

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
December 7, 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, December 7, 2015 at 7 P.M. The Meeting was held in the Keystone Elementary School Library, 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. VanTassel. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mr. Bradley Wagner.

ANNOUNCEMENTS

- ❑ Mr. Slagle said the next Meeting would be the January 11, 2016 Work Session in the Elementary School Library beginning at 7 P.M.
- ❑ A thank you card from the KEA for the 2-hour Early Dismissal at Thanksgiving and Christmas was read.

PUBLIC COMMENT

None.

CONSIDERATION OF AGENDA

- ❑ Mr. Beary made the Motion to Approve the Agenda as amended:
 - Additions:**
 - VIII. B. Approval of the Letter of Resignation from Halee McCance as Head Girls' Varsity Volleyball Coach, effective immediately,
 - VIII. C. Approval of Posting for a Head Girls' Varsity Volleyball Coach.
 - VIII. D. Approval of the Letter of Resignation from Meagan White as Assistant Girls' Varsity Volleyball Coach, effective immediately.
 - VIII. E. Approval of Posting for an Assistant Girls' Varsity Volleyball Coach.
 - VIII. F. Approval of the Following Van Drivers, pending proper completion of Clearances:
 - 1. Stacey Lineman
 - 2. Amanda Simpson
 - Corrections:**
 - IX. E. 2. Approval of Upcoming Revised Music Field Trip to Cleveland. 4-14-2016 through 4-17-2016. Requested by Fran Nesta, at a cost of no more than \$500 per person, with funds from Student Contributions, Money Earned through KMA Tracking Opportunities and Student Activity Accounts Funds.

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CONSIDERATION OF AGENDA (Continued)

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; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

CONSENT AGENDA

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

☐ **Minutes:**

- Approve the November 16, 2015 Regular Work Session Minutes*
- Approve the November 16, 2015 Regular Business Meeting Minutes*
- Approve the December 1, 2015 Reorganization Meeting Minutes*
- Approve the December 1, 2015 Regular Work Session Minutes*

☐ **Financial Reports:**

- File the November, 2015 Liquid Cash and Investment Activity Analysis Report for Audit*
- File the November, 2015 Elementary School Student Activities Report for Audit*
- File the November, 2015, 2015 High School Student Activities Report for Audit*
- File the November, 2015 High School Student Athletics Report for Audit*
- File the November, 2015 Contingency Fund Detail Report for Audit*
- Approve the November, 2015 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A, D and G*
- Approve the November, 2015 Cafeteria Bills for payment as presented and located in Attachment F*
- File the November, 2015 Cafeteria P&L for Audit*
- Approve the November, 2015 Capital Reserve Bills as presented and located in Attachment B.

☐ **Written Reports:**

- Accept the October, 2015 Northwest School Combine Report*
- Accept the IU 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; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

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PERSONNEL (For Individual or Separate Consideration)

❑ **Mr. Barrett made the Motion to APPROVE the LETTER OF INTENT TO RETIRE from SHARON GEARY, HIGH SCHOOL LIBRARIAN, as of May 31, 2016. 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 following Items:**

- **HALEE MCCANCE, LETTER of RESIGNATION as GIRLS' VOLLEYBALL HEAD COACH, effective immediately.**
- **POST and ADVERTISE FOR A GIRLS' VOLLEYBALL HEAD COACH.**
- **MEAGAN WHITE, LETTER of RESIGNATION as GIRLS' VOLLEYBALL JV COACH, effective immediately.**
- **POST for a GIRLS' VOLLEYBALL JV HEAD COACH.**
- **NEW VAN DRIVERS, pending completion of Clearances:**
 1. **STACEY LINEMAN**
 2. **AMANDA SIMPSON**

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. Beary made the Motion to APPROVE the ACT 1 RESOLUTION, 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. Barrett made the Motion to APPROVE the TRAN RESOLUTION as presented to be initiated and activated by the Administration on or around January 5, 2016, if deemed necessary, with the contingent that the Administration can only borrow up to \$1,200,000 of the \$3,000,000 without further Board approval. 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.**

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

- ❑ **Mr. Barrett made the Motion to APPROVE the LIQUIDATION of all CD's with an Interest Rate of 2% and less, temporary transfer of funds from Capital Reserve and Roof Fund to General Fund and leaving intact the 2 CD's at Interest Rates of 2.75% and 2.97%. This will enable the District to maintain cash flow as long as possible without the use of the TRAN previously approved. 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 AWARD the ELECTRICAL PROPOSAL for the ELEMENTARY CAFETERIA LIGHTING REPLACEMENT with T8 Replacement to APEL ELECTRIC for \$8,622. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—no; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-1.**

- ❑ **Mr. Barrett made the Motion to APPROVE THE UPCOMING PROFESSIONAL DEVELOPMENT:**
 - **2/16/2016 and 2/17/2016: CPI Certification Training/Act 48 at IU6. Requested by Amy Rape at a cost of \$22, using Budgeted Funds. One Substitute Teacher is required. 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:**
 - **3/11/2016: National State Archery Tournament at Penn State. Requested by Jason Nellis, using Donated Funds. Two Substitute Teachers and the School Van are required.**
 - **Revised Dates and Location of Music Trip to Cleveland, Ohio on April 14-17, 2016. Requested by Fran Nesta at a cost of no more than \$500 per person, with funds from Student Contribution, Money Earned through KMA Tracking Opportunities and Student Activity Funds.**

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.

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ADJOURNMENT

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 7:40 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