

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
January 18, 2016**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, January 18, 2016 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, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Mrs. Trisha D. Dixon was absent. 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 Combined Regular Work Session and the Regular Business Meeting on Monday, February 8, 2016. The Meetings will be held in the Elementary School Library beginning at 7 P.M.

PUBLIC COMMENT

- ❑ Mr. Jim Lyle commented on the Line of Credit Issue in the absence of a State Budget and State Funds.

CONSIDERATION OF AGENDA

- ❑ Mr. K. Swartfager made the Motion to Approve the Agenda as amended:
Additions:
 - VIII. I. Consideration of the Approval of Shannon Barrios as a Substitute Van Driver, pending proper completion of Clearances.
 - IX.A.2. Consideration of the Upcoming Professional Development for 2-2-2016: National Security Briefing for Teachers, Pittsburgh. Requested by Brett Vaughn and Conrad Warner at a cost of \$123.11.
 - IX.C. Consideration of the Approval of the Keystone Capstone Education Program for Student A for the Second Semester of the 2015-16 School Year as presented. Student a is a student in good academic standing and has satisfied all Pre-Requisite Capstone requirements.

The vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—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 December 7, 2015 Minutes*
 - Approve the January 11, 2016 Regular Work Session Minutes*
- **Financial Reports:**
 - File the December, 2015 Liquid Cash and Investment Activity Analysis Report for Audit*
 - File the December, 2015 Elementary School Student Activities Report for Audit*
 - File the December, 2015 High School Student Activities Report for Audit*
 - File the December, 2015 High School Student Athletics Report for Audit*
 - File the December, 2015 Contingency Fund Detail Report for Audit*
 - Approve the December, 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 December, 2015 Cafeteria Bills for payment as presented and located in Attachment C*
 - File the December, Cafeteria P&L for Audit*
 - Approve the December, 2015 Capital Reserve Bills as presented and located in Attachment B.
- **Written Reports:**
 - Accept the November, 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; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

PERSONNEL (For Individual or Separate Consideration)

- Mr. Beary made the Motion to APPROVE the LETTER OF INTENT TO RETIRE from PAM FERRINGER, ELEMENTARY TEACHER, at the end of the 2015-16 School Year. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.
- Mr. Barrett made the Motion to APPROVE the LETTER OF INTENT TO RETIRE from BARBARA WITKOWSKI, INSTRUCTIONAL TECHNOLOGY SPECIALIST, at the end of the 2015-16 School Year. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

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PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ **Mr. Beary made the Motion to APPROVE the LETTER OF INTENT TO RETIRE from MARGARET PATTON, SPANISH TEACHER, at the end of the 2015-16 School Year. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**
- ❑ **Mr. Beary made the Motion to APPROVE the LETTER OF RETIREMENT from LEE ANN HAUN, PARAPROFESSIONAL, at the end of the 2015-16 School Year, with regret. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**
- ❑ **Mr. Barrett made the Motion to APPROVE the POSTING AND ADVERTISING for a JR/SR HIGH CHOIR and BAND TEACHER. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**
- ❑ **Mr. Barrett made the Motion to Approve the following Items, pending proper completion of Personnel File Documentation and Clearances:**
 - **ROY SHREFFLER as SUBSTITUTE BUS DRIVER.**
 - **JASON SAY, VOLUNTEER ASSISTANT BOYS' BASKETBALL COACH.**
 - **BRANDON CHAMBERS, VOLUNTEER ASSISTANT WRESTLING COACH.****The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**
- ❑ **Mr. Beary made the Motion to Approve SHANNON BARRIOS, as a SUBSTITUTE VAN DRIVER, 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; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ **Mr. Barrett made the Motion to APPROVE THE UPCOMING PROFESSIONAL DEVELOPMENT:**
 - **3-15-2016 to 3-18-2016: PA State Athletic Directors' Association Conference, Hershey. Requested by Bill Irwin at a cost of \$1,259, with Funding Source from Board/Superintendent Contingency Funds.**

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

- ❑ **Mr. Barrett made the Motion to APPROVE THE UPCOMING PROFESSIONAL DEVELOPMENT (Continued):**

- **2-2-2-2016: National Security Briefing for Teachers, Pittsburgh. Requested by Brett Vaughn and Conrad Warner at a cost of \$123.11.**

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

- ❑ **Mr. Beary made the Motion to APPROVE the UPCOMING FIELD TRIPS:**

- **3-29-2016: 4 Science Students to IU6 for K-Nex Stem Challenge. Requested by Amanda Phillips, using Budgeted Funds.**
- **5-2-2016: 5th Grade to Clarion University. Requested by Autumn Marshall, using Budgeted Funds for Busing, 5th Grade Pencil Sales Funds and Student Contribution.**

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

- ❑ **Mr. Beary made the Motion to APPROVE the KEYSTONE CAPSTONE EDUCATION PROGRAM for STUDENT A for the Second Semester of the 2015-16 School Year, as presented. Student A is a student in good academic standing and has satisfied all Pre-Requisite Capstone requirements. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

POLICY (For Individual or Separate Consideration)

- ❑ **Mrs. Thompson made the Motion to APPROVE the 1st READING of the FOLLOWING POLICIES :**

- **#115: Career and Technical Education.**
- **#137: Home Education Programs.**
- **#137.1: Extracurricular Participation by Home Education Students.**
- **#707: Use of School Facilities.**

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

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ADJOURNMENT

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 7:24 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary