

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
October 17, 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, October 17, 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. 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, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mr. Bradley Wagner.

ANNOUNCEMENTS

- Mr. Slagle said a special presentation for Ross McGinnis will be held next Monday, October 24 at 6 P.M. at the Knox Fire Hall. The Board is invited.
- Mr. Slagle said the next Meeting would be the Combined Regular Work Session and Regular Business Meeting on Monday, November 21, 2016. The Meeting will be held in the Elementary School Library beginning at 7 P.M.

PUBLIC COMMENT

- None.

REPORTS

- Mrs. Thompson gave a Report on the PSBA Conference that she recently attended:
 1. Success Starts Here.
 2. Various speeches and topics at the Conference.

CONSIDERATION OF AGENDA

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

Additions:

VIII. H. Substitute Nurse—Sandra Stiglitz.

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.

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CONSENT AGENDA

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

□ **Minutes:**

- Approve the September 19, 2016 Regular Work Session Minutes*
- Approve the September 19, 2016 Regular Business Meeting Minutes*
- Approve the October 10, 2016 Regular Work Session Minutes*

□ **Financial Reports:**

- File the September, 2016 Liquid Cash and Investment Activity Analysis Report for Audit*
- File the September, 2016 Elementary School Student Activities Report for Audit*
- File the September, 2016 High School Student Activities Report for Audit*
- File the September, 2016 High School Student Athletics Report for Audit*
- File the August, 2016 Contingency Fund Detail Report for Audit*
- File the September, 2016 Contingency Fund Detail Report for Audit*
- Approve the September, 2016 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G*
- Approve the September, 2016 Cafeteria Bills for payment as presented and located in Attachment C*
- File the September, 2016 Cafeteria P&L for Audit*
- Approve the September, 2016 Capital Reserve Bills for payment as presented and located in Attachment B*

□ **Written Reports:**

- Accept the August, 2016 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.

PERSONNEL (For Individual or Separate Consideration)

- Mr. K. Swartfager made the Motion to Approve the HIRING of JOSH ALMES as Assistant Marching Band Director, with Retroactive Hiring to July 18, 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.

PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ **Mr. Beary made the Motion to Approve the HIRING of CAROL MILLER as a 2.5 Hour per Day, Part-Time, Temporary Custodian for the 2016-17 School Year. 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 RETROACTIVE APPROVAL of POSTING for a LONG-TERM SUBSTITUTE MATH TEACHER position. 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 INCREASE in the CUSTODIAL/ MAINTENANCE, PARAPROFESSIONAL, SECRETARIAL and CAFETERIA MONITOR SUBSTITUTE RATE to \$10 per hour, effective October 18, 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:**
 1. **NEW ASSISTANT COACH POSITIONS with funds from Superintendent/ Board Contingency Fund for:**
 - a. **2016-17: BASEBALL, SOFTBALL and CROSS COUNTRY (Annual Stipend of \$815 for 2016-17).**
 - b. **2017-18: Girls' and Boys' Soccer**
 2. **DR. ERIC EASTON as Volunteer for the Panther Power Lifting Team, pending proper completion of Clearances.**
 3. **Hiring PENNY SCHNEIDER as Substitute Nurse, 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; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- ❑ **Mr. Barrett made the Motion to Approve SANDRA STIGLITZ as Substitute Nurse, 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; 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)

- ❑ Mr. Barrett made the Motion to Approve the DESIGNATION of the GENERAL FUND BALANCE at June 30, 2016, 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 C.E. WEAVER EXCAVATING for SNOW REMOVAL for the 2016-17 School Year, at the same rate as prior year. 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. K. Swartfager made the Motion to Approve the UPCOMING FIELD TRIPS:
 1. 10-18-2016: High School Students to IU6 for Career Exploration and Transition. Requested by Jen Slaugenhaupt, using Budgeted Funds.
 2. 10-21-2016: Astronomy Class to CUP Oras Observatory. Requested by Tyler Chambers, using School Van and Substitute Teacher.
 3. 11-18-2016: 13 Elementary Choir Students to PMEA Chorus Fest at Keystone High School. Requested by Barbie Milliron, using Budgeted Funds.
 4. 10-26-2016: Chemistry II Class to Grove City College STEM Building. Requested by Alison Albright, using School Van.

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 BUILDINGS & GROUNDS PROJECTS, with Funds from Capital Reserve:

<u>Project</u>	<u>Company</u>	<u>Cost</u>
Fire Extinguisher Replacement	Centas	\$4,126
Catch Basins Replacement	Heeter Enterprises	\$9,036
Baseball Field Backstop	Penn Fencing	\$5,497
Interior Door Handles & Locks	Builders Hardware	\$22,491
Auto Scrubber	Sanford	\$5,250
Carpet Scrubber	Sanford	\$2,212
Exterior Door on Fitness Center	Sky Construction	\$3,843
Swipe Card Access to Fitness Center	DES	\$12,042
Stage Band Risers	Staging Canadell	\$16,411
Small Tractor, Plow, Mower Deck & Brush	Terry Kahle	\$15,220
Walk-In Freezer	ABC Heating, Cooling & Plumbing	\$19,359
TOTAL		\$115,487

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

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. K. Swartfager made the Motion to Approve a FUND TRANSFER from the GENERAL FUND to the PLANT PHYSICAL FUND for 2016-17 in the amount of \$250,000 for future use of BOILER REPLACEMENT. 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 AMENDMENT to the CURRENT SUPERINTENDENT CONTRACT with SHAWN A. ALGOE for the year 2016-17, as presented, AND to Approve the RENEWAL of a 5-YEAR SUPERINTENDENT CONTRACT to SHAWN A. ALGOE for the years 2017-18 through 2021-22, as presented. **This is the same Motion Approved in June 2016; however, State Law/School Code requires the Motion to be approved within the Final Year of an existing Contract.* 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 BIDDING, ADVERTISING and ARCHITECT FEES (\$6,850) for the HIGH SCHOOL ROOF REPLACEMENT in Area B (Main Office and Lobby) and Area F (Rooms 165 and 166 in the Jr High Wing) for a projected maximum amount of \$200,000 from the District Roof 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. Beary made the Motion to approve the BIDDING, ADVERTISING and ARCHITECT FEES (\$6,450) for the HIGH SCHOOL HORSESHOE and UPPER PARKING LOT REPLACEMENT for a projected maximum cost of \$131,328 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.

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POLICY (For Individual or Separate Consideration)

□ **Mr. Barrett made the Motion to approve the 1st READING of the Following Policies;**

1. #247: HAZING

2. #609: INVESTMENT OF DISTRICT 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.

ADJOURNMENT

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 7:33 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**

