

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting
August 20, 2007**

OPENING/ATTENDANCE

Ms. Terri K. Kahle, Vice-President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, August 20, 2007 at 7 P.M. The Meeting was held in the Keystone Elementary School Library located at 451 Huston Avenue, Knox, Pennsylvania. The Pledge of Allegiance was recited. Roll Call was taken by Mr. Vernon Lauffer with the following in attendance: Mr. Gregory A. Barrett, Mr. James A. Beary, Ms. Tiki K. Kahle, Mr. Thomas L. McCoy, Mr. William L. Shaner, Mrs. Marilyn L. Stempeck and Mr. Kenneth L. Swartfager. Mr. R. Jeffrey Kline and Mr. John R. Slagle were absent. Also present were: Mrs. Shawn Corcetti, Dr. Jean Atkin Gool, Mr. Vernon Lauffer, Ms. Heather Leskanic and Mrs. Vicky Walters.

ANNOUNCEMENTS

- Ms. Kahle made an introduction of guests.
- Ms. Kahle said an Executive Session was held on August 7, 2007 to discuss Collective Bargaining Issues regarding two Grievances filed by the Keystone Education Association.
- Ms. Kahle said an Executive Session would be held tonight to discuss a Student Expulsion.
- Ms. Kahle said the Buildings & Grounds Committee would meet after tonight's Business Meeting.

CONSIDERATION OF AGENDA

- Mr. Barrett made the motion to approve the Agenda as Amended:

Additions:

- X. G. 12. Crystal McWilliams, Elementary Teacher Substitute
- X. G. 13. Deb Zerbe, Cafeteria Substitute
- X. H. Lois Steele, Voluntary Golf Coach
- VII. B. 4. Tax Exemption Request from Gardenscape
- VII. B. 5. Bus Contractors/Drivers' Meeting

Deletions:

- VIII. B. 9. Approval of Capital Reserve Bills

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes; and Mr. Swartfager--yes.
Motion carried 7-0.

PUBLIC COMMENT

None.

VERBAL REPORTS

□ **SMILES--Ms. Kahle reviewed:**

- Ross McGinnis Memorial Scholarship Fund.
- Park Project completed with Gazebo and Community Park.
- Acknowledged Knox Civic Club with their contributions to the Knox Park and Farmers' Market.

Mr. Kline arrived at 7:22 P.M.

□ **Superintendent--Dr. Gool:**

- Dr. Gool said the Surveillance Cameras would be part of the High School Report.
- Dr. Gool introduced the Classrooms for the Future Grant and the benefits for the request as well as the cost to continue this Program in the future.
- Dr. Gool said she met with Mike Ebert from the YMCA to continue the Elementary After-Care Program for 2007-08.
- Dr. Gool discussed the IU Lifeskills Class having available bags of nuts for sale in our Cafeterias.
- Dr. Gool said there was a Town Meeting with Arlen Specter held in New Bethlehem. She attended and learned specific community concerns.
- Dr. Gool said there are two free slots for Board Member attendance at the PSBA/PASA Leadership Conference in Hershey. Please let her know if you are interested.
- Dr. Gool received a tax exemption request from Gardenscape for construction of a 7,200 square foot building that previously was presented to the Board. She said that after discussions with the County Commissioners and the Township Supervisors agreement was made to award a 5-year plan of reducing taxes on the new building by 100, 100, 75, 50 and 25%. After Board discussion and questions, Mr. Shaner made the motion to approve the tax exemption plan of 100%, 100%, 75%, 50% and 25% reduction on taxes on the new 7,200 square foot building. The roll call vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.
- Dr. Gool said a meeting for the Bus Contractors and Drivers was held last week. The concerns discussed were:
 - A. Band Instruments
 - B. Bus Monitors on specific busses
 - C. Traffic Control
 - D. Cell Phones

□ **Elementary--Mrs. Corcetti reported on the following:**

- Mrs. Corcetti thanked the Custodial Staff for preparing the building beautifully given the age and complexity.
- Third Grade has enrollments of 23, 23, 24 and 24.

**REGULAR BUSINESS MEETING
AUGUST 20, 2007
PAGE 3**

VERBAL REPORTS (Continued)

❑ **Elementary School (Continued)**

- She said she will be monitoring and reporting on discipline reports from the start of school on posted busses.
- Dale Brown would be presenting to the Teacher Faculty on Technology learning.
- "Find Your Room Day" would be held tomorrow from 1:30 to 3 P.M.

❑ **High School--Mrs. Walters reported on the following:**

- Ready for start of school.
- Thanked the Custodial Staff for their efforts this summer.
- Classrooms for the Future Grant is written for Grades 9 and 10.
- Revisions to the Student Handbook.
- Coaches' Meeting.
- New Athletic issues to come before the Athletic Committee in September.
- 2007-08 Teacher Handbook.
- Upcoming dates for activities.
- Surveillance cameras in the High School.

❑ **Cafeteria--Mr. Beary reviewed:**

- A Cafeteria Consultant from Harbor Creek came and reviewed our Cafeteria operations and made recommendations. He said a more in-depth study could be completed for a cost of \$700. After Board discussion, Mr. Beary made a motion to approve Mr. Kurt Richter from Harbor Creek to evaluate Cafeteria Operations for \$700. The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.

CONSENT AGENDA

Mr. Barrett made the motion to approve the Consent Agenda as follows:

❑ **Minutes:**

- Approve the July 16, 2007 Work Session Minutes.
- Approve the July 16, 2007 Regular Business Meeting Minutes.
- Approve the August 6, 2007 Work Session Minutes.
- Approve the August 6, 2007 Regular Business Meeting Minutes as amended.

❑ **Financial Reports:**

- File the July, 2007 Liquid Cash and Investment Activity Analysis Report for Audit.
- File the July, 2007 Elementary Student Activities Report for Audit.
- File the July, 2007 High School Student Activities Report for Audit.
- File the July, 2007 High School Athletics Report for Audit.
- File the July, 2007 Contingency Fund Detail Report for Audit.

**REGULAR BUSINESS MEETING
AUGUST 20, 2007
PAGE 4**

CONSENT AGENDA (Continued)

❑ **Financial Reports (Continued)**

- Approve the July, 2007 General Fund Bills, the Interim Bills and the Wire Transfers for payment, as presented and located in Attachments A and G.
- Approve the July, 2007 Capital Reserve Bills for payment, as presented and located in Attachment B.
- Approve the July, 2007 Conference Report for Audit.

❑ **Written Reports:**

- Accept the June, 2007 Northwest School Combine Report.
- Accept the Career Center Report.
- Accept the IU Report.

The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.

CONTRACTS (For Individual or Separate Consideration)

- ❑ Mrs. Stempeck made the **Motion to Approve the Technology Maintenance Contract Services for 2007-08 at \$35 per hour for the PC Technician and Network Administration Services through Computer Showcase.** The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.
- ❑ Mr. McCoy made the **Motion to Approve the Rental Contract of the former Jordan's Hardware, 1st Floor, for a TTSR Classroom for the 2007-08 School Year in the amount of \$5,000 plus utilities to Scott Myers, pending final completion and approval by Pennsylvania Department of Education.** The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.

PERSONNEL (For Individual or Separate Consideration)

- ❑ Mr. Barrett made the Motion to **APPROVE a RESIGNATION from LAURA BLAKE, HIGH SCHOOL LIBRARY AIDE.** The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.

**REGULAR BUSINESS MEETING
AUGUST 20, 2007
PAGE 5**

PERSONNEL (for Individual or Separate Consideration) (Continued)

- ❑ Mr. Barrett made the Motion to **APPROVE the POSTING for the HIGH SCHOOL LIBRARY AIDE**. The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.
- ❑ Mr. Barrett made the Motion to **APPROVE a RESIGNATION from RUSS COLWELL as ASSISTANT JR. HIGH FOOTBALL COACH**. The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.
- ❑ Mr. Barrett made the Motion to **APPROVE DAVID COLWELL as ASSISTANT JR. HIGH FOOTBALL COACH, pending proper completion of Personnel File Documentation and Clearances**. The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.
- ❑ Mr. Barrett made the Motion to **APPROVE JAMES MCCONNELL, Sr., as VOLUNTEER GOLF COACH, pending proper completion of Personnel File Documentation and Clearances**. The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.
- ❑ Mr. Barrett made the Motion to **APPROVE RICK HURST, as a VOLUNTEER JR. HIGH FOOTBALL COACH, pending proper completion of Personnel File Documentation and Clearances**. The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.
- ❑ Mr. Barrett made the Motion to **Approve the Following Personnel for the 2007-08 Substitute List, pending proper completion of Personnel File Documentation and Clearances:**
 - **Jessie Brocius, New Bethlehem, Elem/Early Childhood**
 - **Kenneth McNatt, Tionesta, Social Studies**
 - **Kassy Moiseenko, Knox, English**
 - **Craig Parrett, Marienville, Elementary**
 - **Megan Rupert, Clarion, Social Studies**
 - **Kevin Rush, Rimersburg, Music**
 - **Lynn Schupp, Fryburg, Social Studies**
 - **David Slagle, Summerville, Social Studies**
 - **Terry Troup, Knox, Elementary**
 - **Don Walters, Knox, Elementary**
 - **Betty Servey, Knox, Secretary**
 - **Crystal McWilliams, Leeper, Elem/Early Childhood**
 - **Debra Zerbe, Knox, Cafeteria**

**REGULAR BUSINESS MEETING
AUGUST 20, 2007
PAGE 6**

PERSONNEL (For Individual or Separate Consideration) (Continued)

The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.

- ❑ Mr. Barrett made the Motion to **APPROVE LOIS STEELE, as a VOLUNTEER GOLF COACH, pending proper completion of Personnel File Documentation and Clearances.** The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ Mr. Beary made the Motion to **Approve the 2007-08 Athletic Handbook.** The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.
- ❑ Mrs. Stempeck made the Motion to **Approve the Academic Achievement Grant for \$2,076 to be utilized in the Elementary Library.** The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.
- ❑ Mr. Barrett made the Motion to **Approve the Highmark Grant for \$3,000 to be utilized for Dance/Dance Revolution equipment in the Elementary School.** The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.

POLICY (For Individual or Separate Consideration)

- ❑ Mr. Beary made the Motion to **Approve the 2nd Reading of the Following Policies:**
 - **Policy #220--Student Expression**
 - **Policy #221--Dress and Grooming**
 - **Policy #233--Suspension and Expulsion**
 - **Policy #235--Student Rights/Surveys**The voice vote was recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes and Mr. Swartfager--yes. Motion carried 8-0.

Ms. Kahle wished Good Luck to the Administration and Faculty for the new School Year.

**REGULAR BUSINESS MEETING
AUGUST 20, 2007
PAGE 7**

ADJOURNMENT

With no further business, Mr. Beary made the motion to adjourn the Meeting at 8:26 P.M. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. Kline--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mrs. Stempeck--yes; and Mr. Swartfager--yes. Motion carried 8-0.

Respectfully submitted,

Vernon F. Lauffer
Board Secretary