

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting
November 17, 2008**

OPENING/ATTENDANCE

- ❑ Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, November 17, 2008 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. Terri K. Kahle, Mr. Thomas L. McCoy, Mr. William L. Shaner, Mr. John R. Slagle, Mr. Alan F. Seigworth and Mr. Kenneth L. Swartfager. Mrs. Marilyn L. Stempeck was absent. Also present were: Mrs. Sue Chomas, Mrs. Shawn Corcetti, Dr. Jean Gool, Mrs. Brigitte Irwin, Mr. Wayne Johns, Mr. Jerrod Kapp, Mr. Vernon Lauffer, Ms. Heather Leskanic, Mr. Jonathan Maddy, Mrs. Geri Novak, Mr. Rodney Sherman, Mrs. Vicky Walters and Mrs. Tami Winters.

ANNOUNCEMENTS

- ❑ Mr. Slagle made an introduction of guests.
- ❑ An Executive Session will be held tonight, November 17, 2008 to discuss Collective Bargaining regarding three KEA Grievances.
- ❑ The next Meeting on December 1, 2008 will be our Reorganization Meeting.

CONSIDERATION OF AGENDA

- ❑ Mr. Beary made the Motion to approve the Agenda with the following Additions and Deletions

Additions:

- IX. B. 403(b) TPA Vendor
- IX. C. Stair Climber Bids
- X. H. FMLA--Karen McGiffin

Deletions:

- VIII. B.8. Capital Reserve Bills
- VIII.C. 2. Career Center Report

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.

PUBLIC COMMENT

- ❑ Wayne Johns asked a question regarding the High School Chemistry Teacher position, and the payment status as to being a Day-To-Day Substitute or a Long-Term Substitute.

VERBAL REPORTS

❑ **SMILES--Ms. Kahle reviewed:**

- Stars 3 Certification
- Health Inspection for Breakfast and Lunch Program with very minor recommendations.
- Anniversary for Americorps.
- Trip to PennServe.
- Ross McGinnis Scholarship.
- Knox Light-Up Night.

❑ **Superintendent--Dr. Gool reviewed:**

- Attendance at Equipment Show in Baltimore, Maryland.
- Invitation from Andrews/Beard for Christmas Party.
- 2009-10 Clarion County School Calendar.
- Parent Advisory Committee Meeting.
- Thank You Note from The Turk Family.
- County-Wide Inservice.
- Trip to Holocaust Museum.

- ❑ Mr. McCoy thanked Dr. Gool, Mrs. Corcetti and Mrs. Walters for the Veterans' Day Assembly held at both buildings.

❑ **Elementary School--Mrs. Corcetti reviewed:**

- Pre-K Counts Grant.
- Conference Day was held on November 10.
- Teacher Training and Act 48 Credits.

❑ **High School:**

Mrs. Walters reviewed:

- Accomplishments and events in the High School.
- \$5,000 Annual Scholarship in memory of Ross McGinnis from Northrop Drummond.
- Change in Career Center attendance to expand to Morning and Afternoon.
- Her acceptance into the Superintendent's Letter Program at California University.

Mr. Maddy reviewed:

- Details of change in daily schedule at Career Center, which will involve student attendance in both first and second half of school day.

Mrs. Irwin reviewed

- Curricular Planning in 2008-09 and her goals of congruency through the High School Level, as well as the Elementary.

REPORTS (Continued)

□ **Special Education--Mrs. Chomas reviewed:**

- Results from the Special Education Monitoring.
- Aides pursuing Credential of Competency.
- Teachers are continuing their education.
- Autism Team undergoing training.
- Video on Special Education Inclusion.

CONSENT AGENDA

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

□ **Minutes:**

- Approve the October 20, 2008 Regular Business Meeting Minutes.
- Approve the October 18, 2008 Special Business Meeting Minutes.
- Approve the November 3, 2008 Special Work Session Minutes.

□ **Financial Reports:**

- File the October, 2008 Liquid Cash and Investment Activity Analysis Report for Audit*
- File the October, 2008 Elementary Student Activities Report for Audit*
- File the October, 2008 High School Student Activities Report for Audit*
- File the October, 2008 High School Student Athletics Report for Audit*
- Approve the October, 2008 Contingency Fund Detail Report for Audit*
- Approve the October, 2008 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G*
- Approve the October, 2008 Cafeteria Bills for payment, as presented and located in Attachment C*
- Approve the October, 2008 Cafeteria P&L Report for payment*
- Approve the October, 2008 Conference Report for Audit*

□ **Written Reports:**

- Accept the August 2008 Northwest School Combine Report*
- Accept the IU Report*

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.

CONTRACTS (For Individual or Separate Consideration)

- ❑ Mr. Barrett made the Motion to Approve the **Contracted School Psychologists' Salary Increase for the 2008-09 School Year**. The roll call vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--no; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--no; Mr. Shaner--no; Mr. Slagle--yes; and Mr. Swartfager--no. Motion defeated 4-4.
- ❑ Ms. Kahle made the Motion to Approve the **403(b) 2nd Vendor, The P&A Group**, pending Solicitor's Approval. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--no; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 7-1.
- ❑ Mr. Barrett made the Motion to Approve the **Stair Climber Bid Award to Access Elevator and Lift** in the amount of \$15,245 with funds from Medical Access. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.

PERSONNEL (For Individual or Separate Consideration)

- ❑ Mr. Beary made the Motion to Approve **LINDA GOUGHLER, Cranberry, as 3-hour per day, ELEMENTARY CAFETERIA WORKER**, and **CAROLYN THOMPSON, Knox, as 2.5 hour per day, HIGH SCHOOL CAFETERIA WORKER**, pending proper completion of Personnel File Documentation and Clearances. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--no; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 7-1.
- ❑ Mr. McCoy made the Motion to Approve the **HOURLY SUBSTITUTE and CROSSING GUARD RATES for 2008-09 as presented**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.
- ❑ Mr. Swartfager made the Motion to Approve **JOHN CASTROLES, SOCIAL STUDIES, Clarion, as a SUBSTITUTE TEACHER**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.
- ❑ Mr. Swartfager made the Motion to Approve **KARENA MILFORD, Knox, as a SUBSTITUTE CAFETERIA WORKER**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.

PERSONNEL (For Individual or Separate Consideration)

- ❑ Mr. Swartfager made the Motion to Approve **SHAWN WETZEL, Shippenville, as a SUBSTITUTE CAFETERIA WORKER**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.
- ❑ Mr. Barrett made the Motion to Approve **MARCI BOGGESS, Marble, as a SUBSTITUTE NURSE and INSTRUCTIONAL AIDE**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--no; Ms. Kahle--no; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--no. Motion carried 5-3.
- ❑ Mr. Swartfager made the Motion to Approve **MICHELLE HENRY, Knox, as a SUBSTITUTE INSTRUCTIONAL AIDE**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.
- ❑ Mr. Swartfager made the Motion to Approve **FRED MCILHATTAN, Knox, as a SUBSTITUTE INSTRUCTIONAL AIDE**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--no; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 7-1.
- ❑ Mr. Barrett made the Motion to Approve the **POSTING AND ADVERTISING for an ELEMENTARY, FULL-TIME INSTRUCTIONAL AIDE**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.
- ❑ Mr. Barrett made the Motion to Approve the **POSTING AND ADVERTISING for SUBSTITUTE INSTRUCTIONAL AIDES**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.
- ❑ Mr. Barrett made the Motion to Approve the **RESIGNATION OF LAURIE BARRETT AS JUNIOR HIGH VOLLEYBALL COACH**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.
- ❑ Mr. Barrett made the Motion to Approve the **FMLA for KAREN MCGIFFIN, High School Reading Teacher**, for no more than 12 weeks beginning tentatively on January 26, 2009, using 10 Sick Days, 5 Personal Days and the remainder without pay. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ Mr. McCoy made the Motion to Approve a **2-HOUR EARLY DISMISSAL FOR STUDENTS and EMPLOYEES on NOVEMBER 26, 2008 and DECEMBER 23, 2008**. The voice vote is recorded as follows: Mr. Barrett--no; Mr. Beary--no; Ms. Kahle--no; Mr. McCoy--yes; Mr. Seigworth--no; Mr. Shaner--yes; Mr. Slagle--yes and Mr. Swartfager--no. Motion defeated 3-5.

- ❑ Mr. Barrett made the Motion to Suspend the Rules to Add **2-HOUR EARLY DISMISSAL FOR STUDENTS ONLY to AGENDA**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.

- ❑ Mr. Barrett made the Motion to Approve a **2-HOUR EARLY DISMISSAL FOR STUDENTS ONLY on NOVEMBER 26, 2008 and DECEMBER 23, 2008**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.

- ❑ Mr. Seigworth made the Motion to Approve the **VARSITY CHEERLEADERS OVERNIGHT TRIP to NATIONALS COMPETITION in Virginia on April 3 and 4, 2009, with funding coming from the Cheerleading Boosters and the Individual Students**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.

- ❑ Ms. Kahle made the Motion to Approve the **FUND BALANCE DESIGNATION as of June 30, 2008, as follows:**

Keystone School District
Designate Fund Balance Parameters
As of 6/30/08

PC Leases

Year Executed	Years Remaining	Annual Cost	Total Funds Committed
2005/06	1	35,635	35,635
2006/07	2	25,024	50,048
2007/08	3	31,250	93,750
2008/09	4	16,991	67,964
Total			247,397

Prior Year was 3 Years for \$271,342

**Retiree
Insurance**

Year Paid	Annual Cost
2008/09	139,548
2009/10	104,451
2010/11	75,876
Total 3 Years	319,875

Prior Year was 3 Years for \$282,109

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--abstained. Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 7-0-1.

Mr. Barrett made the Motion to Approve the **REVISIONS FOR THE BUDGET TRANSFERS for FISCAL YEAR ENDING JUNE 30, 2008 as follows:**

Keystone School District
Budget Transfers Recap
For 2007/08

REVISED - 11-17-08

	Previous Approved Budget	Actual Per AFR	Variance Favorable (Unfavorable)	Budget Transfer Requested
1100	5,710,430	5,847,610	(137,180)	137,180
1200	1,531,281	1,602,023	(70,742)	70,742
1300	839,245	880,070	(40,825)	40,825
1400	343,833	440,428	(96,595)	96,595
2100	355,158	269,624	85,534	(85,534)
2200	245,562	313,411	(67,849)	67,849
2300	927,589	958,903	(31,314)	31,314
2400	84,067	108,322	(24,255)	24,255
2500	198,754	179,952	18,802	(18,802)
2600	1,104,917	1,096,312	8,605	(8,605)
2700	787,699	854,143	(66,444)	66,444
2800	208,160	185,923	22,237	(22,237)
2900	35,082	35,797	(715)	715
3200	213,351	238,316	(24,965)	24,965

3300	9,359	9,628	(269)	269
5100	775,648	775,648	-	-
5200	230,700	269,494	(38,794)	38,794
5900	35,000	-	35,000	(35,000)
Total Expenses	13,635,835	14,065,604	(429,769)	429,769
6000	4,107,729	4,181,328	73,599	(73,599)
7000	8,956,935	9,275,192	318,257	(318,257)
8000	571,000	562,886	(8,114)	8,114
Total Revenues	13,635,664	14,019,406	383,742	(383,742)
Fund Balance	(171)	(46,198)	(46,027)	46,027

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.

- Mr. Barrett made the Motion to Deny the **BOARD LEVEL APPROVAL OF GRIEVANCES #1, #2 and #3**. The roll call vote is recorded as: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.
- Mr. McCoy made the Motion to Approve **STRUXURES as the ARCHITECT of RECORD for the ELEMENTARY SCHOOL PROJECT**. The roll call vote is recorded as: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--no; and Mr. Swartfager--yes. Motion carried 7-1.

POLICIES (For Individual or Separate Consideration)

- Mr. McCoy made the Motion to Approve the 2nd **READING OF THE FOLLOWING BOARD POLICIES:**
 1. #800: Records Management
 2. #805: Emergency Preparedness
 3. #810: Transportation
 4. #818: Contracted Services
 5. #828: Fraud
 6. #800:AR-1: Records Retention Schedule
 7. #801: Public Records
 8. #801-AR: Exempted Records
 9. #801-AR-1: Disclosure/Production of Certain Records
 10. #801-AR-2: Fees for Public Records Requests
 11. #806: Child/Student Abuse
 12. #807: Opening Exercises/Flag Displays
 13. #814: Copyright Material
 14. #814-AR: Copyright Procedures
 15. #814-AR-1: Copyright Permission

**REGULAR BUSINESS MEETING
NOVEMBER 17, 2008
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POLICIES (For Individual or Separate Consideration) (Continued)

The voice vote is recorded as: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Seigworth--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mr. Swartfager--yes. Motion carried 8-0.

A Recess was held from 8:50 P.M. until 9 P.M.

An Executive Session was held from 9 P.M. until 9:52 P.M.

ADJOURNMENT

With no further business, Mr. Seigworth made the Motion to Adjourn the Meeting at 9:52 P.M. All in favor.

Respectfully submitted,

Vernon F. Lauffer
Board Secretary