

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
June 18, 2018**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, June 18, 2018 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, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey Thompson and Mr. Dwayne E. VanTassel. Mrs. Trisha D. Dixon was absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Ms. Melissa Ford, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman, Mr. Bradley Wagner and Mr. Chuck Weaver.

ANNOUNCEMENTS

- ❑ Mr. Slagle said the next Meeting will be the Combined Regular Work Session and Business Meeting on Monday, July 16, 2018 at 7 P.M. in the Elementary School Library.
- ❑ Mr. Algoe displayed the Banner that has been created to highlight the award for the 61st out of all Pennsylvania High Schools, as awarded by the U.S. News & World Report.

PUBLIC COMMENT

Mr. Chuck Weaver addressed the Board regarding his visit to the Fort Benning Museum and interactions with personnel interested in talking about Ross McGinnis.

REPORTS

- ❑ Mr. Algoe and Mr. Lauffer reviewed an Investment Recommendation for the CD's currently held at Farmer's Bank.
- ❑ Mr. Algoe and Mr. Lauffer reviewed the possibility of Self-Funding the Workers' Compensation Insurance Program. After Board discussion, the recommendation is to explore Self-Funding for the Fiscal Year 2019-20.

CONSIDERATION OF AGENDA

- **Mr. Beary** made the Motion to **APPROVE** the **AGENDA** with the **ADDITIONS** and **CHANGES** as follows:

Additions:

IX. N. Hiring of Thomas Crumlich as Technology Education Teacher, effective with the 2018-19 School Year.

X. L. Keystone School District Memorial Wall Eagle Scout Project by Jayke Porter.

Corrections:

IX. F. Larry Curran's Letter of Retirement, not Resignation.

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.

CONSENT AGENDA

Mr. Beary made the Motion to **APPROVE** the **CONSENT AGENDA** as follows:

- **Minutes:**

1. Approve the May 14, 2018 Regular Work Session Minutes*
2. Approve the May 14, 2018 Regular Business Meeting Minutes*
3. Approve the June 11, 2018 Regular Work Session Minutes*

- **Financial Reports:**

1. File the May, 2018 Board Summary for Audit*
2. File the May, 2018 Liquid Cash and Investment Activity Analysis Report for Audit*
3. File the May, 2018 Elementary School Student Activities Report for Audit*
4. File the May, 2018 High School Student Activities Report for Audit*
5. File the May, 2018 High School Athletics Report for Audit*
6. File the May, 2018 Contingency Fund Report for Audit*
7. Approve the May, 2018 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G*
8. Approve the May, 2018 Cafeteria Bills for payment as presented and located in Attachment C*
9. Approve the May, 2018 Cafeteria P&L for Audit*
10. Approve the May, 2018 Capital Reserve Bills as presented and located in Attachment B*

- **Written Reports:**

1. Accept the April, 2018 Northwest School Combine Report*
2. Accept the Career Center Report*
3. Accept the IU 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.

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PERSONNEL (For Individual or Separate Consideration)

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the 2018-19 CO-CURRICULAR SUPPLEMENTAL SCHEDULE, as presented. 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 2018-19 EXTRA-CURRICULAR SUPPLEMENTAL SCHEDULE, as presented. 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. K. Swartfager made the Motion to APPROVE the 2018-19 NON-BARGAINING SALARIES & WAGES, as presented. 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 HIRING of RYAN SMITH as VARSITY FOOTBALL HEAD 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 the HIRING of the FOLLOWING FOOTBALL COACHES, pending proper completion of Personnel File Documentation and Clearances:**
 - 1. JASON NELLIS, VARSITY FOOTBALL FIRST ASSISTANT COACH.**
 - 2. JASON BEST, VARSITY FOOTBALL SECOND ASSISTANT COACH.**
 - 3. JOSH ALBRIGHT, JR HIGH FOOTBALL HEAD COACH.**
 - 4. JON BEAL, JR HIGH FOOTBALL FIRST ASSISTANT COACH.**
 - 5. GARRY HENRY, JR HIGH FOOTBALL SECOND ASSISTANT COACH.**
 - 6. CHUCK WEAVER, VARSITY FOOTBALL, VOLUNTEER COACH.**
 - 7. AUSTIN ION, VARSITY FOOTBALL, VOLUNTEER 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. Barrett made the Motion to APPROVE the RETIREMENT of LARRY CURRAN, FULL TIME CUSTODIAN, effective June 19, 2018, 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.**

PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the POSTING and ADVERTISING for a FULL-TIME CUSTODIAN. 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 Personnel Items, effective immediately:**
 1. **RESIGNATION of NICOLE TAYDUS as ASSISTANT SOFTBALL COACH.**
 2. **POST and ADVERTISE for an ASSISTANT SOFTBALL COACH.**
 3. **RESIGNATION of BARRY FOUST as GIRLS' VARSITY BASKETBALL COACH.**
 4. **POST and ADVERTISE for a GIRLS' VARSITY BASKETBALL 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 the HIRING of STACY FLANNIGAN as a FULL-TIME CUSTODIAN, effective June 19, 2018. 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 and/or HIRE the Following Positions, pending proper completion of Personnel File Documentation and Clearances:**
 1. **HUNTER SLIKER, BOYS' VARSITY SOCCER ASSISTANT COACH.**
 2. **RESIGNATION of JENNA BEST as JR HIGH CHEERLEADING COACH.**
 3. **SARAH KAHLE as JR HIGH CHEERLEADING COACH.**
 4. **RESIGNATION of DAN REED as SUMMER WEIGHT ROOM COORDINATOR.**
 5. **TYLER BEAL as SUMMER WEIGHT ROOM COORDINATOR.**
 6. **ESTABLISHMENT of ONE VARSITY ASSISTANT CHEERLEADING COACH at a STIPEND of \$1,000.**
 7. **POST and ADVERTISE for a VARSITY ASSISTANT CHEERLEADING 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.

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PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ **Mr. Beary made the Motion to APPROVE the HIRING of THOMAS CRUMLICH as TECHNICAL EDUCATION TEACHER, effective August 27, 2018, at Step 3, Masters. 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 2018-19 HOMESTEAD/FARMSTEAD EXEMPTION RESOLUTION, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Beary—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

- ❑ **Mr. Slagle made the Motion to APPROVE the 2018-19 KEYSTONE SCHOOL DISTRICT BUDGET, as presented, with specifics as follows:**

1. Real Estate Tax Millage Rate	51.587
2. Occupation Tax Millage Rate	300
3. Per Capita Flat Rate	\$10
4. Earned Income Tax Rate	.5%
5. Real Estate Transfer Realty Rate	.5%
6. Expenditures Total	\$16,322,471
7. Revenue Total	\$16,322,471

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 E-RATE PROJECT REVISION. USAC Reimbursement adjusted from \$72,495 to \$55,131. Net District Cost from \$40,715 to \$58,079, from Capital Reserve. 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. K. Swartfager made a Motion to APPROVE the UPCOMING FIELD TRIPS, as follows:**

1. **5-1-2019 to 5-3-2019: 9th Graders to Harrisburg, Philadelphia and Gettysburg. Requested by Greg Heath, using Coupon Books Sales, Pizza Sales and Student Contribution.**
2. **9-21-2018: Elem GEM to Code Breakers in Pittsburgh. Requested by Nicole Gorog, using Student contribution of approximately \$10 for Room and \$10 for lunch.**
3. **9-26-2018: Elem GEM to RIU6 for Scrabble Competition Requested by Nicole Gorog, at no cost.**

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

- **Mr. K. Swartfager made the Motion to APPROVE the UPCOMING FIELD TRIPS, as follows (Continued):**
 - 4. 11-12-2018: Jr High Gifted to RIU6 for Chess Tournament. Requested by Nicole Gorog, at no cost.**
 - 5. 11-13-2018: Elem GEM to RIU6 for Chess Tournament. Requested by Nicole Gorog, at no cost.**
 - 6. 12-6-2018: 4th to 8th Grade GEM to CUP for Edge of Extinction. Requested by Nicole Gorog, at no cost.**
 - 7. 12-11-2018: Jr High GEM to RIU6 for LinguiSHTIKS Competition. Requested by Nicole Gorog, at no cost.**
 - 8. 12-13-2018: Elem GEM to RIU6 for LinguiSHTIKS Competition. Requested by Nicole Gorog, at no cost.**
 - 9. 2-4-2019 (Snow Date of 2-5-2019): 4th to 6th Graders to Clarion Mall for Spelling Bee. Requested by Nicole Gorog, using requested Funds from Principal's Contingency Fund.**
 - 10. 3-19-2019: Elem GEM to RIU6 for Equations. Requested by Nicole Gorog, at no cost.**
 - 11. 3-21-2019: Jr High Gifted to RIU6 for Equations. Requested by Nicole Gorog, at no cost.**
 - 12. 5-6-2019: Jr High Gifted to RIU6 for Scrabble Competition. Requested by Nicole Gorog, at no cost.**
 - 13. 5-7-2019: 4th to 8th Graders to RIU6 for Math 24. Requested by Nicole Gorog, at no cost.**
 - 14. 5-14-2019: Elem GEM to RIU6 for Escape the IU. Requested by Nicole Gorog, at no cost.**

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 SAFE SCHOOL LIBRARY of TRAINING at a cost of \$740, with funds from the 2017-18 Contingency Fund. 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. K. Swartfager made the Motion to APPROVE the INCLUSION of a NEW A.P. ENVIRONMENTAL SCIENCE CLASS into the 2018-19 HIGH SCHOOL PROGRAM OF STUDIES. 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) (Continued)

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the PURCHASE of TWELVE (12) A.P. Environmental Science Textbooks from INGRAM at a total cost of \$1,798.50. 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. K. Swartfager made the Motion to APPROVE the PURCHASE of THIRTY (30) SPANISH TEXTBOOKS from HOUGHTON MIFFLIN HARCOURT at a total cost of \$3,352.63. 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 PURCHASE of the Following SCHOOL PHYSICAL PLANT ITEMS, with funds from Capital Reserve:**
 - 1. MAIN GYM LOBBY HANDICAP ACCESSIBLE ENTRANCE RAMP from HEETER ENTERPRISES, at a total cost of \$10,106.35.**
 - 2. MAIN ENTRYWAY CAMERA/UNLOCKING SYSTEMS from MOBILCOM at a total cost of \$3,522.89.**
 - 3. GARAGE DRAIN REPAIRS in BOTH BUILDINGS from HEETER ENTERPRISES at a total cost of \$4,600.**
 - 4. ELEMENTARY SECURITY CAMERA SYSTEM CABLING from CABLE COMMUNICATIONS, INC., at a total cost of \$8,400.**

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 WORKERS' COMPENSATION INSURANCE PROGRAM to REMAIN at the FULLY FUNDING OPTION for 2018-19. 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. K. Swartfager made the Motion to APPROVE the CD INVESTMENT PLAN of 3% for \$1,500,000 to CLARON COUNTY COMMUNITY BANK. 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. VanTassel made the Motion to APPROVE the MEMORIAL WALL EAGLE SCOUT PROJECT by JAYKE PORTER. 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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POLICY (For Individual or Separate Consideration)

□ **Mr. Beary made the Motion to APPROVE the 2nd READING of the FOLLOWING POLICIES:**

- 1. #105: Curriculum**
- 2. #138: Language Instruction Educational Program for English Learners.**
- 3. #239: Foreign Exchange Students.**
- 4. #906: Public Complaint Procedures.**
- 5. #918: Title I Parent and Family Engagement.**

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.

ADJOURNMENT

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 7:47 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**