

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
November 21, 2022**

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 21, 2022 at 8:10 P.M. The Meeting was held in the Keystone Elementary School Library, 451 Huston Avenue, Knox, Pennsylvania. The following Board Members were present: Mr. Gregory A. Barrett, Mr. James A. Beary, Mr. Jason C. Say, Mr. John R. Slagle, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson, Mr. Dwayne E. VanTassel and Mr. Randall C. Weaver. Mr. Dustin L. Swartfager was absent. Also present were: Mr. Jason Best, Mrs. Leigh Black, Mrs. Kaylan Blair, Mr. Jacob Deemer, Mr. Michael McCormick, Mrs. Kelli McNaughton, Mr. Rodney Sherman and Mr. Kristoffer Willison.

PUBLIC COMMENT

None.

CONSIDERATION OF AGENDA

- Mr. Beary made the Motion to APPROVE the Agenda with the following
CORRECTION:
 1. Change VI. F. to: Retroactive Approval to Hire Chelsea Mong as Varsity Cheer Coach, until Mr. Schultz returns. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.

CONSENT AGENDA

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

- **Minutes:**
 1. Approve the October 17, 2022 Regular Business Meeting Minutes*
- **Financial Reports:**
 1. File the October, 2022 Contingency Fund Report for Audit*
 2. File the October, 2022 Liquid Cash and Investment Activity Analysis Report for Audit*
 3. File the October, 2022 High School Student Activities Report for Audit*
 4. Approve the October, 2022 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G*
 5. Approve the October, 2022 Cafeteria Bills for payment as presented and located in Attachment C*
 6. File the October, 2022 Cafeteria P&L for Audit*
 7. File the October, 2022 Capital Reserve Bills for payment as presented and located in Attachment B-1*

CONSENT AGENDA (Continued)

❑ **Written Reports:**

1. Accept the September, 2022 Northwest School Combine Report*
2. Accept the Career Center Report*
3. Accept the IU6 Report*

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

PERSONNEL (For Individual or Separate Consideration)

- ❑ Mr. K. Swartfager made the Motion to APPROVE the SUPERINTENDENT PERFORMANCE DESCRIPTION. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.
- ❑ Mr. Beary made the Motion to APPROVE the HIRING of JEFFREY CARBAUGH as a FULL-TIME CUSTODIAN and EMILY KNISLEY as a PARAPROFESSIONAL, both effective immediately, and pending proper completion of Personnel File Documentation and Clearances. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.
- ❑ Mr. Barrett made the Motion to RETROACTIVELY APPROVE the HIRING of KRISTOPHER HEETER as SUBSTITUTE CUSTODIAN, pending proper completion of Personnel File Documentation and Clearances. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.
- ❑ Due to a Lack of Motion, the Retroactive Approval to Hire DALTON SCHULTZ as VARSITY CHEER COACH died.
- ❑ Mr. Barrett made the Motion to RETROACTIVELY APPROVE the HIRING of CHELSEA MONG as VARSITY CHEER HEAD COACH, until MR. SCHULTZ returns and APPROVE TAYLOR (HOFFMAN) WOLBERT as VARSITY CHEER VOLUNTEER COACH, pending proper completion of Personnel File Documentation and Clearances. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—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 MARCIA ROSSMAN as MEDICAL/SECURITY CONSULTANT at a fee of \$150 per event for Home Boys and Girls' JV/Varsity Basketball Games. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the HIRING of ASHLEE BLACK as a 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. Say—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ **Mr. Say made the Motion to APPROVE the PURCHASE of FENCING for the ELEMENTARY SCHOOL PLAYGROUND from C&H Fencing at a cost of \$39,990.00, with funds from Capital Reserve. The roll call vote is recorded as follows: Mr. Barrett—no; Mr. Beary—no; Mr. Say—yes; Mr. Slagle—no; Mr. K. Swartfager—no; Mrs. Thompson—no; Mr. VanTassel—no and Mr. Weaver—no. Motion defeated 1-7.**

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the GENERAL FUND—FUND BALANCE DESIGNATION as of June 30, 2022, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**

- ❑ **Mr. Barrett made the Motion to APPROVE/RETROACTIVELY APPROVE the Upcoming Field Trips:**
 1. **11/4/2022: Spanish IV Class to Cozumel in Clarion. Requested by Bill Weaver, using Student Funds.**
 2. **11/22/2022: 9th Graders to Clarion County Career Center. Requested by Lyndsay Blystone, using Budgeted Funds.**

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

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POLICY (For Individual or Separate Consideration)

❑ **Mr. Weaver made the Motion to Consider Policy #200: Enrollment of Students separately and to APPROVE the 1st Reading: The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—no. Motion carried 7-1.**

❑ **Mr. Barrett made the Motion to APPROVE the 1st READING of the following policies:**

- 1. #201: Admission of Students**
- 2. #202: Eligibility of Non-Resident Students**
- 3. #203.1: HIV Infection**
- 4. #204: Attendance**
- 5. #206: Assignment Within District**
- 6. #209: Health Examinations/Screenings**
- 7. #209.1: Food Allergy Management (New Policy)**
- 8. #209.2: Diabetes Management (New Policy)**

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

❑ **Mr. Barrett made the Motion to APPROVE the RECOMMENDATION to RETIRE POLICY #200.1: Head Lice and Other Forms of Infestation. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**

ADJOURNMENT

❑ **With no further business, Mr. VanTassel made the Motion to ADJOURN the Meeting at 8:21 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**

Respectfully submitted,

**Kristoffer S. Willison
Board Secretary**

