

**Keystone School District  
Knox, Pennsylvania  
Regular Work Session Minutes  
March 13, 2023**

**OPENING/ATTENDANCE**

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Work Session to order on Monday, March 13, 2023 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. Jason C. Say, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson, Mr. Dwayne E. VanTassel and Mr. Randall C. Weaver. Also present were: Mr. Josh Beal, Mr. Jason Best, Mrs. Kaylan Blair, Mrs. Kim Callander, Mr. Michael Hall, Mrs. Michelle Henry, Mrs. Jennifer Mauk, Mr. Michael McCormick, Mrs. Kelli McNaughton, Mrs. Kim O'Neil, Mrs. Jodee Raybuck, Mr. Stanley Reed, Mr. Kristoffer Willison and Mrs. Marty Wise.

**ANNOUNCEMENTS**

- ❑ Mr. Slagle welcomed the guests to the Meeting.
- ❑ Mr. Slagle said the Policy Committee met on March 1, 2023.
- ❑ Mr. Slagle said the Athletic Committee met on March 7, 2023.
- ❑ Mr. Slagle said the Cafeteria & Transportation Committee met on March 8, 2023.
- ❑ Mr. Slagle said the Curriculum & Instruction Committee will meet on March 15, 2023 at 6 P.M.
- ❑ Mr. Slagle said the next scheduled Meeting is the Combined Regular Work Session and Regular Business Meeting on April 17, 2023 at the Clarion County Career Center at 7 P.M. Dinner will be served prior to the Meeting at 6:30 P.M.

**PUBLIC COMMENT**

None.

**REPORTS**

- ❑ **Superintendent—Mr. Hall:**
  1. Risk/Vulnerability Assessment (PA State Police).
  2. Spring Sports Ramp Up.
  3. ESSA 2022 Report.
  4. School will be In Session on March 17 and March 21. We will not have School on March 20.
  5. High School Gym Floor Update: April 3, 2023 is the Start Date, and May 25, 2023 is the End Date.

**REPORTS (Continued)**

- ❑ **Elementary—Mr. McCormick:**
  1. **Incoming Kindergarten Students—43 (approximately 16 are Special Education Students).**
  2. **Mobile Dentist (45 Students).**
  3. **Federal Program Coordinator Conference:**
    - A. **Using ESSER Funds.**
    - B. **Title Programs.**
  
- ❑ **High School—Mrs. McNaughton/Mr. Best:**
  1. **National Honor Society Trivia Night.**
  2. **PMEA All-State Chorus—Tanner Vickers.**
  3. **Musical was “Foot Loose”.**
  4. **Adjudication for Jr/Sr Band was held.**
  5. **Scholar/Athlete Award—Tyler Albright.**
  6. **“Senator for a Day”.**
  7. **Archery Club Tournament.**

**DIALOGUE ITEMS**

- ❑ **Mr. Hall requested Approval of Hiring Cody Young as a Full-Time Custodian, with the Personnel Committee Recommendation.**
  
- ❑ **Mr. Hall requested Approval of the Letter of Resignation from Josue Barrios as Varsity Boys’ Soccer Head Coach.**
  
- ❑ **Mr. Hall requested Approval to Post and Advertise for a Varsity Boys’ Soccer Head Coach.**
  
- ❑ **Mr. Hall requested Approval for the Lump Sum Requests to:**
  1. **Kami Coursen**
  2. **Kathy Rutkowski**
  
- ❑ **Mr. Hall requested Approval of Jessica Courson—Van Driver.**
  
- ❑ **Mr. Hall requested Approval of the 2023-2028 Keystone School District Educational Support Personnel Association Contract, with the Negotiation Committee Recommendation.**
  
- ❑ **Mr. Hall reviewed and requested Approval of the 2023-24 IU6 Operating Budget. Mr. Barrett also reviewed the Contract.**
  
- ❑ **Mr. Hall requested Approval of the July 1, 2023 to June 30, 2026 IU6 RWAN Agreement.**
  
- ❑ **Mr. Hall requested Approval of the 2023-24 IU6 E-Rate Letter of Agency.**

**DIALOGUE ITEMS (Continued)**

- ❑ **Mr. Hall requested Approval of the 2022-23 Glade Run Lutheran Services Agreement.**
- ❑ **Mr. Hall requested Approval of the Purchase of a Lynx Fully Automated System in the amount of \$10,815.00, with Funds from Capital Reserve, with anticipation of a Contribution from the Track/Cross Country Boosters.**
- ❑ **Mr. Hall requested Approval of the Purchase of High School Classroom Chair Desks from Virco, at a cost of \$7,664.10, with Funds from Capital Reserve.**
- ❑ **Mr. Hall reviewed and requested Approval for the Purchase of Service Relating to Elementary Fire Alarm Installation from Schindler Elevator Corp. at a cost of \$1,834.28, with Funds from Capital Reserve.**
- ❑ **Mr. Hall reviewed and requested Approval of the Drainage Ditch and Pipe outside of the Baseball Field.**
- ❑ **Mr. Hall requested Approval of the Renewal of the FSMC Contract, with the Cafeteria/Transportation Committee recommendation.**
- ❑ **Mr. Hall requested Approval of the Eagle Scout Project relating to the Shot Put Ring.**
- ❑ **Mr. Hall reviewed the High School Gym Floor Salvage Rights.**
- ❑ **Mr. Hall requested Approval of the Upcoming Field Trips:**
  1. **3/23/2023: Business Math Class to KGC Federal Credit Union and Farmer's National Bank. Requested by Kim Exley, at no cost.**
  2. **3/24/2023: Jr/Sr Archery Club to Spooky Nook Sports, Manheim, PA. Requested by Chad Buerk, using Archery Club Fundraising Funds (State Competition).**
  3. **4/5/2023: School Counselor and 5<sup>th</sup> Grade to Penn West Clarion. Requested by Autumn Marshall, using 5<sup>th</sup> Grade Pencil Sales Funds and Student Contributions.**
  4. **5/4/2023: Envirothon Competition at Clear Creek. Requested by Pam McCandless, using Budgeted Funds.**
  5. **5/5/2023: Physics Class to Kennywood Park. Requested by Dustin Kifer, using Student Contributions.**
  6. **5/16/2023: Ecology Class and Enviro Club to Cook Forest. Requested by Matt Baker, using Budgeted Funds.**

**POLICY**

- **Mr. Hall Requested Approval of the 1st Reading of the Following Policies:**
1. **#208: Withdrawal From School**
  2. **#301: Creating a Position**
  3. **#302: Employment of Superintendent**
  4. **#304: Employment of District Staff**
  5. **#305: Employment of Substitute**
  6. **#306: Employment of Summer School Staff**
  7. **#307: Student Teachers/Interns**
  8. **#308: Employment Contract/Board Resolution**
  9. **#309: Assignment and Transfer**
  10. **#311: Reduction of Staff**
  11. **#312: Performance Assessment of Superintendent**
  12. **#313: Evaluation of Employees**
  13. **#314: Physical Examination**
  14. **#314.1:HIV Infection**
  15. **#317: Conduct/Disciplinary Procedures**
  16. **#317.1: Educator Misconduct**

**Mr. Hall gave a Website Update.**

**ADJOURNMENT**

**With no further business, the Meeting was adjourned at 7:32 P.M.**

**Respectfully submitted,**

**Kristoffer S. Willison, Board Secretary**

