

**Keystone School District  
Knox, Pennsylvania  
Regular Work Session Minutes  
July 17, 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, July 17, 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. Randy Bartley, Mr. Jason Best, Mrs. Kaylan Blair, Mr. Michael Hall, Mr. Michael McCormick, Mrs. Ginger McGiffin, Mr. Robert McGiffin, Mr. Nick Minotti, Mr. Eric Petrazio and Mr. Kristoffer Willison.

**ANNOUNCEMENTS**

- ❑ Mr. Slagle welcomed the guests to the Meeting.
- ❑ Mr. Slagle said the next Meeting is the Combined Regular Work Session and Business Meeting on Monday, August 14, 2023 beginning at 7 P.M. in the Elementary School Library.
- ❑ Mr. Slagle said an Athletic Council Meeting was held on June 11, 2023.
- ❑ Mr. Slagle said a Buildings & Grounds Committee Meeting was held tonight at 6 P.M.

**PUBLIC COMMENT**

None.

**REPORTS**

- ❑ Mr. Eric Petrazio and Mr. Nick Minotti from McClure Company did an Investment Grade Audit Presentation on the Guaranteed Energy Savings Project.
- ❑ **Superintendent—Mr. Hall reviewed the following:**
  1. Boys' Soccer Program:
    - a. Lacks Participants.
    - b. No viable Co-Op Option.
  2. State Budget Update.

**REPORTS (Continued)**

- ❑ **Elementary School Principal—Mr. McCormick reviewed:**
  1. Elementary School Faculty Handbook Changes.
  2. Elementary School Student Handbook Changes.
  
- ❑ **High School Principal—Mr. Best reviewed:**
  1. High Student Handbooks Changes.
  2. High School Teacher Handbook Changes.
  3. Athletic Handbook Changes.

**DIALOGUE ITEMS**

- ❑ Mr. Hall reviewed and requested Approval to Post for a Mentor for Paige Eaton, Speech Pathologist.
  
- ❑ Mr. Hall reviewed and requested Approval of the Following 2023-24 Annual Board-Approved Items:
  1. Insurance:
    - a. C.M. Regent Contract for Long-Term Disability Insurance Rates: \$0.23/\$100 Coverage.
    - b. Workers' Compensation/Property/Liability/E&O/Auto.
  2. Handbooks:
    - a. High School Student Handbook.
    - b. High School Faculty Handbook.
    - c. High School Athletics Handbook.
    - d. Elementary School Student Handbook.
    - e. Elementary School Faculty Handbook.
    - f. Paraprofessional Handbook.
  3. High School Course Descriptions.
  
- ❑ Mr. Hall reviewed and requested Approval for Kristoffer Willison, Business Manager, as Signatory at Clarion County Community Bank for Certificate of Deposit.
  
- ❑ Mr. Hall reviewed and requested Approval for the ARP ESSER Health & Safety Plan for Keystone School District.
  
- ❑ Mr. Hall reviewed and requested Approval for the Mikayla's Voice 2022-23 Post-Survey.
  
- ❑ Mr. Hall reviewed and requested Retroactive Approval of the Elementary Classroom Desks/Chairs from Virco at a cost of \$4,800.80, with funds from Capital Reserve.
  
- ❑ Mr. Hall reviewed and requested Approval to Advertise for the Sale of the Old Generator.

**REGULAR WORK SESSION MINUTES  
JULY 17, 2023  
PAGE 3**

**DIALOGUE ITEMS** (Continued)

- ❑ **Mr. Hall reviewed and requested Approval, with the Recommendation of the Buildings & Grounds Committee, to Seal Coat the High School Lower Parking Lot by Neil Seal at a cost of \$5,000.00, with funds from Capital Reserve.**
- ❑ **Mr. Hall reviewed and requested Approval, with the Recommendation of the Buildings & Grounds Committee, of the Sidewalk Replacement Project by Deible Landscaping, Inc., at a cost of \$9,937.50, with funds from Capital Reserve.**
- ❑ **Mr. Hall reviewed and requested Approval, with the Recommendation of the Buildings & Grounds Committee, of the Baseball Field Ditch, by Deible Landscaping, Inc., at a cost of \$12,110.00, with funds from Capital Reserve.**
- ❑ **Mr. Hall reviewed the Keystone High School Band Uniforms. Mrs. Ginger McGiffin, KMA President, also reviewed the High School Band Uniforms and said that due to increased participation, we will need 12 Color Guard Uniforms at an estimated cost of \$840 and 25 Drum Line Uniform Needs at an estimated cost of \$4,000—for a total cost not to exceed \$5,000.00.**

**ADJOURNMENT**

**With no further business, the Meeting adjourned at 8:11 P.M.**

**Respectfully submitted,**

**Kristoffer S. Willison, Board Secretary**