

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
July 17, 2023**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, July 17, 2023 at 8:11 P.M. 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. 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.

ANNOUNCEMENT

- ❑ Mr. Slagle said the next scheduled Meeting will be the Combined Regular Work Session and Business Meeting on August 14, 2023 at 7 P.M. in the Elementary School Library.

CONSIDERATION OF AGENDA

- ❑ Mr. K. Swartfager made the Motion to APPROVE the AGENDA as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.

CONSENT AGENDA

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

- ❑ **Minutes:**
 1. Approve the June 19, 2023 Regular Business Meeting Minutes*
- ❑ **Financial Reports:**
 1. File the June, 2023 Board Summary for Audit*
 2. File the June, 2023 Liquid Cash and Investment Activity Analysis Report for Audit*
 3. File the June, 2023 Contingency Fund Report for Audit*
 4. File the June, 2023 High School Student Activities Report for Audit*
 5. Approve the June, 2023 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G*
 6. Approve the June, 2023 Cafeteria Bills for payment as presented and located in Attachment C*

CONSENT AGENDA (Continued)

❑ **Written Reports:**

1. Accept the May, 2023 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. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.

PERSONNEL (For Individual or Separate Consideration)

- ❑ Mr. Beary made the Motion to APPROVE the POSTING of a MENTOR for PAIGE EATON, SPEECH PATHOLOGIST. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ Mr. K. Swartfager made the Motion to APPROVE the 2023-24 BOARD-APPROVED ITEMS, as presented:
1. **Insurance:**
 - a. C.M. Regent, LLC. 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.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.

- ❑ Mr. Beary made the Motion to APPROVE KRISTOFFER WILLISON, BUSINESS MANAGER, as SIGNATORY at CLARION COUNTY COMMUNITY BANK for CERTIFICATE of DEPOSIT. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.

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

- ❑ **Mr. Barrett made the Motion to APPROVE the 2023-24 ARP ESSER HEALTH & SAFETY PLAN for the KEYSTONE SCHOOL DISTRICT. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.**
- ❑ **Mr. K. Swartfager made the Motion to APPROVE the MIKAYLA’S VOICE 2022-23 POST-SURVEY. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.**
- ❑ **Mr. K. Swartfager made the Motion to RETROACTIVELY APPROVE the PURCHASE of the ELEMENTARY CLASSROOM DESKS and CHAIRS from VIRCO at a cost of \$4,800.80, with funds from Capital Reserve, with Inventory of all Desks and Chairs to follow. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.**
- ❑ **Mr. Beary made the Motion to APPROVE the ADVERTISING for the SALE of the OLD GENERATOR. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.**
- ❑ **Mr. VanTassel made the Motion to APPROVE the SEAL COAT of the HIGH SCHOOL LOWER PARKING LOT by NEIL SEAL at a cost of \$5,000.00, with funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.**
- ❑ **Mr. Beary made the Motion to APPROVE the SIDEWALK REPLACEMENT PROJECT by DEIBLE LANDSCAPING, INC., at a cost of \$9,937.50, with funds from Capital Reserve and the BASEBALL FIELD DITCH PROJECT by DEIBLE LANDSCAPING, INC., at a cost of \$12,110.00, with funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.**

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

- **Mr. Barrett made the Motion to APPROVE to PAY up to \$5,000.00 in the Current Year for HIGH SCHOOL BAND UNIFORM ADDITIONS and ADD a LINE ITEM in FUTURE BUDGETS. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes; Motion carried 9-0.**

ADJOURNMENT

- **With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8:19 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes; Motion carried 9-0.**

Respectfully submitted,

Kristoffer S. Willison, Board Secretary