

**~AMENDED~**

**SEPTEMBER 18, 2023**

**PROPOSED AGENDA**

**BOARD OF SCHOOL DIRECTORS  
OF THE  
KEYSTONE SCHOOL DISTRICT**

**REGULAR BUSINESS MEETING**

**ELEMENTARY SCHOOL LIBRARY**

**IMMEDIATELY FOLLOWING THE REGULAR WORK SESSION**

**I. Call to Order—Mr. Slagle**

**II. Roll Call—Mr. Willison**

**III. Consideration of Agenda**

**A. Additions**

**B. Corrections**

**C. Deletions**

**IV. Consent Agenda**

**Note: Items marked with an \* have additional information attached that pertains to the Consent Agenda Item.**

**A. Minutes:**

- 1. Approve the August 14, 2023 Regular Work Session Meeting Minutes\***
- 2. Approve the August 14, 2023 Regular Business Meeting Minutes\***

**B. Financial Reports:**

- 1. File the August, 2023 Liquid Cash and Investment Activity Analysis Report for Audit\***
- 2. File the August, 2023 Elementary Student Activities Report for Audit\***
- 3. File the August, 2023 High School Student Activities Report for Audit\***
- 4. Approve the August, 2023 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G\***

**IV. Consent Agenda (Continued)**

**B. Financial Reports (Continued):**

- 5. Approve the August, 2023 Cafeteria Bills for payment as presented and located in Attachment C\***
- 6. Approve the August, 2023 Capital Reserve Bills for payment as presented and located in Attachment B-1\***

**C. Written Reports:**

- 1. Accept the July, 2023 Northwest School Combine Report\***
- 2. Accept the Career Center Report\***
- 3. Accept the IU Report\***

**V. Personnel (For Individual or Separate Consideration)**

- A. Consideration of the Approval of Amy English as a Substitute Secretary/ Paraprofessional, pending proper completion of Personnel File Documentation and Clearances.**
- B. Consideration of the Approval of Wendy Braun as Cafeteria Monitor, as per the Personnel Committee Recommendation, pending proper completion of Personnel File Documentation and Clearances.**
- C. Consideration of the Approval to Post and Advertise for an Anticipated Paraprofessional Position.**
- D. Consideration of the Approval of the Athletic Council's Recommendations:**
  - 1. Hiring of Clint Yargar as the Varsity Girls' Soccer Coach, pending proper completion of Personnel File Documentation and Clearances**
  - 2. Accepting the Resignation of Lee Weber as Varsity Football 1<sup>st</sup> Assistant Coach.**
  - 3. Appointing Lee Weber as Varsity Football Volunteer Coach.**
  - 4. Hiring Colby Himes as Varsity Football Assistant Coach.**
  - 5. Reconfiguring the Varsity Football Assistant Coach Positions:**
    - a. Austin Ion: 1<sup>st</sup> Assistant Coach.**
    - b. Colby Himes: 2<sup>nd</sup> Assistant Coach.**
    - c. Jon Beal: 3<sup>rd</sup> Assistant Coach.**
  - 6. Accepting the Resignation of Tori Swartfager as Varsity Girls' Basketball Assistant Coach**
  - 7. Appointing Tori Swartfager as a Varsity Girls' Basketball Volunteer Coach.**
  - 8. Posting for a Varsity Girls' Basketball Assistant Coach.**
  - 9. Accepting the Resignation of Tom Bowser as Fall/Winter Weight Room Coordinator.**
  - 10. Posting for a Fall/Winter Weight Room Coordinator.**
  - 11. Appointing Bailey Donaldson as a Cheerleading Volunteer Coach, pending proper completion of Clearances.**
  - 12. Adjusting the Girls' Track Assistant Coach's Salary for the entire amount to be paid to Franki Sheatz.**
- E. Consideration of the Approval of Kasey Schultz as an Elementary Volunteer, pending proper completion of Clearances.**

**VI. New Business (For Individual or Separate Consideration)**

- A. Consideration of the Retroactive Approval of Myers Transportation, Inc. Contract and Pam Myers and Beth Pentz as Van Drivers, pending proper completion of Clearances.**
- B. Consideration of the Approval of Mark Weaver, as Van Driver for Randy McClendon, Inc., pending proper completion of Clearances.**
- C. Consideration of the Retroactive Approval of the Annual Board-Approved Item:  
1. Student Accident Insurance through A-G Administrators, LLC at Parent Cost.**
- D. Consideration of the Approval of the Drexel University Field Placement Memorandum of Understanding.**
- E. Consideration of the Approval of the 2023-24 Sub-Grant Agreement for Implementation of the Individuals with Disabilities Act (IDEA) – Part B with IU6 in the amount of \$170,269.41.**
- F. Consideration of the Approval of the 2023-24 Sub-Grant Agreement for Implementation of the Individuals with Disabilities Act (IDEA) – 619 Pass Through Funding with IU6 in the amount of \$5,889.00.**
- G. Consideration of the Approval of the Upcoming Field Trips:**
  - 1. 9-12-2023 through 5-21-2024: Student Services Students to IU6 for Work Experience and On-The-Job Training. Requested by Jen Slaughaupt, at no cost to the District.**
  - 2. 9-15-2023, 10-5-2023, 11-9-2023, 12-15-2023, 1-12-2024, 2-9-2024, 3-15-2024, 4-12-2024 and 5-10-2024: Life Skills Class to Keystone Elementary for Snack Cart Business. Requested by Amy Goldthwaite, using Budgeted Funds.**
  - 3. 9-26-2023: A/P Environmental Science Class to Quiet Creek Herb Farm in Brookville. Requested by Tyler Chambers, at no cost to the District.**
  - 4. 9-29-2023: Life Skills Class to Walmart and Dairy Queen. Requested by Amy Goldwaite, using Budgeted Funds.**
  - 5. 10-5-2023: 1<sup>st</sup> Grade Students to Elk County Visitor Center. Requested by Nancy Daum, using Student Contribution and CATS Funds.**
  - 6. 10-12-2023: Ecology Class to Elk County Visitor Center. Requested by Matt Baker, using Budgeted Funds.**
  - 7. 10-24-2023, 12-12-2023 and 4-2-2024: Keystone CCYC/SPARK Club to 3-Part Leadership Conference in Shipperville/Knox Area. Requested by Kami Coursen, at no cost to the Student.**

**VI. New Business (For Individual or Separate Consideration)**

**G. Consideration of the Approval of the Following Field Trips (Continued):**

8. 11-8-2023: Learning Support 9<sup>th</sup> Grade English to Prime Stage Theatre in Pittsburgh. Requested by Kim Exley, using Budgeted Funds and Student Contribution.
9. 11-17-2023: Life Skills Class to Riverside. Requested by Amy Goldwaite, using Budgeted Funds.
10. 11-21-2023: 6<sup>th</sup> Grade Students to Chorus Fest in Punxsutawney. Requested by Barbi Milliron, using Budgeted Funds.
11. 12-6-2023: Life Skills Class to Knox Laundry Mat and Knox Bakery. Requested by Amy Goldthwaite, using Budgeted Funds.
12. 12-20-2023: Life Skills Class to Dollar General. Requested by Amy Goldthwaite, using Budgeted Funds.
13. 12-21-2023: Life Skills Class to Knox Post Office. Requested by Amy Goldthwaite, using Budgeted Funds.
14. 3-22-2024: Life Skills Class to The Carriage Inn and Knox Public Library. Requested by Amy Goldthwaite, using Budgeted Funds.
15. 4-8-2024: Astronomy Class to Headwaters Park in Erie. Requested by Tyler Chambers, at no cost to the Students.
16. 4-11-2024: 3<sup>rd</sup> thru 6<sup>th</sup> Grade GEM Students to Cleveland, Ohio. Requested by Nicole Gorog, using Parent Payment and Fundraisers.
17. 5-17-2024: Life Skills Class to Farmer's National Bank and Strawberry Delight. Requested by Amy Goldthwaite, using Budgeted Funds.

**VII. Policy (For Individual or Separate Consideration)**

**A. Consideration of the Approval of the 2nd Reading of the Following Policies:**

1. #000: Policy/Procedure/Administrative Regulations
2. #001: Name and Classification
3. #002: Authority and Powers
4. #003: Functions
5. #004: Membership
6. #005: Organization
7. #006: Meetings
8. #007: Policy Manual Access
9. #011: Principles for Governance and Leadership

**B. Consideration of the Approval of the Retirement of the Following Policies:**

1. #006.1: Attendance at Meetings Via Electronic Communications
2. #008: Organizational Chart
3. #009: Confidentiality
4. #401: Creating a Position
5. #405: Employment of Substitute Professional Employees
6. #406: Employment of Summer School Staff
7. #407: Student Teachers

**VII. Policy (For Individual or Separate Consideration) (Continued)**

**B. Consideration of the Approval of the Retirement of the Following Policies (Continued):**

8. #409: Employment Contract
9. #409: Assignment and Transfer
10. #412: Evaluation of Employees
11. #414.1: HIV Infection
12. #416: Non-Tenured Staff Members
13. #418: Penalties for Tardiness
14. #419: Outside Activities
15. #420: Freedom of Speech in Non-Instructional Settings
16. #421: Political Activities
17. #422: Gifts
18. #424: Personnel Files
19. #425: Dress and Grooming
20. #426: Complaint Process
21. #428: Salary Determination
22. #431: Job Related Expenses
23. #432: Working Periods
24. #434: Sick Leave
25. #436: Personal Necessity Leave
26. #438: Sabbatical Leave
27. #438.1: Compensated Professional Leaves
28. #439: Uncompensated Leave
29. #501: Creating a Position
30. #505: Employment of Substitute and Short-Term Employees
31. #508: Employment Contract
32. #509: Assignment and Transfer
33. #512: Evaluation of Classified Employees
34. #514: Physical Examination
35. #514.1: HIV Infection
36. #518: Penalties for Tardiness
37. #519: Outside Activities
38. #524: Personnel Files
39. #525: Dress and Grooming
40. #526: Complaint Process
41. #528: Salary Determination
42. #530: Overtime
43. #531: Job Related Expenses
44. #532: Working Periods
45. #534: Sick Leave
46. #536: Personal Necessity Leave
47. #537: Vacation
48. #539: Uncompensated Leave
49. #541: Benefits for Part-Time Personnel
50. #542: Jury Duty

**VII. Policy (For Individual or Separate Consideration) (Continued)**

- B. Consideration of the Approval of the Retirement of the Following Policies (Continued):**
- 51. #543: Paid Holidays**
  - 52. #548: Unlawful Harassment**
  - 53. #551: Drug and Substance Abuse**

**VIII. Adjournment**