

**Keystone School District  
Knox, Pennsylvania  
Regular Work Session Minutes  
November 20, 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, November 20, 2023 at 7 P.M. The Meeting was held in the Keystone Elementary School Gymnasium, 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. 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. Randy Bartley, Mr. Jacob Deemer, Mr. Jason Best, Mrs. Kaylan Blair, Mr. Michael Hall, Mr. Michael McCormick, Mrs. Kelli McNaughton, Mr. Kristoffer Willison and Various Members of the Public.

**ANNOUNCEMENTS**

- Mr. Slagle welcomed the guests.
- Mr. Slagle said the next Meeting is the Reorganization Meeting, Regular Work Session and Regular Business Meeting on December 4, 2023.
- Mr. Slagle said Athletic Council Meetings were held on October 26, 2023 and November 13, 2023.
- Mr. Slagle said a Buildings & Grounds Committee Meeting was held on November 6, 2023.
- Mr. Slagle said an Executive Session would be held tonight following the Business Meeting for Personnel Reasons.

**PUBLIC COMMENT**

- Eric and Jodie Mount:
  1. Provided information regarding "Top 10" Graduating Senior Dinner, with all Expenses to be paid by Eric and Jodie Mount.
- Eric Mount:
  1. Stated he is against the Current Co-Op Proposal.
- Chuck Weaver:
  1. Said the Co-Op Proposal is a Matter of Opportunity.
- Jim Lyle:
  1. Discussed a Debate Club in Senior High School.
  2. Had questions regarding the Co-Op Proposal.

PUBLIC COMMENT (Continued)

- **Abigail Simcheck:**
  1. Discussed her Co-Op Proposal Concerns.
- **Kelly Hartzell:**
  1. Discussed her Co-Op Proposal Concerns.
- **Andrea Williams:**
  1. Asked name to be removed from Agenda.
- **Jill Henry:**
  1. Discussed Wrestling Co-Op with Clarion.

REPORTS

- **Superintendent—Mr. Hall:**
  1. Mobile Oilfield Technology Grant.
  2. Snow Days—3. Will be Remote Days following those.
  3. McElhattan Dual Enrollment Grant.
  4. Act 1 Health Insurance Projection 9.91% Increase.
  5. Leaving Board Members Recognition and Appreciation:
    - a. Mr. Barrett
    - b. Mr. Beary
    - c. Mr. VanTassel
- **Elementary Principal—Mr. McCormick:**
  1. Veterans' Day Assembly.
  2. KYEA Program.
  3. Punxsutawney Chorus Fest.
  4. Elementary Band/Choir Concert will be December 19, 2023.
- **High School Principal—Mrs. McNaughton:**
  1. Winter Sports Seasons have started.
  2. County Band/Choir.
  3. PSSA/SAT Scores Above State Averages.
  4. Senior Trip to Washington, D.C.
- **Athletic Council Report—Mr. Hall:**
  1. Will be discussed in Dialogue Items.
- **Buildings & Grounds Report—Mr. Hall:**
  1. Security Camera Replacements.
  2. Shot Put Area Complete.
  3. Guaranteed Energy Savings Project.
  4. Van Replacement.
  5. Elementary Playground via Potential Donor.

REPORTS (Continued)

- Intermediate Unit Report—Mr. Barrett:
  1. No Report.
  
- Career Center Report—Mr. Beary & Mr. VanTassel:
  1. Minutes are in the Board Packet.
  2. Next Meeting is November 21, 2023. Buildings & Grounds Roof Project is Upcoming.
  3. Veterans' Day.
  
- Legislative Report—Mr. Hall:
  1. HB 1422 Cyber Reform.

DIALOGUE ITEMS

- **Mr. Hall reviewed and requested Approval of the Following Items:**
  1. Memorandum of Agreement with the Keystone School District and the Keystone Education Association regarding Life Insurance.
  
  2. Shana Blanchard as Full-Time Paraprofessional, as recommended by the Personnel Committee.
  
  3. Recommendations from Athletic Council:
    - a. Hiring of Julie Patrick as Varsity Girls' Basketball Assistant Coach.
    - b. Hiring of Sarah Zeigler as Jr. High Cheerleading Coach (Basketball) at a prorated rate.
    - c. Renaming the Jr. High Volleyball Coaching Positions:
      - 1) Jr. High Girls' Volleyball Head Coach.
      - 2) Jr. High Girls' Volleyball Assistant Coach.
    - d. Re-Distribution of Jr. High Volleyball Coaches' Salaries within the Extra-Curricular Schedule to:
      - 1). Head Coach: \$1,997.96
      - 2). Assistant Coach: \$1,000.00
    - e. Hiring Bryan Mong as Jr. High Volleyball Head Coach.
    - f. Hiring of Ceayra Altman as Jr. High Volleyball Assistant Coach.
    - g. Marcus Heller as Girls' Basketball Program Volunteer Coach.
  
  4. Letter of Intent to Retire from Kathi Weaver, Superintendent's Secretary, effective June 30, 2024.
  
  5. Randy Kriebel as Van Driver with Whitmore Busing, LLC.
  
  6. 2023-24 Memorandum of Understanding with Clarion Area School District for Elementary Transition/Grades 6-12 AS/LS.
  
  7. Mr. Willison reviewed the Fund Balance Assignment.

**DIALOGUE ITEMS (Continued)**

□ Mr. Hall reviewed and requested Approval of the Following Items (Continued)

8. Awarding of the Snow Removal Contract.
9. Advertise for a New or Used School Van, per the recommendation of the Buildings & Grounds Committee.
10. Retroactive Approval of the Purchase of Virtual Domain Controller, in the amount of \$21,587.00, with funds from Capital Reserve.
11. Replacement of Fisheye Cameras, per the recommendation of the Buildings & Grounds Committee, in the amount of \$7,737.00, with funds from Capital Reserve.
12. Athletic Council Recommendations for Discussion:
  - a. Approval of a Varsity Football Cooperative Agreement.
  - b. Approval of a Jr. High Football Cooperative Agreement.
  - c. Approval of a Varsity Baseball Cooperative Agreement.
  - d. Approval of a Jr. High Baseball Cooperative Agreement.

Board discussion followed regarding Items 12. A through d.

13. Upcoming Field Trips:
  - a. 11-16-2023: 3<sup>rd</sup> Graders to Children's Museum in Pittsburgh. Requested by Deb Filson, using McElhattan Foundation Grant.
  - b. 11-20-2023: 9<sup>th</sup> Graders to Clarion County Career Center. Requested by Lyndsay Blystone, using Budgeted Funds for Transportation.

**ADJOURNMENT**

With no further business, the Meeting adjourned at 8:21 P.M.

Respectfully submitted,

Kristoffer S. Willison, Board Secretary

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
November 20, 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, November 20, 2023 at 8:22 P.M. in the Keystone Elementary School Gymnasium, 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. Randall C. Weaver and Mr. Dwayne E. VanTassel. Mr. Dustin L. Swartfager was absent. Also present were: Mr. Randy Bartley, Mr. Jacob Deemer, Mr. Jason Best, Mrs. Kaylan Blair, Mr. Michael Hall, Mr. Michael McCormick, Mrs. Kelli McNaughton, Mr. Kristoffer Willison and Various Members of the Public.

**CONSIDERATION OF AGENDA**

- Mr. Beary 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. 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 16, 2023 Regular Work Session Minutes\*
- **Financial Reports:**
  1. File the October, 2023 Liquid Cash and Investment Activity Analysis Report for Audit\*
  2. File the October, 2023 Contingency Fund Report for Audit\*
  3. File the October, 2023 Elementary Student Activities Report for Audit\*
  4. File the October, 2023 High School Student Activities Report for Audit\*
  5. Approve the October, 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 October, 2023 Cafeteria Bills for payment as presented and located in Attachment C\*
  7. File the October, 2023 Cafeteria P&L for Audit\*
  8. Approve the October, 2023 Capital Reserve Bills for payment as presented and located in Attachment B-1\*
- **Written Reports:**
  1. Accept the September, 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. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.

**PERSONNEL** (For Individual or Separate Consideration)

- ❑ Mr. Barrett made the Motion to APPROVE the MEMORANDUM of AGREEMENT with the KEYSTONE SCHOOL DISTRICT and the KEYSTONE EDUCATION ASSOCIATION regarding LIFE INSURANCE. 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 SHANA BLANCHARD as a FULL-TIME PARAPROFESSIONAL, pending proper completion of Personnel File Documentation and Clearances, per the Personnel Committee. 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 RECOMMENDATIONS from ATHLETIC COUNCIL, pending proper completion of Personnel File Documentation and Clearances:
  1. Hiring JULIE PATRICK as VARSITY GIRLS' BASKETBALL ASSISTANT COACH.
  2. Hiring SARAH ZEIGLER as JR. HIGH CHEERLEADING COACH (BASKETBALL) at a prorated rate.
  3. Renaming the JR. HIGH GIRLS' VOLLEYBALL HEAD COACHING POSITIONS:
    - a. JR. HIGH GIRLS' VOLLEYBALL HEAD COACH.
    - b. JR. HIGH GIRLS' VOLLEYBALL ASSISTANT COACH.
  4. Re-Distribution of JR. HIGH VOLLEYBALL COACHES' SALARIES within the EXTRACURRICULAR SCHEDULE to:
    - a. HEAD COACH: \$1,997.96
    - b. ASSISTANT COACH: \$1,000.00
  5. HIRING of BRYAN MONG as JR. HIGH VOLLEYBALL HEAD COACH.
  6. HIRING OF CEAYRA ALTMAN as JR. HIGH VOLLEYBALL ASSISTANT COACH.
  7. APPOINTMENT of MARCUS HELLER as GIRLS' BASKETBALL PROGRAM VOLUNTEER COACH.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. VanTassel made the Motion to APPROVE the LETTER of INTENT to RETIRE from KATHI WEAVER, SUPERINTENDENT'S SECRETARY, effective June 30, 2024. 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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**NEW BUSINESS (For Individual or Separate Consideration)**

- ❑ **Mr. Barrett made the Motion to APPROVE RANDY KRIEBEL as a VAN DRIVER with WHITMORE BUSING, LLC., 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. K. Swartfager made the Motion to APPROVE the 2023-24 MEMORANDUM of UNDERSTANDING with CLARION AREA SCHOOL DISTRICT for ELEMENTARY TRANSITION/GRADES 6-12 AS/LS and to Re-Visit this Agreement at the end of the School Year. 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 FUND BALANCE ASSIGNMENT. 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 AWARD the SNOW REMOVAL CONTRACT, 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. Beary made the Motion to APPROVE the ADVERTISING for a NEW or USED SCHOOL VAN, per the recommendation of the Buildings & Grounds Committee. 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 RETROACTIVELY APPROVE the PURCHASE of a VIRTUAL DOMAIN CONTROLLER, in the amount of \$21,587.00, with Funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Slagle—yes; Mr. Say—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 REPLACEMENT of the FISHEYE CAMERAS, in the amount of \$7,737.00, per the recommendation of the Buildings & Grounds Committee, 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. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**

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

- Mr. Barrett made the Motion to APPROVE the VARSITY FOOTBALL COOPERATIVE AGREEMENT as follows: *Approve the Varsity and Junior Varsity Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fail to approve this Agreement, approval shall be considered void. If approved by all three school districts, this Agreement will start with the 2024-25 School Year and continue through the 2025-26 School Year.* 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—yes. Motion defeated 2-6.
  
- Mr. Barrett made the Motion to APPROVE the JUNIOR HIGH FOOTBALL COOPERATIVE AGREEMENT as follows: *Approve the Junior High Football Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fail to approve this Agreement, approval shall be considered void. If approved by all three school districts, this Agreement will start with the 2024-25 School Year and continue through the 2025-26 School Year.* The roll call vote is recorded as follows: Mr. Barrett—no; Mr. Beary—no; Mr. Say—no; Mr. Slagle—no; Mr. K. Swartfager—no; Mrs. Thompson—no; Mr. VanTassel—no and Mr. Weaver—no. Motion defeated 0-8.
  
- Mr. Barrett made the Motion to APPROVE the VARSITY BASEBALL COOPERATIVE AGREEMENT as follows: *Approve the Varsity and Junior Varsity Baseball Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fail to approve this Agreement, approval shall be considered void. If approved by all three school districts, this Agreement will start with the 2024-25 School Year and continue through the 2025-26 School Year.* The roll call vote is recorded as follows: Mr. Barrett—no; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. K. Swartfager—no; Mrs. Thompson—no; Mr. VanTassel—no and Mr. Weaver—yes. Motion defeated 4-4.



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

- Mr. Barrett made the Motion to APPROVE the JUNIOR HIGH BASEBALL COOPERATIVE AGREEMENT as follows: *Approve the Junior High Baseball Cooperative Agreement between Allegheny-Clarion Valley School District, Keystone School District and Union School District conditional upon approval by all three participating school districts. If any one or more of the three mentioned school districts fail to approve this Agreement, approval shall be considered void. If approved by all three school districts, this Agreement will start with the 2024-25 School Year and continue through the 2025-26 School Year.* The roll call vote is recorded as follows: Mr. Barrett—no; Mr. Beary—no; Mr. Say—no; Mr. Slagle—no; Mr. K. Swartfager—no; Mrs. Thompson—no; Mr. VanTassel—no and Mr. Weaver—no. Motion defeated 0-8.
- Mr. Beary made the Motion to Approve the Upcoming Field Trips:
1. 11-16-2023: 3<sup>rd</sup> Graders to the Children’s Museum in Pittsburgh. Requested By Deb Filson, using McElhattan Foundation Funds.
  2. 11-20-2023: 9<sup>th</sup> Graders to Clarion County Career Center. Requested by Lyndsay Blystone, using Budgeted Funds for Transportation.
- 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. Barrett made the Motion to Adjourn the Meeting at 8:30 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