

**PROPOSED AGENDA**

**BOARD OF SCHOOL DIRECTORS  
OF THE  
KEYSTONE SCHOOL DISTRICT  
REGULAR BUSINESS MEETING**

**JANUARY 16, 2012**

**KEYSTONE ELEMENTARY SCHOOL GROUP INSTRUCTION ROOM**

**7 P.M.**

- I. Call to Order--Mr. Slagle**
- II. Pledge of Allegiance--Mr. Slagle**
- III. Roll Call--Mr. Lauffer**
- IV. Announcements--Mr. Slagle**
  - A. Welcome to the Public.**
  - B. An Executive Session will be held tonight immediately following the Business Meeting to discuss two Personnel Issues and one Contractual Issue.**
  - C. The next Meeting will be the Work Session on February 13, 2012 at the Clarion County Career Center. A light supper will be served at 6:30 P.M. with the Meeting to follow at 7 P.M.**
- V. Public Comment**

**Note:** By adopted Board Policy, individual comments are to be limited to 5 minutes or 15 minutes by topic. Previously adopted topics may be disallowed. Personnel issues may be discussed in Executive Session only.

  - A. None scheduled.**
- VI. Reports**
  - A. Mrs. Witkowski--Technology**

**VII. Consideration of Agenda**

**A. Additions**

**B. Corrections**

**C. Deletions**

**VIII. Consent Agenda**

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

**A. Minutes:**

- 1. Approve the December 12, 2011 Regular Business Meeting Minutes\***
- 2. Approve the January 9, 2012 Work Session Minutes\***

**B. Financial Reports:**

- 1. File the December, 2011 Liquid Cash and Investment Activity Analysis Report for Audit\***
- 2. File the December, 2011 Elementary School Student Activities Report for Audit\***
- 3. File the December, 2011 High School Student Activities Report for Audit\***
- 4. File the December, 2011 High School Student Athletics Report for Audit\***
- 5. File the December, 2011 Contingency Fund Detail Report for Audit\***
- 6. Approve the December, 2011 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G for Payment\***
- 7. Approve the December, 2011 Cafeteria Bills for payment as presented and located in Attachments C and F\***
- 8. File the December, 2011 Cafeteria P&L for Audit\***
- 9. Approve the December, 2011 Capital Reserve Bills for payment as presented and located in Attachment B\***

**C. Written Reports:**

- 1. Accept the November, 2011 Northwest School Combine Report\***
- 2. Accept the Career Center Report\***
- 3. Accept the IU Report\***
- 4. Accept the SMILES Report\***

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

- A. Consideration of the Approval of the Letter of Intent to Retire from Fran Nesta, High School Instrumental/Choral Director effective at the end of the 2011-12 School year.**
- B. Consideration of the Approval of the Day-To-Day Substitute Teacher Performance Description as presented.**
- C. Consideration of the Approval of the Resignation of Bobbie Heller as Cross Country Coach.**
- D. Consideration of the Approval of Posting of the Cross Country Coach.**
- E. Consideration of the Approval of Jake Switzer as Volunteer Boys' Basketball Coach.**
- F. Consideration of the Approval of Nick Price as Volunteer Cheerleading Coach.**
- G. Consideration of the Approval of Cody Shaner as Volunteer Track Coach.**
- H. Consideration of the Approval of the Additions to the Substitute List, pending proper completion of Personnel File Documentation and Clearances:**
  - 1. Maribeth Brozena, Elementary**
  - 2. Jolene Hays, Elementary/Early Childhood**
  - 3. Elizabeth Beal, Secretary/Cafeteria**
  - 4. Stacy Thompson Flannigan, Cafeteria**

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

- A. Consideration of Approval of Continuing Professional Development:**
  - 1. February 17, 2012: Annual School Nurse Inservice, New Castle. Requested by Kim Scheer at a cost of \$64 using budgeted monies.**
- B. Consideration of Approval of Upcoming Student Field Trips:**
  - 1. January 20, 2012: 6<sup>th</sup> Grade Music Students to Heinz Hall. Requested by Sharon Nesta at no cost to the District.**
  - 2. Late April or Early May, 2012: Spanish Classes to Mallorca Restaurant in Pittsburgh. Requested by Margaret Patton using Student Government funds for transportation and students paying for their meals.**

**X. New Business (For Individual or Separate Consideration) (Continued)**

**C. Consideration of Approval of the Change of \$100,000 Annual Commitment from Elementary Roof Fund to Roof Fund.**

**D. Consideration of Approval of Distribution of the 2010-11 Budget Surplus of \$313,700.**

**XI. Policies (For Individual or Separate Consideration)**

**A. Consideration of the Approval of the 2<sup>nd</sup> Reading of the Following Policies:**

- 1. #304: Employment of District Staff (New)**
- 2. #305: Employment of Substitutes (New)**
- 3. #306: Employment of Summer School Staff (New)**
- 4. #307: Student Teachers/Interns (New)**
- 5. #317: Conduct//Disciplinary Procedures (Revised)**

**XII. Adjournment**