

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting  
October 20, 2008**

**OPENING/ATTENDANCE**

- ❑ Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, October 20, 2008 at 7 P.M. The Meeting was held in the Keystone Elementary School Library, located at 451 Huston Avenue, Knox, Pennsylvania. The Pledge of Allegiance was recited. Roll Call was taken by Mr. Vernon Lauffer with the following in attendance: Mr. Gregory A. Barrett, Mr. James A. Beary, Ms. Terri K. Kahle, Mr. Thomas L. McCoy, Mr. William L. Shaner, Mr. John R. Slagle and Mrs. Marilyn L. Stempeck. Mr. Alan F. Seigworth and Mr. Kenneth L. Swartfager were absent. Also present were: Mrs. Sue Chomas, Dr. Jean Gool, Ms. Ali Hall, Mrs. Kathy Henry, Mr. Wayne Johns, Mr. Jerrod Kapp, Mr. Vernon Lauffer, Mrs. Kathy Henry, Ms. Heather Leskanic and Mr. Rodney Sherman.

**ANNOUNCEMENTS**

- ❑ Mr. Slagle made an introduction of guests.
- ❑ An Executive Session was held on October 13, 2008 to discuss Grievances, a Student Issue and Personnel Salaries.
- ❑ An Executive Session will be held tonight, October 20, 2008 to discuss three Grievances presented by the Keystone Education Association.
- ❑ There only will be one Combined Work Session/Business Meeting next month on November 17, 2008.

**CONSIDERATION OF AGENDA**

- ❑ Mr. Beary made the Motion to approve the Agenda with the following Additions and Deletions

Additions:

- IX. J. Adam Shaffer, Elem, Addition to the Substitute List
- XI. E. 1. Stair Climber  
2. Elevator Architect  
3. Plan Con Architect

Deletions:

- XIII. B.8. Capital Reserve Bills
- VIII.C. 2. Career Center Report

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes.  
Motion carried 7-0.

**PUBLIC COMMENT**

None.

**VERBAL REPORTS**

□ **SMILES--Ms. Kahle reviewed:**

- 11 Students are in the Alternative Education Program.
- 21 Dell PC's were donated by CLA.
- Christmas Baskets will be delivered again this year to the Community.
- Program Launch with Penn Serve.
- The 15<sup>th</sup> Anniversary Celebration will be held October 27 at Wolf's Den.
- Are receiving applications for Ross McGinnis Scholarships.

□ **Superintendent--Dr. Gool reviewed:**

- Catch-up Immunizations.
- 403 (b) IRS Changes.
- Attended Right-To-Know Law Meeting.

**CONSENT AGENDA**

Mrs. Stempeck made the Motion to approve the Consent Agenda as follows:

□ **Minutes:**

- Approve the September 15, 2008 Regular Business Meeting Minutes, pending review of Voting Items\*
- Approve the October 13, 2008 Work Session Minutes\*

□ **Financial Reports:**

- File the September, 2008 Liquid Cash and Investment Activity Analysis Report for Audit \*
- File the September, 2008 Elementary Student Activities Report for Audit\*
- File the September, 2008 High School Student Activities Report for Audit\*
- File the September, 2008 High School Student Athletics Report for Audit\*
- Approve the September, 2008 Contingency Fund Detail Report for Audit\*
- Approve the September, 2008 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A, D and G\*
- Approve the September, 2008 Cafeteria Bills for payment, as presented and located in Attachment C and F\*
- Approve the July, 2008 Cafeteria P&L Report for payment\*
- Approve the August, 2008 Cafeteria P&L Report for payment\*
- Approve the September, 2008 Cafeteria P&L Report for payment\*
- Approve the September, 2008 Conference Report for Audit\*

**CONSENT AGENDA (Continued)**

❑ **Written Reports:**

- Accept the August 2008 Northwest School Combine Report
- Accept the IU Report

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.

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

- ❑ Mr. Barrett made the Motion to Approve **JUSTINE PERRY as LONG-TERM SUBSTITUTE HIGH SCHOOL LIBRARIAN, effective October 21, 2008 for 141 Days at 6/7 of a day with total salary and benefits coming from the CFF Grant, pending proper completion of Personnel File Documentation and Clearances.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.
- ❑ Mr. Barrett made the Motion to Approve the **EXTENSION OF A CHILD-REARING LEAVE for DEBRA HOFFMAN, Elementary Teacher, from November 3, 2008 to November 10, 2008 utilizing 5 additional days without pay.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.
- ❑ Mr. Barrett made the Motion to Approve **MARILYN BUNCH as ELEMENTARY SCIENCE LAB COORDINATOR.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.
- ❑ Mr. Barrett made the Motion to Approve **MARK BAKER as MENTOR for BRYNN SPACE, ELEMENTARY ART TEACHER.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.
- ❑ Mr. Barrett made the Motion to Approve **FRAN NESTA as MENTOR for ALI HALL, HIGH SCHOOL INSTRUMENTAL MUSIC TEACHER.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.
- ❑ Mr. Barrett made the Motion to Approve **BONNIE WYGANT as HIGH SCHOOL COOK/BAKER.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.

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

- ❑ Mr. Barrett made the Motion to Approve **ADAM SHAFFER, ELEMENTARY, Addition to the Substitute List, pending proper completion of Personnel File Documentation and Clearances.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.
- ❑ Mr. Barrett made the Motion to Approve the **POSTING for a 3-HOUR ELEMENTARY CAFETERIA POSITION and a 2.5-HOUR HIGH SCHOOL CAFETERIA POSITION.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.
- ❑ Ms. Kahle reviewed the schedules for the Non-Bargaining Salaries and Benefits for the 2008-09 School Year. Ms. Kahle made the Motion to Approve the **NON-BARGAINING SALARIES and BENEFITS for 2008-09 as presented.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--no; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 6-1. Mr. Beary said he believes that the raises of 3.5% are fiscally irresponsible at this time. Board discussion followed with many points brought forward regarding the current status and trends of salary and wage increases.
- ❑ Mr. Barrett made the Motion to Approve **VICKI MILLER, Knox, as an Addition to the Cafeteria Substitute List, pending proper completion of Personnel File Documentation and Clearances.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.

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

- ❑ Mr. Beary made the Motion to Approve the **1<sup>st</sup> READING of the following POLICIES:**
  - **#800**           **Records Management**
  - **#805**           **Emergency Preparedness**
  - **#810**           **Transportation**
  - **#818**           **Contracted Services**
  - **#828**           **Fraud**
  - **#800:AR-1**   **Records Retention Schedule**
  - **#801**           **Public Records**
  - **#801-AR**       **Exempted Records**

**POLICIES (For Individual or Separate Consideration) (Continued)**

- #801-AR-1 Disclosure/Production of Certain Records
- #801-AR-2 Fees for Public Records Requests
- #806 Child/Student Abuse
- #807 Opening Exercises/Flag Displays
- #814 Copyright Material
- #814-AR: Copyright Procedures
- #814-AR-1 Copyright Permission

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.

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

- ❑ Mr. Barrett made the Motion to Approve the **BIDDING and ADVERTISING for a HOT WATER TANK for the ELEMENTARY SCHOOL**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.
- ❑ Mr. Slagle made the Motion to Approve the **Gasb 45 APPRAISAL CONTRACT with MILLIMAN, INC., with the Solicitor's recommendations, for \$6,800 per year for Year 1**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.
- ❑ Dr. Gool recommended that the additional amount of the 2008-09 State Subsidy of \$94,150 be placed in the Capital Reserve Fund. Mr. Barrett made the Motion to Approve the **ADDITIONAL AMOUNT of the 2008-09 STATE SUBSIDY of \$94,150 be placed in the CAPITAL RESERVE FUND**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--7-0; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.
- ❑ Mrs. Stempeck made the Motion to Approve the **BIDDING and ADVERTISING of a PORTABLE STAIR CLIMBER**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mrs. Stempeck--yes; and Mr. Swartfager--yes. Motion carried 7-0.
- ❑ Mr. Barrett made the Motion to Approve **STRUXURES as the ARCHITECT of RECORD for the ELEMENTARY SCHOOL ELEVATOR PROJECT**. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--no; and Mrs. Stempeck--yes. Motion carried 6-1.

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

- ☐ Ms. Kahle made the Motion to Approve the **BUDGET TRANSFERS for FISCAL YEAR ENDED JUNE 30, 2008** as follows:

Keystone School  
District  
Budget Transfers  
Recap  
For 2007/08

	Previous Approved Budget	Actual Per AFR	Variance Favorable (Unfavorable)	Budget Transfer Requested
1100	5,710,430	5,852,370	(141,940)	141,940
1200	1,531,281	1,602,023	(70,742)	70,742
1300	839,245	880,070	(40,825)	40,825
1400	343,833	440,428	(96,595)	96,595
2100	355,158	269,624	85,534	(85,534)
2200	245,562	313,411	(67,849)	67,849
2300	927,589	958,903	(31,314)	31,314
2400	84,067	108,322	(24,255)	24,255
2500	198,754	179,952	18,802	(18,802)
2600	1,104,917	1,096,312	8,605	(8,605)
2700	787,699	854,143	(66,444)	66,444
2800	208,160	185,923	22,237	(22,237)
2900	35,082	35,797	(715)	715
3200	213,351	238,316	(24,965)	24,965
3300	9,359	9,628	(269)	269
5100	775,648	775,648	-	-
5200	230,700	269,494	(38,794)	38,794
5900	35,000	-	35,000	(35,000)
<b>Total Expenses</b>	<b>13,635,835</b>	<b>14,070,364</b>	<b>(434,529)</b>	<b>434,529</b>
6000	4,107,729	4,181,328	73,599	(73,599)
7000	8,956,935	9,267,033	310,098	(310,098)
8000	571,000	562,886	(8,114)	8,114
<b>Total Revenues</b>	<b>13,635,664</b>	<b>14,011,247</b>	<b>375,583</b>	<b>(375,583)</b>
<b>Fund Balance</b>	<b>(171)</b>	<b>(59,117)</b>	<b>(58,946)</b>	<b>58,946</b>

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.

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

- ❑ Board discussion occurred on the selection of an architect for the Plan Con Project in the Elementary School. It was recommended by the B&G Committee and the Board as a whole to have the top two Architects present their Firm's personnel and Plan Con Outline to the Board as a whole. Mr. Slagle requested this to be arranged on a separate night other than a Regular Meeting.

**A Recess was held from 8 P.M. until 8:05 P.M.**

**An Executive Session was held from 8:05 P.M. until 8:22 P.M.**

**ADJOURNMENT**

With no further business, Mr. Barrett made the Motion to Adjourn the Meeting at 8:23 P.M. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Ms. Kahle--yes; Mr. McCoy--yes; Mr. Shaner--yes; Mr. Slagle--yes; and Mrs. Stempeck--yes. Motion carried 7-0.

Respectfully submitted,

Vernon F. Lauffer  
Board Secretary