

**Keystone School District
Knox, Pennsylvania
Special Work Session
November 3, 2008**

OPENING/ATTENDANCE

Ms. Kahle, Vice-President of the Keystone School District Board of Directors, called the Special Work Session to order on Monday, November 3, 2008 at 7 P.M. The Meeting was held in the Keystone Elementary School Library, 451 Huston Avenue, Knox, Pennsylvania. The Pledge of Allegiance was recited. The following were in attendance: Mr. Gregory A. Barrett, Ms. Terri K. Kahle, Mr. Thomas L. McCoy, Mr. Alan F. Seigworth, Mr. William L. Shaner and Mrs. Marilyn Stempeck. Mr. James L. Beary, Mr. John R. Slagle and Mr. Kenneth L. Swartfager were absent. Also present were Burt-Hill Representatives, Mrs. Shawn Corcetti, Dr. Jean Atkin Gool, Mrs. Kathy Henry, Mr. Wayne Johns, Mr. Jerrod Kapp, Mr. Vernon Lauffer, Struxures Representatives and Mr. Ed Williams.

ANNOUNCEMENTS

Ms. Kahle made an Introduction of Guests.

PUBLIC COMMENT

None.

Mr. Swartfager arrived at the Meeting at 7:06 P.M.

DIALOGUE ITEMS

- The Architects from Burt-Hill and Struxures presented to the Board background of their personnel and processes to carry out a Plan Con Project.
- Mr. Lauffer reviewed a handout detailing many tasks that have been mandated by the State and Federal Governments over the past decades. He said this was not all-inclusive.

DIALOGUE ITEMS (Continued)

- *Ms. Kahle requested that the following Policies be placed on the Agenda for Second Reading at the November 17, 2008 Regular Business Meeting:*
 1. #800: Records Management
 2. #805: Emergency Preparedness
 3. #810: Transportation
 4. #818: Contracted Services
 5. #828: Fraud
 6. #800:AR-1: Records Retention Schedule
 7. #801: Public Records
 8. #801-AR: Exempted Record
 9. #801-AR-1: Disclosure/Production of Certain Records
 10. #801-AR-2: Fees for Public Records Requests
 11. #806: Child/Student Abuse
 12. #807: Opening Exercises/Flag Displays
 13. #814: Copyright Material
 14. #814-AR: Copyright Procedures
 15. #814-AR-1: Copyright Permission

- 3-Hour Elementary Cafeteria Worker Recommendation is Linda Goughler. *Ms. Kahle requested this Item be placed on the Agenda for the November 17, 2008 Regular Business Meeting.*

- 2.5 Hour High School Cafeteria Worker Recommendation is Carolyn Thompson. *Ms. Kahle requested this Item be placed on the Agenda for the November 17, 2008 Regular Business Meeting.*

- Dr. Gool reviewed a chart presenting fees for Contracted Psychologist Services. She requested the Board consider these increases, as the rates have not been increased for three years. The chart reports a 3.5% increase--amounting to an additional \$805 per year in total. *Ms. Kahle requested this Item be placed on the Agenda for the November 17, 2008 Regular Business Meeting.*

- Post for a Full-Time Elementary Teacher's Aide. *Ms. Kahle requested this Item be placed on the Agenda for the November 17, 2008 Regular Business Meeting.*

- Post for Substitute Elementary Teacher's Aide positions. *Ms. Kahle requested this Item be placed on the Agenda for the November 17, 2008 Regular Business Meeting.*

- John Castroles, Social Studies, Clarion, Addition to the Substitute List. *Ms. Kahle requested this Item be placed on the Agenda for the November 17, 2008 Regular Business Meeting.*

DIALOGUE ITEMS (Continued)

- Mr. McCoy requested the Board to review and consider a 2-Hour Early Dismissal on Wednesday, November 26, 2008 and Tuesday, December 23, 2008. After Board discussion, *Ms. Kahle requested this Item be placed on the Agenda for the November 17, 2008 Regular Business Meeting.*

ADJOURNMENT

With no further business, the Meeting adjourned at 8:50 P.M.

Respectfully submitted,

Vernon F. Lauffer
Board Secretary