

**Keystone School District
Knox, Pennsylvania
Work Session
October 13, 2008**

OPENING/ATTENDANCE

Ms. Terri K. Kahle, Vice-President of the Keystone School District Board of Directors, called the Work Session to order on Monday, October 13, 2008 at 7 P.M. The Meeting was held at the Keystone Elementary School Library, 451 Huston Avenue, Knox, Pennsylvania. The following were in attendance: Mr. Gregory A. Barrett, Mr. James A. Beary, Ms. Terri K. Kahle, Mr. Thomas L. McCoy, Mr. Alan R. Seigworth, Mr. William L. Shaner and Mrs. Marilyn L. Stempeck. Mr. John R. Slagle and Mr. Kenneth L. Swartfager were absent. Also present were: Mrs. Suzanne Chomas, Mrs. Shawn Corcetti, Mrs. Terrie Fink, Dr. Jean Gool, Mrs. Kathy Henry, Mrs. Shannon Johns, Mr. Wayne Johns, Mr. Vernon Lauffer, Ms. Carol Meier, Mr. Tim Seigworth and Mrs. Vicky Walters.

ANNOUNCEMENTS

- ❑ Ms. Kahle made an introduction of guests.
- ❑ Ms. Kahle said an Executive Session was held on September 15, 2008 to discuss a Disciplinary Action.
- ❑ Ms. Kahle said an Executive Session would be held tonight after the Work Session to discuss Grievances, Student Issue and Personnel Salaries.

PUBLIC COMMENT

None.

REPORTS

- ❑ **Superintendent--Dr. Gool reviewed:**
 - Flier distributed announcing visit from Dr. Zahorchak on October 21, 2008 at 6:30 P.M. at the Intermediate Unit.
 - Risk and Vulnerability Assessment.
 - S & DF Grant.
 - PennDot Meeting on Winter Maintenance. Ms. Kahle requested a procedure for Winter Call-Offs be posted on our website.
 - Dina Clark from HRC will visit the District to learn more about Keystone School District due to the HRC Complaint that we have had for numerous years.

REPORTS (Continued)

❑ **High School--Mrs. Walters reviewed:**

- Jillian Love was congratulated for her 2nd Place Finish in District Golf.
- Marching Band was congratulated for their 3rd Place Finish in Autumn Leaf Parade.
- Career Counseling for Grades 9 through 12.
- There will be a Military Event at Soldiers & Sailors' Hall on October 28.
- There will be an Open House on October 21 at 6:30 P.M. followed by the American Heritage Concert at 7:30 P.M.
- The Young Americans will be here October 26 through October 29--with concerts being held on October 28 and 29, 2008.
- The Veterans' Assembly will be held on November 7.
- The Senior Trip to Washington, D.C. will be held from November 9 through 13, 2008.
- CFF Teachers currently receiving instruction.

❑ **High School--Mr. Maddy reviewed:**

- The new Band Director, Ali Hall, arrived today. He said she did a wonderful job in conducting the Band.

❑ **Elementary--Mrs. Corcetti reviewed:**

- Red Ribbon Week will be held the last week of October. This year's focus is "Careers."
- School Health Council will meet this week. The topic is "Pharming."
- A Job Description for the Science Lab Coordinator was distributed.

❑ **Cafeteria--Ms. Meier reviewed:**

- Passed out 2 of 4 brands of boxed Cafeteria breakfasts.
- Distributed pictures of decorations in the Elementary School for Halloween.
- Elementary School is on same track as last year for participation.
- Bonnie Wygant has been filling in as High School Cook/Baker.
- Two Substitutes are working at the Elementary and the High School.
- Two new PC's have been placed on the Elementary Line.
- Ms. Meier just completed an on-line class for Free/Reduced Lunches. Benefits may be free Kindergarten milk and also be able to include Jefferson-Clarion Head Start.

DIALOGUE ITEMS

- ❑ Mr. Barrett thanked Bill Baughman for numerous hours repairing the old Hot Water Tank in the Elementary School. Dr. Gool thanked Mr. Barrett, Mr. Swartfager and three men from Swartfager welding for completing this repair. He said that the current Hot Water Tank was leaking and with a little luck it is repaired and will operate until the end of the School Year. To prepare for a new installation, the request is to bid and advertise now. *Ms. Kahle requested this Item be added to next week's Business Meeting Agenda.*
- ❑ Mr. Lauffer reviewed the GASB45 Mandate that has occurred for the 2008-09 School Year. The contract with Milliman enclosed in the packets has been reviewed by Carl Beard's Office with a few requested changes. The Proposal is budgeted at a cost of \$4,500 versus the \$6,800 actual due to the need to complete the process in its entirety in year 1. *Ms. Kahle requested this Item be added to next week's Business Meeting Agenda.*
- ❑ Dr. Gool reviewed the changes with 403b as mandated by the IRS that will become effective January 1, 2009. She said a Committee has been formed and will develop a recommendation to the Board from the employees' view. It is expected that a Proposal will be available for Board consideration next week.
- ❑ Mr. Lauffer reported 2007-08 AFR results netted a \$59,117 deficit. He distributed a handout detailing the Material Line Item by Deficit and Surplus. He also distributed a report on Budget Transfers Requested for FYE June 30, 2008. After Board discussion, *Ms. Kahle requested this Item be added to next week's Business Meeting Agenda.*
- ❑ Dr. Gool reviewed the Additional State's Subsidies for 2008-09 that total \$94,150. She said that a recommendation for allocation would come in a later Agenda Item for Board discussion. *Ms. Kahle requested this Item be added to next week's Business Meeting Agenda.*
- ❑ Dr. Gool presented facts and costs on installing a Chair Lift, Wheelchair Lift and Elevator. Board discussion on this topic followed.
- ❑ Dr. Gool presented a survey to be distributed on the YMCA Afterschool Program.
- ❑ Mrs. Walters said a Long-Term Substitute High School Librarian, **JUSTINE PERRY**, has been recommended. She will work 8 A.M. to 2:30 P.m. for 141 days at a salary of \$29,076 with funds being used from the CFF Grant. *Ms. Kahle requested this Item be added to next week's Business Meeting Agenda.*
- ❑ Ms. Kahle said an Extension of a Child Rearing Leave of Absence for Debra Hoffman from November 3, 2008 through November 10, 2008, utilizing 5 days without pay is being requested. *Ms. Kahle requested this Item be added to next week's Business Meeting Agenda.*

DIALOGUE ITEMS (Continued)

- ❑ Mrs. Walters said the recommendation for the High School Cook/Baker position was **BONNIE WYGANT**. *Ms. Kahle requested this Item be added to next week's Business Meeting Agenda.*
- ❑ Ms. Kahle said the request is to Post for a 3-Hour Elementary Cafeteria Position and a 2.5-Hour High School Cafeteria Position. *Ms. Kahle requested this Item be added to next week's Business Meeting Agenda.*
- ❑ Mrs. Corcetti presented a Job Description for the Elementary Science Lab Coordinator. Marilyn Bunch is recommended for the position. *Ms. Kahle requested this Item be added to next week's Business Meeting Agenda.*
- ❑ Mark Baker is recommended for the Mentor Position for Brynn Space, Elementary Art Teacher. *Ms. Kahle requested this Item be added to next week's Business Meeting Agenda.*
- ❑ Fran Nesta is recommended for the Mentor Position for Ali Hall, Instrumental Music Teacher. *Ms. Kahle requested this Item be added to next week's Business Meeting Agenda.*
- ❑ Addition to the Substitute List is Adam Shaffer, Elementary, Seneca. *Ms. Kahle requested this Item be added to next week's Business Meeting Agenda.*
- ❑ Ms. Kahle said that she and Mr. Beary met with Dr. Gool and are presenting Policies for Board Consideration at next week's Meeting as 1st Readings. *Ms. Kahle requested this Item be added to next week's Business Meeting Agenda.*

An Executive Session was held from 8:09 P.M. until 10:09 P.M.

ADJOURNMENT

With no further business, the Meeting was adjourned at 8:07 P.M.

Respectfully submitted,

Vernon F. Lauffer
Board Secretary