KEYSTONE LOCAL SCHOOL DISTRICT

Board of Education Meeting
Keystone High School Conference Room
580 Opportunity Way
LaGrange, Ohio 44050
January 11, 2021
5:30 p.m. – Tax Budget Hearing
Followed Immediately by Organizational Meeting
Followed Immediately by Regular Meeting

AGENDA

The Board receives a full agenda several days prior to the Board meeting. The agenda may deal with curriculum, budget, hiring of personnel, facilities, school transportation or long-range planning. The agenda usually includes written supporting material that helps with decision-making. If it appears that quick action has been taken on an item, it may be because the topic has been studied for several weeks or that questions have been answered in advance of the meeting.

TAX BUDGET HEARING

Tax Budget – Attachment A

ORGANIZATIONAL MEETING AGENDA

I.	CALL TO ORDER BY PRESIDENT PRO-TEMPORE, DENNIS WALTER
A.	ROLL CALL:
Roll	Call: O'Boyle; Stang; Sturgill; Wakefield; Walter;
В.	PLEDGE OF ALLEGIANCE
II.	APPROVAL OF AGENDA
Mov	ed by, second by to
Α.	APPROVE AGENDA AS PRESENTED
В.	APPROVE AGENDA AS PRESENTED WITH CORRECTIONS, OR
C.	APPROVE AGENDA WITH ADDENDUM AS PRESENTED
Roll	Call: O'Boyle; Stang; Sturgill; Wakefield; Walter;

ELECTION OF PRESIDENT AND VICE PRESIDENT III. **ELECTION OF PRESIDENT** (No second required) Α. _____ nominated by _____ _____ nominated by _____ Motion to close nominations: Moved by _____, second by _____ to close nominations for President. Roll Call: O'Boyle ; Stang ; Sturgill ; Wakefield ; Walter ; **VOTE FOR PRESIDENT:** O'Boyle _____ Stang _____ Sturgill _____ Wakefield _____ Walter ____ **ELECTION OF VICE PRESIDENT** (No second required) **B**. _____ nominated by _____ _____ nominated by _____ Motion to close nominations: Moved by _____, second by _____ to close nominations for Vice President. Roll Call: O'Boyle ; Stang ; Sturgill ; Wakefield ; Walter ; **VOTE FOR VICE PRESIDENT:** Stang _____ Sturgill _____ O'Boyle _____

Walter ____

Wakefield _____

assumed the presidency.

IV. SET DATE, TIME, AND LOCATION OF REGULAR MEETINGS

Motion to establish the time of regular board meetings on the third Monday of each month at 6:00 p.m. at Keystone High School Conference Room with the exceptions noted below:

a. Tuesday, February 16, 2021

b. Monday, June 28, 2021
c. Monday, December 13, 2021
Moved by, second by to establish the date, time, and location of regular meetings with exceptions noted above.
Roll Call: O'Boyle; Stang; Sturgill; Wakefield; Walter;
V. ESTABLISH SERVICE FUND
WHEREAS, Amended ORC 3315.15 provides for the setting aside from the general fund a sum not to exceed two dollars (\$2.00) for each child enrolled or twenty thousand dollars (\$20,000.00), whichever is greater; such sum of money to be known as the "Service Fund" to be used in paying the expenses of members of the board actually incurred in the performance of their duties when sent out of the school district.
NOW THEREFORE, BE IT RESOLVED that the Board of Education for the Keystone Local School District does hereby establish a Service Fund. Such fund to be set aside as an account within the General Fund, and there is hereby appropriated for the purpose of said Service Fund the amount of \$20,000.00.
Moved by, second by to approve this resolution.
Roll Call: O'Boyle; Stang; Sturgill; Wakefield; Walter;

VI. APPROVE SUPERINTENDENT COMMITTEE ASSIGNMENTS AND REPRESENTATIVES

The Board should consider, and nominate its members to fill the standing

	Superintendent Committee assignments and representatives for the 2021 calendar
	year. KEEP Representative
	JVS Representative
	Legislative Liaison
	Student Achievement Liaison
	Finance/Insurance Committee
	Buildings & Grounds
	Public Relations Committee
	Board Policy Committee
	Moved by, second by to establish the aforementioned Superintendent committees and representatives with Board members serving in said positions for the 2021 calendar year.
Roll	Call: O'Boyle; Stang; Sturgill; Wakefield; Walter;

VII. STANDING AUTHORIZATIONS

Motion to adopt the following standing authorizations to allow for efficient financial management and full execution of duties by the Treasurer/CFO, Board President, and Superintendent:

- A. Advances on Tax Settlements: Authorization for the Treasurer/CFO to secure advances on local taxes from the County Auditor when funds are available and payable to the district.
- B. Investment of Inactive Funds: Authorization for the Treasurer/CFO to invest inactive funds at the market rate of return whenever inactive funds are available.
- C. Payment of Bills: Authorization for the Treasurer/CFO to pay all bills within the limits of the appropriations resolution as bills are received and when, if applicable, the merchandise has been received in good condition.
- D. Borrowing Authority: Authorization for the Treasurer/CFO and Board President to borrow funds, if needed, within the limitations established by state and federal law.
- E. Purchasing Agent: Authorize the Superintendent to serve as purchasing agent for the district.

- F. Employment of Personnel: Authorization for the Superintendent to employ such personnel as is needed subject to Board approval at the next regular meeting.
- G. Accept Resignations: Authorization for the Superintendent to accept resignations that have been submitted by employees during times when the Board is not in session; subject to Board approval at the next regular meeting.
- H. Approve Transfers, Advances, and Appropriation Modifications: Authorize the Treasurer/CFO to make transfers, advances, and modifications to appropriations, as needed.
- I. Prevailing Wage Coordinator: Authorize Treasurer/CFO to serve as prevailing wage coordinator for the school district.
- J. Settlement of Potential Claims: Authorize the Superintendent and Treasurer/CFO to take any and all actions to settle potential claims of \$5,000.00 or less (i.e. liability, contractual, etc.).
- K. Grants and Entitlements: Authorize the Superintendent to approve the application and acceptance for all grants and entitlements.
- L. Memorandums of Understanding: Authorize the Superintendent, Treasurer/CFO, and Board President to approve and sign Memorandums of Understanding between the Board of Education and KLEA or OAPSE.
- M. Agreements: Authorize the Superintendent, Treasurer/CFO, and Board President to approve and sign special education agreements for the education of and services for Keystone District special education students.

	authorizat	tions to allov	second by w for efficien surer/CFO, Pr	t financial m	nanage	ment and fu		_
Roll Call:	O'Boyle	; Stang	; Sturgill_	; Wakefie	eld	_; Walter	;	
It is	recommend	led that the	ORDS DESI Freasurer/CF calendar year	O, Michael I	Resar S	fr., be appo	inted as	
	•		d by nee for calend			rer/CFO, N	Aichael F	Resai

Roll Call: O'Boyle____; Stang____; Sturgill____; Wakefield____; Walter_____;

IX. DESIGNATE LOCAL NEWSPAPER Motion to follow Ohio Revised Code, which states that each school district should

designate a local	newspaper as the district official newspaper. Therefore, The ram will be designated as the official newspaper of Keystone Local
	, second by to designate The Chronicle Telegram as the er of Keystone Local Schools.
Roll Call: O'Boyle	_; Stang; Sturgill; Wakefield; Walter;
X. APPOINTMEN	T OF COORDINATORS
Motion to appoi	nt the following coordinators:
Principals, Assis Principals, Assis Stu Director of Curr Sta Superintendent Daniel White	
Moved by	, second by to appoint the above listed coordinators.
Roll Call: O'Boyle	_; Stang; Sturgill; Wakefield; Walter;

<u>XI. </u>	RETAIN LEGAL COUNSEL
	Motion to approve retaining the following law firms to provide legal services: O'Toole, McLaughlin, Dooley & Pecora, Co. LPA; Squire Patton Boggs LLP; Peters, Kalail & Markakis Co., LPA; Brickler & Eckler LLP; Gingo & Bair Law, LLC.
	Moved by, second by to approve retaining the law firms of O'Toole, McLaughlin, Dooley & Pecora, Co. LPA; Squire Patton Boggs LLP; Peters, Kalail & Markakis Co., LPA; Brickler & Eckler LLP; Gingo & Bair Law, LLC to provide legal services.
Roll C	Call: O'Boyle; Stang; Sturgill; Wakefield; Walter;
XII.	APPOINT SUSPENSION/EXPULSION HEARING APPEAL OFFICER
	Motion to appoint a legal representative of O'Toole, McLaughlin, Dooley & Pecora, Co. LPA as the Board's designee (hearing officer) in appeals to student suspensions and expulsions by the Superintendent, or designee.
	Moved by, second by to appoint a legal representative of O'Toole, McLaughlin, Dooley & Pecora, Co. LPA as the Board's designee (hearing officer) in appeals to student suspensions and expulsions by the Superintendent, or designee.
Roll C	Call: O'Boyle; Stang; Sturgill; Wakefield; Walter;
XIII.	ADJOURNMENT
11111	
	(Time:)
	Moved by, second by to adjourn the Organizational session. (Time:)

Roll Call: O'Boyle____; Stang____; Sturgill____; Wakefield____; Walter____;

REGULAR MEETING AGENDA

XIV. STAFF PRESENTATIONS

A. ADOPT RETIREMENT COMMENDATION

The Superintendent recommends adopting retirement commendations for the following individual (Attachment B):

• Gail Falk – 17 years

	Moved byindividuals liste		•	to adopt retireme	ent commenda	tions for the
Roll	Call: O'Boyle	; Stang	; Sturgill_	; Wakefield	; Walter	;
XV.	APPROVE MI	NUTES OF	' PRIOR ME	EETINGS		
	of the regular m	neeting on D	ecember 14,	to dispense with 2020 and the spe as required by lav	cial meeting o	n December
Roll	Call: O'Boyle	; Stang	; Sturgill_	; Wakefield	; Walter	;

XVI. AUDIENCE PARTICIPATION

A. RECOGNITION AND HEARING OF VISITORS

(Discussion of Agenda Items only) In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation is permitted at each meeting. If several people wish to speak, each person is allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. Each person addressing the Board will give his/her name and address.

B. INPUT FROM STAFF

C. SCHOOL BOARD RECOGNITION MONTH, JANUARY 2021, RECOGNITION OF SCHOOL BOARD MEMBERS

XVII.FINANCIAL REPORT AND RECOMMENDATIONS BY TREASURER/CFO

A. APPROVE TAX BUDGET

Motion to approve the July 2021 through June 2022 tax budget as presented at the Tax Budget Hearing on January 11, 2021 at 5:30 p.m. in the Keystone High School Conference Room.

В.	APPROV	ZE FII	NA N	CIAL	REPO)RTS

The Treasurer/CFO recommends approval of the financial reports for December 2020, as presented.

C. FISCAL YEAR 2021 TRANSFERS

The Treasurer CFO recommends the following Transfers:

Transfers

From: To: Amount: General Fund (001) Employee Benefits-FSA Program Fund (024) \$ 9,437.50

D. THEN & NOW APPROVALS

The Treasurer/CFO recommends approval of Then & Now purchase orders in accordance with ORC 5705.41D:

PO Date	Invoice Date	PO Number	Check Number	Desc.	Vendor	Amount
12/01/20	10/19/20	93060	921121	12/01/20 DEBT PAYMENTS	HUNTINGTON NATIONAL BANK	\$ 178,706.25
12/01/20	10/19/20	93060	921122	12/01/20 DEBT PAYMENTS	HUNTINGTON NATIONAL BANK	\$ 733,937.50
12/01/20	10/19/20	93060	921123	12/01/20 DEBT PAYMENTS	HUNTINGTON NATIONAL BANK	\$ 36,875.00
12/01/20	10/19/20	93060	921124	12/01/20 DEBT PAYMENTS	HUNTINGTON NATIONAL BANK	\$ 126,656.25
12/01/20	10/17/20	93060	921125	12/01/20 DEBT PAYMENTS	HUNTINGTON NATIONAL BANK	\$ 103,033.08
12/01/20	11/27/20	93059	921126	2021 WORKERS COMP PREMIUM	STATE OF OHIO BUREAU OF	\$ 33,051.00
12/01/20	11/16/20	93061	921127	OASBO POOL SERIES 2006 - TRACK LEASE 12/01/20	U.S. BANK NATINAL ASSOCIATION	\$ 75,526.33

Moved by	, second by	that the foregoing recommendations be
approved.		

Roll Call: (O'Boyle	; Stang	; Sturgill	; Wakefield	; Walter	
	J			/	/	

XVIII. SUPERINTENDENT REPORTS AND RECOMMENDATIONS

Items Requiring Board Action

A. EMPLOYMENT OF PERSONNEL

1. EMPLOY 2020-2021 EXTRA DUTY PERSONNEL

The Superintendent recommends employment of the following individuals on extra duty contracts for the 2020-2021 school year, pending all record checks and completion of state and local requirements.

- a. Donald Griswold Announcer \$20.00 per game
- b. Donald Griswold Ticket Taker \$20.00 per game
- c. Kendall Poole Ticket Taker \$20.00 per game
- d. Anita Cutler HS Drama Club Advisor Step 3 \$1,850.05

2. ACCEPT CERTIFIED RESIGNATION

The Superintendent recommends accepting the following resignation for the purpose of retirement.

a. Gail Falk – KES Teacher – effective end of day, January 31, 2021

3. EMPLOY CLASSIFIED SUBS FOR THE 2020-2021 SCHOOL YEAR

The Superintendent recommends employment of the following 2020-2021 classified substitutes for the positions and hourly rates noted, pending all record checks and completion of state and local requirements:

a. Brian Chutes

Cleaning - \$10.51/hr. – effective 1/5/2021

Custodian/Maintenance - \$14.34/hr.

b. Michelle Compton

Monitor - \$10.94/hr. - effective 1/5/2021

c. Brooke Creak

Monitor - \$10.94/hr.

Paraprofessional – Library - \$11.16/hr.

Paraprofessional – Special Needs - \$10.94/hr.

Building Secretary - \$12.93/hr.

d. Christine Manning

Monitor - \$10.94/hr. - effective 1/5/2021

e. Wendy Montoney

Cafeteria - \$11.55/hr.

Cleaning - \$10.51/hr. - effective 1/4/2021

4. APPROVE PROFESSIONAL DEVELOPMENT STIPEND

The Superintendent recommends approval for professional development after school for the following staff members to plan for online classes, at tutor rate (\$28.00/hr.), per time sheet, not to exceed 2 hours, to be paid from Title IIA Funds:

- a. Laura Devore
- b. Donna Knight
- c. Heather McCourt
- d. Philip Tuttle

Moved by be approved.	, second l	by tha	at the foregoing re	ecommendation	ons
Roll Call: O'Boyle	; Stang	; Sturgill	; Wakefield	; Walter	;

5. APPROVE WANDA FERJUTZ RESOLUTION

The Superintendent recommends adoption of the following resolution:

The Board recognizes that on July 16, 2015, Wanda Ferjutz was approved for disability retirement benefits from the Social Security Administration. Accordingly, Wanda Ferjutz's name will be removed from the employee rolls of the District and she will no longer be treated as on leave subject to recall.

	Moved by, second by to approve the above resolution									
Roll Call:	O'Boyle; Stang; Sturgill; Wakefield; Walter;									
6.	APPROVE JANET KRIEGMONT RESOLUTION The Superintendent recommends adoption of the following resolution:									
	The Board recognizes that on November 1, 2015, Janet Kreigmont was approved for disability retirement benefits from SERS. Pursuant to RC 3309.41, Janet Kreigmont was subject to recall for a period of up to five years should the Retirement Board have determined she was capable of resuming service. The five-year period has now expired. Accordingly, Janet Kreigmont's name will be removed from the employee rolls of the District and she will no longer be treated as on leave subject to recall.									
	Moved by, second by to approve the above resolution									
Roll Call:	O'Boyle; Stang; Sturgill; Wakefield; Walter;									

XIX. OTHER BUSINESS

A. AMEND 2020-2021 DISTRICT CALENDAR

The Superintendent recommends amending the 2020-2021 district calendar as presented with the following changes:

- 1. No school for students only for January 20, 21, 22, 2021
- 2. Change the start date of second semester to January 25, 2021

B.	APPROVE POLICIES AND REGULATIONS											
	The Superintendent recommends approving the following Board Policies and/or											
	Regulations:											
	1. BDC	7. EDE-E										
	2. DH	8. EDE-R										
	3. DJB	9. EGAC										
	4. DM	10.EGAC-R										
	5. EBDC	11.INGA										
	6. EDE											
	Moved by, second bythat the foregoing recommendations be approved.											
Roll (Call: O'Boyle; Stang; Sturgill; Wakefie	eld; Walter;										
C.	APPROVE OSBA LEGAL ASSISTANCE FUND RESOLUTION The Superintendent recommends adoption of the following resolution:											
	WHEREAS, the Keystone Board of Education wishes to support the efforts of other boards of education to obtain favorable judicial decisions and,											
	WHEREAS , the Ohio School Boards Association Legal Assistance Fund has been established for this purpose,											
THEREFORE, the Board hereby resolves to participate in the OSBA LAl calendar year 2021 and authorizes the treasurer to pay the LAF \$250.00												
	Moved by, second by to approve the above resolution.											
Roll (Call: O'Boyle; Stang; Sturgill; Wakefie	eld; Walter;										
	MS PRESENTED FOR INFORMATION AND DIS Y NOT RESULT IN ACTION BY THE BOARD OF											

- A. Future BOE Meetings @ 6:00 p.m.
 - 1. Tuesday, February 16, 2021 Regular Meeting (anticipated) KHS Conference Room
 - 2. Monday, March 15, 2021 Regular Meeting (anticipated) KHS Conference Room
 - 3. Monday, April 19, 2021 Regular Meeting (anticipated) KHS Conference Room

XX. OTHER BUSINESS TO COME BEFORE THE BOARD

A. ADMINISTRATIVE REPORTS

B. SUPERINTENDENT COMMITTEE REPORTS

- 1. Board Policy Committee
- 2. Building & Grounds Committee
- 3. Finance/Insurance Committee
- 4. JVS Representative
- 5. KEEP Representative
- 6. Legislative Liaison Committee
- 7. Public Relations Committee
- 8. Student Achievement Liaison

C. COMMENTS/CONCERNS

- Board Members
- Superintendent
- Public (In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation permitted at each meeting. If several people wish to speak, each person is allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. Each person addressing the Board will give his/her name and address.

XXI. EXECUTIVE SESSION
Moved by, second by to adjourn to Executive Session under ORC 121.22 and ORC 4117.21 for the purpose of appointment, employment, dismissal, discipline, promotion, demotion, compensation, matters related to employee bargaining negotiations and investigation of the charges/complaints (unless public hearing requested) of personnel. With no action to follow.
Roll Call: O'Boyle; Stang; Sturgill; Wakefield; Walter;
Executive Session p.m. Return to Open Session p.m.
XXII. ADJOURNMENT
Moved by, second by to adjourn the Regular Meeting. (Time:)
Roll Call: O'Boyle; Stang; Sturgill; Wakefield; Walter;

ATTACHEMENT A

KEYSTONE LOCAL SCHOOL DISTRICT

2021-2022 TAX BUDGET

Attachment A

hereby submits its annual Budget for the year commencing July 1, 2021 for consideration of the County Budget Commission. SUBMIT ONE COPY OF THIS BUDGET TO THE COUNTY AUDITOR BY JANUARY 20TH

CAPITAL PROJECTS ESTIMATED UNENCUMBERED BALANCE JULY 1, 2021 \$			DEST SERVICE ESTMATED UNENCUMBERED BALANCE JULY 1, 2021 \$		DALANCE JULI 1, 2021	Ö			SPECIAL REVENUE ESTIMATED UNENCUMBERED BALANCE JULY 1, 2021			GENERAL FLAD ESTMATED UNENCUMBERED BALANCE JULY 1, 2021	I
2,789,000.00			3,900,361.00						61,800.00			6.719.723.00	Presid
REAL ESTATE TAX		HOMESTEAD)	REAL ESTATE TAX		(INCLUDES NBC, OOC & HOMESTEAD)	REAL ESTATE TAX		HOMESTEAD)	REAL ESTATE TAX (NOLUDES NBC, OCC &		HOMESTEAD)	REAL ESTATE TAX (NCLUDES NBC, OCC &	President of the Board
REVENUE FROM STATE FOUNDATION			\$ 1,645,000,00						60			REVENUE FROM STATE FOUNDATION	
60												\$ 6.461.558.00	
FISCAL YEAR ESTIMATED RECEIPTS		(INCLUDE ALL REVEN	FISCAL YEAR ESTIMATED RECEIPTS					(INCLUDE ALL REVEN	FISCAL YEAR ESTIMATED RECEIPTS		(INCLUDE ALL REVEN	FISCAL YEAR ESTIMATED RECEIPTS	DA
\$ 1,000.00		(INCLUDE ALL REVENUE EXCEPT STATE FOUNDATION REAL ESTATE TAXES, NBC, OOC & HOMESTEAD)	\$ 284,998.00					(INCLUDE ALL REVENUE EXCEPT STATE FOUNDATION REAL ESTATE TAXES, NBC, OOC & HOMESTEAD)	\$ 1.111.359.00		(INCLUDE ALL REVENUE EXCEPT STATE FOUNDATION REAL ESTATE TAXES, NBC, OOC & HOMESTEAD)	\$ 1,529,646,00	DATE: Januar
TOTAL REVENUES	ENDING FUND BALANCE	TOTALEXPENDITURES	TOTAL REVENUES	ENDING FUND BALANCE	TOTAL EXPENDITURES	TOTAL DEVENIER	ENDING FUND BALANCE	TOTALEXPENDITURES	TOTAL REVENUES	ENDING FUND BALANCE	TOTALEXPENDITURES	TOTAL REVENUES	January 11, 2021
\$ 3,070,000.00	\$ 3,960,378.00	\$ 1.869.981.00	\$ 5,830,359,00	<u>φ</u>	ω •		\$ 61,800.00	\$ 1.111.359.00	\$ 1,173,159,00	\$ 6,765,135.00	\$ 17,594,684,00	\$ 24.359.819.00	·

ATTACHEMENT A



RESOLUTION – GAIL FALK

WHEREAS, Gail Falk has served the staff, students, and residents of the Keystone Local School District for 17 years; and

WHEREAS, Gail Falk has proved to be a major positive influence in the lives of hundreds of school students; and

WHEREAS, Gail Falk has performed an indispensable function in the effective and humane operation of the Keystone Local Schools;

THEREFORE, BE IT RESOLVED, that the Board of Education, on behalf of the staff, students, and residents of the Keystone Local School District, commend Gail Falk for her outstanding contribution to the growth of the children in the Keystone Local School District; and

BE IT FURTHER RESOLVED, that a true copy of this resolution be delivered to Gail Falk.