

KEYSTONE LOCAL SCHOOL DISTRICT

Board of Education Meeting
Keystone High School
580 Opportunity Way
LaGrange, Ohio 44050

REGULAR MEETING

July 19, 2021
6:00 p.m.

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.

I. CALL TO ORDER BY PRESIDENT

A. ROLL CALL:

Roll Call: O'Boyle____; Stang____; Sturgill____; Walter ____; Wakefield____;

B. PLEDGE OF ALLEGIANCE

II. APPROVAL OF AGENDA

Moved by _____, second by _____ to

A. APPROVE AGENDA AS PRESENTED

B. APPROVE AGENDA AS PRESENTED WITH CORRECTIONS, OR

C. APPROVE AGENDA WITH ADDENDUM AS PRESENTED

Roll Call: O'Boyle____; Stang____; Sturgill____; Walter ____; Wakefield____;

III. APPROVE MINUTES OF PRIOR MEETINGS

A. APPROVE MINUTES OF PRIOR MEETINGS

Moved by _____, second by _____ to dispense with the reading of the minutes of the Regular Meeting on Monday, June 21, 2021 and the Special Meeting on Wednesday, July 7, 2021. The minutes were distributed as required by law and, shall be approved as presented.

Roll Call: O'Boyle____; Stang____; Sturgill____; Walter ____; Wakefield____;

IV. 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

V. FINANCIAL REPORT BY TREASURER/CFO

A. APPROVE FINANCIAL REPORTS

The Treasurer/CFO recommends approval of the financial reports, including investments for June 2021, as presented.

B. RETURN FISCAL YEAR 2021 ADVANCES

The Treasurer/CFO recommends return of advances:

Advances

From:	To:	Amount:
Title IIA Fund (590 9921)	General Fund (001)	\$ 5,000.00

C. 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
06/29/21	06/29/21	93512	65804	LEGAL SERVICES	SQUIRE PATTON BOGGS (US) LLP	\$ 7,406.25

D. APPROVE 2021-2022 STUDENT ACCIDENT INSURANCE

The Treasurer/CFO recommends awarding the student accident insurance for the 2021-2022 school year to Guarantee Trust Life Insurance Company with local agent, Love Insurance Agency.

E. APPROVE JULIAN & GRUBE CONTRACT

The Treasurer/CFO recommends approval of the contract with Julian & Grube, Inc. to perform the Medicaid Agreed Upon Procedures audit for the 2022 and 2023 fiscal years at a cost of \$1,800 for each fiscal year.

F. APPROVE DISPOSAL OF SCHOOL BUS

The Treasurer/CFO recommends disposal of the following school bus:

Bus Number	Manufacturer/Chasis	VIN Number	Disposal Method
9	2003 Thomas with MBE Engine	4UZAAXCS23CL78553	Scrap

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

Roll Call: O'Boyle____; Stang____; Sturgill____; Walter ____; Wakefield____;

VI. SUPERINTENDENT REPORTS AND RECOMMENDATIONS

Items Requiring Board Action

A. EMPLOYMENT OF PERSONNEL

1. EMPLOY KMS PRINCIPAL – GINA GIBSON

The Superintendent recommends employment of Gina Gibson as KMS Principal on a two (2) year contract at an annual salary of \$89,964.51 (Step 0). Contract is for 220 days per year, effective August 1, 2021. Gina Gibson is transferring from KHS Assistant Principal to KMS Principal.

2. APPROVE EXTENDED TIME CONTRACT

The Superintendent recommends employing James Kohler for extended time contract, for the purpose of hiring new staff at Keystone High School, at the employee's per diem basis for the 2020-2021 school year, per time sheet, not to exceed 4 days.

3. APPROVE 2021-2022 EXTENDED DAYS CONTRACTS

The Superintendent recommends approving the following listed individuals for extended day contracts for the 2021-2022 school year for the days indicated at their daily rate of pay with documentation of days worked:

- Suzanne Atkinson – KHS Guidance Counselor – 14 days
- Lindsay Puz - KMS Guidance Counselor – 10 days
- Alyssa Schwedt – KHS Guidance Counselor – 14 days
- Cathleen Walker – District Psychologist – 10 days

4. APPROVE PROJECT LEAD THE WAY ENERGY AND ENVIRONMENT TRAINING

The Superintendent recommends approval of a stipend of \$100.00 per day for the following staff member for participation in Project Lead the Way Energy and Environment 3-Day Training on July 26, 27 & 28, 2021 to be paid from Title IV Funds:

- a. Anita Cornish

5. EMPLOY 2021-2022 EXTRA DUTY PERSONNEL

The Superintendent recommends employment of the following individuals on extra duty contracts for the 2021-2022 school year, pending all record checks and completion of state and local requirements, up to maximum salary:

- a. Jeffrey Ohl – Assistant Varsity Football – Step 7 - \$5,642.85
- b. Jeffrey Ruebensaal – Assistant Varsity Football – Step 5 - \$4,890.47
- c. Nathaniel Hartsel – Assistant Freshman Football – Step 1 - \$2,821.42
- d. Kari Dove Deal – Winter Faculty Manager – Step 5 - \$1,316.66
- e. Ashley Young – Junior Varsity Cheerleader Advisor – Fall – Step 3 - \$1,504.76
- f. David Jones Jr. – Announcer - \$20.00 per game
- g. James Piazza – Announcer - \$20.00 per game
- h. Bert Fitzgerald – Score Board Operator - \$20.00 per game
- i. Julie Fortune – Ticket Taker - \$20.00 per game
- j. Tonya May – Ticket Taker - \$20.00 per game

6. EMPLOY 2020-2021 HOMEBOUND INSTRUCTION TUTORS

The Superintendent recommends employment of the following individual as homebound instruction tutors for the 2020-2021 school year commencing on July 1, 2020 through June 30, 2021 at tutor rate (currently \$28.00 per hour), per time sheet, on an as needed and approved basis.

- a. Kari Dove Deal

7. APPROVE LEAVE OF ABSENCE REQUEST – JOSEPH HUTTINGER

The Superintendent recommends approving a leave of absence request for Joseph Huttinger for the period on or about June 28, 2021 through on or about July 9, 2021.

8. EMPLOY SUMMER INTERVENTION INSTRUCTORS

The Superintendent recommends employing the following individual as a Summer Intervention Instructor between the period of Tuesday, June 1, 2021 thru Friday, August 20, 2021, at tutor rate (currently \$28.00 per hour), per time sheet:

- a. Michelle Griffin – up to 8 additional hours

9. APPROVE CURRICULUM TRANSITION DAY

The Superintendent recommends approval of a stipend of \$100.00 per day for the following staff members participating in a curriculum transition day on July 21, 2021 to be paid from Title IIA:

- a. Kaitlin Bulger
- b. Mandy Glover
- c. Abigail Ratcliff
- d. Victoria Smith
- e. Jennifer Wooten

10. APPROVE APPOINTMENT OF COORDINATORS

The Superintendent recommends to approve the following coordinator:

- a. Kristen Campbell - Foster Care Liaison & Homeless Liaison

11. EMPLOY CLASSIFIED SUBS FOR THE 2021-2022 SCHOOL YEAR

The Superintendent recommends employment of the following 2021-2022 classified substitutes for the positions and hourly rates noted, pending all record checks and completion of state and local requirements.

Bus Driver \$14.63/hr.

- a. Daryl Buckland
- b. James Costa
- c. Ann Green
- d. Reginal Hetsler
- e. Amy McCown
- f. Thomas Thiffault

Cafeteria \$11.78/hr.

- a. Darcy Chatham
- b. Marsha King
- c. Wendy Montoney

Custodial/Maintenance \$14.63/hr.

- a. Wendy Montoney

Monitor \$11.16/hr.

- a. Marsha King
- b. Stacey Seman
- c. Melanie Ternes

Paraprofessional – Library \$11.39/hr.

- a. Marsha King

Paraprofessional – Special Needs \$11.16/hr.

- a. Marsha King
- b. Stacey Seman
- c. Melanie Ternes

Building Secretary \$13.19/hr.

- a. Darcy Chatham
- b. Brenda Hammond
- c. Marsha King
- d. Stacey Seman

Superintendent's Secretary \$19.71/hr.

- b. Brenda Hammond
- c. Marsha King

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

Roll Call: O'Boyle____; Stang____; Sturgill____: Walter ____; Wakefield____;

VII. OTHER BUSINESS

A. ACCEPT DONATIONS

The Superintendent recommends accepting the following donation.

1. Cleveland Clinic – 12 cases of hand sanitizer, 104 cases of sanitizing wipes and 1 case of gowns to Keystone Local School district

B. APPOINT DELEGATE TO CAPITAL CONFERENCE

It is recommended that _____be appointed as delegate and _____ be appointed as the alternate to the 2021 OSBA Capital Conference annual business meeting to be held on Sunday, November 7, 2021 through Tuesday, November 9, 2021.

C. APPROVE 2021-2022 STUDENT HANDBOOKS

The Superintendent recommends approving the Keystone High School, Keystone Middle School and Keystone Elementary School student handbooks as presented.

D. APPROVE 2021-2022 AGREEMENT WITH EDUCATIONAL SERVICE CENTER OF LORAIN COUNTY

The Superintendent recommends approving the agreement between the Educational Service Center of Lorain County and the Lorain County Domestic Relations Court, on the behalf of the Keystone Local Schools for the 2021-2022 school year as presented.

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

Roll Call: O'Boyle____; Stang____; Sturgill____; Walter ____; Wakefield____;

ITEMS PRESENTED FOR INFORMATION AND DISCUSSION. MAY OR MAY NOT RESULT IN ACTION BY THE BOARD OF EDUCATION.

A. Future BOE Meetings @ 6 P.M.

1. Monday, August 16, 2021 – Regular Meeting – KHS Conference Room
2. Monday, September 20, 2021 - Regular Meeting – KHS Conference Room
3. Monday, October 18, 2021 – Regular Meeting – KHS Conference Room

VIII. OTHER BUSINESS TO COME BEFORE THE BOARD

A. ADMINISTRATIVE REPORTS

B. SUPERINTENDENT COMMITTEE REPORTS

1. Deborah Melda: JVS Representative
2. Carrie O'Boyle: Building & Grounds & Public Relations
3. Devin Stang: Student Achievement Liaison, Finance/Insurance & Board Policy
4. Kimberly Sturgill: KEEP, Student Achievement Liaison & Board Policy
5. Patricia Wakefield: Legislative Liaison & Public Relations
6. Dennis Walter: Finance/Insurance & Buildings & Grounds

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.*

IX. 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____: Walter ____; Wakefield____;

Executive Session _____ p.m. Return to Open Session _____ p.m.

X. ADJOURNMENT

Moved by _____, second by _____ to adjourn the Regular Meeting.
(Time: _____)

Roll Call: O'Boyle____; Stang____; Sturgill____: Walter ____; Wakefield____;