

KEYSTONE LOCAL SCHOOL DISTRICT

Board of Education Meeting
Keystone Middle School
501 Opportunity Way
LaGrange, Ohio 44050

REGULAR MEETING

February 21, 2023
6:30 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: Maiden____; O'Boyle____; Stang____; Wakefield ____; Sturgill____;

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: Maiden____; O'Boyle____; Stang____; Wakefield ____; Sturgill____;

III. APPROVE MINUTES OF PRIOR MEETINGS

Moved by _____, second by _____ to dispense with the reading of the minutes of the Tax Budget Hearing, Organizational Meeting and the Regular Meeting on January 10, 2023 and the Special Meeting on January 23, 2023. The minutes were distributed as required by law and, shall be approved with corrections.

Roll Call: Maiden____; O'Boyle____; Stang____; Wakefield ____; Sturgill____;

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. STAFF PRESENTATIONS

A. ADOPT RETIREMENT COMMENDATION

The Superintendent recommends adopting retirement commendation for the following individual (Attachment A):

- Marvin McCaslin – 10 years

Moved by _____, second by _____ to adopt retirement commendation for the individual listed above (Attachment A).

Roll Call: Maiden____; O’Boyle____; Stang____; Wakefield ____; Sturgill____;

B. RECOGNITION OF EAGLE SCOUT RECIPIENTS: DECLAN HERBERT AND MICHAEL SPATAFORE

C. PROPOSED PHASE 1 FACILITY IMPROVEMENTS PRESENTATION BY GPD GROUP

D. PRESENTATION BY GINA GIBSON AND BRITTANY CHUDAKOFF – MIDYEAR CHECK-IN

E. DISCUSSION ON THE KLEA PROPOSED 2023-2024 AND 2024-2025 SCHOOL CALENDARS BY KLEA PRESIDENT DAVID JONES JR.

VI. CURRICULUM CORNER

Amanda Goran, Director of Curriculum and Instruction, David Jones Jr. and Scott Schuster

- PD in Action

VII. SPED SPOTLIGHT

Kristen Campbell, Director of Pupil Services

- Roadmap to Evaluations

VIII. FINANCIAL REPORT BY TREASURER/CFO

A. APPROVE FINANCIAL REPORTS

The Treasurer/CFO recommends approval of the financial reports, including investments for January 2023, as presented.

B. 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 |
|----------|--------------|-----------|--------------|------------------------------------------------|--------------------------------------|--------------|
| 12/01/22 | 11/15/22 | 95445 | 923124 | OASBO POOL SERIES 2006-TRACK LEASE 12/01/22 | US BANK NATIONAL ASSOCIATION | \$ 77,386.52 |
| 01/09/23 | 12/20/22 | 95484 | 68195 | IOWA/COGAT TESTING PACKAGES AND SCORING LABELS | RIVERSIDE INSIGHTS | \$ 3,122.25 |
| 12/01/22 | 11/25/22 | 95469 | 995469 | WORKERS COMPENSATION PREMIUM | STATE OF OHIO BUREAU OF WORKERS COMP | \$ 38,433.00 |
| 01/27/23 | 01/15/23 | 95546 | 68280 | OCCUPATIONAL SERVICES | OPTIMAL SCHOOL THERAPY | \$ 5,370.00 |
| 01/01/23 | 05/31/22 | 95541 | 68244 | GOOGLE AUDIT REQUEST (CK LOST IN MAIL=REISSUE) | AMPLIFIED IT, LLC | \$ 3,200.00 |

C. FISCAL YEAR 2023 TRANSFERS

The Treasurer CFO recommends the following Transfers:

Transfers

| | | |
|--------------------|------------------------------------------|-------------|
| From: | To: | Amount: |
| General Fund (001) | Employee Benefits-FSA Program Fund (024) | \$16,375.00 |

D. FISCAL YEAR 2023 AMENDED APPROPRIATION

The Treasurer/CFO recommends approval of the amended appropriation resolution for Fiscal Year 2023 as shown in (Attachment B).

E. RECOGNITION OF OHIO AUDITOR OF STATE AWARD WITH DISTINCTION

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

Roll Call: Maiden____; O'Boyle____; Stang____; Wakefield ____; Sturgill____;

IX. SUPERINTENDENT REPORTS AND RECOMMENDATIONS

Items Requiring Board Action

A. EMPLOYMENT OF PERSONNEL

1. APPROVE LEAVE OF ABSENCE REQUEST – DEBORAH MAJOR

The Superintendent recommends approving a leave of absence request for Deborah Major for the period on or about January 9, 2023 through on or about April 4, 2023.

2. APPROVE LEAVE OF ABSENCE REQUEST – STEFANIE HUSTON

The Superintendent recommends approving a leave of absence request for Stefanie Huston for the period on or about April 16, 2023 through on or about May 28, 2023.

3. APPROVE LEAVE OF ABSENCE REQUEST – THOMAS HABENICHT

The Superintendent recommends approving a leave of absence request for Thomas Habenicht for the period on or about August 22, 2023 through on or about September 22, 2023.

4. APPROVE CLASSIFIED CONTINUING CONTRACTS

The Superintendent recommends granting a continuing contract to the following individuals as they have successfully completed an eighteen-month probationary period:

- a. Dawn Sherrill – Bus Driver – effective 2/24/2023
- b. Sylvia Small – Murray Ridge Special Needs Paraprofessional – effective 2/25/2023

5. APPROVE TRANSFERS

The Superintendent recommends transferring the following individuals for the 2022-2023 School Year:

- a. Vickie Sherrill from Key Care Monitor 5.5 hours a day to Bus Monitor 5.5 hours. a day effective 1/31/23
- b. Jennifer Maurer from KMS Special Needs Paraprofessional 5.75 hours a day to KMS Special Needs Paraprofessional 6.75 hours a day effective 1/30/23
- c. Edith Mendat from KES Lunch Monitor 2.5 hours a day to KES Lunch Monitor 3.25 hours a day effective 2/10/23
- d. Virginia Warren from KES Lunch Monitor 2.5 hours a day to KES Lunch Monitor 3.25 hours a day effective 2/10/23

6. EMPLOY LONG TERM SUBSTITUTE TEACHER – (SCHOOL PSYCHOLOGIST LEAVE OF ABSENCE)

The Superintendent recommends employing the following individual for a long-term leave replacement substitute teacher during the 2022-2023 school year at a rate of \$120.00 per day, pending all record checks and completion of state and local requirements. No other salaries or benefits will apply.

- a. Barbara Morgan

7. EMPLOY 2022-2023 HOMEBOUND INSTRUCTION TUTOR

The Superintendent recommends employment of the following individual as a homebound instruction tutor for the 2022-2023 school year commencing on July 1, 2022 through June 30, 2023 at tutor rate per the KLEA Negotiated Agreement, per time sheet, on an as needed basis:

- a. Toni Racy

8. EMPLOY CLASSIFIED SUBS FOR THE 2022-2023 SCHOOL YEAR

The Superintendent recommends employment of the following 2022-2023 classified substitutes for the positions and hourly rates noted, pending all record checks and completion of state and local requirements:

- a. Janet Barcroft
Cafeteria - \$12.17/hr. – effective 1/27/23
- b. Lindsay Canon
Cafeteria - \$12.17/hr.
Building Secretary - \$13.61/hr.
Superintendent's Secretary - \$20.26/hr.
Technology Assistant - \$12.99/hr.
- c. James Costa
Bus Driver - \$15.33/hr. – effective 2/13/23
- d. Morgan Olah
Building Secretary - \$13.61/hr.
Superintendent's Secretary - \$20.26/hr.
- e. Virginia Warren
Monitor - \$11.54/hr.

9. EMPLOY 2022-2023 EXTRA DUTY PERSONNEL

The Superintendent recommends employment of the following individuals on extra duty contracts for the 2022-2023 school year, pending all record checks and completion of state and local requirements, up to maximum salary:

- a. Jeffrey Holzhauer - Head Varsity Track – Step 7- \$7,168.38
- b. Kevin Fox – Assistant MS Track – Step 7- \$3,099.84
- c. Jeffrey Ohl – Assistant MS Track – Step 7 - \$3,099.84
- d. Richard Marcucci – Junior Varsity Softball – Step 7 - \$4,456.02
- e. Bert Fitzgerald – Head Varsity Baseball – Step 7 - \$7,168.38
- f. Franklin Bailey – Freshman Baseball – Step 1 - \$2,324.88
- g. Ian Gaul – Ticket Taker - \$20.00 per game
- h. Patricia Gonda – Ticker Taker - \$20.00 per game

10. APPROVE VOLUNTEERS

The Superintendent recommends approving the following individuals as a volunteer for the 2022-2023 school year for the position indicated, pending all record checks and completion of state and local requirements:

- a. Michelle Andujar – Softball
- b. Douglas Cooper – Softball
- c. Scott Wargo – Track

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

Roll Call: Maiden____; O’Boyle____; Stang____; Wakefield ____; Sturgill____;

X. OTHER BUSINESS

A. ACCEPT DONATIONS

The Superintendent recommends accepting the following donations:

- a. Matthew & Norma Arasim - \$500.00 to KHS Drama Club
- b. Scoops & More Ice Cream Emporium LLC - \$75.00 to KHS Drama Club
- c. David & Christine Minney - \$75.00 to KHS Drama Club
- d. Kory & Morgan Olah - \$60.00 to KHS Drama Club
- e. Don & Deb Olah - \$40.00 to KHS Drama Club

B. APPROVE PARTNERSHIP WITH LCCC FOR COLLEGE CREDIT PLUS AND MYUNIVERSITY GUARANTEE MEMORANDUM OF UNDERSTANDING

The Superintendent recommends approving the College Credit Plus and MyUniversity Guarantee Memorandum of Understanding Agreement with Lorain County Community College as presented effective July 1, 2023 through June 30, 2024.

C. APPROVE PARTNERSHIP WITH KENT STATE UNIVERSITY FOR DUAL ENROLLMENT

The Superintendent recommends approving the Dual Enrollment Partnership with Kent State University as presented effective July 1, 2023 through June 30, 2024.

D. APPROVE OUT OF STATE TRIP TO WASHINGTON D.C.

The Superintendent recommends approving an out of state field trip for Keystone High School Sophomore students to Washington D.C. during the period of Tuesday, October 31, 2023 through Friday, November 3, 2023.

E. APPROVE RIPCHO STUDIO, INC. AGREEMENT

The Treasurer/CFO recommends approval of an agreement with Ripcho Studio, Inc. for school pictures for the 2023-2024, 2024-2025 school years as presented.

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

Roll Call: Maiden____; O’Boyle____; Stang____; Wakefield ____; Sturgill____;

F. ADOPT RESOLUTION – APPROVE CONTINUED MEMBERSHIP IN THE OHSAA FOR THE 2023-2024 SCHOOL YEAR

The Superintendent recommends adoption of the following resolution:

AUTHORIZING 2023-2024 MEMBERSHIP IN THE OHIO HIGH SCHOOL ATHLETIC ASSOCIATION

WHEREAS, Keystone Local School District, District IRN number: 048165 of 531 Opportunity Way, LaGrange, 44050, Lorain County, Ohio has satisfied all the requirements for membership in the Ohio High School Athletic Association, a voluntary unincorporated association not-for-profit; and

WHEREAS, the Board of Education/Governing Board (“Board”) and its Administration desire for the schools with one or more grades at the 7-12 grade level under their jurisdiction to be voluntary members of the OHSAA;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION/GOVERNING BOARD that all schools listed on the reverse side of this card do hereby voluntarily renew membership in the OHSAA and that in doing so, the Constitution, Bylaws, Regulations and Business Rules of the OHSAA are hereby adopted by this Board as and for its own minimum requirements as it pertains to, but not limited to, student-eligibility, coaching requirements, and administrative responsibility. Notwithstanding the foregoing, the Board reserves the right to raise the minimum standards as it deems appropriate for the schools and students under its jurisdiction; and

BE IT FURTHER RESOLVED that the schools under this Board’s jurisdiction agree to conduct their athletic programs in accordance with the Constitution, Bylaws, Regulations, Business Rules, interpretations and decisions of the OHSAA and cooperate fully and timely with the Executive Director’s office of the OHSAA in all matters related to the interscholastic athletic programs of the schools. Furthermore, the schools under this Board’s jurisdiction shall be primary

enforcers of the OHSSA Constitution, Bylaws, Regulations, Business Rules and the interpretations and rulings rendered by the Executive Director's Office. The administrative heads of these schools understand that failure to discharge the duty of primary enforcement may result in fines, removal from tournaments, suspension from membership and/or other such penalties as prescribed in Bylaw 11.

Moved by _____ second by _____ to approve the above resolution.

Roll Call: Maiden____; O'Boyle____; Stang____; Wakefield ____; Sturgill____;

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

A. Future BOE Meetings @ 6:30 P.M.

1. Monday, March 13, 2023 – Regular Meeting – KHS Conference Room
2. Thursday, April 17, 2023 – Regular Meeting – KHS Conference Room
3. Monday, May 15, 2023 – Regular Meeting – KHS Conference Room

XI. OTHER BUSINESS TO COME BEFORE THE BOARD

A. ADMINISTRATIVE REPORTS

B. SUPERINTENDENT COMMITTEE REPORTS

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

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).*

XII. EXECUTIVE SESSION

Moved by _____, second by _____ to adjourn to Executive Session under ORC 102.03 and ORC 121.22 for the purpose of:

1. the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against such an employee, official or student, unless an such individual requests a public hearing (the Board will not hold an executive session for the discipline of one of its members for conduct related to the performance of his/her official duties or for his/her removal from office);
2. the purchase of property for public purposes or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair advantage to a person whose personal, private interest is adverse to the general public interest;
3. specialized details of security arrangements where disclosure of the matters discussed might reveal information that could be used for the purpose of committing, or avoiding prosecution for, a violation of the law;
4. matters required to be kept confidential by Federal law or State statutes;
5. preparing for, conducting or reviewing negotiations with public employees concerning their compensation or other terms and conditions of their employment;
6. in-person conferences with an attorney for the Board concerning disputes involving the Board that are the subject of pending or imminent court action or
7. consideration of confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets or personal financial statements of an applicant for economic development assistance, or negotiations with other political subdivisions respecting requests for economic development assistance, provided that:
 - A. the information is directly related to a request for economic development assistance that is to be provided or administered under provisions of State law authorized in Ohio Revised Code Section 121.22(G)(8)(1), or involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project and
 - B. a unanimous quorum of the Board has determined by a roll-call vote the executive session is necessary to protect the interests of the applicant or possible investment or expenditure of public funds to be made in connection with the economic development project.

With action to follow or with no action to follow.

Roll Call: Maiden____; O'Boyle____; Stang____; Wakefield ____; Sturgill____;

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

XIII. ADJOURNMENT

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

Roll Call: Maiden____; O'Boyle____; Stang____; Wakefield ____; Sturgill____;

RESOLUTION – MARVIN MCCASLIN

WHEREAS, Marvin McCaslin has served the staff, students, and residents of the Keystone Local School District for 10 years; and

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

WHEREAS, Marvin McCaslin 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 Marvin McCaslin for his 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 Marvin McCaslin.

ATTACHMENT B

| | | | | |
|--------------------------------------------------------------------------------------|------------------------------------------|--|-------------------------|--|
| PERMANENT APPROPRIATION RESOLUTION | | | | |
| City, Exempted Village, Joint Vocational or Local Board of Education | | | | |
| Rev.Code Sec. 5705.38 | | | | |
| ----- | | | | |
| BE IT RESOLVED by the Board of Education of the KEYSTONE School District, | | | | |
| LORAIN County, Ohio, that to provide for the current expenses and other expenditures | | | | |
| of said Board of Education, during the fiscal year, ending June 30th, 2023, the | | | | |
| following sums be and the same are hereby set aside and appropriated for the several | | | | |
| purposes for which expenditures are to be made and during said fiscal year, as | | | | |
| follows, viz: | | | | |
| | | | FY2023 | |
| Fund | DESCRIPTION | | APPROPRIATION | |
| 001 | GENERAL | | \$ 17,522,690.95 | |
| 002 | BOND RETIREMENT | | \$ 1,825,200.00 | |
| 003 | PERMANENT IMPROVEMENT | | \$ 300,000.00 | |
| 004 | BUILDING & IMPROVEMENTS | | \$ 648,189.16 | |
| 006 | FOOD SERVICE | | \$ 641,816.20 | |
| 007 | SPECIAL TRUST | | \$ 30,000.00 | |
| 010 | CLASSROOM FACILITIES | | \$ 1,955,536.47 | |
| 018 | PUBLIC SCHOOL SUPPORT | | \$ 45,000.00 | |
| 019 | OTHER GRANTS | | \$ 103,890.03 | |
| 020 | SPECIAL ENTERPRISE | | \$ 80,000.00 | |
| 022 | OHSAA TOURNAMENT | | \$ 8,500.00 | |
| 024 | EMPLOYEE BENEFITS SELF INS. | | \$ 73,500.00 | |
| 034 | BUILDING MAINTENANCE | | \$ 132,685.36 | |
| 035 | TERMINATION BENEFITS | | \$ 53,413.65 | |
| 200 | STUDENT MANAGED ACTIVITY | | \$ 50,000.00 | |
| 300 | DISTRICT MANAGED ACTIVITY | | \$ 110,000.00 | |
| 401 | AUXILIARY SERVICES | | \$ 90,050.00 | |
| 451 | DATA COMMUNICATIONS | | \$ 10,800.00 | |
| 461 | HSTW/MMGW GRANT | | \$ 11,614.42 | |
| 467 | STUDENT WELLNESS AND SUCSESS FUNDS | | \$ 5,472.66 | |
| 499 | MISC STATE GRANTS | | \$ 18,130.14 | |
| 507 | ESSER | | \$ 1,527,693.00 | |
| 516 | IDEA PART B GRANTS | | \$ 416,981.82 | |
| 572 | TITLE I DISADVANTAGED CHILDREN | | \$ 209,563.64 | |
| 584 | TITLE IV - A STUDENT SUPP. & ACADEMIC EN | | \$ 20,947.58 | |
| 587 | IDEA EARLY CHILDHOOD SPECIAL EDUCATIO | | \$ 5,493.84 | |
| 590 | IMPROVING TEACHER QUALITY | | \$ 49,404.67 | |
| 599 | MISC FEDERAL GRANTS | | \$ 317,833.41 | |
| TOTAL: | | | \$ 26,264,407.00 | |

ATTACHMENT B

| | | | | | | | |
|----------------------------------------------------------------------------------------------|-------------------------------|--|--|--|--|--|--|
| CERTIFICATE | | | | | | | |
| (O.R.C. 5705.412) | | | | | | | |
| RE: | | | | | | | |
| IT IS HEREBY CERTIFIED that the KEYSTONE School District has sufficient funds to | | | | | | | |
| meet the contract, obligation, payment, or expenditure for the above, and has in effect | | | | | | | |
| for the remainder of the fiscal year and the succeeding fiscal year the authorization to | | | | | | | |
| levy taxes which, when combined with the estimated revenue from all other sources | | | | | | | |
| available to the district at the time of certification, are sufficient to provide operating | | | | | | | |
| revenues necessary to enable the district to maintain all personnel, programs, and | | | | | | | |
| services essential to the provision of an adequate educational program on all the days | | | | | | | |
| set forth in its adopted school calendar for the current fiscal year and for a number of | | | | | | | |
| days in the succeeding fiscal year equal to the number of days instruction was held or | | | | | | | |
| is scheduled for the current fiscal year, except that if the above expenditure is for a | | | | | | | |
| contract, this certification shall cover the term of the contract or the current fiscal year | | | | | | | |
| plus the two immediately succeeding fiscal years, whichever period of years is greater. | | | | | | | |
| DATED: | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| BY: | | | | | | | |
| | Treasurer/CFO | | | | | | |
| | | | | | | | |
| BY: | | | | | | | |
| | Superintendent | | | | | | |
| | | | | | | | |
| BY: | | | | | | | |
| | President, Board of Education | | | | | | |
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