

# **KEYSTONE LOCAL SCHOOL DISTRICT**

Board of Education Meeting  
Lorain County JVS  
15181 State Route 58  
Oberlin, Ohio 44074

## **REGULAR MEETING**

March 13, 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 Regular Meeting on February 21, 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. CURRICULUM CORNER**

**Amanda Goran**, Director of Curriculum and Instruction, Suzanne Atkinson and Patrick Gallion

- Academic Honors

#### **VI. FINANCIAL REPORT BY TREASURER/CFO**

##### **A. APPROVE FINANCIAL REPORTS**

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

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

Roll Call: Maiden\_\_\_\_; O’Boyle\_\_\_\_; Stang\_\_\_\_; Wakefield \_\_\_\_; Sturgill\_\_\_\_;

#### **VII. SUPERINTENDENT REPORTS AND RECOMMENDATIONS**

Items Requiring Board Action

##### **A. EMPLOYMENT OF PERSONNEL**

###### **1. ACCEPT RESIGNATIONS**

The Superintendent recommends accepting the resignation of the following individuals:

- a. Matthew Valentin – Head Lacrosse Coach – effective end of day 2/23/2023
- b. Sylvia Small – Murray Ridge Special Needs Paraprofessional – effective end of day 3/17/2023
- c. Zachary Fink – District Maintenance – effective end of day 3/24/2023

**2. APPROVE LEAVE OF ABSENCE REQUEST – CATHLEEN WALKER BABINEC**

The Superintendent recommends approving a leave of absence request for Cathleen Walker Babinec for the period on or about April 7, 2023 through on or about May 31, 2023.

**3. APPROVE LEAVE OF ABSENCE REQUEST – HANNAH MURRAY**

The Superintendent recommends approving a leave of absence request for Hannah Murray for the period on or about April 28, 2023 through on or about May 26, 2023.

**4. APPROVE LEAVE OF ABSENCE REQUEST – PENNY BOSAK**

The Superintendent recommends approving a leave of absence request for Penny Bosak for the period on or about February 13, 2023 through on or about March 10, 2023.

**5. APPROVE CLASSIFIED CONTINUING CONTRACT**

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

- a. David Bring – District Night Custodian/Maintenance – effective 3/13/2023
- b. Heidi Handley – KMS Cashier – effective 3/13/2023
- c. Wendy Montoney – KMS Cleaner – effective 3/13/2023
- d. Melanie Schmitt – KES Special Needs Paraprofessional – effective 4/1/2023

**6. EMPLOY PERMANENT SUBSTITUTE TEACHERS**

The Superintendent recommends employing permanent substitute teachers during the second semester of the 2022-2023 school year at a rate of \$130.00 per day (\$65.00 per half day), pending all record checks and completion of state and local requirements. No other salaries or benefits will apply:

- |                     |                          |
|---------------------|--------------------------|
| a. Sara Dodrill     | j. William Porter        |
| b. Michelle Fedor   | k. Margaret Ratliff      |
| c. Paige Hartley    | l. Michele Santo Domingo |
| d. Lisa Jones       | m. Kathleen Shaw         |
| e. Stephanie Kish   | n. Amy Shepherd          |
| f. James Kistler    | o. Jocelyn Smith         |
| g. Richard Marcucci | p. Kyle Trimble          |
| h. Amy McCay        | q. Philip Tuttle         |
| i. Denise O'Dell    |                          |

**7. 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. Melanie Bostick
  - Cafeteria - \$12.17/hr.
  - Monitor - \$11.54/hr. – effective 2/1/23
  - Paraprofessional – Library - \$11.77/hr.
  - Paraprofessional – Special Needs - \$11.54/hr. – effective 3/10/23
- b. Ashley Harasti
  - Cafeteria - \$12.17/hr.
  - Monitor - \$11.54/hr. – effective 2/27/23
  - Paraprofessional – Library - \$11.77/hr.
  - Paraprofessional – Special Needs - \$11.54/hr.
- c. Donald Montoney
  - Cleaning - \$11.10/hr.
- d. Emily Nagy
  - Cleaning - \$11.10/hr.

**8. 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. Gregory Morgan – Assistant Varsity Track – Step 7 - \$4,456.02
- b. Stephen Ody – Head MS Track – Step 7 - \$3,874.80
- c. Anna Saxton – Freshman Softball – Step 3 - \$2,518.62
- d. Reginal Hetsler – Junior Varsity Baseball – Step 3 - \$3,099.84
- e. Victoria Geiger – Ticker Taker - \$20.00 per game

**9. 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. Alan Carmen – Baseball
- b. Jeffrey Sivec - Baseball

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

Roll Call: Maiden\_\_\_\_; O’Boyle\_\_\_\_; Stang\_\_\_\_; Wakefield \_\_\_\_; Sturgill\_\_\_\_;

**10. APPROVE VOLUNTEER**

The Superintendent recommends approving the following individual 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. Jennifer Maiden – Lacrosse

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

Roll Call: Maiden\_\_\_\_; O’Boyle\_\_\_\_; Stang\_\_\_\_; Wakefield \_\_\_\_; Sturgill\_\_\_\_;

**VIII. OTHER BUSINESS**

**A. APPROVE 2023-2024 AND 2024-2025 DISTRICT CALENDARS**

The Superintendent recommends approving the 2023-2024 (Attachment A) and the 2024-2025 (Attachment B) Keystone Local Schools district calendars as presented.

**B. ACCEPT DONATIONS**

The Superintendent recommends accepting the following donations:

- 1. LaGrange IGA - \$60.69 in miscellaneous grocery items to Keystone Local School District
- 2. Kory & Morgan Olah - \$100.00 to KHS Drama Club

**C. APPROVE 2023-2024 KHS COURSE GUIDE**

The Superintendent recommends approving the 2023-2024 KHS Course Guide as presented.

**D. APPROVE SERVICE AGREEMENT WITH EDUCATIONAL SERVICE CENTER OF LORAIN COUNTY**

The Superintendent recommends approving the service agreement with the Educational Service Center of Lorain County to provide professional development as presented.

**E. APPROVE PRIMARY SERVICE AGREEMENT WITH EDUCATIONAL SERVICE CENTER OF LORAN COUNTY**

The Superintendent recommends approving the 2023-2024 Multi-Agreement Contract with the Educational Service Center of Lorain County as presented.

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

Roll Call: Maiden\_\_\_\_; O'Boyle\_\_\_\_; Stang\_\_\_\_; Wakefield \_\_\_\_; Sturgill\_\_\_\_;

**F. AUTHORIZATION TO PURCHASE FROM SCHOOL BUS BIDS RECEIVED BY OHIO SCHOOLS COUNCIL**

The Superintendent recommends adoption of the following resolution:

**WHEREAS**, the Keystone Local School District is a member of the Ohio Schools Council. On November 1, 2022, the Ohio Schools Council received bids for school buses on behalf of its members. The Keystone Local Schools Board of Education authorizes the purchase of one (1) - IC school bus chassis and bodies that were bid through the Ohio Schools Council.

**THEREFORE, BE IT RESOLVED** the Keystone Local Schools Board of Education is authorized to purchase one (1) - IC school bus chassis and bodies from the bids received through the Ohio Schools Council on November 1, 2022.

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**

1. Monday, April 17, 2023 – Regular Meeting – KHS Conference Room @ 6:30 p.m.
2. Monday, May 15, 2023 – Regular Meeting – KHS Conference Room @ 6:30 p.m.
3. Wednesday, June 28, 2023 – Regular Meeting – KHS Conference Room @ 4:00 p.m.

## **IX. 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).*

## **X. 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.

## **XI. ADJOURNMENT**

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

Roll Call: Maiden\_\_\_\_; O'Boyle\_\_\_\_; Stang\_\_\_\_; Wakefield \_\_\_\_; Sturgill\_\_\_\_;



# KEYSTONE LOCAL SCHOOLS

## 2023-2024 School Calendar

<b><u>August '23</u></b>	<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>		<b><u>January '24</u></b>	<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>
16th - Staff Opening Day P/D		1	2	3	4		1st -New Year's Day	1	2	3	4	5
17th - Professional Development	7	8	9	10	11		8th - School Resumes	8	9	10	11	12
28th - Professional Development	14	15	16P	17P	18		15th - MLK Day	15	16	17	18	19
29th - Records Day	21	22	23	24	25		19th - End of 2nd Quarter - 44 Days	<22>	23	24	25	26
30th - First Day for Grades 1 - 12	28P	<29>	*30*	31			22th - Records Day	29	30	31		
<b><u>September '23</u></b>	<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>		<b><u>February '24</u></b>	<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>
4th - Labor Day					1		5th - Professional Development				1	2
5th - First Day for Kindergarten	4	^5^	6	7	8		7th & 13th - ES P/T Conf. 4:30 - 7:30 p.m.	5P	6	(7)	(8)	9
	11	12	13	14	15		8th & 13th - MS P/T Conf. 4:30 - 7:30 p.m.	12	(13)	(14)	15	16
	18	19	20	21	22		8th - HS P/T Conf. 3:00 - 6:00 p.m.	19	20	21	22	23
25th - Professional Development	25P	26	27	28	29		14th - HS P/T Conf. 4:00 - 7:00 p.m.	26	27	28	29	
							16th - No School K-12					
							19th - Presidents' Day					
<b><u>October '23</u></b>	<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>		<b><u>March '24</u></b>	<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>
13th - NEOEA Day	2	3	4	5	6							1
19th - MS P/T Conf. 4:30 - 7:30 p.m.	9	10	11	12	13		18th - Family First Night	4	5	6	7	8
19th - HS P/T Conf. 3:00 - 6:00 p.m.	16	17	18	(19)	20		22nd - End of 3rd Quarter - 41 Days	11	12	13	14	15
27th - End of 1st Quarter - 40 Days	23	24	25	26	27		25th - 29th Spring Break	18	19	20	21	22
	30	31					29th - Good Friday	25	26	27	28	29
<b><u>November '23</u></b>	<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>		<b><u>April '24</u></b>	<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>
1st - Family First Night			1	2	3		1st - Easter Monday	1	2	3	4	5
6th - Professional Development	6P	(7)	8	(9)	10		8th - Professional Development	8P	9	10	11	12
9th - MS P/T Conf. 4:30 - 7:30 p.m.	13	14	15	(16)	17			15	16	17	18	19
9th - HS P/T Conf. 4:00 - 7:00 p.m.	20	21	22	23	24			22	23	24	25	26
7th & 16th - ES P/T Conf. 4:30 - 7:30 p.m.	27	28	29	30				29	30			
22th - 24th - Thanksgiving Break												
<b><u>December '23</u></b>	<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>		<b><u>May '24</u></b>	<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>
					1					1	2	3
	4	5	6	7	8		27th - Memorial Day	6	7	8	9	10
	11	12	13	14	15		30th - Last Day for All Students	13	14	15	16	17
Dec. 22nd - Jan 5th Winter Break	18	19	20	21	22		30th - End of 4th Quarter - 41 Days	20	21	22	23	24
	25	26	27	28	29		31st - Records Day/Teachers Last Day	27	28	29	^*30*^	<31>
<b><u>KEY</u></b>							<b><u>HOURS</u></b>					
First/Last Day for Grades 1-12					**		KHS: 7:28 a.m. - 2:25 p.m.					
First/Last Day for Kindergarten					^^		KMS: 7:40 a.m. - 2:40 p.m.					
No School for Students							KES: 9:00 a.m. - 3:30 p.m.					
Parent/Teacher Conferences					( )							
Teacher Inservice/Record Day - No Students					< >							
Holiday												
Professional Development - No Students					P							

# KEYSTONE LOCAL SCHOOLS

## 2024-2025 School Calendar

<b><i>August '24</i></b>	<b><i>M</i></b>	<b><i>T</i></b>	<b><i>W</i></b>	<b><i>T</i></b>	<b><i>F</i></b>		<b><i>January '25</i></b>	<b><i>M</i></b>	<b><i>T</i></b>	<b><i>W</i></b>	<b><i>T</i></b>	<b><i>F</i></b>
14th - Staff Opening Day P/D				1	2		1st - New Year's Day			1	2	3
15th - Professional Development	5	6	7	8	9		6th - School Resumes	6	7	8	9	10
26th - Professional Development	12	13	14P	15P	16		16th - Professional Development	13	14	15	16P	<17>
27th - Records Day	19	20	21	22	23		17th - Records Day	20	21	22	23	24
28th - First Day for Grades 1 - 12	26P	<27>	*28*	29	30		17th - End of 2nd Quarter - 44 Days	27	28	29	30	31
							20th - MLK Day					
<b><i>September '24</i></b>	<b><i>M</i></b>	<b><i>T</i></b>	<b><i>W</i></b>	<b><i>T</i></b>	<b><i>F</i></b>		<b><i>February '25</i></b>	<b><i>M</i></b>	<b><i>T</i></b>	<b><i>W</i></b>	<b><i>T</i></b>	<b><i>F</i></b>
2nd - Labor Day	2	^3^	4	5	6		3rd - Professional Development	3P	4	(5)	(6)	7
3rd - First Day for Kindergarten	9	10	11	12	13		5th & 11th - ES P/T Conf. 4:30 - 7:30 p.m.	10	(11)	(12)	13	14
	16	17	18	19	20		6th & 11th - MS P/T Conf. 4:30 - 7:30 p.m.	17	18	19	20	21
	23	24	25	26	27		6th - HS P/T Conf. 3:00 - 6:00 p.m.	24	25	26	27	28
30th - Professional Development	30P						12th - HS P/T Conf. 4:00 - 7:00 p.m.					
							14th - No School K-12					
							17th - Presidents' Day					
<b><i>October '24</i></b>	<b><i>M</i></b>	<b><i>T</i></b>	<b><i>W</i></b>	<b><i>T</i></b>	<b><i>F</i></b>		<b><i>March '25</i></b>	<b><i>M</i></b>	<b><i>T</i></b>	<b><i>W</i></b>	<b><i>T</i></b>	<b><i>F</i></b>
11th - NEOEA Day		1	2	3	4			3	4	5	6	7
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	28	29	30	31				31				
<b><i>November '24</i></b>	<b><i>M</i></b>	<b><i>T</i></b>	<b><i>W</i></b>	<b><i>T</i></b>	<b><i>F</i></b>		<b><i>April '25</i></b>	<b><i>M</i></b>	<b><i>T</i></b>	<b><i>W</i></b>	<b><i>T</i></b>	<b><i>F</i></b>
4th - Professional Development					1				1	2	3	4
14th - MS P/T Conf. 4:30 - 7:30 p.m.	4P	5	6	7	8			7	8	9	10	11
14th - HS P/T Conf. 4:00 - 7:00 p.m.	11	(12)	13	(14)	15		18th - Good Friday	14	15	16	17	18
12th & 21th - ES P/T Conf. 4:30 - 7:30 p.m.	18	19	20	(21)	22		21st - Easter Monday	21	22	23	24	25
27th - 29th - Thanksgiving Break	25	26	27	28	29			28	29	30		
<b><i>December '24</i></b>	<b><i>M</i></b>	<b><i>T</i></b>	<b><i>W</i></b>	<b><i>T</i></b>	<b><i>F</i></b>		<b><i>May '25</i></b>	<b><i>M</i></b>	<b><i>T</i></b>	<b><i>W</i></b>	<b><i>T</i></b>	<b><i>F</i></b>
	2	3	4	5	6						1	2
	9	10	11	12	13		26th - Memorial Day	5	6	7	8	9
	16	17	18	19	20		29th - Last Day for All Students	12	13	14	15	16
Dec. 23rd - Jan 3rd Winter Break	23	24	25	26	27		29th - End of 4th Quarter - 41 Days	19	20	21	22	23
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Holiday												
Professional Development - No Students					P							