MINUTES OF KEYSTONE BOARD OF EDUCATION

TAX BUDGET, ORGANIZATIONAL AND REGULAR MEETING

HELD JANUARY 11, 2021

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.

President Pro-Tempore Dennis Walter called the meeting to order at 5:37 p.m.

The Tax Budget Hearing was held.

Board Members in Attendance: Carrie O'Boyle, Devin Stang, Kimberly Sturgill, Patricia Wakefield, Dennis Walter

Public Persons in Attendance: Daniel White, Michael Resar Sr., Amanda Goran, Kristen Campbell, Albert Trego, Deborah Melda

Those present recited the Pledge of Allegiance to the United States of America.

APPROVAL OF AGENDA #21-01-01

Moved by Stang, second by Sturgill to approve agenda with addendum as presented.

Ayes: Stang, Sturgill, O'Boyle, Wakefield, Walter Motion carried.

ELECTION OF PRESIDENT #21-01-02

Carrie O'Boyle was nominated by Kimberly Sturgill for President of the Keystone Board of Education. Patricia Wakefield was nominated by Devin Stang for President of the Keystone Board of Education. Moved by Wakefield, second by Stang to close nominations for President.

Ayes: Wakefield, Stang, O'Boyle, Sturgill, Walter Motion carried.

VOTE FOR PRESIDENT: O'Boyle – O'Boyle, Stang – Wakefield, Sturgill – O'Boyle, Wakefield – Wakefield, Walter - Wakefield

ELECTION OF VICE PRESIDENT #21-01-03

Devin Stang was nominated by Patricia Wakefield for Vice President of the Keystone Board of Education. Carrie O'Boyle was nominated by Kimberly Sturgill for Vice President of the Keystone Board of Education. Moved by Wakefield, second by Sturgill to close nominations for Vice President.

Ayes: Wakefield, Sturgill, O'Boyle, Stang, Walter Motion carried.

VOTE FOR VICE PRESIDENT: O'Boyle – O'Boyle, Stang - Stang, Sturgill – O'Boyle, Wakefield – Stang, Walter – O'Boyle

Patricia Wakefield assumed the Presidency.

MINUTES OF KEYSTONE BOARD OF EDUCATION

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SET DATE, TIME, AND LOCATION OF REGULAR MEETINGS #21-01-04

Moved by O'Boyle, second by Sturgill 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

Ayes: O'Boyle, Sturgill, Stang, Walter, Wakefield Motion carried.

ESTABLISH SERVICE FUND #21-01-05

Moved by Walter, second by Stang to approve the following resolution:

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.

Ayes: Walter, Stang, O'Boyle, Sturgill, Wakefield Motion carried.

<u>APPROVE SUPERINTENDENT COMMITTEE ASSIGNMENTS</u> <u>AND REPRESENTATIVES #21-01-06</u>

Moved by Stang, second by Walter to establish the aforementioned Superintendent committees and representatives with Board members serving in said positions for the 2021 calendar year.

VEED	Vireh andry Strengill
KEEP	Kimberly Sturgill
JVS Representative	Deborah Melda
Legislative Liaison	Patricia Wakefield
Student Achievement Liaison	Devan Stang
	Kimberly Sturgill
Finance/Insurance Committee	Devin Stang
	Dennis Walter
Buildings & Grounds	Carrie O'Boyle
	Dennis Walter
Public Relations Committee	Carrie O'Boyle
	Patricia Wakefield
Board Policy Committee	Devin Stang
	Kimberly Sturgill

Ayes: Stang, Walter, O'Boyle, Sturgill, Wakefield Motion carried.

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APPROVE STANDING AUTHORIZATIONS #21-01-07

Moved by O'Boyle, second by Sturgill to adopt the below noted standing authorizations to allow for efficient financial management and full execution of duties by the Treasurer/CFO, 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 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.

Ayes: O'Boyle, Sturgill, Stang, Walter, Wakefield Motion carried.

APPOINT PUBLIC RECORDS DESIGNEE #21-01-08

Moved by Walter, second by Stang to appoint Treasurer/CFO, Michael Resar Sr., as public records designee for calendar year 2021.

Ayes: Walter, Stang, O'Boyle, Sturgill, Wakefield Motion carried.

DESIGNATE LOCAL NEWSPAPER #21-01-09

Moved by O'Boyle, second by Sturgill to designate The Chronicle-Telegram as the official newspaper for Keystone Local Schools.

Ayes: O'Boyle, Sturgill, Stang, Walter, Wakefield Motion carried.

MINUTES OF KEYSTONE BOARD OF EDUCATION

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APPOINTMENT OF COORDINATORS #21-01-10

Moved by O'Boyle, second by Sturgill to approve the below listed coordinators:

Principals, Assistant Principals & Athletic Director - Title IX – Investigator Principals, Assistant Principals & Athletic Director – Title IX – Coordinator Principals, Assistant Principals & Athletic Director - Title IX - Decision Maker -Students - Decision Maker cannot be the Coordinator or Investigator Director of Curriculum & Director of Pupil Services - Title IX - Decision Maker-Staff - Decision Maker cannot be the Coordinator or Investigator Title IX – Appeal Superintendent Daniel White Civil Rights & Equal Opportunity Officer Jonathan Bailey **OHSAA** Foster Care Liaison & Homeless Liaison Antonietta Filut PowerSchool Coordinator Jacob Alferio Albert Trego **OSHA & ADA** Kristen Campbell 504 & IDEA Part B & ADA Jody White Free and Reduced Lunch Verification Officer Amanda Goran **CCIP District Test Coordinator** State and Federal Funds Coordinator (Title Programs) Ohio Improvement Process (OIP) Internal Facilitator

Ayes: O'Boyle, Sturgill, Stang, Walter, Wakefield Motion carried.

RETAIN LEGAL COUNSEL #21-01-11

Moved by Walter, second by Stang 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.

Ayes: Walter, Stang, O'Boyle, Sturgill, Wakefield Motion carried.

APPOINT SUSPENSION/EXPULSION HEARING APPEAL OFFICER #21-01-12

Moved by O'Boyle, second by Sturgill 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.

Ayes: O'Boyle, Sturgill, Stang, Walter, Wakefield Motion carried.

ADJOURNMENT #21-01-13

Moved by Walter, second by O'Boyle to adjourn the Organizational session at 5:53 p.m.

Ayes: Walter, O'Boyle, Stang, Sturgill, Wakefield Motion carried.

MINUTES OF KEYSTONE BOARD OF EDUCATION

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REGULAR MEETING AGENDA

ADOPT RETIREMENT COMMENDATION #21-01-14

Moved by Stang, second by Walter to adopt retirement commendations for the individual listed below (Attachment B).

• Gail Falk – 17 years

Ayes: Stang, Walter, O'Boyle, Sturgill, Wakefield Motion carried.

APPROVAL OF MINUTES #21-01-15

Moved by Sturgill, second by O'Boyle to dispense with the reading of the minutes of the regular meeting on December 14, 2020 and the special meeting on December 18, 2020. The minutes were distributed as required by law and, shall be approved as presented.

Ayes: Sturgill, O'Boyle, Stang, Walter, Wakefield Motion carried.

AUDIENCE PARTICIPATION

RECOGNITION AND HEARING OF VISITORS

Board Member – Mrs. Falk is a great teacher and will be missed. Board Member – My son learned a lot from Mrs. Falk. She is a great teacher. Curriculum Director – Both of my kids had Mrs. Falk and they benefited a lot from having her.

INPUT FROM STAFF

Superintendent – Thank you to the board for all you have done. This year has been different and we appreciate your support. We couldn't do it without you.

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

APPROVE TREASURER/CFO FINANCIAL REPORTS AND RECOMMENDATIONS #21-01-16

Moved by O'Boyle, second by Stang that the foregoing recommendations be approved.

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.

B. APPROVE FINANCIAL REPORTS

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

C. FISCAL YEAR 2021 TRANSFERS

The Treasurer CFO recommends the following Transfers:TransfersTo:Amount:From:To:Amount:General Fund (001)Employee Benefits-FSA Program Fund (024)\$ 9,437.50

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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

Ayes: O'Boyle, Stang, Sturgill, Walter, Wakefield Motion Carried

APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #21-01-17

Moved by Walter, second by O'Boyle that the foregoing recommendations be approved.

A. EMPLOYMENT OF PERSONNEL

Superintendent - We Don't have enough subs, we need more. Let me know if you have anyone in mind that may be interested.

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

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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

Ayes: Walter, O'Boyle, Stang, Sturgill, Wakefield Motion carried.

APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #21-01-18

Moved by Walter, second by Stang to adopt the below resolution:

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.

Ayes: Walter, Stang, O'Boyle, Sturgill, Wakefield Motion carried.

APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #21-01-19

Moved by Walter, second by Stang to adopt the below resolution:

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 RC3309.41, 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.

Ayes: Walter, Stang, O'Boyle, Sturgill, Wakefield Motion carried.

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APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #21-01-20

Moved by O'Boyle, second by Sturgill that the foregoing recommendations be approved.

7. APPROVE TRANSFERS

The Superintendent recommends transferring the following individuals: a. Sarah Buckingham – from KES Lunch Monitor 2.5 hrs./day to KES

- Special Needs Paraprofessional 6.75 hrs./day effective 1/13/2021b. Darlene Kalman from Murray Ridge Special Needs Paraprofessional
- 6.25 hrs./day to KES Special Needs Paraprofessional 6.25 hrs./day effective 1/25/2021

Ayes: O'Boyle, Sturgill, Stang, Walter, Wakefield Motion carried.

APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS 21-01-21

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

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

Board Member - Glad you gave extra information on the calendar. I was a little confused initially, but the extra information made sense. I had a lot of parents inquire with me and I owed it to them to get the information back to them.

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	

Ayes: Stang, Walter, O'Boyle, Sturgill, Wakefield Motion carried.

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APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS 21-01-22

Moved by O'Boyle, second by Sturgill to approve the below resolution.

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 LAF for calendar year 2021 and authorizes the treasurer to pay the LAF \$250.00

Ayes: O'Boyle, Sturgill, Stang, Walter, Wakefield Motion carried.

APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS 21-01-23

Moved by Sturgill, second by O'Boyle that the foregoing recommendations be approved.

D. 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, 2021 through June 30, 2022.

E. APPROVE LORAIN COUNTY SCHOOLS CRISIS COUNSELING MOU

The Superintendent recommends approving the MOU for the Lorain County Schools Crisis Counseling and the Keystone Local School District as presented effective January 1, 2021 through December 31, 2023.

Ayes: Sturgill, O'Boyle, Stang, Walter, Wakefield Motion carried.

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

ADMINISTRATIVE REPORTS - NONE

SUPERINTENDENT COMMITTEE REPORTS

JVS:

Deborah Melda – JVS is looking forward to returning to hybrid on 1/19/21.

KEEP:

Kimberly Sturgill – The JVS received the trades scholarship information that KEEP sent. Last year not a single student applied for the KEEP trades scholarship. There is \$2,000 of scholarship money allotted for trades, and we are hopeful KEEP will receive trade scholarship applications this year. A student attending a two-year tech school, apprenticeship program, etc. qualify. Students or families may reach out to either Keystone or JVS school counselors with questions.

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COMMENTS/CONCERNS

Board Members:

Kimberly Sturgill – Impressed with seeing everyone take on different rolls during the pandemic. I know everyone has their own work to get done, and it is a scramble.

Carrie O'Boyle - Thanks everyone, you do a great job.

Devin Stang - Thanks for all the work everyone is doing in these trying times.

Dennis Walter - Thank all admin and teachers for getting us back in person on 1/4/21.

Patricia Wakefield - We should be proud of all the extra work Dan has done to ensure our kids are here learning.

Superintendent:

Daniel White - It is definitely a team effort, principals, teachers, support staff, subs. We've been out 4 bus drivers. If anyone knows anyone that wants to drive, let me know. We are desperate for bus drivers.

ADJOURNMENT #20-01-24

Moved by Sturgill, second by O'Boyle to adjourn the Regular Meeting at 6:37 p.m.

Ayes: Sturgill, O'Boyle, Stang, Walter, Wakefield Motion carried.

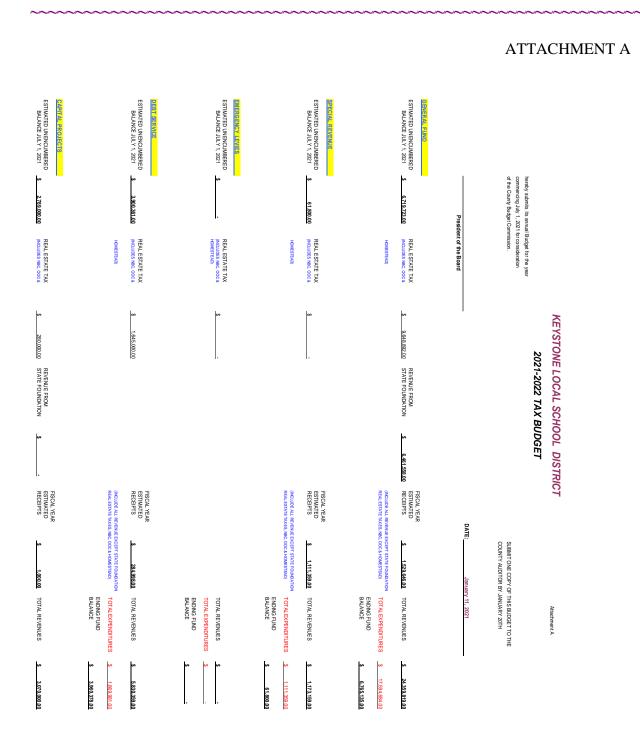
Patricia Wakefield, President

Michael Resar Sr., Treasurer/CFO

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ATTACHMENT B

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.