

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 19, 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.

Patricia Wakefield called the meeting to order at 6:00 p.m.

Board Members in Attendance:

Carrie O'Boyle, Devin Stang, Kimberly Sturgill, Dennis Walter, Patricia Wakefield

Public Persons in Attendance:

Daniel White, Michael Resar Sr. Amanda Goran, Albert Trego, Jonathan Bailey,
Deborah Melda, Shawn Marang

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

APPROVAL OF AGENDA #22-07-05

Moved by O'Boyle, second by Sturgill to approve agenda as presented.

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

Motion carried.

APPROVAL OF PRIOR MEETING MINUTES #22-07-06

Moved by Stang, second by Walter 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.

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

Motion carried.

AUDIENCE PARTICIPATION

RECOGNITION AND HEARING OF VISITORS – NONE

INPUT FROM STAFF – NONE

APPROVE TREASURER/CFO FINANCIAL REPORTS AND RECOMMENDATIONS #22-07-07

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

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:

Title IIA Fund (590 9921)

To:

General Fund (001)

Amount:

\$ 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.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 19, 2021

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

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

Motion carried.

APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #22-07-08

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

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:

- Anita Cornish

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 19, 2021

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

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 19, 2021

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

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

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 19, 2021

APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS 22-07-09

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

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 Carrie O'Boyle be appointed as delegate and Devin Stang 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.

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

Motion carried.

FUTURE BOARD MEETINGS - @ 6:00 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

SUPERINTENDENT COMMITTEE REPORTS

JVS:

Deborah Melda – Dr. Faircloth asked me to thank Mr. White for working with a struggling student working towards graduation. JVS received a Digital Social Media in Excellence Award. A JVS/Keystone student placed 5th in Baking and Pastry at Nationals.

KEEP/Student Achievement:

Kimberly Sturgill – No updates for KEEP. The Student Achievement Committee didn't meet much this last year and I hope we can resume for this upcoming year.

Building and Grounds:

Building and Grounds are looking to meet the first week in August.

COMMENTS/CONCERNS

Board Members:

Devin Stang: We had a meeting involving the LCCC skilled trades. There are discussions to hold a softball tournament to raise funds for our softball program.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 19, 2021

EXECUTIVE SESSION #22-07-10

Moved by Stang, second by Walter 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.

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

Executive Session 6:24 p.m. Return to Open Session 7:30 p.m.

ADJOURNMENT #22-07-11

Moved by O'Boyle, second by Sturgill to adjourn the Regular Meeting at 7:31 p.m.

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

Patricia Wakefield, President

Adam Hines, Treasurer/CFO