

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD AUGUST 16, 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, Adam Hines, Amanda Goran, James Kohler, Gina Gibson, Kristen Campbell, Albert Trego, Therese Jackson, Brian Brown, Christine Manning, Chad Whitacre, Christine Schwartz, Amy Stewart, Tammy Figula, Greg Yuronich, Nick Fedor, Elizabeth Masavage, Darla Metz, Steve Todd

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

NICK FEDOR AND THE LAGRANGE COMMUNITY PARK BOARD

REPRESENTATIVES PRESENTATION - The park is supported by the Village and Township. Each entity provides \$70,000 (\$35,000 each) per year. Mr. Fedor is presenting the expenses related to the softball program for all ages. The current issue are the costs for the associated items during the three months of March, April, May (in season). The park's original intention was to be a recreational park for all ages. The goal of the board is to discuss the financial support or obligation of the school district based on the use of the softball team(s). The expenses were comprised of an average over the past three years and divided among the three months of the school's season for approximately 20% of the yearly cost of \$9,055.

APPROVAL OF AGENDA #22-08-06

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

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

APPROVAL OF PRIOR MEETING MINUTES #22-08-07

Moved by Sturgill, second by O'Boyle to dispense with the reading of the minutes of the Regular Meeting on Monday, July 19, 2021 and the Special Meeting on Tuesday, August 3, 2021. 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:

Christine Schwartz (42181 Elkcreek Drive): Ms. Schwartz spoke in regards to the Creekside edition and the current proposed bus stop is a safety hazard. Their recommendation is to move the bus stop to the intersection of Elkcreek Drive and Creekside Drive.

Darla Metz (17345 Creekside Drive): The concern is that the parents have to sit there with their children until the bus arrives.

Brian Brown (41580 Biggs Road): His concern is regarding mask mandate and the difference between the bussing rules compared to the mask rules while in school. Ask the board to revisit the mask mandates and their right to choose or not.

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Amy Stewart: Creekside Drive issue. Visibility from the house to the bus stop is a major concern for her 5-year-old.

Steve Todd (306 Grainger Drive): Asking for a mask exemption based on philosophically as we do with religion or medical beliefs.

Greg Yuronich (42222 Creekside Drive): Dangerous situation for all people at bus stop.

INPUT FROM STAFF – NONE

CURRICULUM CORNER

Amanda Goran, Director of Curriculum and Instruction – Moving Forward

SPED SPOTLIGHT

Nikki Campbell, Director of Pupil Services - SPED Updates for 2021-2022 School Year

APPROVE TREASURER/CFO FINANCIAL REPORTS AND RECOMMENDATIONS #22-08-08

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

A. APPROVE FINANCIAL REPORTS

The Treasurer/CFO recommends approval of the financial reports, including investments for July 2021, 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
07/01/21	06/04/21	93526	65855	COPIER LEASE	WELLS FARGO FINANCIAL LEASING	\$ 71,340.00
07/01/21	06/30/21	93769	65842	CAMERAS FOR 5 BUSES WITH INSTALL	PRO-VISION	\$ 6,560.43
07/01/21	06/01/21	93768	65852	ROUTING SOFTWARE	TYLER TECHNOLOGIES	\$ 3,439.80
07/07/21	07/01/21	93788	65890	MAP GROWTH K-12 AND SCIENCE	NWEA	\$ 19,575.00
07/27/21	07/01/21	93852	65889	PERFORMANCE MATTERS	CONNECT	\$ 6,756.00

C. APPROVE PRINCIPAL BUDGETS

The Treasurer/CFO recommends approving the following principal funds:

PRINCIPAL FUNDS

Camp NuHop
District Support Fund
KEEP
KES Principal Fund
KES Principal Pop Fund
KMS Principal Fund
KMS Principal Pop Fund
KHS Principal Fund
KHS Principal Pop Fund
Washington DC

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D. FY2022 ACTIVITY BUDGETS

The Treasurer/CFO recommends the adoption of the following Student Activity Budgets:

KHS

Class of 2022 – Senior
Class of 2023 – Junior
Class of 2024 – Sophomore
Class of 2025 – Freshmen
Academic Challenge
Comic Book Club
Dance Team Club
Drama Club
Environmental Club
FCCLA
National Honor Society
School Store
Spanish Club
Student Council
Yearbook
Youth 4 Youth

KMS

Yearbook
STEM

KES

Student Council

E. APPROVE K-12 BUSINESS CONSULTING, INC. AGREEMENT

The Treasurer/CFO recommends approval of the K-12 Business Consulting, Inc. Ohio Five Year Forecasting Program Customer Agreement as presented.

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

APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #22-08-09

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

1. ACCEPT RESIGNATIONS

The Superintendent recommends accepting the resignation of the following individuals:

- a. Leann Cromer - KMS Head Cook - effective end of day on 8/17/2021
- b. Tonya May – KES Special Needs Paraprofessional – effective end of day on 8/23/2021
- c. Robin Newhart – Murray Ridge Special Needs Paraprofessional – effective end of day on 8/10/2021
- d. Frances Walker – KMS Lunch Monitor – effective end of day on 8/6/2021

2. RESCIND EMPLOYMENT 2021-2022 CERTIFICATED/LICENSED STAFF

The Superintendent recommends rescinding employment of the following individual on a limited one (1) year contract commencing with the 2021-2022 school year, subject to completion of all state and local requirements, compensation as per appropriate salary schedule (ORC 3319.11):

- a. Courtney Smith – KES Fifth Grade Teacher – Step 0 BA - \$37,619.00

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3. EMPLOY 2021-2022 CERTIFICATED/LICENSED STAFF

The Superintendent recommends employment of the following individual on a limited one (1) year contract commencing with the 2021-2022 school year, subject to completion of all state and local requirements, compensation as per appropriate salary schedule (ORC 3319.11):

- a. Courtney Smith – KES Fifth Grade Teacher – Step 1 BA - \$39,274.00

4. RESCIND TRANSFER

The Superintendent recommends rescinding the transfer for the following individual:

- a. Frances Walker from KMS Lunch Monitor to KLSD Bus Driver

5. APPROVE TRANSFERS

The Superintendent recommends transferring the following individuals for the 2021-2022 School Year:

- a. Sherri Yucka from KMS Cashier/Cafeteria Worker 3.5 hours a day to KMS Head Cook 6.75 hours a day
- b. Darlene Kalman from KES Special Needs Paraprofessional 6.25 hours a day to KHS Special Needs Paraprofessional 6.75 hours a day

6. EMPLOY 2021-2022 CLASSIFIED STAFF

The Superintendent recommends hiring the following classified individuals for the position and hourly rate as noted, on an eighteen-month probationary contract, pending all record checks and completion of state and local requirements for the 2021-2022 school year:

- a. Elaine Lang – Bus Monitor – Step 2 - \$12.41/hr. – effective 8/16/2021
- b. Frances Walker – Bus Driver – Step 2 - \$16.16 – effective 8/7/2021

7. RESCIND 2021-2022 EXTRA DUTY PERSONNEL

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

- a. Jeffrey Ruebensaal – Assistant Varsity Football – Step 5 - \$4,890.47

8. 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. Terrence Shackelford – Head Eighth Football – Step 5 - \$3,197.61
- b. Thomas Habenicht – Head Varsity Cross Country – Step 7 - \$4,702.37
- c. Brittany Chudakoff - Middle School Cheerleader Advisor - Step 5 - \$2,257.14
- d. Jeffrey Ruebensaal – Assistant Varsity Football – Step 7 - \$5,642.85
- e. Kristin Burden – Ticker Taker - \$20.00 per game
- f. Suzanne Atkinson – Senior Class Advisor (50%) – Step 1 - \$940.47
- g. Alyssa Schwedt – Senior Class Advisor (50%) – Step 3 - \$1,034.52
- h. Catherine Stratton – Junior Class Advisor – Step 7 - \$2,633.33
- i. Shannon Heffernan – Sophomore Class Advisor – Step 7 - \$1,579.99
- j. Noelle Lewis – Freshman Class Advisor – Step 1 - \$1,128.57

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9. APPROVE SUBSTITUTE TEACHERS 2021-2022

The Superintendent recommends to approve the certified substitute teachers for the 2021-2022 school year from the approved list provided by the Lorain County Educational Service Center, on an as needed basis with compensation at \$90.00 per day (\$45.00 per half day).

10. EMPLOY PERMANENT SUBSTITUTE TEACHERS

The Superintendent recommends employing permanent substitute teachers during the 2021-2022 school year at a rate of \$120.00 per day (\$60.00 per half day), pending all record checks and completion of state and local requirements. No other salaries or benefits will apply:

- a. Michelle Fedor
- b. Michele Griffin
- c. Stephanie Kish
- d. James Kistler
- e. Jocelyn Smith
- f. Zachary Srnis
- g. Ashley Young

11. EMPLOY 2021-2022 CERTIFICATED TUTORS

The Superintendent recommends employment of the following individuals on a limited one (1) year contract commencing with the 2021-2022 school year, subject to completion of all state and local requirements, at tutor rate (\$28.00/per hour), per time sheet for 5.25 hours per day, not to exceed 150 days:

- a. Justin Chaffins
- b. Julie Dieterich
- c. Amy McCay
- d. Allison McGreer
- e. Rachel Norris
- f. Catherine Toal

12. 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, up to 5.5 additional hours.

13. 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:

- a. Elaine Lang
 - Bus Driver - \$14.63/hr.
 - Cafeteria - \$11.78/hr.
 - Cleaning - \$10.73/hr.
 - Monitor - \$11.16/hr.
- b. Dean Poling
 - Bus Mechanic - \$15.80/hr.
 - Custodian/Maintenance - \$14.63/hr.
- c. Frances Walker
 - Monitor - \$11.16/hr.

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14. EMPLOY BLT PERSONNEL

The Superintendent recommends employing the following individuals as members of the Keystone Building Leadership Team (BLT) on an as needed basis, per time sheet, at tutor rate (currently \$28.00 per hour), for the 2021-2022 school year effective August 18, 2021 through May 27, 2022, to be paid from Title IIA:

<u>KES BLT</u>	<u>KMS BLT</u>	<u>KHS BLT</u>
Taylor Brouse	Jamie Cendrosky	Suzanne Atkinson
Kaitlin Bulger	Alexis Kaczay	Andrea Catanzarito
Jessica Fisher	Donna Knight	Donald Griswold
Jill Hetsler	Leanne Manning	Kara Griswold
Amy Hoopingarner	Lindsay Puz	Michael Hogue
Allison Johnson	Mark Sobel	David Jones Jr.
Heather McCourt		Alyssa Schwedt
Allison Smith		Leah Tesny
Brittany Shaw		

15. EMPLOY 2021-2022 LPDC PERSONNEL

The Superintendent recommends employing the following individuals as members of the Keystone Local Professional Development Committee (LPDC) on an as needed basis, per time sheet, at tutor rate (currently \$28.00 per hour) for the 2021-2022 school year:

- a. Jacob Alferio
- b. Amanda Goran
- c. Donna Knight
- d. Rebecca Reed
- e. Angela Siwik
- f. Kevin Wacker

16. APPROVE RESPONSE TO INTERVENTION PERSONNEL

The Superintendent recommends approval for the following individuals as members of the Response to Intervention Team on an as needed basis, per time sheet, at tutor rate (currently \$28.00 per hour) effective August 24, 2021 through May 27, 2022, to be paid from Title IV Funds:

- a. Elizabeth Branco
- b. Taylor Brouse
- c. Kaitlin Bulger
- d. Brittany Chudakoff
- e. Stefanie Kurowski
- f. Kristen Lazard
- g. Kelsey Matyi
- h. Victoria Smith

17. EMPLOY DLT PERSONNEL

The Superintendent recommends employing the following individuals as members of the District Leadership Team (DLT) on an as needed basis, per time sheet, at tutor rate (\$28.00 per hour) for the 2021-2022 school year to be paid from Title IIA:

- a. Jacob Alferio
- b. Kristen Campbell
- c. Andrea Catanzarito
- d. Kevin Fox
- e. Gina Gibson
- f. Donna Knight
- g. James Kohler
- h. Brittany Meczka
- i. Staci Rapson
- j. Mary Szczepanik

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- k. Julie Sigmund
- l. Angela Siwik
- m. Victoria Smith
- n. Leah Tesny
- o. Courtney Trakas

18. APPROVE PROJECT LEAD THE WAY PLANNING DAY

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 the Environment planning day on August 9, 2021 to be paid from Title IV Funds:

- a. Anita Cornish

19. EMPLOY KES PBIS TEAM

The Superintendent recommends employing the following individuals as members of the KES PBIS Team on an as needed basis, per time sheet, at tutor rate (\$28.00 per hour) for the 2021-2022 school year to be paid from Title IV Funds:

- a. Taylor Brouse
- b. Kaitlin Bulger
- c. Nicole Cassell
- d. Laura Devore
- e. Kathleen Dick
- f. Kristen Lazard
- g. Elizabeth Slone
- h. Allison Smith
- i. Anna Turner

20. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Superintendent recommends approval of a stipend of \$100.00 per day for the following staff members for participation in the Convocation Meeting for CCP Teachers August 11, 2021 to be paid from Expanding Opportunities Grant Fund:

- a. Andrea Catanzarito
- b. Adam Crabtree
- c. Jennifer Fehlan-Jones
- d. Donald Griswold
- e. Thomas Habenicht
- f. David Jones Jr.
- g. Noelle Lewis

21. 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 August 10, 2021 to be paid from Title IIA:

- a. Anita Cornish
- b. Kristin Zatik

22. APPROVE CURRICULUM PLANNING DAY

The Superintendent recommends approval of a stipend of \$100.00 per day for the following staff members for participation in a curriculum planning day on How to Incorporate Science of Reading Strategies into Curriculum on August 10, 2021 to be paid from ESSER II Professional Development Funds:

- a. Amy Hoopingarner
- b. Courtney Trakas

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23. APPROVE CURRICULUM PLANNING DAY

The Superintendent recommends approval of a stipend of \$100.00 per day, not to exceed 5 days, for the following staff members for participation in transforming KMS Library to STEM/Makerspace to be paid from the Expanding Opportunities Grant:

- a. Jacquelynn Daymut
- b. Lynn Gagnon

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

**APPROVE OTHER BUSINESS AND SUPERINTENDENT'S
RECOMMENDATIONS #22-08-10**

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

A. ACCEPT DONATION

The Superintendent recommends accepting the following donation:

1. Michael Resar, Sr. – 3 tablecloths with the Keystone PowerCat Logo on them to Keystone Local School District to use for Board Meetings.

B. APPROVE 2021-2022 BUS ROUTES

The Superintendent recommends approving the 2021-2022 bus routes as presented. Routes are subject to change at the discretion of the Transportation Supervisor.

C. APPROVE 2021-2022 STUDENT-ATHLETE CODE OF CONDUCT AND GUIDELINES

The Superintendent recommends approving the Student-Athlete Code of Conduct and Guidelines as presented.

D. APPROVE KHS SOFTBALL OUT OF STATE FIELD TRIP

The Superintendent recommends approving an out of state field trip for the Keystone High School softball team to South Carolina on March 19, 2022 through March 27, 2022 as presented. The students will be supervised by board approved coaches and volunteers, and the trip will incur no cost to the district.

E. APPROVE SPECIAL EDUCATION CONTRACT

The Superintendent recommends approving the following special education services contract for the 2021-2022 school year as presented:

1. E.J.Q. Home Health Care, Inc.

F. 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, 2021 through June 30, 2022.

G. BUDGET RECOMMENDATIONS

1. APPROVE 2021-2022 LUNCH PRICES

The Superintendent recommends approving the following lunch and breakfast prices effective for the 2021-2022 school year.

	<u>Regular Lunch</u>	<u>Milk</u>
Keystone HS	\$2.90/lunch	\$.50
Keystone MS	\$2.90/lunch	\$.50
Keystone ES	\$2.70/lunch	\$.50
Adult	\$3.60/lunch	\$.50
	<u>Breakfast</u>	\$1.60/breakfast

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

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APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #22-08-11

H. ADOPT RESOLUTION TO APPROVE BACK TO SCHOOL PLAN FOR MASKING INDOORS

Moved by O'Boyle, second by Stang to approve the below resolution:

WHEREAS, the Keystone Local School District Board of Education desires that students have learning opportunities in a reasonably safe environment;

WHEREAS, the COVID-19 pandemic is still an ongoing concerning in the United States and the State of Ohio, with new variants of the disease developing;

WHEREAS, the District has reviewed guidance from the Centers for Disease Control and Prevention (the "CDC"), the Ohio Department of Health (the "ODH"), and Lorain County Public Health ("LCPH") regarding the safety of its students, teachers, and staff members;

WHEREAS, CDC issues guidance for school administrators updated as recently as August 5, 2021 that outlines strategies for K-12 schools to reduce the spread of COVID-19 and to maintain safe school operations;

WHEREAS, the CDC recommends indoor masking for all people age 2 years and older regardless of vaccination status, including students, teachers, staff, and visitors;

WHEREAS, the ODH issued guidance for K-12 Schools revised as recently as July 26, 2021 that strongly recommends all unvaccinated persons wear masks at school;

WHEREAS, LCPH issued guidance as recently as August 9, 2021 encouraging mask wearing for unvaccinated persons while in public indoor areas; and

WHEREAS, based upon this guidance the Board desires to strongly recommend masking indoors for all unvaccinated people age 2 years and older.

NOW THEREFORE BE IT, AND IT IS, HEREBY RESOLVED by the Keystone Local School District Board of Education that:

1. The Board strongly recommends that all unvaccinated people age 2 years and older, including students, teachers, staff, and visitors properly wear a facemask while in District buildings and facilities.

2. This recommendation is subject to amendment based upon changes in the COVID-19 pandemic and updates to the guidance from state and federal health officials.

3. Mask wearing on school buses and vans will be governed by a separate resolution.

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

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APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #22-08-12

I. ADOPT RESOLUTION TO APPROVE BACK TO SCHOOL PLAN FOR MASKING ON SCHOOL BUSES AND VANS

Moved by O'Boyle, second by Walter to approve the below resolution:

WHEREAS, the Keystone Local School District Board of Education desires that students be transported to and from school in a reasonably safe environment;

WHEREAS, the COVID-19 pandemic is still an ongoing concerning in the United States and the State of Ohio, with new variants of the disease developing;

WHEREAS, the District has received guidance from the Centers for Disease Control and Prevention (the "CDC") regarding the safety of its students, teachers, and staff members, including the January 29, 2021 Order "Requirement for Persons To Wear Masks While on Conveyances and at Transportation Hubs" (the "Order");

WHEREAS, the Order requires the mandatory wearing of masks by people on public transportation conveyances—including school buses—to prevent the spread of the virus that causes COVID-19 (the "Order");

WHEREAS, the Order became effective on February 1, 2021, at 11:59 p.m. and remains in effect to this day;

WHEREAS, CDC issues guidance for school administrators updated as recently as August 5, 2021 that outlines strategies for K-12 schools to reduce the spread of COVID-19 and to maintain safe school operations (the "Guidance");

WHEREAS, the Guidance, citing to the Order, states, "passengers and drivers must wear a mask on school buses, including on buses operated by public and private school systems, regardless of vaccination status, subject to the exclusions and exemptions in CDC's Order"; and

WHEREAS, the Keystone Local School District Board of Education is subject to the federal Order and Guidance, and desires to comply with the same.

NOW THEREFORE BE IT, AND IT IS, HEREBY RESOLVED by the Keystone Local School District Board of Education that:

1. The Board requires all passengers and drivers of District buses and vans, regardless of vaccination status, to properly wear a facemask at all times while on the vehicle, subject to the exclusions and exemptions in the CDC's Order.

2. This requirement is subject to amendment based upon changes in the COVID-19 pandemic and updates to the orders and guidance from state and federal health officials.

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

FUTURE BOARD MEETINGS @ 6 P.M.

1. Monday, September 20, 2021 - Regular Meeting – KHS Conference Room
2. Monday, October 18, 2021 - Regular Meeting – KHS Conference Room
3. Monday, November 15, 2021 - Regular Meeting – KHS Conference Room

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ADMINISTRATIVE REPORTS

James Kohler – Ready to begin the new year and excited to see new faces and enrollment.

Albert Trego – Everything is going well and on schedule.

Gina Gibson – Wanted to thank the board for the opportunity to work and serve the students of Keystone.

Therese Jackson – Thankful to get back to normal routes and begin picking up the students within the 1-mile route again.

SUPERINTENDENT COMMITTEE REPORTS – NONE

COMMENTS/CONCERNS

Superintendent:

Daniel White – Thanks to the community for coming out and voicing their opinions and continuing to be a partnership in the educational process.

ADJOURNMENT #22-08-13

Moved by Stang, second by Walter to adjourn the regular meeting at 7:10 p.m.

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

Motion carried.

Patricia Wakefield, President

Adam Hines, Treasurer/CFO