

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 18, 2022

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.

Devin Stang called the meeting to order at 6:00 p.m.

Board Members in Attendance:

Jennifer Maiden, Carrie O'Boyle, Devin Stang, Kimberly Sturgill, Patricia Wakefield

Public Persons in Attendance:

Daniel White, Adam Hines, Kristen Campbell, Albert Trego, Tess Gallagher

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

APPROVAL OF AGENDA #23-07-05

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

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

Motion carried.

APPROVAL OF PRIOR MEETING MINUTES #23-07-06

Moved by O'Boyle, second by Sturgill to dispense with the reading of the minutes of the Regular Meeting on Monday, June 29, 2022. The minutes were distributed as required by law and shall be approved with corrections and to dispense with the reading of the minutes of the Special Meeting on Thursday, July 7, 2022. The minutes were distributed as required by law and, shall be approved as presented.

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

Motion carried.

AUDIENCE PARTICIPATION

RECOGNITION AND HEARING OF VISITORS: NONE

INPUT FROM STAFF: NONE

APPROVE TREASURER/CFO FINANCIAL REPORTS AND RECOMMENDATIONS #23-07-07

Moved by Wakefield, 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 2022, as presented.

B. APPROVE 2022-2023 STUDENT ACCIDENT INSURANCE

The Treasurer/CFO recommends awarding the student accident insurance for the 2022-2023 school year to Guarantee Trust Life Insurance Company with local agent, Love Insurance Agency.

C. 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: Wakefield, O'Boyle, Maiden, Sturgill, Stang

Motion carried.

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APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #23-07-08

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

A. EMPLOYMENT OF PERSONNEL

1. ACCEPT RESIGNATION

The Superintendent recommends accepting the resignation of the following individual:

- a. Kara Griswold – KHS Intervention Specialist – effective 7/31/2022

2. ACCEPT CLASSIFIED RESIGNATION

The Superintendent recommends accepting the following resignation for the purpose of retirement.

- a. Denise Dillman – KMS Secretary – effective 9/30/2022

3. AMEND ADMINISTRATIVE CONTRACT

The Superintendent recommends amending the administrative contract of John Brown II as KHS Assistant Principal on a two (2) year contract at an annual salary of \$87,000.00 - Step 0. Contract is for 210 days per year, effective August 1, 2022.

4. AMEND ADMINISTRATIVE CONTRACT

The Superintendent recommends amending the following administrative contract as indicated, effective August 1, 2022.

- a. Kristen Campbell – Director of Pupil Services – from 230 Days to 260 Days, Three (3) years – Step 2

5. EMPLOY 2022-2023 CERTIFICATED/LICENSED STAFF

The Superintendent recommends employment of the following individual on a limited one (1) year contract commencing with the 2022-2023 school year, subject to completion of all state and local requirements, compensation as per appropriate salary schedule (ORC 3319.11):

- a. Tess Gallagher – KMS Intervention Specialist – Step 0 MA – \$ - TBD

6. APPROVE 2022-2023 EXTENDED TIME CONTRACTS

The Superintendent recommends approving the following individuals for extended time contracts for the days indicated at the employee's per diem basis for the 2022-2023 school year with documentation of days worked:

- a. Suzanne Atkinson – KHS Guidance Counselor – 14 days
- b. Patrick Gallion – KHS Guidance Counselor – 14 days
- c. Ian Gaul - KMS Guidance Counselor – 10 days
- d. Cathleen Walker Babinec – District Psychologist – 10 days

7. SALARY RECLASSIFICATION – CERTIFIED

The Superintendent recommends the following change in salary schedule placement for the 2022-2023 school year due to continuing education.

- a. Taylor Brouse from BA to BA+15 – Step 5

8. APPROVE PROFESSIONAL DEVELOPMENT STIPEND

The Superintendent recommends approval of a stipend of \$100.00 per day for the following staff member for participation in Curriculum Mapping and Planning, for Literacy Intervention, up to 2 full days, July 11, 2022, and July 26, 2022 to be paid from Title II A Funds:

- a. Kaitlin Bulger

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9. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Superintendent recommends approval of a stipend of \$100.00 per day for the following staff members for participation in Phonics Program Development and Training, up to 1 full day, August 1, 2022 to be paid from Title II A Funds:

- a. Kathleen Dick
- b. Jill Hetsler
- c. Andrew Hoch
- d. Kelly Marxen
- e. Rebecca Reed
- f. Lindsay Thut

10. EMPLOY ESY SERVICES INSTRUCTOR

The Superintendent recommends employing the following individual as an ESY Services Instructor between the period of Wednesday, June 1, 2022 thru Friday, August 19, 2022, at tutor rate (currently \$28.00 per hour), per time sheet:

- a. Chelsey Mirto – an additional 4.5 hours

11. 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. Scot Pataky – Head Seventh Football – Step 6 - \$ - TBD
- b. Timothy Giesel – Head Girls' Soccer – Step 7 – \$ - TBD

12. EMPLOY CLASSIFIED SUBSTITUTE

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.

Bus Driver \$15.33/hr.

- a. James Costa
- b. Thomas Thiffault
- c. Rikki Yingling

Cafeteria \$12.17/hr.

- a. Michelle Andujar

Custodial/Maintenance \$15.08/hr.

- a. James Costa

Monitor \$11.54/hr.

- a. Michelle Andujar

Paraprofessional – Library \$11.77/hr.

- a. Michelle Andujar

Building Secretary \$13.61/hr.

- a. Michelle Andujar
- b. Brenda Hammond

Superintendent's Secretary \$20.26/hr.

- a. Michelle Andujar

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Technology Assistant \$12.99/hr.

- a. Michelle Andujar

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

APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #23-07-09

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

A. APPOINT DELEGATE TO CAPITAL CONFERENCE

It is recommended that _____ be appointed as delegate and _____ be appointed as the alternate to the 2022 OSBA Capital Conference annual business meeting to be held on Sunday, November 13, 2022 through Tuesday, November 15, 2022.

B. APPROVE 2022-2023 STUDENT HANDBOOKS

The Superintendent recommends approving the Keystone High School, Keystone Middle School, and Keystone Elementary School student handbooks as presented.

Daniel White – In the KMS Student Handbook there were some questions about dress code #6 regarding what the policy is.

Kimberly Sturgill – Since section 6 is struck out of the handbook, does that mean it's no longer permissible?

Patricia Wakefield – The Elementary Handbook states that students can't attend a field trip unless all of the student fees are paid. I don't think this is something that should be placed on the child which will be collected at a later point.

Moved Sturgill, second by O'Boyle to table Item B.
Ayes: Sturgill, O'Boyle, Maiden, Wakefield, Stang

C. APPROVE SERVICE AGREEMENT WITH GARDINER

The Treasure/CFO recommends approving a Service Agreement between Gardiner and Keystone Local Schools as presented.

D. APPROVE WORKSITE AGREEMENT – AGENCY AGREEMENT WITH LORAIN COUNTY WORKFORCE DEVELOPMENT AGENCY

The Superintendent recommends approving the Worksite Agreement between Lorain County Workforce Development Agency and Keystone Local Schools as presented.

E. APPROVE 2022-2023 BUS ROUTES

The Superintendent recommends approving the 2022-2023 bus routes as presented. Routes are subject to change at the discretion of the Transportation Supervisor.

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

A. Future BOE Meetings @ 6 P.M.

1. Monday, August 15, 2022 – Regular Meeting – KHS Conference Room
2. Monday, September 19, 2022 - Regular Meeting – KHS Conference Room
3. Monday, October 17, 2022 – Regular Meeting – KHS Conference Room

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ADMINISTRATIVE REPORTS - NONE

SUPERINTENDENT COMMITTEE REPORTS

Student Achievement Liaison

Devin Stang - Would like to see a revisit of career day to help ensure that we are offering the most opportunities for our students.

Jennifer Maiden - Inquired about the district's involvement with LCCC.

Kimberly Sturgill - Would like to see the JVS promoted as a positive place to attend but still feel involved at KHS as a Wildcat. The JVS shouldn't be viewed as a disconnected program or certification offerings. We need to find a way to keep all of the Keystone students included while providing a great opportunity.

Jennifer Maiden - Emailed the KHS counselor each week to help ensure that her son didn't miss out on announcements or opportunities that are not communicated to JVS students.

Patricia Wakefield - Mentioned that the programs at the JVS are becoming more intricate and doesn't necessarily mean it's a last resort.

Devin Stang seconded this.

COMMENTS/CONCERNS

Public:

Kristen Campbell - Introduced Tess Gallagher and welcomed her to the district and the Special Education Department.

Board Members:

All Board Members welcomed Tess Gallagher to Keystone.

Carrie O'Boyle - Wanted to follow up with the conversation on the food service recommendations from the previous meetings. Wanted to hear the other member's opinions.

Kimberly Sturgill - Liked the expectations for the following year.

Jennifer Maiden - Are we including Jody White in this process of our expectations? Daniel White and Carrie O'Boyle spoke and stated that she would be involved in the process. Patricia Wakefield suggested that we have a work session that included Jody White in clear directives for the upcoming year. Overall, the Board is okay with the recommendations and to work with Jody White on finalizing the objectives.

Public:

Kristen Campbell - Spoke up and clarified some of the food alternatives that are available and reimbursable based on a doctor's note i.e. lactose intolerance.

EXECUTIVE SESSION #23-07-10

Moved by Sturgill, second by O'Boyle 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);

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5. preparing for, conducting or reviewing negotiations with public employees concerning their compensation or other terms and conditions of their employment;

With no action to follow.

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

Executive Session 6:50 p.m. Return to Open Session 7:37 p.m.

ADJOURNMENT #23-07-11

Moved by O'Boyle, second by Sturgill to adjourn the regular meeting at 7:38 p.m.

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

Devin Stang, President

Adam Hines, Treasurer/CFO