

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD AUGUST 15, 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, Amanda Goran, Kristen Campbell, Albert Trego, Deborah Melda, Tammy Figula, Olivia Lamb, Ava Alicea

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

APPROVAL OF AGENDA #23-08-01

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

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

Motion carried.

APPROVAL OF PRIOR MEETING MINUTES #23-08-02

Moved by O'Boyle, second by Sturgill to dispense with the reading of the minutes of the Regular Meeting on Monday, July 18, 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

CURRICULUM CORNER

Amanda Goran, Director of Curriculum and Instruction

- 2021-2022 Results and 2022-2023 Plans

SPED SPOTLIGHT

Kristen Campbell, Director of Pupil Services

- 504 Plans

APPROVE TREASURER/CFO FINANCIAL REPORTS AND RECOMMENDATIONS #23-08-03

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

A. APPROVE FINANCIAL REPORTS

The Treasurer/CFO recommends approval of the financial reports, including investments for July 2022, as presented.

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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
07/05/22	06/24/22	94968	67448	KMS & KHS PORTION OF NAVIANCE	POWERSCHOOL HOLDINGS LLC	\$ 8,714.25

C. APPROVE PRINCIPAL BUDGETS

The Treasurer/CFO recommends approving the following principal funds.

PRINCIPAL FUNDS

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

D. FY2023 ACTIVITY BUDGETS

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

KHS

Academic Challenge	Environmental Club
BBQ Club	FCCLA
Class of 2023 – Senior	National Honor Society
Class of 2024 - Junior	School Store
Class of 2025 - Sophomore	Spanish Club
Class of 2026 – Freshman	Student Council
Comic Book Club	Yearbook
Dance Team Club	
Drama Club	

KMS

School Store
STEM Club
Student Council

KES

Student Council

E. FISCAL YEAR 2023 TRANSFERS

The Treasurer/CFO recommends the following Transfers:

From:	To:	Amount:
Class of 2022 Fund (200-9422)	KHS Principal Fund (018-9004)	\$2,128.54

F. ADOPT FISCAL YEAR 2023 PERMANENT APPROPRIATIONS

The Treasurer/CFO recommends adoption of the Fiscal Year 2023 Permanent Appropriations as shown in (Attachment A)

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

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APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #23-08-04

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

A. EMPLOYMENT OF PERSONNEL

1. ACCEPT RESIGNATIONS

The Superintendent recommends accepting the resignation of the following individuals:

- a. Justin Chaffins – Freshman Baseball Coach – effective end of day 7/27/2022
- b. Douglas Cooper – Head Varsity Softball Coach – effective end of day 8/2/2022
- c. Abigail Ratcliff – KES Teacher – effective end of day 8/14/2022
- d. Jessica Misconish – KES Special Needs Paraprofessional – effective end of day 8/10/2022

2. AMEND 2022-2023 CERTIFICATED/LICENSED STAFF

The Superintendent recommends amending 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. John Davis Jr. - KHS/KMS Band Teacher – From Step 1 BA to Step 0 BA - \$ TBD

3. APPROVE CERTIFIED SUBSTITUTE TEACHERS 2022-2023

The Superintendent recommends to approve the certified substitute teachers for the 2022-2023 school year from the approved list provided by the Lorain County Educational Service Center, on an as needed basis with compensation at \$120.00 per day (\$60.00 per half day).

4. 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. Theresa Seman – KES Cashier/Cafeteria Worker – effective 8/16/2022
- b. Theresa Davis – KHS Cafeteria Worker – effective 9/1/2022

5. EMPLOY 2022-2023 CLASSIFIED STAFF

The Superintendent recommends hiring the following classified individual 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 2022-2023 school year:

- a. Kyle Bruzek – KES Cleaner – Step 3 - \$12.75/hr. – effective 8/2/2022

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6. 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:

Bus Driver - \$15.33/hr.

- a. Daryl Buckland
- b. Julie Fortune
- c. Ann Green
- d. Elaine Lang
- e. Amy McCown
- f. Laura Wickes

Cleaning - \$11.10/hr.

- a. Brian Chutes
- b. LouAnn Fox

Cafeteria - \$12.17/hr.

- a. Darcy Chatham
- b. LouAnn Fox
- c. Stacey Seman

Monitor - \$11.54/hr.

- a. LouAnn Fox
- b. Stacey Seman
- c. Frances Walker

Paraprofessional – Library - \$11.77/hr.

- a. LouAnn Fox

Paraprofessional – Special Needs - \$11.54/hr.

- a. LouAnn Fox

Building Secretary - \$13.61/hr.

- a. Darcy Chatham
- b. Julie Fortune
- c. LouAnn Fox

Superintendent's Secretary - \$20.26/hr.

- a. Julie Fortune
- b. LouAnn Fox

Technology Assistant - \$12.99/hr.

- a. LouAnn Fox

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7. EMPLOY 2022-2023 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 2022-2023 school year:

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

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. Chad Elliott – Assistant Varsity Football – Step 4 – TBD
- b. Katy Tansey – Assistant Cross Country (50%) – Step 1 - \$ - TBD
- c. Courtney Trakas – Assistant Athletic Director – Step 6 - \$ - TBD
- d. Donna Knight – Gifted Coordinator – Step 7 - \$ - TBD
- e. Paula Perhot – District Communications – Step 7 – TBD
- f. Paula Perhot – Website Maintenance – Step 7 - TBD
- g. Alyssa Alderman - Junior Varsity Cheerleader Advisor – Fall – Step 1 – \$ - TBD
- h. Thomas Habenicht – Head Varsity Cross Country – Step 7 - \$ - TBD
- i. Heather Zehel – Head Seventh Volleyball – Step 7 - \$ - TBD
- j. Isabel Knowlton – Flag Corps Advisor – Step 1 - \$ - TBD

9. 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. Jeffery Marsh – Girls' Soccer

10. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Superintendent recommends approval of a stipend of \$100.00 per day for the following staff members for participation in High School Social Studies Curriculum Mapping, up to 1 full day, August 9, 2022, to be paid from Title IIA Funds:

- a. Donald Griswold
- b. Scott Schuster
- c. Christopher Vondruska
- d. Ashley Young

11. APPROVE COLLABORATIVE PLANNING DAY

The Superintendent recommends approval of a stipend of \$100.00 per day for the following staff members for the purposes of collaborative planning not to exceed 1 day, to be used by August 22, 2022, to be paid from Title IIA Funds:

- a. Tess Gallagher
- b. Heather Lahoski

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12. APPROVE COLLABORATIVE PLANNING DAY

The Superintendent recommends approval of a stipend of \$100.00 per day for the following staff members for the purposes of collaborative planning not to exceed 1 day, to be used by August 22, 2022, to be paid from Title IIA Funds:

- a. Amanda Crisler
- b. Amanda Glover
- c. Courtney Trakas

13. 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, 2022 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

14. 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 2, 2022 to be paid from ESSER II Professional Development Fund:

- a. Amy Hoopingarner
- b. Amanda Glover

15. APPROVE CO-PLANNING – CO-TEACHING TRAINING

The Superintendent recommends approval of a stipend of \$100.00 per day for the following staff members participating in Co-Planning – Co-Teaching Training on August 2, 2022 to be paid from ESSER II Professional Development Fund:

- a. Amanda Crisler
- b. Amanda Glover

16. APPROVE TRANSFERS

The Superintendent recommends transferring the following individuals for the 2022-2023 School Year:

- a. Carolyn Abt from KES Special Needs Paraprofessional 5.5 hours a day to KMS Special Needs Paraprofessional 6.75 hours a day
- b. Korin Adkins from Murray Ridge Special Needs Paraprofessional 6.25 hours a day to KHS Special Needs Paraprofessional 6.75 hours a day
- c. April Asbury from Head Key Care Monitor 5.5 hours a day to Head Key Care Monitor 6.0 hours a day

17. SALARY RECLASSIFICATION – CERTIFIED

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

- a. Christopher Vondruska from MA to MA+15 – Step 11

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18. APPROVE KES BLT MEETINGS

The Superintendent recommends approval of a stipend of \$100.00 per day for the following staff members participating in KES BLT initial start of school meetings on August 10, 11, 12, 2022 to be paid from Title IIA Funds:

- a. Taylor Brouse
- b. Kaitlin Bulger
- c. Jill Hetsler
- d. Amy Hoopingarner
- e. Allison Johnson
- f. Kristen Lazard
- g. Heather McCourt
- h. Anne Paulchell
- i. Brittany Shaw
- j. Allison Smith

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

**APPROVE OTHER BUSINESS AND SUPERINTENDENT'S
RECOMMENDATIONS #23-08-05**

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

A. APPOINT DELEGATE TO CAPITAL CONFERENCE

It is recommended that Carrie O'Boyle be appointed as delegate and Kimberly Sturgill 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 KEYSTONE LOCAL EDUCATION ASSOCIATION MOU

The Superintendent recommends approving the MOU as presented concerning the Collective Bargaining Agreement between Keystone Local Education Association and Keystone Local School District.

C. ACCEPT DONATION

The Superintendent recommends accepting the following donation:

1. SpaceBound – 272 cases of 5 7/8" x 4" lined sticky notepads, estimated value of \$2,717.00 to Keystone Local School District

**D. APPROVE THE TEACHER RETENTION GRANT AGREEMENT WITH
EDUCATIONAL SERVICE CENTER OF LORAIN COUNTY**

The Superintendent recommends approving the Teacher Retention Agreement with the Educational Service Center of Lorain County as presented.

**E. APPROVE 2022-2023 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 2022-2023 school year as presented.

F. APPROVE SPECIAL EDUCATION CONTRACT

The Superintendent recommends approving the following special education services contract for the 2022-2023 school year as presented:

1. Interagency Agreement with Early Head Start & Head Start, Lorain County Board of Developmental Disabilities, Lorain County Local Education Agencies, and Early Intervention Services of Lorain County

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G. APPROVE 2022-2023 STUDENT HANDBOOKS

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

H. APPROVE 2022-2023 STUDENT-ATHLETE CODE OF CONDUCT AND GUIDELINES

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

I. APPROVE AGREEMENT WITH REFRESHED TECH

The Superintendent recommends approving the agreement with Refreshed Tech to purchase old electronic equipment from Keystone Local School District as presented.

J. BUDGET RECOMMENDATIONS

1. APPROVE 2022-2023 LUNCH PRICES

The Superintendent recommends approving the following lunch and breakfast prices effective for the 2022-2023 school year.

	<u>Regular Lunch</u>	<u>Milk</u>
Keystone HS	\$3.10/lunch	\$.50
Keystone MS	\$3.10/lunch	\$.50
Keystone ES	\$2.90/lunch	\$.50
Adult	\$4.75/lunch	\$.50
	<u>Breakfast – Students</u>	\$1.75/breakfast
	<u>Breakfast – Adults</u>	\$1.90/breakfast

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

Future BOE Meetings @ 6 P.M.

1. Monday, September 19, 2022 - Regular Meeting – KHS Conference Room
2. Monday, October 17, 2022 – Regular Meeting – KHS Conference Room
3. Monday, November 21, 2022 - Regular Meeting – KHS Conference Room

ADMINISTRATIVE REPORTS

Albert Trego – The High School parking lot is completed. It’s been difficult to get vendors out to complete the work. We will be completing a wooden retention wall at the Elementary School.

SUPERINTENDENT COMMITTEE REPORTS

JVS:

Deborah Melda - Spoke about food allergies and the Allison Rose Foundation and their free EpiPen training. Northeast OSBA Chapter’s 70th Anniversary is October 5th at The Galaxy in Wadsworth. Opening day at the JVS is on the 27th.

COMMENTS/CONCERNS

Board Members:

Devin Stang- Thank you and best of luck for the beginning of the school year.

Kristen Campbell - Thanks to the Board for the encouragement of the administrative retreat last week as it was a great professional development and team building period.

Kimberly Sturgill - Thank you to Mrs. Goran for the summer book study as I followed along with the comments and notes.

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Superintendent:

Daniel White - We are waiting for KLEA to vote on the KLEA CBA and will need to have a Special Meeting to go over that contract and will have other items.

Public:

Olivia Lamb and Ava Alicea - Both spoke on bullying and a recent incident with a classmate. What is the school doing to share the message about bullying? Can we have an assembly to share and speak about bullying? The students at the elementary have a program to empower female students. Can something like that be presented at the Middle School and High School? We are hoping to create bracelets to pass out to other students to help spread awareness.

Superintendent:

Daniel White - We always encourage the students to help our staff become aware of suspected bullying so we can help make the school a safe, welcoming and loving environment. We are here for you, the students, and we need your help and welcome suggestions for further education and support.

EXECUTIVE SESSION #23-08-06

Moved by O'Boyle, second by Sturgill to adjourn to Executive Session under ORC 102.03 and ORC 121.22 for the purpose of:

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;

With no action to follow.

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

Executive Session 7:35 p.m. Return to Open Session 8:22 p.m.

ADJOURNMENT #23-08-07

Moved by Sturgill, second by O'Boyle to adjourn the regular meeting at 8:23 p.m.

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

Devin Stang, President

Adam Hines, Treasurer/CFO

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ATTACHMENT A

PERMANENT APPROPRIATION RESOLUTION
City, Exempted Village, Joint Vocational or Local Board of Education
Rev.Code Sec. 5705.38

BE IT RESOLVED by the Board of Education of the KEYSTONE School District, LORAIN County, Ohio, that to provide for the current expenses and other expenditures of said Board of Education, during the fiscal year, ending June 30th, 2023, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made and during said fiscal year, as follows, viz:

<u>Fund</u>	<u>DESCRIPTION</u>	<u>FY2023</u> <u>APPROPRIATION</u>
001	GENERAL	\$ 17,522,690.95
002	BOND RETIREMENT	\$ 1,825,200.00
003	PERMANENT IMPROVEMENT	\$ 300,000.00
004	BUILDING & IMPROVEMENTS	\$ 648,189.16
006	FOOD SERVICE	\$ 641,816.20
007	SPECIAL TRUST	\$ 30,000.00
010	CLASSROOM FACILITIES	\$ 1,955,536.47
018	PUBLIC SCHOOL SUPPORT	\$ 45,000.00
019	OTHER GRANTS	\$ 20,000.00
020	SPECIAL ENTERPRISE	\$ 80,000.00
022	OHSAA TOURNAMENT	\$ 8,500.00
024	EMPLOYEE BENEFITS SELF INS.	\$ 73,500.00
034	BUILDING MAINTENANCE	\$ 132,685.36
035	TERMINATION BENEFITS	\$ 53,413.65
200	STUDENT MANAGED ACTIVITY	\$ 50,000.00
300	DISTRICT MANAGED ACTIVITY	\$ 110,000.00
401	AUXILIARY SERVICES	\$ 90,050.00
451	DATA COMMUNICATIONS	\$ 5,400.00
461	HSTW/MMGW GRANT	\$ 9,614.42
467	STUDENT WELLNESS AND SUCSESS FUNDS	\$ 5,472.66
499	MISC STATE GRANTS	\$ 18,130.14
507	ESSER	\$ 1,527,693.00
516	IDEA PART B GRANTS	\$ 331,881.21
572	TITLE I DISADVANTED CHILDREN	\$ 195,783.97
584	TITLE IV - A STUDENT SUPP. & ACADEMIC ENRIC	\$ 15,485.03
587	IDEA EARLY CHILDHOOD SPECIAL EDUCATION	\$ 5,493.84
590	IMPROVING TEACHER QUALITY	\$ 38,593.95
599	MISC FEDERAL GRANTS	\$ 17,833.58
TOTAL:		\$ 25,757,963.59

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ATTACHMENT A

CERTIFICATE
(O.R.C. 5705.412)

RE:
IT IS HEREBY CERTIFIED that the KEYSTONE School District has sufficient funds to meet the contract, obligation, payment, or expenditure for the above, and has in effect for the remainder of the fiscal year and the succeeding fiscal year the authorization to levy taxes which, when combined with the estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide operating revenues necessary to enable the district to maintain all personnel, programs, and services essential to the provision of an adequate educational program on all the days set forth in its adopted school calendar for the current fiscal year and for a number of days in the succeeding fiscal year equal to the number of days instruction was held or is scheduled for the current fiscal year, except that if the above expenditure is for a contract, this certification shall cover the term of the contract or the current fiscal year plus the two immediately succeeding fiscal years, whichever period of years is greater.

DATED: _____

BY: _____
Treasurer/CFO

BY: _____
Superintendent

BY: _____
President, Board of Education