

## RECORD OF PROCEEDINGS

### MINUTES OF KEYSTONE BOARD OF EDUCATION

#### REGULAR MEETING HELD FEBRUARY 21, 2023

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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.

Kimberly Sturgill called the meeting to order at 6:31 p.m.

Board Members in Attendance:

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

Board Members not in Attendance:

Jennifer Maiden

Public Persons in Attendance:

Daniel White, Adam Hines, Amanda Goran, Gina Gibson, Kristen Campbell, Albert Trego, Therese Jackson, Deborah Melda, Loren St. Peter, Dominique Mason, Bill Robson, Scott Schuster, Tammy Figula, Ashley Beltran, Rafael Beltran, Rita Canfield, Michael Spatafore, Michelle Spatafore, Michael K. Spatafore, Melvin Turner, Amanda Thompson, Ryan Tansey, Katy Tansey, Marvin McCaslin, Declan Herbert, Brittany Chudakoff, David Jones, Mark Salopek, Russell Gayheart, Robert Slaga

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

#### APPROVAL OF AGENDA #23-02-01

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

Ayes: Wakefield, O'Boyle, Stang, Sturgill

Motion carried.

#### APPROVAL OF PRIOR MEETING MINUTES #23-02-02

Moved by Wakefield, second by O'Boyle to dispense with the reading of the minutes of the Tax Budget Hearing, Organizational Meeting and the Regular Meeting on January 10, 2023 and the Special Meeting on January 23, 2023. The minutes were distributed as required by law and, shall be approved with corrections.

Ayes: Wakefield, O'Boyle, Stang, Sturgill

Motion carried.

#### AUDIENCE PARTICIPATION

**RECOGNITION AND HEARING OF VISITORS - NONE**

**INPUT FROM STAFF: NONE**

#### ADOPT RETIREMENT COMMENDATION #23-02-03

Moved by Stang, second by Wakefield to adopt retirement commendation for the individual listed below (Attachment A).

- Marvin McCaslin – 10 years

Ayes: Stang, Wakefield, O'Boyle, Sturgill

Motion carried.

**RECORD OF PROCEEDINGS**

**MINUTES OF KEYSTONE BOARD OF EDUCATION**

**REGULAR MEETING HELD FEBRUARY 21, 2023**

**RECOGNITION OF EAGLE SCOUT RECIPIENTS: DECLAN HERBERT AND  
MICHAEL SPATAFORE**

**PROPOSED PHASE 1 FACILITY IMPROVEMENTS PRESENTATION BY GPD  
GROUP**

**PRESENTATION BY GINA GIBSON AND BRITTANY CHUDAKOFF – MIDYEAR  
CHECK-IN**

**DISCUSSION ON THE KLEA PROPOSED 2023-2024 AND 2024-2025 SCHOOL  
CALENDARS BY KLEA PRESIDENT DAVID JONES JR.**

**CURRICULUM CORNER**

**Amanda Goran**, Director of Curriculum and Instruction, David Jones Jr. and Scott Schuster

- PD in Action

**SPED SPOTLIGHT**

**Kristen Campbell**, Director of Pupil Services

- Roadmap to Evaluations

**APPROVE TREASURER/CFO FINANCIAL REPORTS  
AND RECOMMENDATIONS #23-02-04**

Moved by Wakefield, 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 January 2023, 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
12/01/22	11/15/22	95445	923124	OASBO POOL SERIES 2006-TRACK LEASE 12/01/22	US BANK NATIONAL ASSOCIATION	\$ 77,386.52
01/09/23	12/20/22	95484	68195	IOWA/COGAT TESTING PACKAGES AND SCORING LABELS	RIVERSIDE INSIGHTS	\$ 3,122.25
12/01/22	11/25/22	95469	995469	WORKERS COMPENSATION PREMIUM	STATE OF OHIO BUREAU OF WORKERS COMP	\$ 38,433.00
01/27/23	01/15/23	95546	68280	OCCUPATIONAL SERVICES	OPTIMAL SCHOOL THERAPY	\$ 5,370.00
01/01/23	05/31/22	95541	68244	GOOGLE AUDIT REQUEST (CK LOST IN MAIL=REISSUE)	AMPLIFIED IT, LLC	\$ 3,200.00

**C. FISCAL YEAR 2023 TRANSFERS**

The Treasurer CFO recommends the following Transfers:

Transfers

From:	To:	Amount:
General Fund (001)	Employee Benefits-FSA Program Fund (024)	\$16,375.00

**D. FISCAL YEAR 2023 AMENDED APPROPRIATION**

The Treasurer/CFO recommends approval of the amended appropriation resolution for Fiscal Year 2023 as shown in (Attachment B).

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#### **E. RECOGNITION OF OHIO AUDITOR OF STATE AWARD WITH DISTINCTION**

Jamie Myers - Payroll Assistant, 8 years, Resident of Keystone with two children in the district.

Cindy Miller - Treasurer's Assistant, 13 years, Resident of Keystone with a graduate last year '22 and a high schooler.

Tina Bednarski - EMIS Coordinator/Insurance Benefits, 27 years, Resident of Keystone with two children who were graduates of Keystone.

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

#### **APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #23-02-05**

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

#### **A. EMPLOYMENT OF PERSONNEL**

##### **1. APPROVE LEAVE OF ABSENCE REQUEST – DEBORAH MAJOR**

The Superintendent recommends approving a leave of absence request for Deborah Major for the period on or about January 9, 2023 through on or about April 4, 2023.

##### **2. APPROVE LEAVE OF ABSENCE REQUEST – STEFANIE HUSTON**

The Superintendent recommends approving a leave of absence request for Stefanie Huston for the period on or about April 16, 2023 through on or about May 28, 2023.

##### **3. APPROVE LEAVE OF ABSENCE REQUEST – THOMAS HABENICHT**

The Superintendent recommends approving a leave of absence request for Thomas Habenicht for the period on or about August 22, 2023 through on or about September 22, 2023.

##### **4. APPROVE CLASSIFIED CONTINUING CONTRACTS**

The Superintendent recommends granting a continuing contract to the following individuals as they have successfully completed an eighteen-month probationary period:

- a. Dawn Sherrill – Bus Driver – effective 2/24/2023
- b. Sylvia Small – Murray Ridge Special Needs Paraprofessional – effective 2/25/2023

##### **5. APPROVE TRANSFERS**

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

- a. Vickie Sherrill from Key Care Monitor 5.5 hours a day to Bus Monitor 5.5 hours. a day effective 1/31/23
- b. Jennifer Maurer from KMS Special Needs Paraprofessional 5.75 hours a day to KMS Special Needs Paraprofessional 6.75 hours a day effective 1/30/23
- c. Edith Mendat from KES Lunch Monitor 2.5 hours a day to KES Lunch Monitor 3.25 hours a day effective 2/10/23
- d. Virginia Warren from KES Lunch Monitor 2.5 hours a day to KES Lunch Monitor 3.25 hours a day effective 2/10/23

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**6. EMPLOY LONG TERM SUBSTITUTE TEACHER – (SCHOOL PSYCHOLOGIST LEAVE OF ABSENCE)**

The Superintendent recommends employing the following individual for a long-term leave replacement substitute teacher during the 2022-2023 school year at a rate of \$120.00 per day, pending all record checks and completion of state and local requirements. No other salaries or benefits will apply.

- a. Barbara Morgan

**7. EMPLOY 2022-2023 HOMEBOUND INSTRUCTION TUTOR**

The Superintendent recommends employment of the following individual as a homebound instruction tutor for the 2022-2023 school year commencing on July 1, 2022 through June 30, 2023 at tutor rate per the KLEA Negotiated Agreement, per time sheet, on an as needed basis:

- a. Toni Racy

**8. 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:

- a. Janet Barcroft  
Cafeteria - \$12.17/hr. – effective 1/27/23
- b. Lindsay Canon  
Cafeteria - \$12.17/hr.  
Building Secretary - \$13.61/hr.  
Superintendent's Secretary - \$20.26/hr.  
Technology Assistant - \$12.99/hr.
- c. James Costa  
Bus Driver - \$15.33/hr. – effective 2/13/23
- d. Morgan Olah  
Building Secretary - \$13.61/hr.  
Superintendent's Secretary - \$20.26/hr.
- e. Virginia Warren  
Monitor - \$11.54/hr.

**9. 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. Jeffrey Holzhauer - Head Varsity Track – Step 7- \$7,168.38
- b. Kevin Fox – Assistant MS Track – Step 7- \$3,099.84
- c. Jeffrey Ohl – Assistant MS Track – Step 7 - \$3,099.84
- d. Richard Marcucci – Junior Varsity Softball – Step 7 - \$4,456.02
- e. Bert Fitzgerald – Head Varsity Baseball – Step 7 - \$7,168.38
- f. Franklin Bailey – Freshman Baseball – Step 1 - \$2,324.88
- g. Ian Gaul – Ticket Taker - \$20.00 per game
- h. Patricia Gonda – Ticker Taker - \$20.00 per game

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**10. APPROVE VOLUNTEERS**

The Superintendent recommends approving the following individuals 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. Michelle Andujar – Softball
- b. Douglas Cooper – Softball
- c. Scott Wargo – Track

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

**APPROVE OTHER BUSINESS AND SUPERINTENDENT’S  
RECOMMENDATIONS #23-02-06**

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

**A. ACCEPT DONATIONS**

The Superintendent recommends accepting the following donations:

1. Matthew & Norma Arasim - \$500.00 to KHS Drama Club
2. Scoops & More Ice Cream Emporium LLC - \$75.00 to KHS Drama Club
3. David & Christine Minney - \$75.00 to KHS Drama Club
4. Kory & Morgan Olah - \$60.00 to KHS Drama Club
5. Don & Deb Olah - \$40.00 to KHS Drama Club

**B. 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, 2023 through June 30, 2024.

**C. 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, 2023 through June 30, 2024.

**D. APPROVE OUT OF STATE TRIP TO WASHINGTON D.C.**

The Superintendent recommends approving an out of state field trip for Keystone High School Sophomore students to Washington D.C. during the period of Tuesday, October 31, 2023 through Friday, November 3, 2023.

**E. APPROVE RIPCHO STUDIO, INC. AGREEMENT**

The Treasurer/CFO recommends approval of an agreement with Ripcho Studio, Inc. for school pictures for the 2023-2024, 2024-2025 school years as presented.

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

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#### APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #23-02-07

Moved by O'Boyle second by Stang to adopt the following resolution.

**F. ADOPT RESOLUTION – APPROVE CONTINUED MEMBERSHIP IN THE  
OHSAA FOR THE 2023-2024 SCHOOL YEAR**

The Superintendent recommends adoption of the following resolution:

**AUTHORIZING 2023-2024 MEMBERSHIP IN THE  
OHIO HIGH SCHOOL ATHLETIC ASSOCIATION**

**WHEREAS**, Keystone Local School District, District IRN number: 48165 of 531 Opportunity Way, LaGrange, 44050, Lorain County, Ohio has satisfied all the requirements for membership in the Ohio High School Athletic Association, a voluntary unincorporated association not-for-profit; and

**WHEREAS**, the Board of Education/Governing Board ("Board") and its Administration desire for the schools with one or more grades at the 7-12 grade level under their jurisdiction to be voluntary members of the OHSAA;

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF  
EDUCATION/GOVERNING BOARD** that all schools listed on the reverse side of this card do hereby voluntarily renew membership in the OHSAA and that in doing so, the Constitution, Bylaws, Regulations and Business Rules of the OHSAA are hereby adopted by this Board as and for its own minimum requirements as it pertains to, but not limited to, student-eligibility, coaching requirements, and administrative responsibility. Notwithstanding the foregoing, the Board reserves the right to raise the minimum standards as it deems appropriate for the schools and students under its jurisdiction; and

**BE IT FURTHER RESOLVED** that the schools under this Board's jurisdiction agree to conduct their athletic programs in accordance with the Constitution, Bylaws, Regulations, Business Rules, interpretations and decisions of the OHSAA and cooperate fully and timely with the Executive Director's office of the OHSAA in all matters related to the interscholastic athletic programs of the schools. Furthermore, the schools under this Board's jurisdiction shall be primary enforcers of the OHSSA Constitution, Bylaws, Regulations, Business Rules and the interpretations and rulings rendered by the Executive Director's Office. The administrative heads of these schools understand that failure to discharge the duty of primary enforcement may result in fines, removal from tournaments, suspension from membership and/or other such penalties as prescribed in Bylaw 11.

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

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#### APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #23-02-08

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

**G. AMEND AGREEMENT WITH LORAIN COUNTY PUBLIC HEALTH DEPARTMENT**

The Superintendent recommends amending the Lorain County Public Health School Health Services Contract for the 2022-2023 school year for Nursing Services as presented.

**H. APPROVE STRATEGIC PLANNING PROPOSAL WITH ESCNEO & NCSSA**

The Superintendent recommends approving the Strategic Planning Proposal with ESCNEO and NCSSA as presented.

Ayes: Stang, Wakefield, O'Boyle, Sturgill

Motion carried.

#### Future BOE Meetings - @ 6:30 P.M.

1. Monday, March 13, 2023 – Regular Meeting – Lorain County JVS
2. Thursday, April 17, 2023 – Regular Meeting – KHS Conference Room
3. Monday, May 15, 2023 – Regular Meeting – KHS Conference Room

#### ADMINISTRATIVE REPORTS

Albert Trego – Erin James provided a hands-on AED and EPI Pen training as part of the Professional Development Day on 2/17/23.

Kristen Campbell – There are no available psychologists for schools and we are very lucky to have Barbara Morgan available during the leave of absence for Mrs. Walker Babinec.

#### SUPERINTENDENT COMMITTEE REPORTS

JVS:

Deborah Melda – Dr. Faircloth is in appreciation of our availability to attend our Board meeting at JVS on 3/13/23.

Student Achievement:

Devin Stang – Heading to LCCC to attend meetings in April to examine pathway options with skilled trades. Examine how to increase interest and provide ways for interested students a way to explore the skilled trades earlier in the educational process.

KEEP:

Kimberly Sturgill – KEEP has the scholarship applications and will be meeting in March to decide on the “anonymous” scholarship applications.

Wellness:

Patricia Wakefield – Appreciative of our district providing the training for detecting mental health issues for students.

#### COMMENTS/CONCERNS

Board Members:

Devin Stang – Thank you for the tie.

Kimberly Sturgill – Thank you to all of the presenters of their time and commitment. Thank you to the facilities presentation by GPD and the options that will be shared to our community on the website.

Superintendent: None

Public: None



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#### EXECUTIVE SESSION #23-02-09

Moved by Stang, 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);

**With no action to follow.**

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

Executive Session 8:55 p.m. Return to Open Session 10:25 p.m.

#### ADJOURNMENT #23-02-10

Moved by O'Boyle, second by Stang to adjourn the regular meeting at 10:25 p.m.

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

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Kimberly Sturgill, President

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Adam Hines, Treasurer/CFO



**RECORD OF PROCEEDINGS**

**MINUTES OF KEYSTONE BOARD OF EDUCATION**

**REGULAR MEETING HELD FEBRUARY 21, 2023**

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**ATTACHMENT A**

**RESOLUTION – MARVIN MCCASLIN**

WHEREAS, Marvin McCaslin has served the staff, students, and residents of the Keystone Local School District for 10 years; and

WHEREAS, Marvin McCaslin has proved to be a major positive influence in the lives of hundreds of school students; and

WHEREAS, Marvin McCaslin 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 Marvin McCaslin for his 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 Marvin McCaslin.

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MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD FEBRUARY 21, 2023

ATTACHMENT B

			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:		
				<b>FY2023</b>	
			<b>Fund</b>	<b>DESCRIPTION</b>	<b>APPROPRIATION</b>
			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	\$ 103,890.03
			020	SPECIAL ENTERPRISE	\$ 80,000.00
			022	OHSAА 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	\$ 10,800.00
			461	HSTW/MMGW GRANT	\$ 11,614.42
			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	\$ 416,981.82
			572	TITLE I DISADVANTAGED CHILDREN	\$ 209,563.64
			584	TITLE IV - A STUDENT SUPP. & ACADEMIC EN	\$ 20,947.58
			587	IDEA EARLY CHILDHOOD SPECIAL EDUCATIO	\$ 5,493.84
			590	IMPROVING TEACHER QUALITY	\$ 49,404.67
			599	MISC FEDERAL GRANTS	\$ 317,833.41
			TOTAL:		\$ 26,264,407.00

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**ATTACHMENT B**

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						