

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD MARCH 13, 2023

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 6:30 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, Bill Robson

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

APPROVAL OF AGENDA #23-03-01

Moved by Wakefield, second by Stang to approve agenda as presented.

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

Motion carried.

APPROVAL OF PRIOR MEETING MINUTES #23-03-02

Moved by Stang, second by O'Boyle to dispense with the reading of the minutes of the Regular Meeting on February 21, 2023. The minutes were distributed as required by law and, shall be approved with corrections.

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

Motion carried.

AUDIENCE PARTICIPATION

RECOGNITION AND HEARING OF VISITORS - NONE

INPUT FROM STAFF: NONE

CURRICULUM CORNER

Amanda Goran, Director of Curriculum and Instruction, Suzanne Atkinson and Patrick Gallion

- Academic Honors

APPROVE TREASURER/CFO FINANCIAL REPORTS

AND RECOMMENDATIONS #23-03-03

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 February 2023, as presented.

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

Motion carried.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD MARCH 13, 2023

APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #23-03-04

Moved by Stang, 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. Matthew Valentin – Head Lacrosse Coach – effective end of day 2/23/2023
- b. Sylvia Small – Murray Ridge Special Needs Paraprofessional – effective end of day 3/17/2023
- c. Zachary Fink – District Maintenance – effective end of day 3/24/2023

2. APPROVE LEAVE OF ABSENCE REQUEST – CATHLEEN WALKER BABINEC

The Superintendent recommends approving a leave of absence request for Cathleen Walker Babinec for the period on or about April 7, 2023 through on or about May 31, 2023.

3. APPROVE LEAVE OF ABSENCE REQUEST – HANNAH MURRAY

The Superintendent recommends approving a leave of absence request for Hannah Murray for the period on or about April 28, 2023 through on or about May 26, 2023.

4. APPROVE LEAVE OF ABSENCE REQUEST – PENNY BOSAK

The Superintendent recommends approving a leave of absence request for Penny Bosak for the period on or about February 13, 2023 through on or about March 10, 2023.

5. 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. David Bring – District Night Custodian/Maintenance – effective 3/13/2023
- b. Heidi Handley – KMS Cashier – effective 3/13/2023
- c. Wendy Montoney – KMS Cleaner – effective 3/13/2023
- d. Melanie Schmitt – KES Special Needs Paraprofessional – effective 4/1/2023

6. EMPLOY PERMANENT SUBSTITUTE TEACHERS

The Superintendent recommends employing permanent substitute teachers during the second semester of the 2022-2023 school year at a rate of \$130.00 per day (\$65.00 per half day), pending all record checks and completion of state and local requirements. No other salaries or benefits will apply:

- | | |
|---------------------|--------------------------|
| a. Sara Dodrill | j. William Porter |
| b. Michelle Fedor | k. Margaret Ratliff |
| c. Paige Hartley | l. Michele Santo Domingo |
| d. Lisa Jones | m. Kathleen Shaw |
| e. Stephanie Kish | n. Amy Shepherd |
| f. James Kistler | o. Jocelyn Smith |
| g. Richard Marcucci | p. Kyle Trimble |
| h. Amy McCay | q. Philip Tuttle |
| i. Denise O'Dell | |

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD MARCH 13, 2023

7. 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. Melanie Bostick
 - Cafeteria - \$12.17/hr.
 - Monitor - \$11.54/hr. – effective 2/1/23
 - Paraprofessional – Library - \$11.77/hr.
 - Paraprofessional – Special Needs - \$11.54/hr. – effective 3/10/23
- b. Ashley Harasti
 - Cafeteria - \$12.17/hr.
 - Monitor - \$11.54/hr. – effective 2/27/23
 - Paraprofessional – Library - \$11.77/hr.
 - Paraprofessional – Special Needs - \$11.54/hr.
- c. Donald Montoney
 - Cleaning - \$11.10/hr.
- d. Emily Nagy
 - Cleaning - \$11.10/hr.

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. Gregory Morgan – Assistant Varsity Track – Step 7 - \$4,456.02
- b. Stephen Ody – Head MS Track – Step 7 - \$3,874.80
- c. Anna Saxton – Freshman Softball – Step 3 - \$2,518.62
- d. Reginal Hetsler – Junior Varsity Baseball – Step 3 - \$3,099.84
- e. Victoria Geiger – Ticket Taker - \$20.00 per game

9. 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. Alan Carmen – Baseball
- b. Jeffrey Sivec - Baseball

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

APPROVE SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS #23-03-05

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

10. 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. Jennifer Maiden – Lacrosse

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

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD MARCH 13, 2023

APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #23-03-06

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

A. APPROVE 2023-2024 AND 2024-2025 DISTRICT CALENDARS

The Superintendent recommends approving the 2023-2024 (Attachment A) and the 2024-2025 (Attachment B) Keystone Local Schools district calendars as presented.

Kimberly Sturgill – Discussed the calendar feedback and suggested that the calendars be revamped/adjusted. The largest category would like to see changes in are Christmas Break and the last day of School.

Jennifer Maiden – I can remember when Spring Break used to be a set date (time period) and you always knew when it was.

Daniel White – Spring Break is meant to be between quarters.

Tammy Figula – Suggested that 2 days be removed.

Moved by Sturgill, second by O' Boyle to table item A.

B. ACCEPT DONATIONS

The Superintendent recommends accepting the following donations:

1. LaGrange IGA - \$60.69 in miscellaneous grocery items to Keystone Local School District
2. Kory & Morgan Olah - \$100.00 to KHS Drama Club

C. APPROVE 2023-2024 KHS COURSE GUIDE

The Superintendent recommends approving the 2023-2024 KHS Course Guide as presented.

D. APPROVE SERVICE AGREEMENT WITH EDUCATIONAL SERVICE CENTER OF LORAIN COUNTY

The Superintendent recommends approving the service agreement with the Educational Service Center of Lorain County to provide professional development as presented.

E. APPROVE PRIMARY SERVICE AGREEMENT WITH EDUCATIONAL SERVICE CENTER OF LORAIN COUNTY

The Superintendent recommends approving the 2023-2024 Multi-Agreement Contract with the Educational Service Center of Lorain County as presented.

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

APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #23-03-07

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

F. AUTHORIZATION TO PURCHASE FROM SCHOOL BUS BIDS RECEIVED BY OHIO SCHOOLS COUNCIL

The Superintendent recommends adoption of the following resolution:

WHEREAS, the Keystone Local School District is a member of the Ohio Schools Council. On November 1, 2022, the Ohio Schools Council received bids for school buses on behalf of its members. The Keystone Local Schools Board of Education authorizes the purchase of one (1) - IC school bus chassis and bodies that were bid through the Ohio Schools Council.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD MARCH 13, 2023

THEREFORE, BE IT RESOLVED the Keystone Local Schools Board of Education is authorized to purchase one (1) - IC school bus chassis and bodies from the bids received through the Ohio Schools Council on November 1, 2022.

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

Future BOE Meetings

1. Monday, April 17, 2023 – Regular Meeting – KHS Conference Room @ 6:30 p.m.
2. Monday, May 15, 2023 – Regular Meeting – KHS Conference Room @ 6:30 p.m.
3. Wednesday, June 28, 2023 – Regular Meeting – KHS Conference Room @ 4:00 p.m.

ADMINISTRATIVE REPORTS

Kristen Campbell – Held the Pupil Services Night online and had 4 different parents reach out and had good discussions, two of which were non-Keystone residents.

SUPERINTENDENT COMMITTEE REPORTS

KEEP:

Kimberly Sturgill – KEEP has the scholarship forms out and class rank is not a criteria but can be used in the determination of scholarships.

COMMENTS/CONCERNS

Board Members:

Jennifer Maiden – Thank you for having us tonight

Devin Stang – Thank you to JVS. Thank you to Mrs. Goran for highlighting the different areas of intelligence.

Carrie O'Boyle – Thank you to JVS.

Kimberly Sturgill – Thank you to the JVS students for staying around and showing us your lab and we hope that you stay in touch with your Keystone family.

Superintendent:

Daniel White – Thank you to everyone who presented and sharing your information.

Public: None

ADJOURNMENT #23-03-08

Moved by O'Boyle, second by Stang to adjourn the regular meeting at 7:48 p.m.

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

Kimberly Sturgill, President

Adam Hines, Treasurer/CFO

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD MARCH 13, 2023

DRAFT - ATTACHMENT A

KEYSTONE LOCAL SCHOOLS
2023-2024 School Calendar

<u>August '23</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>		<u>January '24</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>
16th - Staff Opening Day P/D		1	2	3	4		1st -New Year's Day	1	2	3	4	5
17th - Professional Development	7	8	9	10	11		8th - School Resumes	8	9	10	11	12
28th - Professional Development	14	15	16P	17P	18		15th - MLK Day	15	16	17	18	19
29th - Records Day	21	22	23	24	25		19th - End of 2nd Quarter - 44 Days	<22>	23	24	25	26
30th - First Day for Grades 1 - 12	28P	<29>	*30*	31			22th - Records Day	29	30	31		
<u>September '23</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>		<u>February '24</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>
4th - Labor Day					1		5th - Professional Development				1	2
5th - First Day for Kindergarten	4	^5^	6	7	8		7th & 13th - ES P/T Conf. 4:30 - 7:30 p.m.	5P	6	(7)	(8)	9
	11	12	13	14	15		8th & 13th - MS P/T Conf. 4:30 - 7:30 p.m.	12	(13)	(14)	15	16
	18	19	20	21	22		8th - HS P/T Conf. 3:00 - 6:00 p.m.	19	20	21	22	23
25th - Professional Development	25P	26	27	28	29		14th - HS P/T Conf. 4:00 - 7:00 p.m.	26	27	28	29	
							16th - No School K-12					
							19th - Presidents' Day					
<u>October '23</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>		<u>March '24</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>
13th - NEOEA Day	2	3	4	5	6							1
19th - MS P/T Conf. 4:30 - 7:30 p.m.	9	10	11	12	13		18th - Family First Night	4	5	6	7	8
19th - HS P/T Conf. 3:00 - 6:00 p.m.	16	17	18	(19)	20		22nd - End of 3rd Quarter - 41 Days	11	12	13	14	15
27th - End of 1st Quarter - 40 Days	23	24	25	26	27		25th - 29th Spring Break	18	19	20	21	22
	30	31					29th - Good Friday	25	26	27	28	29
<u>November '23</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>		<u>April '24</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>
1st - Family First Night			1	2	3		1st - Easter Monday	1	2	3	4	5
6th - Professional Development	6P	(7)	8	(9)	10		8th - Professional Development	8P	9	10	11	12
9th - MS P/T Conf. 4:30 - 7:30 p.m.	13	14	15	(16)	17			15	16	17	18	19
9th - HS P/T Conf. 4:00 - 7:00 p.m.	20	21	22	23	24			22	23	24	25	26
7th & 16th - ES P/T Conf. 4:30 - 7:30 p.m.	27	28	29	30				29	30			
22th - 24th - Thanksgiving Break												
<u>December '23</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>		<u>May '24</u>	<u>M</u>	<u>T</u>	<u>W</u>	<u>T</u>	<u>F</u>
					1					1	2	3
	4	5	6	7	8		27th - Memorial Day	6	7	8	9	10
	11	12	13	14	15		30th - Last Day for All Students	13	14	15	16	17
Dec. 22nd - Jan 5th Winter Break	18	19	20	21	22		30th - End of 4th Quarter - 41 Days	20	21	22	23	24
	25	26	27	28	29		31st - Records Day/Teachers Last Day	27	28	29	^*30*^	<31>
<u>KEY</u>							<u>HOURS</u>					
First/Last Day for Grades 1-12					**		KHS: 7:28 a.m. - 2:25 p.m.					
First/Last Day for Kindergarten					^^		KMS: 7:40 a.m. - 2:40 p.m.					
No School for Students							KES: 9:00 a.m. - 3:30 p.m.					
Parent/Teacher Conferences					()							
Teacher Inservice/Record Day - No Students					< >							
Holiday												
Professional Development - No Students					P							

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD MARCH 13, 2023

DRAFT– ATTACHMENT B

KEYSTONE LOCAL SCHOOLS
2024-2025 School Calendar

<i>August '24</i>	<i>M</i>	<i>T</i>	<i>W</i>	<i>T</i>	<i>F</i>		<i>January '25</i>	<i>M</i>	<i>T</i>	<i>W</i>	<i>T</i>	<i>F</i>
14th - Staff Opening Day P/D				1	2		1st -New Year's Day			1	2	3
15th - Professional Development	5	6	7	8	9		6th - School Resumes	6	7	8	9	10
26th - Professional Development	12	13	14P	15P	16		16th - Professional Development	13	14	15	16P	<17>
27th - Records Day	19	20	21	22	23		17th - Records Day	20	21	22	23	24
28th - First Day for Grades 1 - 12	26P	<27>	*28*	29	30		17th - End of 2nd Quarter - 44 Days	27	28	29	30	31
							20th - MLK Day					
<i>September '24</i>	<i>M</i>	<i>T</i>	<i>W</i>	<i>T</i>	<i>F</i>		<i>February '25</i>	<i>M</i>	<i>T</i>	<i>W</i>	<i>T</i>	<i>F</i>
2nd - Labor Day	2	^3^	4	5	6		3rd - Professional Development	3P	4	(5)	(6)	7
3rd - First Day for Kindergarten	9	10	11	12	13		5th & 11th - ES P/T Conf. 4:30 - 7:30 p.m.	10	(11)	(12)	13	14
	16	17	18	19	20		6th & 11th - MS P/T Conf. 4:30 - 7:30 p.m.	17	18	19	20	21
	23	24	25	26	27		6th - HS P/T Conf. 3:00 - 6:00 p.m.	24	25	26	27	28
30th - Professional Development	30P						12th - HS P/T Conf. 4:00 - 7:00 p.m.					
							14th - No School K-12					
							17th - Presidents' Day					
<i>October '24</i>	<i>M</i>	<i>T</i>	<i>W</i>	<i>T</i>	<i>F</i>		<i>March '25</i>	<i>M</i>	<i>T</i>	<i>W</i>	<i>T</i>	<i>F</i>
11th - NEOEA Day		1	2	3	4			3	4	5	6	7
17th - MS P/T Conf. 4:30 - 7:30 p.m.	7	8	9	10	11			10	11	12	13	14
17th - HS P/T Conf. 3:00 - 6:00 p.m.	14	15	16	(17)	18		21st - End of 3rd Quarter - 41 Days	17	18	19	20	21
25th - End of 1st Quarter - 40 Days	21	22	23	24	25		25th - 29th Spring Break	24	25	26	27	28
	28	29	30	31				31				
<i>November '24</i>	<i>M</i>	<i>T</i>	<i>W</i>	<i>T</i>	<i>F</i>		<i>April '25</i>	<i>M</i>	<i>T</i>	<i>W</i>	<i>T</i>	<i>F</i>
4th - Professional Development					1				1	2	3	4
14th - MS P/T Conf. 4:30 - 7:30 p.m.	4P	5	6	7	8			7	8	9	10	11
14th - HS P/T Conf. 4:00 - 7:00 p.m.	11	(12)	13	(14)	15		18th - Good Friday	14	15	16	17	18
12th & 21th - ES P/T Conf. 4:30 - 7:30 p.m.	18	19	20	(21)	22		21st - Easter Monday	21	22	23	24	25
27th - 29th - Thanksgiving Break	25	26	27	28	29			28	29	30		
<i>December '24</i>	<i>M</i>	<i>T</i>	<i>W</i>	<i>T</i>	<i>F</i>		<i>May '25</i>	<i>M</i>	<i>T</i>	<i>W</i>	<i>T</i>	<i>F</i>
	2	3	4	5	6						1	2
	9	10	11	12	13		26th - Memorial Day	5	6	7	8	9
	16	17	18	19	20		29th - Last Day for All Students	12	13	14	15	16
Dec. 23nd - Jan 3rd Winter Break	23	24	25	26	27		29th - End of 4th Quarter - 41 Days	19	20	21	22	23
	30	31					30th - Records Day/Teachers Last Day	26	27	28	^*29*^	<30>
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Parent/Teacher Conferences					()							
Teacher Inservice/Record Day - No Students					< >							
Holiday												
Professional Development - No Students					P							