

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JUNE 22, 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 4:00 p.m.

Board Members in Attendance:

Devin Stang, Kimberly Sturgill, Patricia Wakefield

Board Members not in Attendance:

Jennifer Maiden, Carrie O'Boyle

Public Persons in Attendance:

Daniel White, Adam Hines, Amanda Goran, Kristen Campbell, Albert Trego, Alexandra Cores, Tera Thomas, Michael Thomas, Erin Strang, Aubrey Cindia, Jamie Bolek, Jeffrey Holzhauer, Dominique Mason

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

STAFF PRESENTATIONS

A. RECOGNITION OF STATE QUALIFIERS, PLACERS AND CHAMPIONS: JEFFREY HOLZHAUER AND THE TRACK TEAM

APPROVAL OF AGENDA #23-06-07

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

Ayes: Wakefield, Stang, Sturgill

Motion carried.

APPROVAL OF PRIOR MEETING MINUTES #23-06-08

Moved by Stang, second by Wakefield to dispense with the reading of the minutes of the Regular Meeting on Monday, May 15, 2023 the Special Meeting on Tuesday, June 6, 2023. The minutes were distributed as required by law and shall be approved as presented.

Ayes: Stang, Wakefield, Sturgill

Motion carried.

AUDIENCE PARTICIPATION

RECOGNITION AND HEARING OF VISITORS - NONE
INPUT FROM STAFF: NONE

APPROVE TREASURER/CFO FINANCIAL REPORTS AND RECOMMENDATIONS #23-06-09

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 May 2023, 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
06/02/23	05/26/23	95842	68750	ESY SERVICES FOR JUNE 28- JULY 28	INSIGHT	\$ 5,000.00

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)	\$9,444.34

D. ADOPT FISCAL YEAR 2024 TEMPORARY APPROPRIATIONS

The Treasurer/CFO recommends adoption of the Fiscal Year 2024 Permanent Appropriations as shown in (Attachment A).

E. YEAR END PROCEDURES

Approve the Treasurer/CFO to make any other necessary adjustments including, but not limited to, appropriation increases, decreases, or transfers needed to close Fiscal Year 2023.

F. APPROVE JULIAN & GRUBE CONTRACT

The Treasurer/CFO recommends approval of the contract with Julian & Grube, Inc. to perform the Medicaid Agreed Upon Procedures audit for the 2023 and 2024 fiscal years at a cost of \$1,900 for each fiscal year as presented.

G. APPROVE CONTRACT WITH JULIAN & GRUBE

The Treasurer/CFO recommends approval of the contract with Julian & Grube for the GAAP basis BFS for a three-year period (FY2023/FY2024/FY2025) for \$7,100 annually from July 1, 2023 to June 30, 2026 as presented.

H. APPROVE DISPOSAL OF SCHOOL VAN

The Treasurer/CFO recommends disposal of the following school van:

Manufacturer/Chasis	VIN Number	Disposal Method
2008 Chrysler Van	2A8HR44HX8R747129	Scrap

I. 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.

J. APPROVE SORSA AGREEMENT

The Treasurer/CFO recommends the approval of an agreement with SORSA for the district's property, fleet, and liability insurance from July 1, 2023 to July 1, 2024. The total premium is \$80,148.00.

Ayes: Wakefield, Stang, Sturgill
Motion carried.

APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #23-06-10

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

A. EMPLOYMENT OF PERSONNEL

1. ACCEPT RESIGNATIONS

The Superintendent recommends accepting the resignation of the following individuals:

- Helen Wolosz – KMS Art Teacher – effective end of day 7/31/2023
- Daniel Gurich – Head Freshman Football Coach – effective end of day 6/14/2023

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2. EMPLOY KMS ASSISTANT PRINCIPAL/ASSISTANT ATHLETIC DIRECTOR – TERA THOMAS

The Superintendent recommends employment of Tera Thomas as KMS Assistant Principal/Assistant Athletic Director on a two (2) year contract at an annual salary of \$76,000.00 (Step 0). Contract is for 210 days per year, effective August 1, 2023 through July 31, 2025 subject to completion of all state and local requirements, compensation as per appropriate salary schedule (ORC 3319.11).

3. EMPLOY 2023-2024 CERTIFICATED/LICENSED STAFF

The Superintendent recommends employment of the following individuals on a limited one (1) year contract commencing with the 2023-2024 school year, subject to completion of all state and local requirements, compensation as per appropriate salary schedule (ORC 3319.11):

- a. Alexandra Cores – KES Intervention Specialist – Step 5 BA - \$48,690.00
- b. Erin Strang – KES Intervention Specialist – Step 5 BA - \$48,690.00
- c. Jaclyn O'Donnell – KHS English Teacher – Step 3 BA - \$45,178.00

4. EMPLOY 2023-2024 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 2023-2024 school year:

- c. Joseph Prezenkowski – Bus Mechanic – Step 5 - \$20.40/hr. – effective 7/1/23

5. SALARY RECLASSIFICATION – CERTIFIED

The Superintendent recommends the following change in salary schedule placement for the 2023-2024 school year due to continuing education.

- a. Ashley Young from MA to MA+15 – Step 2

6. EMPLOY SUMMER INTERVENTION CREDIT RECOVERY INSTRUCTOR

The Superintendent recommends employing the following individual as a Summer Intervention Credit Recovery Instructor between the period of Monday, July 31, 2023 thru Tuesday, August 15, 2023, at tutor rate, per KLEA Negotiated Agreement, per time sheet:

- a. Susanne Atkinson – not to exceed 48 hours

7. APPROVE TRANSFER

The Superintendent recommends transferring the following individual for the 2023-2024 School Year:

- a. Nicole Cassell from KES 5th Grade Teacher to KMS 8th Grade Social Studies Teacher

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8. EMPLOY 2023-2024 HOMEBOUND INSTRUCTION TUTORS

The Superintendent recommends employment of the following individuals as homebound instruction tutors for the 2023-2024 school year commencing on July 1, 2023 through June 30, 2024 at tutor rate, per the KLEA Negotiated Agreement, per time sheet, on an as needed and approved basis:

- a. Tracy Abfall
- b. Kaitlin Bulger
- c. Alexandra Cores
- d. Amanda Crisler
- e. Sophia Dettorre
- f. Kelli Doran
- g. Kari Dove
- h. Olivia Edgell
- i. Tess Gallagher
- j. Andrew Hoch
- k. Joseph Jasin
- l. Alexis Kaczay
- m. Heather Lahoski
- n. Dawn Morris
- o. Sarah Robinson
- p. Amanda Smith
- q. Jocelyn Smith
- r. Erin Strang
- s. Christopher Vondruska

9. EMPLOY CLASSIFIED SUBSTITUTES

The Superintendent recommends employment of the following 2023-2024 classified substitutes for the positions and hourly rates noted, pending all record checks and completion of state and local requirements:

- a. Patricia Geschke
 - Monitor - \$11.93/hr.
 - Paraprofessional – Library - \$12.17/hr.
 - Paraprofessional – Special Needs - \$11.93/hr.
- b. Kelly Isenhardt
 - Bus Driver - \$16.04/hr.
 - Cafeteria - \$12.57/hr.
 - Monitor - \$11.93/hr.
- c. Marsha King
 - Cafeteria - \$12.57/hr.
- d. Stacey Seman
 - Monitor - \$11.93/hr.
 - Building Secretary - \$14.04/hr.
- e. Zachery Smith
 - Cleaning - \$11.48/hr.

10. NON-RENEW EXTRA DUTY PERSONNEL

The Superintendent recommends not renewing Brooks Baird's contract as an Assistant Varsity Football Coach for the 2023-2024 school year.

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11. EMPLOY 2023-2024 EXTRA DUTY PERSONNEL

The Superintendent recommends employment of the following individuals on extra duty contracts for the 2023-2024 school year, pending all record checks and completion of state and local requirements, up to maximum salary:

- a. Alexis Kaczay - KMS Memory Book Advisor – Step 3 - \$1,795.95
- b. Stephen Ody - MS Student Council (50%) – Step 2 - \$798.20
- c. Tara Ody - MS Student Council (50%) – Step 2 - \$798.20
- d. Paula Perhot - District Communications – Step 7 - \$5,986.50
- e. Paula Perhot - Website Maintenance – Step 7 - \$5,986.50
- f. Donna Knight - Gifted Coordinator – Step 7 - \$11,174.80
- g. Gregory Morgan – Head Boys’ Golf – Step 7 - \$4,988.75
- h. Thomas Habenicht – Head Varsity Cross Country – Step 7 - \$4,988.75
- i. Donald Griswold – Head Football – Step 7 - \$9,179.30
- j. Julie Fortune – Fall Faculty Manager – Step 2 - \$1,396.85
- k. Shannon Heffernan – Fall Faculty Manager – Step 5 - \$1,396.85
- l. Emilian Haitonic – Head Girls’ Soccer – Step 2 - \$5,387.85

12. APPROVE VOLUNTEERS

The Superintendent recommends approving the following individuals as a volunteer for the 2023-2024 school year for the position indicated, pending all record checks and completion of state and local requirements:

- a. Faith Baracscai – Boys’ Soccer
- b. Shannon Lienerth – Boys’ Soccer
- c. Dale Klan – Boys’ Golf
- d. Jeffery Marsh – Girls’ Soccer

Ayes: Stang, Wakefield, Sturgill

Motion carried.

APPROVE OTHER BUSINESS AND SUPERINTENDENT’S RECOMMENDATIONS #23-06-11

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

A. ACCEPT DONATION

The Superintendent recommends accepting the following donation:

1. The Class of 2023 - \$1,100.00 to KHS PBIS Program, \$1,100.00 to Yoga props and all remaining funds to the Class of 2024

B. AMEND JULY’S BOARD MEETING DATE

The Superintendent recommends amending July’s board meeting date from Monday July 10, 2023 to Monday, July 24, 2023.

C. APPROVE MASTER SERVICES AGREEMENT WITH SPACEBOUND, INC.

The Superintendent recommends approving the Master Services Agreement with SpaceBound, Inc. for network management from July 1, 2023 through June 30, 2024 as presented.

D. APPROVE AGREEMENT WITH MUSIC THERAPY ENRICHMENT CENTER, INC.

The Superintendent recommends approving the agreement with Music Therapy Enrichment Center, Inc. from September 4, 2023 through May 20, 2024 as presented.

Ayes: Stang, Wakefield, Sturgill

Motion carried.

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Future BOE Meetings @ 6 P.M.

1. Monday, July 24, 2023 – (Anticipated) Regular Meeting – KHS Conference Room
2. Monday, August 21, 2023 – Regular Meeting – KHS Conference Room
3. Monday, September 18, 2023 – Regular Meeting – KHS Conference Room

ADMINISTRATIVE REPORTS

Albert Trego – Cleaners are ahead of schedule in all three buildings. KMS roof project is going well with only a few days of rain. The High School greenhouse has been delivered along with the Elementary School's wheelchair swing to accommodate students. The High School office is under construction for safety protocol/design upgrades.

Jeffrey Holzhauer – Softball had their banquet on Monday, June 19th. Summer workouts are being held for multiple sports each day.

Kristen Campbell – Extended School Year is going well and I'm currently teaching at the moment to cover the intervention specialist role.

SUPERINTENDENT COMMITTEE REPORTS - NONE

COMMENTS/CONCERNS

Board Member:

Patricia Wakefield – I want to recognize the senior packets had different regions to seek public help.

EXECUTIVE SESSION #23-06-12

Moved by Wakefield, second by Stang 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: Wakefield, Stang, Sturgill

Motion carried.

Executive Session 4:51 p.m. Return to Open Session 5:49 p.m.

ADJOURNMENT #23-06-13

Moved by Wakefield, second by Stang to adjourn the regular meeting at 5:50 p.m.

Ayes: Wakefield, Stang, Sturgill

Motion carried.

Kimberly Sturgill, President

Adam Hines, Treasurer/CFO

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ATTACHMENT A

			TEMPORARY 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, 2024, 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:				
						FY2024	
			<u>Fund</u>	<u>DESCRIPTION</u>		<u>APPROPRIATION</u>	
			001	GENERAL		\$ 16,660,116.00	
			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		\$ -	
			024	EMPLOYEE BENEFITS SELF INS.		\$ 10,000.00	
			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 SUCESSS FUNDS		\$ -	
			499	MISC STATE GRANTS		\$ 45,000.00	
			507	ESSER		\$ 900,000.00	
			516	IDEA PART B GRANTS		\$ 364,957.20	
			572	TITLE I DISADVANTED CHILDREN		\$ 246,139.51	
			584	TITLE IV - A STUDENT SUPP. & ACADEMIC EN		\$ 15,646.18	
			590	IMPROVING TEACHER QUALITY		\$ 49,243.91	
			599	MISC FEDERAL GRANTS		\$ 166,100.00	
			TOTAL:			\$ 24,454,108.06	

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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