

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD NOVEMBER 20, 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 6:02 p.m.

Board Members in Attendance:

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

Public Persons in Attendance:

Daniel White, Adam Hines, Amanda Goran, Kristen Campbell, Albert Trego, Antonio Piazza, Amanda Campbell, Heather Dennis, Jackie Elsleger, Kevin Fox, Jessica Fox, Paul Bats, Tammy Figula, Dominique Mason, Christine Minney, Denise Pinwinski, Nicole Cassell, Rita Canfield, Bill Robson, Melissa Linebrink, Steve Todd, Terri Helbig

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

APPROVAL OF AGENDA #24-11-04

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

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

Motion carried.

APPROVAL OF PRIOR MEETING MINUTES #24-11-05

Moved by O'Boyle, second by Stang to dispense with the reading of the minutes of the Regular Meeting on Monday, October 16, 2023. The minutes were distributed as required by law, and shall be approved as presented.

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

Motion carried.

AUDIENCE PARTICIPATION

RECOGNITION AND HEARING OF VISITORS: NONE

PUBLIC COMMENTS/CONCERNS:

Jackie Elsleger - Shared that her two sons are in the district and the oldest loves being at the High School. The younger son has encountered some bullying. Mrs. Thomas has gone above and beyond her duties to help our son. Mrs. Gibson has not been fulfilling her duties as principal. Ask the Board to look into the Middle School

Rita Canfield - Is the district planning on using the message board in the town square? The district can email the township or myself and I will make sure the message will be put on the board.

Heather Dennis - I have 3 students who attended/attends Keystone. I have a 14-year-old son who has had difficulties since being expelled from the district years ago. He is not receiving the support that is part of his IEP at both the Middle School last year and at the High School this year. The staff is supposed to promote positive reinforcement and that is not being done. I ask that the Board look at the administration in the district.

Kimberly Sturgill - Thank you for coming and we will look into it.

Christine Minney - I ask that the Board look into both sides of the story.

INPUT FROM STAFF: NONE

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APPROVE TREASURER/CFO FINANCIAL REPORTS
AND RECOMMENDATIONS #24-11-06

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 October 2023, as presented.

B. APPROVE FIVE YEAR FORECAST AND ASSUMPTIONS

The Treasurer/CFO recommends approval of the Five-Year Forecast and Assumptions as presented. (Attachment A)

C. 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
10/19/23	10/10/23	96462	69350	PRESCHOOL TUITION	LORAIN COUNTY BOARD OF EDUCATION	\$ 62,341.37
10/31/23	09/15/23	96494	69342	2023-2024 ACADEMY TUITION Q2	INSIGHT BEHAVIORAL CONSULTING	\$ 10,088.75

D. APPROVE OSBA CRIME POLICY

The Treasurer/CFO recommends renewing the Ohio School Boards Association Crime Policy covering employee dishonesty with Hylant Administrative Services effective January 1, 2024 for the Superintendent and Board of Education Members, for a Three-Year Term as presented.

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

APPROVE SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS #24-11-07

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

A. EMPLOYMENT OF PERSONNEL

1. ACCEPT CLASSIFIED RESIGNATIONS

The Superintendent recommends accepting the resignation of the following individuals:

- a. Cheryl Rourke – KES Lunch Monitor – effective end of day 10/31/23
- b. Reginal Hetsler – Junior Varsity Baseball Coach – effective end of day 11/3/2023

2. 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:

- a. Melanie Wiseman – KES Lunch Monitor – Step 0 - \$12.23/hr. effective 11/27/23

3. EMPLOY BLT PERSONNEL

The Superintendent recommends employing the following individual as a member of the Keystone Building Leadership Team (BLT) on an as needed basis, per time sheet, at tutor rate per the KLEA Negotiated Agreement, for the 2023-2024 school year effective August 16, 2023 through May 28, 2023:

KHS BLT
Anna Saxton

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4. APPROVE LEAVE OF ABSENCE REQUEST – ALYSSA FIGGERS

The Superintendent recommends approving a leave of absence request for Alyssa Figgers for the period on or about October 31, 2023 through on or about December 9, 2023.

5. APPROVE DIRECT ONE ON ONE STUDENT SUPPORT

The Superintendent recommends approval for the following staff member additional hours to provide direct one on one student support, not to exceed 24 hours, at her hourly rate, per time sheet:

- a. Carolyn Abt

6. APPROVE DIRECT ONE ON ONE PARAPROFESSIONAL SUPPORT

The Superintendent recommends approval for the following staff members participating in a direct one on one paraprofessional support for students so they can participate in the school concerts, at their hourly rate, per time sheet:

- a. Korin Adkins – not to exceed 7.5 hours
- b. Patricia Gonda – not to exceed 1.5 hours
- c. Melanie Schmitt – not to exceed 1.5 hours

7. APPROVE DIRECT ONE ON ONE SUPPORT

The Superintendent recommends approval for the following staff members participating in a direct one on one support for students so they can participate in the school concerts, per time sheet, at tutor rate per the KLEA Negotiated Agreement:

- a. Kaitlin Bulger – not to exceed 1.5 hours
- b. Heather Lahoski – not to exceed 4.5 hours

8. 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. James Costa
Custodian/Maintenance - \$15.54/hr.
- b. Cheryl Rourke
Paraprofessional – Special Needs - \$11.93/hr. – effective 9/27/2023
- c. Melanie Wiseman
Cleaning - \$11.48/hr.
Monitor - \$11.93/hr. – effective 11/13/2023

9. EMPLOY PERMANENT SUBSTITUTE TEACHER

The Superintendent recommends employing permanent substitute teacher during the first semester of the 2023-2024 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. Carolyne Dular – effective 11/20/2023

10. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Superintendent recommends approval for the following staff member to complete training for LETRS, CPI and Gifted hours, not to exceed 8 full non-work days per her work calendar at a rate of \$130.00 per day.

- a. Alexandra Ensign-Pyles

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11. APPROVE CERTIFIED SUBSTITUTE TEACHERS 2023-2024

The Superintendent recommends to approve the following job share teachers as certified substitute teachers for the 2023-2024 school year, on an as needed basis with compensation at \$120.00 per day (\$60.00 per half day).

- a. Kimberly Tafa
- b. Ashley Trenchard

12. EMPLOY 2023-2024 WEDNESDAY SCHOOL TEACHER

The Superintendent recommends employment of the following individual as a Wednesday School Teacher, for the 2023-2024 school year at tutor rate per the KLEA Negotiated Agreement, per time sheet, on an as needed basis, before and/or after school:

- a. Tracy Abfall

13. RESCIND 2023-2024 EXTRA DUTY PERSONNEL

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

- a. Taylor Stefan – Head Freshman Girls’ Basketball – Step 2 - \$3,192.80

14. 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. Jeffrey Holzhauser – Head Varsity Boys’ Basketball – Step 7 - \$9,179.30
- b. David Pellerite – Junior Varsity Boys’ Basketball – Step 4 - \$4,589.65
- c. Gregory Morgan – Head 8th Grade Boys’ Basketball – Step 7 - \$4,190.55
- d. Shawn Reed – Head 7th Grade Boys’ Basketball – Step 7 - \$4,190.55
- e. Rocky Houston – Head Varsity Girls’ Basketball – Step 5 - \$7,982.00
- f. Gregory Morgan - Head 7th Grade Girls’ Basketball - Step 7 - \$4,190.55
- g. Richard Healy Jr. – Assistant Varsity Wrestling (50%) - Step 2 - \$1,596.40
- h. Benjamin Bill – Assistant Varsity Wrestling (50%) – Step 2 –\$1,596.40
- i. Michael Griswold – Head Middle School Wrestling – Step 7 - \$4,589.65
- j. Brooke Creak – Junior Varsity Cheerleader Advisor – Winter – Step 2 - \$1,596.40
- k. Alyssa Alderman - Freshman Cheerleader Advisor (50%) - Step 2 - \$1,197.30
- l. Scott Schuster – Washington DC Trip - \$300.00
- m. Katie Braden – High School Drama Club – Step 1 - \$1,795.95
- n. Laura DeVore – Scoreboard Operator - \$20.00 per game
- o. Julie Fortune – Ticket Taker - \$20.00 per game
- p. Shannon Heffernan – Ticket Taker - \$20.00 per game
- q. David Jones Jr. – Announcer - \$20.00 per game

15. 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. Taylor Stefan – Girls’ Basketball
- b. Emily Stevenson - Gymnastics

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

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APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #24-11-08

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

A. ACCEPT DONATIONS

The Superintendent recommends accepting the following donations:

1. Kerricook Construction, Inc. - \$200 towards the purchase of concrete for the greenhouse at KHS
2. Titus & Harper Kehl – Used books estimated value of \$100.00 to Keystone Elementary School Library

**B. APPROVE AGREEMENT WITH THE BOARD OF TRUSTEES OF
LAGRANGE TOWNSHIP**

The Superintendent recommends approving an agreement with the Board of Trustees of LaGrange Township to sell salt to Keystone Local School District effective July 1, 2023 through June 30, 2024 as presented.

**C. AUTHORIZE FP MAILING SOLUTIONS AND AUTOMATION MAILING
AND SHIPPING SOLUTIONS AGREEMENTS**

The Treasurer/CFO recommends entering into a 63 months agreement with FP Mailing Solutions and Automation Mailing and Shipping Solutions to provide postage equipment and maintenance services for Keystone High School and Keystone Board of Education at a cost of \$2,277.24 annually.

D. APPROVE WORK SESSION MEETINGS

The Superintendent recommends approving work session meetings on an as needed basis during the 2023-2024 school year. If needed, the next Work Session Meeting will be on _____.

E. APPROVE SPECIAL EDUCATION CONTRACTS

The Superintendent recommends approving the following Special Education Agreements for the 2023-2024 school year as presented:

1. Education Alternatives – Service Agreement
2. Education Alternatives – Student Transportation Agreement
3. Spectrum – Educational & Transportation Service Agreements
4. Ombudsman Program Alternative Education Services Agreement

F. APPROVE KEYSTONE LOCAL EDUCATION ASSOCIATION MOU

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

**G. APPROVE EXCHANGE OF SERVICE AGREEMENT WITH ASHLAND
UNIVERSITY**

The Superintendent recommends approving an Exchange of Service Agreement between Ashland University and Keystone Local School district for field experiences and internships as presented.

H. AMEND 2023-2024 DISTRICT CALENDAR

The Superintendent recommends amending the 2023-2024 district calendar as presented with the following changes:

1. Change KHS Spring Parent/Teacher Conference from February 14, 2024 4:00 p.m. to 7:00 p.m. to February 1, 2024 4:00 p.m. to 7:00 p.m.

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I. APPROVE POLICIES AND REGULATIONS

The Superintendent recommends approving the following Board Policies and/or Regulations:

1. BDDG - Minutes
2. EBC – Emergency Management and Safety Plans
3. EFH – Food Allergies
4. IGAC – Teaching About Religion
5. IGAE – Health Education
6. IGCH – College Credit Plus
7. IGCH-R – College Credit Plus
8. IGDJA – Random Drug Testing
9. IGDJA-E – Random Drug Testing (Informed Consent Agreement)
10. IND/INDA – School Ceremonies and Observances/Patriotic Exercise
11. JED – Student Absences and Excuses
12. JFCK – Use of Electronic Communications Equipment by Students
13. JHG – Reporting Child Abuse and Mandatory Training
14. LEC – College Credit Plus
15. LEC-R – College Credit Plus

Policy EFH and IGDJA-E were tabled by Carrie O’Boyle and Kimberly Sturgill.

Nicole Cassell - What are you looking to change in the policy? Are we going to hear about the policy discussion of the tabled items?

Kimberly Sturgill and Carrie O’Boyle commented that we will speak on it at the next meeting for policies EFH (#3) and IGDJA-E (#9).

Christine Minney – I would recommend every student be drug tested.

Terri Helbig – Has the Board looked at other districts to compare drug testing policies?

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

ITEMS PRESENTED FOR INFORMATION AND DISCUSSION. MAY OR MAY NOT RESULT IN ACTION BY THE BOARD OF EDUCATION.

A. Future BOE Meetings @ 6:00 P.M.

1. Monday, December 11, 2023 - Regular Meeting – KHS Conference Room

ADMINISTRATIVE REPORTS: NONE

SUPERINTENDENT COMMITTEE REPORTS: NONE

COMMENTS/CONCERNS:

Board Member:

Kimberly Sturgill – I want to thank everyone for coming and sharing your concerns about your district.

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EXECUTIVE SESSION #24-11-09

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

4. matters required to be kept confidential by Federal law or State statutes;

With action to follow.

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

Executive Session 6:45 p.m. Return to Open Session 8:54 p.m.

SUSPENSION APPEAL #24-11-10

Upon return to public session, the Board considered an appeal to a high school student suspension. A motion was made by Board Vice President O'Boyle and seconded by Board Member Stang to overturn the suspension of Mia Piazza. The motion passed unanimously.

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

EXECUTIVE SESSION #24-11-11

Moved by Wakefield, second by O'Boyle to adjourn to Executive Session under ORC 102.03 and ORC 121.22 for 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, O'Boyle, Maiden, Stang, Sturgill
Motion carried.

Executive Session 8:56 p.m. Return to Open Session 10:18 p.m.

ADJOURNMENT #24-11-12

Moved by O'Boyle, second by Wakefield to adjourn the Regular Meeting at 10:20 p.m.

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

Kimberly Sturgill, President

Adam Hines, Treasurer/CFO