

## RECORD OF PROCEEDINGS

### MINUTES OF KEYSTONE BOARD OF EDUCATION

#### REGULAR MEETING HELD DECEMBER 11, 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 6:00 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, James Kohler, John Brown, Gina Gibson, Tera Thomas, Jacob Alferio, Kristen Campbell, Jody White, Albert Trego, Therese Jackson, Jeffrey Holzhauer, Angela Miniard, Vicky Smith, Kaitlin Bulger, Ashley Miller, Renee Cuson, Charlene Eye, Christina Magel, Joe Hartman, Carrie Hartman, Brandon Osborne, David Jones, Tammy Figula, Tori McConoughey, Erin Holzhauer, Tracy Abfall, Addisyn Rodachy, Brooke Creak, Tracy Clarico, Anna Saxton, Amy Cowling, Hannah Gurich, Kaylie Scott, Bristol Foster, Cindi Serrani, Cindy DeBlauw, Kelly Marxen, Tina McNulty, Heather McCourt, Beth Branco, Allison Johnson, Ashley Trenchard, Gary Kincannon, Dominique Mason, Leanne Miller, Tara Ody, Donna Knight, Jennifer Wooten, Ashleigh Walter, Mary Miller, Janel Strong, Paul Strong, Suzanne Healy, Staci Rapson, Joseph Jasin, Ayden Olic, Ella Olic, Jessica Linden, Lisa Kyer, Mary Kay Gates, Hanna Hodge, Jessica Hodge, Elizabeth Masavage, Zoey Masavage, Jaclyn O'Donnell, Melissa Linebrink, Sarah Senghas, Rebecca Ellsworth, Linda Repko, Andrew Gibson, Aaron McElwain, Sandra McElwain, Mary Szczepanik, Andrea Catanzarito, Leah Tensy, Tabitha Todd, Steve Todd, Chad Whitacre, Ian Gaul, Staci Crabeels, Jeff Crabeels, Donna Smith, Anita Cutler, Jessica Fisher, Kyle Trimble, Brittany Shaw, Alexis Kaczay, Jessica Fox, Kevin Fox, Richard Marcucci, Kathryn Dillen, Christine Minney, Amanda Whitacre, Sherri Yucka, Heidi Handley, Terri Helbig, Courtney Smith, Olivia Erdos, Nicole Cassell, Heather Lahoski, Darlene Kalman, Rita Hatfield, Jennifer Maurer, Lynn Gagnon, Tiffany Peery, Bill Hilt, Dominic Lombardi, Stephen Ody, Ashley Hartman, Chad Elliott, Carolyn Abt, Amanda Accavallo, Kristin Zatik, Jamie Cendrosky, Adam Shipley, Nicholas Linden, Dan Gurich, Linda Gurich, Joe Owca, Julie Owca, Madison Scott, Ava Stivason, Jessica Carey, Lindsay Thut, Korin Adkins, Anne Moore, Melissa Greller, Delia Blackburn, Lori Muniz, Patrick Hottenrott, Deborah Melda

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

#### APPROVAL OF AGENDA #24-12-01

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

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

Motion carried.

#### APPROVAL OF PRIOR MEETING MINUTES #24-12-02

Moved by Wakefield, second by O'Boyle to dispense with the reading of the minutes of the Special Meeting on Sunday, November 19, 2023. The minutes were distributed as required by law and shall be approved with corrections. Also, the Regular Meeting on Monday, November 20, 2023. The minutes were distributed as required by law and shall be approved as presented.

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

Motion carried.

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##### AUDIENCE PARTICIPATION

##### **OUTSTANDING SOCIAL STUDIES TEACHER AWARD PRESENTED TO ASHLEY HARTMAN BY BILL HILT, PRESIDENT OF OCSS**

##### **RECOGNITION AND HEARING OF VISITORS:**

##### **PUBLIC COMMENTS/CONCERNS:**

Delia Blackburn - Recognized Ms. Hartman for her efforts and energy she brings to the classroom, Mock Trial Team, and Cheer Team. Ms. Hartman inspired her son to put together a campaign and run for student council. Thank you for the extra time put forth for our students and community and congratulations.

Ashley Hartman - It is a dream to be a graduate of Keystone and be able to make a difference in the student's lives.

Gina Gibson - Stated she was dismayed, exhausted and frustrated with the manufactured negativity directed at her and the Middle School. I ask the Board to hold each other accountable in serving our students, our community, and your Keystone team. Disciplining students oftentimes results in disappointment from all parties involved, especially the parents and students. This does not equate to poor customer service as it's my job to uphold the student code of conduct. The Board of Education has recommended discipline to me without speaking or allowing my offer to attend and speak about my actions and discipline procedures over the last two Board meetings. I ask the Board to uphold the ethics and oath that you took when taking this position. The Board to reflect on the Keystone culture and continue working together to help make this community better with partnerships. I am committed to continue to make Keystone a special place as a teacher, parent, coach, and administrator.

Dave Jones - It has come to the attention of the Keystone Local Education Association that there are ongoing discussions between the Keystone Board of Education and the Keystone administration concerning discipline of students in the schools. The members of the Keystone Local Education Association wish to remain neutral between the Board of Education and the administration team but would like to respectfully ask all parties involved to please remember that we are all stronger together and to keep our district belief statements and mission statement in the forefront of their minds when making decisions concerning our district policies including the discipline of our students. We must all work together with professionalism, completing our own required tasks with fidelity and integrity. In return, each team member must respect and support what each member of the Keystone team does to support our mission statement.

Erin Holzhauer - The role and interpretation of the school Board and Board's responsibilities may have been misunderstood by the community and by the Board. Erin Holzhauer shared the OSBA Roles of the School Board is to uphold and set Board policies and to hire the Superintendent and Treasurer. Erin Holzhauer reiterated that the Board is not advised to be involved in the discipline or daily operations such as evaluating staff. Erin Holzhauer highlighted too, as a Keystone alum and parent, she asked the Board to reflect on their role, the code of ethics and the OSBA Guidelines as a Board member to the community and students.

Addisyn Rodachy, Ayden Olic, Ella Olic - Class of 2024 Officers - Presented questions about the change in the final exam schedule at the conclusion of each semester. Why should the school require students to sit in study hall rather than leaving campus with parent permission? What harm is it doing to permit students to leave campus after exams?

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Amanda Accavallo - Spoke on the Board's primary role is to set goals and policy but not to interfere with the day-to-day operations. The Superintendent is responsible for supervising other administrators and personnel. The Board is responsible for advocating for community issues but not for partisan or personal matters. I trust and ask that you reflect that the Board will follow the roles and responsibilities you've sworn and I ask you review the OSBA Guidelines.

Steve Ody - As a parent of a middle school student, two words summarize her growth and experience at KMS. Support and Unity is a constant message that is conveyed from and by the staff to the students and reflects on Keystone students. Thank you to the KMS staff for making a difference in my daughter's education.

Richard Marcucci - As a retired dentist of 46 years, I have coached with Keystone softball for the past 5 years and subbed in the classroom. I am a former Board member at Clearview and JVS. Reiterate the roles of the Board. I advise the Board to review the Board policies, the Sunshine Laws, and the code of ethics that they have sworn to follow. Let the school administrators perform the job that they've been trained to do.

Carolyn Abt - Thank you to Mrs. Gibson for being a great, supportive administrator who welcomed me as a Middle School staff member. Thank you for your support to the students and my two children when they had you as a teacher.

Melissa Geller - I came to support Mrs. Gibson as I've worked with her on the Hot Stove Board. Mrs. Gibson has always done her best. I would trust her decisions and actions for my own children on any given day.

#### INPUT FROM STAFF: NONE

#### APPROVE TREASURER/CFO FINANCIAL REPORTS AND RECOMMENDATIONS #24-12-03

Moved by O'Boyle, 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 November 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
07/01/23	03/30/2023	95941	69418	FUEL	JW PERKINS	\$ 3,480.43
10/31/23	10/17/23	96492	924113	BOND SERIES 2010C	HUNTINGTON NATIONAL BANK	\$ 178,706.25
10/31/23	10/17/23	96492	924112	BOND SERIES 2021A	HUNTINGTON NATIONAL BANK	\$ 936,475.00

##### **C. APPROVE OHIO DEFERRED COMPENSATION AGREEMENT**

The Treasurer/CFO recommends approval of the Roth 457 Adoption Agreement with Ohio Deferred Compensation as presented.

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

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#### **APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #24-12-04**

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

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

##### **1. ACCEPT CLASSIFIED RESIGNATION**

The Superintendent recommends accepting the following resignation for the purpose of retirement:

- a. Terri Saunders – KES Library Paraprofessional – effective end of day 5/28/2024

##### **2. APPROVE TRANSFER**

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

- a. Rebecca Moran from KES Special Needs Paraprofessional 6.75 hours a day to KMS Special Needs Paraprofessional 6.75 hours a day effective 11/27/2023

##### **3. EMPLOY 2023-2024 CERTIFICATED TUTOR**

The Superintendent recommends employment of the following individual on a limited one (1) year contract commencing with the 2023-2024 school year, subject to completion of all state and local requirements, at tutor rate per the KLEA Negotiated Agreement, per time sheet, not to exceed 150 days, for the building and hours as listed:

- a. Kyle Trimble – KMS 5.25 hours per day effective 1/17/2024

##### **4. APPROVE CERTIFICATED TUTORS EXTENDED TIME**

The Superintendent recommends employing the following certificated tutor for extended time on an as needed basis, at tutor rate per the KLEA Negotiated Agreement for the 2023-2024 school year, per time sheet.

- a. Kyle Trimble

##### **5. EMPLOY LONG TERM SUBSTITUTE TEACHER**

The Superintendent recommends employing the following individual for a long-term leave replacement substitute teacher during the 2023-2024 school year at a rate of \$130.00 per day, pending all record checks and completion of state and local requirements. No other salaries or benefits will apply.

- a. Tracy Papp - effective 12/12/2023

##### **6. EMPLOY 2023-2024 EXTRA DUTY PERSONNEL**

The Superintendent recommends employment of the following individual on 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. Jacob Kolar – Head Freshman Boys' Basketball – Step 5 - \$3,791.45

##### **7. 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. Chad Whitacre – Boys' Basketball
- b. Allison Fenik – Gymnastics
- c. Adam Chapek – Gymnastics

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

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##### APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #24-12-05

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

**A. TAX BUDGET HEARING**

Motion to hold the Tax Budget Hearing for the 2024 fiscal year on Wednesday, January 10, 2024 at 5:30 p.m. in the KHS Conference Room.

**B. SET 2024 ORGANIZATIONAL MEETING**

Motion to set the 2024 Organizational Meeting on Wednesday, January 10, 2024 immediately following the Tax Budget Hearing in the KHS conference room. (This meeting must be held during the first 15 days of January.)

**C. APPOINT PRESIDENT PRO-TEMPORE**

Motion to appoint Kimberly Sturgill as President Pro-Tempore for the 2024 Organizational Meeting.

**D. SET JANUARY 2024 REGULAR MEETING**

Motion to set the January 2024 Regular Meeting on Wednesday, January 10, 2024 immediately following the 2024 Organizational Meeting in the KHS conference room.

**E. ACCEPT DONATIONS**

The Superintendent recommends accepting the following donations:

1. The Krone Family – Portable Gaga Ball Pit valued at \$250.00 to KES Physical Education Department
2. Anonymous - \$100.00 to KMS Keystone Kares Breakfast/Lunch Program
3. Shelly Hunkley – Used clothes dryer estimated value of \$50.00 to KHS FCS Program
4. Knights of Columbus - \$250.00 to Keystone Special Olympics Team
5. Keystone Athletic Team Supporters - \$32,145.00 to Keystone Local School District for geotechnical & surveying services for the proposed softball/baseball athletic fields

**F. APPROVE BRAMHALL ENGINEERING AND SURVEYING COMPANY AGREEMENT**

The Treasurer/CFO recommends approving an agreement with Bramhall Engineering and Surveying Company for Topographic Survey, Schematic Design, and Site Design Engineering for \$27,000.00 for the proposed softball/baseball athletic fields as presented.

**G. APPROVE HZW ENVIRONMENTAL CONSULTANTS, LLC AGREEMENT**

The Treasurer/CFO recommends approving an agreement with HZW Environmental Consultants, LLC for Preliminary Aquatic Resources Evaluation Mapping for \$1,395.00 for the proposed softball/baseball athletic fields as presented.

**H. APPROVE WERTZ GEOTECHNICAL INC. AGREEMENT**

The Treasurer/CFO recommends approving an agreement with Wertz Geotechnical Inc. for \$3,750.00 for Subsurface Investigation Field Work for the proposed softball/baseball fields as presented.

**I. APPROVE BILATERAL ARTICULATION AGREEMENT WITH LORAIN COUNTY COMMUNITY COLLEGE**

The Superintendent recommends approving the Bilateral Articulation Agreement between Lorain County Community College and Keystone Local School District as presented.



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**J. APPROVE MEMORANDUM OF UNDERSTANDING AGREEMENT WITH BALDWIN WALLACE UNIVERSITY**

The Superintendent recommends approving a Memorandum of Understanding Agreement between Baldwin Wallace University and Keystone Local School District for clinical and field experience placement as presented.

**K. APPROVE 2024-2025 KHS COURSE GUIDE**

The Superintendent recommends approving the 2024-2025 KHS Course Guide as presented.

2024-2025 KHS Course Guide was tabled by Carrie O'Boyle.

**L. 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.

**M. 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 \_\_\_\_\_.

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

Motion carried.

**APPROVE OTHER BUSINESS AND SUPERINTENDENT'S  
RECOMMENDATIONS #24-12-06**

Moved by Stang, second by O'Boyle to approve the below resolution.

**N. APPROVE OSBA LEGAL ASSISTANCE FUND RESOLUTION**

The Superintendent recommends adoption of the following resolution:

**WHEREAS**, the Keystone Board of Education wishes to support the efforts of other boards of education to obtain favorable judicial decisions and,

**WHEREAS**, the Ohio School Boards Association Legal Assistance Fund has been established for this purpose,

**THEREFORE**, the Board hereby resolves to participate in the OSBA LAF for calendar year 2024 and authorizes the treasurer to pay the LAF \$250.00

Ayes: Stang, O'Boyle, 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 @ 5:30 P.M.**

1. Wednesday, January 10, 2024 - (anticipated) Tax Budget Hearing, Organizational Meeting and Regular Meeting – KHS Conference Room

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#### **ADMINISTRATIVE REPORTS: NONE**

#### **SUPERINTENDENT COMMITTEE REPORTS:**

JVS:

Deborah Melda – Nothing since the course guide was tabled.

Student Achievement Liaison, Finance/Insurance:

Devin Stang – Thank you to the participants for speaking tonight. It is especially important that students came to speak as I know it can be very difficult to do.

KEEP, Student Achievement Liaison, and Building & Grounds:

Kimberly Sturgill – It was good to see everyone in attendance to share your concerns. Reiterated that information shared during executive sessions cannot be shared with anyone. The district attorney has been present in recent executive sessions to ensure policies and procedures were followed.

#### **COMMENTS/CONCERNS:**

Superintendent:

Daniel White – Thank you to everyone who came to speak tonight.

Public:

Suzanne Atkinson – Why is the Board tabling the KHS Course Guide?

Superintendent:

Daniel White – The Home Remodeling Course had a prerequisite that we would like to remove.

Public:

James Kohler – Reiterated that the KHS Course Guide was corrected and is a live document. The Board did not have an updated version to approve.

Gina Gibson – Is the Board attorney present at all executive sessions or just the last one?

Board Member:

Kimberly Sturgill - Yes, he has been present at many meetings.

Public:

Carolyn Abt - Why was Mrs. Gibson not permitted prior to this meeting to speak to the Board in executive session.

Board Member:

Kimberly Sturgill - It was the Board's understanding she would be speaking to the Board during executive session tonight.

Andy Gibson – Did any Board member recuse themselves from executive session discussion?

Board Member:

Kimberly Sturgill – Yes.

Public:

Anne Moore – I have some comments to share regarding Mrs. Gibson.

Board Member:

Kimberly Sturgill – Recommended that Ms. Moore speak with Mr. White.

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Public:

Delia Blackburn - How can a student proceed with scheduling if the Course Guide is being tabled and not approved?

Superintendent:

Daniel White - The scheduling process will not be hindered and delayed as this will be on the next agenda for approval regarding that prerequisite is changed with the Home Remodeling Course.

#### **EXECUTIVE SESSION #24-12-07**

Moved by O'Boyle, second by Wakefield 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, Wakefield, Stang, Maiden, Sturgill

Motion carried.

Executive Session 7:30 p.m. Return to Open Session 11:43 p.m.

#### **SUSPENSION APPEAL #24-12-08**

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 Wakefield to overturn the suspension of Saleana Hottenrott. The motion passed unanimously.

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

Motion carried.

#### **SUSPENSION APPEAL #24-12-09**

Upon return to public session, the Board considered an appeal to a Middle School student suspension. A motion was made by Board Vice President O'Boyle and seconded by Board Member Wakefield to uphold the suspension of Brayden Strong. The motion passed unanimously.

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

Motion carried.

#### **ADJOURNMENT #24-12-10**

Moved by O'Boyle, second by Stang to adjourn the Regular Meeting at 11:46 p.m.

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

Motion carried.

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Kimberly Sturgill, President

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Adam Hines, Treasurer/CFO