

## RECORD OF PROCEEDINGS

### MINUTES OF KEYSTONE BOARD OF EDUCATION

#### REGULAR MEETING HELD FEBRUARY 20, 2024

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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.

Patricia Wakefield called the meeting to order at 6:00 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, Gina Gibson, Tera Thomas, Kristen Campbell, Albert Trego, Tom Moran, Josh Moran, Tammy Figula, Melissa Spence, Jen Pinzone, Renee Bartlett, Kristi Taraschke-Bell, Dominique Mason, Ian Gaul, Cassandra O'Brien, Amanda Accavallo, Kimberly Ohl, Valerie Hood, Chelsea Hood, Nicole Cassell, Jacob Haun, Delia Blackburn, Bill Robson, Kristin Kaiser, Staci Crabeels, Andy Hoops, Rhonda Smith

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

Motion to correct the agenda – Remove Item VIII Section A.8.a.

**APPROVAL OF AGENDA #24-02-01**

Moved by Sturgill, second by Stang to approve agenda as presented with corrections.

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

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

Moved by O'Boyle, second by Sturgill to dispense with the reading of the minutes of the Tax Budget Hearing, Organizational Meeting and the Regular Meeting on January 10, 2024. The minutes were distributed as required by law, and shall be approved with corrections.

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

**AUDIENCE PARTICIPATION**

**RECOGNITION AND HEARING OF VISITORS: NONE**

**PUBLIC COMMENTS/COMCERNS:**

Andy Hoops - Would like to know if there are policies or procedures for the discipline of staff or students.

Daniel White will follow up with Mr. Hoops.

Delia Blackburn - Wanted to know if the public could attend and speak at the 2/21/24 Work Session.

Patricia Wakefield answered that the public is able to attend the Work Session.

**INPUT FROM STAFF: NONE**

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD FEBRUARY 20, 2024

**BOWLING DISCUSSION:**

Tom Moran shared the history of KHS Bowling Club. Asking for the Board of Education to consider making bowling a varsity sport with two paid coaching positions (1 boys, 1 girls) for the 24-25 season.

**STAFF PRESENTATION**

**KMS COUNSELING DEPARTMENT PRESENTATION BY IAN GAUL, GINA GIBSON, AND TERA THOMAS**

**CURRICULUM CORNER**

**Amanda Goran**, Director of Curriculum and Instruction and Jennifer Pinzone, Literacy Coach

- Literacy Update

**APPROVE TREASURER/CFO FINANCIAL REPORTS  
AND RECOMMENDATIONS #24-02-03**

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

**A. APPROVE FINANCIAL REPORTS**

The Treasurer/CFO recommends approval of the financial reports, including investments for January 2024, 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
12/18/23	08/11/23	96596	69619	ANNUAL BACKFLOW, FIRE SPRINKLER, 12000GBW EQUIPMENT TRAILER	ARMOR MECHANICAL COPORATION, LLC	\$ 6,800.00
01/09/24	12/22/23	96642	69639	2ND HALF TUITION	LORAIN COUNTY BOARD OF DEVELOPMENT DISABILITIES	\$ 3,750.00
01/29/24	01/15/24	96685	69700	OCCUPATIONAL THERAPY SERVICES	OPTIMAL SCHOOL THERAPY	\$ 4,935.00
01/29/24	01/15/24	96685	69700	OCCUPATIONAL THERAPY SERVICES	OPTIMAL SCHOOL THERAPY	\$ 7,425.00

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

**APPROVE SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS #24-02-04**

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

**A. EMPLOYMENT OF PERSONNEL**

**1. ACCEPT CERTIFIED RESIGNATION**

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

- a. Anna Turner – KES Teacher – effective end of day 5/28/2024

**2. ACCEPT CLASSIFIED RESIGNATION**

The Superintendent recommends accepting the following resignation:

- a. David Bring – Night Custodian – effective end of day 3/30/2024

**3. APPROVE LEAVE OF ABSENCE REQUEST – PAMELA MINNICH**

The Superintendent recommends approving a leave of absence request for Pamela Minnich for the period on or about January 30, 2024 through on or about March 21, 2024.

**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. Danielle Dashiell – KES Special Needs Paraprofessional – effective 2/23/2024
- b. Brittney Hodkey – KES Special Needs Paraprofessional – effective 2/23/2024
- c. Alisha Wilson – KES Cashier/Cafeteria Worker – effective 2/23/2024
- d. Edward Albrecht – KMS Custodian/Maintenance – effective 3/1/2024

## RECORD OF PROCEEDINGS

### MINUTES OF KEYSTONE BOARD OF EDUCATION

#### REGULAR MEETING HELD FEBRUARY 20, 2024

---

**5. APPROVE TRANSFERS**

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

- a. Edith Mendat from KES Lunch Monitor 3.25 hours a day to KHS Cafeteria Worker 2.75 hours a day effective 1/16/24
- b. Melanie Wiseman from KES Lunch Monitor 3.25 hours a day to KMS Lunch Monitor 2.50 hours a day effective 1/31/2024

**6. 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. Ashley Zuckerman – KES Lunch Monitor – Step 0 - \$12.23/hr. - effective 1/31/2024

**7. EMPLOY CLASSIFIED SUBSTITUTE**

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. Nada Kolb  
Building Secretary - \$14.04/hr.  
Technology Assistant - \$13.40/hr.
- b. Edith Mendat  
Monitor - \$11.93/hr.

**8. 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. Bruce Broad – Assistant MS Track – Step 7 - \$3,192.80
- b. Bert Fitzgerald – Head Varsity Baseball – Step 7 - \$7,383.35
- c. Michael Mayer – Junior Varsity Baseball – Step 1 - \$2,993.25
- d. Franklin Bailey – Freshman Baseball – Step 2 - \$2,594.15
- e. Andrew Gibson – Scoreboard Operator - \$20.00 per game
- f. Scot Pataky – Scoreboard Operator - \$20.00 per game

**9. 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. Reginald Hetsler – Baseball
- b. Matthew Poling – Baseball
- c. Jeffrey Sivec – Baseball
- d. Shawn Taylor – Baseball
- e. Scott Wargo – Track

**10. NON-RENEW EXTRA DUTY PERSONNEL**

The Superintendent recommends not renewing Emilian Haitonic's contract as Head Girls Soccer Coach for the 2024-2025 school year.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD FEBRUARY 20, 2024

11. EMPLOY PLANNING AND COURSE DEVELOPMENT SUPPORT

The Superintendent recommends employing the following individual participating in Project Lead The Way Course Certification at tutor rate per the KLEA Negotiated Agreement, per time sheet, on an as needed basis for the 2023-2024 school year, up to 100 hours to be paid from Title IV Funds:

- a. David Jones Jr.

12. APPROVE SUPERINTENDENT COMMITTEE ASSIGNMENTS AND REPRESENTATIVES

The Board should consider, and nominate its members to fill the standing Superintendent Committee assignments and representatives for the 2024 calendar year.

KEEP Representative	Kimberly Sturgill
JVS Representative	Deborah Melda
Legislative Liaison	Patricia Wakefield
Student Achievement Liaison	Devin Stang
	Kimberly Sturgill
Finance/Insurance Committee	Carrie O’Boyle
	Devin Stang
Buildings & Grounds	Jennifer Maiden
	Patricia Wakefield
Wellness Committee	Carrie O’Boyle
	Patricia Wakefield
Board Policy Committee	Carrie O’Boyle
	Kimberly Sturgill

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

APPROVE OTHER BUSINESS AND SUPERINTENDENT’S  
RECOMMENDATIONS #24-02-05

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

A. APPROVE TREASURER/CFO CONTRACT

The Board recommends re-employment of Adam Hines as Treasurer/CFO for a period commencing on the 1<sup>st</sup> day of August 2024 and ending on the 31<sup>st</sup> day of July 2029 pursuant to the terms and conditions of the Treasurer/CFO’s contract as presented.

B. ACCEPT DONATIONS

The Superintendent recommends accepting the following donations:

1. Charities Aid Foundation America C/O CyberGrants LLC - \$500.00 to Keystone Local School District
2. Laurie, Paul, Becky, & Christy King - \$1,000.00 to Mr. Griswold’s classroom in honor of Wade King
3. KES PTA \$3,000.00 in Scholastic dollars to KES Library for STEM items and \$500.00 in Scholastic dollars for books to the KMS Library
4. Anita Cutler – Drum set estimated value of \$500.00 to Keystone District’s Band Program

C. 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, 2024 through June 30, 2025.

## RECORD OF PROCEEDINGS

### MINUTES OF KEYSTONE BOARD OF EDUCATION

#### REGULAR MEETING HELD FEBRUARY 20, 2024

---

- D. APPROVE AGREEMENT WITH APPLEWOOD CENTERS, INC.**  
The Superintendent recommends approving the Applewood Centers, Inc. Agreement for provision of special education and certain related services with Gerson School as presented.
- E. APPROVE AMENDED OMBUDSMAN PROGRAM ALTERNATIVE EDUCATION SERVICES AGREEMENT**  
The Superintendent recommends approving the amended Ombudsman Program Alternative Education Services Agreement for the 2023-2024 school year as presented.
- F. APPROVE AGREEMENT WITH IN HARMONY THERAPEUTIC SERVICES**  
The Superintendent recommends approving the In Harmony Therapeutic Services Agreement to provide music therapy as presented.
- G. APPROVE AGREEMENT WITH THE COMMUNITY FOUNDATION OF LORAIN COUNTY**  
The Superintendent recommends approving an agreement with the Community Foundation of Lorain for Broadening Options and Opportunities For Students Today (BOOST) Scholarship Fund as presented.
- H. APPROVE KEYSTONE LOCAL EDUCATION ASSOCIATION MOU**  
The Superintendent recommends approving the Dyslexia MOU as presented concerning the Collective Bargaining Agreement between Keystone Local Education Association and Keystone Local School District.
- I. APPROVE BUDGET EXTENTION WITH HZW ENVIRONMENTAL CONSULTANTS, LLC**  
The Treasurer recommends approving the Budget Extension with HZW Environmental Consultants, LLC for Wetland/Ecological Services as presented.
- J. APPROVE OUT OF STATE TRIP TO GATLINBURG, TENNESSEE**  
The Superintendent recommends approving an out of state field trip for Keystone High School Choir members to Gatlinburg, Tennessee on Monday, March 24, 2025 through Thursday, March 27, 2025 as presented.

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

#### APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #24-02-06

Moved by Stang second by Sturgill to adopt the following resolution.

- K. ADOPT RESOLUTION – APPROVE CONTINUED MEMBERSHIP IN THE OHSA FOR THE 2024-2025 SCHOOL YEAR**  
The Superintendent recommends adoption of the following resolution:

#### **AUTHORIZING 2024-2025 MEMBERSHIP IN THE OHIO HIGH SCHOOL ATHLETIC ASSOCIATION**

**WHEREAS**, Keystone Local School District, District IRN number: 048165 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 OHSA;

## RECORD OF PROCEEDINGS

### MINUTES OF KEYSTONE BOARD OF EDUCATION

#### REGULAR MEETING HELD FEBRUARY 20, 2024

---

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

#### **Future BOE Meetings - @ 6:00 P.M.**

1. Wednesday, March 13, 2024 – Regular Meeting – KHS Conference Room
2. Tuesday, April 9, 2024 – Regular Meeting – KHS Conference Room
3. Tuesday, May 21, 2024 – Regular Meeting – KHS Conference Room

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

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

KEEP

Kimberly Sturgill – KEEP has all of their scholarship packets out for the students.

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

Board Member:

Devin Stang - Thanks to all of the presenters and it's great to the socio-emotional support.

Kimberly Sturgill - Would like to address the operational norms for public speaking. The Board discussed leaving the Public Discussion at the beginning of the Board meetings to provide the public to voice their concerns. Other Board members expressed that they would prefer to keep public comments to 3-minute limit.

Superintendent:

Daniel White – Shared Policy EFH. Thank you for the bowling team presentation.

Public:

Nicole Cassell - Commented that the Work Session Agenda for February 21, 2024 has the Public Comment at the end of the meeting. She also asked the Board to consider the OHSAA policies in conjunction with the drug policies discussion during the Work Session.

Nikki Mason - Spoke about the benefits of having a counselor on campus in response to Mr. Gaul's presentation.



## RECORD OF PROCEEDINGS

### MINUTES OF KEYSTONE BOARD OF EDUCATION

#### REGULAR MEETING HELD FEBRUARY 20, 2024

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##### EXECUTIVE SESSION #24-02-07

Moved by O'Boyle, second by Sturgill 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: O'Boyle, Sturgill, Maiden, Stang, Wakefield  
Motion carried.

Executive Session 7:40 p.m. Return to Open Session 9:08 p.m.

##### ADJOURNMENT #24-02-08

Moved by O'Boyle, second by Sturgill to adjourn the regular meeting at 9:08 p.m.

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

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Patricia Wakefield, President

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Adam Hines, Treasurer/CFO