

KEYSTONE LOCAL SCHOOL DISTRICT

Board of Education Meeting
Keystone High School
Room 124
580 Opportunity Way
LaGrange, Ohio 44050

REGULAR MEETING

November 19, 2024
6:00 p.m.

AGENDA

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.

I. CALL TO ORDER BY PRESIDENT

A. ROLL CALL:

Roll Call: Hoops____; O’Boyle____; Stang____; Sturgill____; Wakefield____;

B. PLEDGE OF ALLEGIANCE

II. APPROVAL OF AGENDA

Moved by _____, second by _____ to

A. APPROVE AGENDA AS PRESENTED

B. APPROVE AGENDA AS PRESENTED WITH CORRECTIONS, OR

C. APPROVE AGENDA WITH ADDENDUM AS PRESENTED

Roll Call: Hoops____; O’Boyle____; Stang____; Sturgill____; Wakefield____;

III. APPROVE MINUTES OF PRIOR MEETINGS

A. APPROVE MINUTES OF PRIOR MEETINGS

Moved by _____, second by _____ to dispense with the reading of the minutes of the Regular Meeting on Tuesday, October 15, 2024. The minutes were distributed as required by law, and shall be approved as presented.

Roll Call: Hoops____; O’Boyle____; Stang____; Sturgill____; Wakefield____;

IV. SPECIAL RECOGNITION

V. AUDIENCE PARTICIPATION

A. RECOGNITION AND HEARING OF VISITORS

In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation is permitted at each meeting. If several people wish to speak, each person is allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. Each person addressing the Board will give his/her name and address.

VI. FINANCIAL REPORT BY TREASURER/CFO

A. APPROVE FINANCIAL REPORTS

The Treasurer/CFO recommends approval of the financial reports, including investments for October 2024, 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
09/26/24	09/25/24	97454	70663	SCANNING SERVICES	SC STRATEGIC SOLUTIONS, LLC	\$ 5,890.14
10/01/24	09/26/24	97472	70621	CAMP NUHOP	THE NUHOP CENTER FOR EXPERIENTAL	\$ 19,350.00
09/26/24	09/25/24	97469	70653	OCCUPATIONAL THERAPY SERVICES	OPTIMAL SCHOOL THERAPY, LLC	\$ 3,270.00
08/01/24	07/22/24	97212	70635	HS FOOTBALL HELMET RECONDITIONING	INTEGRITY SPORT TEAM SALES LLC	\$ 3,055.10
10/08/24	10/07/24	97511	70626	VISION SERVICES 24/25 SY	LORAIN COUNTY BOARD OF EDUCATION	\$ 8,111.25
10/10/24	09/30/24	97518	70713	HEALTH ASSESSMENT	MERCY HEALTH OCCUPATIONAL HEALTH	\$ 6,864.00
10/14/24	10/10/24	97525	70710	GENERAL PRESCHOOL	LORAIN COUNTY BOARD OF EDUCATION	\$ 84,471.63
10/21/24	08/06/24	97546	70699	BOYS GOLF KEYSTONE INVITATIONAL	GREY HAWK GOLF LLC	\$ 3,500.00
10/16/24	10/11/24	97532	70694	WILLOW CREEK & PRENTISS	EDUCATIONAL SERVICE CENTER OF NORTHEAST OHIO	\$ 24,510.00
10/30/24	10/16/24	97580	70758	LITERARY SERVICES	LORAIN COUNTY BOARD OF EDUCATION	\$ 9,100.00
10/30/24	10/16/24	97581	70758	GENERAL SERVICES AGREEMENT -MATH	LORAIN COUNTY BOARD OF EDUCATION	\$ 4,670.00
11/05/24	11/01/24	97599	70807	TUITION AND TRANSPORTATION	SPECTRUM CONSULTING SERVICES LLC	\$ 15,300.00
11/05/24	11/01/24	97599	70807	TUITION AND TRANSPORTATION	SPECTRUM CONSULTING SERVICES LLC	\$ 15,300.00
11/01/24	10/01/24	97603	70822	PUBLIC SCHOOL WORKS	WORKS INTERNATIONAL, LLC	\$ 4,780.00
08/22/24	04/15/24	97307	70808	STUDY ISLAND/EDMENTUM	EDMENTUM, INC.	\$ 10,350.02

D. APPROVE PURCHASE OF SCHOOL VAN

The Treasurer/CFO recommends approving the purchase of a 2025 Kia Carnival 8 passenger minivan from Montrose Kia.

Moved by _____, second by _____ that the foregoing recommendations be approved.

Roll Call: Hoops____; O’Boyle____; Stang____; Sturgill____; Wakefield____;

VII. SUPERINTENDENT REPORTS AND RECOMMENDATIONS

Items Requiring Board Action

A. EMPLOYMENT OF PERSONNEL

1. ACCEPT CLASSIFIED RESIGNATIONS

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

- a. John Barlow – KES Cleaner – effective end of day 12/30/2024
- b. Yvonne Gnagy – Superintendent’s Assistant – effective end of day 5/31/2025

2. ACCEPT RESIGNATION

The Superintendent recommends accepting the resignation of the following individual:

- a. Tiffany Peery – Permanent Substitute – effective end of day 11/8/2024

3. EMPLOY 2024-2025 CLASSIFIED STAFF

The Superintendent recommends hiring the following classified individuals 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 2024-2025 school year:

- a. Tiffany Peery – KHS Special Needs Paraprofessional – Step 0 - \$12.62/hr. – effective 11/11/2024
- b. Christine Conrad – KES Lunch Monitor – Step 0 - \$12.62/hr. – effective 11/12/2024
- c. Rochelle Best – KES Lunch Monitor – Step 0 - \$12.62/hr. – effective 11/13/2024
- d. Tracey Beam – KES Lunch Monitor – Step 0 – \$12.62/hr. – Effective TBD

- 4. APPROVE LEAVE OF ABSENCE REQUEST – VALERIE HOOD**
The Superintendent recommends approving a leave of intermittent absence request for Valerie Hood for the period on or about November 11, 2024 through on or about December 31, 2024.
- 5. APPROVE LEAVE OF ABSENCE REQUEST – CATHERINE STRATTON**
The Superintendent recommends approving a leave of intermittent absence request for Nicole Stratton for the period on or about October 16, 2024 through on or about October 15, 2025.
- 6. APPROVE LEAVE OF ABSENCE REQUEST – ELIZABETH BRANCO**
The Superintendent recommends approving a leave of intermittent absence request for Elizabeth Branco for the period on or about November 14, 2024 through on or about December 20, 2024.
- 7. EMPLOY CLASSIFIED SUBSTITUTE**
The Superintendent recommends employment of the following 2024-2025 classified substitute for the positions and hourly rates noted, pending all record checks and completion of state and local requirements:

 - a. Angela Hartley
Monitor - \$12.32/hr.
Building Secretary - \$14.47/hr.
Superintendent’s Secretary - \$21.39/hr.
- 8. EMPLOY PERMANENT SUBSTITUTE TEACHERS**
The Superintendent recommends employing permanent substitute teachers during the first semester of the 2024-2025 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. Benjamin Kirschner – effective 11/13/2024
- 9. RESCIND 2024-2025 EXTRA DUTY PERSONNEL**
The Superintendent recommends rescinding of the following individual on an extra duty contract for the 2024-2025 school year:

 - a. Michael Schade – Assistant Varsity Wrestling (50%) - Step 1 - \$1,438.74
- 10. RESCIND 2024-2025 VOLUNTEER**
The Superintendent recommends rescinding of the following individual as a volunteer for the 2024-2025 school year:

 - a. John McCardle - Wrestling

11. EMPLOY 2024-2025 EXTRA DUTY PERSONNEL

The Superintendent recommends employment of the following individuals on extra duty contracts for the 2024-2025 school year, pending all record checks and completion of state and local requirements, up to maximum salary:

- a. Benjamin Bill – Assistant Varsity Wrestling (50%) – Step 3 –\$1,644.28
- b. John McCardle – Assistant Varsity Wrestling (50%) - Step 1 - \$1,438.74
- c. Michael Griswold – Head Middle School Wrestling – Step 7 - \$4,727.30
- d. Jacob Kolar – Head Freshman Boys’ Basketball – Step 6 - \$3,905.16
- e. Shawn Reed – Head 7th Grade Boys’ Basketball – Step 7 - \$4,316.23
- f. Lisa Medvetz - Head 7th Grade Girls’ Basketball - Step 7 – \$4,316.23
- g. Brooke Creak – Junior Varsity Cheerleader Advisor – Winter – Step 3 - \$1,644.28
- h. Scott Schuster – Washington DC Trip - \$300.00
- i. David Jones Jr. – OHSAA Announcer – rate set by OHSAA
- j. Kristin Burden – OHSAA Ticket Taker – rate set by OHSAA
- k. Tracy Clarico – OHSAA Ticket Taker – rate set by OHSAA
- l. Staci Crabeels – OHSAA Ticket Taker – rate set by OHSAA
- m. Julie Fortune – OHSSA Ticket Taker – rate set by OHSAA
- n. Emily Nagy – OHSSA Ticket Taker – rate set by OHSAA
- o. Ashley Zuckerman – OHSSA Ticket Taker – rate set by OHSAA

12. APPROVE VOLUNTEERS

The Superintendent recommends approving the following individuals as a volunteer for the 2024-2025 school year for the position indicated, pending all record checks and completion of state and local requirements:

- a. Shannon Heffernan – Dance
- b. Allison Fenik – Gymnastics
- c. Michael Schade - Wrestling

Moved by _____, second by _____ that the foregoing recommendations be approved.

Roll Call: Hoops____; O’Boyle____; Stang____; Sturgill____; Wakefield____;

VIII. OTHER BUSINESS

A. TAX BUDGET HEARING

Motion to hold the Tax Budget Hearing for the 2025 fiscal year on Tuesday, January 14, 2025 at 6:00 p.m. in the KHS Conference Room.

B. SET 2025 ORGANIZATIONAL MEETING

Motion to set the 2025 Organizational Meeting on Tuesday, January 14, 2025 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 _____ as President Pro-Tempore for the 2025 Organizational Meeting.

D. SET JANUARY 2025 REGULAR MEETING

Motion to set the January 2025 Regular Meeting on Tuesday, January 14, 2025 immediately following the 2025 Organizational Meeting in the KHS conference room.

E. ACCEPT DONATIONS

The Superintendent recommends accepting the following donations:

1. Garrett Longacre - \$40.00 to KHS BBQ Club
2. Mason Family – Miscellaneous items valued at \$150.00 to KES

F. APPROVE AGREEMENT WITH THE EDUCATIONAL SERVICE CENTER OF LORAIN COUNTY

The Superintendent recommends approving an agreement with The Educational Service Center of Lorain County to provide translation and interpretation services through PGLS for the 2024-2025 school year as presented.

G. APPROVE MEMORANDUM OF UNDERSTANDING WITH LORAIN COUNTY SCHOOLS CRISIS COUNSELING TEAM

The Superintendent recommends approving the Memorandum of Understanding with Lorain County Schools Crisis Counseling Team to provide grief/loss counseling services to students and staff as presented.

H. APPROVE MOU WITH THE RESTORATIVE CENTER OF CLEVELAND

The Superintendent recommends approving the MOU with The Restorative Center of Cleveland relating to school-based counseling services as presented.

I. 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, 2024 through June 30, 2025 as presented.

J. APPROVE OSBA SERVICES AGREEMENT/SERVICE ADDENDUM

The Superintendent recommends approving the Service Agreement/Service Addendum with OSBA as presented.

K. APPROVE WORK SESSION MEETINGS

The Superintendent recommends approving work session meetings on an as needed basis during the 2024-2025 school year. If needed, the next Work Session Meeting will be on _____.

L. APPROVE POLICIES AND REGULATIONS

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

1. ACC – Political Commitments
2. EBBA – First Aid
3. EBCE – Protection for Reporting Safety and Fraud Violations
4. EBCE-E – Acknowledgment of Receipt of Auditor of State Fraud-Reporting System Information
5. EBCE-R – Protection for Reporting Safety and Fraud Violations
6. EDE – Computer/Online Services
7. IGAE – Health Education
8. IGAH/IGAI – Family Life Education/Sex Education
9. JED – Student Absences and Excuses
10. JEDC – Religious Expression Days
11. JHG – Reporting Child Abuse and Mandatory Training

Moved by _____, second by _____ that the foregoing recommendations be approved.

Roll Call: Hoops____; O’Boyle____; Stang____; Sturgill____; Wakefield____;

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

A. Future BOE Meetings @ 6 P.M.

1. Tuesday, December 17, 2024 – Regular Meeting – KHS Conference Room

IX. OTHER BUSINESS TO COME BEFORE THE BOARD

A. ADMINISTRATIVE REPORTS

B. SUPERINTENDENT COMMITTEE REPORTS

1. Andrew Hoops: Buildings & Grounds
2. Deborah Melda: JVS Representative
3. Carrie O'Boyle: Board Policy, Finance/Insurance & Wellness
4. Devin Stang: Student Achievement Liaison, Finance/Insurance
5. Kimberly Sturgill: KEEP, Student Achievement Liaison, Board Policy
6. Patricia Wakefield: Legislative Liaison & Wellness, Buildings & Grounds

X. EXECUTIVE SESSION

Moved by _____, second by _____ 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);
2. the purchase of property for public purposes or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair advantage to a person whose personal, private interest is adverse to the general public interest;
3. specialized details of security arrangements where disclosure of the matters discussed might reveal information that could be used for the purpose of committing, or avoiding prosecution for, a violation of the law;
4. matters required to be kept confidential by Federal law or State statutes;
5. preparing for, conducting or reviewing negotiations with public employees concerning their compensation or other terms and conditions of their employment;
6. in-person conferences with an attorney for the Board concerning disputes involving the Board that are the subject of pending or imminent court action or
7. consideration of confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets or personal financial statements of an applicant for economic development assistance, or negotiations with other political subdivisions respecting requests for economic development assistance, provided that:
 - A. the information is directly related to a request for economic development assistance that is to be provided or administered under provisions of State law authorized in Ohio Revised Code Section 121.22(G)(8)(1), or involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project and

- B. a unanimous quorum of the Board has determined by a roll-call vote the executive session is necessary to protect the interests of the applicant or possible investment or expenditure of public funds to be made in connection with the economic development project.

With action to follow or with no action to follow.

Roll Call: Hoops____; O'Boyle____; Stang____; Sturgill____; Wakefield____;

Executive Session _____ p.m. Return to Open Session _____ p.m.

XI. ADJOURNMENT

Moved by _____, second by _____ to adjourn the Regular Meeting.
(Time: _____)

Roll Call: Hoops____; O'Boyle____; Stang____; Sturgill____; Wakefield____;

Keystone Local School District
 Five Year Forecast
 November Fiscal Year 2025

Fiscal Year:	Actual 2024	2025	2026	FORECASTED 2027	2028	2029
Revenue:						
1.010 - General Property Tax (Real Estate)	7,372,873	7,873,965	8,300,918	8,359,299	8,754,805	9,100,109
1.020 - Public Utility Personal Property	2,231,873	2,260,913	2,291,383	3,931,356	2,470,907	2,491,126
1.030 - Income Tax						
1.035 - Unrestricted Grants-in-Aid	6,485,175	6,661,167	6,787,697	6,955,012	6,996,399	7,055,745
1.040 - Restricted Grants-in-Aid	496,539	404,286	356,492	287,677	277,826	251,206
1.050 - State Share-Local Property Taxes	843,333	841,461	868,532	873,516	915,253	956,979
1.060 - All Other Operating Revenues	1,272,412	1,219,152	1,183,015	1,128,029	1,106,000	1,085,589
1.070 - Total Revenue	18,702,205	19,260,945	19,788,037	21,534,889	20,521,190	20,940,754
Other Financing Sources:						
2.010 - Proceeds from Sale of Notes						
2.020 - State Emergency Loans and Adv						
2.040 - Operating Transfers-In						
2.050 - Advances-in		33,952	33,952	33,952	33,952	33,952
2.060 - All Other Financing Sources	14,466	17,923	17,923	17,923	17,923	17,923
2.070 - Total Other Financing Sources	14,466	51,875	51,875	51,875	51,875	51,875
2.080 - Total Rev & Other Sources	18,716,671	19,312,819	19,839,912	21,586,764	20,573,065	20,992,629
Expenditures:						
3.010 - Personnel Services	9,522,836	10,448,413	10,887,718	11,246,630	11,623,378	12,013,016
3.020 - Employee Benefits	3,882,682	4,346,991	4,621,809	4,855,957	5,104,280	5,366,541
3.030 - Purchased Services	2,983,029	3,373,962	3,358,567	3,466,294	3,573,972	3,681,468
3.040 - Supplies and Materials	729,464	653,754	670,097	686,850	704,021	721,622
3.050 - Capital Outlay	143,970	353,852	357,659	360,024	362,425	364,861
Intergovernmental & Debt Service						
4.300 - Other Objects	481,513	481,890	491,527	501,358	511,385	521,613
4.500 - Total Expenditures	17,743,493	19,657,861	20,387,378	21,117,113	21,879,460	22,669,120
Other Financing Uses						
5.010 - Operating Transfers-Out	254,829	693,905	75,000	75,000	75,000	75,000
5.020 - Advances-Out	33,952	0	0	0	0	0
5.030 - All Other Financing Uses						
5.040 - Total Other Financing Uses	288,782	693,906	75,000	75,000	75,000	75,000
5.050 - Total Exp and Other Financing Uses	18,032,275	20,351,766	20,462,378	21,192,114	21,954,461	22,744,120
6.010 - Excess of Rev Over/(Under) Exp	684,396	(1,038,947)	(622,466)	394,650	(1,381,395)	(1,751,491)
7.010 - Cash Balance July 1 (No Levies)	10,826,801	11,511,201	10,472,254	9,849,788	10,244,438	8,863,042
7.020 *Cash.Balâ - célJné"30!(No Levies)? .?"'"'.l'	11,511,201	10,472,254	9,849,788	10,244,438	18,863,042	17,111,551
8.010 - Estimated Encumbrances June 30	332,007	125,000	125,000	125,000	135,000	125,000
9.080 - Reservations Subtotal						
10.010 - Fund Bal June 30 for Cert of App	11,179,194	10,347,254	9,724,788	10,119,438	8,738,042	6,986,551
Rev from Replacement/Renewal Levies						
11.010 & 11.020 - Renewal Levies						
11.030 - Cumulative Balance of Levies						
12.010 - Fund Bal June 30 for Cert of Obligations	11,179,194	10,347,254	9,724,788	10,119,438	8,738,042	6,986,551
Revenue from New Levies						
13.010 & 13.020 - New Levies						
13.030 - Cumulative Balance of New Levies						
15.010 - Unreserved Fund Balance June 30	11,179,194	10,347,254	9,724,788	10,119,438	8,738,042	6,986,551