

**KEYSTONE LOCAL SCHOOL DISTRICT**

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

**REGULAR MEETING**

February 18, 2025  
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\_\_\_\_; Sturgill\_\_\_\_; Wakefield\_\_\_\_; Stang\_\_\_\_\_;

**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\_\_\_\_; Sturgill\_\_\_\_; Wakefield\_\_\_\_; Stang\_\_\_\_\_;

**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 Tax Budget Hearing, Organizational Meeting and the Regular Meeting on January 14, 2025 and the Work Session Meeting on January 28, 2025. The minutes were distributed as required by law, and shall be approved as presented.

Roll Call: Hoops\_\_\_\_; O’Boyle\_\_\_\_; Sturgill\_\_\_\_; Wakefield\_\_\_\_; Stang\_\_\_\_\_;

**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 January 2025, 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
12/17/24	11/15/24	97724	71028	BOWLING - NORTH SHORE FEES	NORTH SHORE HIGH SCHOOL BOWLING INC	\$ 4,025.00
01/09/25	12/19/24	97760	71065	TUITION	LORAIN COUNTY BOARD OF DEVELOPMENTAL DISABILITIES	\$ 7,771.44
01/14/25	12/13/24	97769	71069	STANDARD POLICY SERVICES	OHIO SCHOOL BOARDS ASSOCIATION	\$ 5,750.00
01/27/25	11/25/24	97777	71097	SPECIAL EDUCATION LEGAL SERVICES	GINGO & BAIR LAW, LLC	\$ 8,060.00
01/28/25	01/24/25	97782	71126	CONSTRUCTION FOR NEW BALLFIELDS	SWEET MEADOW FARM DRAINAGE LLC	\$ 349,110.00
01/29/25	01/10/25	97828	997828	2024 WORKERS COMP PREMIUM	STATE OF OHIO BUREAU OF WORKERS COMP	\$ 53,167.00

Moved by \_\_\_\_\_, second by \_\_\_\_\_ that the foregoing recommendations be approved.

Roll Call: Hoops\_\_\_\_; O’Boyle\_\_\_\_; Sturgill\_\_\_\_; Wakefield\_\_\_\_; Stang\_\_\_\_\_;

## **VII. SUPERINTENDENT REPORTS AND RECOMMENDATIONS**

Items Requiring Board Action

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

#### **1. ACCEPT CERTIFIED RESIGNATION**

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

- a. Tracy Clarico – KHS Teacher – effective end of day 5/30/2025

#### **2. ACCEPT RESIGNATIONS**

The Superintendent recommends accepting the resignation of the following individuals:

- a. Michael Mayer Jr. – Junior Varsity Baseball Coach – effective end of day 1/30/2025
- b. Stacey Ludlam – KES Cleaner – effective end of day 2/28/2025
- c. Nicole Reaser – Transportation Secretary – effective end of day 2/28/2025

#### **3. EMPLOY 2024-2025 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 2024-2025 school year:

- a. Amy Sullivan – KHS Special Needs Paraprofessional – Step 5 - \$15.06/hr. – effective 2/10/2025

#### **4. APPROVE ADMINISTRATIVE CONTRACT**

The Superintendent recommends renewal of the following administrative contract as indicated, effective July 1, 2025.

- a. Amanda Goran – Curriculum Director - 260 Days, Five (5) years – Step 5

#### **5. APPROVE ADMINISTRATIVE CONTRACTS**

The Superintendent recommends renewal of the following administrative contracts as indicated, effective August 1, 2025.

- a. Loren Allison – KHS Assistant Principal – 210 Days, Three (3) years – Step 1
- b. Taylor Brouse – KES Assistant Principal – 210 Days, Three (3) years – Step 2

**6. APPROVE EXPIRING CONTRACT NOTIFICATION**

The Superintendent recommends that the Treasurer be authorized under ORC 3319.02, to give written notice to the following administrators, whose contract will expire July 31, 2025. He/she may request a meeting with the Board of Education by giving the Treasurer written notice at least 24 hours before the Board's regular meeting to be held in March 2025.

- a. Jody White

**7. APPROVE LEAVE OF ABSENCE REQUEST – STEFFANIE BYNUM**

The Superintendent recommends approving a leave of absence request for Steffanie Bynum for the period on or about February 6, 2025 through on or about March 21, 2025.

**8. APPROVE LEAVE OF ABSENCE REQUEST – PATRICIA GONDA**

The Superintendent recommends approving a leave of absence request for Patricia Gonda for the period on or about February 7, 2025 through on or about February 13, 2025.

**9. APPROVE LEAVE OF ABSENCE REQUEST – BROOKE CREAK**

The Superintendent recommends approving an intermittent leave of absence request for Brooke Creak for the period on or about February 11, 2025 through on or about February 11, 2026.

**10. EMPLOY CLASSIFIED SUBSTITUTES**

The Superintendent recommends employment of the following 2024-2025 classified substitutes for the positions and hourly rates noted, pending all record checks and completion of state and local requirements:

- a. Shayna Adkins

Monitor - \$12.32/hr. – effective 1/27/2025

Paraprofessional – Library - \$12.56/hr.

Paraprofessional – Special Needs - \$12.32/hr. – effective 1/28/2025

- b. Stacey Ludlam

Cleaner - \$11.86/hr.

**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. Jeffrey Holzhauer - Head Varsity Track – Step 7- \$7,604.79
- b. Bruce Broad – Assistant MS Track – Step 7 - \$3,288.56
- c. Richard Marcucci – Junior Varsity Softball – Step 7 - \$4,727.30
- d. Olivia Edgell – Freshman Softball – Step 1 - \$2,466.42
- e. Bert Fitzgerald – Head Varsity Baseball – Step 7 - \$7,604.79
- f. Rochelle Best – Ticket Taker - \$20.00 Per Game

**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. Shawn Adkins - Baseball
- b. Shelby Fortune – Softball
- c. William Scherer – Softball

Moved by \_\_\_\_\_, second by \_\_\_\_\_ that the foregoing recommendations be approved.

Roll Call: Hoops\_\_\_\_; O’Boyle\_\_\_\_; Sturgill\_\_\_\_; Wakefield\_\_\_\_; Stang\_\_\_\_\_;

**VIII. OTHER BUSINESS**

**A. APPROVE 2025-2026 DISTRICT CALENDAR**

The Superintendent recommends approving the 2025-2026 Keystone Local Schools district calendar (Attachment A) as presented.

**B. 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, 2025 through June 30, 2026.

**C. APPROVE PARTNERSHIP WITH CUYAHOGA COMMUNITY COLLEGE FOR COLLEGE CREDIT PLUS PARTNERSHIP**

The Superintendent recommends approving the College Credit Plus Memorandum of Understanding Agreement with Cuyahoga Community College as presented effective July 1, 2025 through June 30, 2026.

**D. 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.

**E. APPROVE BEHAVIORAL SERVICES AGREEMENT WITH ABA OUTREACH SERVICES**

The Superintendent recommends approving the Behavioral Services Agreement for the 2025-2026 school year with ABA Outreach Services as presented.

**F. 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 \_\_\_\_\_.

Moved by \_\_\_\_\_, second by \_\_\_\_\_ that the foregoing recommendations be approved.

Roll Call: Hoops\_\_\_\_; O'Boyle\_\_\_\_; Sturgill\_\_\_\_; Wakefield\_\_\_\_; Stang\_\_\_\_;

**G. ADOPT RESOLUTION – APPROVE CONTINUED MEMBERSHIP IN THE OHSAA FOR THE 2025-2026 SCHOOL YEAR**

The Superintendent recommends adoption of the following resolution:

**AUTHORIZING 2025-2026 MEMBERSHIP IN THE OHIO HIGH SCHOOL ATHLETIC ASSOCIATION**

**WHEREAS**, Keystone Local School District, District IRN number: 048165 of 531 Opportunity Way, 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 OHSAA;

**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, General/Sport-specific 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, General/Sport-specific 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, General/Sport-specific 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.

Moved by \_\_\_\_\_ second by \_\_\_\_\_ to approve the above resolution.

Roll Call: Hoops\_\_\_\_; O’Boyle\_\_\_\_; Sturgill\_\_\_\_; Wakefield\_\_\_\_; Stang\_\_\_\_\_;

**H. AUTHORIZATION TO PURCHASE FROM SCHOOL BUS BIDS RECEIVED BY OHIO SCHOOLS COUNCIL**

The Superintendent recommends adoption of the following resolution:

**WHEREAS**, the Keystone Local School District is a member of the Ohio Schools Council. On November 1, 2024, the Ohio Schools Council received bids for school buses on behalf of its members. The Keystone Local Schools Board of Education authorizes the purchase of one (1) seventy-two passenger conventional school bus chassis and bodies that were bid through the Ohio Schools Council.

**THEREFORE, BE IT RESOLVED** the Keystone Local Schools Board of Education wishes to purchase one (1) seventy-two passenger conventional school bus chassis and bodies from the bids received through the Ohio Schools Council on November 1, 2024.

Moved by \_\_\_\_\_, second by \_\_\_\_\_ to approve the above resolution.

Roll Call: Hoops\_\_\_\_; O’Boyle\_\_\_\_; Sturgill\_\_\_\_; Wakefield\_\_\_\_; Stang\_\_\_\_\_;

**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, March 11, 2025 – Regular Meeting – 6:00 p.m.
2. Tuesday, April 15, 2025 – Regular Meeting – 6:00 p.m.
3. Tuesday, May 13, 2025 – Regular Meeting – 6:00 p.m.

**B. Policies and Regulations – Discussion**

1. JEFB – Released Time for Religious Instruction

**IX. 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\_\_\_\_; Sturgill\_\_\_\_; Wakefield\_\_\_\_; Stang\_\_\_\_;

Executive Session \_\_\_\_\_ p.m. Return to Open Session \_\_\_\_\_ p.m.

**X. ADJOURNMENT**

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

Roll Call: Hoops\_\_\_\_; O’Boyle\_\_\_\_; Sturgill\_\_\_\_; Wakefield\_\_\_\_; Stang\_\_\_\_;

## KEYSTONE LOCAL SCHOOLS 2025-2026 School Calendar

<b>August '25</b>						<b>January '26</b>						
<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>	<b><u>S</u></b>	<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>	<b><u>S</u></b>	
					1	1st - New Year's Day				1	2	
22nd - Professional Development	4	5	6	7	8	5th - School Resumes	5	6	7	8	9	
25th - Staff Opening Day P/D	11	12	13	14	15	14th - 1 Hour Early Release	12	13	#14#	15	<16>	
26th - Records Day	18	19	20	21	22P	15th - End of 2nd Quarter - 45 Days	19	20	21	22	23	
27th - First Day for Grades 1- 12	25P	<26>	*27*	28	29	16th - Records Day	26	27	28	29	30	
						19th MLK Day						
<b>September '25</b>						<b>February '26</b>						
<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>	<b><u>S</u></b>	<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>	<b><u>S</u></b>	
1st - Labor Day	1	^2^	3	4	5	9th - Professional Development	2	3	4	5	6	
2nd - First Day for Kindergarten	8	9	#10#	11	12	11th - 1 Hour Early Release	9P	10	#11#	12	13	
10th - 1 Hour Early Release	15	16	17	18	19	13th - No School K-12	16	17	18	19	20	
	22	23	24	25	26	16th - Presidents' Day	23	24	25	26	27	
29th - Professional Development	29P	30										
<b>October '25</b>						<b>March '26</b>						
<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>	<b><u>S</u></b>	<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>	<b><u>S</u></b>	
8th - 1 Hour Early Release			1	2	3		2	3	4	5	6	
10th - NEOEA Day	6	7	#8#	9	10	11th - 1 Hour Early Release	9	10	#11#	12	13	
	13	14	15	16	17	20th - End of 3rd Quarter - 41Days	16	17	18	19	20	
24th - End of 1st Quarter - 40 Days	20	21	22	23	24	23rd - 27th Spring Break	23	24	25	26	27	
	27	28	29	30	31		30	31				
<b>November '25</b>						<b>April '26</b>						
<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>	<b><u>S</u></b>	<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>	<b><u>S</u></b>	
3rd - Professional Development	3P	4	5	6	7	3rd - Good Friday			1	2	3	
12th - 1 Hour Early Release	10	11	#12#	13	14	6th - Easter Monday	6	7	#8#	9	10	
	17	18	19	20	21	8th - 1 Hour Early Release	13	14	15	16	17	
26th - 28th - Thanksgiving Break	24	25	26	27	28		20	21	22	23	24	
							27	28	29	30		
<b>December '25</b>						<b>May '26</b>						
<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>	<b><u>S</u></b>	<b><u>M</u></b>	<b><u>T</u></b>	<b><u>W</u></b>	<b><u>T</u></b>	<b><u>F</u></b>	<b><u>S</u></b>	
	1	2	3	4	5	13th - 1 Hour Early Release					1	
	8	9	10	11	12	25th - Memorial Day	4	5	6	7	8	
	15	16	17	18	19	28th - Last Day for All Students	11	12	#13#	14	15	
Dec. 22nd - Jan 2nd Winter Break	22	23	24	25	26	28th - End of 4th Quarter - 41Days	18	19	20	21	22	
	29	30	31			29th - Records Day/Teachers Last Day	25	26	27	^*28*^	<29>	
<b>KEY</b>						<b>HOURS</b>						
First/Last Day for Grades 1-12						**	<b>KHS: 7:28 a.m. - 2:28 p.m.</b> <b>KMS: 7:40 a.m. - 2:40 p.m.</b> <b>KES: 9:00 a.m. - 3:30 p.m.</b>					
First/Last Day for Kindergarten						^^						
No School for Students						#						
1 Hour Early Release						< >						
Teacher Inservice/Record Day - No Students						P						
Holiday						P						
Professional Development - No Students						P						