

KEYSTONE LOCAL SCHOOL DISTRICT

Board of Education Meeting

Keystone High School

Room 124

580 Opportunity Way

LaGrange, Ohio 44050

REGULAR MEETING

May 13, 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 Regular Meeting on Tuesday, April 15, 2025, and the Work Session Meeting on Tuesday, April 22, 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

A. DISTRICT RECOGNITION

B. ADOPT RETIREMENT COMMENDATIONS

The Superintendent recommends adopting retirement commendations for the following individuals (Attachment A):

1. Tracy Clarico – 34 years
2. Yvonne Gnagy – 29 Years
3. Darlene Kalman – 6 Years
4. Mark Sobel – 34 Years

V. KHS BUILDING LEADERSHIP TEAM PRESENTATION

VI. AUDIENCE PARTICIPATION

A. RECOGNITION AND HEARING OF VISITORS

(Discussion of Agenda Items only) 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.

VII. FINANCIAL REPORT BY TREASURER/CFO

A. APPROVE FINANCIAL REPORTS

The Treasurer/CFO recommends approval of the financial reports, including investments for April 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
04/21/25	04/23/25	98037	71458	CONSTRUCTION FOR NEW BALLFIELDS	SWEET MEADOW FARM DRAINAGE LLC	\$ 169,513.20

C. FISCAL YEAR 2025 TRANSFERS

The Treasurer/CFO recommends the following Transfers:

From:	To:	Amount:
General Fund (001)	Permanent Improvement (003)	\$693,905.00
General Fund (001)	Athletics (300)	\$ 17,096.43

D. APPROVE FIVE YEAR FORECAST REVISION AND ASSUMPTIONS

The Treasurer/CFO recommends approval of the Five-Year Forecast revision and assumptions as presented.

E. APPROVE 2025-2026 STUDENT ACCIDENT INSURANCE PLANS

The Treasurer/CFO recommends awarding the student accident insurance plans for the 2025-2026 school year to Guarantee Trust Life Insurance Company with local agent, Love Insurance Agency.

F. APPROVE FRAUD PRODUCTS SERVICE AGREEMENT WITH BONEFISH SYSTEMS, LLC

The Treasurer/CFO recommends approving the Fraud Products Service Agreement with Bonefish Systems, LLC as presented.

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

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

VIII. SUPERINTENDENT REPORTS AND RECOMMENDATIONS

Items Requiring Board Action

A. EMPLOYMENT OF PERSONNEL

1. ACCEPT RESIGNATIONS

The Superintendent recommends accepting the resignation of the following individuals:

- a. Hannah Bevelacqua – KHS Interventions Specialist – effective end of day 5/30/2025
- b. Christine Conrad – KES Lunch Monitor – effective end of day 5/29/2025
- c. Kelly Marxen – KES Intervention Specialist – effective end of day 8/7/2025
- d. Sarah McCall – Sophomore Class Advisor – effective end of day 5/29/2025
- e. Rochelle Best – KES Lunch Monitor – effective end of day 5/29/2025

2. SALARY RECLASSIFICATION – CERTIFIED

The Superintendent recommends the following change in salary schedule placement for the 2025-2026 school year due to continuing education.

- a. Kimberly Tafa from MA+15 to MA+30 – Step 12

3. EMPLOY 2025-2026 CERTIFICATED/LICENSED STAFF

The Superintendent recommends employment of the following individual on a limited one (1) year contract commencing with the 2025-2026 school year, subject to completion of all state and local requirements, compensation as per appropriate salary schedule (ORC 3319.11):

- a. Julia Egan – KMS School Counselor – Step 3 MA - \$53,054.00

4. APPROVE TRANSITION DAYS

The Superintendent recommends approval for the following staff member for transition days, not to exceed 3 days, at the employee’s per diem basis, per time sheet, between August 1, 2025 and August 21, 2025:

- a. Julia Egan

5. APPROVE CLASSIFIED CONTINUING CONTRACT

The Superintendent recommends granting a continuing contract to the following individual as they have successfully completed an eighteen-month probationary period:

- a. Melanie Wiseman – KMS Lunch Monitor – effective 5/27/2025

6. 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. Joseph Prezenkowski – Bus Mechanic – Step 5 - \$20.96/hr. – effective May 5, 2025

7. EMPLOY CLEANER TRAINEE

The Superintendent recommends employing Mark Lacko as a Cleaner Trainee for fifteen hours per week, and for additional time, as needed, determined by the Maintenance Supervisor, at minimum wage effective July 1, 2025 through June 30, 2026.

8. APPROVE SUMMER GROUNDS TRAINEE

The Superintendent recommends employing the following individual as a Summer Grounds Trainee, pending all record checks and completion of state and local requirements, no more than 14.75 hours per week effective May 1, 2025 through June 30, 2025 at minimum wage:

- a. Bryar Poling

9. APPROVE SUMMER GROUNDS TRAINEE

The Superintendent recommends employing the following individual as a Summer Grounds Trainee, pending all record checks and completion of state and local requirements, no more than 25.00 hours per week effective July 1, 2025 through September 1, 2025 at minimum wage:

- a. Bryar Poling

10. APPROVE ADMINISTRATIVE CONTRACT

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

- a. Therese Jackson – Transportation Supervisor - 260 Days, Two (2) years – Step 8

11. APPROVE LEAVE OF ABSENCE REQUEST – CHELSEY MIRTO

The Superintendent recommends approving a leave of absence request for Chelsey Mirto for the period on or about August 29, 2025 through on or about November 20, 2025.

12. APPROVE LEAVE OF ABSENCE REQUEST – YVONNE GNAGY

The Superintendent recommends approving a leave of absence request for Yvonne Gnagy for the period on or about May 7, 2025 through on or about May 23, 2025.

13. APPROVE LEAVE OF ABSENCE REQUEST – TARA ODY

The Superintendent recommends approving a leave of absence request for Tara Ody for the period on or about May 9, 2025 through on or about May 19, 2025

14. APPROVE VOLUNTEER

The Superintendent recommends approving the following individual 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. Emma Miller - Softball

15. EMPLOY CLASSIFIED SUBSTITUTES

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

- a. Shayna Adkins
Building Secretary - \$14.47/hr. effective – 3/18/25
- b. Donna Hauser
Cafeteria - \$12.98/hr.
Monitor - \$12.32/hr.
Paraprofessional – Special Needs - \$12.32/hr.

16. EMPLOY SUMMER INTERVENTION INSTRUCTORS

The Superintendent recommends employing the following individuals as a Summer Intervention Instructor Mondays – Thursdays between the period of June 9, 2025 thru June 26, 2025, at tutor rate, per the KLEA Negotiated Agreement, per time sheet:

- a. Rebecca Reed
- b. Amanda Smith
- c. Chelsea Yates

17. EMPLOY SUMMER INTERVENTION CREDIT RECOVERY INSTRUCTOR

The Superintendent recommends employing the following individual as a Summer Intervention Credit Recovery Instructor between the period of June 2, 2025 thru July 25, 2025, not to exceed 4 hours a day, 2 times per week, at tutor rate, per the KLEA Negotiated Agreement, per time sheet:

- a. Dawn Morris

18. EMPLOY SUMMER INTERVENTION CREDIT RECOVERY INSTRUCTOR

The Superintendent recommends employing the following individual as a Summer Intervention Credit Recovery Instructor between the period of August 4, 2025 thru August 15, 2025 at tutor rate, per KLEA Negotiated Agreement, per time sheet:

- a. Kevin Fox

19. APPROVE CERTIFIED SUBSTITUTE RATES

The Superintendent recommends approval of the following certified substitute rates effective for the 2025-2026 school year:

- a. \$60.00 per half day
- b. \$120.00 per day

20. APPROVE CERTIFIED PERMANENT SUBSTITUTE RATES

The Superintendent recommends approval of the following certified permanent substitute rates effective for the 2025-2026 school year:

- a. \$65.00 per half day
- b. \$130.00 per day

21. APPROVE CERTIFIED LONG-TERM SUBSTITUTE RATES

The Superintendent recommends approval of the following certified long-term substitute rates effective for the 2025-2026 school year:

- a. \$65.00 per half day
- b. \$130.00 per day

22. APPROVE CLASSIFIED SUBSTITUTE RATES

The Superintendent recommends approval of the following classified substitute rates effective 7/1/2025:

- a. Bus Driver: \$18.31
- b. Bus Mechanic: \$18.80
- c. Cafeteria: \$14.41
- d. Cleaner: \$13.26
- e. Custodian/Maintenance: \$17.52
- f. Monitor: \$13.73
- g. Paraprofessional: \$13.98
- h. Building Secretary: \$15.94
- i. Technology Assistant: \$15.28

23. APPROVE 2025-2026 EXTENDED DAYS CONTRACTS

The Superintendent recommends approving the following listed individuals for extended day contracts for the 2025-2026 school year for the days indicated at the employee's per diem basis with documentation of days worked:

- a. Paula Perhot – Website Maintenance – up to 21 days
- b. Paula Perhot – District Communications – up to 14 days
- c. Suzanne Atkinson – KHS School Counselor – up to 14 days
- d. Patrick Gallion – KHS School Counselor – up to 14 days
- e. Julia Egan - KMS School Counselor – up to 10 days
- f. Cathleen Walker Babinec – District Psychologist – up to 10 days

24. EMPLOY ESY SERVICES INSTRUCTORS

The Superintendent recommends employing the following individuals as an ESY Services Instructor between the period of June 2, 2025 thru August 15, 2025, at tutor rate per the KLEA Negotiated Agreement, per time sheet:

- a. Kaitlin Bulger – not to exceed 9 hours
- b. Kelli Doran – not to exceed 17 hours
- c. Frances McConnell – not to exceed 6 hours
- d. Chelsey Mirto – not to exceed 13 hours

25. EMPLOY ESY SERVICES INSTRUCTOR

The Superintendent recommends employing the following individual as an ESY Services Instructor between the period of June 10, 2025 thru July 17, 2025, at tutor rate per the KLEA Negotiated Agreement, per time sheet:

- a. Kari Dove – not to exceed 18 hours

26. EMPLOY ESY SERVICES INSTRUCTOR

The Superintendent recommends employing the following individual as an ESY Services Instructor between the period of August 5, 2025 thru August 7, 2025, at tutor rate per the KLEA Negotiated Agreement, per time sheet:

- a. Tracy Abfall – not to exceed 9 hours

27. EMPLOY ESY SUPPORT SERVICES

The Superintendent recommends employing the following individuals as an ESY Support Services between the period of June 10, 2025 thru August 7, 2025, at their hourly rate, per time sheet:

- a. Amy Sullivan – not to exceed 27 hours
- b. Emily Wakefield – not to exceed 27 hours

28. APPROVE DIRECT ONE ON ONE PARAPROFESSIONAL SUPPORT

The Superintendent recommends approval for the following staff member participating in a direct one on one paraprofessional support for a student so they can participate in the school's choir concert, not to exceed 2 hours at their hourly rate, per time sheet:

- a. Emily Wakefield

29. EMPLOY SUPERINTENDENT’S ASSISTANT

The Superintendent recommends hiring the following individual for the Superintendent’s Assistant position and hourly rate as noted, pending all record checks and completion of state and local requirements.

- a. Emily Dempster – 260 days, 7.50 hours per day, Step 2 - \$22.54/hr. effective May 19, 2025

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

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

IX. OTHER BUSINESS

A. ACCEPT DONATIONS

The Superintendent recommends accepting the following donations:

- 1. Anonymous - \$20.00 to the Breakfast/Lunch Assistance Program – Keystone Kares.
- 2. LaGrange Lions Club - \$500.00 to KMS PBIS Program

B. APPROVE OUT OF STATE TRIP TO ORLANDO FLORIDA

The Superintendent recommends approving an out of state field trip for Keystone High School Band Members to Orlando, Florida during the period of Saturday, March 21, 2026, through Wednesday, March 25, 2026.

C. 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 for the 2024-2025 school year as presented.

D. APPROVE AGREEMENT WITH LORAIN COUNTY PUBLIC HEALTH DEPARTMENT

The Superintendent recommends approving the Lorain County Public Health Agreement for nursing services to be provided during a school sanctioned field trip, Camp Nuhop, from Tuesday, September 23, 2025 through Friday, September 26, 2025 as presented.

- E. AGREEMENT FOR OHIO MEDICAID SCHOOL PROGRAM SERVICES**
The Treasurer/CFO recommends approval of the Agreement for Ohio Medicaid School Program Services with Weswurd, LLC to assist the District in obtaining reimbursement for Medicaid eligible expenses incurred under the Ohio Medicaid Program for claims with dates of service from July 1, 2025 to June 30, 2028 as presented.
- F. APPROVE LCCC MEMORANDUM OF UNDERSTANDING**
The Superintendent recommends approving the Memorandum of Understanding Agreement with Lorain County Community College for the Direct Admission Program as presented effective May 13, 2025 through June 30, 2027.
- G. APPROVE AGREEMENT WITH MENTAL HEALTH, ADDICTION AND RECOVERY (MHARS) BOARD OF LORAIN COUNTY**
The Superintendent recommends approving the Mental Health, Addiction and Recovery (MHARS) Board of Lorain County Agreement for the 2025-2026 school year as presented.
- H. APPROVE SPECIAL EDUCATION CONTRACTS**
The Superintendent recommends approving the following special education service contracts for the 2025-2026 school year as presented:
1. PEP
 2. Education Alternatives – Service Agreement
 3. Education Alternatives – Student Transportation Agreement
- I. APPROVE BETTERLESSON CONTRACT**
The Superintendent recommends approving the BetterLesson service contract effective May 1, 2025 through June 30, 2026 as presented.
- J. APPROVE DILIGENT CORPORATION CONTRACT**
The Superintendent recommends approving the Diligent Corporation service contract effective July 1, 2025 through June 30, 2026 as presented.
- K. APPROVE RIPCHO STUDIO, INC. CONTRACT**
The Superintendent recommends approving the Ripcho Studio, Inc. service contract effective July 1, 2025 through June 30, 2027 as presented.

L. 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_____;

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

A. Future BOE Meetings – KHS Conference Room

1. Tuesday, June 24, 2025 – Regular Meeting – 4:00 p.m.
2. Tuesday, July 15, 2025 – Regular Meeting – 6:00 p.m.
3. Tuesday, August 12, 2025 – Regular Meeting – 6:00 p.m.

B. Policies and Regulations – Second Reading

1. BD -School Board Meetings
2. DECA – Administration of Federal Grant Funds
3. DID – Inventories
4. DJF – Purchasing Procedures
5. EBBA – First Aid
6. EDE – Computer/Online Services
7. GBH (Also JM) – Staff-Student Relations
8. IGAE – Health Education
9. IGAH/IGAI – Family Life Education/Sex Education
- 10.IGBA – Programs for Students with Disabilities
- 11.IGBL – Parent and Family Involvement in Education
- 12.IGBLA – Promoting Parental Involvement
- 13.IGCH-R (Also LEC-R) – College Credit Plus
- 14.IJ – Guidance Program
- 15.JECBB – Interdistrict Open Enrollment
- 16.JHC – Student Health Services and Requirements
- 17.JHCA – Physical Examinations of Students
- 18.JHCD-R-1 – Administering Prescription Drugs to Students
- 19.JHF – Student Safety
- 20.JHG – Reporting Child Abuse and Mandatory Training
- 21.JM (Also GBH) – Staff-Student Relations
- 22.KBA – Public’s Right to Know
- 23.LEC-R (Also IGCH-R) College Credit Plus

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____; Sturgill____; Wakefield____; Stang_____;

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 ____; Sturgill ____; Wakefield ____; Stang ____;

RESOLUTION – TRACY CLARICO

WHEREAS, Tracy Clarico has served the staff, students, and residents of the Keystone Local School District for 34 years; and

WHEREAS, Tracy Clarico has proved to be a major positive influence in the lives of hundreds of school students; and

WHEREAS, Tracy Clarico has performed an indispensable function in the effective and humane operation of the Keystone Local Schools;

THEREFORE, BE IT RESOLVED, that the Board of Education, on behalf of the staff, students, and residents of the Keystone Local School District, commend Tracy Clarico for her outstanding contribution to the growth of the children in the Keystone Local School District; and

BE IT FURTHER RESOLVED that a true copy of this resolution be delivered to Tracy Clarico.

RESOLUTION – YVONNE GNAGY

WHEREAS, Yvonne Gnagy has served the staff, students, and residents of the Keystone Local School District for 29 years; and

WHEREAS, Yvonne Gnagy has proved to be a major positive influence in the lives of hundreds of school students; and

WHEREAS, Yvonne Gnagy has performed an indispensable function in the effective and humane operation of the Keystone Local Schools;

THEREFORE, BE IT RESOLVED, that the Board of Education, on behalf of the staff, students, and residents of the Keystone Local School District, commend Yvonne Gnagy for her outstanding contribution to the growth of the children in the Keystone Local School District; and

BE IT FURTHER RESOLVED that a true copy of this resolution be delivered to Yvonne Gnagy.

RESOLUTION – DARLENE KALMAN

WHEREAS, Darlene Kalman has served the staff, students, and residents of the Keystone Local School District for 6 years; and

WHEREAS, Darlene Kalman has proved to be a major positive influence in the lives of hundreds of school students; and

WHEREAS, Darlene Kalman has performed an indispensable function in the effective and humane operation of the Keystone Local Schools;

THEREFORE, BE IT RESOLVED, that the Board of Education, on behalf of the staff, students, and residents of the Keystone Local School District, commend Darlene Kalman for her outstanding contribution to the growth of the children in the Keystone Local School District; and

BE IT FURTHER RESOLVED that a true copy of this resolution be delivered to Darlene Kalman.

RESOLUTION – MARK SOBEL

WHEREAS, Mark Sobel has served the staff, students, and residents of the Keystone Local School District for 34 years; and

WHEREAS, Mark Sobel has proved to be a major positive influence in the lives of hundreds of school students; and

WHEREAS, Mark Sobel has performed an indispensable function in the effective and humane operation of the Keystone Local Schools;

THEREFORE, BE IT RESOLVED, that the Board of Education, on behalf of the staff, students, and residents of the Keystone Local School District, commend Mark Sobel for his outstanding contribution to the growth of the children in the Keystone Local School District; and

BE IT FURTHER RESOLVED that a true copy of this resolution be delivered to Mark Sobel.