

KEYSTONE LOCAL SCHOOL DISTRICT

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

REGULAR MEETING

June 24, 2025

4:30 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, May 13, 2025. The minutes were distributed as required by law and shall be approved as presented.

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

IV. STAFF PRESENTATIONS

A. FOOD SERVICE PRESENTATION BY JODY WHITE – NUTRITIONAL STANDARDS AND YEARLY ACTIVITIES

V. SPECIAL RECOGNITION

A. DISTRICT RECOGNITION

VI. 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.

VII. FINANCIAL REPORT BY TREASURER/CFO

A. APPROVE FINANCIAL REPORTS

The Treasurer/CFO recommends approval of the financial reports, including investments for May 2025, as presented.

B. FISCAL YEAR 2025 TRANSFERS

The Treasurer/CFO recommends the following Transfers:

From:	To:	Amount:
General Fund (001)	Athletics (300)	\$42,540.19
General Fund (001)	Retirement/Severance (035)	\$88,787.91
General Fund (001)	Employee Self Ins. (024)	\$25,000.00

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	Description	Vendor	Amount
5/23/2025	5/23/2025	98090	925050	6/01/25 DEBT PAYMENTS	HUNTINGTON NATIONAL BANK	\$178,706.25
5/23/2025	5/23/2025	98090	925050	6/01/25 DEBT PAYMENTS	HUNTINGTON NATIONAL BANK	\$800.00
5/23/2025	5/23/2025	98090	925050	6/01/25 DEBT PAYMENTS	HUNTINGTON NATIONAL BANK	173,525.00

D. ADOPT FISCAL YEAR 2025 TEMPORARY APPROPRIATIONS

The Treasurer/CFO recommends adoption of the Fiscal Year 2025 Permanent Appropriations as shown. (Treasurer will provide).

E. APPROVE BAKER TILLY GROUP AGREEMENT

The Treasurer/CFO recommends the approval of an agreement with Baker Tilly Group, for scope of services work for the district from July 1, 2025 to June 30, 2026.

F. ADOPT RESOLUTION – AMEND FAMILY COST CAP

WHEREAS, the Board of Education of Keystone Local Schools is committed to supporting families in accessing educational and extracurricular opportunities;

WHEREAS, the current family cap for pay-to-participate fees, is set at \$1,200;

WHEREAS, the Board has reviewed recommendations from the administration and considered the financial impact on families;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby approves a change to the family cap cost, reducing it from \$1,200 to **\$750**, effective July 1, 2025;

BE IT FURTHER RESOLVED, that the Treasurer is directed to update all relevant financial documents and notify families of the updated cap accordingly.

G. YEAR END PROCEDURES

Approve the Treasurer/CFO to make any other necessary adjustments including, but not limited to, appropriation increases, decreases, or transfers needed to close Fiscal Year 2025.

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. SUPERINTENDENT PRESENTATION – PORTRAIT OF A WILDCAT, KEYSTONE VISION FOR THE FUTURE

B. EMPLOYMENT OF PERSONNEL

1. ACCEPT RESIGNATIONS

The Superintendent recommends accepting the resignation of the following individuals:

- a. Thomas Baracscai – Head Boys Soccer Coach – effective end of day 05/25/2025
- b. Jeffrey Ruebensaal – Varsity Assistant Football Coach – effective end of day 05/09/2025
- c. Amy Shepherd – KMS Secretary – effective end of day 06/13/2025

2. APPROVE ADMINISTRATIVE CONTRACT

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

- a. Jeffrey Holzhauer – Athletic Director - 260 Days, Two (2) years – Step 3

3. SALARY RECLASSIFICATION – ADMINISTRATIVE

The Superintendent recommends the reclassification of salaries for the following administrative team members for the 2025–2026 school year in order to support retention, equity, and continued leadership excellence within the district.

- a. Taylor Brouse – KES Assistant Principal – \$85,000.00
- b. Jody White – Food Service Supervisor – \$60,000.00
- c. Therese Jackson – Transportation Supervisor \$55,000.00
- d. Amanda Goran – Director of Curriculum & Instruction – \$110,000.00

4. 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. Melissa Knoll – KES Special Needs Paraprofessional – effective 07/03/2025

5. APPROVE 2024-2025 EXTENDED DAYS CONTRACT

The Superintendent recommends approving the following listed individual for an extended days contract for the 2024-2025 school year for the days indicated at the employee's per diem basis with documentation of days worked:

- a. Taylor Brouse – KES Assistant Principal – up to 4 days

6. APPROVE TRANSFER

The Superintendent recommends transferring the following individual for the 2025-2026 School Year:

- a. Julie Fortune from Transportation Secretary 7.5 hours a day to KMS Secretary 7.5 hours a day effective 08/06/2025

7. EMPLOY ESY SERVICES INSTRUCTOR

The Superintendent recommends employing the following individual as an ESY Services Instructor between the period of Tuesday, June 10, 2025 through August 7, 2025, at tutor rate per the KLEA Negotiated Agreement, per time sheet:

- a. Kelly Marxen – not to exceed 27 hours

8. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Superintendent recommends approval for the following staff members to complete Curriculum Planning for new ELA Curriculum up to 5 pre-approved dates for a stipend of \$130.00 per day, to be paid from Title IIA funds.

- a. Anita Cutler
- b. Suzanne Healy
- c. Donna Knight
- d. Amber Mezera
- e. Staci Rapson
- f. Emily Rossi

9. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Superintendent recommends approval for the following staff members to complete Curriculum Planning for new Spanish Curriculum on August 12, 2025, August 14, 2025, and August 19, 2025 a stipend of \$130.00 per day, to be paid from Title IIA funds.

- a. Andrea Catanzarito
- b. Jennifer Galletti

10. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Superintendent recommends approval for the following staff members to complete Curriculum Planning for mentorship curriculum planning up to 12 half-days, on pre-approved dates by administration, at the rate of \$65.00 per half day, to be paid from Title IV funds.

- a. Suzanne Atkinson
- b. Andrea Catanzarito
- c. Patrick Gallion
- d. Donald Griswold
- e. Anna Saxton

11. APPROVE PROFESSIONAL DEVELOPMENT STIPEND

The Superintendent recommends approval for the following staff member to complete State Training for new Mathematical Modeling and Reasoning course, on June 9, 2025 through June 12, 2025, at the rate of \$130.00 per day, to be paid from Title IIA funds.

- a. Anna Saxton

12. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Superintendent recommends approval of a stipend of \$65.00 per half day, not to exceed 4 days, for the following staff members for participation in TeachTown Training to be completed by August 21, 2025, to be paid from Title IIA funds.

- a. Lindsay Locke
- b. Dawn Stopa
- c. Amanda Crisler
- d. Heather Lahoski
- e. Jackson Folland

13. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Superintendent recommends approval for the following staff members to complete Curriculum Planning for new subject area curriculum, up to 2 days at a rate of \$130.00 per day, to be paid from Title IIA funds.

- a. Suzanne Healy
- b. Tara Ody

14. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Superintendent recommends approval for the following staff members to complete Curriculum Planning for new subject area curriculum, up to 1 day at a rate of \$130.00 per day, to be paid from Title IIA funds.

- a. Suzanne Healy
- b. Jennifer Wooten

15. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Superintendent recommends approval for the following staff members to complete AI training, up to 1/2 day at a rate of \$65.00 per 1/2 day, to be paid from Title IIA funds.

- a. Donald Griswold
- b. Amber Mezera

16. EMPLOY 2025-2026 HOMEBOUND INSTRUCTION TUTORS

The Superintendent recommends employment of all certified staff as homebound instruction tutors for the 2025-2026 school year commencing on July 1, 2025 through June 30, 2026 at tutor rate, per the KLEA Negotiated Agreement, per time sheet, on an as needed and approved basis.

17. APPROVE EXTENDED TIME

The Superintendent recommends employing the following classified staff member for extended time on an as needed basis up to 38.75 hours at her current hourly rate per the OAPSE Negotiated Agreement for the summer of 2025, per time sheet, in order to complete inventory on the Keystone Elementary library.

- a. Deborah Albrecht

18. EMPLOY 2025-2026 CERTIFICATED TUTORS

The Superintendent recommends employment of the following individuals on a limited one (1) year contract commencing with the 2025-2026 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. Matthew Ferraton – KMS 5.25 hours per day
- b. Kimberly Gregory – KES 5.25 hours per day
- c. Margaret Ratliff – KES 5.25 hours per day
- d. Sara Smith – KES 5.25 hours per day
- e. Kyle Trimble – KMS 5.25 hours per day

19. APPROVE CERTIFICATED TUTORS EXTENDED TIME

The Superintendent recommends employing the following certificated tutors for extended time on an as needed basis, at tutor rate per the KLEA Negotiated Agreement for the 2025-2026 school year, per time sheet.

- a. Matthew Ferraton
- b. Kimberly Gregory
- c. Margaret Ratliff
- d. Sara Smith
- e. Kyle Trimble

20. EMPLOY PERMANENT SUBSTITUTE TEACHERS

The Superintendent recommends employing permanent substitute teachers during the first semester of the 2025-2026 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. Brittany Cline
- b. Jason Dike
- c. Lisa Jones
- d. Benjamin Kirschner
- e. Richard Marcucci
- f. Anne Morrison
- g. Denise O'Dell
- h. William Porter
- i. Geri Putzier
- j. Michele Santo Domingo
- k. Scott Wargo

21. EMPLOY CRISIS PREVENTION INSTITUTE TRAINING INSTRUCTORS

The Superintendent recommends employing the following individuals as a CPI instructor for the 2025-2026 school year, at a stipend of \$1500 per the KLEA Negotiated Agreement.

- a. Victoria Smith
- b. Christopher Vondruska

22. EMPLOY CLASSIFIED SUBSTITUTES

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

Cleaning \$11.86/hr.

- a. Theresa Davis – effective 06/02/2025
- b. Kamran Jacobs – effective 06/02/2025
- c. Tate McCourt – effective 06/02/2025
- d. Naomi Holcepl – effective 06/02/2025

Custodian/Maintenance \$16.00/hr.

- a. Kamran Jacobs – effective 06/02/2025

23. EMPLOY CLASSIFIED SUBSTITUTES

The Superintendent recommends employment of the following individuals as a 2025-2026 classified substitutes for the positions and hourly rates noted, pending all record checks and completion of state and local requirements:

Bus Driver \$18.31/hr.

- a. Ann Green
- b. Amy McCown

Cleaning - \$13.26/hr.

- a. Theresa Davis
- b. Kamran Jacobs
- c. Tate McCourt
- d. Naomi Holcepl
- e. Deana Ziemba
- f. Lisa Jones

Custodian/Maintenance \$17.52/hr.

- a. Kamran Jacobs
- b. Lisa Jones

Monitor - \$13.73/hr.

- a. Patty Geschke

Paraprofessional – \$13.98/hr.

- a. Patty Geschke

Building Secretary - \$15.94/hr.

a. Loren Woodruff St. Peter

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

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

IX. OTHER BUSINESS

A. APPROVE 2025-2026 STUDENT HANDBOOKS

The Superintendent recommends approving the Keystone High School, Keystone Middle School, and Keystone Elementary School student handbooks as presented.

B. APPROVE 2025-2026 STUDENT-ATHLETE CODE OF CONDUCT AND GUIDELINES

The Superintendent recommends approving the Keystone High School and Keystone Middle School Student-Athlete Code of Conduct and Guidelines as presented.

C. APPROVE ROOF REPAIR AND REPLACEMENT AGREEMENT

The Superintendent recommends approving the agreement between the state of Ohio in conjunction with the Ohio Facilities Construction Commission and RJ Kirkland Construction Company Inc. as presented.

D. APPROVE PLAS BROS. PAVING INC. PROPOSAL

The superintendent recommends awarding the paving contract for the transportation access drive to Plas Bros. Paving Inc. as presented. The Village of LaGrange has agreed to contribute 18% of the total project cost, in support of this shared-use infrastructure. The remaining 82% will be funded by the District upon approval.

E. APPROVE CONFIDENTIAL SECRETARIES PERSONNEL HANDBOOK

The Superintendent recommends approving the Confidential Secretaries Personnel Handbook effective July 1, 2025 through June 30, 2028 as presented.

F. APPROVE NIKAO READING SERVICES TUTORING AGREEMENT

The Superintendent recommends approving Nikao Reading Services Tutoring Agreement to provide structured literacy tutoring services for the 2025-2026 school year as presented.

G. APPROVE EXTENDED SCHOOL YEAR SPECIAL EDUCATION CONTRACTS

The Superintendent recommends approving the following Extended School Year (ESY) Special Education Agreements for the 2025-2026 school year as presented:

1. Educational Service Center of Lorain County – Occupational Therapist
2. Educational Service Center of Lorain County – Physical Therapist
3. ABA Outreach Services – Applied Behavior Analysis Services

H. APPROVE ETLA MEMBERSHIP SERVICE AGREEMENT

The Superintendent recommends approving the following service agreement with the EdTech Leaders Alliance (ETLA) for the 2025-2026 school year as presented.

I. APPROVE EXTENDED SCHOOL YEAR SPECIAL EDUCATION CONTRACTS

The Superintendent recommends approving the following Extended School Year (ESY) Special Education Agreements for the 2025-2026 school year as presented:

1. Lorain County Board of Developmental Disabilities – Preschool Agreement
2. Interagency Agreement with Head Start, Lorain County Board of Developmental Disabilities, Lorain County Local Education Agencies, Early Intervention Services of Lorain County and For Children from Birth to Entrance to Kindergarten

J. APPROVE SHARED SERVICE AGREEMENT WITH NEW LONDON LOCAL SCHOOL DISTRICT

The Superintendent recommends approving a Shared Service Agreement with New London Local School District with our Transportation Department as presented.

K. APPROVE CURRICULUM ADOPTION

The Superintendent recommends the Board of Education approve the new curriculum listed below:

- Subject: English Language Arts
- Vendor: McGraw Hill
- Adoption Title: Study Sync
- Grade Levels: 6-8

Summary: This new curriculum aligns with the Science of Reading and provides our teachers with a complete ELA curriculum designed to meet the rigorous academic needs of all students. We reviewed multiple programs through the High-Quality Instructional Materials process.

L. APPROVE CURRICULUM ADOPTION

The Superintendent recommends the Board of Education approve the new curriculum listed below:

Subject: Spanish

Vendor: Voces

Adoption Title: Voces Digital

Grade Levels: HS Spanish

Summary: This new curriculum is a collection of acquisition-drive and grammar-based World Language resources on an interactive web-based platform. The Spanish teachers reviewed multiple programs as the current curriculum has been retired and no longer available.

M. APPROVE 2025-2026 AGREEMENT WITH EDUCATIONAL SERVICE CENTER OF CENTRAL OHIO

The Superintendent recommends approving the agreement between the Educational Service Center of Central Ohio for the participation in High School Math Pathways Year 1 Cohort for the Mathematical Modeling and Reasoning course.

N. APPROVE 2025-2026 PRE-APPRENTICESHIP OPERATING PLAN

The Superintendent recommends approving the Pre-Apprenticeship Operating Plan approved by the Ohio Department of Job and Family Services, in partnership with Greater Cleveland Partnership.

O. 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 math professional development for the 2025-2026 school year as presented.

P. APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN ASHLAND UNIVERSITY DWIGHT SCHAR COLLEGE OF EDUCATION AND KEYSTONE LOCAL SCHOOLS

The Superintendent recommends approving the updated Memorandum of Understanding between Ashland University Dwight Schar College of Education and Keystone Local Schools effective starting August 1, 2025.

Q. APPROVE OUT OF STATE TRIP TO WASHINGTON D.C.

The Superintendent recommends approving an out of state field trip for Keystone Middle School Eighth Grade students to Washington D.C. during the period of Tuesday, March 17, 2026 through Thursday, March 19, 2026.

T. APPROVE WORK SESSION MEETINGS

The Superintendent recommends approving work session meetings on an as needed basis during the 2025-2026 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 @ 6 P.M.

1. Tuesday, July 15, 2025 - Regular Meeting – KHS Conference Room
2. Tuesday, August 12, 2025 - Regular Meeting – KHS Conference Room
3. Tuesday, September 16, 2025 - Regular Meeting – KHS Conference Room

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____;