

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 24, 2023

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.

Kimberly Sturgill called the meeting to order at 6:13 p.m.

Board Members in Attendance:

Jennifer Maiden, Carrie O'Boyle, Patricia Wakefield, Kimberly Sturgill

Board Members not in Attendance:

Devin Stang

Public Persons in Attendance:

Daniel White, Adam Hines, Amanda Goran, Kristen Campbell, Albert Trego, Deborah Melda, Howard Marusa

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

APPROVAL OF AGENDA #24-07-03

Moved by Wakefield, second by O'Boyle to approve agenda as presented.

Ayes: Wakefield, O'Boyle, Maiden, Sturgill

Motion carried.

APPROVAL OF PRIOR MEETING MINUTES #24-07-04

Moved by O'Boyle, second by Wakefield to dispense with the reading of the minutes of the Regular Meeting on Monday, June 22, 2023. The minutes were distributed as required by law and, shall be approved as presented.

Ayes: O'Boyle, Wakefield, Maiden, Sturgill

Motion carried.

AUDIENCE PARTICIPATION

RECOGNITION AND HEARING OF VISITORS - NONE

INPUT FROM STAFF: NONE

**APPROVE TREASURER/CFO FINANCIAL REPORTS
AND RECOMMENDATIONS #24-07-05**

Moved by O'Boyle, second by Wakefield that the foregoing recommendations be approved.

A. APPROVE FINANCIAL REPORTS

The Treasurer/CFO recommends approval of the financial reports, including investments for June 2023, as presented.

B. APPROVE CHANGE ORDER WITH RUNYON & SONS ROOFING, INC.

The Treasurer/CFO recommends approving the Change Order with Runyon & Sons Roofing, Inc. for the Middle School Roof Project as presented.

Ayes: O'Boyle, Wakefield, Maiden, Sturgill

Motion carried.

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APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #24-07-06

Moved by O'Boyle, second by Wakefield that the foregoing recommendations be approved.

A. EMPLOYMENT OF PERSONNEL

1. ACCEPT RESIGNATION

The Superintendent recommends accepting the resignation of the following individual:

- a. Heather Zehel – 7th Grade Volleyball Coach – effective end of day 6/28/2023

2. EMPLOY 2023-2024 CERTIFICATED/LICENSED STAFF

The Superintendent recommends employment of the following individuals on a limited one (1) year contract commencing with the 2023-2024 school year, subject to completion of all state and local requirements, compensation as per appropriate salary schedule (ORC 3319.11):

- a. Olivia Erdos – KES 5th Grade Teacher – Step 0 BA - \$39,910.00
- b. Paige Wowk – KES Art Teacher – Step 2 BA - \$43,422.00

3. 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. Angela Hartley – KHS Cleaner – Step 3 - \$13.15/hr. – effective 7/17/2023

4. APPROVE TRANSFER

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

- a. Jessica Fisher from KES Art Teacher to KMS Art Teacher

5. SALARY RECLASSIFICATION – CERTIFIED

The Superintendent recommends the following change in salary schedule placement for the 2023-2024 school year due to continuing education.

- a. Adam Shipley – from BA to BA+15 Step 6

6. EMPLOY 2023-2024 CERTIFICATED TUTOR

The Superintendent recommends employment of the following individual on a limited one (1) year contract commencing with the 2023-2024 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. Kimberly Gregory – KES 5.25 hours per day

7. 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 2023-2024 school year, per time sheet.

- a. Kimberly Gregory
- b. Margaret Ratliff
- c. Sara Smith

8. EMPLOY INFORMATIONAL TECHNOLOGY TRAINEE – BRANDON SEMAN

The Superintendent recommends approving Brandon Seman as Informational Technology Trainee for fifteen hours per week, and for additional time, as needed, determined by the Superintendent, at minimum

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wage effective July 3, 2023 through August 29, 2023, pending all record checks and completion of state and local requirements.

9. 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. Sarah McCall – Sophomore Class Advisor – Step 1 - \$1,197.30
- b. Chad Elliott – Assistant Varsity Football – Step 5 - \$5,188.30
- c. Andrew Hoch – Assistant Varsity Football – Step 7 - \$5,986.50
- d. Anthony Quinn – Assistant Varsity Football – Step 7 - \$5,986.50
- e. Michael Erkkila – Assistant Freshman Football – Step 2 - \$3,192.80
- f. Thomas Baracscai Jr. – Head Boys’ Soccer – Step 2 - \$5,387.85
- g. Jeffrey Schaefer – Head Varsity Volleyball – Step 7 - \$7,383.35
- h. Luke Forthofer – Head Freshman Volleyball – (50%) – Step 1 - \$1,297.07
- i. Ashley Young – Varsity Cheerleader Advisor – Fall – Step 2 - \$1,995.50

10. EMPLOY 2022-2023 EXTRA DUTY PERSONNEL

The Superintendent recommends employment of the following individuals on extra duty contracts for the 2022-2023 school year, pending all record checks and completion of state and local requirements, up to maximum salary:

- a. Andrew Hoch – OHSSA Ticket Taker – rate set by OHSAA
- b. Shannon Heffernan – OHSSA Ticket Taker – rate set by OHSAA
- c. Jeffrey Holzhauser – OHSSA Site Manager – rate set by OHSSA

Ayes: O’Boyle, Wakefield, Maiden, Sturgill

Motion carried.

APPROVE OTHER BUSINESS AND SUPERINTENDENT’S RECOMMENDATIONS #24-07-07

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

A. APPOINT DELEGATE TO CAPITAL CONFERENCE

It is recommended that Carrie O’Boyle be appointed as delegate and Kimberly Sturgill be appointed as the alternate to the 2023 OSBA Capital Conference annual business meeting to be held on Sunday, November 12, 2023 through Tuesday, November 14, 2023.

**B. APPROVE SHEAKLEY/OHIO SCHOOLS COUNCIL WORKERS
COMPENSATION GROUP RATING PROGRAM**

The Treasurer/CFO recommends approval to continue participating in the Workers Compensation Group Rating Program with Sheakley through the Ohio Schools Council (OSC) for a total membership cost of \$897.00 for the 2023-2024 school year. Participation also includes unemployment services.

C. APPROVE 2023-2024 BUS ROUTES

The Superintendent recommends approving the 2023-2024 bus routes as presented. Routes are subject to change at the discretion of the Transportation Supervisor.

**D. APPROVE 2023-2024 AGREEMENT WITH EDUCATIONAL SERVICE
CENTER OF LORAIN COUNTY**

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The Superintendent recommends approving the agreement between the Educational Service Center of Lorain County and the Lorain County Domestic Relations Court, on the behalf of the Keystone Local Schools for the 2023-2024 school year as presented.

E. APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN KEYSTONE LOCAL SCHOOL DISTRICT AND MY HAPPY PLACE THERAPY & WELLNESS, LLC

The Superintendent recommends approving the Memorandum of Understanding between Keystone Local School District and My Happy Place Therapy & Wellness, LLC for provision of behavioral health services as presented.

F. APPROVE SPECIAL EDUCATION CONTRACT

The Superintendent recommends approving the following special education services contract for the 2023-2024 school year as presented:

1. Interagency Agreement with Early Head Start & Head Start, Lorain County Board of Developmental Disabilities, Lorain County Local Education Agencies, and Early Intervention Services of Lorain County
2. Educational Service Center of Northeast Ohio

G. BUDGET RECOMMENDATIONS

1. APPROVE PAY TO PARTICIPATE FEES

The Superintendent recommends approving the following Pay to Participate (PTP) fees effective July 1, 2023.

Schedule of Pay to Participate Fees 2023-2024

High School

Sports	1st Sport	\$250.00
(Per Sport)	2nd Sport	\$200.00
	3rd Sport	\$100.00
	Each Additional Sport	\$100.00
Non-Sports	Academic Challenge	\$ 75.00
	Band	\$175.00
	Choir	\$ 8.00
	Flag Corps	\$175.00

Middle School

Sports	1st Sport	\$150.00
(Per Sport)	2nd Sport	\$125.00
	3rd Sport	\$ 75.00
	Each Additional Sport	\$ 75.00
Non-Sports	Band	\$ 18.00
	Choir	\$ 8.00

Middle School

	MS Cheerleading Fall	\$ 75.00
	MS Cheerleading Fall and Winter Each	\$ 62.50
	3 rd Sport	\$ 75.00
	Each Additional Sport	\$ 75.00
Activity Family Cap:		\$1,200.00

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2. APPROVE SCHOOL FEES

The Superintendent recommends approving the following student fees for KHS, KMS & KES for the 2023-2024 school year:

Projected Keystone High School Fee Schedule 2023-2024

ART:

Art I				\$13.00
Art II				\$13.00
Ceramics				\$15.00
Ceramics II				\$15.00
Draw/Paint				\$12.00
Studio Art	Sem.I	\$15.00	Sem.II	\$15.00

BUSINESS FEES:

Broadcast Media	Sem. I	\$10.00	Sem. II	\$10.00
Computer Application				\$ 6.00
Computer Programming				\$ 6.00

ENGLISH FEES:

Honors English A Sem. I				\$20.00
English 11 Sem. I				\$20.00
English 12 Sem. I				\$20.00

SPANISH WORKBOOK FEES: (Subject to change)

Spanish I Workbook				\$ 5.00
Spanish II Workbook				\$ 5.00
Spanish III Workbook				\$ 5.00

FAMILY AND CONSUMER SCIENCE FEES:

FCCLA Dues (Members Must be paid once in addition to Con. Sci. course fee)				\$12.00
Culinary Fundamentals				\$25.00
Global Foods				\$25.00
Creative Cuisine				\$25.00
Sewing & Crafting				\$25.00
Just Desserts				\$25.00

HISTORY:

US History				\$15.00
Government				\$15.00

HOME REPAIR MAINTENANCE	Sem. I	\$25.00	Sem. II	\$25.00
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TECHNOLOGY FEE:				\$30.00
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SCIENCE FEES:

Biology	Sem. I	\$15.00	Sem. II	\$15.00
Chemistry I	Sem. I	\$12.00	Sem. II	\$12.00
Environmental Science	Sem. I	\$10.00	Sem. II	\$10.00
AP Environmental Science	Sem. I	\$15.00	Sem. II	\$15.00
Honors Biology	Sem. I	\$15.00	Sem. II	\$15.00
Physical Science	Sem. I	\$ 9.00	Sem. II	\$ 9.00
Physics	Sem. I	\$ 9.00	Sem. II	\$24.00
Intro to Engineering Design	Sem. I	\$25.00	Sem. II	\$25.00
Intro to Health Careers	Sem. I	\$15.00	Sem. II	\$15.00

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MISCELLANEOUS:

Freshman - grade fee	\$11.55	<u>advisor Mrs. Puterbaugh</u>
Sophomore - grade fee	\$11.55	<u>advisor Mrs. McCall</u>
Junior - grade fee	\$11.55	<u>advisor Miss. Heffernan & Miss. Young</u>
Senior - grade fee	\$11.55	<u>advisor Miss. Atkinson & Mr. Gallion</u>

**Keystone Middle School
Grade Fees
2023-2024**

6th Grade = \$25.00

Consumables \$ 25.00

6th Grade Additional Fee

Camp Nuhop \$220.00

7th Grade = \$25.00

Consumables \$ 25.00

8th Grade = \$25.00

Consumables \$ 25.00

8th Grade Additional Fees

Spanish I \$ 5.00

Physical Science \$ 18.00

All Students

Technology Fee \$ 30.00

**Keystone Elementary School
Grade Fees
2023-2024**

Kindergarten = \$50.00

1st Grade = \$50.00

2nd Grade = \$50.00

3rd Grade = \$50.00

4th Grade = \$50.00

5th Grade = \$50.00

Grades 1st – 5th

Technology Fee = \$30.00

Kimberly Sturgill - The Grade Fees are starting at \$50 and Technology Fee is \$30 plus approximately \$124 for all other required supply items purchased. Parents are required to put forth a lot of money (\$200) before their student walks through the door. Do we know what this fee is for? I think we should be mindful of the fees and required supply list and the amount we're asking parents to pay.

Daniel White - We compared fees from previous years and move our fees for Board approval in May for the next year. We have discussed supply list cap for a specific dollar amount.

Amanda Goran - Not all of the items on the supply list have to be purchased all at once as well as the fees. Many fees are delayed throughout the year until the parent can pay.

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3. APPROVE FIELD TRIP/TRANSPORTATION FEES

The Superintendent recommends approving Field Trip/Transportation fees from \$3.17 per mile to \$3.01 per mile effective August 1, 2023.

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

**APPROVE OTHER BUSINESS AND SUPERINTENDENT'S
RECOMMENDATIONS #24-07-08**

Moved by Maiden, second by Wakefield that the foregoing recommendations be approved.

H. APPROVE LACROSSE AS A VARSITY SPORT

The Board recommends approving Lacrosse as a varsity sport.

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

Future BOE Meetings @ 6 P.M.

1. Monday, August 21, 2023 – Regular Meeting – KHS Conference Room
2. Monday, September 18, 2023 – Regular Meeting – KHS Conference Room
3. Monday, October 16, 2023 – Regular Meeting – KHS Conference Room

ADMINISTRATIVE REPORTS

Albert Trego – Athletics will be starting/have started. KMS parking lot was repaired/resurfaced along with the BOE Office parking lot. KHS office is on track for the safety renovation with the countertops and flooring to be installed.

Jennifer Maiden – As a coach, Mr. Trego goes above and beyond to take care of an issue if a coach calls.

SUPERINTENDENT COMMITTEE REPORTS

Board Policy:

Carrie O'Boyle – When will we be able to resume discussions on policies?

Daniel White – We could schedule a Special Meeting in August or we could wait until August 21st for the Regular Meeting.

COMMENTS/CONCERNS - NONE

ADJOURNMENT #23-07-09

Moved by Wakefield, second by O'Boyle to adjourn the regular meeting at 7:34 p.m.

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

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Kimberly Sturgill, President

Adam Hines, Treasurer/CFO