

# RECORD OF PROCEEDINGS

## MINUTES OF KEYSTONE BOARD OF EDUCATION

### WORK SESSION MEETING HELD JULY 30, 2024

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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.

Devin Stang called the meeting to order at 4:01 p.m.

Board Members in Attendance:

Andrew Hoops, Carrie O'Boyle, Devin Stang, Kimberly Sturgill

Board Member not in Attendance:

Patricia Wakefield

Public Persons in Attendance:

Zachary Weagley, Adam Hines, Sandra Isabella

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

#### APPROVAL OF AGENDA #25-07-13

Moved by Sturgill, second by Hoops to approve agenda as presented.

Ayes: Sturgill, Hoops, O'Boyle, Stang

Motion carried.

#### APPROVE TREASURER/CFO FINANCIAL REPORTS AND RECOMMENDATIONS #25-07-14

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

##### **A. FISCAL YEAR 2025 AMENDED APPROPRIATION**

The Treasurer/CFO recommends approval of the amended appropriation resolution for Fiscal Year 2025 as shown in (Attachment A)

Ayes: Sturgill, O'Boyle, Hoops, Stang

Motion carried.

#### APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #25-07-15

Moved by Hoops, second by Sturgill that the foregoing recommendations be approved.

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

###### **1. ACCEPT RESIGNATIONS**

The Superintendent recommends accepting the resignation of the following individuals:

- a. Gina Gibson – Head Varsity Softball Coach – effective 7/1/2024
- b. Alyssa Alderman – Junior Varsity Cheerleading Advisor - Fall – effective 7/16/2024
- c. Tess Gallagher – KMS Intervention Specialist Teacher – effective 8/5/2024
- d. Candy Mikolajcik – Special Education Secretary – effective 8/6/2024

###### **2. EMPLOY KHS ASSISTANT PRINCIPAL – LOREN ALLISON**

The Superintendent recommends employment of Loren Allison as KHS Assistant Principal on a one (1) year contract at an annual salary of \$85,000.00 (Step 0). Contract is for 210 days per year, effective August 1, 2024.

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**3. EMPLOY CLASSIFIED SUBSTITUTE**

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

- a. Frances Walker  
Bus Driver - \$16.77/hr. – effective 7/2/2024

**4. 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. Julie Fortune – Fall Faculty Manager – Step 3 - \$1,438.74
- b. Shannon Heffernan – Fall Faculty Manager – Step 6 - \$1,438.74
- c. Anthony Quinn – Assistant Varsity Football – Step 7 - \$6,166.05
- d. Dominic Lombardi - Head Freshman Football – Step 2 - \$3,494.09
- e. David Jones Jr. – Head Seventh Football – Step 7 - \$4,316.23
- f. Jeffrey Schaefer – Head Varsity Volleyball – Step 7 - \$7,604.79
- g. Savannah Crowley – Head Freshman Volleyball – Step 2 - \$2,877.49
- h. Rebecca Oliver – Head Seventh Volleyball – Step 2 - \$2,466.42
- i. David Slee – Head Varsity Girls’ Golf – Step 4 – 3,905.16
- j. Thomas Habenicht – Head Varsity Cross Country – Step 7 - \$5,138.37
- k. Gregory Morgan – Head Varsity Boys’ Golf – Step 7 - \$5,138.37

**5. 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. Shelby Fortune – Girls’ Soccer
- b. Joseph B. Phillips - Technology

Ayes: Hoops, Sturgill, O’Boyle Stang  
Motion carried.

**APPROVE SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS #25-07-16**

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

**6. 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. Kimberly Sturgill – Girls’ Golf

Ayes: O’Boyle, Hoops, Stang  
Abstain: Sturgill  
Motion carried.

**APPROVE OTHER BUSINESS AND SUPERINTENDENT’S  
RECOMMENDATIONS #25-07-17**

Moved by Hoops, second by Sturgill that the foregoing recommendations be approved.

**A. APPROVE AGREEMENT WITH BRAMHALL ENGINEERING & SURVEYING**

The Treasurer/CFO recommends approving the agreement with Bramhall Engineering & Surveying proposal for professional surveying and engineering services as presented.

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#### **B. APPROVE AGREEMENT WITH LAKETEC**

The Treasurer/CFO recommends approving the agreement with Laketec for Mitel Partner Support as presented.

Ayes: Hoops, Sturgill, O'Boyle Stang  
Motion carried.

#### **DISCUSSION ON 2024-2025 STUDENT HANDBOOKS AND 2024-2025 STUDENT-ATHLETE CODE OF CONDUCT AND GUIDELINES:**

Superintendent:

Zach Weagley looked through all items for discussion regarding dress code, types of drug testing, active shooter- connected to all safety protocols for the district.

Active shooter drills-a discussion was held regarding student anxiety concerns. The board suggested the school buildings set a system to let parents know before any safety drill.

Added to the Middle School handbook:

Safety Drills (ALICE) – When an ALICE drill is conducted, students should follow teacher and staff instruction and move to isolate themselves from the threat or emergency.

Added to Middle School dress code: Wearing of hats, hoods or bandanas will not be permitted unless medically necessary.

Discussion ensued regarding the following topics: Drug testing – proper punishments.

Athletic code of conduct should be the same for high school and middle school.  
(Combine these)

Tardy to school – Same policy for all students, again same language in all handbooks.

Drug testing board policy changes include revisions to Board docs which state: Testing will be done by Great Lakes Biomedical only so long as this is the company the Board selects.

The student will be required to submit to drug testing during each drug test cycle for twelve months. A second violation will result in a denial of all privileged activities for that school year.

Discussion of tardy punishments. Agreement to align Middle School and High School tardy policies. Athletic code of conduct vs HS handbook discussion. Agreement to have HS handbook as governing body. Follow HS student handbook for student punishment and Middle School handbook for number of tardies. Wednesday after school for HS detentions. Clear communications with students and parents regarding tardiness. Handbooks will state: Students may have an unexcused tardy three times per semester without a consequence. Excessive tardiness will result in consequences. The following are guidelines for consequences: morning or after school detentions, meetings with parent/guardian(s), or other actions at the discretion of the administrator.

#### **Future BOE Meetings @ 6:00 P.M.**

1. Tuesday, August 13, 2024 – Regular Meeting
2. Tuesday, September 17, 2024 – Regular Meeting
3. Tuesday, October 15, 2024 – Regular Meeting

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**ADJOURNMENT #24-07-18**

Moved by Hoops, second by Sturgill to adjourn the work session meeting at 6:09 p.m.

Ayes: Hoops, Sturgill, O'Boyle, Stang,  
Motion carried.

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Patricia Wakefield, President

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Adam Hines, Treasurer/CFO