

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 16, 2024

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.

Patricia Wakefield called the meeting to order at 6:00 p.m.

Board Members in Attendance:

Carrie O’Boyle, Devin Stang, Kimberly Sturgill, Patricia Wakefield

Board Members not in Attendance:

Andrew Hoops

Public Persons in Attendance:

Adam Hines, Zachary Weagley, Amanda Goran, Kristen Campbell, Albert Trego, Christine Minney, Nicole Cassell, Mary Murray, Denise Piwinski, Sandra Isabella, Rob Willi, Dustin Banks, Bill Robson, Kelly Stiner, Jennifer Maiden

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

APPROVAL OF AGENDA #25-07-05

Moved by Sturgill, second by Stang to approve agenda as presented with corrections and with addendum.

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

APPROVAL OF PRIOR MEETING MINUTES #25-07-06

Moved by O’Boyle, second by Sturgill to dispense with the reading of the minutes of the Regular Meeting on Thursday, June 27, 2024 and the Special Meeting on Wednesday, July 10, 2024. The minutes were distributed as required by law and, shall be approved as presented.

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

AUDIENCE PARTICIPATION

RECOGNITION AND HEARING OF VISITORS – NONE

INPUT FROM STAFF: NONE

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

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

A. APPROVE FINANCIAL REPORTS

The Treasurer/CFO recommends approval of the financial reports, including investments for June 2024, as presented.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 16, 2024

B. RETURN FISCAL YEAR 2024 ADVANCES

The Treasurer/CFO recommends return of advances:

Advances

From:	To:	Amount:
Stronger Connections Grant 584-9024	General Fund (001)	\$ 4,998.00
Title IV 584-9924	General Fund (001)	\$ 4,278.97
Title IIA 590-9924	General Fund (001)	\$24,237.43
Athletics 300-0000	General Fund (001)	\$ 437.98

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	Desc.	Vendor	Amount
06/03/24	05/18/23	96947	70241	NAVIANCE	POWERSCHOOL HOLDINGS LLC	\$ 3,992.30

D. APPROVE K-12 BUSINESS CONSULTING, INC. AGREEMENT

The Treasurer/CFO recommends approval of the K-12 Business Consulting, Inc. Ohio Five Year Forecasting Program Customer Agreement for the 2024-2025 school year as presented.

E. RECOGNITION OF OHIO AUDITOR OF STATE AWARD WITH DISTINCTION

The District has earned its second consecutive Auditor of State Award for our 22-23 Financial reporting following the 21-22 award.

The audit report does not contain any findings for recovery, material citations, material weaknesses, significant deficiencies, Uniform Guidance (Single Audit) findings, or questioned costs, and no public meetings or public records issues.

Our central office staff of Mrs. Cindy Miller, Mrs. Jamie Myers (Payroll) and Mrs. Tina Bednarski (Benefits & Bank reconciliation) all do a fantastic job processing payments and following policies and procedures. They represent this community very well with high standards of excellence and integrity. I'm very proud of our staff continuing to uphold ethical practices despite a select few who willfully ignore policy and procedure. I've shared with you the Board those scenarios. As a treasurer, my professional license and personal livelihood are at risk with anyone in the district breaking policy, procedures, and the law. Potential findings for recovery can be placed on a treasurer even if another employee is responsible.

As the district transitions to a new treasurer and superintendent, it's imperative that the Board of Education support those two positions and uphold the Board policies, the Ohio Revised Code and the Ohio Ethics Standards. If there is no accountability, then dysfunction will follow.

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

APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #25-07-08

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

A. EMPLOYMENT OF PERSONNEL

1. EMPLOY TREASURER/CFO – SANDRA ISABELLA

The Board considers approving the contract for the employment of Sandra Isabella as Treasurer/CFO for a period commencing August 1, 2024 through July 31, 2027, at an annual salary of \$105,000.00 pursuant to the terms and conditions of the Treasurer/CFO contract.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 16, 2024

2. ACCEPT RESIGNATION

The Superintendent recommends accepting the resignation of the following individual:

- a. John Brown II – KHS Assistant Principal – effective end of day 7/31/2024 pending approval of Amherst Exempted School District Board of Education for an administrative position

3. APPROVE TRANSFER

The Superintendent recommends transferring the following individual for the 2024-2025 School Year:

- a. Ashley Zuckerman from KES Lunch Monitor 3.25 hours a day to KHS Special Needs Paraprofessional 6.75 hours a day

4. SALARY RECLASSIFICATION – CERTIFIED

The Superintendent recommends the following change in salary schedule placement for the 2024-2025 school year due to continuing education.

- a. Jill Hetsler – from MA+15 to MA+30 – Step 24

5. APPROVE COLLABORATIVE PLANNING DAY

The Superintendent recommends approval of a stipend of \$130.00 per day for the following staff members for the purposes of collaborative planning not to exceed 1 day, to be used before August 16, 2024, to be paid from Title IIA Funds:

- a. Hannah Bevelacqua
- b. Heather Lahoski

6. APPROVE CLASSIFIED CONTINUING CONTRACTS

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

- a. Patricia Gonda – KES Special Needs Paraprofessional – effective 7/18/2024
- b. Victoria Geiger – KHS Special Needs Paraprofessional – effective 7/23/2024
- c. Melanie Bostick – Head Key Care Monitor – effective 7/24/2024
- d. Ashley Harasti – Key Care Monitor – effective 7/27/2024

7. EMPLOY CLASSIFIED SUBSTITUTE

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

- a. Steffanie Bynum
Cafeteria - \$12.98/hr.
Custodian/Maintenance - \$16.00/hr.

8. 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. Faith Baracscai – Head Girls' Soccer – Step 1 - \$4,932.84
- a. Andrew Hoch – Assistant Varsity Football – Step 7 - \$6,166.05
- b. Lynn Yuronich – Middle School Cross Country – Step 3 - \$1,849.81

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 16, 2024

9. 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. Brett Linden - Football
- b. Staci Crabeels - Volleyball

10. APPROVE EXTENDED TIME CONTRACT

The Superintendent recommends employing Taylor Brouse with completion of duties as assigned, at the employee's per diem basis for the 2023-2024 school year, per time sheet, not to exceed 7.5 hours.

11. EMPLOY 2024-2025 CERTIFICATED/LICENSED STAFF

The Superintendent recommends employment of the following individual on a limited one (1) year contract commencing with the 2024-2025 school year, subject to completion of all state and local requirements, compensation as per appropriate salary schedule (ORC 3319.11):

- a. Emily Rossi – KHS/KMS ELA Teacher – Step 0 BA - \$41,107.00

12. APPROVE NEW PUPIL SERVICES/SPECIAL EDUCATION DIRECTOR TRANSITION DAYS

The Superintendent recommends paying Kara Griswold up to 5 transition days at her 2024-2025 per diem contract rate, for each day spent transitioning to, or attending training, pertaining to the Pupil Services/Special Education Director position. Each day shall occur prior to the date of hire and conclude prior to the first day of August, 2024.

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

APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #25-07-09

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

H. APPROVE 2024-2025 STUDENT HANDBOOKS

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

I. APPROVE 2024-2025 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.

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

APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #25-07-10

Moved by Sturgill, second by Stang that the foregoing recommendations items A through G and J through K be approved.

A. APPOINT DELEGATE TO CAPITAL CONFERENCE

It is recommended that Kimberly Sturgill be appointed as delegate and Devin Stang be appointed as the alternate to the 2024 OSBA Capital Conference annual business meeting to be held on Sunday, November 10, 2024 through Tuesday, November 12, 2024.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 16, 2024

B. APPROVE NEW SUPERINTENDENT TRANSITION PLAN WITH FINDING LEADERS

The Treasurer/CFO recommends approving the Transition Plan for Superintendent Zachary Weagley with Finding Leaders as presented.

C. ACCEPT DONATION

The Superintendent recommends accepting the following donation:

1. KATS - \$1,860.00 to Keystone Local School District to help cover the cost of transportation for the Girls' Basketball Team trip to State Tournament

D. 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 2024-2025 school year. Participation also includes unemployment services.

E. APPROVE 2024-2025 AGREEMENT WITH EDUCATIONAL SERVICE CENTER OF LORAIN COUNTY

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 2024-2025 school year as presented.

F. APPROVE 2024-2025 BUS ROUTES

The Superintendent recommends approving the 2024-2025 bus routes as presented. Routes are subject to change at the discretion of the Transportation Supervisor.

G. APPROVE CURRICULUM ADOPTIONS

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

Subject: English Language Arts
Vendor: Great Minds
Adoption Title: Wit and Wisdom
Grade Levels: K-5

Summary: Last year we began implementation with grades K-3 after going through an extensive adoption process with a team. This year, we are completing the implementation process with grades 4 and 5.

Subject: Math
Vendor: Savvas
Adoption: Envisions 2024/AGA
Grade Level: K-Algebra 2

Summary: This is an update of the current program we use. We reviewed multiple programs under the guidance of a math consultant from the ESC through the High-Quality Instructional Materials process and based on our student data, teacher and community survey data, this program meets our needs the best to engage our parents and families as well as prepare our students with a rigorous curriculum.

Subject: Social Studies
Vendor: Gallopade
Adoption: Gallopade Grade Level Workbook
Grades: 3-8

Summary: This resource allows our teachers to enhance writing and critical thinking skills aligned to the Ohio State Social Studies Standards.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 16, 2024

J. 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 July 30, 2024 at 4:00 pm at KHS.

K. BUDGET RECOMMENDATIONS

1. APPROVE PAY TO PARTICIPATE FEES

The Superintendent recommends approving the following Pay to Participate (PTP) fees effective July 1, 2024.

Schedule of Pay to Participate Fees 2024-2025

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

2. APPROVE FIELD TRIP/TRANSPORTATION FEES

The Superintendent recommends approving Field Trip/Transportation fees from \$3.01 per mile to \$3.20 per mile effective August 1, 2024.

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

**APPROVE OTHER BUSINESS AND SUPERINTENDENT’S
RECOMMENDATIONS #25-07-11**

Moved by Sturgill, second by O’Boyle to approve the below resolution:

L. APPROVE RESOLUTION TO ACCEPT DONATION AND ADVERTISE FOR BIDS

The Superintendent recommends adoption of the following resolution:

WHEREAS, the Keystone Local School District Board of Education (“Board”) is a body politic and corporate, capable of exercising all of the usual powers pertaining thereto, including the power to acquire and possess real property; and

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 16, 2024

WHEREAS, Keystone Athletic Team Supporters, Inc. (“KATS”) is an Ohio non-profit corporation whose primary function is as an athletic booster organization to support Keystone Local School District athletics; and

WHEREAS, KATS have a long history of supporting projects for the benefit of the Keystone Local School District athletic programs and the students who participate in them; and

WHEREAS, in continuation of that support, KATS desires to donate no less than Five Hundred Thousand Dollars and No Cents (\$500,000.00) to the Board on the condition that it be applied towards the design, permitting, engineering, administration, and construction of a new baseball/softball field complex for the Keystone Local School District, and costs related thereto (the “Ballfield Project”); and

WHEREAS, the Board is authorized by Ohio Revised Code Section 3313.17 and Board Policy KMA to accept this donation from KATS; and

WHEREAS; the Board wishes to accept the donation from KATS consistent with the conditions set forth above; and

WHEREAS, the Board further wishes to authorize an advertisement for bids to complete the Ballfield Project.

NOW THEREFORE BE IT, AND IT IS, HEREBY RESOLVED by the Board that:

- (1) The Board gratefully accepts the donation of no less than Five Hundred Thousand Dollars and No Cents (\$500,000.00) from KATS to be used on the Ballfield Project and expresses its gratitude towards KATS for its generosity towards the students of the Keystone Local School District.
- (2) The Board hereby authorizes an advertisement for bids to complete the Ballfield Project.
- (3) The Board authorizes the Superintendent and Treasurer to take any and all reasonable actions to accept the donation and advertise for bids in accordance with the terms described herein.
- (4) All formal actions concerning and relating to the passage of this Resolution were adopted in an open and public meeting in accordance with ORC §121.22. Further, any and all deliberations of the Board and of its committees that resulted in these formal actions were in meetings open to the public and in compliance with Ohio law.

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

Future BOE Meetings @ 6 P.M.

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

ADMINISTRATIVE REPORTS

Albert Trego - LED lighting replacement in the KMS Gym. KHS and KMS interior walls were insulated. Repairs were made to the KHS gym floor. KHS and KMS gym floors are finished.

Amanda Goran - The District completed our Federal Programs Audit for the District during the 23-24 school year and passed and commended for our documentation and evidence.

Kristen Campbell - Spent 3 days last week with Kara Griswold transitioning ownership of documents and files and will work with her 2 more days in the coming weeks.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 16, 2024

SUPERINTENDENT COMMITTEE REPORTS

Student Achievement Liaison, Finance/Insurance:

Devin Stang - Taken an AI EDU course to better understand and utilize in the classroom to help assess students. Hopefully bring some of this information to the committee.

Amanda Goran - Followed up with the latest curriculum involving AI and the implementation of AI from IT department from Zach Burkhardt.

COMMENTS/CONCERNS

Board Members:

Devin Stang - Thanked Adam Hines for his efforts and welcomed Sandra Isabella.

Kimberly Sturgill - Thank you to Adam Hines and Amanda Goran for their hard work. Welcome to Sandra Isabella.

Carrie O'Boyle - Wanted to discuss having a work session. Special Meeting 7/30/24 at 4 p.m.

Future Superintendent:

Zachary Weagley - A big thanks to KATS and Mr. Banks for being here tonight and the large donation to the district. It's great to see the partnership within the community to provide the best experiences for our children. Used a reference from Patricia Wakefield, "Keystone is small but mighty."

Public:

Jennifer Maiden - I wanted to make a public record that I was Board approved to be the Lacrosse Coach this past Spring. However, I was not paid due to some technicalities and will not be paid for this. This was not a decision by the Board as they were happy to approve the paid position. Unfortunately, I stepped down from the Board for this position and it was not able to happen. I would also like to see the district allocate the unused funds to the lacrosse program for the upcoming school year.

Kelly Stiner - Asked about current balance of Pay to play Fees and if there is a plan in place for the coming year so the Board policy is enforced.

Adam Hines - I do not specifically know the amount, but I do share a monthly report with Mr. Holzhauser and Mr. Kohler. I will follow up with Mrs. Stiner via email with the total.

Zachary Weagley - Also commented that there is a plan in place and I will work with the Administration.

Jennifer Maiden suggested the coaches withhold players from playing scrimmages until they make a payment or pay the fee.

Christine Minney - Asked how pay-to-play payments over the summer will be applied and handled to ensure students receive proper credit for the payments.

Adam Hines - Explained that the central office will apply the fee and payment to the student online to show the credit and will always provide a receipt upon payment.

Rob Willy - Shared with the Board the members of the Band Boosters for the upcoming year: President - Rob Willi, Vice President - Jesse Grimmett, Secretary Alma Rising, Treasurer - Natalie Skala

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 16, 2024

ADJOURNMENT #25-07-12

Moved by Sturgill, second by O'Boyle to adjourn the regular meeting at 6:55 p.m.

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

Patricia Wakefield, President

Adam Hines, Treasurer/CFO