

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD OCTOBER 15, 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:

Andrew Hoops, Carrie O'Boyle, Kimberly Sturgill, Patricia Wakefield

Board Members not in Attendance:

Devin Stang

Public Persons in Attendance:

Zachary Weagley, Sandra Isabella, James Kohler, Therese Jackson, Loren St. Peter, Brooke Creak, Dominique Mason, Judith DesChamps, Yi Jun Jiang, Kate Cunningham, Anna Saxton, Scott Sooy, Mike Conrad, Rick Shaw, Susan Wargo, Tiffany Gould, Aralyn Gould, Haylee Follman, Molly Follman, Addi Boggs, Bert Fitzgerald, Dustin Banks, Chad Whitacre

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

APPROVAL OF AGENDA #25-10-06

Moved by O'Boyle, second by Sturgill to approve agenda as presented with corrections and with addendum.

Ayes: O'Boyle, Sturgill, Hoops, Wakefield

Motion carried.

APPROVAL OF PRIOR MEETING MINUTES #25-10-07

Moved by O'Boyle, second by Hoops to dispense with the reading of the minutes of the Regular Meeting on Tuesday, September 17, 2024 and the Work Session Meeting on October 1, 2024. The minutes were distributed as required by law, and shall be approved as presented.

Ayes: O'Boyle, Hoops, Sturgill, Wakefield

Motion carried.

SPECIAL RECOGNITION

AUDIENCE PARTICIPATION

RECOGNITION AND HEARING OF VISITORS:

Yi Jun Jiang – Immunization concerns. Discussed her feelings regarding students who are required to be up to date on vaccines.

Susan Wargo – LifeWise concerns of students leaving during the day for bible school.

APPROVE TREASURER/CFO FINANCIAL REPORTS AND RECOMMENDATIONS #25-10-08

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

A. APPROVE FINANCIAL REPORTS

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

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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
09/16/24	09/03/24	97400	70549	CHAIR PURCHASE FOR SPED	HUNTINGTON MERCHANT SERVICES	\$ 3,543.75
09/18/24	05/17/24	97417	70579	ENGINEERING & COMPUTER SCIENCE	PROJECT LEAD THE WAY. INC.	\$ 5,400.00
09/24/24	06/19/24	97441	70525	ROOFING SERVICES	CTL ENGINEERING INC.	\$ 19,557.50

C. APPROVE 2024-2025 STUDENT ACCIDENT INSURANCE PLANS

The Treasurer/CFO recommends awarding the student accident insurance plans for the 2024-2025 school year to Guarantee Trust Life Insurance Company with local agent, Love Insurance Agency.

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

APPROVE SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS #25-10-09

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. Gregory Morgan 8th Grade Boys’ Basketball Coach and 7th Grade Girls’ Basketball Coach – effective end of day 9/25/2024
- b. David Pellerite – JV Boys’ Basketball Coach – effective end of day 9/24/2024
- c. Austin Watkins – KHS Special Needs Paraprofessional – effective end of day 10/10/2024

2. 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. Michelle Maze – KHS Special Needs Paraprofessional – Step 0 - \$12.62/hr. – effective 10/7/2024
- b. Nicole Youngblood – KMS Lunch Monitor – Step 0 - \$12.62/hr. – effective 10/21/2024

3. AMEND 2024-2025 CERTIFICATED/LICENSED STAFF

The Superintendent recommends amending 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. Cara Provenzale – KES Teacher – from Step 1 BA+15 - \$44,601.00 to Step 2 BA+15 - \$46,492.00

4. EMPLOY CLASSIFIED SUBSTITUTES

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

- a. Ashley Harasti
 - Cafeteria - \$12.98/hr.
 - Paraprofessional – Library - \$12.56/hr.
 - Paraprofessional – Special Needs - \$12.32/hr.
- b. Reginal Hetsler
 - Bus Driver - \$16.77/hr.

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5. APPROVE GIFTED VOCAL AND INSTRUMENTAL EVALUATION MEETING

The Superintendent recommends approval for the Gifted Vocal and Instrumental Evaluation Meeting on October 10, 2024, at tutor rate, per the KLEA Negotiated Agreement, per time sheet, paid out of Gifted Funds, not to exceed two hours for the following staff member:

- a. John Davis Jr.
- b. Donna Knight
- c. Bethany Pearce

6. APPROVE LEAVE OF ABSENCE REQUEST – DAWN MORRIS

The Superintendent recommends approving a leave of absence request for Dawn Morris for the period on or about September 23, 2024 through on or about October 11, 2024.

7. EMPLOY BLT PERSONNEL

The Superintendent recommends employing the following individual as a member of the Keystone Building Leadership Team (BLT) on an as needed basis, per time sheet, at tutor rate per the KLEA Negotiated Agreement, for the 2024-2025 school year effective August 14, 2024 through May 30, 2025:

KMS BLT

Amber Mezera

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. Kari Dove – Winter Faculty Manager – Step 7 - \$1,438.74
- b. Thomas Moran – Head Varsity Bowling – Step 1 - \$2,877.49
- c. Christopher Vondruska – Head Varsity Wrestling - Step 7 - \$7,604.79
- d. Andrew Hoch – Junior Varsity Wrestling – Step 4 - \$4,316.23
- e. Michael Schade – Assistant Varsity Wrestling (50%) - Step 1 - \$1,438.74
- f. James Pycraft Jr. – Assistant Middle School Wrestling - Step 7 - \$3,905.16
- g. Jeffrey Holzhauer – Head Varsity Boys’ Basketball – Step 7 - \$9,454.61
- h. Gregory Morgan – Junior Varsity Boys’ Basketball – Step 7 - \$5,549.44
- i. Tyler Trakas – Head 8th Grade Boys’ Basketball – Step 7 - \$4,316.23
- j. Rocky Houston– Head Varsity Girls’ Basketball – Step 6 - \$8,221.40
- k. Ashley Elliott – Junior Varsity Girls’ Basketball – Step 3 - \$3,905.16
- l. Dennis Bartlett - Head 8th Grade Girls’ Basketball – Step 7 - \$4,316.23
- m. Ashley Hartman –Varsity Cheerleader Advisor – Winter – Step 4 - \$2,466.42
- n. Kristin Burden – Ticket Taker - \$20.00 Per Game
- o. Tracy Clarico – Ticket Taker - \$20.00 Per Game
- p. Olivia Edgell – Ticket Taker - \$20.00 Per Game
- q. Terri Helbig – Ticket Taker - \$20.00 Per Game
- r. Elizabeth Kozik – Ticket Taker - \$20.00 Per Game
- s. Ashley Miller – Ticket Taker - \$20.00 Per Game
- t. Dawn Morris – Ticket Taker - \$20.00 Per Game
- u. Amy Shepherd – Ticket Taker - \$20.00 Per Game
- v. Ashley Zuckerman – Ticket Taker - \$20.00 Per Game
- w. David Jones Jr. – Announcer - \$20.00 Per Game
- x. Laura DeVore – Score Board Operator - \$20.00 Per Game
- y. Jennifer Fehlan-Jones – Score Board Operator - \$20.00 Per Game
- z. Anita Cutler – Outdoor Learning Camp - \$100.00
- aa. Kevin Fox – Outdoor Learning Camp - \$100.00

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- bb. Alex Stanley – Outdoor Learning Camp - \$200.00
- cc. Kathryn Dillen – Outdoor Learning Camp - \$300.00
- dd. Heather Lahoski – Outdoor Learning Camp - \$300.00
- ee. Kristen Lazard – Outdoor Learning Camp - \$300.00
- ff. Staci Rapson – Outdoor Learning Camp - \$200.00
- gg. Mark Sobel – Outdoor Learning Camp - \$300.00
- hh. Jennifer Wooten – Outdoor Learning Camp - \$300.00

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. Chad Elliott – Boys’ Basketball
- b. Chad Whitacre – Boys’ Basketball
- c. Dale Klan – Boys’ Golf
- d. Chad Elliott – Girls’ Basketball
- e. Luke Forthofer – Girls’ Basketball
- f. John McCardle – Wrestling
- g. Robert McCardle - Wrestling

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

**APPROVE OTHER BUSINESS AND SUPERINTENDENT’S
RECOMMENDATIONS #25-10-10**

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

A. ACCEPT DONATIONS

The Superintendent recommends accepting the following donations:

- 1. Anonymous – 1 - 20 x 20 Sun Sail and 1 – 12 x 12 x 12 Sun Sail to Keystone Elementary School’s Playground
- 2. Spirit Wear Sales - \$150.00 to Keystone Kares Breakfast/Lunch Program
- 3. Kelly Rigda - \$20.00 to KHS BBQ Club
- 4. Keystone Athletic Team Supporters - \$600,000.00 to Keystone Local School District for the proposed softball/baseball athletic fields complex

**B. APPROVE SCHOOL PANTRY DISTRIBUTION SITE
ACKNOWLEDGEMENT AGREEMENT WITH THE EDUCATIONAL
SERVICE CENTER OF LORAIN COUNTY**

The Superintendent recommends approving the School Pantry Program Distribution Site Acknowledgement Agreement with the Educational Service Center of Lorain County as presented.

C. APPROVE QUOTE FROM CARDINAL BUS SALES AND SERVICE, INC.

The Treasurer/CFO recommends approving the quote from Cardinal Bus Sales and Service, Inc. to purchase interior and exterior cameras for the bus fleet as presented.

D. 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 _____.

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

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**APPROVE OTHER BUSINESS AND SUPERINTENDENT'S
RECOMMENDATIONS #25-10-11**

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

E. RESOLUTION TO ACCEPT LOWEST RESPONSIBLE BID AND ENTER INTO BALLFIELD PROJECT CONTRACT

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

WHEREAS, pursuant to Resolution No. 25-10-11 the Board authorized the public advertisements for bids for the design, permitting, engineering, administration, and construction of a new baseball/softball field complex for the Keystone Local School District (the "Ballfield Project"); and

WHEREAS, the Bid Notice was posted in accordance with Ohio law, and the bid opening occurred on September 19, 2024; and

WHEREAS; the lowest responsible bid was made by Sweet Meadow Farm Drainage LLC in the amount of One Million Two Hundred Sixty-Three Thousand Eight Hundred Twenty-Two Dollars and Ninety Cents (\$1,263,822.90); and

WHEREAS, the Board wishes to accept the Sweet Meadow Farm Drainage LLC bid; and

WHEREAS, the Board further wishes to authorize execution of a contract for the construction and completion of the Ballfield Project by Sweet Meadow Farm Drainage LLC consistent with its bid.

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

- (1) The Board recognizes Sweet Meadow Farm Drainage LLC's bid of One Million Two Hundred Sixty-Three Thousand Eight Hundred Twenty-Two Dollars and Ninety Cents (\$1,263,822.90) as the lowest responsible bid for the Ballfield Project.
- (2) The Board hereby accepts Sweet Meadow Farm Drainage LLC's bid as the lowest responsible bid and awards it the contract for the construction and completion of the Ballfield Project.
- (3) The Board hereby authorizes the Superintendent and Treasurer to execute a contract with Sweet Meadow Farm Drainage LLC for the construction and completion of the Ballfield Project consistent with its bid, and to take all actions reasonably incidental thereto, in compliance with Ohio law and subject to review and approval by legal counsel to the Board.
- (4) Monies adequate to pay amounts due under the contract for the Ballfield Project for the current fiscal year are hereby appropriated for that purpose.
- (5) 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: Hoops, Sturgill, O'Boyle, Wakefield
Motion carried.

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A. Future BOE Meetings @ 6:00 P.M.

1. Tuesday, November 19, 2024 – Regular Meeting – KHS Conference Room
2. Tuesday, December 17, 2024 – Regular Meeting – KHS Conference Room

B. Policies and Regulations – Second Reading

1. ACC – Political Commitments
2. EBBA – First Aid
3. EBCE – Protection for Reporting Safety and Fraud Violations
4. EBCE-E – Acknowledgment of Receipt of Auditor of State Fraud-Reporting System Information
5. EBCE-R – Protection for Reporting Safety and Fraud Violations
6. EDE – Computer/Online Services
7. IGAE – Health Education
8. IGAEH/IGAI – Family Life Education/Sex Education
9. JED – Student Absences and Excuses
10. JEDC – Religious Expression Days
11. JHG – Reporting Child Abuse and Mandatory Training

ADMINISTRATIVE REPORTS - NONE

SUPERINTENDENT COMMITTEE REPORTS – NONE

COMMENTS/CONCERNS - NONE

ADJOURNMENT #25-10-12

Moved by Sturgill, second by O’Boyle to adjourn the Regular Meeting at 6:47 p.m.

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

Patricia Wakefield, President

Sandra Isabella, Treasurer/CFO