

RECORD OF PROCEEDINGS
MINUTES OF KEYSTONE BOARD OF EDUCATION
SPECIAL MEETING HELD SEPTEMBER 30, 2025

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 5:01 p.m.

Board Members in Attendance:

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

Board Members Not in Attendance:

Andrew Hoops

Public Persons in Attendance:

Zachary Weagley, Sandra Isabella, Cassandra O'Brien

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

APPROVAL OF AGENDA #26-09-08

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

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

**APPROVE SUPERINTENDENT'S REPORTS
AND RECOMMENDATIONS #26-09-09**

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

A. EMPLOYMENT OF PERSONNEL

1. TERMINATE EMPLOYMENT

The Superintendent recommends the Board of Education adopt his recommendation to terminate Carole Campomizzi and her employment by the Board effective September 19, 2025.

2. EMPLOY 2025-2026 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 2025-2026 school year:

- a. Patricia Geschke – Key Care Monitor, 2.5 hours/day – Step 0 – \$14.03/hr. – effective 10/01/2025

3. EMPLOY 2025-2026 CLASSIFIED SUBSTITUTES

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

- a. Toni New
Monitor (Key Care, Lunch, Study Hall) – \$13.73/hr.
Paraprofessional – \$13.98/hr.
Building Secretary – \$15.94/hr.

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

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APPROVE OTHER BUSINESS AND SUPERINTENDENT'S
RECOMMENDATIONS #26-09-10

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

A. ADOPT RESOLUTION ESTABLISHING A CYBERSECURITY PROGRAM AND INCIDENT REPORTING PLAN

The Superintendent recommends adoption of the following resolution to meet the requirements set by Ohio House Bill 96:

WHEREAS, the Board of Education (the "Board") of the Keystone Local School District ("the District") is responsible for the governance of the District and for ensuring compliance with all applicable state and federal laws; and

WHEREAS, the 135th General Assembly of the State of Ohio passed House Bill 96, the state's biennial operating budget, which was signed into law and establishes new cybersecurity requirements for all local governments, including public school districts, with a compliance deadline of September 30, 2025; and

WHEREAS, said law requires the District to adopt a cybersecurity program that safeguards the District's data, information technology, and systems to ensure their availability, confidentiality, and integrity; and

WHEREAS, the law specifies that acceptable cybersecurity programs may be based on established frameworks, including, but not limited to, the National Institute of Standards and Technology Cybersecurity Framework (NIST CSF) or the Center for Internet Security Controls (CIS Controls); and

WHEREAS, the law mandates that the District provide programs to identify potential risks and impacts to the District; and

WHEREAS, the law requires that the District establish a means of responding to cybersecurity incidents and restoring operations following a cybersecurity incident; and

WHEREAS, the law mandates that the District provide annual cybersecurity training for all district personnel; and

WHEREAS, the law requires the District to report any cybersecurity or ransomware incident to the Executive Director of the Division of Homeland Security within seven (7) days of discovery and to the Ohio Auditor of State within thirty (30) days of discovery; and

WHEREAS, the Board of Education finds it to be in the best interest of the District, its students, staff, and community to formally direct the administration to take all necessary steps to ensure compliance with these legal requirements.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Keystone Local School District, County of Lorain County, Ohio, that:

Section 1: Adoption of a Cybersecurity Framework and Program. The Board hereby adopts the NIST Cybersecurity Framework (CSF) v2.0 and the Cybersecurity Rubric (CR) as its chosen cybersecurity frameworks. The Board further directs the Superintendent or their designee to develop, implement, and maintain a comprehensive cybersecurity program for the District following this framework, designed to protect the District's digital assets and data.

Section 2: Annual Cybersecurity Training. The Board directs the Superintendent or their designee to implement and manage a program that provides annual cybersecurity awareness and safety training for all required District personnel, ensuring a vigilant and informed staff.

Section 3: Risk Management. The Board directs the Superintendent or their designee to implement and manage a program that identifies and addresses the critical functions and cybersecurity risks of the political subdivision, as well as the potential impacts of a cybersecurity breach.

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Section 4: Incident Response and Disaster Recovery. The Board directs the Superintendent or their designee to implement and manage a program that specifies mechanisms to detect potential threats and cybersecurity events, establishes procedures for the political subdivision to establish communication channels, analyzes incidents, and takes actions to contain cybersecurity incidents, establishes guidelines for the repair of infrastructure impacted by a cybersecurity incident, and provides the maintenance of security after the incident.

Section 5: Incident Reporting Protocol. The Board directs the Superintendent or their designee to establish and maintain a formal protocol for reporting cybersecurity incidents. This protocol shall ensure that in the event of a cybersecurity or ransomware incident, the District makes all required notifications to the Executive Director of the Division of Homeland Security and the Ohio Auditor of State within the timeframes mandated by law.

Section 6: Authorization. The Superintendent and Treasurer are hereby authorized to take all necessary and appropriate actions to implement this Resolution, including the procurement of services and software required to achieve compliance.

Section 7: Compliance with Open Meetings Act. It is found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Section 8: Effective Date. This Resolution shall be in full force and effect from and immediately upon its adoption.

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

ADJOURNMENT #26-09-11

Moved by O'Boyle, second by Sturgill to adjourn the Special Meeting at 5:07 p.m.

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

Devin Stang, President

Sandra Isabella, Treasurer/CFO