

**RECORD OF PROCEEDINGS**

**MINUTES OF KEYSTONE BOARD OF EDUCATION**

**REGULAR MEETING HELD AUGUST 12, 2025**

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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 6:01 p.m.

Board Members in Attendance:

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

Public Persons in Attendance:

Zachary Weagley, Sandra Isabella, Amanda Goran, Kara Griswold, Kate Cunningham, Denise Pinwinski, Loren St. Peter, Bill Robson

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

**APPROVAL OF AGENDA #26-08-03**

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

Ayes: O’Boyle, Sturgill, Hoops, Wakefield, Stang

Motion carried.

**APPROVAL OF PRIOR MEETING MINUTES #26-08-04**

Moved by Hoops, second by Wakefield to dispense with the reading of the minutes of the Regular Meetings on Tuesday, June 24, 2025 and Tuesday, July 15, 2025. The minutes were distributed as required by law and, shall be approved as presented.

Ayes: Hoops, Wakefield, O’Boyle, Sturgill, Stang

Motion carried.

**AUDIENCE PARTICIPATION**

**RECOGNITION AND HEARING OF VISITORS: NONE**

**APPROVE TREASURER/CFO FINANCIAL REPORTS  
AND RECOMMENDATIONS #26-08-05**

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

**A. APPROVE FINANCIAL REPORTS**

The Treasurer/CFO recommends approval of the financial reports, including investments for July 2025, as presented.

**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
07/01/25	07/01/25	98276	18104	ONE KONE COURT	ONE KONE COURT	\$ 8,620.08

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**C. APPROVE FY2026 PRINCIPAL BUDGETS**

The Treasurer/CFO recommends approving the following principal funds.

**Principal Funds**

Camp NuHop	KMS Principal Fund
District Support fund	KMS Principal Pop fund
Keep Fund	KHS Principal Fund
KES Principal Fund	KHS Principal Pop Fund
KES Principal Pop Fund	Washington DC Trip

**D. FY2026 ACTIVITY BUDGETS**

The Treasurer/CFO recommends the adoption of the following Student Activity Budgets:

**KHS**

Academic Challenge	Environmental Club
BBQ Club	FCCLA
Class of 2026 – Senior	National Honor Society
Class of 2027 – Junior	School Store
Class of 2028 – Sophomore	Spanish Club
Class of 2029 – Freshman	Student Council
Comic Book Club	Yearbook
Dance Team Club	Youth 4 Youth
Drama Club	

**KMS**

School Store  
Student Council  
Yearbook

**KES**

Student Council

**E. ADOPT RESOLUTION AUTHORIZING ADDITIONAL FUNDING FOR THE TRACK IMPROVEMENT PROJECT**

The Treasurer/CFO recommends adoption of the following resolution:

**Whereas**, the Keystone Local School District previously approved the Track Improvement Project with an initial authorized budget of \$699,699.34; and

**Whereas**, the District has identified necessary additions and modifications to the project scope; and

**Whereas**, these enhancements are necessary to ensure the functionality, safety, and long-term sustainability of the track; and

**Whereas**, the total cost of the Track Improvement Project is now projected to be \$1,024,555.34, reflecting an increase of \$324,856.00;

**Now, therefore, be it resolved**, that the Keystone Local School District hereby approves the amended project scope and authorizes an increase in funding for the Track Improvement Project in the amount of \$324,856.00, for a revised total budget of \$1,024,555.34;

**Be it further resolved**, that the Superintendent or designee is authorized to take all necessary actions to implement the revised project scope and funding allocation, including execution of change orders and coordination with contractors and vendors.

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

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#### APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #26-08-06

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

#### **A. SUPERINTENDENT REPORT**

##### **1. PAULA PERHOT- DISCUSSION OF WEBSITE REDESIGN**

#### **B. EMPLOYMENT OF PERSONNEL**

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

The Superintendent recommends accepting the resignation of the following individuals:

- a. Kayla Croftcheck – KHS Paraprofessional – effective end of day 07/30/2025
- b. Korin Adkins – KES Paraprofessional – effective end of day 08/24/2025
- c. Michael Erkkila – Assistant Freshman Football – effective end of day 07/15/2025

##### **2. AMEND CERTIFICATED/LICENSED PERSONNEL**

The Superintendent recommends amending the following individual on a limited one (1) year contract commencing with the 2025-2026 school year, subject to completion of all state and local requirements, compensation as per appropriate salary schedule (ORC 3319.11):

- a. Michelle DiMarco – KES Intervention Specialist – Step 9, MA+15 – \$67,909.00 to KES Intervention Specialist – Step 14, MA+15 – \$81,491.00

##### **3. 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. Carole Campomizzi – KES Cafeteria Worker, 3.25 hours/day – Step 4 – \$16.83/hr.

##### **4. APPROVE CERTIFIED SUBSTITUTE TEACHERS**

The Superintendent recommends to approve the certified substitute teachers for the 2025-2026 school year from the approved list provided by the Lorain County Educational Service Center, on an as needed basis with compensation at \$120.00 per day (\$60.00 per half day).

##### **5. EMPLOY CLASSIFIED SUBSTITUTES**

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

#### **Cafeteria – \$14.41/hr.**

- a. Wendy Montoney
- b. Jennifer Hinds
- c. Steffanie Bynum

#### **Custodian/Maintenance – \$17.52/hr.**

- a. Wendy Montoney
- b. Jennifer Hinds
- c. Steffanie Bynum

#### **Monitor – \$13.73/hr.**

- a. Carole Campomizzi – Lunch

#### **Paraprofessional – \$13.98/hr.**

- a. Emily Spence-Sigsworth

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**Building Secretary – \$15.94/hr.**

- a. Jennifer Hinds
- b. Emily Spence-Sigsworth

**Bus Driver – \$18.31/hr.**

- a. James Costa
- b. Katherine Barber
- c. Elaine Lang – Van Only

**6. EMPLOY BLT PERSONNEL**

The Superintendent recommends employing the following individuals as members 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 2025-2026 school year effective August 22, 2025 through May 29, 2026, to be paid from Title IIA funds:

<b><u>KES BLT</u></b>	<b><u>KMS BLT</u></b>	<b><u>KHS BLT</u></b>
Kaitlin Bulger	Kathryn Dillen	Tracy Abfall
Laura DeVore	Julia Egan	Suzanne Atkinson
Jill Hetsler	Jessica Fisher	Andrea Catanzarito
Alexis Kading	Joseph Jasin	John Davis Jr.
Michelle Modock	Heather Lahoski	Patrick Gallion
Heather McCourt	Amber Mezera	Donald Griswold
Brittany Shaw	Stephen Ody	David Jones Jr.
Victoria Smith	Tara Ody	Noelle Puterbaugh
Kimberly Tafa	Adam Shipley	Anna Saxton
Paige Wowk	Jennifer Wooten	Leah Tesny

**7. APPROVE KES BLT MEETING**

The Superintendent recommends approval of a stipend of \$130.00 per day, per time sheet, for the following staff members participating in KES BLT initial start of school meeting on August 20, 2025, to be paid from Title IIA funds:

- a. Kaitlin Bulger
- b. Laura DeVore
- c. Jill Hetsler
- d. Alexis Kading
- e. Michelle Modock
- f. Heather McCourt
- g. Brittany Shaw
- h. Victoria Smith
- i. Kimberly Tafa
- j. Paige Wowk

**8. AMEND 2025-2026 EXTRA DUTY PERSONNEL**

The Superintendent recommends amending the following individual on extra duty contract for the 2025-2026 school year, pending all record checks and completion of state and local requirements, up to maximum salary:

- a. Joseph Poling – from Head Boys' Soccer – Step 1 - \$5,093.16 to Head Boys' Soccer – Step 2 – \$5,729.81

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**9. EMPLOY 2025-2026 EXTRA DUTY PERSONNEL**

The Superintendent recommends employment of the following individuals on extra duty contracts for the 2025-2026 school year, pending all record checks and completion of state and local requirements, up to maximum salary:

- a. Michael Hogue – HS Yearbook Advisor – Step 7 – \$4,668.73
- b. Kathryn Dillen – MS Memory Book Advisor – Step 7 – \$3,183.23
- c. Ceyanna Stasick – HS Drama Club Advisor – Step 2 – \$2,122.15
- d. David Jones Jr. – HS Student Council (50%) – Step 7 – \$1,909.94
- e. Jennifer Fehlan-Jones – HS Student Council (50%) – Step 7 – \$1,909.94
- f. Stephen Ody – MS Student Council (50%) – Step 4 – \$1,167.19
- g. Tara Ody – MS Student Council (50%) – Step 4 – \$1,167.19
- h. Mary Szczepanik – Environmental Club – Step 4 – \$1,273.29
- i. Shannon Heffernan – FCCLA Club – Step 4 – \$1,273.29
- j. Olivia Erdos – KES Student Council – Step 2 – \$1,061.08
- k. Andrea Catanzarito – NHS Advisor – Step 7 – \$2,546.58
- l. Suzanne Atkinson – Senior Class Advisor (50%) – Step 5 – \$1,273.29
- m. Patrick Gallion – Senior Class Advisor (50%) – Step 4 – \$1,273.29
- n. Ashley Hartman – Junior Class Advisor (50%) – Step 3 – \$1,167.19
- o. Shannon Heffernan – Sophomore Class Advisor – Step 7 – \$1,782.61
- p. Noelle Puterbaugh – Freshman Class Advisor – Step 5 – \$1,273.29
- q. Thomas Habenicht – Academic Challenge – Step 7 – \$2,971.01
- r. Bethany Pearce – Vocal Contest Director – Step 7 – \$3,395.44
- s. John Davis Jr. – HS Instrumental Contest Director – Step 4 – \$2,546.58
- t. John Davis Jr. – MS Instrumental Contest Director – Step 4 – \$2,546.58
- u. John Davis Jr. – HS Marching/Pep Band – Step 4 – \$6,366.45
- v. Abigail Clay – Flag Corps Advisor – Step 2 – \$2,334.37
- w. Thomas Habenicht – Comic Book Club – Step 7 – \$1,485.51
- x. Andrea Catanzarito – Spanish Club (50%) – Step 7 – \$742.76
- y. Jennifer Galletti – Spanish Club (50%) – Step 7 – \$742.76
- z. Paula Perhot – District Communications – Step 7 – \$6,366.45
- aa. Paula Perhot – Website Maintenance – Step 7 – \$6,366.45
- bb. Donna Knight – Gifted Coordinator – Step 7 – \$11,884.04

**10. RESCIND 2025-2026 EXTRA DUTY CONTRACT**

The Superintendent recommends rescinding the 2025-2026 extra duty contract of the following individual:

- a. Julie Fortune – Fall Faculty Manager

**11. APPROVE VOLUNTEERS**

The Superintendent recommends approving the following individuals as a volunteer for the 2025-2026 school year for the position indicated, pending all record checks and completion of state and local requirements:

- a. Michael Erkkila – KHS Football
- b. Chad Whitacre – KHS Football
- c. Brett Linden – KMS Football
- d. Camden Fraser – Boys' Soccer
- e. Staci Crabeels – Volleyball
- f. Michelle Webb – Volleyball

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**12. EMPLOY SUMMER INTERVENTION CREDIT RECOVERY INSTRUCTOR**

The Superintendent recommends employing the following individual as a Summer Intervention Credit Recovery Instructor between the period of July 28-July 31, not to exceed 4 hours a day, 2 times per week, at tutor rate, per the KLEA Negotiated Agreement, per time sheet:

- a. Dawn Morris

**13. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS**

The Superintendent recommends approval for the following staff members to complete Curriculum Planning for new curriculum up to 4 pre-approved dates for a stipend of \$130.00 per day, to be paid from Title IIA funds.

- a. Mary Szczepanik

**14. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS**

The Superintendent recommends approval for the following staff members to complete new teacher training and orientation on the dates of August 7, 2025, August 18, 2025 and August 19, 2025 for a stipend of \$130.00 to be paid from Title IIA funds.

- a. Julia Egan
- b. Jackson Folland
- c. Brayden Loomis
- d. Allison Stephenson
- e. Michelle DiMarco

**15. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS**

The Superintendent recommends approval for the following staff members to be paid a stipend of a half day of \$65.00 to be paid from Title IV funds for the purpose of CCP Convocation Meeting hosted by Lorain County Community College.

- a. Adam Crabtree
- b. Jennifer Fehlan-Jones
- c. Tom Habenicht
- d. Noelle Puterbaugh

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

#### APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #26-08-07

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

**A. APPROVE 2025-2026 BUS ROUTES**

The Superintendent recommends approving the 2025-2026 bus routes as presented. Routes are subject to change at the discretion of the Transportation Supervisor.

**B. APPROVE EUROPE OVERNIGHT TRIP ITINERARY**

The Superintendent recommends approving the proposed itinerary for the KHS trip to Spain, reflecting travel dates of Monday, June 1, 2026, through Wednesday, June 10, 2026, as presented.

**C. ADOPT ONLINE LEARNING PLAN**

The Superintendent recommends the adoption of the online learning plan for the 2025-2026 school year for Keystone Local School District as presented.

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**D. APPROVE CURRICULUM ADOPTION**

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

**Subject:** English Language Arts

**Summary:** The following list of novels are recommended to go with our newly adopted ELA curriculum, StudySync, for grades 6-8.

Titles:

**Grade 6:**

A Long Walk To Water, Linda Sue Park

Walk Two Moons, Sharon Creech

Roll of Thunder, Hear My Cry, Mildred D. Taylor

Lightning Thief, Rick Riordan

Hoot, Carl Hiaasen

I am Malala, Christian Lamb and Malala Yosafzai

Freedom Walkers, Russell Freedman

**Grade 7:**

Star Girl, Jerry Spinelli

Flesh and Blood So Cheap, Albert Marrin

The Jungle Book, Rudyard Kipling

The Hunger Games, Suzanne Collins

**Grade 8:**

Ten Days, Austin Duffy

The Outsiders, S.E. Hinton

Inside Out, Larry Crab

A Night to Remember, Walter Lord

Across Five Aprils, Irene Hurt

Refugee, Alan Gratz

Narrative of Fredrick Douglas, Fredrick Douglas

**E. APPROVE WORK SESSION MEETINGS**

The Superintendent recommends approving work session meetings on an as needed basis during the 2025-2026 school year. If needed, the next Work Session Meeting will be on \_\_\_\_\_.

Ayes: Sturgill, O'Boyle, Hoops, Wakefield, Stang

Motion carried.

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

1. Tuesday, September 16, 2025 - Regular Meeting – KHS Conference Room
2. Tuesday, October 21, 2025 – Regular Meeting – KHS Conference Room
3. Tuesday, November 11, 2025 – Regular Meeting – KHS Conference Room

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**EXECUTIVE SESSION #26-08-08**

Moved by Hoops, second by O'Boyle to adjourn to Executive Session under ORC 102.03 and ORC 121.22 for the purpose of:

1. consideration of confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets or personal financial statements of an applicant for economic development assistance, or negotiations with other political subdivisions respecting requests for economic development assistance, provided that:
  - B. a unanimous quorum of the Board has determined by a roll-call vote the executive session is necessary to protect the interests of the applicant or possible investment or expenditure of public funds to be made in connection with the economic development project.

**With no action to follow.**

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

Executive Session 6:39 p.m. Return to Open Session 7:05 p.m.

**ADJOURNMENT #26-08-09**

Moved by Sturgill, second by Hoops to adjourn the Regular Meeting at 7:06 p.m.

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

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Devin Stang, President

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Sandra Isabella, Treasurer/CFO