

RECORD OF PROCEEDINGS
MINUTES OF KEYSTONE BOARD OF EDUCATION
REGULAR MEETING HELD SEPTEMBER 16, 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 6:03 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, Deborah Melda, Tina Ludwig, Bill Robson, Susan Wargo, Denise Piwinski, Cassandra O'Brien, Allison Towne, Justin Nacarato, Kristin Kaiser

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

APPROVAL OF AGENDA #26-09-01

Moved by Hoops, second by Wakefield, to approve agenda with addendum as presented.

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

APPROVAL OF PRIOR MEETING MINUTES #26-09-02

Moved by Sturgill, second by O'Boyle, to dispense with the reading of the minutes of the Regular Meeting on Tuesday, August 12, 2025. The minutes were distributed as required by law, and shall be approved as presented.

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

SPECIAL RECOGNITION

The Auditor of State Award was presented by Tina Ludwig to Superintendent Zachary Weagley, Treasurer Sandra Isabella, and the members of the Board of Education for Keystone Local School District.

The Keystone Elementary PTA was recognized for being designated as a National PTA School of Excellence.

AUDIENCE PARTICIPATION

RECOGNITION AND HEARING OF VISITORS:

Susan Wargo asked a question regarding prayer in schools.

**APPROVE TREASURER/CFO FINANCIAL REPORTS
AND RECOMMENDATIONS #26-09-03**

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

A. APPROVE FINANCIAL REPORTS

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

B. ADOPT FISCAL YEAR 2026 PERMANENT APPROPRIATIONS

The Treasurer/CFO recommends adoption of the Fiscal Year 2026 Permanent Appropriations as shown. (Treasurer will provide).

C. APPROVE FORECAST AND ASSUMPTIONS

The Treasurer/CFO recommends approval of the Forecast and assumptions as presented.

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D. ADOPT RESOLUTION AUTHORIZING ADDITIONAL FUNDING FOR THE ROOFING PROJECT

The Treasurer/CFO recommends adoption of the following resolution:

WHEREAS: the Keystone Local School District previously approved the Roofing Project with an initial authorized budget of \$774,404.00; 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 roof; and

WHEREAS: the total cost of the Roof Improvement Project is now projected to be \$817,551.00 reflecting an increase of \$43,147.00; 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 Roof Improvement Project in the amount of \$43,147.00, for a revised total budget of \$817,551.00;

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

APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #26-09-04

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

A. EMPLOYMENT OF PERSONNEL

1. ACCEPT RESIGNATION

The Superintendent recommends accepting the resignation of the following individual:

- a. Luke Forthofer – JV Volleyball – effective 06/30/2025

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

- a. Erica Domec – Transportation Secretary, 7.5 hours/day – Step 3 – \$18.01/hr. – effective 08/19/2025
- b. Donna Hauser – Bus Monitor, 6.0 hours/day – Step 3 – \$15.53/hr. – effective 09/02/2025
- c. Shannon Kokinda – KHS Paraprofessional, 6.75 hours/day – Step 4 – \$16.33/hr. – effective 08/25/2025
- d. Michelle Nickolay – KES Lunch Monitor, 3.25 hours/day – Step 0 – \$14.03/hr. – effective – 09/15/2025
- e. Charles Magel – Bus Driver, 6.0 hours/day – Step 5 – \$21.88/hr. – effective 08/25/2025

3. EMPLOY 2025-2026 CERTIFICATED TUTORS

The Superintendent recommends employment of the following individuals on a limited one (1) year contract commencing with the 2025-2026 school year, subject to completion of all state and local requirements, at tutor rate per the KLEA Negotiated Agreement, per time sheet, not to exceed 150 days, for the building and hours as listed:

- a. Jaclyn Carey – KES 5.25 hours per day
- b. Sara Dodrill – KES 5.25 hours per day
- c. Ashley Paquette – KHS 5.25 hours per day

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4. APPROVE CERTIFICATED TUTORS EXTENDED TIME

The Superintendent recommends employing the following certificated tutors for extended time on an as needed basis, at tutor rate per the KLEA Negotiated Agreement for the 2025-2026 school year, per time sheet.

- a. Jaclyn Carey
- b. Sara Dodrill
- c. Ashley Paquette

5. APPROVE KHS BLT MEETING

The Superintendent recommends approval of a stipend of \$97.50 per $\frac{3}{4}$ day, per time sheet, for participation of the following staff members in the KHS BLT initial start of school meeting on August 19, 2025, to be paid from Title IIA funds.

- a. Suzanne Atkinson
- b. Andrea Catanzarito
- c. John Davis Jr.
- d. Patrick Gallion
- e. Donald Griswold
- f. David Jones Jr.
- g. Anna Saxton
- h. Leah Tesny

6. 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 2025-2026 school year effective August 22, 2025 through May 29, 2026, to be paid from Title IIA funds:

KMS BLT
Kristin Zatik

7. SALARY RECLASSIFICATION – CERTIFIED

The Superintendent recommends the following changes in salary schedule placement for the 2025-2026 school year due to continuing education.

- a. Andrea Catanzarito from MA to MA+15 – Step 13
- b. Adam Crabtree from MA+15 to MA+30 – Step 16
- c. Laura DeVore from MA to MA+15 – Step 16
- d. Kristen Lazard from MA to MA+15 – Step 22
- e. Heather McCourt from MA to MA+15 – Step 25
- f. Alex Stanley from BA+15 to MA – Step 5
- g. Tyler Trakas from BA+15 to MA – Step 6

8. EMPLOY KMS PBIS TEAM

The Superintendent recommends employing the following individuals as members of the KMS PBIS Team on an as needed basis, per time sheet, at tutor rate per the KLEA Negotiated Agreement for the 2025-2026 school year to be paid from Title IV Funds:

- a. Tara Ody
- b. Megan Shipley
- c. Kathryn Dillen
- d. Julia Egan
- e. Nicole Cassell
- f. Jamie Cendrosky

9. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Superintendent recommends approval for the following staff member to complete Curriculum Planning for new curriculum up to 2 pre-approved dates for a stipend of \$130.00 per day, to be paid from Title IIA funds.

- a. Kristin Zatik

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10. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Superintendent recommends approval for the following staff members to complete CPI training on August 19, 2025 at the hourly substitute rate of the employee, to be paid from Title IIA funds.

- a. Amy Sullivan
- b. Kelly Wysocki

11. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Superintendent recommends approval for the following staff members to complete Diabetic training on August 19, 2025 at the hourly rate of the employee, to be paid from Title IIA funds.

- a. Amy Sullivan
- b. Shannon Kokinda

12. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Superintendent recommends approval for the following staff members to complete Diabetic training for 1/2 day at \$65.00 per 1/2 day, to be paid from Title IIA funds.

- a. Rebecca Reed
- b. Jackson Folland
- c. Jamie Cendrosky
- d. Adam Shipley
- e. Joseph Jasin
- f. Kathryn Dillen
- g. Suzanne Healy
- h. Staci Rapson

13. 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:

Bus Driver \$18.31/hr.

- a. Dale Klan – van only
- b. Reginal Hetsler – effective 08/26/2025

Cafeteria - \$14.41/hr.

- a. Ashley Harasti
- b. Donna Hauser – effective 09/03/2025

Cleaning - \$13.26/hr.

- a. Dawn Schupp – effective 09/11/2025

Monitor - \$13.73/hr.

- a. Emily Spence-Sigsworth – Key Care
- b. Ashley Harasti – Study Hall
- c. Donna Hauser – Key Care, Lunch, Study Hall

Paraprofessional – \$13.98/hr.

- a. Ashley Harasti
- b. Donna Hauser

Building Secretary - \$15.94

- a. Angela Hartley – effective 08/29/2025

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14. RESCIND CLASSIFIED SUBSTITUTES

The Superintendent recommends rescinding the following classified substitutes for the position noted.

Custodian/Maintenance

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

15. AMEND 2025-2026 EXTRA DUTY PERSONNEL

The Superintendent recommends amending 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. Lisa Medvetz – Head Seventh Volleyball – from Step 2 – \$2,546.58 to Step 4 – \$3,183.23
- b. Faith Baracscai – Head Girls Soccer – Step 2 – from \$5,093.16 to \$5,729.81
- c. Ashley Hartman – from Junior Class Advisor (50%) – Step 3 – \$1,167.19 to Junior Class Advisor (100%) – Step 3 – \$2,334.37

16. 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. Bert Fitzgerald – Fall Faculty Manager – Step 1 – \$1,485.51
- b. Anita Cutler – KMS Drama Club – Step 6 – \$2,546.58
- c. Jill Hetsler – Lead Mentor Teacher - \$1,900.00
- d. Heather Lahoski – Mentor Teacher – Jackson Folland – \$1,000.00
- e. Heather McCourt – Mentor Teacher – Amber Mezera, Cara Provenzale – 2 @ \$1,000.00 = \$2,000.00
- f. Noelle Puterbaugh – Mentor Teacher – Emily Rossi – \$1,000.00
- g. Courtney Trakas – Mentor Teacher – Brayden Loomis – \$1,000.00
- h. John Davis Jr. – KHS Instrumental Performance – Step 4 – 3 @ \$169.77 = \$509.31
- i. John Davis Jr. – Instrumental Parade Days – Step 4 – 3 @ \$212.22 = \$636.66
- j. John Davis Jr. – KMS Instrumental Performance – Step 4 – 3 @ \$169.77 = \$509.31
- k. Bethany Pearce – KHS Vocal Performance – Step 7 – 5 @ \$254.66 = \$1,273.30
- l. Bethany Pearce – KMS Vocal Performance – Step 7 – 3 @ \$254.66 = \$763.98
- m. Anne Paulchell – KES Vocal Performance – Step 7 – 5 @ \$254.66 = \$1,273.30
- n. Johnathan Carman – Assistant Marching/Pep Band – Step 1 – \$2,334.37
- o. Todd Strebel – Assistant Varsity Football – Step 1 – \$3,819.87

17. EMPLOY ESY SERVICES INSTRUCTORS

The Superintendent recommends employing the following individuals as an ESY Services Instructor for August 21, 2025, at the tutor rate per the KLEA Negotiated Agreement, per time sheet:

- a. Jackson Folland – not to exceed 1.25 hours
- b. Heather Lahoski – not to exceed 1.25 hours

18. EMPLOY ESY SUPPORT SERVICES

The Superintendent recommends employing the following individuals as an ESY Support Services for August 21, 2025, at their hourly rate, per time sheet:

- a. Shannon Kokinda – not to exceed 1.25 hours
- b. Tiffany Peery – not to exceed 1.5 hours
- c. Amy Sullivan – not to exceed 1.25 hours

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19. 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. Lauren LaPointe – Girls' Soccer

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

APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #26-09-05

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

A. ACCEPT DONATIONS

The Superintendent recommends accepting the following donations:

1. Agape Coffeehouse – assorted school supplies valued at \$250.00 to KES
2. Hannah Murray – books valued at \$50.00 to KES Library
3. Knights of Columbus – \$300.00 to Keystone Special Olympics Team

B. 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:

8th grade:

1. 10 Days in a Madhouse, Nellie Bly

C. APPROVE CURRICULUM ADOPTION

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

Subject: English Language Arts

Summary: The following novel that aligns to the Grade 9 ELA Standards

Titles:

1. A Midsummer Night's Dream: No Fear Shakespeare Side-by-Side Plain English by William Shakespeare

D. APPROVE FINALSITE CONTRACT

The Superintendent recommends approving the agreement with Finalsité to provide website setup, phone and messaging communications, and professional services as presented.

E. RESOLUTION FOR ADOPTION OF BOARD POLICY MANUAL

The Superintendent recommends adoption of the following resolution:

WHEREAS: the Board of Education of the Keystone Local School District engaged the Ohio School Boards Association to conduct a thorough search of documents for existing policy, regulations and management information, and to provide the Board a manual containing a new codification of current policies and regulations, and

WHEREAS: the search, codification and manual preparation tasks have been completed, and

WHEREAS: the manual has been reviewed by the Board, the Superintendent, and school administrators and found to be current and accurate, therefore

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BE IT RESOLVED: that the Keystone Local School District Board of Education accept and adopt the manual prepared as the Policy Manual of the Keystone Local School District. As of this date, Tuesday, September 16, 2025 this manual contains all of the policies of the Keystone Local School District with the understanding that all of the policies and regulations contained therein are subject to continuing review and revision by the Board. All policies in effect prior to this date are hereby rescinded or superseded.

- F. APPROVE MEMORANDUM OF UNDERSTANDING WITH CORNERSTONE PATHWAYS LLC dba NEW CARE BEHAVIORAL HEALTH**
The Superintendent recommends approving the Memorandum of Understanding with Cornerstone Pathways LLC dba New Care Behavioral Health for referring students to school-based counseling services from the Provider as presented.
- G. APPROVE AGREEMENT WITH IN HARMONY THERAPEUTIC SERVICES**
The Superintendent recommends approving the In Harmony Therapeutic Services Agreement to provide music therapy as presented.
- H. APPROVE OUT OF STATE TRIP TO WASHINGTON D.C.**
The Superintendent recommends approving an out of state field trip for Keystone High School Sophomore students to Washington D.C. during the period of Tuesday, March 10, 2026 through Friday, March 13, 2026 as presented.
- I. 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: Hoops, Wakefield, O'Boyle, Sturgill, Stang
Motion carried.

Future BOE Meetings @ 6:00 P.M.

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

EXECUTIVE SESSION #26-09-06

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

1. the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against such an employee, official or student, unless an such individual requests a public hearing (the Board will not hold an executive session for the discipline of one of its members for conduct related to the performance of his/her official duties or for his/her removal from office);

With no action to follow.

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

Executive Session 6:51 p.m. Return to Open Session 7:36 p.m.

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ADJOURNMENT #26-09-07

Moved by Hoops, second by Sturgill to adjourn the Regular Meeting at 7:37 p.m.

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

Devin Stang, President

Sandra Isabella, Treasurer/CFO