

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD DECEMBER 15, 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 6:00 p.m.

Board Members in Attendance:

Andrew Hoops, Kimberly Sturgill, Patricia Wakefield, Devin Stang

Board Members not in Attendance:

Carrie O'Boyle

Public Persons in Attendance:

Zachary Weagley, Sandra Isabella, Kara Griswold, Kate Cunningham, Bill Robson

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

APPROVAL OF AGENDA #26-12-03

Moved by Hoops, second by Sturgill to approve agenda as presented.

Ayes: Hoops, Sturgill, Wakefield, Stang

Motion carried.

APPROVAL OF PRIOR MEETING MINUTES #26-12-04

Moved by Sturgill, second by Wakefield to dispense with the reading of the minutes of the Regular Meeting on Tuesday, November 11, 2025. The minutes were distributed as required by law, and shall be approved as presented.

Ayes: Sturgill, Wakefield, Hoops, Stang

Motion carried.

DISTRICT SPECIAL RECOGNITION

DISTRICT PRESENTATION

- A. AMANDA GORAN, CURRICULUM DIRECTOR – FEDERAL PROGRAMS PRESENTATION**

AUDIENCE PARTICIPATION

RECOGNITION AND HEARING OF VISITORS:

Kate Cunningham – addressed the Board regarding LifeWise Academy, highlighting the importance of following established policies and procedures and being mindful of potential pressure on students.

APPROVE TREASURER/CFO FINANCIAL REPORTS AND RECOMMENDATIONS #26-12-05

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

- A. APPROVE FINANCIAL REPORTS**

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

Ayes: Sturgill, Wakefield, Hoops, Stang

Motion carried.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD DECEMBER 15, 2025

APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #26-12-06

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

A. EMPLOYMENT OF PERSONNEL

1. ACCEPT CLASSIFIED RESIGNATION

The Superintendent recommends accepting the following resignation for the purpose of retirement:

- a. Cheryl Prosser – KES Head Cook – effective end of day 12/31/2025

2. ACCEPT RESIGNATIONS

The Superintendent recommends accepting the resignations of the following individuals:

- a. Mason Orians – Assistant Treasurer – effective end of day 12/04/2025
- b. Donald Griswold – Head Varsity Football – effective end of day 12/07/2025

3. EMPLOY TREASURER'S ASSISTANT, BUDGETARY/PAYABLES

The Superintendent recommends hiring the following individual for the Treasurer's Assistant, Budgetary/Payables position and hourly rate as noted, pending all record checks and completion of state and local requirements.

- a. Cindy Miller – 260 days, 7.5 hours/day – Step 14 – \$31.13/hr. – effective 12/12/2025

4. 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 Murat – KHS Paraprofessional, 6.75 hours/day – Step 5 – \$16.84/hr. – effective 12/19/2025

5. APPROVE TRANSFER

The Superintendent recommends transferring the following individuals for the 2025-2026 School Year:

- a. Amy Sullivan from KHS Paraprofessional 6.75 hours per day to KES Paraprofessional 6.75 hours per day effective 12/10/2025
- b. Rebecca Homza from KES Cashier/Cafeteria Worker 3.25 hours a day to KES Head Cook 6.50 hours a day effective 01/01/2026

6. EMPLOY CLASSIFIED SUBSTITUTE

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

- a. Miranda Lehota
Cafeteria – \$14.41/hr.
Building Secretary – \$15.94/hr.

7. EMPLOY 2025-2026 DETENTION SCHOOL TEACHERS

The Superintendent recommends employment of the following individuals as Detention School Teachers, for the 2025-2026 school year at tutor rate per the KLEA Negotiated Agreement, per time sheet, on an as needed basis.

- a. Donald Griswold
- b. Kari Dove

8. RESCIND 2025-2026 EXTRA DUTY CONTRACT

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

- a. Shannon Heffernan – Dance Team

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD DECEMBER 15, 2025

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. Brooke Creak – Junior Varsity Cheerleading Advisor, Winter – Step 4 – \$1,697.72
- b. Shannon Heffernan – Winter Faculty Manager – Step 7 – \$1,485.51
- c. Shawn Reed – Head Freshman Boys’ Basketball – Step 1 – \$4,456.52
- d. Ashley Hartman – Mock Trial – Step 1 – \$1,273.29
- e. Andrew Hoch – Ticket Taker – \$20.00 Per Game
- f. Anne Morrison – Ticket Taker – \$20.00 Per Game
- g. Stephen Ody – Ticket Taker – \$20.00 Per Game
- h. Geri Putzier – Ticket Taker – \$20.00 Per Game
- i. Scot Pataky – Scoreboard Operator – \$20.00 Per Game
- j. Gregory Morgan – Scoreboard Operator – \$20.00 Per Game

Ayes: Hoops, Wakefield, Sturgill, Stang

Motion carried.

APPROVE OTHER BUSINESS AND SUPERINTENDENT’S RECOMMENDATIONS #26-12-07

Moved by Sturgill, second by Wakefield that the following resolution be adopted.

A. RESOLUTION OF CONDITIONAL IMPRACTICABILITY AND PAYMENT IN LIEU OF TRANSPORTATION

The Superintendent recommends adoption of the following resolution (see Attachment A):

WHEREAS the student identified by the attachment has been determined to be a resident of the Keystone Local School District, and eligible for transportation services; and

WHEREAS circumstances may arise on certain days that make it temporarily impractical for the District to provide transportation for this student; and

WHEREAS the following factors as identified in Revised Code §3327.02 have been considered:

1. The time and distance required to provide the transportation
2. The number of pupils to be transported
3. The cost of providing transportation in terms of equipment, maintenance, personnel, and administration
4. Whether similar or equivalent service is provided to other pupils eligible for transportation
5. Whether and to what extent the additional service unavoidably disrupts current transportation schedules
6. Whether other reimbursable types of transportation are available; and

WHEREAS the option of offering payment-in-lieu of transportation is provided in Ohio Revised Code: Therefore,

BE IT RESOLVED that the Keystone Local School District Board of Education hereby approves the declaration that, although daily transportation is generally provided, it may, under specific and unavoidable circumstances, be impractical for the District to transport the student identified herein. In such instances, the District authorizes offering the parent(s)/guardian(s) of the student named in the attachment payment-in-lieu of transportation for days when the District is unable to provide such transportation during the 2025-2026 school year.

BE IT FURTHER RESOLVED that the Director of Transportation notify the Ohio State Board of Education of its determinations regarding conditional impracticability.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD DECEMBER 15, 2025

BE IT FURTHER RESOLVED that the Superintendent of Schools shall notify the parent/guardian of the affected student of the determination of transportation impracticability, along with a Payment in Lieu of Transportation Waiver Form.

Ayes: Sturgill, Wakefield, Hoops, Stang
Motion carried.

APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #26-12-08

Moved by Hoops, second by Sturgill that the following resolution be adopted.

B. ADOPT RESOLUTION AUTHORIZING SCHOOL BUS PURCHASE

The Superintendent recommends adoption of the following resolution:

WHEREAS, the Keystone Local School District is a member of the Ohio Schools Council. On November 3, 2025, the Ohio Schools Council received bids for school buses on behalf of its members. The Keystone Local School District Board of Education authorizes the purchase of one – seventy-one passenger/with lift conventional school bus chassis and bodies that were bid through the Ohio Schools Council. Therefore,

BE IT RESOLVED the Keystone Local School District Board of Education wishes to purchase one – seventy-one passenger/with lift conventional school bus chassis and bodies from the bids received through the Ohio Schools Council on November 3, 2025.

Ayes: Hoops, Sturgill, Wakefield, Stang
Motion carried.

APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS #26-12-09

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

C. APPROVE MEMORANDUM OF UNDERSTANDING WITH KEYSTONE LOCAL EDUCATION ASSOCIATION (KLEA)

The Superintendent recommends approving the Memorandum of Understanding with Keystone Local Education Association (KLEA) to support certificated staff in obtaining the Gifted Intervention Specialist Endorsement or Certificate as recognized by the Ohio Department of Education and Workforce (ODEW).

D. APPROVE OSBA ANNUAL MEMBERSHIP DUES

The Superintendent recommends approving the OSBA Annual Membership Dues as presented.

E. APPROVE AGREEMENT WITH THE EDUCATIONAL SERVICE CENTER OF LORAIN COUNTY

The Superintendent recommends approving an agreement with The Educational Service Center of Lorain County to provide You Science consortium pricing for the 2025-2026 school year as presented.

F. APPROVE AGREEMENT WITH THE EDUCATIONAL SERVICE CENTER OF LORAIN COUNTY

The Superintendent recommends approving an agreement with The Educational Service Center of Lorain County to provide translation and interpretation services through PGLS for the 2025-2026 school year as presented.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD DECEMBER 15, 2025

G. 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: Wakefield, Hoops, Sturgill, Stang
Motion carried.

Future BOE Meetings @ 6:00 P.M.

1. Monday, January 12, 2026 – Tax Budget Hearing, Organizational Meeting, and Regular Meeting in KHS Room 110

EXECUTIVE SESSION #26-12-10

Moved by Sturgill, second by Hoops 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: Sturgill, Hoops, Wakefield, Stang
Motion carried.

Executive Session 6:42 p.m. Return to Open Session 6:56 p.m.

ADJOURNMENT #26-12-11

Moved by Hoops, second by Sturgill to adjourn the Regular Meeting at 6:58 p.m.

Ayes: Hoops, Sturgill, Wakefield, Stang
Motion carried.

Kimberly Sturgill, President

Sandra Isabella, Treasurer/CFO

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD DECEMBER 15, 2025

ATTACHMENT A

**RESOLUTION OF CONDITIONAL IMPRACTICABILITY AND
PAYMENT IN LIEU OF TRANSPORTATION**

Student Name	School Selected	Parent/Guardian
Chase Warner	Phoenix Learning Center	Tiffany and Glenn Warner