

**RECORD OF PROCEEDINGS**

**MINUTES OF KEYSTONE BOARD OF EDUCATION**

**REGULAR MEETING HELD FEBRUARY 25, 2019**

---

Dennis Walter called the meeting to order at 6:00 p.m.

Board Members in Attendance:

Renee Mezera, Carrie O’Boyle, Devin Stang, Patricia Wakefield, Dennis Walter

Public Persons in Attendance:

Daniel White, Michael Resar Sr., David Kish, Maura Neville, Jody White, Albert Trego, Deborah Melda, Kim Sturgill

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

Grade K-2 Presentation by Maura Neville

**APPROVAL OF AGENDA #19-02-01**

Moved by Mezera, second by Stang, to approve the agenda as presented with corrections.

Ayes: Mezera, Stang, O’Boyle, Wakefield, Walter

Motion carried.

**APPROVAL OF PRIOR MEETING MINUTES #19-02-02**

Moved by Wakefield, second by O’Boyle to dispense with the reading of the minutes of the Regular Meeting on Wednesday, January 23, 2019. The minutes were distributed as required by law and, shall be approved as presented.

Ayes: Wakefield, O’Boyle, Mezera, Stang, Walter

Motion carried.

**AUDIENCE PARTICIPATION**

**RECOGNITION AND HEARING OF VISITORS – NONE  
INPUT FROM STAFF – NONE**

**CURRICULUM CORNER**

**David Kish**, Director of Curriculum and Instruction – Ohio Report Card Progress Component

**APPROVE TREASURER/CFO FINANCIAL REPORTS  
AND RECOMMENDATIONS #19-02-03**

Moved by Mezera, second by Stang that the foregoing recommendations be approved.

**A. APPROVE FINANCIAL REPORTS**

The Treasurer/CFO recommends approval of the financial reports, including investments for January 2019, 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
01/07/19	01/04/19	90604	61445	CAMPUS SUITE WEB HOSTING	INNERSYNC	\$ 6,380.15

## RECORD OF PROCEEDINGS

### MINUTES OF KEYSTONE BOARD OF EDUCATION

#### REGULAR MEETING HELD FEBRUARY 25, 2019

---

**C. APPROVE CO-PLANNING FOR CO-TEACHING PROGRESS REVIEW**

The Treasurer/CFO recommends the approval of Co-Planning for Co-Teaching Progress Review between February 1, 2019 and February 28, 2019, as exact dates are TBD, total of 1 hour each, at tutor rate, \$28.00 per hour, per time sheet.

1. Tracy Abfall
2. Michael Hogue
3. Natalie Rodriguez
4. Catherine Stratton

Ayes: Mezera, Stang, O'Boyle, Wakefield, Walter  
Motion carried.

**APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #19-02-04**

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

**A. EMPLOYMENT OF PERSONNEL**

**1. APPROVE CLASSIFIED CONTINUING CONTRACT**

The Superintendent recommends granting a continuing contract to the following individuals as they have successfully completed an eighteen-month probationary period:

- a. Roberta Moore – KHS Lunch Monitor – effective 2/28/19
- b. Marsha Conn – KMS Secretary – effective 3/5/19
- c. Kathryn Ryan – KES Lunch Monitor – effective 3/5/19
- d. Stacey Seman – KMS Lunch Monitor – effective 3/5/19

**2. EMPLOY 2018-2019 EXTRA DUTY PERSONNEL**

The Superintendent recommends employment of the following individuals on extra duty contract for the 2018-2019 school year as indicated, pending all record checks and completion of state and local requirements:

- a. Jeffrey Holzauer- Head Varsity Track – Step 7- \$6,644.46
- b. Robert Clarico – Assistant Varsity Track – Step 7 - \$4,130.34
- c. Gregory Morgan – Assistant Varsity Track – Step 7 - \$4,130.34
- d. Stephen Ody – Head MS Track- Step 7 - \$3,591.60
- e. Kevin Fox – Assistant MS Track – Step 7- \$2,873.28
- f. Jeffrey Ohl – Assistant MS Track – Step 7 - \$2,873.28
- g. Bert Fitzgerald – Head Varsity Baseball – Step 7 - \$6,644.46
- h. Kenneth Stiner – Freshman Baseball – Step 2 - \$2,334.54
- i. James Piazza – Head Varsity Softball – Step 7 - \$6,644.46
- j. Douglas Cooper – Junior Varsity Softball – Step 7 - \$4,130.34
- k. Natalie Camp – Freshman Softball – 50% - Step 7 - \$1,885.59
- l. Peter Motlik Jr. – Freshman Softball – 50% - Step 7 - \$1,885.59

**3. APPROVE VOLUNTEERS**

The Superintendent recommends approving the following volunteers for the 2018-2019 school year for the position as indicated, pending all record checks and completion of state and local requirements:

- a. Baseball - Franklin Bailey
- b. Baseball - Alan Carmen
- c. Baseball – Rocky Houston
- d. Softball - Michelle Andujar
- e. Softball - Ann Green

## RECORD OF PROCEEDINGS

### MINUTES OF KEYSTONE BOARD OF EDUCATION

#### REGULAR MEETING HELD FEBRUARY 25, 2019

---

- 4. EMPLOY CLASSIFIED SUBS FOR THE 2018-2019 SCHOOL YEAR**  
The Superintendent recommends employment of the following 2018-2019 classified substitutes for the positions and hourly rates noted, pending all record checks and completion of state and local requirements.

  - a. Dawn Sherrill
    - Cafeteria - \$11.09/hr.
    - Custodian/Maintenance - \$13.77/hr.
  
- 5. APPROVE FAMILY MEDICAL LEAVE ACT – DEBRA KROLCZYK**  
The Superintendent recommends approving the absence for Debra Krolczyk under the Family Medical Leave Act for the period on or about January 2, 2019 through on or about January 18, 2019.
  
- 6. APPROVE FAMILY MEDICAL LEAVE ACT – STACI RAPSON**  
The Superintendent recommends approving the absence for Staci Rapson under the Family Medical Leave Act for the period on or about March 4, 2019 through on or about April 5, 2019.
  
- 7. APPROVE FAMILY MEDICAL LEAVE ACT – JILLIAN TERRANOVA**  
The Superintendent recommends approving the absence for Jillian Terranova under the Family Medical Leave Act for the period on or about March 22, 2019 through on or about May 24, 2019.
  
- 8. APPROVE FAMILY MEDICAL LEAVE ACT – JESSICA FISHER**  
The Superintendent recommends approving the absence for Jessica Fisher under the Family Medical Leave Act for the period on or about May 13, 2019 through on or about May 24, 2019.
  
- 9. EMPLOY 2018-2019 HOMEBOUND INSTRUCTION TUTORS**  
The Superintendent recommends employment of the following individuals as homebound instruction tutors for the 2018-2019 school year commencing on February 7, 2019 through June 30, 2019 at tutor rate, \$28.00 per hour, per time sheet, on an as needed and approved basis.

  - a. Hannah Murray
  - b. Victoria Smith
  
- 10. ACCEPT RESIGNATIONS**  
The Superintendent recommends accepting the resignation of the following individuals.

  - a. James Burns – Custodian/Maintenance - effective end of day on 2/11/19
  - b. Audrey Stephen – Bus Driver – effective end of day on 2/20/2019
  
- 11. APPROVE TRANSFERS**  
The Superintendent recommends transferring the following individuals:

  - a. Christine Minney from Keystone Elementary School Paraprofessional 26.5 hours a week to Keystone Elementary School Paraprofessional 27.75 hours a week effective 2/21/19
  - b. Donna Smith from Keystone Elementary School Paraprofessional 26.5 hours a week to Keystone Elementary School Paraprofessional 27.75 hours a week effective 2/21/19

Ayes: Wakefield, O'Boyle, Mezera, Stang, Walter  
Motion carried.

# RECORD OF PROCEEDINGS

## MINUTES OF KEYSTONE BOARD OF EDUCATION

### REGULAR MEETING HELD FEBRUARY 25, 2019

---

#### APPROVE OTHER BUSINESS AND SUPERINTENDENT'S RECOMMENDATIONS 19-02-05

Moved by Stang, second by Mezera that the foregoing recommendations be approved.

#### **A. ACCEPT DONATIONS**

The Superintendent recommends accepting the following donations.

1. Anonymous - \$27.00 to Youth 4 Youth
2. Tracy Abfall – \$14.00 in miscellaneous food items to the Wildcat Snack Pack Program
3. SpaceBound Inc. Education Division – 164 lunch boxes valued at \$1,523.40 to the Wildcat Snack Pack Program
4. The Child Garden LaGrange Inc. – \$240.00 in miscellaneous food items to the Wildcat Snack Pack Program
5. SpaceBound Inc. Education Division – 7 bats valued at \$650.00 and 1 helmet valued at \$5.00 to the Keystone Kindness Closet
6. Michelle Hunkley – 3 music stands valued at \$41.85 to Keystone Elementary School
7. Jennifer Able - miscellaneous music items valued at \$218.56 to Keystone Elementary School
8. Keystone Middle School Staff - \$85.00 to the Athletic Department in memory of Christopher Ashley
9. Jason & Wendi Zwaduk - \$20.00 to KHS Drama Club
10. Thomas & Mary Seman - \$25.00 to KHS Drama Club
11. James & Cathy Shifley - \$25.00 to KHS Drama Club
12. Stan & Betsy Zwaduk - \$25.00 to KHS Drama Club
13. David Zwaduk - \$25.00 to KHS Drama Club
14. Dorene Adams - \$30.00 to KHS Drama Club
15. Katy & Eric Gross - \$50.00 to KHS Drama Club
16. Old Time Candy Company - \$50.00 to KHS Drama Club
17. Choo Choos Coffee Shop, Inc - \$75.00 to KHS Drama Club
18. Scott Dillen - \$100.00 to KHS Drama Club
19. Kevin & Renee Koepp - \$150.00 to KHS Drama Club
20. Ohio VFD LLC - \$150.00 to KHS Drama Club

#### **B. APPROVE PARTNERSHIP WITH LCCC FOR DUAL ENROLLMENT**

The Superintendent recommends approving the Dual Enrollment Partnership with Lorain County Community College as presented effective July 1, 2019 through June 30, 2020.

#### **C. APPROVE PARTNERSHIP WITH KENT STATE UNIVERSITY FOR DUAL ENROLLMENT**

The Superintendent recommends approving the Dual Enrollment Partnership with Kent State University as presented effective July 1, 2019 through June 30, 2020.

#### **D. APPROVE HIGH SCHOOL STUDENT PARTICIPATION IN A FIELD TRIP TO SOUTHERN ITALY AND SPAIN**

The Superintendent recommends approving Keystone High school students to participate in a field trip to Southern Italy and Spain from June 8, 2020 to June 17, 2020 under the direction of Keystone High School staff.

#### **E. APPROVE SPECIAL EDUCATION CONTRACT**

The Superintendent recommends approving the following special education service contract for the 2019-2020 school year as presented.

1. Lorain County Board of Developmental Disabilities

# RECORD OF PROCEEDINGS

## MINUTES OF KEYSTONE BOARD OF EDUCATION

### REGULAR MEETING HELD FEBRUARY 25, 2019

---

#### **F. APPROVE REMOVING POLICIES AND REGULATIONS**

The Superintendent recommends approval to remove the following Board Policies and/or Regulations:

1. DJH-R - Credit Card

Ayes: Stang, Mezera, O'Boyle, Wakefield, Walter  
Motion carried.

#### **FUTURE BOARD MEETINGS - @ 6:00 P.M.**

1. Monday, March 18, 2019 – Regular Meeting – KHS Conference Room
2. Monday, April 15, 2019 – Regular Meeting – KHS Conference Room
3. Monday May 20, 2019 – Regular Meeting – KHS Conference Room

#### **COMMENTS/CONCERNS**

Board Members:

Devin Stang - Good job on the administrative reports.

Renee Mezera - Thank you for the reports. Love seeing updates from buildings.

Public:

Daniel White - I want to thank the board for their hard work. Last month was board recognition month.

#### **EXECUTIVE SESSION 19-02-06**

Moved by Mezera, second by O'Boyle to adjourn to Executive Session under ORC 121.22 and ORC 4117.21 for the purpose of appointment, employment, dismissal, discipline, promotion, demotion, compensation, matters related to employee bargaining negotiations and investigation of the charges/complaints (unless public hearing requested) of personnel. With possible action to follow.

Ayes: Mezera, O'Boyle, Stang, Wakefield, Walter  
Motion carried

Executive Session 6:40 p.m. Return to Open Session 9:24 p.m.

#### **ADJOURNMENT #19-02-07**

Moved by Mezera, second by Wakefield to adjourn the regular meeting at 9:26 p.m.

Ayes: Mezera, Wakefield, O'Boyle, Stang, Walter  
Motion carried

---

Dennis Walter, President

---

Michael Resar Sr., Treasurer/CFO