

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD JULY 22, 2019

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

Board Members in Attendance:

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

Board Members not in Attendance:

Patricia Wakefield

Public Persons in Attendance:

Daniel White, Michael Resar Sr., James Kohler, Albert Trego, Jonathan Bailey, Deborah Melda

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

Athletic Presentation by Jonathan Bailey for Sydney Campbell

Lorain County JVS Presentation by Debora Melda

Update on Liberty Street Shared Facility

APPROVAL OF AGENDA #20-07-01

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

Ayes: Stang, Mezera, O’Boyle, Walter

Motion carried.

APPROVAL OF PRIOR MEETING MINUTES #20-07-02

Moved by Mezera, second by O’Boyle to dispense with the reading of the minutes of the Regular Meeting on Thursday, June 27, 2019. The minutes were distributed as required by law and shall be approved as presented.

Ayes: Mezera, O’Boyle, Stang, Walter

Motion carried.

AUDIENCE PARTICIPATION

RECOGNITION AND HEARING OF VISITORS – NONE

INPUT FROM STAFF – NONE

APPROVE TREASURER/CFO FINANCIAL REPORTS

AND RECOMMENDATIONS #20-07-03

Moved by O’Boyle, 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 June 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
07/01/19	06/01/19	91243	62483	ROUTING	TYLER TECHNOLOGIES, INC.	\$ 3,150.00

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C. RETURN FISCAL YEAR 2019 ADVANCES

The Treasurer/CFO recommends return of advances:

Advances

From:	To:	Amount:
IDEA Part B (516 9919)	General Fund (001)	\$ 2,390.01
Title IA (572 9919)	General Fund (001)	\$ 5,214.77
Title IIA (590 9919)	General Fund (001)	\$ 367.72
Title IV (599 9919)	General Fund (001)	\$ 2,718.66
Auxiliary Service (401 9919)	General Fund (001)	\$ 9,965.31

D. FISCAL YEAR 2020 TRANSFERS

The Treasurer CFO recommends the below transfers:

Transfers

From:	To:	Amount:
General Fund (001)	Severance Fund (035)	\$ 50,000.00

E. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Treasurer/CFO recommends approval of a stipend of \$100.00 per day for the following staff members for participation in professional development to be paid from FY20 Federal Title IV Funds:

July 22, 23, 24, 25, 26, 29, 2019 – New Course Mapping for Production, Photography and Graphic Design

1. Lynn Gagnon

July 23, 2019 – STEM Assessment Creation

1. Brooke Adkins
2. Allison Smith

July 26, 29, 30, 31, 2019 – Digital Forensics and Robotics Course Creation

1. Jacquelynn Daymut

August 2, 2019 – STEM Equipment & Supply Organization

1. Kendall Poole
2. Allison Smith

F. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Treasurer/CFO recommends approval of a stipend of \$100.00 per day for the following staff members for participation in professional development to be paid from FY20 Title IIA Federal Funds:

August 1, 2019 – Social Studies Curriculum Planning

1. Kendall Poole
2. Courtney Trakas

August 6, 2019 – Response to Intervention Meeting

1. Brooke Adkins
2. Taylor Brouse
3. Kaitlin Bulger
4. Caylie Cabrera
5. Victoria Smith
6. Brianne Tabar
7. Courtney Trakas
8. Anna Turner
9. Rebecca van Wingerden

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August 7, 2019 – Science Fusion Training

1. Anita Cornish
2. Kelli Doran
3. Amanda Goran
4. Jill Hetsler
5. Debra Krolczyk
6. Kelly Marxen
7. Elizabeth Slone
8. Mark Sobel
9. Brianne Tabar

August 13, 2019 – Math Envisions

1. Brooke Adkins
2. Elizabeth Branco
3. Kaitlin Bulger
4. Kristin Burden
5. Laura DeVore
6. Gail Falk
7. Amanda Goran
8. Jill Hetsler
9. Allison Johnson
10. Heather Lahoski
11. Cynthia Mahilo
12. Heather McCourt
13. Tina McNulty
14. Michelle Modock
15. Hannah Murray
16. Justin Nacarato
17. Leslie Shewalter
18. Julie Sigmund
19. Allison Smith
20. Victoria Smith
21. Dawn Stopa
22. Jillian Terranova

August 14, 2019 – Science Fusion Training

1. Jill Hetsler
2. Debra Krolczyk
3. Elizabeth Slone
4. Brianne Tabar

G. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Treasurer/CFO recommends approval of a stipend of \$50.00 per half day for the following staff members for participation in professional development to be paid from FY20 Federal Title IV Funds:

July 23, 2019 – STEM Equipment and Supply Ordering

1. Kendall Poole
2. Allison Smith

H. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Treasurer/CFO recommends approval of a stipend of \$50.00 per half day for the following staff members for participation in professional development to be paid from FY20 Title IIA Federal Funds:

August 15, 2019 – KHS BLT Meeting

1. Andrea Catanzarito
2. Meghann Gallo
3. Donald Griswold
4. Michael Hogue
5. David Jones Jr.
6. Natalie Rodriguez
7. Alyssa Schwedt
8. Leah Tesny

I. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Treasurer/CFO recommends approval of a stipend of \$50.00 per half day for the following staff members for participation in professional development to be paid from General Fund:

August 8, 2019 – LCCC Meeting for Teaching College Credit Plus Classes

1. Andrea Catanzarito
2. Adam Crabtree
3. Jennifer Fehlman-Jones
4. Donald Griswold
5. Thomas Habenicht
6. David Jones Jr.
7. Philip Tuttle

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J. APPROVE PROFESSIONAL DEVELOPMENT STIPEND

The Treasurer/CFO recommends approval for the following staff member for participation in STEM Equipment and Supply Ordering, on July 23, 2019, to be paid from FY20 Title IV at their current hourly rate:

1. Debora Albrecht

K. APPROVE PROFESSIONAL DEVELOPMENT STIPEND

The Treasurer/CFO recommends approval for the following staff member for participation in STEM Equipment and Supply Organization, on August 2, 2019, to be paid from FY20 Title IV at their current hourly rate:

1. Debora Albrecht

Ayes: O'Boyle, Stang, Mezera, Walter

Motion carried.

APPROVE TREASURER/CFO FINANCIAL REPORTS AND RECOMMENDATIONS #20-07-04

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

L. APPROVE PROFESSIONAL DEVELOPMENT STIPENDS

The Treasurer/CFO recommends approval of a stipend of \$100.00 per day for the following staff member for participation in professional development to be paid from FY20 Title IIA Federal Funds:

August 13, 2019 – Math Envisions

1. Jenna Walter

Ayes: Mezera, O'Boyle, Stang

Abstain: Walter

Motion carried.

APPROVE SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS #20-07-05

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

A. EMPLOYMENT OF PERSONNEL

1. EMPLOY 2019-2020 EXTRA DUTY PERSONNEL

The Superintendent recommends employment of the following individuals on extra duty contracts for the 2019-2020 school year, pending all record checks and completion of state and local requirements.

- a. Donald Griswold – Head Varsity Football – Step 3 – \$6,348.12
- b. Jeffrey Ohl - Assistant Varsity Football - Step 7 - \$5,441.25
- c. Philip Tuttle – Assistant Varsity Football – Step 7 - \$5,441.25
- d. Terrence Shackelford – Head Eighth Football – Step 3 - \$2,539.25
- e. Nathaniel Hartsel – Assistant Eighth Football – Step 3 - \$2,176.50
- f. Scot Pataky – Head Seventh Football – Step 3 - \$2,539.25
- g. Kristin Walsh – Head Varsity Volleyball Coach – Step 2 - \$4,897.12
- h. Shelby Regiec – Junior Varsity Volleyball – Step 2 - \$3,083.37
- i. Stacy Thacker – Head Freshman Volleyball – Step 1 - \$2,357.87
- j. Suzanne Healy – Head Eighth Grade Volleyball – Step 7 - \$3,446.12
- k. Kevin Graham – Head Boys Soccer – Step 7 - \$6,710.87
- l. Jennifer Maiden – Assistant Cross Country – Step 4 - \$2,176.50
- m. Gregory Morgan – Head Varsity Boys' Golf – Step 7 - \$4,534.37
- n. Kimberly Sturgill – Head Varsity Girls' Golf – Step 5 - \$3,446.12

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- o. Kara Griswold – Varsity Cheerleader Advisor - Football – Step 7 - \$2902.00
- p. Brittany Wise – Middle School Cheerleader Advisor – Step 3 -\$1,813.75
- q. Courtney Trakas – Assistant Athletic Director – Step 3 - \$3,990.25
- r. Jacquelynn Daymut - STEM Club Advisor – Step 2 - \$1,269.62
- s. Natalie Rodriquez – Mentor Teacher – Caylie Cabrera - \$1,000.00
- t. Natalie Rodriquez – Mentor Teacher – Alexis Kaczay - \$1,000.00
- u. Kristin Zatik – Mentor Teacher – Amanda Glover - \$1,000.00
- v. Amanda Goran – Mentor Teacher – Kendall Poole - \$1,000.00
- w. Amanda Goran – Mentor Teacher – Abigail Ratcliff - \$1,000.00
- x. Jill Hetsler – Mentor Teacher – Kristen Matz - \$1000.00
- y. Julie Sigmund – Mentor Teacher – Brianne Tabar - \$1,000.00
- z. Leah Tesny – District RESA Facilitator – Taylor Brouse, Kaitlin Bulger, Noelle Lewis – 3 @ 500.00 = \$1,500.00
- aa. April Asbury – Ticket Taker - \$20.00 per game
- bb. Alexis Kaczay – Score Board Operator - \$20.00 per game
- cc. Alexis Kaczay – Ticket Taker - \$20.00 per game
- dd. Noelle Lewis – Ticket Taker - \$20.00 per game
- ee. Abigail Ratcliff – Ticket Taker - \$20.00 per game
- ff. Kathryn Ryan – Ticker Taker - \$20.00 per game

2. APPROVE VOLUNTEERS

The Superintendent recommends approving the following individuals as a volunteer for the 2019-2020 school year for the position indicated, pending all record checks and completion of state and local requirements:

- a. David Slee – Girls’ Golf
- b. Dale Klan – Boys’ Golf

3. SALARY RECLASSIFICATIONS – CERTIFIED

The Superintendent recommends the following change in salary schedule placement for the 2019-2020 school year due to continuing education.

- a. Brooke Adkins from BA to BA+15 – Step 3
- b. Debra Krolczyk from MA+15 to MA+30 – Step 33
- c. Frances McConnell from MA+15 to MA+30 – Step 30

4. EMPLOY SUMMER GROUNDS TRAINEE

The Superintendent recommends employing the following individual as a Summer Grounds Trainee for 14.75 hours per week at minimum wage.

- a. Jared Wallace – effective July 8, 2019 thru August 23, 2019

5. EMPLOY DLT PERSONNEL

The Superintendent recommends employing the following individuals as members of the District Leadership Team (DLT) on an as needed basis, per time sheet, at tutor rate (\$28.00/hr.) for the 2019-2020 school year.

- a. Jacob Alferio
- b. Antonietta Filut
- c. Kevin Fox
- d. Gina Gibson
- e. Donna Knight
- f. James Kohler
- g. Maura Neville
- h. Natalie Rodriquez
- i. Leslie Shewalter
- j. Julie Sigmund
- k. Mary Szczepanik
- l. Courtney Trakas
- m. Philip Tuttle
- n. Kristin Zatik

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6. EMPLOY INFORMATIONAL TECHNOLOGY TRAINEE – MATTHEW SCHAUER

The Superintendent recommends approving Matthew Schauer as Informational Technology Trainee at minimum wage per hour, effective July 11, 2019 on an as needed basis.

7. ACCEPT RESIGNATION

The Superintendent recommends accepting the resignation of the following individual:

- a. Edward Pokorny – Junior Varsity Baseball Coach – effective end of day on 7/16/2019

8. 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.

Bus Driver \$13.77/hr.

- a. Gregory Morgan – effective 6/17/2019

Monitor \$10.50/hr.

- a. Vickie Fowler – effective 6/18/2019

9. EMPLOY CLASSIFIED SUBS FOR THE 2019-2020 SCHOOL YEAR

The Superintendent recommends employment of the following 2019-2020 classified substitutes for the positions and hourly rates noted, pending all record checks and completion of state and local requirements.

Bus Driver \$14.05/hr.

- a. Ann Green
- b. Roger Nowell
- c. Lisa Radke
- d. Stacey Seman

Cafeteria \$11.31/hr.

- a. Michelle Andujar
- b. April Asbury
- c. Alison Harmon
- d. Valerie Hood
- e. Marsha King
- f. Stacey Seman

Cleaning \$10.30/hr.

- a. Michelle Andujar
- b. Valerie Hood
- c. Marsha King
- d. Stacey Ludlam
- e. Tonya Pfeifer
- f. Brooke Trego
- g. Deana Ziemba
- h. Holley Ziemba

Custodial/Maintenance \$14.05/hr.

- a. Marsha King
- b. Deborah Major

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Monitor \$10.72/hr.

- a. April Asbury
- b. Vickie Fowler
- c. Alison Harmon
- d. Valerie Hood
- e. Marsha King
- f. Stacy Maitland
- g. Tonya Pfeifer
- h. Stacey Seman
- i. Melanie Ternes
- j. Laura Wickes

Paraprofessional – Library \$10.94/hr.

- a. April Asbury
- b. Jill Bores
- c. Valerie Hood
- d. Marsha King
- e. Stacy Maitland

Paraprofessional – Special Needs \$10.72/hr.

- a. April Asbury
- b. Jill Bores
- c. Valerie Hood
- d. Marsha King
- e. Stacy Maitland
- f. Melanie Ternes

Secretary \$12.67/hr.

- a. Michelle Andujar
- b. April Asbury
- c. Brenda Hammond
- d. Alison Harmon
- e. Marsha King
- f. Stacy Maitland

Superintendent's Secretary \$18.93/hr.

- a. April Asbury
- b. Brenda Hammond
- c. Marsha King
- d. Stacy Maitland

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

**APPROVE OTHER BUSINESS AND SUPERINTENDENT'S
RECOMMENDATIONS 20-07-06**

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

A. APPOINT DELEGATE TO CAPITAL CONFERENCE

It is recommended that Carrie O'Boyle be appointed as delegate and Devin Stang be appointed as the alternate to the 2019 OSBA Capital Conference annual business meeting to be held on Sunday, November 10, 2019 through Tuesday, November 12, 2019.

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B. ACCEPT DONATION

The Superintendent recommends accepting the following donation:

1. Knights of Columbus Council 8369 - \$250.00 to Keystone Local Schools Special Olympics

C. APPROVE 2019-2020 BUS ROUTES

The Superintendent recommends approving the 2019-2020 bus routes as presented. Routes are subject to change at the discretion of the Transportation Supervisor.

D. APPROVE MEMORANDUM OF UNDERSTANDING WITH BIG BROTHERS BIG SISTERS

The Superintendent recommends approving the Memorandum of Understanding with Big Brothers Big Sisters for the 2019/2020 school year as presented.

E. APPROVE AGREEMENT WITH TOTALSIR SERVICE AGREEMENT

The Superintendent recommends approving the TotalSIR Service Agreement as presented.

F. APPROVE STATEMENT OF UNDERSTANDING WITH LORAIN COUNTY COMMUNITY COLLEGE

The Superintendent recommends approving the Statement of Understanding with Lorain County Community College as presented.

Ayes: Mezera, O'Boyle, Stang, Walter

Motion carried.

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

1. Monday, August 19, 2019 – Regular Meeting – KHS Conference Room
2. Monday, September, 16, 2019 – Regular Meeting – KHS Conference Room
3. Monday, October 21, 2019 – Regular Meeting – KHS Conference Room

COMMENTS/CONCERNS

Board Members:

Devin Stang - Congratulations to Sydney Campbell.

Renee Mezera - Congratulations Sydney. We are very proud of you.

Carrie O'Boyle - Congratulations Sydney. Would like to have conversations on cell phone usage. Kids cell phone usage is linked to depression and academic success. Schools have policies that cell phones are to be off and in lockers during school day. Will share out data and hope to have a discussion in the future.

Devin Stang - At the district he teachers, cell phones are away unless the teacher says it is okay. Policies vary district by district.

Public:

James Kohler - We let teachers decide. Some districts have days with no technology at all, like "No Tech Tuesdays."

Daniel White - A lot of districts do not have devices, and allow cell phones because of that reason. Let's look at the data and have a discussion. Thank you, Buddy and his crew. Good job cleaning. Congratulations Sydney, you are a great role model.

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EXECUTIVE SESSION #20-07-07

Moved by Mezera, second by Stang 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.

Executive Session 6:40 p.m. Return to Open Session 7:55 p.m.

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

APPROVE SUPERINTENDENT'S AMENDED CONTRACT #20-07-08

Moved by Mezera, second by Stang to approve the amendment to the Superintendent's contract effective August 1, 2019 to the terms and conditions as presented.

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

ADJOURNMENT #20-07-09

Moved by O'Boyle, second by Stang to adjourn the regular meeting at 7:59 p.m.

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

Dennis Walter, President

Michael Resar Sr., Treasurer/CFO