

**RECORD OF PROCEEDINGS**

**MINUTES OF KEYSTONE BOARD OF EDUCATION**

**REGULAR MEETING HELD MARCH 21, 2016**

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Renee Mezera called the meeting to order at 6:01 p.m.

Board Members in Attendance:

Deborah Melda, Renee Mezera, Ronald Sheldon, Patricia Wakefield, Dennis Walter

Public Persons in Attendance: Franco Gallo, Michael Resar, James Kohler, Jessica Tafe, Antonietta Filut, Maura Neville, Jacob Alferio, Jody White, Michael Smith, David Kish, Cassandra O'Brien

The Pledge of Allegiance to the United States of America was recited by those present.

**APPROVAL OF MINUTES #16-03-01**

Moved by Sheldon, second by Melda to dispense with the reading of the minutes of the regular meeting on Tuesday, February 16, 2016. The minutes were distributed as required by law and, shall be approved as presented.

Ayes: Sheldon, Melda, Wakefield, Walter, Mezera  
Motion carried.

**APPROVAL OF AGENDA #16-03-02**

Moved by Melda, second by Sheldon to approve the agenda as presented with corrections.

Ayes: Melda, Sheldon, Wakefield, Walter, Mezera  
Motion carried.

**AUDIENCE PARTICIPATION**

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

**CURRICULUM CORNER**

**David Kish**, Director of Curriculum and Instruction

- Finalized 2014-2015 District Report Card

**APPROVE FINANCIAL REPORTS #16-03-03**

Moved by Walter, second by Wakefield to approve the financial reports, including investments, for February 2016, as presented.

Ayes: Walter, Wakefield, Melda, Sheldon, Mezera  
Motion carried.

**THEN & NOW APPROVALS #16-03-04**

Moved by Wakefield, second by Melda to approve Then & Now purchase orders in accordance with ORC 5705.41D.

PO Date	Invoice Date	PO Number	Check Number	Desc.	Vendor	Amount
03/04/16	01/09/16	86180	54851	BOOKS FOR COLLEGE CLASSES	LORAIN COUNTY COMMUNITY COLLEGE	\$ 12,431.11

Ayes: Wakefield, Melda, Sheldon, Walter, Mezera  
Motion carried.

**APPROVE RESOLUTION FOR CONNECT SERVICE CONTRACT, AGREEMENT FOR MEMBERSHIP IN CONNECT AND BYLAWS GOVERNING CONNECT #16-03-05**

Moved by Sheldon, second by Melda to approve the below resolution.

The Treasurer/CFO advised the Board that the notice requirements of O.R.C. §121.22 and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

WHEREAS, Connect, which was formerly known as North Coast Council, is a regional council of governments established pursuant to O.R.C. Chapter 167 and operates as an information technology center pursuant to O.R.C. 3301.075 and O.A.C. 3301-3; and

## RECORD OF PROCEEDINGS

### MINUTES OF KEYSTONE BOARD OF EDUCATION

#### REGULAR MEETING HELD MARCH 21, 2016

---

WHEREAS, the Board desires to be a member of Connect pursuant to the terms and conditions set forth in the attached Agreement for Membership in Connect and in the attached Bylaws Governing Connect; and

WHEREAS, the Board desires to purchase certain services from Connect pursuant to the terms and conditions set forth in the attached Connect Service Contract.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Keystone Local School District, LaGrange, Ohio, that:

Section 1. The Board hereby approves the attached Agreement for Membership in Connect, the attached Bylaws Governing Connect, and the attached Connect Service Contract, and hereby agrees to be bound by and comply with all of the terms and conditions set forth in said documents.

Section 2. The Board hereby authorizes and directs the Board President, Treasurer, and Superintendent to execute and deliver the attached Agreement for Membership in Connect and the attached Connect Service Contract on behalf of the Board.

Section 3. It is found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were adopted in meetings open to the public and in compliance with all legal requirements, including O.R.C. §121.22.

Ayes: Sheldon, Melda, Wakefield, Walter, Mezera  
Motion Carried.

#### **APPROVE CLASSIFIED CONTINUING CONTRACT #16-03-06**

Moved by Walter, second by Wakefield to approve a continuing contract for the below listed individual.

- Linda Archer – Cafeteria Worker – effective March 29, 2016

Ayes: Walter, Wakefield, Melda, Sheldon, Mezera  
Motion carried.

#### **EMPLOY CLASSIFIED STAFF #16-03-07**

Moved by Sheldon, second by Melda to employ the below 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.

- Anna Stefan– Cafeteria – Step 0- \$10.73/hr.– effective 2/24/16

Ayes: Sheldon, Melda, Wakefield, Walter, Mezera  
Motion carried.

#### **EMPLOY CLASSIFIED SUBSTITUTES #16-03-08**

Moved by Melda, second by Walter to approve the following individuals as 2015-2016 classified substitutes for the positions and rates noted, pending all record checks and completion of state and local requirements.

- Carolyn Abt  
Monitor - \$9.88/hr.  
Monitor – Key Care - \$9.88/hr.  
Monitor – Lunch - \$9.88/hr.  
Monitor – Study Hall - \$9.88/hr.  
Paraprofessional – Library - \$10.08/hr.  
Paraprofessional–Special Needs-\$9.88/hr. - effective 3/2/2016  
Secretary – \$11.68/hr.

## RECORD OF PROCEEDINGS

### MINUTES OF KEYSTONE BOARD OF EDUCATION

#### REGULAR MEETING HELD MARCH 21, 2016

---

- Barbara DeCaprio  
Monitor - \$9.88/hr.  
Monitor – Bus - \$9.88/hr.  
Monitor – Key Care - \$9.88/hr.  
Monitor – Lunch - \$9.88/hr.  
Monitor – Study Hall - \$9.88/hr.  
Paraprofessional – Special Needs - \$9.88/hr.
- Michelle Ludlam  
Cleaner - \$9.49/hr. – effective 2/17/2016
- Amy Mitterling  
Monitor – Lunch - \$9.88/hr.
- Nancy Pickworth  
Cleaner - \$9.49/hr. – effective 3/2/2016
- Cody Polen  
Custodian/Maintenance - \$12.96/hr. – effective 3/2/2016
- Anna Stefan  
Monitor - \$9.88/hr.  
Monitor – Key Care - \$9.88/hr.  
Monitor – Study Hall - \$9.88/hr.  
Paraprofessional – Library - \$10.08/hr.

Ayes: Melda, Walter, Sheldon, Wakefield, Mezera  
Motion carried.

#### **EMPLOY 2015-2016 EXTRA DUTY PERSONNEL #16-03-09**

Moved by Wakefield, second by Melda to employ the following individuals on extra duty contracts for the 2015-2016 school year as indicated, pending all record checks and completion of state and local requirements.

- James Piazza – Head Varsity Softball – Step 7 - \$5,389.97
- Douglas Cooper – Junior Varsity Softball – Step 7 - \$3,999.01
- Thomas Smith – Junior Varsity Baseball – Step 1 - \$2,608.05
- Kyle Clement – Freshman Baseball – Step 4 - \$2,955.79

Ayes: Wakefield, Melda, Sheldon, Walter, Mezera  
Motion carried.

#### **APPROVE VOLUNTEERS #16-03-10**

Moved by Sheldon, second by Wakefield to approve the following volunteers for the 2015-2016 school year for the position indicated, pending all record checks and completion of state and local requirements.

- Baseball – Alan Carmen, Franklin Bailey
- Softball – Middle School – Jamie Cendrosky, Chad Whitacre

Ayes: Sheldon, Wakefield, Melda, Walter, Mezera  
Motion carried.

#### **APPROVE SUBSTITUTE TEACHERS #16-03-11**

Moved by Wakefield, second by Walter to approve the following list of substitute teachers for the 2015-2016 school year as indicated, on an as needed basis, compensation at \$90.00 per day (\$45.00 per half day).

Gregory Cross	Marlin Linger	Veronika Sikora
Renee Dobrzelewski	Deborah Masters	Scott Ulrich
Joseph Guth	Michelle Muran	Margarita Vergara

Ayes: Wakefield, Walter, Melda, Sheldon, Mezera  
Motion carried.

## RECORD OF PROCEEDINGS

### MINUTES OF KEYSTONE BOARD OF EDUCATION

#### REGULAR MEETING HELD MARCH 21, 2016

---

##### EMPLOY CREDIT FLEXIBILITY INSTRUCTORS #16-03-12

Moved by Melda, second by Sheldon to employ the below individuals as Credit Flexibility Instructor for the 2015-2016 school at tutor rate, (currently \$28.00 per hour) per time sheet, for up to the following hours.

- Bruce Broad – up to 20 hours
- Robert Clarico – up to 20 hours

Ayes: Melda, Sheldon, Wakefield, Walter, Mezera  
Motion carried.

##### APPROVE 2016–2017 JOB SHARE CERTIFIED/LICENSED STAFF #16-03-13

Moved by Wakefield, second by Melda to approve the below listed individuals for the 2016-2017 job share.

- Kimberly Tafa – 4th Grade Teacher – Step 8 MA - 50% - \$26,080.50
- Ashley Trenchard – 4th Grade Teacher – Step 4 BA – 50% - \$20,447.00
- Allison Johnson – 2nd Grade Teacher – Step 14 MA+30 – 50% - \$34,426.50
- Jennifer Myers – 2nd Grade Teacher – Step 20 MA – 50% - \$33,731.00

Ayes: Wakefield, Melda, Sheldon, Walter, Mezera  
Motion carried.

##### EMPLOY 2015-2016 HOMEBOUND INSTRUCTION TUTORS #16-03-14

Moved by Sheldon, second by Melda to employ the below individual as homebound instruction tutor for the 2015-2016 school year commencing on July 1, 2015 through June 30, 2016 at tutor rate, per time sheet, on an as needed and approved basis.

- Holly Gross – effective 3/7/2016

Ayes: Sheldon, Melda, Wakefield, Walter, Mezera  
Motion carried.

##### AMEND SUPPLEMENTAL CONTRACT #16-03-15

Moved by Walter, second by Wakefield to approve amending the below supplemental contract for the 2015-2016 school year.

- Bethany Pearce – KHS Vocal Performances – from \$695.50 (5 performances @ \$139.10 each) to \$556.40 (4 performances @ \$139.10 each)

Ayes: Walter, Wakefield, Melda, Sheldon, Mezera  
Motion carried.

##### ACCEPT CLASSIFIED RESIGNATION #16-03-16

Moved by Wakefield, second by Walter to accept the below classified resignation.

- Doris Shamblin – Bus Monitor - effective end of day, February 26, 2016

Ayes: Wakefield, Walter, Melda, Sheldon, Mezera  
Motion carried.

##### ACCEPT CLASSIFIED RESIGNATION #16-03-17

Moved by Sheldon, second by Melda to accept the resignation of Elaine Lacko, Bus Monitor for the purpose of retirement effective end of day on Thursday, June 30, 2016.

Ayes: Sheldon, Melda, Wakefield, Walter, Mezera  
Motion carried.

## RECORD OF PROCEEDINGS

### MINUTES OF KEYSTONE BOARD OF EDUCATION

#### REGULAR MEETING HELD MARCH 21, 2016

---

##### ACCEPT DONATIONS #16-03-18

Moved by Walter, second by Melda to accept the below donations.

- Dempsey's Appliance Sales & Service, Inc. \$15.00 to Drama Club
- Brian & Kellie Gunter \$15.00 to Drama Club
- Piazza & Cooke-Szczepanski CO LPA \$15.00 to Drama Club
- Brother's Chevrolet \$25.00 to Drama Club
- Indian Hollow Lake Enterprises, Inc. \$25.00 to Drama Club
- Kerrys Concrete LLC \$25.00 to Drama Club
- LaGrange Convenient Food Mart \$25.00 to Drama Club
- Michele Smith \$25.00 to Drama Club
- Erick & Melisa Olic \$30.00 to Drama Club
- Wellington Dental \$50.00 to Drama Club
- Fox Veterinary Hospital, Inc. \$100.00 to Drama Club
- Lagrange Village Pizza \$100.00 to Drama Club
- Keystone Kindness Kloset (Delia Blackburn) - \$107.00 to the class of 2016
- Keystone Kindness Kloset (Delia Blackburn) - \$500.00 to Youth 4 Youth
- Farm & Home Hardware – miscellaneous items valued at \$300.00 to the Drama Club

Ayes: Walter, Melda, Sheldon, Wakefield, Mezera

Motion carried.

##### APPROVE SPECIAL EDUCATION CONTRACT #16-03-19

Moved by Melda, second by Wakefield to approve the below listed agreement as presented for special education services for the 2015-2016 school year.

- Lorain City Schools Board of Education
- The Silver Lining Group

Ayes: Melda, Wakefield, Sheldon, Walter, Mezera

Motion carried.

##### APPROVE SPECIAL EDUCATION CONTRACT #16-03-20

Moved by Melda, second by Walter to approve the below listed agreement as presented for special education services for the 2016-2017 school year.

- Lorain County Board of Developmental Disabilities

Ayes: Melda, Walter, Wakefield, Sheldon, Mezera

Motion carried.

##### APPROVE PARTNERSHIP WITH LCCC FOR DUAL ENROLLMENT #16-03-21

Moved by Walter, second by Wakefield to approve the Dual Enrollment Partnership with Lorain County Community College as presented, effective July 1, 2016 through June 30, 2017.

Ayes: Walter, Wakefield, Melda, Sheldon, Mezera

Motion carried.

##### **FUTURE BOE MEETINGS @ 6:00 P.M.**

1. Monday, April 18, 2016–Regular Meeting – KHS Conference Room
2. Monday, May 16, 2016-Regular Meeting – KHS Conference Room
3. Monday, June 20, 2016 – Regular Meeting –KHS Conference Room

**RECORD OF PROCEEDINGS**

**MINUTES OF KEYSTONE BOARD OF EDUCATION**

**REGULAR MEETING HELD MARCH 21, 2016**

---

**SUPERINTENDENT COMMITTEE REPORTS**

Deborah Melda – There was discord with the pipe fitting and plumbing course at the JVS. It needs to be modified, due to state mandates, to a hybrid course and will be combined with the HVAC course.

**COMMENTS/CONCERNS**

Board Members: Ronald Sheldon – Wished that everyone has a blessed spring break and Easter.

Public: None

**ADJOURNMENT #16-03-22**

Moved by Sheldon, second by Melda to adjourn the regular meeting at 6:53 p.m.

Ayes: Sheldon, Melda, Wakefield, Walter, Mezera

Motion carried.

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Renee Mezera, President

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Michael Resar, Treasurer/CFO