

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD APRIL 18, 2016

Renee Mezera called the meeting to order at 6:00 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, Cassandra O'Brien, Kim Sturgill

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

Food Service a Year in Review Presentation by Jody White, Food Service Supervisor

APPROVAL OF MINUTES #16-04-01

Moved by Walter, second by Melda to dispense with the reading of the minutes of the regular meeting on Monday, March 21, 2016. The minutes were distributed as required by law and, shall be approved as presented.

Ayes: Walter, Melda, Sheldon, Wakefield, Mezera

Motion carried.

APPROVAL OF AGENDA #16-04-02

Moved by Wakefield, second by Walter to approve the agenda as presented with corrections and with addendum as presented.

Ayes: Wakefield, Walter, Melda, Sheldon, Mezera

Motion carried.

AUDIENCE PARTICIPATION

RECOGNITION AND HEARING OF VISITORS – NONE

INPUT FROM STAFF - NONE

CURRICULUM CORNER

David Kish, Director of Curriculum and Instruction

- 2016-2017 Curriculum Changes

APPROVE FINANCIAL REPORTS #16-04-03

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

Ayes: Sheldon, Walter, Melda, Wakefield, Mezera

Motion carried.

APPROVE TRANSFER OF FUNDS #16-04-04

Moved by Wakefield, second by Walter to approve the Transfer of \$50,000 from the Permanent Improvement fund (1994) and \$82,131 from the Permanent Improvement (1985) fund to the OSFC Project Maintenance Fund.

Ayes: Wakefield, Walter, Melda, Sheldon, Mezera

Motion carried.

ADOPT RESOLUTION – CERTIFY TAX RATES #16-04-05

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

The Treasurer / CFO recommends adoption of the following resolution:

WHEREAS, This Board of Education in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing July 1st, 2016; and

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD APRIL 18, 2016

WHEREAS, The Budget Commission of Lorain County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of Education of the Keystone Local School District, Lorain County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said School District the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

	Inside	Outside
	<u>Millage</u>	<u>Millage</u>
General Fund	4.62	37.98
Permanent Improvement (1985)		1.00
Permanent Improvement (1994)		1.00
Bond (\$17,500,000) HS (2003)		3.21
Bond (\$11,500,000) MS (2010)		2.51
2015 Current Expense		7.95
TOTAL	4.62	53.65

and be it further

RESOLVED, That the Treasurer/CFO of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

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

AMEND FY2016 PERMANENT APPROPRIATIONS #16-04-06

Moved by Sheldon, second by Melda to approve the amended FY2016 Permanent Appropriations as presented. (Attachment A)

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

APPROVE EXPIRING CONTRACT NOTIFICATIONS #16-04-07

Moved by Wakefield, second by Walter to approve that the Treasurer be authorized under ORC 3319.02, to give written notice to the following administrators, whose contracts will expire July 31, 2016, and he/she may request a meeting with the Board of Education by giving the Treasurer written notice at least 24 hours before the Board's regular meeting to be held in May 2016.

- David Kish, Curriculum Director
- Maura Neville, Elementary School Principal
- Michael Smith, Transportation Supervisor
- Jody White, Food Service Supervisor

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

THEN & NOW APPROVALS #16-04-08

Moved by Sheldon, 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
04/04/16	03/01/16	86341	55072	KMS ELEVELATOR SERVICE CONTRACT	KONE INC.	\$ 3,176.76

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

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD APRIL 18, 2016

EMPLOY CERTIFICATED/LICENSED STAFF FOR 2016-2017 #16-04-09

Moved by Wakefield, second by Walter to employ the below listed certificated personnel on contracts as indicated commencing with the 2016-2017 school year, subject to completion of all state and local requirements, compensation as per appropriate salary schedule.

1 year (2nd)

Brett Benzin	2017
Jean Branzel	2017
Chelsey Fries	2017
Jennifer Galletti	2017
Holly Gross	2017
Jessica Hodge	2017
Kelly Marxen	2017
Natalie Rodriguez	2017
Ashley Trenchard	2017
Christopher Vondruska	2017

1 year (3rd)

Andrea Catanzarito	2017
Brittany Chudakoff	2017
Susan Kolar	2017
Staci Rapson	2017
Allison Smith	2017

2 year (1st)

Kellie Gunter	2018
Thomas Habenicht	2018
Shannon Heffernan	2018
Leah Konya	2018
Bethany Pearce	2018
Brittany Shaw	2018
Kristen Zatik	2018

2 year (2nd)

Benjamin Bushong	2018
Jacqueline Daymut	2018
Amanda Goran	2018
Amy Hoopingarner	2018
Justin Nacarato	2018
Kimberly Tafa	2018
Jillian Terranova	2018
Courtney Trakas	2018
Shelley Wyzynski	2018

3 year

Adam Crabtree	2019
Barbara Morgan	2019
Jeffrey Ohl	2019
Philip Tuttle	2019

Continuing Contract

Kristen Campbell
Gina Gibson
Meghann Redd
Sarah Robinson
Catherine Stratton

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

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD APRIL 18, 2016

APPROVE CLASSIFIED CONTINUING CONTRACTS #16-04-10

Moved by Melda, second by Sheldon to approve a continuing contract for the below listed individuals.

- Bryan Fox – Technology Assistant – effective 3/1/2016
- Sharon Maruskin – Monitor – effective 4/6/2016
- Doreen Bacsi – Cafeteria – effective 4/27/2016
- Paula Terry – Cleaner - effective 5/3/2016
- Marvin McCaslin – Bus Driver – effective – 5/17/2016

Ayes: Melda, Sheldon, Wakefield, Walter, Mezera

Motion carried.

APPROVE SUBSTITUTE TEACHERS #16-04-11

Moved by Walter, second by Wakefield 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).

Mason Adams Luke Jamison Timothy Mills

Ayes: Walter, Wakefield, Melda, Sheldon, Mezera

Motion carried.

EMPLOY CLASSIFIED SUBSTITUTES #16-04-12

Moved by Walter, second by Wakefield 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.

- LouAnn Fox
Cafeteria - \$10.43/hr.
Cleaning - \$9.49/hr.
Monitor - \$9.88/hr.
Paraprofessional – Library - \$10.08/hr.
Paraprofessional–Special Needs-\$9.88/hr.
Secretary – \$11.68/hr.
- Thomas Thiffault
Bus Driver - \$12.96 – Effective 3/7/2016
- Doris Shamblin
Monitor - \$9.88 – effective 4/15/2016

Ayes: Walter, Wakefield, Melda, Sheldon, Mezera

Motion carried.

EMPLOY BLT PERSONNEL #16-04-13

Moved by Sheldon, second by Melda to employ the below listed individual as a BLT member on an as needed basis, per time sheet, at tutor rate for the 2015-2016 school year effective April 18, 2016 through June 2, 2016.

- Donna Gray – KES

Ayes: Sheldon, Melda, Wakefield, Walter, Mezera

Motion carried.

APPROVE FAMILY MEDICAL LEAVE ACT–ASHLEY TRENCHARD #16-04-14

Moved by Wakefield, second by Walter to approve the absence for Ashley Trenchard under the Family Medical Leave Act for the period on or about April 6, 2016 through on or about May 18, 2016.

Ayes: Wakefield, Walter, Melda, Sheldon, Mezera

Motion carried.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD APRIL 18, 2016

APPROVE FAMILY MEDICAL LEAVE ACT–KELLY KINKOPH #16-04-15

Moved by Melda, second by Sheldon to approve the absence for Kelly Kinkoph under the Family Medical Leave Act for the period on or about March 31, 2016 through on or about June 8, 2016.

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

EMPLOY CLASSIFIED STAFF #16-04-16

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.

- Michelle Ludlam – Step 0 - \$9.79/hr.– effective 3/21/16

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

ACCEPT CERTIFIED RESIGNATION #16-04-17

Moved by Sheldon, second by Melda to accept the below resignation for the purpose of retirement effective end of day on Tuesday, June 30, 2016.

- Nancy Caithaml – Second Grade Teacher

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

PROCLAMATION – TEACHER/STAFF APPRECIATION WEEK #16-04-18

Moved by Sheldon, second by Melda to approve the below proclamation for Teacher/Staff Appreciation Week.

The Superintendent recommends adoption of the following resolution:

WHEREAS, today's teachers and staff mold our future citizens through their guidance and education, and

WHEREAS, today's teachers and staff encounter students of widely differing backgrounds and abilities, and

WHEREAS, our society expects public education to provide quality education services to all children, no matter what their backgrounds or abilities, and

WHEREAS, our country's future depends, in a large measure, upon the education our youth receive today, and

WHEREAS, teachers and staff spend countless hours outside their classrooms and offices preparing lessons, evaluating progress, counseling and coaching students, and performing community service, and

WHEREAS, our community recognizes that its teachers and staff are providing quality education services to our children,

NOW, THEREFORE, BE IT PROCLAIMED THAT the Keystone Local Board of Education designates the week of May 2-6, 2016 as Teacher/Staff Appreciation Week in this community, and

BE IT FURTHER PROCLAIMED THAT the Keystone Local Board of Education calls on the community to join with it in personally expressing appreciation to our teachers and staff for a "job well done."

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

ACCEPT DONATIONS #16-04-19

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

- Ann Smith - \$50.00 for the KES Breakfast/Lunch Assistance Program
- Stephanie Guyeska - \$25.00 for the KES Breakfast/Lunch Assistance Program and \$25.00 for the KMS Breakfast/Lunch Assistance Program

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

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD APRIL 18, 2016

APPROVE AGREEMENT WITH MEDINA COUNTY ESC #16-04-20

Moved by Walter, second by Wakefield to approve the 2016-2017 agreement with the Medina County Schools' Educational Service Center for RN Services and RN Supervisory Services as presented.

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

APPROVE OSBA SERVICES AGREEMENT #16-04-21

Moved by Sheldon, second by Melda to approve the Web Based Conversion Service Agreement with Ohio School Boards Association for an annual service fee of \$1,550.00 as presented.

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

**APPROVE SERVICE PROVIDER CONTRACT INTERNET SERVICE
AGREEMENT WITH CONNECT #16-04-22**

Moved by Wakefield, second by Melda to approve the Service Provider Contract Internet Service Agreement with Connect for the period of July 1, 2016 through June 30, 2019 as presented.

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

APPROVE SCHOOL RESOURCE OFFICER MOU #16-04-23

Moved by Walter, second by Wakefield to approve the School Resource Officer Memorandum of Understanding with the Village of LaGrange as presented.

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

APPROVE AGREEMENT FOR POWERCAT LOGO #16-04-24

Moved by Sheldon, second by Melda to approve agreement with Licensing Resource Group LLC for use of the Kansas State University Powercat logo for a \$200 fee valid July 1, 2016 through June 30, 2018.

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

APPROVE ESC ANNUAL SERVICE AGREEMENT #16-04-25

Moved by Melda, second by Walter to approve the 2016-2017 Multi-Agreement Contract with the Educational Service Center of Lorain County as presented.

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

**A RESOLUTION APPROVING A MASTER PLAN FOR FUTURE EXPANSION
OF KEYSTONE ELEMENTARY SCHOOL #16-04-26**

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

The Superintendent recommends approving the following resolution.

WHEREAS, the Board of Education of the Keystone Local School District, County of Lorain, Ohio (hereinafter called the "Board") is completing the district-wide capital improvement program in cooperation with the Ohio Facilities Construction Commission (hereinafter called the "OFCC") under its Classroom Facilities Assistance Program, which included the construction of a new Elementary School; and

WHEREAS, the OFCC has adopted and incorporated the United States Green Building Council's LEED Green Building Rating System (hereafter "LEED") and has incorporated LEED into all OFCC projects approved after September 27, 2007; and

WHEREAS, the Project is one to which LEED is applicable; and

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD APRIL 18, 2016

WHEREAS, LEED Silver Certification may be achieved, in part, by adopting a Master Plan Resolution indicating that additions may be made to the Project after its completion which will not compromise key environmental components of the Project; and

WHEREAS, the Board of Education desires to achieve LEED Silver Certification for the Project;

NOW, THEREFORE BE IT RESOLVED, by the Board of Education that after careful consideration and evaluation of the information provided to it, as follows:

Section 1: The board of Education approves the attached schematic Master plan for expanding the Keystone Elementary School. The schematic design shows the size and approximate location of an addition for purposes of designing storm water systems, site utilities, vehicular and pedestrian circulation, site lighting, plantings and green space. The size is based on a two story addition to accommodate an addition to enrollment.

Section 2: The Board of Education hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of the Board of Education, and that all deliberations of the Board of Education and of its committees, if any, which resulted in formal action, were taken in meetings open to the public, in full of compliance with applicable legal requirements, including Ohio Revised Code section 121.22.

Section 3: This resolution shall be in full force and effect from and immediately after its adoption and shall supersede any prior resolution or act of this Board of Education, which may be inconsistent or duplicative with the provisions of this resolution.

CERTIFICATE

The undersigned hereby certifies that the foregoing is a true and correct copy of resolution adopted at a meeting held on the 18th of April, 2016 together with a true and correct extract from the minutes of said meeting to the extent pertinent of consideration and adoption of said resolution.

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

FUTURE BOE MEETINGS @ 6:00 P.M.

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

COMMENTS/CONCERNS

Board Members:

Deborah Melda

- Northeast OSBA would like to recognize Ronald Sheldon and Patricia Wakefield for 15 years of service to Keystone Local School District.

- JVS approved the architect for renovation to accommodate additional freshman and sophomores.

- KEEP (Keystone Educational Endowment Program) golf outing will be July 16, 2016.

Public: None

ADJOURNMENT #16-03-27

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

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

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD APRIL 18, 2016

ATTACHMENT A

PERMANENT APPROPRIATION RESOLUTION
City, Exempted Village, Joint Vocational or Local Board of Education
Rev.Code Sec. 5705.38

BE IT RESOLVED by the Board of Education of the KEYSTONE School District, LORAIN County, Ohio, that to provide for the current expenses and other expenditures of said Board of Education, during the fiscal year, ending June 30th, 2016, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made and during said fiscal year, as follows, viz:

FUND	Description	FY 2016 Appropriation
001	GENERAL	\$14,885,435.61
002	BOND RETIREMENT	\$ 1,389,629.83
003	PERMANENT IMPROVEMENT	\$ 245,153.08
004	BUILDING & IMPROVEMENTS	\$ 533,503.16
006	FOOD SERVICE	\$ 595,565.85
007	SPECIAL TRUST	\$ 25,000.00
010	CLASSROOM FACILITIES	\$ 697,941.50
018	PUBLIC SCHOOL SUPPORT	\$ 67,182.89
019	OTHER GRANTS	\$ 9,882.99
020	SPECIAL ENTERPRISE FUND	\$ 102,136.04
022	OHSAA TOURNAMENT FUND	\$ 9,000.00
024	EMPLOYEE BENEFITS SELF INS.	\$ 14,141.23
034	BUILDING MAINTENANCE FUND	\$ 137,704.00
035	TERMINATION BENEFITS - HB426	\$ 152,140.52
070	CAPITAL PROJECTS FUND	\$ 0.00
200	STUDENT MANAGED ACTIVITY	\$ 66,123.55
300	DISTRICT MANAGED ACTIVITY	\$ 76,972.00
401	AUXILIARY SERVICES	\$ 76,584.41
451	DATA COMMUNICATION FUND	\$ 0.00
516	IDEA PART B GRANTS	\$ 349,641.63
551	LIMITED ENGLISH PROFICIENCY	\$ 175.00
572	TITLE I DISADVANTAGED CHILDREN	\$ 181,691.63

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD APRIL 18, 2016

590 IMPROVING TEACHER QUALITY \$ 40,474.54

\$19,656,079.46

CERTIFICATE

(O.R.C. 5705.412)

RE:

IT IS HEREBY CERTIFIED that the KEYSTONE School District has sufficient funds to meet the contract, obligation, payment, or expenditure for the above, and has in effect for the remainder of the fiscal year and the succeeding fiscal year the authorization to levy taxes which, when combined with the estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide operating revenues necessary to enable the district to maintain all personnel, programs, and services essential to the provision of an adequate educational program on all the days set forth in its adopted school calendar for the current fiscal year and for a number of days in the succeeding fiscal year equal to the number of days instruction was held or is scheduled for the current fiscal year, except that if the above expenditure is for a contract, this certification shall cover the term of the contract or the current fiscal year plus the two immediately succeeding fiscal years, whichever period of years is greater.

DATED: April 18, 2016

BY: _____
Treasurer

BY: _____
Superintendent of Schools

BY: _____
President, Board of Education