

**RECORD OF PROCEEDINGS**

**MINUTES OF KEYSTONE BOARD OF EDUCATION**

**REGULAR MEETING HELD JULY 18, 2016**

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President 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, David Kish, Michael Smith, Cindy Miller

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

**APPROVAL OF MINUTES #17-07-01**

Moved by Wakefield, second by Sheldon to dispense with the reading of the minutes of the regular meeting on Wednesday, June 29, 2016. The minutes were distributed as required by law and, shall be approved as presented.

Ayes: Wakefield, Sheldon, Melda, Walter, Mezera

Motion carried.

**APPROVAL OF AGENDA #17-07-02**

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

Ayes: Sheldon, Melda, Wakefield, Walter, Mezera

Motion carried.

**AUDIENCE PARTICIPATION**

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

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

- Preliminary State Test Results

**APPROVE FINANCIAL REPORTS #17-07-03**

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

Ayes: Walter, Melda, Sheldon, Wakefield, Mezera

Motion carried.

**THEN & NOW APPROVALS #17-07-04**

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

<b>PO Date</b>	<b>Invoice Date</b>	<b>PO Number</b>	<b>Check Number</b>	<b>Desc.</b>	<b>Vendor</b>	<b>Amount</b>
07/01/16	06/04/16	86652	55507	COPIER LEASE	COMDOC, INC.	\$ 91,604.20

Ayes: Wakefield, Walter, Melda, Sheldon, Mezera

Motion carried.

**PROFESSIONAL DEVELOPMENT STIPENDS #17-07-05**

Moved by Melda, second by Sheldon to approve the stipend of \$100 per day for the below staff members for participation in professional development to be paid from Title IIA Federal Funds.

**July 21, 2016 – Kindergarten Assessment Creation and Foundations Update**

Brooke Adkins	Allison Smith
Hannah Folley	Jillian Terranova
Cynthia Mahilo	

**August 3, 4 and 5, 2016 – Wilson Reading Training**

Leslie Shewalter

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#### August 4, 2016 – Middle School Team Building

Jamie Cendrosky	Mark Sobel
Donna Knight	Kimberly Sturgill
Kelly Marxen	

#### August 5, 2016 – Classroom Management and Student Engagement Workshop

Kristen Campbell	Kelly Marxen
Kathryn Dillen	Bethany Pearce
Lynn Gagnon	Staci Rapson
Donna Knight	

#### August 5, 2016 – 504 Training and IAT Process Review

Jean Branzel	Meghann Redd
Kristen Lazard	Anna Turner

#### August 9, 2016 – Foundations Training

Macaria Forgione

#### August 12, 2016 – Curriculum Mapping Updates and Unit Plan Creation

Nicole Cassell	Jacquelynn Daymut
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Ayes: Melda, Sheldon, Wakefield, Walter, Mezera  
Motion carried.

#### EMPLOY 2016-2017 LPDC PERSONNEL #17-07-06

Moved by Sheldon, second by Melda to employ the below listed individuals as LPDC members on an as needed basis, per time sheet, at tutor rate for the 2016-2017 school year.

David Kish	Donna Knight
James Kohler	Maura Neville
Susan Kolar	Rebecca Reed

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

#### APPROVE CLASSIFIED CONTINUING CONTRACTS #17-07-07

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

- Terri Helbig – Special Needs Paraprofessional – effective July 20, 2016
- Christina Magel – Special Needs Paraprofessional – effective July 20, 2016
- Candy Mikolajcik – Special Needs Paraprofessional – effective August 9, 2016

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

#### AMEND CERTIFIED/LICENSED CONTRACT #17-07-08

Moved by Melda, second by Wakefield to approve amending the below certified/licensed contract for the below listed individual for the 2016-2017 school year.

- Jessica Hodge – From Step 1 BA – \$36,667.00  
To Step 2 BA – \$38,213.00

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

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##### EMPLOY 2016-2017 EXTRA DUTY PERSONNEL #17-07-09

Moved by Wakefield, second by Walter to approve employment of the below individuals on extra duty contracts for the 2016-2017 school year, pending all record checks and completion of state and local requirements:

- Gregory Morgan – Head Varsity Boys’ Golf – Step 7 - \$4,390.25
- Leah Konya – Junior Varsity Cheerleader Advisor – Football – Step 4 – 50% - \$1,317.08
- Shannon Heffernan – Middle School Cheerleader Advisor – Step 4 - \$2,107.32

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

##### SALARY RECLASSIFICATIONS – CERTIFIED #17-07-10

Moved by Sheldon, second by Melda to approve the following change in salary schedule placement for the 2016-2017 school year due to continuing education.

- Gina Gibson from BA+15 to MA - Step 13

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

##### APPROVE 2016-2017 STUDENT HANDBOOKS #17-07-11

Moved by Walter, second by Wakefield to approve the Keystone High School, Keystone Middle School and Keystone Elementary School student handbooks as presented.

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

##### APPROVE RESOLUTION TO WAIVE CAREER-TECHNICAL TRAINING FOR STUDENTS IN GRADES SEVEN AND EIGHT DURING THE 2016-2017 SCHOOL YEAR #17-07-12

Moved by Wakefield second by Walter to approve the below resolution.

**WHEREAS**, R.C. section 3313.90 provides that the requirement for an Ohio public school district to provide career-technical education to students enrolled in grades seven and eight may be waived for a particular school year if the Board of Education adopts a resolution specifying the intent not to provide career-technical education to students enrolled in grades seven and eight for a particular school year and submits that resolution to the Ohio Department of Education by the thirtieth day of September of that school year.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Keystone Local School District hereby specifies its intent not to provide career-technical education to students enrolled in grades seven and eight during the 2016-2017 school year.

**BE IT FURTHER RESOLVED** that the Board of Education of the Keystone Local School District hereby directs the Superintendent or his designee to submit a copy of this Resolution to the Ohio Department of Education prior to September 30, 2016 and to submit such other information necessary to effectuate this Resolution.

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

##### APPOINT DELEGATE TO CAPITAL CONFERENCE #17-07-13

Moved by Walter second by Sheldon to approve Deborah Melda as a delegate and Renee Mezera as an alternate to the 2016 OSBA Capital Conference annual business meeting to be held on Sunday, November 13, 2016 through Wednesday, November 16, 2016.

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

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#### APPROVE 2016-2017 BUS ROUTES #17-07-14

Moved by Walter, second by Wakefield to approve the 2016-2017 bus routes as presented. Routes are subject to change at the discretion of the Transportation Supervisor.

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

#### APPROVE OUT OF STATE TRIP TO ORLANDO FLORIDA #17-07-15

Moved by Sheldon, second by Melda to approve an out of state field trip for Keystone High School band students to Orlando Florida during the period of Monday, April 17, 2017 through Friday, April 21, 2017 as presented.

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

#### APPROVE CONFIDENTIAL SECRETARY STEP PLACEMENT #17-07-16

Moved by Walter, second by Wakefield to approve the below Confidential Secretary step placement.

- Tina Bednarski Step 8
- Yvonne Gnagy Step 5
- Cindy Miller Step 8
- Jamie Myers Step 7

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

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

1. Monday, August 15, 2016 – Regular Meeting – KHS Conference Room
2. Monday, September 19, 2016 – Regular Meeting – KHS Conference Room
3. Monday, October 17, 2016 – Regular Meeting – KMS Cafeteria

#### **POLICIES AND REGULATIONS – SECOND READING**

AFCA (Also GCNA) – Evaluation of School Counselors

#### **COMMENTS/CONCERNS**

Board Members: None

Public: Franco Gallo – KEEP Golf Outing was a success.

#### EXECUTIVE SESSION #17-07-17

Moved by Sheldon, second by Melda 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: Sheldon, Melda, Wakefield, Walter, Mezera  
Motion carried.

Executive Session 6:41 p.m. Return to Open Session 8:14 p.m.

#### ADJOURNMENT #17-07-18

Moved by Wakefield, second by Melda to adjourn the regular meeting at 8:14 p.m.

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