

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD SEPTEMBER 18, 2017

President Renee Mezera called the meeting to order at 6:00 p.m.

Board Members in Attendance:

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

Public Persons in Attendance: Franco Gallo, Michael Resar Sr., David Kish, James Kohler, Gina Gibson, Maura Neville, Jacob Alferio, Jacqueline Vance, Jody White, Michael Smith, Therese Jackson, Cassandra O'Brien, Cindy Miller, Jeanne Carpenter, Kim Sturgill

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

EXECUTIVE SESSION #18-09-01

Moved by Wakefield, 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: Wakefield, Melda, Sheldon, Walter, Mezera

Motion carried.

Executive Session 6:01 p.m. Return to Open Session 6:23 p.m.

APPROVAL OF MINUTES #18-09-02

Moved by Sheldon, second by Melda to approve the minutes of the regular meeting on Monday, August 21, 2017. 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 #18-09-03

Moved by Melda, second by Walter to approve the agenda as presented.

Ayes: Melda, Walter, Sheldon, Wakefield, Mezera

Motion carried.

AUDIENCE PARTICIPATION

RECOGNITION AND HEARING OF VISITORS - NONE

INPUT FROM STAFF - NONE

CURRICULUM CORNER

David Kish, Director of Curriculum and Instruction – KES Student Report Cards and KMS Student Report Cards

APPROVE FINANCIAL REPORTS #18-09-04

Moved by Sheldon, second by Melda to approve the financial reports, including investments, for August 2017, as presented.

Ayes: Sheldon, Melda, Wakefield, Walter, Mezera

Motion carried.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD SEPTEMBER 18, 2017

THEN & NOW APPROVALS #18-09-05

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

PO Date	Invoice Date	PO Number	Check Number	Desc.	Vendor	Amount
07/03/17	07/02/17	88404	57997	GALE RESOURCES	GALE GROUP	\$ 4,700.00
08/16/17	08/01/17	88599	58038	TRAVERSA SAAS AGREEMENT	TYLER TECHNOLOGIES	\$ 3,000.00
08/10/17	08/08/17	88610	57976	APPLIANCE REPAIRS SCHOOL YEAR 17-18	BELL EQUIPMENT AND REFRIGERATION	\$ 8,683.00
05/01/17	11/01/16	88042	58017	CONTENT CREDIT FOR DIGITAL LIBRARY	OVERDRIVE	\$ 10,000.00

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

APPROVE COLLEGE CREDIT PLUS MEETING #18-09-06

Moved by Wakefield, second by Melda to approve for College Credit Plus Mandatory Meeting at Lorain County Community College on August 16, 2017, for 4 hours at \$28.00 per hour, per time sheet, to be paid from the General Fund for the below individual.

- Philip Tuttle

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

PROFESSIONAL DEVELOPMENT STIPENDS #18-09-07

Moved by Sheldon, second by Melda to approve the stipend of \$50 per day for the below staff member for participation in professional development to be paid from Title IIA Federal Funds.

August 17, 2017 – PBIS Training

Donald Griswold, Alyssa Schwedt

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

APPROVE LORAIN COUNTY SCHOOLS CRISIS COUNSELING MOU #18-09-08

Moved by Walter, second by Wakefield to approve the MOU for the Lorain County Schools Crisis Counseling and the Keystone Local School District as presented.

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

EMPLOY 2017-2018 CERTIFICATED/LICENSED STAFF #18-09-09

Moved by Melda, second by Sheldon to employ the below listed individual on a limited one (1) year contract commencing with the 2017-2018 school year, subject to completion of all state and local requirements, compensation as per appropriate salary schedule (ORC 3319.11).

- Kaitlin Bulger – KES Special Education Teacher – Step 0 BA - \$35,473.00

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

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD SEPTEMBER 18, 2017

EMPLOY CLASSIFIED STAFF #18-09-10

Moved by Wakefield, second by Melda to employ the below classified individuals 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.

- Susan Capiccioni – KES Cafeteria – Step 0 - \$11.16/hr. – effective 8/31/17
- Marsha Conn – KHS Cafeteria – Step 0 - \$11.16/hr. – effective 9/5/17
- Linda McCroskey – KES Lunch Monitor - Step 0 - \$10.59/hr.- effective 9/5/17
- Roberta Moore – KHS Lunch Monitor – Step 0 - \$10.59/hr. – effective 8/31/17
- Toby Pfeifer – KHS Cleaner – Step 0 - \$10.19/hr. – effective 9/8/17
- Kathryn Ryan – KES Lunch Monitor – Step 0 - \$10.59/hr. – effective 9/5/17
- Stacey Seman – KMS Lunch Monitor – Step 0 - \$10.59/hr. – effective 9/5/17

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

APPROVE CLASSIFIED CONTINUING CONTRACT #18-09-11

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

- Michelle Ludlam - Cleaner – effective 9/21/2017

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

RESCIND EXTRA DUTY CONTRACT #18-09-12

Moved by Melda, second by Walter to rescind the below listed extra duty contract for the 2017-2018 school year.

- Anne Paulchell – ES Vocal Performance – Step 2 – 3 @ \$141.89 = \$425.67

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

EMPLOY 2017-2018 EXTRA DUTY PERSONNEL #18-09-13

Moved by Melda, second by Sheldon to approve the employment of the following individuals on extra duty contracts for the 2017-2018 school year, pending all record checks and completion of state and local requirements.

- Ann Paulchell – ES Vocal Performance – Step 2 – 4 @ \$141.89 = \$567.56
- Kristen Campbell – Mentor Teacher – Kaitlin Bulger - \$1,000.00
- Jeffrey Ruebensaal – Head Freshman Football – Step 7 - \$4,256.76
- Charles Dennis – Assistant Freshman Football – Step 7 - \$4,079.39
- Terrence Shackelford – Head Eighth Football – Step 1 - \$2,305.74
- Scot Pataky – Head Seventh Football – Step 1 - \$2,305.74

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

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD SEPTEMBER 18, 2017

APPROVE SALARY RECLASSIFICATIONS – CERTIFIED #18-09-14

Moved by Melda, second by Wakefield to approve the following change in salary schedule placement for the 2017-2018 school year due to continuing education.

- Kristen Campbell from MA Step 12 to MA+15 Step 12
- Anita Cornish from MA+15 Step 17 to MA+30 Step 17
- Lynn Gagnon from MA Step 14 to MA+30 Step 14
- Jennifer Galletti from BA+15 Step 7 to MA Step 7
- Heather Lahoski from MA Step 16 to MA+15 Step 16

Ayes: Melda, Wakefield, Sheldon, Walter, Mezera

Motion carried.

APPROVE FAMILY MEDICAL LEAVE ACT – BETHANY PEARCE #18-09-15

Moved by Sheldon, second by Melda to approve the absence for Bethany Pearce under the Family Medical Leave Act for the period on or about September 5, 2017 through on or about November 21, 2017.

Ayes: Sheldon, Melda, Wakefield, Walter, Mezera

Motion carried.

ACCEPT CLASSIFIED RESIGNATIONS #18-09-16

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

- Toby Pfeifer – Cleaner – effective end of day, September 13, 2017
- Yvonne Popiel - Special Needs Paraprofessional - effective end of day, August 25, 2017

Ayes: Walter, Wakefield, Melda, Sheldon Mezera.

Motion carried.

APPROVE TRANSFERS #18-09-17

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

- Constance Harant from KMS Lunch Monitor 1.75 hrs/day to KMS Cafeteria 2.0 hrs/day effective 9/12/17
- Pamilyn Linden from ELC Special Needs Paraprofessional 3.5 hrs/day to KMS and Lorain County JVS Special Needs Paraprofessional 5.5 hrs/day effective 9/12/17
- Ashley Miller from KES Special Needs Paraprofessional 5.5 hrs/day to KES Special Needs Paraprofessional 6.75 hrs/day effective 8/28/17
- Christine Minney from LCJVS Special Needs Paraprofessional 3.5 hrs/day to KES Special Needs Paraprofessional 5.25 hrs/day effective 9/13/17
- Amy Mitterling from KES Special Needs Paraprofessional 5.25 hrs/day to KES Special Needs Paraprofessional 5.5 hrs/day effective 8/31/17

Ayes: Melda, Sheldon, Wakefield, Walter, Mezera

Motion carried.

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD SEPTEMBER 18, 2017

EMPLOY CLASSIFIED SUBS FOR THE 2017-2018 SCHOOL YEAR #18-09-18

Moved by Wakefield, second by Walter to employ the 2017-2018 classified substitutes for the positions and hourly rates noted, pending all record checks and completion of state and local requirements.

- Julie Fortune
Bus Driver - \$13.50/hr.
- Kelly Isenhardt
Bus Driver - \$13.50/hr.
- Elizabeth Masavage –
Cleaning - \$9.89/hr.
- Linda McCroskey
Cafeteria - \$10.86/hr.
Monitor - \$10.29/hr.
Paraprofessional – Library - \$10.50/hr.
Paraprofessional – Special Needs - \$10.29/hr.
- Roberta Moore
Cafeteria - \$10.86/hr.
Monitor - \$10.29/hr.
Paraprofessional – Library - \$10.50/hr.
Paraprofessional – Special Needs - \$10.29/hr.
Secretary - \$12.16/hr.
Superintendent’s Secretary - \$18.19/hr.
- Kathryn Ryan
Monitor - \$10.29/hr.
Paraprofessional – Library - \$10.50/hr.
- Natalie Stanic
Secretary - \$12.16/hr.
Superintendent’s Secretary - \$18.19/hr.

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

APPROVE SUBSTITUTE TEACHERS 2017-2018 #18-09-19

Moved by Melda, second by Sheldon to approve the following listed certified substitute teachers for the 2017-2018 school year, on an as needed basis, compensation at \$90.00 per day (\$45.00 per half day) pending completion of all state and local requirements.

Mason Adams
Cynthia Arnold
Linda Bailosky
Edward Barbour
Hannah Bescan
Colleen Boggs
Deborah Bousek
Kimberly Brunn
James Burgett
Donna Clark
Alicia Coffman
Mackenzie Edwards
Amanda Glover
Christopher Heinig
Melanie Hohmann
Julia Hruby – effective 9/8/17
Kaitlin Jackson
Nicholas Jontony
Alexis Kaczay
Kathleen Kish
Natalie Kloos

Mikayla Lawson
Andrew Long
Stacy Maitland
Paul Menz
Erin Mokry
Riley Moore
Leah Nagy
Karen Norton
Cindy Pendergrass
Patrick Ploenzke
Francisco Prado – effective 9/14/17
Rebecca Prusak
Stacey Reitz
Janice Sanborn
Shawn Simmons
Linda Sisson
Elizabeth Solt - effective 9/8/17
Natalie Stanic – effective 9/15/17
Kourtney Steffen
Adele Straub
Haley Weidrick

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD SEPTEMBER 18, 2017

David Whelpley
Logan Wiegand
Robert Williams

Melissa Wilmoth
Maria Workman
Chartier Wyraz

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

APPROVE OUT OF STATE TRIP TO WASHINGTON, D.C. #18-09-20

Moved by Wakefield, second by Melda to approve an out of state field trip for Keystone High School Sophomore students to Washington D.C. during the period of Tuesday, May 8, 2018 through Friday, May 11, 2018.

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

RELEASE OF TRANSPORTATION #18-09-21

Moved by Sheldon, second by Walter to release Emily Blaz, Kindergarten at St Jude School, to Elyria City Schools for the 2017-2018 school year for transportation purposes only.

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

ACCEPT DONATIONS #18-09-22

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

- Anonymous - \$10.00 - KES Breakfast/Lunch Assistance Program
- Anonymous - \$100.00 – KMS Miscellaneous School Supplies
- Kerricook Construction, Inc. - \$75.00 - KES Breakfast/Lunch Assistance Program and \$75.00 to KMS Breakfast/Lunch Assistance Program

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

APPROVE POLICIES AND REGULATIONS #18-09-23

Moved by Walter, second by Melda to approve the below Board Policies and/or Regulations.
EGAC-R

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

FUTURE BOE MEETINGS @ 6:00 P.M.

1. Monday, October 16, 2017 – Regular Meeting – KHS Conference Room
2. Monday, November 20, 2017 – Regular Meeting – KHS Conference Room
3. Monday, December 18, 2017 – Regular Meeting – KHS Conference Room

RECORD OF PROCEEDINGS

MINUTES OF KEYSTONE BOARD OF EDUCATION

REGULAR MEETING HELD SEPTEMBER 18, 2017

COMMENTS/CONCERNS

Board Members:

Mr. Walter: The buildings look great to start the year. The crack in the floor by the KHS main office has been fixed. The maintenance and cleaning crews have been doing a great job.

Ms. Wakefield: KHS building is 10+ years old. The maintenance and cleaning crews have done a great job caring for the building and the kids have been treating the building well.

Mrs. Melda: NEOSBA fall conference is 10/4. If any board members would like to attend, let Mr. Resar know.

Public: None

Superintendent:

Mr. Gallo: We improved in 9 areas on our report card. We are working on getting better. PBIS has been a positive impact on the culture in our buildings.

ADJOURNMENT #18-09-24

Moved by Melda, second by Walter to adjourn the regular meeting at 7:12 p.m.

Ayes: Melda, Walter, Sheldon, Wakefield, Mezera

Motion carried.

Renee Mezera, President

Michael Resar Sr., Treasurer/CFO