OLENTANGY LOCAL SCHOOL DISTRICT

First Reading-4/26/18; Second Reading/Approval-5/17/18

Spring Policy Update Summary: Volume 36, N2, Technology, Phase IV

POLICY NUMBER	POLICY NAME	AREA	TYPE
Spring Update: Volume 36, N2			
4121	Criminal Record Check	Classified	Revised
4162	Drug and Alcohol Testing of CDL License Holders and Other Employees who Perform Safety Sensitive Functions	Classified	Revised
5111	Eligibility of Resident / Nonresident Students	Students	Revised
5112	Entrance Requirements	Students	Revised
8400	School Safety	Operations	Revised
8600.04	Bus Driver Certification	Operations	Revised
9141	Business Advisory Council	Relations	Revised
District Requested Items			
0169.1	Public Participation at Board Meetings	Bylaw	Revision
6220	Tax Budget Preparation	Finances	Revision
6230	Tax Budget Hearing	Finances	Revision
6325	Procurement-Federal Grants/Funds	Finances	Revision
8600	Transportation	Operations	Revision
January 2018-Special Release: Technology Collection Phase IV			
7530	Lending of Board Owned Equipment	Property	Revised
7530.02	Staff Use of Personal Communication Devices	Property	Revised
7542	Access to District Technology Resources and/or Information Resources from Personal Communication Devices	Property	Replacement
7543	Utilization of the District's Website and Remote Access to the District's Network	Property	Replacement

Neola of Ohio Recommendations

Note: Policy additions are written in green and underlined; deletions will be in ~~red~~ and have a ~~strike-through~~ it.

Book	Policy Manual
Section	Revision-Vol. 36, N2
Title	CRIMINAL HISTORY RECORD CHECK
Number	po4121 Revision *ja*
Status	Ready for Board Review
Adopted	August 22, 2011

4121 - **CRIMINAL HISTORY RECORD CHECK**

In accordance with State law, the Board of Education requires a criminal background check including information from the Bureau of Criminal Identification and Investigation (BCII) and the Federal Bureau of Investigation (FBI) of each applicant the Superintendent recommends for employment on the District's non-teaching staff as well as for all current non-teaching employees on a periodic basis. These requirements apply to any non-teaching employee, including individuals employed by a private company under contract with the Board to provide essential school services in accordance with Policy 8142, and all substitutes and persons employed on a part- time basis such as coaches or activity supervisors.

Specific rules relating to employees engaged in the operation of a vehicle for student transportation (bus/van drivers) and non-teaching employees who are also licensed by the Ohio Department of Education (e.g. aides with a permit, paraprofessionals with a license, and those individuals who do not hold a valid educator's license but who are employed by the Board under a student activity permit) shall be implemented as prescribed by law and applicable administrative code.

A criminal background check is not required of any currently-employed staff member who is a candidate for another position in the District, unless otherwise required by law and/or this policy.

The Superintendent shall establish administrative guidelines that require an appropriate records check that complies with the law.

Any information and records obtained from such inquiries are not public records and shall be kept confidential and not released or disseminated.

Should it be necessary to employ a person to maintain continuity of the District's operations, prior to receipt of the criminal history record, the Superintendent may, except in the case of a bus driver, employ the person on a provisional basis until the report is received.

Effect of Guilty Plea and/or Conviction of Enumerated Crimes – All Non-Teaching Employees

Non-teaching employees who are also licensed by the Ohio Department of Education (e.g., aides with a permit, paraprofessionals with a license, and those individuals who do not hold a valid educator's license but who are employed by the Board under a student activity permit) who engage in conduct unbecoming the teaching profession and/or who it is determined have pled guilty to or have been convicted of any offense enumerated under R.C. 3319.39(B)(1), including a judicial finding for intervention in lieu of conviction and/or participation in a pre-trial diversion program relating to any of the offenses listed therein, are subject to the mandatory reporting requirements set forth in Policy 8141, in addition to an action by the Board to terminate their employment. In addition, consistent with State law and Policy 4138, the Superintendent shall immediately suspend such licensed non-teaching employees from all duties that require the care, custody, or control of a child during any pending criminal action for which that licensed, non-teaching staff member has been arrested, summoned and/or indicted for any crimes set forth in R.C. 3319.31(C).

All other non-teaching employees who are the subject of a criminal records check including applicants hired provisionally in advance of a completed criminal records check, as well as student transportation employees (bus/van drivers, preschool and special needs bus aides), and/or individuals employed by a private company under contract with the Board to provide essential school services in accordance with Policy 8142, who it is determined have pled guilty to or been convicted of any offense enumerated under R.C.

3319.39(B)(1), including a judicial finding for intervention in lieu of conviction and/or participation in a pre-trial diversion program relating to any of the offenses listed therein, shall not be hired or shall be released from employment, as applicable, unless such individual meets the rehabilitation standards adopted by the Ohio Department of Education under division (E) of that section at the time of the hiring and/or upon discovery of such plea or conviction by the Board.

In the case of employees hired by the Board to operate a vehicle used for student transportation (i.e., bus/van drivers), a guilty plea or conviction of a crime to any offense listed in R.C. 3319.31(C) or A.C. 3301-83-23(A)(6)(c) will serve as a bar to further employment with the Board and the rehabilitation standards will not apply.

Suspension From Duties Involving Care, Custody or Control of a Child for Arrest, Summons and/or Indictment for Certain Crimes

In accordance with State law and Policy 4138, the Superintendent (or Treasurer in the case of an employee whose duties are assigned by the Treasurer) shall immediately suspend any non-licensed, non-teaching employee from all duties that require the care, custody, or control of a child during any pending criminal action for which that staff member has been arrested, summoned and/or indicted for any crimes listed under R.C. 3319.39(B)(1).

© Neola 2018~~2010~~

Legal	R.C. 109.57, 109.572, 2950, 2953.32, 3319.39, 3301.541, 3319.291, 3319.311
	R.C. 3319.391, 3319.392, 3319.40, 3327.10
	A.C. 3301-83-06 (B)(10), 3301-83-06 (F)(2), 3301-83-06 (F)(5)
	A.C. 3301-83-10 (F), 3301-20-01, 3301-83-23, 4501-1-05

Last Modified by Jana Arlinghaus on April 5, 2018

Book	Policy Manual
Section	Revision-Vol. 36, N2
Title	DRUG AND ALCOHOL TESTING OF CDL LICENSE HOLDERS
Number	po4162 Revision *ja*
Status	Ready for Board Review
Adopted	August 22, 2011
Last Revised	April 28, 2016

4162 - **DRUG AND ALCOHOL TESTING OF CDL LICENSE HOLDERS AND OTHER EMPLOYEES WHO PERFORM SAFETY SENSITIVE FUNCTIONS**

The Board of Education believes that the safety of students while being transported to and from school or school activities is of utmost importance and is the primary responsibility of the driver of the school vehicle. To fulfill such a responsibility, each driver, as well as others who perform safety-sensitive functions with Board-owned and/or operated ("Board-owned") vehicles must be mentally and physically alert at all times while on duty. To that end, the Board has established this policy and others related to employees' health and well-being.

For purposes of this policy and the guidelines associated with the policy, the following definitions shall apply.

A. The term *illegal drug* means drugs and controlled substances, the possession or use of which is unlawful, pursuant to Federal, State, and local laws and regulations.

B. The term *controlled substance* includes any illegal drug and any drug that is being used illegally, such as a prescription drug that was not legally obtained or not used for its intended purposes or in its prescribed quantity. The term does not include any legally-obtained prescription drug used for its intended purpose in its prescribed quantity unless such use would impair the individual's ability to safely perform safety-sensitive functions.

C. The term *controlled substance abuse* includes excessive use of alcohol as well as prescribed drugs not being used for prescribed purposes, in a prescribed manner, or in the prescribed quantity.

D. The term *safety-sensitive functions* includes all tasks associated with the operation and maintenance of Board-owned vehicles. This term further includes any period in which an individual is actually performing, ready to perform, or immediately available to perform any safety-sensitive function.

E. The term *CDL license holder* means all regular and substitute bus drivers, other staff members who may drive students in Board-owned vehicles or inspect, repair, and maintain Board-owned vehicles.

F. The term *while on duty* means all time from the time the CDL license holder begins to work or is required to be in readiness for work until the time s/he is relieved from work and all responsibility for performing work.

The Board expects all CDL license holders to comply with Board Policy 4122.01 on Drug Free Schools which prohibits the possession, use, sale, or distribution of alcohol and any controlled substance on school property at all times. Further, the Board concurs with the Federal requirement that all CDL license holders should be free of any influence of alcohol or controlled substance while on duty.

The Board directs the Superintendent to establish a drug and alcohol testing program whereby each regular and substitute bus driver, as well as any other staff member who holds a CDL license, is tested for the presence of alcohol in his/her system as well as for the presence of the following controlled substances:

A. Marijuana

B. Cocaine

C. Opioids ~~Opiates~~

D. Amphetamines

E. Phencyclidine (PCP)

The drug tests are to be conducted in accordance with Federal and State regulations a.) prior to employment, b.) for reasonable cause, c.) upon return to duty after any alcohol or drug rehabilitation, d.) after any accident, e.) on a random basis, and f.) on a follow- up basis.

Any staff member who tests positive shall be prohibited from performing or continuing to perform his/her safety-sensitive functions (e.g., driving any Board-owned vehicle) and be referred to the District's Employee Assistance Program.

Furthermore, if during any test the lab determines that an adulterant has been added to the specimen, then the test will be considered positive and the employee shall be prohibited from driving any school vehicle and be referred to the District's Employee Assistance Program.

Any staff member who refuses to submit to a test shall be prohibited from performing or continuing to perform his/her safety-sensitive functions (e.g., driving any Board-owned vehicle).

Staff member who voluntarily disclose that they have an addiction to alcohol or controlled substances may participate in the Employee Assistance Program, and will qualify for the receipt of medical insurance benefits for treatment of alcohol or substance abuse, including follow-up care, to the extent that such benefits are provided for or offered in the Board's health insurance package. Voluntary disclosure of an alcohol or drug addiction by a staff member will not subject the staff member to disciplinary action unless such disclosure is made after the staff member is selected to be tested or immediately prior to the selection of staff members to be tested. Nothing herein shall prevent the Board from disciplining a staff member for misconduct associated with his/her alcohol and/or drug use regardless of whether the employee has disclosed that s/he has an alcohol or drug addiction.

A staff member will be subject to disciplinary action, up to and including termination, for any of the following reasons:

A. reports for duty or performs work while having an alcohol concentration of 0.04 or greater

B. reports for duty or performs work while testing positive for using a prohibited drug, or while being under the influence of a prohibited drug

C. refuses to submit to drug and/or alcohol testing

D. alters or attempts to alter or unduly influence alcohol and/or drug testing results

E. fails to remain readily available for post-accident testing (including notifying his/her supervisor of his/her location, if the staff member leaves the scene of the accident prior to the submission of a post-accident test, unless the staff member's departure is to obtain necessary emergency medical care)

Any staff member who is not allowed to return to work while awaiting test results will be compensated during the waiting period for all work time lost, including overtime, if applicable. The Board shall pay all costs associated with the administration of alcohol and controlled substance tests. This includes testing of the "split specimen" at a Federally certified laboratory if so requested by a staff member. The Board will not pay for the employee's time while not on duty, if the split specimen test results are positive.

Alcohol and drug test results shall be protected as confidential medical records as appropriate under the Americans With Disabilities Act (i.e. test results shall be provided on a right to know basis – the employee, the employer, and the substance abuse professional – and the results shall not be presented until analyzed by a Medical Review Officer).

A tested individual, upon written request, will have access to any records relating to his/her use of drugs and alcohol, including any records pertaining to his/her drug and alcohol tests. A tested individual must provide written authorization before his/her test result can be provided to any other person except a government agency specified in the applicable Federal regulations.

All tests shall be conducted in accordance with Federal testing guidelines and be performed by a laboratory that is Federally certified.

Educational materials explaining the requirements of the Federal regulations and of the Board's policies and procedures to meet the Federal regulations shall be provided to all bus drivers and other CDL license holders, including the following:

A. the name of the person designated by the Board to answer questions about the materials

B. information sufficient to make clear to employees the period of the work day during which they are required to comply with the regulations

C. information concerning what conduct is prohibited

D. the circumstances under which employees are subject to testing

E. the procedures for testing in order to protect the employee and the integrity of the testing process, to safeguard the validity of the test results, and to confirm the results are attributed to the correct employee

F. the requirement that staff members must submit to testing as required by the regulations

G. an explanation of what constitutes a refusal to be tested and the attendant consequences

H. the consequences of testing positive, including the requirements of immediate removal from safety-sensitive functions, and the procedures regarding referral, evaluation, and treatment

I. the consequences for a test indicating an alcohol concentration greater than 0.04, and

J. information concerning the effects of alcohol and drug misuse on an individual's health, work, and personal life; signs and symptoms of an alcohol problem (the employee's or a co-worker's); and available methods of intervening when a drug or alcohol problem is suspected (including confrontation and how to refer someone to an Employee Assistance Program or to management)

These materials are to be distributed to each staff member upon being hired or transferred into a covered position thereafter. Each staff member must sign a statement certifying receipt of these materials. Each employee (and labor organization representing Board employees) shall receive written notice of the availability of this information, and the identity of the Board's designated representative in charge of answering employee questions about the materials.
.

Revised 12/14/11
© Neola 2018~~2016~~

Legal	34 C.F.R. Part 40 49 C.F.R. 382.101 et seq.
Cross References	34 C.F.R. Part 40

Last Modified by Jana Arlinghaus on April 5, 2018

Book	Policy Manual
Section	Revision-Vol. 36, N2
Title	ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS
Number	po5111 Revision *ja*
Status	Ready for Board Review
Adopted	May 25, 2011
Last Revised	May 18, 2017

5111 - **ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS**

The Board of Education establishes the following residency policy for determining eligibility to attend the schools of this District.

The Board shall provide tuition-free education for the benefit of children at least five (5) but under twenty-two (22) years of age whose parents reside in the District and such others as may be eligible pursuant to Federal and/or State law and the policies of the Board, including disabled preschool children who are at least three (3) years of age but not of compulsory school age and who are not currently enrolled in kindergarten, regardless of their citizenship or immigration status. The Board shall meaningfully communicate material information about enrollment requirements and procedures with parents, including parents who have limited proficiency in English. Access to information regarding enrollment requirements and procedures shall be available on the District's web site.

In addition, the Board shall provide tuition-free education for the benefit of a child whose grandparent(s) resides in the District and who is the subject of a:

A. power of attorney designating the grandparent as the attorney-in-fact; or

B. caretaker authorization affidavit executed by the grandparent that provides the grandparent with authority over the care, physical custody, and control of the child, including the ability to enroll the child in school, consent in all school related matters, and discuss with the District the child's educational progress.

In accordance with State law, the grandparent shall be considered the "parent" of the child who is the subject of the power of attorney) or caretaker authorization affidavit). The child may attend the schools of this District unless the power of attorney or caretaker authorization form was created for the sole purpose of enrolling the child in the District so that the child may participate in the academic or interscholastic programs of this District or another reason exists to exclude the child under State law. Additionally, the child may attend the schools of the District until the power of attorney or caretaker authorization affidavit terminates upon the occurrence of one (1) of the following events:

A. the child ceases to reside with the grandparent(s);

B. the document is terminated by court order; or

C. either the child who is the subject of the document or the grandparent dies.

Additionally, the power of attorney terminates if it is revoked in writing by the person who created it and that person gives written notice of the revocation to the grandparent and the juvenile court with which the power of attorney was filed. Further, the caretaker authorization affidavit terminates if the parent, guardian, or custodian of the child acts to negate, reverse, or otherwise disapprove of an action or decision of the grandparent(s) who signed the affidavit with respect to the child, and the grandparent either voluntarily returns the child to the physical custody of the parent, guardian or custodian or fails to file a complaint to seek custody within fourteen (14) days after delivery of the written notice of negation, revocation or other disapproval. It is the responsibility of the grandparent(s) to notify the District within one (1) week of the termination of the power of attorney or caretaker authorization affidavit.

The Board reserves the right to verify each student's residency and other conditions of eligibility for tuition-free education as well as the validity of the claim of any student to an education in the District. In addition, if a student has recently been discharged or released from the custody of the Department of Youth Services (DYS) and is seeking admittance or re-admittance into the District, such students will not be admitted until the records required to be released by DYS to the Superintendent have been received (see

AG 5111 for listing of required records). Within twenty-four (24) hours of admission into the District, the Superintendent shall request a copy of the student's school records from the school the student most recently attended.

Nonresident Eligibility for Tuition-Free Education

A student shall be entitled to attend school in this District free of any tuition obligation under the following circumstances:

A. A child whose parent has signed a contract to buy or build a house in this District and provides proper sworn statements shall be enrolled without payment of tuition for a period not to exceed ninety (90) days. The Superintendent is authorized to determine the number of days. The parent shall provide:

    1. a sworn statement explaining the situation, the location of the house being purchased or built, and stating the parent's intention to reside there upon its completion; and

    2. a statement from the builder that the house is being built for the parent and its location or a statement from a real estate broker or bank officer confirming that the parent has a contract to purchase, that the parent is waiting upon a closing date, and that the house is at the location identified in the parent's sworn statement.

    Such child shall also be eligible to participate in interscholastic athletics, if released by formal action of the district of current residency and the OHSAA.

B. Children under a shared-parenting plan establishing both parents as "residential parents" when the child is residing with the parent, if one (1) parent resides in the District. If a student resides in another school district but attends school in this District (where one (1) parent resides), it is the obligation of the parents to provide transportation for that student from the home of the nonresident parent. Where a court has vested legal custody with only one (1) parent, the child is entitled to attend school tuition-free only in the district in which the custodial parent resides.

C. A child under the age of eighteen (18) years of age who is married and resides in the District.

D. Students between the ages of eighteen (18) and twenty-two (22) who support themselves by their own labor, live apart from their parents, reside in the District, and have not successfully completed the District's high school program or their I.E.P.

E. Students who are considered by Federal law to be illegal aliens, children or youth in foster care, and/or homeless students who are required to be admitted by Federal law and in accordance with State guidelines.

F. A child with a medical condition that may require emergency medical attention providing a parent is employed in the District and submits the proper certification required by the Board, including a medical statement from the child's physician.

G. A child, living with a resident other than a parent and whose parent is in the armed services outside the State of Ohio, providing the child's parent submits the appropriate affidavit stating that the parent is in the armed forces outside the State of Ohio, intends to reside in the District upon return to the State, and provides the name and address of the person with whom the child will reside. The child may attend school in the District tuition-free for a period not to exceed twelve (12) months. If the parent does not intend to reside in the District, the child may attend school as a tuition student only.

H. A student who is living with a parent under the care of a shelter program for victims of domestic violence located in the District.

I. A nonresident child who has been or is currently being placed for adoption with a resident of this District, unless the adoption has been terminated or another district is required to educate the child.

J. Any student who enrolls in the District under the District's open enrollment policy.

K. The student resides with a person other than his/her parent(s) and such student has a parent serving outside Ohio in the U.S. Armed Services; (The student's parent(s) must file an affidavit with the Superintendent stating: 1) that the parent is serving outside the State in the U.S. Armed Services; 2) that the parent intends to reside in the Olentangy School District upon returning to the State; and 3) the name and address of the person with whom the student is living while the parent is outside the State. This tuition exemption may be granted only for a period of up to twelve (12) months.

Optional Tuition Free Education

The Board may admit students tuition-free under the following circumstances:

A. Children under the age of twenty-two (22), who are:

1. in the legal custody of their parent;

2. residing with a resident grandparent; and

3. not in need of special education, provided the Board and the board of education of the child's district of residence enter into a written agreement specifying there is good cause for the transfer, describing the nature of the good cause, and consenting to the attendance.

   The grandparent, and, if possible, the custodial parent shall sign the consent form providing the necessary authorizations. This option does not apply to children who are residing with a resident grandparent and are the subject of either a power of attorney or caretaker authorization affidavit that provides the grandparent with authority over the care, physical custody, and control of the child, as set forth in an earlier section of this policy. The Board shall admit children who are the subject of either a power of attorney or caretaker authorization affidavit tuition free.

B. Foreign-exchange students participating in a bona fide foreign-exchange program or residents of foreign nations who request admission as foreign- exchange students or the student is a non-Ohio, U.S. resident admitted under an exchange program operated by a student exchange organization.

C. Residents, regardless of age, who have graduated from an approved special education program and who wish to participate in a vocational program offered by the District or the Delaware Area Career Center, provided all of the conditions established in the AG 5111 have been met.

D. Any resident of the District who, although not otherwise eligible, meets the criteria for free admission as established by the State Board of Education.

E. Twelfth grade students whose parents move out of the District after the commencement of classes shall be allowed to attend school tuition-free for the remainder of the current year and one (1) additional semester.

   The Superintendent may allow a student to remain in school beyond the additional semester, if, in his/her opinion, the student is making adequate progress toward completion of the high school program or I.E.P. but, due to circumstances such as illness, personal hardship, family responsibilities, or the need to work part-time has been unable to complete the program or I.E.P. within the school year and/or one (1) additional semester.

F. A nonresident student under the age of twenty-two (22) is entitled to attend school in the District if the superintendent of the student's district of residence and the Superintendent enter into a written agreement consenting to the attendance and specifying that the purpose of the attendance is to protect the student's physical or mental well-being or to deal with other extenuating circumstances deemed appropriate by the superintendents.

   If the student is not receiving special education, there shall be no requirement for either district to provide transportation for the student.

   Any student admitted to the District under this provision shall be allowed to participate in all District student activities, including interscholastic athletics, on the same basis as any student who has attended the District's schools while of compulsory age.

G. A child may enroll free of any tuition obligation for a period not to exceed sixty (60) days, on the sworn statement of an adult resident of the District that s/he has initiated legal proceedings for custody of the child. If the court fails to grant the adult resident custody, continued enrollment beyond the sixty (60) days will be at the discretion of the Board. If enrollment continues, tuition shall be assessed in accordance with law. If the court awards custody to the adult resident, s/he shall produce the journal entry awarding custody and tuition shall be determined in accordance with State law and/or the court order.

H. A child who becomes a nonresident at the time of a parent's death may continue to attend school in the District on a nontuition basis for the remainder of the school year.

Students Suspended or Expelled from Other District

After offering an opportunity for a hearing, the Superintendent, at his/her discretion, may deny admission to a student who has been suspended or expelled from another public school within or outside the State, for the period of unexpired time of the suspension or expulsion. If the expulsion is from an out-of-state public school, the lesser of the period of such expulsion or the period of expulsion which would have been applied had the student committed the offense in this District will be imposed. When the suspension or expulsion from the other district has expired, the student is to be admitted providing all other eligibility requirements have been met. This provision also applies to a student who is the subject of power of attorney designating the child's grandparent as the attorney-in- fact or caretaker authorization affidavit executed by the child's grandparent.

Mandatory Admission/Payment of Tuition

The Board shall admit students who reside in the District but his/her parents do not reside in the District and tuition payments shall be assessed pursuant to State law if:

A. the student is in the legal or permanent custody of a governmental agency or a person other than his/her natural or adoptive parents;

B. the student resides in a home as defined by State law;

C. the student requires special education;

D. the child resides in the District and the child's parent is in a residential facility, correctional facility, or juvenile placement and the other parent, if living and not in such a facility or placement, is not known to reside in this State.

If the District admits a student to the District who is not otherwise entitled to attend or whose attendance tuition is not an obligation of another district, the Board shall collect tuition from the student's parents.

Tuition rates shall be determined as required by Ohio Statutes.

Safe at Home/Address Confidentiality

If a parent (or adult student), presents information to the District certifying that the parent (or adult student), his/her child, or a member of the parent's household is a participant in the Safe at Home/Address Confidentiality Program administered by the Secretary of State, the Board shall use the address designated by the Secretary of State to serve as the student's address for enrollment purposes. The District shall place a copy of any certification provided by the parent in the enrollment files.

Revised 12/12/13

© Neola 2018~~2017~~

Legal R.C. 111.41, 111.42,111.43, 111.46, 111.47, 111.99
R.C. 3313.48, 3313.64, 3313.645, 3313.649, 3313.65, 3313.66, 3313.90, 3313.97
R.C. 3313.98, 3317.08, 3317.081, 3321.01(B), 3321.03, 3323.141, 3327.04
R.C. 3327.05, 3327.06, 2152.18, 5139.05, 3313.672, 3313.533
A.C. 3301-42-01
42 U.S.C. 11431 et seq.

Last Modified by Jana Arlinghaus on April 5, 2018

Book	Policy Manual
Section	Revision-Vol. 36, N2
Title	ENTRANCE REQUIREMENTS
Number	po5112 Revision *ja*
Status	Ready for Board Review
Adopted	May 25, 2011
Last Revised	April 28, 2016

5112 - **ENTRANCE REQUIREMENTS**

The Board of Education establishes the following entrance age requirements for students, which are consistent with statute and sound educational practice, and directs that all eligible students be treated in an equitable manner.

Kindergarten

A child is eligible for entrance into kindergarten if s/he attains the age of five (5) on or before September 30th of the year in which s/he applies for entrance. The Board may admit a younger child to kindergarten if the child satisfies the Board's early entrance criteria. A child under age six (6) who is enrolled in kindergarten will be considered of compulsory school age.

First Grade

A child is eligible for entrance into first grade if s/he attains the age of six (6) on or before September 30th of the year in which s/he applies for entrance. Any student who has successfully completed kindergarten in accordance with R.C. 3321.01(B) shall be admitted to first grade. ~~and has completed the kindergarten program of this District or an equivalent program elsewhere and has been recommended by the teacher for advancement to the first grade.~~ The Board may admit to first grade a younger child ~~who has successfully completed kindergarten~~ if the child satisfies the Board's early entrance criteria.

Required Documents

The Superintendent shall require that each child who registers for entrance to school provide:

A. his/her birth certificate or similar documentation authorized by law as proof of age and birthdate;
   Acceptable forms of documentation include: foreign birth certificate; religious, hospital, or physician's certificate showing date of birth; entry in a family bible; baptismal record; adoption record; affidavit from a parent; previously verified school records; or other documents permitted by law.
B. a certified copy of any custody order or decree together with any modification in such an order or decree.

If such documents are not provided, the child may be admitted under the Superintendent's guidelines. Appropriate law enforcement authorities shall be notified in the event that required documents are not provided in accordance with the provisions of R.C. 3313.672. However, a child who is placed in a foster home or residential facility (i.e., a group home for children, children's crisis care facility, children's residential center, residential parenting facility that provides twenty-four (24) hour child care, county children's home, or district children's home) will not be denied admission solely because the child does not present a birth certificate, comparable certification, or other comparable document upon registration. Such protected child will be admitted under temporary enrollment for a period of up to ninety (90) days to present the required documentation. The protected child and/or the child's parent, guardian, or custodian will be so informed at the time of the child's initial admission.

The Superintendent shall also ensure that each child entering the District's kindergarten or first grade program for the first time has been properly screened for any medical or health problems, including those related to hearing, vision, speech, and communications.

Any parent may provide the District with a written statement indicating that s/he does not wish to have his/her child screened.

Early Entrance Criteria

The District provides early admission to kindergarten and first grade for qualified students. Copies of the referral forms for evaluation for early entrance to kindergarten or first grade will be available in each school building. Any student residing in the District may be referred by an educator employed by the District, a preschool educator who knows the child, the child's parent or guardian, or a pediatrician or psychologist who knows the child. The referral shall be made to the principal of the school for evaluation for possible early admission.

Before a student is evaluated for early entrance, the principal (or his/her designee) of the school to which the child may be admitted shall obtain written permission from the child's parent/guardian.

Evaluations related to referrals submitted to the school principal between August 15th and April 15th, will ordinarily be completed and a written report issued within forty-five (45) calendar days of submission of the referral to the school principal. Evaluations related to referrals submitted to the school principal between April 16th and August 14th will ordinarily be completed and a written report issued within forty-five (45) days of the start of the school year.

Children referred for early entrance will be evaluated in a prompt manner. The principal of the school to which the child may be admitted shall convene an acceleration evaluation committee to determine whether early entrance is appropriate for that child. The acceleration evaluation committee shall include the following:

A. a parent/legal guardian or a representative designated by the parent/guardian

B. a gifted education coordinator or gifted education specialist, or, if neither is available, a school psychologist or a guidance counselor with expertise in the appropriate use of academic acceleration

C. the principal or assistant principal of the school to which the child may be admitted

D. a teacher at the grade level to which the student may be admitted

The acceleration evaluation committee shall be responsible for conducting a fair and thorough evaluation of the student. The acceleration evaluation committee will also consider the student's own thoughts on possible accelerated placement in its deliberations.

Children considered for early entrance shall be evaluated using an acceleration assessment process approved by the Ohio Department of Education.

A meeting will be conducted with the parent/guardian following the evaluation to inform him/her of the committee's decision and, if appropriate, to discuss the results of the evaluation and the nature of the kindergarten or first grade program.

The parent/guardian will be provided with a written summary of the outcome of the evaluation process. This notification shall include instructions for appealing the outcome of the evaluation process.

Appeals must be made in writing to the Superintendent within thirty (30) calendar days of the parent/guardian receiving the results of the evaluation. The Superintendent or his/her designee shall review the appeal and notify the parent/guardian of his/her decision within thirty (30) calendar days of receiving the appeal. The Superintendent or his/her designee's decision will be final.

If a child is recommended for early entrance, the acceleration evaluation committee will develop a written acceleration plan for that child. The plan will specify:

A. placement of the child in the accelerated setting;

B. strategies to support successful early entrance; and

C. an appropriate transition period for accelerated students.

A school staff member will be assigned to oversee the implementation of the acceleration plan and to monitor the child's adjustment to the early entrance.

At any time during the transition period, a parent/guardian of the child may request in writing that the child be withdrawn from the accelerated placement. In such cases, the principal shall remove the child without repercussions.

Also, at any time during the transition period, a parent/guardian may request in writing an alternative accelerated placement. In such cases, the principal shall direct the acceleration evaluation committee to consider other placement options and to issue a

decision within thirty (30) calendar days of receiving the request. If the student will be placed in a different setting from that initially recommended, the acceleration plan shall be revised accordingly, and a new transition period shall be specified.

At the end of the transition period, the accelerated placement shall become permanent. The child's records shall be modified accordingly, and the acceleration plan shall become part of the student's permanent record to facilitate continuous progress through the curriculum.

Revised 12/13/12
© Neola 2018~~2016~~

Legal	R.C. 3313.64, 3313.641, 3313.672, 3313.673, 3321.01 et seq., 3321.05, 3323.01
	R.C. 3324.10

Last Modified by Jana Arlinghaus on April 5, 2018

Book	Policy Manual
Section	Revision-Vol. 36, N2
Title	SCHOOL SAFETY
Number	po8400 Revision *ja*
Status	Ready for Board Review
Adopted	April 26, 2012
Last Revised	June 25, 2015

8400 - **SCHOOL SAFETY**

The Board of Education is committed to maintaining a safe and drug-free environment in all of the District's schools. The Board believes that school crime and violence are multifaceted problems that need to be addressed in a manner that utilizes all available resources in the community through a coordinated effort of School District personnel, law enforcement agencies, and families. The Board further believes that school administrators and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-related event or are on their way to and from school. The Board also believes that the first step in addressing school crime and violence is to assess the extent and nature of the problem(s) or threat, and then plan and implement strategies that promote school safety and minimize the likelihood of school crime and violence.

Emergency Management Plan ("EMP")

~~To that end, the Superintendent shall develop and adopt a comprehensive Emergency Management Plan ("EMP") for each building under his/her control. In developing the EMP for each building, the Superintendent shall involve community law enforcement and safety officials, parents of students who are assigned to the building, and teachers and nonteaching employees assigned to the building.~~

To that end, the Superintendent shall develop and adopt a comprehensive Emergency Management Plan ("EMP") for each building under his/her control. In developing the EMP for each building, the Superintendent shall involve community law enforcement and safety officials (including, but not limited to, law enforcement, fire, emergency medical personnel, and any local divisions having county-wide emergency management), parents of students who are assigned to the building, and teachers and nonteaching employees assigned to the building. Each EMP shall contain the name, title (if applicable), contact information, and signature of each person involved in development of the EMP.
In developing the EMP, the Superintendent shall examine the environmental conditions and operations of each building to determine potential hazards to student and staff safety. The Superintendent shall further propose operating changes to promote the prevention of potentially dangerous problems and circumstances. The Superintendent shall incorporate remediation strategies into the EMP for any building where documented safety problems have occurred.

~~Each EMP will include:~~ Each EMP will consist of four (4) parts:

A. A single document to address all hazards that may negatively impact the school; including but not limited to active shooter, hostage, bomb threat, act of terrorism, bullying, and any other natural or manmade events that the Superintendent knew or should have reasonably known about that compromise the health or safety of students, employees, administrators, or property. The document will include: ~~protocols for addressing serious threats and emergency events that affect the safety of school property, students, employees, or administrators;~~

   ~~These protocols will include appropriate procedures for responding to these threats and emergencies, such as notifying law enforcement, contacting specified emergency response personnel, and alerting parents of affected students.~~

   1. a hazard identification and risk analysis (i.e., a process to identify hazards and assess the vulnerability associated with each);
   2. an all-hazards emergency operations plan organized around five (5) mission areas: prevention, protection, mitigation, response, and recovery. The plan shall be compliant with the "National Incident Management System" (NIMS);

3. the access and functional needs of the students, teachers, and staff;

4. education for students, staff, and administrators to avoid, deter, or stop an imminent crime or safety issue, threatened or actual;

5. procedures for notifying law enforcement, fire, EMS, emergency management, mental health, and other outside experts who could assist in responding to and recovering from an emergency;

   The plan shall be updated and revised at least every three (3) years from the previous date of compliance to reflect lessons learned and best practices to continually improve the plan. The emergency management test and actual emergencies at the school buildings will be a source for lessons learned.

6. **(X)** the use of temporary door locking devices as permitted by law.

B. A~~a~~ floor plan unique to each floor of the building.~~;~~

C. A~~a~~ site plan that includes all building property and surrounding property.~~; and~~

D. An ~~an~~ emergency contact information sheet.

The Superintendent shall submit an electronic copy of each EMP s/he developed and adopted to the Ohio Department of Education ("ODE") not less than once every three (3) years, whenever a major modification to the building requires changes to the procedures outlined in the EMP, and whenever the information on the emergency contact information sheet changes. No later than the date prescribed by ODE, the Superintendent shall also file a copy of the current, updated EMP with the following:

A. each law enforcement agency that has jurisdiction over the school building; and

B. upon request, the local fire department, emergency medical service organization, and county emergency management agency serving the area in which the building is located.

The Superintendent will also file copies of updated EMPs with ODE and the above agencies within ten (10) days after s/he adopts the revised EMPs.
The EMP is not a public record.

All buildings shall prepare and conduct at least one (1) annual emergency management test, in accordance with rules adopted by the Ohio Department of Education (ODE). By July 1st of every year, the Superintendent shall review the EMPs s/he previously developed and adopted, and certify in writing to the ODE that the EMPs are current and accurate.

The emergency management test must be a scheduled event; an actual emergency will not satisfy this requirement, even if an after-action report is produced. The emergency management test must be a tabletop, functional, or full-scale as defined in A.C. 3301-5-01, and each type shall be used once every three (3) years. It must include at least one (1) hazard from the hazard analysis in the EMP and at least one (1) functional content area. At least one (1) representative from law enforcement, fire, EMA, EMS, and/or behavioral health should be included.

[SELECT OPTION #1 OR OPTION #2]

[X] [OPTION #1]

Students will not participate in the emergency management test.

[ ] [OPTION #2]

Students may participate in the emergency management test at the discretion of the Principal. In deciding whether, and to what extent, to involve students in an emergency management test, the Principal should consider what benefit student inclusion in the emergency management test may have on the student population's preparation for an emergency and to enhance the safety of students in the building. The Principal shall also consider age-appropriate participation, guidance, and training in preparation for students' participation in the test.

[END OF OPTIONS]

[DRAFTING NOTE: If OPTION #2 is selected, it is strongly advised that the District select the following optional language, which is only listed as an "option" because A.C. 3301-5-01 does not make it mandatory – however, it does

state schools "should" obtain parental consent if students are going to participate in the emergency management test.]

[ ] Parental consent is required prior to student participation in the emergency management test.

The Superintendent shall submit an after-action report to the ODE no later than thirty (30) days after the emergency management test documenting the following: 1) date/time/weather/length of exercise; 2) the type of discussion/operations based exercise; 3) the scenario utilized; 4) the hazard(s) utilized (including safety data sheets, as appropriate); 5) the functional content area(s) utilized; and 6) the identification of at least three (3) strengths and at least three (3) improvement areas of the EMP discovered as a result of the emergency management test.

~~The Superintendent or designee shall submit an electronic copy of each EMP s/he developed and adopted to the ODE not less than once every three (3) years, whenever a major modification to the building requires changes to the procedures outlined in the EMP, and whenever the information on the emergency contact information sheet changes. No later than the date prescribed by ODE, the Superintendent shall also file a copy of the current, updated EMP with the following:~~

A. ~~each law enforcement agency that has jurisdiction over the school building~~

B. ~~upon request, the local fire department, emergency medical service organization, and county emergency management agency serving the area in which the building is located~~

~~The Superintendent will also file copies of an updated EMP with ODE and the above agencies within ten (10) days after s/he adopts the revised EMP.~~
~~The EMP is not a public record.~~

The Superintendent shall grant access to each school building under his/her control to law enforcement personnel and any local fire department, emergency medical service organization, and/or county emergency management agency that has requested a copy of the EMP, to enable such personnel and entities to conduct training sessions for responding to threats and emergency events affecting the school building. Such access shall be provided outside of student instructional hours and the Superintendent or designee shall be present in the building during the training sessions.

Prior to the opening day of each school year, the Superintendent shall inform each enrolled student and the student's parent/legal guardian of the procedures to be used to notify parents in the event of an emergency or a serious threat to safety. Any student enrolled in the school after the annual notification and their parent/legal guardian shall be notified upon enrollment. Also, see Policy 8420 - Emergency Situations at School.

Threat Assessment

The primary purpose of a threat assessment is to minimize the risk of targeted violence at school. The following threat assessment process is designed to be consistent with the process set forth in the joint U.S. Secret Service and U.S. Department of Education publication, Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates for identifying, assessing, and managing students who may pose a threat. The goal of the threat assessment process is to take appropriate preventive or corrective measures to maintain a safe school environment, protect and support potential victims, and provide assistance, as appropriate, to the student being assessed.

The threat assessment process is centered upon an analysis of the facts and evidence of behavior in a given situation. The appraisal of risk in a threat assessment focuses on actions, communications, and specific circumstances that might suggest that an individual intends to cause physical harm and is engaged in planning or preparing for that event.

The Board authorizes the Superintendent to create building-level, trained threat assessment teams. Each Team shall be headed by the Principal and may include a school counselor, school psychologist, instructional personnel, and/or the School Resource Officer, where appropriate. At the discretion of the Superintendent, a threat assessment team may serve more than one (1) school when logistics and staff assignments make it feasible.

The Team will meet when the Principal learns a student has made a threat of violence or engages in concerning communications or behaviors that suggest the likelihood of a threatening situation.

The Team is empowered to gather information, evaluate facts, and make a determination as to whether a given student poses a threat of violence to a target. If an inquiry indicates that there is a risk of violence in a specific situation, the Team may collaborate with others to develop and implement a written plan to manage or reduce the threat posed by the student in that situation.

The Board authorizes the Superintendent to create guidelines for the purpose of:

A. Identifying team participants by position and role;

B. requiring team participants to undergo appropriate training;

C. defining the nature and extent of behavior or communication that would trigger a threat assessment and/or action pursuant to a threat assessment;

D. defining the types of information that may be gathered during the assessment;

E. stating when and how parents/guardians of the student making the threat shall be notified and involved;

F. designating the individuals (by position) who are responsible for gathering and investigating information;

G. Identifying the steps and procedures to be followed from initiation to conclusion of the threat assessment inquiry or investigation.

Board employees, volunteers, and other school community members, including students and parents, shall immediately report to the Superintendent or Principal any expression of intent to harm another person or other statements or behaviors that suggest a student may intend to commit an act of violence.

Nothing in this policy overrides or replaces an individual's responsibility to contact 911 in an emergency.

Regardless of threat assessment activities or protocols, disciplinary action and referral to law enforcement shall occur as required by State law and Board policy.

Threat assessment team members shall maintain student confidentiality at all times as required by Board Policy 8330 – Student Records, and State and Federal law.

Safe and Drug Free Schools

As a part of the EMP, the Board shall verify that it has procedures in place for keeping schools safe and drug-free that include:

A. appropriate and effective school discipline policies that prohibit disorderly conduct, the illegal possession of weapons and the illegal use, possession, distribution, and sale of tobacco, alcohol, and other drugs by students;

B. security procedures at school and while students are on the way to and from school;

C. prevention activities that are designed to maintain safe, disciplined and drug-free environments;

D. a code of conduct or policy for all students that clearly states the responsibilities of students, teachers, and administrators in maintaining a classroom environment that:

1. allows a teacher to communicate effectively to all students in the class;

2. allows all students in the class the opportunity to learn;

3. has consequences that are fair, and developmentally appropriate;

4. considers the student and the circumstances of the situation; and

5. is enforced accordingly.

Persistently Dangerous Schools

The Board recognizes that State and Federal law requires that the District report annually incidents which meet the statutory definition of violent criminal offenses that occur in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. It is further understood that the State Department of Education will then use this data to determine whether or not a school is considered "persistently dangerous" as defined by State policy.

Pursuant to the Board's stated intent to provide a safe school environment, the school administrators are expected to respond appropriately to any and all violations of the Student Code of Conduct, especially those of a serious, violent nature. In any year where the number of reportable incidents of violent criminal offenses in any school exceed the threshold number established in State policy, the Superintendent shall convene a meeting of the building administrator, representative(s) of the local law enforcement agencies, and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

The Superintendent shall make a report to the Board about this plan of corrective action and shall recommend approval and adoption of it.

In the unexpected event that the number of reportable incidents in three (3) consecutive school years exceeds the statutory threshold and the school is identified as persistently dangerous, students attending the school shall have the choice option as provided in Policy 5113.02 and AG 5113.02.

In addition, the Superintendent shall convene a meeting of the building administrator, representative(s) of the local law enforcement agencies, and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

Victims of Violent Crime

The Board further recognizes that, despite the diligent efforts of school administrators and staff to provide a safe school environment, an individual student may be a victim of a violent crime in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. In accordance with Federal and State law the parents of the eligible student shall have the choice options provided by Policy 5113.02 and AG 5113.02.

Revised 12/11/14
© Neola 2018~~2015~~

Legal
A.C. 3301-5-01
R.C. 3313.536
Title IX, Section 9532 of the No Child Left Behind Act of 2001
20 U.S.C. 6301 et seq.
Public Law 107-110

Last Modified by Jana Arlinghaus on April 5, 2018

Book	Policy Manual
Section	Revision-Vol. 36, N2
Title	BUS DRIVER CERTIFICATION
Number	po8600.04 Revision *ja*
Status	Ready for Board Review
Adopted	October 23, 2012
Last Revised	November 9, 2017

8600.04 - **BUS DRIVER CERTIFICATION**

It is the policy of the Board of Education that all bus drivers obtain and hold proper certification under standards for school bus drivers established within the Ohio Revised Code. It is also the purpose of this Board to protect its students from drivers whose certification is invalidated by the Ohio Point Law or point standards of this District.

A copy of each new school bus driver's complete driving record must be obtained from the Ohio Department of Education prior to allowing the school bus driver to operate a school bus or school van for the first time. In accordance with State transportation regulations, the Superintendent shall request the administrator in charge of transportation to conduct at least a semi-annual review of each school bus driver's (i.e., current bus drivers and those newly hired bus drivers who remain employed with the Board) driving record through the Ohio Department of Education to determine that such drivers have:

A. no more than six (6) points within the last twenty-four (24) month period;

B. not been convicted of driving while under the influence of alcohol and/or a controlled substance during the past ten (10) years (i.e., not been convicted of a violation of R.C. 4511.19) or a substantially equivalent municipal offense;

C. not received two (2) (or more) of the following serious traffic violations as defined in R.C. 4506.01 (II) ~~(DD)(1) through (DD)(7)~~ during the last twenty-four (24) month period:

1. a single charge of any speed in excess of the posted speed limit by fifteen (15) miles per hour or more;

2. violation of R.C. 4511.20 (i.e., operation in willful or wanton disregard of the safety of persons or property) or R.C. 4511.201 (i.e., operation off street or highway in willful or wanton disregard of the safety of persons or property) or any similar ordinance or resolution, or of any similar law of another state or political subdivision of another state;

3. violation of a law of this State or an ordinance or resolution relating to traffic control, other than a parking violation, or of any similar law of another state or political subdivision of another state, that results in a fatal accident;

4. violation of R.C. 4506.03 (i.e., commercial driver's license or temporary instruction requirements) or a substantially similar municipal ordinance or county or township resolution, or of any similar law of another state or political subdivision of another state, that involves the operation of a commercial motor vehicle without a valid commercial driver's license with the proper class or endorsement for the specific vehicle group being operated for the passengers or type of cargo being transported;

5. violation of R.C. 4506.03 (i.e., commercial driver's license or temporary instruction requirements) or a substantially similar municipal ordinance or county or township resolution, or of any similar law of another state or political subdivision of another state, that involves the operation of a commercial motor vehicle without a valid commercial driver's license being in the person's possession;

6. violation of R.C. 4511.33 (i.e., driving in marked lanes) or R.C. 4511.34 (i.e., space between moving vehicles) or any municipal ordinance or county or township resolution substantially similar to either of those sections, or any substantially similar law of another state or political subdivision of another state;

7. violation while operating a commercial motor vehicle of a law of the state, any municipal ordinance, any county or township resolution, or any substantially similar law of another state or political subdivision of another state which prohibits texting while driving or using a handheld mobile device (except when a person is texting or using a mobile device to contact law enforcement or other emergency services);

8. violation of any other law of this State or ordinance or resolution relating to traffic control, other than a parking violation, that is determined to be a serious traffic violation by the United States Secretary of Transportation and the Director designates such by rule; and

D. no railroad crossing violations during the last ~~year (i.e., twelve (12) month period);~~ twelve (12) months (as evidenced by a conviction, video, or report by a railroad official);

E. not received any violations that render the bus driver uninsurable by the District's Fleet Insurance Carrier.

The records obtained from the annual records check will be maintained for a minimum of ten (10) years. **[Drafting note: It is recommended that a District maintain the annual records check for ten (10) years because a conviction of Operating a Vehicle while Under the Influence has a ten year look back period.]**

A driver having any of the above-referenced violations will be disqualified from operating a bus. The driver will also be notified that his/her school bus certification will be reviewed by the Superintendent and his/her employment as a school bus driver may be terminated.

A driver involved in a traffic incident may be subject to the disciplinary action established in the Superintendent's administrative guidelines. Written notice must be immediately filed with the Superintendent or administrator in charge of transportation, irrespective of whether the traffic violation occurred while operating a Board-owned vehicle or a private vehicle or during school or non-school hours. Failure to file the required written notice of conviction or suspension will result in the revocation of the driver's certificate and/or disciplinary action, up to and including termination.

If a school bus driver has an interruption in driving a school bus for two (2) years or school van for a period of one (1) year or longer, s/he will not be permitted to resume operating a school bus or school van until a copy of the school bus driver's complete driving record has been obtained.

~~In addition to the required driving record check, the administrator in charge of transportation shall obtain a satisfactory BCII report prior to hiring an individual as a new school bus or school van, along with an FBI background check (i.e., an FBI background check will also be required prior to hiring new employees). An updated, satisfactory BCII report shall be obtained for each school bus driver every six (6) years with driver re-certification. Satisfactory shall be defined by the same standards applied to other public school employees. Such records shall also be maintained for a minimum of six (6) years (see Policy 4121 for criminal history record check requirements).~~

In addition to the required driving record check, the administrator in charge of transportation shall obtain a satisfactory BCII report prior to hiring an individual as a new school bus or school van driver, along with an FBI background check (i.e., an FBI background check will also be required prior to hiring new employees). An updated, satisfactory criminal background check report shall be obtained for each school bus driver every six (6) years with driver re-certification. Each six (6) year criminal records check request shall be made to the Superintendent of the Bureau of Criminal Identification and investigation and include both a BCII and FBI report unless both of the following conditions apply so that only records of the FBI are required:

A. a BCII report was obtained at the time of hire; and

B. the employee presents proof that he/she has been a resident of this state for the five-year period immediately prior to the date the recertification is requested.

Satisfactory shall be defined by the same standards applied to other public school employees. Such records shall also be maintained for a minimum of six (6) years (see Policy 4121 for criminal history record check requirements). Any driver who has been convicted of or pleaded guilty to any disqualifying offense shall not be hired or shall be released from employment (x) unless the person meets the rehabilitation standards prescribed for non-licensed school employees.

No bus driver will be permitted to drive a school bus or school van unless s/he meets all other requirements contained in the rules adopted by the Ohio Department of Education prescribing qualifications of drivers of school buses and other student transportation. In addition, no bus driver will be permitted to drive a school bus or school van unless:

A. information pertaining to the bus driver has been submitted to the Ohio Department of Education, including the name of the Board, name of the bus driver, driver license number, date of birth, date of hire, status of physical evaluation and status of training; and

B. the most recent criminal records check, including information from the Federal Bureau of Investigation, has been completed and received by the Superintendent or designee.

The Superintendent shall provide for an annual physical examination conforming to Ohio Department of Education standards to determine the driver's physical fitness for employment.

Drivers of school buses or vans employed by entities other than the District who are not subject to Ohio Department of Education rules must receive the certificate described by R.C. 3327.10(B) from the school administrator to contractor prior to being employed. These drivers also must have an annual physical conforming to State Highway Patrol rules performed in accordance with R.C. 3327.10(B). Any bus driver not employed by a school district, who drives a bus or van owned by the District, must give satisfactory and sufficient bond.

© Neola 2018 ~~2017~~

Legal R.C. 3327.10, 3327.01 et seq., 4511.01(F), 4511.75 et seq.

A.C. 3301-51-10, 3301-83-01 et seq., 3301-83-05, 3301-83-06, 3301-83-07

Last Modified by Jana Arlinghaus on April 5, 2018

Book	Policy Manual
Section	Revision-Vol. 36, N2
Title	BUSINESS ADVISORY COUNCIL
Number	po9141 Revision *ja*
Status	Ready for Board Review
Adopted	September 25, 2012
Last Revised	November 9, 2017

9141 **- BUSINESS ADVISORY COUNCIL**

The Board of Education and Superintendent recognize the increasing importance to the nation's productivity and future well-being of its citizens that students enter the labor market with employable skills and attitudes. The Board and Superintendent of the District also recognize that the necessary educational effort involves close cooperation among interested parties and that decisions regarding the curriculum should not be made without appropriate input from those affected by the educational results.

In order to obtain a broad perspective of the business industry, life skills, academics, and operational functions, the Board shall establish a Business Advisory Council to serve as a continuing advisory group to the Board and administration.

~~A majority of the council will be selected from among the leaders of commercial and industrial organizations operating within the District or within the area that provides the majority of employment for the District's citizens.~~

~~In addition, representatives from local trade unions, educational institutions, governmental agencies, and an economic development representative shall be invited to join the Council.~~

~~A member(s) of the Board and/or the Superintendent shall serve as the chairman of the Council.~~

~~The purpose of the Council shall be to assist the staff and Board in determining whether or not its curriculum is and continues to be both appropriate and adequate for ensuring that students can enter the labor force with knowledge, attitudes, and skills that are considered relevant by employers.~~

[X] [OPTION]

The Board of Education has entered into an agreement with the Educational Service Center of Central Ohio so that the ESC's business advisory council will represent the businesses of the District. Regular updates from the council shall be reviewed by the Board.

[END OF OPTION]

The Council shall further provide recommendations to the Board delineating employment skills and developing curriculum to instill these skills, ~~concerning~~ changes in the economy and the job market, and the types of employment in which future jobs are most likely to be available; and providing ~~provide~~ suggestions for developing a working relationship among businesses, labor organizations, and educational personnel in the District.

The Council shall operate in accordance with the standards established by the Superintendent of Public Instruction, in consultation with the Governor's Executive Workforce Board. The Council and Board will develop a plan specifying matters upon which the Council will advise and make recommendations to the Board. The plan shall be revised and updated annually. ~~The plan shall be filed with the Ohio Department of Education. At a minimum, the Council will meet quarterly with the Board. The Council and the Board will annually develop and file with the Ohio Department of Education a joint statement describing how the Board and the Council have fulfilled their responsibilities in accordance with policy and State law. The statement will be submitted by March 1st each year.~~

© Neola 2018~~2017~~

Legal	R.C. 3313.82, 3313.821, 3313.822

Last Modified by Jana Arlinghaus on April 5, 2018

Book	Policy Manual
Section	Revised-District Requested Policy
Title	PUBLIC PARTICIPATION AT BOARD MEETINGS
Number	po0169.1 *ja* Revision District Requested
Status	Ready for Board Review
Adopted	September 25, 2012
Last Revised	March 14, 2018

0169.1 - **PUBLIC PARTICIPATION AT BOARD MEETINGS**

The Board of Education recognizes the value to school governance of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

The Board is also committed to conducting its meetings in a productive and efficient manner that assures that the regular agenda of the Board is completed in a reasonable period of time, honors the voluntary nature of the Board's time and using that time efficiently, and allows for a fair and adequate opportunity for input to be considered. Consequently, public participation at Board meetings will be governed by the following principles:

~~**First Public Participation Session**~~

Those wishing to address the Board ~~during the first public session~~ must have submitted a completed "Public Participation" form to the Treasurer no later than the beginning of the meeting.

~~**Second Public Participation Session**~~

~~An additional period of public participation will take place immediately prior to the "Action Items" section of the agenda, provided such comments are related directly to a particular item on the agenda. Speakers who wish to comment during this section of the agenda will also be restricted to no more than five (5) minutes of presentation time, and an overall thirty (30) minute time limitation will be in force for this second public comment session.~~

~~Those wishing to address the Board during this second public comment session must have submitted a completed "Public Participation" form to the Treasurer prior to the conclusion of the "Treasurer's Report" section of the meeting.~~

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation at every regular meeting of the Board, at all public meetings of the Board, and at those public meetings of the Board during which action may be taken. The Board shall also publish rules to govern such participation in Board meetings.

The presiding officer shall be guided by the following rules:

A. Public participation shall be permitted:

1. as indicated on the order of business;
2. before the Board takes official action on any issue of substance;
3. at the discretion of the presiding officer.

B. Anyone having a legitimate interest in the actions of the Board may participate during the public portion of a meeting.

C. Attendees must register their intention to participate in the public portion of the meeting prior to the start of the meeting.

D. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name, address, and group affiliation, if and when appropriate

E. Each statement made by a participant shall be limited to five (5) minutes duration, unless extended by the presiding officer.

F. All statements shall be directed to the presiding officer; no person may address or question Board members individually.

G. Tape or video recordings are permitted, providing the person operating the recorder has received approval from the Superintendent prior to the Board meeting and agrees to the placement of the equipment and to abide by the following conditions:

1. No obstructions are created between the Board and the audience.
2. No interviews are conducted in the meeting room while the Board is in session.
3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session and not disrupt the meeting.

H. The presiding officer may:

1. prohibit public comments that are frivolous, repetitive, and/or harassing;
2. interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, off-topic, antagonistic, obscene, or irrelevant;
3. request any individual to leave the meeting when that person does not observe reasonable decorum;
4. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
5. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.

I. The portion of the meeting during which the participation of the public is invited shall be limited to thirty (30) minutes, unless extended by a vote of the Board.

© Neola 2018~~2016~~

Legal R.C. 3313.20

Last Modified by Jana Arlinghaus on April 13, 2018

Book	Policy Manual
Section	Revised-District Requested Policy
Title	TAX BUDGET PREPARATION
Number	po6220 *ja* District Requested Revision
Status	Ready for Board Review
Adopted	December 14, 2011

6220 - **TAX BUDGET PREPARATION**

The District's operation and educational plan is reflected in its budgets. Each year, the Board of Education will cause to have prepared and then review the General Fund as well as the other funds which comprise the tax budget.

The Board directs the Treasurer to present the tax budget to the Board in compliance with the county auditor's requirements. ~~prior to January 15th of each year~~. When presented to the Board for review and/or adoption, the tax budget shall indicate the information required by the State Auditor's Office.

With an affirmative vote of the majority of the County Budget Commission, including the County Auditor, the requirement that the Board of Education adopt a tax-budget may be waived. Therefore, the Board directs the Treasurer to prepare the tax budget in compliance with the requirements of the Delaware County Auditor, the Ohio Revised Code, and the State Auditor's Office.

© Neola 2002

Legal	R.C. 5705.13, 5705.28(A)(1), 5705.281, 5705.29, 5705.30

Last Modified by Jana Arlinghaus on April 5, 2018

Book	Policy Manual
Section	Revised-District Requested Policy
Title	TAX BUDGET HEARING
Number	po6230 * ja* District Requested Revision
Status	Ready for Board Review
Adopted	December 14, 2011

6230 - **TAX BUDGET HEARING**

The annual tax budget adopted by the Board of Education represents the Board's position on the allocation of resources required to operate an appropriate system of education. All reasonable means shall be employed by the Board to present and explain that position to all interested parties. The public budget hearing will be conducted in accordance with law.

The budget approved by this Board shall be in the form prescribed by the Bureau of Inspection and Supervision of Public Offices and shall be made available in the office of the Treasurer for public inspection at least ten (10) days prior to its adoption and at the places required by law.

The final adoption of the proposed tax budget shall be made by the Board after completion of the public hearing. The Treasurer is authorized to sign and submit the tax budget to the County Auditor in compliance with their requirements ~~prior to January 20th~~.

Legal	R.C. 9.34, 3315.07, 5705.08, 5705.30

Last Modified by Jana Arlinghaus on April 5, 2018

OLENTANGY | LOCAL SCHOOLS

Book	Policy Manual
Section	Revised-District Requested Policy
Title	PROCUREMENT - FEDERAL GRANTS/FUNDS
Number	po6325 *ja* District Requested Replacement (from V35, N2)
Status	Ready for Board Review
Adopted	April 28, 2016

6325 - **PROCUREMENT - FEDERAL GRANTS/FUNDS**

Procurement of all supplies, materials, equipment, and services paid for from Federal funds or District matching funds shall be made in accordance with all applicable Federal, State, and local statutes and/or regulations, the terms and conditions of the Federal grant, Board of Education policies, and administrative procedures.

The Superintendent shall maintain a procurement and contract administration system in accordance with the USDOE requirements (2 CFR 200.317-.326) for the administration and management of Federal grants and Federally-funded programs. The District shall maintain a contract administration system that requires contractors to perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. Except as otherwise noted, procurement transactions shall conform to the provisions of the District's documented general purchasing Policy 6320 and AG 6320.

All District employees, officers, and agents who have purchasing authority shall abide by the standards of conduct covering conflicts of interest and governing the actions of its employees, officers, and agents engaged in the selection, award, and administration of contracts as established in Policy 1130, Policy 3110 and Policy 4110 - Conflict of Interest.

The District will avoid acquisition of unnecessary or duplicative items. Additionally, consideration shall be given to consolidating or breaking out procurements to obtain a more economical purchase. And, where appropriate, an analysis shall be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach. These considerations are given as part of the process to determine the allowability of each purchase made with Federal funds.

To foster greater economy and efficiency, the District may enter into State and local intergovernmental agreements where appropriate for procurement or use of common or shared goods and services.

Competition

All procurement transactions shall be conducted in a manner that encourages full and open competition and that is in accordance with good administrative practice and sound business judgement. In order to promote objective contractor performance and eliminate unfair competitive advantage, the District shall exclude any contractor that has developed or drafted specifications, requirements, statements of work, or invitations for bids or requests for proposals from competition for such procurements.

Some of the situations considered to be restrictive of competition include, but are not limited to, the following:

A. unreasonable requirements on firms in order for them to qualify to do business

B. unnecessary experience and excessive bonding requirements

C. noncompetitive contracts to consultants that are on retainer contracts

D. organizational conflicts of interest

E. specification of only a "brand name" product instead of allowing for an "or equal" product to be offered and describing the performance or other relevant requirements of the procurement

F. any arbitrary action in the procurement process

Further, the District does not use statutorily or administratively imposed State, local, or tribal geographical preferences in the

evaluation of bids or proposals, unless 1) an applicable Federal statute expressly mandates or encourages a geographic preference; or 2) the District is contracting for architectural and engineering services, in which case geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

To the extent that the District uses a pre-qualified list of persons, firms or products to acquire goods and services, the pre-qualified list includes enough qualified sources as to ensure maximum open and free competition. The District allows vendors to apply for consideration to be placed on the list periodically **[insert frequency. see Drafting Note]**.

[Drafting Note: The District shall allow vendors not on the pre-qualified list to apply for placement on the list periodically. The District may determine how frequently the pre-qualified list becomes open for new vendors or whether it is open continuously.]

Soliciatiaotn Language

The District shall require that all solicitations incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description shall not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, shall set forth those minimum essential characteristics and standards to which it shall conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible.
The Board will not approve any expenditure for an unauthorized purchase or contract.

When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which shall be met by offers shall be clearly stated; and identify all requirements which the offerors shall fulfill and all other factors to be used in evaluating bids or proposals.

Procurement Methods

The District shall utilize the following methods of procurement:

A. **(x)** Micro-purchases

Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed $ 3,500 **[not to exceed $3,500]**. To the extent practicable, the District shall distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be made without soliciting competitive quotations if the Superintendent considers the price to be reasonable. The District maintains evidence of this reasonableness in the records of all purchases made by this method.

B. **(x)** Small Purchases

Small purchase procedures provide for relatively simple and informal procurement methods for securing services, supplies, and other property that does not exceed the competitive bid threshold of $ 50,000. Small purchase procedures require that price or rate quotations shall be obtained from **( )** _____ **(x)** an adequate number of qualified sources.

C. **(x)** Sealed Bids

Sealed, competitive bids shall be obtained when the purchase of, and contract for, single items of supplies, materials, or equipment which amounts to ~~$25,000~~$50,000 and when the Board determines to build, repair, enlarge, improve, or demolish a school building/facility the cost of which will exceed ~~$25,000~~$50,000.

In order for sealed bidding to be feasible, the following conditions shall be present:

1. a complete, adequate, and realistic specification or purchase description is available;
2. two (2) or more responsible bidders are willing and able to compete effectively for the business; and
3. the procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

When sealed bids are used, the following requirements apply:

1. Bids shall be solicited in accordance with the provisions of State law and Policy 6320. Bids shall be solicited from **( )** _____ **(x)** an adequate number of qualified suppliers, providing sufficient response time prior to the date set for the opening of bids. The invitation to bid shall be publicly advertised.

2. The invitation for bids will include product/contract specifications and pertinent attachments and shall define the items and/or services required in order for the bidder to properly respond.

3. All bids will be opened at the time and place prescribed in the invitation for bids; bids will be opened publicly.

4. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs shall be considered in determining which bid is lowest. Payment discounts may only be used to determine the low bid when prior experience indicates that such discounts are usually taken.

5. The Board reserves the right to reject any or all bids for sound documented reason.

D. **(x)** Competitive Proposals

Procurement by competitive proposal, normally conducted with more than one source submitting an offer, is generally used when conditions are not appropriate for the use of sealed bids or in the case of a recognized exception to the sealed bid method. **[Drafting Note: Like sealed bids, Federal law does not require a competitive proposal unless the procurement is for over $150,000. The State/District may set a lower threshold for sealed bids and competitive proposals. Ohio law requires sealed bids for a purchase of ~~$25,000~~ $50,000 or more (see Policy 6320).]**

If this method is used, the following requirements apply:

1. Requests for proposals shall be publicized and identify all evaluation factors and their relative importance. Any response to the publicized requests for proposals shall be considered to the maximum extent practical.

2. Proposals shall be solicited from an **( )** _____ **(x)** adequate number of sources.

3. The District shall use its written method for conducting technical evaluations of the proposals received and for selecting recipients.

4. Contracts shall be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.

   The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

E. **(x)** Noncompetitive Proposals

Procurement by noncompetitive proposals allows for solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

1. the item is available only from a single source

2. the public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation

3. the Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District

4. after solicitation of a number of sources, competition is determined to be inadequate

Contract/Price Analysis

The District shall perform a cost or price analysis in connection with every procurement action in excess of $150,000, including contract modifications. A cost analysis generally means evaluating the separate cost elements that make up the total price, while a price analysis means evaluating the total price, without looking at the individual cost elements.

The method and degree of analysis is dependent on the facts surrounding the particular procurement situation; however, the District shall come to an independent estimate prior to receiving bids or proposals.

When performing a cost analysis, the District shall negotiate profit as a separate element of the price. To establish a fair and reasonable profit, consideration is given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

Time and Materials Contracts

The District uses a time and materials type contract only 1) after a determination that no other contract is suitable; and 2) if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to the District is the sum of the actual costs of materials, and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, the District sets a ceiling price for each contract that the contractor exceeds at its own risk. Further, the District shall assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

Suspension and Debarment

The District will award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of the proposed procurement. All purchasing decisions shall be made in the best interests of the District and shall seek to obtain the maximum value for each dollar expended. When making a purchasing decision, the District shall consider such factors as 1) contractor integrity; 2) compliance with public policy; 3) record of past performance; and 4) financial and technical resources.

The Superintendent shall have the authority to suspend or debar a person/corporation, for cause, from consideration or award of further contracts. The District is subject to and shall abide by the nonprocurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR Part 180.

Suspension is an action taken by the District that immediately prohibits a person from participating in covered transactions and transactions covered under the Federal Acquisition Regulation (48 CFR chapter 1) for a temporary period, pending completion of an agency investigation and any judicial or administrative proceedings that may ensue. A person so excluded is suspended. (2 CFR Part 180 Subpart G)

Debarment is an action taken by the Superintendent to exclude a person from participating in covered transactions and transactions covered under the Federal Acquisition Regulation (48 CFR chapter 1). A person so excluded is debarred. (2 CFR Part 180 Subpart H)

The District shall not subcontract with or award subgrants to any person or company who is debarred or suspended. For contracts over $25,000, the District shall confirm that the vendor is not debarred or suspended by either checking the Federal government's System for Award Management, which maintains a list of such debarred or suspended vendors at www.sam.gov; collecting a certification from the vendor; or adding a clause or condition to the covered transaction with that vendor. (2 CFR Part 180 Subpart C)

Bid Protest

The District maintains the following protest procedures to handle and resolve disputes relating to procurements and, in all instances, discloses information regarding the protest to the awarding agency.

A bidder who wishes to file a bid protest shall file such notice and follow procedures prescribed by the Request For Proposals (RFPs) or the individual bid specifications package, for resolution. Bid protests shall be filed in writing with the Superintendent within seventy-two (72) hours of the opening of the bids in protest.

Within five (5) days of receipt of a protest, the Superintendent shall review the protest as submitted and render a decision regarding the merits of the protest and any impact on the acceptance and rejection of bids submitted. Notice of the filing of a bid protest shall be communicated to the Board and shall be so noted in any subsequent recommendation for the acceptance of bids and awarding of contracts.

Failure to file a notice of intent to protest, or failure to file a formal written protest within the time prescribed, shall constitute a waiver of proceedings.

Maintenance of Procurement Records

The District maintains records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price (including a cost or price analysis).

Effective with July 1, 2018 fiscal year, the district will comply with the federal procurement standards established through the Uniform Guidance Accounting Standards, taking advantage of the one year grace period.

© Neola ~~2016~~2018

Legal 2 C.F.R. 200.317 - .326

Last Modified by Jana Arlinghaus on May 15, 2018

Book	Policy Manual
Section	Revised-District Requested Policy
Title	TRANSPORTATION
Number	po8600 *ja* District Requested Revision
Status	Ready for Board Review
Adopted	October 23, 2012

8600 - **TRANSPORTATION**

It is the policy of the Board of Education to provide transportation for those students whose distance from their school makes this service necessary within the limitations established by State law. Such laws and rules shall govern any question not covered by this policy.

School buses shall be purchased, housed, and maintained by the Board for the transportation of resident students between their home areas and the schools of the District to which they are assigned or to their nonpublic or community schools. The Superintendent may substitute smaller buses for reasons of economy or efficiency of operation.

Transportation of eligible vocational or special education children between their home areas and schools outside the District shall be arranged through the use of Board-owned vehicles, through cooperation with other districts, through commercial carriers, and/or by other means in the most efficient and economical manner. The governing authority of a community school shall provide or arrange for transportation free of charge for any eligible special education student enrolled in the community school for whom the student's individualized education program specifies transportation.

Students who are approved for intra-District transfer requests are not provided routine transportation by board owned vehicles.

Transportation to and from school shall be provided for each district student residing ~~in the District and attending a State-chartered nonpublic school that is located within the thirty (30) minute travel limitation established by State law on the same basis as established for resident students as set forth above. Chartered nonpublic school students who are transported by the Board may be assigned to ride on buses upon which resident students are also assigned.~~ more than one (1) mile from the assigned school. In cases where the school is located in an area that is difficult to access due to lack of sidewalks, posted speed limits above 25 miles per hour or hazards identified by the administration, transportation will be provided. Entire subdivisions adjacent to schools marginally beyond one (1) mile with adequate walk paths may not be eligible for transportation.

Students attending a state-chartered nonpublic school that is located outside of the thirty (30) minute travel limitation established by State law are not eligible for transportation services. Eligible nonpublic school students who are transported by the Board may be assigned to ride on buses upon which resident students are also assigned.

Furthermore, transportation to and from school shall be provided for each native student (i.e., student entitled to attend school in the District under R.C. 3313.64 or R.C. 3313.65) attending an approved community school. However, if that community school is located outside the District, transportation will only be provided consistent with the thirty (30) minute travel limitation established by State law. Native students attending an approved community school located within the District will be provided transportation on the same basis as established for resident students set forth above. Students transported to an approved community school may be assigned to ride on buses upon which resident students are also assigned.

Transportation of eligible nonpublic or community school children between their home areas and schools shall be arranged through the use of District-owned vehicles, through cooperation with other districts, through commercial carriers, and/or by other means in the most efficient and economical manner. However, if the Board determines that said transportation is impracticable, then the parent(s) shall be provided payment-in-lieu of transportation at the amount established by State law, unless otherwise directed by action of the State Board of Education.

The Board will not be required to provide transportation for any native student enrolled in a community school if the Board has entered into an agreement with the governing authority of the community school that designates the community school as responsible for providing or arranging the transportation of the District's native students to and from the community school and is certified by the State Board of Education as having met certain requirements established by State law. The governing authority of a community school must provide or arrange for transportation in a manner that is comparable to the transportation that the District

provides or arranges for its native students of the same grade level and distance from school who are enrolled in the District. Also, the governing authority must provide or arrange for the transportation under such agreement free of charge for each of its enrolled students who are eligible to be transported in accordance with R.C. 3327.01 or who would otherwise be transported by the District under the District's transportation policy. If the Board enters into an agreement with the governing authority regarding the transportation of the District's native students, the State Board of Education shall make payments to the community school in accordance with the terms of the agreement for each student actually transported.

Likewise, the Board will not be responsible for providing transportation for any native student enrolled in an approved community school if the governing authority of the community school submits a written notification to the Board, by a date prescribed by the State Board of Education, stating that the governing authority will accept responsibility for providing or arranging for the transportation of the District's native students to and from the community school. The governing authority's unilateral acceptance of the responsibility to provide transportation must cover the entire school year, and shall remain in effect for subsequent school years unless the governing authority submits written notification to the Board relinquishing the transportation responsibility. However, the governing authority

cannot relinquish the transportation responsibility before the end of the school year, and shall submit such notice by a date prescribed by the State Board of Education in order to allow the District a reasonable period of time to prepare for the transportation of its native students enrolled in the community school. If the governing authority unilaterally accepts the transportation responsibility, the State Board of Education shall make payments to the community school for each student actually transported calculated in accordance with existing State law governing the calculation of transportation payments to the District from the State and any rules implemented by the State Board of Education and that otherwise would be paid to the District.

Bus routes shall be established so that an authorized bus stop is available within reasonable walking distance of the home of every transported resident student. The Board shall approve the bus routes annually. The Superintendent is authorized to make any necessary changes in the approved route and shall inform the Board at the next regular meeting.

The Board authorizes the installation and use of video recording devices in the school buses to assist the drivers in providing for the safety and well-being of the students while on a bus.

Students who reside within the Olentangy Local School District will not be transported to or from daycare or care provider facilities. Under certain circumstances, regulations adopted by the State Board of Education and the Ohio revised code (ORC) require transportation be provided. In these limited cases, transportation will be provided.

Students meeting the Federal definition of "homeless" will be transported from their temporary place of residence to their school of assignment, at the request of the parent, guardian or unaccompanied minor, to the same extent as all other students of the District and consistent with this Policy. If the homeless student’s temporary residence is located outside the boundaries of the District, the Liaison for Homeless Children will coordinate with the Director of Transportation to contact the district in which the student temporarily resides to arrange for joint transportation of the student and to seek inter-district agreement on a method for apportioning the cost of such joint transportation. In no event will a homeless student be denied enrollment based on issues related to student transportation.

In the absence of the Superintendent and Director of Transportation, the transportation supervisors shall collaborate and make necessary decisions regarding transportation.

The Superintendent shall be responsible for developing and implementing appropriate administrative guidelines for this policy.

© Neola ~~2011~~2018

Legal R.C. 3313.66, 3314.09, 3314. 091, 3319.41, 3327.01 et seq., 4511.01 (F)
R.C. 4511.75 et seq.
A.C. 3301-51-10, 3301-83-01 et seq., 3301-83-08
42 U.S.C. 11431 et seq.

Last Modified by Jana Arlinghaus on April 24, 2018

Book	Policy Manual
Section	Revisions- Phase IV TECH UPDATE January 2018
Title	LENDING OF BOARD-OWNED EQUIPMENT
Number	po7530 Revision * ja*
Status	Ready for Board Review
Adopted	October 23, 2012

7530 - **LENDING OF BOARD-OWNED EQUIPMENT**

No item of Board-owned equipment shall be loaned for non-~~district~~ school use off District ~~school~~ property. If equipment is required for the use of those granted permission to use District facilities, it may be loaned in accordance with Board of Education policy on the use of school facilities.

The Board may lend specific items of equipment on the written request of the user and approval granted by the Superintendent.

The user of Board-owned equipment shall be fully liable for any damage or loss occurring to the equipment during the period of its use, and shall be responsible for its safe return. The use of Board-owned equipment off District ~~school~~ property is subject to the same rules and conditions of use that are in effect when the equipment is used on District ~~school~~ property.

District equipment may be removed from District property by students or staff members and/or Board members only when such equipment is necessary to accomplish tasks arising from their school or job responsibilities. The consent of the principal or designee and/or Superintendent is required for such removal.

Individuals authorized to use Board-owned equipment off District ~~school~~ property ~~may not allow~~ are prohibited from allowing anyone else to use the equipment (e.g., spouses, children, relatives, friends, etc. may not use Board-owned equipment, which is approved ~~sanctioned~~ for use by a specific person).

A Board employee may use authorized Board-owned ~~technology~~ Technology Resources ~~including cellular telephones, laptop computers, and other technology devices~~ for school use off of school property. Technology ~~devices owned by the Board~~ Resources (as defined in Bylaw 0100)may contain personally identifiable information ("PII") about ~~District~~ students and/or staff. Federal and State laws prohibiting disclosure of such PII ~~personally identifiable information~~ apply to electronic records stored on ~~technology devices~~ District Technology Resources. Board employees must ~~are advised to~~ exercise caution when ~~transferring~~ saving/uploading/storing PII on mobile/portable storage devices (e.g., external hard drives, CDs/DVDs, USB thumb/flash drives, etc.), including mandatory encryption of the device, and when accessing PII that is stored on the District's network or contracted cloud-storage ~~personally identifiable information onto disks, flash drives, and other technology devices~~. A Board employee who loses or misuses student or staff PII ~~personally identifiable information~~ will be subject to disciplinary action. ~~as determined by the Board~~

Personal use of Board-owned equipment or facilities by staff or students will be in accordance with the Superintendent's administrative guidelines.

Removal of Board-owned equipment from District property for personal use is prohibited by staff or students.

© Neola 2018 ~~2007~~

Last Modified by Jana Arlinghaus on April 5, 2018

Book	Policy Manual
Section	Revisions- Phase IV TECH UPDATE January 2018
Title	STAFF USE OF PERSONAL COMMUNICATION DEVICES
Number	po7530.02 Revision*ja*
Status	Ready for Board Review
Adopted	October 23, 2012

7530.02 - **STAFF USE OF PERSONAL COMMUNICATION DEVICES**

Use of personal communication devices ("PCDs") (as defined in Bylaw 0100) has become pervasive in the workplace. For purposes of this policy, "personal communication device" includes computers, tablets (e.g., iPad-like ~~s and similar~~ devices), electronic readers ("e-readers"; e.g., Kindle-like ~~s and similar~~ devices), cell phones ~~(e.g., mobile/cellular telephones, smartphones~~ (e.g., ~~BlackBerry,~~ iPhones, Android devices, Windows Mobile devices, etc)~~.~~., and/or other web-enabled devices of any type. Whether the PCD is Board-owned and assigned to a specific employee, or personally-owned by the employee (regardless of whether the Board pays the employee an allowance for his/her use of the device, the Board reimburses the employee on a per use basis for their business-related use of his/her PCD, or the employee receives no remuneration for his/her use of a personally-owned PCD), the employee is responsible for using the device in a safe and appropriate manner.

Safe and Appropriate Use of Personal Communication Devices, Including Cell Phones/Smartphones

Employees whose job responsibilities include regular or occasional driving and who use a PCD for business use are expected to refrain from using their device while driving. Safety must come before all other concerns. Regardless of the circumstances, including slow or stopped traffic, employees are strongly encouraged to pull off to the side of the road and safely stop the vehicle before placing or accepting a call. Reading or sending a text message, instant message or e-mail, or browsing the Internet using a PCD while driving is strictly prohibited. If acceptance of a call is unavoidable and pulling over is not an option, employees are expected to keep the call short, use hands-free options (e.g., headsets or voice activation) if available, refrain from the discussion of complicated or emotional topics, and keep their eyes on the road. Special care should be taken in situations where there is traffic, inclement weather, or the employee is driving in an unfamiliar area. In the interest of safety for both Board employees and other drivers, employees are required to comply with all applicable laws while driving (including any laws that prohibit texting or using a cell phone or other PCD while driving).

Using a cell phone or other PCD while operating a vehicle is strongly discouraged. Employees should plan their work accordingly so that calls are placed, text messages/instant messages/e-mails read and/or sent, GPS-navigation destination set/modified, and/or the Internet browsed either prior to traveling or while on rest breaks. In the interest of safety for both Board employees and other drivers, employees are required to comply with all applicable laws while driving (including any laws that prohibit texting or using a cell phone or other PCD while driving).

Employees may not use a PCD in a way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed or intimidated.

Duty to Maintain Confidentiality of Student Personally Identifiable Information - Public and Student Record Requirements

Employees are subject to all applicable policies and guidelines pertaining to protection of the security, integrity and availability of the data stored on their PCDs.

Cellular and wireless communications, including calls, text messages, instant messages, and e-mails sent from PCDs, may not be secure. Therefore, employees should use discretion in relaying confidential information, particularly as it relates to students.

Additionally, cellular/wireless communications, including text messages, instant messages and e-mails sent and/or received by a public employee or school official using his/her PCD may constitute public records if the content of the message concerns District business, or an education record if the content includes personally identifiable information about a student. Cellular/wireless communications that are public records are subject to retention and disclosure, upon request, in accordance with Policy 8310 – Public Records. Cellular/wireless communications that are student records should be maintained pursuant to Policy 8330 – Students Records. Finally, cellular/wireless communications and other electronically stored information (ESI) stored on the staff member's

PCD may be subject to a Litigation Hold pursuant to Policy 8315 – Information Management. Staff are required to comply with District requests to produce copies of cellular/wireless communications in their possession that are either public records or education records, or that constitute ESI that is subject to a Litigation Hold.

At the conclusion of an individual's employment (whether through resignation, nonrenewal, or termination), the employee is responsible for informing the Superintendent or his/her designee of all public records, student records and ESI subject to a Litigation Hold that is maintained on the employee's Board-owned PCD. The District's IT department/staff will then transfer the records/ESI to an alternative storage device.

If the employee also utilized a personally-owned PCD for work-related communications, and the device contains public records, students records and/or ESI subject to a Litigation Hold, the employee must transfer the records/ESI to the District's custody (e.g., server, alternative storage device) prior to the conclusion of his/her employment. The District's IT department/staff is available to assist in this process. Once all public records, student records and ESI subject to a Litigation Hold are transferred to the District's custody, the employee is required to delete the records/ESI from his/her personally-owned PCD. The employee will be required to sign a document confirming that all such records/information has been transferred to the District's custody and deleted from his/her personally–owned PCD before the Board will issue any final compensation that is owed to the employee.

If a PCD is lost, stolen hacked or otherwise subjected to unauthorized access, the employee must immediately notify the Superintendent so a determination can be made as to whether any public records, students records and/or ESI subject to a Litigation Hold has been compromised and/or lost. The Superintendent shall determine whether any security breach notification laws may have application to the situation. Appropriate notifications will be sent unless the records/information stored on the PCD was encrypted.

The Board prohibits employees from maintaining the following types of records and/or information on their PCDs:

A. social security numbers

B. driver's license numbers

C. credit and debit card information

D. financial account numbers

E. student personally identifiable information

F. information required to be kept confidential pursuant to the Americans with Disabilities Act (ADA)

G. personal health information as defined by the Health Insurance Portability and Accountability Act (HIPAA)

It is required that employees lock and password protect their PCDs when not in use.

Employees are responsible for making sure no third parties (including family members) have access to records and/or information, which is maintained on a PCD in their possession, that is confidential, privileged or otherwise protected by State and/or Federal law.

Privacy Issues

Except in emergency situations or as otherwise authorized by the Superintendent or as necessary to fulfill their job responsibilities, employees are prohibited from using PCDs to capture, record and/or transmit the words or sounds (i.e., audio) and/or images (i.e., pictures/video) of any student, staff member or other person in the school or while attending a school-related activity. Using a PCD to capture, record and/or transmit audio and/or pictures/video of an individual without proper consent is considered an invasion of privacy and is not permitted.

PCDs, including but not limited to those with cameras, may not be activated or utilized at any time in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include, but are not limited to, classrooms, gymnasiums, locker rooms, shower facilities, rest/bathrooms, and any other areas where students or others may change clothes or be in any stage or degree of disrobing or changing clothes. The Superintendent and building principals are authorized to determine other specific locations and situations where use of a PCD is absolutely prohibited.

Personal Use of PCDs While at Work

During work hours personal communications made or received, regardless of whether on a PCD or a regular telephone or network computer, can interfere with employee productivity and distract others. Employees are expected to use discretion in using

PCDs while at work for personal business. Employees are asked to limit personal communications to breaks and lunch periods, and to inform friends and family members of the Board's policy in this regard.

Board employees may carry PCDs with them while at work including while operating Board equipment, but are subject to the following restrictions:

A. Excessive use of a PCD for personal business during work hours is considered outside the employee's scope of employment and may result in disciplinary action.

B. Employees are personally and solely responsible for the care and security of their personally-owned PCDs. The Board assumes no responsibility for theft, loss, or damage to, or misuse or unauthorized use of, personally- owned PCDs brought onto its property, or the unauthorized use of such devices.

Potential Disciplinary Action

Violation of this policy may constitute just cause for disciplinary action up to and including termination. Use of a PCD in any manner contrary to local, State or Federal laws may also result in disciplinary action up to and including termination.

© Neola 2018 ~~2012~~

Legal R.C. 4511.204

Last Modified by Jana Arlinghaus on April 5, 2018

Book	Policy Manual
Section	Revisions- Phase IV TECH UPDATE January 2018
Title	NETWORK ACCESS FROM PERSONALLY-OWNED COMPUTERS AND/OR OTHER WEB- ENABLED DEVICES
Number	po7542 Replacement *ja*
Status	Ready for Board Review
Adopted	October 23, 2012

~~7542 - **NETWORK ACCESS FROM PERSONALLY-OWNED COMPUTERS AND/OR OTHER WEB- ENABLED DEVICES**~~
~~Board members, District employees, students, as well as contractors, vendors, and agents, of the District may use their personal computers or web-enabled devices of any type to access the open wireless network while they are on-site at any District facility, and web-enabled devices meet the established standards for equipment used to access said server and network, and the individual granted access complies, without exception, with the established standards for appropriate use of the District's server and network.~~

~~Connecting to the open wireless network shall be in accordance with standards established by the District. Access to the standards for connecting to the open wireless network using a personal computer or web-enabled device of any sort shall be provided upon request for all to whom this policy applies.~~
~~Establishment, and subsequent enforcement, of the standards is intended to minimize the District's potential exposure to damages, including, but not limited to, the loss of sensitive District data, illegal access to confidential data, damage to the District's intellectual property, damage to the District's public image, and damage to the District's critical internal systems, from unauthorized use.~~

~~Any Board member, employee, student, contractor, vendor, or agent of the District who violates the established standards, who violates the District's Acceptable Use policy, or who accesses the server and network without authorization may be subject to disciplinary action, up to and including expulsion, if a student, termination of employment if a District employee, denial of access if a Board member, or cancellation of the contract with the District if a contractor, vendor or agent. Further, the Board member, employee, student, contractor, vendor, or agent of the District who violates the established standards or who violates the District's Acceptable Use policy may be denied access to the District's server and network in the future.~~

7542 - **ACCESS TO DISTRICT TECHNOLOGY RESOURCES AND/OR INFORMATION RESOURCES FROM PERSONAL COMMUNICATION DEVICES**
For purposes of this policy, "personal communication device" (PCD) includes computers, tablets (e.g., iPad-like devices), electronic readers ("e-readers"; e.g., Kindle-like devices), cell phones, smartphones (e.g., iPhones, Android devices, Windows Mobile devices, etc.), ( ) telephone paging devices (e.g., beepers or pagers), [NOTE: END OF OPTION] and/or other web-enabled devices of any type.

[x] The Board of Education provides both a guest network and business network. The business network is a secure network for the conduct of official District business. Access to the business network requires prior approval and authorization by the District. The guest network is a CIPA-compliant non-secured network provided for use by students, parents, and other visitors while on school property. Only Board-approved communication devices and authorized users may access the business network. Any non-Board-approved communication devices or non-authorized users must be pre-approved by the Superintendent.

[ ] [OPTION #1]

The Board of Education prohibits individuals from using their PCDs to access District Technology and/or Information Resources (as defined in Bylaw 0100) while on-site at a District facility.

[ ] Exceptions to this policy must be approved in advance, in writing, by the Superintendent.

[END OF OPTION #1]

[X] [OPTION #2]

The Board of Education permits
(X) employees,
(X) students,

(X) Board members,
( ) guests,
( ) , as well as
( ) contractors,
( ) vendors,
( ) agents,

to use their "PCDs" to wirelessly access the District's Technology and/or Information Resources (as defined in Bylaw 0100) while they are on-site at any District facility. **(X)** Access to the business/guest network shall require authentication.

[X] A user is not permitted to access the District's Technology and/or Information Resources through a hard-wired connection with a PCD. Exceptions are possible with approval from the Director of Technology.

The Director of Technology **(x)** is charged with developing or, **( )** is directed to develop the necessary standards for connecting PCDs to the District's Technology and Information Resources. The standards shall be available upon request.

The standards shall be designed and enforced to minimize the Board's exposure to damages, including, but not limited to, the loss of Confidential Data/Information, illegal access to Confidential Data/Information damage to the District's intellectual property, damage to the District's public image/reputation, and damage to the District's critical internal systems, from unauthorized use.

The use of PCDs must be consistent with the established standards for appropriate use as defined in Policy 7540.03 and AG 7540.03 - Student Technology Acceptable Use and Safety, Policy 7540.04 and AG 7540.04 - Staff Technology Acceptable Use and Safety, Policy 5136 and AG 5136 - Personal Communication Devices, Policy 7530.02 - Staff Use of Personal Communication Devices. When an individual connects to and uses the District's Technology and/or Information Resources, s/he must agree to abide by all applicable policies, administrative guidelines and laws (e.g., the user will be presented with a "splash screen" that will set forth the terms and conditions under which s/he will be able to access the District's Technology and/or Information Resource(s) the user will need to accept the stated terms and conditions before being provided with access to the specified technology resource(s)).

In order to comply with the Children's Internet Protection Act ("CIPA"), the Board has implemented technology protection measures that protect against (e.g., filter or block") access to visual displays/depictions/materials that are obscene, constitute child pornography, and/or are harmful to minors. The Board also utilizes software and/or hardware to monitor online activity to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors.

Any user who violates the established standards and/or the Board's Acceptable Use policy, or who accesses the District's Technology and/Information Resources without authorization may be prospectively denied access to the District's Technology and/or Information Resources. If the violation is committed by a contractor, vendor or agent of the District, the contract may be subject to cancellation. Further disciplinary action may be taken if the violation is committed by a student or employee.

The owner of a PCD bears all responsibility and assumes all risk of theft, loss, or damage to, or misuse or unauthorized use of the device while it is on Board property. This provision applies to everyone, regardless of their affiliation or connection to the District.

[END OF OPTION #2]

© Neola 2018

~~**2009**~~

Last Modified by Jana Arlinghaus on April 5, 2018

Book	Policy Manual
Section	Revisions- Phase IV TECH UPDATE January 2018
Title	UTILIZATION OF THE DISTRICT'S WEBSITE AND REMOTE ACCESS TO THE DISTRICT'S NETWORK
Number	po7543 REPLACEMENT *ja*
Status	Ready for Board Review
Adopted	October 23, 2012

7543 - **UTILIZATION OF THE DISTRICT'S WEBSITE AND REMOTE ACCESS TO THE DISTRICT'S NETWORK**
Parents, students, staff/employees and community members are encouraged to aAccess ~~to~~ the District's ~~W~~website. ~~(_____) is encouraged.~~
The following resources areshall ~~be~~ available on the District's website:

A. (x) links to school websites

B. (x) School/District Departments

C. **(x)** the District's calendar ~~of events~~

D. **(x)** (gradebook program)

E. **(x)** (required State report)

F. **(x)** Board agendas and minutes

G. information concerning the District's Anti-Discrimination Policies and Procedures, including Section 504/ADA complaint procedures

H. summary of all reported bullying incidents (updated twice a year)

I. required Forms

J. employment and volunteer opportunities

K. resources for additional information during an crisis/emergency situation

L. contact information

M. _____ **[e.g., School Choice Options]**

N. **( )** _____

~~The Board encourages employees, p~~Parents, students, employees and community members should ~~to~~ check the District's website regularly for changes to these resources and for the addition of other resources. Some resources may require a user name and password, or a login procedure due to the personally identifiable nature of the information provided through that resource (e.g., the gradebook program and e-mail system). If a user name and password, or login procedure, is necessary to access a resource, the user should contact the applicable school or department for access.~~information shall be provided on the website explaining who is eligible for a user name and password, how to obtain a user name and password, and detailed instructions concerning the login process.~~

Access to the District Network Through a Server
[NOTE: Please choose one (1) of the following options.]
Option #1
[ ] Board members
[ ] District employees
[ ] Students
( ) , as well as

( ) contractors,
( ) vendors,
( ) agents
of the District, are not permitted to use their personally-owned or District-owned computers or workstations
( ) and/or web-enabled devices of any type
to remotely (i.e. away from District property or facilities) access the District's server and connect to the District's ~~N~~network.
[ ] Any exceptions to this policy must be approved in advance, in writing, by the Superintendent.
[END OF OPTION #1]
Option #2
[x] Board members
[x] District employees
[x] Students
(x) , as well as
(x) contractors,
(x) vendors,
(x) agents
of the District, are permitted to use their personally-owned or District-owned computers or workstations
( ) and/or web-enabled devices of any type
to remotely (i.e. away from District property and facilities) access the District's server and thereby connect to the District's ~~N~~network. This policy is limited to remote access connections that are used to do work on behalf of or for the benefit of the District, including, but not limited to, reading or sending e-mail and reviewing District-provided intranet web resources **(x) and completing assigned coursework**.
Each individual granted remote access privileges pursuant to this policy must adhere to the following standards and regulations:

A. his/her ~~device~~ computer/device must have active on it~~, at the minimum, the~~ an anti-virus program with the latest updates from the manufacturer~~software specified in the District's standards for remote access and connection~~

B. (x) the individual may only access the ~~N~~network using his/her assigned user name and password**.**

   The individual is prohibited from ~~must not~~ allowing other persons, including friends and family members, to use his/her user name and password to log into the ~~N~~network. The user may not go beyond his/her authorized access.

C. **(x)** his/her device may not be connected to any other network at the same time s/he is connected to the ~~N~~network, with the exception of personal networks that are under the complete control of the user

D. ~~the individual may not access non-District e-mail accounts (e.g. Hotmail, Gmail, Yahoo, AOL, and the like) or other external resources while connected to the Network~~

E. **(x)** his/her device may not, at any time while the individual is using remote access to connect to the ~~N~~network, be reconfigured for the purpose of connecting to another (an additional) network~~split tunneling or dual homing~~

F. use of the ~~N~~network, whether connected directly or remotely, is contingent upon the individual abiding by the terms and conditions of the ~~District~~Board's ~~Network and Internet~~ Technology Acceptable Use and Safety policy and guidelines Users may be required to sign the applicable agreement Form (7540.03 F1 or Form 7540.04 F1) prior to being permitted to use remote access.

   [ ] Users are required to sign the applicable agreement form (Form 7540.03 F1 or Form 7540.04 F1) prior to being permitted to use remote access.

Additional standards and regulations for remotely accessing and connecting to the District network shall be developed and published in AG 7543 - Standards and Regulations for Remote Access and Connection.
Any user who violates this policy may be denied remote access and connection privileges.
[END OF OPTION #2]

© Neola 2018

Last Modified by Jana Arlinghaus on April 5, 2018

OLENTANGY LOCAL SCHOOL DISTRICT

DELAWARE COUNTY

Schedule of Revenue, Expenditures and Changes in Fund Balances for
Fiscal Years ended June 30, 2015, 2016 and 2017
Forecasted Fiscal Years ending June 30, 2018 through 2022



Forecast Provided by
Olentangy Local School District
Treasurer's Office
Emily Hatfield, Treasurer/CFO
May 17, 2018

OLENTANGY LOCAL SCHOOL DISTRICT - - DELAWARE COUNTY
Schedule Of Revenue, Expenditures and Changes In Fund Balances
Actual and Forecasted Operating Fund

	ACTUAL			FORECASTED				
	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022
Revenue:								
1.010 - General Property Tax (Real Estate)	124,775,550	129,057,847	140,825,729	162,796,557	152,535,901	161,485,806	165,034,930	168,508,053
1.020 - Public Utility Personal Property	6,038,030	6,894,709	9,133,832	10,980,009	11,397,090	11,625,031	11,857,532	12,094,683
1.030 - Income Tax	-	-	-	-	-	-	-	-
1.035 - Unrestricted Grants-in-Aid	9,975,414	11,525,017	11,477,555	12,588,116	12,908,408	13,519,513	14,160,318	14,791,332
1.040 - Restricted Grants-in-Aid	228,354	235,653	348,360	346,049	232,950	235,488	238,066	238,107
1.045 - Restricted Federal Grants-in-Aid - SFSF	-	-	-	-	-	-	-	-
1.050 - Property Tax Allocation	16,158,401	16,510,061	16,984,415	17,438,562	17,929,413	18,280,008	18,678,983	19,086,122
1.060 - All Other Operating Revenues	21,423,058	22,199,319	24,973,953	26,826,326	27,310,295	27,430,808	27,551,507	27,872,373
1.070 - Total Revenue	178,598,807	186,422,606	203,743,844	230,975,619	222,314,056	232,576,654	237,521,337	242,590,670
Other Financing Sources:								
2.010 - Proceeds from Sale of Notes	-	-	-	-	-	-	-	-
2.020 - State Emergency Loans and Advancements	-	-	-	-	-	-	-	-
2.040 - Operating Transfers-In	-	-	-	-	-	-	-	-
2.050 - Advances-In	-	-	-	-	-	-	-	-
2.060 - All Other Financing Sources	9,923	68,488	81	25,000	25,000	25,000	25,000	25,000
2.070 - Total Other Financing Sources	9,923	68,488	81	25,000	25,000	25,000	25,000	25,000
2.080 - Total Revenues and Other Financing Sources	178,608,730	186,491,094	203,743,925	231,000,619	222,339,056	232,601,654	237,546,337	242,615,670
Expenditures:								
3.010 - Personnel Services	105,278,542	112,862,106	121,213,007	130,503,642	138,911,762	145,464,755	151,601,703	157,265,802
3.020 - Employees' Retirement/Insurance Benefits	40,536,724	43,395,793	47,275,258	51,831,542	56,722,339	62,100,711	67,669,848	73,701,451
3.030 - Purchased Services	12,294,606	12,716,167	13,341,992	14,466,744	16,351,736	16,978,475	17,632,007	18,299,439
3.040 - Supplies and Materials	4,722,245	4,954,566	4,868,203	5,891,489	6,405,444	6,491,074	6,783,173	7,088,416
3.050 - Capital Outlay	480,048	277,608	288,155	481,527	363,650	370,923	378,341	385,908
3.060 - Intergovernmental	-	-	-	-	-	-	-	-
Debt Service:								
4.010 - Principal-All Years	-	-	-	-	-	-	-	-
4.020 - Principal - Notes				-	-	-	-	-
4.030 - Principal - State Loans				-	-	-	-	-
4.040 - Principal - State Advances				-	-	-	-	-
4.050 - Principal - HB264 Loan				-	389,500	794,400	812,900	832,700
4.055 - Principal - Other				-	-	-	-	-
4.060 - Interest and Fiscal Charges - HB264 Loan	-	-	-	64,000	116,800	159,200	140,700	120,900
4.300 - Other Objects	7,423,605	9,106,557	9,928,112	11,409,837	12,148,464	12,735,873	13,355,697	14,009,824
4.500 - Total Expenditures	170,735,770	183,312,797	196,914,728	214,648,780	231,409,695	245,095,412	258,374,369	271,704,440
Other Financing Uses								
5.010 - Operating Transfers-Out	-	-	-	-	-	-	-	-
5.020 - Advances-Out	-	-	-	-	-	-	-	-
5.030 - All Other Financing Uses	-	-	-	-	-	-	-	-
5.040 - Total Other Financing Uses	-	-	-	-	-	-	-	-
5.050 - Total Expenditures and Other Financing Uses	170,735,770	183,312,797	196,914,728	214,648,780	231,409,695	245,095,412	258,374,369	271,704,440
Excess of Rev & Other Financing Uses Over (Under)								
6.010 - Expenditures and Other Financing Uses	7,872,960	3,178,297	6,829,197	16,351,839	(9,070,639)	(12,493,758)	(20,828,032)	(29,088,769)
Cash Balance July 1 - Excluding Proposed Renewal/								
7.010 - Replacement and New Levies	51,214,961	59,087,921	62,266,218	69,095,415	85,447,254	76,376,615	63,882,857	43,054,825
7.020 - Cash Balance June 30	59,087,921	62,266,218	69,095,415	85,447,254	76,376,615	63,882,857	43,054,825	13,966,056
8.010 - Estimated Encumbrances June 30	1,656,186	2,430,269	2,761,684	2,800,000	2,850,000	2,900,000	2,950,000	3,000,000
Reservations of Fund Balance:								
9.010 - Textbooks and Instructional Materials	-	-	-	-	-	-	-	-
9.020 - Capital Improvements	-	-	-	-	-	-	-	-
9.030 - Budget Reserve	-	-	-	-	-	-	-	-
9.040 - DPIA	-	-	-	-	-	-	-	-
9.050 - Debt Service	-	-	-	-	-	-	-	-
9.060 - Property Tax Advances	-	-	-	-	-	-	-	-
9.070 - Bus Purchases	-	-	-	-	-	-	-	-
9.080 - Subtotal	-	-	-	-	-	-	-	-
Fund Balance June 30 for Certification								
10.010 - of Appropriations	57,431,735	59,835,949	66,333,731	82,647,254	73,526,615	60,982,857	40,104,825	10,966,056
Rev from Replacement/Renewal Levies								
11.010 - Income Tax - Renewal				-	-	-	-	-
11.020 - Property Tax - Renewal or Replacement				-	-	-	-	-
11.030 - Cumulative Balance of Replacement/Renewal Lev	-	-	-	-	-	-	-	-
Fund Balance June 30 for Certification								
12.010 - of Contracts, Salary and Other Obligations	57,431,735	59,835,949	66,333,731	82,647,254	73,526,615	60,982,857	40,104,825	10,966,056
Revenue from New Levies								
13.010 - Income Tax - New				-	-	-	-	-
13.020 - Property Tax - New				-	-	-	-	-
13.030 - Cumulative Balance of New Levies	-	-	-	-	-	-	-	-
14.010 - Revenue from Future State Advancements	-	-	-	-	-	-	-	-
15.010 - Unreserved Fund Balance June 30	57,431,735	59,835,949	66,333,731	82,647,254	73,526,615	60,982,857	40,104,825	10,966,056
Days Unreserved Cash on Hand - Based upon 365 days	123	119	123	141	116	91	57	15

Olentangy Local School District
Notes and Assumptions Related to the
May 2018 Five Year Forecast

OVERVIEW

Revenue

The May 2018 forecast includes the impact of House Bill 49, which is the 2017 State budget . Olentangy has been the fastest growing school District in the State for over a decade, yet over that same decade our state basic aid has remained relatively flat. The current State funding formula calculates that Olentangy should receive over $55 million in state basic aid. Unfortunately, HB49 places a cap on funding growth of 5.5% for Fiscal Year (FY) 2018 and 5.8% for FY 2019 (fiscal years run July 1st through June 30th of the following year.) This limits Olentangy's state basic aid increase to approximately $1.2 million over the next two years despite the District's continued student growth. As a result of the HB49 formula and the growth caps, Olentangy's state basic aid per pupil is approximately $575 per pupil, while the state average is closer to $4,680 per pupil. This amount does not adequately fund our student growth year over year. While the District appreciates all funding increases, we will continue to have important discussions with State legislative representatives regarding the insufficient funding of our District. As a consequence of the State funding received, the District continues to rely on local tax revenue to sustain operations. See Unrestricted Grants Note for additional discussion of state basic aid, as well as the Risk Assessment following the notes.

Academic Excellence and Financial Efficiency

The District is continually working to maximize learning for every student, while maintaining fiscal responsibility as evidenced by our cost per pupil continuing to rank near the lowest in central Ohio. At the same time, Olentangy's academic performance index ranks second highest in central Ohio, and the 27th for the entire state. As a continual objective to find more efficient ways to deliver our educational product, District administration is in constant discussion to find ways to moderate expenditure increases, while improving academic performance. Pivotal to the accuracy of this forecast is the ability of the District to accommodate the persistent student growth. The Board passed a resolution in November, for the March 15, 2016 election, a "no new millage" bond issue to fund the construction of a new high school, purchase the Olentangy Academy building, and to provide resources for other facility and technology needs. Additionally, the issue included a 5.9 mill operating levy and 1.0 mill permanent improvement levy. These critical funding items were successful on the March 2016 ballot. To further accommodate student enrollment, the Board entered into a lease agreement allowing the relocation of central office staff to an existing office facility within the District. Space within Shanahan Middle School was restored to classrooms. Assumptions related to the staffing and operations of the additional facilities have been included in this forecast.

General Assumptions

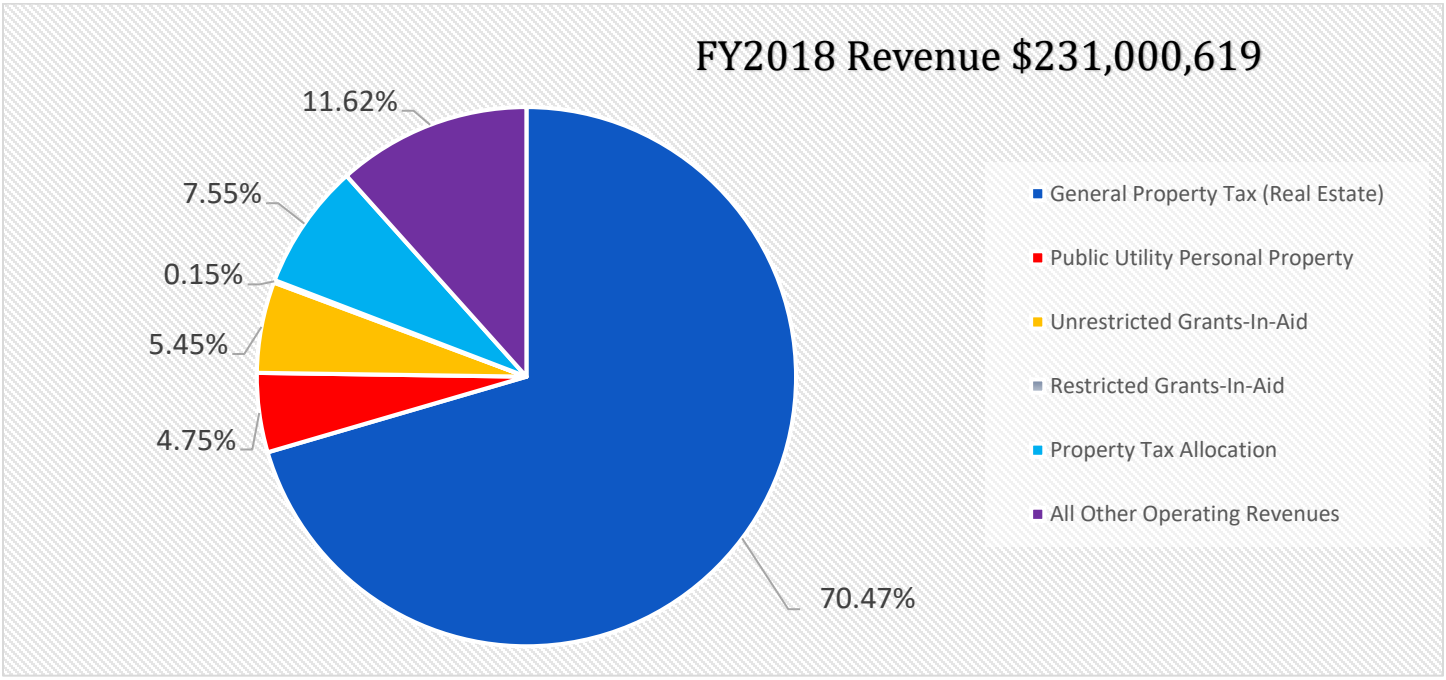
Enrollment numbers are essential for staffing assumptions and the timing of opening new buildings. The District uses the most recent enrollment projections as presented by the Facilities Committee to estimate student population in future years. This most recent plan was presented to and approved by the Board of Education at the November 2017 Board meeting. Growth in enrollment projections demonstrated the need for additional staffing and classroom space. The Board of Education purchased classroom space to accommodate the District's high school STEM initiative, Olentangy Academy. Central office staff has been relocated to leased office space on Graphics Way Drive and office space within Shanahan Middle School has been converted back to classroom usage. Berlin High School remains on schedule to be open for the 2018-2019 school year.

Projected Enrollment	FY2018	FY2019	FY2020	FY2021	FY2022
Preschool	465	478	485	492	498
K-5	9,172	9,365	9,497	9,698	9,863
6-8	5,166	5,077	5,072	5,052	5,169
9-12	6,270	6,598	6,820	6,966	7,000
Total K-12	20,608	21,040	21,389	21,716	22,032

Actual K-12 enrollment is 20,685 as of April 4, 2018.

Staffing Summary	FY2018	FY2019	FY2020	FY2021	FY2022
No. of Buildings	24	25	25	25	25
Certified Staff	1,315	1,371	1,395	1,412	1,424
Classified Staff	792	835	847	857	866
Administrative Staff	97	107	108	108	108
Total	2,204	2,313	2,350	2,377	2,398

REVENUE



Note 1.01 – General Property Tax (Real Estate)

The Delaware County Auditor conducted a reappraisal of existing property values for the triennial update in 2017. The 2017 triennial update and board of revision cases resulted in an 11.4% increase in property valuations. First half collections of 2017 tax revenue occurred in January through March of 2018. The 2017 valuation increase is nearly double historical trends. Historical trends and analysis provide projected valuation percentage changes for the 2020 reappraisal. First half collections of 2020 tax revenue will occur in January and February of 2021.

Due to the effect of HB920, an increase or decrease in valuation will affect our un-voted, or inside, millage. This means that if total valuations increase, revenue from our five (5) inside mills will increase and vice versa if valuations decrease. HB920 causes the District's voted, or outside, millage to adjust so that the District does not receive more or less revenue than the voted mills provided when approved by the voters.

A change in new construction, Board of Revision cases, collection splits, delinquencies, etc. could have a significant dollar impact on the forecast. The first half collection of 2017 taxes, collected in FY2018, were higher than anticipated due to changes in federal tax law. The change in tax law provided significant benefit for taxpayers that paid 2017 real estate taxes in full by December 2017. This change in legislation caused our first half collections to increase by approximately 5% or $6 million. We have reduced our second half collection estimates by the same 5%, which affects fiscal year 2019 revenue. The District estimates a collection rate of approximately 97% based on historical trends. Delinquencies are expected to remain at their current level. The District continues to have conversations with the Delaware County Auditor concerning these matters.

Sales of existing homes and construction of new homes continue to increase. The forecast assumes that growth in new residential and commercial real estate will continue at a gradual rate.

	Collection Year 2018	Collection Year 2019	Collection Year 2020	Collection Year 2021	Collection Year 2022
Residential					
Inflation/Reappraisal/BOR	10.00%	0.00%	0.00%	5.00%	0.00%
New Construction	3.20%	2.00%	2.00%	2.00%	2.00%
Commercial					
Inflation/Reappraisal/BOR	2.00%	0.00%	0.00%	5.00%	0.00%
New Construction	4.00%	1.50%	1.50%	1.50%	1.50%

Based on the above discussion, real estate tax revenue projects as follows:

	FY2018	FY2019	FY2020	FY2021	FY2022
Real Estate Tax Revenue	$ 162,796,557	$ 152,535,901	$ 161,485,806	$ 165,034,930	$ 168,508,053

Note 1.02 – Public Utility Personal Property Tax

Public Utility Personal Property Tax (PUPP) is the tangible personal property used in the operations of a public utility company, such as telephone and electric lines. The District expects to continue collecting this portion of taxes, which is based on voted millage.

	FY2018	FY2019	FY2020	FY2021	FY2022
Personal Property Utility Tax	$ 10,980,009	$ 11,397,090	$ 11,625,031	$ 11,857,532	$ 12,094,683

Note 1.035 - Unrestricted Grants-In-Aid

This forecast will include three state biennial budgets during the remainder of the forecast period, including HB49 for FY2018 and FY2019 as discussed on page one. Annual increases of approximately 5% are estimated in FY2020 through FY2022. Projected increases in the Autism and Jon Peterson Scholarship Deductions from the state have a negative impact on state basic aid. In January 2013, the District began receiving Casino Tax Revenue based on the opening of casinos in Ohio as approved by the State legislature. It is projected that this revenue will continue to be received each January and August. This forecast assumes Casino Tax Revenue of approximately $50 per pupil.

	FY2018	FY2019	FY2020	FY2021	FY2022
State Basic Aid	$ 11,600,384	$ 12,093,673	$ 12,693,123	$ 13,327,005	$ 13,993,917
Spec Ed Preschool and Transportation Funding	$ 1,922,517	$ 1,773,348	$ 1,808,816	$ 1,844,992	$ 1,844,992
Autism and Peterson Scholarship Deductions	$ (1,956,803)	$ (1,997,816)	$ (2,037,172)	$ (2,077,315)	$ (2,118,262)
Casino Tax Revenue	$ 1,022,018	$ 1,039,203	$ 1,054,746	$ 1,065,636	$ 1,070,685
Total State Aid	$ 12,588,116	$ 12,908,408	$ 13,519,513	$ 14,160,318	$ 14,791,332

Note 1.04 – Restricted Grants-In-Aid

Special state funding programs are included in this category such as special education catastrophic aid. The District also receives money from the state to assist in career tech funding.

	FY2018	FY2019	FY2020	FY2021	FY2022
Restricted Grants in Aid	$ 346,049	$ 232,950	$ 235,488	$ 238,066	$ 238,107

Note 1.05 – Property Tax Allocation

The State reimburses tax credits given to owner occupied residences known as homestead/rollback equaling 12.5% of the gross property taxes charged to residential taxpayers and up to 10% for commercial and industrial taxpayers. These amounts will increase and decrease with property valuation fluctuations (discussed in Note 1.01) and the number of residents applying for the credit. Credits will not be given for taxes levied after tax year 2013, thus the District will not receive any homestead and rollback for the 2016 voted millage.

	FY2018	FY2019	FY2020	FY2021	FY2022
Homestead /Rollback	$ 17,438,562	$ 17,929,413	$ 18,280,008	$ 18,678,983	$ 19,086,122

Note 1.06 - All Other Operating Revenues

Included in this category are various items such as tax increment financing payments (TIF's), investment income, facility rentals, pay-to-participate fees, tuition, donations, income tax sharing agreements and other miscellaneous items. A large portion of this revenue is from tax sharing agreements with the City of Westerville which abated several businesses. Due to the size of the abatements, they are required to share tax revenue with the District.

The TIF district areas include JP Morgan Chase, the Polaris Mall, IKEA and most of the commercial property along the Polaris corridor. Changes in TIF valuation and millage rates will affect revenue. Increases in valuation and revenue could be offset by a decrease in valuation caused by various other businesses filing with the County to decrease their respective valuations through the Board of Revision process.

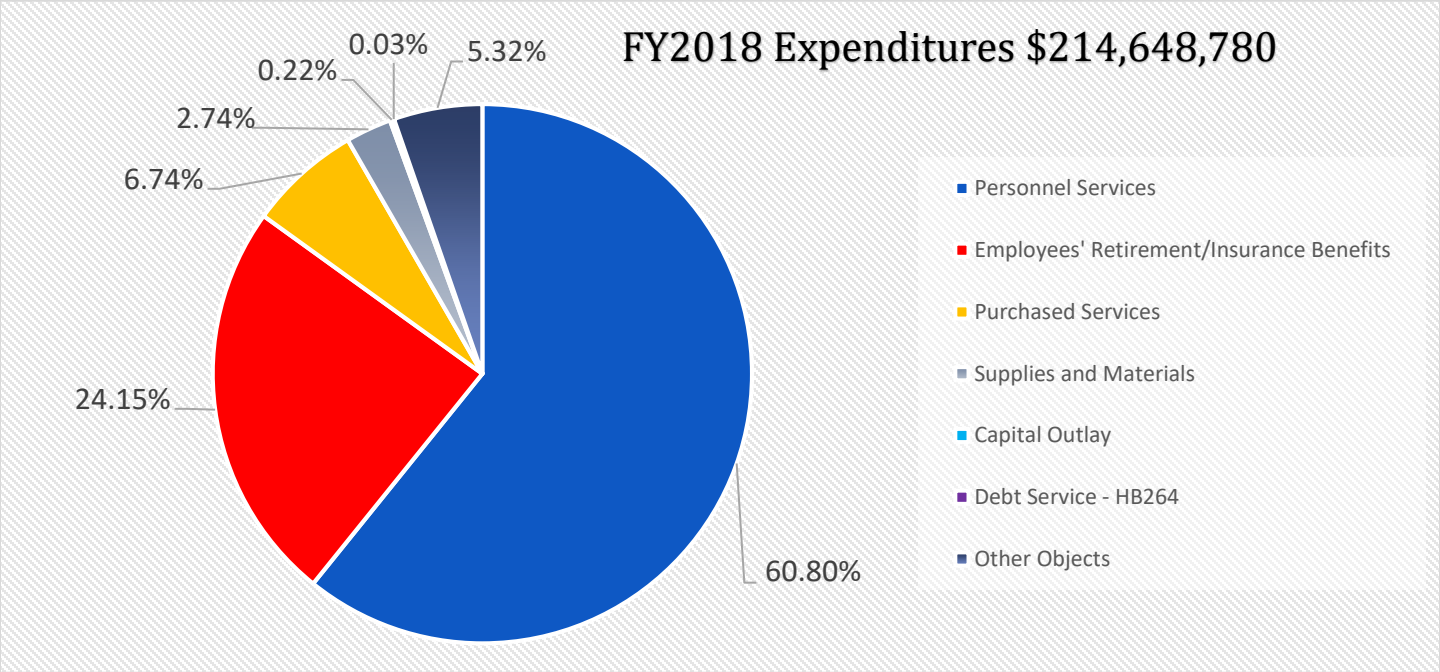
The District began receiving a guaranteed payment from Citicorp in the amount of $453,000 per year beginning in FY2008 as part of a 15 year CRA agreement. As TIF and CRA agreements expire, a loss of revenue in the Other Revenue line will occur, however, that valuation becomes taxable and increases revenue in the General Property Tax line.

	FY2018	FY2019	FY2020	FY2021	FY2022
TIF Tax Revenue	$21,812,978	$22,249,238	$22,471,730	$22,696,447	$22,923,412
Tax Revenue Sharing	$1,482,334	$1,511,981	$1,542,220	$1,573,065	$1,604,526
CRAs	$453,000	$453,000	$453,000	$453,000	$453,000
Other Revenue	$3,078,014	$3,096,076	$2,963,858	$2,828,995	$2,891,435
Total	$26,826,326	$27,310,295	$27,430,808	$27,551,507	$27,872,373

Note 2.07 - Total Other Financing Sources

Included in this category are operating transfers, advances-in, refunds and sales of notes.

EXPENDITURES



Note 3.01 - Personnel Services

The District has three unions: Olentangy Teachers Association (OTA), Ohio Association of Public School Employees (OAPSE) for bus drivers and OAPSE for custodial, maintenance, and field service technicians. Step increases are expected to average 2.7% in FY2018 through FY2022. Current contracts expire June 30, 2018. The OTA agreement included restoring the experience step from FY2013 and a 2.25% one-time payment for those teachers not employed by the District during that fiscal year. The OAPSE agreements included a 2.25% base increase. A base increase of 1% has been included for FY2019 through FY2022.

In addition to base and step increases, certified staff can increase their salaries by increasing their education (i.e. Bachelor's Degree to Master's Degree, etc.). This cost will continue over the years as the number of employees continues to grow.

The District estimates future staffing needs based on student enrollment projections, student needs and the opening of schools. Classroom ratios for hiring purposes are 25:1 at the middle school/high school level and 24:1 at the elementary level. Note that certified staff also includes specialized staff such as intervention specialists, media specialists, guidance counselors, nurses, gifted specialists, literacy support, etc. which decreases the actual classroom ratios. Pupil/Teacher ratios are as follows:

	FY2018			FY2019			FY2020			FY2021			FY2022		
Grade	Cert Staff	Projected Enrollment	Ratio	Cert Staff	Projected Enrollment	Ratio	Cert Staff	Projected Enrollment	Ratio	Cert Staff	Projected Enrollment	Ratio	Cert Staff	Projected Enrollment	Ratio
K-5	592	9,172	15.49	609	9,365	15.38	615	9,497	15.44	625	9,698	15.52	633	9,863	15.58
6-8	354	5,166	14.59	358	5,077	14.18	359	5,072	14.13	361	5,052	13.99	364	5,169	14.20
9-12	369	6,270	16.99	404	6,598	16.33	421	6,820	16.20	426	6,966	16.35	427	7,000	16.39
Total	1,315	20,608	15.67	1,371	21,040	15.35	1,395	21,389	15.33	1,412	21,716	15.38	1,424	22,032	15.47

Attrition savings occur as resigning/retiring staff members are replaced at a lower than average salary, or positions are not replaced at all.

	FY2018	FY2019	FY2020	FY2021	FY2022
Base Wages	$ 121,213,007	$ 129,668,642	$ 138,911,762	$ 145,464,755	$ 151,601,703
Pay/Step Increase	$ 5,333,372	$ 4,437,124	$ 4,723,000	$ 4,945,802	$ 5,154,458
New Staffing/ Attrition/Other	$ 3,122,263	$ 4,805,996	$ 1,829,993	$ 1,191,146	$ 509,641
Sub Total	$ 129,668,642	$ 138,911,762	$ 145,464,755	$ 151,601,703	$ 157,265,802
One-time Stipend*	$ 835,000				
Total	$ 130,503,642	$ 138,911,762	$ 145,464,755	$ 151,601,703	$ 157,265,802

*One-time stipends do not compound as a part of base wages.

Note 3.02 – Employees' Retirement/Insurance Benefits

Participation in the State Retirement systems (STRS and SERS) are governed by Ohio Revised Code (ORC). Employer liability to those plans are based upon a rate of 14% of total payroll expenditures, which is also governed by ORC. Also included in this line is the District paid employee contribution portion of retirement, or pick-up on the pick-up, for all administrative staff.

SERS charges a surcharge for any employee who does not make $23,500 per year. This surcharge means that any employee's salary that is less than $23,500 will be charged by SERS to the District as if the employee was paid the surcharge amount. There is a statewide limit of total qualified payroll of 1.5% for all employers, generating approximately $350,000 to $450,000 in additional expense to the District. The SERS surcharge is dictated by the SERS board. The District has no control over these rates.

Insurance premiums are another significant cost within this category. For the 2018 calendar year, the District received a 5% increase in premiums and is assuming a 10% increase in premiums for calendar year 2019. These increases are trending within the normal market range for a self-insured District of our size. Future increases are expected to be approximately 10% based on estimates from the District's insurance broker. Additional expenses will be incurred due to new staff or plan enrollment changes that occur during open enrollment.

	FY2018	FY2019	FY2020	FY2021	FY2022
Insurance					
Medical	$ 28,628,818	$ 32,065,102	$ 36,233,136	$ 40,636,792	$ 45,566,197
Dental	$ 1,406,979	$ 1,473,138	$ 1,602,696	$ 1,759,382	$ 1,930,584
Vision	$ 317,716	$ 326,336	$ 331,491	$ 334,911	$ 338,329
Life	$ 140,684	$ 145,690	$ 149,901	$ 151,885	$ 153,382
Sub Total	$ 30,494,197	$ 34,010,266	$ 38,317,224	$ 42,882,970	$ 47,988,492
STRS/SERS	$ 18,844,726	$ 20,058,858	$ 21,005,111	$ 21,891,286	$ 22,709,182
Medicare Premiums	$ 1,892,303	$ 2,014,221	$ 2,109,239	$ 2,198,225	$ 2,280,354
BWC/Unempl/Tuition	$ 600,316	$ 638,994	$ 669,137	$ 697,367	$ 723,423
Total	$ 51,831,542	$ 56,722,339	$ 62,100,711	$ 67,669,848	$ 73,701,451

Note 3.03 - Purchased Services

Purchased services include various contracted services such as utilities, legal fees, insurance, professional development, data processing, and substitute teachers hired through the Educational Service Center of Central Ohio Council of Governments. Significant factors include:

- META student data processing fees using an actual student count to calculate processing fees.
- Educational purchased services increase at an average of approximately 4% annually.
- Community school costs, post-secondary educations costs, and other foundation payments increase an average of 4% each year.
- Utilities are forecasted to increase approx. 4% each year. We anticipate the realization of savings in our utility bills due to the HB264 project (see notes 4.050 & 4.060 below), however, we are also incurring additional utility expenses at our new administrative office space and our new high school in FY2019.

	FY2018	FY2019	FY2020	FY2021	FY2022
Purchased Services	$ 4,496,054	$ 5,936,368	$ 6,173,822	$ 6,420,774	$ 6,677,604
Educational Purchased Services	$ 4,123,395	$ 4,604,725	$ 4,788,914	$ 4,980,471	$ 5,179,690
Foundation Payments	$ 2,309,118	$ 2,426,061	$ 2,495,774	$ 2,569,998	$ 2,634,950
Utilities	$ 3,538,177	$ 3,384,582	$ 3,519,965	$ 3,660,764	$ 3,807,195
Total	$ 14,466,744	$ 16,351,736	$ 16,978,475	$ 17,632,007	$ 18,299,439

Note 3.04 – Supplies and Materials

General supplies include materials for the classrooms, offices, clinic, software items, computer supplies and other general items. Textbook (traditional and electronic) adoption costs vary depending on the applicable course subject. For FY2018 textbook adoptions will occur at the elementary, middle and high school. For the last couple prior fiscal years, the District has benefited from lower than average fuel prices. The forecast is projecting higher market trends in fuel prices for FY2018 through FY2022.

	FY2018	FY2019	FY2020	FY2021	FY2022
Supplies & Materials	$ 3,748,565	$ 4,588,840	$ 4,518,621	$ 4,638,223	$ 4,752,322
Textbooks	$ 1,371,424	$ 944,809	$ 987,325	$ 1,031,755	$ 1,078,184
Fuel	$ 771,500	$ 871,795	$ 985,128	$ 1,113,195	$ 1,257,910
Total	$ 5,891,489	$ 6,405,444	$ 6,491,074	$ 6,783,173	$ 7,088,416

Note 3.05 – Capital Outlay

Capital outlay consists of any equipment type items the District purchases over $2,000. Capital outlay projections are estimated to increase 2% in FY2018 through FY2022. The majority of the District's capital outlay expenditures are budgeted within bond or permanent improvement funds; therefore, the capital outlay from the General Fund is low compared to the size of the District.

Notes 4.050 & 4.060 – Principal and Interest Charges HB264

The Energy Conservation Program, which passed in 1985 as House Bill 264, allows school districts to make energy improvements to facilities and use the savings to pay for those improvements. In this instance, the District is able to borrow funds without voted authority. The Ohio Facilities Construction Commission (OFCC) provides oversight for the program. The District began work on a $7.3 million HB264 project in the spring of 2017. This work includes changing the indoor and outdoor lighting to more efficient LED lighting. It also includes updating HVAC controls and other heating and cooling system components. General Fund savings will be used to pay the un-voted debt payments on the financing structure procured to complete the project over a seven-year period.

Note 4.30 - Other Objects

The majority of expenses in this category relate to contracted services with the Educational Service Center of Central Ohio (ESCCO). Most of the services provided are for special education curriculum. The County Auditor fees for the collection of taxes are also included. As tax revenue increases, collection fees also increase. Audit examination fees, liability insurance and other miscellaneous fees are included in the Other category.

	FY2018	FY2019	FY2020	FY2021	FY2022
ESCCO Services	$ 8,179,463	$ 8,611,000	$ 9,127,660	$ 9,675,320	$ 10,255,839
County Auditor Fees	$ 2,477,669	$ 2,500,000	$ 2,550,000	$ 2,601,000	$ 2,653,020
Other Fees and Services	$ 752,705	$ 1,037,464	$ 1,058,213	$ 1,079,377	$ 1,100,965
Total	$ 11,409,837	$ 12,148,464	$ 12,735,873	$ 13,355,697	$ 14,009,824

RISK ASSESSMENT

General Assumptions

As discussed on page 1, the successful passage of the March 2016 levy and bond issuance allowed the District to construct a new high school, which will open in FY2019. The timing of the completion of this project impacts the forecast due to the operating costs a new building adds.

Enrollment projections, as discussed on page 2, present a risk as they are used by the District to project facilities needs and staffing requirements. Each of those components significantly contribute to forecasted expenditures.

1.035 - Unrestricted Grants-In-Aid

One of the most critical areas of risk in this forecast is the Unrestricted Grants-In-Aid or state funding payments. As discussed on page 1, the formula created by HB49 provides minimal increases in our state foundation funding for FY2018 and beyond, but the growth cap prevents the District from receiving the fully calculated funding it is entitled to mainly due to the continual growth in enrollment. Each $1 of state income tax paid by a District resident equates to approximately $0.06 in state funding received by the District, while the state average is $0.91. Considering our local taxpayers provide the majority of our funding through tax levies, additional state aid would help stretch the levy cycles to provide property tax relief. Administration continues to lobby local and state legislators to provide additional state funding for the District. This forecast assumes minimal growth in state basic aid in future biennial budgets, but the level of success of lobbying efforts to increase state funding could significantly impact revenue, as well as the timing of the District's levy cycle.

The Jon Peterson Scholarship and the Autism Scholarship programs lead to a significant amount of funding being deducted out of our state foundation revenue for special education programs for qualified special education students. Each additional scholarship could result in a deduction of up to $27,000.

3.010 - Personnel Services and 3.02 – Employees' Retirement/Insurance Benefits

Enrollment is a key driver in this and other expenditures. New growth increases staffing costs as well as retirement and benefit costs associated with those staff members.

Current contract agreements with the OTA and two OAPSE unionized groups will expire June 30, 2018. The District currently has good working relationships with each union. Union negotiations will have a significant impact on future personnel costs and insurance plan designs.

Medical insurance premiums are also a risk to the District. High claims utilization will negatively impact healthcare premium rates. Current insurance plans negotiated with the unions provide a High Deductible insurance option with a health savings account and a PPO option. The District's insurance committee worked to develop recommendations for plan design modifications to ensure future fiscal sustainability. We will continue to monitor healthcare premiums as they relate to the "Cadillac Tax", other provisions of the Affordable Care Act, and potential future liabilities for the District.

3.030 - Purchased Services

Utility costs are a risk factor depending on weather conditions as well as rate increases from year to year. The District is taking measures to reduce the usage and expense of utilities by working on a HB264 energy conservation project. Utility cost savings generated will be used to pay for the financing of the project. The timing of project completion will impact the savings and therefore the expenses incurred by the General Fund.

4.050 & 4.060 – Principal and Interest Charges HB264

As approved by the Ohio Facilities Construction Commission, expected utility savings within the General Fund will average just over $984,000 annually. The pace of the project completion drives the timing of the draw of funds from the lender, which impacts the overall interest on the debt service payments. There is risk in not realizing the anticipated savings to cover the cost of the debt payments. The project is structured so that the District may discontinue its work and funding of the project should the savings not meet expectations.

4.300– Other Objects

Education Service Center expenditures have a significant impact on this category. This expense is related to the staffing of our preschool and special education programs. The District continues to experience growth in these areas of student population thereby increasing the need for additional staffing services and a classroom capacity as discussed in prior notes. Administration continues to review program efficiencies.

OLENTANGY LOCAL SCHOOL DISTRICT
FISCAL YEAR 2019
GENERAL FUND BUDGET

Emily Hatfield
Treasurer/CFO

Olentangy Local Schools
Expenditures by Object
Fiscal Year 2019 Budget
General Fund

OBJECT	DESCRIPTION	FY 2019 Grand Total
PERSONAL SERVICES/ BENEFITS		
111	CERTIFICATED - REGULAR SALARY	108,792,138.00
113	CERTIFICATED - SUPPLEMENTARY SALARY	2,356,352.00
119	OTHER CERTIFICATED SALARY	124,000.00
123	CERTIFIED - VACATION LEAVE	9,620.00
132	CERTIFICATED - SEVERENCE	550,000.00
141	CLASSIFIED - REGULAR SALARY	23,875,502.00
142	CLASSIFIED - SUBSTITUTE SALARY	980,000.00
143	CLASSIFIED - SUPPLEMENTAL SALARY	1,023,650.00
144	CLASSIFIED - OT SALARY	850,000.00
149	CLASSIFIED - OTHER SALARY	200,000.00
151	CLASSIFIED - SICK LEAVE	8,000.00
153	CLASSIFIED - VACATION LEAVE	44,500.00
162	CLASSIFIED - SEVERENCE	80,000.00
169	OTHER CLASSIFIED COMP	3,000.00
171	BOARD MEMBER COMPENSATION	15,000.00
		$ 138,911,762.00
EMPLOYEES' RETIREMENT/ INSURANCE BENEFITS		
211	CERTIFICATED - EMPLOYER'S SHARE RETIREMENT	14,959,198.00
212	CERTIFICATED - EMPLOYER'S (PICK UP) RETIREMENT	1,216,490.00
221	CLASSIFIED - EMPLOYER'S SHARE RETIREMENT	3,617,370.00
222	CLASSIFIED - EMPLOYER'S (PICK UP) RETIREMENT	265,800.00
223	CLASSIFIED - SOCIAL SECURITY	900.00
231	TUITION REIMBURSEMENT	40,000.00
241	CERTIFICATED - MEDICAL INSURANCE	22,546,619.00
242	CERTIFICATED - LIFE INSURANCE	121,715.00
243	CERTIFICATED - DENTAL INSURANCE	1,032,393.00
244	CERTIFICATED - VISION INSURANCE	228,563.00
249	CERTIFICATED MEDICARE	1,672,719.00
251	CLASSIFIED - MEDICAL INSURANCE	9,518,483.00
252	CLASSIFIED - LIFE INSURANCE	23,975.00
253	CLASSIFIED - DENTAL INSURANCE	440,745.00
254	CLASSIFIED - VISION INSURANCE	97,773.00
259	CLASSIFIED - MEDICARE	340,602.00
261	CERTIFICATED WORKERS COMP	379,783.00
262	CLASSIFIED - WORKERS COMP	158,477.00
273	CERTIFIED - ANNUITIES	45,734.00
282	CLASSIFIED UNEMPLOYEMENT	15,000.00
		$ 56,722,339.00

Olentangy Local Schools
Expenditures by Object
Fiscal Year 2019 Budget
General Fund

OBJECT	DESCRIPTION	FY 2019 Grand Total
PURCHASED SERVICES		
410	PROFESSINAL AND TECHNICAL SERVICES	480,500.00
411	INSTRUCTION SERVICES	4,066,100.00
413	HEALTH SERVICES	81,000.00
414	STAFF SERVICES	19,000.00
416	DATA PROCESSING SERVICES	538,625.00
418	PROFESSIONAL/LEGAL SERVICES	520,000.00
419	OTHER PROFESSIONAL AND TECHNICAL SERVICE	911,735.00
422	GARBAGE REMOVAL CLEANING SERVICES	129,900.00
423	REPAIRS & MAINTENANCE SERVICES	696,388.00
424	PROPERTY INSURANCE	290,000.00
425	RENTAL	576,000.00
426	LEASE-PURCHASE AGREEMENTS	392,600.00
434	NON-CERTIFICATED MEETING EXPENSE	2,500.00
439	OTHER TRAVEL/MTG EXPENSE PROFESSIONAL DEVELOPMENT	316,790.00
441	TELEPHONE SERVICES	710,000.00
443	POSTAGE	60,400.00
446	ADVERTISING	6,050.00
451	ELECTRICITY	2,411,229.00
452	WATER AND SEWER	402,000.00
453	GAS	571,353.00
460	CONTRACTED SERVICES	59,500.00
461	PRINTING AND BINDING	66,255.00
471	TUITION PAID TO OTHER DISTRICTS WITHIN THE STATE	45,030.00
474	EXCESS COSTS	54,000.00
475	PYMTS FOR SPECIAL ED STUDENTS RESIDING IN DISTRICT	54,000.00
477	PYMTS UNDER OPEN ENROLLMENT PROGRAM	247,141.00
478	PAYMENTS TO COMMUNITY SCHOOLS	1,278,890.00
479	OTHER PYMTS	747,000.00
483	STUDENT TRANSPORTATION PURCH.FROM OTHER SOURCES	92,500.00
489	OTHER PUPIL TRANSPORTATION SERVICES	355,000.00
490	OTHER PURCHASED SERVICES	170,250.00
		$ 16,351,736.00
SUPPLIES & MATERIALS		
511	INSTRUCTIONAL SUPPLIES	1,343,509.00
512	OFFICE SUPPLIES	199,673.00
514	HEALTH & HYGIENE SUPPLIES	16,396.00
516	SOFTWARE SUPPLIES	1,042,700.00
519	OTHER GENERAL SUPPLIES	138,300.00
520	TEXTBOOKS	875,000.00
524	SUPPLEMENTAL TEXTBOOKS	69,809.00
531	NEW LIBRARY BOOKS	60,225.00
532	LIBRARY REPLACEMENT BOOKS	10,910.00
539	OTHER LIBRARY BOOKS	3,000.00
541	NEWSPAPERS	500.00
542	PERIODICALS	11,522.00
568	CANDIES & SNACKS	400.00
571	LAND	240,000.00
572	BUILDINGS	1,110,000.00
581	SUPPL & PARTS FOR MAINT.& REPAIR MOTOR VEHICLES	320,000.00
582	FUEL	871,500.00
583	TIRES AND TUBES	92,000.00
		$ 6,405,444.00

Olentangy Local Schools
Expenditures by Object
Fiscal Year 2019 Budget
General Fund

OBJECT	DESCRIPTION	FY 2019 Grand Total
CAPITAL OUTLAY		
640	EQUIPMENT	363,650.00
		$ 363,650.00
OTHER OBJECTS		
841	MEMBERSHIP (PROFESSIONAL ORGANIZATION)	56,264.00
843	AUDIT EXAMINATION	54,500.00
844	COUNTY BOARD OF EDUCATION CONTRIBUTIONS	8,611,000.00
845	PROPERTY TAX COLLECTION FEES	2,500,000.00
846	GENERAL FISCAL ELECTION EXPENSE	300.00
848	BANK CHARGES	65,000.00
849	OTHER DUES AND FEES	369,900.00
851	LIABILITY INSURANCE	145,000.00
853	FIDELITY BOND PREMIUMS	1,500.00
870	TAXES AND ASSESSMENTS	45,000.00
880	AWARDS AND PRIZES	10,000.00
912	CONTINGENCIES	290,000.00
		$ 12,148,464.00
TOTAL GENERAL FUND		**$ 230,903,395.00**

MASTER SERVICE AGREEMENT

BETWEEN

META SOLUTIONS

AND

OLENTANGY LOCAL SCHOOL DISTRICT

DATE:

_____

MASTER SERVICE AGREEMENT

THIS MASTER SERVICE AGREEMENT (hereinafter the "Agreement") is made this the _____ day of _____, 20_____ between META Solutions, an Ohio Regional Council of Government whose principal office is located at 100 Executive Drive Marion, OH 43302 (hereinafter "META") and Olentangy Local School District whose address is 7840 Graphics Way, Lewis Center, Ohio 43035 (hereinafter "Owner"), (each a "party" and together "parties").

WHEREAS, META is an information technology center comprised of a consortium of member school districts (hereinafter the Member Districts") and is organized as a regional council of government as defined in Ohio Rev. Code Chapter 167;

WHEREAS, Owner is an organization authorized by the Ohio Department of Education to utilize services of an information technology center; and

WHEREAS, Owner is a Member District of META as defined in META's Constitution.

NOW, THEREFORE, for the agreements outlined herein and other good and valuable consideration the parties hereby agree as follows:

1.0 **Responsibilities of META.**

1.1 META shall perform all work and do all things necessary to perform the information technology services on behalf of Owner, as described in Schedule I attached hereto and identified as "Services Manifest", which includes the scope of the work and other particulars with respect to the information technology services as more fully laid out in this section of the Agreement (hereinafter referred to as the "Services"). Services shall be provided in conformity with the policies of META generally applicable to recipients of similar services, as such policies currently exist or are hereafter adopted or amended.

1.2 META shall provide Owner with sufficient training opportunities as necessary for the Owner to effectively utilize the Services, based upon mutual agreement between the parties.

1.3 META will be the point of contact for all service problems experienced by Owner related to the provision of Services. If Education Management Information System ("EMIS") Services are provided as included Services under this Agreement, META will work with Owner to fix EMIS fatal errors that may be generated regarding Owner's data.

1.4 META will comply with any security standards necessary to meet state and federal auditing requirements.

1.5 To comply with a change in governing law or regulatory requirements, or changes to any applicable Third-Party Agreement, META may discontinue or limit Services and/or impose additional restrictions or requirements on such Services upon thirty (30) days' written notice to



MASTER SERVICE AGREEMENT

Owner or such lesser amount as may be required by law or regulatory requests at the time such notice is given.

1.6 META may enter into agreements with third-party vendors and service providers for the purpose of securing discounted pricing and other favorable contract terms for the Owner. If META has entered into an agreement with a third party vendor/service provider for such Owner benefits, and if the Owner subsequently agrees to purchase goods or services pursuant to the agreement between META and the third-party vendor/service provider, Owner agrees to be bound to the terms and conditions of the corresponding META agreement with such vendor/service provider, and to be primarily liable for any payments due to the vendor/service provider on account of the Owner's agreement to receive goods or services from the vendor/service provider. META may condition the receipt of services pursuant to this paragraph upon the Owner's execution of a separate agreement with META concerning the same.

1.7 META reserves the right to discontinue Owner's access to the Services and/or seek other legal or equitable relief for use of the Services by Owner or its users that META deems Owner to be in violation of the rules and regulations of the State Board of Education; or in violation of, or contrary to the parties' expectations regarding the Owner's conduct as expressed herein, this Agreement; or in violation of state or federal law; or for knowingly permitting or encouraging unauthorized access to the Services.

1.8 The parties acknowledge that the services META is offering at least comply with the minimum state-subsidized services as identified in Ohio Administrative Code and required by the Ohio Department of Education.[1] META shall conform to the quality implementation standards, as defined by the Ohio Department of Education for all core services.

2.0 **Responsibilities of Owner.**

2.1 Owner shall fully cooperate and work with META in order to effectuate the implementation of this Agreement.

2.2 Owner shall be directly responsible to META for all charges billed by META to Owner for Services secured for Owner through this Agreement in accordance with the provisions contained in Section 5 of this Agreement.

2.3 Owner shall enter accurate data into the software and/or systems under this Agreement, and shall be responsible for maintaining the data, and for checking the accuracy of such data.

2.4 If data conversion is necessary in the course of providing Services and available from META, Owner shall pay META for data conversion costs as billed by META or, alternatively,

[1] OAC 3301-3-01 (B)(5), Effective 05/22/2010

meta SOLUTIONS

MASTER SERVICE AGREEMENT

Owner agrees to procure the necessary data conversion services from a third party vendor within a reasonable amount of time.

2.5 Except as specifically provided in this Agreement, Owner shall be responsible for maintaining the hardware and connections necessary to access the Services provided under this Agreement, including internet access, Local Area Networks, and other utilities as needed.

2.6 Owner shall not resell access to any of the Services provided under this Agreement.

2.7 Owner may utilize the Services provided hereunder only for educational and educational administrative-related services.

2.8 If requested for an audit of META or its Services, Owner will, to the fullest extent permissible under the law, provide such information as META or its auditors may request.

2.9 Owner shall be solely responsible for unauthorized access to the Services or data.

2.10 META will require current written authorization from Owner authorizing user access to, or the discontinuance of access to, username and password protected data.

2.11 Owner understands and agrees that, except as required by state and federal regulations, META will exercise no control over the information that Owner and its users may transmit and receive as a result of the provision of Services by META. Owner assumes full responsibility for any and all access to, transmission, and usage information accessed or sent by its users through the Services.

2.12 Owner understands and agrees that META shall have no responsibility for the Owner's or its users' accessing or transmitting offensive or unlawful information, interference, or unlawful access to others' information or networks, or other offense or unlawful activity for which the Services may be used.

2.13 Any violation of these requirements of Owner contained in this Agreement, the rules and regulations of the State Board of Education, federal law, or state law, or for knowingly permitting or encouraging unauthorized access to the Services may result in termination of Services to Owner and/or could result in legal action against Owner.

3.0 **The Contract Documents**. The Contract Documents consist of this Agreement and any Exhibits attached hereto, and META's Constitution, META's Bylaws, and any agreements with third-parties which currently impact the Services to be provided under this Agreement. These documents shall be a part of this Agreement as if attached to this Agreement or repeated herein. META and Owner acknowledge that they have received and reviewed all of the above named documents and agree that they shall be bound by the terms of those documents, as applicable.

MASTER SERVICE AGREEMENT

4.0 **Term of Agreement**. The Services to be performed under this Agreement shall be commenced on July 1, 2018 and shall continue until June 30, 2019, (hereinafter the "Contract Term") subject to any amendments hereto between the parties, and shall be performed in accordance with the Contract Documents. This Agreement shall automatically renew for one year terms absent either party to this Agreement delivering written notice to the other party of their intention to not continue under the terms of this Agreement no later than thirty (30) days prior to end of the then prevailing term of this Agreement.

5.0 **Contract Price and Payment by Member Districts**.

5.1 META is specifically authorized to bill and collect monies for the Services provided directly to and from Owner. Owner shall pay a fee of $16.00 per student based upon the annual Ohio Department of Education headcount for the District (hereinafter the "Contract Price") along with all taxes, fees, charges, surcharges, and other similar amounts due in regards to the Services provided under this Agreement and as further described in Schedule I and/or II which is attached to this Agreement.

5.2 Such charges as described in the Subsection 5.1 of this Agreement shall be billed on an annual basis on the first day of July. Owner shall tender payment for the Services within thirty (30) business days after receipt of any invoice from META.

5.3 Owner shall pay all costs incurred by META on behalf of Owner to provide the Services including but not limited to charges related to Third-Party Agreements, license fees, collection costs, late fees, service charges, and termination costs to the extent permitted by law. Owner shall tender payment for such charges within thirty (30) business days after receipt of any invoice from META.

5.4 Owner shall pay for any installation costs if such costs are incurred as a result of providing Services to Owner.

5.5 In the event that Owner fails to comply with any provision of Section 5 of this Agreement, then Owner will be in default with respect to its obligations hereunder. Should Owner be in default under the terms of this Section of the Agreement, then META, at META's sole discretion may elect to either 1. Suspend the Services of Owner until Owner has paid its balance in full; or 2. Permanently cease providing Services to Owner. In the event META exercises its right to enforce either of these options, in no way will it be deemed a waiver of other legal or equitable rights META may have for full payment.

6.0 **META's Responsibilities and Warranties**.

6.1 OWNER EXPRESSLY AGREES THAT USE OF META'S SERVICES UNDER THIS AGREEMENT ARE AT OWNER'S SOLE RISK. OWNER ALSO EXPRESSLY AGREES THAT THESE SERVICES ARE PROVIDED ON (a) AN "AS IS," "AS AVAILABLE" BASIS

meta SOLUTIONS

MASTER SERVICE AGREEMENT

WITHOUT WARRANTIES OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO WARRANTIES OF TITLE, FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, NONINFRINGEMENT, OR WARRANTIES ARISING FROM ANY COURSE OF DEALING OR USAGE OF TRADE; (b) NO ADVICE GIVEN BY META'S EMPLOYEES, AGENTS, OR INDEPENDENT CONTRACTORS, OR THE EMPLOYEES OF META'S AGENTS OR INDEPENDENT CONTRACTORS, SHALL CREATE ANY WARRANTY OF ANY KIND; and (c) UPLOADING, DOWNLOADING, STORING, TRANSMITTING, AND OTHERWISE ACCESSING OR DISTRIBUTING INFORMATION VIA THE SERVICES BY MEMBER DISTRICTS AND/OR THEIR USERS IS AT MEMBER DISTRICT'S OWN RISK.

6.2 OWNER ALSO EXPRESSLY AGREES THAT META DOES NOT WARRANT THAT THE FUNCTIONS OF THE SOFTWARE WILL MEET ANY SPECIFIC USER REQUIREMENTS, OR THAT SERVICES PROVIDED WILL BE ERROR FREE OR UNINTERRUPTED; NOR SHALL META BE LIABLE FOR ANY ACTUAL DAMAGES OR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES (INCLUDING AS A RESULT OF LOSS OF DATA OR MISINFORMATION) SUSTAINED IN CONNECTION WITH THE USE, OPERATION, OR INABILITY TO USE META'S SERVICES BY OWNER OR ITS USERS. THE AGGREGATE LIABILITY OF META FOR ALL ACTIONS IN CONTRACT AND/OR TORT (INCLUDING NEGLIGENCE AND PRODUCTS LIABILITY) SHALL BE LIMITED TO THE FEES PAID BY THE MEMBER DISTRICTS IN THE SIX (6) MONTHS PRECEDING THE DATE THE CLAIM ARISES.

6.3 META shall not be liable for failure to provide Services if such failure is caused by any cause outside of META's control, acts of God, epidemics, lightning, winds, fires, landslides, floods, earthquakes, droughts, famines, acts of public enemies, explosions, insurrection, military action, sabotage, riots, civil disturbances, failure of a utility or utility-type services which is essential for META to provide the Services, or other event(s) not reasonably within the control of META.

6.4 META shall not be liable as a result of the actions, errors, omissions, or negligence of Owner or its personnel, employees, agents, or users.

6.5 META shall not be liable with regards to third parties for any action, error, omission, or negligence of Owner and/or its users.

7.0 **Changes in the Services**. There shall be no changes to the Services to be performed under this Agreement unless the parties hereto agree to such change in a written amendment to this Agreement. However, the parties expressly agree and understand that should there be a change in Ohio or Federal laws or regulations that affect the services provided under this Agreement, such services shall be changed in accordance with the terms of this Agreement to conform with such laws or regulations.

meta SOLUTIONS

MASTER SERVICE AGREEMENT

8.0 **Indemnification**. To the fullest extent permitted by law, Owner shall hold harmless META and all of its agents and employees from any and all claims, obligations, liabilities, losses and expenses, direct, indirect or consequential, including but not limited to attorney's fees, arising prior to the execution of this Agreement.

9.0 **Ownership of Property**.

9.1 Any hardware and/or software installed by META in regards to the Services provided under this Agreement remain the property of META. In the event this Agreement is terminated, Owner shall permit META to remove any such hardware and/or software as soon as may be reasonably practicable after the date of termination.

9.2 Any data files shall remain the property of Owner. In the event this Agreement is terminated, META agrees to return all available files to Owner as soon as may be reasonably practicable after the date of termination.

9.3 All other rights of ownership in all materials, products, and Services provided by META, including the rights to ideas and inventions and rights under patent, copyright, trademark, trade secret, or other applicable laws, that have not been specifically addressed in Subsections 9.1 and 9.2 shall belong exclusively to META. Any modification or derivative works of Owner's property or the property of Owner by META shall be considered "work for hire" and will be considered property of META.

9.4 The parties agree that nothing in this Agreement shall give either party any right, title or interest in the property of the other after termination or expiration of this Agreement.

10.0 **Confidentiality**. META shall exercise ordinary care in preserving and protecting the confidentiality of information and materials furnished by Owner, to the extent required by law. Each party shall protect the intellectual property, proprietary information, and trade secrets of the other from unauthorized use and disclosure. Except as required by law, including but not limited to Ohio Rev. Code § 149.43, Owner agrees not to disclose any information of documentation obtained from META.

11.0 **Termination by Owner**. If META defaults, or persistently or repeatedly fails or neglects to provide Services in accordance with this Agreement without reasonable cause, then Owner shall notify META in writing of its failure to comply with the terms of this Agreement. Upon receipt of such written notice, META shall have thirty (30) days to conform its behavior to meet the requirements of this Agreement. In the event that META is still in breach of this Agreement at the expiration of this thirty (30) day period without reasonable cause, then Owner may, without prejudice to any other remedy it may have, terminate this Agreement.

12.0 **Effect of Termination by Owner.** In the event that Owner decides to terminate this Agreement pursuant to Section 4.0 or Section 11.0 of this Agreement, then, upon such termination,

meta SOLUTIONS

MASTER SERVICE AGREEMENT

Owner shall immediately withdraw as a Member District of META in accordance with META's Constitution and Bylaws.

13.0 **Assignment**. This Agreement and Owner's rights, duties, and/or responsibilities herein may not be assigned to another individual or entity without the written consent of META.

14.0 **Miscellaneous Provisions.**

14.1 This Agreement shall be construed in accordance with, and governed by, the laws of the state of Ohio. The parties agree that any action brought by either party against the other in state court shall be properly venued only in the Franklin County Court of Common Pleas in Columbus (Franklin County), Ohio and that any action brought in federal court shall be properly venued only in the United States District Court for the Southern District of Ohio, Eastern Division, located in Columbus, Ohio. The parties further agree that they do hereby waive all questions of personal jurisdiction or venue for purposes of giving effect to this provision.

14.2 There are no third-party beneficiaries to this Agreement. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either party.

14.3 This Agreement along with all exhibits attached hereto and other Contract Documents represents the entire agreement between the parties on this subject matter and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both parties. If any of the provisions contained in this Agreement, as amended from time to time, are inconsistent with the provisions of the other Contract Documents, then the provisions of this Agreement, as amended, shall prevail.

14.4 The obligations, warranties, and representations of either party under this Agreement that are of a continuing nature shall survive expiration or termination of this Agreement, unless otherwise explicitly agreed to in the Contract Documents or by operation of law.

14.5 No delay or failure by either party to exercise any right hereunder and no partial or single exercise of any such right shall constitute a waiver of that or any other right, unless otherwise expressly provided herein.

14.6 In case any one or more provisions set forth in the Contract Documents shall for any reason be held invalid, illegal, or unenforceable in any respect, any such invalidity, illegality, or unenforceability shall not affect any other provision of the Contract Documents, and the Contract Documents shall be construed as if such invalid, illegal, or unenforceable provision had never been incorporated therein, provided the economic or legal substance of the transactions contemplated hereby is not affected in any manner materially adverse to either party. If either party determines in good faith that so construing the Contract Documents is materially adverse to it, the parties shall negotiate in good faith to modify the Contract Documents so as to achieve their original intent as

meta SOLUTIONS

MASTER SERVICE AGREEMENT

closely as possible in a mutually acceptable manner and so that the transactions intended hereunder are consummated as originally contemplated to the greatest extent possible.

14.7 All notices under this Agreement shall be in writing, sent by registered or certified U.S. Mail, return receipt requested, and addressed to the party at the address set forth at the beginning of this Agreement or at such other address of which a party has provided notice pursuant to this provision.

14.8 The headings of the sections hereof have been inserted for convenience only and shall in no way modify or restrict any provisions hereof or be used to construe any such provisions.

14.9 The parties shall not be required to perform any obligation under this Agreement or be liable to each other for damages so long as performance or non-performance of the obligation is delayed, caused or prevented by Force Majeure. "Force Majeure" means: hurricanes, earthquakes, floods, fire, acts of God, unusual transportation delays, wars, insurrections, acts of terrorism, and any other cause not reasonably within control of META or Owner, and which, by exercise of reasonable diligent effort, the non-performing party is unable in whole or in part to prevent or overcome.

14.10 The invalidity or unenforceability of any provision hereof shall in no way affect the validity or enforceability of any other provision, and to this end the provisions of this Agreement are declared to be severable. It is the intention of the parties that, if any provision of this Agreement is susceptible of two or more constructions, one which would render the provision enforceable and the other or others of which would render the provision unenforceable, then the provision shall have the meaning that renders it enforceable.

15.0 **Signatures.** By signing this Agreement, the individuals indicate all of the following:

15.1 They are authorized to sign on behalf of their respective entities; and

15.2 That they have read, understand and agree to the terms of this Agreement, including the provisions of the Contract Documents and any attachments to this Agreement, on behalf of their respective entities; and

15.3 All information provided in connection with this Agreement is true and accurate; and

15.4 This Agreement has been approved by formal action of the Board of the respective party; and

15.5 By execution of this Agreement the parties are not creating a breach of any third party agreements.

{Signature Page Follows}

MASTER SERVICE AGREEMENT

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective on the date first set forth above.

FOR OWNER:

Olentangy Local School

_____ _____

Authorized Signature Date

_____

Printed name of Authorized Signature

META Solutions

Digitally signed by David Varda
Date: 2018.03.06 14:28:58 -05'00'

_____ _____

Authorized Signature Date

_____

Printed name of Authorized Signature

3625832.1 : 10044 00004

MARION OFFICE
100 Executive Drive
Marion, OH 43302
P: 740 389 4798
F: 740 389 4517

COLUMBUS OFFICE
2100 Citygate Drive
Columbus, OH 43219
P: 614 473 8300
F: 614 473 8324

SCHEDULE I
CORE SERVICES SUMMARY OF COSTS

This schedule is hereby made a part of the Agreement for 2018-19 by and between the Olentangy Local School Board of Education and Meta Solutions. Services will be rendered for the period of the Agreement, unless otherwise stated below.

Services
Fiscal Support for State Software
SIS Support for any SIS Package PowerSchool, ProgressBook (including GradeBook) & Infinite Campus
EMIS Support
Purchasing Co-op Membership

Headcount	21,002
Cost ($16.00 per headcount)	**$336,032.00**

_____ Date: _____
Olentangy Local Authorized Signature

_____ Digitally signed by David Varda
Date: 2018.03.15 13:36:54 -04'00' Date: _____
Meta Authorized Signature

MARION OFFICE
100 Executive Drive
Marion, OH 43302
P: 740 389 4798
F: 740 389 4517

COLUMBUS OFFICE
2100 Citygate Drive
Columbus, OH 43219
P: 614 473 8300
F: 614 473 8324

SCHEDULE II
SUMMARY OF COSTS

This schedule is hereby made a part of the Agreement for 2018-19 by and between Olentangy Local Schools and Meta Solutions. Services will be rendered for the period of the Agreement, unless otherwise stated below.

Service	Cost
IEP Anywhere	$1.50/student
Content Filtering	$1,000.00

Headcount	21,002
Total Schedule II Cost	**$32,503.00**

Owner Authorized Signature Date: _____

Digitally signed by David Varda
Date: 2018.03.27 12:04:33 -04'00'

META Authorized Signature Date: _____

MARION OFFICE
100 Executive Drive
Marion, OH 43302
P: 740 389 4798
F: 740 389 4517

COLUMBUS OFFICE
2100 Citygate Drive
Columbus, OH 43219
P: 614 473 8300
F: 614 473 8324

CONSTITUTION OF META

I. **Name of Association.** The name of the group composed of all Members and formerly known as the "Tri-Rivers Educational Computer Association" ("TRECA") henceforth shall be META (herein also referred to as "the Association").

II. **Purpose & Powers**

A. META is a product of the merger of TRECA, MEC, SEOVEC and MDECA, as described in the Merger Agreement entered into between TRECA, MEC, SEOVEC and MDECA ("Merger Agreement"). META subsumes and integrates in a single entity the formerly-distinct functions, membership, and personnel of MEC, TRECA, SEOVEC and MDECA.

B. META has a number of core purposes, among which is the establishment and operation of an efficient, economic computer system that serves the needs of its Members. In this regard, META operates as, and has all the powers of, a Data Acquisition Site/Information Technology Center pursuant to applicable provisions of the Ohio Revised Code, including but not limited to Section 3301.075, and applicable provisions of the Ohio Administrative Code, including but not limited to 3301-3-02, 3301-3-06, and 3301-3-07.

C. META is also a Regional Council of Governments pursuant to Chapter 167 of the Ohio Revised Code. In this capacity, META seeks to identify, develop, and provide to Members and non-members innovative educational and technological services and products, as well as expanded opportunities for cooperative purchasing. As a Regional Council of Governments, META has the power to:

1. Study such area governmental problems common to two or more Members of META as it deems appropriate, including but not limited to matters affecting health, safety, welfare, education, economic conditions, and regional development;
2. Promote cooperative arrangements and coordinate action among its Members, and between its Members and other agencies of local or state governments, whether or not within Ohio, and the federal government;
3. Make recommendations for review and action to the Members and other public agencies that perform functions within the region;
4. Promote cooperative agreements and contracts among its Members or other governmental agencies and private persons, corporations, or agencies;
5. Perform planning directly by META personnel, or under contracts between META and other public or private planning agencies;
6. Review, evaluate, comment upon, and make recommendations, relative to the planning and programming, and the location, financing, and scheduling of public facility projects within the region and affecting the development of the area;
7. Act as an area wide agency to perform comprehensive planning for the programming, locating, financing, and scheduling of public facility projects within the region and affecting the development of the area and for other proposed land

development or uses, which projects or uses have public metropolitan wide or interjurisdictional significance;

8. Act as an agency for coordinating, based on metropolitan wide comprehensive planning and programming, local public policies, and activities affecting the development of the region or area;
9. By appropriate action of the governing bodies of the Members, perform such other functions and duties as are performed or capable of performance by the Members and necessary or desirable for dealing with problems of mutual concern;
10. Contract with the appropriate officials, authorities, boards, or bodies of counties, municipal corporations, townships, special districts, school districts, or other political subdivisions to provide any service or to receive any service from such entities. Such contracts may also authorize META to perform any function or render any service in behalf of such counties, municipal corporations, townships, special districts, school districts, or other political subdivisions, which such counties, municipal corporations, townships, special districts, school districts, or other political subdivisions may perform or render;
11. Acquire, construct, and otherwise improve real and personal property to be used by or for the benefit of META or one or more of its Members. The acquisition, construction, and improvement may be financed by cash, installment payments with or without a mortgage, lease-purchase agreements, leases with an option to purchase, or securities issued pursuant to section 167.101 of the Revised Code.

D. META additionally has all other powers permitted by law and authorized by its Board of Directors.

III. Membership

A. Classification of Membership. There shall be two classifications of Membership: Full Membership and Associate Membership.

B. Qualifications for Full Membership
   1. A Full Member is a city, county, exempted village, local, joint vocational, or cooperative education school district or educational service center that meets the qualifications set forth in this section.
   2. Conditions of Full Membership. Full Members shall meet the following conditions:
      a. have executed a resolution on the part of the board of education or equivalent governing body accepting this Constitution and applicable By-Laws;
      b. have executed an agreement for, and/or otherwise subscribed to
         i. both fiscal services and state-mandated data reporting services (EMIS) offered by META, or
         ii. at least two of the three Core Services (as defined in section 3301-3-01 of the Ohio Administrative Code) offered by META;

c. have received a majority vote of acceptance from META's Board of Directors, except that such vote of acceptance shall not be required for any entity that was, immediately prior to the "merger date" specified in the Merger Agreement, an "active member" or "associate member" of META, as defined in the META constitution in effect at such time;

d. hold the appropriate permit as defined in paragraph (B) of Ohio Administrative Code 3301-3-03;

e. receive funding from the Ohio Department of Education for the type of services META is to provide to the Full Member. A Full Member shall be provisionally admitted contingent on approval of the Ohio Department of Education for such funding; and

f. have currently paid all dues, assessments, and fees, both initial and as applicable, as established by META's Board of Directors, except that no current or former TRECA, MEC, SEOVEC or MDECA member shall be required to pay any dues, assessments, or other fees of META that duplicate (i.e., are for the same purpose as) dues, assessments, or other fees assessed by, and paid by the Full Member to, MEC.

C. Qualifications for Associate Membership

1. An Associate Member is a school district that does not meet the definition of Full Member or a community school, charter school, parochial school or any other educationally related entity or other political subdivision, and any other intragovernmental agencies including counties, municipal corporations, townships, or special districts, of this state, to the extent that such laws of the other state permit, approved and accepted by the META Board of Directors, that meets the qualifications set forth in this section.
2. Conditions of Associate Membership. Associate Members shall meet the following conditions:
   a. have executed a resolution on the part of the board of directors or equivalent governing body accepting this Constitution and applicable By-Laws;
   b. have executed an agreement for, and/or otherwise subscribed to, services offered by META, as well as agreed to pay all dues, assessments and the like, both initial and reoccurring as applicable, as established by META's Board of Directors, except that no current or former TRECA, MEC, SEOVEC or MDECA member shall be required to pay any dues, assessments, or other fees of META that duplicate (i.e., are for the same purpose as) dues, assessments, or other fees assessed by, and paid by the Member to, TRECA, MEC, SEOVEC and MDECA; and
   c. have received a majority vote of acceptance from META's Board of Directors, except that such vote of acceptance shall not be required for any entity that was, immediately prior to the "merger date" specified in the Merger Agreement, an "affiliate" of MEC, as defined in the MEC constitution in effect at such time.
   d. Associate Members which are not political subdivisions shall have contractual rights under their respective service agreements but shall not be deemed to be constituent members of META within the meaning of Chapter 167 of the Ohio Revised Code, relating to regional councils of governments; provided,

however, that those Associate Members which are receiving Core Services from META shall have the rights of participation in governance as set forth in Article IV of this Constitution. Associate Members shall otherwise be subject to all provisions of the META Constitution and By-Laws relating to members, unless specifically excluded therefrom.

D. Withdrawal of Membership

1. A member school district may withdraw effective June 30, of a year, if written notice of intent to withdraw is provided to the Board of Directors by July 1, of the year prior to the intended effective date. This date and twelve-month time period is set to ensure continuity of programs and fiscal responsibility. The financial obligation during the 12-month period prior to the withdrawal date shall be the normal charges, per the current Basic Fee Schedule, assuming usual district utilization of services throughout the entire withdrawal period. In the absence of normal district utilization of services throughout the entire withdrawal period, the financial obligation shall be based upon utilization during the last 12-month period of actual normal district utilization per the current Basic Fee Schedule and policy of the Board of Directors. A withdrawing district shall also be responsible for any prorata portion of long-term debt previously incurred by the Association on behalf of the district, as determined by the Board of Directors.
2. In the alternative to III(D)(1) above, a Member may withdraw upon giving 120 days written notice of its intent to withdraw if the Member provides such notice within 30 days of receiving notice of an increase in its dues or assessments for elsewhere defined Member Services (i.e. those services defined by the Ohio Administrative Code as Core Services).
3. The META Board of Directors, in its sole discretion, may grant an expedited withdraw and/or waive the notification requirements for a withdrawing Member so long as said Member is not delinquent in its payments of any and all dues, assessments and the like through the term of its membership.
4. Any decision to withdraw from META must be made by duly adopted resolution of the board of education or equivalent governing body of the Member.

E. Disqualification. A Member may be disqualified from Membership if two-thirds of the Board of Directors votes in favor of such disqualification. The services and benefits furnished by META shall be withdrawn at any time within 180 days following notification of such disqualification at the discretion of the Board. Upon disqualification, the disqualified Member shall be liable for all dues, assessments and the like incurred through the Board determined disqualification date.

F. Effect of Withdraw or Disqualification. A Member that withdraws or is disqualified must return to META any equipment furnished to the Member by TRECA, MEC, SEOVEC, MDECA or the Association but not owned by the Member in as good a condition as when received by the Member, less normal wear. Such Member shall be liable for all obligations incurred by the Member.

G. A member that withdraws or is disqualified will be liable for all costs and obligations of any other outstanding contractual agreements, i.e. VOIP, wireless connectivity.

IV. General Assembly

A. Purpose and Powers

1. The General Assembly shall be established from the Full Members and those Associate Members receiving Core Services of the for the purpose of serving as

a deliberative and advisory body of the Association.

2. The sole authority of the General Assembly is to discuss and may make recommendations to the Board of Directors regarding the following subjects:
   a. services rendered by the Association;
   b. a Basic Fee Schedule;
   c. new Association ventures;
   d. the election of officers as provided in the By-Laws;
   e. the annual estimate and apportionment of Association Costs;
   f. the annual Association budget; and
   g. other matters referred to the General Assembly by the Board of Directors or Chief Executive Officer.

B. Delegates. Each Member described in Section A.1 of this Article shall be entitled to one delegate in the General Assembly. In every instance, the Member's superintendent (or equivalent official) or his/her designee shall serve as the Member's Delegate to the Assembly.

C. Meetings. The General Assembly shall be convened to meet and discuss the business and operations of the Association on an annual basis at a time and place as determined by META's Board of Directors. Member's Delegates will receive advance notice of the date, time and place of meetings of the General Assembly.

V. **Board of Directors.** The Board of Directors shall be the governing body of META.

A. The Board of Directors shall consist of thirteen (13) voting Directors, each a superintendent or business official (treasurer, technology officer or business manager) representing a different Full Member of META. Thereafter, the voting members of the Board of Directors shall be the superintendents or business officials of thirteen (13) Full Members of META that constitute a representative sampling of Full Members and are committed to the ideals embodied by the Association, selected pursuant to methods determined by the Board of Directors. All five regions (Athens, Columbus, Dayton, Marion and Piketon) may be represented on the Board with two members for each region and three at-large members.
   1. The Board of Directors shall fill any vacancies on the Board through a majority member vote.
   2. The Board of Directors shall be limited to terms of five consecutive years.
   3. The Board of Directors shall also include such non-voting ex-officio Directors as are provided for in the Constitution and Bylaws.
   4. Subject to the limitations expressed in paragraph (B) below, the composition of the Board of Directors may be expanded by the Board of Directors.

B. Only the superintendent or business officials of the board of education of a Full Member is eligible to serve as a voting Director of the Board of Directors. All persons serving as voting Directors of the Board of Directors shall serve without compensation. Only voting Directors of the Board of Directors have the right to present motions or cast votes on issues coming before the Board of Directors.

C. Each December, the Board of Directors shall elect new officers to serve for the upcoming calendar year.

D. The President shall be elected by the Board of Directors and shall serve as President of the Board of Directors. The Vice-President shall be elected by the Board of Directors and shall serve as Vice-President of the Board of Directors.

E. The Chief Executive Officer and the Chief Operating Officer shall serve as non-voting ex-officio members of the Board of Directors.

F. Except as provided herein, a quorum of a meeting of the Board of Directors shall consist of a majority of the voting Directors of the Board of Directors. Except as otherwise provided herein, any action of the Board of Directors provided for in this Constitution or the By-Laws may be taken upon a majority vote of the Directors voting at any meeting of the Board of Directors at which a quorum is present.

G. If a vacancy occurs on the Board of Directors, the remaining voting Directors, upon the recommendation of the Chief Executive Officer, shall choose and appoint a replacement voting Director to fill the vacancy.

H. The Board of Directors shall
1. approve new Association ventures;
2. approve and amend the annual Association budget;
3. approve a Basic Fee Schedule;
4. approve the annual estimate and apportionment of Association Costs;
5. elect officers as provided in the By-Laws;
6. amend the Association Constitution;
7. call the General Assembly together as needed; and/or
8. act on any other matter related to the business of the Association.

H. Each new Board Member shall participate in a training program to be trained in the services provided by META and their duties as a Board Member.

I. Officers
1. President. The President shall:
   a. preside at all meetings of the Board of Directors;
   b. work with the Chief Executive Officer and Chief Operating Officer to see that an annual report is prepared on activities of the Association's ventures, present it to the Board of Directors and distribute it to the Members; and
   c. provide liaison between Members and the Board of Directors concerning operations of the Association in the interim between board meetings.
2. Vice-President. The Vice President shall:
   a. preside in the absence of the President;
   b. serve as Vice-President of the Board of Directors; and
   c. succeed to the office of President, should it be vacated before the end of the term.

VI. Dues and Assessments.

The Board of Directors shall establish Membership dues and other assessments, including but not limited to the Association costs.

VII. Amendments to the Constitution

A. The Chief Executive Officer shall notify General Assembly Delegates of any proposed amendment to this Constitution at least five days before the vote of the Board of Directors on said amendment.

B. The Board of Directors shall have the authority to approve, revise, or reject any amendment to this Constitution presented to the General Assembly Delegates in accordance with the preceding paragraph. The approval of two-thirds (2/3) of the total number of voting Directors of the Board of Directors shall be required for the adoption of an amendment as submitted or revised

VIII. **By-Laws.** The Board of Directors shall have the authority to approve, revise, or reject any amendment to the By-Laws by a majority vote of the Directors voting at any meeting of the Board of Directors at which a quorum is present, provided all Directors have been given a written copy of any such proposed change at least three (3) days prior to the meeting.

IX. Fiscal Operations

A. Fiscal Officer

1. The Fiscal Officer of META is the Chief Financial Officer (CFO). The Chief Financial Officer shall be appointed by the Board of Directors and shall report to the Board of Directors. The CFO shall perform those duties:
   a. of a fiscal officer of a Regional Council of Governments, as set forth in the Ohio Revised Code, Section 167.04;
   b. of a fiscal agent of an ITC, as set forth in the Ohio Administrative Code Section 3301-3-07(B)(1)(a)(ii), as applicable; and
   c. described in the Job Description for this position.

   The Chief Financial Officer shall have appropriate experience as deemed by the board of directors. The Board of Directors shall obtain appropriate Employee Theft Coverage that includes coverage for the CFO.

2. Performance of Duties. The Fiscal Officer shall perform all fiscal functions for META. When performing fiscal operations for META, the Fiscal Officer shall be responsible for any or all financial transactions or other activities associated with META, shall maintain financial accounting records of data acquisition site/information technology center activities separately in a manner capable of being audited, and shall hold, in the name of META, title to equipment owned by META. All financial transactions and accounting procedures shall be performed in compliance with all applicable provisions of the Ohio Revised Code, Chapter 3301-3 of the Ohio Administrative Code and requirements of the Auditor of State.

B. Change of Fiscal Officer

1. In the event of the Fiscal Officer's resignation, incapacitation or discharge, the Board of Directors shall appoint by a majority vote, a qualified replacement; or
2. In the event that the Board of Directors determines that the fiscal agent duties should be transferred from the Chief Financial Officer to a Full Member board of education, to be thereby designated by the Board of Directors as the custodian of funds for the Association, a Fiscal Agent shall be appointed by a majority vote of the Directors with the consent of the board of education of the Full Member to be designated as the new Fiscal Agent. The Full Member to be appointed the new Fiscal Agent shall be represented by its superintendent as one (1) of the voting Directors.

C. Indemnity

1. The Association may purchase a policy or policies of insurance insuring board, or members of Board of Directors, officers, administrators, teachers or any other group of employees employed by the Association against liability on account of damages or injury to persons and property resulting from any act or omission of such board or entity, or such individual in his official capacity as a member or employee of the Association resulting solely out of his membership on, or employment by the Board of Directors.

2. The Association shall, except for findings for recovery in an audit report pursuant to section 117.28 of the Revised Code, indemnify, defend, and hold harmless any person included in division (1) of this section against all civil demands, claims, suits, and legal proceedings, whether threatened or instituted, and defend such person against any criminal legal proceedings, whether threatened or instituted, that arise from the acts or omissions of such person while acting within the scope of the person's employment by the Association and in the good faith belief that such conduct was lawful and in the best interests of the Association, except that expenditures and obligations under this division shall not exceed the amounts appropriated for such purposes.

D. Fiscal year. The fiscal year of META shall begin on the first day of July and shall end on the thirtieth day of June of the following year.

E. Ownership. All equipment, buildings, furniture and other goods acquired by META shall be held by META (or by an entity appointed to be the fiscal agent for META, if any) in trust for the Full Members, but acquisition, replacement, operation, use and disposition shall be subject to the applicable provisions of this Constitution. Any Member withdrawing or disqualified from the Association forfeit any claim to the Association's assets. In the event of dissolution of META, all then-current Full Members shall share in the net (i.e., after Association debts are satisfied) assets liquidation in a ratio proportionate to their last twelve months financial contributions and obligations to the Association, and they shall likewise participate in proceeds from the sale of assets upon liquidation.

X. **Savings Clause.** In the event that any part of this Constitution, or the By-laws laws adopted pursuant to this Constitution is judged to be inconsistent with law by any agency of the state, inoperative by a court of competent jurisdiction, or is invalidated by a change in the law of the State of Ohio, the remaining portion of the Constitution and By-laws will remain in full force and affect.

XI. **Future Mergers.** All future mergers of META shall go through full financial and organizational vetting conducted in conjunction with an outside accounting firm with prior merger expertise. Mergers shall occur when the Directors, at a regular meeting of the Board of Directors, or one called for such purpose, vote by majority vote of the total number of voting Directors of the Board of Directors.

XII. **Dissolution.** A dissolution of META shall occur when the Directors, at a regular meeting of the Board of Directors, or one called for such purpose, vote by majority vote of the total number of voting Directors of the Board of Directors to dissolve META.

EXHIBIT B

META BYLAWS

[on following pages]

meta SOLUTIONS

MARION OFFICE
100 Executive Drive
Marion, OH 43302
P: 740 389 4798
F: 740 389 4517

COLUMBUS OFFICE
2100 Citygate Drive
Columbus, OH 43219
P: 614 473 8300
F: 614 473 8324

BY-LAWS OF META

I. Membership of the General Assembly

A. Delegates to the General Assembly shall be the superintendent (or equivalent official) or designee from each Full Member and Associate Member receiving Core ITC services from META.

B. Each Member shall make best efforts to provide by June 1 of each year a roster of official Delegates.

II. Officers of the General Assembly.

The Officers of the General Assembly shall be the President and Vice President of the Board of Directors and such other Officers as the Board of Directors may from time to time designate.

III. Administrative Organization

A. Chief Executive Officer. The Chief Executive Officer is the chief administrative officer of the META and, as such, is directly responsible to the Board of Directors for the administration of META's policies, rules, and regulations. Subject to the approval of the Board of Directors and pursuant to the procedures contained in these By-Laws, the Chief Executive Officer shall exercise the authority conferred upon META as a Data Acquisition Site/Information Technology Center and as a Regional Council of Governments in accordance with applicable provisions of the Ohio Revised Code and the Ohio Administrative Code. The CEO shall have the power to employ, remove and suspend all and employees, not appointed by the Board of Directors, to determine the duties and responsibilities of such persons, to create such titles for such persons as such officer may deem desirable to enable them to execute their duties and responsibilities, and to fix and change the compensation of such persons.

1. Qualifications of the Chief Executive Officer. The qualifications shall conform to the criteria determined by the Board of Directors and stated in the Job Description.
2. Preparation of Agendas. It is the desire of the Board of Directors that the agenda for an official meeting be prepared by the Chief Executive Officer and be received at least 48 hours prior to the meeting.
3. Minutes of Meetings. The Chief Executive Officer or his designee shall keep official minutes of every meeting of the General Assembly, the Board of Directors, and any committee. The President or the Chief Executive Officer shall report the minutes of any of the foregoing to the next meeting of such body as well as to the next meeting of the Board of Directors.

B. Chief Operating Officer. The Executive Director of the Metropolitan Educational Council ("MEC") immediately prior to MEC's merger with META shall serve as the Chief Operating Officer of META for such period of time, and with such duties and responsibilities, as determined by the Board of Directors. The Chief Operations Officer shall report to the Board of Directors.

IV. Committees

A. Ad Hoc Committees. The Board of Directors must authorize all Ad Hoc Committees.
   1. The President shall appoint all Ad Hoc Committees with the counsel of the Chief Executive Officer.
   2. Ad Hoc Committees shall serve only until the task or reason for their establishment has been performed or fulfilled or until terminated by action of the Board of Directors.

B. Authority of Committees. No committee has the authority to take any official action. Committees make recommendations for consideration by the General Assembly or for official action by the Board of Directors.

V. Fiscal Policies

A. Financial Reporting

   1. No later than the May meeting of the Board of Directors each year, the Chief Executive Officer and Treasurer shall submit a three-year projection and a proposed budget/appropriation for the next fiscal year. The budget/appropriation will show the estimated receipts and expenses of the Association and will list how much money is projected to be needed in each category.
   2. The Chief Executive Officer is authorized to make expenditures and commitments according to the Constitution and By-Laws and in harmony with administrative and operative plans as approved by the Board of Directors as specified in the budget. Expenditures shall not exceed income on an annual basis from any fund without prior approval of the Board of Directors.
   3. The Treasurer shall also report in writing on an at least quarterly basis the following information by fund:
      a. A list of all bills and salaries, the amount, to whom paid and for what purpose shall be supplied to the Board of Directors.
      b. A financial report showing all month-to-date and year-to-date receipts and expenditures including the beginning and closing balances shall be supplied to the General Assembly.
   4. Following the May meeting of the Board of Directors each year, the Members shall be supplied with the three-year projection described in Section 1, Paragraph A of this Article.

B. Facilities. META shall provide such facilities as the Board of Directors deems necessary and appropriate. When the Board of Directors determines to undertake to build, repair, enlarge, improve or demolish facilities, such activity shall be undertaken for META's Full Members, under and in conformance with:

   1. Ohio Rev. Code § 3313.46, as applicable to META's city, local, and exempted village school district Members;
   2. the agreement establishing META, pursuant to Ohio Rev. Code §167.01 (META's Constitution); and
   3. other pertinent delegations of authority to META, if any, by META's Members.

VI. Notice of Meetings

A. Public Meetings. All meetings of the Board of Directors and any committees appointed by the Board of Directors are open to the public as required by Ohio law. Executive Sessions may be called in accordance with Ohio law. Due notice of all meetings of the Board or Board-appointed committees will be given to the press and the public. Such notice may be given by any method reasonably calculated to provide notice of the meetings, such as providing written notice to the press for publication, posting notices on the META website and/or in areas accessible to the public, and/or providing notice by regular U.S. mail or e- mail to those persons who have requested such notice pursuant to these Bylaws.

1. Regular Meetings. A notice of the time and place of regularly scheduled meetings will be established at the organizational meeting each year. Any change in time or place of a regular meeting will be given to the media and those persons requesting advance personal notice pursuant to these By-laws at least twenty-four hours prior to the meeting.
2. Special Meetings. Special meetings shall not be held unless at least twenty-four hours advance notice of the time, place, and purpose of the special meeting is given to any news media that have requested notification, except in the event of an emergency requiring immediate official action. In the event of such an emergency, the person calling the meeting shall notify the news media that have requested notification immediately of the time, place, and purpose of the meeting.

B. Contact. By contacting the Chief Executive Officer at 100 Executive Drive, Marion, Ohio 43302, (740) 389-4798:

1. Any person may obtain the time and place of any regular meeting and the time, place and purpose of any special meeting,
2. Any news media representative may request advance notice of any special meeting, and
3. Any person may, upon payment of a reasonable fee or upon providing a sufficient number of self-addressed, stamped envelopes, request reasonable advance notice of all meetings at which a specific type of business is to be discussed.

OLENTANGY LOCAL SCHOOL DISTRICT
FINANCIAL STATEMENTS
APRIL 2018

Emily Hatfield
Treasurer/CFO

OLENTANGY LOCAL SCHOOL DISTRICT
FINANCIAL STATEMENTS
APRIL 2018

Comparative Statement of Receipts and Expenditures
Investments
Bank Reconciliation
Fund Balances
Financial report by Fund/SCC
Financial Detail (FINDET) by Object Code for General Fund
General Fund Expenditures Summary
Appropriation Account Summary
Check Register Detail

OLENTANGY LOCAL SCHOOL DISTRICT
COMPARATIVE STATEMENT OF RECEIPTS AND EXPENDITURES
GENERAL FUND (001)
FISCAL YEAR 2017-2018

	Current Month Ending 4/30/2018	Fiscal Year to Date 7/1/17 - 6/30/18	Expected 4/30/2018	Act vs. Expected	Difference	Budgeted Fiscal Year 7/1/17 - 6/30/18	% of Budget
Beginning Balance	$ 128,164,174	$ 69,095,416				$ 69,095,416	
RECEIPTS:						*	
Real Estate Taxes	$ 16,974	$ 162,788,531	$ 153,593,130	106%	$ 9,195,401	$ 153,593,130	**105.99%**
Public Utility Personal Property	$ -	$ 10,980,008	$ 10,779,407	102%	$ 200,601	$ 10,779,407	**101.86%**
Unrestricted Grants-In-Aid	$ 862,879	$ 10,882,737	$ 10,637,538	102%	$ 245,199	$ 12,489,445	**87.14%**
Restricted Grants-In-Aid	$ 17,580	$ 186,608	$ 181,378	103%	$ 5,230	$ 321,034	**58.13%**
Property Tax Allocation	$ -	$ 8,609,626	$ 8,556,845	101%	$ 52,781	$ 17,348,549	**49.63%**
All Other Operating Revenue	$ 426,581	$ 25,499,541	$ 24,516,083	104%	$ 983,458	$ 25,881,935	**98.52%**
All Other Financing Sources	$ -	$ 3,502	$ 711	493%	$ 2,791	$ 25,000	**14.01%**
Total Receipts	$ 1,324,014	$ 218,950,553	$ 208,265,092	105%	$ 10,685,461	$ 220,438,500	**99.33%**
EXPENDITURES:						*	
Personal Services	$ 10,524,021	$ 107,533,717	$ 107,614,886	100%	$ (81,169)	$ 130,422,154	**82.45%**
Retirement/Benefits	$ 4,344,759	$ 42,679,849	$ 42,535,802	100%	$ 144,047	$ 51,689,062	**82.57%**
Purchased Services	$ 1,468,078	$ 11,449,390	$ 11,838,053	97%	$ (388,663)	$ 14,820,784	**77.25%**
Supplies, Materials, Textbooks	$ 387,936	$ 4,334,944	$ 4,900,162	88%	$ (565,218)	$ 6,451,526	**67.19%**
Capital Outlay	$ 9,822	$ 316,587	$ 209,290	151%	$ 107,297	$ 360,350	**87.86%**
Debt - principal & interest HB264	$ -	$ 63,940	$ 64,000	100%	$ (60)	$ 64,000	**99.91%**
Other Expenditures	$ 787,618	$ 9,701,588	$ 9,271,650	105%	$ 429,938	$ 11,182,659	**86.76%**
Total Expenditures	$ 17,522,234	$ 176,080,015	$ 176,433,843	100%	$ (353,828)	$ 214,990,535	**81.90%**
Revenue Over (Under) Expenditures	$ (16,198,220)	$ 42,870,538					
Ending Balance	$ 111,965,954	$ 111,965,954					
Outstanding Encumbrances	$ 7,861,057						
Unencumbered Ending Balance	$ 104,104,897						

***Budgeted amounts are based on the October 2017 forecast.**

OLENTANGY LOCAL SCHOOL DISTRICT
COMPARATIVE STATEMENT OF RECEIPTS AND EXPENDITURES
GENERAL FUND (001)
FISCAL YEAR 2017-2018

REVENUE:

Real Estate Taxes:	Any growth in real estate revenue is generated by new construction and increased collections percentage. First half, or final settlement of real estate taxes will be received in March.
Public Utility Personal Property:	Revenue in this line will primarily be made up of Personal Property Utility Tax collections, which is a tax on the tangible personal property used in the operations of a public utility company, such as telephone and electric lines.
Unrestricted Grants (State Foundation):	The October forecast includes the impact of House Bill 49. The current State funding formula calcuates that Olentangy should receive over $50 million in state basic aid, unfortunately with the cap on funding growth of 5.5% for FY18 and 5.8% for FY19, this limits the basic aid for Olentangy over the next two years. The District appreciates any additional funding, but the cap will not even allow the growth in state funding to keep up with our current enrollment growth nor the unfunded growth we've experienced over the past decade. Casino Tax Revenue will be received in January and August. Revenue in this line includes state funding outside of the formula for preschool special education.
Restricted Grants (State Foundation):	Revenue in this line is Career Technical funding received from the state and reimbursement for Excess Cost and Catastrophic Aid.
Property Tax Allocation:	This line includes Homestead and Rollback reimbursement received from the state. Second half Homestead and Rollback will be received by October. A change in valuation causes a change in the reimbursement as the reimbursement is based on property valuation and collections.
All Other Operating Revenue:	This line includes TIF payments, payments in lieu of, income tax sharing, interest income and other revenue. Collection of these funds are dependent on RE collections, timing of CRA payment agreements and income tax sharing agreements. TIF revenue is driven by commercial property values, most significantly in the Polaris TIF area.

EXPENDITURES:

Personal Services:	The District is continually working to maximize learning for every student, while maintaining fiscal responsibility. This is evidenced by our cost per pupil continuing to rank near the lowest in central Ohio. Administration continues to look for efficiencies in Personal Services while still delivering the same level of service to our students and the community.
Retirement/Benefits:	Insurance expenditures are dependent upon employee enrollment in the insurance plan, utilization of the high deductible option, and the districts' claims experience. An 5% premium rate increase will affect calendar year 2018. Renewal rates take effect in December of each fiscal year.
Purchased Services:	About half of Purchased Services are related to ESC purchased services and utility services which include telephone, gas, electric and water/sewer. This line also accounts for several deductions of state funding by ODE, the most significant of which is for community school students.
Materials/Supplies:	The majority of expenses in this line are for teaching aides, textbooks, office supplies, maintenance supplies for the buildings, and fuel for the transportation department. These expenditures are primarily driven by building and department purchase orders, the timing of which vary based upon need.
Capital Outlay:	The majority of these expenditures are for care and upkeep of buildings, as well as some equipment and technology purchases.
Other Expenditures:	The county auditor and treasurer fees the District is required to pay for the collection of taxes and ESCCO services for preschool special education needs comprise the majority of the expenditures in this category.

OLENTANGY LOCAL SCHOOL DISTRICT
INVESTMENTS
APRIL 2018

Description	Type	Yield	Cost Basis Amount	Market Value	Interest Date
First Commonwealth Bank	OP	1.31%	10,281,067.15	10,281,067.15	Monthly
First Commonwealth Bank	*	0.00%	609,969.16	609,969.16	Monthly
CDARS		1.85%	6,000,000.00	6,000,000.00	Monthly
STAR OHIO (Acct #15464)		1.81%	67,829,458.74	67,829,458.74	Monthly
STAR OHIO Plus (Acct #9260)		1.88%	2,511,352.06	2,511,352.06	Monthly
PNC Bank		0.71%	47,889.71	47,889.71	Monthly
Huntington		0.00%	80,111.42	80,111.42	Monthly
RedTree Investments	OP	1.72%	85,639,783.08	85,438,474.92	Monthly
RedTree Investments	CAP	1.81%	4,183,263.63	4,194,173.07	Monthly
RedTree Investments	CON	1.20%	24,600,695.83	24,571,190.05	Monthly
			$ 201,783,590.78	$ 201,563,686.28	

* Payroll, Self Insurance, Worker's Compensation, On-line Depository

OLENTANGY LOCAL SCHOOL DISTRICT
BANK RECONCILIATION
APRIL 2018

Per bank statements:		
First Commonwealth Bank	$	10,891,036.31
CDARS		6,000,000.00
Star Ohio		70,340,810.80
PNC Bank		47,889.71
Huntington		80,111.42
RedTree Notes		114,423,742.54
Outstanding Checks		(2,665,144.37)
Outstanding deposits		
Adjusted bank balance	$	199,118,446.41
Balance per OLSD books	$	199,075,156.95
Deposits made; receipt not booked		43,289.46
Adjusted book balance	$	199,118,446.41
Difference		0.00

OLENTANGY LOCAL SCHOOL DISTRICT
FUND BALANCES
APRIL 2018

FUND	FUND DESCRIPTION	BEGINNING BALANCE	FYTD RECEIPTS	FYTD EXPENDITURES	FUND BALANCE
001	General	69,095,415.53	218,886,552.64	176,016,079.66	111,965,888.51
002	Debt Service	22,732,701.35	53,642,362.17	47,250,280.28	29,124,783.24
003	Permanent Improvement	6,075,843.06	6,665,469.70	6,172,582.07	6,568,730.69
004	Building - Bonds	55,722,686.55	653,801.73	31,681,551.94	24,694,936.34
006	Food Services	1,495,919.31	7,727,549.90	7,292,245.02	1,931,224.19
007	Special Trust	120,092.73	58,402.82	37,214.01	141,281.54
008	Endowment	20,340.36	155.47	-	20,495.83
009	Uniform School Supplies - Student Fees	908,711.80	1,791,014.17	1,077,845.22	1,621,880.75
011	Rotary Fund - Special Services	227,456.73	22,821.00	-	250,277.73
018	Public Support - Principal Funds	563,080.26	516,209.16	403,290.10	675,999.32
019	Other Grant - OEF	19,388.60	48,481.25	48,691.56	19,178.29
022	Agency - OHSAA Tournaments	7,482.36	63,664.00	63,040.00	8,106.36
024	Self-Insured Health	14,732,758.73	29,974,159.79	25,737,187.55	18,969,730.97
027	Self-Insured Workman's Comp	1,236,905.19	-	186,205.59	1,050,699.60
200	Student Managed Activities	852,849.52	772,473.02	655,237.45	970,085.09
300	District Managed Activites	1,088,194.66	904,930.42	725,603.57	1,267,521.51
401	Auxiliary Schools	156,426.66	140,753.51	212,186.45	84,993.72
451	State Grant - Data Communications	41,400.00	41,400.00	62,100.00	20,700.00
516	Federal Funds - IDEA	(316,194.17)	2,686,026.70	2,606,062.84	(236,230.31)
551	Federal Funds - Limited English Proficiency	-	66,130.47	75,737.99	(9,607.52)
572	Federal Funds - Title I Disadvantaged Children	(112,317.40)	277,683.71	202,209.86	(36,843.55)
587	Federal Funds - IDEA Preschool	-	98,518.08	98,518.08	-
590	Federal Funds - Improving Teacher Quality	(25,315.90)	181,285.74	184,645.19	(28,675.35)
599	Federal Funds - Other Federal Grants	-	6,222.00	6,222.00	-
Total		**174,643,825.93**	**325,226,067.45**	**300,794,736.43**	**199,075,156.95**

OLENTANGY LOCAL SCHOOL DISTRICT
FINANCIAL REPORT BY FUND/SCC
APRIL 2018

FUND	SCC	Description	Beginning Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
001	0000	GENERAL FUND	68,811,842.80	1,324,014.37	218,886,552.64	17,522,234.45	176,016,079.66	111,682,315.78	7,861,056.80	103,821,258.98
001	9194	STATE TRANSPORTATION REIMBURSEMENT	283,572.73	-	-	-	-	283,572.73	-	283,572.73
002	0000	BOND RETIREMENT	22,732,701.35	18,575,824.19	53,578,362.17	18,862,223.65	47,186,340.89	29,124,722.63	150.00	29,124,572.63
002	9001	HB264	-	-	64,000.00	-	63,939.39	60.61	-	60.61
003	9000	Permanent Improvement	4,950,364.01	-	-	111,985.98	1,409,382.56	3,540,981.45	574,051.32	2,966,930.13
003	9217	PERM IMPROVE LEVY	1,125,478.09	321.27	3,890,948.52	(48,130.51)	1,988,677.37	3,027,749.24	2,243,892.29	783,856.95
003	9264	HB264	0.96	55,914.03	2,774,521.18	81,493.70	2,774,522.14	-	40,125.48	(40,125.48)
004	9208	MARCH 2008 BOND ISSUE	20,553.32	-	-	-	-	20,553.32	-	20,553.32
004	9211	May 2011 Bond Issue	3,849.57	-	-	-	-	3,849.57	755.45	3,094.12
004	9216	June 2016 Bond Issue	55,698,283.66	109,549.68	653,801.73	1,969,075.71	31,681,551.94	24,670,533.45	14,659,145.23	10,011,388.22
006	0000	LUNCHROOM FUND	1,495,919.31	889,782.50	7,727,549.90	748,152.42	7,292,245.02	1,931,224.19	845,879.33	1,085,344.86
007	9001	PRESCHOOL EMPLOYEE BENEFIT	1,320.69	-	-	-	-	1,320.69	-	1,320.69
007	9004	BOARD EMPLOYEE BENEFITS	324.03	54.54	959.81	-	-	1,283.84	-	1,283.84
007	9005	Central Office Flower Fund	125.75	-	-	-	189.59	(63.84)	-	(63.84)
007	9006	CUSTODIAN EMPLOYEE BENEFITS	2,679.55	70.94	274.98	-	539.20	2,415.33	125.00	2,290.33
007	9008	BUS GARAGE EMPLOYEE BENEFITS	6,837.97	243.73	1,876.59	-	2,594.84	6,119.72	-	6,119.72
007	9010	SPECIAL TRUST - MISC. DONATIONS	952.29	-	-	-	-	952.29	-	952.29
007	9095	MCCONNELL SCHOLARSHIP	1,424.69	-	-	-	-	1,424.69	-	1,424.69
007	9100	S.E.S. EMPLOYEE BENEFITS	173.00	-	-	-	-	173.00	-	173.00
007	9105	W.R.E.S. EMPLOYEE BENEFITS TRUST	3,562.68	9.90	193.40	171.41	1,110.48	2,645.60	248.97	2,396.63
007	9110	A.C.E. EMPLOYEE BENEFITS	4,240.97	76.49	1,063.13	-	267.08	5,037.02	1,400.06	3,636.96
007	9115	S.R.E. EMPLOYEE BENEFITS	2,804.38	50.16	2,928.40	-	597.14	5,135.64	494.52	4,641.12
007	9120	A.E.S. EMPLOYEE BENEFITS	4,341.85	51.03	2,022.37	357.00	1,795.82	4,568.40	1,200.00	3,368.40
007	9125	OAK CREEK ELEM. - EMPLOYEE BENEFITS	2,899.72	39.67	287.39	-	2,961.70	225.41	-	225.41
007	9130	T.R.E.S. EMPLOYEE BENEFITS	474.42	29.06	722.42	58.88	444.87	751.97	646.87	105.10
007	9135	EMPLOYEE BENEFITS	2,785.73	28.06	478.51	38.00	1,037.13	2,227.11	957.55	1,269.56
007	9140	EMPLOYEE BENEFITS	565.15	58.39	2,492.31	671.37	1,740.71	1,316.75	874.54	442.21
007	9145	GLEN OAK - EMPLOYEE BENEFIT	1,442.17	25.18	1,622.37	273.15	1,010.81	2,053.73	1,000.00	1,053.73
007	9150	MEADOWS EMPLOYEE BENEFITS	5,455.04	24.10	1,677.56	(150.00)	820.49	6,312.11	629.69	5,682.42
007	9155	EMPLOYEE BENEFITS - LIBERTY TREE E.S.	2,381.03	52.00	8,051.40	108.82	2,985.21	7,447.22	1,838.35	5,608.87
007	9160	JOHNNYCAKE CORNERS EMPLOYEE BENEFITS	4,573.40	62.43	565.98	-	659.58	4,479.80	600.00	3,879.80
007	9165	FTES EMPLOYEE BENEFITS	6,246.44	46.26	315.87	-	138.92	6,423.39	79.17	6,344.22
007	9170	CES EMPLOYEE BENEFITS	356.57	22.60	4,029.68	143.18	3,563.78	822.47	200.00	622.47
007	9175	EMPLOYEE BENEFITS - HERITAGE ELEMENTARY	4,349.92	38.38	305.98	49.05	627.58	4,028.32	1,114.68	2,913.64
007	9200	OSMS EMPLOYEE BENEFITS POP MACHINE	870.44	270.12	2,270.48	-	1,655.77	1,485.15	300.00	1,185.15
007	9205	OLMS EMPLOYEE BENEFITS	766.59	299.53	3,568.31	85.88	3,329.10	1,005.80	250.00	755.80
007	9210	EMPLOYEE BENEFITS - ORANGE M.S.	4,604.36	4.46	1,178.86	-	395.62	5,387.60	300.00	5,087.60
007	9215	EMPLOYEE BENEFITS - HYATTS M.S.	1,894.89	37.03	1,344.88	-	1,281.89	1,957.88	600.00	1,357.88
007	9220	EMPLOYEE BENEFITS - BERKSHIRE MIDDLE SCHOOL	4,452.70	135.04	2,461.96	46.25	1,640.95	5,273.71	700.00	4,573.71
007	9300	HS EMPLOYEE BENEFITS - POP MACHINE	7,767.72	679.56	4,514.88	1,514.00	4,132.88	8,149.72	1,000.00	7,149.72
007	9305	EMPLOYEE BENEFITS	1,943.14	115.84	6,678.77	81.97	1,400.50	7,221.41	800.00	6,421.41
007	9310	OOHS - EMPLOYEE BENEFITS	2,608.02	57.27	997.71	498.50	591.23	3,014.50	300.00	2,714.50
007	9400	Student Teacher	35,063.34	650.00	5,400.00	-	-	40,463.34	-	40,463.34
007	9500	OLENTANGY ACADEMY EMPLOYEE BENEFITS	(195.91)	0.42	118.82	-	(298.86)	221.77	221.35	0.42
008	9001	EFFIE & LOUISE G. VIERS SCHOLARSHIP FUND	20,340.36	31.30	155.47	-	-	20,495.83	-	20,495.83
009	9020	Summer School Fees	305,840.35	35,665.00	149,460.00	-	112,188.84	343,111.51	-	343,111.51
009	9105	UNIFORM SCHOOL SUPPLIES-WYANDOT ELEMENTARY	15,214.21	90.00	16,500.00	330.88	16,112.97	15,601.24	2,150.00	13,451.24
009	9110	UNIFORM SCHOOL SUPPLIES-ALUM CREEK ELEMENTARY	4,998.40	150.00	15,270.00	1,344.83	15,225.28	5,043.12	109.37	4,933.75
009	9115	UNIFORM SCHOOL SUPPLIES-/SCIOTO RIDGE ELEM.	3,702.20	270.00	14,910.00	77.00	14,231.05	4,381.15	1,435.71	2,945.44
009	9120	UNIFORM SCHOOL SUPPLIES-ARROWHEAD ELEMENTARY	1,070.96	450.00	13,410.00	974.38	12,494.77	1,986.19	30.14	1,956.05
009	9125	UNIFORM SCHOOL SUPPLIES-OAK CREEK ELEMENTARY	733.80	390.00	18,600.00	90.99	17,509.07	1,824.73	1,477.87	346.86
009	9130	UNIFORM SCHOOL SUPPLIES-TYLER RUN ELEMENTARY	8,257.57	330.00	18,300.00	581.79	17,970.90	8,586.67	3,253.92	5,332.75
009	9135	UNIFORM SCHOOL SUPPLIES-WALNUT CREEK ELEM.	23,363.89	420.00	19,530.00	1,569.45	16,554.16	26,339.73	2,502.83	23,836.90
009	9140	UNIFORM SCHOOL SUPPLIES-INDIAN SPRINGS ELEM.	1,751.38	60.00	18,660.00	199.33	18,210.66	2,200.72	473.93	1,726.79
009	9145	UNIFORM SCHOOL FEES-GLEN OAK ELEMENTARY	3,536.80	180.00	15,467.00	-	13,246.03	5,757.77	2,559.55	3,198.22
009	9150	UNIFORM SUPPLIES - OLENTANGY MEADOWS	4,757.32	540.00	19,770.00	-	19,303.71	5,223.61	-	5,223.61
009	9155	UNIFORM SCHOOL SUPPLIES - LIBERTY TREE E.S.	3,606.07	60.00	16,440.00	97.89	14,264.40	5,781.67	1,215.62	4,566.05
009	9160	UNIFORM SCHOOL SUPPLIES - JOHNNYCAKE E.S.	10,746.84	288.00	19,128.00	-	18,673.14	11,201.70	-	11,201.70
009	9165	FTES SCHOOL SUPPLIES	4,455.49	60.00	17,610.00	-	16,758.83	5,306.66	1,624.52	3,682.14
009	9170	CES SCHOOL SUPPLIES	1,448.42	150.00	21,240.00	-	21,180.06	1,508.36	-	1,508.36
009	9175	UNIFORM SCHOOL SUPPLIES - HERITAGE ES	8,129.44	120.00	21,455.00	244.95	18,546.21	11,038.23	468.00	10,570.23
009	9200	UNIFORM SCHOOL SUPPLIES-SHANAHAN MIDDLE SCH.	39,140.89	1,198.00	64,620.00	3,933.10	46,542.06	57,218.83	8,386.45	48,832.38
009	9205	UNIFORM SCHOOL SUPPLIES-LIBERTY MIDDLE SCH.	67,080.11	1,880.00	65,061.50	2,622.13	50,418.02	81,723.59	12,760.80	68,962.79
009	9210	UNIFORM SCHOOL SUPPLIES-ORANGE MIDDLE SCHOOL	29,697.98	2,224.98	49,214.08	4,575.74	31,704.26	47,207.80	15,322.28	31,885.52
009	9215	UNIFORM SCHOOL SUPPLIES - HYATTS M.S.	31,042.33	1,538.49	48,739.36	1,758.73	37,443.81	42,337.88	11,204.17	31,133.71
009	9220	UNIFORM SCHOOL SUPPLIES - BERKSHIRE MS	31,303.38	1,018.00	55,501.50	4,921.14	33,177.70	53,627.18	14,124.72	39,502.46
009	9300	UNIFORM SCHOOL SUPPLIES-OLENTANGY HIGH SCHOOL	98,394.86	23,423.07	357,379.58	12,967.30	168,185.87	287,588.57	207,977.19	79,611.38
009	9305	UNIFORM SCHOOL SUPPLIES-LIBERTY HIGH SCHOOL	154,638.33	30,540.43	380,078.16	27,041.61	184,910.97	349,805.52	181,314.35	168,491.17
009	9310	OOHS - UNIFORM SCHOOL SUPPLY	41,537.07	31,805.35	353,429.99	26,728.22	154,767.59	240,199.47	215,414.48	24,784.99
009	9500	UNIFORM SCHL SUPPLIES Olentangy Academy	14,263.71	382.50	1,240.00	1,245.44	8,224.86	7,278.85	4,190.77	3,088.08
011	0000	ROTARY FUND - HOUSE RENTAL	122,129.53	-	10,631.00	-	-	132,760.53	-	132,760.53
011	9000	SUMMER CAMPS	105,327.20	5,185.00	12,190.00	-	-	117,517.20	-	117,517.20
018	9001	PRESCHOOL SUPPORT	410.92	-	784.48	-	-	1,195.40	-	1,195.40
018	9105	W.R.E.S. PRINCIPAL FUND	26,843.94	467.99	3,930.94	1,397.02	3,393.35	27,381.53	13,255.89	14,125.64
018	9110	ACE PRINCIPAL'S FUND	18,720.83	1,540.00	39,445.73	207.88	31,500.76	26,665.80	9,365.38	17,300.42
018	9115	S.R.E. PRINCIPAL'S FUND	8,216.04	-	4,792.48	170.12	8,867.66	4,140.86	2,175.65	1,965.21
018	9120	A.E.S. PRINCIPAL'S FUND	3,312.57	36.32	3,770.08	374.00	636.45	6,446.20	4,583.51	1,862.69
018	9125	OAK CREEK ELEMENTARY PRINCIPAL'S FUND	7,921.48	-	13,586.38	105.88	14,865.19	6,642.67	1,360.97	5,281.70
018	9130	TYLER RUN PRINCIPAL'S FUND	33,523.87	1,238.17	31,914.00	917.93	28,524.27	36,913.60	13,261.60	23,652.00
018	9135	PRINCIPALS FUND	9,503.36	-	9,732.69	3,197.02	12,602.38	6,633.67	4,175.80	2,457.87
018	9140	PRINCIPALS FUND	10,919.12	3,250.00	6,524.85	861.45	(2,051.42)	19,495.39	1,575.17	17,920.22
018	9145	GLEN OAK PRINCIPALS FUND	20,046.72	2,912.00	10,977.74	2,703.36	6,424.11	24,600.35	10,021.82	14,578.53
018	9150	OMES PRINCIPAL'S FUND	24,417.13	(145.84)	3,521.52	-	1,409.07	26,529.58	824.68	25,704.90
018	9155	LIBERTY TREE PRINCIPAL FUND	38,631.85	542.89	22,021.25	13,633.20	38,755.89	21,897.21	9,999.95	11,897.26
018	9160	JOHNNYCAKE CORNERS PRINCIPAL FUND	10,954.37	16.16	31,093.80	11,972.00	27,743.03	14,305.14	1,619.80	12,685.34
018	9165	FTES PRINCIPAL'S FUND	9,903.35	233.48	6,219.63	12,816.80	9,185.30	6,937.68	4,666.55	2,271.13
018	9170	CES PRINCIPAL'S FUND	12,435.53	3,992.00	13,875.56	10.00	8,616.94	17,694.15	4,320.00	13,374.15
018	9175	PRINCIPAL'S FUND - HERITAGE ELEMENTARY	7,164.52	32.41	30,668.81	1,986.28	18,289.64	19,543.69	6,104.72	13,438.97
018	9200	OSMS-PRINCIPAL'S FUND	13,764.05	622.00	15,113.57	1,994.14	9,629.03	19,248.59	8,289.67	10,958.92
018	9201	OMS SCHOLARSHIP FUND	27,447.62	-	2,150.00	2,515.40	2,515.40	27,082.22	-	27,082.22
018	9202	OHMS - OLENTANGY HYATTS SCHOLARSHIP FUND	17,236.02	150.00	2,285.00	-	4,649.00	14,872.02	-	14,872.02
018	9203	OSMS - SCHOLARSHIP FUND	2,690.33	-	4,370.00	-	-	7,060.33	-	7,060.33
018	9204	OBMS Scholarship Fund	412.95	-	9,170.00	-	5,376.00	4,206.95	1,012.50	3,194.45
018	9205	O.L.M.S. PRINCIPALS FUND	5,449.12	-	14,409.92	3,112.18	13,377.53	6,481.51	1,690.00	4,791.51
018	9209	LMS Scholarship Fund	5,206.77	-	-	-	-	5,206.77	-	5,206.77
018	9210	PRINCIPAL'S FUND - ORANGE M.S.	7,519.20	136.95	15,133.69	2,538.02	13,052.71	9,600.18	2,860.19	6,739.99
018	9215	HYATTS M.S. - PRINCIPAL FUND	17,036.88	1,868.95	18,632.35	2,464.20	13,718.06	21,951.17	3,976.63	17,974.54
018	9220	PRINCIPAL'S FUND - BERKSHIRE MS	17,462.48	160.00	13,099.66	(5,066.42)	11,849.21	18,712.93	25,679.72	(6,966.79)
018	9300	H.S. PRINCIPAL'S FUND	53,877.06	1,858.09	71,388.73	6,260.61	25,542.26	99,723.53	45,687.09	54,036.44
018	9305	PRINCIPALS FUND	94,354.68	2,351.97	57,587.29	322.73	44,736.32	107,205.65	33,973.35	73,232.30
018	9310	OOHS PRINCIPAL'S FUND	56,083.36	3,883.26	58,025.01	1,692.85	50,063.11	64,045.26	4,875.82	59,169.44
018	9500	OLENTANGY ACADEMY PRINCIPALS FUND	1,614.14	136.00	1,984.00	(48.00)	18.85	3,579.29	1,433.15	2,146.14
019	9118	SCHOOL NUTRITION GRANT - AMERICAN DAIRY	-	-	7,500.00	-	7,497.10	2.90	-	2.90
019	9200	LPDC	370.00	-	-	-	-	370.00	-	370.00

OLENTANGY LOCAL SCHOOL DISTRICT
FINANCIAL REPORT BY FUND/SCC
APRIL 2018

FUND	SCC	Description	Beginning Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
019	9217	OEF GRANT	3,447.19	-	-	-	1,200.00	2,247.19	-	2,247.19
019	9218	OEF GRANT	-	-	40,981.25	-	36,302.39	4,678.86	2,760.46	1,918.40
019	9306	OLHS SCHOLARSHIP FUND	8,116.09	-	-	-	-	8,116.09	-	8,116.09
019	9317	SERTOMA GRANT	7,050.00	-	-	2,977.07	3,692.07	3,357.93	-	3,357.93
019	9417	DELAWARE ART FESTIVAL GRANT - GLEN OAK	0.36	-	-	-	-	0.36	-	0.36
019	9418	IRES - DELAWARE ARTS FEST. GRANT	116.56	-	-	-	-	116.56	-	116.56
019	9419	Delaware Arts Festival-T.R.	72.35	-	-	-	-	72.35	-	72.35
019	9562	KAUFFMAN CENTER/DECA GRANT - 2004	80.46	-	-	-	-	80.46	-	80.46
019	9563	MARKETING GRANT - HUMAN RESOURCE ASSOCTION OH	135.59	-	-	-	-	135.59	-	135.59
022	9990	OHS OHSAA TOURNAMENT FUND	1,576.68	-	8,536.00	-	8,534.00	1,578.68	812.00	766.68
022	9991	OLHS OHSAA TOURNAMENT FUND	1,483.64	-	26,396.00	-	25,774.00	2,105.64	4,726.00	(2,620.36)
022	9992	OOHS OHSAA TOURNAMENT FUND	4,422.04	-	28,732.00	-	28,732.00	4,422.04	2,000.00	2,422.04
024	0000	EMPLOYEE BENEFITS	14,732,758.73	3,127,460.01	29,974,159.79	2,595,003.16	25,737,187.55	18,969,730.97	241,816.79	18,727,914.18
027	0000	Workers' Compensation Self Insurance	1,236,905.19	-	-	3,350.00	186,205.59	1,050,699.60	97,375.65	953,323.95
200	9003	FORENSICS TEAM - OHS	-	-	835.05	-	-	835.05	500.00	335.05
200	9004	SPEECH TEAM - OLHS	1,752.50	-	270.00	-	125.00	1,897.50	-	1,897.50
200	9014	CLASS OF 2014 - OHS	8,755.34	-	-	-	8,755.34	-	-	-
200	9015	CLASS OF 2015 - OHS	11,922.68	-	-	-	11,922.68	-	-	-
200	9016	CLASS OF 2016 - OHS	2,730.65	-	-	-	2,730.65	-	-	-
200	9017	CLASS OF 2017 - OHS	6,894.43	-	-	-	-	6,894.43	-	6,894.43
200	9018	CLASS OF 2018 - OHS	14,818.58	-	10,428.79	-	13,102.44	12,144.93	2,500.00	9,644.93
200	9019	CLASS OF 2019 - OHS	7,290.62	-	-	12,180.55	15,030.66	(7,740.04)	6,893.55	(14,633.59)
200	9020	CLASS OF 2020 - OHS	5,622.42	-	14,161.68	-	2,945.00	16,839.10	-	16,839.10
200	9021	CLASS OF 2021 - OHS	6,744.69	6,897.29	7,179.19	25.96	1,162.35	12,761.53	-	12,761.53
200	9022	SMS Class of 2022	40,040.78	-	4,738.40	-	-	44,779.18	-	44,779.18
200	9023	CLASS OF 2023 - SMS	25,206.80	-	12,916.40	-	-	38,123.20	-	38,123.20
200	9024	SMS Class of 2024	-	-	20,477.60	-	-	20,477.60	-	20,477.60
200	9100	Olentangy STEM Sisters	2,216.88	-	-	-	876.88	1,340.00	-	1,340.00
200	9104	CLASS OF 2004	1,022.71	-	-	-	-	1,022.71	-	1,022.71
200	9105	CLASS OF 2005	2,447.30	-	-	-	-	2,447.30	-	2,447.30
200	9106	CLASS OF 2006 - OHS	2,937.40	-	-	-	-	2,937.40	-	2,937.40
200	9108	CLASS OF 2008 - OHS	4,093.00	-	-	-	-	4,093.00	-	4,093.00
200	9110	ART CLUB - OHS	447.15	-	865.00	-	343.20	968.95	100.00	868.95
200	9112	ART CLUB - OLMS	255.94	-	-	-	-	255.94	-	255.94
200	9113	ART CLUB - OLHS	261.25	-	-	-	-	261.25	-	261.25
200	9114	ART CLUB - OOMS	588.01	-	-	-	-	588.01	-	588.01
200	9115	OHMS STUDENT COUNCIL	7,873.88	-	5,955.27	210.00	5,937.49	7,891.66	1,000.00	6,891.66
200	9116	OHMS - ART CLUB	817.81	-	-	-	-	817.81	-	817.81
200	9117	ART CLUB - OOHS	393.96	1,033.36	2,736.36	578.86	941.36	2,188.96	5.00	2,183.96
200	9118	OBMS ART CLUB	233.24	-	-	-	-	233.24	-	233.24
200	9119	SCIENCE OLYMPIAD - OLHS	35.00	-	-	-	-	35.00	-	35.00
200	9120	SCIENCE OLYMPIAD - OHS	1,249.05	-	8,024.00	1,410.80	7,819.99	1,453.06	1,159.89	293.17
200	9121	ART THERAPY CLUB - OLHS	109.72	-	-	-	-	109.72	-	109.72
200	9122	FASHION CLUB - OOHS	58.51	-	95.00	-	-	153.51	120.00	33.51
200	9123	SCIENCE OLYMPIAD - OOHS	511.86	125.00	4,059.75	444.19	2,480.96	2,090.65	581.00	1,509.65
200	9124	Science Olympiad - HMS	2,336.02	-	540.00	22.49	815.66	2,060.36	170.00	1,890.36
200	9125	OOMS VETERANS AND SERVICE LEARNING	-	-	11,773.28	-	10,845.01	928.27	-	928.27
200	9126	MATH OLYMPIAD - OHS	6.60	-	84.00	-	71.00	19.60	-	19.60
200	9130	DRAMA CLUB - OHS	21,518.78	4,064.00	8,968.27	745.72	11,504.82	18,982.23	2,000.00	16,982.23
200	9131	DRAMA CLUB - OSMS	17,650.20	-	-	-	-	17,650.20	2,234.10	15,416.10
200	9132	DRAMA CLUB - OLMS	2,223.77	2,587.24	2,837.24	476.00	1,005.00	4,056.01	-	4,056.01
200	9133	DRAMA CLUB - OLHS	28,085.99	930.00	32,970.26	2,658.46	41,058.59	19,997.66	7,375.70	12,621.96
200	9134	DRAMA CLUB - OOMS	6,741.83	-	2,775.00	-	2,575.55	6,941.28	444.54	6,496.74
200	9135	OHMS DRAMA CLUB	6,512.29	-	-	118.27	118.27	6,394.02	2,200.00	4,194.02
200	9136	DRAMA CLUB - OOHS	49,138.24	2,435.50	27,081.66	9,515.34	25,408.64	50,811.26	13,845.05	36,966.21
200	9137	SMS Greenhouse	2,251.52	-	-	614.91	1,234.87	1,016.65	-	1,016.65
200	9138	OBMS Drama club	10,288.40	944.00	2,660.43	-	1,985.86	10,962.97	3,122.33	7,840.64
200	9141	Glamour Gals	169.61	-	25.00	-	100.00	94.61	-	94.61
200	9142	PROJECT HOPE - OLHS	3,194.52	-	-	-	-	3,194.52	-	3,194.52
200	9145	KNEADING FOR THE NEEDY - OLHS	843.01	-	-	-	-	843.01	-	843.01
200	9147	OBMS Softball	1,636.80	-	-	-	-	1,636.80	199.77	1,437.03
200	9148	FUND FOR LIFE - OLHS	21.07	-	-	-	-	21.07	-	21.07
200	9151	PROUD PATRIOTS - OLHS	220.19	-	-	-	-	220.19	-	220.19
200	9152	OPERATION SMILE - OLHS	1,507.45	-	-	-	1,507.45	-	-	-
200	9153	HOPE FOR THE HOMELESS - OLHS	3.10	-	-	-	-	3.10	-	3.10
200	9156	LIBERTY IN NORTH KOREA CLUB	430.00	-	312.01	-	-	742.01	-	742.01
200	9190	NEWSPAPER - OHS	3,968.33	105.00	4,837.00	-	-	8,805.33	-	8,805.33
200	9191	NEWSPAPER - OLHS	(6,859.03)	1,366.82	8,296.44	753.08	1,053.08	384.33	-	384.33
200	9192	NEWSPAPER - OOHS	17,552.98	(550.00)	11,985.07	112.24	9,537.63	20,000.42	3,595.00	16,405.42
200	9193	Sentinel Times	96.00	-	-	-	-	96.00	-	96.00
200	9195	JUNIOR STATE OF AMERICA - OLHS	1,537.48	1,220.00	7,155.00	-	7,246.41	1,446.07	1,780.00	(333.93)
200	9200	YEARBOOK - OHS	16,131.64	592.17	4,614.05	798.13	11,829.14	8,916.55	4,182.80	4,733.75
200	9201	YEARBOOK - OLHS	12,758.75	-	3,994.00	-	1,986.81	14,765.94	900.00	13,865.94
200	9202	YEARBOOK - OOHS	53,369.75	-	14,134.27	1,336.39	7,029.85	60,474.17	1,324.98	59,149.19
200	9203	OBMS Flashmob	411.46	-	-	-	-	411.46	-	411.46
200	9223	SMS Science Olympiad	629.88	-	-	-	-	629.88	-	629.88
200	9234	BROADCAST JOURNALISM - OOHS	40.00	1,900.00	4,675.00	-	-	4,715.00	277.00	4,438.00
200	9250	FRENCH CLUB - OHS	910.35	-	410.00	-	108.45	1,211.90	-	1,211.90
200	9251	FRENCH CLUB - OLHS	204.00	-	-	-	-	204.00	-	204.00
200	9252	FRENCH CLUB - OOHS	1,426.31	-	1,062.25	-	773.01	1,715.55	280.29	1,435.26
200	9253	Olentangy Travel Club	394.89	-	-	-	-	394.89	-	394.89
200	9260	GERMAN CLUB - OHS	845.35	-	120.00	-	179.47	785.88	150.00	635.88
200	9261	GERMAN CLUB - OLHS	150.02	-	-	-	-	150.02	-	150.02
200	9262	GERMAN CLUB - OOHS	103.46	-	1,072.00	-	1,080.16	95.30	-	95.30
200	9263	MATH TEAM - OLHS	147.36	-	-	-	-	147.36	-	147.36
200	9264	GERMAN HONOR SOCIETY - LHS	599.25	275.00	275.00	-	245.39	628.86	246.50	382.36
200	9265	MATH CLUB - OOHS	70.00	-	144.61	-	25.00	189.61	120.00	69.61
200	9280	SPANISH CLUB - OHS	418.50	-	1,235.18	361.77	898.66	755.02	100.00	655.02
200	9281	SPANISH CLUB - OLHS	632.40	-	-	-	-	632.40	-	632.40
200	9282	SPANISH CLUB - OOHS	1,565.62	135.00	3,420.00	-	2,804.95	2,180.67	588.66	1,592.01
200	9284	SPANISH HONORS SOCIETY - OLHS	1,319.01	-	589.00	-	500.00	1,408.01	500.00	908.01
200	9285	NATIONAL ENGLISH HONOR SOCIETY - LHS	1,999.02	-	-	-	-	1,999.02	-	1,999.02
200	9289	STUDENT MENTORS - OLHS	404.32	-	6,139.00	-	6,503.64	39.68	25.00	14.68
200	9290	YOUNG REPUBLICANS - OHS	655.83	-	-	-	-	655.83	-	655.83
200	9293	WEB - WHERE EVERYBODY BELONGS SMS	3,022.22	-	1,262.05	-	1,792.52	2,491.75	-	2,491.75
200	9294	ENVIRONMENTAL CLUB - OLHS	228.18	-	-	-	-	228.18	-	228.18
200	9295	BROADCAST JOURNALISM - OLHS	434.27	-	-	-	12.10	422.17	-	422.17
200	9296	LITERARY ARTS MAGAZINE - OOHS	399.95	-	-	-	-	399.95	-	399.95
200	9297	PIONEER AMBASSADORS - OOHS	1,712.75	75.00	75.00	-	770.03	1,017.72	-	1,017.72
200	9301	FACE TO FACE CLUB - OOHS	731.16	109.56	936.42	313.00	854.27	813.31	32.20	781.11
200	9307	MOCK TRIAL TEAM - OOHS	240.00	-	-	-	-	240.00	-	240.00
200	9349	6TH GRADE CAMP	(6,760.93)	13,317.50	113,711.00	-	65,834.00	41,116.07	49,500.00	(8,383.93)
200	9350	INDUSTRIAL ARTS CLUB - OHS	33.05	-	-	-	-	33.05	-	33.05
200	9393	OOMS WEB Program	1,997.19	-	-	-	713.99	1,283.20	-	1,283.20

OLENTANGY LOCAL SCHOOL DISTRICT
FINANCIAL REPORT BY FUND/SCC
APRIL 2018

FUND	SCC	Description	Beginning Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
200	9394	OBMS WEB CLUB	1,478.60	-	850.00	-	690.84	1,637.76	1,500.00	137.76
200	9413	CLASS OF 2013 - OOHS	8,793.70	-	-	-	8,793.70	-	-	-
200	9414	CLASS OF 2014 - OOHS	12.30	-	-	-	12.30	-	-	-
200	9415	CLASS OF 2015 - OOHS	7,211.76	-	-	-	-	7,211.76	-	7,211.76
200	9417	CLASS OF 2017 - OOHS	30,632.82	-	-	-	30,632.82	-	-	-
200	9418	CLASS OF 2018 - OOHS	23,900.76	-	16,754.45	-	15,044.75	25,610.46	8,525.95	17,084.51
200	9419	CLASS OF 2019 - OOHS	10,530.93	143.13	6,765.37	6,438.00	13,133.00	4,163.30	1,000.00	3,163.30
200	9420	CLASS OF 2020 - OOHS	5,424.70	-	30,092.12	-	378.00	35,138.82	3,939.00	31,199.82
200	9421	CLASS OF 2021 - OOHS	(3,608.03)	1,123.58	7,786.70	-	-	4,178.67	850.00	3,328.67
200	9422	OMS Class of 2022	12,302.20	-	810.20	11,721.20	11,721.20	1,391.20	-	1,391.20
200	9423	OOMS CLASS OF 2023	5,999.60	-	6,174.60	-	-	12,174.20	-	12,174.20
200	9424	OMS Class of 2024	-	-	9,878.80	-	-	9,878.80	-	9,878.80
200	9427	BAND - OLMS	2,953.54	9,048.00	9,848.00	4,220.00	4,370.00	8,431.54	7,175.00	1,256.54
200	9440	BAND - OSMS	423.69	-	-	-	-	423.69	-	423.69
200	9442	OHMS MUSIC	7,517.17	-	-	-	-	7,517.17	9,100.00	(1,582.83)
200	9443	OBMS MUSIC CLUB	1,338.34	135.00	135.00	(285.00)	(285.00)	1,758.34	500.00	1,258.34
200	9444	OOMS - MUSIC	1,863.20	65.00	6,293.18	2,533.99	6,009.83	2,146.55	593.11	1,553.44
200	9470	OSMS CHOIR	318.83	-	-	-	-	318.83	-	318.83
200	9472	OLMS - CHOIR	521.25	-	-	-	-	521.25	-	521.25
200	9473	CHOIR - OLHS	7,775.99	-	14,410.28	-	16,872.76	5,313.51	1,525.00	3,788.51
200	9474	ORCHESTRA - OLHS	2,003.80	-	2,330.50	105.00	3,989.00	345.30	-	345.30
200	9517	CLASS OF 2017 - OLHS	6,565.78	-	-	-	4,210.54	2,355.24	1,789.46	565.78
200	9518	CLASS OF 2018 - OLHS	21,632.99	-	11,778.77	4,828.95	20,057.35	13,354.41	12,455.47	898.94
200	9519	CLASS OF 2019 - OLHS	19,551.37	-	-	13,682.60	15,114.27	4,437.10	14,448.00	(10,010.90)
200	9520	CLASS OF 2020 - LHS	1,378.26	-	27,702.52	4,945.00	7,060.44	22,020.34	4,945.00	17,075.34
200	9521	CLASS OF 2021 - LHS	1,261.77	2,712.13	3,218.13	-	93.87	4,386.03	-	4,386.03
200	9522	LMS Class of 2022	12,206.82	351.60	6,929.65	1,337.60	18,736.60	399.87	-	399.87
200	9523	OLMS CLASS OF 2023	14,872.40	-	6,675.60	-	-	21,548.00	-	21,548.00
200	9524	LMS Class of 2024	-	-	9,789.60	-	-	9,789.60	-	9,789.60
200	9552	CHEERLEADERS - OOMS	2,108.88	-	1,917.00	-	3,810.10	215.78	78.00	137.78
200	9553	CHEERLEADERS - OSMS	204.11	-	56.00	-	190.26	69.85	-	69.85
200	9554	CHEERLEADERS - OLMS	471.48	-	-	-	-	471.48	-	471.48
200	9557	OBMS CHEERLEADING	12,959.20	-	4,929.35	198.86	9,910.53	7,978.02	-	7,978.02
200	9558	Hyatts Cheerleading	5,190.66	-	3,120.00	-	6,872.36	1,438.30	200.00	1,238.30
200	9559	SKI CLUB	6,326.45	-	43,339.00	575.00	41,400.00	8,265.45	-	8,265.45
200	9560	SERVICE CLUB - OHS	17,509.04	-	8,821.60	135.73	4,949.32	21,381.32	800.00	20,581.32
200	9561	OWE - OHS	330.88	-	-	-	-	330.88	-	330.88
200	9563	SERVICE CLUB - OLHS	7,844.48	-	10,073.01	5,352.29	6,723.73	11,193.76	3,450.00	7,743.76
200	9564	INTERACT CLUB - OOHS	12,695.48	-	1,293.89	-	1,297.71	12,691.66	500.00	12,191.66
200	9565	HABITAT FOR HUMANITY - OHS	458.56	-	-	-	458.56	-	-	-
200	9566	Service Club-HMS	155.88	-	-	-	-	155.88	-	155.88
200	9567	MODEL UN - OOHS	118.00	-	-	-	-	118.00	-	118.00
200	9569	LIBERTY MIDDLE SCHOOL SERVIC CLUB	152.00	-	-	-	-	152.00	-	152.00
200	9571	APPLIED ECON 1 - OLHS	3,782.06	915.00	2,558.00	-	1,391.50	4,948.56	2,650.00	2,298.56
200	9572	APPLIED ECON 2 - OLHS	153.00	-	-	-	-	153.00	-	153.00
200	9573	APPLIED ECON 2 - OHS	13.70	-	-	-	-	13.70	-	13.70
200	9574	OLENTANGY ENTREPRENEER FOUNDATION - OOHS	424.53	372.00	2,256.75	-	2,007.94	673.34	377.10	296.24
200	9575	OLENTANGY BUSINESS ACADEMY - OASIS	-	1,927.31	3,461.89	458.06	987.82	2,474.07	1,123.40	1,350.67
200	9601	OLENTANGY MODEL UN	-	-	11,935.00	4,811.72	6,428.06	5,506.94	4,060.36	1,446.58
200	9610	STUDENT COUNCIL - OSMS	7,339.36	1,779.25	9,930.25	2,129.00	6,062.40	11,207.21	1,295.13	9,912.08
200	9611	STUDENT COUNCIL - OHS	482.53	-	3,131.28	-	2,409.56	1,204.25	-	1,204.25
200	9612	STUDENT ACTIVITY-HALL ENTERPRISES	349.35	-	-	-	-	349.35	-	349.35
200	9613	WORK STUDY - OLHS	2,815.91	-	3,276.00	300.00	2,796.00	3,295.91	-	3,295.91
200	9615	STUDENT COUNCIL - OLMS	4,160.87	-	-	-	-	4,160.87	100.00	4,060.87
200	9616	STUDENT COUNCIL - OLHS	4,015.29	712.55	5,072.14	-	1,751.56	7,335.87	600.00	6,735.87
200	9617	STUDENT COUNCIL - OOMS	8,870.68	1,316.90	10,583.95	2,464.71	11,545.25	7,909.38	1,700.71	6,208.67
200	9618	STUDENT COUNCIL - OOHS	7,666.02	-	2,721.20	-	2,097.40	8,289.82	1,375.00	6,914.82
200	9619	OBMS STUDENT COUNCIL	2,141.77	409.40	677.26	(6.00)	79.99	2,739.04	400.00	2,339.04
200	9620	LIBERTY UNITED - OLHS	90.00	-	-	-	-	90.00	-	90.00
200	9621	LIBERTY SPIRIT GROUP - OLHS	1,499.15	-	1,663.00	-	1,433.77	1,728.38	-	1,728.38
200	9622	MD-SLC - OLHS	725.22	-	840.00	-	542.50	1,022.72	-	1,022.72
200	9623	MRS. GALLMEYER'S CLASS - OHS	1,818.12	260.00	3,315.01	1,472.29	2,590.75	2,542.38	300.00	2,242.38
200	9624	ORANGE UNITED - OOHS	1,915.34	47.50	764.46	125.00	496.27	2,183.53	-	2,183.53
200	9625	ACT - ACADEMY FOR COMMUNITY TRANSITION	1,367.89	751.50	2,066.46	161.84	1,698.65	1,735.70	668.52	1,067.18
200	9626	TRI-M HONOR SOCIETY CHAPTER #7381 - OLHS	-	-	1,211.50	-	-	1,211.50	504.07	707.43
200	9628	TRI-M HONOR SOCIETY - OOHS	-	-	2,145.00	671.50	671.50	1,473.50	225.00	1,248.50
200	9630	TEEN ADVOCATES - OHS	3,043.49	-	15.00	-	-	3,058.49	-	3,058.49
200	9631	TEEN ADVOCATES - OLHS	121.09	425.00	1,655.00	-	976.44	799.65	325.00	474.65
200	9632	TEEN ADVOCATES - OOHS	754.12	-	40.00	-	160.88	633.24	-	633.24
200	9633	DIVERSITY CLUB - OHS	280.00	-	560.00	-	-	840.00	-	840.00
200	9634	DIVERSITY CLUB - SMS	790.00	-	-	-	-	790.00	-	790.00
200	9635	LMS Diversity Club	352.25	-	106.00	-	20.00	438.25	230.00	208.25
200	9636	DIVERSITY AND INCLUSION CLUB - OLHS	375.00	-	-	-	-	375.00	-	375.00
200	9707	Autism Program	(228.81)	-	-	-	-	(228.81)	-	(228.81)
200	9710	NATIONAL HONOR SOCIETY - OHS	3,611.39	-	8,542.00	-	6,374.51	5,778.88	450.00	5,328.88
200	9711	NATIONAL HONOR SOCIETY - OLHS	8,474.52	12,537.80	12,977.80	-	4,427.71	17,024.61	557.29	16,467.32
200	9712	NATIONAL HONOR SOCIETY - OOHS	12,274.35	2,006.70	9,825.00	-	2,581.90	19,517.45	4,500.00	15,017.45
200	9713	NATIONAL ART HONOR SOCIETY - OHS	89.47	-	1,483.00	95.40	1,141.74	430.73	-	430.73
200	9715	CHESS CLUB	256.49	-	-	-	-	256.49	-	256.49
200	9716	50 Mile Club	1,572.64	-	1,905.00	657.00	1,657.00	1,820.64	100.00	1,720.64
200	9719	QUIZ BOWL - OLHS	5,645.34	480.00	2,256.00	470.00	2,455.51	5,445.83	890.00	4,555.83
200	9720	IN THE KNOW - OHS	280.00	-	-	-	-	280.00	-	280.00
200	9722	INDUSTRIAL TECH CLUB - OLHS	198.85	-	-	-	-	198.85	54.98	143.87
200	9724	HYATTS WELLNESS INSTITUTE	1,030.91	-	-	-	-	1,030.91	1,030.91	-
200	9725	ROBOTICS CLUB - DISTRICT WIDE	327.59	-	-	-	-	327.59	-	327.59
200	9726	HMS Quizbowl	559.00	-	-	-	-	559.00	-	559.00
200	9730	Hyatts Film Festival	6,174.46	820.00	2,170.00	-	1,949.91	6,394.55	4,202.71	2,191.84
200	9731	OOMS MD/CD STORE	1,550.41	-	-	-	-	1,550.41	-	1,550.41
200	9732	BMS Diversity Club	723.90	-	-	-	-	723.90	-	723.90
200	9733	OOMS MAD Club	124.33	-	-	-	-	124.33	-	124.33
200	9734	OOMS - GIRLS' ALLIANCE	40.00	-	-	-	-	40.00	-	40.00
200	9736	HMS Diversity Club	232.00	-	-	-	-	232.00	-	232.00
200	9813	CLASS OF 2013-OHMS	600.00	-	-	-	-	600.00	-	600.00
200	9815	CLASS OF 2015 OHMS	(296.49)	-	-	-	-	(296.49)	-	(296.49)
200	9817	HMS CLASS OF 2017	20.00	-	-	-	-	20.00	-	20.00
200	9819	HMS CLASS OF 2019	1,804.23	-	-	-	-	1,804.23	-	1,804.23
200	9821	CLASS OF 2021 - HMS	2,980.36	(2,980.36)	(2,980.36)	-	-	-	-	-
200	9822	HMS Class of 2022	9,950.22	(351.60)	4,618.22	-	13,546.32	1,022.12	-	1,022.12
200	9823	HMS Class of 2023	-	40.00	6,881.25	-	-	6,881.25	-	6,881.25
200	9920	BMS - CLASS OF 2020	-	-	12.00	-	-	12.00	-	12.00
200	9921	CLASS OF 2021 - BMS	1,872.64	(1,872.64)	(1,872.64)	-	-	-	-	-
200	9922	BMS Class of 2022	24,666.62	-	5,807.80	-	28,522.49	1,951.93	-	1,951.93
200	9923	OBMS CLASS OF 2023	15,946.40	6,142.50	12,809.50	-	-	28,755.90	-	28,755.90
200	9924	BMS Class of 20204	-	-	13,368.00	-	-	13,368.00	-	13,368.00

OLENTANGY LOCAL SCHOOL DISTRICT
FINANCIAL REPORT BY FUND/SCC
APRIL 2018

FUND	SCC	Description	Beginning Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
300	9200	SHANAHAN MIDDLE SCHOOL ATHLETICS	16,112.16	904.00	15,016.00	2,002.32	18,244.99	12,883.17	6,400.00	6,483.17
300	9205	OLMS ATHLETICS	15,045.94	3,813.00	17,467.05	2,573.67	17,082.90	15,430.09	5,147.61	10,282.48
300	9210	ATHLETICS - ORANGE M.S.	14,306.50	1,022.75	15,466.15	911.77	11,501.95	18,270.70	15,589.65	2,681.05
300	9215	OLENTANGY HYATTS ATHLETIC	580.70	952.85	16,806.97	1,760.02	16,058.87	1,328.80	6,322.59	(4,993.79)
300	9220	BERKSHIRE MS	4,695.54	623.20	15,426.73	549.00	13,893.45	6,228.82	6,540.56	(311.74)
300	9300	OLENTANGY H.S. ATHLETICS	65,350.60	20,008.90	238,067.91	10,831.08	199,700.57	103,717.94	20,022.18	83,695.76
300	9301	OHS STORE "WIGWAM"	26,398.26	3,993.88	47,659.25	4,140.79	46,144.68	27,912.83	8,038.52	19,874.31
300	9302	OHS Turf Replacement	173,646.27	-	11,666.67	-	-	185,312.94	-	185,312.94
300	9305	OLHS ATHLETICS	206,936.72	20,889.08	237,627.80	23,639.04	201,219.53	243,344.99	46,907.41	196,437.58
300	9306	OLHS STORE "RUSTY MUSKET"	15,286.52	1,394.86	57,512.51	(763.49)	47,364.94	25,434.09	6,565.94	18,868.15
300	9307	OLHS Turf Replacement	180,521.05	-	11,666.67	-	-	192,187.72	-	192,187.72
300	9310	OOHS ATHLETIC	140,987.03	15,188.00	180,784.68	11,168.65	128,119.55	193,652.16	20,575.36	173,076.80
300	9311	OOHS - FORT ORANGE SCHOOL STORE	62,863.16	2,028.23	28,095.37	1,959.15	26,272.14	64,686.39	11,210.45	53,475.94
300	9312	OOHS Turf Replacement	165,464.21	-	11,666.66	-	-	177,130.87	-	177,130.87
401	9126	POLARIS CHRISTIAN ACADEMY	52,255.35	-	19.62	-	52,274.97	-	-	-
401	9128	POLARIS CHRISTIAN ACADEMY	-	130.42	136,591.73	8,965.14	51,598.01	84,993.72	25,603.69	59,390.03
401	9226	VILLAGE ACADEMY	91,054.69	-	16.60	-	91,071.29	-	-	-
401	9326	GODDARD SCHOOL	260.46	-	-	-	260.46	-	-	-
401	9328	GODDARD SCHOOL	-	-	4,122.54	-	4,122.54	-	-	-
401	9426	POWELL PREP ACADEMY	12,856.16	-	3.02	-	12,859.18	-	-	-
451	9217	DATA COMMMUNICATIONS FY17	41,400.00	-	-	-	41,400.00	-	-	-
451	9218	DATA COMMUNICATIONS FY18	-	-	41,400.00	-	20,700.00	20,700.00	-	20,700.00
516	9216	IDEA PART B	-	-	-	5.19	-	-	-	-
516	9217	IDEA PART B	(316,194.17)	-	321,524.10	-	5,329.93	-	16,795.68	(16,795.68)
516	9218	IDEA-B SPEC ED	-	167,517.14	2,364,502.60	236,230.31	2,600,732.91	(236,230.31)	321,732.14	(557,962.45)
551	9118	TITLE III - IMMIGRANT	-	-	12,198.85	-	12,198.85	-	-	-
551	9218	LIMITED ENG PROF	-	7,836.82	53,931.62	9,607.52	63,539.14	(9,607.52)	26,430.86	(36,038.38)
572	9217	TITLE I	(112,317.40)	-	112,317.40	-	-	-	3.96	(3.96)
572	9218	TITLE I	-	35,861.89	165,366.31	36,801.55	202,209.86	(36,843.55)	163,246.91	(200,090.46)
587	9218	IDEA - PRESCHOOL	-	-	98,518.08	-	98,518.08	-	-	-
590	9217	IMPROVING TCHR QUALITY	(25,315.90)	-	34,173.96	-	8,858.06	-	100.00	(100.00)
590	9218	TITLE II-A	-	35,784.66	146,511.78	26,863.16	174,559.13	(28,047.35)	34,206.86	(62,254.21)
590	9318	OHIO TEACHER OF THE YEAR	-	-	600.00	628.00	1,228.00	(628.00)	4,772.00	(5,400.00)
599	9218	TITLE IV-A	-	2,922.00	6,222.00	-	6,222.00	-	2,554.00	(2,554.00)
			174,643,825.93	24,647,582.53	325,226,067.45	42,489,905.41	300,794,736.43	199,075,156.95	28,453,127.73	170,622,029.22

OLENTANGY LOCAL SCHOOL DISTRICT
FINDET BY OBJECT
APRIL 2018

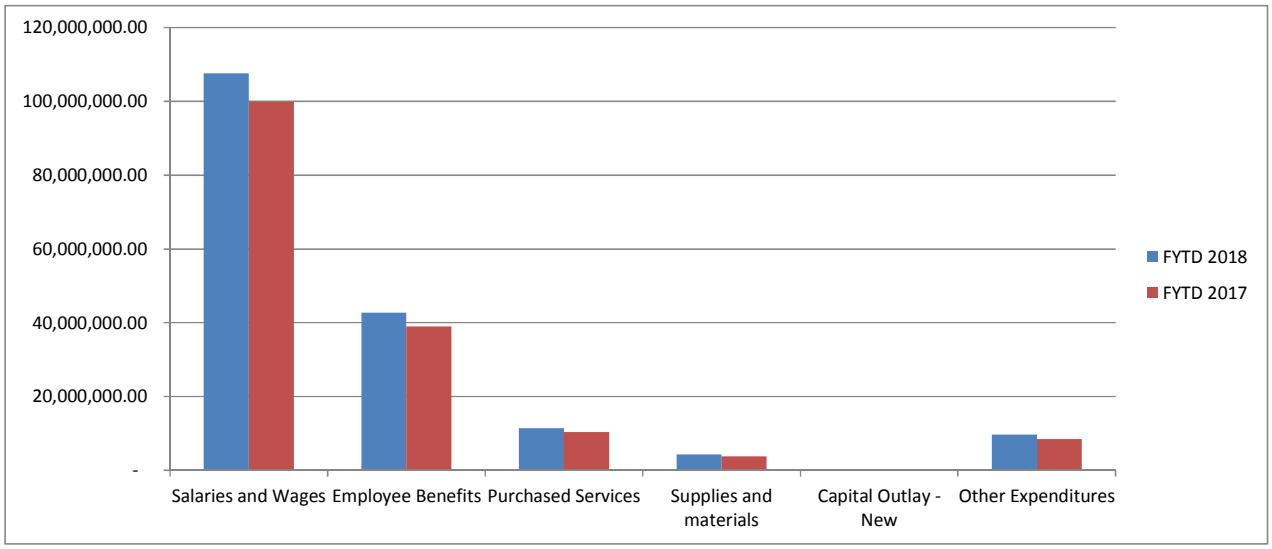
	Receipts	Expenditures
TOTAL FOR OBJ 000:	218,886,552.64	-
TOTAL FOR OBJ 111 (REGULAR - CERT.):	-	84,958,393.98
TOTAL FOR OBJ 113 (SUPPLEMENTAL - CERT.):	-	1,247,858.62
TOTAL FOR OBJ 118 (OVERTIME - CERT.):	-	375.00
TOTAL FOR OBJ 119 (OTHER CERTIFICATED):	-	55,324.05
TOTAL FOR OBJ 123 (VACATION LEAVE - CERT.):	-	12,594.37
TOTAL FOR OBJ 132 (TERMINATION BENEFITS - CERT.):	-	76,792.42
TOTAL FOR OBJ 141 (REGULAR - NONCERT.):	-	18,398,654.99
TOTAL FOR OBJ 142 (TEMPORARY - NONCERT.):	-	1,147,695.90
TOTAL FOR OBJ 143 (SUPPLEMENTAL - NONCERT.):	-	578,156.83
TOTAL FOR OBJ 144 (OVERTIME - NONCERT.):	-	780,780.21
TOTAL FOR OBJ 149 (OTHER NONCERTIFICATED SALAR.):	-	155,558.52
TOTAL FOR OBJ 151 (SICK LEAVE - NONCERT.):	-	5,400.01
TOTAL FOR OBJ 153 (VACATION LEAVE - NONCERT.):	-	24,949.77
TOTAL FOR OBJ 162 (TERMINATION BENEFITS - NOCERT.):	-	78,648.44
TOTAL FOR OBJ 169 (OTHER NONCERT. COMPENSATION):	-	2,100.00
TOTAL FOR OBJ 171 (COMPENSATION OF BD. MEMBERS):	-	10,435.00
TOTAL FOR OBJ 210 (RETIREMENT - CERTIFICATED):	-	11,478.50
TOTAL FOR OBJ 211 (STRS EMPLOYER'S SHARE):	-	12,222,060.47
TOTAL FOR OBJ 212 (STRS EMPLOYER'S "PICK-UP"):	-	878,397.57
TOTAL FOR OBJ 221 (SERS EMPLOYERS SHARE):	-	3,355,634.25
TOTAL FOR OBJ 222 (SERS EMPLOYER "PICK-UP"):	-	154,982.96
TOTAL FOR OBJ 223 (SOCIAL SECURITY-NONCERT.):	-	646.97
TOTAL FOR OBJ 231 (TUITION REIMBURSEMENTS):	-	39,437.90
TOTAL FOR OBJ 241 (MEDICAL/HOSPITALIZATION-CERT.):	-	16,244,427.21
TOTAL FOR OBJ 242 (LIFE - CERT.):	-	47,869.80
TOTAL FOR OBJ 243 (DENTAL - CERT.):	-	782,187.41
TOTAL FOR OBJ 244 (VISION - CERT.):	-	181,871.98
TOTAL FOR OBJ 249 (OTHER INSURANCE BENS - CERT):	-	1,274,781.69
TOTAL FOR OBJ 251 (MEDICAL/HOSPITALIZATION-NONCRT):	-	6,729,228.21
TOTAL FOR OBJ 252 (LIFE - NONCERT.):	-	17,991.59
TOTAL FOR OBJ 253 (DENTAL - NONCERT.):	-	321,137.82
TOTAL FOR OBJ 254 (VISION - NONCERT.):	-	79,329.24
TOTAL FOR OBJ 259 (OTHER INSURANCE BEN - NONCERT.):	-	297,526.92
TOTAL FOR OBJ 273 (ANNUITIES - CERTIFICATED):	-	38,097.61
TOTAL FOR OBJ 282 (UNEMPLOYMENT COMP. - NONCERT.):	-	2,762.52
TOTAL FOR OBJ 410 (PROFESSIONAL & TECHNICAL SERV.):	-	341,575.75
TOTAL FOR OBJ 411 (INSTRUCTION SERVICES):	-	2,491,728.76
TOTAL FOR OBJ 413 (HEALTH SERVICES):	-	33,005.52
TOTAL FOR OBJ 414 (STAFF SERVICES):	-	9,744.40
TOTAL FOR OBJ 416 (DATA PROCESSING SERVICES):	-	393,715.95
TOTAL FOR OBJ 418 (PROFESSIONAL/LEGAL SERVICES):	-	266,970.40
TOTAL FOR OBJ 419 (OTHER PROFESSIONAL & TECHNICAL):	-	502,920.44
TOTAL FOR OBJ 422 (GARBAGE REMOVAL & CLEANING):	-	85,421.11
TOTAL FOR OBJ 423 (REPAIRS & MAINTENANCE SERV.):	-	314,736.46
TOTAL FOR OBJ 424 (PROPERTY INSURANCE):	-	202,483.75
TOTAL FOR OBJ 425 (RENTALS):	-	498,828.88
TOTAL FOR OBJ 426 (LEASE PURCHASE AGREEMENTS):	-	272,334.80
TOTAL FOR OBJ 434 (NONCERTIFICATED MEETING EXP.):	-	267.27
TOTAL FOR OBJ 439 (OTHER TRAVEL/MEETING EXPENSE):	-	181,709.49
TOTAL FOR OBJ 441 (TELEPHONE SERVICE):	-	374,351.55
TOTAL FOR OBJ 443 (POSTAGE):	-	37,095.44
TOTAL FOR OBJ 446 (ADVERTISING):	-	3,612.38

OLENTANGY LOCAL SCHOOL DISTRICT
FINDET BY OBJECT
APRIL 2018

	Receipts	Expenditures
TOTAL FOR OBJ 451 (ELECTRICITY):	-	2,106,994.35
TOTAL FOR OBJ 452 (WATER AND SEWAGE):	-	284,758.99
TOTAL FOR OBJ 453 (GAS):	-	476,521.51
TOTAL FOR OBJ 460 (CONTRACTED CRAFT/TRADE SERVICE):	-	36,268.65
TOTAL FOR OBJ 461 (PRINTING AND BINDING):	-	21,927.43
TOTAL FOR OBJ 471 (TUITION PD - DISTR IN-STATE):	-	37,423.02
TOTAL FOR OBJ 474 (EXCESS COSTS):	-	9,135.88
TOTAL FOR OBJ 475 (SPECIAL ED PAYMENTS):	-	19,304.33
TOTAL FOR OBJ 477 (OPEN ENROLLMENT PAYMENTS):	-	176,166.56
TOTAL FOR OBJ 478 (COMMUNITY SCHOOL PAYMENTS):	-	973,698.71
TOTAL FOR OBJ 479 (OTHER TUITION PAYMENTS):	-	708,012.14
TOTAL FOR OBJ 483 (TRANS PURCHASED OTHER SOURCE):	-	39,867.95
TOTAL FOR OBJ 489 (OTHER PUPIL TRANSPORTATION):	-	421,500.14
TOTAL FOR OBJ 490 (OTHER PURCHASED SERVICES):	-	127,308.19
TOTAL FOR OBJ 511 (CLASSROOM SUPPLIES):	-	819,183.71
TOTAL FOR OBJ 512 (OFFICES SUPPLIES):	-	87,370.36
TOTAL FOR OBJ 514 (HEALTH & HYGIENE SUPPLIES):	-	13,708.39
TOTAL FOR OBJ 516 (SOFTWARE MATERIALS):	-	672,456.48
TOTAL FOR OBJ 519 (OTHER GENERAL SUPPLIES):	-	102,720.72
TOTAL FOR OBJ 520 (TEXTBOOKS):	-	608,533.59
TOTAL FOR OBJ 524 (SUPPLEMENTAL TEXTBOOKS):	-	17,654.81
TOTAL FOR OBJ 531 (NEW LIBRARY BOOKS):	-	32,635.79
TOTAL FOR OBJ 532 (REPLACEMENT LIBRARY BOOKS):	-	7,072.79
TOTAL FOR OBJ 539 (OTHER LIBRARY BOOKS):	-	3,373.42
TOTAL FOR OBJ 541 (NEWSPAPERS):	-	492.79
TOTAL FOR OBJ 542 (PERIODICALS):	-	9,600.88
TOTAL FOR OBJ 568 (FOOD RELATED SUPPLIES):	-	236.50
TOTAL FOR OBJ 571 (LAND):	-	143,886.72
TOTAL FOR OBJ 572 (BUILDINGS):	-	792,381.55
TOTAL FOR OBJ 581 (SUPPLIES AND PARTS-MOTOR VEHIC):	-	248,859.09
TOTAL FOR OBJ 582 (FUEL):	-	714,297.29
TOTAL FOR OBJ 583 (TIRES & TUBES):	-	60,479.32
TOTAL FOR OBJ 640 (EQUIPMENT):	-	316,587.30
TOTAL FOR OBJ 841 (MEMBRSHP FEES - PROF ORGANZ.):	-	47,942.69
TOTAL FOR OBJ 843 (CHARGES FOR STATE EXAMS):	-	39,690.50
TOTAL FOR OBJ 844 (COUNTY BD OF ED CONTRIBUTION):	-	6,663,106.24
TOTAL FOR OBJ 845 (PROPERTY TAX COLLECTION FEES):	-	2,479,616.58
TOTAL FOR OBJ 846 (ELECTION EXPENSE):	-	32,252.32
TOTAL FOR OBJ 848 (BANK CHARGES):	-	38,759.64
TOTAL FOR OBJ 849 (OTHER DUES AND FEES):	-	178,663.03
TOTAL FOR OBJ 851 (LIABILITY INSURANCE):	-	98,845.00
TOTAL FOR OBJ 853 (FIDELITY BOND PREMIUMS):	-	1,693.00
TOTAL FOR OBJ 870 (TAXES AND ASSESSMENTS):	-	116,620.50
TOTAL FOR OBJ 880 (AWARDS AND PRIZES):	-	4,399.73
Totals	218,886,552.64	176,016,079.66

OLENTANGY LOCAL SCHOOL DISTRICT
GENERAL FUND
APRIL 2018

General Fund Actual Expenditures by Object (FYTD 2018/FYTD 2017)



	FYTD 2018	% OF TOTAL	FYTD 2017	% OF TOTAL
Salaries and Wages	107,533,717	61.09%	99,865,542	61.76%
Employee Benefits	42,679,849	24.25%	38,952,523	24.09%
Purchased Services	11,449,390	6.50%	10,336,209	6.39%
Supplies and materials	4,334,944	2.46%	3,772,615	2.33%
Capital Outlay	316,587	0.18%	260,349	0.16%
Other Expenditures	9,701,588	5.51%	8,501,342	5.26%
Other Uses		0.00%	-	0.00%
GRAND TOTAL	176,016,075		161,688,579	

OLENTANGY LOCAL SCHOOL DISTRICT
APPROPRIATION ACCOUNT SUMMARY
APRIL 2018

Object	Object Description	FYTD Appropriated	Prior FY Carryover Encumbrances	FYTD Expendable	FYTD Actual Expenditures	MTD Actual Expenditures	Current Encumbrances	FYTD Unencumbered Balance	FYTD Percent Exp/Enc
GENERAL FUND 001									
1100									
100	Salaries and Wages	77,863,167.00	-	77,863,167.00	64,318,289.46	6,423,523.67	-	13,544,877.54	82.60%
200	Employee Benefits	29,289,092.74	11,236.00	29,300,328.74	24,193,220.01	2,525,924.53	12,442.00	5,094,666.73	82.61%
400	Purchased Services	6,126,139.32	219,617.41	6,345,756.73	4,490,711.12	687,183.62	1,248,134.87	606,910.74	90.44%
500	Supplies and materials	2,535,982.44	103,487.70	2,639,470.14	1,387,416.34	100,370.08	1,162,113.80	89,940.00	96.59%
600	Capital Outlay	350.00	11,796.00	12,146.00	11,987.30	-	158.00	0.70	99.99%
800	Other Expenditures	83,560.00	300.00	83,860.00	58,875.61	10,429.02	98,914.69	(73,930.30)	188.16%
1200	**SPECIAL INSTRUCTION**								
100	Salaries and Wages	17,138,123.00	-	17,138,123.00	14,515,929.46	1,458,961.28	-	2,622,193.54	84.70%
200	Employee Benefits	6,756,677.00	-	6,756,677.00	5,566,578.44	580,992.00	-	1,190,098.56	82.39%
400	Purchased Services	579,996.84	22,961.41	602,958.25	428,168.76	123,993.56	131,989.41	42,800.08	92.90%
500	Supplies and materials	62,602.35	4,691.13	67,293.48	45,151.74	5,364.78	16,677.28	5,464.46	91.88%
800	Other Expenditures	7,262,400.00	667,502.90	7,929,902.90	6,556,614.58	752,071.90	1,466,912.23	(93,623.91)	101.18%
1300	**VOCATIONAL INSTRUCTION**								
100	Salaries and Wages	915,332.00	-	915,332.00	774,332.40	75,451.46	-	140,999.60	84.60%
200	Average Daily Balance	350,443.00	-	350,443.00	293,462.80	30,302.11	-	56,980.20	83.74%
400	Purchased Services	2,050.00	-	2,050.00	137.60	-	1,862.40	50.00	97.56%
500	Supplies and materials	5,469.00	200.00	5,669.00	2,033.36	15.94	1,984.06	1,651.58	70.87%
2100	**SUPPORT SERVICES**								
100	Salaries and Wages	4,786,140.00	-	4,786,140.00	4,007,586.98	399,174.91	-	778,553.02	83.73%
200	Employee Benefits	1,761,438.00	-	1,761,438.00	1,476,057.48	150,815.13	-	285,380.52	83.80%
400	Purchased Services	346,247.52	63,868.36	410,115.88	255,118.65	37,677.46	155,289.47	(292.24)	100.07%
500	Supplies and materials	78,731.88	19.29	78,751.17	62,940.82	7,808.96	13,190.42	2,619.93	96.67%
600	Capital Outlay - New	8,912.00	7,374.50	16,286.50	11,126.79	-	5,158.96	0.75	100.00%
800	Other Expenditures	133,690.00	600.00	134,290.00	108,659.66	10,831.17	10,311.16	15,319.18	88.59%
2200	**EDUCATIONAL MEDIA SERVICES**								
100	Salaries and Wages	3,411,309.75	-	3,411,309.75	2,797,961.01	247,298.97	-	613,348.74	82.02%
200	Employee Benefits	1,320,454.66	600.00	1,321,054.66	1,063,725.95	102,697.65	600.00	256,728.71	80.57%
400	Purchased Services	292,612.50	110,951.68	403,564.18	188,136.39	10,840.70	90,471.08	124,956.71	69.04%
500	Supplies and materials	365,747.41	17,082.19	382,829.60	279,647.74	7,552.57	65,086.00	38,095.86	90.05%
600	Capital Outlay - New	1,000.00	238.00	1,238.00	238.00	-	-	1,000.00	19.22%
800	Other Expenditures	2,000.00	-	2,000.00	1,813.00	239.00	774.00	(587.00)	129.35%
2300	**SUPPORT SERVICES - BOARD OF EDUCATION**								
100	Salaries and Wages	15,000.00	-	15,000.00	10,435.00	375.00	-	4,565.00	69.57%
200	Employee Benefits	1,432.00	-	1,432.00	2,153.79	78.38	-	(721.79)	150.40%
400	Purchased Services	1,048,575.34	123,758.05	1,172,333.39	784,923.57	84,675.86	329,471.83	57,937.99	95.06%
500	Supplies and materials	-	-	-	-	-	-	-	0.00%
800	Other Expenditures	154,742.50	2,061.97	156,804.47	115,246.73	-	41,094.94	462.80	99.70%
2400	**SUPPORT SERVICES - ADMINISTRATION**								
100	Salaries and Wages	6,775,518.00	-	6,775,518.00	5,620,258.84	541,241.44	-	1,155,259.16	0.8295
200	Employee Benefits	3,658,099.00	-	3,658,099.00	2,856,261.83	277,990.28	-	801,837.17	78.08%
400	Purchased Services	104,723.51	7,813.63	112,537.14	48,010.87	3,059.75	17,993.91	46,532.36	58.65%
500	Supplies and materials	52,531.94	3,851.03	56,382.97	43,512.69	1,007.61	8,176.09	4,694.19	91.67%
800	Other Expenditures	26,600.00	2,591.00	29,191.00	23,694.49	1,128.00	1,605.00	3,891.51	86.67%
2500	**FISCAL SERVICES**								
100	Salaries and Wages	563,254.00	-	563,254.00	580,798.74	56,523.66	-	(17,544.74)	1.0311
200	Employee Benefits	275,882.00	-	275,882.00	265,487.39	26,664.41	-	10,394.61	96.23%
400	Purchased Services	97,900.00	18,266.84	116,166.84	59,166.20	9,522.78	33,948.81	23,051.83	80.16%
500	Supplies and materials	14,700.00	447.28	15,147.28	3,547.53	315.41	1,161.18	10,438.57	31.09%
800	Other Expenditures	2,764,850.00	36,730.56	2,801,580.56	2,694,223.16	13,432.00	48,013.64	59,343.76	97.88%
2600	**SUPPORT SERVICES - BUSINESS**								
100	Salaries and Wages	306,663.00	-	306,663.00	224,495.31	22,422.73	-	82,167.69	0.7321
200	Employee Benefits	170,088.00	-	170,088.00	108,688.69	10,726.34	-	61,399.31	63.90%
400	Purchased Services	62,175.00	822.15	62,997.15	14,095.85	1,065.78	2,150.00	46,751.30	25.79%
500	Supplies and materials	5,700.00	2,800.00	8,500.00	4,577.82	83.97	3,970.90	(48.72)	100.57%
800	Other Expenditures	3,500.00	50.00	3,550.00	1,491.00	-	225.00	1,834.00	48.34%
2700	**OPERATION AND MAINTENANCE OF PLANT SERVICES**								
100	Salaries and Wages	6,556,978.00	-	6,556,978.00	5,699,252.64	558,820.54	-	857,725.36	0.8692
200	Employee Benefits	3,150,659.00	600.00	3,151,259.00	2,565,324.19	255,866.20	600.00	585,334.81	81.43%
400	Purchased Services	5,043,325.66	764,523.32	5,807,848.98	3,846,469.49	395,110.22	1,365,342.82	596,036.67	89.74%
500	Supplies and materials	1,297,704.44	187,455.02	1,485,159.46	1,014,270.39	54,914.22	445,519.09	25,369.98	98.29%
600	Capital Outlay - New	325,000.00	36,765.67	361,765.67	287,409.13	9,822.33	74,355.64	0.90	100.00%
800	Other Expenditures	12,757.50	7,098.00	19,855.50	11,221.25	(852.75)	7,502.75	1,131.50	94.30%
2800	**SUPPORT SERVICES - PUPIL TRANSPORTATION**								
100	Salaries and Wages	5,598,965.00	-	5,598,965.00	4,788,506.68	477,141.34	-	810,458.32	0.8552
200	Employee Benefits	3,300,114.00	(657.72)	3,299,456.28	2,689,156.77	265,118.56	(657.72)	610,957.23	81.48%
400	Purchased Services	577,972.65	188,755.78	766,728.43	585,546.02	77,287.89	205,516.51	(24,334.10)	103.17%
500	Supplies and materials	1,127,787.35	75,141.65	1,202,929.00	976,547.39	164,437.71	182,502.19	43,879.42	96.35%
600	Capital Outlay - New	-	5,826.08	5,826.08	5,826.08	-	-	-	100.00%
800	Other Expenditures	440.00	-	440.00	440.00	240.00	-	-	100.00%

OLENTANGY LOCAL SCHOOL DISTRICT
APPROPRIATION ACCOUNT SUMMARY
APRIL 2018

Object	Object Description	FYTD Appropriated	Prior FY Carryover Encumbrances	FYTD Expendable	FYTD Actual Expenditures	MTD Actual Expenditures	Current Encumbrances	FYTD Unencumbered Balance	FYTD Percent Exp/Enc
2900	**SUPPORT SERVICES - CENTRAL**								
100	Salaries and Wages	2,340,198.00	-	2,340,198.00	2,039,647.78	203,692.53	-	300,550.22	0.8716
200	Employee Benefits	1,078,470.00	-	1,078,470.00	929,655.52	92,260.32	-	148,814.48	86.20%
400	Purchased Services	826,367.72	37,806.20	864,173.92	704,404.75	35,926.25	149,087.10	10,682.07	98.76%
500	Supplies and materials	837,592.35	12,556.81	850,149.16	515,298.38	46,064.31	330,020.99	4,829.79	99.43%
600	Support Services Central	90,852.48	4,018.99	94,871.47	-	-	94,871.00	0.47	100.00%
800	Other Expenditures	4,000.00	75.00	4,075.00	1,688.00	100.00	1,200.00	1,187.00	70.87%
4100	**ACADEMIC ORIENTED ACTIVITIES**								
100	Salaries and Wages	570,000.00	-	570,000.00	374,475.24	8,229.87	-	195,524.76	0.657
200	Employee Benefits	115,168.00	-	115,168.00	83,339.55	1,389.62	-	31,828.45	72.36%
400	Forensics - Purchased Services	-	-	-	-	-	-	-	0.00%
4500	**SPORT ORIENTED ACTIVITIES**								
100	Salaries and Wages	2,351,528.00	-	2,351,528.00	1,781,748.57	51,163.78	-	569,779.43	0.7577
200	Employee Benefits	632,597.00	-	632,597.00	586,738.21	23,933.64	-	45,858.79	0.9275
400	Purchased Services	74,319.00	-	74,319.00	44,500.93	1,734.00	23,816.55	6,001.52	91.92%
800	Other Expenditures	22,500.00	-	22,500.00	11,001.25	-	11,498.75	-	100.00%
5100	**SITE ACQUISITION SERVICES**								
800	Other Expenditures	83,671.56	-	83,671.56	116,620.50	-	-	(32,948.94)	139.38%
5900	**OTHER FACILITIES ACQUISITION AND CONSTRUCTION SERVICES**								
100	Salaries and Wages	-	-	-	-	-	-	-	0.00%
200	Employee Benefits	-	-	-	-	-	-	-	0.00%
400	Purchased Services	-	-	-	-	-	-	-	0.00%
500	Supplies and materials	-	-	-	-	-	-	-	0.00%
600	Capital Outlay - New	-	-	-	-	-	-	-	0.00%
800	Other Expenditures	-	-	-	-	-	-	-	0.00%
7100	**CONTINGENCIES**								
900	Other Uses	278,420.59	-	278,420.59	-	-	-	278,420.59	0.00%
	TOTAL FUND 001	**213,878,991.00**	**2,761,683.88**	**216,640,674.88**	**176,016,079.66**	**17,522,234.45**	**7,861,056.80**	**32,763,538.42**	

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
363714	Harvard University	Project Zero Classroom, July	4/3/2018	16,475.00	590	W	R
363715	University of Notre Dame	AP Summer Institute - AP	4/3/2018	695.00	590	W	R
363716	Olentangy Business Academy	BRAVE COFFEE MUG	4/6/2018	1,364.00	007	W	R
363717	AT & T	District Wide Long Distance	4/6/2018	169.00	001	W	R
363718	CenturyLink	District Wide Long Distance	4/6/2018	295.34	001	W	R
363719	VERIZON WIRELESS	DISTRICT CELL PHONES	4/6/2018	1,775.91	001	W	R
363720	AMERICAN ELECTRIC POWER	Freedom Trail	4/6/2018	3,422.12	001	W	R
363720	AMERICAN ELECTRIC POWER	Johnnycake Corners	4/6/2018	4,083.61	001	W	R
363720	AMERICAN ELECTRIC POWER	Berkshire Middle	4/6/2018	8,460.95	001	W	R
363720	AMERICAN ELECTRIC POWER	Orange High School	4/6/2018	224.11	001	W	R
363720	AMERICAN ELECTRIC POWER	East Bus Garage	4/6/2018	1,165.42	001	W	R
363720	AMERICAN ELECTRIC POWER	Food Service D/W	4/6/2018	317.60	006	W	R
363721	DEL-CO WATER CO	Jan.- March 2018- Water	4/6/2018	634.10	004	W	R
363721	DEL-CO WATER CO	Jan.- March 2018- Water	4/6/2018	194.20	004	W	R
363721	DEL-CO WATER CO	Other Areas	4/6/2018	256.03	001	W	R
363721	DEL-CO WATER CO	West Bus Garage	4/6/2018	11.85	001	W	R
363721	DEL-CO WATER CO	Alum Creek	4/6/2018	308.95	001	W	R
363721	DEL-CO WATER CO	Arrowhead Elementary	4/6/2018	323.84	001	W	R
363721	DEL-CO WATER CO	Oak Creek	4/6/2018	437.51	001	W	R
363721	DEL-CO WATER CO	Walnut Creek	4/6/2018	507.87	001	W	R
363721	DEL-CO WATER CO	Glen Oak	4/6/2018	402.63	001	W	R
363721	DEL-CO WATER CO	Freedom Trail	4/6/2018	418.87	001	W	R
363721	DEL-CO WATER CO	Cheshire Elementary	4/6/2018	477.80	001	W	R
363721	DEL-CO WATER CO	Heritage Elementary	4/6/2018	410.45	001	W	R
363721	DEL-CO WATER CO	Shanahan Middle	4/6/2018	585.44	001	W	R
363721	DEL-CO WATER CO	Orange Middle	4/6/2018	743.62	001	W	R
363721	DEL-CO WATER CO	Olentangy High School	4/6/2018	1,631.66	001	W	R
363721	DEL-CO WATER CO	Orange High School	4/6/2018	1,340.65	001	W	R
363721	DEL-CO WATER CO	Olentangy Academy	4/6/2018	68.42	001	W	R
363721	DEL-CO WATER CO	Olentangy Administrative	4/6/2018	199.18	001	W	R
363721	DEL-CO WATER CO	Food Services D/W	4/6/2018	162.49	006	W	R
363722	REPUBLIC SERVICES #046	West Bus Garage	4/6/2018	290.32	001	W	R
363722	REPUBLIC SERVICES #046	Maintenance	4/6/2018	91.22	001	W	R
363722	REPUBLIC SERVICES #046	East Bus Garage	4/6/2018	91.22	001	W	R
363722	REPUBLIC SERVICES #046	Wyandot Run	4/6/2018	182.43	001	W	R
363722	REPUBLIC SERVICES #046	Alum Creek	4/6/2018	91.22	001	W	R
363722	REPUBLIC SERVICES #046	Scioto Ridge	4/6/2018	91.22	001	W	R
363722	REPUBLIC SERVICES #046	Arrowhead Elementary	4/6/2018	175.17	001	W	R
363722	REPUBLIC SERVICES #046	Oak Creek	4/6/2018	174.93	001	W	R
363722	REPUBLIC SERVICES #046	Tyler Run	4/6/2018	182.43	001	W	R
363722	REPUBLIC SERVICES #046	Walnut Creek	4/6/2018	182.43	001	W	R
363722	REPUBLIC SERVICES #046	Indian Springs	4/6/2018	182.21	001	W	R
363722	REPUBLIC SERVICES #046	Glen Oak	4/6/2018	91.22	001	W	R
363722	REPUBLIC SERVICES #046	Olentangy Meadows	4/6/2018	182.43	001	W	R
363722	REPUBLIC SERVICES #046	Liberty Tree	4/6/2018	204.26	001	W	R
363722	REPUBLIC SERVICES #046	Johnnycake Corners	4/6/2018	185.63	001	W	R
363722	REPUBLIC SERVICES #046	Freedom Trail	4/6/2018	182.43	001	W	R
363722	REPUBLIC SERVICES #046	Cheshire Elementary	4/6/2018	182.17	001	W	R
363722	REPUBLIC SERVICES #046	Heritage Elementary	4/6/2018	175.17	001	W	R
363722	REPUBLIC SERVICES #046	Shanahan Middle	4/6/2018	729.70	001	W	R
363722	REPUBLIC SERVICES #046	Liberty Middle	4/6/2018	419.68	001	W	R
363722	REPUBLIC SERVICES #046	Orange Middle	4/6/2018	272.85	001	W	R
363722	REPUBLIC SERVICES #046	Hyatts Middle	4/6/2018	273.65	001	W	R
363722	REPUBLIC SERVICES #046	Berkshire Middle	4/6/2018	273.65	001	W	R
363722	REPUBLIC SERVICES #046	Olentangy High School	4/6/2018	1,142.13	001	W	R
363722	REPUBLIC SERVICES #046	Liberty High School	4/6/2018	1,428.75	001	W	R
363722	REPUBLIC SERVICES #046	Orange High School	4/6/2018	1,087.12	001	W	R
363722	REPUBLIC SERVICES #046	Olentangy Academy	4/6/2018	73.06	001	W	R
363722	REPUBLIC SERVICES #046	Olentangy Administrative	4/6/2018	113.04	001	W	R
363723	CDW-G INC.	Misc Computer	4/6/2018	536.82	006	W	R
363724	LENKO, BETHANY	Mileage for Jan. - March, 2018	4/6/2018	160.23	006	W	R
363725	RTJ RESTAURANTS, LLC	Food/ACE Jan. - March, 2018	4/6/2018	-	006	W	R
363725	RTJ RESTAURANTS, LLC	AES	4/6/2018	379.95	006	W	R
363725	RTJ RESTAURANTS, LLC	OCE	4/6/2018	454.45	006	W	R
363725	RTJ RESTAURANTS, LLC	GOE	4/6/2018	-	006	W	R
363725	RTJ RESTAURANTS, LLC	OME	4/6/2018	432.10	006	W	R
363725	RTJ RESTAURANTS, LLC	JCE	4/6/2018	-	006	W	R
363725	RTJ RESTAURANTS, LLC	FTE	4/6/2018	424.65	006	W	R
363725	RTJ RESTAURANTS, LLC	CES	4/6/2018	505.35	006	W	R
363725	RTJ RESTAURANTS, LLC	HES	4/6/2018	528.95	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/WRE Jan. - March, 2018	4/6/2018	-	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/ACE	4/6/2018	-	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/SRE	4/6/2018	230.28	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/AES	4/6/2018	175.64	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/OCE	4/6/2018	-	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/TRE	4/6/2018	-	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/WCE	4/6/2018	-	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/ISE	4/6/2018	110.96	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/GOE	4/6/2018	98.74	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/OME	4/6/2018	161.98	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/LTE	4/6/2018	146.25	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/JCE	4/6/2018	114.68	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/FTE	4/6/2018	102.22	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/FTE	4/6/2018	108.79	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/CES	4/6/2018	98.78	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/HES	4/6/2018	99.06	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/SMS	4/6/2018	127.75	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/SMS	4/6/2018	236.40	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/LMS	4/6/2018	102.27	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/LMS	4/6/2018	146.65	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/LMS	4/6/2018	99.26	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/OMS	4/6/2018	149.09	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/OMS	4/6/2018	123.45	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/OMS	4/6/2018	165.15	006	W	R

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
363726	ICE CREAM SPECIALTIES & BAKERY	Food/HMS	4/6/2018	282.87	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/HMS	4/6/2018	213.70	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/BMS	4/6/2018	185.62	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/BMS	4/6/2018	241.27	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/OHS	4/6/2018	-	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/LHS	4/6/2018	-	006	W	R
363726	ICE CREAM SPECIALTIES & BAKERY	Food/OOHS	4/6/2018	206.14	006	W	R
363727	Rightway Food Service	Food/WRE Jan. - March, 2018	4/6/2018	483.16	006	W	R
363727	Rightway Food Service	Non Food/WRE Jan. - March,	4/6/2018	103.52	006	W	R
363727	Rightway Food Service	Food/ACE	4/6/2018	594.16	006	W	R
363727	Rightway Food Service	Non Food/ACE	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/SRE	4/6/2018	510.14	006	W	R
363727	Rightway Food Service	Non Food/SRE	4/6/2018	51.76	006	W	R
363727	Rightway Food Service	Food/AES	4/6/2018	338.61	006	W	R
363727	Rightway Food Service	Non Food/AES	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/OCE	4/6/2018	230.39	006	W	R
363727	Rightway Food Service	Non Food/OCE	4/6/2018	103.52	006	W	R
363727	Rightway Food Service	Food/TRE	4/6/2018	782.12	006	W	R
363727	Rightway Food Service	Non Food/TRE	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/WCE	4/6/2018	643.38	006	W	R
363727	Rightway Food Service	Non Food/WCE	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/ISE	4/6/2018	570.61	006	W	R
363727	Rightway Food Service	Non Food/ISE	4/6/2018	51.76	006	W	R
363727	Rightway Food Service	Food/GOE	4/6/2018	272.86	006	W	R
363727	Rightway Food Service	Non Food/GOE	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/OME	4/6/2018	848.45	006	W	R
363727	Rightway Food Service	Non Food/OME	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/LTE	4/6/2018	489.19	006	W	R
363727	Rightway Food Service	Non Food/LTE	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/JCE	4/6/2018	926.19	006	W	R
363727	Rightway Food Service	Non Food/JCE	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/FTE	4/6/2018	756.02	006	W	R
363727	Rightway Food Service	Non Food/FTE	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/CES	4/6/2018	601.97	006	W	R
363727	Rightway Food Service	Non Food/CES	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/HES	4/6/2018	760.45	006	W	R
363727	Rightway Food Service	Non Food/HES	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/SMS	4/6/2018	1,451.11	006	W	R
363727	Rightway Food Service	Non Food/SMS	4/6/2018	25.88	006	W	R
363727	Rightway Food Service	Food/LMS	4/6/2018	773.77	006	W	R
363727	Rightway Food Service	Non Food/LMS	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/OMS	4/6/2018	684.23	006	W	R
363727	Rightway Food Service	Non Food/OMS	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/HMS	4/6/2018	251.55	006	W	R
363727	Rightway Food Service	Non Food/HMS	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/BMS	4/6/2018	417.73	006	W	R
363727	Rightway Food Service	Non Food/BMS	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/OHS	4/6/2018	657.34	006	W	R
363727	Rightway Food Service	Non Food/OHS	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/LHS	4/6/2018	1,124.21	006	W	R
363727	Rightway Food Service	Non Food/LHS	4/6/2018	-	006	W	R
363727	Rightway Food Service	Food/OOHS	4/6/2018	910.33	006	W	R
363727	Rightway Food Service	Non Food/OOHS	4/6/2018	-	006	W	R
363728	DOMINO'S PIZZA	Food/WRE Jan. - March, 2018	4/6/2018	-	006	W	R
363728	DOMINO'S PIZZA	ACE	4/6/2018	385.50	006	W	R
363728	DOMINO'S PIZZA	SRE	4/6/2018	349.40	006	W	R
363728	DOMINO'S PIZZA	AES	4/6/2018	321.10	006	W	R
363728	DOMINO'S PIZZA	OCE	4/6/2018	-	006	W	R
363728	DOMINO'S PIZZA	TRE	4/6/2018	-	006	W	R
363728	DOMINO'S PIZZA	WCE	4/6/2018	357.00	006	W	R
363728	DOMINO'S PIZZA	ISE	4/6/2018	399.30	006	W	R
363728	DOMINO'S PIZZA	GOE	4/6/2018	413.20	006	W	R
363728	DOMINO'S PIZZA	OME	4/6/2018	402.20	006	W	R
363728	DOMINO'S PIZZA	LTE	4/6/2018	386.70	006	W	R
363728	DOMINO'S PIZZA	JCE	4/6/2018	412.90	006	W	R
363728	DOMINO'S PIZZA	FTE	4/6/2018	-	006	W	R
363728	DOMINO'S PIZZA	CES	4/6/2018	-	006	W	R
363728	DOMINO'S PIZZA	HES	4/6/2018	-	006	W	R
363728	DOMINO'S PIZZA	SMS	4/6/2018	715.10	006	W	R
363728	DOMINO'S PIZZA	LMS	4/6/2018	886.30	006	W	R
363728	DOMINO'S PIZZA	OMS	4/6/2018	820.60	006	W	R
363728	DOMINO'S PIZZA	HMS	4/6/2018	884.20	006	W	R
363728	DOMINO'S PIZZA	BMS	4/6/2018	880.20	006	W	R
363728	DOMINO'S PIZZA	OHS	4/6/2018	1,614.20	006	W	R
363728	DOMINO'S PIZZA	LHS	4/6/2018	1,051.30	006	W	R
363728	DOMINO'S PIZZA	OOHS	4/6/2018	883.00	006	W	R
363729	GORDON FOOD SERVICE	Food/WRE Jan. - March, 2018	4/6/2018	1,163.73	006	W	R
363729	GORDON FOOD SERVICE	Non Food/WRE Jan. - March,	4/6/2018	154.23	006	W	R
363729	GORDON FOOD SERVICE	Food/ACE	4/6/2018	1,565.83	006	W	R
363729	GORDON FOOD SERVICE	Non Food/ACE	4/6/2018	256.99	006	W	R
363729	GORDON FOOD SERVICE	Food/SRE	4/6/2018	1,430.32	006	W	R
363729	GORDON FOOD SERVICE	Non Food/SRE	4/6/2018	75.21	006	W	R
363729	GORDON FOOD SERVICE	Food/AES	4/6/2018	2,277.32	006	W	R
363729	GORDON FOOD SERVICE	Non Food/AES	4/6/2018	113.03	006	W	R
363729	GORDON FOOD SERVICE	Food/OCE	4/6/2018	3,029.76	006	W	R
363729	GORDON FOOD SERVICE	Non Food/OCE	4/6/2018	337.05	006	W	R
363729	GORDON FOOD SERVICE	Food/TRE	4/6/2018	1,691.49	006	W	R
363729	GORDON FOOD SERVICE	Non Food/TRE	4/6/2018	91.42	006	W	R
363729	GORDON FOOD SERVICE	Food/WCE	4/6/2018	2,569.97	006	W	R
363729	GORDON FOOD SERVICE	Non Food/WCE	4/6/2018	149.68	006	W	R
363729	GORDON FOOD SERVICE	Food/ISE	4/6/2018	1,341.43	006	W	R
363729	GORDON FOOD SERVICE	Non Food/ISE	4/6/2018	145.64	006	W	R
363729	GORDON FOOD SERVICE	Food/GOE	4/6/2018	1,617.92	006	W	R
363729	GORDON FOOD SERVICE	Non Food/GOE	4/6/2018	159.98	006	W	R

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
363729	GORDON FOOD SERVICE	Food/OME	4/6/2018	2,175.45	006	W	R
363729	GORDON FOOD SERVICE	Non Food/OME	4/6/2018	167.50	006	W	R
363729	GORDON FOOD SERVICE	Food/LTE	4/6/2018	2,144.31	006	W	R
363729	GORDON FOOD SERVICE	Non Food/LTE	4/6/2018	73.01	006	W	R
363729	GORDON FOOD SERVICE	Food/JCE	4/6/2018	4,295.55	006	W	R
363729	GORDON FOOD SERVICE	Non Food/JCE	4/6/2018	211.84	006	W	R
363729	GORDON FOOD SERVICE	Food/FTE	4/6/2018	1,956.16	006	W	R
363729	GORDON FOOD SERVICE	Non Food/FTE	4/6/2018	97.22	006	W	R
363729	GORDON FOOD SERVICE	Food/CES	4/6/2018	2,925.85	006	W	R
363729	GORDON FOOD SERVICE	Non Food/CES	4/6/2018	313.42	006	W	R
363729	GORDON FOOD SERVICE	Food/HES	4/6/2018	2,661.48	006	W	R
363729	GORDON FOOD SERVICE	Non Food/HES	4/6/2018	145.90	006	W	R
363729	GORDON FOOD SERVICE	Food/SMS	4/6/2018	8,207.85	006	W	R
363729	GORDON FOOD SERVICE	Non Food/SMS	4/6/2018	977.91	006	W	R
363729	GORDON FOOD SERVICE	Food/LMS	4/6/2018	6,639.68	006	W	R
363729	GORDON FOOD SERVICE	Non Food/LMS	4/6/2018	626.97	006	W	R
363729	GORDON FOOD SERVICE	Food/OMS	4/6/2018	5,944.33	006	W	R
363729	GORDON FOOD SERVICE	Non Food/OMS	4/6/2018	645.17	006	W	R
363729	GORDON FOOD SERVICE	Food/HMS	4/6/2018	5,825.68	006	W	R
363729	GORDON FOOD SERVICE	Non Food/HMS	4/6/2018	509.45	006	W	R
363729	GORDON FOOD SERVICE	Food/BMS	4/6/2018	7,872.96	006	W	R
363729	GORDON FOOD SERVICE	Non Food/BMS	4/6/2018	824.35	006	W	R
363729	GORDON FOOD SERVICE	Food/OHS	4/6/2018	11,001.41	006	W	R
363729	GORDON FOOD SERVICE	Non Food/OHS	4/6/2018	824.67	006	W	R
363729	GORDON FOOD SERVICE	Food/LHS	4/6/2018	10,195.69	006	W	R
363729	GORDON FOOD SERVICE	Non Food/LHS	4/6/2018	708.04	006	W	R
363729	GORDON FOOD SERVICE	Food/OOHS	4/6/2018	11,509.92	006	W	R
363729	GORDON FOOD SERVICE	Non Food/OOHS	4/6/2018	1,081.77	006	W	R
363730	POSTAGE BY PHONE RESERVE ACCT.	REPLENISH POSTAGE	4/6/2018	2,000.00	001	W	R
363731	OHIO DECA	ICDC REGISTRATION	4/6/2018	4,465.00	300	W	R
363732	GREAT AMERICA LEASING CORP.	Shanahan Copier Lease	4/6/2018	248.00	001	W	R
363732	GREAT AMERICA LEASING CORP.	Copier Maintenance	4/6/2018	38.65	001	W	R
363733	MT BUSINESS TECHNOLOGIES, INC.	District Copier Lease	4/6/2018	4,800.00	001	W	R
363735	COLUMBUS SPEECH AND HEARING	Speech and language services	4/9/2018	897.00	401	W	R
363736	STANTON'S SHEET MUSIC	Sheet music for K-8 music and	4/9/2018	116.10	401	W	R
363737	Hopeless to Hopeful Advocacy	Reading intervention services	4/9/2018	553.70	401	W	R
363738	McMURRY, PEGGY	Doubling Down on MTSS and RTI	4/9/2018	254.61	590	W	R
363739	OAESA	FY18 MEMBERSHIP DUES	4/9/2018	375.00	001	W	R
363740	ASCD	2017-18 MEMBERSHIP DUES	4/9/2018	239.00	001	W	R
363741	SCOTT SCRIVEN LLP	ATTORNEY FEES FY 18	4/9/2018	7,728.50	001	W	R
363742	JUDY'S CAFE & CATERING	VIP & Staff Breakfast	4/9/2018	660.00	007	W	W
363943	ACADEMIC THERAPY PUBLICATIONS	ELL Classroom Supplies - Item	4/9/2018	19.99	001	W	R
363943	ACADEMIC THERAPY PUBLICATIONS	Item #DDD-1902 - Everyday	4/9/2018	19.99	001	W	R
363943	ACADEMIC THERAPY PUBLICATIONS	Shipping	4/9/2018	5.00	001	W	R
363943	ACADEMIC THERAPY PUBLICATIONS	CLASSROOM MATERIALS	4/9/2018	65.96	551	W	R
363944	ACCURATE LABEL DESIGNS INC.	SUBSTITUTE STICK ON BADGE	4/9/2018	138.00	001	W	R
363944	ACCURATE LABEL DESIGNS INC.	VISITOR STICK ON BADGE (LABEL)	4/9/2018	69.00	001	W	R
363944	ACCURATE LABEL DESIGNS INC.	SHIPPING	4/9/2018	-	001	W	R
363945	AMERICAN RED CROSS	CPR & HEALTH EDUCATION	4/9/2018	135.00	001	W	R
363946	ANDERSON, MEGHAN	Reimbursement for registration	4/9/2018	145.00	001	W	R
363947	OLENTANGY ORANGE HIGH SCHOOL	CLUB ACCOUNTS - SCIENCE	4/9/2018	372.00	200	W	R
363948	Answers In Motion, LLC	Items for FTES	4/9/2018	94.27	001	W	R
363949	APPLE COMPUTER, INC.	MP2G2LL/A iPad WiFi, 32 GB,	4/9/2018	598.00	572	W	R
363950	ASIAN AMERICAN COMM.SERVICES	Interpreter $35/hour	4/9/2018	51.80	001	W	R
363951	AWARDSMITH	Plaques for sports awards	4/9/2018	1,050.00	300	W	R
363952	ARSENAULT ASSOCIATES	Renewal of Annual Software	4/9/2018	5,622.00	001	W	R
363953	BSN SPORTS	WRES- Stage Pad	4/9/2018	415.00	003	W	R
363953	BSN SPORTS	Shipping & Handling	4/9/2018	74.70	003	W	R
363954	BATES, JAMES	MUSIC CLINICIAN	4/9/2018	400.00	001	W	R
363955	Battistone, Joshua	PRINCIPAL'S OFFICE - MILEAGE	4/9/2018	62.13	001	W	W
363956	BEARD, TIM	3rd quarter mileage	4/9/2018	107.66	001	W	R
363957	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/9/2018	6,795.30	001	W	R
363957	BEEM'S BP DISTRIBUTING INC	Gasoline for maintenance	4/9/2018	858.05	001	W	R
363957	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/9/2018	7,369.68	001	W	R
363957	BEEM'S BP DISTRIBUTING INC	Gasoline for maintenance	4/9/2018	858.48	001	W	R
363957	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/9/2018	6,171.10	001	W	R
363957	BEEM'S BP DISTRIBUTING INC	Gasoline for maintenance	4/9/2018	146.84	001	W	R
363957	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/9/2018	8,143.61	001	W	R
363957	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/9/2018	7,888.68	001	W	R
363957	BEEM'S BP DISTRIBUTING INC	Gasoline for maintenance	4/9/2018	416.85	001	W	R
363957	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/9/2018	8,987.29	001	W	R
363957	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/9/2018	10,001.52	001	W	R
363957	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/9/2018	1,856.59	001	W	R
363958	BENDER COMMUNICATIONS, INC.	Labor and materials for the	4/9/2018	7,550.00	004	W	R
363959	BEREND, DANIEL	MILEAGE AND EXPENSES	4/9/2018	164.37	001	W	R
363960	BERRY'S BARBELL AND FITNESS	Landmine Plate Pivot	4/9/2018	150.00	300	W	R
363960	BERRY'S BARBELL AND FITNESS	70LB kettlebell	4/9/2018	320.00	300	W	R
363960	BERRY'S BARBELL AND FITNESS	44LB kettlebell	4/9/2018	232.00	300	W	R
363960	BERRY'S BARBELL AND FITNESS	35LB kettlebell	4/9/2018	180.00	300	W	R
363960	BERRY'S BARBELL AND FITNESS	WEIGHT ROOM EQUIP.	4/9/2018	120.00	300	W	R
363961	BETZ, JOHN	Mileage /PD for	4/9/2018	97.38	001	W	R
363962	Bridgeway Academy	TUITION FOR EDUCATION OF IEP	4/9/2018	1,280.00	001	W	R
363962	Bridgeway Academy	TUITION FOR EDUCATION IEP	4/9/2018	1,635.00	001	W	R
363962	Bridgeway Academy	TUITION FOR EDUCATION IEP	4/9/2018	2,245.00	516	W	R
363963	BRIGHT WHITE PAPER COMPANY	Black on White 23" poster	4/9/2018	269.85	001	W	R
363963	BRIGHT WHITE PAPER COMPANY	Blue on White 23"poster paper	4/9/2018	179.90	001	W	R
363963	BRIGHT WHITE PAPER COMPANY	Blue on White 23" poster paper	4/9/2018	39.95	001	W	R
363963	BRIGHT WHITE PAPER COMPANY	HIGH SCHOOL - COPIER SUPPLIES	4/9/2018	673.34	001	W	R
363964	BUCKEYE CERAMIC SUPPLY	CLAY MENDERS	4/9/2018	11.02	009	W	R
363964	BUCKEYE CERAMIC SUPPLY	GLAZE BRUSHES	4/9/2018	164.50	009	W	R
363964	BUCKEYE CERAMIC SUPPLY	A BED OF NAILS	4/9/2018	90.02	009	W	R
363964	BUCKEYE CERAMIC SUPPLY	XIEM SCORING/NEEDLE TOOL	4/9/2018	229.95	009	W	R
363964	BUCKEYE CERAMIC SUPPLY	STUDENT FEES - ART	4/9/2018	2,944.47	009	W	R
363965	Buckeye Scientific	TEACHING AIDS-SCIENCE	4/9/2018	80.00	001	W	R

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
363966	CDW-G INC.	See Attached Quote - Lock in	4/9/2018	520.94	001	W	R
363967	CAPITAL AWARDS, INC.	WINTER 2017-18	4/9/2018	324.45	300	W	R
363967	CAPITAL AWARDS, INC.	WINTER 2017-18	4/9/2018	62.70	300	W	R
363967	CAPITAL AWARDS, INC.	WINTER 2017-18	4/9/2018	199.05	300	W	R
363968	CAROLINA BIOLOGICAL	STUDENT FEES - SCIENCE	4/9/2018	236.18	009	W	R
363969	Castorena, Leslie	Reimbursement for registration	4/9/2018	99.00	001	W	R
363970	CLARK, JODIE	Reimbursement for expenses for	4/9/2018	112.87	001	W	R
363970	CLARK, JODIE	REIMBURSE FOR FINGERPRINTING	4/9/2018	50.00	001	W	R
363971	COLUMBUS ATHENAEUM	DEPOSIT FOR PROM 2019	4/9/2018	1,000.00	200	W	R
363972	COLUMBUS CLAY AND	LAGUNA B MIX	4/9/2018	797.50	009	W	R
363972	COLUMBUS CLAY AND	student supplies (see attached	4/9/2018	1,096.95	009	W	R
363973	CROWN AWARDS	Trophies and Ribbons for All	4/9/2018	399.89	300	W	R
363974	DATA RECOGNITION CORPORATION	2017-18 TerraNova / InView	4/9/2018	5,421.90	001	W	R
363975	DAYTON CINCINNATI TECHNOLOGY	See attached order for	4/9/2018	2,212.00	001	W	R
363976	DEAF SERVICES CENTER	Parent Mtg. 3/1 and kdg	4/9/2018	182.18	001	W	R
363977	DELAWARE COUNTY SHERIFF'S OFF.	DISTRICT PAYMENT FOR 5 SCHOOL	4/9/2018	22,243.41	001	W	R
363978	DELAWARE-MORROW MENTAL HEALTH	SUBSTANCE ABUSE RECOVERY	4/9/2018	20,663.34	001	W	W
363979	DEMCO	Media Supplies	4/9/2018	129.94	001	W	R
363979	DEMCO	Quote G8051076	4/9/2018	186.85	001	W	R
363979	DEMCO	see attached order	4/9/2018	146.02	001	W	R
363980	DICK BLICK ART MATERIALS	Art materials	4/9/2018	22.09	009	W	R
363980	DICK BLICK ART MATERIALS	STUDENT FEES - ART	4/9/2018	361.38	009	W	R
363980	DICK BLICK ART MATERIALS	ART SUPPLIES--PLEASE SEE	4/9/2018	1,358.77	009	W	R
363980	DICK BLICK ART MATERIALS	ART SUPPLIES--PLEASE SEE	4/9/2018	17.28	009	W	R
363980	DICK BLICK ART MATERIALS	ART SUPPLIES--PLEASE SEE	4/9/2018	22.89	009	W	R
363981	DYNAMIC PAINTING LLC	Shanahan Middle School- Labor	4/9/2018	950.00	003	W	R
363982	GRIFFITHS, ROBERT	Qualtrics 2018 X4 Summit,	4/9/2018	1,060.60	590	W	R
363983	EPS Literacy and Intervention	Item #5763 Spire Set 3	4/9/2018	294.60	018	W	R
363983	EPS Literacy and Intervention	Item #5770 Spire Level 6-8 set	4/9/2018	653.45	018	W	R
363983	EPS Literacy and Intervention	Shipping and Handling	4/9/2018	113.76	018	W	R
363984	EDUCATIONAL FUNDING GROUP	Voice and Fiber Erate Funds	4/9/2018	4,506.66	001	W	R
363985	EDUCATIONAL SERVICE CENTER	APEX seats for 2017.18	4/9/2018	32,960.00	001	W	R
363985	EDUCATIONAL SERVICE CENTER	REGISTRATIONS FOR WORKSHOPS	4/9/2018	375.00	001	W	R
363985	EDUCATIONAL SERVICE CENTER	REGISTRATIONS FOR WORKSHOPS	4/9/2018	375.00	001	W	R
363985	EDUCATIONAL SERVICE CENTER	REGISTRATIONS FOR WORKSHOPS	4/9/2018	125.00	001	W	R
363985	EDUCATIONAL SERVICE CENTER	VENTURES ACADEMY SEATS 8 @	4/9/2018	42,958.68	516	W	R
363985	EDUCATIONAL SERVICE CENTER	Registration for training	4/9/2018	125.00	001	W	R
363985	EDUCATIONAL SERVICE CENTER	Finger printing and background	4/9/2018	52.00	001	W	R
363985	EDUCATIONAL SERVICE CENTER	Finger printing and background	4/9/2018	26.00	001	W	R
363985	EDUCATIONAL SERVICE CENTER	Finger printing and background	4/9/2018	52.00	001	W	R
363985	EDUCATIONAL SERVICE CENTER	Finger printing and background	4/9/2018	84.00	001	W	R
363985	EDUCATIONAL SERVICE CENTER	Finger printing and background	4/9/2018	26.00	001	W	R
363985	EDUCATIONAL SERVICE CENTER	Finger printing and background	4/9/2018	29.00	001	W	R
363985	EDUCATIONAL SERVICE CENTER	Registration for online course	4/9/2018	126.00	001	W	R
363986	EISMON, CHELSEA	meetings/miles Eismon Jul aug	4/9/2018	103.20	001	W	W
363987	EMBROIDERY DESIGN GROUP	FORT ORANGE	4/9/2018	279.25	300	W	R
363988	ALL-LINES LEASING	Scrubbers	4/9/2018	2,972.83	001	W	W
363989	EXTRAORDINARY EVENTS	CLUB ACCOUNTS - CLASS OF 2019	4/9/2018	6,438.00	200	W	R
363990	Baldwin Wallace University	COMPUTER PROGRAMMING CONTEST	4/9/2018	60.00	018	W	R
363991	FOP Foundation	WESTERVILLE P.D. DONATION	4/9/2018	753.08	200	W	W
363992	FANNING/HOWEY ASSOC.,INC	Balance of Architectural,	4/9/2018	25,004.96	004	W	R
363992	FANNING/HOWEY ASSOC.,INC	Professional consultation and	4/9/2018	3,001.14	003	W	R
363992	FANNING/HOWEY ASSOC.,INC	Professional bid consultation	4/9/2018	7,747.29	003	W	R
363993	FARNHAM EQUIP. CO.	OOHS- Labor and materials for	4/9/2018	3,973.00	003	W	R
363994	FLAGHOUSE, INC.	CLASSROOM SUPPLIES FOR IEP	4/9/2018	238.00	516	W	R
363995	FLICHIA	WIGWAM SUPPLIES JAN-MAR	4/9/2018	388.92	300	W	R
363996	FOLLETT SCHOOL SOLUTIONS, INC	Supplemental text/ 3rd grade	4/9/2018	90.57	001	W	R
363997	FRANK MILLER LUMBER	STUDENT FEES - INDUSTRIAL TECH	4/9/2018	2,702.40	009	W	R
363998	FREE SPIRIT PUBLISHING INC.	Books for OBMS	4/9/2018	189.68	001	W	R
363999	FUN AND FUNCTION	CLASSROOM SUPPLIES FOR	4/9/2018	120.42	516	W	R
363999	FUN AND FUNCTION	CLASSROOM SUPPLIES FOR	4/9/2018	13.99	516	W	R
364000	GARG, VASUDHA	2 half hour sessions with our	4/9/2018	175.00	018	W	R
364000	GARG, VASUDHA	ELL SERVICES FRO OLSD STUDENT	4/9/2018	300.00	551	W	R
364001	Garland/DBS, Inc.	DryZone general roofing repair	4/9/2018	1,097.02	003	W	R
364001	Garland/DBS, Inc.	DryZone general roofing repair	4/9/2018	1,626.01	003	W	R
364001	Garland/DBS, Inc.	DryZone general roofing repair	4/9/2018	1,320.84	003	W	R
364001	Garland/DBS, Inc.	DryZone general roofing repair	4/9/2018	302.10	003	W	R
364001	Garland/DBS, Inc.	DryZone general roofing repair	4/9/2018	347.91	003	W	R
364001	Garland/DBS, Inc.	DryZone general roofing repair	4/9/2018	518.45	003	W	R
364001	Garland/DBS, Inc.	DryZone general roofing repair	4/9/2018	346.14	003	W	R
364001	Garland/DBS, Inc.	DryZone general roofing repair	4/9/2018	504.22	003	W	R
364001	Garland/DBS, Inc.	DryZone general roofing repair	4/9/2018	299.13	003	W	R
364001	Garland/DBS, Inc.	DryZone general roofing repair	4/9/2018	246.08	003	W	R
364001	Garland/DBS, Inc.	DryZone general roofing repair	4/9/2018	787.69	003	W	R
364001	Garland/DBS, Inc.	DryZone general roofing repair	4/9/2018	812.12	003	W	R
364001	Garland/DBS, Inc.	DryZone general roofing repair	4/9/2018	777.48	003	W	R
364001	Garland/DBS, Inc.	DryZone general roofing repair	4/9/2018	800.62	003	W	R
364001	Garland/DBS, Inc.	DryZone general roofing repair	4/9/2018	187.37	003	W	R
364001	Garland/DBS, Inc.	Increase for Roofing Repairs	4/9/2018	274.42	003	W	R
364001	Garland/DBS, Inc.	Increase for Roofing Repairs	4/9/2018	775.07	003	W	R
364001	Garland/DBS, Inc.	Increase for Roofing Repairs	4/9/2018	672.04	003	W	R
364001	Garland/DBS, Inc.	Increase for Roofing Repairs	4/9/2018	372.02	003	W	R
364001	Garland/DBS, Inc.	Increase for Roofing Repairs	4/9/2018	500.93	003	W	R
364001	Garland/DBS, Inc.	Increase for Roofing Repairs	4/9/2018	829.32	003	W	R
364001	Garland/DBS, Inc.	Increase for Roofing Repairs	4/9/2018	919.66	003	W	R
364001	Garland/DBS, Inc.	Increase for Roofing Repairs	4/9/2018	449.74	003	W	R
364002	Garrett Book Company	NEW BOOKS PER ATTACHED LIST	4/9/2018	510.60	001	W	R
364003	AMAZON.COM	Building Furniture and	4/9/2018	157.49	001	W	R
364003	AMAZON.COM	Building Furniture and	4/9/2018	60.92	001	W	R
364003	AMAZON.COM	Music Classroom Supplies - see	4/9/2018	259.73	001	W	R
364003	AMAZON.COM	Music Classroom Supplies - see	4/9/2018	9.63	001	W	R
364003	AMAZON.COM	Misc Supplies for Custodial	4/9/2018	162.03	001	W	R
364003	AMAZON.COM	Misc Supplies for Custodial	4/9/2018	27.92	001	W	R
364003	AMAZON.COM	JAN/FEB/MAR	4/9/2018	44.94	516	W	R

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364003	AMAZON.COM	JAN/FEB/MAR	4/9/2018	155.34	516	W	R
364003	AMAZON.COM	JAN/FEB/MAR	4/9/2018	129.95	516	W	R
364003	AMAZON.COM	JAN/FEB/MAR	4/9/2018	46.54	516	W	R
364003	AMAZON.COM	JAN/FEB/MAR	4/9/2018	431.16	516	W	R
364003	AMAZON.COM	JAN/FEB/MAR	4/9/2018	23.02	516	W	R
364003	AMAZON.COM	JAN/FEB/MAR	4/9/2018	61.72	516	W	R
364003	AMAZON.COM	JAN/FEB/MAR	4/9/2018	220.01	516	W	R
364003	AMAZON.COM	JAN/FEB/MAR	4/9/2018	43.45	516	W	R
364003	AMAZON.COM	JAN/FEB/MAR	4/9/2018	33.53	516	W	R
364003	AMAZON.COM	JAN/FEB/MAR	4/9/2018	430.70	516	W	R
364003	AMAZON.COM	JAN/FEB/MAR	4/9/2018	59.68	516	W	R
364003	AMAZON.COM	JAN/FEB/MAR	4/9/2018	25.67	516	W	R
364003	AMAZON.COM	JAN/FEB/MAR	4/9/2018	170.90	516	W	R
364004	GOPHER SPORT	GE72-048 Youth Footballs, set	4/9/2018	139.90	001	W	R
364004	GOPHER SPORT	GE72-047 Size 5 soccer balls,	4/9/2018	139.89	001	W	R
364004	GOPHER SPORT	GE72-046 Size 7 Basketballs,	4/9/2018	139.90	001	W	R
364004	GOPHER SPORT	GE71-250 4-Square Balls, 8.5"	4/9/2018	119.90	001	W	R
364004	GOPHER SPORT	GE43-511 Hula Hoops, 30"	4/9/2018	49.95	001	W	R
364004	GOPHER SPORT	17% shipping (ITEMS FOR	4/9/2018	100.22	001	W	R
364005	Grimes, Melissa	Reimbursement for registration	4/9/2018	145.00	001	W	R
364006	AMAZON.COM	Q3 teaching aides	4/9/2018	63.90	001	W	R
364006	AMAZON.COM	Q3 teaching aides	4/9/2018	17.71	001	W	R
364006	AMAZON.COM	Q3 teaching aides	4/9/2018	34.95	001	W	R
364006	AMAZON.COM	Q3 teaching aides	4/9/2018	11.00	001	W	R
364006	AMAZON.COM	Q3 teaching aides	4/9/2018	168.08	001	W	R
364006	AMAZON.COM	Q3 teaching aides	4/9/2018	6.50	001	W	R
364006	AMAZON.COM	PE equipment for field day	4/9/2018	544.51	018	W	R
364006	AMAZON.COM	CLUB ACCOUNT - YEARBOOK	4/9/2018	11.98	200	W	R
364006	AMAZON.COM	CLUB ACCOUNT - YEARBOOK	4/9/2018	50.21	200	W	R
364006	AMAZON.COM	CLUB ACCOUNT - YEARBOOK	4/9/2018	403.09	200	W	R
364006	AMAZON.COM	Zingo-Bingo with a Zing Game	4/9/2018	19.97	001	W	R
364006	AMAZON.COM	Making Friends is an Art!	4/9/2018	7.82	001	W	R
364006	AMAZON.COM	Personal Space Camp	4/9/2018	8.46	001	W	R
364006	AMAZON.COM	Do A Dot Art! Markers 6-pack,	4/9/2018	15.99	001	W	R
364006	AMAZON.COM	See attached list of items for	4/9/2018	17.58	018	W	R
364006	AMAZON.COM	See attached list of items for	4/9/2018	637.61	018	W	R
364006	AMAZON.COM	4th grade teaching aids	4/9/2018	40.00	001	W	R
364006	AMAZON.COM	5th grade teaching aids	4/9/2018	15.00	001	W	R
364006	AMAZON.COM	3rd grade teaching aids	4/9/2018	150.00	001	W	R
364006	AMAZON.COM	2nd grade teaching aids	4/9/2018	27.47	001	W	R
364006	AMAZON.COM	Office Supplies	4/9/2018	47.72	001	W	R
364007	Hall, Ellen	REIMBURSEMENT FOR BLACK FELT	4/9/2018	34.99	001	W	W
364008	AMAZON.COM	Martin Yale CL6 Manual	4/9/2018	73.08	001	W	R
364008	AMAZON.COM	Amazon purchase of Science	4/9/2018	78.36	001	W	R
364008	AMAZON.COM	4 PK INSIGHT FLUORESCENT LIGHT	4/9/2018	57.10	018	W	R
364008	AMAZON.COM	4 PK INSIGHT FLUORESCENT LIGHT	4/9/2018	31.54	018	W	R
364008	AMAZON.COM	Sony Stereo CD/Cassette	4/9/2018	49.99	401	W	R
364009	HALLENROSS & ASSOCIATES	Interpreter services	4/9/2018	62.70	001	W	R
364010	HEALTHCARE BILLING SERVICES, I	MEDICAID RECEIPTS - FY 18	4/9/2018	3,084.01	001	W	R
364011	HEINEMANN	SKU: E09924 HISTORICAL FICTION	4/9/2018	55.95	001	W	R
364011	HEINEMANN	SKU: E09923 SOCIAL ISSUES BOOK	4/9/2018	62.95	001	W	R
364011	HEINEMANN	SKU: E09927 DYSTOPIAN BOOK	4/9/2018	65.95	001	W	R
364011	HEINEMANN	SHIPPING	4/9/2018	18.49	001	W	R
364012	HERFF JONES	UNIFORM SCHOOL SUPPLIES -	4/9/2018	(51.44)	009	W	R
364012	HERFF JONES	GRADUATION DIPLOMA COVERS	4/9/2018	2,305.50	009	W	R
364012	HERFF JONES	HONOR CORDS AND VALEDICTORIAN	4/9/2018	1,710.00	009	W	R
364012	HERFF JONES	SERVICE CLUB GRADUATION CORDS	4/9/2018	128.62	200	W	R
364013	HEWLETT-PACKARD	Poster Maker, supplies	4/9/2018	2,053.68	018	W	R
364013	HEWLETT-PACKARD	Poster Maker, supplies	4/9/2018	304.26	018	W	R
364014	High School AD Network, LLC	AD Membership	4/9/2018	32.00	001	W	R
364015	HOME DEPOT	INDUSTRIAL TECH OPEN PO FOR	4/9/2018	11.88	009	W	R
364015	HOME DEPOT	INDUSTRIAL TECH OPEN PO FOR	4/9/2018	213.38	009	W	R
364016	HOME FIELD ADVANTAGE	Softball Uniforms	4/9/2018	2,268.00	300	W	R
364016	HOME FIELD ADVANTAGE	Softball Supplies	4/9/2018	454.00	300	W	R
364016	HOME FIELD ADVANTAGE	Hitting Tee	4/9/2018	16.52	300	W	R
364016	HOME FIELD ADVANTAGE	softball hitting tees	4/9/2018	184.48	300	W	R
364017	Iceman, Jennifer	Mileage - Jan.-March 2018	4/9/2018	162.17	001	W	R
364018	INNOVATIVE LEARNING CONCEPTS	CLASSROOM SUPPLIES FOR STUDENT	4/9/2018	69.95	516	W	R
364018	INNOVATIVE LEARNING CONCEPTS	SHIPPING	4/9/2018	8.00	516	W	R
364019	ACCESS 2 INTERPRETERS, LLC	FOREIGN LANGUAGE INTERPRETING	4/9/2018	178.30	001	W	R
364020	ASIAN AMERICAN COMM.SERVICES	FOREIGN LANGUAGE INTERPRETING	4/9/2018	148.75	001	W	R
364021	CROSS THREAD SOLUTIONS	FOREIGN LANGUAGE INTERPRETING	4/9/2018	293.98	001	W	R
364021	CROSS THREAD SOLUTIONS	FOREIGN LANGUAGE INTERPRETING	4/9/2018	514.47	001	W	R
364022	DEAF SERVICES CENTER	HEARING IMPAIRED INTERPRETING	4/9/2018	185.20	516	W	R
364022	DEAF SERVICES CENTER	FOREIGN LANGUAGE INTERPRETING	4/9/2018	237.17	001	W	R
364022	DEAF SERVICES CENTER	HEARING IMPAIRED INTERPRETING	4/9/2018	475.08	516	W	R
364022	DEAF SERVICES CENTER	HEARING IMPAIRED INTERPRETING	4/9/2018	447.58	516	W	R
364023	CROSS THREAD SOLUTIONS	HEARING IMPAIRED INTERPRETING	4/9/2018	193.08	516	W	R
364024	D'AMATO, DORA	FINAL PATRIOT PUB SUPPLIES	4/9/2018	300.00	200	W	R
364025	GAY, KANDACE	TREASURER'S OFFICE MILEAGE	4/12/2018	31.45	001	W	R
364026	ZAYE, LORI	TREASURER'S OFFICE MILEAGE	4/12/2018	22.35	001	W	R
364027	KNAPE, LEANN	DISTRICT MILEAGE	4/12/2018	17.39	001	W	R
364028	DETILLIO, VINCENT	DISTRICT MILEAGE	4/12/2018	59.27	001	W	R
364029	Powers, Jacqueline	DISTRICT MILEAGE	4/12/2018	76.63	001	W	W
364030	Ellison, Katherine	DISTRICT MILEAGE	4/12/2018	21.31	001	W	W
364031	COLE, HEATHER	DISTRICT MILEAGE	4/12/2018	19.84	001	W	R
364032	ZAYE, PATRICK	Mileage reimbursement and	4/12/2018	102.05	001	W	R
364033	Tufts, LaMont	Mileage reimbursement and	4/12/2018	42.78	001	W	R
364034	McMonagle, James	Mileage reimbursement and	4/12/2018	113.85	001	W	R
364035	FIELDS, JESSICA	Mileage reimbursement and	4/12/2018	16.62	001	W	R
364036	Winters, David	Mileage reimbursement and	4/12/2018	123.36	001	W	R
364037	Munn, Casey	Mileage reimbursement and	4/12/2018	72.62	001	W	R
364038	ROTH, CHRISTOPHER	Mileage reimbursement and	4/12/2018	92.62	001	W	R
364039	SOSTER, HEATHER	Mileage reimbursement and	4/12/2018	154.24	001	W	R

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364040	McGarvey, Irene	CERTIFIED MILEAGE (TRAVELING	4/12/2018	16.35	001	W	R
364041	MASON, KAREN	CERTIFIED MILEAGE (TRAVELING	4/12/2018	310.46	001	W	R
364042	CORNETT, JAMES	CERTIFIED MILEAGE (TRAVELING	4/12/2018	107.91	001	W	R
364043	Hendrickson, Krista	CERTIFIED MILEAGE (TRAVELING	4/12/2018	672.46	001	W	R
364044	DiPasquale, Katelyn	CERTIFIED MILEAGE (TRAVELING	4/12/2018	56.34	001	W	R
364045	PRESTON, LAURIE	CERTIFIED MILEAGE (TRAVELING	4/12/2018	74.12	001	W	R
364046	Ashworth, Jaime	CERTIFIED MILEAGE (TRAVELING	4/12/2018	69.48	001	W	R
364047	O'Brien, Lauren	CERTIFIED MILEAGE (TRAVELING	4/12/2018	19.08	001	W	W
364048	SETTIPANI, TRACEY	CERTIFIED MILEAGE (TRAVELING	4/12/2018	93.30	001	W	R
364049	Dyess, Jessica	CERTIFIED MILEAGE (TRAVELING	4/12/2018	13.89	001	W	R
364050	DOBNEY, RACHEL	CERTIFIED MILEAGE (TRAVELING	4/12/2018	243.81	001	W	R
364051	Lauria, Daniel	CERTIFIED MILEAGE (TRAVELING	4/12/2018	114.45	001	W	R
364052	Curtis, Darin	CERTIFIED MILEAGE (TRAVELING	4/12/2018	91.56	001	W	R
364053	Webb, Tim	CERTIFIED MILEAGE (TRAVELING	4/12/2018	54.94	001	W	R
364054	SHULACK, KATHLEEN	CERTIFIED MILEAGE (TRAVELING	4/12/2018	201.45	001	W	R
364055	HUGHES, ERIC	CERTIFIED MILEAGE (TRAVELING	4/12/2018	98.10	001	W	R
364056	GRIFFIN, CANDUN	CERTIFIED MILEAGE (TRAVELING	4/12/2018	145.02	001	W	R
364057	GUIDER, SARAH	ENGLISH SCHOOL LANGUAGE	4/12/2018	294.84	001	W	R
364058	Griffin, Ryan	ENGLISH SCHOOL LANGUAGE	4/12/2018	221.95	001	W	R
364059	MURPH, DAN	SC LIAISON	4/12/2018	421.83	001	W	R
364060	Rahschulte, Jennifer	ADAPTED PHYS ED	4/12/2018	93.89	001	W	R
364061	McNamara, Mary	ENGLISH SCHOOL LANGUAGE	4/12/2018	62.13	001	W	R
364062	ARGANBRIGHT, MARTY	DIRECTOR/SUPERVISORS	4/12/2018	149.66	001	W	R
364063	Maus, Elizabeth	ADAPTED PHYS ED	4/12/2018	89.65	001	W	R
364064	STEVENS, PAT JECK	VI-B MILEAGE	4/12/2018	86.38	516	W	R
364065	VALOT, NICOLE	ENGLISH SCHOOL LANGUAGE	4/12/2018	25.88	001	W	R
364066	WEST, JAMES	SC LIAISON	4/12/2018	338.62	001	W	R
364067	Fries, Marinda	ADAPTED PHYS ED	4/12/2018	44.69	001	W	R
364068	BRANDT, ALISON	SCHOOL PSYCHOLOGIST	4/12/2018	19.70	001	W	W
364069	CARPENTER, TARA	SCHOOL PSYCHOLOGIST	4/12/2018	19.84	001	W	R
364070	Jones, Erin	OCCUPATIONAL THERAPISTS	4/12/2018	467.92	001	W	R
364071	GARDNER, FRAN	SC LIAISON	4/12/2018	360.38	001	W	R
364072	CASTO, TRACI	DIRECTOR/SUPERVISOR	4/12/2018	500.06	001	W	R
364073	ANDREWS, SUSAN	CERTIFIED MILEAGE (TRAVELING	4/12/2018	167.13	001	W	R
364074	Music Theatre Wichita	RENTAL -- STATE FAIR	4/12/2018	2,090.00	200	W	R
364074	Music Theatre Wichita	RENTAL -- STATE FAIR	4/12/2018	440.00	200	W	R
364075	LAKESHORE LEARNING MATERIALS	Title I Instruction Supplies -	4/12/2018	1,273.13	572	W	R
364076	Loney, Sara	Adjudicator fee for S&E	4/12/2018	300.00	200	W	R
364077	Loudonville-Perrysville	MYA TUITION FOR IEP STUDENT	4/12/2018	1,078.00	001	W	R
364078	MAC GILL & CO.	HEALTH SUPPLIES - CLINIC	4/12/2018	46.99	001	W	R
364078	MAC GILL & CO.	-HEALTH SUPPLIES - CLINIC	4/12/2018	20.00	018	W	R
364079	Mason, Cindy	Mileage reimbursement for use	4/12/2018	173.88	001	W	R
364080	Maxim Healthcare Services, Inc	EDUCATIONAL COSTS FOR IEP	4/12/2018	323.75	516	W	R
364080	Maxim Healthcare Services, Inc	EDUCATIONAL COSTS FOR IEP	4/12/2018	1,267.25	516	W	R
364080	Maxim Healthcare Services, Inc	EDUCATIONAL COSTS FOR IEP	4/12/2018	823.25	516	W	R
364080	Maxim Healthcare Services, Inc	EDUCATIONAL COSTS FOR IEP	4/12/2018	1,165.50	516	W	R
364080	Maxim Healthcare Services, Inc	EDUCATIONAL COSTS FOR IEP	4/12/2018	1,045.25	516	W	R
364081	McIntire, Tim	Meals for electric training	4/12/2018	27.43	001	W	R
364081	McIntire, Tim	Mileage for electric training	4/12/2018	109.57	001	W	R
364082	Bernard, Sandy	Employee meal reimbursement	4/12/2018	27.13	001	W	R
364083	CORCORAN, JOHN	Employee meal reimbursement	4/12/2018	6.90	001	W	W
364084	FREDERICK, BRIAN	Employee meal reimbursement	4/12/2018	31.37	001	W	W
364085	HARTLEY, ALLEN	Employee meal reimbursement	4/12/2018	14.21	001	W	R
364086	Kienzle, Ken	Employee meal reimbursement	4/12/2018	21.35	001	W	R
364087	Smith, Michele	Employee meal reimbursement	4/12/2018	33.01	001	W	R
364088	WALKER, L MICKEY JR	Employee meal reimbursement	4/12/2018	12.40	001	W	R
364089	Mid-Ohio Foodbank	Donation to the Mid-Ohio Food	4/12/2018	761.34	200	W	W
364090	MIDWEST PHOTO EXCHANGE	HARMAN BY HAHNEMUHLE FINE	4/12/2018	30.00	001	W	R
364090	MIDWEST PHOTO EXCHANGE	HAHNEMUHLE FINE ART INKJET	4/12/2018	40.00	001	W	R
364090	MIDWEST PHOTO EXCHANGE	HAHNEMUHLE GLOSSY FINE ART	4/12/2018	30.00	001	W	R
364090	MIDWEST PHOTO EXCHANGE	EPSON 96 PHOTO BLACK	4/12/2018	171.45	001	W	R
364091	MILESTONE BENEFITS AGENCY, INC	HEALTH AND WELFARE CONSULTING	4/12/2018	4,500.00	001	W	W
364092	MINUTEMAN PRESS	BEACON PUBLICATION JAN-MAR	4/12/2018	798.13	200	W	R
364093	MAGICAL ATTRACTIONS	MUSIC, LIGHTS AND CURTAINS	4/12/2018	3,945.00	200	W	R
364094	All Ways Learning, LLC	Vendors for our ONE Community	4/12/2018	200.00	001	W	R
364095	Mosaic Education Network	Vendors for our ONE Community	4/12/2018	200.00	001	W	R
364096	Nori, Geetha	Vendors for our ONE Community	4/12/2018	200.00	001	W	R
364097	JEFFRIES, HASAN KWAME	Vendors for our ONE Community	4/12/2018	200.00	001	W	R
364098	VIP REHABILITATION SERVICES	VI & ORIENTATION AND MOBILITY	4/12/2018	8,700.00	516	W	R
364098	VIP REHABILITATION SERVICES	VI & ORIENTATION AND MOBILITY	4/12/2018	7,500.00	516	W	R
364099	MUSIC & ARTS	REPAIR & MAINT - MUSIC	4/12/2018	100.00	001	W	R
364099	MUSIC & ARTS	REPAIR & MAINT - MUSIC	4/12/2018	11.55	001	W	R
364099	MUSIC & ARTS	REPAIR & MAINT - MUSIC	4/12/2018	48.98	001	W	R
364100	NASCO	Art supplies, see attached	4/12/2018	356.76	001	W	R
364101	NAVEAU, MIKE	MILEAGE REIMBURSEMENT JAN-MAR	4/12/2018	40.33	001	W	R
364102	Nina's Health Care Services,	SERVICE FOR STUDENT ON IEP FOR	4/12/2018	1,053.00	516	W	R
364103	OHIO SCHOOL BD. ASSOC.	Register teacher Kelsey Smith	4/12/2018	40.00	001	W	R
364104	OLENTANGY ORANGE HIGH SCHOOL	CLUB ACCOUNTS - NEWSPAPER	4/12/2018	112.24	200	W	R
364105	OTTEN, PAM	Reimbursement for expenses for	4/12/2018	28.00	001	W	R
364106	OHSPRA	April 2018 Conference	4/12/2018	530.00	001	W	R
364107	OHIO SCHOOL BD. ASSOC.	Transpotation Services	4/12/2018	304.36	001	W	R
364108	PAINTED PATH ART THERAPY, LLC	THERAPY SERVICES FOR STUDENT	4/12/2018	455.00	001	W	R
364109	PETERSON THERMAL EQUIPMENT CO.	LHS- Hi Wear Mechanical Seal	4/12/2018	5,316.00	003	W	R
364109	PETERSON THERMAL EQUIPMENT CO.	Shipping & Handling	4/12/2018	13.93	003	W	R
364110	Premium Healthcare Services,	SERVICE FOR STUDENT ON IEP FOR	4/12/2018	847.60	516	W	R
364111	PROFESSIONAL SERVICE	High School #4- Professional	4/12/2018	796.56	004	W	R
364112	PROFORMA-ALLPRINT SOURCE	Blue Badge Reels with Hyatts	4/12/2018	210.00	200	W	R
364113	GUNN, STEPHANIE	REIMBURSEMENT FOR APPROVED PD	4/12/2018	-	516	W	R
364113	GUNN, STEPHANIE	ADDITIONAL ACCOUNT	4/12/2018	237.00	516	W	R
364114	HOJNACKI, SARAH	ADDITIONAL ACCOUNT	4/12/2018	237.00	516	W	R
364115	SHADOAN, MOLLY	ADDITIONAL ACCOUNT	4/12/2018	237.00	516	W	R
364116	Fries, Marinda	ADDITIONAL ACCOUNT	4/12/2018	237.00	516	W	R
364117	Tidball, Abigail	REIMBURSEMENT FOR APPROVED PD	4/12/2018	84.00	516	W	W
364118	Maus, Elizabeth	REIMBURSEMENT FOR APPROVED PD	4/12/2018	84.00	516	W	R

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364119	REALLY GOOD STUFF	306112BL Large book pouches,	4/12/2018	337.68	572	W	R
364119	REALLY GOOD STUFF	shipping	4/12/2018	40.52	572	W	R
364120	RETTIG MUSIC INC.	BAND INSTRUMENT REPAIRS	4/12/2018	563.00	001	W	R
364121	RIO GRANDE	JEWELR'S SAW	4/12/2018	32.20	001	W	R
364121	RIO GRANDE	SHIPPING	4/12/2018	4.95	001	W	R
364122	ROBERTS, MEGHAN	MILEAGE REIMBURSEMENT JAN-MAR	4/12/2018	80.93	001	W	R
364123	ROSCOE, JACLYN	Student benefits	4/12/2018	17.98	018	W	W
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	(90.78)	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	315.00	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	142.00	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	1,842.00	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	30.62	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	156.04	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	(532.00)	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	691.25	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	256.60	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	51.40	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	204.57	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	346.92	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	(166.25)	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	142.00	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	255.00	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	48.90	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	1,120.11	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	394.58	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	285.00	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	212.70	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	14.59	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	285.00	001	W	R
364124	RUSH TRUCK CENTERS OF OHIO	Parts and supplies for	4/12/2018	125.00	001	W	R
364125	Rust, Hannah	Reimbursement for conference	4/12/2018	120.00	001	W	R
364126	Sachs, Erica	REIMBURSEMENT FOR WINTER DANCE	4/12/2018	25.96	200	W	R
364127	SAIBEN, CHRISTOPHER	PRINCIPAL'S OFFICE - MILEAGE	4/12/2018	55.05	001	W	R
364128	SARAULLO, SHELLEY	REIMBURSEMENT FOR GROCERIES	4/12/2018	11.78	009	W	W
364129	Secure Transportation Company	Transportation Services for	4/12/2018	2,040.00	001	W	R
364129	Secure Transportation Company	Transportation Services for	4/12/2018	2,160.00	001	W	R
364129	Secure Transportation Company	Transportation Services for	4/12/2018	3,097.00	001	W	R
364129	Secure Transportation Company	Transportation Services for	4/12/2018	1,691.25	001	W	R
364130	SCHOOL HEALTH SUPPLY	28497 Dynarex Paper Surgical	4/12/2018	6.23	001	W	R
364130	SCHOOL HEALTH SUPPLY	1000060 Clorox 4 in 1	4/12/2018	6.21	001	W	R
364130	SCHOOL HEALTH SUPPLY	21744 Nitrile Exam Gloves	4/12/2018	4.67	001	W	R
364130	SCHOOL HEALTH SUPPLY	21743 Nitrile Exam Gloves	4/12/2018	4.67	001	W	R
364130	SCHOOL HEALTH SUPPLY	20% off District Discount	4/12/2018	(3.26)	001	W	R
364131	SHIER, PETE	RAWLING R100 BASEBALLS	4/12/2018	1,000.00	300	W	R
364131	SHIER, PETE	RAWLING R100 BASEBALLS	4/12/2018	50.00	300	W	R
364132	Sonova USA Inc.	FM SYSTEMS SUMMER	4/12/2018	129.00	001	W	R
364132	Sonova USA Inc.	FM SYSTEMS SUMMER	4/12/2018	100.00	001	W	R
364133	SOUNDCOM SYSTEMS	SMS- Labor and materials for	4/12/2018	30,700.00	003	W	R
364134	SRIBANDITMONGKOL, THAI	Reimbursement for expenses for	4/12/2018	62.02	001	W	W
364135	STANDERWICK, TARN	PIANO ACCOMPANIMENT SERVICES	4/12/2018	200.00	001	W	R
364136	Star Autism Support, Inc.	CLASSROOM MATERIALS FOR	4/12/2018	691.90	516	W	R
364137	STATE SECURITY, LLC	Professional Services for the	4/12/2018	4,140.00	001	W	R
364137	STATE SECURITY, LLC	Labor to install 40 security	4/12/2018	9,605.50	003	W	R
364137	STATE SECURITY, LLC	Materials to install 60	4/12/2018	1,199.50	003	W	R
364138	Staum, Susan	Mileage JANUARY, FEBRUARY,	4/12/2018	37.17	001	W	R
364139	Sterling Paper Co.	8 1/2 x 11 20# White 92 Brite	4/12/2018	980.40	001	W	R
364139	Sterling Paper Co.	20# Brights - Ultra Orange	4/12/2018	50.25	001	W	R
364139	Sterling Paper Co.	20# Brights - Ultra Fuchsia	4/12/2018	50.25	001	W	R
364139	Sterling Paper Co.	20# Brights - Ultra Lemon	4/12/2018	50.25	001	W	R
364139	Sterling Paper Co.	20# Bottle Rocket Blue	4/12/2018	37.95	001	W	R
364139	Sterling Paper Co.	20# Luminous Lavendar	4/12/2018	37.95	001	W	R
364139	Sterling Paper Co.	20# Ultra Grape	4/12/2018	50.25	001	W	R
364139	Sterling Paper Co.	20# Sea Blue	4/12/2018	56.25	001	W	R
364139	Sterling Paper Co.	20# Poppermint Green	4/12/2018	37.95	001	W	R
364139	Sterling Paper Co.	20# Brights - Meadow Green	4/12/2018	50.25	001	W	R
364139	Sterling Paper Co.	Pricing per Pete Murdre	4/12/2018	-	001	W	R
364139	Sterling Paper Co.	Copy machine supplies	4/12/2018	144.60	001	W	R
364139	Sterling Paper Co.	School05523	4/12/2018	1,114.80	001	W	R
364139	Sterling Paper Co.	MP2201BE	4/12/2018	290.80	018	W	R
364139	Sterling Paper Co.	POPPER-MINT GREEN	4/12/2018	17.80	001	W	R
364139	Sterling Paper Co.	FOUNTAIN OF GOLD	4/12/2018	10.68	001	W	R
364139	Sterling Paper Co.	SMOKE GRAY	4/12/2018	10.68	001	W	R
364139	Sterling Paper Co.	LUMINOUS LAVENDER	4/12/2018	24.92	001	W	R
364139	Sterling Paper Co.	BOOMIN BLUE CARDSTOCK	4/12/2018	9.50	001	W	R
364139	Sterling Paper Co.	YELLOW FLICKER	4/12/2018	9.50	001	W	R
364139	Sterling Paper Co.	GREEN SURGE	4/12/2018	9.50	001	W	R
364139	Sterling Paper Co.	BOTTLE ROCKET BLUE	4/12/2018	7.12	001	W	R
364139	Sterling Paper Co.	CRACKLING CANARY	4/12/2018	14.24	001	W	R
364140	STEP BY STEP ACADEMY	Educational Tuition for 17-18	4/12/2018	26,697.50	516	W	R
364141	VIAQUEST, INC	EDUCATIONAL COSTS FOR IEP	4/12/2018	2,350.00	516	W	R
364141	VIAQUEST, INC	EDUCATIONAL COSTS FOR IEP	4/12/2018	14,373.00	516	W	R
364141	VIAQUEST, INC	EDUCATIONAL COSTS FOR IEP	4/12/2018	12,055.00	516	W	R
364141	VIAQUEST, INC	EDUCATIONAL COSTS FOR IEP	4/12/2018	101.60	516	W	R
364141	VIAQUEST, INC	EDUCATIONAL COSTS FOR IEP	4/12/2018	11,727.50	516	W	R
364141	VIAQUEST, INC	EDUCATIONAL COSTS FOR IEP	4/12/2018	101.60	516	W	R
364142	TFH (USA) LTD.	CLASSROOM SUPPLIES FOR	4/12/2018	272.00	516	W	R
364143	Think Social Publishing Inc.	SOCIAL THINKING CONFERENCE	4/12/2018	495.20	516	W	R
364144	Thrive Therapy Associates, LLC	1ST HALF OF EDUCATIONAL	4/12/2018	1,982.24	516	W	R
364144	Thrive Therapy Associates, LLC	2ND HALF OF EDUCATIONAL	4/12/2018	2,505.76	516	W	R
364145	T & L GRAPHICS	ART SHIRTS	4/12/2018	106.00	300	W	R
364145	T & L GRAPHICS	PROM T-SHIRTS (FAVORS FOR 2018	4/12/2018	4,500.00	200	W	R
364145	T & L GRAPHICS	PROM WATER BOTTLE	4/12/2018	3,145.00	200	W	R
364145	T & L GRAPHICS	SHIPPING	4/12/2018	400.00	200	W	R
364146	TIERNEY BROTHERS, INC	FRU-SC12A-SB600 Fru Sc12A,	4/12/2018	189.00	018	W	R

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364146	TIERNEY BROTHERS, INC	Shipping and Handling	4/12/2018	10.00	018	W	R
364146	TIERNEY BROTHERS, INC	FRU-PT-SBM600 Pen Tray	4/12/2018	225.00	018	W	R
364147	TOLEDO PHYSICAL	TA PE - see attached	4/12/2018	175.93	001	W	R
364147	TOLEDO PHYSICAL	TA All grades - see attached	4/12/2018	5.00	001	W	R
364147	TOLEDO PHYSICAL	No shipping per Mike at Toledo	4/12/2018	-	001	W	R
364148	MORGAN, AMY	Mileage reimbursement for	4/12/2018	226.17	001	W	R
364149	TRISTAR TRANSPORTATION	Transportation service for	4/12/2018	30,148.50	001	W	R
364150	UPS	UPS shipping	4/12/2018	492.85	001	W	R
364151	Value City Arena at the Jerome	Graduation Venue	4/12/2018	5,250.00	009	W	R
364151	Value City Arena at the Jerome	for the Class of 2018	4/12/2018	5,250.00	009	W	R
364151	Value City Arena at the Jerome	(Facility, amenities and	4/12/2018	5,250.00	009	W	R
364152	VERITIV OPERATING COMPANY	11 x 17 white paper	4/12/2018	105.88	018	W	R
364153	OLENTANGY ORANGE HIGH SCHOOL	CLUB ACCOUNT - FACE TO FACE	4/12/2018	223.00	200	W	W
364154	School Therapy Solutions LLC	EDUCATIONAL COSTS FOR STUDENTS	4/12/2018	4,582.00	516	W	R
364155	Proforma Graphic Services	PSEPRZ-G (CHECKS)	4/12/2018	206.60	001	W	R
364155	Proforma Graphic Services	SHIPPING	4/12/2018	42.12	001	W	R
364156	WEI, IAN	3rd quarter mileage	4/12/2018	7.09	001	W	R
364157	WELCH, DEBORAH	Deborah Welch - GLAX Assigner	4/12/2018	50.00	300	W	R
364158	WEST MUSIC COMPANY	Remo 100 series Tubanos	4/12/2018	579.80	001	W	R
364158	WEST MUSIC COMPANY	Artful, Playful, Mindful Book	4/12/2018	19.99	001	W	R
364158	WEST MUSIC COMPANY	Free Shipping	4/12/2018	-	001	W	R
364159	WOLFE, JAY	Mileage reimbursement	4/12/2018	139.81	300	W	R
364160	WORK HEALTH	Physicals and medical testing	4/12/2018	726.00	001	W	R
364161	Wozniak, Lauren	MILEAGE REIMBURSEMENT JAN-MAR	4/12/2018	72.60	001	W	R
364162	Zahran, Cassandra	SENIOR VIDEO DUPLICATION	4/12/2018	718.45	200	W	R
364162	Zahran, Cassandra	SENIOR VIDEO CREATION	4/12/2018	1,788.00	200	W	R
364163	VOSS BROS. SALES	Custodial Supplies	4/12/2018	799.92	001	W	R
364164	PORTA KLEEN	Porta-Kleen payment for	4/12/2018	115.00	300	W	R
364165	MITCHELL, JEREMY	Mileage and Expense	4/12/2018	119.14	001	W	W
364166	PALO, MICHELE	Mileage for Jan. - March, 2018	4/12/2018	100.17	006	W	W
364167	Klosterman Baking Company	Food/WRE Jan. - March, 2018	4/12/2018	215.22	006	W	R
364167	Klosterman Baking Company	ACE	4/12/2018	187.47	006	W	R
364167	Klosterman Baking Company	SRE	4/12/2018	246.22	006	W	R
364167	Klosterman Baking Company	AES	4/12/2018	216.59	006	W	R
364167	Klosterman Baking Company	OCE	4/12/2018	362.62	006	W	R
364167	Klosterman Baking Company	TRE	4/12/2018	175.56	006	W	R
364167	Klosterman Baking Company	WCE	4/12/2018	187.34	006	W	R
364167	Klosterman Baking Company	ISE	4/12/2018	229.87	006	W	R
364167	Klosterman Baking Company	GOE	4/12/2018	229.98	006	W	R
364167	Klosterman Baking Company	OME	4/12/2018	235.56	006	W	R
364167	Klosterman Baking Company	LTE	4/12/2018	130.11	006	W	R
364167	Klosterman Baking Company	JCE	4/12/2018	355.82	006	W	R
364167	Klosterman Baking Company	FTE	4/12/2018	248.31	006	W	R
364167	Klosterman Baking Company	CES	4/12/2018	247.35	006	W	R
364167	Klosterman Baking Company	HES	4/12/2018	221.32	006	W	R
364167	Klosterman Baking Company	SMS	4/12/2018	476.30	006	W	R
364167	Klosterman Baking Company	LMS	4/12/2018	407.71	006	W	R
364167	Klosterman Baking Company	OMS	4/12/2018	557.36	006	W	R
364167	Klosterman Baking Company	HMS	4/12/2018	407.02	006	W	R
364167	Klosterman Baking Company	BMS	4/12/2018	688.20	006	W	R
364167	Klosterman Baking Company	OHS	4/12/2018	698.45	006	W	R
364167	Klosterman Baking Company	LHS	4/12/2018	937.34	006	W	R
364167	Klosterman Baking Company	OOHS	4/12/2018	764.99	006	W	R
364168	PIZZA HUT	Food/WRE Jan. - March, 2018	4/12/2018	294.00	006	W	R
364168	PIZZA HUT	ACE	4/12/2018	392.00	006	W	R
364168	PIZZA HUT	SRE	4/12/2018	-	006	W	R
364168	PIZZA HUT	AES	4/12/2018	-	006	W	R
364168	PIZZA HUT	OCE	4/12/2018	441.00	006	W	R
364168	PIZZA HUT	TRE	4/12/2018	-	006	W	R
364168	PIZZA HUT	WCE	4/12/2018	385.00	006	W	R
364168	PIZZA HUT	ISE	4/12/2018	427.00	006	W	R
364168	PIZZA HUT	GOE	4/12/2018	392.00	006	W	R
364168	PIZZA HUT	OME	4/12/2018	-	006	W	R
364168	PIZZA HUT	LTE	4/12/2018	385.00	006	W	R
364168	PIZZA HUT	JCE	4/12/2018	420.00	006	W	R
364168	PIZZA HUT	FTE	4/12/2018	-	006	W	R
364168	PIZZA HUT	CES	4/12/2018	-	006	W	R
364168	PIZZA HUT	HES	4/12/2018	483.00	006	W	R
364168	PIZZA HUT	SMS	4/12/2018	336.00	006	W	R
364168	PIZZA HUT	SMS	4/12/2018	336.00	006	W	R
364168	PIZZA HUT	SMS	4/12/2018	336.00	006	W	R
364168	PIZZA HUT	SMS	4/12/2018	336.00	006	W	R
364168	PIZZA HUT	LMS	4/12/2018	329.00	006	W	R
364168	PIZZA HUT	LMS	4/12/2018	301.00	006	W	R
364168	PIZZA HUT	LMS	4/12/2018	245.00	006	W	R
364168	PIZZA HUT	LMS	4/12/2018	322.00	006	W	R
364168	PIZZA HUT	OMS	4/12/2018	294.00	006	W	R
364168	PIZZA HUT	OMS	4/12/2018	315.00	006	W	R
364168	PIZZA HUT	OMS	4/12/2018	315.00	006	W	R
364168	PIZZA HUT	OMS	4/12/2018	315.00	006	W	R
364168	PIZZA HUT	HMS	4/12/2018	273.00	006	W	R
364168	PIZZA HUT	HMS	4/12/2018	273.00	006	W	R
364168	PIZZA HUT	HMS	4/12/2018	294.00	006	W	R
364168	PIZZA HUT	HMS	4/12/2018	294.00	006	W	R
364168	PIZZA HUT	BMS	4/12/2018	273.00	006	W	R
364168	PIZZA HUT	BMS	4/12/2018	301.00	006	W	R
364168	PIZZA HUT	BMS	4/12/2018	259.00	006	W	R
364168	PIZZA HUT	BMS	4/12/2018	266.00	006	W	R
364168	PIZZA HUT	OHS	4/12/2018	357.00	006	W	R
364168	PIZZA HUT	OHS	4/12/2018	357.00	006	W	R
364168	PIZZA HUT	OHS	4/12/2018	385.00	006	W	R
364168	PIZZA HUT	LHS	4/12/2018	385.00	006	W	R
364168	PIZZA HUT	LHS	4/12/2018	385.00	006	W	R
364168	PIZZA HUT	LHS	4/12/2018	308.00	006	W	R

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364168	PIZZA HUT	OOHS	4/12/2018	168.00	006	W	R
364168	PIZZA HUT	OOHS	4/12/2018	168.00	006	W	R
364168	PIZZA HUT	OOHS	4/12/2018	175.00	006	W	R
364169	BATTERIES PLUS	Food Service Maintenance -	4/12/2018	62.85	006	W	R
364170	COMMERCIAL PARTS	Food Service Maintenance -	4/12/2018	242.50	006	W	R
364170	COMMERCIAL PARTS	Food Service Maintenance -	4/12/2018	242.50	006	W	R
364170	COMMERCIAL PARTS	Food Service Maintenance -	4/12/2018	271.25	006	W	R
364170	COMMERCIAL PARTS	Food Service Maintenance -	4/12/2018	189.84	006	W	R
364170	COMMERCIAL PARTS	Food Service Maintenance -	4/12/2018	207.50	006	W	R
364171	GRAINGER, INC.	Food Service Maintenance -	4/12/2018	87.86	006	W	R
364171	GRAINGER, INC.	Food Service Maintenance -	4/12/2018	5.57	006	W	R
364171	GRAINGER, INC.	Food Service Maintenance -	4/12/2018	25.27	006	W	R
364171	GRAINGER, INC.	Food Service Maintenance -	4/12/2018	68.96	006	W	R
364172	HERITAGE FOOD SERVICE	Food Service Maintenance -	4/12/2018	65.19	006	W	R
364172	HERITAGE FOOD SERVICE	Food Service Maintenance -	4/12/2018	86.24	006	W	R
364172	HERITAGE FOOD SERVICE	Food Service Maintenance -	4/12/2018	276.58	006	W	R
364172	HERITAGE FOOD SERVICE	Food Service Maintenance -	4/12/2018	271.84	006	W	R
364172	HERITAGE FOOD SERVICE	Food Service Maintenance -	4/12/2018	1,510.01	006	W	R
364172	HERITAGE FOOD SERVICE	Food Service Maintenance -	4/12/2018	30.30	006	W	R
364172	HERITAGE FOOD SERVICE	Food Service Maintenance -	4/12/2018	1,024.10	006	W	R
364172	HERITAGE FOOD SERVICE	Food Service Maintenance -	4/12/2018	68.89	006	W	R
364172	HERITAGE FOOD SERVICE	Food Service Maintenance -	4/12/2018	303.45	006	W	R
364172	HERITAGE FOOD SERVICE	Food Service Maintenance -	4/12/2018	180.03	006	W	R
364172	HERITAGE FOOD SERVICE	Food Service Maintenance -	4/12/2018	6.58	006	W	R
364172	HERITAGE FOOD SERVICE	Food Service Maintenance -	4/12/2018	16.50	006	W	R
364172	HERITAGE FOOD SERVICE	Food Service Maintenance -	4/12/2018	164.44	006	W	R
364173	MENARDS INC	Food Service Maintenance -	4/12/2018	19.47	006	W	R
364173	MENARDS INC	Food Service Maintenance -	4/12/2018	24.89	006	W	R
364173	MENARDS INC	Food Service Maintenance -	4/12/2018	17.36	006	W	R
364173	MENARDS INC	Food Service Maintenance -	4/12/2018	20.68	006	W	R
364173	MENARDS INC	Food Service Maintenance -	4/12/2018	94.21	006	W	R
364173	MENARDS INC	Food Service Maintenance -	4/12/2018	17.62	006	W	R
364173	MENARDS INC	Food Service Maintenance -	4/12/2018	194.37	006	W	R
364173	MENARDS INC	Food Service Maintenance -	4/12/2018	53.65	006	W	R
364174	NOFZIGER DOOR SALES INC	Food Service Maintenance -	4/12/2018	152.00	006	W	R
364175	UNITED REFRIGERATION	Food Service Maintenance -	4/12/2018	38.28	006	W	R
364175	UNITED REFRIGERATION	Food Service Maintenance -	4/12/2018	280.73	006	W	R
364176	PESI, LLC	REGISTRATION COST FOR APPROVED	4/12/2018	249.96	516	W	R
364177	Jones, Erin	REIMBURSEMENT FOR APPROVED PD	4/12/2018	254.61	516	W	R
364178	DISCOVERY BENEFITS, INC.	COBRA	4/13/2018	196.00	001	W	R
364179	TREETOP PUBLISHING	1802 Bare Books for student	4/17/2018	172.50	401	W	R
364179	TREETOP PUBLISHING	shipping	4/17/2018	17.25	401	W	R
364180	ZANER-BLOSER	Handwriting Books	4/17/2018	198.73	401	W	R
364180	ZANER-BLOSER	Shipping	4/17/2018	17.89	401	W	R
364181	NASCO	Frogs for disection in Middle	4/17/2018	142.80	401	W	R
364182	ASCD	CURRICULUM MEMBERSHIP DUES	4/17/2018	239.00	001	W	R
364183	McGRAW-HILL	2nd Grade Social Studies text	4/17/2018	155.26	401	W	R
364183	McGRAW-HILL	Shipping	4/17/2018	18.53	401	W	R
364184	KONICA MINOLTA BUSINESS	Copier Services	4/17/2018	206.47	401	W	R
364185	POLARIS CHRISTIAN ACADEMY	On-demand Professional	4/17/2018	1,529.00	590	W	R
364186	EDUCATIONAL SERVICE CENTER	FY18 CONTRACTED SERVICES	4/17/2018	382,677.72	001	W	R
364186	EDUCATIONAL SERVICE CENTER	FY18 CONTRACTED SERVICES	4/17/2018	386,739.01	001	W	R
364186	EDUCATIONAL SERVICE CENTER	FY18 CONTRACTED SERVICES	4/17/2018	(5,339.75)	001	W	R
364186	EDUCATIONAL SERVICE CENTER	FY18 CONTRACTED SERVICES	4/17/2018	(3,332.67)	001	W	R
364186	EDUCATIONAL SERVICE CENTER	FY18 CONTRACTED SERVICES	4/17/2018	(5,339.75)	001	W	R
364186	EDUCATIONAL SERVICE CENTER	FY18 CONTRACTED SERVICES	4/17/2018	(3,332.66)	001	W	R
364187	RICH & GILLIS LAW GROUP, LLC	ATTORNEY FEES FY 18	4/17/2018	10,482.80	001	W	R
364188	HAUGH, SUSAN KAY	GLAX Gate Help	4/17/2018	36.00	300	W	R
364188	HAUGH, SUSAN KAY	BLAX Gate Help	4/17/2018	39.00	300	W	R
364189	BOLAND, JENNY	BLAX Gate Help	4/17/2018	18.00	300	W	W
364190	Hope, Jessica	BLAX Gate Help	4/17/2018	33.00	300	W	W
364190	Hope, Jessica	GLAX Gate Help	4/17/2018	30.00	300	W	W
364190	Hope, Jessica	GLAX Gate Help	4/17/2018	24.00	300	W	W
364191	NEWARK CITY SCHOOLS	Boys Track Fees	4/17/2018	75.00	300	W	W
364191	NEWARK CITY SCHOOLS	Girls Track Fees	4/17/2018	75.00	300	W	W
364192	PICKERINGTON H.S. NORTH	Boys Track Fees	4/17/2018	125.00	300	W	W
364192	PICKERINGTON H.S. NORTH	Girls Track Fees	4/17/2018	125.00	300	W	W
364193	CENTERVILLE HIGH SCHOOL	Boys Track Fees	4/17/2018	150.00	300	W	R
364193	CENTERVILLE HIGH SCHOOL	Girls Track Fees	4/17/2018	150.00	300	W	R
364194	OLENTANGY LIBERTY HIGH SCHOOL	Boys Track Fees	4/17/2018	100.00	300	W	R
364194	OLENTANGY LIBERTY HIGH SCHOOL	Girls Track Fees	4/17/2018	100.00	300	W	R
364195	JOHN GLENN HIGH SCHOOL	Boys Track Fees	4/17/2018	75.00	300	W	W
364195	JOHN GLENN HIGH SCHOOL	Girls Track Fees	4/17/2018	75.00	300	W	W
364196	OLENTANGY HIGH SCHOOL	Boys Track Fees	4/17/2018	55.00	300	W	R
364196	OLENTANGY HIGH SCHOOL	Girls Track Fees	4/17/2018	55.00	300	W	R
364197	HILLIARD DARBY HIGH SCHOOL	Boys Track Fees	4/17/2018	75.00	300	W	W
364197	HILLIARD DARBY HIGH SCHOOL	Girls Track Fees	4/17/2018	75.00	300	W	W
364198	COIAAA	Spring Membership AD Meeting	4/17/2018	40.00	300	W	R
364199	WELCH, DEBORAH	Girls LAX assignor	4/17/2018	50.00	300	W	R
364200	HARRIMAN, DOUG	Boys LAX assignor	4/17/2018	100.00	300	W	R
364201	COIAAA	COIAAA Spring Workshop	4/17/2018	40.00	001	W	R
364202	DUBLIN SCIOTO LAX BOOSTERS	Boys LAX registration fees	4/17/2018	85.00	300	W	R
364203	WORTHINGWAY MIDDLE SCHOOL	Boys/Girls Track Invitational	4/17/2018	200.00	300	W	R
364204	WATKINS MEMORIAL HIGH SCHOOL	Boys/Girls Track Invitational	4/17/2018	150.00	300	W	R
364205	DUBLIN SCIOTO LAX BOOSTERS	LAX Assignor	4/17/2018	85.00	300	W	R
364206	AHMED, CARRIE	Mileage for Jan., Feb. and	4/17/2018	19.62	001	W	W
364207	AMAZON.COM	Q3 Teaching aides	4/17/2018	236.02	001	W	R
364207	AMAZON.COM	Q3 Teaching aides	4/17/2018	138.96	001	W	R
364207	AMAZON.COM	TEACHING AIDES	4/17/2018	201.35	001	W	R
364207	AMAZON.COM	TEACHING AIDES	4/17/2018	188.67	001	W	R
364207	AMAZON.COM	TEACHING AIDES	4/17/2018	93.52	001	W	R
364207	AMAZON.COM	TEACHING AIDES	4/17/2018	25.90	001	W	R
364207	AMAZON.COM	Q3 Student purchases	4/17/2018	57.28	009	W	R
364207	AMAZON.COM	Q3 Student purchases	4/17/2018	200.81	009	W	R

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364207	AMAZON.COM	Q3 Student purchases	4/17/2018	24.52	009	W	R
364207	AMAZON.COM	Q3 Student purchases	4/17/2018	10.96	009	W	R
364207	AMAZON.COM	Q3 Student purchases	4/17/2018	136.17	009	W	R
364208	BLACK, LARRY	Softball Assignor	4/17/2018	75.00	300	W	R
364209	AMAZON.COM	CLUB ACCOUNTS - SCIENCE	4/17/2018	64.21	200	W	R
364210	RUSTY MUSKET	SCIENCE OLYMPIAD SHIRTS	4/17/2018	754.00	200	W	R
364211	LAKEFRONT LINES, INC.	SKI CLUB TRANSPORTATION	4/17/2018	575.00	200	W	R
364212	David Hopler Photography	PHOTOBOOTH RENTAL FOR PROM	4/17/2018	1,000.00	200	W	R
364213	BUCKEYE SOUNDS	LIVE DISC JOCKEY SERVICES FOR	4/17/2018	2,790.00	200	W	R
364214	NEW ALBANY ATHLETIC DEPT.	Misc. entry fees	4/17/2018	150.00	300	W	R
364215	THOMAS WORTHINGTON	Misc. entry fees	4/17/2018	225.00	300	W	W
364216	Ohio Lacrosse LLC	Misc. entry fees	4/17/2018	97.50	300	W	W
364217	COHS BOWLING CONFERENCE	Misc. entry fees	4/17/2018	210.00	300	W	R
364218	OHIO CAPITAL CONFERENCE	Misc. entry fees	4/17/2018	100.00	300	W	R
364218	OHIO CAPITAL CONFERENCE	GLAX official fee	4/17/2018	85.00	300	W	R
364219	EHRHARDT, LISA	BLAX gate help	4/17/2018	42.00	300	W	R
364219	EHRHARDT, LISA	GLAX gate help	4/17/2018	39.00	300	W	R
364220	Carr, Jaclyn	Gate Help	4/17/2018	60.00	022	W	R
364221	Clausing, Lisa M.	LACROSSE BOYS	4/17/2018	45.00	300	W	W
364221	Clausing, Lisa M.	LACROSSE BOYS	4/17/2018	36.00	300	W	W
364221	Clausing, Lisa M.	LACROSSE BOYS	4/17/2018	18.00	300	W	W
364221	Clausing, Lisa M.	LACROSSE BOYS	4/17/2018	45.00	300	W	W
364221	Clausing, Lisa M.	LACROSSE BOYS	4/17/2018	33.00	300	W	W
364221	Clausing, Lisa M.	LACROSSE BOYS	4/17/2018	42.00	300	W	W
364221	Clausing, Lisa M.	TRACK BOYS	4/17/2018	18.00	300	W	W
364221	Clausing, Lisa M.	TRACK GIRLS	4/17/2018	18.00	300	W	W
364222	HILLIARD DAVIDSON	TENNIS ENTRY FEE	4/17/2018	160.00	300	W	W
364223	DUBLIN SCIOTO LAX BOOSTERS	Fees - Boys LAX	4/17/2018	85.00	300	W	W
364224	FRITCH, BRENT	Blax gate help	4/17/2018	18.00	300	W	W
364224	FRITCH, BRENT	Blax gate help	4/17/2018	18.00	300	W	W
364225	DUBLIN SCIOTO LAX BOOSTERS	Boys LAX	4/17/2018	85.00	300	W	R
364226	DEMPSEY MIDDLE SCHOOL	Softball Tournament Fee	4/17/2018	200.00	300	W	R
364227	DUBLIN COFFMAN GIRLS	Girls LAX registration fees	4/17/2018	350.00	300	W	W
364228	BLACK, LARRY	Softball assignor	4/17/2018	100.00	300	W	R
364229	BIG WALNUT MIDDLE SCHOOL	TRACK FEES	4/17/2018	150.00	300	W	V
364230	DUBLIN COFFMAN GIRLS	GLAX FEES	4/17/2018	175.00	300	W	W
364231	DUBLIN SCIOTO LAX BOOSTERS	BLAX FEES	4/17/2018	85.00	300	W	R
364232	BATTERIES PLUS	Parts D/W	4/17/2018	808.50	001	W	R
364232	BATTERIES PLUS	Parts D/W	4/17/2018	227.60	001	W	R
364233	Chris Powell Pottery LTD	Professional & Technical	4/17/2018	116.00	001	W	R
364234	CONSOLIDATED ELECTRICAL	Parts D/W	4/17/2018	1,480.00	001	W	R
364235	DELAWARE MOTIVE PARTS	Parts D/W	4/17/2018	26.88	001	W	R
364235	DELAWARE MOTIVE PARTS	Parts D/W	4/17/2018	21.99	001	W	R
364235	DELAWARE MOTIVE PARTS	Parts D/W	4/17/2018	108.29	001	W	R
364235	DELAWARE MOTIVE PARTS	Parts D/W	4/17/2018	22.48	001	W	R
364235	DELAWARE MOTIVE PARTS	Parts D/W	4/17/2018	155.88	001	W	R
364235	DELAWARE MOTIVE PARTS	Parts D/W	4/17/2018	251.36	001	W	R
364236	EMERGENCY PLUMBING SERVICE	Repairs & Maintenance D/W	4/17/2018	213.00	001	W	R
364237	Environmental Comfort LLC	Professional & Technical	4/17/2018	225.00	001	W	R
364238	EVOLUTION AG, LLC	Parts D/W	4/17/2018	162.17	001	W	R
364238	EVOLUTION AG, LLC	Parts D/W	4/17/2018	72.83	001	W	R
364238	EVOLUTION AG, LLC	Parts D/W	4/17/2018	(174.14)	001	W	R
364239	EQUIPARTS CORP	Parts D/W	4/17/2018	11.90	001	W	R
364239	EQUIPARTS CORP	Parts D/W	4/17/2018	110.12	001	W	R
364239	EQUIPARTS CORP	Parts D/W	4/17/2018	1,487.72	001	W	R
364239	EQUIPARTS CORP	Parts D/W	4/17/2018	1,047.52	001	W	R
364239	EQUIPARTS CORP	Parts D/W	4/17/2018	58.62	001	W	R
364239	EQUIPARTS CORP	Parts D/W	4/17/2018	1,168.76	001	W	R
364239	EQUIPARTS CORP	Parts D/W	4/17/2018	1,761.00	001	W	R
364239	EQUIPARTS CORP	Parts D/W	4/17/2018	175.86	001	W	R
364239	EQUIPARTS CORP	Parts D/W	4/17/2018	76.04	001	W	R
364239	EQUIPARTS CORP	Parts D/W	4/17/2018	1,462.68	001	W	R
364240	GENESIS BUILDING SYSTEMS, INC.	Professional & Technical	4/17/2018	325.00	001	W	R
364241	GOLDEN BEAR LOCK&SAFE	Parts D/W	4/17/2018	101.00	001	W	R
364241	GOLDEN BEAR LOCK&SAFE	Parts D/W	4/17/2018	30.00	001	W	R
364242	GRAYBAR	Parts D/W	4/17/2018	1,013.73	001	W	R
364242	GRAYBAR	Parts D/W	4/17/2018	304.05	001	W	R
364242	GRAYBAR	Parts D/W	4/17/2018	149.22	001	W	R
364242	GRAYBAR	Parts D/W	4/17/2018	259.95	001	W	R
364243	GRAINGER, INC.	Parts D/W	4/17/2018	24.19	001	W	R
364244	Habitec Security	Professional & Technical	4/17/2018	192.00	001	W	R
364244	Habitec Security	Professional & Technical	4/17/2018	1,864.15	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	177.56	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	189.95	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	92.94	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	663.84	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	10.96	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	44.31	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	116.77	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	19.97	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	65.72	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	101.59	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	35.88	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	298.00	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	2.78	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	53.40	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	562.89	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	8.68	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	126.80	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	55.50	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	3.36	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	97.50	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	43.52	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	87.69	001	W	R

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364245	HOME DEPOT	Parts D/W	4/17/2018	26.33	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	41.80	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	117.47	001	W	R
364245	HOME DEPOT	Parts D/W	4/17/2018	8.68	001	W	R
364246	HOSHIZAKI NORTH CENTRAL	Parts D/W	4/17/2018	89.15	001	W	R
364247	HOTSY EQUIPMENT CO.	Professional & Technical	4/17/2018	225.00	001	W	R
364248	JOHN DEERE FINANCIAL	Grounds Rentals D/W	4/17/2018	1,035.26	001	W	R
364249	KIMBALL MIDWEST	Parts D/W	4/17/2018	224.82	001	W	R
364249	KIMBALL MIDWEST	Parts D/W	4/17/2018	233.31	001	W	R
364249	KIMBALL MIDWEST	Parts D/W	4/17/2018	25.71	001	W	R
364250	LOEB ELECTRIC	Parts D/W	4/17/2018	47.42	001	W	R
364250	LOEB ELECTRIC	Parts D/W	4/17/2018	228.55	001	W	R
364250	LOEB ELECTRIC	Parts D/W	4/17/2018	148.52	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	88.74	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	7.88	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	26.99	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	165.30	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	152.40	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	3.29	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	11.34	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	84.26	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	108.24	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	103.72	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	11.48	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	29.99	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	59.98	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	63.05	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	32.19	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	(24.99)	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	32.98	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	(10.98)	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	6.97	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	33.97	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	39.88	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	10.43	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	20.16	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	14.98	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	9.76	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	10.98	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	107.38	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	4.79	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	19.99	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	1.96	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	14.45	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	23.06	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	10.49	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	8.76	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	102.71	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	13.98	001	W	R
364251	MENARDS INC	Parts D/W	4/17/2018	38.31	001	W	R
364252	MATHESON TRI-GAS INC	Parts D/W	4/17/2018	221.81	001	W	R
364253	OHIO COMMERCIAL DOOR	Repairs & Maintenance D/W	4/17/2018	82.00	001	W	R
364254	OHIO DEPT OF COMMERCE	State Inspections D/W	4/17/2018	247.25	001	W	R
364255	PIONEER MANUFACTURING	Grounds Upkeep D/W	4/17/2018	136.00	001	W	R
364255	PIONEER MANUFACTURING	Grounds Upkeep D/W	4/17/2018	103.00	001	W	R
364256	OHIO DEPT OF COMMERCE	State Inspections D/W	4/17/2018	450.00	001	W	R
364257	ROJEN COMPANY INC.	Parts D/W	4/17/2018	407.30	001	W	R
364257	ROJEN COMPANY INC.	Parts D/W	4/17/2018	201.58	001	W	R
364257	ROJEN COMPANY INC.	Parts D/W	4/17/2018	96.70	001	W	R
364257	ROJEN COMPANY INC.	Parts D/W	4/17/2018	271.72	001	W	R
364257	ROJEN COMPANY INC.	Parts D/W	4/17/2018	105.12	001	W	R
364258	SCHINDLER ELEVATOR CORP.	Repairs & Maintenance D/W	4/17/2018	595.00	001	W	W
364259	SOUTHARD SUPPLY INC.	Parts D/W	4/17/2018	85.03	001	W	R
364259	SOUTHARD SUPPLY INC.	Parts D/W	4/17/2018	2.49	001	W	R
364259	SOUTHARD SUPPLY INC.	Parts D/W	4/17/2018	161.89	001	W	R
364260	Steffens-Shultz, Inc.	Parts D/W	4/17/2018	540.50	001	W	R
364261	SPEER MECHANICAL	Repairs & Maintenance D/W	4/17/2018	130.00	001	W	R
364261	SPEER MECHANICAL	Parts D/W	4/17/2018	-	001	W	R
364261	SPEER MECHANICAL	Repairs & Maintenance D/W	4/17/2018	267.00	001	W	R
364262	THOMAS DOOR CONTROLS, INC.	Parts D/W	4/17/2018	718.86	001	W	R
364263	UNIFIRST CORPORATION	Parts D/W	4/17/2018	-	001	W	R
364263	UNIFIRST CORPORATION	Uniform Rental D/W	4/17/2018	129.00	001	W	R
364263	UNIFIRST CORPORATION	Uniform Rental D/W	4/17/2018	129.00	001	W	R
364263	UNIFIRST CORPORATION	Uniform Rental D/W	4/17/2018	129.00	001	W	R
364264	UNITED REFRIGERATION	Parts D/W	4/17/2018	48.78	001	W	R
364264	UNITED REFRIGERATION	Parts D/W	4/17/2018	9.19	001	W	R
364264	UNITED REFRIGERATION	Parts D/W	4/17/2018	13.95	001	W	R
364264	UNITED REFRIGERATION	Parts D/W	4/17/2018	18.92	001	W	R
364264	UNITED REFRIGERATION	Parts D/W	4/17/2018	328.15	001	W	R
364264	UNITED REFRIGERATION	Parts D/W	4/17/2018	41.10	001	W	R
364264	UNITED REFRIGERATION	Parts D/W	4/17/2018	12.59	001	W	R
364264	UNITED REFRIGERATION	Parts D/W	4/17/2018	38.84	001	W	R
364265	WESTWATER	Parts D/W	4/17/2018	569.45	001	W	R
364266	WATERFORD SIGNS	Parts D/W	4/17/2018	90.00	001	W	R
364267	Columbus Zoological Park	WALK-A-THON FUNDRAISER FOR	4/17/2018	2,000.00	200	W	R
364268	ACORN DISTRIBUTORS	Custodial Supplies	4/17/2018	244.02	001	W	R
364269	BATTERIES PLUS	Custodial Supplies	4/17/2018	168.48	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	1,411.35	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	7.99	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	648.01	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	442.68	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	733.85	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	155.35	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	174.91	001	W	R

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	447.07	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	432.66	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	325.11	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	291.18	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	847.50	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	828.83	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	106.23	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	203.51	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	775.15	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	307.23	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	1,010.29	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	646.73	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	55.00	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	6.50	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	749.89	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	388.15	001	W	R
364270	CARMEN'S DISTRIBUTION SYSTEMS	Custodial Supplies	4/17/2018	54.75	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	479.65	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	560.99	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	606.52	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	579.44	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	404.17	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	835.78	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	1,130.59	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	526.13	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	665.44	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	494.96	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	769.07	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	328.98	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	404.76	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	110.88	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	540.38	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	632.60	001	W	R
364271	HP PRODUCTS	Custodial Supplies	4/17/2018	14.57	001	W	R
364272	KIMBALL MIDWEST	Custodial Supplies	4/17/2018	162.82	001	W	R
364273	STATE CHEMICAL SOLUTIONS	Custodial Supplies	4/17/2018	248.00	001	W	R
364273	STATE CHEMICAL SOLUTIONS	Custodial Supplies	4/17/2018	248.00	001	W	R
364273	STATE CHEMICAL SOLUTIONS	Custodial Supplies	4/17/2018	248.00	001	W	R
364273	STATE CHEMICAL SOLUTIONS	Custodial Supplies	4/17/2018	248.00	001	W	R
364273	STATE CHEMICAL SOLUTIONS	Custodial Supplies	4/17/2018	248.00	001	W	R
364273	STATE CHEMICAL SOLUTIONS	Custodial Supplies	4/17/2018	248.00	001	W	R
364274	UNISAN, LLC.	Custodial Supplies	4/17/2018	95.26	001	W	R
364275	UNIFIRST CORPORATION	Custodial Uniforms-Weekly	4/17/2018	319.12	001	W	R
364275	UNIFIRST CORPORATION	Custodial Uniforms-Weekly	4/17/2018	319.12	001	W	R
364275	UNIFIRST CORPORATION	Custodial Uniforms-Weekly	4/17/2018	319.12	001	W	R
364275	UNIFIRST CORPORATION	Custodial Uniforms-Weekly	4/17/2018	319.12	001	W	R
364276	EQUIFAX WORKFORCE SOLUTIONS	FY 18 SERVICES/UNEMPLOYMENT	4/18/2018	886.48	001	W	R
364277	MOUNT CARMEL HEALTH SYSTEM	Wellness Portal Jan-Jun 2018	4/18/2018	10,325.30	024	W	W
364278	FRONTIER NORTH INC.	DISTRICT PHONE SERVICES	4/19/2018	4,354.90	001	W	R
364279	AMERICAN ELECTRIC POWER	District - Other	4/19/2018	28.49	001	W	R
364279	AMERICAN ELECTRIC POWER	West Bus/Maintenance Compound	4/19/2018	14.01	001	W	R
364280	PITNEY BOWES	Replenish Postage Meter for CO	4/19/2018	10,000.00	001	W	W
364281	KIRSTEN, MEGAN	Reimbursement for registration	4/19/2018	175.00	001	W	R
364282	MEYER, TODD	Mileage, Jan-March 2018	4/19/2018	93.69	001	W	R
364283	Perry ProTech, Inc.	Printer services Jan, Feb, Mar	4/19/2018	218.23	001	W	R
364283	Perry ProTech, Inc.	ACES	4/19/2018	131.46	001	W	R
364283	Perry ProTech, Inc.	SRES	4/19/2018	155.30	001	W	R
364283	Perry ProTech, Inc.	AES	4/19/2018	146.39	001	W	R
364283	Perry ProTech, Inc.	OCES	4/19/2018	132.55	001	W	R
364283	Perry ProTech, Inc.	TRES	4/19/2018	136.68	001	W	R
364283	Perry ProTech, Inc.	WCES	4/19/2018	69.45	001	W	R
364283	Perry ProTech, Inc.	ISES	4/19/2018	93.66	001	W	R
364283	Perry ProTech, Inc.	GOES	4/19/2018	84.08	001	W	R
364283	Perry ProTech, Inc.	OMES	4/19/2018	123.45	001	W	R
364283	Perry ProTech, Inc.	LTES	4/19/2018	101.54	001	W	R
364283	Perry ProTech, Inc.	FTES	4/19/2018	141.14	001	W	R
364283	Perry ProTech, Inc.	CES	4/19/2018	171.20	001	W	R
364283	Perry ProTech, Inc.	HES	4/19/2018	291.95	001	W	R
364283	Perry ProTech, Inc.	OSMS	4/19/2018	257.62	001	W	R
364283	Perry ProTech, Inc.	OLMS	4/19/2018	155.78	001	W	R
364283	Perry ProTech, Inc.	OOMS	4/19/2018	232.48	001	W	R
364283	Perry ProTech, Inc.	OHMS	4/19/2018	235.75	001	W	R
364283	Perry ProTech, Inc.	OBMS	4/19/2018	335.45	001	W	R
364283	Perry ProTech, Inc.	OHS	4/19/2018	403.98	001	W	R
364283	Perry ProTech, Inc.	OLHS	4/19/2018	394.78	001	W	R
364283	Perry ProTech, Inc.	OOHS	4/19/2018	603.31	001	W	R
364283	Perry ProTech, Inc.	OA	4/19/2018	56.86	001	W	R
364283	Perry ProTech, Inc.	Technology	4/19/2018	129.82	001	W	R
364283	Perry ProTech, Inc.	Treasury	4/19/2018	5.95	001	W	R
364284	SCOTT SCRIVEN LLP	ATTORNEY FEES FY 18	4/19/2018	2,821.50	001	W	W
364284	SCOTT SCRIVEN LLP	ATTORNEY FEES FY 18	4/19/2018	698.50	001	W	W
364284	SCOTT SCRIVEN LLP	ATTORNEY FEES FY 18	4/19/2018	798.00	001	W	W
364284	SCOTT SCRIVEN LLP	ATTORNEY FEES FY 18	4/19/2018	332.00	001	W	W
364284	SCOTT SCRIVEN LLP	ATTORNEY FEES FY 18	4/19/2018	14,157.00	001	W	W
364284	SCOTT SCRIVEN LLP	ATTORNEY FEES FY 18	4/19/2018	648.00	001	W	W
364285	O.A.S.C.	OASC State Conference	4/24/2018	900.00	200	W	W
364286	Columbus Zoological Park	5th grade field trip to the	4/24/2018	180.00	018	W	W
364287	KELTON HOUSE MUSEUM & GARDEN	Field Trip for 99 students to	4/24/2018	396.00	018	W	W
364288	American Red Cross	FORT ORANGE - DONATIONS OUT OF	4/24/2018	500.00	300	W	W
364289	Columbus Zoological Park	1st Grade Field Trip to	4/24/2018	205.00	018	W	W
364290	OAEP	Spring 2018 OAEP Conference,	4/24/2018	250.00	001	W	W
364291	OSU Literacy Collaborative	IRA - Interactive Read Aloud	4/24/2018	750.00	590	W	W
364292	OHIO HISTORICAL SOCIETY	Second Grade Field Trip on	4/24/2018	816.00	018	W	W
364293	BURNS, BETTY JO	Employee meal reimbursement	4/24/2018	21.68	001	W	W

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364294	Maxim Healthcare Services, Inc	EDUCATIONAL COSTS FOR IEP	4/24/2018	1,258.00	516	W	R
364295	ABRAMOWITZ, MELISSA	Mileage reimbursement and	4/24/2018	54.34	001	W	R
364296	COLUMBIA GAS OF OHIO	West Bus Garage	4/24/2018	314.16	001	W	R
364296	COLUMBIA GAS OF OHIO	East Bus Garage	4/24/2018	338.78	001	W	R
364296	COLUMBIA GAS OF OHIO	WRES	4/24/2018	480.24	001	W	R
364296	COLUMBIA GAS OF OHIO	SRES	4/24/2018	383.22	001	W	R
364296	COLUMBIA GAS OF OHIO	TRES	4/24/2018	352.50	001	W	R
364296	COLUMBIA GAS OF OHIO	ISES	4/24/2018	378.66	001	W	R
364296	COLUMBIA GAS OF OHIO	LTES	4/24/2018	399.11	001	W	R
364296	COLUMBIA GAS OF OHIO	JCES	4/24/2018	418.48	001	W	R
364296	COLUMBIA GAS OF OHIO	SMS	4/24/2018	1,117.56	001	W	R
364296	COLUMBIA GAS OF OHIO	OLMS	4/24/2018	597.74	001	W	R
364296	COLUMBIA GAS OF OHIO	OHMS	4/24/2018	709.19	001	W	R
364296	COLUMBIA GAS OF OHIO	OBMS	4/24/2018	710.33	001	W	R
364296	COLUMBIA GAS OF OHIO	OLHS	4/24/2018	933.22	001	W	R
364296	COLUMBIA GAS OF OHIO	Maintenance	4/24/2018	40.03	001	W	R
364296	COLUMBIA GAS OF OHIO	Olentangy Administrative	4/24/2018	210.04	001	W	R
364296	COLUMBIA GAS OF OHIO	Food Service for above schools	4/24/2018	122.16	006	W	R
364297	DEL-CO WATER CO	Other Areas	4/24/2018	11.85	001	W	R
364297	DEL-CO WATER CO	West Bus Garage	4/24/2018	194.20	001	W	R
364297	DEL-CO WATER CO	Wyandot Run	4/24/2018	397.06	001	W	R
364297	DEL-CO WATER CO	Scioto Ridge	4/24/2018	337.08	001	W	R
364297	DEL-CO WATER CO	Tyler Run	4/24/2018	247.47	001	W	R
364297	DEL-CO WATER CO	Indian Springs	4/24/2018	314.22	001	W	R
364297	DEL-CO WATER CO	Liberty Tree	4/24/2018	276.94	001	W	R
364297	DEL-CO WATER CO	Liberty Middle	4/24/2018	607.96	001	W	R
364297	DEL-CO WATER CO	Hyatts Middle	4/24/2018	607.96	001	W	R
364297	DEL-CO WATER CO	Liberty High School	4/24/2018	1,474.51	001	W	R
364297	DEL-CO WATER CO	Food Services D/W	4/24/2018	67.70	006	W	R
364298	AMERICAN ELECTRIC POWER	Alum Creek	4/24/2018	4,516.91	001	W	R
364298	AMERICAN ELECTRIC POWER	Arrowhead	4/24/2018	3,811.15	001	W	R
364298	AMERICAN ELECTRIC POWER	Cheshire	4/24/2018	3,985.29	001	W	R
364298	AMERICAN ELECTRIC POWER	Glen Oak	4/24/2018	2,976.12	001	W	R
364298	AMERICAN ELECTRIC POWER	Heritage	4/24/2018	4,219.02	001	W	R
364298	AMERICAN ELECTRIC POWER	Indian Springs	4/24/2018	4,368.45	001	W	R
364298	AMERICAN ELECTRIC POWER	Liberty Tree	4/24/2018	3,895.35	001	W	R
364298	AMERICAN ELECTRIC POWER	Oak Creek	4/24/2018	2,461.97	001	W	R
364298	AMERICAN ELECTRIC POWER	Olentangy Meadows	4/24/2018	4,387.90	001	W	R
364298	AMERICAN ELECTRIC POWER	Scioto Ridge	4/24/2018	4,041.71	001	W	R
364298	AMERICAN ELECTRIC POWER	Tyler Run	4/24/2018	5,324.03	001	W	R
364298	AMERICAN ELECTRIC POWER	Walnut Creek	4/24/2018	5,860.99	001	W	R
364298	AMERICAN ELECTRIC POWER	Wyandot Run	4/24/2018	4,287.69	001	W	R
364298	AMERICAN ELECTRIC POWER	Hyatts Middle	4/24/2018	8,071.82	001	W	R
364298	AMERICAN ELECTRIC POWER	Liberty Middle	4/24/2018	8,819.03	001	W	R
364298	AMERICAN ELECTRIC POWER	Orange Middle	4/24/2018	9,041.33	001	W	R
364298	AMERICAN ELECTRIC POWER	Shanahan Middle	4/24/2018	8,071.72	001	W	R
364298	AMERICAN ELECTRIC POWER	Olentangy High School	4/24/2018	7,018.13	001	W	R
364298	AMERICAN ELECTRIC POWER	Liberty High School	4/24/2018	19,107.98	001	W	R
364298	AMERICAN ELECTRIC POWER	Orange High School	4/24/2018	11,519.98	001	W	R
364298	AMERICAN ELECTRIC POWER	West Bus/Maintenance Compound	4/24/2018	5,540.74	001	W	R
364298	AMERICAN ELECTRIC POWER	Olentangy Academy	4/24/2018	5,017.25	001	W	R
364298	AMERICAN ELECTRIC POWER	Olentangy Administrative	4/24/2018	5,311.98	001	W	R
364298	AMERICAN ELECTRIC POWER	Food Service D/W	4/24/2018	2,419.39	006	W	R
364298	AMERICAN ELECTRIC POWER	Jan.-March 2018- Electric	4/24/2018	1,915.52	004	W	R
364298	AMERICAN ELECTRIC POWER	Jan.-March 2018- Electric	4/24/2018	9,186.50	004	W	R
364298	AMERICAN ELECTRIC POWER	Jan.-March 2018- Electric	4/24/2018	76.80	004	W	R
364299	SUBURBAN NATURAL GAS	Lewis Center Maint Compound	4/24/2018	250.86	001	W	R
364299	SUBURBAN NATURAL GAS	Alum Creek	4/24/2018	2,597.07	001	W	R
364299	SUBURBAN NATURAL GAS	Arrowhead Elementary	4/24/2018	2,614.93	001	W	R
364299	SUBURBAN NATURAL GAS	Oak Creek	4/24/2018	1,882.51	001	W	R
364299	SUBURBAN NATURAL GAS	Walnut Creek	4/24/2018	1,632.90	001	W	R
364299	SUBURBAN NATURAL GAS	Glen Oak Elementary	4/24/2018	1,792.21	001	W	R
364299	SUBURBAN NATURAL GAS	Olentangy Meadows	4/24/2018	1,771.69	001	W	R
364299	SUBURBAN NATURAL GAS	Heritage	4/24/2018	2,302.90	001	W	R
364299	SUBURBAN NATURAL GAS	Orange Middle	4/24/2018	5,143.02	001	W	R
364299	SUBURBAN NATURAL GAS	Olentangy High School	4/24/2018	9,372.81	001	W	R
364299	SUBURBAN NATURAL GAS	Orange High School	4/24/2018	7,453.85	001	W	R
364299	SUBURBAN NATURAL GAS	Food Service Above Buildings	4/24/2018	849.66	006	W	R
364300	WRIGHT, RANDALL	MEETING & MILEAGE	4/24/2018	121.15	001	W	R
364301	Svanoe, Erika	Commissioning fee for	4/24/2018	500.00	018	W	W
364302	RAIFF, MARK	MEETING AND MILEAGE	4/24/2018	137.07	001	W	W
364303	HEUSER, CHRIS	2017-18 Job Fair Expense	4/24/2018	313.91	001	W	W
364304	Wamsley, Erin	Mileage reimbursement for	4/24/2018	316.10	001	W	W
364305	XO Communications Services	TELEPHONE SERVICES	4/24/2018	1,459.36	001	W	R
364305	XO Communications Services	TELEPHONE SERVICES	4/24/2018	1,564.91	001	W	R
364305	XO Communications Services	TELEPHONE SERVICES	4/24/2018	299.00	001	W	R
364305	XO Communications Services	TELEPHONE SERVICES	4/24/2018	859.00	001	W	R
364306	FRONTIER NORTH INC.	DISTRICT PHONE SERVICES	4/24/2018	236.03	001	W	W
364307	Consolidated Electric	Monthly expense for Dark Fiber	4/24/2018	1,150.00	001	W	R
364308	CITY OF COLUMBUS, TREASURER	OMES Water and Sewer	4/24/2018	1,544.99	001	W	W
364308	CITY OF COLUMBUS, TREASURER	Food Service Water OMES	4/24/2018	47.78	006	W	W
364309	CENTURY LINK	TELEPHONE SERVICES	4/24/2018	355.70	001	W	W
364309	CENTURY LINK	TELEPHONE SERVICES	4/24/2018	264.40	001	W	W
364310	AT & T	District Wide Long Distance	4/24/2018	300.48	001	W	W
364310	AT & T	District Wide Long Distance	4/24/2018	172.67	001	W	W
364311	MT BUSINESS TECHNOLOGIES, INC.	District Copier Maintenance	4/24/2018	163.47	001	W	R
364311	MT BUSINESS TECHNOLOGIES, INC.	Administration copier Maint	4/24/2018	39.74	001	W	R
364311	MT BUSINESS TECHNOLOGIES, INC.	District Copier Maintenance	4/24/2018	15,831.16	001	W	R
364311	MT BUSINESS TECHNOLOGIES, INC.	Administration copier Maint	4/24/2018	479.97	001	W	R
364311	MT BUSINESS TECHNOLOGIES, INC.	District Copier Lease	4/24/2018	21,592.66	001	W	R
364311	MT BUSINESS TECHNOLOGIES, INC.	Administration copier Lease	4/24/2018	1,107.00	001	W	R
364312	MEYER, CARLA	Mileage for Jan. - March, 2018	4/24/2018	66.47	006	W	W
364313	Baum, Laura	Mileage reimbursement for	4/24/2018	18.53	001	W	R
364314	Zimmer, Michelle	Mileage reimbursement for	4/24/2018	21.31	001	W	W

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364315	Murray, Annette	Mileage reimbursement for	4/24/2018	34.01	001	W	R
364316	CIOTOLA, AMY	Mileage reimbursement for	4/24/2018	48.83	001	W	W
364317	CHIRICO, JACKIE	Mileage reimbursement for	4/24/2018	38.37	001	W	R
364318	MOSTELLER, LORIE	Mileage reimbursement for	4/24/2018	17.60	001	W	W
364319	Rittenhouse, Christine	Mileage reimbursement for	4/24/2018	36.13	001	W	R
364320	MCCAGUE, MINDY	Mileage reimbursement for	4/24/2018	13.08	001	W	W
364321	COOK, AMY	Mileage reimbursement for	4/24/2018	27.80	001	W	W
364322	Cuahuey, Elizabeth	Mileage reimbursement for	4/24/2018	19.08	001	W	R
364323	SHERMAN, JODI	Mileage reimbursement for	4/24/2018	67.91	001	W	R
364324	Froehlich, Kathy	Mileage reimbursement for	4/24/2018	22.89	001	W	W
364325	DeLoss, Nikki	Mileage reimbursement for	4/24/2018	27.90	001	W	R
364326	Dray, Anne	Mileage reimbursement for	4/24/2018	2.18	001	W	R
364327	Seliskar, Jennifer	Mileage reimbursement for	4/24/2018	-	001	W	W
364327	Seliskar, Jennifer	Mileage reimbursement for	4/24/2018	4.63	006	W	W
364328	WALKER, RONNA	Mileage reimbursement for	4/24/2018	20.88	006	W	R
364329	BOURDETTE, BONNIE	Mileage reimbursement for	4/24/2018	9.59	006	W	W
364330	KAROW, ROBIN	Mileage reimbursement for	4/24/2018	3.27	006	W	W
364331	RULAND,ANN	Mileage reimbursement for	4/24/2018	3.98	006	W	R
364332	RICKENS, MICHELLE	Mileage reimbursement for	4/24/2018	20.91	006	W	W
364333	ROSSITER, JULIE	Mileage reimbursement for	4/24/2018	8.56	006	W	R
364334	Donahue, Gavin	Mileage reimbursement and	4/24/2018	116.82	001	W	R
364335	Montgomery County Intermediate	AP Summer Institute - AP	4/24/2018	975.00	590	W	W
364336	Bull's Eye Brands Inc.	Food/OHS Jan. - March, 2018	4/24/2018	(296.40)	006	W	R
364336	Bull's Eye Brands Inc.	Food/OHS Jan. - March, 2018	4/24/2018	848.26	006	W	R
364336	Bull's Eye Brands Inc.	Non-Food/OHS Jan. - March,	4/24/2018	288.61	006	W	R
364336	Bull's Eye Brands Inc.	Food/OHS Jan. - March, 2018	4/24/2018	1,051.66	006	W	R
364336	Bull's Eye Brands Inc.	Non-Food/OHS Jan. - March,	4/24/2018	123.69	006	W	R
364336	Bull's Eye Brands Inc.	Food/OHS Jan. - March, 2018	4/24/2018	1,010.26	006	W	R
364336	Bull's Eye Brands Inc.	Non-Food/OHS Jan. - March,	4/24/2018	288.61	006	W	R
364336	Bull's Eye Brands Inc.	Food/OHS Jan. - March, 2018	4/24/2018	(234.00)	006	W	R
364336	Bull's Eye Brands Inc.	Food/OHS Jan. - March, 2018	4/24/2018	802.73	006	W	R
364336	Bull's Eye Brands Inc.	Non-Food/OHS Jan. - March,	4/24/2018	206.15	006	W	R
364336	Bull's Eye Brands Inc.	Food/OHS Jan. - March, 2018	4/24/2018	(35.33)	006	W	R
364336	Bull's Eye Brands Inc.	Non-Food/OHS Jan. - March,	4/24/2018	-	006	W	R
364336	Bull's Eye Brands Inc.	Food/LHS	4/24/2018	(733.20)	006	W	R
364336	Bull's Eye Brands Inc.	Food/LHS	4/24/2018	802.73	006	W	R
364336	Bull's Eye Brands Inc.	Non-food/LHS	4/24/2018	164.92	006	W	R
364336	Bull's Eye Brands Inc.	Food/LHS	4/24/2018	739.66	006	W	R
364336	Bull's Eye Brands Inc.	Non-food/LHS	4/24/2018	206.15	006	W	R
364336	Bull's Eye Brands Inc.	Food/LHS	4/24/2018	1,201.59	006	W	R
364336	Bull's Eye Brands Inc.	Non-food/LHS	4/24/2018	206.15	006	W	R
364336	Bull's Eye Brands Inc.	Food/LHS	4/24/2018	466.13	006	W	R
364336	Bull's Eye Brands Inc.	Non-food/LHS	4/24/2018	82.46	006	W	R
364336	Bull's Eye Brands Inc.	Food/OOHS	4/24/2018	(592.80)	006	W	R
364336	Bull's Eye Brands Inc.	Food/OOHS	4/24/2018	239.53	006	W	R
364336	Bull's Eye Brands Inc.	Non-Food/OOHS	4/24/2018	41.23	006	W	R
364336	Bull's Eye Brands Inc.	Food/OOHS	4/24/2018	944.33	006	W	R
364336	Bull's Eye Brands Inc.	Non-Food/OOHS	4/24/2018	164.92	006	W	R
364336	Bull's Eye Brands Inc.	Food/OOHS	4/24/2018	661.66	006	W	R
364336	Bull's Eye Brands Inc.	Non-Food/OOHS	4/24/2018	123.69	006	W	R
364336	Bull's Eye Brands Inc.	Food/OOHS	4/24/2018	1,272.06	006	W	R
364336	Bull's Eye Brands Inc.	Non-Food/OOHS	4/24/2018	164.92	006	W	R
364337	DONATOS PIZZA, INC.	Food/WRE Jan. - March, 2018	4/24/2018	312.90	006	W	R
364337	DONATOS PIZZA, INC.	SRE	4/24/2018	394.85	006	W	R
364337	DONATOS PIZZA, INC.	TRE	4/24/2018	461.40	006	W	R
364337	DONATOS PIZZA, INC.	WCE	4/24/2018	-	006	W	R
364337	DONATOS PIZZA, INC.	ISE	4/24/2018	-	006	W	R
364337	DONATOS PIZZA, INC.	LTE	4/24/2018	-	006	W	R
364338	UNITED DAIRY, INC.	Food/WRE Jan. - March, 2018	4/24/2018	112.46	006	W	R
364338	UNITED DAIRY, INC.	Food/WRE Jan. - March, 2018	4/24/2018	223.59	006	W	R
364338	UNITED DAIRY, INC.	Food/WRE Jan. - March, 2018	4/24/2018	230.85	006	W	R
364338	UNITED DAIRY, INC.	Food/WRE Jan. - March, 2018	4/24/2018	137.31	006	W	R
364338	UNITED DAIRY, INC.	Food/WRE Jan. - March, 2018	4/24/2018	89.12	006	W	R
364338	UNITED DAIRY, INC.	Food/ACE	4/24/2018	95.05	006	W	R
364338	UNITED DAIRY, INC.	Food/ACE	4/24/2018	204.72	006	W	R
364338	UNITED DAIRY, INC.	Food/ACE	4/24/2018	197.43	006	W	R
364338	UNITED DAIRY, INC.	Food/ACE	4/24/2018	122.02	006	W	R
364338	UNITED DAIRY, INC.	Food/ACE	4/24/2018	52.54	006	W	R
364338	UNITED DAIRY, INC.	Food/SRE	4/24/2018	133.47	006	W	R
364338	UNITED DAIRY, INC.	Food/SRE	4/24/2018	188.67	006	W	R
364338	UNITED DAIRY, INC.	Food/SRE	4/24/2018	193.75	006	W	R
364338	UNITED DAIRY, INC.	Food/SRE	4/24/2018	116.74	006	W	R
364338	UNITED DAIRY, INC.	Food/SRE	4/24/2018	71.34	006	W	R
364338	UNITED DAIRY, INC.	Food/AES	4/24/2018	112.49	006	W	R
364338	UNITED DAIRY, INC.	Food/AES	4/24/2018	223.84	006	W	R
364338	UNITED DAIRY, INC.	Food/AES	4/24/2018	212.59	006	W	R
364338	UNITED DAIRY, INC.	Food/AES	4/24/2018	167.11	006	W	R
364338	UNITED DAIRY, INC.	Food/AES	4/24/2018	57.64	006	W	R
364338	UNITED DAIRY, INC.	Food/OCE	4/24/2018	131.56	006	W	R
364338	UNITED DAIRY, INC.	Food/OCE	4/24/2018	334.25	006	W	R
364338	UNITED DAIRY, INC.	Food/OCE	4/24/2018	334.30	006	W	R
364338	UNITED DAIRY, INC.	Food/OCE	4/24/2018	188.35	006	W	R
364338	UNITED DAIRY, INC.	Food/OCE	4/24/2018	159.14	006	W	R
364338	UNITED DAIRY, INC.	Food/TRE	4/24/2018	84.34	006	W	R
364338	UNITED DAIRY, INC.	Food/TRE	4/24/2018	159.12	006	W	R
364338	UNITED DAIRY, INC.	Food/TRE	4/24/2018	177.95	006	W	R
364338	UNITED DAIRY, INC.	Food/TRE	4/24/2018	95.61	006	W	R
364338	UNITED DAIRY, INC.	Food/TRE	4/24/2018	92.77	006	W	R
364338	UNITED DAIRY, INC.	Food/WCE	4/24/2018	131.03	006	W	R
364338	UNITED DAIRY, INC.	Food/WCE	4/24/2018	233.92	006	W	R
364338	UNITED DAIRY, INC.	Food/WCE	4/24/2018	237.62	006	W	R
364338	UNITED DAIRY, INC.	Food/WCE	4/24/2018	187.52	006	W	R
364338	UNITED DAIRY, INC.	Food/WCE	4/24/2018	46.96	006	W	R
364338	UNITED DAIRY, INC.	Food/ISE	4/24/2018	206.31	006	W	R

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364338	UNITED DAIRY, INC.	Food/ISE	4/24/2018	137.81	006	W	R
364338	UNITED DAIRY, INC.	Food/ISE	4/24/2018	175.18	006	W	R
364338	UNITED DAIRY, INC.	Food/ISE	4/24/2018	122.03	006	W	R
364338	UNITED DAIRY, INC.	Food/ISE	4/24/2018	79.32	006	W	R
364338	UNITED DAIRY, INC.	Food/GOE	4/24/2018	131.56	006	W	R
364338	UNITED DAIRY, INC.	Food/GOE	4/24/2018	301.12	006	W	R
364338	UNITED DAIRY, INC.	Food/GOE	4/24/2018	328.68	006	W	R
364338	UNITED DAIRY, INC.	Food/GOE	4/24/2018	150.13	006	W	R
364338	UNITED DAIRY, INC.	Food/GOE	4/24/2018	143.25	006	W	R
364338	UNITED DAIRY, INC.	Food/OME	4/24/2018	176.85	006	W	R
364338	UNITED DAIRY, INC.	Food/OME	4/24/2018	262.34	006	W	R
364338	UNITED DAIRY, INC.	Food/OME	4/24/2018	292.96	006	W	R
364338	UNITED DAIRY, INC.	Food/OME	4/24/2018	241.89	006	W	R
364338	UNITED DAIRY, INC.	Food/OME	4/24/2018	103.71	006	W	R
364338	UNITED DAIRY, INC.	Food/LTE	4/24/2018	93.89	006	W	R
364338	UNITED DAIRY, INC.	Food/LTE	4/24/2018	176.85	006	W	R
364338	UNITED DAIRY, INC.	Food/LTE	4/24/2018	195.40	006	W	R
364338	UNITED DAIRY, INC.	Food/LTE	4/24/2018	104.29	006	W	R
364338	UNITED DAIRY, INC.	Food/LTE	4/24/2018	79.59	006	W	R
364338	UNITED DAIRY, INC.	Food/JCE	4/24/2018	196.28	006	W	R
364338	UNITED DAIRY, INC.	Food/JCE	4/24/2018	364.96	006	W	R
364338	UNITED DAIRY, INC.	Food/JCE	4/24/2018	377.94	006	W	R
364338	UNITED DAIRY, INC.	Food/JCE	4/24/2018	287.13	006	W	R
364338	UNITED DAIRY, INC.	Food/JCE	4/24/2018	130.77	006	W	R
364338	UNITED DAIRY, INC.	Food/FTE	4/24/2018	140.57	006	W	R
364338	UNITED DAIRY, INC.	Food/FTE	4/24/2018	242.37	006	W	R
364338	UNITED DAIRY, INC.	Food/FTE	4/24/2018	251.10	006	W	R
364338	UNITED DAIRY, INC.	Food/FTE	4/24/2018	191.54	006	W	R
364338	UNITED DAIRY, INC.	Food/FTE	4/24/2018	82.96	006	W	R
364338	UNITED DAIRY, INC.	Food/CES	4/24/2018	167.56	006	W	R
364338	UNITED DAIRY, INC.	Food/CES	4/24/2018	403.50	006	W	R
364338	UNITED DAIRY, INC.	Food/CES	4/24/2018	268.06	006	W	R
364338	UNITED DAIRY, INC.	Food/CES	4/24/2018	286.91	006	W	R
364338	UNITED DAIRY, INC.	Food/CES	4/24/2018	91.74	006	W	R
364338	UNITED DAIRY, INC.	Food/HES	4/24/2018	165.64	006	W	R
364338	UNITED DAIRY, INC.	Food/HES	4/24/2018	283.69	006	W	R
364338	UNITED DAIRY, INC.	Food/HES	4/24/2018	294.40	006	W	R
364338	UNITED DAIRY, INC.	Food/HES	4/24/2018	201.75	006	W	R
364338	UNITED DAIRY, INC.	Food/HES	4/24/2018	83.84	006	W	R
364338	UNITED DAIRY, INC.	Food/SMS	4/24/2018	206.07	006	W	R
364338	UNITED DAIRY, INC.	Food/SMS	4/24/2018	382.99	006	W	R
364338	UNITED DAIRY, INC.	Food/SMS	4/24/2018	424.20	006	W	R
364338	UNITED DAIRY, INC.	Food/SMS	4/24/2018	336.08	006	W	R
364338	UNITED DAIRY, INC.	Food/SMS	4/24/2018	93.38	006	W	R
364338	UNITED DAIRY, INC.	Food/LMS	4/24/2018	112.20	006	W	R
364338	UNITED DAIRY, INC.	Food/LMS	4/24/2018	268.36	006	W	R
364338	UNITED DAIRY, INC.	Food/LMS	4/24/2018	264.23	006	W	R
364338	UNITED DAIRY, INC.	Food/LMS	4/24/2018	112.46	006	W	R
364338	UNITED DAIRY, INC.	Food/LMS	4/24/2018	83.33	006	W	R
364338	UNITED DAIRY, INC.	Food/OMS	4/24/2018	214.85	006	W	R
364338	UNITED DAIRY, INC.	Food/OMS	4/24/2018	364.45	006	W	R
364338	UNITED DAIRY, INC.	Food/OMS	4/24/2018	360.90	006	W	R
364338	UNITED DAIRY, INC.	Food/OMS	4/24/2018	298.94	006	W	R
364338	UNITED DAIRY, INC.	Food/OMS	4/24/2018	112.20	006	W	R
364338	UNITED DAIRY, INC.	Food/HMS	4/24/2018	93.63	006	W	R
364338	UNITED DAIRY, INC.	Food/HMS	4/24/2018	157.11	006	W	R
364338	UNITED DAIRY, INC.	Food/HMS	4/24/2018	182.93	006	W	R
364338	UNITED DAIRY, INC.	Food/HMS	4/24/2018	147.58	006	W	R
364338	UNITED DAIRY, INC.	Food/HMS	4/24/2018	132.75	006	W	R
364338	UNITED DAIRY, INC.	Food/HMS	4/24/2018	-	006	W	R
364338	UNITED DAIRY, INC.	Food/BMS	4/24/2018	111.92	006	W	R
364338	UNITED DAIRY, INC.	Food/BMS	4/24/2018	251.21	006	W	R
364338	UNITED DAIRY, INC.	Food/BMS	4/24/2018	220.31	006	W	R
364338	UNITED DAIRY, INC.	Food/BMS	4/24/2018	208.09	006	W	R
364338	UNITED DAIRY, INC.	Food/BMS	4/24/2018	55.71	006	W	R
364338	UNITED DAIRY, INC.	Food/OHS	4/24/2018	189.46	006	W	R
364338	UNITED DAIRY, INC.	Food/OHS	4/24/2018	454.49	006	W	R
364338	UNITED DAIRY, INC.	Food/OHS	4/24/2018	483.94	006	W	R
364338	UNITED DAIRY, INC.	Food/OHS	4/24/2018	319.17	006	W	R
364338	UNITED DAIRY, INC.	Food/OHS	4/24/2018	77.78	006	W	R
364338	UNITED DAIRY, INC.	Food/LHS	4/24/2018	153.35	006	W	R
364338	UNITED DAIRY, INC.	Food/LHS	4/24/2018	478.82	006	W	R
364338	UNITED DAIRY, INC.	Food/LHS	4/24/2018	471.49	006	W	R
364338	UNITED DAIRY, INC.	Food/LHS	4/24/2018	236.89	006	W	R
364338	UNITED DAIRY, INC.	Food/LHS	4/24/2018	266.11	006	W	R
364338	UNITED DAIRY, INC.	Food/OOHS	4/24/2018	241.45	006	W	R
364338	UNITED DAIRY, INC.	Food/OOHS	4/24/2018	575.43	006	W	R
364338	UNITED DAIRY, INC.	Food/OOHS	4/24/2018	619.14	006	W	R
364338	UNITED DAIRY, INC.	Food/OOHS	4/24/2018	433.67	006	W	R
364338	UNITED DAIRY, INC.	Food/OOHS	4/24/2018	160.63	006	W	R
364339	TURTLE LADY	Program fee for KG & 1st Grade	4/24/2018	1,080.00	018	W	R
364340	EDUCATORS PUBL. SERV	Words I Use When I Write	4/24/2018	75.00	401	W	R
364340	EDUCATORS PUBL. SERV	Words I use when I write - 2nd	4/24/2018	40.00	401	W	R
364340	EDUCATORS PUBL. SERV	Student Journals for 2nd grade	4/24/2018	37.40	401	W	R
364340	EDUCATORS PUBL. SERV	Shipping	4/24/2018	18.29	401	W	R
364341	HEIDI SONGS	Sounds Fun Phonics Animated	4/24/2018	25.00	401	W	W
364341	HEIDI SONGS	Sounds Fun Phonics Flash	4/24/2018	30.00	401	W	W
364341	HEIDI SONGS	Shipping	4/24/2018	10.00	401	W	W
364342	INSECT LORE	Cup of Caterpillars	4/24/2018	17.99	401	W	W
364342	INSECT LORE	Butterfly Gardens with 2 Live	4/24/2018	34.99	401	W	W
364342	INSECT LORE	Shipping	4/24/2018	7.95	401	W	W
364343	LAKESHORE LEARNING MATERIALS	Giant Magnetic Dominoes	4/24/2018	24.99	401	W	W
364343	LAKESHORE LEARNING MATERIALS	Shipping	4/24/2018	5.00	401	W	W
364344	PRESTWICK HOUSE	Student Vocabulary books	4/24/2018	189.81	401	W	W

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364344	PRESTWICK HOUSE	Shipping	4/24/2018	18.98	401	W	W
364345	LEARNING A-Z	Reading A to Z licenses	4/24/2018	899.73	401	W	R
364345	LEARNING A-Z	Raz Kids licenses	4/24/2018	899.82	401	W	R
364345	LEARNING A-Z	Headsprout licenses	4/24/2018	999.75	401	W	R
364345	LEARNING A-Z	Science A to Z licenses	4/24/2018	299.85	401	W	R
364346	NATIONAL AUTISM RESOURCES	999018 - SENSORY ISSUES IN	4/24/2018	39.99	590	W	W
364346	NATIONAL AUTISM RESOURCES	54066 - TEACHING CHILDREN	4/24/2018	32.95	590	W	W
364346	NATIONAL AUTISM RESOURCES	602642 - TOKEN BOARD	4/24/2018	29.95	590	W	W
364346	NATIONAL AUTISM RESOURCES	602640 - REWARD CHART	4/24/2018	59.97	590	W	W
364346	NATIONAL AUTISM RESOURCES	192113 - EMOTIONS	4/24/2018	59.66	590	W	W
364347	OHIO ACTE SND	Invoice No. 29448	4/24/2018	469.00	001	W	W
364348	SCHOOL SPECIALTY, INC.	SCHOOL SUPPLIES JAN-MAR	4/26/2018	87.85	001	W	W
364348	SCHOOL SPECIALTY, INC.	4th Grade Classroom Supplies -	4/26/2018	17.41	001	W	W
364348	SCHOOL SPECIALTY, INC.	Item #084839 - School Smart	4/26/2018	12.06	001	W	W
364348	SCHOOL SPECIALTY, INC.	Item #14961188 - Marker Dry	4/26/2018	9.54	001	W	W
364348	SCHOOL SPECIALTY, INC.	See attached list	4/26/2018	725.18	001	W	W
364348	SCHOOL SPECIALTY, INC.	See attached list	4/26/2018	76.63	001	W	W
364348	SCHOOL SPECIALTY, INC.	See attached list	4/26/2018	32.49	001	W	W
364348	SCHOOL SPECIALTY, INC.	See attached list	4/26/2018	22.03	001	W	W
364348	SCHOOL SPECIALTY, INC.	See attached list	4/26/2018	26.76	001	W	W
364348	SCHOOL SPECIALTY, INC.	Ball point fine pen #1077170	4/26/2018	11.24	001	W	W
364348	SCHOOL SPECIALTY, INC.	Transparent tape #1354240	4/26/2018	10.07	001	W	W
364348	SCHOOL SPECIALTY, INC.	Asst Highlighter's #1298144	4/26/2018	7.27	001	W	W
364348	SCHOOL SPECIALTY, INC.	Ballpoint pen #1570329	4/26/2018	11.41	001	W	W
364348	SCHOOL SPECIALTY, INC.	Highlighter asst #1354258	4/26/2018	1.54	001	W	W
364348	SCHOOL SPECIALTY, INC.	Hook & loop velcro #1596141	4/26/2018	117.50	001	W	W
364348	SCHOOL SPECIALTY, INC.	Chart Paper, #085325	4/26/2018	49.84	001	W	W
364348	SCHOOL SPECIALTY, INC.	085454 Exhibit Paper	4/26/2018	30.14	001	W	W
364348	SCHOOL SPECIALTY, INC.	077415 Sharpie UltraThin Black	4/26/2018	15.98	001	W	W
364348	SCHOOL SPECIALTY, INC.	1528372 School Smart Dry Erase	4/26/2018	20.16	001	W	W
364348	SCHOOL SPECIALTY, INC.	084328 Pencil Sharpener	4/26/2018	65.72	001	W	W
364348	SCHOOL SPECIALTY, INC.	006471 Paper Sentence Strips	4/26/2018	2.06	001	W	W
364348	SCHOOL SPECIALTY, INC.	1369507 Paper Sentence Strips	4/26/2018	3.63	001	W	W
364348	SCHOOL SPECIALTY, INC.	Art supplies, see attached	4/26/2018	12.96	009	W	W
364348	SCHOOL SPECIALTY, INC.	Art supplies, see attached	4/26/2018	43.86	009	W	W
364348	SCHOOL SPECIALTY, INC.	Art supplies, see attached	4/26/2018	19.88	009	W	W
364348	SCHOOL SPECIALTY, INC.	Art supplies, see attached	4/26/2018	1,048.75	009	W	W
364348	SCHOOL SPECIALTY, INC.	Art supplies, see attached	4/26/2018	51.80	009	W	W
364348	SCHOOL SPECIALTY, INC.	Please see the attached	4/26/2018	2.85	009	W	W
364348	SCHOOL SPECIALTY, INC.	Please see the attached	4/26/2018	951.71	009	W	W
364348	SCHOOL SPECIALTY, INC.	Please see the attached	4/26/2018	19.82	009	W	W
364348	SCHOOL SPECIALTY, INC.	1595335	4/26/2018	38.99	001	W	W
364348	SCHOOL SPECIALTY, INC.	3-HOLE HEAVY DUTY PUNCH	4/26/2018	10.49	001	W	W
364348	SCHOOL SPECIALTY, INC.	Teaching aids All	4/26/2018	32.49	001	W	W
364348	SCHOOL SPECIALTY, INC.	Teaching aids 3	4/26/2018	80.85	001	W	W
364348	SCHOOL SPECIALTY, INC.	Teaching aids LD	4/26/2018	19.33	001	W	W
364348	SCHOOL SPECIALTY, INC.	Teaching aids All	4/26/2018	24.63	001	W	W
364348	SCHOOL SPECIALTY, INC.	Open PO for purchase of	4/26/2018	64.98	001	W	W
364348	SCHOOL SPECIALTY, INC.	Open PO for purchase of	4/26/2018	11.82	001	W	W
364348	SCHOOL SPECIALTY, INC.	Open PO for purchase of	4/26/2018	123.20	001	W	W
364348	SCHOOL SPECIALTY, INC.	See attached 4th grade	4/26/2018	99.53	001	W	W
364348	SCHOOL SPECIALTY, INC.	see list of supplies for ELLIS	4/26/2018	98.07	001	W	W
364348	SCHOOL SPECIALTY, INC.	see list of supplies for ELLIS	4/26/2018	1.14	001	W	W
364348	SCHOOL SPECIALTY, INC.	Purchase of Foreign Language	4/26/2018	42.25	001	W	W
364348	SCHOOL SPECIALTY, INC.	Speech Classroom Supplies -	4/26/2018	14.00	001	W	W
364348	SCHOOL SPECIALTY, INC.	Item #327748 - Hook Velcro	4/26/2018	75.90	001	W	W
364348	SCHOOL SPECIALTY, INC.	Item #036975 - Ring Book NCKL	4/26/2018	8.31	001	W	W
364348	SCHOOL SPECIALTY, INC.	Music Classroom Supplies	4/26/2018	77.37	001	W	W
364348	SCHOOL SPECIALTY, INC.	Kindergarten Classroom	4/26/2018	95.18	001	W	W
364348	SCHOOL SPECIALTY, INC.	JAN/FEB/MAR	4/26/2018	263.44	516	W	W
364348	SCHOOL SPECIALTY, INC.	See attached list of 2nd grade	4/26/2018	55.56	001	W	W
364348	SCHOOL SPECIALTY, INC.	See attached list of 2nd grade	4/26/2018	123.86	001	W	W
364348	SCHOOL SPECIALTY, INC.	Teaching aids SLC ID	4/26/2018	41.51	001	W	W
364348	SCHOOL SPECIALTY, INC.	Office supplies	4/26/2018	25.96	001	W	W
364348	SCHOOL SPECIALTY, INC.	see attached list of supplies	4/26/2018	58.05	001	W	W
364348	SCHOOL SPECIALTY, INC.	Art supply order	4/26/2018	84.03	009	W	W
364348	SCHOOL SPECIALTY, INC.	Art supply order	4/26/2018	791.00	009	W	W
364348	SCHOOL SPECIALTY, INC.	Art supply order	4/26/2018	20.85	009	W	W
364348	SCHOOL SPECIALTY, INC.	CLUB ACCOUNT - JOURNALISM	4/26/2018	296.22	200	W	W
364348	SCHOOL SPECIALTY, INC.	CLUB ACCOUNT - JOURNALISM	4/26/2018	450.45	200	W	W
364349	STAPLES ADVANTAGE	MATH CLASSROOM	4/26/2018	130.67	001	W	W
364349	STAPLES ADVANTAGE	HIGH SCHOOL - TEACHING AIDS	4/26/2018	145.99	001	W	W
364349	STAPLES ADVANTAGE	Various supplies for office	4/26/2018	951.68	001	W	W
364349	STAPLES ADVANTAGE	MISC OFFICE SUPPLIES	4/26/2018	59.96	001	W	W
364349	STAPLES ADVANTAGE	MISC OFFICE SUPPLIES	4/26/2018	50.43	001	W	W
364349	STAPLES ADVANTAGE	Misc. classroom supplies for	4/26/2018	(7.07)	001	W	W
364349	STAPLES ADVANTAGE	OFFICE SUPPLIES JAN-JUNE 2018	4/26/2018	60.74	001	W	W
364349	STAPLES ADVANTAGE	Q3 OPEN PO FOR TEACHING AIDS	4/26/2018	28.21	001	W	W
364349	STAPLES ADVANTAGE	Q3 OPEN PO FOR TEACHING AIDS	4/26/2018	340.55	001	W	W
364349	STAPLES ADVANTAGE	Q3 OPEN PO FOR TEACHING AIDS	4/26/2018	14.39	001	W	W
364349	STAPLES ADVANTAGE	Q3 OPEN PO FOR TEACHING AIDS	4/26/2018	112.71	001	W	W
364349	STAPLES ADVANTAGE	Q3 OPEN PO FOR TEACHING AIDS	4/26/2018	566.65	001	W	W
364349	STAPLES ADVANTAGE	Q3 OPEN PO FOR TEACHING AIDS	4/26/2018	228.99	001	W	W
364349	STAPLES ADVANTAGE	Q3 OPEN PO FOR TEACHING AIDS	4/26/2018	(22.83)	001	W	W
364349	STAPLES ADVANTAGE	Q3 OPEN PO FOR TEACHING AIDS	4/26/2018	(10.20)	001	W	W
364349	STAPLES ADVANTAGE	Q3 OPEN PO FOR TEACHING AIDS	4/26/2018	37.96	001	W	W
364349	STAPLES ADVANTAGE	Q3 OPEN PO FOR TEACHING AIDS	4/26/2018	97.36	001	W	W
364349	STAPLES ADVANTAGE	Open PO for Classroom supplies	4/26/2018	36.05	001	W	W
364349	STAPLES ADVANTAGE	Open PO for Classroom supplies	4/26/2018	147.13	001	W	W
364349	STAPLES ADVANTAGE	Open PO for Classroom supplies	4/26/2018	62.40	001	W	W
364349	STAPLES ADVANTAGE	Open PO for Classroom supplies	4/26/2018	441.08	001	W	W
364349	STAPLES ADVANTAGE	Open PO for Classroom supplies	4/26/2018	131.77	001	W	W
364349	STAPLES ADVANTAGE	Open PO for Classroom supplies	4/26/2018	138.58	001	W	W
364349	STAPLES ADVANTAGE	Open PO for Classroom supplies	4/26/2018	42.77	001	W	W

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364349	STAPLES ADVANTAGE	General Office Supplies	4/26/2018	273.16	001	W	W
364349	STAPLES ADVANTAGE	General Office Supplies	4/26/2018	410.75	001	W	W
364349	STAPLES ADVANTAGE	General Office Supplies	4/26/2018	12.09	001	W	W
364349	STAPLES ADVANTAGE	General Office Supplies	4/26/2018	488.39	001	W	W
364349	STAPLES ADVANTAGE	General Office Supplies	4/26/2018	16.10	001	W	W
364349	STAPLES ADVANTAGE	1 gallon of glue for 5th gr.	4/26/2018	12.52	001	W	W
364349	STAPLES ADVANTAGE	Office supplies	4/26/2018	45.86	001	W	W
364349	STAPLES ADVANTAGE	Office supplies	4/26/2018	11.16	001	W	W
364349	STAPLES ADVANTAGE	see attached list of supplies	4/26/2018	138.42	001	W	W
364349	STAPLES ADVANTAGE	see attached list of office	4/26/2018	231.70	001	W	W
364349	STAPLES ADVANTAGE	Teaching aids 3	4/26/2018	10.87	001	W	W
364349	STAPLES ADVANTAGE	Teaching aids 5	4/26/2018	26.00	001	W	W
364349	STAPLES ADVANTAGE	Teaching aids LD	4/26/2018	19.59	001	W	W
364349	STAPLES ADVANTAGE	Office supplies	4/26/2018	17.88	001	W	W
364349	STAPLES ADVANTAGE	Teaching aids 2	4/26/2018	83.68	001	W	W
364349	STAPLES ADVANTAGE	See attached list	4/26/2018	111.83	001	W	W
364349	STAPLES ADVANTAGE	Teaching Aids	4/26/2018	24.49	001	W	W
364349	STAPLES ADVANTAGE	Teaching Aids	4/26/2018	146.07	001	W	W
364349	STAPLES ADVANTAGE	Uniform School Supplies	4/26/2018	215.18	009	W	W
364349	STAPLES ADVANTAGE	Office Supplies	4/26/2018	37.70	001	W	W
364349	STAPLES ADVANTAGE	Teaching Aids	4/26/2018	4.98	001	W	W
364349	STAPLES ADVANTAGE	Teaching Aids	4/26/2018	16.78	001	W	W
364349	STAPLES ADVANTAGE	Office Supplies	4/26/2018	0.20	001	W	W
364349	STAPLES ADVANTAGE	END OF YEAR RECOGNITION	4/26/2018	126.80	001	W	W
364349	STAPLES ADVANTAGE	JAN/FEB/MAR	4/26/2018	42.99	516	W	W
364349	STAPLES ADVANTAGE	JAN/FEB/MAR	4/26/2018	56.37	516	W	W
364349	STAPLES ADVANTAGE	JAN/FEB/MAR	4/26/2018	17.39	516	W	W
364349	STAPLES ADVANTAGE	JAN/FEB/MAR	4/26/2018	5.78	516	W	W
364349	STAPLES ADVANTAGE	JAN/FEB/MAR	4/26/2018	11.99	516	W	W
364349	STAPLES ADVANTAGE	JAN/FEB/MAR	4/26/2018	11.99	516	W	W
364349	STAPLES ADVANTAGE	JAN/FEB/MAR	4/26/2018	644.63	516	W	W
364349	STAPLES ADVANTAGE	JAN/FEB/MAR	4/26/2018	139.98	516	W	W
364349	STAPLES ADVANTAGE	JAN/FEB/MAR	4/26/2018	118.23	516	W	W
364349	STAPLES ADVANTAGE	JAN/FEB/MAR	4/26/2018	11.04	516	W	W
364349	STAPLES ADVANTAGE	JAN/FEB/MAR	4/26/2018	12.29	516	W	W
364349	STAPLES ADVANTAGE	SCHOOL SUPPLIES JAN-MAR	4/26/2018	476.77	001	W	W
364349	STAPLES ADVANTAGE	ART SUPPLIES--PLEASE SEE	4/26/2018	387.03	001	W	W
364349	STAPLES ADVANTAGE		4/26/2018	1,208.53	009	W	W
364349	STAPLES ADVANTAGE	ART SUPPLIES--PLEASE SEE	4/26/2018	420.51	001	W	W
364349	STAPLES ADVANTAGE		4/26/2018	429.44	009	W	W
364349	STAPLES ADVANTAGE	See attached list	4/26/2018	24.19	001	W	W
364349	STAPLES ADVANTAGE	See attached list	4/26/2018	93.45	001	W	W
364349	STAPLES ADVANTAGE	See attached list	4/26/2018	468.02	001	W	W
364349	STAPLES ADVANTAGE	See attached list	4/26/2018	8.46	001	W	W
364349	STAPLES ADVANTAGE	See attached list	4/26/2018	44.44	001	W	W
364349	STAPLES ADVANTAGE	Office Supplies	4/26/2018	20.99	001	W	W
364349	STAPLES ADVANTAGE	see attached supplies for 2nd	4/26/2018	98.61	001	W	W
364349	STAPLES ADVANTAGE	Office Supplies	4/26/2018	1.68	001	W	W
364349	STAPLES ADVANTAGE	STAPLES SPL-120-CC8 DIGIT	4/26/2018	59.33	001	W	W
364349	STAPLES ADVANTAGE	5 COLOR PRINTERS, INK AND 5	4/26/2018	1,679.85	001	W	W
364349	STAPLES ADVANTAGE	Poster maker paper rolls.	4/26/2018	81.58	018	W	W
364350	PegEd, LLC	Educational Services for IEP	4/26/2018	1,650.00	001	W	R
364350	PegEd, LLC	Educational Services for IEP	4/26/2018	3,075.00	001	W	R
364350	PegEd, LLC	Educational Services for IEP	4/26/2018	1,500.00	001	W	R
364351	DABERKOW, STEFANIE	REIMBURSEMENT FOR APPROVED PD	4/26/2018	924.30	516	W	R
364352	Ross, Alysse	REIMBURSEMENT FOR APPROVED PD	4/26/2018	195.13	516	W	R
364353	ARGANBRIGHT, MARTY	REIMBURSEMENT FOR APPROVED PD	4/26/2018	902.60	516	W	R
364354	Berendts, Allisha	REIMBURSEMENT FOR APPROVED PD	4/26/2018	854.85	516	W	R
364355	Williamson, Cayla	ADDITIONAL ACCOUNT	4/26/2018	237.00	516	W	W
364356	ROBBERTZ, HOLLY	REIMBURSEMENT FOR APPROVED PD	4/26/2018	387.19	516	W	W
364357	SCHULTZ, CYNTHIA	REIMBURSEMENT FOR APPROVED PD	4/26/2018	1,160.87	516	W	W
364357	SCHULTZ, CYNTHIA	ADDITIONAL ACCOUNT	4/26/2018	-	516	W	W
364358	PESI, LLC	REGISTRATION COST FOR APPROVED	4/26/2018	499.95	516	W	W
364359	FRONTIER NORTH INC.	DISTRICT PHONE SERVICES	4/26/2018	206.80	001	W	W
364359	FRONTIER NORTH INC.	DISTRICT PHONE SERVICES	4/26/2018	252.84	001	W	W
364359	FRONTIER NORTH INC.	DISTRICT PHONE SERVICES	4/26/2018	236.03	001	W	W
364360	WELCH, DEBORAH	GIRLS LACROSSE ASSIGNER	4/26/2018	50.00	300	W	W
364361	VIP REHABILITATION SERVICES	VI ORINTATION & MOBILITY	4/26/2018	8,500.00	516	W	W
364362	UNIFIRST CORPORATION	Mechanic uniforms and shop	4/26/2018	98.80	001	W	W
364362	UNIFIRST CORPORATION	Mechanic uniforms and shop	4/26/2018	39.58	001	W	W
364362	UNIFIRST CORPORATION	Mechanic uniforms and shop	4/26/2018	51.52	001	W	W
364362	UNIFIRST CORPORATION	Mechanic uniforms and shop	4/26/2018	54.52	001	W	W
364362	UNIFIRST CORPORATION	Mechanic uniforms and shop	4/26/2018	42.58	001	W	W
364362	UNIFIRST CORPORATION	Mechanic uniforms and shop	4/26/2018	54.52	001	W	W
364362	UNIFIRST CORPORATION	Mechanic uniforms and shop	4/26/2018	42.58	001	W	W
364362	UNIFIRST CORPORATION	Mechanic uniforms and shop	4/26/2018	54.52	001	W	W
364362	UNIFIRST CORPORATION	Mechanic uniforms and shop	4/26/2018	42.58	001	W	W
364362	UNIFIRST CORPORATION	Mechanic uniforms and shop	4/26/2018	17.16	001	W	W
364362	UNIFIRST CORPORATION	Mechanic uniforms and shop	4/26/2018	42.58	001	W	W
364363	STRATEGIC SOLUTIONS, LLC	ADDL. PICKUP--EMPLOYEE RECORDS	4/26/2018	4,329.80	001	W	W
364364	Secure Transportation Company	Transportation Services for	4/26/2018	2,262.75	001	W	W
364364	Secure Transportation Company	Transportation Services for	4/26/2018	2,040.00	001	W	W
364364	Secure Transportation Company	Transportation Services for	4/26/2018	1,680.00	001	W	W
364364	Secure Transportation Company	Transportation Services for	4/26/2018	3,423.00	001	W	W
364364	Secure Transportation Company	Transportation Services for	4/26/2018	1,615.50	001	W	W
364365	SLAVINSKI, JOHN	Leadership Development 2017-18	4/26/2018	500.00	300	W	W
364366	Rickabaugh Graphics	District Branding Project	4/26/2018	9,300.00	001	W	W
364367	Richland County Juvenile Court	EDUCATION COST FOR COURT	4/26/2018	1,170.00	001	W	W
364368	PICKAWAY COUNTY ED.SERV.CENTER	Driver testing and	4/26/2018	85.00	001	W	W
364369	OHIO CAPITAL CONFERENCE	BLAX & GLAX Assigner Fees	4/26/2018	185.00	300	W	W
364370	OSU SPEECH & LANGUAGE	AUDIOLOGICIAL SERVICES FOR HI	4/26/2018	450.00	516	W	W
364370	OSU SPEECH & LANGUAGE	REDUCE PO	4/26/2018	-	516	W	W
364371	OLENTANGY FOOD SERVICE	PRINCIPAL'S FUND - STUDENTS	4/26/2018	40.50	018	W	W
364371	OLENTANGY FOOD SERVICE	Food provided for Olentangy	4/26/2018	20.00	001	W	W

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364371	OLENTANGY FOOD SERVICE	STUDENT RECOGNITION BREAKFAST	4/26/2018	211.50	018	W	W
364371	OLENTANGY FOOD SERVICE	STUDENT RECOGNITION BREAKFAST	4/26/2018	143.20	018	W	W
364371	OLENTANGY FOOD SERVICE	Kdg screening treats for	4/26/2018	8.50	007	W	W
364371	OLENTANGY FOOD SERVICE	Certified Interview Day	4/26/2018	236.50	001	W	W
364372	NATIONWIDE CHILDREN'S HOSPITAL	EDUCATIONAL SUPPORT	4/26/2018	312.40	516	W	R
364372	NATIONWIDE CHILDREN'S HOSPITAL	EDUCATIONAL SUPPORT	4/26/2018	468.60	516	W	R
364372	NATIONWIDE CHILDREN'S HOSPITAL	EDUCATIONAL SUPPORT	4/26/2018	468.60	516	W	R
364372	NATIONWIDE CHILDREN'S HOSPITAL	EDUCATIONAL SUPPORT	4/26/2018	1,601.05	516	W	R
364372	NATIONWIDE CHILDREN'S HOSPITAL	EDUCATIONAL SUPPORT	4/26/2018	937.20	516	W	R
364373	Multi County Juvenile	EDUCATIONAL TUITION COST FOR	4/26/2018	420.00	001	W	W
364373	Multi County Juvenile	EDUCATIONAL TUITION COST FOR	4/26/2018	1,320.00	001	W	W
364374	Morton Salt, Inc.	2017/18 Road Salt D/W	4/26/2018	1,386.00	001	W	W
364375	META	Internet Access and Transport	4/26/2018	107,216.16	001	W	W
364376	Maxim Healthcare Services, Inc	EDUCATIONAL COSTS FOR IEP	4/26/2018	1,073.00	516	W	R
364377	SPECIALIZED SPEECH TECH., INC.	SUPPORT SERVICES FOR DISTRICT	4/26/2018	14,264.32	516	W	W
364378	MADE FROM SCRATCH	CHOCOLATE FOUNTAINS FOR AWARDS	4/26/2018	1,135.26	018	W	W
364379	Education Management Systems,	Genovation 904-RJ Student LCD	4/26/2018	5,989.55	006	W	W
364380	SYSCO CENTRAL OHIO	Food/WRE Jan. - March, 2018	4/26/2018	1,504.12	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/WRE Jan. - March,	4/26/2018	214.89	006	W	W
364380	SYSCO CENTRAL OHIO	Food/ACE	4/26/2018	1,398.42	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/ACE	4/26/2018	40.98	006	W	W
364380	SYSCO CENTRAL OHIO	Food/SRE	4/26/2018	1,881.40	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/SRE	4/26/2018	244.96	006	W	W
364380	SYSCO CENTRAL OHIO	Food/AES	4/26/2018	1,989.39	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/AES	4/26/2018	377.19	006	W	W
364380	SYSCO CENTRAL OHIO	Food/OCE	4/26/2018	3,904.57	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/OCE	4/26/2018	431.14	006	W	W
364380	SYSCO CENTRAL OHIO	Food/TRE	4/26/2018	2,118.28	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/TRE	4/26/2018	284.46	006	W	W
364380	SYSCO CENTRAL OHIO	Food/WCE	4/26/2018	1,757.34	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/WCE	4/26/2018	177.00	006	W	W
364380	SYSCO CENTRAL OHIO	Food/ISE	4/26/2018	1,956.66	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/ISE	4/26/2018	285.10	006	W	W
364380	SYSCO CENTRAL OHIO	Food/GOE	4/26/2018	1,566.25	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/GOE	4/26/2018	188.32	006	W	W
364380	SYSCO CENTRAL OHIO	Food/OME	4/26/2018	2,115.21	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/OME	4/26/2018	219.75	006	W	W
364380	SYSCO CENTRAL OHIO	Food/LTE	4/26/2018	2,086.08	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/LTE	4/26/2018	205.70	006	W	W
364380	SYSCO CENTRAL OHIO	Food/JCE	4/26/2018	2,540.50	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/JCE	4/26/2018	369.09	006	W	W
364380	SYSCO CENTRAL OHIO	Food/FTE	4/26/2018	1,997.75	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/FTE	4/26/2018	206.48	006	W	W
364380	SYSCO CENTRAL OHIO	Food/CES	4/26/2018	2,625.83	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/CES	4/26/2018	662.25	006	W	W
364380	SYSCO CENTRAL OHIO	Food/HES	4/26/2018	2,172.00	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/HES	4/26/2018	203.20	006	W	W
364380	SYSCO CENTRAL OHIO	Food/SMS	4/26/2018	7,818.65	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/SMS	4/26/2018	756.80	006	W	W
364380	SYSCO CENTRAL OHIO	Food/LMS	4/26/2018	7,388.76	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/LMS	4/26/2018	452.35	006	W	W
364380	SYSCO CENTRAL OHIO	Food/OMS	4/26/2018	7,056.89	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/OMS	4/26/2018	654.76	006	W	W
364380	SYSCO CENTRAL OHIO	Food/HMS	4/26/2018	5,752.60	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/HMS	4/26/2018	770.61	006	W	W
364380	SYSCO CENTRAL OHIO	Food/BMS	4/26/2018	5,178.58	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/BMS	4/26/2018	711.60	006	W	W
364380	SYSCO CENTRAL OHIO	Food/OHS	4/26/2018	9,435.55	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/OHS	4/26/2018	1,084.76	006	W	W
364380	SYSCO CENTRAL OHIO	Food/LHS	4/26/2018	12,020.09	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/LHS	4/26/2018	1,621.34	006	W	W
364380	SYSCO CENTRAL OHIO	Food/OOHS	4/26/2018	12,585.00	006	W	W
364380	SYSCO CENTRAL OHIO	Non Food/OOHS	4/26/2018	1,591.15	006	W	W
364381	VIAQUEST, INC	EDUCATION COST FOR IEP STUDENT	4/26/2018	4,672.75	516	W	W
364381	VIAQUEST, INC	EDUCATION COST FOR IEP STUDENT	4/26/2018	76.20	516	W	W
364381	VIAQUEST, INC	EDUCATION COST FOR IEP STUDENT	4/26/2018	4,672.75	516	W	W
364381	VIAQUEST, INC	EDUCATION COST FOR IEP STUDENT	4/26/2018	50.80	516	W	W
364382	CENTRAL OHIO BEHAVIORAL CONSUL	EDUCATIONAL SERVICES FOR IEP	4/27/2018	468.75	516	W	W
364382	CENTRAL OHIO BEHAVIORAL CONSUL	EDUCATIONAL SERVICES FOR IEP	4/27/2018	625.00	516	W	W
364382	CENTRAL OHIO BEHAVIORAL CONSUL	EDUCATIONAL SERVICES FOR IEP	4/27/2018	531.25	516	W	W
364382	CENTRAL OHIO BEHAVIORAL CONSUL	EDUCATIONAL SERVICES FOR IEP	4/27/2018	1,656.25	516	W	W
364383	COLUMBUS ATHENAEUM	PROM VENUE, FOOD, DECOR AND	4/27/2018	11,530.60	200	W	W
364383	COLUMBUS ATHENAEUM	PROM VENUE, FOOD, DECOR AND	4/27/2018	900.00	200	W	W
364384	COLUMBUS CLAY AND	#127 white sculpture	4/27/2018	392.50	009	W	W
364385	CONSTRUCTION ANALYSIS, LLC	High School #4 Project-	4/27/2018	7,800.00	004	W	W
364386	CONTINENTAL OFFICE	Desk/Office Furniture-	4/27/2018	2,068.55	001	W	W
364387	Cook, Casey	Adjudicator fee for Olentangy	4/27/2018	300.00	200	W	W
364388	Cox, Ishbah	2018 College Band Directors	4/27/2018	1,286.53	590	W	W
364389	DC REPROGRAPHICS CO.	Professional printing services	4/27/2018	691.40	003	W	W
364390	DACKS, RICHARD	SECOND SEMESTER PIANO TUNINGS	4/27/2018	108.00	001	W	W
364390	DACKS, RICHARD	Tune Baldwin Upright	4/27/2018	100.00	001	W	W
364390	DACKS, RICHARD	Open for Piano tuning for OMS	4/27/2018	400.00	200	W	W
364391	Data-Based Consulting, Inc.	REGISTRATION FOR RTI	4/27/2018	350.00	516	W	W
364392	DAYTON CINCINNATI TECHNOLOGY	Aruba Network AP M & S Support	4/27/2018	28,495.07	001	W	W
364392	DAYTON CINCINNATI TECHNOLOGY	DELL CHROMBOOK 11	4/27/2018	418.00	001	W	W
364392	DAYTON CINCINNATI TECHNOLOGY	GOOGLE MGMT CONSOLE	4/27/2018	48.00	001	W	W
364392	DAYTON CINCINNATI TECHNOLOGY	DCTS WHITE GLOVE SERVICE,	4/27/2018	10.00	001	W	W
364392	DAYTON CINCINNATI TECHNOLOGY	VIEWSONIC COMMERCIAL DISPLAY	4/27/2018	2,212.00	018	W	W
364392	DAYTON CINCINNATI TECHNOLOGY	Dell Chromebook 11	4/27/2018	836.00	001	W	W
364392	DAYTON CINCINNATI TECHNOLOGY	Google Management Console	4/27/2018	96.00	001	W	W
364392	DAYTON CINCINNATI TECHNOLOGY	DCTS White Glove Service.	4/27/2018	20.00	001	W	W
364392	DAYTON CINCINNATI TECHNOLOGY	PTO Donated Chromebooks	4/27/2018	4,998.00	018	W	W
364392	DAYTON CINCINNATI TECHNOLOGY	FTES Chromebooks	4/27/2018	9,520.00	018	W	W
364393	DECA, INC.	DECA CONCERT	4/27/2018	315.00	300	W	W

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364393	DECA, INC.	SIX FLAGS	4/27/2018	280.00	300	W	W
364394	DELAWARE GAZETTE	Required advertising/legal ad	4/27/2018	794.23	001	W	W
364395	DEMCO	See attached list of library	4/27/2018	182.46	001	W	W
364395	DEMCO	Contract Discount	4/27/2018	(15.13)	001	W	W
364395	DEMCO	S/H	4/27/2018	30.40	001	W	W
364395	DEMCO	WF13756120 SMITH SYSTEM	4/27/2018	403.75	001	W	W
364395	DEMCO	WG12141230 HORIZONTAL SLAT	4/27/2018	269.96	001	W	W
364395	DEMCO	WF13724840 FLOOR RECLINER	4/27/2018	218.50	001	W	W
364395	DEMCO	WF13724850 FLOOR RECLINER	4/27/2018	119.70	001	W	W
364395	DEMCO	SHIPPING	4/27/2018	404.76	001	W	W
364395	DEMCO	WG12210900 Superfold 9"H 19"	4/27/2018	16.10	001	W	W
364395	DEMCO	Shipping and Handling	4/27/2018	9.95	001	W	W
364395	DEMCO	WS12231000 DEMCO DURAFOLD BOOK	4/27/2018	15.89	001	W	W
364395	DEMCO	SHIPPING	4/27/2018	9.95	001	W	W
364395	DEMCO	See attached	4/27/2018	255.98	001	W	W
364396	DICK BLICK ART MATERIALS	Art materials	4/27/2018	2,221.86	009	W	W
364396	DICK BLICK ART MATERIALS	LOGAN ELITE MAT CUTTER 60"	4/27/2018	691.20	001	W	W
364396	DICK BLICK ART MATERIALS	#268 BLADES	4/27/2018	22.32	001	W	W
364396	DICK BLICK ART MATERIALS	#269 BLADES	4/27/2018	22.32	001	W	W
364397	DIGITAL IMPRESSIONS	PRINCIPALS FUND - STUDENTS	4/27/2018	432.50	007	W	R
364397	DIGITAL IMPRESSIONS	Set up Fee	4/27/2018	40.00	007	W	R
364397	DIGITAL IMPRESSIONS	Shipping/Handling	4/27/2018	26.00	007	W	R
364398	EASTWAY SUPPLIES, INC.	OCES- Lochinvar AWN200PM hot	4/27/2018	11,653.04	003	W	W
364399	EDUCATIONAL SERVICE CENTER	ROCKBRIDGE ACADEMY SEATS 6 @	4/27/2018	56,000.00	001	W	W
364399	EDUCATIONAL SERVICE CENTER	UPPER ARLINGTON HI PROGRAM	4/27/2018	2,662.31	516	W	W
364399	EDUCATIONAL SERVICE CENTER	UPPER ARLINGTON HI SUPPORT	4/27/2018	842.62	516	W	W
364399	EDUCATIONAL SERVICE CENTER	UPPER ARLINGTON HI PROGRAM	4/27/2018	5,271.96	516	W	W
364399	EDUCATIONAL SERVICE CENTER	UPPER ARLINGTON HI SUPPORT	4/27/2018	1,817.52	516	W	W
364399	EDUCATIONAL SERVICE CENTER	UPPER ARLINGTON HI PROGRAM	4/27/2018	7,648.16	516	W	W
364399	EDUCATIONAL SERVICE CENTER	UPPER ARLINGTON HI PROGRAM	4/27/2018	2,671.71	516	W	W
364400	ELITEFTS.COM	STUDENT FEES - PE/HEALTH	4/27/2018	800.80	009	W	W
364401	EMBROIDERY DESIGN GROUP	FORT ORANGE	4/27/2018	307.75	300	W	W
364402	Fedak, Tori	MILEAGE REIMBURSEMENT JAN-MAR	4/27/2018	119.25	001	W	W
364403	FETTE, JACK	Mileage and Expenses-Jack:	4/27/2018	66.68	001	W	W
364403	FETTE, JACK	Mileage and Expenses-Jack:	4/27/2018	116.25	001	W	W
364404	FLINN SCIENTIFIC INC	FLINN BALANCES THAT READ TO.01	4/27/2018	1,688.00	001	W	W
364404	FLINN SCIENTIFIC INC	OHAUS PIONEER PLUS ANALYTICAL	4/27/2018	1,686.00	001	W	W
364404	FLINN SCIENTIFIC INC	DISCOUNT	4/27/2018	(337.40)	001	W	W
364404	FLINN SCIENTIFIC INC	SCIENCE SUPPLIES--PLEASE SEE	4/27/2018	1,108.12	009	W	W
364405	FLOURISH INTEGRATED THERAPY	EDUCATIONAL SUPPORT SERVICES	4/27/2018	257.25	516	W	W
364406	FOLLETT SCHOOL SOLUTIONS, INC	New Library Books	4/27/2018	12.95	001	W	W
364406	FOLLETT SCHOOL SOLUTIONS, INC	New Library Books	4/27/2018	1,302.59	001	W	W
364407	FREESE, NANCY	Reimbursement for professional	4/27/2018	100.00	001	W	W
364408	FREE SPIRIT PUBLISHING INC.	Self Regulation in the	4/27/2018	599.85	590	W	W
364408	FREE SPIRIT PUBLISHING INC.	Proforma #593425.1 - 15%	4/27/2018	(90.00)	590	W	W
364409	French, Derek	Reimbursement for registration	4/27/2018	245.00	001	W	W
364410	FRITCH, BRUCE	Mileage expense for Bruce	4/27/2018	165.14	001	W	R
364411	Garland/DBS, Inc.	Increase for Roofing Repairs	4/27/2018	268.99	003	W	W
364411	Garland/DBS, Inc.	Increase for Roofing Repairs	4/27/2018	738.91	003	W	W
364412	GILLIAM, DERRICK	Mileage Expense for Derrick	4/27/2018	108.46	001	W	W
364413	GOPHER SPORT	Teaching aids PE	4/27/2018	207.53	001	W	R
364413	GOPHER SPORT	GE75-570 CLOSED FACE / FISHING	4/27/2018	223.60	001	W	R
364413	GOPHER SPORT	SHIPPING	4/27/2018	26.40	001	W	R
364413	GOPHER SPORT	GE72-181 48" REPLACEMENT	4/27/2018	319.60	009	W	R
364413	GOPHER SPORT	SHIPPING	4/27/2018	54.33	009	W	R
364413	GOPHER SPORT	Gopher TumblePro 4x8	4/27/2018	2,832.40	001	W	R
364414	GORDON, JEFF	Expenses for July - Dec 2017	4/27/2018	205.81	001	W	R
364414	GORDON, JEFF	Expenses for Jan-Mar 2018	4/27/2018	265.58	001	W	R
364415	GREEN-MURPHY, DEBBIE	3rd quarter mileage	4/27/2018	30.83	001	W	W
364416	GRIFFITHS, ROBERT	MILEAGE REIMBURSEMENT JAN-MAR	4/27/2018	25.62	001	W	W
364417	Grimes, Melissa	Breakfast for judges at Solo &	4/27/2018	46.60	200	W	W
364418	GROTH MUSIC	(NP12) 12 ft. parachute	4/27/2018	36.95	001	W	W
364418	GROTH MUSIC	(NP20) 20 ft. parachute	4/27/2018	77.95	001	W	W
364418	GROTH MUSIC	Shipping	4/27/2018	12.95	001	W	W
364419	HAMILTON, WHITNEY	MILEAGE REIMBURSEMENT JAN-MAR	4/27/2018	70.52	001	W	W
364420	HARRIMAN, DOUG	BOYS LACROSSE ASSIGNER	4/27/2018	100.00	300	W	W
364421	HAUGLAND LEARNING CENTER	EDUCATIONAL TUITION FOR IEP	4/27/2018	5,650.00	516	W	W
364421	HAUGLAND LEARNING CENTER	EDUCATIONAL TUITION FOR IEP	4/27/2018	5,100.00	516	W	W
364422	HEALTHCARE BILLING SERVICES, I	MEDICAID RECEIPTS - FY 18	4/27/2018	710.85	001	W	W
364423	HEINEMANN	Benchmark Assessment	4/27/2018	425.00	001	W	R
364423	HEINEMANN	Benchmark assessment	4/27/2018	850.00	001	W	R
364423	HEINEMANN	10% Shipping	4/27/2018	127.50	001	W	R
364423	HEINEMANN	978-0-325-07467-2	4/27/2018	358.89	001	W	R
364423	HEINEMANN		4/27/2018	34.86	001	W	R
364423	HEINEMANN	SKU:E09658 - UP THE LADDER	4/27/2018	95.00	001	W	R
364423	HEINEMANN	SHIPPING	4/27/2018	9.50	001	W	R
364423	HEINEMANN	Fountas and Pinell Prompting	4/27/2018	88.51	001	W	R
364423	HEINEMANN	10% Shipping	4/27/2018	8.85	001	W	R
364423	HEINEMANN	SKU:E07769 Benchmark	4/27/2018	1,700.00	001	W	R
364423	HEINEMANN	SKU: E07770 Benchmark	4/27/2018	1,700.00	001	W	R
364423	HEINEMANN	shipping	4/27/2018	153.00	001	W	R
364423	HEINEMANN	shipping	4/27/2018	153.00	001	W	R
364424	Heitkamp, Lauren	3Q Mileage for Gifted	4/27/2018	67.49	001	W	V
364425	HERFF JONES	ROLL OF 100 SUMA CUM LAUDE	4/27/2018	73.00	009	W	W
364425	HERFF JONES	ROLL OF 100 MAGNA CUM LAUDE	4/27/2018	73.00	009	W	W
364425	HERFF JONES	ROLL OF 100 CUM LAUDE STICKERS	4/27/2018	81.02	009	W	W
364426	HILLYARD	Berlin High School- Floor Wax-	4/27/2018	3,411.84	004	W	W
364427	Howies Hockey Tape	Tape	4/27/2018	263.96	300	W	W
364428	INTELLIGENT MAILING SOLUTIONS	OHS- Purchase of mail folding	4/27/2018	4,500.00	001	W	W
364428	INTELLIGENT MAILING SOLUTIONS	-OHS- Purchase of mail foldin	4/27/2018	4,538.00	001	W	W
364429	DEAF SERVICES CENTER	FOREIGN LANGUAGE INTERPRETING	4/27/2018	1,092.74	001	W	W
364430	CROSS THREAD SOLUTIONS	FOREIGN LANGUAGE INTERPRETING	4/27/2018	113.98	001	W	W
364431	US TOGETHER, INC.	FOREIGN LANGUAGE INTERPRETING	4/27/2018	22.50	001	W	W
364432	ASIST TRANSLATION SERVICES INC	INTERPRETERS FOR	4/27/2018	54.82	551	W	W

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364432	ASIST TRANSLATION SERVICES INC	INTERPRETING SERVICES FOR	4/27/2018	3.98	551	W	W
364433	Irvine, Alyssa	Labels and card stock for	4/27/2018	70.07	200	W	W
364434	J Taylor Education, Inc.	Depth & Complexity Materials	4/27/2018	499.00	001	W	W
364435	JONES SCHOOL SUPPLY CO.	CHEMISTRY PIN	4/27/2018	53.70	009	W	W
364435	JONES SCHOOL SUPPLY CO.	SHIPPING	4/27/2018	5.25	009	W	W
364435	JONES SCHOOL SUPPLY CO.	Certificate for end of year	4/27/2018	408.98	001	W	W
364436	Journey, Jacquelyn	PRINCIPAL'S FUND - STUDENTS	4/27/2018	150.00	018	W	W
364437	JUNIOR LIBRARY GUILD	see attached list of Birthday	4/27/2018	344.46	018	W	W
364438	JURAVICH, JON	Reimbursement of Expenses for	4/27/2018	414.80	590	W	W
364439	KELLEY, JESSICA	Reimbursement for lunches for	4/27/2018	104.40	200	W	W
364440	KENNEY, JEANETTE	3rd quarter mileage	4/27/2018	118.01	001	W	R
364441	KIMCHI, DANA	January-March Mileage	4/27/2018	41.61	001	W	W
364442	Kurtek, Katrina	SCIENCE OLYMPIAD REIMBURSEMENT	4/27/2018	92.80	200	W	W
364443	AVI-SPL	Item# CHIWBM3E	4/27/2018	155.15	001	W	W
364444	AMAZON.COM	PHONE TRIPODS	4/27/2018	83.88	009	W	W
364444	AMAZON.COM	PHONE TRIPODS	4/27/2018	83.88	009	W	W
364444	AMAZON.COM	PHONE TRIPODS	4/27/2018	83.88	009	W	W
364444	AMAZON.COM	PHONE TRIPODS	4/27/2018	171.80	009	W	W
364444	AMAZON.COM	NATURE POWER 22015 SOLAR	4/27/2018	44.39	001	W	W
364444	AMAZON.COM	Patterns of Power: Inviting	4/27/2018	48.14	018	W	W
364444	AMAZON.COM	What Do I Teach Readers	4/27/2018	26.63	018	W	W
364444	AMAZON.COM	What Do I Teach Readers	4/27/2018	30.16	018	W	W
364444	AMAZON.COM	10 Things Every Writer Needs	4/27/2018	26.16	018	W	W
364444	AMAZON.COM	ION Speaker	4/27/2018	198.86	200	W	W
364444	AMAZON.COM	Gifted supplies	4/27/2018	94.52	001	W	W
364444	AMAZON.COM	Responsive Literacy: A	4/27/2018	211.85	590	W	W
364444	AMAZON.COM	The Fountas & Pinnell Literacy	4/27/2018	318.20	590	W	W
364444	AMAZON.COM	Amazon purchase of Library	4/27/2018	17.95	001	W	W
364444	AMAZON.COM	Amazon purchase of Library	4/27/2018	66.51	001	W	W
364444	AMAZON.COM	BLACKOUT TENT	4/27/2018	14.55	001	W	W
364444	AMAZON.COM		4/27/2018	110.53	001	W	W
364444	AMAZON.COM	BEBONCOOL RF 2.4GHz Wireless	4/27/2018	14.59	001	W	W
364444	AMAZON.COM	Amazon purchase for Science	4/27/2018	7.39	200	W	W
364444	AMAZON.COM	Amazon purchase for Science	4/27/2018	15.10	200	W	W
364444	AMAZON.COM	TEACHING AIDS - MATH	4/27/2018	486.43	001	W	W
364444	AMAZON.COM	TEACHING AIDS - MATH	4/27/2018	48.30	001	W	W
364444	AMAZON.COM	TEACHING AIDS - MATH	4/27/2018	448.55	001	W	W
364444	AMAZON.COM	SAMSUNG CHROME BOOK	4/27/2018	36.70	001	W	W
364445	ABILITY MATTERS	EDUCATIONAL TUITION FOR IEP	4/27/2018	9,300.00	001	W	W
364445	ABILITY MATTERS	EDUCATIONAL TUITION FOR IEP	4/27/2018	11,390.96	001	W	W
364446	ADVANCED TURF SOLUTIONS	Clay, Chalk, Rapid Dry, Red	4/27/2018	2,000.00	300	W	W
364447	ALLERTON HILL CONSULTING	Design and creation of quality	4/27/2018	8,250.00	001	W	W
364448	AMERICAN IMPRESSIONS	50 MILE CLUB LG SHIRT LONG	4/27/2018	657.00	200	W	W
364449	AMAZON.COM	Teaching Aids	4/27/2018	82.08	001	W	W
364449	AMAZON.COM	TA all grades	4/27/2018	45.95	001	W	W
364449	AMAZON.COM	TA all grades	4/27/2018	32.20	001	W	W
364449	AMAZON.COM	Rhythm Band Rhythm Scarves	4/27/2018	25.17	001	W	W
364449	AMAZON.COM	LP Twist Shaker - loud	4/27/2018	37.98	001	W	W
364449	AMAZON.COM	Trubind PVC binding covers	4/27/2018	16.40	001	W	W
364449	AMAZON.COM	EXPO 86601 low odor erase	4/27/2018	71.90	001	W	W
364449	AMAZON.COM	Tripod Camopro 62"	4/27/2018	31.22	001	W	W
364449	AMAZON.COM	Bundle: Goldberg: What do I	4/27/2018	48.14	001	W	W
364449	AMAZON.COM	Patterns of Power: Inviting	4/27/2018	45.59	001	W	W
364449	AMAZON.COM	The Next Step Forward in	4/27/2018	27.92	001	W	W
364449	AMAZON.COM	TEACHING AIDS - ENGLISH	4/27/2018	123.96	001	W	W
364449	AMAZON.COM	Blended Learning In Action: A	4/27/2018	689.54	001	W	W
364449	AMAZON.COM	Price of Privilege: How	4/27/2018	278.10	001	W	W
364449	AMAZON.COM	The Global Education Toolkit	4/27/2018	44.00	001	W	W
364450	ANDERSON'S	APT12253G ADELE GOLD (TIARA)	4/27/2018	23.99	200	W	W
364450	ANDERSON'S	AP35GGLD ROYAL METALLIC CROWN	4/27/2018	36.99	200	W	W
364450	ANDERSON'S	GOLD SATING SASHES: PROM COURT	4/27/2018	109.90	200	W	W
364450	ANDERSON'S	GOLD SATIN SASH: PROM QUEEN IN	4/27/2018	10.99	200	W	W
364450	ANDERSON'S	GOLD SATIN SASH: PROM KING IN	4/27/2018	10.99	200	W	W
364450	ANDERSON'S	SHIPPING	4/27/2018	37.99	200	W	W
364451	APPLE COMPUTER, INC.	Magic Keyboard- US English;	4/27/2018	99.00	001	W	W
364452	Arbor Scientific	SPRING SET, 3 DIFFERENT SIZES	4/27/2018	29.75	009	W	W
364452	Arbor Scientific	CONSTANT VELOCITY CAR (CART)	4/27/2018	180.00	009	W	W
364452	Arbor Scientific	SHIPPING	4/27/2018	15.14	009	W	W
364453	New Trier High School	LACROSSE BOYS	4/27/2018	500.00	300	W	W
364454	AMAZON.COM	Misc. Building Furniture and	4/27/2018	41.97	001	W	W
364454	AMAZON.COM	Office supplies/ labels	4/27/2018	34.08	001	W	W
364454	AMAZON.COM	Instruction repair/maintenance	4/27/2018	40.00	001	W	W
364454	AMAZON.COM	TEACHING AIDS - MATHEMATICS	4/27/2018	41.27	001	W	W
364454	AMAZON.COM	STUDENT FEES - SPED	4/27/2018	105.14	009	W	W
364454	AMAZON.COM	ISBN-10:- 1250115051-BOY AT	4/27/2018	167.67	009	W	W
364454	AMAZON.COM	ISBN:10: 0545682428 A NIGHT	4/27/2018	181.92	009	W	W
364454	AMAZON.COM	ISBN:-10: 0316384909-DREAMLAND	4/27/2018	186.48	009	W	W
364454	AMAZON.COM	ISBN-10: 0142501921-MISSISSIPI	4/27/2018	46.67	009	W	W
364454	AMAZON.COM	Cricut Explore Air 2 machine	4/27/2018	299.99	001	W	W
364454	AMAZON.COM	Student benefits	4/27/2018	1,659.00	018	W	W
364454	AMAZON.COM	Stop watches (playground)	4/27/2018	54.20	018	W	W
364454	AMAZON.COM	Supplemental text/All grades	4/27/2018	310.01	001	W	W
364455	ASIST TRANSLATION SERVICES INC	Instructional services	4/27/2018	63.73	001	W	W
364455	ASIST TRANSLATION SERVICES INC	Translator for parents	4/27/2018	60.49	001	W	W
364456	AMAZON.COM	Amazon purchase of books for	4/27/2018	59.37	001	W	W
364456	AMAZON.COM	ISBN: 9781609180416 Explicit	4/27/2018	292.60	001	W	W
364456	AMAZON.COM	978-0393609097 NORSE MYTHOLOGY	4/27/2018	388.50	001	W	W
364456	AMAZON.COM	Book: Patterns of Power,	4/27/2018	336.98	018	W	W
364456	AMAZON.COM	SQ0750100 Bag of 100 3/4"	4/27/2018	150.00	001	W	W
364457	B&H PHOTO	Catalog #CAHFR800W Canon VIXIA	4/27/2018	876.00	001	W	W
364457	B&H PHOTO	Catalog #PARPHT21 Panasonic	4/27/2018	107.82	001	W	W
364458	BSN SPORTS		4/27/2018	2,395.60	300	W	W
364458	BSN SPORTS	75 Uniforms	4/27/2018	326.75	300	W	W
364458	BSN SPORTS	75 Girls Track Uniforms	4/27/2018	2,721.95	300	W	W

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364458	BSN SPORTS	KETTLEBELL STORAGE RACK	4/27/2018	539.98	001	W	W
364458	BSN SPORTS	SHIPPING	4/27/2018	21.60	001	W	W
364458	BSN SPORTS	Tennis Balls	4/27/2018	178.50	300	W	W
364459	Baker, Carla	Reimbursement for expenses for	4/27/2018	707.71	001	W	W
364460	AMAZON.COM	STUDENT FEE - VISUAL ART	4/27/2018	593.57	009	W	W
364460	AMAZON.COM	STUDENT FEE - VISUAL ART	4/27/2018	467.75	009	W	W
364460	AMAZON.COM	STUDENT FEE - VISUAL ART	4/27/2018	112.79	009	W	W
364460	AMAZON.COM	STUDENT FEE - VISUAL ART	4/27/2018	542.19	009	W	W
364460	AMAZON.COM	STUDENT FEE - VISUAL ART	4/27/2018	529.00	009	W	W
364460	AMAZON.COM	See attached order for	4/27/2018	137.87	001	W	W
364460	AMAZON.COM	See attached order for	4/27/2018	32.98	001	W	W
364460	AMAZON.COM	Insect Lore Live Butterfly	4/27/2018	124.95	009	W	W
364460	AMAZON.COM	LocknCharge LNC 7052	4/27/2018	269.99	001	W	W
364460	AMAZON.COM	Open PO for costume purchases	4/27/2018	9.50	200	W	W
364460	AMAZON.COM	Open PO for costume purchases	4/27/2018	92.06	200	W	W
364460	AMAZON.COM	Open PO for costume purchases	4/27/2018	16.71	200	W	W
364460	AMAZON.COM	ISBN-10:0385742525	4/27/2018	140.55	001	W	W
364460	AMAZON.COM	ISBN-10:0399501487-LORD OF THE	4/27/2018	133.35	001	W	W
364460	AMAZON.COM	Teaching aids/all grades	4/27/2018	47.90	001	W	W
364461	BAKER, KRISTIN	January-March Mileage	4/27/2018	46.43	001	W	W
364462	BATES, JASON	MILEAGE REIMBURSEMENT JAN-MAR	4/27/2018	454.86	001	W	W
364463	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/27/2018	10,994.17	001	W	W
364463	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/27/2018	7,212.74	001	W	W
364463	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/27/2018	9,103.21	001	W	W
364463	BEEM'S BP DISTRIBUTING INC	Gasoline for maintenance	4/27/2018	904.73	001	W	W
364463	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/27/2018	11,269.39	001	W	W
364463	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/27/2018	5,822.08	001	W	W
364463	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/27/2018	10,744.19	001	W	W
364463	BEEM'S BP DISTRIBUTING INC	Gasoline for maintenance	4/27/2018	1,132.46	001	W	W
364463	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/27/2018	8,164.68	001	W	W
364463	BEEM'S BP DISTRIBUTING INC	Diesel fuel for transportation	4/27/2018	8,881.01	001	W	W
364463	BEEM'S BP DISTRIBUTING INC	Gasoline for maintenance	4/27/2018	1,098.50	001	W	W
364464	AMAZON.COM	Book: Patterns of Power	4/27/2018	96.28	001	W	W
364464	AMAZON.COM	Pencil sharpener	4/27/2018	49.74	001	W	W
364464	AMAZON.COM	Patterns of Power	4/27/2018	192.56	001	W	W
364464	AMAZON.COM	Creative Confidence	4/27/2018	33.98	001	W	W
364465	DISCOVERY TOURS	Fundraising for the class of	4/27/2018	11,721.20	200	W	W
364465	DISCOVERY TOURS	Money from the Scholarship	4/27/2018	2,515.40	018	W	W
364466	BEYOND PLAY	teaching aides for students	4/27/2018	138.80	001	W	W
364466	BEYOND PLAY	shipping	4/27/2018	20.82	018	W	W
364467	BIRD AND BULL INC.	OOHS/OOMS- engineering	4/27/2018	739.40	003	W	W
364468	BLACKBOARD INC.	Blackboard website template	4/27/2018	300.00	001	W	R
364469	AMAZON.COM	Task lights	4/27/2018	34.96	001	W	W
364469	AMAZON.COM	Q4 Open purchases	4/27/2018	26.93	001	W	W
364469	AMAZON.COM	Q4 Open purchases	4/27/2018	10.67	001	W	W
364469	AMAZON.COM	Sanho Premium Sensory Sock	4/27/2018	31.98	001	W	W
364470	BLACK, LARRY	SOFTBALL ASSIGNER	4/27/2018	100.00	300	W	W
364471	BOB ROGERS TRAVEL	TRIP PAYMENT FOR ONE UNPAID	4/27/2018	105.00	200	W	W
364472	BOOKPAL, LLC	ISBN: 9781419719028-ALAMO ALL	4/27/2018	240.90	001	W	W
364473	Bossick, Gregory E.	QUIZBOWL ENTRY FEE	4/27/2018	110.00	200	W	W
364474	Bridgeway Academy	TUITION FOR EDUCATION IEP	4/27/2018	340.00	516	W	W
364474	Bridgeway Academy	TUITION FOR EDUCATION IEP	4/27/2018	5,160.00	516	W	W
364475	BYERS FORD	Accident Repairs to	4/27/2018	2,287.80	001	W	W
364476	COSI	CLUB ACCOUNTS - ORANGE UNITED	4/27/2018	125.00	200	W	W
364477	CANDOR	Printing Services	4/27/2018	225.00	001	W	W
364477	CANDOR	Printing Services	4/27/2018	260.00	001	W	W
364478	CARNEVALE, JUDY	Reimbursement for registration	4/27/2018	85.00	001	W	W
364487	HYLANT ADMINISTRATIVE SERVICES	TREASURER'S BOND	4/30/2018	263.00	001	W	W
364488	NATIONAL ASOC. FOR PUPIL	DUES, TRANSPORTATION SUPV.	4/30/2018	100.00	001	W	W
364488	NATIONAL ASOC. FOR PUPIL	DUES,A.MORGAN; J.CLARK	4/30/2018	140.00	001	W	W
364489	OAESA	FY18 MEMBERSHIP DUES	4/30/2018	275.00	001	W	W
364490	ASCD	2017-18 MEMBERSHIP DUES	4/30/2018	239.00	001	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	Daily Language -4th grade	4/30/2018	29.99	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	Daily Language - 5th grade	4/30/2018	59.98	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	Daily Math - 1st grade	4/30/2018	179.94	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	Daily Language 3rd grade	4/30/2018	89.97	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	Daily Math 3rd Grade	4/30/2018	89.97	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	Daily Language packs - 2nd	4/30/2018	119.96	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	Daily Math - 2nd grade	4/30/2018	149.95	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	Daily Geography - 6th grade	4/30/2018	59.98	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	Daily Math - 4th grade	4/30/2018	54.95	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	Daily math 5th grade	4/30/2018	89.97	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	E Version Daily Math 4th grade	4/30/2018	22.99	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	E-Version Daily math 5th Grade	4/30/2018	29.99	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	Daily Geography - 4th grade	4/30/2018	89.97	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	Daily Geography- 5th Grade	4/30/2018	89.97	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	E-Version Daily Geography 4th	4/30/2018	29.99	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	Shipping	4/30/2018	108.16	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	Daily Math - 4th grade	4/30/2018	59.98	401	W	W
364491	EVAN-MOOR EDUC. PUBLISHERS	Shipping	4/30/2018	6.99	401	W	W
364492	PEARSON LEARNING	Words Their Way Spelling Books	4/30/2018	32.91	401	W	W
364492	PEARSON LEARNING	Words Their Way textbooks -	4/30/2018	109.70	401	W	W
364492	PEARSON LEARNING	Shipping	4/30/2018	9.98	401	W	W
364493	PEARSON EDUCATION INC.	On Track books for	4/30/2018	94.70	401	W	W
364493	PEARSON EDUCATION INC.	Raceway books for kindergarten	4/30/2018	188.11	401	W	W
364493	PEARSON EDUCATION INC.	Shipping	4/30/2018	19.80	401	W	W
364494	US BANCORP EQUIPMENT	Copier Services	4/30/2018	966.47	401	W	W
364495	Taft Stettinius & Hollister	LEGAL FEES FY18	4/30/2018	2,500.00	001	W	W
364496	AGI Associated Graphics	DEPOSIT--WINDOW FILMS	4/30/2018	1,322.50	200	W	W
364496	AGI Associated Graphics	DEPOSIT--BANNERS	4/30/2018	1,000.00	200	W	W
364497	BOOKPAL, LLC	ISBN: 9780142414187 HURRICANE	4/30/2018	366.75	009	W	W
364497	BOOKPAL, LLC	ISBN:9780545206969 i SURVIVED	4/30/2018	81.00	009	W	W
364497	BOOKPAL, LLC	ISBN:9780545342384 ZANE AND	4/30/2018	496.80	009	W	W
364497	BOOKPAL, LLC	ISBN: 9781452124568 UPSIDE	4/30/2018	789.75	009	W	W

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364497	BOOKPAL, LLC	ISBN: 9780307387943 ZEITOUN	4/30/2018	392.00	009	W	W
364497	BOOKPAL, LLC	ISBN: 9780316043083 NINTH WARD	4/30/2018	123.75	009	W	W
364498	AMAZON.COM	ISBN: 9780142414187 HURRICANE	4/30/2018	69.19	009	W	W
364498	AMAZON.COM	ISBN: 9780142414187 HURRICANE	4/30/2018	97.86	009	W	W
364498	AMAZON.COM	ISBN: 9780142414187 HURRICANE	4/30/2018	50.00	009	W	W
364499	BOOKPAL, LLC	ISBN: 9780375842207	4/30/2018	243.50	009	W	W
364500	GAME TIME	Removal of Existing Hang	4/30/2018	3,000.00	018	W	W
364500	GAME TIME	Installation of Merry-Go-All,	4/30/2018	2,400.00	018	W	W
364500	GAME TIME	5055 Merry-Go-All	4/30/2018	4,979.00	018	W	W
364500	GAME TIME	90317 Toad Stool Climber	4/30/2018	804.00	018	W	W
364500	GAME TIME	90188 Calabazo Panel	4/30/2018	626.00	018	W	W
364500	GAME TIME	90186 Ashiko & Djembe Panel	4/30/2018	976.00	018	W	W
364500	GAME TIME	Freight	4/30/2018	683.63	018	W	W
364501	CDW-G INC.	10 adobe licenses	4/30/2018	125.40	001	W	W
364502	DLL Finance LLC	Lease March-June 2018	4/30/2018	180.00	300	W	W
364502	DLL Finance LLC	Lease March-June 2018	4/30/2018	115.00	300	W	W
364503	DEMCO	Library Supplies-see attached	4/30/2018	462.60	001	W	W
364503	DEMCO	-Library Supplies-see attached	4/30/2018	31.80	018	W	W
364504	Careworks Consultants, Inc.	THIRD PARTY ADMIN FEES WORKERS	4/30/2018	1,000.00	027	W	W
364505	CROWN AWARDS	Trophies and Ribbons for All	4/30/2018	37.12	300	W	W
364506	CDW-G INC.	Epson DS-530 Document Scanner	4/30/2018	319.00	001	W	W
364507	BREWSTER TRAVEL	CHARTER ORDER #22020 (KINGS	4/30/2018	4,620.00	200	W	W
364507	BREWSTER TRAVEL	LESS DEPOSIT (8/2017)	4/30/2018	(500.00)	200	W	W
364508	DELAWARE GAZETTE	PUBLIC NOTICE-ANNUAL FINANCIAL	4/30/2018	26.75	001	W	W
364509	ABC Restrooms	Port o potty for out by the	4/30/2018	190.00	300	W	W
364510	ABC-CLIO, LLC	School Library Connection &	4/30/2018	89.00	001	W	W
364511	AMAZON.COM	Amazon open PO supplemental	4/30/2018	23.26	001	W	W
364511	AMAZON.COM	Amazon open PO supplemental	4/30/2018	26.73	001	W	W
364511	AMAZON.COM	Amazon open PO supplemental	4/30/2018	38.97	001	W	W
364511	AMAZON.COM	3Q Gifted Purchases	4/30/2018	54.90	001	W	W
364511	AMAZON.COM	Q3 student purchases	4/30/2018	11.97	018	W	W
364511	AMAZON.COM	Q3 office supplies purchases	4/30/2018	69.30	001	W	W
364511	AMAZON.COM	Q3 office supplies purchases	4/30/2018	76.66	001	W	W
364511	AMAZON.COM	Q3 student purchases	4/30/2018	77.54	018	W	W
364511	AMAZON.COM	Q3 Student purchases	4/30/2018	13.49	009	W	W
364511	AMAZON.COM	Q3 Student purchases	4/30/2018	62.67	009	W	W
364511	AMAZON.COM	Q3 Supplies/teaching aides	4/30/2018	120.74	001	W	W
364511	AMAZON.COM	SUPPLIES/TEACHING AIDES	4/30/2018	27.23	001	W	W
364511	AMAZON.COM	SUPPLIES/TEACHING AIDES	4/30/2018	47.94	001	W	W
364511	AMAZON.COM	SUPPLIES/TEACHING AIDES	4/30/2018	157.70	001	W	W
364511	AMAZON.COM	Q3 Student purchases	4/30/2018	475.23	009	W	W
364511	AMAZON.COM	Q3 Student purchases	4/30/2018	19.89	009	W	W
364511	AMAZON.COM	SUPPLIES/TEACHING AIDES	4/30/2018	30.94	001	W	W
364511	AMAZON.COM	Q3 Student purchases	4/30/2018	314.50	009	W	W
364511	AMAZON.COM	Q3 Student purchases	4/30/2018	159.33	009	W	W
364511	AMAZON.COM	Q3 Student purchases	4/30/2018	112.00	009	W	W
364511	AMAZON.COM	SUPPLIES/TEACHING AIDES	4/30/2018	249.10	001	W	W
364511	AMAZON.COM	SUPPLIES/TEACHING AIDES	4/30/2018	11.75	001	W	W
364511	AMAZON.COM	SUPPLIES/TEACHING AIDES	4/30/2018	79.56	001	W	W
364511	AMAZON.COM	XL Ziploc Big Bag Double	4/30/2018	157.00	007	W	W
364512	Heitkamp, Lauren	3Q Mileage for Gifted	4/30/2018	69.49	001	W	W
364513	AMAZON.COM	Replacement library books	4/30/2018	8.28	001	W	W
364513	AMAZON.COM	Library periodicals	4/30/2018	2.46	001	W	W
364514	BIG WALNUT MIDDLE SCHOOL	TRACK FEES	4/30/2018	125.00	300	W	W
364515	AMAZON.COM	Q3 teaching aides	4/30/2018	94.32	001	W	W
364515	AMAZON.COM	Q3 teaching aides	4/30/2018	36.68	001	W	W
364515	AMAZON.COM	MH classroom training items	4/30/2018	83.44	001	W	W
364515	AMAZON.COM	Three month PO classroom items	4/30/2018	16.99	001	W	W
364515	AMAZON.COM	Three month PO classroom items	4/30/2018	425.67	001	W	W
364515	AMAZON.COM	Three month PO classroom items	4/30/2018	59.98	001	W	W
364515	AMAZON.COM	Three month PO classroom items	4/30/2018	47.96	001	W	W
364515	AMAZON.COM	Three month PO classroom items	4/30/2018	119.98	001	W	W
364515	AMAZON.COM	Three month PO classroom items	4/30/2018	31.79	001	W	W
364515	AMAZON.COM	Three month PO classroom items	4/30/2018	16.99	001	W	W
364515	AMAZON.COM	Three month PO classroom items	4/30/2018	26.49	001	W	W
364515	AMAZON.COM	Three month PO classroom items	4/30/2018	194.49	001	W	W
364515	AMAZON.COM	Three month PO classroom items	4/30/2018	23.51	001	W	W
364515	AMAZON.COM	Three month PO classroom items	4/30/2018	29.98	001	W	W
364515	AMAZON.COM	PENS & PENCIL SHARPENERS	4/30/2018	101.52	001	W	W
364515	AMAZON.COM	SENTENCE STRIPS	4/30/2018	9.98	001	W	W
364515	AMAZON.COM	ELA MAKERSPACE SUPPLIES	4/30/2018	16.99	001	W	W
364515	AMAZON.COM	ELA MAKERSPACE SUPPLIES	4/30/2018	48.32	001	W	W
364515	AMAZON.COM	ELA MAKERSPACE SUPPLIES	4/30/2018	3.52	001	W	W
364515	AMAZON.COM	FLEXIBLE SEATING OPTIONS	4/30/2018	159.98	001	W	W
364515	AMAZON.COM	FLEXIBLE SEATING OPTIONS	4/30/2018	128.61	001	W	W
364516	Secure Transportation Company	Transportation Services for	4/30/2018	2,280.00	001	W	W
364516	Secure Transportation Company	Transportation Services for	4/30/2018	2,700.00	001	W	W
364516	Secure Transportation Company	Transportation Services for	4/30/2018	2,355.00	001	W	W
364516	Secure Transportation Company	Transportation Services for	4/30/2018	3,116.00	001	W	W
364516	Secure Transportation Company	Transportation Services for	4/30/2018	2,036.25	001	W	W
364516	Secure Transportation Company	Transportation Services for	4/30/2018	2,250.00	001	W	W
364516	Secure Transportation Company	Transportation Services for	4/30/2018	1,980.00	001	W	W
364516	Secure Transportation Company	Transportation Services for	4/30/2018	2,026.75	001	W	W
364516	Secure Transportation Company	Transportation Services for	4/30/2018	2,608.00	001	W	W
364516	Secure Transportation Company	Transportation Services for	4/30/2018	2,414.00	001	W	W
364517	AMAZON.COM	VERSATILE MATH	4/30/2018	174.95	001	W	W
364517	AMAZON.COM	STORAGE TUBS	4/30/2018	50.13	001	W	W
364517	AMAZON.COM	STORAGE TUBS	4/30/2018	78.75	001	W	W
364517	AMAZON.COM	STORAGE TUBS	4/30/2018	37.68	001	W	W
364517	AMAZON.COM	CHART PAPER, CRAFT KEEPER,	4/30/2018	2.88	001	W	W
364517	AMAZON.COM	CHART PAPER, CRAFT KEEPER,	4/30/2018	51.46	001	W	W
364517	AMAZON.COM	CHART PAPER, CRAFT KEEPER,	4/30/2018	9.02	001	W	W
364517	AMAZON.COM	CHART PAPER, CRAFT KEEPER,	4/30/2018	35.77	001	W	W
364517	AMAZON.COM	CLASSROOM SUPPLIES	4/30/2018	9.16	001	W	W

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364517	AMAZON.COM	THERMOSCAN PROBE COVERS	4/30/2018	19.95	001	W	W
364517	AMAZON.COM	Q4 OPEN PO	4/30/2018	141.00	001	W	W
364517	AMAZON.COM	Q4 OPEN PO	4/30/2018	416.95	001	W	W
364517	AMAZON.COM	TEACHING AIDS - CD/LD/MD	4/30/2018	39.96	001	W	W
364517	AMAZON.COM	TEACHING AIDS - CD/LD/MD	4/30/2018	23.04	001	W	W
364517	AMAZON.COM	-TEACHING AIDS - CD/LD/MD	4/30/2018	287.34	001	W	W
364517	AMAZON.COM	BOWNET VOLLEYBALL SET NET	4/30/2018	19.99	300	W	W
364517	AMAZON.COM	BOWNET VOLLEYBALL SET NET	4/30/2018	143.93	300	W	W
364517	AMAZON.COM	VOLLEYBALL BLOCKING TOOL	4/30/2018	62.05	300	W	W
364517	AMAZON.COM	2nd Grade Student Fee	4/30/2018	97.89	009	W	W
364517	AMAZON.COM	iPad mini 4 case Bentoben 3-1	4/30/2018	90.93	018	W	W
364517	AMAZON.COM	Panasonic headphones RPDJS400G	4/30/2018	130.90	018	W	W
364517	AMAZON.COM	BMOU0 iPad case - shockproof	4/30/2018	14.99	018	W	W
364517	AMAZON.COM	SPECIAL ED ESL - TEACHING AIDS	4/30/2018	50.33	001	W	W
364517	AMAZON.COM	SUPPLEMENTAL TEXTS - PE/HEALTH	4/30/2018	311.08	001	W	W
364517	AMAZON.COM	TEACHING AIDS - PE/HEALTH	4/30/2018	1,347.32	001	W	W
364517	AMAZON.COM	TEACHING AIDS - PE/HEALTH	4/30/2018	263.99	001	W	W
364517	AMAZON.COM	TEACHING AIDS - PE/HEALTH	4/30/2018	165.00	001	W	W
364517	AMAZON.COM	TEACHING AIDS - PE/HEALTH	4/30/2018	101.94	001	W	W
364517	AMAZON.COM	Supplies for clinic	4/30/2018	12.63	001	W	W
364517	AMAZON.COM	Supplies for clinic	4/30/2018	12.87	001	W	W
364517	AMAZON.COM	Supplies for clinic	4/30/2018	38.67	001	W	W
364517	AMAZON.COM	SCIENCE SUPPLIES--PLEASE SEE	4/30/2018	39.26	001	W	W
364517	AMAZON.COM	SCIENCE SUPPLIES--PLEASE SEE	4/30/2018	17.98	001	W	W
364517	AMAZON.COM	SCIENCE SUPPLIES--PLEASE SEE	4/30/2018	87.68	001	W	W
364518	REPUBLIC SERVICES #046	Maintenance	4/30/2018	318.31	001	W	W
364519	DIRECT ENERGY MARKETING, INC.	West Bus Garage	4/30/2018	473.37	001	W	W
364519	DIRECT ENERGY MARKETING, INC.	East Bus Garage	4/30/2018	641.20	001	W	W
364519	DIRECT ENERGY MARKETING, INC.	Wyandot Run	4/30/2018	957.03	001	W	W
364519	DIRECT ENERGY MARKETING, INC.	Scioto Ridge	4/30/2018	683.52	001	W	W
364519	DIRECT ENERGY MARKETING, INC.	Tyler Run	4/30/2018	595.80	001	W	W
364519	DIRECT ENERGY MARKETING, INC.	Indian Springs	4/30/2018	670.59	001	W	W
364519	DIRECT ENERGY MARKETING, INC.	Liberty Tree	4/30/2018	729.06	001	W	W
364519	DIRECT ENERGY MARKETING, INC.	Johnnycake Corners	4/30/2018	784.46	001	W	W
364519	DIRECT ENERGY MARKETING, INC.	Shanahan Middle	4/30/2018	2,752.93	001	W	W
364519	DIRECT ENERGY MARKETING, INC.	Liberty Middle	4/30/2018	1,289.06	001	W	W
364519	DIRECT ENERGY MARKETING, INC.	Hyatts Middle	4/30/2018	1,608.18	001	W	W
364519	DIRECT ENERGY MARKETING, INC.	Berkshire Middle	4/30/2018	1,611.32	001	W	W
364519	DIRECT ENERGY MARKETING, INC.	Liberty High School	4/30/2018	2,249.25	001	W	W
364519	DIRECT ENERGY MARKETING, INC.	Food Services above buildings	4/30/2018	251.09	006	W	W
364519	DIRECT ENERGY MARKETING, INC.	Olentangy Administrative	4/30/2018	226.44	001	W	W
364520	DEL-CO WATER CO	East Bus Garage	4/30/2018	76.45	001	W	W
364520	DEL-CO WATER CO	Johnnycake Corners	4/30/2018	299.19	001	W	W
364520	DEL-CO WATER CO	Berkshire Middle	4/30/2018	554.98	001	W	W
364520	DEL-CO WATER CO	Food Services D/W	4/30/2018	14.86	006	W	W
364521	SUBURBAN NATURAL GAS	Freedom Trail	4/30/2018	1,838.19	001	W	W
364521	SUBURBAN NATURAL GAS	Cheshire	4/30/2018	2,676.48	001	W	W
364521	SUBURBAN NATURAL GAS	Food Service Above Buildings	4/30/2018	139.63	006	W	W
364521	SUBURBAN NATURAL GAS	Jan.- March 2018- Gas Service	4/30/2018	-	004	W	W
364521	SUBURBAN NATURAL GAS	INCREASE PO	4/30/2018	13,607.69	004	W	W
364522	LIBERTY MUTUAL INSURANCE CO	to pay insurance deductible	4/30/2018	10,000.00	001	W	W
364523	SAM'S CLUB DIRECT	Teaching aids	4/30/2018	143.42	001	W	W
364523	SAM'S CLUB DIRECT	Employee Benefits	4/30/2018	58.88	007	W	W
364523	SAM'S CLUB DIRECT	FORT ORANGE	4/30/2018	18.58	300	W	W
364523	SAM'S CLUB DIRECT	OPEN PO FOR APRIL-MAY FOR	4/30/2018	362.00	300	W	W
364524	Columbus Zoological Park	Check to The Columbus Zoo -	4/30/2018	1,316.90	200	W	W
364525	Undisputed Sports Group, LLC	student classwork	4/30/2018	213.30	001	W	W
364526	RUSH, KEVIN	REIMBURSEMENT FOR SCIENCE	4/30/2018	364.00	200	W	W
364527	SPORT SAFE TESTING SERVICE, IN	FY18 OHS DRUG TESTING	4/30/2018	336.00	001	W	W
364527	SPORT SAFE TESTING SERVICE, IN	FY18 LHS DRUG TESTING	4/30/2018	448.00	001	W	W
364527	SPORT SAFE TESTING SERVICE, IN	FY18 OOHS DRUG TESTING	4/30/2018	950.00	001	W	W
364528	PRODIGY STUDENT TRAVEL	WASHINGTON, D.D. TRIP EXPENSES	4/30/2018	1,337.60	200	W	W
364529	MEYER, TODD	Meals & Expenses	4/30/2018	89.92	001	W	W
364530	McGRAW-HILL	Seat on ALEXS at aleks.com	4/30/2018	574.72	001	W	W
364531	SCHOOL DATEBOOKS, INC.	UNIFORM SCHOOL SUPPLIES -	4/30/2018	8,300.00	009	W	W
364531	SCHOOL DATEBOOKS, INC.	1% school district discount	4/30/2018	(415.00)	009	W	W
364532	LAKESHORE LEARNING MATERIALS	Geostix Activity Set	4/30/2018	39.98	001	W	W
364532	LAKESHORE LEARNING MATERIALS	Ten Frames Card Decks	4/30/2018	24.99	001	W	W
364532	LAKESHORE LEARNING MATERIALS	Pattern Block Activity Cards	4/30/2018	25.98	001	W	W
364532	LAKESHORE LEARNING MATERIALS	3D Geometric Shape Tub	4/30/2018	19.99	001	W	W
364532	LAKESHORE LEARNING MATERIALS	Sight Word Puzzles Level 1	4/30/2018	19.99	001	W	W
364532	LAKESHORE LEARNING MATERIALS	Sight Word Puzzles Level 2	4/30/2018	19.99	001	W	W
364532	LAKESHORE LEARNING MATERIALS	Privacy Divider Set 10	4/30/2018	34.99	001	W	W
364532	LAKESHORE LEARNING MATERIALS	Shipping	4/30/2018	27.88	001	W	W
364532	LAKESHORE LEARNING MATERIALS	see attached KG supplies -	4/30/2018	73.53	001	W	W
364532	LAKESHORE LEARNING MATERIALS	5% discount	4/30/2018	(4.43)	001	W	W
364532	LAKESHORE LEARNING MATERIALS	#LA299 Learn the Alphabet!	4/30/2018	11.99	001	W	W
364532	LAKESHORE LEARNING MATERIALS	#TS997 Kwik Stix Tempera	4/30/2018	11.99	001	W	W
364532	LAKESHORE LEARNING MATERIALS	#DD886 Dot & Learn! Sight	4/30/2018	4.08	001	W	W
364532	LAKESHORE LEARNING MATERIALS	#DD862 Dot & Learn! Phonemic	4/30/2018	4.08	001	W	W
364532	LAKESHORE LEARNING MATERIALS	#DD365 Dot & Learn! Alphabet	4/30/2018	4.08	001	W	W
364532	LAKESHORE LEARNING MATERIALS	5% discount	4/30/2018	5.02	001	W	W
364533	LIBERTY AWARDS & ENGRAVING	Winter Awards	4/30/2018	78.14	300	W	W
364533	LIBERTY AWARDS & ENGRAVING	Elite 8 Awards	4/30/2018	136.25	300	W	W
364534	LOFT VIOLIN SHOP	REPLACEMENT INSTRUMENTS	4/30/2018	1,915.00	001	W	W
364534	LOFT VIOLIN SHOP	SETS BASS STRINGS	4/30/2018	580.00	009	W	W
364534	LOFT VIOLIN SHOP	SETS CELLO STRINGS	4/30/2018	1,485.00	009	W	W
364534	LOFT VIOLIN SHOP	3A STRINGS, 3D STRINGS, 2G	4/30/2018	97.00	009	W	W
364534	LOFT VIOLIN SHOP	MAINTENANCE AND REPAIRS	4/30/2018	400.00	009	W	W
364535	Losh, David	PLANTER POTS FOR MOTHER'S DAY	4/30/2018	77.00	009	W	W
364536	MAKEMUSIC! INC.	6th Band Student Books -ww and	4/30/2018	834.66	009	W	W
364536	MAKEMUSIC! INC.	7th Band Student Books -ww and	4/30/2018	834.66	009	W	W
364536	MAKEMUSIC! INC.	8th Band Student Books -ww and	4/30/2018	834.68	009	W	W
364537	MAXWELL MEDALS & AWARDS	Freedom Relays awards	4/30/2018	1,233.15	300	W	W

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364537	MAXWELL MEDALS & AWARDS	Freedom Relays awards	4/30/2018	326.75	300	W	W
364538	MCKNIGHT, SELENA	MILEAGE REIMBURSEMENT JAN-MAR	4/30/2018	74.55	001	W	W
364539	McMURRY, PEGGY	Mileage and Expenses-Peggy:	4/30/2018	214.32	001	W	W
364540	MIDWEST PHOTO EXCHANGE	BUILDING - TEACHING AIDS	4/30/2018	2,414.00	001	W	W
364540	MIDWEST PHOTO EXCHANGE	BUILDING - TEACHING AIDS	4/30/2018	2,244.00	001	W	W
364541	MLWGS	QUESTION MIRROR FEES	4/30/2018	360.00	200	W	W
364542	NASCO	SMASHED AND TRASHED DISPOSABLE	4/30/2018	1,404.00	009	W	W
364542	NASCO	SHIPPING	4/30/2018	-	009	W	W
364542	NASCO	SCIENCE SUPPLIES--PLEASE SEE	4/30/2018	449.48	009	W	W
364543	NEFF COMPANY	Awards	4/30/2018	81.94	300	W	W
364544	Norwood Hardware and Supply	AES- Labor and materials for	4/30/2018	1,538.00	003	W	W
364544	Norwood Hardware and Supply	AES- Labor and materials for	4/30/2018	600.00	003	W	W
364545	NATIONWIDE CHILDRENS HOSPITAL	STUDENT FEES - LIFETIME	4/30/2018	80.00	009	W	W
364546	OHIO STATE MEDICAL CENTER	New Hire Drug/Alcohol	4/30/2018	280.00	001	W	W
364547	ORIENTAL TRADING INC.	(IN-38/113) Kid's blue	4/30/2018	172.90	001	W	W
364547	ORIENTAL TRADING INC.	(IN-13661095) Fun and games	4/30/2018	30.99	018	W	W
364547	ORIENTAL TRADING INC.	(IN-5/894) Kick ball	4/30/2018	16.99	018	W	W
364547	ORIENTAL TRADING INC.	(IN-13730293) Flying disc	4/30/2018	27.99	018	W	W
364547	ORIENTAL TRADING INC.	(IN-13780101) Mega Emoji	4/30/2018	52.98	018	W	W
364548	PALOS SPORTS, INC.	SEE ATTACHED PE SUPPLIES	4/30/2018	159.87	001	W	W
364549	PEPSI COLA BOTTLING CO.	WIGWAM APR-MAY	4/30/2018	101.70	300	W	W
364549	PEPSI COLA BOTTLING CO.	OPEN PO FOR APRIL-MAY	4/30/2018	181.68	300	W	W
364550	PERFECTION LEARNING	1486801 NASSIF/LEVY WORKBOOK	4/30/2018	16.00	001	W	W
364550	PERFECTION LEARNING	15511 NASSI/LEVY WORKBOOK IN	4/30/2018	9.00	001	W	W
364550	PERFECTION LEARNING	14875 NASSI/LEVY WORKBOOK IN	4/30/2018	9.00	001	W	W
364550	PERFECTION LEARNING	15227 NASSI/LEVY WORKBOOK IN	4/30/2018	9.00	001	W	W
364550	PERFECTION LEARNING	SHIPPING	4/30/2018	8.50	001	W	W
364551	Popular Subscription Service	Periodical subscriptions	4/30/2018	196.45	001	W	W
364552	PORTA KLEEN	Port-john rental for spring	4/30/2018	255.00	300	W	W
364552	PORTA KLEEN	Porta Potties for BB and SB	4/30/2018	170.00	300	W	W
364552	PORTA KLEEN	Porta Potties for BB and SB	4/30/2018	232.00	300	W	W
364553	R. B. POWERS	STUDENT FEE - VISUAL ART	4/30/2018	985.68	009	W	W
364553	R. B. POWERS	SEE ATTACHED FOR AWARDS	4/30/2018	858.60	009	W	W
364554	REALLY GOOD STUFF	#162737BL - privacy shields	4/30/2018	32.99	001	W	W
364554	REALLY GOOD STUFF	shipping	4/30/2018	8.95	001	W	W
364554	REALLY GOOD STUFF	#128946 Classroom Paper	4/30/2018	20.99	001	W	W
364554	REALLY GOOD STUFF	#702074 Scotch Book Repair	4/30/2018	13.98	001	W	W
364554	REALLY GOOD STUFF	#158349 Happy Birthday!	4/30/2018	9.99	001	W	W
364554	REALLY GOOD STUFF	shipping	4/30/2018	8.95	001	W	W
364555	REMEDIA PUBLICATIONS	REM4005A-SPECIFIC SKILLS	4/30/2018	64.99	001	W	W
364555	REMEDIA PUBLICATIONS	REM487B-THE FIVE W'S LEVEL 3	4/30/2018	8.99	001	W	W
364555	REMEDIA PUBLICATIONS	SE51167-180 DAYS OF LANGUAGE,	4/30/2018	19.99	001	W	W
364555	REMEDIA PUBLICATIONS	SE51168-180 DAYS OF LANGUAGE,	4/30/2018	19.99	001	W	W
364555	REMEDIA PUBLICATIONS	REM1135A-PROOFREADING DR 3-4	4/30/2018	25.13	001	W	W
364556	RENT-A-JOHN		4/30/2018	125.00	300	W	W
364556	RENT-A-JOHN		4/30/2018	90.00	300	W	W
364556	RENT-A-JOHN		4/30/2018	90.00	300	W	W
364556	RENT-A-JOHN		4/30/2018	90.00	300	W	W
364557	RIVISTAS SUBSCRIPTION SERVICES	RENEW MAGAZINE	4/30/2018	759.00	001	W	W
364558	Rock, Andrew	Reimbursement for expenses for	4/30/2018	106.28	001	W	W
364559	SCANTRON	ANSWER SHEET 882-E, 100Q, 5CHC	4/30/2018	139.90	001	W	W
364559	SCANTRON	SHIPPING	4/30/2018	13.21	001	W	W
364559	SCANTRON	100Q, 5 CHC ALPHA TEST SHEETS	4/30/2018	1,329.05	009	W	W
364559	SCANTRON	SHIPPING	4/30/2018	43.08	009	W	W
364560	SCHOLASTIC BOOK CLUB	The war that saved my life	4/30/2018	128.00	001	W	W
364561	SCHOOL MART	TI CHARGING STATIONS CE (2	4/30/2018	144.80	001	W	W
364562	SHANAHAN, CHRYSTAL	FORT ORANGE - MILEAGE	4/30/2018	102.24	300	W	W
364563	SHULACK, KATHLEEN	Reimbursement for expenses for	4/30/2018	341.29	009	W	W
364564	SIGNS BY TOMORROW	HIGH 5 BOARD NAMES	4/30/2018	4.00	018	W	W
364564	SIGNS BY TOMORROW	SHIPPING	4/30/2018	9.00	018	W	W
364565	Silver Bridge Coffee Company,	Silverbridge coffee fundraiser	4/30/2018	960.00	300	W	W
364566	SMITH, TROND	PRINCIPAL'S OFFICE - MILEAGE	4/30/2018	132.98	001	W	W
364567	SOUNDCOM SYSTEMS	SMS- Labor and materials for	4/30/2018	17,790.00	003	W	W
364568	SPEC Athletic, Inc.	WEIGHT RACK WOOD FLOORING	4/30/2018	1,000.00	018	W	W
364568	SPEC Athletic, Inc.	WEIGHT RACK WOOD FLOORING	4/30/2018	1,000.00	300	W	W
364568	SPEC Athletic, Inc.	WEIGHT RACK WOOD FLOORING	4/30/2018	1,000.00	300	W	W
364569	Spinner, Todd	Mileage /PD for	4/30/2018	47.96	001	W	W
364570	Sports Scope Inc.	Berlin High School- 30' Sport	4/30/2018	4,399.00	004	W	W
364571	SPORTS EQUIPMENT SPECIALISTS	G3 Receiver kit/install	4/30/2018	1,020.00	300	W	W
364572	Sterling Paper Co.	BOISE WHITE PAPER	4/30/2018	3,114.00	001	W	W
364572	Sterling Paper Co.	8.5X11 COPY PAPER	4/30/2018	1,602.00	001	W	W

OLENTANGY LOCAL SCHOOL DISTRICT
CHECK REGISTER DETAIL
APRIL 2018

Check Number	Vendor	Description	Date	Amount	Fund	Original Item Status	Item Status
364572	Sterling Paper Co.	BOSIE BRITE WHITE COPIER PAPER	4/30/2018	3,942.40	001	W	W
364572	Sterling Paper Co.	SHIPPING	4/30/2018	6.00	001	W	W
364572	Sterling Paper Co.	8 1/2 X 11 WHITE COPY PAPER	4/30/2018	5,328.00	001	W	W
364572	Sterling Paper Co.	PROCESSING FEE	4/30/2018	6.00	001	W	W
364572	Sterling Paper Co.	cases of 8.5 x 11 copy paper	4/30/2018	1,813.00	001	W	W
364572	Sterling Paper Co.	handling	4/30/2018	6.00	001	W	W
364572	Sterling Paper Co.	11 x 17 20# white	4/30/2018	114.75	001	W	W
364572	Sterling Paper Co.	8 1/2 x 14 20# white	4/30/2018	146.10	001	W	W
364572	Sterling Paper Co.	Colored paper 20# blue	4/30/2018	146.92	001	W	W
364572	Sterling Paper Co.	Canary	4/30/2018	146.92	001	W	W
364572	Sterling Paper Co.	Purple	4/30/2018	110.19	001	W	W
364572	Sterling Paper Co.	Golden Rod	4/30/2018	146.92	001	W	W
364572	Sterling Paper Co.	Pink	4/30/2018	73.46	001	W	W
364572	Sterling Paper Co.	Salmon	4/30/2018	36.73	001	W	W
364572	Sterling Paper Co.	65# card stock white	4/30/2018	93.40	001	W	W
364572	Sterling Paper Co.	65# card stock green	4/30/2018	93.40	001	W	W
364572	Sterling Paper Co.	65# card stock blue	4/30/2018	93.40	001	W	W
364572	Sterling Paper Co.	65# card stock yellow	4/30/2018	28.02	001	W	W
364572	Sterling Paper Co.	20# white	4/30/2018	2,296.80	001	W	W
364572	Sterling Paper Co.	65# card stock yellow	4/30/2018	65.38	001	W	W
364573	SUPER DUPER, INC.	TPX10124-LANGUAGE STRATEGIES	4/30/2018	110.89	001	W	W
364573	SUPER DUPER, INC.	BKCRD44-CARDS FUN SHEET	4/30/2018	24.96	001	W	W
364574	SCHOOL HEALTH SUPPLY	Trainer Supplies	4/30/2018	1,025.67	300	W	W
364575	TEACHER'S DISCOVERY	Deluxe German Sticker Pack	4/30/2018	18.99	001	W	W
364575	TEACHER'S DISCOVERY	German Flag Stickers	4/30/2018	7.45	001	W	W
364575	TEACHER'S DISCOVERY	German Emotions QRGIF	4/30/2018	12.00	001	W	W
364575	TEACHER'S DISCOVERY	German ist Terrific skinny	4/30/2018	25.30	001	W	W
364575	TEACHER'S DISCOVERY	1WO163-J PENCILS ESTNDIANTES	4/30/2018	4.40	001	W	W
364575	TEACHER'S DISCOVERY	1WO167-J PENCILS SUPER	4/30/2018	4.40	001	W	W
364575	TEACHER'S DISCOVERY	1E1729-J STICKER PACK	4/30/2018	18.99	001	W	W
364575	TEACHER'S DISCOVERY	SHIPPING	4/30/2018	4.16	001	W	W
364575	TEACHER'S DISCOVERY	1P2176-J CLASSROOM PHRASES	4/30/2018	29.00	001	W	W
364575	TEACHER'S DISCOVERY	1P1678-J SUBJECT PRONOUNDS SP	4/30/2018	10.00	001	W	W
364575	TEACHER'S DISCOVERY	SHIPPING	4/30/2018	7.95	001	W	W
364576	TREETOP PUBLISHING	(5018) Lined portrait Big Bare	4/30/2018	25.30	001	W	W
364577	ULINE, INC.	Zip ties	4/30/2018	40.00	300	W	W
364577	ULINE, INC.	Zip ties	4/30/2018	40.00	300	W	W
364577	ULINE, INC.	Zip ties	4/30/2018	40.00	300	W	W
364577	ULINE, INC.	Zip ties	4/30/2018	44.39	300	W	W
364578	UNITED ART AND EDUCATION	Art supplies, see quote	4/30/2018	145.68	009	W	W
364578	UNITED ART AND EDUCATION	Art supplies, see quote	4/30/2018	21.90	009	W	W
364579	US GAMES	Catalog #1398265	4/30/2018	239.98	001	W	W
364579	US GAMES	20% discount	4/30/2018	(48.00)	001	W	W
364579	US GAMES	S/H	4/30/2018	32.64	001	W	W
364580	Varitronics, LLC	6082.00 23"TTP Poster Paper	4/30/2018	779.70	001	W	W
364580	Varitronics, LLC	Shipping/handling	4/30/2018	20.00	001	W	W
364581	VERITIV OPERATING COMPANY	HIGH SCHOOL OFFICE - COPIER	4/30/2018	5,174.40	001	W	W
364581	VERITIV OPERATING COMPANY	8.5x11 white paper	4/30/2018	1,728.64	001	W	W
364582	VERNIER SOFTWARE & TECHNOLOGIE	LABQUEST 2	4/30/2018	1,974.00	001	W	W
364582	VERNIER SOFTWARE & TECHNOLOGIE	PH SENSORS	4/30/2018	632.00	001	W	W
364582	VERNIER SOFTWARE & TECHNOLOGIE	SHIPPING	4/30/2018	19.96	001	W	W
364583	Ward's Science	OHAUS HOOKED MASS SET, 10G TO	4/30/2018	871.29	009	W	W
364584	WILSON LANGUAGE TRAINING	SKU: F2HMAP3 Home Support Pack	4/30/2018	27.00	001	W	W
364584	WILSON LANGUAGE TRAINING	SKU: F2SCLRG2 Large Sound	4/30/2018	135.00	001	W	W
364584	WILSON LANGUAGE TRAINING	SKU: F2SCSTD2 Fundations	4/30/2018	115.00	001	W	W
364584	WILSON LANGUAGE TRAINING	SKU: F2SCLRG1 Large Sound	4/30/2018	135.00	001	W	W
364584	WILSON LANGUAGE TRAINING	SKU:F2SCSTD1 Fundations	4/30/2018	100.00	001	W	W
364584	WILSON LANGUAGE TRAINING	shipping	4/30/2018	40.96	001	W	W
364585	WRIGHT, DOUGLAS A	ONE HOUR ORCHESTRA CLINIC	4/30/2018	100.00	200	W	W
364586	W.T. COX SUBSCRIPTIONS	Magazine Order	4/30/2018	186.69	001	W	W
364586	W.T. COX SUBSCRIPTIONS	See attached order for	4/30/2018	373.42	001	W	W
364587	YOUNG, ANTHONY	Reimbursement for expenses for	4/30/2018	150.00	001	W	W

Memo Checks:

Purchase Card (PNC)	171,361.40
Foundation	503,043.38
Insurance	149,895.93
Workers' Comp	2,350.00
Moneris/AMEX (Online Pmnt Fees)	18,815.66
Payroll	3,239,857.94
Interest Payable	288,732.71
HSA Funding	3,600.00
Sales Tax (School Stores)	51.37
STRS	1,296,922.00
Self-Insurance	2,615,653.76
Arbiter Pay	21,407.15
Gilbane	1,891,073.99
H.E.A.T	35,700.42
MCTR Properties (Graphics Way)	39,927.23
Payroll	10,792,358.27
Reduction of Expenditures	18,496,554.95
Fund to Fund Transfers	
Checks voided from prior month	(445.10)
	42,489,905.41 Total
	42,489,905.41 Per Financial Detail
	- Variance

Appropriations Adjustments

Fund	5.17.18 Adjustments	Explanation:
009 - Uniform School Supplies	$ 109,289.00	Student Fees/Summer Programs
018 - Public School Support	$ 24,700.00	Fundraisers/Donations
200 - Student Activity	$ 3,145.80	New Activities/Fundraisers
590 - Title II-A	$ 2,500.00	ODE Allocations
	$ 139,634.80	

Donations for May 17, 2018 Meeting

1)	**Cello valued at $800**		
	From:	Annette Everly	
	To:	Wyandot Run Elementary School	
2)	**42 Chromebooks**		$9,996.00
	6 Apple iPads		$1,794.00
	Assorted reading material/playground equipment		$1,550.00
		Total	$13,340.00
	From:	Glen Oak PTO	
	To:	Glen Oak Elementary School	
3)	**Lunch for Olentangy Think Tank**		$1,000.00
	From:	ClassLink	
	To:	Olentangy Local Schools	
4)	**Key Note and Workshop Speaker for Think Tank**		$7,000.00
	From:	McGraw-Hill	
	To:	Olentangy Local Schools	

REGULAR MEETING
April 12, 2018

The Regular Meeting of the Olentangy Local Board of Education was called to order in the Olentangy Administrative Offices – Berlin Room by Mindy Patrick, president at 6:00 p.m.

Roll Call: R. Bartz, present; D. King, present; J. Feasel, present; K. O'Brien, present; M. Patrick, present

Pledge of Allegiance

Approve Agenda 18-128

J. Feasel moved, R. Bartz seconded to approve the agenda for the April 12, 2018 Regular Board of Education Meeting, as amended

Vote: J. Feasel, yes; R. Bartz, yes; D. King, yes; K. O'Brien, yes; M. Patrick, yes. Motion carried.

Presentation

A. OLSD Library-Media Program Highlights – ***Robyn Starcher,*** Media Specialist, OOHS

Board President's Report

Superintendent's Report

Treasurer's Report

Public Participation Session #1 – For General Comments – None

Discussion Item

A. Middle School and High School Social Studies Resource Adoption – ***Vince DeTillo***, Secondary Curriculum

Public Participation Session #2 – Regarding Action Items - None

Board Action Items 18-129

D. King moved, K. O'Brien seconded to approve the following Board Action Item:

A. Approve Dan Lawrence, Wesley Smith and David Yanka as new members to the board's Facilities Committee.

Vote: D. King, yes; K. O'Brien, yes; R. Bartz, yes; J. Feasel, yes; M. Patrick, yes. Motion carried.

Treas. Action Items 18-130

R. Bartz moved, J. Feasel seconded to approve Treasurer's Action Items A-C

A. Approve financials for March, 2018

B. Approve minutes of the March 1 and March 15, 2018 Board meetings

REGULAR MEETING
April 12, 2018

C. Approve Donations

1) **For the purchase of 21 Chromebooks** $4,998.00
From: Freedom Trail PTO
To: Freedom Trail Elementary School

2) **DC Scholarship Fund** $500.00
From: Harry and Julia Farver
To: Berkshire Middle School

3) **Wide Format Printer** $1,000.00
From: Lance M. Bastian, Catapult
To: Olentangy High School, Art Department

4) **Liberty Asst. Girls' Lacrosse Coach Supplemental Contract**
Asst. Boys' Track Coach Supplemental Contract $5,463.67
From: Liberty Athletic Boosters
To: Olentangy Local Schools

Vote: R. Bartz, yes; J. Feasel, yes; D. King, yes; K. O'Brien, yes; M. Patrick, yes. Motion carried.

Supt. Action Items 18-131

J. Feasel moved, D. King seconded to approve Superintendent Action Items A-J

A. Specific Human Resource Items – Certified Staff

1. Approve certified employment for the 2018-19 school year, specifically conditioned on and subject to successful background checks, receipt and final administrative review of all application records, and receipt of all other necessary documentation

Employee Name	Position	Location	Eff. Date	Term	Salary
Barrett, Donovon G	Social Studies	OBHS	08/13/18	1-Year	$ 76,028.00
Brooks, Ryan P	Health & Physical Education	OBHS	08/13/18	1-Year	$ 60,412.00
Cowoski, Hope T	Intervention Specialist	OHMS	08/13/18	1-Year	$ 52,191.00
Evans, Micah B	World Language, Spanish	OBHS	08/13/18	1-Year	$ 42,730.00
Heffernan, William J	Language Arts	OBHS	08/13/18	1-Year	$ 83,343.00
Kaminski, Alexis M	Science	OBHS	08/13/18	1-Year	$ 39,434.00
Knight, Angela M	Visual Art	OBHS	08/13/18	1-Year	$ 46,027.00
Lane, Lindsey N	Science	OBHS	08/13/18	1-Year	$ 42,194.00
Lehman, Ricardo J	Computer Science & Mathematics	OBHS	08/13/18	1-Year	$ 69,936.00
Muhleman, Jill M	World Language, Spanish	OBHS	08/13/18	1-Year	$ 50,972.00
Murphy, Tanisha R	Visual Art	OBHS	08/13/18	1-Year	$ 39,434.00
Pratt, Lauren M	Intervention Specialist	OBHS	08/13/18	1-Year	$ 63,666.00
Simpson, Ella	World Language, German (0.50 FTE)	OBHS	08/13/18	1-Year	$ 22,197.00
Stewart, Kirby N	Intervention Specialist	OBHS	08/13/18	1-Year	$ 63,666.00
Taylor, Natalie M	Language Arts	OBHS	08/13/18	1-Year	$ 74,628.00
Thomson, Walter D	Music, Vocal	OOMS	08/13/18	1-Year	$ 49,056.00
Wishart, Korie L	Language Arts	OBHS	08/13/18	1-Year	$ 63,666.00

2. Approve certified New Teacher Academy stipend ($150 maximum) for each new staff member, paid through memorandum billing, for the 2018-19 school year:

Barrett, Donovon G.	Knight, Angela M.	Simpson, Ella
Brooks, Ryan P.	Lane, Lindsey N.	Stewart, Kirby N.
Cowoski, Hope T.	Lehman, Ricardo J.	Taylor, Natalie M.
Evans, Micah B.	Muhleman, Jill M.	Thomson, Walter D.
Heffernan, William J.	Murphy, Tanisha R.	Wishart, Korie L.
Kaminski, Alexis M.	Pratt, Lauren M.	

REGULAR MEETING
April 12, 2018

3. Approve certified positions paid through memorandum billing

Employee Name	Position/Location	Total Hours	Salary Per Hour	Total
Home Instruction				
Barboza, Carolyn MI	Instructor, ISES	95.00	$ 25.00	$ 2,375.00
Cornett, Lori L	Instructor, OOHS	22.00	$ 25.00	$ 550.00
Crew, Jennifer L	Instructor, OLHS	11.00	$ 25.00	$ 275.00
Janusz, Bethany L	Instructor, OOHS	44.00	$ 25.00	$ 1,100.00
Ross, Carrie E	Instructor, OLHS	27.00	$ 25.00	$ 675.00
Sauer, Lauren N	Instructor, OHS	34.00	$ 25.00	$ 850.00

4. Approve certified Wednesday/Saturday School Instructors at $50 per occurrence paid through memorandum billing for the 2017-18 school year:
Schubert, Kyleigh E., Shanahan Middle School

5. Approve supplemental employment for the 2017-18 school year specifically conditioned on and subject to successful background checks, receipt and final administrative review of all application records, and receipt of all other documentation.

Supplemental Area	Coach / Advisor	Group	Step	Amount	Season
Baseball					
Head Baseball Coach OOHS	Callaghan, Philip D.	2	10	$ 6,704.00	Spring
Faculty Manager					
Faculty Manager OLHS	LaFlamme, Michael A.	1/2 of 6	1	$ 1,281.50	Spring
Faculty Manager OLMS	Adams, Jason N.	6	10	$ 4,338.00	Spring
Science Fair					
Science Fair Advisor OHMS	Stried, Jessica N.	10	10	$ 1,183.00	Spring
Spelling Bee					
Spelling Bee Advisor JCES	Baker, Emily F.	11	1	$ 434.00	Spring
Track					
Girls Asst Track Coach OLHS	Rubesich, Nikolas R.	4	7	$ 4,535.00	Spring
Girls Head Track Coach OSMS	Thompson, Brett A.	6	2	$ 2,760.00	Spring

6. Approve pupil activity employment for the 2017-18 school year specifically conditioned on and subject to successful background checks, receipt and final administrative review of all application records, and receipt of all other documentation.

Supplemental Area	Coach / Advisor	Group	Step	Amount	Season
Baseball					
Freshman Baseball Coach OHS	Martin, Christopher J.	1/2 of 4	0	$ 1,577.50	Spring
Baseball - Volunteer OHS	Boucher, Trent M.	N/A	N/A	$ -	Spring
Baseball - Volunteer OLHS	Matthaes, Matthew M.	N/A	N/A	$ -	Spring
Baseball - Volunteer OLHS	Yazrombek, Andrew J.	N/A	N/A	$ -	Spring
Baseball - Volunteer OOMS	Finch, Darin R.	N/A	N/A	$ -	Spring
Drama					
Drama Choreographer OLHS	Gress, Cassandra N.	8	3	$ 1,873.00	Spring
Drama Instrumental Director OLHS	Keller, Liam B.	10	0	$ 789.00	Spring
Drama Technical Director OLHS	Harrison, Ryan T.	9	2	$ 1,380.00	Spring
Faculty Manager					
Faculty Manager OLHS	Inman, Hannah N.	1/2 of 6	0	$ 1,183.00	Spring
Lacrosse					
Lacrosse - Volunteer OLHS	Sharp, Joshua D.	N/A	N/A	$ -	Spring
Girls Asst Lacrosse Coach OLHS	Haugh, Leah S.	4	0	$ 3,155.00	Spring
Boys Head Lacrosse Coach OOHS	Boyce, Patrick J.	2	4	$ 5,521.00	Spring
Boys Asst Lacrosse Coach OOHS	Secrist, Michael N.	4	1	$ 3,352.00	Spring
Girls Asst Lacrosse Coach OOHS	Snider, Kyra E.	4	0	$ 3,155.00	Spring
Lacrosse - Volunteer OOHS	Button, Thomas J.	N/A	N/A	$ -	Spring
Lacrosse - Volunteer OOHS	Johnson, Christopher P.	N/A	N/A	$ -	Spring
Lacrosse - Volunteer OLMS	Imbrogno, Christopher M.	N/A	N/A	$ -	Spring
Softball					
Softball - Volunteer OHS	Yanez, Jr., Jesus	N/A	N/A	$ -	Spring
Asst Softball Coach OLHS	Cardinali, Andrea A.	4	0	$ 3,155.00	Spring
Asst Softball Coach OOHS	Clarkson, Thomas A.	4	0	$ 3,155.00	Spring
8th Grade Softball Coach OBMS	Vanest, Courtney J.	6	1	$ 2,563.00	Spring
7th Grade Softball Coach OBMS	Sarbaugh, Jerry G.	6	0	$ 2,366.00	Spring

Supplemental Area (Cont.)	Coach / Advisor	Group	Step	Amount	Season
Softball - Volunteer OLMS	Capretta, Stephanie G.	N/A	N/A	$ -	Spring
8th Grade Softball Coach OSMS	Quisenberry, Belinda L.	6	10	$ 4,338.00	Spring
Track					
Boys Asst Track Coach OLHS	Longhino, Joseph R.	1/2 of 4	0	$ 1,577.50	Spring
Track - Volunteer OLHS	McShane, Colin P.	N/A	N/A	$ -	Spring
Girls Asst Track Coach OLHS	Schell Jessica T.	N/A	N/A	$ -	Spring

7. Accept the following certified unpaid leaves of absence:
   Althoff, Pearl L., Alum Creek Elementary School, Grade 5 (0.50 FTE), effective for the 2018-19 school year
   Funk, Lauren A., Tyler Run Elementary School, Grade 4, effective March 21, 2018 through April 9, 2018 and intermittent unpaid leave from April 9, 2018 through May 23, 2018

8. Accept, with regret, the following certified resignation:
   Bickley, Andrea M., Glen Oak Elementary School, School Nurse, effective at the end of the 2017-18 school year
   Bucco, Katie E., Arrowhead Elementary School, Guidance Counselor, effective at the end of the 2017-18 school year
   Dimond, Meagan E., Orange Middle School, Intervention Specialist (0.50 FTE), effective at the end of the 2017-18 school year
   Mason, Susie F., Indian Springs Elementary School, Grade 4, effective May 23, 2018
   Sweress, Erin M., Liberty Tree Elementary School, Grade 4, effective at the end of the 2017-18 school year

9. Accept the following supplemental resignation:
   Boucher, Trent M., Olentangy High School, Spring Season, Co-Freshman Baseball Coach
   Vanest, Courtney J., Berkshire Middle School, Spring Season, 7th Grade Softball Coach

B. Specific Human Resource Items – Classified Staff

1. Approve classified employment for the 2017-18 school year, specifically conditioned on and subject to successful background checks, receipt and final administrative review of all application records, and receipt of all other necessary documentation:
   Long, Mary C., India Springs Elementary School, Custodian

2. Approve classified employment for the 2018-19 school year, specifically conditioned on and subject to successful background checks, receipt and final administrative review of all application records, and receipt of all other necessary documentation:
   Burton, Teresa C., Berlin High School, Attendance Aide
   McVay, Nicholas, Berlin High School, Study Hall Monitor Aide
   Wood, Donna J., Berlin High School, Custodian

3. Approve classified substitute workers for the 2017-18 school year, specifically conditioned on and subject to successful background checks, receipt and final administrative review of all application records, and receipt of all other necessary documentation
   Bently, Anne ***Crawford, Beverly*** ***Lindsay, Robert*** ***Pierce, Treva***

4. Approve classified transfers for the 2018-19 school year:
   Hall, Ellen R., Shanahan Middle School, Office Aide to Berlin High School, General Secretary, effective July 2, 2018
   Henrickson, Susan L., Tyler Run Elementary School, Food Service Worker to Berlin High School, Office Aide, effective August 15, 2018
   Wimer, Cheryl A., Liberty Middle School, Food Service Worker to Liberty Middle School, Food Service Manager, effective August 6, 2018

5. Accept, with regret, for the purpose of retirement, the following classified resignation:
   Rarey, Liz, Arrowhead Elementary School, Intervention Aide, effective June 1, 2018

6. Accept, with regret, the following classified resignations:
   Anderson, Errin A., Indian Springs Elementary School, Food Service Worker, effective March 16, 2018
   Chapman, Terri L., Transportation, Driver effective April 3, 2018
   Duff, Noah P., Glen Oak Elementary School, Lead Custodian, effective March 23, 2018
   Umland, Joan, Johnnycake Corners Elementary School, Playground Aide, effective March 30, 2018

C. Approve seniors for graduation, pending certification of completion of all district, state, and local requirements:
   Olentangy High School: Simpson, Trey David

D. Approve purchase to Discovery Techbooks for digital subscriptions for grades 6-8 in the amount of $268,260

E. Approve purchase to McGraw Hill for high school Social Studies textbooks and digital subscriptions in the amount of $410,435.60

F. Approve purchase to Cengage for print and digital access of American Pageant for AP US History students in the amount of $100,100

G. Approve agreement with HR Imaging Partners, Inc. for district photo services, for a term of three years, beginning with the 2018-19 school year

H. Approve contract with Heiberger Paving for district paving improvements in the amount of $522,842

I. Approve purchase of MealsPlus software and related training and support services in the amount of $54,820.25

J. Approve contract with Vasco Sports Contractors for track resurfacing at Shanahan Middle School and the relocation of tennis courts from Orange High School to Orange Middle School in the amount of $491,367

Vote: J. Feasel, yes; D. King, yes; R. Bartz, yes; K. O'Brien, yes; M. Patrick, yes. Motion carried.

REGULAR MEETING
April 12, 2018

Executive Session 18-132 — J. Feasel moved, R. Bartz seconded to enter into Executive Session at 6:45 p.m. as permitted by Section 121.22(G)(1) of the Ohio Revised Code, to consider the employment or compensation of public employees; and Ohio Revised Code Section 121.22(G)(4) preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment

Vote: J. Feasel, yes; R. Bartz, yes; D. King, yes; K. O'Brien, yes; M. Patrick, yes. Motion carried

The board reentered open session at 7:26 p.m.

Adjourn 18-133 — R. Bartz moved, J. Feasel seconded that the regular meeting of the Olentangy Local School District Board of Education be adjourned at 7:29 p.m.

Vote: R. Bartz, yes; J. Feasel, yes; D. King, yes; K. O'Brien, yes; M. Patrick, yes. Motion carried.

_____ _____

Mindy Patrick, President Emily Hatfield, Treasurer

Certificate Section 5705.412, Ohio Revised Code

It is hereby certified that the Olentangy Local School District Board of Education, Delaware County, Ohio, has sufficient funds to meet the contract agreement, obligation, payment or expenditure for the above, and has in effect for the remainder of the fiscal year and 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 operate an adequate educational program on all 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 or is scheduled for the current fiscal year.

_____
Treasurer

_____
Superintendent of Schools

_____
President, Board of Education

ADMINISTRATIVE CONTRACT RENEWALS

2018-2019 School Year

Recommended for Board of Education Approval on May 17, 2018

Administrator	Position	Location	Contract		
			Days/Year	Recommendation	
Bates, Jason M.	Assistant Principal	OHS	226	2018-2021	3 Years
Berendts, Allisha M.	Supervisor, Student Well Being	CO	260	2018-2021	3 Years
Blakley, Jennifer C.	Supervisor, OASIS	OASIS	260	2018-2021	3 Years
Burton, Amanda E.	Accountant	CO	260	2018-2021	3 Years
Casto, Traci A.	Supervisor, Pupil Services	CO	260	2018-2021	3 Years
Davis, Krista S.	Director, Communications	CO	260	2018-2021	3 Years
DeTillio, Vincent P.	Supervisor, Curriculum	CO	260	2018-2021	3 Years
Elkins, Anthony A.	Principal	CES	226	2018-2021	3 Years
Fette, Jack J.	Chief Academic Officer	CO	260	2018-2021	3 Years
Fields, Jessica M.	Supervisor, Instructional Technology	CO	260	2018-2021	3 Years
French, Derek A.	Assistant Principal	AES	216	2018-2021	3 Years
Gilliam, Derrick S.	Principal	OHMS	226	2018-2021	3 Years
Griffith, Melissa S.	Assistant Treasurer	CO	260	2018-2021	3 Years
Heitkamp, Lauren R.	Supervisor, Gifted	CO	260	2018-2021	3 Years
Jones, Erin C.	Supervisor, Pupil Services	CO	260	2018-2021	3 Years
Knopp, Marisa S.	Supervisor, Pupil Services	CO	260	2018-2021	3 Years
Lenko, Bethany A.	Supervisor, Food Service	CO	260	2018-2021	3 Years
McMillen, Bridget A.	Principal	AES	226	2018-2021	3 Years
McMurry, Peggy S.	Director, Curriculum	CO	260	2018-2021	3 Years
Meyer, Todd R.	Chief Operations Officer	CO	260	2018-2021	3 Years
Mitchell, Jeremy J.	Supervisor, Custodial	CO	260	2018-2021	3 Years
Morgan, Amy M.	Supervisor, Transportation	Trans	260	2018-2021	3 Years
Murph, Daniel S.	School-Community Liaison	CO	185	2018-2021	3 Years
Ondrus, Melany F.	Principal	SRES	226	2018-2021	3 Years
Powers, Jacqueline	Supervisor, Equity and Inclusion	CO	260	2018-2021	3 Years
Ramey, Daniel F.	Supervisor, Maintenance	CO	260	2018-2019	1 Year
Rohrer, Brent R.	Supervisor, Instructional Technology	CO	260	2018-2021	3 Years
Smith, Trond L.	Principal	OOHS	260	2018-2021	3 Years
Snyder, Randy A.	Supervisor, Transportation	Trans	260	2018-2021	3 Years
Stern, Peter J.	Principal	JCES	226	2018-2021	3 Years
Tressel, Christopher D.	Assistant Principal	OBHS	226	2018-2021	3 Years
Warfield, William D.	Principal	OLHS	260	2018-2021	3 Years
Worth, Brandy J.	Principal	ACES	226	2018-2021	3 Years
Wright, Randall D.	Chief of Administrative Services	CO	260	2018-2021	3 Years
Zeller, Christina M.	Assistant Principal	OSMS	226	2018-2021	3 Years

CERTIFIED CONTRACTS

2018-19 School Year

Recommended for Board of Education Approval on May 17, 2018

Employee Name			Position	Location	Contract		
Last Name	First Name	MI			Effective Date	Term	Salary
Brown	Thomas	S.	Intervention Specialist, ID	OOHS	08/13/18	1-Year	$ 39,434.00
Cochran	Alli	M.	Family and Consumer Science	Traveling	08/13/18	1-Year	$ 57,928.00
Craig	Christopher	M.	Intervention Specialist, LD	OBMS	08/13/18	1-Year	$ 54,103.00
Davis	Maggie	A.	Grade 1	OCES	08/13/18	1-Year	$ 50,278.00
Fidler	Amy	L.	Social Studies	OASIS	08/13/18	1-Year	$ 52,853.00
Franzel	Jennifer	L.	Intervention Specialist, LD	Traveling	08/13/18	1-Year	$ 63,666.00
Gibbons	Erin	C.	Drama/Theater	OBHS	08/13/18	1-Year	$ 44,379.00
Held	Cassidy	L.	Grade 3	AES	08/13/18	1-Year	$ 39,434.00
Hite	Kimberly	J.	School Nurse	OLSD	08/13/18	1-Year	$ 57,565.00
Johnson	Joshua	L.	Guidance Counselor	OOMS	08/13/18	1-Year	$ 48,365.00
Litchfield	Erin	T.	Mathematics	OLHS	08/13/18	1-Year	$ 59,703.00
Malhoit	Kristen	D.	Intervention Specialist, LD	OCES	08/13/18	1-Year	$ 57,632.00
Maynard	William	D.	Mathematics/Computer Science	OLHS	08/13/18	1-Year	$ 39,434.00
McCloskey	Sarah	E.	School Nurse	OLSD	08/13/18	1-Year	$ 52,620.00
Neer	Kyle	B.	Intervention Specialist, LD	OBMS	08/13/18	1-Year	$ 74,628.00
Nunn	Glenn	A.	Library/Media Specialist	OOHS	08/13/18	1-Year	$ 46,453.00
Ogletree-Crawford	Girard	W.	Intervention Specialist, LD	AES	08/13/18	1-Year	$ 46,453.00
Silcott	Katherine	E.	Music, Vocal	OSMS	08/13/18	1-Year	$ 63,666.00
Sodano	Michelle	T.	Visual Art	OLSD	08/13/18	1-Year	$ 63,666.00
Thornberry	Morgan	N.	Language Arts Broadcast Journalism	OBHS	08/13/18	1-Year	$ 39,434.00
Vyrostek	Michael	R.	Guidance Counselor	OBMS	08/13/18	1-Year	$ 63,666.00

CERTIFIED NEW TEACHER ACADEMY STIPEND PAID THROUGH MEMORANDUM BILLING

2018-19 School Year

Recommended for Board of Education Approval on May 17, 2018

Last Name	First Name	MI
Brown	Thomas	S.
Cochran	Alli	M.
Craig	Christopher	M.
Davis	Maggie	A.
Fidler	Amy	L.
Franzel	Jennifer	L.
Gibbons	Erin	C.
Held	Cassidy	L.
Hite	Kimberly	J.
Johnson	Joshua	L.
Litchfield	Erin	T.
Malhoit	Kristen	D.
Maynard	William	D.
McCloskey	Sarah	E.
Neer	Kyle	B.
Nunn	Glenn	A.
Ogletree-Crawford	Girard	W.
Silcott	Katherine	E.
Sodano	Michelle	T.
Thornberry	Morgan	N.
Vyrostek	Michael	R.

CERTIFIED CONTRACT RECOMMENDATIONS
2018-19 School Year
Recommended for Board of Education Approval on May 17, 2018

1 Year Contracts
Angel, Sarah E.
Arango, Angela M.
Ashworth, Jaime A.
Bakies, Hannah K.
Barone, Angela M
Battistone, Kelly U.
Beymer, Megan A.
Binkley, Gloria C.
Bluth, Annie L.
Buckingham, Talesha S.
Camboni, Ashley M.
Conley, Tori N.
Cooper, Benjamin J.
Cowan, Ashley N.
Creasap-Simpson, Alecia A.
Donovan, Shannon M.
Farmer, Samantha M.
Ferlito, Jodi E.
Foster, Emily M.
French, Ameera A.
Friloux, Amy E.
Frindt, Allissa L.
Fuchs, Samuel M.
Fulper, Megan R.
Gallatin, Shannon M.
Gilbert, Erica P.
Gladieux, Shannon L.
Goodnight, Olivia A.
Haynes, Kevin M.
Hecker, Rachel A.
Hemminger, Kara T.
Henning, Jillian B.
Hilty, Cory D.
Hoelzer, Riley C.
Holcombe, Sarah A.
Houtz, Emily E.
Hudock, Ashley A.
Hunter, Tiffany D.
Jacoby, Laura B.
Karst, Emily M.
Krammes-Parsons, Stephanie L.
Laber, Jennifer E.
LaFlamme, Michael A.
Lewis, Jillian L.
Lewis, Tiffany A.
Madich, Kelly H.
Madigan, Elizabeth M.
Mattingly, Kethryn A.
McCarthy, Marissa A.
McCarty, Sarah M.
McHugh, Nellie A.
Meadows, Keenan J.
Memming, Matthew D.
Miller, Devoney E.
Molinaro, Amanda M.
Morelli, Christopher A.
Neville, Kacey L.
OBrien, Lauren E.
Petty, Angel E.
Rafferty, Jill A.
Ragland, Marjorie L.
Resor, Angela R.
Riley, Jamie L.
Rohrer, Kathryn E.
Scheuering, Melissa W.
Shivley, Kaitlin M.
Sidol, Laura M.
Smith, Emily C.
Stimmel, Mariam P.
Stotz, Holly A.
Thesing, John B.
Tony, Alexandra E.
Walker, Christine R.
Ward, Rebecca A.
Williams, Tyler D.
Willis, Kristy L.
Wortman, Clayton J.

1 Year Post Retirement Contracts
Andrews, Susan B.
dAmato, Dora E.
Dunn, Mary Ann
Kent, Loretta G.
Rathje, David A.
Starr, Sharon G.
Waterwash, Ron G.

2 Year Contracts
Agner, Kylee N.
Aumiller, Corey D.
Bagnoli, Katherine M.
Bates, Kristen L.
Beal, Amy M.
Beggrow, Anthony D.
Binkley, Christopher A.
Blackford, Kendall A.
Brekke, Lindsey R.
Brooks, Lauren M.
Callahan, Nicole E.
Couchman, Kelley C.
Cox, Ishbah
Cromleigh, Thomas P.
Dobosh, Andrew J.
Duy, Katie E.
Emery, Erin E.
Foraker, Renee M.
Frazier, James M.
Frim, Taylor E.
Fuller, Kristopher M.
Gregory, Kimberly M.
Griffin, Candun M.
Grubb, Zachary R.
Hale, Courtney R.
Hamilton, Molly K.
Helmlinger, Tricia J.
Higgins, Kyle
Hoffer, Renee A.
Houseworth, Jenna R.
Hutch, Lisa M.
Irvine, Alyssa L.
Jones, Layne J.
Kelly, Catherine B.
Lee, Karen E.
Lloyd, Benjamin S.
Martin, Joshua C.
Mays, Tara N.
Michael, Zachary A.
Minardi, Peter G.
Monheim, Madison E.
Moseley, Alyssa C.
Norcia, Michelle C.
Parson, Michelle Y.
Petz, Stacey A.
Pierce, Shanda R.
Reing, Katherine B.
Rietschlin, Angela C.
Rogers, Molly C.
Romano, Amy J.
Romanoff, Loran A.
Rumph, Sara E.
Sabharwal, Jacqueline J.
Savinell, James K.
Snider, Margret J.
Spinosi, Rebecca J.
Starr, Katy A.
Staskiewicz, Caitlin R.
Stern, Brooke R.
Stevens, Kristopher C.
Stevens, Lacey A.
Stringer, Elizabeth A.
Sweigard, Shaun C.
Talbert, Christopher D.
Tallarico, Katelyn E.
Teller, Albert A.
ten Brink, Michael O.
Thompson, Brett A.
Thorp, Rachel A.
Underwood, Grace M.
Vogel, Jason M.
Wagner, Ashlee M.
Wagner, Stuart A.
Walden, Brock D.
Webber, Michael S.
Weitthoff, Travis J.
Wiley, Hanna M.
Wolfer, Heidi A.
Wozniak, Lauren R.
Youmans, Rachael E.

3 Year Contracts
Adams, Jason N.
Alfman, Elisabeth J.
Almendinger, Lori D.
Althoff, Pearl L.
Arbona, Jennifer R.
Arganbright, Dawn M.
Artis-Welch, Khalila J.
Bardash, Kristina A.
Bartelt, Tiffany S.
Bassitt, Christine L.
Baumgartner, Matthew J.
Bell, Leslie J.
Berndt, Matthew A.
Bickley, James H.
Biddle, Emily N.
Biggam, Valerie N.
Boyle, Jessica L.
Brant, Brooke A.
Brown, Charlotte J.
Burchinal, Amy J.
Burtch, Derek T.
Calo, Anthony M.
Chmielewski, James F.
Cimaglia, III, Michael R.
Conley, Micah J.
Counts, Daniel G.
Cox, Andrea N.
Crandall, Linda S.
Cretella, Rachel M.
Crisp, Amy L.
Dando, Tressi L.
Dangel, Betty A.
Dauber, Rebecca S.
Daugherty, James R.
Demana, Michael A.
Dills, Scott R.
Dodson, Jennifer N.
Dritz, Jennifer S.
Duell, Kelly L.
Echelberry, Kelly A.
Edwards, Jamie L.
Fannon, Haley L.
Fisher, Alison M.
Fisher, Susan G.
Fitzgerald, Colleen A.
Fraley, Andrew J.
Gallmeyer, Kelly N.
Gannon, Corrine L.

CERTIFIED CONTRACT RECOMMENDATIONS
2018-19 School Year
Recommended for Board of Education Approval on May 17, 2018

Garcia, Renee N.
Garrison, Kip C.
Gellenbeck, Joseph G.
Gibson, Kathryn A.
Gilbert, Jamie M.
Gilliam, Kelly C.
Glass, Jennifer E.
Good, Joy R.
Gordon, Elizabeth E.
Granata, Rebecca I.
Green, Burton M.
Greve, Mark J.
Hartley, Jill C.
Heinlen, Shannon S.
Heironimus, Stephanie M.
Henderson, Heather L.
Henkle, Emma J.
Hicks, Travis E.
Hockstok, Rebecca L.
Holmberg, Joseph A.
Howell, Chad E.
Janusz, Bethany L.
Johnson, Laura A.
Kamer, Cheryl L.
Kelly, Christopher S.
Kendall, Jill D.
Kirsten, Megan E.
Klein, Lisa M.
Knott, Katherine A.
Kohrt, Barbara E.
Koski, Katelyn R.
Lerner, Valerie S.
Lewis, Victoria K.
Livelsberger, Jessica M.
Loparich, Brittany L.
Martini, Jamie R.
Mathews, Emily M.
Mauk, Whitney E.
Mazur, Katherine M.
McAllister, Diane L.
McDonough, Julie L.
McDowell, Heidi L.
McKibben, Amy R.
Merkowitz, Lynne A.
Metcalf, Jody J.
Mewhorter, Jan M.
Miller, Jaime C.
Milligan, Heather
Minneci, Katherine M.
Moore, Mary R.
Morgan, Cari L.
Morycz, Sarah A.
Muntean, Nicole V.
Nafziger, Adam R.
Noone, Megan J.
Pazak, Elizabeth A.
Playko, Shan-ni K.
Powers, Judith M.
Rains, Amanda M.
Rapp, Jennifer L.
Riddle, Emily A.
Riebold, Kirsti J.
Roe, Deborah R.
Romer, Catherine A.
Rush, Kevin D.
Rust, Hannah C.
Sagle, Jodi M.
Saneholtz, Sarah H.
Sansbury, Christopher M.
Savage, Heather M.
Schroeder, Stephen Z.
Schultheis, Jared D.
Shoemaker, Teri S.
Shultz, Melinda B.
Siebert, Terri L.
Siegel, Kathryn A.
Sloan, Rebecca E.
Small, Ashley N.
Smith, Timothy E.
Srivastava, Jenna M.
St Germain, Jennifer L.
Stratmoen, Leah C.
Swan, Stacy A.
Sweeney, Amanda M.
Tekaucic, Mary A.
Terry, Sara J.
Thompson, Britany R.
Tiberi, Maria E.
Tod, Paul J.
Todd, Stefanie R.
Troyer, Dana M.
Ubry, Catherine E.
Vasila, Brittni E.
Vu, Abby E.
Ward, Meredith D.
Waters, William E.
Waterwash, Thomas A.
Wayman, Elizabeth A.
Weaver, Anne E.
Westhoven, Elizabeth M.
Wiedemann, Taylor N.
Williams, Kate E.
Williamson, William E.
Wood, Danielle M.
Young, Anthony J.
Zenker, Max R.
Ziraldo, Danielle L.

Continuing Contracts
Adams, Tracie N.
Amborski, Michael D.
Aprile, Christina L.
Beabout, Bree L.
Breckner, Margaret M.
Butte, Emily D.
Byerly, Heather S.
Daniel, Brandy D.
Diehl, Brett D.
Drake, Jean W.
Ducat, Kristy L.
Dyckman, Brad L.
Findley, Kyle R.
Fisher, Christina M.
Foster, Kimberly A.
Fragale, Regina M.
Gregg, Eric M.
Halsey, Amy J.
Harman, David M.
Heiman, Deborah K.
Helline, Allison M.
Hilsher, Aimee M.
Huffman, Stephanie L.
Jessup, Kelly R.
Johansen, Anders R.
Koons, Amy M.
Lambert, Monica M.
Lewis, Julia A.
Lucas, Kara N.
Lynch, Karrina M.
McCalla, Kelly A.
Parker, Matthew E.
Pederson, Ashley E.
Peterson, Kelli M.
Rehklau, Mark W.
Schroeder, Courtney M.
Slusser, Ann K.
Smith, Natalie K.
Spitler, Jessica L.
Stoll, Philip A.
Wehr, Neeley L.
Wheeler, Jason M.
Wieland, Kathleen M.
Williams, Vicki R.
Willis, Breyanne N.
Winand, Karen S.
Wood, Melissa L.
Young, Jeffrey M.

CERTIFIED EXTENDED SERVICE CONTRACT DAYS
2018-2019 School Year
Recommended for Board of Educatio Approval on May 17, 2018

Last Name	First Name	MI	Position/Area	Location	Contract Days	Contract Amount
Wells	Eric	B.	DECA/Marketing	OHS	2	$ 708.95
Weaver	Mike	M.	DECA/Marketing	OBHS	2	$ 908.26
Thompson	Britany	R.	DECA/Marketing	OLHS	2	$ 667.60
Shanahan	Chrystal	L.	DECA/Marketing	OOHS	2	$ 812.34
Glew	Trevor	C.	Guidance	OA	15	$ 5,363.51
Wozniak	Lauren	R.	Guidance	OHS	15	$ 3,921.49
Hamilton	Whitney	C.	Guidance	OHS	15	$ 5,886.32
McKnight	Selena	N.	Guidance	OHS	15	$ 5,317.14
Naveau	Michael	P.	Guidance	OHS	15	$ 8,284.30
Smith	Abigail	M.	Guidance	OBHS	15	$ 6,431.43
Stearns	Dana	J.	Guidance	OBHS	15	$ 5,712.00
McGrew	Jill	A.	Guidance	OLHS	15	$ 4,265.27
Purlee	Jenna	K.	Guidance	OLHS	15	$ 6,621.65
Rafey	Angela	M.	Guidance	OLHS	15	$ 7,382.59
Sisko	Bobbie	M.	Guidance	OLHS	15	$ 5,670.49
Vallier	Brittany	A.	Guidance	OLHS	15	$ 5,007.00
Waterwash	Ronald	G.	Guidance	OLHS	15	$ 5,015.03
Baumgartner	Matthew	J.	Guidance	OOHS	15	$ 4,696.86
Carder,	Laura	E.	Guidance	OOHS	15	$ 6,322.70
Gunther	Stephen	P.	Guidance	OOHS	15	$ 6,431.43
Harry	Debra	D.	Guidance	OOHS	15	$ 6,639.24
Otten	Pamela	L.	Guidance	OOHS	15	$ 8,284.30
Vyrostek	Michael	R.	Guidance	OBMS	12	$ 4,129.69
Yochum	Dana	L.	Guidance	OBMS	12	$ 6,433.04
Davis	Latoya	D.	Guidance	OHMS	12	$ 5,601.73
Roberts	Meghan	B.	Guidance	OHMS	12	$ 4,171.85
Durell	Jason	D.	Guidance	OLMS	12	$ 5,601.73
Maxey	Elizabeth	A.	Guidance	OLMS	12	$ 4,425.08
Washington	Holly	L.	Guidance	OLMS	12	$ 6,362.66
Davis	Jayme	M.	Guidance	OOMS	12	$ 5,449.56
D'Errico	Nick	D.	Guidance	OOMS	12	$ 5,963.68
Johnson	Joshua	L.	Guidance	OOMS	12	$ 3,137.19
Decaminada	Gina	M.	Guidance	OSMS	12	$ 5,753.90
Palmer	Christine	E.	Guidance	OSMS	12	$ 4,678.31
Walker	Christine	R.	Guidance	ACES	6	$ 1,568.59
Houtz	Emily	E.	Guidance	AES	6	$ 2,126.85
Fry	Cassandra	S.	Guidance	FTES	6	$ 2,002.80
Bickley	James	H.	Guidance	GOES	6	$ 3,313.72
Malone	Krista	M.	Guidance	HES	6	$ 1,769.42
Litzenberg	Kristi	S.	Guidance	ISES	6	$ 3,181.33
Arie	Diana	C.	Guidance	JCES	6	$ 1,832.72
Byerly	Heather	S.	Guidance	LTES	6	$ 2,499.05
Sipes	Kimberly	J.	Guidance	OMES	6	$ 3,181.33
Otero	Edlyn	R.	Guidance	SRES	6	$ 2,465.77
Faber	Lisa	M.	Guidance	TRES	6	$ 3,216.52
Hall	Amanda	C.	Guidance	WCES	3	$ 1,552.62
Perry	Jaimie	L.	Guidance	WCES	3	$ 1,125.45
Gutierrez	Jamie	M.	Guidance	WRES	6	$ 2,374.96
Harrison	Kaelin	E.	Library/Media	OHS	4	$ 1,417.90
Starcher	Robyn	D.	Library/Media	OBHS	4	$ 2,070.16
Poindexter	Leeann	M.	Library/Media	OLHS	4	$ 1,542.81
Chan	Melissa	B.	Library/Media	OBMS	4	$ 1,765.77
Waltz	Elizabeth	L.	Library/Media	OHMS	4	$ 2,144.35

Last Name	First Name	MI	Position/Area	Location	Contract Days	Contract Amount
Starr	Sharon	G.	Library/Media	OLMS	4	$ 1,004.39
Silwani	Kelly	R.	Library/Media	OOMS	4	$ 1,601.64
Moffett	Pamela	J.	Library/Media	OSMS	4	$ 1,691.18
Nickolai	Morgan	M.	Library/Media	ACES	6	$ 2,145.41
Dangel	Betty	A.	Library/Media	AES	6	$ 2,499.05
Chisek	Amy	F.	Library/Media	CES	6	$ 2,312.95
Moore	Angela	J.	Library/Media	FTES	6	$ 2,704.05
Hetterscheidt	Susan	R.	Library/Media	GOES	6	$ 2,592.39
Hemminger	Kara	T.	Library/Media	HES	6	$ 2,115.99
Jones	Christy	B.	Library/Media	ISES	6	$ 3,216.52
Acox	Nicole	D.	Library/Media	JCES	6	$ 2,782.31
Adelsberger	Bridget	D.	Library/Media	LTES	6	$ 2,496.49
Sattler	Michelle	R.	Library/Media	OCES	6	$ 2,842.41
Dennison	Julie	M.	Library/Media	OMES	6	$ 2,284.80
Olson	Peggy	A.	Library/Media	SRES	6	$ 2,876.95
Savage	Heather	M.	Library/Media	TRES	6	$ 2,481.11
Laughbaum	Laura	J.	Library/Media	WCES	6	$ 2,212.54
Bussard	Kara	L.	Library/Media	WRES	6	$ 3,313.72

CERTIFIED POSITION(S) PAID THROUGH MEMORANDUM BILLING
2018-19 School Year
Recommended for Board of Education Approval on May 17, 2018

Employee Name			Position	Hours	Salary	
Last Name	First Name	MI			Per Hour	Total
Diversity/Equity Cohort OPDA Class						
Cole	Heather	L.	Instructor, OLSD	0.00	$ -	$ 800.00
Extended School Year (ESY) Services						
Agranoff	Cheryl	L.	Instructor, FTES	12.00	$ 25.00	$ 300.00
Baker	Emily	F.	Instructor, JCES	15.50	$ 25.00	$ 387.50
Bass	Franchesca	E.	Instructor, FTES	12.00	$ 25.00	$ 300.00
Blackford	Kendall	A.	Instructor, WCES	36.00	$ 25.00	$ 900.00
Buckerfield	Abby	M.	Instructor, OLMS	14.50	$ 25.00	$ 362.50
Buckner	Amber	S.	Instructor, ACES	28.00	$ 25.00	$ 700.00
Castiglione	Donna	M.	Instructor, OOMS	5.00	$ 25.00	$ 125.00
Castiglione	Donna	M.	Instructor, OOMS	64.50	$ 45.00	$ 2,902.50
Chimbidis	Jennifer	A.	Instructor, WCES	24.00	$ 25.00	$ 600.00
Chirpas	Gina	M.	Instructor, OSMS	19.00	$ 25.00	$ 475.00
Clark	Tiffany	R.	Instructor, OCES	43.50	$ 25.00	$ 1,087.50
Cunningham	Bethany	M.	Instructor, OMES	27.50	$ 25.00	$ 687.50
Cunningham	Maryann	R.	Instructor, JCES	197.00	$ 25.00	$ 4,925.00
Evans	Stephanie	R.	Instructor, OOMS	8.50	$ 25.00	$ 212.50
Finefrock	Lori	A.	Instructor, WCES	12.00	$ 25.00	$ 300.00
Ford	Ryan	M.	Instructor, HES	33.50	$ 45.00	$ 1,507.50
Fratianne	Laura	K.	Instructor, TRES	64.50	$ 25.00	$ 1,612.50
Gilliam	Ami	E.	Instructor, CES	12.00	$ 25.00	$ 300.00
Good	Joy	R.	Instructor, OBMS	12.00	$ 25.00	$ 300.00
Gossett	Gretchen	R.	Instructor, OMES	9.50	$ 25.00	$ 237.50
Gregory	Kimberly	M.	Instructor, GOES	48.00	$ 25.00	$ 1,200.00
Hall	Rebecca	E.	Instructor, OSMS	15.50	$ 45.00	$ 697.50
Harden	Dana	A.	Instructor, TRES	21.50	$ 25.00	$ 537.50
Harden	Dana	A.	Instructor, TRES	76.00	$ 45.00	$ 3,420.00
Harrington	Jill	R.	Instructor, ACES	17.00	$ 25.00	$ 425.00
Harrington	Jill	R.	Instructor, ACES	38.50	$ 45.00	$ 1,732.50
Hausman	Lauren	A.	Instructor, CES	12.00	$ 25.00	$ 300.00
Henry	Amanda	K.	Instructor, OMES	36.00	$ 25.00	$ 900.00
Hoehn	Amanda	N.	Instructor, OBMS	8.50	$ 25.00	$ 212.50
Hunter	Tiffany	D.	Instructor, OMES	11.00	$ 25.00	$ 275.00
Hutch	Lisa	M.	Instructor, SRES/TRES	56.50	$ 25.00	$ 1,412.50
Jacoby	Laura	B.	Instructor, OOMS	12.00	$ 25.00	$ 300.00
Kirk	Ezra	P.	Instructor, OHS	140.00	$ 45.00	$ 6,300.00
Laber	Jennifer	E.	Instructor, AES	8.50	$ 25.00	$ 212.50
Lattig	Lori	K.	Instructor, WCES	24.00	$ 25.00	$ 600.00
Litvin-Kigaraba	Sarah	M.	Instructor, OHMS	12.00	$ 25.00	$ 300.00
Litvin-Kigaraba	Sarah	M.	Instructor, OHMS	12.00	$ 45.00	$ 540.00
Loudon	Patricia	A.	Instructor, ISES	9.50	$ 25.00	$ 237.50
Maloney	Kathleen	E.	Instructor, JCES	24.00	$ 25.00	$ 600.00
Martinek	Alyssa	N.	Instructor, SRES	12.00	$ 25.00	$ 300.00
Mauk	Whitney	E.	Instructor, CES	20.50	$ 45.00	$ 922.50
McElwee	Aimee	M.	Instructor, TRES	9.50	$ 25.00	$ 237.50
Merkowitz	Lynne	A.	Instructor, OOHS	11.00	$ 25.00	$ 275.00
Mickens	Shannon	M.	Instructor, HES	12.00	$ 25.00	$ 300.00
Moder	Angela	J.	Instructor, CES	20.50	$ 25.00	$ 512.50
Muntean	Nicole	V.	Instructor, OHMS	33.50	$ 25.00	$ 837.50
Palmer	Beth	A.	Instructor, OBMS	12.00	$ 25.00	$ 300.00

CERTIFIED POSITION(S) PAID THROUGH MEMORANDUM BILLING
2018-19 School Year
Recommended for Board of Education Approval on May 17, 2018

Employee Name			Position	Hours	Salary	
Last Name	First Name	MI			Per Hour	Total
Petercsak	Emily	B.	Instructor, ISES	21.50	$ 25.00	$ 537.50
Polhemus	Eric	J.	Instructor, OHMS	28.50	$ 25.00	$ 712.50
Reep	Shannon	J.	Instructor, OHMS	292.00	$ 25.00	$ 7,300.00
Riva	Monica	A.	Instructor, ACES	27.50	$ 45.00	$ 1,237.50
Robbertz	Holly	E.	Instructor, District	65.00	$ 75.00	$ 4,875.00
Romer	Catherine	A.	Instructor, OSMS	8.50	$ 25.00	$ 212.50
Sansbury	Christopher	M.	Instructor, OOMS	18.00	$ 25.00	$ 450.00
Sarnovsky	Jennifer	S.	Instructor, OMES	76.50	$ 25.00	$ 1,912.50
Scheibeck	Valerie	L.	Instructor, OCES	55.00	$ 25.00	$ 1,375.00
Schumacher	Andrea	N.	Instructor, JCES	24.00	$ 35.00	$ 840.00
Shaffer	Kaylee	V.	Instructor, AES	18.00	$ 25.00	$ 450.00
Sigler	Frances	L.	Instructor, OMES	38.50	$ 25.00	$ 962.50
Spinosi	Rebecca	J.	Instructor, JCES	12.00	$ 25.00	$ 300.00
St. Germain	Jennifer	L.	Instructor, AES	13.00	$ 25.00	$ 325.00
Stotz	Holly	A.	Instructor, OHMS	9.50	$ 25.00	$ 237.50
Tluchowski	Tracy	A.	Instructor, OASIS	14.50	$ 25.00	$ 362.50
Wiedemann	Taylor	N.	Instructor, OOMS	117.50	$ 25.00	$ 2,937.50
Wilson	Lauren	E.	Instructor, FTES	9.50	$ 25.00	$ 237.50
Wood	Melissa	L.	Instructor, OBMS	15.50	$ 25.00	$ 387.50
Wood	Melissa	L.	Instructor, OBMS	54.00	$ 45.00	$ 2,430.00
Zabonik	Miriam	R.	Instructor, OOHS	12.00	$ 25.00	$ 300.00
Home Instruction						
Feller	Debra	A.	Instructor, SRES	18.00	$ 25.00	$ 450.00
Hughes	Melissa	A.	Instructor, OLHS	5.00	$ 25.00	$ 125.00
Sauer	Lauren	N.	Instructor, OHS	7.00	$ 25.00	$ 175.00
Zabonik	Miriam	R.	Instructor, OOHS	48.00	$ 25.00	$ 1,200.00
Summer Intervention Academy 2018 (SIA '18)						
Biddle	Emily	N.	Instructor, WRES	0.00	$ -	$ 1,200.00
Brekke	Lindsey	R.	Instructor, OCES	0.00	$ -	$ 2,400.00
Cervi	Tammera	S.	Instructor, HES	0.00	$ -	$ 2,400.00
Chirpas	Gina	M.	Classroom Aide, OSMS	0.00	$ -	$ 560.00
Cooper	Benjamin	J.	Instructor, OLMS	0.00	$ -	$ 1,200.00
Cunningham	Maryann	R.	Instructor, JCES	0.00	$ -	$ 2,400.00
Emery	Erin	E.	Instructor, OLMS	0.00	$ -	$ 2,400.00
Evans	Stephanie	R.	Instructor, OOMS	0.00	$ -	$ 2,400.00
Fitzgerald	Colleen	A.	Instructor, OLMS	0.00	$ -	$ 2,400.00
Gallmeyer	Kelly	N.	Instructor, OHS	0.00	$ -	$ 1,200.00
Macko	Jill	E.	Instructor, OBMS	0.00	$ -	$ 2,400.00
Maloney	Kathleen	E.	Instructor, JCES	0.00	$ -	$ 2,400.00
McLoughlin	Laura	S.	Instructor, OLMS	0.00	$ -	$ 2,400.00
Merkowitz	Lynne	A.	Instructor, OOHS	0.00	$ -	$ 1,200.00
Monheim	Madison	E.	Instructor, ACES	0.00	$ -	$ 2,400.00
Nagy	Keely	L.	Instructor, HES	0.00	$ -	$ 2,400.00
Rogers	Molly	C.	Administrative Liaison	0.00	$ -	$ 3,000.00
Serra	Elisa	P.	Instructor, OCES	0.00	$ -	$ 2,400.00
Walden	Brock	D.	Instructor, OHS	0.00	$ -	$ 1,200.00
Wortman	Clayton	J.	Classroom Aide, WCES	0.00	$ -	$ 560.00
Summer School Academy 2018 (SSA '18)						
Boden	Martin	E.	Instructor, OA	0.00	$ -	$ 5,324.00
Cable	Kelly	A.	Instructor, OOHS	0.00	$ -	$ 5,324.00

CERTIFIED POSITION(S) PAID THROUGH MEMORANDUM BILLING
2018-19 School Year
Recommended for Board of Education Approval on May 17, 2018

Employee Name			Position	Hours	Salary	
Last Name	**First Name**	**MI**			**Per Hour**	**Total**
McCleary	Amanda	S.	Instructor, OOHS	0.00	$ -	$ 5,324.00
Mimna	Michelle	L.	Instructor, OHS	0.00	$ -	$ 5,324.00
Frye	Ginger	D.	Instructor, OOHS	0.00	$ -	$ 5,324.00
Little	Steven	L.	Instructor, OHS	0.00	$ -	$ 5,324.00
Mohr	Drew	R.	Instructor, OLHS	0.00	$ -	$ 5,324.00
Lewis	Jennifer	L.	Instructor, OHS	0.00	$ -	$ 7,986.00
Think Tank 2018 (May 30, 2018 and May 31, 2018)						
Adelsberger	Bridget	D.	Instructor, LTES	0.00	$ -	$ 100.00
Arie	Diana	C.	Instructor, JCES	0.00	$ -	$ 100.00
Battistone	Kelly	U.	Instructor, OOHS	0.00	$ -	$ 100.00
Biggam	Valerie	N.	Instructor, OSMS	0.00	$ -	$ 100.00
Blankenship	Amy	N.	Instructor, OCES	0.00	$ -	$ 100.00
Boone	Erica	L.	Instructor, AES	0.00	$ -	$ 100.00
Burtch	Derek	T.	Instructor, OLHS	0.00	$ -	$ 100.00
Chan	Melissa	B.	Instructor, OBMS	0.00	$ -	$ 100.00
Dobney	Rachel	M.	Instructor, OLSD	0.00	$ -	$ 100.00
Ebersole	Jennifer	A.	Instructor, OBMS	0.00	$ -	$ 100.00
Gilsdorf	Grant	J.	Instructor, OLHS	0.00	$ -	$ 100.00
Hall	Rebecca	E.	Instructor, OSMS	0.00	$ -	$ 100.00
Hetterscheidt	Susan	R.	Instructor, GOES	0.00	$ -	$ 100.00
Hoehn	Amanda	N.	Instructor, OBMS	0.00	$ -	$ 100.00
Jones	Christy	B.	Instructor, ISES	0.00	$ -	$ 100.00
Juravich	Jonathan	D.	Instructor, LTES	0.00	$ -	$ 100.00
Laughbaum	Laura	J.	Instructor, WCES	0.00	$ -	$ 100.00
Mills	Jared	G.	Instructor, OLMS	0.00	$ -	$ 100.00
Minneci	Katherine	M.	Instructor, HES	0.00	$ -	$ 100.00
Moore	Angela	J.	Instructor, FTES	0.00	$ -	$ 100.00
Nagel	Morgan	A.	Instructor, OBMS	0.00	$ -	$ 100.00
Nagy	Keely	L.	Instructor, HES	0.00	$ -	$ 100.00
Otten	Erin	L.	Instructor, OHS	0.00	$ -	$ 100.00
Pulfer	Kevin	W.	Instructor, OMES	0.00	$ -	$ 100.00
Reusser	Elizabeth	A.	Instructor, OBMS	0.00	$ -	$ 100.00
Robbertz	Holly	E.	Instructor, OOHS	0.00	$ -	$ 100.00
Rumph	Sarah	E.	Instructor, AES	0.00	$ -	$ 100.00
Sattler	Michelle	R.	Instructor, OCES	0.00	$ -	$ 100.00
Schroeder	Stephen	Z.	Instructor, OOHS	0.00	$ -	$ 100.00
Shoaf	Shane	A.	Instructor, OOMS	0.00	$ -	$ 100.00
Shulack	Kathleen	N.	Instructor, OBMS	0.00	$ -	$ 100.00
Skinner	Mindy	J.	Instructor, LTES	0.00	$ -	$ 100.00
Sparks	Ryan	D.	Instructor, OOHS	0.00	$ -	$ 100.00
Sprouse	Kileen	M.	Instructor, LTES	0.00	$ -	$ 100.00
Starcher	Robyn	D.	Instructor, OOHS	0.00	$ -	$ 100.00
Thomas	Mikela	R.	Instructor, CES	0.00	$ -	$ 100.00
Timmons	Jessica	P.	Instructor, OOHS	0.00	$ -	$ 100.00
Trajkov	Natalia	M.	Instructor, HES	0.00	$ -	$ 100.00
Vescelius	Andrea	L.	Instructor, OOHS	0.00	$ -	$ 100.00

SUPPLEMENTAL CONTRACTS
2018-19 School Year
Recommended for Board of Education Approval on May 17, 2018

Supplemental Area	Location	Coach / Advisor			Contract			
		Last Name	First Name	Middle	Group	Step	Amount	Season
Building Leadership Team								
Building Leadership Team	ACES	Buckner	Amber	S.	7	5	$ 2,958.00	All Year
Building Leadership Team	ACES	Gladieux	Shannon	L.	7	2	$ 2,366.00	All Year
Building Leadership Team	ACES	Huskey	Susan	E.	7	10	$ 3,943.00	All Year
Building Leadership Team	ACES	Kletrovetz	Cheryl	A.	7	1	$ 2,169.00	All Year
Building Leadership Team	ACES	LeGros	Jacob	J.	7	5	$ 2,958.00	All Year
Instructional Technology Department Chair	ACES	Nickolai	Morgan	M.	7	1	$ 2,169.00	All Year
Building Leadership Team	AES	Boone	Erica	L.	7	3	$ 2,563.00	All Year
Building Leadership Team	AES	Dodson	Jennifer	N.	7	3	$ 2,563.00	All Year
Building Leadership Team	AES	Pulfer	Michelle	L.	1/2 of 7	5	$ 1,479.00	All Year
Building Leadership Team	AES	Shondell	Bethany	A.	7	7	$ 3,352.00	All Year
Building Leadership Team	AES	Staskiewicz	Caitlin	R.	7	0	$ 1,972.00	All Year
Building Leadership Team	AES	Walsh	Cara	V.	1/2 of 7	7	$ 1,676.00	All Year
Instructional Technology Department Chair	AES	Oldaker	Kelly	J.	1/2 of 7	1	$ 1,084.50	All Year
Instructional Technology Department Chair	AES	Wagner	Ashlee	M.	1/2 of 7	1	$ 1,084.50	All Year
Building Leadership Team	CES	Casto	Katherine	J.	7	4	$ 2,760.00	All Year
Building Leadership Team	CES	Doak	Amy	M.	7	1	$ 2,169.00	All Year
Building Leadership Team	CES	Ducat	Kristy	L.	7	0	$ 1,972.00	All Year
Building Leadership Team	CES	Hausman	Lauren	A.	7	7	$ 3,352.00	All Year
Building Leadership Team	CES	Taglione	Regina	K.	7	7	$ 3,352.00	All Year
Instructional Technology Department Chair	CES	Miracle	Aileen	N.	7	7	$ 3,352.00	All Year
Building Leadership Team	FTES	Bass	Franchesca	E.	7	7	$ 3,352.00	All Year
Building Leadership Team	FTES	Bova	Amy	J.	7	1	$ 2,169.00	All Year
Building Leadership Team	FTES	Gillman	Desiree	L.	7	5	$ 2,958.00	All Year
Building Leadership Team	FTES	Raiff	Catherine	A.	7	7	$ 3,352.00	All Year
Instructional Technology Department Chair	FTES	Laughlin	Donna	M.	7	10	$ 3,943.00	All Year
Building Leadership Team	GOES	Isabelle	Carrie	S.	7	3	$ 2,563.00	All Year
Building Leadership Team	GOES	Johansen	Danielle	C.	7	6	$ 3,155.00	All Year
Building Leadership Team	GOES	Lucas	Kara	N.	7	1	$ 2,169.00	All Year
Building Leadership Team	GOES	Miner	Marah	C.	7	2	$ 2,366.00	All Year
Building Leadership Team	GOES	Romanoff	Loran	A.	7	0	$ 1,972.00	All Year
Instructional Technology Department Chair	GOES	Telesz	Angela	M.	7	2	$ 2,366.00	All Year
Building Leadership Team	HES	Artis-Welch	Khalila	J.	1/2 of 7	0	$ 986.00	All Year
Building Leadership Team	HES	Dyer	Karey	I.	1/2 of 7	0	$ 986.00	All Year
Building Leadership Team	HES	Fisher	Susan	G.	1/2 of 7	0	$ 986.00	All Year
Building Leadership Team	HES	Halsey	Amy	J.	1/2 of 7	3	$ 1,281.50	All Year
Building Leadership Team	HES	Livelsberger	Jessica	M.	7	5	$ 2,958.00	All Year
Building Leadership Team	HES	Murdock	Karrie	J.	7	10	$ 3,943.00	All Year
Building Leadership Team	HES	Nagy	Keely	L.	1/2 of 7	0	$ 986.00	All Year
Building Leadership Team	HES	Tripp	Emily	J.	1/2 of 7	0	$ 986.00	All Year
Instructional Technology Department Chair	HES	Reing	Katherine	B.	7	1	$ 2,169.00	All Year
Building Leadership Team	ISES	Barboza	Carolyn	M.	7	2	$ 2,366.00	All Year
Building Leadership Team	ISES	Brown	Amanda	J.	7	3	$ 2,563.00	All Year
Building Leadership Team	ISES	Greisberger	Lauren	L.	7	7	$ 3,352.00	All Year
Building Leadership Team	ISES	Hoover	Alissa	A.	7	6	$ 3,155.00	All Year
Building Leadership Team	ISES	Jones	Kathleen	E.	7	1	$ 2,169.00	All Year
Instructional Technology Department Chair	ISES	Jones	Christy	B.	7	6	$ 3,155.00	All Year
Building Leadership Team	JCES	Burt	Cari	A.	7	0	$ 1,972.00	All Year
Building Leadership Team	JCES	Ferlito	Jodi	E.	7	1	$ 2,169.00	All Year
Building Leadership Team	JCES	Mosel	Stephanie	J.	7	0	$ 1,972.00	All Year
Building Leadership Team	JCES	Nietfeld	Amy	L.	7	2	$ 2,366.00	All Year
Building Leadership Team	JCES	Sparks	Michele	C.	7	2	$ 2,366.00	All Year
Instructional Technology Department Chair	JCES	Rodriguez	Tammy	E.	7	5	$ 2,958.00	All Year
Building Leadership Team	LTES	Budic	Erin	E.	1/2 of 7	2	$ 1,183.00	All Year
Building Leadership Team	LTES	Dritz	Jennifer	S.	1/2 of 7	0	$ 986.00	All Year
Building Leadership Team	LTES	Hilsher	Aimee	M.	1/2 of 7	5	$ 1,479.00	All Year
Building Leadership Team	LTES	Hunsicker	Carrie	D.	7	3	$ 2,563.00	All Year
Building Leadership Team	LTES	Juravich	Jonathan	D.	7	6	$ 3,155.00	All Year
Building Leadership Team	LTES	Pederson	Ashley	E.	1/2 of 7	1	$ 1,084.50	All Year
Building Leadership Team	LTES	Skinner	Mindy	J.	1/2 of 7	1	$ 1,084.50	All Year
Building Leadership Team	LTES	Smith	Lindsay	E.	1/2 of 7	9	$ 1,873.00	All Year
Instructional Technology Department Chair	LTES	Adelsberger	Bridget	D.	1/2 of 7	3	$ 1,281.50	All Year
Instructional Technology Department Chair	LTES	Garling	Heather	A.	1/2 of 7	5	$ 1,479.00	All Year
Building Leadership Team	OCES	Adair	Elizabeth	J.	7	10	$ 3,943.00	All Year
Building Leadership Team	OCES	Bice	Emily	J.	7	7	$ 3,352.00	All Year
Building Leadership Team	OCES	Blankenship	Amy	N.	1/2 of 7	0	$ 986.00	All Year
Building Leadership Team	OCES	Clark	Tiffany	R.	1/2 of 7	0	$ 986.00	All Year
Building Leadership Team	OCES	Jacobson	Roy	D.	7	10	$ 3,943.00	All Year
Building Leadership Team	OCES	Sherman	Kevin	M.	7	9	$ 3,746.00	All Year

SUPPLEMENTAL CONTRACTS
2018-19 School Year
Recommended for Board of Education Approval on May 17, 2018

		Coach / Advisor			Contract			
Supplemental Area	**Location**	**Last Name**	**First Name**	**Middle**	**Group**	**Step**	**Amount**	**Season**
Instructional Technology Department Chair	OCES	Thompson	Ramona	L.	7	3	$ 2,563.00	All Year
Building Leadership Team	OMES	Dunham	Hilary	A.	7	9	$ 3,746.00	All Year
Building Leadership Team	OMES	Lastrapes	Tina	M.	7	6	$ 3,155.00	All Year
Building Leadership Team	OMES	Rindler	Cara	R.	7	7	$ 3,352.00	All Year
Building Leadership Team	OMES	Szakacs-Sigler	Frances	L.	7	0	$ 1,972.00	All Year
Building Leadership Team	OMES	Vasila	Brittni	E.	7	0	$ 1,972.00	All Year
Instructional Technology Department Chair	OMES	Pulfer	Kevin	W.	7	9	$ 3,746.00	All Year
Building Leadership Team	SRES	Bates	Kristen	L.	7	0	$ 1,972.00	All Year
Building Leadership Team	SRES	Butte	Emily	D.	7	6	$ 3,155.00	All Year
Building Leadership Team	SRES	Karr	Sarah	R.	7	4	$ 2,760.00	All Year
Building Leadership Team	SRES	Kleinhenz	Kelly	A.	7	5	$ 2,958.00	All Year
Building Leadership Team	SRES	Podnar	Jenna	L.	7	0	$ 1,972.00	All Year
Instructional Technology Department Chair	SRES	Losh	David	H.	7	1	$ 2,169.00	All Year
Building Leadership Team	TRES	Frencho	Angela	E.	1/2 of 7	0	$ 986.00	All Year
Building Leadership Team	TRES	Harden	Dana	A.	7	3	$ 2,563.00	All Year
Building Leadership Team	TRES	McElwee	Aimee	M.	7	7	$ 3,352.00	All Year
Building Leadership Team	TRES	Polansky	Nicole	L.	7	5	$ 2,958.00	All Year
Building Leadership Team	TRES	Sheehan	Barbara	A.	1/2 of 7	0	$ 986.00	All Year
Building Leadership Team	TRES	Tolford	Jennifer	L.	7	1	$ 2,169.00	All Year
Instructional Technology Department Chair	TRES	Stull	Ryan	E.	7	3	$ 2,563.00	All Year
Building Leadership Team	WCES	Barnes	Megan	A.	7	2	$ 2,366.00	All Year
Building Leadership Team	WCES	Daniel	Brandy	D.	7	2	$ 2,366.00	All Year
Building Leadership Team	WCES	Dutiel	Valerie	M.	1/2 of 7	3	$ 1,281.50	All Year
Building Leadership Team	WCES	EauClaire	Kelly	L.	7	2	$ 2,366.00	All Year
Building Leadership Team	WCES	Lambert	Monica	M.	1/2 of 7	0	$ 986.00	All Year
Building Leadership Team	WCES	McDonough	Julie	L.	7	9	$ 3,746.00	All Year
Instructional Technology Department Chair	WCES	Laughbaum	Laura	J.	7	5	$ 2,958.00	All Year
Building Leadership Team	WRES	Bruney	Kathryn	V.	1/2 of 7	0	$ 986.00	All Year
Building Leadership Team	WRES	Bussard	Kara	L.	1/2 of 7	7	$ 1,676.00	All Year
Building Leadership Team	WRES	Dobozy	Lisa	A.	1/2 of 7	7	$ 1,676.00	All Year
Building Leadership Team	WRES	Gutierrez	Jamie	M.	1/2 of 7	0	$ 986.00	All Year
Building Leadership Team	WRES	Heironimus	Stephanie	M.	1/2 of 7	2	$ 1,183.00	All Year
Building Leadership Team	WRES	Mathews	Emily	M.	1/2 of 7	3	$ 1,281.50	All Year
Building Leadership Team	WRES	Payne	Jill	E.	1/2 of 7	3	$ 1,281.50	All Year
Building Leadership Team	WRES	Scott	Tara	L.	1/2 of 7	7	$ 1,676.00	All Year
Building Leadership Team	WRES	Smith	Kathleen	J.	1/2 of 7	10	$ 1,971.50	All Year
Building Leadership Team	WRES	Wolfer	Heidi	A.	1/2 of 7	4	$ 1,380.00	All Year
Instructional Technology Department Chair	WRES	Mickens	Shawn	J.	1/2 of 7	5	$ 1,479.00	All Year
Instructional Technology Department Chair	WRES	Bussard	Kara	L.	1/2 of 7	7	$ 1,676.00	All Year
Building Department Chairs								
Language Arts	OBMS	Nagel	Morgan	A.	7	6	$ 3,155.00	All Year
Mathematics	OBMS	Holmberg	Monica	L.	7	7	$ 3,352.00	All Year
Science	OBMS	Callif	Holly	M.	7	5	$ 2,958.00	All Year
Social Studies	OBMS	Emrich	Justin	D.	7	4	$ 2,760.00	All Year
Special Education	OBMS	Palmer	Beth	A.	7	7	$ 3,352.00	All Year
Technology	OBMS	Little	Tyler	D.	7	1	$ 2,169.00	All Year
Language Arts	OHMS	Brown	Julie	C.	1/2 of 7	6	$ 1,577.50	All Year
Language Arts	OHMS	Mitch	Nathan	P.	1/2 of 7	0	$ 986.00	All Year
Mathematics	OHMS	Helline	Todd	J.	7	6	$ 3,155.00	All Year
Science	OHMS	Stried	Jessica	N.	7	10	$ 3,943.00	All Year
Social Studies	OHMS	Kern	Tami	R.	7	6	$ 3,155.00	All Year
Special Education	OHMS	Spencer	Hillary	A.	7	10	$ 3,943.00	All Year
Technology	OHMS	Meta	James	R.	7	10	$ 3,943.00	All Year
Language Arts	OLMS	Klein	Mary	T.	7	2	$ 2,366.00	All Year
Mathematics	OLMS	Martin	Joshua	C.	7	0	$ 1,972.00	All Year
Science	OLMS	Racette	Margaret	E.	7	6	$ 3,155.00	All Year
Social Studies	OLMS	Chittock	Fred	J.	7	10	$ 3,943.00	All Year
Special Education	OLMS	Buckerfield	Abby	M.	7	10	$ 3,943.00	All Year
Technology	OLMS	Long	Cynthia	M.	1/2 of 7	10	$ 1,971.50	All Year
Technology	OLMS	Longley	Matthew	W.	1/2 of 7	1	$ 1,084.50	All Year
Language Arts	OOMS	Bragg	Jennifer	R.	7	5	$ 2,958.00	All Year
Mathematics	OOMS	Durbin	Jamie	R.	7	9	$ 3,746.00	All Year
Science	OOMS	Flory	Joshua	A.	1/2 of 7	1	$ 1,084.50	All Year
Science	OOMS	Syroka	Kelly	S	1/2 of 7	5	$ 1,479.00	All Year
Social Studies	OOMS	Marconi	Kristin	E.	7	6	$ 3,155.00	All Year
Special Education	OOMS	McGuinness	Jennifer	L.	7	9	$ 3,746.00	All Year
Technology	OOMS	McClaskey	Diane	E.	7	5	$ 2,958.00	All Year
Language Arts	OSMS	Biggam	Valerie	N.	1/2 of 7	3	$ 1,281.50	All Year

SUPPLEMENTAL CONTRACTS
2018-19 School Year
Recommended for Board of Education Approval on May 17, 2018

Supplemental Area	Location	Coach / Advisor			Contract			
		Last Name	First Name	Middle	Group	Step	Amount	Season
Language Arts	OSMS	Nichols	Kimberly	K.	1/2 of 7	1	$ 1,084.50	All Year
Mathematics	OSMS	Snyder	Kirstie	A.	7	2	$ 2,366.00	All Year
Science	OSMS	Thomas	Jaimie	A.	7	10	$ 3,943.00	All Year
Social Studies	OSMS	Hanna	Eric	O.	7	7	$ 3,352.00	All Year
Special Education	OSMS	Erdy	Brooke	M.	1/2 of 7	1	$ 1,084.50	All Year
Special Education	OSMS	Lecklider	Lauren	E.	1/2 of 7	1	$ 1,084.50	All Year
Foreign Language	OBHS	Fuller	Kristopher	M.	7	1	$ 2,169.00	All Year
Guidance Counselor	OBHS	Smith	Abigail	M.	7	0	$ 1,972.00	All Year
Health/Physical Education/ Business/Family/Consumer Science	OBHS	Lewis	Jennifer	L.	1/2 of 7	4	$ 1,380.00	All Year
Health/Physical Education/ Business/Family/Consumer Science	OBHS	Miller	Jaime	C.	1/4 of 7	0	$ 493.00	All Year
Health/Physical Education/ Business/Family/Consumer Science	OBHS	Shulack	Kathleen	N.	1/4 of 7	0	$ 493.00	All Year
Language Arts	OBHS	Mimna	Michelle	L.	7	1	$ 2,169.00	All Year
Mathematics	OBHS	Ross	Kate	E.	7	9	$ 3,746.00	All Year
Performing Arts	OBHS	Sribanditmongkol	Thai		7	0	$ 1,972.00	All Year
Science	OBHS	Boyer	Kaylee	A.	7	1	$ 2,169.00	All Year
Social Studies	OBHS	Wendel	Brian	J.	7	4	$ 2,760.00	All Year
Special Education	OBHS	Weaver	Jennifer	C.	7	0	$ 1,972.00	All Year
Technology	OBHS	McKibben	Benjamin	S.	7	0	$ 1,972.00	All Year
Visual Arts/Industrial Technology	OBHS	Butler	Sarah	E.	1/2 of 7	0	$ 986.00	All Year
Visual Arts/Industrial Technology	OBHS	Cornett	James	J.	1/2 of 7	0	$ 986.00	All Year
Foreign Language	OHS	Gavula	Erin	R	7	4	$ 2,760.00	All Year
Guidance Counselor	OHS	Naveau	Michael	P.	7	5	$ 2,958.00	All Year
Health/Physical Education/ Business/Family/Consumer Science	OHS	Little	Steven	L.	1/3 of 7	0	$ 657.33	All Year
Health/Physical Education/ Business/Family/Consumer Science	OHS	Shank	Linda	S.	1/3 of 7	10	$ 1,314.33	All Year
Health/Physical Education/ Business/Family/Consumer Science	OHS	Wells	Eric	B.	1/3 of 7	4	$ 920.00	All Year
Language Arts	OHS	Centa	Erin	C.	1/2 of 7	1	$ 1,084.50	All Year
Language Arts	OHS	Sweeney	Amanda	M.	1/2 of 7	1	$ 1,084.50	All Year
Mathematics	OHS	Humes	Elaine	K.	7	10	$ 3,943.00	All Year
Performing Arts	OHS	Beck	Michelle	L.	1/2 of 7	6	$ 1,577.50	All Year
Performing Arts	OHS	Brun	Ian	J.	1/2 of 7	10	$ 1,971.50	All Year
Science	OHS	Whalen	Mary	B.	7	0	$ 1,972.00	All Year
Social Studies	OHS	S.	Tyler	Shaw	7	4	$ 2,760.00	All Year
Special Education	OHS	Wester	Jessica	A.	1/2 of 7	3	$ 1,281.50	All Year
Special Education	OHS	Woolard	Christina	A.	1/2 of 7	2	$ 1,183.00	All Year
Technology	OHS	Harrison	Kaelin	E.	7	0	$ 1,972.00	All Year
Visual Arts/Industrial Technology	OHS	Harman	David	M.	1/2 of 7	6	$ 1,577.50	All Year
Visual Arts/Industrial Technology	OHS	Shawberry	Teresa	A.	1/2 of 7	10	$ 1,971.50	All Year
Foreign Language	OLHS	Baehr	Lisa	E.	1/2 of 7	5	$ 1,479.00	All Year
Foreign Language	OLHS	Fejko	Stephanie	A.	1/2 of 7	5	$ 1,479.00	All Year
Guidance Counselor	OLHS	Sisko	Bobbie	M.	7	5	$ 2,958.00	All Year
Health/Physical Education/ Business/Family/Consumer Science	OLHS	Underman	Abby	M.	7	5	$ 2,958.00	All Year
Language Arts	OLHS	Martin	Jill	R.	7	0	$ 1,972.00	All Year
Mathematics	OLHS	Dingus	James	R.	1/2 of 7	0	$ 986.00	All Year
Mathematics	OLHS	Hale	David	G.	1/2 of 7	5	$ 1,479.00	All Year
Performing Arts	OLHS	O'Neal	R.	Douglas	7	10	$ 3,943.00	All Year
Science	OLHS	Johnson	Erin	M.	7	4	$ 2,760.00	All Year
Social Studies	OLHS	Crandall	Linda	S.	7	3	$ 2,563.00	All Year
Special Education	OLHS	Kriss	Emily	L.	7	6	$ 3,155.00	All Year
Technology	OLHS	Hale	David	G.	1/2 of 7	5	$ 1,479.00	All Year
Technology	OLHS	Poindexter	Leeann	M.	1/2 of 7	3	$ 1,281.50	All Year
Visual Arts/Industrial Technology	OLHS	Heckelman	Nadene	L.	7	5	$ 2,958.00	All Year
Foreign Language	OOHS	Sink	Sonia	L.	7	10	$ 3,943.00	All Year
Guidance Counselor	OOHS	Otten	Pamela	L.	7	7	$ 3,352.00	All Year
Health/Physical Education/ Business/Family/Consumer Science	OOHS	Frye	Ginger	D.	1/2 of 7	10	$ 1,971.50	All Year
Health/Physical Education/ Business/Family/Consumer Science	OOHS	Wade	Claudia	A.	1/2 of 7	10	$ 1,971.50	All Year
Language Arts	OOHS	Vescelius	Andrea	L.	7	10	$ 3,943.00	All Year
Mathematics	OOHS	Burcham	Joanna	C.	7	10	$ 3,943.00	All Year
Performing Arts	OOHS	Brooks	Cheryl	E.	7	9	$ 3,746.00	All Year
Science	OOHS	Timmons	Jessica	P.	7	5	$ 2,958.00	All Year
Social Studies	OOHS	Jordan	John	R.	7	10	$ 3,943.00	All Year
Special Education	OOHS	Lower	Marcia	S.	1/2 of 7	9	$ 1,873.00	All Year

SUPPLEMENTAL CONTRACTS
2018-19 School Year
Recommended for Board of Education Approval on May 17, 2018

Supplemental Area	Location	Coach / Advisor			Contract			
		Last Name	First Name	Middle	Group	Step	Amount	Season
Special Education	OOHS	Brenning	Jennifer	L.	1/2 of 7	1	$ 1,084.50	All Year
Technology	OOHS	Guse	Kevin	R.	7	9	$ 3,746.00	All Year
Visual Arts/Industrial Technology	OOHS	Forney	Stephanie	J.	1/2 of 7	2	$ 1,183.00	All Year
Visual Arts/Industrial Technology	OOHS	Schmidt	Rory	J.	1/2 of 7	10	$ 1,971.50	All Year
District Department Chairs								
Diversity (K-12)	District	Thomas	Mikela	R.	7	4	$ 2,760.00	All Year
ELL (K-12)	District	Burggraf	Jennifer	M.	1/2 of 7	2	$ 1,183.00	All Year
ELL (K-12)	District	Aprile	Christina	L.	1/2 of 7	0	$ 986.00	All Year
Foreign Language (6-8)	District	Ralph	Ashlee	M.	7	10	$ 3,943.00	All Year
Gifted (K-8)	District	Dittman	Rebecca	S.	7	8	$ 3,549.00	All Year
Guidance (K-5)	District	Arie	Diana	C.	1/2 of 7	0	$ 986.00	All Year
Guidance (K-5)	District	Bickley	James	H.	1/2 of 7	2	$ 1,183.00	All Year
Guidance (6-8)	District	Davis	Jayme	M.	7	1	$ 2,169.00	All Year
Health/Physical Education (6-8)	District	Leonard	Katy	A.	7	5	$ 2,958.00	All Year
Media (K-12)	District	Starcher	Robyn	D.	7	2	$ 2,366.00	All Year
Performing Arts (K-5)	District	Miracle	Aileen	N.	1/2 of 7	7	$ 1,676.00	All Year
Performing Arts (K-5)	District	Walls	Lori	M.	1/2 of 7	10	$ 1,971.50	All Year
Performing Arts (6-8)	District	Kelley	Jessica	G.	7	5	$ 2,958.00	All Year
Physical Education (K-5)	District	DeVito	Abby	J.	1/2 of 7	0	$ 986.00	All Year
Physical Education (K-5)	District	Riebold	Kirsti	J.	1/2 of 7	3	$ 1,281.50	All Year
Special Education (K-5)*	District	Davis	Molly	K.	7	10	$ 3,943.00	All Year
Special Education (K-5)*	District	Baker	Brandie	R.	7	0	$ 1,972.00	All Year
Special Education (K-5)*	District	Schumacher	Andrea	N.	7	7	$ 3,352.00	All Year
Visual Arts (K-5)	District	Juravich	Jonathan	D.	1/2 of 7	6	$ 1,577.50	All Year
Visual Arts (K-5)	District	Stake	Jan	K.	1/2 of 7	10	$ 1,971.50	All Year
Visual Arts (6-8)	District	Lloyd	Kaitlyn	N.	7	1	$ 2,169.00	All Year
Diversity Liaisons								
Diversity Liaison	ACES	Dariano	Lauren	A.	1/2 of 7	0	$ 986.00	All Year
Diversity Liaison	ACES	Hale	Jason	R.	1/2 of 7	0	$ 986.00	All Year
Diversity Liaison	AES	Ailiff	Connie	J.	1/2 of 7	5	$ 1,479.00	All Year
Diversity Liaison	AES	Kendall	Jill	D.	1/2 of 7	0	$ 986.00	All Year
Diversity Liaison	CES	Cresap-Simpson	Alecia	A.	7	1	$ 2,169.00	All Year
Diversity Liaison	FTES	Agranoff	Cheryl	L.	7	5	$ 2,958.00	All Year
Diversity Liaison	GOES	Beabout	Bree	L.	1/2 of 7	2	$ 1,183.00	All Year
Diversity Liaison	GOES	Howard	Robin	L.	1/2 of 7	0	$ 986.00	All Year
Diversity Liaison	HES	Malone	Krista	M.	1/2 of 7	0	$ 986.00	All Year
Diversity Liaison	HES	Mickens	Shannon	M.	1/2 of 7	3	$ 1,281.50	All Year
Diversity Liaison	ISES	Rogers	Lindsey	L.	1/2 of 7	2	$ 1,183.00	All Year
Diversity Liaison	ISES	Thompson	Paul	J.	1/2 of 7	0	$ 986.00	All Year
Diversity Liaison	JCES	Conaway	Melanie	L.	1/2 of 7	5	$ 1,479.00	All Year
Diversity Liaison	JCES	Hyme	Krista	L.	1/2 of 7	1	$ 1,084.50	All Year
Diversity Liaison	LTES	Fisher	Christina	M.	1/2 of 7	2	$ 1,183.00	All Year
Diversity Liaison	LTES	Gunther	Lindsay	A.	1/2 of 7	1	$ 1,084.50	All Year
Diversity Liaison	OCES	Donovan	Shannon	M.	1/2 of 7	0	$ 986.00	All Year
Diversity Liaison	OCES	Politis	Laurel	A.	1/2 of 7	0	$ 986.00	All Year
Diversity Liaison	OMES	Henry	Amanda	K.	1/2 of 7	2	$ 1,183.00	All Year
Diversity Liaison	OMES	Lewis	Amy	M.	1/2 of 7	3	$ 1,281.50	All Year
Diversity Liaison	SRES	Pircio	Erika	J.	7	1	$ 2,169.00	All Year
Diversity Liaison	TRES	Thornton	Renee	N.	1/2 of 7	2	$ 1,183.00	All Year
Diversity Liaison	TRES	Wilker	Mary	E.	1/2 of 7	2	$ 1,183.00	All Year
Diversity Liaison	WCES	Hall	Amanda	C.	7	1	$ 2,169.00	All Year
Diversity Liaison	WRES	Gutierrez	Jamie	M.	1/2 of 7	4	$ 1,380.00	All Year
Diversity Liaison	WRES	Smith	Kathleen	J.	1/2 of 7	1	$ 1,084.50	All Year
Diversity Liaison	OHMS	Kirsten	Megan	E.	1/2 of 7	2	$ 1,183.00	All Year
Diversity Liaison	OHMS	Waltz	Elizabeth	L.	1/2 of 7	1	$ 1,084.50	All Year
Diversity Liaison	OOMS	Barkhurst	Brian	M.	7	5	$ 2,958.00	All Year
Diversity Liaison	OSMS	Foster	Kimberly	A.	7	5	$ 2,958.00	All Year
Diversity Liaison	OBHS	Gestosani	Amy	L.	7	0	$ 1,972.00	All Year
Diversity Liaison	OHS	McKnight	Selena	N.	7	2	$ 2,366.00	All Year
Diversity Liaison	OLHS	Heckman	Nance	E.	7	3	$ 2,563.00	All Year
Diversity Liaison	OOHS	Lewis Sr.	Stephen	M.	7	3	$ 2,563.00	All Year

CLASSIFIED CONTRACT RECOMMENDATIONS
2018-19 School Year
Recommended for Board of Education Approval on May 17, 2018

1 Year Contracts

AIDES
Boetcher, Arika
Hudson, Taylor
Ma, Bonnie
Oney, Christina
Orwig, Erica
Sheets, Andrea
Wymer, Dayna

FOOD SERVICE
Cuahuey, Elizabeth
Williams, Suzanne

TRANSPORTATION
Krebs, Randal

2 Year Contracts

AIDES
Bahen, Gregory
Baker, Karen
Bell, Elizabeth
Biesiadecki, Juliann
Bihler, Kristi
Blubaugh, Sarah
Flanagan, Jennifer
Gladman, Jill
Hamann, Pamela
Hewitt, Sarah
Howell, Vicki
Humrichouser, Karen
Jackson, Tamekia
Kinkead, Amy
Lapid, Victoria
Lehman, Margaret
Magnani, Danielle
Mangine, Ellen
McIntosh, Amy
McLaren, Taylor
Meade, Katherine
Moore, Gabrielle
Morse, Brenna
Patton, Lisa
Pollitt-Gore, Jamie
Ramsier, Kristan
Shiverdecker, Sally
Taylor, Sharon
Thompson, Jana
Whitcomb, Michelle

CLERKS
Curran, Lori

FOOD SERVICE
Bassler, Karrie
Bodnar, Michelle
Borisova, Tatyana
Chatto, Leslie
Gray, Mindy
Henson, Debra
McCloskey, Cynthia
Murray, Annette
Rittenhouse, Christine

SECRETARIES
Bennett, Latoya
Blackburn, Tracy
Bleedorn, Traci
Coffman, Joetta
Frase, Jill
Gellner, Dawn
Griffiths, Kris
Keels, Kimberly
Lichtenberg, Tracey
Peters-Ryan, Jennifer
Wegesin, Jessica

TECHNOLOGY
Donahue, Gavin
Kraus, Dustin
Munn, Casey
Shultz, David
Winters, David

TRANSPORTATION
Seymour, Marsha

Continuing Contracts

AIDES
Beekman, Erica
Belinger, Jennifer
Billy, Melissa
Brennan, Lori
Bruening, Marianne
Buck, Sandra
Coniglio, Heidi
Cropper, Brittney
Curtis, Darin
Dasbach, Cynthia
Dennis, Scott
Dewese, Dwight
Fraser, Becky
Koon, Lindley
Kufrin, Jane
Lyberger, Dennis
Montgomery, Jaimee
Nice, Lindsay
Nobile, Constance
Ramey, Brent
Real, Sherry
Reed, Lisa
Sendelbach, Elisa
Shopbell-Petroschek, April
Slaughter, Paula
Transue, Kelly

CLERK
Royer, Deborah

FOOD SERVICE
Abbott, Emily
Baker, Eileen
Brown-Hershey, Melissa
DeLoss, Nikki
Ensign, Tamara
Harianja, Ester
Heis, Jennifer
Hitzemann, Mary
Hughes, Candace
Irelan, Lori
Kraner, Annamarie
Langhirt, Shannon
Martin, Angela
Modiselle, Maureen
Pavlovich, Judith
Runyon, Elise
Swenson, Christine
Tippie, Ellen

SECRETARIES
Cox, Michele
Davis, Charlotte
Margolies, Laura
Scherman, Teresa

TECHNOLOGY
Wheeler, John

TRANSPORTATION
Schaefer, Mark

TREASURER
Gay, Kandace

CLASSIFIED ADDITIONAL CONTRACT DAYS
2017-18 and 2018-19School Year
Recommended for Board of Education Approval on May 17, 2018

June (for closing the 2017-18 school year)		
Elementary Buildings	Office Aides	2 days
Middle School Buildings	Office Aides	2 days
July and **August** (for opening the 2018-19 school year)		
Elementary Buildings	Office Aides	2 days
Middle School Buildings	Athletic/Guidance Aides	10 days
Berlin High School	Office Aide	2 days
Berlin High School	Library Aide	2 days

CLASSIFIED SUBSTITUTES

2018-19 School Year

Recommended for Board of Education Approval on May 17, 2018

Abramowitz, Haley
Adams, Tina
Allen, Amanda N.
Alshire, Madison A.
Anderson, Kory T.
Applegate, Jack D.
Archer, Betty J.
Arena, Nicole
Armentrout Jr., Jeffrey D.
Armstrong, Mary J.
Arunkumar, Suganya
Bartz, Andrew P.
Barwinski, Karen J.
Bay, Diana D.
Beardsley, Amy I.
Beattie, Julie
Breault, Gil J.
Brinckerhoff, Jennifer R.
Bruck, Anna
Bruncak, Melissa M.
Burkhart, Theresa A.
Butcher, Jacob T.
Butzier, Amy M.
Callison, Shonda L.
Camacho, Samuel R.
Chirico, Anthony J.
Christy, Collin T.
Clark, Austin
Clark, Roseland F.
Clifford, Mitchell J.
Cook, Holly A.
Cooke, Trudy D.
Coy, Jennifer A.
Cullen, Suzanne M.
Davis, James S.
Day, Melissa L.
Dempsey, Alane L.
Deroy, Wendy
Devine , Debra C.
Devnani, Sangeeta
Dewani, Lily
Diehr, Kelley E.
Korinko, Rebecca L.
Kreutzer, Adam L.
Lambert, Alicia
Lauria, Daniel J.
Linehan, Michael A.
Love, Bryce C.
Lucas, Julie A.
Lynch, Judith P.
Maloon, Jerry
Marker, Todd
McCollum, Lisa
McGlone, Gary R.
Meixner, Phillip M.
Messmer, Shannon A.
Metcalf, Alice J.
Metzger, Jacob P.
Meyer, Gabriel J.
Michael, Samantha A.
Michaelides, Jackie Z.
Miller, Tyler S.
Miller, Cheryl L.
Mitchell, Spencer T.
Monago, Rebecca S.
Montgomery, Eugena L.
Moorman, Charlotte
Morris, Marsha
Myles, Caroline V.
Nagode, Michael
Naguleswaran, Dhamayanthy
Narayanam, Nandini
Nespeca, Dominic D.
Neuman, LeeAnn
O'Reilly, Garrett P.
Osborne, Barbara L.
Paolo, Joseph
Passarella, Nancy M.
Patel, Nimisha
Patel, Pratima H.
Patel, Rekha H.
Patinjara Purayil, Smitha
Pearson, Rhyan
Person, Sharon A.

CLASSIFIED SUBSTITUTES

2018-19 School Year

Recommended for Board of Education Approval on May 17, 2018

Diguilio, Cheryl L.
Divaratne, Samanthika R.
Drosos, Katherine L.
Dupont, Sarah J.
Durst, Monquie R.
Durst, Noah
Durst, Samuel R.
Echenrode, Jill H.
Efstathiou, Kalliopi
Evanko, Kimberly A.
Evans, Michelle C.
Fioresi, Larae P.
Fletcher, Cheyenne
Forbes, Ryan A.
Fraser, Hugh H.
Galloway, Tyler S.
Gebhardt, Kendra P.
Giles, Cynthia B.
Glason, Cheryl
Glinka, Lori T.
Gochenour, Gregory E.
Gordon, Cole
Grant, Jon M.
Grashel, Kristin K.
Guastella, Charlotte
Hagerman, Melissa D.
Hall, Maxwell T.
Haney, Stacey K.
Harrell, Beth
Hazel, Suzanne M.
Heidenreich, Linda A.
Hersey, Mariah J.
Higgins, Terri B.
Hoffmann, Collin J.
Hofstetter, Robert
Holehouse, Rhonda J.
Holland, Tanner L.
Hollenback, Kevin
Hopkins, Gabrielle E.
Hughes, Mary E.
Hunter, Heather M.
James, Loretta
Jankowski, Laurie A.
Jarzabek, Kelly B.
Polk, Rosanna C.
Profio, Blake A.
Profio, Shane
Puchovich. Stacie L.
Quinn, Adam E.
Rankin, James B.
Richmond, Everce W.
Riep, Marilyn
Roberts, Kim A.
Robson, Alicia L.
Runyon, Garrett W.
Rusnak, Georgene L.
Rustagi, Sonika
Ryan, Alycia M.
Scherman, Adam R.
Schlagenhaft, Kathy J.
Schmersal, Alexander M.
Schmidt, Hayden R.
Schueren, Anne P.
Severence, Kyler
Shealy, Kathleen K.
Sherrow, Bernice L.
Shults, Mary A.
Skidmore, Zachary A.
Skidmore, Melissa E.
Smith, Mark A.
Snyder, Mary J.
Soundarajan, Chitra
Starn, Graham T.
Stevens, Daniel R.
Strawser, William
Szasz, Sara E.
Taylor, Judy M.
Terry, Vanessa K.
Thomas, Heather L.
Travis, Gordon A.
Tuccoarone, Bethany M.
Vartorella, Julie A.
Varughese, Vinoyi
Viers, Justin D.
Vincent, Nancy R.
Waite, Karen S.
Walker Jr., Robert E.
Walmiki, Ashwini S.

CLASSIFIED SUBSTITUTES

2018-19 School Year

Recommended for Board of Education Approval on May 17, 2018

Jordan, Wesley S.
Juttner, Brian P.
Kabelac, Mary Alice
Kaufmann, Elizabeth A.
Kearns, David
Kickbusch, Stacey J.
Kimbro, Rico
Kindberg, Kelly
Kistler, Jennifer
Klekotka, Karin A.
Kletrovetz, Cheryl
Knowlton, Kimberly M.
Koehler, Owen A.
Koerber, Mary Alice
Ward, Ashley R.
Ward V., William E.
Wenner, David M.
Werner, Melissa
Wiltjer, Jill D.
Wong, Jill A.
Wray, Sally K.
Yadav, Anita
Zajdel, Lelia R.
Zappitelli, Stephanie A.
Zaremba, Christine A.

CLASSIFIED POSITION(S) PAID THROUGH MEMORANDUM BILLING
2018-19 School Year
Recommended for Board of Education Approval on May 17, 2018

Employee Name			Position	Hours	Salary	
Last Name	First Name	MI			Per Hour	Total
Summer Intervention Academy 2018 (SIA '18)						
Bale	Charissa	M.	Nurse Aide, OOMS	0.00	$ -	$ 600.00
Bauknecht	Amy		Classroom Aide, OOMS	0.00	$ -	$ 1,120.00
Bell	Elizabeth	K.	Classroom Aide, OOMS	0.00	$ -	$ 1,120.00
Bennett	Carrie	M.	Classroom Aide, WCES	0.00	$ -	$ 1,120.00
Bihler	Kristi	J.	Classroom Aide, JCES	0.00	$ -	$ 560.00
Billy	Melissa	J.	Classroom Aide, WCES	0.00	$ -	$ 1,120.00
Buck	Sandra	A.	Classroom Aide, OLMS	0.00	$ -	$ 1,120.00
Coniglio	Heidi	A.	Classroom Aide, OOMS	0.00	$ -	$ 1,120.00
Coy	Jennifer	A.	Classroom Aide, OLSD	0.00	$ -	$ 1,120.00
Cullen	Suzanne		Classroom Aide, OLSD	0.00	$ -	$ 560.00
Dahlke	Jamie	L.	Classroom Aide, OLHS	0.00	$ -	$ 560.00
Dasbach	Cynthia	C.	Classroom Aide, OSMS	0.00	$ -	$ 1,120.00
Day	Melissa		Classroom Aide, OLSD	0.00	$ -	$ 1,120.00
Gingrich	Deanna	M.	Nurse Aide, ISES	0.00	$ -	$ 600.00
Gough	Deborah	A.	Classroom Aide, OCES	0.00	$ -	$ 1,120.00
Hamann	Pamela	S.	Classroom Aide, WCES	0.00	$ -	$ 560.00
Howell	Vicki		Nurse Aide, OA	0.00	$ -	$ 600.00
Kelley	Alyssa	A.	Classroom Aide, GOES	0.00	$ -	$ 1,120.00
Kinkead	Amy	R.	Nurse Aide, OLMS	0.00	$ -	$ 600.00
Mangine	Ellen	M.	Classroom Aide, OLMS	0.00	$ -	$ 1,120.00
McElroy	Debra	L.	Classroom Aide, AES	0.00	$ -	$ 1,120.00
Moneypenny	Nina	S.	Classroom Aide, FTES	0.00	$ -	$ 1,120.00
Moore	Julie	A.	Classroom Aide, OLHS	0.00	$ -	$ 1,120.00
Nobile	Constance	L.	Classroom Aide, OHMS	0.00	$ -	$ 560.00
Pittroff	Catherine	E.	Classroom Aide, GOES	0.00	$ -	$ 1,120.00
Sexton	Amy	N.	Classroom Aide, OLSD	0.00	$ -	$ 560.00
Shopbell-Petroschek	April	D.	Classroom Aide, OSMS	0.00	$ -	$ 1,120.00
Sullivan	Kristen	L.	Classroom Aide, OCES	0.00	$ -	$ 1,120.00
Tudor-Stegner	Kari		Classroom Aide, SRES	0.00	$ -	$ 1,120.00
Turon	Mary	C.	Classroom Aide, OOHS	0.00	$ -	$ 1,120.00
Walmiki	Ashwini		Classroom Aide, OLSD	0.00	$ -	$ 560.00
Wang	Renee	L.	Classroom Aide, AES	0.00	$ -	$ 1,120.00
Wiemels	Annette	Q.	Classroom Aide, OLHS	0.00	$ -	$ 560.00

Berlin High School Clubs for Approval Summary

#	Year	School	Club name	Sponsor	Submitted
155	2018-19	OBHS	2nd and 7th Reading Club	Spinner	5/2/2018
136	2018-19	OBHS	Art Club	Spinner	4/24/2018
137	2018-19	OBHS	Bear Builders Club (Mentors)	Spinner	4/24/2018
156	2018-19	OBHS	Bear Tech Club	Spinner	5/2/2018
139	2018-19	OBHS	Bears Den (Diversity/Inclusion)	Spinner	4/24/2018
157	2018-19	OBHS	Board Game Club	Spinner	5/2/2018
138	2018-19	OBHS	Broadcast Journalism	Spinner	4/24/2018
158	2018-19	OBHS	Claws Team	Spinner	5/2/2018
140	2018-19	OBHS	Drama/Theater Club	Spinner	4/24/2018
159	2018-19	OBHS	Environmental Club	Spinner	5/2/2018
141	2018-19	OBHS	French Club	Spinner	4/24/2018
142	2018-19	OBHS	Freshman Class Cabinet	Spinner	4/24/2018
143	2018-19	OBHS	German Club	Spinner	4/24/2018
161	2018-19	OBHS	HOSA (Health Ocupations Studnets of America)	Spinner	5/2/2018
162	2018-19	OBHS	In the Know	Spinner	5/2/2018
144	2018-19	OBHS	Interact Club	Spinner	4/24/2018
145	2018-19	OBHS	Junior Class Cabinet	Spinner	4/24/2018
146	2018-19	OBHS	Literary Magazine	Spinner	4/24/2018
147	2018-19	OBHS	Math Club	Spinner	4/24/2018
148	2018-19	OBHS	National Honor Society	Spinner	4/24/2018
149	2018-19	OBHS	Newspaper	Spinner	4/24/2018
163	2018-19	OBHS	Pep Club	Spinner	5/2/2018
150	2018-19	OBHS	Science Olympiad	Spinner	4/24/2018
164	2018-19	OBHS	Senior Class Cabinet	Spinner	5/2/2018
165	2018-19	OBHS	Service Club	Spinner	5/2/2018
151	2018-19	OBHS	Sophomore Class Cabinet	Spinner	4/24/2018
152	2018-19	OBHS	Spanish Club	Spinner	4/24/2018
166	2018-19	OBHS	Speech and Debate Club	Spinner	5/2/2018
153	2018-19	OBHS	Student Council	Spinner	4/24/2018
154	2018-19	OBHS	Yearbook	Spinner	5/2/2018

#155

RECEIVED
MAY 01 2018

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
_____obhs_____

Activity Name: 2nd and 7 reading program_____

Purpose:_____To give students the opportunity to come together and work on reading skills with other students for the common goal of improvement in the area of reading.

Major Types of Revenue: donations and fundraisers_____

Major Types of Expenditures: shirts, wristbands, prizes_____

_____ Building Principal

_____ Sponsor

_____ Business Manager

_____ Date submitted

136

RECEIVED
APR 24 2018
Jana

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School: ____obhs_____

Activity Name: ___art club_____

Purpose:_____to allow students to use art talents for school and the community_____

Major Types of Revenue: _____dues, spring arts festival tee shirt sales

Major Types of Expenditures: _____suppllies for materials – donations to fundraisers and t shirts

Building Principal

Sponsor

Business Manager

Date submitted

Rulght 4/26/18

#137

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement



School:
____obhs_____

Activity Name – bear builders club (mentors)

Purpose:____build the culture of the building and mentor studetns – positive culture

Major Types of Revenue: sales and donations_____

Major Types of Expenditures: printing – supplies – dues and subscriptions

Building Principal

Sponsor

Business Manager

Date submitted

Rulght 4/24/18

#138

RECEIVED
APR 24 2018
Jana

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
____obhs_____

Activity Name: broadcast journalism

Purpose:_____Broadcast club is an extension of the classroom and kids will learn ethics of news and journalism _____

Major Types of Revenue: _____ads and on line donations and call in donations

Major Types of Expenditures: _____equip – staff events

Building Principal

Sponsor

Business Manager

Date submitted

Rwght 4/26/18

#139



OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
____obhs_____

Activity Name – Bears DEN

Purpose:_____fosters friendship – equality acceptance and other great things with the building
Random acts of kindness _____
Diversity + Inclusion

Major Types of Revenue: _bake sales, ice cream social – movie night

Major Types of Expenditures: _____supplies

Building Principal

Sponsor

Business Manager

Date submitted

Rwright 4/24/18

156

RECEIVED
MAY 0 1 2018

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
_____obhs_____

Activity Name: bear tech club

Purpose:_____to give students the opportunity to build things with technology and work in that field with educational professionals.

Major Types of Revenue: donations and fundraisers and dues_____

Major Types of Expenditures: shirts, wristbands, prizes, supplies, trips_and supplies_____

Building Principal

Sponsor

Business Manager

Date submitted

#154

RECEIVED
MAY 01 2018

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
_____obhs_____

Activity Name: Board game club_____

Purpose:_____To give students the opportunity to come together and play games and create positive thoughts while engaging in friendly and sportsmanlike board game competition. This also allows them to bond in a friendly and educational way..

Major Types of Revenue: donations and fundraisers_____

Major Types of Expenditures: shirts, wristbands, prizes_____

_____ _____
Building Principal Sponsor

_____ _____
Business Manager Date submitted

#158

RECEIVED
MAY 01 2018

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
_____obhs_____

Activity Name: CLAWS TEAM

Purpose:_____to give students the opportunity to reward other students and staff members for doing great things in and around the building. This would include academic, extra curricular and athletic awards. Also, over all culture and climate awards and incentives. In addition, they would mentor all students and develop a positive culture and climate. This club would work closely with the renaissance team as well.

Major Types of Revenue: donations and fundraisers and dues_____

Major Types of Expenditures: shirts, wristbands, prizes, supplies, trips_and supplies_____

Building Principal

Sponsor

Business Manager

Date submitted

#140

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

RECEIVED
APR 24 2018
Jenn

School:
____obhs_____

Activity Name: drama / theater club

Purpose:_____educate students on all aspects of theater as a performing art

Major Types of Revenue: _ticket sales - fees and donations

Major Types of Expenditures: _____plays and musical needs, costumes and makeup Royalties and food and personel

Building Principal

Sponsor

Business Manager

Date submitted

Rulght 4/24/18

159



OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
_____obhs_____

Activity Name: environmental club_____

Purpose:_____To give students the opportunity to come together and work on serving the environmental needs of the area around the building and the community,.

Major Types of Revenue: donations and fundraisers and dues_____

Major Types of Expenditures: shirts, wristbands, prizes, supplies, trips_____

_____ Building Principal

_____ Sponsor

_____ Business Manager

_____ Date submitted

#141

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

RECEIVED
APR 24 2018
Jana

School:
____obhs_____

Activity Name – French club

Purpose:_____learn about French culture and language outstide of the classroom

Major Types of Revenue: _dues – t shirts – fundraising and donations

Major Types of Expenditures: _____supplies - snacks – t shirts

Building Principal

Sponsor

Business Manager

Date submitted

Rwight 4/26/18

#142

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement



School:
____obhs_____

Activity Name: freshman class cabinet

Purpose:_____freshman class cabinet is to allow students in this class ro have a true and successful hs
experience_____

Major Types of Revenue: _ticket sales from dance and other class activities_____

Major Types of Expenditures: _____dj, venue and decorations and other activities

Building Principal

Sponsor

Business Manager

Date submitted

Rwlg 4/26/18

#143

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

RECEIVED
APR 24 2018
Jana

School:
____obhs_____

Activity Name – german club

Purpose:_____learn about german culture and language outstide of the classroom

Major Types of Revenue: _dues – t shirts – fundraising and donations

Major Types of Expenditures: _____supplies - snacks – t shirts

Building Principal

Sponsor

Business Manager

Date submitted

Rec'd 4/24/18

RECEIVED
MAY 0 1 2018

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
_____obhs_____

Activity Name: HOSA (Health Occupations students of America

Purpose:_____To give students the opportunity to come together and work on serving the HOSA needs of the community. ,.

Major Types of Revenue: donations and fundraisers and dues_____

Major Types of Expenditures: shirts, wristbands, prizes, supplies, trips_____

Building Principal

Sponsor

Business Manager

Date submitted

144

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

RECEIVED
APR 24 2018
Jana

School:
____obhs_____

Activity Name – interact club

Purpose:_____service to the community with community partners

Major Types of Revenue: spririt night tee shirt sales
dues_____

Major Types of Expenditures: _____supplies - snacks – t shirts

Building Principal

Sponsor

Business Manager

Date submitted

Rubright 4/24/18

#162

RECEIVED
MAY 01 2018

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
_____obhs_____

Activity Name: in the know

Purpose:_____Students will have the opportunity to compete in an educational environment and get stronger educationally ,.

Major Types of Revenue: donations and fundraisers and dues_____

Major Types of Expenditures: shirts, wristbands, prizes, supplies, trips_____

_____ Building Principal

_____ Sponsor

_____ Business Manager

_____ Date submitted

#145

RECEIVED
APR 24 2018
Lena

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
____obhs_____

Activity Name: jr class cabinet

Purpose:_____junion class cabinet is to allow students in this class ro have a true and successful hs experience_____

Major Types of Revenue: _ticket sales from dance and other class activities_____

Major Types of Expenditures: _____dj, venue and decorations and other activities

Building Principal

Sponsor

Business Manager

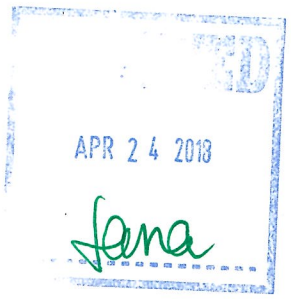
Date submitted

RWright 4/26/18

#146

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement



School:
____obhs_____

Activity Name – literary mag

Purpose:_____host meetings and make a mag to highlite kids talents in the literary arts

Major Types of Revenue: t shirts
dues_____

Major Types of Expenditures: _____supplies - snacks – t shirts

_____
Building Principal

_____
Sponsor

_____
Business Manager

_____
Date submitted

Rwright
4/24/18

#147

RECEIVED
APR 24 2018
Jena

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
____obhs_____

Activity Name – math club

Purpose:_____host meetings to highlite kids talents in math_____

Major Types of Revenue: t shirts
dues_____

Major Types of Expenditures: _____supplies - snacks – t shirts

Building Principal

Sponsor

Business Manager

Date submitted

Rwight
4/24/18

#148

RECEIVED
APR 24 2018
Jana

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
____obhs_____

Activity Name – NHS

Purpose:_____recognize achievement students achievement and character_____

Major Types of Revenue: dues_____

Major Types of Expenditures: _____induction and grad supplies_supplies - snacks – t shirts – competition fees hotels

Building Principal

Sponsor

Business Manager

Date submitted

RWght
4/24/18

#149

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement



School:
____obhs_____

Activity Name newspaper

Purpose:_____publicize monthly news mag – website

Major Types of Revenue: sales and donations_____

Major Types of Expenditures: printing – supplies – dues and subscriptions

Building Principal

Sponsor

Business Manager

Date submitted

RWright 4/24/18

#163

RECEIVED
MAY 01 2018
Jana

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
_____obhs_____

Activity Name: pep club / renaissance team

Purpose:_____to give students the opportunity to reward other students and staff members for doing great things in and around the building. This would include academic, extra curricular and athletic awards. Also, over all culture and climate awards and incentives.

Major Types of Revenue: donations and fundraisers and dues_____

Major Types of Expenditures: shirts, wristbands, prizes, supplies, trips_and supplies_____

_____ Building Principal

_____ Sponsor

_____ Business Manager

_____ Date submitted

#164

RECEIVED
MAY 01 2018
Jana

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
_____obhs_____

Activity Name: senior class cabinet

Purpose:_____to give students the opportunity to work on things as a class and make the school a better place to be_____

_____

_____

_____

Major Types of Revenue: donations and fundraisers and dues_____

_____

_____

Major Types of Expenditures: shirts, wristbands, prizes, supplies, trips_and supplies_____

_____

_____

_____
Building Principal

_____
Sponsor

_____
Business Manager

_____
Date submitted

Ryd

RECEIVED
MAY 0 1 2018
Jana

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
_____obhs_____

Activity Name: service club_____

Purpose:_____To give students the opportunity to come together and work on serving others for the common goal of everyone!_____

Major Types of Revenue: donations and fundraisers and dues_____

Major Types of Expenditures: shirts, wristbands, prizes, supplies_____

_____ _____
Building Principal Sponsor

_____ _____
Business Manager Date submitted

#150

RECEIVED
APR 24 2018
Jana

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
____obhs_____

Activity Name – science olympiad

Purpose:___compete in science competitions

Major Types of Revenue: sales

Major Types of Expenditures: printing – supplies – dues and subscriptions

Building Principal

Sponsor

Business Manager

Date submitted

Rudght
4/26/18

#151

RECEIVED
APR 24 2018
Jana

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
____obhs_____

Activity Name: sophomore class cabinet

Purpose:_____sophomore class cabinet is to allow students in this class ro have a true and successful hs
experience_____

Major Types of Revenue: _ticket sales from dance and other class activities_____

Major Types of Expenditures: _____dj, venue and decorations and other activities

Building Principal

Sponsor

Business Manager

Date submitted

RWright 4/24/18

#152

RECEIVED
APR 24 2018
Jena

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
____obhs_____

Activity Name – Spanish club

Purpose:__speak the language outsode of class and learn the culture

Major Types of Revenue: dues

Major Types of Expenditures: t shirts food and inductions

Building Principal

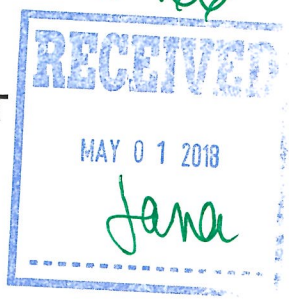
Sponsor

Business Manager

Date submitted

Rulght
4/24/18

16



OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
_____obhs_____

Activity Name: speech and debate

Purpose:_____Students will have the opportunity to compete in an educational environment and test their oracle skills against other schools and get stronger educationally ,.

Major Types of Revenue: donations and fundraisers and dues_____

Major Types of Expenditures: shirts, wristbands, prizes, supplies, trips_____

_____ Building Principal

_____ Sponsor

_____ Business Manager

_____ Date submitted

Ryl 5/4

153

RECEIVED
APR 24 2018
Jana

OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
____obhs_____

Activity Name – Student council

Purpose:__elected students to provide student leadership

Major Types of Revenue: dues

Major Types of Expenditures: t shirts food and inductions

Building Principal

Sponsor

Business Manager

Date submitted

RWright 4/24/18

154



OLENTANGY LOCAL SCHOOL DISTRICT

Student Activity Purpose Statement

School:
____obhs_____

Activity Name – yearbook

Purpose:__publicize recoreds and memories

Major Types of Revenue: sales – donations and fundratisers

Major Types of Expenditures: t shirts food and inductions – printing and camps and dues

Building Principal

Sponsor

Business Manager

Date submitted

RWright 4/24/18

OLENTANGY LOCAL SCHOOLS

Alum Creek
2515 Parklawn Drive
Lewis Center, OH 43035
740-657-4600

Arrowhead
2385 Hollenback Lewis Center, OH 43035
740-657-4650

Cheshire
2681 Gregory Road
Delaware, OH 43035
740-657-5750

Freedom Trail
6743 Bale Kenyon Road
Lewis Center, OH 43035
740-657-5700

Glen Oak
7300 Blue Holly Drive
Lewis Center, OH 43035
740-657-5500

Heritage
679 Lewis Center Road
Lewis Center, OH 43035
740-657-5000

Indian Springs
3828 Home Road
Powell, OH 43035
740-657-4950

Johnnycake Corners
6783 Falling Meadows
Galena, OH 43021
740-657-4600

2018-19 ELEMENTARY STUDENT & PARENT HANDBOOK EXHIBIT

Liberty Tree
6877 Sawmill Parkway
Powell, OH 43065
740-657-5600

Oak Creek
1256 Westwood Drive
Lewis Center, OH 43035
740-657-4700

Olentangy Meadows
8950 Emerald Hill Drive
Lewis Center, OH 43035
740-657-5550

Scioto Ridge
8751 Big Bear Avenue
Powell, OH 43065
740-657-4800

Tyler Run 580 Salisbury Drive
Powell, OH 43065
740-657-4900

Walnut Creek 5600 Grand Oak Blvd. Galena, OH 43021 740-657-4750

Wyandot Run
2800 Carriage Road
Powell, OH 4850
740-657-4850

Last adoption date: May 18, 2017

Table of Contents

INTRODUCTION 1
LETTER FROM THE PRINCIPAL 1
FOREWARD 1
MISSION STATEMENT 1
VISION STATEMENT 1
DISTRICT INFORMATION SOURCES 2
EQUAL EDUCATION OPPORTUNITY / PROHIBITION AGAINST DISCRIMINATION 2
FEDERAL/STATE/LOCAL COMPLIANCE 3
ONLINE ACCESS TO STUDENT INFORMATION 3
SCHOOL CLOSINGS AND DELAYS 3
ATTENDANCE 4
GENERAL ATTENDANCE INFORMATION 4
ABSENCES, TARDINESS, AND TRUANCY 4
EXCUSED ABSENCES 5
UNEXCUSED ABSENCES 6
ILLNESS WHILE AT SCHOOL 6
EARLY DISMISSAL OF STUDENTS 6
CO-CURRICULAR PARTICIPATION 6
SPECIAL ABSENCES: ALTERNATE LEARNING EXPERIENCE (ALE) AND STUDENT VACATIONS DURING THE SCHOOL YEAR 6
WITHDRAWAL FROM SCHOOL 7
CODE OF CONDUCT 8
CODE OF CONDUCT RULES 9
DISCIPLINE OPTIONS 12
ALCOHOL, TOBACCO, AND DRUG PREVENTION GUIDELINES 16
BUS RULES 22
BUS PASSES 26
CAFETERIA RULES 26
CONFIDENTIALITY IN REGARDS TO SEXUAL HARASSMENT AND SEXUAL VIOLENCE 27
COURT REFERRAL 27
DRESS CODE 27
DUE PROCESS AND RIGHT OF APPEAL 28
HAZING, HARASSMENT, INTIMIDATION, BULLYING, AND SEXUAL HARASSMENT 28
PLAYGROUND RULES 32
PARENTAL SUPERVISION AT EVENTS 32
QUESTIONING OF STUDENTS 32
SCHOOL'S RIGHT TO SEARCH 33
SECURITY RECORDINGS 33
WEAPONS AND/OR DANGEROUS ORDNANCE 33
CURRICULUM, INSTRUCTION, AND ASSESSMENT 34
ACADEMIC ACCELERATION, EARLY ENTRANCE TO KINDERGARTEN, AND EARLY HIGH SCHOOL GRADUATION 34
ELEMENTARY SCHOOL COUNSELOR SERVICES 35
ELEMENTARY GIFTED SERVICES 35
EQUITY AND INCLUSION PROGRAM 36

DRAFT

FIELD TRIPS 36
HOMEWORK 37
JOHN PETERSON / AUTISM SCHOLARSHIP PROGRAM 37
LIBRARY/MEDIA CENTER 38
RELEASE TIME FOR RELIGIOUS EDUCATION 38
RESPONSE TO INTERVENTION / MULTI-TIERED SYSTEM OF SUPPORT (RTI/MTSS) 38

TECHNOLOGY USAGE POLICY 39

GRADING 42
REPORT CARDS 43

HEALTH AND SAFETY 43
HEALTH REGULATIONS 43
ANIMALS IN SCHOOLS AND ELSEWHERE ON DISTRICT PROPERTY 44
CONCUSSIONS 45
CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES 45
DISTRICT SAFETY PLAN 45
HAND WASHING PROTOCOL 46
HEALTH SCREENINGS 46
HOMEBOUND INSTRUCTION 46
ILLNESS/INJURY 46
MEDICAL CONCERNS 46
NON-SMOKING/"VAPING" POLICY 46
PLAYGROUND SAFETY/ACCEPTABLE TEMPERATURE 47
SPEAK UP! STUDENT HELP! LINE 47
SUICIDE PREVENTION RESOURCES 47

GENERAL INFORMATION 48
COPYRIGHT INFRINGEMENT 48
FEES 48
FEE COLLECTIONS AND FEE WAIVERS 48
FOOD SERVICE 49
FUNDRAISING ACTIVITIES 49
INTRADISTRICT TRANSFERS 49
LOCKER ASSIGNMENTS 50
LOST AND FOUND 50
PARTIES 50
POSTERS / COMMUNITY ANNOUNCEMENTS 50
PROCEDURES TO RESOLVE PARENT/TEACHER DISAGREEMENTS 50
RELEASE OF STUDENT PHOTOS AND WORK ONLINE 51
RELEASE OF STUDENT PHOTOS, MEDIA, AND INTERVIEWS 52
RELEASE OF STUDENT RECORDS 52
RIDING BIKES/SCOOTERS TO SCHOOL 53
RIGHTS REGARDING SURVEYS 53
SPECIAL DELIVERIES TO SCHOOL 53
STAFF GIFTS 54
TELEPHONE USE 54
UNAUTHORIZED USE OF THE BUILDING 54
VALUABLE PERSONAL PROPERTY 54

DRAFT

VISITORS 54
VOLUNTEERS 55

BOARD OF EDUCATION

- Mindy Patrick — President
- Kevin O'Brian — Vice President
- Roger Bartz — Board Member
- Julie Wagner Feasel — Board Member
- Dave King — Board Member

OLENTANGY LOCAL SCHOOLS

Administrative Offices

7840 Graphics Way

Lewis Center, OH 43035

740-657-4050

http://www.olentangy.k12.oh.us

DRAFT

INTRODUCTION

LETTER FROM THE PRINCIPAL

Dear Parent/Guardian,

On behalf of the entire staff, we take great pride in welcoming you to ~~y~~our elementary schools. It is essential that parents read the Student Handbook and that students are made aware of its contents. We are more than happy to answer any questions or concerns that you may have. We encourage your active involvement in your child's education. A strong partnership between home and school can greatly benefit your child as he/she grows and matures.

It is a pleasure to have you as a member of the Olentangy family. We are looking forward to working with each and every one of you as we embrace the new school year, continue to build on a tradition of academic excellence and provide a positive learning experience.

Best wishes for a successful school year!

Sincerely,

Olentangy Elementary Principals

FOREWARD

The Olentangy Local School District (OLSD) Student Handbook was developed to answer many of the commonly asked questions that you and your parents may have during the school year and to provide specific information about certain board policies and procedures. Please take time to become familiar with the important information contained in this handbook and keep the handbook available for reference. Please note that the majority of information in our handbooks is standardized and applies to all students K-12. If you have any questions that are not addressed in this handbook, you are encouraged to talk to your teachers or the building principal. This handbook replaces all prior handbooks and other written material on the same subjects. If any of the policies or administrative guidelines referenced herein are revised, the language in the most current policy or administrative guideline prevails. Copies of current board policies and administrative guidelines are available ~~from the building principal and~~ on the district's website CLICK HERE.

MISSION STATEMENT

OUR MISSION IS TO FACILITATE MAXIMUM LEARNING FOR EVERY STUDENT

VISION STATEMENT

TO BE THE RECOGNIZED LEADER FOR HIGH PERFORMANCE AND EFFICIENCY IN EDUCATION

The vision of the District illustrates the Board of Education's commitment to achieve a level of excellence, while continuously adapting to meet the challenges of the future.

DRAFT

DISTRICT INFORMATION SOURCES

Olentangy offers a variety of ways to keep up with important news and information on our school district:

- **Website**: The district's site offers a wealth of information about Olentangy, including building information, district policies, school closings and delays, kindergarten registration, Board of Education meeting minutes, Top News, the district Continuous Improvement Plan and curriculum maps. Make sure you regularly visit the district's website, please CLICK ~~–~~HERE or go to http://www.olentangy.k12.oh.us .
- **Email Notification System**: Receive news, announcements and updates from Olentangy straight to your email inbox and / or smartphone. Parents / guardians of Olentangy students are automatically registered for email notifications based on their PowerSchool account information. To learn more, visit http://www.olentangy.k12.oh.us/domain/55.
- **Calling System:** Parent/guardian calling, email and text message contact information is based on their PowerSchool account. For instructions on how to update your PowerSchool account information, please CLICK HERE or visit: http://www.olentangy.k12.oh.us/Page/1858.
- **Social Media**: Follow the district on Facebook at http://www.facebook.com/olentangylocalschools, and on Twitter at @OlentangySD.
- **Mobile App:** The district's mobile app allows you to receive customizable school news, school building and district calendars, push notifications, texts messages, phone calls and more – all sent directly to your smartphone and mobile devices. The "Olentangy Local SD" app is available for download for iPhone and Android users in the app store (iTunes, Google Play) on their mobile device.

EQUAL EDUCATION OPPORTUNITY / PROHIBITION AGAINST DISCRIMINATION

This District provides an equal educational opportunity for all students. ~~The~~ Olentangy Local Schools ~~District~~ is committed to having an environment free from all discrimination, including harassment, intimidation, or bullying on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, ancestry, or genetic information. The district prohibits harassment, intimidation, or bullying in the school environment, including all academic, extracurricular and school-sponsored activities. A student who violates this prohibition will be subject to the potential penalties set forth in the CODE OF CONDUCT DISCIPLINE section of this handbook.

A staff member, any student or student's parent or legal custodian who believes that a student has been subjected to harassment, intimidation, or bullying on the basis of race, color or national origin, sex (including sexual orientation and transgender identity), disability, age, religion, ancestry, or genetic information may seek resolution of his/her complaint through the district's complaint procedures.

The District employee responsible for receiving and/or investigating reports of harassment on the basis of race, color or national origin, including the investigatory report, who is referred to in this policy as the Anti-Harassment Complaint Coordinator is:

Randy Wright
Chief of Administrative Services
Randy_Wright@olsd.us
740-657-4012

For more information about the district's prohibition against discrimination and complaint procedures, please see Board Policies 5517, 5517.01, 5517.02, and 5517.03.

FEDERAL/STATE/LOCAL COMPLIANCE

The Olentangy Local School District complies with federal laws that prohibit discrimination in programs and activities receiving federal assistance. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color or national origin. The American's with Disabilities Act (A.D.A.) and Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of handicap. Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex. The Age Discrimination Act of 1975 prohibits discrimination on the basis of age. Olentangy Local Schools also complies with the Family Education Rights and Privacy Act of 1994 and grants parents/guardians the right to examine children's official school records. Inquiries regarding unlawful discrimination may be directed to the principal of the building or the district compliance officer.

ONLINE ACCESS TO STUDENT INFORMATION

Students and parents are able to access information via a web-based system:

- Students use their **myOLSD** account to access curriculum resources, report cards, ~~lunch account balance, transportation information~~ and additional individual student information. Students can access **myOLSD** from the Student Resources page of the district website.
- Parents can access student lunch account and transportation information ~~this information~~ via their **PowerSchool** account. In addition, parents can access student courses, class materials, online assignments and course calendar information via their **Schoology** account. Parents can access **Schoology** and **PowerSchool** on the Parents Resources page of the district website.

The district website can be found at http://www.olentangy.k12.oh.us. If you forget your password, please contact your building secretary.

SCHOOL CLOSINGS AND DELAYS

In the event of inclement weather, school delays and closings will be posted online at http://www.olentangy.k12.oh.us. Delay and closing information will also be reported using an automated phone system, the email notification system, the local television stations (Channels 4, 6, 10 and 28) and the radio stations (FM Channels 92.3, 94.3, 94.7, 97.9, 99.7, 103.9, 103.5/104.3, 104.9, 105.7 and 107.9 and AM Channels 610, 920, 1490 and 1550) and the district's mobile app. There may be times when it is necessary to dismiss school during the day because of an emergency. In such instances, parents will be contacted using the district's automated phone system. Parents are urged to make arrangements with a neighbor or friend so that their child will have a place to go in case of an emergency if a parent/adult is not home.

DRAFT

ATTENDANCE

GENERAL ATTENDANCE INFORMATION

ELEMENTARY SCHOOL HOURS

- 8:50 a.m. - 3:30 p.m.: Alum Creek (ACES), Indian Springs (ISES), Oak Creek (OCES), and Scioto Ridge (SRES)
- 9:05 a.m. - 3:45 p.m.: Arrowhead (AES), Cheshire (CES), Freedom Trail (FTES), Glen Oak (GOES), Heritage (HES), Johnnycake Corners(JCES), Liberty Tree (LTES), Olentangy Meadows (OMES), Tyler Run (TRES), Walnut Creek (WCES) and Wyandot Run (WRES)

Children who are transported to school other than by bus must not arrive prior to ten minutes before the start of school: 8:40 a.m. for ACES, ISES, OCES, & SRES; 8:55 a.m. for AES, CES, FTES, GOES, HES, JCES, LTES, OMES, TRES, WCES, & WRES. Prior to these times, and after dismissal, we have no one assigned to supervisory duty and cannot be held responsible for your child.

The parent or guardian is to notify ACES, ISES, OCES, & SRES before 9:45 a.m. and AES, CES, FTES, GOES, HES, JCES, LTES, OMES, TRES, WCES, & WRES before 10:00 a.m. if his/her child is absent, unless the parent has given previous notification of the absence.

If a student is absent from school, a parent or guardian must notify the office to inform the school of their student's absence. Without this notification, Ohio law requires that the school contact parents by phone or letter to inform them of the student's absence.

ABSENCES, TARDINESS, AND TRUANCY

Students shall arrive at school and be in the classroom for each of their assigned classes at the properly scheduled time. ~~Habitual tardiness, according to Ohio law, is truancy and will be treated as such.~~ A student will be considered habitually truant if the student is absent without a legitimate excuse

a) for thirty (30) or more consecutive hours,
b) for forty-two (42) or more hours in one (1) school month, or
c) for seventy-two (72) or more hours in one (1) school year.

When a student is habitually truant, the district will convene an Absence Intervention Team, to which the student's parent/guardian will be invited. The team will develop an Absence Intervention Plan to improve the student's attendance. If the student fails to make progress on the plan the district will report the student to juvenile court (ORC 3321.19).

To prevent students from becoming habitually truant, the school will notify a student's parent/guardian whenever a student is absent with or without a legitimate excuse

a) for thirty-eight (38) or more hours in one (1) school month or
b) sixty-five (65) or more hours in one (1) school year.

DRAFT

~~ABSENCE GUIDELINES~~

The following definitions are used to determine how student absence from school is recorded. See Board Policy 5200 for additional rules regarding student absence.

- **Tardy-** Students who arrive within 90 minutes of the school starting time will be considered tardy.
- **Half-Day Absence-** Students who are in school for more than 90 minutes but less than 3 hours and 20 minutes will be considered a half-day (1/2 day) absent.
- **Full-Day Absence-** Students who are in school for less than 3 hours and 20 minutes will be considered a full-day absent.
- **Early Departure-** Students who leave within 90 minutes of the end of the day will be considered a PM tardy.

~~FIVE DAY RULE~~

~~Absences beyond the Five Days per Nine Weeks rule will be handled on an individual basis. This process is necessary due to the frequency of childhood illnesses that may not require a physician's excuse.~~

~~Exceptions to the Five Day Rule (these absences do not count against the total):~~

- ~~Absence verified by medical documentation for each date absent~~
- ~~Observance of a religious holiday consistent with student's established creed or belief~~
- ~~Death in the immediate family, limited to three days unless extenuating circumstances exist and absence is approved by the principal~~
- ~~School-related absence – participation in a school-related activity (such as a field trip)~~
- ~~Court appearance, with documentation~~
- ~~Emergency circumstances, with principal's approval~~
- ~~In-School Detention (ISD)~~
- ~~Suspension Alternative Program (SAP)~~

~~**An absence with medical documentation will be an exception to the Five Day Rule.** All absences will be documented with a note containing the reason for the absence and the signature of the parent or guardian of the absent student. The principal shall consider the number of excused versus unexcused absences and begin intervention to improve attendance. However, parents may receive a letter of notification after five days (2 ½ days for kindergarten) of absence per nine weeks.~~

EXCUSED ABSENCES

The following are typical conditions that may excuse a student from school attendance:

1. Personal illness or injury (a medical verification note may be required by the school principal);
2. Family illness - an emergency situation requiring the student to be absent from school;
3. Quarantine of the home by local health officials;
4. Death of a relative (limited to three days unless reasonable cause can be shown for a longer absence);
5. Observance of a religious holiday consistent with student's established creed or belief;
6. Good cause approved by the superintendent;
7. ~~5.~~Emergency circumstances approved by the principal.

DRAFT

Students returning to school after an absence may bring a written note from their parents or guardian stating:

1. The dates of absences,
2. The reason for the absences,
3. The parent or guardian signature, and
4. The parent or guardian phone number.

UNEXCUSED ABSENCES

Upon returning to school following an absence or tardiness, students may give the homeroom teacher a note from the parent, guardian or medical professional stating the reason for the absence or tardiness. Parent notes must be submitted within five school days of the student's return to school or the absence will be considered unexcused. Ohio Revised Code 3321.19 makes it mandatory for a school district to examine all truancy cases, notify parents of the penalties if a child is truant and file a complaint with the appropriate court if the child does not cease being truant.

ILLNESS WHILE AT SCHOOL

If a student is sent home from school by the clinic staff for medical reasons, the absence for that school day will be counted as excused ~~and will not count against the Five Class Period rule~~. Parents are requested to report all communicable diseases to the clinic.

EARLY DISMISSAL OF STUDENTS

When leaving for early dismissal, students are not allowed to wait in front of the building or to enter cars unless accompanied by a parent or guardian. These rules are necessary to ensure student safety. ~~You~~ An authorized adult must come to the office to sign ~~your~~ a child out. ~~You~~ The parent or guardian must send a note each time there will be a change in ~~your~~ a child's dismissal time or procedure. We will ask to see identification of any person we do not know and will not release a child to a babysitter, step-parent or friend without prior authorization. We will follow the child's normal routine without a note from the parent.

CO-CURRICULAR PARTICIPATION

In order to participate in a school day practice or co-curricular activity, an elementary student must be in attendance a minimum of a half day and follow the guidance for Illness/Injury for a child. Field trips, Alternate Learning Experiences, medical/dental appointments and special family situations may be excused by an administrator.

SPECIAL ABSENCES: ALTERNATE LEARNING EXPERIENCE (ALE) AND STUDENT VACATIONS DURING THE SCHOOL YEAR

The Olentangy Board of Education recognizes that educational experiences are not limited to those taking place within the building. It is desirable to afford students the opportunity to take advantage of an unusual opportunity to learn, provided those experiences have obvious educational benefits. Students may be required to submit a report or journal of their experience. Students are also permitted to take vacation with their family during the school year. ALE and student vacation absence days count ~~toward the Five Class Period/Day Rule~~ .as absences and state laws about excessive absences still apply in these circumstances.

If approved, school absences due to an ALE or vacation will be considered excused and schoolwork missed during the experience may be made up. Teachers will not be required to give homework assignments prior to the absence. Upon receiving an ALE or vacation request, the building administrator will do one of the following:

1. approve the request,
2. give conditional approval to the request, or
3. deny the request.

Requests that would cause a student ~~to exceed the Five Period Class/Day Rule~~ significant academic risk may be conditionally approved by the building administrator pending the student ~~satisfactorily completing all academic course work~~satisfactorily achieving relevant academic expectations. It should be noted that additional days absent, ~~counting toward the Five Class Period/Day Rule, within the grading period of~~ beyond the ALE or vacation could ~~cause the student to fail the nine-week grading period or be otherwise impacted~~ negatively impact the student academically (e.g. Third Grade Guarantee). An ALE will not be approved for longer than 10 days. Absences that are not approved for an ALE or vacation may be marked as unexcused.

To be granted an ALE, the student will meet all the criteria listed below:

1. Submit a request on the designated form one week prior to the proposed absence, this form is available on the district website as well as in the main office;
2. Document a valid learning content to the alternate experience, if applicable; ~~and~~
3. Demonstrate satisfactory attendance history; and
~~3.~~4. The ALE request must not fall within district testing windows.

An ALE or vacation request will not be approved for applications submitted after the experience, if there are academic concerns, for experiences that fall within district testing windows. An ALE or vacation request may be denied at the discretion of the building principal. Multiple ALEs and vacation requests are discouraged from being submitted in the same academic year.

WITHDRAWAL FROM SCHOOL

When withdrawing from Olentangy Local Schools, a parent or guardian must be present, sign the Withdrawal Sheet, and the following must be met:

1. All fees are paid, including library fines, etc.;
2. Books are returned in satisfactory condition; and
3. Assigned work is completed.

You must provide the address of the new school and your family's forwarding address. Your child's records will be sent within 14 days of our receiving a request for records from the new school.

DRAFT

CODE OF CONDUCT

A major component of our educational program is to prepare students to become responsible citizens by learning how to conduct themselves properly and in accordance with established standards. Students are expected to behave in accordance with Federal, State and local laws and rules and Board policies and Administrative Guidelines, and in a way that respects the rights and safety of others (Policy 5500-Student Conduct).

The image a school portrays is often determined by the behavior of its students and the physical appearance of the building. We must all - students, teachers, administrators, support staff and community members - show pride by doing our share to make the school a better place in which to learn and work. One of the main goals of the Olentangy Local Schools is to develop self-discipline in all students and maintain an appropriate educational atmosphere.

The Board believes that students should learn to assume responsibility for their own behavior and the consequences of their actions. The Board has zero tolerance of violent, disruptive or inappropriate behavior by its students. (Policy 5600-Student Discipline) Staff will take corrective action to discipline a student when their behavior does not fall within these parameters.

Because the Board believes that students, staff members, and visitors are entitled to function in a safe school environment, students are required to report knowledge of dangerous weapons or threats of violence to the Principal. Failure to report such knowledge may subject the student to discipline. In addition, sexual harassment of a student may reasonably be considered child abuse that must be reported to the proper authorities.

Students may be subject to discipline for violation of the Student Code of Conduct / Student Discipline Code even if that conduct occurs on property not owned or controlled by the Board but where such conduct is connected to activities or incidents controlled by the Board. Conduct regardless of where it occurs, under the supervision of a district official/ employee or directed at a district official/employee or their property is subject to discipline.

A violation of any rule may result in discipline including, but not limited to:

- After-school, morning, or lunch detention
- Referral to school counselor
- ~~Saturday or Wednesday School~~
- In-School Detention (ISD)
- ~~Suspension Alternative Program (SAP)~~
- Out-of-School Suspension (OSS)
- Emergency removal
- Court referral
- Expulsion
- Permanent exclusion
- Compensatory payment of damages
- Loss of bus privileges
- Loss of credit for assigned work or tests
- Assigned work related to the offense
- Loss of other privileges

Participation in extra-curricular activities, including interscholastic sports, is a privilege and not a right. Students may be prohibited from all or part of their participation in such activities by authorized school personnel for offenses or violations of the Student Code of Conduct or Athletic Code of Conduct. Students prohibited from participation in all or part of any extra-curricular activity are not entitled to further notice, hearing and/or appeal rights (See Policies 2431-Interscholastic Athletics and 5610.05 -Prohibition from Extra-Curricular Activities).

IMPORTANT NOTICES:

- Discipline of Students with Disabilities- Students with disabilities are entitled to the rights and procedures afforded by the Individuals with Disabilities Education Improvement Act (I.D.E.I.A.), and, where applicable, the Americans with Disabilities Act (A.D.A.), and/or Section 504 of the Rehabilitation Act of 1973 (Policy 5610).

- Notification of Criminal Activity- School staff may report suspected criminal misconduct by a student to law enforcement. Law enforcement officers will be permitted to carry out necessary law enforcement functions in the schools, including the removal of a student from school grounds in appropriate circumstances.

- ~~Notice to students:~~ Video surveillance-The use of video surveillance equipment may be used in the investigation of violations of the Code of Conduct and may be used by school officials for educational purposes and safety; therefore these records will remain in possession of the school/district. Students may receive discipline as a result of what is recorded.

The following code of conduct rules apply to all activities in the district, including activities on school property, on a school bus, or while enroute to or from school, and those occurring off school property if the student is at any school-sponsored, school-approved, or school-related activity or function, such as field trips or athletic events, or off the school grounds if the situation is initiated at school. Students shall be given due process before a disciplinary action is taken.

CODE OF CONDUCT RULES

1. Disruption of School- Students shall not cause disruption or obstruction to the normal operation of this school or any other school or school district.
2. Harassment, Sexual Harassment/Violence, Bullying and/or Retaliation- Students or groups of students shall not harass, sexually harass, bully and/or retaliate against other students, school employees, persons that are guests of the school or persons conducting business for the school. This applies to but not limited to act or acts that create a hostile environment when it interferes with or limits a student's ability to participate in or benefit from the school's program. (Refer to Hazing, Harassment, Intimidation, Bullying, and Sexual Harassment/Violence section below)
3. Intimidation and / or Threats- Students shall not, through verbal, written, technological or any other means, make statements that state that physical or emotional harm may come to another person or to an institution. Bomb threats will result in a recommendation of expulsion from school.
4. Use of Obscene or Discriminatory Language / Materials / Actions / Gestures- Students shall not use

obscene, vulgar, profane or discriminatory language, make inappropriate gestures / actions or possess vulgar materials. Note: Discriminatory language is defined as verbal or written comments, jokes, and slurs that are derogatory towards an individual or group based on one or more of the following characteristics: race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, ancestry, or genetic information.

5. Attendance- No student shall fail to comply with state attendance laws including, but not limited to, truancy or tardiness from a specific class or school. No student shall leave school property or an assigned educational location once he or she has come under the supervision of a school employee, prior to specified dismissal times, without official permission.
6. Forgery- Students shall not misrepresent a signature on any document.
7. Damage of Property- Students shall not cause or attempt to cause damage of school property, including buses and bus seats, or personal property. Students shall not touch or handle another person's property without their authorization. Students must pay for any damages they cause to school equipment, materials or facilities and may be subject to additional disciplinary action. Anything, such as fire, that endangers school property and its occupants will not be tolerated. Arson is a felony.
8. Assault- Students shall not act or threaten to act in such a way as to cause physical injury to other students, any school employee or other persons. Specific violations include but are not limited to:
    a. Fighting/Violence
    b. Serious bodily injury
    c. Threats or intentions of fighting, violence, or serious bodily injury (see #3 – Threats)
    d. Unauthorized touching, pushing, shoving, slapping, snapping and/or hands on or threats to put hands on.
9. Failure to Obey Instructions/Insubordination/Disrespect- No student shall fail to comply with any lawful instructions or requests of teachers, student-teachers, principals or other authorized personnel during any period of time when he or she is properly under the authority of such school personnel. No student shall fail to provide information, or supply false information, when it is requested.
10. Dangerous Weapons and Instruments- Students shall not possess, handle, transmit or conceal any dangerous weapon or instrument on school property, in a school vehicle or at any school-sponsored activity. Bringing a firearm (as defined in the Federal Gun-Free Schools Act of 1994) onto school property, competition, extracurricular event, or other school sponsored event, regardless of where it occurs, will result in a mandatory one (1) year expulsion under Ohio law. This expulsion may be reduced on a case-by-case basis by the superintendent.

    Firearms (including starter pistols), objects that are indistinguishable from and/or represented as firearms, explosives, incendiary devices and knives (any object with a blade and a handle) are considered dangerous weapons. Other instruments/devices may also be defined as dangerous weapons depending on their use or intended use. Should a student have knowledge of a weapon or dangerous instrument on school property, in a school vehicle or at a school-sponsored activity and not report it to a school employee, the student may be held to the same disciplinary measures

DRAFT

as that of the perpetrator. (Refer to O.R.C. 2923.122.) Specific violations include but are not limited to:

a. Use, possession, sale, distribution, or knowledge of a firearm

b. Firearm is defined as any weapon (including a starter gun) that will or is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; or destructive device (as defined in the Federal Gun-Free Schools Act of 1994). Firearms include any unloaded firearm and any firearm that is inoperable but that can be readily operated.

c. Students are prohibited from knowingly possessing an object on school premises, in a school or a school building, at a school activity or on a school bus that is indistinguishable from a firearm, whether or not the object is capable of being fired, and indicating they are in possession of such an object and that it is a firearm or knowingly displaying or brandishing the object and indicating it is a firearm.

d. Use, possession, sale, distribution, or knowledge of any explosive, incendiary or poison gas

e. Use, possession, sale, distribution or knowledge of a dangerous weapon other than a firearm or explosive, incendiary or poison gas (including knives and any other object with a blade and a handle)

f. A weapon is any device that may be used for offensive or defensive purpose, including but not limited to conventional objects such as guns, pellet guns, knives, or club type implements. It may also include any toy that is presented as a real weapon or reacted to as a real weapon. Possession and/or use of a weapon may subject a student to expulsion and possible permanent exclusion.

g. A knife is defined as any cutting instrument consisting of a sharp blade fastened to a handle, a razor blade or any similar device that is used for, or is readily capable of causing death or serious bodily injury.

h. Any object that is used to threaten harm, or harass another may be considered a weapon. This includes but is not limited to padlocks, pens, pencils, laser pointers, and jewelry.

i. Use, possession, sale, distribution, or knowledge of objects that are indistinguishable from and/or represented as firearms, explosives, incendiary devices and knives.

11. Narcotics, Alcoholic Beverages and Drugs- Students shall not possess, use, transmit, conceal, make arrangements to sell or purchase, or use the aforementioned items immediately prior to or during school or a school function. Look-alike drugs and drug paraphernalia are included and will be dealt with accordingly. (See Alcohol, Tobacco and Drug Prevention Guidelines in the Code of Conduct section.) Specific violations include but are not limited to:

    a. Use, possession, sale, distribution, or knowledge of intoxicating alcoholic beverages

    b. Use, possession, sale, distribution, or knowledge of drugs other than tobacco or alcohol

12. Tobacco- Possession, consumption, distribution, purchase or attempt to purchase, and/or use of tobacco products or electronic cigarettes or similar devices in school, on school grounds, and at any

interscholastic competition, extracurricular event, or other school-sponsored event is prohibited. Tobacco products include, but are not limited to cigarettes, clove cigarettes, cigars, pipe tobacco, chewing tobacco, snuff or any other matter or substance that contains tobacco. Paraphernalia used for the consumption of tobacco products is prohibited including e-cigarettes and vaping devices. Per Senate Bill 218, administrators may refer violators of the tobacco policy to the Delaware Juvenile Court.

13. **Theft-** Students shall respect the personal ownership rights of others. Students shall not take ownership of items of others. The principal may exercise the prerogative of reporting thefts to local authorities.
14. **Academic Dishonesty-** Students shall not give or receive unauthorized information regarding class work or class activities, misrepresent the results of researched or laboratory assignments, or give or receive unauthorized assistance on assignments. Use of electronic translators without permission is a violation of this rule. Repeated violations may result in failure of academic subjects.
15. **Driving (applicable to High School only) -** Students driving a vehicle on school property shall follow the rules and regulations established for this privilege.
16. **Dress Code-** Refer to the Dress Code, in the Code of Conduct section.
17. **Inappropriate Display of Affection-** Students shall refrain from displays of affection. Students are not to hold hands, hug, kiss or demonstrate other similar acts of affection. In unusual circumstances involving sorrow or extreme joy, hugging is natural and acceptable.
18. **Unauthorized or Unsupervised Areas-** Students may not be in areas for which they have not been authorized or areas that are unsupervised.
19. **Hazing (Initiations) -** Initiations of any sort are prohibited. Initiations and/or hazing are those activities into which students are coerced in order to become part of a group or activity or to avoid harm.
20. **Technology Misuse / Abuse-** Computers/technology is provided for student use for teacher assigned work in courses or programs at the high school. Students may not use cell phones except in designated areas and at designated times. (Refer to the ~~Code of Conduct~~Technology Usage Policy.)
21. **Violation of Bus Rules** Students must follow all bus rules as outlined in the Code of Conduct section – Bus Rules.
22. **General Misconduct-** Students shall refrain from throwing objects, or being abusive or excessively disruptive in their behavior. Respect the rights and feeling of others.
23. **Gross Misconduct-** Repeated violations of the Code of Conduct.
24. **Other violations-** Other conduct violations not covered in the above rules.

DISCIPLINE OPTIONS

- **DETENTION**

  Detention is generally served after school for a duration of 30-45 minutes. At times, detention can be served in the morning if arrangements are made. Students are notified of the infraction and are to serve the detention on the "to be served" date listed on the detention slip. The parents will receive

a copy of the detention slip, which will be sent home with the student. Transportation home after detention is the responsibility of the student/parent.

All school rules apply while serving detention. Failure to serve assigned detention may result in further disciplinary action.

- LUNCHTIME DETENTION

  Occasionally it becomes necessary to discipline a student for violating the established school rules or Code of Conduct. In an effort to deter such actions and hold students accountable for their behavior, detention during lunchtime may be assigned. Students are to report to the assigned room for the entire lunch period with the detention slip signed by the parent or guardian. Cafeteria privileges for that day are lost. Failure to return the signed detention slip or failure to serve the detention may result in the assignment of an After-School Detention.

- ~~SATURDAY OR WEDNESDAY SCHOOL~~

  ~~Students may be assigned to a Saturday or Wednesday School. Please refer to the Saturday or Wednesday School form for specific times and directions. Saturday and Wednesday School guidelines follow:~~

  1. ~~Absence from an assigned Saturday or Wednesday School, without prior approval of an administrator, may result in a suspension.~~
  2. ~~Students are to sign in upon arrival.~~
  3. ~~Students are to bring schoolwork.~~
  4. ~~Talking is not permitted.~~
  5. ~~Appropriate breaks will be determined by the monitor.~~
  6. ~~Parents will be notified of assigned Saturday or Wednesday School and students are also to inform parents.~~
  7. ~~No sleeping will be permitted.~~

- IN-SCHOOL DETENTION (ISD)

  1. Students serving In-School Detention shall be permitted to make up and receive credit for assignments during In-School Detention.
  2. Students are to bring schoolwork.
  3. Parents will be notified of In-School Detention.
  4. ~~In-School Detention days will *not* apply toward the Five Class Period Rule.~~
  5. ~~5.~~4. Guidelines for ISD will be issued and discussed upon assignment of the student to this detention.

- ~~SUSPENSION ALTERNATIVE PROGRAM (SAP)~~

  ~~Suspension Alternative Programs may be assigned for students in lieu of Out-of-School Suspension. Students must successfully complete each full day, including community service work in area parks or other designated areas, and any other program components.~~

  1. ~~Besides work (e.g., picking up litter in the parks) students will have a short break, lunch and a study session.~~
  2. ~~Upon completing the program, students will have earned the right to make up work missed while~~

~~serving SAP.~~

3. ~~The Delaware Area Career Center (DACC) North Campus bus will take students from their home school at about 7:10 a.m. and drop them off at the pick-up point at the DACC North Campus to be picked up by Juvenile Court personnel. At the completion of the day, students will be dropped off at the DACC North Campus and take the OLSD bus back to their home high school. The bus will arrive at the student's home school prior to the student's normal dismissal time.~~
4. ~~The program supervisor will transport the students to the work area.~~
5. ~~Students will receive credit for participation based on their work performance and overall behavior.~~
6. ~~Students may be required to repeat any segment of the program if they only earn partial credit.~~
7. ~~The supervisor will report the student's behavior to the school and to the probation counselor, if applicable.~~
8. ~~Students must dress appropriately for the weather and wear hard shoes. Students should bring their own lunch, including a drink.~~
9. ~~Students must follow all school and juvenile court policies.~~
10. ~~Suspension Alternative Program days will not count toward the Five Class Period Rule as long as the evaluation from the SAP supervisor is satisfactory.~~

- OUT-OF-SCHOOL SUSPENSION (OSS)

The principal or the principal's designee may suspend a student from school for a period of up to ten (10) days for violation(s) of the Code of Conduct.

1. Parents will be notified of the suspension and may be asked to take the student home. The student may not attend school through the length of the suspension.
2. Students will be permitted to make up class work, quizzes, tests, papers, and/or major projects missed while serving Out of School Suspension for full credit.
3. Parents will be notified of the student's rights to appeal.
4. Suspensions may cross semester lines and may be carried from one school year to the next.
5. ~~All Out-of-School Suspensions may apply to Five Class Period Rule.~~
6. ~~6.~~5. Students may not attend any school functions, home or away, while serving OSS.
7. ~~7.~~6. Students are not permitted on school grounds while serving OSS.

- EMERGENCY REMOVAL

If a student's presence poses a continuing danger to persons or property, or an ongoing threat of disrupting the academic process, then the superintendent, principal or assistant principal or personnel employed to directly supervise or coach a student activity, may remove the student from the school premises. If school personnel make an emergency removal, reasons will be submitted to the principal in writing as soon after the removal as practical. In all cases of normal disciplinary procedures where a student is removed from a curricular or extracurricular activity for less than 24 hours and is not subject to suspension or expulsion, the due process requirements do not apply.

If either suspension or expulsion is contemplated, then a due process hearing will be held within three school days after the removal is ordered. Written notice of the hearing and the reason for removal and any intended disciplinary action will be given to the student as soon as practical prior to the

DRAFT

hearing. The student will have the opportunity to appear at an informal hearing before the principal, assistant principal, superintendent or designee and has the right to challenge the reasons for the intended suspension or otherwise explain his/her actions. The person who ordered or requested the removal will be present at the hearing. Within one school day of the decision to suspend, written notification will be given to the parent, guardian or custodian of the student and treasurer of the Board of Education. This notice will include the reasons for the suspension and the right of the student or parent to appeal to the superintendent or his/her designee.

If the superintendent or principal reinstates a student prior to the hearing for emergency removal, the teacher may request and will be given written reasons for the reinstatement. The teacher cannot refuse to reinstate the student.

In an emergency removal, a student can be kept from class until the matter of his/her misconduct is disposed of either by reinstatement, suspension or expulsion.

- PERMANENT EXCLUSION

  In accordance with the law, the Board of Education may seek to permanently exclude a student, 16 years of age or older, who has been convicted of or adjudicated delinquent for the reason of the following offenses:

  1. Carrying a concealed weapon or conveying or possessing a deadly weapon or dangerous ordnance on property owned or controlled by a board of education or at an activity held under the auspices of this board;
  2. Possessing, selling, or offering to sell controlled substances on property owned or controlled by a board of education or at an activity under the auspices of this board; and/or
  3. Complicity to commit any of the above offenses, regardless of where the complicity occurred.

  In accordance with law, any student, 16 years of age or older, who has been convicted or adjudicated delinquent for committing the following offenses may be subject to permanent exclusion:

  1. Rape, gross sexual imposition or felonious sexual penetration;
  2. Murder, manslaughter, felonious or aggravated assault;
  3. Complicity to commit offenses described in paragraphs A and B, regardless of where the complicity occurs.

  The above statement of policy on permanent exclusion is to be posted in a central location in each school as well as made available to students, upon request. Please see district policy for additional information.

- EXPULSION

  If all other attempts to modify student behavior are unsuccessful, or a serious violation of the Code of Conduct is committed, the student may be recommended for expulsion from school. If a student is expelled, the length of the expulsion may be up to 180 school days and may extend into the following semester or school year. Schoolwork missed as a result of expulsion may not be made up.

DRAFT

O.R.C. 3313.662 permits the state superintendent of public instruction, upon the request of a local board of education, to permanently exclude certain pupils from attending any public school in the state under certain conditions. To permanently exclude would mean to forever prohibit an individual from attending any public school in this state that is opened by a city, local, exempted village or joint vocational school district.

The superintendent may permanently exclude a pupil if the pupil is convicted of or adjudicated a delinquent child for committing, when he was age 16 or older, any of the following offenses or acts (hereinafter, "predicate offenses") that would be offenses if committed by an adult, on property owned or controlled by a school board or at an activity held under the auspices of a school board:

1. Illegal conveyance or possession of a deadly weapon or dangerous ordnance on school premises.
2. Carrying a concealed weapon, municipal ordinance substantially similar to that offense, or aggravated trafficking, trafficking in drugs, or trafficking in marijuana involving the possession of a bulk amount or more of a controlled substance or the sale of a controlled substance.
3. Aggravated murder, murder, voluntary manslaughter, involuntary manslaughter, felonious assault, aggravated assault, rape, gross sexual imposition or felonious sexual penetration, if the victim is an employee of the school board.
4. Complicity in any violation described in items 1, 2 or 3 above, that was alleged to have been committed in the manner described in items 1, 2 or 3 above, regardless of whether the act of complicity was committed on property owned or controlled by, or at any activity held under the auspices of a school board, including extra-curricular activities, the joint vocational schools and post-secondary options locations.

ALCOHOL, TOBACCO, AND DRUG PREVENTION GUIDELINES

The Board prohibits the use, possession, concealment, or distribution of any drug or any drug-related paraphernalia as the term is defined by law, on school grounds, on school vehicles, or at any school-sponsored event. It further establishes a drug-free zone within 1000 feet of any facility used by the District for educational purposes (Policy 5530-Drug Prevention).

It is the primary objective of Olentangy Local Schools to assure that the education of all students proceeds in an efficient, orderly and non-disruptive manner. Possessing, using, actual or attempted transmitting, buying, selling or supplying of mood-altering chemicals or look-alike substances or paraphernalia on school premises is an obstacle to that objective and an interference with the rights of other students to receive quality academic instruction. While student drug education and referral to counseling resources will continue to be made available, such measures should be viewed as instructional or rehabilitative and will not ordinarily be considered as an alternative to the disciplinary measures specified in Section 9.

1. STATEMENT OF POLICY REGARDING STUDENTS
   Students of Olentangy Local Schools, while on school property or at a school-sponsored activity, shall not possess, use, transmit, buy, sell, supply or attempt to do so with a mood-altering chemical of any kind prior to or during the school day, at any school-sponsored activity or event or at any time while on school premises.

a) Definitions

i. "Possession" includes, without limitation: holding in the student's hand, retention on the student's person or in purses, wallets, lockers, desks or any other personal possessions, or vehicles parked on school property or at school functions.

ii. "Use of mood-altering chemical" is defined as manifesting signs of chemical misuse such as staggering, reddened eyes, odor of chemicals, nervousness, restlessness, memory loss, abusive language, falling asleep in class or any other behavior not normal for that particular student, or a preponderance of evidence that a student has used a mood-altering chemical.

iii. "Tobacco" includes any product containing tobacco or nicotine that is smoked, chewed, inhaled or placed against the gums.

iv. "Mood-altering chemical" Includes, without limitation, alcohol, marijuana, inhalants, ecstasy or other club drugs, depressants, stimulants, hallucinogens, narcotics, over-the-counter medications (including any over-the-counter pain medications containing aspirin, acetaminophen, ibuprofen, or any other pain relievers, any cough or cold medications, etc.), substances such as Betel Nut, *Wite Out*, glue, toxic markers and caffeine pills. Prescription drugs are included in this, unless authorized by a medical prescription from a licensed physician and kept in the original container that states the student's name and directions for proper use, according to Policy 5330-Use of Medications~~school policy~~. See also Medication section of this policy. This list is intended for example only and not as an exclusive list.

v. "Counterfeit" or look-alike drug is (O.R.C., Section 2925.01(P)) any drug that bears, or whose container or label bears a trademark, trade name or other identifying mark used without authorization of the owner of rights to such trademark, trade name or identifying mark.

a. Any unmarked or unlabeled substance that is represented to be a controlled substance/mood-altering chemical, manufactured, processed, packed or distributed by a person other than the person that manufactured, processed, packed or distributed it.

b. Any substance that is represented to be a controlled substance/mood-altering chemical but is not a controlled substance/mood-altering chemical or is a different controlled substance/mood-altering chemical.

c. Any substance other than a controlled substance/mood-altering chemical that a reasonable person would believe to be a controlled substance/mood-altering chemical because of its similarity in shape, size and color or its markings, labeling, packaging, distribution, or the price for which it is sold or offered for sale.

b) Jurisdiction

This policy extends to use of the above:

i. On or in close proximity to any property owned, leased by or under the control of the Olentangy Board of Education, including vehicles used for the transportation of students.
ii. During normal school hours, including recess, lunch and class changes, and summer school.
iii. At any school-sponsored or sanctioned activity or event away from or within the school district.

2. STUDENT RESPONSIBILITY

All students are responsible for understanding the Olentangy Alcohol, Tobacco, and Drug Prevention Guidelines and the counseling services available to them.

3. PARENT RESPONSIBILITIES

The Olentangy Board of Education recognizes that parents are primarily responsible for their children. The link between school and parents is the child. The effectiveness of these Alcohol, Tobacco, and Drug Prevention Guidelines will be assisted by the cooperative effort of the family, the school officials and the board.

4. STAFF RESPONSIBILITIES

All Olentangy staff members have the responsibility to report all suspected cases of drug and/or alcohol use, misuse or abuse by students to the appropriate school officials. Staff members will report to the building official alleged possession, use, actual or attempted transmitting, buying, selling or supplying of mood-altering chemicals, counterfeit or look-alike substances or paraphernalia. Staff will immediately notify the principal or principal's designee and may be required to submit a written report at a later time.

5. SCHOOL OFFICIALS RESPONSIBILITIES

It is the responsibility of the school officials to inform students, staff and parents about the drug and alcohol abuse policy of this school district and to share with these audiences any available pertinent information regarding the extent of the drug and alcohol problem in the school.

Except for the persons directly involved in the students' education and except as otherwise provided herein, all matters concerning reports of drug or alcohol abuse shall be and remain confidential.

When a school official has reason to believe that a student is in violation of the drug/alcohol code of conduct, the following action will be taken:

a) The student will be informed of the alleged offense, the evidence to support the allegations and the disciplinary action that may apply.
b) If the student is in need of medical attention, the school nurse and/or the local emergency squad will be notified to give medical attention.
c) The parent or guardian of the student will be notified and asked to meet with the school officials. Only in the case of medical emergency or if the parent(s) cannot be reached will the person on the student's emergency call list be notified.

DRAFT

d) School officials will cooperate fully with law enforcement agencies and report to them any information that would be considered beneficial in their efforts to stem the use of drugs and alcohol.
e) Notification to the local law enforcement agency shall be in accordance with the provisions under each offense. When reported, a written record shall be made of the incident to the law enforcement official who, at their discretion, may conduct an investigation.

6. MEDICATION

The Olentangy Board of Education wishes to cooperate fully with students, parents and the medical profession to ensure that students receive any required medication during the normal school day at the time that it is required. It is preferred that medications be administered to students at home; however, it is also recognized that certain circumstances may necessitate administering medications during school hours. Guidelines have been established to maintain control of authorized drugs within the schools and to ensure the health and welfare of students. In accordance with O.R.C. 3313.713, all medications must be kept in a locked storage place and administered by school personnel unless medically prescribed to self-carry. Effective July 1, 2011, only employees of the Board who are licensed health professionals or who have completed a drug administration training program conducted by a licensed health professional and considered appropriate by the Board may administer to a student a drug prescribed for the student.

7. DRUG PARAPHERNALIA

Drug paraphernalia or instruments such as pipes, roach clips, syringes, pacifiers, hypodermic needles, cocaine spoons or kits, nitrous oxide paraphernalia, rolling papers, water pipes,and any other items normally or actually used for the packaging, conveyance, dispensation or use of mood-altering substances will not be permitted on any school property or (student and/or district) vehicles and will be subject to confiscation. Possession of drug paraphernalia will be treated the same as possession of a mood-altering substance. Addiction to an illegal substance may not be used as an excuse for a violation.

8. SEARCHES

Random searches may include the assistance of dogs trained to detect the presence of drugs. If the school official has reason to believe that mood-altering or controlled substances drug paraphernalia or instruments are concealed in a school locker, on a student, in a purse, wallet, book bag or in a student's vehicle, the following applies:

a) Locker Search: Lockers supplied by the school and used by the students are the property of the board of education. Therefore, student lockers and the contents of the lockers are subject to random search at any time without regard to whether there is a reasonable suspicion that any locker or its contents contains evidence of a violation of a school rule or criminal status.
b) Personal Searches: The school official may ask a student to reveal any illegal or dangerous item(s) suspected of being on his person, in a purse, wallet or book bag. If the student refuses, the school official may ask the student or the student's parent for permission to conduct a search. The school official, at their discretion, may call the local law enforcement agency to investigate.

c) **Student Vehicle:** When illegal or dangerous items are suspected to be in a student's vehicle on school property, permission of the driver or owner will be secured to search the vehicle. If permission to search the vehicle is denied, the local law enforcement agency may be called to search the vehicle.

9. OFFENSES AND DISCIPLINARY ACTION

The actions set forth below will be considered routine disciplinary measures for each category and occurrence of offense. It is intended that the penalties delineated below shall be considered the standard penalty to be imposed for the offenses described. In incidents where extreme violations occur, the specified actions may be waived by the school official in favor of stronger measures such as longer suspensions (not to exceed ten days), expulsion or other appropriate action. Similarly, the school official may at the hearing consider matters in mitigation of the routine disciplinary measures.

School officials will follow the process below when handling level II & III offenses:

a) The rapid eye movement test may be administered for screening purposes. If the screening is positive, it will be recommended that the parents seek professional guidance with a certified chemical dependency counselor. Also, an investigation will be conducted by the legal authorities as to the source of the drug.
b) Parents will be notified immediately and the student may be removed from classes or the school event.
c) Law enforcement officials may be notified and, at their discretion, conduct an investigation. In any instance in which it is illegal for a school official to possess or dispose of a mood-altering drug, law enforcement will be notified. School officials will notify law officials in the jurisdiction in which the offense occurs. School officials may file charges in the appropriate court.
d) Parents will consult with the principal or the principal's designee.

Following are the level of offenses that are prohibited and the consequences that will result from the student's decision not to abide by the school policy.

Violations are cumulative within grades 7-12.

Tobacco

- Use or possession of tobacco, nicotine or paraphernalia used to consume tobacco products including e-cigarettes/vaping devices

Level I Drug & Alcohol Offense

- Possession, use or application of any mood-altering chemical, as defined above

Level II Drug & Alcohol Offense

- Actual or attempted transmitting, selling, supplying or purchasing of mood-altering chemicals, counterfeit or look-alike substance or paraphernalia

DRAFT

Offenses	Tobacco Consequences	Level I Drug & Alcohol Consequences	Level II Drug & Alcohol Consequences
First Offense	Two Wednesday/Saturday Schools[1]	Ten days out of school suspension[2]	Ten days out of school suspension[2] with a recommendation for expulsion
Second Offense	Three days In-School Detention[3]	Ten days out of school suspension[2]with a recommendation for expulsion	Ten days out of school suspension[2] with a recommendation for expulsion
Third and Subsequent Offenses	Five days Out-of-School Suspension[4]	Ten days out of school suspension[2] with a recommendation for expulsion	Ten days out of school suspension[2] with a recommendation for expulsion

Suspension/Discipline Reduction Options:

[1] Two Saturday Schools may be reduced to one at the discretion of the administrator if student/parent agrees to enroll in and complete an assessment with a certified chemical dependency counselor as specified in Section 10.

[2] Ten day out of school suspension may be reduced to 5 days at the discretion of the administrator if student/parent agrees to enroll in and complete an assessment with a certified chemical dependency counselor as specified in Section 10.

[3] Three days of In-School Detention may be reduced to two at the discretion of the administrator if student/parent agrees to enroll in and complete an assessment with a certified chemical dependency counselor as specified in Section 10.

[4] Five days Out-of-School Suspension reduced to three days In-School Detention at the discretion of the administrator if student/parent agrees to enroll in and complete an assessment with a certified chemical dependency counselor as specified in Section 10.

10. SELF-REFERRAL

Students have the opportunity for a voluntary referral procedure to seek information, guidance, counseling and/or assessment in regard to the use or possession of tobacco, alcohol and other controlled or non-controlled substances. The student or his/her immediate family may make voluntary referrals.

For an alcohol and/or controlled substances/mood-altering chemicals referral, the student must have, within five days, an appointment for an assessment with a certified chemical dependency counselor and notify the principal or principal's designee of the appointment. The student must participate in the assessment process (the cost of any and all assessment will be the responsibility of

the student and/or parents) and follow the counselor's recommendations to completion. If treatment or counseling is recommended it must be with an Ohio-certified chemical dependency counselor. The student must waive his/her rights of confidentiality so that verification of this assessment and a written report can be given to the principal or principal's designee.

For a tobacco referral, the student must, within five days, provide verification of enrollment in an out-of-school tobacco education/cessation program approved by the principal or principal's designee. Parents must sign a release of information to the principal/principal's designee so that the student's progress in the program can be followed and written verification of completion given to the principal or principal's designee. The student must complete the program or receive the original discipline.

Voluntary referrals will not carry violation consequences on the first offense only. Voluntary referral must occur prior to any report of violations. Involvement by law enforcement officials negates the option of voluntary referral. The student may use the option of voluntary referral once in his/her career at Olentangy Local Schools.

Any subsequent violations will be enforced as a second or subsequent violation. If the student requesting the voluntary referral opportunity does not complete the assessment recommendations by the established time schedule, the violation consequence will be put into effect immediately.

BUS RULES

Notice to students: The use of video surveillance equipment may be used in the investigation of violations of the Code of Conduct. Please refer to the Security Recording section of this handbook for additional details. Students may receive discipline as a result of what is recorded.

The following bus regulations are considered recommended guidelines to correct behaviors that could create an unsafe environment. Administrative responsibility prior to the first written conduct report: Building administrators will assure that each student receives a copy of the Student Handbook (with Bus Rules included) at the beginning of each school year or upon enrollment of a new student.

It is our privilege and pleasure to furnish students with the safest transportation possible as they travel between home and school and on school-related trips. In order to protect all students riding Olentangy school buses, safety precautions are a must! Your help is needed because safety is everyone's responsibility!

All students are to understand that the bus driver is in charge of the bus at all times. Any student who repeatedly violates the safety precautions and/or conduct rules may be denied the privilege of riding the bus and is subject to other disciplinary action to be determined by the principal and/or transportation director.

To that end, the following conduct rules are called to your attention:

1. To provide maximum safety, district procedure requires all students to arrive at the bus stop five (5) minutes before the bus is scheduled to arrive. If a student is not at the designated place of safety (at least 20 or more steps away from the bus stop), the bus is not required to wait. (Ohio

Law 3301.83.08 C4).

2. Students must wait quietly in a location clear of traffic and away from the bus stop (Ohio Law 3301.83.08).
3. Student behavior at bus stops must not threaten life, limb or property of any individual (Ohio Law 3301.83.08).
4. Each pupil shall be assigned a designated place of safety on the residence side of the roadway on which the vehicle is scheduled to stop: The driver must account for each pupil at the designated place of safety before leaving. Pupils are not to proceed to their residence until the school bus has departed the area (Ohio Law 3301.83.08 B6).
5. The driver must use an approved hand signal and eye contact with students outside the bus at any stop where students must cross the roadway in front of the bus (Ohio Law 3301.83.08 C.6).
6. Students must go directly to an available or assigned seat (Ohio Law 3301.83.08).
7. Students must remain seated, keeping aisles and exits clear (Ohio Law 3301.83.08).
8. Students must observe classroom conduct. All school rules apply on the bus. Obey the driver promptly and respectfully (Ohio Law 3301.83.08).
9. Students must be courteous and respectful to fellow students and to the bus driver.
10. Students must not engage in loud talking or laughing, excessive horseplay, or fighting.
11. Unnecessary confusion diverts the driver's attention and might result in a serious accident.
12. Students must not use profane or abusive language (Ohio Law 3301.83.08).
13. Students must refrain from chewing gum, eating and drinking on the bus except as required for medical reasons (Ohio Law 3301.83.08).
14. ~~Students must not use tobacco or related products on the bus. (Ohio Law 3301.83.08)~~Students must not use tobacco in any form or alternative nicotine product. This includes any vaping device.(Ohio Law 3301.83.08 and ORC 2151.87).
15. Students must not have alcohol or drugs in their possession on the bus except for prescription medication required for student (Ohio Law 3301.83.08).
16. Students must not throw or pass objects on, from or into the bus (Ohio Law 3301.83.08).
17. Students may carry on the bus only objects that can be held in their laps. No living creatures are permitted (Ohio Law 3301.83.08).
18. Students must treat bus equipment as one would treat valuable furniture in his/her home. Vandalism will not be tolerated. Keep the bus clean and sanitary.
19. Students must not extend any part of their bodies out of the bus windows (Ohio Law 3301.83.08).
20. Students are to remain absolutely quiet at railroad crossings until the bus has completely crossed and the driver says it is OK to talk (Ohio Law 3301.83.08).
21. Students must leave or board the bus at locations to which they have been assigned unless they have written parental and administrative authorization to do otherwise (Ohio Law 3301.83.08).

~~Students with cellphones or electronic devices on the bus must follow the rules as outlined in the Technology Usage Policy.~~ The use of cellular phones or electronic devices on an Olentangy school bus will be determined at the discretion of the driver. Students permitted to use their cellular phones or electronic devices will do so for personal use only. Students are not permitted to share the content of cellular phones or electronic devices and taking photographs or videos is strictly forbidden. When a student is listening to audio content, headphones or earbuds are required. The use of an external speaker is prohibited. In the case of driver

distraction, the driver is authorized to confiscate the cellular phone or electronic device until arrival at the school or the student's bus stop.

Driver's responsibility prior to the first written conduct report: ~~Drivers will confer with the student and/or change the student's seating assignment. Drivers are also strongly urged to call parents (doing so is a proven, effective way of managing student behavior).~~

1. Drivers will confer with the student
2. Drivers will confer with the student, change the student's seating assignment and call the parents

Level I (Minor Infractions): Level I behaviors are those that disrupt the driver's concentration, or behavior that may cause harm to the student or others.

Some other Level I infractions are:

- Loud talking (at any time) or talking at railroad crossings
- Moving around the bus/out of the seat
- Pushing/touching/disrupting others
- Repeated tardiness to the bus
- Disrespect to other students or the driver
- Harassment of other students
- Not following the reasonable request of the driver
- Use of profanity
- Possession of a match or lighter
- Eating or drinking (food or gum) on the bus
- Tampering with emergency equipment or doors
- Littering/throwing objects from the bus
- Any other infraction of the building's student behavior code

Level II (Major Infractions): Level II behaviors are those that are severe in nature or that directly or indirectly endanger the student or other students, the driver or the public.

Some examples are:

- The threat of violence to the driver or other school employees
- The use of profanity directed to the bus driver
- Igniting a match or lighter
- Possession of an incendiary device (smoke bomb, firecracker, cherry bomb, sparkler, etc.)
- Fighting/assault
- Possession of a weapon
- Vandalism or arson
- Theft
- Inappropriate physical contact
- Any action resulting in injury or threat of injury

Recommended Consequences for Level I & II Bus Rules Infractions:

Elementary	Level I	Level II

DRAFT

First Written Report	Principal action	Principal action
Second Written Report	Principal action	3 days off bus
Third Written Report	3 days off bus	5 days off bus
Fourth Written Report	5 days off bus	10 days off bus
Fifth Written Report	10 days off bus	Expelled
Sixth Written Report	Expelled	

Follow-up Communication – ~~Following the disciplinary action taken with a student, it is the administrator's responsibility to inform the parent and the transportation supervisor of the disciplinary action taken. It is then the transportation supervisor's responsibility to inform the driver of that action.~~
Following the disciplinary action taken with a student, it is the administrator's responsibility to inform the parent, the transportation supervisor and/or route monitor of the disciplinary action taken. It is then the transportation supervisor or route monitor's responsibility to inform the driver of that action.

Special Message to Parents of Kindergarten and First Grade Students
Please be aware that Olentangy Local Schools' bus drivers expect a parent, older sibling or other adult to meet kindergarten and first grade students at the bus stop or is otherwise visible to the driver. If these conditions are not met, a driver may be directed to return your child to school. If you prefer that your student is discharged from the bus upon arrival at the bus stop in your absence, you must provide this in writing with your signature to the transportation office. Otherwise, please make every effort to either be visible to the driver or have alternate arrangements made for your student upon his/her arrival.

Please note: if you plan to transport your child on the first day of school and expect your child to ride the bus after school, please confirm the bus number, driver and stop location with your school or the transportation office. Bus information may be found in your child's PowerSchool account approximately one week prior to the start of school.

We ask for your support in helping us teach your student to adhere to the driver's instructions. Below is a description of how a student should approach a school bus from his/her driver assigned designated place of safety.

IF YOUR STUDENT CROSSES THE STREET TO APPROACH A BUS

MORNING PICK UP:
1. **WAIT** for the bus at the designated place of safety, at least 10 feet away from the bus.
2. **WATCH** for the driver's hand signal

AFTERNOON DROP OFF – CROSSOVER:
1. **STOP** alongside the roadway, 10 feet from the front of the bus. **LOOK** for the drivers hand signal.
2. **STOP** at the front edge of the bus. **LOOK** for cars: left, right, left.

3. When driver gives signal, **CHECK** for traffic, then walk straight across the road 10 feet away from the bus to allow the driver to see students at all times.
4. **ENTER** bus and promptly sit in assigned seat safely.

3. **STOP** at your designated place of safety.
4. **WAIT** for the bus to depart, then proceed to residence.

IF YOUR STUDENT DOES NOT CROSS THE STREET TO APPROACH A BUS

MORNING PICK UP:

1. **WAIT** for the bus at the designated place of safety, at least 10 feet away from the roadway.
2. **WAIT** for the bus to stop completely, door to open and for the driver's hand signal to board the bus.
3. **ENTER** the bus and promptly sit is assigned seat safely.

AFTERNOON DROP OFF:

1. **WALK** to designated place of safety, at least 10 feet away from roadway.
2. **WAIT** for the bus to depart, then proceed to residence.

BUS PASSES

A request from a parent/guardian is required in order for a student to ride a different bus or get off at a different stop. The request must be submitted at the beginning of the school day to the appropriate designated party. The student will receive a prepared pass before the end of the school day. If a student does not have a Bus Pass, he/she cannot ride home on a different bus or get off at a different stop. Students will not be dropped off at other than board-approved bus stops. Bus passes will be approved contingent upon available seating, timeliness of request, and/or discretion of the building administrator.

CAFETERIA RULES

The following common courtesies are expected of our students during lunch:

- Moving ahead of others in the lunch line is unacceptable.
- Loud talk and noise are not appropriate behavior.
- Throwing food, paper or other items is unacceptable.
- All trash/trays in your area must be disposed of properly.
- Treat everyone with respect.
- Pay for all food.
- Ask permission to leave your seat (elementary and middle school).
- A signed pass must be presented to leave the cafeteria (high school).

Students may use designated restrooms during lunches. Designated restrooms will be different in each building. Students will be permitted in the school store during lunch periods to purchase items. After visiting the store, students are to return to the commons.

DRAFT

CONFIDENTIALITY IN REGARDS TO SEXUAL HARASSMENT AND SEXUAL VIOLENCE

The district respects students' privacy and will only disclose information regarding alleged sexual violence to individuals who are responsible for handling the school's response, the student's parents (if the student is a minor or dependent under Section 152 of the Internal Revenue Code), or otherwise required by law. Students or parents sometimes ask that the student's name not be disclosed to the alleged perpetrators or that no investigation or disciplinary action be pursued to address the alleged sexual violence which may limit the District's ability to respond fully to the incident, including pursuing disciplinary action against the alleged perpetrator.

For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.03.

COURT REFERRAL

Referral to Delaware County Juvenile Court may be used when other disciplinary actions have not been effective. The two most common reasons for referral are truancy and unruliness. The parents will receive a warning notice that students are going to be referred and notice when they are referred.

DRESS CODE

The Olentangy Local School District is committed to providing a safe, friendly learning environment for its students. Attire is not only a reflection of the individual student, but also of the general learning environment. Therefore, students have the responsibility to wear clothing that projects a positive attitude of pride in self, school and the community. Students are required to wear appropriate, comfortable and safe clothing that is neat, clean and in good taste. No article of clothing shall be worn that distracts from the educational process. Olentangy Local Schools views the Dress Code as a serious issue and expects parents to promote the observance of this policy. **Building administrators have the final decision as to the appropriateness of all clothing and attire.**

Following are guidelines for students:

1. Vulgar, illegal (including alcohol, drugs, tobacco) and/or sexually oriented statements or suggestions on clothing are not permitted. Any dress or statement that may cause a hostile, intimidating, degrading, offensive, harassing or discriminatory environment is prohibited.
2. ~~1.~~2. Sunglasses will not be permitted in school unless approved by the principal.
3. ~~2.~~3. Hats, hoods, and bandanas ~~and sunglasses~~ will not be permitted to be worn inside the school building unless worn for religious or medical purposes or occasions approved by a principal, a physician and/or the school nurse.
4. ~~3.~~4. Chains and/or studded accessories are prohibited and may be confiscated until the end of the school year. Accessories that increase a student's risk for accidents are not permitted.
5. ~~4.~~5. Shorts and skirts will be no shorter than the middle of the thigh.
6. ~~5.~~6. Shirts and tops will be no lower than one inch below the collarbone, must have sleeves and must be long enough to be tucked in.
7. ~~6.~~7. See-through clothing and clothing that has excessive rips, tears or holes are not permitted. All undergarments are to be covered.

~~7.~~8. Oversized clothing, which compromises the safety of students, is not permitted.
~~8.~~9. Appropriate and safe shoes or sandals will be worn at all times.
~~9.~~10. Coats are to be worn to and from school only and must be placed in student lockers if available. Students should be prepared for variations in temperature by having a sweatshirt and/or sweater.
~~10.~~11. Elementary students are not permitted to carry book bags, backpacks, and/or other large bags during the school day. These bags are to be stored in the student's locker or an appropriate designated area.

Some school programs, such as industrial arts, laboratory activities, physical education and interscholastic athletics may require special hair care, clothing, footwear or restrictions on jewelry to ensure the health and safety of all students.

Failure to comply with the Dress Code guidelines is considered to be an insubordinate act and will be treated as such.

DUE PROCESS AND RIGHT OF APPEAL

When a student is being considered for an out-of-school suspension by the superintendent, principal, or other administrator:

1. The student will be informed in writing of the potential suspension and the reasons for the proposed action.
2. The student will be afforded an opportunity for an informal hearing to challenge the reason for the intended suspension and to explain his/her actions.
3. An attempt will be made to notify parents or guardians by telephone if a suspension is issued.

Students may be permitted to make up class work, tests, papers, and/or major projects missed while serving Out-of-School Suspension for full credit.

If the assigned school discipline is served entirely in the school setting, it will not require any notice or meeting or be subject to appeal.

The pupil, parent, guardian, or legal custodian may file an appeal of the administrative decision to suspend or expel a pupil to the Board of Education or designee by filing a notice of appeal in writing with the treasurer within 14 calendar days of the formal written notice of suspension or expulsion to the parent, guardian, or custodian of the pupil. Failure to timely file an appeal in this manner waives any right to appeal the suspension or expulsion.

HAZING, HARASSMENT, INTIMIDATION, BULLYING, AND SEXUAL HARASSMENT ~~/ VIOLENCE~~

Hazing, harassment, intimidation, bullying, and sexual harassment are strictly prohibited and will not be tolerated. This applies to all activities in the District, including activities on school property, on a school bus,

or while en route to or from school, as well as activities occurring off school property if the activity is school-sponsored, school-approved, or school-related activity or function, such as field trips or athletic events.

Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any class, team, or organization that causes or creates a substantial risk of causing mental or physical harm to any person.

Harassment, intimidation or bullying is any intentional written, verbal, electronic, or physical act that a student has exhibited toward another particular student or students more than once and the behavior causes mental or physical harm to the other student(s) and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student(s).

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal or physical conduct of a sexual nature. Sexual harassment may involve the behavior of a person of either gender against a person of the same or opposite gender. It would include, but not be limited to, unwelcome propositions, unwanted physical and/or sexual contact, verbal expressions, patterns of conduct intended to create discomfort and/or humiliation, boundary invasions, and sexual violence. Sexual harassing creates a hostile environment when it interferes with or limits a student's ability to participate in or benefit from the school's program. It may be a single or isolated incident. Title IX protects against retaliation of reporting such acts. For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.

Permission, consent or assumption of risk by an individual subjected hazing, harassment, intimidation, bullying, or sexual harassment does not lessen the prohibition contained in this policy. Prohibited activities of any type including those activities engaged in via computer and/or electronic communications devices are inconsistent with the educational process and are prohibited at all times. No administrator, teacher, or other employee of the District shall encourage, permit, condone or tolerate any of these behaviors. No student, including leaders of student organizations, may plan, encourage or engage in any of these behaviors.

Administrators, teachers and all other District employees are particularly alert to possible conditions, circumstances or events that might include these behaviors. If any of these behaviors are discovered, involved students will be informed by the discovering District employee of the prohibition contained in this policy and are required to end the behavior(s) immediately. All hazing, harassment, intimidation, bullying, and sexual harassment incidents are reported immediately to the building administrator or other appropriate administrator. An investigation will result and shall include documentation of the event, response and strategy for protecting the victim.

If the investigation finds an instance of hazing, harassment, intimidation, bullying, and/or sexual harassment, by an electronic act or otherwise, has occurred, it will result in prompt and appropriate remedial and disciplinary action. This will include suspension or up to expulsion for students. Furthermore, racial, sexist, or

abusive comments or actions directed at others will not be tolerated and will result in suspension or up to expulsion.

If, during the investigation, the Principal or appropriate administrator believes the reported misconduct may have created a hostile learning environment and may have constituted unlawful discriminatory harassment, said will report the act of to one of the Anti-Harassment Compliance Officers so that it may be investigated in accordance with the procedures set forth in Policy 5517.

A victim of sexual harassment has the right to file criminal and/or Title IX complaints simultaneously. A student does not need to wait until the Title IX investigation is completed before filing a criminal complaint or may also be filed with the U.S. Department of Education's Office for Civil Rights. The district respects students' privacy and will only disclose information regarding alleged sexual violence to individuals who are responsible for handling the school's response, the student's parents (if the student is a minor or dependent under Section 152 of the Internal Revenue Code), or otherwise required by law. Students or parents may ask that the student's name not be disclosed to the alleged perpetrators or that no investigation or disciplinary action be pursued to address the alleged sexual violence which may limit the District's ability to respond fully to the incident, including pursuing disciplinary action against the alleged perpetrator. For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.03.

Retaliation against any person who reports or is thought to have reported or otherwise participates in an investigation/inquiry related to a complaint of hazing, harassment, intimidation, bullying, sexual harassment, and violence is prohibited. Deliberately making false reports for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Deliberately making false reports or retaliation may result in disciplinary action.

The Superintendent/designee must provide the Board President with a semiannual written report of all reported incidents of bullying and post the report on the district's website. For more information, please refer to board policy 5517, 5517.01. The District's policy and consequences for violations of the policy shall be sent annually to each student's custodial parent or guardian. The statement may be delivered electronically. The student athlete may be denied participation in athletics for violation of this policy and may be subject to *Code of Conduct* violation.

~~Hazing, harassment, intimidation, bullying, and sexual harassment toward a student, whether by other students, staff or third parties is strictly prohibited and will not be tolerated. This policy applies to all activities in the District, including activities on school property, on a school bus, or while enroute to or from school, and those occurring off school property if the student is at any school-sponsored, school-approved, or school-related activity or function, such as field trips or athletic events. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse. Hazing means doing any act or coercing another, including the victim, to do any act of intimidation or harassment to any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Harassment, intimidation or bullying is any intentional written/graphic, verbal, electronic, or physical act having~~

reasonable intent to harass, intimidate, injure, threaten, ridicule, or humiliate that a student has exhibited toward another particular student or students more than once and the behavior causes mental or physical harm to the other student(s) and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student(s). It would include, but not be limited to, such behaviors as stalking, bullying/cyber bullying, intimidating, menacing, coercion, name-calling, taunting, making threats, hazing, and dating violence. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal or physical conduct of a sexual nature. Sexual harassment may involve the behavior of a person of either gender against a person of the same or opposite gender. It would include, but not be limited to, unwelcome propositions, unwanted physical and/or sexual contact, verbal expressions, patterns of conduct intended to create discomfort and/or humiliation, boundary invasions, and sexual violence. Sexual harassing creates a hostile environment when it interferes with or limits a student's ability to participate in or benefit from the school's program. It may be a single or isolated incident. Title IX protects against retaliation of reporting such acts. For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.03.

Permission, consent or assumption of risk by an individual subjected to hazing, harassment, intimidation, bullying, or sexual harassment does not lessen the prohibition contained in this policy. Prohibited activities of any type including those activities engaged in via computer and/or electronic communications devices are inconsistent with the educational process and are prohibited at all times. No administrator, teacher or other employee of the District shall encourage, permit, condone or tolerate any hazing, harassment, intimidation, bullying, or sexual harassment activities. No student, including leaders of student organizations, may plan, encourage or engage in any hazing, harassment, intimidation, bullying, or sexual harassment.

Administrators, teachers and all other District employees are particularly alert to possible conditions, circumstances or events that might include hazing, harassment, intimidation, bullying, or sexual harassment. If hazing, harassment, intimidation, bullying, or sexual harassment is discovered, involved students are informed by the discovering District employee of the prohibition contained in this policy and are required to end all hazing, harassment, intimidation, bullying, or sexual harassment activities immediately. All hazing, harassment, intimidation, bullying, or sexual harassment incidents are reported immediately to the building administrator or appropriate administrator. An investigation will result and shall include documentation of the event, response and strategy for protecting the victim.

If the investigation finds an instance of hazing, harassment, intimidation, bullying/cyberbullying by an electronic act or otherwise and/or sexual harassment, has occurred, it will result in prompt and appropriate remedial and/ or disciplinary action. This may include suspension or up to expulsion for students, exclusion for parents, guests, volunteers, and contractors. Individuals may also be referred to law enforcement officials. A victim of sexual harassment has the right to file criminal and/or Title IX complaints simultaneously. A student does not need to wait until the Title IX investigation is completed before filing a criminal complaint or may also be filed with the U.S. Department of Education's Office for Civil Rights. For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.03.

If, during said investigation, the Principal or appropriate administrator believes the reported misconduct may have created a hostile learning environment and may have constituted unlawful discriminatory harassment, said will report the act of to one of the Anti-Harassment Compliance Officers so that it may be investigated

DRAFT

~~in accordance with the procedures set forth in Policy 5517.~~

~~Retaliation against any person who reports/thought to have reported or otherwise participates in an investigation/inquiry related to a complaint of aggressive behavior, bullying, or sexual harassment is prohibited. Deliberately making false reports about harassment, intimidation, bullying, aggressive behavior, and/or sexual harassment for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Deliberately making false reports or retaliation may result in disciplinary action.~~

~~The superintendent/designee must provide the board president with a semiannual written report of all reported incidents of bullying and post the report on the district's website. For more information, please refer to board policy 5517, 5517.01. The district's policy and consequences for violations of the policy shall be sent annually to each student's custodial parent or guardian. The statement may be delivered electronically.~~

PLAYGROUND RULES

Common sense and safety are the general rule regarding student behavior on the playground.

1. Students are to show respect to the adult on duty at all times. Students shall not use obscene, vulgar, profane or discriminatory language or gestures. Discriminatory language is defined as verbal or written comments, jokes, and slurs that are derogatory towards an individual or group based on one or more of the following characteristics: race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, ancestry, or genetic information.
2. Running is not permitted when entering or leaving the building.
3. All items brought from home must be checked with classroom teachers before they are allowed on the playground. Cell phones, pagers and electronic games or devices are not allowed on the playground.
4. The throwing of stones, snowballs, dirt, etc. is never permitted.
5. There is to be no fighting or rough games that include tackling, pushing or shoving.
6. Swings and slides are used only in a safe manner. No standing up, lying down or doubling up is permitted.
7. Students are not to retrieve balls or other items that go outside the playground.
8. Students are not to run through or otherwise disrupt someone else's game.

PARENTAL SUPERVISION AT EVENTS

The Olentangy Local Schools sponsors many events which families are encouraged to attend. For reasons of safety, a parent or a responsible adult designated by the parent should accompany elementary students. Elementary and middle school students should be under the supervision of an adult at all times on these occasions. School rules for behavior apply whenever students are on school property.

QUESTIONING OF STUDENTS

The School is committed to protecting students from harm that may be connected with the school environment and also recognizes its responsibility to cooperate with law enforcement and public child welfare agencies. While the School believes these agencies should conduct their investigations off school

property if possible, investigations can take place at school in emergency situations or if the violation being investigated occurred on school property.

Before students are questioned as witnesses or suspects in an alleged criminal violation, the building administrator will attempt to contact a parent prior to questioning and shall remain in the room during questioning.

If a student is questioned as the subject of alleged child abuse or neglect, the building administrator will attempt to contact a parent prior to questioning, and s/he (or a designated guidance counselor) will remain in the room during questioning. If the agency investigating the alleged child abuse or neglect suspects the parent is the perpetrator, neither parent will be contacted prior to questioning, but the building administrator (or a designated guidance counselor) will remain in the room during questioning.

If law enforcement or children's services agency removes a student from school, the building administrator will notify a parent.

SCHOOL'S RIGHT TO SEARCH

Lockers, desks or storage places provided for student use are, and remain at all times, property of the Olentangy Local School District Board of Education. These areas and the contents, therefore, are subject to a random search at any time, pursuant to board policy. Random searches of lockers and vehicles may include the assistance of dogs trained to detect the presence of drugs. Administrators are authorized to conduct reasonable inspection of school property or of students and items brought upon school grounds, including vehicles, when there is reasonable cause to believe that a student may be in possession of evidence that a law or a school rule has been violated. In addition, the contents of a cell phone or other electronic devices may be searched if there is a reasonable suspicion that it may have been used in an activity prohibited by the Code of Conduct.

SECURITY RECORDINGS

The Olentangy Local School District may record security footage on district property. This footage, which is recorded for the protection and welfare of the school community, typically contains images of many students, as well as district employees and other persons.

Security footage contains personally identifiable information about students. State and federal laws generally prohibit the release of this information, and the district has ***not*** designated the footage as "directory information" that may be disclosed without the prior written consent of the students' parents or guardians.

Security footage, and the personally identifiable information contained on the footage, will be disclosed only when authorized by law or when the disclosure is made to school officials with legitimate educational interests. The footage otherwise will not be disclosed to any person.

WEAPONS AND/OR DANGEROUS ORDNANCE ~~CONCEALED CARRY~~

Unless otherwise authorized by law, pursuant to Ohio Revised code section 2923.122, no person shall knowingly possess, have under the person's control, convey or attempt to convey a ~~deadly~~ weapon or dangerous ordnance into a school safety zone, Policy 7217-Weapons.

Exceptions to this policy include:

- Weapons under the control of Law Enforcement Personnel
- Items approved by a principal as part of a class or individual presentation under adult supervision, if used for the purpose of and in the manner approved (working firearms and ammunition shall never be approved)
- Theatrical props used in appropriate settings
- Starter pistols used in appropriate sporting events

CURRICULUM, INSTRUCTION, AND ASSESSMENT

Curriculum, instruction, and assessment must be aligned with the board-adopted courses of study that are derived from the current state and national standards. Instruction delivered face to face, in an online format and/or in a blended format, is intended to maximize student learning and facilitate mastery of those standards. A course grade should reflect the content knowledge that a student knows and is able to demonstrate through the use of formative and summative assessments aligned to the instructional program.

Olentangy Local Schools offers many services to ensure equal opportunity for all children, including enrichment services, early childhood education, academic intervention, reading support programs, services to support English language learners, home instruction, special education, and related services such as speech and language therapy, physical therapy, occupational therapy, adapted physical education services, psychological services, mental health services, and transportation. Support is also available through our school counselors, school nurses, social services, and alternative education opportunities.

The Board of Education furnishes all necessary instructional materials. ~~For identification, each book is numbered.~~ However, there may be a fee associated with some grade-levels for supplies as identified in the fee schedule. Each student is responsible for all instructional materials loaned to him or her, and is expected to return all instructional materials at the end of participation in the course. Students will be responsible to pay for any instructional materials that are lost, destroyed, stolen or mutilated.

ACADEMIC ACCELERATION, EARLY ENTRANCE TO KINDERGARTEN, AND EARLY HIGH SCHOOL GRADUATION

The degree to which academic content standards are met and the time it takes to reach the standards will vary from student to student. The Olentangy Board of Education believes that all students, including

advanced learners, should be challenged and supported to reach their full potential. For some advanced learners, this can best be achieved by affording them access to curriculum, learning environments, and instructional interventions more commonly provided to older peers. The Olentangy Acceleration Policy provides students with opportunities for possible accelerated placement through early admission to kindergarten, individual subject acceleration, whole-grade acceleration, and early graduation from high school. A teacher, administrator, gifted education specialist, guidance counselor, school psychologist, or parent/ legal guardian of the student may submit referrals for possible accelerated placement to the school principal. A student may refer himself, herself, or a peer through a district staff member who has knowledge of the abilities of the student. Accelerated placement is a team decision and includes a review of classroom performance and standardized testing history, information regarding student work habits, motivation and desire for acceleration, and possible additional assessments as needed. The acceleration process evaluates the academic, social, and emotional readiness of students in order to determine a placement to best meet the needs of the whole child.

Copies of referral forms for evaluation for possible early entrance, whole-grade acceleration and individual subject acceleration are available to district staff and parents at each school building, CLICK HERE or visit the district website at http://www.olentangy.k12.oh.us/administrative-departments/curriculum-instruction/gifted-services/.

ELEMENTARY SCHOOL COUNSELOR SERVICES

Elementary school counselors help students achieve success through academic, personal/social, and career development. A school counselor is on staff in every elementary building in the Olentangy Local School District. School counselors are professional educators with a mental health perspective who assist students in the development of their self-concept, decision making skills, communication skills and character. School counselors are part of the total educational program and collaborate with students, parents, teachers and administrators. They are advocates for students and work with other educators to create a caring school culture. School counselors hold a minimum of a master's degree and are required to complete ongoing professional development. Elementary school counselors often provide services including individual counseling, group counseling and classroom guidance activities. School counseling is a part of regular education services and is available to students without parent consent. Confidentiality is maintained for students who receive school counseling support, unless there is a concern involving the student's safety or the safety of someone else. For students who also receive outside counseling services, parents and guardians may choose to sign a release of information to allow for collaboration between school counselors and outside professionals.

ELEMENTARY GIFTED SERVICES

The state of Ohio requires school districts to identify students for potential areas of giftedness. Students are identified as gifted in cognitive ability, specific academic achievement areas, and/ or visual/ performing arts areas through state approved assessment procedures and creative thinking through state approved assessment procedures. Olentangy Local Schools provides a continuum of services to support the varying instructional and social emotional needs of gifted learners.

Please CLICK HERE for more information or visit our website: http://www.olentangy.k12.oh.us/Page/1664.

Students with one or more areas of gifted identification can expect differentiated instruction and curriculum within the regular classroom, receive supports from the General Education teacher, which may include differentiated instruction, enrichment opportunities, and guidance support. The Gifted Intervention Specialist will consult with the classroom teacher as well as assist in collaboration with students, parents and teachers to ensure that student work is appropriately challenging. Students who are identified as gifted in both cognitive ability AND specific academic areas of achievement may receive additional gifted services. Services are provided in the areas of reading and math at grades 3-5 and reading, math, science, and social studies at grade 6-8.These students receive a Written Education Plan (WEP) which outlines academic goals and provides a description of services. Direct services are provided from both a gifted intervention specialist and regular classroom teacher who receives ongoing professional development in the area of gifted education. These services may be provided in the regular classroom and/or gifted classroom setting. Students who meet the criteria for direct services are deliberately placed in a class in which they receive differentiated instruction and curriculum as well as instructional supports that may include cluster grouping, co-teaching, small group instruction, and subject/whole grade acceleration.

The Gifted Intervention Specialist (GIS) and General Education teachers collaborate to provide direct services in the areas of Reading and Math with the instructional supports listed above and may also include, cluster grouping, co-teaching, small group resource room instruction, and subject/ whole grade acceleration.
For more information regarding gifted services, please visit the following links:

For Frequently Asked Questions, please CLICK HERE or visit the following link on the district's website http://www.olentangy.k12.oh.us/cms/lib8/OH01914664/Centricity/Domain/56/Frequently-Asked-Questions-Gifted-Letter.pdf

For additional details regarding the gifted identification process, criteria, and services, please CLICK HERE or visit out district's website: http://www.olentangy.k12.oh.us/administrative-departments/curriculum-instruction/gifted-services/ http://www.olentangy.k12.oh.us/Page/1363.

EQUITY AND INCLUSION PROGRAM

Our equity and inclusion program supports students, families, and teachers by educating and promoting understanding, exposure, and acceptance of individual differences. Every school in our district has a diversity liaison who runs an open student group focused on these principles, as well as helping students understand their identity, build friendships across cultures, and provide service to others. If you are interested in becoming involved with the program or if you would like assistance in this area, please reach out to your school's diversity liaison or contact our District Equity and Inclusion Supervisor, Jackie Powers (Jacqueline_powers@olsd.us) for support.

FIELD TRIPS

The Board of Education recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program of the schools (~~OLSD~~ Policy 2340-Field and Other District –Sponsored Trips). In order for your child to benefit from these activities, appropriate behavior from all students is necessary. Olentangy Local Schools reserves the right to prohibit students from attending field trips because of disruptive behavior.

Parent permission slips will be signed in advance. Students will travel by school vehicles. The Board of Education authorizes the incidental transportation by private vehicle of students of the district. This includes occasional transportation for field trips, outings, and the like. Routine transportation, however, shall be subject to all requirements listed in ~~Board~~ Policy ~~8560~~ 8500- Transportation and relevant administrative guidelines. Students will be released during the course of the trip to parents or guardians only. These releases should be arranged in advance by submitting a written request to the teacher or adviser in charge of the trip. In addition, parents will be asked to sign out their child at the time of departure. Siblings are not permitted to attend field trips with chaperones.

HOMEWORK

The Board of Education acknowledges the educational validity of out-of-school assignments as adjuncts to and extensions of the instructional program of the schools. "Homework" shall refer to those assignments to be prepared outside of the school by the student or independently while in attendance at school. The superintendent shall develop rules for the assignment of homework according to these guidelines:

A Homework should be a properly planned part of the curriculum, extending and reinforcing the learning experience of the school.
B Homework should help students learn by providing practice in the mastery of skills, experience in data gathering, and integration of knowledge, and an opportunity to remediate learning problems.
C Homework should help develop the student's sense of responsibility by providing an opportunity for the exercise of independent work and judgment.
D The number, frequency, and degree of difficulty of homework assignments should be based on the ability and needs of the student and take into account other activities which make a legitimate claim on the student's time.
E As a valid educational tool, homework should be assigned with clear direction and its product carefully evaluated.
F The schools should recognize the role of parents by suggesting ways in which parents can assist the school in helping a student carry out assigned responsibilities.
G Homework should always serve a valid learning purpose; it should never be used as a punitive measure.

JOHN PETERSON / AUTISM SCHOLARSHIP PROGRAM

Board of Education authorizes the superintendent/designee to develop guidelines for compliance with Ohio Administrative Code (OAC) Section 3301-103-04 related to the issuing of credits toward graduation and the issuance of a diploma for children in grades nine through twelve who are participating in the Jon Peterson or Autism scholarship program. OAC 3301-103-04 requires that this issue be addressed and decisions be documented on the student's current IEP.

DRAFT

LIBRARY/MEDIA CENTER

Mission and collection-It is the goal of the Olentangy School libraries to provide support for the information and reading needs of students in order to maximize their achievement. Library collections are selected by licensed teachers who are certified school library media specialists, in compliance with the ~~Library Materials~~ Selection of Instructional Materials and Equipment Policy ~~(OLSD Policy~~ 2520.02~~)~~. Collections are designed to support readers at all levels and abilities, engage student interests, recognize diverse cultural backgrounds, and support curriculum-based research needs. Collections include a variety of grade-level appropriate media such as books, e-books, audio books, magazines and videos. Each school maintains an electronic catalog available from their library website with age-appropriate databases linked as well.

- **Instructional support-**Librarians provide reading selection support and information literacy, media literacy and technology literacy instruction for all ability levels to meet the needs of 21st Century learners. The K-12 library curriculum is taught directly or embedded into core subjects through direct lessons or in collaboration with core subject teachers. Many of our librarians provide grade level reading lists to guide student reading.

- **Equipment-**Olentangy school libraries provide computers, scanners, copiers, production software, printing, recording devices, projectors and other peripherals. They also support the instructional needs of teachers and provide audio-visual equipment for classrooms.

- **Policies-**The District Computer Usage Policy and the Student Code of Conduct are followed in all libraries, and librarians' behavior expectations are similar to other classroom teachers. Students are expected to work quietly and productively and to treat other learners with courtesy and respect. Library rules, policies and procedures are posted or shared with students within each school. Library materials should be returned in good condition in a timely manner and lost materials should be paid for so that they can be replaced.

RELEASE TIME FOR RELIGIOUS EDUCATION

Students may be provided "released time" from school to attend a course in religious instruction conducted by a private entity off District property, provided that the following requirements are met, such students will not be considered absent when the:

A. student's parent or guardian gives consent in writing;
B. sponsoring entity maintains attendance records and makes them available to the District;
C. sponsoring entity provides and assumes liability for the student; and
D. student assumes responsibility for any missed school work.

Students shall not be excused from a core curriculum subject course to attend Released Time instruction. For more information, please refer to Board policy 5223 - Released Time for Religious Instruction.

RESPONSE TO INTERVENTION / MULTI-TIERED SYSTEM OF SUPPORT (RTI/MTSS)

Response to Intervention (RTI) is a framework for providing high quality curriculum and instruction to all students and intervention support for some students. RTI integrates assessment, instruction, and intervention within a multi-level prevention system to maximize student achievement and reduce behavioral problems. The purpose of the multi-level prevention system is to help the student be more successful.

A Student Data Meeting is one component of the Response to Intervention framework. A Student Data Meeting brings together a team of dedicated professionals whose purpose is to ensure that high quality specific instruction is matched to meet the needs of an individual child. This may include the building principal, school counselor, school psychologist, support staff, intervention specialist, classroom teacher, and parent(s) / guardian(s). The team is flexible based on the child's needs and therefore may have a range of team members. Children are referred to the Student Data Team for different reasons. A child may be experiencing academic, social / emotional, or health concerns. Referrals typically occur when a child is not making adequate progress toward grade level expectations despite interventions that teachers and parents put in place. If you have concerns about your child's progress please contact your child's teacher. For questions regarding the RTI/MTSS process please contact the building principal.

TECHNOLOGY USAGE POLICY

Students are encouraged to use the school's computers/network and the Internet connection for teacher-assigned, educational work. All references to schools in this ~~policy~~ section will mean any school in the Olentangy Local School District. The term computer or computer equipment includes but is not limited to: any electronic devices, personal or school owned that is used on school property (including on district-owned vehicles) or during district sponsored trips.

Students are responsible for their behavior and communication on the Network. Transmission of any material in violation of any State or Federal law or regulation, or Board policy is prohibited. Unauthorized or inappropriate use of the Network, including any violation of these rules, may result in cancellation of the privilege, disciplinary action consistent with the Student Code of Conduct, and/or civil or criminal liability.

Parents and students are advised that the Board makes every effort but may not be able to technologically limit access through the Board's Internet connection to only those services that have been authorized for the purpose of instruction, study and research related to the curriculum. Nevertheless, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents/guardians may find inappropriate, offensive, objectionable or controversial. Privacy in communication over the Internet and the Network is not guaranteed.

Student use of the District's computers, network and Internet services/connection ("Network") are governed by District Policies and Administrative Guidelines 7540.00 (Technology), 7540.02 (Web Content, Services, & Apps), 7540.03 (Student Education Technology Acceptable Use and Safety) as well as the Student Code of Conduct. Student-created web content, services and apps are subject to Policy 5722 - School-Sponsored Student Publications and Productions.

In order to verify compliance with these guidelines, the Board reserves the right to monitor, review, and inspect any directories, files and/or message residing on or sent using the Network. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.

Students using computers are expected to abide by the following rules:

1. Students may only access the district network and/or Internet by using their assigned network account. Use of another person's account/password is prohibited. Students may not allow other users to utilize their passwords. Students may not intentionally seek information on, obtain copies of or modify files, data or passwords belonging to other users or misrepresent other users on the network.
2. Students are permitted to use networked software and school-supplied software. Programs written by the student, which are part of an assignment in a school's course of study, may be run, as required, for that course of study's requirements with teacher supervision.
3. Students may not download programs from the Internet nor may they copy programs from any removable device or other outside media. Students may not install or delete programs on the school's computers.
4. Students may not use the Internet to engage in "hacking" or other unlawful activities.
5. Students may not create keyboard macros in Microsoft Word or any other program. Macros written by the student which are part of an assignment in a school's course of study may be run, as required, for that course of study's requirements with teacher supervision.
6. Students should only use computer programs approved by the classroom teacher.
7. The school staff may review computer files or messages that are created by the student. Material may be reviewed for grading and appropriate content. It may be reviewed for any harassing or threatening material (e.g., cyber bullying), trade secret protection and/or any vulgar or obscene content.
8. Students are not to send messages over the network or participate in online "chat rooms." Students may not use any email or instant messaging programs on a school's computer. A student may only use Internet e-mail when a teacher instructs him/her to do so.
9. Students are not to enter the network's operating system.
10. A teacher may authorize the copying of student-created work to a removable device or other outside media. The use of a removable device or other outside media is not permitted without permission from a teacher.
11. Students may not have food or drink when working on school computers.
12. All copyright laws are to be enforced.
13. Students are not to unplug or change any computer device or network connections.
14. Students are not to change any display screen settings.
15. Students are not to change any program's toolbars or settings.
16. Students are not to add or delete any program icons on the desktop or Start Menu.
17. Malicious use of computers or the school's network to develop programs that harass other users or infiltrate a computer or computer system and/or damage the software components of a computer or computing system is prohibited. Students may not use computers or the school's network in such a way that would disrupt their use by others.
18. Students are not to remove, modify, damage or destroy any computer or networking equipment.
19. Students are not to modify or remove any identifying labels on computer equipment.
20. Students are not to modify or remove any printer settings.
21. Students are to advise school staff when they observe any violation of the school's policy for the use of the school's computers.

DRAFT

22. Students are to advise their teacher when a school's computer malfunctions in any way (example: a program is not opening or closing correctly). The teacher will notify the technical support staff so that the computer can be repaired.
23. The possession of; or the taking, disseminating, transferring or sharing of by way of example: nude, obscene, pornographic, lewd or otherwise illegal images or photographs, whether by electronic data transfers or other means (commonly called texting, emailing, sexting, etc.) may constitute a crime under state and/or federal law. Any person possessing, taking, disseminating, or sharing nude, obscene, pornographic, lewd or otherwise illegal images or photographs may be punished under this code of conduct and may be reported to the appropriate law enforcement agencies.
24. Cyberbullying is the act of harassment that takes place via some method of technological media. If a student is being harassed and ~~the effect is~~ it has an impact on the schooling environment it does not matter where the offense originates, even if off grounds, if the effect of such acts makes a transition to school grounds it is under our best judgment to take appropriate action.
25. The use of electronic devices for recording purposes must have prior approval.
26. Students are permitted to use their cellular phones or electronic devices in designated areas during designated times only. Designated times and areas will be determined at the discretion of the building administration. Students using their cellular phones or electronic devices at times other than designated or in locations other than designated may be subject to school discipline. Contents of cell phones or electronic devices may be searched if there is a reasonable suspicion that it may have been used in an activity prohibited by the Code of Conduct. At the building leadership's discretion, students' confiscated cellular phones or electronic devices may only be returned to their parent or guardian.
27. OLSD will provide access to filtered Internet and my.olsd.us platform (Schoology, PowerSchool, Google Drive) email via wireless access for personal computing devices belonging to students for educational purposes. Students may not establish or access web-based e-mail accounts on commercial services through the Network (e.g., Gmail, Hotmail, Yahoo mail, etc.).
~~27.~~28. Game playing is not permitted at any time.

Please note OLSD will not be able to provide technical support for personal computing devices. OLSD will not be responsible for lost, stolen or damaged property whether it be by accidental or malicious means including but not limited to other users, viruses, malware, spyware or bot traffic.

Students are not allowed to circumvent the Internet filter or click-through warnings. Personal computing devices are not to be attached to the OLSD network other than the wireless network provided for student use. Computing devices that have been determined to be a threat to the network integrity will be immediately removed from the network and will not be allowed back on until the technology department is assured that the cause for removal has been resolved. Passkeys are not to be shared with others. Violators will be subject to disciplinary actions, removal from wireless network and/or confiscation of equipment.

As a condition to using OLSD's wireless network, students should have no expectation of privacy in their use of the network, and by signing the handbook awareness statement specifically understand and agree that their personal computing device may be confiscated and searched anytime school officials have reasonable suspicion of violations of the technology usage policy or any other Board policies, guidelines or laws. Students will receive the wireless passkey from a teacher or the school office upon submission of the

handbook awareness statement with the appropriate signatures. Exceptions to the above rules are permitted only under direct teacher supervision.

Violations of these rules may result in disciplinary action, including but not limited to detention, Wednesday School, Saturday School, Suspension Alternative Program and/or suspension. Violations also may result in removal from the wireless network, confiscation of equipment, notification to ~~be referred to~~ the appropriate legal authorities and/or other legal action may be pursued.

Use of the Internet and any information procured from the Internet is at the student's own risk. The Board makes no warranties of any kind, either express or implied, that the functions or the services provided by or through the Network will be error-free or without defect. The Board is not responsible for any damage a user may suffer, including, but not limited to, loss of data, service interruptions, or exposure to inappropriate material or people. The Board is not responsible for the accuracy or quality of information obtained through the Internet. Information (including text, graphics, audio, video, etc.) from Internet sources used in student papers, reports, and projects should be cited the same as references to printed materials. The Board will not be responsible for financial obligations arising through the unauthorized use of the Network. Students or parents of students will indemnify and hold the Board harmless from any losses sustained as the result of misuse of the Network by the student. Use of the Network by students will be limited to those students whose parents have signed a release of claims for damages against the Board.

Technology Usage Agreement: If you do NOT desire for your child to use district-provided technology while at school, please submit a letter to your building principal. In the event that we do not receive this information, ALL students will be permitted to use district-provided technology according to the provisions listed in the Technology Usage Policy.

GRADING

Olentangy Local Schools uses a variety of assessments as tools for evaluating students' strengths, weaknesses, and academic progress. In addition to formal evaluation tools, classroom teachers use observations, project work, writing samples, checklists, and periodic paper and pencil tests to assess children's knowledge and skills. The data gathered from ongoing formal and informal assessments provide the evidence for marks on the elementary report card. To learn more about the elementary report card and standards based grading, please CLICK HERE or go to http://www.olentangy.k12.oh.us/Page/1857.

The chart below describes report card grades.

4	Met end of year grade level standards and may be ready to work at greater depth

3	Expected progress toward meeting end of year grade level standards
2	Less than expected progress toward meeting end of year grade level standards with increased support
1	Little to no progress toward meeting end of year grade level standards with extensive support

Students also earn marks in all areas on effort, work habits, and personal growth. The chart below indicates the marks.

+	Consistently Demonstrates	-	Needs Improvement
=	Sometimes Demonstrates		

If you have questions about a mark your child receives, please contact the appropriate teacher.

REPORT CARDS

All student report cards will be made available electronically to parents and students for quarterly grade reporting. A paper copy will not be mailed home unless specifically requested.

DRAFT

HEALTH AND SAFETY

HEALTH REGULATIONS

Your child must meet county and state health regulations for entrance to school, including compliance with state immunization laws. The school nurse checks health records each year and will send you a reminder of the required immunizations your child still needs.

Students will be excluded from school if the immunization schedule is not completed within 14 calendar days after the student's first day of school. Written statements of objection to immunizations due to parent's or guardian's philosophical or religious reasons are filed in the student's health folder. Medical exemption for immunization must be signed by the child's physician.

Parents are required by state law to fill out an Emergency Medical Authorization Form. ~~These are kept on file in the office and used in emergency situations.~~ The Emergency Medical Authorization form is online and should be completed at the time of enrollment and checked for accuracy at the beginning of each school year. A complete Emergency Medical Authorization Form must be on file with the School in order for a

student to participate in any activity off school grounds, including field trips, spectator trips, athletic and other extracurricular activities, and co-curricular activities.

The Olentangy Board of Education wishes to cooperate fully with students, parents and the medical profession to ensure that students receive any required medication during the normal school day at the time that it is required. It is preferred that medications be administered to students at home; however, it is also recognized that certain circumstances may necessitate administering medications during school hours. Guidelines have been established to maintain control of authorized drugs within the schools and to ensure the health and welfare of students. In accordance with O.R.C. 3313.713, all medications unless medically prescribed to self-carry must be kept locked in a storage place and administered by school personnel. Only employees of the Board who are licensed health professionals or who have completed a drug administration training program conducted by a licensed health professional and considered appropriate by the Board may administer to a student a drug prescribed for the student.

A Physician's Medication Procedure Request Form and Parent's Medication Procedure Request Form must be completed, signed and on file in the office before any medication, including over-the-counter and essential oils will be given by the clinic staff. Children are NOT permitted to transport any medication to school. All medications must be brought to school by a parent or guardian and must be locked in a storage place unless medically prescribed to self-carry. This is critical to the health and safety of all children. In rare instances, a student may be allowed to carry certain prescription medications (e.g., asthma inhalers). If the physician deems it medically necessary for the student to carry a medication with him/her, the Physician's Medication Procedure Request Form must be signed and contain those instructions.

Middle and high school students are permitted to carry a one-day's supply of non-prescription medication, including essential oils, to self-administer if a Parent's Non-Prescription Medication Request form is signed by the parent and on file in the school office.

A parent note is required for elementary students to use cough drops at school. Cough drops must be supplied by the parent or guardian, kept in the clinic and administered by the clinic staff.

Medication forms are available in the school office and on the district website, and expire at the end of each school year.

ANIMALS IN SCHOOLS AND ELSEWHERE ON DISTRICT PROPERTY

Animals permitted in schools and elsewhere on District property shall be limited to those necessary to support specific curriculum-related projects and activities, those that provide assistance to a student or staff member due to a disability, those that serve as service animals as required by Federal and State law, or those that conduct random searches for illegal substances. All animals must meet veterinary requirements set forth in the State law and County regulation/ordinance.

The student's need for and use of a service animal must be documented in the student's individual education plan (IEP) or Section 504 Plan. A service animal is the personal property of the student and/or parents. The Board of Education does not assume responsibility for training, daily care, health care, or supervision of

service animals. The Board of Education does not assume responsibility for personal injury or property damage arising out of or relating to the presence or use of service animals on District property or at District-sponsored events. For more information, please refer to board policy 8390-Animals on District Property.

CONCUSSIONS

Should a student exhibit signs, symptoms or behavior that is consistent with a concussion or head injury, they shall be removed from P.E. participation. School staff will notify the parent and will recommend an assessment by a physician or health care provider. The student may return to P.E. class with written clearance from the physician or health care provider that it is safe for the student to return to P.E. class. For more information, please refer to policy 5340-student accidents.

CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES

Because a school has a high concentration of people, it is necessary to take specific measures when the health or safety of the group is at risk. The School's professional staff may remove or isolate a student who has been ill or has been exposed to a communicable disease or highly-transient pest, such as lice (Policy 8450).

Specific communicable diseases include diphtheria, scarlet fever, strep infections, whooping cough, mumps, measles, rubella, and other conditions indicated by the Local and State Health Departments. Any removal will be limited to the contagious period as specified by the Delaware General Health District and the Ohio Department of Health).

In cases of communicable disease, a letter may be sent home and/or a notice may be passed on to the school community via email notification informing parents that a situation exists in their child's classroom. Because of the contagious nature of these conditions, it is important that you call the office if you find your child has been diagnosed with a communicable disease. If your child has head lice, it will be necessary for you to bring him/her to be checked in at the clinic to verify that he/she has no live lice before he/she can be readmitted to school. The school nurse or designee will make the final decision on re-admittance to school.

DISTRICT SAFETY PLAN

In case of an emergency, district personnel will follow the District Safety Plan. This plan specifies steps to be followed should an emergency arise that threaten the well-being of students, staff and the public while utilizing school property. In addition to the steps outlined in the District Safety Plan our staff routinely trains on many of these procedures. The drills include fire, tornado and lockdown drills.

In the event of a lockdown, parents will be notified via text and/or email. If the situation causes a delay in the start of the school day or a change in release time, parents will be notified using the district's automated calling system.

To ensure that the district has accurate contact information, please CLICK HERE to review and update your PowerSchool account information or visit the district's website at http://www.olentangy.k12.oh.us/Page/1858.

Please follow the instructions found on the Parent Resources section.

HAND WASHING PROTOCOL

Hand washing with soap and warm water for at least 20 seconds is very important to prevent illness and communicable diseases. It is Olentangy district policy that students and staff will wash their hands at various times throughout the day including but not limited to after using the restroom, before eating, or after sneezing or coughing. When soap and water are not available, disposable hand wipes or gel sanitizers may be used.

HEALTH SCREENINGS

In accordance with Ohio Department of Health requirements and guidelines, school health staff conducts periodic health screenings to detect abnormalities in hearing, and vision. Health screenings may also be conducted when a concern arises. A permission slip will not be sent home for parent permission in advance of the screening. Parents may opt out by notifying the school nurse in writing.

HOMEBOUND INSTRUCTION

The School may arrange for individual instruction at home for students who are unable to attend school because of an accident, illness, or disability. Such instruction may be arranged upon receipt of documentation of the student's condition from a physician (Policy 2412-Homebound Instruction). For more information, contact the building administrator or guidance counselor.

ILLNESS/INJURY

It is important that students are not sent to school if they experience (d) a fever (100°F or above), vomiting, diarrhea and/or a persistent cough within the last 24 hours. It is advisable to keep a child home until the child is symptom-free for 24 hours without benefit of any medication. If a child returns to school and remains ill, parents will be called. If you and the other people on your emergency contact list are unavailable, and therefore unable to be reached, please designate a person we can call temporarily in the event of an illness or accident and notify the office of this change in writing.

MEDICAL CONCERNS

Notify the school nurse of any health concerns that impact your child's school day. If your student is transported to school by bus, the bus drivers should also be provided with this information. Each year Food Service must have an updated statement from your physician documenting the specific food allergy and acceptable substitutes in order to make accommodations within the National School Breakfast and/or Lunch Program.

NON-SMOKING/"VAPING" POLICY

The Ohio Department of Health prohibits smoking in all enclosed public places within the state. Olentangy Local Schools is committed to providing students, staff, and visitors with a smoke-free environment. Smoking and vaping is expressly prohibited in all Olentangy buildings, on school property, on a school bus, or while enroute to or from school, and at events occurring off school property if the student is at any school-

sponsored, school-approved, or school-related activity or function, such as field trips or athletic events, or off the school grounds if the situation is initiated at school.

This non-smoking/vaping policy applies to staff, students, contractors, and visitors. Evidence of indoor smoking/vaping, including the ashes of cigarettes, cigars, pipes, other smoking equipment or products, or vaping paraphernalia (e.g. electronic cigarettes and "vape pens") will result in disciplinary action. Additionally, the sale and/or marketing of cigarettes, tobacco products, e-cigarettes, "vape pens," and all e-cigarette and "vape pen" paraphernalia, is prohibited.

PLAYGROUND SAFETY/ACCEPTABLE TEMPERATURE

Equipment is checked on a monthly basis by the maintenance department. Unsafe equipment will be closed or removed. All items brought from home need to be approved by the classroom teacher and/or recess aide for safety and appropriateness (e.g., balls, jump ropes, etc.).

Children should be properly clothed for daily outside play. Children are sent outside for recess when the temperature is 20° Fahrenheit or above, the wind chill is 15° Fahrenheit or above, and playground conditions permit safe play. We encourage all students to go outside for recess on outside recess days. We understand that children with asthma or those returning after a serious illness may need to occasionally stay in. If your child needs to stay inside, please send a note from home. If the need to stay in is longer than two days, you will need to provide us with a doctor's note specifying the reason.

SPEAK UP! STUDENT HELP! LINE

BULLIED? SPEAK UP! Student Hotline

STAY SAFE. SPEAK UP! Student Hotline

An anonymous system for reporting bullying and other safety concerns. To report a concern, you can access our Stay Safe Speak Up! Helpline in two locations. First, you can visit the district ~~simply visit your school's~~ website and look for one of the two **"Stay Safe"** or **"Bullied?" Speak UP!** icons. Click on the icon that applies, select your area of concern and provide a short explanation of the incident. The system will send your anonymous report to the appropriate people to address your concern. You can also access the Stay Safe Speak Up! Helpline by logging into your MyOLSD portal and clicking on the **"Stay Safe"** or **"Bullied?" Speak UP!** Icons. In addition, you can call (toll free) **1-866-listen2me**.

SUICIDE PREVENTION RESOURCES

If you or someone you know is in crisis, please reach out to someone who can help. Don't wait, contact any staff member or administrator (see AG 5350).

In an urgent situation, please use the resources below:

- The National Suicide Prevention Lifeline provides 24/7 free confidential support for people in distress, prevention and crisis resources are also available: 1-800-273-TALK (8255).
- The Helpline of Delaware and Morrow Counties: Need to talk? Call 211 or 1-800-6842324 or text 898211 to connect with a Suicide Prevention Coordinator.

DRAFT

GENERAL INFORMATION

COPYRIGHT INFRINGEMENT

Claims of copyright infringement may be emailed to olswebmaster@olsd.us or sent by email to the Communications Department: 7840 Graphics Way, Lewis Center, Ohio 43035, 740-657-4050

FEES

According to Policy 6152-Students Fees, Fines, and Charges, the Board may need to levy certain charges to students to facilitate the utilization of other appropriate materials for curricular as well as co-curricular and extra-curricular activities. Any waiver of fees shall be made pursuant to Policy 6152.01. A list of student fees is available on the district's website. You may log into PowerSchool to view/pay your student's fee accounts and any outstanding fees.

Payments should be made in full by credit card online or by cash/check/money order to the school office. To view your fee account and make payments online, please go to your PowerSchool parent account and select *Lunch and Fee Payments*. If you are paying by check, please make it payable to "Olentangy Local Schools." We appreciate your prompt attention to school fees.

At the discretion of the building principal, and upon approval from the treasurer's office, students dropping a class, leaving the district early or enrolling late may have their fees adjusted in cases where the district does not incur additional costs or another funding source is identified. As an alternative to a refund, the fee may be transferred to the student's food service account or pay to participate fees upon the building secretary receiving permission from the parent to do so.

FEE COLLECTIONS AND FEE WAIVERS

If you are financially unable to pay your fees, you may obtain a fee waiver application in the school office. Eligibility for the fee waiver is determined by the number of adult wage earners in the family and their combined income. This information, along with adult family members' social security numbers, must be given in writing to the school office in order to be considered for fee waiver.

The Olentangy Local School District outsources the collection of Non-Sufficient Fund (NSF) checks to the Nexcheck service. The district is happy to accept checks as payment but every check must include your name, address and phone number. Please keep in mind that when a check is provided as payment, it is an authorization by the check writer to either make a one-time electronic transfer from the account or to process the payment as a check transaction. In doing so, the check writer also authorizes Nexcheck to collect a $34.50 fee through an electronic fund transfer from the check writer's account if the payment is returned unpaid.

If you receive a notice from your bank about a non-sufficient funds check, contact Nexcheck at (800) 639-2435.

FOOD SERVICE

Olentangy schools participate in the National School Lunch Program, providing nutritious, well-balanced lunches meeting the Federal and state guidelines including but not limited to the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards. The lunch program provides meals at free or reduced prices for qualified students. Applications are available on the district website or at any school office. You may apply at any time during the school year. For additional information, please refer to Policy and Administrative Guidelines 8500-Food Service & 8531-Free and Reduced-Price Meals.

Olentangy also participates in the School Breakfast Program at ~~select~~ most elementary schools and all middle schools and high schools. Please check with your school to determine if breakfast is offered. The free and reduced price program also applies to breakfast.

Information regarding the breakfast and lunch program, including menus and prices, is available on the district website. Information can be found by selecting "Food Service" under the "Department" heading.

Students may pay with cash, check or they may utilize the debit card system which allows parents to put money on the student's account in advance to pay for their child's ~~lunch~~meals. Deposits may be made online through the district website by selecting "Lunch & Fee Payment" under the "For Parents" heading~~, or checks may be sent to school with the student~~. Please refer to Administrative Guideline 8500D, Meal Charge Procedures, for current charging procedures.

If your child has a medically documented food allergy/disability, Olentangy Food Service will work with you to make the necessary accommodations. Please contact the cafeteria manager at your school or the Food Service Department at 740-657-4053.

FUNDRAISING ACTIVITIES

Student fundraising by approved school organizations, (those whose funds are managed by the treasurer) may be permitted in school as approved by the principal according to Policy 5830-Student Fundraising. Any fund-raiser that involves the sale of food items and/or beverages to students that will be consumed on the school campus during the school day to thirty (30) minutes after the end of the day must comply with the current USDA Dietary Guidelines set forth in Policy 8550-Competitive Foods. Fundraisers also include giving away goods or services, but suggesting a monetary donation. Student fundraising by approved school organizations off school grounds may be permitted under administrative guidelines of the superintendent.

INTRADISTRICT TRANSFERS

The Board of Education will permit any student (grades K - 12) to apply for attendance at their school of choice based upon criteria established by the school administration (Policy 5113.01-Intra-District Open Enrollment). The specific criteria shall be consistent with state law and shall include:

- application procedures, including deadlines for application and for notification of acceptance or rejection of students;
- establishing district capacity limits by grade level, school building, staffing levels and educational program;

DRAFT

- student safety in one building as opposed to another can be a basis for transfer;
- the process must ensure that proper racial balance is maintained;
- notification that parents must provide transportation for their students;
- students entering Grades 9 - 12 will forfeit athletic eligibility for one year.

Complete information about intradistrict transfers is available by contacting the district offices at 740/657-4050 or by visiting the Olentangy Local Schools website: http://www.olentangy.k12.oh.us.

LOCKER ASSIGNMENTS

Subject to availability, a locker may be assigned to each student at the beginning of the school year. Each student is responsible for cleaning and maintaining his or her locker. All lockers remain the property of the school and are subject to search at any time. Student must pay for lost or damaged locks, if applicable. The only locks that may be used are school locks, except in a short-term emergency situation approved by the homeroom teacher or principal. In order to protect personal belongings, each locker must be kept locked and the combination numbers used only by the assigned student. *Students are advised not to share lockers or combination numbers!* Students must provide their own combination lock for gym lockers that are not equipped with built-in locks. Students violating the locker policy are subject to the Code of Conduct.

LOST AND FOUND

Found items are kept in a lost and found location. Found items that are identified with the child's name will be returned. With this in mind, please remember to label your child's clothing. Parents and students are encouraged to check the Lost and Found for missing items. Items not claimed will be given to a charitable organization.

PARTIES

No parties are to be held during the school day unless permission is granted by the principal. When the principal and teacher agree that food will be provided at a class party, allergies and other food-related restrictions of the students in the class must be taken into consideration and accommodated.

POSTERS / COMMUNITY ANNOUNCEMENTS

The principal will approve only those posters/announcements publicizing school events. A community bulletin board may be used by the community groups, businesses, etc., upon obtaining the approval of the principal. All announcements must have an adviser's signature and be approved ahead of time. Flyers from non-profit organizations, district boosters, PTOs are reviewed for posting to the district's website and if approved may be accessed on the district's One-Stop Flyer Shop webpage.

PROCEDURES TO RESOLVE PARENT/TEACHER DISAGREEMENTS

Whenever a complaint is made directly to the board as a whole, a board member as an individual, the superintendent, principal or other administrator, it will be referred to the appropriate building administrator. A teacher who is the object of a complaint will be informed promptly.

A. Step No. 1 - Direct Conversation.

If a parent or community member (complainant) has a disagreement or misunderstanding with a teacher, the complainant should address the concern to the specific teacher directly involved with the circumstances surrounding the concern. The staff member will meet with them as soon as possible, but in no case longer than five calendar days after the teacher has been notified of the concern (subject to change by mutual agreement).

B. Step No. 2 - Fact and Possible Resolution.
If the complainant or the teacher is not satisfied with the outcome of Step No. 1, or the complainant or teacher is unwilling to meet independent of an administrator, a meeting with the teacher, appropriate administrator, and complainant will be arranged at a mutually convenient time, but in no case more than five calendar days after the meeting in Step No. 1. This step is to be informal and verbal. No further action will be taken beyond Step No. 2, unless the complainant submits in writing a signed and dated statement of facts giving rise to this concern, the name of the teacher involved, and the remedy sought.

C. Step No. 3 - Formal Process.
If a complainant's concern is not satisfactorily resolved at either the first or second level, the complainant should then refer this concern to the superintendent in writing. At that time another meeting will be arranged at the convenience of the complainant and staff member directly concerned, but in no case more than 10 calendar days (subject to change by mutual agreement). The staff member has the right to be at all meetings with or without a representative as he/she so determines. Copies of the disposition will be sent to the board.

D. Dispositions.
Dispositions at Step 3 will be sent in writing to all parties within 10 calendar days of the meeting with reasons stated.

E. Repeat Concerns.
If a complainant believes there has been a repeat of the previous concern, they may go directly to Step No. 3 - "Formal Process."

F. Relation to Other Procedures.
This Article does not limit or affect the actions or procedures available to the administration and/or board based on an investigation of alleged misconduct and an administrative or board conclusion based on that investigation that action adverse to the teacher is warranted. Any such action against the teacher is subject to applicable laws and other articles of this Agreement.

RELEASE OF STUDENT PHOTOS AND WORK ONLINE

The Olentangy Local School District believes it is important to share accurate and timely information about the district with stakeholders. In addition, many online tools provide educational opportunities for student learning. As such, from time to time the district may share student information with the public in a web-based environment such as, but not limited to, the district's website, YouTube, Twitter or Facebook. The district's Web Guidelines allow for the following student information to be used online at the elementary school level:

- Student's first name only;
- Student work (such as, but not limited to, artwork, podcasts, blogs, writing samples, videos, etc.); and,
- Student photographs, but names may not directly accompany any student photograph.

DRAFT

If you do not want your student's information used in a web-based environment, simply submit a written request to the Communications Department. Requests should be directed to Olentangy Local School District, Attn: Communications Department, 7840 Graphics Way, Lewis Center, Ohio 43035, (740) 657-4050.

RELEASE OF STUDENT PHOTOS, MEDIA, AND INTERVIEWS

During the year, the Olentangy Local Schools often have the opportunity to film and photograph students in a variety of school-related activities. Student recognition programs, academic and fine arts programs are a few examples of these activities.

As such, these videos and photographs may be used in communication tools such as the district newsletter, district website and community ~~postcard~~ publications and in communications with the media such as allowing interviews or photographs with students. The district reserves the right to deny media requests for student interviews at any time.

Highlighting achievements in our schools is an integral part of reporting responsibly to our community and is a way of sharing in the success of our schools and students. However, it is our primary goal to respect your privacy.

Parents have the right to submit a written request to the Communications Department directing the district not to release directory information, including the information as listed above. The written request or any questions should be directed to the Communications Department, Olentangy Local School District 7840 Graphics Way, Lewis Center, Ohio 43035, (740) 657-4050.

RELEASE OF STUDENT RECORDS

The Family Educational Rights and Privacy Act (FERPA) affords parents and students 18 years or older certain rights with respect to the student's education records. These rights, which are fully explained in Olentangy Board of Education Policy and ~~Regulations~~ Guideline 8330-Student Records include:

- The right to inspect and review the student's education records.
- The right to request the amendment of the student's education records that are believed to be inaccurate and the right to a hearing if the request is not honored.
- The right to file a complaint with the U.S. Department of Education regarding an alleged violation of FERPA.
- The right to consent to the disclosure of personally identifiable information within the student's records, unless disclosure is otherwise authorized by law or unless disclosure is made to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school

official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

- The following is designated as "**directory information**," which may be disclosed without prior written consent: a student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, height and weight, if a member of an athletic team, dates of attendance, date of graduation, and awards received.

Parents have the right to submit a written request to the Communications Department, preferably within two weeks after the first day the student is enrolled in a school year, directing the district not to release directory information concerning their child to third parties. Examples of third parties include PTOs, Booster organizations and the media. According to Ohio Revised Code, public schools are prohibited from releasing directory information to third parties who intend to use the information for profit-making ventures. The written request or any questions should be directed to the Communications Department, Olentangy Local School District, 7840 Graphics Way, Lewis Center, Ohio 43035, (740) 657-4050.

RIDING BIKES/SCOOTERS TO SCHOOL

If a student chooses to ride a bike, scooter, skateboard, hover board, etc. to school, they are required to dismount when they arrive on school property. We highly recommend helmets for students using this mode of transportation.

RIGHTS REGARDING SURVEYS

Under the Protection of Pupil Rights Amendment (PPRA), parents have the right to prohibit their child from participating in surveys.

Rights afforded parents include:

- to inspect for a time period of two weeks, upon request, a survey created by a third party before the survey is administered or distributed by a school to students;
- to know of arrangements to protect student privacy in a survey, including the right to opt out, if it includes questions regarding political affiliations, religious practices or other questions as outlined in PPRA;
- to receive reasonable notice at the beginning of each school year that their child may be involved in Board-approved third party surveys.

Parents/Guardians will be contacted by the school district in advance of any survey being distributed to their student (~~OLSD~~ Policy 2416-Student Privacy & Parental Access to Records and 8330-Student Records).

SPECIAL DELIVERIES TO SCHOOL

Parents are asked to remember that sending balloons, flowers, gifts, and the like to children during the school day may create a disruption to learning. These items may be better enjoyed at home. If parents choose to send balloons, gifts, etc. to the school, they may be held in the office until the end of the day. Parents may need to pick up said items as they may not be allowed on the bus. This would be at the discretion of the building administrator.

STAFF GIFTS

The Board of Education considers the presentation of gifts to professional staff members by students and their parents an undesirable practice because it tends to embarrass students with limited means and gives the appearance of currying favor. Such compensation includes, but is not limited to, cash checks, stocks, or any other form of securities, gifts and other such things of value (more than $25).

The superintendent may approve acts of generosity to individual staff members in unusual situations. However, at no time may a staff member accept compensation from any other source, other than the Board, for the performance of his/her duties, any other act or service in his/her public capacity, for the general performance of the duties of his/her public employment, or as a supplement to his/her public compensation.

TELEPHONE USE

Telephones in the school are for business purposes. In emergencies only, students may obtain permission to use the phone. We will not allow students to call when they have forgotten something at home or to make arrangements to visit with another child after school. The staff of Olentangy Local Schools greatly values their instructional time. If you need to leave a message for your child's teacher, please use his/her voice mail. Students will only be called from the classroom in case of an emergency.

UNAUTHORIZED USE OF THE BUILDING

Students are not to remain at school after dismissal unless they are part of a school activity supervised by a teacher, adviser or coach. Any student using the building without authorization and supervision will be referred to the local police authorities. No students will be permitted to use the building when school is not in session without authorization and supervision and will be subject to school disciplinary action. Students who remain after dismissal to use outdoor recreational facilities do so at their own risk. The school district assumes no responsibility for them. These students are not permitted to re-enter the building.

VALUABLE PERSONAL PROPERTY

The school will NOT accept responsibility for the loss, damage, or theft of personal property. ~~Personal~~ Valuable personal property items is to be left at home. Electronic are to be turned off, kept out of sight, and not used during the school day unless authorized by building policy. The use of any personal property that is contrary to building policy may result in disciplinary action and confiscation of the item(s). At the building leadership's discretion, confiscated items may only be returned to a student's parent or guardian.

VISITORS

We welcome visitors to our school. You must enter through the front door and sign the visitor register. You are also required to wear visitor identification. To maintain the high quality of our educational program, we ask that parents give the teacher advance notice and classroom visits be limited to approximately 30 minutes. Visitors are subject to our school visitor's policy 9150.

If there is a valid reason that a visitor must come to school with one of our students, this will be considered by the principal or assistant principal. The student must submit a *Request for Student Visit* form three school

DRAFT

days prior to the visit and must be responsible for the behavior of the visitor while at school. The visitor is to sign-in at the school office.

VOLUNTEERS

Certain programs and activities can be enhanced through the use of volunteers who have particular knowledge or skills that will be helpful to staff members responsible for the conduct of those programs and activities. Each volunteer is required to abide by all board policies and district guidelines while on duty as a volunteer (including, but not limited to, the volunteer's obligation to keep confidential and not release or permit access to any and all student personally identifiable information to which s/he is exposed except as authorized by law). Furthermore, all volunteers who work or apply to work unsupervised with children on a regular basis will need to display appropriate behavior at all times, and they may be required to provide a criminal records check prior to their service. For additional information, please refer to OLSD policy 3120.09-Volunteers or contact your building secretary.

DRAFT

OLENTANGY LOCAL SCHOOLS

Berkshire Middle School
2869 s. 3 B's & K Road
Galena, OH 43021
740-657-5200

Hyatts Middle School
6885 Sawmill Parkway
Powell, OH 43065
740-657-5400

Liberty Middle School
7940 Liberty Road
Powell, OH 43065
740657-4400

Orange Middle School
2680 East Orange Road
Lewis Center, OH 43035
740-657-5300

Shanahan Middle School
814 Shanahan Road
Lewis Center, OH 43035
740-657-4300

2018-19 MIDDLE SCHOOL STUDENT & PARENT HANDBOOK EXHIBIT

Last adoption date: May 18, 2017

TABLE OF CONTENTS

INTRODUCTION 4

LETTER FROM THE PRINCIPAL 4
FOREWARD 4
MISSION STATEMENT 4
VISION STATEMENT 4
DISTRICT INFORMATION SOURCES 2
EQUAL EDUCATION OPPORTUNITY / PROHIBITION AGAINST DISCRIMINATION 2
FEDERAL/STATE/LOCAL COMPLIANCE 3
ONLINE ACCESS TO STUDENT INFORMATION 3
SCHOOL CLOSINGS AND DELAYS 3

ATTENDANCE 4

GENERAL ATTENDANCE INFORMATION 4
MIDDLE SCHOOL HOURS 4
ABSENCES, TARDINESS, AND TRUENCY 4
EXCUSED ABSENCES 5
UNEXCUSED ABSENCES 5
ILLNESS WHILE AT SCHOOL 6
EARLY DISMISSAL OF STUDENTS 7
EXTRA-CURRICULAR/CO-CURRICULAR DAY PARTICIPATION 7
ATTENDANCE CONSEQUENCES 7
REVIEW PANEL 7
SPECIAL ABSENCES: ALTERNATE LEARNING EXPERIENCE (ALE) AND STUDENT VACATIONS DURING THE SCHOOL YEAR 7
WITHDRAWAL FROM SCHOOL 8

CODE OF CONDUCT 9

CODE OF CONDUCT RULES 10
DISCIPLINE OPTIONS 13
ALCOHOL, TOBACCO, AND DRUG PREVENTION GUIDELINES 17
BUS RULES 23
BUS PASSES 26
CAFETERIA RULES 27
CONFIDENTIALITY IN REGARDS TO SEXUAL HARASSMENT AND SEXUAL VIOLENCE 27
COURT REFERRAL 27
DANCES 27
DRESS CODE 28
DUE PROCESS AND RIGHT OF APPEAL 29
HALL PASSES 30
HAZING, HARASSMENT, INTIMIDATION, BULLYING, AND SEXUAL HARASSMENT 30
PARENTAL SUPERVISION AT EVENTS 33

DRAFT

QUESTIONING OF STUDENTS 33
SCHOOL'S RIGHT TO SEARCH 34
SECURITY RECORDINGS 34
WEAPONS AND / OR DANGEROUS ORDINANCES 34

CURRICULUM, INSTRUCTION, AND ASSESSMENT 35

ALTERNATE EDUCATION PROGRAMS 35
CLASS SCHEDULES 36
COUNSELOR SERVICES 36
COLLEGE CREDIT PLUS (CCP) 36
EQUITY AND INCLUSION PROGRAM 38
FIELD TRIPS 38
HOMEWORK 39
LIBRARY/MEDIA CENTER 39
MIDDLE SCHOOLS GIFTED SERVICES 40
RELEASE TIME FOR RELIGIOUS EDUCATION 40
RESPONSE TO INTERVENTION / MULTI-TIERED SYSTEM OF SUPPORT (RTI/MTSS) 41
TECHNOLOGY USAGE POLICY 41

GRADING 45

STUDENT AVERAGE 45
GRADING SCALE 45
GRADING INFORMATION 46
REPORT CARDS 46
ACADEMIC RECOGNITION ROLLS 46
RETENTION 46
HIGH SCHOOL CREDIT BELOW THE NINTH GRADE 46
GRADUATION REQUIREMENTS 47
POLICY ON ACADEMIC ACCELERATION, EARLY ENTRANCE TO KINDERGARTEN, AND EARLY HIGH SCHOOL GRADUATION 47

HEALTH AND SAFETY 48

HEALTH REGULATIONS 48
ANIMALS IN SCHOOLS AND ELSEWHERE ON DISTRICT PROPERTY 49
CONCUSSIONS 49
CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES 49
DISTRICT SAFETY PLAN 50
HAND WASHING PROTOCOL 50
HEALTH SCREENINGS 50
HOMEBOUND INSTRUCTION 51
ILLNESS/INJURY 51
MEDICAL CONCERNS 51
NON-SMOKING/"VAPING" POLICY 51
SPEAK UP! STUDENT HELP! LINE 51

DRAFT

SUICIDE PREVENTION RESOURCES 52
GENERAL INFORMATION 52
COPYRIGHT INFRINGEMENT 52
FEES 52
FEE COLLECTIONS AND FEE WAIVERS 53
FOOD SERVICE 53
FUNDRAISING ACTIVITIES 54
INTRADISTRICT TRANSFERS 54
LOCKER ASSIGNMENTS 55
LOST AND FOUND 55
PARTIES 55
POSTERS / COMMUNITY ANNOUNCEMENTS 55
PROCEDURES TO RESOLVE PARENT/TEACHER DISAGREEMENTS 55
RELEASE OF STUDENT PHOTOS AND WORK ONLINE 56
RELEASE OF STUDENT PHOTOS, MEDIA INTERVIEWS 57
RELEASE OF STUDENT RECORDS 57
RIGHTS REGARDING SURVEYS 58
STAFF GIFTS 58
UNAUTHORIZED USE OF THE BUILDING 59
VALUABLE PERSONAL PROPERTY 59
VISITORS 59
VOLUNTEERS 59
CO/EXTRA CURRICULAR ACTIVITIES 60
EXTRA-CURRICULAR ACTIVITIES 60
ATHLETIC ELIGIBILITY 60
PAY TO PARTICIPATE 60
SCHOOL CLUBS AND ORGANIZATIONS 61

DRAFT

BOARD OF EDUCATION

- Mindy Patrick — President
- Kevin O'Brian — Vice President
- Roger Bartz — Board Member
- Julie Wagner Feasel — Board Member
- Dave King — Board Member

OLENTANGY LOCAL SCHOOLS

Administration Offi

INTRODUCTION

LETTER FROM THE PRINCIPAL

Dear Parent/Guardian and Student,

On behalf of the entire staff, we take great pride in welcoming you to the middle school. It is essential that parents and students read the Student Handbook. We are more than happy to answer any questions or concerns that you may have. We are looking forward to working with each and every one of you as we embrace the new school year, continue to build on a tradition of academic excellence and provide a positive learning experience.

It is a pleasure to have you as a member of the Olentangy family. We strive to foster a partnership between home and school; we look forward to working with you. Best wishes for a successful school year!

Sincerely,

Olentangy Middle School Principals

FOREWARD

The Olentangy Local School District (OLSD) Student Handbook was developed to answer many of the commonly asked questions that you and your parents may have during the school year and to provide specific information about certain board policies and procedures. Please take time to become familiar with the important information contained in this handbook and keep the handbook available for reference. Please note that the majority of information in our handbooks is standardized and applies to all students K-12. If you have any questions that are not addressed in this handbook, you are encouraged to talk to your teachers or the building principal. This handbook replaces all prior handbooks and other written material on the same subjects. If any of the policies or administrative guidelines referenced herein are revised, the language in the most current policy or administrative guideline prevails. Copies of current board policies and administrative guidelines are available ~~from the building principal and~~ on the district's website CLICK HERE.

MISSION STATEMENT

OUR MISSION IS TO FACILITATE MAXIMUM LEARNING FOR EVERY STUDENT

VISION STATEMENT

TO BE THE RECOGNIZED LEADER FOR HIGH PERFORMANCE AND EFFICIENCY IN EDUCATION

The vision of the District illustrates the Board of Education's commitment to achieve a level of excellence, while continuously adapting to meet the challenges of the future.

DRAFT

DISTRICT INFORMATION SOURCES

Olentangy offers a variety of ways to keep up with important news and information on our school district:

- **Website**: The district's site offers a wealth of information about Olentangy, including building information, district policies, school closings and delays, kindergarten registration, Board of Education meeting minutes, Top News, the district Continuous Improvement Plan and curriculum maps. Make sure you regularly visit the district's website, please **CLICK HERE** or go to http://www.olentangy.k12.oh.us .
- **Email Notification System**: Receive news, announcements and updates from Olentangy straight to your email inbox and / or smartphone. Parents / guardians of Olentangy students are automatically registered for email notifications based on their PowerSchool account information. To learn more, visit http://www.olentangy.k12.oh.us/domain/55.
- **Calling System:** Parent/guardian calling, email and text message contact information is based on their PowerSchool account. For instructions on how to update your PowerSchool account information, please CLICK HERE or visit: http://www.olentangy.k12.oh.us/Page/1858.
- **Social Media**: Follow the district on Facebook at http://www.facebook.com/olentangylocalschools, and on Twitter at @OlentangySD.
- **Mobile App:** The district's mobile app allows you to receive customizable school news, school building and district calendars, push notifications, texts messages, phone calls and more – all sent directly to your smartphone and mobile devices. The "Olentangy Local SD" app is available for download for iPhone and Android users in the app store (iTunes, Google Play) on their mobile device.

EQUAL EDUCATION OPPORTUNITY / PROHIBITION AGAINST DISCRIMINATION

This District provides an equal educational opportunity for all students. ~~The~~ Olentangy Local Schools ~~District~~ is committed to having an environment free from all discrimination, including harassment, intimidation, or bullying on the basis of race, color, ~~or~~ national origin, sex (including sexual orientation and transgender identity), disability, age, religion, ancestry, or genetic information. The district prohibits harassment, intimidation, or bullying in the school environment, including all academic, extracurricular and school-sponsored activities. A student who violates this prohibition will be subject to the potential penalties set forth in the CODE OF CONDUCT DISCIPLINE section of this handbook.

A staff member, any student or student's parent or legal custodian who believes that a student has been subjected to harassment, intimidation, or bullying on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, ancestry, or genetic information may seek resolution of his/her complaint through the district's complaint procedures.

The District employee responsible for receiving and/or investigating reports of harassment on the basis of race, color or national origin, including the investigatory report, who is referred to in this policy as the Anti-Harassment Complaint Coordinator is:

Randy Wright
Chief of Administrative Services
Randy_Wright@olsd.us
740-657-4012

DRAFT

FEDERAL/STATE/LOCAL COMPLIANCE

The Olentangy Local School District complies with federal laws that prohibit discrimination in programs and activities receiving federal assistance. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color or national origin. The American's with Disabilities Act (A.D.A.) and Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of handicap. Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex. The Age Discrimination Act of 1975 prohibits discrimination on the basis of age. Olentangy Local Schools also complies with the Family Education Rights and Privacy Act of 1994 and grants parents/guardians the right to examine children's official school records. Inquiries regarding unlawful discrimination may be directed to the principal of the building or the district compliance officer.

ONLINE ACCESS TO STUDENT INFORMATION

Students and parents are able to access information via a web-based system:

- Students use their **myOLSD** account to access curriculum resources, report cards, ~~lunch account balance, transportation information~~ and additional individual student information. Students can access **myOLSD** from the Student Resources page of the district website.
- Parents can access ~~this information~~ student lunch account and transportation information via their **PowerSchool** account. In addition, parents can access student courses, class materials, online assignments and course calendar information via their **Schoology** account. Parents can access **Schoology** and **PowerSchool** on the Parents Resources page of the district website.

The district website can be found at http://www.olentangy.k12.oh.us. If you forget your password, please contact your building secretary.

SCHOOL CLOSINGS AND DELAYS

In the event of inclement weather, school delays and closings will be posted online at http://www.olentangy.k12.oh.us. Delay and closing information will also be reported using an automated phone system, the email notification system, the local television stations (Channels 4, 6, 10 and 28) and the radio stations (FM Channels 92.3, 94.3, 94.7, 97.9, 99.7, 103.9, 103.5/104.3, 104.9, 105.7 and 107.9 and AM Channels 610, 920, 1490 and 1550) and the district's mobile app. There may be times when it is necessary to dismiss school during the day because of an emergency. In such instances, parents will be contacted using the district's automated phone system. Parents are urged to make arrangements with a neighbor or friend so that their child will have a place to go in case of an emergency if a parent/adult is not home.

DRAFT

ATTENDANCE

GENERAL ATTENDANCE INFORMATION

MIDDLE SCHOOL HOURS

- Hyatts Middle School, Orange Middle School, and Shanahan Middle School are in session from 7:40 a.m. – 2:45 p.m.
- Liberty Middle School is in session from 8:05 a.m. – 3:10 p.m.
- Berkshire Middle School is in session from 8:10 a.m. - 3:15 p.m.

If a student is absent from school, a parent or guardian must notify the attendance office to inform the school of their student's absence. Without this notification, Ohio law requires that the school contact parents by phone or letter to inform them of the student's absence.

ABSENCES, TARDINESS, AND TRUENCY

Students shall arrive at school and be in the classroom for each of their assigned classes at the properly scheduled time. ~~Habitual tardiness, according to Ohio law, is truancy and will be treated as such~~. A student will be considered habitually truant if the student is absent without a legitimate excuse

1. for thirty (30) or more consecutive hours,
2. for forty-two (42) or more hours in one (1) school month, or
3. for seventy-two (72) or more hours in one (1) school year.

When a student is habitually truant, the district will convene an Absence Intervention Team, to which the student's parent/guardian will be invited. The team will develop an Absence Intervention Plan to improve the student's attendance. If the student fails to make progress on the plan the district will report the student to juvenile court (ORC 3321.19).

To prevent students from becoming habitually truant, the school will notify a student's parent/guardian whenever a student is absent with or without a legitimate excuse

1. for thirty-eight (38) or more hours in one (1) school month or
2. sixty-five (65) or more hours in one (1) school year.

The following definitions are used to determine how student absence from school is recorded. See Board Policy 5200 for additional rules regarding student absence.

- Tardy- Students who arrive within 90 minutes of the school starting time will be considered tardy.
- Half-Day Absence- Students who are in school for more than 90 minutes but less than 3 hours and 20 minutes will be considered a half-day (1/2 day) absent..
- Full-Day Absence- Students who are in school for less than 3 hours and 20 minutes will be considered a full-day absent.
- Early Departure- Students who leave within 90 minutes of the end of the day will be considered a PM tardy.

DRAFT

After school begins, students are required to report to the attendance office immediately upon arrival to obtain an *Admit Slip*.

- Each student will be permitted one tardy per quarter.
- On the second, third and fourth unexcused tardies in a quarter, a detention may be issued.
- On the fifth, sixth and seventh unexcused tardies in a quarter, a Wednesday or Saturday School may be issued and a parent conference may be requested.
- On the eighth and subsequent unexcused tardies in a quarter, an In-School Detention or similar consequence may be assigned, and a parent conference may be requested.

EXCUSED ABSENCES

The following are typical conditions that may excuse a student from school attendance:

1. Personal illness or injury (a medical verification note may be required by the school principal);
2. Family illness - an emergency situation requiring the student to be absent from school;
3. Quarantine of the home by local health officials;
4. Death of a relative (limited to three days unless reasonable cause can be shown for a longer absence);
5. Observance of a religious holiday consistent with student's established creed or belief;
6. Good cause approved by the superintendent;
6.7. Emergency Circumstances approved by the principal.

Students returning to school after an absence may bring a written note from their parents or guardian stating:

1. The dates of absences,
2. The reason for the absences,
3. The parent or guardian signature, and
4. The parent or guardian phone number.

The student should report to the attendance office the day he/she returns to school. All students must obtain an *Admit Slip* the day of return. Absences documented with medical verification notes for each date absent will be excused.

UNEXCUSED ABSENCES

Any student absences that cannot be confirmed with a medical note or parent contact upon or prior to the student's return to school may be subject to the following consequences:

1. On the first offense a student may be issued a detention.
2. On the second offense a student may be issued a Wednesday or Saturday School.
3. On the third offense a student may be issued In-School Detention.
4. On the fourth or subsequent offenses a student may be issued Out of School Suspension.

Any of the above consequences may be waived upon the submission of a written excuse for the absence(s) in question.

Students may be permitted to complete/submit work missed due to an unexcused absence for full credit.

Students leaving school because of illness or other excused reason still require parent confirmation. After repeated absences, a doctor's note may be required to excuse future absences. Parent and or doctor's notes may be accepted by fax or e-mail in the main office. Admit slips for absences should be obtained before the start of the school day. Failure to follow Attendance Guidelines may result in school discipline. It is the responsibility of the school to report all attendance concerns to the Juvenile Court. A court officer will follow procedures to ensure the regular attendance of all students.

ABSENCE GUIDELINES

- Tardy – Arriving up to two periods late to school.
- Half-day Absence – Attendance for more than two academic periods, but less than four full academic periods.
- Full-day absence – Attendance for less than four full academic periods.
- Extra-curricular participation – In order for a student to participate in any extracurricular activity, the student must be in school for at least four full periods, not including lunch period.
- Doctor Appointments/Court Appearances – Under normal circumstances, no more than one-half day will be excused for medical appointments or court appearances. Medical appointments should be scheduled outside the school day when possible.

FIVE CLASS PERIOD RULE

This policy designates five class periods as the maximum number of absences to be permitted in any one course during a nine-week grading period. If this number is exceeded, the student may receive a grade of "F" in that class for the nine-week grading period, or be subject to other consequences as outlined in the code of conduct.

Exceptions to the Five Class Period Rule (these absences do not count against the total):

- Absence verified by medical documentation for each date absent
- Observance of a religious holiday consistent with student's established creed or belief
- Death in the immediate family, limited to three days unless extenuating circumstances exist and absence is approved by the principal
- School-related absence – participation in a school-related activity (such as a field trip)
- Court appearance, with documentation
- Emergency circumstances, with principal's approval
- In-School Detention (ISD)
- Suspension Alternative Program (SAP)

ILLNESS WHILE AT SCHOOL

If a student should become ill or injured during school, s/he must ask his/her teacher for a pass to the clinic. The school must obtain parental permission in order for a student to be released from school due to illness. Prior to leaving the clinic for home, students and/or parents must sign out in the attendance office.

If the student is sent home from school by the clinic staff for medical reasons, the absence for that school day will be counted as excused and will not count against the Five Class Period rule. Parents are requested to report all communicable diseases to the clinic. Being ill in the restroom for any extended period of time

DRAFT

will not be accepted as an excuse to miss class. If a student is too ill to report to the clinic, notify the school office as soon as possible.

EARLY DISMISSAL OF STUDENTS

Middle and high school students seeking an early dismissal should report to the attendance office before first period with a parent note stating the reason and time to be excused. The student will be given a pass that is to be shown to the classroom teacher before signing out. The reason for early dismissal must be explicit in order to be considered excused. In case of a medical appointment, the student should turn in a doctor's note upon their return to school in order for it to be excused. Students must never leave the school building without permission and/or without signing out in the attendance office with custodial parent(s) or guardian approval. Failure to follow this procedure may result in school discipline.

EXTRA-CURRICULAR/CO-CURRICULAR DAY PARTICIPATION

In order to participate in a school day extra-curricular/co-curricular activity, students must be in attendance four periods of the school day, not including lunch. A block scheduled class is equal to two regular class periods. Field trips, Alternate Learning Experiences, concurrent enrollment, medical/dental appointments and special family situations may be excused by an administrator.

ATTENDANCE CONSEQUENCES

The teacher should notify the main office in writing after the student has been absent from class three times in a nine-week grading period, but it is the student's responsibility to be aware of the number of days s/he has missed in each class. Upon the sixth absence, the teacher will notify the main office that a student has missed six class periods and may fail for the nine-week grading period, or be subject to other consequences as outlined in the code of conduct.

A student who has failed due to absences may serve one Saturday School to reduce one absence. Only one absence day per school year can be eliminated in this manner. The student must contact the principal or principal's designee within five school days after the end of the grading period to schedule a Saturday School. All other situations may be taken before the review panel.

REVIEW PANEL

Parents or students may request that a review panel examine their case if, in their opinion, there were extenuating circumstances that caused the student to exceed five absences in a class. A review panel will consist of a building administrator and four teachers chosen by the building administrator. The review will not take place until a Saturday School make-up has been arranged. The request for review must be received within five days after the end of the grading period.

SPECIAL ABSENCES: ALTERNATE LEARNING EXPERIENCE (ALE) AND STUDENT VACATIONS DURING THE SCHOOL YEAR

The Olentangy Board of Education recognizes that educational experiences are not limited to those taking place within the building. It is desirable to afford students the opportunity to take advantage of an unusual opportunity to learn, provided those experiences have obvious educational benefits. Students may be

DRAFT

required to submit a report or journal of their experience. Students are also permitted to take vacation with their family during the school year. ALE and student vacation absence days count as absences and state laws about excessive absences still apply in these circumstances.~~toward the Five Class Period/Day Rule.~~

If approved, school absences due to an ALE or vacation will be considered excused and schoolwork missed during the experience may be made up. Teachers will not be required to give homework assignments prior to the absence. Upon receiving an ALE or vacation request, the building administrator will do one of the following:

1. approve the request,
2. give conditional approval to the request, or
3. deny the request.

Requests that would cause a student ~~to exceed the Five Period Class/Day Rule~~ significant academic risk may be conditionally approved by the building administrator pending the student satisfactorily~~ completing all academic course work~~ achieving relevant academic expectations. It should be noted that additional days absent~~, counting toward the Five Class Period/Day Rule, within the grading period of~~ beyond the ALE or vacation could ~~cause the student to fail the nine-week grading period or be otherwise impacted~~ negatively impact the student academically.~~(e.g. Third Grade Guarantee).~~ An ALE will not be approved for longer than 10 days. Absences that are not approved for an ALE or vacation may be marked as unexcused.

To be granted an ALE, the student will meet all the criteria listed below:

1. Submit a request on the designated form one week prior to the proposed absence, this form is available on the district website as well as in the main office;
2. Document a valid learning content to the alternate experience, if applicable; ~~and~~
3. Demonstrate satisfactory attendance history: and
~~3.~~4. The ALE request must not fall within district testing windows.

An ALE or vacation request will not be approved for applications submitted after the experience, if there are academic concerns, for experiences that fall within district testing windows. An ALE or vacation request may be denied at the discretion of the building principal. Multiple ALEs and vacation requests are discouraged from being submitted in the same academic year.

WITHDRAWAL FROM SCHOOL

When withdrawing from Olentangy Local Schools, a parent or guardian must be present, sign the Withdrawal Sheet, and the following must be met:

1. All fees are paid, including library fines, etc.;
2. Books are returned in satisfactory condition; and
3. Assigned work is completed.

You must provide the address of the new school and your family's forwarding address. Your child's records will be sent within 14 days of our receiving a request for records from the new school.

DRAFT

CODE OF CONDUCT

A major component of our educational program is to prepare students to become responsible citizens who conduct themselves properly and in accordance with established standards. Students are expected to behave in accordance with Federal, State and local laws and rules and Board policies and Administrative Guidelines, and in a way that respects the rights and safety of others (Policy 5500-Student Conduct).

The image a school portrays is often determined by the behavior of its students and the physical appearance of the building. We must all - students, teachers, administrators, support staff and community members - show pride by doing our share to make the school a better place in which to learn and work. One of the main goals of the Olentangy Local Schools is to develop self-discipline in all students and maintain an appropriate educational atmosphere.

The Board believes that students should learn to assume responsibility for their own behavior and the consequences of their actions. The Board has zero tolerance of violent, disruptive or inappropriate behavior by its students. (Policy 5600-Student Discipline) Staff will take corrective action to discipline a student when their behavior does not fall within these parameters.

Because the Board believes that students, staff members, and visitors are entitled to function in a safe school environment, students are required to report knowledge of dangerous weapons or threats of violence to the Principal. Failure to report such knowledge may subject the student to discipline. In addition, sexual harassment of a student may reasonably be considered child abuse that must be reported to the proper authorities.

Students may be subject to discipline for violation of the Student Code of Conduct / Student Discipline Code even if that conduct occurs on property not owned or controlled by the Board but where such conduct is connected to activities or incidents controlled by the Board. Conduct regardless of where it occurs, under the supervision of a district official/ employee or directed at a district official/employee or their property is subject to discipline.

A violation of any rule may result in discipline including, but not limited to:

- After-school, morning, or lunch detention
- Referral to school counselor
- Saturday or Wednesday School
- In-School Detention (ISD)
- Suspension Alternative Program (SAP)
- Out-of-School Suspension (OSS)
- Emergency removal
- Court referral
- Expulsion
- Permanent exclusion
- Compensatory payment of damages
- Loss of bus privileges
- Loss of credit for assigned work or tests
- Assigned work related to the offense
- Loss of other privileges

Participation in extra-curricular activities, including interscholastic sports, is a privilege and not a right. Students may be prohibited from all or part of their participation in such activities by authorized school personnel for offenses or violations of the Student Code of Conduct or Athletic Code of Conduct. Students

prohibited from participation in all or part of any extra-curricular activity are not entitled to further notice, hearing and/or appeal rights (See Policies 2431-Interscholastic Athletics and 5610.05 -Prohibition from Extra-Curricular Activities).

IMPORTANT NOTICES:

~~Notice to students~~:

- Discipline of Students with Disabilities- Students with disabilities are entitled to the rights and procedures afforded by the Individuals with Disabilities Education Improvement Act (I.D.E.I.A.), and, where applicable, the Americans with Disabilities Act (A.D.A.), and/or Section 504 of the Rehabilitation Act of 1973 (Policy 5610).

- Notification of Criminal Activity- School staff may report suspected criminal misconduct by a student to law enforcement. Law enforcement officers will be permitted to carry out necessary law enforcement functions in the schools, including the removal of a student from school grounds in appropriate circumstances.

- Video Surveillance- The use of video surveillance equipment may be used in the investigation of violations of the Code of Conduct and may be used by school officials for educational purposes and safety; therefore these records will remain in possession of the school/district. Students may receive discipline as a result of what is recorded.

The following code of conduct rules apply to all activities in the district, including activities on school property, on a school bus, or while enroute to or from school, and those occurring off school property if the student is at any school-sponsored, school-approved, or school-related activity or function, such as field trips or athletic events, or off the school grounds if the situation is initiated at school. Students shall be given due process before a disciplinary action is taken.

CODE OF CONDUCT RULES

1. Disruption of School- Students shall not cause disruption or obstruction to the normal operation of this school or any other school or school district.
2. Harassment, Sexual Harassment/Violence, Bullying and/or Retaliation- Students or groups of students shall not harass, sexually harass, bully and/or retaliate against other students, school employees, persons that are guests of the school or persons conducting business for the school. This applies to but not limited to act or acts that create a hostile environment when it interferes with or limits a student's ability to participate in or benefit from the school's program. (Refer to Hazing, Harassment, Intimidation, Bullying, and Sexual Harassment/Violence section below)
3. Intimidation and / or Threats- Students shall not, through verbal, written, technological or any other means, make statements that state that physical or emotional harm may come to another person or to an institution. Bomb threats will result in a recommendation of expulsion from school.
4. Use of Obscene or Discriminatory Language / Materials / Actions / Gestures- Students shall not use

obscene, vulgar, profane or discriminatory language, make inappropriate gestures / actions or possess vulgar materials. Note: Discriminatory language is defined as verbal or written comments, jokes, and slurs that are derogatory towards an individual or group based on one or more of the following characteristics: race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, ancestry, or genetic information.

5. Attendance- No student shall fail to comply with state attendance laws including, but not limited to, truancy or tardiness from a specific class or school. No student shall leave school property or an assigned educational location once he or she has come under the supervision of a school employee, prior to specified dismissal times, without official permission.
6. Forgery- Students shall not misrepresent a signature on any document.
7. Damage of Property- Students shall not cause or attempt to cause damage of school property, including buses and bus seats, or personal property. Students shall not touch or handle another person's property without their authorization. Students must pay for any damages they cause to school equipment, materials or facilities and may be subject to additional disciplinary action. Anything, such as fire, that endangers school property and its occupants will not be tolerated. Arson is a felony.
8. Assault- Students shall not act or threaten to act in such a way as to cause physical injury to other students, any school employee or other persons. Specific violations include but are not limited to:
    a. Fighting/Violence
    b. Serious bodily injury
    c. Threats or intentions of fighting, violence, or serious bodily injury (see #3 – Threats)
    d. Unauthorized touching, pushing, shoving, slapping, snapping, and/or hands on or threats to put hands on.
9. Failure to Obey Instructions/Insubordination/Disrespect- No student shall fail to comply with any lawful instructions or requests of teachers, student-teachers, principals or other authorized personnel during any period of time when he or she is properly under the authority of such school personnel. No student shall fail to provide information, or supply false information, when it is requested.
10. Dangerous Weapons and Instruments- Students shall not possess, handle, transmit or conceal any dangerous weapon or instrument on school property, in a school vehicle or at any school-sponsored activity. Bringing a firearm (as defined in the Federal Gun-Free Schools Act of 1994) onto school property, competition, extracurricular event, or other school sponsored event, regardless of where it occurs, will result in a mandatory one (1) year expulsion under Ohio law. This expulsion may be reduced on a case-by-case basis by the superintendent.

    Firearms (including starter pistols), objects that are indistinguishable from and/or represented as firearms, explosives, incendiary devices and knives (any object with a blade and a handle) are considered dangerous weapons. Other instruments/devices may also be defined as dangerous weapons depending on their use or intended use. Should a student have knowledge of a weapon or dangerous instrument on school property, in a school vehicle or at a school-sponsored activity and not report it to a school employee, the student may be held to the same disciplinary measures

as that of the perpetrator. (Refer to O.R.C. 2923.122.) Specific violations include but are not limited to:

a. Use, possession, sale, distribution, or knowledge of a firearm

b. Firearm is defined as any weapon (including a starter gun) that will or is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; or destructive device (as defined in the Federal Gun-Free Schools Act of 1994). Firearms include any unloaded firearm and any firearm that is inoperable but that can be readily operated.

c. Students are prohibited from knowingly possessing an object on school premises, in a school or a school building, at a school activity or on a school bus that is indistinguishable from a firearm, whether or not the object is capable of being fired, and indicating they are in possession of such an object and that it is a firearm or knowingly displaying or brandishing the object and indicating it is a firearm.

d. Use, possession, sale, distribution, or knowledge of any explosive, incendiary or poison gas

e. Use, possession, sale, distribution or knowledge of a dangerous weapon other than a firearm or explosive, incendiary or poison gas (including knives and any other object with a blade and a handle)

f. A weapon is any device that may be used for offensive or defensive purpose, including but not limited to conventional objects such as guns, pellet guns, knives, or club type implements. It may also include any toy that is presented as a real weapon or reacted to as a real weapon. Possession and/or use of a weapon may subject a student to expulsion and possible permanent exclusion.

g. A knife is defined as any cutting instrument consisting of a sharp blade fastened to a handle, a razor blade or any similar device that is used for, or is readily capable of causing death or serious bodily injury.

h. Any object that is used to threaten harm, or harass another may be considered a weapon. This includes but is not limited to padlocks, pens, pencils, laser pointers, and jewelry.

i. Use, possession, sale, distribution, or knowledge of objects that are indistinguishable from and/or represented as firearms, explosives, incendiary devices and knives.

11. Narcotics, Alcoholic Beverages and Drugs- Students shall not possess, use, transmit, conceal, make arrangements to sell or purchase, or use the aforementioned items immediately prior to or during school or a school function. Look-alike drugs and drug,paraphernalia are included and will be dealt with accordingly. (See Alcohol, Tobacco and Drug Prevention Guidelines in the Code of Conduct section.) Specific violations include but are not limited to:

    a. Use, possession, sale, distribution, or knowledge of intoxicating alcoholic beverages

    b. Use, possession, sale, distribution, or knowledge of drugs other than tobacco or alcohol

12. Tobacco- Possession, consumption, distribution, purchase or attempt to purchase, and/or use of tobacco products or electronic cigarettes or similar devices in school, on school grounds, and at any

interscholastic competition, extracurricular event, or other school-sponsored event is prohibited. Tobacco products include, but are not limited to cigarettes, clove cigarettes, cigars, pipe tobacco, chewing tobacco, snuff or any other matter or substance that contains tobacco. Paraphernalia used for the consumption of tobacco products is prohibited including e-cigarettes and vaping devices. . Per Senate Bill 218, administrators may refer violators of the tobacco policy to the Delaware Juvenile Court.

13. **Theft-** Students shall respect the personal ownership rights of others. Students shall not take ownership of items of others. The principal may exercise the prerogative of reporting thefts to local authorities.
14. **Academic Dishonesty-** Students shall not give or receive unauthorized information regarding class work or class activities, misrepresent the results of researched or laboratory assignments, or give or receive unauthorized assistance on assignments. Use of electronic translators without permission is a violation of this rule. Repeated violations may result in failure of academic subjects.
15. **Driving (applicable to High School only) -** Students driving a vehicle on school property shall follow the rules and regulations established for this privilege.
16. **Dress Code-** Refer to the Dress Code, in the Code of Conduct section.
17. **Inappropriate Display of Affection-** Students shall refrain from displays of affection. Students are not to hold hands, hug, kiss or demonstrate other similar acts of affection. In unusual circumstances involving sorrow or extreme joy, hugging is natural and acceptable.
18. **Unauthorized or Unsupervised Areas-** Students may not be in areas for which they have not been authorized or areas that are unsupervised.
19. **Hazing (Initiations) -** Initiations of any sort are prohibited. Initiations and/or hazing are those activities into which students are coerced in order to become part of a group or activity or to avoid harm.
20. **Technology Misuse / Abuse-** Computers/technology is provided for student use for teacher assigned work in courses or programs at the high school. Students may not use cell phones except in designated areas and at designated times. (Refer to the ~~Code of Conduct section -~~ Technology Usage Policy.)
21. **Violation of Bus Rules** Students must follow all bus rules as outlined in the Code of Conduct section – Bus Rules.
22. **General Misconduct-** Students shall refrain from throwing objects, or being abusive or excessively disruptive in their behavior. Respect the rights and feeling of others.
23. **Gross Misconduct-** Repeated violations of the Code of Conduct.
24. **Other violations-** Other conduct violations not covered in the above rules.

DISCIPLINE OPTIONS

- **DETENTION**

  Detention is generally served after school for a duration of 30-45 minutes. At times, detention can be served in the morning if arrangements are made. Students are notified of the infraction and are

DRAFT

to serve the detention on the "to be served" date listed on the detention slip. The parents will receive a copy of the detention slip, which will be sent home with the student. Transportation home after detention is the responsibility of the student/parent. All school rules apply while serving detention. Failure to serve assigned detention may result in further disciplinary action.

- LUNCHTIME DETENTION

  Occasionally it becomes necessary to discipline a student for violating the established school rules or Code of Conduct. In an effort to deter such actions and hold students accountable for their behavior, detention during lunchtime may be assigned. Students are to report to the assigned room for the entire lunch period with the detention slip signed by the parent or guardian. Cafeteria privileges for that day are lost. Failure to return the signed detention slip or failure to serve the detention may result in the assignment of an After-School Detention.

- SATURDAY OR WEDNESDAY SCHOOL

  Students may be assigned to a Saturday or Wednesday School. Please refer to the Saturday or Wednesday School form for specific times and directions. Saturday and Wednesday School guidelines follow:

  1. Absence from an assigned Saturday or Wednesday School, without prior approval of an administrator, may result in a suspension.
  2. Students are to sign in upon arrival.
  3. Students are to bring schoolwork.
  4. Talking is not permitted.
  5. Appropriate breaks will be determined by the monitor.
  6. Parents will be notified of assigned Saturday or Wednesday School and students are also to inform parents.
  7. No sleeping will be permitted.

- IN-SCHOOL DETENTION (ISD)

  1. Students serving In-School Detention shall be permitted to make up and receive credit for assignments during In-School Detention.
  2. Students are to bring schoolwork.
  3. Parents will be notified of In-School Detention.
  4. ~~In-School Detention days will *not* apply toward the Five Class Period Rule.~~
  5.~~4.~~ Guidelines for ISD will be issued and discussed upon assignment of the student to this detention.

- SUSPENSION ALTERNATIVE PROGRAM (SAP)

  Suspension Alternative Programs may be assigned for students in lieu of Out-of-School Suspension.

  1. Students must successfully complete each full day, including community service work in area parks or other designated areas, and any other program components.
  2. Besides work (e.g., picking up litter in the parks) students will have a short break, lunch

DRAFT

and a study session.

3. Upon completing the program, students will have earned the right to make up work missed while serving SAP.
4. The Delaware Area Career Center (DACC) North Campus bus will take students from their home school at about 7:10 a.m. and drop them off at the pick-up point at the DACC North Campus to be picked up by Juvenile Court personnel. At the completion of the day, students will be dropped off at the DACC North Campus and take the OLSD bus back to their home high school. The bus will arrive at the student's home school prior to the student's normal dismissal time.
5. The program supervisor will transport the students to the work area.
6. Students will receive credit for participation based on their work performance and overall behavior.
7. Students may be required to repeat any segment of the program if they only earn partial credit.
8. The supervisor will report the student's behavior to the school and to the probation counselor, if applicable.
9. Students must dress appropriately for the weather and wear hard shoes. Students should bring their own lunch, including a drink.
10. Students must follow all school and juvenile court policies.
11. ~~Suspension Alternative Program days will not count toward the Five Class Period Rule as long as the evaluation from the SAP supervisor is satisfactory.~~

- OUT-OF-SCHOOL SUSPENSION (OSS)

  The principal or the principal's designee may suspend a student from school for a period of up to ten (10) days for violation(s) of the Code of Conduct.

  1. Parents will be notified of the suspension and may be asked to take the student home. The student may not attend school through the length of the suspension.
  2. Students will be permitted to make up class work, quizzes, tests, papers, and/or major projects missed while serving Out of School Suspension for full credit.
  3. Parents will be notified of the student's rights to appeal.
  4. Suspensions may cross semester lines and may be carried from one school year to the next.
  5. Students may not attend any school functions, home or away, while serving OSS.
  6. Students are not permitted on school grounds while serving OSS.

- EMERGENCY REMOVAL

  If a student's presence poses a continuing danger to persons or property, or an ongoing threat of disrupting the academic process, then the superintendent, principal or assistant principal or personnel employed to directly supervise or coach a student activity, may remove the student from the school premises. If school personnel make an emergency removal, reasons will be submitted to the principal in writing as soon after the removal as practical. In all cases of normal disciplinary procedures where a student is removed from a curricular or extracurricular activity for less than 24 hours and is not subject to suspension or expulsion, the due process requirements do not apply.

DRAFT

If either suspension or expulsion is contemplated, then a due process hearing will be held within three school days after the removal is ordered. Written notice of the hearing and the reason for removal and any intended disciplinary action will be given to the student as soon as practical prior to the hearing. The student will have the opportunity to appear at an informal hearing before the principal, assistant principal, superintendent or designee and has the right to challenge the reasons for the intended suspension or otherwise explain his/her actions. The person who ordered or requested the removal will be present at the hearing. Within one school day of the decision to suspend, written notification will be given to the parent, guardian or custodian of the student and treasurer of the Board of Education. This notice will include the reasons for the suspension and the right of the student or parent to appeal to the superintendent or his/her designee.

If the superintendent or principal reinstates a student prior to the hearing for emergency removal, the teacher may request and will be given written reasons for the reinstatement. The teacher cannot refuse to reinstate the student.

In an emergency removal, a student can be kept from class until the matter of his/her misconduct is disposed of either by reinstatement, suspension or expulsion.

- PERMANENT EXCLUSION

In accordance with the law, the Board of Education may seek to permanently exclude a student, 16 years of age or older, who has been convicted of or adjudicated delinquent for the reason of the following offenses:

1. Carrying a concealed weapon or conveying or possessing a deadly weapon or dangerous ordnance on property owned or controlled by a board of education or at an activity held under the auspices of this board;
2. Possessing, selling, or offering to sell controlled substances on property owned or controlled by a board of education or at an activity under the auspices of this board; and/or
3. Complicity to commit any of the above offenses, regardless of where the complicity occurred.

In accordance with law, any student, 16 years of age or older, who has been convicted or adjudicated delinquent for committing the following offenses may be subject to permanent exclusion:

1. Rape, gross sexual imposition or felonious sexual penetration;
2. Murder, manslaughter, felonious or aggravated assault;
3. Complicity to commit offenses described in paragraphs A and B, regardless of where the complicity occurs.

The above statement of policy on permanent exclusion is to be posted in a central location in each school as well as made available to students, upon request. Please see district policy for additional information.

- EXPULSION

If all other attempts to modify student behavior are unsuccessful, or a serious violation of the Code of Conduct is committed, the student may be recommended for expulsion from school. If a student

is expelled, the length of the expulsion may be up to 180 school days and may extend into the following semester or school year. Schoolwork missed as a result of expulsion may not be made up.

O.R.C. 3313.662 permits the state superintendent of public instruction, upon the request of a local board of education, to permanently exclude certain pupils from attending any public school in the state under certain conditions. To permanently exclude would mean to forever prohibit an individual from attending any public school in this state that is opened by a city, local, exempted village or joint vocational school district.

The superintendent may permanently exclude a pupil if the pupil is convicted of or adjudicated a delinquent child for committing, when he was age 16 or older, any of the following offenses or acts (hereinafter, "predicate offenses") that would be offenses if committed by an adult, on property owned or controlled by a school board or at an activity held under the auspices of a school board:

1. Illegal conveyance or possession of a deadly weapon or dangerous ordnance on school premises.
2. Carrying a concealed weapon, municipal ordinance substantially similar to that offense, or aggravated trafficking, trafficking in drugs, or trafficking in marijuana involving the possession of a bulk amount or more of a controlled substance or the sale of a controlled substance.
3. Aggravated murder, murder, voluntary manslaughter, involuntary manslaughter, felonious assault, aggravated assault, rape, gross sexual imposition or felonious sexual penetration, if the victim is an employee of the school board.
4. Complicity in any violation described in items 1, 2 or 3 above, that was alleged to have been committed in the manner described in items 1, 2 or 3 above, regardless of whether the act of complicity was committed on property owned or controlled by, or at any activity held under the auspices of a school board, including extra-curricular activities, the joint vocational schools and post-secondary options locations.

ALCOHOL, TOBACCO, AND DRUG PREVENTION GUIDELINES

The Board prohibits the use, possession, concealment, or distribution of any drug or any drug-related paraphernalia as the term is defined by law, on school grounds, on school vehicles, or at any school-sponsored event. It further establishes a drug-free zone within 1000 feet of any facility used by the District for educational purposes (Policy 5530-Drug Prevention).

It is the primary objective of Olentangy Local Schools to assure that the education of all students proceeds in an efficient, orderly and non-disruptive manner. Possessing, using, actual or attempted transmitting, buying, selling or supplying of mood-altering chemicals or look-alike substances or paraphernalia on school premises is an obstacle to that objective and an interference with the rights of other students to receive quality academic instruction. While student drug education and referral to counseling resources will continue to be made available, such measures should be viewed as instructional or rehabilitative and will not ordinarily be considered as an alternative to the disciplinary measures specified in Section 9.

1. STATEMENT OF POLICY REGARDING STUDENTS

Students of Olentangy Local Schools, while on school property or at a school-sponsored activity, shall not possess, use, transmit, buy, sell, supply or attempt to do so with a mood-altering chemical of any kind prior to or during the school day, at any school-sponsored activity or event or at any time while on school premises.

a) Definitions

i "Possession" includes, without limitation: holding in the student's hand, retention on the student's person or in purses, wallets, lockers, desks or any other personal possessions, or vehicles parked on school property or at school functions.

ii "Use of mood-altering chemical" is defined as manifesting signs of chemical misuse such as staggering, reddened eyes, odor of chemicals, nervousness, restlessness, memory loss, abusive language, falling asleep in class or any other behavior not normal for that particular student, or a preponderance of evidence that a student has used a mood-altering chemical.

iii "Tobacco" includes any product containing tobacco or nicotine that is smoked, chewed, inhaled or placed against the gums.

iv "Mood-altering chemical" Includes, without limitation, alcohol, marijuana, inhalants, ecstasy or other club drugs, depressants, stimulants, hallucinogens, narcotics, over-the-counter medications (including any over-the-counter pain medications containing aspirin, acetaminophen, ibuprofen, or any other pain relievers, any cough or cold medications, etc.), substances such as Betel Nuts, *Wite Out*, glue, toxic markers and caffeine pills. Prescription drugs are included in this, unless authorized by a medical prescription from a licensed physician and kept in the original container that states the student's name and directions for proper use, according to Policy 5330-Use of Medications. See also Medication section of this policy. This list is intended for example only and not as an exclusive list.

v "Counterfeit" or look-alike drug is (O.R.C., Section 2925.01(P)) any drug that bears, or whose container or label bears a trademark, trade name or other identifying mark used without authorization of the owner of rights to such trademark, trade name or identifying mark.

a. Any unmarked or unlabeled substance that is represented to be a controlled substance/mood-altering chemical, manufactured, processed, packed or distributed by a person other than the person that manufactured, processed, packed or distributed it.

b. Any substance that is represented to be a controlled substance/mood-altering chemical but is not a controlled substance/mood-altering chemical or is a different controlled substance/mood-altering chemical.

c. Any substance other than a controlled substance/mood-altering chemical that a reasonable person would believe to be a controlled substance/mood-altering chemical because of its similarity in shape, size and color or its

DRAFT

markings, labeling, packaging, distribution, or the price for which it is sold or offered for sale.

b) Jurisdiction

This policy extends to use of the above:

i On or in close proximity to any property owned, leased by or under the control of the Olentangy Board of Education, including vehicles used for the transportation of students.

ii During normal school hours, including recess, lunch and class changes, and summer school.

iii At any school-sponsored or sanctioned activity or event away from or within the school district.

2. STUDENT RESPONSIBILITY
All students are responsible for understanding the Olentangy Alcohol, Tobacco, and Drug Prevention Guidelines and the counseling services available to them.

3. PARENT RESPONSIBILITIES
The Olentangy Board of Education recognizes that parents are primarily responsible for their children. The link between school and parents is the child. The effectiveness of these Alcohol, Tobacco, and Drug Prevention Guidelines will be assisted by the cooperative effort of the family, the school officials and the board.

4. STAFF RESPONSIBILITIES
All Olentangy staff members have the responsibility to report all suspected cases of drug and/or alcohol use, misuse or abuse by students to the appropriate school officials. Staff members will report to the building official alleged possession, use, actual or attempted transmitting, buying, selling or supplying of mood-altering chemicals, counterfeit or look-alike substances or paraphernalia. Staff will immediately notify the principal or principal's designee and may be required to submit a written report at a later time.

5. SCHOOL OFFICIALS RESPONSIBILITIES
It is the responsibility of the school officials to inform students, staff and parents about the drug and alcohol abuse policy of this school district and to share with these audiences any available pertinent information regarding the extent of the drug and alcohol problem in the school.

Except for the persons directly involved in the students' education and except as otherwise provided herein, all matters concerning reports of drug or alcohol abuse shall be and remain confidential.

When a school official has reason to believe that a student is in violation of the drug/alcohol code of conduct, the following action will be taken:

a) The student will be informed of the alleged offense, the evidence to support the allegations and the disciplinary action that may apply.

b) If the student is in need of medical attention, the school nurse and/or the local emergency squad will be notified to give medical attention.

c) The parent or guardian of the student will be notified and asked to meet with the school officials. Only in the case of medical emergency or if the parent(s) cannot be reached will the person on the student's emergency call list be notified.

d) School officials will cooperate fully with law enforcement agencies and report to them any information that would be considered beneficial in their efforts to stem the use of drugs and alcohol.

e) Notification to the local law enforcement agency shall be in accordance with the provisions under each offense. When reported, a written record shall be made of the incident to the law enforcement official who, at their discretion, may conduct an investigation.

6. MEDICATION

The Olentangy Board of Education wishes to cooperate fully with students, parents and the medical profession to ensure that students receive any required medication during the normal school day at the time that it is required. It is preferred that medications be administered to students at home; however, it is also recognized that certain circumstances may necessitate administering medications during school hours. Guidelines have been established to maintain control of authorized drugs within the schools and to ensure the health and welfare of students In accordance with O.R.C. 3313.713; all medications must be kept in a locked storage place and administered by school personnel unless medically prescribed to self-carry. Effective July 1, 2011, only employees of the Board who are licensed health professionals or who have completed a drug administration training program conducted by a licensed health professional and considered appropriate by the Board may administer to a student a drug prescribed for the student.

7. DRUG PARAPHERNALIA

Drug paraphernalia or instruments such as pipes, roach clips, syringes, pacifiers, hypodermic needles, cocaine spoons or kits, nitrous oxide paraphernalia, rolling papers, water pipes, and any other items normally or actually used for the packaging, conveyance, dispensation or use of mood-altering substances will not be permitted on any school property or (student and/or district) vehicles and will be subject to confiscation. Possession of drug paraphernalia will be treated the same as possession of a mood-altering substance. Addiction to an illegal substance may not be used as an excuse for a violation.

8. SEARCHES

Random searches may include the assistance of dogs trained to detect the presence of drugs. If the school official has reason to believe that mood-altering or controlled substances drug paraphernalia or instruments are concealed in a school locker, on a student, in a purse, wallet, book bag or in a student's vehicle, the following applies:

a) **Locker Search:** Lockers supplied by the school and used by the students are the property of the board of education. Therefore, student lockers and the contents of the lockers are subject to random search at any time without regard to whether there is a reasonable suspicion that any locker or its contents contains evidence of a violation of a school rule or criminal status.

b) **Personal Searches:** The school official may ask a student to reveal any illegal or dangerous item(s) suspected of being on his person, in a purse, wallet or book bag. If the student refuses, the school official may ask the student or the student's parent for permission to conduct a search. The school official, at their discretion, may call the local law enforcement agency to investigate.

c) **Student Vehicle:** When illegal or dangerous items are suspected to be in a student's vehicle on school property, permission of the driver or owner will be secured to search the vehicle. If permission to search the vehicle is denied, the local law enforcement agency may be called to search the vehicle.

9. OFFENSES AND DISCIPLINARY ACTION

The actions set forth below will be considered routine disciplinary measures for each category and occurrence of offense. It is intended that the penalties delineated below shall be considered the standard penalty to be imposed for the offenses described. In incidents where extreme violations occur, the specified actions may be waived by the school official in favor of stronger measures such as longer suspensions (not to exceed ten days), expulsion or other appropriate action. Similarly, the school official may at the hearing consider matters in mitigation of the routine disciplinary measures.

School officials will follow the process below when handling level II & III offenses:

a) The rapid eye movement test may be administered for screening purposes. If the screening is positive, it will be recommended that the parents seek professional guidance with a certified chemical dependency counselor. Also, an investigation will be conducted by the legal authorities as to the source of the drug.
b) Parents will be notified immediately and the student may be removed from classes or the school event.
c) Law enforcement officials may be notified and, at their discretion, conduct an investigation. In any instance in which it is illegal for a school official to possess or dispose of a mood-altering drug, law enforcement will be notified. School officials will notify law officials in the jurisdiction in which the offense occurs. School officials may file charges in the appropriate court.
d) Parents will consult with the principal or the principal's designee.

Following are the level of offenses that are prohibited and the consequences that will result from the student's decision not to abide by the school policy.

Violations are cumulative within grades 7-12.

Tobacco

- Use or possession of tobacco, nicotine or paraphernalia used to consume tobacco products including e-cigarettes/vaping devices

Level I Drug & Alcohol Offense

- Possession, use or application of any mood-altering chemical, as defined above

Level II Drug & Alcohol Offense

- Actual or attempted transmitting, selling, supplying or purchasing of mood-altering chemicals, counterfeit or look-alike substance or paraphernalia

Offenses	Tobacco Consequences	Level I Drug & Alcohol Consequences	Level II Drug & Alcohol Consequences
First Offense	Two Wednesday/Saturday Schools[1]	Ten days out of school suspension[2]	Ten days out of school suspension[2] with a recommendation for expulsion
Second Offense	Three days In-School Detention[3]	Ten days out of school suspension[2]with a recommendation for expulsion	Ten days out of school suspension[2] with a recommendation for expulsion
Third and Subsequent Offenses	Five days Out-of-School Suspension[4]	Ten days out of school suspension[2] with a recommendation for expulsion	Ten days out of school suspension[2] with a recommendation for expulsion

Suspension/Discipline Reduction Options:

[1] Two Saturday Schools may be reduced to one at the discretion of the administrator if student/parent agrees to enroll in and complete an assessment with a certified chemical dependency counselor as specified in Section 10.

[2] Ten day out of school suspension may be reduced to 5 days at the discretion of the administrator if student/parent agrees to enroll in and complete an assessment with a certified chemical dependency counselor as specified in Section 10.

[3] Three days of In-School Detention may be reduced to two at the discretion of the administrator if student/parent agrees to enroll in and complete an assessment with a certified chemical dependency counselor as specified in Section 10.

[4] Five days Out-of-School Suspension reduced to three days In-School Detention at the discretion of the administrator if student/parent agree to enroll in and complete an assessment with a certified chemical dependency counselor as specified in Section 10.

DRAFT

10. SELF-REFERRAL

Students have the opportunity for a voluntary referral procedure to seek information, guidance, counseling and/or assessment in regard to the use or possession of tobacco, alcohol and other controlled or non-controlled substances. The student or his/her immediate family may make voluntary referrals.

For an alcohol and/or controlled substances/mood-altering chemicals referral, the student must have, within five days, an appointment for an assessment with a certified chemical dependency counselor and notify the principal or principal's designee of the appointment. The student must participate in the assessment process (the cost of any and all assessment will be the responsibility of the student and/or parents) and follow the counselor's recommendations to completion. If treatment or counseling is recommended it must be with an Ohio-certified chemical dependency counselor. The student must waive his/her rights of confidentiality so that verification of this assessment and a written report can be given to the principal or principal's designee.

For a tobacco referral, the student must, within five days, provide verification of enrollment in an out-of-school tobacco education/cessation program approved by the principal or principal's designee. Parents must sign a release of information to the principal/principal's designee so that the student's progress in the program can be followed and written verification of completion given to the principal or principal's designee. The student must complete the program or receive the original discipline.

Voluntary referrals will not carry violation consequences on the first offense only. Voluntary referral must occur prior to any report of violations. Involvement by law enforcement officials negates the option of voluntary referral. The student may use the option of voluntary referral once in his/her career at Olentangy Local Schools.

Any subsequent violations will be enforced as a second or subsequent violation. If the student requesting the voluntary referral opportunity does not complete the assessment recommendations by the established time schedule, the violation consequence will be put into effect immediately.

BUS RULES

Notice to students: The use of video surveillance equipment may be used in the investigation of violations of the Code of Conduct. Please refer to the Security Recording section of this handbook for additional details. Students may receive discipline as a result of what is recorded.

The following bus regulations are considered recommended guidelines to correct behaviors that could create an unsafe environment.

Administrative responsibility prior to the first written conduct report:

Building administrators will assure that each student receives a copy of the Student Handbook (with Bus Rules included) at the beginning of each school year or upon enrollment of a new student.

It is our privilege and pleasure to furnish students with the safest transportation possible as they travel between home and school and on school-related trips. In order to protect all students riding Olentangy school buses, safety precautions are a must! Your help is needed because safety is everyone's responsibility!

All students are to understand that the bus driver is in charge of the bus at all times. Any student who repeatedly violates the safety precautions and/or conduct rules may be denied the privilege of riding the bus and is subject to other disciplinary action to be determined by the principal and/or transportation director.

To that end, the following conduct rules are called to your attention:

1. To provide maximum safety, direct procedure requires all students to arrive at the bus stop five (5) minutes before the bus is scheduled to arrive. If a student is not at the designated place of safety (at least 20 or more steps away from the bus stop), the bus is not required to wait. Pupils shall arrive at the bus stop before the bus is scheduled to arrive (Ohio Law 3301.83.08 C4).
2. Students must wait quietly in a location clear of traffic and away from the bus stop (Ohio Law 3301.83.08).
3. Student behavior at bus stops must not threaten life, limb or property of any individual (Ohio Law 3301.83.08).
4. Each pupil shall be assigned a designated place of safety on the residence side of the roadway on which the vehicle is scheduled to stop. The driver must account for each pupil at the designated place of safety before leaving. Pupils are not to proceed to their residence until the school bus has departed the area (Ohio Law 3301.83.08 B6).
5. The driver must use an approved hand signal and eye contact with students outside the bus at any stop where students must cross the roadway in front of the bus (Ohio Law 3301.83.08 C.6).
6. Students must go directly to an available or assigned seat (Ohio Law 3301.83.08).
7. Students must remain seated, keeping aisles and exits clear (Ohio Law 3301.83.08).
8. Students must observe classroom conduct. All school rules apply on the bus. Obey the driver promptly and respectfully (Ohio Law 3301.83.08).
9. Students must be courteous and respectful to fellow students and to the bus driver.
10. Students must not engage in loud talking or laughing, excessive horseplay, or fighting.
11. Unnecessary confusion diverts the driver's attention and might result in a serious accident.
12. Students must not use profane or abusive language (Ohio Law 3301.83.08).
13. Students must refrain from chewing gum, eating and drinking on the bus except as required for medical reasons (Ohio Law 3301.83.08).
14. ~~Students must not use tobacco or related products on the bus. (Ohio Law 3301.83.08)~~ Students must

not use tobacco in any form or alternative nicotine product. This includes any vaping device.(Ohio Law 3301.83.08 and ORC 2151.87).

15. Students must not have alcohol or drugs in their possession on the bus except for prescription medication required for student (Ohio Law 3301.83.08).
16. Students must not throw or pass objects on, from or into the bus (Ohio Law 3301.83.08).
17. Students may carry on the bus only objects that can be held in their laps. No living creatures are permitted (Ohio Law 3301.83.08).
18. Students must treat bus equipment as one would treat valuable furniture in his/her home. Vandalism will not be tolerated. Keep the bus clean and sanitary.
19. Students must not extend any part of their bodies out of the bus windows (Ohio Law 3301.83.08).
20. Students are to remain absolutely quiet at railroad crossings until the bus has completely crossed and the driver says it is OK to talk (Ohio Law 3301.83.08).
21. Students must leave or board the bus at locations to which they have been assigned unless they have written parental and administrative authorization to do otherwise (Ohio Law 3301.83.08).

~~Students with cellphones or electronic devices on the bus must follow the rules as outlined in the Technology Usage Policy.~~ The use of cellular phones or electronic devices on an Olentangy school bus will be determined at the discretion of the driver. Students permitted to use their cellular phones or electronic devices will do so for personal use only. Students are not permitted to share the content of cellular phones or electronic devices and taking photographs or videos is strictly forbidden. When a student is listening to audio content, headphones or earbuds are required. The use of an external speaker is prohibited. In the case of driver distraction, the driver is authorized to confiscate the cellular phone or electronic device until arrival at the school or the student's bus stop.

Driver's responsibility prior to the first written conduct report:

1. Drivers will confer with the student

~~1.~~ Drivers will confer with the student, change the student's seating assignment and call the parents ~~Drivers will confer with the student and/or change the student's seating assignment.~~

~~2. Drivers are strongly urged to call parents (doing so is a proven, effective way of managing student behavior).~~

Level I (Minor Infractions): Level I behaviors are those that disrupt the driver's concentration, or behavior that may cause harm to the student or others.

Some other Level I infractions are:

- Loud talking (at any time) or talking at railroad crossings
- Moving around the bus/out of the seat
- Pushing/touching/disrupting others

- Repeated tardiness to the bus
- Disrespect to other students or the driver
- Harassment of other students
- Not following the reasonable request of the driver
- Use of profanity
- Possession of a match or lighter
- Eating or drinking (food or gum) on the bus
- Tampering with emergency equipment or doors
- Littering/throwing objects from the bus
- Any other infraction of the building's student behavior code

Level II (Major Infractions): Level II behaviors are those that are severe in nature or that directly or indirectly endanger the student or other students, the driver or the public. Some examples are:

- The threat of violence to the driver or other school employees
- The use of profanity directed to the bus driver
- Igniting a match or lighter
- Possession of an incendiary device (smoke bomb, firecracker, cherry bomb, sparkler, etc.)
- Fighting/assault
- Possession of a weapon
- Vandalism or arson
- Theft
- Inappropriate physical contact
- Any action resulting in injury or threat of injury

Recommended Consequences for Level I & II Bus Rules Infractions:

Middle School	Level I	Level II
First Written Report	Principal Action	3 days off bus
Second Written Report	3 days off bus	5 days off bus
Third Written Report	5 days off bus	10 days off bus
Fourth Written Report	10 days off bus	Expelled

Follow-up Communication – ~~Following the disciplinary action taken with a student, it is the administrator's responsibility to inform the parent and the transportation supervisor of the disciplinary action taken. It is then the transportation supervisor's responsibility to inform the driver of that action~~. Following the disciplinary action taken with a student, it is the administrator's responsibility to inform the parent, the transportation supervisor and/or route monitor of the disciplinary action taken. It is then the transportation supervisor or route monitor's responsibility to inform the driver of that action.

BUS PASSES

A request from a parent/guardian is required in order for a student to ride a different bus or get off at a different stop. The request must be submitted at the beginning of the school day to the appropriate designated party. The student will receive a prepared pass before the end of the school day. If a student does not have a Bus Pass, he/she cannot ride home on a different bus or get off at a different stop. Students

will not be dropped off at other than board-approved bus stops. Bus passes will be approved contingent upon available seating, timeliness of request, and/or discretion of the building administrator.

CAFETERIA RULES

The following common courtesies are expected of our students during lunch:

- Moving ahead of others in the lunch line is unacceptable.
- Loud talk and noise are not appropriate behavior.
- Throwing food, paper or other items is unacceptable.
- All trash/trays in your area must be disposed of properly.
- Treat everyone with respect.
- Pay for all food.
- Ask permission to leave your seat (elementary and middle school).
- A signed pass must be presented to leave the cafeteria (high school).

Students may use designated restrooms during lunches. Designated restrooms will be different in each building. Students will be permitted in the school store during lunch periods to purchase items. After visiting the store, students are to return to the commons.

CONFIDENTIALITY IN REGARDS TO SEXUAL HARASSMENT AND SEXUAL VIOLENCE

The district respects students' privacy and will only disclose information regarding alleged sexual violence to individuals who are responsible for handling the school's response, the student's parents (if the student is a minor or dependent under Section 152 of the Internal Revenue Code), or otherwise required by law. Students or parents sometimes ask that the student's name not be disclosed to the alleged perpetrators or that no investigation or disciplinary action be pursued to address the alleged sexual violence which may limit the District's ability to respond fully to the incident, including pursuing disciplinary action against the alleged perpetrator.

For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.03.

For more information about the district's prohibition against discrimination and complaint procedures, please see Board Policies 5517, 5517.01, 5517.02, and 5517.03.

COURT REFERRAL

Referral to Delaware County Juvenile Court may be used when other disciplinary actions have not been effective. The two most common reasons for referral are truancy and unruliness. The parents will receive a warning notice that students are going to be referred and notice when they are referred.

DANCES

DRAFT

For high school, dances are open to district students only with the exception of prom and homecoming(s). All dances are open to students in grades 9-12 only. All other guests must be pre-approved by the administration. Some dances may be designated as advance ticket sales only.

For middle school, only students from the sponsoring middle school will be admitted. No guests will be allowed. Also, the sponsoring organization is expected to assist with cleanup after the dance.

Expectations for both middle and high school students include appropriate dancing (administration has a right to determine what is appropriate or not), beverages and food are not permitted in the gym, once students leave they are not permitted to return, and chaperones are required at all school dances.

DRESS CODE

The Olentangy Local School District is committed to providing a safe, friendly learning environment for its students. Attire is not only a reflection of the individual student, but also of the general learning environment. Therefore, students have the responsibility to wear clothing that projects a positive attitude of pride in self, school and the community. Students are required to wear appropriate, comfortable and safe clothing that is neat, clean and in good taste. No article of clothing shall be worn that distracts from the educational process. Olentangy Local Schools views the Dress Code as a serious issue and expects parents to promote the observance of this policy. **Building administrators have the final decision as to the appropriateness of all clothing and attire.**

Following are guidelines for students:

1. Vulgar, illegal (including alcohol, drugs, tobacco) and/or sexually oriented statements or suggestions on clothing are not permitted. Any dress or statement that may cause a hostile, intimidating, degrading, offensive, harassing or discriminatory environment is prohibited.
2. Sunglasses will not be permitted in school unless approved by the principal.
2.3. Hats, hoods, and bandanas ~~and sunglasses~~ will not be permitted to be worn inside the school building unless worn for religious or medical purposes or occasions approved by a principal, a physician and/or the school nurse.
3.4. Chains and/or studded accessories are prohibited and may be confiscated until the end of the school year. Accessories that increase a student's risk for accidents are not permitted.
4.5. Shorts and skirts will be no shorter than the middle of the thigh.
5.6. Shirts and tops will be no lower than one inch below the collarbone, must have sleeves and must be long enough to be tucked in.
6.7. See-through clothing and clothing that has excessive rips, tears or holes are not permitted. All undergarments are to be covered.
7.8. Oversized clothing, which compromises the safety of students, is not permitted. Appropriate and safe shoes or sandals will be worn at all times.
8.9. Coats are to be worn to and from school only and must be placed in student lockers. Students should be prepared for variations in temperature by having a sweatshirt and/or sweater.

~~9.~~10. Students may be permitted to carry book bags, backpacks, and/or other large bags during the school day at the discretion of school administration.

Some school programs, such as industrial arts, laboratory activities, physical education and interscholastic athletics may require special hair care, clothing, footwear or restrictions on jewelry to ensure the health and safety of all students.

Failure to comply with the Dress Code guidelines is considered to be an insubordinate act and will be treated as such.

Following are the procedures for violations of the middle school Dress Code:

1. First Offense: The student will be sent to the main office. Student will change clothes or will be sent home to change his/her clothes. Inappropriate accessories will be confiscated. If the student is sent home, this absence will be treated as an unexcused absence. Any class work missed during an unexcused absence may be made up for full credit. Student may be placed in ISD until appropriate clothing can be obtained.
2. Second Offense: Same as 1st offense. In addition, the student may be assigned to detention. Parents will be contacted.
3. Third Offense: Same as 1st and 2nd offense. In addition, the student may be assigned to Saturday/Wednesday School.
4. Further Offenses: The student may be suspended from school.

DUE PROCESS AND RIGHT OF APPEAL

When a student is being considered for an out-of-school suspension by the superintendent, principal, or other administrator:

1 The student will be informed in writing of the potential suspension and the reasons for the proposed action.

2 The student will be afforded an opportunity for an informal hearing to challenge the reason for the intended suspension and to explain his/her actions.

3 An attempt will be made to notify parents or guardians by telephone if a suspension is issued.

Students may be permitted to make up class work, tests, papers, and/or major projects missed while serving Out-of-School Suspension for full credit.

If the assigned school discipline is served entirely in the school setting, it will not require any notice or meeting or be subject to appeal.

The pupil, parent, guardian, or legal custodian may file an appeal of the administrative decision to suspend or expel a pupil to the Board of Education or designee by filing a notice of appeal in writing with the treasurer within 14 calendar days of the formal written notice of suspension or expulsion to the parent, guardian, or

custodian of the pupil. Failure to timely file an appeal in this manner waives any right to appeal the suspension or expulsion.

HALL PASSES

No student may be out of his assigned classroom without an approved pass.

HAZING, HARASSMENT, INTIMIDATION, BULLYING, AND SEXUAL HARASSMENT ~~/VIOLENCE~~

Hazing, harassment, intimidation, bullying, and sexual harassment are strictly prohibited and will not be tolerated. This applies to all activities in the District, including activities on school property, on a school bus, or while en route to or from school, as well as activities occurring off school property if the activity is school-sponsored, school-approved, or school-related activity or function, such as field trips or athletic events.

Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any class, team, or organization that causes or creates a substantial risk of causing mental or physical harm to any person.

Harassment, intimidation or bullying is any intentional written, verbal, electronic, or physical act that a student has exhibited toward another particular student or students more than once and the behavior causes mental or physical harm to the other student(s) and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student(s).

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal or physical conduct of a sexual nature. Sexual harassment may involve the behavior of a person of either gender against a person of the same or opposite gender. It would include, but not be limited to, unwelcome propositions, unwanted physical and/or sexual contact, verbal expressions, patterns of conduct intended to create discomfort and/or humiliation, boundary invasions, and sexual violence. Sexual harassing creates a hostile environment when it interferes with or limits a student's ability to participate in or benefit from the school's program. It may be a single or isolated incident. Title IX protects against retaliation of reporting such acts. For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.

Permission, consent or assumption of risk by an individual subjected hazing, harassment, intimidation, bullying, or sexual harassment does not lessen the prohibition contained in this policy. Prohibited activities of any type including those activities engaged in via computer and/or electronic communications devices are inconsistent with the educational process and are prohibited at all times. No administrator, teacher, or other employee of the District shall encourage, permit, condone or tolerate any of these behaviors. No student, including leaders of student organizations, may plan, encourage or engage in any of these behaviors.

DRAFT

Administrators, teachers and all other District employees are particularly alert to possible conditions, circumstances or events that might include these behaviors. If any of these behaviors are discovered, involved students will be informed by the discovering District employee of the prohibition contained in this policy and are required to end the behavior(s) immediately. All hazing, harassment, intimidation, bullying, and sexual harassment incidents are reported immediately to the building administrator or other appropriate administrator. An investigation will result and shall include documentation of the event, response and strategy for protecting the victim.

If the investigation finds an instance of hazing, harassment, intimidation, bullying, and/or sexual harassment, by an electronic act or otherwise, has occurred, it will result in prompt and appropriate remedial and disciplinary action. This will include suspension or up to expulsion for students. Furthermore, racial, sexist, or abusive comments or actions directed at others will not be tolerated and will result in suspension or up to expulsion.

If, during the investigation, the Principal or appropriate administrator believes the reported misconduct may have created a hostile learning environment and may have constituted unlawful discriminatory harassment, said will report the act of to one of the Anti-Harassment Compliance Officers so that it may be investigated in accordance with the procedures set forth in Policy 5517.

A victim of sexual harassment has the right to file criminal and/or Title IX complaints simultaneously. A student does not need to wait until the Title IX investigation is completed before filing a criminal complaint or may also be filed with the U.S. Department of Education's Office for Civil Rights. The district respects students' privacy and will only disclose information regarding alleged sexual violence to individuals who are responsible for handling the school's response, the student's parents (if the student is a minor or dependent under Section 152 of the Internal Revenue Code), or otherwise required by law. Students or parents may ask that the student's name not be disclosed to the alleged perpetrators or that no investigation or disciplinary action be pursued to address the alleged sexual violence which may limit the District's ability to respond fully to the incident, including pursuing disciplinary action against the alleged perpetrator. For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.03.

Retaliation against any person who reports or is thought to have reported or otherwise participates in an investigation/inquiry related to a complaint of hazing, harassment, intimidation, bullying, sexual harassment, and violence is prohibited. Deliberately making false reports for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Deliberately making false reports or retaliation may result in disciplinary action.

The Superintendent/designee must provide the Board President with a semiannual written report of all reported incidents of bullying and post the report on the district's website. For more information, please refer to board policy 5517, 5517.01. The District's policy and consequences for violations of the policy shall be sent annually to each student's custodial parent or guardian. The statement may be delivered electronically.

DRAFT

The student athlete may be denied participation in athletics for violation of this policy and may be subject to *Code of Conduct* violation.

~~Hazing, harassment, intimidation, bullying, and sexual harassment toward a student, whether by other students, staff or third parties is strictly prohibited and will not be tolerated. This policy applies to all activities in the District, including activities on school property, on a school bus, or while enroute to or from school, and those occurring off school property if the student is at any school-sponsored, school-approved, or school-related activity or function, such as field trips or athletic events. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse. Hazing means doing any act or coercing another, including the victim, to do any act of intimidation or harassment to any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Harassment, intimidation or bullying is any intentional written/graphic, verbal, electronic, or physical act having reasonable intent to harass, intimidate, injure, threaten, ridicule, or humiliate that a student has exhibited toward another particular student or students more than once and the behavior causes mental or physical harm to the other student(s) and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student(s). It would include, but not be limited to, such behaviors as stalking, bullying/cyber bullying, intimidating, menacing, coercion, name-calling, taunting, making threats, hazing, and dating violence. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal or physical conduct of a sexual nature. Sexual harassment may involve the behavior of a person of either gender against a person of the same or opposite gender. It would include, but not be limited to, unwelcome propositions, unwanted physical and/or sexual contact, verbal expressions, patterns of conduct intended to create discomfort and/or humiliation, boundary invasions, and sexual violence. Sexual harassing creates a hostile environment when it interferes with or limits a student's ability to participate in or benefit from the school's program. It may be a single or isolated incident. Title IX protects against retaliation of reporting such acts. For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.03.~~

~~Permission, consent or assumption of risk by an individual subjected to hazing, harassment, intimidation, bullying, or sexual harassment does not lessen the prohibition contained in this policy. Prohibited activities of any type including those activities engaged in via computer and/or electronic communications devices are inconsistent with the educational process and are prohibited at all times. No administrator, teacher or other employee of the District shall encourage, permit, condone or tolerate any hazing, harassment, intimidation, bullying, or sexual harassment activities. No student, including leaders of student organizations, may plan, encourage or engage in any hazing, harassment, intimidation, bullying, or sexual harassment.~~

~~Administrators, teachers and all other District employees are particularly alert to possible conditions, circumstances or events that might include hazing, harassment, intimidation, bullying, or sexual harassment. If hazing, harassment, intimidation, bullying, or sexual harassment is discoveredoccurring, involved students are informed by the discovering District employee of the prohibition contained in this policy and are required to end all hazing, harassment, intimidation, bullying, or sexual harassment activities immediately. All hazing, harassment, intimidation, bullying, or sexual harassment incidents are reported immediately to the building administrator or appropriate administrator. An investigation will result and shall include documentation of the event, response and strategy for protecting the victim.~~

DRAFT

~~If the investigation finds an instance of hazing, harassment, intimidation, bullying/cyberbullying by an electronic act or otherwise and/or sexual harassment, has occurred, it will result in prompt and appropriate remedial and/ or disciplinary action. This may include suspension or up to expulsion for students, exclusion for parents, guests, volunteers, and contractors. Individuals may also be referred to law enforcement officials. A victim of sexual harassment has the right to file criminal and/or Title IX complaints simultaneously. A student does not need to wait until the Title IX investigation is completed before filing a criminal complaint or may also be filed with the U.S. Department of Education's Office for Civil Rights. For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.03.~~

~~If, during said investigation, the Principal or appropriate administrator believes the reported misconduct may have created a hostile learning environment and may have constituted unlawful discriminatory harassment, said will report the act of to one of the Anti-Harassment Compliance Officers so that it may be investigated in accordance with the procedures set forth in Policy 5517.~~

~~Retaliation against any person who reports/thought to have reported or otherwise participates in an investigation/inquiry related to a complaint of aggressive behavior, bullying, or sexual harassment is prohibited. Deliberately making false reports about harassment, intimidation, bullying, aggressive behavior, and/or sexual harassment for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Deliberately making false reports or retaliation may result in disciplinary action.~~

~~The superintendent/designee must provide the board president with a semiannual written report of all reported incidents of bullying and post the report on the district's website. For more information, please refer to board policy 5517, 5517.01. The district's policy and consequences for violations of the policy shall be sent annually to each student's custodial parent or guardian. The statement may be delivered electronically.~~

PARENTAL SUPERVISION AT EVENTS

The Olentangy Local Schools sponsors many events which families are encouraged to attend. For reasons of safety, a parent or a responsible adult designated by the parent should accompany elementary students. Elementary and middle school students should be under the supervision of an adult at all times on these occasions. School rules for behavior apply whenever students are on school property.

QUESTIONING OF STUDENTS

The School is committed to protecting students from harm that may be connected with the school environment and also recognizes its responsibility to cooperate with law enforcement and public child welfare agencies. While the School believes these agencies should conduct their investigations off school property if possible, investigations can take place at school in emergency situations or if the violation being investigated occurred on school property.

Before students are questioned as witnesses or suspects in an alleged criminal violation, the building administrator will attempt to contact a parent prior to questioning and shall remain in the room during questioning.

DRAFT

If a student is questioned as the subject of alleged child abuse or neglect, the building administrator will attempt to contact a parent prior to questioning, and s/he (or a designated guidance counselor) will remain in the room during questioning. If the agency investigating the alleged child abuse or neglect suspects the parent is the perpetrator, neither parent will be contacted prior to questioning, but the building administrator (or a designated guidance counselor) will remain in the room during questioning.

If law enforcement or children's services agency removes a student from school, the building administrator will notify a parent.

SCHOOL'S RIGHT TO SEARCH

Lockers, desks or storage places provided for student use are, and remain at all times, property of the Olentangy Local School District Board of Education. These areas and the contents, therefore, are subject to a random search at any time, pursuant to board policy. Random searches of lockers and vehicles may include the assistance of dogs trained to detect the presence of drugs. Administrators are authorized to conduct reasonable inspection of school property or of students and items brought upon school grounds, including vehicles, when there is reasonable cause to believe that a student may be in possession of evidence that a law or a school rule has been violated. In addition, the contents of a cell phone or other electronic devices may be searched if there is a reasonable suspicion that it may have been used in an activity prohibited by the Code of Conduct.

SECURITY RECORDINGS

The Olentangy Local School District may record security footage on district property. This footage, which is recorded for the protection and welfare of the school community, typically contains images of many students, as well as district employees and other persons.

Security footage contains personally identifiable information about students. State and federal laws generally prohibit the release of this information, and the district has ***not*** designated the footage as "directory information" that may be disclosed without the prior written consent of the students' parents or guardians.

Security footage, and the personally identifiable information contained on the footage, will be disclosed only when authorized by law or when the disclosure is made to school officials with legitimate educational interests. The footage otherwise will not be disclosed to any person.

WEAPONS AND / OR DANGEROUS ORDINANCES ~~CONCEALED CARRY~~

Unless otherwise authorized by law, pursuant to Ohio Revised code section 2923.122, no person shall knowingly possess, have under the person's control, convey or attempt to convey a ~~deadly~~ weapon or dangerous ordnance into a school safety zone, Policy 7217-Weapons.~~-~~

Exceptions to this policy include:

- Weapons under the control of Law Enforcement Personnel
- Items approved by a principal as part of a class or individual presentation under adult supervision,

if used for the purpose off and in the manner approved (working firearms and ammunition shall never be approved)
- Theatrical props used in appropriate settings
- Starter pistols used in appropriate sporting events

CURRICULUM, INSTRUCTION, AND ASSESSMENT

Curriculum, instruction, and assessment must be aligned with the board-adopted courses of study that are derived from the current state and national standards. Instruction delivered face to face, in an online format and/or in a blended format, is intended to maximize student learning and facilitate mastery of those standards. A course grade should reflect the content knowledge that a student knows and is able to demonstrate through the use of formative and summative assessments aligned to the instructional program.

Olentangy Local Schools offers many services to ensure equal opportunity for all children, including enrichment services, early childhood education, academic intervention, reading support programs, services to support English language learners, home instruction, special education, and related services such as speech and language therapy, physical therapy, occupational therapy, adapted physical education services, psychological services, mental health services, and transportation. Support is also available through our school counselors, school nurses, social services, and alternative education opportunities.

The Board of Education furnishes all necessary instructional materials. ~~For identification, each book is numbered.~~ However, there may be a fee associated with some co-curricular and extra-curricular courses as identified in the course/scheduling guide and fee schedule. Each student is responsible for all instructional materials loaned to him or her, and is expected to return all instructional materials at the end of participation in the course. Students will be responsible to pay for any instructional materials that are lost, destroyed, stolen or mutilated.

ALTERNATE EDUCATION PROGRAMS

- **Olentangy Academy: Supporting Individualized Success (OASIS):** The Olentangy Local Schools is proud to offer OASIS, a unique, student-centric educational program for families who are looking for an alternative option to the traditional school setting. OASIS provides students with customized online learning experiences, academic support in a setting with low student-to-teacher ratio, intensified career and college preparation, readily available adult mentoring, and individualized service learning opportunities. OASIS uses best practices, including research-based methods of connecting with and supporting students in their academic and developmental growth.
- **Jon Peterson/Autism Scholarship program**

The Board of Education authorizes the superintendent/designee to develop guidelines for compliance with Ohio Administrative Code (OAC) Section 3301-103-04 related to the issuing of credits toward graduation and the issuance of a diploma for children in grades nine through twelve who are participating in the Jon Peterson or Autism scholarship program. OAC 3301-103-04 requires that this issue be addressed and decisions be documented on the student's current IEP.

- Olentangy Academy: Science, Technology, Engineering, and Mathematics (STEM)
  The STEM program at Olentangy Academy is focused on an integrated, transdisciplinary approach to teaching and learning. Students will be working with local business and industry on design challenges to provide authentic, hands-on learning experiences that are directly connected to what they are learning in their math, science, English, and engineering course. Students will start their day at Olentangy Academy and in the afternoon will be transported back to their home high school for lunch and three additional periods. Applications for Olentangy Academy are due at the end of January and are available on all middle school and high school websites.

CLASS SCHEDULES ~~CHANGES~~

Schedules are provided to each student at the beginning of the school year or upon enrollment. Schedules are based on the student's needs and available class space. Any changes in a student's schedule should be handled through the guidance office provided they follow the regulations listed below. Students may be denied course enrollment due to lack of available space or the need for the student to pass prerequisite courses. Students are expected to follow their schedules. Any variation must be approved with a pass or schedule change.

Students or parents may request schedule changes through the school counselor. Written permission from the parent is required for the change. Administration reserves the right to make the final decision. Band, choir and other electives may only be added or dropped at the beginning of the nine-week grading period, with the written permission of a parent/guardian and teacher. Ultimately, it is the administration's responsibility to create student schedules and to make decisions about the assignment of students to classes.

COUNSELOR SERVICES

School counselor services may include:

- Assistance in planning future education
- Interpretation of test scores
- Occupational information
- Career information
- Help in improving study skills
- Scheduling assistance
- Help with home, school or social concerns

A student desiring to speak with a school counselor should leave a note in the school office requesting that the counselor contact him or her as soon as possible.

COLLEGE CREDIT PLUS (CCP)

Students in grades 7-12 may enroll full- or part-time in a post-secondary institution to take courses for high school and/or college credit. A post-secondary institution or college is defined as any state-assisted college or university described in the Ohio Revised Code or any nonprofit institution holding a certificate of authorization. The Board will approve participation by students who apply to the participating college or university ("institute of higher education" or "IHE") and meet the IHE's and relevant academic program's established standards for admission, enrollment, and course placement.

For more information regarding College Credit Plus (CCP), please refer to the OLSD High School Course Description Guide (CLICK HERE). Also, detailed information is available from the Ohio Department of Higher Education, please CLICK HERE or visit https://www.ohiohighered.org/ccp.

Student Code of Conduct in CCP Settings: Students enrolled in CCP courses remain responsible for their behaviors like traditionally enrolled students according to Olentangy policy. In addition, CCP students are also accountable to the code of conduct of the post-secondary institution in which they are enrolled. Olentangy recognizes that an effective educational program is one that provides opportunities for all students to customize aspects of their learning around needs and interests.

~~Students interested in College Credit Plus (CCP) must meet all of the following criteria:~~

- ~~A. Submit an intent form (found at https:www.ohiohighered.org/ccp) to the school counselor by April 1st~~
- ~~B. Attend a mandatory meeting with high school officials explaining the program~~
- ~~C. Apply to and attain acceptance from the college/university~~
- ~~D. Meet a minimum grade point average required by the college~~

~~Students in grades 7-12 may enroll full- or part-time in a post-secondary institution to take courses for high school and/or college credit. A post-secondary institution or college is defined as any state-assisted college or university described in the Ohio Revised Code or any nonprofit institution holding a certificate of authorization. Detailed information is available at https://www.ohiohighered.org/ccp.~~

~~Students interested in College Credit Plus (CCP) must meet all of the following criteria:~~

- ~~A. Submit an intent form (found at https//:www.ohiohighered.org/ccp) to the school counselor by April 1~~
- ~~B. Attend a mandatory meeting with high school officials explaining the program~~
- ~~C. Apply to and attain acceptance from the college/university~~
- ~~D. Meet a minimum grade point average required by the college~~

~~The participant may elect at the time of enrollment to be responsible for payment of all tuition and the cost of all textbooks, materials, and fees associated with the course. The college shall notify the participant about payment of tuition and fees in the customary manner followed by the college. A participant electing this option also shall elect, at the time of enrollment, whether to receive only college credit or high school credit and college credit for the course.~~

1. ~~The participant may elect to receive only college credit for the course. Except as provided in section 3365.032 of the Revised Code, if the participant successfully completes the course, the college shall~~

award the participant full credit for the course, but the governing entity of a public secondary school or the governing body of a participating nonpublic secondary school shall not award the high school credit.

2. The participant may elect to receive both high school credit and college credit for the course. Except as provided in section 3365.032 of the Revised Code, if the participant successfully completes the course, the college shall award the participant full credit for the course and the governing entity of a public school or the governing body of a participating nonpublic school shall award the participant high school credit.

The participant may elect at the time of enrollment for each course to have the college reimbursed under section 3365.07 of the Revised Code. Except as provided in section 3365.032 of the Revised Code, if the participant successfully completes the course, the college shall award the participant full credit for the course and the governing entity of a public school or the governing body of a participating nonpublic school shall award the participant high school credit. If the participant elects to have the college reimbursed under this division, the department shall reimburse the college for the number of enrolled credit hours in accordance with section 3365.07 of the Revised Code.

Student Code of Conduct in CCP Settings: Students enrolled in CCP courses remain responsible for their behaviors like traditionally enrolled students according to Olentangy policy. In addition, CCP students are also accountable to the code of conduct of the post-secondary institution in which they are enrolled.

EQUITY AND INCLUSION PROGRAM

Our equity and inclusion program supports students, families, and teachers by educating and promoting understanding, exposure, and acceptance of individual differences. Every school in our district has a diversity liaison who runs an open student group focused on these principles, as well as helping students understand their identity, build friendships across cultures, and provide service to others. If you are interested in becoming involved with the program or if you would like assistance in this area, please reach out to your school's diversity liaison or contact our District Equity and Inclusion Supervisor, Jackie Powers (Jacqueline_powers@olsd.us) for support.

FIELD TRIPS

The Board of Education recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program of the schools (OLSD Policy 2340-Field and Other District –Sponsored Trips). In order for your child to benefit from these activities, appropriate behavior from all students is necessary. Olentangy Local Schools reserves the right to prohibit students from attending field trips because of disruptive behavior.

Parent permission slips will be signed in advance. Students will travel by school vehicles. The Board of Education authorizes the incidental transportation by private vehicle of students of the district. This includes occasional transportation for field trips, outings, and the like. Routine transportation, however, shall be subject to all requirements listed in Board Policy 8560 8500-Transportation and relevant administrative guidelines. Students will be released during the course of the trip to parents or guardians only. These

releases should be arranged in advance by submitting a written request to the teacher or adviser in charge of the trip. In addition, parents will be asked to sign out their child at the time of departure. Siblings are not permitted to attend field trips with chaperones.

HOMEWORK

The Board of Education acknowledges the educational validity of out-of-school assignments as adjuncts to and extensions of the instructional program of the schools. "Homework" shall refer to those assignments to be prepared outside of the school by the student or independently while in attendance at school. The superintendent shall develop rules for the assignment of homework according to these guidelines:

A. Homework should be a properly planned part of the curriculum, extending and reinforcing the learning experience of the school.
B. Homework should help students learn by providing practice in the mastery of skills, experience in data gathering, and integration of knowledge, and an opportunity to remediate learning problems.
C. Homework should help develop the student's sense of responsibility by providing an opportunity for the exercise of independent work and judgment.
D. The number, frequency, and degree of difficulty of homework assignments should be based on the ability and needs of the student and take into account other activities which make a legitimate claim on the student's time.
E. As a valid educational tool, homework should be assigned with clear direction and its product carefully evaluated.
F. The schools should recognize the role of parents by suggesting ways in which parents can assist the school in helping a student carry out assigned responsibilities.
G. Homework should always serve a valid learning purpose; it should never be used as a punitive measure.

LIBRARY/MEDIA CENTER

Mission and collection- It is the goal of the Olentangy School libraries to provide support for the information and reading needs of students in order to maximize their achievement. Library collections are selected by licensed teachers who are certified school library media specialists, in compliance with the ~~Library Materials~~ Selection Policy of Instructional Materials and Equipment ~~(OLSD~~ Policy 2520.02~~)~~. Collections are designed to support readers at all levels and abilities, engage student interests, recognize diverse cultural backgrounds, and support curriculum-based research needs. Collections include a variety of grade-level appropriate media such as books, e-books, audio books, magazines and videos. Each school maintains an electronic catalog available from their library website with age-appropriate databases linked as well.

- Instructional support-Librarians provide reading selection support and information literacy, media literacy and technology literacy instruction for all ability levels to meet the needs of 21st Century learners. The K-12 library curriculum is taught directly or embedded into core subjects through direct lessons or in collaboration with core subject teachers. Many of our librarians provide grade level reading lists to guide student reading.

- **Equipment-**Olentangy school libraries provide computers, scanners, copiers, production software, printing, recording devices, projectors and other peripherals. They also support the instructional needs of teachers and provide audio-visual equipment for classrooms.
- **Policies-**The District Computer Usage Policy and the Student Code of Conduct are followed in all libraries, and librarians' behavior expectations are similar to other classroom teachers. Students are expected to work quietly and productively and to treat other learners with courtesy and respect. Library rules, policies and procedures are posted or shared with students within each school. Library materials should be returned in good condition in a timely manner and lost materials should be paid for so that they can be replaced.

MIDDLE SCHOOLS GIFTED SERVICES

The state of Ohio requires school districts to identify students for potential areas of giftedness. Students are identified as gifted in cognitive ability, specific academic achievement, visual / performing arts areas, and creative thinking through state approved assessment procedures. Olentangy Local Schools provides a continuum of services to support the varying instructional and social emotional needs of gifted learners.

Please CLICK HERE for more information or visit our website: http://www.olentangy.k12.oh.us/Page/1664.

Students with one or more areas of gifted identification can expect differentiated instruction and curriculum within the regular classroom. The Gifted Intervention Specialist will consult with the classroom teacher as well as assist in collaboration with students, parents and teachers to ensure that student work is appropriately challenging. Students who are identified as gifted in cognitive ability AND specific academic achievement receive additional gifted services. Services are provided in the areas of reading and math at grades 3-5 and reading, math, science, and social studies at grade 6-8.These students receive a Written Education Plan (WEP) which outlines academic goals and provides a description of services. Direct services are provided from both a gifted intervention specialist and regular classroom teacher who receives ongoing professional development in the area of gifted education. These services may be provided in the regular classroom and/or gifted classroom setting.

Students who meet the criteria for direct services are deliberately placed in a class in which they receive differentiated instruction and curriculum as well as instructional supports that may include cluster grouping, co-teaching, small group instruction, and subject/whole grade acceleration.

For Frequently Asked Questions, please CLICK HERE or visit the following link on the district's website http://www.olentangy.k12.oh.us/cms/lib8/OH01914664/Centricity/Domain/56/Frequently-Asked-Questions-Gifted-Letter.pdf

For additional details regarding the gifted identification process, criteria, and services, please CLICK HERE or visit out district's website: http://www.olentangy.k12.oh.us/Page/1363

RELEASE TIME FOR RELIGIOUS EDUCATION

Students may be provided "released time" from school to attend a course in religious instruction conducted by a private entity off District property, provided that the following requirements are met, such students will not be considered absent when the:

A. student's parent or guardian gives consent in writing;
B. sponsoring entity maintains attendance records and makes them available to the District;
C. sponsoring entity provides and assumes liability for the student; and
D. student assumes responsibility for any missed school work.

Students shall not be excused from a core curriculum subject course to attend Released Time instruction. For more information, please refer to Board policy 5223 - Released Time for Religious Instruction.

RESPONSE TO INTERVENTION / MULTI-TIERED SYSTEM OF SUPPORT (RTI/MTSS)

Response to Intervention (RTI) is a framework for providing high quality curriculum and instruction to all students and intervention support for some students. RTI integrates assessment, instruction, and intervention within a multi-level prevention system to maximize student achievement and reduce behavioral problems. The purpose of the multi-level prevention system is to help the student be more successful.

A Student Data Meeting is one component of the Response to Intervention framework. A Student Data Meeting brings together a team of dedicated professionals whose purpose is to ensure that high quality specific instruction is matched to meet the needs of an individual child. This may include the building principal, school counselor, school psychologist, support staff, intervention specialist, classroom teacher, and parent(s) / guardian(s). The team is flexible based on the child's needs and therefore may have a range of team members. Children are referred to the Student Data Team for different reasons. A child may be experiencing academic, social/emotional, or health concerns. Referrals typically occur when a child is not making adequate progress toward grade level expectations despite interventions that teachers and parents put in place. If you have concerns about your child's progress please contact your child's teacher. For questions regarding the RTI/MTSS process please contact the building principal.

TECHNOLOGY USAGE POLICY

Students are encouraged to use the school's computers/network and the Internet connection for teacher-assigned, educational work. All references to schools in this ~~policy~~ section will mean any school in the Olentangy Local School District. The term computer or computer equipment includes but is not limited to: any electronic devices, personal or school owned that is used on school property (including on district-owned vehicles) or during district-sponsored trips.

Students are responsible for their behavior and communication on the Network. Transmission of any material in violation of any State or Federal law or regulation, or Board policy is prohibited. Unauthorized or inappropriate use of the Network, including any violation of these rules, may result in cancellation of the privilege, disciplinary action consistent with the Student Code of Conduct, and/or civil or criminal liability

Parents and students are advised that the Board makes every effort but may not be able to technologically limit access through the Board's Internet connection to only those services that have been authorized for

the purpose of instruction, study and research related to the curriculum. Nevertheless, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents/guardians may find inappropriate, offensive, objectionable or controversial. Privacy in communication over the Internet and the Network is not guaranteed.

Student use of the District's computers, network and Internet services/connection ("Network") are governed by District Policies and Administrative Guidelines 7540.00 (Technology), 7540.02 (Web Content, Services, & Apps), 7540.03 (Student Education Technology Acceptable Use and Safety) as well as the Student Code of Conduct. Student-created web content, services and apps are subject to Policy 5722 - School-Sponsored Student Publications and Productions.

In order to verify compliance with these guidelines, the Board reserves the right to monitor, review, and inspect any directories, files and/or message residing on or sent using the Network. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.

Students using computers are expected to abide by the following rules:

1. Students may only access the network and/or Internet by using their assigned network account. Use of another person's account/password is prohibited. Students may not allow other users to utilize their passwords. Students may not intentionally seek information on, obtain copies of or modify files, data or passwords belonging to other users or misrepresent other users on the network.
2. Students are permitted to use networked software and school-supplied software. Programs written by the student, which are part of an assignment in a school's course of study, may be run, as required, for that course of study's requirements with teacher supervision.
3. Students may not download programs from the Internet nor may they copy programs from any removable device or other outside media. Students may not install or delete programs on the school's computers.
4. Students may not use the Internet to engage in "hacking" or other unlawful activities.
5. Students may not create keyboard macros in Microsoft Word or any other program. Macros written by the student which are part of an assignment in a school's course of study may be run, as required, for that course of study's requirements with teacher supervision.
6. Students should only use computer programs approved by the classroom teacher.
7. The school staff may review computer files or messages that are created by the student. Material may be reviewed for grading and appropriate content. It may be reviewed for any harassing or threatening material (e.g., cyber bullying), trade secret protection and/or any vulgar or obscene content.
8. Students are not to send messages over the network or participate in online "chat rooms." Students may not use any email or instant messaging programs on a school's computer. A student may only use Internet e-mail when a teacher instructs him/her to do so.
9. Students are not to enter the network's operating system.

DRAFT

10. A teacher may authorize the copying of student-created work to a removable device or other outside media. The use of a removable device or other outside media is not permitted without permission from a teacher.
11. Students may not have food or drink when working on school computers.
12. All copyright laws are to be enforced.
13. Students are not to unplug or change any computer device or network connections.
14. Students are not to change any display screen settings.
15. Students are not to change any program's toolbars or settings.
16. Students are not to add or delete any program icons on the desktop or Start Menu.
17. Malicious use of computers or the school's network to develop programs that harass other users or infiltrate a computer or computer system and/or damage the software components of a computer or computing system is prohibited. Students may not use computers or the school's network in such a way that would disrupt their use by others.
18. Students are not to remove, modify, damage or destroy any computer or networking equipment.
19. Students are not to modify or remove any identifying labels on computer equipment.
20. Students are not to modify or remove any printer settings.
21. Students are to advise school staff when they observe any violation of the school's policy for the use of the school's computers.
22. Students are to advise their teacher when a school's computer malfunctions in any way (example: a program is not opening or closing correctly). The teacher will notify the technical support staff so that the computer can be repaired.
23. The possession of; or the taking, disseminating, transferring or sharing of by way of example: nude, obscene, pornographic, lewd or otherwise illegal images or photographs, whether by electronic data transfers or other means (commonly called texting, emailing, sexting, etc.) may constitute a crime under state and/or federal law. Any person possessing, taking, disseminating, or sharing nude, obscene, pornographic, lewd or otherwise illegal images or photographs may be punished under this code of conduct and may be reported to the appropriate law enforcement agencies.
24. Cyberbullying is the act of harassment that takes place via some method of technological media. If a student is being harassed and ~~the effect is~~ it has an impact on the schooling environment, it does not matter where the offense originates, even if off grounds, if the effect of such acts makes a transition to school grounds it is under our best judgment to take appropriate action.
25. The use of electronic devices for recording purposes must have prior approval.
26. Students are permitted to use their cellular phones or electronic devices in designated areas during designated times only. Designated times and areas will be determined at the discretion of the building administration. Students using their cellular phones or electronic devices at times other than designated or in locations other than designated may be subject to school discipline. Contents of cell phones or electronic devices may be searched if there is a reasonable suspicion that it may

DRAFT

have been used in an activity prohibited by the Code of Conduct. At the building leadership's discretion, students' confiscated cellular phones or electronic devices may only be returned to their parent or guardian. Students may not establish or access web-based e-mail accounts on commercial services through the Network (e.g., Gmail, Hotmail, Yahoo mail, etc.).

27. OLSD will provide access to filtered Internet and my.olsd.us platform (Schoology, PowerSchool, Google Drive) email via wireless access for personal computing devices belonging to students for educational purposes.

28. Game playing is not permitted at any time.

Please note OLSD will not be able to provide technical support for personal computing devices. OLSD will not be responsible for lost, stolen or damaged property whether it be by accidental or malicious means including but not limited to other users, viruses, malware, and spyware or bot traffic

Students are not allowed to circumvent the Internet filter or click-through warnings. Personal computing devices are not to be attached to the OLSD network other than the wireless network provided for student use. Computing devices that have been determined to be a threat to the network integrity will be immediately removed from the network and will not be allowed back on until the technology department is assured that the cause for removal has been resolved.

As a condition to using OLSD's wireless network, students should have no expectation of privacy in their use of the network, and by signing the handbook awareness statement specifically understand and agree that their personal computing device may be confiscated and searched anytime school officials have reasonable suspicion of violations of the technology usage policy or any other board policies, guidelines or laws. Students will receive the wireless passkey from a teacher or the school office upon submission of the handbook awareness statement with the appropriate signatures. Passkeys are not to be shared with others. Violators will be subject to disciplinary actions, removal from wireless network and/or confiscation of equipment. Exceptions to the above rules are permitted only under direct teacher supervision.

Violations of these rules may result in disciplinary action, including but not limited to detention, Wednesday School, Saturday School, Suspension Alternative Program and/or suspension. Violations also may result in removal from the wireless network, confiscation of equipment, notification to ~~be referred to~~ the appropriate legal authorities and/or other legal action may be pursued.

Use of the Internet and any information procured from the Internet is at the student's own risk. The Board makes no warranties of any kind, either express or implied, that the functions or the services provided by or through the Network will be error-free or without defect. The Board is not responsible for any damage a user may suffer, including, but not limited to, loss of data, service interruptions, or exposure to inappropriate material or people. The Board is not responsible for the accuracy or quality of information obtained through the Internet. Information (including text, graphics, audio, video, etc.) from Internet sources used in student papers, reports, and projects should be cited the same as references to printed materials. The Board will not be responsible for financial obligations arising through the unauthorized use of the Network. Students or parents of students will indemnify and hold the Board harmless from any

DRAFT

losses sustained as the result of misuse of the Network by the student. Use of the Network by students will be limited to those students whose parents have signed a release of claims for damages against the Board.

Technology Usage Agreement: If you do NOT desire for your child to use district-provided technology while at school, please submit a letter to your building principal. In the event that we do not receive this information, ALL students will be permitted to use district-provided technology according to the provisions listed in the Technology Usage Policy.

GRADING

Olentangy Middle Schools have a standard grading procedure, as well as additional notations that indicate work in progress or incomplete work. In general, students are assigned grades based upon test results, homework, projects and classroom participation. Each teacher may place a different emphasis on these areas in determining a grade and will so inform the students at the beginning of the course work. If a student is not sure how his/her grade will be determined, she/he should ask the teacher.

STUDENT AVERAGE

The student average is computed by using the GRADING SCALE below. The point value for each letter grade earned as a quarter grade is averaged to determine the student quarter average. Only the current quarter grades are used in determining this average.

GRADING SCALE

MIDDLE SCHOOL GRADING SCALE						
Letter Grade	Percentage	Point Value		Letter Grade	Percentage	Point Value
A	93-100%	4.00		C	73-76%	2.00
A-	90-92%	3.67		C-	70-72%	1.67
B+	87-89%	3.33		D+	67-69%	1.33
B	83-86%	3.00		D	63-66%	1.00
B-	80-82%	2.67		D-	60-62%	0.67
C+	77-79%	2.33		F	0-59%	0.00

DRAFT

GRADING INFORMATION

An "incomplete" is sometimes necessary in order to give students a chance to make up work missed due to illness. Work missed during absences may be made up (see attendance policy for details). Students should take the responsibility for contacting teachers for make-up work.

REPORT CARDS

All student report cards will be made available electronically to parents and students for quarterly grade reporting. A paper copy will not be mailed home unless specifically requested. Grade progress is available through PowerSchool. Dates are posted on the school calendar.

ACADEMIC RECOGNITION ROLLS

The middle schools will honor students for the following standards of achievement (based on their cumulative GPA):

- Distinguished Roll 3.75-4.00
- Honor Roll 3.50-3.74
- Merit Roll 3.00-3.49

Academic rolls will be calculated after each quarter. Students earning a grade point average of 3.75 or higher without any D's, F's or I's, will achieve the Distinguished Roll. Students earning a grade point average of 3.5 - 3.74 without any D's, F's, or I's will achieve the Honor Roll. Students earning a grade point of 3.0 - 3.49 will achieve the Merit Roll.

RETENTION

Students who fail two or more year-long academic subjects will be retained unless, in the judgment of the teachers, counselors and the principal, circumstances would warrant assigning them to the next grade. Any student planning to attend summer school for credit to make up failed courses must obtain prior approval of their program from the principal. Only programs held at a school and taught by a certified teacher will be approved.

A student who fails the first semester and passes the second semester of a yearlong course shall receive the full credit of the course if recommended by the teacher and approved by the principal. A student who passes the first semester and fails the second semester shall fail that course and receive no credit if lack of effort is determined to be the cause of the failure.

HIGH SCHOOL CREDIT BELOW THE NINTH GRADE

Olentangy Local Schools will award credit for all high school courses taken prior to the ninth grade. In most instances, a grade of "P" (passing) benefits a student's cumulative grade point average. Therefore, students will receive a grade of "P" on their high school transcript for each high school course taken. If, prior to the end of the first semester of the student's senior year, the student and parent wish to change the "P" grade into an academic letter grade, the student and parent must request this change in writing. Upon written request, the "P" grade will be replaced with the final grade issued on the student's 8th grade report card.

DRAFT

Per Ohio law, students new to the district desiring such credit must provide their respective counselor the following documentation on their previous school's letterhead: 1) that the course which credit is being pursued was a high school course; and 2) that the course was taught by a teacher who held the appropriate secondary teaching license/certificate for the course.

Students electing to re-take any course will not receive high school credit or a grade for the course below the ninth grade.

GRADUATION REQUIREMENTS

~~For the class of 2018 and beyond, A~~a diploma shall be awarded to students meeting the curriculum credit requirements and who achieve one of the following three options: a cumulative passing score with the required number of points in each area on end of course exams, earn the required points on the WorkKeys assessment and an approved industry-recognized credential, or earn a remediation-free score in English language arts and mathematics on the ACT or SAT.

More specific information regarding graduation requirements can be found in the Course Selection Guide. The ***High School Course Selection Guide*** is located on the district's website please use the search bar or CLICK HERE~~enter this into your browser: http://www.olentangy.k12.oh.us/cms/lib8/OH01914664/Centricity/domain/772/january/2017-2018%20High%20School%20Course%20Planning%20Guide.pdf.~~.

POLICY ON ACADEMIC ACCELERATION, EARLY ENTRANCE TO KINDERGARTEN, AND EARLY HIGH SCHOOL GRADUATION

The degree to which academic content standards are met and the time it takes to reach the standards will vary from student to student. The Olentangy Board of Education believes that all students, including advanced learners, should be challenged and supported to reach their full potential. For some advanced learners, this can best be achieved by affording them access to curriculum, learning environments, and instructional interventions more commonly provided to older peers. The Olentangy Acceleration Policy 5408 provides students with opportunities for possible accelerated placement through early admission to kindergarten, individual subject acceleration, whole-grade acceleration, and early graduation from high school.

A teacher, administrator, gifted education specialist, guidance counselor, school psychologist, or parent/ legal guardian of the student may submit referrals for possible accelerated placement to the school principal. A student may refer himself, herself, or a peer through a district staff member who has knowledge of the abilities of the student. Accelerated placement is a team decision and includes a review of classroom performance and standardized testing history, information regarding student work habits, motivation and desire for acceleration, and possible additional assessments as needed. The acceleration process evaluates the academic, social, and emotional readiness of students in order to determine a placement to best meet the needs of the whole child.

DRAFT

Copies of referral forms for evaluation for possible early entrance, whole-grade acceleration and individual subject acceleration are available to district staff and parents at each school building, CLICK HERE or visit the district website at http://www.olentangy.k12.oh.us/administrative-departments/curriculum-instruction/gifted-services/.

HEALTH AND SAFETY

HEALTH REGULATIONS

Your child must meet county and state health regulations for entrance to school, including compliance with state immunization laws. The school nurse checks health records each year and will send you a reminder of the required immunizations your child still needs.

Students will be excluded from school if the immunization schedule is not completed within 14 calendar days after the student's first day of school. Written statements of objection to immunizations due to parent's or guardian's philosophical or religious reasons are filed in the student's health folder. Medical exemption for immunization must be signed by the child's physician.

Parents are required by state law to fill out an Emergency Medical Authorization Form. ~~These are kept on file in the office and used in emergency situations.~~ The Emergency Medical Authorization form is online and should be completed at the time of enrollment and checked for accuracy at the beginning of each school year. A complete Emergency Medical Authorization Form must be on file with the School in order for a student to participate in any activity off school grounds, including field trips, spectator trips, athletic and other extracurricular activities, and co-curricular activities.

-The Olentangy Board of Education wishes to cooperate fully with students, parents and the medical profession to ensure that students receive any required medication during the normal school day at the time that it is required. It is preferred that medications be administered to students at home; however, it is also recognized that certain circumstances may necessitate administering medications during school hours. Guidelines have been established to maintain control of authorized drugs within the schools and to ensure the health and welfare of students. In accordance with O.R.C. 3313.713, all medications unless medically prescribed to self-carry must be kept locked in a storage place and administered by school personnel. Only employees of the Board who are licensed health professionals or who have completed a drug administration training program conducted by a licensed health professional and considered appropriate by the Board may administer to a student a drug prescribed for the student.

A Physician's Medication Procedure Request Form and Parent's Medication Procedure Request Form must be completed, signed and on file in the office before any medication, including over-the-counter and essential oils will be given by the clinic staff. Children are NOT permitted to transport any medication to school. All medications must be brought to school by a parent or guardian and must be locked in a storage

place unless medically prescribed to self-carry. This is critical to the health and safety of all children. In rare instances, a student may be allowed to carry certain prescription medications (e.g., asthma inhalers). If the physician deems it medically necessary for the student to carry a medication with him/her, the Physician's Medication Procedure Request Form must be signed and contain those instructions.

Middle and high school students are permitted to carry a one-day's supply of non-prescription medication, including essential oils, to self-administer if a Parent's Non-Prescription Medication Request form is signed by the parent and on file in the school office.

A parent note is required for elementary students to use cough drops at school. Cough drops must be supplied by the parent or guardian, kept in the clinic and administered by the clinic staff.

Medication forms are available in the school office and on the district website, and expire at the end of each school year.

ANIMALS IN SCHOOLS AND ELSEWHERE ON DISTRICT PROPERTY

Animals permitted in schools and elsewhere on District property shall be limited to those necessary to support specific curriculum-related projects and activities, those that provide assistance to a student or staff member due to a disability, those that serve as service animals as required by Federal and State law, or those that conduct random searches for illegal substances. All animals must meet veterinary requirements set forth in the State law and County regulation/ordinance.

The student's need for and use of a service animal must be documented in the student's individual education plan (IEP) or Section 504 Plan. A service animal is the personal property of the student and/or parents. The Board of Education does not assume responsibility for training, daily care, health care, or supervision of service animals. The Board of Education does not assume responsibility for personal injury or property damage arising out of or relating to the presence or use of service animals on District property or at District-sponsored events. For more information, please refer to board policy 8390-Animals on District Property.

CONCUSSIONS

Should a student exhibit signs, symptoms or behavior that is consistent with a concussion or head injury, they shall be removed from P.E. participation. School staff will notify the parent and will recommend an assessment by a physician or health care provider. The student may return to P.E. class with written clearance from the physician or health care provider that it is safe for the student to return to P.E. class. For more information, please refer to policy 5340-student accidents.

CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES

Because a school has a high concentration of people, it is necessary to take specific measures when the health or safety of the group is at risk. The School's professional staff may remove or isolate a student who has been ill or has been exposed to a communicable disease or highly-transient pest, such as lice (Policy 8450).

Specific communicable diseases include diphtheria, scarlet fever, strep infections, whooping cough, mumps, measles, rubella, and other conditions indicated by the Local and State Health Departments. Any removal will be limited to the contagious period as specified by the Delaware General Health District and the Ohio Department of Health).

In cases of communicable disease, a letter may be sent home and/or a notice may be passed on to the school community via email informing parents that a situation exists in their child's classroom. Because of the contagious nature of these conditions, it is important that you call the office if you find your child has been diagnosed with a communicable disease. If your child has head lice, it will be necessary for you to bring him/her to be checked in at the clinic to verify that he/she has no live lice before he/she can be readmitted to school. The school nurse or designee will make the final decision on re-admittance to school.

DISTRICT SAFETY PLAN

In case of an emergency, district personnel will follow the District Safety Plan. This plan specifies steps to be followed should an emergency arise that threaten the well-being of students, staff and the public while utilizing school property. In addition to the steps outlined in the District Safety Plan our staff routinely trains on many of these procedures. The drills include fire, tornado and lockdown drills.

In the event of a lockdown, parents will be notified via text and/or email. If the situation causes a delay in the start of the school day or a change in release time, parents will be notified using the district's automated calling system.

To ensure that the district has accurate contact information, please CLICK HERE to review and update your PowerSchool account information or visit the district's website at http://www.olentangy.k12.oh.us/Page/1858.
Please follow the instructions found on the Parent Resources section.

HAND WASHING PROTOCOL

Hand washing with soap and warm water for at least 20 seconds is very important to prevent illness and communicable diseases. It is Olentangy district policy that students and staff will wash their hands at various times throughout the day including but not limited to after using the restroom, before eating, or after sneezing or coughing. When soap and water are not available, disposable hand wipes or gel sanitizers may be used.

HEALTH SCREENINGS

In accordance with Ohio Department of Health requirements and guidelines, school health staff conducts periodic health screenings to detect abnormalities in hearing, and vision. Health screenings may also be conducted when a concern arises. A permission slip will not be sent home for parent permission in advance of the screening. Parents may opt out by notifying the school nurse in writing.

HOMEBOUND INSTRUCTION

The School may arrange for individual instruction at home for students who are unable to attend school because of an accident, illness, or disability. Such instruction may be arranged upon receipt of documentation of the student's condition from a physician (Policy 2412-Homebound Instruction). For more information, contact the building administrator or guidance counselor.

ILLNESS/INJURY

It is important that students are not sent to school if they experience (d) a fever (100°F or above), vomiting, diarrhea and/or a persistent cough within the last 24 hours. It is advisable to keep a child home until the child is symptom-free for 24 hours without benefit of any medication. If a child returns to school and remains ill, parents will be called. If you and the other people on your emergency contact list are unavailable, and therefore unable to be reached, please designate a person we can call temporarily in the event of an illness or accident and notify the office of this change in writing.

MEDICAL CONCERNS

Notify the school nurse of any health concerns that impact your child's school day. If your student is transported to school by bus, the bus drivers should also be provided with this information. Each year Food Service must have an updated statement from your physician documenting the specific food allergy and acceptable substitutes in order to make accommodations within the National School Breakfast and/or Lunch Program

NON-SMOKING/"VAPING" POLICY

The Ohio Department of Health prohibits smoking in all enclosed public places within the state. Olentangy Local Schools is committed to providing students, staff, and visitors with a smoke-free environment. Smoking and vaping is expressly prohibited in all Olentangy buildings, on school property, on a school bus, or while enroute to or from school, and at events occurring off school property if the student is at any school-sponsored, school-approved, or school-related activity or function, such as field trips or athletic events, or off the school grounds if the situation is initiated at school.

This non-smoking/vaping policy applies to staff, students, contractors, and visitors. Evidence of indoor smoking/vaping, including the ashes of cigarettes, cigars, pipes, other smoking equipment or products, or vaping paraphernalia (e.g. electronic cigarettes and "vape pens") will result in disciplinary action. Additionally, the sale and/or marketing of cigarettes, tobacco products, e-cigarettes, "vape pens," and all e-cigarette and "vape pen" paraphernalia, is prohibited.

SPEAK UP! STUDENT HELP! LINE





An anonymous system for reporting bullying and other safety concerns. To report a concern, you can access our Stay Safe Speak Up! Helpline in two locations. First, you can visit the district ~~simply visit your school's~~ website and look for one of the two "**Stay Safe**" or "**Bullied?**" **Speak UP!** Icons. Click on the icon that applies, select your area of concern and provide a short explanation of the incident. The system will send your anonymous report to the appropriate people to address your concern. You can also access the Stay Safe Speak Up!

Helpline by logging into your MyOLSD portal and clicking on the "Stay Safe" or "Bullied?" Speak UP! Icons. In addition, you can call (toll free) 1-866-listen2me.

SUICIDE PREVENTION RESOURCES

If you or someone you know is in crisis, please reach out to someone who can help. Don't wait, contact any staff member or administrator (see AG 5350).

In an urgent situation, please use the resources below:

- The National Suicide Prevention Lifeline provides 24/7 free confidential support for people in distress, prevention and crisis resources are also available: 1-800-273-TALK (8255).
- The Helpline of Delaware and Morrow Counties: Need to talk? Call 211 or 1-800-6842324 or text 898211 to connect with a Suicide Prevention Coordinator.

GENERAL INFORMATION

COPYRIGHT INFRINGEMENT

Claims of copyright infringement may be emailed to olswebmaster@olsd.us or sent by email to the Communications Department: 7840 Graphics Way, Lewis Center, Ohio 43035, 740-657-4050.

FEES

According to Policy 6152-Students Fees, Fines, and Charges, the Board may need to levy certain charges to students to facilitate the utilization of other appropriate materials for curricular as well as co-curricular and extra-curricular activities. Any waiver of fees shall be made pursuant to Policy 6152.01. A list of course and workbook fees–is available on the district's website. You may log into PowerSchool to view/pay your student's fee accounts and any outstanding fees.

Payments should be made in full by credit card online or by cash/check/money order to the school office. To view your fee account and make payments online, please go to your PowerSchool parent account and select *Lunch and Fee Payments*. If you are paying by check, please make it payable to "Olentangy Local Schools." We appreciate your prompt attention to school fees.

At the discretion of the building principal, and upon approval from the treasurer's office, students dropping a class, leaving the district early or enrolling late may have their fees adjusted in cases where the district does not incur additional costs or another funding source is identified. As an alternative to a refund, the fee

may be transferred to the student's food service account or pay to participate fees upon the building secretary receiving permission from the parent to do so.

Students with carryover delinquent fees of any kind from the previous school year are precluded from participation in fall extracurricular activities. Delinquencies in the current school year will preclude the student from participating in winter and spring extracurricular activities. Eligibility will be restored once all fees have been paid, or a payment plan has been established and the first payment has been received.

FEE COLLECTIONS AND FEE WAIVERS

If you are financially unable to pay your fees, you may obtain a fee waiver application in the school office. Eligibility for the fee waiver is determined by the number of adult wage earners in the family and their combined income. This information, along with adult family members' social security numbers, must be given in writing to the school office in order to be considered for fee waiver.

The Olentangy Local School District outsources the collection of Non-Sufficient Fund (NSF) checks to the Nexcheck service. The district is happy to accept checks as payment but every check must include your name, address and phone number. Please keep in mind that when a check is provided as payment, it is an authorization by the check writer to either make a one-time electronic transfer from the account or to process the payment as a check transaction. In doing so, the check writer also authorizes Nexcheck to collect a $34.50 fee through an electronic fund transfer from the check writer's account if the payment is returned unpaid.

If you receive a notice from your bank about a non-sufficient funds check, contact Nexcheck at (800) 639-2435.

Students with carryover delinquent fees of any kind from the previous school year are precluded from participation in fall extracurricular activities. Delinquencies in the current school year will preclude the student from participating in winter and spring extracurricular activities. Eligibility will be restored once all fees have been paid, or a payment plan has been established and the first payment has been received.

FOOD SERVICE

Olentangy schools participate in the National School Lunch Program, providing nutritious, well-balanced lunches meeting the Federal and state guidelines including but not limited to the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards. The lunch program provides meals at free or reduced prices for qualified students. Applications are available on the district website or at any school office. You may apply at any time during the school year. For additional information, please refer to Policy and Administrative Guidelines 8500-Food Service & 8531-Free and Reduced-Price Meals.

Olentangy also participates in the School Breakfast Program at ~~select~~ most elementary schools and all middle schools and high schools. Please check with your school to determine if breakfast is offered. The free and reduced price program also applies to breakfast.

Information regarding the breakfast and lunch program, including menus and prices, is available on the district website. Information can be found by selecting "Food Service" under the "Department" heading.

Students may pay with cash, check or they may utilize the debit card system which allows parents to put money on the student's account in advance to pay for their child's ~~lunch~~meals. Deposits may be made online through the district website by selecting "Lunch & Fee Payment" under the "For Parents" heading~~,~~. Please refer to Administrative Guideline 8500D, Meal Charge Procedures, for current charging procedures.~~or checks may be sent to school with the student.~~

If your child has a medically documented food allergy/disability, Olentangy Food Service will work with you to make the necessary accommodations. Please contact the cafeteria manager at your school or the Food Service Department at 740-657-4053.

FUNDRAISING ACTIVITIES

Student fundraising by approved school organizations, (those whose funds are managed by the treasurer) may be permitted in school as approved by the principal according to Policy 5830-Student Fundraising.~~.~~ Any fund-raiser that involves the sale of food items and/or beverages to students that will be consumed on the school campus during the school day to thirty (30) minutes after the end of the day must comply with the current USDA Dietary Guidelines set forth in Policy 8550, Competitive Foods. Fundraisers also include giving away goods or services, but suggesting a monetary donation. Student fundraising by approved school organizations off school grounds may be permitted under administrative guidelines of the superintendent.

INTRADISTRICT TRANSFERS

The Board of Education will permit any student (grades K - 12) to apply for attendance at their school of choice based upon criteria established by the school administration (Policy 5113.01-Intra-District Open Enrollment).

The specific criteria shall be consistent with state law and shall include:

- application procedures, including deadlines for application and for notification of acceptance or rejection of students;
- establishing district capacity limits by grade level, school building, staffing levels and educational program;
- student safety in one building as opposed to another can be a basis for transfer;
- the process must ensure that proper racial balance is maintained;
- notification that parents must provide transportation for their students;
- students entering Grades 9 - 12 will forfeit athletic eligibility for one year.

Complete information about intradistrict transfers is available by contacting the district offices at 740/657-4050 or by visiting the Olentangy Local Schools website: http://www.olentangy.k12.oh.us.

DRAFT

LOCKER ASSIGNMENTS

Subject to availability, a locker-may be assigned to each student at the beginning of the school year. Each student is responsible for cleaning and maintaining his or her locker. All lockers remain the property of the school and are subject to search at any time. Student must pay for lost or damaged locks, if applicable. The only locks that may be used are school locks, except in a short-term emergency situation approved by the homeroom teacher or principal. In order to protect personal belongings, each locker must be kept locked and the combination numbers used only by the assigned student. Students are advised not to share lockers or combination numbers. Students must provide their own combination lock for gym lockers that are not equipped with built-in locks. Students violating the locker policy are subject to the Code of Conduct.

LOST AND FOUND

Found items are kept in a lost and found location. Found items that are identified with the child's name will be returned. With this in mind, please remember to label your child's clothing. Parents or students are encouraged to check the Lost and Found for missing items. Items not claimed will be given to a charitable organization.

PARTIES

No parties are to be held during the school day unless permission is granted by the principal.

POSTERS / COMMUNITY ANNOUNCEMENTS

The principal will approve only those posters/announcements publicizing school events. A community bulletin board may be used by the community groups, businesses, etc., upon obtaining the approval of the principal. All announcements must have an adviser's signature and be approved ahead of time. Flyers from non-profit organizations, district boosters, PTOs are reviewed for posting to the district's website and if approved may be accessed on the district's One-Stop Flyer Shop webpage.

PROCEDURES TO RESOLVE PARENT/TEACHER DISAGREEMENTS

Whenever a complaint is made directly to the board as a whole, a board member as an individual, the superintendent, principal or other administrator, it will be referred to the appropriate building administrator. A teacher who is the object of a complaint will be informed promptly.

A. Step No. 1 - Direct Conversation.
   If a parent or community member (complainant) has a disagreement or misunderstanding with a teacher, the complainant should address the concern to the specific teacher directly involved with the circumstances surrounding the concern. The staff member will meet with them as soon as possible, but in no case longer than five calendar days after the teacher has been notified of the concern (subject to change by mutual agreement).

B. Step No. 2 - Fact and Possible Resolution.
   If the complainant or the teacher is not satisfied with the outcome of Step No. 1, or the complainant or teacher is unwilling to meet independent of an administrator, a meeting with the teacher,

appropriate administrator, and complainant will be arranged at a mutually convenient time, but in no case more than five calendar days after the meeting in Step No. 1. This step is to be informal and verbal. No further action will be taken beyond Step No. 2, unless the complainant submits in writing a signed and dated statement of facts giving rise to this concern, the name of the teacher involved, and the remedy sought.

C. Step No. 3 - Formal Process.
If a complainant's concern is not satisfactorily resolved at either the first or second level, the complainant should then refer this concern to the superintendent in writing. At that time another meeting will be arranged at the convenience of the complainant and staff member directly concerned, but in no case more than 10 calendar days (subject to change by mutual agreement). The staff member has the right to be at all meetings with or without a representative as he/she so determines. Copies of the disposition will be sent to the board.

D. Dispositions.
Dispositions at Step 3 will be sent in writing to all parties within 10 calendar days of the meeting with reasons stated.

E. Repeat Concerns.
If a complainant believes there has been a repeat of the previous concern, they may go directly to Step No. 3 - "Formal Process."

F. Relation to Other Procedures.
This Article does not limit or affect the actions or procedures available to the administration and/or board based on an investigation of alleged misconduct and an administrative or board conclusion based on that investigation that action adverse to the teacher is warranted. Any such action against the teacher is subject to applicable laws and other articles of this Agreement.

RELEASE OF STUDENT PHOTOS AND WORK ONLINE

The Olentangy Local School District believes it is important to share accurate and timely information about the district with stakeholders. In addition, many online tools provide educational opportunities for student learning. As such, from time to time the district may share student information with the public in a web-based environment such as, but not limited to, the district's website, YouTube, Twitter or Facebook.

The district's Web Guidelines allow for the following student information to be used online at the middle and high school levels:

- Student's first name and last initial only;
- Student photographs; and,
- Student work (such as, but not limited to, artwork, podcasts, blogs, writing samples, videos, etc.).

If you do not want your student's information used in web-based environment, simply submit a written request to the Communications Department. Requests should be directed to Olentangy Local School District, Attn: Communications Department, 7840 Graphics Way, Lewis Center, Ohio 43035, (740) 657-4050.

RELEASE OF STUDENT PHOTOS, MEDIA INTERVIEWS

During the year, the Olentangy Local Schools often have the opportunity to film and photograph students in a variety of school-related activities. Student recognition programs, academic and fine arts programs are a few examples of these activities.

As such, these videos and photographs may be used in communication tools such as the district newsletter, district website and community ~~postcard~~ publications and in communications with the media such as allowing interviews or photographs with students. The district reserves the right to deny media requests for student interviews at any time.

Highlighting achievements in our schools is an integral part of reporting responsibly to our community and is a way of sharing in the success of our schools and students. However, it is our primary goal to respect your privacy.

Parents have the right to submit a written request to the Communications Department directing the district not to release directory information, including the information as listed above. The written request or any questions should be directed to the Communications Department, Olentangy Local School District, 7840 Graphics Way, Lewis Center, Ohio 43035, (740) 657-4050.

RELEASE OF STUDENT RECORDS

The Family Educational Rights and Privacy Act (FERPA) affords parents and students 18 years or older certain rights with respect to the student's education records. These rights, which are fully explained in Olentangy Board of Education Policy and ~~Regulations~~ Guideline 8330-Student Records include:

- The right to inspect and review the student's education records.
- The right to request the amendment of the student's education records that are believed to be inaccurate and the right to a hearing if the request is not honored.
- The right to file a complaint with the U.S. Department of Education regarding an alleged violation of FERPA.
- The right to consent to the disclosure of personally identifiable information within the student's records, unless disclosure is otherwise authorized by law or unless disclosure is made to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school

official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

- The following is designated as "**directory information**," which may be disclosed without prior written consent: a student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, height and weight, if a member of an athletic team, dates of attendance, date of graduation, and awards received.

Parents have the right to submit a written request to the Communications Department, preferably within two weeks after the first day the student is enrolled in a school year, directing the district not to release directory information concerning their child to third parties. Examples of third parties include PTOs, Booster organizations and the media. According to Ohio Revised Code, public schools are prohibited from releasing directory information to third parties who intend to use the information for profit-making ventures. The written request or any questions should be directed to the Communications Department, Olentangy Local School District, 7840 Graphics Way, Lewis Center, Ohio 43035, (740) 657-4050.

RIGHTS REGARDING SURVEYS

Under the Protection of Pupil Rights Amendment (PPRA), parents have the right to prohibit their child from participating in surveys.

Rights afforded parents include:

- to inspect for a time period of two weeks, upon request, a survey created by a third party before the survey is administered or distributed by a school to students;
- to know of arrangements to protect student privacy in a survey, including the right to opt out, if it includes questions regarding political affiliations, religious practices or other questions as outlined in PPRA;
- to receive reasonable notice at the beginning of each school year that their child may be involved in Board-approved third party surveys.

Parents/Guardians will be contacted by the school district in advance of any survey being distributed to their student (~~OLSD~~ Policy 2416- Student Privacy & Parental Access to Records and 8330- Student Records).

STAFF GIFTS

The Board of Education considers the presentation of gifts to professional staff members by students and their parents an undesirable practice because it tends to embarrass students with limited means and gives the appearance of currying favor. Such compensation includes, but is not limited to, cash checks, stocks, or any other form of securities, gifts and other such things of value (more than $25).

The superintendent may approve acts of generosity to individual staff members in unusual situations. However, at no time may a staff member accept compensation from any other source, other than the Board, for the performance of his/her duties, any other act or service in his/her public capacity, for the general performance of the duties of his/her public employment, or as a supplement to his/her public compensation…

UNAUTHORIZED USE OF THE BUILDING

Students are not to remain at school after dismissal unless they are part of a school activity supervised by a teacher, adviser or coach. Any student using the building without authorization and supervision will be referred to the local police authorities. No students will be permitted to use the building when school is not in session without authorization and supervision and will be subject to school disciplinary action. Students who remain after dismissal to use outdoor recreational facilities do so at their own risk. The school district assumes no responsibility for them. These students are not permitted to re-enter the building.

VALUABLE PERSONAL PROPERTY

The school will NOT accept responsibility for the loss, damage, or theft of personal property. ~~Personal~~ Valuable Personal property is to be left at home. Electronic items are to be turned off, kept out of sight, and not used during the school day unless authorized by building policy. The use of any personal property that is contrary to building policy may result in disciplinary action and confiscation of the item(s). At the building leadership's discretion, confiscated items may only be returned to a student's parent or guardian.

VISITORS

We welcome visitors to our school. You must enter through the front door and sign the visitor register. You are also required to wear visitor identification. To maintain the high quality of our educational program we ask that parents give the teacher advance notice and classroom visits be limited to approximately 30 minutes. Visitors are subject to our school visitor's policy 9150.

If there is a valid reason that a visitor must come to school with one of our students, this will be considered by the principal or assistant principal. The student must submit a *Request for Student Visit* form three school days prior to the visit and must be responsible for the behavior of the visitor while at school. The visitor is to sign-in at the school office.

VOLUNTEERS

Certain programs and activities can be enhanced through the use of volunteers who have particular knowledge or skills that will be helpful to staff members responsible for the conduct of those programs and activities. Each volunteer is required to abide by all board policies and district guidelines while on duty as a volunteer (including, but not limited to, the volunteer's obligation to keep confidential and not release or permit access to any and all student personally identifiable information to which s/he is exposed except as authorized by law). Furthermore, all volunteers who work or apply to work unsupervised with children on a regular basis will need to display appropriate behavior at all times, and they may be required to provide a criminal records check prior to their service. For additional information, please refer to ~~OLSD policy~~ 3120.09 - Volunteers or contact your building secretary.

DRAFT

CO/EXTRA CURRICULAR ACTIVITIES

EXTRA-CURRICULAR ACTIVITIES

Extra-curricular activities are available to middle school or community students who meet eligibility requirements. Students should be attentive to announcements of meetings for these activities. Students may be removed from these activities for violations of the Code of Conduct. Participation in these activities is a privilege and not a right, and students may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights in accordance with Board Policy 5610.05-Prohibition From Extra-Curricular Activities.

ATHLETIC ELIGIBILITY

According to the Ohio High School Athletic Association (OHSAA), for a student to be eligible, he/she must be passing subjects the preceding nine-week grading period that earn a minimum of five credits or its equivalent toward graduation. All grades must, when combined, result in a GPA of at least 1.5, based on a 4.0 scale. Furthermore, they must be enrolled in 5 classes, not including physical education/activity courses, during the 9 weeks in which they are a participant. An athlete will be eligible or ineligible for the next grading period beginning with the fifth school day after the end of each grading period. Eligibility or ineligibility would remain until the fifth school day after the end of the next grading period. All incoming freshmen need to have passed at least five classes and attained at least a 1.5 GPA during the previous grading period.

***Important note: See the Athletic Handbook or OHSAA for details about athletic rules and regulations.*

PAY TO PARTICIPATE

Olentangy Local Schools has adopted a policy that requires an $80 fee per sport for participation in interscholastic athletics. Please refer to the Athletic Handbook or on the district's website for the fee structure. There is also a $25 fee for participation in co-curricular or extracurricular activities. The student fees are to defray only a part of the expenses of our activity programs. Fees for activity participation are to be assessed for one full year.

Payments should be made in full by credit card online or by cash, check, or money order to the school office. To view your fee account and make payments online, please go to your PowerSchool parent account and select *Lunch and Fee Payments*. If you are paying by check, please make it payable to "Olentangy Local Schools." We appreciate your prompt attention to school fees.

For athletics, all fees are non-refundable after the first game and paying the fee does not guarantee an athlete's playing time. The payment deadline is before the first scrimmage or game. The athlete may not be allowed to participate until the fee or any previously owned pay-to-participate fees are paid.

If you receive a notice from your bank about a non-sufficient funds check, contact Nexcheck at (800) 639-2435.

Students with carryover delinquent fees of any kind from the previous school year are precluded from participation in fall extracurricular activities. Delinquencies in the current school year will preclude the

DRAFT

student from participating in winter and spring extracurricular activities. Eligibility will be restored once all fees have been paid, or a payment plan has been established and the first payment has been received.

SCHOOL CLUBS AND ORGANIZATIONS

The clubs at Olentangy appeal to a variety of interests and are available to middle school or community students. It is hoped that each student can find an outlet for expression in one or more of these organizations. Students can request information regarding specific clubs and organizations by visiting the main office.

OLENTANGY LOCAL MIDDLE SCHOOLS

Berkshire Middle School 2869 South 3 B's & K Road Galena, OH 43021 740-657-5200	**Hyatts Middle School** 6885 Sawmill Parkway Powell, OH43065 740-657-5400	**Liberty Middle School** 7940 Liberty Road Powell, OH 43065 740-657-4400
Orange Middle School 2680 East Orange Road Lewis Center, OH 43035 740-657-5300	**Shanahan Middle School** 814 Shanahan Road Lewis Center, OH 43035 740-657-4300	

OLENTANGY LOCAL SCHOOLS

Olentangy High School
675 Lewis Center Road
Lewis Center, OH 43035
740-657-4100

Berlin High School
3140 Berlin Station Road,
Delaware, OH 43015
740-657-5900

Liberty High School
3584 Home Road
Powell, OH 43065
740-657-4200

Orange High School
2840 East Orange Road
Lewis Center, OH 43035
740-657-4100

PROGRAMS

ACT

STEM

Olentangy Academy
774 Graphics Way
Lewis Center, OH 43035
740-657-5800

OASIS
814 Shanahan Road
Lewis Center, OH 43035
740-657-4331

2018-2019 HIGH SCHOOL STUDENT HANDBOOK EXHIBIT

Last adoption date: May 18, 2017

TABLE OF CONTENTS

TABLE OF CONTENTS ii

5

INTRODUCTION 6

LETTER FROM THE PRINCIPAL 6
FOREWARD 6
MISSION STATEMENT 6
VISION STATEMENT 7
DISTRICT INFORMATION SOURCES 7
EQUAL EDUCATION OPPORTUNITY / PROHIBITION AGAINST DISCRIMINATION 7
FEDERAL/STATE/LOCAL COMPLIANCE 8
ONLINE ACCESS TO STUDENT INFORMATION 8
SCHOOL CLOSINGS AND DELAYS 8

ATTENDANCE 9

GENERAL ATTENDANCE INFORMATION 9
ABSENCES, TARDINESS, AND TRUENCY 9
EXCUSED ABSENCES 10
UNEXCUSED ABSENCES 11
ILLNESS WHILE AT SCHOOL 12
EARLY DISMISSAL OF STUDENTS 12
EXTRA-CURRICULAR/CO-CURRICULAR DAY PARTICIPATION 12
ATTENDANCE CONSEQUENCES 12
REVIEW PANEL 12
INCENTIVE PROGRAMS 13
COLLEGE VISITATION PROCEDURES 13
SPECIAL ABSENCES: ALTERNATE LEARNING EXPERIENCE (ALE) AND STUDENT VACATIONS DURING THE SCHOOL YEAR 13
WITHDRAWAL FROM SCHOOL 14

CODE OF CONDUCT 14

CODE OF CONDUCT RULES 16
DISCIPLINE OPTIONS 19
ALCOHOL, TOBACCO, AND DRUG PREVENTION GUIDELINES 23
BUS RULES 29
BUS PASSES 31
CAFETERIA RULES 31
CONFIDENTIALITY IN REGARDS TO SEXUAL HARASSMENT AND SEXUAL VIOLENCE 32
COURT REFERRAL 32
DANCES 32
DRESS CODE 33
DRIVING REGULATIONS 34
DUE PROCESS AND RIGHT OF APPEAL 35
HALL PASSES 36
HAZING, HARASSMENT, INTIMIDATION, BULLYING, AND SEXUAL HARASSMENT 36
QUESTIONING OF STUDENTS 39
SCHOOL'S RIGHT TO SEARCH 40
SECURITY RECORDINGS 40

WEAPONS AND/OR DANGEROUS ORDNANCE 40

CURRICULUM, INSTRUCTION, AND ASSESSMENT 41

ALTERNATE EDUCATION PROGRAMS 41
CLASS SCHEDULES 42
COUNSELOR SERVICES 42
COLLEGE CREDIT PLUS (CCP) 43
CREDIT FLEXIBILITY 44
EQUITY AND INCLUSION PROGRAM 45
FIELD TRIPS 45
HIGH SCHOOLS GIFTED SERVICES 45
HOMEWORK 45
LIBRARY/MEDIA CENTER 46
PE WAIVER 47
RELEASED TIME FOR RELIGIOUS INSTRUCTION 47
RESPONSE TO INTERVENTION / MULTI-TIERED SYSTEM OF SUPPORT (RTI/MTSS) 47
TECHNOLOGY USAGE POLICY 48
WORK PERMITS 51

GRADING 51

CLASS RANK 51
GRADE CLASSIFICATION 51
GRADING INFORMATION 52
GRADING SCALES 52
HIGH SCHOOL CREDIT BELOW THE NINTH GRADE 53
NATIONAL HONOR SOCIETY 53
REPORT CARDS 53

GRADUATION 54

DIPLOMA DEFERRAL 54
EARLY GRADUATION 54
GRADUATION REQUIREMENTS 54
GRADUATE ACADEMIC RECOGNITION 55
POLICY ON ACADEMIC ACCELERATION, EARLY ENTRANCE TO KINDERGARTEN, AND EARLY HIGH SCHOOL GRADUATION 55
TRANSCRIPTS 56

HEALTH AND SAFETY 56

HEALTH REGULATIONS 56
ANIMALS IN SCHOOLS AND ELSEWHERE ON DISTRICT PROPERTY 57
CONCUSSIONS 58
CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES 58
DISTRICT SAFETY PLAN 58
HAND WASHING PROTOCOL 59
HEALTH SCREENINGS 59
HOMEBOUND INSTRUCTION 59
ILLNESS/INJURY 59
MEDICAL CONCERNS 59
NON-SMOKING/"VAPING" POLICY 59
SPEAK UP! STUDENT HELP! LINE 60

SUICIDE PREVENTION RESOURCES 60

GENERAL INFORMATION 60

COPYRIGHT INFRINGEMENT 60
FEES 60
FEE COLLECTIONS AND FEE WAIVERS 61
FOOD SERVICE 62
FUNDRAISING ACTIVITIES 62
INTRADISTRICT TRANSFERS 62
LOCKER ASSIGNMENTS 63
LOST AND FOUND 63
POSTERS / COMMUNITY ANNOUNCEMENTS 63
PROCEDURES TO RESOLVE PARENT/TEACHER DISAGREEMENTS 63
RELEASE OF STUDENT PHOTOS AND WORK ONLINE 64
RELEASE OF STUDENT PHOTOS, MEDIA INTERVIEWS 65
RELEASE OF STUDENT RECORDS 65
RIGHTS REGARDING SURVEYS 66
STAFF GIFTS 66
UNAUTHORIZED USE OF THE BUILDING 66
VALUABLE PERSONAL PROPERTY 67
VISITORS 67
VOLUNTEERS 67

CO/EXTRA CURRICULAR ACTIVITIES 67

EXTRA-CURRICULAR ACTIVITIES 67
ATHLETIC ELIGIBILITY 68
PAY TO PARTICIPATE 68
SCHOOL CLUBS AND ORGANIZATIONS 68

BOARD OF EDUCATION

- Mindy Patrick — President
- Kevin O'Brian — Vice President
- Roger Bartz — Board Member
- Julie Wagner Feasel — Board Member
- Dave King — Board Member

OLENTANGY LOCAL SCHOOLS

Administrative Offices

7840 Graphics Way

Lewis Center, OH 43035

740-657-4050

http://www.olentangy.k12.oh.us

DRAFT

INTRODUCTION

LETTER FROM THE PRINCIPAL

Dear Student,

On behalf of the entire staff, we take great pride in welcoming you to Olentangy ~~Orange~~ Berlin High School — Home of the ~~Pioneers~~Bears, Olentangy High School — Home of the Braves, ~~and~~ Olentangy Liberty High School — Home of the Patriots and Olentangy Orange High School — Home of the Pioneers. We are looking forward to working with each and every one of you as we embrace the new school year, continue to build on a tradition of academic excellence and provide a positive learning experience.

We encourage all of you to get involved and to contribute as we continue to create a culture of EXCELLENCE. Many doors will open for you creating endless opportunities during your high school years. Take the initiative, make an impact, stay active, and continue to challenge yourself as a learner. Take advantage of your high school years because the mark you make now will create memories that will last a lifetime. This is your school — take pride in yourself, your class, and your community

It is a pleasure to have you as a member of the Olentangy family. Best wishes for a successful school year. Go ~~Pioneers~~OBHS Bears! Go OHS Braves! Go OLHS Patriots! Go OOHS Pioneers!

Sincerely,

Olentangy High School Principals

FOREWARD

The Olentangy Local School District (OLSD) Student Handbook was developed to answer many of the commonly asked questions that you and your parents may have during the school year and to provide specific information about certain board policies and procedures. Please take time to become familiar with the important information contained in this handbook and keep the handbook available for reference. Please note that the majority of information in our handbooks is standardized and applies to all students K-12. If you have any questions that are not addressed in this handbook, you are encouraged to talk to your teachers or the building principal. This handbook replaces all prior handbooks and other written material on the same subjects. If any of the policies or administrative guidelines referenced herein are revised, the language in the most current policy or administrative guideline prevails. Copies of current board policies and administrative guidelines are available~~from the building principal and,~~ on the district's website CLICK HERE.

MISSION STATEMENT

OUR MISSION IS TO FACILITATE MAXIMUM LEARNING FOR EVERY STUDENT

DRAFT

VISION STATEMENT

TO BE THE RECOGNIZED LEADER FOR HIGH PERFORMANCE AND EFFICIENCY IN EDUCATION

The vision of the District illustrates the Board of Education's commitment to achieve a level of excellence, while continuously adapting to meet the challenges of the future.

DISTRICT INFORMATION SOURCES

Olentangy offers a variety of ways to keep up with important news and information on our school district:

- **Website**: The district's site offers a wealth of information about Olentangy, including building information, district policies, school closings and delays, kindergarten registration, Board of Education meeting minutes, Top News, the district Continuous Improvement Plan and curriculum maps. Make sure you regularly visit the district's website, please **CLICK HERE** or go to http://www.olentangy.k12.oh.us.
- **Email Notification System**: Receive news, announcements and updates from Olentangy straight to your email inbox and / or smartphone. Parents / guardians of Olentangy students are automatically registered for email notifications based on their PowerSchool account information. To learn more, visit http://www.olentangy.k12.oh.us/domain/55.
- **Calling System**: Parent / guardian calling, email and text message contact information is based on their PowerSchool account. For instructions on how to update your PowerSchool account information visit: http://www.olentangy.k12.oh.us/Page/1858.
- **Social Media**: Follow the district on Facebook at http://www.facebook.com/olentangylocalschools, and on Twitter at @Olentangy.
- **Mobile App:** The district's mobile app allows you to receive customizable school news, school building and district calendars, push notifications, texts messages, phone calls and more – all sent directly to your smartphone and mobile devices. The "Olentangy Local SD" app is available for download for iPhone and Android users in the app store (iTunes, Google Play) on their mobile device.

EQUAL EDUCATION OPPORTUNITY / PROHIBITION AGAINST DISCRIMINATION

This District provides an equal educational opportunity for all students. ~~The~~ Olentangy Local Schools ~~District~~ is committed to having an environment free from all discrimination, including harassment, intimidation, or bullying on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, ancestry, or genetic information. The district prohibits harassment, intimidation, or bullying in the school environment, including all academic, extracurricular and school-sponsored activities. A student who violates this prohibition will be subject to the potential penalties set forth in the CODE OF CONDUCT DISCIPLINE section of this handbook.

A staff member, any student or student's parent or legal custodian who believes that a student has been subjected to harassment, intimidation, or bullying on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, ancestry, or genetic information may seek resolution of his/her complaint through the district's complaint procedures.

The District employee responsible for receiving and/or investigating reports of harassment on the basis of race, color or national origin, including the investigatory report, who is referred to in this policy as the Anti-Harassment Complaint Coordinator is:

Randy Wright
Chief of Administrative Services
Randy_Wright@olsd.us
740-657-4012

For more information about the district's prohibition against discrimination and complaint procedures, please see Board Policies 5517, 5517.01, 5517.02, and 5517.03.

FEDERAL/STATE/LOCAL COMPLIANCE

The Olentangy Local School District complies with federal laws that prohibit discrimination in programs and activities receiving federal assistance. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color or national origin. The American's with Disabilities Act (A.D.A.) and Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of handicap. Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex. The Age Discrimination Act of 1975 prohibits discrimination on the basis of age. Olentangy Local Schools also complies with the Family Education Rights and Privacy Act of 1994 and grants parents/guardians the right to examine children's official school records. Inquiries regarding unlawful discrimination may be directed to the principal of the building or the district compliance officer.

ONLINE ACCESS TO STUDENT INFORMATION

Students and parents are able to access information via a web-based system:

- Students use their **myOLSD** account to access curriculum resources, report cards, ~~lunch account balance, transportation information~~ and additional individual student information. Students can access **myOLSD** from the Student Resources page of the district website.
- Parents can access ~~this information~~ student lunch account and transportation information via their **PowerSchool** account. In addition, parents can access student courses, class materials, online assignments and course calendar information via their **Schoology** account. Parents can access **Schoology** and **PowerSchool** on the Parents Resources page of the district website.

The district website can be found at http://www.olentangy.k12.oh.us. If you forget your password, please contact your building secretary.

SCHOOL CLOSINGS AND DELAYS

In the event of inclement weather, school delays and closings will be posted online at http://www.olentangy.k12.oh.us. Delay and closing information will also be reported using an automated phone system, the email notification system, the local television stations (Channels 4, 6, 10 and 28) and the radio stations (FM Channels 92.3, 94.3, 94.7, 97.9, 99.7, 103.9, 103.5/104.3, 104.9, 105.7 and 107.9 and AM Channels 610, 920, 1490 and 1550) and the district's mobile app. There may be times when it is necessary to dismiss school during the day because of an emergency. In such instances, parents will be contacted using the district's automated phone system. Parents are urged to make arrangements with a neighbor or friend so that their child will have a place to go in case of an emergency if a parent/adult is not home.

DRAFT

ATTENDANCE

GENERAL ATTENDANCE INFORMATION

The high school is in session from 7:20 a.m. until 2:35 p.m. Students arriving before 7:10 a.m. are to wait in either the commons or main lobby areas. No student should be in any other area of the building without permission prior to 7:10 a.m. Students not involved in extra-curricular activities or not supervised by a school staff member must leave the building by 3 p.m.

If a student is absent from school, a parent or guardian must notify the attendance office to inform the school of their student's absence. Without this notification, Ohio law requires that the school contact parents by phone or letter to inform them of the student's absence.

ABSENCES, TARDINESS, AND TRUENCY

Students shall arrive at school and be in the classroom for each of their assigned classes at the properly scheduled time. ~~Habitual tardiness, according to Ohio law, is truancy and will be treated as such.~~ A student will be considered habitually truant if the student is absent without a legitimate excuse

a) for thirty (30) or more consecutive hours,
b) for forty-two (42) or more hours in one (1) school month, or
c) for seventy-two (72) or more hours in one (1) school year.

When a student is habitually truant, the district will convene an Absence Intervention Team, to which the student's parent/guardian will be invited. The team will develop an Absence Intervention Plan to improve the student's attendance. If the student fails to make progress on the plan the district will report the student to juvenile court (ORC 3321.19).

To prevent students from becoming habitually truant, the school will notify a student's parent/guardian whenever a student is absent with or without a legitimate excuse

a) for thirty-eight (38) or more hours in one (1) school month or
b) sixty-five (65) or more hours in one (1) school year.

The following definitions are used to determine how student absence from school is recorded. See Board Policy 5200 for additional rules regarding student absence.

- Tardy- Students who arrive within 90 minutes of the school starting time will be considered tardy.
- Half-Day Absence- Students who are in school for more than 90 minutes but less than 3 hours and 20 minutes will be considered a half-day (1/2 day) absent.
- Full-Day Absence- Students who are in school for less than 3 hours and 20 minutes will be considered a full-day absent.
- Early Departure- Students who leave within 90 minutes of the end of the day will be considered a PM tardy.

DRAFT

After school begins, students are required to report to the attendance office immediately upon arrival to obtain an *Admit Slip*.

- Each student will be permitted one tardy per quarter.
- On the second, third and fourth unexcused tardies in a quarter, a detention may be issued.
- On the fifth, sixth and seventh unexcused tardies in a quarter, a Wednesday or Saturday School may be issued and a parent conference may be requested.
- On the eighth and subsequent unexcused tardies in a quarter, an In-School Detention or similar consequence may be assigned, and a parent conference may be requested.

~~ABSENCE GUIDELINES~~

- ~~Tardy – Arriving up to two periods late to school.~~
- ~~Half-day Absence – Attendance for more than two academic periods, but less than four full academic periods.~~
- ~~Full-day absence – Attendance for less than four full academic periods.~~
- ~~Extra-curricular participation – In order for a student to participate in any extracurricular activity, the student must be in school for at least four full periods, not including lunch period.~~
- ~~Doctor Appointments/Court Appearances – Under normal circumstances, no more than one-half day will be excused for medical appointments or court appearances. Medical appointments should be scheduled outside the school day when possible.~~

Special note regarding students 18 years of age and older: If, during the school year, the student accumulates 21 or more unexcused absences, the school may proceed with a recommendation to withdraw the student from school for non-attendance.

EXCUSED ABSENCES

The following are typical conditions that may excuse a student from school attendance:

1. Personal illness or injury (a medical verification note may be required by the school principal);
2. Family illness - an emergency situation requiring the student to be absent from school;
3. Quarantine of the home by local health officials;
4. Death of a relative (limited to three days unless reasonable cause can be shown for a longer absence);
5. Observance of a religious holiday consistent with student's established creed or belief;
6. Good cause approved by the superintendent;
7. Emergency circumstances approved by the principal.

Students returning to school after an absence may bring a written note from their parents or guardian stating:

1. the dates of absences,
2. the reason for the absences,
3. the parent or guardian signature; and,
4. the parent or guardian phone number.

DRAFT

The student should report to the attendance office the day he/she returns to school. All students must obtain an *Admit Slip* the day of return. Absences documented with medical verification notes for each date absent will be excused.

UNEXCUSED ABSENCES

Any student absences that cannot be confirmed with a medical note or parent contact upon or prior to the student's return to school may be subject to the following consequences:

1. On the first offense a student may be issued a detention.
2. On the second offense a student may be issued a Wednesday or Saturday School.
3. On the third offense a student may be issued In-School Detention.
4. On the fourth or subsequent offenses a student may be issued Out of School Suspension.

Any of the above consequences may be waived upon the submission of a written excuse for the absence(s) in question.

Students may be permitted to complete/submit work missed due to an unexcused absence for full credit. Students leaving school because of illness or other excused reason still require parent confirmation. After repeated absences, a doctor's note may be required to excuse future absences. Parent and or doctor's notes may be accepted by fax or e-mail in the attendance office. Admit slips for absences should be obtained before the start of the school day. Failure to follow Attendance Guidelines may result in school discipline. It is the responsibility of the school to report all attendance concerns to the Juvenile Court. A court officer will follow procedures to ensure the regular attendance of all students.

~~FIVE CLASS PERIOD RULE~~

~~This policy designated five class periods as the maximum number of absences to be permitted in any one course during a nine-week grading period. If this number is exceeded, the student may receive a grade of "F" in that class for the nine-week grading period, or be subject to other consequences as outlined in the code of conduct.~~

~~Exceptions to the Five Class Period Rule (these absences do not count against the total):~~

- ~~Absence verified by medical documentation for each date absent~~
- ~~Observance of a religious holiday consistent with student's established creed or belief~~
- ~~Death in the immediate family, limited to three days unless extenuating circumstances exist and absence is approved by the principal~~
- ~~School-related absence – participation in a school-related activity (such as a field trip)~~
- ~~Court appearance, with documentation~~
- ~~Emergency circumstances, with principal's approval~~
- ~~In-School Detention (ISD)~~
- ~~Suspension Alternative Program (SAP)~~

DRAFT

ILLNESS WHILE AT SCHOOL

If a student should become ill or injured during school, s/he must ask his/her teacher for a pass to the clinic. The school must obtain parental permission in order for a student to be released from school due to illness. Prior to leaving the clinic for home, students and/or parents must sign out in the attendance office.

If the student is sent home from school by the clinic staff for medical reasons, the absence for that school day will be counted as excused ~~and will not count against the Five Class Period rule~~. Parents are requested to report all communicable diseases to the clinic. Being ill in the restroom for any extended period of time will not be accepted as an excuse to miss class. If a student is too ill to report to the clinic, notify the school office as soon as possible.

EARLY DISMISSAL OF STUDENTS

Middle and high school students seeking an early dismissal should report to the attendance office before first period with a parent note stating the reason and time to be excused. The student will be given a pass that is to be shown to the classroom teacher before signing out. The reason for early dismissal must be explicit in order to be considered excused. In case of a medical appointment, the student should turn in a doctor's note upon their return to school in order for it to be excused. Students must never leave the school building without permission and/or without signing out in the attendance office with custodial parent(s) or guardian approval. Failure to follow this procedure may result in school discipline.

EXTRA-CURRICULAR/CO-CURRICULAR DAY PARTICIPATION

In order to participate in a school day extra-curricular/co-curricular activity, students must be in attendance four periods of the school day, not including lunch. A block scheduled class is equal to two regular class periods. Field trips, Alternate Learning Experiences, concurrent enrollment, medical/dental appointments and special family situations may be excused by an administrator.

ATTENDANCE CONSEQUENCES

The teacher should notify the main office in writing after the student has been absent from class three times in a nine-week grading period, but it is the student's responsibility to be aware of the number of days s/he has missed in each class. Upon the sixth absence, the teacher will notify the main office that a student has missed six class periods and may fail for the nine-week grading period, or be subject to other consequences as outlined in the code of conduct.

A student who has failed due to absences may serve one Saturday School to reduce one absence. Only one absence day per school year can be eliminated in this manner. The student must contact the principal or principal's designee within five school days after the end of the grading period to schedule a Saturday School. All other situations may be taken before the review panel.

REVIEW PANEL

Parents or students may request that a review panel examine their case if, in their opinion, there were extenuating circumstances that caused the student to exceed five absences in a class. A review panel will consist of a building administrator and four teachers chosen by the building administrator. The review will

not take place until a Saturday School make-up has been arranged. The request for review must be received within five days after the end of the grading period.

INCENTIVE PROGRAMS

Blue Card- Students who are not tardy or late to school during a grading period will be awarded a "Blue Card" which entitles them to one "free tardy" to school for any tardy in which the student arrives within the first twenty minutes after school begins. Blue Cards may not be used on scheduled two-hour late starts or weather-related delayed starts to the school day. The "Blue Card" is not transferrable to another student.

Gold/Platinum/Orange/Bear Card- Students who have perfect attendance during a grading period will be awarded a "Gold/Platinum/Orange/Bear Card" which entitles them to one "free absence." The following restrictions apply to the use of this card:

1. Students must have their parent's permission in writing;
2. All teachers must approve the absence on the acknowledgement form;
3. Students must inform the attendance office in advance of the planned absence;
4. The card is not transferrable to another student;
5. The cards may not be used during the last two weeks of a semester, or during district testing dates;
6. Cards must be used within the same school year, except for those earned during the last nine weeks (they must be used in the first quarter of the new school year).

COLLEGE VISITATION PROCEDURES

Submit a *College Visitation Request* form to the attendance office in advance. A college visitation day taken without a properly completed *College Visitation Request* form may count toward the Five Class Period absence rule. College visitation days are limited to three days total per year and are only for 11th and 12th graders.

SPECIAL ABSENCES: ALTERNATE LEARNING EXPERIENCE (ALE) AND STUDENT VACATIONS DURING THE SCHOOL YEAR

The Olentangy Board of Education recognizes that educational experiences are not limited to those taking place within the building. It is desirable to afford students the opportunity to take advantage of an unusual opportunity to learn, provided those experiences have obvious educational benefits. Students may be required to submit a report or journal of their experience. Students are also permitted to take vacation with their family during the school year. ALE and student vacation absence days count as absences and state laws about excessive absences still apply in these circumstances.~~toward the Five Class Period/Day Rule.~~

If approved, school absences due to an ALE or vacation will be considered excused and schoolwork missed during the experience may be made up. Teachers will not be required to give homework assignments prior to the absence. Upon receiving an ALE or vacation request, the building administrator will do one of the following:

1. approve the request,
2. give conditional approval to the request, or
3. deny the request.

Requests that would cause a student ~~to exceed the Five Period Class/Day Rule~~ significant academic risk may be conditionally approved by the building administrator pending the student satisfactorily ~~completing all academic course work~~ achieving relevant academic expectations. It should be noted that additional days absent~~, counting toward the Five Class Period/Day Rule, within the grading period of~~ beyond the ALE or vacation could ~~cause the student to fail the nine-week grading period or be otherwise impacted~~ negatively impact the student academically.~~(e.g. Third Grade Guarantee).~~ An ALE will not be approved for longer than 10 days. Absences that are not approved for an ALE or vacation may be marked as unexcused.

To be granted an ALE, the student will meet all the criteria listed below:

1. Submit a request on the designated form one week prior to the proposed absence, this form is available on the district website as well as in the main office;
2. Document a valid learning content to the alternate experience, if applicable; ~~and~~
3. Demonstrate satisfactory attendance history; and
~~3.~~4. The ALE request must not fall within district testing windows.

An ALE or vacation request will not be approved for applications submitted after the experience, if there are academic concerns, for experiences that fall within district testing windows. An ALE or vacation request may be denied at the discretion of the building principal. Multiple ALEs and vacation requests are discouraged from being submitted in the same academic year.

WITHDRAWAL FROM SCHOOL

When withdrawing from Olentangy Local Schools, a parent or guardian must be present, sign the Withdrawal Sheet, and the following must be met:

1. All fees are paid, including library fines, etc.;
2. Books are returned in satisfactory condition; and,
3. Assigned work is completed.

You must provide the address of the new school and your family's forwarding address. Your child's records will be sent within 14 days of our receiving a request for records from the new school.

The superintendent is required to report those students who drop out of school to the Bureau of Motor Vehicles. The Bureau of Motor Vehicles may revoke the driver's license of the student.

CODE OF CONDUCT

A major component of our educational program is to prepare students to become responsible citizens who conduct themselves properly and in accordance with established standards. Students are expected to behave in accordance with Federal, State and local laws and rules and Board policies and Administrative Guidelines, and in a way that respects the rights and safety of others (Policy 5500-Student Conduct).

The image a school portrays is often determined by the behavior of its students and the physical appearance of the building. We must all - students, teachers, administrators, support staff and community members - show pride by doing our share to make the school a better place in which to learn and work. One of the main goals of the Olentangy Local Schools is to develop self-discipline in all students and maintain an appropriate educational atmosphere.

The Board believes that students should learn to assume responsibility for their own behavior and the consequences of their actions. The Board has zero tolerance of violent, disruptive or inappropriate behavior by its students. (Policy 5600-Student Discipline) Staff will take corrective action to discipline a student when their behavior does not fall within these parameters.

Because the Board believes that students, staff members, and visitors are entitled to function in a safe school environment, students are required to report knowledge of dangerous weapons or threats of violence to the Principal. Failure to report such knowledge may subject the student to discipline. In addition, sexual harassment of a student may reasonably be considered child abuse that must be reported to the proper authorities.

Students may be subject to discipline for violation of the Student Code of Conduct / Student Discipline Code even if that conduct occurs on property not owned or controlled by the Board but where such conduct is connected to activities or incidents controlled by the Board. Conduct regardless of where it occurs, under the supervision of a district official/ employee or directed at a district official/employee or their property is subject to discipline.

A violation of any rule may result in discipline including, but not limited to:

- After-school, morning, or lunch detention
- Referral to school counselor
- Saturday or Wednesday School
- In-School Detention (ISD)
- Suspension Alternative Program (SAP)
- Out-of-School Suspension (OSS)
- Emergency removal
- Expulsion
- Court referral
- Permanent exclusion
- Compensatory payment of damages
- Loss of bus privileges
- Loss of credit for assigned work or tests
- Assigned work related to the offense
- Loss of other privileges

Participation in extra-curricular activities, including interscholastic sports, is a privilege and not a right. Students may be prohibited from all or part of their participation in such activities by authorized school personnel for offenses or violations of the Student Code of Conduct or Athletic Code of Conduct. Students prohibited from participation in all or part of any extra-curricular activity are not entitled to further notice, hearing and/or appeal rights (See Policies 2431-Interscholastic Athletics and 5610.05 -Prohibition from Extra-Curricular Activities).

IMPORTANT NOTICES:

- Discipline of Students with Disabilities- Students with disabilities are entitled to the rights and procedures afforded by the Individuals with Disabilities Education Improvement Act (I.D.E.I.A.), and, where applicable,

the Americans with Disabilities Act (A.D.A.), and/or Section 504 of the Rehabilitation Act of 1973 (Policy 5610).

- Notification of Criminal Activity- School staff may report suspected criminal misconduct by a student to law enforcement. Law enforcement officers will be permitted to carry out necessary law enforcement functions in the schools, including the removal of a student from school grounds in appropriate circumstances.

- Video Surveillance- The use of video surveillance equipment may be used in the investigation of violations of the Code of Conduct and may be used by school officials for educational purposes and safety; therefore these records will remain in possession of the school/district. Students may receive discipline as a result of what is recorded.

The following code of conduct rules apply to all activities in the district, including activities on school property, on a school bus, or while enroute to or from school, and those occurring off school property if the student is at any school-sponsored, school-approved, or school-related activity or function, such as field trips or athletic events, or off the school grounds if the situation is initiated at school. Students shall be given due process before a disciplinary action is taken.

CODE OF CONDUCT RULES

1. Disruption of School- Students shall not cause disruption or obstruction to the normal operation of this school or any other school or school district.
2. Harassment, Sexual Harassment/Violence, Bullying and/or Retaliation- Students or groups of students shall not harass, sexually harass, bully and/or retaliate against other students, school employees, persons that are guests of the school or persons conducting business for the school. This applies to but not limited to act or acts that create a hostile environment when it interferes with or limits a student's ability to participate in or benefit from the school's program. (Refer to Hazing, Harassment, Intimidation, Bullying, and Sexual Harassment/Violence section below)
3. Intimidation and / or Threats- Students shall not, through verbal, written, technological or any other means, make statements that state that physical or emotional harm may come to another person or to an institution. Bomb threats will result in a recommendation of expulsion from school.
4. Use of Obscene or Discriminatory Language / Materials / Actions / Gestures- Students shall not use obscene, vulgar, profane or discriminatory language, make inappropriate gestures / actions or possess vulgar materials. Note: Discriminatory language is defined as verbal or written comments, jokes, and slurs that are derogatory towards an individual or group based on one or more of the following characteristics: race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, ancestry, or genetic information.
5. Attendance- No student shall fail to comply with state attendance laws including, but not limited to, truancy or tardiness from a specific class or school. No student shall leave school property or an assigned educational location once he or she has come under the supervision of a school employee, prior to specified dismissal times, without official permission.

DRAFT

6. Forgery- Students shall not misrepresent a signature on any document.
7. Damage of Property- Students shall not cause or attempt to cause damage of school property, including buses and bus seats, or personal property. Students shall not touch or handle another person's property without their authorization. Students must pay for any damages they cause to school equipment, materials or facilities and may be subject to additional disciplinary action. Anything, such as fire, that endangers school property and its occupants will not be tolerated. Arson is a felony.
8. Assault- Students shall not act or threaten to act in such a way as to cause physical injury to other students, any school employee or other persons. Specific violations include but are not limited to:
    a. Fighting/Violence
    b. Serious bodily injury
    c. Threats or intentions of fighting, violence, or serious bodily injury (see #3 – Threats)
    d. Unauthorized touching, pushing, shoving, slapping, snapping and/or hands on or threats to put hands on.
9. Failure to Obey Instructions / Insubordination/Disrespect- No student shall fail to comply with any lawful instructions or requests of teachers, student-teachers, principals or other authorized personnel during any period of time when he or she is properly under the authority of such school personnel. No student shall fail to provide information, or supply false information, when it is requested.
10. Dangerous Weapons and Instruments- Students shall not possess, handle, transmit or conceal any dangerous weapon or instrument on school property, in a school vehicle or at any school-sponsored activity. Bringing a firearm (as defined in the Federal Gun-Free Schools Act of 1994) onto school property, competition, extracurricular event, or other school sponsored event, regardless of where it occurs, will result in a mandatory one (1) year expulsion under Ohio law. This expulsion may be reduced on a case-by-case basis by the superintendent.

    Firearms (including starter pistols), objects that are indistinguishable from and/or represented as firearms, explosives, incendiary devices and knives (any object with a blade and a handle) are considered dangerous weapons. Other instruments/devices may also be defined as dangerous weapons depending on their use or intended use. Should a student have knowledge of a weapon or dangerous instrument on school property, in a school vehicle or at a school-sponsored activity and not report it to a school employee, the student may be held to the same disciplinary measures as that of the perpetrator. (Refer to O.R.C. 2923.122.) Specific violations include but are not limited to:

    a. Use, possession, sale, distribution, or knowledge of a firearm
    b. Firearm is defined as any weapon (including a starter gun) that will or is designed to or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; or destructive device (as defined in the Federal Gun-Free Schools Act of 1994). Firearms include any unloaded firearm and any firearm that is inoperable but that can be readily operated.

DRAFT

c. Students are prohibited from knowingly possessing an object on school premises, in a school or a school building, at a school activity or on a school bus that is indistinguishable from a firearm, whether or not the object is capable of being fired, and indicating they are in possession of such an object and that it is a firearm or knowingly displaying or brandishing the object and indicating it is a firearm.

d. Use, possession, sale, distribution, or knowledge of any explosive, incendiary or poison gas

e. Use, possession, sale, distribution or knowledge of a dangerous weapon other than a firearm or explosive, incendiary or poison gas (including knives and any other object with a blade and a handle)

f. A weapon is any device that may be used for offensive or defensive purpose, including but not limited to conventional objects such as guns, pellet guns, knives, or club type implements. It may also include any toy that is presented as a real weapon or reacted to as a real weapon. Possession and/or use of a weapon may subject a student to expulsion and possible permanent exclusion.

g. A knife is defined as any cutting instrument consisting of a sharp blade fastened to a handle, a razor blade or any similar device that is used for, or is readily capable of causing death or serious bodily injury.

h. Any object that is used to threaten harm, or harass another may be considered a weapon. This includes but is not limited to padlocks, pens, pencils, laser pointers, and jewelry.

i. Use, possession, sale, distribution, or knowledge of objects that are indistinguishable from and/or represented as firearms, explosives, incendiary devices and knives.

11. Narcotics, Alcoholic Beverages and Drugs- Students shall not possess, use, transmit, conceal, make arrangements to sell or purchase, or use the aforementioned items immediately prior to or during school or a school function. Look-alike drugs and drug paraphernalia are included and will be dealt with accordingly. (See Alcohol, Tobacco and Drug Prevention Guidelines in the Code of Conduct section.) Specific violations include but are not limited to:

    a. Use, possession, sale, distribution, or knowledge of intoxicating alcoholic beverages

    b. Use, possession, sale, distribution, or knowledge of drugs other than tobacco or alcohol

12. Tobacco- Possession, consumption, distribution, purchase or attempt to purchase, and/or use of tobacco products or electronic cigarettes or similar devices in school, on school grounds, and at any interscholastic competition, extracurricular event, or other school-sponsored event is prohibited. Tobacco products include, but are not limited to cigarettes, clove cigarettes, cigars, pipe tobacco, chewing tobacco, snuff or any other matter or substance that contains tobacco. Paraphernalia used for the consumption of tobacco products is prohibited including e-cigarettes and vaping devices. Per Senate Bill 218, administrators may refer violators of the tobacco policy to the Delaware Juvenile Court.

13. Theft- Students shall respect the personal ownership rights of others. Students shall not take ownership of items of others. The principal may exercise the prerogative of reporting thefts to local authorities.

14. Academic Dishonesty- Students shall not give or receive unauthorized information regarding class work or class activities, misrepresent the results of researched or laboratory assignments, or give or receive unauthorized assistance on assignments. Use of electronic translators without permission is a violation of this rule. Repeated violations may result in failure of academic subjects.
15. Driving (applicable to High School only) - Students driving a vehicle on school property shall follow the rules and regulations established for this privilege. (Refer to the Code of Conduct – Driving Regulations section).
16. Dress Code- Refer to the Dress Code, in the Code of Conduct section.
17. Inappropriate Display of Affection- Students shall refrain from displays of affection. Students are not to hold hands, hug, kiss or demonstrate other similar acts of affection. In unusual circumstances involving sorrow or extreme joy, hugging is natural and acceptable.
18. Unauthorized or Unsupervised Areas- Students may not be in areas for which they have not been authorized or areas that are unsupervised.
19. Hazing (Initiations) - Initiations of any sort are prohibited. Initiations and/or hazing are those activities into which students are coerced in order to become part of a group or activity or to avoid harm.
20. Technology Misuse/Abuse- Computers/technology is provided for student use for teacher assigned work in courses or programs at the high school. Students may not use cell phones except in designated areas and at designated times. (Refer to the ~~Code of Conduct~~ Technology Usage Policy.)
21. Violation of Bus Rules Students must follow all bus rules as outlined in the Code of Conduct section – Bus Rules.
22. General Misconduct- Students shall refrain from throwing objects, or being abusive or excessively disruptive in their behavior. Respect the rights and feeling of others.
23. Gross Misconduct- Repeated violations of the Code of Conduct.
24. Other violations- Other conduct violations not covered in the above rules.

DISCIPLINE OPTIONS

- DETENTION

  Detention is generally served after school for duration of 30-45 minutes. At times, detention can be served in the morning if arrangements are made. Students are notified of the infraction and are to serve the detention on the "to be served" date listed on the detention slip. The parents will receive a copy of the detention slip, which will be sent home with the student. Transportation home after detention is the responsibility of the student/parent. All school rules apply while serving detention. Failure to serve assigned detention may result in further disciplinary action.

- LUNCHTIME DETENTION

  Occasionally it becomes necessary to discipline a student for violating the established school rules or Code of Conduct. In an effort to deter such actions and hold students accountable for their behavior, detention during lunchtime may be assigned. Students are to report to the assigned room for the entire lunch period with the detention slip signed by the parent or guardian. Cafeteria

privileges for that day are lost. Failure to return the signed detention slip or failure to serve the detention may result in the assignment of an After-School Detention.

- SATURDAY OR WEDNESDAY SCHOOL

  Students may be assigned to a Saturday or Wednesday School. Please refer to the Saturday or Wednesday School form for specific times and directions. Saturday and Wednesday School guidelines follow:

  1. Absence from an assigned Saturday or Wednesday School, without prior approval of an administrator, may result in a suspension.
  2. Students are to sign in upon arrival.
  3. Students are to bring schoolwork.
  4. Talking is not permitted.
  5. Appropriate breaks will be determined by the monitor.
  6. Parents will be notified of assigned Saturday or Wednesday School and students are also to inform parents.
  7. No sleeping will be permitted.

- IN-SCHOOL DETENTION (ISD)

  1. Students serving In-School Detention shall be permitted to make up and receive credit for assignments during In-School Detention.
  2. Students are to bring schoolwork.
  3. Parents will be notified of In-School Detention.
  4. ~~In-School Detention days will *not* apply toward the Five Class Period Rule.~~
  5.~~4.~~ Guidelines for ISD will be issued and discussed upon assignment of the student to this detention.

- SUSPENSION ALTERNATIVE PROGRAM (SAP)

  Suspension Alternative Programs may be assigned for students in lieu of Out-of-School Suspension.

  1. Students must successfully complete each full day, including community service work in area parks or other designated areas, and any other program components.
  2. Besides work (e.g., picking up litter in the parks) students will have a short break, lunch and a study session.
  3. Upon completing the program, students will have earned the right to make up work missed while serving SAP.
  4. The Delaware Area Career Center (DACC) North Campus bus will take students from their home school at about 7:10 a.m. and drop them off at the pick-up point at the DACC North Campus to be picked up by Juvenile Court personnel. At the completion of the day, students will be dropped off at the DACC North Campus and take the OLSD bus back to their home high school. The bus will arrive at the student's home school prior to the student's normal dismissal time.
  5. The program supervisor will transport the students to the work area.
  6. Students will receive credit for participation based on their work performance and overall behavior.

DRAFT

7. Students may be required to repeat any segment of the program if they only earn partial credit.
8. The supervisor will report the student's behavior to the school and to the probation counselor, if applicable.
9. Students must dress appropriately for the weather and wear hard shoes. Students should bring their own lunch, including a drink.
10. Students must follow all school and juvenile court policies.

~~Suspension Alternative Program days will not count toward the Five Class Period Rule as long as the evaluation from the SAP supervisor is satisfactory.~~

- OUT-OF-SCHOOL SUSPENSION (OSS)

The principal or the principal's designee may suspend a student from school for a period of up to ten (10) days for violation(s) of the Code of Conduct.

1. Parents will be notified of the suspension and may be asked to take the student home. The student may not attend school through the length of the suspension.
2. Students will be permitted to make up class work, quizzes, tests, papers, and/or major projects missed while serving Out of School Suspension for full credit.
3. Parents will be notified of the student's rights to appeal.
4. Suspensions may cross semester lines and may be carried from one school year to the next.

~~5. All Out-of-School Suspensions may apply to Five Class Period Rule.~~

~~6.~~5. Students may not attend any school functions, home or away, while serving OSS.

~~7.~~6. Students are not permitted on school grounds while serving OSS.

- EMERGENCY REMOVAL

If a student's presence poses a continuing danger to persons or property, or an ongoing threat of disrupting the academic process, then the superintendent, principal or assistant principal or personnel employed to directly supervise or coach a student activity, may remove the student from the school premises. If school personnel make an emergency removal, reasons will be submitted to the principal in writing as soon after the removal as practical. In all cases of normal disciplinary procedures where a student is removed from a curricular or extracurricular activity for less than 24 hours and is not subject to suspension or expulsion, the due process requirements do not apply.

If either suspension or expulsion is contemplated, then a due process hearing will be held within three school days after the removal is ordered. Written notice of the hearing and the reason for removal and any intended disciplinary action will be given to the student as soon as practical prior to the hearing. The student will have the opportunity to appear at an informal hearing before the principal, assistant principal, superintendent or designee and has the right to challenge the reasons for the intended suspension or otherwise explain his/her actions. The person who ordered or requested the removal will be present at the hearing. Within one school day of the decision to suspend, written notification will be given to the parent, guardian or custodian of the student and Treasurer of the Board of Education. This notice will include the reasons for the suspension and the right of the student or parent to appeal to the superintendent or his/her designee.

DRAFT

If the superintendent or principal reinstates a student prior to the hearing for emergency removal, the teacher may request and will be given written reasons for the reinstatement. The teacher cannot refuse to reinstate the student.

In an emergency removal, a student can be kept from class until the matter of his/her misconduct is disposed of either by reinstatement, suspension or expulsion.

- PERMANENT EXCLUSION

  In accordance with the law, the Board of Education may seek to permanently exclude a student, 16 years of age or older, who has been convicted of or adjudicated delinquent for the reason of the following offenses:

  1. Carrying a concealed weapon or conveying or possessing a deadly weapon or dangerous ordnance on property owned or controlled by a board of education or at an activity held under the auspices of this board;
  2. Possessing, selling, or offering to sell controlled substances on property owned or controlled by a board of education or at an activity under the auspices of this board; and/or
  3. Complicity to commit any of the above offenses, regardless of where the complicity occurred.

  In accordance with law, any student, 16 years of age or older, who has been convicted or adjudicated delinquent for committing the following offenses may be subject to permanent exclusion:

  1. Rape, gross sexual imposition or felonious sexual penetration;
  2. Murder, manslaughter, felonious or aggravated assault;
  3. Complicity to commit offenses described in paragraphs A and B, regardless of where the complicity occurs.

  The above statement of policy on permanent exclusion is to be posted in a central location in each school as well as made available to students, upon request. Please see Policy 5610-Removal, Suspension, Expulsion, and Permanent Exclusion for additional information.

- EXPULSION

  If all other attempts to modify student behavior are unsuccessful, or a serious violation of the Code of Conduct is committed, the student may be recommended for expulsion from school. If a student is expelled, the length of the expulsion may be up to 180 school days and may extend into the following semester or school year. Schoolwork missed as a result of expulsion may not be made up.

  O.R.C. 3313.662 permits the state superintendent of public instruction, upon the request of a local board of education, to permanently exclude certain pupils from attending any public school in the state under certain conditions. To permanently exclude would mean to forever prohibit an individual from attending any public school in this state that is opened by a city, local, exempted village or joint vocational school district.

  The superintendent may permanently exclude a pupil if the pupil is convicted of or adjudicated a delinquent child for committing, when he was age 16 or older, any of the following offenses or acts

(hereinafter, "predicate offenses") that would be offenses if committed by an adult, on property owned or controlled by a school board or at an activity held under the auspices of a school board:

1. Illegal conveyance or possession of a deadly weapon or dangerous ordnance on school premises.
2. Carrying a concealed weapon, municipal ordinance substantially similar to that offense, or aggravated trafficking, trafficking in drugs, or trafficking in marijuana involving the possession of a bulk amount or more of a controlled substance or the sale of a controlled substance.
3. Aggravated murder, murder, voluntary manslaughter, involuntary manslaughter, felonious assault, aggravated assault, rape, gross sexual imposition or felonious sexual penetration, if the victim is an employee of the school board.
4. Complicity in any violation described in items 1, 2 or 3 above, that was alleged to have been committed in the manner described in items 1, 2 or 3 above, regardless of whether the act of complicity was committed on property owned or controlled by, or at any activity held under the auspices of a school board, including extra-curricular activities, the joint vocational schools and post-secondary options locations.

ALCOHOL, TOBACCO, AND DRUG PREVENTION GUIDELINES

The Board prohibits the use, possession, concealment, or distribution of any drug or any drug-related paraphernalia as the term is defined by law, on school grounds, on school vehicles, or at any school-sponsored event. It further establishes a drug-free zone within 1000 feet of any facility used by the District for educational purposes (Policy 5530-Drug Prevention).

It is the primary objective of Olentangy Local Schools to assure that the education of all students proceeds in an efficient, orderly and non-disruptive manner. Possessing, using, actual or attempted transmitting, buying, selling or supplying of mood-altering chemicals or look-alike substances or paraphernalia on school premises is an obstacle to that objective and an interference with the rights of other students to receive quality academic instruction. While student drug education and referral to counseling resources will continue to be made available, such measures should be viewed as instructional or rehabilitative and will not ordinarily be considered as an alternative to the disciplinary measures specified in Section 9.

1. STATEMENT OF POLICY REGARDING STUDENTS

   Students of Olentangy Local Schools, while on school property or at a school-sponsored activity, shall not possess, use, transmit, buy, sell, supply or attempt to do so with a mood-altering chemical of any kind prior to or during the school day, at any school-sponsored activity or event or at any time while on school premises.

   a) Definitions

      i "Possession" includes, without limitation: holding in the student's hand, retention on the student's person or in purses, wallets, lockers, desks or any other personal possessions, or vehicles parked on school property or at school functions.

      ii "Use of mood-altering chemical" is defined as manifesting signs of chemical misuse such as staggering, reddened eyes, odor of chemicals, nervousness, restlessness, memory loss, abusive language, falling asleep in class or any other behavior not

normal for that particular student, or a preponderance of evidence that a student has used a mood-altering chemical.

iii "Tobacco" includes any product containing tobacco or nicotine that is smoked, chewed, inhaled or placed against the gums.

iv "Mood-altering chemical" Includes, without limitation, alcohol, marijuana, inhalants, ecstasy or other club drugs, depressants, stimulants, hallucinogens, narcotics, over-the-counter medications (including any over-the-counter pain medications containing aspirin, acetaminophen, ibuprofen, or any other pain relievers, any cough or cold medications, etc.), substances such as Betel Nuts, *Wite Out*, glue, toxic markers and caffeine pills. Prescription drugs are included in this, unless authorized by a medical prescription from a licensed physician and kept in the original container that states the student's name and directions for proper use, according to ~~school policy~~Policy 5330-Use of Medications. See also Medication section of this policy. This list is intended for example only and not as an exclusive list.

v "Counterfeit" or look-alike drug is (O.R.C., Section 2925.01(P)) any drug that bears, or whose container or label bears a trademark, trade name or other identifying mark used without authorization of the owner of rights to such trademark, trade name or identifying mark.

a. Any unmarked or unlabeled substance that is represented to be a controlled substance/mood-altering chemical, manufactured, processed, packed or distributed by a person other than the person that manufactured, processed, packed or distributed it.

b. Any substance that is represented to be a controlled substance/mood-altering chemical but is not a controlled substance/mood-altering chemical or is a different controlled substance/mood-altering chemical.

c. Any substance other than a controlled substance/mood-altering chemical that a reasonable person would believe to be a controlled substance/mood-altering chemical because of its similarity in shape, size and color or its markings, labeling, packaging, distribution, or the price for which it is sold or offered for sale.

b) Jurisdiction

This policy extends to use of the above:

i On or in close proximity to any property owned, leased by or under the control of the Olentangy Board of Education, including vehicles used for the transportation of students.

ii During normal school hours, including recess, lunch and class changes, and summer school.

iii At any school-sponsored or sanctioned activity or event away from or within the school district.

2. STUDENT RESPONSIBILITY

All students are responsible for understanding the Olentangy Alcohol, Tobacco, and Drug Prevention Guidelines and the counseling services available to them.

3. PARENT RESPONSIBILITIES

The Olentangy Board of Education recognizes that parents are primarily responsible for their children. The link between school and parents is the child. The effectiveness of these Alcohol, Tobacco, and Drug Prevention Guidelines will be assisted by the cooperative effort of the family, the school officials and the board.

4. STAFF RESPONSIBILITIES

All Olentangy staff members have the responsibility to report all suspected cases of drug and/or alcohol use, misuse or abuse by students to the appropriate school officials. Staff members will report to the building official alleged possession, use, actual or attempted transmitting, buying, selling or supplying of mood-altering chemicals, counterfeit or look-alike substances or paraphernalia. Staff will immediately notify the principal or principal's designee and may be required to submit a written report at a later time.

5. SCHOOL OFFICIALS RESPONSIBILITIES

It is the responsibility of the school officials to inform students, staff and parents about the drug and alcohol abuse policy of this school district and to share with these audiences any available pertinent information regarding the extent of the drug and alcohol problem in the school.

Except for the persons directly involved in the students' education and except as otherwise provided herein, all matters concerning reports of drug or alcohol abuse shall be and remain confidential.

When a school official has reason to believe that a student is in violation of the drug/alcohol code of conduct, the following action will be taken:

a) The student will be informed of the alleged offense, the evidence to support the allegations and the disciplinary action that may apply.
b) If the student is in need of medical attention, the school nurse and/or the local emergency squad will be notified to give medical attention.
c) The parent or guardian of the student will be notified and asked to meet with the school officials. Only in the case of medical emergency or if the parent(s) cannot be reached will the person on the student's emergency call list be notified.
d) School officials will cooperate fully with law enforcement agencies and report to them any information that would be considered beneficial in their efforts to stem the use of drugs and alcohol.
e) Notification to the local law enforcement agency shall be in accordance with the provisions under each offense. When reported, a written record shall be made of the incident to the law enforcement official who, at their discretion, may conduct an investigation.

6. MEDICATION

The Olentangy Board of Education wishes to cooperate fully with students, parents and the medical profession to ensure that students receive any required medication during the normal school day at the time that it is required. It is preferred that medications be administered to students at home; however, it is also recognized that certain circumstances may necessitate administering medications

during school hours. Guidelines have been established to maintain control of authorized drugs within the schools and to ensure the health and welfare of students. In accordance with O.R.C. 3313.713, all medications must be kept in a locked storage place and administered by school personnel unless medically prescribed to self-carry. Effective July 1, 2011, only employees of the Board who are licensed health professionals or who have completed a drug administration training program conducted by a licensed health professional and considered appropriate by the Board may administer to a student a drug prescribed for the student.

7. DRUG PARAPHERNALIA

Drug paraphernalia or instruments such as pipes, roach clips, syringes, pacifiers, hypodermic needles, cocaine spoons or kits, nitrous oxide paraphernalia, rolling papers, water pipes and any other items normally or actually used for the packaging, conveyance, dispensation or use of mood-altering substances will not be permitted on any school property or (student and/or district) vehicles and will be subject to confiscation. Possession of drug paraphernalia will be treated the same as possession of a mood-altering substance. Addiction to an illegal substance may not be used as an excuse for a violation.

8. SEARCHES

Random searches may include the assistance of dogs trained to detect the presence of drugs. If the school official has reason to believe that mood-altering or controlled substances drug paraphernalia or instruments are concealed in a school locker, on a student, in a purse, wallet, book bag or in a student's vehicle, the following applies:

a) **Locker Search:** Lockers supplied by the school and used by the students are the property of the board of education. Therefore, student lockers and the contents of the lockers are subject to random search at any time without regard to whether there is a reasonable suspicion that any locker or its contents contains evidence of a violation of a school rule or criminal status.
b) **Personal Searches:** The school official may ask a student to reveal any illegal or dangerous item(s) suspected of being on his person, in a purse, wallet or book bag. If the student refuses, the school official may ask the student or the student's parent for permission to conduct a search. The school official, at their discretion, may call the local law enforcement agency to investigate.
c) **Student Vehicle:** When illegal or dangerous items are suspected to be in a student's vehicle on school property, permission of the driver or owner will be secured to search the vehicle. If permission to search the vehicle is denied, the local law enforcement agency may be called to search the vehicle.

9. OFFENSES AND DISCIPLINARY ACTION

School officials will follow the process below when handling level II & III offenses:

a) The rapid eye movement test may be administered for screening purposes. If the screening is positive, it will be recommended that the parents seek professional guidance with a certified chemical dependency counselor. Also, an investigation will be conducted by the legal authorities as to the source of the drug.
b) Parents will be notified immediately and the student may be removed from classes or the school event.

c) Law enforcement officials may be notified and, at their discretion, conduct an investigation. In any instance in which it is illegal for a school official to possess or dispose of a mood-altering drug, law enforcement will be notified. School officials will notify law officials in the jurisdiction in which the offense occurs. School officials may file charges in the appropriate court.
d) Parents will consult with the principal or the principal's designee.

Following are the level of offenses that are prohibited and the consequences that will result from the student's decision not to abide by the school policy. Violations are cumulative within grades 7-12.

Tobacco
- Use or possession of tobacco, nicotine or paraphernalia used to consume tobacco products including e-cigarettes/vaping devices

Level I Drug & Alcohol Offense
- Possession, use or application of any mood-altering chemical, as defined above

Level II Drug & Alcohol Offense
- Actual or attempted transmitting, selling, supplying or purchasing of mood-altering chemicals, counterfeit or look-alike substance or paraphernalia

Offenses	Tobacco Consequences	Level I Drug & Alcohol Consequences	Level II Drug & Alcohol Consequences
First Offense	Two Wednesday/Saturday Schools[1]	Ten days out of school suspension[2]	Ten days out of school suspension[2] with a recommendation for expulsion
Second Offense	Three days In-School Detention[3]	Ten days out of school suspension[2]with a recommendation for expulsion	Ten days out of school suspension[2] with a recommendation for expulsion
Third and Subsequent Offenses	Five days Out-of-School Suspension[4]	Ten days out of school suspension[2] with a recommendation for expulsion	Ten days out of school suspension[2] with a recommendation for expulsion

Suspension/Discipline Reduction Options:
[1]Two Saturday Schools may be reduced to one at the discretion of the administrator if student/parent agrees to enroll in and complete an assessment with a certified chemical dependency counselor as specified in Section 10.

[2] Ten day out of school suspension may be reduced to 5 days at the discretion of the administrator if student/parent agrees to enroll in and complete an assessment with a certified chemical dependency counselor as specified in Section 10.
[3] Three days of In-School Detention may be reduced to two at the discretion of the administrator if student/parent agrees to enroll in and complete an assessment with a certified chemical dependency counselor as specified in Section 10.
[4] Five days Out-of-School Suspension reduced to three days In-School Detention at the discretion of the administrator if student/parent agrees to enroll in and complete an assessment with a certified chemical dependency counselor as specified in Section 10.

10. SELF-REFERRAL

Students have the opportunity for a voluntary referral procedure to seek information, guidance, counseling and/or assessment in regard to the use or possession of tobacco, alcohol and other controlled or non-controlled substances. The student or his/her immediate family may make voluntary referrals.

For an alcohol and/or controlled substances/mood-altering chemicals referral, the student must have, within five days, an appointment for an assessment with a certified chemical dependency counselor and notify the principal or principal's designee of the appointment. The student must participate in the assessment process (the cost of any and all assessment will be the responsibility of the student and/or parents) and follow the counselor's recommendations to completion. If treatment or counseling is recommended it must be with an Ohio-certified chemical dependency counselor. The student must waive his/her rights of confidentiality so that verification of this assessment and a written report can be given to the principal or principal's designee.

For a tobacco referral, the student must, within five days, provide verification of enrollment in an out-of-school tobacco education/cessation program approved by the principal or principal's designee. Parents must sign a release of information to the principal/principal's designee so that the student's progress in the program can be followed and written verification of completion given to the principal or principal's designee. The student must complete the program or receive the original discipline.

Voluntary referrals will not carry violation consequences on the first offense only. Voluntary referral must occur prior to any report of violations. Involvement by law enforcement officials negates the option of voluntary referral. The student may use the option of voluntary referral once in his/her career at Olentangy Local Schools.

Any subsequent violations will be enforced as a second or subsequent violation. If the student requesting the voluntary referral opportunity does not complete the assessment recommendations by the established time schedule, the violation consequence will be put into effect immediately.

DRAFT

BUS RULES

Notice to students: The use of video surveillance equipment may be used in the investigation of violations of the Code of Conduct. Please refer to the Security Recording section of this handbook for additional details. Students may receive discipline as a result of what is recorded.

The following bus regulations are considered recommended guidelines to correct behaviors that could create an unsafe environment. Administrative responsibility prior to the first written conduct report: Building administrators will assure that each student receives a copy of the Student Handbook (with Bus Rules included) at the beginning of each school year or upon enrollment of a new student.

It is our privilege and pleasure to furnish students with the safest transportation possible as they travel between home and school and on school-related trips. In order to protect all students riding Olentangy school buses, safety precautions are a must!

All students are to understand that the bus driver is in charge of the bus at all times. Any student who repeatedly violates the safety precautions and/or conduct rules may be denied the privilege of riding the bus and is subject to other disciplinary action to be determined by the principal and/or transportation director. To that end, the following conduct rules are called to your attention:

1. To provide maximum safety, district procedure requires all students to arrive at the bus stop five (5) minutes before the bus is scheduled to arrive. If a student is not at the designated place of safety (at least 20 or more steps away from the bus stop), the bus is not required to wait (Ohio Law 3301.83.08 C4).
2. Students must wait quietly in a location clear of traffic and away from the bus stop (Ohio Law 3301.83.08).
3. Student behavior at bus stops must not threaten life, limb or property of any individual (Ohio Law 3301.83.08).
4. Each pupil shall be assigned a designated place of safety on the residence side of the roadway on which the vehicle is schedule to stop: The driver must account for each pupil at the designated place of safety before leaving. Pupils are not to proceed to their residence until the school bus has departed the area (Ohio Law 3301.83.08 B6).
5. The driver must use an approved hand signal and eye contact with students outside the bus at any stop where students must cross the roadway in front of the bus (Ohio Law 3301.83.08 C6).
6. Students must go directly to an available or assigned seat (Ohio Law 3301.83.08).
7. Students must remain seated, keeping aisles and exits clear (Ohio Law 3301.83.08).
8. Students must observe classroom conduct. All school rules apply on the bus. Obey the driver promptly and respectfully (Ohio Law 3301.83.08).
9. Students must be courteous and respectful to fellow students and to the bus driver.
10. Students must not engage in loud talking or laughing, excessive horseplay, or fighting.
11. Unnecessary confusion diverts the driver's attention and might result in a serious accident.
12. Students must not use profane or abusive language (Ohio Law 3301.83.08).
13. Students must refrain from chewing gum, eating and drinking on the bus except as required for medical reasons (Ohio Law 3301.83.08).
14. ~~Students must not use tobacco or related products on the bus. (Ohio Law 3301.83.08)~~Students must not use tobacco in any form or alternative nicotine product. This includes any vaping device (Ohio

Law 3301.83.08 and ORC 2151.87).

15. Students must not have alcohol or drugs in their possession on the bus except for prescription medication required for student (Ohio Law 3301.83.08).
16. Students must not throw or pass objects on, from or into the bus (Ohio Law 3301.83.08).
17. Students may carry on the bus only objects that can be held in their laps. No living creatures are permitted (Ohio Law 3301.83.08).
18. Students must treat bus equipment as one would treat valuable furniture in his/her home. Vandalism will not be tolerated. Keep the bus clean and sanitary.
19. Students must not extend any part of their bodies out of the bus windows (Ohio Law 3301.83.08.)
20. Students are to remain absolutely quiet at railroad crossings until the bus has completely crossed and the driver says it is OK to talk (Ohio Law 3301.83.08).
21. Students must leave or board the bus at locations to which they have been assigned unless they have written parental and administrative authorization to do otherwise (Ohio Law 3301.83.08).

~~Students with cellphones or electronic devices on the bus must follow the rules as outlined in the Technology Usage Policy.~~ The use of cellular phones or electronic devices on an Olentangy school bus will be determined at the discretion of the driver. Students permitted to use their cellular phones or electronic devices will do so for personal use only. Students are not permitted to share the content of cellular phones or electronic devices and taking photographs or videos is strictly forbidden. When a student is listening to audio content, headphones or earbuds are required. The use of an external speaker is prohibited. In the case of driver distraction, the driver is authorized to confiscate the cellular phone or electronic device until arrival at the school or the student's bus stop.

Driver's responsibility prior to the first written conduct report: ~~Drivers will confer with the student and/or change the student's seating assignment. Drivers are also strongly urged to call parents (doing so is a proven, effective way of managing student behavior).~~

1. Drivers will confer with the student
2. Drivers will confer with the student, change the student's seating assignment and call the parents

Level I (Minor Infractions): Level I behaviors are those that disrupt the driver's concentration, or behavior that may cause harm to the student or others. Some other Level I infractions are:

- Loud talking (at any time) or talking at railroad crossings
- Moving around the bus/out of the seat
- Pushing/touching/disrupting others
- Repeated tardiness to the bus
- Disrespect to other students or the driver
- Harassment of other students
- Not following the reasonable request of the driver
- Use of profanity
- Possession of a match or lighter
- Eating or drinking (food or gum) on the bus
- Tampering with emergency equipment or doors
- Littering/throwing objects from the bus
- Any other infraction of the building's student behavior code

DRAFT

Level II (Major Infractions): Level II behaviors are those that are severe in nature or that directly or indirectly endanger the student or other students, the driver or the public. Some examples are:

- The threat of violence to the driver or other school employees
- The use of profanity directed to the bus driver
- Igniting a match or lighter
- Possession of an incendiary device (smoke bomb, firecracker, cherry bomb, sparkler, etc.)
- Fighting/assault
- Possession of a weapon
- Vandalism or arson
- Theft
- Inappropriate physical contact
- Any action resulting in injury or threat of injury

Follow-up Communication – ~~Following the disciplinary action taken with a student, it is the administrator's responsibility to inform the parent and the transportation supervisor of the disciplinary action taken. It is then the transportation supervisor's responsibility to inform the driver of that action~~. Following the disciplinary action taken with a student, it is the administrator's responsibility to inform the parent, the transportation supervisor and/or route monitor of the disciplinary action taken. It is then the transportation supervisor or route monitor's responsibility to inform the driver of that action.

Recommended Consequences for Level I & II Bus Rules Infractions:

High School	Level I	Level II
First Written Report	3 days off bus	5 days off bus
Second Written Report	5 days off bus	10 days off bus
Third Written Report	10 days off bus	Expelled
Fourth Written Report	Expelled	

BUS PASSES

A request from a parent/guardian is required in order for a student to ride a different bus or get off at a different stop. The request must be submitted at the beginning of the school day to the appropriate designated party. The student will receive a prepared pass before the end of the school day. If a student does not have a Bus Pass, he/she cannot ride home on a different bus or get off at a different stop. Students will not be dropped off at other than board-approved bus stops. Bus passes will be approved contingent upon available seating, timeliness of request, and/or discretion of the building administrator.

CAFETERIA RULES

The following common courtesies are expected of our students during lunch:

- Moving ahead of others in the lunch line is unacceptable.
- Loud talk and noise are not appropriate behavior.
- Throwing food, paper or other items is unacceptable.
- All trash/trays in your area must be disposed of properly.

- Treat everyone with respect.
- Pay for all food.
- Ask permission to leave your seat (elementary and middle school).
- A signed pass must be presented to leave the cafeteria (high school).

At the discretion of the cafeteria duty teacher, high school seniors (only) may eat on the patio during their lunch periods. Students are not permitted in unauthorized areas. Failure to obey this rule may result in school discipline.

Students may use designated restrooms during lunches. Designated restrooms will be different in each building. Students will be permitted in the school store during lunch periods to purchase items. After visiting the store, students are to return to the commons.

CONFIDENTIALITY IN REGARDS TO SEXUAL HARASSMENT AND SEXUAL VIOLENCE

The district respects students' privacy and will only disclose information regarding alleged sexual violence to individuals who are responsible for handling the school's response, the student's parents (if the student is a minor or dependent under Section 152 of the Internal Revenue Code), or otherwise required by law. Students or parents sometimes ask that the student's name not be disclosed to the alleged perpetrators or that no investigation or disciplinary action be pursued to address the alleged sexual violence which may limit the District's ability to respond fully to the incident, including pursuing disciplinary action against the alleged perpetrator.

For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.03.

COURT REFERRAL

Referral to Delaware County Juvenile Court may be used when other disciplinary actions have not been effective. The two most common reasons for referral are truancy and unruliness. The parents will receive a warning notice that students are going to be referred and notice when they are referred.

DANCES

For high school, dances are open to district students only with the exception of prom and homecoming(s). All dances are open to students in grades 9-12 only. All other guests must be pre-approved by the administration. Some dances may be designated as advance ticket sales only.

For middle school, only students from the sponsoring middle school will be admitted. No guests will be allowed. Also, the sponsoring organization is expected to assist with cleanup after the dance. Expectations for both middle and high school students include appropriate dancing (administration has a right to determine what is appropriate or not), beverages and food are not permitted in the gym, once students leave they are not permitted to return, and chaperones are required at all school dances.

High school students and their guests attending dances will acknowledge the following:

- Dance admission fees are non-refundable.

- Use or possession of tobacco, drugs, alcohol, and any mind-altering substances are not permitted for the protection and safety of everyone.
- The parking lot is off-limits unless students are entering or leaving the dance. Loitering will not be permitted.
- There are no re-entries. Once the student leaves the dance, he/she may not return.
- Students will be required to demonstrate good character, maintain high community standards, follow all dance rules, and be courteous to all students and chaperones.
- Sexually explicit or dangerous dancing will not be permitted at any time. Sexually explicit dancing includes: freaking, grinding, inappropriate or vulgar backside dancing or any other type of dancing which could be construed as provocative or vulgar. Dangerous dancing includes violent or "mosh pit" style dancing.

Any deviation from these rules may lead to removal from the dance and/or appropriate school consequences. The purpose of this code of conduct is to promote healthy, safe, and enjoyable dances for all students. The above behavior expectations are designed to ensure a positive dance environment.

DRESS CODE

The Olentangy Local School District is committed to providing a safe, friendly learning environment for its students. Attire is not only a reflection of the individual student, but also of the general learning environment. Therefore, students have the responsibility to wear clothing that projects a positive attitude of pride in self, school and the community. Students are required to wear appropriate, comfortable and safe clothing that is neat, clean and in good taste. No article of clothing shall be worn that distracts from the educational process. Olentangy Local Schools views the Dress Code as a serious issue and expects parents to promote the observance of this policy. **Building administrators have the final decision as to the appropriateness of all clothing and attire.**

Following are guidelines for students:

1. Vulgar, illegal (including alcohol, drugs, tobacco) and/or sexually oriented statements or suggestions on clothing are not permitted. Any dress or statement that may cause a hostile, intimidating, degrading, offensive, harassing or discriminatory environment is prohibited.
1.2. Sunglasses will not be permitted in school unless approved by the principal.
2.3. Hats, hoods, and bandanas~~, and sunglasses~~ will not be permitted to be worn inside the school building unless worn for religious or medical purposes or occasions approved by a principal, a physician and/or the school nurse.
3.4. Chains and/or studded accessories are prohibited and may be confiscated until the end of the school year. Accessories that increase a student's risk for accidents are not permitted.
4.5. Shorts and skirts will be no shorter than the middle of the thigh.
5.6. Shirts and tops will be no lower than one inch below the collarbone, must have sleeves and must be long enough to be tucked in.
6.7. See-through clothing and clothing that has excessive rips, tears or holes are not permitted. All undergarments are to be covered.
7.8. Oversized clothing, which compromises the safety of students, is not permitted.
8.9. Appropriate and safe shoes or sandals will be worn at all times.

10. Coats are to be worn to and from school only and must be placed in student lockers. Students should be prepared for variations in temperature by having a sweatshirt and/or sweater.

Some school programs, such as industrial arts, laboratory activities, physical education and interscholastic athletics may require special hair care, clothing, footwear or restrictions on jewelry to ensure the health and safety of all students.

Failure to comply with the Dress Code guidelines is considered to be an insubordinate act and will be treated as such. Following are the procedures for violations of the high school Dress Code:

1. First Offense: The student will be sent to the main office. Student will change clothes or will be sent home to change his/her clothes. Inappropriate accessories will be confiscated. If the student is sent home, this absence will be treated as an unexcused absence. Any class work missed during an unexcused absence may be made up for full credit. Student may be placed in ISD until appropriate clothing can be obtained.
2. Second Offense: Same as 1st offense. In addition, the student may be assigned to detention. Parents will be contacted.
3. Third Offense: Same as 1st and 2nd offense. In addition, the student may be assigned to Saturday/Wednesday School.
4. Further Offenses: The student may be suspended from school.

DRIVING REGULATIONS

In the interest of student safety, provisions have been made to provide bus transportation for all students to and from school. Those students granted permission to operate a vehicle should understand that driving their vehicles to school is a privilege that may be revoked by the school authorities in the event a student violates any of the guidelines pertaining to the Driving Regulations. In order to obtain a parking permit, students may be placed in the random drug testing pool.

The Olentangy Local Schools assumes no responsibility or liability for injuries to persons or for damage to or loss of contents from any vehicle while on school property.

Any student wishing to drive to school must abide by the following rules:

1. Students must observe a proper speed while on the school grounds.
2. Students must park only in the proper student parking lot.
3. Students may not park in faculty or visitor parking lots.
4. Students are not to drive on the grass.
5. School buses have the right-of-way at all times.
6. Students must be out of their cars and in school by 7:15 a.m.
7. Driving privileges may be denied for violation of Attendance Policies (to include absences, tardies and/or leaving school without permission).
8. Cars are to be parked within parking lines.
9. Students are not allowed to move their cars without permission from the office.
10. Students are to complete a *Pupil Driving Permit Registration and Agreement* form, available in the main office and on the district website. Upon completion and return of this form, a high school

permit will be issued. A parking fee will be charged. The permit must be displayed from the front mirror of the car that is being driven to school. Failure to do so may result in school discipline.

11. Violation of these rules may result in suspension of driving privileges for a period of time to be determined by the principal or principal's designee.
12. Students are not to loiter in their cars.

Loss of Driving Privileges: When the superintendent of the school district receives information that the student of compulsory school age has:

1. Been absent without legitimate excuse for more than ten consecutive days or a total of at least fifteen school days;
2. Withdrawn from school for a reason other than a change of residence and is not enrolled in and attending an approved program to obtain a diploma or its equivalent;
3. Been suspended or expelled from school and the reason for the suspension or expulsion is the use or possession of alcohol and/or drugs; or,
4. Been suspended or expelled from school pursuant to Ohio Revised Code 2923.122 (A), (B), (D) and (E) (1), knowingly conveying, or attempting to convey, a deadly weapon or dangerous ordnance, knowingly possessing a deadly weapon or dangerous ordnance on school premises, in a school or school building, at a school activity or on a school bus.

The superintendent may be required to notify the registrar of motor vehicles and the juvenile judge of the county. The registrar of motor vehicles is required to suspend the temporary instruction permit or driver's license of the student who is the subject of the notice. If a temporary permit or license has not been issued for that student, the registrar is prohibited from issuing a temporary permit or a license.

Denial of privileges will remain in effect until the student reaches age 18, or until the denial is terminated for another reason allowed by law. The student will have an opportunity to present evidence that s/he has not been habitually absent without legitimate excuse.

DUE PROCESS AND RIGHT OF APPEAL

When a student is being considered for an out-of-school suspension by the superintendent, principal, or other administrator:

1. The student will be informed in writing of the potential suspension and the reasons for the proposed action.
2. The student will be afforded an opportunity for an informal hearing to challenge the reason for the intended suspension and to explain his/her actions.
3. An attempt will be made to notify parents or guardians by telephone if a suspension is issued.

Students may be permitted to make up class work, tests, papers, and/or major projects missed while serving Out-of-School Suspension for full credit.

If the assigned school discipline is served entirely in the school setting, it will not require any notice or meeting or be subject to appeal.

The pupil, parent, guardian, or legal custodian may file an appeal of the administrative decision to suspend or expel a pupil to the Board of Education or designee by filing a notice of appeal in writing with the treasurer within 14 calendar days of the formal written notice of suspension or expulsion to the parent, guardian, or custodian of the pupil. Failure to timely file an appeal in this manner waives any right to appeal the suspension or expulsion.

HALL PASSES

No student may be out of his assigned classroom without an approved pass.

HAZING, HARASSMENT, INTIMIDATION, BULLYING, AND SEXUAL HARASSMENT ~~/ VIOLENCE~~

Hazing, harassment, intimidation, bullying, and sexual harassment are strictly prohibited and will not be tolerated. This applies to all activities in the District, including activities on school property, on a school bus, or while en route to or from school, as well as activities occurring off school property if the activity is school-sponsored, school-approved, or school-related activity or function, such as field trips or athletic events.

Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any class, team, or organization that causes or creates a substantial risk of causing mental or physical harm to any person.

Harassment, intimidation or bullying is any intentional written, verbal, electronic, or physical act that a student has exhibited toward another particular student or students more than once and the behavior causes mental or physical harm to the other student(s) and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student(s).

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal or physical conduct of a sexual nature. Sexual harassment may involve the behavior of a person of either gender against a person of the same or opposite gender. It would include, but not be limited to, unwelcome propositions, unwanted physical and/or sexual contact, verbal expressions, patterns of conduct intended to create discomfort and/or humiliation, boundary invasions, and sexual violence. Sexual harassing creates a hostile environment when it interferes with or limits a student's ability to participate in or benefit from the school's program. It may be a single or isolated incident. Title IX protects against retaliation of reporting such acts. For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.

Permission, consent or assumption of risk by an individual subjected hazing, harassment, intimidation, bullying, or sexual harassment does not lessen the prohibition contained in this policy. Prohibited activities of any type including those activities engaged in via computer and/or electronic communications devices are inconsistent with the educational process and are prohibited at all times. No administrator, teacher, or other employee of the District shall encourage, permit, condone or tolerate any of these behaviors. No

DRAFT

student, including leaders of student organizations, may plan, encourage or engage in any of these behaviors.

Administrators, teachers and all other District employees are particularly alert to possible conditions, circumstances or events that might include these behaviors. If any of these behaviors are discovered, involved students will be informed by the discovering District employee of the prohibition contained in this policy and are required to end the behavior(s) immediately. All hazing, harassment, intimidation, bullying, and sexual harassment incidents are reported immediately to the building administrator or other appropriate administrator. An investigation will result and shall include documentation of the event, response and strategy for protecting the victim.

If the investigation finds an instance of hazing, harassment, intimidation, bullying, and/or sexual harassment, by an electronic act or otherwise, has occurred, it will result in prompt and appropriate remedial and disciplinary action. This will include suspension or up to expulsion for students. Furthermore, racial, sexist, or abusive comments or actions directed at others will not be tolerated and will result in suspension or up to expulsion.

If, during the investigation, the Principal or appropriate administrator believes the reported misconduct may have created a hostile learning environment and may have constituted unlawful discriminatory harassment, said will report the act of to one of the Anti-Harassment Compliance Officers so that it may be investigated in accordance with the procedures set forth in Policy 5517.

A victim of sexual harassment has the right to file criminal and/or Title IX complaints simultaneously. A student does not need to wait until the Title IX investigation is completed before filing a criminal complaint or may also be filed with the U.S. Department of Education's Office for Civil Rights. The district respects students' privacy and will only disclose information regarding alleged sexual violence to individuals who are responsible for handling the school's response, the student's parents (if the student is a minor or dependent under Section 152 of the Internal Revenue Code), or otherwise required by law. Students or parents may ask that the student's name not be disclosed to the alleged perpetrators or that no investigation or disciplinary action be pursued to address the alleged sexual violence which may limit the District's ability to respond fully to the incident, including pursuing disciplinary action against the alleged perpetrator. For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.03.

Retaliation against any person who reports or is thought to have reported or otherwise participates in an investigation/inquiry related to a complaint of hazing, harassment, intimidation, bullying, sexual harassment, and violence is prohibited. Deliberately making false reports for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Deliberately making false reports or retaliation may result in disciplinary action.

The Superintendent/designee must provide the Board President with a semiannual written report of all

reported incidents of bullying and post the report on the district's website. For more information, please refer to board policy 5517, 5517.01. The District's policy and consequences for violations of the policy shall be sent annually to each student's custodial parent or guardian. The statement may be delivered electronically. The student athlete may be denied participation in athletics for violation of this policy and may be subject to *Code of Conduct* violation.

~~Hazing, harassment, intimidation, bullying, and sexual harassment toward a student, whether by other students, staff or third parties is strictly prohibited and will not be tolerated. This policy applies to all activities in the District, including activities on school property, on a school bus, or while enroute to or from school, and those occurring off school property if the student is at any school-sponsored, school-approved, or school-related activity or function, such as field trips or athletic events. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse. Hazing means doing any act or coercing another, including the victim, to do any act of intimidation or harassment to any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Harassment, intimidation or bullying is any intentional written/graphic, verbal, electronic, or physical act having reasonable intent to harass, intimidate, injure, threaten, ridicule, or humiliate that a student has exhibited toward another particular student or students more than once and the behavior causes mental or physical harm to the other student(s) and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student(s). It would include, but not be limited to, such behaviors as stalking, bullying/cyber bullying, intimidating, menacing, coercion, name-calling, taunting, making threats, hazing, and dating violence.~~

~~Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal or physical conduct of a sexual nature. Sexual harassment may involve the behavior of a person of either gender against a person of the same or opposite gender. It would include, but not be limited to, unwelcome propositions, unwanted physical and/or sexual contact, verbal expressions, patterns of conduct intended to create discomfort and/or humiliation, boundary invasions, and sexual violence. Sexual harassing creates a hostile environment when it interferes with or limits a student's ability to participate in or benefit from the school's program. It may be a single or isolated incident. Title IX protects against retaliation of reporting such acts. For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.03.~~

~~Permission, consent or assumption of risk by an individual subjected to hazing, harassment, intimidation, bullying, or sexual harassment does not lessen the prohibition contained in this policy. Prohibited activities of any type including those activities engaged in via computer and/or electronic communications devices are inconsistent with the educational process and are prohibited at all times. No administrator, teacher or other employee of the District shall encourage, permit, condone or tolerate any hazing, harassment, intimidation, bullying, or sexual harassment activities. No student, including leaders of student organizations, may plan, encourage or engage in any hazing, harassment, intimidation, bullying, or sexual harassment.~~

~~Administrators, teachers and all other District employees are particularly alert to possible conditions, circumstances or events that might include hazing, harassment, intimidation, bullying, or sexual harassment. If hazing, harassment, intimidation, bullying, or sexual harassment is discovered, involved students are informed by the discovering District employee of the prohibition contained in this policy and are required to end all hazing, harassment, intimidation, bullying, or sexual harassment activities immediately. All hazing,~~

DRAFT

~~harassment, intimidation, bullying, or sexual harassment incidents are reported immediately to the building administrator or appropriate administrator. An investigation will result and shall include documentation of the event, response and strategy for protecting the victim.~~

~~If the investigation finds an instance of hazing, harassment, intimidation, bullying/cyberbullying by an electronic act or otherwise and/or sexual harassment, has occurred, it will result in prompt and appropriate remedial and/ or disciplinary action. This may include suspension or up to expulsion for students, exclusion for parents, guests, volunteers, and contractors. Individuals may also be referred to law enforcement officials. A victim of sexual harassment has the right to file criminal and/or Title IX complaints simultaneously. A student does not need to wait until the Title IX investigation is completed before filing a criminal complaint or may also be filed with the U.S. Department of Education's Office for Civil Rights. For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.03.~~

~~If, during said investigation, the Principal or appropriate administrator believes the reported misconduct may have created a hostile learning environment and may have constituted unlawful discriminatory harassment, said will report the act of to one of the Anti-Harassment Compliance Officers so that it may be investigated in accordance with the procedures set forth in Policy 5517.~~

~~Retaliation against any person who reports/thought to have reported or otherwise participates in an investigation/inquiry related to a complaint of aggressive behavior, bullying, or sexual harassment is prohibited. Deliberately making false reports about harassment, intimidation, bullying, aggressive behavior, and/or sexual harassment for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Deliberately making false reports or retaliation may result in disciplinary action.~~

~~The superintendent/designee must provide the board president with a semiannual written report of all reported incidents of bullying and post the report on the district's website. For more information, please refer to board policy 5517, 5517.01. The district's policy and consequences for violations of the policy shall be sent annually to each student's custodial parent or guardian. The statement may be delivered electronically.~~

QUESTIONING OF STUDENTS

The School is committed to protecting students from harm that may be connected with the school environment and also recognizes its responsibility to cooperate with law enforcement and public child welfare agencies. While the School believes these agencies should conduct their investigations off school property if possible, investigations can take place at school in emergency situations or if the violation being investigated occurred on school property.

Before students are questioned as witnesses or suspects in an alleged criminal violation, the building administrator will attempt to contact a parent prior to questioning and shall remain in the room during questioning.

If a student is questioned as the subject of alleged child abuse or neglect, the building administrator will attempt to contact a parent prior to questioning, and s/he (or a designated guidance counselor) will remain in the room during questioning. If the agency investigating the alleged child abuse or neglect suspects the

parent is the perpetrator, neither parent will be contacted prior to questioning, but the building administrator (or a designated guidance counselor) will remain in the room during questioning.

If law enforcement or children's services agency removes a student from school, the building administrator will notify a parent.

SCHOOL'S RIGHT TO SEARCH

Lockers, desks or storage places provided for student use are, and remain at all times, property of the Olentangy Local School District Board of Education. These areas and the contents, therefore, are subject to a random search at any time, pursuant to board policy. Random searches of lockers and vehicles may include the assistance of dogs trained to detect the presence of drugs. Administrators are authorized to conduct reasonable inspection of school property or of students and items brought upon school grounds, including vehicles, when there is reasonable cause to believe that a student may be in possession of evidence that a law or a school rule has been violated. In addition, the contents of a cell phone or other electronic devices may be searched if there is a reasonable suspicion that it may have been used in an activity prohibited by the Code of Conduct.

SECURITY RECORDINGS

The Olentangy Local School District may record security footage on district property. This footage, which is recorded for the protection and welfare of the school community, typically contains images of many students, as well as district employees and other persons.

Security footage contains personally identifiable information about students. State and federal laws generally prohibit the release of this information, and the district has ***not*** designated the footage as "directory information" that may be disclosed without the prior written consent of the students' parents or guardians.

Security footage, and the personally identifiable information contained on the footage, will be disclosed only when authorized by law or when the disclosure is made to school officials with legitimate educational interests. The footage otherwise will not be disclosed to any person.

~~CONCEALED CARRY~~WEAPONS AND/OR DANGEROUS ORDNANCE

Unless otherwise authorized by law, pursuant to Ohio Revised code section 2923.122, no person shall knowingly possess, have under the person's control, convey or attempt to convey a ~~deadly~~ weapon or dangerous ordnance into a school safety zone, Policy 7217-Weapons.

Exceptions to this policy include:

- Weapons under the control of Law Enforcement Personnel
- Items approved by a principal as part of a class or individual presentation under adult supervision, if used for the purpose of and in the manner approved (working firearms and ammunition shall never be approved)
- Theatrical props used in appropriate settings
- Starter pistols used in appropriate sporting events

CURRICULUM, INSTRUCTION, AND ASSESSMENT

Curriculum, instruction, and assessment must be aligned with the board-adopted courses of study that are derived from the current state and national standards. Instruction delivered face to face, in an online format and/or in a blended format, is intended to maximize student learning and facilitate mastery of those standards. A course grade should reflect the content knowledge that a student knows and is able to demonstrate through the use of formative and summative assessments aligned to the instructional program.

Olentangy Local Schools offers many services to ensure equal opportunity for all children, including enrichment services, early childhood education, academic intervention, reading support programs, services to support English language learners, home instruction, special education, and related services such as speech and language therapy, physical therapy, occupational therapy, adapted physical education services, psychological services, mental health services, and transportation. Support is also available through our school counselors, school nurses, social services, and alternative education opportunities.

The Board of Education furnishes all necessary instructional materials. ~~For identification, each book is numbered.~~ However, there may be a fee associated with some co-curricular and extra-curricular courses as identified in the course guide and fee schedule. Each student is responsible for all instructional materials loaned to him or her, and is expected to return all instructional materials at the end of participation in the course. Students will be responsible to pay for any instructional materials that are lost, destroyed, stolen or mutilated.

ALTERNATE EDUCATION PROGRAMS

- Olentangy Academy: Supporting Individualized Success (OASIS): The Olentangy Local Schools is proud to offer OASIS, a unique, student-centric educational program for families who are looking for an alternative option to the traditional school setting. OASIS provides students with customized online learning experiences, academic support in a setting with low student-to-teacher ratio, intensified career and college preparation, readily available adult mentoring, and individualized service learning opportunities. OASIS uses best practices, including research-based methods of connecting with and supporting students in their academic and developmental growth.

- Jon Peterson/Autism Scholarship program
  The Board of Education authorizes the superintendent/designee to develop guidelines for compliance with Ohio Administrative Code (OAC) Section 3301-103-04 related to the issuing of credits toward graduation and the issuance of a diploma for children in grades nine through twelve who are participating in the Jon Peterson or Autism scholarship program. OAC 3301-103-04 requires that this issue be addressed and decisions be documented on the student's current IEP.

- Olentangy Academy: Science, Technology, Engineering, and Mathematics (STEM)
  The STEM program at Olentangy Academy is focused on an integrated, transdisciplinary approach to teaching and learning. Students will be working with local business and industry on design challenges to provide authentic, hands-on learning experiences that are directly connected to what they are learning in their math, science, English, and engineering course. Students will start their day at Olentangy Academy and in the afternoon will be transported back to their home high school for lunch and three additional periods. Applications for Olentangy Academy are due at the end of January and are available on all middle school and high school websites.

CLASS SCHEDULES ~~CHANGES~~

Schedules are provided to each student at the beginning of the school year or upon enrollment. Schedules are based on the student's needs and available class space. Any changes in a student's schedule should be handled through the guidance office provided they follow the regulations listed below. Students may be denied course enrollment due to lack of available space or the need for the student to pass prerequisite courses. Students are expected to follow their schedules. Any variation must be approved with a pass or schedule change.

The following regulations will be followed for schedule changes:

I. Due to commitments for staff employment/assignments and the ordering of textbooks and other supplies, no schedule changes can be made after June 1st except for the following reasons:
   - ~~1.~~ Mechanical error changes.
   - ~~2.~~ Changes necessitated by failures.
   - ~~3.~~ Class balancing (guidance and administrative).
   - ~~4.~~ Subject-level changes (teacher recommendation).
   - ~~5.~~ Addition of a class in lieu of study hall the same period.
   - ~~6.~~ Administrative (teacher/guidance) recommendation.

II. If a student wishes to appeal the schedule change, the following steps will be adhered to:
   1. Appeal Form must be obtained from the student services office.
   2. Teachers, parents, and students must properly sign the Appeal Form.
   3. The form must be returned to the student services office for consideration by the Appeal Committee.
   4. The school counselor will then notify the student of the committee's decision.
   5. Schedule change appeals must be submitted by the end of the 25th day of the school year.

~~I.~~III. If a student is permitted to withdraw from a course after the beginning of the school year, the student may receive a Withdraw Pass "WP" or withdraw fail "WF" on his/her transcript.

COUNSELOR SERVICES

Should a student desire to talk with a school counselor, he/she should make an appointment with Student Services in advance. Students will be given appointments during study halls only. No student should miss

a scheduled class unless he/she does not have any study halls or an emergency exists. Student Services will also designate office hours for "walk-in" students during lunch.

The guidance offices are located in Student Services in the high school. A student might want to see a school counselor concerning the following:

- Schedule changes
- Career information
- College information
- Test information
- Study help
- Job opportunities
- Personal problems
- High school program
- Summer school
- Transcript requests
- Financial aid
- Other

COLLEGE CREDIT PLUS (CCP)

Students in grades 7-12 may enroll full- or part-time in a post-secondary institution to take courses for high school and/or college credit. A post-secondary institution or college is defined as any state-assisted college or university described in the Ohio Revised Code or any nonprofit institution holding a certificate of authorization. The Board will approve participation by students who apply to the participating college or university ("institute of higher education" or "IHE") and meet the IHE's and relevant academic program's established standards for admission, enrollment, and course placement.

For more information regarding College Credit Plus (CCP), please refer to the OLSD High School Course Description Guide (CLICK HERE). Also, detailed information is available from the Ohio Department of Higher Education, please CLICK HERE or visit https://www.ohiohighered.org/ccp.

Student Code of Conduct in CCP Settings: Students enrolled in CCP courses remain responsible for their behaviors like traditionally enrolled students according to Olentangy policy. In addition, CCP students are also accountable to the code of conduct of the post-secondary institution in which they are enrolled. Olentangy recognizes that an effective educational program is one that provides opportunities for all students to customize aspects of their learning around needs and interests.

~~Students interested in College Credit Plus (CCP) must meet all of the following criteria:~~

1. ~~Submit an intent form (found at https:www.ohiohighered.org/ccp) to the school counselor by April 1st~~
2. ~~Attend a mandatory meeting with high school officials explaining the program~~
3. ~~Apply to and attain acceptance from the college/university~~
4. ~~Meet a minimum grade point average required by the college~~

~~Students in grades 7-12 may enroll full- or part-time in a post-secondary institution to take courses for high school and/or college credit. A post-secondary institution or college is defined as any state-assisted college or university described in the Ohio Revised Code or any nonprofit institution holding a certificate of authorization. Detailed information is available at https://www.ohiohighered.org/ccp.~~

~~Students interested in College Credit Plus (CCP) must meet all of the following criteria:~~

~~A. Submit an intent form (found at https//:www.ohiohighered.org/ccp) to the school counselor by April 1~~
~~A. Attend a mandatory meeting with high school officials explaining the program~~

~~A. Apply to and attain acceptance from the college/university~~

~~A. Meet a minimum grade point average required by the college~~

~~The participant may elect at the time of enrollment to be responsible for payment of all tuition and the cost of all textbooks, materials, and fees associated with the course. The college shall notify the participant about payment of tuition and fees in the customary manner followed by the college. A participant electing this option also shall elect, at the time of enrollment, whether to receive only college credit or high school credit and college credit for the course.~~

1. ~~The participant may elect to receive only college credit for the course. Except as provided in section 3365.032 of the Revised Code, if the participant successfully completes the course, the college shall award the participant full credit for the course, but the governing entity of a public secondary school or the governing body of a participating nonpublic secondary school shall not award the high school credit.~~
2. ~~The participant may elect to receive both high school credit and college credit for the course. Except as provided in section 3365.032 of the Revised Code, if the participant successfully completes the course, the college shall award the participant full credit for the course and the governing entity of a public school or the governing body of a participating nonpublic school shall award the participant high school credit.~~

~~The participant may elect at the time of enrollment for each course to have the college reimbursed under section 3365.07 of the Revised Code. Except as provided in section 3365.032 of the Revised Code, if the participant successfully completes the course, the college shall award the participant full credit for the course and the governing entity of a public school or the governing body of a participating nonpublic school shall award the participant high school credit. If the participant elects to have the college reimbursed under this division, the department shall reimburse the college for the number of enrolled credit hours in accordance with section 3365.07 of the Revised Code.~~

CREDIT FLEXIBILITY

The District Credit Flexibility Plan offers options to students to earn high school credit by:

- testing out or showing mastery of course content;
- pursuing an educational option and/or an individually approved option and/or
- any combination of the above.

DRAFT

Credit Flexibility applies to any alternative coursework, assessment and or performance. If a student is using Credit Flexibility to receive equivalent graduation credit, they must apply for and receive approval from the school district in advance. Approved credit awarded through this policy will be posted on the student's transcript and count toward a student's grade point average (GPA), class rank and as graduation credit in the related subject areas or as an elective. The school district will include details of the Credit Flexibility policy and program on the district website.

EQUITY AND INCLUSION PROGRAM

Our equity and inclusion program supports students, families, and teachers by educating and promoting understanding, exposure, and acceptance of individual differences. Every school in our district has a diversity liaison who runs an open student group focused on these principles, as well as helping students understand their identity, build friendships across cultures, and provide service to others. If you are interested in becoming involved with the program or if you would like assistance in this area, please reach out to your school's diversity liaison or contact our District Equity and Inclusion Supervisor, Jackie Powers (Jacqueline_powers@olsd.us) for support.

FIELD TRIPS

The Board of Education recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program of the schools (~~OLSD~~ Policy 2340-Field and Other District –Sponsored Trips). In order for your child to benefit from these activities, appropriate behavior from all students is necessary. Olentangy Local Schools reserves the right to prohibit students from attending field trips because of disruptive behavior.

Parent permission slips will be signed in advance. Students will travel by school vehicles. The Board of Education authorizes the incidental transportation by private vehicle of students of the district. This includes occasional transportation for field trips, outings, and the like. Routine transportation, however, shall be subject to all requirements listed in ~~Board~~ Policy ~~8560~~8500- Transportation and relevant administrative guidelines. Students will be released during the course of the trip to parents or guardians only. These releases should be arranged in advance by submitting a written request to the teacher or adviser in charge of the trip. In addition, parents will be asked to sign out their child at the time of departure. Siblings are not permitted to attend field trips with chaperones.

HIGH SCHOOLS GIFTED SERVICES

The state of Ohio requires school districts to identify students for potential areas of giftedness. Students are identified as gifted in cognitive ability, specific academic achievement, visual / performing arts areas, and creative thinking through state approved assessment procedures. Olentangy Local Schools provides a continuum of services to support the varying instructional and social emotional needs of gifted learners.

Please CLICK HERE for more information or visit our website: http://www.olentangy.k12.oh.us/Page/1664.

HOMEWORK

The Board of Education acknowledges the educational validity of out-of-school assignments as adjuncts to and extensions of the instructional program of the schools. "Homework" shall refer to those assignments to

be prepared outside of the school by the student or independently while in attendance at school. The superintendent shall develop rules for the assignment of homework according to these guidelines:

A. Homework should be a properly planned part of the curriculum, extending and reinforcing the learning experience of the school.
B. Homework should help students learn by providing practice in the mastery of skills, experience in data gathering, and integration of knowledge, and an opportunity to remediate learning problems.
C. Homework should help develop the student's sense of responsibility by providing an opportunity for the exercise of independent work and judgment.
D. The number, frequency, and degree of difficulty of homework assignments should be based on the ability and needs of the student and take into account other activities which make a legitimate claim on the student's time.
E. As a valid educational tool, homework should be assigned with clear direction and its product carefully evaluated.
F. The schools should recognize the role of parents by suggesting ways in which parents can assist the school in helping a student carry out assigned responsibilities.
G. Homework should always serve a valid learning purpose; it should never be used as a punitive measure

LIBRARY/MEDIA CENTER

Mission and collection-It is the goal of the Olentangy School libraries to provide support for the information and reading needs of students in order to maximize their achievement. Library collections are selected by licensed teachers who are certified school library media specialists, in compliance with the ~~Library Materials~~ Selection of Instructional Materials and Equipment Policy ~~(OLSD Policy~~ 2520.02~~)~~. Collections are designed to support readers at all levels and abilities, engage student interests, recognize diverse cultural backgrounds, and support curriculum-based research needs. Collections include a variety of grade-level appropriate media such as books, e-books, audio books, magazines and videos. Each school maintains an electronic catalog available from their library website with age-appropriate databases linked as well.

- **Instructional support-**Librarians provide reading selection support and information literacy, media literacy and technology literacy instruction for all ability levels to meet the needs of 21st Century learners. The K-12 library curriculum is taught directly or embedded into core subjects through direct lessons or in collaboration with core subject teachers. Many of our librarians provide grade level reading lists to guide student reading.

- **Equipment-**Olentangy school libraries provide computers, scanners, copiers, production software, printing, recording devices, projectors and other peripherals. They also support the instructional needs of teachers and provide audio-visual equipment for classrooms.

- **Policies-**The District Computer Usage Policy and the Student Code of Conduct are followed in all libraries, and librarians' behavior expectations are similar to other classroom teachers. Students are expected to work quietly and productively and to treat other learners with courtesy and respect. Library rules, policies and procedures are posted or shared with students within each school. Library

materials should be returned in good condition in a timely manner and lost materials should be paid for so that they can be replaced.

PE WAIVER

In accordance to Section 3313.603 of the Ohio Revised Code, students in grades 9-11 may be excused from all physical education course requirements by participating in district-sponsored interscholastic athletics, marching band, cheerleading, or JROTC for at least two seasons (or two full years for JROTC). Students in grade 12 who have not completed the waiver requirements or taken a physical education course will be automatically enrolled in physical education their senior year. The Olentangy Local Board of Education shall not require the student to participate in a physical education course as a condition to graduate. However, the student shall be required to complete one half-unit, consisting of at least 60 hours of instruction, in another course of study.

RELEASED TIME FOR RELIGIOUS INSTRUCTION

Students may be provided "released time" from school to attend a course in religious instruction conducted by a private entity off District property, provided that the following requirements are met, such students will not be considered absent when the:

A. student's parent or guardian gives consent in writing;
B. sponsoring entity maintains attendance records and makes them available to the District;
C. sponsoring entity provides and assumes liability for the student; and
D. student assumes responsibility for any missed school work.

Students shall not be excused from a core curriculum subject course to attend Released Time instruction. For more information, please refer to Board policy 5223 - Released Time for Religious Instruction.

RESPONSE TO INTERVENTION / MULTI-TIERED SYSTEM OF SUPPORT (RTI/MTSS)

Response to Intervention (RTI) is a framework for providing high quality curriculum and instruction to all students and intervention support for some students. RTI integrates assessment, instruction, and intervention within a multi-level prevention system to maximize student achievement and reduce behavioral problems. The purpose of the multi-level prevention system is to help the student be more successful.

A Student Data Meeting is one component of the Response to Intervention framework. A Student Data Meeting brings together a team of dedicated professionals whose purpose is to ensure that high quality specific instruction is matched to meet the needs of an individual child. This may include the building principal, school counselor, school psychologist, support staff, intervention specialist, classroom teacher, and parent(s) / guardian(s). The team is flexible based on the child's needs and therefore may have a range of team members. Children are referred to the Student Data Team for different reasons. A child may be experiencing academic, social/emotional, or health concerns. Referrals typically occur when a child is not making adequate progress toward grade level expectations despite interventions that teachers and parents put in place. If you have concerns about your child's progress please contact your child's teacher. For questions regarding the RTI/MTSS process please contact the building principal.

DRAFT

TECHNOLOGY USAGE POLICY

Students are encouraged to use the school's computers/network and the Internet connection for teacher-assigned, educational work. All references to schools in this ~~policy~~ section will mean any school in the Olentangy Local School District. The term computer or computer equipment includes but is not limited to: any electronic devices, personal or school owned that is used on school property (including on district-owned vehicles) or during district -sponsored trips.

Students are responsible for their behavior and communication on the Network. Transmission of any material in violation of any State or Federal law or regulation, or Board policy is prohibited. Unauthorized or inappropriate use of the Network, including any violation of these rules, may result in cancellation of the privilege, disciplinary action consistent with the Student Code of Conduct, and/or civil or criminal liability

Parents and students are advised that the Board makes every effort but may not be able to technologically limit access through the Board's Internet connection to only those services that have been authorized for the purpose of instruction, study and research related to the curriculum. Nevertheless, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents/guardians may find inappropriate, offensive, objectionable or controversial. Privacy in communication over the Internet and the Network is not guaranteed.

Student use of the District's computers, network and Internet services/connection ("Network") are governed by District Policies and Administrative Guidelines 7540.00 (Technology), 7540.02 (Web Content, Services, & Apps), 7540.03 (Student Education Technology Acceptable Use and Safety) as well as the Student Code of Conduct. Student-created web content, services and apps are subject to Policy 5722 - School-Sponsored Student Publications and Productions.

In order to verify compliance with these guidelines, the Board reserves the right to monitor, review, and inspect any directories, files and/or message residing on or sent using the Network. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.

Students using computers are expected to abide by the following rules:

1. Students may only access the district network and/or Internet by using their assigned network account. Use of another person's account/password is prohibited. Students may not allow other users to utilize their passwords. Students may not intentionally seek information on, obtain copies of or modify files, data or passwords belonging to other users or misrepresent other users on the network.
2. Students are permitted to use networked software and school-supplied software. Programs written by the student, which are part of an assignment in a school's course of study, may be run, as required, for that course of study's requirements with teacher supervision.
3. Students may not download programs from the Internet nor may they copy programs from any removable device or other outside media. Students may not install or delete programs on the school's computers.
4. Students may not use the Internet to engage in "hacking" or other unlawful activities.

DRAFT

5. Students may not create keyboard macros in Microsoft Word or any other program. Macros written by the student which are part of an assignment in a school's course of study may be run, as required, for that course of study's requirements with teacher supervision.
6. Students should only use computer programs approved by the classroom teacher.
7. The school staff may review computer files or messages that are created by the student. Material may be reviewed for grading and appropriate content. It may be reviewed for any harassing or threatening material (e.g., cyber bullying), trade secret protection and/or any vulgar or obscene content.
8. Students are not to send messages over the network or participate in online "chat rooms." Students may not use any email or instant messaging programs on a school's computer. A student may only use Internet e-mail when a teacher instructs him/her to do so.
9. Students are not to enter the network's operating system.
10. A teacher may authorize the copying of student-created work to a removable device or other outside media. The use of a removable device or other outside media is not permitted without permission from a teacher.
11. Students may not have food or drink when working on school computers.
12. All copyright laws are to be enforced.
13. Students are not to unplug or change any computer device or network connections.
14. Students are not to change any display screen settings.
15. Students are not to change any program's toolbars or settings.
16. Students are not to add or delete any program icons on the desktop or Start Menu.
17. Malicious use of computers or the school's network to develop programs that harass other users or infiltrate a computer or computer system and/or damage the software components of a computer or computing system is prohibited. Students may not use computers or the school's network in such a way that would disrupt their use by others.
18. Students are not to remove, modify, damage or destroy any computer or networking equipment.
19. Students are not to modify or remove any identifying labels on computer equipment.
20. Students are not to modify or remove any printer settings.
21. Students are to advise school staff when they observe any violation of the school's policy for the use of the school's computers.
22. Students are to advise their teacher when a school's computer malfunctions in any way (example: a program is not opening or closing correctly). The teacher will notify the technical support staff so that the computer can be repaired.
23. The possession of; or the taking, disseminating, transferring or sharing of by way of example: nude, obscene, pornographic, lewd or otherwise illegal images or photographs, whether by electronic data transfers or other means (commonly called texting, emailing, sexting, etc.) may constitute a crime under state and/or federal law. Any person possessing, taking, disseminating, or sharing nude, obscene, pornographic, lewd or otherwise illegal images or photographs may be punished under this code of conduct and may be reported to the appropriate law enforcement agencies.
24. Cyberbullying is the act of harassment that takes place via some method of technological media. If a student is being harassed and ~~the effect~~ it has an impact ~~is~~ on the schooling environment, it does not matter where the offense originates, even if off grounds, if the effect of such acts makes a transition to school grounds it is under our best judgment to take appropriate action.
25. The use of electronic devices for recording purposes must have prior approval.

DRAFT

26. Students are permitted to use their cellular phones or electronic devices in designated areas during designated times only. Designated times and areas will be determined at the discretion of the building administration. Students using their cellular phones or electronic devices at times other than designated or in locations other than designated may be subject to school discipline. Contents of cell phones or electronic devices may be searched if there is a reasonable suspicion that it may have been used in an activity prohibited by the Code of Conduct. At the building leadership's discretion, students' confiscated cellular phones or electronic devices may only be returned to their parent or guardian.
27. OLSD will provide access to filtered Internet and my.olsd.us platform (Schoology, PowerSchool, Google Drive) email via wireless access for personal computing devices belonging to students for educational purposes. Students may not establish or access web-based e-mail accounts on commercial services through the Network (e.g., Gmail, Hotmail, Yahoo mail, etc.).
28. Game playing is not permitted at any time.

Please note OLSD will not be able to provide technical support for personal computing devices. OLSD will not be responsible for lost, stolen or damaged property whether it be by accidental or malicious means including but not limited to other users, viruses, malware, spyware or bot traffic.

Students are not allowed to circumvent the Internet filter or click-through warnings. Personal computing devices are not to be attached to the OLSD network other than the wireless network provided for student use. Computing devices that have been determined to be a threat to the network integrity will be immediately removed from the network and will not be allowed back on until the technology department is assured that the cause for removal has been resolved.

~~Violators will be subject to disciplinary actions, removal from wireless network and/or confiscation of equipment.~~

As a condition to using OLSD's wireless network, students should have no expectation of privacy in their use of the network, and by signing the handbook awareness statement specifically understand and agree that their personal computing device may be confiscated and searched anytime school officials have reasonable suspicion of violations of the technology usage policy or any other board policies, guidelines or laws. Students will receive the wireless passkey from a teacher or the school office upon submission of the handbook awareness statement with the appropriate signatures. Passkeys are not to be shared with others. Exceptions to the above rules are permitted only under direct teacher supervision.

Violations of these rules may result in disciplinary action, including but not limited to detention, Wednesday School, Saturday School, Suspension Alternative Program and/or suspension. Violations also may result in removal from the wireless network, confiscation of equipment, notification to ~~be referred to~~ the appropriate legal authorities and/or other legal action may be pursued.

Use of the Internet and any information procured from the Internet is at the student's own risk. The Board makes no warranties of any kind, either express or implied, that the functions or the services provided by or through the Network will be error-free or without defect. The Board is not responsible for any damage a user may suffer, including, but not limited to, loss of data, service interruptions, or exposure to inappropriate

material or people. The Board is not responsible for the accuracy or quality of information obtained through the Internet. Information (including text, graphics, audio, video, etc.) from Internet sources used in student papers, reports, and projects should be cited the same as references to printed materials. The Board will not be responsible for financial obligations arising through the unauthorized use of the Network. Students or parents of students will indemnify and hold the Board harmless from any losses sustained as the result of misuse of the Network by the student. Use of the Network by students will be limited to those students whose parents have signed a release of claims for damages against the Board.

Technology Usage Agreement: If you do NOT desire for your child to use district-provided technology while at school, please submit a letter to your building principal. In the event that we do not receive this information, ALL students will be permitted to use district-provided technology according to the provisions listed in the Technology Usage Policy.

WORK PERMITS

All working students are required by the State of Ohio to have a work permit up to the age of 18. You may secure information and application cards from the student services office. The school information form will be completed by Student Services staff and signed by the principal. The county superintendent issues the permit itself. Students working without permits place their employers in jeopardy of legal action by state authorities.

GRADING

Olentangy High Schools have a standard grading procedure, as well as additional notations that indicate work in progress or incomplete work. In general, students are assigned grades based upon test results, homework, projects and classroom participation. Each teacher may place a different emphasis on these areas in determining a grade and will so inform the students at the beginning of the course work. If a student is not sure how his/her grade will be determined, she/he should ask the teacher.

CLASS RANK

The Board of Education authorizes a system of class ranking by grade point average, for students in grades 9-12. At the end of each semester of the freshman, sophomore, junior, and senior years, students will be ranked scholastically. The final grade will be used in specific subjects to calculate average.

GRADE CLASSIFICATION

- Assignments to grade level classifications are made on the basis of credits accumulated as follows:
- Freshman must have completed 8th grade
- Sophomore must have five credits
- Junior must have ten credits
- Senior must have fifteen credits

DRAFT

GRADING INFORMATION

- A student should receive a grade if enrolled for three or more weeks of the grading period.
- Students receiving an "incomplete" must make up the work with a reasonable time or credit may be denied for the course. It is suggested the student be granted the same amount to time to make up the work, as they were absent from school. The time of the grading period may influence this guideline.
- A student who fails the first semester and passes the second semester of a year-long course shall receive full credit of the course if the semester average is sixty percent or above. A student who passes the first semester and fails the second semester shall fail the course and receive not credit unless recommended by the teacher, approved by the principal, and has an overall average of sixty percent or above.
- Counting each quarter letter grade as 2/5 and the exam letter grade as 1/5 of the total grade determine semester grades. (Example: first quarter = 2/5; second quarter = 2/5; exam = 1/5.). The final grade is determined by averaging the first and second semester letter grade.
- Transfer credit – Only those grades on transcripts for AP courses that are comparable to current Olentangy AP courses will be converted to the weighted scale and quality points.

GRADING SCALES

HIGH SCHOOL REGULAR GRADING SCALE						
LETTER GRADE	PERCENTAGE	POINT VALUE		LETTER GRADE	PERCENTAGE	POINT VALUE
A	93-100%	4.000		C	73-76%	2.000
A-	90-92%	3.670		C-	70-72%	1.670
B+	87-89%	3.330		D+	67-69%	1.330
B	83-86%	3.000		D	63-66%	1.000
B-	80-82%	2.670		D-	60-62%	0.670
C+	77-79%	2.330		F	0-59%	0.000

HIGH SCHOOL WEIGHTED GRADING SCALE AP & CCP COURSES ONLY						
LETTER GRADE	PERCENTAGE	POINT VALUE		LETTER GRADE	PERCENTAGE	POINT VALUE
A	93-100%	5.000		C	73-76%	3.000
A-	90-92%	4.670		C-	70-72%	2.670
B+	87-89%	4.330		D+	67-69%	2.330

DRAFT

B	83-86%	4.000		D	63-66%	2.000
B-	80-82%	3.670		D-	60-62%	1.670
C+	77-79%	3.330		F	0-59%	0.000

HIGH SCHOOL CREDIT BELOW THE NINTH GRADE

Olentangy Local Schools will award credit for all high school courses taken prior to the ninth grade. In most instances, a grade of "P" (passing) benefits a student's cumulative grade point average. Therefore, students will receive a grade of "P" on their high school transcript for each high school course taken. If, prior to the end of the first semester of the student's senior year, the student and parent wish to change the "P" grade into an academic letter grade, the student and parent must request this change in writing. Upon written request, the "P" grade will be replaced with the final grade issued on the student's 8th grade report card.

Per Ohio law, students new to the district desiring such credit must provide their respective counselor the following documentation on their previous school's letterhead: 1) that the course which credit is being pursued was a high school course; and 2) that the course was taught by a teacher who held the appropriate secondary teaching license/certificate for the course.

Students electing to re-take any course will not receive high school credit or a grade for the course below the ninth grade.

NATIONAL HONOR SOCIETY

Qualifications:

1. Students must have attained 11th or 12th grade standing.
2. Students should secure an application from the National Honor Society (NHS) adviser.
3. Students applying to NHS must have attended an Olentangy high school at least two semesters prior to application.
4. Cumulative GPA must be 3.5 or better for membership eligibility and must be maintained to remain eligible.
5. Selection for membership is by a faculty council and is based on outstanding scholarship, character, leadership and service. Once selected, members have the responsibility to continue to demonstrate these qualities.

REPORT CARDS

All student report cards will be made available electronically to parents and students for quarterly grade reporting. A paper copy will not be mailed home unless specifically requested. Grade progress is available through PowerSchool. Dates are posted on the school calendar.

DRAFT

GRADUATION

Typically, students will complete graduation requirements in four (4) years. In order to receive a diploma and graduate, a student must pass all assessment tests required by the Ohio Department of Education (ODE) for graduation or the State-approved alternative pathway, meet the school requirements for basic course-work, and earn the total number of minimum credits. For students enrolled in special education, the criteria for graduation and the extent of participation in the State-mandated assessment tests will be determined by their IEP team.

DIPLOMA DEFERRAL

Social graduation is an opportunity for students with individualized education programs ("IEPs") to participate in high school graduation ceremonies without obtaining an official diploma. Students with IEPs who have completed all academic requirements for high school graduation, but who have not yet completed their transition-related IEP goals may be eligible for social graduation. Students may participate in social graduation only upon the recommendation of their respective IEP teams. If social graduation is recommended, the student may engage in all aspects of the graduation celebration (e.g., wearing a cap and gown; sitting with the graduating class; having his/her name printed in the program and read aloud at the ceremony; walking across the stage to receive a faux diploma). Instead of receiving an official diploma, however, the student will receive an unsigned diploma or a certificate of participation.

EARLY GRADUATION

Students desiring to accelerate their four-year high school academic program should contact the principal for approval. An *Academic Acceleration Form* obtained from Student Services should be completed prior to the parent/counselor/administrative conference.

Requirements for early graduation include:

1. Scheduling accordingly in the spring of the *sophomore year*
2. Plans to attend an institution of higher learning after graduation
3. A cumulative grade point average of 3.0 or higher
4. A required four credits of English

GRADUATION REQUIREMENTS

~~For the class of 2018 and beyond, a~~ A diploma shall be awarded to students meeting the curriculum credit requirements and who achieve one of the following three options: a cumulative passing score with the required number of points in each area on end of course exams, earn the required points on the WorkKeys assessment and an approved industry-recognized credential, or earn a remediation-free score in English language arts and mathematics on the ACT or SAT.

More specific information regarding graduation requirements can be found in the Course Selection Guide. The ***High School Course Selection Guide*** is located on the district's website please use the search bar or CLICK HERE. ~~enter this into your browser:~~

~~http://www.olentangy.k12.oh.us/cms/lib8/OH01914664/Centricity/domain/772/january/2017-2018%20High%20School%20Course%20Planning%20Guide.pdf.~~

~~ACADEMIC RECOGNITION AT COMMENCEMENT~~GRADUATE ACADEMIC RECOGNITION

Because of the competitive nature of the Olentangy high schools, students are not ranked for college admission purposes. The high schools will instead honor students based upon the following standards of achievement:

Students will be honored at commencement based on the following cumulative GPA scale:

- *Summa Cum Laude:* 4.000 GPA and above
- *Magna Cum Laude:* 3.800 to 3.999
- *Cum Laude:* 3.670 to 3.799

Beginning with the class of 2020, the high schools will recognize as valedictorian(s) at the end of seven or eight semesters anyone who achieves the highest cumulative GPA in the class.

In order to be eligible, a student must have attended an Olentangy high school for his/her entire fifth through eighth semesters.

This ranking is used for certain senior honors.

1. Class rank shall be computed by the final grade in specific subjects.
2. The rank of the student will be determined by grade point average. All students receiving the same GPA shall receive the same class rank.
3. In recognition of the heavier burden of Advanced Placement classes, grade point averages shall be weighted by awarding up to 1.0 extra unit.
4. A student's grade point average and rank in class shall be entered only on his/her record and shall be subject to the board's ~~policy~~ Policy 8330 on release of student records. A student's class rank is used for internal purposes and is not released to colleges and/or other institutions or agencies without prior written consent from the individual or his/her parents/legal guardians if the student is less than eighteen (18) years of age.

POLICY ON ACADEMIC ACCELERATION, EARLY ENTRANCE TO KINDERGARTEN, AND EARLY HIGH SCHOOL GRADUATION

The degree to which academic content standards are met and the time it takes to reach the standards will vary from student to student. The Olentangy Board of Education believes that all students, including advanced learners, should be challenged and supported to reach their full potential. For some advanced learners, this can best be achieved by affording them access to curriculum, learning environments, and instructional interventions more commonly provided to older peers. The Olentangy Acceleration Policy 5408 provides students with opportunities for possible accelerated placement through early admission to kindergarten, individual subject acceleration, whole-grade acceleration, and early graduation from high school.

A teacher, administrator, gifted education specialist, guidance counselor, school psychologist, or parent/ legal guardian of the student may submit referrals for possible accelerated placement to the school principal. A student may refer himself, herself, or a peer through a district staff member who has knowledge of the abilities of the student. Accelerated placement is a team decision and includes a review of classroom performance and standardized testing history, information regarding student work habits, motivation and desire for acceleration, and possible additional assessments as needed. The acceleration process evaluates the academic, social, and emotional readiness of students in order to determine a placement to best meet the needs of the whole child.

Copies of referral forms for evaluation for possible early entrance, whole-grade acceleration and individual subject acceleration are available to district staff and parents at each school building and are also available on the district website ~~at~~ CLICK HERE ~~http://www.olentangy.k12.oh.us/cms/lib8/OH01914664/Centricity/Domain/56/Acceleration%20Referral%20Form.pdf~~

TRANSCRIPTS

Students desiring a copy of their transcript should complete a *Transcript Request Form* available from Student Services. Please allow one week to process transcripts, scholarships, college applications, recommendations, etc.

HEALTH AND SAFETY

HEALTH REGULATIONS

Your child must meet county and state health regulations for entrance to school, including compliance with state immunization laws. The school nurse checks health records each year and will send you a reminder of the required immunizations your child still needs.

Students will be excluded from school if the immunization schedule is not completed within 14 calendar days after the student's first day of school. Written statements of objection to immunizations due to parent's or guardian's philosophical or religious reasons are filed in the student's health folder. Medical exemption for immunization must be signed by the child's physician.

Parents are required by state law to fill out an Emergency Medical Authorization Form. ~~These are kept on file in the office and used in emergency situations.~~ The Emergency Medical Authorization form is online and should be completed at the time of enrollment and checked for accuracy at the beginning of each school year. A complete Emergency Medical Authorization Form must be on file with the School in order for a student to participate in any activity off school grounds, including field trips, spectator trips, athletic and other extracurricular activities, and co-curricular activities.

The Olentangy Board of Education wishes to cooperate fully with students, parents and the medical profession to ensure that students receive any required medication during the normal school day at the time that it is required. It is preferred that medications be administered to students at home; however, it is also recognized that certain circumstances may necessitate administering medications during school hours. Guidelines have been established to maintain control of authorized drugs within the schools and to ensure the health and welfare of students. In accordance with O.R.C. 3313.713, all medications unless medically prescribed to self-carry must be kept locked in a storage place and administered by school personnel. Only employees of the Board who are licensed health professionals or who have completed a drug administration training program conducted by a licensed health professional and considered appropriate by the Board may administer to a student a drug prescribed for the student.

A Physician's Medication Procedure Request Form and Parent's Medication Procedure Request Form must be completed, signed and on file in the office before any medication, including over-the-counter and essential oils will be given by the clinic staff. Children are NOT permitted to transport any medication to school. All medications must be brought to school by a parent or guardian and must be locked in a storage place unless medically prescribed to self-carry. This is critical to the health and safety of all children. In rare instances, a student may be allowed to carry certain prescription medications (e.g., asthma inhalers). If the physician deems it medically necessary for the student to carry a medication with him/her, the Physician's Medication Procedure Request Form must be signed and contain those instructions.

Middle and high school students are permitted to carry a one-day's supply of non-prescription medication, including essential oils, to self-administer if a Parent's Non-Prescription Medication Request form is signed by the parent and on file in the school office.

A parent note is required for elementary students to use cough drops at school. Cough drops must be supplied by the parent or guardian, kept in the clinic and administered by the clinic staff.

Medication forms are available in the school office and on the district website, and expire at the end of each school year.

ANIMALS IN SCHOOLS AND ELSEWHERE ON DISTRICT PROPERTY

Animals permitted in schools and elsewhere on District property shall be limited to those necessary to support specific curriculum-related projects and activities, those that provide assistance to a student or staff member due to a disability, those that serve as service animals as required by Federal and State law, or those that conduct random searches for illegal substances. All animals must meet veterinary requirements set forth in the State law and County regulation/ordinance.

The student's need for and use of a service animal must be documented in the student's individual education plan (IEP) or Section 504 Plan. A service animal is the personal property of the student and/or parents. The Board of Education does not assume responsibility for training, daily care, health care, or supervision of service animals. The Board of Education does not assume responsibility for personal injury or property damage arising out of or relating to the presence or use of service animals on District property or at District-sponsored events. For more information, please refer to Policy 8390-Animals on District Property.

CONCUSSIONS

Should a student exhibit signs, symptoms or behavior that is consistent with a concussion or head injury, they shall be removed from P.E. participation. School staff will notify the parent and will recommend an assessment by a physician or health care provider. The student may return to P.E. class with written clearance from the physician or health care provider that it is safe for the student to return to P.E. class. For more information, please refer to policy 5340-student accidents.

CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES

Because a school has a high concentration of people, it is necessary to take specific measures when the health or safety of the group is at risk. The School's professional staff may remove or isolate a student who has been ill or has been exposed to a communicable disease or highly-transient pest, such as lice (Policy 8450).

Specific communicable diseases include diphtheria, scarlet fever, strep infections, whooping cough, mumps, measles, rubella, and other conditions indicated by the Local and State Health Departments. Any removal will be limited to the contagious period as specified by the Delaware General Health District and the Ohio Department of Health).

In cases of communicable disease, a letter may be sent home and/or a notice may be passed on to the school community via email informing parents that a situation exists in their child's classroom. Because of the contagious nature of these conditions, it is important that you call the office if you find your child has been diagnosed with a communicable disease. If your child has head lice, it will be necessary for you to bring him/her to be checked in at the clinic to verify that he/she has no live lice before he/she can be readmitted to school. The school nurse or designee will make the final decision on re-admittance to school.

DISTRICT SAFETY PLAN

Students and staff are expected to immediately report to a teacher or administrator any suspicious behavior or situation that makes them uncomfortable. In case of an emergency, district personnel will follow the District Safety Plan. This plan specifies steps to be followed should an emergency arise that threaten the well-being of students, staff and the public while utilizing school property. In addition to the steps outlined in the District Safety Plan our staff routinely trains on many of these procedures. The drills include fire, tornado and lockdown drills.

In the event of a lockdown, parents will be notified via text and/or email. If the situation causes a delay in the start of the school day or a change in release time, parents will be notified using the district's automated calling system.

To ensure that the district has accurate contact information, please review and update your PowerSchool account information by following the instructions found on the Parent Resources section of the district's website at http://www.olentangy.k12.oh.us/Page/1858.

DRAFT

HAND WASHING PROTOCOL

Hand washing with soap and warm water for at least 20 seconds is very important to prevent illness and communicable diseases. It is Olentangy district policy that students and staff will wash their hands at various times throughout the day including but not limited to after using the restroom, before eating, or after sneezing or coughing. When soap and water are not available, disposable hand wipes or gel sanitizers may be used.

HEALTH SCREENINGS

In accordance with Ohio Department of Health requirements and guidelines, school health staff conducts periodic health screenings to detect abnormalities in hearing, and vision. Health screenings may also be conducted when a concern arises. A permission slip will not be sent home for parent permission in advance of the screening. Parents may opt out by notifying the school nurse in writing.

HOMEBOUND INSTRUCTION

The School may arrange for individual instruction at home for students who are unable to attend school because of an accident, illness, or disability. Such instruction may be arranged upon receipt of documentation of the student's condition from a physician (Policy 2412-Homebound Instruction). For more information, contact the building administrator or guidance counselor.

ILLNESS/INJURY

It is important that students are not sent to school if they experience (d) a fever (100°F or above), vomiting, diarrhea and/or a persistent cough within the last 24 hours. It is advisable to keep a child home until the child is symptom-free for 24 hours without benefit of any medication. If a child returns to school and remains ill, parents will be called. If you and the other people on your emergency contact list are unavailable, and therefore unable to be reached, please designate a person we can call temporarily in the event of an illness or accident and notify the office of this change in writing.

MEDICAL CONCERNS

Notify the school nurse of any health concerns that impact your child's school day. If your student is transported to school by bus, the bus drivers should also be provided with this information. Each year, Food Service must have an updated statement from your physician documenting the specific food allergy and acceptable substitutes in order to make accommodations within the National School Breakfast and/or Lunch Program.

NON-SMOKING/"VAPING" POLICY

The Ohio Department of Health prohibits smoking in all enclosed public places within the state. Olentangy Local Schools is committed to providing students, staff, and visitors with a smoke-free environment. Smoking and vaping is expressly prohibited in all Olentangy buildings, on school property, on a school bus, or while enroute to or from school, and at events occurring off school property if the student is at any school-sponsored, school-approved, or school-related activity or function, such as field trips or athletic events, or off the school grounds if the situation is initiated at school.

DRAFT

This non-smoking/vaping policy applies to staff, students, contractors, and visitors. Evidence of indoor smoking/vaping, including the ashes of cigarettes, cigars, pipes, other smoking equipment or products, or vaping paraphernalia (e.g. electronic cigarettes and "vape pens") will result in disciplinary action. Additionally, the sale and/or marketing of cigarettes, tobacco products, e-cigarettes, "vape pens," and all e-cigarette and "vape pen" paraphernalia, is prohibited.

SPEAK UP! STUDENT HELP! LINE



An anonymous system for reporting bullying and other safety concerns. To report a concern, you can access our Stay Safe Speak Up! Helpline in two locations. First, you can visit the district ~~simply visit your school's~~ website and look for one of the two **"Stay Safe"** or **"Bullied?" Speak UP!** icons. Click on the icon that applies, select your area of concern and provide a short explanation of the incident. The system will send your anonymous report to the appropriate people to address your concern. You can also access the Stay Safe Speak Up! Helpline by logging into your MyOLSD portal and clicking on the **"Stay Safe"** or **"Bullied?" Speak UP!** Icons. In addition, you can call (toll free) **1-866-listen2me.**

SUICIDE PREVENTION RESOURCES

If you or someone you know is in crisis, please reach out to someone who can help. Don't wait, contact any staff member or administrator (see AG 5350).

In an urgent situation, please use the resources below:

- The National Suicide Prevention Lifeline provides 24/7 free confidential support for people in distress, prevention and crisis resources are also available: 1-800-273-TALK (8255).
- The Helpline of Delaware and Morrow Counties: Need to talk? Call 211 or 1-800-6842324 or text 898211 to connect with a Suicide Prevention Coordinator.

GENERAL INFORMATION

COPYRIGHT INFRINGEMENT

Claims of copyright infringement may be emailed to olswebmaster@olsd.us or sent by email to the Communications Department: 7840 Graphics Way, Lewis Center, Ohio 43035, 740-657-4050.

FEES

According to Policy 6152-Students Fees, Fines, and Charges, the Board may need to levy certain charges to students to facilitate the utilization of other appropriate materials for curricular as well as co-curricular and extra-curricular activities. Any waiver of fees shall be made pursuant to Policy 6152.01. A list of course and

workbook fees is available on the district's website. You may log into PowerSchool to view/pay your student's fee accounts and any outstanding fees.

Payments should be made in full by credit card online or by cash/check/money order to the school office. To view your fee account and make payments online, please go to your PowerSchool parent ~~Portal~~ account and select *Lunch and Fee Payments*. If you are paying by check, please make it payable to "Olentangy Local Schools." We appreciate your prompt attention to school fees.

At the discretion of the building principal, and upon approval from the treasurer's office, students dropping a class, leaving the district early or enrolling late may have their fees adjusted in cases where the district does not incur additional costs or another funding source is identified. As an alternative to a refund, the fee may be transferred to the student's food service account or pay to participate fees upon the building secretary receiving permission from the parent to do so.

Students with carryover delinquent fees of any kind from the previous school year are precluded from participation in fall extracurricular activities. Delinquencies in the current school year will preclude the student from participating in winter and spring extracurricular activities. Eligibility will be restored once all fees have been paid, or a payment plan has been established and the first payment has been received.

At the high school level, all delinquent fee balances must be paid in full in order for a student to receive a parking pass. In addition, transcripts of grades and credit may not be sent to another school system or to any institution of continuing education for a student with unpaid fees; and any such student will not be permitted to attend the graduation ceremony of Olentangy Local Schools per (~~OLSD~~ Policy #6152). In addition, the student diploma will be withheld until all fees are paid in full.

FEE COLLECTIONS AND FEE WAIVERS

If you are financially unable to pay your fees, you may obtain a fee waiver application in the school office. Eligibility for the fee waiver is determined by the number of adult wage earners in the family and their combined income. This information, along with adult family members' social security numbers, must be given in writing to the school office in order to be considered for fee waiver.

The Olentangy Local School District outsources the collection of Non-Sufficient Fund (NSF) checks to the Nexcheck service. The district is happy to accept checks as payment but every check must include your name, address and phone number. Please keep in mind that when a check is provided as payment, it is an authorization by the check writer to either make a one-time electronic transfer from the account or to process the payment as a check transaction. In doing so, the check writer also authorizes Nexcheck to collect a $34.50 fee through an electronic fund transfer from the check writer's account if the payment is returned unpaid.

If you receive a notice from your bank about a non-sufficient funds check, contact Nexcheck at (800) 639-2435.

DRAFT

FOOD SERVICE

Olentangy schools participate in the National School Lunch Program, providing nutritious, well-balanced lunches meeting the Federal and state guidelines including but not limited to the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards. The lunch program provides meals at free or reduced prices for qualified students. Applications are available on the district website or at any school office. You may apply at any time during the school year. For additional information, please refer to Policy and Administrative Guidelines 8500-Food Service & 8531-Free and Reduced-Price Meals.

Olentangy also participates in the School Breakfast Program at ~~select~~ most elementary schools and all middle schools and high schools. Please check with your school to determine if breakfast is offered. The free and reduced price program also applies to breakfast.

Information regarding the breakfast and lunch program, including menus and prices, is available on the district website. Information can be found by selecting "Food Service" under the "Department" heading.

Students may pay with cash, check or they may utilize the debit card system which allows parents to put money on the student's account in advance to pay for their child's ~~lunch~~meals. Deposits may be made online through the district website by selecting "Lunch & Fee Payment" under the "For Parents" heading. Please refer to Administrative Guideline 8500D, Meal Charge Procedures, for current charging procedures. ~~, or checks may be sent to school with the student.~~

If your child has a medically documented food allergy/disability, Olentangy Food Service will work with you to make the necessary accommodations. Please contact the cafeteria manager at your school or the Food Service Department at 740-657-4053.

FUNDRAISING ACTIVITIES

Student fundraising by approved school organizations, (those whose funds are managed by the treasurer) may be permitted in school as approved by the principal according to Policy 5830-Student Fundraising. Any fund-raiser that involves the sale of food items and/or beverages to students that will be consumed on the school campus during the school day to thirty (30) minutes after the end of the day must comply with the current USDA Dietary Guidelines set forth in Policy 8550- ~~,~~ Competitive Foods. Fundraisers also include giving away goods or services, but suggesting a monetary donation. Student fundraising by approved school organizations off school grounds may be permitted under administrative guidelines of the superintendent.

INTRADISTRICT TRANSFERS

The Board of Education will permit any student (grades K - 12) to apply for attendance at their school of choice based upon criteria established by the school administration (Policy 5113.01-Intra-District Open Enrollment). The specific criteria shall be consistent with state law and shall include:

- Application procedures, including deadlines for application and for notification of acceptance or rejection of students;
- Establishing district capacity limits by grade level, school building, staffing levels and educational program;

DRAFT

- Student safety in one building as opposed to another can be a basis for transfer;
- The process must ensure that proper racial balance is maintained;
- Notification that parents must provide transportation for their students;
- Students entering Grades 9 - 12 will forfeit athletic eligibility for one year.

Complete information about intradistrict transfers is available by contacting the district offices at 740/657-4050 or by visiting the Olentangy Local Schools website: http://www.olentangy.k12.oh.us. For more specific information concerning athletic bylaws, grades 9 through 12 only,-contact your athletic director.

LOCKER ASSIGNMENTS

Subject to availability, a locker may be assigned to each student at the beginning of the school year. Each student is responsible for cleaning and maintaining his or her locker. All lockers remain the property of the school and are subject to search at any time. Student must pay for lost or damaged locks, if applicable. The only locks that may be used are school locks, except in a short-term emergency situation approved by the homeroom teacher or principal. In order to protect personal belongings, each locker must be kept locked and the combination numbers used only by the assigned student. *Students are advised not to share lockers or combination numbers!* Students must provide their own combination lock for gym lockers that are not equipped with built-in locks. Students violating the locker policy are subject to the Code of Conduct.

LOST AND FOUND

Found items are kept in a Lost and Found location. Found items that are identified with the child's name will be returned. With this in mind, please remember to label your child's clothing. Parents or students are encouraged to check the Lost and Found for missing items. Items not claimed will be given to a charitable organization.

POSTERS / COMMUNITY ANNOUNCEMENTS

The principal will approve only those posters/announcements publicizing school events. A community bulletin board may be used by the community groups, businesses, etc., upon obtaining the approval of the principal. All announcements must have an advisor's signature and be approved ahead of time. Flyers from non-profit organizations, district boosters, PTOs are reviewed for posting to the district's website and if approved may be accessed on the district's One-Stop Flyer Shop webpage.

PROCEDURES TO RESOLVE PARENT/TEACHER DISAGREEMENTS

Whenever a complaint is made directly to the board as a whole, a board member as an individual, the superintendent, principal or other administrator, it will be referred to the appropriate building administrator. A teacher who is the object of a complaint will be informed promptly.

A. Step No. 1 - Direct Conversation.

If a parent or community member (complainant) has a disagreement or misunderstanding with a teacher, the complainant should address the concern to the specific teacher directly involved with the circumstances surrounding the concern. The staff member will meet with them as soon as possible, but in no case longer than five calendar days after the teacher has been notified of the concern (subject to change by mutual agreement).

B. Step No. 2 - Fact and Possible Resolution.

If the complainant or the teacher is not satisfied with the outcome of Step No. 1, or the complainant or teacher is unwilling to meet independent of an administrator, a meeting with the teacher, appropriate administrator, and complainant will be arranged at a mutually convenient time, but in no case more than five calendar days after the meeting in Step No. 1. This step is to be informal and verbal. No further action will be taken beyond Step No. 2, unless the complainant submits in writing a signed and dated statement of facts giving rise to this concern, the name of the teacher involved, and the remedy sought.

C. Step No. 3 - Formal Process.

If a complainant's concern is not satisfactorily resolved at either the first or second level, the complainant should then refer this concern to the superintendent in writing. At that time another meeting will be arranged at the convenience of the complainant and staff member directly concerned, but in no case more than 10 calendar days (subject to change by mutual agreement). The staff member has the right to be at all meetings with or without a representative as he/she so determines. Copies of the disposition will be sent to the board.

D. Dispositions.

Dispositions at Step 3 will be sent in writing to all parties within 10 calendar days of the meeting with reasons stated.

E. Repeat Concerns.

If a complainant believes there has been a repeat of the previous concern, they may go directly to Step No. 3 - "Formal Process."

F. Relation to Other Procedures.

This Article does not limit or affect the actions or procedures available to the administration and/or board based on an investigation of alleged misconduct and an administrative or board conclusion based on that investigation that action adverse to the teacher is warranted. Any such action against the teacher is subject to applicable laws and other articles of this Agreement.

RELEASE OF STUDENT PHOTOS AND WORK ONLINE

The Olentangy Local School District believes it is important to share accurate and timely information about the district with stakeholders. In addition, many online tools provide educational opportunities for student learning. As such, from time to time the district may share student information with the public in a web-based environment such as, but not limited to, the district's website, YouTube, Twitter or Facebook. The district's Web Guidelines allow for the following student information to be used online at the middle and high school levels:

- Student's first name and last initial only;
- Student photographs; and,
- Student work (such as, but not limited to, artwork, podcasts, blogs, writing samples, videos, etc.).

If you do not want your student's information used in web-based environment, simply submit a written request to the Communications Department. Requests should be directed to Olentangy Local School District, Attn: Communications Department, 7840 Graphics Way, Lewis Center, Ohio 43035, (740) 657-4050.

RELEASE OF STUDENT PHOTOS, MEDIA INTERVIEWS

During the year, the Olentangy Local Schools often have the opportunity to film and photograph students in a variety of school-related activities. Student recognition programs, academic and fine arts programs are a few examples of these activities.

As such, these videos and photographs may be used in communication tools such as the district newsletter, district website and community ~~postcard~~ publications and in communications with the media such as allowing interviews or photographs with students. The district reserves the right to deny media requests for student interviews at any time.

Highlighting achievements in our schools is an integral part of reporting responsibly to our community and is a way of sharing in the success of our schools and students. However, it is our primary goal to respect your privacy.

Parents have the right to submit a written request to the Communications Department directing the district not to release directory information, including the information as listed above. The written request or any questions should be directed to the Communications Department, Olentangy Local School District, 7840 Graphics Way, Suite 100, Lewis Center, Ohio 43035, (740) 657-4050.

RELEASE OF STUDENT RECORDS

The Family Educational Rights and Privacy Act (FERPA) affords parents and students 18 years or older certain rights with respect to the student's education records. These rights, which are fully explained in Olentangy Board of Education Policy and ~~Regulations~~ Guideline 8330-Student Records include:

- The right to inspect and review the student's education records.
- The right to request the amendment of the student's education records that are believed to be inaccurate and the right to a hearing if the request is not honored.
- The right to file a complaint with the U.S. Department of Education regarding an alleged violation of FERPA.
- The right to consent to the disclosure of personally identifiable information within the student's records, unless disclosure is otherwise authorized by law or unless disclosure is made to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
- The following is designated as "**directory information**," which may be disclosed without prior written consent: a student's name; address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, height and weight, if a member of an athletic team, dates of attendance, date of graduation, and awards received.

Parents have the right to submit a written request to the Communications Department, preferably within two weeks after the first day the student is enrolled in a school year, directing the district not to release directory information concerning their child to third parties. Examples of third parties include PTOs, Booster organizations and the media. According to Ohio Revised Code, public schools are prohibited from releasing directory information to third parties who intend to use the information for profit-making ventures. The written request or any questions should be directed to the Communications Department, Olentangy Local School District, 7840 Graphics Way, Lewis Center, Ohio 43035, (740) 657-4050.

RIGHTS REGARDING SURVEYS

Under the Protection of Pupil Rights Amendment (PPRA), parents have the right to prohibit their child from participating in surveys.

Rights afforded parents include:

- to inspect for a time period of two weeks, upon request, a survey created by a third party before the survey is administered or distributed by a school to students;
- to know of arrangements to protect student privacy in a survey, including the right to opt out, if it includes questions regarding political affiliations, religious practices or other questions as outlined in PPRA;
- to receive reasonable notice at the beginning of each school year that their child may be involved in Board-approved third party surveys.

Parents/Guardians will be contacted by the school district in advance of any survey being distributed to their student (~~OLSD~~ Policy 2416-Student Privacy & Parental Access to Records and 8330-Student Records).

STAFF GIFTS

The Board of Education considers the presentation of gifts to professional staff members by students and their parents an undesirable practice because it tends to embarrass students with limited means and gives the appearance of currying favor. Such compensation includes, but is not limited to, cash checks, stocks, or any other form of securities, gifts and other such things of value (more than $25).

The superintendent may approve acts of generosity to individual staff members in unusual situations. However, at no time may a staff member accept compensation from any other source, other than the Board, for the performance of his/her duties, any other act or service in his/her public capacity, for the general performance of the duties of his/her public employment, or as a supplement to his/her public compensation.

UNAUTHORIZED USE OF THE BUILDING

Students are not to remain at school after dismissal unless they are part of a school activity supervised by a teacher, adviser or coach. Any student using the building without authorization and supervision will be referred to the local police authorities. No students will be permitted to use the building when school is not in session without authorization and supervision and will be subject to school disciplinary action. Students who remain after dismissal to use outdoor recreational facilities do so at their own risk. The school district assumes no responsibility for them. These students are not permitted to re-enter the building.

DRAFT

VALUABLE PERSONAL PROPERTY

The school will NOT accept responsibility for the loss, damage, or theft of personal property. ~~Personal~~ Valuable personal property is to be left at home. Electronic items are to be turned off, kept out of sight, and not used during the school day unless authorized by building policy. The use of any personal property that is contrary to building policy may result in disciplinary action and confiscation of the item(s). At the building leadership's discretion, confiscated items may only be returned to a student's parent or guardian.

VISITORS

We welcome visitors to our school. You must enter through the front door and sign the visitor register. You are also required to wear visitor identification. To maintain the high quality of our educational program we ask that parents give the teacher advance notice and classroom visits be limited to approximately 30 minutes. Visitors are subject to our school visitor's policy 9150.

If there is a valid reason that a visitor must come to school with one of our students, this will be considered by the principal or assistant principal. The student must submit a *Request for Student Visit* form three school days prior to the visit and must be responsible for the behavior of the visitor while at school. The visitor is to sign-in at the school office.

VOLUNTEERS

Certain programs and activities can be enhanced through the use of volunteers who have particular knowledge or skills that will be helpful to staff members responsible for the conduct of those programs and activities. Each volunteer is required to abide by all board policies and district guidelines while on duty as a volunteer (including, but not limited to, the volunteer's obligation to keep confidential and not release or permit access to any and all student personally identifiable information to which s/he is exposed except as authorized by law). Furthermore, all volunteers who work or apply to work unsupervised with children on a regular basis will need to display appropriate behavior at all times, and they may be required to provide a criminal records check prior to their service. For additional information, please refer to ~~OLSD policy~~Policy 3120.09-Volunteers or contact your building secretary.

CO/EXTRA CURRICULAR ACTIVITIES

EXTRA-CURRICULAR ACTIVITIES

Extra-curricular activities are available to high school or community students who meet eligibility requirements. Students should be attentive to announcements of meetings for these activities. Students may be removed from these activities for violations of the Code of Conduct. Participation in these activities is a privilege and not a right, and students may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights in accordance with Board Policy 5610.05-Prohibition From Extra-Curricular Activities.

DRAFT

ATHLETIC ELIGIBILITY

According to the Ohio High School Athletic Association (OHSAA), for a student to be eligible, he/she must be passing subjects the preceding nine-week grading period that earn a minimum of five credits or its equivalent toward graduation. All grades must, when combined, result in a GPA of at least 1.5, based on a 4.0 scale. Furthermore, they must be enrolled in 5 classes, not including physical education/activity courses, during the 9 weeks in which they are a participant. An athlete will be eligible or ineligible for the next grading period beginning with the fifth school day after the end of each grading period. Eligibility or ineligibility would remain until the fifth school day after the end of the next grading period. All incoming freshmen need to have passed at least five classes and attained at least a 1.5 GPA during the previous grading period.

***Important note: See the Athletic Handbook or OHSAA for details about athletic rules and regulations.*

PAY TO PARTICIPATE

Olentangy Local Schools has adopted a policy that requires an $80 fee per sport for participation in interscholastic athletics. Please refer to the Athletic Handbook or on the district's website for the fee structure. There is also a $25 fee for participation in co-curricular or extracurricular activities. The student fees are to defray only a part of the expenses of our activity programs. Fees for activity participation are to be assessed for one full year.

Payments should be made in full by credit card online or by cash/check/money order to the school office. To view your fee account and make payments online, please go to your PowerSchool parent account and select *Lunch and Fee Payments*. If you are paying by check, please make it payable to "Olentangy Local Schools." We appreciate your prompt attention to school fees. For athletics, all fees are non-refundable after the first game and paying the fee does not guarantee an athlete's playing time. The payment deadline is before the first scrimmage or game. The athlete may not be allowed to participate until the fee or any previously owned pay-to-participate fees are paid.

If you receive a notice from your bank about a non-sufficient funds check, contact Nexcheck at (800) 639-2435.

Students with carryover delinquent fees of <u>any kind</u> from the previous school year are precluded from participation in fall extracurricular activities. Delinquencies in the current school year will preclude the student from participating in winter and spring extracurricular activities. Eligibility will be restored once all fees have been paid, or a payment plan has been established and the first payment has been received.

SCHOOL CLUBS AND ORGANIZATIONS

The clubs at Olentangy appeal to a variety of interests and are available to high school or community students. It is hoped that each student can find an outlet for expression in one or more of these organizations. Students can request information regarding specific clubs and organizations by visiting the main office.

OLENTANGY LOCAL HIGH SCHOOLS

Olentangy High School
675 Lewis Center Road
Lewis Center, OH 43035
740-657-4100

Olentangy Berlin High School
3140 Berlin Station Road,
Delaware, OH 43015
740-657-5900

Olentangy Liberty High School
3584 Home Road
Powell, OH 43065
740-657-4200

Olentangy Orange High School
2840 East Orange Road
Lewis Center, OH 43035
740-657-4100

OLENTANGY PROGRAMS

Olentangy Academy: STEM/ACT
774 Graphics Way
Lewis Center, OH 43035
740-657-5800

OASIS
814 Shanahan Road
Lewis Center, OH 43035
740-657-4331

DRAFT

OLENTANGY | LOCAL SCHOOLS

2018-19

ATHLETIC HANDBOOK

FOR STUDENTS, PARENTS AND COACHES

Last Adoption Date: May 17, 2018

A MESSAGE FROM THE ATHLETIC DIRECTORS

This handbook is being presented to you because your son or daughter desires to participate in interscholastic athletics at Olentangy Local Schools. You have also expressed your willingness to permit him or her to compete. Your family's interest in this phase of our school program is gratifying. We believe that participation in sports provides a wealth of opportunities and experiences that assist students in personal growth and development.

The Olentangy Local School District is interested in the development of young men and women through athletics. We feel that a properly controlled, well-organized sports program meets students' needs for self-expression, mental alertness and physical growth. It is our hope to maintain a program that is sound in purpose and will further each student's educational maturity.

Likewise, we believe that you have committed yourselves to certain responsibilities and obligations as a parents or guardians of an athlete. We would like to take this opportunity to acquaint you with specific policies that are necessary for a well-organized program of athletics.

It is the role of the Athletic Department to make rules governing interscholastic competition. These rules need broad based community support to be fully effective. This is achieved only through communication between the Athletic Department and the parents or guardians of our athletes. It is our hope to accomplish this objective through this athletic handbook for students, parents and coaches.

Yours in scholarship, sportsmanship and success,

High School Athletic Directors and Middle School Athletic Managers

TABLE OF CONTENTS

A MESSAGE FROM THE ATHLETIC DIRECTORS 2
Table of Contents 3
STATEMENT OF ATHLETIC PHILOSOPHY 5
ATHLETIC GOAL AND OBJECTIVES 5
RESPONSIBILITIES OF AN OLENTANGY DISTRICT ATHLETE 6
SPORTSMANSHIP PHILOSOPHY AND GUIDELINES 7
- Overview 7
- Players / Cheerleaders 8
- Spectators 8
- Student Managers / Statisticians / Trainers 9
- Ejection of Players / Cheerleaders / Student Managers / Student Trainers from Athletic Contests 9
- Coaches 10
- Ejection of Coaches from Athletic Contests 10
- Procedure to Resolve Parent/Coach Disagreements 11

ATHLETIC CODE OF CONDUCT AND EXPECTATIONS 12
- Citizenship Policy 12
- Conduct of Athletes 12
- School Discipline Referral 12
- Right to Appeal a Suspension 13
- Prohibition Against Discrimination 13

ATHLETIC ALCOHOL, TOBACCO, AND DRUG PREVENTION GUIDELINES 14
- Principles and Philosophies 14
- Definitions 14
- Possession / Use of Alcohol, Controlled Substances / Mood-Altering Chemicals and Tobacco 15
- Selling / Attempting to Sell Alcohol, Trafficking in Controlled Substances / Mood-Altering Chemicals 16
- Voluntary Referral Opportunity 16

RANDOM URINE DRUG TESTING OF OLENTANGY DISTRICT HIGH SCHOOL STUDENTS PARTICIPATING IN INTERSCHOLASTIC SPORTS 18
- A Statement of Need and Purpose 18
- Supporting Data 18
- Definitions 18
- Procedures 19
- Due Process 23

ACADEMIC REQUIREMENTS 24
- Students Enrolled in Grades 9-12 24
- Students Enrolled in Grades 7-8 24
- Additional Academic Standards for Grades 7-12 25

OTHER O.H.S.A.A. ELIGIBILITY REQUIREMENTS 26
Age Limitation – Ohio High School Athletic Association Rule 26
Residence and Transfer Requirements 26
ATHLETIC DEPARTMENT POLICIES 27
Athletic Participation/Concussions 27
Attendance Policy 27
Awards 28
Banquet 28
Cancellations Due to Weather 28
Conflicts with Extra-Curricular Activities and Academics 29
Equipment 29
Failing to complete a season 29
Game Day Participation 30
Hazing, Harassment, Intimidation, Bullying, and sexual harassment 30
Home-Educated Student Participation (Eligibility for Chartered or Nonchartered Nonpublic Schools) 32
Individual Coach's Rules 32
Insurance 32
Lockers 32
Parental Acknowledgment of Athletic Policies 33
Pay to Participate 33
Required Forms 33
Risk of Participation 34
Salary of Coaches 34
Social Media Policy 34
Transportation 34
Two-Sport Participation 34
Uniforms 34
COLLEGE INFORMATION 35
Prospective Student Athletes – NCAA Clearinghouse Rules 35

OLENTANGY LOCAL SCHOOLS

7840 Graphics Way

Lewis Center, OH 43035

740-657-4050

http://www.olentangy.k12.oh.us

STATEMENT OF ATHLETIC PHILOSOPHY

The Olentangy Local School District's athletic program should provide a variety of experiences to aid in the development of favorable habits and attitudes in students that will prepare them for adult life in a democratic society.

The interscholastic athletic program shall be conducted in accordance with existing Board of Education policies, rules and regulations. The board discourages any and all pressures that might tend to neglect good sportsmanship and good mental health. The athletic program must at all times be conducted in such a way as to justify it as an educational activity.

If an unusual or extreme circumstance warrants it, exception to athletic policies may be made at the discretion of the superintendent of schools. The superintendent may only make an exception within the applicable regulations of the Ohio High School Athletic Association (OHSAA) and the statutes of the State of Ohio.

ATHLETIC GOAL AND OBJECTIVES

GOAL
The student shall become a more effective citizen in a democratic society.

SPECIFIC OBJECTIVES

1) To learn teamwork – To work with others in a democratic society, an individual must develop self-discipline, respect for authority and the spirit of hard work and sacrifice. Athletes must place the team and its objectives higher than personal desires.
2) To have fun – the main reason people participate in sports and games
3) To be successful – Our society is very competitive. We do not always win, but we succeed when we continually strive to do so. You can learn to accept defeat only by striving to win with earnest dedication. Develop a desire to excel.
4) Sportsmanship – To accept success and defeat like a true sportsman, knowing you have done your best. We must learn to treat others as we would have others treat us. We need to develop desirable social traits, including emotional control, honesty, cooperation and dependability.
5) To improve – Continual improvement is essential to good citizenship. As an athlete, you must establish a goal and constantly try to reach that goal. Try to better yourself in the skills involved and in those characteristics set forth as being desirable.
6) Enjoy athletics – It is necessary to acknowledge all of the personal rewards we derive from athletics and to give sufficiently of ourselves in order to preserve and improve the program.
7) To develop desirable personal health habits – To be an active, contributing citizen, it is important to obtain a high degree of physical fitness through exercise and good health habits and to develop a desire to maintain this level of physical fitness after formal competition has been completed.

RESPONSIBILITIES OF AN OLENTANGY DISTRICT ATHLETE

Being a member of an Olentangy Local School District athletic team is the fulfillment of an early ambition for many students. The attainment of this goal carries with it certain traditions and responsibilities that must be maintained. A great athletic tradition is not built overnight. It takes the hard work of many people over the years. As a member of an interscholastic squad, you have inherited a wonderful tradition, a tradition you are challenged to uphold.

Our tradition has been to win with honor. We desire to win, but only with honor to our athletes, our school and our community. Such a tradition is worthy of the best efforts of all concerned. Over many years our squads have achieved numerous league and tournament championships. Many individuals have set records and won all-conference and all-state honors.

It will not be easy to contribute to such a great athletic tradition. When you wear your school colors, we assume that you not only understand our traditions, but also are willing to assume the responsibilities that go along with them. However, your contributions should be personally satisfying to you.

- **Responsibilities to Yourself -** The more important of these responsibilities is to broaden yourself and develop strength and character. You owe it to yourself to get the greatest possible good from your school experiences. Your studies and your participation in other extra-curricular activities, as well as in sports, prepare you for life as an adult.

- **Responsibilities to Your School -** Another responsibility you assume as a team member is to your school. Olentangy Local Schools cannot maintain its position of having outstanding programs unless you do your best in the activities in which you participate. You should participate in athletics to the best of your ability; you are contributing to the reputation of your school.

  You assume a leadership role when you are on an athletic squad. The student body and citizens of the community know you and will judge our school by your conduct and attitudes, both on and off the field. Because of this leadership role, you can contribute greatly to school spirit and community pride. Make Olentangy proud of you and your community proud of your school by your faithful exemplification of these ideals.

- **Responsibilities to Others -** As a team member, you also bear a heavy responsibility to your home. You should always strive to make your family proud. You must measure up to all of the training rules. You should practice and play to the best of your ability every day.

  The younger students in the Olentangy district are watching you. They will copy you in many ways. Set good examples for these students.

SPORTSMANSHIP PHILOSOPHY AND GUIDELINES

OVERVIEW

The Olentangy Local Schools Athletic Department believes that interscholastic competition involving member schools of the Ohio High School Athletic Association (OHSAA) should be governed by the basic principles of good sportsmanship. This document has been prepared to insure that all participants have a common understanding of those basic principles.

We believe that participation is as important as winning. We believe that students should be coached to play to the best of their ability and to understand that to play well is to play honorably. The promotion of sportsmanship is the obligation of all school personnel (principals, athletic directors and coaches) and is directed to the behavior of spectators, coaches and players. An additional component to consider is coaches' ethics. We believe the development of good sportsmanship through the practice of ethical behavior and moral reasoning is one of the acknowledged objectives of interscholastic athletics.

We, therefore, expect school administrators, coaches, athletes, cheerleaders and spectators to know and embrace the following fundamentals of sportsmanship:

1) Respect should be demonstrated for athletic opponents and for their school at all times. Olentangy should treat visiting teams and their supporters as guests and accord them the consideration everyone deserves. Visiting schools should respect the property and dignity of their host school and its athletic teams.

2) Respect should be demonstrated for the officials at all times. As impartial arbiters who are trained to do their jobs to the best of their ability, officials should be given respect and an attitude of good sportsmanship regardless of the outcome of the contest.

3) Knowledge of and a proper respect for the current rules of the contest should guide the behavior of all participants. Rules are essential for a fair contest. Good sportsmanship suggests the importance of conforming to the rules.

4) All participants should strive to maintain self-control at all times. The desire to win cannot be accepted as a reason for irrational behavior. A proper perspective must be maintained by all if the potential educational values of athletic competition are to be realized.

5) All participants should learn to recognize and appreciate skill in performance regardless of school affiliation. Recognition of the good performance of an opponent is a demonstration of generosity and good will that is encouraged in all member schools. In order for good sportsmanship to prevail, it is essential that all participants understand their individual responsibilities and expected modes of behavior before, during and after contests.

PLAYERS / CHEERLEADERS

Because athletes are admired and respected, they exert a great deal of influence over the actions and behavior of spectators. It is important that they embrace the following behaviors:

1) Treat opponents with the respect that is due them as guests and as fellow human beings.
2) Shake hands with opponents and wish them a good game when appropriate.
3) Exercise self-control at all times, accepting the judgment of the officials as just that, the best judgment they could make given what they know and see. Never argue or make gestures indicating lack of respect for the officials' judgment.
4) Accept both victory and defeat with pride and compassion. Congratulate opponents in a sincere manner following either victory or defeat.
5) Accept seriously the responsibility and privilege of representing the school and community.
6) Athletes must follow team rules established by coaches as well as the ***Code of Conduct*****.**

Athletes are to refrain from the following inappropriate behaviors:

- Taunting officials, opponents or spectators
- Violation of bench rule: If an athlete leaves the bench area and is involved in an altercation on the playing field/area, the athlete will be suspended for two contests. The suspension should include non-conference and tournament games and should carry over into the next sports season if it occurs at the end of a sports season. **If an athlete leaves the bench area and is involved in an altercation in the stands**, **the athlete will be suspended from contests for one calendar year.**
- Racial, sexist, or abusive comments or actions directed at others will not be tolerated and will result in suspension and additional school consequences.
- Damage/destruction of school property
- Theft of school or personal property

Disciplinary actions include:

1) Denial of participation in an event
2) Removal from contest
3) Suspension for a portion of the season
4) Restitution
5) Conference/hearing with school official
6) Violations of the ***Code of Conduct*** may result in school discipline

SPECTATORS

Spectators, by their behaviors and reactions, play an important role in their school's reputation for sportsmanship. Spectators should be reminded and should keep in mind that athletes are friendly rivals as members of opposing amateur teams. They are expected to be treated as such. Spectators should be reminded, too, that the contest should be between the teams engaged in the competition and not between their supporters. It is important that all spectators embrace the following:

1) Know and demonstrate the fundamentals of sportsmanship.
2) Respect, cooperate and respond enthusiastically to the cheerleaders, coaches and athletes of all teams.

3) Censure fellow spectators whose behavior is inappropriate.
4) Be positive toward players and coaches regardless of the outcome of the contest.
5) Respect the judgment and the professionalism of the officials and coaches.

Spectators are to refrain from inappropriate behaviors:

- Verbal/physical abuse of officials and coaches
- Profanity, and/or racial, sexist, or abusive comments or actions directed at officials, opponents, coaches, or team representatives will not be tolerated and will result in removal from contest.
- Berating players, coaches or other spectators through chants, signs and/or cheers
- Interruption of contest by behaviors such as throwing objects on the playing area, entering the playing area and/or disruptive behavior

Disciplinary actions include:

1) Removal from contest
2) Conference/hearing with school officials
3) Removal from future athletic contests
4) Violations of the ***Code of Conduct*** may result in school discipline.
5) **Entering the playing area may result in a suspension from all athletic contests for one calendar year from the event**

STUDENT MANAGERS / STATISTICIANS / TRAINERS

These individuals are considered participants of the sporting event and should follow the same guidelines as players and cheerleaders for their sport.

EJECTION OF PLAYERS / CHEERLEADERS / STUDENT MANAGERS / STUDENT TRAINERS FROM ATHLETIC CONTESTS

By adoption of the OHSAA, any student ejected from an interscholastic contest for unsportsmanlike conduct or a flagrant foul shall be ineligible for contests for the remainder of that day as well as for all contests in that sport until two (2) regular season/tournament contests are played at the same level as the ejection (one contest in football). If the ejection occurs in the last contest of the season, the student shall be ineligible for the same period of time as stated above in the next sport in which the student/athlete participates. A student under suspension may not sit on the team bench, enter the locker room or be affiliated with the team in any way traveling to, during or traveling after the contest(s).

A student who has been ejected for unsportsmanlike conduct for the second time shall be suspended for the remainder of the season in that sport. A student who has been ejected for unsportsmanlike conduct for the second time in the season during the last contest shall be ineligible for a period of time/number of contests subject to the discretion of the commissioner. The period of ineligibility shall commence during the next sport in which the student participates.

It is the responsibility of the local school authorities to ensure that this regulation is enforced. When an ineligible player is allowed to participate, forfeiture of the contest is mandatory. This regulation shall apply to all regular season and tournament contests and shall in no way limit the discretionary authority of the commissioner as specified in the OHSAA Tournament Regulations. **In accordance with OHSAA**

Bylaw 8-3-1, the decisions of contest officials are final.

Olentangy Local Schools believe that each participant should be committed to upholding the ideals of good sportsmanship put forth in this document. It is in this spirit that the suggested disciplinary actions are proposed. Olentangy Local Schools also recognizes the importance of communication and cooperation between school officials when incidents of inappropriate behavior arise.

COACHES

The coaches bear the greatest responsibility for the development of sportsmanship as they have the greatest influence on the attitudes and behaviors of players, the student body and the community. Coaches must value sportsmanship and teach it through their words and through example. Therefore, coaches should embrace the following appropriate behavior:

1) Shall establish team rules beyond the ***Code of Conduct***
2) Teach the value of conforming to the rules
3) Instill team discipline and sportsmanship with appropriate consequences for team members who display inappropriate behavior
4) Instruct their players in the fundamentals of sportsmanship
5) Respect the officials' judgment and interpretation of the rules
6) Demonstrate publicly the ideals of good sportsmanship by such acts as shaking hands with officials before contests and with opposing coaches before and after contests

Coaches are to refrain from the following inappropriate behaviors:

- Use of profanity
- Ejection from contest
- Berating officials or players
- Inciting spectators/players to inappropriate behavior

EJECTION OF COACHES FROM ATHLETIC CONTESTS

By adoption of the OHSAA, any coach ejected from an interscholastic contest for unsportsmanlike conduct shall be suspended from coaching in contests for the remainder of that day as well as for all contests in that sport until two (2) regular season/tournament contests are played (one contest in football). If the ejection occurs in the last contest of the season, the coach shall be ineligible for the same period of time as stated above in the same sport during the following season in the next school year.

A coach who has been suspended from coaching may attend the contest, but must be seated in the spectator area and may not give instructions to the players or to the individual who has been assigned to coach the team any time prior to or during the contest, including half-time or any intermission. A suspended coach shall not travel with the squad to an away contest.

A coach who has been ejected for unsportsmanlike conduct for the second time shall be suspended indefinitely and required to attend a mandatory conference with the commissioner at the OHSAA headquarters. The principal of the school shall be required to attend this conference as well. Any penalty shall be determined in accordance with OHSAA Bylaw 12.

This regulation shall apply to all regular season and tournament contests and shall in no way limit the discretionary authority of the commissioner as specified in the OHSAA Tournament Regulations. In accordance with OHSAA Bylaw 8-3-1, the decisions of contest officials are final.

PROCEDURE TO RESOLVE PARENT/COACH DISAGREEMENTS

Whenever a complaint is made directly to the Board as a whole, a Board member as an individual, the Superintendent, Principal or other administrator, it will be referred to the appropriate building administrator. A coach who is the object of a complaint will be informed promptly.

A. Step No. 1 - Direct Conversation

If a parent (complainant) has a disagreement or misunderstanding with a coach, the complainant should address the concern to the specific coach directly involved with the circumstances surrounding the concern. The coach will meet with the parent as soon as possible, but in no case longer than five calendar days after the coach has been notified of the concern (subject to change by mutual agreement).

B. Step No. 2 - Fact and Possible Resolution

If the complainant or the coach is not satisfied with the outcome of Step No. 1, or the complainant or coach is unwilling to meet independent of an administrator, a meeting with the coach, middle school athletic manager, or high school athletic director and complainant will be arranged at a mutually convenient time, but in no case more than five calendar days after the meeting in Step No. 1. This step is to be informal and verbal. No further action will be taken beyond Step No. 2 unless the complainant submits in writing a signed and dated statement of facts giving rise to this concern, the name of the coach involved and the remedy sought.

C. Step No. 3 - Formal Process

If a complainant's concern is not satisfactorily resolved at either the first or second level, the complainant should then refer this concern to the principal in writing. At that time another meeting will be arranged at the convenience of the complainant and coach directly concerned, but in no case more than ten calendar days (subject to change by mutual agreement). The coach has the right to be at all meetings with or without a representative as he/she so determines.

D. Dispositions

Dispositions at Step 3 will be sent in writing to all parties within ten calendar days of the meeting with reasons stated.

E. Decision

The decision of the principal is final.

Students will be further informed that participation in interscholastic sports is a privilege and not a right, and that they may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights (See Policies 2431-Interscholastic Athletics and 5610.05 - Prohibition From Extra-Curricular Activities).

ATHLETIC CODE OF CONDUCT AND EXPECTATIONS

CITIZENSHIP POLICY

All athletes shall abide by a ***Code of Conduct*** that will earn them the honor and respect that participation and competition in the interscholastic program affords. Any conduct that results in dishonor to the athlete, the team or the school will not be tolerated. Acts of unacceptable conduct such as, but not limited to, theft, vandalism, disrespect, immorality or violations of law that tarnish the reputation of everyone associated with the school will not be tolerated.

CONDUCT OF ATHLETES

The conduct of an athlete is closely observed in many areas of life. It is important that your behavior be above reproach in all of the following areas:

1) **In the classroom** - Strong academics reinforce strong athletics. As an athlete, you must plan your schedule so that you give sufficient time and energy to your studies. In addition to maintaining strong academics, an athlete should give respectful attention to classroom activities and show respect for other students and faculty at all times.

2) **On the field** - In the area of athletic competition, a true athlete does not use profanity or illegal tactics and understands that losing is part of the game. You should be gracious in defeat and modest in victory. It is always courteous to congratulate the opponent on a well-played game after the contest, whether in defeat or victory.

SCHOOL DISCIPLINE REFERRAL

Any student referred to the office for a rules violation may be denied the privilege of participation in all athletic activities for a period determined by either the principal, athletic director or head coach.

When school personnel learn that a student has violated or is suspected to have violated any rule, the athletic director, principal or principal's designee shall be notified immediately. The investigation shall be initiated within 72 hours of notification.

The student may be temporarily removed from an athletic contest and/or practice by the principal or principal's designee, athletic director, coach or faculty manager responsible for supervision of that activity.

Violations shall be determined based on the totality of all reasonable available evidence. The building principal or principal's designee shall have the authority to hear testimony, receive sworn statements and evidence and take any other reasonable actions necessary to reach a decision.

The building principal or principal's designee will inform the student and attempt to inform parents of the disciplinary action.

RIGHT TO APPEAL A SUSPENSION

When a student is being considered for a suspension or denial from participation from a team by the principal, athletic director, coach, or other administrator:

- The student will be informed of the potential suspension or denial of participation and the reasons for the proposed action. The student may be afforded an opportunity for an informal hearing to challenge the reason for the intended suspension or denial of participation and to explain his/her actions. An attempt will be made to notify parents or guardians by telephone if a suspension or denial of participation is issued.

- Suspensions may be appealed to the appropriate chain of command: coach, athletic director, and then building principal.

- The student **may practice but may not participate** during an appeal in any official contest pending the outcome of the hearing conducted by the principal. The decision of the principal is final.

- Students will be further informed that participation in interscholastic sports is a privilege and not a right, and that they may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights (See Policies 2431-Interscholastic Athletics and 5610.05 - Prohibition From Extra-Curricular Activities).

PROHIBITION AGAINST DISCRIMINATION

The Olentangy Local School District is committed to having an environment free from all discrimination, including harassment, intimidation, or bullying on the basis of race, color, ~~or~~ national origin, sex (including sexual orientation and transgender identity), disability, age, religion, ancestry, or genetic information. The district prohibits harassment, intimidation, or bullying on in the school environment, including all academic, extracurricular and school-sponsored activities. A student who violates this prohibition will be subject to the potential penalties set forth in the DISCIPLINE section of this handbook.

A staff member, any student or student's parent or legal custodian who believes that a student has been subjected to harassment, intimidation, or bullying on the basis of race, color ~~or~~ national origin, sex (including sexual orientation and transgender identity), disability, age, religion, ancestry, or genetic information may seek resolution of his/her complaint through the district's complaint procedures.

The District employee responsible for receiving and/or investigating reports of harassment on the basis of race, color or national origin, including the investigatory report, who is referred to in this police as the Anti-Harassment Complaint Coordinator ("Complaint Coordinator") is:

Randy Wright
Chief of Administrative Services
Randy_Wright@olsd.us
740-657-4012

For more information about the district's prohibition against discrimination and complaint procedures, please see Board Policies 5517, 5517.01, 5517.02, and 5517.03.

ATHLETIC ALCOHOL, TOBACCO, AND DRUG PREVENTION GUIDELINES

PRINCIPLES AND PHILOSOPHIES

The policy is designed to help students and parents cope with drug, alcohol and tobacco use. Therefore, the policy is in place to provide guidelines for each student/family to receive assistance as needed.

- Participation in athletics is a privilege, not a right. Students are in a highly visible setting of leadership and/or competition/performance. Therefore, students will be held to a higher accountability of conduct and behavior than the student who chooses neither to participate nor to represent Olentangy Schools.

- The responsibility of an athlete to his/her fellow athletes is a year-round commitment and does not end with the season. Therefore, this policy is in effect for all four years of a student's high school career or all years of a student's middle school career and is enforced all twelve months of the year.

The expectations and consequences are in effect and ***will be enforced for twelve (12) months of the year*** and may carry over to the next season of participation. Consequences will be cumulative during middle school years and then high school years. (High school begins the day after completion of the middle school year.)

DEFINITIONS

- **Assessment & Follow-Up Program** – A program operated by a certified chemical dependency counselor or at agency by the Ohio Department of Alcohol and Drug Addiction Services or a licensed physician trained in chemical dependency
- **Athletic Director** – The individual hired by the school or district to oversee all athletic programs of the school or district
- **Athletic Year** – Beginning July 1st of upcoming year and continuing for 365 days thereafter
- **Banned Substance** – A substance defined by school policy as being banned from use by students
- **Code of Conduct** – Anything in this handbook
- **Controlled Substance** – A drug, compound, mixture, preparation or substance included in Schedule I, II, III, IV or V established pursuant to the Ohio Revised Code
- **Counterfeit or Look-Alike Drug** –
    - Any drug that bears or whose container or label bears a trademark, trade name or other identifying mark used without authorization of the owner or rights to such trademark, trade name or identifying mark
    - Any unmarked or unlabeled substance that is represented to be a controlled substance/mood-altering chemical, manufactured, possessed, packed or distributed by a person other than the person that manufactured, processed, packed or distributed it
    - Any substance that is represented to be a controlled substance/mood-altering chemical, but is not a controlled substance/mood-altering chemical or is a different controlled substance/mood-altering chemical
    - Any substance other than a controlled substance/mood-altering chemical that a reasonable person would believe to be a controlled substance/mood-altering chemical because of its similarity in shape, size and color or its markings, labeling, packaging, distribution or the price for which it is sold or offered for sale

- **High School Career** – The day after completion of middle school, through graduation or the completion of the athlete's career representing their high school, whichever is later
- **Illicit Substance** – A drug classified by the Drug Enforcement Administration (DEA) as being available only by prescription from a physician or classified as being controlled and having no therapeutic use
- **Mood-Altering Chemicals** – Includes, without limitation, narcotics, depressants, stimulants, hallucinogens, counterfeit drugs, marijuana, alcohol and any common substance such as "*Wite Out*", glue, gasoline, etc. used for its mood-altering affect- prescription drugs are included in this unless authorized by a medical prescription from a licensed physician and kept in the original container. This container shall state the student's name and the directions for proper use.
- **Possession** – Having control over an event (such as a party) or substance. This may not be inferred solely from mere access to the thing or substance
- **Paraphernalia** – Spoons or kits and any other items normally or actually used for the packaging, conveyance, dispensation or use of drugs will not be permitted on any school property or vehicle and will be subject to confiscation. Possession of drug paraphernalia will be treated the same as possession of a controlled substance
- **Student Athlete** – A qualified student participating on a sanctioned athletic team as defined by the State Athletic Association-this will include cheerleaders as well
- **Tobacco** – All types of tobacco products, including smokeless products which contain nicotine. This includes, but is not limited to, vapor oils or similar products used in vapor pens
- **Trafficking –** Sell, offer to sell, distribute, possess with intent to distribute, cultivate, manufacture or otherwise engage in any part of the production of a controlled substance
- **Transmission –** The action or process of giving a controlled substance to another individual

POSSESSION / USE OF ALCOHOL, CONTROLLED SUBSTANCES / MOOD-ALTERING CHEMICALS AND TOBACCO

A. First Offense

1) Loss of any leadership position in athletic activities for one calendar year from the date of the offense. Future leadership positions are at the discretion of the head coach.
2) A letter shall be put in the athlete's file that advises the athlete of the violation and informs the athlete of the consequences of further violations. A copy of this letter will be mailed to the parent or guardian.
3) The athlete will be denied the privilege of participating on the team for fifty percent (50%) of the total contests (excluding Scrimmages), rounded up to the next whole contest in which the team engages for the entire season. Participation denotes competing in events against outside competition at all levels (varsity, junior varsity, freshman and middle school levels), including dressing for contests. The athlete may practice with the team and shall attend (out of uniform) all contests for which he or she is suspended.
4) The student must also submit to weekly urine drug testing for the next five scheduled collection dates prior to being reinstated to a team or allowed to participate in the next sport season. The parent or guardian is responsible for all expenses and it is the responsibility of the student and his or her parents to keep the principal or designee apprised of the student's progress throughout this entire process. These tests will be conducted at the office of the approved vendor.
5) For infractions involving alcohol, controlled substances/mood-altering chemicals, and tobacco the denial period may be reduced to twenty-five percent (25%) of the scheduled contests (excluding

scrimmages), rounded up to the next whole contest if the athlete participates in an assessment and follow-up program. The student must set an appointment for assessment within five days of notification of the violation. The student/athlete must participate in the evaluation process to its completion and follow the counselor's recommendations. The student/athlete must waive his/her rights of confidentiality so that a written report can be prepared. The counselor must provide verification of this evaluation to the building principal or principal's designee. Any cost for the assessment and follow-up program will be the responsibility of the athlete. The principal may reinstate the athlete upon evidence of beginning an assessment and follow-up program. The principal's designee will monitor the progress of the assessment program and report to the principal any failure to comply.

6) The denial of the privilege to compete will begin with the last contest in which the athlete has been eligible to compete or the date on which a violation of the substance abuse policy has been determined.

B. Second Offense will result in denial of the privilege to participate in athletics for one calendar year from the date of suspension.

C. Third Offense will result in denial of participation in athletics for the remainder of the student's middle school or high school career.

NOTE: Students who in any way aid another student in violations involving possession/use of alcohol, controlled substances/mood-altering chemicals and tobacco will be disciplined as if he or she were the principal offender.

SELLING / ATTEMPTING TO SELL ALCOHOL, TRAFFICKING IN CONTROLLED SUBSTANCES / MOOD-ALTERING CHEMICALS

A. First Offense

1) A letter shall be put in the athlete's file that advises the athlete of the violation and informs the athlete of the consequences of further violations. A copy of this letter will be mailed to the parent or guardian.
2) Dismissal from all athletics for one calendar year from the date of suspension.
3) Information collected related to trafficking may be reported to appropriate law enforcement authorities.

B. Any Additional Offense will result in denial of participation in athletics for the remainder of the student's high school career.

NOTE: Students who in any way aid another student in violations involving possession/use of alcohol, controlled substances/mood-altering chemicals and tobacco will be disciplined as if he or she were the principal offender.

VOLUNTARY REFERRAL OPPORTUNITY

Voluntary referral must occur prior to any report of violations or selection for random urine drug testing. The student may use the option of voluntary referral once in his/her athletic or academic career at

Olentangy Local Schools.

Students have the opportunity for a voluntary referral procedure to seek information, guidance, counseling and/or assessment in regard to the use or possession of tobacco, alcohol and other controlled or non-controlled substances. Voluntary referrals may be made by the student or his/her immediate family. Voluntary referrals will not carry violation consequences on the first offense only.

Any subsequent violations will be enforced accordingly. If the student requesting the voluntary referral opportunity does not complete the assessment recommendations by the established time schedule, the violation consequence will be put into effect immediately.

For an alcohol and/or controlled substances/mood-altering chemicals referral, the student must have, within five (5) days, an appointment for an assessment with a chemical dependency counselor and notify the principal or designee of the appointment. The student must participate in the assessment process (the cost of any and all assessment will be the responsibility of the student and/or parents) and follow the counselor's recommendations to completion. If treatment or counseling is recommended it must be with an Ohio-certified chemical dependency counselor. The student must waive his/her rights of confidentiality so that verification of this assessment and a written report can be given to the principal or designee. The student will also attend an out-of-school education program approved by the school principal or designee. Confirmation of the attendance must be made to the school designee. It is the responsibility of the student and his or her parents to keep the school designee apprised of the student's progress throughout this entire process.

For a tobacco referral, the student must within five (5) days provide verification of enrollment in an out-of-school tobacco education/cessation program approved by the principal or designee. Parents must sign a release of information to the school designee so that the student's progress in the program can be followed and written verification of completion given to the designee. The student must complete the program or receive the original discipline.

RANDOM URINE DRUG TESTING OF OLENTANGY DISTRICT HIGH SCHOOL STUDENTS PARTICIPATING IN INTERSCHOLASTIC SPORTS

OVERVIEW

The procedure for initial and random drug testing of athletes is accomplished in conjunction with an independent drug testing vendor selected by the Board of Education. The vendor is provided by the athletic director a list of eligible student athletes and in turn randomly selects these students for drug testing at regular intervals. The vendor will send qualified collectors to the school who will oversee the collection of all specimens as outlined in this document. The vendor will provide Medical Review Officer (MRO) services for interpretation and verification of results. Results are reported to the building principal or designee by the MRO. If the sample is positive, the consequences as defined in this handbook are imposed and the student is offered options of participation in a drug assistance program. Additionally, the student is offered the opportunity to participate in weekly drug testing for up to five weeks before being reinstated to a team or allowed to participate in their next sport season.

A STATEMENT OF NEED AND PURPOSE

Recognizing that observed and suspected use of alcohol and illicit drugs by Olentangy Local School District students can occur, a program of deterrence will be instituted as a pro-active approach to support a drug free school. Likewise, through participation in athletics, students using illegal drugs pose a threat to their own health and safety, as well as to that of other students. The purpose of this program is (1) to provide for the health and safety of all student; (2) to undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use illegal drugs; and, (3) to encourage students who use drugs to participate in drug treatment programs; and, (4) to prevent the impact drug and alcohol use has on the learning centers of the brain, allowing students to achieve their full academic potential. It is designed to create a safe, drug free environment for student athletes and assist them in getting help when needed.

SUPPORTING DATA

Random urine drug testing of a public school interscholastic athlete is legal as determined by the United States Supreme Court in the case of Vernonia School District 47J (Oregon) v. Wayne and Judy Acton and Pottawatomie v. Earls.

DEFINITIONS

- **Vendor** - The medical office or company selected by the Board of Education to carry out the policy and procedure
- **Athletic Director** - The individual hired by the school or district to oversee all athletic programs of the school or district
- **Medical Review Officer (MRO)** - A licensed physician trained and certified in the process and interpretation of drug testing results
- **Illicit Substance** - A drug classified by the Drug Enforcement Administration (DEA) as being available only by prescription from a physician or classified as being controlled and having no therapeutic use
- **Banned Substance** - A substance defined by school policy as being banned from use by students
- **Student Athlete** - A qualified student participating on a sanctioned athletic team as defined by the State Athletic Association. This may include cheerleaders as well.
- **SAMHSA** - The Substance Abuse and Mental Health Services Administration; a governmental agency

that certifies toxicology laboratories that perform drug testing following strict guidelines and constant quality assurance programs

- **GC/MS** - Gas Chromatography/Mass Spectroscopy. A scientific process to identify specific chemical compounds. A molecular fingerprint is obtained that identifies a chemical compound with 100% accuracy
- **Quantitative Levels** - The measurement levels of a specific chemical in the urine, reported usually in nanograms per milliliter (ng/ml)
- **Chain-of-Custody Form** - A preprinted form provided by the testing laboratory that records all contact with the provided specimen. The form is initiated by the collector and donor, and then follows with the specimen until the results are certified by the testing scientist and forwarded to the MRO for final certification
- **Adulterant/Adulteration** - Any attempt to alter the outcome of a urine drug test by adding a substance to the sample, attempting to switch the sample or otherwise interfere with the detection of illicit or banned substances in the urine
- **False Sample** – a sample of urine that is not from the athlete being tested or not from the athlete on the date of the test
- **Athletic Year** – Beginning July 1st of upcoming year and continuing for 365 days thereafter

PROCEDURES

1) **Procedures for Students**

A. **Informed Consent for Testing**

At the beginning of each school year or prior to an athlete's first sports season of participation in a school year, students and parent or guardian will complete and sign the Olentangy Local Schools ***Athletic Code of Conduct and Expectations Informed Consent Agreement***. No student may participate in practice or competition until this form is properly executed and on file with the athletic director.

B. **Urine Drug Testing Frequency**

At the beginning of each sport season, as determined by the OHSAA or sanctioning organization or when a student moves into the district and joins a sport, all athletes wishing to participate in that season's sports may be subject to urine testing for illicit or banned substances as specified in this handbook. Student athletes will be randomly tested up to a bi-weekly basis anytime during the athletic year. Following completion of that season, all students will remain in the testing program. Any student who refuses to submit to urine drug testing will be considered to be in violation of this policy. Refusal to submit a sample will be considered a positive test result and the appropriate consequences will be enforced. Students will not be allowed to practice or participate in athletics until they submit a urine sample.

C. **Sample Collection**

Samples will be collected as outlined under Vendor Requirements, Paragraph 6, below. Any eligible student athlete selected randomly for urine drug testing who is not in school on the day of testing will be tested at the next available testing time. Any student unable to produce an adequate specimen of urine during the collection period, after consuming up to 16 ounces of water and waiting up to 60 minutes, will be suspected of not cooperating with the testing program and will not be allowed to practice or compete in any scheduled competitions until the required testing

is completed. Attempts to collect a sample must be completed by 5:00 p.m. on the day the student was randomly selected. Students not able to provide an adequate urine specimen at the next testing time will be viewed as refusing to test and subject to this policy's actions in that regard. Arrangements may be made for special collections at a vendor collection site with prior approval of the building principal or athletic director.

2) **Confidentiality of Results**
All drug test results are considered confidential information and will be handled accordingly. Those persons having results reported to them as set forth by this policy must sign a Confidentiality Statement (Exhibit B).

3) **Vendor Requirements**
At a minimum, the Vendor must be able to provide the following services:

A. **Random Selection of Student Athletes**
Once provided a list of eligible student athletes, the vendor must select the required number of students in a random and confidential manner. The vendor will arrange with the building principal or designee a day and time to do the collection of specimens. The schedule will not follow any recognizable pattern. Names of the selected students will be given to the athletic director, who will arrange for these students to report to the collection area.

B. **Collection of Urine Specimens**
The vendor will oversee the collection of urine specimens as outlined in the Procedures for Random Urine Drug Testing of Olentangy Local School District Students Participating in Interscholastic Sports. *Chain of Custody* forms that meet the criteria of this policy and that of the testing laboratory will be provided by the vendor. Students will be given as much privacy as possible in the obtaining of the specimen.

C. **Testing of Urine Specimens**
The vendor will have all specimens tested for the specified illicit or banned substances by a qualified laboratory certified by the Substance Abuse and Mental Health Services Administration (SAMHSA) following the guidelines of the Department of Health and Human Services (HHS). The testing laboratory should have greater than ten years of experience in toxicology testing and chain-of-custody procedures. All specimens must be initially tested using a highly accurate immunoassay technique, with all presumptive positive results then confirmed by a Gas Chromatography/Mass Spectroscopy (GC/MS) confirmatory test (understanding that no current GC/MS test is available for LSD). The testing laboratory must be able to test for the following drug classes, substances or their metabolites in collected urine specimens: Alcohol, Amphetamines, Anabolic Steroids, Barbiturates, Benzodiazepines, Cocaine Metabolites, LSD, Marijuana Metabolites, Methadone, Nicotine, Opiates, Phencyclidine, Propoxyphene and MDMA (Ecstacy). The building principal may specify specific classes or substances to be tested.

D. **Medical Review Officer (MRO) Services**
The vendor will provide MRO services by a licensed physician who is certified by the Medical Review Officer Certification Council (MROCC) or the American Association of Medical Review Officers as having proven by examination to have had the appropriate medical training to interpret and evaluate drug test results and thus qualified for certification as a Medical Review

Officer. Additionally, the MRO must demonstrate a willingness to abide by the *Procedure for Random Urine Drug Testing of Olentangy Local School District Students Participating in Interscholastic Sports* as to the evaluation of positive drug tests and reporting findings to the building principal in a timely and confidential manner. All results will be kept on file for a period of seven years.

E. **Reporting of Random Urine Test Results by Vendor**
The MRO will certify all urine drug screens as negative or positive and report positive findings by telephone in a confidential manner to the building principal or designee. The building principal will notify the athletic director that a drug test has returned positive, giving only the dates of the collection and reporting.

F. **Statistical Reporting and Confidentiality of Urine Drug Test Results**
The vendor, testing laboratory or MRO may not release any statistics on the rate of positive drug tests to any person, organization, news publication or media without expressed written consent of the Olentangy Local School District Board of Education. However, the vendor will provide the building principal with an annual report showing the number of tests performed, rate of positive and negative tests and what substances were found in the positive urine specimens.

4) **Procedures in the Event of a Positive Result**

A. Whenever a student athlete's test result indicates the presence of illegal drugs or banned substances, the athlete submits or attempts to submit a false sample, or the MRO rules the specimen adulterated, the following will occur:

1. Within 24 hours of school notification, the building principal or designee will notify the parent or guardian first, then the student, athletic director and/or designee, of any positive results. The building principal may keep all test results for a period up to one year.

2. The student will be notified and be required to submit weekly urine specimens, via the Vendor outside of the school day at the Vendor's location, for five weeks.

3. If the parent, guardian or student wishes to contest the results, the Vendor will arrange for the split portion of the specimen to be submitted to another laboratory approved by the Board of Education and/or designee for testing. This is done at parent or guardian or student expense. Such a request must be made to the building principal in writing within five working days from first notification of positive test results.

4. The MRO may use quantitative results to determine if positive results on repeat testing indicate recent use of illicit or banned substances or the natural decline of levels of the illicit or banned substance from the body. If the MRO feels the quantitative levels determined to be above the established cutoffs do not reflect current use but natural decay, then a negative result may be reported.

B. **First Positive Result**

1. Loss of any leadership position in athletic activities for one calendar year from the date of the offense. Future leadership positions are at the discretion of the head coach.

2. A letter shall be put in the athlete's file that advises the athlete of the violation and informs

the athlete of the consequences of further violations. A copy of this letter will be mailed to the parent or guardian.

3. The athlete will be denied the privilege of participating on the team for fifty percent (50%) of the regular season in which the team engages for the entire season. Participation denotes competing in events against outside competition at all levels (varsity, junior varsity, freshman and middle school levels), including dressing for contests. The athlete may practice with the team and shall attend all contests for which he or she is suspended. The denial of the privilege to compete will begin with the last contest in which the athlete has been eligible to compete or the date on which a violation of the substance abuse policy has been determined.

4. The student must also submit to weekly urine drug testing for the next five scheduled collection dates prior to being reinstated to a team or allowed to participate in the next sport season. The parent or guardian is responsible for all expenses and it is the responsibility of the student and his or her parents to keep the principal or designee apprised of the student's progress throughout this entire process. These tests will be conducted at the office of the approved vendor.

5. For infractions involving alcohol and controlled substances/mood-altering chemicals, the denial period may be reduced to twenty-five percent (25%) of the scheduled contests if the athlete participates in an assessment and follow-up program. The student must set an appointment for assessment within five days of notification of the violation. The student/athlete must participate in the evaluation process to its completion and follow the counselor's recommendations. The student/athlete must waive his/her rights of confidentiality so that a written report can be prepared. The counselor must provide verification of this evaluation to the building principal or principal's designee. Any cost for the assessment and follow-up program will be the responsibility of the athlete. The principal may reinstate the athlete upon evidence of beginning an assessment and follow-up program. The substance abuse designee will monitor the progress of the assessment program and report to the principal any failure to comply.

6. The denial of the privilege to compete will begin with the last contest in which the athlete has been eligible to compete or the date on which a violation of the substance abuse guidelines has been determined.

C. **Second Offense** will result in denial of the privilege to participate in athletics for one calendar year from the date of suspension.

D. **Third Offense** will result in denial of participation in athletics for the remainder of the student's middle school or high school career.

5) **Non-Punitive Nature of Policy**

No student athlete will be penalized academically for testing positive for illegal drugs or banned substances. The results of drug tests pursuant to these guidelines will not be documented in any of the student's academic records. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, which the Olentangy Local School District Board of Education will not solicit. In the

event of service of any such subpoena or legal process, the student and the student's custodial parent, legal guardian or custodian will be notified at least 72 hours before response is made by the Olentangy Local School Board of Education, to the extent permitted by such subpoena or legal process.

6) **Illicit or Banned Substances**
For the purpose of this policy, the following drug classes, substances or their metabolites that can be tested for are considered illicit or banned for Olentangy Local School District student athletes: Alcohol, Amphetamines, Anabolic Steroids, Barbiturates, Benzodiazepines, Cocaine Metabolites, LSD, Marijuana Metabolites, Methadone, Nicotine, Opiates, Phencyclidine, Propoxyphene and MDMA (Ecstasy).

DUE PROCESS

Each student who is in violation of the Alcohol, Tobacco and Drug Prevention Guidelines or a student who tests positive on a random drug test will be afforded due process. The student will have the right of appeal of consequences to the building principal. This must be done in writing within 24 hours of the determination of consequences.

Students will be further informed that participation in interscholastic sports is a privilege and not a right, and that they may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights (See Policies 2431-Interscholastic Athletics and 5610.05 - Prohibition From Extra-Curricular Activities).

ACADEMIC REQUIREMENTS

In order that local eligibility standards reflect a greater emphasis on classroom achievements and with participation in athletics viewed as a privilege, the following are the Olentangy Local School District policies for athletic eligibility for grades 7-12.

STUDENTS ENROLLED IN GRADES 9-12

1) A student's eligibility will be determined according to his/her GPA (grade point average) for the immediately preceding nine week grading period. Semester and final exams are not to be calculated in the nine week GPA assessment because of the comprehensive nature of exams. A student's eligibility will be determined by examining each student's nine week grade independent of prior grading periods. Students must maintain a quarterly GPA of at least 1.5 (based on a 4.0 scale).

2) In the grading period immediately preceding, a student must receive a passing grade in a minimum of five (5) one-credit courses or the equivalent, which count toward graduation.

3) Incoming freshmen must be passing a minimum of five courses taken during the final grading period of their eighth grade year to be eligible and have a GPA of 1.5 for the fourth quarter. A student may apply for a one-time GPA waiver to be used during his or her freshman year. The passage of five (5) one-credit courses must be met, per OHSAA regulations, in order to make application. Application to the athletic director may occur after the 4th quarter of the 8th grade through the 3rd quarter of the freshman year.

4) A grade of "incomplete" will be considered a failing grade until work is completed per O.H.S.A.A By-law 4-4-1, exception 3.

5) Summer School and other educational options may NOT be used to substitute for failure to meet the academic standards during the last grading period of the school year.

6) A student enrolled in credit flex courses must, at the conclusion of the high school's grading period, provide proof of "passing" their credit flex course in order for this course to be counted toward the five-one credit (or equivalent) courses used to establish athletic eligibility.

7) Students who are being home-schooled and who desire to participate in athletics and extracurricular activities must fulfill the requirements as established by the Olentangy School District related to eligibility, attendance, enrollment, and participation guidelines (please refer to policy 2431.03).

8) Year-long on-line courses may not be used to compensate for a lack of courses taken in the preceding grading period.

STUDENTS ENROLLED IN GRADES 7-8

1) In order to participate in an interscholastic sport or to cheerlead, a student must be passing five courses and have a minimum 1.5 GPA in the preceding nine week grading period.

2) A student enrolled in the first grading period after advancement from the seventh to eighth grade must have passed *a minimum of five* of *classes* during the preceding grading period in which the student was enrolled.

3) A student enrolling in the seventh grade for the first time will be eligible for the first grading period regardless of the previous academic achievement. Thereafter, in order to be eligible, a student in grade 7 or 8 must be currently enrolled in school the immediately preceding grading period and received passing grades during that grading period in *a minimum of five* of those subjects in which the student received grades.

4) Students who do not meet the minimum eligibility requirements at the end of a quarter will be ineligible to participate for the entire following quarter.

5) Individuals declared academically ineligible may not attend practices, games or travel with the team during the period of ineligibility unless approved by the head coach and administration.

ADDITIONAL ACADEMIC STANDARDS FOR GRADES 7-12

1) The eligibility or ineligibility of a student continues until the start of the fifth (5th) school day of the next grading period, at which time the grades from the immediately preceding grading period become effective. **Exception: Eligibility or ineligibility of athletes for the first grading period begins with the start of the fall sports season.**

2) The following conditions will be established for a student who is ineligible for a grading period:
   a. A student will be permitted to try out for any sport or activity in which the number of participants is restricted by team selection.
   b. With approval from the athletic director/coach and parent/guardian/custodian, a student can practice with a team or group.
   c. The student cannot participate in any athletic contest or scrimmage situations during the period of ineligibility, nor will activity fees be refunded.

3) A student who would become ineligible for two consecutive grading periods would lose all practice condition privileges and would be released from any athletic squad.

OTHER O.H.S.A.A. ELIGIBILITY REQUIREMENTS

AGE LIMITATION – OHIO HIGH SCHOOL ATHLETIC ASSOCIATION RULE

When a high school student (grades 9-12) turns 20 years of age, he/she becomes ineligible for inter-scholastic athletics. There is an exception to this regulation, so please arrange a meeting with your principal or athletic administrator to review this exception.

RESIDENCE AND TRANSFER REQUIREMENTS

If the parent' district of residence is a multiple high school public school district (like Olentangy Local Schools), the student shall be eligible only at the public high school which is located in the attendance zone within which the parents' residence is located.

There are many complicated rules governing residence. Generally an athlete's parents or legal guardian must live in the Olentangy Local School District for the student to be eligible. If you have a residency or transfer question, discuss it with the principal/athletic director. All school district and O.H.S.A.A. by-laws apply.

O.H.S.A.A. transfer bylaws (section 7) have been developed which permits a student to become eligible to participate in interscholastic athletics when moving from one school district to another, from a private school to a public school or vice versa, and from different high schools in the same district insofar as the transfer bylaw is concerned.

1) When moving from one school district to another, a bona fide legal change of residence form must be on file with the new district and the O.H.S.A.A. to participate in athletics. Please note, merely signing a lease for an apartment/house in the new district does not constitute a *bona fide legal change of residence.* The form required for legal change of residence may be obtained from the OLSD New Student Welcome Center (NSWC), school athletic offices, or on-line at www.ohsaa.org

2) When moving from a private to public school, an O.H.S.A.A. Exception Form Six must be on file with the new district and O.H.S.A.A. in order to participate in athletics. This form may be obtained from the NSWC, school athletic offices, or on-line at www.ohsaa.org.

3) When moving from different schools in the same district, an Intra-District Transfer Request Application must be submitted by the district's required date of submission. Be advised that student's approved for an intra-district transfer may be denied participation in athletics for one calendar year.

4) In the event that a student's family moves from one attendance area to another within the Olentangy Local School District after the start of the school year, an Intra-District must be submitted as soon as possible. Be advised that students approved for an intra-district transfer may be denied participation in athletics for one calendar year.

ATHLETIC DEPARTMENT POLICIES

ATHLETIC PARTICIPATION/CONCUSSIONS

If a concussion is suspected by a physical education teacher or coach, the student will be removed from the class, practice, or game. The student will not be permitted to return to full participation on the same day as the removal and not until s/he is evaluated by a healthcare professional experienced in concussion management and receives written clearance for full participation from that professional. Limited physical activity in the physical education context may eventually be permitted, depending on the recommendation of the healthcare professional. Parents or guardians shall be notified about the possible concussion and given information on concussions and the need for medical attention. Please refer to board policies 2431, 2431.01, and 5340 for more information.

ATTENDANCE POLICY

In order for an athlete to participate in a physical team event (contest, practice, or other training) on a given scheduled school day, they must be in attendance for four (4) full periods (not including lunch) that same day. Athletes participating in school field trips and/or scheduled College Visits will be considered "in attendance."

1) **Absence from Practice:**
   A. **Excused**
      1. Advance notice from athlete in writing to the appropriate coach
      2. Reason considered unavoidable and excusable by the coaches

      Consequence:
      Athlete may miss necessary mental and physical preparation for contest resulting in non-participation in a future contest.

   B. **Unexcused** - All absences not falling into the excused category above

      Consequences:

First offense	Suspension for the next contest
Second offense	Suspended for the next two contests.
Third offense	Suspension for the remainder of the season

2) **Absence from Contest (including Saturday):**
   A. **Excused**
      1. Advance notice to coaches
      2. Emergency situation

      Consequences are the discretion of the head coach and athletic director

   B. **Unexcused**- All other types of absences not falling into the Excused category above

      Consequences:

First offense-	Suspension from next two contests
Second offense-	Suspension for the remainder of the season

3) **Holidays/Vacations**
   A. **Excused** - If an athlete is going on a family vacation with parent or guardian or is attending a

school-related activity during a school recess, **advance notice must be given to the coach by the first day of official team practice and the coach will then inform the athletic director**.

Consequences

If a contest is missed, the consequences are:

- Suspended one subsequent contest for each contest missed
- If practice is missed: See 1A

B. **Unexcused** - Not going with parent or guardian or with a school-related group is an unexcused absence. See 1B/2B respectively.

AWARDS

- **Earning an Athletic Letter** – It is desired that the athletic letter be something the athlete must earn by athletic ability, but not be so unattainable that only the outstanding athlete can achieve it. It is also desired that the coach of each sport have a large amount of leeway in determining who receives the letter. Middle school athletes are not eligible to earn school letters.
- **Wearing of Awards** – It is the firm belief of the district Athletic Department that awards should be worn with dignity and class. Athletes are to display their awards in such a manner and are expected to behave in an appropriate manner when wearing them; the athlete represents the team and the school when wearing the award – actions that detract from a positive image will not be accepted.
- **Booster Scholar Athlete Awards** – All sophomore, junior and senior students are eligible for this award. Students qualify for the award if their cumulative GPA is at least 3.500 on a 4.0 scale. Because high school students do not earn credits until the end of their freshman year, they are not eligible for this award.
- **Managers/Statisticians/Student Trainers** – Any student who manages or trains satisfactorily for the entire sports season is entitled to the appropriate awards for that sport.

BANQUET

At the conclusion of the season, if any student athlete is not a team member in good standing, the athlete will forfeit the privilege to attend the banquet and to receive all letters and/or awards.

CANCELLATIONS DUE TO WEATHER

In the event of a school closing or early dismissal, all middle school and freshman athletic events and practices will be canceled unless it is associated with a varsity event (example: a triple header basketball event).

However, in accordance with the practice of the majority of Ohio Capital Conference schools, varsity and junior varsity level athletic activities may still take place later that evening, weather permitting. The decision to cancel varsity and junior varsity contests and practices will be made by the athletic directors, building principals, the superintendent or designee in cooperation with representatives from the competing district(s).

A decision will be made no later than 2:00 p.m. If the superintendent or designee determines that it is unsafe to transport students by district buses or van(s), the athletic director, building principals, and the superintendent or designee, may elect to have parents transport our athletes to the contest. Notification of any such closings will be available on the district's Web site, at the link, Cancellation and Delay Notices.

CONFLICTS WITH EXTRA-CURRICULAR ACTIVITIES AND ACADEMICS

An individual student who attempts to participate in too many extra-curricular activities will, undoubtedly, be in a position of a conflict of obligations.

The Athletic Department recognizes that each student should have the opportunity for a broad range of experiences in the area of extra-curricular activities and, to this end, will attempt to schedule events in a manner so as to minimize conflicts. **If, however, there is a conflict with a graded class activity, the class takes priority.**

Students have a responsibility to do everything they can to avoid a continuous conflict. This would include being cautious about belonging to too many activities where conflicts are bound to happen. It also means notifying those involved immediately when a conflict does arise.

EQUIPMENT

The athlete is responsible for the proper care and security of equipment issued to him or her. All equipment not returned in good condition at the end of the season will be subject to a financial penalty.

- All equipment issued to a player is to be worn only at practice or scheduled games or scrimmages involving that particular sport. Exceptions must be approved by the coach (i.e. jerseys).
- The athlete must secure permission from the coach before any item is attached, added to, removed from or worn with a uniform that is issued to an athlete for a specific sport.
- Each athlete is responsible for all equipment issued. Keep it clean and in the best possible condition. The Olentangy Local School District is not responsible for lost or stolen equipment. It is suggested that athletes use a lock on athletic lockers to avoid theft.
- All athletic equipment is the property of the Board of Education and the Athletic Department. Therefore, school equipment may not be taken from the building for the use of any other organization or for personal use. Any exception must be approved by the coach or athletic director.
- All equipment issued to an athlete must be returned at the end of the athletic season. Equipment that is not returned for any reason or that is damaged beyond normal wear and tear must be paid for at current replacement cost. Any athlete who has not returned or paid for lost equipment within one week will be denied the right to participate in athletics until the equipment is returned or paid for. In addition, these costs will be added to the school fees owed to the school.
- Under certain circumstances, equipment (i.e. uniforms) may be sold to team members at the end of the season. This sale will be controlled by the head coach and athletic director. The price will be set by the athletic director and will be the current replacement cost of the item. The money will be collected by the head coach prior to equipment being given to the athlete.

FAILING TO COMPLETE A SEASON

An athlete may find it necessary to withdraw from a sport prior to the completion of the season. If this is the case, the following procedures must be followed:

1) Talk with your immediate school coach and then the head coach.

2) Return all equipment issued.

Depending on the reason for failing to complete the season, the athlete may be denied participation for the next spring season until the first official practice date. Athletes will not be eligible for post-season awards or participation in end of the year banquets as a result of separating from the team. Athletic fees will not be prorated or refunded.

Athletes who fail to successfully complete a season will not be eligible to utilize the PE Waiver for that respective sport season.

GAME DAY PARTICIPATION

In order to participate in a school-day practice or contest, a high school or middle school student athlete must be in attendance four periods of the school day. A block scheduled class is equal to two regular class periods. Field trips, Alternate Learning Experiences, concurrent enrollment, medical/dental appointments and special family situations may be excused by an administrator.

HAZING, HARASSMENT, INTIMIDATION, BULLYING, AND SEXUAL HARASSMENT

Hazing, harassment, intimidation, bullying, and/or sexual harassment toward a student, whether by other students, staff or third parties is strictly prohibited and will not be tolerated. This policy applies to all activities in the District, including activities on school property, on a school bus, or while enroute to or from school, and those occurring off school property if the student is at any school-sponsored, school-approved, or school-related activity or function, such as field trips or athletic events. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse. Hazing means doing any act or coercing another, including the victim, to do any act of intimidation or harassment to any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Harassment, intimidation or bullying is any intentional written, verbal, electronic, or physical act that a student has exhibited toward another particular student or students more than once and the behavior causes mental or physical harm to the other student(s) and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student(s). It would include, but not be limited to, such behaviors as stalking, bullying/cyber bullying, intimidating, menacing, coercion, name-calling, taunting, making threats, hazing, and dating violence. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal or physical conduct of a sexual nature. Sexual harassment may involve the behavior of a person of either gender against a person of the same or opposite gender. It would include, but not be limited to, unwelcome propositions, unwanted physical and/or sexual contact, verbal expressions, patterns of conduct intended to create discomfort and/or humiliation, boundary invasions, and sexual violence. Sexual harassing creates a hostile environment when it interferes with or limits a student's ability to participate in or benefit from the school's program. It may be a single or isolated incident. Title IX protects against retaliation of reporting such acts. For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.03.

Permission, consent or assumption of risk by an individual subjected to hazing, harassment, intimidation, or bullying does not lessen the prohibition contained in this policy. Prohibited activities of any type including those activities engaged in via computer and/or electronic communications devices are inconsistent with the educational process and are prohibited at all times. No administrator, teacher or other employee of the District shall encourage, permit, condone or tolerate any hazing, harassment,

intimidation, or bullying activities. No student, including leaders of student organizations, may plan, encourage or engage in any hazing, harassment, intimidation, or bullying.

Administrators, teachers and all other District employees are particularly alert to possible conditions, circumstances or events that might include hazing, harassment, intimidation, or bullying. If hazing, harassment, intimidation, or bullying is discovered, involved students are informed by the discovering District employee of the prohibition contained in this policy and are required to end all hazing, harassment, intimidation, or bully activities immediately. All hazing, harassment, intimidation, or bullying incidents are reported immediately to the building administrator or appropriate administrator. An investigation will result and shall include documentation of the event, response and strategy for protecting the victim.

If the investigation finds an instance of hazing, harassment, intimidation, and/ or bullying/ cyber bullying by an electronic act or otherwise, has occurred, it will result in prompt and appropriate remedial and/ or disciplinary action. This may include suspension or up to expulsion for students, exclusion for parents, guests, volunteers, and contractors. Individuals may also be referred to law enforcement officials.

If, during said investigation, the Principal or appropriate administrator believes the reported misconduct may have created a hostile learning environment and may have constituted unlawful discriminatory harassment, said will report the act of to one of the Anti-Harassment Compliance Officers so that it may be investigated in accordance with the procedures set forth in Policy 5517.

A victim of sexual harassment has the right to file criminal and/or Title IX complaints simultaneously. A student does not need to wait until the Title IX investigation is completed before filing a criminal complaint or may also be filed with the U.S. Department of Education's Office for Civil Rights. The district respects students' privacy and will only disclose information regarding alleged sexual violence to individuals who are responsible for handling the school's response, the student's parents (if the student is a minor or dependent under Section 152 of the Internal Revenue Code), or otherwise required by law. Students or parents sometimes ask that the student's name not be disclosed to the alleged perpetrators or that no investigation or disciplinary action be pursued to address the alleged sexual violence which may limit the District's ability to respond fully to the incident, including pursuing disciplinary action against the alleged perpetrator. For more information about the District's Sexual Harassment and Sexual Violence procedures, please see Board Policy #5517.03.

Retaliation against any person who reports/thought to have reported or otherwise participates in an investigation/inquiry related to a complaint of aggressive behavior, bullying, and/or sexual harassment is prohibited. Deliberately making false reports about harassment, intimidation, bullying and/or aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Deliberately making false reports or retaliation may result in disciplinary action.

The Superintendent/designee must provide the Board President with a semiannual written report of all reported incidents of bullying and post the report on the district's website. For more information, please refer to **board policy 5517, 5517.01. The District's policy and consequences for violations of the policy shall be sent annually to each student's custodial parent or guardian. The statement may be delivered electronically.** The student athlete may be denied participation in athletics for violation of this policy and may be subject to ***Code of Conduct*** violation.

HOME-EDUCATED STUDENT PARTICIPATION (ELIGIBILITY FOR CHARTERED OR NONCHARTERED NONPUBLIC SCHOOLS)

All students enrolled in chartered or non-chartered nonpublic schools are permitted to participate in a particular extracurricular activity if the student is of appropriate age and grade level and: (1) the student is entitled by law to attend the schools of this District; and (2) the chartered or non-chartered nonpublic school in which the student is enrolled does not offer the particular extracurricular activity. Students who meet these criteria are permitted to participate in the particular extracurricular activity at the district school to which the student otherwise would be assigned during that school year provided that the student meets the eligibility requirements stated in the student and/or athletic handbooks.

It shall be the parent/guardian's responsibility to obtain appropriate documentation for the Superintendent, or designee, to verify the student's eligibility prior to the start of the first practice or other activity of the extracurricular activity in which the student chooses to participate. Thereafter, the parent/guardian of a student participating in an extracurricular activity under this policy shall obtain additional verification of eligibility every nine (9) weeks on or before 5:00 p.m. of the fifth school day of the beginning of the nine (9) week period until the conclusion of the extracurricular activity in which the student is participating. All documentation related to a student's eligibility shall be verified by the school in which the student is currently enrolled. A student will be deemed ineligible to participate in extracurricular activities until all eligibility requirements are met and verified. For purposes of this policy, "parent/guardian" also means a student that is eighteen years of age.

INDIVIDUAL COACH'S RULES

Each coach is encouraged to set team rules in addition to the rules in the Athletic Handbook. Rules and penalties for tardiness, curfew violations, inappropriate practice/game dress and misconduct are examples of acceptable coach's guidelines. These rules should be given in writing to all athletes, parents and the athletic director at the beginning of each season.

INSURANCE

Students participating in an athletic program must be protected by an accident insurance policy in one of the following ways: school insurance or a school waiver (found on the physical form) signed by the parent or guardian stating that they have adequate insurance coverage.

LOCKERS

Section 3313.20 of the Ohio Revised Code authorizes a board of education to adopt a policy which authorizes a principal to search any student's locker and the contents thereof upon reasonable suspicion that the contents contain evidence of a criminal or school rule violation. Lockers remain the property of Olentangy Local School District while on loan to students and are, therefore, subject to supervision and inspection by school authorities when and where necessary. It is the student's responsibility to use lockers for school purposes only and to use a lock to secure all belongings. Lockers are not to be used for articles which may be of such nature as to be harmful, dangerous, in violation of school or legal restrictions or disruptive to the school process. Such articles are subject to confiscation. Students are not permitted to mark or deface the outside of lockers. In such cases, the student breaking locker rules will be assessed a fine.

PARENTAL ACKNOWLEDGMENT OF ATHLETIC POLICIES

Each parent or guardian shall read all of the enclosed material and certify that they understand the Athletic Eligibility Rules and Policies of the Olentangy Local School District. This signed document will be filed in the athletic director's office.

PAY TO PARTICIPATE

Olentangy Local Schools has adopted a policy that requires an **$80 fee per sport** for participation in interscholastic athletics. The student fees are to defray only a part of the expenses of our activity programs. Fees for activity participation are to be assessed for one full year. Each building is responsible for collecting these fees.

Payments should be made in full by credit card online or by cash/check/money order. Make checks payable to "Olentangy Local Schools" and include students name and the activity for which the fee is being paid in the "memo" area of the check. Return all forms and checks to the individual buildings. To pay online, please go to your PowerSchool parent account and select *Lunch and Fee Payments*. For athletics, all fees are non-refundable after the first game and paying the fee does not guarantee an athlete's playing time. The payment deadline is before the first game/scheduled scrimmage. The athlete will not be allowed to participate until the fee or all previously owned school fees are paid.

If you receive a notice from your bank about a non-sufficient funds check, contact Nexcheck at (800) 639-2435.

Students with carryover delinquent fees of <u>any kind</u> from the previous school year are precluded from participation in extracurricular activities. Delinquencies in the current school year will preclude the student from participating in winter and spring extracurricular activities. Eligibility will be restored once all fees have been paid, or a payment plan has been established and the first payment has been received.

REQUIRED FORMS

The following forms must be completed and on file in the Athletic Office or submitted online via <u>*Final Forms*</u> prior to the first day of practice or try-outs (in cut sports):

Please note: Item number one will be completed in paper form and turned in to the Athletic Office and items 2-9 will be submitted via <u>*Final Forms*</u>.

1) OHSAA Pre-Participation Physical Form-this form must be printed and completed by a certified physician and kept on file with the Athletic Office.
2) Athletic ***Code of Conduct*** Agreement
3) Emergency Medical Form
4) Insurance or an Insurance Waiver
5) Permission to Treat Form
6) Concussion Form
7) Informed Consent Agreement
8) Alternate Transportation Form

Most forms are distributed to students but are also available on the district Web site or athletic offices.

RISK OF PARTICIPATION

All athletes and parents or guardians must realize the risk of serious injury, permanent disability or death which may be a result of athletic participation.

SALARY OF COACHES

The Olentangy Local School District will maintain sole authority of O.H.S.A.A. Bylaw 6-2-1. The Board of Education or other similar governing body shall have exclusive jurisdiction on matters of salary, stipend or compensation of its coaches.

SOCIAL MEDIA POLICY

The use of e-mail messages, text messages, blogs, websites or other electronic communications to make inflammatory or derogatory comments, and/or inappropriate descriptions or pictures regarding another team member, another student, a coach, another school or team, or other staff member is strictly prohibited. For the purposes of this policy, inappropriate comments may include, but are not limited to, inappropriate comments/pictures/descriptions regarding another person's race, ethnic background, culture, religion gender or sexual orientation. **Any violation of our social media policy may result disciplinary consequences up to and including suspension and/or dismissal from the team.**

TRANSPORTATION

All athletes are expected to travel to and from contests in a district bus or van when the district provides transportation. In special situations a parent or guardian may provide transportation with advance written permission approved by the Athletic Director.

TWO-SPORT PARTICIPATION

Athletes may participate in more than one sport at Olentangy Local Schools in any one sport season (fall, winter or spring) **if both coaches concur and cooperatively** work out the details of practices, games, etc. with the athlete. The athlete who is attempting to "double up" must declare one of the sports as a "sport of first priority". This means the athlete will attend all "events" (contests, practices, meetings, etc.) connected with that squad. The athlete can participate with the other squad during the time there are no obligations to the sport of first priority. Student athletes have a responsibility to avoid continuous conflicts.

Notes:

1) Cheerleading is considered to be a sport at both middle and high school levels.
2) Middle school athletes will only be allowed to participate in one sport per season.

<u>Middle School Cheerleaders –</u>

1) Cheer for football or basketball. Eighth grade cheerleaders cheer for both seasons.
2) Cheerleaders may not participate in another sport during the season they are cheering.
3) Football cheerleaders will cheer for all games, home and away.
4) Basketball cheerleaders will cheer for all home games, both boys and girls.

UNIFORMS

In several sports, the athlete will be required to purchase a portion of the game uniform, which will become his or her property.

COLLEGE INFORMATION

PROSPECTIVE STUDENT ATHLETES – NCAA CLEARINGHOUSE RULES

As a prospective student athlete at a Division I or II institution, you have certain responsibilities to attend to before you may participate. Information concerning who needs to register with the Clearinghouse and what documents should be submitted can be found in *The Guide for College-Bound Student Athletes*, located on the NCAA Clearinghouse Web site. This link can be accessed at www.ncaaclearinghouse.net. Click on "Prospective Student-Athletes" link. Athletes should be ready to report their SAT or ACT scores before establishing eligibility. This is a requirement for athletes who are planning on becoming student athletes in college. If there are any questions concerning this important part of becoming a student athlete in college, you should make arrangements to see the athletic director.

OLENTANGY LOCAL SCHOOLS

2018-19 ELEMENTARY SCHOOL FEE SCHEDULE

Presented to the BOE for Approval

GRADES K-5

AREA	APPROVED FEES FOR 2017-18	PROPOSED FEES FOR 2018-19	Comments
Math, Science, Language Arts, and Social Studies	$22.00	$22.00	No Change
Art	$8.00	$8.00	No Change
Grade Level Total	**$30.00**	**$30.00**	**No Change**

Summer Enrichment Experience for Grades 1-5 (SEE18) - Registration Required	$125.00	**Summer Enrichment Experience for Grades 1-5 (SEE19) - Registration Required: $125.00**	**No Change**

OLENTANGY LOCAL SCHOOLS

2018-19 MIDDLE SCHOOL FEE SCHEDULE

Presented to the Board of Education for Approval

GRADES 6-8

GRADE/AREA	2017-18 APPROVED FEE	2018-19 PROPOSED FEE	COMMENTS
Sixth Grade Fees			
Agenda Book	$ 6.00	**$6.00**	NO CHANGE
Art	$12.00	**$12.00**	NO CHANGE
R/LA Paperbacks/Materials	$15.00	**$15.00**	NO CHANGE
Science	$ 3.00	**$3.00**	NO CHANGE
Cope Program (All Schools)	$15.00	**$8.00**	-$7.00 Decrease to all MS, reduction in Print Cost (Allisha Berendts)
Seventh Grade Fees			
Agenda Book	$ 5.00	**$ 5.00**	NO CHANGE
Life Skills	$10.00	**$10.00**	NO CHANGE
Mod Tech	$9.00	**$9.00**	NO CHANGE
R/LA Paperbacks/Materials	$20.00	**$20.00**	NO CHANGE
Science	$ 3.00	**$ 3.00**	NO CHANGE
Eighth Grade Fees			
Agenda Book	$ 5.00	**$ 5.00**	NO CHANGE
R/LA Paperbacks/Materials	$20.00	**$20.00**	NO CHANGE
Science	$3.00	**$3.00**	NO CHANGE
Activities			
Athletics (per sport)	$80.00	**$80.00**	NO CHANGE
Co-curricular and Extra-curricular Activities (per activity or sport)	$25.00	**$25.00**	NO CHANGE
Summer Enrichment Experience for Grades 6-8 (SEE18) Registration Required	$125.00	**$125 / COURSE**	NO CHANGE

Fees may differ by building but will not exceed the approved dollar amounts.

EXHIBIT 4/19/17/ja

OLENTANGY LOCAL SCHOOLS

2018-19 MIDDLE SCHOOL FEE SCHEDULE

Presented to the Board of Education for Approval

GRADES 6-8

GRADE/AREA	2017-18 APPROVED FEE	2018-19 PROPOSED FEE	COMMENTS
Electives			
Band Book (Grade 6, 7, 8)	$9.00	**$9.00**	NO CHANGE
School Instrument Usage / Cleaning / Maintenance	$20.00	**$20.00**	NO CHANGE
Percussion Book (Grade 6, 7, 8)	$16.00	**$16.00**	NO CHANGE
Ceramics	$12.00	**$12.00**	NO CHANGE
Drawing	$10.00	**$10.00**	NO CHANGE
Global Gourmet I	$15.00	**$15.00**	NO CHANGE
Global Gourmet II	$17.00	**$17.00**	NO CHANGE
Language I Workbook/Materials	$22.25	**$22.25**	NO CHANGE
Painting	$10.00	**$10.00**	NO CHANGE
Sculpture	$12.00	**$12.00**	NO CHANGE
Woods	$20.00	**$20.00**	NO CHANGE
Art A	$10.00	**$10.00**	NO CHANGE
Art B	$12.00	**$12.00**	NO CHANGE
Choir	$ 7.00	**$ 7.00**	NO CHANGE
Strings	$11.00	**$11.00**	NO CHANGE
Mod Tech	$ 9.00	**$ 9.00**	NO CHANGE

Fees may differ by building but will not exceed the approved dollar amounts.

EXHIBIT 4/19/17/ja

OLENTANGY LOCAL SCHOOLS

2018-19 HIGH SCHOOL FEE SCHEDULE

Presented to the BOE for Approval

GRADES 9-12

COURSE NUMBER	COURSE NAME	FEE BREAKDOWN				2017-18 APPROVED MAXIMUM FEE	2018-19 PROPOSED FEE	COMMENTS	CHANGE
		SUPPLIES	AP TEST	WKBK	PAY TO PART.				
02110	Art I	**30**				**$30.00**	**$30.00**		**NC**
02210	Ceramics I	**50**				**$50.00**	**$50.00**		**NC**
02220	Ceramics II	**50**				**$50.00**	**$50.00**		**NC**
02240	Ceramics III	**50**				**$50.00**	**$50.00**		**NC**
02280IS	Ceramics IS	**65**				**$65.00**	**$65.00**		**NC**
02230	Sculpture I	**40**				**$40.00**	**$40.00**		**NC**
02260	Sculpture II	**50**				**$50.00**	**$50.00**		**NC**
02261	Sculpture III	**50**				**$50.00**	**$50.00**		**NC**
02270IS	Sculpture IS	**65**				**$65.00**	**$65.00**		**NC**
02310	Computer Graphics I	**35**				**$35.00**	**$35.00**		**NC**
02320	Computer Graphics II	**40**				**$40.00**	**$40.00**		**NC**
02330	Computer Graphics III	**40**				**$40.00**	**$40.00**		**NC**
02360IS	Computer Graphics IS	**65**				**$65.00**	**$65.00**		**NC**
02410	Drawing I	**40**				**$40.00**	**$40.00**		**NC**
02420	Drawing II	**40**				**$40.00**	**$40.00**		**NC**
02430	Drawing III	**50**				**$50.00**	**$50.00**		**NC**
02440IS	Drawing IS	**65**				**$65.00**	**$65.00**		**NC**
02510	AP Art History	**15**	**100**	**25**		**$140.00**	**$140.00**		**NC**
02610	Jewelry I	**50**				**$50.00**	**$50.00**		**NC**
02620	Jewelry II	**65**				**$65.00**	**$65.00**		**NC**
02630	Jewelry III	**65**				**$65.00**	**$65.00**		**NC**
02650IS	Jewelry IS	**65**				**$65.00**	**$65.00**		**NC**
02710	Painting I	**50**				**$50.00**	**$50.00**		**NC**
02720	Painting II	**50**				**$50.00**	**$50.00**		**NC**
02730	Painting III	**50**				**$50.00**	**$50.00**		**NC**
02750IS	Painting IS	**65**				**$65.00**	**$65.00**		**NC**
02810	Photography I	**55**				**$55.00**	**$55.00**		**NC**
02820	Photography II	**65**				**$65.00**	**$65.00**		**NC**
02821	Photography III	**65**				**$65.00**	**$65.00**		**NC**
02870IS	Photography IS	**65**				**$65.00**	**$65.00**		**NC**
02830	Digital Imaging	**45**				**$45.00**	**$45.00**		**NC**
02831	Digital Imaging II	**45**				**$45.00**	**$45.00**		**NC**

Note: Fees may differ by building but will not exceed the approved dollar amounts.

Exhibit 4/10/18/ja
NC=No Change

OLENTANGY LOCAL SCHOOLS

2018-19 HIGH SCHOOL FEE SCHEDULE

Presented to the BOE for Approval

GRADES 9-12

COURSE NUMBER	COURSE NAME	FEE BREAKDOWN				2017-18 APPROVED MAXIMUM FEE	2018-19 PROPOSED FEE	COMMENTS	CHANGE
		SUPPLIES	AP TEST	WKBK	PAY TO PART.				
02832	Digital Imaging III	45				$45.00	$45.00		NC
02860IS	Digital Imaging IS	65				$65.00	$65.00		NC
	Fine Arts Independent Study/Credit Flex	55					$55.00	This is not a new fee, it is used when we have a combination Advanced Studies course and a student is credit flexing to fit it in their schedule.	$55
03810	Accounting			29		$29.00	$29.00		NC
03840	Business Foundations	3				$3.00	$3.00		NC
03860	Business Technology	5				$5.00	$5.00		NC
03890	International Business/Econ	3				$3.00	$3.00		NC
03930	Marketing Applications	50			25	$50.00	$75.00	Increased travel costs to DECA Regionals and Nationals, in addition to the presentation costs that are supplies.	+$25
03940	Integrated Marketing Communications	50			25	$50.00	$75.00	Increased travel costs to DECA Regionals and Nationals, in addition to the presentation costs that are supplies.	+$25
05510	AP English Literature/Comp		100	19		$119.00	$119.00		NC
05520	AP Language and Composition		100	19		$119.00	$119.00		NC
05530	AP Seminar	45	145			$190.00	$190.00		NC
05540	AP Research	45	145			$190.00	$190.00		NC
05880	Etymology			17.66		$17.66	$17.66		NC
05910	Introduction to Journalism	10				$10.00	$10.00		NC
05910A	Broadcast and Video	10				$10.00	$10.00		NC
05920	Newspaper Journalism				25	$25.00	$25.00		NC
05930	Advanced News Journalism				25	$25.00	$25.00		NC
05940	Yearbook Journalism				25	$25.00	$25.00		NC
05950	Acting	15				$15.00	$15.00		NC
05960	Advanced Acting	15				$15.00	$15.00		NC
05970	Stagecraft	25				$25.00	$25.00		NC
05980	Advanced Stagecraft	25				$25.00	$25.00		NC
06110	French I			23		$23.00	$23.00		NC
06120	French II			19.55		$19.55	$19.55		NC

Note: Fees may differ by building but will not exceed the approved dollar amounts.

OLENTANGY LOCAL SCHOOLS

2018-19 HIGH SCHOOL FEE SCHEDULE

Presented to the BOE for Approval

GRADES 9-12

COURSE NUMBER	COURSE NAME	FEE BREAKDOWN				2017-18 APPROVED MAXIMUM FEE	2018-19 PROPOSED FEE	COMMENTS	CHANGE
		SUPPLIES	AP TEST	WKBK	PAY TO PART.				
06130	French III			24		$24.00	$24.00		NC
06140	French IV			23		$23.00	$23.00		NC
~~06150~~	~~French V~~			~~29.09~~		~~$29.09~~	Delete		-$29.09
06210	German I			17		$17.00	$17.00		NC
06220	German II			17		$17.00	$17.00		NC
06230	German III			18		$9.00	$18	$7.50 Deutsche workbook & $13 Eulenspielgel Reader	+$9.00
06240	German IV			24		$19.55	$24	$7.50 Deutsche workbook & $13.00 Eulenspielgel Reader	+$4.45
06310	Spanish I			15		$15.00	$15.00		NC
06320	Spanish II			21		$20.79	$21	.21 Workbook increase only	+$.21
06330	Spanish III			22		$21.65	$22	.35 Workbook increase only	+$.35
06340	Spanish IV			40		$40.00	$40.00		NC
06510	AP Spanish		100	78		$172.10	$178	$5.90 increase in shipping	+$5.90
06520	AP German		100	24		$124.00	$124.00		NC
06520F	AP French		100	70		$161.00	$170	$9.00 increase in shipping be	+9.00
08110	Physical Education	5				$5.00	$5.00		NC
08110DE	Lifetime Fitness I/II				75	$75.00	$75.00		NC
08210	Health	5				$5.00	$5.00		NC
08810	Conditioning and Weight Training	5				$5.00	$5.00		NC
10810	CAD I	15				$15.00	$15.00		NC
10820	CAD II	20				$20.00	$20.00		NC
10860IS	CAD Adv. Studies	30				$30.00	$30.00		NC
10830	Architectural Drafting	20				$20.00	$20.00		NC
10830IS	Arch. Drafting Adv. Studies	30				$30.00	$30.00		NC
10840	Engineering I	25				$25.00	$25.00		NC
10850	Engineering II	25				$25.00	$25.00		NC
10910	Basic Wood Tech	25				$25.00*	$25.00*	*does not include wood for individual projects	NC
10920	Intermediate Wood Tech	25				$25.00*	$25.00*	*does not include wood for individual projects	NC
10930	Advanced Wood Tech	30				$30.00*	$30.00*	*does not include wood for individual projects	NC
10940	Home Maintenance	30				$30.00	$30.00		NC
11510	AP Calculus AB		100	25		$125.00	$125.00		NC

Note: Fees may differ by building but will not exceed the approved dollar amounts.

Exhibit 4/10/18/ja
NC=No Change

OLENTANGY LOCAL SCHOOLS

2018-19 HIGH SCHOOL FEE SCHEDULE

Presented to the BOE for Approval

GRADES 9-12

COURSE NUMBER	COURSE NAME	FEE BREAKDOWN				2017-18 APPROVED MAXIMUM FEE	2018-19 PROPOSED FEE	COMMENTS	CHANGE
		SUPPLIES	AP TEST	WKBK	PAY TO PART.				
11520	AP Calculus BC		100	25		$125.00	$125.00		NC
11530	AP Statistics		100	30		$130.00	$130.00		NC
11540	AP Computer Science		100	25		$120.00	$125.00	Changing workbook	$+5.00
12510	AP Music Theory		100	52		$152.00	$152.00		NC
12810	Concert/Marching Band				25	$25.00	$25.00		NC
12811	Marching Flag Corp				25	$25.00	$25.00		NC
12812	Concert Band				25	$25.00	$25.00		NC
12814	Marching Band				25	$25.00	$25.00		NC
12820	Jazz Band				25	$25.00	$25.00		NC
12830	Orchestra			13	25	$38.00	$38.00		NC
12830B	Orchestra (Bass/Cello)	45				$45.00	$45.00		NC
12860	Musical Theater	20				$20.00	$20.00		NC
12870	Music Theory		16			$15.95	$16.00	Increase in workbook/shipping	+$.05
12910	Men's Chorus			12	25	$37.00	$37.00		NC
12920	Women's Chorus			12	25	$37.00	$37.00		NC
12930	Advanced Select Choir			15	25	$40.00	$40.00		NC
12940	Concert Choir			15	25	$40.00	$40.00		NC
12950	Show Choir				25	$25.00	$25.00		NC
12960	Ensemble Choir			10	25	$35.00	$35.00		NC
13110	Physical Science	7.50				$7.50	$7.50		NC
13115	Honors Physical Science	7.50				$7.50	$7.50		NC
13210	Biology	15				$15.00	$15.00		NC
13215	Honors Biology	15				$15.00	$15.00		NC
13310	Chemistry	10				$10.00	$10.00		NC
13315	Honors Chemistry	10				$10.00	$10.00		NC
13410	Physics	15				$15.00	$15.00		NC
13413	Conceptual Physics	15				$15.00	$15.00		NC
13510	AP Biology	40	100	15		$155.00	$155.00		NC
13520	AP Chemistry	20	100			$120.00	$120.00		NC
13530	AP Physics	15	100			$115.00	$115.00		NC
13550	AP Physics I	15	100			$115.00	$115.00		NC
13540	AP Environmental Science	35	100			$135.00	$135.00		NC

Note: Fees may differ by building but will not exceed the approved dollar amounts.

Exhibit 4/10/18/ja
NC=No Change

OLENTANGY LOCAL SCHOOLS

2018-19 HIGH SCHOOL FEE SCHEDULE

Presented to the BOE for Approval

GRADES 9-12

COURSE NUMBER	COURSE NAME	FEE BREAKDOWN				2017-18 APPROVED MAXIMUM FEE	2018-19 PROPOSED FEE	COMMENTS	CHANGE
		SUPPLIES	AP TEST	WKBK	PAY TO PART.				
13810	Anatomy and Physiology	**30**				**$30.00**	**$30.00**		**NC**
13820	CP Earth Science	**7.50**				**$7.50**	**$7.50**		**NC**
15510	AP US Government		**100**	**18**		**$118.00**	**$118.00**		**NC**
15520	AP US History		**100**	**20**		**$120.00**	**$120.00**		**NC**
15530	AP European History		**100**	**18**		**$118.00**	**$118.00**		**NC**
15540	AP Macroeconomics		**100**	**30.55**		**$130.55**	**$130.55***	* Only charged once either Micro or Macro	**NC**
15550	AP Microeconomics		**100**	**30.55**		**$130.55**	**$130.55***	* Only charged once either Micro or Macro	**NC**
15560	AP Psychology		**100**	**18**		**$118.00**	**$118.00**		**NC**
15570	AP World History		**100**	**21**		**$121.00**	**$121.00**		**NC**
19010	Modified Arts	**25**				**$25.00**	**$25.00***	*Inclusive of Modified Music and Visual Arts	**NC**
19055	SLC-English 9	**22**				**$22.00**	**$22.00**		**NC**
19056	SLC-English 10	**22**				**$22.00**	**$22.00**		**NC**
19057	SLC-English 11	**22**				**$22.00**	**$22.00**		**NC**
19058	SLC-English 12	**22**				**$22.00**	**$22.00**		**NC**
19112	SLC-Math 9	**20**				**$20.00**	**$20.00**		**NC**
19113	SLC-Math 10	**20**				**$20.00**	**$20.00**		**NC**
19114	SLC-Math 11	**20**				**$20.00**	**$20.00**		**NC**
19115	SLC-Math 12	**20**				**$20.00**	**$20.00**		**NC**
19231	SLC Career Lab	**20**				**$20.00**	**$20.00**		**NC**
19410	SLC-Social Studies 9	**20**				**$20.00**	**$20.00**		**NC**
19152	SLC-Social studies 10	**20**				**$20.00**	**$20.00**		**NC**
19153	SLC-Social Studies 11	**20**				**$20.00**	**$20.00**		**NC**
19154	SLC-Social Studies 12	**20**				**$20.00**	**$20.00**		**NC**
19132	SLC-Science 9	**20**				**$20.00**	**$20.00**		**NC**
19133	SLC-Science 10	**20**				**$20.00**	**$20.00**		**NC**
19134	SLC-Science 11	**20**				**$20.00**	**$20.00**		**NC**
19135	SLC-Science 12	**20**				**$20.00**	**$20.00**		**NC**
19235	Independent Living Skills	**20**				**$20.00**	**$20.00**		**NC**
19940	SLC-Home Maintenance	**20**				**$20.00**	**$20.00**		**NC**
23880	Design	**30**				**$30.00**	**$30.00**		**NC**
23810	Food For Fitness	**35**				**$35.00**	**$35.00**		**NC**

Note: Fees may differ by building but will not exceed the approved dollar amounts.

Exhibit 4/10/18/ja
NC=No Change

OLENTANGY LOCAL SCHOOLS

2018-19 HIGH SCHOOL FEE SCHEDULE

Presented to the BOE for Approval

GRADES 9-12

COURSE NUMBER	COURSE NAME	FEE BREAKDOWN				2017-18 APPROVED MAXIMUM FEE	2018-19 PROPOSED FEE	COMMENTS	CHANGE
		SUPPLIES	AP TEST	WKBK	PAY TO PART.				
23820	Human Relationships	**10**				**$10.00**	**$10.00**		**NC**
23840	On Your Own	**20**				**$20.00**	**$20.00**		**NC**
23871	Post-Secondary Planning-College & Career	**10**		**5**		**$15.00**	**$15.00**		**NC**
23890	Cultural Cuisine	**40**				**$40.00**	**$40.00**		**NC**
23910	Mentorship I	**30**				**$30.00**	**$30.00**		**NC**
~~23913~~	~~Mentorship I Teacher~~	~~**40**~~				~~**$40.00**~~	**Delete**		**-$40**
23920	Mentorship II	**10**				**$10.00**	**$10.00**		**NC**
~~23923~~	~~Mentorship II Teacher~~	~~**10**~~				~~**$10.00**~~	**Delete**		**-$10**
23930	Service Learning	**10**				**$10.00**	**$10.00**		**NC**
23940	Teacher Academy	**35**				**$35.00**	**$35.00**		**NC**

OLENTANGY ACADEMY: STEM AND RELATED PROGRAMS

S13110	Physical Science	**7.50**				**$7.50**	**$7.50**		**NC**
S13115	Honors Physical Science	**7.50**				**$7.50**	**$7.50**		**NC**
S13210	Biology	**15**				**$15.00**	**$15.00**		**NC**
S13215	Honors Biology	**15**				**$15.00**	**$15.00**		**NC**
S13310	Chemistry	**10**				**$10.00**	**$10.00**		**NC**
S13115	Honors Chemistry	**10**				**$10.00**	**$10.00**		**NC**
S23910	Senior Mentorship	**40**				**$40.00**	**$40.00**		**NC**
S19231	ACT (Academy for Community Transition)	**30**				**$30.00**	**$30.00**		**NC**
S10860	Engineering Design	**40**				**$40.00**	**$40.00**		**NC**
S10861	Engineering Principles	**45**				**$45.00**	**$45.00**		**NC**
S13910	Medical Interventions	**65**				**$65.00**	**$65.00**		**NC**
S10862	Advanced Engineering	**65**				**$65.00**	**$65.00**		**NC**
S13920	Biomedical Innovation	**45**				**$45.00**	**$45.00**	**NEW COURSE**	**$45**
S10863	Engineering Capstone	**35**				**$35.00**	**$35.00**	**NEW COURSE**	**$35**

Note: Fees may differ by building but will not exceed the approved dollar amounts.

OLENTANGY LOCAL SCHOOLS

2018-19 HIGH SCHOOL FEE SCHEDULE

Presented to the BOE for Approval

GRADES 9-12

COURSE NUMBER	COURSE NAME	FEE BREAKDOWN				2017-18 APPROVED MAXIMUM FEE	2018-19 PROPOSED FEE	COMMENTS	CHANGE
		SUPPLIES	AP TEST	WKBK	PAY TO PART.				
OTHER FEES									
99999	APEX online courses				**210**	**$210.00 each**	**$210.00 each**		**NC**
99999	Schoology online courses				**210**	**$210.00 each**	**$210.00 each**		**NC**
99999	SEE19				**125**	**$125.00 each**	**$125.00 each**		**NC**
99999	Athletics (per sport)				**80**	**$80.00 each**	**$80.00 each**		**NC**
99999	Art Club				**25**	**$25.00**	**$25.00**		**NC**
	Naviance		**6.00**			**$5.50**	**$6.00**	Increased costs for test prep/server.	**+$.50**
	Fall, Winter, Spring Play I				**25**	**$25.00 each**	**$25.00 each**		**NC**
	Fall, Winter, Spring Play II				**25**	**$25.00 each**	**$25.00 each**		**NC**
	In The Know Team				**25**	**$25.00**	**$25.00**		**NC**
	Senior Fee	**50**				**$50.00**	**$50.00**		**NC**
	Student Handbook			**4.75**		**$4.75**	**$4.75**		**NC**
	Parking Permit Fee				**35**	**$35.00**	**$35.00**		**NC**

Note: Fees may differ by building but will not exceed the approved dollar amounts.

Exhibit 4/10/18/ja
NC=No Change

Snapstream Media Inc.
601 Sawyer St. Ste #700
Houston, TX 77007 US
(713) 644-6240
accounting@snapstream.com
www.snapstream.com

ADDRESS
Olentangy Local Schools

ESTIMATE 2392

DATE 04/19/2018

EXPIRATION DATE 05/19/2018

ACTIVITY	QTY	RATE	AMOUNT
Enterprise:SnapStream EDU District-8TB 2U, Windows Server 2016, 10 Gbit/s network, dual redundant power supply, 8TB SSD Raid 6 storage	1	32,500.00	32,500.00
Enterprise:SnapStream EDU Encoder-4ch ingest broadcast signals and convert into compatible H.264 IP streams with closed captioning for distribution over the LAN	3	6,100.00	18,300.00
SnapStream TV set-top box SnapStream TV Set-Top Box for streaming from a SnapStream server to a physical TV.	5	250.00	1,250.00
Enterprise:SnapStream EDU Encoder-1CH single channel campus-based encoders	10	1,950.00	19,500.00
Edu support 15% annual support contract includes: -hardware warranty -full access to online support resources -email based technical support -all software updates and patches -annual data subscription(guide data, cloud share) -Unlimited training via Customer Success Specialist	1	10,732.50	10,732.50
Shipping Shipping	1	1,000.00	1,000.00
Installation Service one time fee for on-site installation	1	2,000.00	2,000.00

TOTAL **USD 85,282.50**

Accepted By

Accepted Date

Tech Refresh Installment Purchase

Our Tech Refresh offer is structured as a Tax-Exempt Installment Sale with an option on the last payment to both return the equipment (and acquire new) or make the payment and own the equipment outright.

Our standard offer calls for payments to be made annually in advance (additional structures may be tailored if needed to accommodate your budget restrictions). The final (or option) payment is a set amount of the original purchase price of the equipment (it is our estimate of the wholesale value of the equipment at the time of the option). The balance of the cost is amortized over the term. The benefit to this structure is that the customer is not locked into any one particular deal; it can purchase the equipment for the pre-stated final payment or return it (not make the final payment) and acquire new technology.
Other important elements of the Tech Refresh structure:

- There is only one refresh opportunity during the lease
- Lessee must be committed to acquire and lease similar equipment prior to exercising the option
- Options are to exchange 100% or 0% of the leased equipment. No partial "refreshes" are allowed except lost or stolen equipment
- Tech Refresh is offered only as a Tax-Exempt Installment Sale structure

Tax Exempt Installment Sale with Tech Refresh Option - Optional Balloon at month 49

	Purchase Price	Projected Qty	Total Financed	4 yr Annual Payments	4 yr Total of the lease payments over life of lease not inlcuding Balloon	Prestated Optional Balloon an Month 49
Option 1						
Dell Chromebook 11 3189	$252.00	3,220	$811,440.00	$195,881.62	$783,526.46	$90,069.84
Google Management Console	$23.50	3220	$75,670.00	$20,150.92	$80,603.68	$0.00
Dell Mobile Computing Cart	$978.00	124	$121,272.00	$32,294.73	$129,178.93	$0.00
Total			$1,008,382.00	$248,327.27	**$993,309.08**	$90,069.84
		Annual Payment Per User		$77.12		
Option 2						
Acer Chromebook R 11 C738T-C5R6	$285.00	3,220	$917,700.00	$221,532.78	$886,131.12	$101,864.70
Google Management Console	$23.50	3220	$75,670.00	$20,150.92	$80,603.68	$0.00
Dell Mobile Computing Cart (Unmanaged) CMPCT36	$978.00	124	$121,272.00	$32,294.73	$129,178.93	$0.00
Total			$1,114,642.00	$273,978.43	**$1,095,913.74**	$101,864.70
		Annual Payment Per User		$85.09		

Annual Budget Impact	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget	FY 2022 Budget	Total of payments
Option 1 Annual Budget Impact 3 year term	$248,327.27	$248,327.27	$248,327.27	$248,327.27	$993,309.08
Option 2 Annual Budget Impact 3 year term	$273,978.43	$273,978.43	$273,978.43	$273,978.43	$1,095,913.74

Rates Assume the equipment will be installed and accepted by July 31, 2018 with lease start of August 1st. If not accepted by that date the rates are subject to change based upon market changes.

Tech Refresh Terms

* Payment Frequency: 4 annual payments with optional balloon at month 49
* Optional Payment at month 49 to own equipment outright at prestated % of original cost for equipment
* Effective Interest Rate if equipment if the balloon payment is made = 4.38% for 4 year lease
* Rates assume that Olentangy Local School District is eligible for Tax Exempt Financing under Internal Revenue Code 103



Dayton Cincinnati Technology Services LLC
Customers for Life!

Phone 513.892.3940 Fax 513.892.3492
ngrinstead@daycintech.com

Date:
Expiration Date:

TO: Olentangy Local School District
ATTN: Mona Rayburn

ViewSonic Display

SALESPERSON	JOB	PAYMENT TERMS
Nick Grinstead	INTERACTIVE ViewSonic Display	PO Required

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
69	ViewSonic Commercial Display - 65" **touchscreen** display (IFP6550)	$ 2,075.00	$ 143,175.00
5	ViewSonic Commercial Display - 55" **NON-INTERACTIVE** (CDE5510)	$ 905.00	$ 4,525.00
2	ViewSonic Commercial Display - 75" **NON-INTERACTIVE** (CDE7510)	$ 2,519.00	$ 5,038.00
4	ViewSonic Commercial Display - 65" **NON-INTERACTIVE** (CDE6510)	$ 1,350.00	$ 5,400.00
1	ViewSonic CDE4803 48" Class LED display - hotel / hospitality - 1080p (Full HD) 1920 x 1080	$ 666.00	$ 666.00
80	Wall Mounts 55", 65", and 75" Displays	INCLUDED	INCLUDED
80	Belkin 10ft HDMI Cable, M/M HDMI cable - HDMI (M) to HDMI (M) - 10 ft - black	$ 7.00	$ 560.00
80	Dual Band Wireless Module for Viewboard IFP50 Series	FREE	FREE
80	EXTENDED WARRANTY - 4th YR and 5th YR	FREE	FREE
360	Google Management Console License	$ 23.50	$ 8,460.00
12	Dell Mobile Computing Cart (Unmanaged) CMPCT36	$ 1,160.00	$ 13,920.00
360	Dell Chromebook 11 3189 Flip design - Celeron N3060 / 1.6 GHz - Chrome OS - 4 GB RAM - 32 GB eMMC - 11.6" IPS touchscreen 1366 x 768 (HD) - HD Graphics 400 - Wi-Fi - black - BTS - with 1 Year Dell Mail-In Service	$ 280.00	$ 100,800.00
360	DCTS White Glove Service: Asset tag, enroll device using provided login credentials for Chrome management, configure districtWiFi, create spreadsheet with s/n,building and asset tag number (per device service)	$ 5.00	$ 1,800.00

12	DCTS Wire Management - Installation of Chromebook AC Adapters in Cart, placement of Chromebooks in carts, labeling of cart per OLSD Direction	$ 150.00	$ 1,800.00
1	**Freight - FREE WITH PURCHASES OVER $10k for VIEWSONIC MATERIALS*****	FREE	FREE
		FREIGHT	
		TOTAL	$ 286,144.00

Quotation prepared by: Nick Grinstead / Dayton Cincinnati Technology Services LLC

To accept this quotation, sign here and return: 5-3-18

Dayton Office:
937.836.7949
108 North Main St.
Englewood, Ohio 45322

Cincinnati Office:
513.892.3940
5757 Cornell Road
Blue Ash, Ohio 45242

Columbus Office:
614.405.2014
79 South State St. Suite D 2
Westerville, Ohio 43081

QUOTE CONFIRMATION

PEOPLE WHO GET IT

DEAR MONA RAYBURN,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. Click here to convert your quote to an order.

ACCOUNT MANAGER NOTES:

Thank you for your order. Please make sure to check your order for the correct products and/or damages. CDW is only able to accept returns up to 30 days from invoice date. After 30 Days a 15% restocking fee will be assessed. After 60 days a 30% restocking fee will be assessed.

Wes
877.874.9063

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
JSMD617	4/20/2018	BERLIN	6291796	$348,625.44

IMPORTANT - PLEASE READ

Special Instructions: Please be sure to verify your order.
CDW will accept returns for up to
30 days. After 30 days a 15%
restocking fee will be assessed.
After 60 days a 30% restocking fee
will be assessed. Thank you! Wes

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
DELL CTO 3050 I5-7500T 128/8 W10P Mfg. Part#: 3000023910110 Contract: MARKET	222	5061647	$524.79	$116,503.38
DELL CTO 19IN MONITOR - E1916H Mfg. Part#: 3000023817024 Contract: MARKET	222	5047846	$76.57	$16,998.54
DELL CTO OPTIPLEX MICRO AIO MOUNT Mfg. Part#: 3000023910107 Contract: MARKET	222	5063917	$35.01	$7,772.22
DELL CTO 3420 I5-7600 256/16 W10P Mfg. Part#: 3000024310397 Contract: MARKET	85	5076507	$1,285.41	$109,259.85
DELL CTO 23IN MONITOR - E2318H Mfg. Part#: 3000024276257 Contract: MARKET	85	5075417	$109.23	$9,284.55
DELL CTO 3180 N4200 128/8 W10P Mfg. Part#: 3000024289743 Contract: MARKET	90	5075614	$433.19	$38,987.10

QUOTE DETAILS (CONT.)				
Ergotron YES36 Charging Cart for Mini-Laptops - Made with Anthro DNA Mfg. Part#: YESMOR2GMPW4 UNSPSC: 56101535 Contract: MARKET	3	3957285	$1,125.00	$3,375.00
DELL CTO 5520 I5-7300HQ 256/16 W10P Mfg. Part#: 3000024398115 Contract: MARKET	30	5079976	$1,548.16	$46,444.80

PURCHASER BILLING INFO		
Billing Address: OLENTANGY LOCAL SCHOOL DISTRICT ACCOUNTS PAYABLE 7840 GRAPHICS WAY LEWIS CENTER, OH 43035-8002 **Phone:** (740) 657-4063 **Payment Terms:** NET 30 Days-Govt/Ed	**SUBTOTAL**	$348,625.44
	SHIPPING	$0.00
	GRAND TOTAL	**$348,625.44**
DELIVER TO	**Please remit payments to:**	
Shipping Address: BERLIN HIGH SCHOOL / Shanahan middle School 814 SHANAHAN RD LEWIS CENTER, OH 43035-9078 **Shipping Method:** DROP SHIP-COMMON CARRIER	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION				
Wes Farrell	|	(877) 874-9063	|	wesfar@cdw.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at
http://www.cdwg.com/content/terms-conditions/product-sales.aspx
For more information, contact a CDW account manager

© 2018 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

4-25-18