Table of Contents

May 11 BOE Mtg. Agenda
April 13 BOE Mtg.Minutes
Resume (Taylor Schrock)
Resume (Rebecca Shriver)
Resume (Madison Monheim)
Student Handbook (CIS)
Student Handbook (WMS)
Student Handbook (WHS)
Student Handbook (Elementary)
Student Handbook (Preschool)
ComDoc Terms & Conditions
Siteimprove Agreement
2019-2020 Graduation Roster (Tentative)
Medina County Bd. of Dev. Disabilities (Agreement)
Medina County Bd. of Dev. Disabilities (One-on-One Transition Program)
Medina County Bd. of Dev. Disabilities (STEP/ESY Program)
WESPA Agreement
Policy 4162
Policy 7540.03
Traveling Classrooms Tour Contract
Request for Qualificaitons (CIS Architectural & Design Services)
Alternate School Food Authority Arrangement
Connection Education Agreement
Alliance for High Quality Education Membership
RBT Aide Job Description
RBT Attendant Job Description
5-Year Forecast Summary & Assumptions
5-Year Forecast
Cash Summary Report
Monthly Financial Update

WADSWORTH CITY SCHOOL DISTRICT
BOARD OF EDUCATION

WADSWORTH, OHIO

REGULAR STATED MEETING
MONDAY, MAY 11, 2020, 7:00 P.M.

TO JOIN BY VIDEO CLICK THE FOLLOWING LINK:

https://meet.google.com/pdz-vfxj-yie

TO JOIN BY TELEPHONE CALL THE FOLLOWING NUMBER:

+1 317-659-0713
PIN: 697 249 545#

AGENDA

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

IV. Motion for Approval and Signing of Regular Stated Meeting Minutes

V. Administrative Discussion Items, Presentations, and Updates

A. Presentation: Five-Year Forecast, Mr. Doug Beeman, Treasurer
B. Update on our Pandemic Response, End of the School Year and Future Planning

VI. Administrative Items

A. PERSONNEL CONSENT ITEMS

1. Employments

a) Taylor Schrock, Certified Teacher
b) Rebecca Shriver, Certified Teacher
c) Madison Monheim, Certified Teacher

2. Administrative contracts for 2020-2022 (remainder of administrative staff in the middle of 2-year contracts will receive salary notices for the 2020-2021 school year)

a) Steven Brady
b) Michele Evans

c) Roger Havens
d) Kristen Rodkey
e) Gabe Tudor
f) Nance Watts

3. Administrative contract for 2020-2023

    a) Roger Wright

4. Salary Exempt two-year contracts for 2020-2022 (remainder of salary exempt staff in the middle of 2-year contracts will receive salary notices for the 2020-2021 school year)

    a) Mike Hostetler
    b) Corinne Magensky
    c) Jill Peterson
    d) Ashley Ruedisueli
    e) Ryan Whited

5. Non-teaching School Employee 2-year contracts (2020-2022)

    a) Catherine Adkins
    b) Peter Alexander, Jr.
    c) Paige Baranowski
    d) Kristin Beddow
    e) Tiffany Braman
    f) Crystal Brant
    g) Maria Canfora
    h) Michelle Cantwell
    i) Angela Carretta
    j) Maria Chambers
    k) Denise Clark
    l) Nicole Davis
    m) Jessica Ely
    n) Karyn Falor
    o) Billie Fox
    p) Danielle Francis
    q) Shannon Fultz
    r) Dawn Gangle
    s) Mackenzie Gardner
    t) Michelle Gerlitz
    u) Belinda Good
    v) Brian Haren
    w) Brittney Harris
    x) Kristen Highland
    y) Sheena Huffman
    z) Nicole Ives
    aa) April Jira
    bb) Laura Kerstetter

cc) Tabatha Kosier
dd) Donna Kubiak
ee) Heather Lawrence
ff) Jennifer Layton
gg) Stephanie Lutz
hh) Melissa Martin
ii) Tiffany McMillen
jj) Kenneth Merkle
kk) Jay Minkin
ll) Holly Musacchia
mm) Lanni Mynk
nn) Melissa Nagel
oo) Angie Newcomer
pp) Frank Nutter
qq) Rebecca Osborne
rr) Christine Race
ss) Wendy Rogers
tt) Elizabeth Rondy
uu) Kelly Ross
vv) Loree Runkle
ww) Melanie Schneider
xx) Barbara Skamer
yy) Sarah Snyder
zz) Lisa Stadvec
aaa) Matthew Strobel
bbb) Jennifer Swain
ccc) Kimberly Tobias
ddd) Erin Veverka
eee) Allyson Wagner
fff) April Wellman
ggg) Dayna Wolf
hhh) Andrea Yorke

6. Supplemental Contracts, per attached list

7. Resignations

    a) Amanda Howard, eff. 4/15/2020
    b) Brenda Zvada, retirement eff. 7/1/2020

8. Recommendation to approve unpaid leave for Kelsey Thomas, from 5/8/2020 through the remainder of the 2019-2020 school year

9. Recommendation to implement a partial reduction in staff for Ms. Susan Everhart effective August 17, 2020

B. ACTION CONSENT ITEMS

1. Recommendation to accept the following donations:

a) $500 from the VFW Auxiliary Post 1089
b) $2,000 from the Wadsworth Lions Club
c) $5,000 from the Band Boosters
d) $40,000 anonymous donation

2. Recommendation to approve the following student handbooks:

    a) Central Intermediate School
    b) Wadsworth Middle School
    c) Wadsworth High School
    d) Elementary School
    e) Preschool

3. Recommendation to approve the ComDoc Terms and Conditions for the Papercut Unlimited License Conversion, effective March 9, 2020

4. Recommendation to approve the Siteimprove Software-as-a-Service Subscription Agreement

5. Recommendation to accept the tentative Wadsworth High School 2020 graduation roster

6. Recommendation to approve the Agreement between the Medina County Board of Developmental Disabilities and the Wadsworth City School District Board of Education for the period of August 20, 2020 through May 27, 2021

7. Recommendation to approve the Agreement for a One-on-One Transition Program between the Medina County Board of Developmental Disabilities and the Wadsworth City School District Board of Education for the period of August 20, 2020 through August 20, 2021

8. Recommendation to approve the Agreement for the STEP/ESY Program between the Medina County Board of Developmental Disabilities and the Wadsworth City School District Board of Education for the period of August 20, 2020 through August 20, 2021

9. Recommendation to approve the Collective Bargaining Agreement between the Wadsworth Educational Support Personnel Association OEA/NEA and the Wadsworth City School District Board of Education for the period of July 1, 2020 through June 30, 2023

10. Recommendation to approve a second reading and adoption of the following revised Wadsworth City School District Board of Education policies:

    a) 4162, Drug and Alcohol Testing of CDL Licensure Holders and Other Employees Who Perform Safety-Sensitive Functions

    b) 7540.03, Student Technology Acceptable Use and Safety

11. Recommendation to approve the Traveling Classrooms Tour Contract

12. Recommendation to approve the Request for Qualifications Architectural and Design Professional Services for Wadsworth City School District- New Central Intermediate School Project

13. Recommendation to approve the Alternate School Food Authority (SFA) Agreement between Sacred Heart of Jesus School and the Wadsworth City School District Board of Education

14. Recommendation to approve the Day Treatment-Purchase Service Agreement for the 2020-2021 School Year between Connection Education Services Inc. and the Wadsworth City School District Board of Education

15. Recommendation to approve continued membership in the Alliance for High Quality Education from July 1, 2020 through June 30, 2021

16 Recommendation to approve the following job descriptions:

a) Registered Behavior Technician Aide
b) Registered Behavior Technician Attendant

VII. Items of the Treasurer

A. ACTION CONSENT ITEMS

1. Recommendation to approve the amended FY 2020 five-year forecast and assumptions for submission to the Ohio Department of Education

2. Resolution authorizing the Treasurer to pay all FY 20 supplemental contracts at 100% of the contract issued even if the entire contract was not fulfilled due to the COVID 19 pandemic and school building closure

3. Recommendation to approve the receipt of funds from the Medina County Sales Tax (Fund 071) to the Ohio School Facilities Commission (OSFC) Maintenance Fund (Fund 034) to meet the OSFC half mill maintenance levy requirement for fiscal year 2020

4. Recommendation to approve a transfer of $5,000 from the General Fund to the Band Uniform Replacement Fund

5. Recommendation to accept the April financial reports as presented and subject to audit:
    a. Appropriation Summary Report
    b. Revenue Summary Report
    c. Cash Summary Report
    d. Monthly Financial Update Report

VIII. Legislative Update

IX. Floor Items

X. Board Member Items

XI. Executive Session

WHEREAS, a public board of education may hold an executive session only after a majority quorum of this board determines by a roll call vote to hold such a session and only at a regular or special meeting for the sole purpose of the consideration of any of the following matters:

A. To consider one or more, as applicable, of the check marked items with respect to a public employee or official:

1. Appointment
2. Employment ✔
3. Dismissal
4. Discipline
5. Promotion
6. Demotion
7. Compensation
8. Investigation of charges/complaints (unless public hearing requested)

B. To consider the purchase of property for the public purposes or for the sale of property at competitive bidding

C. Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action

D. Preparing for, conducting or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

E. Matters required to be kept confidential by federal law or rules or state statutes

F. Specialized details of security arrangements where disclosure of the matters discussed might reveal information that could be used for the purpose of committing or avoiding prosecution for a violation of the law

NOW, THEREFORE BE IT RESOLVED, that the Wadsworth City Board of Education, by a majority of the quorum present at this meeting, does hereby declare its intention to hold an executive session on A2 as listed above.

XII. Adjournment

In accordance with State and Federal law, the District will provide reasonable accommodations to persons with disabilities who wish to attend and/or participate in school events. Such individuals should notify the Superintendent if they require a reasonable accommodation.

EMPLOYMENTS
May 11, 2020

Supplemental Contracts

Dennis Schrock	WHS Summer School Teacher (Economics)
Charles Hamilton	WHS Summer School Teacher (Government)
Victoria Albanese	Extended Service (18 hrs.)
Ashley Bonenfant	Extended Service (18 hrs.)

WADSWORTH CITY SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Stated Meeting
May 11, 2020

Agenda Detail Sheet

VI. Administrative Items

A. PERSONNEL CONSENT ITEMS

1(a). Taylor Schrock: Ms. Schrock is being recommended to fill the multiple disability teaching position at Wadsworth High School that was added during the current school year due to student need, as identified in each student's individual education program (IEP). The position has been filled by a substitute teacher, most recently Ms. Schrock, since its inception in the fall of 2019. This move starts in the 2020-2021 school year.

1(b). Rebecca Shriver: Ms. Shriver is being recommended to fill the preschool teaching position which is necessary due to student enrollment. The position had been filled by Ms. Shriver as a substitute for part of the 2019-2020 school year.

1(c). Madison Monheim: Ms. Monheim is being recommended to fill the intervention specialist position at Lincoln Elementary School left open by the move for next school year of Ms. Emily Pignato to an open intervention specialist position at Central Intermediate School. The Central Intermediate School intervention specialist position was left open by the move for next school year of Mr. Blake Dickson to Wadsworth Middle School for a new intervention specialist position that is needed due to the needs of our students, as identified in each student's individual education program (IEP).

9. Susan Everhart: The partial reduction in staff of Ms. Susan Everhart being recommended for approval, effective August 17, 2020, is necessary for financial reasons. We have made a decision to phase out our marketing program, which is part of the Four Cities Compact. During the 2020-2021 school year, there will only be a senior-level program in this area. Beginning with the 2021-2022 school year, the program will be fully eliminated.

B. ACTION CONSENT ITEMS

3. **Comdoc Terms and Conditions:** The Comdoc Terms and Conditions for Papercut Unlimited license Conversion being recommended for approval is necessary to allow us to continue to purchase the Papercut program that is used to manage printing throughout our district.

4. **Siteimprove Subscription Agreement:** The Siteimprove Software-as-a-Service Subscription Agreement being recommended for approval will continue to allow us to use Siteimprove Software to help with the monitoring of our website.

5. **Wadsworth High School 2020 Graduation Roster:** The Wadsworth High School 2020 graduation roster being recommended for approval is preliminary, and may change, depending on second semester grades.

6. **Medina County Board of Developmental Disabilities Agreement:** The Agreement between the Medina County Board of Developmental Disabilities and the Wadsworth City School District Board of Education, for the period of August 20, 2020 through May 27, 2021, being recommended for approval outlines the responsibilities of both parties, as they relate to students who qualify for services.

7. **One-on-One Transition Program:** The Agreement for a One-on-One Transition Program between the Medina County Board of Developmental Disabilities and the Wadsworth City School District Board of Education, for the period of August 20, 2020 through August 20, 2021, being recommended for approval will allow our school district to utilize the one-on-one transition program through Medina County Board of Developmental Disabilities if students require the services, as determined by a student's individual education programs (IEP).

8. **STEP & ESY Agreement:** The STEP & ESY Agreement between the Medina County Board of Developmental Disabilities and the Wadsworth City School District Board of Education, for the period of August 20, 2020 through August 20, 2021, being recommended for approval will allow our school district to utilize the STEP & ESY programs through Medina County Board of Developmental Disabilities if students require the services, as determined by a student's individual education programs (IEP).

9. **Wadsworth Educational Support Personnel Association (WESPA) *Collective Bargaining Agreement*:** The *Collective Bargaining Agreement* between the Wadsworth Educational Support Personnel Association OEA/NEA and the Wadsworth City School District Board of Education for the period of July 1, 2020 through June 30, 2023 being recommended for approval represents the final product of the collective bargaining process that concluded on March 19, 2020.

10. **Revised Wadsworth City School District Board of Education Policies:** The revised Wadsworth City School District Board of Education policies being recommended for a second reading and approval are necessary for the following reasons:

    a) 4162, Drug and Alcohol Testing of CDL Licensure Holders and Other Employees Who Perform Safety-Sensitive Functions: The revisions align our policy with current federal and state law. The revisions include a detailed account of the situations under which post-accident testing will be required and the definition of safety-sensitive function.

    b) 7540.03, Student Technology Acceptable Use and Safety: The revisions clarify that the Board and parents of minors are responsible for setting and conveying the standards that their children should follow when using the

Internet at school or for school purposes. In addition, the revisions remove the student and parent/guardian sign-off form, as it is not required by law, and the reference to the accompanying Wadsworth City School District Administrative Guidelines, which do not exist.

11. **Traveling Classrooms Tour Contract:** The Traveling Classrooms Tour Contract for March 24-26, 2021 being recommended for approval is necessary for our eighth grade trip to Washington, D.C. and Gettysburg.

12. **Request for Qualifications:** The Request for Qualifications Architectural and Design Professional Services for Wadsworth City School District- New Central Intermediate School Project being recommended for approval will allow us to announce our request for qualifications for architectural and design professional services. This is the next step in the process for the potential Central Intermediate School construction project, per the timeline detailed on the January 8, 2020 resolution approved by the Wadsworth City School District Board of Education.

13. **Alternate School Food Authority (SFA) Arrangement:** The Alternate School Food Authority (SFA) Agreement, for the period of July 1, 2020 through June 30, 2021, being recommended for approval will allow our school district to continue to manage the lunch program at Sacred Heart of Jesus School during the 2020-2021 school year.

14. **Connection Education Services Inc. Day Treatment-Purchase Service Agreement for the 2020-2021 School Year:** The Connection Education Services Inc. Day Treatment-Purchase Service Agreement for the 2020-2021 school year being recommended for approval will allow our school district to continue to place students in the LEAP Program if the student's individual education program (IEP) requires this placement.

15. **Alliance for High Quality Education Membership:** The Alliance for High Quality Education membership for the 2020-2021 school year being recommended for approval will allow our district to continue to leverage the lobbying efforts and other resources of this organization. The Alliance for High Quality Education is comprised of districts that are similar to Wadsworth and that have a common interest in advocating for adequacy and objective, cost-related school funding levels. The Wadsworth City School District has been a member of the Alliance for High Quality Education since February of 2014.

16. **Job Descriptions:** The RBT Aide and RBT Attendant job descriptions being recommended for approval are new. The positions, which are needed due to the the needs of students, as identified in each student's individual education program (IEP), are included in the new *Collective Bargaining Agreement* with the Wadsworth Educational Support Personnel Association OEA/NEA (WESPA) (see Action Consent Item #9). Adding these positions within our school district will reduce the need to hire them through third party providers, saving our school district money.

VII. Items of the Treasurer

A. ACTION CONSENT ITEMS

1. **Amended 5-Year Forecast:** The Board of Education is required to approve an updated five-year forecast in May of each year. The updated forecast will reflect changes to our revenue and expenditure projections from the last forecast in November. The major changes are:

    - Increase FY 2020 property tax revenue by 2.2%
    - Decrease FY 2020 PUPP tax revenue by 2.25%
    - State Aid - Reduction of $893,782 in FY 20 and 21. Current law is guaranteed funding in year two of biennium. See assumptions for more information related to the COVID 19 pandemic and onslaught of an economic recession.
    - Decrease casino money in FY21 by 40% due to casinos being closed since March 16, 2020
    - Additional 4.5 FTE teaching positions for FY 2021

2. **Payment of FY 20 Supplemental Contracts:** The Auditor of State recommended that Boards of Education pass a resolution authorizing the payment of any and all personnel paid during the school building closure. Ohio Revised Code clearly requires that school personnel be paid during a pandemic; however, the Auditor recommended the authorization as a best practice.

3. **Approve Receipt of Funds from the Medina County Sales Tax (Fund 071) to the Ohio School Facilities Commission (OSFC) Maintenance fund (Fund 034):** The district must meet the requirements of the OFCC ½ mil maintenance levy. Therefore, the district is required to receipt a portion of the proceeds from the sales tax to the 034 fund.

4. **Transfer of $5,000 from the General Fund to the Band Uniform Replacement Fund:** The Board of Education annually makes a contribution to the Band Uniform Replacement Fund and the Band Boosters match said contribution.

RECORD OF PROCEEDINGS
WADSWORTH CITY BOARD OF EDUCATION

Minutes of Regular Meeting Date: April 13, 2020

The Wadsworth City Board of Education met in Regular Session on Monday, April 13, 2020, at **7:00** P.M via Google Meet.

PLEDGE OF ALLEGIANCE AND ROLL CALL

Present	Batey, Gordon, Kramer, McComas, Stevens
Absent	
Administrators	**7**
Staff	**3**
Visitors	**12**
Student Liaison	Logan Egleston

20-4-29 **APPROVAL OF BOARD MINUTES**

The motion was made by **Gordon**, seconded by **McComas**, to approve the following Board of Education Meeting Minutes:

Regular Session March 9, 2020

VOTE: Yea - Gordon, Kramer, McComas, Stevens, Batey
Nay - None Motion Carried,

ADMINISTRATIVE DISCUSSION ITEMS, PRESENTATIONS AND UPDATES

A. 2020-2021 Kindergarten Registration

B. Wadsworth Remote Learning Website

C. Wadsworth Knows How Initiative

D. Board of Education 2019-2020 Goals

E. Discussion: Virtual Spirit Week

ADMINISTRATIVE ITEMS

20-4-30 Upon the recommendation of Superintendent Hill, the motion was made by **Stevens**, seconded by **McComas**, to adopt the Personnel Consent Items from the April 13, 2020, Regular Meeting, as presented:

A. **PERSONNEL CONSENT ITEMS**

1. Employments

a) Limited Teaching Contracts for 2020-21 or 2020-22

(The remainder of teaching staff in the middle of two (2) year contracts and those on continuing contracts will receive salary notices for the 2020-2021 school year.)

Krista Acierto		(20-22)
Jennifer Ballinger		(20-22)
Mallory Bergstresser		(20-22)
Stephanie Bever	(20-21)	
Ashley Bonenfant	(20-21)	
Laura Boyert	(20-21)	
Anthony Boytim	(20-21)	
Lisa Bressler		(20-22)
Taryn Busson	(20-21)	
Amelia Capotosta		(20-22)
Jill Carpenter-Miller	(20-21)	
Jessica Chada	(20-21)	
Patricia Chrisman		(20-22)
Justine Cianchetti		(20-22)
Katherine Coleman	(20-21)	
Johanna Corbin		(20-22)
Margo Costello	(20-21)	
Sarah Crowley	(20-21)	
Eric Cucuz	(20-21)	
Kalyn Davis		(20-22)
Blake Dickson		(20-22)
Nicole Doyle	(20-21)	
Haley Duerr	(20-21)	
Chelsea Duty	(20-21)	
Eric England		(20-22)
Kelsie Erhard	(20-21)	
Susan Everhart	(20-21)	
Shannon Fisher		(20-22)
Krystal Flory	(20-21)	
Allison Franzolino	(20-21)	
Laurie Freund		(20-22)
Jessica Gabor	(20-21)	

Colleen Gazy		(20-22)
Jessica Gibson		(20-22)
Angela Hall	(20-21)	
Kelly Hall	(20-21)	
Susan Hamblen		(20-22)
Austin Hanna	(20-21)	
Ashley Heffinger	(20-21)	
Amanda Henthorn	(20-21)	
Shannon Herlihy	(20-21)	
Zachary Humrichouser	(20-21)	
Rebecca Jett	(20-21)	
Christopher Kallai		(20-22)
Deena Keller	(20-21)	
Kimberly Kirven		(20-22)
Hannah Lahiff	(20-21)	
Kelly Laib	(20-21)	
Megan Letner	(20-21)	
Briana Lowdermilk	(20-21)	
Sally Lucas		(20-22)
Taylor Lundin	(20-21)	
Jeffrey Marini	(20-21)	
Jennifer Martin		(20-22)
Sarah Maxon	(20-21)	
Sarah McCafferty	(20-21)	
Michelle (Bree) McNeill	(20-21)	
Erin McPherson	(20-21)	
Matthew Milano	(20-21)	
Katie Morfchak		(20-22)
Meghan Nichols		(20-22)
Erin O'Shaughnessy	(20-21)	
Emily Osting		(20-22)
Allison Pallija		(20-22)
Gretchen Pappas		(20-22)
Tallie Paz	(20-21)	
Brianne Pernod		(20-22)
Samuel Piehl		(20-22)
Emily Pignato		(20-22)
Samantha Quallich	(20-21)	
Alexandra Richards		(20-22)
Lindsay Rohrbach		(20-22)
Dennis Schrock		(20-22)
Philip Seenes		(20-22)

Joseph Shalala		(20-22)
Jeffrey Shenker		(20-22)
Jennifer Sorrent	(20-21)	
Kristie Stoll		(20-22)
Meredith Stratton	(20-21)	
Dianna Tenyak		(20-22)
Georgia Terovolas		(20-22)
Kelsey Thomas	(20-21)	
Justin Todd		(20-22)
Chari Turski		(20-22)
Serra VanZandt	(20-21)	
Aubrey Virgin	(20-21)	
Anna Warren	(20-21)	
Briana Whited		(20-22)
Kaitlyn Wilson		(20-22)
Kathryn Witmer		(20-22)
Timothy Yoder		(20-22)
Alexandra Zwisler	(20-21)	

b) <u>New Continuing Contracts</u>

Amy Muhl
Brandon Nolin
Matthew Saunders
Chad Wolf

c) Taylor Schrock Home Instruction Tutor (eff. 04/13/20)

d) <u>Volunteers</u>

Catherine Adkins
David Adler
Brittany Basinger
Tanisha Dietry
Brittany Gerstenslager
Emily Giardi
Kara Hanzie
Catherine Hutzel (eff. 03/09/20)
Diane Lucas
Kristel Stone

e) Athletic Event Workers

Division I Wrestling Sectional Team Tournament (02/29/20 at WHS)

Sam Brandenburg	Tournament Manager	($275)
Brad Musgrave	Asst. Manager	($ 50)
Mike Kyner	Announcer	($ 75)
John Gramuglia	Score Table	($ 75)
Lorraine Brandenburg	Score Table	($ 75)
Val Dannemiller	Ticket Seller	($100)
Jan Richards	Ticket Seller	($100)
Aly Hutton	Ticket Taker	($100)

2. Resignations

a)	Mary Penrod	Non-Teaching Employee	(retire eff. 05/28/20)
b)	Tabitha Roberts	Non-Teaching Employee	(eff. 03/27/20)
c)	Erin Foster	Long-Term Certified Substitute	(eff. 05/30/20)
d)	Hannah Lahiff	Speech Pathologist	(eff. 05/30/20)

3. Recommendation amend the return date for Amelia Capotosa's unpaid leave until April 2, 2020.

VOTE: Yea – Kramer, McComas, Stevens, Batey, Gordon
Nay – None Motion Carried,

20-4-31 Upon the recommendation of Superintendent Hill, the motion was made by **Kramer**, seconded by **McComas**, to adopt the Action Consent Items from the April 13, 2020, Regular Meeting, as presented:

B. **ACTION CONSENT ITEMS**

1. Recommendation to approve the Retirement Plan Compliance and Administration Services Agreement between TSA Consulting Group, Inc. and the Wadsworth City School District to provide 403(b) retirement plan compliance with regulations issued by the Internal Revenue Service (IRS) effective April 1, 2020. (ATTACHED)

2. Recommendation to approve the Wadsworth City School District's 403(b) Plan Document as provided by TSA Consulting Group, Inc., effective April 1, 2020 **(ATTACHED)**

3. Recommendation to accept the following donations:

a)	Wadsworth Girls Lacrosse Club	$1,731.75
b)	Milligan Insurance Agency	$1,455.00
c)	A-1 Sports Sales	$1,500.00
d)	A-1 Sports Sales	$ 100.00

4. Recommendation to approve the Evolve Academy of Medina City School District Contract Addendum**.** **(ATTACHED)**

5. Recommendation to approve the Educational Service Center of Medina County 2020-2021 County Service Agreement**.** **(ATTACHED)**

6. Recommendation to approve the Owner-Contractor Agreement between Perrin Asphalt Company, Inc. and the Wadsworth City School District Board of Education**.** **(ATTACHED)**

7. Recommendation to approve the revised dates of April 3-12, 2021 for the Grizzlies Abroad overnight trip to Austria, the Czech Republic, and Italy**.** **(ATTACHED)**

8. Recommendation to approve the Settlement Agreement and General Release between Pamela J. Hammel and the Wadsworth City School District Board of Education**.** **(ATTACHED)**

9. Recommendation to approve the use of the law firm of Harpst Becker for school construction-related services.

10. Recommendation to approve an increase in the adult lunch price to $3.65.

11. Recommendation to approve the 2020-2021 Ohio Student Accident Insurance Program administered by Student Protective Agency**.** **(ATTACHED)**

12. Recommendation to approve the following reduction in student instruction hours for the 2019-2020 school year:

School	Grade(s)	Reduced Hours
Franklin Elementary	K	36.48
Franklin Elementary	1-4	36.48
Isham Elementary	K	35.52
Isham Elementary	1-4	36.48
Lincoln Elementary	K	36.48
Lincoln Elementary	1-4	36.48
Overlook Elementary	K-4	36.00
Valley View Elementary	K	36.00
Valley View Elementary	1-4	36.48
Central Intermediate	5-6	37.32
Wadsworth Middle	7-8	39.00
Wadsworth High	9-12	39.00

13. Recommendation to approve the continued education of our students via web access, pursuant to Ohio Revised Code 3313.482 and recently enacted House Bill 197, from March 24, 2020 through the end of the current closure period, as determined by our Governor, or the last student day of the 2019-2020 school year (May 28, 2020), whichever comes first.

14. Recommendation to approve a second reading and adoption of the following Wadsworth City School District Board of Education policies:

a)	1520	Employment of Administrators (revised)
b)	2464	Gifted Education and Identification (revised)
c)	3120	Employment of Professional Staff (revised)
d)	3120.04	Employment of Substitutes (revised)
e)	3120.05	Employment of Personnel in Summer School and Adult Education Programs (revised)
f)	3120.08	Employment of Personnel for Co-Curricular/Extra-Curricular Activities (revised)
g)	4120	Employment of Classified Staff (revised)
h)	4120.08	Employment of Personnel for Co-Curricular/Extra-Curricular Activities (revised)
i)	4124	Employment Contract (revised)
j)	5460	Graduation Requirements (revised)
k)	5460.02	Students At Risk of Not Qualifying for a High School Diploma (new)
l)	6107	Authorization to Accept and Distribute Electronic Records and to Use Electronic Signatures (revised)

15. Recommendation to adopt the following English Language Arts textbook/ instructional materials beginning with the 2020- 2021 school year:

    a) Heggerty Phonemic Awareness Curriculum (2020) by Literacy Resources, LLC. Kindergarten curriculum for all kindergarten classes and primary curriculum for all tutors.

    b) Units of Study in Phonics (2019) by Heinemann, grades K-2.

    c) Units of Study in Reading by Heinemann, grades K-6.

    d) Units of Study in Writing by Heinemann, grades K-6.

    e) HMH Into Literature (2020) by Houghton Mifflin Harcourt, grades 7-8.

    f) Study Sync (2020) by McGraw-Hill, grades 9-12.

16. Recommendation to approve the addendum to the Wadsworth City School District Independent Contractor Agreement between ABA Behavioral Health Specialists and the Wadsworth City School District Board of Education (previously approved on August 12, 2019 and February 10, 2020). **(ATTACHED)**

17. Recommendation to modify the issuance of letter grades, per Board of Education Policy 5430, Class Rank, for the fourth quarter/third trimester of the 2019-2020 school year as follows:

    a) For students in Preschool through Grade 8, fourth quarter/third trimester grades will be pass/no pass.

    b) For students in Grades 9-12 and Middle School students taking a high school course, at the end of the fourth quarter the student will have the option of receiving a pass/no pass or the grade earned for the fourth quarter.

18. Recommendation to approve the Negotiated Agreement between the Wadsworth Education Association and the Wadsworth City School District Board of Education for the period of July 1, 2020 through June 30, 2023. **(ATTACHED)**

19. Recommendation to approve the use of Summa Health for pre-employment drug testing services. **(ATTACHED)**

20. Recommendation to approve the Statement of Work between CDW Government, LLC and the Wadsworth City School District Board of Education. **(ATTACHED)**

21. Recommendation to approve the revised Hourly Exempt Employee Benefit Provision Manual.

22. Recommendation to approve the first reading of the following revised Wadsworth City School District Board of Education policies:

a) 4162 Drug and Alcohol Testing of CDL Licensure holders and Other Employees Who Perform Safety-Sensitive Functions

b) 7540.03 Student Technology Acceptable Use and Safety

23. Recommendation to approve the Memorandum of Understanding between the Wadsworth Education Association and the Wadsworth City School District Board of Education**.** **(ATTACHED)**

VOTE: Yea – McComas, Stevens, Batey, Gordon, Kramer
Nay – None Motion Carried,

20-4-32 Upon the recommendation of Superintendent Hill, the motion was made by **Stevens**, seconded by **Gordon**, to adopt the Personnel Item from the April 13, 2020, Regular Meeting, as presented:

C. **PERSONNEL ITEM**

1. Pam Hammel Non-Teaching Employee (resign eff. 02/03/20)

VOTE: Yea – Stevens, Batey, Gordon, Kramer, McComas
Nay – None Motion Carried,

ITEMS OF THE TREASURER

20-4-33 Upon the recommendation of Treasurer Beeman, the motion was made by **Kramer**, seconded by **McComas**, to adopt the Action Consent Items of the Treasurer from the April 13, 2020, Regular Meeting, as presented:

A. **ACTION CONSENT ITEMS**

1. Resolution authorizing the Treasurer to continue compensation of all regularly contracted employees (full-time and part-time) due to the Coronavirus (COVID 19) pandemic beginning March 16, 2020.

Said employees are assigned to work at home to continue school operations. In addition, any and all employees may be called to work in buildings or on school grounds consistent with the Governor's closing of school and stay at home order.

Said compensation will continue until such time as the Board of Education takes action to suspend or discontinue said practice.

In addition, the Board of Education authorizes the Treasurer to continue pay for the following employees:

Long-Term Substitutes:

Employee	Position	Rate	Start Date	Other
Shriver, Rebecca	Teacher	234.14	03/16/2020	n/a
Poldrui, Michayla	Teacher	234.14	03/16/2020	n/a
Sandridge, Carly	Teacher	234.14	03/16/2020	end date 04/03/2020
Bair, Cora	Teacher	95.00	03/19/2020	n/a
Van Dyke, Pamela	Teacher	67.45	03/19/2020	n/a
Schrock, Taylor	Teacher	95.00	03/19/2020	n/a

Hourly Employees:

Employee	Position	Rate	Start Date	Other
Layton, Jennifer	Van Driver	12.67	03/16/2020	4hrs 35min / day
Gangle, Richard	Custodian	12.16	03/16/2020	8 hrs / day
Adams, Donna	BC Tutor	28.08	03/16/2020	1.5 hrs / day
Gerberich, Cheryl	BC Tutor	33.88	03/16/2020	4 hrs / day
Mountjoy, Thomas	Carpentry Asst.	20.00	03/16/2020	2 hrs / day

2. Recommendation to accept the March financial reports as presented and subject to audit.

VOTE: Yea – Batey, Gordon, Kramer, McComas, Stevens
Nay – None Motion Carried,

LEGISLATIVE UPDATE

GORDON HB 197 has been the focus of the Legislature. Gordon commended the Governor and his office for all of the action taken by the Governor and Legislature dealing with this pandemic including the provisions that allowed this online Board meeting to be in compliance with the Sunshine Law.

FLOOR ITEMS

Ira Hamman commented that the Board did a nice job with the electronic meeting.

BOARD MEMBER ITEMS

EGLESTON Commented that this is his first experience with online learning and his teachers are communicating with students and learning is happening. Said he has been very happy with the experience so far and at times believes they are covering more information than in a classroom environment. Thanked the medical field for their sacrifices. Sent a message to our students and community to stay strong and stay inside.

GORDON Thanked the Leadership Team for the solid leadership during this pandemic. Thanked the teachers for what they are doing to adapt to this new reality. Thanked the students and families for persevering. Congratulated the Treasurer's Office for switching accounting systems in the middle of a pandemic.

McCOMAS Said that as a parent, it has been great to see how everyone including the staff and students have adapted to this new environment. Mentioned that it was great to see such positive outcomes. Thank you to all. Stay positive, stay strong and stay safe.

KRAMER Stated that there is not one person that has not been effected by this. Feeling bad for the Senior students that are experiencing this during the last part of their senior year. Keeping faith that our nation will recover from this.

STEVENS Stated that everyone is sacrificing something right now but need to focus on what we are gaining, which is spending so much time with our family members. Said she is so proud of our community and our School District for the way they have managed this situation. Sent a special shout out to Mr. Moore for holding an All In Day remotely. Hopes that the Seniors can still have some special occasions including Prom and Graduation.

BATEY Proud to be part of this special community. Sent condolences to the Senior Class. Special thank you to Food Service Supervisor Kelly Gnap and the volunteers for their work distributing lunches to our students.

EXECUTIVE SESSION

WHEREAS, a public board of education may hold an executive session only after a majority of a quorum of this board determines by a roll call vote to hold such a session and only at a regular or special meeting for the sole purpose of the consideration of any of the following matters:

A. To consider one or more, as applicable, of the check-marked items with respect to a public employee or official:

1. Appointment
2. ***Employment***
3. Dismissal
4. Discipline
5. Promotion
6. Demotion
7. Compensation
8. Investigation of charges/complaints (unless public hearing requested).

B. To consider the purchase of property for the public purposes or for the sale of property at competitive bidding.

C. Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.

D. ***Preparing for, conducting or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.***

E. ***Matters required to be kept confidential by Federal law or rules or State statutes.***

F. Regularized details of security arrangements where disclosure of the matters discussed might reveal information that could be used for the purpose of committing or avoid prosecution for a violation of the law.

NOW, THEREFORE, BE IT RESOLVED, that the Wadsworth City Board of Education, by a majority of the quorum present at this meeting, does hereby declare its intention to hold an executive session on A2, D and E as listed above.

EXECUTIVE SESSION

20-4-34 The motion was made by **McComas**, seconded by **Gordon**, to enter Executive Session at **7:51** p.m.

VOTE: Yea – Gordon, Kramer, McComas, Stevens, Batey
Nay – None Motion Carried,

EXECUTIVE SESSION recessed at **9:45** p.m.

ADJOURNMENT

20-4-35 The motion was made by **McComas**, seconded by **Batey**, to adjourn at **9:45** p.m.

VOTE: Yea – Kramer, McComas, Stevens, Batey, Gordon
Nay – None Motion Carried,

(Signed)_____
Julie Batey, President

(Attested)_____
Douglas D. Beeman, Treasurer

Taylor Schrock

Education

Walsh University – North Canton, Ohio
Dual Certification: Early Childhood Education/Early Childhood Intervention Specialist for Moderate to Intensive Needs (Pre-K – Grade 3)
Bachelor of Science in Education (Graduation date: December 2019)

Student Teaching Experience

Valley View Elementary – Wadsworth Ohio
Placement: January 2019 to November 2020

- Special Education Resource Teacher: K-4 Multiple Disabilities Unit
- Taught full schedule, assumed responsibilities of the teacher
- Attended and participated in professional development meetings, IEP meetings, assessed and monitored students' progress daily
- Implemented a new way to monitor and practice students' spelling and sight words

Practicum Experience:

- Completed over 100 hours of field experience in Canton City, North Canton and Wadsworth City school districts
- Facilitated differentiated lessons from kindergarten to grade 4 during school and in after school programs
- Demonstrated best practices in lessons and activities in math, reading, science, and social studies
- Developed thematic units, academic content, and classroom management strategies throughout different field experiences

Related Experience:

Private Tutor – Wadsworth, Ohio, 2018 to present

- Provided supplemental lessons in the subjects of reading and math

Transitions Specialist – Wooster, Ohio, summer of 2019

- Helped high school students with IEPs in the areas of work-force readiness and life skills, in addition, provided them with opportunities toward integrated employment

Activities and Recognition:

Dean's List – 2017-2018, 2018-2019, to present school year
Volunteer at Camp ReCreation – Eagle Lake, California

- One to one counselor, summers of 2012, 2013, 2014, 2015
- Assisted campers with special needs in a variety of educational/physical activities

REBECCA B. SHRIVER

Personal Mission Statement

To provide a safe and positive learning environment where students will be able to explore, experience, and create a lifelong passion for learning in order to be successful leaders in the community.

- Master of Arts in Education, Assessment and Evaluation, University of Akron, 2019
- Dual Bachelor of Science in Early Childhood Education and Special Education, University of Akron, 2012
- K-12 Reading Endorsement, University of Akron, 2013
- Excellent organizational, communication, and leadership skills
- Passion for engaging students, families, and community to build a positive learning environment

Advanced Skill Sets

- Balanced Literacy Framework
- Lucy Calkins
- Orton Gillingham
- KRA (Kindergarten Readiness Assessment)
- Marie Clays Observation Survey
- NWEA/MAP
- Leader in Me
- Standards Based Report Card
- Ohio Improvement Process
- Co-Teaching
- 6-Step Vocabulary Instruction
- Handwriting Without Tears
- Everyday Mathematics
- Brigance Screening
- Fountas and Pinnell
- PBIS (Positive Behavior Intervention Support)
- MTSS (Multi-tiered Systems of Support)
- 504 Coordinator
- Teacher Based Teams
- Progress Book

PROFESSIONAL EXPERIENCE

OVERLOOK ELEMENTARY, Wadsworth, OH
Early Childhood Intervention Specialist
[2019-present]

- Provide engaging lessons that support and develop cognitive, social and emotional, fine and gross motor, communication, and adaptive skills in alignment with Early Learning and Development Standards.
- Participate as a member of a multidisciplinary team in order to plan and implement each child's IEP
- Monitor, assess, and communicate student progress toward goals.
- Effectively communicate with service providers and parents to ensure all needs of each child are met.

VIPKID Independent Contractor, Online Platform
English as a Second Language Teacher
[2018-present]

- Build multicultural relationships with families to meet the needs of a diverse group of learners.

- Incorporate Total Physical Response learning strategies for a multisensory approach to learning English.
- Focus on both synthetic phonics and whole language strategies to teach reading, as well as culminate units of study projects to show application of learning.
- Use formative and summative assessments to determine English proficiency level and English learning retention.

PARKVIEW ELEMENTARY, Wooster, OH
Kindergarten Teacher
[2014–2018]

- Create a safe and engaging learning environment through the effective use of standards-based instructional strategies.
- Implement a wide range of assessment strategies consistent with learning content and objectives.
- Successfully differentiating instruction and assessment to meet the various needs of a diverse group of students.
- Comprehensive knowledge of curriculum and integration of technology to support learning.
- Effective classroom management through fair and consistent standards, routines, and positive reinforcement.
- Develop collaborative and productive relationships with families, teachers, and the community to support the needs of all students.

Title I Reading Teacher
[2013–2014]

Grades Included: kindergarten, first grade, third grade, and fourth grade.

- Communicate and collaborate with families and classroom teachers about the instruction and needs of the students by developing methods for improvement and/or reinforcing goals in the home and regular classroom environment.
- Provide research-based intervention based on the needs of the students and progress monitor student growth by collecting data from various formal and informal reading assessments.

504 Coordinator
[2013– 2014]

- Ensure the implementation of Section 504 procedures in the building (coordinating referrals, provide notices and consents, develop 504 plans, monitor the implementation of 504 plans, schedule annual reviews of each 504 student).

Tutor for 21st Century Before and After School Program
[2013–2014]

- Provide homework assistance and tutoring to increase academic performance and homework completion in a safe and nurturing environment during before/after school hours.

GRILL ELEMENTARY, Norton, OH
Long Term Substitute - Preschool Intervention Specialist
[2013]

- Implement and create lesson plans within thematic units, in the areas of cognition, receptive and expressive language, fine and gross motor, and self-help skills for the purpose of developing abilities in identified areas of need in alignment with Early Learning Standards.
- Collaborate and maintain positive relationships with a multidisciplinary team, parents, students, faculty and administrators to provide a balanced education and ensure a safe and conducive learning environment.
- Implement and complete individual assessments for the purpose of meeting IEP goals and objectives.

HAZEL HARVEY ELEMENTARY, Doylestown, OH
Student Teacher – Kindergarten
[March 2012 – May 2012]

- Foster a sense of curiosity and a deeper understanding of all content areas with implementation of thematic units.
- Employ kinesthetic, visual and auditory learning approaches to implement engaging and interactive lessons, utilizing modeling and organized student-led group sharing.
- Collaborate with families and members of a multidisciplinary team.

Student Teacher – 3rd/4th grade Intervention Specialist **[January 2012 – March 2012]**

- Create and implement engaging student-led lessons tailored to the individual needs of the students using various manipulatives and technologies.
- Participate in IEP, Intervention Assistant Team, and ETR meetings.
- Implement research-based reading assessments and prepared students for state standardized assessments (OAA).

EDUCATION AND PROFESSIONAL DEVELOPMENT

NORTON HIGH SCHOOL
2002

MASTER OF ARTS IN EDUCATION, ASSESSMENT AND EVALUATION
2019 (GPA 3.9)
University of Akron
Akron, OH

DUAL BACHELOR OF SCIENCE IN EARLY CHILDHOOD EDUCATION AND EARLY CHILDHOOD INTERVENTION SPECIALIST
2012 (GPA 3.1)
University of Akron
Akron, OH

4TH AND 5TH GRADE GENERALIST ENDORSEMENT
2012 (GPA 4.0)
University of Akron
Akron, OH

REBECCA B. SHRIVER

READING ENDORSEMENT UNIVERSITY OF AKRON
2012 (GPA 4.0)
University of Akron
Akron, OH

FOUNTAS AND PINNELL BENCHMARK ASSESSMENT, 2013
KINDERGARTEN READINESS ASSESSMENT, 2014
ORTON GILLINGHAM, 2014 MULTI-TIERED SYSTEMS OF SUPPORT, 2014, 2015
EVERYDAY MATH, 2014, 2015
OAASFEP SPRING CONFERENCE (TITLE I), 2015
HANDWRITING WITHOUT TEARS, 2016
LEADER IN ME, 2017
READING COMMITTEE, 2013-2018

TECHNOLOGY INTEGRATION

Microsoft Office: Excel, Outlook, PowerPoint, Word, MAC and PC Operating Systems, SMARTBoard, OSMO (interactive educational game system for IPads), IPods, Dreamweaver, GOOGLE

REFERENCES

Sara Crooks, Associate Principal, Wooster High School

Jodie Hughes, Principal, Chippewa Local Schools

Taryn Busson, Speech Language Pathologist, Wadsworth City Schools

Kalyn Davis, Show Choir, Wadsworth City Schools

MADISON MONHEIM

Areas of Proficiency

- Student-centered learning environment
- Alternate Assessment
- Behavior management techniques
- In-depth knowledge of Autism
- Progress monitoring
- Leadership roles
- Classroom scheduling
- Differentiation of academic lessons
- Individualized Education Plans
- Classroom management
- Ohio Learning Standards – Extended
- Sensory needs
- Positive relationships with parents, colleagues, and students

Education

Bachelor of Science: Special Education *May 2016*
Miami University
3.62 GPA

Certifications

- State of Ohio K-12 Intervention Specialist Mild/Moderate
- State of Ohio K-12 Intervention Specialist Moderate/Severe
- Completion of Orton-Gillingham 1 & expected completion of Orton-Gillingham 2 (March 2020)
- Crisis Prevention Intervention (CPI) certified
- Highly qualified to teach Reading, Math, Science, and Social Studies
- Many Faces of Autism course completion

Experience

Intervention Specialist *August 2017 - Current*
Alum Creek Elementary School – Olentangy Lewis Center, OH

- Collaborates with general education teachers, Intervention Specialists, behavior specialists, and paraprofessionals
- Leads and supervises paraprofessionals on a daily basis to promote academic growth for various learners
- Leads team meetings with paraprofessionals
- Provides appropriate education and behavior strategies for various academic learners with Autism at the elementary level
- Supports students in the general education classroom by providing accommodations and appropriate behavior strategies to allow for optimal success
- Develops Individualized Education Plans to promote student success
- Engages in modifying the curriculum to align with the Ohio Learning Standards – Extended
- Establishes positive relationships with parents
- Provides strategies to support sensory needs
- Implements the Orton-Gillingham Approach into a student's instruction

Intervention Specialist *June & July 2017, 2018, 2019*
Summer Intervention Academy – Olentangy Lewis Center, OH

- Created differentiated academic lesson plans for learners with various needs
- Collaborated with paraprofessionals and one-on-one nurses to promote student success in the classroom
- Provided extended school year services for various learners and completed progress monitoring for student goals

Intervention Specialist *August 2016 - August 2017*
Olentangy Liberty Middle School Powell, OH

- Developed Individualized Education Plans to promote student success for learners with Autism
- Provided differentiated instruction to support students at various skill levels with varying sensory needs and backgrounds
- Collaborated with Intervention Specialists, paraprofessionals, and staff
- Conducted professional IEP meetings with parents and maintained positive relationships with students' families from diverse backgrounds
- Supervised, evaluated, and developed assignments for paraprofessionals

CENTRAL INTERMEDIATE SCHOOL

2020-2021

http://www.wadsworth.k12.oh.us

I. Welcome and Introduction

MISSION STATEMENT

Our mission at Central Intermediate School is to provide a bridge for students and families that fosters individual interests, personal accountability, confidence, and respect while striving for academic excellence.

INTRODUCTION

Central Intermediate School serves all 5th and 6th grade students attending Wadsworth City Schools. Because we have students at a relatively narrow age span, we are able to "specialize" in educating ten, eleven, and twelve-year olds. Teachers work together in various teams, which supports the sharing of ideas and resources, allowing us to work efficiently and effectively towards a common goal: a quality education in a developmentally appropriate setting.

Children at the ages of ten, eleven, and twelve are beginning to move from childhood to early adolescence, which involves:

* Experiencing the privileges and responsibilities of increased independence.

* Becoming far more interested in, and influenced by, their peer group.

* Becoming more aware of themselves as individuals, separate from parents and others.

* Taking responsibility for one's choices and managing one's own behavior.

Children at these ages mature at noticeably different rates. The intermediate school looks somewhat more like an elementary school than a middle school, though it has its own unique identity, that falls somewhere in between. The intent is to help students make the transition from elementary to intermediate to middle school, from childhood to early adolescence.

ADMINISTRATIVE AND SERVICE PERSONNEL

Principal: Joanne Gahan
Assistant Principal: Laura Maslyk
Head Custodian: Randy Chambers
Secretary: Brenda Zvada
School Counselors: Vicky Albanese and Ashley Bonenfant
Attendance Clerk: Kelsey Lanham

CONFERENCE NIGHTS

Parent teacher conference dates are available on the 2020-2021 Wadsworth City Schools calendar found on the district web page. Conferences can be scheduled on additional days and times. Please call the main office to set up conferences with your student's teachers. (330-335-1480)

DAILY TIME SCHEDULE

8:55 Entrance Bell
9:05 Tardy Bell
3:25 Bus Dismissed
3:30 Walkers dismissed

DAILY ATTENDANCE SCHEDULE

9:05-10:05 Tardy
10:05-12:25 Half Day AM
12:26-3:30 Half Day PM

SCHOOL CALENDAR 2020-2021

August 17 - No School - Teacher Work Day
August 18 - No School - Teacher Work Day
August 19 - No School - Prof. Dev. In-service
August 20 - First Student Day (Gr. 1-12)
August 26 - First Student Day (Kindergarten & Preschool)
September 3 - WMS/WHS 2-hr. Delayed Start
September 7 - No School - Labor Day
September 25 - No School - Prof. Dev. In-service
October 1 - WMS/WHS 2-hr. Delayed Start
October 15 - No School Pre-K-6 Only - Conferences 11:30-7:00 p.m.
October 16 - No School - Teacher Comp. Day
November 3 - No School (Pre-K-6 Only) Conferences 8:10-3:40 p.m.
November 5 - WMS/WHS 2-hr. Delayed Start
November 13 - No School - Prof. Dev. In-service
November 26-30 - No School - Thanksgiving Break
December 3 - WMS/WHS 2-hr. Delayed Start
Dec. 22-31 - No School - Winter Break
January 1 - No School - Winter Break (Cont'd)
January 7 - WMS/WHS 2-hr. Delayed Start
January 15 - No School - Prof. Dev. In-Service
January 18 - No School - Martin Luther King Jr. Day
February 4 - WMS/WHS 2-hr. Delayed Start
February 15 - No School - President's Day
March 4 - WMS/WHS 2-hr. Delayed Start
March 30 - 2 hr. Delayed Start - Gr. 9, 11 &12 (Gr. 10 starts at normal time)
April 1 - 2 hr. Delayed Start - Gr. 9, 11 &12 (Gr. 10 starts at normal time)
April 2 - No School Good Friday
April 5-9 - No School - Spring Break
May 6 - WMS/WHS 2-hr. Delayed Start
May 21 - Baccalaureate
May 23 - Commencement
May 27 - Last Student Day
May 28 - Teacher Work Day

II. Attendance

ATTENDANCE POLICY

The Board of Education believes that there is a strong correlation between school attendance and academic success. Most students at CIS miss 5 or less days per year. Schools are required to report attendance daily to the State of Ohio through the State computer system Educational Management Information System (EMIS). Regular attendance

teaches and develops the habits of punctuality, self-discipline, responsibility, and dependability.

We must ensure your child's safety and education. It is the parent/guardian's responsibility to:

● Notify the school when a child is absent. The attendance desk telephone number is (330) 335-1481. ~~This line has voice mail that you may leave a message on~~ You may leave a voicemail message at this number 24 hours a day. If you do not call, you will receive an automated call from CIS. If we do not reach you, please send a note to school the day the child returns to explain the absence.

● If arriving late, bring your child to the attendance desk. Or you may send a note or call the attendance desk. When a child is tardy to school, he/she will be asked to complete a tardy slip at the attendance desk. The first offense each grading period will be excused. The second occurrence will result in a letter sent home. Upon reaching the third and fourth tardy, a 30-minute after-school Thursday detention ~~will~~ could be issued. For the fifth and sixth tardy, a 60-minute after-school Thursday detention ~~will~~ could be issued. Once a student reaches his/her seventh tardy, a 120-minute, after-school Thursday detention ~~will~~ could be issued. Each grading period will begin a new cycle.

● If leaving early, report to the attendance desk to sign your student out. Please submit a note to the attendance desk first thing in the morning before school starts.

● Parents must sign students in and out at the attendance desk if they arrive late, are returning from an appointment, or are dismissed early.

● When leaving school for a doctor's appointment, you will be given a yellow verification slip to be signed by the doctor's office.

Per our Board Policy: *A student will be considered habitually truant if the student is absent without a legitimate excuse for thirty (30) or more consecutive hours, forty-two (42) or more hours in one (1) school month, or for seventy-two (72) or more hours in one (1) school year. Whenever any student of compulsory school age has sixty (60) consecutive hours in a single month or a total of ninety (90) hours of unexcused absence from school during the school year, she/he will be considered habitually absent.*

The Ohio School Law defines an **excused** absence as

- Personal illness
- Illness in the family
- Death in the family
- Quarantine
- Religious reasons

Absences due to a vacation will need the approval of the building principal in advance. Please contact the principal via email to request an excused absence.

Absences from school that are not permitted by the State Law are **unexcused** absences. These may include, but are not limited to:

- Oversleeping
- Missing the bus or car trouble
- Missing class because of dress code violation
- Failure to report absences to school
- "Take Your Child to Work" day

In accordance with State Law, the school system recognizes the following, but not limited to, as acts of **truancy**:

- Missing school without parental permission and on certain occasions with the parent's permission.
- Leaving school without signing out by permission
- Birthdays

- Unauthorized absence from class
- Failure to return to school on the same day when sent home for improper dress
- Failure to present a doctor note when requested by the school system
- Failure to contact the school when your child is not in attendance.

Truancy cases will be reported to the district attendance office. Administration will provide a disciplinary response for truancy. We are required to report excessive absences to Medina County Job and Family Services and Medina County Juvenile Court.

ABSENCE – MAKE UP WORK

Work missed as a result of absence is to be made up by the students. Students are responsible for contacting their teachers and arranging a make-up work schedule upon their return to school. Students will be allowed the same number of days to complete missed work as they were absent (e.g., 4 days absent, 4 days make-up). The exception to this format occurs when a student is in school the day prior or before a test, but absent on the day of the test. In this event, he/she will be expected to take the test on the day of his/her return to school. Due dates may also be extended in the case of emergencies, funerals, and under other extenuating circumstances. Parents will be provided make-up work, upon request. Work requested from a teacher prior to planned absence will be due the day the student returns.

III. Health

ILLNESS AND FIRST AID

If your child injures him/herself ~~yourself~~ or becomes ill at school, ~~you are~~ he/she is to report immediately to the office. ~~Your p~~ Parents may be notified to come to school for you if necessary. ~~You~~ Students will wait for ~~your~~ parents in the clinic or the front lobby.

MEDICATIONS

Before any medication may be given to a student by school personnel, a form requesting the administration of the medication must be completed, signed by the doctor and on file in the school office. A change in medication will require a revised form, again, signed by the doctor. A health aide in our clinic will administer medication. Over the counter medications must be in their original bottle. Forms are available on our website.

School Health Services

Screenings This school year, vision and hearing screenings will be done in grade 5. These are state mandated screenings for all students in this grade. Vision or hearing screenings may also be done as a result of a school staff or parent referral in any grade. For more information on school screenings, go to www.wadsworth.k12.oh.us and select "Departments", then select "Health Services" on the WCS web page.

Screening Exemption: Any child may be exempted from the school hearing screening by providing proof to the school by September 15th that he/she has been examined by a physician within the past 12 months along with a note stating your request. A child may be exempted from the school vision screening by providing proof to the school by September 15th that he/she has been examined by a physician or optometrist within the past 12 months along with a note stating your request.

Health Aides: All schools will have a School Health Aide in the clinic for several hours a day. The School Health Aide has been trained in basic first aid, will administer medications and do vision and hearing screenings. The School Nurse will supervise the School Health Aides.

Please contact the District School Nurse by calling 330.335.1430, extension 30116, if you have questions or concerns about your child's medical condition.

Scoliosis: **Scoliosis** is a condition of the spine that a child is born with. In scoliosis, the vertebrae are shaped like wedges rather than blocks. As the child has the period of rapid growth usually associated with puberty, any abnormality in the spine may become more obvious, perhaps causing an abnormal curve in the spine. If left untreated, it can cause problems later as the organs in the body may become cramped. The treatment for scoliosis may be: no treatment, exercises to strengthen the muscles on the opposite side, or surgery depending on the severity. Most cases of severe scoliosis are already known by this age.

Fifth and Sixth grade students will be screened for scoliosis. The initial screening for scoliosis is a simple procedure in which the child's posture is inspected as he/she stands and then bends forward. If an abnormality is suspected, your doctor may order an x-ray, which is the only sure way to diagnose scoliosis. If you have a question about whether your child's posture has been evaluated, please talk to your physician. If you would like an initial postural evaluation by the school nurse, please contact her at 330.335.1480, extension 40406. For more information on scoliosis, go to www.srs.org/patients/.

IV. Safety

FIRE, TORNADO AND OTHER SAFETY DRILLS

The state requires schools to conduct fire, tornado and other safety drills each year. Each classroom is assigned to certain areas within the building to report to during these drills. Students will follow the instructions of their classroom teachers during a drill or the actual event.
Drills will be held regularly at unannounced times throughout the year. Quick and orderly drills add to the safety of our students in time of emergency. 1. Always regard the ringing of the alarm as denoting danger. 2. Rooms are to exit single file, hurry but do not run. Exits to be used are posted in each room. No talking is permitted by students during fire drills. 3. Keep noise to a minimum and stay in line outside until the signal is given to re-enter the building.

Wadsworth City Schools utilizes the **A.L.I.C.E** philosophy to prepare our students to respond to unwanted intruders in our schools. A.L.I.C.E. stands for Alert-Lockdown-Inform-Counter-Evacuate. Students will be involved in multiple drills during the year to ensure that they are prepared in the event of an actual intruder.

TRAFFIC POLICY

All Pick-up traffic should enter through the gates off of Main Street. The exit gates at Main and Mill Streets will remain closed during school hours. **Please note there is no right turn at the traffic light when exiting the gates** as indicated by the traffic sign attached to the light. This alleviates right turns being made at the pedestrian crossing and ensures the safety of the students. Wright Drive cannot be used as a drop off until all buses are gone. For the safety of students, buses will always have the right-of-way. There is no dropping off students on S. Lyman Street. When crossing the street, students are expected to use the crosswalk.

VISITORS

Upon entering Central Intermediate School, visitors must report immediately to the front desk. Visitors must sign in at the front desk on the sign-in sheet and obtain a visitor's badge. The badge should be easily visible to all staff members and students. Please do not go directly to classrooms or playground. Students are not permitted to bring visitors to the school without prior permission from the office. The school will not transport visitors on school buses.

VISITORS DURING STUDENT LUNCHTIME

Any guest visitng a student during his/her lunchtime will be asked to show photo identification. If the guest has not been listed by the parent/guardian as a contact (through Final Forms), the parent/guardian will be contacted for approval before the guest is permitted to visit. If a parent would like to add additional contacts, he/she can do this through the Final Forms account.

SCHOOL RESOURCE OFFICER

Central Intermediate has a school resource officer (SRO) who is shared with our elementary schools and middle school. This SRO is a Wadsworth Police Officer and is dressed in uniform each day. The goals of our School Resource Program include:

1) Bridging the gap between police officers and students;
2) Increasing positive attitudes toward law enforcement;
3) Encouraging more cooperations between students and police;
4) Reducing juvenile crime;
5) Maintaining an atmosphere conducive to learning

V. Support Services

SCHOOL COUNSELING SERVICES

Counseling services through our school counselor or through our prevention specialist are available to all students at CIS. Families can take advantage of short term individual counseling for concerns about home or school and group counseling for concerns with stress management, ADHD support, social skills, grief or changing families. Any student wishing to visit the counselor must sign up in the counseling office or with their teacher. The counselor will send for the student. Do not go to the counselors office unless you have permission from your teacher.
Our school offers additional counseling services dependent on qualifications and insurance. Contact the school office for more information.

TITLE I TUTORING

Students may be referred to Title I Intervention Tutoring if they are having difficulty with academic and are in need of additional supports. Teachers work collaboratively to provide interventions as well. Students who are learning English as a Second Language may qualify for services with an ELL tutor. Contact the school office if you wish to learn more about these services.

INDIVIDUALS WITH DISABILITIES

The Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act provide that no individuals will be discriminated against, on the basis of disability. This protection applies not only to students but to all individuals who access the District's programs and facilities. The Wadsworth City Schools provides a variety of special education programs and services for students who have been identified as having an educational disability, defined by the IDEA (Individuals with Disabilities Act) A student can access special education programming through a proper evaluation procedure. Parents are invited to be highly involved in these procedures. To gather more information about these procedures, contact the principal or the Student Services Director, Mrs. Joyce Walker at 330-334-1319

VI. General Information

ACTIVITY NIGHTS

Activity Nights will be provided for 6th grade students two times per year. Once entering the event, students cannot exit without permission. Students are expected to remain the entire time. Activity Nights are for CIS 6th grade students only. Violation of school rules at an activity night may result in the student's immediate removal and/or result in other disciplinary action, including permanent revoking of the privilege to attend future activity nights.

ADMINISTRATION AND SECURITY OF TESTS

Students and parents are advised that there are strict security procedures that exist regarding the admission and handling of state achievement tests. Only those people authorized by district policy should have access to these test materials. Under no circumstances should students have access to the testing materials prior to or after the testing session is complete. Cheating, violations of test security provisions, or other inappropriate testing practices by a student will result in invalidation of the test and disciplinary action.

COLLECTION OF MONIES

Throughout the school year, there will be many occasions in which the student will bring money to school to pay for such items as ~~workbooks,~~ pictures, school fees, etc. It is requested that these monies be clearly marked (as to purpose) in an envelope with the student's name and teacher's name. You may wish to pay all fees by check. This will provide you with a record of payment. If paying in cash, the exact amount is required. Students are not permitted to buy or sell personal items while at school.

COMMUNICATION EXPECTATIONS

In an age where instantaneous communication is the new normal, keep in mind the same is not true in a school environment. Teachers are teaching most of the day. They may not be checking email or voicemail during the day. A reply to parents may take a day or even two, especially if there is a need to gather information before they respond to a message. If there is a need for an urgent reply, contact the office.

DRESS CODE

It is recognized that styles change frequently, and it is difficult to keep current with all changes. It is understood that choices of clothing styles are personal, and although it is not the purpose of the school to inhibit self-expressions, it is the school's responsibility to provide a sound and proper educational environment within which positive instruction can occur. Consequently, it may be necessary to make a judgment in certain cases as to what article of clothing is appropriate for the functioning of the classroom and school. Student dress and grooming shall be such that it does not distract from the learning situation; therefore, students will be expected to keep themselves well-groomed and neatly dressed at all times. Any form of dress, hairstyle, or body piercing which is considered contrary to good hygiene, safety or which is distractive or disruptive in appearance and detrimental to the purpose of conduct of schools will not be permitted. This will be at the discretion of the principal. See-through or mesh garments, holes in clothes, tank tops, flip-flops, sun glasses, hats, hoods or other similar items of clothing are not permitted to be worn. Shirts advertising alcoholic beverages, tobacco products, chemical substances, death, skull images, destruction, violence, and those with obscene or negative images or messages on them will not be permitted. Students need to dress appropriately for weather conditions, especially as the seasons change. The decision to wear shorts should be based on careful consideration of weather with parent guidance. All shorts, dresses or skirts must reach the end of the fingertips when standing straight. Parents may be contacted if inappropriate dress occurs.

EMERGENCY CLOSINGS

In the event of school closing or two-hour delay, accurate information will be made available to parents and staff members through the following stations: WEWS TV 5, FOX TV 8, WKYC TV 3, WOIO/WUAB TV 19, ohio.com, and WAKR/WQMX. The Alert Now@ Phone Calling System will also be utilized. The Wadsworth City School system is NOT part of the Medina County School system.

ENTRY AND DISMISSAL

No student should arrive on school grounds before 8:40 a.m. There is no supervision outside for students before this time. When students arrive, they will be directed to come into the building to be supervised.

FEES AND FINE

Parents will be notified of fees when due. A $30.00 instructional fee is assessed to each student each school year. Fees and fines will be carried forward from year to year.

GRADING SCALE FOR CIS

A	93-100	4.0
A-	90-92	3.7
B+	87-89	3.3
B	83-86	3.0
B-	80-82	2.7
C+	77-79	2.3
C	73-76	2.0
C-	70-72	1.7
D+	67-69	1.3
D	63-66	1.0
D-	60-62	.7
F	59 (or below)	0

HOMEWORK POLICY

The school realizes that the assigning of homework provides opportunities for students to develop responsibility and self-discipline. It also indicates to parents what is taking place within the classroom.
The purpose of homework should be to help a child practice skills taught in the classroom. The assignments should be meaningful and well within the capabilities of each child. Students and parents should develop good habits at home, to promote success with homework. Often, teachers will assign consequences when students fail to do homework.

LOCKERS

Students will be given a locker during the first day of school for their use. Lockers are the property of the Wadsworth Board of Education. Board of Education Policy authorizes school personnel 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. Additionally, we reserve the right to search personal property, clothing, and belongings in the event such personal property is suspected of containing, hiding, or possessing evidence of a criminal or school rule violation. The combination of each locker should not be given out to any other student. Students can access their lockers with teacher permission. The school will not assume responsibility for lost or stolen articles when lockers are not properly used. The care and cleaning of lockers are the student's responsibility. Students are not permitted to decorate lockers with stickers or other adhesive items.

LOST AND FOUND

CIS has a lost and found located near the library on the first floor. Items found are placed there until they are claimed. Periodically, the items are reviewed for names and returned to owners, if possible. At the end of the semester, all items left in the Lost and Found will be donated to Marian's Closet in Wadsworth.

LUNCH PROGRAM

Free and reduced price lunches are available to those who show a need. Application forms for free and reduced price lunches are available to all families. Forms are available for pick up in the office or on the district website under the Food Service tab.

A hot lunch is available to students at a nominal cost. Please visit the Food Service web page for up to date prices. In addition, an a la carte menu is available on a daily basis. An a la carte item may not always be available. Outside food from local restaurants should not be brought in to students during the school day.

Point of Sale Information: Our cafeteria operates using a Point of Sale (POS) system. Each student must type in their student ID# in order to purchase items. Parents are encouraged to send money in the form of checks to be placed on student accounts. Monies on an account are eligible for meals and a la carte items. All monies left on the account at the end of the school year, stays with the student and will transfer to the next grade. No refunds. POS has the ability to block specific purchases or honor parental requests. Students who do not have a lunch will be permitted to charge their POS account for the cost of one. Unpaid balances turn into student fees at the end of the school year.

PROMOTION POLICY

Promotion procedures demand continuous analysis and study of the cumulative student case history records so that guesswork and conjecture are kept to a minimum, and decisions may be as objective as possible.

1. A student may be promoted to the next grade level after successful completion of four or more academic subjects.
2. A student may be assigned the next grade level if it can be established that the student is working to his/her ability, even if he/she has failed to meet the requirements of promotion.
3. For purposes of retention, many factors will be considered in a conference with parents. The final decision for retention will remain the responsibility of the principal.

REPORT CARDS

Report cards will be issued at the end of each nine weeks and are made available electronically through Progress Book. Printed copies will not be sent home unless a parent requests. Grades are available online through Progress Book at all times.

It is also recognized that evaluation of progress involves many things. Some of the areas evaluated are: class participation, effort, reports, experiments and projects, themes, daily work, quizzes, and tests. ~~Report cards will not be given in the 2nd, 3rd and 4th nine weeks to students who have not paid fines, fees, etc.~~

GRADING PERIODS

~~1st Grading Period - August 21st - October 18th - 40 Days~~
~~2nd Grading Period - October 21st - December 20th - 41 Days~~
~~3rd Grading Period - January 6th - March 13th - 47 Days~~
~~4th Grading Period - March 16th - May 28th - 53 Days~~

1st Grading Period - 8/20/2020 - 10/16/2020
2nd Grading Period - 10/19/2020 - 12/21/2020
3rd Grading Period - 1/4/2021 - 3/12/2021
4th Grading Period - 3/15/2021 - 5/27/2021

STAYING AFTER SCHOOL

Students staying after school must be under the supervision of an adult or staff member. Students not taking the bus home, but waiting for private transportation must be picked up no later than 3:40 p.m. These students are asked to wait in the front lobby area for their transportation to arrive.

SUBSTITUTE TEACHERS

These teachers are guests and their impressions of Central Intermediate School depend upon their brief visits. Students are to be helpful and considerate. Substitute teachers are to receive the same respect as regular teachers. Students misbehaving for a substitute could be disciplined by the office relative to the infraction.

TELEPHONE USE

Students will only be allowed to use the classroom telephone to call a parent with teacher permission. Any misuse of a call to 911 will result in immediate suspension and the student will be responsible for any fines incurred.

TEXTBOOKS

Textbooks are furnished by the Board of Education and distributed for student use. Each student is financially responsible for books issued to him/her which are lost, damaged, or defaced.

~~WHAT TO DO IF:~~

~~● YOU ARE TARDY – report to the attendance desk upon arrival.~~
~~● YOU LEAVE AN ITEM AT HOME- parents should leave any items to be delivered to your student (i.e., lunch money, homework, band instruments, etc.) at the front desk. These items will be delivered to your student when possible.~~
~~● YOU NEED TO LEAVE A MESSAGE FOR YOUR CHILD – call the attendance desk (330-335-1481) for any messages to be delivered to your student, including changes in afternoon transportation. If possible, call before 3:00 p.m.~~
~~● YOU BECOME ILL DURING THE DAY – report to the main office with a pass.~~
~~● YOU NEED FIRST AID – Report to the main office or send someone to the office.~~
~~● YOU NEED TO USE THE TELEPHONE – The office phone may be used for emergencies.~~
~~● YOU FIND AN ARTICLE – turn it into the lost and found located by the 1st floor steps.~~
~~● YOU MUST LEAVE SCHOOL – You must have a note from your parent which must be approved in the 9 morning at the attendance desk. You must be signed out at the attendance desk before leaving.~~
~~● YOU ARE DETAINED IN THE OFFICE OR IN THE CLASSROOM – Ask the person who detained you for an admit slip.~~
~~● YOU HAVE PROBLEMS WITH YOUR LOCKER – Check with the assistant principal, secretary or custodian.~~
~~● YOU HAVE ANY PROBLEM THAT YOU CAN'T SOLVE AT HOME OR AT SCHOOL – See the counselor in the guidance office or a faculty member.~~
~~● YOU HAVE PROBLEMS CONCERNING GRADES – Talk it over with your teacher. Then, if necessary, see the guidance counselor or an administrator.~~

~~***While many of these handbook policies, procedures, and fees are outlined, the administration reserves the right to adjust, add, or delete policies, procedures, and/or fees during the school year if it serves the best interest of Central Intermediate.**~~

VII. Student Conduct

TECHNOLOGY – ACCEPTABLE USE STATEMENT

All students are expected to use the technology provided to Central Intermediate School in an approved, ethical manner in accordance with Board Policy 7540.03 for completion of classroom assignments. Board Policy concerning the use of technology is available at https://go.boarddocs.com/oh/wadsoh/Board.nsf/Public?open&id=policies# ~~**http://www.ncola.com/Wadsworth-oh/**~~. Bring your own device at your own risk. Students who misuse technology through damage, maliciousness, non-educational use, cheating, bypassing the Internet content filter or excessive printing will be subject to immediate disciplinary action. Students are not permitted to access social media at school or use personal devices to text or take pictures (or video).

General school rules for behavior and communication apply. The Board does not sanction any use of the Internet that is not authorized by or conducted strictly in compliance with this policy ~~and its accompanying guidelines~~. Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users granted access to the Internet through the Board's computers assume personal responsibility and liability, both civil and criminal, for use of the Internet not authorized by this Board policy ~~and its accompanying guidelines~~.

PLEASE BE ADVISED that all information transmitted via the WCS wireless system is subject to search and seizure. Any holding/transmitting device and its contents are not held to any expectation of privacy of the data contained. Information may be searched if the administration feels it is necessary for the safety and security of the student in our School. Teachers have the right to review a students' history if there is a warranted reason.

BULLYING

The staff and administration at CIS believe that school should be a safe environment in which to learn. Students exhibiting bullying behavior will not be tolerated. By definition, bullying behavior is considered when:

1. It is purposely hurtful
2. Includes repeated offenses toward another student
3. The bully attempts to gain power over another

Students will be provided classroom based lessons to help identify bullying behaviors and who can help them if they experience bullying. Cyber bullying through social media and other technology, that impacts a students' sense of safety, will also be addressed by administration when deemed appropriate. Disciplinary responses will be given for bullying, and could include suspension or expulsion. However, the school cannot be responsible for resolving conflicts that occur outside of school hours.

CARE OF BUILDING AND EQUIPMENT

Any student guilty of damaging or defacing school property is subject to disciplinary action, and the parents/guardians of such student will be held responsible for payment of damages.

CENTRAL INTERMEDIATE SCHOOL WIDE DISCIPLINE PLAN HIGHLIGHTS

PBIS

PBIS (Positive Behavior Intervention and Supports) is a framework used to promote school wide safety and positive behaviors. We believe students can meet behavioral expectations if they clearly know what these expectations are. Our "Grizzly Way" expectations which are posted in common areas (hallways, outside restrooms, playground, and cafeteria) provide students a visual reminder about common school wide expectations. The PBIS framework provides tiers to offer support for all students.

Tier 1 - School wide behavioral expectations are clear. Recognize and praise students for good behaviors.

Tier 2 - Extra layers of support are offered for students who struggle with behaviors. Specific research based interventions are applied.

Tier 3 - Students who need individualized support and services are offered intense and individual supports (such as a behavior passport).

The PBIS framework supports (1) all students learning appropriate behaviors, (2) early intervention preventing more serious behaviors, (3) students being provided different kinds of behavioral supports, (4) using behavior progress data to make decisions about responding to behavior challenges.

GRIZZLY FIVE:
1. Be Respectful
2. Be Responsible
3. Be There....Be Ready
4. Follow Directions
5. Keep hands, feet to self

Positive Consequences
During the year, our staff will recognize student's positive behavior and provide incentives to encourage further positive behavior. Things like extra recesses, special events, etc., may be provided for such occasions.
Staff members and teachers will issue "Grizzly Bear Paws" to students who are complying with Central's expectations. These Bear Paws will be collected and a weekly drawing will be held for various prizes.

Negative Consequences
A progressive discipline process will be utilized to address infractions of Central's expectations. At level II & III, there will be written documentation sent home to inform parents about the situation.
If received, a discipline form should be signed and returned to the homeroom teacher the day following the incident that warranted the action.

Level I Warning is the initial documented step implemented to change negative behavior. At this level, the staff member handles the situation accordingly. Parents are informed when necessary. Level I incidents can be characterized as minor offenses.
Level II Detention is the secondary step. It is implemented when the student's decision is to repeat a Level I Behavior or to exhibit a misbehavior that is more serious in nature. At this level, the office is made aware of the student's negative behavior and the student will be assigned a before school or after school detention. It is possible to receive a Level II detention without having received a Level I warning. Parents are generally contacted.
Level III consequences are considered when a student continues to repeat negative Level II misbehavior or misbehavior that is severe in nature. At this level, the office will be involved through a written discipline report or direct involvement. Consequences for a Level III discipline incident may include: before or after school detention, loss of privileges, in-school detention, or out-of-school suspension. Major infractions, listed in our Wadsworth City Schools Code of Conduct will immediately be considered for a Level III discipline report. Teachers reserve the right to remove students from special events or activities should poor behavior warrant the removal. At times, staff may design individual behavior plans as needed, to help encourage positive behavioral changes.

CHEATING

Any student involved in cheating (giving or receiving) may receive an automatic "F" for the work involved. On second offense, a 60-minute detention must be served.

CLASSROOM DISCIPLINE

In an effort to maintain an orderly and effective classroom and be as fair and consistent with the students as possible, we use a variety of classroom interventions. Each teacher will have his/her discipline policy or classroom rules posted in the classroom. Discipline plans will be shared with families.

GUIDELINES FOR CLASSROOM DETENTION

Students may be assigned a detention by any member of the faculty. This is for those students with undesirable patterns of attendance, tardiness, or conduct as well as other discipline problems. Students assigned to detention are to report to the room designated on the detention notice at the time given. Each student is to have sufficient materials and books to study for the detention period and is to cooperate with the detention supervisor. Students will be given overnight notice.

The following guidelines are to be in effect during, before or after school Detention

1. After school detention starts at 3:30 p.m.
2. Before school detentions begin at 8:15 a.m.
3. Students are expected to bring school-related materials for study.
4. Students must report with necessary supplies to study: paper, pencils, books, erasers, etc.
5. Students are not allowed to go to their lockers or use the telephone.
6. No food or beverages may be consumed during detention.
7. No recreational articles will be allowed in the room. (Radios, cards, toys, etc.)
8. Students will not be allowed to put their heads down and sleep.

THURSDAY DETENTION

Detentions may be assigned by the office and will be served on Thursday after school. Each student is to have sufficient materials and books to study for the detention period and is to cooperate with the principal or teacher. Removal and further disciplinary action from detention will result if inappropriate conduct is observed during detention. Students must be picked up promptly following detention. There is no right to appeal when a detention is assigned by the student or parent.

DANGEROUS WEAPONS IN THE SCHOOLS

The Board is committed to providing the students of the District with an educational environment which is free of the dangers of firearms, knives, and other dangerous weapons in the schools.

The definition of a firearm shall include any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; or any firearm muffler or firearm silencer; or any destructive device (as defined in 18 U.S.C.A. Sections 921-924), which includes but is not limited to any explosive, incendiary, or poisonous gas: bomb, grenade, or rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine or device similar to any of the devices described above.

Students are prohibited from bringing a firearm on school property, in a school vehicle or to any school-sponsored activity. If a student brings a firearm on school property, in a school vehicle or to any school-sponsored activity, the Superintendent shall expel this student from school for a period of one calendar year. Any such expulsion shall extend, as necessary, into the second year following the school year in which the incident occurred. The Superintendent may reduce this requirement on a case-by case basis in accordance with State law.

Students are also prohibited from bringing knives on school property, in a school vehicle or to any school-sponsored activity. The definition of a knife includes, but is not limited to, a cutting instrument consisting of a sharp blade fastened to a handle. If a student brings a knife on school property, in a school vehicle or to any school-sponsored activity, the Superintendent may, if authorized by the Board, expel the student from school, with the same expulsion implications as noted above.

The Board may extend the right to expel a student for reasons beyond the possession of a firearm or knife. Students who possess or use other dangerous weapons, which are defined but not limited to metal knuckles, straight razors, explosives, noxious irritation or poisonous gases, poisons, drugs, or other items possessed with the intent to use, sell, harm, threaten or harass students, staff members, parents or community members, may be subject to expulsion.

GENERAL SCHOOL RULES

1. In order for significant educational progress to take place in school, **the burden of responsibility for following school rules rests on the individual student.** It is expected that students enter class with the necessary tools for learning. These may vary from class to class but generally include: pencil, paper, textbook and homework assignments. Students should obtain these before school as they will not be dismissed from class to go to their lockers.
2. Upon arrival students must remain on school property. Students getting off buses should go directly to school grounds and students waiting for school buses must remain on school grounds until the bus arrives. When students

arrive at school in the morning, they will be directed to come into the building to be supervised. They may not be in the halls until the 8:55 bell rings. No one should arrive on school property before 8:40 a.m.

3. Students may only go to their lockers when the 8:55 bell rings, before and after lunch and at dismissal time.
4. Students are to be seated in their classroom BEFORE the tardy bell rings.
5. The following activities are NOT permitted:
    a. Gum chewing
    b. Eating candy while in classrooms, halls, or playground
    c. Throwing of paper wads or other objects
    d. Possessing/smoking cigarettes, chewing tobacco, lighters or matches
    e. Running in the halls
    f. Fighting or tussling or behaving disorderly
    g. Writing on walls or destroying school property
    h. Holding hands or other inappropriate physical contact between boys and girls
    i. Possession of chemical substances and drug paraphernalia or counterfeit substances
    j. Guns, knives, explosives or dangerous weapons. The penalty may be a one-year expulsion from school for having such items.

6. Recognizing that cell phones are a useful communication tool between parents and students, students will be permitted to carry a cell phone in their book bags. Students will NOT be permitted to make calls or text ~~between the hours of 8:55 am - 3:30 pm,~~while in the school building between 8:40-3:40, at Central Intermediate.
7. During assemblies, show good manners by applauding when appropriate and by refraining from booing or other inappropriate behavior. The use of good manners and etiquette is expected at all times.
8. There is a city ordinance that prohibits skateboarding on city sidewalks. Therefore, we will not allow skateboards or ripsticks to be ridden to school. Any skateboard that is brought to school will be kept until a parent can pick it up. PLEASE DO NOT ALLOW YOUR STUDENT TO BRING SKATEBOARDS TO SCHOOL.
9. Students riding a scooter or bikes to school must walk scooter or bike on CIS property. Scooters are to be stored inside the front doors. Bikes should be locked on the bike rack.
10. Bus riders are to go directly to their buses at dismissal time and must stay on school property.
11. All school rules apply when students are in the Municipal Parking Lot before and after school.
12. Any violation of the Code on Student Conduct may lead to detention, suspension, expulsion, or removal from school

CAFETERIA AND LUNCH RULES

Student behavior in the cafeteria should be based on courtesy and cleanliness. Students are to remain in the cafeteria until they have finished eating. At no time are students allowed to take food outside of the cafeteria. Students are not to go into areas where classes are being held during their lunchtime. Additional guidelines include:

Cafeteria/Recess Rules and Regulations

1. Students may use the restroom before or after the lunch period. Hallways are off-limits during the lunch periods.
2. Students buying a plate lunch are to line up single-file in an orderly manner. No cutting in line will be tolerated.
3. Students must bring their coats and appropriate clothing to go outside for recess in inclement weather. Students will not be allowed to return to their rooms without permission.
4. Students must keep their eating area and tables clean and free of litter. All litter must be placed in the trash cans or recycle bins.
5. Students must raise their hands to be dismissed from their table unless directed otherwise. Students must exit outside or stay in OJ Work or cafeteria on inclement days.
6. Students are to stay inside the fences and away from the street. Students need to be in visible range of the monitors.

PLAYGROUND RULES

With safety as our first concern, the following rules and consequences will apply to lunch and recess times.

1. Students should have what they need and have used the restroom before coming outside. No one will be permitted back into the building once outside.
2. Minor scuffles, not sharing, not following game rules, disrespect to peers, etc., will result in disciplinary actions.
3. Causing a safety concern, including physical pushing, shoving, kicking, jumping on someone, will be referred to the office.
4. There will be no tackling in football or students will be removed from the game. Repeated offenses will be referred to the office.
5. Basketball will be played by the rules. Aggressive play will be stopped. Those becoming too physical will be removed from the game. Repeated offenses will be referred to the office.
6. Fights will not be tolerated.
7. Caution must be exercised when using the climbing apparatus or obstacle course. No pushing or horseplay allowed.
8. Playground Boundaries – Students are to stay inside the fences and away from the street.
9. No throwing or kicking snow/snowballs.
10. No scooters or skateboards on playground or school grounds.
11. No jumping from swings. They are not to be twisted or thrown over the bar.
12. Adult playground monitors are to be respected. Students must follow their directions.

STUDENT CONDUCT ON SCHOOL BUSES

Students are expected to listen and obey the bus drivers as they would their teachers. The buses need to be free of misbehavior to ensure safety on the routes. A note needs to be signed and verified in the office if a medical appointment will change bus riding. Only a family emergency will alter the bus assignment. A note explaining the emergency and where the parents can be reached will be necessary. The note should be presented to the building administrators or designee who must sign the note and have an emergency release form attached to the note.

The following regulations pertain to school bus conduct and are intended to ensure the safety and welfare of the students, the bus driver and other drivers on the road and to ensure the safety and proper maintenance of school buses.

Students will:

1. Sit in assigned seats; bus drivers have the right to assign a student to a seat on the bus and to expect reasonable conduct in a manner similar to that of a teacher in a classroom.
2. Reach assigned seat in the bus without disturbing or crowding other students; and remain seated while the bus is moving.
3. Obey the driver promptly and respectfully; realize that he/she has an important responsibility and that it is everyone's duty to help.
4. Keep the bus clean and sanitary; no chewing gum, candy, soft drinks or ice cream is permitted on the bus at any time. Students are not permitted to eat on the buses.
5. Not engage in loud talking or laughing; unnecessary confusion diverts the driver's attention and may result in a serious accident.
6. Keep head, arms, hands, and all other objects inside the bus at all times as windows are intended for light and ventilation.
7. Be courteous to fellow students and to the bus driver; profanity will not be tolerated.
8. Remain seated until the bus stops to unload. Keep the aisles clear once on bus.
9. Arrive at pickup points no more than 10 minutes prior to the scheduled time of the arrival of the school bus.
10. A student who routinely rides a bus must have a note from the parent if they wish to walk home or to a medical/dental appointment.

11. No student will be permitted to ride home with another student on a bus that has not been regularly assigned to them.

When discipline problems with individual students arise, the following procedure should be applied:
1. If possible, the driver should handle the problem. They may conference with a student, assign or reassign seats, call parents, or issue a warning.
2. When a driver is unable to solve the problem, he/she should report it to the Transportation Supervisor on the approved form. Then, the Transportation Supervisor and driver, if necessary, will confer with the principal. The disciplinary disposition of the case will be by the principal of the school.
3. Cases that cannot be solved through the courses outlined above will be referred to the principal.

CONSEQUENCES FOR VIOLATING THE RULES:
1st Offense: Warning with parent contact by phone or mail.
2nd Offense: 60-minute detention served with parent contact.
3rd Offense: 90 minute detention
4th Offense: 3-day suspension of bus privileges 5th Offense: 6-day suspension of bus privileges

***An immediate suspension from riding the bus may occur in circumstances where the physical well-being of the driver and students have been jeopardized.**

***While many of these handbook policies, procedures, and fees are outlined, the administration reserves the right to adjust, add, or delete policies, procedures, and/or fees during the school year, provided policies and fees are approved by the Wadsworth City School District Board of Education. ~~it serves the best interest of Central Intermediate.~~**

ANNUAL NOTICES

Wadsworth City School District
Bylaws and Policies

5610 - REMOVAL, SUSPENSION, EXPULSION, AND PERMANENT EXCLUSION OF STUDENTS
The Board of Education recognizes that exclusion from the educational program of the schools, whether by emergency removal, out- of-school suspension, expulsion, or permanent exclusion, is the most severe sanction that can be imposed on a student in this District, and one that cannot be imposed without due process. However, the Board has zero tolerance of violent, disruptive or inappropriate behavior by its students.

No student is to be removed, suspended out-of-school, expelled and/or permanently excluded unless his/her behavior represents misconduct as specified in the Student Code of Conduct/Student Discipline Code approved by the Board. The Code shall also specify the procedures to be followed by school officials when implementing such discipline. In addition to the procedural safeguards and definitions set forth in this policy and the student/parent handbook, additional procedures and considerations shall apply to students identified as disabled under the IDEA, ADA, and/or Section 504 of the Rehabilitation Act of 1973. (See Policy 5605 "Suspension/Expulsion of Disabled Students.")

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 that have occurred on property owned or controlled by the Board, or conduct that, regardless of where it occurs, is directed at a District official or employee, or the property of such official or employee.

For purposes of this policy and the Student Code of Conduct/Student Discipline Code, the following shall apply:

A. “Emergency Removal” shall be the exclusion of a student who possesses a continuing danger to District property or persons in the District or whose behavior presents an on-going threat of disrupting the educational process provided by the District. (See Policy 5610.03 "Emergency Removal")

B. "Suspension" shall be the temporary exclusion of a student by the Superintendent, principal, assistant principal, or any other administrator from the District’s instructional program for a period not to exceed ten (10) school days. Suspension shall not extend beyond the current school year, if at the time a suspension is imposed, fewer than ten (10) days remain in the school year.

The Superintendent may instead require a student to participate in a community service program or another alternative consequence for a number of hours equal to the remaining part of the period of the suspension. The student shall be required to begin such community service program or alternative consequence during the first full week day of summer break.

The Superintendent may develop a list of appropriate alternative consequences, and set forth such list in the applicable guidelines.

In the event, the student fails to complete the required community service or the assigned alternative consequence, the Superintendent may determine the next course of action. Such course of action, however, shall not include requiring the student to serve the remaining time of the suspension at the beginning of the following year.

The procedures for suspension are set forth in the Student Code of Conduct/Student Discipline Code and Policy 5611 - Due Process Rights.

Students are permitted to make up all work missed during a suspension for full credit.

C. "Expulsion" shall be the exclusion of a student from the schools of this District for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in a semester or term in which the incident that gives rise to the expulsion takes place or for one (1) year as specifically provided in this policy and the Student Code of Conduct/Student Discipline Code. Only the Superintendent may expel a student. The procedures for expulsion are set forth in the Student Code of Conduct/Student Discipline Code and Board Policy 5611 "Due Process Rights".

1. Firearm or Knife

Unless a student is permanently excluded from school, the Superintendent shall expel a student from school for a period of one (1) year for bringing a firearm or knife capable of causing serious bodily injury to a school building or on to any other property (including a school vehicle) owned, controlled, or operated by the Board, to an interscholastic competition, an extra-curricular event, or to any other school program or activity that is not located in a school or on property that is owned or controlled by the Board, except that the Superintendent may reduce this period on a case-by-case basis in accordance with this policy. Similarly, the Superintendent shall expel a student from school for a period of one (1) year for possessing a firearm or knife capable of causing serious bodily injury at school or on any other property (including a school vehicle) owned, controlled, or operated by the Board, at interscholastic competition, an extra-curricular event, or at any other school program or activity that is not located in a school or on property that is owned or controlled by the Board, except the Superintendent may reduce this period on a case-by-case basis in accordance with this policy. The expulsion may extend, as necessary, into the school year following the school year in which the incident that gives rise to the expulsion takes place. The Superintendent shall refer any student expelled for bringing a firearm (as defined in 18 U.S.C. 921(a)(3)) or weapon to school to the criminal justice or juvenile delinquency system serving the District.

A firearm is defined as any weapon, including a starter gun, which 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 silencer, or any destructive device. A destructive device, includes, but is not limited to any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than four (4) ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or other similar device.

A knife capable of causing serious bodily injury is defined as any weapon or cutting instrument consisting of a blade fastened to a handle; a razor blade; or any similar device (including sharp, metal martial arts weapons such as ninja throwing stars) that is used for, or is readily capable of, causing death or serious bodily injury.

The Superintendent may, in his/her sole judgment and discretion, modify or reduce such expulsion in writing, to a period of less than one(1) year, on a case-by-case basis, upon consideration of the following:

a. Applicable State or Federal laws and regulations relating to students with disabilities (for example, where the incident involves a student with a disability and the misconduct is determined by a group of persons knowledgeable about the child to be a manifestation of the student's disability);

b. The degree of culpability given the age of the student and its relevance to the misconduct and/or punishment and/or evidence regarding the probable danger posed to the health and safety of others, including evidence of the student's intent

and awareness regarding possession of the firearm or knife capable of causing serious bodily injury and/or

c. The academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.

2. Violent Conduct

If a student commits an act at school, on other school property, at an interscholastic competition, extra-curricular event, or any other school program or activity and the act:

a. would be a criminal offense if committed by an adult;
and
b. results in serious physical harm to person(s) as defined in R.C. 2901.01(A)(5), or to property as defined in R.C. 2901.01(A)(6)

3. the Superintendent may expel the student for a period of up to one (1) year. The Superintendent may extend the expulsion into the next school year or reduce the expulsion as necessary on a case-by-case basis as specified below. The student need not be prosecuted or convicted of any criminal act to be expelled under this provision.

The Superintendent may, in his/her sole judgment and discretion, reduce such expulsion to a period of less than one (1) year, on a case-by-case basis, upon consideration of the following:

a. Applicable State or Federal laws and regulations relating to students with disabilities (for example, where the incident involves a student with a disability and the misconduct is determined by a group of persons knowledgeable about the child to be a manifestation of the student's disability);
or
b. other extenuating circumstances, including, but not limited to, the academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.

4. If at the time of the expulsion, there are fewer days remaining in the school year than the number of days of the expulsion, the Superintendent may apply any or all of the remaining period to the following school year.

5. Bomb Threats

If a student makes a bomb threat to a school building or to any premises at which a school activity is occurring at the time of the threat, the Superintendent may expel the student for a period of up to one (1) year. The Superintendent may extend the expulsion into the next school year or reduce the expulsion as necessary on a case-by-case basis as specified below. The student need not be prosecuted or convicted of any criminal act to be expelled under this provision.

The Superintendent may, in his/her sole judgment and discretion, reduce such expulsion to a period of less than one (1) year, on a case-by-case basis, for the following reasons:

a. for students identified as disabled under the IDEA, ADA, and Section 504 of the Rehabilitation Act of 1973, upon recommendation from the group of persons knowledgeable of the student's educational needs;

or

b. other extenuating circumstances, including, but not limited to, the academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.

6. If at the time of the expulsion, there are fewer days remaining in the school year than the number of days of the expulsion, the Superintendent may apply any or all of the remaining period to the following school year.

D. "Permanent exclusion" shall mean the student is banned forever from attending a public school in the State of Ohio. (See Policy 5610.01)

If a student is expelled for more than twenty (20) school days or for any period of time that extends into the next school year, the Superintendent shall provide the student and his/her parents with the names, addresses, and telephone numbers of those public or private agencies in the community which offer programs or services that help to rectify the student's behaviors and attitudes that contributed to the incident(s) that caused the expulsion.

If the Superintendent determines that a student's behavior on a school vehicle violates school rules, s/he may suspend the student from school bus-riding privileges for the length of time deemed appropriate for the violation and remediation of the behavior. Any such suspension must comply with due process and the Student Code of Conduct/Student Discipline Code.

The Board authorizes the Superintendent to provide for options to suspension/expulsion of a student from school which may include alternative educational options.

The Superintendent shall initiate expulsion proceedings against a student who has committed an act that warrants expulsion under Board policy even if the student withdraws from school prior to the hearing or decision to impose the expulsion. The expulsion must be imposed for the same duration it would have been had the student remained enrolled.

The Board may temporarily deny admittance to any student who has been expelled from the schools of another Ohio district or an out-of-state district, if the student's expulsion period set by the other district has not expired. The expelled student shall first be offered an opportunity for a hearing. This provision also applies to a student who is the

subject of a power of attorney designating the child's grandparent as the attorney-in-fact or caretaker authorization affidavit executed by the child's grandparent and is seeking admittance into the schools of this District in accordance with Policy 5111.

The Board may temporarily deny admittance to any student who has been suspended from the schools of another Ohio district, if the student's suspension period set by the other district has not expired. The suspended student shall first be offered an opportunity for a hearing before the Board.

When a student is expelled from this District, the Superintendent shall send written notice to any college in which the expelled student is enrolled under Postsecondary Enrollment Options at the time the expulsion is imposed. The written notice shall indicate the date the expulsion is scheduled to expire.

If the expulsion is extended, the Superintendent shall notify the college of the extension.

The Superintendent may require a student to perform community service in conjunction with or in place of a suspension or expulsion. The Board may adopt guidelines to permit the Superintendent to impose a community service requirement beyond the end of the school year in lieu of applying the expulsion into the following school year.

Searches

In accordance with Policy 5771, school officials may search a student or a student's property when there are reasonable grounds to suspect the presence of contraband that violates the law or school rules. Dogs trained in the detection of illegal drugs and/or weapons may patrol school facilities and premises. A dog altering to an object is considered reasonable grounds for a search. Vehicles on school property are also subject to search. Student lockers are the property of the Board and are subject to search based on reasonable suspicion of the violation of the law or school rules and to random searches without regard to reasonable suspicion.

Times and Places Applicable

Unless otherwise noted in the individual section, this code shall be applicable to any conduct: on school grounds or property adjacent to school grounds; during, before and after school hours, on school grounds at any other time when the school or the school grounds are being used by a school-related group; off school grounds at a school-sponsored activity, function or event; on a school bus or conveyance; or at any other time when the student is subject to the authority of the school. The rules and standards also apply to conduct off school premises which is connected to activities or incidents that have occurred on school property. The rules and standards also apply to any misconduct, regardless of where it occurs, that is directed at a District employee or official or the property of such employee or official.

Substantive Provisions

Misconduct for which suspension/expulsion may be imposed:

A. Tobacco: students shall not possess, use, transmit, conceal or sell cigarettes or tobacco. State law prohibits students from smoking in any school building. This includes possession or the use of matches and/or lighters. No warning will be given for smoking violations. A student is considered smoking when seen with a cigarette, leaving a discarded one or any other evidence indicating smoking.

B. Dress and Appearance: Students shall not violate school rules relating to dress and appearance.

Students shall attend school dressed in a manner which is clean, not hazardous to their safety or the safety of others, and which does not distract from the educational environment.

C. Truancy, Tardiness or Class Cutting: Students shall not be absent from all or any portion of the regularly scheduled classes or other mandatory activities without school authorization and parental consent. A student is considered tardy to first period if s/he is not in his/her assigned seat when the late bell rings.

D. Profane, Vulgar or Improper Language or Gestures: Students shall not speak or write profane, vulgar, derogatory, demeaning or other improper or inappropriate language, or use profane, vulgar or other improper inappropriate gestures or signs or engage or attempt to engage in profane, vulgar or other improper or inappropriate actions. Student attire containing profanity or obscenity is prohibited.

E. Insubordination (also referred to as Failure to Comply with Directives): This is defined as failing to follow the directives of school personnel or otherwise acting in defiance of school authority. Students shall comply with directives, requests and orders of teachers, student teachers, substitute teachers or other appropriate school personnel.

F. Failure to Accept Discipline or Punishment: Students shall not refuse to accept discipline or punishment from teachers, student teachers, substitute teachers, educational aides, bus drivers, principals or other appropriate school personnel.

G. Harassment, Hazing and/or Sexual Harassment: Students shall not threaten, act or participate in or attempt to threaten, act or participate in an act or acts that injures, degrades, disgraces or tends to injure, degrade or disgrace any student. This includes any unwanted sexual advances which may be verbal, visual or physical contact.

H. Violations of School Bus Conduct Requirement: Students shall not act or participate in any act or acts or attempt to act or participate in any act which poses or tends to pose a danger to the safe operation of a school bus or conveyance, including, but not limited to, failing to remain seated, throwing objects as passengers, the driver or out of the window, extending arms or objects out of

the window, shouting and other disorderly conduct which could cause physical harm, emotional stress or diversion of the driver's attention.

I. Disrespect: Students shall not act so as to intimidate, insult or otherwise abuse, orally or in writing, any member of the school staff or student body.

J. Disruption of School: Students shall not by use of violence, force, noise, coercion, threat, harassment, intimidation, fear, passive resistance or any other conduct, cause, attempt or threaten to cause the disruption or obstruction of any lawful mission, process, activity or function of the school. Students shall not urge other students to engage in such conduct for the purpose of causing, attempting or threatening to cause the disruption or obstruction of any lawful mission, process, activity or function of the school. While this list is not intended to be all-inclusive, the following acts illustrate the kinds of misconduct prohibited by this rule:

1. occupying any school building, school grounds or part thereof;

2. blocking the entrance or exit of a school building or corridor or room therein;

3. setting fire or attempting to set fire to or damaging or attempting to damage or defacing or attempting to deface any school building or property;

4. making, by telephone call, letter or other means, a threat to damage or destroy any school property or to disrupt any school-sponsored or related activity, function or event on or off school grounds. Any bomb threat to a school building, or to any premises at which a school activity is occurring will subject the offender to a one-year (1) expulsion;

5. activating or attempting to activate an emergency alarm system in the absence of an emergency;

6. preventing or attempting to prevent by physical act or verbal utterance the convening or continuing function of any school, class or activity or any lawful meeting or assembly on or off the school property;

7. preventing or attempting to prevent students from attending a class or any school-sponsored or related activity or event;

8. except under the direct instruction of the principal or other authorized school personnel, blocking pedestrian or vehicular traffic on school property or at the site of any school-sponsored activity or event; or

9. continuously making noise or acting in a manner so as to interfere with a teacher's ability to conduct a class or an extracurricular activity.

K. Damage, Destruction, Theft or Unauthorized Removal of School Property: Students shall not cause or attempt to cause damage to school property or steal or attempt to steal school property or engage in or attempt to engage in or participate or attempt to participate in the unauthorized removal of school property.

L. Damage, Destruction, Theft, or Unauthorized Removal of Private Property: Students shall not cause or attempt to cause damage to private property of students, teachers, school personnel or other persons or steal or attempt to steal private property or engage or attempt to engage in or participate or attempt to participate in the unauthorized removal of private property.

M. Physical or Verbal Assault on or Abusive Language Toward a School Employee, Authorized Visitor or Another Student: Intentionally or recklessly causing or threatening physical or emotional harm to another student or behaving in such a manner as to present an imminent risk of such harm. Students shall not use vulgar, profane or abusive gesture toward any school employee, authorized school visitor or another student, not cause or attempt to cause physical injury, or behave in such a
way as could threaten to cause physical injury to a school employee, authorized school visitor or another student.

N. Weapons, Dangerous Instruments, Fireworks and Explosives: Students shall not violate this District's policy against dangerous weapons in school Policy 5772. Students shall not use, possess, handle, transmit, sell, conceal or barter for, or bring upon school grounds, to a school activity or on to a school vehicle any object that can be classified as a weapon or dangerous instrument. Weapons and dangerous instruments shall include any object which is used or may be used to inflict physical harm or property damage or to threaten to inflict such harm or damage. Items that have the appearance of a weapon or dangerous instrument are also prohibited.

Students shall not possess, handle, transmit, conceal, sell or barter for, or bring upon school grounds, to a school activity or on to a school vehicle any fireworks, explosives, inflammables, munitions or other objects that could cause physical harm or property damage. Students shall not ignite, explode, detonate or attempt to ignite, explode or detonate fireworks, explosions, munitions, inflammables or other objects that could cause physical harm or property damage.

Violations of this section of the Student Code of Conduct may be subject to a one-year (1) or more expulsion as detailed in policy 5772. Violations of this section will also result in notification to the registrar of motor vehicles and the county juvenile judge.

O. Narcotics, Alcoholic Beverages, Look-Alike Drugs and Stimulant or Depressant Drugs:

1. Students shall not possess, use, transmit, sell, conceal, or consume any alcoholic beverage or intoxicant or any of the drugs of abuse while on school property and/or involved in school activities. Likewise, students shall not consume or have discernible odor of any alcoholic beverages or intoxicant or drug of abuse at a time before the student's arrival at school or a school-sponsored or related event or activity. Examples of drugs of abuse include, but are not limited to, narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, glue, butane, cocaine, nonmedically prescribed anabolic steroids or other substances that could modify behavior.

   Where a student is found to have violated this paragraph by using or consuming unauthorized drugs, drugs of abuse or intoxicants, s/he may be required to submit a letter from a psychiatrist or physician stating that the student is physically and mentally able to resume his/her studies prior to his/her reentry on the school premises or participation in school-related activities.

   Use of drugs as authorized by a medical prescription from a licensed physician shall not be considered in violation of this rule provided proper documentation has been completed and filed with the school office. However, selling, transferring or otherwise providing prescription drugs to a student to whom the drugs are not prescribed is a violation of this rule.

2. Students shall not possess, use, transmit, sell, consume or conceal any drug or look-alike drugs of abuse, instruments or drug paraphernalia (i.e., hypodermic needle, syringe, water pipe, roach clip, etc.).

3. Students who are knowingly in the presence of other students who are engaging in substance abuse and who fail to report such substance abuse to school authorities may also be in violation of this policy forbidding alcohol and drug use.

4. Violations of this section may also result in notification to the registrar of motor vehicles and the county juvenile judge.

P. Trespass:

1. Students shall not enter upon school grounds or premises of a school building to which the students are not assigned during or after school hours except with the express permission of the school principal of that building or to attend or participate in a school-sponsored event in which their regularly assigned school is involved or where students from their regularly assigned school have been invited to attend or participate.

2. Students already under suspension, expulsion or emergency removal shall not enter upon grounds or premises of the students regularly assigned or other school buildings without the express permission of the principal.

Q. Misconduct Away From School: Students who sell or transmit any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, cocaine, marijuana or other controlled substance or drug of abuse off school property or at a nonschool-sponsored or related activity, function or event, or on school property before or after school, may in accordance with the procedures set forth in R.C. 3313.66, be subject to suspension or expulsion from school if the Superintendent determines that the student's continued presence in the school is reasonably certain to disrupt or interfere with the educational process or endanger the health or safety of the students or others.

Students who engage in an assault upon a school employee or other student off school property, at a nonschool-sponsored or related activity, function or event, or on school property before or after school hours may, in accordance with the procedures set forth in R.C. 3313.66, be subject to suspension or expulsion from school if it is determined that the student's continued presence in the school is reasonably certain to disrupt or interfere with the educational process or endanger the health or safety of the students or others.

R. Falsification or Misstatement of Facts or Other Information: Students shall not forge the writing of another or falsely use the name of another person or falsify times, dates, grades, addresses or other data on school forms or school-related correspondence. Cheating and/or plagiarism on school assignments is considered fraud. Lying is considered fraud.

S. Gambling: Students shall not engage in or promote games of chance, placing bets or risk anything of value.

T. Obtaining Property or Things of Value by Use of Coercion and Related Misconduct: Students shall not use or attempt to use an express or implied threat, violence, harassment, coercion or intimidation to obtain money or any other type of property belonging to another student, a school employee or others.

U. Public Display of Affection or Sexual Acts: Students shall not engage in kissing, embracing or any sexual acts or displays not appropriate to the educational environment.

V. Repeated Violations: Students who repeatedly engage in acts which violate this code shall be subject to more severe punishment, including suspension or expulsion, for subsequent violations. The District shall be entitled to maintain records of each student's misconduct and consider such records in arriving at the type and severity of punishment to be imposed for a violation of this code.

W. Violation of Rules: Students shall not violate the policies of the Board, school rules, classroom rules or regulations. Such policies and rules and regulations will be posted in a conspicuous place. Students are responsible for becoming familiar with those items.

X. Personal Communication Devices: Students are not permitted to use personal communication devices in a manner contrary to Wadsworth City School District Policy 5136: Personal Communication Devices. Personal communication devices include: computers, tablets (e.g., iPads and similar devices), electronic readers ("e-readers"; e.g., Kindles and similar devices), cell phones (e.g., mobile/cellular telephones, smartphones (e.g., BlackBerry, iPhone, Android devices, Windows Mobile devices, etc.),

telephone paging devices (e.g., beepers or pagers), and/or other web-enabled devices of any type.

Y. Aiding and Abetting: Aiding and abetting any violation of this Student Code of Conduct will result in disciplinary action.

Z. Failure to Provide Evidence/Providing False Information/Lying: Students are expected to be honest concerning violations of the Code of Conduct and to help school officials establish the truth about a possible violation of the Student Code of Conduct. In establishing the facts concerning an incident, students shall be expected to cooperate with school officials. Students shall not give or assist in giving false or fictitious accounts to any school official, policy official, fire official or any other person acting in an official or lawful capacity.

AA. Violating Acceptable Use Policy: Students shall not use school-owned computers in a manner that violates the school's Acceptable Use Policy.

A. Violation of Student Publications Policy: Students shall not violate the Student Publications Policy, Policy 5722, with respect to content of student and nonstudent publications and requirements before distributing such publications.

A. Other Misconduct: Any misconduct which is contrary to the school's educational mission is prohibited.

A copy of this policy is to be posted in a central location in each school and made available to students and parents upon request. Key provisions of the policy should also be included in the parent-student handbook.

5611 - DUE PROCESS RIGHTS

The Board of Education recognizes that students have limited constitutional rights when it comes to their education.

Accordingly, the Board establishes the following procedures:

A. **Student subject to suspension:**

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 provided 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.

4. Within one (1) school day of the suspension the Superintendent, principal, or other administrator will notify the parents, guardians, or custodians of the student. The notice will include the reasons for the suspension and the right of the student, parent, guardian, or custodian to appeal to the Board or its designee; the right to be represented at the appeal; and the right to request the hearing be held in executive session if before the Board. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the suspension to the Board or its designee, such notice of appeal shall be filed, in writing, with the Treasurer of the Board or the Superintendent within five (5) calendar days after the date of the notice to suspend. If the offense is one for which the District may seek permanent

exclusion, then the notice will contain that information.

5. Notice of this suspension will also be sent to the:

a. Superintendent;

b. student's school record (not for inclusion in the permanent record).

6. If a student leaves school property without permission immediately upon violation (or suspected violation) of a provision of the Student Code of Conduct/Student Discipline Code or prior to an administrator conducting an informal hearing as specified above, and the student fails to return to school on the following school day, the principal, assistant principal, Superintendent, or any other administrator, may send the student and his/her parent(s)/guardian(s) notice of the suspension, and offer to provide the student and/or his/her parents an informal hearing upon request to discuss the reasons for the suspension and to allow the student to challenge the reasons and to explain his/her actions, any time prior to the end of the suspension period.

Appeal of Suspension to the Board or its designee

The student who is eighteen (18) or older or the student's parent(s) or guardian(s) may appeal the suspension to the Board or its designee. They may be represented in all such appeal proceedings.

A verbatim record will be kept of the hearing which may be held in executive session at the request of the student, parent, or guardian, if held before the Board.

The procedure to pursue such appeal will be provided in regulations approved by the Superintendent. Notice of appeal must be filed, in writing, with the Treasurer or the Superintendent within five (5) calendar days after the date of the notice to suspend.

While a hearing before the Board may occur in executive session, the Board must act in public.

Appeal to the Court

Under Ohio law, appeal of the Board's or its designee's decision may be made to the Court of Common Pleas.

A. **Students subject to expulsion:**

When a student is being considered for expulsion by the Superintendent:

1. The Superintendent will give the student and parent, guardian, or custodian written notice of the intended expulsion, including reasons for the intended expulsion.

2. The student and parent or representative have the opportunity to appear before the Superintendent or designee to challenge the proposed action or to otherwise explain the student's actions. The written notice will state the time and place to appear, which must not be earlier than three (3) school days nor later than five (5) school days after the notice is given, unless the Superintendent grants an extension upon request of the student or parent.

3. Within one (1) school day of the expulsion, the Superintendent will notify the parents, guardians, or custodians of the student and Treasurer of the Board. The notice will include the reasons for the expulsion and the right of the student, parent, guardian, or custodian to appeal to the Board or its designee; the right to be represented at the appeal; and the right to request the hearing be held in

executive session if before the Board. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the expulsion to the Board or its designee, such notice of appeal shall be filed, in writing, with the Treasurer of the Board or the Superintendent within fourteen (14) calendar days after the date of the notice of expulsion. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.

Appeal of Expulsion to the Board

A student who is eighteen (18) or older or a student's parent(s) or guardian(s) may appeal the expulsion by the Superintendent to the Board or its designee. They may be represented in all such appeal proceedings and will be granted a hearing before the Board or its designee.

A verbatim record will be kept of the hearing which may be held in executive session at the request of the student, parent, or guardian, if it is held before the Board.

The procedure to pursue such appeal will be in accordance with regulations approved by the Superintendent. Notice of appeal must be filed, in writing, within fourteen (14) calendar days after the date of the Superintendent's decision to expel with the Treasurer of the Board or the Superintendent.

While a hearing before the Board may occur in executive session, the Board must act in public.

Appeal to the Court

Under State law, the decision of the Board or its designee may be further appealed to the Court of Common Pleas.

A. **Students subject to emergency removal:**

Students whose conduct warrants emergency removal shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.03 - Emergency Removal.

B. **Students subject to permanent exclusion:**

Students whose conduct is that for which permanent exclusion is warranted shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.01 - Permanent Exclusion of Nondisabled Students.

C. **Students subject to suspension from bus riding/transportation privileges:**

Student whose conduct warrant suspension from bus riding and/or transportation services shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.04 - Suspension of Bus Riding/Transportation Privileges.

The Superintendent shall ensure that all members of the staff use the above procedures when dealing with students. In addition, this statement of due process rights is to be placed in all student handbooks in a manner that will facilitate understanding by students and their parents.

These procedures shall not apply to in-school disciplinary alternatives including in-school suspensions. An in-school suspension is one served entirely in a supervised learning environment within a school setting. Nor shall these disciplinary alternative procedures apply to students who are prohibited by authorized school personnel from all or part of their participation in co-curricular, interscholastic, and/or noninterscholastic extra-curricular activities.

Revised 5/11/09
Revised 4/9/18

Wadsworth City School District
Bylaws and Policies

Civil Rights Compliance

According to Wadsworth City School District Board of Education Policy 2260: Nondiscrimination and Access to Equal Educational Opportunity, the following people have been designated to handle inquiries regarding the non-discrimination policies of the District:

Director of the Four Cities Educational Compact
524 Broad St. Wadsworth, OH 44281
330-336-3571

Director of Student Services
330-336-3571 524 Broad St.
Wadsworth, OH 44281

Wadsworth City Schools
Bylaws and Policies

Directory Information

According to Wadsworth City School District Board of Education policy 8330: Student Records, the District intends to make available, upon request, certain information known as "directory information". The Board designates as student "directory information": a student's name. Directory information shall not be provided to any organization for profit-making purposes. Parents and eligible students may refuse to allow the Board to disclose any or all of such "directory information" upon written notification to the Board within fourteen (14) days after receipt of this communication.

Wadsworth City School District
Bylaws and Policies

District Bullying Policy

According to Wadsworth City School District Board of Education Policy 5517.01: Bullying and other Forms of Aggressive Behavior.

Harassment, intimidation, or bullying behavior by any student in the Wadsworth City School District is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. "Harassment, intimidation, or bullying", in accordance with R.C. 3313.666 means any intentional written, verbal, graphic or physical act including electronically transmitted acts, i.e., Internet, cell phone, personal digital assistant (PDA), or wireless hand-held device, either overt or covert, by a student or group of students toward other students more than once, including violence within a dating relationship, with the intent to harass, intimidate, injure, threaten, ridicule, or humiliate. Such behaviors are prohibited on or immediately adjacent to school grounds, at any school-sponsored activity, on school provided transportation, or at any official school bus stop that a reasonable person under the circumstances should know will have the effect of:

A. Causing mental or physical harm to the other students including placing an individual in reasonable fear of physical harm and/or damaging of students'' personal property;
and,

B. Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other students.

Wadsworth City School District
Bylaws and Policies

Drug Prevention Memorandum to Parents

In accordance with Federal Law, the Board of Education prohibits the use, possession, concealment, or distribution of drugs by students on school grounds, in school or school-approved vehicles, or at any school-related event. Drugs include any alcoholic beverage, anabolic steroid, dangerous controlled substance as defined by State statute or substance that could be considered a "look-a-like" controlled substance. Compliance with this policy is mandatory for all students. Any student who violates this policy will be subject to disciplinary action, in accordance with due process and as specified in the student handbooks, up to and including expulsion from school. When required by State law, the District will also notify law enforcement officials.
The District is concerned about any student who is a victim of alcohol or drug abuse and will facilitate the process by which s/he receives help through programs and services available in the community. Students and their parents should contact the school principal or counseling office whenever such help is needed.

Wadsworth City School District
Bylaws and Policies

Inspection of Instructional Information

The Director of Instruction and Professional Development is responsible for coordinating inspections of instructional materials at each school. The Director of Instruction and Professional Development's office is located at 524 Broad St. Wadsworth, OH 44281 and can be reached at 330-336-3571.

Wadsworth City School District
Bylaws and Policies

Locker Posting

All lockers and other storage areas provided for student use remain the property of the District. These lockers and storage areas are subject to inspection, access for maintenance, and search pursuant to these guidelines. A student using the locker or storage area has, by statute, no expectation of privacy in that locker or storage area or the contents contained therein. No student shall lock or otherwise impede access to any locker or storage area except with a lock provided by or approved by the principal. Unapproved locks will be removed and destroyed.

Wadsworth City School District

Parents Right to Inspect, Review and Request Amendments to Student Educational Records

A parent or adult student has the right to:

A. inspect and review the student's education records within forty-five (45) days after the School receives a request for access or within such shorter period as may be applicable to students with disabilities. The School has a form that can be used to submit such a request. The Custodian of Records ("COR") (building principal) will notify the parent or adult student of the time and place where the records can be inspected. Parents and adult students are not permitted to inspect and review the education records of other students. If there is a valid reason why a parent or adult student cannot personally inspect and review a student's education records, or if the parent or adult student specifically requests copies of education records, the COR may arrange for copies of the requested records to be delivered to the parent or adult student directly. The Board may charge a reasonable fee for the copying of records, which may be waived under circumstances of unusual hardship.

B. request the amendment of the student's education records if the parent or adult student believes the record is inaccurate, misleading, or otherwise in violation of the student's privacy rights. Parents or adult students who believe that a change is necessary should ask the COR to correct the record. Such a request should be made in writing and should identify the part of the record they want changed, and specify why it should be changed. If the record is not changed to the parent's or adult student's satisfaction or if the COR informs the parent or adult student that the record does not appear to be misleading, inaccurate, or in violation of any privacy right, the parent or adult student will be informed of his/her right to request a hearing. The parent or adult student may submit a written request for a hearing. The hearing will be conducted by a hearing officer who will submit his/her findings to the Superintendent. The Superintendent will make the final decision concerning whether to change the record. A parent or student who remains dissatisfied with the final decision of the Superintendent may request that an explanatory statement be placed in the student's file explaining the basis for the disagreement. The school has a form that may be used to identify which information in the record the parent or adult student believes is inaccurate, misleading, or a violation of the student's privacy rights, and to specify why it is inappropriate.

Parent's Right to Request Educational Program and Staff Information

According to Wadsworth City Board of Education Policy 2261.02: Title I-Parent's right to Know and in accordance with the requirement of Federal law, for each school receiving Title I funds, the Superintendent shall make sure all parents of students in that school are notified that they may request, and the Board will provide the following information on the student's classroom teachers:

A. Whether the teacher(s) have met the State qualification and licensing criteria for the grade levels and subject areas they are teaching.

B. Whether the teacher(s) is teaching under any emergency or provisional status in which the State requirements have been waived.

C. The undergraduate major of the teacher(s) and the area of study and any certificates for any graduate degrees earned.

D. The qualifications of any paraprofessionals providing services to their child(ren).

E. In addition, the parents shall be provided:

1. information on the level of achievement of their child(ren) on the required State academic assessments;

2. timely notice if the student is assigned to a teacher who is not "highly qualified" as required, or if the student is taught for more than four (4) weeks by a teacher who is not highly qualified.

Wadsworth City School District
Bylaws and Policies

Parent/Student Right to File a Complaint

Any parent or student who believes that the School District has failed to comply with the Family Education Rights and Privacy Act ("FERPA") or the Protection of Pupil Rights Amendment ("PPRA"), may file a complaint directly with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-8520".

Wadsworth City School District
Bylaws and Policies

Student Privacy and Parental Access to Information

According to Wadsworth City Board of Education policy 2416: Student Privacy and Parental Access to Information, the Board respects the privacy rights of parents and their children. No student shall be required, as part of the school program or District's curriculum, without prior written consent of the student or, if an unemancipated minor, his/her parents, to submit to or participate in any survey, analysis, or evaluation that reveals certain information that is detailed in this policy. Parents also have the right, upon request, to inspect any instructional material used as part of the educational curriculum of the student

Wadsworth City Schools
Bylaws and Policies

Video Surveillance

This facility uses video surveillance/electronic monitoring equipment to observe, monitor and/or record the behavior and activity of all persons on school property or grounds, or participating in school functions and may be disclosed for Law enforcement purposes. Questions about the video surveillance/electronic monitoring system are directed to the Building Principal.

WADSWORTH MIDDLE SCHOOL

WELCOME TO WADSWORTH MIDDLE SCHOOL

The faculty, administration and staff wish all students a successful year at Wadsworth Middle School. The first day of school provides everyone a new beginning. We hope that you will find the school year exciting and memorable.

Wadsworth Middle School encourages academic excellence. Your success depends on regular attendance, good study habits, self-discipline and appropriate school behavior. We also believe your academic success and achievement are enhanced through participation in the arts, athletics, and other extracurricular activities. Participation in school activities also helps generate pride and loyalty.

Our goal is to have a school where all students feel successful. To attain this goal there must be a working relationship among students, staff, parents, and community members. Cooperation among these groups will help promote successful personal growth for all our students.

Sincerely,

Mr. Eric Jackson, Principal
Mr. David Ryder, Assistant Principal

This is Grizzly Country!
Where Grizzly Excellence and Pride
starts with you -- the individual student.

While many of these handbook policies and procedures are outlined, the administration reserves the right to adjust, add, or delete policies or procedures during the school year if it serves the best interest of WMS.

TABLE OF CONTENTS

Contents

TABLE OF CONTENTS 1
BELL SCHEDULE (2019-20) 3
CALENDAR (2019-20) 4
ABSENCES 5
ACADEMICS 6
ANNOUNCEMENTS AND BULLETINS 7
ASSEMBLIES 7
ATHLETIC PARTICIPATION REQUIREMENTS 8
ATHLETICS RISK OF PARTICIPATION 8
ATTENDANCE POLICIES/PROCEDURE 8
BULLYING – BE THE SOLUTION 8
BUS TRANSPORTATION 9
CAFETERIA REGULATIONS/PROCEDURES 9
CLASS ACTIVITIES AND CLASS FINANCES 9
CLOSING SCHOOL 9
CODE OF CONDUCT 10
DRESS CODE/STUDENT APPEARANCE 13
FEES—FINES 14
GUIDANCE DEPARTMENT 14
HALL PASS 144
HEALTH SERVICES (school) 144
INTERROGATIONS AND SEARCHES 15
LIBRARY—MEDIA CENTER 15
LOCKERS—SEARCHES—INVESTIGATIONS 15
LOST AND FOUND 16
REFERENCE GUIDE 16
RESTROOM POLICIES 16
SCHEDULE CHANGES 16
STUDENT ACTIVITY PROGRAMS 17
STUDENT CONDUCT 167
STUDY HALL PROCEDURES 21
SURVEILLANCE (Audio/Video) 21
TECHNOLOGY 21
VISITORS 22
WITHDRAWING FROM A COURSE 212
ANNUAL NOTICES 24
WADSWORTH CITY SCHOOL DISTRICT – BYLAWS & POLICIES 245

BELL SCHEDULE (2020-2021)

	Regular Bell Schedule	Grizzly Time Bell Schedule	Assembly Bell Schedule
First Bell	**7:30**	9:30	7:30
Tardy Bell	**7:35**	9:35	7:35
Period 1	**7:35 – 8:23**	9:35 – 10:06	7:35 – 8:15
Period 2	**8:26 – 9:13**	10:09 – 10:39	8:18 – 8:58
Period 3	**9:16 – 10:03**	10:42 – 11:12	9:01 – 9:41
Period 4	**10:06 – 10:53**	11:15 – 11:45	9:44 – 10:24
Intervention/Enrichment & Announcements Lunch A Lunch B	**10:56 – 11:59** **10:56 – 11:26** **11:29 – 11:59** Video announcements	11:48 – 12:51 11:48 – 12:18 12:21 – 12:51 PA announcements	10:27 – 11:30 10:27 – 10:57 11:00 – 11:30 PA announcements
Period 5	**12:02 – 12:49**	12:54 – 1:24	11:33 – 12:13
Period 6	**12:52 – 1:39**	1:27 – 1:57	12:16 – 12:56
Period 7	**1:42 – 2:30**	2:00 – 2:30	12:59 – 1:40
			Call down starts @ 1:40
First Dismissal	**2:30**	2:30	2:30
Last Dismissal	**2:32**	2:32	2:32

CALENDAR (2020-2021)

August 20	First Day of Classes
September 3	2 Hour Delayed Start - Grizzly Time Bell Schedule
September 7	(No School) Labor Day
September 2	Open House (parents only) 6:30-8:00 p.m.
September TBD	School Pictures – Individuals
September 19	Interims Posted to Website
September 25	(No School) Prof. Dev. In-service
October 1	2 Hour Delayed Start - Grizzly Time Bell Schedule
October 16	(No School) Teacher Comp. Day
October 16	End of 1st Quarter
October 19	Begin 2nd Quarter
October 23	Grade Cards Posted in Progress Book
November 5	2 Hour Delayed Start - Grizzly Time Bell Schedule
November 12	Parent/Teacher Conferences (3:30-7:30 p.m.)
November TBD	School Pictures – Retakes (a.m.)
November 13	(No School) Prof. Dev. In-service
November 25	Interims Posted to Website
November 26 - 30	(No School) Thanksgiving Break
December 3	2 Hour Delayed Start - Grizzly Time Bell Schedule
December TBD	School Pictures – Candid Day
December 21	End of 2nd Quarter
December 22 - January 1	(No School) Winter Break
January 4	Begin 3rd Quarter
January 7	2 Hour Delayed Start - Grizzly Time Bell Schedule
January 8	Grade Cards Posted in Progress Book
January 15	(No School) Prof. Dev. In-service
January 18	(No School) Martin Luther King
February 4	2 Hour Delayed Start - Grizzly Time Bell Schedule
February 5	Interims Posted to Website
February 15	(No School) Presidents Day
March 4	2 Hour Delayed Start - Grizzly Time Bell Schedule
March 12	End of 3rd Quarter
March 19	Grade Cards Posted in Progress Book
April 1	2 Hour Delayed Start - Grizzly Time Bell Schedule
April 2	(No School) Good Friday
April 5 - 9	(No School) Spring Break
April 21	Interims Posted to Website
May 6	2 Hour Delayed Start - Grizzly Time Bell Schedule
May 27	Last Day for Students
June 4	Grade Cards Posted in Progress Book

ABSENCES

EXCUSED

Absence from school may at times be necessary. Below are acceptable reasons to be excused for missing school as prescribed by statutes of the State of Ohio:

1. **personal illness** (a written physician's statement verifying the illness may be required);
2. illness in the family necessitating the presence of the child;
3. quarantine of the home;
4. death in the family;
5. necessary work at home due to absence or incapacity of parent(s)/guardian(s);
6. observation or celebration of a bona fide religious holiday;
7. out-of- state travel (up to a maximum twenty-four (24) hours per school year that the student's school is open for instruction) to participate in a District-approved enrichment or extracurricular activity;
8. such good cause as may be acceptable to the Superintendent;
9. medically necessary leave for a pregnant student in accordance with Policy 5751; and
10. service as a precinct officer at a primary, special or general election in accordance with the program set forth in Policy 5725.

Both excused and unexcused absences are counted with the attendance requirement. The distinction is made between "excused" and "unexcused" absences for the purpose of determining whether or not a student may have the opportunity for make-up work and whether or not disciplinary action is in order.

All absences will be counted in the attendance requirement. Included are excused absences, partial day absences for a doctor or dentist appointment, driver's permit test, approved vacation days, inclement weather with school in session, and unexcused absences. The only exceptions are days when the student is involved in approved school activities. School activities are those activities in which a student participates as a member of an approved team or group representing the school. Such activities include but are not limited to field trips, sporting events and school-sponsored programs.

Whenever a child is going to be absent, the parents should notify the office between 7:00 a.m. and 8:00 a.m. each day of the absence so that the reason for absence will be known. The number is 330-335-1357. The office routinely calls parents/guardians to verify absence. Parents should not be offended by the call. The call is only to ensure the location and safety of the student. Without parent contact, a student will be presumed truant and dealt with accordingly. If it is absolutely impossible for the parent/guardian to call the school, the student will be required to bring a note to school after each absence explaining the reason for the absence or tardiness. Attendance has 24 hour a day voicemail; calls can be made anytime to report an absence.

**Students who are absent from school for reasons not permitted by state law may or may not be permitted to make up work. ("See Makeup Work) The absence will be recorded as unexcused or truant.

An unexcused absence occurs when a parent/guardian notifies the school of an absence but it does not fall into one (1) of the categories listed under excused absence above.

A student is marked truant when a parent/guardian does not contact the school and does not respond when a call is placed notifying the parent/guardian that a student is not in school.

A student who misses thirty (30) or more consecutive hours, forty-two (42) or more hours in a month or seventy-two (72) hours in a school year without a legitimate excuse is considered habitually truant and is referred to an Absence Intervention Team. The Absence Intervention Team, which includes the student's parent/guardian(s), creates a plan to assist with the student's attendance issues. Legitimate excuse are those defined under excused absence.

CLASSROOM ATTENDANCE – CLASS CUTTING

Students are expected to attend classes daily. Teacher passes to go to another classroom, library, or study hall are valid for only ONE period. Failure to report to designated area will count as truancy. (No academic grade for classes missed.) Possibly disciplinary actions will be taken.

EARLY DISMISSAL FROM SCHOOL

Any student who must leave school early (before 2:30) for appointments must bring a written request signed by parent or guardian to the main office prior to the start of school on the day you wish early dismissal. This request should state the reason, time of desired dismissal, tentative time of return, and phone number where the parent may be reached. The student must have a verification form filled out and it should be presented to the main office secretary upon return to school.

LATE ARRIVALS – SIGNING OUT

TARDY 7:35 to 8:40 A.M.

Students must be in attendance 4 periods to be eligible for competition and/or performances extra-curricular activities. When you return to school the day after an absence, follow this procedure:

Unless previously called off you must have a note within two days of return to school. Any student returning to school without a verification of his/her absence will be called to the main office. Absences will be recorded as truant and the student may be subject to disciplinary actions. If a student is truant or unexcused, he/she is subject to disciplinary action.

MAKE-UP WORK - HOMEWORK POLICY FOR EXCUSED AND UNEXCUSED ABSENCES

1. Excused absences- It is the responsibility of each student with an excused absence to immediately, upon return to school, make arrangements with his/her teacher(s) to make up work missed.
2. Unexcused absence- Classwork for an unexcused absence is able to be made up. A student will be given one day to make up required work for each day missed. Scheduling of make-up work is at the teacher's discretion. If an assignment, such as an in-class activity or group assignment, is not required to be made up for excused or unexcused absences, students may be exempt (as will be indicated on Progress Book) from the assignment and neither zero credit nor other penalties will be assigned. The student's average and grade computed for the nine weeks will only reflect the required work completed.
3. Please contact the main office (on the third day of absence) with any questions or concerns regarding make-up work or homework policy for prolonged absences of 3 days or more. The main office will request assignments from teachers and teachers will have 24 hours to respond.

TARDINESS TO SCHOOL

The main office will keep a record of each student's tardiness to school. The school will take action for all unexcused tardies.

Students who come to school later than their normal starting time will be required to sign in at the main office. You are considered tardy to school if you are not in your assigned seat when the late bell rings. Any student who fails to sign in may be considered truant or unexcused.

VACATION

Students are permitted to go on vacation during the school year without penalty except the week ending each semester and the week of state mandated testing. The purpose of this administrative guideline is to accommodate parents who must take their vacations during the school year and the desire to enjoy that time as a family.

Whenever a proposed absence-for-vacation is requested, parents must discuss it with the principal. The length of absence should be made clear, and those involved should have an opportunity to express their views on the potential effects of the absence.

The district will only approve a student's absence for a vacation when she/he will be in the company of his/her own parent or other family relatives but not other students' parents, unless there are extenuating circumstances deemed appropriate by the principal.

Prior to the vacation you must send a written letter to the principal within 10 days of the absence in order for the absence to be reviewed. Student attendance will be reviewed prior to approval granted. Please be advised that vacation request in the last week of both the first and second semester and the week of state mandated testing will not be allowed.

ACADEMICS

***Academic dishonesty demonstrates a lack of character that is inconsistent with the goals of the Wadsworth City School District.**

***Definition of Academic Integrity*:** All work that is prepared for evaluation by teachers (i.e., homework, quizzes, take-home exams, in-class examinations, presentations and papers) falls under academic integrity. Students are required to submit such work for evaluation for various reasons:

- To help the students develop and express concepts, knowledge, and skills
- To inspire creative thinking and work
- To provide the teacher with feedback revealing whether or not students grasp the material presented
- To provide a record of the student's progress
- To promote the learning of new material and to reinforce old material

Wadsworth Middle School students are expected to have high academic standards at all times, with emphasis on the need for attributing credit and for doing independent work when required/expected by the teacher. All work submitted to meet course requirements is expected to be a student's own work.

CHEATING

Cheating is defined as giving or receiving any information on any work meant for individual completion or preparation regardless of the time or place of exchange of information. Violations may result in lowering of one's grades **or** disciplinary action. Individual teacher's syllabus explains specific classroom action. Violations may result in lowering of one's grades or disciplinary action. Individual teacher's syllabus explains specific classroom action.

SCHOLASTIC ACHIEVEMENT RECOGNITION

HONOR ROLL - Each grading period, pupils with high achievement will be named to the honor roll at one of three levels: 4.0 Excellence Level, 3.5-3.9 Honor Level, and 3.0-3.5 Merit Level.

MIDDLE SCHOOL GRADING SYSTEM

Wadsworth Middle School's grading system uses the below scale. Students grades reported in Progress Book are accurate and are not rounded. Weighted grades are used in classes for High School Honors credit only.

			Weighted grades
A	93-100	4.0	4.5
A-	90-92	3.7	4.2
B+	87-89	3.3	3.8
B	83-86	3.0	3.5
B-	80-82	2.7	3.2
C+	77-79	2.3	2.8
C	73-76	2.0	2.5
C-	70-72	1.7	2.2
D+	67-69	1.3	1.3
D	63-66	1.0	1.0
D-	60-62	0.7	0.7
F	59 (or below)	0.0	0.0

*These points are earned for each course worth one full credit

MIDDLE SCHOOL ACADEMIC ELIGIBILITY

To be academically eligible for participation in co-/extracurricular activities, a student must have passed five scheduled subject areas, the preceding grading period. A GPA requirement of 1.7 applies if you have passed five classes and failed additional class(es). Students must participate and earn credit in a minimum of 5 classes to be eligible for fall season of high school co-/extracurricular activities.

PLAGIARISM

Because plagiarism is intellectually dishonest and therefore a form of stealing, it is an extremely serious offense and can result in severe penalties, even no credit for the course. The following forms of plagiarism are most frequent:

- Failure to document with quotation marks any material copied directly from other sources.
- Failure to acknowledge paraphrased material (someone else's ideas).
- Failure to provide a bibliography, or give credit to sources used.
- Copy and pasting into one's work without citing your source is plagiarism.
- Use of other's work, as one's own, particularly in the creative arts.
- Use of other's ideas an one's own for themes, poems, musical compositions, or artwork.

Footnote: Littell, Joy, Building English Skills. P. 266.

ANNOUNCEMENTS AND BULLETINS

All regular announcements will be made each morning over the public address system or Clever Touch Screen. Announcements must be signed by a faculty member or principal and turned in to the main office.

ASSEMBLIES

Assemblies are presented periodically for the purpose of recognizing special achievements, presenting speakers, and encouraging school spirit. Attendance at all assemblies is required.

Additional parking is available in the east parking lot (vocational wing) at the High School which is connected to Middle School by a sidewalk. **Do not park in any fire lanes on school property.**

Students must exhibit behavior that is appropriate and courteous at all times. Whether guests are present or not, each student is personally responsible for the impression made by the school as a whole. The conduct of the student body at

assemblies conveys an important message to the speaker and to the public. Traditionally, WMS students have displayed good conduct and respect for speakers. Students should report to assemblies promptly and sit where designated. It is recommended that students do not leave valuables in their classroom. Stopping at vending machines, general misconduct, and throwing items of any kind during assemblies is prohibited.

ATHLETIC PARTICIPATION REQUIREMENTS

Athletes may not be eligible to participate until the following items have been completed (forms can be picked up in the athletic office, school office, or online)

1. Physical Examination Form – completed and on file.
2. Emergency Medical Form – completed and on file.
3. Academic Eligibility requirements have been satisfied.
4. Activity Assessment

ATHLETICS RISK OF PARTICIPATION

All athletes and parents must realize the risk of injury that may be a result of athletic participation. We sincerely hope no serious injury will occur. We feel there is a responsibility to athletes and parents to make them aware of the potential risks that may exist. The Wadsworth School District will use the following safeguards to make every effort to eliminate injury:

1. Conduct pre-season meetings to fully explain the athletic policies and to advise, caution, and warn parents/athletes of the potential for injury.
2. Maintain a continuing education program for coaches to learn the most up-to-date techniques and skills, as well as being certified through sports medicine programs and CPR classes.

ATTENDANCE POLICIES/PROCEDURE

LEGAL RESPONSIBILITIES OF SCHOOL ATTENDANCE

Section 3321.01 Ohio Revised Code states that any child between 6 and 18 years of age, inclusive, is of compulsory school age. The parents, guardian, or any other person having care of a child of compulsory school age shall cause such child to attend school or participate in a special education program, that conforms to the minimum standards by the State board of Education, unless the child is employed on an age and schooling certificate with the permission of the Wadsworth City School Board of Education.

REQUIREMENTS

Regular attendance by all students of the Wadsworth City School District is very important. In many cases, irregular attendance is the major reason for poor school performance. Consequently, all students will be urged to make doctor appointments, do personal errands, etc., outside of school hours.

A student will be considered habitually truant if the student is absent without a legitimate excuse for thirty (30) or more consecutive hours, forty-two (42) or more hours in one (1) school month, or for seventy-two (72) or more hours in one (1) school year. Whenever any student of compulsory school age has sixty (60) consecutive hours in a single month or a total of ninety (90) hours of unexcused absence from school during the school year, s/he will be considered habitually absent.

To be eligible for extracurricular activities, students need to be present for 4 class periods. Basically, this means that students must attend classes until 11:00 a.m. or be in attendance at the middle school by 11:00 a.m. for the rest of the day.

BULLYING – BE THE SOLUTION

As you know, the issue of bullying is a very serious subject and needs to be addressed by every student in our school. The Wadsworth City Schools will not tolerate any student who behaves is such a manner that makes other students feel uncomfortable. This includes hurting other students either physically or emotionally. In some cases this could include cyber bullying which happens through any form of electronic communication including e-mail, instant message, chat text messages or any other form of electronic communication. It is important that every student do their part to end this negative behavior. If you are a bully, your behavior will not be tolerated and we will discipline your to the fullest extent available which could include suspension, expulsion and a report to the police. If you are being bullied, please seek the help of a principal or any adult in our building in order to put an end to this terrible behavior. Lastly, anyone who witnesses a bully in action should report them to a principal. Together, we can put an end to the bullying and help make our school a safer place for everyone. Every person in our school is challenged to do their part to end bullying. Our challenge to you is: “BE THE SOLUTION!”

BUS TRANSPORTATION

Although the Wadsworth City School District furnishes transportation in accordance with state law, it does not relieve the parents of students from the responsibility of supervision until such time as the student boards the bus in the morning and after the student leaves the bus at the end of the school day.

Students who ride the bus to school are expected to ride the assigned bus to and from school. The driver of the bus will be responsible for the orderly conduct of the students. Improper conduct could result in the loss of this service. **Any misbehavior that distracts the driver is a very serious violation and jeopardizes the safety of everyone. While on the bus, students are under the authority of the driver. The driver reports all discipline cases to the transportation supervisor who will consult with an administrator.** The rules of conduct are for your own safety as well as that of your fellow students. It is the responsibility of the student to get to school if he/she misses the bus. Students will be expected to enter the building immediately upon arriving at school.

A note needs to be signed and verified in the office if a medical appointment will change bus riding. Only a family emergency will alter the bus assignment. A note must be brought in and approved by a principal in order for this to occur. In cases requiring alternative supervision both students should produce a note explaining the emergency, where the parents can be reached and present it to the building administrators or designee who must sign the note and have an emergency release form attached to the note for presentation to the bus driver.

Violations: Any student persistently violating essential bus rules may be denied the privilege of riding the bus and may be required to furnish their own transportation.

A full list of transportation rules and procedures can be found by visiting the Wadsworth City School District Transportation Department homepage at http://www.wadsworth.k12.oh.us/administration/12.

CAFETERIA REGULATIONS/PROCEDURES

Prices are available online at http://www.wadsworth.k12.oh.us/index.aspx District Department Food Services

Students may purchase a plate lunch or 'a la carte lunches at the cafeteria. Do not leave purses or other personal items of value unattended. Books or schoolwork should be locked in lockers during lunch time. Students are to enjoy a social lunch in the cafetorium. Students are expected to sit down and stay in their seat until they have finished their lunch. All students should clean up their own trash, and all may be asked to help insure a clean environment. Students will be expected to be in designated areas (cafeteria, designated restrooms or blacktop).

CLASS ACTIVITIES AND CLASS FINANCES

Each class will have advisors assigned for each year. One advisor will be appointed head advisor. All class activities must have the approval of the head advisor and the principal, and all social events must be cleared through the administration and must be chaperoned by the advisors and other appropriate school personnel or parents.

Class funds are subject to the regulations concerning school accounts, and prior authorization must be obtained to spend class funds.

CLOSING SCHOOL

In the event of school closing or two-hour delay, accurate information will be made available to parents and staff members through the following stations: WEWS TV 5, FOX TV 8, WKYC TV 3, WOIO/WUAB TV 19, ohio.com and WAKR/WQX. The AlertNow@ *Phone* Calling System will also be utilized. The Wadsworth City School system is NOT part of the Medina County School system. Should the superintendent determine school will be delayed 2 hours refer to the Two Hour Delay Bell schedule.

CODE OF CONDUCT

A. Tobacco: students shall not possess, use, transmit, conceal or sell cigarettes or tobacco. State law prohibits students from smoking in any school building. This includes possession or the use of matches and/or lighters. No warning will be given for smoking violations. A student is considered smoking when seen with a cigarette, leaving a discarded one or any other evidence indicating smoking.

B. Dress and Appearance: Students shall not violate school rules relating to dress and appearance. Students shall attend school dressed in a manner which is clean, not hazardous to their safety or the safety of others, and which does not distract from the educational environment.

C. Truancy, Tardiness or Class Cutting: Students shall not be absent from all or any portion of the regularly scheduled classes or other mandatory activities without school authorization and parental consent. A student is considered tardy to first period if s/he is not in his/her assigned seat when the late bell rings.

D. Profane, Vulgar or Improper Language or Gestures: Students shall not speak or write profane, vulgar, derogatory, demeaning or other improper or inappropriate language, or use profane, vulgar or other improper inappropriate gestures or signs or engage or attempt to engage in profane, vulgar or other improper or inappropriate actions. Student attire containing profanity or obscenity is prohibited.

E. Insubordination (also referred to as Failure to Comply with Directives): This is defined as failing to follow the directives of school personnel or otherwise acting in defiance of school authority. Students shall comply with directives, requests and orders of teachers, student teachers, substitute teachers or other appropriate school personnel.

F. Failure to Accept Discipline or Punishment: Students shall not refuse to accept discipline or punishment from teachers, student teachers, substitute teachers, educational aides, bus drivers, principals or other appropriate school personnel.

G. Harassment, Hazing and/or Sexual Harassment: Students shall not threaten, act or participate in or attempt to threaten, act or participate in an act or acts that injures, degrades, disgraces or tends to injure, degrade or disgrace any student. This includes any unwanted sexual advances which may be verbal, visual or physical contact.

H. Violations of School Bus Conduct Requirement: Students shall not act or participate in any act or acts or attempt to act or participate in any act which poses or tends to pose a danger to the safe operation of a school bus or conveyance, including, but not limited to, failing to remain seated, throwing objects as passengers, the driver or out of the window, extending arms or objects out of the window, shouting and other disorderly conduct which could cause physical harm, emotional stress or diversion of the driver's attention.

I. Disrespect: Students shall not act so as to intimidate, insult or otherwise abuse, orally or in writing, any member of the school staff or student body.

J. Disruption of School: Students shall not by use of violence, force, noise, coercion, threat, harassment, intimidation, fear, passive resistance or any other conduct, cause, attempt or threaten to cause the disruption or obstruction of any lawful mission, process, activity or function of the school. Students shall not urge other students to engage in such conduct for the purpose of causing, attempting or threatening to cause the disruption or obstruction of any lawful mission, process, activity or function of the school. While this list is not intended to be all-inclusive, the following acts illustrate the kinds of misconduct prohibited by this rule:

    1. occupying any school building, school grounds or part thereof;

    2. blocking the entrance or exit of a school building or corridor or room therein;

    3. setting fire or attempting to set fire to or damaging or attempting to damage or defacing or attempting to deface any school building or property;

    4. making, by telephone call, letter or other means, a threat to damage or destroy any school property or to disrupt any school-sponsored or related activity, function or event on or off school grounds. Any bomb threat to a school building, or to any premises at which a school activity is occurring will subject the offender to a one-year (1) expulsion;

    5. activating or attempting to activate an emergency alarm system in the absence of an emergency;

    6. preventing or attempting to prevent by physical act or verbal utterance the convening or continuing function of any school, class or activity or any lawful meeting or assembly on or off the school property;

    7. preventing or attempting to prevent students from attending a class or any school-sponsored or related activity or event;

    8. except under the direct instruction of the principal or other authorized school personnel, blocking pedestrian or vehicular traffic on school property or at the site of any school-sponsored activity or event; or

9. continuously making noise or acting in a manner so as to interfere with a teacher's ability to conduct a class or an extracurricular activity.

K. Damage, Destruction, Theft or Unauthorized Removal of School Property: Students shall not cause or attempt to cause damage to school property or steal or attempt to steal school property or engage in or attempt to engage in or participate or attempt to participate in the unauthorized removal of school property.

L. Damage, Destruction, Theft, or Unauthorized Removal of Private Property: Students shall not cause or attempt to cause damage to private property of students, teachers, and school personnel or other persons or steal or attempt to steal private property or engage or attempt to engage in or participate or attempt to participate in the unauthorized removal of private property.

M. Physical or Verbal Assault on or Abusive Language Toward a School Employee, Authorized Visitor or Another Student: Intentionally or recklessly causing or threatening physical or emotional harm to another student or behaving in such a manner as to present an imminent risk of such harm. Students shall not use vulgar, profane or abusive gesture toward any school employee, authorized school visitor or another student, not cause or attempt to cause physical injury, or behave in such a way as could threaten to cause physical injury to a school employee, authorized school visitor or another student.

N. Weapons, Dangerous Instruments, Fireworks and Explosives: Students shall not violate this District's policy against dangerous weapons in school Policy 5772. Students shall not use, possess, handle, transmit, sell, conceal or barter for, or bring on school grounds, to a school activity or on to a school vehicle any object that can be classified as a weapon or dangerous instrument. Weapons and dangerous instruments shall include any object which is used or may be used to inflict physical harm or property damage or to threaten to inflict such harm or damage. Items that have the appearance of a weapon or dangerous instrument are also prohibited.

Students shall not possess, handle, transmit, conceal, sell or barter for, or bring on school grounds, to a school activity or on to a school vehicle any fireworks, explosives, inflammables, munitions or other objects that could cause physical harm or property damage. Students shall not ignite, explode, detonate or attempt to ignite, explode or detonate fireworks, explosions, munitions, inflammables or other objects that could cause physical harm or property damage.

Violations of this section of the Student Code of Conduct may be subject to a one-year (1) or more expulsion as detailed in policy 5772. Violations of this section will also result in notification to the registrar of motor vehicles and the county juvenile judge.

O. Narcotics, Alcoholic Beverages, Look-Alike Drugs and Stimulant or Depressant Drugs:

1. Students shall not possess, use, transmit, sell, conceal, or consume any alcoholic beverage or intoxicant or any of the drugs of abuse while on school property and/or involved in school activities. Likewise, students shall not consume or have discernible odor of any alcoholic beverages or intoxicant or drug of abuse at a time before the student's arrival at school or a school-sponsored or related event or activity. Examples of drugs of abuse include, but are not limited to, narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, glue, butane, cocaine, non-medically prescribed anabolic steroids or other substances that could modify behavior.

   Where a student is found to have violated this paragraph by using or consuming unauthorized drugs, drugs of abuse or intoxicants, s/he may be required to submit a letter from a psychiatrist or physician stating that the student is physically and mentally able to resume his/her studies prior to his/her reentry on the school premises or participation in school-related activities.

   Use of drugs as authorized by a medical prescription from a licensed physician shall not be considered in violation of this rule provided proper documentation has been completed and filed with the school office. However, selling, transferring or otherwise providing prescription drugs to a student to whom the drugs are not prescribed is a violation of this rule.

2. Students shall not possess, use, transmit, sell, consume or conceal any drug or look-alike drugs of abuse, instruments or drug paraphernalia (i.e. hypodermic needle, syringe, water pipe, roach clip, etc.).

3. Students who are knowingly in the presence of other students who are engaging in substance abuse and who fail to report such substance abuse to school authorities may also be in violation of this policy forbidding alcohol and drug use.

4. Violations of this section may also result in notification to the registrar of motor vehicles and the county juvenile judge.

P. Trespass:

1. Students shall not enter upon school grounds or premises of a school building to which the students are not assigned during or after school hours except with the express permission of the school principal of that building or to attend or participate in a school-sponsored event in which their regularly assigned school is involved or where students from their regularly assigned school have been invited to attend or participate.

2. Students already under suspension, expulsion or emergency removal shall not enter upon grounds or premises of the students regularly assigned or other school buildings without the express permission of the principal.

Q. Misconduct Away From School: Students who sell or transmit any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, cocaine, marijuana or other controlled substance or drug of abuse off school property or at a nonschool-sponsored or related activity, function or event, or on school property before or after school, may in accordance with the procedures set forth in R.C. 3313.66, be subject to suspension or expulsion from school if the Superintendent determines that the student's continued presence in the school is reasonably certain to disrupt or interfere with the educational process or endanger the health or safety of the students or others.

Students who engage in an assault upon a school employee or other student off school property, at a nonschool-sponsored or related activity, function or event, or on school property before or after school hours may, in accordance with the procedures set forth in R.C. 3313.66, be subject to suspension or expulsion from school if it is determined that the student's continued presence in the school is reasonably certain to disrupt or interfere with the educational process or endanger the health or safety of the students or others.

R. Falsification or Misstatement of Facts or Other Information: Students shall not forge the writing of another or falsely use the name of another person or falsify times, dates, grades, addresses or other data on school forms or school-related correspondence. Cheating and/or plagiarism on school assignments is considered fraud. Lying is considered fraud.

S. Gambling: Students shall not engage in or promote games of chance, placing bets or risk anything of value.

T. Obtaining Property or Things of Value by Use of Coercion and Related Misconduct: Students shall not use or attempt to use an express or implied threat, violence, harassment, coercion or intimidation to obtain money or any other type of property belonging to another student, a school employee or others.

U. Public Display of Affection or Sexual Acts: Students shall not engage in kissing, embracing or any sexual acts or displays not appropriate to the educational environment.

V. Repeated Violations: Students who repeatedly engage in acts which violate this code shall be subject to more severe punishment, including suspension or expulsion, for subsequent violations. The District shall be entitled to maintain records of each student's misconduct and consider such records in arriving at the type and severity of punishment to be imposed for a violation of this code.

W. Violation of Rules: Students shall not violate the policies of the Board, school rules, classroom rules or regulations. Such policies and rules and regulations will be posted in a conspicuous place. Students are responsible for becoming familiar with those items.

X. Personal Communication Devices: Students are not permitted to use personal communication devices in a manner contrary to Wadsworth City School District Policy 5136: Personal Communication Devices. Personal communication devices include: computers, tablets (e.g., iPads and similar devices), electronic readers ("e-readers"; e.g., Kindles and similar devices), cell phones (e.g., mobile/cellular telephones, smartphones (e.g., BlackBerry, iPhone, Android devices, Windows Mobile devices, etc.)), telephone paging devices (e.g., beepers or pagers), and/or other web-enabled devices of any type.

Y. Aiding and Abetting: Aiding and abetting any violation of this Student Code of Conduct will result in disciplinary action.

Z. Failure to Provide Evidence/Providing False Information/Lying: Students are expected to be honest concerning violations of the Code of Conduct and to help school officials establish the truth about a possible violation of the Student Code of Conduct. In establishing the facts concerning an incident, students shall be expected to cooperate with school officials. Students shall not give or assist in giving false or fictitious accounts to any

school official, policy official, fire official or any other person acting in an official or lawful capacity.

AA. Violating Acceptable Use Policy: Students shall not use school-owned computers in a manner that violates the school's Acceptable Use Policy.

BB. Violation of Student Publications Policy: Students shall not violate the Student Publications Policy, Policy 5722, with respect to content of student and nonstudent publications and requirements before distributing such publications.

CC. Other Misconduct: Any misconduct which is contrary to the school's educational mission is prohibited.

RANDOM ALCOHOL, DRUG AND NICOTINE TESTING OF STUDENTS

Wadsworth City School District Board of Education Policy 5512.01, Random Alcohol, Drug and Nicotine Testing of Wadsworth City School District Students, will be followed.

If a student participating in athletics or extracurricular activities not tied to an academic grade is found to have used alcohol, drugs or nicotine outside of the of the random testing process described above, he/she will be subject to the same positive result choices/consequences found in Wadsworth City School District Board of Education Policy 5512.01. This provision is in effect 24 hours per day, 7 days per week, every day of the year.

TEAM RULES AND REGULATIONS

All team rules and regulations determined by the coach/advisor will be enforced and are supported by the athletic department and the building administration.

CO-CURRICULAR AND EXTRA-CURRICULAR CODE

"The student has received notification of this policy through the student handbook which the student acknowledges through their signature upon receiving the student handbook."

This policy is applicable to students in non-credit, co-curricular, and extra-curricular activities in grades 7 through 12 in which students participate as players, members, performers, officers and/or chairpersons, including instrumental music during the marching and competition seasons. **(Does not pertain to activities related to the curriculum.)**

A student participating in co-/extra-curricular activities represents not only himself/herself, but also the Wadsworth City Schools and community. The Wadsworth City School district believes that student participation in extra-curricular and co-curricular activities is a privilege. The district also believes that participation in such activities demands that students maintain sound physical and/or mental condition.

Coaches/advisors are responsible for managing student behavior and handling discipline problems that occur within their range of responsibility. Coaches/advisors may call on other school personnel to help in discharging their responsibilities. They may refer students to the athletic director and/or building administrator whom is then responsible for determining further disciplinary action.

DRESS CODE/STUDENT APPEARANCE

Disciplinary action may result if the below standards are not followed:

The parents will be notified and the student may be sent home to correct the infraction. The time missed will be unexcused. Students may be sent immediately to In-School Detention if parents cannot be reached. It is realized that the effectiveness of the minimum standards of dress can only be achieved through joint cooperation from students, faculty, administration, and parents.

Students are expected to keep themselves well-groomed and neatly dressed at all times. The following are examples of unacceptable dress (these are just examples and are not all inclusive):

- Any form of dress, makeup, and hairstyle/color which is considered contrary to good hygiene or which is destructive or disruptive in appearance and/or detrimental to the routine operation of the school will not be permitted.
- Students are permitted to have piercings in the ears and a small "stud" in the nose. They are not permitted other piercings on the face or visible body piercings.
- Clothing that is not modest in appearance; and pants that are worn below the waist (low hanging). See-through or mesh garments, tube tops, tank tops, hats, sunglasses, slippers, flip-flops, bandanas/head coverings worn by male or female students, or other similar items of clothing are not permitted.

- Clothing displaying alcoholic beverages, tobacco products, drugs, and/or weapons; and those with obscene or sexually explicit or other offensive printing on them will not be permitted.
- No holes in clothing displaying skin above the knee.
- Midriff and chest area must be covered at all times.
- Skirts/shorts/dresses must be beyond fingertip length (mid-thigh) or longer and must meet other conventional standards of dress.
- All clothing must provide appropriate body coverage at all times.
- Shoes must be worn throughout the day.

Final determination of appropriate school attire rests with a school administrator.

All teachers will assist in enforcing the Standards of Dress as adopted by the Board of Education.

FEES—FINES

Any monies owed to the school will be recorded as soon as students incur the debt. All fine/fee monies and other financial obligations are to be paid in full in the main office. We do not allow students to charge items for other purchases.

GUIDANCE DEPARTMENT

COUNSELOR ASSIGNMENTS

7th Graders……..Mrs. Manos
8th Graders……..…… Mrs. Beal

Students are assigned to counselors for routine matters such as schedules and test results. We encourage students to talk to any counselor about personal concerns, emergencies, and crises.

Counselors assist students through crisis intervention, problem solving, individual counseling, group counseling, classroom guidance, parent/family involvement, and consultation/collaboration with school staff, parents, mental health professionals, and community.

In addition to the preceding services, guidance services include:

1. Organization and administration of student-to-student tutoring and standardized testing.
2. Holding parent, teacher, and administrator conferences.
3. Assisting student in transition from Central Intermediate to the middle school and from middle school to the high school.
4. Assisting students in selecting high school courses.
5. Planning for the future.

HALL PASS

All students in the halls during class periods must have a hall pass. There should be no exceptions to this rule.

HEALTH SERVICES (school)

CLINIC

The clinic is located in the main office. When a student is too ill to attend class or becomes injured, the student should get a pass from his/her teacher and report to the main office. Permission to release students from school will be allowed by office personnel after parents or their designee has granted authorization. Illness will not be accepted as a reason to loiter in a restroom or around other parts of the building. The school is not allowed to administer medicine unless the proper paperwork is on file in the clinic; first aid will be given as needed. Students are not permitted to give any non-prescription medication to another student.

HEALTH AIDES

All schools will have a school health aide in the clinic for several hours a day. The school health aide has been trained in basic first aid, will administer medications, and do vision and hearing screenings. The school nurse will supervise the school health aides.

Please contact the school nurse by calling 330.335.1460, extension 6112, if you have questions or concerns about your child's medical condition.

SCREENING

Vision screening will be done in grade 7. This is a state mandated screening for all students in this grade. Vision or hearing screenings may also be done as a result of a school staff or parent referral in any grade. For more information on

school screenings, go to www.wadsworth.k12.oh.us, click on “Programs”, then click on “School Health Services” on the WCS web page.

SCREENING EXEMPTION

Any child may be exempted from the school hearing screening by providing proof to the school by September 15th that he/she has been examined by a physician within the past 12 months with a note stating your request. A child may be exempted from the school vision screening by providing proof to the school by September 15th that he/she has been examined by a physician or optometrist within the past 12 months with a note stating your request.

INTERROGATIONS AND SEARCHES

In accordance with Policy 5771, school officials may search a student or a student’s property when there are reasonable grounds to suspect the presence of contraband that violates the law or school rules. Dogs trained in the detection of illegal drugs and/or weapons may patrol school facilities and premises. A dog altering to an object is considered reasonable grounds for a search. Vehicles on school property are also subject to search. Student lockers are the property of the Board and are subject to search based on reasonable suspicion of the violation of the law or school rules and to random searches without regard to reasonable suspicion.

LIBRARY—MEDIA CENTER

Rules and regulations regarding conduct are posted in library. Gum chewing is prohibited in the media center. Each student is responsible for knowing the rules.

LOCKERS—SEARCHES—INVESTIGATIONS

Lockers are the property of the school and therefore may be entered by the administration at any time. The right of inspection of students’ school lockers or articles carried upon their person and interrogation of individual students is inherent in the authority granted school boards and administrators. Thus, it should be conducted to assure parents that the school, in exercising its “in loco parentis” relationship with their children, would employ every safeguard to protect the well-being of those children. This authority is to be reasonably likely to produce anticipated tangible results to aid in the educational process, preserve discipline and good order, or promote the safety and security of persons and their property within the area of educational responsibility. Any illegal materials found will be confiscated, and if necessary, law enforcement agencies will be notified.

All students/athletes should keep their valuables in a locked locker. Students should assess what items of value they bring to school. Students who are staying after school for practices, to assist teachers, etc., are to take all coats and books with them since sections of the building may be closed. Keep lockers locked at all times and do not disclose your combination to anyone. Sharing of a locker is strongly discouraged. The Board of Education does not provide insurance or assume responsibility for items missing or stolen. Locks for physical education classes are provided by the teachers. Students participating in any extracurricular activity are responsible for the safety and security of their own personal belongings in our facility and in facilities at away events.

Theft may occur at school. Please consider not bringing large sums of money or other valuable items that are not necessary for use at school. Recovery of stolen items is very difficult.

LOST AND FOUND

All articles found should be turned in to the Main Office. Students losing articles should check the main office to see if their articles were turned in for the owner to claim.

REFERENCE GUIDE

Accident/Emergency Situations	Teacher, Administrator
Athletic Program	Mr. Likens
Attendance Officer	Mr. Kresowaty
Attendance	Mr. Ryder, Mr. Kresowaty
Class Change Request	Guidance Counselors
Community Agency Referrals	Guidance Office
Discipline	Mr. Ryder
Educational Planning for Students	Guidance Counselors
Entry or Withdrawal of Students	Administrator
Field Trips	Mr. Jackson

Food Service	Mrs. Breuers
Fund Raising	Mr. Jackson
Grade Questions	Classroom Teachers
Guidance Programs and Policies	Guidance Counselors
Home Instruction	Guidance Counselors
Injuries	Teacher, Administrator
Locker Assignment & Maintenance	Main Office
Locker Policy	Administrator
Lost and Found	Main Office
Medical	Clinic
Policy Clarification	Administrator
Problems	Guidance Counselors or Administrator
Psychological Referrals	Guidance Counselors or Administrator
Publications	Mr. Ryder
Records	Guidance Counselors, Main Office
Scheduling Events & Building Use	Mr. Ryder
Scheduling Students	Guidance Counselors
Stolen Materials & Theft Report	Administrator
Textbooks	Classroom Teacher
Tutors	Guidance Counselors
Work Permits	Main Office

RESTROOM POLICIES

Loitering in the restrooms is not permitted**. If ill, report to the clinic; do not stay in the restroom.** Disciplinary action will be taken with students who insist upon loitering in the restrooms.

SCHEDULE CHANGES

Students should work with the guidance counselors and their parents to develop schedules. No schedule changes will be enacted without a student/counselor conference.

Many administrative decisions are based on course registration numbers. For this reason, we strive to minimize schedule changes. However, it is understood that some changes are inevitable. Although we strive to give individual students the best schedule possible, class sizes and class atmosphere must be considered when creating schedules.

STUDENT ACTIVITY PROGRAMS

ACADEMIC ELIGIBILITY

To be academically eligible for competition or public performance in co-/extracurricular activities, a student must receive a passing grade in 5 classes from this year during the preceding grading period. If a student does not pass all classes with a 6 class schedule, a minimum GPA of 1.7 is needed in the preceding grading period to be eligible.

ACTIVITIES

The following activities are available to Wadsworth Middle School students. Academic eligibility is required to participate. We strongly encourage students to become involved in the extracurricular activities such as:

Student Council	Dances	Fishing Club	Announcement Crew
Newspaper	Band	Choir – Show	Lacrosse
Peer Tutoring	Athletics	Peer Mediation	Academic Challenge
Model UN	Drama	Robotics	Washington D.C.

DANCES

Periodically WMS offers dances to the student body to encourage appropriate socialization. Cost for the dances will be determined by the administration. Financial assistance is available upon request.

Dances are a privilege and not a right. The administration reserves the right to exclude a student for disciplinary reasons. Only WMS students may attend our dances. Visitors, relatives or guests will not be permitted to attend.
School dress code also applies. **WMS students are not permitted to attend high school dances.**

ACTIVITY ASSESSMENT
A complete listing of sports, clubs, groups and associated costs will be available online and in the school office.

SPORTS
The following sports are available to Wadsworth Middle School students. Students are encouraged to become involved in the sports programs.

BOYS	Cross Country	Football	Basketball	Wrestling	Track	Lacrosse
GIRLS	Cross Country	Volleyball	Basketball	Cheerleading	Track	Lacrosse

STUDENT CONDUCT

Good conduct is based on the respect and consideration of the rights of others. Students will be expected to conduct themselves in such a way that the rights of others are not violated. Students of the Wadsworth City School District will conform to school regulations and accept directions from authorized school personnel. A student who fails to comply with established school rules or with any reasonable request made by school personnel on school property and/or at school-related events will be dealt with according to approved student discipline regulations.
Every student who gives evidence of a sincere desire to remain in school and to be diligent in his or her studies will be given every reasonable opportunity to profit by the educational experiences provided and will be assisted in every way possible to achieve scholastic success.

1. Students shall respect constituted authority. This shall include conformity to school rules and regulations and those provisions of law, which apply to the conduct of students. Constituted authority includes any adult connected with the school; whether it is an administrator, teacher, monitor, custodian, secretary, cook, or bus driver.
2. Student conduct shall reflect consideration for the rights and privileges of others.
3. High personal standards of courtesy, dress, decency, morality, clean language, honesty, integrity, and appropriate relationship with others shall be maintained. Respect for real and personal property, pride in one's work and achievement within one's ability shall be expected of all students.
4. Wadsworth Middle School is your school; therefore, you should have a certain pride of ownership. The students who follow you in the future will appreciate your care and courtesy. Waste paper and other trash belong in the wastebaskets—not in your desk, locker or on the floor. A special effort must be made to keep all woodwork, walls, lockers and desks free from unsightly marks. Persons who cause damage to school property will be required to pay for the damage.
5. Public display of affection is unacceptable. Students using poor judgment in this matter may face disciplinary consequences and will be referred to a counselor. Parents will be notified if the conduct continues.

DISCIPLINE
It is the policy of the Wadsworth City School District Board of Education to act accordingly against violent, disruptive, or inappropriate behavior, including excessive truancy. The Board believes that discipline in the school provides each student with the most favorable atmosphere for learning. It recognizes that the incorporation of limits and controls by individual students is an important part of the learning process. It believes that limits on the individual are necessary for the orderly function of any society. Rules and regulations are necessary for the orderly function of an orderly and safe school environment that is conducive to teaching and learning.

It is considered a fundamental understanding by each student and his/her parents that any teacher or school official has not only the right, but the duty, to insist on good behavior. The right of discipline extends to all areas of the school program. (Ultimately, however, the conduct of a student is the legal responsibility of his/her parents or guardians. One of the most important lessons education should teach is discipline. While it does not appear as a subject, it underlies the entire education structure. It is the training that develops self-control, character, orderliness, and efficiency. It is the key to good conduct and proper consideration for other people.)

TEACHER DETENTION
Students may be assigned detention by a teacher. The length, time and place of the detention will be at the discretion of the teacher. Twenty-four (24) hour notice will be given. Students are responsible to arrange their own way home. Although Teachers are encouraged to call parents when a detention is assigned, the detention notice given to the student is considered to be the student and parental notification of detention. Teachers can also have students serve a ½ hour detention at lunch. Student may bring their lunch to the assigned room and eat while they complete missing assignments.

AFTER SCHOOL DETENTION
Students may be assigned a detention for misbehavior in study halls, being tardy to school, or for other minor disciplinary infractions. This detention is served afternoons from 2:35-3:05 p.m. or longer in an assigned room. Students are responsible to arrange their own way home. A detention missed due to absence will be rescheduled. A pattern of repeated skipping of detention will result in additional detention time.

DETENTIONS

EXTENDED DETENTION is a more severe form of discipline than the after school detention. Also, detentions enable students who may otherwise be suspended to remain at school and at the same time, provide them with an opportunity to improve their academic standing. Hopefully, detentions will be a learning experience and one in which a change in behavior may occur. Students are required to bring school related materials and assignments.

If a student is assigned multiple detentions for the same offense, another method of discipline will then become necessary. Extended detentions will be up to two hours. It will run from 2:30-4:30 p.m. and will be held every day if necessary. Students will be notified of the dates at the time discipline is administered. If a student misses the detention without prior administrative approval, the student may be subject to additional discipline.

IN-SCHOOL DETENTION

In-School Detention is less severe than suspension and is defined as a removal of the student from his/her regularly scheduled classes. Before a student is placed in in-school detention, the student shall be given written notice of the intention to impose in-school detention and the reasons for the intended in-school detention. Rules for in-school will be clearly outlined by administration previous to serving. In-school detentions are not suspensions and can't be appealed.

SATURDAY DETENTION

WMS maintains a Saturday School program and it consists of two levels that are listed below. Saturday School meets at 8:00 am and on any given Saturday would be no less than 1 hour in length and no longer than 4 hours. Students will be required to bring school work and will be expected to stay on task for the duration of the Saturday School. Before a student is placed in Saturday Detention, the student will be given written notice of the intention to impose Saturday Detention. Failure to serve an assigned Saturday Detention may result in additional detention.

SATURDAY ALTERNATIVE TO OUT OF SCHOOL SUSPENSION (SAS)

SAS will meet promptly at 8:00am and can be assigned for 1-4 hours. SAS may be used as an Alternative to Out of School Suspension at the discretion of administration, if deemed appropriate. Before a student is placed in SAS, the student will be given written notice of the intention to impose SAS. Failure to serve an assigned SAS will result in the assignment of an Out of School Suspension the next day that school is in session.

EMERGENCY REMOVAL

"Emergency removal" shall be the exclusion of a student who poses a continuing danger to District property or persons in the District or whose behavior presents an ongoing threat of disrupting the educational process provided by the District. (See Policy 5610.03 "Emergency Removal")

SUSPENSION

Suspension" shall be the temporary exclusion of a student by the Superintendent, principal, assistant principal, or any other administrator from the District's instructional program for a period not to exceed ten (10) school days. Suspension shall not extend beyond the current school year, if at the time a suspension is imposed, fewer than ten (10) days remain in the school year.

The Superintendent may instead require a student to participate in a community service program or another alternative consequence for a number of hours equal to the remaining part of the period of the suspension. The student shall be required to begin such community service program or alternative consequence during the first full week day of summer break.The Superintendent may develop a list of appropriate alternative consequences, and set forth such list in the applicable guidelines.

In the event, the student fails to complete the required community service or the assigned alternative consequence, the Superintendent may determine the next course of action. Such course of action, however, shall not include requiring the student to serve the remaining time of the suspension at the beginning of the following year. The procedures for suspension are set forth in the Student Code of Conduct/Student Discipline Code and Policy 5611 - Due Process Rights.

Students are permitted to make up all work missed during a suspension for full credit.

EXPULSION

Expulsion shall be the exclusion of a student from the schools of this District for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in a semester or term in which the incident that gives rise to the expulsion takes place or for one (1) year as specifically provided in this policy and the Student Code of Conduct/Student

Discipline Code. Only the Superintendent may expel a student. The procedures for expulsion are set forth in the Student Code of Conduct/Student Discipline Code and Board Policy 5611 "Due Process Rights".

If a student is expelled for more than twenty (20) school days or for any period of time that extends into the next school year, the Superintendent shall provide the student and his/her parents with the names, addresses, and telephone numbers of those public or private agencies in the community which offer programs or services that help to rectify the student's behaviors and attitudes that contributed to the incident(s) that caused the expulsion.

If the Superintendent determines that a student's behavior on a school vehicle violates school rules, s/he may suspend the student from school bus-riding privileges for the length of time deemed appropriate for the violation and remediation of the behavior. Any such suspension must comply with due process and the Student Code of Conduct/Student Discipline Code.

The Board authorizes the Superintendent to provide for options to suspension/expulsion of a student from school which may include alternative educational options.

The Superintendent shall initiate expulsion proceedings against a student who has committed an act that warrants expulsion under Board policy even if the student withdraws from school prior to the hearing or decision to impose the expulsion. The expulsion must be imposed for the same duration it would have been had the student remained enrolled.

The Board may temporarily deny admittance to any student who has been expelled from the schools of another Ohio district or an out-of-state district, if the student's expulsion period set by the other district has not expired. The expelled student shall first be offered an opportunity for a hearing. This provision also applies to a student who is the subject of a power of attorney designating the child's grandparent as the attorney-in-fact or caretaker authorization affidavit executed by the child's grandparent and is seeking admittance into the schools of this District in accordance with Policy 5111.

The Board may temporarily deny admittance to any student who has been suspended from the schools of another Ohio district, if the student's suspension period set by the other district has not expired. The suspended student shall first be offered an opportunity for a hearing before the Board.

When a student is expelled from this District, the Superintendent shall send written notice to any college in which the expelled student is enrolled under Postsecondary Enrollment Options at the time the expulsion is imposed. The written notice shall indicate the date the expulsion is scheduled to expire.

If the expulsion is extended, the Superintendent shall notify the college of the extension.

The Superintendent may require a student to perform community service in conjunction with or in place of a suspension or expulsion. The Board may adopt guidelines to permit the Superintendent to impose a community service requirement beyond the end of the school year in lieu of applying the expulsion into the following school year.

APPEALS TO THE BOARD OF EDUCATION

Pursuant to the above discipline, a student or his/her parent, guardian or custodian may appeal his/her suspension, expulsion, or removal to the Board or its designee. Notice of such appeal shall be filed, in writing, with the Treasurer of the Board within five (5) days of the suspension or fourteen (14) days of the expulsion. The student or his/her parent, guardian or custodian may be represented in the appeal proceeding and shall be granted a hearing before the Board or its designee to be heard against the suspension or expulsion.

- If an appeal is taken before the Board or its designee, such appeal may, upon request of the student, his/her parent, guardian or custodian or attorney, be heard in executive session.
- The Board, by a majority vote of its full membership, or by the action of its designee, may affirm the suspension or expulsion or may reinstate the affected student or may otherwise reverse, vacate or modify the order of suspension or expulsion.
  A. The Assistant Superintendent is hereby appointed as designee to hear all suspension appeals. As designee, the Assistant Superintendent's decision shall be considered automatically adopted by the Board of Education, without the necessity for any further Board action.
  B. The Board shall hear its own expulsion appeals, unless it appoints a designee, on a case-by-case basis. In the case of expulsions, all expulsions may be heard in executive session at the election of the party appealing.
  C. The Board shall take action on the expulsion appeal in public session.
  D. A verbatim record shall be kept of all hearings under this paragraph.
  E. Decisions of the Board or its designee may be appealed under Chapter 2506 of the revised code.

Co-Curricular and Extra-Curricular Code of Conduct

SPECIAL NOTICE

"The student has received notification of this policy through the student handbook which the student acknowledges through their signature upon receiving the student handbook."

This policy is applicable to students in non-credit, co-curricular, and extra-curricular activities in grades 7 through 12 in which students participate as players, members, performers, officers and/or chairpersons, including instrumental music during the marching and competition seasons. **(Does not pertain to activities related to the curriculum.)**

A student participating in co-/extra-curricular activities represents not only himself/herself, but also the Wadsworth City Schools and community. The Wadsworth City School district believes that student participation in extra-curricular and co-curricular activities is a privilege. The district also believes that participation in such activities demands that students maintain sound physical and/or mental condition.

Coaches/advisors are responsible for managing student behavior and handling discipline problems that occur within their range of responsibility. Coaches/advisors may call on other school personnel to help in discharging their responsibilities. They may refer students to the athletic director and/or building administrator whom are then responsible for determining further disciplinary action.

ATHLETIC CODE/EXTRACURRICULAR ACTIVITIES

RANDOM ALCOHOL, DRUG AND NICOTINE TESTING OF STUDENTS

Wadsworth City School District Board of Education Policy 5512.01, Random Alcohol, Drug and Nicotine Testing of Wadsworth City School District Students, will be followed.

If a student participating in athletics or extracurricular activities not tied to an academic grade is found to have used alcohol, drugs or nicotine outside of the of the random testing process described above, he/she will be subject to the same positive result choices/consequences found in Wadsworth City School District Board of Education Policy 5512.01. This provision is in effect 24 hours per day, 7 days per week, every day of the year.

Team Rules and Regulations

All team rules and regulations determined by the coach/advisor will be enforced and are supported by the athletic department and the building administration.

Added Requirements for Athletic Participation

Athletes may not be eligible to participate until the following items have been completed (forms can be picked up in the athletic office):

1. Physical Examination Form – completed and on file in the athletic office.
2. Emergency Medical Form – completed and on file in the athletic office.
3. Academic Eligibility requirements have been satisfied.
4. Activity Assessment.

Risk of Participation in Athletics

All athletes and parents must realize the risk of serious injury that may be a result of athletic participation. We sincerely hope no serious injury will occur. We feel there is a responsibility to athletes and parents to make them aware of the potential risks that may exist. The Wadsworth School District will use the following safeguards to make every effort to eliminate injury:

1. Conduct pre-season meetings to fully explain the athletic policies and to advise, caution, and warn parents/athletes of the potential for injury.

2. Maintain a continuing education program for coaches to learn the most up-to-date techniques and skills, as well as being certified through Sports Medicine programs and CPR classes.

Due Process

If it is the intention of a coach/advisor to deny participation to a student, the coach or advisor will hold a hearing and inform the student of such intention. The coach/advisor will make a record of the hearing in writing noting the student's name, activity, infraction, date of infraction, date of hearing, and results of the hearing. The student and his/her parents will have the right to appeal the action of the coach/advisor in writing to the Assistant Principal. The Assistant Principal will head an Appeal Board consisting of the Assistant Principal, Athletic Director, and a teacher appointed by the Principal. The Appeal Board will hear the appeal within three days after receipt of the appeal requests. Its decision will be rendered within two days after the appeal hearing.

STUDY HALL PROCEDURES

1. Students are to be in their assigned seats before the tardy bell rings.
2. No talking, card playing, or sleeping will be permitted.
3. No student shall leave the study hall without a hall pass or a written pass previously obtained from a teacher.
4. Students are to bring and use study materials to all study halls.

5. Students are expected to use this time wisely and may be subject to discipline if they disrupt the educational environment in study hall.

SURVEILLANCE (Audio/Video)

This facility and its resources uses surveillance/electronic monitoring equipment to observe, monitor and/or record the behavior and activity of all persons on school property or grounds, or participating in school functions and may be disclosed for Law enforcement purposes. Questions about the surveillance system, both audio and video, are directed to the Building Principal.

TECHNOLOGY

ACCEPTABLE USE STATEMENT

All students are expected to use the technology provided to Wadsworth Middle School in an approved, ethical manner in accordance with Board Policy 7540.03 for completion of classroom assignments. Board Policy concerning the use of technology is available at https://go.boarddocs.com/oh/wadsoh/Board.nsf/Public?open&id=policies# **http://www.neola.com/Wadsworth-oh/.** Students who misuse technology through damage, maliciousness, non-educational use, cheating, bypassing the Internet content filter or excessive printing will be subject to immediate disciplinary action.

General school rules for behavior and communication apply. The Board does not sanction any use of the internet that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines. Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users granted accesses to the Internet through the Board's computers assume personal responsibility and liability, both civil and criminal, for use of the Internet not authorized by this Board policy and its accompanying guidelines.

ELECTRONIC DEVICES

The uses of personal electronic devices are permitted for educational purposes ONLY. Permission to use personal electronic devices will vary depending on the location of the building. The following color system will identify level of permission of use for specific areas within Wadsworth Middle School.

Green: Students are permitted to use electronic devices at their convenience for educational purposes.
Yellow: Students are permitted to use electronic devices with the permission of the classroom teacher. Teacher classrooms and other areas marked as such.
Red: Students are NOT permitted to use electronic devices. These areas include hallways, restrooms, and classrooms when the teacher has prohibited use.

Consequences for Violation of the BYOD Student Guideline

Violation of the BYOD Student Guideline as outlined in this document will result in the following disciplinary actions:

*Possible consequences could range from a warning to possible suspension, dependent upon severity and number of offenses.
All students will enter into new BYOD policy with a clean record regarding electronic device violations
Students will face suspension and possibly expulsion for using an electronic device of any kind to cheat in class. In addition, students may not record any lesson or any other event in the middle school without the teacher or administration pre-approval. Students who record other students, staff, or events may face suspension or expulsion.

PLEASE BE ADVISED that all information transmitted via the WCS wireless system is subject to search and seizure. This includes any holding/transmitting device and its contents are not held to any expectation of privacy of the data contained. Information may be searched if the administration feels it is necessary for the safety and security of the student in our School.

In case of emergency, please call the main office. The main office will address appropriately, with administration being involved. Students are not permitted to answer or respond to incoming calls or text messages.

VISITORS

All visitors to Wadsworth Middle School are required to report to the main office. Visits with teachers and students are discouraged during the normal school day unless an appointment has been previously scheduled. All visitors must sign in and may be issued a visitor's pass. Student visitors must have prior approval from the administration.

All students have the right to an education. That right carries with it responsibilities; primarily, to respect the rights of others. This includes the avoidance of any discrimination in regard to race, color, national origin, sex, religion, or handicap.

WITHDRAWING FROM A COURSE

Generally

Requests to withdraw from a course must bear a parent/guardian and teacher's signature. If the teacher disagrees with the drop, a conference may be requested before the drop is honored.

Full Year Course

From the 10th day of school until interim of the 2nd grading period (week 5), a student may withdraw from a course without penalty.

1. IF the course is dropped prior to the end of the 1st grading period, the course and grade will not be entered on the student's permanent record card.
2. If the course is dropped between the end of the 1st grading period and the interim of the 2nd grading period (week 5), a "WD" (withdrawal) will be entered on the student's permanent record and no credit will be given.
3. Dropping a course after the interim of the 2nd grading period will result in the course being recorded on the permanent record card, no credit given for the course, a grade of "WF" will be given for the year.
4. Students must request and complete "Dropping a Full Year Course" form by interim of second grading period or a "WF" will be given.

Semester Course

A student may withdraw from a semester course with the following guidelines:

1. Prior to the end of the first nine weeks of the course (1st or 3rd grading period), the course and grade will not be entered on the student's permanent record card.
2. During the second nine weeks of the course (2nd grading period), the course will be recorded on the permanent record card, no credit given for the course, a grade of "WF" will be given, and the "WF" will be used when computing G.P.A. and Class Rank. (Students may not drop a course during the 4th grading period.)

ANNUAL NOTICES

Civil Rights Compliance Officer

According to Wadsworth City School District Board of Education Policy 2260: Nondiscrimination and Access to Equal Educational Opportunity, the following person has been designated to handle inquiries regarding the non-discrimination policies of the District:

Director of the Four Cities Educational Compact
524 Broad St.
Wadsworth, OH 44281
330-336-3571

Parent's Right to request Educational Program and Staff Information

According to Wadsworth City Board of Education Policy 2261.02: Title I-Parent's right to Know and in accordance with the requirement of Federal law, for each school receiving Title I funds, the Superintendent shall make sure all parents of students in that school are notified that they may request, and the Board will provide the following information on the student's classroom teachers:

A. Whether the teacher(s) have met the State qualification and licensing criteria for the grade levels and subject areas they are teaching.
B. Whether the teacher(s) is teaching under any emergency or provisional status in which the State requirements have been waived.
C. The undergraduate major of the teacher(s) and the area of study and any certificates for any graduate degrees earned.
D. The qualifications of any paraprofessionals providing services to their child(ren).
E. In addition, the parents **shall** be provided:
    1. information on the level of achievement of their child(ren) on the required State academic assessments;
    2. timely notice if the student is assigned to a teacher who is not "highly qualified" as required, or if the student is taught for more than four (4) weeks by a teacher who is not highly qualified.

<u>Directory Information</u>

According to Wadsworth City School District Board of Education policy 8330: Student Records, the District intends to make available, upon request, certain information known as "directory information". The Board designates as student "directory information": a student's name. Directory information shall not be provided to any organization for profit-making purposes. Parents and eligible students may refuse to allow the Board to disclose any or all of such "directory information" upon written notification to the Board within fourteen (14) days after receipt of this communication.

Drug Prevention Memorandum to Parents

In accordance with Federal Law, the Board of Education prohibits the use, possession, concealment, or distribution of drugs by students on school grounds, in school or school-approved vehicles, or at any school-related event. Drugs include any alcoholic beverage, anabolic steroid, dangerous controlled substance as defined by State statute or substance that could be considered a "look-a-like" controlled substance. Compliance with this policy is mandatory for all students. Any student who violates this policy will be subject to disciplinary action, in accordance with due process and as specified in the student handbooks, up to and including expulsion from school. When required by State law, the District will also notify law enforcement officials.

The District is concerned about any student who is a victim of alcohol or drug abuse and will facilitate the process by which s/he receives help through programs and services available in the community. Students and their parents should contact the school principal or counseling office whenever such help is needed.

District Bullying Policy

According to Wadsworth City School District Board of Education Policy 5517.01: Bullying and other Forms of Aggressive Behavior.

Harassment, intimidation, or bullying behavior by any student in the Wadsworth City School District is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. “Harassment, intimidation, or bullying”, in accordance with R.C. 3313.666 means any intentional written, verbal, graphic or physical act including electronically transmitted acts, i.e., Internet, cell phone, personal digital assistant (PDA), or wireless hand-held device, either overt or covert, by a student or group of students toward other students more than once, including violence within a dating relationship, with the intent to harass, intimidate, injure, threaten, ridicule, or humiliate. Such behaviors are prohibited on or immediately adjacent to school grounds, at any school-sponsored activity, on school provided transportation, or at any official school bus stop that a reasonable person under the circumstances should know will have the effect of:

A. Causing mental or physical harm to the other students including placing an individual in reasonable fear of physical harm and/or damaging of students’’ personal property; and,
B. Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other students.

Student Privacy and Parental Access to Information

According to Wadsworth City Board of Education policy 2416: Student Privacy and Parental Access to Information, the Board respects the privacy rights of parents and their children. No student shall be required, as part of the school program or District’s curriculum, without prior written consent of the student or, if an unemancipated minor, his/her parents, to submit to or participate in any survey, analysis, or evaluation that reveals certain information that is detailed in this policy. Parents also have the right, upon request, to inspect any instructional material used as part of the educational curriculum of the student.

Inspection of Instructional Information

The Director of Instruction and Professional Development is responsible for coordinating inspections of instructional materials at each school. The Director of Instruction and Professional Development’s office is located at 524 Broad St. Wadsworth, OH 44281 and can be reached at 330-336-3571.

Parents right to inspect, review, and request amendments to student educational records

A parent or adult student has the right to:

A. inspect and review the student's education records within forty-five (45) days after the School receives a request for access or within such shorter period as may be applicable to students with disabilities. The School has a form that can be used to submit such a request. The Custodian of Records ("COR") (building principal) will notify the parent or adult student of the time and place where the records can be inspected. Parents and adult students are not permitted to inspect and review the education records of other students. If there is a valid reason why a parent or adult student cannot personally inspect and review a student's education records, or if the parent or adult student specifically requests copies of education records, the COR may arrange for copies of the requested records to be delivered to the parent or adult student directly. The Board may charge a reasonable fee for the copying of records, which may be waived under circumstances of unusual hardship.
B. request the amendment of the student's education records if the parent or adult student believes the record is inaccurate, misleading, or otherwise in violation of the student's privacy rights. Parents or adult students who believe that a change is necessary should ask the COR to correct the record. Such a request should be made in writing and should identify the part of the record they want changed, and specify why it should be changed. If the record is not changed to the parent's or adult student's satisfaction or if the COR informs the parent or adult

student that the record does not appear to be misleading, inaccurate, or in violation of any privacy right, the parent or adult student will be informed of his/her right to request a hearing. The parent or adult student may submit a written request for a hearing. The hearing will be conducted by a hearing officer who will submit his/her findings to the Superintendent. The Superintendent will make the final decision concerning whether to change the record. A parent or student who remains dissatisfied with the final decision of the Superintendent may request that an explanatory statement be placed in the student's file explaining the basis for the disagreement. The school has a form that may be used to identify which information in the record the parent or adult student believes is inaccurate, misleading, or a violation of the student's privacy rights, and to specify why it is inappropriate.

Parent/Student Right to file a complaint

Any parent or student who believes that the School District has failed to comply with the Family Education Rights and Privacy Act ("FERPA") or the Protection of Pupil Rights Amendment ("PPRA"), may file a complaint directly with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-8520".

WADSWORTH CITY SCHOOL DISTRICT – BYLAWS & POLICIES

5611 - DUE PROCESS RIGHTS

The Board of Education recognizes that students waive certain constitutional rights, regarding their education. Accordingly, the Board establishes the following procedures:

A. Student subject to suspension:
   - 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 provided 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.
4. Within one (1) school day of the suspension the Superintendent, principal, or other administrator will notify the parents, guardians, or custodians of the student and the Treasurer of the Board. The notice will include the reasons for the suspension and the right of the student, parent, guardian, or custodian to appeal to the Board or its designee; the right to be represented at the appeal; and the right to request the hearing be held in executive session if before the Board. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the suspension to the Board or its designee, such notice of appeal shall be filed, in writing, with the Treasurer of the Board or the Superintendent within five (5) calendar days after the date of the notice to suspend. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.
5. Notice of this suspension will also be sent to the:
   - Superintendent;
   - Board Treasurer;
   - Student's school record;
6. If a student leaves school property without permission immediately upon violation (or suspected violation) of a provision of the Student Code of Conduct/Student Discipline Code or prior to an administrator conducting an informal hearing as specified above, and the student fails to return to school on the following school day, the principal, assistant principal, Superintendent, or any other administrator, may send the student and his/her parent(s)/guardian(s) notice of the suspension, and offer to provide the student and/or his/her parents an informal hearing upon request to discuss the reasons for the suspension and to allow the student to challenge the reasons and to explain his/her actions, any time prior to the end of the suspension period.
   - Appeal of Suspension to the Board or its designee
   - The student who is eighteen (18) or older or the student's parent(s) or guardian(s) may appeal the suspension to the Board or its designee. They may be represented in all such appeal proceedings.

- A verbatim record will be kept of the hearing which may be held in executive session at the request of the student, parent, or guardian, if held before the Board.
- The procedure to pursue such appeal will be provided in regulations approved by the Superintendent. Notice of appeal must be filed, in writing, with the Treasurer or the Superintendent within five (5) calendar days after the date of the notice to suspend.
- Appeal to the Court
- Under Ohio law, appeal of the Board's or its designee's decision may be made to the Court of Common Pleas.

B. Students subject to expulsion:
   1. When a student is being considered for expulsion by the Superintendent:
      - The Superintendent will give the student and parent, guardian, or custodian written notice of the intended expulsion, including reasons for the intended expulsion.
      - The student and parent or representative have the opportunity to appear before the Superintendent or designee to challenge the proposed action or to otherwise explain the student's actions. The written notice will state the time and place to appear, which must not be earlier than three (3) school days nor later than five (5) school days after the notice is given, unless the Superintendent grants an extension upon request of the student or parent.
      - Prior to the ending date of the suspension, the Superintendent will notify the parents, guardians, or custodians of the student and Treasurer of the Board. The notice will include the reasons for the expulsion and the right of the student, parent, guardian, or custodian to appeal to the Board or its designee; the right to be represented at the appeal; and the right to request the hearing be held in executive session if before the Board. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the expulsion to the Board or its designee, such notice of appeal shall be filed, in writing, with the Treasurer of the Board or the Superintendent within fourteen (14) calendar days after the date of the notice of expulsion. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.
   2. Appeal of Expulsion to the Board
      - A student who is eighteen (18) or older or a student's parent(s) or guardian(s) may appeal the expulsion by the Superintendent to the Board or its designee. They may be represented in all such appeal proceedings and will be granted a hearing before the Board or its designee.
      - A verbatim record will be kept of the hearing which may be held in executive session at the request of the student, parent, or guardian.
      - The procedure to pursue such appeal will be in accordance with regulations approved by the Superintendent. Notice of appeal must be filed, in writing, within fourteen (14) calendar days after the date of the Superintendent's decision to expel with the Treasurer of the Board or the Superintendent.
      - While a hearing before the Board may occur in executive session, the Board must act in public.
   3. Appeal to the Court
      - Under State law, the decision of the Board may be further appealed to the Court of Common Pleas.

C. Students subject to emergency removal:
   - Students whose conduct warrants emergency removal shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.03 – Emergency Removal.

D. Students subject to permanent exclusion:
   - Students whose conduct is that for which permanent exclusion is warranted shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.01 – Permanent Exclusion of Nondisabled Students.
   - Students subject to suspension from bus riding/transportation privileges:

E. Students whose conduct warrants suspension from bus riding and/or transportation services shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.04 - Suspension of Bus Riding/Transportation Privileges.

The Superintendent shall ensure that all members of the staff use the above procedures when dealing with students. In addition, this statement of due process rights is to be placed in all student handbooks in a manner that will facilitate understanding by students and their parents.

These procedures shall not apply to in-school disciplinary alternatives including in-school suspensions. An in-school suspension is one served entirely within a school setting. Nor shall these disciplinary alternative procedures apply to students who are prohibited by authorized school personnel from all or part of their participation in co-curricular, interscholastic, and/or no interscholastic extracurricular activities.

R.C. 3313.20, 3313.66, 3313.661

Revised 4/9/2018

May 4, 2020

To: Dr. Hill
From: Chris Sieber
Re: Handbook changes 2020-2021

Dr. Hill,

The handbook this coming school year for WHS will be on entirely online format versus purchasing handbooks that cost approximately $5000.00 or more to supply to students. The handbook would be on a digital platform that will encompass both the Final Forms version, as well as on our school website. In addition, we will make this available to the student body electronically.

For students who would like to have a calendar or planner type, we will provide that to them internally using our copy center as a resource to make a planner for students.

We fill this is the natural progression for our school to move from a hard copy handbook, to one that is digital. There are several reasons for this transition. First, it allows for the ability to make changes in a more fluid manner to the handbooks. This in turn allows us to be more responsive to changes that would need to be made. Secondly, the cost of handbooks increases each year, and this is a step that will allow us to save money. Finally, as we have done as a district, more of our hard copy material is now on a digital platform.

For this year, the following changes were made. As you will see, these changes below are illustrated in the handbook using both the strike through approach for outdated materials, and highlighted sections to show the new items.

Finally, the handbook was reformatted this spring so as to clean it up and allow for us to made changes more easily. Having been changed throughout the years, whether by WHS staff, or the company that made our planners, it was a needed change to make.

If you have any questions, please feel free to let me know. Thank you for your consideration.

Chris

Page 1: Change in handbook date / school year.

Page 3: School Calendar for 2020-2021 school year adjusted.

Page 9: Change in section titles. Removal of page numbers.

Page 13: Addition of this section to accompany attendance discipline and to use for AIT

meetings. This new line: ***Discipline may include court referral as the parent has a legal obligation to see that the child attends school.***

Page 17: Change in the discipline procedures for tardies to school. Change necessitated due to the ability to use in school and out of school detention / suspension.

Page 18: As with tardies, change in truancy discipline due to use of in school detention / suspensions.

Page 18: As mentioned before, there is the addition of the line firs mentioned on page 13. ***Discipline may include court referral as the parent has a legal obligation to see that the child attends school.***

Page 21: Dress code changes to add the following line. ***Clothing that is severely torn, shredded, or frayed, may not be permitted during the regular school day.***

Page 33 / 34: Change in Section O of the handbook to comply with board policy.

Page 41: Change Calculation for recognition from 7th semester to 8th.

Page 45-47 Updated graduation requirements.

Page 65: Change from Debbie Miller to Erica Motz as transportation supervisor.

STUDENT HANDBOOK
WADSWORTH HIGH SCHOOL
2020-2021 SCHOOL YEAR

"Where Quality Education is a Community Tradition"

WELCOME TO WADSWORTH HIGH SCHOOL
Administrative Team

Mr. Steve Moore, Principal
Mr. Rich Berlin, Associate Principal
Mr. Chris Sieber, Assistant Principal
Mr. Brad Musgrave, Athletic Director

IMPORTANT TELEPHONE NUMBERS
Area Code (330)
Main Office: 335-1400 WHS FAX 335-1376
Attendance Office: 335-1370
Athletic Office: 335-1372
Athletic Office FAX: 335-0189
Transportation: 336-3571
Board Office: 336-3571

Wadsworth High School hours of operation: 7:00 a.m. to 3:30 p.m.

STUDENT HANDBOOK RATIONALE

The Wadsworth High School Student Handbook has been designed to meet the needs of all students in grades 9-12 who are enrolled in classes at Wadsworth High School, through our Four Cities Compact, or the College Credit Plus Program. Since all young men and women who attend this institution are considered students, they are all subject to the rules and regulations found in these pages regardless of age. The student handbook, its rules and regulations, applies to all Wadsworth City Schools' property, and vicinity, employees, employees' property, and all school related activities, both home and away. If an offense in this code occurs when school is not in session, or just before school (example: summer or vacations), the action or penalty will begin when school resumes if permissible.
While many of the handbook policies and procedures are outlined, the administration reserves the right to adjust, add, modify, or delete policies or procedures during the school year if it serves the best interest of WHS.

WADSWORTH HIGH SCHOOL WEB PAGE
https://www.wadsworth.k12.oh.us

School information, news, calendars, including all activities and athletic events, are available on the WHS web page listed above.
Please also refer to the Wadsworth City Schools web page for the following information that supports this student handbook:
Wadsworth City Schools' Board of Education
Policies and Guidelines: http://www.neola.com/wadsworth-oh

SCHOOL CALENDAR, 2020-2021

August 20	First Day of School
September 3	WMS / WHS 2-Hr. Delayed Start
September 7	No School – Labor Day
TBD	Open House
September 18	First Nine Weeks Interim Reports
September 25	No School – Professional Development
October 1	WMS/WHS 2-Hr. Delayed Start
October 16	No School
October 16	End of First Quarter
November 5	WMS/WHS 2-Hr. Delayed Start
November 5	Parent Conferences
November 13	No School – Professional Development
November 13	Second Nine Weeks Interim Reports
November 26- November 30	Thanksgiving Break – No School
December 3	WMS/WHS 2-Hr. Delayed Start
December 21	End of Second Quarter & First Semester
December 22- January 3	No School – Winter Break
January 7	WMS/WHS 2-Hr. Delayed Start
January 15	No School – Professional Development
January 18	No School – Martin Luther King Jr. Day
February 4	WMS/WHS 2-Hr. Delayed Start
February 5	Third Nine Weeks Interim Reports
February 15	No School – President's Day
March 4	WMS/WHS 2-Hr. Delayed Start
March 12	End of Third Quarter
April 1	WMS/WHS 2-Hr. Delayed Start
April 2	No School (Good Friday)
April 5-9	No School – Spring Break
April 23	Fourth Nine Weeks Interim Reports
May 6	WMS/WHS 2-Hr. Delayed Start
May 21	Baccalaureate
May 23	Commencement
May 27	Student's Last Day & End of Fourth Quarter
May 28	Teacher Work Day

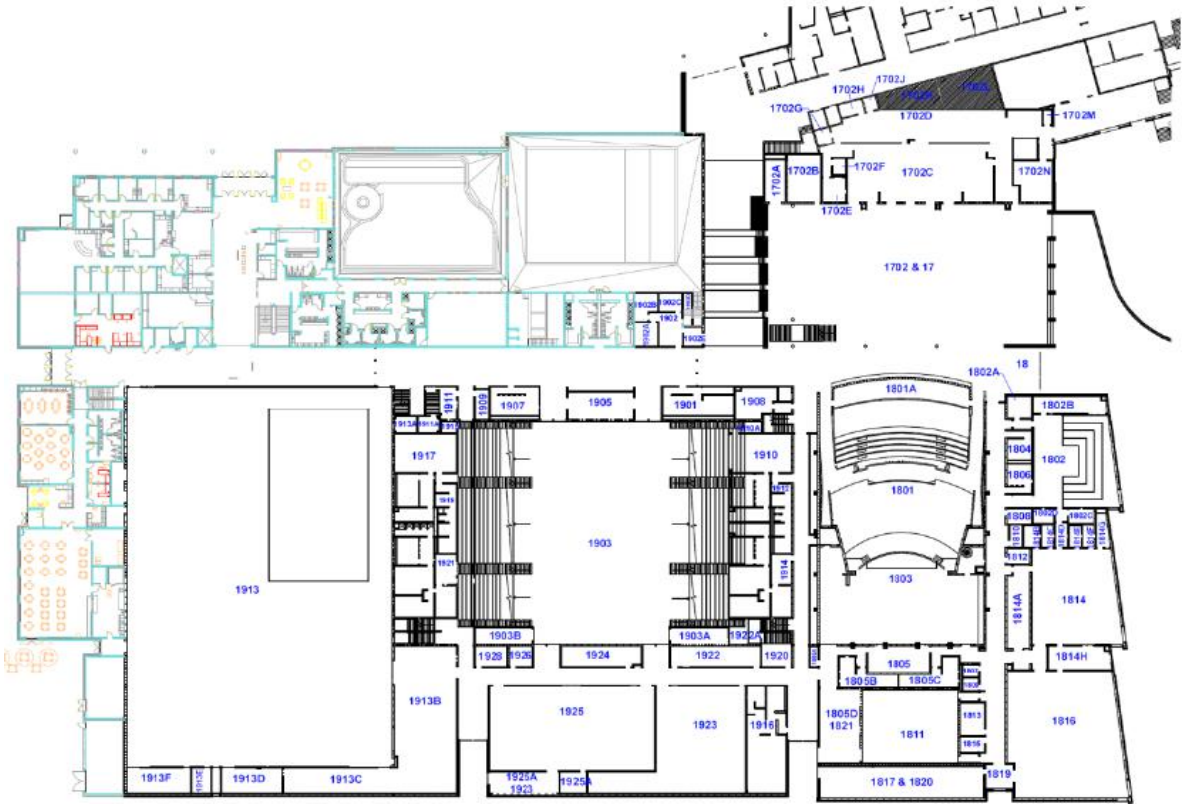
Nine Week Grading Periods	Student Days in Session	Interim Report
August 20 – October 16	39	September 18
October 19 – December 21	42	November 13
January 4 – March 12	47	February 5
March 15 – May 27	48	April 23

Report cards are issued electronically, but can be printed upon request by parents or guardians.

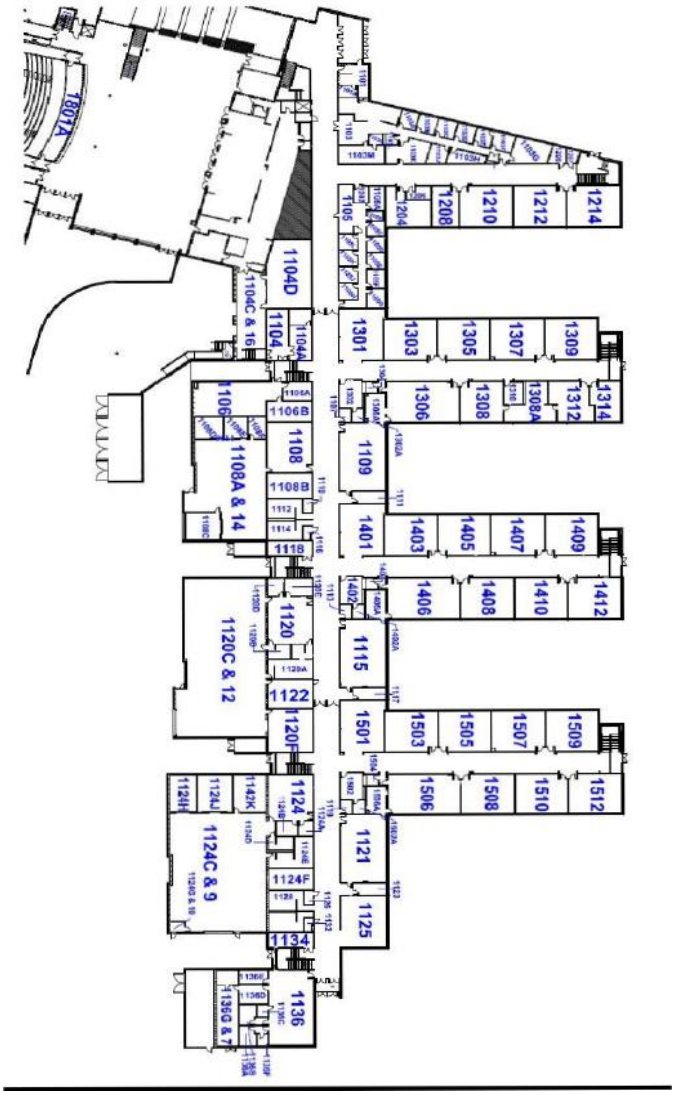
ALMA MATER

To you, Alma Mater,
We always will remain so true.
Our hearts and our loyalty
Will ever be in thought of you.
To you we owe our happiness
And all of our success.
Forever will your banner be our pride
Success to you, dear Wadsworth High.

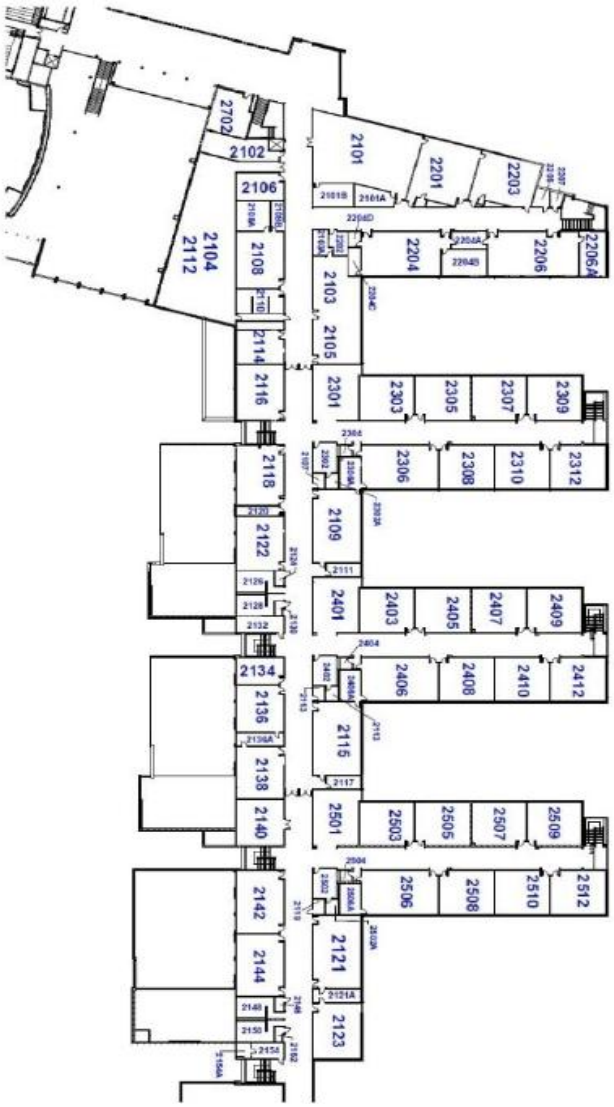
WHS Fine Arts/Music, Gym/Field House, Athletics



WADSWORTH HIGH SCHOOL First Floor



WADSWORTH HIGH SCHOOL Second Floor



BELL SCHEDULES

Regular Bell Schedule		2 Hour Delay Bell Schedule	
Period	**Time**	**Period**	**Time**
1st	7:35 – 8:20	1st	9:35 – 10:08
2nd	8:24 – 9:09	2nd	10:12 – 10:45
3rd	9:14 – 9:58	3rd	10:49 – 11:22
4th	10:02 – 10:47	4th	11:26 – 11:59
5A	10:52 – 11:20	6A	12:04 – 12:32
5C	11:38 – 12:06		
6th	12:11 – 12:56	6C	12:51 – 1:19
7th	1:01 – 1:45	7th	1:24 – 1:57
8th	1:49 – 2:34	8th	2:01 – 2:34
5A Academic Lab: 11:25 – 12:06 5C Academic Lab: 10:52 – 11:33		6A Academic Lab: 12:37 – 1:19 6C Academic Lab: 12:04 – 12:46	

Assembly Bell Schedule	
Period	**Time**
1st	7:35 – 8:20
2nd	8:24 – 9:09
3rd	9:13 – 9:58
4th	10:02 – 10:47
6A	?
6C	?
7th	12:11 – 12:56
8th	1:00 – 1:45
Assembly	1:49 – 2:34

LOCKER LOCATIONS

First Floor		Second Floor	
1000 to 1092	1200 Hallway	2000 to 2099	2200 Hallway
1100 to 1325	1300 Hallway	2100 to 2331	2300 Hallway
1400 to 1631	1400 Hallway	2400 to 2631	2400 Hallway
1700 to 1931	1500 Hallway	2700 to 2931	2500 Hallway

A.L.I.C.E. Safety Procedures

A- Alert: Admin will make an announcement to **ALERT** students about situation.

- Listen to instructions from the PA system and teachers.
- Knowing what is going on and being able to keep a level head will increase chances of survival.
- Do not panic, you only need to focus on staying safe for around five minutes before help to arrive.

L- Lockdown: If leaving is not safe or possible you must **LOCKDOWN**.

- If the threat is too close to evacuate, barricade the doors and windows.
- Turn off the lights.
- Remain both calm and quiet.

I- Inform: Staff will continue to **INFORM** students about the situation.

- As the situation evolves you will be informed via the PA system.
- Continue to make decisions as more information becomes available.

C- Counter: If your room is invaded, **COUNTER** and distract the attacker.

- If your room is invaded and you cannot escape throw items at the attacker.
- Stay low to avoid line of fire.
- A moving target is harder to hit.
- Remember countering an attacker should only be a last resort.

E- Evacuate: **EVACUATE** the building as soon as SAFE as POSSIBLE.

- Do not push or shove others. We are all in this together.
- If one exit is too crowded to evacuate find or create another one.
- Go to the predetermined rally point, if it is safe. If not, go to another safe spot.

Remember: it only takes 3-5 minutes for help to arrive! When law enforcement arrives it is better to show, not tell, you are not part of the threat. Put your hands in the air, fingers spread.

QUICK REFERENCE GUIDE

Accident/Emergency Situations	Teacher, Administrator
Activities Account	Mr. Berlin
Activities Assessment	Athletic Office
Athletic Program	Mr. Musgrave
Attendance Officer	Mr. Kresowaty
Awards Policy	Mr. Moore
Career Tech Information	School Counselor
Class Change Request	School Counselor
Co-Curricular Activities	Mr. Berlin
College Applications	School Counselor
College Day Procedures	Attendance Office
Community Agency Referrals	School Counselor Office
Credits/Transcripts	School Counselor
Discipline	Mr. Berlin/Mr. Sieber
Early Release Pass (Compact Students)	School Counselor Office
Educational Planning for Students	School Counselor
Entry or Withdrawal of Students	Administrator
Extracurricular Program	Mr. Berlin
Field Trips	Mr. Berlin
Flyers/Signs	Mr. Moore
Food Service	Mrs. Gnap
Fund Raising	Mr. Berlin
Grade Changes	Classroom Teachers
Home Instruction	School Counselor
Homeroom Assignments	School Counselor
Injuries/Medical	Teacher, Administrator
Locker Assignment / Maintenance	Guidance Office
Locker Policy	Mr. Sieber
Lost and Found	Main Office
Parking Permit	Mr. Sieber
Policy Clarification	Administrator
Psychological Referrals	School Counselor
Receipt & Disbursement of Monies	Activity Advisor
Records	School Counselor
Scheduling Events & Use of Building	Mr. Berlin
Scheduling Students	School Counselor
School Counselor Programs and Policies	School Counselor
Stolen Materials & Theft Report	Administrator
Student Council	Mr. Schoonover
Summer School	Mr. Berlin
Traffic Control	Security
Tutors	School Counselor
Vacation Requests	Mr. Moore
Work Permits	Main Office

~~SECTION I~~
~~ATTENDANCE INFORMATION~~
~~Page 12~~

~~SECTION II~~
~~DISCIPLINE INFORMATION~~
~~Page 19~~

~~SECTION III~~
~~ACADEMIC INFORMATION~~
~~Page 38~~

~~SECTION IV~~
~~SCHOOL COUNSELING DEPARTMENT INFORMATION~~
~~Page 44~~

~~SECTION V~~
~~GENERAL INFORMATION~~
~~Page 52~~

~~SECTION VI~~
~~ATHLETICS & ACTIVITIES~~
~~Page 62~~

~~SECTION VII~~
~~DIRECTORY & CONTACT INFORMATION~~
~~Page 66~~

SECTION I
ATTENDANCE INFORMATION

SECTION II
DISCIPLINE INFORMATION

SECTION III
ACADEMIC INFORMATION

SECTION IV
SCHOOL COUNSELING DEPARTMENT INFORMATION

SECTION V
GENERAL INFORMATION

SECTION VI
ATHLETICS & ACTIVITIES

SECTION VII
DIRECTORY & CONTACT INFORMATION

SECTION I - ATTENDANCE
(BOE Policy 5200)

REPORTING ABSENCES FROM SCHOOL
ATTENDANCE OFFICE PHONE NUMBER
(330) 335-1370

PARENT MUST CALL TO REPORT STUDENT ABSENCE BEFORE 9:30 a.m.

MRS. KANDI WALLET, ATTENDANCE CLERK
MR. KIRK KRESOWATY, ATTENDANCE OFFICER

ATTENDANCE POLICIES/PROCEDURE

LEGAL RESPONSIBILITIES OF SCHOOL ATTENDANCE

Section 3321.01 Ohio Revised Code states that any child between 6 and 18 years of age, inclusive, is of compulsory school age. The parents, guardian, or any other person having care of a child of compulsory school age shall cause such child to attend school or participate in a special education program, that conforms to the minimum standards by the State Board of Education, unless the child is employed on an age and schooling certificate with the permission of the Wadsworth City School Board of Education.

REQUIREMENTS

Regular attendance by all students of the Wadsworth City School District is very important. There is a direct correlation between attendance at school, and performance; therefore, it is imperative that a student be in attendance at school. All students will be urged to make doctor appointments, do personal errands, etc., outside of school hours.

Sound attendance patterns are essential; therefore, students will be expected to be on time and to attend every day unless given an excused absence for a legitimate reason. During the school year letters of attendance will be sent out in the event a student has missed 38 hours in a month, or 65 hours of instruction for a year. In addition, letters will be sent to students who have been truant from school (absent without any notification) for 30 or more consecutive hours in a week, 42 hours or more hours in a month, of 72 or more hours in a year. The attendance office and administration will work with parents when appropriate to establish meetings to address attendance issues; and when necessary will employ the building's Absence Intervention Team (AIT) to assist students and parents dealing with attendance issues. When parents are aware of special problems concerning their child that are of a continuing nature and are related to patterns of absence, we encourage the parents to inform the high school attendance officer.

Emancipated **eighteen-year-old** students have special privileges to sign in and out of school. The attendance officer and an administrator must approve these students. All regular school rules must be followed.

ABSENCES

EXCUSED

Absence from school may at times be necessary. Below are acceptable reasons to be excused for missing school as prescribed by statues of the State of Ohio and the Wadsworth City Schools.

1. Personal illness (a written physician's statement verifying the illness may be required);
2. Illness in the family necessitating the presence of the child;
3. Quarantine of the home;
4. Death in the family;
5. Necessary work at home due to absence or incapacity of parent(s)/guardian(s);
6. Observation or celebration of a bona fide religious holiday;
7. Out-of- state travel (up to a maximum twenty-four (24) hours per school year that the student's school is open for instruction) to participate in a District-approved enrichment or extracurricular activity;
8. Such good cause as may be acceptable to the Superintendent;
9. Medically necessary leave for a pregnant student in accordance with Policy 5751; and service as a precinct officer at a primary, special or general election in accordance with the program set forth in Policy 5725.

All absences will be counted in the attendance requirement (Excused, Unexcused, and Truant). Included are excused absences, absences for a doctor or dentist appointment, approved vacation days, inclement weather with school in session, and unexcused absences. The only exceptions are days when the student is involved in approved school activities. School activities are those activities in which a student participates as a member of an approved team or group representing the school. Such activities include but are not limited to field trips, sporting events and school-sponsored programs.

UNEXCUSED

The absence will be recorded as unexcused or truant. Each case will be considered on its merits by the principal and the respective teacher(s).

Unexcused absences may include, but not limited to the following:

1. Oversleeping
2. Car trouble
3. Missing the bus
4. Vacation with a parent or guardian without prior notice and approval from administration.
5. Missing class because of Dress Code violation
6. Failure to follow procedures for college visitation days
7. Other absences not listed as excused

When a student's absence(s) from school becomes chronic, a student may be referred to the building Attendance Intervention Team for disciplinary actions may be taken by the school system.

Discipline may include court referral as the parent has a legal obligation to see that the child attends school.

ATTENDANCE (ELIGIBILITY)

To be eligible for extracurricular activities, students need to be present for four full class periods. Basically, this means that students must attend classes until. 10:47 a.m. or be in attendance at the high school by 10:02 a.m. for the rest of the day.

CALLING OFF FROM SCHOOL

Whenever a child is going to be absent, the parents should notify the Attendance Office sometime between **7 a.m. and 9:30 a.m.** each day of the absence so that the reason for absence will be known. The number is (**330) 335-1370 or (330) 335-1371**. The attendance office routinely calls parents/guardians to verify absence(s). The call is only to ensure the location and safety of the student. Without parent contact, a student will be presumed to be unexcused absent from school, and deemed truant if the school receives no notification. If a parent or guardian does not report the absence of a student, and information is not provided regarding a student's absence, it could become a truancy. If it is absolutely impossible for the parent/guardian to call the school, the student will be required to bring a note to school after each absence explaining the reason for the absence or tardiness. When students reach age 18, they are **not permitted** to call themselves off and are **not permitted** to write their own notes.

CLASSROOM ATTENDANCE – CLASS CUTTING

Students are expected to attend classes daily. Teacher passes to go to another classroom, library, or study hall are valid for only ONE (1) period. Failure to report to designated area will count as a truancy. Skipping Class may result in disciplinary action by the administration. Progressive discipline will be used in the event a student does not change their behavior.

COLLEGE VISITATION PROCEDURE

Prior to visiting a college, a student must pick up a college visitation form from the Attendance Office. The form should then be completed and returned to the Attendance Office at least two (2) school days prior to the scheduled visit. This form must be signed by both parent and counselor in order for the student to receive their exemptions. **Permission for college visitations during the month of May, may be granted by the high school principal.**

EARLY DISMISSAL FROM SCHOOL

Any student who must leave school early (before 2:34 p.m.) for appointments must bring a written request signed by parent or guardian to the Attendance Office prior to the start of school, on the day you wish to have early dismissal. This request should state the reason, time of desired dismissal, tentative time of return, and phone number where the parent may be reached. Upon

returning to school, the student must present a verification form that has been filled out and returned to the Attendance Office.

EARLY RELEASE

All early release privileges must be approved by the administration. Any student who receives the early release privilege must have transportation home and **MUST LEAVE SCHOOL PROPERTY AT THE DESIGNATED TIME**, unless approved by an administrator. A student who obtains the early release **MAY NOT COME BACK** to school to ride the bus. Any student who does not follow these guidelines may lose the privilege.
Once in school, students are encouraged to complete the day. **Students must be in attendance four full periods to be eligible for competition**. When you return to school after an absence, follow this procedure:

1. Reported absence – parent contact is made – go directly to class
2. Unreported absence (no call)
    a. Take note to attendance office on the day you return to school between 7:25 to 7:35 a.m. to pick up an admittance slip.
    b. You must have a note within 2 days of return to school. Any student returning to school without a verification of his/her absence will be called to the attendance office. Should a student's absence be classified as truant, that student maybe subject to the Absence Intervention Team, and possible intervention action, as well as discipline from the administration.

LEAVING THE BUILDING

Wadsworth High School is a "closed campus." Students entering the building prior to 7:35 may do so through the main entrance door (Door 1) and the bus entry door at the end of the 1100 hallway (Door 6). Students leaving the campus prior to 2:34 must exit through the attendance office and the main entrance door (Door 1). Students having valid reasons to be excused during school hours must bring a note from a parent or guardian to the attendance office before the start of school.

The request must include the following information:

1. Student name and grade
2. Reason for request to be excused
3. Dismissal times and time of return (if applicable)
4. Parent's or guardian's signature and telephone numbers

(Following approval to leave during school hours, a high school student will be issued an exit pass. This pass permits a student to leave class and the building at the time specified. During school hours all students leaving WHS must have a pass.)

When you return to the building, you must check in at the Attendance Office and receive an admit slip. You may not leave the building for any reason without permission from the Attendance Office or an Administrator. Again, all students must exit and enter the building

during the school day (7:35 to 2:34) through the main entrance (Door 1). Any student leaving the building without this permission will be considered truant. Excuses received after a student has left the building will not be accepted.

MAKE-UP WORK--HOMEWORK POLICY FOR EXCUSED AND UNEXCUSED ABSENCES

1. For absences (both excused and unexcused), it is the responsibility of each student with either absence upon their return to school to immediately make arrangements with his/her teacher(s) to make up the work, and assignments that have been missed. The length of time for completion of make-up work shall be commensurate with the length of the absence.
2. A student will be given one day to make up work for each day missed. Scheduling of make-up work is at the teacher's discretion. If the work is not made up, zeros can be given. Whenever students are not required to make up work for excused or unexcused absences they are NOT GIVEN ZEROS or other penalties for the missed work. The grades computed for the nine weeks can only reflect the work completed.
3. Please contact the School Counselor office (on the third day of absence) with any questions or concerns regarding make-up work or homework policy for prolonged absences of five (5) days or more. School Counselors will request assignments from teachers and teachers will have twenty-four (24) hours to respond.

PERFECT ATTENDANCE

Students who have perfect attendance for all four years of high school will receive an award on Student Recognition Day. Perfect attendance will be awarded to those students who have no recorded absences and/or tardies. This includes absences of any length of time, and those absences/tardies that are excused and/or unexcused.

TARDINESS TO CLASS

Recommended Progressive Discipline Procedure for Tardiness to Class:

1st Tardy	Warning
2nd Tardy	Warning
3rd Tardy	Teacher assigned detention (20 minutes). Teacher contact with parent/guardian by phone
4th Tardy	Office referral – 30 minute detention
5th Tardy	Office referral –Saturday Detention
6th Tardy	In School Detention (1-3 days)

Beyond six (6) tardies the administration will consider additional consequences, which may include Out-of-School Suspension and/or loss of credit for class or classes affected by tardiness.

TARDINESS TO SCHOOL

The Attendance Office will keep a record of each student's tardiness to school. The school will take action for all unexcused tardies (see below). Students who are tardy three (3) or more times in a school year may be subject to disciplinary action that may range from a warning to out of school suspension and the possibility of recommendation for expulsion.
Students who are late to school will not be counted as tardy if they were appearing at court, or had a doctor or dental appointment that could not be scheduled outside of school hours. **HOWEVER**, a statement from the court, doctor's or dentist's office is required when the student returns to school. **Students may lose their driving privileges and have their permit revoked when tardies become excessive. This includes issues that involve tardies due to car trouble or for abusing their driving privilege.**

Students who come to school later than their normal starting time will be required to sign in at the attendance office. You are considered tardy to school if you are not in your assigned class when the late bell rings. Any student who fails to sign in may be considered **truant** or unexcused.

Penalties –Late to school tardies

1st Tardy	Warning
2nd Tardy	Warning
3rd Tardy	Thursday Detention, After school, detention for one hour.
4th Tardy	Warning toward 5th tardy, recorded. (Parent/Guardian is called by Attendance Officer)
5th Tardy	Saturday School Detention for 1 hour. (Parent/Guardian is called by Attendance Officer).
6th Tardy	Saturday School Detention for 2 hours. (Parent/Guardian is called by Administrator).
~~7th Tardy~~	~~In-School Detention or Loss of Driving Privileges (3 weeks) if student drives to school.~~
7th Tardy	In School Detention, Multiple Saturday Detention, Loss of Driving Privileges (1-3 weeks) if student drives to school.
~~8th Tardy~~	~~2 Days In-School Detention or Loss of Driving Privileges (till end of semester, minimum of 6 weeks) if student drives to school.~~
8th Tardy	2 Days In School Detention, Multiple Saturday Detentions, or Loss of Driving Privileges (till end of semester, minimum of 6 weeks) if student drives to school.
~~9th Tardy~~	~~3 Days In-School Detention or Loss of Driving Privileges for the remainder of the school year, if student drives to school.~~
9th Tardy	3 Days In School Detention, Multiple Saturday Detentions, Loss of Driving Privileges for the school year if the student drives to school.
10th Tardy	Out-of-School Suspension with a possible Court Referral.

TRUANCY

Truancy will not be tolerated by the Wadsworth City School District. When a student is absent from school without a legitimate excuse or notification by parent / guardian, it constitutes truancy. A student with this type of absence will receive appropriate school (disciplinary) action in accordance with the student code of conduct. The parent has a legal obligation to see that the child attends school. A student will be considered habitually truant if the student is absent without a legitimate excuse for thirty (30) or more consecutive hours, forty-two (42) or more hours in one (1) school month, or for seventy-two (72) or more hours in one (1) school year. Whenever any student of compulsory school age has sixty (60) consecutive hours in a single month or a total of ninety (90) hours of unexcused absence from school during the school year, s/he will be considered habitually absent.

TRUANCY (RECOMMENDED DISCIPLINARY PROCEDURE)	
1st Truancy	2 Hour Thursday Detention (1) day.
2nd Truancy	Saturday School Detention, (1) day.
~~3rd Truancy~~	~~Saturday School / In-School Detention (2) days and meeting with parent/guardian. Referral to Attendance Intervention Team.~~
3rd Truancy	Saturday School (2 days) / In School Detention (2) days and meeting with parent / guardian. Referral to Attendance Intervention Team.
~~4th Truancy~~	~~Saturday School / In-School Detention, 3 days, meeting with parent/ guardian, Attendance Intervention Team.~~
4th Truancy	Saturday School (3 days) / In-School Detention, 3 days, meeting with parent/ guardian, Attendance Intervention Team.

If excessive truancy continues to exist, students may be referred to the Medina Juvenile Judge (or designee).

Discipline may include court referral as the parent has a legal obligation to see that the child attends school.

VACATION

Students are permitted to go on vacation during the school year without penalty (except the week ending each semester and End of Course Testing Weeks). The purpose of this administrative guideline is to accommodate parents who must take their vacations during the school year and the

desire to enjoy that time as a family. Whenever a proposed absence-for-vacation is requested, parents must discuss it with the principal. The length of absence should be made clear, and those involved should have an opportunity to express their views on the potential effects of the absence. The District will only approve a student's absence for a vacation when s/he will be in the company of his/her own parent or other family relatives but not other students' parents, unless there are extenuating circumstances deemed appropriate by the principal.

If a student is absent for any other type of vacation, s/he will be considered an unexcused absent from school. The student may be given approximate assignments and materials and pages to be completed. The time missed will be counted as an authorized, unexcused absence, but shall not be a factor in determining grades unless make-up work is not completed.

In order for the vacation to be excused prior to the vacation, parents / guardians must notify the building administration before leaving on vacation to receive approval.

CAREER TECH STUDENTS

All vocational students who attend compact schools must either ride the bus or complete the driving permission form signed by their parent/guardian. Students who do not have a signed driving permission form must ride the Compact Bus. All students must sign an attendance roster daily upon arrival. When the home school and the compact schools are on different schedules due to varying vacation periods, the vocational students will be expected to attend all classes that are in session.

Wadsworth students who attend classes at Wadsworth High School as well as classes at other compact schools must follow the attendance procedures of both schools.

SECTION II – DISCIPLINE

STUDENT CONDUCT

Good conduct is based on the respect and consideration of the rights of others. Students will be expected to conduct themselves in such a way that the rights of others are not violated. Students of the Wadsworth City School District will conform to school regulations and accept directions from authorized school personnel. A student who fails to comply with established school rules, or with any reasonable request made by school personnel on school property and/or at school-related events will be dealt with according to approved student discipline regulations.

Every student who gives evidence of a sincere desire to remain in school and to be diligent in his or her studies will be given every opportunity to profit by the educational experiences provided and will be assisted in every way possible to achieve scholastic success.

1. Students shall respect constituted authority. This shall include conformity to school rules, and regulations and those provisions of law, which apply to the conduct of students. Constituted authority includes any adult connected with the school; whether it is administrators, teachers, monitors, custodians, secretaries, cooks, or bus drivers.
2. Student conduct shall reflect consideration for the rights and privileges of others.
3. High personal standards of courtesy, dress, decency, morality, clean language, honesty, integrity, and wholesome relationship with others shall be maintained. Public display of affection is distasteful to some people and generally unacceptable. Students using poor judgment in this matter will be referred to a counselor. Parents will be notified if the conduct continues. Respect for real and personal property, pride in one's work, and achievement in one's ability shall be expected of all students.
4. Wadsworth High School is your school; therefore, you should have a certain pride of ownership. The students who follow you in the future will appreciate your care and courtesy. Waste paper and other trash belong in the wastebaskets—not in your desk, locker, or on the floor. A special effort must be made to keep all woodwork, walls, lockers, and desks free from unsightly marks. Persons who cause damage to school property will be required to pay for the damage.

DRESS CODE/STUDENT APPEARANCE

All teachers will assist in enforcing the Minimum Standards of Dress as adopted by the Board of Education Policies and Administrative Guidelines. Students are expected to keep themselves well-groomed and neatly dressed at all times. Any form of dress or hairstyle, which is considered contrary to good hygiene, or which is destructive or disruptive in appearance and/or detrimental to the routine operation of the school, will not be permitted.

~~This includes, but is not limited to clothing that is ripped or torn (shirts or pants) that are deemed unacceptable by the administration~~; Student attire changes are Clothing that is severely torn, shredded, or frayed, may not be permitted during the regular school day. Pants that are worn below the waist (low hanging). See-through or mesh garments, pajama pants, tube tops, tank tops, hats, sun glasses, slippers, outer coats, bandannas/head coverings worn by male or female students, gang apparel, or other similar items of clothing are not permitted. Shirts promoting alcoholic beverages or tobacco products or drugs; and those with obscene or sexually explicit or other offensive printing on them will not be permitted. Cut off sleeves are not permitted. Shorts must easily reach mid-thigh length. Midriff must be covered at all times**.** Shirts/blouses/tops must be long enough that they can be tucked in at the waist. Skirts must be mid-thigh length or longer and must meet other conventional standards of dress. Pants with holes that are above mid-thigh length, or are tight fitting will not be allowed. Lastly, shoes must be worn throughout the day. Face painting is not permitted during the school day.

At WHS, we take a great deal of pride in allowing our students to make personal choices on what they wear, but we do have some items that we continue to ask our students to address when selecting from their wardrobe for school.

Our point of emphasis is not to ban any item in particular, but to make sure that our young ladies and men consider modesty, reduce distractions to our educational environment, and maintain our expectation for school dress code. ***Final determination of appropriate school attire rests with the school administration.***

SPECIAL ITEMS OF ATTENTION

Hats or other head coverings are to be removed by the 7:35 tardy bell. Hats and head coverings should be left in the student's locker, or shop area if deemed necessary for their class. Failure to comply will result in hats being confiscated. Any form **of body piercing** which is contrary to good hygiene or which is destructive or disruptive in appearance and is detrimental to one's health or the operation of the school will not be permitted.

Dress Code rules may be temporarily suspended for special events (fad day, field day, parties, etc.) when approved by the Administration. Disciplinary action may result if the above standards are not followed. Dress Code violations will get immediate attention. The student's parents will be notified and the student sent home to correct the infraction, if the parent cannot bring a change of clothing to school. The time missed will be unexcused. Students may be sent immediately to In-School Detention if parents cannot be reached. It is realized that the effectiveness of the

minimum standards of dress can only be achieved through joint cooperation from students, faculty, administration, and parents.

PROTECTIVE CLOTHING

In the best interest of our students, safety standards and procedures will be closely adhered to. Students will be required to wear the appropriate protective devices, i.e., including safety glasses, lab aprons, safety shoes, or hard hats.

Some programs will require that you wear protective clothing appropriate to those areas while in the laboratory or shop. This may take the form of uniforms in some areas and/or protective shoes in other areas. All technical and industrial shops require leather shoes to be worn at all times while in the laboratory. You are expected to follow all safety procedures your instructor and the school may require.

STUDENT CODE OF DISCIPLINE

The policy of the Wadsworth City School District Board of Education is to have zero tolerance for violent, disruptive, or inappropriate behavior, including attendance issues. The Board believes that discipline in the school provides each student with the most favorable atmosphere for learning. It recognizes that the incorporation of limits and controls by individual students is an important part of the learning process. It believes that limits on the individual are necessary for the orderly function of any society. Rules and regulations are necessary for the orderly function of an orderly and safe school environment that is conducive to teaching and learning.

It is considered a fundamental understanding by each student and his/her parents that any teacher, staff member, or school official has not only the right, but the duty, to insist on good behavior. The right of discipline extends to all areas of the school program. **Ultimately, however, the conduct of a student is the legal responsibility of his/her parents or guardians**. One of the most important lessons education should teach is discipline. While it does not appear as a subject, it underlies the entire education structure. It is the training that develops self-control, character, orderliness, and efficiency. It is the key to good conduct and proper consideration for other people.

PROGRESSIVE DISCIPLINARY CONSEQUENCES

TEACHER DEMERITS: Students may be assigned a demerit by a teacher for violations of the Wadsworth High School Code of Conduct. Consequences will be given based upon the following:

Number of Demerit:	Disciplinary Consequence:
3, 4 or 5	Half hour detention
6, 7 or 8	One (1) hour detention
9 or 10	Two (2) hour detention
11 and beyond	Saturday detention or in-school detention

Demerits are cumulative throughout the school year. The detentions issued for demerits are served in the manner described below, under the headings "Half Hour/One Hour/Two Hour Detention, In-School Detention and Saturday Detention."

TEACHER DETENTION: Students may be assigned detention by a teacher. The length, time and place of the detention will be at the discretion of the teacher. ***Twenty-four (24) hour notice will be given***. Students are responsible to arrange their own way home.

MORNING DETENTIONS: Students assigned morning detentions will serve in a designated area from 7:00 to 7:30 AM. Students will be given a 24-hour notice to provide their own transportation.

LUNCH DETENTION: Students may be assigned a detention for misbehavior in study halls, being tardy to school, or for other minor disciplinary infractions. This detention is served in the In-School Detention room during the student's lunch period. Students may receive 24 hour notice and will eat a sack lunch. Students may purchase a sack lunch or pack their own.

HALF HOUR/ ONE HOUR / TWO HOUR DETENTION: Students may be assigned a detention for misbehavior in study halls, being tardy to school, or for other minor disciplinary infractions. This detention is served after school. Students are responsible to arrange their own way home.

IN-SCHOOL DETENTION: is defined as a removal of the student, for a period of at least one (1), but not more than ten (10) consecutive days, from his/her regularly scheduled classes. Before a student is placed on in-school detention, the student shall be given written notice of the intention to impose in-school detention and the reasons for the intended in-school detention. The In-School Detention may be extended to 4:30 PM based on performance while serving the in-school detention and/or failure to accept discipline.

SATURDAY DETENTION:
WHS maintains a Saturday School program and it consists of two levels that are listed below. Saturday School meets at 8:00 am and on any given Saturday would be no less than 1 hour in length and no longer than 4 hours. Students will be required to bring school work and will be expected to stay on task for the duration of the Saturday School. Before a student is placed in Saturday Detention, the student will be given written notice of the intention to impose Saturday Detention. Failure to serve an assigned Saturday Detention may result in additional detention.

SATURDAY ALTERNATIVE TO OUT OF SCHOOL SUSPENSION(SAS): SAS will meet promptly at 8:00am and can be assigned for 1-4 hours. SAS may be used as an Alternative to Out of School Suspension at the discretion of administration, if deemed appropriate. Before a student is placed in SAS, the student will be given written notice of the intention to impose SAS. Failure to serve an assigned SAS will result in the assignment of an Out of School Suspension the next day that school is in session.

Failure to attend scheduled detentions will result in a Thursday Discipline, In-School Detention or Out-Of-School Suspension. Students are required to bring study materials with which to work quietly.

CODE OF STUDENT SUSPENSIONS, EXPULSION AND REMOVAL

Board Policy 5610 - **REMOVAL, SUSPENSION, EXPULSION, AND PERMANENT EXCLUSION OF STUDENTS**

The Board of Education recognizes that exclusion from the educational program of the schools, whether by emergency removal, out- of-school suspension, expulsion, or permanent exclusion, is the most severe sanction that can be imposed on a student in this District, and one that cannot be imposed without due process. However, the Board has zero tolerance of violent, disruptive or inappropriate behavior by its students.

No student is to be removed, suspended out-of-school, expelled and/or permanently excluded unless his/her behavior represents misconduct as specified in the Student Code of Conduct/Student Discipline Code approved by the Board. The Code shall also specify the procedures to be followed by school officials when implementing such discipline. In addition to the procedural safeguards and definitions set forth in this policy and the student/parent handbook, additional procedures and considerations shall apply to students identified as disabled under the IDEA, ADA, and/or Section 504 of the Rehabilitation Act of 1973. (See Policy 5605 "Suspension/Expulsion of Disabled Students.")

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 that have occurred on property owned or controlled by the Board, or conduct that, regardless of where it occurs, is directed at a District official or employee, or the property of such official or employee.

For purposes of this policy and the Student Code of Conduct/Student Discipline Code, the following shall apply:

A. "Emergency removal" shall be the exclusion of a student who poses a continuing danger to District property or persons in the District or whose behavior presents an on-going threat of disrupting the educational process provided by the District. (See Policy 5610.03 "Emergency Removal")

B. "Suspension" shall be the temporary exclusion of a student by the Superintendent, principal, assistant principal, or any other administrator from the District's instructional program for a period not to exceed ten (10) school days. Suspension shall not extend beyond the current school year, if at the time a suspension is imposed, fewer than ten (10) days remain in the school year.

   The Superintendent may instead require a student to participate in a community service program or another alternative consequence for a number of hours equal to the remaining part of the period of the suspension. The student shall be required to begin such community service program or alternative consequence during the first full week day of summer break.

   The Superintendent may develop a list of appropriate alternative consequences, and set forth such list in the applicable guidelines.

   In the event, the student fails to complete the required community service or the assigned alternative consequence, the Superintendent may determine the next course of action. Such course of action, however, shall not include requiring the student to serve the remaining time of the suspension at the beginning of the following year.

   The procedures for suspension are set forth in the Student Code of Conduct/Student Discipline Code and Policy 5611 - Due Process Rights.

   Students are permitted to make up all work missed during a suspension for full credit.

C. "Expulsion" shall be the exclusion of a student from the schools of this District for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in a semester or term in which the incident that gives rise to the expulsion takes place or for one (1) year as specifically provided in this policy and the Student Code of Conduct/Student Discipline Code. Only the Superintendent may expel a student. The procedures for expulsion are set forth in the Student Code of Conduct/Student Discipline Code and Board Policy 5611 "Due Process Rights".

   1. **Firearm or Knife**

      Unless a student is permanently excluded from school, the Superintendent shall expel a student from school for a period of one (1) year for bringing a firearm or knife capable of causing serious bodily injury to a school building or on to any other property (including a school vehicle) owned, controlled, or operated by the Board, to an interscholastic competition, an extra-curricular event, or to any other school program or activity that is not located in a school or on property that is owned or controlled by the Board, except that the Superintendent may reduce this period on a case-by-case basis in accordance with this policy. Similarly, the Superintendent shall expel a student from school for a period of one (1) year for possessing a firearm or knife capable of causing serious bodily injury at school or on any other

property (including a school vehicle) owned, controlled, or operated by the Board, at interscholastic competition, an extra-curricular event, or at any other school program or activity that is not located in a school or on property that is owned or controlled by the Board, except the Superintendent may reduce this period on a case-by-case basis in accordance with this policy. The expulsion may extend, as necessary, into the school year following the school year in which the incident that gives rise to the expulsion takes place. The Superintendent shall refer any student expelled for bringing a firearm (as defined in 18 U.S.C. 921(a)(3)) or weapon to school to the criminal justice or juvenile delinquency system serving the District.

A firearm is defined as any weapon, including a starter gun, which 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 silencer, or any destructive device. A destructive device, includes, but is not limited to any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than four (4) ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or other similar device.

A knife capable of causing serious bodily injury is defined as any weapon or cutting instrument consisting of a blade fastened to a handle; a razor blade; or any similar device (including sharp, metal martial arts weapons such as ninja throwing stars) that is used for, or is readily capable of, causing death or serious bodily injury.

The Superintendent may, in his/her sole judgment and discretion, modify or reduce such expulsion in writing, to a period of less than one(1) year, on a case-by-case basis, upon consideration of the following:

a. Applicable State or Federal laws and regulations relating to students with disabilities (for example, where the incident involves a student with a disability and the

b. misconduct is determined by a group of persons knowledgeable about the child to be a manifestation of the student’s disability);

c. The degree of culpability given the age of the student and its relevance to the misconduct and/or punishment and/or evidence regarding the probable danger posed to the health and safety of others, including evidence of the student’s intent and awareness regarding possession of the firearm or knife capable of causing serious bodily injury and/or

d. The academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.

2. **Violent Conduct**

If a student commits an act at school, on other school property, at an interscholastic competition, extra-curricular event, or any other school program or activity and the act:

a. would be a criminal offense if committed by an adult;

and

b. results in serious physical harm to person(s) as defined in R.C. 2901.01(A)(5), or to property as defined in R.C. 2901.01(A)(6)

the Superintendent may expel the student for a period of up to one (1) year. The Superintendent may extend the expulsion into the next school year or reduce the expulsion as necessary on a case-by-case basis as specified below. The student need not be prosecuted or convicted of any criminal act to be expelled under this provision.

The Superintendent may, in his/her sole judgment and discretion, reduce such expulsion to a period of less than one (1) year, on a case-by-case basis, upon consideration of the following:

a. Applicable State or Federal laws and regulations relating to students with disabilities (for example, where the incident involves a student with a disability and the misconduct is determined by a group of persons knowledgeable about the child to be a manifestation of the student's disability);

Or

b. Other extenuating circumstances, including, but not limited to, the academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.

If at the time of the expulsion, there are fewer days remaining in the school year than the number of days of the expulsion, the Superintendent may apply any or all of the remaining period to the following school year.

3. **Bomb Threats**

If a student makes a bomb threat to a school building or to any premises at which a school activity is occurring at the time of the threat, the Superintendent may expel the student for a period of up to one (1) year. The Superintendent may extend the expulsion into the next school year or reduce the expulsion as necessary on a case-by-case basis as specified below. The student need not be prosecuted or convicted of any criminal act to be expelled under this provision.

The Superintendent may, in his/her sole judgment and discretion, reduce such expulsion to a period of less than one (1) year, on a case-by-case basis, for the following reasons:

a. for students identified as disabled under the IDEA, ADA, and Section 504 of the Rehabilitation Act of 1973, upon recommendation from the group of persons knowledgeable of the student's educational needs;

Or

b. Other extenuating circumstances, including, but not limited to, the academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.

If at the time of the expulsion, there are fewer days remaining in the school year than the number of days of the expulsion, the Superintendent may apply any or all of the remaining period to the following school year.

D. "Permanent exclusion" shall mean the student is banned forever from attending a public school in the State of Ohio. (See Policy 5610.01)
If a student is expelled for more than twenty (20) school days or for any period of time that extends into the next school year, the Superintendent shall provide the student and his/her parents with the names, addresses, and telephone numbers of those public or private agencies in the community which offer programs or services that help to rectify the student's behaviors and attitudes that contributed to the incident(s) that caused the expulsion.

If the Superintendent determines that a student's behavior on a school vehicle violates school rules, s/he may suspend the student from school bus-riding privileges for the length of time deemed appropriate for the violation and remediation of the behavior. Any such suspension must comply with due process and the Student Code of Conduct/Student Discipline Code.

The Board authorizes the Superintendent to provide for options to suspension/expulsion of a student from school which may include alternative educational options.

The Superintendent shall initiate expulsion proceedings against a student who has committed an act that warrants expulsion under Board policy even if the student withdraws from school prior to the hearing or decision to impose the expulsion. The expulsion must be imposed for the same duration it would have been had the student remained enrolled.

The Board may temporarily deny admittance to any student who has been expelled from the schools of another Ohio district or an out-of-state district, if the student's expulsion period set by the other district has not expired. The expelled student shall first be offered an opportunity for a hearing. This provision also applies to a student who is the subject of a power of attorney designating the child's grandparent as the attorney-in-fact or caretaker authorization affidavit executed by the child's grandparent and is seeking admittance into the schools of this District in accordance with Policy 5111.

The Board may temporarily deny admittance to any student who has been suspended from the schools of another Ohio district, if the student's suspension period set by the other district has not expired. The suspended student shall first be offered an opportunity for a hearing before the Board.

When a student is expelled from this District, the Superintendent shall send written notice to any college in which the expelled student is enrolled under Postsecondary Enrollment Options at the time the expulsion is imposed. The written notice shall indicate the date the expulsion is scheduled to expire.

If the expulsion is extended, the Superintendent shall notify the college of the extension.

The Superintendent may require a student to perform community service in conjunction with or in place of a suspension or expulsion. The Board may adopt guidelines to permit the Superintendent to impose a community service requirement beyond the end of the school year in lieu of applying the expulsion into the following school year.

SEARCHES

In accordance with Policy 5771, school officials may search a student or a student's property when there are reasonable grounds to suspect the presence of contraband that violates the law or school rules. Dogs trained in the detection of illegal drugs and/or weapons may patrol school facilities and premises. A dog altering to an object is considered reasonable grounds for a search. Vehicles on school property are also subject to search. Student lockers are the property of the Board and are subject to search based on reasonable suspicion of the violation of the law or school rules and to random searches without regard to reasonable suspicion.

TIMES AND PLACES APPLICABLE

Unless otherwise noted in the individual section, this code shall be applicable to any conduct: on school grounds or property adjacent to school grounds; during, before and after school hours, on school grounds at any other time when the school or the school grounds are being used by a school-related group; off school grounds at a school-sponsored activity, function or event; on a school bus or conveyance; or at any other time when the student is subject to the authority of the school. The rules and standards also apply to conduct off school premises which is connected to activities or incidents that have occurred on school property. The rules and standards also apply to any misconduct, regardless of where it occurs, that is directed at a District employee or official or the property of such employee or official.

SUBSTANTIVE PROVISIONS

Misconduct for which suspension/expulsion may be imposed:

A. Tobacco: students shall not possess, use, transmit, conceal or sell cigarettes or tobacco. State law prohibits students from smoking in any school building. This includes possession or the use of matches and/or lighters. No warning will be given for smoking violations. A student is considered smoking when seen with a cigarette, leaving a discarded one or any other evidence indicating smoking.

B. Dress and Appearance: Students shall not violate school rules relating to dress and appearance. Students shall attend school dressed in a manner which is clean, not hazardous to their safety or the safety of others, and which does not distract from the educational environment.

C. Truancy, Tardiness or Class Cutting: Students shall not be absent from all or any portion of the regularly scheduled classes or other mandatory activities without school authorization and parental consent. A student is considered tardy to first period if s/he is not in his/her assigned seat when the late bell rings.

D. Profane, Vulgar or Improper Language or Gestures: Students shall not speak or write profane, vulgar, derogatory, demeaning or other improper or inappropriate language, or use profane, vulgar or other improper inappropriate gestures or signs or engage or attempt to engage in profane, vulgar or other improper or inappropriate actions. Student attire containing profanity or obscenity is prohibited.

E. Insubordination (also referred to as Failure to Comply with Directives): This is defined as failing to follow the directives of school personnel or otherwise acting in defiance of school authority. Students shall comply with directives, requests and orders of teachers, student teachers, substitute teachers or other appropriate school personnel.

F. Failure to Accept Discipline or Punishment: Students shall not refuse to accept discipline or punishment from teachers, student teachers, substitute teachers, educational aides, bus drivers, principals or other appropriate school personnel.

G. Harassment, Hazing and/or Sexual Harassment: Students shall not threaten, act or participate in or attempt to threaten, act or participate in an act or acts that injures, degrades, disgraces or tends to injure, degrade or disgrace any student. This includes any unwanted sexual advances which may be verbal, visual or physical contact.

H. Violations of School Bus Conduct Requirement: Students shall not act or participate in any act or acts or attempt to act or participate in any act which poses or tends to pose a danger to the safe operation of a school bus or conveyance, including, but not limited to, failing to remain seated, throwing objects as passengers, the driver or out of the window, extending arms or objects out of the window, shouting and other disorderly conduct which could cause physical harm, emotional stress or diversion of the driver's attention.

I. Disrespect: Students shall not act so as to intimidate, insult or otherwise abuse, orally or in writing, any member of the school staff or student body.

J. Disruption of School: Students shall not by use of violence, force, noise, coercion, threat, harassment, intimidation, fear, passive resistance or any other conduct, cause, attempt or threaten to cause the disruption or obstruction of any lawful mission, process, activity or function of the school. Students shall not urge other students to engage in such conduct for the purpose of causing, attempting or threatening to cause the disruption or obstruction of any lawful mission, process, activity or function of the school. While this list is not intended to be all-inclusive, the following acts illustrate the kinds of misconduct prohibited by this rule:

    1. occupying any school building, school grounds or part thereof;

    2. blocking the entrance or exit of a school building or corridor or room therein;

    3. setting fire or attempting to set fire to or damaging or attempting to damage or defacing or attempting to deface any school building or property;

    4. making, by telephone call, letter or other means, a threat to damage or destroy any school property or to disrupt any school-sponsored or related activity, function or event on or off school grounds. Any bomb threat to a school building, or to any premises at which a school activity is occurring will subject the offender to a one-year (1) expulsion;

    5. activating or attempting to activate an emergency alarm system in the absence of an emergency;

6. preventing or attempting to prevent by physical act or verbal utterance the convening or continuing function of any school, class or activity or any lawful meeting or assembly on or off the school property;

7. preventing or attempting to prevent students from attending a class or any school-sponsored or related activity or event;

8. except under the direct instruction of the principal or other authorized school personnel, blocking pedestrian or vehicular traffic on school property or at the site of any school-sponsored activity or event; or

9. continuously making noise or acting in a manner so as to interfere with a teacher's ability to conduct a class or an extracurricular activity.

K. Damage, Destruction, Theft or Unauthorized Removal of School Property: Students shall not cause or attempt to cause damage to school property or steal or attempt to steal school property or engage in or attempt to engage in or participate or attempt to participate in the unauthorized removal of school property.

L. Damage, Destruction, Theft, or Unauthorized Removal of Private Property: Students shall not cause or attempt to cause damage to private property of students, teachers, school personnel or other persons or steal or attempt to steal private property or engage or attempt to engage in or participate or attempt to participate in the unauthorized removal of private property.

M. Physical or Verbal Assault on or Abusive Language Toward a School Employee, Authorized Visitor or Another Student: Intentionally or recklessly causing or threatening physical or emotional harm to another student or behaving in such a manner as to present an imminent risk of such harm. Students shall not use vulgar, profane or abusive gesture toward any school employee, authorized school visitor or another student, not cause or attempt to cause physical injury, or behave in such a way as could threaten to cause physical injury to a school employee, authorized school visitor or another student.

N. Weapons, Dangerous Instruments, Fireworks and Explosives: Students shall not violate this District's policy against dangerous weapons in school Policy 5772. Students shall not use, possess, handle, transmit, sell, conceal or barter for, or bring upon school grounds, to a school activity or on to a school vehicle any object that can be classified as a weapon or dangerous instrument. Weapons and dangerous instruments shall include any object which is used or may be used to inflict physical harm or property damage or to threaten to inflict such harm or damage. Items that have the appearance of a weapon or dangerous instrument are also prohibited.

Students shall not possess, handle, transmit, conceal, sell or barter for, or bring upon school grounds, to a school activity or on to a school vehicle any fireworks, explosives, inflammables, munitions or other objects that could cause physical harm or property

damage. Students shall not ignite, explode, detonate or attempt to ignite, explode or detonate fireworks, explosions, munitions, inflammables or other objects that could cause physical harm or property damage.

Violations of this section of the Student Code of Conduct may be subject to a one-year (1) or more expulsion as detailed in policy 5772. Violations of this section will also result in notification to the registrar of motor vehicles and the county juvenile judge.

~~O. Narcotics, Alcoholic Beverages, Look-Alike Drugs and Stimulant or Depressant Drugs:~~

1. ~~Students shall not possess, use, transmit, sell, conceal, or consume any alcoholic beverage or intoxicant or any of the drugs of abuse while on school property and/or involved in school activities. Likewise, students shall not consume or have discernible odor of any alcoholic beverages or intoxicant or drug of abuse at a time before the student's arrival at school or a school-sponsored or related event or activity. Examples of drugs of abuse include, but are not limited to, narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, glue, butane, cocaine, non-medically prescribed anabolic steroids or other substances that could modify behavior.~~

   ~~Where a student is found to have violated this paragraph by using or consuming unauthorized drugs, drugs of abuse or intoxicants, s/he may be required to submit a letter from a psychiatrist or physician stating that the student is physically and mentally able to resume his/her studies prior to his/her reentry on the school premises or participation in school-related activities.~~

   ~~Use of drugs as authorized by a medical prescription from a licensed physician shall not be considered in violation of this rule provided proper documentation has been completed and filed with the school office. However, selling, transferring or otherwise providing prescription drugs to a student to whom the drugs are not prescribed is a violation of this rule.~~

2. ~~Students shall not possess, use, transmit, sell, consume or conceal any drug or look-alike drugs of abuse, instruments or drug paraphernalia (i.e., hypodermic needle, syringe, water pipe, roach clip, etc.).~~

3. ~~Students who are knowingly in the presence of other students who are engaging in substance abuse and who fail~~

4. ~~to report such substance abuse to school authorities may also be in violation of this policy forbidding alcohol and drug use.~~

5. ~~Violations of this section may also result in notification to the registrar of motor vehicles and the county juvenile judge.~~

O. Narcotics, Alcoholic Beverages, Look-Alike Drugs and Stimulant or Depressant Drugs:

1. Students shall not possess, use, transmit, sell, conceal, or consume any alcoholic beverage or intoxicant or any of the drugs of abuse while on school property and/or involved in school activities. Likewise, students shall not consume or have discernible odor of any alcoholic beverages or intoxicant or drug of abuse at a time before the student's arrival at school or a school-sponsored or related event or activity. Examples of drugs of abuse include, but are not limited to, narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, hemp and hemp products, glue, butane, cocaine, non-medically prescribed anabolic steroids or other substances that could modify behavior.

   Where a student is found to have violated this paragraph by using or consuming unauthorized drugs, drugs of abuse or intoxicants, s/he may be required to submit a letter from a psychiatrist or physician stating that the student is physically and mentally able to resume his/her studies prior to his/her reentry on the school premises or participation in school-related activities.

   Use of drugs as authorized by a medical prescription from a licensed physician shall not be considered in violation of this rule provided proper documentation has been completed and filed with the school office. However, selling, transferring or otherwise providing prescription drugs to a student to whom the drugs are not prescribed is a violation of this rule.

2. Students shall not possess, use, transmit, sell, consume or conceal any drug or look-alike drugs of abuse, instruments or drug paraphernalia (i.e., hypodermic needle, syringe, water pipe, roach clip, etc.).

3. Students who are knowingly in the presence of other students who are engaging in substance abuse and who fail to report such substance abuse to school authorities may also be in violation of this policy forbidding alcohol and drug use.

4. Violations of this section may also result in notification to the registrar of motor vehicles and the county juvenile judge.

P. Trespass:

   1. Students shall not enter upon school grounds or premises of a school building to which the students are not assigned during or after school hours except with the express permission of the school principal of that building or to attend or participate in a school-sponsored event in which their regularly assigned school is involved or where students from their regularly assigned school have been invited to attend or participate.

2. Students already under suspension, expulsion or emergency removal shall not enter upon grounds or premises of the students regularly assigned or other school buildings without the express permission of the principal.

Q. Misconduct Away From School: Students who sell or transmit any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, cocaine, marijuana or other controlled substance or drug of abuse off school property or at a non-school-sponsored or related activity, function or event, or on school property before or after school, may in accordance with the procedures set forth in R.C. 3313.66, be subject to suspension or expulsion from school if the Superintendent determines that the student's continued presence in the school is reasonably certain to disrupt or interfere with the educational process or endanger the health or safety of the students or others.

   Students who engage in an assault upon a school employee or other student off school property, at a non-school-sponsored or related activity, function or event, or on school property before or after school hours may, in accordance with the procedures set forth in R.C. 3313.66, be subject to suspension or expulsion from school if it is determined that the student's continued presence in the school is reasonably certain to disrupt or interfere with the educational process or endanger the health or safety of the students or others.

R. Falsification or Misstatement of Facts or Other Information: Students shall not forge the writing of another or falsely use the name of another person or falsify times, dates, grades, addresses or other data on school forms or school-related correspondence. Cheating and/or plagiarism on school assignments is considered fraud. Lying is considered fraud.

S. Gambling: Students shall not engage in or promote games of chance, placing bets or risk anything of value.

T. Obtaining Property or Things of Value by Use of Coercion and Related Misconduct: Students shall not use or attempt to use an express or implied threat, violence, harassment, coercion or intimidation to obtain money or any other type of property belonging to another student, a school employee or others.

U. Public Display of Affection or Sexual Acts: Students shall not engage in kissing, embracing or any sexual acts or displays not appropriate to the educational environment.

V. Repeated Violations: Students who repeatedly engage in acts which violate this code shall be subject to more severe punishment, including suspension or expulsion, for subsequent violations. The District shall be entitled to maintain records of each student's misconduct and consider such records in arriving at the type and severity of punishment to be imposed for a violation of this code.

W. Violation of Rules: Students shall not violate the policies of the Board, school rules, classroom rules or regulations. Such policies and rules and regulations will be posted in a conspicuous place. Students are responsible for becoming familiar with those items.

X. Personal Communication Devices: Students are not permitted to use personal communication devices in a manner contrary to Wadsworth City School District Policy 5136: Personal Communication Devices. Personal communication devices include: computers, tablets (e.g., iPads and similar devices), electronic readers ("e-readers"; e.g., Kindles and similar devices), cell phones (e.g., mobile/cellular telephones, smartphones (e.g., BlackBerry, iPhone, Android devices, Windows Mobile devices, etc.)), telephone paging devices (e.g., beepers or pagers), and/or other web-enabled devices of any type.

Y. Aiding and Abetting: Aiding and abetting any violation of this Student Code of Conduct will result in disciplinary action.

Z. Failure to Provide Evidence/Providing False Information/Lying: Students are expected to be honest concerning violations of the Code of Conduct and to help school officials establish the truth about a possible violation of the Student Code of Conduct. In establishing the facts concerning an incident, students shall be expected to cooperate with school officials. Students shall not give or assist in giving false or fictitious accounts to any school official, policy official, fire official or any other person acting in an official or lawful capacity.

AA. Violating Acceptable Use Policy: Students shall not use school-owned computers in a manner that violates the school's Acceptable Use Policy.

BB. Violation of Student Publications Policy: Students shall not violate the Student Publications Policy, Policy 5722, with respect to content of student and nonstudent publications and requirements before distributing such publications.

CC. Other Misconduct: Any misconduct which is contrary to the school's educational mission is prohibited.

Additional Disciplinary Concerns

THE STUDENT CONDUCT CODE IS ALSO POSTED IN THE COMMONS. IT IS THE STUDENT'S/PARENT'S RESPONSIBILITY TO BE FAMILIAR WITH THE ENTIRE CODE.

BULLYING AND AGGRESSIVE BEHAVIOR GUIDELINE

According to Wadsworth City School District Board of Education Policy 5517.01: Bullying and other Forms of Aggressive Behavior.

Harassment, intimidation, or bullying behavior by any student in the Wadsworth City School District is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. “Harassment, intimidation, or bullying”, in accordance with R.C. 3313.666 means any intentional written, verbal, graphic or physical act including electronically transmitted acts, i.e., Internet, cell phone, personal digital assistant (PDA), or wireless hand-held device, either overt or covert, by a student or group of students toward other students more than once, including violence within a dating relationship, with the intent to harass, intimidate, injure, threaten, ridicule, or humiliate. Such behaviors are prohibited on or immediately adjacent to school grounds, at any school-sponsored activity, on school provided transportation, or at any official school bus stop that a reasonable person under the circumstances should know will have the effect of:

A. Causing mental or physical harm to the other students including placing an individual in reasonable fear of physical harm and/or damaging of students” personal property; and,
B. Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other students.

Aggressive behavior is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student’s educational, physical, or emotional well-being. Any student who believes s/he is a victim of aggressive behavior should immediately report the situation to the building principal, assistant principal or the Superintendent. Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior directed toward a student.

All complaints about aggressive behavior that may violate this policy shall be promptly investigated. If the investigation finds an instance of aggressive behavior has occurred, it will result in prompt and appropriate remedial and/or disciplinary action. This may include up to expulsion for students, up to discharge for employees and other appropriate consequences for third party violators.

The complainant shall be notified of the findings of the investigation, and as appropriate, that remedial action has been taken.

Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of aggressive behavior is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy and will be dealt with appropriately. Suspected retaliation should be reported in the same manner as aggressive behavior as outlined above.

HARASSMENT/HAZING/SEXUAL HARASSMENT

The rights of all students are best served in a school that is well organized, safe, and maintains a positive climate for learning. When inappropriate student behavior disrupts effective learning conditions, students may be denied participation in the educational system for varying periods of time.

Students also have the right to communicate grievances without threat to grades, course credits, college recommendations or other aspects of scholastic life.

Clearly stated rules and regulations ensure that all students know what is expected of them. The following Code of conduct is designed to make students and parents aware of the rules and regulations and the consequences of failure to obey. Please inform your teacher, counselor, or any administrator immediately if you feel your rights have been violated.

SECTION III – ACADEMIC

ACADEMIC INTEGRITY

Academic dishonesty demonstrates a lack of character that is inconsistent with the goals of the Wadsworth City School District.

Definition of Academic Integrity: All work that is prepared for evaluation by teachers (i.e., homework, quizzes, take-home exams, in-class examinations, presentations and papers) falls under academic integrity. Students are required to submit such work for evaluation for various reasons:

- To help the students develop and express concepts, knowledge, and skills
- To inspire creative thinking and work
- To provide the teacher with feedback revealing whether or not students grasp the material presented
- To provide a record of the student's progress
- To promote the learning of new material and to reinforce old material

Wadsworth High School students are expected to have high academic standards at all times, with emphasis on the need for attributing credit and for doing independent work when required/expected by the teacher. A violation of academic integrity may impact a student's selection for scholarships, leadership positions, membership in organizations such as National Honor Society, or any other situation in which character is a part of the selection process.
All work submitted to meet course requirements is expected to be a student's own work. In the preparation of work submitted to meet course requirements, students should always take great care to distinguish their own ideas and knowledge from information taken from sources. Whenever ideas or facts are taken from a student's reading and research, the sources must be indicated. The term "sources" includes not only published primary and secondary material but also information and opinions gained directly from other people. The responsibility for using the proper forms of citation lies with the individual student.

Quotations must be placed within quotation marks, and the source must be credited. All paraphrased material also must be correctly cited. The extent to which working with others is permitted in the completion of assignments can vary, depending upon the policy set by the teacher. ***Students must assume that working with others in the completion of assignments and tests is not allowed unless specifically stated by the teacher.***

Cheating and plagiarism are forms of Academic Dishonesty, which are defined as follows:

Intentional Plagiarism occurs when writers or researchers are aware that they are using someone else's words or ideas as their own. Some specific examples of intentional plagiarism include but are not limited to the following:

- Using pre-written papers from the Internet or other sources and claiming them as your own.
- Copying an essay or article from the Internet, on-line source, or electronic database without quoting or giving credit, regardless of the language.

- Cutting and pasting text or graphics to create a paper/project without quoting or giving credit.
- Using Cliff's notes, Spark notes, or a similar source, either hard copy or online, without giving credit.
- Borrowing words or ideas from other students or sources without giving credit.
- Allowing someone else to complete any part of an assignment given to an individual.
- Presenting a technology-based foreign language translation as one's own work.

Unintentional Plagiarism occurs when writers or researchers unwittingly use the words or ideas of others by failing to give credit to the source. When in doubt, students must check with their teacher. Some specific examples of unintentional plagiarism include but are not limited to the following:

- Paraphrasing poorly: changing a few words rather than taking notes and rewriting the material.
- Quoting poorly: putting quotation marks around part of a quotation but not around all of it or putting quotation marks around a passage that is partly paraphrased and partly quoted.
- Citing poorly: omitting an occasional in-text citation or citing inaccurately.

Cheating is the act of obtaining or attempting to obtain credit for academic work through the use of any dishonest, deceptive, or fraudulent means. Cheating in Wadsworth High School includes but is not limited to the following:

- Copying, in part or in whole, from another's test or other evaluation instrument.
- Submitting work previously presented in another course, without the written permission of both teachers.
- Using or consulting during an examination sources or materials not authorized by the teacher (for example, saving examination information on a calculator).
- Altering or interfering with grading.
- Sitting for an examination for someone else or allowing it to happen.
- Stealing a test, quiz, or removal of item from classroom without permission.
- Committing any other act in the course of his or her academic work, which defrauds or misrepresents, including contributing to or sharing in any of the actions defined above.

Homework Copying occurs when students misrepresent their own work by copying from another student. In cases of homework copying, both the student who copies the homework and the student who allowed his or her work to be copied will be considered guilty.

NOTE: Any form of cheating may lead to removal from leadership positions and/or membership in the National Honor Society.

Violations may result in lowering of one’s grades or disciplinary action. Individual teacher’s syllabus explains specific classroom action.

SCHOLASTIC ACHIEVEMENT RECOGNITION

Exemplary scholastic achievement is encouraged and recognized at Wadsworth Senior High School. In an effort to achieve this goal, eligible pupils are named to the honor roll each grading period; eligible pupils will be recognized using the Cum Laude, Magna Cum Laude, and Summa Cum Laude honor system.

HONOR ROLL

Each grading period, pupils with high achievement will be named to the honor roll at one of three levels: 4.0 Excellence Level, 3.5-3.9 Honor Level and 3.0-3.5 Merit Level.

ACADEMIC RECOGNITION ASSEMBLY

Students are recognized at an awards ceremony for students maintaining a 3.7 average

for the school year.

CALCULATION FOR RECOGNITION

~~*Scholastic Achievement and Honor's Diploma recognition are calculated at the end of the 7th semester.*~~ Honor's Diploma recognition is calculated at the end of the 7th semester. Senior graduation honors chords are calculated at the end of the 8th semester.

HIGH SCHOOL GRADING SYSTEM

Wadsworth High School's grading system uses a weighted 4.0 scale to calculate grade point averages. An example of the grading system is listed below:

		College Prep	Honors	A.P.
A	93-100	4.0	4.5	5.0
A-	90-92	3.7	4.2	4.7
B+	87-89	3.3	3.8	4.3
B	83-86	3.0	3.5	4.0
B-	80-82	2.7	3.2	3.7
C+	77-79	2.3	2.8	3.3
C	73-76	2.0	2.5	3.0
C-	70-72	1.7	2.2	2.7
D+	67-69	1.3	1.3	1.3
D	63-66	1.0	1.0	1.0
D-	60-62	.7	.7	.7
F	59 (or below)	0.0	0.0	0.0

*These points are earned for each course worth one full credit. For any course worth a fraction of a credit, take that fraction and multiply it by the grade point value (for example: an "A" in a $^1/_4$ credit P.E. course would be worth $^1/_4$ x 4= 1 grade point).

EXAM POLICY

All students in one semester courses will take an exam at the conclusion of the course, regardless if the class is taken the first or second semester.

Students deliberately not taking a final exam will receive an incomplete grade. Incomplete grades, if obligations are not fulfilled, will be converted to an "F."

SENIOR EXAM POLICY

Seniors who achieve a grade of an A (regular class), or a B in an Honors or Advanced Placement Class, in a yearlong class and have not received a discipline, may be excused from their Final Exams. (Seniors may choose to take their Final Exams in order to improve their Final grades)

HIGH SCHOOL ACADEMIC ELIGIBILITY

To be academically eligible for participation in co-/extracurricular activities, a student must maintain a minimum 1.7 GPA, or have passed all scheduled subject areas, the preceding grading period. **Refer to Curriculum Guide which can be found on the School Counseling webpage.**

A. IEP students must meet this standard in all adjusted coursework or comply with specifications of IEP.
B. Students who fail a course and do not meet the minimum 1.7 GPA will be ineligible for the next grading period.
C. Students who receive an incomplete may be ineligible until they meet the academic standard outlined above.
D. Students will also need to meet academic eligibility requirements as outlined by the Ohio High School Athletic Association (OHSAA). Basically, this requires passing grades (the previous grading period) in a minimum of five one-credit courses or the equivalent, which counts towards graduation. (See examples below).
E. Summer school grades earned may not be used to substitute for failing grades from the last grading period of the regular school year.
F. All athletes are expected to attend school at least $^1/_2$ day in order to participate in practice sessions or game contests. Exceptions must be approved by an administrator.
G. It is the student's responsibility to select a course schedule which meets eligibility requirements.
H. Computer based credit must be approved by the Principal. Students must remain on pace and successfully complete the course in order to maintain eligibility.

To determine credit equivalency, multiply full-year courses by a factor of 1 and semester courses by a factor of 2.

NATIONAL HONOR SOCIETY

National Honor Society is an organization that seeks to honor those students who have exhibited excellence in classroom leadership, service, character, and scholarship. The following criteria have been adopted to enable the faculty council to select new members of National Honor Society.

SELECTION PROCEDURES FOR NATIONAL HONOR SOCIETY

1. A list of all juniors and seniors with at least a 3.5 grade point average is compiled. Only these students listed will be considered for membership.
2. Letters are sent and several announcements are made informing the students of their eligibility and time of an information meeting.
3. Students will get an activity sheet at the information meeting. If a student is interested in becoming nominated, he/she will fill out this sheet listing all of his/her extracurricular activities. If a student does not complete an Activity Sheet, he/she will not be considered for membership.
4. The completed Activity Sheets must be returned to the School Counselor Office or to the National Honor Society advisor. The students are given two weeks to complete the Activity Sheet. Any student failing to turn in a sheet by the given date and time will not be accepted.

5. A list of students is made up from all the Activity Sheets turned in. Each teacher will be given a list in which they must evaluate the student's character. Character ratings and activity sheets are then presented to the faculty council who make final selections for membership.

Dismissal Procedures:

1. Members who fall below the standards which were the basis for their selection shall be promptly warned in writing by the chapter advisor and given a reasonable amount of time to correct the deficiency. In the case of flagrant violation of school rules or civil laws, a member does not necessarily have to be warned.
2. The faculty council shall determine when an individual has exceeded a reasonable number of warnings.
3. In all cases of impending dismissal, a member shall have a right to a hearing before the NHS faculty selection council.
4. A member who has been dismissed may appeal the decision of the faculty council, under the same rules for disciplinary appeals, as set within the school district. The appeal is with the high school principal.
5. The National Council and the NASSP shall hear no appeals in dismissal cases.

NATIONAL TECHNICAL HONOR SOCIETY

The preliminary search is based upon a GPA of 3.25 average. The GPA is figured by the following; Junior: based on all courses taken in Sophomore year and first semester of Junior year. Senior: based on all courses taken in Junior year and first semester of Senior year. Other qualifications for membership are a desire to study toward your vocational technical career, leadership, skill, responsibility, citizenship, service, honesty and loyalty.

INCOMPLETE GRADES

Incomplete grades must be made up before the end of the first week of the next grading period. An exception may be made if a student is absent in the last week of a grading period. In that case a student may have until the end of the second week of the next grading period. Incomplete grades not made up within this period of time will be recorded as an "F".

SECTION IV -

SCHOOL COUNSELING DEPARTMENT

Counselor Assignments (Students' Last Names)

A-D	Mrs. Rapp
E-K	Mrs. Freund
L-Re	Mrs. McInnes
Ri-Z	Mrs. Ross

Student should work closely with school counselor on schedules, credit checks, testing, college and career planning. We encourage students to talk to counselors about personal and academic concerns and crisis.Counselors assist students through crisis intervention, problem solving, individual counseling, group counseling, classroom guidance, parent/family involvement, and consultation/collaboration with school staff, parents, mental health professionals, and community.

In addition to the preceding services, counseling services include:

1) Organization and administration of student-to-student tutoring and standardized testing.
2) Holding parent, teacher, and administrator conferences.
3) Assisting student in transition from the middle school to high school and from high school to college.
4) Assisting student in selecting a high school course of study.
5) Planning for the future.

COURSE INFORMATION

Refer to Curriculum Guide on the School Counseling webpage for a complete list of course offerings and descriptions.

GRADUATION-EARLY

Most students attend high school for four years, but for those students who have earned the required credits in less than four years, the early graduation program is an option. Students should work closely with the counselor to plan their programs. **Refer to Curriculum Guide on the School Counseling webpage. Senior privileges may be granted at the discretion of the building principal.**

GRADUATION REQUIREMENTS

Subject	**Credits**	**Subject**	**Credits**
English	4	*Math	4
**Science	3	***Social Studies	2
Government	½	Economics	½
Health	½	Physical Education	½
Technology	½	****Electives	5 ½

*Credits: 21 Total

10 Community Service Hours (Senior Year)

* Math must include 1 unit of Algebra II or the equivalent of Algebra II.
**Science units must include 1 unit of biological sciences and 1 unit of physical sciences.
***Social Studies units must include $^1/_2$ unit of American History, $^1/_2$ unit of Government and $^1/_2$ units of Economics. For the class of 2021, and beyond, you will have to obtain a $^1/_2$ unit of World History.
****5 $^1/_2$ Elective units must include one or any combination of World Language, +**Fine Arts**, Business, Career-Technical OR English, Math, Science, and Social Studies courses not otherwise required.
+One unit of elective must be a **Fine Art**. (Students following a career-technical pathway may be exempted from Fine Arts Requirement.

Students must complete their required credits, along with one of the following paths towards graduation:

1. ~~Earn a cumulative passing score of 18 pts. on seven end-of-course exams. (Minimum of 4 pts. in Math; 4 pts. in English; 6 pts. across Science, and Social Studies.)~~
2. ~~Earn a remediation-free score on a nationally recognized college admission exam such as ACT or SAT. The State of Ohio will pay for all 11th grade students in the Class of 2018 and beyond to take the exam free of charge.~~
3. ~~Earn 12 points through a State Board of Education-approved, industry-recognized credential or a state-issued license for practice in a career and achieve a workforce readiness score on the Work Keys assessment.~~

WHS DIPLOMA REQUIREMENTS – CLASS of 2021 & 2022

See the following website for more details:
http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements

DIPLOMA

21 Credits

Subject	***Credits***
English	4
*Math	4
**Science	3
***Social Studies	2
Government	½
Economics	½
Health	½
****Physical Education	½
Technology	½
*****Electives	5 ½

- 10 Community Service Hours (Senior Year).
- Take 7 end-of-course exams: Algebra I, Geometry, Biology, American History, American Government, English I and English II.
- Meet one of the following three:
  1. Earn a cumulative passing score of 18 pts. on seven end-of-course exams. (Minimum of 4 pts. in Math; 4 pts. in English; 6 pts. across Science & Social Studies.)
  2. Earn a remediation-free score on a nationally recognized college admission exam such as ACT or SAT. The State of Ohio will pay for all 11th grade students in the Class of 2018 and beyond to take the exam free of charge.
  3. Students earn 12 points through a State Board of Education-approved, industry-recognized credential or a state-issued license for practice in a career and achieve a workforce readiness score on the Work Keys assessment.

DIPLOMA (cont.)

*Math must include 1 unit of Algebra II or the Equivalent of Algebra II.

**Science units must include 1 unit of biological Sciences and 1 unit of physical science.

***Social Studies units must include ½ unit of World History, ½ unit of American History, ½ unit of American Government, and ½ unit of Economics.

****Students using PE Exemption must take additional ½ credit elective.

*****5 ½ Elective units must include one or any combination of World Language, **+Fine Arts**, Business, Career-Technical Education, Family & Consumer Sciences, and Technology OR English, Math, Science, and Social Studies courses not otherwise required.

+One unit of elective must be a Fine Art. (Students following a career-technical pathway are exempted from Fine Arts requirement.)

Students in the class of 2021 or 2022 may use these old requirements to qualify for graduation or follow the newly developed requirements for the class of 2023.

WHS DIPLOMA REQUIREMENTS – Class of 2023 & Beyond

See the following website for more details:
http://education.ohio.gov/Topics/Ohio-s-Graduation-Requirements

DIPLOMA

21 Credits

Subject	*Credits*
English	4
*Math	4
**Science	3
***Social Studies	2
Government	½
Economics	½
Health	½
****Physical Education	½
Technology	½
*****Electives	5 ½

- 10 Community Service Hours (Senior Year).
- Earn a passing score on Algebra I and English II EOC tests (score TBD)
- Earn two of the following diploma seals. One of the two must be Ohio-designed.
  - Ohio MeansJobs Readiness Seal (Ohio)
  - Industry Recognized Credential Seal (Ohio)
  - College- Ready Seal- ACT scores (Ohio)
  - Military Enlistment Seal (Ohio)
  - Citizenship Seal – AH and Gov EOCs (Ohio)
  - Science Seal – Bio EOC (Ohio)
  - Honors Diploma Seal (Ohio)
  - Seal of Biliteracy (Ohio)
  - Technology Seal (Ohio)
  - Community Service Seal (Local)
  - Fine and Performing Arts Seal (Local)
  - Student Engagement Seal (Local)

For more details and explanation of the diploma seals, visit the ODE site:
http://education.ohio.gov/getattachment/Topics/Ohio-s-Graduation-Requirements/Graduation-2021-and-beyond_Guidance-Document.pdf

DIPLOMA (cont.)

*Math must include 1 unit of Algebra II or the Equivalent of Algebra II.

**Science units must include 1 unit of biological Sciences and 1 unit of physical science.

***Social Studies units must include ½ unit of World History, ½ unit of American History, ½ unit of American Government, and ½ unit of Economics.

****Students using PE Exemption must take additional ½ credit elective.

*****5 ½ Elective units must include one or any combination of World Language, **+Fine Arts**, Business, Career-Technical Education, Family & Consumer Sciences, and Technology OR English, Math, Science, and Social Studies courses not otherwise required.

+One unit of elective must be a Fine Art. (Students following a career-technical pathway are exempted from Fine Arts requirement.)

WADSWORTH HIGH SCHOOL
FACT SHEET – DIPLOMA REQUIREMENTS

Students must meet all but one of the criteria to qualify for an Honors Diploma, and any one of the criteria may be the one that is not met. Dropping a course may impact your plans.

Criterion	Academic Honors Diploma	Career Tech Honors Diploma
Math	4 credits, Algebra I, Geometry, Algebra II, and one other higher level course	4 credits, Algebra I, Geometry, Algebra II, and one other higher level course
Science	4 credits, including two units of advanced science	4 credits, including two units of advanced science
Social Studies	4 credits	4 credits
World Languages	3 credits of one world language, or no less than 2 credits of each of two world languages studied	2 credits of one world language studied
Fine Arts	1 unit	N/A
Electives	N/A	4 credits of Career-Technical minimum
GPA	3.5 on a 4.0 scale	3.5 on a 4.0 scale
ACT/SAT/ WorkKeys	27 ACT/1280 SAT	27 ACT/1280 SAT/WorKeys (6 Reading for Information & 6 Applied Mathematics)
Field Experience	N/A	Required
Portfolio	N/A	Required
Additional Assessment	N/A	Earn an industry-recognized credential or achieve proficiency benchmark for appropriate Ohio Career/Technical Competency Assessment or equivalent

(Old criteria can still be used for class of 2019 & 2020)

Criterion	Academic Honors Diploma	Career Tech Honors Diploma
English	4 credits	4 credits
Math	4 credits, Algebra I, Geometry, Algebra II, and one other higher level course	4 credits, Algebra I, Geometry, Algebra II, and one other higher level course
Science	4 credits, including physics and chemistry	4 credits, including two credits of advanced science
Social Studies	4 credits	4 credits
World Languages	3 credits of one world language, or no less than 2 credits of each of two world languages studied	N/A
Fine Arts	1 credit	N/A
Electives	N/A	4 credits of Career-Technical minimum
GPA	3.5 on a 4.0 scale	3.5 on a 4.0 scale
ACT/SAT/WorkKeys	27 ACT/1280SAT	27 ACT/1280 SAT
Additional Assessment	N/A	Achieve proficiency benchmark established for appropriate Ohio Career-Technical Competency Assessment or equivalent

NEW Honors Diploma options for STEM, Arts, or Social Science & Civic Engagement.
Refer to Ohio Department of Education website: search Honors Diploma for latest criteria.

Criterion	**STEM Honors Diploma**	**Arts Honors Diploma (includes dance, drama/theatre, music, and visual art)**	**Social Science & Civic Engagement Honors Diploma**
Math	5 credits, Algebra I, Geometry, Algebra II, and one other higher level course	4 credits, Algebra I, Geometry, Algebra II, and one other higher level course	4 credits, Algebra I, Geometry, Algebra II, and one other higher level course
Science	5 credits, including two units of advanced science	3 credits, including two units of advanced science	3 credits, including two units of advanced science
Social Studies	3 credits	3 credits	5 credits
World Languages	3 credits of one world language, or no less than 2 credits of each of two world languages studied	3 credits of one world language, or no less than 2 credits of each of two world languages studied	3 credits of one world language, or no less than 2 credits of each of two world languages studied
Fine Arts	1 unit	4 units	1 unit
Electives	2 credits with a focus in STEM courses	2 credits with a focus in fine arts course work	3 credits with a focus in social sciences and/or civics
GPA	3.5 on a 4.0 scale	3.5 on a 4.0 scale	3.5 on a 4.0 scale
ACT/SAT/WorkKeys	27 ACT 1280 SAT	27 ACT 1280 SAT	27 ACT 1280 SAT
Field Experience	Required.	Required.	Required.
Portfolio	Required.	Required.	Required.
Additional Assessment	N/A	N/A	N/A

Note: Requirements are subject to change by the Ohio Department of Education.

LOCAL SCHOLARSHIPS

Each senior is given a Financial Aid planning packet which includes information for the local scholarships. The local scholarship application is available online through the WHS home page.

Secondary Academic Options for Students

●**Educational Options include:**
- College Credit Plus.
- Physical Education Exemption
- Correspondence Courses
- Computer Aided Credit (CAC)

●**Credit Flex:**
- Test Out Option
- Summer School at another accredited high school
- Advanced Placement Test Out Option
- Student Proposal

For detailed information and deadlines, go to Secondary Academic Options are on the School Counseling webpage. Packets are also available in the School Counseling Office. Credit Flex application deadline is February 15th.

SCHEDULE CHANGES

Students should work with the School Counselors and their parents to develop schedules. No schedule changes will be enacted without a student/counselor conference. Administrative decisions are based on course registration numbers. For this reason, we strive to minimize schedule changes. All requests for schedule changes will be governed by the following guidelines:

1. Schedule changes in preparation for the coming year should be made by close of current school year. For second semester courses, schedule changes must be complete by interim of the first semester. If an error has been made in the scheduling of courses, the student must fill out a **Request for Schedule Adjustment form.** The following circumstances are considered errors:

- A course is omitted which the student had selected.
- A course is scheduled which the student had not selected.
- Too many courses are scheduled in one semester.
- Lunch is not scheduled.
- A course taken in summer school is scheduled.
- A course not completed in summer school needs scheduled.

2. Changes from one course to a more or less difficult one within content area can be requested after the tenth day of school and in accordance to the following guidelines: After the tenth day and through the first interim, students may request to change to a different level of a course. All such requests must be presented to the student's assigned School Counselor in writing. The schedule change request must bear the student's and parent's signature and the signature of the teacher from whom the student is transferring. When there is disagreement among the student, counselor, parent or teacher concerning the advisability of such a change, a conference will be scheduled before the change is made. If disagreement still exists after a conference, the parent's request will be honored as long as the initial request was made during the first five weeks of the course. **Changes from one course to a more or less difficult course will be based on seat availability.**

- Teacher initiated changes may be made through ***interim of the 2nd grading period (week 5)***.
- Parent/Student initiated level changes will not be honored after week 5 of the first grading period.
- Grades accumulated in the course from which the student transfers will be given to the teacher of the course in which the student enrolls. Accumulated grades will be transferred to the new course and used in calculating the grade point average for the new course.

3. Students must continue reporting to their scheduled classes until official schedule change forms have been processed.

4. Schedule changes may be considered in specific circumstances after the school year begins. Those changes may be made according to the following guidelines:

a. Students who are failing a year-long course may request to drop the course and add a course for second semester. Requests to drop a yearlong course and replace it with a second semester course must be made by ***interim of the 2nd grading period (week 5) of a yearlong course***. See "Withdrawing from a course" for specific guidelines.

- If a student is eligible to drop a course, has no study hall, he or she will be assigned to a study hall until the end of the first semester. (Only one study hall may be scheduled per semester.)
- Students must see a counselor when they are considering adjusting schedules.

b. In specific circumstances, students may request schedule changes as need arise. Specific circumstances include family hardship, family moving into the Wadsworth School district, and finding the course of study does not follow their previous school's curriculum, or seniors who need credit adjustments in order to graduate with their class. Students must make an appointment with their counselor to discuss possible adjustments.

c. Students wishing to change courses for a second semester class must make the request prior to the interim of the second grading period. No requests to change second semester classes will be accepted after this date.

5. Students may not drop below six periods of coursework for the school year. Students may schedule a maximum of one study hall per semester and not drop a course to have more than one study hall per semester. Students in Small Group Instruction and Computer Assisted Curriculum Program will not be permitted to have a study hall. Students taking college classes on their respective college campus, must have a minimum of 13 credits. Remember, for purposes of athletic eligibility, consult with your guidance counselor and athletic director to ensure that you are taking the required number of classes per OHSAA eligibility guidelines.

6. Seniors taking AP or CCP may be permitted to take five courses if they are in good standing for graduation.

WITHDRAWING FROM A COURSE

Generally

Requests to withdraw from a course must bear a parent/guardian and teacher's signature. If the teacher disagrees with the drop, a conference may be requested before the drop is honored.

Full Year Course

From the 10th day of school until interim of the 2nd grading period (week 5), a student may withdraw from a course without penalty.

1. If the course is dropped prior to the end of the 1st grading period, the course and grade will not be entered on the student's permanent record card.
2. If the course is dropped between the end of the 1st grading period and the interim of the 2nd grading period (week 5), a "WD" (withdrawal) will be entered on the student's permanent record and no credit will be given.
3. Dropping a course after the interim of the 2nd grading period will result in the course being recorded on the permanent record card, no credit given for the course, a grade of "WF" will be given for the year, and the "WF" will be used when computing G.P.A. and Class Rank.
4. Students must request and complete "Dropping a Full Year Course" form by interim of second grading period or a "WF" will be given.

Semester Course

A student may withdraw from a semester course with the following guidelines:

1. Prior to the end of the first nine weeks of the course (1st or 3rd grading period), the course and grade will not be entered on the student's permanent record card.
2. During the second nine weeks of the course (2ndgrading period), the course will be recorded on the permanent record card, no credit given for the course, a grade of "WF" will be given, and the "WF" will be used when computing G.P.A. and Class Rank. (Students may not drop a course during the 4th grading period.)

STANDARDIZED TESTING

The standardized tests and their dates are listed below

A. American College Test (ACT)
B. Preliminary Scholastic Aptitude Test–National Merit Qualifying Test
C. Scholastic Aptitude and Achievement Test (SAT) – **Refer to www.collegeboard.org for testing dates and locations.**
D. End of Course Exam
E. Advanced Placement Tests

Please refer to the WHS Guidance Page for updated testing dates and times.

SUMMER SCHOOL

Wadsworth Senior High School offers a program each year based on the students' needs and desires. The actual program will be finalized by the number of students who enroll. The program is open to students who have finished eighth grade and throughout high school. Students who need courses to complete requirements for graduation are also welcome to attend. All courses are offered at the same time. Thus, a student may take only one course. Additional courses may be taken for credit recovery with administrative approval. The classes are held from 8:00 a.m. to noon daily for three to six weeks. Attendance **every day** is mandatory. Registration forms are available March through June. Completed registration forms should be taken to the Athletic Office.

SECTION V – GENERAL

ACADEMIC ELIGIBILITY

To be academically eligible for competition or public performance in co-extracurricular activities, a student must receive a passing grade in a minimum of five one credit courses (or the equivalent) the preceding grading period and meeting EITHER of the following criteria:

1. Maintain a (1.7) grade point average, OR
2. Be passing the rest of their scheduled subject areas.

Students who are ineligible will also be denied leaving the building for a field trip/class activity, unless the only time missed is from the sponsoring class.

ANNOUNCEMENTS AND BULLETINS

All regular announcements will be made each morning over the public address system. Announcements must be signed by a faculty member or principal and turned in to the main office. Announcements are also posted on the WHS web page each day.

ASSEMBLIES

Assemblies are presented periodically for the purpose of recognizing special achievements, presenting speakers, and encouraging school spirit. Attendance at all assemblies is required. Students must exhibit behavior that is appropriate and courteous at all times. Whether guests are present or not, each student is personally responsible for the impression made by the school as a whole. The conduct of the student body at assemblies conveys an important message to the speaker and to the public. Traditionally, WHS students have displayed good conduct and respect for speakers. Students should report to assemblies promptly and sit where designated. It is recommended that students do not leave valuables in your classroom. Stopping at vending machines, general misconduct, and throwing items of any kind during assemblies is prohibited.

BOOK BAGS

Students are not permitted to carry book bags to and from classes. Students are allowed to bring their books and materials to and from school in book bags. Book bags should be stored in lockers during the school day. Large purses or mini sport bags are not allowed to be carried during the school day (unless going directly to or coming from PE).

BOOKSTORE

The bookstore is located in the Athletic Office next to the cafeteria. Students may purchase school supplies and school spirit items. Students are asked not to loiter in the bookstore area, especially during the lunch hours. Please note payment of fees or dues may be made at the Athletic Office.

BREAKFAST

Breakfasts are served each school day from 7:00-7:30 a.m. in the Commons. We serve a wide variety of choices

.

BUS TRANSPORTATION

Although the Wadsworth City School District furnishes transportation in accordance with State law, it does not relieve the parents of students from the responsibility of supervision until such time as the student boards the bus in the morning and after the student leaves the bus at the end of the school day.

> *Students who ride the bus to school are expected to ride the assigned bus to and from school. The driver of the bus will be responsible for the orderly conduct of the students. Improper conduct could result in the loss of this service.* ***Any misbehavior that distracts the driver is a very serious violation and jeopardizes the safety of everyone. While on the bus, students are under the authority of the driver. The driver reports all discipline cases to the transportation supervisor who will consult with an administrator.***

The above rules of conduct are for your own safety as well as that of your fellow students. It is the responsibility of the student to get to school if he/she misses the bus. Students will be expected to enter the building immediately upon arriving at school. Students will not be permitted to go to the student parking lot if they ride to school in a bus or walk to school. ***Violations:*** *Any student persistently violating essential bus rules may be denied the privilege of riding the bus and may be required to furnish their own transportation.*

A full list of transportation rules and procedures can be found by visiting the Wadsworth City School District Transportation Department homepage at http://www.wadsworth.k12.oh.us/administration/12

CAFETERIA REGULATIONS/PROCEDURES

Students may purchase a lunch or ala Carte items at the cafeteria. There are different serving areas for lunch. Serving areas include a pizza station, grill station, main entrée station, sub station, and salad station. **Do not leave purses or other personal items of value unattended.** No commercialized lunches will be permitted. Students may not call out for lunch, nor have food brought in to the lunchroom. All food and drinks purchased in the cafeteria must be consumed in that area. Snacks and drinks purchased in the commons should be consumed in the commons. The only exception would be seniors who pack their own lunch. No glass containers are to be brought to school. Each student must use their own ID # to be provided a lunch. Students are not permitted to share their ID numbers with each other.

1. Students are not permitted to loiter in the hallways surrounding the Cafeteria or in the main entrance lobby.
2. Students are not permitted in any of the academic wings without written passes.
3. Only restrooms located in the 1800 hallway will be used during lunch.

Students are permitted to charge lunches to their account if they do not have money. All charges owed at the end of the school year will be added to a student's outstanding fees.

CLASS ACTIVITIES AND CLASS FINANCES

Each class will have advisors assigned for each year. One advisor will be appointed head advisor. All class activities must have the approval of the head advisor and the principal, and all social events must be cleared through the administration and must be chaperoned by the advisors and other appropriate school personnel.

Class funds are subject to the regulations concerning school accounts, and prior authorization must be obtained to spend class funds.

CLASS DISMISSAL

Classes are dismissed by the teacher and not the bell. There are four minutes between each class, which allows ample time to reach any section of the building. Students are expected to be in their designated classroom seats at the beginning of the period.

CLASSROOM STANDARDS

1. Be in class and seated on time.
2. Bring necessary materials to class.
3. Follow instructor's directions.
4. Get permission before speaking.
5. Be respectful and courteous to others.
6. Do not use profanity or inappropriate language.
7. Help keep your classroom clean.
8. No food or pop in classroom. No colored water bottles, must be clear, and only water is allowed in classrooms
9. Students are expected to participate actively and positively in class.

CLINIC

The clinic is located in the Main Office. When a student is too ill to attend class or becomes injured, the student should get a pass from his/her teacher and report to the Main Office. The pupil may not remain in the clinic for more than 15 minutes. Permission to release students from school will be allowed by office personnel after parents or their designee has granted authorization. **Illness will not be accepted as a reason to loiter in a restroom or around other parts of the building.** The school is not allowed to dispense medicine; first aid will be given as needed.

CLOSING SCHOOL

In the event of school closing, accurate information will be made available to parents and staff members through AlertNow and local radio/TV will broadcast announcements. The decision to close will be announced, when possible, by 11:30 p.m. on the day preceding closing. Announcements will be made only when our school will be closed. The Wadsworth City School system is NOT part of the Medina County School System. Schools will be open if no announcement of closing is made on or before the 7:00 a.m. newscasts. Should the Superintendent determine school will be delayed two hours refer to Two Hour Delay Bell schedule.

DRIVING AND PARKING REGULATIONS

Driving to school is a privilege. Seniors and Juniors will be eligible for a permit. Sophomores may be eligible if parking spots are available and will be required to park in the lot adjacent to the outdoor pool. Each student accepts the responsibility to drive safely and to observe the rules and

regulations of the school. The administration will suspend the driving privileges of students who cannot accept the responsibility of safe driving, cannot get to school on time, or follow other school rules. As a reminder, use of tobacco in a car while on school property is prohibited.

The student parking lot is located at the east side of the building. Students are expected to park in the assigned parking lot and park within the spaces outlined in white. Students are to drive with extreme care when leaving or entering the parking lot and should stop at any cross walk on school grounds.

Pupils who drive to school must park in the student parking lot then enter the school immediately after parking. Do Not Park behind the school, in the Faculty Lot, visitors parking areas, or in Community Center areas on North and West side of WHS Complex.

Students must register all vehicles with the office. There will be a limited number of permits sold. One and only one permit will be issued to each qualified student. A valid Ohio driver's license, a registration certificate, and a completed parking pass request sheet signed by parent are needed to purchase a permit. Cost of the permit is $25. Lost or stolen permits will be reissued at a cost of $30.

ELECTRONIC DEVICES

The use of personal electronic devices are permitted only with administrative approval, or approval from classroom instructors. Devices such as cell phones, smart phones, tablets, iPods, iPads, or other personal electronic devices cannot be used during the school day. Permission to use personal electronic devices will vary depending on the location of the building. Earbuds and headphones are not permitted without permission of the classroom teacher, study hall monitor, or other school personnel. The following color system will identify level of permission of use for specific areas within Wadsworth High School.

Consequences for Violation of the Electronic Devices guideline will be the following:
Violation of the Electronic Devices guideline as outlined in this document may result in the following disciplinary actions (the administration may vary discipline based on the situation):

1st Offense ..... Verbal warning
2nd Offense..... Thursday, 2 Hour detention.
3rd Offense ..... Saturday School Detention**.**
4th Offense……1-3 days ISD.
Repeated Offenses 1-5 days O.S.S., parent/guardian must pick up device and conference with building principal, loss of BYOD for the remainder of the school year.

Students will face suspension and possibly expulsion for using an electronic device of any kind to cheat in class. In addition, students may not record any lesson or any other event in the high school without the teacher or administration pre-approval. Students who record other students or events may face suspension or expulsion.

PLEASE BE ADVISED that all information transmitted via the WCS wireless system is subject to search and seizure. This includes any holding/transmitting device and its contents are not held to any expectation of privacy of the data contained. Information may be searched if the Administration feels it is necessary for the safety and security of the student in our School.

FEES—FINES

Any monies owed to the school will be recorded as soon as students incur the debt. Report cards, records, credits, transcripts, and/or diplomas may be withheld until fees and fines are paid. In addition, students may NOT receive a schedule for next year's courses until all obligations are paid. All fine/fee monies and other financial obligations are to be paid in full at the Athletic Office; no cash or checks should be given to any of your teachers. We do not allow students to charge items for other purchases.

HALL PASS

Students are to use a pass given to them by their teachers. Students found to be abusing the hall pass privilege may lose this privilege.

LAB STANDARDS

1. *Follow safety rules.*
2. *Wear appropriate clothing*
3. *Use equipment properly*
4. *Absolutely no horseplay or use of inappropriate language.*
5. *Follow classroom standards.*

LIBRARY

Rules and regulations regarding conduct are posted in library. Each student is responsible for knowing the rules.

LOCKERS

Lockers are the property of the school and therefore may be entered by the administration at any time. The right of inspection of students' school lockers or articles carried upon their person and interrogation of individual students is inherent in the authority granted school boards and administrators. Thus, it should be conducted to assure parents that the school, in exercising its "in loco parentis" relationship with their children, would employ every safeguard to protect the well-being of those children. This authority is to be reasonably likely to produce anticipated tangible results to aid in the educational process, preserve discipline and good order, or promote the safety and security of persons and their property within the area of educational responsibility. Any illegal

materials found in the lockers will be confiscated, and if necessary, law enforcement agencies will be notified. (Refer to Interrogations and Search.) Students who are staying after school for practices, to assist teachers, etc., are to take all coats and books with them since sections of the building may be closed. Keep lockers locked at all times and do not disclose your combination to anyone. Sharing of a locker is strongly discouraged. It is recommended that students **not** keep items of high value (musical instruments, calculators, jewelry, etc.) in lockers. The Board of Education does not provide insurance or assume responsibility for items missing or stolen.

Students will furnish their own padlocks for physical education, athletics, auto mechanics, and other similar classes. Students are responsible for their personal items and for having a lock on their locker. Report any problems with lockers to the main office immediately.

LOST AND FOUND

All articles found should be turned in to the Attendance Office. Students losing articles should check the Attendance Office to see if their articles were turned in for the owner to claim.

OVER THE COUNTER MEDICATION

All over the counter medication must be kept in the main office and must have a completed Over the Counter Medication Form on file. The student may take the medication as needed during the school day in the presence of school personnel.
Students are not allowed to carry medication.

PRESCRIPTION MEDICATIONS

All prescribed medications that students must take during the school day require a note from the student's doctor. The Main Office must have a completed Medical Dispense Form, on file, for all prescribed medicine. The prescribed medication must be brought to school by the parent and picked up at the end of the prescribed period by the parent.

RESTROOM POLICIES

Loitering in the restrooms is not permitted. **If ill, report to the clinic; do not stay in the restroom.** Disciplinary action may be taken with students who insist upon loitering in the restrooms.

SCHOOL HEALTH SERVICES

Screenings

This school year, vision and hearing screenings will be done in 9^{th} and 11^{th} grade. These are state mandated screenings for all students in these grades. Vision or hearing screenings may also be done as a result of a school staff or parent referral in any grade and band members will have their hearing screened because of the exposure to noise. For more information on school screenings, go

to www.wadsworth.k12.oh.us, click on “Departments”, then click on “Health Services” on the district main web page.

Screening Exemption

Any child may be exempted from the school hearing screening by providing proof to the school by September 15th that he/she has been examined by a physician within the past 12 months with a note stating your request. A child may be exempted from the school vision screening by providing proof to the school by September 15th that he/she has been examined by a physician or optometrist within the past 12 months with a note stating your request.

Health Aides

There will be a School Health Aide in the clinic for several hours a day. The School Health Aide has been trained in basic first aid, will administer medications and do vision and hearing screenings. The School Nurse will supervise the School Health Aide. Please contact the School Nurse by calling 330.335.1460, extension 6112, if you have questions or concerns about your child’s medical condition.

SECURITY OF PERSONAL PROPERTY

As it does elsewhere, theft may occur at school; however, by applying preventive measures, it can be kept minimal. It is advisable that students not:

(1) Have large sums of money in their possession.
(2) “Share” hall or physical education lockers
(3) Leave any locker unlocked
(4) Leave valuables, purses, books, etc., unattended in the cafeteria, restrooms, classrooms during assemblies, etc.

Once a theft occurs, recovery of stolen items is very difficult. Without eyewitnesses or positive evidence, it is next to impossible.
Remember to apply preventive measures and use common sense. Report any thefts to the main office immediately.

SECURITY MONITORS (VIDEO SURVEILLANCE AND ELECTRONIC MONITORING)

Wadsworth School District has installed cameras and video surveillance and / or electronic monitoring equipment at the high school to monitor the building and grounds. The purpose is to assist the school in providing a safe and secure environment for its students, staff, and general public. In order to be both proactive and preventive, cameras and recording devices will be used on a 24-hour basis throughout the school year, and may be used while school is not in session.
The school reserves the right to use tapes in disciplinary occurrences. School authorities may include tapes, as part of the disciplinary investigation, to show rule violations to hearing officers, police and court authorities, parents/guardians and/or students. Recorded video surveillance and /

or electronic monitoring may be stored by the school system on their secure server for future reference. Only necessary authorized staff will observe video surveillance and / or electronic monitoring.
When school authorities observe any behavior that may be in violation of the law by any person, including students, school authorities may contact our local authorities to determine if such incident is sufficient to warrant criminal charges. If the authorities recommend that the video surveillance and / or electronic monitoring warrant law enforcement action, the central office and the proper authorities will be notified of this decision.

Law enforcement agencies may request viewing of video surveillance and / or electronic monitoring to assist them in their investigative responsibilities after completion of the proper request form.

Questions about the surveillance system, both audio or video are to be directed to the building administration, or superintendent's office.

SENIOR COMMONS

The Senior Commons of the high school is a reserved section of the building for members of the Senior Class only. Underclassmen are not allowed to eat lunch, attend study hall, or to loiter in this section of the building during the school day.

STUDY HALL PROCEDURES

1) Freshman, Sophomore, and Junior Study Halls:
   a) Students are to be in their assigned seats before the tardy bell rings.
   b) No talking, card playing, or sleeping will be permitted.
   c) No student shall leave the study hall at any time without a hall pass or a written pass previously obtained from a teacher.
   d) Students are to bring and use study materials to all study halls.
2) Senior Study Halls:
   a) Seniors must report to the commons study hall on time and sign the attendance roster.
   b) The attendance roster must also be signed near the end of the period to verify presence.
   c) Students may sign out **only** after checking and signing out with the commons supervisors. Seniors are not permitted in any other parts of the building without a previously obtained written pass from a teacher, counselor, or administrator. **Violation of study hall rules will result in the loss of the senior privilege**.
   d) Any SENIOR FAILING a course will be reassigned to a quiet study hall for the next nine weeks. Students may not withdraw (WP/WF) to avoid being assigned to quiet study hall.
   e) Any senior on Early Release or Late Arrival that is failing a course will have their privilege removed and be placed in a quiet study hall.

STUDENT RIGHTS AND RESPONSIBILITIES

All students have the right to an education. That right carries with it responsibilities; primarily, to respect the rights of others. This includes the avoidance of any discrimination in regard to race, color, national origin, sex, religion, or handicap.

TECHNOLOGY USAGE

All students are expected to use the technology provided to Wadsworth City Schools in an approved, ethical manner in accordance with Board Policy 7540.03 for completion of classroom assignments. Board Policy concerning the use of technology is available at http://www.neola.com/wadsworth-oh/. Students who misuse technology through damage, maliciousness, non-educational use, cheating, bypassing the Internet content filter or excessive printing will be subject to immediate disciplinary action.

General school rules for behavior and communication apply. The Board does not sanction any use of the Internet that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines. Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users granted access to the Internet through the Board's Technology assume personal responsibility and liability, both civil and criminal, for uses of the Internet not authorized by this Board policy and its accompanying guidelines.

TECHNOLOGY USAGE

All students are expected to use the technology provided to Wadsworth City Schools in an approved, ethical manner in accordance with Board Policy 7540.03 for completion of classroom assignments. Board Policy concerning the use of technology is available at http://www.neola.com/wadsworth-oh/. Students who misuse technology through damage, maliciousness, non-educational use, cheating, bypassing the Internet content filter or excessive printing will be subject to immediate disciplinary action.
General school rules for behavior and communication apply. The Board does not sanction any use of the Internet that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines. Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users granted access to the Internet through the Board's Technology assume personal responsibility and liability, both civil and criminal, for uses of the Internet not authorized by this Board policy and its accompanying guidelines.

TELEPHONE CALLS

Students will not be called to the phone except in case of an emergency. The main office will take and deliver emergency messages. Telephones, including the athletic office telephone, are not available for personal calls. Students are prohibited from using cell phones to make calls during the school day.

VISITORS

All visitors to Wadsworth High School are required to report to the main office. Visits with teachers and students are discouraged during the normal school day unless an appointment has been previously scheduled. All visitors must sign in and may be issued a visitor's pass. Student visitors must have prior approval from the administration.

SECTION VI - ATHLETICS & ACTIVITIES

ACTIVITIES ASSESSMENT FEE

A fee will be assessed for various athletics and activities offered at the high school. The athletic and activity application form is available in the athletic office, main office, and on WHS web page. Included on this form is a listing of sports clubs activities and their associated costs.

ACTIVITIES

The following activities are available to Wadsworth High School students. We strongly encourage students to become involved in the extracurricular activities such as:

Academic Challenge
Athletics
Band – Marching & Concert
Cheerleading
Chess
Choir - Concert & Show
DECA
Off Broad Street Players
Huddle
Interact
Intramural Athletics
Key Club
Mentoring
NFL - Speech & Debate
Peer Tutoring
Pep Club
SADD
Science Club
Spanish Club
STAMP
Student Council
Suburban League Leadership Team
Yearbook

ATHLETICS

The following sports are available to Wadsworth High School students. Students are encouraged to become involved in the sports programs.

Male		**Female**	
Baseball	Lacrosse	Basketball	Softball
Basketball	Soccer	Bowling	Swimming
Bowling	Swimming	Cross Country	Tennis
Cross Country	Tennis	Golf	Track
Football	Track	Gymnastics	Volleyball

Golf	Wrestling	Lacrosse	Soccer

ARTS (Performing)

For many students, the performing arts are an integral part of student life at Wadsworth High School. To enhance a successful auditioning experience in performing arts activities, the following courses may serve as a considerable benefit:
English/Reading Lab: Reading and interpretation skills are vital to auditions and acting. The study/discussion of literature or plays helps all students analyze actors' style and techniques to portray characters accurately and refine the student's own delivery skills.
Speech: Speech classes enable students to hone speaking proficiency and enhance confidence on the stage. Public speaking or speaking in front of audiences aids students in developing confidence and being comfortable in front of a camera.
Vocal Music: This is an outstanding program for students interested in musical theatre or other dance related performance. Voice, dance, and public presentation are excellent training opportunities for future performing arts candidates.
Theatre Arts Class: The curriculum includes viewing live theatrical performance, discussion, and analysis of techniques and methods.

NCAA Division I and II Eligibility Standards and Procedures:

Student-athletes planning to play NCAA Division I and Division II sports need to register with the Eligibility Center (formerly known as the Clearinghouse) during their junior year. The website is (https://web3.ncaa.org/ecwr3). During the online registration, print Copy 1 and Copy 2 of the transcript release form. Sign the transcript release forms, and give both to your counselor. Also, prospective student-athletes must complete the amateurism questionnaire when they register with the Eligibility Center.

The NCAA Division I and II require 16 core courses. Wadsworth's NCAA approved core courses are on the Eligibility Center Web Site (https://web3.ncaa.org/ecwr3) and are listed in the Curriculum Guide.

Either the ACT or SAT scores must be reported directly to the NCAA Eligibility Center by the testing agency. Test scores that appear on the transcript will not be used. When registering for the ACT or SAT, use the Eligibility Center code 9999.

Division I and Division II have a sliding scale for test scores and core grade point average. The minimum GPA for Division I is 2.3, and for Division II is a 2.2. Dependent upon a student's GPA will determine what they will need on their ACT or SAT score.

Co-Curricular and Extra-Curricular Code of Conduct

SPECIAL NOTICE

"The student has received notification of this policy through the student handbook which the student acknowledges through their signature upon receiving the student handbook."

This policy is applicable to students in non-credit, co-curricular, and extra-curricular activities in grades 7 through 12 in which students participate as players, members, performers, officers and/or chairpersons, including instrumental music during the marching and competition seasons. **(Does not pertain to activities related to the curriculum.)**

A student participating in co-/extra-curricular activities represents not only himself/herself, but also the Wadsworth City Schools and community. The Wadsworth City School district believes that student participation in extra-curricular and co-curricular activities is a privilege. The district also believes that participation in such activities demands that students maintain sound physical and/or mental condition.

Coaches/advisors are responsible for managing student behavior and handling discipline problems that occur within their range of responsibility. Coaches/advisors may call on other school personnel to help in discharging their responsibilities. They may refer students to the athletic director and/or building administrator whom are then responsible for determining further disciplinary action.

ATHLETIC CODE/EXTRACURRICULAR ACTIVITIES *RANDOM ALCOHOL, DRUG AND NICOTINE TESTING OF STUDENTS*

Wadsworth City School District Board of Education Policy 5512.01, Random Alcohol, Drug and Nicotine Testing of Wadsworth City School District Students, will be followed.
If a student participating in athletics or extracurricular activities not tied to an academic grade is found to have used alcohol, drugs or nicotine outside of the of the random testing process described above, he/she will be subject to the same positive result choices/consequences found in Wadsworth City School District Board of Education Policy 5512.01. This provision is in effect 24 hours per day, 7 days per week, every day of the year.

Team Rules and Regulations

All team rules and regulations determined by the coach/advisor will be enforced and are supported by the athletic department and the building administration.

Added Requirements for Athletic Participation

Athletes may not be eligible to participate until the following items have been completed (forms can be picked up in the athletic office):

1. Physical Examination Form – completed and on file in the athletic office.
2. Emergency Medical Form – completed and on file in the athletic office.
3. Academic Eligibility requirements have been satisfied.
4. Activity Assessment.

Risk of Participation in Athletics

All athletes and parents must realize the risk of serious injury that may be a result of athletic participation. We sincerely hope no serious injury will occur. We feel there is a responsibility to athletes and parents to make them aware of the potential risks that may exist. The Wadsworth School District will use the following safeguards to make every effort to eliminate injury:

1. Conduct pre-season meetings to fully explain the athletic policies and to advise, caution, and warn parents/athletes of the potential for injury.
2. Maintain a continuing education program for coaches to learn the most up-to-date techniques and skills, as well as being certified through Sports Medicine programs and CPR classes.

Due Process

If it is the intention of a coach/advisor to deny participation to a student, the coach or advisor will hold a hearing and inform the student of such intention. The coach/advisor will make a record of the hearing in writing noting the student's name, activity, infraction, date of infraction, date of hearing, and results of the hearing. The student and his/her parents will have the right to appeal the action of the coach/advisor in writing to the Assistant Principal. The Assistant Principal will head an Appeal Board consisting of the Assistant Principal, Athletic Director, and a teacher appointed by the Principal. The Appeal Board will hear the appeal within three days after receipt of the appeal requests. Its decision will be rendered within two days after the appeal hearing.

SECTION VII
DIRECTORY & CONTACT INFO

DISTRICT INFORMATION
DISTRICT TELEPHONE NUMBERS & ADDRESSES
OF CENTRAL OFFICE PERSONNEL
WADSWORTH CITY SCHOOLS
330-336-3571
Central Office Hours of Operation---7:30 a.m. to 4:00 p.m.

Dr. Andrew J. Hill, Superintendent
Mr. Gabe Tudor, Assistant Superintendent
Dr. Michele D. Evans, Director of Instruction and Professional Development
Mrs. Joyce Walker, Director of Pupil Services
Mr. Doug Beeman, Treasurer
Mr. Roger Wright, Director of Career and Technical Education
~~Mrs. Debbie Miller, Transportation Supervisor~~

Mrs. Erica Motz, Transportation Supervisor
Mr. Scott Larch, Maintenance / Custodial Supervisor
Mrs. Kelly Gnap, Food Service Supervisor

SCHOOL BOARD MEETINGS

School Board meetings (time and place) are announced in The Post, Medina County Gazette, and Akron Beacon Journal. The public is invited.

FAMILY EDUCATION RIGHTS & PRIVACY ACT (FERPA)

The Family Education Rights & Privacy Act (FERPA) provides parents the opportunity to review their child's school records. Requests to review records should be made directly to the principal who will make the necessary arrangements.

PARENT/STUDENT RIGHT TO FILE A COMPLAINT

Any parent or student who believes that the School District has failed to comply with the Family Education Rights and Privacy Act ("FERPA") or the Protection of Pupil Rights Amendment ("PPRA"), may file a complaint directly with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-8520".

STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION

According to Wadsworth City Board of Education policy 2416: Student Privacy and Parental Access to Information, the Board respects the privacy rights of parents and their children. No student shall be required, as part of the school program or District's curriculum, without prior written consent of the student or, if an un-emancipated minor, his/her parents, to submit to or participate in any survey, analysis, or evaluation that reveals certain information that is detailed in this policy. Parents also have the right, upon request, to inspect any instructional material used as part of the educational curriculum of the student.

WADSWORTH CITY SCHOOLS PARENT'S RIGHT TO REQUEST EDUCATIONAL PROGRAM AND STAFF INFORMATION

According to Wadsworth City Board of Education Policy 2261.02: Title I-Parent's right to Know and in accordance with the requirement of Federal law, for each school receiving Title I funds, the Superintendent shall make sure all parents of students in that school are notified that they may request, and the Board will provide the following information on the student's classroom teachers:

Whether the teacher(s) have met the State qualification and licensing criteria for the grade levels and subject areas they are teaching.
Whether the teacher(s) is teaching under any emergency or provisional status in which the State requirements have been waived.

The undergraduate major of the teacher(s) and the area of study and any certificates for any graduate degrees earned.

The qualifications of any paraprofessionals providing services to their child(ren).

In addition, the parents **shall** be provided:

1. Information on the level of achievement of their child(ren) on the required State academic assessments;

2. Timely notice if the student is assigned to a teacher who is not "highly qualified" as required, or if the student is taught for more than four (4) weeks by a teacher who is not highly qualified.

DIRECTORY INFORMATION BOE POLICY

According to Wadsworth City School District Board of Education policy 8330: Student Records, the District intends to make available, upon request, certain information known as "directory information". The Board designates as student "directory information": a student's name. Directory information shall not be provided to any organization for profit-making purposes. Parents and eligible students may refuse to allow the Board to disclose any or all of such "directory information" upon written notification to the Board within fourteen (14) days after receipt of this communication.

Directory Information – WHS requirement in addition to regular Directory Information statement. In accordance with Federal and State law, the Board shall release the names, addresses, and telephone listings of secondary students to a recruiting officer for any branch of the United States Armed Forces or an institution of higher education who requests such information. A secondary school student or parent of the student may request in writing that the student's name, address, and telephone listing not be released without prior consent of the parent(s)/eligible student by contacting the high school principal.

PARENTS RIGHT TO INSPECT, REVIEW, AND REQUEST AMENDMENTS TO STUDENT EDUCATIONAL RECORDS

A parent or adult student has the right to:

A. Inspect and review the student's education records within forty-five (45) days after the School receives a request for access or within such shorter period as may be applicable to students

with disabilities. The School has a form that can be used to submit such a request. The Custodian of Records ("COR") (building principal) will notify the parent or adult student of the time and place where the records can be inspected. Parents and adult students are not permitted to inspect and review the education records of other students. If there is a valid reason why a parent or adult student cannot personally inspect and review a student's education records, or if the parent or adult student specifically requests copies of education records, the COR may arrange for copies of the requested records to be delivered to the parent or adult student directly. The Board may charge a reasonable fee for the copying of records, which may be waived under circumstances of unusual hardship.

B. Request the amendment of the student's education records if the parent or adult student believes the record is inaccurate, misleading, or otherwise in violation of the student's privacy rights. Parents or adult students who believe that a change is necessary should ask the COR to correct the record. Such a request should be made in writing and should identify the part of the record they want changed, and specify why it should be changed. If the record is not changed to the parent's or adult student's satisfaction or if the COR informs the parent or adult student that the record does not appear to be misleading, inaccurate, or in violation of any privacy right, the parent or adult student will be informed of his/her right to request a hearing. The parent or adult student may submit a written request for a hearing. The hearing will be conducted by a hearing officer who will submit his/her findings to the Superintendent. The Superintendent will make the final decision concerning whether to change the record. A parent or student who remains dissatisfied with the final decision of the Superintendent may request that an explanatory statement be placed in the student's file explaining the basis for the disagreement. The school has a form that may be used to identify which information in the record the parent or adult student believes is inaccurate, misleading, or a violation of the student's privacy rights, and to specify why it is inappropriate.

TITLE IX AND SECTION 504 COORDINATOR

As part of the compliance program of the Wadsworth City Schools to identify, remedy, and prevent discrimination on the basis of race, color, national origin, sex, handicap, and age, the following persons have been designated as coordinators of Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973:

1. Coordinator, Title IX: Director of the Four Cities Compact, 524 Broad St., Wadsworth, OH 44281, 330-336-3571.

2. Coordinator, Section 504: Director of the Student Services, 524 Broad St., Wadsworth, OH 44281, 330-336-3571.

The above persons, as compliance coordinators, are responsible to insure that federal and state regulations relative to Title IX and Section 504 are complied with and that any complaints are dealt with promptly in accordance with the law.

EQUAL EDUCATION OPPORTUNITY

BOE Policy

The Board of Education declares it to be the policy of this District to provide an equal opportunity for all children to achieve their maximum potential through the curriculum offered in this district regardless of race, color, creed, handicap, religion, sex, ancestry, national origin, place of residence, or social or economic background.

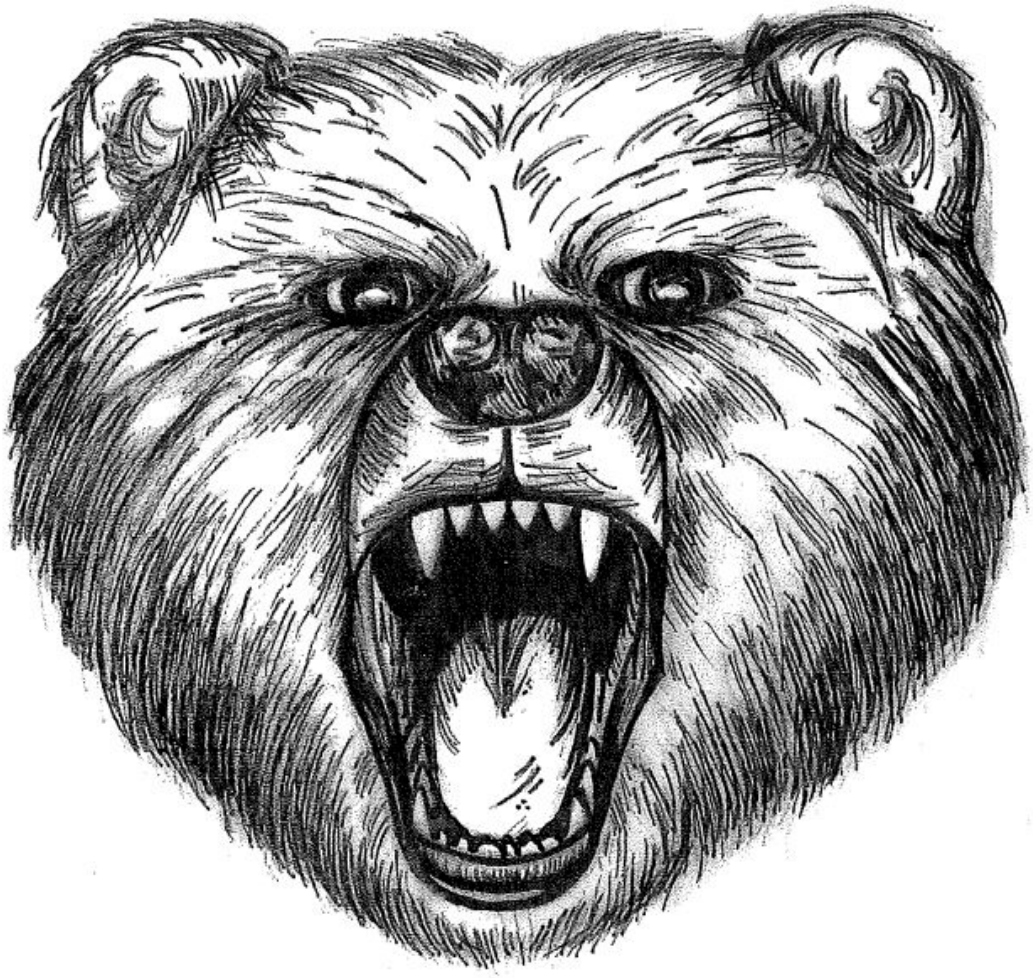
According to Wadsworth City School District Board of Education Policy 2260: Nondiscrimination and Access to Equal Educational Opportunity, the following person has been designated to handle inquiries regarding the nondiscrimination policies of the District: Director of the Four Cities Educational Compact, 524 Broad St., Wadsworth, OH 44281, 330-336-3571.

INSPECTION OF INSTRUCTIONAL INFORMATION

The Director of Instruction and Professional Development is responsible for coordinating inspections of instructional materials at each school. The Director of Instruction and Professional Development's office is located at 524 Broad St. Wadsworth, OH 44281 and can be reached at 330-336-3571.

COMMUNITY RESOURCE AGENCIES

Although there are many community service agencies which address a number of community concerns, the following are some which provide assistance for children and parents: Salvation Army, FISH, and Red Cross.



Wadsworth City Schools
ELEMENTARY
Student Handbook
2020 - 2021

ELEMENTARY BUILDINGS

Building	Principal	Secretary	Office Telephone	Attendance Telephone
Franklin	Roger Havens	Patti Keith	330-335-1470	330-335-1467
Isham	Nance Watts	Rachel Fuchs	330-335-1440	330-335-1333
Lincoln	Steve Brady	Janice Cerovac	330-335-1460	330-335-1461
Overlook	Erin Simpson	Cheryl Stoner	330-335-1420	330-335-1424
Valley View	Chris Roberts	Kristen Highland	330-335-1430	330-335-1431

SCHOOL DAY

8:55AM Students released to classrooms

9:05AM Tardy Bell: Grade K – 4

3:30PM Dismissal

MORNING SUPERVISION ~~IN THE A.M.~~

Students are not supervised until the following times. Please do not drop students off at buildings until this time. Playgrounds are not open to students before school

Franklin	8:30 AM
Isham	8:40 AM
Lincoln	8:30 AM
Overlook	8:~~35~~ 40 AM
Valley View	8:35 AM

Walkers and bikers are encouraged **not** to arrive until 8:50 AM unless they are purchasing breakfast.

District Mission Statement

The Mission of the Wadsworth City Schools, in cooperation with families, school personnel, and community, is to provide an education in a safe environment that will enable all students to reach their highest potential.

- We believe that all students have a right to an education that provides an opportunity to reach their highest potential in an ever-changing global community.
- We believe that each student's education should lead to responsible citizenship and a productive, meaningful life.
- We believe that education should be conducted in a safe environment – mentally, physically, emotionally, and socially.
- We believe families, school personnel, and the community should accept joint responsibility for educational needs of students.
- We believe that our schools should provide the best resources possible to meet the current and future needs of students.

While many of these handbook policies, procedures, and fees are outlined, the administration reserves the right to adjust, add, or delete policies, procedures, or fees during the school year if it serves the best interests of the district.

VISITORS

We welcome parent involvement and encourage your support. For the safety of all students, visitors must enter the main doors by the office and buzz to request entrance. All guests must give their name and reason for visiting before being admitted to the building. Once in the office visitors will be asked to sign in. ~~**PLEASE DO NOT GO DIRECTLY TO THE students'S CLASSROOM, CAFETERIA, OR PLAYGROUND.**~~

~~All doors will be locked once school starts.~~

Visitors joining students for lunch must provide identification and be listed as a contact on the student's Final Forms.

ATTENDANCE REQUIREMENTS

- ~~Students are urged to make doctor appointments, etc. outside of school hours.~~
- ~~Vacation requests during the school year must be approved by the building principal. Parents must present prior notice in the form of a letter or e-mail to their child's principal noting dates of absence, destination, and return to school date. Vacation will not be approved during state-mandated test weeks.~~
- ~~Vacation and unexcused absences do not require the teacher to furnish make up work and will be addressed on an individual basis.~~
- ~~Parents may be required to present a physician's statement verifying the necessity of subsequent absences.~~

EXCUSED ABSENCES:

Absence from school may at times be necessary. Below are acceptable reasons to be excused for missing school as prescribed by statutes of the State of Ohio:

1. personal illness (a written physician's statement verifying the illness may be required);
2. illness in the family necessitating the presence of the child;
3. quarantine of the home;
4. death in the family;
5. necessary work at home due to absence or incapacity of parent(s)/guardian(s);
6. observation or celebration of a bona fide religious holiday;
7. out-of- state travel (up to a maximum twenty-four (24) hours per school year that the student's school is open for instruction) to participate in a District-approved enrichment or extracurricular activity;
8. such good cause as may be acceptable to the Superintendent;

9. medically necessary leave for a pregnant student in accordance with Policy 5751; and
10. service as a precinct officer at a primary, special or general election in accordance with the program set forth in Policy 5725.

All absences, both excused and unexcused, are counted with the attendance requirement.

REPORTING ABSENCES

- Parents are required to call the school prior to 9:30 A.M. in order to report their child's absence. Attendance lines have a 24 hour a day voicemail and calls can be made anytime to report an absence.
- A written note signed by the parent or notification to the office is required if the child is dismissed during the school day.
- Parents must sign students in and out at the office if they arrive late or are dismissed early.
- If a parent doesn't call the school when the child is absent, that child will be marked as truant until a ~~required to bring a signed~~ note from home is sent to the office explaining the absence.

An unexcused absence occurs when a parent/guardian notifies the school of an absence but it does not fall into one (1) of the categories listed under excused absence above.

A student is marked truant when a parent/guardian does not contact the school and does not respond when a call is placed notifying the parent/guardian that a student is not in school.

A student who misses thirty (30) or more consecutive hours, forty-two (42) or more hours in a month or seventy-two (72) hours in a school year without a legitimate excuse is considered habitually truant and is referred to an Absence Intervention Team.

The Absence Intervention Team, which includes the student's parent/guardian(s), creates a plan to assist with the student's attendance issues. Legitimate excuses are those defined under excused absence.

LATE STUDENTS

~~Please report to the office.~~

- If your child arrives after 9:05 AM, he/she must be signed in by an adult in the main office.

EARLY DISMISSAL OF PUPILS

- Students who will be leaving early should provide a note with time of dismissal ~~present it to the school secretary upon arrival in the morning.~~ to be sent to the office in the morning when advance notice is possible.
- ~~The parent will report to the office to call for the student.~~
- All students are to be picked up and signed out in the office by a parent/guardian or other adult identified by parent.
- A note signed by the doctor/dentist is needed to verify appointments in order to be counted as an excused absence.

VACATION

- Students are permitted to go on vacation during the school year without penalty except the week of state mandated testing. The purpose of this administrative guideline is to accommodate parents who must take their vacations during the school year and the desire to enjoy that time as a family.

- Whenever a proposed absence-for-vacation is requested, parents must discuss it with the principal. The length of absence should be made clear.

- The district will only approve a student's absence for a vacation when she/he will be in the company of his/her own parent or other family relatives but not other students' parents, unless there are extenuating circumstances deemed appropriate by the principal.

- Prior to the vacation you must send written notification to the principal in order for the absence to be reviewed and approved. Student attendance will be reviewed prior to approval granted.

CAFETERIA

- Wadsworth City Schools participates in the National School Lunch and Breakfast program.
- ~~Some~~ Students may qualify for free or reduced-priced meals. Applications are available online ~~in each office~~ under Parent Information → District Forms → Food Service Forms.
- We encourage all families to apply to determine eligibility.
- Lunch and breakfast are ~~is~~ served in all buildings to students in grades K-4. ~~Breakfast is served at Franklin, Isham, and Lincoln Elementary buildings.~~
- Meal times are designated by each individual building. Menus and pricing information are posted on-line at www.wadsworthshools.org under Frequent Links: Lunch/Breakfast Menus.

- Food services operates under a Point of Sale (POS) system using the child's Student ID Number. ~~which means each student must type in their student ID# in order to purchase any item. Under POS, each student has an account. Line speed is greatly accelerated by having existing money on a student account. Therefore, parents are encouraged to send money in the form of checks to be placed on student accounts.~~
- Money can be deposited in person or online.
- Money on an account can be used ~~eligible~~ for meals and à la carte items.
- All money left on the account at the end of the school year stays with the student and will transfer to the next grade. Thus, refunds are only granted if a student withdraws.
- POS has the ability to block specific purchases or honor parental requests.
- Students can charge lunch when they do not have money on their account. Unpaid balances turn into student fees at the end of the school year.

CAFETERIA PROCEDURES

- Students are expected to use good manners and conduct themselves responsibly in the lunchroom.
- Students are to sit at the assigned tables for their grade levels.
- Students will be expected to clean up their area and raise their hands to request to be excused.
- Students are not to bring soda pop to school for lunch.
- For safety reasons no glass containers are permissible.
- ~~Due to banks refusal we cannot accept Canadian coins.~~
- We encourage you to join us for lunch with your student, however, no outside food ~~can~~ may be brought in for lunch. Example: McDonald's, Wendy's, etc. If you would like to purchase a lunch to eat with your child, please contact the office by 9:30 AM.

BUS RIDERS

- Bus riders will be put on the bus unless the office is notified prior to the bus dismissal by note or phone call from the parents of alternate end of day transportation plans.
- ~~Students not riding the bus will be released at dismissal and should be picked up and signed out at the office unless prior written notice has been given.~~
- If there is a change in transportation plans, a written note by the parent/guardian must be submitted to the office ~~early in the morning~~ ~~***each***~~

identifying the day(s) of the change in transportation. **IF NO NOTE IS RECEIVED, YOUR CHILD WILL BE SENT HOME BY REGULAR MEANS OF TRANSPORTATION.**

- If someone other than a parent/guardian will be picking up student(s), please identify them in the note. That person must have proper identification to show to a school employee before student(s) will be released to him/her. ~~The above also applies to walkers.~~

WALKERS

- ~~We encourage students to walk home every day.~~
- ~~students are not permitted to play on the playground after school unless supervised by a parent.~~
- students that are walkers ~~will be asked to~~ should walk on the sidewalks and designated walkways. They will not be permitted to walk through the parking lot or between parked cars. They are expected to go directly home.

BIKE & SCOOTER RIDERS

- Students are encouraged to wear helmets.
- Bikes and scooters must be parked in the bike rack.
- Students are expected to walk their bikes and scooters while on school property.

ITEMS FROM HOME

- ~~Toys~~, Cell phones, electronic games or other electronic devices are ~~not permitted~~ discouraged in school. ~~Items will be confiscated until a parent picks them up in the office.~~ The security of these devices is the sole responsibility of each student.

- Students should not bring toys from home unless permitted by teacher for special event. Items may be easily lost, stolen, or broken and cause classroom distractions. School personnel cannot assume responsibility for missing items.

BIRTHDAY CELEBRATIONS:

- In ~~support of~~ compliance with our district Health and Wellness policy and allergies, food treats are not permitted. Stickers, pencils, erasers or other non-edible treats are welcome to be distributed instead.
- ~~Also, please do not send~~ Birthday invitations cannot be passed out at school ~~out in class~~ unless every student receives one.
- Student addresses cannot be provided to families.

LOST & FOUND

- Students should check the lost and found periodically for missing items.
- Parents are encouraged to label all student items (coats, boots, lunchboxes, bookbags, etc.) with the student's name.
- At breaks in school (Winter, Spring Break, Summer) leftover items are donated.

MEDICATIONS

- Before any prescription medication may be given to a student by school personnel, a medical form requesting the administration of medication must be completed and signed by the doctor. This form is available in the office.

- An over-the-counter form must be ~~signed~~ completed by the parent/guardian if over-the-counter medications need to be administered.

- All medications must remain in the original packaging or RX bottle with label.

- Students carrying their own inhalers or Epi-Pens must also have a medication form on file.

SCHOOL CLOSING

- In the event of school closing or two-hour delay, accurate information will be made available to parents and staff members through the following stations: WEWS TV 5, FOX TV 8, WKYC TV 3, WOIO/WUAB TV 19, ohio.com and WAKR/WQX.

- The *AlertNow*@ Phone Calling System will also be utilized.

- ~~The Wadsworth City Schools are NOT part of the Medina County School system.~~

~~**SPEECH AND LANGUAGE THERAPY**~~

~~Individual and small group sessions are available to those students who qualify. All new Kindergarten students are screened to determine eligibility for these services.~~

~~**I/SGI TUTORING**~~

~~This special education program provides extra academic support for students with Specific Learning Disabilities.~~

SCHOOL HEALTH SERVICES

Screenings:

- This school year, vision and hearing screenings will be done in preschool, kindergarten, grade 1, and grade 3. These are state mandated screenings for all students in these grades.
- Vision or hearing screenings may also be done as a result of a school staff or parent referral in any grade.
- For more information on school screenings, go to www.wadsworthschools.org , click on "Departments", then click on "School Health Services" on the WCS web page.

SCREENING EXEMPTION:

- Any child may be exempted from the school hearing screening ~~by providing proof to the school by September 15th that he/she has been examined by a physician within the past 12 months with a note stating your request.~~ through parent request.
- A child may be exempted from the school vision screening ~~by providing proof to the school by September 15th that he/she has been examined by a physician or optometrist within the past 12 months with a note stating your request.~~ through parent request.

HEALTH AIDES

- All schools will have a School Health Aide in the clinic for several hours a day.
- The School Health Aide has been trained in basic first aid, will administer medications and do vision and hearing screenings.
- The School Nurse will supervise the School Health Aides.
- Please contact the ~~School~~ District Nurse by calling 330.335.1403, extension 55142, if you have questions or concerns about your child's medical condition.

~~OASIS TUTORS~~

~~Senior Citizen volunteers build literacy skills with teacher-selected first and second graders. The volunteers are trained and work with individual students.~~

PARENT/TEACHER CONFERENCES

- September 30, 2020: 4:30 - 8:00
- October 15: 11:30 - 7:00
- November 3: 8:10 - 3:40
- February 2, 2021: 4:30 - 8:00
- ~~Parent conference is an opportunity to arrive at a mutual understanding and a working relationship with school personnel.~~

- ~~Concerns need not wait until the conference days. It is desirable to discuss problems and concerns as they arise. Contact your child's teacher to make arrangements.~~

~~For dates and times, check our district calendar on our school website www.wadsworthcityschools.org.~~

GRADING PERIODS:

Trimester 1: Aug 20, 2020 – Nov 13, 2020
Trimester 2: Nov 16, 2020 – February 26, 2021
Trimester 3: March 1, 2021 – May 27, 2021

GRADING SYSTEMS

- Standards-Based Report Cards are used in Grades K-2 to share information about your child's progress toward Ohio Content Standards.

1 = Beginning Standard
2 = Approaches Standard
3 = Meets Standard
- (minus) = Area of concern

- Grades 3 & 4 ~~use traditional A-F scale~~

93 – 100	A
90 - 92	A-
87 – 89	B+
83 - 86	B
80 - 82	B-
77 - 79	C+
73 - 76	C
70 - 72	C-
67 - 69	D+
63 – 66	D
60 – 62	D-
0 – 59	F

TECHNOLOGY

- 1:1 Device for PS - Grade 1: iPads
- 1:1 Device for Grades 2-4: Chromebooks
- Students use technology tools to do research, practice skills, and to create projects.

- All students are expected to use the technology provided to Wadsworth City Schools in an approved, ethical manner in accordance with Board Policy 7540.03 for completion of classroom assignments.
- Board Policy concerning the use of technology is available at http://www.neola.com/wadsworth-oh/. Students who misuse technology through damage, maliciousness, non-educational use, cheating, bypassing the Internet content filter or excessive printing will be subject to immediate disciplinary action.

GUIDANCE COUNSELING

- A counselor is available for classroom and small group counseling throughout the year. If you have concerns, please call your student's school.

STUDENT SERVICES

- This department oversees special education, home instruction, tutoring, speech therapy, testing, and kindergarten screening for the district.
- This department is at the Administrative Office (330-336-3571).

PARENT VOLUNTEERS

- Any individual who wishes to volunteer in our Kindergarten through 4th grade classes *may* need to complete a background check and be Board approved.
- Ohio Revised Code requires both the BCI (Ohio) and FBI (National) checks.
- Parents who volunteer ~~and have ***no*** unsupervised interaction~~ solely within the classroom under direct supervision of a staff member ~~with students~~ do not need background checks. (ie Classroom Parties, Lunch Visitors)
- Parents who volunteer ~~and have unsupervised interaction~~ outside of the classroom and/or interact with students for any length of time without direct supervision by a WCS employee will need to complete a background check and be Board approved. (ie Field Trips, Variety Show, Reading Groups, etc)
- Please notify your building principal if you are interested in being a parent volunteer.

~~STUDENT CODE OF CONDUCT - also applies as students travel to and from school (A full list of transportation rules and procedures can be found by visiting the Wadsworth City School District Transportation Department homepage at http://www.wadsworth.k12.oh.us/administration/12.).~~

~~It is the policy of the Wadsworth City School District Board of Education to have zero tolerance for violent, disruptive, or inappropriate behavior, including excessive truancy. The Board believes that discipline in the school provides each student with the most favorable atmosphere for learning. It recognizes that the incorporation of limits and controls by individual students is an important part of the learning process. It believes that limits on the individual are necessary for the orderly function of any society. Rules and regulations are necessary for the orderly function of an orderly and safe school environment that is conducive to teaching and learning.~~

~~It is considered a fundamental understanding by each student and his/her parents that any teacher or school official has not only the right, but the duty, to insist on good behavior. The right of discipline extends to all areas of the school program. Ultimately, however, the conduct of a student is the legal responsibility of his/her parents or guardians. One of the most important lessons education should teach is discipline. While it does not appear as a subject, it underlies the entire education structure. It is the training that develops self-control, character, orderliness, and efficiency. It is the key to good conduct and proper consideration for other people.~~

Wadsworth City School District

Bylaws & Policies

5610 - REMOVAL, SUSPENSION, EXPULSION, AND PERMANENT EXCLUSION OF STUDENTS

5610 - **REMOVAL, SUSPENSION, EXPULSION, AND PERMANENT EXCLUSION OF STUDENTS**

The Board of Education recognizes that exclusion from the educational program of the schools, whether by emergency removal, out- of-school suspension, expulsion, or permanent exclusion, is the most severe sanction that can be imposed on a student in this District, and one that cannot be imposed without due process. However, the Board has zero tolerance of violent, disruptive or inappropriate behavior by its students.

No student is to be removed, suspended out-of-school, expelled and/or permanently excluded unless his/her behavior represents misconduct as specified in the Student Code of Conduct/Student Discipline Code approved by the Board. The Code shall also specify the procedures to be followed by school officials when implementing such discipline. In addition to the procedural safeguards and definitions set forth in this policy and the student/parent handbook, additional procedures and considerations shall apply to students identified as disabled under the IDEA, ADA, and/or Section 504 of the Rehabilitation Act of 1973. (See Policy 5605 "Suspension/Expulsion of Disabled Students.")

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 that have occurred on property owned or controlled by the Board, or conduct that, regardless of where it occurs, is directed at a District official or employee, or the property of such official or employee.

For purposes of this policy and the Student Code of Conduct/Student Discipline Code, the following shall apply:

A. "Emergency removal" shall be the exclusion of a student who poses a continuing danger to District property or persons in the District or whose behavior presents an on-going threat of disrupting the educational process provided by the District. (See Policy 5610.03 "Emergency Removal")

B. "Suspension" shall be the temporary exclusion of a student by the Superintendent, principal, assistant principal, or any other administrator from the District's instructional program for a period not to exceed ten (10) school days. Suspension shall not extend beyond the current school year, if at the time a suspension is imposed, fewer than ten (10) days remain in the school year.

The Superintendent may instead require a student to participate in a community service program or another alternative consequence for a number of hours equal to the remaining part of the period of the suspension. The student shall be required to begin such community service program or alternative consequence during the first full week day of summer break.

The Superintendent may develop a list of appropriate alternative consequences, and set forth such list in the applicable guidelines.

In the event, the student fails to complete the required community service or the assigned alternative consequence, the Superintendent may determine the next course of action. Such course of action, however, shall not include requiring the student to serve the remaining time of the suspension at the beginning of the following year.

The procedures for suspension are set forth in the Student Code of Conduct/Student Discipline Code and Policy 5611 - Due Process Rights.

Students are permitted to make up all work missed during a suspension for full credit.

C. "Expulsion" shall be the exclusion of a student from the schools of this District for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in a semester or term in which the incident that gives rise to the expulsion takes place or for one (1) year as specifically provided in this policy and the Student Code of Conduct/Student Discipline Code. Only the Superintendent may expel a student. The procedures for expulsion are set forth in the Student Code of Conduct/Student Discipline Code and Board Policy 5611 "Due Process Rights".

1. **Firearm or Knife**

Unless a student is permanently excluded from school, the Superintendent shall expel a student from school for a period of one (1) year for bringing a firearm or knife capable of causing serious bodily injury to a school building or on to any other property (including a school vehicle) owned, controlled, or operated by the Board, to an interscholastic competition, an extra-curricular event, or to any other school program or activity that is not located in a school or on property that is owned or controlled by the Board, except that the Superintendent may reduce this period on a case-by-case basis in accordance with this policy. Similarly, the Superintendent shall expel a student from school for a period of one (1) year for possessing a firearm or knife capable of causing serious bodily injury at school or on any other property (including a school vehicle) owned, controlled, or operated by the Board, at interscholastic competition, an extra-curricular event, or at any other school program or activity that is not located in a school or on property that is owned or controlled by the Board, except the Superintendent may reduce this period on a case-by-case basis in accordance with this policy. The expulsion may extend, as necessary, into the school year following the school year in which the incident that gives rise to the expulsion takes place. The Superintendent shall refer any student expelled for bringing a firearm (as defined in 18 U.S.C. 921(a)(3)) or weapon to school to the criminal justice or juvenile delinquency system serving the District.

A firearm is defined as any weapon, including a starter gun, which 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 silencer, or any destructive device. A destructive device, includes, but is not limited to any explosive, incendiary, or poison gas, bomb,

grenade, rocket having a propellant charge of more than four (4) ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or other similar device.

A knife capable of causing serious bodily injury is defined as any weapon or cutting instrument consisting of a blade fastened to a handle; a razor blade; or any similar device (including sharp, metal martial arts weapons such as ninja throwing stars) that is used for, or is readily capable of, causing death or serious bodily injury.

The Superintendent may, in his/her sole judgment and discretion, modify or reduce such expulsion in writing, to a period of less than one(1) year, on a case-by-case basis, upon consideration of the following:

a. Applicable State or Federal laws and regulations relating to students with disabilities (for example, where the incident involves a student with a disability and the misconduct is determined by a group of persons knowledgeable about the child to be a manifestation of the student's disability);

b. The degree of culpability given the age of the student and its relevance to the misconduct and/or punishment and/or evidence regarding the probable danger posed to the health and safety of others, including evidence of the student's intent and awareness regarding possession of the firearm or knife capable of causing serious bodily injury and/or

c. The academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.

2. **Violent Conduct**

If a student commits an act at school, on other school property, at an interscholastic competition, extra-curricular event, or any other school program or activity and the act:

a. would be a criminal offense if committed by an adult;

and

b. results in serious physical harm to person(s) as defined in R.C. 2901.01(A)(5), or to property as defined in R.C. 2901.01(A)(6)

the Superintendent may expel the student for a period of up to one (1) year. The Superintendent may extend the expulsion into the next school year or reduce the expulsion as necessary on a case-by-case basis as specified below. The student need not be prosecuted or convicted of any criminal act to be expelled under this provision.

The Superintendent may, in his/her sole judgment and discretion, reduce such expulsion to a period of less than one (1) year, on a case-by-case basis, upon consideration of the following:

a. Applicable State or Federal laws and regulations relating to students with disabilities (for example, where the incident involves a student with a disability and the misconduct is determined by a group of persons knowledgeable about the child to be a manifestation of the student's disability);

or

b. other extenuating circumstances, including, but not limited to, the academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.

If at the time of the expulsion, there are fewer days remaining in the school year than the number of days of the expulsion, the Superintendent may apply any or all of the remaining period to the following school year.

2. **Bomb Threats**

If a student makes a bomb threat to a school building or to any premises at which a school activity is occurring at the time of the threat, the Superintendent may expel the student for a period of up to one (1) year. The Superintendent may extend the expulsion into the next school year or reduce the expulsion as necessary on a case-by-case basis as specified below. The student need not be prosecuted or convicted of any criminal act to be expelled under this provision.

The Superintendent may, in his/her sole judgment and discretion, reduce such expulsion to a period of less than one (1) year, on a case-by-case basis, for the following reasons:

a. for students identified as disabled under the IDEA, ADA, and Section 504 of the Rehabilitation Act of 1973, upon recommendation from the group of persons knowledgeable of the student's educational needs;

or

b. other extenuating circumstances, including, but not limited to, the academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.

If at the time of the expulsion, there are fewer days remaining in the school year than the number of days of the expulsion, the Superintendent may apply any or all of the remaining period to the following school year.

B. "Permanent exclusion" shall mean the student is banned forever from attending a public school in the State of Ohio. (See Policy 5610.01)

If a student is expelled for more than twenty (20) school days or for any period of time that extends into the next school year, the Superintendent shall provide the student and his/her parents with the names, addresses, and telephone numbers of those public or private agencies in the community which offer programs or services that help to rectify the student's behaviors and attitudes that contributed to the incident(s) that caused the expulsion.

If the Superintendent determines that a student's behavior on a school vehicle violates school rules, s/he may suspend the student from school bus-riding privileges for the length of time deemed appropriate for the violation and remediation of the behavior. Any such suspension must comply with due process and the Student Code of Conduct/Student Discipline Code.

The Board authorizes the Superintendent to provide for options to suspension/expulsion of a student from school which may include alternative educational options.

The Superintendent shall initiate expulsion proceedings against a student who has committed an act that warrants expulsion under Board policy even if the student withdraws from school prior to the hearing or decision to impose the expulsion. The expulsion must be imposed for the same duration it would have been had the student remained enrolled.

The Board may temporarily deny admittance to any student who has been expelled from the schools of another Ohio district or an out-of-state district, if the student's expulsion period set by the other district has not expired. The expelled student shall first be offered an opportunity for a hearing. This provision also applies to a student who is the subject of a power of attorney designating the child's grandparent as the attorney-in-fact or caretaker authorization affidavit executed by the child's grandparent and is seeking admittance into the schools of this District in accordance with Policy 5111.

The Board may temporarily deny admittance to any student who has been suspended from the schools of another Ohio district, if the student's suspension period set by the other district has not expired. The suspended student shall first be offered an opportunity for a hearing before the Board.

When a student is expelled from this District, the Superintendent shall send written notice to any college in which the expelled student is enrolled under Postsecondary Enrollment Options at the time the expulsion is imposed. The written notice shall indicate the date the expulsion is scheduled to expire.

If the expulsion is extended, the Superintendent shall notify the college of the extension.

The Superintendent may require a student to perform community service in conjunction with or in place of a suspension or expulsion. The Board may adopt guidelines to permit the Superintendent to impose a community service requirement beyond the end of the school year in lieu of applying the expulsion into the following school year.

Searches

In accordance with Policy 5771, school officials may search a student or a student's property when there are reasonable grounds to suspect the presence of contraband that violates the law or school rules. Dogs trained in the detection of illegal drugs and/or weapons may patrol school facilities and premises. A dog altering to an object is considered reasonable grounds for a search. Vehicles on school property are also subject to search. Student lockers are the property of the Board and are subject to search based on reasonable suspicion of the violation of the law or school rules and to random searches without regard to reasonable suspicion.

Times and Places Applicable

Unless otherwise noted in the individual section, this code shall be applicable to any conduct: on school grounds or property adjacent to school grounds; during, before and after school hours, on school grounds at any other time when the school or the school grounds are being used by a school-related group; off school grounds at a school-sponsored activity, function or event; on a school bus or conveyance; or at any other time when the student is subject to the authority of the school. The rules and standards also apply to conduct off school premises which is connected to activities or incidents that have occurred on school property. The rules and standards also apply to any misconduct, regardless of where it occurs, that is directed at a District employee or official or the property of such employee or official.

Substantive Provisions

Misconduct for which suspension/expulsion may be imposed:

A. Tobacco: students shall not possess, use, transmit, conceal or sell cigarettes or tobacco. State law prohibits students from smoking in any school building. This includes possession or the use of matches and/or lighters. No warning will be given for smoking violations. A student is considered smoking when seen with a cigarette, leaving a discarded one or any other evidence indicating smoking.

B. Dress and Appearance: Students shall not violate school rules relating to dress and appearance. Students shall attend school dressed in a manner which is clean, not hazardous to their safety or the safety of others, and which does not distract from the educational environment.

C. Truancy, Tardiness or Class Cutting: Students shall not be absent from all or any portion of the regularly scheduled classes or other mandatory activities without school authorization and parental consent. A student is considered tardy to first period if s/he is not in his/her assigned seat when the late bell rings.

D. Profane, Vulgar or Improper Language or Gestures: Students shall not speak or write profane, vulgar, derogatory, demeaning or other improper or inappropriate language, or use profane, vulgar or other improper inappropriate gestures or signs or engage or attempt to engage in profane, vulgar or other improper or inappropriate actions. Student attire containing profanity or obscenity is prohibited.

E. Insubordination (also referred to as Failure to Comply with Directives): This is defined as failing to follow the directives of school personnel or otherwise acting in defiance of school authority. Students

shall comply with directives, requests and orders of teachers, student teachers, substitute teachers or other appropriate school personnel.

F. Failure to Accept Discipline or Punishment: Students shall not refuse to accept discipline or punishment from teachers, student teachers, substitute teachers, educational aides, bus drivers, principals or other appropriate school personnel.

G. Harassment, Hazing and/or Sexual Harassment: Students shall not threaten, act or participate in or attempt to threaten, act or participate in an act or acts that injures, degrades, disgraces or tends to injure, degrade or disgrace any student. This includes any unwanted sexual advances which may be verbal, visual or physical contact.

H. Violations of School Bus Conduct Requirement: Students shall not act or participate in any act or acts or attempt to act or participate in any act which poses or tends to pose a danger to the safe operation of a school bus or conveyance, including, but not limited to, failing to remain seated, throwing objects as passengers, the driver or out of the window, extending arms or objects out of the window, shouting and other disorderly conduct which could cause physical harm, emotional stress or diversion of the driver's attention.

I. Disrespect: Students shall not act so as to intimidate, insult or otherwise abuse, orally or in writing, any member of the school staff or student body.

J. Disruption of School: Students shall not by use of violence, force, noise, coercion, threat, harassment, intimidation, fear, passive resistance or any other conduct, cause, attempt or threaten to cause the disruption or obstruction of any lawful mission, process, activity or function of the school. Students shall not urge other students to engage in such conduct for the purpose of causing, attempting or threatening to cause the disruption or obstruction of any lawful mission, process, activity or function of the school. While this list is not intended to be all-inclusive, the following acts illustrate the kinds of misconduct prohibited by this rule:

1. occupying any school building, school grounds or part thereof;

2. blocking the entrance or exit of a school building or corridor or room therein;

3. setting fire or attempting to set fire to or damaging or attempting to damage or defacing or attempting to deface any school building or property;

4. making, by telephone call, letter or other means, a threat to damage or destroy any school property or to disrupt any school-sponsored or related activity, function or event on or off school grounds. Any bomb threat to a school building, or to any premises at which a school activity is occurring will subject the offender to a one-year (1) expulsion;

5. activating or attempting to activate an emergency alarm system in the absence of an emergency;

6. preventing or attempting to prevent by physical act or verbal utterance the convening or continuing function of any school, class or activity or any lawful meeting or assembly on or off the school property;

7. preventing or attempting to prevent students from attending a class or any school-sponsored or related activity or event;

8. except under the direct instruction of the principal or other authorized school personnel, blocking pedestrian or vehicular traffic on school property or at the site of any school-sponsored activity or event; or

9. continuously making noise or acting in a manner so as to interfere with a teacher's ability to conduct a class or an extracurricular activity.

K. Damage, Destruction, Theft or Unauthorized Removal of School Property: Students shall not cause or attempt to cause damage to school property or steal or attempt to steal school property or engage in or attempt to engage in or participate or attempt to participate in the unauthorized removal of school property.

L. Damage, Destruction, Theft, or Unauthorized Removal of Private Property: Students shall not cause or attempt to cause damage to private property of students, teachers, school personnel or other persons or steal or attempt to steal private property or engage or attempt to engage in or participate or attempt to participate in the unauthorized removal of private property.

M. Physical or Verbal Assault on or Abusive Language Toward a School Employee, Authorized Visitor or Another Student: Intentionally or recklessly causing or threatening physical or emotional harm to another student or behaving in such a manner as to present an imminent risk of such harm. Students shall not use vulgar, profane or abusive gesture toward any school employee, authorized school visitor or another student, not cause or attempt to cause physical injury, or behave in such a way as could threaten to cause physical injury to a school employee, authorized school visitor or another student.

N. Weapons, Dangerous Instruments, Fireworks and Explosives: Students shall not violate this District's policy against dangerous weapons in school Policy 5772. Students shall not use, possess, handle, transmit, sell, conceal or barter for, or bring upon school grounds, to a school activity or on to a school vehicle any object that can be classified as a weapon or dangerous instrument. Weapons and dangerous instruments shall include any object which is used or may be used to inflict physical harm or property damage or to threaten to inflict such harm or damage. Items that have the appearance of a weapon or dangerous instrument are also prohibited.

Students shall not possess, handle, transmit, conceal, sell or barter for, or bring upon school grounds, to a school activity or on to a school vehicle any fireworks, explosives, inflammables, munitions or other objects that could cause physical harm or property damage. Students shall not ignite, explode, detonate or attempt to ignite, explode or detonate fireworks, explosions, munitions, inflammables or other objects that could cause physical harm or property damage.

Violations of this section of the Student Code of Conduct may be subject to a one-year (1) or more expulsion as detailed in policy 5772. Violations of this section will also result in notification to the registrar of motor vehicles and the county juvenile judge.

O. Narcotics, Alcoholic Beverages, Look-Alike Drugs and Stimulant or Depressant Drugs:

1. Students shall not possess, use, transmit, sell, conceal, or consume any alcoholic beverage or intoxicant or any of the drugs of abuse while on school property and/or involved in school activities. Likewise, students shall not consume or have discernible odor of any alcoholic beverages or intoxicant or drug of abuse at a time before the student's arrival at school or a school-sponsored or related event or activity. Examples of drugs of abuse include, but are not limited to, narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, glue, butane, cocaine, nonmedically prescribed anabolic steroids or other substances that could modify behavior.

Where a student is found to have violated this paragraph by using or consuming unauthorized drugs, drugs of abuse or intoxicants, s/he may be required to submit a letter from a psychiatrist or physician stating that the student is physically and mentally able to resume his/her studies prior to his/her reentry on the school premises or participation in school-related activities.

Use of drugs as authorized by a medical prescription from a licensed physician shall not be considered in violation of this rule provided proper documentation has been completed and filed with the school office. However, selling, transferring or otherwise providing prescription drugs to a student to whom the drugs are not prescribed is a violation of this rule.

2. Students shall not possess, use, transmit, sell, consume or conceal any drug or look-alike drugs of abuse, instruments or drug paraphernalia (i.e., hypodermic needle, syringe, water pipe, roach clip, etc.).

3. Students who are knowingly in the presence of other students who are engaging in substance abuse and who fail to report such substance abuse to school authorities may also be in violation of this policy forbidding alcohol and drug use.

4. Violations of this section may also result in notification to the registrar of motor vehicles and the county juvenile judge.

P. Trespass:

1. Students shall not enter upon school grounds or premises of a school building to which the students are not assigned during or after school hours except with the express permission of the school principal of that building or to attend or participate in a school-sponsored event in which their regularly assigned school is involved or where students from their regularly assigned school have been invited to attend or participate.

2. Students already under suspension, expulsion or emergency removal shall not enter upon grounds or premises of the students regularly assigned or other school buildings without the express permission of the principal.

Q. Misconduct Away From School: Students who sell or transmit any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, cocaine, marijuana or other controlled substance or drug of abuse off school property or at a nonschool-sponsored or related activity, function or event, or on school property before or after school, may in accordance with the procedures set forth in R.C. 3313.66, be subject to suspension or expulsion from school if the Superintendent determines that the student's continued presence in the school is reasonably certain to disrupt or interfere with the educational process or endanger the health or safety of the students or others.

Students who engage in an assault upon a school employee or other student off school property, at a nonschool-sponsored or related activity, function or event, or on school property before or after school hours may, in accordance with the procedures set forth in R.C. 3313.66, be subject to suspension or expulsion from school if it is determined that the student's continued presence in the school is reasonably certain to disrupt or interfere with the educational process or endanger the health or safety of the students or others.

R. Falsification or Misstatement of Facts or Other Information: Students shall not forge the writing of another or falsely use the name of another person or falsify times, dates, grades, addresses or other data on school forms or school-related correspondence. Cheating and/or plagiarism on school assignments is considered fraud. Lying is considered fraud.

S. Gambling: Students shall not engage in or promote games of chance, placing bets or risk anything of value.

T. Obtaining Property or Things of Value by Use of Coercion and Related Misconduct: Students shall not use or attempt to use an express or implied threat, violence, harassment, coercion or intimidation to obtain money or any other type of property belonging to another student, a school employee or others.

U. Public Display of Affection or Sexual Acts: Students shall not engage in kissing, embracing or any sexual acts or displays not appropriate to the educational environment.

V. Repeated Violations: Students who repeatedly engage in acts which violate this code shall be subject to more severe punishment, including suspension or expulsion, for subsequent violations. The District shall be entitled to maintain records of each student's misconduct and consider such records in arriving at the type and severity of punishment to be imposed for a violation of this code.

W. Violation of Rules: Students shall not violate the policies of the Board, school rules, classroom rules or regulations. Such policies and rules and regulations will be posted in a conspicuous place. Students are responsible for becoming familiar with those items.

X. Personal Communication Devices: Students are not permitted to use personal communication devices in a manner contrary to Wadsworth City School District Policy 5136: Personal Communication Devices. Personal communication devices include: computers, tablets (e.g., iPads and similar devices), electronic readers ("e-readers"; e.g., Kindles and similar devices), cell phones (e.g., mobile/cellular telephones, smartphones (e.g., BlackBerry, iPhone, Android devices, Windows Mobile devices, etc.)), telephone paging devices (e.g., beepers or pagers), and/or other web-enabled devices of any type.

Y. Aiding and Abetting: Aiding and abetting any violation of this Student Code of Conduct will result in disciplinary action.

Z. Failure to Provide Evidence/Providing False Information/Lying: Students are expected to be honest concerning violations of the Code of Conduct and to help school officials establish the truth about a possible violation of the Student Code of Conduct. In establishing the facts concerning an incident, students shall be expected to cooperate with school officials. Students shall not give or assist in giving false or fictitious accounts to any school official, policy official, fire official or any other person acting in an official or lawful capacity.

AA. Violating Acceptable Use Policy: Students shall not use school-owned computers in a manner that violates the school's Acceptable Use Policy.

BBB. Violation of Student Publications Policy: Students shall not violate the Student Publications Policy, Policy 5722, with respect to content of student and nonstudent publications and requirements before distributing such publications.

CCCC. Other Misconduct: Any misconduct which is contrary to the school's educational mission is prohibited.

A copy of this policy is to be posted in a central location in each school and made available to students and parents upon request. Key provisions of the policy should also be included in the parent-student handbook.

Legal
R.C. 2919.222, 3313.534, 3313.649, 3313.66, 3313.661, 3313.662, 3313.663
R.C. 3313.664, 3321.13 (B)(3) and (C),3327.014
18 U.S.C. Section 921
20 U.S.C. 3351, 20 U.S.C. 7151, 20 U.S.C. 8921

Wadsworth City School District
Bylaws and Policies

5611 - DUE PROCESS RIGHTS

The Board of Education recognizes that students have limited constitutional rights when it comes to their education.
Accordingly, the Board establishes the following procedures:

A. **Student subject to suspension:**

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 provided 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.

4. Within one (1) school day of the suspension the Superintendent, principal, or other administrator will notify the parents, guardians, or custodians of the student. The notice will include the reasons for the suspension and the right of the student, parent, guardian, or custodian to appeal to the Board or its designee; the right to be represented at the appeal; and the right to request the hearing be held in executive session if before the Board. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the suspension to the Board or its designee, such notice of appeal shall be filed, in writing, with the Treasurer of the Board or the Superintendent within five (5) calendar days after the date of the notice to suspend. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.

5. Notice of this suspension will also be sent to the:

    a. Superintendent;

    b. student's school record (not for inclusion in the permanent record).

6. If a student leaves school property without permission immediately upon violation (or suspected violation) of a provision of the Student Code of Conduct/Student Discipline Code or prior to an administrator conducting an informal hearing as specified above, and the student fails to return to school on the following school day, the principal, assistant principal, Superintendent, or any other administrator, may send the student and his/her parent(s)/guardian(s) notice of the suspension, and offer to

provide the student and/or his/her parents an informal hearing upon request to discuss the reasons for the suspension and to allow the student to challenge the reasons and to explain his/her actions, any time prior to the end of the suspension period.

Appeal of Suspension to the Board or its designee

The student who is eighteen (18) or older or the student's parent(s) or guardian(s) may appeal the suspension to the Board or its designee. They may be represented in all such appeal proceedings.

A verbatim record will be kept of the hearing which may be held in executive session at the request of the student, parent, or guardian, if held before the Board.

The procedure to pursue such appeal will be provided in regulations approved by the Superintendent. Notice of appeal must be filed, in writing, with the Treasurer or the Superintendent within five (5) calendar days after the date of the notice to suspend.

While a hearing before the Board may occur in executive session, the Board must act in public.

Appeal to the Court

Under Ohio law, appeal of the Board's or its designee's decision may be made to the Court of Common Pleas.

B. **Students subject to expulsion:**

When a student is being considered for expulsion by the Superintendent:

1. The Superintendent will give the student and parent, guardian, or custodian written notice of the intended expulsion, including reasons for the intended expulsion.

2. The student and parent or representative have the opportunity to appear before the Superintendent or designee to challenge the proposed action or to otherwise explain the student's actions. The written notice will state the time and place to appear, which must not be earlier than three (3) school days nor later than five (5) school days after the notice is given, unless the Superintendent grants an extension upon request of the student or parent.

3. Within one (1) school day of the expulsion, the Superintendent will notify the parents, guardians, or custodians of the student and Treasurer of the Board. The notice will include the reasons for the expulsion and the right of the student, parent, guardian, or custodian to appeal to the Board or its designee; the right to be represented at the appeal; and the right to request the hearing be held in executive session if before the Board. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the expulsion to the Board or its designee, such notice

of appeal shall be filed, in writing, with the Treasurer of the Board or the Superintendent within fourteen (14) calendar days after the date of the notice of expulsion. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.

Appeal of Expulsion to the Board

A student who is eighteen (18) or older or a student's parent(s) or guardian(s) may appeal the expulsion by the Superintendent to the Board or its designee. They may be represented in all such appeal proceedings and will be granted a hearing before the Board or its designee.

A verbatim record will be kept of the hearing which may be held in executive session at the request of the student, parent, or guardian, if it is held before the Board.

The procedure to pursue such appeal will be in accordance with regulations approved by the Superintendent. Notice of appeal must be filed, in writing, within fourteen (14) calendar days after the date of the Superintendent's decision to expel with the Treasurer of the Board or the Superintendent.

While a hearing before the Board may occur in executive session, the Board must act in public.

Appeal to the Court

Under State law, the decision of the Board or its designee may be further appealed to the Court of Common Pleas.

C. **Students subject to emergency removal:**

Students whose conduct warrants emergency removal shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.03 - Emergency Removal.

D. **Students subject to permanent exclusion:**

Students whose conduct is that for which permanent exclusion is warranted shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.01 - Permanent Exclusion of Nondisabled Students.

E. **Students subject to suspension from bus riding/transportation privileges:**

Student whose conduct warrant suspension from bus riding and/or transportation services shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.04 - Suspension of Bus Riding/Transportation Privileges.

The Superintendent shall ensure that all members of the staff use the above procedures when dealing with students. In addition, this statement of due process rights is to be placed in all student handbooks in a manner that will facilitate understanding by students and their parents.

These procedures shall not apply to in-school disciplinary alternatives including in-school suspensions. An in-school suspension is one served entirely in a supervised learning

environment within a school setting. Nor shall these disciplinary alternative procedures apply to students who are prohibited by authorized school personnel from all or part of their participation in co-curricular, interscholastic, and/or noninterscholastic extra-curricular activities.
Revised 5/11/09
Revised 4/9/18
© Neola 2018

Legal
R.C. 3313.20, 3313.66, 3313.661

Civil Rights Compliance

According to Wadsworth City School District Board of Education Policy 2260: Nondiscrimination and Access to Equal Educational Opportunity, the following people have been designated to handle inquiries regarding the non-discrimination policies of the District:

Director of the Four Cities Educational Compact
524 Broad St.
Wadsworth, OH 44281
330-336-3571

Director of Student Services
524 Broad St.
Wadsworth, OH 44281
330-336-3571

Directory Information

According to Wadsworth City School District Board of Education policy 8330: Student Records, the District intends to make available, upon request, certain information known as "directory information". The Board designates as student "directory information": a student's name. Directory information shall not be provided to any organization for profit-making purposes. Parents and eligible students may refuse to allow the Board to disclose any or all of such "directory information" upon written notification to the Board within fourteen (14) days after receipt of this communication.

District Bullying Policy

According to Wadsworth City School District Board of Education Policy 5517.01: Bullying and other Forms of Aggressive Behavior.

Harassment, intimidation, or bullying behavior by any student in the Wadsworth City School District is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. "Harassment, intimidation, or bullying", in accordance with R.C. 3313.666 means any intentional written, verbal, graphic or physical act including electronically transmitted acts, i.e., Internet, cell phone, personal digital assistant (PDA), or wireless hand-held device, either overt or covert, by a student or group of students toward other students more than once, including violence within a dating relationship, with the intent to harass, intimidate, injure, threaten, ridicule, or humiliate. Such behaviors are prohibited on or immediately adjacent to school grounds, at any school-sponsored activity, on school provided transportation, or at any official school bus stop that a reasonable person under the circumstances should know will have the effect of:

A. Causing mental or physical harm to the other students including placing an individual in reasonable fear of physical harm and/or damaging of students'' personal property; and,

B. Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other students.

Wadsworth City School District
Bylaws and Policies

Drug Prevention Memorandum to Parents

In accordance with Federal Law, the Board of Education prohibits the use, possession, concealment, or distribution of drugs by students on school grounds, in school or school-approved vehicles, or at any school-related event. Drugs include any alcoholic beverage, anabolic steroid, dangerous controlled substance as defined by State statute or substance that could be considered a "look-a-like" controlled substance. Compliance with this policy is mandatory for all students. Any student who violates this policy will be subject to disciplinary action, in accordance with due process and as specified in the student handbooks, up to and including expulsion from school. When required by State law, the District will also notify law enforcement officials.

The District is concerned about any student who is a victim of alcohol or drug abuse and will facilitate the process by which s/he receives help through programs and services available in the community. Students and their parents should contact the school principal or counseling office whenever such help is needed.

Wadsworth City School District
Bylaws and Policies

Inspection of Instructional Information

The Director of Instruction and Professional Development is responsible for coordinating inspections of instructional materials at each school. The Director of Instruction and Professional Development's office is located at 524 Broad St. Wadsworth, OH 44281 and can be reached at 330-336-3571.

Parents Right to Inspect, Review and Request Amendments to Student Educational Records

A parent or adult student has the right to:

A. inspect and review the student's education records within forty-five (45) days after the School receives a request for access or within such shorter period as may be applicable to students with disabilities. The School has a form that can be used to submit such a request. The Custodian of Records ("COR") (building principal) will notify the parent or adult student of the time and place where the records can be inspected. Parents and adult students are not permitted to inspect and review the education records of other students. If there is a valid reason why a parent or adult student cannot personally inspect and review a student's education records, or if the parent or adult student specifically requests copies of education records, the COR may arrange for copies of the requested records to be delivered to the parent or adult student directly. The Board may charge a reasonable fee for the copying of records, which may be waived under circumstances of unusual hardship.

B. request the amendment of the student's education records if the parent or adult student believes the record is inaccurate, misleading, or otherwise in violation of the student's privacy rights. Parents or adult students who believe that a change is necessary should ask the COR to correct the record. Such a request should be made in writing and should identify the part of the record they want changed, and specify why it should be changed. If the record is not changed to the parent's or adult student's satisfaction or if the COR informs the parent or adult student that the record does not appear to be misleading, inaccurate, or in violation of any privacy right, the parent or adult student will be informed of his/her right to request a hearing. The parent or adult student may submit a written request for a hearing. The hearing will be conducted by a hearing officer who will submit his/her findings to the Superintendent. The Superintendent will make the final decision concerning whether to change the record. A parent or student who remains dissatisfied with the final decision of the Superintendent may request that an explanatory statement be placed in the student's file explaining the basis for the disagreement. The school has a form that may be used to identify which information in the record the parent or adult student believes is inaccurate, misleading, or a violation of the student's privacy rights, and to specify why it is inappropriate.

Parent's Right to Request Educational Program and Staff Information

According to Wadsworth City Board of Education Policy 2261.02: Title I-Parent's right to Know and in accordance with the requirement of Federal law, for each school receiving Title I funds, the Superintendent shall make sure all parents of students in that school are notified that they may request, and the Board will provide the following information on the student's classroom teachers:

	A.	Whether the teacher(s) have met the State qualification and licensing criteria for the grade levels and subject areas they are teaching.
	B.	Whether the teacher(s) is teaching under any emergency or provisional status in which the State requirements have been waived.
	C.	The undergraduate major of the teacher(s) and the area of study and any certificates for any graduate degrees earned.
	D.	The qualifications of any paraprofessionals providing services to their child(ren).
	E.	In addition, the parents **shall** be provided:

		1.	information on the level of achievement of their child(ren) on the required State academic assessments;
		2.	timely notice if the student is assigned to a teacher who is not "highly qualified" as required, or if the student is taught for more than four (4) weeks by a teacher who is not highly qualified.

Wadsworth City School District
Bylaws and Policies

Parent/Student Right to File a Complaint

Any parent or student who believes that the School District has failed to comply with the Family Education Rights and Privacy Act ("FERPA") or the Protection of Pupil Rights Amendment ("PPRA"), may file a complaint directly with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-8520".

Wadsworth City School District
Bylaws and Policies

Student Privacy and Parental Access to Information

According to Wadsworth City Board of Education policy 2416: Student Privacy and Parental Access to Information, the Board respects the privacy rights of parents and their students. No student shall be required, as part of the school program or District's curriculum, without prior written consent of the student or, if an unemancipated minor, his/her parents, to submit to or participate in any survey, analysis, or evaluation that reveals certain information that is detailed in this policy. Parents also have the right, upon request, to inspect any instructional material used as part of the educational curriculum of the student.

Wadsworth City School District
Bylaws and Policies

Audio/Video Surveillance

This facility uses audio/video surveillance/electronic monitoring equipment to observe, monitor and/or record the behavior and activity of all persons on school property or grounds, or participating in school functions and may be disclosed for Law enforcement purposes. Questions about the audio/video surveillance/electronic monitoring system are directed to the Building Principal.

Overlook Elementary

650 Broad St.
Wadsworth, Ohio 44281



Preschool Handbook

2020-2021[1]

[1] Board Approved June 10, 2019

TABLE OF CONTENTS

Preschool Philosophy/Step Up to Quality: 3
Goals: 3
IMPACT OF PARENTAL SUPPORT: 4
Wadsworth City Schools – Code of Conduct: 5
GENERAL INFORMATION: 5, 6
Attendance: 6
Cable TV Channel 16: 7
Communicable Disease: 7
Conferences: 7
Days of Operation: 5
Dressing for the Weather: 8
    Other clothing concerns: 8
Emergency Closings: 8
Emergency Illness: 9
Forms – Required: 9
    Immunizations: 9
    Physical Form: 10
    Release Form: 10
    Student Emergency Transport: 10
    Student Roster: 10
Instructional Fee: 11
Licensing: 11
Parking Lot: 11
Parties: 11
Safety: 12
School Pictures: 12
Snacks: 12
Staffing: 14
Student Services: 14
Toys: 15
Visitors: 15
Home/School Communication: 15
Admission Procedures: 15
Withdrawal Procedures: 16
Behavior Management/Discipline: 16, 17
Curriculum and Assessment: 16

Preschool Philosophy

We believe that **all** young children can grow, learn, and succeed, no matter their race, gender or disability when they are provided with the opportunity to actively explore their environment. Our role as teachers is to foster curiosity, positive attitudes, and lifetime learning. We will provide the children with successful experiences that allow them to develop to their full potential physically, socially, emotionally and intellectually. We will provide and encourage diversified gender opportunities and encourage exploration, inclusion and celebration of various cultures.

Step Up to Quality

Step Up To Quality is a five–star quality rating and improvement system administered by the Ohio Department of Education and the Ohio Department of Job and Family Services. SUTQ recognizes and promotes learning and development programs that meet quality program standards that exceed preschool licensing and school age child care licensing health and safety regulations. Step Up To Quality program standards are based on national research identifying standards which lead to improved outcomes for children.

We are proud to report to our families and community that our program has earned the highest quality rating of five stars!

Goals

LANGUAGE	To facilitate the development of the child's expressive and receptive language according to the child's individual ability.
MATH SKILLS	To facilitate the development of the child's ability to understand order, problem solving and logical thinking.
GROSS MOTOR	To facilitate the development, awareness, and efficient usage of large muscle skills and relationship of body to space.
FINE MOTOR	To facilitate the development, awareness, and efficient usage of fine muscles.
PERSONAL/SOCIAL	To facilitate the development of a good self image, ability to interrelate successfully in a group situation, and acceptance of human differences.

IMPACT OF FAMILY ENGAGEMENT

Parents and the environment they create at home are crucial factors – equally as important as the school – in determining children's achievement. If you've ever wondered what impact your involvement and interest in your child's educational process had, consider the following:

Your attitude concerning education will dictate how your child will approach learning. Parents who participate in their child's educational process communicate a message to their children that education is important. A child who receives such a message has motivation to succeed.

Teachers cannot do the job themselves. The demand of a classroom of students prevents a teacher from providing all of the individual attention needed to stimulate each child to their fullest. Parent involvement is a must if the maximum benefits of education experiences are to be realized.

Differences in academic achievement and cognitive development can be traced to the parents' reinforcement of school activities at home. Children who receive help at home achieve higher standards than those who don't, despite the ability of the parent. Not even additional help from the classroom teacher is as helpful as assistance from the parents.

Praise and encouragement are recognized by educators as the most effective tools of teaching. When praising your child, praise the process and hard work rather than the end product. To encourage your child, rather than using the "practice makes perfect phrase," tell them that practice makes them better! The child of parents involved in the educational process receives the benefits of reinforcement from the single most important source in their life, that of his/her parents.

No one knows your child like you do, what motivates them, their interests, their strengths, their desires, and their history. This is a wealth of information that is very useful to the classroom teacher. This information is useful if the parent has a positive, active relationship with the school and teachers.

A child's education does not begin and end with the ringing of the school bell. Every experience for the child is a learning experience. Thus, every parent is involved in the education of their child on a daily basis.

As a parent, you play a vital role in planning and establishing the kinds of activities in your home that will stimulate and increase the intellectual skills of your child. The reward of your interest and involvement may not be immediate; however, your involvement makes a big difference in whether your child will succeed.

Overlook Way – Code of Conduct

An Overlook Grizzly is SAFE.
An Overlook Grizzly is KIND.
An Overlook Grizzly is RESPONSIBLE.

Hallways:	(Safe)	1. Walk.
		2. Hands and feet to self.
	(Kind)	1. Quiet feet.
		2. Quiet voices.
	(Responsible)	1. Walk like a leader!
		2. 4 S line-Silent, Still, Straight, Smiling
Classrooms:	(Safe)	1. Use materials for their purpose.
		2. Hands to self.
	(Kind)	1. Be a good friend.
		2. Help others.
	(Responsible)	1. Focus on learning.
		2. Do your best!
Playground:	(Safe)	1. Respect others' space.
		2. Use equipment properly.
	(Kind)	1. Share equipment with others.
		2. Use kind words to and about others.
		3. Play fairly.
	(Responsible)	1. Clean up items.
		2. Line up when time to go in.



GENERAL INFORMATION

Days of Operation

Preschool students are in session Monday through Thursday. If Wadsworth elementary schools have a holiday break, preschool has the exact same break. This also applies to snow/calamity days. If there should be a two hour delay, AM preschool will be cancelled and PM class will be held as scheduled.

Preschool children attend 2 hour and 30 minute sessions, mornings or afternoons, 4 days a week. The hours for the morning session are 9:00-11:30 A.M. The afternoon session is 12:45-3:15 P.M. Your promptness in dropping off and picking up your child will help you avoid busses and other traffic.

Attendance

It is important that your child attend Preschool on a regular basis. Each child should attend every day unless they are ill. In the case of illness, parents MUST CALL the school by 8:50 A.M. each day the child is absent. Please call 330-335-1420.

You will be asked the nature of your child's illness. Due to licensing requirements (Ohio Admin. Code 3301-37-11), we are required to notify all parents in the case of a diagnosed communicable disease such as chicken pox, conjunctivitis (pink eye), strep throat, etc. These procedures are in place for the protection of everyone.

If a child must leave school before regular dismissal time, a note must be sent to the teacher signed by the child's custodial parent or legal guardian. The person designated to pick up the child should report to the office to sign the child out at the appropriate time. The office will call down and have your child brought up to meet you in the office. This is for your child's protection.

The Board considers the following factors to be reasonable excuses for time missed at school:

A. personal illness (a written physician's statement verifying the illness may be required)
B. illness in the family necessitating the presence of the child
C. quarantine of the home
D. death in the family
E. necessary work at home due to absence or incapacity of parent(s)/guardian(s)
F. observati
G. on or celebration of a bona fide religious holiday

H. out-of-state travel (up to a maximum twenty-four (24) hours per school year that the student's school is open for instruction) to participate in a District-approved enrichment or extracurricular activity
I. such good cause as may be acceptable to the Superintendent

Cable TV Channel 16

Channel 16 is the Wadsworth Education Channel. It broadcasts all School Board Meetings and special events of elementary, middle and high school.

Communicable Disease

We take many precautions to ensure the health and safety of your child throughout the day. Communicable disease is a threat to everyone's health. If your child has come down with a confirmed case of communicable disease such as chicken pox, pink eye, strep throat, lice, scabies, fifth's disease, etc. please call the office at 330-335-1420 or 330-335-1424 and report it to us so that we may notify other parents in the class of the disease and the symptoms of the disease. As noted above, licensing rules (Ohio Admin. Code 3301-37-11) require us to notify parents and we do so aggressively to help ensure the continued health of all. We do not name children specifically – we simply notify parents that a case of (the communicable disease) has been confirmed in your child's classroom. Symptoms are then given, so that others can watch their children for symptoms.

Conferences

Parent teacher conferences are scheduled 4 times yearly.

- September 30, 2020: 4:30 - 8:00
- October 15: 11:30 - 7:00
- November 3: 8:10 - 3:40
- February 2, 2021: 4:30 - 8:00

Appointments are scheduled by the classroom teachers. Reminders of conference times and days are sent home in advance of the conference. Student progress will be shared with parents during scheduled conference times. ***Please try to not bring your children to conferences, if at all possible. This is a time for parents and teachers.***

During the school year, additional conferences may be requested should a need, concern or problem arise. Parents need to make arrangements with your child's teacher for additional conferences.

Parents are encouraged to visit your child's class during the year and there will be many opportunities to do so.

Dressing for the Weather

The children will spend part of every day outside unless the weather conditions are severe. Children should be dressed for indoor/outdoor play suitable for the weather conditions. Please label all clothing items: jackets, boots, sweaters, raincoats, etc.

Other clothing concerns

All children attending preschool should be potty trained. Procedures are in place for diapering needs under special circumstances. These accommodations are made through an Individual Education Plan (IEP).

Occasionally it happens that a student may have an 'accident'. Each child needs to have a clean change of clothing at school. This should be in a labeled Ziploc bag and will be stored at school. If your child has an accident, he/she will be removed to the bathroom and given directions for self-care. Help is given if the child has difficulties. Most children do a great job of taking care of cleaning themselves given the tools and the directions. Children will be given baby wipes to clean themselves off with, a pair of clean underwear and clothes. Soiled clothes are bagged (gallon Ziploc &/or pull string trash bag) and returned to you. We appreciate having the clothes laundered and returned the next day your child is in attendance. If you find that you are uncomfortable in any way with this procedure, please notify your child's teacher with your concerns.

Emergency Closings

In the event of school closing due to snow or other emergencies, the following procedure will be followed:

Parents will receive a recorded message via phone call through our Alert Now system indicating that school is delayed or closed. Also, accurate information will be made available to the parents, pupils and staff through the following television stations:

WEWS Channel 5
WCTV Channel 16

The decision to close school will be announced as early as possible - by 10:00 pm on the day preceding closing or by 7:00 am on the day the school will be closed. The announcement will state "WADSWORTH CITY SCHOOLS".

We do not like to dismiss school before the end of the school day for fear that parents may not be home. However, if necessary, announcements will be made via the same communication methods as listed above.

Emergency Illness

In case of any emergency illness, the parent or guardian will be contacted immediately by the school. Parents or guardians will be called when a child shows signs or symptoms of the following:

Diarrhea	Stiff Neck	Conjunctivitis (Pink Eye)
Vomiting	Sore Throat	
Rapid Breathing	Wheezing	
Difficulty Swallowing	Yellowish Skin or Eyes	
Evidence of Head Lice	Temperature in excess of 100*	
Scabies or Other Infestation	Infected Skin Patches	
Severe Coughing	Suspicion of Communicable Disease	

If you are called to pick up your child before the regular dismissal time, please be sure to go to the main office to sign out and pick him/her up. **If your child is sent home for fever, diarrhea or vomiting, he/she is not permitted to return to school until he/she is free of symptoms for 24 hours without the use of medicine.**

Moderately ill children will be taken to the main office to lie down on the cot in the infirmary. If 10 minutes of rest do not improve the student's malady, the secretary or health aide will call you to come pick up your child.

Immunizations

According to the state of Ohio, a copy of your child's immunizations is required by your child's first day of attendance. The state of Ohio requires the following immunizations for Preschool:

4 DPT
3 POLIO
1 MMR
HIB series
The HepB series has been added for this year

Questions can be directed to the school nurse. See the school nurse, Lynn Decker or the Health Aide, for a copy of the Health Department Immunization schedule.

Physical Form

According to the state of Ohio (3301-37-08), in order for your child to be eligible to attend Preschool, s/he is required to have an annual physical. The physical must be signed by a physician, is current to within a year and is due by the 30th day after your child begins school. If this presents a problem for you in any way please contact the school (330-335-1420) as soon as possible.

Release Form and Information

Prior to your child's first day of class, you are required to fill out a Release Form. You may put as many people on this form as you feel necessary. List anyone who may be picking up your child. Please also put down the relationship of this person to your child (aunt, grandparent, neighbor, etc). It helps us to identify the person that has come to pick up your child. Please note: if the person picking up your child is not known to us, we may require them to produce a photo ID – i.e. driver's license. If we have any doubts we will not release – we will escort the person to the office and phone the custodial parent or legal guardian.

You may change this form at any time. To change it in any way, write the changes directly on your form and initial and date the change. Your classroom teacher has a copy. **For the safety of your child, we cannot release your child to anyone who is not on the release form. In addition, your child will only be released to adults age 18 and over.**

Student Emergency Transport/Medical Authorization

When registering your student in Final Forms, you will be asked about physician/dental information. In the event of an emergency, this information will be used to assist your child. Per Preschool Licensing rules, we are required to have the physician, dentist, and hospital information on file. If this is completed, you may be contacted by a preschool staff member to do so.

~~In your packet of forms you will find a white form that has physician/dental information. This sheet will remain on file in the office throughout the year. In the event of an emergency, this is the form that will be pulled. Please be thorough! We are required to have the physician, dentist and hospital portion of this form filled in.~~

We must have your daytime contact number and the daytime contact of TWO OTHER people.

Student Roster

Each year we are required by the state of Ohio licensing rules (ORC 119.032) to create a student roster. The student roster is to contain the child's name, the parent's name and phone number. You will receive a student roster form. You may sign the form signifying that you would like to appear on the roster or signifying that you would prefer not to appear on the roster. The form must be signed either way.

Rosters are made available, upon request, to those parents in your child's class, who also appear on the roster. Access to the roster is limited to only those parents in your classroom.

Instructional Fee

Our Preschool students are NOT charged the $30 student instructional fee.

Licensing *(and access to Compliance Reports)*

The Wadsworth City School Preschool is licensed by the State of Ohio, Department of Education and is located at Overlook Elementary 650 Broad Street, Wadsworth, Ohio 44281. The Preschool Supervisor is Mrs. Ashley Ruedisueli and the Principal is Mrs. Erin Simpson. Either can be reached by calling 330-335-1420.

The Preschool is inspected each year. You may request to see the compliance reports, which are kept in the office. Please ask Mrs. Ruedisueli or Mrs. Simpson to make them available to you.

Parking Lot

Drivers should exercise patience, caution, and consideration since many cars are trying to pass through a small area and children are likely to be crossing in the crosswalk to the parking lot. Please respect the Safety Patrol Students and stop when flags are down. We are all busy and anxious to be on our way, so a spirit of cooperation and respect for each other is needed to provide the safety we all want for our children.

Parties

Parents will be notified of classroom parties or celebrations through the monthly calendars and weekly newsletters. Calendar events recognized in our Preschool curriculum may also be included.

In regard to birthdays, our building policy is that you do not send in food items/treats due to allergy needs. Families are welcome to send in a non-food item for the class, if desired.

Safety

No child will be dismissed to anyone not on the release list
The Communicable Disease Chart I is located in the Clinic.

The following staff is trained/or are in the process of being trained in First Aid, CPR, Communicable Disease and Child Abuse:

Rachel Bendel	Preschool Teacher
Shannon Fisher	Preschool Teacher
Kelsey Thomas	Preschool Teacher
~~Mary Penrod~~	~~Preschool Aide~~
~~Karen Fuller~~	~~Preschool Aide~~
Cindy Gramuglia	Preschool Aide
~~Darleen Tittle~~	~~Preschool Aide~~
Erin Simpson	Principal
Cheryl Stoner	Secretary
Brandon Nolin	Physical Education Teacher
Dianna Tenyak	Kindergarten Teacher
Mary Kay Cavanaugh	Third Grade Teacher
Ashley Ruedisueli	Preschool Supervisor
Briana Whited	Preschool Teacher

Emergency medical and dental sheets are posted in each room. First Aid Kits are available in each preschool room. All children's records are filed by name, by class, alphabetically in the file cabinets in the main office.

Teachers in the Wadsworth City School Preschool are required by law to report any suspected cases of child abuse or neglect to the Children's Services Department of Human Services.

School Pictures

Our Preschool students are included in school picture day. More information will be sent home prior to pictures being taken.

Yearbooks are available for order in the spring. Preschool is included in our yearbook.

Snacks

Nutritious snacks are part of each day. As of August 2017, we have partnered with the Medina County Health Department and the Ohio Department of Health to participate in the Ohio Healthy Program. In order to help develop healthy eating habits, we require that snacks brought in meet the program guidelines. Students will not be served fried foods, sweetened beverages, highly processed meat products, or cereals that contain more than 6 grams of sugar per serving. A list of suggested snacks is included below. We serve water as the drink which is provided. Every couple of months we will be asking all parents to send in enough snacks to cover two snack days. We will keep these snacks in the classroom and use what is available until our supply runs low. At that time, we will send out a request to send in more snacks.

Please send in your child's first round of snacks within the first week of school. Any extra snacks are stored and used later to reduce the amount of times parents need to send snacks in.

Jump Start Preschool Snack Program Guidelines

Through our participation in the Ohio Healthy Program, it is our goal to serve highly nutritious snacks to our preschool students. Snack time is a very important part of your preschooler's day. Preschoolers enjoy conversations with each other and trying new foods during this time. In order to eliminate confusion as to whose snack day it is or not having a snack because someone forgot, we are asking for each child to bring in enough snacks to cover 2 snack rotations. For example, if your child's class has 12 students you would send in 24 granola bars (or 12 granola bars and 12 cheese sticks). Here is how the snacks for the year will work:

1. Your first round of snacks will be due by the end of the first week of school. As supplies run low, we will send out a snack reminder asking everyone to send in more.
2. We are required by the Ohio Department of Education to request from parents, snacks that are a good source of Vitamin A and C. See some options below.
3. The Ohio Healthy Program requires that students will not be served fried foods, sweetened beverages, highly processed meat products, or cereals that contain more than 6 grams of sugar per serving. **Please do not send in cookies, cupcakes, candy, or other unhealthy snacks. If we receive any of these items, we may need to return them to you for you to replace with one of the snack options below.**
4. If your snack option is something that requires spoons, such as yogurt or applesauce, please also send in enough spoons for the snack.

5. We will supply the napkins and cups for snacks. Water will be offered as the drink each day.

Suggested snack options:

- Yogurt
- Cheese
- Dry cereal with less than 6 grams of sugar per serving (i.e. Cheerios, Chex, Wheaties, Kix Alpha Bits, Corn Flakes)
- Cereal bars
- Cheese –Its
- Fruit cups- packaged in water or 100% fruit juice, not in syrup
- Applesauce
- Fruit chillers
- Fresh fruit (i.e. orange, apple, pear, peach, blueberries, etc.)
- Fresh veggies (i.e. celery, cucumber, carrots, etc.)
- Goldfish Crackers
- Whole grains (i.e. whole grain bread, tortilla shells, cereal, etc.)

Student Birthdays

Student birthdays are recognized on our morning announcements each day. Students will receive a birthday pencil and book. Due to allergy needs, please do not send in food treats. You are welcome to send a non-food treat bag to send home or make a book donation to your child's class in honor of your child's birthday.

Staffing

The teachers for our program are certified according to the preschool regulations established by the Ohio Department of Education. The preschool teacher will prepare developmentally appropriate instruction suitable for the age and special interests of the children in the class.

Student Services

The Wadsworth City Schools Student Services Department oversees special education services, home instruction, tutoring, speech therapy, testing and kindergarten screening for the district's students. Should you have concerns for your child's development, you can contact the office at (330-335-1316).

Toys

We respectfully request that children DO NOT bring their toys from home to school unless it is a special 'sharing day'. **Toys in the fashion of weapons are not permitted at school at any time.**

Visitors

Upon entering Overlook School, visitors will buzz to enter the main office. Once a visitor enters, he/she should sign in and obtain a visitor's badge. Please attach the badge on yourself so that it is easily visible to staff and students. This badge identifies you as a welcome visitor in the building.

Home/School Communication

The teachers strive to keep the lines of communication open with parents. If you need to contact us for any reason, you can call the school office at 330-335-1420 and ask to speak with us or leave a voicemail. You can also reach us at our school email addresses:

Rachel Bendel – rbendel@wadsworthschools.org
Shannon Fisher – shfisher@wadsworthschools.org
Kelsey Thomas – kthomas@wadsworthschools.org
Briana Whited – bwhited@wadsworthschools.org
Rebecca Shriver - rshriver@wadsworthschools.org

The teachers also send home daily information sheets, weekly newsletters and post information on our homepage of the school website. Annually, preschool teachers will provide at least one article referencing healthy habits (ie diet and exercise). To find this, go to www.wadsworth.k12.oh.us – select 'Overlook Elementary School', then select 'preschool.'

In addition, each student has a home/school folder they will carry in their back pack each day. This folder will contain any papers to go home, art work or other information. The folder is also a place where parents can send in a note to the teacher about something or the teacher to send a note home to the parents. It is very important that you check your child's notebook/backpack every day and remove any papers that have been sent home.

Admission Procedures

Children attending the Integrated Preschool Program are either identified as students with disabilities under the Individual with Disabilities Education Improvement Act and have an Individualized Education Plan or are typical role models and have completed a

screening with the preschool staff. All students must have a current physical, up to date immunization records, two proofs of residency, birth certificate and custody papers (if applicable) on file in the office.

Withdrawal Procedures

If you are moving to another school district or voluntarily withdrawing your child from the program, please see the building secretary to complete a Student Withdrawal Release Form.

Curriculum and Assessment

The Jump Start Preschool currently uses the AEPS (assessment, evaluation and programming system for infants and children) for our curriculum and assessment. The AEPS is a "comprehensive and linked system that includes assessment/evaluation, curricular, and family participation components for the developmental range from birth to 6 years." (Diane Bricker, 2002) The AEPS emphasizes an activity based approach to learning throughout the school day using small group instruction, large group instruction, routines, transitions and free choice play as learning opportunities. Teachers and classroom aides use these opportunities to prompt learning and to assess students in different parts of our day and in different settings. Assessment is recorded through anecdotal notes (observation), photographs, checklists and work samples. A formal assessment is completed 2 times per year (December and May) and sent home with the students to be shared with families. Informal assessments are completed ongoingly and are shared at parent teacher conferences or available in their child's individual portfolio that can be reviewed by parents upon request. Skill areas assessed through the AEPS include: fine motor (small muscles), gross motor (large muscles), cognitive (math, reading, science), social (interactions with peers and knowledge of self and others), and adaptive (independent skills).

Behavior Management/Discipline

(ORC 3301-37-10)

(A) A preschool staff member in charge of a child or a group of children shall be responsible for their discipline.

(B) The center shall have a written discipline policy describing the center's philosophy of discipline and the specific methods of discipline used at the center. This written policy shall be on file at the center for review. Constructive, developmentally appropriate child guidance and management techniques are to be used at all times and shall include such measures as redirection, separation from

problem situations, talking with the child about the situation and praise for appropriate behavior.

(C) Behavior management/discipline policies and procedures shall ensure the safety, physical and emotional well-being of all individuals on the premises.

(D) The center's actual methods of discipline shall apply to all persons on the premises and shall be restricted as follows:

(1) There shall be no cruel, harsh, corporal punishment or any unusual punishments such as, but not limited to, punching, pinching, shaking, spanking or biting.

(2) No discipline shall be delegated to any other child.

(3) No physical restraints shall be used to confine a child by any means other than holding a child for a short period of time, such as in a protective hug, so the child may regain control.

(4) No child shall be placed in a locked room or confined in an enclosed area such as a closet, a box or a similar cubicle.

(5) No child shall be subjected to profane language, threats, derogatory remarks about the child or the child's family or other verbal abuse.

(6) Discipline shall not be imposed on a child for failure to eat, failure to sleep or for toileting accidents.

(7) Techniques of discipline shall not humiliate shame or frighten a child.

(8) Discipline shall not include withholding food, rest or toilet use.

(9) Separation, when used as discipline shall be brief in duration and appropriate to the child's age and developmental ability and the child shall be within sight and hearing of a preschool staff member in a safe, lighted and well-ventilated space.

(10)The center shall not abuse or neglect children and shall protect children from abuse and neglect while in attendance in the preschool program.

(E) The parent of a child enrolled in a center shall receive the center's written discipline policy.

(F) All preschool staff members shall receive a copy of the center's written discipline policy.

WCS Board Policy 5600 - STUDENT DISCIPLINE

It is the policy of the Board to have zero tolerance for violent, disruptive or inappropriate behavior, including excessive truancy. The Board believes that discipline in the school provides each student with the most favorable atmosphere for learning. It recognizes that the incorporation of limits and controls by individual students is an important part of the learning process. It believes that limits on the individual are necessary for the orderly function of any society. Rules and regulations are necessary for the orderly function of an orderly and safe school environment that is conducive to teaching and learning.

It is considered a fundamental understanding by each student and his/her parents that any teacher or school official has not only the right, but the duty, to insist on good behavior. The right of discipline extends to all areas of the school program. Ultimately, however, the conduct of a student is the legal responsibility of his/her parents or guardians. One of the most important lessons education should teach is discipline. While it does not appear as a subject, it underlies the entire education structure. It is the training that develops self-control, character, orderliness and efficiency. It is the key to good conduct and proper consideration for other people.

WCS Board Policy 5310 - **HEALTH SERVICES**

The Board of Education may require students of the District to submit to periodic health examinations to:

A. protect the school community from the spread of communicable disease;

B. verify that each student's participation in health, safety, and physical education courses meets his/her individual needs;

C. verify that the learning potential of each child is not lessened by a remediable physical disability.

The District may provide or request parents to provide:

A. general physical examinations for athletics;

B. dental examinations;

C. tests for communicable disease;

D. vision and/or audiometric screening;

E. scoliosis tests.

The Board shall directly notify the parents of students, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when any nonemergency, invasive physical examination or screening is scheduled or expected to be scheduled for students if the examination or screening is: (1) required as a condition of attendance; (2) administered by the school and scheduled by the school in advance; and (3) not necessary to protect the immediate health and safety of a specific student, or other students.

The term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

Unless the physical examination or screening is permitted or required by an applicable State law, parents may refuse to allow the Board to administer a nonemergency, invasive physical examination or screening upon written notification to the Board within seven (7) days after receipt of the Board's annual public notice.

Any student who has been removed from a physical education class, or athletic practice or competition, by a teacher, coach, or referee because s/he has exhibited signs, symptoms, or behaviors consistent with having sustained a concussion or head injury shall not be permitted to return to any physical education class, or athletic practice or competition, for which the teacher, coach, or referee is responsible until both of the following occur:

A. The student's condition is assessed by a physician, in accordance with requirements set forth in R.C. 3313.539(E)(2), to assess such a student.

B. The student receives written clearance that it is safe to return to physical education class, or athletic practice or competition, from a physician, in accordance with requirements set forth in R.C. 3313.539(E)(2) to grant such a clearance.

WCS Board Policy 5330 - **USE OF MEDICATIONS**

The Board of Education shall not be responsible for the diagnosis and treatment of student illness. With the exception of diabetes care covered under Policy 5336, the administration of prescribed medication and/or medically-prescribed treatments to a student during school hours will be permitted only when failure to do so would

jeopardize the health of the student, the student would not be able to attend school if the medication or treatment were not made available during school hours, or if the child is disabled and requires medication to benefit from his/her educational program.

For purposes of this policy, "medication" shall include all medicines including those prescribed by a licensed health professional authorized to prescribe drugs and any non-prescribed (over-the-counter) drugs, preparations, and/or remedies. "Treatment" refers both to the manner in which a medication is administered and to health-care procedures which require special training, such as catheterization.

Before any prescribed medication (i.e., a drug) or treatment may be administered to any student during school hours, the Board shall require a written statement from a licensed health professional authorized to prescribe drugs ("prescriber") accompanied by the written authorization of the parent (see Form 5330 F1). Before any non-prescribed medication or treatment may be administered, the Board shall require the prior written consent of the parent along with a waiver of any liability of the District for the administration of the medication (see Form 5330 F1a). These documents shall be kept in the office of the main office of each school building, and made available to the persons designated by this policy as authorized to administer medication or treatment. A copy of the parent's written request and authorization and the prescriber's written statement must be given, by the next school day following the District's receipt of the documents, to the person authorized to administer drugs to the student for whom the authorization and statement have been received. No student is allowed to provide or sell any type of over-the-counter medication to another student. Violations of this rule will be considered violations of Policy 5530 - Drug Prevention and of the Student Code of Conduct/Discipline Code.

Only medication in its original container; labeled with the date, if a prescription; the student's name; and exact dosage will be administered. The Superintendent shall determine a location in each building where the medications to be administered under this policy shall be stored, which shall be a locked storage place, unless the medications require refrigeration in which case they shall be stored in a refrigerator in a place not commonly used by students, and unless the medication to be administered is diabetes medication, which must be kept in an easily accessible location pursuant to Policy 5336.

Parents may administer medication or treatment, with the exception of diabetes care covered under Policy 5336.

Additionally, students may administer medication or treatment to themselves, if authorized in writing by their parents and a licensed health professional authorized to prescribe drugs but only in the presence of a designated school employee with the exception of students authorized to attend to their diabetes care and management pursuant to Policy 5336.

However, students shall be permitted to carry and use, as necessary, an asthma inhaler, provided the student has prior written permission from his/her parent and physician and has submitted Form 5330 F3, Authorization for the Possession and Use of Asthma Inhalers/Other Emergency Medication(s), to the principal and any school nurse assigned to the building.

Additionally, students shall be permitted to carry and use, as necessary, an epinephrine autoinjector to treat anaphylaxis, provided the student has prior written approval from the prescriber of the medication and his/her parent/guardian, if the student is a minor, and has submitted written approval (Form 5330 F4, Authorization for the Possession and Use of Epinephrine Autoinjector (epi-pen)) to the principal and any school nurse assigned to the building. The parent/guardian or the student shall provide a back-up dose of the medication to the principal or school nurse. This permission shall extend to any activity, event, or program sponsored by the school or in which the school participates. In the event epinephrine is administered by the student or a school employee at school or at any of the covered events, a school employee shall immediately request assistance from an emergency medical service provider (911). Students with diabetes authorized to attend to their diabetes care and management may do so in accordance with Policy 5336.

Students shall be permitted to possess and self-administer over-the counter topical sunscreen products while on school property or at a school-sponsored event.

With the exception of diabetes care covered under Policy 5336, 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 are designated by the Board may administer prescription drugs to students in school.

With the exception of diabetes care covered under Policy 5336, provided they have completed the requisite training, the following staff are authorized to administer medication and treatment to students:

A. principal

B. teacher

C. school nurse

D. building secretary

E. aide

F. others as designated by student's IEP and/or 504 plan

No employee will be required to administer a drug to a student if the employee objects, on the basis of religious convictions, to administering the drug.

For field trips only, Board staff will supply and administer over-the-counter medications if properly authorized in writing by a student's Parent/Guardian. Parent/Guardian(s) that wish to allow the properly trained school official (as identified above) to administer over-the-counter medication to their child on a field trip are required to submit a signed Field Trip Over-the-Counter Medication Authorization form (Form 5330F1b) indicating which over-the-counter medications can be administered and authorizing the administration of the over-the-counter medications.

All dental disease prevention programs, sponsored by the Ohio Department of Health and administered by school employees, parents, volunteers, employees of local health districts, or employees of the Ohio Department of Health, which utilize prescription drugs for the prevention of dental disease and which are conducted in accordance with the rules and regulations of the Ohio Department of Health are exempt from all requirements of this policy.

The Superintendent shall prepare administrative guidelines, as needed, to address the proper implementation of this policy.

WCS Board Policy 5340 - **STUDENT ACCIDENTS**

The Board of Education believes that school personnel have certain responsibilities in case of accidents which occur in school. Said responsibilities extend to the administration of first aid by persons trained to do so, summoning of medical assistance, notification of administrative personnel, notification of parents, and the filing of accident reports.

Employees should administer first aid within the limits of their knowledge of recommended practices. All employees should make an effort to increase their understanding of the proper steps to be taken in the event of an accident.

The Superintendent shall develop administrative guidelines to include the reporting of accidents, when appropriate.

On an annual basis, physical education teachers and coaches of intramural athletics shall review the Ohio Department of Health's concussion information sheet.

Physical education teachers and coaches of intramural athletics shall remove from P.E. class participation or the intramural athletic activity any student who exhibits signs, symptoms, or behaviors consistent with having sustained a concussion or head injury. The Principal shall notify parents or guardians about the possible concussion or head injury. See also Policy 2431 Interscholastic Athletics.

Any student who has been removed from a P.E. class, or intramural athletic practice or competition, by a teacher, coach, or referee because he/she has exhibited signs, symptoms, or behaviors consistent with having sustained a concussion or head injury shall not be permitted to return to any P.E. class, or intramural athletic practice or competition, for which the teacher, coach, or referee is responsible on the same day as the removal and not until both of the following occur:

A. The student's condition is assessed by a physician ( ), in accordance with requirements set forth in R.C. 3313.539(E)(2), to assess such a student.

B. The student receives written clearance that it is safe to return to the P.E. class, or intramural athletic practice or competition, from a physician in accordance with requirements set forth in R.C. 3313.539(E)(2), to grant a such a clearance.

WCS Board Policy 2280 - **PRESCHOOL PROGRAM**

The Board of Education recognizes a need to provide a preschool program to eligible children residing in its District and has obtained a license to operate a preschool program.

The preschool program shall be located in a facility that accommodates the enrollment of the program, supports the growth and development of children according to program objectives, and meets the requirements of statute.

A child is eligible for entrance into preschool if s/he attains the age of three (3) and admitted as a special needs student on or before September 30th of the year in which s/he applies for entrance and has not yet obtained the age at which s/he will be admitted in kindergarten. Children participating in the preschool program shall have been immunized in accordance with the requirements of the State Board of Education to prevent the spread of communicable disease.

Parents of children enrolled in the program shall be permitted access to the school during its hours of operation, in accordance with District procedures, to contact their children, evaluate the care provided by the program, the premises, or for other purposes approved by the director. Upon entering the premises, parents shall report to the school office.

Tuition and Fees

Tuition and fees, Board approved, may be charged to parents of preschool students, according to a schedule adopted by the Board. Tuition and fees may be graduated in proportion to family income or waived in case of hardship.

Transportation

Transportation shall be provided to disabled students as required by law.

Preschool program field trips shall be planned in accordance with Policy 2340 and AG 2340A, AG 2340B, AG 2340C, AG 2340D, AG 2340E, and AG 2340F. Overnight trips will not be approved.

The Superintendent shall establish written guidelines for the preschool program addressing the following:

A. staff (AG 2280)

B. cumulative records and student information (AG 2280.01)

C. program and curriculum (AG 2280.02)

D. health and safety requirements (AG 2280.03)

E. admission and attendance (AG 2280.04)

F. behavior management and discipline (AG 2280.05)

G. management of communicable diseases (AG 2280.03)

H. facility (AG 2280.06)

I. food services (AG 2280.07)

J. equipment and supplies (AG 2280.08)

WCS Board Policy 8450 - **CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES**

The Board of Education recognizes that control of the spread of communicable disease spread through casual contact is essential to the well-being of the school community and to the efficient District operation.

For purposes of this policy, "casual-contact communicable disease" shall include diphtheria, scarlet fever and other strep infections, whooping cough, mumps, measles, rubella, and/or others designated by the Ohio Department of Public Health.

In order to protect the health and safety of the students, District personnel, and the community at large, the Board shall follow all State statutes and Health Department regulations which pertain to immunization and other means for controlling casual-contact communicable disease spread through normal interaction in the school setting.

If a student exhibits symptoms of a casual-contact communicable disease, the principal will isolate the student in the building and contact the parents/guardians. Protocols established by the County Health Department shall be followed.

The Superintendent shall develop administrative guidelines for the control of communicable disease.

WCS Board Policy 8453 - **DIRECT CONTACT COMMUNICABLE DISEASES**

The Board of Education seeks to provide a safe educational environment for students and staff. This can best be accomplished by assuring that all persons with the school community understand the method of transmission and prevention of diseases that are not contracted through air-borne pathogens, but rather, through direct contact with body fluids and excretions, especially blood, vomit, feces, or urine. The Board is also committed to assuring the confidential status of individuals who may have been diagnosed with a blood-borne communicable disease.

For purposes of this policy, these diseases shall include:

A. HIV (human immunodeficiency virus);

B. AIDS (acquired immune deficiency syndrome);

C. AIDS related complex (condition);

D. HAV, HBV, HCV (Hepatitis A, B, C);

E. others diseases that may be specified by the State Department of Health as contact communicable diseases.

The Board recognizes the fact that individuals who have contracted these diseases may not exhibit symptoms for many years after exposure and may, in fact, not be aware that they have contracted the disease. They are, however, able to transmit the disease to other individuals.

The Board further directs the Superintendent to assure that students or staff who reveal the fact they have contracted one of these diseases will have their status safeguarded in accordance with Federal and State statutes dealing with confidentiality and that their civil rights will be respected. Staff members will have access to District leave policies in accordance with Board policy and negotiated agreement and opportunities for reasonable accommodation as described by the Americans with Disabilities Act. Should a student be unable to attend school as a result of illness, an alternative education program shall be provided in accordance with the Board's policy and administrative guidelines dealing with Homebound Instruction.

WCS Board Policy 8510 - **WELLNESS**

C. With regard to other school-based activities the District shall:

> 6. The schools may demonstrate support for the health of all students by hosting health clinics and screenings and encouraging parents to enroll their eligible children in Medicaid or in other children's health insurance programs for which they may qualify.

147 Pittsburg Avenue NW
orth Canton, OH 44720

LES ORDER

www.comdoc.com

Order Date	Sales Rep	Branch #	Tax Exempt	Quote Valid For #
2/13/20	Imelrose	AKR	Yes	

If paying by credit card please complete the ComDoc Credit Card Form with the amount and information

SOLD TO:				SHIP TO:		
NAME	Wadsworth City Schools			NAME same as left		
ADDRESS	524 Broad St			ADDRESS		
CITY	Wadsworth	STATE OH	ZIP 44281-2306	CITY	STATE	ZIP
CONTACT	Phil Luthman	PHONE (330) 335-1406		CONTACT	PHONE	
EMAIL	pluthman@wadsworthschools.org			EMAIL		

EQUIPMENT AND ACCESSORIES

Quantity	Model/Description	Unit Price	Extended Price
1	PAPERCUT - UNLIMITED LIC. CONVERSION	$224.00	$224.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
COMMENTS:		Sub-Total	$224.00
		Purchase Price	**$224.00**
		On Site Implmnt/ Professional Svcs	$0.00
		Delivery	$0.00
		Total Price BEFORE Tax	**$224.00**

Please note:

I agree to use our 3-step Remote Connectivity process that will allow us to proactively install your network information on the equipment prior to delivery to your location:
We will contact your IT resource for your primary network information,
We will assist your IT resource in loading the necessary print drivers on your server or up to 5 individual computers,
When applicable, we will remove your existing device(s) when your new equipment is installed.
During this process, if there are any questions or you need assistance, please contact our Customer Support Team at 330-321-4846.

Please see additional sales tax & convenience fee that will be added to your trade purchase for credit card payments, as applicable by state law.

IT Resource Name	IT Resource Phone	IT Resource Email
Phil Luthman	(330) 335-1406	pluthman@wadsworthschools.org

Signature	Name	Title	Date
[signature]	Douglas Beeman	Treasurer	3/9/2020

THE CUSTOMER HAS READ THIS AGREEMENT, INCLUDING THE TERMS ON PAGE 2, UNDERSTANDS IT, HAS THE AUTHORITY TO ENTER INTO THIS AGREEMENT AND BIND THE CUSTOMER TO SAME, AND AGREES TO BE BOUND BY ITS TERMS AND CONDITIONS. THIS AGREEMENT SUPERSEDES ANY PRIOR PROPOSALS, QUOTATIONS, OR COMMUNICATIONS, WRITTEN OR ORAL, REGARDING THE ACQUISITION OF THE PRODUCTS FROM COMPANY. THE CUSTOMER FURTHER UNDERSTANDS THIS AGREEMENT IS NOT INTENDED TO SUPERSEDE ANY LEASE OR RENTAL AGREEMENT, OR OTHER CONTRACTS OR AGREEMENTS WHICH CUSTOMER MAY EXECUTE WITH THE COMPANY OR ANY THIRD PARTY REGARDING THE PRODUCTS. MRF 4-17-19

TERMS AND CONDITIONS

1. **Definitions.** The first page of this Sales Order is called the Cover Page. The Cover Page and the Terms and Conditions page, along with a listing of additional goods on Schedule A (if attached), represent the agreement (the "Agreement") between ComDoc, Inc. (the "Company") and the Customer, as defined on the Cover Page ("Customer"), with respect to the purchase of those certain goods identified on the Cover Page and Schedule A, if attached (the "Goods" or "Equipment").
2. **Scope.** This Agreement may be executed for:
   a) **A SALE of the Goods.** If a SALE, subject to any special terms indicated on the Cover Page or Schedule A, the Company hereby offers to sell and Customer hereby accepts to purchase those Goods in the quantity and for the price indicated on the Cover Page (and/or Schedule A). Payment terms are Cash on Delivery ("COD"). Alternatively, if Customer has a verifiable credit account in good standing with Company, Customer may elect to be invoiced for the Goods. In any circumstance, Customer will pay invoices within 30 days after the invoice date. A late charge will be assessed against Customer on invoice balances 10 days or more overdue at the rate of 1.5 percent per month, but not in excess of the lawful maximum. The Customer is responsible for paying for all collection fees, attorneys' fees and court costs incurred by the Company in enforcing the terms of this Section 2(a). X [signature] 2/24/2020
   b) **A LEASE of the Goods.** If a LEASE, Customer will execute a separate leasing agreement which will fund the purchase of those Goods in the quantity indicated on the Cover Page for the benefit of Customer. Upon execution of leasing documents, the Customer shall be responsible to leasing company to satisfy the terms and conditions of the leasing documents. If, however, a LEASE cannot be so executed within 15 days of Customer's execution of this Agreement, Customer must immediately return the Goods to Company in Like New condition.
   c) **A RENTAL of the Goods.** If a RENTAL, Customer will execute a separate rental agreement with the Company. Customer shall be responsible for satisfying the terms and conditions of the rental agreement.
3. **Acceptance and Non-Cancellation.** This Sales Order and Agreement shall become binding upon the Customer's execution of this Agreement and may not be cancelled or altered thereafter without the Company's written consent.
4. **Delivery and Installation.** Unless specified otherwise on the Cover Page, the Company shall deliver and install the Goods at the location specified by Customer on the Cover Page unless: (1) Customer has not made available at that address a suitable place of installation as specified by the Company; (2) Customer has not made available suitable electrical service in accordance with the Underwriter's Lab ("UL") requirements; (3) the Goods are to be delivered to a location outside of the Company's service area. All risk of loss will transfer to the Customer upon delivery.
5. **Taxes.** Customer shall pay all federal, state, and local sales, use, property, excise, or other taxes imposed on or with respect to the purchase price of the Goods.
6. **Force Majeure.** The Company shall not be determined to be in default of any provision herein or be liable for any delay, failure in performance or interruption of services resulting from acts of God, civil or military catastrophe, strikes, embargoes, transportation delays, inability to obtain materials from suppliers, product deficiencies, or any other situation beyond the reasonable control of the Company. X [signature] 2/24/2020
7. **Default.** Customer will be in default of this Agreement if Company does not receive payment within 10 days after the date payment is due or Customer breaches any other obligation under this Agreement. Customer will pay all reasonable costs, including attorneys' fees, incurred by the Company to enforce this Agreement and/or any disputes arising with regard to the Goods. In addition to any remedies under the law, if Customer breaches this Agreement and fails to cure said breach within 20 days after receipt of notice from the Company, the Company may terminate this Agreement. X [signature] 2/24/2020
8. **Indemnification.** (a) Customer is responsible for any losses, damages, penalties, claims, suits, and actions (collectively "Claims") whether based on a theory of contract, tort, strict liability, or otherwise caused by or related to or in any manner arising out of the use, ownership, possession, or funding or financing, of the Goods (including but not limited to the negligence of Customer, Customer's employees or agents, or any third party); and, (b) Customer is responsible for any and all costs and attorneys' fees incurred by the Company relating to any such claim. Customer will reimburse and, if requested, defend the Company at Customer's own cost and expense, against any Claims. Customer's obligations under this Section 10 shall survive termination of this Agreement. X [signature] 2/24/2020
9. **WARRANTIES AND LIMITATION OF LIABILITY ON WORK PERFORMED. THERE ARE NO WARRANTIES, WHETHER EXPRESSED, IMPLIED, OR STATUTORY, ON ANY GOODS PROVIDED BY COMPANY, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTY OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. NO OBLIGATION OR LIABILITY SHALL GROW OUT OF THE COMPANY RENDERING TECHNICAL OR OTHER ADVICE IN CONJUNCTION WITH GOODS PROVIDED UNDER THIS AGREEMENT.**
10. **Limitation of Liability.** The Company's total liability to Customer for any claim, whether based in contract, tort, common law, or statute, arising out of, connected with, or resulting from the furnishing or failure to furnish any Goods under this Agreement (and the associated delivery and installation of said goods) shall not exceed the cost paid by the Customer for the Goods which give rise to the claim. In no event shall the Company be liable for any incidental, consequential, or special damages incurred by Customer or any third party, including without limitation any loss of use, loss of anticipated profits, costs or downtime, or for substitute equipment, and any claims of Customer's clientele for service interruptions or failure to supply.
11. **Limited License to Use Software.** The Company grants Customer a non-exclusive, non-transferable license to use in the U.S.: (a) software and accompanying documentation provided with the Equipment ("Base Software") with which it was delivered; and (b) software and accompanying documentation identified on the Cover Page as "Application Software" only on any single unit of Equipment for as long as Customer is current in the payment, including any applicable software license fees (if any). Third Party Software may also be obtained under this Agreement and may be subject to a separate End User License Agreement. "Base Software," "Application Software," and "Third Party Software" are referred to collectively as "Software". Customer has no other rights and may not (1) distribute, copy, modify, create derivatives of, decompile, or reverse engineer Software; (2) activate Software delivered with the Equipment in an inactivated state; or (3) allow others to engage in same. Title to, and all intellectual property rights in, Software will reside solely with Company and/or its licensors (who will be considered third-party beneficiaries of this subsection). The Base Software license will terminate: (i) if Customer no longer uses or possesses the Equipment; (ii) Customer is a lessor of the Equipment and its first lessee no longer uses or possesses it; or (iii) upon the expiration of any installment payments under which Customer has rented or leased the Equipment (unless Customer has exercised an option to purchase the Equipment). Neither Company nor its licensors warrant that Software will be free from errors or that its operation will be uninterrupted.
12. **Governing Law.** This Agreement shall be governed by the laws of the state of Ohio without regard to the conflict of laws or principles of such states.
13. **Errors.** The Company reserves the right at its sole discretion to correct clerical and typographical errors in this Agreement.
14. **Severability.** The invalidity in whole or in part of any provision of this Agreement shall not affect the validity of any other provision.
15. **Modifications.** No modification, amendment, or other change shall be binding on the parties unless agreed to in writing by each party's authorized representative.
16. **Waiver.** The waiver of any breach of any of the terms and conditions set forth herein shall not be construed as a waiver of any other breach. The failure of either party to exercise any right arising from any default of the other party hereunder shall not be deemed to be a waiver of such right.
17. **Relationship.** The relationship of the parties established under this Agreement is that of independent contractor and neither party is a partner, employee, agent or joint venturer of or with the other.
18. **Assignment.** Any assignment of this Agreement by Customer without the prior written consent of the Company shall be void and unenforceable.

Act With Digital Certainty

Siteimprove
www.siteimprove.com

86897

Software-as-a-Service Subscription Agreement

This Software-as-a-Service Subscription Agreement ("**Agreement**") is by and between Siteimprove, Inc., a California corporation with a business address at 7807 Creekridge Circle, Minneapolis, MN 55439, and its Affiliates (defined below) (collectively, "**Siteimprove**") and **Wadsworth City Schools** ("**Customer**" / "**you**" / "**your**") for Siteimprove services. This Agreement consists of the following: (A) this Software-as-a-Service Subscription Agreement document; (B) Exhibit A, "Website(s); (C) Exhibit B, "Terms and Conditions"; and (D) any other exhibits listed in this Agreement.

This Agreement replaces the previous Agreement with Quote #61149.

This offer is only valid if signed by you on or before May 15, 2020. After that date, please contact Siteimprove to issue a new offer.

Below is a description of the modules that are included in the Agreement ("**Included Services**"):

Product Bundle: **Education Complete**

Included Services	Limits (the "Limits")*
Quality Assurance Crawls website and identifies quality issues.	600 Pages
Policy Allows Customer to set website parameters to ensure consistency in content.	
Accessibility Checks website against selected WCAG 2.1 accessibility standards and WAI-ARIA techniques.	
SEO Details technical and content-related issues affecting search engine rankings and traffic to the website.	
Priority Allows Customer to set criteria for order in which issues and errors are reported. This service requires the implementation of a script on the website.	
Accessibility Community Membership Membership to Siteimprove's Accessibility Community.	
PDF Scanning	1,000 PDFs
Response Monitors website's availability and performance.	1 Response Check Points
Premium Support Plan	

* The Limits consist of the following and their applicable definitions:

Pages: A Page is an electronic document created with HTML and accessible with a browser.

Response Check Points: Response Check Points are single URLs that are monitored for up-time and response time performance from a series of reliable servers across the globe.

Yearly Page Views: Yearly Page Views are the total number of Page Views a website will generate over the course of 365 days. A "Page View" is a single view by a website user of a page on a website that is being tracked by the Siteimprove Analytics tracking code. If a user clicks reload after reaching the page, it is counted as an additional Page View. If a

user navigates to a different page and then returns to the original page, an additional Page View is recorded.

PDFs: Portable Document Format (PDF) is a file format that has captured all the elements of a printed document as an electronic image that you can view, navigate, print, or forward to someone else. To be included in this subscription a PDF must be hosted on one of the covered websites.

Access to the services

Please allow up to five business days for setup to the Included Services to be completed. The Included Services can be accessed at http://my.siteimprove.com. At that location, you can administer the logins for your authorized users. The Included Services also include training and tech support pursuant to Exhibit C.

Academy Plus

Siteimprove's Academy offers courses on Accessibility, Analytics, and SEO (each a "Course"). The Included Services also include access to Siteimprove's Academy Plus for up to 20 users at no additional charge. Academy Plus includes all Courses and learning tracks, a team leaderboard, administrative capabilities, and reporting. Academy Plus can be accessed through your dashboard at the URL stated above.

Limitations

The Included Services are subject to the following limitations:

- Your use of the Included Services is subject to the Limits. If you exceed the Limits, we will notify you that continued use in excess of the Limits may subject you to additional charges which will be documented in a mutually-agreed change order.
- Included Services may only be run on the website(s) listed in **Exhibit A**.
- Websites can be added to the Included Services, subject to the approval of Siteimprove.
- You must be the owner of the approved website(s).
- You can only add websites – approved websites cannot be replaced with different websites.
- Included Services may only be run on public websites that do not contain sensitive or personal information.

Term

The first date for this Agreement (the "**Effective Date**") is February 16, 2020. This Agreement will remain in force for a period of 3 years following the Effective Date (the "**Initial Term**"). After the Initial Term, this Agreement may be renewed for one or more additional consecutive periods of 12 months (the "**Renewal Term**").

Subscription Fees

The annual subscription fee (excluding applicable taxes) for the Included Services is: **$4,540** (the "**Fee**").

Invoices & Payments

All invoices are sent to the email address listed in the Customer Information section. If an email address is not listed, your invoice will be sent to the most current email address that Siteimprove has on file.

You will be invoiced as follows:

- On the date of your signature below, you will be invoiced for the Fee for access to the Included Services from February 16, 2020 until February 15, 2021 (which is the first year of the Initial Term).

- At least 45 days prior to February 16, 2021, you will be invoiced the Fee for access to the Included Services for the second year of the Initial Term.
- At least 45 days prior to February 16, 2022, you will be invoiced the Fee for access to the Included Services for the third year of the Initial Term.

All invoices must be paid pursuant to the terms set forth in Section 2 of the Terms and Conditions (**Exhibit B**).

Act With Digital Certainty

Siteimprove
www.siteimprove.com

86897

Customer Information (Required)

You may be subject to sales tax (or equivalent). Sales tax is determined based on the below-entered service location. Sales tax is not included in the Fee.

Service Address (Must be a physical address. The Service Address cannot be a PO Box)

Name:

Address:

Email:

Phone:

Billing Address (only complete if different from Service Address)

Name:

Address:

Email:

Phone:

Act With Digital Certainty

Siteimprove
www.siteimprove.com

86897

Customer Information

You may be subject to sales tax (or equivalent) unless you can provide proof of exemption. Are you exempt from sales tax?

☐ Yes, please attach exemption form.

☐ No.

Is a Purchase Order Number ("PO") required?

☐ Yes, please provide Purchase Order Number: _____

☐ No

If a PO is required, will you be providing a new PO for each invoice?

☐ Yes

☐ No, the provided PO number can be used for the initial invoice and all subsequent invoices

Signatures

By signing below, each party acknowledges that it has carefully read and agrees to be bound by the terms of this Agreement. This Agreement will become effective on the Effective Date.

SITEIMPROVE Inc.	**Wadsworth City Schools**
Signature	Signature
Name	Name
Date	Date

86897

Exhibit A: Website(s)

The Included Services may be run on the following website(s):

- www.wadsworth.k12.oh.us

86897

Exhibit B: Terms and Conditions

1. **DEFINITIONS**

a. Interpretation. Capitalized terms used in these Terms and Conditions will have the meanings ascribed to them in the Agreement or as defined below. Terms other than those defined below will be given their plain English meaning and terms of art having specialized meanings in the software industry will be construed in accordance with industry standards. Unless the context otherwise requires, words importing the singular include the plural and words importing the masculine include the feminine and vice versa where the context so requires.

b. "**Affiliate**" means any entity directly or indirectly controlling or controlled by or in common control with a party, where "control" is defined in this context as the ownership of at least fifty percent (50%) or more of the voting stock or other interest entitled to vote on general decisions reserved to stockholders, partners, or other owners of such entity. An entity shall no longer be an Affiliate when through loss, divestment, dilution or other reduction of ownership, the requisite control no longer exists.

c. "**Confidential Information**" means information that is marked or otherwise identified as confidential or proprietary, or that would otherwise appear to a reasonable person to be confidential or proprietary in the context and circumstances in which the information is known or used that either party discloses on or after the Effective Date, to the other party or its parents, affiliates' employees, contractors, officers, directors, partners, agents, attorneys, accountants or advisors. Confidential Information includes: business processes, practices, methods, policies, plans, operations, services, strategies, techniques, transactions, potential transactions, negotiations, pending negotiations, know-how, trade secrets, computer programs, computer software, applications, operating systems, software design, web design, databases, records results, legal information, credit information, payroll information, staffing information, internal controls, security procedures, revenue, communications, original works of authorship, customer information, and customer lists. Confidential Information does not include information that: (a) was in the public domain prior or subsequent to the time such portion was communicated to the receiving party, through no fault of that party; (b) was rightfully in the receiving party's possession free of any obligation of confidence at or subsequent to the time such portion was communicated by the disclosing party; (c) was developed by the receiving party independently of and without reference to any information communicated by the disclosing party; (d) was communicated by the disclosing party to an unaffiliated third party free of any obligation of confidence; or (e) is approved by the disclosing party for release by the receiving party.

2. **INVOICES; PAYMENTS; PAST-DUE INVOICES; RENEWALS**

Unless expressly agreed otherwise, the Fee for the Initial Term will be invoiced on the Effective Date. At least 45 days prior to the expiration of the Initial or Renewal Term, Customer will be invoiced for the Fee for the Renewal Term. Customer will pay all invoices within 30 days of issuance. Unless expressly agreed otherwise, all prices are in United States Dollars. There is no charge for updates to, or new releases of, Included Services. However Siteimprove may launch new modules/services/products that are not covered by the Fee. In the event that an invoice becomes past-due, Siteimprove will notify Customer by phone or email. After Siteimprove has provided notice, Customer will have five business days to pay the past-due invoice. If Customer fails to make the payment by the end of the cure period, then Siteimprove reserves the right to: (i) begin charging Customer interest for the past-due amount at an interest rate of 1.5% per month, or the highest rate allowed by applicable law, whichever is smaller; (ii) discontinue the Included Services; or (iii) terminate this Agreement pursuant to Section 3 (a) (Termination).

3. **TERMINATION**

a. For Material Breach. Either party may terminate this Agreement in the event of a material breach by the other party of its obligations under this Agreement if the other party fails to cure the breach within 30 days after receipt of written notice of breach.

b. For Convenience. Customer may terminate this Agreement at any time during the Initial Term for convenience, however, Customer remains liable for payment of all Fees owed during the Initial Term (and any applicable Renewal Term) and will not be

entitled to a credit or refund when the Agreement is terminated pursuant to this Section 3(b).

4. **INCLUDED SERVICES**

Subject to the terms and conditions of this Agreement, Siteimprove will allow the Customer to access the Included Services.

a. Ownership. Customer acknowledges and agrees that Siteimprove owns and shall remain the sole owner of all intellectual property rights vested in the Included Services created prior to or during the performance by the parties of this Agreement. This ownership right includes any inventions, patents, utility model rights, copyrights, design rights, mask works, trademark rights, or know-how, whether registered or not.

b. Use. The right to access the Included Services is worldwide, non-transferable, non-assignable (except as permitted in this Agreement) and limited in time to access and use during the Initial and any Renewal Terms and solely for Customer's internal business purposes by Customer's authorized agents. Customer will have access to the Included Services only for those website domain(s) authorized pursuant to this Agreement.

c. Restrictions. This right is not a perpetual right to use, and Customer has no right to retain or to use the Included Services after termination of the Initial or Renewal Term. Customer has no right to rent, lease, assign, transfer, sublicense, display or otherwise distribute or make the Included Services available to any third party. Without limiting the generality of any other provisions stated in this Agreement, the Included Services may not be (a) used in the performance of services for or on behalf of any third party or as a service bureau; (b) modified, incorporated into or combined with other software, or created as a derivative work of any part of the Included Services; (c) used to process any sensitive or personal information; or (d) used for any illegal purpose. Customer may not modify, disassemble, decompile or otherwise reverse engineer the Included Services nor permit any third party to do so except as expressly permitted by law. Siteimprove reserves all rights not expressly granted to Customer under this Agreement. The use of Siteimprove's intellectual property beyond the express access grant in this Section 4 is outside the scope of this Agreement.

d. Support. Siteimprove will provide support to the Customer pursuant to the agreed support plan attached as Exhibit C. In no event will Siteimprove be obligated to furnish support for any version of the Included Services that Customer has modified or altered in any way.

e. Operational Data. The Included Services are designed to collect certain operational data, which may be used by Siteimprove for various business purposes, which may include customer support, verifying the need for and providing updates to the Included Services, market research and product planning, verifying Customer's compliance with the terms and conditions of this Agreement and protecting Siteimprove's intellectual property. If Customer has used the Included Services outside the parameters set forth in the Agreement, Customer will be required to pay additional fees to cover the additional use. Customer will not be retroactively charged if it goes over its Limits.

f. Development Site. The Included Services may be used on a temporary staging environment, which hosts web content prior to the launch of Customer's new website (a "**Development Site**") for up to one (1) year at no additional charge ("**Complimentary Scanning**"). Customer's live website must be included in Customer's subscription, and the Limits applicable to a Development Site must not exceed the Limits of the mirrored live site. Customer's permanent testing environments which remain active post-launch for ongoing testing and maintenance purposes are not eligible for Complimentary Scanning. To add a Development Site, Customer must either: (i) add the Development Site via the Siteimprove platform; or (ii) submit a ticket through the Siteimprove Help Center (https://support.siteimprove.com).

5. **REPRESENTATIONS AND WARRANTIES**

a. For Siteimprove. Siteimprove represents and warrants that: (i) it has the full power and authority to enter into and perform its obligations under this Agreement; (ii) this Agreement has been duly authorized, executed and delivered by it and constitutes the valid, legal and binding agreement of it and is enforceable against it; (iii) entering into and performing its obligations under this Agreement will not result in any breach of, or constitute a default under, any other agreement to which it is a party; and (iv) the Included Services will perform substantially as described in this Agreement, provided that it is used in accordance with the Agreement, including on the specified domains.

These representations and warranties are only for the benefit of Customer.

b. For Customer. Customer represents and warrants that: (i) it has the full power and authority to enter into and perform its obligations under this Agreement; (ii) this Agreement has been duly authorized, executed and delivered by it and constitutes the valid, legal and binding agreement of it and is enforceable against it; (iii) entering into and performing its obligations under this Agreement will not result in any breach of, or constitute a default under, any other agreement to which it is a party; (iv) it has full and legal right or authorization to display, disclose, transfer, assign or convey the information set forth and accessible on the websites on which the Included Services will be administered; and (v) it is aware that the Included Services are designed and developed to handle information that can be viewed on a public website and acknowledges that any data scanned through the Included Services on a Development Site will be processed and stored by Siteimprove just as data scanned on a public website.

c. Disclaimer. Except for the express representations and warranties listed in this Agreement, each party makes no representations or warranties of any kind, whether express or implied, and expressly disclaims all warranties of title, non-infringement, merchantability, and fitness for a particular purpose. Unless set forth in this Agreement, no oral or written information or advice given by either party will create a representation or warranty.

6. FORCE MAJEURE

No party will be liable or responsible to the other party, or be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement (except for any obligations to make payments to the other party), when and to the extent such failure or delay is caused by or results from acts beyond the impacted party's ("Impacted Party") reasonable control ("**Force Majeure Events**"). Force Majeure Events include: (a) acts of God; (b) flood, fire, earthquake or explosion; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (d) government order or law; (e) actions, embargoes or blockades in effect on or after the date of this Agreement; (f) action by any governmental authority; (g) national or regional emergency; (h) strikes, labor stoppages or slowdowns or other industrial disturbances; and (i) shortage of adequate power or transportation facilities. A change in economic circumstances is not a Force Majeure Event. If a Force Majeure Event occurs, the Impacted Party will provide prompt notice to the other party, stating the period of time the failure or delay is estimated to last. In the event that the Impacted Party's failure or delay remains uncured for a period of 30 days following written notice, either party may terminate this Agreement upon five days' written notice.

7. LIMITATION OF LIABILITY

a. In no event will either party or its agents, officers, directors, employees, successors, assigns, or Affiliates be liable to the other party or its agents, officers, directors, employees, successors, assigns, or Affiliates for any indirect, incidental, consequential, punitive, or other special damages. This limitation includes any loss of profits, business interruption, goodwill, loss of data/content or the restoration of any of those items.

b. In addition to and without limiting the generality of Section 7(a), the aggregate liability of either party for any and all claims arising out of or relating to this Agreement will, in any circumstances, be limited to the Fees paid or payable by Customer to Siteimprove for the right to access or use the Included Services during the Initial Term or any Renewal Term (as the case may be).

8. CONFIDENTIALITY

Each party will: (a) hold Confidential Information in confidence; (b) use its best efforts to protect Confidential Information in accordance with the same degree of care with which it protects its own Confidential Information; and (c) not disclose the other party's Confidential Information to any third party, except in response to a valid order by a court or other governmental body or as required by law. The receiving party will promptly give notice to the disclosing party of any unauthorized use or disclosure of the disclosing party's Confidential Information. The receiving party agrees to assist the disclosing party in remedying any such unauthorized use or disclosure of the disclosing party's Confidential Information. At any time, upon written request, the receiving party will return or destroy the

Confidential Information that the disclosing party has provided to it.

9. **ASSIGNABILITY**
This Agreement is binding upon and will inure to the benefit of the parties, their legal representatives, successors, and assigns. Except as otherwise expressly provided in this Agreement, neither party may assign, transfer, convey or encumber this Agreement or any rights granted in it, either voluntarily or by operation of law, without the prior written consent of the other party. Any attempt to do so is null and void. Notwithstanding the foregoing, a party shall have the right to assign this Agreement to its parent entity or affiliates or to a successor entity in the event of a merger, consolidation, transfer, sale, stock purchase, or public offering, provided the assignee is subject to all obligations of the Agreement.

10. **NOTICES**
Unless expressly set forth in the Agreement, all notices and other communications required by this Agreement must be in writing and sent to the parties at the addresses set forth below via overnight courier service, express postal service, or email with read-receipt. Notices are effective only: (a) upon receipt; and (b) if the party giving the Notice has complied with the requirements of this Section. Notice to Customer should be sent to the address set forth in the Customer Information Section. Notice to Siteimprove should be sent to:
Siteimprove, Inc.
Attn: Legal Department
7807 Creekridge Circle
Minneapolis, MN 55439
With a copy to:
legal@siteimprove.com

11. **GOVERNING LAW**
This Agreement will be governed by and construed in accordance with the laws of Ohio and the United States of America, except for its conflicts of law rules and principles. In the event of any suit or proceeding arising out of or related to this Agreement, the courts of Ohio will have exclusive jurisdiction and the parties will submit to the jurisdiction of those courts.

12. **NO WAIVER**
The delay or failure of either party to exercise any right, power, or privilege under this Agreement is not to be treated as a waiver of that right, power, or privilege.

13. **PUBLICITY**
Customer consents to Siteimprove reproducing and publicizing its trading name, trademarks, logos and any Included Services utilized by Customer, on the corporate website of Siteimprove and in company presentations. Customer retains the right to revoke this consent through written notification to Siteimprove.

14. **COUNTERPARTS**
The Agreement may be executed in any number of counterparts. Each counterpart is an original and, when combined with another counterpart, will be treated as part of the same document. Any counterparts of this Agreement may be delivered electronically in PDF format; these formats have the same effect as an original executed counterpart.

15. **SEVERABILITY**
Any provision of this Agreement that is prohibited or unenforceable in any jurisdiction is ineffective to the extent of that prohibition or unenforceability in that jurisdiction. The validity, enforceability, or legality of the remaining provisions will not be affected.

16. **ENTIRE AGREEMENT**
This Agreement constitutes and expresses the entire agreement and understanding between the parties. This Agreement supersedes any prior communications, understanding, commitments, or agreements, oral or written, with respect to the subject matter of this Agreement. The parties are not relying on any representations or warranties other than those expressly listed in this Agreement. Any standard or boilerplate terms and conditions included on any document provided by one party to another (e.g., click-wrap agreements and purchase orders) are not part of this Agreement and will not be binding on either party. Any changes or modifications to this Agreement must be in writing, acknowledge the intent to amend the terms and conditions of this Agreement and be signed by an authorized representative of both parties before taking effect.

86897

Exhibit C - Premium Support Plan

1. SCOPE OF SERVICES. Siteimprove provides Premium support as set forth in this Premium Support Plan.

2. SELF-HELP RESOURCES. Customers can take full advantage of Siteimprove self-help tools, available online via our Help Center (https://support.siteimprove.com/). From that page, Customers can find links to technical documentation and knowledge base articles, discuss issues with other users in our community forums, review what's new, read technical notes, and access free webinars.

3. PRODUCT SUPPORT AND TRAINING. Customers can contact Siteimprove for product support, training, and additional services by visiting our Help Center (https://support.siteimprove.com/). At that location, Customers can submit a support ticket 24x7x365.

3.1 SERVICE LEVELS. Siteimprove will utilize commercially reasonable efforts to promptly respond to all requests. Siteimprove aspires to review and respond to at least ninety percent (90%) of all tickets and requests within one (1) Business Day. "**Business Days**" are defined as the days on which Customer's regional support center is open for business (see Section 4). Besides general questions and technical issues, services covered by these tickets and requests include:

- Custom CMS deep-link setup
- Custom event-tracking setup (setup of ten events)
- Custom setup of internal search tracking
- Setup of Development website crawls
- Set up of non-public website (excluding development sites and subject to additional terms and conditions)
- Set up of custom advanced policies

3.2 SEVERITY LEVELS. When submitting a support ticket, Customers are asked to specify a severity level. The severity level is a measure of the relative impact of the reported issue on the Customer's systems or business. Accurately defining the severity ensures a timely response and helps Siteimprove to better understand the nature of the issue.

COSMETIC	MINOR	MAJOR	CRITICAL
• Minor problem not impacting service functionality • Feature requests or missing or erroneous documentation • Question/ information request that does not affect delivery of service	• Service is operational but partially degraded for some or all users, and an acceptable workaround or solution exists • The problem is with a non-critical feature or functionality	• Service is operational but performance is highly degraded to the point of major impact on usage • Important features are unavailable, with no acceptable workaround; however, operations can continue in a restricted fashion • Access to a particular third-party application or service provider deemed noncritical is impacted	• Service is down or unavailable • Critical features or functionality is unavailable or inaccessible, resulting in total disruption of work or critical business impact • Service crashes or hangs indefinitely causing unacceptable or indefinite delays for resources or response • Data is corrupted or lost and must be restored from backup • Any critical error encountered will be worked on by Siteimprove during

			# 86897 EMEA business hours until resolved

4. SUPPORT AVAILABILITY. Siteimprove has regional support centers servicing the Americas, EMEA and APAC. Open hours for these regional support centers are as follows.

- Americas Support Center - Minneapolis, MN, USA
  Weekdays 8:00 a.m. to 5:00 p.m. — Central Standard Time (CST/CDT) -0600 UTC
  excluding the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day, Day after Christmas, New Year's Eve
- EMEA Support Center - Copenhagen, Denmark
  Weekdays 8:00 a.m. to 5:00 p.m. — Central European Time (CET/CEST) +0100 UTC
  excluding Danish public holidays
- APAC Support Center - Sydney, NSW, Australia
  Weekdays 8:00 a.m. to 5:00 p.m. — Australian Eastern Standard Time (AEST/AEDT) +1000 UTC
  excluding New South Wales national and regional public holidays

5. SYSTEM AVAILABILITY.

5.1 STANDARD. Siteimprove will maintain its systems and operations to ensure Customer has access to the Included Services ninety-nine percent (99%) of the time ("**System Availability**"). System Availability is calculated as:

$$\frac{[\textit{Total number of minutes in a calendar month}] - ([\textit{Scheduled Downtime}] + [\textit{Unscheduled Outage Time}])}{[\textit{Total number of minutes in a calendar month}] - [\textit{Scheduled Downtime}]} \times 100\%$$

Scheduled Downtime is defined in Section 8. "Unscheduled Outage Time" is the number of minutes where the system is unavailable outside of the Scheduled Downtime. Unscheduled Outage Time does not include any exclusions defined in Section 5.3 (Exceptions).

5.2 MONITORING AND MANAGEMENT. Siteimprove will regularly monitor and manage its systems and operations to meet or exceed the System Availability. Such monitoring and management will include proactively monitoring all Included Service functions, servers, firewall and other components of Included Service security. If such monitoring identifies, or Siteimprove otherwise becomes aware of, any circumstance that is reasonably likely to threaten the System Availability, then Siteimprove will take necessary and commercially reasonable remedial measures to promptly eliminate or mitigate the actual or potential threat. If the Included Service or any Included Service function or component is not available, Siteimprove will: (a) verify the outage; (b) if the outage is verified, notify Customer as long as Customer has signed up for email alerts at http://status.siteimprove.com/ (https://support.siteimprove.com/); (c) resolve the outage or, if determined to be an internet provider problem, open a ticket with the internet provider; and (d) subject to the Customer having signed up for email alerts as described in Section 5.2(b), notify Customer when the outage has been resolved, along with any pertinent findings.

5.3 EXCEPTIONS. No period of Included Service degradation or inoperability will be included in Unscheduled Outage Time when calculating System Availability to the extent that such downtime or degradation is a result of: (i) Customer's misuse of the Included Services; (ii) failures of Customer's internet connectivity; (iii) Customer's failure to meet any minimum hardware or software requirements; or (iv) Scheduled Downtime.

6. SYSTEM RESPONSE RATE. Siteimprove will maintain its systems and operations to ensure that ninety-five percent (95%) of the time, the Included Services will provide a response to an external system inquiry in three seconds or less ("**Response Rate**"). The Response Rate will be measured from the time the inquiry is received by the Included Services to

the time that the response is sent by the applicable system. The Response Rate does not include any time during which Siteimprove is performing system maintenance. The Response Rate will be measured by a third-party solution of Siteimprove's choosing and reporting is available upon written request.

7. LIABILITIES. Siteimprove will exercise its best efforts to meet the standards set forth in this plan. In the event of a material failure to meet the above standards in any given month, a service credit in the amount of three percent (3%) of the pro-rated annual subscription fees for the applicable month will be issued for Customer and available for future subscription fees ("**Service Credit**"). Siteimprove has no obligation to issue any Service Credit unless (i) Customer reports the material failure to Siteimprove immediately on becoming aware of it; and (ii) requests such Service Credit in writing within three days of the failure. In no event will a Service Credit exceed 10% of the annual subscription fee as set forth in the Agreement. The Service Credit is non-refundable upon termination of Customer's Agreement with Siteimprove. The parties acknowledge and agree that the Service Credit is intended to be Customer's sole and exclusive remedy with respect to any failure by Siteimprove under this plan.

8. SCHEDULED DOWNTIME. Siteimprove will notify Customer through email alerts at least twenty-four (24) hours in advance of all scheduled outages of the included Services ("**Scheduled Downtime**") as long as Customer has signed up for the alerts at http://status.siteimprove.com (https://support.siteimprove.com/).

9. MAINTENANCE OF INCLUDED SERVICES. Siteimprove will regularly maintain the Included Services to meet or exceed the System Availability. Such maintenance services will include providing to Customer: (a) all updates, bug fixes, new releases, new versions and other improvements to the Included Services; and (b) all services and repairs that Siteimprove deems necessary to maintain or provide access to the Included Services.

10. TERM. This Premium Support plan remains in force for as long as Customer continues to pay Siteimprove for the Premium Support. Siteimprove has sole discretion to update the terms of this plan at any time. In such event, said update(s) will not result in a reduction in the level of support set forth in this plan. Any updates shall be provided to Customer in a timely fashion.

2019-2020 Graduation Roster (Tentative)

Name for Diploma
Tyler Kevin Anderson
Kathryn Grace Andrews
Julia Christine Arellano
Jacob Robert Asper
Joshua Carter Bach
Bethany Lynn Baker
Eddie Frank Deshawn Ball
Jace Robert Banks
Leah Terese Bardar
Hailey Janelle Barfuss
Justin William Barnard
Megan Alana Bartone
Megan Nicole Basco
Joshua Lee Bates
Serena Marie Bauer
Mason James Beal
DaQuan James Beal
Philip Cooper Bebesi
Adriana Mae Bebout
Benjamin Donald Beebe
Nicholas John Beiser
Lauren Danielle Beltz
Timothy William Bergan
Vincent Hyrum Beverly
Stanley Kunz Bingham
Zayla Pearl Bird
Mason Andrew Birkbeck
Kaylee Marie Bishop
Mason Vincent Blackmur
Anna Joelle Blamble
Bridget Louise Boland
John Robert Bova II
Parker Andrews Boyce
Garrett Nathaniel Boyes
Caden Barry Braman
Madison Louise Branan
Jonathan Thomas Bridenthal
Matthew Thomas Bruce
Alyssa Marie Brugh
Jacob Lance Bryson
Jeffrey Charles Buckland
Matthew Gavin Bugajski

Julia Faith Bunday
Jacob Paul Burkhart
Mackenzie Ann Burson
Emma Rose Cain
Ezekiel Omar Callaghan
Christopher Russell Callahan
Megan Olivia Callahan
Baylee Nerine Campbell
Victoria Rose Cannon
Elizabeth Rebecca Cannon
Michael Duane Carder
Christian Blaise Carlson
Gabriel Mikhail Carpenter
Kamron Bryce Carter
Patrick Daniel Chamier
Danielle Elizabeth Cheff
David Ralph Chirumbole
Andrew David Clark
Julianne Michele Clawson
Nicholas Alexander Claxton
Caleb Andrew Clegg
Madison Lee Coiner
Victoria Lynn Cole
Jeffrey Dillon Coler
Hailee Jolie Collier
Gabriel Kent Collura
Lauren Elizabeth Conley
Rachel Ann Cook
Jillian Lauren Cornacchione
Shane Louis Corp
Kelsie Marie Corrigan
Tyler Scott Cottrell
Madison Marie Couts
Katelyn Nicole Cox
Gage Austin Cox
Joshua James Craddock
Max Phillip Craider
Tyler Curtis Cramblett
Alexander Ilijah Cucuz
Abigail Dadich
Michael William Dallas
Amy Grace Davies
Courtney Rose Davis

Brittnay Helen Day
Katie Lee Deeser
Vincent Thomas Dejesus
Olivia Anne Denning
Jesse Singh Dhaliwal
Chase Brennan Diosy
Kaetlyn Noel Doty
Ainsley Abston Doyle
Andrew Michel Eby
John Patrick Edurese
Timothy Joseph Edwards
Logan Richard Egleston
Samantha Alexis Erb
Annika Rae Errante
Noah Michael Falanga
Canon James Falanga
Stephen Jacob Falkenstein
Cassidy Lynn Farnsworth
Lily Adele Fisher
Matthew Isaac Flaker
Serena Paige Fleming
Justin Thomas Ford
Morgan Elizabeth Ford
Mason Howell Fortner
Kyia Francis MeiLi Frank
Rachel Olivia Freno
Logan Nathaniel Freund
Leanna Rene Freund
Colin Wayne Fryar
Alexander James Fuller
Reagan Ashleigh Gatz
Makenzie Elizabeth Gaume
Grace Katherine Geihl
Alexis Jean Ginnard
Evianna Grace Goebel
Tyler Martin Andrew Goersmeyer
Wesley Thomas Gordon
Brendan Matthew Gordon
Thomas Allen Graff
Jasmine Emelia Graham
Carter Jay Greenlees
John Lewis Grice
Hunter William Griffin

Nathan Stephen Grimes
Logan Scott Grimm
Hailie Marie Guckeyson
Alexander Jeffrey Habegger
Tyler Justin Hachat
Alaynah Frances Hall
Abraham Regis Haprian
Brayden Cash Hardesty
Bret Owen Hardie
Hunter Hayden Harris
Aniya Danielle Harris
Kylie Marie Hartley
Alexander Michael Hartshorn
James Howard Harwick
Ian Joseph Haydu
Evelyn Rose Haydu
Alexander David Hays
Austin David Headrick
Gabriela Mae Heideman
Joshua Samuel Heller
Carlie Autumn Hendrickson
Devon Robert Heppert
Abby Nicole Hermann
Darby Ann Herrick
Olivia Ann Herrington
Haylee Hadree Higbee
Courtney Nadia Hill
Madison Louise Hill
Leigh Anne Hillegass
Ireland Riley Anne Hiscock
Ethan Michael Hitch
Nevaeh Lynn Hixenbaugh
Hanna Renee Hoesel
Dylan Andrew Hoffman
Josephine Meriam Homonai
Isabella Marie Homyk
Brooke Lynn Honnold
Rocco Clark Horner
Sara Xia House
Jared Robert Mahoney Hoynes
Hannah Lynn Hughes
Brayden Michael Humphrey
Thomas Jackson Indorf

Michael Angelo Jackson III
Collin Spenser Jarrell
Charles Newton Jenkins V
Alysha Jean Jones
Chastity Michelle Jones
Jared Ray Justice
Zachery Ryan Kahl
Samuel Alexander Kalapodis
Brian Joseph Keating
Jessica Leann Keel
Rachel Michele Kellner
Elizabeth Anna Kelly
Allison Elizabeth Kidd
Zachary Allen Kidd
Isaiah James Kilker
Kylie Michelle Kimes
Melody Elizabeth King
Amber Marie Kinney
Jessica Lynn Kirkpatrick
Kaitlyn Melissa Kittle
Brooke Marie Knapp
Arianna Lehela Knouse
Ronan Robert Kovach
Gretchen Claire Kovein
Madeline Elizabeth Kritzell
Ethan Alexander Krol
Emily Taylor Kurtz
Jena Elaine Lambright
Cole Nicholas Lamp
Erin Bailey Lampert
Emerson Ryan Lampert
Emma Elise Landals
Leenah Adel Lathram
Emily Ann Leatherman
Taylor Nicole Leatherman
Amanda Rae Lee
Aidan Patrick Leonard
Sondra Dawn Likley
Benjamin James Lilly
Emily Maria Livingston
Skylar Seleste Looper
Mikayla Michelle Looper
Dominic Mitchell LoParo

Jaydon Christopher Lucas
Katelyn Beth Ludtke
Amanda Lynn Lutz
Colby Michael Macko
Ethan Michael Madden
Kylee Marie Maibach
Connor Aidan Margo
Dylan Joshua Markley
Ian Cooper Allen Marshall
Courtney Ann Marteny
Angela Rose Marteny
Alberto Marting-Tabora
Alyssa Nichole Mascolo
Emily Christine Maslanka
Vivian Joan Maslanka
Lindsey Noel Massie
Nevaeh Sierra Mata
Kristina Nicole Mayle
Kenneth Christian McArtor
Madison Ann McCloskey
Cole Christopher McComas
Caitlyn Grace McDougal
Makayla Kaye McGraw
Violet Rose Mary McKenzie
Bailey Grace McMillan
Christian Raymond Melik
Allison Clare Merhar
Evan Norman Merkle
Faith Eleanor Merkle
Shelby Lynn Mesko
Kathryn Leigh Messam
Amber Rae Sunshine Meyer
Nathaniel William Meyer
Jozalyn Belle Miller
Dallas Michael Miller
Joshua David Mills
Lilian Grace Mills
Sydney Alexis Minton
Bethany Ann Morgan
Jacob Owen Morrison
Elaina Mae Morrison
Morgan Michelle Morrow
John Allen Motter

Joseph James Muhl
Kaitlynn Annmarie Murphy
Jenna Carrine Myers
Ryan Charles Nagel
Allison Marie Nixon
Federico Orlandini
Devin Richard Orr
William Harold Osborne
David Paul Osterhouse
Rebecca Elizabeth Painting
Malia Elizabeth Paizs
Erika Julia Palidar
Bailey Marie Papay
Taylor Jane Papp
David Ryan Pappas
Alyvia M. Parker
Sara Renee Pateos
Halle Adell Patterson
Connor Michael Pautz
Natalie Raye Pavick
Jake Edward Peebles
Heath Michael Pelkey
Cameron Andrew Perry
Donald Richard Peyatt
Abigail Grace Pfeister
Brendan Eric Phillips
McKayla Ann Pickering
Carter Hayes Piekarski
Morgan Marie Porpora
Gabrielle Joy Porubsky
Samuel James Price
Mary Grace Price
Alexis Rose Prock
Dillian Sabeion Rankin
Nicholas Richard Razek
Joseph Patrick Reeves
Kayleigh Rose Remington
Sylvia Grace Reynolds
Matthew Lee Richards
Angelina Juliet Riehl
Shyanna Marie Ritchey
Jacob Adam Roberts
Jonathan Richard Robertson

Ava Rose Robinson
Richard Joseph-Chase Rodgers
Olivia Payton Romig
Connor Bennet Ross
Max Duran Runkle
Jacob Daniel Russell
Autumn Elizabeth Rydarowicz
Lauren Katherine Satink
Haleigh Elizabeth Saylor
Alessandra Gabrielle Scalera
Jack Gregory Schnelzer
Jacob Allen Schnick
Sarah Jonell Scobee
Jacob Robert Sega
Ashley Diane Selby
Odyssey Marie Sellers
Cameron James Semancik
Halle Kate Shaeffer
Robert Ray Shaffer III
Samantha Grace Shaffer
Tevin Jacob Shelly
Chloe Joan Shelly
Rylie Lyn Shevel
Jesse Louis Shorter
Ana Isabel Simarro
Sulina Ann Sisouphanh
Seth Matthew Smalley
Adam Ross Smith
Lucas James Sommers
Madeline Clare Sorrent
Natalina Mae Spaugy
Emma Renee Spoerke
Christa Marie Stamp
Zackary David Starling
Elizabeth Grace Stedman
Christopher William Steele
Adam James Stevens
Lance Nolan Steward
Jade Lynn Stewart
Cody Michael Stout
Michael Streger
Scott Edward Stukovsky
Zachary Daniel Suarez

Derek Brian Sutton
Tyler James Swartz
Grant Michael Swires
Jacob Alan Switter
Megan Elizabeth Taylor
Daniel Anthony Taylor
Peerada Techawongprasert
Johnathon Michael Terry
Jordon Michael Theders
Jakob Riley Thomas
Emily Laura Thompson
Natalie Laura Timmerman
Kyle Latta Townsend
Adrianna Lee Townsend
Patrick Andrew Trout
Riley Erin Tucker
Blake Nicholas Turano
Alexander Michael Turner
Nathan James Ulichney
Michele Grace Umbaugh
Natalie Paige Vallant
Madison Elizabeth Van Eck
Jaime Layne Vaughan
Jessica Lynn Voitko
Christopher William Vorndran
Elena Vukovic
Baylee Marie Wachter
Hannah Paige Wadding
Thomas John Wagner
Elyse Caroline Waldow
Hannah Shae Wamser
Mason Thomas Warholic
Mary Rebecca Watson
John David Webb
Brian Kenneth Weeks
Dylan Michael Weingart
Haley Nichole Welch
Malik Latrell Wells
Franziska Carolin Wenzel
Eliana Margarite Wertz
Emily Grace Whitaker
Joshua Jennings White
Kiersten Nicole White

Olivia Renee Whitten
Abigail Sue Wichterman
Brianna Healy Wick
Madison Nicole Wilber
Abigail Arlene Willard
Joel Michael Williams
Averie Jade Williams
Kyla LeeAnn Williamson
Madison Lorraine Wise
Ethan Hunter Wise
Raymond Joseph Wogan
Anna Ladene Wolfinger
E'Anna Palacios Won
Emily Nicole Wright
Kyle Robert Yerkey
Abby Marie York
Victoria Lynne Zakikian
Holly Diana Zimmerman
Julianna Marie Zito
Lauren Elizabeth Zufra

Medina County Board of Developmental Disabilities

and

WADSWORTH CITY SCHOOLS

THIS AGREEMENT is entered into by and between the MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES, with its principal office at 4691 Windfall Road, Medina, Ohio 44256, hereinafter referred to as "**BOARD**", and WADSWORTH CITY SCHOOLS, with its principal office located at 524 Broad Street, Wadsworth, OH 44281, hereinafter referred to as "**LEA**".

SECTION 1: SERVICE TERM

1.1 This Agreement shall be effective from August 20, 2020 through May 27, 2021 for the 2020/2021 school year.

SECTION 2: PURPOSE

This Agreement is entered into between the **LEA** and the **BOARD** in recognition of both Parties' desire to provide special education and related services for eligible children with disabilities and to establish protocols to comply with the statutory obligation to consult prior to the placement of a child in a program operated by the **BOARD** as set forth in Ohio Revised Code § 3323.04. Per ORC 3323.14 the **BOARD** is permitted to bill the district of residence for educational costs in excess of the per pupil amount received.

SECTION 3: DEFINITIONS

For purposes of this Agreement, the following definitions shall apply:

3.1 "Resident Student" means a student age 3 through 21, who is enrolled in the **LEA** pursuant to state and Federal law and to whom the **LEA** bears the obligation to provide a free appropriate public education, as set in the "Operating Standards for Ohio's Schools Serving Children with Disabilities" (3151-02).

3.2 "Eligible Student" means a Resident Student who is eligible for special education and related services pursuant to the Individuals with Disabilities Education.

3.3 "Operating Standards" means the most current publication of the "Operating Standards for Ohio's Schools Serving Children with Disabilities" as adopted by the Ohio State Board of Education.

SECTION 4: LEA PROTOCOL OBLIGATIONS

4.1 The **LEA** shall evaluate and determine the eligibility of a Resident Student for special education and related services in accordance with federal and state law. The **LEA** shall work in cooperation with the **BOARD** to determine eligibility of a 2 year old child for Part B services who is currently receiving **BOARD** early intervention services. The **LEA**, in cooperation with the **BOARD**, shall also conduct all re-evaluations to determine an Eligible Student's continued eligibility for special education and related services in accordance with the time-frames within the Operating Standards established by the Individuals with Disabilities Education Act (IDEA). The **LEA** shall notify the **BOARD** of any Eligible students who have been placed in a **BOARD** program who are due to be re-evaluated by the **LEA** for eligibility for special education services through the use of a multifactor evaluation (MFE) during the upcoming school year.

4.2 The **LEA**, through the Individualized Education Plan (IEP) process identified in the Operating Standards, shall have the option to request placement of identified and eligible Resident Students into **BOARD** programs if it is determined to be appropriate relative to the eligible Resident Student's needs, goals and objectives as specified on the Resident Student's IEP, and to the extent the **BOARD** has resources available.

4.3 In the event the Evaluation Team Report (ETR) identifies a Resident Student who may be eligible for services through the **BOARD**, the Director of Special Education for the **LEA** shall send the **BOARD** any and all information as may be necessary for the **BOARD** to determine whether; (1) the Resident Student is eligible for **BOARD** services in accordance with the requirements for eligibility established by state law; and (2) if the Resident Student is eligible for **BOARD** services, whether the **BOARD** program can meet the needs, goals and objectives identified on the Resident Student's IEP.

4.4 The **LEA** shall obtain signed consent from the Resident Student's parent or guardian

prior to the release of any education records to the **BOARD** or prior to any evaluations or assessments conducted by the **BOARD** or on **BOARD** premises.

4.5 If the **BOARD** is an option for placement, then a representative from the **BOARD** must be a part of that IEP team decision. If the Resident Student is eligible for **BOARD** services as determined by the **BOARD,** and if the IEP Team recommends that the **BOARD** program is the most appropriate placement to meet the needs, goals and objectives identified on the IEP of an eligible Resident Student, then the Director of Special Education for the **LEA** may initiate the process to enroll the Resident Student in the **BOARD** program and to transfer all appropriate school records including the IEP.

4.6 The **LEA** shall be responsible for all meetings convened for Resident Students who may be placed at a facility operated by the **BOARD**, and for Eligible Students receiving **BOARD** services, for the purposes of developing, reviewing and revising the IEP. In the event the **BOARD** provides notice to the **LEA** that an Eligible Student's IEP is not providing educational benefit or that changed circumstances require a review of an Eligible Student's IEP, the **LEA**, in conjunction with the **BOARD**, shall be responsible for convening an IEP team meeting within a reasonable period of time thereafter to discuss the need for possible change in the Eligible Student's IEP.

As necessary, the **LEA** shall appoint and take reasonable steps to secure the attendance of a parent/surrogate for all meetings described in Section 4.6 for eligible Resident Students placed in foster care or in guardianship transitions.

SECTION 5: BOARD PROTOCOL OBLIGATIONS

5.1 The **BOARD** shall determine whether a Resident Student meets the educational requirements for services in programs operated by the **BOARD**. Such determination shall be completed no later than forty-five (45) days after submission of relevant materials by the **LEA**, or at such other time as the Parties may agree, in compliance with state and Federal law.

5.2 The **BOARD** shall provide reasonable notice to the **LEA** in advance of any IEP meeting that a representative of the **BOARD** shall attend and participate as a member of the IEP team with all rights and responsibilities of an IEP team member.

5.3 The **BOARD** shall request the **LEA** convene an IEP meeting for an Eligible Student should the **BOARD** determine that an Eligible Student's IEP is not providing educational benefit or that changed circumstances require a review of an Eligible Student's IEP.

5.4 If the **BOARD** objects to an IEP team's decision to request placement for an eligible Resident Student in a **BOARD** program, the placement dispute shall be resolved in accordance with procedures established pursuant to Ohio Revised Code § 3323.04.

5.5 The **BOARD** shall continue all educational placements in its programs during a period of "stay-put" in the event the parents or guardians of an Eligible Student seek due process as identified in the current Operating Standards.

SECTION 6: BOARD OBLIGATIONS FOR THE DELIVERY OF SERVICES

6.1 If resources are available, the **BOARD** shall provide special education and related services within its standard array of services to Eligible Students placed in its programs in accordance with the Eligible Student's IEP. The standard array of services includes classroom instruction (excluding additional paraprofessional staff; see Section 7.4), and nursing services. The **BOARD** shall provide behavior support services to assure student health and safety and to address behaviors that interfere with learning. The **BOARD** shall have physical therapy/physical therapy assistant services, occupational therapy/occupational therapy assistant services, and speech therapy services available to meet the IEP needs of the students. The BOARD will invoice the LEA a per diem direct service tuition cost, based on the scheduled days of attendance; See section 8.2. Should the **BOARD** be unable to fulfill this obligation, the **BOARD** shall immediately notify the Director of Special Education for the **LEA**.

6.2 The **BOARD** shall provide facilities and services for the placement of accepted Eligible Students at sites determined and operated by the **BOARD**. The **BOARD** shall provide sufficient classroom space and supplies to meet individual student's needs as well as applicable state and Federal requirements.

6.3 The **BOARD** shall ensure that all programs operated by the **BOARD** which serve Eligible Students are operated in accordance with the requirements of the Operating Standards and support Operating Standards including compliance with requirements for

confidentiality and delivery of services.

6.4 The **BOARD** shall ensure that all staff members employed by the **BOARD** who work with Eligible Students have been trained and appropriately credentialed according to state law, including complying with state requirements for criminal background checks.

6.5 The **BOARD** shall ensure its programs are operated and administered in accordance with the Operating Standards. In the event the **BOARD** programs do not meet the requirements as set forth in the Operating Standards, the **BOARD** shall immediately notify the **LEA**.

SECTION 7: LEA OBLIGATIONS FOR THE DELIVERY OF SERVICES

7.1 The **LEA** shall be responsible for any professional therapy services or assessments needed to meet the goals of an Eligible Student's IEP that are not included in the **BOARD**'S standard array of services described in Section 6.1, or if **BOARD** resources are not available

7.2 If the IEP team determines an Eligible Student needs additional paraprofessional support staff in addition to Board provided staff, to meet educational needs and assure health and safety, the **LEA** shall be responsible for the hiring or contracting of the paraprofessional staff, per the student's IEP.

7.3 The **LEA** shall be responsible for the transportation of Eligible Students.

SECTION 8: FISCAL SUPPORT

8.1 The **LEA** shall not be charged for special education or related services provided by the **BOARD** that are included in their standard array of services unless the **LEA** agrees to such charges in advance of their accrual. The **BOARD** shall not incur expenses for extraordinary costs for special education or related services.

8.2 Starting with the 2020-2021 School year, the **BOARD** shall implement a 5-year, phased-in, direct service cost, tuition-based fee schedule, calculated using the most recent submitted DODD Annual Income and Expenditure Report (Cost Report) minus any revenue offsets that the **BOARD** receives from federal or state funding. The 20% per

diem cost for tuition for the 2020-2021 School year shall be:

a. Pre-School
   - $16.39 per student, per scheduled day of attendance ($2,803/school year)

b. School Age
   - $23.93 per student, per scheduled day of attendance ($4,235/school year)

This is 20% of the total calculated direct service cost for the first year. Each school year, during the five-year phase-in, the amount will increase by 20% until 100% of direct service cost tuition is being billed to the LEA (school year 2024-2025). For the 2020-2021 school year, the direct service cost is based on the 2018 submitted Annual Income and Expenditure Report (Cost Report).

8.3 Per the request of the LEA, the **BOARD** will provide any documentation required that would allow the **LEA** to request reimbursement for these services through alternative funding resources.

8.4 If the **LEA** receives reimbursement from any source for any **BOARD** service provided to an Eligible Student during the term of this Agreement and if the **LEA** is not otherwise obligated to pay the **BOARD** for such services, the **LEA** shall remit such reimbursement to the **BOARD** within thirty (30) days of its receipt of such reimbursement.

8.5 The Parties shall collaborate with each other and other government entities to maximize sources of revenue.

SECTION 9: PAYMENT TERMS

9.1 The **BOARD** shall submit monthly invoices to the **LEA** Treasurer, who will review, approve, and process for payment. The **BOARD** shall supply the **LEA** with any additional information reasonably requested by the **LEA** to verify the **BOARD** rendered such services. The **LEA** shall pay the **BOARD** within thirty (30) days of receipt of invoice.

SECTION 10: TERMINATION, MODIFICATION AND AMENDMENT

10.1 Termination by Agreement - In the event the **BOARD** and the **LEA** mutually agree in writing to terminate this Agreement, this Agreement shall be terminated on the terms and on the date stipulated therein and in compliance with any applicable requirements.

10.2 Termination for good cause – Both Parties agree to attempt to settle disputes over obligations set forth in this Agreement as reasonably and promptly as possible; however, either Party may terminate this Agreement for cause provided that either Party provide written notice to the other Party of the perceived defaults and give that Party thirty (30) days within which to cure such defaults. In the event that the defaults are not cured within the thirty (30) day period, notice in writing shall be given to the defaulting Party and this Agreement shall terminate ten (10) days from the date of such notice.

10.3 The **BOARD** shall notify the **LEA** by February 1, 2021 if it is decided that it is necessary to terminate its school program in the following school year.

10.4 This Agreement may be amended or modified by agreement of the Parties in writing and attached hereto.

SECTION 11: DISPUTE RESOLUTION

11.1 Both Parties agree to attempt to resolve any differences related to the implementation of this Agreement amicably between the **BOARD'S** Director of Children's Services and the **LEA**'s Director of Special Education. If any dispute arises that cannot be resolved satisfactorily between the Directors, then the dispute shall be taken to the respective Superintendents. If the dispute cannot be resolved satisfactorily between the Superintendents, then the dispute shall be taken to the respective Boards.

SECTION 12: GENERAL PROVISIONS

12.1 Neither Party shall use the name of the other in any promotional or advertising material unless approval of the intended use is obtained from the party whose name is to be used.

12.2 If any terms and conditions of this contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and

shall remain in full force and effect. To this end, the terms and conditions of this contract are declared severable.

12.3 Section headings of this contract are for reference purposes only and shall not be construed as part of this contract.

12.4 This contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

SECTION 13: NOTICE

All communication to the **BOARD** by the **LEA** related to the service needs of a Resident Student shall be made to that individual's **BOARD** IEP team member by mail, fax, courier, or e-mail. Any other notices, demands, or other documents required or permitted to be delivered, shall be in writing and may be delivered personally or shall be considered to be delivered when deposited in the United States mail, postage prepaid, registered or certified mail, return receipt requested, addressed to the parties at their respective address indicated below.

If to **BOARD**:

Celeste Bajorek
Assistant Director of Children's Services
Medina County Board of Developmental Disabilities
4691 Windfall Road
Medina, Ohio 44256

If to **LEA**:
Joyce Walker
Wadsworth City Schools
524 Broad Street
Wadsworth, OH 44281

The LEA representative(s), who are qualified to provide or supervise the provision of special education and attend all Transition, MFE and/or IEP meetings are:

Name: _____ Position: _____

Name: _____ Position: _____

Name: _____ Position: _____

IN WITNESS WHEREOF, the parties are duly authorized to cause this contract to be executed on the dates indicated below.

MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES	WADSWORTH CITY SCHOOLS
BY Stacey Maleckar	BY Dr. Andrew Hill
NAME Stacey Maleckar	NAME _____
TITLE Superintendent	TITLE Superintendent
DATE 4/22/20	DATE _____
WITNESS Shannon Sees	WITNESS _____

Approved as to Form
S. Forrest Thompson,
Medina County Prosecutor
/s/ Tom J. Karris
Tom J Karris, Assistant Medina County Prosecuting Attorney

Medina County Board of Developmental Disabilities

and

WADSWORTH CITY SCHOOLS

For a One-on-one Transition Program

THIS AGREEMENT, entered into by and between the MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES, with its principal office at 4691 Windfall Road, Medina, Ohio 44256, hereinafter referred to as "BOARD", and Wadsworth City Schools, with its principal office located at 524 Broad Street, Wadsworth, OH 44281, hereinafter referred to as "SCHOOL DISTRICT", witnesseth that:

WHEREAS, in accordance with Chapter 3323.04 of the Ohio Revised Code, the BOARD may provide special education programs and is subject to the rules, regulations, and standards of the Ohio Department of Education (ODE); and

WHEREAS, the SCHOOL DISTRICT, in accordance with Chapter 3327.04 of the Ohio Revised Code may enter into Agreements with other school districts for the education of their students under terms agreed upon by both parties; and

WHEREAS, the parties desire to enter into an Agreement whereby the SCHOOL DISTRICT will provide reimbursement to the BOARD for the services designated in this Agreement.

Now therefore, the BOARD and the SCHOOL DISTRICT, for the mutual considerations herein contained and specified, do hereby agree as follows:

SECTION 1: SERVICE TERM

1.1 This Agreement shall be effective from August 20, 2020 through August 20, 2021.

1.2 The BOARD or SCHOOL DISTRICT may terminate this contract after giving the other party at least thirty (30) days written notice which shall be sent to the other party via certified mail.

1.3 The SCHOOL DISTRICT may terminate this contract in the event that the SCHOOL DISTRICT, in its sole discretion, has determined that conditions exist which present an immediate and substantial risk to the physical or mental welfare of the individual(s) receiving service, or the

continued inability of the BOARD to deliver service. If the SCHOOL DISTRICT determines that the agreement shall be terminated pursuant to this section, the SCHOOL DISTRICT shall give notice to the BOARD via certified mail, and upon the date of receipt of said notice, the obligations of all parties shall cease.

1.4 The BOARD may terminate this contract in the event that the BOARD has determined that conditions exist which presents an immediate and substantial risk to the physical or mental welfare of the individual(s) receiving service. If the BOARD determines that the contract shall be terminated pursuant to this section, the BOARD shall give notice to the SCHOOL DISTRICT via certified mail, and upon the date of receipt of said notice, the obligations of all parties shall cease.

1.5 The parties may terminate this contract by mutual agreement in writing. Timelines for termination of obligations shall be identified in the written agreement.

1.6 In the event that this contract is terminated, the SCHOOL DISTRICT shall pay the BOARD for services rendered to the termination date. All finished and unfinished documents and other materials belonging to the SCHOOL DISTRICT shall be returned. Work product(s) produced by the BOARD to the termination date shall be delivered to the SCHOOL DISTRICT in a timely manner.

SECTION 2: AGREEMENT AMOUNT

2.1 The amount of this Agreement for services rendered by the BOARD as described in Section 4 is $22.00 per hour for each student served.

SECTION 3: PAYMENT TERMS

3.1 The BOARD shall submit an invoice on a monthly basis to the SCHOOL DISTRICT'S Treasurer, who will review, approve, and process for payment. The BOARD shall supply the SCHOOL DISTRICT with any additional information reasonably requested by the SCHOOL DISTRICT to verify the BOARD rendered such services. The SCHOOL DISTRICT shall pay the BOARD within thirty (30) days of receipt of invoice.

SECTION 4: BOARD SERVICES

4.1 BOARD shall one-on-one staff for transitional services through the STEP (Stepping To Employment Possibilities) program, which includes employment skills and social development, training assessments, job exposures, and volunteer opportunities.

SECTION 5: BOARD RESPONSIBILITIES

5.1 STUDENT RELATED

BOARD shall have sole approval discretion when determining the appropriateness of students being referred by the SCHOOL DISTRICT for services contained in this Agreement, or for maintaining services.

BOARD shall arrange for students to be paid at least commensurate wage for actual work performed.

BOARD shall arrange for worker's compensation coverage for students while they are performing paid work.

5.2 STAFF TRAINING, CREDENTIALS, AND BACKGROUND CHECKS

BOARD shall conduct criminal background investigations of all staff in accordance with ORC 5126.281, and provide evidence of such upon request.

BOARD shall require that all staff meet the ODODD's rules and regulations.

BOARD shall furnish the SCHOOL DISTRICT with evidence of appropriate state licensure and credentials and/or certification as required for all personnel providing services under this contract, upon request.

BOARD shall assure no staff is listed on the ODODD Abuse Registry.

BOARD shall employ staff in sufficient numbers and with sufficient academic background and/or experience to meet the training, health, safety, social and personal needs of the students as such needs are mutually agreed upon by the parties.

5.3 EMPLOYMENT STANDARDS

BOARD shall comply with all local, state and federal requirements regarding non- discrimination, fair employment practices, and wage and hour standards, and shall not discriminate in the provision of services on the basis of age, race, color, disability, religion, sex, or national origin. BOARD agrees to adhere to all relevant professional standards of practice and codes of ethics.

5.4 RECORDS AND AUDITS

BOARD shall maintain a record system adequate for recording services, charges, dates, and all other commonly accepted information for services provided to students under this contract. BOARD shall allow the SCHOOL DISTRICT access to these records at any time during regular business hours. At a minimum, BOARD shall maintain all information, data, reports, and documentation as may be required by the SCHOOL DISTRICT, Medicaid, ODODD, ODE, and any other applicable regulations and accreditation requirements, both state and federal, in compliance with standards, for each and every unit of service provided to students and submitted to the SCHOOL DISTRICT for payment.

5.5 MAJOR UNUSUAL INCIDENTS

BOARD shall give notice within 24 hours of incidents adversely affecting the health and safety of individuals receiving services under this contract to the SCHOOL DISTRICT and the BOARD'S SSA Department, and shall provide other additional reports to the SCHOOL DISTRICT and to such other persons and/or agencies as is required by applicable state and federal law. "Major Unusual Incidents" and "Unusual Incidents" is defined in OAC 5123:2-17-02.

5.6 WORKERS' COMPENSATION

BOARD shall comply with all applicable Workers' Compensation laws, evidence of which must be produced to the SCHOOL DISTRICT upon request.

5.7 CONFIDENTIALITY

BOARD agrees not to disclose any information obtained while performing the services set forth in this contract without the express prior written informed consent of the individual authorized to release such records. With respect to student-specific protected health information, the BOARD agrees at all times to retain the confidentiality of any student-specific information made available to or generated by the BOARD through the course of the contract. If applicable, the BOARD shall comply with any applicable FERPA and HIPAA requirements.

5.8 INSURANCE

BOARD will obtain and/or maintain in full force and effect general liability insurance covering the BOARD'S activities under this contract. Such coverage shall be an amount of not less than one million dollars ($1,000,000) per occurrence with an annual aggregate limit not less than three million ($3,000,000). BOARD shall furnish the SCHOOL DISTRICT with proof of insurance upon request.

SECTION 6: SCHOOL DISTRICT RESPONSIBILITIES

6.1 SCHOOL DISTRICT shall make referrals of appropriate students to the BOARD for services under this Agreement.

6.2 SCHOOL DISTRICT shall secure all required parental/guardian consents for services under this Agreement and provide said consents to the BOARD.

6.3 SCHOOL DISTRICT shall provide a liaison to the BOARD to provide additional support, to include but not be limited to emergency transportation, consultation on behavioral or work related issues, and any other additional information as needed.

6.4 SCHOOL DISTRICT shall transport students to/from home and BOARD program location(s).

6.5 SCHOOL DISTRICT shall maintain all rights and obligations under state and federal law for the education of the student.

6.6 SCHOOL DISTRICT shall include the BOARD as a member of the student's IEP team.

6.7 SCHOOL DISTRICT is the district of residence for the student.

6.8 SCHOOL DISTRICT shall hire or contract for any therapy assessments or therapy services that may be needed.

SECTION 7: GENERAL PROVISIONS

7.1 BOARD shall not subcontract the delivery of any services under this contract unless prior written approval is obtained from the SCHOOL DISTRICT.

7.2 BOARD, as well as employees of the BOARD, shall at all times be a private, independent contractor and shall not be considered an employee, agent or partner of the SCHOOL DISTRICT. The BOARD acknowledges its legal obligation to pay and account for all necessary employer tax contributions.

7.3 Neither party shall use the name of the other in any promotional or advertising material unless approval of the intended use is obtained from the party whose name is to be used.

7.4 Any attachments are hereby incorporated as a part of this contract.

7.5 If any terms and conditions of this contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and shall remain in full force and effect. To this end, the terms and conditions of this contract are declared severable.

7.6 Section headings of this contract are for reference purposes only and shall not be construed as part of this contract.

7.7 This contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

SECTION 8: NOTICE

Any notices, demands, or other documents required or permitted to be delivered, shall be in writing and may be delivered personally or shall be considered to be delivered when deposited in the United States mail, postage prepaid, registered or certified mail, return receipt requested, addressed to the parties at their respective address indicated below.

If to BOARD:

Ed Dryer

Medina County Board of Developmental Disabilities

4691 Windfall Road

Medina, Ohio 44256

If to SCHOOL DISTRICT:

Joyce Walker

Wadsworth City Schools

524 Broad Street

Wadsworth, OH 44281

IN WITNESS WHEREOF, the parties are duly authorized to cause this Agreement to be executed on the dates indicated below.

MEDINA COUNTY BOARD DEVELOPMENTAL DISABILITIES	WADSWORTH CITY SCHOOLS
BY Stacey Maleckar	BY Dr. Andrew Hill
NAME _____	NAME _____
TITLE Superintendent	TITLE Superintendent
DATE 4/22/20	DATE _____
WITNESS _____	WITNESS _____

Approved as to form:

S. Forrest Thompson
Medina County Prosecuting Attorney

By: /s/ Tom J. Karris
Assistant Prosecuting Attorney

Medina County Board of Developmental Disabilities

and

WADSWORTH CITY SCHOOLS

For the STEP/ESY Program

THIS AGREEMENT, entered into by and between the MEDINA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES, with its principal office at 4691 Windfall Road, Medina, Ohio 44256, hereinafter referred to as "BOARD", and Wadsworth City Schools, with its principal office located at 524 Broad Street, Wadsworth, OH 44281, hereinafter referred to as "SCHOOL DISTRICT", witnesseth that:

WHEREAS, in accordance with Chapter 3323.04 of the Ohio Revised Code, the BOARD may provide special education programs and is subject to the rules, regulations, and standards of the Ohio Department of Education (ODE); and

WHEREAS, the SCHOOL DISTRICT, in accordance with Chapter 3327.04 of the Ohio Revised Code may enter into Agreements with other school districts for the education of their students under terms agreed upon by both parties; and

WHEREAS, the parties desire to enter into an Agreement whereby the SCHOOL DISTRICT will provide reimbursement to the BOARD for the services designated in this Agreement.

Now therefore, the BOARD and the SCHOOL DISTRICT, for the mutual considerations herein contained and specified, do hereby agree as follows:

SECTION 1: SERVICE TERM

1.1 This Agreement shall be effective from August 20, 2020 through August 20, 2021.

1.2 The BOARD or SCHOOL DISTRICT may terminate this contract after giving the other party at least thirty (30) days written notice which shall be sent to the other party via certified mail.

1.3 The SCHOOL DISTRICT may terminate this contract in the event that the SCHOOL DISTRICT, in its sole discretion, has determined that conditions exist which present an immediate and substantial risk to the physical or mental welfare of the individual(s) receiving service, or the

continued inability of the BOARD to deliver service. If the SCHOOL DISTRICT determines that the agreement shall be terminated pursuant to this section, the SCHOOL DISTRICT shall give notice to the BOARD via certified mail, and upon the date of receipt of said notice, the obligations of all parties shall cease.

1.4 The BOARD may terminate this contract in the event that the BOARD has determined that conditions exist which presents an immediate and substantial risk to the physical or mental welfare of the individual(s) receiving service. If the BOARD determines that the contract shall be terminated pursuant to this section, the BOARD shall give notice to the SCHOOL DISTRICT via certified mail, and upon the date of receipt of said notice, the obligations of all parties shall cease.

1.5 The parties may terminate this contract by mutual agreement in writing. Timelines for termination of obligations shall be identified in the written agreement.

1.6 In the event that this contract is terminated, the SCHOOL DISTRICT shall pay the BOARD for services rendered to the termination date. All finished and unfinished documents and other materials belonging to the SCHOOL DISTRICT shall be returned. Work product(s) produced by the BOARD to the termination date shall be delivered to the SCHOOL DISTRICT in a timely manner.

SECTION 2: AGREEMENT AMOUNT

2.1 The amount of this Agreement for services rendered by the BOARD as described in Section 4 is $10.00 per hour for each student served.

SECTION 3: PAYMENT TERMS

3.1 The BOARD shall submit an invoice on a monthly basis to the SCHOOL DISTRICT'S Treasurer, who will review, approve, and process for payment. The BOARD shall supply the SCHOOL DISTRICT with any additional information reasonably requested by the SCHOOL DISTRICT to verify the BOARD rendered such services. The SCHOOL DISTRICT shall pay the BOARD within thirty (30) days of receipt of invoice.

SECTION 4: BOARD SERVICES

4.1 BOARD shall provide work transitional services through its STEP (Stepping To Employment Possibilities) program, which includes employment skills and social development, training assessments, job exposures, and volunteer opportunities.

4.2 BOARD shall provide transportation services to/from its program location(s) and community work sites, utilizing ODE compliant vehicles.

SECTION 5: BOARD RESPONSIBILITIES

5.1 STUDENT RELATED

BOARD shall have sole approval discretion when determining the appropriateness of students being referred by the SCHOOL DISTRICT for services contained in this Agreement, or for maintaining services.

BOARD shall arrange for students to be paid at least commensurate wage for actual work performed.

BOARD shall arrange for worker's compensation coverage for students while they are performing paid work.

5.2 STAFF TRAINING, CREDENTIALS, AND BACKGROUND CHECKS

BOARD shall conduct criminal background investigations of all staff in accordance with ORC 5126.281, and provide evidence of such upon request.

BOARD shall require that all staff meet the ODODD's rules and regulations.

BOARD shall furnish the SCHOOL DISTRICT with evidence of appropriate state licensure and credentials and/or certification as required for all personnel providing services under this contract, upon request.

BOARD shall assure no staff is listed on the ODODD Abuse Registry.

BOARD shall employ staff in sufficient numbers and with sufficient academic background and/or experience to meet the training, health, safety, social and personal needs of the students as such needs are mutually agreed upon by the parties.

5.3 EMPLOYMENT STANDARDS

BOARD shall comply with all local, state and federal requirements regarding non- discrimination, fair employment practices, and wage and hour standards, and shall not discriminate in the provision of services on the basis of age, race, color, disability, religion, sex, or national origin. BOARD agrees to adhere to all relevant professional standards of practice and codes of ethics.

5.4 RECORDS AND AUDITS

BOARD shall maintain a record system adequate for recording services, charges, dates, and all other commonly accepted information for services provided to students under this contract. BOARD shall allow the SCHOOL DISTRICT access to these records at any time during regular business hours. At a minimum, BOARD shall maintain all information, data, reports, and documentation as may be required by the SCHOOL DISTRICT, Medicaid, ODODD, ODE, and any other applicable regulations and accreditation requirements, both state and federal, in compliance with standards, for each and every unit of service provided to students and submitted to the SCHOOL DISTRICT for payment.

5.5 MAJOR UNUSUAL INCIDENTS

BOARD shall give notice within 24 hours of incidents adversely affecting the health and safety of individuals receiving services under this contract to the SCHOOL DISTRICT and the BOARD'S SSA Department, and shall provide other additional reports to the SCHOOL DISTRICT and to such other persons and/or agencies as is required by applicable state and federal law. "Major Unusual Incidents" and "Unusual Incidents" is defined in OAC 5123:2-17-02.

5.6 WORKERS' COMPENSATION

BOARD shall comply with all applicable Workers' Compensation laws, evidence of which must be produced to the SCHOOL DISTRICT upon request.

5.7 CONFIDENTIALITY

BOARD agrees not to disclose any information obtained while performing the services set forth in this contract without the express prior written informed consent of the individual authorized to release such records. With respect to student-specific protected health information, the BOARD agrees at all times to retain the confidentiality of any student-specific information made available to or generated by the BOARD through the course of the contract. If applicable, the BOARD shall comply with any applicable FERPA and HIPAA requirements.

5.8 INSURANCE

BOARD will obtain and/or maintain in full force and effect general liability insurance covering the BOARD'S activities under this contract. Such coverage shall be an amount of not less than one million dollars ($1,000,000) per occurrence with an annual aggregate limit not less than three million ($3,000,000). BOARD shall furnish the SCHOOL DISTRICT with proof of insurance upon request.

SECTION 6: SCHOOL DISTRICT RESPONSIBILITIES

6.1 SCHOOL DISTRICT shall make referrals of appropriate students to the BOARD for services under this Agreement.

6.2 SCHOOL DISTRICT shall secure all required parental/guardian consents for services under this Agreement and provide said consents to the BOARD.

6.3 SCHOOL DISTRICT shall provide a liaison to the BOARD to provide additional support, to include but not be limited to emergency transportation, consultation on behavioral or work related issues, and any other additional information as needed.

6.4 SCHOOL DISTRICT shall transport students to/from home and BOARD program location(s).

6.5 SCHOOL DISTRICT shall maintain all rights and obligations under state and federal law for the education of the student.

6.6 SCHOOL DISTRICT shall include the BOARD as a member of the student's IEP team.

6.7 SCHOOL DISTRICT is the district of residence for the student.

6.8 SCHOOL DISTRICT shall hire or contract for any therapy assessments or therapy services that may be needed.

SECTION 7: GENERAL PROVISIONS

7.1 BOARD shall not subcontract the delivery of any services under this contract unless prior written approval is obtained from the SCHOOL DISTRICT.

7.2 BOARD, as well as employees of the BOARD, shall at all times be a private, independent contractor and shall not be considered an employee, agent or partner of the SCHOOL DISTRICT. The BOARD acknowledges its legal obligation to pay and account for all necessary employer tax contributions.

7.3 Neither party shall use the name of the other in any promotional or advertising material unless approval of the intended use is obtained from the party whose name is to be used.

7.4 Any attachments are hereby incorporated as a part of this contract.

7.5 If any terms and conditions of this contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and shall remain in full force and effect. To this end, the terms and conditions of this contract are declared severable.

7.6 Section headings of this contract are for reference purposes only and shall not be construed as part of this contract.

7.7 This contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

SECTION 8: NOTICE

Any notices, demands, or other documents required or permitted to be delivered, shall be in writing and may be delivered personally or shall be considered to be delivered when deposited in the United States mail, postage prepaid, registered or certified mail, return receipt requested, addressed to the parties at their respective address indicated below.

If to BOARD:
Ed Dryer
Medina County Board of Developmental Disabilities
4691 Windfall Road
Medina, Ohio 44256

If to SCHOOL DISTRICT:
Joyce Walker
Wadsworth City Schools
524 Broad Street
Wadsworth, OH 44281

IN WITNESS WHEREOF, the parties are duly authorized to cause this Agreement to be executed on the dates indicated below.

MEDINA COUNTY BOARD DEVELOPMENTAL DISABILITIES	WADSWORTH CITY SCHOOLS
BY Stacey Maleckar	BY Dr. Andrew Hill
NAME Stacey Maleckar	NAME _____
TITLE Superintendent	TITLE Superintendent
DATE 4/22/20	DATE _____
WITNESS Shannon Sees	WITNESS _____

Approved as to form: 4/16/2020

S. Forrest Thompson
Medina County Prosecuting Attorney

By: /s/ Tom J. Karris
Assistant Prosecuting Attorney

WESPA Tentative Agreement Summary Document
March 30, 2020

Language Clean-Up: Numerous areas of language clean up (e.g. references to wrong sections of the agreement, etc.)

5.02 Association Leave: Increases association leave from one hundred forty (140) hours to one hundred seventy-five (175) hours per year for Association activities.

6.05 Assign of Extra Time/Overtime: Adds language that will allow a member to substitute in a different classification outside of his/her regular hours at his/her current wage, not the substitute rate, provided the proper permit/certification is held by the bargaining unit member.

6.10 Holidays: Removes "floating" designation and makes Christmas Eve and New Year's Eve both holidays for those who are eligible.

6.11 Vacations: Creates a new category and revises the current schedule, as follows:

11 days less than nine years
16 days nine years, less than fourteen years
21 days fourteen years, less than twenty years
26 days twenty years, less than twenty-five
27 days twenty-five years and over

9.08 New Employee Orientation: New provision stating that new bargaining unit members will attend the annual new employee orientation, provided they are hired prior to the said orientation date(s).

10.03B Bidding and Selection: Excludes Health Aide positions from the current bidding and selection requirements unless a current bargaining unit member has a medical certificate and/or license.

11.01 Special Education: Clarifies that "student paraprofessionals" means special education vehicle drivers, special education aides and special education attendants. Corrects reference to Article to XII (not XI as currently written).

13.04C Transportation: Removes restriction that a driver that wishes to be on the overtime list must notify the transportation supervisor no later than the route selection day each year. Allows a driver to indicate interest to be included on the list (or removed) at any point during the year.

18.01D Probationary Period: Removes the thirty (30) day probationary period when members are changing classifications within the Paraprofessional Series or when members are moving from the classification of "Aides" to the Paraprofessional Series.

Appendix B: Increases base pay by the following:

Year 1: 2.5%
Year 2: 2.5%
Year 3: 3.0%

Appendix B: Adds “Library Aide who is part of an encore rotation” to the same pay rate as special education aide and attendant.

Appendix B & E: Creates a new Classification Series of RBT aides and RBT attendants and the corresponding hourly wage rates.

Consensus Statement: Whenever possible, the Board and Association agree that offering an employee new to a position the opportunity to shadow an employee currently in the said position and/or to be provided with a mentor is best practice and is desired.

Consensus Statement: Moves current contract language (5.01F) detailing the Fair Share Fee to a consensus statement, with the understanding that if it ever becomes legal again it returns, as written, to the *Collective Bargaining Agreement*.

COLLECTIVE BARGAINING AGREEMENT

Between

WADSWORTH CITY BOARD OF EDUCATION

and the

WADSWORTH EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION OEA/NEA

July 1, 2020 - June 30, 2023

ARTICLE I - PREAMBLE 1
ARTICLE II - RECOGNITION 1
2.01 Recognition 1
2.02 Bargaining Unit 1
2.03 Full-Time/Part-Time 1
2.04 New Classifications 2
2.05 Supervisory Duties 2
ARTICLE III - PROCEDURES FOR CONDUCTING NEGOTIATIONS 2
3.01 Notice of Intent To Open Negotiations 2
3.02 Negotiating Teams 2
3.03 Negotiation Meetings 3
3.04 Caucus 3
3.05 Exchange of Information 3
3.06 Consultants 3
3.07 Public Progress Reports 3
3.08 Alternative Negotiations 3
3.09 Agreement 4
3.10 Mediation 4
3.11 Exclusivity of Procedure 4
ARTICLE IV - GRIEVANCE PROCEDURE 4
4.01 Definitions 4
4.02 Rights of the Individual 4
4.03 Rights of the Association 5
4.04 Time Limits 6
4.05 Hearings 6
4.06 Procedural Steps 7
ARTICLE V - ASSOCIATION RIGHTS 8
5.01 Dues Deductions 8
5.02 Association Leave 9
5.03 Right to Conduct Association Business 9
5.04 Right to Information 9
5.05 Right to Use School Building and Facilities 9
5.06 Labor Management Committee 10

5.07 Copies of the Agreement 10
5.08 Political Contributions 10
ARTICLE VI - PAY PROCEDURE 11
6.01 Salary Placement 11
6.02 Overtime 11
6.03 Minimum Call In/Scheduled Time 11
6.04 Temporary Assignments 11
6.05 Assign of Extra Time/Overtime 13
6.06 Increments 13
6.07 Shift Premium 13
6.08 Paychecks 13
6.09 Calamity Days 14
6.10 Holidays 14
6.11 Vacations 15
6.12 Mileage Reimbursement 16
6.13 Required Meetings 16
6.14 Severance Pay 17
6.15 Degree Status 17
ARTICLE VII - GROUP INSURANCE 17
7.01 General Provisions 17
7.02 Preferred Provider Organization (PPO) 18
7.03 Term Life Insurance 21
7.04 Dental Insurance 21
7.05 Grandfather Provision 22
7.06 Right to Purchase 22
7.07 Insurance Committee 22
ARTICLE VIII - LEAVE PROVISIONS 22
8.01 Sick Leave 22
8.02 Personal Leave 25
8.03 Unpaid Leave 27
8.04 Paid Adoption Leave 27
8.05 Unpaid Child Care Leave: 28
8.06 Jury Duty 29

8.07 Leave Pursuant to Summons or Subpoena 29
8.08 Assault Leave 30
8.09 Professional Leave 31
8.10 Family and Medical Leave Act 32
8.11 Military Leave 35
8.12 Classified Staff Absence Request Guidelines (Appendix G) 35
ARTICLE IX - INDIVIDUAL RIGHTS 35
9.01 Wage Notices 35
9.02 Defined Work Hours 36
9.03 Personnel Files 36
9.04 Discipline 37
9.05 Job Description 37
9.06 Evaluation 37
9.07 Professional Development 38
9.08 New Employee Orientation 39

ARTICLE X - ASSIGNMENT & CHANGES OF ASSIGNMENT OF PERSONNEL 39
10.01 Vacancy 39
10.02 Posting 39
10.03 Bidding, Selection 40
10.04 Involuntary Transfer 40
10.05 Annual Hours Adjustments 41
10.06 Additional Jobs 41
10.07 Extra Work Opportunities for 220 Day or Less Members 41
ARTICLE XI - SPECIAL EDUCATION/CROSSING GUARDS 42
11.01 Special Education 42
11.02 Crossing Guards 43
ARTICLE XII - REDUCTION IN FORCE 43
12.01 Reduction in Force (RIF) 43
12.02 Reinstatement 44
12.03 Seniority List 44
12.04 Precedence of Article XII 45

ARTICLE XIII - TRANSPORTATION 45
13.01 Annual Route Selection 45
13.02 Working Conditions 46
13.03 Substitutes - Regular Runs 46
13.04 Extra Trips 47
13.05 Summer Trips 49
13.06 Miscellaneous Provisions 49
13.07 Clothing Allowance 50
ARTICLE XIV - FOOD SERVICE PROVISIONS 50
14.01 Filling Cafeteria Vacancies 50
14.02 Rented Facilities/Banquets 51
14.03 Shirt and Shoe Allowance 51
ARTICLE XV - CLERICAL PROVISIONS 51
15.01 Work Refusal 51
ARTICLE XVI - CROSSING GUARDS, CUSTODIAL, MAINTENANCE & MECHANICS PROVISIONS 52
16.01 Rented Facilities 52
16.02 Equipment 52
16.03 Working Conditions 52
ARTICLE XVII - MANAGEMENT RIGHTS/WAIVER 53
17.01 Management Rights 53
17.02 Job Descriptions 53
ARTICLE XVIII - MISCELLANEOUS PROVISIONS 53
18.01 Probationary Period 53
18.02 Non Discrimination 54
18.03 Criminal Background Checks 54
18.04 The Board of Education agrees to provide a safe and secure workplace 54
ARTICLE XIX - DEFINITIONS OF AGREEMENT 54
19.01 Days 54
19.02 Full Time Employee 55
19.03 Regular Employee 55
19.04 Work Week 55
19.05 Transportation Bus Run 55

19.06 Shuttle Run 55
19.07 Classification 55
19.08 Classification Series 55
19.09 District Seniority 55
19.10 Classification Seniority 56
19.11 Trip 56
19.12 Business Manager 56
ARTICLE XX - SEVERABILITY 56
20.01 Scope of Agreement 56
ARTICLE XXI - DURATION 57
CONSENSUS STATEMENTS 85

APPENDICES

APPENDIX A-1 GRIEVANCE PROCEDURE FORM 58
APPENDIX A-2 GRIEVANCE DECISIONS 59
APPENDIX B WAGE RATE SCHEDULES: 2020-2023 60
APPENDIX C EMPLOYEE REPORT OF INJURY 70
APPENDIX D-1 SICK LEAVE POOL DONATION FORM 71
APPENDIX D-2 SICK LEAVE POOL APPLICATION FORM 72
APPENDIX D-3 SICK LEAVE POOL APPROVAL FORM 73
APPENDIX E CLASSIFICATION SERIES-REDUCTION IN FORCE FLOW CHART 74
APPENDIX F HEALTHCARE PROVIDER'S CERTIFICATION FOR RETURN TO WORK 75
APPENDIX G ABSENCE REQUEST FORM 76
APPENDIX H SCHEDULE OF HEALTH AND PRESCRIPTION DRUG COVERAGE 78
APPENDIX I DENTAL BENEFIT SUMMARY 82
APPENDIX J MOU RELATED TO TWO-HOUR DELAY SCHEDULE 84

ARTICLE I - PREAMBLE

This Agreement is between the Wadsworth City School District, hereinafter referred to as the "Board," and the Wadsworth Educational Support Personnel Association (WESPA) Ohio Education Association (OEA), National Education Association (NEA), hereinafter referred to as the "Association," sets forth all agreements of the parties, and supersedes all prior written and oral understandings.

ARTICLE II - RECOGNITION

2.01 Recognition

The Board hereby recognizes the Association as the sole and exclusive representative for the purposes of collective bargaining as defined in Chapter 4117 of the Ohio Revised Code for the bargaining unit defined in Section 2.02A.

2.02 Bargaining Unit

A. The bargaining unit shall include all classified employees currently employed or to be employed by the Board, excluding management level employees, supervisory employees, confidential employees, and employees in any other bargaining unit. These exclusions include: Superintendent, Treasurer, all other certified personnel, Bus Supervisor, Business Manager, Facilities Supervisor, Assistant Facilities Supervisor, Food Services Supervisor, High School Security Monitor, Technology Trainer, and secretaries to the Superintendent, Four-Cities Compact Director, Business Manager, Facilities Supervisor, Accounting Supervisor, Treasurer's Secretary, Payroll Supervisor, Switchboard Clerk, and students employed or who will be employed by the Board.

B. Hereinafter, employees in the defined unit will be referred to as bargaining unit members or members.

2.03 Full-Time/Part-Time

A. Full-time members shall be those who are contracted to work one thousand two hundred fifty (1,250) hours or more in a work year.

B. Part-time members shall be those who are contracted to work less than one thousand two hundred fifty (1,250) hours in a work year.

C. Any member who was considered full time by virtue of working six (6) hours or more per day and contracting to work a minimum of one hundred eighty-seven (187) days/or more work a year as of June 30, 2003, will continue to be eligible for all benefits provided to full-time members.

2.04 New Classifications

The Board reserves the right to create new classifications and job descriptions for those job classifications. All newly created classifications within any classification series included within the bargaining unit, and which are similar to job classifications then included within the bargaining unit, shall become part of the bargaining unit and shall be covered by and subject to the terms and provisions of this Agreement. The Board shall notify the Association in writing when a new bargaining unit classification is created. Within ten (10) days of such notice, the Association and the Board will meet and bargain the appropriate rate of pay for any new or changed classification and working conditions. This provision does not apply to managerial, supervisory and confidential positions.

2.05 Supervisory Duties

Members will not discharge, discipline or evaluate other members. However, members whose job description requires direction over other members may be required to provide information about the quality and quantity of work performance. With respect to such other conduct, members may be required to disclose what they observe, but will not be asked to monitor or observe other members' conduct. Further, consistent with job descriptions, members may be assigned to direct the work of other members.

ARTICLE III - PROCEDURES FOR CONDUCTING NEGOTIATIONS

3.01 Notice of Intent To Open Negotiations

A. Either party to this Agreement desiring to negotiate a successor agreement shall notify the other party in writing no sooner than April 1, and no later than April 30 of the year in which this Agreement expires. Notification in writing from the Association shall be addressed to the Superintendent and from the Board shall be addressed to the Association President.

B. Within fifteen (15) days after receipt of such notice, an initial meeting will be held at which each party will submit in writing its proposals(s), and thereafter no additional items shall be submitted by either party unless the other party consents thereto.

3.02 Negotiating Teams

A. The Board and the Association shall be represented at all negotiation meetings by a team of not more than six (6) bargaining unit members, a consultant, and the Association President. Neither party shall have control over the selection of the negotiating team members of the other party.

B. While no final agreement shall be executed without the ratification by the Association and the Board, the parties mutually pledge that their negotiators will be clothed with all necessary power and authority to make proposals, and to make concessions in the course of the negotiations that shall be conducted exclusively between said negotiating teams.

3.03 Negotiation Meetings

A. Meetings shall be scheduled at reasonable intervals, places and times as agreed to by both parties. Negotiation meetings shall be scheduled at the request of either party and, until negotiations are concluded, either party may require, at each meeting, decision on the date, time, and place of a subsequent meeting. Individuals negotiating during their normal scheduled hours will be paid for the time missed as a result of negotiating during normal assigned hours. When unforeseen circumstances make it impossible for the chief negotiator of either team to be in attendance, or cause him/her to be late, it shall be the duty of that team to notify the other as promptly as possible and both parties shall thereupon agree to the time for the next negotiation session.

B. All meetings shall be in private sessions and no machine recording shall be allowed.

C. Both parties are obligated to bargain in good faith, but such obligation does not compel either party to agree to a proposal or require the making of a concession.

3.04 Caucus

Either party may recess for caucus, the duration of which shall be mutually agreed upon.

3.05 Exchange of Information

Both parties pledge to comply with reasonable requests for readily available information pertinent to the issues at hand.

3.06 Consultants

The parties may call upon consultants to assist in all negotiations. The expense of such consultants shall be borne by the party requesting them.

3.07 Public Progress Reports

Either party may issue news releases once a mediator is requested.

3.08 Alternative Negotiations

The parties shall meet at least six (6) months prior to the expiration of the Agreement to discuss and decide whether an alternate negotiations procedure (e.g., Interest Based Bargaining) shall be used instead of the traditional procedure described above. If an alternative negotiations procedure is agreed upon by the parties, ground rules, including meeting dates, will be established. The ground rules shall supersede any conflicting provisions under this Article.

3.09 Agreement

If consensus is reached on those matters being negotiated, the understanding of the parties shall be reduced to writing and submitted to the Association for ratification and, then, to the Board for its approval. When approved, in accordance with the provisions of this section, the Agreement shall be signed by both parties and shall become a part of the official minutes of the Board.

3.10 Mediation

If the Board and the Association have not reached agreement by July 1 according to the foregoing procedures, either party may request the assistance of a mediator from the Federal Mediation and Conciliation Service. The mediator shall have the authority to schedule meetings at reasonable times and places as he/she deems appropriate to assist the parties in reaching a settlement.

3.11 Exclusivity of Procedure

The negotiations procedure set forth in this Article supersedes and takes precedence over any inconsistent time limits or procedure set forth in Section 4117.14 of the Ohio Revised Code. Mediation, as set forth in Section 3.10 of this Article, constitutes the parties' mutually agreed upon, exclusive dispute settlement procedure and shall operate in lieu of any and all of the settlement procedures set forth in Section 4117.14 of the Ohio Revised Code. In the event mediation does not result in an agreement by the expiration date of this Agreement (or such subsequent date as the parties may mutually agree upon), Section 4117.14(D) (2) of the Ohio Revised Code will apply.

ARTICLE IV - GRIEVANCE PROCEDURE

4.01 Definitions

A. Grievance Defined

1. A “grievance” is any alleged violation of this Agreement or any dispute with respect to its meaning or application.

2. A grievance shall be filed at the lowest possible level. The lowest possible level means that level of the grievance procedure at which the Administrator/Immediate Supervisor hearing the grievance has authority to make a decision.

B. Days Defined

“Days” when used in this Article shall mean calendar days.

4.02 Rights of the Individual

A. Representation

1. A grievant, at his/her sole choosing, may appear on his/her own behalf or may be represented at any and all steps of the grievance procedure by no more than two (2) Association representatives, and/or the OEA and/or OEA legal counsel.

2. Nothing contained herein will be construed as limiting the right of a member having a problem to discuss the matter informally with an appropriate member of the Administration, and to have the grievance adjusted without intervention of the Association, provided that the adjustment is not inconsistent with the terms of this Agreement and that the Association has been given an opportunity to be present at such adjustment and state its views. Such resolution of a grievance shall not be considered precedent binding on the Association in future grievances. Any time a grievance proceeds beyond the first level, it is recommended that a member have a representative present.

B. No Reprisal

The fact that a member files a grievance shall not be recorded in his/her personnel file or in any file used in the transfer, assignment, or promotion process; nor shall such fact be used in any recommendation for reemployment or recommendation for other employment; nor shall the grievant, the Association or its officers, or any Board member or employee of the District be placed in jeopardy or be the subject of reprisal or discrimination for having followed or participated in this grievance procedure.

4.03 Rights of the Association

A. Notice of Decisions

Decisions rendered at each level will be made in writing on the forms hereto attached, setting forth decision(s) and the reason(s) therefore, and will be transmitted promptly to the grievant, the Association President and the Administrator against whom the grievance was filed.

B. Class Action Grievance

A grievance seeking specific relief for more than one (1) member may be filed by the Association on behalf of all affected members. The identity of those individual members allegedly affected will be disclosed to the administration no later than Level III.

C. Withdrawal of Support

Before the grievance is taken to the next level, the Association has the option of withdrawing its support. However, the grievant may continue to process the grievance through Level III, provided the procedural steps outlined in this Agreement are followed.

4.04 Time Limits

A. Maximum Limits

The number of days indicated at each level is considered a maximum. The time limits specified, however, may be extended by agreement of the parties.

B. Date of Formal Filing

If a written grievance (Level II) is not filed within thirty (30) days after the act or condition(s) giving rise to the grievance is known, the grievance shall be considered waived.

C. Failure to Appeal

If a decision on a grievance is not appealed within the time limits specified at any level of the procedure, the grievance will be deemed settled on the basis of disposition at that level and further appeal shall be barred.

D. Failure of Administrator to Respond

Failure at any level of an Administrator to communicate a decision within the specified time limit shall permit the grievant to proceed to the next level.

E. Recess Period

1. In the event a grievance is filed at such time that it cannot be resolved by the close of a work year, the grievance shall continue on time limits based on calendar days until resolution of such grievance.

2. The Association President and the Superintendent may mutually agree to extend any or all steps to a time certain. If the grievant is not represented by the Association, the grievant and the Superintendent may mutually agree to such extension.

3. In the event a grievance cannot be resolved because of the commencement of the Winter or Spring Recess, further attempts at resolution shall be postponed until the return to school following the Recess. However, the Association President and the Superintendent or, if the grievant is not represented by the Association, the grievant and the Superintendent may mutually agree to process the grievance during the Recess. The parties shall so agree when irreparable injury would result from a postponement.

4.05 Hearings

A. Time of Hearings

Hearings held under this procedure shall be conducted at a time and place which will afford a fair and reasonable opportunity for all persons, including witnesses, entitled to be present to attend. Grievance hearings shall be scheduled to avoid disruptions to the grievant and Association Representatives' workday. Grievance hearings held that conflict with a member's workday will not be charged to Association Leave.

B. Structure of Hearings

All formal hearings held under this procedure shall be structured so that due process under the circumstances is accorded the parties. Each hearing shall have provision for: initial presentation by the grievant's case, presentation by the Administration of the Administration's case, cross-examination and/or questioning, and final summaries, with either party having the right, at his/her own option, to waive any and all of the foregoing.

4.06 Procedural Steps

A. Level I (Initial Discussion)

If a member believes there is a basis for a grievance, he/she must first discuss the matter with his/her Principal or Immediate Supervisor in an effort to resolve the problem. During the meeting, the member will advise the Immediate Supervisor that the discussion is intended to be a Level I grievance meeting.

B. Level II (Business Manager)

1. If the grievant is not satisfied with the results of Level I, or is unable for cause beyond his/her control to discuss the matter with his/her Principal or Immediate Supervisor within thirty (30) days as prescribed in Section 4.04 (B), above, he/she may begin the procedure by submitting the written grievance on the form attached hereto, (Appendix A-1), to the Business Manager with a copy to the Association President.

2. Within seven (7) days of receipt of the form, the Business Manager shall render a written decision (Appendix A-2). The decision reached at this time will be recorded in Level II of the Grievance Report Form (Appendix A-2) and a copy will be sent to the grievant and the Association President.

C. Level III (Superintendent)

1. If the grievant is not satisfied with the results of Level II, he/she may, within seven (7) days of receipt of the Level II decision, continue the procedure by submitting the written grievance to the Superintendent/designee with a copy to the Association President.

2. Within fourteen (14) days of receipt of the form, the Superintendent/designee shall render a written decision. The decision

reached at this meeting will be recorded in Level III of the Grievance Report Form (Appendix A-2) and a copy will be sent to the grievant and the Association President.

D. Level IV (Arbitration)

1. If the grievant is not satisfied with the Level III decision, the Association ONLY, acting on the grievant's request, may demand a hearing by an arbitrator by filing a written demand for arbitration with the Treasurer not later than fourteen (14) days after receipt of the Level III decision.

2. Within seven (7) days of the filing of the arbitration demand, the Board and the Association shall either select an arbitrator by mutual agreement or the Association will petition the American Arbitration Association (AAA) to provide a list of names from which an arbitrator shall be selected. The fees of the AAA, the cost of the arbitrator, and cancellation fees, shall be shared equally by the Board and the Association.

3. The decision of the arbitrator shall be binding on both parties. The arbitrator shall have no power to add to, subtract from, or in any way modify the provisions of this Agreement, and the arbitrator is prohibited from making a decision contrary to law as determined by a Court of competent jurisdiction. The Voluntary Labor Arbitration Rules of the AAA shall govern the arbitration process.

ARTICLE V - ASSOCIATION RIGHTS

5.01 Dues Deductions

The Board agrees to deduct from the wages of any member, the dues initiation fees and assessments of the Association, upon presentation of a written deduction authorization from a member. All monies deducted for such purposes shall be paid promptly to the Association.

A. Deductions will be made in as nearly equal pay-period installments as possible during the school year and in an amount determined by the Association. Deductions shall begin with the first pay period in October.

B. The Board, on a monthly basis, shall transmit to the Association a single check in the amount of all dues so deducted.

C. Dues deduction authorization shall be on a continuing basis from year to year unless a request for withdrawal is submitted in writing to the Board Treasurer with a copy to the Association President by September 15.

D. In the event a member severs employment, the treasurer shall deduct all owed and remaining dues from that member's last paycheck.

E. The Association on or before September 31 shall transmit to the Treasurer a list of members and their dues deduction.

5.02 Association Leave

The Association shall be granted up to one hundred seventy-five (175) hours paid leave per year for Association activities. Such leave may be used in quarter (1/4) hour increments or more. Leave for arbitrations for bargaining members not subpoenaed will be deducted from the above hours. Notice of intent to use such Association leave shall be provided by the member by completing and delivering to his/her immediate supervisor the prescribed form at least five (5) days in advance of the anticipated absence. If circumstances make advance notice unusually difficult, the member shall notify his/her immediate supervisor of the intent to use Association leave as soon as practicable. (See Leave Form) The leave may be denied if more than ten (10%) of a classification series would be absent. In any classification series with twenty (20) employees or less, no more than two (2) employees may be on Association leave at one time.

5.03 Right to Conduct Association Business

Upon notification to the member's supervisor, Association representatives (President, Vice President, Treasurer, Secretary, Building/Classification Representative or designee) may conduct Association business with other members at the employee's job site for reasonable periods of time (e.g., representing a member in disciplinary setting) and at reasonable frequencies, so long as it does not interfere with school operations or any member's job duties. Association leave will not be used for this purpose. Members may not leave their job site to conduct Association business outside of negotiations or approved leave. The Superintendent shall be provided with a current list of building representatives on or before October 1.

5.04 Right to Information

The Association President will be sent one (1) electronic copy of the Board of Education's agendas and any such related attachments, such as the minutes and documents relating to members distributed at official Board meetings. These documents will be sent simultaneously with the distribution to the Board of Education.

5.05 Right to Use School Building and Facilities

Upon request to the building administrator, the Association shall have the privilege of using school buildings and facilities for lawful professional purposes on days school is in session. However, the Association shall not use school buildings, facilities or equipment at times or in a manner which would interfere with educational or other scheduled activities. Bargaining unit members working at the time of the meeting may attend the meeting with the following conditions: The building is not left unattended with a non-paid employee; and all missed paid time will be made up by adjusting his/her lunch or applying missed paid time to the end of the shift.

5.06 Labor Management Committee (LMC)

A. The purpose of the Labor-Management Committee is to foster communication on all matters of concern; to keep both parties to this Agreement informed of changes and developments caused by conditions other than covered by this Agreement; to keep the staff of all departments working at peak efficiency and to confer over potential problems in an effort to keep such matters from becoming major in scope. It is recognized that bargaining unit member concerns should be addressed at the lowest possible administrative level. The Committee shall be FMCS trained, consisting of no more than one bargaining unit member from each department, appointed by the Association President and three (3) members from the administration, unless the parties mutually agree that additional representatives may attend a specified session.

B. The meetings of the LMC are intended to be informal in nature in order to maintain an atmosphere of free exchange of ideas and concerns. The minutes of meetings shall be approved by the Superintendent and Association President prior to publication.

C. There shall be regular monthly scheduled meetings of the LMC. In addition, either party may request that the LMC meet to discuss matters of imminent concern. The LMC shall not reach consensus on issues unless the Superintendent and Association President are in attendance.

D. The LMC does not replace the grievance process.

5.07 Copies of the Agreement

The Board will provide each new member a copy of the Agreement and the applicable job description. The Board will provide the Association with a list of the names and addresses of newly hired members no later than two (2) weeks prior to the start of the school year and/or at other times when new members are hired.

5.08 Political Contributions

A. Upon written authorization of the member, the Board shall deduct from said member's wages the prescribed amount of five dollars ($5.00) or more as that member's contribution to the political organization of his/her choice. For OEA's Fund for Children and Public Education (FCPE), the amount per deduction may be any even dollar amount of at least one dollar ($1.00).

B. The authorization may be revocable by written notice upon the will of the member.

C. Money so collected shall be immediately forwarded by the Treasurer to the proper political organization along with the name(s) of the member(s) making the contribution.

ARTICLE VI - PAY PROCEDURE

6.01 Salary Placement

A. Each member shall be placed in the proper place on the appropriated schedule according to his/her classification and experience as provided in Appendix B.

6.02 Overtime

A. When any member is required by the Administration to work more than forty (40) hours (including time for approved vacation, sick leave, personal leave, calamity day and paid holidays) in the same job classification in any week, he/she shall be compensated for such time over forty (40) hours at one and one-half (1-1/2) times his/her base rate of pay. The only exception is for employees required to work on calamity days; they will receive pay as detailed in Section 6.09 of this *Collective Bargaining Agreement*.

B. All but emergency overtime must be approved in advance by the Business Manager, supervisory personnel or administration. Custodial overtime known in advance in CIS, WMS, and HS will be posted at least five (5) days in advance. Members must confirm acceptance of overtime within twenty-four (24) hours of posting. Once awarded, hours will be calculated for refusal or acceptance of the job assignment. At the start of the school year, rotation will begin with the most senior custodian; then rotation will be determined thereafter by the least amount of hours. Once awarded or assigned and subsequently cancelled by the member, or no custodian within the building accepts the overtime, the administration is free to fill the assignment without regard to Article 6.05.

C. Overtime hours should be recorded on the regular time sheet and will be included in the check for that pay period. Overtime pay will be indicated separately on pay stubs.

D. It is the responsibility of each member to submit overtime forms weekly showing job performed and time involved to their immediate supervisor for approval and transmittal to the Treasurer's office.

6.03 Minimum Call In/Scheduled Time

Each time a member reports for work, he/she shall be guaranteed and expected to work (if such work is provided) at least two (2) hours work with pay at the appropriate rate as dictated by this Agreement or law. Notwithstanding the above, any member who is hired as a crossing guard will be guaranteed and expected to work at least two (2) hours per day (as opposed to two (2) hours each time the member reports to work).

6.04 Temporary Assignments

A. When a member, other than a full-time custodian and food service member, is scheduled to be absent more than five (5) consecutive work days, the Board will

first offer the absent member's position, according to District seniority within the classification, to a qualified regular part-time member, who will increase his/her work hours as a result of the move, within the building first, on a rotating basis. If no member within the building accepts the temporary assignment, the administration may then offer the temporary assignment, according to District seniority within the classification, to members outside the building, who will increase his/her work hours as a result of the move, on a rotating basis. An outside substitute will fill the vacancy resulting from a member's substituting for the bargaining unit member (only one (1) replacement will occur, once a member accepts the temporary position, the substitute will fill his/her regular position).

B. When a full-time custodian is scheduled to be absent more than five (5) consecutive work days, the Board will offer the absent member's position to custodians within the building who have asked to be placed on the substitute rotation list. The list will reflect the member's interest in substitutions within the building and in other buildings. The Board will assign the substitution on a rotating basis, beginning with the most senior full-time custodian. If no custodian within the building is available, the Board will assign the substitution to a qualified custodian from another building who is on the rotation list. An outside substitute will fill the vacancy resulting from a member's substituting for the full time custodian. If the full-time custodian substitution is not be filled within two (2) full work days of the scheduled absence, an outside substitute will be used.

C. In absences less than five (5) work days, when the supervisor of a first shift full-time custodian is notified of the employee's absence in advance, he/she will do his/her best to offer the position to a second shift custodian in the same building who is on the rotating list referenced in 6.04 B.

D. If a regular member is substituting in a position of a higher classification than his/her regular position for three (3) or more consecutive days, he/she shall be paid at the first step of the higher classification or the next step beyond the first step that would result in a pay increase, retroactive to the first day of substitution in that position. The member will also assume the work schedule of the position in which he/she is substituting and be capable of assuming all essential duties of that position. If the member is asked to perform all essential duties of the higher classification, the member will receive the higher compensation on the first day of the substitution. The member shall note each day on the time sheet for whom he/she substituted.

E. If a member's regular rate is lower than the substitute rate for the higher classification, the member will get that substitute rate for the first two (2) days.

F. Where a member voluntarily substitutes in a lower classification or lesser paid position (which requires the member to place his/her name on the substitute list), that member will be paid in accordance with the substitute pay rate for that classification.

6.05 Assign of Extra Time/Overtime

Extra time/overtime occurs when a task normally performed by the member cannot be completed during regular work hours. Extra time within a building shall be offered first to the person in the classification normally filling such an assignment. If the person normally filling such an assignment is not available, extra time will be offered to those possessing the necessary skills and experience required for that assignment starting with the most senior employee in that classification within the affected buildings and then distributed on a rotating basis to those in the classification in the building and then throughout the District. If no member in the classification chooses to accept the extra time/overtime, then a member in a different classification may accept the extra time/overtime at his//her regular wage, not the substitute rate, provided the proper permit/certification is held by the member.

6.06 Increments

Increments will be made annually provided the member has been paid one hundred twenty (120) or more days in the previous year in a bargaining unit position or to a member whose bargaining unit position is scheduled for less than one hundred twenty (120) days per year. Such increments will be made a step at a time for all members below the maximum rate of pay for the job classification being performed. Required changes in increments will become effective the first regular pay period after July 1. When a member moves to a new job at a higher range, he/she will receive up to five (5) years of service credit or the next highest step that will give him/her an increase in pay. When a member moves to a new job at a lower pay range, he/she will receive credit towards placement on the applicable salary schedule for all years worked in the classification series.

6.07 Shift Premium

When over fifty (50) percent of any member's regular shift involves time worked between the hours of 11:00 p.m. and 7:00 a.m., the member shall be paid a bonus of fifty cents (50¢) per hour for all straight time on that shift.

6.08 Paychecks

A. Paychecks will be biweekly on Friday, during the term of employment. In addition, members may elect to receive his/her wages in twenty-six (26) bi-weekly, substantially equal pays. Where an employee changes days, or classifications, the twenty-six (26) pays will stop on that job. The member may elect to receive their new pay as a result of the change in, and the new days or classification spread over the remaining pays or be paid by straight hours worked. Paychecks will be delivered to the building at which employed unless the member requests that the check be deposited in his/her account. In order to facilitate payroll procedures, pay will be ten (10) days in arrears. All members who began

employment on or after July 1, 2003 will be paid via direct deposit into the account in the financial institution of the member's choice.

B. From November 2014 forward, for payroll purposes only, the work week shall start Wednesday at 12 a.m. and shall end the following Tuesday at 11:59 p.m.

6.09 Calamity Days

A. Members who work two hundred and twenty (220) days or less must report to work when the school or department to which they are assigned is closed due to some emergency if requested by their district supervisor. Personnel required to work during this type of situation will be paid one calamity day in addition to their regular pay for each hour actually worked for the first five (5) calamity days only during a given school year. Personnel not specifically requested to work are not to work when the school or department to which they are assigned is closed due to some emergency; these members will be paid for a maximum of five (5) calamity days each school year.

B. Members eligible for "Calamity Day" pay will be paid in the pay period during which the calamity day occurs.

C. Unless notified otherwise by Supervisory personnel or administration, members who are contracted to work in excess of two hundred and twenty (220) days are expected to report to work when the school(s) in which they are employed are closed owing to an epidemic or other public calamity. Members required to work on these days are expected to make every reasonable effort to be present to assist with routine tasks necessary to cope with the emergency and shall be paid one (1) calamity day in addition to their regular pay for each hour actually worked, up to five (5) calamity days during a given school year. Any calamity days in excess of five (5) days will be paid at straight time.

D. Members who work in excess of two hundred and twenty (220) days shall be paid for regular time lost if said epidemic or calamity prevents them from reporting, or causes them to be late.

E. Due to existing conditions, temporary job assignments for members who work in excess of two hundred and twenty (220) days may have to be made and accepted for which the member will be paid his/her regular rate of pay.

F. If a member is dismissed on a calamity day and then is called back to work, he/she will be paid a minimum of two (2) hours at time and a half.

6.10 Holidays

A. Any member who is required to work on the day observed as a holiday shall receive time and one half (1-1/2) for all hours worked in addition to pay for the holiday.

B. Holidays granted and paid are as follows: New Year's Day, Martin Luther King Day, Memorial Day, Fourth of July (for two hundred sixty (260) day members), Labor Day, Thanksgiving, the day after Thanksgiving, and Christmas Day. Good Friday also shall be a paid holiday in years when school is not in session on that day. Members assigned to work two hundred sixty (260) days or more will receive as holidays Christmas Eve and New Year's Eve days.

C. In order to qualify for the holiday pay, a member must be either working his/her last scheduled work day prior to the holiday and his/her first scheduled work day after the holiday, or be properly excused. Members on unpaid leave shall not be eligible for holiday pay.

D. When a member is filling in for a regularly scheduled position (for someone on vacation or for a posted, but not filled position) and is scheduled to work the day before and after a holiday, he/she shall be paid for the holiday.

E. In the event a holiday falls on Saturday, Friday will be the paid holiday. If it falls on Sunday, then, Monday will be the paid holiday. For a "floating" member, if the holiday falls on a day when the member is not scheduled to work, the "holiday" will be mutually agreed to between the member and the supervisor.

6.11 Vacations

A. Members assigned to at least two hundred sixty (260) days of work per year (excluding paid holidays) will be granted paid vacations as follows:

11 days less than nine years
16 days nine years, less than fourteen years
21 days fourteen years, less than twenty years
26 days twenty years, less than twenty-five years
27 days twenty-five years and over

For purposes of vacation accrual, the passage of each July 1 defines one year. (Members who have accrued vacation as of August 30, 2003 shall maintain said accrual and suffer no loss of vacation days.)

B. Vacation will be awarded on July 1 of each year for the year to be worked and may be taken upon accrual at times requested by the member and recommended by the supervisor, will be approved by the Business Manager. Email requests must be submitted three (3) workdays in advance to the member's immediate supervisor, except: (1) this requirement can be waived by the administration and (2) up to five (5) uses of vacation can be taken with one (1) workday's email notice to the member's immediate supervisor. Any email notice will also require submission of the vacation leave form at the time the request is made.

C. Members entitled to twenty (20) or more days of vacation must take five (5) of these days during the school term when pupils are not in session instead of summer.

D. A maximum of ten (10) days of unused vacation will be carried forward to the next year.

E. Vacation requests for school breaks (Winter and Spring) must be submitted at least five (5) days in advance unless waived by the Administration.

F. When a member moves from a position that does not qualify for vacation to a vacation qualifying position, placement on the vacation schedule will be determined by the following formula:

(Total years in a nine month position) times (.75) example:

13 years as nine month member moving to a twelve month position (13) x (.75) = 9.75 twelve month years, therefore, the member receives sixteen (16) prorated days of vacation.

(Total years in a ten and one-half month [220 days] position) times (.85) example:

13 years as a ten and one-half month (220 days) member moving to a twelve-month position (13) x (.85) = 11.05 twelve-month years, therefore, the member receives sixteen (16) prorated days of vacation and after three (3) years in the twelve month position, the member would be entitled to twenty-one (21) days of vacation.

6.12 Mileage Reimbursement

A bargaining unit member who is required by the Board to use his/her own automobile to perform his/her assigned duties shall be reimbursed for all such travel if the following conditions are met:

a. One week prior to use, members will provide their supervisor with an estimated amount of miles for the year.

b. Members must submit mileage reimbursement on an approved "Mileage Reimbursement Form" by the 25th of each month to their supervisor for reimbursement from the previous month.

c. Examples may include but are not limited to: a member who is assigned to more than one (1) school per day or attending mandatory training meetings that involve considerable distances. Rate of compensation is approved IRS rate. Members with more than one (1) position with the Board do not receive mileage to travel between positions.

6.13 Required Meetings

Required meetings are considered work time.

6.14 Severance Pay

A. A member shall receive severance pay upon quitting his/her employment in the District and/or retiring from active service providing he/she; (1) is approved for retirement benefits by the School Employees Retirement System (SERS), or (2) is at least fifty (50) years old and has worked at least ten (10) full years in the District, or (3) has fifteen (15) or more years' service credit with the SERS and at least ten (10) full years of employment in the District.

B. A qualifying member shall receive severance pay equal to forty percent (40%) of two hundred (200) days; i.e., a benefit of up to eighty (80) days of his/her accumulated and unused sick leave. If a qualifying member who does not have sufficient sick leave to qualify for maximum severance resigns or retires after fifteen (15) or more years employment in the district, then the severance pay to which he/she is entitled shall be supplemented by one day's pay for each year of employment in the district, provided that the total severance pay shall not exceed the eighty (80) day cap.

C. The payment shall be based on average hours assigned for the last three (3) years of employment. Hours will be based on last three (3) wage notices issued by June 30th of each year. Wages will be based on final wage rate at the time of retirement.

D. The payment will be made in one lump sum within ninety (90) calendar days of the last work day with the District. Alternatively, at the request of the member, payment may be delayed until the calendar year following retirement, providing the member takes full responsibility for taxes.

6.15 Degree Status

A member who previously attained or who attains an associate or higher degree from an Accredited College or University and administration determines the degree is relevant or helpful for the member's job description, shall be paid forty-five (45) cents per hour in addition to his hourly rate. The Member who acquires the degree that will provide the premium wage must provide documentation in the form of official transcripts by Sept 30 to the Superintendent in order to effect the change in pay for that fiscal year. In making this determination, the administration shall not act arbitrarily or capriciously.

ARTICLE VII - GROUP INSURANCE

7.01 General Provisions

A. Right to Insurance Benefits

In addition to the salary and other payments provided, the compensation of a full time member (as defined in Section 2.03) shall include the insurance benefits provided herein. Any member who was eligible for and receiving insurance benefits as of June 30, 2003 will continue to be eligible for and receive benefits.

Notwithstanding the above, any bus driver or vehicle driver who is driving a kindergarten/preschool run or career tech and who is working at least 6 hours per day will also be eligible for and receive benefits.

B. Copy of Certificate of Insurance

1. The Board shall provide to the Association one (1) copy of each signed contract and certificate of insurance entered into between the Board and the insurance company(ies) which shall provide the benefits specified in this Agreement.

2. Copies of contracts and certificates of insurance subsequently entered into by the Board shall be provided within two (2) months after they are received by the Board.

C. Distribution of Explanation of Coverage(s)

1. As amendments and/or changes in insurance coverage(s) or carriers are made, a member will receive a written description, prepared by the carrier, of such amendments and/or changes. This written description shall be provided to the member within sixty (60) days of the amendment and/or changes.

2. A member hired during the term of this Agreement shall, at the time of hire, receive a written description of all insurance coverage(s) in effect at that time.

D. Distribution of Insurance Cards

Each member shall be issued a current insurance card.

7.02 Preferred Provider Organization (PPO)

A. <u>Method of Payment/Insurance Premium Share</u>

Members shall pay a portion of the monthly premium according to the following schedule:

In the first year of this Agreement, the employee shall pay nine percent (9%) of the monthly premium for single premium, not to exceed seventy dollars ($70.00), and six percent (6%) for a family premium, not to exceed one hundred dollars ($100.00).

In the second year of this Agreement, the employee shall pay nine percent (9%) of the monthly premium for single premium, not to exceed seventy dollars ($70.00), and six percent (6%) for a family premium, not to exceed one hundred ten dollars ($110.00).

Beginning the third year of the Agreement, the employee shall pay nine percent (9%) of the monthly premium for single premium, not to exceed seventy five dollars ($75.00), and six percent (6%) for a family premium, not to exceed one hundred fifteen dollars ($115.00).Beginning the third year of the Agreement, if the premium exceeds twenty percent (20%), then the Insurance Committee will convene to discuss ways to control costs.

B. Specifications

See Appendix H for schedule of covered benefits, including prescription drug benefits and explanatory notes.

C. Wellness Rider

The wellness program will consist of a combination of activities that are designed to increase awareness, assess risk, educate and promote voluntary behavior change to improve the health of an individual. The objective is to encourage modifications of member health status and enhance personal well-being and productivity, with a goal of preventing injury and illness.

The program includes the following provisions:

(1) An annual voluntary onsite biometric screening or physician-directed preventive exam will be provided at no cost to the employee. Onsite biometric screenings or physician-directed examinations shall be conducted around the summer/fall of each calendar year. The screening shall provide (but not be limited in application to as determined by the District) confidential employee information in four (4) key wellness categories:

- Non-smoker or participation in a smoking cessation program
- Low density Li-protein (LDL)/High-density Li-protein (HDL) and Total Cholesterol
- Body Mass Index (BMI)
- Blood Pressure (BP)

(2) Effective January 1, 2018 all WESPA members and any new members hired subsequent to January 1, 2017 who voluntarily participated in the previous fall biometric screening or physician-directed preventive exam earn health credits applicable to the following calendar year. The value of health credits in the following calendar year will be issued exclusively based on the employee's participation in either the onsite biometric screening or physician-directed preventive exam. Single enrollees shall earn a credit of $100 to be applied to a Health Reimbursement Account (HRA) on a calendar year basis. Family enrollees shall earn a health credit of $200 to be applied to a Health Reimbursement Account (HRA) on a calendar year basis. Employer contributions to the HRA will expire at the end of the calendar year for which they are earned if they are not used.

(3) Effective January 1, 2019, employees who voluntarily participated in the 2018 onsite biometric screening or physician-directed preventive exam will have the opportunity to earn HRA credits. The value of HRA credits in the 2019 calendar year will be based on four key biometric components. Each component shall be equal to a credit value of $25 for single enrollees or $50 for family enrollees. In no event will the total value of credits exceed $100 for a single enrollee or $200 for a family enrollee. HRA credits are non-transferable and are only valid against allowable medical expenses incurred and applicable during the 2019 calendar year.

Beginning in 2019 and applicable for each subsequent calendar year, HRA credits shall be issued subject to the terms and conditions outlined herein; credits shall be provided on the following basis:

- Participation in the immediately preceding period's onsite biometrics initiative or physician-directed preventive exam.
- Employee certification of being a non-smoker or successful completion of a physician-directed smoking cessation program during the year shall be worth $25/single or $50/family.
- Total Cholesterol Score of 240 or less. Or, should the employee's score be in excess of 250, physician certification of the employee's participation in a management program to reduce their cholesterol risk or certification of the employee's inability to reduce this risk due to a related medical condition. Or, should the employee's total cholesterol be in excess of 240, a 5% improvement over the prior year's total cholesterol provided that the employee participated in the prior year's onsite or physician-directed examination process. Completion of any of the above three conditions shall be worth $25/single or $50/family.
- Body Mass Index (BMI) of 30 or less. Or, should the employee's BMI be in excess of 30, physician certification of the employee's participation in a management program to reduce their BMI or certification of the employee's inability to reduce this risk due to a related medical condition. Or, should be employee's BMI be in excess of 30, a 5% improvement over the prior year's BMI provided that the employee participated in the prior year's onsite or physician-directed examination process. Completion of any of the above three conditions shall be worth $25/single or $50/family.
- Blood Pressure of 140/90 or less. Or, should the employee's blood pressure be in excess of 140/90, physician certification of the employee's participation in a management program to reduce their blood pressure or certification of the employee's inability to reduce this risk due to a related medical condition. Or, should the employee's blood pressure be in excess of 140/90, a 5% improvement over both the prior year's Systolic and Diastolic blood pressure number provided that the employee participated in the prior year's onsite or physician-directed

examination process. Completion of any of the above three conditions shall be worth $25/single or $50/family.

(4) For each year after 2018, employees who voluntarily participated in the immediately preceding prior onsite biometric screening or physician-directed preventive exam will have the opportunity to earn health credits for the following calendar year.

7.03 Term Life Insurance

A. Right to Coverage

The Board shall purchase from a carrier licensed by the State of Ohio, group term life insurance in the amount of $50,000 for each regular, full-time member (as defined in 7.01(A)) now or hereinafter employed.

B. Method of Payment

The full cost of this program and any increase thereof shall be paid by the Board.

C. Right to Purchase Additional Coverage

The Board shall allow an eligible member to purchase additional amounts of coverage through payroll deduction, provided the number electing to take advantage of this opportunity is adequate to meet the requirements of the insuring company. The Board may insist that the amount of such additional coverage shall be $50,000 or $100,000, at the option of the member. The right to purchase such additional coverage is subject to availability and to all requirements imposed by the insurance carrier.

7.04 Dental Insurance

A. Right to Coverage

Except as specified in Section 7.01A, above, the Board shall self-fund and/or purchase from a carrier licensed in the State of Ohio, dental insurance coverage which meets the specifications set forth in this section for each member, now or hereinafter employed, and his/her family. The Board shall maintain the current Usual and Customary Rate (UCR) percentile for services out of the PPO network.

B. Method of Payment of Coverage

The full cost of such insurance shall be paid by the Board.

C. Right to Change Coverage Status

A member of the may change the coverage status (Single or Family) effective the first (1st) of any month, subject to the rules and regulations of the carrier.

D. Specifications of Coverage

Listed in APPENDIX I

7.05 Grandfather Provision

Current bargaining unit members who are eligible for and receiving benefits as of June 30, 2003, will continue to be included under the same terms as they are currently included. Should their hours be reduced below thirty (30) hours per week, the continuance of coverage will be capped at the Board's premium level at the time of the reduction in hours. Future entrants into the plan must meet the criterion in paragraph 7.01(A) above. If a member is given an additional job in the same classification qualifying the member for benefits and the additional hours are later eliminated, impacting eligibility, the member will be given the option to pay the premium for continued coverage for the balance of the school year. The premium payment will be effective the 1st day of the next month following the reduction in hours.

7.06 Right to Purchase

If a less than full-time member who, as of June 30, 2003 opted to join the group insurance plan and pay the total premium, he/she may continue to do so. Otherwise, any member who is not eligible for coverage under 7.01(A) above will not have the option to purchase coverage.

7.07 Insurance Committee

The Superintendent will establish a long-range insurance committee consisting of an equal number of representatives from the WESPA, WEA, and the administration. The Superintendent will appoint a facilitator of the committee. The committee's responsibilities include reviewing insurance costs, exploring programs additions/modifications and providing timely information for the negotiations process. The committee will submit agenda items. No change in the insurance program shall occur except through the negotiations procedure as provided for in Article III or under ORC 4117.

ARTICLE VIII - LEAVE PROVISIONS

8.01 Sick Leave

A. Members shall accrue sick leave at (1 1/4) times the average scheduled hours worked per week divided by five (5). Sick leave shall be charged as it is used in minimum increments of one quarter (1/4) hours, with a maximum accumulation of two hundred eighty-four (284) days. Members in the transportation series will be charged leave to the minute used, not in one quarter (1/4) hour increments. The State mandated accumulation of fifteen (15) days per year remains in effect. A member shall receive notification of his/her accumulated sick leave with each pay. A member who has not yet accumulated sufficient sick leave or who has exhausted sick leave and personal leave shall be credited up to five days of sick leave.

B. Use of sick leave shall be according to Statute which currently states that members may use sick leave, upon approval of the responsible administrative officer of the employing unit, for absence due to personal illness, pregnancy, injury, exposure to contagious disease which could be communicated to other members, and to illness, injury or death in the member's immediate family. Sick leave may also be used as follows: (1) for pregnancy as provided in the Ohio Revised Code. Absent medical verification of a need for a longer leave, the use of sick leave for pregnancy and/or child birth will not exceed six weeks from date of delivery; (2) for care of a spouse with a newborn baby up to a maximum of five days. If a member requires more than five days, he/she will provide written documentation to the Superintendent and (3) for the death of an aunt or uncle up to a maximum of two days. Babysitting for the member's children or grandchildren is an inappropriate use of sick leave. When the administration suspects an abuse in the use of sick leave and providing the administration notifies the member and Association President of this fact, the administration has the right to require an affidavit from a physician to verify the use of sick leave. Any misuse, abuse, or unauthorized use of sick leave will result in disciplinary action up to and including termination.

C. Any member whose job requires the operation of machinery or motor vehicle and who is on prescription medication that might impact the member's ability to perform those functions must immediately inform his/her supervisor and provide a physician's statement verifying the member's fitness to operate such machinery or motor vehicle.

D. The local definition of "immediate family" is:

Spouse of member
Children or grandchildren of member or his/her spouse
Parents and stepparents of member and member's spouse
Brothers and sisters of member and member's spouse
Grandparents of member and member's spouse
Son-in-law and daughter-in-law of member or of his/her spouse
In the event of death, "immediate family" also includes aunts and uncles.
Any person in loco of the above (e.g., anyone residing in the same home with the member or any relative who clearly stands in the same relationship with the member as any of those so specified). A member must provide a written description of the facts on the District absence report form supporting the in loco situation.

E. Members shall not be charged sick leave when school is not in session or when the member is not required to report to work.

F. Sick Leave Pool

1. A Sick Leave Pool shall be established from voluntary donations of sick leave days from members.

2. Each year, no later than October 31, each member who has a minimum of ten (10) accumulated sick days may donate one (1) day per year to the Sick Leave Pool by completing the Sick Leave Donation Form (Appendix D-1) and sending this form to the Association President.

3. Donations to the Sick Leave Pool will not be required for continued participation of a WESPA member until the pool balance falls below a value of fifteen thousand dollars ($15,000.00). The Treasurer's Office will notify the Association president when the pool balance falls below a value of $15,500.00.

4. Once a member donates sick leave and Appendix D-1 is forwarded to the Board through the Association President, the sick leave donation is irrevocable. The sick leave donation shall be immediately deducted from the member who donated the sick leave and placed into the Sick Leave Pool.

5. A member may use the Sick Leave Pool if he/she has met all the following criteria:

    a. All of his/her sick leave accumulation has been exhausted.

    b. His/her absence is due to a catastrophic illness or accident, or long-term illness, any of which must be certified by a doctor of the member.

    c. His/her catastrophic illness or accident or long-term illness has disabled the individual from performing normal job duties for at least ten (10) consecutive workdays and the condition is anticipated to continue fifty (50) continuous workdays from the date of the qualifying condition. Written medical verification of the above shall be required by a licensed medical doctor.

    d. The member has completed the Application to Use Sick Leave Pool (Appendix D-2).

    e. The member has applied for, or will apply within thirty (30) days from the start of the Sick Leave Pool benefits, for SERS disability or private disability retirement where the medical prognosis is that the member will not return to work within a reasonably short time (normally within sixty (60) working days). The Board will provide assistance to the member in preparing the disability retirement application, when requested.

    f. The member has:

        1. contributed to the sick leave pool in that same year; or

2. The member has contributed to the Sick Leave Pool in past years but is not able to donate at the time the pool balance falls below a value of $15,000.00 because he/she does not have enough available sick leave to meet the requirements identified in 8.01F2; or

3. The member is in his/her first or second year of employment and does not have enough available sick leave to meet the requirements identified in 8.01F2.

6. The Association President will review each new application and determine the eligibility of the applicant consistent with the criteria contained in Paragraph 4 above. The application of any member who meets the criteria will be forwarded to the Superintendent for verification and processing. (Appendix D-3)

7. In the case of a member who has been approved to participate in the Sick Leave Pool, days shall be granted in ten (10) day increments up to fifty (50) days. Unused days shall be returned to the Sick Leave Pool. Upon mutual agreement of the Board and the Union, if the Sick Leave Pool falls below a value of fifteen thousand dollars ($15,000.00), a time period in addition to the yearly September donation time period can be established in order to ask members to donate sick leave days to the Sick Leave Pool.

8. Days will be donated and issued based on the per diem at the time of the donation or issuance of the sick leave.

9. The maximum number of Sick Leave Pool days that may be claimed by any one (1) member is fifty (50) days for each separate and distinct catastrophic illness, accident or long-term illness as certified by a doctor of the member.

10. When a member is approved for SERS disability retirement or for private disability insurance benefits during the fifty (50) day Sick Leave Pool period, he/she must immediately utilize such benefits, and Sick Leave Pool benefits shall cease.

8.02 Personal Leave

A. Right to Leave

All members shall be eligible for three (3) days of paid non-cumulative Unrestricted Personal Leave per school year (July 1 - June 30).

B. Notice of Intent to Use Personal Leave

Notice of intent to use Personal Leave shall be provided by the member to his/her immediate supervisor on the prescribed form at least five (5) days in advance of the

anticipated absence. If circumstances make advanced notice impossible, notice shall be given to the immediate supervisor as soon as practicable.

C. Purpose of Leave

It is the intent of this Section to provide a member with a means of dealing with personal matters that cannot be handled except during work hours. (Classified Staff Absence Request Form, Appendix G).

D. Personal Leave

It is understood that a member will not use Personal Leave:

1. the first or last week of school;

2. two (2) days before the first student day of school;

3. the day before or after a paid holiday; extended weekend or unpaid break;

4. to extend a vacation; and/or

5. to perform or seek other employment.

6. Not more than ten percent (10%) of the classification within one (1) building or one (1) bargaining unit member (whichever is greater), or not more than ten percent (10%) of the bargaining unit members in a classification not tied to a building, of those entitled to personal leave may take it on any one day, and leave may be denied if necessary to insure sufficient members are available to work in a classification.

(Note: With the approval of the Superintendent, an exception may be made to paragraphs 1 through 6 above. The bargaining unit member must provide documentation to the Superintendent for consideration.)

E. Any unused personal leave hours at the end of the contract year (June 30) will be paid at the employee's per diem rate or will convert to sick leave. If a member wishes to convert his/her personal leave hours to sick leave, he/she must notify the Treasurer's Office by May 15.

F. Increments

Personal leave may be taken in minimum increments of one-quarter (1/4) hours. Members in the transportation series will be charged leave to the minute used, not in one-quarter (1/4) hour increments.

G. Requests

Members requesting personal leave shall be required to complete the Notification of Personal Leave Use Form. (Appendix H). A member utilizing Unrestricted

Personal Leave is subjected to the restrictions in Subsections B, D1, D3, D4 and D9.

H. A member who abuses personal leave will be subject to discipline, up to and including termination consistent with Ohio Revised Code 3319.

I. Members who begin working after August 1 will have personal leave hours prorated to the remainder of the year. For example, if a member is hired in March on a 220-day, 8-hour assignment which ends June 30, the member has 75 of 220 days left to work, i.e., 34 percent. 34 percent of 24 hours of personal leave is 8 hours.

J. Members who resign before June 30 will have their personal leave hours prorated from the beginning of the year. For example, if a member resigns in March on a two hundred twenty (220) day, eight (8) hour assignment which ends June 30, the member has worked one hundred forty-five (145) of two hundred twenty (220) days, i.e. sixty-six percent (66%). The member is permitted sixteen (16) hours of personal leave. The Administration will adjust final compensation if the member has used more than sixteen (16) hours of personal leave.

K. Members holding two less than full-time jobs may not use personal leave beyond the hours required for each individual job.

L. Members shall not be charged personal leave when school is not in session or when the member is not required to report to work.

8.03 Unpaid Leave

A. Unpaid Leave – Short Term

Unpaid leave of up to ten (10) days at one time may be granted, in writing, by the Superintendent or his designee upon prior written request to the Superintendent or his designee by the member. In emergency cases, verbal requests and approval shall be reported, in writing, by the supervisor or administrator granting the request.

B. Unpaid Leave – Long Term

Upon the written request of a member, the Board may grant Unpaid Leaves up to two (2) years in length.

8.04 Paid Adoption Leave

A. Adoptions in the United States

A member is eligible, upon adoption of a child in the United States, to use accumulated sick leave for up to a total of twenty (20) days, which may be taken after the Board receives documentation of the adoption. Such leave must be taken within a twelve (12) month period, during which period custody is received. If both

adoptive parents are Board employees, either or both may use sick leave under this provision with the understanding that the combined sick leave taken by both will not exceed twenty (20) days.

B. Adoptions Outside the United States

If a child outside of the United States is adopted, a member will be able to use accumulated sick leave for up to a total of twenty (20) days, which may be taken after the Board receives documentation of the adoption. Such leave must be taken within a twelve (12) month period, during which period custody is received. Further, accumulated sick leave may be used for up to a total of ten (10) days for the adoption process, prior to receiving custody of the child. The scheduling of leave for the adoption process will be arranged between the member and the Superintendent. If both adoptive parents are Board employees, either or both may use sick leave under this provision with the understanding that the combined sick leave taken by both will not exceed thirty (30) days.

C. Members shall not be charged adoption leave when school is not in session or when the member is not required to report to work.

8.05 Unpaid Child Care Leave:

A. Length of Leave

A member shall be granted unpaid child care leave to care for a newborn or an adopted child who is not yet school age. Unpaid child care leave and the absence (if any) charged to sick leave under Sections 8.01 and 8.04 shall not exceed twenty-four (24) months from date of birth, inclusive of the days when school is not in session or any month the employee is not scheduled to work. Unpaid child care leave shall start at the end of the use of sick leave (if any) and will expire no later than the end of the 24th month following the child's birth or date of adoption.

B. Eligibility for Leave

A member wishing to take unpaid leave for child care pursuant to this Section shall, as a prerequisite, file a letter of intent to use such leave, specifying its expected duration, not later than the end of the fifth (5th) month of pregnancy or within four (4) months of pending adoption date.

C. Right to Return from Leave

1. A member who has elected not to take additional leave pursuant to Section 8.05(A) above shall return to work as soon as the period of actual physical disability has ended. The member will notify the Superintendent in writing, of the date of her expected return as far in advance as possible.

2. A member who uses an additional unpaid leave for child care pursuant to Section 8.05(A) shall return on the date specified in the notice of intent to use the unpaid leave.

D. Rights While on Leave

A member who is absent on unpaid child care leave pursuant to Section 8.05 shall have the same rights, and only those rights, while on leave and upon return from leave as any other member who is absent on unpaid leave pursuant to Ohio Revised Code.

E. Insurance Coverage While on Leave

A member on unpaid child care leave may continue all insurance coverage provided by this Agreement. Such coverage will be at his/her own expense unless otherwise required by statute. Payment for such coverage shall be made monthly by the member to the Treasurer.

8.06 Jury Duty

A member shall be granted time off for jury duty actually served during work hours and shall suffer no loss of pay. If a member has served on jury duty in excess of four (4) hours in a given day, the member need not report to work. Similarly, if a member has worked four (4) hours of his/her shift prior to reporting to jury duty, the member need not return to work. The member may keep any payment received for jury duty. Documentation of jury duty actually served must be submitted to the appropriate supervisor.

8.07 Leave Pursuant to Summons or Subpoena

A. Right to Leave for a Summons or Subpoena

Any bargaining unit member who is summoned or subpoenaed for job-related issue shall be granted leave with no loss of pay or other benefits for days missed by reasons of the summons or subpoena. In the event a subpoena will be issued on behalf of the Association or Board, the party obtaining the subpoena must give at least five (5) calendar days' notice prior to the hearing. A summons or subpoena issued because of a student's custody issue is considered to be job related. A member receiving a subpoena to appear as a witness for a non-job related issue shall be eligible for leave under this section. A copy of the subpoena, once served, will be submitted to the Superintendent.

B. Right to Leave for a Non-Job Related Issue

Personal leave must be utilized for a summons issued because of a non-job related issue. If the member has exhausted his/her personal leave, and is summoned for something that is not job related, leave pursuant to summons or subpoena may be used in order to comply with the summons.

C. Leave not Covered

A member is not eligible for leave under this Section if the member is a party to the legal proceeding.

D. Duty to Report

If the member's responsibility under the summons or subpoena requires the member's participation in excess of four (4) hours in a given day, the member need not report to work. Similarly, if the member has worked four (4) or more hours of his/her shift and the member requires leave due to a summons or subpoena, the member need not return to work following completion of that responsibility. Documentation of the member's obligations under this Section must be submitted to the appropriate supervisor.

8.08 Assault Leave

A. Right to Leave

A member who is absent due to physical disability directly resulting from an assault, which occurs in the course of Board employment, while on duty either during school hours or where required to be in attendance at a school-sponsored function, shall be eligible to receive Assault Leave.

B. Notice of Intent to Use Leave

1. Such leave shall be granted, for a period not to exceed one hundred eighty (180) workdays, upon the member delivering to the Business Manager a signed Employee Report of Injury Form (Appendix C).

2. Such statement will indicate the nature of the injury, the date of its occurrence, the identity of the individual(s) causing the assault (if known), the facts surrounding the assault and willingness of the member to cooperate with the Board if the Board chooses to pursue legal action against the assailant(s).

C. Rights While On Leave

1. Except as provided in Section 8.08(D) and (E), below, a member on Assault Leave shall be maintained on full pay status during the period of his/her leave.

2. Leave granted under this Section shall not be charged against Sick Leave earned or earnable under ORC Section 3319.141 or leave granted under other Sections of this Article.

D. Length of Leave

Assault Leave may be used for the period of the disability up to a maximum of one hundred (180) workdays.

E. Restrictions

1. If medical attention is required, the member shall supply a certificate from a licensed physician stating the nature of the disability and its duration.

2. The member must file a Workers Compensation claim with the Business Manager's office. The pay of a member on Assault Leave shall be reduced by the amount received by him/her, if any, for Workers' Compensation as a benefit to cover loss of pay resulting from the injury. However, the member's pay shall not be reduced by benefits received from Workers' Compensation to cover occupational diseases, medical expenses, nursing expenses, hospital services, medicines and/or rehabilitation services.

3. If a member is unable to return to work after using fifty (50) days for assault leave, he/she shall provide the Board medical verification of the need for additional assault leave. The Board retains the right, at its own expense, to require the member to obtain the opinion of a second healthcare provider designated by the Board. If the second opinion is in conflict with the member's first medical verification, the Board may request, at the Board's expense, that the member see a mutually agreed upon healthcare provider to give a final and binding opinion regarding the need for continued assault leave.

4. Falsification of either the signed statement or a physician's certificate may be grounds for suspension or termination of employment under ORC Section 3319.16.

5. Members shall not be charged assault leave when school is not in session or when the member is not required to report to work.

F. Verbal Assault Leave

1. A member not physically assaulted but who is emotionally distraught due to a threat of physical injury that is direct, specific and plausible will receive up to two (2) days off without loss of pay, as long as the member reports the threat to the police. The police report must be attached to the Employee Report of Injury Form, Appendix C.

2. Members shall not be charged verbal assault leave when school is not in session or when the member is not required to report to work.

8.09 Professional Leave

A. Eligibility for Leave

A member may initiate a request or be assigned to attend professional conferences designed to improve the member's effectiveness in his/her assigned area(s).

B. Application for Leave

Application for professional leave shall be made by the member completing the form provided by the Board, and submitting it to his/her district supervisor.

C. Restriction

1. In determining whether to approve requests, the value of the conference relative to the costs of attendance shall be considered along with the availability of funds within the Board's annual appropriation.

2. The number of members attending any particular conference may be limited, and priority generally will be given to a member who has not, previously, been assigned to attend conferences.

8.10 Family and Medical Leave Act

A. To be eligible for FMLA Leave, the employee must:

1. Have been working for the Board for at least twelve (12) months before the leave request (these do not need to be consecutive months); and

2. Have worked at least one thousand two hundred fifty (1,250) hours during the twelve (12) month period preceding the FMLA Leave.

3. Provide the Board with thirty (30) days advance notice when the need is foreseeable and such notice is practicable.

B. An eligible member may take up to twenty-six (26) workweeks of leave during a single twelve (12) month period to care for a covered service member who is the spouse, son, daughter, parent, or next of kin of the member. (Form WH-385)

C. An eligible member may take up to twelve (12) workweeks of paid (if sick leave is available) or unpaid leave ("FMLA Leave") in any school year (August 1st through July 31st) for one (1) or more of the following circumstances:

1. The birth of a member's child and to care for the child up to age one (1);

2. The placement of a child with a member for adoption or foster care, up to a twelve (12) month period after the placement;

3. To care for the spouse, child, or parent of a member when that family member has a serious health condition; (Form WH-380 E).

4. The member's inability to perform the functions of the position because of the member's own serious health condition. (Form WH-380 F).

5. For qualifying military situations arising when a teacher's spouse, son, daughter or parent is on active duty or is called to active duty status. (Form WH-384).

D. A "serious health condition" is defined as one that involves either inpatient care or one where the period of incapacity: (1) is more than three consecutive calendar days and involves treatment by a health care provider, (2) is due to incapacity due to pregnancy or prenatal care, (3) is a period of incapacity or treatment for such incapacity due to a chronic serious health condition, (4) is a period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective, or (5) any period of absence to receive multiple treatments (including any period of recovery there from) by a health care provider or by a provider of health care services under orders of, or on referral by, a health care provider. Conditions for which cosmetic treatment are administered are not "serious health conditions" unless complications develop.

E. Spouses employed by the Board are jointly entitled to a combined total of twelve (12) weeks of FMLA Leave if the FMLA Leave is requested for the birth or placement of a child or to care for an ill parent (but not parent-in-law). Spouses employed by the board are jointly entitled to a combined total of twenty-six (26) of FMLA leave if the leave is requested to care for a covered service member.

F. For purposes of this section, a qualifying military situation arises when a member's spouse, son, daughter, or parent is on active duty or called to active duty status (i.e., not on active duty in the Armed Forces) and includes, but is not limited to, the following situations.

a. Attendance at official military sponsored events

b. To provide or arrange for alternative child care or schooling

c. To make financial or legal arrangements to address the member's address while on active duty

d. Counseling

e. Rest and recuperation, and

f. Post-employment activities.

For purposes of military caregiver leave, a covered service member is a current member of the Armed Forces, including a member of the National Guard or Reserves, who has a serious injury incurred in the line of active duty that renders a service member medically unfit to perform his or her duties and for which the service member is undergoing medical treatment, recuperation, therapy or otherwise in an out-patient status or on temporary disability retired list.

G. Sick leave taken in accordance with Section 8.01 of this Agreement shall be counted as FMLA Leave if the reasons for taking it qualify as FMLA reasons.

H. The Board shall maintain coverage under the group health plans and life insurance plans for the duration of the unpaid FMLA leave at the level and under the conditions that would have been provided if the employee had continued to work and not taken leave. Payment of the employee's required contribution toward the premium (if any) is due the first day of the month. Failure to make payment within thirty (30) days will result in termination of coverage during the unpaid FMLA Leave. The member shall accrue seniority but shall not accrue any other employment benefits during the unpaid FMLA Leave.

I. The Board shall notify the member of FMLA eligibility within three business days of learning of the need for the FMLA leave. (Use Form WH-381).

J. For unpaid FMLA Leave the Board retains the right, at its own expense, to require the member to obtain the opinion of a second health care provider designated by the Board. If the second opinion is in conflict with the first, the Board may request, at the Board's expense, the member to see a mutually agreed upon health care provider to give a final and binding opinion regarding eligibility for unpaid FMLA leave. The member and Board must each act in good faith to attempt to reach agreement on whom to select for the third opinion provider. If the Board does not attempt in good faith to reach agreement, the Board will be bound by the first certification. If the member does not attempt in good faith to reach agreement, the member will be bound by the second certification.

K. Intermittent Leave and Reduced-Work Schedule (use form in WH-380).

1. Intermittent leave means leave taken in separate periods of time due to a single illness or injury, rather than for one continuous period of time, and may include leave of periods from an hour or more to several weeks. Examples of intermittent leave would include leave taken on an occasional basis for medical appointments, or leave taken several days at a time spread over a period of six months, such as for chemotherapy.

2. When medically necessary, a member may take intermittent FMLA Leave or a reduced-work schedule to care for a spouse/child/parent who has a serious health condition. The member shall make reasonable efforts to schedule treatment so as not to unduly disrupt the regular operations of the Board.

3. Where FMLA Leave is taken because of birth or placement for adoption or foster care, a member may take leave intermittently or on a reduced-work schedule only if the Board agrees.

L. Return to Work

1. At the end of unpaid FMLA Leave, the Board shall restore the member to the same or to an equivalent position with equal benefits, pay, and other terms and conditions of employment.

2. When a member is medically able to return to work after using unpaid FMLA Leave because of a serious personal health condition, he/she shall provide the Board with a statement from his/her health care provider (Appendix F) that the employee is able to resume the job functions for his/her position.

3. Should a member not return to work at the end of the unpaid FMLA Leave or contractual leave that is adjacent to the FMLA leave for reasons other than the continuation, recurrence, or onset of the serious health condition that gave rise to the FMLA Leave or for circumstances beyond the member's control, the member shall reimburse the Board for the health insurance premiums paid by the Board during the unpaid FMLA Leave period. A member shall be required to support his/her claim of inability to return to work because of the continuation, recurrence, or onset of the serious health condition. Certification from the member's health care provider shall be provided in a timely manner, and no later than thirty (30) calendar days after the claimed inability to return. If this certification is not provided in a timely manner, the Board may recover the health benefit premiums it paid during the period of unpaid FMLA Leave.

M. All terms which are not defined in this Article shall have the same meaning as those terms defined in the Family and Medical Leave Act of 1993 as amended January 16, 2009 (the "FMLA"). If there are any inconsistencies between this Article of the Agreement and the FMLA, the FMLA shall prevail.

The forms referenced in this section are available in the Treasurer's Office.

8.11 Military Leave

A member engaged in military service will receive leave and reinstatement rights in accordance with the requirements of applicable Federal and Ohio law.

ARTICLE IX - INDIVIDUAL RIGHTS

9.01 Wage Notices

Wage notices will be issued by July 1 of each year. Wage notices will indicate job classification, hourly rate of pay, planned approximate number of regular hours per day, and planned approximate number of days per year.

With the exception of calamity days, members who are assigned to provide services to Wadsworth students attending school outside of the district (i.e. driver(s) assigned to Career Tech route, special education aides/attendants assigned to students attending

separate facilities) will follow and be paid according to the calendar of the district/school to which their students are assigned and will be paid only for those days they are providing services to those students. In the event the member is off work due to a calamity day being called by either the Wadsworth City Schools or the district/school to which the members' students are assigned, the maximum number of calamity days the member will receive is five (5).

9.02 Defined Work Hours

Defined hours of work and a designated time for eating will be assigned by the immediate supervisor and filed in the business office.

9.03 Personnel Files

A. Right to Review

A member shall have the right, upon request, to examine and obtain a copy of any information in his/her personnel file except for information classified by law as confidential.

B. Right to Have Representative Present

A member will be entitled to have a representative of the Association accompany him/her during such review.

C. Right to See Copy of Material in File

If an Administration communication or a communication received from parents and other nonprofessionals regarding a member is intended to become a part of the member's file, it shall be reviewed by the Principal and/or supervisor and the member involved and such member shall be afforded the opportunity to file a written reply. After receiving the communication, the member shall sign it to acknowledge he/she has had the opportunity to review it. This signature shall not indicate agreement with the substance of the communication.

D. Right to Challenge Contents of File

1. A member will have the right to indicate which, if any, document(s) or other material(s) in his/her personnel file is obsolete or otherwise inappropriate for retention.

2. Such document(s) will then be reviewed by an appropriate member of the administrative staff.

3. In determining whether a document is "obsolete or otherwise inappropriate for retention," the standards set forth in ORC Section 1347.05 shall apply.

E. Maintenance of Files

Neither the Board nor any Administrator shall maintain confidential and separate files on personnel in the form of communications from parents or computerized information which the member has neither seen or had the right to challenge.

F. Public Request to View Personnel Files

In the event any person, other than the bargaining unit member's Supervisor or other Administrator or Board member, seeks to review the personnel file of a member, the member shall be notified of such request. Such notice shall include the name of the person making the request, the date the request was made and, if scheduled, the date and time of the review, if applicable. If the member asks to be present, then to the extent practical, the review will be scheduled to avoid conflicts with the member's workday.

9.04 Discipline

A. Appropriate discipline may include oral or written reprimand, suspension with or without pay, reduction, demotion and/or termination. No member will be disciplined, discharged, demoted or suspended without just cause.

B. Members shall be entitled to representation at all meetings where disciplinary action may occur.

C. An attempt will be made to notify the Association President, but the final responsibility for notification rests with the member. The member shall be informed of his/her right to representation prior to the commencement of a meeting.

D. If an oral reprimand is reduced to writing for inclusion in the member's file, the member shall be provided a copy and the member shall sign the file copy to indicate that he/she has read it. If the member wishes to respond, in writing, a copy of the response shall be attached to the written reprimand file copy.

9.05 Job Description

A job description shall be provided to all new members at time of employment and to members upon request, who transfer and/or are promoted to a new position. The Administration shall seek input from the Association President before changes are made to an existing job description or the creation of a new job description.

9.06 Evaluation

A. After the completion of an employee's probationary period, all members will be formally evaluated at least once each year by May 15th for members with less than two hundred sixty (260) day contracts, and, June 15th for members with two hundred sixty (260) day contracts.

B. The purpose of such an evaluation is to promote better understanding of the consistent requirements of each position and expectations of the Administration of

the member's productivity and the specific performance objective or targets to be achieved in a period covered by the evaluation and to point out and to attempt to mutually correct any deficiencies the member may have in his/her job performance. Expectations will be communicated to the member sufficiently in advance of the evaluation to provide an opportunity to meet expectations. Copies of the written evaluation will be given to the member evaluated and a copy will be filed in the member's personnel file.

C. The evaluator shall give the member a signed copy of the evaluation at least two (2) workdays prior to the post-evaluation conference. The member shall have an opportunity to discuss the evaluation with the evaluator. Where appropriate, suggestions for improvement will be made to the member. No member shall be adversely evaluated without just cause.

D. The member shall sign the evaluation form, which signifies only that the member has seen and discussed the evaluation; the member's signature does not signify agreement with the evaluation. The member will have ten (10) workdays after the above conference to notify the evaluator that he/she will file a written response to the evaluation with the Superintendent or designee. The response will be attached to and made part of the evaluation.

E. A member will be evaluated on his/her work performance by his/her immediate supervisor/administrator.

9.07 Professional Development

A Professional Development Opportunity Committee will be formed to explore professional development opportunities available to members on the support staff Board approved professional development day(s). The committee will consist of at least one (1) representative from each classification series identified in this *Collective Bargaining Agreement*, WESPA leadership and representatives from the Board. In their exploration of professional development opportunities, the committee will explore the following:

- When will the professional development opportunities will be held, including the possibility for one (1) prior to the start of the school year?;
- What topics will be offered?;
- Will certain topics be mandatory for certain classifications (e.g. CPR, first aid)?;
- Will there be a minimum number of hours an employee is paid for regardless of how long the professional development opportunity lasts?;
- Will certain topics be building specific?; and
- Will there be a minimum number of hours an employee is required to be present for on a professional development day (e.g. employee must be present for at least five (5) hours)?

9.08 New Employee Orientation

New bargaining unit members will attend the annual new employee orientation, provided they are hired prior to the said orientation date(s).

ARTICLE X - ASSIGNMENT & CHANGES OF ASSIGNMENT OF PERSONNEL

10.01 Vacancy

A. A vacancy (other than bus driver positions which are governed by Article XIII) will result from: (1) A member leaving employment as a result of a retirement, termination, resignation, or death; (2) A member's non-renewal; (3) A member's transfer to another bargaining unit position; (4) A member assuming a non-bargaining unit position; (5) A member's leave of absence for more than one hundred eighty (180) working days; (6) A new bargaining unit position is created.

B. The administration is not obligated to fill a vacancy. However, if the administration does choose to staff a vacancy on an ongoing basis, the administration will attempt to fill it through the posting/bidding process provided in this Article prior to selecting an outside candidate. The vacancy will be posted as soon as the administration becomes aware of and determines there is a need to fill the vacancy. The vacancy will be awarded to the successful member within thirty (30) workdays. If the Business Manager is unavailable to act within thirty (30) workdays, the timeline may be mutually extended. If no qualified member applies for the vacancy, the vacancy will continue to be filled by a substitute and be open to the general public.

10.02 Posting

A. When the administration decides to fill a vacancy, the vacancy will be posted for one week in the bus garage and in each building where members are employed. Each job will be posted on a separate sheet stating the job title, number of hours per day, length of work year, pay grade, and deadline for submitting bids. If the posting does not include qualifications and duties, then the current job description for the position must be made available to members in each building and the bus garage. For all postings other than bus drivers, the posting will state the starting time and building(s) to which the position is assigned.

B. During the summer, vacancy notices will be posted in the July or August Letter or mailed to the member's home address as listed in the employee directory and posted on the website. A vacancy will not be filled for ten (10) workdays after posting.

C. Administrators may make reassignments within a classification prior to posting a vacancy within the classification.

D. At the same time the notice is posted, a copy of the notice will be sent to the Association President.

10.03 Bidding, Selection

A. Current members wishing to bid for the opening must submit a written request to the Business Manager or apply online through the district's website within five (5) workdays of the posting. Members will be interviewed before the position is filled with an outside applicant.

B. Current members who meet the minimum requirements for the posted position, excluding Health Aide positions, will be given first consideration over outside applicants based upon the members' qualifications, special skills relevant to the position, the ability to perform the essential functions of the job, prior related work experience, performance appraisals (at least satisfactory or above), strong human relations skills, and discipline history. The most qualified current member who has the highest District seniority will receive the job, subject to the thirty (30) day probationary period set forth in Article XVIII. Bid transfer requests will be decided upon prior to taking action under Section 10.04. Current members within the classification will be given first consideration before members outside of the classification.

For Health Aide positions, candidates with a medical certificate and/or license will be given priority. If a current member has a medical certificate and/or license, he/she will be given first consideration over outside applicants based upon the members' qualifications, special skills relevant to the position, the ability to perform the essential functions of the job, prior related work experience, performance appraisals (at least satisfactory or above), strong human relations skills, and discipline history. The most qualified current member who holds a medical certificate and/or license who has the highest District seniority will receive the job, subject to the thirty (30) day probationary period set forth in Article XVIII. If no current member with a medical certificate and/or license bids on the position, or, if a current member with the said credentials is determined to be not qualified per the factors identified above, external candidates with a medical certificate and/or license will be given priority and can be offered the position over current members who bid that do not hold a medical certificate and/or license.

C. The name of the person appointed shall be provided to the Association President and the applicants within five (5) days after the appointment.

10.04 Involuntary Transfer

A. The administration reserves the right to involuntarily transfer members to different positions, shifts or assignments within the same classification, provided there is no more than a one-half hour variance in daily hours. Such reassignments can be made prior to posting a vacancy in the classification. An involuntary transfer within a classification does not create a new probationary period.

B. If the administration has been unable to fill a vacancy through the posting and bidding procedures of this Article, then it may involuntarily transfer a member to

another classification, provided that the hours and pay are substantially equal to or better than the member's current hours. A member may not be involuntarily transferred to a different classification under this paragraph more than once every (3) three years, unless the member consents. Members shall, on request, be provided with written reasons for involuntary transfer.

C. Involuntary transfers will not be made arbitrarily or capriciously.

10.05 Annual Hours Adjustments

For the purposes of personal leave, sick leave, and holiday pay, administratively approved changes in regular planned hours will be adjusted by October 15 of each year. The adjustments will be rounded to the nearest quarter (1/4) hour. Changes that occur in regularly assigned hours after October 15 will result in a corresponding adjustment to the member's personal leave, sick leave, and holiday pay. Written notifications will be issued for all adjustments in planned hours within ten business days of the date of adjustment. Fluctuations in regular planned hours in excess of thirty minutes (with the exception of bus routes) will be subject to rebidding.

10.06 Additional Jobs

Qualified part-time members may bid on a second part-time job ("additional job") without giving up their current job, provided (1) the additional job does not in any way conflict with performing current job duties and (2) total weekly hours will not exceed 40 hours per week. Bids for additional jobs are subject to Article X. In determining whether a current job may conflict with an additional job, the administration may consider not awarding the position due to potential variation in schedule as well as customary extra time and overtime needs. Hours worked in an additional job outside of the member's current job classification will not count toward calculating the one thousand two hundred fifty (1,250) hours required to be a full-time employee.

10.07 Extra Work Opportunities for 220 Day or Less Members

A. When extra work opportunities arise outside of the normal work year for members who are employed 220 days or less (e.g., winter break, spring break, summer), qualified members will have the first opportunity to work the extra jobs before non-members. (This does not impact student workers who are employed by the District as part of the student's course of study.)

B. The procedure for assigning extra work opportunities is as follows:

1. The administration will post anticipated extra work opportunities by classification and will include in the posting the type of work to be performed, any special skills or work experience, and the rate of pay, utilizing the substitute rate of pay for the identified job classification.

2. Members who have an interest in extra work opportunities outside their normal work year may request that their name be placed on the list for the

specific posted classifications along with the dates on which the member is available to work.

3. Utilizing the list of interested members, extra work opportunities will be made available to qualified members on a rotating basis by project/assignment beginning with the member with the greatest District seniority within the posted classification and then by District seniority of other interested members. If a member refuses the opportunity, that member's name will go to the bottom of the list. If the member is not available to respond to the opportunity within seventy-two (72) hours, the member will be skipped over with the opportunity being presented to the next member on the list.

C. Members who are working extra work opportunities outside their normal work year will not be eligible to utilize sick leave or personal leave.

ARTICLE XI - SPECIAL EDUCATION/CROSSING GUARDS

11.01 Special Education

A. The parties recognize that certain jobs specifically related to providing special education needs entail irregular and/or unpredictable schedules and/or assignments of limited duration. Generally, these jobs are assignments tailored to meeting the particular needs of a specific student, which may be temporary and/or subject to change. Such jobs include special education vehicle drivers, special education aides and special education attendants. The administration is free to assign, reassign and schedule members within these classifications as needed to meet student and school district needs. Such jobs may be posted as "2-hour minimum per day" positions, with the expectation that more than two (2) hours may be required most of the year but that exact schedules may fluctuate. If a special education vehicle driver and or special education student attendant reports for his/her assignment and his/her student fails to report to school, the special education vehicle driver and or special education student attendant shall be paid his/her contracted hours at his/her hourly rate for up to two (2) hours. Members may be required to perform job related tasks during the time. When not practical to fill a position with a regular employee, the administration may use temporaries or substitutes for such jobs (special education vehicle driver, special education aides and special education attendants) or may otherwise fill such jobs without regard to the requirements of this Article and Article XII. Such jobs will not be subject to the RIF provision under Article XII for RIFs that take effect during a school year. However, such jobs will be subject to the RIF provisions under Article XII upon completion of the school year. Thus, if a member with greater seniority holds bumping rights into a special education position, that member may exercise those bumping rights under Article XII after completion of the school year. This section will supersede any inconsistent provision of this contract.

Student attendants who have undergone a reduction in force after the first day of school and are on the recall list, will have their substitute rate of pay as a student attendant, for the remainder of the school year in which their position was reduced, set as the hourly rate of pay they were receiving prior to the reduction in force.

B. When students who require attendants and/or vehicle drivers are absent or absent for prolonged periods of time, the two-hour minimum will be in effect.

11.02 Crossing Guards

A. The parties recognize that the need for crossing guards may vary throughout the school year. Should the Board determine there is a need to suspend the contract of a crossing guard, that action will not be subject to the RIF provisions under Article XII where the reduction takes effect during the school year. However, such jobs will be subject to the RIF provisions under Article XII upon completion of the school year. Thus, a crossing guard with greater seniority may exercise bumping rights under Article XII upon completion of the school year. This section supersedes any inconsistent provision of this Agreement.

ARTICLE XII - REDUCTION IN FORCE

12.01 Reduction in Force (RIF)

When the Board, by resolution, deems it to be necessary to reduce hours or eliminate jobs staffed by members, lay-off resulting and ensuing recalls shall be governed by the following procedures.

A. If it becomes necessary to reduce members' hours or reduce the number of members in any job classification, other than those reflected in Section 10.05 (Special Education/Crossing Guard), the Board may make the reductions by laying off members in the reverse order of District seniority within the affected classification. Thirty (30) days prior to the reduction in force, the Business Manager shall meet with the Association President to review the list of affected positions and the bumping rights, if any, of the affected members. All internal reassignments through bumping rights will be finalized before Board action on the members subject to the RIF. Members shall only have bumping rights within the affected classification series and may only bump down according to Appendix E. Assignments within classifications after bumping has occurred shall be restricted only by the provisions of Article X.

B. At least twenty (20) days prior to the effective date of RIF, the Board shall prepare and post for inspection, in a conspicuous place, an accurate District seniority list containing the names, seniority dates and classifications of the members subject to the RIF. Each affected member shall be given at least twenty (20) days advance written notice of the RIF, stating the following: (1) Reasons for lay off or reduction in hours and (2) the effective date of lay-off or RIF.

C. The administration may offer a member affected by a RIF a vacancy in another classification and/or classification series for which the member is qualified. Any member reduced in classification or hours shall retain recall rights into the member's classification for a period of two (2) years, during which time the Board shall not hire nor promote anyone to the classification affected by a RIF until all affected members in that classification eligible for reinstatement have been reinstated.

12.02 Reinstatement

A. Vacancies which occur in a classification affected by a RIF will first be filled by members within that classification with the greatest District seniority. The resulting vacancy shall be offered or declined in writing by the member with the most seniority on the recall list within the affected member's classification before another member on the list may be considered. Members on the recall list shall provide the Administration with a current mailing address, telephone number(s) and any other pertinent information. In the event of recall, the member being recalled shall be notified by registered mail as to the date of his/her expected return to work. Each member recalled shall be given at least ten (10) workdays from date of receipt of notice, excluding legal holidays, to respond to a reinstatement letter. Refusal to accept a recall by a member to his/her original classification, hours (equivalent number of hours to those worked by the member when he/she was affected by the RIF regardless of start/end times), and pay, shall sever all rights and relations between the member and the Board. A member who accepts or rejects a position of more or less hours and/or pay, or in another classification, shall remain on the recall list to be recalled to the classification he/she had before the layoff. Copies of recall notices will be sent to the Association President.

B. A recall list will be maintained by the Business Manager. The list will contain the names of those on layoff by classification, hours affected by RIF, effective date of the layoff, and District seniority date.

C. A member unable to return to work because of personal medical problems shall be entitled to a sixty (60) workday extension upon written request. Further extension of recall rights must have the approval of the Board.

12.03 Seniority List

The Board shall provide the Association President a current and accurate District seniority list of members by November 1 of each year. The list shall identify each member by name, date of hire by the Board, and job classification. Seniority shall be determined by the following:

A. Seniority shall mean the length of continuous employment in a bargaining unit position as follows:

1. Seniority shall begin to accrue from the first day worked in a bargaining unit position.

2. No member shall accrue more than one (1) year of seniority in any work year.

B. In the event a tie in seniority occurs between two or more members, ties in seniority shall be broken by the following method to determine the most senior employee:

1. The member with the first day worked; then

2. The member with the earliest date of employment (date of hire by the Board); then

3. The member with the earliest date of application for employment; then

4. By the roll of a die, with the most senior member being the one with the highest number on the die, etc. This procedure shall be implemented in the presence of the Association President, no later than thirty (30) days from the end of the member's probationary period.

C. Seniority shall be lost when a member retires or resigns; is discharged for cause; or otherwise leaves the employment of the Board.

12.04 Precedence of Article XII

Article XII must be followed first and will take precedence in a reduction in force situation. It is also the intent of both the Association and Board that employees subject to a RIF cannot increase their hours per day within the classification from which they have been laid off when they are recalled to work. If a vacancy occurs within a classification with greater hours than a member on the recall list was assigned prior to being reduced, the Board will post and fill the vacancy according to Article X. The procedures for posting and filling vacancies under Article X will be followed until a position with similar or fewer hours becomes available for the member on the recall list in that member's classification. No vacancy within a classification will be posted to outside candidates unless there are no members within that classification who remain on the recall list and who have declined the opportunity to be recalled into the posted position.

ARTICLE XIII - TRANSPORTATION

13.01 Annual Route Selection

A. Drivers will be allowed to select their route (defined as the combined a.m. run and p.m. run) according to classification seniority. The route scheduled shall be completed at least one (1) week before the school year begins. The driver will maintain the selected route for the duration of the school year regardless of subsequent changes in the route. Each driver will be paid two (2) hours for the selection process, reviewing the schedule, fueling and inspecting the bus, or other duties as assigned.

B. After the initial selection of routes, any newly created or vacated run or route will be filled first by any driver on the recall list and then by outside applicants.

C. Personal leave, sick leave and holiday pay will be based upon the route established at the beginning of the school year. In the absence of any unique circumstances, the final route times will be "established" by October 15 and personal leave, sick leave and holiday pay will be based on the established routes. Any adjustments in established routes after October 15 (e.g., more than a temporary change in hours) will result in a corresponding adjustment to the member's sick leave, personal leave and holiday pay.

13.02 Working Conditions

A. Bus/vehicle drivers shall receive a uniform fifteen (15) minutes for pre-trip and five (5) minutes for post-trip in addition to their regular route time each day.

B. Bus drivers CDL endorsement and Abstracts will be paid for by the Board of Education.

13.03 Substitutes - Regular Runs

A. On days when the schools to which they regularly transport students are not in session, interested bus/vehicle drivers may be called to substitute on regular runs. Each bus/vehicle driver is responsible for advising the Transportation Supervisor at least one (1) week in advance of days in which the driver's school is not in session and the bus/vehicle driver will be interested in and available for substitute assignments. To this end, the Transportation Supervisor will maintain a calendar in the transportation office on which bus/vehicle drivers can mark their availability. If bus/vehicle drivers refuse a run on a date they have marked as available, they will be disqualified from substitute assignments for the next available posting.

B. Upon five (5) workdays' advance notice, the vehicle driver, bus driver, or student attendants shall have the choice to work or not during the District's calendar breaks, provided substitute drivers are available to take their run. During the District's calendar breaks, out of District runs will be posted as an extra trip when the regularly assigned driver requests off.

C. If substitutes cannot be obtained for a regular run, vehicle drivers, mechanics, maintenance personnel or any other member holding a CDL may be assigned to take the route(s) on a rotating basis.

D. Substitute assignments for extra runs (e.g., Career Tech, preschool, and kindergarten), will be awarded to members holding a CDL and normally driving a bus or vehicle in accordance with classification seniority. The procedure used will be consistent with 13.04B.

E. When a driver accepts a substitute assignment according to the conditions of 13.03 above, that driver stays on that assignment until the regular driver returns; unless

the substitute absents himself/herself from the assignment for reasons other than illness or approved personal leave, exclusive of unpaid leave. In such case, the assignment would go to the next eligible driver continuing down the seniority list under the same conditions. If the substitute driver is a member, then the substitute driver will be paid the bus driver rate as of the first day of the substitute assignment.

F. The handicap bus run is defined as the transportation of students who require an assisted mobility device by a school bus. The bus driver will be paid an additional premium of $1.00/hr. if no aide/attendant is provided.

At any time there appears to be a need to add another vehicle other than a school bus to transport handicapped children, the Association President will be notified and given the opportunity to present arguments as to why such a vehicle should not be used.

This procedure for regular assignments shall not cause any change in the field trip procedure.

13.04 Extra Trips

A. The Transportation Supervisor will post all trips that can be claimed by regular and vehicle drivers. All posted trip tickets shall indicate the date of posting. Trip tickets will be posted on Friday after 2:00 p.m. and awarded the following Friday after 2:00 p.m. Trip tickets posted will be for Wednesday through Tuesday of the proceeding week of the Friday award.

B. Extra trips will be assigned in the following order:

1. Regular drivers based on classification seniority; then

2. Vehicle drivers with a CDL based on classification seniority; then

3. Available members with a CDL; then

4. Substitutes outside the bargaining unit.

Effective November 1, 1997, vehicle drivers hired with a CDL license will be placed at the bottom of the board in seniority order. They shall have the right to extra trips behind bus drivers. All vehicle drivers presently on the board will be grandfathered in their present seniority spot.

C. No driver may accept a trip whose estimated time would cause him/her to work for the Board of Education more than forty (40) hours in any one week. When a driver provides training to other drivers, the time required to provide the training shall be counted toward the forty (40) hour limit per week. If bidding on two trips within the same day, the trips must have a 2-hour separation between estimated return time on the first trip and estimated leave time on the second trip. Exceptions may be made by the Administration when the trip is shuttling classes to an event.

For situations in which the Administration has decided to award overtime, the Transportation Supervisor will create a list of drivers interested in working overtime and he/she will distribute the available overtime on a rotating basis, as referenced in Section 13.05. All drivers will have the opportunity to inform the Transportation Supervisor of their intent to be included on the list. A driver may ask to be included on the list or removed from the list at any point during the year. The list to be used for the rotating basis will be distributed to drivers by the Transportation Supervisor on the first student day of school each year and then upon any change that occurs throughout the year. Situations that are described in Section 13.04 H are exempt from the rotating basis described above.

D. No driver may be excused from his/her regular run to accept an extra trip, except an eight (8) hour or longer trip. Drivers on overnight trips will be guaranteed at least eight (8) hours pay for the day before and after each night of an overnight trip and appropriate lodging furnished by the sponsor. Drivers who drive four or more but less than six hours shall have priority for trips of eight or more but less than ten hours. Six-hour drivers will have priority for trips of ten or more hours.

E. Once a trip has been awarded, the driver may not change regarding that trip. However, if the estimated duration for a trip increases by three (3) or more hours at least twenty four (24) hours prior to the trip departure, the driver has the option to decline the trip and remain eligible for another trip per the posting procedures. If a regular driver has been awarded a trip and that trip is cancelled at a time that does not qualify the driver for the two hour call in work, that driver gets first chance at the next regular trip posting that does not conflict with the driver's regular hours. If two or more individuals have received cancelled trip tickets during the same posting period, classification seniority will be the deciding factor in order of redeeming the cancelled trip tickets. Cancelled trip tickets must be redeemed for like trips (same number of hours or less) no later than the next posting of trips not conflicting with the driver's regular hours. If there are no like trips or there are more cancelled tickets to be redeemed than available trips, tickets that cannot be redeemed will carry over to the next regular posting. Cancelled trips must be redeemed during the school year except for those trips that are cancelled during the last five (5) days of the school year. Cancelled trip tickets received for the last five (5) days of the school year will carry over to the first posting of the next school year at which time they must be redeemed or will become void.

F. Drivers are paid at the regular hourly rate for extra trips and will be paid at least the two (2) hour minimum, minus any time overlapping with scheduled work hours. Vehicle drivers shall be paid at less than one year (i.e., zero) service credit step on the bus drivers' salary schedule for extra trips. Drivers on extra trips shall perform duties during paid non-driving time as assigned by the sponsor in charge or administration. The necessary training to fulfill these duties shall be provided by the sponsor.

G. Trip tickets that cannot be posted according to 13.04(A), but are received at least 24 hours prior to the trip, will be posted as soon as possible upon receipt by the bus supervisor.

H. When trip tickets are received at least two (2) hours but less than 12 hours prior to the trip, the bus supervisor shall ask all other available members holding a CDL before assigning a substitute. If trip tickets are received less than two (2) hours prior to the driver report time, the supervisor may assign the trip without regard to seniority.

I. If a driver takes leave without pay from his/her regular route, or gives up a field trip that has been awarded to him/her, except for illness, paid personal leave per Article VIII of the Agreement, or Association Leave per Article V, the driver shall be ineligible to bid for and be awarded a field trip/extra route for twenty-one (21) calendar days after the last day of unpaid leave or the date of the field trip that turned back in that does not meet leave requirements. Exception may be made by the administration for emergencies, which arise if the administration has been unable to staff the trip with any regular or substitute driver.

J. Bus instructors will escort their trainee(s) to the CDL examination. Taking trainees for the examination will not be posted as a trip. Time worked for actual instruction or time with trainees will be paid at the OBI rate. Bus instructors also will attend required training meetings or other required activities; this time will also be paid the OBI rate of pay. For recertification purposes only, bus drivers may choose their Wadsworth City School District OBI.

13.05 Summer Trips

Any trips available during the summer will be offered to regular drivers first, on a rotating basis, starting with the most senior regular driver for the first trip and rotating thereafter.

13.06 Miscellaneous Provisions

A. All members holding a CDL may be utilized in emergency situations. They also may be assigned to regular runs that operate on days when the District is not in session, for short time shuttles, or on regular runs of one hour or less duration.

B. Career Tech teachers possessing a CDL may drive busses on class related activities. Career Tech teachers possessing a CDL may also take class-related or non-class related field trips outside of the normal class time where there are no available regular drivers for such trips.

C. The Board and administration may schedule and require attendance at bus driver meetings. Drivers shall be paid for attending required meetings unless time spent at the meeting is already covered by minimum hours paid.

D. Shuttle runs from school to school which are assigned to drivers during their regular shifts shall be rotated as much as possible among the drivers from year to year

whose regular run timing could make a shuttle practical. If a shuttle or other assignment requires a driver to work more than two (2) hours a.m. or p.m., he/she will be paid for the extra time reported daily on time sheets in hours and minutes and paid for the actual time worked.

Route starting times will be established by the Central Office Administration or designee. Work in connection with the job description is to be performed by the driver during non-driving time of the work period.

E. All, preschool, kindergarten, and noon Career Tech drivers shall be guaranteed a minimum of two (2) hours per assignment. These will be awarded based on classification seniority.

F. The Administration will attempt to establish annually, a date, time, and place whereby all drivers (bus and other school vehicles), as a group, will be given their annual required physical free of charge. All drivers requiring a physical may only obtain that physical by a Board-approved physician. The Board shall reimburse regular drivers for the cost of their CDL endorsement.

G. Drivers will be informed that cameras are mounted and in operation on all buses. Cameras may be used for employee discipline purposes. Evaluation is not the primary purpose of mounting cameras in buses, but all available information may be considered in evaluations.

H. If the administration decides to develop a handbook for drivers, the Association will designate representatives to serve on the committee to develop the handbook. The development of the handbook will be a collaborative effort.

13.07 Clothing Allowance

Bargaining unit members in the Transportation series will receive a clothing allowance of one hundred ($100.00) every third year for work purposes. Transportation employees will wear district-purchased clothing while employed during working hours.

In order to be reimbursed for the above clothing allowance, bargaining unit members must provide a copy of the receipt for those items, provided on a 8.5 X 11 inch piece of paper, hand delivered to his/her supervisor by June 15.

ARTICLE XIV - FOOD SERVICE PROVISIONS

14.01 Filling Cafeteria Vacancies

A. Except for manager positions, a regular short-hour member in the same building will be given the first opportunity to substitute for a longer hour member who is absent, according to building seniority. If the member refuses or is unavailable, the next short-hour member will be contacted and the more senior member who refused the substitution will move to the bottom of the rotating list. If no member accepts the substitute assignment, the Administration will assign the position to a member.

Substitutes will be used to fill the remaining unfilled job. The short-hour member will stay on the substitute job until the regular member returns to work. The next substitute opportunity will be filled by the next member on the rotating list. If more than one (1) short hour member is interested, the Administration reserves the right to honor a rotation or place one (1) of the interested members in the assignment based on seniority until the regular member returns to work.

B. The Administration reserves the right to assign members for managers who are absent.

C. All food service employees shall be hired for a minimum of three (3) hours per day, except at those buildings at which there are fewer than twelve (12) meals per labor hour. In that case, the two (2) hour daily minimum will apply.

14.02 Rented Facilities/Banquets

When kitchen facilities and/or large fixtures capable of causing damage (e.g., ovens, steam tables) are used outside the workday/work year , a manager or regular cafeteria worker shall be on duty at all times to assist the using organization and to supervise the use of equipment and facilities. The Food Service Supervisor may fulfill this function providing the Association President is notified of the reason. If cafeteria personnel are required to do additional clean-up after a facility or kitchen equipment has been used by a school group, the Administration will be called to check the facility or kitchen equipment and the user will be billed for approved additional clean-up time. All regular cafeteria workers must notify the supervisor of their intent to be included to work rentals/banquets by September 15 each year. A current file of regular cafeteria workers interested in working rentals/banquets shall be kept by the Cafeteria Manager. Opportunities to work rentals/banquets shall be offered to these people on a continuous rotation by seniority within the building.

14.03 Shirt and Shoe Allowance

Annually, five-hour or more food service workers will receive five (5) T-shirts and a shoe allowance of ninety dollar ($90.00). Food service workers of less than five hours will receive five (5) T-shirts. Food service employees will wear district-purchased shirts and shoes while employed during working hours. The light truck driver will have the option to purchase a winter jacket and be reimbursed up to $90.00 in lieu of the purchase of shoes.

In order to be reimbursed for the above shoe/clothing allowances, bargaining unit members must provide a copy of the receipt for those items, provided on a 8.5 X 11 inch piece of paper, hand delivered to his/her supervisor by June 15.

ARTICLE XV - CLERICAL PROVISIONS

15.01 Work Refusal

If a less than two hundred sixty (260) day clerical member is called to work on a day that is not a scheduled teacher workday, the member may decline, except for the five (5) days

immediately preceding the first day of work for teachers in the Fall and the five (5) days immediately following the last day of work for teachers in the Spring--on these days the member is required to report if requested. Nothing in this contract shall prohibit clerical staff from working extended days if offered and/or approved by the administration.

ARTICLE XVI - CROSSING GUARDS, CUSTODIAL, MAINTENANCE AND MECHANICS PROVISIONS

16.01 Rented Facilities

When school facilities are used by non-school groups at night or on weekends, a custodian and/or maintenance employee shall be on duty based upon the classification typically responsible for that facility.

16.02 Equipment

A. The Board will provide all tools and supplies necessary for members to maintain and repair Board owned equipment and property.

B. The Board will provide annually to maintenance employees a clothing allowance of three hundred sixty-five dollars ($365.00). Bus mechanics will continue to receive a uniform service, and a one hundred thirty dollars ($130.00) annual allowance towards the purchase of shoes. All clothes and shoes purchased under this section must be for work purposes.

C. The Board will provide all eight (8) hour custodians a shoe/clothing allowance of two hundred fifty dollars ($250.00) each year. All other custodians shall receive an annual shoe/clothing allowance of one hundred ten dollars ($110.00). All clothes and shoes purchased under this section must be for work purposes.

D. The Board will provide all crossing guards a shoe/clothing allowance of fifty dollars ($50.00) each year. All clothes and shoes purchased under this section must be for work purposes.

E. All employees receiving subsidized shoe or clothing allowance will wear those items while employed during work hours.

F. In order to be reimbursed for the above shoe/clothing allowances, bargaining unit members must provide a copy of the receipt for those items, provided on a 8.5 X 11 inch piece of paper, hand delivered to his/her supervisor by June 15.

16.03 Working Conditions

A. Members will not be required to act as chaperones for after school activities. A member who observes students unsupervised and/or observes students engaging in misconduct will immediately notify the administrator or adult supervising the activity.

B. Custodians who work less than two hundred sixty (260) days each year will be informed of their first scheduled work day for the ensuing school year, not later than June 1.

ARTICLE XVII - MANAGEMENT RIGHTS/WAIVER

17.01 Management Rights

Except as expressly provided otherwise in this agreement, the determination and administration of school policy, the operation and management of the schools and direction of employees are invested exclusively in the Board. Among the Board's management rights are the right to hire, transfer, discipline, discharge, lay off, assign and promote; to promulgate, revise and enforce work rules and rules of conduct; to introduce new equipment, methods of performing work, or facilities; to determine the size, duties, and qualifications of the work force; to create, abolish, define and revise job classifications; to determine work schedules, hours, and shifts; to require overtime; and to determine whether work will be performed by bargaining unit or other persons, provided that work heretofore performed exclusively by the bargaining unit will not be reassigned to other persons if it results in the layoff of bargaining unit employees.

17.02 Job Descriptions

The Board has the authority to write and revise all job descriptions and to specify qualifications for each position; before changes are implemented, the revised job descriptions will be reviewed by the president of the Association and two (2) members of the affected classification. The Association must provide written comments to the Business Manager within thirty (30) days of receipt of the revised job description(s).

ARTICLE XVIII - MISCELLANEOUS PROVISIONS

18.01 Probationary Period

A. All employees new to the District shall be hired with a probationary period of forty-five (45) days at the full rate of pay for the classification range and increment level at which he/she is employed. For this purpose, "days" is defined as the scheduled workdays for the new employee. Newly hired employees may not bid on another job during the probationary period.

B. Newly hired employees may be terminated for any reason without recourse to the grievance procedure at the end of their probationary period or at any time during their probationary period.

C. Temporary employees shall not accumulate seniority and are not considered as either regular full time or regular temporary employees subject to the terms of this agreement.

D. Members who change classifications shall have a thirty (30) day probationary period. The only exception to this are members changing classifications within the

Paraprofessional Series or members moving from the classification of "Aides" to the Paraprofessional Series; members who make these moves will not have a probationary period. For this purpose, "days" is defined as the scheduled workdays for the affected member. If the member should be unable to perform the duties of the new classification to the satisfaction of the administration, or at the member's request, he/she shall retain the right to his/her previous classification without any loss of seniority and shall be transferred back to his/her previous classification without the right to grieve such action. If the member requests a return transfer, he/she must continue working in the new classification fifteen (15) additional days, or until the job classification can be rebid and filled, whichever comes first. A member may bid on another position during the thirty (30) day probationary period. A member will begin a new thirty (30) day probationary period for each new classification he/she accepts.

E. After fifteen (15) scheduled workdays, the probationary employee or member in 18.01 (D) will receive from the building principal or his/her supervisor a written review of his/her performance as well as areas for improvement. A copy will be forwarded to the Business Manager.

18.02 Non Discrimination

There will be no unlawful discrimination against any member by the Board or the Association in the administration of this Agreement because of the member's race, creed, color, sex, national origin, ancestry, or because the employee's age is between 40 and 70. Employees shall have the right to join or refrain from joining the Association. The Board will comply with applicable laws pertaining to the employment of the handicapped.

18.03 Criminal Background Checks

All members hall complete a BCII and FBI criminal background checks every five years or as required by law. Each member will have the option of completing this background check in or outside the district. The Board shall pay for the cost of any BCII and FBI criminal background check provided the member initiated the background check through the central office and the background check is required for the member's position. The Business Manager shall notify all members who need to complete a background check in advance. If a members fails to complete the background check by September 30 in the five year anniversary date of his last check, the member may face discipline, up to an and including termination. No employee will be terminated purely for failure of reporting agencies to timely process background checks.

18.04 The Board of Education agrees to provide a safe and secure workplace.

ARTICLE XIX - DEFINITIONS OF AGREEMENT

19.01 Days

Except as otherwise defined, days shall mean days when the school district's central office is open.

19.02 Full Time Employee

Full-time employee is defined in Section 2.03(A).

19.03 Regular Employee

Is an employee working on a job, scheduled a consistent number of hours per day for nine (9) or more months per calendar year and is not taking the place of an employee approved on leave.

19.04 Work Week

The work week shall start Wednesday at 12 a.m. and shall end the following Tuesday at 11:59 p.m. Beginning November 1, 2009, the work week for all members in their current position shall be Monday through Friday. All new or open positions as of November 1, 2009, may have a non-traditional work week. All members hired prior to November 1, 2009, will not be involuntarily transferred into a non-traditional work week.

19.05 Transportation Bus Run

A school-to-school, school-to-home or school system-to-school system run scheduled on a regular basis. Regular bus drivers shall be paid a minimum of two (2) hours for each regular a.m. and p.m. run.

19.06 Shuttle Run

A school-to-school run scheduled on a daily basis.

19.07 Classification

A sub division of a classification series as described by a job description and as listed in the "Salary Range and Salary Increase Chart."

19.08 Classification Series

A grouping of job classifications that involve similar types of work. There are six (6) such groupings on the "Salary Range Chart."

19.09 District Seniority

The length of continuous employment by an employee of the Board is computed from the employee's effective date of hire in the bargaining unit per the Board minutes regardless of the number of hours worked per day or the number of months worked per year. Work as a substitute employee prior to being a regular employee shall not be counted towards District seniority. Time spent on unpaid leaves of absence shall not count towards the accrual of seniority.

19.10 Classification Seniority

Classification seniority shall be defined as the first day an employee is assigned into a classification while in active pay status. Work as a substitute employee prior to being a regular employee shall not be counted toward classification seniority. Time spent on unpaid leaves of absence shall not count towards the accrual of classification seniority.

19.11 Trip

A trip begins when a bus leaves the garage, picks up the sponsoring group, delivers the sponsoring group to their destination, either remains or returns bus to garage (drop only trip) or returns to pick up the sponsoring group, return the group to their point of origin, and returns the bus to the garage.

19.12 Business Manager

Business Manager is in reference to the position in charge of operations/facilities, which may not require a license under 3319.03.

ARTICLE XX - SEVERABILITY

20.01 Scope of Agreement

A. This Agreement supersedes and prevails over all statutes of the State of Ohio (except as specifically set forth in ORC Section 4117.10(A), all civil service rules and regulations, administrative rules of the Director of State Personnel, and all policies, rules and regulations of the employer. However, should the State Employment Relations Board or any court of competent jurisdiction, determine, after all appeals or times for appeal have been exhausted, that any provision herein is unlawful, such provision shall be automatically terminated but all other provisions of the Agreement shall remain in full force and effect.

B. The parties shall meet within ten (10) days after the final determination of unlawfulness to bargain over its impact and to bring the Agreement into compliance.

ARTICLE XXI - DURATION

AGREEMENT BETWEEN THE
WADSWORTH CITY BOARD OF EDUCATION
AND
WADSWORTH EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION OEA/NEA

This Agreement shall remain in full force and effect from 12:01 a.m. July 1, 2020, through 12:00 midnight June 30, 2023.

This Agreement makes null and void all previous regulations contained in previous agreements.

Attesting to Ratification:

For the Board:

_____ _____
Board President Date

_____ _____
Douglas D. Beeman, Treasurer Date

_____ _____
WESPA/OE/NEA President Date

APPENDIX A-1

GRIEVANCE PROCEDURE FORM

AGGRIEVED PERSON, PERSONS, and WESPA_____

_____

ADDRESS _____ PHONE _____

SCHOOL _____ PRINCIPAL _____

DATE GRIEVANCE OCCURRED _____ DATE OF FORMAL FILING _____

PERSON OR PERSONS TO WHOM GRIEVANCE IS DIRECTED: _____

_____ INITIATED ON LEVEL _____

STATEMENT OF GRIEVANCE:
Describe the issue to be resolved and cite the Article(s) of the Agreement allegedly violated or in dispute.

_____

ACTION REQUESTED:

Have you discussed this with your immediate supervisor? Yes_____ No_____

If YES, what action has been taken so far? _____

_____

_____
Grievant

Copy to the Association President
Use back or attachments as necessary

APPENDIX A-2

GRIEVANCE DECISIONS

LEVEL II (FORMAL) DECISION: _____

_____

_____

_____

DATE _____ SIGNATURE _____
Business Manager

Copy to the Grievant
and the Association President

LEVEL III (FORMAL) DECISION: _____

_____

_____

DATE _____ SIGNATURE _____
Superintendent

Copy to the Grievant
and the Association President

Where decision requires additional space, attach pages as necessary. Attach written reason for dissatisfaction with Level II resolution.

APPENDIX B

WAGE RATE SCHEDULES
July 1, 2020-June 30, 2023

Cafeteria Manager:

Years	Index		2020-21	2021-22	2022-23
0	1.000		14.10	14.45	14.88
1	1.078	.078	15.20	15.58	16.04
2	1.173	.095	16.54	16.95	17.45
5	1.200	.027	16.92	17.34	17.86
7	1.235	.035	17.41	17.85	18.38
9	1.265	.030	17.84	18.28	18.82
14	1.295	.030	18.26	18.71	19.27
18	1.325	.030	18.68	19.15	19.72
25	1.355	.030	19.11	19.58	20.16

Cafeteria Assistant Manager:

Years	Index		2020-21	2021-22	2022-23
0	1.000		13.96	14.31	14.74
1	1.058	.058	14.77	15.14	15.59
2	1.144	.086	15.97	16.37	16.86
5	1.170	.026	16.33	16.74	17.25
7	1.205	.035	16.82	17.24	17.76
9	1.235	.030	17.24	17.67	18.20
14	1.265	.030	17.66	18.10	18.65
18	1.295	.030	18.08	18.53	19.09
25	1.320	.025	18.43	18.89	19.46

Baker/Cook *(System Kitchen); Courier*

Years	Index		2020-21	2021-22	2022-23
0	1.000		13.81	14.16	14.58
1	1.048	.048	14.47	14.84	15.28
2	1.115	.067	15.40	15.79	16.26
5	1.140	.025	15.74	16.14	16.62
7	1.175	.035	16.23	16.64	17.13
9	1.205	.030	16.64	17.06	17.57
14	1.235	.030	17.06	17.49	18.01
18	1.265	.030	17.47	17.91	18.44
25	1.285	.020	17.75	18.20	18.74

APPENDIX B

WAGE RATE SCHEDULES
July 1, 2020-June 30, 2023

Cafeteria Series (continued)

Cafeteria Helper (more than 3 hours per day):

(Grandfather current 3+ hours Helpers 12/14/2009)

Years	Index		2020-21	2021-22	2022-23
0	1.000		13.14	13.47	13.87
1	1.033	.033	13.57	13.91	14.33
2	1.125	.092	14.78	15.15	15.60
5	1.160	.035	15.24	15.63	16.09
7	1.185	.025	15.57	15.96	16.44
9	1.215	.030	15.97	16.37	16.85
14	1.245	.030	16.36	16.77	17.27
18	1.275	.030	16.75	17.17	17.68
25	1.295	.020	17.02	17.44	17.96

Cafeteria Helper:

Years	Index		2020-2021	2021-22	2022-23
0	1.000		10.95	11.22	11.56
1	1.033	.033	11.31	11.59	11.94
2	1.110	.077	12.15	12.45	12.83
3	1.202	.092	13.16	13.49	13.90
4	1.240	.038	13.58	13.91	14.33
5	1.355	.115	14.84	15.20	15.66
10	1.425	.070	15.60	15.99	16.47
18	1.495	.070	16.37	16.77	17.28
25	1.555	.060	17.03	17.45	17.98

APPENDIX B

WAGE RATE SCHEDULES
July 1, 2020-June 30, 2023

Aides Series

Health Aide:

Years	Index		2020-21	2021-22	2022-23
0	1.000		16.73	17.15	17.66
1	1.048	.048	17.53	17.97	18.51
2	1.115	.067	18.65	19.12	19.57
5	1.120	.005	18.74	19.21	19.66
7	1.135	.015	18.99	19.47	19.92
9	1.155	.020	19.32	19.81	20.27
14	1.175	.020	19.66	20.15	20.62
18	1.205	.030	20.16	20.67	21.15
25	1.225	.020	20.49	21.01	21.50

Technology Aides *(Grandfathered 12/14/2009):*

Years	Index		2020-21	2021-22	2022-23
0	1.000		16.62	17.04	17.55
1	1.084	.084	18.02	18.47	19.02
2	1.175	.091	19.53	20.02	20.62
5	1.190	.015	19.78	20.28	20.88
7	1.205	.015	20.03	20.53	21.15
9	1.225	.020	20.36	20.87	21.50
14	1.235	.010	20.53	21.04	21.67
18	1.265	.030	21.02	21.56	22.20
25	1.285	.020	21.36	21.90	22.55

Library Aides (Grandfathered 12/14/2009):

Years	Index		2020-21	2021-22	2022-23
0	1.000		15.22	15.60	16.07
1	1.081	.081	16.45	16.86	17.37
2	1.173	.092	17.85	18.30	18.85
5	1.180	.007	17.96	18.41	18.96
7	1.195	.015	18.19	18.64	19.20
9	1.215	.020	18.49	18.95	19.53
14	1.235	.020	18.80	19.27	19.85
18	1.265	.030	19.25	19.73	20.33
25	1.285	.020	19.56	20.05	20.65

Classroom Aides as of May 11, 1998 paid at Aide I Range are "grand parented" to Library Aide Range

APPENDIX B

WAGE RATE SCHEDULES
July 1, 2020-June 30, 2023

Aides Series (continued)

Aide:

Years	Index		2020-21	2021-22	2022-23
0	1.000		13.81	14.16	14.58
1	1.048	.048	14.47	14.84	15.28
2	1.115	.067	15.40	15.79	16.26
5	1.120	.005	15.47	15.86	16.33
7	1.135	.015	15.67	16.07	16.55
9	1.155	.020	15.95	16.35	16.84
14	1.175	.020	16.23	16.64	17.13
18	1.205	.030	16.64	17.06	17.57
25	1.225	.020	16.92	17.35	17.86

Crossing Guards:

Years	Index		2020-21	2021-22	2022-23
0	1.000		10.35	10.61	10.93
1	1.048	.048	10.85	11.12	11.45
2	1.115	.067	11.54	11.83	12.19
5	1.120	.005	11.59	11.88	12.24
7	1.135	.015	11.75	12.04	12.41
9	1.155	.020	11.95	12.25	12.62
14	1.175	.020	12.16	12.47	12.84
18	1.205	.030	12.47	12.79	13.17
25	1.225	.020	12.68	13.00	13.39

Paraprofessional Series

Special Education Aide, Attendant and Library Aide as Part of Encore Rotation:

Years	Index		2020-21	2021-22	2022-23
0	1.000		14.53	14.89	15.34
1	1.081	.081	15.71	16.10	16.58
2	1.173	.092	17.04	17.47	17.99
5	1.180	.007	17.15	17.57	18.10
7	1.195	.015	17.36	17.79	18.33
9	1.215	.020	17.65	18.09	18.64
14	1.235	.020	17.94	18.39	18.94
18	1.265	.030	18.38	18.84	19.41
25	1.285	.020	18.67	19.13	19.71

APPENDIX B

WAGE RATE SCHEDULES
July 1, 2020-June 30, 2023

RBT Aide and RBT Attendant:

Years	Index		2020-21	2021-22	2022-23
0	1.000		17.02	17.45	17.97
1	1.081	.081	18.40	18.86	19.43
2	1.173	.092	19.96	20.47	21.08
5	1.180	.007	20.08	20.59	21.20
7	1.195	.015	20.34	20.85	21.47
9	1.215	.020	20.68	21.20	21.83
14	1.235	.020	21.02	21.55	22.19
18	1.265	.030	21.53	22.07	22.73
25	1.285	.020	21.87	22.42	23.09

APPENDIX B

WAGE RATE SCHEDULES
July 1, 2020-June 30, 2023

Clerical Series

Secretary:

Years	Index		2020-21	2021-22	2022-23
0	1.000		19.28	19.76	20.35
1	1.083	.083	20.88	21.40	22.04
2	1.165	.082	22.46	23.02	23.71
5	1.170	.005	22.56	23.12	23.81
7	1.185	.015	22.85	23.42	24.11
9	1.205	.020	23.23	23.81	24.52
14	1.225	.020	23.62	24.21	24.93
18	1.255	.030	24.20	24.80	25.54
25	1.275	.020	24.58	25.19	25.95

Clerk:

Years	Index		2020-21	2021-22	2022-23
0	1.000		18.30	18.76	19.32
1	1.084	.084	19.84	20.34	20.94
2	1.175	.091	21.50	22.04	22.70
5	1.180	.005	21.59	22.14	22.80
7	1.195	.015	21.87	22.42	23.09
9	1.215	.020	22.23	22.79	23.47
14	1.235	.020	22.60	23.17	23.86
18	1.265	.030	23.15	23.73	24.44
25	1.285	.020	23.52	24.11	24.83

APPENDIX B

WAGE RATE SCHEDULES
July 1, 2020-June 30, 2023

Custodial Series

Head Custodian I:

Years	Index		2020-21	2021-22	2022-23
0	1.000		20.45	20.96	21.59
1	1.070	.070	21.88	22.43	23.10
2	1.145	.075	23.42	24.00	24.72
5	1.150	.005	23.52	24.10	24.83
7	1.165	.015	23.82	24.42	25.15
9	1.185	.020	24.23	24.84	25.58
14	1.205	.020	24.64	25.26	26.02
18	1.235	.030	25.26	25.89	26.66
25	1.255	.020	25.66	26.30	27.10

Head Custodian II:

Years	Index		2020-21	2021-22	2022-23
0	1.000		19.38	19.86	20.46
1	1.064	.064	20.62	21.13	21.77
2	1.145	.081	22.19	22.74	23.43
5	1.160	.015	22.48	23.04	23.73
7	1.175	.015	22.77	23.34	24.04
9	1.195	.020	23.16	23.73	24.45
14	1.205	.010	23.35	23.93	24.65
18	1.235	.030	23.93	24.53	25.27
25	1.255	.020	24.32	24.92	25.68

Custodian III:

Years	Index		2020-21	2021-22	2022-23
0	1.000		15.95	16.35	16.84
1	1.081	.081	17.24	17.67	18.20
2	1.173	.092	18.71	19.18	19.75
5	1.180	.007	18.82	19.29	19.87
7	1.195	.015	19.06	19.54	20.12
9	1.215	.020	19.38	19.87	20.46
14	1.235	.020	19.70	20.19	20.80
18	1.265	.030	20.18	20.68	21.30
25	1.285	.020	20.50	21.01	21.64

APPENDIX B

WAGE RATE SCHEDULES
July 1, 2020-June 30, 2023

Maintenance Series

Maintenance Mechanic I/Head Vehicle & Equipment Mechanic:

Years	Index		2020-21	2021-22	2022-23
0	1.000		23.34	23.92	24.64
1	1.048	.048	24.46	25.07	25.82
2	1.096	.048	25.58	26.22	27.01
5	1.110	.014	25.91	26.55	27.35
7	1.125	.015	26.26	26.91	27.72
9	1.145	.020	26.72	27.39	28.21
14	1.155	.010	26.96	27.63	28.46
18	1.185	.030	27.66	28.35	29.20
25	1.205	.020	28.12	28.82	29.69

Maintenance Mechanic II:

Years	Index		2020-21	2021-22	2022-23
0	1.000		21.23	21.76	22.41
1	1.069	.069	22.69	23.26	23.96
2	1.141	.072	24.22	24.83	25.57
5	1.150	.009	24.41	25.02	25.77
7	1.165	.015	24.73	25.35	26.11
9	1.185	.020	25.15	25.79	26.56
14	1.205	.020	25.58	26.22	27.00
18	1.235	.030	26.22	26.87	27.68
25	1.245	.010	26.43	27.09	27.90

Vehicle & Equipment Mechanic I:

Years	Index		2020-21	2021-22	2022-23
0	1.000		21.03	21.56	22.21
1	1.069	.069	22.48	23.05	23.74
2	1.141	.072	24.00	24.60	25.34
5	1.150	.009	24.18	24.79	25.54
7	1.165	.015	24.50	25.12	25.87
9	1.185	.020	24.92	25.55	26.32
14	1.205	.020	25.34	25.98	26.76
18	1.235	.030	25.97	26.63	27.43
25	1.245	.010	26.18	26.84	27.65

APPENDIX B

WAGE RATE SCHEDULES
July 1, 2020-June 30, 2023

Maintenance Series (continued)

Maintenance and Grounds I:

Years	Index		2020-21	2021-22	2022-23
0	1.000		19.97	20.47	21.08
1	1.058	.058	21.13	21.66	22.30
2	1.136	.078	22.69	23.25	23.95
5	1.160	.024	23.17	23.75	24.45
7	1.175	.015	23.46	24.05	24.77
9	1.185	.010	23.66	24.26	24.98
14	1.195	.010	23.86	24.46	25.19
18	1.225	.030	24.46	25.08	25.82
25	1.245	.020	24.86	25.49	26.24

Maintenance and Grounds II:

Years	Index		2020-21	2021-22	2022-23
0	1.000		19.39	19.87	20.47
1	1.064	.064	20.63	21.14	21.78
2	1.145	.081	22.20	22.75	23.44
5	1.160	.015	22.49	23.05	23.75
7	1.175	.015	22.78	23.35	24.05
9	1.195	.020	23.17	23.74	24.46
14	1.205	.010	23.36	23.94	24.67
18	1.235	.030	23.95	24.54	25.28
25	1.255	.020	24.33	24.94	25.69

Adult Laborer:

Years	Index		2020-21	2021-22	2022-23
0	1.000		16.98	17.40	17.92
1	1.084	.084	18.41	18.86	19.43
2	1.175	.091	19.95	20.45	21.06
5	1.190	.015	20.21	20.71	21.32
7	1.205	.015	20.46	20.97	21.59
9	1.220	.015	20.72	21.23	21.86
14	1.234	.014	20.95	21.47	22.11
18	1.237	.003	21.00	21.52	22.17
25	1.288	.051	21.87	22.41	23.08

APPENDIX B

WAGE RATE SCHEDULES
July 1, 2020-June 30, 2023

Transportation Series

Bus Driver *(+ $ 1.00 for handicapped children on handicapped bus without an aide)*

Years	Index		2020-21	2021-22	2022-23
0	1.000		21.89	22.44	23.11
1	1.069	.069	23.40	23.99	24.70
2	1.080	.011	23.64	24.24	24.96
5	1.090	.010	23.86	24.46	25.19
7	1.105	.015	24.19	24.80	25.54
9	1.115	.010	24.41	25.02	25.77
14	1.125	.010	24.63	25.25	26.00
18	1.155	.030	25.28	25.92	26.69
25	1.175	.020	25.72	26.37	27.15

On-Board Instructors (OBI) *will be paid from the 25 full-year step for training time.*

Vehicle Driver/Light Truck Driver

Years	Index		2020-21	2021-22	2022-23
0	1.000		16.62	17.04	17.55
1	1.084	.084	18.02	18.47	19.02
2	1.175	.091	19.53	20.02	20.62
5	1.190	.015	19.78	20.28	20.88
7	1.205	.015	20.03	20.53	21.15
9	1.225	.020	20.36	20.87	21.50
14	1.235	.010	20.53	21.04	21.67
18	1.265	.030	21.02	21.56	22.20
25	1.285	.020	21.36	21.90	22.55

APPENDIX C

WADSWORTH EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION OEA/NEA

EMPLOYEE REPORT OF INJURY

(To be completed for work-related accidents or incidents of physical or verbal assault*)

Part I: Injured Employee's Statement

I, _____, certify that on _____, 20___, at _____ (a.m./p.m.), I sustained the following injury: _____

_____

Date of Occurrence _____ Place of Occurrence: _____

Circumstances leading up to the occurrence: _____

_____

In the case of a physical or verbal assault, describe the person(s) inflicting the assault: _____

_____

Have you had any previous work-related accidents? ☐ Yes ☐ No If yes, when? _____

Name(s) of witnesses to the incident: _____

To whom did you report the incident? _____

Date and time reported: _____

Hospital and/or doctor rendering treatment: _____

In the case of a physical or verbal assault, date the police report was filed: _____
(Please attach a copy of the police report.)

Date of This Report: _____ _____
Signature of Employee

FORWARD TO PRINCIPAL OR SUPERVISOR

PART II: PRINCIPAL OR SUPERVISOR'S STATEMENT

Injury was reported on _____, 20___. Medical treatment (was / was not) required (*circle one)*.

Employee was sent to: _____
(State name and address of doctor and/or hospital)

_____

Did employee require time off? ☐ Yes ☐ No
Dates of absence: _____ Date returned to work: _____

_____
Principal or Supervisor's Signature

FORWARD TO BUSINESS MANAGER'S OFFICE

* A verbal assault is defined as a threat of physical injury that is direct, specific, and plausible.

APPENDIX D-1

WADSWORTH EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION OEA/NEA

SICK LEAVE POOL DONATION FORM

If you would like to donate a sick day, please complete the form below and forward it to the Wadsworth Educational Support Personnel Association OEA/NEA (WESPA) President or your building representative by October 31st. The donation is irrevocable.

Thank you for caring for the needs of a fellow member

SICK LEAVE POOL DONATION FORM

I, _____, wish to donate
(*Please print your name)*

one day of sick leave to the Wadsworth City Schools Sick Leave Pool.

_____ _____

Signature Date

_____

Building

This form should be sent directly to the WESPA President. Day(s) will be placed in a pool to be used on an as-needed basis as determined by the Superintendent/designee and the WESPA President. Days are used for catastrophic/life-threatening situations only.

APPENDIX D-2

WADSWORTH EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION OEA/NEA

SICK LEAVE POOL APPLICATION FORM

If you would like to use sick days, please complete the form below forward it to the Wadsworth Educational Support Personnel Association OEA/NEA (WESPA) President.

SICK LEAVE POOL APPLICATION FORM

I, _____, wish to use _____ days*
(Please print your name) *(Print number)*

of sick leave from the Wadsworth City Schools' Sick Leave Pool.

_____ _____
Signature Date

_____
Building

Attach your doctor's certificate to this form.

(Leave is for illness only. Days may be used for catastrophic or life-threatening situations only.)

_____

*__Please note that the__ leave must be applied for and used in increments of 10 days with a maximum of 50 days.

APPENDIX D-3

WADSWORTH EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION OEA/NEA

SICK LEAVE POOL APPROVAL FORM

_____has requested _____ days of sick
(Name of Member) (No. of Days)

leave from the Sick Leave Pool. As _____has met
(Name of Member)

each of the criteria set forth in Section 8.01(E)(4) of the Agreement, the request is approved.

_____ Date: _____
(Signature of WESPA President)

Verification of Eligibility for Processing:

_____ Date: _____
(Signature of Superintendent)

APPENDIX E

Classification Series

Clerical Series

- Secretary
- Clerk

Custodial Series

- Head Custodian I
- Head Custodian II
- Custodian III

Cafeteria Series

- Manager
- Asst. Manager
- Baker/Cook
- Helper
- Light Driver

Aide Series

- Aides
- Crossing Guards

RBT Series

- RBT Aides
- RBT Attendants

Paraprofessional Series

- Special Education Aides
- Special Education Attendants

Maintenance Series

- Maintenance Mechanic I
- Maintenance Mechanic II
- Maintenance/ Grounds I
- Maintenance/ Grounds II
- Adult Laborer

Transportation Series

- Bus Driver
- Vehicle Driver
- Vehicle/Equip Head Mech I
- Vehicle/Equip Mech I

Special Education Aides in their position as of July 1, 2014 will be able to bump into the Aide Series if their Special Education Aide position is reduced according to Article XII of this agreement. Special Education Aides hired into their position after July 1, 2014 will not have this right.

Health Services Series

- Health Aides

APPENDIX F

WADSWORTH CITY SCHOOLS

HEALTHCARE PROVIDER'S CERTIFICATION FOR RETURN TO WORK

I hereby certify that I have physically examined _____ (employee) and have determined that he/she is able to resume all the essential job functions of his/her position and so is eligible to return to work in the Wadsworth City School District.

The following limits exist or accommodations are necessary to resume his/her essential job functions:

_____

_____

_____

_____

_____
Healthcare Provider Name
Please print or type

_____
Signature Date

_____
Telephone Number

Please return this form to:

Wadsworth City Schools
Treasurer's Office
524 Broad Street
Wadsworth, OH 44281

APPENDIX G

Wadsworth City Schools
Classified Staff Absence Request

Print Name:_____ Bldg _____ Position _____

☐ Personal Leave – unrestricted	☐ Unpaid Leave, long term	☐ Assault Leave
	☐ Jury Duty	☐ Military Leave
☐ Vacation		
	☐ Unpaid Childcare Leave	☐ Negotiation Leave
☐ Attendant/Vehicle Driver Unpaid Leave	☐ Adoption Leave	☐ Association Leave
☐ Unpaid Leave, short term	☐ Summons/Subpoena Leave	

Dates of Requested Absence:

From Date: _____ To Date: _____ TOTAL: _____

Times of Requested Absence:

From Time: _____ To Time: _____ TOTAL: _____

Total Number of Hours of Requested Absence: _____

Reason for Absence Request: MANDATORY for any Unpaid Leaves, or any Personal Leave that falls within restriction definitions noted on reverse side:

_____

I certify that the above facts are a true and accurate depiction of my absence request:

Signature:_____ Payroll ID #: _____
Date Submitted: _____

Approvals:		**Approved:**	
Immediate Supervisor: _____	☐ Yes	☐ No	
Sub Required?	☐ Yes	☐ No	☐ N/A
Business Office: _____	☐ Yes	☐ No	
☐ Superintendent Req'd? _____	☐ Yes	☐ No	☐ N/A
Board Action Date: _____	☐ Approved	☐ Declined	☐ N/A

Please remember: original with all required signatures must be attached to timesheet.

APPENDIX G

Wadsworth City Schools
Classified Staff Absence Request Guidelines

Personal Leave: As per Section 8.02; five days notice required. Available in quarter-hour increments. It is understood a member will not use personal leave:

1—the first or last week of school;
2—two (2) days before the first student day of school;
3—the day before or after a paid holiday, extended weekend, or unpaid break;
4—to extend a vacation;
5—performing or seeking other employment.
6—not more than ten percent (10%) of the classification within one (1) building or one (1) bargaining unit member (whichever is greater), or not more than ten percent (10%) of the bargaining unit members in a classification not tied to a building, of those entitled to personal leave may take it on any one day, and leave may be denied if necessary to insure sufficient members are available to work in a classification.

Note: With the approval of the Superintendent, an exception may be made to paragraphs 1 through 6 above. The bargaining unit member must provide documentation to the Superintendent for consideration.

Vacation: As per Section 6.11, and the benefits associated with your position. Available in quarter-hour increments. Email requests must be submitted three workdays in advance to the immediate supervisor unless waived by the administration. Up to five single day vacations are permitted with one workday email notice to the immediate supervisor. This form must still be submitted at the time of the email request.

Attendant/Vehicle Driver Unpaid Leave: As per Article XI; for use when special education students do not report to school.

Unpaid Leave Short-Term: As per Section 8.03.A; up to ten days possible.

Unpaid Leave Long-Term: As per Section 8.03.B; anything more than ten days and up to two years possible, and requires board action.

Jury Duty: As per Section 8.06; please attach copy of court-issued proof of serving.

Unpaid Childcare Leave: As per Section 8.05; for care of newborn or adopted child not yet of school age. Up to 24 months from date of birth.

Adoption Leave: As per Section 8.04; for use for adoptions inside/outside the United States.

Summons/Subpoena Leave: As per Section 8.07; for use in court-related absences.

Assault Leave: As per Section 8.08; for use when employee has disability due to work-related assault.

Military Leave: As per Section 8.11; employees engaged in military service.

Negotiation Leave: Per Article 3; for use during contract negotiations.

Association Leave: As per Section 5.02; for use when conducting Union business.

Your Summary of Benefits

APPENDIX H

Wadsworth City Schools – Base Plan
Blue Access® (PPO)
Effective 07/01/2017

Covered Benefits	Network	Non-Network
Deductible (Single/Family)	$250/$500	$1,000/$1,600
Out-of-Pocket Limit (Single/Family)	$1,250/$2,500	$3,400/$6,800
Physician Home and Office Services (PCP/SCP) Primary Care Physician (PCP)/ Specialty Care Physician (SCP) Including Office Surgeries and allergy serum: • allergy injections (PCP and SCP) • allergy testing • MRAs, MRIs, PETS, C-Scans, Nuclear Cardiology Imaging Studies, non-maternity related Ultrasounds and pharmaceutical products	$20/$20 20% 20% 20%	30% 30% 30% 30%
Preventive Care Services • Services included but not limited to: Routine medical exams, Mammograms, Pelvic Exams, Pap testing, PSA tests, Immunizations, Annual diabetic eye exam, Hearing screenings and Vision screenings which are limited to Screening tests (i.e. Snellen eye chart) and Ocular Photo screening.	No cost share	30%
Emergency and Urgent Care Emergency Room Services • facility/other covered services (copayment waived if admitted) Urgent Care Center Services • MRAs, MRIs, PETS, C-Scans, Nuclear Cardiology Imaging Studies, Non-maternity related Ultrasounds and pharmaceutical products • Allergy injections • Allergy testing	 $100 $25 20% 20% 20%	 $100 30% 30% 30% 30%
Inpatient and Outpatient Professional Services Include but are not limited to: • Medical Care visits (1 per day), Intensive Medical Care, Concurrent Care, Consultations, Surgery and administration of general anesthesia and Newborn exams	20%	30%
Blue 8.0 500 Series		

Anthem Blue Cross and Blue Shield is the trade name of Community Insurance Company. Independent licensee of the Blue Cross and Blue Shield Association. ANTHEM is a registered trademark of Anthem Insurance Companies, Inc. The Blue Cross and Blue Shield names and symbols are registered marks of the Blue Cross and Blue Shield Association.

Covered Benefits	Network	Non-Network
Inpatient Facility Services (Network/Non-Network combined) Unlimited days except for: • 60 days for physical medicine/rehab (limit includes Day Rehabilitation Therapy Services on an outpatient basis) • 180 days for skilled nursing facility	20%	30%
Outpatient Surgery Hospital/Alternative Care Facility • Surgery and administration of general anesthesia	20%	30%
Other Outpatient Services including but not limited to: • Non Surgical Outpatient Services for example: MRIs, C-Scans, Chemotherapy, Ultrasounds, and other diagnostic outpatient services. • Home Care Services 30 visits (excludes IV Therapy) (Network/Non-Network combined) • Durable Medical Equipment, Orthotics and Prosthetics • Physical Medicine Therapy Day Rehabilitation programs • Hospice Care • Ambulance Services	20% 20% 20%	30% 20% 20%
Outpatient Therapy Services (Combined Network & Non-Network limits) • Physician Home and Office Visits (PCP/SCP) • Other Outpatient Services @ Hospital/Alternative Care Facility Limits apply to: • Cardiac Rehabilitation Unlimited • Pulmonary Rehabilitation Unlimited • Physical Therapy: 60 visits • Occupational Therapy: 60 visits • Manipulation Therapy: 12 visits • Speech therapy: 20 visits • Teledoc (Live Health Online)	 $20/$20 20%	 30% 30%
Accidental Dental: Unlimited per accident (Network and Non-network combined)	Copayments/Coinsurance based on setting where covered services are received	30%
Behavioral Health: Mental Illness and Substance Abuse[2] • Inpatient Facility Services • Physician Home and Office Visits (PCP/SCP) • Other Outpatient Services. Outpatient Facility @ Hospital/Alternative Care Facility, Outpatient Professional	 20% $20 20%	 30% 20% 20%
Human Organ and Tissue Transplants[3] • Acquisition and transplant procedures, harvest and storage.	20%	30%

Covered Benefits	Network	Non-Network
Prescription Drugs **Network Tier structure equals 1/2/3** • **Network Retail Pharmacies:** (30-day supply) • **Home Delivery Service:** (90-day supply) **Member may be responsible for additional cost when not selecting the available generic drug.** Medicare Rx - Wrap	 $10 generic/$20 preferred brand/$30 Non-preferred generic & brand $25 generic/$50 preferred brand/$70 Non-preferred generic & brand Rx OOP Max: $6,525 Single/$13,050 Family	 50%, min $30[5] Not covered

Notes:

- All medical deductibles, copayments and coinsurance apply toward the out-of-pocket maximum (excluding Non-Network Human Organ and Tissue Transplant (HOTT) Services). Prescription drug cost shares have a separate out-of-pocket maximum.
- Deductible(s) apply to covered medical services listed with a percentage (%) coinsurance, including 0%. However, the deductible does not apply to Emergency Room Services where a copayment & (%) coinsurance applies and may not apply to some Behavioral Health services where coinsurance applies
- Network and Non-network deductibles, copayments, coinsurance and out-of-pocket maximums are separate and do not accumulate toward each other.
- Dependent Age: to end of the month which the child attains age 26
- Specialist copayment is applicable to all Specialists excluding General Physicians, Internist, Pediatricians, OB/GYNs and Geriatrics or any other Network Provider as allowed by the plan.
- When allergy injections are rendered with a Physicians Home and Office Visit, only the Office Visit cost share applies. When the Office Visit cost share is a % coinsurance, deductible and coinsurance apply to allergy injections
- No cost share (NCS) means no deductible/copayment/coinsurance up to the maximum allowable amount. 0% means no coinsurance up to the maximum allowable amount. However, when choosing a Non-network provider, the member is responsible for any balance due after the plan payment.
- PCP is a Network Provider who is a practitioner that specializes in family practice, general practice, internal medicine, pediatrics, obstetrics/gynecology, geriatrics or any other Network provider as allowed by the plan.
- SCP is a Network Provider, other than a Primary Care Physician, who provides services within a designated specialty area of practice.
- Certain diabetic and asthmatic supplies, except diabetic test strips, have no deductible/copayment/coinsurance up to the maximum allowable amount at network pharmacies.
- Benefit period = calendar year
- Mammograms (Diagnostic) are no copayment/coinsurance in Network office and outpatient facility settings.
- Behavioral Health Services: Mental Health and Substance Abuse benefits provided in accordance with Federal Mental Health Parity.
- Preventive Care Services that meet the requirements of federal and state law, including certain screenings, immunizations and physician visits are covered.
- Private Duty Nursing – limited to 82 visits/Calendar Year.
- Vision limited services – additional vision services are covered when specifically coded as determination of refraction, routine ophthalmological examination including refraction for new and established patients, and a visual functional screening for visual acuity. No additional ophthalmological services are covered as part of the medical coverage.
- Plan to exclude for elective abortions.

[2] We encourage you to review the Schedule of Benefits for limitations.
[3] Kidney and Cornea are treated the same as any other illness and subject to the medical benefits.
[5] Rx non-network diabetic/asthmatic supplies not covered except diabetic test strips.

Precertification:
Members are encouraged to always obtain prior approval when using non-network providers. Precertification will help the member know if the services are considered not medically necessary.

Pre-existing Exclusion Period: none

This summary of benefits has been updated to comply with federal and state requirements, including applicable provisions of the recently enacted federal health care reform laws. As we receive additional guidance and clarification on the new health care reform laws from the U.S. Department of Health and Human Services, Department of Labor and Internal Revenue Service, we may be required to make additional changes to this summary of benefits.

This summary of benefits is intended to be a brief outline of coverage. The entire provisions of benefits and exclusions are contained in the Group Contract, Certificate, and Schedule of Benefits. In the event of a conflict between the Group Contract and this description, the terms of the Group Contract will prevail.

By signing this Summary of Benefits, I agree to the benefits for the product selected as of the effective date indicated.

Authorized group signature (if applicable) 	Date
Underwriting signature (if applicable)	Date 4/26/2017

APPENDIX I

DELTA DENTAL®

Delta Dental PPO (Point-of-Service)
Summary of Dental Plan Benefits For
Group# 1151-5000, 5091
Wadsworth City Schools

This Summary of Dental Plan Benefits should be read along with your Certificate. Your Certificate provides additional information about your Delta Dental plan, including information about plan exclusions and limitations. If a statement in this Summary conflicts with a statement in the Certificate, the statement in this Summary applies to you and you should ignore the conflicting statement in the Certificate. The percentages below are applied to Delta Dental's allowance for each service and it may vary due to the dentist's network participation.*

Control Plan – Delta Dental of Ohio
Benefit Year – January 1 through December 31
Covered Services –

	PPO Dentist	Premier Dentist	Non-participating Dentist
	Plan Pays	Plan Pays	Plan Pays*
Diagnostic & Preventive			
Diagnostic and Preventive Services – exams, cleanings, fluoride, and space maintainers	100%	100%	100%
Sealants – to prevent decay of permanent teeth	100%	100%	100%
Brush Biopsy – to detect oral cancer	100%	100%	100%
Radiographs – X-rays	100%	100%	100%
Basic Services			
Emergency Palliative Treatment – to temporarily relieve Pain	80%	80%	80%
Minor Restorative Services – fillings and crown repair	80%	80%	80%
Endodontic Services – root canals	80%	80%	80%
Periodontic Services – to treat gum disease	80%	80%	80%
Oral Surgery Services – extractions and dental surgery	80%	80%	80%
Other Basic Services – misc. services	80%	80%	80%
Major Services			
Major Restorative Services – crowns	70%	70%	70%
Relines and Repairs – to bridges, implants, and dentures	70%	70%	70%
Prosthodontic Services – bridges, implants, and dentures	70%	70%	70%
Orthodontic Services			
Orthodontic Services – braces	60%	60%	60%
Orthodontic Age Limit –	No Age Limit	No Age Limit	No Age Limit

* When you receive services from a Nonparticipating Dentist, the percentages in this column indicate the portion of Delta Dental's Nonparticipating Dentist Fee that will be paid for those services. The Nonparticipating Dentist Fee may be less than what your dentist charges and you are responsible for that difference.

- Oral exams (including evaluations by a specialist) are payable twice per calendar year.
- Prophylaxes (cleanings) are payable twice per calendar year. Periodontal maintenance procedures are not a Covered Service for people under age 16.
- People with specific at-risk health conditions may be eligible for additional prophylaxes (cleanings) or fluoride treatment. The patient should talk with his or her dentist about treatment.
- Fluoride treatments are payable twice per calendar year for people up to age 19.
- Space maintainers are payable once per area per lifetime for people up to age 16.
- Bitewing X-rays are payable twice per calendar year for people under age 19 and once per calendar year for people age

APPENDIX I

19 and older. Full mouth X-rays (which include bitewing X-rays) are payable once in any five-year period. Vertical bitewing X-rays are payable once in any three-year period.

- Four periapical and two occlusal X-rays are payable per calendar year.
- Sealants are payable twice per tooth per lifetime for the occlusal surface of first and second permanent molars up to age 16. The surface must be free from decay and restorations.
- Crowns, inlays and onlays are Covered Services for people age 16 and older once in any five-year period. Recementation of crowns, inlays and onlays are payable once per lifetime for people age 16 and older. Prefabricated crowns are Covered Services on primary teeth.
- Composite resin (white) restorations are Covered Services on posterior teeth.
- Porcelain and resin facings on crowns are optional treatment on posterior teeth.
- Root canal treatment is payable once per tooth per lifetime. Retreatment of a previous root canal is payable once per tooth per lifetime.
- Certain oral surgery procedures including vestibuloplasty, frenulectomy, frenuloplasty, oroantral fistula closure, primary closure of sinus perforation and biopsy of hard tissue are Covered Services.
- Full and partial dentures are payable once in any five-year period. Tissue conditioning is payable twice in any 12- month period. Chairside reline and rebase of dentures are payable once in any calendar year. Lab reline and rebase of dentures are payable once in a three-year period. Adjustments of dentures are payable once in any calendar year.
- Recement of bridges is payable once per lifetime. Repair of bridges is payable once in any five-year period.
- Implants and implant related services are payable once per tooth in any five-year period.
- Emergency palliative treatment is a Covered Service twice in any calendar year. Consultations (by other than the treating dentist) are Covered Services once in any calendar year. Occlusal guards and occlusal adjustments are not Covered Services.

Having Delta Dental coverage makes it easy for you to get dental care almost everywhere in the world! You can now receive expert dental care when you are outside of the United States through our Passport Dental program. This program gives you access to a worldwide network of dentists and dental clinics. English-speaking operators are available around the clock to answer questions and help you schedule care. For more information, check our Web site or contact your benefits representative to get a copy of our Passport Dental information sheet.

Maximum Payment – $3,000 per person total per Benefit Year on all services except orthodontics. $1,500 per person total per lifetime on orthodontic services.

Deductible – $25 Deductible per person total per Benefit Year limited to a maximum Deductible of $50 per family per Benefit Year. The Deductible does not apply to oral exams, preventive services, consultations, office visit for observation, X-rays, brush biopsy, sealants, and orthodontic services.

Any expenses incurred by an eligible person for covered services during the last three months of a benefit year and applied to the Deductible for that benefit year will also be applied to the Deductible for the following Benefit Year.
The Deductible met under the previous carrier for the period January 1, 2014 through June 30, 2014 will be applied to the 2014 calendar year Deductible with Delta Dental. It is the Subscriber's responsibility to provide Delta Dental with adequate documentation of the Deductible met under the previous carrier.

Waiting Period – Employees who are eligible for dental benefits are covered as identified in your contract with the school district.

Eligible People – All eligible contracted employees of the school district who elect the dental plan. The Contractor and Subscriber share the cost of this plan.

Also eligible at your option are your legal spouse and your dependent unmarried children to the end of the month in which they turn 26 if eligible to be claimed by you as a dependent under the U.S. Internal Revenue code during the current calendar year. You and your eligible dependents must enroll for a minimum of 12 months. If coverage is terminated after 12 months, you may not re-enroll prior to the open enrollment that occurs at least 12 months from the date of termination. Your dependents may only enroll if you are enrolled (except under COBRA) and must be enrolled in the same plan as you. Plan changes are only allowed during open enrollment periods, except that an election may be revoked or changed at any time if the change is the result of a qualifying event as defined under Internal Revenue Code Section 125.

If you and your spouse are both eligible under this Contract, you may be enrolled as both a Subscriber on your own application and as a dependent on your spouse's application. Your dependent children may be enrolled on both applications as well. Delta Dental will coordinate benefits.

Benefits will cease on the last day of the month in which the employee is terminated.

APPENDIX J

MEMORANDUM OF UNDERSTANDING

TWO-HOUR DELAY SCHEDULE

This Memorandum of Understanding ("MOU") is entered into this 14th day of September, 2012 between the Wadsworth City School District Board of Education ("Board") and the Wadsworth Education Support Personnel Association ("the Association") regarding the establishment of a two hour delay under Article VI of the Negotiated Agreement between the Board and the Association. The language below shall be added to Article 6.09 – Calamity Days.

In the event of a delayed start or early release due to a District-wide or building calamity, bargaining unit members (with the exception of bus drivers and bus aides) are expected to report and work their regularly assigned hours at their regular rate of pay, unless directed otherwise. Bus drivers and bus aides will report per the delayed start (i.e., two hours after the normal time). The affected members may be required to perform work within their respective job classifications and/or receive in-service or training opportunities during those work hours.

Bargaining unit members will not be reprimanded if adverse weather conditions prevent them from reporting at the regularly scheduled time on days where there is a delayed start or early release of students. If a member is delayed in their arrival due to adverse weather the member shall make arrangements with his/her immediate supervisor to make up the missed time. Members who are directed not to report to work shall do so without any loss of pay.

In the event a delayed start turns into a District-wide calamity day, bargaining unit members who are sent home shall receive a minimum of two (2) hours pay at their regular hourly rate (straight time).

WADSWORTH BOARD OF EDUCATION

_____ _____

Dale Fortner, Superintendent Date

WESPA

_____ _____

JoNell Fox, President Date

Consensus Statements

A consensus statement is a mutual agreement by the parties to faithfully execute an agreement, that while is not part of the ratified language is deemed to be essential to both parties and to their commitment moving forward.

Consensus Statement: Technology – Communication with Students and Families/Social Media

During the negotiations process of 2017 the parties discussed the following:

Individuals today are deeply engaged in electronic forms of communication for their daily interactions with friends, family and their larger social networks. As educators, we too have turned to email, websites, blogs, text messaging, and use of social media websites such as Twitter, Facebook, and others to communicate with similar groups. Whereas these forms of communications are dynamic, mobile, and quickly reach their audience through technologies that have become an integral part of our online lives, they may, in many circumstances, *not meet the public and professional standards for communicating with students.*

The guidelines outlined in this Consensus Statement are designed to:

1. Protect the students, staff, and the District;

2. Raise awareness of acceptable ways to use electronic communication tools when communicating with students and families; and

3. Raise awareness of the positive and negative outcomes that may result in using these tools with students.

With these things in mind, the following guidelines have been established:

Electronic communication with students and families should always be **T**ransparent, **A**ccessible and **P**rofessional as defined below:

1. **The communication is transparent.** – ALL electronic communication between staff and students and families should be transparent. As a public-school district, we are expected to maintain openness, visibility and accountability with regards to all communications.

2. **The communication is accessible.** - ALL electronic communication between staff and students and families should be considered matter of public record, part of the District archives, and/or may be accessible by others, including law enforcement authorities, ***even if the communication takes place on a personal device***.

3. **The communication is professional.** – **ALL** electronic communication from staff to student should be written as a professional representing Wadsworth City Schools. This includes word choices, tone, grammar and subject matter that model the standards and integrity of our school district. Staff members should always choose words that are courteous, conscientious, and generally businesslike in manner.

If your communication meets all three of the criteria above, then it is likely that the methods of communicating with students that you are choosing are appropriate and acceptable.

ACCEPTABLE COMMUNICATIONS METHODS

Progress Book - Teachers will be able to communicate directly with students and parents regarding information related to real-time grades, attendance, comments, assignments, and much more right from their grade books.

District Email - Use of District email is always a very appropriate way to communicate directly with students and parents for school-related information. District email provides the staff member with a record of the communication. For this reason, only the district-provided email system should be used.

School Websites - The use of these District-provided tools is strongly encouraged. Their accessibility is ubiquitous and their content is highly transparent.

MOODLE, GOOGLE CLASSROOM, (or similar websites) - With Moodle, Google Classrooms and other similar websites, teachers can provide some of the same types of communication that commercial social media websites provide while also providing access to your curriculum beyond your classroom walls. These sites allow for effective online learning by supporting online discussions, secure chat rooms, online delivery of assessments, and the sharing of documents, images and other media, all in a secure, password protected environment housed entirely on District equipment. All of the content is backed up and directly accessible. Unlike Facebook, such websites meet all three of the TAP criteria detailed above.

LESS ACCEPTABLE COMMUNICATION METHODS

Text Messaging - Nearly every student has a cell phone today and use of text messaging is rising sharply. This form of communication is typically between individuals and highly personal. If a teacher/coach/sponsor plans to use texting for immediate and urgent contact with students/team members, they must be *transparent* about such use. He/she must make parents aware at the beginning of the school year or season that he/she may use texting to communicate with students. If the teacher/coach/sponsor is using his/her personal cell phone, parents will have the opportunity to opt their child/children out of receiving text messages from the teacher/coach/sponsor.

Staff members should be aware that text messaging between a staff member and an individual student can easily be misinterpreted by a student, parent, district personnel, or the police. Since texting is such a quick and convenient way of communication, a simple message may lead to an extended texting conversation that can get "off topic".

When texting a Wadsworth student/s while the bargaining unit member is performing job related duties as an employee of the District an app, such as Remind, should be used so that the staff members personal cell-phone number doesn't appear. Such apps also allow for appropriate safe guards to be set up for the texting

conversations that must occur (hours permitted, ability for the recipient to respond to, or initiate, a conversation, etc.)

The Board will explore the purchase of mobile phones, to be used on field trips by teachers.

UNACCEPTABLE COMMUNICATIONS METHODS

Non-District Email Accounts – Bargaining unit members/Coaches should never use personal email accounts to communicate with students about school matters.

Online Games and Related Activities – While many people enjoy a variety of gaming systems (Wii, Xbox, etc.) and recreational websites that allow them to compete with others through the Internet, it is recommended that no staff member will knowingly engage in online games or related activities with students who the bargaining unit member only has contact as a result of his/her employment with the District.

USING SOCIAL MEDIA SITES (FACEBOOK, TWITTER, INSTAGRAM, ETC.)

Staff members who are presently using Social Media sites to communicate with friends, family and their personal networks, should ensure that their privacy settings are set to "Only Friends." If the "Friends of Friends" or "Networks and Friends" settings are used, staff members open their content to a much larger group of people, including students and parents.

Teachers should use common sense and good judgment when interacting/communicating with Wadsworth students on social media sites. The wall between the role of a public educator and personal friendships with students should always be visible and strongly communicated.

Wadsworth City School District Board of Education Policies, Administrative Guidelines and the Licensure Code of Professional Conduct for Ohio Educators

Staff members are reminded that there are a number of Wadsworth City School District Board of Education policies and administrative guidelines that address appropriate communication with parents and students. In addition, staff members are reminded that the Ohio Department of Education's *Licensure Code of Professional Conduct for Ohio Educators* contains guidance on appropriate communications and relationships with students.

Consensus Statement on Pre-Employment Drug Testing

The concept of pre-employment drug testing for bargaining unit positions was discussed during collective bargaining in February **and March** of 2017. Both the Wadsworth Education Association and the Wadsworth Educational Support Personnel Association have stated that the issue does not need to be collectively bargained because the individual/s under consideration for drug testing are not current members of either bargaining unit. It is understood the Wadsworth City School District Board of Education may decide to move forward with pre-employment drug testing for bargaining unit positions under the understanding contained within this consensus statement.

It is recognized that applicants for any bargaining unit position/s may be subject to drug testing after they are offered a job, but before their employment has commenced, with the Board of Education.

If the initial drug screening shows a confirmed positive result for which there is no current physicians prescription, a second confirming drug test will be required by the Board.

If a second confirmed positive result is returned, any job offer, even if employment with the Board has begun, will be revoked by the Board of Education.

This pre-employment drug testing in no way impacts bargaining unit members of either bargaining unit employed prior to July 1, 2017.

This consensus statement does not apply to current or future transportation employees in relation to state and/or federal requirements for drug and alcohol testing of CDL license holders, as detailed in Wadsworth City School District Board of Education Policy 4162, Drug and Alcohol Testing of CDL License Holders.

CONSENSUS STATEMENT
PRESERVATION OF FAIR SHARE FEE LANGUAGE

This is null and void as a matter of law based on Supreme Court decision in *Janus v. AFSCME, Council 31, 585 U.S. (2018)* and will not be implemented, but is preserved should the law change in future years.

5.01 F Fair Share Fee

1. Right to Fair Share Fee

a. Payroll Deduction of Fair Share Fee

The Board shall deduct from the pay of members who elect not to become or to remain members of the Association, a Fair Share Fee for the Association's representation of such nonmembers during the term of this Agreement. No nonmember filing a timely demand shall be required to subsidize partisan political or ideological causes not germane to the Association's work in the realm of collective bargaining.

b. Notification of the Amount of Fair Share Fee

Notice of the amount of the annual Fair Share Fee, which shall not be more than one hundred percent (100%) of the unified dues of the Association, shall be transmitted by the Association to the Board Treasurer on or about January 15 of each year during the term of this Agreement for the purpose of determining amounts to be payroll deducted, and the Board agrees to promptly transmit all amounts deducted to the Association.

c. Schedule of Fair Share Fee Deductions

1) Payroll deduction of such annual Fair Share Fees shall begin at the first pay date of February except that no Fair Share Fee deductions shall be made for members employed after January 1 until the second paycheck, which period shall be the required probationary period of newly employed members.

2) Upon termination of membership during the membership year, the Board Treasurer shall, upon notification from the Association that a member has terminated membership, commence the deduction of the Fair Share Fee with respect to the former member, and the amount of the fee yet to be deducted shall be the annual Fair Share Fee less the amount previously paid through payroll deduction.

d. Transmittal of Deductions

The Board further agrees to accompany each such transmittal with a list of the names of the members for whom all such Fair Share Fee deductions were made, the period covered, and the amounts deducted for each month.

e. Procedure for Rebate

The Association represents to the Board that an internal rebate procedure has been established in accordance with ORC Section 4117.09(C) and that a procedure for challenging the amount of the representation fee has been established and will be given to each member who does not join the Association, and that such procedure and notice shall be in compliance with all applicable State and Federal laws and the Constitutions of the United States and the State of Ohio.

f. Entitlement to Rebate

Upon timely demand, nonmembers may apply to the Association for an advance reduction/rebate of the Fair Share Fee pursuant to the internal procedure adopted by the Association.

g. Indemnification of Employer

1) If an employee files an action to contest payment of the service fee, the Board shall pay the money into an escrow account pending resolution of the suit.

2) The Association on behalf of its members and the OEA and NEA agrees to indemnify the Board, including each of its members, officers, employees and agents in both their individual and official capacities, for any cost or liability incurred as a result of the implementation and enforcement of this provision provided that:

(a) The Board shall give a ten (10) day written notice of any claim made or action filed against the Board by a nonmember for which indemnification may be claimed;

(b) The Association shall reserve the right to designate counsel to represent and defend the Board;

(c) The Board agrees to (i) give full and complete cooperation and assistance to the Association and its counsel at all levels of the proceeding, (ii) permit the Association or its affiliates to intervene as

a party if it so desires, and/or (iii) to not oppose the Association or its affiliates' application to file briefs amicus curiae in the action;

(d) The Board acted in good faith compliance with the Fair Share Fee provision of this Agreement; however, there shall be no indemnification of the Board if the Board intentionally or willfully fails to apply (except due to Court order) or misapplies such Fair Share Fee provision herein.

(e) In the event the Board elects to choose its own counsel, the Association shall have no obligation to reimburse the Board for attorney fees. However, the Association shall still be obligated to reimburse the Board for any judgment against it if a Court finds that the collection of the service fee or the rebate procedure or application of it was unlawful.

Consensus Statement on Mentor/Shadowing

Whenever possible, the Board and Association agree that offering an employee new to a position the opportunity to shadow an employee currently in the said position and/or to be provided with a mentor is best practice and is desired.

Book	Policy Manual
Section	Ready for Production February 2020
Title	Vol. 38, No. 2 - January 2020 Revised DRUG AND ALCOHOL TESTING OF CDL LICENSE HOLDERS AND OTHER EMPLOYEES WHO PERFORM SAFETY-SENSITIVE FUNCTIONS
Code	po4162
Status	
Adopted	November 19, 2007
Last Revised	August 12, 2019

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 work-related functions or job tasks designated as such by the employer, which through the nature of the activity could be dangerous to the physical well-being of or jeopardize the security of the employee, co-workers, customers or the general public through a lapse in attention or judgment.~~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 and performs safety-sensitive functions, 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

D. Amphetamines

E. Phencyclidine (PCP)

~~**[ ] OPTION #1**~~

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

~~follow-up basis.~~

[X] OPTION #2

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

~~**[ ]** Candidates shall also be tested for the presence of alcohol in their system prior to employment.~~

[END OF OPTIONS]

Post accident testing applies to the following situations:

1. **Test for both alcohol and controlled substances:** The accident involved the loss of human life.

2. **Test for alcohol:** The employee receives a citation within 8 hours of the occurrence under State or local law for a moving traffic violation arising from the accident, if the accident involved:

a. Bodily injury to any person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident; or
b. One or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.

3. **Test for controlled substances:** The employee receives a citation within thirty-two hours of the occurrence under State or local law for a moving traffic violation arising from the accident, if the accident involved:

a. Bodily injury to any person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident; or
b. One or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.

Any staff member who tests positive shall immediately 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:

> **(X)** 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~~.
>
> **(X)** the employee will be re-tested with an observed collection to prevent the addition of an adulterant to the specimen.

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

Staff members 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.

If a staff member admits to failing a previous drug or alcohol test, or has refused to test, the staff member will not be permitted to perform safety-sensitive functions until completing the return-to-duty process.

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 or performs safety-sensitive functions within four (4) hours after using alcohol

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

C. refuses to disclose any therapeutic drug use or 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 refraining from the use of alcohol for eight (8) hours following the accident or until undergoing a post-accident alcohol test, whichever occurs first, and 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)

Prior to the beginning of the testing program, the Board shall provide a drug-free awareness program which will inform each CDL license holder about:

A. the dangers of illegal drug use and controlled substance and alcohol abuse;

B. Board Policy 4122.01 - Drug-Free Workplace, Policy 4161 -Unrequested Leaves of Absence/Fitness for Duty, Policy 4170 - Substance Abuse~~, and Policy 4170.01 - Employee Assistance Program~~;

C. ~~the topics identified in AG 4162A;~~

D. the sanctions that may be imposed for violations of Policy 4122.01.

All time spent undergoing an alcohol or controlled substance test, including travel time, will be paid at the staff member's regular rate of pay, or at his/her overtime rate, if applicable. 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. Requests for a "split specimen" must be made within seventy-two (72) hours of receipt of the notification of a positive drug test. 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 Federal law~~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 be promptly provided copies of ~~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~~specific written consent before his/her test result can be provided to any other person except as required by law.~~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. ~~(i.e. testing procedures and devices used will be as set forth in 49 C.F.R. Part 40).~~

The alcohol and drug testing program shall be under the direction of the Superintendent.

The Superintendent shall arrange for the required amount of training for appropriate staff members in drug recognition, in the procedures for testing, and in the proper assistance of staff members who are subject to the effects of substance abuse.

The Superintendent shall submit, for Board approval, a contract with a certified laboratory to provide the following services:

A. testing of all first and second test urine samples

B. clear and consistent communication with the District's Medical Review Officer (MRO)

C. methodology and procedures for conducting random tests for controlled substances and alcohol

D. preparation and submission of all required reports to the District, the MRO, and to Federal and State governments

The Superintendent shall also select the agency or persons who will conduct the alcohol breathalyzer tests, the District's MRO, and the drug collection site(s) in accordance with the requirements of the law.

Notification

A tested candidate shall be notified of the results of a pre-employment controlled substances test conducted under this part, if the driver requests such results within sixty (60) calendar days of being notified of the disposition of the employment application.

A tested individual shall be notified of the results of random, reasonable suspicion and post-accident tests for controlled substances conducted under this policy if the test results are verified positive. The tested individual shall also be informed which controlled substance or substances were verified as positive.

The Superintendent shall make reasonable efforts to contact and request each driver who submitted a specimen under the employer's program, regardless of the driver's employment status, to contact and discuss the results of the controlled substances test with a medical review officer who has been unable to contact the driver.

The Superintendent shall immediately notify the medical review officer that the driver has been notified to contact the medical review officer within seventy-two (72) hours.

Individuals holding a CDL license must notify all current employers of any DOT violations (such as testing positive for the presence of alcohol or a controlled substance in violation of this policy). The notification must be made 1) by the end of the business day following the day the individual first receives notice of the violation or 2) prior to performing any safety-sensitive function, whichever comes first. Individuals are not required to notify the employer that administered the test or that documented the circumstances giving rise to the violation.

In the event that an individual is selected for testing, the Superintendent will inform the individual that the test is required by applicable law.

Reporting Test Results

The Superintendent shall prepare and maintain a summary of the results of its alcohol and controlled substances testing programs performed under this policy during the previous calendar year, when requested by the Secretary of Transportation, any DOT agency, or any State or local officials with regulatory authority over the employer or any of its drivers. Such summaries shall be submitted in a manner and timeline as required by law.

Educational Materials Related to Certain Federal Regulations, Board Policies, and Procedures

CDL License Holders and other employees who perform safety-sensitive functions will be provided educational materials that discuss the employer's policies and procedures with respect to post-accident information and positive test results, among other things, at the time of hire or at any time when required to operate a school vehicle. The educational materials shall explain the requirements of applicable Federal regulations and the Board's policies and District's procedures with respect to meeting these Federal regulations. The Board designates the **(X)** ____Transportation Supervisor_____ as the individual responsible for providing educational materials to CDL License Holders and other employees who perform safety-sensitive functions. The educational materials will include, at a minimum, the following:

A. the contact information for the **(X)** _____Transportation Supervisor_____, who is the individual designated by the Board to answer questions about the educational materials

B. a statement that all CDL License Holders and other employees who perform safety-sensitive functions are subject to Federal law addressing~~49 C.F.R. 382, which is a Federal regulation that addresses~~ the misuse of alcohol and other controlled substances

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

D. information concerning prohibited conduct

E. the circumstances under which employees are subject to testing for alcohol and/or controlled substances

F. the procedures for testing for the presence of alcohol and controlled substances 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, including post-accident information, procedures, and instructions required under Federal regulations

G. the requirement that staff members must submit to alcohol and controlled substance testing as required by the regulations

H. an explanation of what constitutes a refusal to be tested for alcohol or controlled substances and the attendant consequences

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

J. the consequences for employees found to have an alcohol concentration of 0.02 or greater but less than 0.04

K. information concerning the effects of alcohol and controlled substances use 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 and/or controlled substances problem is suspected ~~(including confrontation and how to refer someone to an Employee Assistance Program or to management)~~, and

L. information regarding the requirement that certain personal information collected and maintained under Federal law~~49 C.F.R. Part 382~~ be reported to the Commercial Driver's License Drug and Alcohol Clearinghouse

M. indicating that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including alcohol, is prohibited on all school board property and at school-sponsored activities. Individuals are strictly prohibited from reporting to work or being on duty while under the influence of alcohol or a controlled substance.

These materials are to be distributed to each staff member upon being hired or transferred into a covered position thereafter. ~~A staff member who refuses to sign the requisite statement shall be prohibited from performing any safety-sensitive functions. Each staff member must sign a statement certifying receipt of these materials.~~ Each staff member will receive a copy of the educational materials and must sign a statement certifying receipt of such materials. A staff member who refuses to sign the requisite statement shall be prohibited from performing any safety-sensitive functions. Each employee (and a 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.

Return-to-Duty (Safety-Sensitive Positions)

Employees who are removed from performing safety-sensitive functions as a result of this policy must take and pass a return-to-duty test before returning to performing safety-sensitive functions. The return-to-duty test will not occur until after a Substance Abuse Professional (SAP) has determined that the employee has successfully complied with prescribed education and/or treatment. The employee must have a negative drug test result and/or an alcohol test with an alcohol concentration of less than 0.02 before resuming performance of safety-sensitive duties. The employee will not be permitted to perform safety-sensitive functions until the start of the employee's next regularly scheduled duty period, but not less than twenty-four (24) hours following administration of the return-to-duty test.

Subject to any collective bargaining agreement or other legal requirements, employees who are eligible to return to performing safety-sensitive functions may not do so without the approval of the Superintendent.

49 C.F.R. Part 382
34 C.F.R. Part 40
34 C.F.R. Part 84
49 C.F.R. 382.303(a) and (B)
O.A.C. 4123-17-58(A)(7)

© Neola ~~2018~~2020

Legal	49 C.F.R. Part 382
	34 C.F.R. Part 40
	34 C.F.R. Part 84

Book	Policy Manual
Section	Ready for Production February 2020
Title	Copy of STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY
Code	po7540.03
Status	
Adopted	November 19, 2007
Last Revised	September 9, 2019

7540.03 - **STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY**

Technology has fundamentally altered the ways in which information is accessed, communicated, and transferred in society. As a result, educators are continually adapting their means and methods of instruction, and the way they approach student learning, to incorporate the vast, diverse, and unique resources available through the Internet. The Board of Education provides Technology Resources (as defined in Bylaw 0100) to support the educational and professional needs of its students and staff. With respect to students, District Technology Resources afford them the opportunity to acquire the skills and knowledge to learn effectively and live productively in a digital world. The Board provides students with access to the Internet ~~for limited~~ educational purposes only and utilizes online educational services/apps to enhance the instruction delivered to its students. The District's computer network and Internet system does not serve as a public access service or a public forum, and the Board imposes reasonable restrictions on its use consistent with its limited educational purpose.

The Board regulates the use of District Technology Resources by principles consistent with applicable local, State, and Federal laws, the District's educational mission, and articulated expectations of student conduct as delineated in the Student Code of Conduct. This policy and the Student Code of Conduct govern students' use of District Technology Resources and students' personal communication devices when they are connected to the District computer network, Internet connection, and/or online educational services/apps, or when used while the student is on Board-owned property or at a Board-sponsored activity (see Policy 5136).

Users are required to refrain from actions that are illegal (such as libel, slander, vandalism, harassment, theft, plagiarism, and the like) or unkind (such as personal attacks, invasion of privacy, injurious comment, and the like). Because its Technology Resources are not unlimited, the Board has also instituted restrictions aimed at preserving these resources, such as placing limits on use of bandwidth, storage space, and printers.

Users have no right or expectation to privacy when using District Technology Resources (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity when using the District's computer network and/or Internet connection).

First, the Board may not be able to technologically limit access, through its Technology Resources, to only those services and resources that have been authorized for the purpose of instruction, study, and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen materials to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any publicly available file server in the world, opens classrooms and students to electronic information resources that may not have been screened by educators for use by students of various ages.

Pursuant to Federal law, 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, as defined by the Children's Internet Protection Act. At the discretion of the Board or the Superintendent, the technology protection measures may be configured to protect against access to other material considered inappropriate for students to access. The Board also utilizes software and/or hardware to monitor online activity of students to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. The technology protection measures may not be disabled at any time that students may be using District Technology Resources, if such disabling will cease to protect against access to materials that are prohibited under the Children's Internet Protection Act. Any student who attempts to disable the technology protection measures will be subject to discipline.

The Superintendent or designee may temporarily or permanently unblock access to websites or online educational services/apps containing appropriate material, if access to such sites has been inappropriately blocked by the technology protection measures. The determination of whether material is appropriate or inappropriate shall be based on the content of the material and the intended use of the material, not on the protection actions of the technology protection measures.

Parents are advised that a determined user may be able to gain access to services and/or resources on the Internet that the Board has not authorized for educational purposes. In fact, it is impossible to guarantee students will not gain access through the Internet to information and communications that they and/or their parents may find inappropriate, offensive, objectionable or controversial. The board and p~~P~~arents of minors ~~-~~are responsible for ~~-for~~ setting and conveying the standards that their children should follow when using the Internet at school or for school purposes.

Pursuant to Federal law, students shall receive education about the following:

A. safety and security while using e-mail, chat rooms, social media, and other forms of direct electronic communications

B. the dangers inherent with the online disclosure of personally identifiable information

C. the consequences of unauthorized access (e.g., "hacking", "harvesting", "digital piracy", "data mining", etc.), cyberbullying and other unlawful or inappropriate activities by students online, and

D. unauthorized disclosure, use, and dissemination of personally-identifiable information regarding minors

Staff members shall provide instruction for their students regarding the appropriate use of technology and online safety and security as specified above. Furthermore, staff members will monitor the online activities of students while at school.

Monitoring may include, but is not necessarily limited to, visual observations of online activities during class sessions; or use of specific monitoring tools to review browser history and network, server, and computer logs.

Building principals are responsible for providing training so that Internet users under their supervision are knowledgeable about this policy ~~and its accompanying guidelines~~. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of District Technology Resources. Such training shall include, but not be limited to, education concerning appropriate online behavior, including interacting with other individuals on social media, including in chat rooms and cyberbullying awareness and response. ~~All users of District Technology Resources (and their parents if they are minors) are required to sign a written agreement to abide by the terms and conditions of this policy.~~

Students will be assigned a school email account that they are required to utilize for all school-related electronic communications, including those to staff members, peers, and individuals and/or organizations outside the District with whom they are communicating for school-related projects and assignments. Further, as directed and authorized by their teachers, they shall use their school-assigned email account when signing-up/registering for access to various online educational services, including mobile applications/apps that will be utilized by the student for educational purposes.

Students are responsible for good behavior when using District Technology Resources – i.e., behavior comparable to that expected of students when they are in classrooms, school hallways, and other school premises and school-sponsored events. Communications on the Internet are often public in nature. General school rules for behavior and communication apply. The Board does not approve any use of its Technology Resources that is not authorized by or conducted strictly in compliance with this policy .

Users who disregard this policy may have their use privileges suspended or revoked, and disciplinary action taken against them. Users are personally responsible and liable, both civilly and criminally, for uses of District Technology Resources that are not authorized by this policy.

The Board designates the Superintendent and/or designee as the administrators responsible for initiating, implementing, and enforcing this policy as it applies to students' use of District Technology Resources.

Revised 2/8/10
Revised 7/11/11
Revised 10/14/13
Revised 11/17/14
Revised 11/20/17

© Neola 2017

Legal

P.L. 106-554, Children's Internet Protection Act of 2000

47 U.S.C. 254(h), (1), Communications Act of 1934, as amended (2003)

20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965, as amended (2003)

18 U.S.C. 1460

18 U.S.C. 2246

18 U.S.C. 2256

20 U.S.C. 6777, 9134 (2003)

47 C.F.R. 54.500 - 54.523

TRAVELING CLASSROOMS TOUR CONTRACT

PO Box 9568. Canton, Ohio 44711 (Phone: 330-284-1362, 330-323-0401 Fax: 330-454-3617)
Email: bob@travelingclassrooms.com, cassie@travelingclassrooms.com Website: travelingclassrooms

DATE: May 6, 2020

TOUR SPONSOR: Wadsworth City School District Board of Education EMERGENCY PHONE: N/A

DISTRICT CONTACT PERSON: Eric Jackson, Principal

REPRESENTING: Wadsworth Middle School 8th Grade BUSINESS PHONE: 330-335-1410

EMAIL ADDRESS: ejackson@wadsworthschools.org

GROUP ADDRESS: 150 Silver Creek Rd. Wadsworth, Ohio

TOUR DESTINATION: Washington DC-Gettysburg TOUR DATES: March 24-25-26, 2021

TOUR TRANSPORTATION: 7/8 Barons Bus Lines 56 Passenger Motorcoaches (44 students/4 chaperones per motorcoach)

TOUR LODGING: Hilton Dulles Hotel (Students Quad when available/Chaperones Double)

MEALS: 2 Hotel Buffet BREAKFASTS
3 LUNCHES
3 DINNERS (Including Medieval Times)

PAID ADMISSIONS: Custom Wadsworth Hoodie pp
Gettysburg Visitor Center
* Film, Cyclorama, Museum
* Battlefield Tour (GB Guides)
Nations Photo PP
Private Hotel Security (3 Guards)

SPECIAL SCHEDULING AREAS: Holocaust Timed Tickets, Arlington Cemetery Wreath Ceremony (Tentative Request)

TOTAL PRICE PER STUDENT: $ 450.00 per student

$100.00 *Non-Refundable Deposit Due: November 18-19, 2020 (at school)
$335.00 * Balance Payment Due: February 4-5, 2021 (at school) * See Refund Policy
*** Complimented Chaperones: 1 per every 10-12 paid students
*** Complete Rooming List Due 5 Weeks Prior To Departure

*** TOUR CANCELLATION POLICY: If deposits are not received by a Traveling Classrooms on or before the deposit date the tour can be cancelled by the tour sponsor or Traveling Classrooms. If tour sponsor cancels tour after deposits are received, Traveling Classrooms maintains the right to keep all tour deposits. If Traveling Classrooms cancels the tour the group will receive a full refund including all deposits or group may reschedule to another date. The tour sponsor will make that decision. Refund Balance Policy: 29+ days prior to tour departure full balance, 28-0 days $50. Traveling Classrooms will not be held financially liable for cancellations due to acts of war, terrorism or other reasons beyond it's control. Traveling Classrooms will reschedule the tour via tour vouchers for all participants. No refunds will be issued for those students unable to attend the rescheduled tour. If completely cancelled, Traveling Classrooms will retain $50 per student of all payments collected.

TOUR DEPARTURE LOCATION: Wadsworth Middle School DATE: March 24, 2021 TIME: 6:30am

TOUR RETURN LOCATION: Wadsworth Middle School DATE: March 26, 2021 TIME: 9:00pm

PRE-TOUR MEETING LOCATION: Wadsworth Middle School DATE: _____, 2019 TIME: 6:30pm

TOUR SPONSOR ACCEPTANCE SIGNATURE: _____ DATE: _____

TRAVELING CLASSROOMS SALES REP. SIGNATURE: R. Jackson DATE: 5/6/20

TRAVELING CLASSROOMS OFFICE ACCEPTANCE SIGNATURE: R. Jackson DATE: 5/6/20

Thank you from ...***Traveling Classrooms !***

WASHINGTON DC/GETTYSBURG 2021

March 24-25-26

8th Annual!

Wadsworth 8th Grade Students have the opportunity to tour Washington DC/Gettysburg. The tour will depart Wednesday, March 24th at 6:30am and return Friday, March 26th at 9pm

THE PRICE PER STUDENT: $450.00 Tour Includes: Roundtrip Barons Motorcoach Transportation (44 students per motorcoach), 2 nights lodging-Hilton Hotel, (4 Students per room)., 8 Meals (2 Wednesday, 3 Thursday, 3 Friday) , Professional Group Picture Per Individual, Medieval Times Dinner Tournament, 1 Custom Wadsworth Hoodie, Arlington Ceremony Wreath, Guide Fees, All taxes & gratuities,

*Chaperones Will Be Wadsworth City District Employees (1-10/12 ratio)

*** Parent Pre-Trip Meeting: _____ at 6:30pm at our school cafeteria**

* Traveling Classrooms & Wadsworth Staff Members Will Discuss Various Aspects of Schedule, Procedures etc.

Registration/Payment/Refund Policies

* $ 100.00 Non-Refundable Deposit Due November 18th-19th, 2020
* $ 350.00 *Refundable Balance Due February 4th-5th,2021
* Checks/Money Orders Are Payable To TRAVELING CLASSROOMS

* Payments/Forms Will Be Accepted By Traveling Classrooms Staff Upon Arrival In School Gymnasium. * Cash will also be accepted (a cash receipt will be given to the student)

** Payments can be mailed to: Traveling Classrooms PO Box 9568 Canton, Ohio 44711. Please do not send them to the school office.

***** Parents, you may also make payments with credit cards using VENMO app. (3% convenience fee to your account). Our VENMO account is @TravelingClassrooms (Robert Jackson)**

- **Go to our Traveling Classrooms Website and click "Payments", then follow the prompts.**

*** Refund Policy:** The deposit is Non-Refundable. This deposit secures partial transportation, lodging, and meals for each student. **Balance Refund Policy:** Cancellation 29 + days from trip departure - Full Balance Refund . Cancellation 28-0 days from departure ($50), **All refund requests must be presented to school office in writing & dated.** Traveling Classrooms will issue tour vouchers for all tour participants if tour is rescheduled due to conditions beyond its control. Only if tour is cancelled, $50 of the $100 Non-Refundable Deposit + full balance payment will be refunded.

SIGHTSEEING AREAS:

Lincoln Memorial
Jefferson Memorial
Roosevelt Memorial
Arlington Cemetery
Air & Space Smithsonian
White House * Outside Only
MLK Memorial
Marine Iwo Jima Statue
Capitol Building
American History Smithsonian
Air Force Memorial
WW II Memorial
Vietnam Veterans Wall
Natural History Smithsonian
National Archives
Holocaust Building
Gettysburg Visitor Center
Visitor Center Film
Visitor Center Cyclorama
Visitor Center Museum
Gettysburg Battlefield Tour
Medieval Times Dinner
Korean Memorial
Ford's Theater * Outside Only

For More General Information Please visit Traveling Classrooms.com Website and Facebook Page

Thank You from Traveling Classrooms

TRAVELING CLASSROOM TOURS

"Specialists in Student Travel Since 1986"

Wadsworth Middle School Washington DC/Gettysburg 2021

WEDNESDAY, MARCH 24

7/8 x 56 Passenger Barons Bus Lines Arrive Wadsworth Middle School. 6am, Depart 6:30am
Restroom Stop Enroute (Oakmont Plaza, Pa. Turnpike)
Lunch /Restroom Stop at Breezewood Gateway Plaza - Travelers Oasis
* Pick Up Hoagies, Chips, Cookie, Water (Turkey Cheese or Ham Cheese)
* Group Will Eat Box Lunches Enroute to DC
WWII, Lincoln, Vietnam, Korea Memorials 1:30-3pm
Arlington Cemetery 3:30-5:30pm
* Tomb of Unknown Soldiers Wreath Ceremony (Requested)
* President Kennedy Gravesite 5pm
Pentagon City Mall Food Court 6:00-7pm * Dinner Voucher
Check-In Hilton Dulles Hotel * (703-478-2900) 7:45pm
Room Check & Goodnight 9pm (10pm-6am Student Watchers Private Security)

THURSDAY, MARCH 25

Hot Buffet Breakfast At Hotel 7am Depart Hotel by 7:45am-8am
MLK, FDR, Jefferson Memorials 8:30-10am
Nations Photo 10:30am (All Buses)
Capitol Building 11am
* Lunch at Capitol Dining Cafeteria *11:15am-12:30pm (Lunch Voucher)
* Capitol Tours TBA
* Visit Capitol Museum before/after tour
Flex Time Smithsonian/Holocaust Sightseeing : Chaperones will select dropoff-pickup points 2-4:30pm
* Holocaust Building (Timed entrances TBA * See bus managers for your times
* Smithsonian visits for all buses (TC Managers will manage dropoff/pickup location/times)
All Buses Meet at White House 4:45pm
Depart For Medieval Times 5:15pm arrive 6:30pm
Medieval Times Dinner Tournament 7:00pm
Arrive Back at Hotel 10:00pm – Student Watchers Security 10pm-6am

FRIDAY, MARCH 26

Hot Buffet Breakfast at Hotel 7:30am Depart Hotel 8:00am
Arrive Gettysburg Visitor Center 9:30am (All Restrooms)
* Film, Cyclorama, Museum Tour Times TBA
* All Buses Battlefield Tour 1:30-3pm
Lunch at Gettysburg Outlet Center Food Court (Lunch Voucher) * Groups will flow from 11:30am-1:15pm)
Restroom Break/Gift Shop Time 3pm * Pick Up Gettysburg Box Dinners 3:15pm & Depart 3:30pm
Dinner/Restroom Stop Somerset, Pa Turnpike 6:00pm (Dinner via Box Sandwich Menu from Gettysburg Center
Arrive Back At Wadsworth Middle School 9:30pm

* Traveling Classrooms reserves the right to alter schedule as needed to fulfill all areas listed.

Wadsworth City Schools

Administrative Offices

524 Broad Street, Wadsworth, Ohio 44281 Phone: 330-336-3571, Fax: 330-335-1313

REQUEST FOR QUALIFICATIONS
ARCHITECTURAL AND DESIGN PROFESSIONAL SERVICES FOR
WADSWORTH CITY SCHOOL DISTRICT – NEW CENTRAL INTERMEDIATE SCHOOL PROJECT

The Wadsworth City School District intends to contract for architectural and design professional services in connection with the development and construction of a new Central Intermediate School facility for the School District.

The Project involves the design and construction of a new Central Intermediate School to replace the current facility that will be designed to serve up to 700 5th and 6th grade students along with approximately 125 faculty/staff. The Project will be at a new location, which has not yet been selected. The School District intends to manage and fund the entire Project – there is currently no co-funding through the State of Ohio or OFCC being planned – but discussions with the OFCC are on-going. The Project Architect will need to be familiar with Ohio school facility construction, including state requirements applicable to co-funded projects.

The anticipated scope of design professional services will include assisting the School District in developing its Program of Requirements, and subject to the terms of a written Agreement and as authorized, provide the following general categories of service: Schematic Design, Design Development, Budgeting and estimating, Construction Documents, Bid and Award Support, Conformed Documents, Contract Administration, Post-Construction administration, and additional services as identified in the Agreement. Additional Services may include: environmental consultant report review on site selection (phase 1 & 2), site evaluation, construction testing, and any other services that a competent design professional would expect to provide for the development and construction of an intermediate school facility with a total estimated budget of between $20 and $25 million.

The following represents the general timeline for this Project and will serve as a guide for estimating when the required architectural and design professional services will be required.

Activity	Date
Board Announces Intent to Build New CIS/Bond Issue	January-20
Begin Community Engagement Process	January-20
Select Construction Legal Counsel and A&E Firm	February-20
Select Build Process (Design Build, Traditional, CM @ risk)	May-20

Selection of Property	March-21
Preliminary Plans for Bond Levy (Contract w/A&E)	May-21
Levy Campaign	September-21
Ballot Date	November-21
Design Phase Begins	January-22
Financing Plan (Bond Issue(s))	January-22
Selection of Construction Manager	May-22
Design Phase Completed	December-22
Bid Openings	January-23
Ground Breaking	March-23
Open New Building	August-25

Statements of qualifications must include information regarding the following evaluation criteria, which the School District will use to select and rank at least 3 Firms in compliance with Ohio Rev. Code §§ 153.65-71:

1. Firm background and history
2. Qualifications and experience of individual team members, including sub-consultants if known
3. Specific experience with school facility construction
4. Specific experience using Construction Manager as Constructor and/or General Contracting forms of Project Delivery for public projects
5. Previous experience with projects for Wadsworth City Schools
6. Previous experience with public projects
7. Firm resources and ability to meet the needs of this Project
8. Professional References

Statements of qualifications should be sent to:

Andrew J. Hill, Ed.D.
Wadsworth City School District
Superintendent
524 Broad St.
Wadsworth, OH 44281
ahill@wadsworthschools.org

Any questions regarding this RFQ must be submitted by email to: Andrew Hill at ahill@wadsworthschools.org and to Wadsworth City School District legal counsel for this Project Todd Harpst at tharpst@harpstbecker.com. You may submit hard copy or electronic files in response to this RFQ. Deadline for submitting responses is 4:00 p.m. on June 30, 2020. Responses received after this deadline will not be considered. The School District reserves the right to reject all responses, or those it considers to be non-responsive.

Issued this 12th day of May, 2020.

Sincerely,

Andrew J. Hill, Ed.D.

Ohio | Department of Education

Alternate School Food Authority (SFA) Arrangement

A School Food Authority (SFA) is the governing body which is responsible for the administration of one or more schools and has legal authority to operate school meal programs therein, or is otherwise approved by USDA's Food and Nutrition Service, to operate the school meal programs.

1. Sacred Heart of Jesus IRN 057521 (SFA 2) wishes to transfer authority to operate the specified school meal program(s) for the students of SFA 2 to Wadsworth City Schools IRN 044974 (SFA 1). All legal and financial authority for operating the specified school meal program(s) for the students of SFA 2 is hereby transferred to SFA 1. SFA 1 accepts total legal and financial responsibility for SFA 2's specified school meal program(s). This includes paying overclaims as a result of administrative reviews, distributing USDA commodities and complying with program regulations. SFA 2 hereby relinquishes its authority to operate the specified school meal program(s) to SFA 1.

2. The parties to this agreement agree to cooperate fully, to work in good faith and to assist each other in the mutual performance of this agreement. In connection therewith, the parties shall meet from time to time upon reasonable request of either party at a mutually agreed time and location to confer in good faith and amicably in a business-like manner work out disputes arising from the implementation of this agreement.

3. This agreement shall become effective 07/01/2020 and it shall remain in effect until 06/30/2021 (no longer than one year), unless terminated by a prior notice of not less than 60 days from one party to the other. The term of the agreement can be extended upon mutual agreement of the parties and upon approval from the Office for Child Nutrition.

SFA 1	SFA 2
Signature _____	Signature_____
Title _____	Title _____
Phone number_____Date _____	Phone number_____Date _____

THIS ARRANGEMENT **does not** constitute the entire agreement between the parties with respect to subject matter thereof. (See Attachment 4 for details to consider and/or negotiate.)

NOTE: Alternate SFA Arrangements must be approved by the Ohio Department of Education (ODE) on a case-by-case basis. ODE will review a written description of the alternate arrangement, which answers the questions listed on the attached page entitled: "Terms of Agreement to be Considered and/or Negotiated in the Alternate School Food Authority (SFA) Arrangement", before giving approval. Please forward the signed agreement and terms of the arrangement to the *Ohio Department of Education, Office for Child Nutrition, 25 S. Front St., Mail Stop: 303, Columbus, Ohio 43215-4183.* ODE will advise you as soon as the Alternate SFA Arrangement has been approved.

Ohio | Department of Education

Terms of Agreement to be Considered and/or Negotiated in the Alternate School Food Authority (SFA) Arrangement

Address each of the following items and include with the previous page for State Agency approval.

1. Which specific school meal program(s) will be included under this agreement (National School Lunch Program, School Breakfast Program, After School Care Snack Program and/or Special Milk Program)? NSLP

2. Who will distribute the Free and Reduced-Price School Meal Applications to each household? Sacred Heart; Wadsworth City Schools website

3. Who will process the applications including determining eligibility (Approval Official), notifying applicants, completing verification requirements (Verification Official), providing a Hearing Official and updating eligibility changes? Kelly Gnap, Food Service Supervisor

4. Where and how will point-of-service counts by eligibility category be obtained and who will record and report these counts? Kelly Gnap

5. Who will compile the monthly claim for reimbursement before it is submitted to ODE? Who will perform the required attendance-adjusted eligible edit check? Kelly Gnap

6. Will unit meal prices be subject to any negotiations between the SFAs? Prices remain the same as with Wadsworth City School pricing. Prices shall remain the same as Wadsworth City Schools meal pricing.

7. Who will collect money/sell tickets to students and adults? What will be the policy for meal charges and is this policy acceptable to both SFAs? Sacred Heart Kitchen Manager/Employees; Charging policy will follow WCS policy.

8. Terms regarding cancellation rights by either SFA should be discussed, should an unforeseen problem arise.

9. What will be the policy for reconciling any differences that may exist between days that school is in session and how meal service may be affected? Menus will be adjusted in order to utilize the products currently in inventory.

10. School meal program records and Free and Reduced-Price School Meal applications must be kept on file for three years plus the current school year. Where will records be stored? Food Service Supervisor office

11. How will student involvement in the school meal programs (e.g., advisory groups, taste panels, surveys, menu planning) be handled? Manager input

Connection Education Services Inc.

Leap Program – Central Office
168 Second Street NW, Barberton Ohio 44203
Phone: (234) 678-5488 **Fax**: (234) 678-5489 **Website:** wwwtheleapprogram.net

Day Treatment-Purchase Service Agreement

2020/2021 School Year

THIS AGREEMENT is entered into between the **Wadsworth School District** (hereafter "Placing District") and **Connection Education Services Inc.**, a special needs education company, for the sole purpose of providing education services in accordance with placement at the "Leap Program".

WHEREAS, Ohio Revised Code 3323.08 authorizes a district to place a child in a private school or private residential treatment center.

WHEREAS, Students identified and referred by Wadsworth Schools will be attending Connection Education Services, Inc. "Leap Program".

THE PARTIES AGREE AS FOLLOWS:
The Placing District will pay Connection Education Services Inc. a per diem rate of ***$135*** per student, after services rendered, including teacher in service and calamity days.

1. Connection Education Services Inc. and the Placing District agree to exchange all relevant records pertaining to the identified student, including but not limited to Multifactored Evaluation, re-evaluations, current and past IEP's, report cards, progress reports, transcripts, assessments, discipline records, and any other information/ records needed for Connection Educational Services Inc. and/or their placing school district to fulfill their educational obligations to the above identified student.

2. The Placing District will have access to the above-identified student's education records for the purpose of monitoring the students' educational progress. At minimum, Connection Education Services Inc. will provide any changed and or/updated IEP information, student attendance, Discipline records, assessment data, interim progress monitoring and other relevant information on a quarterly basis to the above named district contact.

3. The term of this agreement will not exceed one (1) year and will automatically expire at the end of the 2020/2021 school year (5/28/21).

4. In the event the students educational needs are no longer the responsibility of the above named placing school district, the parties respective obligations under this agreement for the student above will cease as of the last day the student is attending the Leap Program, providing the Placing District notifies Connection Education Services Inc. in writing Ten (10) Business days prior this event.

Advance quarterly payment will be refunded to the school district provided ten day notification provision falls within the first 30 quarterly days of the above named quarter excluding the per diem rate calculated based on number of days student attends within the quarter. Program credit may be issued and applied to other students at the request of the Placing District in place of a refund.

5. Connection Education Services Inc. acknowledges and agrees the above identified students will not be considered "enrolled" in the Leap Program for the purpose of average daily membership or federal or state funding and the above identified student will be enrolled with the above identified Placing District.

6. Connection Education Services Inc. and Placing District will collaborate on the development of an IEP acceptable to all IEP team members and parties.

7. Connection Education Services Inc. reserves the right to take immediate action, without district permission, in situations where a student, by act or omission, poses a risk of injury, harm or other danger to him/herself or others. Such action may include, but is not limited to immediate dismissal from Connection Education Services Inc. Leap Program, emergency referral to psychiatric or other institutional healthcare providers, and/or securing assistance from local law enforcement authorities. The Placing District will be promptly informed of such an event.

8. Additional Services, ie: Speech Therapy, Occupational Therapy and Physical Therapy will be provided by an outside agency that will be invoiced separately.

IN WITNESS WHEROF, the parties have executed this Agreement on the day and year indicated below.

Placing District Representative: _____ Date: ___/___/___

Connection Education Services Inc.
George C. Linberger, Program Director, Co-Founder 

Date: 04 / 29 / 2020

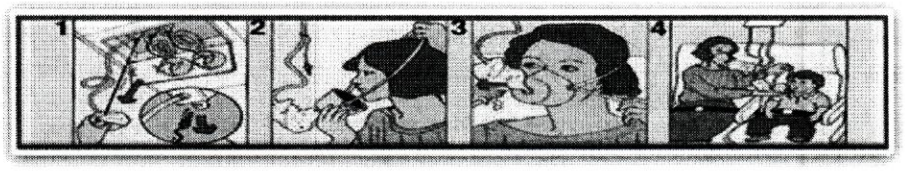
THE RESPONSIBLE SOLUTION

ALLIANCE FOR HIGH QUALITY EDUCATION

May 2020

Dear Alliance Member:

I hope this letter finds each of you and your loved ones well. This image has been shared via social media and it serves as a powerful reminder for each of us.



As leaders, you are working tirelessly to help others through this difficult time. The pressures that you face are daunting and real. There has not been a time like today and the uncertainty of tomorrow, next week or next school year that makes your jobs even more difficult. This image is a reminder that as each of you go over and above to address the needs of your boards, staff, students, and community, it is vital that we "first put our mask on before helping others." Please take care of yourselves, physically, emotionally, and spiritually so you can continue to care for others.

In the last year, I would argue that there has not been an organization that has represented the unique needs of our districts better than the Alliance. More now than ever, we need our collective voice serving as a resource as well as a guide to our state decision makers. The Alliance has not shied from advocating for those issues that are most important to its members. In this time of uncertainty, the need to have a seat at the table is more important than ever. With respect to this time, the Executive Board had determined to keep the annual dues frozen, extending same amount now for 15 years.

Please allow me to offer my thanks and appreciation for your contributions to our organization's efforts to achieve adequacy and fairness in Ohio's school funding system; to provide essential professional insight in the struggle to create and implement sound education policy that benefits all of Ohio's youth; and to facilitate the integration of new concepts, and practices in the never-ending quest for more effective methods to stimulate, motivate and lead our young people to unprecedented levels of learning, enlightenment and understanding.

During this past year, the Alliance continued its involvement in the testing debate by developing a set of graduation requirements that promote the development of the "whole student". Tony and Jessica spent a considerable amount of time soliciting feedback from the Executive, Legislative and Accountability committees. A final proposal was shared with ODE, various educational organizations and groups, the teacher's organizations, the Governor's office, representatives in the House and Senate, and the business community (Ohio Excels and Fordham). The Alliance arrived at a consensus and submitted a joint proposal with Ohio Excels and Fordham to the Senate and House which is now being developed into legislative language for what we anticipate will be hearings in the Senate Education Committee.

The Alliance is also actively providing input into the state's annual report card by encouraging ODE and the Legislature to revisit "value added" so that it will more accurately reflect a child's growth, and not generate the wide swings in school/district ratings that undermine educator confidence in the measure.

Other highlights for the year include our continued growth as Executive Director Tony Podojil continues to increase membership by adding additional high performing school districts that share in the Alliance standards and goals. A record number of Alliance member districts and more than 375 representatives gathered at our sold-out November 2019 Capital Conference. The quality profile is attracting more sponsoring districts, both within and outside the Alliance, as more school districts realize that the communities, they serve are much more interested in quality indicators that are not taken into consideration by the state's report card.

We ask that you continue your participation in the coming year and that you demonstrate your commitment with a rapid response to the attached dues invoice. The Alliance is alive and well because of the many contributions and the active involvement of its 75 member districts.

Thank you for being one of our partners in education.

Sincerely,

Tom Hosler

Alliance Chair



8050 North High Street
Suite 150
Columbus, Ohio 43235
(614) 842-2273

Anthony Podojil, Executive Director May 1, 2020

TO: Wadsworth City School District

524 Broad St.

Wadsworth, OH 44281

Attn: Superintendent

Membership Dues:

The Alliance for High Quality Education dues from
July 1, 2020 through June 30, 2021

TOTAL DUE **$3,500.00**

****

Make check payable to: **The Alliance for High Quality Education**

Please send the check to:

New Payment Instructions

The Alliance for High Quality Education

8050 North High Street Ste. 150
Columbus, Ohio 43235

WADSWORTH CITY SCHOOLS

RBT AIDE

JOB DESCRIPTION

Title: RBT Aide

Reports To: Building Administrator, his/her designee, Behavior Specialist, Supervisor, Director of Student Services, Superintendent and/or the Superintendent Designee

Employment Status: Full-Time or Part-Time

W.E.S.P.A. Status: Non-Exempt

General Description:

The RBT is a paraprofessional level certification in behavior analysis. RBTs assist in delivering behavior analysis services and practice under the direction and close supervision of a BCBA or BCaBA, who is responsible for all work BTs perform.

Work with teachers, behavior specialist and/or the building principal in support of classroom instruction for students with disabilities and/or general school operational procedures. Duties include, but are not limited to, supervision and/or direction of individual/groups of children, monitoring children (in the building, on playgrounds, and bus areas), assist students with instruction, and stand-in for other personnel in the Aide classification series for short periods of time to allow for breaks and lunch.

Qualifications:

1. High school graduate or equivalent.
2. Ability to obtain an Educational Aide Permit with an ESSA endorsement, if applicable, through the Ohio Department of Education.
3. Complete mandated RBT training provided by the district (includes 40 total hours of online/in-person blended training followed by a competency assessment given by BCBA or BCaBA).
4. Work with the behavior specialist and classroom teacher in support of implementing behavior plans and supporting behavior needs based on assignment(s) given.
5. Track data, given the behavior plan, and report back to the behavior specialist and classroom teacher.
6. Maintain the minimum supervision requirements set forth by the district and the behavior specialist throughout the school year (2 meetings/month with behavior specialist).
7. Demonstrate working knowledge of computers.
8. Good organization skills.
9. Ability to work cooperatively with other personnel.
10. Ability to perform clerical skills including, but not limited to filing, copying and record keeping.
11. A working knowledge of copiers, faxes, and other devices commonly used in public schools.

12. Ability to successfully complete CPR/First Aid/CPI training.
13. Ability to lift 50 pounds unassisted.
14. Ability to operate wheelchairs and other mechanical devices designed to aid the student with a disability or possess the ability to learn.
15. Other relevant criteria determined by the Board of Education, superintendent and/or designee.

Essential Responsibilities:

Essential functions vary greatly from building to building and from assignment to assignment within any given building. Therefore, the essential functions listed below are not all inclusive.

1. Follow duty schedules as prescribed by the building administrator/immediate supervisor.
2. Work cooperatively with behavior specialist/teachers/principals to carry out classroom/other duties as prescribed by the classroom teacher and/or principal.
3. Assist with classroom/school operational procedures (attendance, lunch counts, equipment operation, inventory etc.).
4. Assist with students, including personal hygiene when necessary.
5. Work with small groups of students in instructional settings.
6. Assist with the collection of data on student performance on academic, functional, and social and behavioral goals.
7. Follow the plans provided by the behavior specialist with fidelity.
8. Accurately collects data including ABC, count, frequency, duration, latency, interval based recording, and narrative.
9. Collaborate with the BCBA, classroom teacher, support personnel, and therapists to provide support effectively.
10. Work in one-on-one, small group, and whole group settings to provide behavior support including acquisition of safe and appropriate behaviors.
11. Ability to travel to multiple buildings based on the needs of the student(s)
12. Operate educational technology and equipment.
13. Supervise students in a variety of settings (classroom, playground, cafeteria, on field trips and at other times, and for other activities as assigned.
14. Prepare and maintain requested/required records, reports, and other documents.
15. Assist in lifting, carrying and moving students when necessary.
16. Able to lift 50 pounds.
17. Make copies, operate fax machines, telephones, laminators, and other equipment typically found in the public school setting to accomplish assigned tasking.
18. Maintain confidentiality.
19. Report areas of concern regarding discipline in the classroom, playgrounds, buildings, and/or on school property.
20. Report safety concerns to the immediate supervisor/building principal.
21. Communicate with teachers/parents/community in a manner that fosters positive relationships for the school system. Discretion is critical in terms of communication with parents concerning children. Most communication of this nature should be through the classroom teacher and/or supervisor.
22. Aides assigned to the Special Education classroom must be able to attend Restraint Training per ORC.

Terms of Employment:

The Wadsworth Board of Education, in accordance with the Collective Bargaining Agreement, determines salary, work year, and terms and conditions of employment. The employee shall remain free of any alcohol or nonprescribed controlled substance abuse in the workplace throughout his/her employment in the District.

Evaluation:

The administration/supervisors, in accordance with the provisions of the Wadsworth Board of Education and the Collective Bargaining Agreement, will evaluate performance of this position.

Note: The above lists are not ranked in order of importance.

This job description is subject to change and in no manner states or implies that these are the only duties and responsibilities to be performed by the employee. The employee will be required to follow the instructions and perform the duties required by the incumbent's supervisor, appointing authority, or designee.

_____ _____

Superintendent or Designee Date

My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my position.

_____ _____

Signature Date

Title: **RBT Aide**

Revision Date:

WADSWORTH CITY SCHOOLS

RBT ATTENDANT

JOB DESCRIPTION

Title: RBT Attendant

Reports To: Building Administrator, his/her designee, Behavior Specialist, Supervisor, Director of Student Services, Superintendent and/or the Superintendent Designee

Employment Status: Full-Time or Part-Time

W.E.S.P.A. Status: Non-Exempt

General Description:

The RBT is a paraprofessional level certification in behavior analysis. RBTs assist in delivering behavior analysis services and practice under the direction and close supervision of a BCBA or BCaBA, who is responsible for all work BTs perform.

Work with administration, classroom teachers, behavior specialist, and parent/guardians in support of student(s) with disabilities during the school day. Must enjoy working with children, be cheerful, patient and understanding. Willing to give student(s) with disabilities individualized attention, which leads to increased performance and the achievement of goals outlined in the I.E.P.

Qualifications:

1. High school diploma or equivalent.
2. Ability to obtain an Educational Aide Permit through the Ohio Department of Education with the ESSA endorsement when applicable.
3. Complete mandated RBT training provided by the district (includes 40 total hours of online/in-person blended training followed by a competency assessment given by a BCBA or BCaBA).
4. Work with the behavior specialist and classroom teacher in support of implementing behavior plans and supporting behavior needs based on assignment(s) given.
5. Track data, given the behavior plan, and report back to the behavior specialist and classroom teacher.
6. Maintain the minimum supervision requirements set forth by the district and the behavior specialist throughout the school year (2 meetings/month with behavior specialist).
7. Able to use a computer.
8. Good organization skills.
9. Ability to work cooperatively with other personnel.
10. Ability to perform clerical skills including, but not limited to filing, copying, and record keeping.

11. A working knowledge of devices and equipment commonly used in public schools.
12. Ability to successfully complete CPR/First Aid/CPI training.
13. Ability to lift 50 pounds unassisted.
14. Ability to operate wheelchairs and other mechanical devices designed to aid the student with a disability or possess the ability to learn.
15. Other relevant criteria determined by the Board of Education, superintendent and/or designee.
16. Ability to attend restraint training per ORC

Essential Responsibilities

Essential functions vary greatly from building to building and from assignment to assignment within any given building and student to student(s). Therefore, the essential functions listed below are not all inclusive.

1. Follow duty schedules as prescribed by the building administrator/immediate supervisor, behavior specialist .
2. Follow the plans provided by the behavior specialist with fidelity.
3. Accurately collects data including ABC, count, frequency, duration, latency, interval based recording, and narrative.
4. Collaborate with the BCBA, classroom teacher, support personnel, and therapists to provide support effectively.
5. Work in one-on-one, small group, and whole group settings to provide behavior support including acquisition of safe and appropriate behaviors.
6. Ability to travel to multiple buildings based on the needs of the student(s).
7. Follow the chain of command/communicate with parents through the teacher.
8. Assist with classroom/school operational procedures (attendance, lunch counts, equipment operation, inventory etc.).
9. Assist with student(s) with disabilities, including personal hygiene as directed on I.E.P.
10. Work directly and primary with, and provide support for, the classroom teacher, behavior specialist or supervisor with any comments to children or parents.
11. Work to ensure the safety of the children under supervision. Report safety concerns directly to the building principal.
12. As required, assist with students while being transported to/from school, including but not limited to adjusting seat belts, using ratchet straps, student lift equipment, and installing seat harnesses.
13. Maintain confidentiality about student(s) and their record(s).
14. As required, work with small or large groups of students in the classroom setting.
15. Supervise students in a variety of settings (classroom, playground, cafeteria, on field trips and at other times, and for other activities as assigned).
16. Prepare and maintain requested/required records, reports, and other documents.
17. Assist in lifting, carrying and moving students when necessary.
18. Make copies, operate fax machines, telephone, laminator, and other equipment typically found in the public school setting to accomplish assigned tasking.

Terms of Employment:

The Wadsworth Board of Education, in accordance with the Collective Bargaining Agreement, determines salary, work year, and terms and conditions of employment. The employee shall remain free of any alcohol or nonprescribed controlled substance abuse in the workplace throughout his/her employment in the district.

Evaluation:

The administration/supervisors, in accordance with the provisions of the Wadsworth Board of Education and the Collective Bargaining Agreement, will evaluate performance of this position.

Note: The above lists are not ranked in order of importance.

This job description is subject to change and in no manner states or implies that these are the only duties and responsibilities to be performed by the employee. The employee will be required to follow the instructions and perform the duties required by the incumbent's supervisor, appointing authority, or designee.

_____ _____

Superintendent or Designee Date

My signature below signifies that I have reviewed the contents of my job description and that I am aware of the requirements of my position.

_____ _____

Signature Date

Title: **RBT Attendant**

Revision Date: April 2020

Wadsworth City Schools
Fiscal Year 2020 – Five-Year Forecast
May 2020 EXECUTIVE SUMMARY

The first two pages of this report comprises the Executive Summary, which is intended to provide a summary of the Five-Year Forecast and highlight changes.

For a complete understanding of the Forecast, readers are encouraged to read the Assumptions that follow the Executive Summary.

REVENUE:

- **Local Property and Public Utility Personal Property Tax collections**: Fiscal Year 2019 increased 4.4%.
  - The three-year average increase in property/PUPP tax collections is 4.9%.
  - The nine-year average increase in property/PUPP tax collections is 4.4%.
  - Local property taxes increased 3.04% from FY 19 to FY 20. $383,740 more than projected in November.
  - PUPP taxes increased 26.92%. $114,190 less than projected in November. This change is due to Nexus tender paying their tax bill based on the appeal submitted by Nexus at 48% of original values.
  - Due to the COVID 19 Pandemic property taxes are projected to decrease due to delinquencies by 1% in FY 21.

- **Nexus:** The Nexus pipeline passes through the southwest part of the Wadsworth City School District and produces increased Public Utility Personal Property (PUPP) values for the 2019 tax duplicate (collected in calendar year 2020) PUPP values increased $24,069,650.
  - Nexus filed two appeals this past winter ultimately requesting their original values be reduced 52% to $9,422,910. The appeals are still pending with the State Tax Commissioner. Wadsworth has joined the Ohio School Pipeline Coalition in an effort to propose legislation giving school districts more rights in the public utility appeals process.

- **House Bill 166:** The FY 2020-2021 Biennial Budget was finalized on July 18, 2019. The Budget Bill called for a suspension of the current education funding formula. For items funded inside the formula, ALL Districts were to receive the same amount of funding in FY's 2020 and 2021 as they did in FY 2019. In essence every district is now on the guarantee.

  On May 4, 2020 Governor Dewine announced a cut of $300M to K-12 education for the FY 2020 and Wadsworth's State Aid was reduced $893,782. For purposes of this forecast state aid for FY 21 is projected at the same level as FY20 (inclusive of the $893,782 cut). **However, it is cautioned that the reductions in future State Aid will most likely be much more**.

- Line 1.035 of the Forecast includes Basic State Aid and a few items funded outside the formula (casino money, preschool aid and special education transportation). The Forecast assumes a 0% increase in all five years of the forecast (with the exception of additional preschool aid).
- Casino Reimbursements were reduced 40% for FY 21 due to Casino being closed since March 16, 2020.

EXPENDITURES:

- **Salaries:** Projected to increase 6.76% in FY 2020. The increase is due to step increases for classified and teaching staff, base increase and the staffing adjustments outlined in the assumptions.

- **Federal Grants:**
  - **IDEA-B:** The IDEA-B Special Education Grant funds salaries for seven (7) special education teachers'. In addition, the District received additional special education restoration grant funds for 2018-19 and 2019-20 school years. One special education staff member is funded from the grant this year. However, for FY 2021 – 2024 this staff member will be paid by the General Fund.
  - **Title I:** The Title I Grant primarily funds our K-8 tutors. In addition, beginning in the 2016-17 school year we funded 1½ teachers at Lincoln Elementary utilizing Title I. We continued to fund these positions for the current school year, but beginning next year (FY 2021) one of the teachers at Lincoln will need to be paid from the General Fund. The Forecast accounts for this change beginning next year. In addition, information from Columbus indicates there could be a 20% reduction to Title I next year. If Title I is cut 20% staff currently paid out of Title I funds will need to be paid by the general fund. Those adjustments are NOT included in the forecast.

- **Healthcare Renewal:**
  - The District received a 0% renewal on health care for FY 2020 and FY 2021 a savings of over $2.M compounded over the life of the Forecast for each 0%. Total $4M+.
  - Health Care renewals the past six years:

FY 2017	5.16%	FY 2020	0.00%
FY 2018	2.33%	FY 2021	0.00%
FY 2019	4.85%		

- **FY 2019 and 2020 Advances In /Out:** There is a $4+M advance into and out of the General Fund. This large advance is a product of our construction project and the negative balance in the Building Fund (004). Once close out is completed with the OFCC, the 004 fund will be made whole by the 010 OFCC fund and the City of Wadsworth.

- **Textbooks** (line 3.040 – supplies) as outlined in the assumptions on page 13 have been moved to the Medina County Sales Tax Fund.

Wadsworth City Schools
Fiscal Year 2020 - Five-Year Forecast
November 2019
ASSUMPTIONS

Overview

This financial report is published by the Treasurer of the Wadsworth City School District in good faith and within the scope of his employment. Said Forecast and the underlying assumptions will be presented to the Wadsworth City Board of Education at its Regular Meeting on May 11, 2020.

The Forecast and Assumptions are intended to provide the Board of Education and the Wadsworth Community with information about the current financial status of the District, as well as the projected future. The information presented in the Five-Year Forecast is supported by the underlying assumptions. In order for the Board and Community to better understand the Forecast, they are encouraged to read and understand the supporting assumptions.

The Forecast is concluding the first year of HB 166 (the biennial budget) passed by the legislation on July 18, 2019. The biennial budget **suspended** the current education funding formula therefore, all districts in Ohio are on the "Guarantee". In addition, on May 5, 2020 the State reduced funding to K-12 by $300M resulting in a decrease in state aid of $893,782 to Wadsworth City Schools

Funding formulas, referred to as the SF-3, PASS and the Bridge Formula for Ohio's public school districts were eliminated in previous budget bills. Under the K-12 education funding formula, school districts are either on the guarantee, the formula or are a capped district. Schools on the guarantee receive the same State Aid as the previous year, schools on the formula receive the amount of funding the formula calculates (# of students X basic Aid X State Share Index) and schools that are capped were scheduled to receive additional aid but were capped at a certain percentage above what they received in the previous fiscal year. The suspension of the above defined formula in essence moves every district in the State to the Guarantee for both years of the biennium. See the Unrestricted Aid Section for more information on the 2020-21 Biennial Budget and State Aid.

Over the past two years a group of Superintendents and Treasurers have been working with House Representatives Cupp and Patterson to develop a new funding solution for public school districts across the State of Ohio. The Cupp-Patterson plan was not part of the Biennial Budget but has been reintroduced as HB 305. Initial projections from the Cupp-Patterson Plan indicted Wadsworth could receive nearly $2,000,000 in additional funding over the biennium. Due to the Pandemic and current economy it is unlikely that we will see a change to school funding anytime soon.

This Forecast includes the General Fund only. Information related to all other funds of the District can be found on the Certificate of Revenue and the Annual Appropriations Resolution. In this fiscal year, the General Fund is projected to account for 67% of all expenditures.

As with any projection, accuracy diminishes the further one speculates into the future. There are three State biennial budgets within the five years of this projection.

General Fund Revenue

1.010 Property Tax (Real Estate)

	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
1.010 General Property Tax (Real Estate)	$19,349,937	$19,156,437	$19,348,002	$19,541,482	$19,736,897

Property tax collections are a stable revenue source and less dependent on the economy than other revenue sources. The stability of this revenue source will support us as our economy appears to be entering a recession.

Real estate taxes account for 40% of our projected revenue (last year = 40%) in the general fund. Our assessed valuation is the core component of real estate taxes and an involved part of the State funding formula. Medina County experienced a triennial update in 2016 and a reappraisal in 2019. Wadsworth has received final collections for FY 20 the real estate tax collections reported are actual.

Wadsworth City Schools assessed valuation (AV) increased 2.3% for 2014 (tax year 2015), 1.6% for 2015 (tax year 2016), 12.7% for 2016 (tax year 2017), 1.47% for 2017 (tax year 2018) and 4.4% for 2018 (tax year 2019). However, due to HB 920, districts see very little additional (or loss of) revenue from a reappraisal or triennial update years. HB 920 rolls back the effective millage on voted levies, thus the District receives no additional or loss of revenue because of reappraisal on voted levies. However, the District will gain revenue on the inside millage and new construction.

Key components of line 1.010 of the Forecast are:

- Property taxes increase 3.4% for FY 20
- Taxes are projected to decrease 1% for FY 21 due to an increase in delinquencies as a result of the COVID 19 Pandemic and effects on our economy.
- 1% increase for the last three years of the forecast.
- See historical trends outlined in the executive summary

1.020 Tangible Personal Property Tax and Public Utility Personal Property

	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
1.020 Tangible Personal Property Tax (Public Utility)	5,097,931	5,666,839	5,956,971	6,360,812	6,799,505

The 2009 Biennial Budget eliminated the Tangible Personal Property (TPP) tax on the business community and thus began phasing out a major source of local revenue to school districts throughout the State of Ohio. Beginning in FY 2012, the Wadsworth City Schools local TPP revenue was eliminated. The District continued to receive TPP reimbursements from the State through FY 2016.

The District continues to receive Public Utility Personal Property (PUPP) taxes. PUPP values have continued to grow in recent years providing the majority of the District's increases in local tax collections.

The Nexus gas transmission pipeline was completed in Medina County in 2018 and will appear on the 2019 tax duplicate. The PUPP assessed valuation initially increased over $24M for calendar year 2019 (paid in 2020) primarily due to the Nexus Pipeline. This increase in values were projected to bring an additional $1.5M in taxes. However, Nexus filed two appeals this past winter requesting to reduce their values by 52%. In addition, Nexus tender paid their 2019 tax bill; therefore, reducing the FY 20 collections from what was projected in November. The appeal is currently being decided by the Ohio Tax Commissioner. Once the appeal case is settled, the difference, if any, will be made up.

Therefore, upon advice of professionals, the District, is projecting to receive about 48% of the anticipated additional revenue. In addition, in FY 2020 the District will receive 50% of the anticipated yearly collections due to the difference between fiscal years and calendar years. FY 2021 will be the first year will a full fiscal year of collections from the Nexus pipeline.

The change in collections over the five years due to the second appeal by Nexus from the November forecast is $3.4M

Key components of line 1.020 of the Forecast are:

- Fall collections (pre Nexus) were up 37% from the previous year
- Nexus values (at 48%) included in FY 2020 - 2024
- 26.9% increase in PUPP tax collections FY 2020 (Nexus)
- 11.1% increase in PUPP tax collections FY 2021 (Nexus)
- Between 5 and 6% increase in FY 2022-2024

As more information becomes available regarding values associated with the pipeline the Board of Education will be updated.

1.035 Unrestricted Grants in Aid (State Aid)

		Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
1.035	Unrestricted State Grants-in-Aid	18,130,677	18,038,273	18,965,435	19,004,663	19,009,114

HB 166 the 2020-2021 Biennial Budget (passed in the summer of 2019) suspended the current education funding formula. The current formula, that has been suspended, followed the basic premise of enrollment (known as ADM) x Basic Aid ($6,020) X the State Share Index. Based on the output of the formula, districts were either on the guarantee, formula or capped.

- **Guarantee** - If your formula aid was less than what you received in FY 2017, you were guaranteed to receive at least your FY 2017 funding.
- **Capped** - If your formula amount was higher than a percentage determined by the legislature, then you were capped at that amount.
- **Formula** - If you fell in between and were actually funded at the formula amount, you were considered a "Formula District".

During Fiscal Years 2016 and 2017, Wadsworth City School District was funded on "The Formula". Beginning in FY 2018 due to an enrollment decrease of 100 students and the basic aid allowance from the State only increasing by $10.00 per student, Wadsworth (along with 201 other districts) transitioned to the Guarantee. In essence, every district in the State of Ohio is on the Guarantee for FY 2020 and FY 2021 (Formula Suspended). The new Guarantee amount is the FY 2019 funding level.

COVID 19: As previously mentioned the State cut unrestricted aid to school districts on May 5, 2020 by $893,782. This reduction is included in the forecast for both FY 20 and FY 21.

It is anticipated there will be additional reductions in State Aid in future years. However, at this time any guess at the reductions would be speculative. Therefore, the forecast assumes current law which is a suspended formula for the biennium reduce by $893,782 in both years. FY 22 State funding returns to FY 19 levels.

Wadsworth is projected to remain on the Guarantee of FY 19 levles for years three – five of the Forecast. Even if the State continues the formula in future budgets, the fact that the formula was suspended plus the impact of the Nexus pipeline on our State Share Index pushes Wadsworth further into a Guarantee situation. If the State were to no longer fund the Guarantee we would see a considerable decrease in our Unrestricted State Aid. Preschool and Special Education are funded outside the formula and are not subject to the suspension of the formula. Therefore, we project a slight increase in State Aid associated with preschool and special education.

Key components of line 1.035 of the Forecast are:

- All five years Wadsworth City Schools is projected to remain on the Guarantee and the State continues to fund the Guarantee, with the exception of the reductions in the current biennium.

HB 166 did provide additional Student Wellness and Success Funds (SWSF). These funds are not accounted for in the Five Year Forecast but instead in a separate fund (467). Wadsworth is projected to receive $199,822 in FY 2020 and $284,000 in FY 2021. These funds are being used to pay 45% of the salaries of the five and a half elementary School Counselors. The forecast **does** account for the Counselors retuning to the general fund in FY 2023 as it is unknown if the State will continue to fund SWSF in future biennium's.

The Forecast assumes a decrease of 40% in the Ohio Casino Tax for FY 21 due to the Casinos being closed since March 16, 2020. The law mandates the Casinos will pay a 34% tax rate and 33% of the tax is to go to school districts in Ohio to be distributed on a per student basis. The law also implies that this money goes to education outside the funding formula and should not be part of the SFPR but is included on line 1.035.

- $978,000 in revenue projected over the life of the Forecast from the Ohio Casino tax.

HB 305 also known as the Cupp-Paterson proposal was recently introduced. This education funding proposal is the first systematic approach to funding education in Ohio since the DeRolph cases in the 1990's. If HB 305 passes in some form, it will considerably impact our State funding situation.

1.040 Restricted State Grants in Aid

		Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
1.040	Restricted State Grants-in-Aid	587,330	587,330	587,330	587,330	612,330

There are two primary sources of revenue on this line: Career Tech (C.T.) weighted funds and Special Education Catastrophic Cost rebates. Each year, we are required to spend 100% of the funds we receive categorized as weighted C.T. funds or return them to the State (i.e. restricted to these programs). It is similar to having a grant within the general fund. Historically, other sources of revenue on this line include Lead School (C.T.) and Transportation. Again, this money is "restricted" because it must be spent in the specified areas.

- In years 2020-2024, the Forecast is not projecting an increase in Career Tech Funds.

The second primary source of revenue is Catastrophic Cost reimbursements for Special Education students. Catastrophic Costs are reimbursements from ODE for qualifying special needs students the District provides services for above a certain price point depending on their disability.

- In years 2020-2024, the Forecast is not projecting an increase in Catastrophic Cost reimbursements.

1.050 Homestead Exemption, 10% Rollback and Tangible Personal Property Reimbursement

		Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
1.050	Property Tax Allocation	2,468,400	2,443,716	2,419,279	2,395,086	2,371,135

Homestead Exemption: The 10% and 2.5% rollback of property taxes changed with the 2009/2010 Biennial Budget. The State increased the eligibility of seniors for this credit. In addition, HB 59 (2014-15) eliminated this reimbursement on future levies. All current levies will continue to receive this reimbursement.

- The Forecast projects a 1% decrease in Homestead Exemption for each year.

1.060 All Other Revenues (Local Income)

		Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
1.060	All Other Revenues	2,340,540	2,255,389	2,219,592	2,033,937	2,048,425

There are six primary revenue sources to All Other Revenues:

1. Tuition (open enrollment, special education, preschool and summer school)
2. Extracurricular activities assessment
3. Student-paid fees and fines
4. Investment income (declining interest rates)
5. Medicaid reimbursements
6. Revenue Sharing Agreements with the City of Wadsworth related to Tax Abatements

- The activity assessment fee is projected to be stable over the life of the Forecast. There are currently no plans to increase or eliminate the activity assessment fee.

- Fines and other fees are projected to remain consistent over the life of the Forecast with no plan to increase fees.
- Investment income is projected to decrease between 10% and 60% each year over the life of the Forecast. As fund balances and cash flow decreases, there are less funds available to be invested.
- Medicaid reimbursements are projected to remain consistent.

2.050 Advances – In

- Advances-In reflected on line 2.050 are a result of the advances to 004 LFI Construction Fund in FY 2017 - FY 2022. These advances are needed until the OFCC releases the money in the 010 fund to cover these deficits. The Advance-In directly impacts total revenue and line 6.010 excess revenue and other financing sources

2.060 Other Financing Sources

- Other sources include Sale of District Assets and Refunds of Prior Year Expenditures. The District received two a BWC rebate in FY 2020. We are not projecting significant revenue sources for line 2.060 in future years of the Forecast.

Revenue Summary

	2020	2021	2022	2023	2024
2.080 *Total Revenues and Other Financing Sources*	52,551,857	52,569,484	49,473,109	50,049,809	50,703,906

Decrease in revenue due to "Advance"

The Forecast projects an increase in revenue for FY 2020 of 1.9% primarily due to the increased PUPP values. This is the seventh time since FY 2009 that revenue has increased from the previous year. The District is not planning a new operating levy in the near future. However, the future of State Aid and the economy will have an impact on revenue sources moving forward.

Major revenue issues affecting Revenue:

- State Aid – formula suspended
- State Aid – May 2020 COVID 19 reduction
- Local property tax / PUPP increase of 7.2% (primarily PUPP)
- Investment income decreasing as a result of lower interest rates do to COVID 19 Pandemic and lower cash balances available for reinvesting.
- Advance In

General Fund Expenditures

3.010 Salaries and Wages

	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
3.010 Personnel Services	29,110,266	30,646,595	32,303,678	33,837,028	35,596,553

Salaries and wages projected to **increase** 6.75% over FY 2019 (as compared to a 5.67% increase for the same period last year). The District added 9 teaching positions (7.6 FTE) to address the

recommendations of the Mental Health Committee, Fine Arts Committee and special education needs.

- Beginning in FY 2017, the District contracted with Renhill and the Summit County ESC for substitute teacher services. Therefore, our substitute services moved from the Salaries (line 3.010) to the Purchased Services (line 3.030) of the Forecast.

- The District and the Wadsworth Education Association (WEA) are in the final year of a three-year contract that continues through June 30, 2020. The Agreement includes step increases for eligible employees and a base increase in each year of the contract. In addition, employees pay 9% of the cost for health care insurance in the first year and increases 1% each year after. In addition, the District and WEA recently agreed to a new three year contract. The financial impact of the new contract is included in the next here years of the forecast.

- The District and the Wadsworth Education Support Personnel Association (WESPA) are in the final year of a three-year contract that continues through June 30, 2020. The WESPA Agreement includes step increases for eligible employees and a base increase in each year of the contract. In addition, employees will pay 6% / 9% (Family / Single) of the cost for health care insurance. In addition, the District and WESPA recently agreed to a new three year contract. The financial impact of the new contract is included in the next here years of the forecast

- The 2019-20 salaries and benefits are projected to be 80.80% of general funds expenditures (compared to 79.98% last year).

- The District's 2019-20 teaching staff consists of 266 full-time and 12 part-time teaching professionals. We have 13 licensed professionals working as tutors in the District (7 tutors are funded with grant money and are not part of this Forecast), 21 Licensed Administrators and 17 Exempt Salaried employees (4 of the exempt salaried employees are not paid from the general fund).

- If District enrollment continues to decline, we must continue to monitor our staffing and reductions may need to be made. The Forecast currently does not account for any reductions in staff.

- The following staffing changes are accounted for (total + 7.6 FTE):

    - **2019-20** school year includes increases staff to meet the needs identified by the Fine Arts and Mental Health Committees as well as special education:
        - <u>CIS</u>
            - Increase School Counselor (+1 FTE)
        - <u>Elementary:</u>
            - Reduce Preschool Teacher (-.8 FTE)
            - Increase School Counselor (+1 FTE)
            - Increase Art Teacher (+.5 FTE)
            - Increase PE Teacher (+.7 FTE)

- Increase Special Education Teachers (+4 FTE)
- Increase Speech Teacher (.2 FTE)

- <u>All:</u>
  - Increase Music Teacher (+1 FTE) to account choir full time at WHS, WMS and increased services at Elementary for kindergarten

- <u>Supplemental Contracts:</u>
  - Add two Head Lacrosse Coaches
  - Add two Asst. Lacrosse Coaches
  - Add one Strength and Conditioning Coach
  - Add one Drama Department Chair
  - Add seven Elementary STEM Supplemental positions
  - Add seven Elementary Chess Club Supplemental positions
  - Add one Elementary Drama Supplemental position

- <u>Grant Money:</u>
  - **IDEA-B Recovery**: Three of the new special education (Intervention Specialists) teaching positions hired in 2018-19 were paid out of the IDEA-B Recovery grant last year. The Grant amount is significantly less in 2019-20; therefore, only one teacher is funded by the grant this year. Two teachers were moved back to the General Fund and are now part of the Forecast. In addition, the Forecast accounts for this teacher to move back to the General Fund for the 2020-21 school year. (+2 FTE)
  - **Title I:** One teacher at Lincoln (school-wide Title building) and a part-time Reading Coach are funded by the Title I grant in 2019-20. We were able to keep these two positions (1.5 FTE) funded by the grant because two Title I funded tutors were moved to the General Fund. Beginning with the 2020-21 school year, the Title I teacher will also be paid from the General Fund. In addition, it is anticipated there could be a 20% cut in Title I funds beginning in FY 21. If Title I funds are reduced staff currently paid utilizing Title I funds will need to be paid by the General Fund. These adjustments are NOT included in the current forecast.
  - **MCDAC** – Due to changes implemented by Medina County, the District is no longer eligible to receive MCDAC Grant money. Prior to FY 2020, the District received funding for two Prevention Specialist and a part-time Guidance Counselor. The Forecast assumes the responsibility of these positions ($72,000). The City of Wadsworth received MCDAC grant money for the School Resource Officer (SRO) program. It is anticipated that the District's cost of

the SRO program will decrease from $65,000 to $26,000. Therefore, due to the changes in the MCDAC grant from the County, we absorbed $33,000 in additional costs related to prevention specialists and SRO's.

- **2020-2121:**
  - The District is planning to add 4.3 FTE professional teaching staff for the 2020-21 school year:
    - Preschool Teachers (+2FTE)
    - MD Teacher WHS (+1FTE)
    - School Psychologist (+1 FTE)
    - Intervention Specialist WMS (+1FTE)
    - Marketing Teacher WHS (-.5 FTE)
    - Speech Lang. Path. (-.2FTE)

- **2022, 2023 and 2024:**
  - The Forecast includes an allowance for wage increases, additional staffing and grant funded positions returning to the General Fund during the last three years of the Forecast.

3.020 Employee Retirement / Insurance Benefits

	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
3.020 Employees' Retirement/Insurance Benefits	10,588,743	10,472,439	12,008,093	12,821,652	13,716,910

The largest expense outside of salaries and wages is the Board's share of healthcare benefit premiums. In FY 2011, the District began participating in the Summit Regional Healthcare Consortium (SRHCC) to pool administrative fees with Barberton, Copley-Fairlawn, Norton and Revere Schools. In FY 2015, Cuyahoga Falls City Schools joined the SRHCC and in FY 2020 Woodridge Local Schools joined. In addition, the SRHCC continues to maximize resources and implement best practices related to healthcare and wellness. The Consortium works with Be-Well Solutions to provide wellness support to five districts in order to encourage employees to make healthy lifestyle changes. Employees enrolled in the District's healthcare plan are encouraged to participate in the annual biometric screening, health risk assessment, as well as the many Grizzly Challenge Wellness programs offered throughout the year. Employees are rewarded with a credit to an HRA account based on positive results on their biometric screening.

The Board of Education and members of both the teachers (WEA) and support staff (WESPA) unions agreed to a new three-year contract that began July 1, 2017. The new contract increases employee deductibles and out-of-pocket expenses by 100% resulting in a projected savings of $150,000 annually.

ZERO – ZERO ….. Two years in a row!!!!
The SRHCC Board of Directors approved a ZERO percent renewal for Wadsworth on health care, Rx and dental for the 2019-20 school year. The District previously projected an increase of 8% for FY 2020 resulting in a savings in excess of $2,000,000 over the life of the Forecast.

Recently the SRHCC Board of directors for the **second year in a row approved a ZERO percent renewal** for Wadsworth on health care, Rx and dental for the 2020-21 school year. The District previously projected an increase of 7% resulting in an additional savings of over $2M over the life of the contract. These insurance changes are reflected in the Forecast and Assumptions below:

- The current industry trend for health care is between 8 and 11% increases. As an example, NEONet's healthcare renewal is 17.4%.
- Healthcare premiums are projected to increase 7% in FY 2022 + additional staff.
- Healthcare premiums are projected to increase 8% in FY 2023 + additional staff.
- Healthcare premiums are projected to increase 9% in FY 2024 + additional staff.
- There is a $40,000 allowance for changes in health care plans (single to family) during the 2020-21 school year.
- In addition, the forecast allows for increases in health care for the staffing additions outlined above.

Language in the WEA contract requires retirees age 55 or older to contribute 100% of their severance payment to a 403(b) annuity as an employer contribution. Employer contributions to a 403(b) are considered a fringe benefit. Therefore, 85% of the certified severance is now paid from benefits (line 3.020), instead of salaries and wages (line 3.010).

Currently, by State law, the Board contributes 14% of the salaries and wages to two retirement systems. Members of STRS are required to pay 14% of their earnings to the retirement system. The Board pays 10% of the Administrators' 14% employee share of STRS (10% of their salary). In addition, the Board pays a surcharge to SERS for all support staff employees whose annual income is less than $35,800. That is, for any employee making less than $35,800 annually, the District must pay the 14% on $35,800 and not what they actually earn. SERS does have a cap of 2% percent of total SERS wages to be paid to the surcharge. We are above the cap. Therefore, we pay 16% of our total SERS payroll to the retirement system. A large percentage of the surcharge is paid by the Food Service Fund (006), which is not part of this Forecast. All but one employee in the Food Service Department earns less than $35,800.

The other two items that make up our employee benefits are Medicare Tax and Workers' Compensation. Our District pays 1.45% Medicare tax on all employees hired after 1986.

3.030 Purchased Services

	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
3.030 Purchased Services	6,815,934	7,201,126	7,446,143	7,694,653	7,921,994

This category covers all our contracted services including tuition to other schools, legal services, copier leases, property/fleet insurance, gifted services from the Medina County ESC, special education services (such as occupational and physical therapy) and the School Resource Officers (2) in collaboration with the City of Wadsworth. In addition, it also covers professional development, utilities, contracted services as well as College Credit Plus (CCP) tuition for high school students.

- The projection for FY 2020 were **reduced $150,000** to account for purchases (primarily substitute services) not needed due to the COVID 19 shut down,
- An average 3 – 4% increase in Purchased Services in the later years of the Forecast.
- Includes the reduced cost of the two School Resource Officers for the 2019-20 school year. See MCDAC Grant discussing under salaries and wages.
- Includes tuition paid to community and charter schools.
- Tuition (open enrollment, community schools and CCP) and utilities (natural gas, electric, water and sewer) account for over 50% of this category.
- Teacher substitute expenses are included in Purchased Services since we contract substitute services with the Summit County ESC / Renhill. See note in the Salaries section as the offset.

3.040 Supplies and Materials (500)

		Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
3.040	Supplies and Materials	1,339,752	1,430,545	1,476,765	1,519,586	2,244,077

Supplies and materials are projected to be substantially lower in FY 2020 for the following reasons:

- **Textbooks FY 2020 – 2023:**
  - The Board of Education in an effort to fund the additional staffing outlined in section 3.010 for FY 2020 elected to move the purchase of textbooks from the General Fund to the Medina County Sales Tax. Therefore, $2,240,000 in textbooks expenses has been removed from the supplies line for Fiscal-Years 2020-2023.
  - Supplies are down 20.7% in FY 2020 due to the textbook reallocation.
  - The large increase in the final year accounts for textbooks coming back from the sales tax fund.
- Supplies were **reduced $50,000 for FY 2020** from November due to reductions made as result of the COVID 19 shut down.
- Bus fuel is included in supplies and can be very difficult to project. Bus fuel accounts for 18% of the Supplies Category. Fuel costs have been down the past few years. If fuel costs rise, a budget adjustment may be needed.
- Weighted Career Tech (CT) funds from the State account for a portion of the expenses. We are required to spend CT money on CT programs within the school year (see discussion under Restricted Revenue above).
- The Forecast allows for a 3% increase in supplies in subsequent years.

The District plans the following curriculum cycle and related textbook adoption. The expenses for FY 2020-2023 are NOT part of the Forecast (Medina County Sales Tax fund) but are still an integral part of the District's operating budget. Textbook purchases are planned to be part of the general fund beginning in FY 2024.

Text Book Adoption Cycle

Fiscal Year	Subject	Grade Level	First Year of Use	Projected Cost
2020	English/Lang. Arts	K-12	2020-21	$500,000
	CCP & Replacements			$100,000
2021	Math	K-12	2021-22	$500,000
	CCP & Replacements			$120,000
2022	Intervention	K-12	2022-23	$250,000
	CCP & Replacements			$130,000
2023	World Language	9-12	2023-24	$175,000
	Fine Arts	K-12		$150,000
	Business	9-12		$150,000
	AP Stats	11-12		$15,000
	Health	7-12		$20,000
	CCP & Replacements			$130,000
2024	Science	K-12	2024-25	$550,000
	CCP & Replacements			$130,000
2025	Social Studies	K-12	2024-25	$500,000
	CCP & Replacements			$130,000

3.050 Capital Outlay (600 & 700)

	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
Capital Outlay	597,787	746,906	777,518	809,564	843,111

The General Fund and the Sales Tax Fund support capital needs in the District. Approximately 65% of the sales tax proceeds go to pay debt service related to the construction of the new Valley View and Isham Elementary Schools, as well as the 1/2 mill maintenance levy requirement of the OFCC. This amounts to $1,465,000 annually from the Sales Tax Fund. Because of the commitments of the sales tax to the construction project, the District will continue to support capital improvements to buildings, technology and buses from the General Fund.

- The Forecast allows for the purchase of two new school buses per year.
- Thirty-five percent (43%) of the projected capital expenditures for FY 2020 are technology related.

- The District has developed a five-year technology and facilities plan. The expenses associated with these plans are NOT included in this Forecast. These expenses will come from the Sales Tax Fund or the Construction Fund when the funds are released by the OFCC.

- The District has allocated a total of $597,787 for capital improvement for FY20. This is a decrease of 17.7% from FY 2019 because buildings and grounds capital budget from the General Fund was reduced. Building and Grounds were allocated additional funds from the OFCC Maintenance Fund and the Medina County Sales Tax Fund which are not part of this Forecast.

- Future years of the Forecast allow for an average 4% per year increase.

If any major capital improvements funded by the General Fund are needed it would adversely affect the Forecast. In addition, there are reserves in the Sales Tax fund to assist with any unplanned capital needs

4.050 / 4.060 HB 264 Principal and Interest

There are currently no General Fund debt issues.

4.300 Other Objects (Miscellaneous)

This area covers County Auditor and Treasurer Fees, election expenses, liability insurance and membership dues for the Board. County fees charged by the County Auditor and Treasurer are the primary expense (72%) in this category. In addition, election expenses are included in "other objects".

6.010 Excess Revenues over Expenditures (Deficit Spending):

		Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
6.010	*Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses*	960,120-	1,359,122	5,165,519-	7,273,224-	10,273,864-

This line demonstrates if the District has a balanced budget for the year or if expenditures exceed revenues (deficit spending). The District is projected to deficit spend this year by almost a million dollars. FY 2021- 2024 all show deficit spending as the District spends down the reserves from previous years. Although it appears the District does not deficit spend in FY 2021 there is a large advance in. If the advance in is eliminated the District is deficit spending in that year as well. The last operating levy passed by the District was in 2011.

7.020 Ending Cash Balance

		Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
7.020	*Cash Balance June 30*	15,384,248	16,743,370	11,577,851	4,304,627	5,969,236-

The Forecast projects a positive cash balance through FY 2023 primarily because of the additional revenue from the Nexus Gas Pipeline beginning in January of 2020. As time progresses and circumstances change, the forecasted assumptions will change and the ending cash balance will fluctuate.

Wadsworth City Schools

For the Fiscal Years Ended June 30, 2017, 2018 and 2019 Actual;
Forecasted Fiscal Years Ending June 30, 2020 Through 2024

		Actual				Forecasted				
		Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Average Change	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
	Revenues									
1.010	General Property Tax (Real Estate)	$18,184,219	$18,627,408	$18,778,412	1.6%	$19,349,937	$19,156,437	$19,348,002	$19,541,482	$19,736,897
1.020	Tangible Personal Property Tax (Public Utility)	2,523,952	3,205,703	$4,016,742	26.2%	5,097,931	5,666,839	5,956,971	6,360,812	6,799,505
1.030	Income Tax									
1.035	Unrestricted State Grants-in-Aid	18,902,460	18,978,336	$19,020,182	0.3%	18,130,677	18,038,273	18,965,435	19,004,663	19,009,114
1.040	Restricted State Grants-in-Aid	532,591	592,182	$584,693	5.0%	587,330	587,330	587,330	587,330	612,330
1.045	Restricted Federal Grants-in-Aid - (SFSF -532) (Ed jobs Bill-504)									
1.050	Property Tax Allocation	2,508,075	2,504,013	$2,493,333	-0.3%	2,468,400	2,443,716	2,419,279	2,395,086	2,371,135
1.060	All Other Revenues	1,823,877	2,107,280	$2,312,136	12.6%	2,340,540	2,080,389	2,069,592	2,033,937	2,048,425
1.070	*Total Revenues*	44,475,174	46,014,922	47,205,498	3.0%	47,974,814	47,972,984	49,346,609	49,923,309	50,577,406
	Other Financing Sources									
2.010	Proceeds from Sale of Notes									
2.020	State Emergency Loans and Advancements (Approved)									
2.040	Operating Transfers-In									
2.050	Advances-In	2,336,017	3,963,017	4,220,461	38.1%	4,023,543	4,570,000	100,000	100,000	100,000
2.060	All Other Financing Sources	61,052	535,706	148,109	352.6%	553,500	26,500	26,500	26,500	26,500
2.070	*Total Other Financing Sources*	2,397,069	4,498,723	4,368,570	42.4%	4,577,043	4,596,500	126,500	126,500	126,500
2.080	*Total Revenues and Other Financing Sources*	46,872,243	50,513,645	51,574,068	4.9%	52,551,857	52,569,484	49,473,109	50,049,809	50,703,906
	Expenditures									
3.010	Personnel Services	24,501,781	25,803,212	27,266,664	5.5%	29,110,266	30,646,595	32,303,678	33,837,028	35,596,553
3.020	Employees' Retirement/Insurance Benefits	9,136,849	9,590,078	10,042,743	4.8%	10,588,743	10,472,439	12,008,093	12,821,652	13,716,910
3.030	Purchased Services	6,282,032	6,356,836	6,399,963	0.9%	6,815,934	7,201,126	7,446,143	7,694,653	7,921,994
3.040	Supplies and Materials	1,338,133	1,475,449	1,753,190	14.5%	1,339,752	1,430,545	1,476,765	1,519,586	2,244,077
3.050	Capital Outlay	812,676	708,188	726,381	-5.1%	597,787	746,906	777,518	809,564	843,111
3.060	Intergovernmental									
	Debt Service:									
4.010	Principal-All (Historical Only)									
4.020	Principal-Notes									
4.030	Principal-State Loans									
4.040	Principal-State Advancements									
4.050	Principal-HB 264 Loans									
4.055	Principal-Other									
4.060	Interest and Fiscal Charges									
4.300	Other Objects	434,902	444,296	458,900	2.7%	479,495	492,752	506,432	520,550	535,124
4.500	*Total Expenditures*	42,506,373	44,378,059	46,647,841	4.8%	48,931,977	50,990,363	54,518,628	57,203,033	60,857,769
	Other Financing Uses									
5.010	Operating Transfers-Out	15,960	32,004	42,744	67.0%	10,000	120,000	20,000	20,000	20,000
5.020	Advances-Out	3,963,017	4,220,461	4,023,543	0.9%	4,570,000	100,000	100,000	100,000	100,000
5.030	All Other Financing Uses									
5.040	*Total Other Financing Uses*	3,978,977	4,252,465	4,066,287	1.2%	4,580,000	220,000	120,000	120,000	120,000
5.050	*Total Expenditures and Other Financing Uses*	46,485,350	48,630,524	50,714,128	4.4%	53,511,977	51,210,363	54,638,628	57,323,033	60,977,769
6.010	*Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses*	386,893	1,883,121	859,940	166.2%	960,120-	1,359,122	5,165,519-	7,273,224-	10,273,864-
7.010	Cash Balance July 1 - Excluding Proposed Renewal/Replacement and New Levies	13,214,414	13,601,307	15,484,428	8.4%	16,344,368	15,384,248	16,743,370	11,577,851	4,304,627
7.020	*Cash Balance June 30*	13,601,307	15,484,428	16,344,368	9.7%	15,384,248	16,743,370	11,577,851	4,304,627	5,969,236-
8.010	*Estimated Encumbrances June 30*	1,077,489	997,228	936,581	-6.8%	1,000,000				
10.010	*Fund Balance June 30 for Certification of Appropriations*	12,523,818	14,487,200	15,407,787	11.0%	14,384,248	16,743,370	11,577,851	4,304,627	5,969,236-

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
Fund:	**001**								
001-0000	GENERAL FUND:	$ 16,312,914.22	$ 2,222,125.32	$ 48,474,112.94	$ 4,058,348.89	$ 39,936,319.76	$ 24,850,707.40	$ 2,663,507.83	$ 22,187,199.57
001-9000	GENERAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-9001	GENERAL FUND: ADVERTISING /FACILITIES ACCOUNT	33,376.60	10,353.12	35,643.86	0.00	9,525.61	59,494.85	3,528.83	55,966.02
001-9002	GENERAL FUND: FOOD SERV. DONATIONS	(1,922.78)	108.58	3,632.98	0.00	0.00	1,710.20	0.00	1,710.20
001-9094	GENERAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-920R	GENERAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 16,344,368.04	**$ 2,232,587.02**	**$ 48,513,389.78**	**$ 4,058,348.89**	**$ 39,945,845.37**	**$ 24,911,912.45**	**$ 2,667,036.66**	**$ 22,244,875.79**
Fund:	**002**								
002-0000	BOND RETIREMENT SERIES 98,99,00 ISSUES	2,692,479.12	47,474.22	2,418,092.30	19,509.85	2,372,288.00	2,738,283.42	0.00	2,738,283.42
002-9000	BOND RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
002-9100	BOND RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
002-9200	BOND RETIREMENT - ENERGY CONSERVATION 2000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
002-9300	BOND RETIRE LIBRARY 2001	450,826.22	7,425.27	377,819.19	3,048.37	383,566.77	445,078.64	0.00	445,078.64
002-9400	BOND RETIRE: 2008 BONDS ($65,650,000)	2,770,601.98	87,532.18	4,458,380.86	35,971.31	2,870,751.04	4,358,231.80	0.00	4,358,231.80
002-9500	BOND RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 5,913,907.32	**$ 142,431.67**	**$ 7,254,292.35**	**$ 58,529.53**	**$ 5,626,605.81**	**$ 7,541,593.86**	**$ 0.00**	**$ 7,541,593.86**
Fund:	**003**								
003-0000	PERMANENT IMPROVEMENT LEVY FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
003-900C	COMMUNITY CENTER ENTERPRISE FUND	166,307.88	0.00	37,345.58	0.00	3,794.90	199,858.56	2,240.60	197,617.96
003-900S	SUMMA HOSPITAL ENTERPRISE FUND	40,541.02	0.00	7,149.40	0.00	0.00	47,690.42	0.00	47,690.42
		$ 206,848.90	**$ 0.00**	**$ 44,494.98**	**$ 0.00**	**$ 3,794.90**	**$ 247,548.98**	**$ 2,240.60**	**$ 245,308.38**
Fund:	**004**								
004-0000	CONSTRUCTION FUND	(2,101,376.88)	0.00	0.00	0.00	1,179.85	(2,102,556.73)	0.00	(2,102,556.73)
004-900C	BUILDING FUND: CITY OF WADS. COMM. CENTER	2,108,758.76	0.00	0.00	0.00	3,805,847.68	(1,697,088.92)	7,381.88	(1,704,470.80)
004-900H	BUILDING FUND: WRH SUMMA MED. OFFICE BLDG.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 7,381.88	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 3,807,027.53**	**$ (3,799,645.65)**	**$ 7,381.88**	**$ (3,807,027.53)**
Fund:	**006**								
006-0000	FOOD SERVICES	906,837.08	3,011.68	620,649.48	27,820.23	639,351.71	888,134.85	239,739.50	648,395.35
006-9001	FOOD SERVICE FEDERAL AWARD:	0.00	41,898.12	499,183.32	32,429.02	340,584.51	158,598.81	0.00	158,598.81
		$ 906,837.08	**$ 44,909.80**	**$ 1,119,832.80**	**$ 60,249.25**	**$ 979,936.22**	**$ 1,046,733.66**	**$ 239,739.50**	**$ 806,994.16**
Fund:	**007**								

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
007-0000	SPECIAL TRUST	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
007-900S	SAFETY TOWN FUND	3,685.03	0.00	4,720.00	0.00	5,115.46	3,289.57	85.91	3,203.66
007-9091	SPECIAL TRUST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
007-9092	SPECIAL TRUST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
007-955C	SPECIAL TRUST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 3,685.03	**$ 0.00**	**$ 4,720.00**	**$ 0.00**	**$ 5,115.46**	**$ 3,289.57**	**$ 85.91**	**$ 3,203.66**
Fund:	**009**								
009-0000	UNIFORM SCHOOL SUPPLIES FUND	18,948.50	500.55	49,594.10	330.44	8,754.95	59,787.65	29,985.73	29,801.92
		$ 18,948.50	**$ 500.55**	**$ 49,594.10**	**$ 330.44**	**$ 8,754.95**	**$ 59,787.65**	**$ 29,985.73**	**$ 29,801.92**
Fund:	**010**								
010-900L	OSFC LOCAL SHARE	6,229,840.45	0.00	0.00	0.00	5,029.32	6,224,811.13	0.00	6,224,811.13
010-900Q	OSFC: QSCB BONDS (ISHAM / VALLEY VIEW)	(543,055.88)	0.00	0.00	0.00	0.00	(543,055.88)	0.00	(543,055.88)
010-900S	OSFC STATE SHARE	(321,876.76)	0.00	0.00	0.00	0.00	(321,876.76)	13,906.79	(335,783.55)
		$ 5,364,907.81	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 5,029.32**	**$ 5,359,878.49**	**$ 13,906.79**	**$ 5,345,971.70**
Fund:	**011**								
011-0000	C.T. CUSTOMER SERVICE FUND	1,696.69	0.00	149,492.28	13,004.04	150,850.84	338.13	31,024.39	(30,686.26)
011-9001	C.T. CUSTOMER SERV AUTOMOTIVES	(591.26)	0.00	3,226.68	117.85	4,312.57	(1,677.15)	6,113.49	(7,790.64)
011-9002	C.T. CUSTOMER SERV JR CARPENTRY	1,850.15	0.00	17,879.26	364.87	23,263.83	(3,534.42)	16,622.04	(20,156.46)
		$ 2,955.58	**$ 0.00**	**$ 170,598.22**	**$ 13,486.76**	**$ 178,427.24**	**$ (4,873.44)**	**$ 53,759.92**	**$ (58,633.36)**
Fund:	**012**								
012-0000	ADULT/COMMUNITY EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**013**								
013-900C	COMMUNITY CENTER/WHS OPERATING FUND	27,126.93	0.00	40,131.03	0.00	17,557.62	49,700.34	23,296.15	26,404.19
		$ 27,126.93	**$ 0.00**	**$ 40,131.03**	**$ 0.00**	**$ 17,557.62**	**$ 49,700.34**	**$ 23,296.15**	**$ 26,404.19**
Fund:	**014**								
014-0000	FOUR CITIES CAREER TECH COMPACT FUND	108,617.22	0.00	0.00	20,126.73	218,260.12	(109,642.90)	27,783.98	(137,426.88)
014-9001	FOUR CITIES: FIRST PROGRAM (NORTON)	(0.03)	0.00	0.00	0.00	0.00	(0.03)	0.00	(0.03)
014-9089	ROTARY-INTERNAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 108,617.19	**$ 0.00**	**$ 0.00**	**$ 20,126.73**	**$ 218,260.12**	**$ (109,642.93)**	**$ 27,783.98**	**$ (137,426.91)**
Fund:	**017**								
017-0000	LIBRARY CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**018**								
018-973C	FOUR CITY CTA COMPACT	2.31	0.00	0.00	0.00	0.00	2.31	0.00	2.31

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
	DIRECTORS FUND								
018-974A	CENTRAL OFFICE ADMINISTRATORS FUND	$ 7,630.48	$ 0.00	$ 148.93	$ (16.00)	$ (464.65)	$ 8,244.06	$ 1,286.16	$ 6,957.90
018-974B	DISTRICT SPIRIT COMMITTEE FUND	6,068.50	0.00	30.00	0.00	0.00	6,098.50	0.00	6,098.50
018-974C	CENTRAL INTERMEDIATE PRINCIPAL FUND	16,938.39	401.90	12,037.76	338.72	15,229.00	13,747.15	4,756.01	8,991.14
018-974K	HURRICANE KATRINA RELIEF FUND (2005)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
018-974T	TRANSPORTATION 018 ACCOUNT	2,000.59	0.00	256.85	0.00	176.63	2,080.81	373.37	1,707.44
018-975F	FRANKLIN SCHOOL PRINCIPAL'S FUND	5,767.53	812.98	34,443.04	537.11	15,460.03	24,750.54	7,958.63	16,791.91
018-976I	ISHAM SCHOOL PRINCIPAL'S FUND	2,467.70	35.60	31,642.08	1,651.34	27,098.86	7,010.92	4,547.19	2,463.73
018-977L	LINCOLN SCHOOL PRINCIPAL'S FUND	10,994.97	57.70	10,821.05	591.77	12,072.33	9,743.69	7,047.84	2,695.85
018-978O	OVERLOOK SCHOOL PRINCIPAL'S FUND	1,077.89	227.40	10,716.15	71.60	10,176.79	1,617.25	4,215.55	(2,598.30)
018-979L	PUBLIC SCHOOL SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
018-979V	VALLEY VIEW PRINCIPAL'S FUND	5,863.59	123.40	7,604.38	0.00	6,636.26	6,831.71	3,591.33	3,240.38
018-980D	WMS: DOLLARS FOR DENIM PAY IT FORWARD	791.22	0.00	305.00	0.00	0.00	1,096.22	790.93	305.29
018-980M	WADSWORTH MIDDLE SCHOOL PRINCIPAL FUND	3,002.22	67.84	20,205.42	752.74	15,370.75	7,836.89	7,908.53	(71.64)
018-981D	WHS: DOLLARS FOR DENIM PAY IT FORWARD	1,134.06	0.00	2,303.95	0.00	0.00	3,438.01	0.00	3,438.01
018-981H	HIGH SCHOOL PRINCIPAL'S FUND	3,605.20	198.40	22,512.80	145.75	20,032.04	6,085.96	7,772.32	(1,686.36)
		$ 67,344.65	**$ 1,925.22**	**$ 153,027.41**	**$ 4,073.03**	**$ 121,788.04**	**$ 98,584.02**	**$ 50,247.86**	**$ 48,336.16**
Fund:	**019**								
019-0000	MHJ GRANT: S KURT MATH WHS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9006	MEDINA CTY SHARE CLUSTER (B.BEAL)	0.00	0.00	10,277.67	0.00	2,680.54	7,597.13	2,082.25	5,514.88
019-9007	MED CTY CRISES RESPONSE TEAM (B.BEAL)	0.00	0.00	16,628.83	0.00	5,111.29	11,517.54	1,830.61	9,686.93
019-9008	MCDAC GRANT FY 2008	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9010	MCDAC GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9012	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9016	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9017	TECH PREP: NURSING - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9018	TECH PREP: FIRE/EMT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9019	TECH PREP: NURSING PICNIC / OTHER PICNIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
019-901G	WGCF: MINDFUL MUSIC CLOONON 2019	$ 850.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 850.00	$ 850.00	$ 0.00
019-9020	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9024	TECH PREP: FIRE, ATH/HLTH TRAINING, NURSING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-902G	WGCF: WORKBENCH/TOOLKIT CROOKES 2019	114.52	0.00	0.00	0.00	109.86	4.66	4.66	0.00
019-903G	WGCF: GRAPH CALC WHS MATH 2019	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-904G	WGCF: SUMMER READING SCHMELTZER 2019	1,820.00	0.00	0.00	0.00	1,433.15	386.85	0.00	386.85
019-905G	WGCF: FLEX SEATNG LINN 2019	1,000.00	0.00	0.00	0.00	936.34	63.66	0.00	63.66
019-906G	WGCF: 3M GRANT STEM CLUB FRANKLIN	0.00	0.00	6,500.00	0.00	0.00	6,500.00	0.00	6,500.00
019-907G	WGCF: WELL BEING STUDIO GUNN ISHAM 2020	0.00	0.00	3,500.00	2,736.78	2,904.19	595.81	1,053.42	(457.61)
019-908G	WGCF: SENSORY ROOM WILSON 2020	0.00	0.00	2,500.00	0.00	2,469.00	31.00	0.00	31.00
019-9090	DOLLAR GENERAL SUMMER READING GRANT 2019	2,000.00	0.00	0.00	0.00	1,990.65	9.35	0.00	9.35
019-9091	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9092	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9093	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9094	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9097	MCDAC GRANT FY 97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9098	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-909G	WGCF: STEAM VV LIBRARY OWENS VV 2020	0.00	0.00	2,487.89	0.00	0.00	2,487.89	2,487.65	0.24
019-9101	MHJ GRANT: C JOHNSON READING STRATEGIES THAT	349.22	0.00	0.00	0.00	0.00	349.22	0.00	349.22
019-9102	MHJ GRANT: TITUS READING GRANT FY15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9103	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9104	GPD STEM GRANT: JESSICA CHADA FRANKLIN	1,000.00	0.00	0.00	0.00	1,001.37	(1.37)	23.20	(24.57)
019-9105	MHJ GRANT: 7 MINDSETS PD 5-8 GRANT	0.00	0.00	12,500.00	0.00	12,500.00	0.00	0.00	0.00
019-9106	LUKE ENG GRANT: MAKERS SPACE V.V.	3,845.49	0.00	0.00	0.00	2,017.41	1,828.08	319.99	1,508.09
019-9107	MHJ GRANT: STEM CAMP	0.00	0.00	12,119.22	0.00	12,119.22	0.00	0.00	0.00
019-9108	STEM CAMP LOCAL GRANTS / DONATIONS	14,401.00	0.00	6,120.74	0.00	20,521.74	0.00	0.00	0.00
019-9109	STEM CLB GRATN ALCOLA FY2017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-910G	WGCF: ROBOTICS CAMP SHALALA 2020	0.00	0.00	2,250.00	0.00	0.00	2,250.00	0.00	2,250.00

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
019-9110	PIZZA HUT BOOK IT GRANT: E PETIT (2017)	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
019-9111	FOOD SERVICE: AMERICAN DAIRY ASSOC GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9114	BELIEVE IN OHIO GRANT WHS (FY2016)	418.44	0.00	0.00	0.00	292.60	125.84	242.99	(117.15)
019-911G	WGCF: LIBRARY CLAYPOOL LINCOLN 2020	0.00	0.00	1,913.41	0.00	1,885.61	27.80	0.00	27.80
019-912G	WGCF: ELA BOOKS L.SMITH WHS 2020	0.00	0.00	1,000.00	1,134.74	1,134.74	(134.74)	0.00	(134.74)
019-9131	DEPARTMENT OF NATURAL RESOURCE - GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-913G	WGCF: WMS COURTYARD P JURY WMS 2020	0.00	0.00	1,000.00	0.00	0.00	1,000.00	1,000.00	0.00
019-914G	WGCF: GRIZZLY GRP MENTORING GOOD WHS 2020	0.00	0.00	500.00	0.00	0.00	500.00	0.00	500.00
019-918M	MCDAC GRANT FY 18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9191	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9192	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9198	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9199	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-919M	MCDAC GRANT FY 2019	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9201	TECH PREP: MARKETING BARBERTON	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9202	SPECIAL ED WORKFORCE: SCHROCK FY 2012	1,810.68	0.00	0.00	0.00	1,201.93	608.75	0.00	608.75
019-9203	MHJ GRANT: 6+1 TRAITS BENNETT/JOHNSON	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9204	MHJ GRANT: POWER READING CROOKES -FRANKLIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9225	WMS CLINICAL RM ECOSYSTEM GRANT P. JUREY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9226	GPD GRANT: V.V SENSORY ROOM - HASSINGER 2019	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9299	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9301	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9302	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9303	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9304	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9305	TECH PREP: MARKETING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9306	GENE HAAS: FOUNDATION CAREER TECH SCHOLARSHIP	600.00	0.00	0.00	0.00	0.00	600.00	0.00	600.00
019-9307	HAAS FOUNDATION PD GRANT (FY20)	0.00	0.00	5,000.00	0.00	3,251.18	1,748.82	461.09	1,287.73
019-9308	ISHAM WEATHER CLINICAL RESEARCH GRANT	960.29	0.00	0.00	0.00	960.00	0.29	0.00	0.29
019-9401	MHJ GRANT: SCHMELTZER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
	LITERATURE FY 14								
019-9402	OTHER GRANT	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
019-9403	SME PRIME: SCHOOL GRANT	19,546.54	0.00	0.00	0.00	0.00	19,546.54	235.72	19,310.82
019-9404	TECH PREP: NETWORKING TECHNOLOGY	583.52	0.00	0.00	0.00	549.16	34.36	0.00	34.36
019-9405	TECH PREP: BUSINESS TECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9406	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9407	TECH PREP: ATHLETIC, HEALTH CARE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9408	TECH PREP: ADVANCEMENT TO NURSING GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9501	WMS PRINCIPALS GROUP: JACKSON	1,012.40	75.00	1,350.00	0.00	745.59	1,616.81	1,599.71	17.10
019-9502	SAFE ROUTE TO SCHOOLS GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9503	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9504	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9505	WADSWORTH SCHOOLS: 135TH FY 2006 (1870)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9506	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9507	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9508	TECH PREP: FIRE/EMT-CRIM. JUSTICE (BARB.)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9509	HEALTH EDUC. MINI GRANT (C.COLLINS) WELLNESS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9601	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9602	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9603	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9604	TECH PREP: FY06 AUTOMOTIVE TECH PREP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9605	TECH PREP: FY06 WEB PROGRAMING TECH PREP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9606	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9607	CAMP CAN DO: S SCHROCK SUMMER 2007	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9701	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9702	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9703	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-976I	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-977L	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-978O	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9801	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9802	TECH PREP: MARKETING ALL SCHOOLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9803	TECH PREP: MARKETING -	4,000.00	0.00	0.00	0.00	2,106.66	1,893.34	450.00	1,443.34

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
	BARBERTON								
019-9804	WMS: CARE TEAM AFTER SCHOOL PROGRAM	$ (141.12)	$ 0.00	$ 0.00	$ 0.00	$ 5,090.51	$ (5,231.63)	$ 2,909.49	$ (8,141.12)
019-9805	ODNR FISHING CLUB GRANT (SHIARLA)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9806	TECH PREP: FY08 MARKETING WADSWORTH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9807	TECH PREP: FY08 MARKETING COPLEY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9808	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9809	TECH PREP: FY08 TEACHER AID PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9810	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9811	TECH PREP: IT CISCO GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9812	TECH PREP: MARKETING (WADS / NORT / COP)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9813	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-981H	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9901	TECH PREP: FY09 J VANKIRK COMPUTER TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9902	TECH PREP: COMPASS TESTING - TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9903	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9904	OHIO DEVELOPMENT DISABILITIES COUNCIL-SAYRE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9905	LOWES GRANT--VALLEY VIEW	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9906	OTHER GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 54,170.98	**$ 75.00**	**$ 85,647.76**	**$ 3,871.52**	**$ 83,012.74**	**$ 56,806.00**	**$ 15,550.78**	**$ 41,255.22**
Fund:	**020**								
020-0000	BEAR CUB ACADEMY	67,684.28	20.00	178,526.36	18,201.59	203,479.80	42,730.84	18,211.12	24,519.72
		$ 67,684.28	**$ 20.00**	**$ 178,526.36**	**$ 18,201.59**	**$ 203,479.80**	**$ 42,730.84**	**$ 18,211.12**	**$ 24,519.72**
Fund:	**022**								
022-0000	C.I./A.I.M.S PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
022-901H	JOHN AUL MEMORIAL	61.99	0.00	0.00	0.00	0.00	61.99	0.00	61.99
022-9090	L & J FUND ORIGINAL CONTRIBUTIONS	13,168.49	0.00	9,000.00	0.00	6,216.00	15,952.49	215.00	15,737.49
022-9091	L & J FUND: FIELD TRIP FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
022-9512	OHSAA TOURNAMENT: BOYS BASKETBALL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
022-9513	OHSAA TOURNAMENT: BOYS SOCCER	0.00	0.00	678.00	0.00	642.53	35.47	342.00	(306.53)
022-9516	OHSAA TOURNAMENT: FOOTBALL	0.00	0.00	14,447.00	0.00	14,291.93	155.07	4,514.24	(4,359.17)
022-9517	OHSAA TOURNAMENT: BOYS LACROSSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
022-9528	OHSAA TOURNAMENT:	0.00	0.00	7,645.75	985.15	7,489.84	155.91	1,173.25	(1,017.34)

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
	WRESTLING								
022-9532	OHSAA TOURNAMENT: GIRLS BASKETBALL	$ 0.00	$ 0.00	$ 0.00	$ 181.20	$ 1,035.57	$ (1,035.57)	$ 10.00	$ (1,045.57)
022-9533	OHSAA TOURNAMENT: GIRLS SOCCER	0.00	0.00	1,063.00	0.00	0.00	1,063.00	0.00	1,063.00
022-9534	OHSAA TOURNAMENT: SOFTBALL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
022-9536	OHSAA TOURNAMENT: GIRLS LACROSSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
022-974C	L&J FUND CIS FIELDTRIPS	828.43	0.00	10,000.00	0.00	0.00	10,828.43	5,056.32	5,772.11
022-975F	L&J FUND FRANKLIN FIELDTRIPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
022-976I	L&J FUND ISHAM FIELDTRIPS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
022-977L	L&J FUND LINCOLN FIELDTRIPS	3,045.24	0.00	0.00	0.00	0.00	3,045.24	1,600.00	1,445.24
022-978O	L&J FUND OVERLOOK FIELDTRIPS	673.79	0.00	0.00	0.00	0.00	673.79	450.00	223.79
022-979V	L&J FUND VALLEY VIEW FIELDTRIPS	3,658.21	0.00	0.00	0.00	1,958.13	1,700.08	193.60	1,506.48
		$ 21,436.15	**$ 0.00**	**$ 42,833.75**	**$ 1,166.35**	**$ 31,634.00**	**$ 32,635.90**	**$ 13,554.41**	**$ 19,081.49**
Fund:	**024**								
024-0000	WCSD EMPLOYEE BENEFITS INSURANCE FUND	38,736.11	20,925.21	218,508.33	15,866.51	217,473.07	39,771.37	91,330.36	(51,558.99)
		$ 38,736.11	**$ 20,925.21**	**$ 218,508.33**	**$ 15,866.51**	**$ 217,473.07**	**$ 39,771.37**	**$ 91,330.36**	**$ (51,558.99)**
Fund:	**025**								
025-9096	COMPUTER NETWORK CLASS 'A'SIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**029**								
029-0000	FRANK H. CLOSE SCHOLARSHIP FUND	189.09	0.00	0.00	0.00	0.00	189.09	0.00	189.09
029-9001	BERNADINE H. KOVALCHIN SCHOLARSHIP FUND	33,848.60	0.00	0.00	0.00	0.00	33,848.60	3,000.00	30,848.60
029-9002	MARK SCHERBA MEMORIAL SCHOLARSHIP	1.66	0.00	0.00	0.00	0.00	1.66	0.00	1.66
029-9003	EDUCATION FOUNDATION FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
029-9004	EDUCATION FOUNDATION FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
029-9005	KAHL, WILLIAM SR AND RUTH WHS SCHOLARSHIP	15,750.07	0.00	0.00	0.00	(1,650.00)	17,400.07	1,132.00	16,268.07
029-9006	MACKEY SCHOLARSHIP	21,445.64	0.00	0.00	0.00	0.00	21,445.64	0.00	21,445.64
029-9007	DANIEL VAN AUKEN SCHOLARSHIP FUND	24,077.83	0.00	0.00	71.96	919.54	23,158.29	201.54	22,956.75
029-9008	DAVID SLADKY SCHOLARSHIP FUND	7,284.17	0.00	0.00	0.00	0.00	7,284.17	0.00	7,284.17
029-9009	GEORGE ZITO SCHOLARSHIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
029-917H	EDUCATION FOUNDATION FUND	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
		$ 102,597.06	**$ 0.00**	**$ 0.00**	**$ 71.96**	**$ (730.46)**	**$ 103,327.52**	**$ 4,333.54**	**$ 98,993.98**
Fund:	**034**								
034-0000	CLASSROOM FACILITIES MAINTENANCE FUND	2,393,013.92	0.00	0.00	0.00	297,861.65	2,095,152.27	16,200.00	2,078,952.27
		$ 2,393,013.92	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 297,861.65**	**$ 2,095,152.27**	**$ 16,200.00**	**$ 2,078,952.27**
Fund:	**071**								
071-0000	SALES TAX: PERM. IMPROVEMENTS FUND	2,403,018.49	637,748.23	2,373,720.42	10,246.00	1,307,061.05	3,469,677.86	211,296.67	3,258,381.19
		$ 2,403,018.49	**$ 637,748.23**	**$ 2,373,720.42**	**$ 10,246.00**	**$ 1,307,061.05**	**$ 3,469,677.86**	**$ 211,296.67**	**$ 3,258,381.19**
Fund:	**200**								
200-900W	CLASS OF 2000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-901W	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-902H	GRIZZLY RPG CLUB (ROLL PLAYING GAME)	0.00	0.00	421.00	0.00	290.50	130.50	159.50	(29.00)
200-902W	CLASS OF 2002	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-903H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-903W	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-904H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-904W	CLASS OF 2004	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-905W	CLASS OF 2005	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-906H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-906W	CLASS OF 2006	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-907H	WEB PROGRAMMING AND DESIGN	249.86	0.00	0.00	0.00	0.00	249.86	0.00	249.86
200-907W	CLASS OF 2007	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-908H	ROTARY INTER-ACT: YOUTH ROTARY CLUB	70.99	0.00	0.00	0.00	0.00	70.99	65.00	5.99
200-908W	CLASS OF 2008	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-909H	CADD STUDENT ACTIVTY ACCOUNT	(325.84)	0.00	0.00	0.00	0.00	(325.84)	0.00	(325.84)
200-909W	CLASS OF 2009	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-910H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-910W	CLASS OF 2010	215.44	0.00	0.00	0.00	0.00	215.44	0.00	215.44
200-911H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-911W	CLASS OF 2011	20.00	0.00	0.00	0.00	0.00	20.00	0.00	20.00
200-912H	FRENCH CLUB	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-912W	CLASS OF 2012	20.00	0.00	0.00	0.00	0.00	20.00	0.00	20.00
200-913A	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-913B	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-913C	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-913D	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
200-913W	CLASS OF 2013	$ 156.48	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 156.48	$ 0.00	$ 156.48
200-914C	ROOTS AND SHOOTS CENTRAL INTERMEDIATE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-914H	S.A.D.D. WADSWORTH HIGH SCHOOL	(192.38)	0.00	0.00	0.00	0.00	(192.38)	0.00	(192.38)
200-914M	TAGG - WADSWORTH MIDDLE SCHOOL	763.93	0.00	0.00	0.00	0.00	763.93	0.00	763.93
200-914W	CLASS OF 2014:	122.04	0.00	0.00	0.00	0.00	122.04	0.00	122.04
200-915H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-915W	CLASS OF 2015	198.07	0.00	0.00	0.00	0.00	198.07	0.00	198.07
200-916H	LATIN CLUB	2.60	0.00	0.00	0.00	0.00	2.60	0.00	2.60
200-916W	CLASS OF 2016	(1,368.72)	0.00	0.00	0.00	0.00	(1,368.72)	0.00	(1,368.72)
200-917H	H.S. SCIENCE CLUB	309.68	0.00	0.00	339.50	339.50	(29.82)	8.04	(37.86)
200-917W	CLASS OF 2017	1,934.44	0.00	0.00	0.00	0.00	1,934.44	0.00	1,934.44
200-918H	ACADEMIC CHALLENGE	1,961.83	0.00	0.00	0.00	0.00	1,961.83	0.00	1,961.83
200-918W	CLASS OF 2018	1,669.08	0.00	0.00	0.00	0.00	1,669.08	0.00	1,669.08
200-919H	SPEECH AND DEBATE TEAM	337.38	685.00	15,272.47	502.55	11,192.98	4,416.87	10,629.63	(6,212.76)
200-919W	CLASS OF 2019	3,195.57	0.00	0.00	0.00	0.00	3,195.57	28.00	3,167.57
200-920H	N. H. S.	798.65	0.00	1,462.50	453.84	1,080.44	1,180.71	531.66	649.05
200-920W	CLASS OF 2020	3,661.75	208.00	6,186.50	800.00	800.00	9,048.25	12,840.00	(3,791.75)
200-921H	F.C.C.L.A.	1,010.21	0.00	0.00	0.00	0.00	1,010.21	0.00	1,010.21
200-921W	CLASS OF 2021	576.87	0.00	0.00	0.00	0.00	576.87	0.00	576.87
200-922H	PEP CLUB	272.63	0.00	0.00	0.00	0.00	272.63	0.00	272.63
200-922W	CLASS OF 2022	1,370.38	0.00	0.00	0.00	0.00	1,370.38	0.00	1,370.38
200-923H	INTERNATIONAL CLUB (FOREIGN LANGUAGES)	5,236.30	0.00	2,034.00	0.00	2,367.98	4,902.32	609.56	4,292.76
200-923W	CLASS OF 2023	770.42	0.00	59.00	0.00	0.00	829.42	0.00	829.42
200-924C	CENTRAL INTERMEDIATE STUDENT COUNCIL	1,515.71	5.00	3,137.80	0.00	2,756.47	1,897.04	1,185.76	711.28
200-924H	STUDENT COUNCIL	13,191.33	0.00	18,726.00	0.00	15,050.18	16,867.15	14,799.45	2,067.70
200-924I	ISHAM STUDENT COUNCIL	544.79	0.00	0.00	0.00	325.00	219.79	0.00	219.79
200-924M	WADSWORTH MIDDLE STUDENT COUNCIL	685.26	0.00	574.00	0.00	541.86	717.40	96.00	621.40
200-924W	CLASS OF 2024	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-925H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-925W	CLASS OF 2025	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-926H	D. E. C. A.	5,974.54	0.00	5,975.50	58.79	4,922.75	7,027.29	12,511.87	(5,484.58)
200-927H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-928H	C.B.I.P.	179.82	0.00	0.00	0.00	0.00	179.82	0.00	179.82
200-929H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-930H	GRIZZLY GRIND COFFEE CLUB	482.45	0.00	1,214.00	129.95	925.27	771.18	2,149.48	(1,378.30)
200-931H	MEDIA COMMUNICATIONS WHS	566.76	0.00	0.00	0.00	0.00	566.76	0.00	566.76

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
200-932H	WHS SPECRUM CLUB	$ 0.00	$ 0.00	$ 40.00	$ 0.00	$ 0.00	$ 40.00	$ 0.00	$ 40.00
200-932S	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-933H	TEACHER AIDES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-934H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-935H	GRIZZLY LEADER ACADEMY (WHS)	0.00	668.00	1,268.00	0.00	0.00	1,268.00	0.00	1,268.00
200-936H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-941H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-945H	AUTOMOTIVES	1,117.87	0.00	1,273.22	0.00	533.00	1,858.09	79.00	1,779.09
200-946H	CARPENTRY	2,657.32	0.00	0.00	518.00	593.00	2,064.32	388.50	1,675.82
200-947H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-948H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-9512	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-951C	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-952C	MIDDLE SCHOOL DRAMA/ MUSICAL CLUB	11,373.71	0.00	10,268.00	113.98	13,953.73	7,687.98	2,182.80	5,505.18
200-953C	MIDDLE SCHOOL USERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-988H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-993H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-994H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-995H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-996H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-997H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-998H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200-999H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 61,327.22	**$ 1,566.00**	**$ 67,911.99**	**$ 2,916.61**	**$ 55,672.66**	**$ 73,566.55**	**$ 58,264.25**	**$ 15,302.30**
Fund:	**300**								
300-0000	WHS ATHLETICS	(19,961.67)	76.20	171,901.68	4,865.06	160,877.36	(8,937.35)	61,225.20	(70,162.55)
300-900A	WHS ATHLETICS: BENEFIT GAMES/COMM SERVICE	0.95	0.00	7,662.31	0.00	7,637.31	25.95	500.00	(474.05)
300-900C	WMS ATHLETICS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-900H	WHS BAND UNIFORM REPLACEMENT	2,376.33	5,000.00	5,000.00	0.00	854.00	6,522.33	0.00	6,522.33
300-900R	WHS ATHLETICS-ROTARY	(1,343.20)	0.00	17,070.50	7,317.81	24,008.93	(8,281.63)	15,650.90	(23,932.53)
300-901H	WHS CHOIR ROBE REPLACEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-902H	WHS JOURNALISM / BRUIN FUND	7,744.85	0.00	15,794.60	873.00	13,229.21	10,310.24	6,155.63	4,154.61
300-910H	WHS DRAMA FUND	19,732.30	1,005.00	15,636.85	451.97	23,850.32	11,518.83	10,823.98	694.85
300-911M	WMS FISHING CLUB	95.42	0.00	0.00	0.00	0.00	95.42	88.06	7.36
300-917H	WHS MUSIC-INSTRUMENTAL	1,128.97	0.00	0.00	0.00	0.00	1,128.97	0.00	1,128.97
300-918H	WHS MUSIC-VOCAL GENERAL CHOIR	8,747.48	7,560.00	82,129.00	745.55	67,066.60	23,809.88	23,702.53	107.35

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
300-918M	WMS VOCAL MUSIC STUDENT ACTIVITY ACCOUNT	$ 1,560.52	$ 12,254.00	$ 52,388.85	$ 352.04	$ 32,843.78	$ 21,105.59	$ 950.00	$ 20,155.59
300-918S	WHS SHOW CHOIR	9,858.08	0.00	982.57	0.00	9,850.00	990.65	0.00	990.65
300-947M	WMS INSTRUMENTAL MUSIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-948C	WMS VOCAL MUSIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-950M	ATHLETICS: WMS "CAMP" ACCOUNT ALL SPORTS	310.63	0.00	0.00	0.00	0.00	310.63	0.00	310.63
300-9511	ATHLETIC CAMPS: BASEBALL	2,326.54	0.00	1,900.00	1,976.00	3,897.03	329.51	0.00	329.51
300-9512	ATHLETIC CAMPS: BOYS BASKETBALL	6,269.02	0.00	14,212.00	(602.00)	14,876.62	5,604.40	1,215.03	4,389.37
300-9513	ATHLETIC CAMPS: B SOCCER	312.00	0.00	0.00	0.00	0.00	312.00	0.00	312.00
300-9516	ATHLETIC CAMPS: FOOTBALL	17,107.77	0.00	21,615.00	0.00	36,384.16	2,338.61	1,828.97	509.64
300-9523	ATHLETIC CAMPS: CROSS COUNTRY	682.59	0.00	0.00	0.00	0.00	682.59	0.00	682.59
300-9528	ATHLETIC CAMPS: WRESTLING	(2,623.69)	0.00	321.25	0.00	1,531.99	(3,834.43)	2,993.01	(6,827.44)
300-9532	ATHLETIC CAMPS: GIRLS BASKETBALL	20,912.43	0.00	1,048.00	(139.64)	13,080.57	8,879.86	1,613.00	7,266.86
300-9534	ATHLETIC CAMPS: SOFTBALL CAMP	369.78	0.00	0.00	0.00	0.00	369.78	0.00	369.78
300-9535	ATHLETIC CAMPS: VOLLEYBALL	8,157.81	0.00	651.00	0.00	6,736.34	2,072.47	0.00	2,072.47
300-9544	ATHLETIC CAMPS: GIRLS GOLF FUND	995.00	0.00	0.00	0.00	51.72	943.28	0.00	943.28
300-9546	ATHLETIC CAMPS: GIRLS TENNIS	6,716.57	0.00	0.00	0.00	1,702.51	5,014.06	0.00	5,014.06
300-9552	ATHLETIC CAMPS: BOWLING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-9553	ATHLETIC CAMPS: CHERLEADING	13,529.25	0.00	4,046.00	0.00	10,132.39	7,442.86	660.55	6,782.31
300-9555	ATHLETIC CAMPS: WMS CHEER	2,503.46	0.00	0.00	0.00	0.00	2,503.46	0.00	2,503.46
300-988H	WHS YEARBOOK/WHISPERER FUND	20,541.51	0.00	6,588.60	(3.18)	8,421.87	18,708.24	2,936.95	15,771.29
		$ 128,050.70	**$ 25,895.20**	**$ 418,948.21**	**$ 15,836.61**	**$ 437,032.71**	**$ 109,966.20**	**$ 130,343.81**	**$ (20,377.61)**
Fund:	**401**								
401-9000	AUXILIARY SERVICES (SACRED HEART)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401-9001	AUXILARY SERVICES (SACRED HEART)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401-9004	AUXILIARY SERVICES - SACRED HEART	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401-9005	AUX SERVICE: SACRED HEART FY05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401-9006	AUXILIARY SERV	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401-9009	AUX SERV SAC HEART	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401-9019	AUX SERVICES FY19: SACRED HEART	16,267.86	0.00	0.00	0.00	15,837.14	430.72	0.00	430.72
401-9020	AUX SERVICES FY 2020	0.00	0.00	230,960.00	41,623.14	173,658.00	57,302.00	28,561.30	28,740.70

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
	SACRED HEART								
401-9089	AUXILIARY SERVICES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
401-9090	AUXILIARY SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401-9092	AUXILIARY SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401-9093	AUXILIARY SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401-9098	AUXILIARY SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401-9107	AUXILIARY SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401-9108	AUXILIARY SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401-9109	AUXILIARY SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 16,267.86	**$ 0.00**	**$ 230,960.00**	**$ 41,623.14**	**$ 189,495.14**	**$ 57,732.72**	**$ 28,561.30**	**$ 29,171.42**
Fund:	**402**								
402-9090		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
402-9091		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
402-9092		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
402-9093		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
402-9094		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
402-9095		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
402-9190		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**409**								
409-9097		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
409-9098		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**412**								
412-9092		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
412-9093		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**416**								
416-9089	TEACHER DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
416-9090	TEACHER DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
416-9091	TEACHER DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
416-9096	PROFESSIONAL DEVELOPMENT BLOCK GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**420**								
420-0000		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**422**								
422-9089		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
422-9090		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
422-9091		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
422-9189		$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
422-9190		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
422-9285		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
422-9488		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**425**								
425-9000		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
425-9099		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**432**								
432-9090	EMIS SUBSIDY OHIO DEPT OF EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**440**								
440-0000	ENTRY YEAR PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**447**								
447-9092		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
447-9094		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
447-9095		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**450**								
450-9000	SCHOOLNET EQUIP/INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450-9001	SCHOOLNET EQUIP/INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450-9003	SCHOOLNET EQUIP/INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450-9005	SCHOOLNET EQUIP/INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450-9098	SCHOOLNET EQUIP/INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450-9101	SCHOOLNET EQUIP/INFRASTRUCTURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**451**								
451-0000	DATA COMMUNICATION FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451-9002	DATA COMMUNICATION FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451-9003	DATA COMMUNICATION FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451-9004	DATA COMMUNICATION FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451-9006	ONE NET K-12 NETWORK SUBSIDY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451-9007	DATA COMMUNICATION FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451-9008	DATA COMMUNICATION FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
451-9009	DATA COMMUNICATION FUND	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
451-9010	DATA COMMUNICATION FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451-9019	ONENET: FY19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
451-9020	ONE NET FY 2020	0.00	0.00	14,400.00	0.00	0.00	14,400.00	0.00	14,400.00
		$ 0.00	**$ 0.00**	**$ 14,400.00**	**$ 0.00**	**$ 0.00**	**$ 14,400.00**	**$ 0.00**	**$ 14,400.00**
Fund:	**452**								
452-0000	SCHOOLNET PROFESSIONAL DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
452-9002	SCHOOLNET PROFESS. DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
452-9004	SCHOOLNET PROFESS. DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
452-9005	SCHOOLNET PROFESS. DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
452-9006	SCHOOLNET PROFESS. DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
452-9007	SCHOOLNET PROFESS. DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**455**								
455-0000		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
455-9098		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
455-9099		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**459**								
459-9004	OHIOREADS VOL COORDINATOR GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459-9005	OHIOREADS VOL COORDINATOR GRANT FY 05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459-9006	OHIOREADS VOL COORDINATOR GRANT OV,IS,LN,VV	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459-9007	OHIOREADS VOL COOR GRANT: FY 07 OV,LN,FR,VVIS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459-9105	OHIOREADS GRANT: FY 05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459-9750	OHIOREADS VOLUNTEER - FRANKLIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459-9752	OHIOREADS CLASSROOM FRANKLIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459-9755	OHIOREADS GRANT FRANKLIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459-975F	OHIOREADS - FRANKLIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459-9760	OHIOREADS VOLUNTEER - ISHAM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459-9762	OHIOREADS - ISHAM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459-9765	OHIOREADS GRANT ISHAM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459-976I	OHIOREADS GRANT ISHAM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
459-976O	OHIO READS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
459-977L	OHIO READS LINCOLN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459-9782	OHIOREADS OVERLOOK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459-9785	OHIO READS GRANT OVERLOOK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
459-978O	OHIO READS OVERLOOK VOLUNTEER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**460**								
460-9001	SUMMER INTERVENTION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460-9004	STUDENT INTERVENTION GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460-9005	STUDENT INTERVENTION GRANT:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**461**								
461-9000	VOCATIONAL EDUC. ENHANCEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
461-9004	CAREER DEVELOPMENT (4-CITIES COMPACT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
461-9005	CAREER DEVELOPMENT (4-CITIES COMPACT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
461-9105	VOCATIONAL EDUC. ENHANCEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
461-9106	VOCATIONAL EDUC. ENHANCEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
461-9107	VOCATIONAL EDUC. ENHANCEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
461-9108	VOCATIONAL EDUC. ENHANCEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**467**								
467-9020	STUDENT WELLNESS & SUCCESS FUNDS STATE AIDE	0.00	0.00	99,911.04	15,224.24	99,507.98	403.06	0.00	403.06
		$ 0.00	**$ 0.00**	**$ 99,911.04**	**$ 15,224.24**	**$ 99,507.98**	**$ 403.06**	**$ 0.00**	**$ 403.06**
Fund:	**499**								
499-9000	MISCELLANEOUS STATE GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
499-9003	CONFLICT MANAGEMENT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
499-9007	MISCELLANEOUS STATE GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
499-9016	OHIO CAREER COUNSELING GRANT (COMPACT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
499-9017	OHIO CAREER COUNSELING GRANT: FY2017	23,631.21	0.00	0.00	0.00	30.99	23,600.22	3,825.13	19,775.09
499-9018	SECONDARY TRANSITION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
	STUDENT W/ DISABILITIES								
499-9099	LEAD SCHOOL GRANT - VOCATIONAL	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
499-9116	SCHOOL PSYCH INTERN GRANT FY 16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
499-919C	OH SCHOOL SAFETY GRANT: 4 CITIES FY19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
499-919W	OH SCHOOL SAFETY GRANT: WADSWORTH CSD FY19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
499-9200	MISCELLANEOUS STATE GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
499-920W	OHIO SCHOOL SAFETY GRANT: WADSWORTH CSD FY20	0.00	0.00	20,487.25	4,800.00	11,800.00	8,687.25	2,900.00	5,787.25
499-9300	CONFLICT MANAGEMENT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
499-9303	MISCELLANEOUS STATE GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 23,631.21	**$ 0.00**	**$ 20,487.25**	**$ 4,800.00**	**$ 11,830.99**	**$ 32,287.47**	**$ 6,725.13**	**$ 25,562.34**
Fund:	**504**								
504-0000		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
504-9012	EDUCATION JOBS BILL GRANT FY 2012	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**506**								
506-0000	RACE TO THE TOP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
506-9000	RttT: OILA GRANT OVERLOOK FY 2014	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
506-9013	RACE TO THE TOP:RESIDENT EDUCATOR REIMB.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
506-9014	RACE TO THE TOP: RESIDENT EDUC. FUNDS FY14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**514**								
514-9000		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
514-9001		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
514-9002		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
514-9089		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
514-9090		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
514-9091		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
514-9092		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
514-9093		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
514-9097		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
514-9098		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
514-9198		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
Fund:	**516**								
516-0000	IDEA-B FED GRANT	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
516-9002	TITLE VI B FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-9005	ACCESS GRANT @ CIS/WMS: FED	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-9006	ACCESS GRANT @ CIS/WMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-9010	IDEA-B FED GRANT (NON STIMULUS)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-9019	IDEA-B FED GRANT FY 2019	14,704.78	0.00	189,609.09	0.00	204,313.87	0.00	0.00	0.00
516-9020	IDEA-B FED GRANT FY 2020	0.00	0.00	311,225.62	71,883.41	611,516.04	(300,290.42)	18,615.61	(318,906.03)
516-9088	IDEA PART B GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-9089	IDEA PART B GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-9090	IDEA PART B GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-9091	IDEA PART B GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-9093	IDEA PART B GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-9098	TITLE VI B FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-919R	IDEA-B RESTORATION GRANT FY2019	(10,920.78)	0.00	33,194.97	0.00	22,274.19	0.00	0.00	0.00
516-920R	IDEA-B RESTORATION GRANT FY2020	0.00	0.00	32,456.75	10,729.44	73,667.75	(41,211.00)	0.00	(41,211.00)
516-932N	STIMULUS IDEA-B: FY 2010	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
516-932O	STIMULUS IDEA-B: FY 2011	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 3,784.00	**$ 0.00**	**$ 566,486.43**	**$ 82,612.85**	**$ 911,771.85**	**$ (341,501.42)**	**$ 18,615.61**	**$ (360,117.03)**
Fund:	**524**								
524-0000	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9008	CARL PERKINS (4-CITIES COMPACT)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9019	CARL PERKINS: FY 2019	0.00	0.00	77,905.46	0.00	77,905.46	0.00	0.00	0.00
524-9020	CARL PERKINS FY 2020	0.00	0.00	62,138.17	12,567.16	113,267.53	(51,129.36)	0.00	(51,129.36)
524-9089	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9090	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9091	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9092	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9093	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9094	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9097	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9098	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
524-9106	VOC ED: CARL D. PERKINS - 1984	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
524-9190	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9191	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9195	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9196	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9288	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9291	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9292	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
524-9388	VOC ED: CARL D. PERKINS - 1984	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 140,043.63**	**$ 12,567.16**	**$ 191,172.99**	**$ (51,129.36)**	**$ 0.00**	**$ (51,129.36)**
Fund:	**532**								
532-932N	STATE FISCAL STABILIZATION FUND (FOUNDATION)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
532-932O	STATE FISCAL STABILIZATION: FY 11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**533**								
533-9010	TITLE II D - TECHNOLOGY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
533-9011	II-D TECHNOLOGY GRANT (CCIP) FY 11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
533-9013	TITLE II D - TECHNOLOGY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**572**								
572-0000	TITLE ONE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
572-9019	TITLE ONE FY 2019	0.00	0.00	61,126.93	0.00	61,126.93	0.00	0.00	0.00
572-9020	TITLE I: FY 2020	0.00	0.00	115,691.41	24,908.91	216,460.44	(100,769.03)	0.00	(100,769.03)
572-9089	TITLE I DISADVANTAGED CHILDREN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
572-9090	TITLE I DISADVANTAGED CHILDREN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
572-9091	TITLE I DISADVANTAGED CHILDREN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
572-9092	TITLE I DISADVANTAGED CHILDREN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
572-9093	TITLE I DISADVANTAGED CHILDREN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
572-9098	TITLE ONE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
572-9197	TITLE I DISADVANTAGED	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
	CHILDREN								
572-9199	CHAPTER 1 CARRYOVER 95	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
572-932N	TITLE I STIMULUS ALLOCATION FY 2010	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
572-932O	TITLE I STIMULUS FY11: DISADV. YOUTH SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 176,818.34**	**$ 24,908.91**	**$ 277,587.37**	**$ (100,769.03)**	**$ 0.00**	**$ (100,769.03)**
Fund:	**573**								
573-0000	TITLE V INNOV	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
573-9001	TITLE VI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
573-9002	TITLE VI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
573-9010	TITLE V INNOVATIVE EDUC PGM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
573-9089	TITLE V INNOVATIVE EDUC PGM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
573-9090	TITLE V INNOVATIVE EDUC PGM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
573-9091	TITLE V INNOVATIVE EDUC PGM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
573-9092	TITLE V INNOVATIVE EDUC PGM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
573-9093	TITLE V INNOVATIVE EDUC PGM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
573-9094	TITLE V INNOVATIVE EDUC PGM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
573-9098	TITLE VI	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
573-9199	TITLE V INNOVATIVE EDUC PGM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
573-932O	TITLE V INNOVATIVE EDUC PGM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**584**								
584-0000	SAFE & DRUG FREE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
584-9002	SAFE & DRUG FREE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
584-9010	DRUG FREE SCHOOL GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
584-9089	DRUG FREE SCHOOL GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
584-9090	DRUG FREE SCHOOL GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
584-9091	DRUG FREE SCHOOL GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
584-9092	DRUG FREE SCHOOL GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
584-9093	DRUG FREE SCHOOL GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
584-9094	DRUG FREE SCHOOL GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
	FUND								
584-9098	SAFE & DRUG FREE GRANT	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**585**								
585-9001		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**587**								
587-0000	EARLY CHILDHOOD SPECED, IDEA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
587-9000	IDEA PRESCHOOL-HANDICAPPED	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
587-9013	PRESCHOOL GRANT FY 2013 ((HANDICAPPED)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
587-9019	EARLY CHILDHOD PRESCHOOL IDEA FY19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
587-9020	EARLY CHILDHOOD SPEC ED IDEA FY 20	0.00	0.00	0.00	0.00	412.36	(412.36)	0.00	(412.36)
587-9098	EHA PRESCHOOL GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
587-919R	IDEA- PRESCHOOL RECOVERY GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
587-920R	IDEA- PRESCHOOL RECOVERY GRANT FY 20	0.00	0.00	3,957.81	1,593.64	10,929.19	(6,971.38)	0.00	(6,971.38)
587-932N	STIMULUS PRESCHOOL: FY10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
587-932O	STIMULUS EARLY CHLD: FY 2011	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 3,957.81**	**$ 1,593.64**	**$ 11,341.55**	**$ (7,383.74)**	**$ 0.00**	**$ (7,383.74)**
Fund:	**588**								
588-0000		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**589**								
589-9001		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Fund:	**590**								
590-0000	IMPROVING TEACHER QUALITY TITLE II-A	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590-9002	CLASS REDUCTION GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590-9013	IMPROVING TEACH QUALITY FY13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590-9014	IMPROVING TEACHER QUALITY TITLE II-A	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590-9019	TITLE II-A SUPP EFF INST FY 19	3,100.00	0.00	34,777.59	0.00	37,877.59	0.00	0.00	0.00
590-9020	IMPRV. TEAC. QUALITY GRANT FY20	0.00	0.00	0.00	7,373.62	62,675.77	(62,675.77)	943.40	(63,619.17)
		$ 3,100.00	**$ 0.00**	**$ 34,777.59**	**$ 7,373.62**	**$ 100,553.36**	**$ (62,675.77)**	**$ 943.40**	**$ (63,619.17)**
Fund:	**599**								

WADSWORTH CITY SCHOOL DISTRICT

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
599-9015	HEALTHY CUISINE FOR KIDS FOOD SERV. GRANT	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
599-9016	FOOD SERVICE: TEAM UP FOR SUCCESS GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-9019	IV-A STUDENT SUPPORT GRANT FY19	2,077.29	0.00	13,495.21	0.00	15,572.50	0.00	0.00	0.00
599-9020	IV-A STUDENT SUPPORT GRANT FY20	0.00	0.00	0.00	0.00	0.00	0.00	7,243.23	(7,243.23)
599-9099	SCHOOL TO WORK/CONTINUOUS IMPORVEMENT GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-9102	OHIO LPDC ACTION RESEARCH PRJCT PHASE III	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-9122	MISCELLANEOUS FED. GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-9123	MISCELLANEOUS FED. GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
599-9200	MISCELLANEOUS FED. GRANT FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		$ 2,077.29	**$ 0.00**	**$ 13,495.21**	**$ 0.00**	**$ 15,572.50**	**$ 0.00**	**$ 7,243.23**	**$ (7,243.23)**
Grand Total		**$ 34,291,824.18**	**$ 3,108,583.90**	**$ 62,037,514.79**	**$ 4,474,025.34**	**$ 55,359,473.53**	**$ 40,969,865.44**	**$ 3,736,638.59**	**$ 37,233,226.85**

WADSWORTH CITY SCHOOL DISTRICT
MONTHLY FINANCIAL UPDATE
APRIL 2020

General Fund
Budget to Actual Report

	FY 2020 Budget	FY 2020 Actual to Date	Variance	Variance %	Target %
Beginning Cash Balance	**$ 16,344,368**	**$ 16,344,368**			
Total Revenue	**$ 52,181,732**	**$ 48,513,390**	**$ (3,668,342)**	**93.0%**	83.3%
Expenditures:					
Salaries and Wages	$ 29,110,266	$ 23,268,723	$ (5,841,543)	79.9%	80.77%
Employee Fringe Benefits	$ 10,588,743	$ 8,729,991	$ (1,858,752)	82.4%	83.3%
Purchased Services	$ 6,965,934	$ 5,746,693	$ (1,219,241)	82.5%	83.3%
Supplies and Materials	$ 1,389,752	$ 1,234,823	$ (154,929)	88.9%	83.3%
Capital Outlay	$ 597,787	$ 485,055	$ (112,732)	81.1%	83.3%
HB 264 Payments	$ -	$ -	$ -		
Other	$ 479,495	$ 459,755	$ (19,740)	95.9%	83.3%
Transfers/ Advances out	$ 80,000	$ 20,805	$ (59,195)	26.0%	83.3%
Total Expenditures	**$ 49,211,977**	**$ 39,945,845**	**$ (9,266,132)**	**81.2%**	83.3%
Revenue over (under) Expenditures	**$ 2,969,755**	**$ 8,567,544**			
Ending Cash Balance	**$ 19,314,123**	**$ 24,911,912**			
Encumbrances		**$ 2,667,037**			86.59%
Available Unencumbered Balance		**$ 22,244,876**			

Financial Summary - All Funds

Cash Flow Summary:

Total Revenue Current Month All Funds	**$ 3,108,583.90**
Total Expenditures Current Month All Funds	**$ 4,474,025.34**
Total Month End Cash Balance	**$ 40,969,865.44**

Appropriation Summary:

Total Appropriations Current Year All Funds	**$ 73,676,612.31**
Prior Fiscal Year Carryover Encumbrances	**$ 1,375,604.26**
Total Available All Funds	**$ 75,052,216.57**
Fiscal Year To Date Expenses All Funds	**$ 55,359,473.53**
Fiscal Year To Date % expended All Funds	**73.8%**