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WADSWORTH CITY SCHOOL DISTRICT BOARD OF EDUCATION

WADSWORTH, OHIO

REGULAR STATED MEETING

MONDAY, MARCH 13, 2023, 7:00 P.M.

JAMES R. McILVAINE PERFORMING ARTS CENTER, 625 BROAD STREET

AGENDA

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

IV. Motion for Approval and Signing of Meeting Minutes

V. Student/Staff Recognition

A. March Students of the Month

<u>Student</u>	<u>Grade</u>	<u>School</u>
Anna Smerekanich	04	Franklin Elementary School
Kinsley Gasser	04	Isham Elementary School
Hannah Hughes	04	Lincoln Elementary School
Grant Rowell	04	Overlook Elementary School
Devin Lloyd	04	Valley View Elementary School
Blake Whited	06	Central Intermediate School
Reese McQuaid	08	Wadsworth Middle School
Ethan Dolgowicz	11	WHS Career-Technical
Julia Fortner	12	Wadsworth High School

VI. Administrative Discussion Items, Presentations, and Updates

- A. Presentation: Proposed State Budget Bill and Proposed House Bill 1: Doug Beeman, Treasurer
- B. Presentation: Textbook Adoption Process for Business, Fine Arts, Health and World Languages: Textbook Adoption Committee Members
- C. Presentation: 2025-2026 School Year Calendar: Steve Moore, Assistant Superintendent
- D. Set Date for Special Meeting to Review Progress Towards the Board of Education's 2022-2023 School Year Goals

- E. 2023-2024 Intradistrict Open Enrollment
- F. 2023-2024 Kindergarten Registration
- G. Strategic Plan 2021-2025 Update
- H. Alternative School Planning Update
- I. Intermediate School Building Process Update

VII. Public Participation

VIII. Administrative Items

A. Personnel Consent Items

1. Resignations

- a) Randy Chambers, Non-teaching Employee, retirement, eff. 6/1/2023
- b) Austin Hanna, Certified Teacher, eff. 8/21/2023
- c) James Ladrach, Certified Teacher, retirement, eff. 6/1/2023
- d) Kathy Telford, Non-teaching Employee, retirement, eff. 6/1/2023
- e) Kevin Verde, Boys Varsity Asst. Basketball Coach
- f) Mike Moser, Boys Varsity Basketball Coach

2. Employments

a) Administrators

- (1) William DiMascio, Four Cities Compact Director

b) Classified Employees

- (1) Bruce Acker, eff. 3/2/2023
- (2) Jessica Ehrman
- (3) Karen Shultz, eff. 2/21/2023
- (4) Melanie Sindelar, eff. 2/27/2023

c) Classified Substitutes

- (1) Karen Alkyer, eff. 2/21/2023
- (2) William Dean Clark, eff. 3/1/2023
- (3) Brandon Wright

d) Supplemental Contracts

- (1) Dillon Angle, Boys Reserve Tennis Coach, eff. 3/6/2023
- (2) Jason Ball, Asst. Coach, Youth Tennis Camp
- (3) Andy Booth, Camp Director, Lady Grizzlies Basketball Camp
- (4) Jill Carpenter, Isham STEM Club (50%)

- (5) Lucas Daull, Boys Lacrosse Asst. Coach (Volunteer)
- (6) Vicki Fugate, Isham STEM Club (50%)
- (7) Hope Hageman, WMS Girls Track Coach (Volunteer)
- (8) Drew Hassinger, Boys/Girls Varsity Asst. Track Coach (Volunteer)
- (9) Jason Herchek, Varsity Asst. Football Coach, eff. 2/23/2023
- (10) John Hutchinson, Asst. Coach, Youth Tennis Camp
- (11) Cara Johnson, Asst. Coach, Youth Tennis Camp
- (12) Maggie Long, College Student Worker, Lady Grizzlies Basketball Camp
- (13) Kristen Mount, WMS Girls Asst. Track Coach
- (14) Kristy Nichol, Camp Director, Youth Tennis Camp
- (15) Collin Peters, Boys Lacrosse Coach (Volunteer)
- (16) Aaron Rose, Boys Reserve Tennis Coach, eff. 3/6/2023
- (17) Allyson Wines, Varsity Volleyball Coach

e) Athletic Event Workers

Division I Wrestling Sectional Tournament (2/25/2023) at WHS

- Sam Brandenburg, Tournament Manager (\$275)
- John Gramuglia, Asst. Manager (\$100)
- Val Dannemiller, Tickets (\$100)
- Jan Richards, Tickets (\$100)
- Cheryl Miller, Tickets (\$100)
- Mary Linn, Head Table Worker (\$100)
- Mike Kyner, Announcer (\$75)

f) Volunteers

- (1) Christine Chase
- (2) Dan Chase
- (3) Neil Dragovich
- (4) Amber Dudley
- (5) Cori Ehrich
- (6) Steve Garton
- (7) Jill Jones
- (8) Carrie Kerscher
- (9) Maryann Kraus
- (10) Julie Mittleman
- (11) Lisa Muczynski
- (12) Kylene Myers
- (13) Carrie Poetter
- (14) Erica Price
- (15) J. Charles Ross
- (16) Daniel Slife
- (17) Jordan Smith
- (18) Jennifer Steele

- (19) Christopher Varner
- (20) Amanda Williams

g) Concert Event Workers (2/16/2023 Event)

- (1) Pam Csaky
- (2) Danielle Gaugler
- (3) Debbie Lake
- (4) Marta Moore

3. Recommendation to approve unpaid leave for Pam Garens, beginning February 28, 2023, effective through the end of the 2022-2023 school year
4. Recommendation to approve unpaid leave for Carly Willis on May 18, 2023
5. Recommendation to approve unpaid leave for Phil Seenes on May 9, 2023
6. Recommendation to approve unpaid leave for Jeffrey Marini on May 5, 2023

B. Action Consent Items

1. Recommendation to accept the following donations:
 - a) \$500 from Carl T. and Barbara J. Leopold
 - b) \$1,700 from Wadsworth Youth Softball
 - c) \$9,122.66 from the Wadsworth All-Sports Boosters
 - d) Replacement gaga pit from the Overlook PTO, valued at \$1,684
 - e) 1989 Ford Ranger pick-up truck from Linda Sims, valued at \$3,000
 - f) \$1,000 from the Columbus Foundation (Seibert Keck)
2. Recommendation to approve the following overnight trips:
 - a) Varsity football team, varsity cheerleading team and the high school marching band to Fort Hill High School in Maryland, leaving October 13 and returning October 14, 2023
 - b) Varsity wrestling team to Columbus, OH, leaving March 9 and returning March 12, 2023
 - c) Speech & debate team members to Phoenix/Mesa, Arizona June 10-17, 2023
3. Recommendation to approve a second reading and adoption of the following revised Wadsworth City School District Board of Education policies:
 - a) 6423, Use of Credit Cards
 - b) 8640, Transportation for Field and Other District-Sponsored Trips
 - c) 8651, Nonroutine Use of School Buses

4. Recommendation to approve the Agreement for Excess Cost for Children with Disabilities Pursuant to Sections 3313.981 O.R.C., 3323.14 O.R.C., and Rule 3301-48-02(F) between the Midview Local School District Board of Education and Wadsworth City Schools, effective 1/7/2023
5. Recommendation to approve the Terms of Engagement between Julian & Grube and the Wadsworth City School District Board of Education
6. 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, 2023 through June 30, 2026
7. 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, 2023 through June 30, 2026
8. Recommendation to approve the Wetland Credit Purchase Agreement between EIP III Credit Co., LLC and the Wadsworth City School District Board of Education, effective February 24, 2023
9. Recommendation to approve the Memorandum of Understanding for College Credit Plus between Stark State College and the Wadsworth City School District Board of Education for the 2023-2024 school year
10. Recommendation to approve the Professional Services Agreement between Transfinder and the Wadsworth City School District Board of Education
11. Recommendation to approve the Memorandum of Understanding for the Hosting of Student Teachers between the College of Wooster and the Wadsworth City School District Board of Education
12. Recommendation to accept the Resolution Approving the Government Entity Settlement Documents: Upon review and consideration of the (1) informed consent packet provided by Milestone Pathway, (2) settlement offer letter for Government Entity Claims against JUUL Labs, Inc. ("Settlement Offer Letter"), (3) government entity release of all claims, and (4) description of confidential settlement agreement between JUUL Labs, Inc. and settling government entity plaintiffs ("Description of Settlement Agreement"), the Board hereby agrees to both the Settlement Offer Letter and Description of Settlement Agreement as presented and authorizes/directs the President, Superintendent/CEO, and Treasurer/CFO to execute the same on behalf of the Board pursuant to the instant resolution.

13. Recommendation to approve the Puffs Music License
14. Recommendation to authorize the Ohio Schools Council to advertise and receive bids on behalf of the Wadsworth City School District Board of Education for the purchase of five (5) seventy-two (72)-passenger conventional (gas) school bus chassis and bodies and one (1) seventy-two (72)-passenger SPN conventional (gas) bus chassis and body
15. Recommendation to approve a first reading of the following Wadsworth City School District Board of Education policies:
 - a) 1615, Tobacco Use Prevention (new)
 - b) 2114, Meeting State Performance Indicators (revised)
 - c) 2271, College Credit Plus Program (revised)
 - d) 2412, Homebound Instruction Program (revised)
 - e) 3215, Tobacco Use Prevention (revised)
 - f) 4215, Tobacco Use Prevention (revised)
 - g) 5310, Health Services (revised)
 - h) 5460, Graduation Requirements (revised)
 - i) 5512, Tobacco Use Prevention (revised)
 - j) 5512.01, Random Alcohol, Drug and Nicotine Testing of Wadsworth City School District Students (revised)
 - k) 5610, Removal, Suspension, Expulsion, and Permanent Exclusion of Students (revised)
 - l) 6325, Procurement - Federal Grants/Funds (revised)
 - m) 7434, Tobacco Use Prevention (revised)
 - n) 7540, Technology (revised)
 - o) 7540.01, Technology Privacy (revised)
 - p) 7540.02, Web Accessibility, Content, Apps, and Services (revised)
 - q) 7540.03, Student Technology Acceptable Use and Safety (revised)
 - r) 7540.04, Staff Technology Acceptable Use and Safety (revised)
 - s) 8300, Continuity of Organizational Operations Plan (revised)
 - t) 8305, Information Security (revised)
 - u) 8315, Information Management (revised)
 - v) 8400, School Safety (revised)
 - w) 8420, Emergency Situations at Schools (revised)
 - x) 8462, Student Abuse and Neglect (revised)
 - y) 9160, Public Attendance at School Events (revised)
16. Recommendation to approve the 2023 High School/Middle School Soccer Assigning Contract
17. Recommendation to approve the Group Leader Agreement between Bob Rogers Travel and the Wadsworth City School District Board of Education
18. Recommendation to approve the Agreement between Bob Rogers Travel and the Wadsworth City School District Board of Education

C. Action Items

1. Recommendation to approve the revisions to the following school year calendars:
 - a) 2023-2024
 - b) 2024-2025
2. Recommendation to approve the Memorandum of Understanding between the Wadsworth Education Association and the Wadsworth City School District Board of Education
3. Recommendation to approve the following Memorandums of Understanding between the Wadsworth Educational Support Personnel Association OEA/NEA and the Wadsworth City School District Board of Education:
 - a) Sick Leave Pool
 - b) Stacking Jobs for Eligibility for Group Insurance

IX. Items of the Treasurer

A. Action Consent Items

1. Recommendation to adopt a resolution to accept the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the Medina County Auditor
2. Recommendation to accept the February 2023 financial reports as presented and subject to audit

X. Legislative Update

XI. Board Member Items

XII. 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 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, A7 and E** as listed above.

XIII. 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.

**WADSWORTH CITY SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Stated Meeting
March 13, 2023**

Agenda Detail Sheet

VI. Administrative Discussion Items, Presentations, and Updates

- E. Intradistrict Open Enrollment Process for the 2023-2024 School Year:** Intradistrict open enrollment applications for the 2023-2024 school year will be accepted between March 15-31, 2023. To learn more about the process and to find the application, click [here](#). There will be a meeting on March 13, 2023 at 6:00 p.m. for parent/guardian(s) interested in learning more about the intradistrict open enrollment process. The meeting will be held in the Wadsworth High School Media Center (625 Broad Street).
- F. Incoming Kindergarten Student Registration for the 2023-2024 School Year:** Kindergarten registration for the 2023-2024 school year is open. You can register by clicking [here](#).
- G. Strategic Plan 2021-2025 Update:** You can read about the progress being made toward the goals outlined in our Strategic Plan 2021-2025 by clicking [here](#).

VIII. Administrative Items

A. Personnel Consent Items

1. Employments

a) Administrators

- (1) William DiMascio:** Mr. DiMascio is being recommended to fill the Director of the Four Cities Compact position, effective July 1, 2023. The position is open due to Mr. Roger Wright's retirement, effective July 1, 2023.

b) Classified Employees

- (1) Bruce Acker:** Mr. Acker is being recommended to fill the custodial float position left open when Ms. Ariel Watson moved to another position within our school district.

- (2) **Jessica Ehrman:** Ms. Ehrman is being recommended to fill the student attendant float position left open when Ms. Sage Gowdy moved to another position within our school district.
- (3) **Karen Shultz:** Ms. Shultz is being recommended to fill the Lincoln Elementary School classroom playground aide position which was left open when Ms. Carol Jordan accepted another position within the district.
- (4) **Melanie Sindelar:** Ms. Sindelar is being recommended to fill the middle school cafeteria helper position left open when Ms. Vickie Edmister resigned.

B. Action Consent Items

- 3. **Board of Education Policy Revisions:** The revisions being recommended for a second reading and adoption align the policies with Ohio Administrative Code (Policies 8640, 8651) and best practice (Policy 6423).
- 5. **Julian & Grube Agreement:** The Terms of Engagement between Julian & Grube and the Wadsworth City School District Board of Education being recommended for approval detail the audit of the Medicaid School Program that they will complete for our school district for the periods of July 1, 2023 through June 20, 2024 and July 1, 2024 through June 30, 2025.
- 6. **Wadsworth Educational Support Personnel Association OEA/NEA (WESPA) *Collective Bargaining Agreement:*** A summary of the changes found in The *Collective Bargaining Agreement* between the Wadsworth Educational Support Personnel Association OEA/NEA (WESPA) and the Wadsworth City School District Board of Education for the period of July 1, 2023 through June 30, 2026 being recommended for approval can be found in the supporting documents to this agenda. The new *Collective Bargaining Agreement* is the result of the recent collective bargaining process, and the Agreement has been approved by WESPA members.
- 7. **Wadsworth Education Association (WEA) *Negotiated Agreement:*** A summary of the changes found in the *Negotiated Agreement* between the Wadsworth Education Association and the Wadsworth City School District Board of Education for the period of July 1, 2023 through June 30, 2026 being recommended for approval can be found in the supporting documents to this agenda. The new *Negotiated Agreement* is the result of the recent collective bargaining process, and the Agreement has been approved by WEA members.

8. **EIP III Credit Co., LLC Agreement:** The Wetland Credit Purchase Agreement between EIP III Credit Co., LLC and the Wadsworth City School District Board of Education, effective February 24, 2023, being recommended for approval is necessary for the removal of the 0.14 acre wetland area recently found on the new intermediate school construction site.
9. **Stark State University Memorandum of Understanding:** The Memorandum of Understanding for College Credit Plus between Stark State College and the Wadsworth City School District Board of Education for the 2023-2024 school year being recommended for approval details the responsibilities of each party.
10. **Transfinder Agreement:** The Professional Services Agreement between Transfinder and the Wadsworth City School District Board of Education being recommended for approval will allow personnel at Transfinder to assist our Transportation Supervisor, Mrs. Jessy Widmer, in refining our bus routes to be more efficient. In particular, the work will focus on the possibility of eliminating, or, at minimum, reducing, the number of buses that need to go to the elementary transfer point each day. The work will also analyze routes to assist with changes in start times at some non-public schools that we are required to provide transportation to.
11. **College of Wooster Memorandum of Understanding:** The Memorandum of Understanding for the Hosting of Student Teachers between the College of Wooster and the Wadsworth City School District Board of Education being recommended for approval details the responsibilities of each party.
12. **JUUL Labs, Inc. Settlement Offer:** The Settlement Offer for Government Entity Claims Against JUUL Labs, Inc. being recommended for acceptance is to resolve our Government Entity claims against JUUL Labs, Inc. Attorney fees, case costs, and the court-ordered Common Benefit Expense will be deducted from the gross settlement offer. This is the result of resolutions the Board of Education passed on December 14, 2020 that allowed our school district to join a mass-action lawsuit against JUUL Labs, Inc.
13. **Puffs Music License:** The Puffs Music License being recommended for approval is necessary for an upcoming drama department production.
14. **School Bus Bidding through the Ohio Schools Council:** The recommendation to authorize the Ohio Schools Council to advertise and receive bids on behalf of the Wadsworth City School District Board of Education for the purchase of five (5) seventy-two (72)-passenger conventional (gas) school bus chassis and bodies and one (1) seventy-two (72)-passenger SPN (wheelchair lift) conventional (gas) bus chassis and body expedites the purchase of buses based upon the cost to maintain some of our

current fleet; but over the course of three (3) years, we would stay within the three (3) buses per year, or nine (9) total purchased, that is currently in our five (5) year financial forecast.

- 15. First Reading of Board of Education Policies:** The Board of Education policies being recommended for a first reading align our policies with changes in Ohio Revised Code and/or best practice, as recommended by our policy provider, NEOLA. The following provides additional detail on the suggested changes to some of the policies:

- Policy 5512.01, Random Alcohol, Drug and Nicotine Testing of Wadsworth City School District Students: This policy is being recommended for revision based upon feedback from our high school administrators. The policy revision aligns a first offense for nicotine with how we handle nicotine offenses outside of this policy at the high school.
- Policy 5460, Graduation Requirements: While this policy contains revisions suggested by NEOLA, it also contains the addition of the ten (10) service hours requirement for graduation. While this requirement has been in place for years, it is not currently found in the Board policy.

In addition, some of the policy revisions also require a revision to the applicable administrative guideline(s). The guidelines that have been revised are listed below. Administrative guidelines do not require official Board of Education approval.

Administrative Guidelines

2271, College Credit Plus Program (revised)
8305, Collection, Classification, Retention, Access, and Security of District Data/Information (revised)
8305A, Information Security Responsibilities (revised)
8305B, Cybersecurity Incident Management (revised)
8305C, Notification Cybersecurity Incident (revised)

- 16. Soccer Assigning Contract:** The 2023 High School/Middle School Soccer Assigning Contract being recommended for approval details procedures and pays for the assignor of officials and officials for the 2023 high school boys and girls soccer season.
- 17. Bob Rogers Travel Group Leader Agreement:** The Group Leader Agreement between Bob Rogers Travel and the Wadsworth City School District Board of Education being recommended for approval designates the group leaders for the high school choir trip to Chicago, Illinois on November 2-5, 2023. The Board of Education previously approved the trip on December 12, 2022.
- 18. Bob Rogers Travel Agreement:** The Agreement between Bob Rogers Travel and the Wadsworth City School District Board of Education being recommended for approval is necessary for the high school choir trip to Chicago, Illinois on November 2-5, 2023. The Board of Education previously approved the trip on December 12, 2022.

C. Action Items

- 1. School Year Calendar Revisions:** The recommendation to approve the revisions to the 2023-2024 and 2024-2025 school year calendars aligns the calendars with recent changes made in the *Negotiated Agreement* between the Wadsworth Education Association and the Wadsworth City School District Board of Education, in effect from July 1, 2023 through June 30, 2026. In particular, the professional development day scheduled in January of each of the said school years will become a records day for employees, and the date for the records day has been determined by the School Calendar Committee, as follows:

<u>School Year</u>	<u>Current Professional Development Date</u>	<u>New Records Day Date</u>
2023-2024	Friday, January 12, 2024	Friday, January 12, 2024
2024-2025	Friday, January 10, 2025	Monday, January 6, 2025

- 2. Wadsworth Education Association Memorandum of Understanding:** The Memorandum of Understanding between the Wadsworth Education Association and the Wadsworth City School District Board of Education being recommended for approval allows for bargaining unit members planning time to be altered at Central Intermediate School due to a modified schedule for the remainder of the 2023-2024 school year. The language in the memorandum of understanding is consistent with language found in the *Negotiated Agreement* that begins on July 1, 2023.
- 3. Wadsworth Educational Support Personnel Association OEA/NEA Memorandums of Understanding:** Details on the Memorandums of Understanding between the Wadsworth Educational Support Personnel Association OEA/NEA and the Wadsworth City School District Board of Education being recommended for approval are below.
 - a) Sick Leave Pool:** This memorandum of understanding allows bargaining unit members to donate to the sick leave pool for the current school year by March 31, 2023.
 - b) Stacking Jobs for Eligibility for Group Insurance:** This memorandum of understanding (MOU) extends from July 1, 2023 through June 30, 2026, the length of the new *Collective Bargaining Agreement*, a change that our Board initially approved through a MOU on March 31, 2022 and that was set to expire on July 1, 2023.

The MOU allows for hours worked in an additional job outside of the member's current job classification to count toward calculating the one thousand two hundred fifty (1,250) hours required to be a full-time employee, thus making members in this situation eligible for the Group

Insurance detailed in Article VII. The current economic environment is making it difficult to not only find new classified employees but to keep those we currently have. We believe that the MOU being recommended for approval will continue to help us address our shortage of support staff personnel in the following ways:

- (1) To retain employees by investing in them;
- (2) To attract current, part-time employees to add an additional job;
and
- (3) To attract new employees.

RECORD OF PROCEEDINGS

WADSWORTH CITY BOARD OF EDUCATION

Minutes of Regular Meeting

Date: February 13, 2023

The Wadsworth City Board of Education met in Regular Session on Monday, February 13, 2023, at 7:00 P.M at James R. McIlvaine Performing Arts Center, 625 Broad Street.

ROLL CALL

Present	Batey, McComas, Kramer, Stevens
Absent	Gordon (arrived at 7:15)
Administrators	15
Staff	8
Visitors	46

Student Liaison: Colin Moore

23-02-20 APPROVAL OF BOARD MINUTES

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

Special Meeting January 24, 2023

VOTE: Yea - McComas, Kramer, Stevens, Batey
 Nay - None

Motion Carried,

STUDENT/STAFF RECOGNITION

A. January Students of the Month

Student	Grade	School
Cassidy Martin	4	Franklin Elementary
Caden Milford	4	Isham Elementary
Owen Rohrer	4	Lincoln Elementary
Ella Richardson	4	Overlook Elementary
* Elise Klancer (January)	4	Overlook Elementary
Paige McKenzie	4	Valley View Elementary
Hannah Watson	5	Central Intermediate
Athena Craig	8	WMS
Payton Fox	11	WHS Career Technical
Molly Kubilus	12	WHS

RECORD OF PROCEEDINGS

WADSWORTH CITY BOARD OF EDUCATION

Minutes of Regular Meeting

Date: February 13, 2023

ADMINISTRATIVE DISCUSSION ITEMS, PRESENTATIONS AND UPDATES

- A. Presentation by Joyce Walker, Jennifer Thomas, Steve Moore, Doug Beeman, and Andy Hill: Proposal to Open an Alternative School.
- B. Incoming Kindergarten Parent/Guardian Meeting.
- C. New Intermediate School Construction and Budget Update.
- D. Varsity Football Academic All Ohio Award.

PUBLIC PARTICIPATION

ADMINISTRATIVE ITEMS

23-02-21 Upon the recommendation of Superintendent Hill, the motion was made by **Kramer**, seconded by **McComas**, to adopt the Personnel Consent Items from the February 13, 2023, Regular Meeting, as presented:

A. **PERSONNEL CONSENT ITEMS**

1. Resignations

- | | | | |
|----|-----------------|---------------------------|-------------------|
| a) | Madison Butler | Varsity Girls' Golf Coach | |
| b) | Vickie Edmister | Non-Teaching Employee | (eff. 01/29/23) |
| c) | Jill Peterson | Salary Exempt Employee | (retire 01/01/24) |
| d) | Tamara Stiver | Certified Teacher | (retire 06/01/23) |

2. Employments

a) Certified Substitutes

Leslie North
Karen Moore
Christopher Kallai, Sr.

b) Classified Substitutes

Dawn Madl
Sam Sheronovich
Justin Stiner

(eff. 02/08/23)

RECORD OF PROCEEDINGS

WADSWORTH CITY BOARD OF EDUCATION

Minutes of Regular Meeting

Date: February 13, 2023

c) Supplemental Contracts

Jason Ball	Boys' Tennis Coach (Vol.)
Michelle Cole	Princess or Prince for the Day Worker
Eric England	WMS Boys' Asst. Track Coach
Charles Hamilton	Summer School Teacher (Government)
Austin Hanna	Boys Asst. Tennis Coach (Vol.)
Matt Hulme	WMS Boys' Asst. Track Coach
Cara Johnson	Boys Tennis Coach (Vol.)
Michelle Minick	WMS Girls' Asst. Track Coach
Kristen Mount	WMS Girls' Asst. Track Coach
Allison Romano	Summer School Teacher (CAC)
Dennis Schrock	Summer School Teacher (Economics)
Kip Shipley	WMS Girls' Head Track Coach (50%)
Christopher Steele	Varsity Asst. Bowling Coach (Vol.)
Kevin Williams	WMS Girls' Head Track Coach (50%)
Tim Yoder	WMS Boys' Head Track Coach

d) Orton-Gillingham Trainees (to be paid \$525)

Mallory Adams
Lori Barnes
Camdyn Brady
Lisa Bressler
Rebeka Chaney (sub)
Kelly Cossey
Nicole Daniel
Shannon Fisher
Krista Goble
Holly Gotthardt
Vicki Griffin
Michelle Hevener
Matt Hulme
Eric Kachline
Bethany Kovacevich
Kelly Laib
Brian Lenox
Jill Likens
Sarah Maxon
Megan Mong
Hannah Myers
Natalie Roma
Ann Marie Stiver
Emily Triplett
Kimberly Whitmire

RECORD OF PROCEEDINGS

WADSWORTH CITY BOARD OF EDUCATION

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e) Home Instructors

Heather Cheslock	(eff. 01/30/23)
Abby Elliott	(eff. 01/30/23)
Kim Leonard	(eff. 01/30/23)
Hannah Mashek	

f) Volunteers

Farrah Allen
Justin James
Rachel James
Jessica Parsons
Rex Slee

3. Recommendation to approve unpaid leave for Abbey Pecnik for April 24 and 25, 2023.

4. Recommendation to approve unpaid leave for Christine Thoma from February 13, 2023 through the end of the 2022-2023 school year.

5. WHS Formal Dance Monitors (\$50)

- a) Jackie Knorr
- b) Dave Derrig
- c) Tina Vukovic
- d) Danielle Gaugler
- e) Chuck Hamilton
- f) Debbie Lake

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

Motion Carried,

23-02-22 Upon the recommendation of Superintendent Hill, the motion was made by **Gordon**, seconded by **Batey**, to adopt the Action Consent Items from the February 13, 2023, Regular Meeting, as presented:

B. ACTION CONSENT ITEMS

- 1. Recommendation to add Emilee Knox to the list of 2022 graduates, having met all state and local requirements.

RECORD OF PROCEEDINGS

WADSWORTH CITY BOARD OF EDUCATION

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Date: February 13, 2023

2. Recommendation to accept the following donations:

- | | | |
|----|---|--|
| a) | Luke Foundation | \$1,806.47 |
| b) | Soprema Roofing and Waterproofing | Science equipment & materials (valued at \$2,639.08) |
| c) | Wadsworth All-Sports Boosters | \$4,390.00 |
| d) | Harold Lee Carder | Mini lathe |
| e) | Charities Aid Foundation America
(as recommended by Parker Hannifin) | \$1,500.00 |

3. Recommendation to approve the following overnight field trips:

- a) Business Marketing students to the DECA State Competition in Columbus, OH on March 10 and 11, 2023.
- b) Advancement to Nursing and Fire Safety/EMT students to the HOSA State Competition in Columbus, OH on March 16 and 17, 2023.
- c) Marketing students to the DECA national competition in Orlando, FL on April 22-25, 2023 (attending students contingent on DECA State Competition results).
- d) Advancement to Nursing, Automotive Technologies, Criminal Science Technology, Engineering Design & Technology, Fire Safety/EMT, Masonry/Building Trades students to the SkillsUSA Championship in Columbus, OH on April 25 and 26, 2023. (Programs and students attending will depend on regional competition winners and competitions that are direct to state.)
- e) First place winners from the SkillsUSA Championship in Columbus, OH to the SkillsUSA National Competition in Atlanta, GA on June 19-23, 2023.
- f) Advancement to Nursing and Fire Safety/EMT students to the HOSA National Competition in Dallas, TX on June 21-24, 2023 (attending students contingent on HOSA State Competition results).
- g) Varsity Boys' and Girls' Swim Teams to Bowling Green, OH on February 17, 2023, returning February 18, 2023.

4. Recommendation to approve the 2024-2027 Girls Lacrosse Officials Assignor Contract between Todd Shapiro and the Wadsworth City School District. **(ATTACHED)**

RECORD OF PROCEEDINGS

WADSWORTH CITY BOARD OF EDUCATION

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5. Recommendation to approve the Agreement for Admission for Tuition Pupils Pursuant to Sections 3327.04, 3327.06, 3323.14, 3317.08, and 3313.841 O.R.C. with the Bedford City School District for the 2022-2023 school year. **(ATTACHED)**
6. Recommendation to approve the Board of Education/Governing Board Resolution Authorizing 2023-2024 Membership in the Ohio High School Athletic Association. **(ATTACHED)**
7. Recommendation to approve the Agreement between Red Oak Behavioral Health and the Wadsworth City School District Board of Education, for the period of February 13, 2023 through May 31, 2023. **(ATTACHED)**
8. Recommendation to approve the Ohio Schools Council Governance Policy Change Resolution. **(ATTACHED)**
9. Recommendation to approve the M.A.P.S.T.A.R.T. Agreement between Windfall Industries and the Wadsworth City School District Board of Education for the period of July 1, 2023 through June 30, 2024. **(ATTACHED)**
10. Recommendation to approve the Job Coaching Agreement between Windfall Industries and the Wadsworth City School District Board of Education for the period of July 1, 2023 through June 30, 2024. **(ATTACHED)**
11. Recommendation to approve the Agreement to Borrow Equipment - Release of Liability between Adaptive Sports Ohio and the Wadsworth City School District Board of Education. **(ATTACHED)**
12. Recommendation to approve the Education Affiliation Agreement between Western Governors University and the Wadsworth City School District Board of Education. **(ATTACHED)**
13. Recommendation to approve the College Credit Plus and MyUniversity Guarantee Memorandum of Understanding between Lorain County Community College and the Wadsworth City School District Board of Education for the period of July 1, 2023 through June 30, 2024. **(ATTACHED)**
14. Recommendation to approve the Memorandum of Understanding between the University of Akron and the Wadsworth City School District Board of Education for the 2023-2024 academic school year. **(ATTACHED)**
15. Recommendation to approve the Agreement between LED Executive Services and the Wadsworth City School District Board of Education. **(ATTACHED)**

RECORD OF PROCEEDINGS

WADSWORTH CITY BOARD OF EDUCATION

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Date: February 13, 2023

16. Recommendation to approve the SchoolLinks Terms of Use, Terms and Conditions, and Privacy Policy. **(ATTACHED)**
17. Recommendation to approve the Service Agreement Amendment between the Educational Service Center of Medina County and the Wadsworth City School District Board of Education. **(ATTACHED)**
18. Recommendation to approve the Agreement between Nightfall Entertainment, LLC and the Wadsworth City School District Board of Education. **(ATTACHED)**
19. Recommendation to approve the revised Independent Contractor Agreement for STRS/SERS Covered Services between Susan Jamison and the Wadsworth City School District Board of Education for the period of January 4, 2023 through July 31, 2023. **(ATTACHED)**
20. Recommendation to approve a first reading of the following revised Wadsworth City School District Board of Education policies:
 - a) 6423 Use of Credit Cards
 - b) 8640 Transportation for Field and Other District-Sponsored Trips
 - c) 8651 Non-Routine Use of School Buses
21. Recommendation to set the Substitute Speech and Language Pathologist (SLP) rate of pay at the hourly rate of BA-1 found in the *Negotiated Agreement* between the Wadsworth Education Association and the Wadsworth City School District Board of Education.
22. Recommendation to approve the Field Experience & Student Teaching Agreement between the Kent State University College of Education, Health and Human Services and the Wadsworth City School District Board of Education. **(ATTACHED)**
23. Recommendation to approve the Agreement between Candle Coach, LLC and the Wadsworth City School District Board of Education. **(ATTACHED)**
24. Recommendation to approve the Efficiency Smart Incentive Agreement. **(ATTACHED)**
25. Recommendation to approve a Resolution requesting the Medina County Budget Commission to Approve a Transfer of Funds Pursuant to Section 5705.14(C)(2) of the Revised Code and Approving Related Matters. **(ATTACHED)**

RECORD OF PROCEEDINGS

WADSWORTH CITY BOARD OF EDUCATION

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Date: February 13, 2023

26. Recommendation to approve the College Credit Plus Memorandum of Understanding School Year 2023-2024 between Kent State University and the Wadsworth City School District Board of Education. **(ATTACHED)**
27. Recommendation to approve the revised 2022-2023 school year calendar.
28. Recommendation to approve the Siteimprove Subscription Agreement for the period of February 16, 2023 through February 15, 2026. **(ATTACHED)**

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

Motion Carried,

ITEMS OF THE TREASURER

23-02-23 Upon the recommendation of Treasurer Beeman, the motion was made by **McComas**, seconded by **Batey**, to adopt the Action Consent Items of the Treasurer from the February 13, 2023, Regular Meeting, as presented:

A. ACTION CONSENT ITEMS

1. Recommendation to approve a commercial card resolution with Huntington National Bank.
2. Recommendation to accept the Calendar Year 2022 credit cards rewards report per Board Policy 6423.
3. Recommendation to accept the December 2022 and January 2023 financial reports as presented and subject to audit.

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

Motion Carried,

LEGISLATIVE UPDATE

KRAMER: Governor DeWine has proposed funding for School Resource Officers and the Fair School Funding Plan, as well as additional money for Career Tech.

Foundation formula guarantee at FY 2021 levels.

SB 17: Free market capitalism classes at the high school level.

SB 29: Modified current student privacy laws.

SB 49: Entitles school employees up to three (3) days off per year for religious expression.

RECORD OF PROCEEDINGS

WADSWORTH CITY BOARD OF EDUCATION

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Date: February 13, 2023

BOARD MEMBER ITEMS

COLIN

MOORE: Representative Sharon Ray has invited him to the State Capital to meet with legislators. He commented that he believes the alternative school would be good for the District.

WHS Updates: Valentine's Day Spirit Week going on this week. Red Ribbon Week focusing on drug awareness is coming soon. Big Brothers and Big Sisters' program is active in the high school. WHS band contests will be commencing in 3 weeks. The choir concert is this Thursday. Drama Dept. held additions today. Commented on the success of the wheelchair basketball team. Swimming had sectionals last week and basketball teams continue to perform well. Twenty-three Speech team members qualified for the State tournament.

JULIE

BATEY: Thanked all the building newsletters. Excited about the Valentine's Day activities happening this week. WMS students completed their WHS scheduling. Grizzly grab and go inventory is getting low and looking for donations. Recognized the first edition of the Tech Department newsletter.

LINDA

KRAMER: Announced staff appreciation lunches are ongoing and appreciates of all the Board members for participating in the staff lunches with special recognition to Julie Batey. Recognized Joey Baughman who was at the Grizzly Invitational and announced that he is going to Italy to play football.

GARY

MCCOMAS: Best of luck to winter sports in tournament action. Special recognition to all of the students of the month.

AMANDA

GORDON: Recognized Phil Luthman and Beth Beal for the tech night for parents a few weeks ago. Special recognition to our counselors. Excited about wrapping kindness and Spirit Week together. Congratulated the WHS band for their performances as solo and ensembles.

JILL

STEVENS: Thanked all the schools for the notes and signs for Board member appreciation week. Thanked Roger Wright for inviting the Board to Barberton HS to see their programs. Best of luck to the swimming team this weekend at districts.

RECORD OF PROCEEDINGS

WADSWORTH CITY BOARD OF EDUCATION

Minutes of Regular Meeting

Date: February 13, 2023

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.

RECORD OF PROCEEDINGS

WADSWORTH CITY BOARD OF EDUCATION

Minutes of Regular Meeting

Date: February 13, 2023

EXECUTIVE SESSION

23-02-24 The motion was made by **Gordon**, seconded by **Batey**, to enter Executive Session at **9:06** p.m.

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

Motion Carried,

EXECUTIVE SESSION recessed at **10:32** p.m.

23-02-25 The Board of Education recommended to affirm expulsion.

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

Motion Carried,

23-02-26 The motion was made by **Gordon**, seconded by **McComas**, to enter Executive Session at **10:34** p.m.

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

Motion Carried,

EXECUTIVE SESSION recessed at **11:10** p.m.

ADJOURNMENT

23-02-27 The motion was made by **McComas**, seconded by **Batey**, to adjourn at **11:10** p.m.

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

Motion Carried,

(Signed) _____
Jill Stevens, President

(Attested) _____
Douglas D. Beeman, Treasurer

WADSWORTH CITY SCHOOLS | 2025-2026 CALENDAR

<table><tr><th colspan="7">AUGUST 2025</th></tr><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr><tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr><tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr><tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr><tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr><tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>	AUGUST 2025							S	M	T	W	Th	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							18 No School (Teacher Workday)	16 No School (President's Day)	<table><tr><th colspan="7">FEBRUARY 2026</th></tr><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr><tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr><tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr><tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr></table>	FEBRUARY 2026							S	M	T	W	Th	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
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Strategic Plan 2021-2025 Update: An update on our progress toward the goals outlined in our [Strategic Plan 2021-2025](#) is provided below.

<u>Area:</u> Curriculum/ Instruction/ Assessment	<u>Goal</u> 1. Enhance the high school course and pathway for students who are non-college and non-career technical education bound	<u>Update:</u> The first action item in the process was the creation of Opportunity School, which began in the 2021-2022 school year. The pathway is fully implemented, starting with the 2022-2023 school year. Included in the pathway is the opportunity for students to earn high school credit while working. We continue to work with area businesses to create partnerships to allow employment opportunities for our students.
Curriculum/ Instruction/ Assessment	2. Explore ways to enhance gifted services at the K-4 level	The gifted teacher at the K-4 level has been moved from part-time to full-time, beginning in the 2021-2022 school year.
Curriculum/ Instruction/ Assessment	3. Enhance curriculum alignment between general education and special education for students who require curriculum-based support, per their individual education program	Our Director of Student Services and Director of Instruction and Professional Development are leading the work in this area. The curriculum currently in place has been reviewed and curricular programs that provide enhanced alignment are being researched.
Curriculum/ Instruction/ Assessment	4. Evaluate ways to enhance social and emotional learning within our school district	The Academic Council and school counselors spent the 2021-2022 school year working through the evaluation process. Building upon the work completed during the 2021-2022 school year, a committee focusing on the review of social and emotional learning materials began in the fall of 2022 with the goal of making recommendations to the board of education in the spring of 2023.
Curriculum/ Instruction/ Assessment	5. Evaluate requiring all students to take an online class prior to graduation	The High School Academic Council discussed this idea and decided to not recommend this requirement.

Curriculum/ Instruction/ Assessment	6. Explore how to expand our word languages program to students in grades K-12	The District-Level Academic Council has been focusing their work on this goal during the 2022-2023 school year. The goal is for recommendations to be made to the board of education in the spring of 2023. The 2022-2023 meeting minutes can be viewed by clicking here .
Curriculum/ Instruction/ Assessment	7. Explore adding a program to the Four Cities Compact offerings available at Wadsworth High School	Students in grades 7-10 at Barberton, Copley, Norton and Wadsworth were surveyed to determine their interest in different career options. After a review of the survey results and conversation, Diversified Medical Technologies was added to the Wadsworth City School District Four Cities Compact program offerings, starting in the 2022-2023 school year.
Diversity and Inclusion	1. Work with the Diversity and Inclusion Committee to create recommendations and implement practices that enhance diversity and inclusion	The Diversity and Inclusion Committee met for the first time on October 26, 2020. The committee has met a total of eleven (11) times. Meeting minutes, meeting videos, and supporting materials can be found by clicking here .
Facilities/ Safety/ Security/ Transportation	1. Build a new Central Intermediate School	In January of 2021, Holabird & Root/bshn Architects, Inc. were selected for the potential Central Intermediate School project. Since this time, design work has been completed. In addition, property was purchased (649, 659 and 691 Broad St.) for the location of the new school building. In November of 2021, the community approved a combination bond issue and operating levy, which will allow for the construction of the new intermediate school. On March 14, 2022, the board of education selected Hammond Construction as the Construction Manager At-Risk for the project. The schematic design and design development phases have concluded, and the project is moving toward the first round of bidding, which is anticipated to occur later this spring. Ground breaking is anticipated to occur in the summer of 2023, and the construction process is scheduled to take twenty-four (24) months.

Facilities/ Safety/ Security/ Transportation	2. Evaluate and upgrade safety and security measures as needed	Work in this area is ongoing. Safety plans for each school building were reviewed, updated, and submitted to the State of Ohio for approval in late 2021.
Facilities/ Safety/ Security/ Transportation	3. Maintain our buildings and enhance the look of our grounds while remaining within our budget	Work in this area is ongoing. The projects listed in the appendices of the Strategic Plan are under way.
Facilities/ Safety/ Security/ Transportation	4. Maintain our transportation fleet	Work in this area is ongoing. The board of education has budgeted for the replacement of three (3) buses per year in its financial forecast.
Faculty/Staff/ Student Personnel	1. Continue to attract and retain top quality faculty and staff	Action Step (A): We continue to evaluate what we offer our faculty and staff in comparison to similar school districts. Action Step (B): We continue to offer professional development opportunities throughout the year, including adding professional development days throughout the year for our staff. In addition, a climate/culture survey was introduced to staff during the 2016-2017 school year and has been used each school year, with the exception of the 2021-2022 school year. The 2022-2023 survey summary of results can be viewed by clicking here. The board of education and administration have used the survey results to guide employee needs and changes in the way we operate and/or programs we offer.
Faculty/Staff/ Student Personnel	2. Align staffing levels to areas of greatest need	Each year two (2) documents are created that guide the alignment of our staff to areas of greatest need. The documents are the Staffing Analysis and the Class Size and Enrollment Projection Analysis .
Finance	1. Maintain financial credibility	Action Step (A): Twice a year our treasurer recommends board approval of our five (5)-year financial forecast. The current forecast can be found by clicking here. Action Step (B): Each year our district goes through an audit process, as required by law. In recent years, this audit process has been completed by the Auditor of State's Office. Our Treasurer's

		Office has received the Auditor of State award a number of years for their exemplary financial reporting. Audit results can be found by clicking here. Action Step (C): The Treasurer's Office has provided updates to our board and community through a variety of methods, including our website (click here) and our annual State of Our Schools address. Action Step (D): The benchmark reports through the Ohio Department of Education can be found by clicking here.
Finance	2. Continue to evaluate all areas of operation for cost saving measures	Action Steps (A)-(B): We continue to address cost containment, efficiency and value by receiving multiple quotes for work that needs to be completed and through participation in purchasing groups. Staffing levels are continually evaluated to make sure they align with district needs.
Finance	3. Evaluate funding ballot initiatives for both the potential Central Intermediate School project and operating funds	The board of education placed a combination bond issue/operating levy on the November 2021 ballot, and the combination issue was approved.
School/ Community Relations	1. Continue to have a strong presence in community-related organizations	District personnel continue to be involved in many community organizations. In many cases, district personnel sit on the boards of the community organizations.
School/ Community Relations	2. Ensure that our district website is current at all times	This is an ongoing project, and improvement in this area is needed. The district is in the process of transitioning from the current website to a new look, with the goal to be more user friendly.
Technology	Infrastructure 2. Install new networking switches	The new networking switches were installed in the summer of 2022.
Technology	Infrastructure 3. Replace the classroom sound system at Isham, Overlook and Valley View Elementary	A replacement solution was identified and installed.

	Schools, and Wadsworth High School	
Technology	Infrastructure 4. Explore the feasibility of installing an access control system at Franklin Elementary School, Lincoln Elementary School, Central Intermediate School, Wadsworth Middle School, and Wadsworth High School	The access control system plan is in the final stages of being installed in all buildings listed in the goal except for Central Intermediate School. It is anticipated that the system will be fully functional at each location by the end of April 2023.
Technology	Infrastructure 5. Replace batteries in the uninterruptible power supply	The work on this goal is ongoing.
Technology	Classroom Technology 1. Replace the remaining Starboards, projectors and Promethean Boards with Clevertouch or better	The work on this goal is ongoing.
Technology	Classroom Technology, 2. Purchase iPad carts for art and music classrooms	The work on this goal is ongoing.
Technology	Classroom Instruction 1. Explore the concept of adding a technology integration specialist position(s)	The Technology Committee created the Technology Integration Specialist job description, which was approved by the board of education on March 14, 2022. A Technology Integration Specialist was hired for the preschool through sixth grade levels, starting in the 2022-2023 school year. The goal is to add a second Technology Integration Specialist to focus on seventh through twelfth grade at some point in the near future.
Technology	Classroom Instruction 2. Explore the concept of paying for certified staff to become Google Certified	The Technology Committee will be discussing this idea at future meetings and making a recommendation on how to proceed.

Professional Experience

Lakewood City Schools: Lakewood, Ohio

West Shore Career-Technical District

8/15 - present: Coordinator, Career-Technical Education (CTE)

- ❖ 400+ students/ 37 staff members / 4 districts
- ❖ 13 technical skill programs
- ❖ 5 job training special education programs
- ❖ Supervision & evaluation of all CTE instructional programs
- ❖ Instructional leader for all CTE employees
- ❖ Foster community outreach & business partnerships
- ❖ Responsible for recruiting, marketing & branding
- ❖ Ensure state & federal compliance
- ❖ Manage all state and federal budgets & expenditures
- ❖ Implemented:
 - Middle school programming within all 4 districts
 - Senior Only Credentialing
 - MAX Teaching Professional Development
- ❖ Developed 2 new programs: Exercise Science & Theatre Arts
- ❖ Embedded programming within a skilled nursing facility
- ❖ Negotiated a new 5-year contract among 4 districts
- ❖ Nominated 2 Ohio Presidential CTE Scholar semi-finalists
- ❖ 2018-2019: Ranked 3 of 89 Ohio CTPDs in technical skill
- ❖ Expanded job training/special education partners

Lakewood High School

8/12 - 8/15 House 1 Principal

- ❖ Comprehensive high school: 1500+ students / 125 staff members
- ❖ Oversaw the academic & disciplinary welfare of 600+ students
- ❖ Conducted OTES evaluations
- ❖ Supervised student activities & clubs + club accounts

Akron Public Schools: Akron, Ohio

Akron Alternative Academy

8/09 - 8/12: Program Manager

- ❖ 300 students / 23 staff members
- ❖ Governed and supervised at-risk high school for APS
- ❖ Procured online curriculum aligned with standards
- ❖ Added full-time guidance counselor
- ❖ Increased student social-emotional supports
- ❖ Developed and implemented a new master schedule

Professional Experience

8/07 - 5/09: Lead Teacher

- ❖ Position akin to an assistant principal
- ❖ Interviewed candidates/families for enrollment
- ❖ Facilitated conflict resolution

8/06 - 6/07: Career-Based Intervention Instructor

- ❖ Managed work-study program for at-risk students

Central-Hower High School

8/04 - 6/06: Career-Based Intervention Instructor

8/01 - 6/04: Social Studies Instructor

- ❖ Department Chairperson
- ❖ Varsity Boys Cross Country Coach

Ellet and East High Schools

8/00 - 6/01: Long-term Substitute Teacher

Other Experience

DeVitis & Sons Italian Market: Akron, Ohio

6/97 - 8/00: Assistant Manager & Salesperson

National Imagery and Mapping Agency: Bethesda, Maryland

1/92 - 6/97: Cartographer, Department of Defense (DoD)

- ❖ Entrusted with top-secret security clearance
- ❖ Evaluated satellite imagery & maps
- ❖ Conducted VIP tours & briefings

Education

Cleveland State University: Cleveland, Ohio

8/18 - 5/20: Superintendent Licensure

Ashland University: Massillon, Ohio

1/04 - 5/09: Principal Licensure, Grades 4-9 and 9-12

Kent State University: Kent, Ohio

6/04 - 5/05: Career-Based Intervention (CBI) Certification

The University of Akron: Akron, Ohio

8/01: MS Secondary Education, Certification Social Studies

5/93: BA Geography with Certificate in Cartography

Evidence of Leadership

2021 - 2022 Ohio ACTE State President
2019 OCTA Spring Conference Breakout Presenter
❖ *“Adding a New Program & Discontinuing a Program”*
2018 - 2019 Ohio CCS State President
2018 OCTA Spring & Fall Conference Breakout Presenter
❖ *“CTE Recruiting Strategies”*
2016 - 2021 OCTA, Executive Board Member
2015 - 2021 Lakewood Chamber of Commerce, Board of Directors
2014 - 2018 Labor Management Team Lakewood City Schools
2015 - 2016 Participant, Byrl R. Shoemaker CTE Institute
2013 - 2014 Participant, First Ring Leadership Academy
2003 - 2004 Teacher of the Year, Central-Hower High School

Memberships

Ohio Association of Secondary School Administrators (OASSA)
National & Ohio Association of Career-Technical Education (ACTE)
Ohio Career-Technical Administrators (OCTA)
Ohio Association of Comprehensive & Compact Career-Technical Schools (CCS)
Member, Saint Francis de Sales Parish
Eagle Scout, Boy Scouts of America

Book	Policy Manual
Section	Ready for Production March 2023
Title	Copy of USE OF CREDIT CARDS
Code	po6423
Status	
Adopted	November 19, 2007
Last Revised	October 10, 2022

6423 - USE OF CREDIT CARDS

The Board of Education recognizes the value of an efficient method of payment and recordkeeping for certain expenses.

The Board, therefore, authorizes the use of District credit cards. The name of the District shall appear on each District credit card and check related to a credit card account held by the District. A "credit card account" shall include any bank-issued credit card account, store-issued credit card account, financial institution-issued credit card account, financial depository-issued credit card account, affinity credit card account, or any other card account allowing the holder to purchase goods or services on credit or otherwise transact with the account, and any debit or gift card account related to the receipt of grant monies. The term expressly excludes any procurement card account, gasoline or telephone credit card account, or any other card account where merchant category codes are in place as a system of control for use of the account.

The authorization, handling and use of credit cards has been established to provide a convenient and efficient means to purchase goods and services from vendors. Credit cards, however, shall not be used in order to circumvent the general purchasing procedures established by State law and Board policy. The Board affirms that credit cards shall only be used in connection with Board-approved or school-related activities and that only those types of expenses that are for the benefit of the District and serve a valid and proper public purpose shall be paid for by credit card. However, under no circumstances shall credit cards be used for personal purchases or the purchase of alcoholic beverages regardless of whether the purchase of such beverages is made in connection with a meal. Use of credit cards in an unauthorized or illegal manner may result in revocation of credit card privileges, disciplinary action and/or, where appropriate, may require the user to pay any and all inappropriate charges, including finance charges and interest assessed in connection with the purchase. Additionally, any officer or employee of the District who knowingly misuses a credit card account is guilty of the criminal offense of misuse of credit cards. Violations will be reported to the appropriate law enforcement authorities and any applicable licensure board(s).

The Treasurer/Designee shall be responsible for the initial issuance, reissuance, and cancellation of District credit cards and shall maintain written procedures and all appropriate records and reports regarding the District's credit card account(s). Records and reports will be maintained and made available for review in accordance with this policy and State law.

All officers and employees are required to immediately report lost or stolen credit cards or notice of a possible data breach involving a District credit card to their immediate supervisor and the Treasurer/Designee. The Treasurer/Designee will notify the entity that issued the credit card and request cancellation of the lost or stolen card as soon as practicable.

Subject to the discretion of the Board and the approval of the Treasurer, credit cards may be used for eligible goods and services including:

- A. transportation reservations and expenses;
- B. conference registrations;
- C. hotel reservation guarantees and expenses;
- D. reasonable meal expenses (both in-town and out-of-town), but excluding alcoholic beverages;
- E. purchases from vendors who do not accept purchase orders or vouchers, with prior approval from the Treasurer;
- F. safety and security reasons in connection with a student field trip, competition, and/or other activity or event, if monies are budgeted and deposited with the Treasurer in advance.

Officers and employees are liable in person and upon official bond for any unauthorized use of credit cards and any officer or employee who suspects the loss, theft, or possibility of unauthorized use of a credit card must notify the Treasurer immediately, who shall notify the Board.

The Board prohibits the use of debit card accounts except for the receipt of grant monies. Any officer or employee of the District who uses a debit card account for any other purpose is guilty of the criminal offense of misuse of credit cards.

Use of the District credit card for any cash withdrawal transaction is strictly prohibited.

The Treasurer's Office shall retain general possession and control of the credit card account or presentation instruments related to an account, such as credit cards and checks. Accordingly, the Board shall appoint the Superintendent to serve as the credit card compliance officer. The compliance officer shall review officers' and employees' use of credit card accounts under the policy at least once every six (6) months. The review shall identify the number of cards issued, the number of active cards issued, the cards' expiration dates, and the cards' credit limits. The compliance officer may not authorize an employee to use a credit card account.

The Treasurer/CFO/Designee shall review the credit card account transaction detail monthly and shall sign a written attestation confirming the review.

Inappropriate or illegal use of the credit card and/or failure to strictly comply with the limitations and requirements ~~set forth in the administrative guidelines~~ may result in a loss of credit card privileges, disciplinary action, up to and including termination, personal responsibility for any and all inappropriate charges, including finance charges and interest assessed in connection with the purchase, and/or possible referral to law enforcement authorities for prosecution. Violations will also be reported to the applicable licensure board(s).

The Board authorizes the following employees to use District credit cards:

- A. Superintendent
- B. Treasurer
- C. Administrators
- D. Teachers
- E. Support Staff
- F. Advisors

Each request for use of a District credit card shall contain:

- A. date signed out,
- B. date returned,
- C. vendor,
- D. purchase order number.

Upon receipt of a District credit card, employees shall:

- A. inform merchants that the purchase is for "official School District business" and is not subject to State or local sales tax;

However, if the merchant fails to waive the tax, the employee shall pay it. For large purchases where the merchant refuses to waive the tax, the employee shall present a tax exemption form.

- B. maintain credit cards in a secure fashion and prevent unauthorized charges to the account;
- C. use reasonable care when making purchases online, refrain from providing the credit card number to unknown online merchants, ~~and~~ do not auto-save credit card number for any online account ~~and do not photocopy, take a picture of or write down the credit card number future use;~~

- D. maintain sufficient documentation of all purchases, including, but not limited to, charge receipts, original cash register slip or other detailed receipt, and invoices;
- E. provide documentation of all purchases to the Treasurer's Office in a timely manner to ensure prompt payment;
- F. refrain from splitting the costs of an invoice or purchase in order to circumvent the credit card process and established, pre-approved single purchase limits, monthly spending limits, and/or funds availability.

The officer or employee is liable in person and upon any official bond to reimburse the District the amount for which the officer or employee does not provide itemized receipts in accordance with the credit card policy described herein.

After use, District credit cards are to be returned to the Treasurer's Office along with appropriate receipt copies of all charges within three (3) business days upon completion of any approved use.

Employees shall include a copy of the cash register slip or other detailed receipt. Employees using a district credit card are responsible for providing a copy of the receipt or invoice detailing the purchase.

Employees shall specify on the receipt the following information:

- A. Purchase Order Number
- B. Signature
- C. Date

Failure to return District credit cards and/or receipts within the above-referenced time period may result in the suspension of credit card privileges and/or charges being deemed unrelated or unsubstantiated.

Employees shall be responsible for any and all unrelated or unsubstantiated purchases and shall be required to make full reimbursement to the District within thirty (30) business days.

If an employee reimburses the District for an unsupported purchase, it shall be documented in the monthly credit card reconciliation.

The Treasurer's Office will keep a record/activity log of all credit card uses and review and approve all purchases to verify that the expenses are incurred in connection with Board-approved or school-related activities, are for the benefit of the District, and serve a valid and proper public purpose prior to disbursing public funds for payment of such expenses.

Any and all reviews and approvals must be evidenced by the employee's initials and/or signature.

In addition to evidencing review and approval of the purchase, the Treasurer's Office should immediately send all questionable items to the employee purchasing the item for explanation. These explanations shall be approved by the employee's immediate supervisor and the employee prior to the payment of such expenses. If an employee reimburses the District for a questionable purchase, it shall be documented in the monthly credit card reconciliation.

Upon review and approval, all appropriate documentation shall be forwarded to the Treasurer's Office.

Upon receipt of the appropriate documentation, credit card expenditures will be paid through the Treasurer's office.

The Treasurer's Office will monitor the credit card account(s) and reconcile all credit accounts on a monthly basis.

The maximum limit for each credit card shall be as follows:

Card:	Maximum Limit:
Medina County Federal Credit Union	\$6,000.00
PNC	\$20,000.00
Chase	\$34,000.00
Huntington	\$5,000.00
Walmart	\$4,000.00

Home Depot	\$7,800.00
Lowe's	\$17,600.00
Synchrony Bank	\$7,000.00

The Treasurer/CFO shall file a report with the Board annually, detailing all rewards received based on the use of District's credit card account.

Revised 4/10/17
Revised 11/19/18
Revised 9/30/19

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Legal R.C. 2921.01, 2913.21, 3313.311

Book	Policy Manual
Section	Ready for Production March 2023
Title	Copy of TRANSPORTATION FOR FIELD AND OTHER DISTRICT-SPONSORED TRIPS
Code	po8640
Status	
Adopted	November 19, 2007
Last Revised	October 10, 2022

8640 - **TRANSPORTATION FOR FIELD AND OTHER DISTRICT-SPONSORED TRIPS**

It shall be the policy of the Board of Education to use regular or special-purpose school vehicles for transportation on field and other District-sponsored trips. **Passengers participating in non-routine use of school transportation (e.g. field trips, other district-sponsored trips) shall receive safety instructions at the beginning of the trip; the return portion of the trip is excluded from this requirement. A trip permit, which includes the following information, shall accompany the driver:**

- (1) Date of trip;
- (2) Destination;
- (3) Purpose of the trip;
- (4) Name of school district;
- (5) Drivers name;
- (6) Bus registration number or vehicle license number;
- (7) Total miles of trip;
- (8) Designated stops;
- (9) Route map and/or written directions for destination; and
- (10) School bus owners, superintendent or designee signature.

The transportation for all field and other District-sponsored trips is to be by vehicles owned or approved by the District and driven by approved drivers. Exceptions must have the approval of the Superintendent.

The Board shall assume transportation costs for a certain number of approved field trips.

The Board will provide the vehicles for all other trips including co-curricular, athletic, and other extra-curricular trips, but a mileage charge will be assessed to cover the cost of the driver and fuel. This charge is to be paid from a designated fund.

Transportation may be limited by the availability of vehicles, drivers, and scheduling and will not be available when needed for general school purposes.

All field trips shall be supervised by members of the staff. All other District-sponsored trips shall be supervised by either staff members or adults from the sponsoring organization. Any time students are on the vehicle, at least one (1) sponsor, chaperone, or staff member is expected to ride in the vehicle as well as to supervise students upon return to the District and while they are waiting for rides home. **A certificated person licensed as a school bus driver may serve as a chaperone and driver concurrently.**

All students are expected to ride the approved vehicle to and from each activity. A special request must be made to the staff member or sponsor by the parent, in writing or in person, to allow an exception.

District students not affiliated with the trip activity, nondistrict students, and/or children of preschool age shall not be permitted to ride on the trip vehicle, unless given permission by the Superintendent or designee.

No student is allowed to drive on any trip. An exception may be made by the principal on an individual basis provided the student's parent/**guardian(s)** provides written authorization and release from liability using Form 5515 F2 – Parental Authorization and Release from Liability Form and does not transport any other student.

Legal

R.C. 3327.08, 3327.13, 3327.14, 3327.013

A.C. 3301-83-16

Book	Policy Manual
Section	Ready for Production March 2023
Title	Copy of NONROUTINE USE OF SCHOOL BUSES
Code	po8651
Status	
Adopted	November 19, 2007
Last Revised	October 10, 2022

8651 - NONROUTINE USE OF SCHOOL BUSES

The Board of Education will permit the school buses owned or leased by this District to be used for purposes other than regularly-scheduled routes to and from school in accordance with law and rules of the State, provided such trips do not interfere with routine school transportation services.

The nonroutine use of buses shall be defined for purposes of this policy as those uses which are specified in R.C. 3327.018 and A.C. 3301-83-16.

A. Use of Buses for School Activities

See Board of Education policy 8640, Transportation for Field and Other District-Sponsored Trips. ~~Buses operated on nonroutine trips involving school activities will be operated by the holder of a valid Ohio school bus driver's license who has been approved by the Board. Drivers shall be selected for nonroutine trips by the Transportation Supervisor on the basis of their knowledge, skill, and experience in operating a bus in the area to be traveled as well as their familiarity with the vehicle selected for use. The Superintendent shall require that nonroutine use of school buses shall include provision for insurance coverage and the requirement that chaperones accompany each school bus trip involving school-age passengers whose responsibility it will be to assist the staff member(s) in maintaining passenger control and in enforcing procedures for the safety of all passengers.~~

B. Use of Buses by Authorized Entities During Emergencies

The Board may enter into a written agreement with a local, State or Federal government entity or agency, or a public or private nonprofit entity to operate its buses for the purpose of assisting the entity in fulfillment of legitimate activities during times of emergency. The agreement shall not be considered commerce as defined under State and Federal law. All State Board of Education regulations governing the operation of school buses when transporting students shall apply during such use, including the requirement that drivers hold proper certification to drive a bus. The Board will procure liability and property damage insurance to cover all vehicles used and passengers transported under these agreements. The Board may seek reimbursement for the costs of nonroutine transportation, which will not exceed the cost of operation and insurance coverage.

Revised 9/9/19

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Legal	R.C. 3327.018
	A.C. 3301-83-16

**CONTRACT FOR CHILDREN WITH DISABILITIES
OPEN ENROLLMENT**

**AGREEMENT FOR EXCESS COST FOR CHILDREN WITH DISABILITIES
PURSUANT TO SECTIONS 3313.981 O.R.C., 3323.14 O.R.C., and RULE 3301-48-02(F)**

District of Attendance

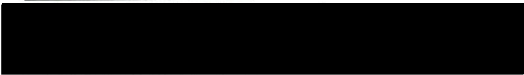
The **Midview Local School District Board of Education** hereby enters into a contract (pursuant to Section 3313.981 O.R.C., 3323.14 O.R.C., and Rule 3301-48-02(F)) for the student(s) listed below with the **Wadsworth City Schools** for educational purposes for the school year of **2022-2023**.

The **Wadsworth City Schools** hereby agrees to pay to the Midview Local School District Board of Education for each of the listed pupil(s), an amount equal to the excess cost, if any, pursuant to Section 3323.14 of the Ohio Revised Code.

The **Midview Local School District Board of Education** acknowledges that pupil(s) listed below will be reported in EMIS pointing back to the school district of residence and counted in the ADM of the District of Residence, pursuant to 3317.03 O.R.C. The Ohio Department of Education will make an adjustment deducting the per pupil formula aid amount times the FTE of pupils from the resident districts SF-3 and credit the attending district. The excess cost amount shall be calculated in accordance with the data submitted to the Ohio Department of Education on Form SF-6. We hereby accept the pupil(s) listed below to our schools on terms described above.

Name of Student

Address of Students



District of Attendance Superintendent Signature



2/27/23
Date


District of Attendance Treasurer Signature

2/27/23
Date

District of Residence

We hereby acknowledge and approve the above listed pupil(s) to your schools on the terms described above for the school year 2022-2023.

District of Residence Superintendent Signature

Date

District of Residence Treasurer Signature

Date

February 14, 2023

Mr. Doug Beeman, Treasurer
Wadsworth City School District
524 Broad Street
Wadsworth, OH 44821

Dear Mr. Beeman:

We are pleased to confirm our understanding of the terms of our engagement and the nature and limitations of the services we are to provide for Wadsworth City School District.

We will apply the agreed-upon procedures listed in the attached schedule that were specified and agreed to by the Ohio Department of Education (ODE) – Medicaid School Program (MSP) on the Medicaid regulations in accordance with Ohio Administrative Code (OAC) 5160-35-04(K)(2) for the Wadsworth City School District for the fiscal years ended June 30, 2024 and June 30, 2025. Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures performed or to be performed is solely the responsibility of ODE and agreed to by the Wadsworth City School District as participants in the MSP, and we will require an acknowledgment in writing of that responsibility from the Wadsworth City School District, as the OAC implies acknowledgement from ODE. Consequently, we make no representation regarding the sufficiency of the procedures described in the attached schedule either for the purpose for which the agreed-upon procedures report has been requested or for any other purpose.

Because the agreed-upon procedures listed in the attached schedule do not constitute an examination or review, we will not express an opinion or conclusion on the Medicaid regulations. In addition, we have no obligation to perform any procedures beyond those listed in the attached schedule.

We plan to begin our procedures for the fiscal year ended 2024 on approximately July 1, 2025, and, unless unforeseeable problems are encountered, the engagement should be completed by December 31, 2025. Future fiscal year end procedures will be performed and completed as required by ODE.

We will issue a written report upon completion of our engagement that lists the procedures performed and our findings. Our report will be addressed to the Wadsworth City School District and ODE. If, for any reason, we are unable to complete any of the procedures, we will describe in our report any restrictions on the performance of the procedures, or not issue a report and withdraw from this engagement. You understand that the report is intended solely for the information and use of the Wadsworth City School District and ODE and should not be used by anyone other than these specified parties. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

An agreed-upon procedures engagement is not designed to detect instances of fraud or noncompliance with laws or regulations; however, we will communicate to you any known and suspected fraud and noncompliance with laws or regulations affecting the Medicaid program the Wadsworth City School District administers that come to our attention. In addition, if, in connection with this engagement, matters come to our attention that contradict the requirements of Medicaid as enumerated in the attached schedule, we will disclose those matters in our report.

Mr. Doug Beeman, Treasurer
Wadsworth City School District
Page Two

You are responsible for complying with the MSP requirements in accordance with OAC 5160-35-04(K)(2) and for agreeing to the criteria and procedures in the attached schedule and determining that such criteria and procedures are appropriate for your purposes. You are also responsible for, and agree to provide us with, a written assertion about the Medicaid requirements the agreed-upon procedures address. In addition, you are responsible for providing us with (1) access to all information of which you are aware that is relevant to the performance of the agreed-upon procedures on the subject matter, (2) additional information that we may request for the purpose of performing the agreed-upon procedures, and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain evidence relating to performing those procedures.

At the conclusion of our engagement, we will require certain written representations in the form of a representation letter from management that, among other things, will confirm management's responsibility for the requirements of Medicaid as enumerated in the attached schedule.

Steven C. Julian or Tara L. Weaver will be the engagement partners and are responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our professional fees to perform the agreed-upon procedures will be at an hourly rate of \$80. This rate includes all expenses: i.e., you **will not** be billed additional amounts for any out-of-pocket charges we incur. Regardless of the number of hours incurred, J&G will guarantee that the total cost to the District will not exceed the following maximums:

Cost report period July 1, 2023 to June 30, 2024	\$2,100
Cost report period July 1, 2024 to June 30, 2025	\$2,100

The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered at the completion of the engagement and are payable on presentation. In the event services are performed and payment is not received in full, future services may be suspended.

We appreciate the opportunity to assist you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign in the applicable area below and return it to us. If the need for additional procedures arises, or the procedures need to be modified, our agreement with you will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter. If additional specified parties of the report are added, we will require that they acknowledge in writing their agreement with the procedures performed or to be performed and their responsibility for the sufficiency of procedures.

Very truly yours,



Julian & Grube, Inc.

RESPONSE:

This letter correctly sets forth the understanding of Wadsworth City School District.

Treasurer

Date

Superintendent or Purchasing Agent

Date

Latest Information Available

FY21 MSP Agreed Upon Procedures

Once a Medicaid School Provider (or his or her representative) gives the CPA firm the initial cost report to complete the attestation engagement, no changes or updates are to be made to the initial cost report (Pre-AUP Cost Report). The CPA firms should denote **all** changes to the initial cost report (whether increases or decreases) in the AUP report to arrive at a Post-AUP Cost Report.

PAYROLL

1. Obtain from the provider a schedule or Uniform School Accounting System (USAS) report that identifies the total payroll and fringe benefit costs related to employees working on the MSP. Using the information collected, complete the following:

- a. Inspect Exhibit 7 of the cost report; if there are no individuals included on the Exhibit, document that no payroll costs were included. If no payroll costs exist, the steps enumerated below will not be applicable.
- b. Reconcile the names included on Exhibit 7 "Participants (Last Name, First Name, MI)" to those included on quarterly RMTS participant lists.

Reconcile expenditures included on the schedule or USAS report to the salary amounts reflected on Exhibit 7 "Total Salary and Fringe" column.

If a separate schedule is used as a basis for accumulating payroll costs to be included on the MSP cost report, reconcile the expenditures included on the schedule to the provider's USAS payroll accounts.

Notwithstanding variances due to rounding, if payroll and fringe benefit expenditures included on the schedule or USAS report do not agree to the amounts identified on the corresponding exhibits or if participants included on the corresponding exhibit are not included on the RMTS participant list, prepare a proposed cost adjustment to remove the variance(s) using Schedule C.

2. Using Exhibit 7 of the cost report, select 20 employees or 30% of the total number of employees whose salary was charged to the MSP, whichever is less. Using the employees selected, determine the following:
 - a. Employee payroll and fringe benefit amounts are reported in accordance with the cost report instructions (i.e., appropriate exhibit, column and line item).

If employee payroll and fringe benefit amounts are not reported in accordance with the cost report instructions, prepare a proposed cost adjustment to reclassify the amounts to the appropriate exhibit, column or line item. Any proposed cost adjustments should be documented on Schedule C.
 - b. Employee payroll amounts included on the exhibits are calculated accurately based on the period(s) worked and pay rate identified within the employee personnel file or annual salary amount identified within the employee contract.

Fringe benefit amounts agree to employer paid amounts obtained from District payroll records or calculate from employee payroll amounts (i.e. pension %).

If employee payroll and fringe benefit amounts are not calculated accurately prepare a proposed cost adjustment to remove the variance using Schedule C.

The proposed cost adjustment should result in an increase or decrease to the "Net Payroll Costs" column on Exhibit 7.

- c. Determine the amounts and types of expenditures included within the payroll and fringe benefit amounts under the "Total Gross Salary" and the "Total Fringe Benefits" columns are allowable under 45 CFR 75 and the cost report instructions.

If costs included within payroll and fringe benefit amounts are not allowable, prepare a proposed cost adjustment using Schedule C to remove the unallowable costs from the "Total Gross Salary" and the "Total Fringe Benefits" columns.

3. Obtain from the provider (or the RMTS contractor), the three (3) quarterly Random Moment Time Study (RMTS) participant lists that were submitted to the RMTS contractor during the cost reporting period. Using the employees selected in conjunction with step 2 from above, perform the following for each employee:
 - a. Using the 3 quarterly RMTS lists, identify the number of quarters each employee selected participated in the RMTS.
 - b. Determine whether the employee payroll and fringe benefit amounts included on the exhibits are accurate based on the number of quarters the employee participated in the RMTS. Accuracy is defined as follows:
 1. If an employee is identified on all three (3) quarterly RMTS participant lists, then 100% of the employee's payroll and fringe benefit costs may be included on the exhibit within the columns "Total Gross Salary" and "Total Fringe Benefits."
 2. If an employee is identified on only two (2) quarterly RMTS participant lists, then only two quarters plus 2/3 of the summer quarter of the employee's payroll and fringe benefit costs may be included on the exhibit within the columns "Total Gross Salary" and "Total Fringe Benefits."
 3. If an employee is identified on only one (1) quarterly RMTS participant list, then only one-quarter plus 1/3 of the summer quarter of the employee's payroll and fringe benefit costs may be included on the exhibit within the columns "Total Gross Salary" and "Total Fringe Benefits."
 4. If an employee is not identified on any quarterly RMTS participant lists, then none or zero dollars of their payroll or fringe benefit costs may be included

on the exhibit.

If an employee's salary and fringe benefits costs included within the "Total Gross Salary" and the "Total Fringe Benefits" columns are not accurate based on the number of quarterly RMTS they participated, prepare a proposed cost adjustment using Schedule C to accurately reflect the number of quarters the employee participated in RMTS.

4. Using the individuals selected in conjunction with step 2, determine whether the employees' job activities are allocable or provide a direct benefit to the MSP through the delivery of services. For the purpose of this procedure "allocable" has the same meaning as identified in **45 CFR 75.405**. Prepare a work paper that identifies the employee's name, job title/position and perform the following:

Request written documentation from the provider, i.e. job description, to identify whether the job tasks/activities performed benefit the MSP.

- a. For employees that provided MSP services during the cost reporting period, perform the following:
 1. Agree at least one of the service types performed to those identified within OAC section **5160-35-05** or **5160-35-06** as being allowable to the MSP.
 2. If the service is determined to be allowable, request documentation from the provider that supports the employee delivering the service to a student with an IEP. For purposes of substantiating service delivery, documentation is defined in **5160 OAC-35-05(H)**.

If the services were not identified within the OAC as allowable or documentation was not provided to evidence the delivery of a service to a student with an IEP, prepare a proposed cost adjustment. The cost adjustment should equal the employee's gross salary and fringe amount and be documented on Schedule C.

- c. Note: AUP step 4c is not applicable for the SFY21 MSP cost reporting period as no Medicaid administrative functions are currently included on the cost report.

For employees that performed a Medicaid administrative function allocable to the MSP (personnel reported on Exhibit 5C during the cost reporting period, perform the following:

1. Agree at least one of the employee's job tasks/activities to those identified within Attachment D of the Guide to Time Studies for the Ohio Medicaid School Program under one of the following acceptable activity codes: 6,8,10,12,14,16.
2. If an employee's job task was identified within an acceptable activity code, request documentation from the provider that documents the employee performing the Medicaid administrative job task or activity. For purposes of this procedure, documentation is defined as any notes, written descriptions,

completed forms, ledgers, books, records, case notes, progress notes, payroll records, or similar supporting documentation completed by the employee that demonstrates the Medicaid administrative activity was performed.

If a job task/activity is not identified within one of the acceptable activity codes or no documentation was provided to evidence the employee had performed the task or activity during the cost reporting period, prepare a proposed cost adjustment using Schedule C.

5. For each employee selected in conjunction with step 2 that worked on federal program activities in addition to the MSP, obtain support detailing the fund allocation for the cost reporting period. For these employees perform the following steps:
 - a. Inspect the payroll allocation support and recalculate the percentage funded with federal grants and agree to percentage presented on Exhibit 7.
 - b. Document any direct costs related to employee time spent on federal programs. For purposes of this step, direct costs have the same meaning as defined within **45 CFR 75.413 and 75.414.**
 - c. If direct costs related to time spent on a federal program are identified, agree the payroll costs related to the federal program to those identified on the exhibit under column, "%age funded with federal grant."

If no costs related to the direct time spent on other federal programs are identified on the exhibit, prepare a proposed cost adjustment to identify the payroll costs that related to time spent on the other federal programs. The proposed cost adjustment should be made to add or increase the amount listed under the "%age funded with federal grant" column.

If direct time is identified or an adjustment is made to the "%age Funded with Federal Grant" column, verify the appropriate portion of fringe benefit costs are included under column "Eligible Salary and Fringe."

- d. Proposed cost adjustment amounts should be documented using Schedule C.
6. Agree the "Unrestricted Indirect Cost Rate" reported on Exhibit 2 of the cost report with the Indirect Cost Rate Schedule provided by the Ohio Department of Education. If the Indirect Cost Rate does not agree with the Ohio Department of Education's Indirect Cost Rate, prepare a proposed cost adjustment using Schedule C.

PAID CLAIMS PROCEDURES

1. Using the list of paid claims obtained from the provider select 40 individual claims or 10% of the total population, whichever is less. To the extent practical, the selection must include different claimed services for different students.
2. Record the following information from the records onto a work paper:
 - a. Student identification number, if identified

- b. Medicaid identification number
- c. Date of birth
- d. CPT Code
- e. Service type as identified in the Ohio Medicaid School Program CPT Code Assignment Appendix (e.g., MH, SLP, etc.)
- f. Service Date
- g. Units billed
- h. Units paid
- i. Date paid
- j. Transaction Control Number (TCN)
- k. If applicable to the service type, identify the minutes necessary to meet a unit of service using the Ohio Medicaid School Program CPT Code Assignment Appendix.

3. Using the claims selected in step 1, obtain from the provider the students' attendance records, multi-factored evaluation, identification of necessary services, documentation of service provided, Individualized Education Program (IEP) which includes a plan of care, and parental consent form. Evaluation Team Reports (ETRs) for pre-authorized IEP services are allowable once a year as per **OAC 5160-35-04(B)**. Using the information obtained, perform the following for each claim selected:

- a. Compare the service identified on the paid claim to those identified within the student's plan of care as required by **OAC 5160-35-05(H)(3)**. If the service identified on the paid claim is not identified in the plan of care, prepare a proposed cost adjustment for the total amount of the claim using Schedule P.
- b. Inspect the plan of care to determine it contains a component that was signed by a qualified practitioner as required within **OAC 5160-35-05(H)(2)** who recommends the service as a result of the assessment/evaluation, re-assessment/re-evaluation. If the plan of care does not contain a signed component by a qualified practitioner, prepare a proposed cost adjustment for the total amount of the claim using Schedule P.
- c. Inspect the service date identified on the paid claim to determine it was subsequent to the effective date and/or authorization date of the student's plan of care. If the date of service delivery was prior to the effective/approval date, prepare a proposed cost adjustment for the total amount of the claim using Schedule P.
- d. Inspect documentation to determine the service identified on the paid claim was provided/delivered to the student. The provision or delivery of service is evidenced by the provider if documentation includes the information required by OAC sections **5160-35-05(I)(3)**, **(I)(5)** for medical services or **5160-35-06 (E)(3)** for equipment services. If there is no evidence the service identified on the paid claim was provided to the student, prepare a proposed cost adjustment for the total amount of the claim using Schedule P.
- e. Inspect documentation to determine the service was provided on the same day, month, and year as identified on the paid claim. If there is no documentation to

indicate the service was provided on the same date as indicated on the paid claim, prepare a proposed cost adjustment for the total amount of the claim using Schedule P.

- f. Determine the total billing units identified on the paid claim agree to the support detail and comply with the requirements of **OAC 5160-35-04(J)**. If a unit is determined by a minimum number of minutes, calculate the number of units provided to the student by using the beginning and ending times of the service delivery. If the number of units, as calculated, is less than the units identified on the paid claim or does not comply with 5160-35-04(J), prepare a proposed cost adjustment for the amount of the claim using Schedule P.
- g. Determine the service was provided by a licensed practitioner as required by OAC 5160-35-05 by inspecting the practitioner's license is active by using the *Certification and Licensure Search* function on the website of the Ohio Department of Education (<http://education.ohio.gov/Topics/Data/EMIS/Certification-and-Licensure-Search>). If the practitioner did not hold a professional license at the time of service delivery date, prepare a proposed adjustment for the total amount of the claim using Schedule P.
- h. Trace the service type identified to determine it is allowable under the requirements of OAC section **5160-35-05 or 5160-35-06** if the service related to Targeted Case Management or transportation. If the service provided was not allowable, prepare a proposed cost adjustment for the total amount of the claim using Schedule P.
- i. Inspect the documentation of service delivery to determine it includes the signature or initials of the person/practitioner delivering the services as required by **OAC 5160-35-05 (I)(7)**. Each documentation recording sheet must contain a legend that indicates the name (typed or printed), title, signature, and initials of the person delivering the services. If the documentation does not include the signature or initials of the person delivering the service or the signature or initials do not correspond to the legend, prepare a proposed cost adjustment for the total amount of claim amount using Schedule P.
- j. Using the claim submission date, determine the submission was not beyond 365 days of the actual date the service was provided as required by **OAC 5160-35-04(H)**. If the claim submission date is beyond 365 days after the service date, prepare a proposed cost adjustment for the total amount of the claim amount using Schedule P.
- k. Inspect the date of service to determine it was not beyond 12 months of the assessment/re- evaluation date as required by **OAC 5160-35-04(B)(3)**. If the date of service is beyond 12 months of re-assessment/re-evaluation date, prepare a proposed cost adjustment for the total amount of the claim amount using Schedule P.
- l. Obtain the provider's attendance records and inspect to determine the student was identified as being in attendance on the day the service was provided. If

the student was not in school or the attendance record was unable to be provided for the service date, prepare a proposed cost adjustment for the total amount of the claim amount using Schedule P.

- m. Inspect the parental consent on file for the student identified on the paid claim. If parental consent could not be obtained, prepare a proposed cost adjustment for the claim amount using Schedule P.
- n. Document the claims adjustment results from steps #3a through #3m in the Claims Adjustment Chart.

FIXED ASSETS

1. Obtain from the provider a fixed asset schedule that identifies the total MSP fixed assets. The asset schedule must include opening and ending balances, additions, deletions/retirements, useful lives, salvage value, accumulated depreciation, and current year depreciation expense. Using the information obtained, perform the following:

Reconcile total depreciation expense included on the schedule to the amount identified on cost report Exhibits 5A, under the "Allowable Medical Equipment and Supplies" section, respectively.

Notwithstanding variances due to rounding, if depreciation expense reflected on the schedules are less than the amount identified on Exhibit 5A, prepare a proposed cost adjustment to remove the variance from the cost report using Schedule C. Document any explanation provided by management for the variance and include in the agreed-upon procedures report.

2. **Additions:** Select 40% or 20 additions, whichever is less, from the fixed asset schedule obtained in step 1. On a work paper, document the following for each addition:

- Description or type of fixed asset
- Serial number or agency identification number, if applicable
- Acquisition date
- Invoice amount
- Payment disbursement date
- Disbursement amount
- Useful life
- Depreciation expense for the cost reporting period
- Location of the asset
- Donated value, if applicable

3. Using the items selected in conjunction with step 2, determine the following:
 - a. Determine the fixed asset value is accurate by tracing the amount listed on the schedule to the invoice and to the canceled check or bank statement. If the fixed asset was donated, trace the value identified on the schedule to the provider's estimated value or donor's book value.

If the amount on the invoice or cancelled check is less than that reflected on the schedule, prepare a proposed cost adjustment to remove the variance from the cost report using Schedule C.

If the provider is unable to provide an invoice (or other evidence of cost) and proof of a cash disbursement (e.g., canceled check, bank statement), prepare a proposed cost adjustment to remove the amount of depreciation included on the cost report. The proposed cost adjustment should be documented using Schedule C.

- b. Inspect the assigned useful life of the fixed asset to determine it is at least equal to the useful life identified in the American Hospital Association's (AHA) "Estimated Useful Lives of Depreciable Hospital Assets" guide, 2013 Edition.

If the assigned useful life of the fixed asset is less than the useful life identified in the AHA's "Estimated Useful Lives of Depreciable Hospital Assets" guide, 2013 Edition, recalculate the depreciation amount using the useful life identified in the AHA guide. Prepare a proposed cost adjustment using Schedule C to remove the variance from the cost report.

- c. Inspect whether the provider used at least a 10% salvage value in calculating the depreciable value of the fixed asset.

If the salvage value used in calculating the depreciable value is less than 10%, recalculate the depreciation amount, using 10% as the salvage value, and prepare a proposed cost adjustment to remove the variance from the cost report using Schedule C unless the provider demonstrates a reasonable deviation from the 10% salvage value.

- d. Inspect whether the provider used the straight-line method in calculating depreciation.

If the provider used a method for calculating depreciation expense other than straight line, recalculate the depreciation amount and prepare a proposed cost adjustment to remove the variance from the cost report using Schedule C.

- e. In the year of acquisition, inspect whether the provider used one of the methods identified within CMS Publication 15-1, section 118 for determining the period in which depreciation expense is initiated (e.g., time lag or actual).

If the provider used a method other than one identified within CMS Publication 15-1, section 118, recalculate the depreciation expense using the actual time methodology and prepare a proposed cost adjustment to identify the variance. Proposed cost adjustment amounts should be documented using Schedule C.

- f. Inspect the payment for the fixed asset to determine whether it was disbursed during the cost reporting period.

If payment for the fixed asset was disbursed outside the cost reporting period,

prepare a proposed cost adjustment to remove the amount of depreciation included on the cost report. Proposed cost adjustment amounts should be documented using Schedule C.

- g. Determine the existence of the fixed asset by tracing the item to its physical location and confirming the asset is correctly identified on the fixed asset schedule by comparing the serial number, asset identification number and description.

If the fixed asset cannot be located, prepare a cost adjustment for the dollar amount of depreciation included in the cost report using Schedule C.

- h. In conjunction with the agreed-upon procedures related to disbursements, inspect to determine that neither the depreciation expense nor the entire cost of the fixed asset was included within other cost report exhibits.

If the cost of the fixed asset or the depreciation expense is included on another cost report exhibit, prepare a proposed cost adjustment to remove the amount from the corresponding exhibit(s) using Schedule C.

- i. Determine the fixed asset purchased was medically necessary by having the provider identify the student or students for which the asset was purchased. Obtain the student's case file and verify the fixed asset is identified within the student's IEP. (Note: If the fixed asset was purchased for use by multiple students, it is only necessary to select one of the student's IEP.)

If the fixed asset is not identified within a student's IEP as being medically necessary, prepare a proposed cost adjustment to remove the depreciation amount from the cost report using Schedule C.

4. **Deletions/Retirements (e.g., fixed assets no longer in use by the provider):** Obtain from the provider a listing of fixed asset retirements or deletions and select 5 or 30% of the items, whichever is less. On a work paper, document the following for each deletion:

- Description or type of fixed asset
- Serial number
- Agency Identification, if applicable
- Deletion/Salvage date
- Useful life
- Depreciation expense for the cost reporting period
- Fixed asset's sales proceeds, if sold

Using the items selected, determine the depreciation included in the cost report is accurate by performing the following:

- a. Inspect to determine whether the fixed asset has been removed from the depreciation schedule.
- b. Inspect to determine whether the fixed asset was retired from operations during

the cost reporting period.

- c. Confirm whether the fixed asset was salvaged or sold. If the item was sold, verify whether the proceeds from the sale were used to reduce the depreciation amount claimed on the cost report.
- d. Confirm that if the fixed asset was traded-in, the value of the fixed asset was used to offset the cost of the replacement item.
- e. Inspect to determine whether the depreciation amount included on the cost report does not exceed the difference between the acquisition costs and accumulated depreciation amount.

Notwithstanding variances due to rounding, if depreciation expense related to salvaged fixed assets is not accurately reflected on Exhibits 5A, recalculate the actual amount and prepare a proposed cost adjustment to remove the variance from the cost report using Schedule C.

5. **Other Fixed Assets:** Select 5 or 30% of the other assets identified on the fixed asset schedule, whichever is less and determine the following:

- a. The assigned useful life and dollar value used in calculating current year depreciation are consistent with prior years.

If the assigned useful life or dollar value is different from the prior year, recalculate the depreciation amount using the prior year information and prepare a proposed cost adjustment to remove the variance from the cost report using Schedule C.

- b. Inspect to determine whether the provider used the straight-line method in calculating depreciation.

If the provider used a method for calculating depreciation expense other than straight line, recalculate the depreciation amount using a straight-line depreciation methodology and prepare a proposed cost adjustment to remove the variance from the cost report. Proposed cost adjustment amount should be documented using Schedule C.

- c. In conjunction with the agreed-upon procedures related to disbursements, determine that neither the depreciation expense nor the entire cost of the fixed asset was included within other cost report exhibits.

If the cost of the fixed asset or the depreciation expense is included on another cost report exhibit, prepare a proposed cost adjustment to remove the amount from the other exhibit(s) using Schedule C.

- d. Trace the fixed asset to its physical location to assure the asset exists.

If the fixed asset cannot be located, prepare a cost adjustment to remove the

amount of depreciation included in the cost report using Schedule C.

6. Inspect to determine whether the depreciation expense identified on Exhibit 5A of the cost report is allowable under the provisions of the cost report instructions and **CMS Publication 15-1, Chapter 1, 45 CFR 75**, as applicable.
7. If the cost is not allowable under the cited provisions, prepare a proposed cost adjustment to remove the entire cost from the cost report. The amount, item description, and basis for the proposed cost adjustment should be identified on Schedule C.

STATISTICS

Random Moment Time Study (RMTS):

1. Obtain from the provider, a schedule/report that identifies employees who completed a RMTS during the cost reporting period. The listing must identify, the employee, the cost pool under which the employee is classified (e.g., 1, 2, or 3), and the activity being performed at the time of the RMTS. (Note: If the school had no employees that completed a RMTS, no additional steps within the RMTS section need to be performed.
2. Using the schedule/report obtained in step 1, select 10% or 15 individual employees who completed a RMTS during the cost reporting period, whichever is less. Assure the selection includes a minimum of 50% of the employees identified under cost pool 1, 30% from cost pool 2, and 20% from cost pool 3. Prepare a work paper that includes the following information:
 - Name of employee
 - Employee position or job title
 - Date/time of all RMTS moments completed by employee.
 - Employee activity as identified on the RMTS.
 - Cost Pool under which the employee is classified (e.g., 1, 2 or 3)
 - Student identification number, if applicable
 - Effective dates of student's IEP, if applicable
 - Frequency of services (e.g., daily, weekly, monthly, etc.), as identified on the IEP.
3. Using the selections made in step 2, perform the following:
 - a. For employees who indicated they were performing a medical service, obtain the case file of the student receiving the service and inspect to determine whether the following are met:
 - The service was identified in the student's Individual Education Program (IEP).
 - The service was delivered during the effective dates of the IEP.
 - There is evidence in the student's case file; the service was delivered on the same date and time as the completed RMTS.
 - Verify the service, as identified within the student's IEP, was recommended

by the appropriate certified professional as required by **OAC Section 5160-35-05**.

If any of the above attributes are not met, report the variance within the agreed-upon procedures report. The variance should identify the employee's name, cost pool, date of RMTS, and description of the variance.

- b. For employees who indicated they were performing a Medicaid administrative activity, obtain documentation from the employee that is contemporaneous to the completion of the RMTS. Documentation is defined as any notes, written descriptions, completed forms, ledgers, books, records or any other supporting documentation. Based on the documentation provided, determine the activity identified on the RMTS agrees with the documentation provided.

If the documentation does not correlate to the activity identified on the RMTS, report any variance within the agreed-upon procedures report. The variance should identify the employee's name, cost pool, date of RMTS, and description of the variance.

IEP Student Utilization Ratios:

1. Compare the number of students identified on Exhibit 3 of the cost report and the Medicaid Eligibility Rates Schedule by IRN provided by the Ohio Department of Education for the applicable cost reporting period, under the "Total Number of IEP Students" category.

If the number of students identified does not agree to the cost report amount, prepare an adjustment and identify the variance on Schedule S. The variance must be identified as a plus (+) or minus (-) and equal the number necessary to assure the students identified on the schedule to the total number of students identified on Exhibit 3 under "Total Number of IEP Students."

2. Compare the amounts identified on the Exhibit 3 under the categories of "Total Number of IEP 'Regular' Medicaid Eligible Students" and "Total Number of IEP 'SCHIP' Medicaid Eligible Students" and "Total Number of IEP 'ACA Expansion' Medicaid Eligible Students" to information obtained from the Ohio Department of Education.

If the number of students identified by the Ohio Department of Education differs from the cost report figures, prepare an adjustment and identify the variance on Schedule S. The variance must be identified as a plus (+) or minus (-) and equal the number necessary to assure the number of students identified by the Ohio Department of Education agrees to the number of students identified on Exhibit 3 under "Total Number of IEP 'Regular' Medicaid Eligible Students" and "Total Number of IEP 'SCHIP' Medicaid Eligible Students" and "Total Number of IEP 'ACA Expansion' Medicaid Eligible Students."

Administrative Claiming Allocation Statistics:

1. Compare the amounts identified on Exhibit 3 under "Total Number of Students: Medicaid Eligible" and "Total All Students" to information obtained from the Ohio Department of Education.

If the number of students identified by the Ohio Department of Education differs from the cost report figures, prepare an adjustment and identify the variance on Schedule S. The variance must be identified as a plus (+) or minus (-) and equal the number necessary to assure the number of students identified by the Ohio Department of Education corresponds to the number of students identified on Exhibit 3 under the "Total Number of Students: Medicaid Eligible" and "Total All Students" categories.

Transportation Statistics:

1. Obtain the paid claims listing for transportation from the provider. Confirm that the provider has paid claims for transportation during the cost reporting period.

If the provider does not have paid claims for transportation, the following steps are not applicable as reimbursement for transportation is based on the number of paid claim trips.

2. Compare the special education transportation rate identified on Exhibit 3 of the cost report to the rate provided by the Ohio Department of Education for the applicable cost reporting period. If a variance exists, prepare an adjustment to make the special education rate match the Ohio Department of Education's rate. The proposed adjustment should be documented on Schedule S.
3. Determine the paid claims for allowable trips agree with "Number of Paid Claim Trips" reported on Exhibit 3 of the cost report. If a variance exists, report and prepare an adjustment using Schedule S.
4. Randomly select the lesser of 10% or 40 paid claims from the claims recorded in step 1. Record the following information from the records onto a work paper:
 - a. Student identification number, if identified
 - b. Medicaid identification number
 - c. Date of birth
 - d. CPT Code
 - e. Service type as identified in the Ohio Medicaid School Program CPT Code Assignment Appendix (e.g., MH, SLP, etc.)
 - f. Service Date
 - g. Units billed
 - h. Units paid
 - i. Date paid
 - j. Transaction Control Number (TCN)
5. Using the claims selected in step 4, determine eligibility to receive transportation for the following components using the IEP(s) in effect for the student during the cost reporting period:
 - a) Inspect the service date on the transportation claim to determine it was subsequent to the effective date and/or authorization date of the student's IEP(s). If the service date was not subsequent to the effective date, prepare a proposed cost adjustment for the claim amount and denote the student's IEP effective date for transportation

on Schedule P and remove the associated trip(s) from Schedule S.

- b) Inspect the student's IEP to determine it includes transportation. If transportation was not indicated within the student's IEP, prepare a proposed cost adjustment for the claim amount using Schedule P and remove the associated trip(s) from Schedule S.
- c) Compare the transportation claim to documentation of a medical service to determine it is for the purpose of traveling to/from the provider to receive a medically necessary service allowable under **OAC 5160-35-05**. If the claim was not for the purpose of traveling to/from the provider to receive an allowable service, prepare a proposed cost adjustment for the claim amount using Schedule P and remove the associated trip(s) from Schedule S.
- d) Determine the conveyance is provided using a specially adapted vehicle that accommodates the specific needs of eligible students as required by **OAC 5160-35-06 (B)(1)(a)**. When making this determination consider the following:
 - The mode of transportation should not be available to the rest of the student population
 - The mode of transportation is specifically used to accommodate the special needs of a student (physical or mental)
 - If the mode of transportation were not available, the child would not be able to receive IEP services

If the transportation claim did not meet the above criteria, prepare a proposed cost adjustment for the claim amount using the Schedule P and remove the associated trip(s) from Schedule S.

- e) Document the claims adjustment results from steps #5a through #5d in the Claims Adjustment Chart.

PROCUREMENT

1. Obtain the provider's schedule or listing that identifies all procurements of goods or services by vendor (reported on Exhibit 8), total procurement/contract amount, and the total disbursements by vendor for the cost reporting period to Exhibit 5A.
 - a. Reconcile the total disbursements identified on the schedule to the total amounts identified on Exhibit 5A by cost category, under "II. Purchased Services".
 - b. Notwithstanding variances due to rounding, if contract expenditures reflected on the schedule or listing do not reconcile to the amounts identified on Exhibit 5A, prepare a proposed cost adjustment to remove the variance from the cost report. The proposed cost adjustment should be documented on Schedule C.
2. Inspect vendor contracts to determine whether any of the procurement agreements are based on a contingency arrangement.

For the purposes of this section, the following definition applies:

Contingency arrangement is defined as a procurement or contractual agreement in which payment to the vendor is not related to the actual cost of the service or actual cost of service plus a fee. Instead, payments to the vendor are based on a percentage, or other basis to the amount billed or collected. Examples include, billing agents whose fees are based on a percentage (e.g., 10%) of the total amount of Medicaid dollars billed or collected rather than a basis such as the cost per transaction or cost by identified or stipulated service.

For all contracts or procurement agreements in which payment was based on a contingency arrangement, identify the total amounts paid to the vendor during the cost reporting period and prepare a proposed cost adjustment for the entire amount. The proposed cost adjustment should be documented on Schedule C.

3. Inquire from the provider, the MSP agency's method(s) utilized and thresholds for the procurement of goods or services, listed below, as established by **45 CFR 75.329**.
 - Procurement by competitive proposals
 - Procurement by noncompetitive proposals (i.e. sole source)
 - ODE approval in accordance with 2 CFR 200.320(f)
 - Other
 - High-Performing ESC per ORC 3313.843(J)
4. Identify the total number of procurements that exceed the lesser of the simplified acquisition threshold of \$250,000 or the provider's formal procurement threshold by vendor.
5. Using the procurements identified in step 4, select five (5) procurements or 50% of the total number of procurements, whichever is less. The selection must include any contracts with a billing agent or procurements pertaining to the provision of medical services.
6. Obtain the contract files for each procurement selected and inspect the following as they pertain to the vendor/contractor:
 - a. The contract file includes documentation of the significant history of the procurement, including the rationale for the method of procurement (e.g., lowest bid), contractor(s) selected and those rejected, and the basis of contract price as required by **45 CFR 75.327(i)**.

If the lowest bid was not selected, obtain a written explanation from management as to why and include their response in the agreed-upon procedures report.
 - b. The procurements provided for full and open competition as described in **45 CFR 75.328(a)**.

If the procurement was not awarded through full and open competition, inquire whether the provider designated the vendor to be a sole source contractor and/or, verify the vendor has been organized to provide common goods and

services to other like governments, i.e. schools, to foster greater economies and efficiencies for the like governments through intergovernmental agreements as permitted in **45 CFR 75.327(e)**.

If the procurement with the vendor wasn't awarded through full and open competition or, the vendor wasn't organized to provide shared services through an intergovernmental agreement, e.g. Educational Service Centers, then perform steps (c) through (g) below.

If the procurement with the vendor was awarded through full and open competition or, the vendor was organized to provide shared services through an intergovernmental agreement then perform steps (e) through (g) below.

- c. In cases where competition was limited, determine that documentation exists to support the rationale to limit competition as described **45 CFR 75.329(f)**.

If required documentation does not exist, obtain a written explanation from management as to why and include their response in the agreed-upon procedures report.

- d. Contract files exist and a cost or price analysis was performed in connection with procurement actions, including contract modifications and that this analysis supports the procurement action as described by **45 CFR 75.332(a)**.

If cost or price analysis documentation does not exist, obtain a written explanation from management as to why and include their response in the agreed-upon procedures report.

- e. The contract includes a requirement that the vendor is to comply with the requirements of **45 CFR 164.504(e)(1)** for safeguarding and limiting access to information concerning beneficiaries.

If the contract does not include a statement requiring the contractor to comply with **45 CFR 164.504(e)(1)**, obtain a written explanation from management as to why and include their response in the agreed-upon procedures report.

- f. The contract includes a clause that allows the representatives of the U.S. Department of Human Services, Ohio Department of Medicaid, Ohio Department of Education or their respective designee access to the subcontractor's books, documents and records.

If the contract does not include a clause allowing access to the subcontractor's records, obtain a written explanation from management as to why and include their response in the agreed-upon procedures report.

- g. The contract file includes an acknowledgement from the contracted party that they or their principles are not suspended or debarred per **45 CFR 75.213**.

If the contract does not include a clause indicating the contractor or vendor is not suspended or debarred, obtain a written explanation from management as

to why and include their response and name of the contractor in the agreed-upon procedures report.

7. For procurements, excluding those awarded through shared service agreements, that relate to the provision of medical services, inspect the contract to determine whether it includes the following or inspect documentation to support:
 - a. Service providers are qualified practitioners as required within **OAC 5160-35-05**.
 - b. Procedures for assessment or reassessment of the covered population, if they are to be performed by the contractor.
 - c. Services to be provided by contracted therapists are service types identified within **OAC section 5160-35-05 or 5160-35-06** as being allowable to MSP.
 - d. Cost to be charged per service and basis for charge (i.e., student, service, time per delivery of service, etc.)

If the procurement of medical services is not supported by a written contract that includes the required items from above (a. – d.) prepare a proposed cost adjustment to remove the total amount of payments from the cost report. The proposed cost adjustment should be documented on Schedule C.

8. For procurements awarded through shared service agreements, that relate to the provision of medical services, inspect the contract to determine whether it includes the following or inspect documentation to support:
 - a. Service providers are qualified practitioners as required within **OAC 5160-35-05**.
 - b. Services to be provided by contracted practitioners are service types identified within **OAC section 5160-35-05 or 5160-35-06** as being allowable to MSP.
 - c. The estimated amount the provider has agreed to pay the vendor for the contracted services.
 - d. The contract is signed by the provider and the vendor.

If the procurement of medical services is not supported by a written contract that includes the required items from above (a. – d.) prepare a proposed cost adjustment to remove the total amount of payments from the cost report. The proposed cost adjustment should be documented on Schedule C.

9. For procurements that relate to the provision of billing services inspect the contract to determine whether it includes the following:
 - a. The specific services to be provided, including any activities related to third-party liability.
 - b. The cost per service and basis for the cost (e.g., transactional).

If the procurement of billing services is not supported by a written contract that includes the required items from above (a. and b.) prepare a proposed cost adjustment to remove the total amount of payments from the cost report. The proposed cost adjustment should be documented on Schedule C.

10. Compare the total payments disbursed to the vendor during the cost reporting period to the total amount authorized by the contract, including amendments, and determine if payments exceeded the authorized amount.

If the total amount paid to the vendor exceeds the amount established by the contract prepare a proposed cost adjustment to remove the total amount of payments that exceeds the amount authorized. The proposed cost adjustment should be documented on Schedule C.

11. Using the schedule or listing obtained in step 10, select 3 individual disbursements, check, EFT, or deduction, paid under each contract or 20% of the total disbursements for each contract, whichever is less and prepare a work paper with the following information:

- Vendor/contractor name
- Description of the service(s) to be provided under the terms and conditions of the contract
- The cost of the service(s) to be provided under the terms and conditions of the contract
- Check/EFT amount
- Payment disbursement date, check date, or deduction date
- Invoice amount

12. Using the transactions selected in step 11, determine the following:

- a. The invoice amount agrees to the disbursement amount (check, EFT, or deduction). If the disbursement amount is related to shared services, i.e. Educational Service Center, and the contract is based on an estimated amount that is paid through periodic deductions or payments, agree the amount charged for the disbursement reviewed to the contract.

If the amount of the check, EFT, or deduction is in excess of the invoice amount, prepare a proposed cost adjustment to remove the variance from the cost report. For disbursements related to shared services, as described above, if the amount of the disbursement is in excess of the expected amount based on the terms of the contract and the excess cannot be explained by the provider, prepare a proposed cost adjustment to remove the variance from the cost report. The proposed cost adjustment should be documented on Schedule C.

If the provider is unable to supply an invoice or billing statement or proof of a cash disbursement (e.g., check, EFT, or deduction), prepare a proposed cost adjustment to remove the amount included on the cost report. The proposed cost adjustment should be documented on Schedule C.

- b. The payment disbursement date is in the cost reporting period.

If the cost was disbursed outside the cost reporting period, prepare a proposed cost adjustment to remove the expenditure amount included on the cost report. The proposed cost adjustment should be documented on Schedule C.

- c. The services identified on the invoice or billing statement correspond to the terms of the contract and disbursement amount (e.g. units and types of service identified on the invoice multiplied by the contractual rate(s) equals the disbursement amount). If the disbursement amount is related to shared services, i.e. Educational Service Center, and the contract is based on an estimated amount that is paid through periodic deductions or payments, agree the amount charged, for the disbursement reviewed, to the contract.

If the disbursement amount does not correspond to the number and types of services or the payment amount(s) identified within the contract, prepare a proposed cost adjustment to remove the expenditure amounts included on the cost report. For disbursements related to shared services, as described above, if the amount of the disbursement is in excess of the expected amount based on the terms of the contract and the excess cannot be explained by the provider, prepare a proposed cost adjustment to remove the variance from the cost report. The proposed cost adjustment should be documented on Schedule C.

- d. For payments involving the delivery of medical services determine the service identified on the invoice or billing statement is allowable under the general service types outlined within **OAC 5160-35-05 and 5160-35-06** (e.g., mental health services, nursing, etc.). If the disbursement amount is related to shared services, review the contract to determine if it includes general service types outlined within **OAC 5160-35-05 and 5160-35-06**.

If the service is not allowable as described on the detailed invoice or within the shared services contract, prepare a proposed cost adjustment to remove the expenditure amount included on the cost report. The proposed cost adjustment should be documented on Schedule C.

13. Using the payments selected in conjunction with step 11, select 10 students or 10% of the total number of students from the invoices related to medical services, whichever is less. If student listings are not provided, obtain a listing of students served from the provider and select 10 students or 10% of the total number of students from the listing related to medical services, whichever is less. For each student selected, obtain from the provider the students' IEP which includes a plan of care and/or the ETR if scope is provided according to **OAC 5160-35-04 (B)(1) and (B)(2)**. Compare the service(s) provided to the students as documented on the invoice to the student's plan of care as required by **OAC 5160-35-05(H)(3)**. If the service included within the invoice is not identified with the student's plan of care, prepare a proposed cost adjustment to remove the expenditure amount included on the cost report. The proposed cost adjustment should be documented on Schedule C.

NON-PAYROLL DISBURSEMENTS

1. Obtain from the provider a schedule of expenditures by the following cost categories as identified on Exhibit 5A:

- Purchased Services
- Medical Equipment and Supplies, Material and Other Costs

The schedule should identify by cost category, expenditures by vendor (reported on Exhibit 8), invoice, disbursement date, disbursement amount, and description of item. (Note: a schedule is not necessary if the detailed information can be identified on the face of the exhibit).

If a schedule is used, determine the total amounts are accurate by footing the individual transactions by cost category and reconciling the total amounts to Exhibit 5A, "II. Purchased Services".

Notwithstanding variances due to rounding, if expenditures reflected on the schedule do not reconcile to the amounts identified on Exhibit 5A by cost category, prepare a proposed cost adjustment to remove the variance from the cost report. The proposed cost adjustment should be documented on Schedule C.

2. From the schedule or from Exhibit 5A, select 15 expenditures or 20% of the total transactions identified, whichever is less. Assure the selection includes a minimum of 5 expenditure transactions/invoices for each of the cost categories and excludes purchase amounts in excess of the simplified acquisition threshold or the agency's threshold for formal procurement of goods or services, as identified in the Procurement Section – Step 4. On a work paper, document the following for each item selected, as applicable:

- Description of the item
- Expenditure purpose
- Vendor name/payee
- Check/EFT amount/Deduction Amount
- Check/EFT/Deduction date
- Payment disbursement date, if different than check/EFT/Deduction date
- Invoice amount
- Cost Category
- Account Name/Account Number from USAS

3. Using items selected in step 2, determine the following attributes are met:

- a. Amounts are reported in accordance with the cost report instructions (i.e., appropriate exhibit, column and line item).

If amounts are not reported in accordance with the cost report instructions, prepare a proposed cost adjustment using Schedule C to reclassify the cost to the proper exhibit, column and line item.

- b. Goods or services purchased are allowable under the requirements of **45 CFR 75 Subpart E and/or OAC 5160-35-05 and 5160-35-06**.

If the goods or services purchased are unallowable under the provisions of **45 CFR 75 and/or OAC 5160-35-05 and 5160-35-06**, prepare a proposed cost adjustment using Schedule C to remove the total amount included on the cost report.

- c. Check, EFT or deduction amount reflected on the cost report agrees to the invoice amount. If the disbursement amount is related to shared services, i.e. Educational Service Center, and the contract is based on an estimated amount that is paid through periodic deductions or payments, agree the amount charged for the disbursement reviewed to the contract.

If the amount of the disbursement is in excess of the invoice amount or expected amount based on terms of the contract and the excess cannot be explained by the provider, prepare a proposed cost adjustment to remove the variance from the cost report using Schedule C.

If the provider is unable to supply an invoice and proof of a cash disbursement (e.g., check, EFT, or deduction), prepare a proposed cost adjustment using Schedule C to remove the total amount included on the cost report.

- d. Payment disbursement date is within the cost reporting period.

If the disbursement date was outside the cost reporting period, prepare a proposed cost adjustment to remove the expenditure amount included on the cost report using Schedule C.

- e. The agency obtained the lowest price for the goods or services purchased by obtaining price or rate quotes from an adequate number of vendors, but not less than 2 sources as prescribed by small purchase procedures described in **45 CFR 75.329(b)**. (Note: price or rate quotes may be documented through catalog or internet price lists, verbal quotes or other sources that identify item prices at the time of the purchase).

If the agency did not obtain price or rate quotes, as prescribed above, determine if the procurement is consistent with methods identified in:

- **45 CFR 75.329(a) – micro-purchase limit**
- **45 CFR 75.329(f) – non-competitive proposals**
 - ODE approval in accordance 2 CFR 200.320(f)
- **45 CFR 75.327(e) – shared service agreements**
- **High-Performing ESC per ORC 3313.843(J)**

If the cost of a good or service was obtained through procedures described in **45 CFR 75.329(b)**, price quotes were obtained, and the selected provider was not the lowest of the rate or price quotes obtained by the agency, document the explanation provided by management and include in the agreed-upon procedures report. In addition, the agreed-upon procedures report must also identify the total price difference between the amount included in the cost report and the lowest quote.

- f. The good or service purchased was medically necessary by obtaining, from the provider, the student or students for which the item was purchased. Obtain the student's case file and determine whether the item was identified within the student's IEP and/or the ETR if scope is provided according to **OAC 5160-35-04 (B)(1) and (B)(2)**. (Note: If the item was purchased for use by multiple students, it is only necessary to select one of the student's IEP.)

If the item is not identified within a student's IEP as being medically necessary, prepare a proposed cost adjustment using Schedule C to remove the applicable portion of the expenditure amount from the cost report and corresponding section.

- g. Procurements for equipment or fixed assets were less than the agency's capitalization threshold.

If the cost of equipment is equal to or in excess of the capitalization threshold, determine whether the item has a useful life of at least 1 year using the AHA's "Estimated Useful Lives of Depreciable Hospital Assets" guide, 2018 Edition. If the item has a useful life of 1 year or more calculate the depreciation amount using the useful life identified in the AHA guide, cost of the item, time of service, and by using an estimated salvage value of 10%. Prepare a proposed cost adjustment using Schedule C to remove the total cost from the "Direct Medical Supplies, Materials & Other Cost" category and prepare a cost adjustment for the amount of calculated depreciation. The proposed cost adjustment for depreciation should be identified on Schedule C and result in an increase to the "Direct Medical Equipment (in excess of Capital Threshold)" category.

CLAIMS ADJUSTMENT CHART

Claims Adjustment Chart			
Provider:		Provider Number:	
Schedule	Number of Claims Tested	Number of Adjustments	Percentage of Adjustments
P			
P - Transportation Claims			

WESPA Tentative Agreement Summary Document
February 22, 2023

Length of Contract: 3 years (2023-2026)

Language Clean-Up: Numerous areas of language clean-up (e.g. business manager replaced by superintendent/designee in most places; removal of insurance premium phase in from previous Agreements, etc.)

2.02 Bargaining Unit: Clarifies and simplifies which positions are exempt from the bargaining unit; removes the Secretary to the Director of Student Services position from the bargaining unit upon a vacancy in the said position

5.01 Dues Deductions: Adjusts the dates to between August 1 and August 31

6.05 Assign of Extra Time/Overtime: Clarifies that a member receives the higher of the member's regular wage or substitute wage for the position; clarifies how a member with more than one (1) job has their wage calculated (blended rate)

6.10 Holidays: Adds Juneteenth for certain employees (per a prior MOU)

6.11B. Vacations: Clarifies the term "accrual"

6.15 Degree Status: Increases the additional hourly pay from \$0.45 to \$0.50

6.16 Electronic Time Clock: Adds a new section that creates a Committee, composed of members representing the Board and the Association, to do the following:

- Examine options;
- Recommend an option to the Board of Education for purchase and implementation; and
- Meet as needed to work through issues during the first year of implementation

7.01A. Right to Insurance Benefits: Clarifies language in the transportation eligibility provision regarding mid-day runs and the lack of a mid-day run on Friday due to no preschool

8.01F Sick Leave Pool: Clarifies when the pool can be used; replaces "accident" with "injury"

10.02B. Posting: Changes the notification method to members regarding postings that occur in the summer from a physical mailing to each member to an email to each member's work email address and an automated phone call

10.07B Extra Work Opportunities for 220 Day or Less Members: Changes the member's pay from the substitute rate to the member's regular wage or the substitute rate for the position being subbed, whichever is higher

12.03 Seniority: Combines the District Seniority definition, currently found in 19.09, with the language currently found in 12.03 and eliminates any discrepancies; defines the number of work days an employee must work (120 days) to count for one (1) year of seniority; creates a calculation to determine how much seniority in a year a member receives for those who work less than 120 days

Article XIII Transportation: Replaces the current language with the language recommended by the Transportation Contract Language Committee that met eleven (11) times to review/modify/rewrite the entire article; modifications were made during negotiations to the recommendation from the Committee in 13.05, Summer Trips, to clarify that the process outlined in 10.07 is followed, per a prior MOU; increases the clothing allowance (found in 13.07) to \$110 (from \$100)

14.03 Food Service Shirt and Shoe Allowance: Replaces 5 t-shirts with a hat and apron; increases the shoe allowance for five (5) hour or more food service workers to \$100 (from \$90); increases the shoe or winter jacket allowance for the light truck driver to \$100 (from \$90)

16.02 Custodial and Maintenance Equipment: Increases the maintenance employees clothing allowance to \$400 (from \$365); increases the eight (8) hour custodians shoe/clothing allowance to \$310 (from \$250); increases all other custodians shoe/clothing allowance to \$125 (from \$110)

18.01 Probationary Period: Changes the probationary period for current members from thirty (30) days to fifteen (15) days and adjusts the evaluation that is to occur during the probationary period from fifteen (15) days to eight (8) days; removes the probationary period for members moving within the Vehicle Driver or the Bus Driver classifications

Appendix B: Wage Rate Schedules: Adjusts the base and index for cafeteria helpers and crossing guards; adjusts the wage rate schedules for all positions with the following base increase:

- 2023-2024: 3.0%
- 2024-2025: 2.5%
- 2025-2026: 3.0%;

Appendix D-1 Sick Leave Pool Donation Form: Clarifies what type of events are allowable to be considered for use of the sick leave pool, per 8.01F

Appendix D-2 (new D-2) Additional Sick Leave Pool Donation Form: Creates a new form to be used when the sick leave pool falls below the dollar threshold found in 8.01F

Appendix D-3 (currently D-2) Sick Leave Pool Application Form: Clarifies what type of events are allowable to be considered for use of the sick leave pool, per 8.01F

Consensus Statement on Global Positioning System (GPS): Adds the consensus statement on GPS that was agreed to in the spring of 2022

Memorandum of Understanding (MOU): Stacking Jobs for Medical Insurance: Creates a MOU that covers the length of the contract (July 1, 2023 through June 30, 2026) to allow members to continue to stack jobs to become eligible for medical insurance (per a current MOU that expires on June 30, 2023)

WEA Tentative Agreement Summary Document
February 15, 2023

Length of Contract: 3 years (2023-2026)

Language Clean-Up: Numerous areas of language clean-up (e.g. change “in-service” to “professional development,” change “vocational” to “career technical education,” change “business manager” to “superintendent/designee,” etc.)

5.01C (new C): Adds language for the initial placement on the salary schedule for career technical education teachers with no previous teaching experience (as taken from a prior MOU)

7.02 Sick Leave Pool: Sick leave pool, currently 7.01G, becomes 7.02; clarification on when the pool can be used; changes threshold to ask members to donate more days from the number of days in the pool to dollar value of the pool; replaces “accident” with “injury”

9.01A. Length of Work Year: Adds opportunity school extended work hours (as taken from a prior MOU); adds carpentry teacher extended work hours (as taken from a prior MOU); specifies that school psychologists and speech and language pathologists who work outside their contract year are paid their per diem rate for time worked

9.01B. Make-Up Work Year: Creates a second record day, to be scheduled in the middle of the school year on a date determined by the Calendar Committee by removing a professional development day

9.02B. Flex Time Scheduling: Adds the following clarification to point 5: “When possible based on the current school day schedule and for those not already on a flex schedule”

9.02D. Preparation Time: Adds language that allows for bargaining unit members planning time to be altered at Central Intermediate School due to a modified schedule

10.04H. Included Students: Creates a new 10.04H that addresses the stipend for writing an IEP for a scholarship student and attending the said student’s IEP team meeting (as taken from a prior MOU)

10.07B. Resident Educator: Adds language to address bargaining unit members and their mentors who are part of the new two (2) year resident educator program

12.02A. Transfer Defined: Changes the definition of transfer for Pre-K-4 and grades 5-6; changes the word “specialists” to “encore” and clarifies the grade levels referenced as “elementary”

17.01D Definition of Terms: Adds BA Defined (as taken from a prior MOU)

Appendix C-1-C-3 Teacher Salary Schedules: adjusts the Teacher Salary Schedules with the following base increase:

- 2023-2024: 3.0%
- 2024-2025: 2.5%
- 2025-2026: 3.0%

Appendix C-4 Hourly Tutor Rate Schedules: Adds the same steps and index as the teacher salary schedule (current steps end at 14; new steps will end at 27); remains a Bachelor and Bachelor 150 schedule; adjusts the Hourly Tutor Rate Schedules with the following base increase:

- 2023-2024: 3.0%
- 2024-2025: 2.5%
- 2025-2026: 3.0%

Appendix D Supplemental Contracts: Makes the following changes to the Supplemental Salary Schedule:

- Adds grades 5-6 to the K-4 Rtl chair and Rtl member category by removing them from grades 7-12;
- Increases Power of the Pen to 3.0%;
- Adds a Power of the Pen Assistant Coach at 1.0%;
- Increases the middle school (boys'/girls') cross country head coach to 9.0%;
- Adds an Encore Department Chair at the middle and high schools;
- Adds a K-8 School Counselor Department Chair;
- Increases Vocal Music Director to 12.0%;
- Adds Crisis Response Leader at 3%;
- Adds High School Art Club at 5%;
- Adds Wheelchair Basketball Head Coach at 8% (as taken from a prior MOU);
- Adds Wheelchair Basketball Assistant Coach at 7% (as taken from a prior MOU);
- Adds Fine Arts Festival Logistical Coordinator at 1% (as taken from a prior MOU); and
- Adds Resident Educator Two (2) Year Program Mentor Stipend at \$2000 for year 1 and \$2000 for year 2.

Appendix E-4: Adds the evaluation instrument currently being used for school psychologists and technology integration specialists

Appendix F-1 Sick Leave Pool Donation Form: Clarifies what type of events are allowable to be considered for use of the sick leave pool, per 7.02

Appendix F-2 (new F-2) Additional Sick Leave Pool Donation Form: Creates a new form to be used when the sick leave pool falls below the dollar threshold found in 7.02

Appendix F-3 (currently F-2) Sick Leave Pool Application Form: Clarifies what type of events are allowable to be considered for use of the sick leave pool, per 7.02

Consensus Statement on Assault Leave: Adds a consensus statement on the topic of assault leave

Revised Flex Time Scheduling Form: Revises the flex time scheduling form to align with the language in 9.02B

Revised Application for Professional Development: Revises the application to be a daily meal reimbursement that does not exceed forty-five dollars (\$45.00)



5550 Newbury Street, Suite B
Baltimore, MD 21209
P: 443.921.9441
F: 410.235.1503

WETLAND CREDIT PURCHASE AGREEMENT

THIS WETLAND CREDIT PURCHASE AGREEMENT ("Agreement") is made and entered into this 24 day of February, 2023, (the "Effective Date") by and between **EIP III CREDIT CO., LLC**, a Delaware limited liability company, having an address of 5550 Newbury Street Suite B, Baltimore MD 21209 ("Seller"), and **WADSWORTH CITY SCHOOL DISTRICT** having an address of 524 Broad Street, Wadsworth, Ohio 44281 ("Buyer").

RECITALS:

WHEREAS, Seller is the sponsor of the Tuscarawas Mitigation Bank, located in Harrison County, Ohio, within the Tuscarawas sub basin of Ohio (HUC 05040001) and permitted by the US Army Corps of Engineers ("Corps") pursuant to a Mitigation Banking Instrument ("MBI") (permit number LRH-2017-00094-TUS) agreement duly executed by the Seller and the Corps on June 26, 2018; and

WHEREAS, Buyer seeks to fulfill the requirements and conditions pursuant to permit number TBD from the Army Corps of Engineers (the "Corps") and/or the Ohio Environmental Protection Agency (the "Ohio EPA"), regulated by Section 404 and 401 of the Clean Water Act and/or Ohio Revised Code Chapter 6111, so as to impact wetlands in Medina County, Ohio and elects to do so through the purchase of Wetland Credits (as defined below) from Seller under the provisions of this Agreement; and

WHEREAS, the Corps and/or the Ohio EPA requires the Buyer to purchase a total of **0.30 Wetland Credits** (as defined below) due to the proposed impacts to wetlands resulting from the development of the Buyer's Wadsworth Intermediate School project ("Project"); and

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, it is agreed as follows:

- 1) RECITALS. The recitals are hereby incorporated herein by this reference and made a part of this Agreement.
- 2) DEFINITIONS. The following terms shall have the following meanings in this Agreement:
 - a) WETLAND CREDITS. "Wetland Credits" shall mean non-forested wetland mitigation credits sold from the Wetland Bank (defined below) and determined by the Corps using the Ohio ratio method.
 - b) WETLAND BANK. "Wetland Bank" shall mean the bank sponsored by Seller with Wetland Credits for sale to the open market in connection with Section 404 and 401 of the Clean Water Act permitted projects, as provided for by the MBI.
- 3) CREDITS PURCHASED. Subject to the terms and conditions of this Agreement, Buyer shall purchase from Seller and Seller shall sell to Buyer 0.30 Wetland Credits.

- 4) **COMPENSATION.** In exchange for the Wetland Credits being purchased hereunder, Buyer shall, subject to the terms and conditions of this Agreement, pay to the Seller a unit price of Fifty-Five Thousand Dollars (\$55,000.00) per Wetland Credit for a sum total of **Sixteen Thousand Five Hundred Dollars (\$16,500.00)** (the "Purchase Price").
- a) **DEPOSIT.** In order to secure a Reservation Period (as defined below), Buyer shall pay Seller a deposit of fifteen percent (15%) of the Purchase Price, which is **Two Thousand Four Hundred Seventy-Five Dollars (\$2,475.00)** ("Deposit"). If Buyer wishes to extend the Reservation Period as provided for below, Buyer may pay Seller another deposit of **Two Thousand Four Hundred Seventy-Five Dollars (\$2,475.00)** ("Second Deposit"). The Deposit and the Second Deposit are non-refundable and are applicable to the Purchase Price.
- b) **PAYMENT TIMING.** **On or before ten (10) days from the Effective Date of this Agreement, Buyer shall pay Seller the Deposit or the Purchase Price.** The balance of the Purchase Price less the Deposit and the Second Deposit (the "Balance of Purchase Price") is due from Buyer to Seller upon the end of the Reservation Period, or at the time of final permit issuance, whichever occurs first.
- c) **PAYMENT METHOD.** All payments made pursuant to this Agreement shall be made to EIP III Credit Co., LLC ("EIP"). Buyer shall pay the Purchase Price by either a wire transfer or Automated Clearing House (ACH) transfer. EIP shall not accept payment in any form of check. In no instance shall Wetland Credits be transferred by Seller to Buyer prior to EIP having received full payment from Buyer for the Wetland Credits being transferred. **Please contact sales@ecosystempartners.com to securely receive wire transfer / ACH payment instructions.**
- d) **OTHER TERMS.** Wetland Credits purchased are non-refundable and non-transferrable.
- 5) **PROCESS**
- a) **CONTRACT TERM PERIOD.** Upon receipt of the Purchase Price, Seller will consider the purchased credits as Under Contract for a term period not to extend more than three (3) years from the Effective Date (the "Term") of this agreement. Any extension of the Term longer than three years is at the sole discretion of the Seller. Once the Term has expired, credits that have not been applied to an issued permit will be forfeited from the Buyer to the Seller without credit, refund or offset. Once such credits are forfeited, they may not be reinstated.
- b) **RESERVATION PERIOD.** Upon Seller's receipt of the Deposit, Seller will reserve the Wetland Credits for Buyer for ninety (90) days from the Effective Date ("Reservation Period"). If Buyer wishes to extend the Reservation Period by an additional ninety (90) days, Buyer shall pay to Seller the Second Deposit, for a maximum Reservation Period of one hundred eighty (180) days from the Effective Date.
- c) **RESERVATION LETTER.** Within three (3) business days of receiving a request from Buyer, Seller will convey a letter to Buyer indicating that the Wetland Credits have been reserved by Buyer for the then-applicable Reservation Period ("Reservation Letter").
- d) **TRANSFER OF WETLAND CREDITS.** Upon its receipt of full payment of the Purchase Price, Seller shall promptly notify the Corps that Buyer has acquired the Wetland Credits from the Wetland Bank, with such notification to take the form of an update to the Corps' online RIBITS ledger and a Sales Verification Notice, copies of which shall contemporaneously be sent to Buyer.

- e) **TERMINATION.** At Seller's discretion, this Agreement shall automatically terminate if Buyer does not pay the full Purchase Price to Seller on or before thirty (30) days from the Effective Date of this Agreement. In any event, this Agreement must be fully executed on or before March 9, 2023, or, at the discretion of the Seller, any and all obligations of the Seller shall be terminated.
- 6) **SELLER'S COVENANTS AND REPRESENTATIONS.** Seller represents that it is authorized by Corps to sell Wetland Credits from the Wetland Bank in accordance with the MBI. Seller shall be responsible for the development and maintenance of the Wetland Credits and the Wetland Bank in accordance with the requirements of the MBI and other applicable laws. Seller has good and sufficient title to the Wetland Credits it will sell to Buyer. Buyer shall have no rights or obligations to perform any of the responsibilities of the Seller now or hereafter set forth by the Corps regarding the development and maintenance of the Wetland or the Wetland Bank nor shall Buyer have any rights or obligations to enforce any of the responsibilities of the Seller under the MBI.
- 7) **NOTICES.** Any notices required or permitted hereunder shall be sufficiently given if delivered by overnight courier, by United States mail, return receipt requested, by facsimile or electronic mail to the parties hereto as follows:

If to Seller:

EIP III CREDIT CO., LLC
c/o Ecosystem Investment Partners
5550 Newbury Street Suite B
Baltimore, MD 21209
Attn: Joseph Williams
410.982.0240
joe@ecosystempartners.com

If to Buyer:

**WADSWORTH CITY SCHOOL
DISTRICT**
524 Broad Street
Wadsworth, OH 44281
Attn: Andrew Hill
330.335.1301
ahill@wadsworthschools.org

Any notice given pursuant hereto by overnight courier shall be effective as of delivery; any notice given pursuant hereto by First Class United States mail, return receipt requested, shall be effective as of the third business day following its posting, and any notice given pursuant hereto by facsimile or electronic mail shall be effective as of receipt of a confirmation by the sending party.

- 8) **PRIOR AGREEMENTS.** This Agreement shall supersede any and all prior understandings and agreements between the parties hereto, whether written or oral, with respect to the subject matter hereof and may be amended only by a written document stating the specifics of such amendment, executed by both Seller and Buyer.
- 9) **APPLICABLE LAW.** Seller and Buyer shall be contractually bound to this Agreement, which shall be governed by the laws of the State of Ohio and subject to the requirements of any applicable federal laws or regulations. Changes in federal, state, or local laws, which might have otherwise impacted this Agreement, shall not be enforced retroactively after execution of this Agreement. Each party shall be held harmless for damages sustained by the other party as a result of changes in federal, state, or local laws pertaining to this transaction or the interpretation or enforcement of said changes, provided the parties reach an amicable resolution to the effect of such changes.
- 10) **SUCCESSORS AND ASSIGNS.** This Agreement shall inure to the benefit of and be binding upon the successors and assigns of Seller and Buyer, as the case may be, and their respective successors and assigns. Neither party hereto shall assign any interest hereunder without the prior written approval of the other, which approval shall not be unreasonably withheld.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the day and year first above written.

SELLER:

EIP III CREDIT CO., LLC



By: Joseph Williams

Its: Assistant Director of Markets

Dated: **Feb 27, 2023**

BUYER:

WADSWORTH CITY SCHOOL DISTRICT



By: **Douglas D. Beeman**

Its: **Treasurer**

Dated: **2/24/2023**

Memorandum of Understanding 2023-2024
For College Credit Plus (CCP)
Between Stark State College and
Ohio Public and Private School Districts

The purpose of this Memorandum of Understanding between an Ohio public and private school district (District) and Stark State College (College, Institution of Higher Education, IHE) is to outline the responsibilities and funding arrangements pertaining to College Credit Plus (CCP) courses taught by college faculty. College Credit Plus for this agreement is defined as providing middle and high school students, grades 7-12, the opportunity to be enrolled in a college-level course or series of courses taught by the college and the IHE faculty (including courses taught by high school teachers who are credentialed IHE adjuncts). Upon successful completion of the course, the student will receive both high school graduation credit and college credit from the cooperating IHE. Stark State College and the school District will comply with all the laws, rules and timelines associated with College Credit Plus. The District and Stark State College agree to the following:

Student Requirements:

1. Student must meet HB49 Eligibility Requirements for participation in the College Credit Plus program, unless requirements are waived or modified by the Chancellor. Stark State College will pursue waivers for all students and programs.
2. For acceptance into the program, the College will review the following application materials provided by the student:
 - Completed college application
 - High school transcripts
 - All Stark State College entrance requirements, including appropriate scores on ACCUPLACER, ACT and SAT tests
 - Permission Slip for Mature Content and Student Questionnaire
3. Completion of the "Succeeding Online" orientation course at least one week prior to the start of the online college course, in accordance with Stark State's calendar.
4. For online courses, student must have basic computer skills, such as sending email, attaching files to email, accessing the Internet, and word-processing skills.
5. The student is responsible for gaining access to a computer and Internet that meet the IHE requirements for students to complete assignments outside the normal school day
6. Students must setup Multi-Factor Authentication (MFA) to access College systems and resources.

Program Requirements:

7. All College Credit Plus courses must be non-remedial.

8. All College Credit Plus courses should be transferable with a grade of C or better.
9. The District will use the IHE text, materials, equipment, course syllabus and assessments.
10. The District needs to be aware of the Multi-Factor Authentication (MFA) requirement for CCP students and help accommodate this requirement to ensure students can access their College course materials in the classroom.
11. College Credit Plus Blended classrooms (containing both CCP students and non-CCP students) must have different learning expectations, as outlined on the syllabi provided by the CCP high school adjunct. Stark State College faculty will assist CCP high school adjuncts, as needed, with syllabi.
12. Parents should be made aware: "The subject matter of a course enrolled in under the College Credit Plus program may include mature subject matter or materials, including those of a graphic, explicit, violent, or sexual nature, that will not be modified based upon College Credit Plus enrollee participation, regardless of where course instruction occurs."
13. When classes are held at the school or online, Stark State College will provide the textbook. Stark State College also will manage the textbooks for the Districts, with assistance from the high schools. Please designate the person in your District who will work with Stark State's CCP Book Store.

_____ (Name)

_____ (Email)

14. As in the past, the District will provide the books for students who take courses on Stark State College's campus.
15. When an access code is required for a course taken at the high school, online, or on Stark State's campus, the District will be responsible for the cost of the code.
16. The District and the IHE will jointly provide student support such as counseling and tutoring. Using the IHE's Learning Management System, the IHE will assign each student an academic advisor and inform the student of the academic no-fault drop course date.
17. Districts (High School CCP Adjuncts) will provide Never Attends, Mid-Term Grades and Final Grades based on the IHE timelines.
18. Once students have completed the course(s), the IHE will submit official grades to the District in a timely manner.
19. The District and the IHE will implement the policies and procedures of the administrative rule for College Credit Plus underperforming students.
20. IHE and District agree that they will provide any necessary information needed for required College Credit Plus data collection.

21. The IHE and the District will collaborate annually on College Credit Plus informational meetings for parents and students. Teachers must meet Ohio Department of Higher Education and College guidelines for adjunct status.
22. The IHE will provide faculty to serve as mentors to adjunct faculty members to ensure that College-level work is maintained. College mentors will supply adjunct faculty members with all the required instructional materials and will schedule classroom observations, as required by College Credit Plus guidelines.
23. College Credit Plus adjunct faculty members will participate in at least three hours of Stark State faculty orientation and professional development activities, as required by College Credit Plus guidelines.
24. The IHE will provide adjunct faculty with course evaluations to be administered to students upon completion of the college course.
25. For online courses, the District will provide qualified high school teachers who will meet with students on a regular basis and provide face-to-face student support. Online instruction will be provided by the IHE faculty member.
26. At least one week prior to the start of the online course, supporting high school teachers must complete the online training course, "Succeeding Online."
27. Online courses will follow the IHE semester calendar.

Financial Structure:

28. Neither IHE nor District will charge tuition or fees to students.
29. The host institution of each laboratory course will provide all equipment and supplies that are normally kept in the laboratory. This includes weights, measures and glassware. The host institution will provide lab kits containing all required tools and safety equipment. There will be no reimbursement of the initial costs for providing such items between the Parties.
30. When Stark State is the host institution, the District will be responsible for the cost of replacing items from the lab kits that are not returned to the IHE in good condition, normal wear and tear expected. They are considered no different than a damaged or missing textbook.
31. The District will pay the IHE for course fees and service fees that have been established to pay a third-party for a service required for the student to participate in their course or field of study as listed at <https://www.starkstate.edu/admissions/financialaid/tuition/>. These fees are limited to, under the category of Other Fees, Background checks; and all fees listed under the category of Academic Program Fees.
32. Self-Pay (Option A) students will pay the current IHE tuition rate in accordance with state rules, regardless of a signed MOU.
33. Tuition for students who withdraw from College Credit Plus courses will be in accordance with

Stark State College MOU 2023-2024

applicable rules. District will have College Credit Plus tuition deducted from their foundation funds, as applicable, based on this agreement and College Credit Plus rules and timeline.

34. The IHE will retain all State Share of Instruction (SSI) funds for students completing all CCP courses.
35. In accordance with HB 49, the district will be charged tuition rates as follow:
- A. State of Ohio floor amount \$41.64/semester credit hour for classes taken at a location operated by the District and taught by an IHE faculty member who is also a faculty member of the District. Stark State College will continue to pick up the cost and management of all textbooks.
 - B. \$61.64/semester credit hour for classes taken online taught by IHE faculty member. Stark State College will continue to pick up the cost and management of all textbooks.
 - C. \$82/semester credit hour for classes taken at a location operated by the District and taught by an IHE faculty member who is not also a faculty member of the District.
 - D. \$118/semester credit hour for classes taken at a location operated by the IHE
36. For courses taught by an IHE faculty member who is not a faculty member of the District, the College reserves the right to cancel the class if a minimum number of students is not enrolled; this will vary depending on the number of credit hours in the course and contact load hours for the faculty member.
37. The District Treasurer, where required by law, will certify funds for this Agreement for these obligations in accordance with the requirements of Ohio Revised Code Sec. 5705.41 at such time as the necessary funding has been lawfully appropriated, authorized, or directed for this purpose and is in the treasury or in the process of collection to the credit of the appropriate appropriation fund and account free from previous and then outstanding obligations or certifications. District shall pay IHE upon presentment of a proper invoice when funds are available or encumbered and, when required, such expenditure of funds is approved by the School District's Board of Education.

This agreement supersedes all previous agreements.

Term of Agreement

The term of this agreement shall be for the 2023-2024 academic year, including the Summer session in 2023-2024. This agreement cannot be used by either party to limit participation of a student enrolling in courses that are not part of this agreement.

The parties listed below are in agreement with the above-stated conditions.

IHE: Stark State College

IHE President _____ Date _____

Stark State College MOU 2023-2024

School District _____

Superintendent _____ **Date** _____



Professional Services Agreement

Prepared for

Wadsworth City School District

**524 Broad St
Wadsworth, OH 44281**

*Prepared on March 2, 2023 by
T Doolen, Professional Services Manager*

Transfinder Corporation

**440 State Street
Schenectady, NY 12305
Phone: 800-373-3609
Fax: 518-377-3716**

Company Information

For more than three decades Transfinder Corporation has been dedicated to serving school districts in providing the most efficient and safest bus routing and logistics software in the industry. Transfinder is one of the first companies on the planet to serve school districts, helping transportation departments master technology in order to create the fastest, safest and smartest routes possible.

Today, Transfinder has grown to become the global leader in logistics software with more than 170 employees in four locations, Austin, Texas; Shanghai, China; Mumbai, India and its headquarters in New York's Capital Region. Transfinder serves more than 2,000 school districts in North America from coast-to-coast.

As our CEO Antonio Civitella likes to say, "We bleed yellow, just like our clients." That's because Transfinder personnel meets with hundreds of its clients each year at conferences, trade shows, training sessions, on-site visits and in-house Transfinder University sessions. We not only tell our story and share tips and best practices, but we listen. We hear what issues you're facing from bus driver shortages to budget cuts that result in key people wearing more than one hat. We know we work with an equally dedicated group of individuals that care for each and every family they serve.

The result is a company that creates not only what you want today but anticipates what you will need tomorrow so you can best manage your assets and personnel and meet the demands of your district and governing bodies.

Statement of Work

Date	February 7, 2023
Client	Wadsworth City School District
Job Name	Efficiency Routing (50)
Requested by	Angela Vitti, Account Executive
From	T Doolen, Professional Services Manager

Summary

Wadsworth City School District (WCSD) has requested Transfinder Professional Services (TPS) provide efficiency routing services to improve the efficiency and effectiveness of their routes. WCSD would like to explore the possibility of reducing routes. Additionally, WCSD would like to explore possibilities to reduce or eliminate student transfers as part of their busing.

NOTE: WCSD provides transportation for a parochial school which is changing start and dismissal times. WCSD requests TPS evaluate the possibility of providing their bus services with their current number of vehicles. WCSD needs to know whether or not this is possible by April 7, 2023.

Project Scope

This SOW is preliminary and will be further defined as Transfinder's Professional Services (TPS) team works with Wadsworth City School District (WCSD) resources and staff. The following are preliminary activities and deliverables.

- A comprehensive project plan outlining the work to be done by both WCSD and TPS will be developed upon receipt of this signed statement of work. This project plan will include deadlines for work to be completed. Both parties understand that missing dates on any assigned tasks will cause the dates for all subsequent tasks to be delayed.
- Transfinder currently hosts Routefinder Plus software and data for WCSD in the Transfinder Hosted Network (THN). This will also enable TPS and WCSD to collaborate on the efficiency routing project.
- TPS routers will re-route WCSD's PM bus runs utilizing efficiency routing theory (up to 50 bus runs) within Routefinder Plus.
- The newly created PM efficiency runs will be delivered to WCSD in the form of a new database in Routefinder Plus. This will provide the district with a data source that can serve as a foundation for the district's 2023-2024 routes.
- Before the efficiency bus runs are implemented, a fresh import of student enrollment data will need to be brought into the database. WCSD will then need to adjust the routes to accommodate changes in student enrollment that occurred during the efficiency process.

Key Assumptions

This agreement is based on the following assumptions:

- WCSD will provide pertinent data (student data, no travel streets, low clearance bridges, railroad crossings, bus garage location, school loading zones, etc.) that may be needed for the routing of bus runs.
- WCSD will provide walk-to-school and walk-to-stop parameters.
- Students will be assigned to routes based on their current PM transportation requirements. WCSD may need to enter Alternate Sites and assign students to those sites after delivery of the routes to ensure proper route assignment.

- Once bus runs are delivered, WCSD will review thoroughly and provide timely feedback. If no feedback is provided within 60 days, Transfinder will assume that bus runs are accepted as is.

Tentative Schedule

All dates will be determined based on signed contract date.

Task	Finish Date
WCSD signs contract with Transfinder	March 15, 2023
WCSD & TPS have KO Call for project	March 24, 2023
TPS begins evaluating parochial transportation	March 31, 2023
TPS provides confirmation if parochial school can be transported without extra cost	April 7, 2023
TPS begins efficiency routing of up to 50 PM bus runs	April 7, 2023
TPS delivers revised PM bus runs to WCSD	April 28, 2023
WCSD reviews bus runs and accepts project completion	Two weeks after delivery

Pricing

All costs listed below are based on the scope and assumptions included in this Statement of Work.

Item	Price
Transfinder Professional Services efficiency routing fees:	\$5,000.00
COST TO CLIENT	\$5,000.00

Acceptance

The client named below verifies that the terms of this Statement of Work are acceptable. The parties hereto are each acting with proper authority by their respective companies.

Wadsworth City School District

Company Name

Full Name

Title

Signature

Date



Proposal

440 State St
Schenectady, NY 12305

DATE: March 2, 2023

To: Jessica Widmer
Wadsworth City School District
524 Broad St
Wadsworth, OH 44281
PH: 330-336-3571

Phone: 888-427-2403 ext-8206

Prepared By: Angela Vitti
Title: Account Executive
Email: AVitti@transfinder.com
Fax: 518-723-8298

DESCRIPTION

This proposal has been prepared at your request.

This proposal expires 30 days from the date of issue.

Transfinder Professional Services efficiency routing fees	\$5,000.00
TOTAL JOB COST	\$5,000.00

This proposal is for completing the job(s) as described above or delivering the above described product(s). **This proposal expires 30 days from the date of issue.** All invoices are due and payable upon receipt. The total system cost for any of the above options, is due and payable upon installation or receipt of the software installation CD. Any Federal and/or State Sales or local taxes are the responsibility of the Licensee.

APPROVED BY:

NAME & TITLE

SIGNATURE

DATE



THE COLLEGE OF
WOOSTER

**MEMORANDUM OF UNDERSTANDING
FOR THE HOSTING OF STUDENT TEACHERS**

This Memorandum of Understanding (MOU), by and between The College of Wooster (hereinafter "the College"), located at 930 College Mall, Wooster, Ohio 44691, and Wadsworth City School District (hereinafter "the District"), located at 524 Broad Street, Wadsworth, OH 44281, is as follows:

WHEREAS, the College requires its Education licensure students to successfully complete a 12-week student teaching practicum, in a public or private school setting; and,

WHEREAS, a teacher currently employed by the District (hereinafter "the mentor"), who is identified in Attachment A, has expressed a willingness to host a Department of Education teacher candidate for purposes of completing a student teaching practicum and to assume the duties inherent in hosting said student also as defined in Attachment A; and,

WHEREAS, the College wishes to place a student teacher with the mentor for the term identified in Attachment A;

WHEREAS, the College wishes to show its appreciation for the successful completion of mentor duties in the amount shown in Attachment A, said amount being donated at the end of each semester during which mentoring occurred; and,

WHEREAS, Ohio Ethics Commission ruling prohibits the College from directly compensating teachers for being mentors, it is the District's discretion to direct any such compensation to the mentor(s).

NOW THEREFORE, the College and the district agree that the mentor is permitted by the District to host the student teacher and to assume the duties inherent in hosting the student; and,

FURTHER AGREED, that the District will support both the mentor and the student teacher to make the student teaching experience successful for the mentor, the student teacher, and the mentor's students; and,

FURTHER AGREED, that the District will cooperate with the College in actively monitoring and supporting the student teaching experience via timely communication with the College and accommodation of monitoring visits, if any, by College representatives, in order to maximize the success of the experience for the mentor, the student teacher, and the mentor's students; and,

FURTHER AGREED, that the District and the College will actively collaborate in a timely manner to resolve to mutual acceptance any problems or concerns that arise as a result of the student teaching placement; and,

FURTHER AGREED, that for purposes of administering this MOU, the contact persons for the District and the College are as identified in Attachment A; and,

FURTHER AGREED, that this MOU is the entire agreement between the District and the College and amendments must be mutually agreed to in writing prior to their application.

ACKNOWLEDGED AND ACCEPTED BY:

School District

The College of Wooster

Authorized Signature

Date

Authorized Signature

Date

Print Name

Print Name



Frantz Law Group
A Professional Law Corporation

Confidential Attorney-Client Communication

March 2, 2023

Wadsworth City School District
Andrew Hill
ahill@wadsworthschools.org

Re: Settlement Offer for Government Entity Claims Against JUUL Labs, Inc. ("JLI")

Dear Wadsworth City School District:

We are pleased to inform you that pursuant to the confidential, global "Government Entity Settlement Agreement" with JUUL Labs, Inc. ("JLI"), Wadsworth City School District is eligible to receive a gross offer of **\$77,285.27** to resolve its Government Entity claims against JLI. From that amount, attorneys' fees, case costs, and the court-ordered Common Benefit Expense assessment will be deducted. In addition, any liens that may exist on the Settlement Funds must be satisfied and discharged before any Settlement Funds are released to Wadsworth City School District.

This gross settlement offer amount was determined by an allocation method and group of objective factors approved by the court appointed Mediator. The accompanying "JUUL School District Allocation Approach" document describes in detail those factors and the allocation methodology. The accompanying "Final Allocation: School Districts and Regional Education Agencies" document provides further information regarding the objective factors used in the allocation.

Please note, as explained further in the enclosed, "Description of Confidential Settlement Agreement" document, the gross settlement offer amount set forth above does not include any portion of the Bonus Payment funds to which DISTRICT will ultimately be entitled. The Bonus Payment funds to which DISTRICT will ultimate be entitled. The Bonus Payment funds could result in additional total payment of as much as 8.1% of the gross settlement offer stated above.

You are free to accept or reject this settlement offer, but we strongly recommend that you accept it. We believe that this is a fair and reasonable settlement offer for your Government Entity claims against JLI given (a) significant uncertainties regarding JLI's solvency; (b) the JLI-related harm the Entity has suffered; and (c) the burdens, risks, uncertainties, time, and expense of continue litigation (expense that the entity would ultimately bear). In our opinion, this Settlement is the best opportunity to receive fair and reasonable compensation for your Government Entity claims in the foreseeable future. Based upon the knowledge and experience we have gained through our years of involvement in litigation against HJLI, we believe that settling now and received payment for your Government Entity claims is clearly in your best interest.

If you reject this settlement offer, your Government Entity claims against JLY will continue in the court system. This will involve substantial additional delay and expense to you, and you also run the risk of ultimately receiving nothing for your claims against this defendant.

If you choose to follow our recommendation and accept your Government Entity settlement offer, please carefully review all of the accompanying documents, and then do ALL of the following:

1. An individual authorized by law to enter into settlement agreements on behalf of the Government Entity should sign the accompanying "Government Entity Release of All Claims" ("Release")
2. That same authorized individual should sign this letter where indicated below

Please return BOTH signed documents as soon as possible. You must return ALL PAGES of BOTH documents so that the processing of your claim will not be delayed.

A. Effect of Signing the Release

Please keep in mind that by its authorized representative signing the Release, the Government Entity is agreeing to accept the settlement money offered by JLI through the Settlement Program and, in exchange, is giving up its right to a trial against JLI and the other Released Parties¹⁶. Of course, trial is risky because the Government Entity could win or lose its case. If the Entity goes to trial, the jury could award it more, less, or no money against JLI. In addition, even if the Entity is successful at trial, JLI always has the right to appeal any jury award. The appeal process may take anywhere from two to three years to complete and would result in additional costs and expenses in the Entity's case. Any money awarded by the jury would not be paid to the Entity until the appeal process is complete and only if a finding has been made in the Entity's favor. Further, an appeal could also result in a judgment in the Entity's favor being set aside entirely, or a new trial could be ordered, meaning that the entire time-consuming, risky, and expensive litigation process would start over again.

Please note that the Release is a full and final release of ALL claims the Government Entity currently has, or may have in the future, against JLI and the other Released Parties" "concerning and/or connected with JUUL Products and/or with any injury with JUUL Products." Please also note that, pursuant to the terms of the Release and the Settlement Agreement, the executed Release becomes effective concurrent with JLI's payment of the Initial Government Entity Settlement Amount described in the accompanying "Description of Confidential Settlement Agreement."

B. The Government Entity's Net Settlement Offer Amount

As indicated at the outset of this letter, the *net* settlement amount the Government Entity will receive will be the gross settlement amount after deductions for attorneys' fees, case

¹⁶ Paragraph 10 of the enclosed Release sets out all of the Release Parties.

costs, and the court-ordered Common Benefit Expense assessment. In addition, any liens that may exist on the Government Entity's Settlement Funds must be satisfied and discharged by the Government Entity before any Settlement Funds can be released to the Entity.

The Government Entity's gross settlement offer amount was determined by an allocation method and group of objective factors approved by the court-appointed Mediator. The accompanying "JUUL School District Allocation Approach" document and the "Final Allocation: Scholl Districts and Regional Education Agencies" document describe in detail those factors and the allocation methodology. Please feel free to contact us if you have any questions about how the settlement offer value of you Government Entity was determined.

C. When the Government Entity Should Expect to Receive Its Initial Settlement Payment

As explained in the accompanying "Description of Confidential Settlement Agreement," JLI's Initial Settlement Payment into the Government Entity Settlement Trust Account will be paid within 45 days of the federal MDL Court's Final Approval of the proposed class action settlement against JLI involving economics loss claims by consumers who said they overpaid for JUUL's vaping products. In an Order issued on January 30, 2023, Judge Orrick scheduled for August 9, 2023, the Final Approval of the class action settlement, JLI's Initial Settlement Payment into the Government Entity Settlement Trust Account would be made sometime after September 25, 2023.

The best way to ensure that your Government Entity receives its initial settlement payment as quickly as possible is to promptly review, sign, and review the Release and this letter, after you carefully review all of the accompanying documents. We will keep you apprised of any developments that may affect the timing of Judge Orrick's grant of final approval of the class action settlement and, thus, the anticipated date of JLI's Initial Settlement Payment to Government Entities.

Again, if you choose to follow our strong recommendation and accept your Government Entity settlement offer, please have an authorized official sign BOTH the Release and this letter where indicated and return all pages to BOTH executed documents to us as soon as possible.

If you have questions about any aspects of this agreement Government Entity Settlement, this letter, the Release, or any of the accompanying documents, feel free to contact me at (855)-735-5945.

Sincerely,

Frantz Law Group

READ AND AGREED:

I am an official of the Government Entity on whose behalf I am acting and affirm that I am authorized by law to enter into settlement agreements on behalf of the Government Entity. I affirm that any and all processes required by law for me to enter into a settlement agreement on behalf of the Government Entity have been followed. I affirm that I have read and understand this letter, this Release, and the accompanying disclosure documents, and I am consenting on behalf of the Government Entity to the terms of the aggregate settlement and the settlement offer described in this letter, the Release, and the accompanying documents.

Andrew Hill

Printed Name

_____ Date

Wadsworth City School District Representative

Title within Government Entity

Signature

DESCRIPTION OF CONFIDENTIAL SETTLEMENT AGREEMENT
BETWEEN JUUL LABS, INC.
AND SETTLING GOVERNMENT ENTITY PLAINTIFFS

Juul Labs, Inc., and its successors and assigns (collectively “JLI”) has entered into a Settlement Agreement with court-appointed Plaintiffs’ Leadership in MDL No. 2913 and JCCP No. 5052 (together “Plaintiffs’ Leadership”¹) on behalf of all Settling Government Entity Plaintiffs and the JLI National Settlement Trust. The Settlement Agreement establishes a program to resolve, only as against JLI and the other Released Parties², the actions and claims that the Settling Government Entity Plaintiffs had, now have, or will have in the future against JLI in connection with the design, manufacture, production, advertisement, marketing, distribution, sale, use, and performance of JUUL Products.

Total Value of Settlement and Payment Schedule

Plaintiffs’ Leadership negotiated a total gross Government Entity settlement fund with JLI of \$555,000,000 in Settlement Payments plus a maximum of \$45,000,000 in Government Entity Bonus Payments.

The **Settlement Payment** funds will be paid by JLI into the Government Entity Settlement Trust Account pursuant to the following schedule:³

- Initial Payment – a maximum of \$300,000,000 – to be paid within 45 days of Final Approval of the Class Action against JLI
- December 15, 2023 (Second) Payment – a maximum of \$60,562,500
- December 15, 2024 (Third) Payment – a maximum of \$60,562,500
- December 15, 2025 (Fourth) Payment – a maximum of \$66,937,500
- December 15, 2026 (Fifth) Payment – a maximum of \$66,937,500

Each Settlement Payment above will be divided such that the Municipality Portion is 21.5% and the School District Portion is 78.5%, *if all* Eligible Government Entity Plaintiffs agree to participate in this Settlement Program. Thus, the total *maximum* Settlement Payment funds to be received by the Settling Municipalities is \$119,000,000 and by the Settling School Districts is \$436,000,000. Pursuant to the Settlement Agreement, this allocation of the total Government Entity settlement fund was recommended and ultimately approved by the Mediator, Thomas J. Perrelli, who was appointed by the MDL Court.

¹ “Plaintiffs’ Leadership” means the court-appointed Plaintiffs’ Co-Lead Counsel in MDL No. 2913 (Sarah London, Dena Sharp, Ellen Relkin, and Dean Kawamoto), MDL Government Entity Liaison Counsel Tom Cartmell, and the court-appointed Public Entity Plaintiffs Co-Lead Counsel in JCCP No. 5052 (John Fiske and Rahul Ravipudi).

² The “Released Parties” are set out in the “Government Entity Release of All Claims” in Definition 10 (pages 2-3).

³ Under the terms of the Settlement Agreement, JLI has “the option to prepay the net present value of the remaining Annual Payments, at its election at an annualized discount rate of 12.5% of the nominal value of that portion of the remaining Annual Payments to which such prepayment is applied (which application shall be made in chronological order of the due date for such Annual Payments).”

Because the above payments by JLI are to be made over time, each Settling Government Entity Plaintiff will also receive its total allocated share of the Settlement Payment funds over time. That is, the Settling Government Entity will receive an Initial Payment of 54.05% of its total allocation, followed by: 10.91% of its total allocation on December 15, 2023; 10.91% on December 15, 2024; 12.06% on December 15, 2025; and 12.06% on December 15, 2026.

If an Eligible Government Entity Plaintiff declines to participate in this Settlement Program, an amount equal to that Government Entity's allocated share of the Initial Payment amount shall be deducted from the Initial Payment amount. And all subsequent payments to be made by JLI pursuant to the schedule above shall be similarly reduced to account for that non-settling Government Entity's allocated share.

The **Bonus Payment** funds will be paid by JLI into the Government Entity Settlement Trust Account pursuant to the following schedule:

- December 15, 2023 (along with Second Payment above) – a maximum of \$10,687,500
- December 15, 2024 (with Third Payment) – a maximum of \$10,687,500
- December 15, 2025 (with Fourth Payment) – a maximum of \$11,812,500
- December 15, 2026 (with Fifth Payment) – a maximum of \$11,812,500

Each Bonus Payment above will be divided such that the Municipality Portion is 21.5% and the School District Portion is 78.5%, *if all* Eligible Government Entity Plaintiffs agree to participate in this Settlement Program. Each Settling Government Entity will receive the same percentage of each Bonus Payment above as its percentage of the Total Allocation (as specified on the "Final Allocation: Counties and Cities" document).

As with the Settlement Payments above, if an Eligible Government Entity Plaintiff declines to participate in this Settlement Program, an amount equal to that Government Entity's allocated percentage share of the Initial Payment amount shall be deducted from each of the Bonus Payment amounts above.

In addition, the maximum Bonus Payment amounts above will be reduced under the terms of the Settlement Agreement if any New Government Entity Suit is filed during the time period of this Settlement Program. Any such lawsuit, filed by a Government Entity that is not an Eligible Government Entity Plaintiff under the Settlement Agreement, will result in a total deduction from the Bonus Payments of no less than \$50,000 and no greater than the estimated allocation that such New Government Entity would have received had its lawsuit been filed prior to October 3, 2022 (but after September 1, 2022).

Settlement Offer Values and the Claim Valuation Process

In order to be an Eligible Government Entity Plaintiff and participate in the Settlement Program, the Government Entity must have (1) filed a claim or cause of action against JLI or any Released Party as of December 6, 2022, or (2) retained, by no later than December 6, 2022, counsel who represent a different Eligible Government Entity Plaintiff that filed prior to December 6, 2022. A Government Entity under the Settlement Agreement is any U.S. domestic government entity, including but not limited to school districts, counties, cities, and municipalities (but not including Native American Tribes, U.S. States, or U.S. territories).

A total of approximately 1,547 Eligible Government Entity Plaintiffs are covered by the Settlement Agreement. The School District Portion of the Settlement Funds will be allocated to approximately 1,489 of these Entities (1461 School Districts and 25 Regional Education Agencies), and the Municipality Portion of the Settlement Funds will be allocated to 58 of these Entities (46 Counties, 11 Cities, and 1 County Health Agency). As noted above, each total Settlement Payment (and total Bonus Payment) will be divided such that the Municipality Portion is 21.5% and the School District Portion is 78.5%, assuming that *all* Eligible Government Entity Plaintiffs agree to participate in this Settlement Program. Thus, the total maximum Settlement Payment funds to be received by the Settling Municipalities is \$119,000,000 (plus a maximum of \$9,675,000 in Bonus Payments) and by the Settling School Districts is \$436,000,000 (plus a maximum of \$35,325,000 in Bonus Payments).

The accompanying "JUUL School District Allocation Approach" document sets out in detail the method and factors approved by the court-appointed Mediator for allocating the School District Portion of the Settlement Funds among the 1,489 Eligible School Districts. (A similar method is used to determine the allocation for the Municipality Portion of the Settlement Funds.) The accompanying "Final Allocation: School Districts and Regional Education Agencies" document sets out each of the 1,489 Eligible School District Entities' allocated percentage and dollar amount share of the \$555,000,000 total Settlement Payment along with each Entity's relevant allocation factors.

We believe that each Eligible Government Entity's settlement offer value under this Settlement Agreement fairly reflects the circumstances of each Government Entity's case against JLI. If you have any questions regarding the court-appointed Mediator's allocation factors and method, the amount of your allocated share of the Settlement Funds, or any aspect of the information provided in this "Description of Confidential Settlement Agreement" document, please contact us and we will be happy to answer your questions.

Use of Settlement Proceeds

The settlement proceeds are intended to be used for "compensatory restitution or remediation," and no amount to be distributed under the Settlement Agreement "represents reimbursement to any Settling Government Entity Plaintiff for the costs of any investigation or litigation (except for the amounts paid for Attorney's fees and Expenses pursuant to Section 19 of this Settlement Agreement)." Compensatory restitution or remediation are broad terms that are not specifically enumerated or defined in the Settlement and thus provide flexibility to Settling Government Entity Plaintiffs to use the settlement proceeds to address the problem of youth vaping and nicotine addiction. Each Settling Government Entity is required to designate a single appropriate official to file a return on IRS Form 1098-F reporting the amount distributable to the Settling Government Entity Plaintiff as restitution/remediation and a copy of such 1098-F form shall be provided to JLI.

Attorneys' Fees, Litigation Costs, and Common Benefit Assessment

Each Eligible Government Entity's Settlement Allocation -- detailed for School Districts in the accompanying court-appointed Mediator's "Final Allocation: School Districts and Regional Education Agencies" document -- is the Entity's gross settlement amount before the reduction for attorney's fees, case expenses, the court-ordered Common Benefit assessment, and any applicable liens.

The attorneys' fees to be paid by each settling Government Entity are those set forth in the Entity's attorney-client contract. Expenses to be reimbursed by a settling Entity will be reflected on the final "Disbursement Statement" (to be provided in the future) and will include case-specific and general expenses. Case-specific expenses are those that benefit a specific Entity (e.g., the costs of filing the Entity's lawsuit). General expenses are those that benefit a larger group of Entities represented by the same law firm. General expenses are allocated across the group of benefited Entities in accordance with the Entity's attorney-client contract. In addition, each settling Entity's net settlement amount will reflect a court-ordered assessment for the Common Benefit Fee and Expense fund of between 7% and 10% of the Claimant's total gross settlement amount.⁴ The common benefit Fee and Expense Fund assessment is used by the Court to reimburse the attorneys who spent time and outlaid expenses in connection with Common Benefit Work in the coordinated Federal and California litigation.

Liens

The "Government Entity Release of All Claims" ("Release") to be signed by each Settling Government Entity Plaintiff provides that the Entity "shall identify to the Government Entity Settlement Administrator for the Government Entity Settlement all Persons and entities known to it to hold or assert any Lien with respect to any Settlement Payment." The Release further provides that the settling Government Entity is solely responsible for the "satisfaction and discharge of any and all Liens with respect to any Settlement Payment," and that prior to the first time that an Individual Government Entity Settlement Payment is made to it, the Entity "shall represent and warrant that any and all Liens with respect to any and all Settlement Payments (and/or the right to receive any and all Settlement Payments) have been satisfied and discharged."

Right of Termination

Under the terms of the Settlement Agreement, JLI retains the right to terminate this Settlement Agreement if more than a certain number of Eligible Government Entity Plaintiffs do not timely accept their settlement offers through the Settlement Program and submit a properly executed "Government Entity Release of All Claims." JLI also retains the right to terminate this Settlement Agreement if the MDL Court does not grant Final Approval to the Class Settlement Agreement for which the Court did grant Preliminary Approval on January 20, 2023. If this Settlement Agreement is terminated for any reason, the JUUL-related claims of each Eligible Government Entity against JLI shall revert to the same position they were in immediately prior to the execution of this Settlement Agreement, and those claims against JLI will continue to be prosecuted in the court system.

⁴ This assessment is required by parallel federal and state court orders: Case Management Order 5(A) "Establishing a Common Benefit Fee and Expense Fund," entered on May 27, 2020, by Judge William H. Orrick, U.S. District Court Northern District of California in *In re: JUUL Labs, Inc., Marketing, Sales Practices, and Products Liability Litigation* (MDL No. 2913); and Case Management Order 10 -- "Public Entity Plaintiffs' Supplemental Common Benefit Order," entered on July 28, 2020, by Judge Ann I. Jones, Superior Court of the State of California, County of Los Angeles-Spring Street in *JUUL Labs Product Cases* (JCCP No. 5052). Both orders provide for a Costs Assessment of 2% and a Fee Assessment of 5% (or, in one instance, 8%) of the gross settlement amount. "Late Participating Counsel" under Judge Orrick's CMO 5(A) are the lone exception and are subject to an 8% Fee Assessment.

Confidentiality and Non-Disparagement

Under the terms of the Settlement Agreement and the Release, the terms of the Settlement Agreement are confidential and are intended to remain confidential to the extent permitted by law. No Government Entity or its counsel may disclose any terms of the Settlement Agreement, including the amount of any Settlement Payment to any Person except as may be required by applicable Law (including open records and open meeting laws) or to effectuate the settlement. A Settling Government Entity may disclose such information to its counsel, accountants and/or financial advisors, each of whom the Entity shall, upon such disclosure, instruct to maintain and honor the confidentiality of such information. This confidentiality provision is not to be construed to prevent the settling Entity from revealing that a settlement has been reached.

Please read the “Confidentiality” provision of the Release carefully. The Defendant may take legal action against a Government Entity including seeking injunctive or other equitable relief or an order requiring the breaching Government Entity to forfeit some or all of its settlement proceeds if it is determined to have violated the confidentiality provision of the Release.

In addition, the Settlement Agreement provides that neither JLI nor any Settling Eligible Government Entity Plaintiff nor “its counsel, or anyone else acting on behalf of any of them, shall make any premeditated public statement disparaging any Party [to the Settlement Agreement] or its counsel in connection with the Government Entity Plaintiffs’ cases, this Settlement Agreement or JUUL Products.”

JUUL School District Allocation Approach

This document describes the allocation method used to determine how a global settlement amount will be distributed among the group of litigating educational entities. A similar method is applied to the allocation for counties and cities. As of February 14, 2023, the total number of litigating educational entities was 1,489,¹ comprised of 1,464 school districts and 25 regional education agencies.² **Table 1** provides a distributional summary of litigating entities by type and size.

TABLE 1. SUMMARY OF LITIGATING EDUCATIONAL ENTITIES, BY ENTITY TYPE³

STUDENT POPULATION	SCHOOL DISTRICTS	REGIONAL EDUCATION AGENCIES	TOTAL
- 250	61	-	61
251 - 1,000	317	1	318
1,001 - 2,500	405	-	405
2,501 - 10,000	415	5	420
10,001 - 25,000	172	9	181
25,001 - 100,000	77	7	84
100,001 - 200,000	10	1	11
>= 200,000	7	2	9
Total	1,464	25	1,489
Percent of Total	98%	2%	100%
Median Size	2,157	16,934	

The allocation method relies on student population as the primary allocation factor, with the number of physical schools serving as a secondary factor for school districts. Given the heterogeneity of the group of litigating educational entities, the allocation method also incorporates additional weighting factors and rules establishing a minimum and maximum allocation per entity. The allocation method is described in greater detail below.

¹ Per the terms of the Master Settlement Agreement, the allocation excludes entities that did not retain counsel by 12/6/2022 or did not submit a Plaintiff Fact Sheet by 1/13/2023.

² Regional education agencies are agencies which provide specialized education services and support for more than one school district. These include County Offices of Education (CA), Educational Service Centers (OH), Boards of Cooperative Educational Services (NY), and Intermediate School Districts (MI).

³ As discussed further in Section A, regional education agencies may also directly administer a group of schools within its jurisdiction. In such instances, a regional education agency is counted twice – once as a school district and once as a regional education agency.

A. ALLOCATION FACTORS

Student population is the primary factor used to determine the share of a global settlement that each entity will receive, where each entity is provided a fixed dollar amount per student. Student population is drawn from the National Center of Education Statistics (NCES) Elementary/Secondary Information System (ELSI) for the school year 2020-21.^{4,5}

The allocation model includes a second factor: **number of schools**. The same NCES data set is used to determine the number of schools operated by each school district. This second factor is intended to recognize that a portion of abatement costs is driven by the number of schools that a school district operates.

For both student population and the number of schools, the allocation model weights elementary and middle school-aged students to high school-aged students at a ratio of one-third, and two-thirds, respectively. **Table 2** below shows how the model defines elementary, middle, and high school-aged students. Schools are defined based on the highest grade level served. For example, a school that serves kindergarten through fifth grade is defined as an elementary school where a school that serves kindergarten through eighth grade is defined as a middle school. These weightings recognize that the potential for JUUL use generally increases with age.

TABLE 2. GRADE-LEVEL WEIGHTING FACTORS

	WEIGHTING FACTOR	SCHOOL DISTRICTS
Elementary School (ES)	1/3	Grades PK-5
Middle School (MS)	2/3	Grades 6-8
High School (HS)	1	Grades 9-12

In addition to grade-level weighting, the allocation model incorporates the following additional factors:

- Special Consideration for Bellwethers.** In recognition of the additional level of effort and associated litigation costs, all litigating entities that are serving as bellwether cases will receive a baseline allocation of 0.720 percent (or \$4.00 million under the current \$555 million settlement) and a weighting factor of 4.5.

In recognition of its role as both a municipality and an administrator of the local school district, the City of Rochester will receive a baseline allocation of 0.720 percent as a school district (or \$4.00 million under the current \$555 million settlement) and a separate baseline allocation of 0.0720 percent as a city (or \$400,000 under the current \$555 million settlement). In addition, the allocation method applies a 5.0 weight to the City of Rochester.
- Regional Education Agencies.** The allocation method applies a 0.05 weighting to regional education agencies. This weighting is intended to recognize the more minimal level of engagement and interaction that occurs between these entities and students relative to school districts. Regional education agencies may also directly administer a group of schools

⁴ U.S. Department of Education. Institute of Education Sciences, National Center for Education Statistics. See Elementary/Secondary Information System. Available online at: <https://nces.ed.gov/ccd/elsi/>

⁵ For Regional Education Agencies, we calculate the population as the total population of all districts served by that agency.

within its jurisdiction; the method separately treats these schools and the associated student population as a school district for purposes of allocation.⁶

- **Litigation Risk Weighting.** The allocation method incorporates three factors to reflect litigation risk: (a) entity size as measured by student population, (b) filing status, and (c) state jurisdiction. Note, these weighting factors do not apply to bellwethers.

Entity Size. As previously discussed, the group of litigating entities is highly heterogenous with respect to the number of students that each entity serves. In general, there is an inverse relationship between entity size (based on the number of students served) and litigation risk. Accordingly, the allocation method incorporates the following weights based on student population (**Table 3**). These weights apply to both the per student and per school portions of the allocation method.

TABLE 3. LITIGATION RISK WEIGHTING BY SIZE CLASS: SCHOOL DISTRICTS

STUDENT POPULATION	WEIGHTING FACTOR
< 10,001	0.50
10,001 to 25,000	0.75
25,001 to 100,000	1.00
100,001 to 200,000	1.25
>200,000	1.50

Filing Status. In addition to size, the allocation method also considers filing status as a secondary risk factor. Specifically, we define three filing groups:

- Filing Group 1 includes entities filed before 9/1/2022.
- Filing Group 2 includes entities filed after 9/1/2022 or filed after 10/3/2022 but appearing on either of two MDL census lists.⁷
- Filing Group 3 includes entities filed after 10/3/2022 but retained prior to 12/6/2022. Any entity retained after 12/6/2022 is excluded from the allocation.

No adjustments are applied to entities in Filing Group 1. **Table 4** show the percentage discounts applied to Filing Groups 2 and 3. Note, the discount for Filing Group 3 is applied on top of the Filing Group 2 discount.

⁶ For example, San Diego County Office of Education supports all the districts in SD County (which include almost 500,000 students) and directly runs 7 schools with over 1,000 students.

⁷ The allocation method considers presence on either the MDL census dated 12/2019 and 10/4/2022.

TABLE 4. LITIGATION RISK WEIGHTING: SCHOOL DISTRICTS

STUDENT POPULATION	FILING GROUP 1	FILING GROUP 2		FILING GROUP 3	
		PERCENTAGE DISCOUNT	ADJUSTED-WEIGHT	PERCENTAGE DISCOUNT	ADJUSTED-WEIGHT
< 10,001	0.50	10%	0.45	65%	0.16
10,001 to 25,000	0.75		0.68		0.24
25,001 to 100,000	1.00	25%	0.75		0.26
100,001 to 200,000	1.25	40%	0.75		0.26
>200,000	1.50		0.90		0.32

State Jurisdiction. Finally, the method applies a 0.50 weighting for litigating entities located in the State of Oklahoma. This factor reflects information provided by the legal team regarding rulings issued by the Oklahoma Supreme Court that would have a likely negative effect on cases brought in that state.

B. MINIMUM AND MAXIMUM ALLOCATION PER ENTITY

Given the heterogeneity of the educational entities, the allocation method applies the following minimum and maximum allocation rules:

- **Minimum Allocation.** The minimum allocation for any entity is 0.0015 percent of the total settlement amount, or \$8,300 based on the current settlement amount of \$555 million. Funding for minimums is taken from all entities above the minimum in proportion to their original allocation excluding baseline allocation amounts to the bellwether entities.
- **Maximum Allocation.** The maximum allocation for any entity is 4.286 percent of the total settlement amount, or \$23.79 million based on the current settlement amount of \$555 million. Any funding in excess of the maximum allocation is redistributed to the remaining litigating entities in proportion to their original allocation excluding baseline allocation amounts to the bellwether entities. Entities that received the minimum allocation do not receive any of the redistributed 'excess' funding.

To execute the minimum and maximum allocation rules, we first find all entities below the minimum allocation and bring them up to the minimum allocation by redistributing funds from all entities which receive more than the minimum allocation. If this redistribution results in any entities falling below the minimum, the process is repeated. After ensuring that all entities receive the minimum allocation, we then find all entities above the maximum allocation. We redistribute all funding in excess of the maximum to the subset of entities below the maximum, excluding the subset of entities that received the minimum allocation. This process is repeated until no entities receive more than the maximum allocation.⁸

C. ALLOCATION PER STUDENT AND PER SCHOOL

The allocation is distributed using a defined dollar amount per student and, for school districts, an additional amount based on a defined dollar amount per school. To calculate the amount per student (or per school), the total amount allocated to students is divided by the total student (or school) population, adjusted for the weighting factors described above. The steps for calculating the

⁸ For the minimum and maximum allocation rule the process is repeated once under the current allocation.

per student allocation for school districts is described in greater detail below. The steps are the same for calculating the per school allocation for school districts.

To calculate the per student allocation for school districts:

1. Calculate the share of the global settlement allocated to students for school districts.

Under the current allocation method, 78.5 percent of the global settlement is allocated to school districts and 21.5 percent to municipalities (i.e., cities and counties). After taking into the baseline allocation for school districts (e.g., \$4 million for bellwethers), the remaining amount is allocated: 80 percent in proportion to the weighted number of students and 20 percent in proportion to the weighted number of schools. **Appendix A** provides an illustration of these allocations between school districts and municipalities, and within school districts, between students and schools.

2. Calculate the sum of the *weighted* student population for all school districts.

In the below formula, the *Entity Weight* refers to the product of all weighting factors applicable to a specific entity. For example, a regional education agency that serves 25,000 students has a weight of 0.0375 (i.e., 0.05 multiplied by 0.75).

$$\text{Total Weighted Student Population} = \sum_{\text{Entities}} \text{Weighted Student Population}_{\text{Entity}}$$

Where:

$\text{Weighted Student Population}_{\text{Entity}}$

$$= \left(\text{ES Students}_{\text{Entity}} \times \frac{1}{3} + \text{MS Students}_{\text{Entity}} \times \frac{2}{3} + \text{HS Students}_{\text{Entity}} \right) \times \text{Entity Weight}_{\text{Entity}}$$

Some examples:

The weighted population for a bellwether school district is the sum of the following three figures multiplied by an Entity Weight of 4.5:

- Elementary school students subtotal multiplied by 1/3
- Middle school students subtotal multiplied by 2/3
- High school students subtotal

The weighted population for a school district with less than 10,000 students is the sum of the following three figures multiplied by an Entity Weight of 0.50:

- Elementary school students subtotal multiplied by 1/3
- Middle school students subtotal multiplied by 2/3
- High school students subtotal

3. Calculate the 'dollar per weighted student' by dividing the per student portion of the allocation (Step 1) by the weighted student population (Step 2).

$$\text{\$ per Weighted Student} = \frac{\text{Per Student Portion of School District Allocation}}{\text{Total Weighted Student Population}}$$

Appendix B includes examples of the per capita calculations for students and schools for the global settlement amount.

D. ALLOCATION FORMULA

With the per student and per school allocation amount calculated, the formulas below calculate the allocation amount by entity type. **Appendix B** includes example allocations for representative school districts.

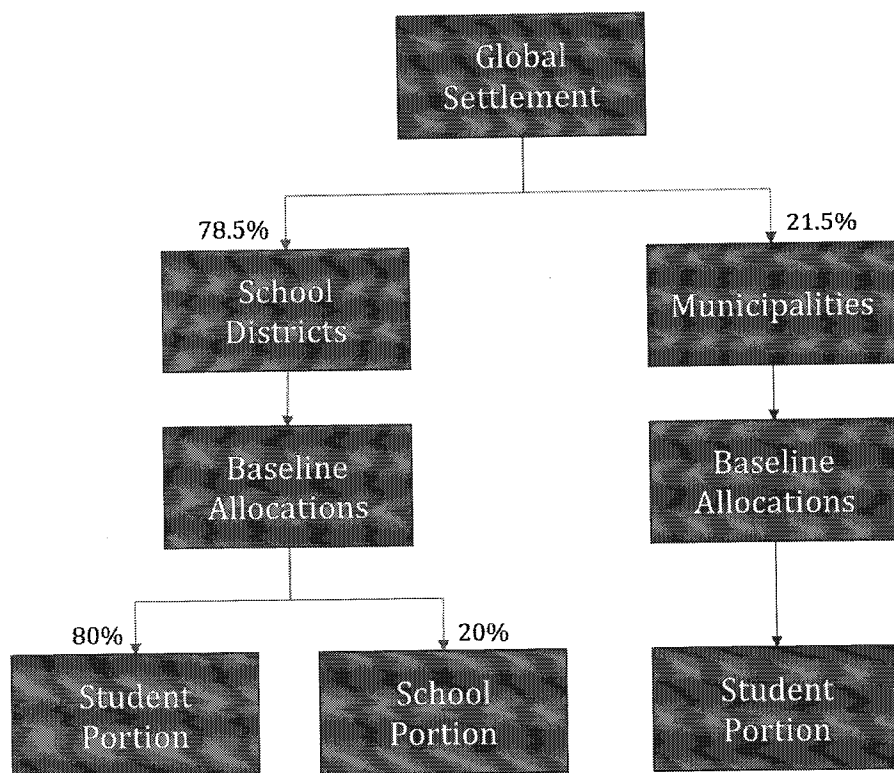
School District Allocation Formula

$$\begin{aligned} \text{Allocation}_{\text{Entity}} = & \text{Baseline}_{\text{Entity}} \\ & + \text{\$ per Weighted Student} \times \text{Weighted Student Population}_{\text{Entity}} \\ & + \text{\$ per Weighted School} \times \text{Weighted Number of Schools}_{\text{Entity}} \\ & + \% \text{ change in per capita allocation from the reallocation of max and mins} \end{aligned} \quad \left. \vphantom{\begin{aligned} \text{Allocation}_{\text{Entity}} = & \text{Baseline}_{\text{Entity}} \\ & + \text{\$ per Weighted Student} \times \text{Weighted Student Population}_{\text{Entity}} \\ & + \text{\$ per Weighted School} \times \text{Weighted Number of Schools}_{\text{Entity}} \\ & + \% \text{ change in per capita allocation from the reallocation of max and mins} \end{aligned}} \right\} \text{Per capita allocation}$$

Below is the allocation formula broken down separately between students and schools:

$$\begin{aligned} \text{Allocation}_{\text{Entity}} = & \text{Baseline}_{\text{Entity}} \\ & + \text{\$ per Weighted Student} \\ & \quad \times \left(\text{ES Student}_{\text{Entity}} \times \frac{1}{3} + \text{MS Student}_{\text{Entity}} \times \frac{2}{3} + \text{HS Student}_{\text{Entity}} \right) \\ & \quad \times \text{Entity Weight}_{\text{Entity}} \\ & + \text{\$ per Weighted School} \\ & \quad \times \left(\text{ES Campus}_{\text{Entity}} \times \frac{1}{3} + \text{MS Campus}_{\text{Entity}} \times \frac{2}{3} + \text{HS Campus}_{\text{Entity}} \right) \\ & \quad \times \text{Entity Weight}_{\text{Entity}} \\ & + \% \text{ change in per capita allocation from the reallocation of max and mins} \end{aligned} \quad \left. \vphantom{\begin{aligned} \text{Allocation}_{\text{Entity}} = & \text{Baseline}_{\text{Entity}} \\ & + \text{\$ per Weighted Student} \\ & \quad \times \left(\text{ES Student}_{\text{Entity}} \times \frac{1}{3} + \text{MS Student}_{\text{Entity}} \times \frac{2}{3} + \text{HS Student}_{\text{Entity}} \right) \\ & \quad \times \text{Entity Weight}_{\text{Entity}} \\ & + \text{\$ per Weighted School} \\ & \quad \times \left(\text{ES Campus}_{\text{Entity}} \times \frac{1}{3} + \text{MS Campus}_{\text{Entity}} \times \frac{2}{3} + \text{HS Campus}_{\text{Entity}} \right) \\ & \quad \times \text{Entity Weight}_{\text{Entity}} \\ & + \% \text{ change in per capita allocation from the reallocation of max and mins} \end{aligned}} \right\} \begin{array}{l} \text{Weighted} \\ \text{Student} \\ \text{Population} \end{array} \quad \left. \vphantom{\begin{aligned} \text{Allocation}_{\text{Entity}} = & \text{Baseline}_{\text{Entity}} \\ & + \text{\$ per Weighted Student} \\ & \quad \times \left(\text{ES Student}_{\text{Entity}} \times \frac{1}{3} + \text{MS Student}_{\text{Entity}} \times \frac{2}{3} + \text{HS Student}_{\text{Entity}} \right) \\ & \quad \times \text{Entity Weight}_{\text{Entity}} \\ & + \text{\$ per Weighted School} \\ & \quad \times \left(\text{ES Campus}_{\text{Entity}} \times \frac{1}{3} + \text{MS Campus}_{\text{Entity}} \times \frac{2}{3} + \text{HS Campus}_{\text{Entity}} \right) \\ & \quad \times \text{Entity Weight}_{\text{Entity}} \\ & + \% \text{ change in per capita allocation from the reallocation of max and mins} \end{aligned}} \right\} \begin{array}{l} \text{Weighted} \\ \text{Number of} \\ \text{Schools} \end{array}$$

APPENDIX A. ALLOCATION FRAMEWORK



APPENDIX B. ALLOCATION FOR A \$555 MILLION DOLLAR GLOBAL SETTLEMENT

Table B.1 shows the top-level splits for the current global settlement of \$555 million. Below we show in more detail the calculations for school districts.

TABLE B.1. ALLOCATION DISTRIBUTION FOR A \$555 MILLION GLOBAL SETTLEMENT

	\$ per Entity (Millions)	Total (Millions)	%
Settlement		\$555	
School District Portion		\$436	78.5%
Baseline for bellwethers	\$4.00	\$16	4%
Baseline for non-bellwethers	\$0.00	\$0	0%
Remaining for districts after baselines		\$420	96%
Student Portion		\$336	80%
School Portion		\$84	20%
Municipality Portion		\$119	21.5%

School District Allocation**Allocation per Student**

Table B.2 shows the number of students, unweighted and weighted, by grade level for all currently litigating school districts and regional offices of education. The calculation below shows the dollar per weighted student for a global settlement amount of \$555 million. Note, that the weighted number of students reflects all the allocation factors described in **Section A**.

TABLE B.2. ALLOCATION PER STUDENT: SCHOOL DISTRICT

Grade Level	Unweighted # of Students (Millions)	Weighted # of Students (Millions)
Elementary School (ES)	7.15	1.92
Middle School (MS)	3.66	1.97
High School (HS)	5.26	4.14
Total	16.07	8.03

*Totals may not sum due to rounding.

$$\begin{aligned}
 \text{\$ per Weighted Student} &= \frac{\text{Per Student Portion of School District allocation}}{\text{Total Weighted Student Population}} \\
 &= \frac{\$336 \text{ Million}}{8.03 \text{ Million Weighted Students}} \\
 &= \frac{\$41.8}{\text{Weighted Student}}
 \end{aligned}$$

Allocation per School

Table B.3 shows the number of schools, unweighted and weighted, by grade level for all currently litigating school districts and regional offices of education. The calculation below shows the dollar per weighted school for a global settlement amount of \$555 million. Note, that the weighted number of schools reflects all the allocation factors described in **Section A**.

TABLE B.3. ALLOCATION PER SCHOOL

Grade Level	Unweighted # of Schools	Weighted # of Schools
Elementary School (ES)	10,964	2,864
Middle School (MS)	9,137	4,524
High School (HS)	7,315	5,264
Total	27,416	12,653

*Totals may not sum due to rounding.

$$\begin{aligned}
 \$ \text{ per Weighted School} &= \frac{\text{Per School Portion of School District allocation}}{\text{Total Weighted \# of Schools}} \\
 &= \frac{\$84 \text{ Million}}{12,653 \text{ Weighted Schools}} \\
 &= \frac{\$6.6 \text{ k}}{\text{Weighted School}}
 \end{aligned}$$

Distribution of allocation from minimum and maximum allocation rules

As discussed in **Section B**, the allocation method applies an iterative process to raise the allocation amount for all entities below the minimum and redistributing excess funding for entities above the maximum.⁹ **Table B.4** presents the aggregate change in funding from these two rules and then presents the change in allocation as a percentage for the subset of entities above the minimum but below the maximum.

TABLE B.4. REALLOCATION OF MINIMUMS AND MAXIMUMS (IN MILLIONS)

	Funding for minimums A	Excess from maximums B	Total to be redistributed C = A + B	Per capita allocation of entities not receiving min or max D	% change in per capita allocation E = C/D
School districts	-\$0.49	\$9.24	\$8.76	\$365.86	2.39%

*Totals may not sum due to rounding.

Tables B.5 to B.7 summarize allocations for *example* school districts under a global settlement amount of \$555 million.

⁹ For example, to implement the minimum allocation rules, the redistribution process is repeated only once. For the maximum allocation rule, the process is repeated once as well.

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TABLE B.5. EXAMPLE ALLOCATION PER STUDENT PORTION

Entity (Filed before 9/1/2022)	Entity Weight <i>A</i>	# ES Students <i>B</i>	# MS Students <i>C</i>	# HS Students <i>D</i>	Total Students (Unweighted) <i>E</i>	Total Student (Weighted) ¹ <i>F</i>	\$ per Weighted Student <i>G</i>	Student Portion of Entity Allocation (\$ Millions) ² <i>H</i>
Bellwether school district	4.50	50,000	30,000	40,000	120,000	345,000	\$42	\$14.43
Midsize school district	0.75	5,000	3,000	4,000	12,000	5,750	\$42	\$0.24
¹ Total # of weighted students = $A \times (B \times \frac{1}{3} + C \times \frac{2}{3} + D)$								
² Student portion of the Allocation = $F \times G$								

*Totals may not sum due to rounding.

TABLE B.6. EXAMPLE ALLOCATION PER SCHOOL PORTION: SCHOOL DISTRICTS ONLY

Entity (Filed before 9/1/2022)	Entity Weight <i>A</i>	# ES School <i>I</i>	# MS Schools <i>J</i>	# HS Schools <i>K</i>	Total Schools (Unweighted) <i>L</i>	Total Schools (Weighted) ¹ <i>M</i>	\$ per Weighted School <i>N</i>	School Portion of Entity Allocation (\$ Millions) ² <i>O</i>
Bellwether school district	4.50	40	30	20	90	240	\$6,634	\$1.59
Midsize school district	0.75	4	3	1	8	3	\$6,634	\$0.02
¹ Total # of weighted schools = $A \times (I \times \frac{1}{3} + J \times \frac{2}{3} + K)$								
² Student portion of the Allocation = $M \times N$								

*Totals may not sum due to rounding.

TABLE B.7. EXAMPLE ALLOCATION TOTAL

Entity (Filed before 9/1/2022)	Entity Baseline (\$ Millions) <i>P</i>	Student Portion of Entity Allocation (\$ Millions) <i>H</i>	School Portion of Entity Allocation (\$ Millions) <i>O</i>	% Change in Per Capita Allocation <i>Q</i>	Redistributed Max and Min (\$ Millions) $R = Q \times (H+O)$	Total Entity Allocation (\$ Millions) $S = P+H+O+R$
Bellwether school district	\$4.00	\$14.43	\$1.59	2.39%	\$0.38	\$20.40
Midsize school district	\$0.00	\$0.24	\$0.02	2.39%	\$0.01	\$0.27

*Totals may not sum due to rounding.

GOVERNMENT ENTITY RELEASE OF ALL CLAIMS

Wadsworth City School District, the undersigned Releasor (the “Releasor”), is a plaintiff in the Juul Labs Inc. (“JLI”), Marketing, Sales Practices, and Products Liability Litigation. Releasor has received the disclosure documents regarding the allocation of the Government Entity Settlement Payments including its own expected settlement offer amount and has chosen to participate in the Government Entity Settlement Program¹⁶ set forth in the Government Entity Settlement Agreement dated as of December 6, 2022. Releasor understands that the terms of the Government Entity Settlement Agreement and this Release govern the resolution of Releasor’s claim. Releasor understands and agrees that this Release shall become effective concurrent with JLI’s payment of the Initial Government Entity Settlement Amount described in the Settlement Agreement. Once effective, this Release shall release any and all Claims Releasor and the other Releasing Parties have, or may have in the future, against the Released Parties concerning and/or connected with JUUL Products and/or with any injury Releasor has ever claimed, or may at any time in the future claim, the Released Parties caused in whole or in part concerning and/or connected with Juul Products.

Accordingly, in consideration for the Released Parties’ agreement to establish the Government Entity Settlement Program, the significant expenses being incurred by JLI in connection with the Government Entity Settlement Program, and the compensatory restitution or remediation amounts to be received for the Releasor’s claim in connection with the Government Entity Settlement, Releasor hereby gives and makes the following Release. By signing this Release, Releasor understands and acknowledges that although Releasor has received the disclosure documents regarding the allocation of the Government Entity Settlement Amount, including its own expected settlement amount, there is no assurance as to the precise amount of the payment to be made to any claimant under the Government Entity Settlement, and this fact shall in no way affect the validity or effect of this Release.

Definitions: As used in this Release, and in addition to the definitions set forth in the Preamble above, capitalized terms shall have the following definitions and meanings or such definitions and meanings as are accorded to them elsewhere in this Release. Terms used in the singular shall be deemed to include the plural and vice versa.

1. **“Claim-Over”** occurs when (a) a settling Government Entity Plaintiff asserts a Claim relating to the Released Claims and Liabilities against any Person that is not a Released Party (a “Non-Released Party”) and obtains a resulting judgment (a “Non-Released Party Judgment”); and (b) such Non-Released Party in turn obtains a judgment against a Released Party on a claim for contribution or indemnity or any similar theory other than contractual indemnification relating to such Non-Released Party’s joint liability with such Released Party.

¹⁶ Capitalized terms are either (i) defined below, or (ii) in the Settlement Agreement. Capitalized terms that are used but not otherwise defined herein shall have the meanings given such terms in the Settlement Agreement.

2. **"Claims"** means any and all rights, remedies, actions, proceedings under any Law, claims, demands, causes of action, suits at law or in equity, verdicts, enforcement actions, suits of judgments and/or Liens, past, present, and future, and any fraudulent transfer, conveyance, and related types of claims, of any kind whatsoever.
3. **"Individual Government Entity Settlement Payment"** means any payment made to a Releasing Party.
4. **"Law"** means a law, statute, ordinance, rule, regulation, case, or other legal provision or authority.
5. **"Liabilities"** means any and all damages, civil fines, penalties, monetary impositions of any nature, expenses, injunctive relief, debts, liabilities, obligations, covenants, promises, contracts, agreements and/or obligations, of any kind whatsoever, past, present, and future.
6. **"Lien"** means any lien, pledge, charge, security interest, assignment, encumbrance, subrogation right, third-party interest, or other adverse claim of any nature whatsoever against Releasor's Individual Government Entity Settlement Payment.
7. **"Non-Released Party"** or **"Non-Released Parties"** means Altria-related entities, including but not limited to Altria Group, Inc., Altria Client Services LLC, Altria Enterprises, LLC, Altria Group Distribution Company, Philip Morris USA, Inc., and any past, present, and future parents, subsidiaries, and affiliates of such Altria related entities and any Person who is not JLI or a Released Party, including but not limited to other e-cigarette manufacturers, including but not limited to R.J. Reynolds, NJOY, VUSE, or any other vaping or e-cigarette company, or any of their respective past, present or future parents, subsidiaries, and affiliates. Nothing in the Settlement Agreement or in Release Document is intended to, or does, constitute a release of a Non-Released Party. For the avoidance of doubt, and by way of illustration only, if a Non-Released Party acquires a Released Party, then the Non-Released Party shall acquire the rights and obligations of that Released Party under this Release with respect to Released Conduct without enhancement or limitation.
8. **"Release"** means releases, waivers, acknowledgements, and agreements for the benefit of the Released Parties.
9. **"Released Claims and Liabilities"** means, collectively, (i) Claims that any Releasing Party may have ever had, may now have, or at any time hereafter may have against any Released Party and (ii) Liabilities that any Released Party may have ever had, may now have, or at any time hereafter may have to any Releasing Party, in the case of clause (i) and clause (ii), to any extent, or in any way, arising out of, relating to, resulting from and/or connected with any conduct a Released Party engaged in on or before the

Execution Date. For the Avoidance of doubt, Released Claims and Liabilities does not include claims against Non-Released Parties.

10. **“Released Parties”** includes: (i) JLI and its past, present, and/or future affiliates, assigns, predecessors, successors, related companies, subsidiary companies, directors, officers, employees, shareholders, advisors, advertisers, attorneys, insurers, and agents; (ii) past, present, and/or future manufacturers, suppliers of materials, suppliers of components, and all other persons involved in the development, design, manufacture, formulation, testing, distribution, marketing, labeling, regulatory submissions, advertising and/or sale of any JUUL Product or component thereof; (iii) past, present, and/or future distributors, licensees, retailers, sellers, and resellers of JUUL products; (iv) all past, present and/or future persons and entities that are indemnified by JLI in connection with JUUL Products by contract or common law rights of indemnification or contribution, including those listed on Exhibit 2; and (v) the respective past, present, and/or future parents, subsidiaries, divisions, affiliates, joint venturers, predecessors, successors, assigns, transferees, insurers, shareholders (or the equivalent thereto), directors (or the equivalent thereto), officers (or the equivalent thereto), managers, principals, employees, consultants, advisors, attorneys, agents, servants, representatives, heirs, trustees, executors, estate administrators, and personal representatives (or the equivalent thereto) of the parties referred to in this paragraph.
11. **“Releasing Parties”** means (i) Releasor and (ii) any and all Persons and/or entities within the Releasor’s authority to release Claims and/or Liabilities, whether their right to sue is independent, derivative, or otherwise.
12. **“Settlement Agreement”** means the Government Entity Settlement Agreement dated as of December 6, 2022.
13. **“Settlement Program”** means the Government Entity Settlement Program set forth in the Government Entity Settlement Agreement.

Releases: Except as set forth in this section “Pursuit of Certain Claims” below, on its own behalf and on the behalf of each other Releasing Party, Releasor hereby knowingly and voluntarily releases, relinquishes, and forever discharges the Released Parties from the Released Claims and Liabilities. Further, on its own behalf and on behalf of each other Releasing Party, Releasor hereby releases Released Parties from responsibility or liability for any individual settlement amount allocation, or division, or payment of any individual settlement amount in the Government Entity Settlement Agreement or Government Entity Settlement Program. Provided that nothing in this release eliminates or impairs the obligations of the Released Parties to fund the Government Entity Settlement Program under the Government Entity Settlement Agreement.

Releasor acknowledges that it may in the future learn of additional and/or different facts as they related to JUUL Products, the Released Parties’ activities as they relate to JUUL Products, and/or any injury Releasor has ever claimed, or may at any time in the future claim, JUUL Products

caused in whole or in part. Releasor understands and acknowledges the significance and consequences of releasing all of the Released Claims and Liabilities and hereby assumes full risk and responsibility for any and all such additional and/or different facts and any and all Released Claims and Liabilities that Releasor may hereinafter incur or discover. To the extent that any Law may at any time purport to preserve releasor's and/or any other Releasing Party's right to hereinafter assert any such unknown and/or unanticipated Claims and/or Liabilities, Releasor hereby specifically and expressly waives (to the fullest extent permitted by applicable Law) each Releasing Party's rights under such Law. Releasor further acknowledges having had an opportunity to obtain advice of counsel of its choosing regarding this waiver, and having discussed it with such counsel to its satisfaction.

On its own behalf and on behalf of each other Releasing Party, Releasor acknowledges and agrees that the releases set forth in this Release are irrevocable and unconditional, inure to the benefit of each Released Party, and are intended to be as broad as can possibly be created.

WITHOUT LIMITATION OF THE FOREGOING, THIS RELEASE IS SPECIFICALLY INTENDED TO OPERATE AND BE APPLICABLE EVEN IF IT IS ALLEGED, CHARGED, OR PROVED THAT SOME OR ALL OF THE RELEASED CLAIMS AND LIABILITIES ARE CAUSED IN WHOLE OR IN PART BY THE NEGLIGENCE, NEGLIGENCE PER SE, GROSS NEGLIGENCE, BREACH OF WARRANTY, VIOLATION OF LAW, DEFECTIVE PRODUCT, MALICE, AND/OR CONDUCT OF ANY TYPE BY JLI, ANY OF THE OTHER RELEASED PARTIES, ANY RELEASING PARTY AND/OR ANY OTHER PERSON. THIS RELEASE IS SPECIFICALLY INTENDED TO AND DOES INCLUDE, BUT IS NOT LIMITED TO, A RELEASE OF, AND COVENANT NOT TO SUE FOR, ANY LATENT, FUTURE, OR WRONGFUL DEATH CLAIM THAT MAY BE BROUGHT AT ANY TIME OR ON BEHALF OF ANY OF THE RELEASING PARTIES IN CONNECTION WITH ANY OF THE FACTS, EVENTS AND/OR INCIDENTS THAT GAVE RISE TO ANY OF THE RELEASED CLAIMS AND LIABILITIES.

Waiver of Civil Code Section 1542: Releasor, along with each of its personal representatives, officers, employees, attorneys, administrators and assigns, expressly waives and relinquishes, to the fullest extent permitted by law, the provisions, rights, and benefits of California Civil Code Section 1542, or any other similar provision under federal or state law, which provides:

A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER, WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY.

Releasor acknowledges that it may have sustained damages, losses, fees, costs or expenses that are presently unknown and unsuspected, and that such damages, losses, fees, costs or expenses might give rise to claims in the future. Nevertheless, Releasor acknowledges that

this Release has been negotiated and agreed upon in light of such possible damages, losses, fees, costs or expenses, and it acknowledges and waives such claims.

In the event of a Recovery Claim in a bankruptcy of JLI or any of its affiliates that concludes by voiding or reversing the prior payment of the Initial Government Entity Settlement Amount by JLI or any of its affiliates, then the Releasor's Release shall become ineffective until such time as the Recovery Claim has been resolved to provide Releasor the benefit of its Individual Government Entity Settlement Payment. In the event of a Recovery Claim in a bankruptcy of one or more of the Backstop Parties that concludes by voiding or reversing the prior payment of the Initial Personal Injury Settlement Amount, then Releasor's Release shall become ineffective until such time as the Recovery Claim has been resolved to provide Releasor the benefit of its Individual Plaintiff Settlement Payment. For avoidance of doubt, however, Releasor must challenge the preference by every available means in bankruptcy and on appeal before attempting to re-open its litigation against the Released Parties.

Characterization of Settlement Payments: Releasor sought compensatory restitution and remediation amounts (within the meaning of 26 U.S.C § 162(f)(2)(A)) as set forth in its complaint, Plaintiff Fact Sheet, and any subsequent pleadings, as alleged damages for past, present, and future financial, societal, and other alleged harms and related expenditures allegedly attributable to the design, manufacture, production, advertisement, marketing, distribution, sale, use, and performance of JUUL Products (the "**Alleged Harms**"), and the amounts to be paid to Releasor under the Settlement Agreement are for such compensatory restitution or remediation and are no greater than the Alleged Harms suffered by the Releasor. The amounts paid to Releasor are being paid as compensatory restitution to restore, in whole or in part, Releasor to the same condition or position it would have been in had it not suffered such Alleged Harms. No amount paid to Releasor represents reimbursement to Releasor for the costs of any investigation or litigation (except for the amounts paid for Attorney's Fees and Expenses pursuant to Section 16 of the Settlement Agreement) and no portion of any amount paid to Releasor under this Settlement Agreement is in lieu of any fine or penalty, and no such amounts are properly characterized as disgorgement or the payment of statutory or other fines, penalties, punitive damages, other punitive assessments (including treble damages).

Attorneys' Fees; Division of Any Individual Government Entity Settlement Payment: Releasor understands that the Released Parties are not responsible for any attorneys' fees or costs Releasor has incurred or may at any time incur, including, but not limited to, entering into this Release and any other documents. Releasor understands that, with respect to Individual Government Entity Settlement Payment, any dispute regarding the division of such gross Individual Government Entity Settlement Payment between it and its counsel (if any) shall in no way affect the validity of this Release.

Pursuit of Certain Claims: Releasor agrees that it will never (i) take any legal or other action to initiate, pursue or maintain, or otherwise attempt to execute upon, collect or otherwise enforce, any of the Released Claims and Liabilities of or against any Released Party; (ii) institute or participate in any new legal action (excluding criminal prosecutions) against any Released Party to any extent, or in any way, arising out of, relating to, resulting from and/or connected with any

conduct a Released Party engaged in or on before the Execution Date , but specifically not including any legal action relating to or involving an e-cigarette or other vaping product by a Non-Released Party, provided such legal action against the Non-Released Party is not also brought against a Released Party; (iii) attempt to execute or collect on, or otherwise enforce, any judgment that may be entered against any Released Party in any legal action described in clause (ii) or its pending legal action against JLI; or (iv) take any legal or other action against any Released Party concerning the administration, settlement allocation, individual settlement amount, or any other aspect of the Government Entity Settlement Program.

Liens and Other Third-Party Payor Claims: Releasor agrees that prior to the first time, if any, that a Settlement Payment is made to it, Releasor shall identify the Government Entity Settlement Administrator for the Government Entity Settlement all Persons and entities known to it to hold or assert any Lien with respect to any Settlement Payment (and/or the right to receive such Settlement Payment) payable to it, through procedures and protocols to be established by the Government Entity Settlement Administrator for the Government Entity Settlement.

Releasor understands and acknowledges that satisfaction and discharge of any and all Liens with respect to any Settlement Payment (and/or the right to receive any Settlement Payment) is its sole responsibility, to be established to the satisfaction of the Government Entity Settlement Administrator before any Settlement Payment (if any) can be disbursed to Releasor.

Prior to the first time, if any, that an Individual Government Entity Settlement Payment is made to it, Releasor shall represent and warrant that any and all Liens with respect to any and all Settlement Payments (and/or the right to receive any and all Settlement Payments) have been satisfied and discharged. Furthermore, upon request to the Government Entity Settlement Administrator, JLI shall be entitled to proof of satisfaction and discharge of any or all such Liens. Documentation of a holdback amount determined by the Government Entity Settlement Administrator shall count as sufficient proof for the release of funds to the Government Entity.

Claim-Over: Releasor agrees if (a) a Settling Government Entity Plaintiff asserts a Claim relating to the Released Claims and Liabilities against any Person that is not a Released Party (a “**Non-Released Party**”) and obtains a resulting judgment (a “**Non-Released Party Judgment**”); and (b) if such Non-Released Party asserts a claim for contribution or indemnity or any similar theory other than contractual indemnification relating to such Non-Released Party’s joint liability with such Released Party (a “**Claim-Over**”), then the Settling Government Entity Plaintiff and the Released Party shall take the following steps:

- (1) Releasor shall jointly seek a bar order from the MDL Court or such other court as may have jurisdiction reflecting that this settlement is a good faith settlement and that relevant state laws governing such settlements should be enforced;
- (2) Releasor, with respect to any proceeding to which it is a party, shall consent to and join in, and with respect to all other proceedings shall consent to, any motion by JLI or any of the other Released Parties against any Non-Released Party to dismiss any Claim-Over on the grounds that this Agreement and/or the Settlement moots or otherwise extinguishes any such Claim-Over.

(3) Releasor, jointly with JLI, shall engage a mediator to determine whether some portion of any funds that have been paid as part of the Non-Released Party Judgment should be held in escrow pending resolution of legal issues related to the Claim-Over. In no event shall the escrow funds exceed the lesser of (i) the amount received by Releasor under the Settlement Agreement, or (ii) the amount of the Claim-Over Judgment.

(4) In the event that the Non-Released Party obtains a judgment against the Releasing Party for a Claim-Over related to a Non-Released Party Judgment, the settling Government Entity Plaintiff that won the Non-Released Party Judgment shall reduce the unsatisfied amount of the Non-Released Party Judgment by the lesser of (i) the amount received by Releasor under the Settlement Agreement, or (ii) the amount of the Claim-Over Judgment; provided that the amount of such reduction shall in no event be greater than the then-unsatisfied amount of the Non-Released Party Judgment.

Non-Party Settlement: To the extent that on or after the date of this Settlement Agreement Releasor settles any claims it may have against any Non-Released Party relating to the Released Claims and Liabilities and provides a release to such non-party or non-parties (a “**Non-Party Settlement**”), Releasor shall (i) include in the Non-Party Settlement a release from such Non-Released Party in favor of the Released Parties (in a form equivalent to the releases contained herein) of any Claim-Over under which JLI or any other Released Party may be able to pay any part of such Non-Party Settlement or may otherwise be liable to such Non-Released party with respect thereto, and/or (ii) a provision substantively identical to Section 16.4 of the Government Entity Settlement Agreement prohibiting pursuit of a claim for contribution or indemnity or any similar theory other than contractual indemnification relating to such Non-Released Party’s joint liability with such Released Party.

No Released Party shall seek to recover for amounts paid under this Settlement Agreement based on indemnification, contribution, or any other theory from any other party. For the avoidance of doubt, nothing herein shall prohibit a Released Party from recovering amounts owed pursuant to insurance contracts.

Releasor, by accepting the settlement set forth in the Settlement Agreement, accepts that it is responsible for any tax consequences arising from, related to, or in any way connected with the relief afforded to it under this Settlement Agreement.

Confidentiality: Releasor agrees to maintain confidence, and shall not disclose to any person, the amount of any Settlement Payment, except as may be required by applicable Law (including open records and open meeting laws) or to effectuate the settlement; provided, that Releasor understands that it may disclose such information to counsel, accountants and/or financial advisors, if any (each of whom Releasor shall, upon such disclosure, instruct to maintain and honor the confidentiality of such information). This provision shall not be construed to prevent Releasor from revealing that a settlement has been reached. Releasor agrees that if it breaches this confidentiality provision, money damages would not be a sufficient remedy and, accordingly, without limitation of any other remedies that may be available at law or in equity, JLI shall be entitled to specific performance and injunctive or other equitable relief as remedies for such breach.

ACKNOWLEDGEMENT OF COMPREHENSION: RELEASOR IS ENTERING INTO THIS RELEASE FREELY AND VOLUNTARILY, WITHOUT BEING INDUCED, PRESSURED OR INFLUENCED BY, AND WITHOUT RELYING ON ANY REPRESENTATION OR OTHER STATEMENT MADE BY OR ON BEHALF OF, JLI OR ANY OTHER PERSON. RELEASOR UNDERSTANDS AND ACKNOWLEDGES THE NATURE, VALUE AND SUFFICIENCY OF THE CONSIDERATION DESCRIBED IN THE SECOND PARAGRAPH IN THIS RELEASE. RELEASOR ACKNOWLEDGES THAT IT HAS READ THIS RELEASE AND THE GOVERNMENT ENTITY SETTLEMENT AGREEMENT, AND RELEASOR HAS HAD AN OPPORTUNITY TO OBTAIN ADVICE FROM, AND ASK QUESTIONS OF, COUNSEL OF ITS CHOOSING REGARDING THE TERMS AND LEGAL EFFECT OF THESE DOCUMENTS AND ITS DECISION TO PARTICIPATE IN THE GOVERNMENT ENTITY SETTLEMENT PROGRAM. RELEASOR FURTHER ACKNOWLEDGES THAT IT HAS DISCUSSED ALL THESE MATTERS WITH THE COUNSEL TO IT EXECUTING A "CERTIFICATION OF COUNSEL" ATTACHED TO THIS RELEASE, AND SUCH COUNSEL HAS ANSWERED ALL ITS QUESTIONS TO ITS SATISFACTION. RELEASOR FURTHER ACKNOWLEDGES THAT IT UNDERSTANDS THIS RELEASE AND AGREEMENT AND THAT ALTHOUGH IT HAS RECEIVED DISCLOSURE DOCUMENTS REGARDING THE ALLOCATION OF THE GOVERNMENT ENTITY FUND AND ITS EXPECTED SETTLEMENT AMOUNT THERE IS NO GUARANTEE OF THE PRECISE AMOUNT OF THE SETTLEMENT PAYMENT THAT IT WILL RECEIVE THROUGH THE SETTLEMENT PROGRAM.

Waiver of Certain Provisions Regarding Timing of Any Payments. If Releasor has any civil action pending in any jurisdiction that has enacted, promulgated, or otherwise adopted any Law containing provisions that establish specific time periods within which settlement funds, if any, must be paid to it in connection with the settlement of such civil action and/or impose sanctions, penalties or other similar obligations against the paying party if the settlement funds are not paid within such time periods and/or invalidate or otherwise affect the terms of the settlement of such civil action, Releasor hereby (i) specifically and expressly waives (to the fullest extent permitted by applicable Law) its rights under any such provisions and (ii) agrees that payment of any Settlement Payment shall be made solely in accordance with the terms and conditions of the Government Entity Settlement Program.

No Admission of Fault: Releasor understands and agrees that JLI has entered into this Release and the Government Entity Settlement Agreement solely by way of compromise and settlement. These documents are not and shall not be construed at any time to be, an admission or concession by JLI or any other Released Party of any liability or wrongdoing, or of the truth of any of the Government Entity Plaintiffs' allegations.

Representations and Warranties: Releasor hereby represents and warrants that Releasor has full power, authority and capacity to enter into this Release, which is enforceable in accordance with its terms. Except as set forth in the section "Attorneys' Fees; Division of Any Individual Government Entity Settlement Payment" above, Releasor affirms that it has the sole right to

receive any and all Individual Government Entity Plaintiff Settlement Payments with respect to Releasor's claim under the Settlement Program. Neither Releasor nor any other Releasing Party has sold, assigned, transferred or otherwise disposed of, or pledged or otherwise encumbered, any of the Released Claims and Liabilities in whole or in part.

GOVERNING LAW: THIS RELEASE SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE SUBSTANTIVE LAW OF CALIFORNIA, WITHOUT REGARD TO ANY CHOICE-OF-LAW RULES THAT WOULD REQUIRE THE APPLICATION OF THE LAW OF ANOTHER JURISDICTION.

Severability: Releasor agrees that if any provision of this Release is adjudicated to be invalid, illegal or unenforceable in any jurisdiction, the relevant provision shall be deemed modified to the extent necessary to make it enforceable in such jurisdiction and, if it cannot be so modified, this Release shall be deemed amended to delete herefrom the invalid or unenforceable provision, and this Release shall be in full force and effect as so modified. Any such modification or amendment in any event shall apply only with respect to the operation of this Release in the particular jurisdiction in which such adjudication was made and shall not affect such provision in any other jurisdiction. To the fullest extent permitted by applicable Law, Releasor hereby (on its own behalf and on behalf of each other Releasing Party) specifically and expressly waives any provision of Law that renders any provision of this Release invalid, illegal or unenforceable in any respect.

Electronic Signatures: This Release, and any exhibits thereto, to the extent signed and delivered electronically or by facsimile, shall be treated in all manner and respects as an original agreement, and shall be considered to have the same binding legal effect as if it were the original signed version thereof, delivered in person.

[The remainder of this page is intentionally left blank.]

Releasor has executed this Release on the date below, to be effective as of the date set forth in the first paragraph of this Release above:

Instructions: A person with authority to bind the Releasor to this Government Entity Release of All Claims must: (1) ensure that you entered the complete name of the Government Entity on page one of the Release; (2) type your electronic signature in the field labeled "By:"; (3) type in the title of the person signing the Release on behalf of the Government Entity; and (4) indicate the date of signature in the last line. Return the signed Release to your lawyer who will review it and provide it to the JUUL Government Entity Settlement Administrator

RELEASOR:

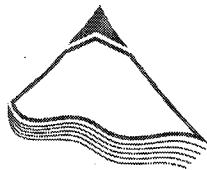
By: _____

Title: Wadsworth City School District Representative

Name: Andrew Hill

Dated: _____

Quote to License Original Music for Puffs for One Year	Puffs Music License	Puffs Original Music - Educational
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BRIAN METOLIUS

Deal Memo for the Licensing of the Original Composition of PUFFS: OR, SEVEN INCREASINGLY EVENTFUL YEARS AT A CERTAIN SCHOOL OF MAGIC AND MAGIC Dated As Of Monday, February 13, 2023

This Agreement (hereinafter "Agreement"), between Wadsworth High School ("Producer"), and Brian Metolius ("Composer") sets forth the terms under which Composer will grant to Producer certain rights to use Composer's music, as previously created for the stage play titled PUFFS: OR, SEVEN INCREASINGLY EVENTFUL YEARS AT A CERTAIN SCHOOL OF MAGIC AND MAGIC, by Matthew Cox (the "Original Composition" or the "Composition" of the "Play").

1. Representation, Warranties, and Indemnification:

1.1 Representation and Warranties: Composer hereby warrants, represents and agrees that he is the creator and owner of the Composition for the Play, and that the Composition is wholly original with him (except to the extent that it may contain material which is in the public domain); that he has not granted, assigned, encumbered or otherwise disposed of any right, title, or interest in or to the Composition which would affect this agreement and will not do so during Producer's rights hereunder; that the Composition, to the best of Composer's knowledge, does not violate, conflict with or infringe upon any rights of any person, firm or corporation; and that Composer has the sole and exclusive right to enter into this Agreement and full warrant and authority to grant the rights of this Agreement. Composer agrees that the Composition will be protected by copyright in the United States.

1.2 Indemnification: ~~Producer agrees to indemnify and hold harmless Composer against any fully sustained claims, demands, suits, liabilities, losses, expenses (including production of the Play except to the extent covered by Composer's indemnity). Furthermore, Producer agrees to Composer's release of liability as it specifically relates to use of the Original Composition, or additional music Producer may choose to use in production, promotion, or other uses of the Play.~~ 2/14/23
BM

2. Grant of Rights:

2.1 Original Composition: Composer hereby grants to Producer, subject to the terms and conditions hereof, the non-exclusive right to use the Original Composition in all paid or unpaid live performances commencing on or about 04/27/2023 and for one year after the first paid or unpaid live performance date, at 625 Broad Street, Wadsworth Ohio, 44281 ("James R. McIlvaine Performing Arts Center"), hereafter referred to as the "New Lead

Project Production".

2.2 Non-compete: Producer will solely use the Original Composition in the New Lead Project Production of the Play. Use of works other than Composer's Original Composition during the Play will constitute breach of the Agreement.

3. Compensation:

3.1 Fee: Producer agrees to pay Composer a fee of per year for use of the Original Composition in all performance of the Play in the New Lead Project Production up to one year from 04/27/2023. Should Wadsworth High School use the Original Composition in any performances of the Play after the one year term of the Agreement, any additional performances without entering into a new contract shall constitute a breach of the Agreement.

3.2 Method of Payment: All payments shall be made through electronic check via 17Hats.com. Any alternate method of payment shall be negotiated in good faith, subject to mutual agreement by Composer and Producer, prior to the first paid live performance of the New Lead Project Production.

4. Billing & Bio:

Composer shall receive billing in all programs for the Play in the New Lead Project Production, on all house-boards (except the board required to be exclusively for listing of members of Actors' Equity Association, if any), posters and billboards in which the cast and/or crew receives billing, and in all advertising and publicity in connection with the New Lead Project Production of the Play whenever and wherever the cast and/or crew is given billing, substantially as follows:

"Original Music Composed by Brian Metolius"

The foregoing shall be applicable to all productions of the Play produced or licensed by Producer here-under. Composer shall be accorded a biography, written by Composer and subject to Producer's reasonable limitation of length, in all programs for the New Lead Project Production of Play. The final version of Composer's biography will be subject to Composer's approval, such approval to be timely and not to be unreasonably withheld.

5. Notices:

Any notice required or desired to be given here-under shall be sent by regular mail, facsimile, telegraph, electronic mail, or cable addressed to the parties at their respective addresses given herein, or by delivering same personally to the parties at the addresses set forth herein. Any party may designate a different address by notice so given.

Copies of all such notices to Composer shall be sent to:

Brian Metolius
PO Box 231024, New York, NY 10023B, United States
BrianMetolius@gmail.com

Copies of all such notices to Producer shall be sent to:

Debbie Lake
625 Broad Street, Wadsworth, OH 44281, United States
dlake@wadsworthschools.org

6. Miscellaneous:

6.1 This Agreement constitutes the entire understanding among the parties with respect to the subject matter hereof and shall supersede any prior agreements whether oral or written between the parties hereto with respect to the Play. This Agreement, shall be construed in accordance with the laws of the State of New Mexico and shall be binding upon and inure to the benefit

Owo

MA 2/14/2027

of the parties and respective heirs, executors, administrators, successors and assigns including, but not limited to, any future business entities entered into by the Composer for the purposes of protection of the Original Composition or other intellectual property rights. Composer further reserves the right to assign this Agreement to any future business entities in which the Composer is an owner, without receiving express permission from the Producer. No modification of this Agreement shall be valid unless in writing and signed by all of the parties hereto. No waiver of any provisions here-under shall be binding unless in writing and signed by the party to be charged; no waiver of any breach hereof shall be construed to be a continuing waiver or consent to any subsequent breach hereof. Nothing herein contained shall be construed to place Producers and Composer in the relationship of principal and agent, master and servant, partners, joint ventures or employer and employee, and neither party shall have, or expressly or by implication, represent themselves as having, any authority to make contracts in the name of or binding on the other, or to obligate or bind the other in any manner whatsoever. Headings in this Agreement are for reference only and shall not affect the construction of any provision contained herein. All pronouns and any variations thereof shall be deemed to refer to the masculine, feminine, neuter, singular or plural as the identity of the person(s), firm(s) or corporation(s) may require. This Agreement may be executed in counterparts.

6.2 Composer retains all rights not specifically enumerated in the Agreement.

Subject: Policies for Ohio Local Update

OHIO LOCAL UPDATE OVERVIEW AND COMMENTS

VOLUME 41 NUMBER 2; VOLUME 41 NUMBER 2 - TECHNOLOGY; AND VOLUME 41 NUMBER 2 - TOBACCO

JANUARY 2023

All production-related materials and questions should be directed to the Coshocton Office at 632 Main Street, Coshocton, Ohio 43812 (phone 800-407-5815, fax 740622-2557). Billing questions should be directed to the Stow Office at 3914 Clock Pointe Trail, Suite 103, Stow, Ohio 44224 (phone 330-926-0514, fax 3309260525).

Please do not retype Neola materials before returning them for processing. We prefer to have the original materials returned after you have marked them indicating which changes and additions you choose to have/not have for your District. If a District decides not to adopt a policy or an administrative guideline, the District is still obligated to follow applicable Federal and State laws relating to that section.

The proposed new, revised, and replacement policies, administrative guidelines, and forms included in this update have been thoughtfully prepared and reviewed by Neola's legal counsel for statutory compliance. If you make changes or substitute in its entirety policies or other materials of your own drafting, those materials should be reviewed by your legal counsel to verify compliance. Neola does not review district-specific edits to update materials or District-specific policies for statutory compliance.

If a policy or guideline is marked as a revision, the changes have been marked in bold (to add material) and crossed out (to delete material). As you review a revised policy or guideline, you may choose to accept one, many or all of the changes provided. If a policy or guideline is marked as a replacement, that means there have been enough changes made that justify a complete, clean replacement copy. As you review a replacement policy or guideline, you should also check the materials you have in your current policy or guideline to see if there is some specific wording you want

to include in the replacement policy. If so, any text from the current policy should be added using “Track Changes” or the editing tools in the BoardDocs platform in the replacement policy or guideline before returning it electronically to the Coshocton office for processing.

If the District authors language and adds it to a policy template or deletes content that is not marked as a choice in the policy template, then these actions will constitute District-specific edits.

Policies that are to be deleted from the policy manual require Board action to rescind the policy.

As the Update “season” gets underway, Neola offers some suggestions for accessing the comprehensive policy services through your Neola Associate. While “in-person” consultation sessions are the preferred method for Neola Update “visits”, the means by which you and your Neola associate accomplish this review should be mutually determined based on availability and level of comfort with the consultation process. Overall, health and safety are the primary concerns. Your Neola associate will be in contact with you soon to discuss these options with you and to schedule an appointment to review this update and ensure you are current on this and previous updates. Please consider the following options:

Schedule an appointment date/time to review the update materials during an in-person conference,

Schedule/reschedule update or drafting visits for a later time,

Schedule an appointment date/time to review the update materials via virtual meeting, such as Google Meeting or other electronic options, or

Schedule an appointment date/time to review the update materials in a telephone conference.

If you are not an administrative guidelines client, you did not receive those materials in this packet. Contact your Associate for more information about becoming an administrative guidelines client.

Processing Update Materials

If you will be making changes to these Update documents electronically, use “Track Changes” or the editing tool in the BoardDocs platform to mark the Neola materials indicating which of the proposed revisions and additions you choose to include or not include for your District, or to make additional edits, before returning them electronically for processing. Be sure to leave the “track changes” and marked up version as the one you submit to the production office in Coshocton, Ohio.

District-Specific Material

If the District chooses, during any step of the Update process, to incorporate District-specific material into a new policy or guideline that has been proposed or to insert District-specific material into a current policy or guideline for which revisions have been proposed in an update issued by Neola, then the District agrees to hold Neola harmless for those District-specific edits and acknowledges that Neola’s warranty for legal challenges to that District-specific language in that policy or guideline will not be in effect. In addition, Neola retains ownership of the text from the original policy template that remains in a policy to which District-specific material has been added. District-specific materials include the following:

Materials from the District’s existing materials that the District requests be incorporated during the drafting process;

New materials that the District develops in their entirety and exclusive of Neola; and

Revisions or deletions that substantively depart from Neola’s templates.

Further, Neola does not recommend the use or incorporation of District-specific materials. Neola will, at the request of the District, incorporate District-specific materials into the licensed materials, with the implicit understanding that the District bears all risks associated with the District’s decision to request that such District-specific materials be incorporated. Neola reserves the right to but is not obligated to, advise the District to seek its own legal review of District-specific materials.

Notice Regarding Legal Accuracy

Neola is vigilant in providing policy language to clients that has been vetted for legal accuracy by outside legal counsel. Should questions arise as to the legal compliance or accuracy of Neola materials, it is our expectation that Neola's counsel would have the opportunity to assist in the resolution of such a claim. Please notify the Neola corporate office if an issue arises in which such a review or assistance is necessary.

Policies in this update have been reviewed by either Ennis Britton Co., L.P.A. or Peters Kalail & Markakis Co., L.P.A. for consistency with Federal and State law.

Reminders

Ohio's minimum wage increased to \$10.10 per hour, effective January 1, 2023, for non-tipped employees. For "employees" under the age of 16, the state minimum wage matches the Federal minimum wage of \$7.25 per hour. This rate is adjusted annually based on the U.S. Consumer Price Index.

The Internal Revenue Service (IRS) issued Notice 2022-234 which provides the 2023 mileage rate at 65.5 cents per mile for business travel (three (3) cents more than midyear increased rate for the second half of 2022).

The U.S. Department of Labor maintains regulatory authority over State and local government employers, including public school districts. Note that the following Federal laws have poster requirements which apply to school districts (no Federal or Federally-assisted contracts or subcontracts):

The Equal Employment Opportunity Commission (EEOC)

The Employee Polygraph Protection Act (EPPA)

The Fair Labor Standards Act (FLSA) Minimum Wage Notification

The Family and Medical Leave Act (FMLA)

Uniformed Services Employment and Reemployment Rights Act (USERRA)

Occupational Safety and Health Act (Workplace Safety)

Whistleblower Protections

In addition, certain organizations may be required to display posters that can only be obtained from DOL's Office of Workers' Compensation Programs (OWCP). More information on these posters is available. Links to all Federal employment posters are always available on the Poster Page as are answers to frequently asked questions. Note that school districts with federal or federally-assisted contracts or subcontracts may have additional requirements.

Legal Alerts

Included with this update are several legal alerts. These include:

03 - EMOTIONAL SUPPORT/COMFORT ANIMALS AND THERAPY DOGS

04 - THIRD GRADE READING GUARANTEE AND RESIDENT EDUCATORS AMONG RECENT
LEGISLATIVE INITIATIVES

BYLAWS AND POLICIES

Bylaw 0131.1 - Technical Corrections (Revised)

Bylaw 0131.01 recognizes limited circumstances when a board of education may circumvent regular policy adoption procedures to make minor corrections to policies. Because boards do not follow formal reading and adoption procedures for technical corrections, they are limited to minor, non-substantive changes like formatting. With this update, the bylaw now includes an additional option that allows boards to use the technical corrections process to update names of individuals who serve as District compliance officers, provided that the positions or titles of designated compliance officers remain the

same. The change makes it easier for districts that elect to include specific staff names in policies and guidelines to make updates more quickly when staff change positions, leave or join the district. Designating a different position or title to serve as a compliance officer is more substantive and would require formal adoption procedures.

This revised bylaw is offered for consideration.

Policy 2114 - Meeting State Performance Indicators (Revised)

The General Assembly passed House Bill 82 in June 2021, and the bill was signed by the Governor a few weeks later. HB 82, which took effect on September 30, 2021, changed the state's school performance and accountability system by removing the grades of A-F from report cards, and replacing the letter grades with a new five-star rating system. Schools and districts under the new system receive 1 to 5 stars for report card components including achievement, progress, gap closing, early literacy, and graduation, with a score of "5" being the highest achievable. The policy continues to recognize a goal of earning performance scores of 5 stars in all assessed areas.

This revision reflects the current status of state performance ratings and should be adopted.

Policy 2271 - College Credit Plus Program (Revised)

House Bill 554 was passed during the lame-duck session in late December 2022 and signed by the Governor on January 5th, 2023. Among other education-related changes, HB 554 requires all secondary schools and colleges that participate in college credit plus to either permit students of military families to complete any remaining coursework online, or alternatively withdraw from a college credit plus course without any academic or financial penalties when they withdraw from school because a parent is issued a permanent change of station order out of the state to change from one military installation to another.

The policy and administrative guidelines have been updated to incorporate this recent change and should be adopted to maintain accurate policies.

Policy 2412 - Homebound Instruction Program (Revised)

This policy was revised to reflect the statutory requirements pertaining to the provision of homebound instruction – i.e., the basis for providing five hours of instruction per week. These revised documents are

This revised policy is consistent with current state law should be adopted.

Policy 3120.09/4120.09 - Volunteers (Rescind)

Policy 8120 - Volunteers (Replacement/Revised)

Policies 3120.09 and 4120.09 which cover the use of volunteers in school programming have both been deleted and replaced by one policy that has been placed in the 8000 series. Much of the content remains the same. The change to a different series recognizes that volunteers are not considered employees of the district, but rather function more to support general district operations. However, in addition to moving the policy's location, new language has been added to address requirements for volunteers who support athletic activities. Under the Ohio High School Athletic Association General Regulations, all coaches whether paid or unpaid must hold an active Pupil Activity Permit to coach in any OHSA member school athletics for grades 7-12. If an individual has applied for but has not yet been issued a permit by ODE, the regulation states that they are not allowed to interact with athletes even while under the supervision of credentialed coaches until the permit is issued. School districts may also elect to require unpaid volunteers who coach or supervise any other extracurricular activities including club sports to obtain a permit, which ensures that they have not only completed background checks and been vetted by the ODE, but also have completed safety training such as first aide and sudden cardiac arrest training. This might provide some additional safety response support as well as liability protection. School districts should keep in mind that this policy governs unpaid volunteers. Teaching and nonteaching employees who receive supplemental contracts/stipends to supervise extracurricular activities are covered by other policies.

The revisions to this policy are offered for consideration.

Policy 5310 - Health Services (Revised)

This policy has been updated to reflect current state law pertaining to assessing a student for a concussion or head injury during a school activity (e.g., physical education class, or athletic practice or competition) because the student is exhibiting signs, symptoms, or behaviors consistent with a concussion or head injury. The document further addresses the nature of the assessment that must be conducted to clear a student to return to an activity after having been removed.

This updated policy should be adopted.

Policy 5460 - Graduation Requirements (Revised)

Over the past few years, it seems like Ohio schools and students have had to constantly adjust to changing graduation requirements, thanks in large part to several enacted laws as well as a worldwide pandemic. Beginning with the class of 2023, graduation requirements will finally adjust to the “2023 and Beyond” requirements, which will hopefully remain more stable in the long term. In addition to deleting language related to prior standards, the policy now provides more details that apply to the competency and readiness requirements, including alternatives to demonstrate competency for students who do not pass the ELA and Algebra tests, as well as a comprehensive list of state and local seals that are available for students to show readiness for graduation. Information gathered from recently released ODE guidance has been included throughout.

These revisions reflect current Ohio law and should be adopted to maintain accurate policies.

Policy 5610 - Removal, Suspension, Expulsion, and Permanent Exclusion of Students (Revised)

This policy has been revised to reflect specific language in Ohio Revised Code 3313.66(J), which requires a school district to “offer an opportunity for a hearing” before temporarily denying admittance to any pupil who has been suspended or expelled from the schools of another district. Under the statute, the district can decide to honor the previously imposed suspension or expulsion, after the district holds a hearing. While existing Policy 5610 correctly reflects the statute related to students who have been expelled, the policy provides that the hearing related to a student who has been suspended

has to be before the board of education. While the district can elect to have the hearing before the board, it is not required, so that language has been removed from the updated version.

These revisions reflect current Ohio law and should be adopted to maintain accurate policies.

Policy 6325 - Procurement - Federal Grants/Funds (Revised)

A minor adjustment has been made to policy 6325, specifically to recognize that not all federal grant contracts are subject to the Davis-Bacon Act ("DBA"). The DBA typically applies to any federally-funded contract in excess of \$2,000 for the construction, alteration, or repair of public buildings or public works, and requires payment of prevailing wages for workers who provide services under the contracts. However, there are some instances in which the DBA does not apply, and the change made to policy 6325 clarifies this. School districts should review the specific terms of federal grants that might be used for construction-related projects and consult with legal counsel before determining whether the DBA applies to a contract or not. This revision reflects the latest provisions issued in the OMB Compliance supplement and the provisions of Appendix II to 2 C.F.R. Part 200.

This revision reflects current EDGAR provisions and should be adopted to maintain accurate policies.

Policy 8390 - Animals on District Policy (Revised)

This policy has been revised at the request of clients wanting to provide some structured options regarding therapy/comfort animals. Note: Neola does not recommend including such animals, given the liabilities and complexities of such approval. However, given the widespread nature of the request, optional language providing structure to such approval is offered for use at the discretion of client districts. It is strongly recommended that such a provision be thoroughly explored with the district's legal counsel and authorization sought from the Board.

Policy 8400 - School Safety (Revised)

This policy has been updated to reflect current state law and best practices. In particular, the document reflects changes enacted by House Bill 123, which was adopted in 2021 and comes into full

effect and enforcement in 2023, including the requirement for district to have a trained threat assessment team in place in each school building that serves students in grades 6-12. HB 123 also places responsibility for school safety under the Ohio Department of Public Safety instead of the Ohio Department of Education. This policy/AG is also consistent with the Model Threat Assessment Plan that was released in September 2022.

These revisions are consistent with current state law and should be adopted.

Policy 8420 - Emergency Situations at Schools (Revised)

This policy and corresponding AGs have been updated to reflect current state law and best practices, including language from new Ohio Administrative Code Section 4501:5-1-01, which pertains to school safety. AG 8420 also includes new language to address the needs of certain students with special needs when it comes to emergency situations. AG 8420A is updated to include the latest definition of a Tornado Watch. Finally, the basis for proposed optional language is explained in Policy 8420.

These revisions are consistent with current state law and should be adopted.

Policy 8462 - Student Abuse and Neglect (Revised)

This policy has been revised to include the provisions of SB 288, passed during the lame-duck legislative session when the General Assembly passed an omnibus criminal justice bill named Erin's law. The bill was signed by the Governor on January 3rd, 2023 and requires school districts to include age-appropriate training to K-12 students on child sex abuse prevention. Schools must also provide training to staff regarding sex abuse that is presented by either a prosecutor or law enforcement officers who have experience handling cases of child sex abuse. The staff training is to occur along with other required trainings for topics such as school safety and violence prevention.

These revisions reflect current Ohio law and should be adopted to maintain accurate policies.

ADMINISTRATIVE GUIDELINES

AG 2271 - College Credit Plus Program (Revised)

See note on Policy 2271.

AG 2412 - Homebound Instruction (Revised)

See note on Policy 2412.

AG 2623D - Standards Relative to the Ethical Use of Assessments by Staff and Students (Revised)

This guideline has been revised to reflect the most recent requirements of ODE regarding the ethical use of state-mandated assessments.

AG 4120.09 - Use of Unpaid Volunteer Aides (Rescind)

See note on Policy 3120.09/4120.09 and Policy 8120.

AG 5460A - Criteria for Awarding the Diploma with Honors (Replacement)

Under current law, high school students may be eligible to earn six different honors diplomas for exceeding Ohio's graduation requirements, which include the following: Academic Honors, International Baccalaureate Honors, Career Tech, STEM, Arts (which includes dance, drama/theatre, music and visual arts), and Social and Civic Engagement. To qualify for one of the diplomas, a student must meet the ODE's established criteria. The specific criteria have been included in the administrative guideline. STEM and IBB diplomas are listed as options in the guidelines since these may not be available in a particular district. Districts are required to communicate with parents and students about the options and criteria for honors diplomas, and also must involve the joint vocational school districts when developing policies, guidelines and procedures for honors diplomas. Likewise, JVSDs are required to notify their affiliate districts on the status of students enrolled in the JVSD regarding continued eligibility.

AG 5460B - Criteria for Credit Flexibility Plan (Replacement)

Ohio law grants districts broad latitude to develop unique ways for students to earn credit toward a high school diploma by providing Credit Flexibility options. Credit flexibility is intended to extend beyond traditional classroom coursework in a way that allows students to explore interests, gain work experience, and remain motivated to achieve graduation goals. Credit flexibility played an important role for some districts to help students graduate during the pandemic. Districts are required to adopt policies related to educational options that include criteria and procedures to take advantage of credit flexibility. The administrative guidelines have been updated to incorporate the ODE guidelines and expectations for credit flexibility.

AG 5460D - Diploma Seals (Revised)

Now that the “2023 and beyond” graduation requirements are in full effect, school districts are required to award credit seals for students. Students must earn at least two seals to fulfill the readiness requirement for graduation. There are twelve seals identified for this purpose, eight of which are defined by the state of Ohio. There are also three locally defined seals, specifically community service, student engagement, and fine and performing arts. Districts are required to adopt guidelines for and offer at least one local seal. Options for all three seals have been included in AG 5460, which have been updated to include recent guidance published by the ODE for this release. Districts may elect to offer all three seals.

AG 8400A - Threat Assessment and Intervention (NTAC) (Replacement)

AG 8400A - Threat Assessment and Intervention (CSTAG) (Replacement)

See note on Policy 8400. This guideline is issued as a replacement, as the content is comprehensive and substantially different from the original guideline issued in 2019. There are two (2) versions of this guideline in the update package, which allow for the district to select terminology appropriate to either the NTAC or CSTAG training protocol.

AG 8420 - Emergency Procedures (Revised)

AG 8420A - Severe Weather and Tornadoes (Revised)

See note on Policy 8420.

FORMS

Form 5610 F1 - Notification of Emergency Removal (Replacement)

Form 5610 F2 - Notice of Intent to Suspend (Replacement)

Form 5610 F3 - Notice of Suspension (Replacement)

Form 5610 F6 - Notice of Intention to Expel (Replacement)

Form 5610 F7 - Notice of Expulsion (Replacement)

These forms are issued as replacement templates.

VOLUME 41, NUMBER 2 - TECHNOLOGY

Revised documents included in this Special Update provide updated terminology, reference to multifactor authentication (MFA), added cyber security procedures, and information related to content and functionality specifications prescribed by the Office for Civil Rights (OCR) for accessibility purposes.

This Special Release includes:

POLICIES

These policies and corresponding administrative guidelines have been updated to reflect changes that have occurred in the area since many of the documents were last updated in 2017 and 2018, including the recent release of ChatGPT (see Policies and AGs 7540.03 and 7540.04, which now include a fairly extensive discussion of artificial intelligence and natural language processing tools).

These revised documents are recommended but not required.

Policy 7540 – Technology (Revised)

Policy 7540.01 - Technology Privacy (Revised)

Policy 7540.02 – Web Accessibility, Content, Apps, and Services (Revised)

This policy has been updated to reflect best practices and the evolving state of the law related to website accessibility based on the Americans with Disabilities Action (ADA). While the Department of Justice and the U.S. Department of Education Office for Civil Rights (OCR) have not formally adopted regulations pertaining to website accessibility for public entities, including public schools, they continue to publicize the need for public entities' websites to be accessible to individuals with disabilities in order to comply with the ADA and/or Section 504 of the Rehabilitation Act of 1973. Additionally, the OCR continues to find districts out of compliance with the law and to enter into resolution agreements to bring the offending district's websites into an acceptable state of accessibility. The proposed revised documents are recommended but not required.

Policy 7540.03 - Student Technology Acceptable Use and Safety (Revised)

Policy 7540.04 - Staff Technology Acceptable Use and Safety (Revised)

Policy 8300 - Continuity of Organizational Operations Plan (Revised)

Policy 8305 - Information Security (Revised)

Policy 8315 - Information Management (Revised)

Policy 9700.01 - Advertising and Commercial Activities (Revised)

This policy has been updated to incorporate optional language pertaining to advertising that is posted/published on the district's website. The policy now offers guidance concerning the appropriate content of advertising when it is not feasible for the advertisement to be reviewed and approved by the Superintendent prior to it running on the district's website. The optional language is offered to address the situation posed by website advertising associated with vendors such as VNN (i.e., "The Home of High School Sports Communities"). Such advertising represents a form of "media-based electronic advertising" under the category of "Direct Advertising/Appropriation of Space." While the legal issues presented by such arrangements represent more of a contracting issue for boards of education as opposed to a policy one (e.g., boards of education should verify that their contracts with such vendors expressly address the type of advertising that will be permitted to run on such sites, which a user can

link to from the district's website – in particular, the contracts should require compliance with the General Advertising Guidelines outlined in Policy 9700.01, including Paragraphs D, E, F, G, H, and K), the optional language offered in Paragraphs I and N affirms that it is not feasible to expect the district to review each advertisement in advance for age-appropriateness or for the superintendent to screen all advertising.

These revisions are recommended but not required.

ADMINISTRATIVE GUIDELINES

AG 7540 - Computer Technology and Networks (Revised)

AG 7540A - Staff and Student Training Regarding the Internet (Revised)

AG 7540.02 - Web Content and Functionality Specifications (Revised)

AG 7540.03 - Student Technology Acceptable Use and Safety (Revised)

AG 7540.04 - Staff Technology Acceptable Use and Safety (Revised)

AG 8300 - Continuity of Organizational Operations Plan (Revised)

AG 8305 - Collection, Classification, Retention, Access, and Security of District Data/Information (Revised)

AG 8305A - Information Security Responsibilities (Revised)

AG 8305B - Information Security Incident Management (Revised)

AG 8305C - Notification Information Security Incident (Revised)

AG 8315 - Litigation Hold Procedure (Revised)

See notes on Policies above.

FORMS

Form 7540.03 F1 – Student Technology Acceptable Use and Safety Agreement (Replacement)

Form 7540.04 F1 – Staff Technology Acceptable Use and Safety Agreement (Replacement)

VOLUME 41, NUMBER 2 - TOBACCO

Publication of this Special Update is in response to recent client requests for policy language that was compatible with the Ohio Department of Health's (ODH) Tobacco Use Prevention and Cessation Program initiative. A number of the options provided in the policies have been adapted from the ODH 100% Tobacco-Free Schools Model Policy.

This Special Update includes:

POLICIES

Policy 1615 - Use of Tobacco by Administrators (Revised)

Policy 3215 - Use of Tobacco by Professional Staff (Revised)

Policy 4215 - Use of Tobacco by Classified Staff (Revised)

Policy 5512 - Use of Tobacco (Revised)

Policy 7434 - Use of Tobacco on School Premises (Revised)

Policy 9160 - Public Attendance at School Events (Revised)

ADMINISTRATIVE GUIDELINES

AG 5500A - Student Conduct in School (Revised)

ODH Tobacco and Nicotine Recovery Resources

Ohio has a variety of cost-free, evidenced-best resources to support current nicotine users (cigarettes, smokeless, e-cigarettes, etc.) in their quit journey. For additional information or questions, contact tobaccoprevention@odh.ohio.gov.

Youth Cessation Program and Opportunities for Schools

Ohio Tobacco Quitline's *The My Life, My Quit*. Youth can text "Start my Quit" to 36072 or call **855-891-9989** or they can visit mylifemyquit.com. The program may be experienced entirely through chat/text or also by phone and is cost-free to the participant.

BecomeAnEx, This Is Quitting, the EXProgram (Truth Initiative). The new e-cigarette quit program

will deliver tailored messages via text that give age-appropriate advice for quitters aged thirteen (13) and older, including information about nicotine replacement therapy.

http://www.truthinitiative.org/quitecigarettes?_ga=2.113229312.527013495.1553792084-1934443220.1523621237

N-O-T on tobacco (American Lung Association). Not On Tobacco (N-O-T) is the American Lung Association's (ALA's) voluntary program for teens who want to quit smoking. It is the most researched, most widely used, and most successful such program in the United States.

<http://www.youthtobacco cessation.org/resources/programs.html>

INDEPTH Curriculum Convenient alternative to suspension that helps schools address teen tobacco use in a more supportive way. <https://www.lung.org/quit-smoking/helping-teens-quit/indepth>

Healthy Futures Curriculum An alternative to suspension program offering a flexible 1-, 2- or 4-hour online curriculum with activities and interactive materials that provide secondary preventive messages to students caught using e-cigarettes/vapes.

<https://med.stanford.edu/tobaccopreventiontoolkit-old/curriculums/HealthyFutures.html>

Adult Cessation Opportunities

Ohio Tobacco Quit Line: General Program

Accessible by calling 1-800-Quit-Now or <https://ohio.quitlogix.org/>.

Coaching available 24 hours a day, 362 days a year.

Services are offered by trained coaches.

Program is now open to ALL Ohioans regardless of insurance status, free of cost.

Up to eight (8) weeks of nicotine replacement therapy (NRT) is available free of cost. One two-week dose is shipped after each call (up to four (4) times). Participants have their choice of patches, gum, or lozenges. NRT is not provided to participants under age eighteen (18).

Participants can opt to receive text messaging. Messages can be targeted for several different chronic diseases.

Evidence-based strategy – every state has a Quitline – ODH's Tobacco Use Prevention and Cessation Program manages the contract for this work and collaborates closely to monitor indicators and implement improvements.

Ohio Tobacco Quit Line: Behavioral Health Program

Specialized telephone cessation program (1-800-Quit-Now) offered through Ohio Tobacco Quit Line and is cost-free to the participant.

Increased length and number (7) of the calls.

Increase and expansion in the variety of dosage and type of NRT offered (ten (10) weeks).

Specialized treatment protocol.

Customized e-mail and/or text messages.

Ohio Tobacco Quit Line: Pregnancy Program

Specialized telephonic cessation program (1-800-Quit-Now) offered through Ohio Tobacco Quit Line and is cost-free to the participant.

Participants have the same coach for all scheduled calls.

Incentives for call completion.

Follows participants up to six months after delivery, a time when relapse is common.

Quit coaches work with Pregnant women to obtain medical release for NRT, if desired.

Ohio Tobacco Quit Line: Menthol Incentive Program

Specialized telephone cessation program (1-800-Quit-Now) offered through Ohio Tobacco Quit Line and is cost-free to the participant.

Incentives provided for users of any menthol-containing nicotine product.

Participants screened at intake to general program.

Incentives increase as participant moves through the program.

General Research and Information

Surgeon General, Dr. Jerome Adams, issued a rare **public health advisory** in response to the unprecedented spike in e-cigarette use among youth. <https://e-cigarettes.surgeongeneral.gov/documents/surgeon-generals-advisory-on-e-cigarette-use-among-youth-2018.pdf>

Public Health Consequences of E-Cigarettes

Full Report: <http://nationalacademies.org/ecighealtheffects>

Conclusions by level of evidence:

<https://www.nap.edu/resource/24952/012318ecigaretteConclusionsbyEvidence.pdf>

A Message from the Ohio Department of Health

The Ohio Department of Health (ODH) is committed to providing technical assistance to schools who are interested in pursuing 100% tobacco-free policies as a best practice to prevent tobacco use among youth, address youth e-cigarette usage, and create an environment supportive of quit attempts among

youth who smoke. Annually, the Tobacco Use Prevention and Cessation program reviews each school district's policy against model policy language. Currently, due to changes in Ohio's state law and in product availability and use, the model policy is being updated to reflect definitional changes and recommended changes to student discipline. Over the course of the next year, an updated toolkit will be shared with schools and ODH and partners will provide training about the new language changes.

These changes will necessitate rescoring of the current school policies to incorporate changes to the policy language. New scoring will not begin until January of 2024, in order to give school districts time to evaluate and change policies, if they choose. Efforts have been made to align the new model language with the NEOLA's optional policy templates.

COMMENTS

Reviewing Board Minutes

A feature of your subscription to the Update Service is the review of your District's Board minutes to identify action that results in new policy or revision to existing policy. If such action has been taken and copies of the related materials have not been submitted to the Coshocton Office, the District will be contacted and additional information regarding the action will be requested. Please take advantage of this valuable service by sending copies of your Board minutes to the Coshocton Office for review.

Cross References

01 - OVERVIEW - Vol. 41, No. 2 - January 2023 OVERVIEW

02 - Disposition Sheet - Vol. 41, No. 2 - January 2023 Policy Disposition Sheet

03 - Legal Alert - Vol. 41, No. 2 - January 2023 EMOTIONAL SUPPORT/COMFORT ANIMALS AND THERAPY DOGS

04 - Legal Alert - Vol. 41, No. 2 - January 2023 THIRD GRADE READING GUARANTEE AND RESIDENT EDUCATORS AMONG RECENT LEGISLATIVE INITIATIVES

po0131.1 - Vol. 41, No. 2 - January 2023 Revised TECHNICAL CORRECTIONS

po2114 - Vol. 41, No. 2 - January 2023 Revised MEETING STATE PERFORMANCE INDICATORS

po2271 - Vol. 41, No. 2 - January 2023 Revised COLLEGE CREDIT PLUS PROGRAM

po2412 - Vol. 41, No. 2 - January 2023 Revised HOMEBOUND INSTRUCTION PROGRAM

po3120.09 - Vol. 41, No. 2 - January 2023 Rescind VOLUNTEERS

po4120.09 - Vol. 41, No. 2 - January 2023 Rescind VOLUNTEERS

po5310 - Vol. 41, No. 2 - January 2023 Revised HEALTH SERVICES

po5460 - Vol. 41, No. 2 - January 2023 Revised GRADUATION REQUIREMENTS

po5610 - Vol. 41, No. 2 - January 2023 Revised REMOVAL, SUSPENSION, EXPULSION, AND PERMANENT EXCLUSION OF STUDENTS

po6325 - Vol. 41, No. 2 - January 2023 Revised PROCUREMENT - FEDERAL GRANTS/FUNDS

po8120 - Vol. 41, No. 2 - January 2023 Revised/Replacement VOLUNTEERS

po8390 - Vol. 41, No. 2 - January 2023 Revised ANIMALS ON DISTRICT PROPERTY

po8400 - Vol. 41, No. 2 - January 2023 Revised SCHOOL SAFETY

po8420 - Vol. 41, No. 2 - January 2023 Revised EMERGENCY SITUATIONS AT SCHOOLS

po8462 - Vol. 41, No. 2 - January 2023 Revised STUDENT ABUSE AND NEGLECT

01 - OVERVIEW - Vol. 41, No. 2 - Technology Update - January 2023 - OVERVIEW

02 - Disposition Sheet - Vol. 41, No. 2 - Technology Update - January 2023 Policy Disposition Sheet

po7540 - Vol. 41, No. 2 - Technology Update - January 2023 Revised TECHNOLOGY

po7540.01 - Vol. 41, No. 2 - Technology Update - January 2023 Revised TECHNOLOGY PRIVACY

po7540.02 - Vol. 41, No. 2 - Technology Update - January 2023 Revised WEB ACCESSIBILITY, CONTENT, APPS, AND SERVICES

po7540.03 - Vol. 41, No. 2 - Technology Update - January 2023 Revised STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY

po7540.04 - Vol. 41, No. 2 - Technology Update - January 2023 Revised STAFF TECHNOLOGY ACCEPTABLE USE AND SAFETY

po8300 - Vol. 41, No. 2 - Technology Update - January 2023 Revised CONTINUITY OF ORGANIZATIONAL OPERATIONS PLAN

po8305 - Vol. 41, No. 2 - Technology Update - January 2023 Revised INFORMATION SECURITY

po8315 - Vol. 41, No. 2 - Technology Update - January 2023 Revised INFORMATION MANAGEMENT

po9700.01 - Vol. 41, No. 2 - Technology Update - January 2023 Revised ADVERTISING AND COMMERCIAL ACTIVITIES

01 - OVERVIEW - Vol. 41, No. 2 - Tobacco - January 2023 OVERVIEW

02 - Policy Disposition Sheet - Vol. 41, No. 2 - Tobacco - January 2023 Policy Disposition Sheet

03 - Guideline Disposition Sheet - Vol. 41, No. 2 - Tobacco - January 2023 Guideline Disposition Sheet

ag5500A - Vol. 41, No. 2 - Tobacco - January 2023 Revised STUDENT CONDUCT IN SCHOOL

po1615 - Vol. 41, No. 2 - Tobacco - January 2023 Revised TOBACCO USE PREVENTION

po3215 - Vol. 41, No. 2 - Tobacco - January 2023 Revised TOBACCO USE PREVENTION

po4215 - Vol. 41, No. 2 - Tobacco - January 2023 Revised TOBACCO USE PREVENTION

po5512 - Vol. 41, No. 2 - Tobacco - January 2023 Revised TOBACCO USE PREVENTION

po7434 - Vol. 41, No. 2 - Tobacco - January 2023 Revised TOBACCO USE PREVENTION

po9160 - Vol. 41, No. 2 - Tobacco - January 2023 Revised PUBLIC ATTENDANCE AT SCHOOL EVENTS

Book	Policy Manual
Section	Ready for Production April 2023
Title	Vol. 41, No. 2 - Tobacco - January 2023 Revised TOBACCO USE PREVENTION
Code	po1615
Status	

Revised Policy - Vol. 41, No. 2

1615 - ~~USE OF TOBACCO BY ADMINISTRATORS~~ **TOBACCO USE PREVENTION**

The Board of Education is committed to providing students, staff, and visitors with a tobacco, nicotine, vapor/aerosol, and smoke-free environment. The negative health effects of tobacco use for both users and nonusers, including the effects of secondhand smoke and vapor/aerosol exposure, particularly in connection with second hand smoke, are well established. Further, providing a non-smoking and a tobacco-free environment is consistent with the responsibilities of administrators and staff to be our positive role models for our students.

For purposes of this policy, "use of tobacco" means to chew or maintain any substance containing tobacco, including smokeless tobacco, in the mouth to derive the effects of tobacco, as well as all uses of tobacco, or tobacco substitutes, including cigars, cigarettes, pipe tobacco, chewing tobacco, snuff, any other matter or substances that contain tobacco, or nicotine (including synthetic nicotine), in addition to papers used to roll cigarettes and/or smoking of electronic, "vapor," or other substitute forms of cigarettes, clove cigarettes, and any other ~~lighted~~ smoking devices for burning tobacco or any other substances.

The term "tobacco" includes any product containing, made of, or derived from tobacco or nicotine (including synthetic nicotine) that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means; including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus; any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; an e-cigarette (including, but not limited to, "JUUL," "NJOY," "BREEZE," "Puff Bar," etc.), e-cigar, e-pipe, vape pen, or e-hookah; ~~any product that contains tobacco, is derived from tobacco, contains nicotine, or e-cigarettes and other electronic smoking devices (including but not limited to "JUUL"s, "NJOY", "Puff Bar", etc.),~~ but does not include any cessation product approved by the United States Food and Drug Administration for use as a medical treatment to reduce or eliminate nicotine or tobacco dependence.

~~In order to protect students and staff who choose not to smoke or use tobacco from an environment noxious to them, and because the Board does not condone smoking or the use of tobacco, the~~ The Board prohibits the use of tobacco or tobacco substitute products by ~~administrators~~ **employees** at all times

~~() (twenty four (24) hours a day, seven (7) days a week) [END OF OPTION]~~

within any enclosed facility owned, ~~or~~ leased, or contracted for by the Board, and in areas directly or indirectly under the control of the Board immediately adjacent to locations of ingress or egress to such facilities. This prohibition extends to any Board-owned and/or operated vehicles used to transport students and to all other Board-owned and/or operated vehicles. Such prohibition also applies to

- ~~() school grounds,~~
-
- ~~() athletic facilities, and~~
-
- ~~() any school related event,~~
-
- ~~() on or off Board premises~~
-
- ~~() except at designated times~~

(X) and in designated areas as defined in statute and by Ohio's Smoke-Free Workplace Program.

[END OF OPTIONS]

The Superintendent shall require the posting of signs as required by R.C. 3794.06 and as specified by the Ohio Department of Health.

~~[] Advertising/Promotion~~

~~-~~

~~In accordance with Policy 9700.01, tobacco advertising is prohibited on school grounds, in all school-sponsored publications, and at all school-sponsored events. **[END OF OPTION]**~~

~~-~~

~~**[] Tobacco promotional items that promote the use of tobacco products, including clothing, bags, lighters, and other personal articles, are not permitted on school grounds, in school vehicles, or at school-sponsored events. **[END OF OPTION]****~~

~~-~~

~~[] Education and Training~~

~~-~~

~~Training will be provided on this policy and associated resources. Information will be provided on cessation resources, including the free Ohio Tobacco Quit Line. **[END OF OPTION]**~~

Enforcement

Employees who violate this policy shall be subject to disciplinary action in accordance with the applicable Collective Bargaining Agreement and/or in accordance with policies of the Board.

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Legal

A.C. 3701-52

R.C. 3313.20, 3313.47, 3313.751, 3794 et seq.

20 U.S.C. 6081 et seq., 20 U.S.C. 7182

Book	Policy Manual
Section	Ready for Production April 2023
Title	Vol. 41, No. 2 - January 2023 Revised MEETING STATE PERFORMANCE INDICATORS
Code	po2114
Status	
Adopted	November 19, 2007
Last Revised	October 10, 2022

Revised Policy - Vol. 41, No. 2

2114 - MEETING STATE PERFORMANCE INDICATORS

~~It is the intent of the Board of Education that the District () and each eligible school building [END OF OPTION] annually meet the specified number of performance indicators established by the State Board of Education to be designated as an "A" School District () and an "A" school building.~~ It is the intent of the Board of Education that the District and each school building under the Board's governance annually meet the specified number of performance indicators established by the State Board of Education to earn a five-star performance rating.

The Superintendent shall develop a plan annually that outlines the steps the District () and each eligible school building [END OF OPTION] need(s) to take if at least the required percentage of students is to meet or exceed the performance levels established by the State Board of Education for each of the performance indicators.

~~S/He~~ The Superintendent shall also estimate the additional resources that will or may be necessary to be able to implement the annual plan and the annual cost to the District to provide such resources. These estimated costs shall then be incorporated into the budget proposals submitted to the Board each year and identified as such.

Maintaining a designation as a "five-star" School District and earning "five-star" ratings for each school building an "A" School District () and "A" school buildings [END OF OPTION] will require both the understanding and support of parents/guardians and the community at large. Thus it will be necessary to establish and maintain a communications program to with the community to keep them informed of the current performance status of the District and each eligible school building, and the resources that are needed to () the current performance status of the District [END OF OPTION] () and each eligible school building [END OF OPTION] and the resources that are needed to () continue to function as () become [END OF OPTION] a "five-star" District and "five-star" school building(s). () an "A" District [END OF OPTION] () and "A" school buildings.

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Legal R.C. 3302.02, 3302.03

Book	Policy Manual
Section	Ready for Production April 2023
Title	Vol. 41, No. 2 - January 2023 Revised COLLEGE CREDIT PLUS PROGRAM
Code	po2271
Status	
Adopted	November 19, 2007
Last Revised	October 10, 2022

Revised Policy - Vol. 41, No. 2

2271 - COLLEGE CREDIT PLUS PROGRAM

The Board of Education recognizes the value to students and to the District for students to participate in programs offered by accredited colleges and universities in Ohio.

The Board will approve participation by students who apply to the participating college or university (institute of higher education or IHE) and meet the IHE's and relevant academic program's established standards for admission, enrollment, and course placement. Participating students will be eligible to receive secondary credit for completing any of these programs. To be eligible, students must be in seventh, eighth, ninth, tenth, eleventh, or twelfth grade and must either be remediation-free in one (1) of the assessments established under R.C. 3345.061(F) or meet an alternative remediation-free eligibility option as defined by the Chancellor of Higher Education in consultation with the Superintendent of Public Instruction. Students who participated in the College Credit Plus Program before September 30, 2021, and who qualified to participate in accordance with prior law by scoring within one (1) standard error of measurement below the remediation-free threshold for one (1) of the required assessments, and having a cumulative high school grade point average of at least 3.0 or alternatively receiving a recommendation from a school counselor, principal, or career-technical program advisor, may remain eligible to participate.

In addition, under Federal and State law, male students who are eighteen (18) years of age or older and who are classified as an Ohio resident by the public college or university they are attending through the College Credit Plus Program are required to be registered with the Selective Service System. Participating male students are required to provide their Selective Service number to the public college or university within thirty (30) days of their 18th birthday. If such students do not submit their Selective Service number, they will not be considered a College Credit Plus participant for that current semester or term and will be responsible for any tuition, textbooks, or fees associated with the classes for which they are enrolled.

Underperforming and Ineligible Students

If a student participating in the College Credit Plus Program under the option set forth in R.C. 3365.06 (B) either: A) fails to maintain a grade point average of 2.0 or higher in the college courses taken through the College Credit Plus Program; or B) withdraws from, or receives no credit for two (2) or more courses in the same term, the student will be considered an underperforming student. If a student maintains underperforming student status for two (2) consecutive terms of enrollment, the student will be deemed "ineligible."

Probation

Immediately after determining a student has obtained underperforming student status, the Superintendent shall place the student on probation within the College Credit Plus Program and notify the underperforming student, ~~his/her~~ **the underperforming student's** parents/**guardians**, and each IHE in which the student is enrolled of ~~his/her~~ **the underperforming student's** status. The underperforming student and ~~his/her~~ **the** parents/**guardians** shall also be notified of the following requirements for continued participation in the Program while on probation:

- A. The student shall only enroll in one (1) college course during any term.
- B. The student shall refrain from enrolling in a college course in the same subject as a college course in which the student earned a grade of "D" or "F" or for which the student received no credit.

- C. If the student had registered for more than one (1) college course for the next term prior to being placed on probation, the student shall request each IHE in which ~~s/he~~the student is enrolled to dis-enroll the student from those courses that conflict with the terms of ~~his/her~~the student's probationary status.
1. If a student elects to remain enrolled in one (1) course for the next term, ~~s/he~~the student shall inform the IHE of the course in which the student would like to remain enrolled.
 2. If the student fails to dis-enroll from any courses that conflict with ~~his/her~~the student's probationary status, the Superintendent shall immediately notify the student and ~~his/her~~the student's parents/guardians that the student shall assume responsibility for any and all tuition, fees, and costs for textbooks for any courses from which the student was required to dis-enroll. In this notification, the student and ~~his/her~~the student's parents/guardians shall also be advised that the student shall be deemed an ineligible student and dismissed from the program for the next term in accordance with the dismissal procedures set forth below.
- D. If a student takes a course after being placed on probation and such course raises the student's cumulative grade point average to 2.0 or higher in the college courses taken through the College Credit Plus Program, the student shall be removed from probation. The student may participate in the Program without restrictions unless ~~s/he~~the student is declared to be an underperforming student again.
- E. If a student takes a course after being placed on probation and such course does not raise the student's cumulative grade point average to 2.0 or higher in the college courses taken through the College Credit Plus Program, the student shall be dismissed from the Program in accordance with the dismissal procedures set forth below.

Dismissal

If a student is deemed ineligible to participate in the College Credit Plus Program, ~~s/he~~the student will be dismissed from the Program. The Superintendent shall notify the ineligible student, ~~his/her~~the student's parents/guardians, and each IHE in which the student is enrolled of ~~his/her~~the student's dismissal. The ineligible student and ~~his/her~~the student's parents/guardians shall also be notified that the student shall not take any college courses through the Program following ~~his/her~~the student's dismissal.

If the student had registered for more than one (1) college course for the next term prior to being dismissed from the Program, the student shall request each IHE in which ~~s/he~~the student is enrolled to dis-enroll the student from the Program.

If the student fails to dis-enroll following ~~his/her~~their dismissal from the Program, the Superintendent shall immediately notify the student and ~~his/her~~the student's parents/guardians that the student shall assume responsibility for any and all tuition, fees, and costs for textbooks for any courses from which the student was required to dis-enroll. In this notification, the student and ~~his/her~~the student's parents/guardians shall also be advised that the Superintendent shall extend/continue the student's dismissal from the Program for an additional term.

Reinstatement

Following one (1) term of dismissal, a student may submit a request to the Superintendent to be reinstated to the College Credit Plus Program. Summer shall only be counted as a term if the student is enrolled in one (1) or more high school courses during the summer. Upon receipt of the reinstatement request, the student's full high school and college academic record will be reviewed to determine whether the student has achieved academic progress and whether ~~s/he~~the student will be reinstated on probation or without restriction.

~~Reinstatement on Probation: In order to be reinstated to the College Credit Plus Program on probation, the student must meet the following academic progress criteria:~~

-

- A. ~~(-)~~ _____
-
- B. ~~(-)~~ _____
-
- C. ~~(-)~~ _____

-

~~Reinstatement without Restriction: In order to be reinstated without any restrictions, the student must meet the following academic progress criteria:~~

-

- A. ~~(-)~~ _____
-
- B. ~~(-)~~ _____
-

C. ~~()~~ _____

If the student fails to demonstrate academic progress as defined above, the Superintendent shall extend/continue the student's dismissal for an additional term(s). During the dismissal period, the student shall remain ineligible to participate in the College Credit Plus Program until academic progress is achieved.

Appeals

Any student, who is dismissed from the College Credit Plus Program or prohibited from taking a course in which the student earned a grade of "D" or "F" or for which the student received no credit, may appeal the decision to the Superintendent. The appeal must be filed within five (5) business days after the student is notified of the dismissal or prohibition against taking a course. Upon receiving the appeal, the Superintendent must immediately notify each IHE in which the student is enrolled that the student has filed an appeal.

When reviewing a student's appeal, the Superintendent shall consider any extenuating circumstances separate from the student's academic performance that may have affected or otherwise impacted the student's status in the College Credit Plus Program. After considering such information, the Superintendent may:

- A. allow the student to participate in the Program without restrictions;
- B. allow the student to take a course in which the student earned a grade of "D" or "F" or for which the student received no credit;
- C. allow the student to participate in the Program on probation; or
- D. maintain the student's dismissal from the Program.

The Superintendent shall issue a decision on the student's appeal within ten (10) business days after the date the appeal is filed. The Superintendent's decision shall be final and ~~shall~~ **the Superintendent** shall immediately provide notification of the decision to each IHE in which the student is enrolled.

- A. If the Superintendent decides to continue the student's dismissal from the College Credit Plus Program and the student is enrolled in an Institution of Higher Education, such IHE shall permit the student to withdraw from all courses in which the student is enrolled without penalty. The Board shall not be required to pay for such courses.
- B. If the Superintendent fails to issue a timely decision after the date the appeal is made and the student is enrolled in an Institution of Higher Education, such IHE shall permit the student to withdraw from all courses in which the student is enrolled without penalty. If the decision is issued after the IHE's no-fault withdrawal date, the Board shall be required to pay for such courses.

Children of Military Families

Children of military families enrolled in CCP who must withdraw from the program due to their parent's/guardian's stationing orders shall be provided the option to complete the coursework in an online format, if possible, or withdraw from the program without academic or financial penalty.

Home-Schooled Students

If a home-schooled student participating in the College Credit Plus Program is placed on probation or dismissed from the Program, the parent/guardian of the student shall be responsible for notifying each IHE in which the student is enrolled of such probation or dismissal.

The Board will provide information about the College Credit Plus Program prior to February 1st to all students enrolled in grades six (6) through eleven (11) and their parents/guardians as outlined in AG 2271. The Board will also promote the College Credit Plus Program on its website, including the details of the Board's current agreements with partnering IHEs.

All students must meet the requirements for participating in the College Credit Plus Program outlined in AG 2271.

The Board ~~() shall~~ **(X)** may **[END OF OPTION]** deny high school credit for the College Credit Plus Program courses, any portion of which are taken during the period of a student's expulsion. If the student has elected to receive credit for course(s) toward fulfilling graduation requirements as well as the College Credit Plus Program credit, that election is automatically revoked for all college courses in which the student enrolled during the college term in which the expulsion is imposed.

When a student is expelled, the Board directs the Superintendent to send written notice of the expulsion to any college in which the expelled student is enrolled under R.C. 3365.03 (College Credit Plus Program) at the time the expulsion is imposed. This notice shall indicate the date the expulsion is scheduled to expire and that the Board has adopted a policy under R.C. 3313.613 to deny high school credit for College Credit Plus Program courses taken during an expulsion. If the expulsion period is later extended, the Superintendent shall notify the college of the extension.

The Board will collect, report, and track program data annually in accordance with data reporting guidelines adopted by the Chancellor and the Superintendent of Public Instruction pursuant to R.C. 3365.15.

The Superintendent shall establish the necessary administrative guidelines to comply with State law which will thereafter be properly communicated to both students and their parents/guardians. The Superintendent shall also establish guidelines and procedures for the awarding of credit and the proper entry on a student's transcript and other records of his/her participation in a College Credit Plus Program.

A.C. 3333-1-65.13

R.C. 3313.613, 3345.32, 3365.036, 3365.01 through 3365.09

"Military Selective Service Act," 62 Stat. 604, 50 U.S.C. App. 453, as amended

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A.C. 3333-1-65.13

R.C. 3313.613, 3345.32, 3365.036, 3365.01 through 3365.09

"Military Selective Service Act," 62 Stat. 604, 50 U.S.C. App. 453, as amended

Book	Policy Manual
Section	Ready for Production April 2023
Title	Vol. 41, No. 2 - January 2023 Revised HOMEBOUND INSTRUCTION PROGRAM
Code	po2412
Status	
Adopted	November 19, 2007
Last Revised	October 10, 2022

Revised Policy - Vol. 41, No. 2

2412 - HOMEBOUND INSTRUCTION PROGRAM

The Board of Education may provide individual instruction to students who are unable to attend classes because of accident, illness, or disability.

Documentation of the medical condition shall be done through a physician licensed to practice in this State who shall:

- A. certify existence of a medical condition requiring homebound instruction;
- B. state the probable duration of the confinement.

Applications must be approved by the Director of Student Services.

Prior to a student on an IEP being placed in the homebound instruction program under this policy, the IEP team shall meet to temporarily amend the student's IEP. The program of homebound instruction for students with disabilities shall be in accordance with the terms of the student's amended IEP. In accordance with R.C. 3323.12, five (5) hours of home instruction shall be equivalent to attendance for five (5) school days. IEP.

Teachers providing homebound instruction shall hold an Ohio teaching license appropriate for the level of instruction for which the assignment is made. Ordinarily, the District will provide one (1) hour of instruction for each school day that the student is participating in a homebound instruction program. The Superintendent may approve additional instructional time, on a case-by-case basis, when the circumstances warrant it. The amount of instructional time shall be limited to five (5) hours per week for non-disabled students, and shall be in accordance with the revised IEP for students with disabilities.

[**X**] Instruction will not be provided when:

- A. (**X**) the instructor's presence in the place of a student's confinement presents a hazard to his/her/their health;
- B. (**-X**) a parent/guardian or other adult in authority is not at home with the student during the hours of instruction;
- C. (**X**) the condition of the student is such as to preclude his/her/their benefit from such instruction.

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Legal R.C. 3323.12

Book	Policy Manual
Section	Ready for Production April 2023
Title	Vol. 41, No. 2 - Tobacco - January 2023 Revised TOBACCO USE PREVENTION
Code	po3215
Status	
Adopted	November 19, 2007
Last Revised	October 10, 2022

Revised Policy - Vol. 41, No. 2

3215 - ~~USE OF TOBACCO BY PROFESSIONAL STAFF~~ **TOBACCO USE PREVENTION**

The Board of Education is committed to providing students, staff, and visitors with a tobacco, nicotine, vapor/aerosol, and smoke-free environment. The negative health effects of tobacco use for both users and nonusers, including the effects of secondhand smoke and vapor/aerosol exposure, particularly in connection with second hand smoke, are well established. Further, providing a non-smoking and a tobacco-free environment is consistent with the responsibilities of teachers and staff to be ~~our~~ positive role models for our students.

For purposes of this policy, "use of tobacco" means to chew or maintain any substance containing tobacco, including smokeless tobacco, in the mouth to derive the effects of tobacco, as well as all uses of tobacco, or tobacco substitutes, including cigars, cigarettes, pipe tobacco, chewing tobacco, snuff, any other matter or substances that contain tobacco, nicotine (including synthetic nicotine), in addition to papers used to roll cigarettes, and/or smoking of electronic, "vapor," or other substitute forms of cigarettes, clove cigarettes, and any other ~~lighted~~ smoking devices for burning tobacco or any other substances.

The term "tobacco" includes any product containing, made of, or derived from tobacco or nicotine (including synthetic nicotine) that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means, including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus; any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; an e-cigarette (including, but not limited to, "JUUL", "NJOY", "BREEZE," "Puff Bar," etc.), e-cigar, e-pipe, vape pen, or e-hookah; ~~any product that contains tobacco, is derived from tobacco, contains nicotine, or e-cigarettes and other electronic smoking devices (including but not limited to "JUUL"s, "NJOY", "Puff Bar", etc.),~~ but does not include any cessation product approved by the United States Food and Drug Administration for use as a medical treatment to reduce or eliminate nicotine or tobacco dependence.

~~In order to protect students and staff who choose not to smoke or use tobacco from an environment noxious to them, and because the Board does not condone smoking or the use of tobacco, the~~ **The** Board prohibits the use of tobacco or tobacco substitute products by ~~professional staff members~~ **employees** at all times

~~() (twenty four (24) hours a day, seven (7) days a week)~~ **[END OF OPTION]**

within any enclosed facility owned, ~~or~~ leased, or contracted for by the Board, and in areas directly or indirectly under the control of the Board immediately adjacent to locations of ingress or egress to such facilities. This prohibition extends to any Board-owned and/or operated vehicles used to transport students and to all other Board-owned and/or operated vehicles. Such prohibition also applies ~~to~~

- ~~() school grounds,~~
-
- ~~() athletic facilities, and~~
-
- ~~() any school related event,~~
-
- ~~() on or off Board premises~~
-
- ~~() except at designated times~~

(X) ~~and~~ in designated areas as defined in statute and by Ohio's Smoke-Free Workplace Program.

[END OF OPTIONS]

The Superintendent shall require the posting of signs as required by R.C. 3794.06 and as specified by the Ohio Department of Health.

~~[] Advertising/Promotion~~

~~-~~

~~In accordance with Policy 9700.01, tobacco advertising is prohibited on school grounds, in all school-sponsored publications, and at all school-sponsored events. **[END OF OPTION]**~~

~~-~~

~~**[] Tobacco promotional items that promote the use of tobacco products, including clothing, bags, lighters, and other personal articles are not permitted on school grounds, in school vehicles, or at school-sponsored events. **[END OF OPTION]****~~

~~-~~

~~[] Education and Training~~

~~-~~

~~Training will be provided on this policy and associated resources. Information will be provided on cessation resources, including the free Ohio Tobacco Quit Line. **[END OF OPTION]**~~

Enforcement

Employees who violate this policy shall be subject to disciplinary action in accordance with the applicable Collective Bargaining Agreement and/or in accordance with policies of the Board.

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A.C. 3701-52

R.C. 3313.20, 3313.47, 3313.751, 3794 et seq.

20 U.S.C. 6081 et seq., 20 U.S.C. 7182

Book	Policy Manual
Section	Ready for Production April 2023
Title	Vol. 41, No. 2 - Tobacco - January 2023 Revised TOBACCO USE PREVENTION
Code	po4215
Status	
Adopted	November 19, 2007
Last Revised	October 10, 2022

Revised Policy - Vol. 41, No. 2

4215 - ~~USE OF TOBACCO BY CLASSIFIED STAFF~~ **TOBACCO USE PREVENTION**

The Board of Education is committed to providing students, staff, and visitors with a tobacco, nicotine, vapor/aerosol, and smoke-free environment. The negative health effects of tobacco use for both users and nonusers, including the effects of second hand smoke and vapor/aerosol exposure, particularly in connection with second hand smoke, are well established. Further, providing a non-smoking and tobacco-free environment is consistent with the responsibilities of teachers and staff to be positive role models for our students.

For purposes of this policy, "use of tobacco" means to chew or maintain any substance containing tobacco, including smokeless tobacco, in the mouth to derive the effects of tobacco, as well as all uses of tobacco or tobacco substitutes, including cigars, cigarettes, pipe tobacco, chewing tobacco, snuff, any other matter or substances that contain tobacco or nicotine (including synthetic nicotine), in addition to papers used to roll cigarettes, and/or the smoking of electronic, "vapor," or other substitute forms of cigarettes, clove cigarettes, and other ~~lighted~~ smoking devices for burning tobacco or any other substance.

The term "tobacco" includes any product containing, made of, or derived from tobacco or nicotine (including synthetic nicotine) that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means, including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus; any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; an e-cigarette (including, but not limited to, "JUUL", "NJOY", "BREEZE," "Puff Bar," etc.), e-cigar, e-pipe, vape pen, or e-hookah; ~~any product that contains tobacco, is derived from tobacco, contains nicotine, or e-cigarettes and other electronic smoking devices (including but not limited to "JUUL"s, "NJOY", "Puff Bar", etc.),~~ but does not include any cessation product approved by the United States Food and Drug Administration for use as a medical treatment to reduce or eliminate nicotine or tobacco dependence.

~~In order to protect students and staff who choose not to smoke or use tobacco from an environment noxious to them, and because the Board does not condone smoking or the use of tobacco, the~~ **The** Board prohibits the use of tobacco or tobacco substitute products by ~~classified staff members~~ **employees** at all times

~~() (twenty four (24) hours a day, seven (7) days a week)~~ **[END OF OPTION]**

within any enclosed facility owned, ~~or~~ leased, or contracted for by the Board, and in the areas directly or indirectly under the control of the Board immediately adjacent to locations of ingress or egress to such facilities. This prohibition extends to any Board-owned and/or operated vehicles used to transport students and to all other Board-owned and/or operated vehicles. Such prohibition also applies ~~to~~

- ~~() school grounds,~~
-
- ~~() athletic facilities, and~~
-
- ~~() any school related event,~~
-
- ~~() on or off Board premises~~
-
- ~~() except at designated times~~

(x) and in designated areas as defined in statute and by Ohio's Smoke-Free Workplace Program.

[END OF OPTIONS]

The Superintendent shall require the posting of signs as required by R.C. 3794.06 and as specified by the Ohio Department of Health.

~~[] Advertising/Promotion~~

~~-~~

~~In accordance with Policy 9700.01, tobacco advertising is prohibited on school grounds, in all school-sponsored publications, and at all school-sponsored events. **[END OF OPTION]**~~

~~-~~

~~**[] Tobacco promotional items that promote the use of tobacco products, including clothing, bags, lighters, and other personal articles are not permitted on school grounds, in school vehicles, or at school-sponsored events. **[END OF OPTION]****~~

~~-~~

~~[] Education and Training~~

~~-~~

~~Training will be provided on this policy and associated resources. Information will be provided on cessation resources, including the free Ohio Tobacco Quit Line. **[END OF OPTION]**~~

Enforcement

Employees who violate this policy shall be subject to disciplinary action in accordance with the applicable Collective Bargaining Agreement and/or in accordance with policies of the Board.

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A.C. 3701-52

R.C. 3313.20, 3313.47, 3313.751, 3794 et seq.

20 U.S.C. 6081 et seq., 20 U.S.C. 7182

Book	Policy Manual
Section	Ready for Production April 2023
Title	Vol. 41, No. 2 - January 2023 Revised HEALTH SERVICES
Code	po5310
Status	
Adopted	November 19, 2007
Last Revised	October 10, 2022

Revised Policy - Vol. 41, No. 2

5310 - HEALTH SERVICES

The Board of Education may require students of the District to submit to periodic health examinations to:

- A. (**X**) protect the school community from the spread of communicable disease;
- B. (**X**) verify that each student's participation in health, safety, and physical education courses meets the student's his/her individual needs;
- C. (**X**) verify that the learning potential of each child is not lessened by a remediable physical disability.

The District may provide or request parents/guardians to provide:

- A. (**X**) general physical examinations for athletics;
- B. (**X**) dental examinations;
- C. (**X**) tests for communicable disease;
- D. (**X**) vision and/or audiometric screening;
- E. (**X**) scoliosis tests.
- F. (**-**) ~~[OTHER]~~ _____.

The Board shall directly notify the parents/guardians 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/guardians 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 the student is exhibiting, ~~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 on the same day the student is removed. Thereafter, the student shall not be permitted to return to the activity for which the teacher, coach, or referee is responsible until both of the following occur: ~~until both of the following occur:~~

- A. The student's condition is assessed by (1) a physician; ~~(1) or other~~ (2) a licensed healthcare professional ~~healthcare provider~~ authorized by the Board, in accordance with requirements set forth in R.C. 3313.539(E)(2), to assess such a student; or (3) a licensed health care professional, each of whom must meet the minimum education requirements established by rules adopted under R.C. 3707.521 by the professional's licensing agency.
- B. The student receives written clearance that it is safe to return to physical education class, ~~or~~ athletic practice, or competition; ~~from the physician or the licensed healthcare professional who assessed the student's condition. a physician (1) or other healthcare provider authorized by the Board, in accordance with requirements set forth in R.C. 3313.539(E)(2) to grant such a clearance.~~

A.C. 3301-35-03 (D)

R.C. 2305.231, 3707.521, 3313.50, 3313.68 et seq., 3313.539

20 U.S.C. 1232(h)

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A.C. 3301-35-03(D)

R.C. 2305.231, 3707.521, 3313.50, 3313.68 et seq., 3313.539

20 U.S.C. 1232(h)

Book	Policy Manual
Section	Ready for Production April 2023
Title	Copy of GRADUATION REQUIREMENTS
Code	po5460
Status	
Adopted	November 19, 2007
Last Revised	December 12, 2022

5460 - GRADUATION REQUIREMENTS

In order to acknowledge each student's successful completion of the instructional program, appropriate to the achievement of District goals and objectives as well as personal proficiency, the Board of Education awards a diploma to eligible students at a graduation ceremony.

The Board of Education shall award a regular high school diploma to every student enrolled in this District who meets the requirements of graduation established by State law and this Board or who properly completes the goals and objectives specified in the student's individualized education program (IEP) including either the exemption from or the requirement to complete the tests required by the State Board of Education in order to graduate. In addition to earning course credits, each student must **show competency and readiness. fulfill the requirements of one (1) graduation pathway that has been approved by the State. Ohio law provides two (2) additional options to earn a high school diploma for students in the Class of 2020.**

Course Credits Required for Graduation

The requirements for graduation from high school include earning twenty-one (21) units of credit in grades nine (9) through twelve (12) as established in State law and this Board and fulfilling the requirements of one (1) graduation pathway that has been approved by the State. To graduate, students must earn twenty-one (21) units of credit in grades nine (9) through twelve (12) as follows:

For the Classes of 2021-2024

Subject	Units Required
English Language Arts (Minimum of four (4) credits)	4 units
Health (Minimum of one-half (1/2) credit)	1/2 unit
Physical Education (Minimum of one-half (1/2) credit)	1/2 unit
Mathematics (Minimum of four (4) credits) (must include one (1) unit of Algebra II or equivalent of Algebra II or one (1) unit of advanced computer science. Parents/ Guardians must sign a written statement acknowledging that not taking Algebra II might negatively impact college admissions decisions before a student may substitute advanced computer science for Algebra II. Students who are enrolled in a career technical program may complete a career-based pathway math course as an alternative to algebra II or advanced computer science.)	4 units
Science (Minimum of three (3) credits) (must include one (1) unit physical sciences, one (1) unit of life sciences, and one (1) unit advanced study in one (1) or more of: chemistry, physics, other physical science, advanced biology or other life science, physical geology or other earth or space science, computer science.)	3 units
Social Studies (Minimum of two (2) credits) (for students entering ninth grade after July 1, 2017, must include at least one-half (1/2) unit in world history and civilizations)	3 units
History and Government (Minimum of one (1) credit) (must include one-half (1/2) unit of American history, one-half (1/2) unit of American government)	
Electives (Minimum of five and a half (5.5) credits) (must include one (1) or any combination of a foreign language, , fine arts*, business, career-technical education, family and consumer sciences, technology which may include computer science, agricultural education, a junior reserve officer training corps (JROTC) program approved by the U.S. Congress under title 10 of the United States Code, or English Language Arts, Mathematics, Science, or Social Studies courses not otherwise required)	5 1/2 units

Technology

1/2 unit

* Students must complete at least two (2) semesters of fine arts during grades seven (7) through twelve (12) unless a student is considered to be in a career-technical track, as provided by O.R.C. 3313.603.

For the Classes of 2025

Subject	Units Required
English Language Arts (Minimum of four (4) credits)	4 units
Health (Minimum of one-half (1/2) credit)	1/2 unit
Physical Education (Minimum of one-half (1/2) credit)	1/2 unit
Mathematics (Minimum of four (4) credits) (must include one (1) unit of Algebra II or equivalent of Algebra II or one (1) unit of advanced computer science. Parents/ Guardians must sign a written statement acknowledging that not taking Algebra II might negatively impact college admissions decisions before a student may substitute advanced computer science for Algebra II. Students who are enrolled in a career technical program may complete a career-based pathway math course as an alternative to algebra II or advanced computer science.)	4 units
Science (Minimum of three (3) credits) (must include one (1) unit physical sciences, one (1) unit of life sciences, and one (1) unit advanced study in one (1) or more of: chemistry, physics, other physical science, advanced biology or other life science, physical geology or other earth or space science, computer science.)	3 units
Social Studies (Minimum of two (2) credits) (for students entering ninth grade after July 1, 2017, must include at least one-half (1/2) unit in world history and civilizations)	3 units
History and Government (Minimum of one (1) credit) (must include one-half (1/2) unit of American history, one-half (1/2) unit of American government)	
Electives (Minimum of five and a half [5.5] credits), as follows:	
Must include one (1) or any combination of a foreign language, fine arts*, business, career-technical education, family and consumer sciences, technology which may include computer science, agricultural education, a junior reserve officer training corps (JROTC) program approved by the U.S. Congress under title 10 of the United States Code, or English Language Arts, Mathematics, Science, or Social Studies courses not otherwise required.	5 1/2 units
Business or Technology	1/2 unit

* Students must complete at least two (2) semesters of fine arts during grades 7-12 unless a student is considered to be in a career-technical track, as provided by O.R.C. 3313.603.

For the Classes of 2026 and Beyond

Subject	Units Required
English Language Arts (Minimum of four (4) credits)	4 units
Health (Minimum of one-half (1/2) credit)	1/2 unit
Physical Education (Minimum of one-half (1/2) credit)	1/2 unit
Mathematics (Minimum of four (4) credits) (must include one (1) unit of Algebra II or equivalent of Algebra II or one (1) unit of advanced computer science. Parents must sign a written statement acknowledging that not taking Algebra II might negatively impact college admissions decisions before a student may substitute advanced computer science for Algebra II. Students who are enrolled in a career technical program may complete a career-based pathway math course as an alternative to algebra II or advanced computer science.)	4 units
Science (Minimum of three (3) credits) (must include one (1) unit physical sciences, one (1) unit of life sciences, and one (1) unit advanced study in one (1) or more of: chemistry, physics, other physical science, advanced biology or other life science, physical geology or other earth or space science, computer science.)	3 units

Social Studies (Minimum of two (2) credits) (for students entering ninth grade after July 1, 2017, must include at least one-half (1/2) unit in world history and civilizations)

3 units

History and Government (Minimum of one (1) credit) (must include one-half (1/2) unit of American history, one-half (1/2) unit of American government)

Electives (Minimum of five and a half (5.5) credits), as follows:

5 1/2 units

Must include one (1) or any combination of a foreign language, fine arts*, business, career-technical education, family and consumer sciences, technology which may include computer science, agricultural education, a junior reserve officer training corps (JROTC) program approved by the U.S. Congress under title 10 of the United States Code, or English Language Arts, Mathematics, Science, or Social Studies courses not otherwise required.

Financial Literacy

1/2 unit

For All Classes

All students must receive instruction in economics and financial literacy during grades nine (9) through twelve (12). Additionally, all students must receive instruction in cardiopulmonary resuscitation and the use of an automated external defibrillator from an approved source during grades nine (9) through twelve (12) unless the student is exempted from such training due to a disability or by written request of the parent/guardian.

All students must complete a minimum of ten (10) hours of community service as part of their graduation requirements.

~~Students who achieve an industry credential or license that requires an examination shall not be required to take additional technical assessments. If the student does not participate in licensure or license examination, the student shall take the applicable technical assessments. Students must attain specified scores on assessments as required to demonstrate workforce readiness on a nationally recognized job skills assessment in order to obtain a diploma.~~

~~Certain students are not required to take the college and career readiness assessments administered to all eleventh (11th) grade students:~~

- ~~A. students who demonstrate they are remediation-free on the English, math, and reading nationally recognized assessments prior to the administration of the college and career readiness assessments;~~
- ~~B. students with significant cognitive disabilities who take an alternative assessment and students with intellectual disabilities in accordance with State guidance; and~~
- ~~C. Limited English proficient students enrolled in United States schools for less than two (2) years for whom no appropriate accommodations are available.~~

~~Students may take the assessment even if they are not required to do so.~~

~~The Board shall affix the State of Ohio Seal of Biliteracy to the diplomas of students who achieve all the requirements in an eligible language as established by the Ohio Department of Education. A student may be required to pay a fee to demonstrate proficiency in a language, which may include the cost of a standardized test.~~

Physical Education Waiver

Students who have participated in interscholastic athletics, marching band, show choir, or cheerleading for at least two (2) full seasons as defined in the Student Handbook, while enrolled in grades nine (9) through twelve (12), and as documented by the Principal or the Principal's designee may be excused from the high school physical education requirement. Students electing such an excuse shall complete one-half (1/2) unit of at least sixty (60) hours of instruction in another course of study which is designated by the Board as meeting the high school curriculum requirements.

Credit may be earned by:

- A. completing coursework;
- B. testing out of or demonstrating mastery of course content; or
- C. pursuing one (1) or more educational options in accordance with the District's Center's Credit Flexibility Program.

Credit may be earned at an accredited post-secondary institution through College Credit Plus (CCP).

Every high school may permit students below the ninth grade to take advanced work for credit. This work shall count toward the graduation requirements if it was both:

- A. taught by a person who possesses a license/certificate issued under State law that is valid for teaching high school;

- B. designated by the Board as meeting the high school curriculum requirements;
- C. No student shall be required to remain in school for any specific number of semesters or other terms if the student completes the required curriculum early.
- D.
- E. **Competency Requirements**
- F.
 - To graduate, students must earn a "competency" score on the state Algebra I and English Language Arts II tests. Students who do not pass the test will be offered appropriate remediation and supports and will retake the test at least once. In lieu of attaining competency scores on the state tests, students can demonstrate competency by one (1) of the following:
- G. A. Obtain a remediation-free score in the math or English subject areas on the ACT or SAT.
- H. B. Complete two (2) of the following options, with at least one (1) of the options being a foundational option:
 - 1. Foundational Options: obtain proficient scores on three (3) or more WebXams in a single career pathway, earn a twelve (12) point approved industry-recognized credential or group of credentials, or complete a pre-apprenticeship program recognized by the Ohio State Apprentice Council, a registered apprenticeship in the student's chosen career field, or show evidence of acceptance into an approved apprenticeship program restricted to participants eighteen (18) years of age or older.
 - 2. Supporting Options: complete a 250-hour work-based learning experience with evidence of positive evaluations, earn the required score on WorkKeys, or earn the OhioMeansJobs Readiness Seal.
- I. C. Enlist in the military and present evidence of a signed contract to enter a branch of the U.S. armed services upon graduation.
- J. D. Earn credit for a college-level math and/or college-level English course in the subject(s) not passed on the state exams through the College Credit Plus Program.
- K.

State Graduation Requirements

The District will comply with State Board of Education requirements for graduation. Students shall earn required credits for graduation in the appropriate subject areas, and achieve one (1) of the pathways as summarized below (available pathways change and are specific to each graduating class):

Class of 2019 through Class of 2022

Students who have entered ninth grade before July 1, 2019, shall earn the required credits for graduation in the appropriate subject areas and achieve one (1) of three (3) pathways:

- A. earning a State Board of Education approved, industry-recognized credential or group of credentials and achieving the required score on a workforce readiness assessment selected by the State; or
- B. earning a cumulative score on subject-specific end-of-course exams equal to State Board requirements for the year of graduation; or
- C. earning remediation-free scores in English language arts and math on a nationally recognized college admission exam such as ACT or SAT.

Students in the graduating classes of 2019 and 2020 may be eligible for graduation by completing two (2) additional alternative pathways:

A. Academic Pathway

Take all end-of-course examinations and retake examinations in English Language Arts or Math at least once if the student received a score lower than a three (3), plus meet at least two (2) of the following conditions:

- 1. attain an attendance rate of at least ninety-three percent (93%) during twelfth-grade year (not available for students who enter ninth grade after July 1, 2016)
- 2. take at least four (4) full-year or equivalent courses during twelfth grade and obtain a grade point average of 2.5 on a 4.0 scale during twelfth grade (students who entered ninth grade between July 1, 2016, and June 30, 2017, must obtain this GPA during eleventh grade as well)
- 3. complete a capstone project during twelfth grade in accordance with District administrative guidelines (capstone projects for students who entered ninth grade between July 1, 2016, and June 30, 2017, must comply with guidance to be developed by the State)
- 4. complete 120 hours of work in community service in accordance with District administrative guidelines (community service approved for students who entered ninth grade between July 1, 2016, and June 30, 2017, must comply with guidance to

~~be developed by the State and be both approved and verified by the District)~~

- ~~5. earn three (3) or more transcribed credit hours under the College Credit Plus Program at any time during high school~~
- ~~6. pass an Advanced Placement or International Baccalaureate course and receive a score of three (3) or higher for an AP examination or four (4) or higher for an International Baccalaureate examination during high school~~
- ~~7. earn a level three (3) score for each of "reading for information," "applied mathematics," and "locating information" components of the job skills assessment selected by the State Board~~
- ~~8. obtain an industry-recognized credential or a group of credentials equal to at least three (3) total points~~
- ~~9. satisfy conditions required to receive an OhioMeansJobs readiness seal~~

B. ~~Career Technical Pathway~~

~~Take all end-of-course examinations; complete a career-technical training program approved by ODE that includes at least four (4) career-technical courses; and meet one (1) of the following conditions:~~

- ~~1. demonstrate successful workplace participation with 250 hours of workplace experience and evidence of regular, positive evaluations from the employee or supervisor and a representative of the School District~~
- ~~2. obtain an industry-recognized credential or group of credentials equal to at least twelve (12) points~~
- ~~3. attain a cumulative score of at least proficient on career-technical education assessments or test modules required for the program~~

Class of 2023 and Beyond Readiness Requirements

~~Students who enter ninth grade after July 1, 2019, must satisfy the following two (2) requirements. The Board of Education permits students who enter ninth grade before July 1, 2019, to earn a diploma if they meet these requirements as an additional pathway to graduation.~~

- ~~A. Students must demonstrate readiness for graduation by earning at least two (2) diploma seals, one (1) of which must include a State-approved seal from the following list:~~
- ~~B. Earn at least two (2) State diploma seals, one (1) of which must include:~~

- ~~1. Seal of Biliteracy;~~
- ~~2. OhioMeansJobs-**Readiness** Seal; or~~
- ~~3. State Diploma Seal in one (1) of the following areas: Industry-Recognized Credential Seal;~~
- ~~4. College-Ready Seal;~~
- ~~5. Military Enlistment Seal;~~
- ~~6. Citizenship Seal;~~
- ~~7. Science Seal;~~
- ~~8. Honors Diploma Seal;~~
- ~~9. Technology Seal.~~

The Board offers the following additional seal(s) in accordance with adopted administrative guidelines: Community Service Seal; Fine/Performing Arts Seal; Student Engagement Seal.

- ~~B. Attain a competency score on each of the Algebra I and English Language Arts II end-of-course examinations. Students who receive a proficient score on Algebra I or English Language Arts prior to entering high school will fulfill this requirement and will not be required to retake the exams. Students who fail to attain the competency score in either subject will be offered remedial support and will be required to retake the exam(s) at least once. A student who fails to achieve the competency score a second time may demonstrate competency in the failed subject area by completing one (1) of the following:~~
- ~~1. earn course credit through College Credit Plus in that subject;~~
- ~~2. provide evidence of enlistment in a branch of the armed services of the United States; or~~
- ~~3. complete two (2) of the following options, with at least one (1) of the options being a foundational option~~
 - ~~a. **Foundational Options:** earning a score of proficient or higher on three (3) or more State technical assessments; obtaining an industry-recognized credential; completing a pre-apprenticeship or apprenticeship in a chosen career field; providing evidence of acceptance into an apprenticeship program after high school that is restricted to participants eighteen (18) years of age or older.~~

- b. ~~**Supporting Options:** completing 250 hours of a work-based learning experience with evidence of positive evaluations; obtaining an OhioMeansJobs readiness seal; attaining a workforce readiness score selected by the State.~~

An honors diploma shall be awarded to any student who meets the established requirements for graduation or the requirements of the **student's** ~~if~~ IEP; attains the applicable scores on the tests required by the State Board of Education to graduate; and meets any additional criteria the State Board may establish.

Participation in commencement exercises is a privilege and not a right. Commencement exercises will include only those students who have successfully completed **the** requirements for graduation as certified by the high school principal, those students who have been deemed eligible to participate in such exercises in accordance with the terms of their IEP, or students who have successfully completed all local graduation requirements except for the completion of a state-required pathway. Students who have completed all local graduation requirements except for the completion of a state-required pathway and participate in commencement exercises will not receive their high school diploma; rather, they will receive a certificate of attendance. A student may be denied participation in the ceremony of graduation when personal conduct so warrants. However, no student who has completed the requirements for graduation shall be denied a diploma as a disciplinary measure.

The Board also shall grant a diploma of adult education to all District residents over the age of twenty-one (21) who meet the requirements established by the State Board of Education.

The District shall comply with all data reporting requirements regarding graduation and post-high school outcomes.

Revised 2/8/10
 Revised 7/12/10
 Revised 10/14/13
 Revised 2/10/14
 Revised 5/11/15
 Revised 4/10/17
 Revised 7/10/17
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 Revised 1/4/21
 Revised 10/10/22

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Legal

A.C. 3301-41-01, 3301-13-01 to 07

R.C. 3301.07, 0710, 0711

R.C. 3313.60, 3313.61, 3313.603, 3313.611, 3313.614, 3313.615, 3313.617

R.C. 3313.618, 3313.647, 3313.903, 3313.6021, 3313.6111, 3323.08

Book	Policy Manual
Section	Ready for Production April 2023
Title	Vol. 41, No. 2 - Tobacco - January 2023 Revised TOBACCO USE PREVENTION
Code	po5512
Status	
Adopted	November 19, 2007
Last Revised	October 10, 2022

Revised Policy - Vol. 41, No. 2

5512 - ~~USE OF TOBACCO~~TOBACCO USE PREVENTION

The Board of Education is committed to providing students, staff, and visitors with an indoor tobacco, nicotine, vapor/aerosol, and smoke-free environment. The negative health effects of tobacco use for both the users and nonusers, including the effects of secondhand smoke and vapor/aerosol exposure, particularly in connection with second hand smoke, are well established. Further, providing a non-smoking and tobacco-free environment is consistent with the responsibilities of teachers and staff to be positive role models for our students.

For purposes of this policy, "use of tobacco" means to chew or maintain any substance containing tobacco, including smokeless tobacco, in the mouth to derive the effects of tobacco, as well as all uses of tobacco or tobacco substitutes, including cigarettes, cigars, pipe tobacco, chewing tobacco, snuff, or any other matter or substances that contain tobacco or nicotine (including synthetic nicotine), in addition to papers used to roll cigarettes, and/or the smoking of electronic, "vapor," or other substitute forms of cigarettes, clove cigarettes, or other ~~lighted~~ smoking devices for burning tobacco or any other substance.

The term "tobacco" includes any product containing, made of, or derived from tobacco or nicotine (including synthetic nicotine) that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means, including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus; any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; an e-cigarette (including, but not limited to, "JUUL", "NJOY," "BREEZE," "Puff Bar," etc.), e-cigar, e-pipe, vape pen, or e-hookah; ~~any product that contains tobacco, is derived from tobacco, contains nicotine, or e-cigarettes and other electronic smoking devices (including but not limited to "JUULs", "NJOY", "Puff Bar", etc.),~~ but does not include any cessation product approved by the United States Food and Drug Administration for use as a medical treatment to reduce or eliminate nicotine or tobacco dependence.

~~In order to protect students and staff who choose not to use tobacco from an environment noxious to them, the~~ The Board prohibits the possession, consumption, purchase or attempt to purchase, and/or use of tobacco or tobacco substitute products by students at all times

(**X**) (twenty-four (24) hours a day, seven (7) days a week)**[END OF OPTION]**

on Board premises, in Board-owned vehicles, within any indoor facility owned, ~~or~~ leased, or contracted for by the Board, and/or used to provide education or library services to children, and at all Board-sponsored events.

~~[] This prohibition extends to any Board owned and/or operated vehicles used to transport students and to all other Board owned and/or operated vehicles. Such prohibition also applies to:~~

~~() school grounds,~~

~~() athletic facilities, and~~

~~() any school related event,~~

~~() on or off Board premises.~~

[END OF OPTIONS]

[X] Advertising/Promotion

In accordance with Policy 9700.01, tobacco advertising is prohibited on school grounds, in all school-sponsored publications, and at all school-sponsored events. **[END OF OPTION]**

[X] Tobacco promotional items that promote the use of tobacco products, including clothing, bags, lighters, and other personal articles, are not permitted on school grounds, in school vehicles, or at school-sponsored events. **[END OF OPTION]**

~~[] Notification~~

~~Signage "No Tobacco" signs will be posted throughout the District as required by R.C. 3794.06 and as specified by the Ohio Department of Health. Students will be provided notice of this policy through student handbooks. **[END OF OPTION]**~~

~~**[]** District vehicles will display the international "No Smoking" insignia. **[END OF OPTION]**~~

~~**[]** Announcements will be made during home athletic events both before the event and during intermission, as well as at all school functions where deemed appropriate. **[END OF OPTION]**~~

~~**[]** School programs will include a written reminder of the tobacco free policy. **[END OF OPTION]**~~

~~[] Educational Programming~~

Tobacco-use prevention education shall be coordinated with the other components of the school health program ~~()~~ and shall be evidence based, age appropriate, and culturally responsive **[END OF OPTION]**. Staff responsible for teaching tobacco-use prevention education shall have adequate pre-service training and participate in ongoing professional development activities to effectively deliver education programming. Preparation and professional development activities shall provide basic knowledge about the effects of tobacco use and effects of peer pressure on tobacco use combined with effective instructional techniques and strategies and program-specific activities. Education will include instruction on the harmful effects of and legal restrictions against tobacco, nicotine, and electronic smoking devices, as part of the health education curriculum, including My Life My Quit Youth Cessation Program. ~~() Implementation may be aligned with Positive Behavioral Intervention Supports (PBIS) and incorporated with ongoing educational reinforcement as part of Tier 1 (and of subsequent tiers) PBIS strategies, as appropriate. **[END OF OPTION]**~~

Enforcement

Students who violate this policy shall be subject to disciplinary action in accordance with the Student Code of Conduct/Student Discipline Code and in accordance with policies of the Board.

R.C. 2151.87, 3313.20, 3313.47, 3313.60(A)(5), 3313.66, 3313.751
20 U.S.C. 6081 et seq., 20 U.S.C. 7182

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Legal R.C. 2151.87, 3313.20, 3313.47, 3313.60(A)(5), 3313.66, 3313.751
20 U.S.C. 6081 et seq., 20 U.S.C. 7182

Book	Policy Manual
Section	Ready for Production April 2023
Title	Copy of RANDOM ALCOHOL, DRUG AND NICOTINE TESTING OF WADSWORTH CITY SCHOOL DISTRICT STUDENTS
Code	po5512.01
Status	
Adopted	May 8, 2017
Last Revised	October 10, 2022

5512.01 - **RANDOM ALCOHOL, DRUG AND NICOTINE TESTING OF WADSWORTH CITY SCHOOL DISTRICT STUDENTS**

Overview

The procedure for initial and random alcohol, drug, and nicotine testing of participating students is accomplished in conjunction with an independent testing Vendor selected by the Board of Education. The Vendor will be provided, by the Designated Official, a full list of eligible students, and, in turn, the Vendor will randomly select students for testing at regular intervals. The Vendor will send qualified collectors to the school who will oversee the collection of all specimens as outlined in 6(b). The Vendor will provide Medical Review Officer (MRO) services for interpretation and verification of results. Results will be reported to the Designated Official by the MRO. Specimens are collected as split specimens which requires the Vendor to separate the specimen in two separate containers. One (1) specimen will be tested and the other will be held for a second test, if required.

A. A STATEMENT OF NEED AND PURPOSE

Recognizing that the use of alcohol, drugs and nicotine by students involved in activities is a national problem, and with the support from the U.S. Supreme Court, the Wadsworth City School district implements this program of deterrence and identification, as a proactive approach to a truly safe and alcohol, drug, and nicotine-free school. Likewise, through participation in activities, students using harmful substances pose a threat to their own health and safety, as well as to that of other students. The purpose of this program is fourfold:

1. to provide for the health and safety of all students;
2. to undermine the effects of peer pressure by providing a legitimate reason for students to refuse to use alcohol, drug and/or nicotine;
3. to encourage students who use alcohol, drug and/or nicotine to participate in treatment programs; and
4. To prevent the impact alcohol, drugs and nicotine use have on the learning centers of the brain, allowing each student to achieve his/her full academic potential while he/she is involved in activities within the Wadsworth City School District.

This program is designed to create a safe, alcohol, drug, and nicotine-free, environment for students and assist them in getting help when needed. The program does not affect the current policies, practices, or rights of the District regarding student alcohol, drug, and/or nicotine possession or use, where reasonable suspicion is established by means other than testing through this policy.

Any student in grades seven (7) through twelve (12) and his/her parent/guardian/custodian(s) must first sign a testing registration/consent form in order to be eligible to participate in any one (1) or combination of the following:

1. Purchasing a parking pass, which allows a student to drive to/from school;
2. Athletics; and/or
3. Extra-curricular activities (that are not tied to an academic grade) other than athletics.

B. SUPPORTING DATA

Random testing of a public school interscholastic athlete is legal as determined by the United States Supreme Court in the case of Vernonia School District 47J (Oregon) v Wayne and Judy Acton, and Pottawatomie v. Earls.

C. DEFINITIONS

Adulterant/Adulteration - Any attempt to alter the outcome of the test by adding a substance to the sample, attempting to switch the sample, or otherwise interfere with the detection of illicit or banned substances in the urine, or purposefully over-hydrating oneself in an attempt to dilute the urine to decrease possible detection of illicit or banned substances.

Banned Substance - A substance defined by school policy as being banned from use by students.

Chain-of-Custody Form - A preprinted form provided by the testing laboratory that records all contact with the provided specimen. The form is initialed by the collector and donor then stays with the specimen until the results are certified by the testing scientist and forwarded to the MRO for final certification.

Designated Official(s) - The individual hired and/or identified by the district to oversee programs of the school or district. There may be one (1) Designated Official in each school building that participates in testing of students.

Illicit Substance - A drug classified by the Drug Enforcement Administration (DEA) as being available only by prescription from a physician or classified as being controlled and having no therapeutic use.

Medical Review Officer (MRO) - A licensed physician trained and certified in the process and interpretation of drug testing results.

Quantitative Levels - The measurement levels of specific chemicals in the urine reported usually in nanograms per milliliter (ng/ml).

SAMHSA - The Substance Abuse and Mental Health Services Administration, a governmental agency that certifies toxicology laboratories that perform alcohol, drug, and nicotine testing following strict guidelines and constant quality assurance programs.

Student Participant - A qualified student participating on a sanctioned activity as defined by OSHAA/or in a qualifying activity recognized by the Board of Education.

Testing Year - The testing year begins August 1 and continues for 365 days thereafter.

Vendor - The medical office or company selected by the Board of Education to carry out the procedure identified in this policy.

D. PROCEDURES FOR STUDENT PARTICIPANTS

1. Informed Consent for Testing

At the beginning of each season/year, student participants and their respective parent/guardian/custodian will complete and sign the testing registration/consent form. No student may participate until this form is properly executed and on file with the Designated Official.

2. Alcohol, Drug and Nicotine Testing Frequency

All eligible student participants will be tested at a minimum of one (1) time during current school year regardless of when they join the activity. This testing will be completed on a specified date and time.

Subsequent testing will be done on a random basis throughout the school year. All students wishing to participate may be subject to testing for illicit or banned substances as specified in Paragraph 6(c) below. Eligible students will be randomly tested, on up to a bi-weekly basis, anytime during the testing year. This program continues until the student graduates. Any student that has completed his/her activity, and does not intend on participating in any other activity for the remainder of his/her time at Wadsworth Middle or High School, may be removed from the program with a signed parent/guardian/custodian letter to the Designated Official. If no letter is submitted, and the parent/guardian/custodian submits the testing registration/consent form yearly, then the student will remain in the program for the remainder of his/her school year. If the student decides to rejoin an activity after submitting the letter of removal then he/she will be treated as an initial entrant into the Wadsworth City School Drug Testing policy/procedures. Any student who refuses to submit to testing or does not submit a completed testing registration/consent form will not be allowed to purchase a parking pass or participate in athletics or non-academic extracurricular activities in the Wadsworth City School District.

3. Sample Collection

Samples will be collected as outlined under Paragraph 4(d) below. Any eligible student selected randomly for testing who is not in school on the day of testing will be tested at the next available testing time. Students not able to provide an adequate urine specimen at the testing time will be offered the opportunity to consent to a saliva sample after it is determined by the Vendor and Designated Official that the student has adequately attempted to provide a urine sample. If the Student voluntarily consents to a saliva sample after it is determined by the Vendor and Designated Official that the student has adequately attempted to provide a urine sample, the saliva sample will be collected as outlined in Paragraph D(4). Otherwise, the Student will be unable to participate until the proper specimen is provided.

Arrangements may be made for special collections at a Vendor Collection site with prior approval of the Designated Official.

4. Procedures

Selected students will be escorted from class or practice to the collection site. The student will be required to have a picture identification or be identified by the Designated Official and complete necessary form(s). A specimen of urine, or in rare circumstances where consent is given, saliva, is collected following the process utilized by the vendor selected by the district. The details of this process will always be posted on the district website and will always be designed to require a level of privacy for each student (e.g. the collector of the specimen will always remain outside of the closed bathroom stall while the specimen is produced).

E. CONFIDENTIALITY OF RESULTS

All test results are considered confidential information and will be handled accordingly. Those persons having results reported to them as set forth by this policy must sign a Confidentiality Statement for the Random Testing Program.

F. VENDOR REQUIREMENTS

At a minimum, the Vendor must be able to provide the following services:

1. Random Selection of Student Participants

Once provided a list of eligible students, the Vendor must select the required number of students in a random and confidential manner. Up to bi-weekly, the Vendor will arrange with the Designated Official a day and time to do the collection of specimens. The schedule will not follow any recognizable pattern. The selected students' names will be given to the Designated Official, who will arrange for these students to report to the collection area.

2. Collection of Specimens

The Vendor will oversee the collection of specimens as outlined in paragraph 4 (d). Chain-of-Custody forms will be provided by the Vendor that meet the criteria of this policy and that of the testing laboratory.

3. Testing of Specimens

The Vendor will have all specimens tested for the specified illicit or banned substances by a qualified laboratory certified by the Substance Abuse and Mental Health Services Administration (SAMHSA) following the guidelines of the Department of Health and Human Service (HHS).

The testing laboratory must be able to test for the following drug classes, substances, or their metabolites in collected urine specimens. The Designated Official may request testing of substances, including, but not limited to, the following list:

Alcohol	Amphetamines	Anabolic Steroids
Barbiturates	Benzodiazepines	Cocaine Metabolites
LSD	Marijuana Metabolites	Methadone
MDMA (Ecstasy)	Nicotine	Opiates (painkillers, heroin)
Phencyclidine	Propoxyphene	K2 / Spice
Other synthetic drugs (Bath Salts)		Synthetic Cannabinoids

4. Medical Review Officer (MRO) Services

The Vendor will provide MRO services by a licensed physician who is certified by the Medical Review Office Certification Council (MROCC) or the American Association of Medical Review Officers as having proven by examination to have had the appropriate medical training to interpret and evaluate test results and thus qualified for certification as a Medical Review Officer. Additionally, the MRO must demonstrate a willingness to abide by this policy, as to the evaluation of positive tests and reporting findings to the Designated Official in a timely and confidential manner. Test results will be maintained by the Designated Official for a period of seven (7) years from the date of the test. These records will not be maintained as part of a student's record.

5. Reporting of Random Test Results by Vendor

The MRO will certify all screens as negative or positive and report, by telephone, positive findings in a confidential manner to the parent/guardian/custodian first. The MRO will also notify the Designated Official, once the positive result is confirmed, by phone and in writing, that a test returned positive.

6. Statistical Reporting and Confidentiality of Test Results

The Vendor, testing laboratory, or MRO may not release any statistics on the rate of positive tests to any person, organization, news publication, or media without expressed written consent of the Wadsworth City School District Board of Education.

However, the Vendor will provide the Designated Official with an annual report showing the number of tests performed, rate of positive and negative tests, and what substances were found in the positive urine specimens. This report will not contain any student names, though the positive results would have been disclosed prior, as outlined in this policy.

G. PROCEDURES IN THE EVENT OF A POSITIVE RESULT

1. Whenever a student's test result indicates the presence of alcohol, drugs and/or nicotine or adulteration, as determined by the MRO, the following will occur (note: with a positive test result for nicotine, if a student is eighteen (18) years old or older the positive result will be excluded as a student can legally purchase and use nicotine at age eighteen (18). Outside of this policy, the Wadsworth City School District Code of Conduct and other policies apply if tobacco/nicotine products are found or used on campus or at a school-related activity, regardless of a student's age.):
 - a. The parent/guardian/custodian is initially notified of the result by the MRO.
 - b. The Designated Official is notified once the positive result is confirmed and will notify the parent/guardian/custodian and student of implementation of this policy and of any positive results.
 - c. The student will be subjected to the appropriate action based on his/her circumstances.
 - d. If the parent/guardian/custodian or student wishes to contest the results, the Vendor will arrange for the split portion of the specimen to be submitted to another laboratory, approved by the Board of Education, for testing. This is done at the expense of the parent/guardian/custodian or student. Such a request must be made to the Designated Official, in writing, within five (5) calendar days from first notification of positive test results. If the contested test is reported as negative by the second laboratory, the first result will be nullified and the cost will be incurred by the District.
 - e. The MRO may use quantitative results to determine if positive results on repeat testing indicate recent use of illicit or banned substances or the natural decline of levels of the illicit or banned substance from the body. If the MRO feels the quantitative levels determined to be above the established cutoffs do not reflect current use but natural decay, then a negative result may be reported.

2. First Positive Result

A positive result from the MRO or ruling of adulteration will constitute a first positive. The student will have two (2) options:

Option A) **For Alcohol and Drugs:** The student will receive treatment based on his/her assessment from a certified alcohol, ~~and/or drug, and/or nicotine~~ treatment program. While the ultimate decision rests with the parent/guardian/custodian, a list of potential providers will be provided by the District. The parent/guardian/custodian must provide the date the assessment will take place and the program selected within five (5) calendar days of notification of the positive result. The student will be allowed to continue participating as long as the treatment plan is being followed and/or completed, as evidenced by submission of the required documentation to Designated Official.

3.

Option A) for Nicotine: The student will participate in the nicotine education program offered at Wadsworth High School.

Option B) For Athletics: The student refuses treatment and will be suspended from fifty percent (50%) of the season. The amount of suspension is based on the number of regular-season scheduled events. If a violation occurs at or near the end of a sport season or activity, or if the student is not "in-season" at the time of the violation, then the penalty will be appropriately adjusted and/or applied to the next "in-season" sport or activity in which he/she is a regular participant. Students (except freshmen), suspended under this rule, may not avoid the consequences of a denial of participation by trying out for a new sport or activity (i.e., one in which he/she is not a regular participant). In such cases, the suspension applies to the next sport or activity in which the student is a regular participant.

For extracurricular activities/parking: The student will be suspended from the activity/parking for a nine (9) week period beginning with the date of violation. Athletic/Extracurricular Activity/Parking consequence will run concurrently.

For either option, the student will also be required to submit up to three (3) follow up random drug tests at the expense of the parent/guardian/custodian. Failure to comply with this requirement will result in indefinite suspension from sports and activities.

4.

5. Second Positive Result

A second positive result from the MRO or ruling of adulteration will result in a second offense. Students in the second offense will have one (1) of the following consequences based upon the choice from first consequence:

IF student was in Option A above then he/she must continue or re-enter the treatment/intervention plan as designed by the assessment counselor and submit the required documentation to the Designated Official. S/He also forfeits fifty percent (50%) of the athletic season contests (season or tournament) based upon the number of regular-season scheduled events. If a violation occurs at or near the end of a sport season or activity, or if the student is not "in-season" at the time of the violation, then the penalty will be appropriately adjusted and/or applied to the next "in-season" sport or activity in which he/she is a regular participant. Students (except freshmen) suspended under this rule, may not avoid the consequences of a denial of participation by trying out for a new sport or activity (i.e., one in which he/she is not a regular participant). In such cases, the suspension applies to the next sport or activity in which the student is a regular participant.

For extracurricular activities/parking: The student will be suspended from the activity/parking for a nine (9) week period beginning with the date of violation. Athletic/Extracurricular Activity/Parking consequence will run concurrently.

IF the student chose Option B above then the student will receive treatment based on his/her assessment from a certified drug/alcohol treatment program. While the ultimate decision rests with the parent/guardian/custodian, a list of potential providers will be provided by the District. The parent/guardian must provide the date the assessment will take place and the program selected within five (5) calendar days of notification of the positive result. The student will also forfeit seventy-five percent (75%) of the contests/events/activities (season or tournament), based upon the number of regular-season scheduled events. If a violation occurs at or near the end of a sport season or activity, or if the student is not "in-season" at the time of the violation, then the penalty will be appropriately adjusted and/or applied to the next "in-season" sport or activity in which he/she is a regular participant. Students (except freshmen) suspended under this rule, may not avoid the consequences of a denial of participation by trying out for a new sport or activity (i.e., one in which he/she is not a regular participant). In such cases, the suspension applies to the next sport or activity in which the student is a regular participant.

For extracurricular activities/parking: The student will be suspended from the activity/parking for an eighteen (18) week period beginning with the date of violation. Athletic/Extracurricular Activity/Parking consequence will run concurrently.

IF the student chooses to not be in any intervention/treatment plan then he/she will no longer be allowed to purchase a parking pass or participate in athletics or extracurricular activities for the remainder of his/her WHS career.

The student will also be required to submit up to three (3) follow-up random drug tests at the expense of the parent/guardian/custodian. Failure to comply with this requirement will result in indefinite suspension from contests/events/activities.

6. Third Positive Result

A third positive result from a MRO or ruling of adulteration will result in the student being barred indefinitely from purchasing a parking pass or participating in athletics or extracurricular activities. The student will be able to earn eligibility back by having no positive test results for one (1) year from the date of the third offense. As part of the

process to earn eligibility back, the student will be subjected to random test(s) each month at the expense of the parent/guardian. If the student earns his/her eligibility back after one (1) year, and then has another positive test result, he/she will be barred indefinitely from purchasing a parking pass or participating in athletic or extracurricular activities and will be subject to the same one (1) year process, as described earlier in this paragraph, to regain eligibility.

7. Self-Referral

A student who refers himself/herself prior to receiving a positive result from the MRO will comply with the requirements in Paragraph 7 (b) Option A. Self-referrals may be used on a first offense only. Subsequent positives following a referral will continue to actions stated in Paragraphs 7 (c) and 7 (d). For the purpose of this policy, a student may only self-refer one (1) time while a student in the Wadsworth City School District.

8. Middle School to High School Transition

When a student transitions from the middle school to the high school, he/she will start at the first offense level (7b above) if he/she has a positive test result, regardless of the level he/she was on upon conclusion of his/her middle school years. But, consequences given to a student as a result of an offense in middle school, as described above, will carry into high school until they are completed. Once the consequences are completed, the student will start at the first offense level (7b above) if he/she has a positive test result.

H. NO ACADEMIC CONSEQUENCES

No student will be penalized academically for testing positive. The results of tests pursuant to this policy will not be documented in any student's academic records. Information regarding the results of tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, which the Wadsworth City School District Board of Education will not solicit. In the event of service of any such subpoena or legal process, the student and the student's parent/legal guardian/custodian will be notified before a response is made by the Wadsworth City School District Board of Education, to the extent permitted by such subpoena or legal process.

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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 the student's 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 determining whether a student is to be suspended or expelled, District Administrators shall use a preponderance of evidence standard. 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 ongoing 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". When making a determination whether or not a student will be expelled or permanently excluded under this policy, the Superintendent shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315 - Information Management (i.e. "Litigation Hold")) created and/or received as part of an investigation.

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~~7~~ 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 (1/4) 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 ~~the Superintendent's~~ **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. ~~t~~The academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.
- b. ~~t~~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. ~~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);

2. Violent Conduct

3.

4. 1. 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)

5.

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 the Superintendent's 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:

6. 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

7. 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.
8. 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.

~~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:~~

~~-~~

~~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:~~

~~-~~

~~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.~~

~~-~~

- ~~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)~~

~~-~~

- ~~c. 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~~

~~-~~

- ~~d. 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.~~

~~-~~

9. 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 ~~the Superintendent's~~ 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:

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.

- 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.

- D. "Permanent exclusion" shall mean the student is banned forever from attending a public school in the State of Ohio. (See Policy 5610.01- [Permanent Exclusion of Nondisabled Students](#))

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 [the student's his/her](#) parents/[guardians](#) 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.

Suspension or Expulsion of Students in Grades Pre-Kindergarten through [Three \(3\)](#)

~~Beginning with the 2019-2020 school year, e~~Except as permitted by law, suspension or expulsion proceedings shall not be initiated against a student in any of grades Pre-kindergarten through three unless the student has committed the following acts:

- A. The student brings 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, or possesses 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 [an](#) 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.
- B. The student commits an act at school, on other school property, ~~at~~ an interscholastic competition, [an](#) extra-curricular event, or any other school program or activity and the act: 1) would be a criminal offense if committed by an adult; and 2) 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).
- C. The 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.
- D. The student engages in behavior of such a nature that suspension or expulsion is necessary to protect the immediate health and safety of the student, the student's fellow classmates, the classroom staff and teachers, [and/or](#) other school employees.

Prior to suspending or expelling a student in any of grades Pre-K through [three \(3\)](#), the Principal shall, whenever possible, consult with a mental health professional under contract. If the events leading up to the student's suspension or expulsion from school indicate that the student is in need of additional mental health services, the student's Principal or the District's mental health professional shall assist the student's parent or guardian with locating providers or obtaining such services, including referral to an independent mental health professional, provided such assistance does not result in a financial burden to the District or the student's school.

If a student in any of grades Pre-K through [three \(3\)](#) is suspended or expelled, the student shall be afforded the same notice and hearing, procedural, and educational opportunities as set forth in Board policy and the law. The suspension or expulsion of a student in any of grades Pre-K through [three \(3\)](#) shall not limit the Board's responsibilities with respect to the provision of special education and related services to such student in accordance with Board policy and the law. Further, the Board shall not be limited in its authority to issue an in-school suspension to a student in any of grades Pre-K through [three \(3\)](#), provided that the in-school suspension is served in a supervised learning environment.

If the Superintendent or other designated District personnel determines that a student's behavior on a school vehicle violates school rules, [the Superintendent 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. Before a suspension from bus/vehicle riding privileges is imposed, the Superintendent or other designated District personnel will provide a student with notice of an intended suspension and an opportunity to appear before the Superintendent or other designated District personnel.

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 ~~the College Credit Plus Program~~ **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. The term "tobacco" includes any product that contains tobacco, is derived from tobacco, contains nicotine, or e-cigarettes and other electronic smoking devices (including but not limited to "JUULs").
- 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, hemp and hemp products, 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.
- 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.

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

Revised 2/24/11
Revised 3/9/15
Revised 4/10/17
Revised 11/19/18
Revised 2/11/19

Revised 5/13/19
Revised 10/14/19
Revised 9/14/20

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Legal

R.C. 2919.222, 3313.534, 3313.649, 3313.66, 3313.661, 3313.662, 3313.663

R.C. 3313.664, 3313.668, 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

Book	Policy Manual
Section	Ready for Production April 2023
Title	Vol. 41, No. 2 - January 2023 Revised PROCUREMENT - FEDERAL GRANTS/FUNDS
Code	po6325
Status	
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Revised Policy - Vol. 41, No. 2

6325 - PROCUREMENT - FEDERAL GRANTS/FUNDS

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

The Superintendent shall have and use a procurement and contract administration system in accordance with the USDOE requirements (2 C.F.R. 200.317-.326), including affirmative steps for small and minority businesses and women's business enterprises, for the administration and management of Federal grants and Federally-funded programs. The District shall maintain oversight that requires contractors to perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. Except as otherwise noted, procurement transactions shall conform to the provisions of the District's documented general purchasing Policy 6320 and AG 6320A.

~~All~~ When required by Federal program legislation, all Federally-funded contracts in excess of \$2,000 related to construction, alteration, repairs, painting, decorating, etc. must comply with Davis-Bacon prevailing wage requirements.

All District employees, officers, and agents who have purchasing authority shall abide by the standards of conduct covering conflicts of interest and governing the actions of its employees, officers, and agents engaged in the selection, award, and administration of contracts as established in Policy 1130, Policy 3113, and Policy 4113 - Conflict of Interest.

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

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

Competition

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

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

- A. unreasonable requirements on firms in order for them to qualify to do business
- B. unnecessary experience and excessive bonding requirements
- C. noncompetitive pricing practices between firms or between affiliated companies

- D. noncompetitive contracts to consultants that are on retainer contracts
- E. organizational conflicts of interest
- F. specification of only a "brand name" product instead of allowing for an "or equal" product to be offered and describing the performance or other relevant requirements of the procurement
- G. any arbitrary action in the procurement process

Further, the District does not use statutorily or administratively imposed State, local, or tribal geographical preferences in the evaluation of bids or proposals, unless 1) an applicable Federal statute expressly mandates or encourages a geographic preference; or 2) the District is contracting for architectural and engineering services, in which case geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

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

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

The District shall require that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to provide maximum open and free competition. The District shall not preclude potential bidders from qualifying during the solicitation period.

Solicitation Language (Purchasing Procedures)

The District shall have written procurement procedures that require that all solicitations made pursuant to this policy incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description shall not, in competitive procurements, contain features ~~which~~that unduly restrict competition. The description may include a statement of the qualitative nature of the material, product, or service to be procured and, when necessary, shall set forth those minimum essential characteristics and standards to which it shall conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible.

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

The Board will not approve any expenditure for an unauthorized purchase or contract.

Procurement Methods

The District shall have and use documented procedures, consistent with the standards described above, for the following methods of procurement:

A. Informal Procurement Methods

When the value of the procurement for property or services under a Federal award does not exceed the simplified acquisition threshold or a lower threshold established by the State, formal procurement methods are not required. The District may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the simplified acquisition threshold include:

1. Micro-purchasesPurchases

Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed \$ 10,000.00 **[not to exceed \$10,000]**. To the maximum extent practicable, the District should distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be made without soliciting competitive quotations if the Superintendent considers the price to be reasonable based on research, experience, purchase history, or other relevant information, and documents are filed accordingly. The District shall maintain

evidence of this reasonableness in the records of all purchases made by this method.

~~[] Unless otherwise defined by State or local law, Districts are responsible for determining and documenting an appropriate micro purchase threshold based on internal controls, an evaluation of the risk, and its documented procurement procedures. The micro purchase threshold used by the District shall be authorized or not prohibited under State, local, or tribal laws or regulations. A District which is qualified as a low risk auditee for the most recent audit (C.F.R. 200.520) may increase the micro purchase threshold up to \$50,000. An eligible District may self certify the increased micro purchase threshold on an annual basis after completing the annual internal institutional risk assessment to identify, mitigate, and manage financial risks. The self certification, in accordance with C.F.R. 200.334, must include a justification, clear identification of the threshold, and supporting documentation of the qualifications listed above. [DRAFTING NOTE: The Federal regulation allows for a \$50,000 threshold. While this authority is allowed for an entity qualified as a low risk auditee, Neola does not suggest its use due to the complexity and subjectivity of the mechanism.] [END OF OPTION]~~

2. Small Purchases

Small purchases include the acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold of \$ 250,000.00 **[not to exceed \$250,000]**. Small purchase procedures require that price or rate quotations shall be obtained from **more than (X) one (1)** ~~[OR] () an adequate number of [END OF OPTION]~~ qualified sources. **[Drafting Note: Unless the pass-through entity or State law defines the number of quotes required, the District may define in policy how many quotations are adequate. The number must be greater than one (1).]**

Districts are responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk, and its documented procurement procedures which must not exceed the threshold established in the Federal Acquisition Regulations (FAR). When applicable, a lower simplified acquisition threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations.

B. Formal Procurement Methods

When the value of the procurement for property or services under a Federal award exceeds the simplified acquisition threshold or a lower threshold established by the State, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement method can be used in accordance with the standards on competition in 200.319 or non-competitive procurement. The formal methods of procurement are:

1. Sealed Bids

Sealed, competitive bids shall be obtained when the purchase of, and contract for, single items of supplies, materials, or equipment which amounts to more than \$ 250,000.00 **[the lesser of the established Small Purchase threshold or \$250,000]** and when the Board determines to build, repair, enlarge, improve, or demolish a school building/facility, the cost of which will exceed \$50,000.

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

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

When sealed bids are used, the following requirements apply:

- Bids shall be solicited in accordance with the provisions of State law and Policy 6320. Bids shall be solicited from ~~() () [OR] () an adequate number of [END OF OPTION]~~ qualified suppliers, providing sufficient response time prior to the date set for the opening of bids. The invitation to bid shall be publicly advertised. The invitation for bids will include product/contract specifications and pertinent attachments and shall define the items and/or services required in order for the bidder to properly respond.
- All bids will be opened at the time and place prescribed in the invitation for bids; bids will be opened publicly.
- A firm fixed-price contract award will be made in writing to the lowest responsible bidder. Where specified in bidding documents, factors such as discounts, transportation costs, and life cycle costs shall be considered in

determining which bid is lowest. Payment discounts may only be used to determine the low bid when prior experience indicates that such discounts are usually taken.

- d. The Board reserves the right to reject any or all bids for sound documented reason(s).

2. Proposals

Procurement by proposals is a method in which either a fixed-price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids or in the case of a recognized exception to the sealed bid method. **[Drafting Note: Federal law does not require a competitive proposal unless the procurement is for over \$250,000. The State/District may set a lower threshold for sealed bids and competitive proposals. Ohio law requires sealed bids when the Board seeks to build, repair, enlarge, improve, or demolish a school building/facility if the cost will exceed \$50,000 (see Policy 6320).]**

If this method is used, the following requirements apply:

- a. Requests for proposals shall be publicized and identify all evaluation factors and their relative importance. Any response to the publicized requests for proposals shall be considered to the maximum extent practical.
- b. Proposals shall be solicited from ~~()~~ ~~—~~ ~~()~~ **[OR]** ~~()~~ an adequate number of ~~[END OF OPTION]~~ sources.
- c. The District shall use its written method for conducting technical evaluations of the proposals received and for selecting recipients.
- d. Contracts shall be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.

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

3. Noncompetitive Procurement

Procurement by noncompetitive proposals allows for solicitation of a proposal from only one (1) source and may be used only when one (1) or more of the following circumstances apply:

- a. micro-purchases
- b. the item is available only from a single source
- c. the public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation
- d. the Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District
- e. after solicitation of a number of sources, competition is determined to be inadequate

4. (X) Noncompetitive Purchases Through Educational Service Centers (ESCs)

Under State law, the Board may enter into a contract with an educational service center (ESC) that authorizes the ESC to make purchases for supplies, materials, equipment, and services or the delivery of services on the District's behalf. These contracts promote operational efficiency and cost savings, and further enhance the educational experience for our students. Purchases made through such contracts are exempt from competitive bidding. **[DRAFTING NOTE: This provision applies to 3313.843, 3313.844, and 3313.845 contracts. A District with student enrollment of less than 16k must enter into a contract with an ESC in accordance with 3313.843.]**

The District may apply for approval from ODE to use a noncompetitive purchasing method to procure personnel-based services from an ESC only when the following criteria are met:

- a. the ESC posts a list of all services it provides, including costs of these services, on its website;
- b. the ESC has been designated as "high performing" by the Ohio Department of Education; and
- c. ODE as the pass-through state entity has determined that the ESC was substantially in compliance with all audit rules and guidelines during the most recent audit conducted by the Auditor of State.

The Treasurer/CFO will submit an application and any required documentation to ODE on the designated form requesting approval for use of a noncompetitive purchasing method for personnel services. Purchases will not be made until the application is approved. Notice of approval will be maintained by the Treasurer/CFO.

Domestic Preference for Procurement

As appropriate and to the extent consistent with law, the District shall, to the extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. Such requirements shall be included in all subawards including all contracts and purchase orders for work or products under the Federal award.

Contract/Price Analysis

The District shall perform a cost or price analysis in connection with every procurement action in excess of \$250,000, including contract modifications. A cost analysis generally means evaluating the separate cost elements that make up the total price, while a price analysis means evaluating the total price, without looking at the individual cost elements.

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

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

Time and Materials Contracts

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

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

Suspension and Debarment

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

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

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

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

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

Bid Protest

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

A bidder who wishes to file a bid protest shall file such notice and follow procedures prescribed by the Request For Proposals (RFPs) or the individual bid specifications package⁷ for resolution. Bid protests shall be filed in writing with the Superintendent within seventy-two (72) hours of the opening of the bids in protest.

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

Failure to file a notice of intent to protest⁷ or failure to file a formal written protest within the time prescribed⁷ shall constitute a waiver of proceedings.

Maintenance of Procurement Records

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

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Legal 2 C.F.R. 200.317 - .326, Appendix II to Part 200
 2 C.F.R. 200.520
 R.C. 3313.843 - 3313.846

Book	Policy Manual
Section	Vol. 41, No. 2 - Tobacco - January 2023
Title	Vol. 41, No. 2 - Tobacco - January 2023 Revised TOBACCO USE PREVENTION
Code	po7434
Status	
Adopted	November 19, 2007
Last Revised	October 10, 2022

Revised Policy - Vol. 41, No. 2

7434 - ~~USE OF TOBACCO ON SCHOOL PREMISES~~TOBACCO USE PREVENTION

The Board of Education is committed to providing students, staff, and visitors with a tobacco, nicotine, vapor/aerosol, and smoke-free environment. The negative health effects of tobacco use for both users and nonusers, including the effects of secondhand smoke and vapor/aerosol exposure, particularly in connection with second hand smoke, are well established. Further, providing a non-smoking and tobacco-free environment is consistent with the responsibilities of teachers and staff to be positive role models for our students.

For purposes of this policy, "use of tobacco" means to chew or maintain any substance containing tobacco, including smokeless tobacco, in the mouth to derive the effects of tobacco, as well as all uses of tobacco, including cigars, cigarettes, pipe tobacco, chewing tobacco, snuff, any other matter or substances that contain tobacco or nicotine (including synthetic nicotine), in addition to papers used to roll cigarettes and/or the smoking of electronic, "vapor," or other substitute forms of cigarettes, clove cigarettes, and any other ~~lighted~~ smoking devices for burning tobacco or any other substance.

~~The term "tobacco" includes any product containing, made of, or derived from tobacco or nicotine (including synthetic nicotine) that is intended for human consumption or is likely to be consumed, whether inhaled, absorbed, or ingested by any other means, including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or snus; any electronic smoking device and any substances that may be aerosolized or vaporized by such device, whether or not the substance contains nicotine; an e-cigarette (including, but not limited to, "JUUL", "NJOY", "BREEZE," "Puff Bar," etc.), e-cigar, e-pipe, vape pen, or e-hookah; any product that contains tobacco, is derived from tobacco, contains nicotine, or e-cigarettes and other electronic smoking devices, regardless of nicotine content (including but not limited to "JUULs", "NJOY", "Puff Bar", etc.);~~ but does not include any cessation product approved by the United States Food and Drug Administration for use as a medical treatment to reduce or eliminate nicotine or tobacco dependence.

~~In order to protect students and staff who choose not to use tobacco from an environment noxious to them, and because the Board does not condone smoking and/or the use of tobacco, the~~ The Board prohibits the use of tobacco, nicotine, or tobacco substitute products at all times

~~(-) (twenty four hours a day, seven (7) days a week)~~ **[END OF OPTION]**

within any enclosed facility owned, ~~or~~ leased, or contracted for by the Board, and in the areas directly or indirectly under the control of the Board immediately adjacent to locations of ingress or egress to such facilities. This prohibition extends to any Board-owned and/or operated vehicles used to transport students and to all other Board-owned and/or operated vehicles. Such prohibition also applies to:

- ~~(-) school grounds,~~
-
- ~~(-) athletic facilities, and~~
-
- ~~(-) any school related event,~~
-
- ~~(-) on or off Board premises.~~
-
- ~~(-) except at designated times.~~

(X) and in designated areas as defined in statute and by Ohio's Smoke-Free Workplace Program.

[END OF OPTIONS]

The Superintendent shall require the posting of signs as required by R.C. 3794.06 and as specified by the Ohio Department of Health.

~~[] Advertising/Promotion~~

~~-~~

~~In accordance with Policy 9700.01, tobacco advertising is prohibited on school grounds, in all school-sponsored publications, and at all school-sponsored events.~~**[END OF OPTION]**

~~-~~

~~**[] Tobacco promotional items that promote the use of tobacco products, including clothing, bags, lighters, and other personal articles, are not permitted on school grounds, in school vehicles, or at school-sponsored events.**~~**[END OF OPTION]**

~~-~~

~~[] Notice and Postings~~

~~-~~

~~Signage and other notices and postings shall be as required by R.C. 3794.06 and as provided by the Ohio Department of Health.~~**[END OF OPTION]**

[X] Enforcement

Violations of this policy may result in removal from school property or the school activity in accordance with Policy 9150 – School Visitors.**[END OF OPTION]**

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A.C. 3701-52

R.C. 2923.12, 3313.20, 3313.47, 3313.751, 3794 et seq.

20 U.S.C. 6081 et seq., 20 U.S.C. 7182

U.S.D.O.E. Memorandum, 1995

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Revised Policy - Vol. 41, No. 2

7540 - TECHNOLOGY

The Board of Education is committed to the effective use of technology to both enhance the quality of student learning and the efficiency of District operations.

[X] Students' use of the District's **District Information & Technology Resources** (see definitions in Bylaw 0100) is a privilege, not a right. Students and their parents/guardians must sign and submit a *Student Technology Acceptable Use and Safety* form ~~(→)~~ annually **[END OF OPTION]**. (See also, Policy 7540.03)

The Superintendent shall develop **(X)**, recommend for approval by the Board, **[END OF OPTION]** and implement a written District Technology Plan (DTP). One (1) of the primary purposes of the DTP is to evaluate new and emerging technologies and how they will play a role in student achievement and success and/or efficient, **effective, and secure** ~~and effective~~ District operations. ~~(→) The Board will financially support, as the budget permits, the DTP, including recommendations to provide new and developing technology for students and staff~~ **[END OF OPTION]**.

~~**[]** The Superintendent shall create a Technology Governance Committee (see AG 7540B) to oversee and guide the development of the DTP. The Superintendent shall appoint individuals to the Technology Governance Committee which includes representatives of all educational, administrative, and business/operational areas in the District~~ **[END OF OPTION]**.

The DTP shall set forth procedures for the proper acquisition of technology. The DTP shall also provide guidance to staff and students about making safe, **secure**, appropriate, and ethical use of District **Information & Technology Resources**, as well as inform both staff and students about disciplinary actions that will be taken if its **Information & Technology Resources** are abused in any way or used in an inappropriate, illegal, or unethical manner. See Policy 7540.03 ~~and AG 7540.03~~ *Student Technology Acceptable Use and Safety*, and Policy 7540.04 ~~and AG 7540.04~~ *Staff Technology Acceptable Use and Safety*.

The Superintendent ~~(→)~~, in conjunction with the _____, **[END OF OPTION]** shall review the DTP and **(X)** report ~~(→)~~ recommend the approval of **[END OF OPTION]** any changes, amendments, or revisions to the Board ~~(→) annually~~ **[END OF OPTION]**.

This policy, along with the Student and Staff Technology Acceptable Use and Safety policies and the Student Code of Conduct, further govern students' and staff members' use of their personal communication devices (see Policy 5136 and Policy 7530.02). Users have no right or expectation of privacy when using District **Information & Technology Resources** ~~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 **District Information & Technology Resources**) ~~the District's computer network and/or Internet connection~~.

Further safeguards shall be established so that the Board's **expenditure of public funds to acquire, operate, and maintain District Information & Technology Resources achieves the desired benefits** ~~investment in both hardware and software achieves the benefits of technology~~ and inhibits negative side effects. Accordingly, students shall be educated about appropriate online behavior including, but not limited to, using social media, which is defined in Bylaw 0100, to interact with others online; **communicating with other individuals in chat rooms or using other messenger apps, or through blogs, audios (e.g., podcasts), and videos** ~~interacting with other individuals in chat rooms or on blogs~~; and recognizing what constitutes cyberbullying, understanding cyberbullying is a violation of Board policy, and learning appropriate responses if they experience cyberbullying.

[CHOOSE ONE (1) OF THE THREE (3) OPTIONS, IF DESIRED]

-

[] [OPTION #1]

~~Staff use of District approved social media platforms/sites shall be consistent with Policy 7544.~~

~~Students must comply with Policy 5136, Policy 5722, Policy 7540.03, and Policy 7544 when using District Information & Technology Resources to access and/or use District approved social media.~~

~~Similarly, staff must comply with Policy 7544, Policy 7540.04, and Policy 7530.02 when using District Information & Technology Resources to access and/or use District approved social media platforms/sites.~~

[END OF OPTION #1]

~~[OR]~~

[] OPTION #2] [DRAFTING NOTE: Choose this option if the District intends to prohibit staff and students from accessing social media using District Information & Technology Resources technology resources.]

~~The Board prohibits students and staff members from using District Information & Technology Resources to access and/or use social media.~~

[END OF OPTION #2]

~~[OR]~~

[] [OPTION #3]

~~The Board prohibits students from using District Information & Technology Resources to access and/or use social media for other than instructional purposes.~~

~~Staff may use District approved social media platforms/sites in accordance with Policy 7544 () and, pursuant to Policy 7540.02, may use web content, apps, and services for one way communication with the District's constituents [END OF OPTION]. Authorized staff may use District Information & Technology Resources to access and use District approved social media platforms/sites to increase awareness of District programs and activities, as well as to promote achievements of staff and students, provided the Superintendent approves, in advance, such access and use. Use of District approved social media platforms/sites for business related purposes is subject to Ohio's public records laws and, as set forth in Policy 7544, staff members are responsible for archiving their social media and complying with the District's record retention schedule. See Policy 8310 – Public Records and AG 8310A – Public Records.~~

[DRAFTING NOTE: Retain the following this provision if the District has chosen an option in Policy 7544 permitting staff to access social media from District Information & Technology Resources or from personally-owned personal communication devices technology resources or from personal technology resources.]

~~Staff must comply with Policy 7544, Policy 7540.04, and Policy 7530.02 when using District Information & Technology Resources () or personally-owned personal communication devices WCDs [END OF OPTION] to access and/or use social media for personal purposes.~~

[END OF OPTION #3]

~~[END OF OPTIONS]~~

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7540.01 - TECHNOLOGY PRIVACY

The Board of Education recognizes its staff members' right to privacy in their personal lives. This policy serves to inform staff members of the Board's position with respect to staff member privacy in the educational and workplace setting and to protect the Board's interests.

All District ~~Technology Resources (as defined in Bylaw 0100) are~~ Information & Technology Resources (as defined in Bylaw 0100) are considered the Board's property (whether physical objects or digital assets, including those accessible online) and the Board's property and are intended to be used for business purposes. The Board retains the right to access and review all Information & Technology Resources (as defined in Bylaw 0100) including, but not limited to, electronic and voice mail, computer files, databases, and any other electronic transmissions contained in or used in conjunction with the Board's computer system/network, telephone system, electronic mail system, and voice mail system. Staff members shall be notified that they have no expectation that any personal information/data maintained, stored, or transmitted on or through such systems is confidential or private, regardless of whether the Board owns said systems or acquires them as a service.

Review of such information may be done by the Board with or without the staff member's knowledge. The use of passwords and/or other means of securing such information (e.g., use of multifactor authentication (MFA) tools or techniques) does not guarantee confidentiality and the Board retains the right to access information in spite of the information being protected by a password and/or other means of verifying the user's identity (e.g., MFA or biometric data) does not guarantee confidentiality and the Board retains the right to access information in spite of a password. ~~(-) All passwords or security codes must be registered with the Board. [END OF OPTION] A staff member's refusal to permit or otherwise facilitate such access may be grounds for discipline, up to and including discharge.~~

District Information & Technology Resources are to be used **(X)** only ~~(-) primarily [END OF OPTION]~~ for business and educational purposes.

[CHOOSE OPTION #1 OR OPTION #2]

[X] [OPTION #1]

No personal messages should be exchanged via District Information & Technology Resources because District Information & Technology Board-owned technology. ~~Because District Technology Resources are to be used solely for business and educational purposes, Staff members are prohibited from sending offensive, discriminatory, or harassing messages/emails, images, audios, or videos computer, electronic, or voice mail messages. Staff members are encouraged to keep their personal records and personal business separate and distinct from District Information & Technology Resources at home.~~

[END OF OPTION #1]

{ } [OPTION #2]

~~Personal messages/emails, images, audios, and videos sent via District Information & Technology Resources via Board-owned technology should be limited in accordance with the Superintendent's guidelines. Staff members are encouraged to keep their personal records and personal business separate and distinct from District Information & Technology~~

~~Resources at home. Because District Information & Technology Resources are to be used primarily for business and educational purposes, staff members are prohibited from sending offensive, discriminatory, or harassing messages/emails, images, audios, or videos computer, electronic, or voice mail messages.~~

~~{END OF OPTION #2}~~

~~-~~

~~{END OF OPTIONS}~~

District **Information & Technology Resources** must be used properly. Review of **District Technology & Information Resources** ~~computer files, electronic mail, and voice mail~~ will only be done in the ordinary course of business and will be motivated by a legitimate business reason. If a staff member's personal information is discovered, the contents of such discovery will not be reviewed by the Board, except to the extent necessary to determine if the **files/messages/emails/voice-mails** ~~file/e-mail/voice-mail~~ constitute a public record or if the Board's interests have been compromised. Any **personal information/data** ~~information~~ discovered will be limited to those who have a specific need to know that information.

The administrators and supervisory staff members authorized by the Superintendent **shall** have the authority to search and access **electronic/digital information/data maintained, stored, and/or transmitted on or through District Information & Technology Resources** ~~information electronically.~~

All District ~~Technology~~ **Information & Technology Resources** are considered the property of and/or under the jurisdiction ~~Resources~~ ~~and District Information Resources are the property~~ of the Board. Staff members shall not copy, delete, or remove any information/data contained on District **Information & Technology Resources** without the express permission of the Superintendent or communicate any such information to unauthorized individuals. In addition, staff members may not **download, copy, or install** ~~copy~~ software onto any District **Information & Technology Resources** and may not bring **or access** software from outside sources for use on District **Information & Technology Resources** without the prior approval of the Director of Technology. Such pre-approval shall include a review of any **security, privacy**, copyright infringements, or virus problems associated with such outside software.

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7540.02 - WEB ACCESSIBILITY, CONTENT, APPS, AND SERVICES

A. Creating Content for Web Pages/Sites, Apps, and Services

The Board of Education authorizes staff members **(X)** and students **[END OF OPTION]** to create content, apps, and services (see Bylaw 0100 - Definitions) that ~~are will be~~ hosted by the Board on its servers or District-affiliated servers **(i.e., servers the Board pays to use or otherwise sanctions the use of)** and/or published on the Internet.

The content, apps, and services must comply with State and Federal law (e.g., copyright laws, Children's Internet Protection Act (CIPA), Section 504 of the Rehabilitation Act of 1973 (Section 504), Americans with Disabilities Act (ADA), and Children's Online Privacy Protection Act (COPPA)) and reflect the professional image/brand of the District, its employees, and students. Content, apps, and services must be consistent with the Board's Mission Statement, and staff-created content, apps, and services are subject to prior review and approval of the Superintendent before being published on the Internet and/or used with students.

[NOTE: CHOOSE ONE, BOTH, OR NONE OF THE FOLLOWING OPTIONS.]

[X] Student-created content, apps, and services are subject to Policy 5722 - School-Sponsored ~~Student~~ Publications and Productions.

~~**[]** The creation of content, apps, and services by students must be done under the supervision of a professional staff member.~~

[END OF OPTIONS]

B. Purpose of Content of District Web Pages/Sites, Apps, and Services

The purpose of content, apps, and services ~~covered by this policy~~ hosted by the Board on its servers or District-affiliated servers is to educate, inform, and communicate. The following criteria shall be used to guide the development of such content, apps, and services:

1. Educate

Content should be suitable for and usable by students and teachers to support the curriculum and the Board's Objectives as listed in the Board's Strategic Plan.

2. Inform

Content may inform the community about the school, teachers, students, or departments, including information about curriculum, events, class projects, student activities, and departmental policies.

3. Communicate

Content may communicate information about the plans, policies, and operations of the District to members of the public and other persons who may be **interested in and/or** affected by District matters.

The information contained on the Board's website(s) should reflect and support the Board's Mission Statement, Educational Philosophy, and ~~the~~ School Improvement Process.

When the content includes a photograph or personally identifiable information relating to a student, the Board will abide by the provisions of Policy 8330 - Student Records.

Under no circumstances are District-created content, apps, and services to be used for commercial purposes, advertising, political lobbying, or to provide financial gains for any individual. Included in this prohibition is the fact no content contained on the District's website may: (1) include statements or other items that support or oppose a candidate for public office; the investigation, prosecution, or recall of a public official; or passage of a tax levy or bond issue; (2) link to a website of another organization if the other website includes such a message; or (3) communicate information that supports or opposes any labor organization or any action by, on behalf of, or against any labor organization.

[X] Under no circumstances is staff member-created content, apps, and services, including personal web pages/websites, to be used to post student progress reports, grades, class assignments, or any other similar class-related material. Employees are required to use the Board-specified website, app, or service (e.g., ~~_____~~ **[Progressbook/PowerSchool/Infinite Campus]**) for the purpose of conveying information to students and/or parents/guardians. **[END OF OPTION]**

~~**[-]** Staff members are prohibited from requiring students to go to the staff member's personal web pages/websites (including, but not limited to, their Facebook, Instagram, or Pinterest pages, or YouTube Channel(s), or TikTok sites) to check grades, obtain class assignments and/or class related materials, and/or to turn in assignments. **[END OF OPTION]**~~

~~**[-]** If a staff member creates content, apps, and/or services related to the staff member's his/her class, it must be hosted on the Board's server or a District-affiliated server. **[END OF OPTION]**~~

~~**[-]** Unless the content, apps, and services contain student personally identifiable information, Board-sponsored websites, apps, and services that are created by students and/or staff members that are posted/published on the Internet should not be password protected or otherwise contain restricted access features, whereby only employees, student(s), or other limited groups of people can access the site. Community members, parents, employees, staff, students, and other website users will generally be given full access to the Board's website(s), apps, and services. **[END OF OPTION]**~~

Web content, apps, and services should reflect an understanding that both internal and external audiences will be viewing the information.

The District's website(s) and web pages, apps, and services must be hosted on Board-owned or District-affiliated servers. ~~School web pages/sites, apps, and services must be located on Board-owned or District-affiliated servers.~~

~~The Superintendent shall prepare administrative guidelines defining the rules and standards applicable to the use of the Board's website and the creation of content, apps, and services by staff (-) and students **[END OF OPTION]**.~~

The Board retains all proprietary rights related to the design of **and content for its website(s)** content, apps, and services ~~that are hosted on Board-owned or District-affiliated servers~~, absent written agreement to the contrary.

In order for a student's school work (i.e., work that is created in a class, at school, or as part of a school-sponsored extracurricular activity) to be displayed on the Board's website, the student (who is eighteen (18) years of age or older) or the student's parent/guardian (if the student is seventeen (17) years of age or younger) must provide written permission and expressly license its display without cost to the Board. ~~Students who want their class work to be displayed on the Board's web site must have written parent permission and expressly license its display without cost to the Board.~~

Likewise, prior written permission from a student (who is eighteen (18) years of age or older) or the student's parent/guardian (if the student is seventeen (17) years of age or younger) is necessary for a student to be identified by name on the Board's website. ~~Prior written parental permission is necessary for a student to be identified by name on the Board's web site.~~

C. Website Accessibility

The District is committed to providing persons with disabilities an opportunity equal to that of persons without disabilities to participate in the District's programs, benefits, and services, including those delivered through electronic and information technology, except where doing so would impose an undue burden or create a fundamental alteration. The District is further committed to ensuring persons with disabilities are able to acquire the same information, engage in the same interactions, and enjoy the same benefits and services within the same timeframe as persons without a disability, with substantially

equivalent ease of use; that they are not excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in any District programs, services, and activities delivered online, as required by Section 504 and Title II of the ADA and their implementing regulations; and that they receive effective communication of the District's programs, services, and activities delivered online.

~~The District adopts this policy to fulfill this commitment and affirm its~~ This policy reflects the Board's commitment and intention to comply with the requirements of Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794, 34 C.F.R. Part 104, Title II of the Americans With Disabilities Act of 1990, 42 U.S.C. 12131, and 28 C.F.R. Part 35 in all respects.

1. Technical Standards

The District will adhere to the technical standards of compliance identified at www.wadsworthschools.org ~~[Insert link to the District's website].~~ The District measures the accessibility of online content and functionality according to the World Wide Web Consortium's (W3C's) Web Content Accessibility Guidelines (WCAG) 2.0 Level AA and the Web Accessibility Initiative - Accessible Rich Internet Applications Suite (WAI-ARIA 1.1) for web content ~~() [insert another acceptable standard selected by the District - e.g., the Section 508 Information and Communication Technology Accessibility Standards published by the U.S. Access Board, which serves as the standards the Federal government uses for its own web sites] [END OF OPTION].~~

~~[DRAFTING NOTE: While OCR currently (as of December 2022) recommends WCAG 2.0 Level AA, WCAG 2.1 is gradually becoming the standard courts cite as the ADA accessibility standard that public entities should use for websites, mobile applications, and digital content compliance. Further, W3C published a working draft of WCAG 2.2 in August 2020 and a Candidate Recommendation draft of WCAG 2.2 in September 2022; a final version of WCAG 2.2 is expected to be released in early 2023. The W3C states that WCAG 2.0 and 2.1 remain its recommendation, but version 2.2 should be used to maximize future applicability of accessibility efforts. The W3C also encourages the use of the most current version of WCAG when developing or updating Web accessibility policies.] [DRAFTING NOTE: While OCR currently (as of August 2022) recommends WCAG 2.0 Level AA, WCAG 2.1 is gradually becoming the standard courts cite as the ADA accessibility standard that public entities should use for websites, mobile applications, and digital content compliance. Further, W3C published a working draft of WCAG 2.2 in August 2020, and a final version of WCAG 2.2 is expected to be released in 2022. The W3C states that WCAG 2.0 and 2.1 remain its recommendation, but version 2.2 should be used to maximize future applicability of accessibility efforts. OCR recommends WCAG 2.0 Level AA.]~~

2. Web Accessibility Coordinator

The Board designates its ~~() Section 504/ADA Compliance Coordinator(s)~~ ☒ Technology Director ~~()~~ ~~[END OF OPTIONS]~~ as the District's Web Accessibility Coordinator(s). ~~()~~ That individual ~~()~~ Those individuals ~~()~~ is ~~()~~ are ~~[END OF OPTIONS]~~ responsible for coordinating and implementing this policy. web accessibility coordinator(s). That individual(s) is responsible for coordinating and implementing this policy.

~~[] The Board commits to providing the Web Accessibility Coordinator with sufficient resources and authority to coordinate and implement this policy and any corresponding guideline(s), subject to oversight by the Superintendent and the Board.~~

~~[SELECT OPTION #1 OR OPTION #2]~~

~~[] [OPTION #1]~~

~~See Board Policy 2260.01 for the Section 504/ADA Compliance Coordinator's(s') contact information.~~

~~[END OF OPTION #1]~~

☒ [OPTION #2]

The District's Web Accessibility Coordinator(s) web accessibility coordinator(s) can be reached at Director of Technology 625 Broad Street Wadsworth, Ohio 44281. 330-335-1400. ~~[Insert name or title, address, e-mail, phone].~~

[END OF OPTION #2]

3. Third Party Content

Links included on the Board's website(s), **apps, and services** ~~services, and apps~~ that pertain to its programs, benefits,

and/or services must also meet the above criteria and comply with State and Federal law (e.g. copyright laws, CIPA, Section 504, ADA, and COPPA). While the District strives to provide access through its website to online content provided or developed by third parties (including vendors, video-sharing websites, and other sources of online/digital content) that is in an accessible format, it is not always feasible. The District's administrators and staff, however, are aware of this requirement with respect to the selection of online content provided to students. The District's **Web Accessibility Coordinator(s) or web accessibility coordinator or his/her designee(s)** will vet online content available on its website, apps, and services that are that is related to the District's programs, benefits, and/or services for compliance with this criteria for all new content **published on the District's website, apps, and services after adoption of this policy.**~~placed on the District's website after adoption of this policy.~~

Nothing in the preceding paragraph, however, shall prevent the District from including links on the Board's website(s), apps, and services to:

- a. recognized news/media outlets (e.g., local newspapers' websites, local television stations' websites); or
- b. websites, services, and/or apps that are developed and hosted by outside vendors or organizations that are not part of the District's program, benefits, or services.

The Board recognizes that such third party **websites may contain advertisements that are not age-appropriate**~~or websites may not contain age appropriate advertisements that are~~ consistent with the requirements of Policy 9700.01, AG 9700B, and State and Federal law.

4. Regular Audits

The District will, under the direction of the **Web Accessibility Coordinator(s) or designee(s)**~~web accessibility coordinator(s) or his/her/their designees,~~ at regular intervals, audit the District's online content and measure this content against the technical standards adopted above.

~~[] This audit will occur () at least annually () no less than once every two (2) years [END OF OPTION].~~

If problems are identified through the audit, such problems will be documented, evaluated, and if necessary, remediated within a reasonable period of time.

5. Reporting Concerns or Possible Violations

If a person accessing the District's website(s), apps, or services (e.g., a student, prospective student, employee, guest, or visitor) ("user") believes that the District has violated the technical standards identified above in its online content, the user may contact a/the Web Accessibility Coordinator with any accessibility concerns. The user may also file a formal complaint utilizing the procedures set out in Board Policy 2260.01 relating to Section 504 and Title II.~~If any student, prospective student, employee, guest, or visitor believes that the District has violated the technical standards in its online content, s/he may contact the web accessibility coordinator with any accessibility concerns. S/He may also file a formal complaint utilizing the procedures set out in Board Policy 2260 and Policy 2260.01 relating to Section 504 and Title II.~~

D. Instructional Use of Apps and Services

The Board authorizes the use of apps and services to supplement and enhance learning opportunities for students either in the classroom or for extended learning outside the classroom.

~~[SELECT OPTION #1 or #2]~~

~~[] [OPTION #1]~~

~~The Board requires the () Superintendent () _____ [END OF OPTION] pre approve each app and/or service that a teacher intends to use to supplement and enhance student learning. To be approved, the app and/or service must have a FERPA compliant privacy policy, as well as comply with all requirements of the COPPA and CIPA () and Section 504 and the ADA [END OF OPTION].~~

~~[END OF OPTION #1]~~

[X] [OPTION #2]

A teacher who elects to supplement and enhance student learning through the use of apps and/or services is responsible for

verifying/certifying to the (X) Superintendent ~~()~~ ~~[END OF OPTION]~~ that the app and/or service has a FERPA-compliant privacy policy and it complies with all requirements of the COPPA and CIPA ~~()~~ ~~and Section 504 and the ADA~~ ~~[END OF OPTION]~~.

~~[END OF OPTION #2]~~

The Board further requires (X) the use of a Board-issued e-mail address in the login process ~~()~~ ~~prior written parental permission for a student seventeen (17) years of age or younger to use the~~ to use a student's personal e-mail address in the login process ~~[END OF OPTION]~~.

E. Training

The District will provide ~~()~~ ~~annual~~ (X) periodic ~~[END OF OPTION]~~ training for its employees who are responsible for creating web content or distributing information online ~~or distributing information with online content~~ so that these employees are aware of this Policy and understand their roles and responsibilities with respect to web design and creation and/or uploading of documents and multimedia content.

~~[]~~ ~~Such training shall be facilitated by an individual with sufficient knowledge, skill, and experience to understand and employ the technical standards set forth in Board policies and administrative guidelines.~~

F. One-Way Communication Using District Website Content, Apps, and Services

The Board approves the use of its website/web pages, The District is authorized to use web pages/sites, apps, and services to promote school activities and inform stakeholders and the general public about District news and operations.

Such communications constitute public records that will be archived.

When the Board or Superintendent designates communications distributed via District web pages/sites, apps, and services to be one-way communication, public comments are not solicited or desired, and the website, app, or service is to be considered a nonpublic forum.

If the District uses an app and/or web service that does not allow the District to block or deactivate public comments, ~~(e.g., Facebook, which does not allow comments to be turned off, or Twitter, which does not permit users to disable private messages or mentions/replies)~~, the District's use of that app and web service is apps and web service will be subject to Policy 7544 - Use of Social Media unless the District is able to automatically withhold all public comments.

If unsolicited public comments can be automatically withheld, the District will retain the comments in accordance with its adopted record retention schedule (see AG 8310A – Requests for Public Records and AG 8310E – Record Retention and Disposal), but it will not review or consider those comments.

~~[DRAFTING NOTE: Districts are advised to adopt a new category of records that covers such "hidden public comments" on social media. Unless dictated by State law, retention periods established by the District for such unsolicited communications should be limited.]~~

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Legal

R.C. 9.03

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7540.03 - STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY

Technology ~~directly affects~~ has fundamentally altered the ways in which information is accessed, communicated, and transferred in society. ~~Educators are expected to~~ As a result, educators are continually ~~adapt~~ adapting their means and methods of instruction and the way they approach student learning to incorporate the latest technologies. The Board of Education provides Information & Technology Resources (as defined in Bylaw 0100) (collectively, "District Information & Technology Resources") ~~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 Information & 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~~ do not serve as a public access service or a public forum and the Board imposes reasonable restrictions on its use consistent with its ~~stated~~ limited educational purpose.

The Board regulates the use of District Information & Technology Resources in a manner ~~Technology in a manner~~ 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 its related administrative guidelines and the Student Code of Conduct govern students' use of District Information & Technology Resources and students' personal communication devices when they are connected to District Information & Technology Resources, including online educational services/apps, regardless of whether such use takes place on or off school property ~~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).

Students are prohibited from using District Information & Technology Resources to engage in illegal conduct (e.g., libel, slander, vandalism, harassment, theft, plagiarism, inappropriate access, etc.) or conduct that violates this Policy and its related administrative guidelines and the Student Code of Conduct (e.g., making personal attacks or injurious comments, invading a person's privacy, etc.). Nothing herein, however, shall infringe on students' First Amendment rights. ~~Users are required to refrain from actions that are illegal (such as libel, slander, vandalism, harassment, theft, plagiarism, inappropriate access, and the like) or unkind (such as personal attacks, invasion of privacy, injurious comment, and the like).~~ Because its Information & Technology Resources are not unlimited, the Board ~~may institute~~ has also instituted restrictions aimed at preserving these resources, such as placing limits on use of bandwidth, storage space, and printers.

~~Students~~ Users have no right or expectation to privacy when using District Information & Technology Resources (including, but not limited to, privacy in the content of their personal files, ~~messages/e-mails, and records of their online activity).~~ ~~when using the District's computer network and/or Internet connection).~~

While the Board uses various technologies to limit students using its Information & Technology Resources to only use/access online educational services/apps and resources that have been pre-approved for the purpose of instruction, study, and research related to the curriculum, it is impossible to prevent students from accessing and/or coming in contact with online content that has not been pre-approved for use by students of certain ages. It is no longer possible for educators and community members ~~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) ~~when~~

significant portions of students' education take place online or through the use of online educational services/apps, 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 ~~implements~~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 (CIPA). 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 the 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 Information & Technology Resources if such disabling will cease to protect against access to materials that are prohibited under CIPA.~~the Children's Internet Protection Act.~~ Any student who attempts to disable the technology protection measures will be ~~subject to discipline~~disciplined.

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~~mistakenly, improperly, or inadvertently 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/~~Guardians~~ are advised that a determined user may be able to gain access to ~~online content and/or services/apps~~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~~content that they and/or their parents/~~guardians~~ may find inappropriate, offensive, objectionable, or controversial. Parents/~~Guardians~~ of minors are responsible for setting and conveying the standards that their children should follow when using the Internet.

Principals are responsible for providing training so that students under their supervision are knowledgeable about this policy and its accompanying guidelines.

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 ~~guidance and instruction to their students regarding the appropriate use of District Information & Technology Resources and online safety and security as specified above.~~ guidance and instruction to their students regarding the appropriate use of District Information & Technology Resources and online safety and security as specified above. Additionally, such training shall include, but not be limited to, education concerning appropriate online behavior including interacting with others on social media, including in chat rooms, and cyberbullying awareness and response. ~~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 they are at school.

[X] 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. **[END OF OPTION]**

~~Principals are responsible for providing training so that students under their supervision are knowledgeable about this policy and its accompanying guidelines. All students who use District Technology & Information 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~~All students who use District Information & 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 and its accompanying guidelines. See Form 7540.03 F1.

In order to keep District Information & Technology Resources operating in a safe, secure, efficient, effective, and beneficial manner to all users, students are required to comply with all District-established cybersecurity procedures ~~(-)~~including, but not limited to, the use of multi factored authentication for which they have been trained **[END OF OPTION]**. Principals are responsible for providing such training on a regular basis and measuring the effectiveness of the training.

[X] Students will be assigned a **District-provided** 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. **(X)** Further, as directed and authorized by their teachers, they shall use their school-assigned e-mail account when signing-up/registering for access to various online educational services/apps. ~~, including mobile applications/apps that will be utilized by the student for educational purposes.~~ **[END OF OPTION]**

Students are responsible for good behavior when using District **Information & Technology Resources** – i.e., behavior comparable to that expected of students when they are in **physical classrooms and school buildings and at school-sponsored events**. ~~Because communications classrooms, school hallways, and other school premises and school sponsored events. Communications~~ on the Internet are often public in nature, **general**. ~~General~~ school rules for behavior and communication apply. The Board does not approve any use of its **Information & Technology Resources** that is not authorized by or conducted strictly in compliance with this policy ~~and its accompanying guidelines~~.

~~**[NOTE: If language about social media is added to Policy 7540, it is recommended that the following optional language be added to this policy.]**~~

~~**[]** Students may only use District Information & Technology Resources to access or use social media if it is done for educational purposes in accordance with their teacher's approved plan for such use.~~

~~**[] Use of Artificial Intelligence/Natural Language Processing Tools For School Work**~~

~~Students are required to rely on their own knowledge, skills, and resources when completing school work. In order to ensure the integrity of the educational process and to promote fair and equal opportunities for all students, except as outlined below, the use of Artificial Intelligence (AI) and Natural Language Processing (NLP) tools (collectively, "AI/NLP tools") is strictly prohibited for the completion of school work. The use of AI/NLP tools, without the express permission/consent of a teacher, undermines the learning and problem solving skills that are essential to academic success and that the staff is tasked to develop in each student. Students are encouraged to develop their own knowledge, skills, and understanding of course material rather than relying solely on AI/NLP tools and they should ask their teachers when they have questions and/or need assistance. Unauthorized use of AI/NLP tools is considered a form of plagiarism and any student found using these tools without permission or in a prohibited manner will be disciplined in accordance with the Student Code of Conduct.~~

~~Notwithstanding the preceding, students can use AI/NLP tools in the school setting if they receive prior permission/consent from their teacher, so long as they use the AI/NLP tools in an ethical and responsible manner. Teachers have the discretion to authorize students to use AI/NLP tools for the following uses:~~

- ~~A. Research assistance: AI/NLP tools can be used to help students quickly and efficiently search for and find relevant information for their school projects and assignments.~~
- ~~B. Data Analysis: AI/NLP tools can be used to help students to analyze, understand, and interpret large amounts of data, such as text documents or social media posts. This can be particularly useful for research projects or data analysis assignments — e.g., scientific experiments and marketing research.~~
- ~~C. Language translation: AI/NLP tools can be used to translate texts or documents into different languages, which can be helpful for students who are learning a new language or for students who are studying texts written in a different language.~~
- ~~D. Writing assistance: AI/NLP tools can provide grammar and spelling corrections, as well as suggest alternative word choices and sentence structure, to help students improve their writing skills.~~
- ~~E. Accessibility: AI/NLP tools can be used to help students with disabilities access and understand written materials. For example, text to speech software can help students with specific learning disabilities or visual impairments to read texts and AI-powered translation tools can help students with hearing impairments understand spoken language.~~

~~As outlined above, under appropriate circumstances, AI/NLP tools can be effectively used as a supplement to and not a replacement for traditional learning methods. Consequently, with prior teacher permission/consent, students can use such resources to help them better understand and analyze information and/or access course materials. If a student has any questions about whether they are permitted to use AI/NLP tools for a specific class assignment, they should ask their teacher.~~

~~**[END OF OPTION]**~~

Users who disregard this policy and its accompanying guidelines 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 **Information & Technology Resources** that are not authorized by this policy and its accompanying guidelines.

The Board designates the Superintendent and/or **designee** _____ as the administrator(s) responsible for initiating, implementing, and enforcing this policy ~~and its accompanying guidelines as it applies~~ **they apply** to students' use of District **Information & Technology Resources**.

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Legal

P.L. 106-554, Children's Internet Protection Act of 2000

18 U.S.C. 1460

18 U.S.C. 2246

18 U.S.C. 2256

20 U.S.C. 6777, 9134 (2003)

20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965, as amended (2003)

47 C.F.R. 54.500 - 54.523

47 U.S.C. 254(h), (1), Communications Act of 1934, as amended (2003)

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7540.04 - STAFF TECHNOLOGY ACCEPTABLE USE AND SAFETY

Technology ~~directly affects~~ **has fundamentally altered** the ways in which information is accessed, communicated, and transferred in society. ~~Educators are expected to continually adapt.~~ **As a result, educators are continually adapting** their means and methods of instruction and the way they approach student learning to incorporate the **latest technologies.** ~~vast, diverse, and unique resources available through the Internet.~~ The Board of Education provides **District Information & Technology Resources (as defined by Bylaw 0100) (collectively, "District Information & Technology Resources")** ~~Technology and Information Resources (as defined by Bylaw 0100)~~ to support the educational and professional needs of its staff and students. The Board provides staff with access to the Internet for ~~limited~~ educational purposes only and utilizes online educational services/apps to enhance the instruction delivered to its students and to facilitate the staff's work. The District's **computer network and Internet system** ~~does~~ **do** not serve as a public access service or a public forum and the Board imposes reasonable restrictions on its use consistent with its **stated** ~~limited~~ educational purpose.

The Board regulates the use of District ~~Technology and Information~~ **Information & Technology** Resources by principles consistent with applicable local, State, and Federal laws, and the District's educational mission. This policy ~~and its related administrative guidelines (), Policy 7544 and AG 7544, [END OF OPTION]~~ and any applicable employment contracts and collective bargaining agreements govern the staff's use of ~~District the District's Technology Information~~ **Information & Technology** Resources and staff's personal communication devices when they are connected to the District's **Information & Technology Resources, including online educational services/apps, regardless of whether such use takes place on or off school property (see Policy 7530.02).** ~~computer network, Internet connection and/or online educational services/apps, or when used while the staff member is on Board-owned property or at a Board-sponsored activity (see Policy 7530.02).~~

[DRAFTING NOTE: Choose the option in the preceding paragraph if ~~above if the Superintendent recommends and the Board adopts Policy 7544.~~

Staff members are prohibited from using District ~~Technology & Information~~ **Information & Technology** Resources to engage in illegal conduct (e.g., libel, slander, vandalism, harassment, theft, plagiarism, inappropriate access, etc.) or conduct that violates this Policy and its related administrative guidelines (e.g., making personal attacks and injurious comments, invading a person's privacy, etc.). Nothing herein, however, shall infringe on a staff member's First Amendment rights. Because ~~its~~ **District Information & Technology** Resources are not unlimited, the Board may institute restrictions aimed at preserving these resources, such as placing limits on use of bandwidth, storage space, and printers.

~~Users are required to refrain from actions that are illegal (such as libel, slander, vandalism, harassment, theft, plagiarism, inappropriate access, 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.~~

Staff members ~~Users~~ have no right or expectation to privacy when using District ~~Technology and Information~~ **Information & Technology** Resources (including, but not limited to, privacy in the content of their personal files, **messages/e-mails**, and records of their online activity ~~when using the District's computer network and/or Internet connection~~).

Staff members are expected to **use** ~~utilize~~ District ~~Technology & Information~~ **Information & Technology** Resources to promote educational excellence in our schools by providing students with the opportunity to develop **resource sharing** ~~resource-sharing~~, innovation, and communication skills and tools that are essential to both life and work. The Board encourages the faculty to develop

the appropriate skills necessary to effectively access, analyze, evaluate, and utilize these resources in enriching educational activities. The instructional use of the Internet and online educational services/apps will be guided by Board Policy 2520 - Selection of Instructional Materials and Equipment.

The Internet is a global information and communication network that brings incredible education and information resources to our students. ~~The Internet connects computers and users in the District with computers and users worldwide.~~ Through the Internet, students and staff can access relevant information that will enhance their learning and the education process. Further, District Information & Technology Resources provide students and staff with the opportunity to communicate with ~~people~~ other people from throughout the world. Access to such an incredible quantity and diversity of information and resources brings with it, however, certain unique challenges and responsibilities.

While the Board uses various technologies to limit the use of District Information & Technology Resources to only use/access online services/apps and resources that have been pre-approved for the purpose of instruction, study, and research related to the curriculum, it is impossible to prevent users from accessing and/or coming in contact with online content that has not been pre-approved for use by students of certain ages. It is no longer possible for educators and community members ~~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 all 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) when significant portions of students' education take place online or through the use of online educational services/apps, ~~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 (CIPA). At the discretion of the Board or Superintendent, the technology protection measures may also 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 staff members 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 the District Information & Technology Resources if such disabling will cease to protect against access to materials that are prohibited under CIPA. ~~the Children's Internet Protection Act.~~ Any staff member who attempts to disable the technology protection measures without express written consent of an appropriate administrator will be disciplined ~~subject to disciplinary action~~, up to and including termination.

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~~ mistakenly, improperly, or inadvertently 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. (X) The Superintendent or _____ designee _____ may also disable the technology protection measures to enable access for bona fide research or other lawful purposes.

Principals are responsible for providing training so that staff under their supervision are knowledgeable about this policy and its accompanying guidelines.

Staff members will participate in professional development programs in accordance with the provisions of law and this policy. Training shall include:

- A. the safety and security of students while using e-mail, chat rooms, social media, and other forms of direct electronic communications;
- B. the inherent danger of students disclosing personally identifiable information online;
- C. the consequences of unauthorized access (e.g., "hacking", "harvesting", "digital piracy", "data mining", etc.), cyberbullying, and other unlawful or inappropriate activities by students or staff online; and
- D. unauthorized disclosure, use, and dissemination of personally-identifiable information regarding minors.

Staff members shall provide guidance and instruction to their students regarding the appropriate use of District Information & Technology Resources and online safety and security as specified above. Additionally, such training shall include, but not be limited to, education concerning appropriate online behavior including interacting with others on social media, including in chat rooms, and cyberbullying awareness and response. Further, staff members shall monitor students' online activities while the students are at school.

Furthermore, staff members shall provide instruction for their students regarding the appropriate use of technology and online safety and security as specified above, and staff members will monitor students' online activities 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. **[END OF OPTION]**

The disclosure of personally identifiable information about students online is prohibited.

~~Building Principals are responsible for providing training so that staff 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 the 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~~ All staff members who use District Information & Technology Resources are required to sign a written agreement to abide by the terms and conditions of this policy and its accompanying guidelines. See Form 7540.04 F1.

In order to keep District Information & Technology Resources operating in a safe, secure, efficient, effective, and beneficial manner to all users, staff members are required to comply with all District-established cybersecurity procedures (X) including, but not limited to, the use of multi-factored authentication (MFA), for which they have been trained. Principals are responsible for providing such training on a regular basis and measuring the effectiveness of the training.

☒ Staff will be assigned a District-provided school e-mail address that they are required to use for all school-related electronic communications, including those to students, parents/guardians and other constituents, fellow staff members, and vendors or individuals seeking to do business with the District. **[END OF OPTION]**

☒ With prior approval from the Superintendent or ____ designee _____, staff may direct students who have been issued school-assigned e-mail accounts to use those accounts when signing-up/registering for access to various online educational services/apps, that the students will utilize, including mobile applications/apps that will be utilized by the students for educational purposes under the teacher's supervision. **[END OF OPTION]**

Staff members are responsible for good behavior when using District Technology Information & Technology Resources - i.e., behavior comparable to that expected when they are in physical classrooms and school buildings and at school-sponsored events. Because communications classrooms, school hallways, and other school premises and school sponsored events. Communications on the Internet are often public in nature, general rules for professional behavior and communication apply. The Board does not approve any use of its District Technology Information & Technology Resources that is not authorized by or conducted strictly in compliance with this policy and its accompanying guideline () and Policy 7544 and its accompanying guideline **[END OF OPTION]**.

[DRAFTING NOTE: Choose the preceding option if option above if the Superintendent recommends and the Board adopts Policy 7544.]

{NOTE: If the use of social media is authorized by Policy 7540 and Policy 7544, choose the appropriate following option to match that language}

~~☐ Staff members may only use District Information & Technology Resources to access or use social media if it is done for educational or business-related purposes. **[END OF OPTION]**~~

~~☐ Staff members' use of District Information & Technology Resources technology resources to access or use social media is to be consistent with Policy 7544 and its accompanying guideline. **[END OF OPTION]**~~

[DRAFTING NOTE: Choose the following option to provide further direction to staff regarding the appropriate versus inappropriate use of social media.]

☒ An employee's personal or private use of social media may have unintended consequences. While the Board respects its employees' First Amendment rights, those rights do not include permission to post inflammatory comments that could compromise the District's mission, undermine staff relationships, or cause a substantial disruption to the school environment. This warning includes staff members' online conduct that occurs off school property including from the employee's personal communication device. Postings to social media should be done in a manner sensitive to the staff member's professional responsibilities. **[END OF OPTION]** General school rules for behavior and communication apply.

~~**☐ Use of Artificial Intelligence/Natural Language Processing Tools**~~

~~Staff are permitted to use Artificial Intelligence and Natural Language Processing (NLP) tools (collectively, "AI/NLP tools") to accomplish their job responsibilities so long as the use is ethical, responsible, and does not violate any provisions of this policy — e.g., it does not infringe on students' or staff members' privacy rights, violate their duty to maintain~~

~~confidentiality related to personally identifiable information, etc.).~~

~~With respect to students, it is the Board's policy that they are required to rely on their own knowledge, skills, and resources when completing school work. In order to ensure the integrity of the educational process and to promote fair and equal opportunities for all students, except as outlined below, students are prohibited from using AI/NLP tools to complete school work. The use of AI/NLP tools without the express permission/consent of a teacher is considered to undermine the learning and problem-solving skills that are essential to students' academic success and that the staff is tasked to develop in each student. Consequently, students are encouraged to develop their own knowledge, skills, and understanding of course material rather than relying solely on AI/NLP tools, and they are expected to ask their teachers when they have questions and/or need assistance. Students' unauthorized use of AI/NLP tools is considered a form of plagiarism and any student found using such tools without permission or in a prohibited manner will be disciplined in accordance with the Student Code of Conduct.~~

~~Notwithstanding the preceding, students are allowed to use AI/NLP tools in the school setting if they receive prior permission/consent from their teacher, so long as they use the AI/NLP tools in an ethical and responsible manner. Teachers have the discretion to authorize students to use AI/NLP tools for the following uses:~~

- ~~A. Research assistance: AI/NLP tools can be used to help students quickly and efficiently search for and find relevant information for their school projects and assignments.~~
- ~~B. Data Analysis: AI/NLP tools can be used to help students to analyze, understand, and interpret large amounts of data, such as text documents or social media posts. This can be particularly useful for research projects or data analysis assignments—e.g., scientific experiments and marketing research.~~
- ~~C. Language translation: AI/NLP tools can be used to translate texts or documents into different languages, which can be helpful for students who are learning a new language or for students who are studying texts written in a different language.~~
- ~~D. Writing assistance: AI/NLP tools can provide grammar and spelling corrections, as well as suggest alternative word choices and sentence structure, to help students improve their writing skills.~~
- ~~E. Accessibility: AI/NLP tools can be used to help students with disabilities access and understand written materials. For example, text-to-speech software can help students with specific learning disabilities or visual impairments to read texts, and AI-powered translation tools can help students with hearing impairments understand spoken language.~~

~~As outlined above, under appropriate circumstances, AI/NLP tools can be effectively used as a supplement to and not a replacement for traditional learning methods. Consequently, with prior teacher permission/consent, students can use AI/NLP tools to help them better understand and analyze information and/or access course materials. If a student has any questions about whether they are permitted to use AI/NLP tools for a specific class assignment, they should ask their teacher.~~

[END OF OPTION]

Users who disregard this policy ~~and its accompanying guidelines~~ 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 Information~~ **Information & Technology** Resources that are not authorized by this policy ~~and its accompanying guidelines~~.

The Board designates the Superintendent and **designee** _____ as the administrator(s) responsible for initiating, implementing, and enforcing this policy ~~and its accompanying guidelines~~ as they apply to staff members' use of District ~~Technology Information~~ **Information & Technology** Resources.

In addition, Federal and State confidentiality laws forbid schools and their employees from using or disclosing student education records without parent/**guardian** consent. See Policy 8330. Education records include a wide variety of information; posting personally identifiable information about students is not permitted. Staff members who violate State and Federal confidentiality ~~and/or laws or~~ privacy laws related to the disclosure of **student or employee personally identifiable** ~~confidential student or employee~~ information may be disciplined.

Staff members retain rights of communication for collective bargaining purposes and union organizational activities.

Legal

P.L. 106-554, Children's Internet Protection Act of 2000

18 U.S.C. 1460

18 U.S.C. 2246

18 U.S.C. 2256

20 U.S.C. 6777, 9134 (2003)

20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965, as amended

47 C.F.R. 54.500 - 54.523

47 U.S.C. 254(h), (1), Communications Act of 1934, as amended (2003)

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8300 - CONTINUITY OF ORGANIZATIONAL OPERATIONS PLAN

The Continuity of Organizational Operations Plan (COOP) provides the District with the capability of conducting its essential operations under all threats and conditions, with or without warning. Having a plan to recover from any type of disaster regardless of the severity and consequences of the emergency is critical to the recovery of operations and ~~minimizing~~can minimize the impact on the District's teaching and learning, personnel, facilities, technology, transportation, food service, and other functional resources.

Scope of the Continuity Plan

The primary objective of the COOP is to restore the District's critical operational functions and the learning environment as quickly as possible after a crisis or threat event ~~occurs~~has occurred. A COOP contains critical and sensitive information that is confidential and exempt from public disclosure.

Planning for the continuity of operations of a school system in the aftermath of a disaster is a complex task. The current~~-changing~~ threat environment and recent emergencies, including acts of nature, accidents, technological emergencies, ~~cyberattacks~~, and terrorist attacks and threats, have increased the need for viable continuity capabilities and plans that enable the District to resume and continue the essential functions in an all-hazards environment across a full spectrum of emergencies. Such conditions have increased the importance of having continuity plans in place that provide stability of essential functions across the various levels of public government and private enterprises.

The planning and development of continuity of an organizational operations plan, as well as the ongoing review, ~~testing~~, and revision of such a plan, is important for the overall District ~~(-) and also for each school (-) and department in the District~~ **[END OF OPTIONS]**.

The District-wide plan describes how the District will respond as a total organization to a given emergency and describes the centralized resources and how they will be organized to implement command and control necessary to function during the life cycle of the event. Individual school and ~~department~~ departmental plans contain the details related to the continuity plan for those specific sites and functional areas to prepare for an event, communicate throughout the duration of an event, assess the impact of an event on essential functions in the unit, respond to the event, and detail what will be done to recover from the event.

Preparation for, response to, and recovery from a disaster affecting administrative, educational, and support functions of the District's operations requires the cooperative efforts of external organizations, in partnership with the functional areas supporting the business of the District. This includes local government agencies, law enforcement, emergency management, medical services, and vendors necessary to District operations. The COOP outlines and coordinates all efforts by the District, in cooperation with other local and State agencies and businesses, ~~to restore the essential functions of the District to the larger local community~~ post-disaster.

The Superintendent shall ~~develop and~~ recommend the COOP for Board of Education review and approval; however, the COOP shall be considered a confidential document not subject to release under State public records laws, and accordingly, no copies shall be provided for public review ~~during the adoption process~~.

The Superintendent shall conduct ~~(-) an annual~~ (X) a periodic ~~[END OF OPTION]~~ review of the COOP.

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Book	Policy Manual
Section	Ready for Production April 2023
Title	Vol. 41, No. 2 - Technology Update - January 2023 Revised INFORMATION SECURITY
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Revised Policy - Vol. 41, No. 2

8305 - INFORMATION SECURITY

The District collects, classifies, and retains data/information from and about students, staff, vendors/contractors, and other individuals, about programs and initiatives undertaken by the school system, and about and related to the business of the District. This ~~data~~/information may be in hard copy or digital format and may be stored in the District or offsite with a third party provider.

~~Data/information~~Data/Information collected by the District shall be classified as Confidential, Controlled, or Published. ~~Data/information~~Data/Information will be considered Controlled until identified otherwise.

Protecting District Information Resources (as defined in Bylaw 0100) is of paramount importance. Information security requires everyone's active participation to keep the District's data/information secure. This includes Board of Education members, staff members/employees, students, parents, contractors/vendors, and visitors who use District ~~Information & Technology Resources~~ (as defined in Bylaw 0100)~~and Information Resources~~.

Individuals who are granted access to data/information collected and retained by the District must follow established procedures so that the ~~data~~/information is protected and preserved. Board members, administrators, and all District staff members (X), as well as contractors, vendors, and their employees, **[END OF OPTION]** granted access to data/information retained by the District are required to certify annually that they shall comply with the established information security protocols pertaining to District data/information. Further, all individuals granted access to Confidential Data/Information retained by the District must certify annually that they will comply with the information security protocols pertaining to Confidential Data/Information. Completing the appropriate section of the Staff Technology Acceptable Use and Safety form (Form 7540.04 F1) shall provide this certification.

All Board members, staff members/employees, students, contractors/vendors, and visitors who have access to Board-owned or managed data/information must maintain the security of that data/information and the District Technology Resources on which it is stored.

If an individual has any questions concerning whether this Policy and/or its related administrative guidelines apply to ~~him/her~~them or how they apply to ~~him/her~~them, the individual should contact the District's Technology Director or Information Technology Department/Office.

The Superintendent shall develop administrative guidelines that set forth the internal controls necessary to provide for the collection, classification, retention, access, and security of District Data/Information.

Further, the Superintendent is ~~charged with developing procedures that can~~authorized to develop procedures that would be implemented in the event of an unauthorized release or breach of data/information. These procedures shall comply with the District's legal requirements if such a breach of personally-identifiable information occurs.

The Superintendent shall require ~~staff members to participate in training related to the internal controls applicable~~the participation of ~~staff members in appropriate training related to the internal controls pertaining~~ to the data/information that they collect and have access to, ~~to which they have access,~~ and for which they ~~are~~would be responsible for the security protocols.

Third party contractors/vendors who require access to Confidential Data/Information collected and retained by the District will be informed of relevant Board policies that govern access to and use of Information Resources, including the duty to safeguard the confidentiality of such data/information.

Failure to adhere to this Policy and its related administrative guidelines may put data/information collected and ~~retain~~ retained by the District at risk. Employees who violate this policy and/or ~~its related administrative guidelines may be disciplined, the administrative guidelines promulgated consistent with this policy may have disciplinary consequences imposed,~~ up to and including termination of employment and/or referral to law enforcement. Students who violate this Policy and/or ~~its related administrative guidelines will be disciplined, AGs will be subject to disciplinary action,~~ up to and including expulsion and/or referral to law enforcement. (X) Contractors/~~vendors~~ Vendors who violate this Policy and/or ~~its related administrative guidelines~~ AGs may face termination of their business relationships with and/or legal action by the District. [END OF OPTION] Parents/Guardians and visitors who violate this Policy and/or ~~its related administrative guidelines~~ AGs may be denied access to the District's Information & Technology Resources.

The Superintendent shall conduct ~~() an annual~~ (X) a periodic [END OF OPTION] assessment of risk related to the access to and security of the data/information collected and retained by the District.

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Book	Policy Manual
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Revised Policy - Vol. 41, No. 2

8315 - INFORMATION MANAGEMENT

The Board of Education recognizes its responsibility, in certain circumstances, to maintain information created, maintained, or otherwise stored by the District outside the "Records Retention Schedule" in AG 8310A. In such situations, a "Litigation Hold" procedure will be ~~used~~^{utilized} to identify and preserve information relevant to a specific matter. "Information" includes both paper documents and electronically stored information ("ESI"). When implementing the "Litigation Hold," the District will identify individuals in possession or custody of paper documents, ESI, and electronic media containing ESI, and inform them of their obligation to preserve the documents and ESI outside the "Records Retention Schedule" in AG 8310A. The District will also identify third parties with custody or control over paper documents, ESI, or electronic media storing ESI, and request them to preserve that information. All information falling within a "Litigation Hold," which is under the control of the District, must be preserved in a readily accessible form and cannot be disposed of under the "Records Retention and Disposal" requirements of AG 8310E. Failure to comply with a Litigation Hold notice (X) may ~~() shall~~ **[END OF OPTION]** result in ~~disciplinary action~~^{discipline}, up to and including possible termination.

Instances where the Board must maintain information outside the "Records Retention Schedule" in AG 8310A include:

- A. when the Board has specific information and/or written notice from ~~a parent/guardian, student, or person representing the parent/guardian or student~~^{an individual, parent or student} of an intent to file an appeal of student discipline to State court;
- B. when the Board has specific information and/or written notice that litigation is imminent even though the litigation has not yet been filed in Federal or State court;
- C. when the Board is served with litigation including, but not limited to, notice of a lawsuit in Federal or State court, or notice of a student disciplinary appeal to State court;
- D. when the Board receives specific information and/or written notification from an employee, labor union, or other person of an intent to file a claim against the Board, its members, employees, or agents at an administrative agency such as the Equal Employment Opportunity Commission, Ohio Civil Rights Commission, State Employment Relations Board, U.S. Department of Education Office for Civil Rights, ~~Ohio Department of Education Office for Exceptional Children or Office of Professional Conduct~~, State Personnel Board of Review, or a Civil Service Commission regarding a claim against the Board, its members, employees, or agents;
- E. when the Board receives specific information and/or written notification from an administrative agency such as the Equal Employment Opportunity Commission, Ohio Civil Rights Commission, State Employment Relations Board, U.S. Department of Education Office for Civil Rights, ~~Ohio Department of Education Office for Exceptional Children or Office of Professional Conduct~~, State Personnel Board of Review, or a Civil Service Commission regarding a claim ~~filed~~^{filed} against the Board, its members, employees, or agents;
- F. when the Board receives written notification from a third party requesting that the Board maintain information that could be at issue in litigation or potential litigation ~~involving~~^{against} that third party;
- G. when the Superintendent recommends the termination of an employee to the Board pursuant to R.C. 3319.16 and R.C. 3319.081, R.C. Chapter 124, or a labor contract;
- H. when the Board explores, contemplates, or initiates litigation.

Definitions

"Documents" includes, but is not limited to, writings, drawings, graphs, charts, photographs, blueprints, sound/audio recordings, images, video recordings, recordings, images and other data or data compilations stored in any medium from which information can be obtained or translated if necessary.

"ESI" means any type of information that is created, used, and stored in digital form and accessible by digital means. It includes all data, digital documents or files, or other information contained on any media type (e.g., tape, hard disk drive, cloud storage, or some yet to be created storage technology). Specifically, it includes, but is not limited to, writings, drawings, graphs, charts, photographs, blueprints, sound/audio recordings, images, video recordings, and other data or data compilations stored in any electronic media from which information can be obtained or translated if necessary. Examples include: e-mails and their attachments, text and instant messages, communications conducted in ephemeral messaging applications or in workplace collaboration tools, word processing documents, spreadsheets, digital photographs/pictures, videos, application programs and data files, data/information stored in databases, data files, metadata, system files, electronic calendar appointments, scheduling program files, digital scans (including TIFF files), PDF files, MPG files, JPG files, GIF files, network share files, internal websites, external websites, newsgroups, directories, security and access information, legacy data, audio recordings, voicemails, phone/call logs, faxes, internet/browser histories, caches, cookies, or logs of activity on computer systems (whether internal to the District or external) that may have been used to process or store electronic data. ESI also includes data/information from cloud applications (e.g., educational or operational apps/services), electronic records of online activity (e.g., social media postings), and data generated or stored by devices connected to the Internet of Things (IoT).

~~"ESI" includes, but is not limited to, writings, drawings, graphs, charts, photographs, blueprints, sound recordings, images and other data or data compilations stored in any electronic media from which information can be obtained or translated if necessary. It includes, but is not limited to, e-mails, e-mail attachments, instant messages, word processing files, spreadsheets, pictures, application program and data files, databases, data files, metadata, system files, electronic calendar appointments, scheduling program files, TIFF files, PDF files, MPG files, JPG files, GIF files, network share files, internal websites, external websites, newsgroups, directories, security and access information, legacy data, audio recordings, voice mails, phone logs, faxes, internet histories, caches, cookies or logs of activity on computer systems that may have been used to process or store electronic data.~~

"Electronic media" includes, but is not limited to, computer hard drives (including portable hard disk drives "HDD's"), floppy drives, disaster recovery media, and storage media (including DVD's, CD's, floppy discs, Zip discs/drives, Jazz discs/drives, USB memory drives, jump disc/drives, flash discs/drives, keychain discs/drives, thumb discs/drives, smart cards, microfilm, backup tapes, cassette tapes, cartridges, etc.) accessed, used, and/or stored on/in/through the following locations: networks and servers, whether internal or external (including the cloud); laptop and desktop work computers; home and personal computers; other computer systems; databases; backup computers or servers, whether internal or external (including cloud storage); archives; mobile devices (e.g., mobile/cellular phones and tablet computers, personal digital assistants ("PDAs" - including Palm, Blackberry), etc.); pagers; firewalls; audit trails and logs, printers; copiers; scanners; digital cameras; photographic devices; and video cameras and devices. Electronic media also includes social media websites (e.g., Facebook, Twitter, LinkedIn) and any item containing or maintaining ESI that is obtained by the District for Board member or employee usage or that an employee uses for such purpose (even if privately owned by the Board member or employee) from the date this policy was first adopted into the future. ~~laptop and desktop work computers; home and personal computers; other computer systems; backup computers or servers; archives; personal digital assistants ("PDAs" including Palm, Blackberry, cellular phone, tablet PC, etc.); pagers; firewalls; audit trails and logs, printers; copiers; scanners; digital cameras; photographic devices; and video cameras and devices. Electronic media shall also include any item containing or maintaining ESI that is obtained by the District for Board member or employee usage or that an employee uses for such purpose (even if privately owned by the Board member or employee) from the date this policy is adopted into the future.~~

Initiation and Removal of a "Litigation Hold"

The Board or the Superintendent may initiate a "Litigation Hold" under this policy. If the Superintendent initiates a "Litigation Hold," ~~the Superintendent~~ or the Board's legal counsel will notify the Board of the reason the Litigation Hold was instituted and its scope. When implementing a Litigation Hold, the Board or Superintendent (X) may ~~() will~~ **[END OF OPTION]** utilize an Electronically Stored Information Team ("ESI Team"). ~~The Board's legal counsel shall be involved in the implementation of the "Litigation Hold Procedure" outlined in AG 8315.~~

A "Litigation Hold" shall remain in place until removed/**withdrawn** by the Board. A "Litigation Hold" may be removed when the litigation or administrative agency matter has been resolved or can no longer be initiated. Any information maintained under this policy shall fall back under the "Records Retention Schedule" in AG 8310A once the "Litigation Hold" is removed/**withdrawn**.

~~The Superintendent shall develop administrative guidelines outlining the procedures to be followed by Board members and employees when initiating and implementing a "Litigation Hold." This policy and its related administrative guidelines shall be posted and distributed, according to the law in the manner described in AG 8315.~~

Legal

F.R.C.P. 34, 37(f)

O.R.C.P. 34, 37(F)

Book	Policy Manual
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Revised Policy - Vol. 41, No. 2

8400 - SCHOOL SAFETY

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

Emergency Management Plan (EMP)

To that end, the Superintendent shall develop and adopt a comprehensive Emergency Management Plan ("EMP") for each building ~~under his/her control~~ **in the District. The EMP shall be submitted on standard forms developed and made available by the Ohio Department of Public Safety (ODPS).** In developing the EMP for each building, the Superintendent shall involve community law enforcement and safety officials (including, but not limited to, law enforcement, fire, emergency medical personnel, **mental health providers, local health departments, school safety and security contacts,** and any local divisions having county-wide emergency management), parents/guardians of students who are assigned to the building, and teachers and nonteaching employees assigned to the building (**hereinafter, collectively referred to as "stakeholders"**). Each EMP shall contain the name, title (if applicable), contact information, and signature of each **stakeholder (i.e., person involved in development of the EMP); the signature shall affirm the stakeholder was offered the opportunity to provide feedback (it does not mean or require that the stakeholder approve the EMP).**

In developing the EMP, the Superintendent shall examine the environmental conditions and operations of each building to determine potential hazards to student and staff safety. The Superintendent shall further propose operating changes to promote the prevention of potentially dangerous problems and circumstances. The Superintendent shall incorporate remediation strategies into the EMP for any building where documented safety problems have occurred.

Each EMP will consist of ~~six (6)~~ **four (4)** parts:

- A. ~~The emergency operations plan shall consist of a single document to address all hazards that may negatively impact the school; including, but not limited to, active shooter, hostage, bomb threat, act of terrorism, infectious diseases or pandemic, severe weather, bullying, threats of violence or threats to life, and any other natural, technological, or human-caused bullying, and any other natural or manmade events that the Superintendent knew or should have reasonably known about that compromise the health or safety of students, employees, administrators, or property. The document will include:~~

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

The plan shall be ~~compliant~~ **consistent** with the National Incident Management System (NIMS) **principles.**

3. the access and functional needs of the students, teachers, and staff;
4. education for students, staff, and administrators to avoid, deter, or stop an imminent crime or safety issue, threatened or actual;
5. procedures for notifying law enforcement, fire, EMS, emergency management, mental health providers, public health officials, and other outside experts who could assist in responding to and recovering from an emergency;

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

6. a threat assessment plan developed as prescribed by Ohio Revised Code Section 5502.263, including a protocol for school threat assessment teams established pursuant to Ohio Revised Code Section 3313.669; **[DRAFTING NOTE: A building may use the model policy and protocol developed by the Department of Public Safety.]**

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

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

- B. A floor plan unique to each floor of the building.
- C. A site plan that includes all building property and surrounding property.
- D. An emergency contact information sheet.
- E. Stakeholder signatures.
- F. Proof of completion of an approved threat assessment training program for each member of the building's threat assessment team.

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

- A. each law enforcement agency that has jurisdiction over the school building; and
- B. upon request, the local fire department, emergency medical service organization, and county emergency management agency serving the area in which the building is located.

The Superintendent will also file copies of updated EMPs with **the Director of Public Safety and the above agencies within ten (10) calendar days after adoption of the revised EMPs.** ~~ODE and the above agencies within ten (10) days after s/he adopts the revised EMPs.~~

The District's EMPs are security records and not public records. The Superintendent shall keep a copy of the District's EMPs in a secure location. ~~The EMP is not a public record.~~

The Superintendent shall annually review the District's previously developed and adopted EMPs and certify that the plan, emergency contact information sheet, floor plan, and site plan are current and accurate. The certification shall be completed through the School Safety Plan Portal between January 1 and July 1 of each year. ~~The Superintendent shall prepare and conduct at least one (1) annual emergency management test, in accordance with rules adopted by the Ohio Department of Education (ODE). By July 1st of every year, the Superintendent shall review the EMPs s/he previously developed and adopted, and certify in writing to the ODE that the EMPs are current and accurate.~~

The Superintendent shall prepare and conduct at least one (1) emergency management test each year during the three (3) year annual review cycle, in accordance with rules adopted pursuant to Ohio Revised Code Section 5502.262(F). The Emergency Management tests must meet the following requirements: (1) be a scheduled event at least two (2) of the years; one (1) actual emergency may be used during the three (3) year plan cycle if an after-action report is produced with the involvement of stakeholders (i.e., at least one (1) representative from law enforcement, fire, EMA, EMS, and a mental health provider and public

health official); (2) the type of test shall be a tabletop, functional or full-scale, as defined in O.A.C. 4501:5-1, and each type shall be used once every three (3) years; and (3) the test must include at least one (1) hazard from the hazard analysis identified in the emergency operations plan and at least one (1) functional content area. The test should include at least one (1) representative from law enforcement, fire, EMA, EMS, and a mental health provider and public health official. ~~The emergency management test must be a scheduled event; an actual emergency will not satisfy this requirement, even if an after action report is produced. The emergency management test must be a tabletop, functional, or full scale as defined in A.C. 3301-5-01, and each type shall be used once every three (3) years. It must include at least one (1) hazard from the hazard analysis in the EMP and at least one (1) functional content area. At least one (1) representative from law enforcement, fire, EMA, EMS, and/or behavioral health should be included.~~

~~{SELECT OPTION #1 OR OPTION #2}~~

~~-~~

~~{ } [OPTION #1]~~

~~-~~

~~Students will not participate in the emergency management test.~~

[X] [OPTION #2]

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

~~{END OF OPTIONS}~~

~~-~~

~~{DRAFTING NOTE: If OPTION #2 is selected, it is strongly advised that the District select the following optional language, which is only listed as an option because O.A.C 4501:5-1 A.C. 3301-5-01 does not make it mandatory—however, it does state schools should obtain parental consent if students are going to participate in the emergency management test.}~~

~~-~~

~~{ } Parental consent is required prior to student participation in the emergency management test. [END OF OPTION]~~

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

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

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

Threat Assessment

~~The primary purpose of a threat assessment is to minimize the risk of targeted violence at school. The following threat assessment process is designed to be consistent with the process set forth in the joint U.S. Secret Service and U.S. Department of Education publication, *Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates* for identifying, assessing, and managing students who may pose a threat. The goal of the threat assessment process is to take appropriate preventive or corrective measures to maintain a safe school environment, protect and support potential victims, and provide assistance, as appropriate, to the student being assessed. Behavioral threat assessment is a fact-based, systematic process designed to identify, assess, and manage potentially dangerous or violent situations. The threat assessment process shall be embedded within a comprehensive multitiered system of supports (MTSS) that involves interdisciplinary, collaborative partnerships focusing on prevention. The District will use a behavioral threat assessment model, including threat assessment teams, to address in a proactive manner the prevention of targeted violence by identifying areas of concern, gathering information, assessing the likelihood of violence, initiating appropriate interventions and violence mitigation strategies and provide ongoing evaluation to increase positive outcomes for individuals and enhance overall school safety. The aim of the process is to emphasize the provision of~~

interventions and supports, and not just punishment. Ultimately, the primary purpose of a threat assessment is to address concerning behavior (including prohibited behaviors), respond to concerning communications, and minimize the risk of targeted violence at school.

As dictated by the Safety and Violence Education Students (SAVE Students) Act, the District will use a multidisciplinary decision-making process to conduct threat assessments and develop and implement interventions for students whose behavior indicates they may pose a risk of harm to the school community and/or themselves. Specifically, the Board directs the Superintendent to create a threat assessment team for each school building in the District serving grades six (6) through twelve (12). Each team shall be multidisciplinary, when possible; the Principal will ordinarily serve as the team's leader and the team may include school administrators, mental health professionals (e.g., school psychologists, school counselors, social workers), school resource officers (where appropriate), and other relevant personnel (e.g., instructional staff). Each member of a threat assessment team is required to complete an approved threat assessment training program upon appointment and once every three (3) years thereafter. As noted above, the District shall include proof of completion of the approved training by each team member in the EMPs and annual certifications submitted to the Director of Public Safety. Per State law, threat assessment team members are not liable for damages in a civil action for injury, death, or loss to person or property allegedly arising from a team member's execution of duties related to school safety unless the team member's act or omission constitutes willful or wanton misconduct.

The Ohio School Safety Center (OSSC), which is part of the Ohio Department of Public Safety, has developed the Ohio School Behavioral Threat Assessment Model Policy and Protocol: A Guide for School Personnel and Law Enforcement. This protocol shall serve as the foundation of the District's efforts to identify students of concern so that their behaviors can be mitigated to the point that they no longer pose a threat.

The following individuals may be subject to a behavioral threat assessment:

- A. Students: current, former, and prospective
- B. Employees: current, former, and prospective
- C. Parents/guardians of students/non-custodial parents or relatives
- D. Persons who are (or have been) in a relationship with faculty, staff, or students
- E. Contractors, vendors, or other visitors
- F. Unaffiliated persons

Research shows that individuals who plan to commit violent acts against schools often share their plans with someone. Consequently, the District ~~[DRAFTING NOTE: Select one (1) of the following options]~~

~~() has registered with the SaferOH tip line operated by the Department of Public Safety to facilitate the receipt of anonymous reports of concerning behavior and/or communications.~~

-

~~[OR]~~

(X) has entered into an agreement with an anonymous reporting program that meets the following requirements:

- A. operates twenty-four (24) hours per day, seven (7) days per week;
- B. forwards reported information to and coordinates with the appropriate school threat assessment teams and law enforcement and public safety agencies as required under the District's EMPs;
- C. will be promoted in each District school to inform students about the reporting program and its reporting methods; and
- D. complies with Ohio Revised Code Sections 149.433 and 3319.321 and the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g.

[DRAFTING NOTE: If the District enters into an agreement with an anonymous reporting program provider, it must specify in the agreement that the provider must annually submit a report to the Department of Public Safety and the Department of Education identifying the number of anonymous reports made through the reporting program and the method by which they were received, disaggregated by school.]

The Superintendent shall comply with all reporting requirements set forth in R.C. 3313.669 related to the District's ~~() participation in the SaferOH tip line~~ (X) use of an anonymous reporting program **[END OF OPTIONS]**.

~~[] The Board authorizes the Superintendent to determine whether to designate a student led violence prevention club for each school building in the District serving grades six (6) through twelve (12). If a student led violence club is established in a building, it shall (1) be open to all members of the student body; (2) have at least one (1) identified adult advisor; (3) implement and sustain suicide and violence prevention and social inclusion training and awareness activities in a manner consistent with R.C. 3301.221; and (4) foster opportunities for student leadership development.~~

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

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

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

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

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

- A. identifying team participants by position and role;
- B. requiring team participants to undergo appropriate training;
- C. defining the nature and extent of behavior or communication that would trigger a threat assessment and/or action pursuant to a threat assessment, including the threshold for law enforcement;
- D. establishing assessment procedures that include practices for maintaining documentation, identifying sources of information, reviewing records, and conducting interviews; ~~defining the types of information that may be gathered during the assessment;~~
- E. stating when and how parents/guardians of the student making the threat shall be notified and involved;
- F. designating the individuals (by position) who are responsible for gathering and investigating information;
- G. identifying the steps and procedures to be followed from initiation to conclusion of the threat assessment inquiry or investigation;
- H. ~~identifying risk management options (e.g., interventions and supports, and the imposition of disciplinary consequences, as appropriate) to enact once an assessment is complete, including creating an individualized management plan to mitigate identified risks;~~
- I. creating and promoting a safe school climate built on a culture of safety, respect, trust, and emotional support, and one that encourages communication and empowers students to share their concerns;
- J. providing training for all stakeholders, including school personnel, students, parents/guardians, and law enforcement (as applicable).

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

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

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

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

Safe and Drug-Free Schools

As a part of the EMP, the Board shall verify that it has procedures in place for keeping schools safe and drug-free that include (see also, Form 8330 F15 entitled Checklist of Policies and Guidelines Addressing Safe and Drug-Free Schools):

- A. appropriate and effective school discipline policies that prohibit disorderly conduct, the illegal possession of weapons, and the illegal use, possession, distribution, and sale of tobacco, alcohol, and other drugs by students;
- B. security procedures at school and while students are on the way to and from school;
- C. prevention activities that are designed to maintain safe, disciplined, and drug-free environments;
- D. a code of conduct or policy for all students that clearly states the responsibilities of students, teachers, and administrators in maintaining a classroom environment that:
 - 1. allows a teacher to communicate effectively to all students in the class;
 - 2. allows all students in the class the opportunity to learn;
 - 3. has consequences that are fair, and developmentally appropriate;
 - 4. considers the student and the circumstances of the situation; and
 - 5. is enforced accordingly.

Persistently Dangerous Schools

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

Pursuant to the Board's stated intent to provide a safe school environment, the school administrators are expected to respond appropriately to any and all violations of the Student Code of Conduct, especially those of a serious, violent nature. In any year where the number of reportable incidents of violent criminal offenses in any school exceed the threshold number established in State policy, the Superintendent shall **[CHOOSE ONE (1) OF THE FOLLOWING OPTIONS]**

~~() discuss this at the annual meeting for the purpose of reviewing the EMP so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year.~~

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

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

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

In addition, the Superintendent shall **[CHOOSE ONE (1) OF THE FOLLOWING OPTIONS]**

~~() discuss the school's designation as a persistently dangerous school at the annual meeting for the purpose of reviewing the EMP so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year.~~

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

~~[] If a school in a neighboring district is identified as persistently dangerous and there is not another school in that district, the District will admit students from that school in accordance with Board Policy 5113.02.~~

Victims of Violent Crime

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

A.C. ~~3301.5-01~~, **4501:5-1-01**

R.C. ~~3313.536~~, **3313.669, 3313.6610, 3313.6611, 5502.262, 5502.263**

Ohio Department of Public Safety - Model Threat Assessment Plan

Title IX, Section 9532 of the Elementary and Secondary Education Act, as amended

20 U.S.C. 6301 et seq.

Public Law 107-110

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Legal	A.C. 4501:5-1-01
	R.C. 3313.669, 3313.6610, 3313.6611, 5502.262, 5502.263
	20 U.S.C. 6301 et seq.
	Ohio Department of Public Safety - Model Threat Assessment Plan
	Public Law 107-110
	Title IX, Section 9532 of the Elementary and Secondary Education Act, as amended

Book	Policy Manual
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Title	Vol. 41, No. 2 - January 2023 Revised EMERGENCY SITUATIONS AT SCHOOLS
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Revised Policy - Vol. 41, No. 2

8420 - EMERGENCY SITUATIONS AT SCHOOLS

The Board of Education is committed to providing a safe learning and work environment. Unfortunately, **emergency situations** ~~natural and man-made disasters~~ do occur. Such emergencies are best met by preparedness and planning.

The Board directs that a system of emergency preparedness be developed that addresses the following goals and/or objectives:

- A. **(X)** the health and safety of students and staff are safeguarded
- B. **(X)** the time necessary for instructional purposes is not unduly diverted
- C. **(X)** minimum disruption to the educational program occurs
- D. **(X)** students are helped to learn self-reliance and trained to respond sensibly to emergency situations

All threats to the safety of District facilities shall be identified by appropriate personnel and responded to promptly in accordance with the **applicable Emergency Management Plan (EMP)**. ~~plan for emergency preparedness.~~

The Board also directs that fire, tornado, and school safety drills be conducted during the school year in accordance with State law.

Fire drills or rapid dismissals shall be conducted **no less than** six (6) times a school year at the times and frequency prescribed by the State Fire Marshal with the first **emergency evacuation** ~~fire~~ drill being conducted within ten (10) days of the beginning of classes. However, no fire drills are required to be conducted in any month that a school safety drill is conducted. Tornado drills shall be conducted **at least once a month on a regular basis** during the tornado season (i.e., from April 1 to July 31) when school is in session. ~~in the spring.~~ Times and frequencies of drills must be varied. **()** ~~The Principal shall verify the school building's doors and exits are unlocked during school hours.~~ **[DRAFTING NOTE: Inclusion of this language is optional, but it is an accurate reflection of state law — R.C. 3737.73 which states: "In the case of schools, no principal or person in charge of a school shall willfully neglect to keep the doors and exits of such building unlocked during school hours." This pertains to the doors and exits being unlocked from the inside, not the outside.]**

In conjunction with fire drills or rapid dismissals, the Principal shall instruct students on safety precautions to be taken in the case of a tornado alert or warning and shall designate appropriate locations to be used to shelter students in case of a tornado, tornado alert, or warning.

~~[DRAFTING Note: If a school does not have smoke detectors or a sprinkler system, fire drills or rapid dismissals must be conducted a minimum of continue to be conducted nine (9) times a school year. Such drills, however, may be combined with the three (3) required school safety drills, so long as at least one (1) school safety drill provides students with instruction in the procedures to follow in situations where students must be secured in the school building rather than rapidly evacuated (discussed below).]~~

School safety drills shall be conducted at least three (3) times during each school year. During the school safety drills, students must be instructed in the appropriate procedures to follow in situations where students must be secured in their building or rapidly evacuated in response to:

- A. a threat to the school involving terrorism;
- B. a person in possession of a deadly weapon or dangerous ordnance on school property; and
- C. other acts of violence.

At least one (1) safety drill shall include a scenario where students must be secured in the school building rather than rapidly evacuated.

School safety drills (including drills and theoretical drills) shall be conducted in conjunction with the District's emergency management plan.

The Principal must conduct at least one (1) drill or rapid dismissal or one (1) school safety drill during each month of the school year. A drill or rapid dismissal may be conducted during the same month as a school safety drill. All building occupants must participate in the drill.

Additionally, the Principal shall conduct a theoretical school safety drill at least once during the school year to provide instruction to school faculty and staff regarding procedures to be followed in such situations. The theoretical drill does not need to include student participation and may be conducted at the required annual employee school safety drill training session.

Each safety drill shall be conducted in conjunction with law enforcement officials.

Prior to conducting the annual school safety drills, each Principal shall:

- A. provide advance written notice of each school safety drill (actual and theoretical) to the municipal or township police chief or other chief law enforcement officer (or in the absence of such officer, the county sheriff);

Such notice shall be provided no later than seventy-two (72) hours prior to the date the drill will be held, be sent by mail, facsimile, or electronic submission, and include the address of the school and the date and time the drill will be conducted.

- B. provide follow-up written certification of the date and time the drill was conducted during the previous school year, as well as the date and time each drill will be conducted during the current school year, to the municipal or township police chief or other chief law enforcement officer (or in the absence of such officer, the county sheriff);

The certification must be submitted by mail, facsimile, or electronically by December 5th of each calendar year.

- C. hold annual training sessions for school employees regarding the procedures to follow during school safety drills.

Each Principal shall keep a written record of the date and time of each drill conducted. The Principal shall file a copy of any required fire drill records with the State Fire Marshall and, as applicable, the firefighting agency having jurisdiction to conduct inspections of the school building.

Procedures shall be developed for the handling of all emergency evacuations.

A.C. 1301:7-7-01, 1301:7-7-04, ~~3301:5-01~~ 4501:5-1-01
R.C. 3737.73

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Legal A.C. 1301:7-7-01, 1301:7-7-04, 4501:5-1-01
R.C. 3737.73

Book	Policy Manual
Section	Ready for Production April 2023
Title	Vol. 41, No. 2 - January 2023 Revised STUDENT ABUSE AND NEGLECT
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Status	
Adopted	November 19, 2007
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Revised Policy - Vol. 41, No. 2

8462 - STUDENT ABUSE AND NEGLECT

The Board of Education is concerned with the physical and mental well-being of the students of this District and will cooperate in the identification and reporting of cases of child abuse or neglect in accordance with law.

Every Board official and employee who, in connection with ~~his/her~~their position, knows or suspects child abuse or neglect must immediately report that knowledge or suspicion to a public children's services or local law enforcement agency. Such reporting is required in every case that reasonably indicates that a child under the age of eighteen (18) or a physically or mentally disabled child under the age of twenty-one (21) has been abused (physically or mentally) or neglected or faces the threat of being abused or neglected.

[X] The Board official and employee making the report shall also notify the appropriate administrator according to the District's Reporting Procedure for Student Abuse or Neglect **(X)** and shall secure prompt medical attention to any such injuries reported **[END OF OPTION]**.

Each Principal should be mindful of the possibility of physical or mental abuse being inflicted on a student by an employee. Any such instances, whether real or alleged, should be dealt with in accordance with the administrative guidelines established by the Superintendent. Board officials and employees must report suspected abuse to a public children's services or local law enforcement agency even when the suspected abuser is another official or employee.

The identity of the reporting person shall be confidential, subject only to disclosure by consent or court order. Information concerning alleged child abuse of a student is confidential information and is not to be shared with any unauthorized person. A staff member who violates this policy may be subject to disciplinary action and/or civil and/or criminal penalties.

In accordance with law, the Board will provide appropriate instruction on personal safety and assault prevention to all students in grades K-6, and also will provide developmentally appropriate instruction in child sexual abuse prevention to all students in grades K-6 ~~() annually~~. Instruction for students in grades seven (7) through twelve (12) will include developmentally appropriate instruction in sexual violence prevention education. The parents/guardians of students who receive instruction related to dating violence prevention and sexual violence prevention will be notified that it is required curriculum, that they may examine the instructional materials upon request, and that a student may be excused from the instruction at the parent's/guardian's written request.

In addition, the Superintendent shall provide a program of in-service education for all nurses, teachers, counselors, school psychologists, mental health providers, and administrators who work in the District's elementary, middle, and high schools and any other personnel that the Board determines appropriate. The in-service education program will include school safety, violence prevention including human trafficking content, youth suicide awareness, and prevention, prevention of child abuse, substance abuse, promotion of positive youth development, and a review of Policy 5517.01 - Bullying and Other Forms of Aggressive Behavior. The program shall include training on child sexual abuse prevention presented by law enforcement officers or prosecutors who have experience in handling cases involving child sexual abuse or child sexual violence.

The Board shall adopt or adapt an evidence-based awareness and prevention curriculum approved by the Ohio Department of Education (ODE), or alternatively will utilize a suicide awareness and prevention curriculum that has been developed in consultation with public or private agencies/persons involved in youth suicide awareness and prevention and that has been approved by the ODE.

The in-service education provided to middle and high school employees shall include training in the prevention of dating violence.

All newly-employed mental health providers, nurses, teachers, counselors, school psychologists, and administrators who work in the District's elementary, middle, and high schools shall complete at least four (4) hours of in-service training within two (2) years of the date of employment.

Additional training must occur every two (2) years thereafter for suicide awareness and prevention, and every five (5) years thereafter for school safety, violence prevention, prevention of child abuse, prevention of substance abuse and promotion of positive youth development.

The District shall be registered with the SaferOH tip line operated by the Department of Public Safety, or shall enter into an agreement with an anonymous reporting program selected by the Board that meets the requirements set forth in law (R.C. 3313.6610).

The District shall submit data to the Ohio Department of Education (ODE), in a manner prescribed by the Department, and to the Department of Public Safety at the end of the first full school year of the District's participation in the anonymous reporting program, and at the end of each school year thereafter, disaggregated by the school.

The data shall be considered records and are not public records under R.C. 149.433.

The Superintendent will promote and inform students about the selected program and its reporting methods.

A law enforcement officer or children's services agency investigating child abuse or neglect may interview a student on school grounds only in accordance with Board Policy 5540.

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Legal R.C. 149.433, 2151.421, 3313.60, 3313.6610, 3319.073, 3319.321
20 U.S.C. 1232g

Book	Policy Manual
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Status	
Adopted	November 19, 2007
Last Revised	October 10, 2022

Revised Policy - Vol. 41, No. 2

9160 - PUBLIC ATTENDANCE AT SCHOOL EVENTS

The Board of Education welcomes and encourages members of the community to attend athletic and other public events held by the schools in the District. Due to the need to maintain order and preserve the facilities of the District during the conduct of such events, the Board retains the right to bar the attendance of or remove any person whose conduct may constitute a disruption at a school event. School administrators are expected to call law enforcement officials if a person violates posted regulations or does not leave school property when reasonably requested. In accordance with Board Policy 7440 and ~~AC 7440B~~, administrators may use metal detectors and other devices to protect the safety and well-being of participants and visitors.

[**X**] No alcoholic beverage or other controlled substance may be possessed, consumed, or distributed ~~(-) at any function sponsored by the District~~ **(X)** at any function occurring on Board property. ~~[END OF OPTIONS]~~.

[**X**] Raffles and similar forms of fund-raising by District-related organizations may be permitted by the Superintendent in accordance with Policy 9211 - District Support Organizations and Policy 9700 - Relations with Special Interest Groups. **[END OF OPTION]**

No qualified person with a disability will, because the District's facilities are inaccessible to or unusable by persons with disabilities, be denied the benefits of, be excluded from participation in, or otherwise be subjected to discrimination under any program or activity to which Section 504/ADA applies.

For facilities constructed or altered after June 3, 1977, the District will comply with applicable accessibility standards. For those existing facilities constructed prior to June 3, 1977, the District is committed to operating its programs and activities so that they are readily accessible to persons with disabilities. This includes, but is not limited to, providing accommodations to parents/guardians with disabilities who desire access to their child's educational program or meetings pertinent thereto.

If a student or adult is asked to leave or is removed from a school event, no admission fees shall be refunded.

Individuals with disabilities shall have an equal opportunity to purchase tickets for events that have been sanctioned or approved by the Board in accordance with the provisions of the Americans with Disabilities Act, as amended.

Further, in accordance with the provisions of the Americans with Disabilities Act, as amended, the Board shall permit individuals with disabilities to be accompanied by their service animals in all areas of the District's facilities where members of the public, as participants in services, programs or activities, or as invitees, are allowed to go. (See Policy 8390)

Smoking and/or the use of tobacco and/or tobacco substitute products is prohibited at any time within any enclosed facility owned, ~~or~~ leased, or contracted for by the Board, and in areas directly or indirectly under the control of the Board immediately adjacent to locations of ingress or egress to such facilities. For purposes of this policy, "use of tobacco" means to chew or maintain any substance containing tobacco, including smokeless tobacco, in the mouth to derive the effects of tobacco, as well as all uses of tobacco, or tobacco substitutes, including cigars, cigarettes, pipe tobacco, chewing tobacco, snuff, any other matter or substances that contain tobacco or nicotine (including synthetic nicotine), in addition to papers used to roll cigarettes, and/or smoking of electronic, "vapor," or other substitute forms of cigarettes, clove cigarettes, and any other smoking devices for burning tobacco or any other substances (See Policy 7434).

Such prohibition also applies to:

- ~~(-) school grounds,~~
-
- ~~(-) any school-related event,~~
-
- ~~(-) except at designated times~~

(X) and in designated areas as defined in statute and by Ohio's Smoke-Free Workplace Program.

[END OF OPTIONS]

The Board is aware of the increasing desire of many parents/**guardians** and other members of an audience to make audio and/or video recordings of school events.

Such recordings can be made by parents/**guardians** or other members of the audience without restriction if the performance is not of copyrighted material. However, if the performance is of copyrighted material, a recording can be made if the appropriate license authorizing such a recording has been secured in advance by the District. If the performance is of copyrighted material and the necessary license has not been secured in advance by the District, the audience shall be advised before the performance begins that audio and/or video recordings that will be re-broadcast or distributed in any way, such as posting on the internet, are prohibited.

The Board authorizes the Superintendent to establish rules and procedures governing the use of nondistrict audio/visual recording equipment at any District-sponsored event or activity. Such rules are to be distributed in such a manner that members of the audience who wish to record the event are aware of the rules early enough to make proper arrangements to obtain their recordings without causing delay or disruption to an activity.

Any person or organization seeking to film students or a school activity which is not a public event must obtain prior permission from the Superintendent.

All notices, signs, schedules, and other communications about school events must contain the following statement:

"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."

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Legal	R.C. 955.43, 1716.02, 1716.03
	28 C.F.R. Part 35
	29 U.S.C. 794, Section 504 of the Rehabilitation Act of 1973, as amended
	34 C.F.R. Part 104
	42 U.S. C. 12101 et seq., Americans with Disabilities Act of 1990, as amended

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Revised Guideline - Vol. 41, No. 2

2271 - COLLEGE CREDIT PLUS PROGRAM

The following guidelines are established in accordance with Board of Education policy and the rules of the State Department of Education.

Each year, prior to February 1st, the District shall provide information regarding the College Credit Plus Program to the students currently enrolled in grades six (6) through eleven (11) and to their parents/~~guardians~~ (Form 2271 F6). This information should be provided through multiple and easily accessible resources, including, but not limited to, the District's website, student assemblies, written communications to students (either electronically or through hard copy), and joint communication events with institutions of higher education.

The institutions of higher education (IHE) to which the College Credit Plus Program applies are: both public colleges as defined in R.C. 3365.01 and participating private colleges as defined in R.C. 3365.01.

All courses offered under the College Credit Plus Program must be the same courses included in the partnering IHE's course catalogue for college-level, nonremedial courses, and must apply to at least one (1) degree or professional certification at the partnering college or university.

All instructors teaching a course under the College Credit Plus Program must meet the credential requirements set forth in guidelines and procedures established by the ~~chancellor~~ **Chancellor** of the Ohio Board of Regents. If the guidelines require high school teachers to take any additional graduate-level coursework in order to meet the credential requirements, that coursework will be applicable to continuing education and professional development requirements for the renewal of the teacher's educator license. For high school teachers that are teaching courses for the college at a secondary school under the College Credit Plus Program, the participating IHE will provide at least one (1) professional development session per school year for such teachers and conduct at least one (1) classroom observation per school year for each course that is authorized by the college and taught by a high school teacher to verify that the course meets the quality of a college-level course.

Eligibility (see Form 2271 F2 and Form 2271 F3)

- A. Students must be bona fide seventh graders, eighth graders, freshmen, sophomores, juniors, or seniors for the year in which participation is sought. In addition, the student must meet the standards for admission, enrollment, and course placement of the IHE and relevant academic programs.
- B. Students must satisfy one (1) of the following criteria:
 1. be remediation-free in one (1) of the assessments established under R.C. 3345.061(F) (i.e., uniform statewide standards in mathematics, science, reading, and writing established by college presidents); or
 2. ~~Meet~~ **meet** an alternative remediation-free eligibility option as defined by the Chancellor of Higher Education in consultation with the ~~Superintendent of Public Instruction~~ **superintendent of public instruction**.

Students who participated in the College Credit Plus program before September 30, 2021, and who qualified to participate in accordance with prior law by scoring within one (1) standard error of measurement below the remediation-free threshold for one (1) of the required assessments and having a cumulative high school grade point average of at least 3.0, or alternatively

receiving a recommendation from a school counselor, principal, or career--technical program advisor, may remain eligible to participate.

- C. (**X**) A student who has been expelled by this Board is ineligible to enroll during the period of expulsion. The Board ~~() shall ()~~ **(X)** may ~~[END OF OPTION]~~ deny high school credit for the College Credit Plus Program, any portion of which ~~are~~ is taken during the period of a student's expulsion. If the student has elected to receive both high school and college credit, that election is automatically revoked for all college courses in which the student enrolled during the college term in which the expulsion is imposed.
- D. In addition, under Federal and State law, male students, who are eighteen (18) years of age or older and who are classified as an Ohio resident by the public college or university they are attending through the College Credit Plus Program, are required to be registered with the Selective Service System. Participating male students are required to provide their Selective Service number to the public college or university within thirty (30) days of their 18th birthday. If such students do not submit their Selective Service number, they will not be considered a College Credit Plus participant for that current semester or term and will be responsible for any tuition, textbooks, or fees associated with the classes for which they are enrolled.

Students participating in the College Credit Plus Program must elect at the time of enrollment in each course whether ~~s/he~~ the student is enrolling under **OPTION #1** or **OPTION #2** as outlined below:

OPTION #1: The student is responsible for all tuition, textbooks, materials, and fees associated with the course, and must choose whether to receive only college credit, or high school and college credit for the course; or

OPTION #2: The student will have the participating college reimbursed by the Ohio Department of Education for all tuition, textbooks, materials, and fees associated with the course, and the student will receive both college credit and high school credit for the course.

During the time a student attends a course under **OPTION #1**, the student is not considered attending or enrolled in school anywhere. During the time a student attends a course under **OPTION #2**, the student is considered attending or enrolled in the District.

A student may not enroll in courses to receive credit toward high school graduation for more than the equivalent of:

- A. four (4) academic school years, if the student so enrolls for the first time in grade nine (9);
- B. three (3) academic school years, if the student so enrolls for the first time in grade ten (10);
- C. two (2) academic school years, if the student so enrolls for the first time in grade eleven (11);
- D. one (1) academic school year, if the student so enrolls for the first time in grade twelve (12).

Enrollment

- A. By April 1st of each year, a student or ~~his/her~~ the student's parent must complete and submit the Letter of Intent to Participate in College Credit Plus Program (Form 2271 F1) to the Principal which signifies the student's intent to participate in the program for the following school year. Prior to completing this form, the student and ~~his/her~~ the student's parents/guardians must participate in the special counseling sessions described below and confirm receipt of these counseling services by signing the Statement of Responsibility (Form 2271 F7).
- B. Failure to meet this deadline shall exclude the student from the program for that school year unless written consent is granted by the Principal and the Principal notifies the Department of Education of the student's intent to participate within ten (10) days of the date the student seeks consent. If the Principal does not grant consent, the student may appeal the Principal's decision to the Superintendent. The decision of the Superintendent is final. Participation may be withdrawn by the student or parent at any time upon written notification to the high school administration.
- C. Students must identify which credit option, either **OPTION #1** or **OPTION #2** above, they wish to pursue prior to the start of the first class session of the fall quarter or semester at the college. Once the first class session of the fall term has been held, the student may not change the option selected during the period of that school year, regardless of the number of courses taken.

Expulsion Notices to IHE

When a student is expelled, the Superintendent will send a written notice to any IHE in which the expelled student is enrolled under a College Credit Plus Program at the time the expulsion is imposed. This notice must indicate the date the expulsion is scheduled to expire and that the Board has adopted a policy under R.C. 3313.613 to deny high school credit for college courses taken during an expulsion. If the expulsion is later extended, the Superintendent again must notify the IHE.

Annual Information Session

The District will schedule at least one (1) informational session per school year to allow each partnering IHE that is located within thirty (30) miles of the school to meet with interested students and parents/guardians. The session will include the benefits and consequences of participation, as well as information concerning eligible courses, and will outline any changes or additions to the requirements of the program. The session will also include information concerning the probation, dismissal, and appeal procedures for underperforming and ineligible students as set forth in Board policy. If there are no partnering IHEs located within thirty (30) miles of the school, the District will coordinate with the closest partnering college to offer an informational session. Multiple high schools within a district and multiple districts may participate together in a combined event, as long as in each instance, parents/guardians and students have an opportunity to interact with a representative of, and receive information from, each participating College Credit Plus Program institution and their secondary school, so they will understand their College Credit Plus Program opportunities.

Program Requirements

Students can choose to enroll in (1) courses taught at the college or university, (2) online courses, if available, or (3) College Credit Plus Program courses taught within the District, if available, or in a combination of the three (3). All students who have enrolled in the IHE under the College Credit Plus Program must be assessed with the same standard of achievement and held to the same grading standards, regardless of where the course is delivered.

For College Credit Plus Program classes taught within the District, such classrooms will consist of students who all follow the same course syllabus, use the same textbook and materials, aspire to achieve the same learning outcomes, and are assessed using the same methods as the college course delivered on the college campus. A District student who is not enrolled in the IHE, but who is in the College Credit Plus Program classroom must, along with the student's parents/guardians, be provided written notice (Form 2271 F5) stating the student is not earning college credit and would likely be required to retake the course upon enrollment at an institution of higher education if college credit is desired.

The District will verify that none of its students participating in the College Credit Plus Program is taking more than thirty (30) college credit hours during an academic year and not more than the equivalent of four (4) academic years or 120 college credit hours total through the College Credit Plus Program.

The District will determine the number of college credits a student earned through the College Credit Plus Program by using the following calculation:

- A. Take the number of high school units scheduled by the District for which the student receives only high school credit, then multiply that number by three (3), and then subtract the result from thirty (30). The resulting number shall be the total number of college credits a student participant may earn under the College Credit Plus Program in an academic year.

OR

- B. Under the College Credit Plus Program, postsecondary quarter hours are equal to .67 semester hours rounded to the nearest whole number.

The District will determine the amount of high school credit earned through participation in the College Credit Plus Program by using the following calculation:

- A. A College Credit Plus Program course transcribing three (3) or more semester credit hours shall count as one (1) full high school unit.

OR

- B. A College Credit Plus Program course transcribing less than three (3) semester hours shall count as the proportional fraction of a high school unit.

The District will ensure that enrollment in a College Credit Plus Program course for which an end-of-course examination is required under Section 3301.0712 of the Ohio Revised Code does not circumvent the participating student's obligation to take the required end-of-course examination.

Course Eligibility

A student participating in the College Credit Plus Program shall complete fifteen (15) semester credit hours of Level I courses that may be applied toward a certificate or degree prior to taking a Level II course, except as follows:

- A. A student may take a Level II course in the same subject prior to completing the required fifteen (15) semester credit hours upon successful completion of a Level I course.
- B. A student may take a Level II course that has a Level I course as a prerequisite if the student, in accordance with the course placement guidelines of the IHE in which the student enrolls, has demonstrated by an assessment or other means that the student is academically prepared for the course.
- C. A student may count an advanced placement course or international baccalaureate diploma course completed in the District toward the fifteen (15) semester credit hours of courses with evidence that the student attained the required score on an examination covering the coursework. In the case of an advanced placement course, the required score shall be the passing score set forth in the standards adopted under R.C. 3333.163. In the case of an international baccalaureate diploma course, the required score shall be the passing score specified by the IHE in which the student enrolls that the IHE considers sufficient to award college credit for the course.

After successfully completing fifteen (15) semester credit hours as set forth above, the student may enroll in a Level II course that may be applied toward a certificate or degree.

Non-Allowable Courses

- A. an applied course that involves one-on-one private instruction such as instruction in instrumental music, voice, or art;
- B. a course for which the fees (as defined in the rules and R.C. 3345.49) exceed an amount established by the ~~chancellor~~Chancellor of the Ohio Board of Regents;
- C. a study abroad course or similar course;
- D. a physical education course;
- E. a course that is graded on a pass/fail or satisfactory/unsatisfactory basis rather than using letter grades, with the exception of an internship course;

This section does not apply to a transferable course that is graded on a pass/fail basis for all students not participating in the College Credit Plus Program.

- F. a remedial or non-college-level course as prohibited by R.C. 3365.02;
- G. a sectarian course as prohibited by R.C. 3365.02.

If a non-allowable course as set forth above is a part of a predetermined pathway or required sequence of courses leading to a certificate or degree, an IHE, on behalf of one (1) or more students who are enrolled in the IHE through the College Credit Plus Program and have shown progress on that pathway or sequence of courses through their previous coursework, may request the ~~chancellor~~Chancellor of the Ohio Board of Regents to allow payment for the course under R.C. 3365.07.

Notifications

Upon receipt of a student's pre-term notice of admission, the District shall verify that the student is enrolled in an appropriate level of course as defined in the course eligibility rules adopted by the Department of Education. If the student is not enrolled in an appropriate level of course, the District shall notify the student and the student's parents/guardians that the student must either withdraw from the course prior to the IHE's prescribed no-fault waiver date or pay all tuition, fees, and textbook costs for the course.

The District will work with each IHE in which the District's students are enrolled under the College Credit Plus Program to verify that the required notifications concerning course eligibility are provided to students.

Children of Military Families

Children of military families participating in a College Credit Plus Program, who must withdraw from the program because of a parent's or guardian's permanent change of station order out of the state to transition from one military installation to another, shall be permitted to do either of the following:

- A. complete participation in the course the student is taking through the College Credit Plus Program for the duration of the semester in which the student is enrolled in an online format, if possible; or
- B. withdraw from the course the student is taking through the College Credit Plus Program without academic or financial penalty.

Home-Schooled Students

Any home-schooled student participating in the College Credit Plus Program shall be required to comply with the course eligibility rules adopted by the Department of Education. The student's parents/**guardians**, however, shall be responsible for verifying that the student is enrolled in an appropriate level of course as defined in the course eligibility rules adopted by the Department of Education and that the student is not enrolled in a non-allowable course.

Development of Model Course Pathways

The District will develop, in consultation with at least one (1) public partnering college or university, two (2) model pathways for courses offered under the College Credit Plus Program. The model pathways will serve as samples of the courses that a student can take toward a specified degree or certificate. One (1) of the model pathways will be a fifteen (15) credit hour pathway and one (1) will be a thirty (30) credit hour pathway. Each pathway shall include courses which, once completed, all apply to at least one (1) degree or professional certification offered at the IHE. The pathways may be organized by desired major or career path or may include various core courses required for a degree or professional certification by the IHE. The Board will publish the pathways among the school's official list of course offerings.

Counseling Services (see Form 2271 F4)

The student and parents/**guardians** must participate in the following counseling services provided by the District. The counseling session may be incorporated into the annual information session provided the District makes alternative dates available for those unable to attend the annual information session. If the counseling session is held separately from the informational session, it will include information concerning the probation, dismissal, and appeal procedures for underperforming and ineligible students as set forth in Board policy, as well as information concerning eligible courses. At the session, students will receive a copy of a permission slip regarding the potential for exposure to mature subject matters/materials in a **College Credit Plus** ~~college credit plus~~ course, which must be completed with the student's application.

Program Eligibility and Credit Options

Potential Risks and Consequences

Among the potential risks of participation the student must be willing to accept are:

- A. increased student responsibility for learning because of less instructional guidance;
- B. reduced opportunities to participate in high school co-curricular and extra-curricular activities;
- C. increased financial obligations for tuition, books, materials, and fees, if college credit only is sought;
- D. potential loss of after-school employment opportunities;
- E. possible effect on grade point average and class standing;
- F. possible delay of graduation;
- G. increased time for travel, study, etc.;
- H. exposure to mature subject matter and materials, including those of a graphic, explicit, violent, or sexual nature that will not be modified because of the student's participation.

Potential benefits are:

- A. expanded curriculum offerings;
- B. opportunities to study in more depth those areas of special interest or need;

- C. opportunities to earn college credits while still in high school;
- D. opportunities for financial support for taking college courses while still in high school;
- E. opportunities to experience college-level work and life prior to making final decisions about whether and/or where to attend college.

College Acceptance and Scheduling

Participation is contingent upon admission to the IHE. The District will assist the student in gaining admission by providing transcripts and other related documents but will accept no responsibility if the student is not accepted by the IHE. Students who are awaiting acceptance should register for District classes as if they were not participating in the program. Schedule changes will then be made prior to the start of each semester for those students who receive notice of admission which must be provided by the IHE, in writing, to the student, the District, and the Department of Education within ten (10) days of acceptance.

Participating Institutions of Higher Education

The District will maintain a list of all IHEs that currently participate in the program.

- A. In the event that the student withdraws from the college class for high school credit within the first two (2) weeks of the college course, the student will be re-enrolled in the high school class(es) that were previously dropped.
- B. Reasonable efforts will be made in scheduling to accommodate the needs of students who will be leaving the school campus in order to participate in this program. However, scheduling conflicts are not the responsibility of the District. Revising the master schedule and/or unduly overloading classes are not required in order to accommodate schedule requests.

Financial Arrangements

Students who elect to take the college course for college credit only will have the financial responsibility for tuition, textbooks, materials, and fees. The Board accepts no financial responsibility for those students who will be paying for their own tuition, fees, or textbooks. Those arrangements are between the college and the student and/or his/her the student's parents/guardians.

Students assume no financial obligations if they elect to take the college course for college and high school credit. Tuition, textbooks, materials, and fees are assumed by the Board. Should students fail to complete a course taken for credit (whether through a formal class drop process or through nonattendance reasons other than those normally accepted by the school administration), any and all financial obligations assumed by the Board will default to the students and their parents/guardians.

Unless the student was expelled by the school, the Superintendent or chief administrator will not seek reimbursement from a participant or a participant's parent if the participant is identified as economically disadvantaged according to rules adopted by the Department of Education and these guidelines.

Process for Granting Academic Credits

When students elect to receive high school credit for college courses, credit will be awarded for successful completion of courses in accordance with the following guidelines:

- A. (**X**) The Principal shall require the student to submit a course syllabus or detailed description of each college course taken so that a comparison can be made with existing high school courses.
- B. (**X**) If the Principal determines that the college course is comparable to one (1) offered by the high school, the equivalent high school credit shall be granted.
- C. (**X**) If the Principal determines that the college course is not comparable to one (1) offered by the high school, credit shall be granted in a subject area similar to that taken by the student at the college.
- D. (**X**) In the event that the student or parents/guardians contest the credit, the Superintendent shall determine the appropriate credit. The Superintendent's decision may be appealed to the Ohio Department of Education, whose decision in the matter shall be final and binding.
- E. (**X**) Students who enroll in a college course for both high school and college credit will receive on their high school transcript the grade issued by the college. While the course will be clearly designated on transcripts as a college course taken for high school credit, the grade will be computed in the grade point average as if issued by the high school faculty.

- F. (**X**) If a student is expelled from the District's schools, the Principal ~~() shall~~ (**X**) may ~~[END-OF-OPTION]~~ deny high school credit for any College Credit Plus Program courses taken during the expulsion.
- G. (**X**) If a college withdraws its acceptance of an expelled student who elected to take courses for high school credit only, the District shall not award high school credit for the college courses in which the student was enrolled at the time the college withdrew its acceptance.
- H. (**X**) The policy for awarding grades and the calculation of class standing for College Credit Plus Program courses shall not disadvantage students who choose to participate in the College Credit Plus Program rather than in other advanced standing programs. All courses within the same academic subject area will provide the same value for all advanced standing courses, including the College Credit Plus Program, advanced placement, international baccalaureate, and honor courses.

Criteria for Transportation Aid

All students participating in the College Credit Plus Program will be responsible for their transportation to and from their homes and the college or to and from the ~~District~~ school and the college.

If the District provides transportation to its students in grades eleven (11) and twelve (12), the parent of a student participating in College Credit Plus may apply to the Board for full or partial reimbursement for the necessary costs of transporting the student between the secondary school the student attends and the IHE in which the student is enrolled.

Available Student Services

Students enrolled in the College Credit Plus Program will be entitled to all student services provided to any other of the District's school students (counseling, health, etc.). However, these services will be provided only while the students are on the school campus and only upon request. It is also the students' responsibility to keep themselves informed of academic and other requirements for all students who attend the school.

Consequences of Failing or Not Completing a Course

- A. If students withdraw from the college course(s) within the first two (2) weeks of the course, they will be rescheduled for the appropriate District course(s), and no record of the college course will appear on the transcript. However, if students withdraw from the college course(s) after two (2) weeks of the classes, the course will appear on the transcript and will carry a grade of Withdrawn/Failing, which will be computed in the same manner as a failing grade on the high school transcript.
- B. Any course taken for high school credit at an IHE and completed (or recorded as Withdrawn/Failing) will be clearly identified on the transcript along with the name of the IHE where the work was undertaken.

Effect on Completion of Graduation Requirements

Students may use college courses for credit toward high school graduation. However, it is the responsibility of participating students and parents/guardians to be sure that the courses undertaken will meet the graduation requirements for the students. Upon acceptance by the IHE, students should schedule an appointment with a high school counselor to develop a written schedule showing courses to be taken at the high school and at the IHE, as well as all graduation requirements remaining to be met. No high school graduation requirements shall be waived for any student as a result of participation in this program.

Academic and Social Responsibilities of Students and Parents/Guardians

- A. When attending either regular classes or co-curricular/extra-curricular activities at the high school, students participating in this program will be expected to abide by all Board policies and the Student Code of Conduct. Students and their parents/guardians assume all responsibility and liability related to attendance at an IHE and must agree to hold harmless the Board of Education, the administration, and the staff for any incidents arising out of participation in this program.
- B. Students must meet all requirements and standards established by the college and assume responsibility for attendance and behavior.

Information and Encouragement to Use College Counseling Services

The school counselors, during the individual counseling sessions, shall make available any information provided by the IHE concerning its counseling services. In addition, counselors should encourage students and their parents/guardians to utilize counseling services available at the college to better ensure successful completion of the college courses.

Grade Point Computation and Reporting of Grades

- A. For those college courses taken for high school credit, the grade for that course will be computed at the end of the next regular grading period at the high school following the receipt of an official transcript from the IHE. All grades to be entered on the high school transcript must be taken from an official transcript from the IHE. Should there be an urgent need for a letter grade, notification on official letterhead from the college instructor advising of the grade will be accepted to verify the grade.
- B. Eligibility for co-curricular and extra-curricular activities, in accordance with Board Policy 2430~~7~~ and Policy 2431~~7~~, will be affected if courses are taken for high school credit. ~~Students will be provided Form 2271-F2 and asked to have their instructor fill it out. This form should be submitted () weekly () bi weekly prior to the close of high school classes each _____.~~ Eligibility will be checked at the end of each college quarter or semester. A failing grade will result in an ineligibility for the next full school semester.
- C. The student and parents/~~guardians~~ must receive the standard packet of information for the College Credit Plus Program developed by the ~~Chancellor~~~~chancellor~~ of the Ohio Board of Regents pursuant to R.C. 3365.15.

Economically Disadvantaged Students

No student considered to be economically disadvantaged shall be charged for anything related to College Credit Plus Program participation.

A student will be considered economically disadvantaged for the purpose of the College Credit Plus Program participation if the student is either a member of a household that meets the income eligibility guidelines for free or reduced-price meals, less than or equal to 185% of Federal poverty guidelines under the provisions of the National School Lunch Act, 42 U.S.C. 1758, **or** a member of a household that participates in at least one (1) of the following programs:

- A. Medicaid;
- B. food stamps;
- C. supplementary security income (SSI);
- D. Federal public housing assistance or Section 8 (a Federal housing assistance program administered by the department of housing and urban development);
- E. low income home energy assistance program.

Once the District determines that a student is economically disadvantaged, any of the student's siblings who attend school within the District will automatically be considered economically disadvantaged by the District without the District collecting its own data on that family.

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Legal

A.C. 3333.1-65.13

R.C. 3313.613, 3345.32, 3365.01 through 3365.09

"Military Selective Service," 62 Stat. 604, 50 U.S.C. App. 453, as amended

Book	Administrative Guideline Manual
Section	Ready for Production April 2023
Title	Vol. 41, No. 2 - Technology Update - January 2023 Revised COLLECTION, CLASSIFICATION, RETENTION, ACCESS, AND SECURITY OF DISTRICT DATA/INFORMATION
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Status	
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Revised Guideline - Vol. 41, No. 2

8305 - COLLECTION, CLASSIFICATION, RETENTION, ACCESS, AND SECURITY OF DISTRICT DATA/INFORMATION

District Information & Technology Resources (see definition in Bylaw 0100) are some of the most valuable assets owned by a District. A District produces, collects, and uses many different types of data/information in fulfilling its mission. Laws and Board of Education policy mandate confidentiality and protection of certain types of data/information. District data/information shall be classified as Confidential, Controlled, or Published. Data/information will be considered Controlled until identified otherwise.

This ~~procedure will~~ **administrative guideline aims to** help District employees to classify any data/information created, stored, or transmitted by the District for the purposes of determining the level of protection required and applicable policies and laws.

This ~~procedure~~ **guideline** applies to all types of data/information:

- A. Electronic data/information.
- B. Data/information recorded on paper.
- C. Data/information shared orally, visually, or by other means.

For purposes of this procedure, "Published Data/Information" means data/information made available to the public through posting to public websites, or distribution through e-mail, social media, print publications, or other media. This includes data/information that can be disclosed without restriction, such as unrestricted directory information, District maps, syllabi and course materials, and meeting minutes.

"Controlled Data/Information" means data/information that is not generally created or made available for public consumption, but may be subject to release through a public records request or pursuant to another State or Federal law. This includes operational/business records, select personnel information (e.g., employees' salaries), District expenditures, and internal communications that do not contain Confidential Data/Information.

"Confidential Data/Information" means data/information that is exempt or must be protected from unauthorized disclosure or public release based on State and/or Federal laws or regulations or applicable legal agreements. This includes "protected health information" covered by HIPAA, student records as defined by FERPA and State law, Social Security numbers, credit/debit card information, security records, personal employee information, critical infrastructure information (e.g., physical plant detail, IT systems information, system passwords, security plans, etc.), and documents protected by attorney-client privilege.

Below is a summary of the minimum standard protection requirements for each category of data/information when being used or handled in a specific context (e.g., Confidential Data/Information sent in an e-mail message). These protection standards ~~are not intended to~~ **do not** supersede any regulatory or contractual requirements for handling data/information. Some specific data/information sets, such as student records data/information, credit/debit card data/information, healthcare data/information, and financial accounting data/information may have stricter requirements in addition to the minimum standard requirements listed below.

Published Data/Information:

When it comes to Published Data/Information, there are no protection requirements when it comes to:

- A. collecting/using it;
- B. granting access or sharing it, including disclosing it, publicly posting/**publishing** it, or electronically displaying it;
- C. exchanging it with third parties, services providers, cloud services, etc.;
- D. storing it on removable media (e.g., thumb drives, CDs, tapes, etc.);
- E. electronically transmitting it, including e-mailing it or sending it via other electronic messaging services/~~platforms~~**apps**;
- F. printing, mailing, or faxing it; and
- G. disposing of it (subject to the District's record retention policy, a litigation hold, and administrative guidelines).

With respect to public records requests, Published Data/Information can be readily provided upon request; however, individuals who receive a request must coordinate with District administration before providing the information.

When Published Data/Information is stored or processed in a server environment, and the server is connected to the District's network, the server must comply with Minimum Security Standards for Networked Devices. **This requirement also applies to Published Data/Information stored in the cloud (e.g., OneDrive, Google Drive, Dropbox, etc.).**

When Published Data/Information is stored or processed in an endpoint environment (e.g., **a personal communication device (PCD) (as defined in Bylaw 0100)**, ~~laptop, smartphone, desktop computer, tablet, etc.~~), the endpoint device, if connected to the District's network, must comply with Minimum Security Standards for Networked Devices.

Controlled Data/Information

When it comes to Controlled Data/Information, there are no protection requirements when it comes to:

- A. collecting or using it;
- B. storing it on removable media (e.g., thumb drives, CDs, tapes, etc.);
- C. electronically transmitting it, including e-mailing it or sending it via other electronic messaging services/~~platforms~~**apps**, except reasonable methods shall be used to ensure Controlled Data/Information is only included in messages to authorized individuals or individuals with legitimate ~~need-to-know~~**need-to-know access**;
- D. disposing of it (subject to the District's record retention policy, a litigation hold, and administrative guidelines).

When it comes to Controlled Data/Information, reasonable methods must be used to ensure only authorized individuals or individuals with ~~a~~ legitimate need-to-know access ~~or~~ shared it. Further, reasonable methods must be used to ensure Controlled Data/Information is only disclosed or electronically displayed to authorized individuals or individuals with legitimate need-to-know **access**.

When it comes to storing, transmitting, and retrieving Controlled Data/Information with or utilizing third party service providers, cloud services, etc., reasonable methods must be used to ensure the third parties' responsibilities for confidentiality/privacy of the data/information are defined and documented.

Printed materials, including those being mailed or faxed, that contain Controlled Data/Information must be distributed or made available only to authorized individuals or individuals with legitimate need-to-know **access**.

Individuals who receive public records requests involving Controlled Data/Information must coordinate with District administration before providing the requested data/information.

When Controlled Data/Information is stored or processed in a server environment, and the server is connected to the District's network, the server must comply with Minimum Security Standards for Networked Devices. **This requirement also applies to Controlled Data/Information stored in the cloud (e.g., OneDrive, Google Drive, Dropbox, etc.).**

When Controlled Data/Information is stored or processed in an endpoint environment (e.g., **a PCD**), ~~laptop, smartphone, desktop computer, tablet, etc.~~, the endpoint device, if connected to the District's network, must comply with Minimum Security Standards for Networked Devices.

Confidential Data/Information

When it comes to Confidential Data/Information, its collection and use ~~is~~ **are** limited to authorized purposes as outlined in the District's privacy policy. Departments or schools that collect and/or use Confidential Data/Information must use District-provided or approved servers, devices, systems, and/or processes to handle this type of data/information.

~~[] If feasible, District web pages that are used to collect Confidential Data/Information will include a link to the District's privacy policy. [END OF OPTION]~~

Social Security numbers (SSNs) shall not be used to identify members of the District's community if there are reasonable alternatives. SSNs shall not be used as **a** username or **a** password.

When it comes to Confidential Data/Information, access shall be limited to authorized School District officials or agents with a legitimate academic or business interest and a need-to-know as outlined in the Board's privacy policy. All access shall be approved by an appropriate administrator ~~(-) and tracked in a manner that can be audited [END OF OPTION]~~. Before granting access to or exchanging Confidential Data/Information with third parties, service providers, cloud services, etc., contractual agreements that outline security responsibilities shall be in place and approved by the Board's legal counsel.

Confidential Data/Information may not be disclosed without appropriate consent or unless required by law. Confidential Data/Information shall not be posted publicly; directory information, however, can be disclosed without consent, unless a student/parent opts out of the directory information disclosure.

Confidential Data/Information shall be displayed only to authorized and authenticated users of the District system, and, where possible, identifying numbers or account numbers shall be, at least partially, masked or redacted.

Confidential Data/Information is typically not subject to release pursuant to a public records request. However, some public records requests may be fulfilled by redacting Confidential Data/Information in the record. Individuals who receive such requests must coordinate with District administration before responding to the request.

When Confidential Data/Information is stored or processed in a server environment, the server must comply with Minimum Security Standards for Confidential Devices. **This requirement also applies to Confidential Data/Information stored in the cloud (e.g., OneDrive, Google Drive, Dropbox, etc.).**

When Confidential Data/Information is stored or processed in an endpoint environment (e.g., **PCD**), ~~laptop, smartphone, desktop computer, tablet, etc.~~, the endpoint device, if connected to the District's network, must comply with Minimum Security Standards for Networked Devices.

Storing credit/debit card data/information on servers or endpoint devices is not permitted.

Storing Confidential Data/Information on ~~personal communication device~~ **PCDs** is not permitted, unless expressly authorized by the Superintendent and stored in an encrypted file format, and the device automatically **and securely** ~~secure~~ locks when not in use.

~~[DRAFTING NOTE: SELECT OPTION #1 OR OPTION #2]~~

[X] [OPTION #1]

Unless expressly authorized by the Superintendent, Confidential Data/Information shall not be stored on removable media (e.g., thumb drives, CDs, tapes, etc.). ~~It~~ **Further**, it is to be stored in an encrypted file format or within an encrypted volume, and media is to be stored in a physically secure environment, and the media is owned by the District.

~~[END OF OPTION #1]~~

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~~[] [OPTION #2]~~

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~~Storing of Confidential Data/Information is only allowed on District-approved devices/systems that are adequate to protect that data (i.e., secure and encrypted).~~

~~[END OF OPTION #2]~~

Confidential Data/Information may only be electronically transmitted if it is in an encrypted file format or over a secure protocol or secure, authenticated connection. Confidential Data/Information may only be transmitted via e-mail or other electronic messaging service/platform if the data/information is contained within an encrypted/password protected file attachment. Such messages may only be sent to authorized individuals or other individuals with a legitimate need-to-know.

Printed materials, including those being mailed or faxed, that contain Confidential Data/Information must be distributed or made available only to authorized individuals or individuals with legitimate need-to-know. Access to any area where printed records containing Confidential Data/Information are stored shall be limited by use of controls (e.g., locks, doors, monitoring, etc.) sufficient to prevent unauthorized entry.

SSNs shall not be printed on any card required to access services.

When ready for disposal, Confidential Data/Information shall be deleted and unrecoverable. Physical media (e.g., paper, CDs, tapes, etc.) should be destroyed so that Confidential Data/Information on the media cannot be recovered or reconstructed. All disposals must be consistent with State law.

The following are required:

- A. enforcement of this procedure throughout the District;
- B. a periodic assessment of risk on the procedure;
- C. training about classification, retention, access, and security of all District data/information;
- D. internal controls related to classification, retention, access, and security of all District data/information;
- E. ~~(-) developing procedures for dealing with unauthorized release of District Confidential Data/Information (See AG-8305C).~~

Each District department is responsible for implementing, reviewing, and monitoring internal policies, practices, etc., to assure compliance with this ~~procedure.~~ guideline.

All procedures shall be consistent with public records laws and records retention plans and schedules as required by State and Federal laws and regulations.

Noncompliance with these standards may incur the same types of disciplinary measures and consequences as violations of other Board policies, including progressive discipline, up to and including termination of employment, or, in the cases where students are involved, reporting of a Student Code of Conduct violation, or referral to law enforcement.

Any device that does not meet the minimum security requirements outlined in this standard ~~may~~ must be removed from the District's business network, disabled, etc., as appropriate, until the device can comply with this standard.

Exceptions may be granted in cases where security risks are mitigated by alternative methods, or in cases where security risks are at a low, acceptable level and compliance with minimum security requirements would interfere with legitimate academic or business needs. To request a security exception, contact the District's Director of Information Technology.

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Book	Administrative Guideline Manual
Section	Ready for Production April 2023
Title	Copy of INFORMATION SECURITY RESPONSIBILITIES
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Status	
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8305A - **INFORMATION SECURITY RESPONSIBILITIES**

The District collects and maintains large amounts of data/information that must be protected and preserved.

To strengthen security of District **Information & Technology Resources** (see definition Bylaw 0100) ~~and Information Resources (see definition Bylaw 0100)~~, the District has developed a series of information security policies available through the District's website.

For user convenience, a brief summary of the key requirements of these policies follows.

All computer users are required to certify annually that 1) they have read the information security policies identified in this document, and 2) they understand and agree to abide by the information security policies applicable to them. Appropriate training will be provided to all users.

Expectations for All Technology Users

This document summarizes the Board of Education's information security policies. Users of the District **Information & Technology Resources** must read these summaries, and both understand and fulfill their responsibilities under the applicable policies.

- A. In many cases, operating system and application updates, along with malware protection, are all that stand between a computer and a system compromise or infection (i.e. a **cybersecurity incident**). The District **Information & Technology Resources** are regularly updated and provided malware protection.

If District users access District **Information & Technology Resources** using personal communication devices (**PCDs**), they must verify proper security measures are active on their devices.

- B. No software is 100% effective in preventing compromises or infections (i.e. **cybersecurity incidents**), and not all websites are safe. Users must be alert when using the Internet, especially on systems storing or processing protected and confidential data/information. One way to reduce the risk of compromise is to limit the user's non-work related Internet activity.
- C. Unless authorized and using a device that is capable of encrypting the data/information, users are prohibited from storing District Confidential Data/Information on the user's computing devices.
- D. District Confidential Data/Information includes many different types of data/information, such as social security numbers, personal health information, student records, ~~and~~ bank and credit card information, ~~and~~ ~~or~~ other personally-identifiable information.
- E. District Confidential Data/Information must never be shared through instant messaging or peer-to-peer (P2P) file-sharing software or devices. P2P software must never be installed on machines or devices that store, process, or access confidential data/information. District users are required to obey copyright laws and to adhere to **applicable acceptable use and safety policies** (Policy 7540.03 and Policy 7540.04).
- F. District Confidential Data/Information must be accessed only through one (1) of the following methods: (1) user authentication with the correct password; (2) multi-factor authentication, such as a smart card in combination with a password; or (3) biometric identification approved by the District's Information Technology Office. If a user is not sure if a storage location is secure, the user should contact the District's Technology Office.

- G. Machines and devices that store District Confidential Data/Information, or that are used to access mission-critical systems (e.g., SIS, ERP, Payroll), must be used only in areas with restricted or controlled access and must be locked whenever they are left unattended.
- H. District Confidential Data/Information maintained on computers or other electronic devices should be destroyed or disposed of only in accordance with Board policy and State law. Any school or department intending to **use** surplus computing devices and or **scanner**/printer/copy machines or any other device that stores information must first destroy the electronic information by wiping the data from the hard drive(s), flash storage, or having this done by authorized District personnel and keeping the devices physically secure until transfer to District Surplus.
- I. Users must maintain strong passwords for every District system and application they access that stores/processes District data/information. Users must change all passwords used for District systems in accordance with the District's password requirements.
- J. Per the Board's e-mail policy, users must always use their official District-supplied e-mail address for official business. Auto-forwarding of District e-mail accounts is prohibited. Manual forwarding of individual e-mail messages is permitted.
- K. Users must immediately report lost or stolen mobile/portable devices (e.g., laptops, smartphones) or security breaches (e.g., computer viruses, hacking attempts) to the District's Information Technology Office and/or the District Security Office. If a user suspects District Confidential Data/Information or mission-critical systems and resources are at risk, the user must make this point clear when submitting a report. Also, if a user suspects District Confidential Data/Information is at risk, the user should avoid taking any actions such as manually scanning the computer with antivirus software. Information Technology and/or Security employees will assess what needs to be done.
- L. Users must be mindful of the risks associated with District Confidential Data/Information when storing, processing, or accessing data/information. If a user is not sure how to comply fully with Board policies or procedures or if the user is not sure how to conduct a process securely, the user should ask for assistance from the site or department IT support contact or the District's Information Technology Office. Users are expected to know their sites' information technology contact so that they can contact **them** ~~him/her~~ when there is a need.

Expectations for Administrative Personnel

In addition to the preceding, administrative personnel must also understand and fulfill the following responsibilities. Appropriate training will be provided.

- A. Each District site or department that is responsible for maintaining its **Information & Technology** ~~Technology Resources and Information~~ Resources must have a designated information technology contact, plus a designated backup information technology contact. The District's Information Technology Office monitors the duties, responsibilities, and training of information technology contacts. Each site or department administrator that maintains its own information technology must verify that its IT support personnel have been trained to maintain the unit's IT resources in compliance with all of the District's information security policies and procedures.
- B. Each District site that stores District Confidential Data/Information or that operates mission-critical systems must work with the District's Information Technology Office to perform regular vulnerability scans.
- C. Each District site or department administrator that maintains its own information **and** technology **resources** is responsible for reporting immediately to the District's Information Technology Office or Superintendent/Designee's Office any time there is reason to suspect that the security of District Confidential Data/Information or of a mission-critical system (e.g., Human Resources, Finance, Student Information Services, Payroll, e-mail, etc.) has been compromised or is at risk.

Expectations for Technology Support Personnel

In addition to all of the above, technology personnel, regardless of the site to which they are assigned, must also understand and fulfill the following responsibilities. Appropriate training will be provided.

- A. IT personnel must read, understand, and comply with the Board's policies and procedures that govern the use, operation, and protection of IT systems and resources. The information technology security standards described in the information security policy are minimum standards required for the protection of District systems, including those that store/process District Confidential Data/Information or that are considered mission-critical. Site and department IT resources for which an IT support employee is responsible must be managed in compliance with these policies and procedures. If technology personnel have questions or need assistance, it is the employee's responsibility to contact **their** ~~his/her~~ Principal and/or the District's Information Technology Office.

- B. IT personnel are responsible for enforcing District password requirements for the systems and applications the IT personnel manage. System and application administrators must configure all District-owned and managed IT devices/systems to implement the password requirements to the degree technically feasible, in compliance with the District's password standards.
- C. If a user is unsure how to transfer District Confidential Data/Information, the user should contact the site/department technology contact for assistance. If the site/department technology contact is unsure of the proper method to transfer the Confidential Data/Information, the request should be referred to the District's Information Technology Office.
- D. IT personnel must report system and application vulnerabilities to the Principal and/or the District's Information Technology Office.
- E. The District Information Technology Office will perform regular vulnerability scans of District **Information & Technology Resources**.
- F. If technology personnel suspect that the security of any data/information or of a mission-critical system (e.g., Human Resources, Finance, Student Information Services, Payroll, e-mail, etc.) has been compromised or is at risk, it is their responsibility to report that immediately to the District's Information Technology Office and/or Superintendent/Designee's Office. No action should be taken that might inhibit investigation of an incident or make unavailable information that might assist the investigation.
- G. Technology personnel are required to follow incident handling instructions as specified in the **cybersecurity** incident management policy and/or as directed by the District's Information Technology Office or Superintendent/Designee's Office in response to potentially unauthorized access of protected information.

Key Information Security Policies and Administrative Procedures

Below are brief descriptions of the District's policies and procedures related to information security. The full text of each policy or procedure can be found on the District's website or by clicking the highlighted link.

Policies

- A. Policy 7540 – Technology – Authorizes the development of a District Technology Plan to facilitate effective use of District Technology Resources that support student learning and/or District business operations.
- B. Policy 7540.02 – Web **Accessibility**, Content, **Apps, and Services**, ~~and Apps~~ – Addresses the requirements for creation of District-authorized websites, **web pages, and services/apps** ~~services and apps~~ by employees and students.
- C. Policy 7540.03 – Student Technology Acceptable Use and Safety - Describes student use of District **Information & Technology Resources**, expectations of privacy, District technology protection measures, areas for student training, and assigned school e-mail accounts.
- D. Policy 7540.04 – Staff Technology Acceptable Use and Safety - Describes staff use of District **Information & Technology Resources**.
- E. Policy 7540.05 – District-Issued Staff E-mail Account and Policy 7540.06 – District-Issued Student E-mail Account - Establishes a framework for proper use of District issued e-mail accounts as an official business or educational tool for staff and students.
- F. Policy 8305 – Information Security – The Board authorizes the Superintendent to develop internal controls necessary to provide for the proper collection, classification, retention, access, and security of data/information to include procedures in the event of a **cybersecurity incident** (e.g. an unauthorized release of information) and training for staff.

Administrative Guidelines

- A. AG 8305A – Information Security Responsibilities and Policy 8305 - Information Security - Review of what every computer user, administrator, and technology support employee should know in order to ensure the security of District **data/information**.
- B. AG 8305 – Collection, Classification, Retention, Access, and Security of District Data/Information – Provides a framework that District employees can use to classify data/information for the purpose of determining the data/information's need for

protection.

C. AG 8305B - ~~Cybersecurity Information Security~~ Incident Management – Presents requirements for managing and reporting information security incidents.

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Book	Administrative Guideline Manual
Section	Ready for Production April 2023
Title	Vol. 41, No. 2 - Technology Update - January 2023 Revised CYBERSECURITY INCIDENT MANAGEMENT
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Revised Guideline - Vol. 41, No. 2

8305B - ~~INFORMATION~~ CYBERSECURITY INCIDENT MANAGEMENT

This administrative guideline governs the reporting and management of security incidents involving the District's Information & Technology Resources (as defined in Bylaw 0100).

Every Board of Education member, staff member/employee, student, parent/guardian, contractor/vendor, and visitor to school property who accesses District-owned or managed information through computing systems or devices ("users") must report information security incidents (as defined below) promptly per the procedures described herein.

When a ~~an information~~ cybersecurity incident involves District Confidential Data/Information (as defined below) or mission critical devices (as defined below), the Superintendent/Technology Director/District's Information Technology Office may, in coordination with the District's Security Office, direct the incident response and investigation. The Technology Director is authorized, in conjunction with the Superintendent, to take any action necessary to mitigate the risk posed by the ~~information~~ cybersecurity incident.

An employee who puts District Confidential Data/Information at risk as a result of ~~his/her~~ their failure to adhere to relevant policies/administrative guidelines/the law may be subject to disciplinary consequences, up to and including termination of employment and/or referral to law enforcement. Students who fail to adhere to applicable policies/administrative guidelines/the law will be referred to school and/or District administration for review and determination of the consequences of their actions, including referral to law enforcement. Contractors and vendors who fail to adhere to applicable policies/administrative guidelines/the law may face termination of their business relationships with and/or legal action by the District. Parents/Guardians and visitors who fail to adhere to applicable policies/administrative guidelines/the law may be denied access to District Information & Technology ~~Technology and Information~~ Resources and/or referral to law enforcement. Violations can, in some cases, also carry the risk of civil or criminal penalties.

The Superintendent/Designee is responsible for establishing and maintaining an up-to-date ~~information security~~ cybersecurity incident management plan.

~~[NOTE: SELECT OPTION #1 or OPTION #2]~~

[X] [OPTION #1]

The school site administrator (e.g., the Principal) or the District-wide department administrator, along with the Tech Specialist [or equivalent], are responsible for reporting ~~information~~ cybersecurity incidents at their site.

~~[END OF OPTION #1]~~

~~[] [OPTION #2]~~

~~The plan shall identify the primary and secondary information security contact for each school and Central Office/District-wide department (e.g., Human Resources, Treasurer/payroll, Business Services, Student/Pupil Services). Any unique requirements concerning a specific building or department must be delineated in a subsection of the plan that is particular to the given building or department.~~

~~[END OF OPTION #2]~~

Definitions

A. Incident Management Plan

The IT Department, in conjunction with Department/Division/Building Leaders, must develop and maintain a plan that contains procedures on how to handle ~~information~~ cybersecurity incidents, including contact information for site/unit personnel with the responsibility for responding to the incident, plans to contain an incident, and procedures on how to restore information.

B. Information Security/Cybersecurity Incident

Includes any incident that is known, or has the potential, to negatively impact the confidentiality, integrity, or availability of District information/data. This can range from the loss of a laptop, tablet, or other mobile/portable storage device, the virus infection of an end-user workstation, or a breach of a District system by a hacker.

C. Mission Critical Resource

Includes any resource that is critical to the mission and operation of the District and any device that is running a mission critical service or stores District Confidential Data/Information. Mission critical services must be available. Mission critical resources for information security purposes include, for example, information/data assets, software, hardware, and facilities related to Human Resources, Finance, Student Information Services, Payroll, and e-mail.

D. District Confidential Data/Information

Includes all data/information, in its original and duplicate form, that contains:

1. "personal identifying information"; as defined by State and Federal laws;

This includes employer tax ID numbers, driver's license numbers, passport numbers, SSNs, State identification card numbers, credit/debit card numbers, banking account numbers, PIN codes, digital signatures, biometric data, fingerprints, passwords, and any other numbers or information that can be used to access a person's financial resources.

2. "protected health information" as defined by the HIPAA;

3. student "education records"; as defined by the Family Educational Rights and Privacy Act (FERPA) and State law (R.C. 3319.321);

4. data/information that is deemed to be confidential in accordance with the Ohio Public Records Act;

5. ~~() "card holder data", as defined by the Payment Card Industry (PCI) Data Security Standard (DSS).~~

Adherence to the procedures outlined below will streamline the handling of information/cybersecurity incidents and minimize the timeframe during which District Confidential Data/Information and mission critical resources are left in a vulnerable state.

Incident Reporting

Given the risks associated with information/cybersecurity incidents, as well as implications for the District related to compliance with Federal and State regulatory requirements, it is essential that school site administrators and District department administrators be aware of information/cybersecurity issues and their responsibilities for reporting and mitigating information/cybersecurity risks.

School site administrators and District department administrators who manage business units that maintain and manage their site's information resources must designate employees as primary and backup/back-up information security contacts, provide the District's Information Technology Director with the names and contact information of these individuals, update this information whenever it changes, and verify that these contacts are trained by the District's Technology Office to perform their duties.

Each information security contact shall serve as an intermediary between his/her/their respective District site or office and the District's Information Technology Office and must assist the site or office s/he serves/they serve in implementing information security policies and information security initiatives including training of site staff and in responding to data breach/cybersecurity incidents, all in close coordination with the District's Information Technology Office.

Every technology user, including Board members, staff members/employees, students, parents/guardians, contractors/vendors, and visitors to campus, who has access to Board-owned or managed information resources and who suspects that there may have been an information-a cybersecurity incident (ranging from a lost or stolen laptop, tablet, or other mobile/portable storage device, the virus infection of an end-user workstation, or a major intrusion by a hacker) must promptly report the incident to his/her/their Principal or director/manager and/or the information security contact for that unit/site.

The information security contact's roles and responsibilities include, but are not limited to:

- A. serving as a single point of contact for the District's Information Technology Office regarding security efforts and information/cybersecurity incidents that affect District sites;
- B. aiding the District's Information Technology Office in improving information/cybersecurity in the District by coordinating with them on security matters;
- C. working with the District's Information Technology Office on cybersecurity incident management and response as well as assisting/assist the District's Information Technology Office, as needed, in certain activities including coordinating the following with the District's Technology Office:
 1. ensuring proper identification and classification of mission critical devices and District Information & Technology Resources storing District Confidential Data/Information within their school site or business unit/department;

2. advising and training their site's administration, faculty, and staff on the implementation of appropriate security controls for ~~District Information & Technology Resources; Technology Resources (as defined in Bylaw 0100) and Information Resources;~~
3. meeting periodically with the District's Information Technology Office to move forward District security initiatives for their respective sites;
4. maintaining an up-to-date list of staff/users with access to District Confidential Data/Information and Controlled Data/Information in their working group and promptly ~~notifying the~~ ~~notify~~ District's Information Technology Office of any personnel changes, including transfers within the District;
5. providing basic security advice for all assigned systems and users within their site;
6. ensuring timely compliance with security awareness requirements, including appropriate refresher training and training of new employees;

In consultation with the Principal, the contact will oversee the site's compliance with applicable State and Federal laws, as well as Board policies regarding District Confidential Data/Information.

7. ensuring that any detected vulnerabilities are remediated in a timely manner;
8. advising their site regarding the implementation of appropriate security controls consistent with the District's ~~information security~~ ~~cybersecurity~~ incident management policy;
9. collecting incident response information;

The contact must provide a timely notification of the District's Information Technology Office regarding any ~~information~~ ~~cybersecurity~~ incidents for their respective site consistent with the ~~cybersecurity~~ incident management procedure. In addition, the contact must provide a timely and comprehensive response to ~~information~~ ~~cybersecurity~~ incidents in coordination with the District's Information Technology Office.

10. coordinating with the District's ~~information~~ ~~cybersecurity~~ strategic initiatives.

Each information security incident will be classified accordingly to the following "levels":

Incident Level	Examples	Investigation Type
Level 1	Violation of Board policies and administrative guidelines that relate to technology and information security.	Basic investigation of an incident.
	A virus or malware detection.	Remediation advice for an incident is provided.
		Device isolation, if necessary.
Level 2	Unauthorized computer/network access, misuse, or user permission issue. Computer/system theft, damage or loss.	Investigation of the incident.
	Malicious Denial of Service Attack or other attempt to interrupt normal operations.	Notification will be provided if applicable pursuant to AG 8305C.
Level 3	Hacking or system breach to core/mission critical systems. Unauthorized release of District Confidential Data/Information.	Investigation of a likely or confirmed breach of a system processing/storing District Confidential Data/Information or a mission critical system.
		Investigation of information technology relevant issues performed in support of criminal or civil cases, as well as District internal investigations.
		Notification will be provided if applicable pursuant to AG 8305C.

In the event of a possible Level 2 or 3 ~~information~~-cybersecurity incident, the user or administrator of the potentially compromised system or device should work with the site's information security contact to preserve all evidence, including leaving the possibly compromised machine powered up and online, and refraining from accessing the system or machine in any way. The information security contact will then report the incident to the District's Information Technology Office and/or Security Office. The District's Information Technology Office and the Security Office will advise how best to proceed for purposes of preserving evidence and constructing an audit trail for the investigation of the incident. As appropriate, the District's Security Office will coordinate with public safety and law enforcement officials.

The Superintendent will coordinate all external communications with the media or the public related to any ~~information~~-cybersecurity incident.

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Book	Administrative Guideline Manual
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Revised Guideline - Vol. 41, No. 2

8305C - NOTIFICATION ~~INFORMATION~~ CYBERSECURITY INCIDENT

As required by AG 8305B, if a user, who has access to District Confidential Data/Information and/or to any mission-critical system, suspects that there may have been ~~a an information~~ **cyber**security incident, the user must promptly report the incident to a District administrator who shall immediately notify the Superintendent and the District's Information Technology Office and/or Security Office.

If ~~an information~~ **a cyber**security incident occurs that involves the release of District Confidential Data/Information, the District will take action in accordance with State and Federal law to address the situation, including, when appropriate and/or legally required, notifying affected individuals that their personally-identifiable information was improperly accessed and/or released. Any required notices will be provided in a timely manner.

Pursuant to State law, the District shall disclose any security breach of computerized personal information data ("breach of the security of the system"), following its discovery or notification of the breach of the security of the system, to any Ohio resident whose personal information (as defined below) was, or reasonably is believed to have been, accessed and acquired by an unauthorized person if the access and acquisition by the unauthorized person causes or reasonably is believed will cause a material risk of identity theft or other fraud to the resident.

For purposes of this guideline, "breach of the security of the system" means unauthorized access to and acquisition of computerized data that compromises the security or confidentiality of personal information owned or licensed by the Board of Education and that causes, reasonably is believed to have caused, or reasonably is believed will cause a material risk of identity theft or other fraud to the person or property of an Ohio resident.

"System" means any collection or group of related records that are kept in an organized manner, that are maintained by the District, and from which personal information is retrieved by the name of the individual or by some identifying number, symbol, or other identifier assigned to the individual.

"Personal information" means an individual's name, consisting of the individual's first name or first initial and last name, in combination with and linked to any one (1) or more of the following data elements, when the data elements are not encrypted, redacted, or altered by any method or technology in such a manner that the data elements are unreadable: (a) social security number; (b) driver's license number or State identification card number; or (c) account number or credit or debit card number, in combination with and linked to any required security code, access code, or password that would permit access to an individual's financial account.

The notice to individuals required by State law shall be made as expeditiously as practicable and without unreasonable delay, taking into account the time necessary to allow the District to determine the scope of the breach of security, to identify individuals affected by the breach, and to restore the reasonable integrity of the data system that was breached, but no later than forty-five (45) days after the discovery or notification of a breach, unless subject to an authorized delay.

If a Federal, State, or local law enforcement agency determines that disclosure or notification to individuals required under this guideline would impede a criminal investigation, or jeopardize homeland or national security, the notice shall be delayed until the law enforcement agency determines the disclosure or notification will not compromise the investigation or jeopardize homeland or national security.

~~[-] Notice to the affected individuals is not required if, after an appropriate investigation and consultation with relevant Federal, State, or local law enforcement agencies, the District reasonably determines that the breach has not and will not likely result in identity theft or any other financial harm or fraud to the individuals whose personal information has been accessed. Such a determination must be documented in writing and maintained for at least _____ (____) [e.g., five (5)] years. [END OF OPTION]~~

The District will make the State-mandated disclosure or notification by one (1) of the following methods:

- A. written notice
- B. electronic notice, if the District's primary method of communication with the resident is by electronic means
- C. telephone notice

The District may provide substitute notice in lieu of direct notice if (a) the District does not have sufficient contact information to provide notice in one (1) of the manners described above, (b) the cost of providing disclosure or notice would exceed \$250,000, or (c) the affected class of residents exceed 500,000 persons. Such substitute notice shall include all of the following:

- A. electronic mail notice if the District has an e-mail address for the resident
- B. a conspicuous posting of the disclosure or notice on the District's website
- C. notification to major media outlets (including print and broadcast) to the extent the cumulative total of the readership, viewing audience, or listening audience of all of the outlets so notified **equals equal** ~~equal~~ seventy-five percent (75%) of the State's population

If the District discovers circumstances that require State-mandated disclosure, pursuant to this guideline, to more than 1,000 residents involved in a single occurrence of a breach of the security of the system, the District shall notify, without unreasonable delay, all consumer reporting agencies that compile and maintain files on consumers on a nationwide basis of the timing, distribution, and content of the disclosure given by the District to affected Ohio residents.

In the event of a breach of security of a system maintained by a third party agent, such third party agent shall notify the District of the breach of security as expeditiously as practicable, but no later than **ten** (**10**) **[e.g., ten (10)]** days following the determination of the breach of security or reason to believe the breach occurred. Upon receiving notice from a third party agent, the District shall provide the notices required above. A third party agent shall provide the District with all information that the District needs to comply with its notice requirements.

An agent, pursuant to a contract entered into by the District prior to the date of the breach of the security of the system occurred, may provide notice as required on behalf of the District, so long as the contract does not conflict with any provision of R.C. 1347.12.

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Legal R.C. 1347.12, 1349.191, 1349.192
FERPA

2023 High School/Middle School Soccer Assigning Contract

The undersigned, being an authorized representative of the Wadsworth High/Middle School or group of Schools, wishes to enter into an agreement with Zachary Bastin of Law Five Assigning, LLC (OHSAA Assigner) to assign soccer officials for the 2023 interscholastic soccer season. Said School or group of Schools agrees to the following conditions:

1. Assigner's base fee for scheduling will be **\$3.00 per assigned position** in any varsity, junior varsity freshman and middle school team.

2. This contract must be signed and submitted to Assigner before scheduling is started. **Soccer officials will not be assigned until an authorized and signed 2023 contract is on file with the Assigner.**

3. Please print the name of the person(s) and title, other than the Athletic Director or a varsity coach, authorized to make changes to the School's soccer schedules. (Usually this person is the School Principal, Assistant Athletic Director, or Athletic Office Administrative Assistant) Please list a phone number for each.

Name: Alicia Innocenti Title: Athletic Secretary Phone Number: 330-335-1372

Name: _____ Title: _____ Phone Number: _____

4. Each game change made on or after August 16, 2023, that the Assigner processes, will incur a \$6.00 charge. Changes may be any of the following: game cancellation(s), adding a game(s), change in game date(s), change in game time(s), change in a game site(s) or assigner contacting officials regarding any changes that may be listed above to ensure accurate sharing of information. This is not an all-inclusive list, other variables could cause schedule changes. Cancellations should be made in a timely fashion so updates can be posted on the Arbiter website allowing the official(s) to be reassigned. Schools agree that changes initiated by the school athletic office are immediately made known to the assigner and officials through direct contact with these individuals. Preferred/primary communication will be the use of a phone call. Emails and text messages will serve as additional and alternate means of communication once a phone call is placed to the assigned officials. Referee phone numbers are posted in Arbiter Game for all schools to see and utilize.

5. The School AD agrees to logon and review the school's profile on the school website, Arbiter Game. The School AD will make necessary changes in information regarding the School's address and phone numbers, and the School's addresses for its playing fields. The AD agrees to update contact information on the School's varsity coaches, School's Assistant AD and athletic office administrative assistants. In addition, the AD agrees to notify the Assigner, in a timely fashion, of any games not listed or not listed correctly and do so in a timely fashion. If a game(s) is added or removed, the School agrees to contact the assigner immediately. The School will consider the Arbiter assignments a contract between the official and the School. The School gives the Assigner the authority to make changes directed by the School and to make changes as needed caused by illness and conflicts of scheduled game officials.

6. Invoices for assigning and any schedule changes made throughout the season will be emailed to the School at the conclusion of the OHSAA High School Soccer Tournament.

7. Use of two officials on all preseason scrimmages; payment equal to fees paid during the regular season.

8. The Assigner agrees to contact the School within 24 hours of a scheduled game time to inform the school that referees are not available to officiate that scheduled game or if there is a change in the number of officials reporting to

2023 High School/Middle School Soccer Assigning Contract

officiate the game(s). In addition, the Assigner agrees to work with the School to determine a date/time when such game can be rescheduled with available officials.

9. The School agrees to pay officials for games canceled for inclement weather, or any other unforeseen event, by using the following guidelines:

- If a JV game is completed prior to the start of a varsity game, that is canceled before it can start because of inclement weather or other event, the referees who did the JV game will be paid a full JV game fee and one-half of the fee for the canceled varsity game because they are on-site. The third referee, scheduled to work the varsity game, is to be paid one-half of the game fee they would earn if the varsity game were played and the official is on-site.
- If referees, assigned to a JV game that cannot be played due to inclement weather or some other event, are requested by the School's site administrator/coaches to wait on-site for possible involvement in the varsity game, scheduled to follow the JV game, they will be paid a full game fee for the JV game as if it were played and a full varsity fee if involved in the subsequent varsity game, if played.
- If referees are working a game that is canceled due to inclement weather or another event, after play has begun, the referees will be paid a full game fee for the canceled game.
- If referees are not contacted by the School in a timely fashion about a canceled game, and appear at the field to fulfill their contractual obligation, and if the assigner has no knowledge of a canceled game providing the assigner an opportunity to cancel the officials, the officials are entitled to a full game fee for the game assigned, but canceled. They will be paid a full game fee for the first game in a set of games, but not the second subsequent game. Officials are requested to be on-site for a game fifteen (15) minutes prior to the start of a game. Since officials must travel to the game site and be there at least fifteen minutes prior to kick off, the School agrees to contact the officials about a canceled game at least one hour prior to the game's start. This provides adequate time to stop an official from traveling to the game site.

2023 High School/Middle School Soccer Assigning Contract

As school Athletic Director, are you agreeing to enter your school's 2023 soccer schedules, all levels of play, into Arbiter Game by February 25, 2023? If (No), please include 2023 soccer schedules. (Yes): X (No) _____

As school Athletic Director, do you consent to allow your varsity boys' and/or girls' coaches to make schedule changes by contacting the assigner directly with or without your knowledge?

Boys' Varsity Coach (Yes) _____ (No): X Girls' Varsity Coach (Yes) _____ (No) X

Boys' Varsity Coach: Name _____ Email Address _____

Coach's Cell Phone Number _____ Alternate Phone Number _____

Girls' Varsity coach: Name _____ Email Address _____

Coach's Cell Phone Number _____ Alternate Phone Number _____

School requests the use of a 3-official system on all boys' varsity games*. (Yes) X (No) _____

School requests the use of a 3-official system on all girls' varsity games*. (Yes) X (No) _____

*The Assigner will make every attempt to assign the requested number of officials per game but cannot guarantee the requested number of officials will always be available to honor the school's request. This is to ensure the game is played as scheduled.

Soccer Officials will be paid according to School and/or League policy. 2023 game fees are to be filled in below.

School agrees to pay \$ 75 for the center referee and \$ 55 for each assistant referee assigned for Varsity soccer games with three officials.

School will pay \$ 75 per referee for a Varsity game with two officials.

School will pay \$ 55 per referee for a Junior Varsity game with two officials.

School will pay \$ 75 for one (1) referee for a Junior Varsity or Freshman game.

School will pay \$ — for one (1) referee for a Middle School game.

Name of person executing contract: Brad Musgrave Date: 3-9-23

School Phone Number: 330-335-1372 (Please Print) Cell Phone Number: [REDACTED]

School Email Address: bmusgrave@wadswothschools.org Summer Email Address: same

Signature: [REDACTED] Title: Athletic Director

Completed 2023 contract and HS/MS soccer schedules can be scanned and sent via email to L5Assigning@gmail.com

AGREEMENT

This Agreement is entered into between the **Wadsworth City School District Board of Education** (“Board”) located at 524 Broad Street, Wadsworth, Ohio and **Bob Rogers Travel**, located at 3440 Lacrosse Lane Naperville, IL 60564 on the date stated below.

WHEREAS, the Board and Bob Rogers Travel have entered into agreements, a copy of which are attached to this Agreement as Exhibit A, pursuant to which Bob Rogers Travel will provide educational tour services for students of the Wadsworth City School District; and

WHEREAS, in connection with the educational tour, one or more Group Leaders will be engaged in scheduling, organizing, chaperoning and providing other support in connection with the educational tour; and

WHEREAS, all expenses of the Group Leaders are part of the agreement for tour services between the Board and Bob Rogers Travel; and

WHEREAS, the Board and Bob Rogers Travel wish to clarify the manner of selection of the Group Leaders in order to ensure compliance with Ohio laws and regulations regarding the payment of Group Leaders’ necessary travel expenses in connection with the educational tour as a term and condition of this Agreement.

NOW THEREFORE, in consideration of the mutual promises and obligations contained herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, it is agreed as follows:

1. The Board shall have the exclusive authority to select, assign, reassign, or substitute Group Leaders for the educational tour.
2. The Board assigns the following persons to serve as Group Leaders:

Kalyn Davis

Chris Sieber

Debbie Lake

Lynn Decker

Pam Csaky

3. The Board may change or substitute any or all Group Leaders as the Board in its sole discretion deems appropriate. Such change or substitution of Group Leader(s) by the Board may be for any reason or no reason at all and made at any time as determined solely by the Board.

4. This Agreement shall supersede any terms and conditions pertaining to the selection, retention or substitution of Group Leaders for the educational tour, as may be contained Exhibit A or in any other agreement, terms and/or conditions between the Board and Bob Rogers Travel.
5. The Parties acknowledge that they have read and understand this Agreement, and that they have authority to enter into this Agreement and bind the Party.
6. Jurisdiction over any dispute, as between the Board and Bob Rogers Travel, surrounding the educational tour including, but not limited to, this Agreement or the agreement for tour services shall be in the Medina County Court of Common Pleas, Medina Ohio.

BOB ROGERS TRAVEL

By: _____

Date: _____

THE WADSWORTH CITY SCHOOL DISTRICT BOARD OF EDUCATION

By: _____	_____
Board President (in his official capacity only)	Date

By: _____	_____
Superintendent (in his official capacity only)	Date

Board Resolution Number: _____

*This Agreement has no legal effect absent Board approval.

Page 1 of 3



Bob Rogers Travel

Group Name: Wadsworth High School

Trip Start Date: 2023-11-02

Primary Destination: Chicago, IL

Trip End Date: 2023-11-05

Quote Number: Q-09227

I. PROPOSAL BASIS

This tour agreement is for the stated number of paying people in your proposal. Any deviations from this number will result in a change of the price per person. Your final payment will be adjusted to reflect the final number of travelers. These terms and conditions together with any other documentation we provide you form the basis of your contract with us (hereinafter The Agreement). By booking a tour with us, you are accepting and consenting to The Agreement.

II. PAYMENTS

Your signature and deposit confirm your acceptance of your trip proposal. To allow us to begin booking the transportation, lodging, meals and attractions we will need the signed tour agreement and deposit by March 1, 2023. We cannot guarantee terms of the trip proposal until we are in receipt of your deposit and signed tour agreement.

All trip costs must be paid in full 45 days prior to departure. If any payment per the payment schedule is not received on time, Bob Rogers Travel reserves the right to cancel your trip and retain all fees paid by the trip participant(s).

III. ROOMING LISTS

We require all rooming lists to be typed on the rooming list template provided to you by Bob Rogers Travel and returned in electronic format. Handwritten and/or faxed rooming lists will not be accepted.

Please note that the sheets are titled FEMALE STUDENTS, MALE STUDENTS, and ADULTS.

Group rooming lists will be due in our office no later than 90 days prior to departure. If not received by the due date, cancellation of room reservations will occur or penalties will be enforced by the hotel property(ies).

IV. CANCELLATION POLICY FOR ENTIRE GROUP. Bob Rogers Travel is required to pay all suppliers well in advance of your tour date. All suppliers have their own cancellation policies, which will affect the amount which is non-refundable. Should a cancellation become necessary, please inform Bob Rogers Travel immediately in writing and request a written confirmation of your cancellation. Upon receipt Bob Rogers Travel will make every effort to secure you the maximum possible refund. However, in addition to any penalty outlined above, there may be amounts which we are unable to recover from the vendors. Generally, flight tickets, hotel reservation and other items provided for the travel cannot be refunded if they are partially used. We are not responsible for a supplier's failure to pay a refund.

In addition to any terms of our suppliers the following cancellations fees from Bob Roger's Travel will also apply:

91 days or more from departure – 100% refund less nonrefundable vendor payments made by BRT
90 days or less from departure – Refund less any non-refundable vendor payments and a 15% service charge.

V. CANCELLATION POLICY FOR INDIVIDUALS

All cancellations must be in writing to Bob Rogers Travel. The date of the postmark is the date used to determine the amount of the cancellation fee. All money and fees paid prior to individual cancellation are non-refundable. No refunds or credits will be issued for a cancelled participant.

Page 2 of 3

VI. AIRFARE

If applicable, a separate air agreement will be sent for your review and signature once the air has been confirmed. Air Travel will be governed by the terms and conditions of the airline.

VII. TAXES

All taxes and service charges are included as of the date of your proposal. These taxes and charges are subject to change in the event of any increase or decrease prior to departure.

VIII. MANDATORY PERMISSION & MEDICAL RELEASE FORM *(applicable to student groups only)*

A copy of the Mandatory Permission & Medical Release Form needs to be saved by the school or organization for each traveler and accessible for 5 years from the date of the trip.

IX. DISCLAIMER

BOB ROGERS TRAVEL, Inc. and its agents act only in the capacity of agents for the participants in all matters pertaining to accommodations, tour activities, meals and transportation. We arrange for a variety of travel related products from different suppliers and service providers, including but not limited to airlines, tour operators, rental car companies, accommodations providers and any other suppliers of the travel services ("Suppliers"). Each Supplier has its own terms and condition that are applicable to your particular arrangements in addition to our general terms and conditions, Bob Rogers Travel, does not own, manage, operate, supervise, or control any transportation, vehicle, airplane, hotel or restaurants, or any other entity that supplies services related to the travel. All suppliers are independent contractors, and are not agents or employees or representatives of Bob Rogers Travel. All arrangements are subject to the terms and conditions specified by each supplier, and by utilizing the services, all customers agree that neither Bob Rogers Travel, nor its employees, agents, or representatives is liable for any injury, personal injury, damage, loss, accident, delay or irregularity which may happen by default of any hotel, motel, restaurant, bus, airplane, steamship, taxi, railroad, car rental agency, tour service, company or person rendering any of the services involved or by natural forces.

X. FORCE MAJEURE

No responsibilities are accepted, nor will we pay any compensation or refund where the performance or prompt performance of our contractual obligations are prevented for any cancellation, damage or delay due to illness, pilferage, labor dispute, machinery breakdown, quarantine, epidemic, pandemic, medical or customs or immigration regulation, delay, or cancellation governmental restraints, weather, war, incidents of politically motivated violence, or other causes beyond - our control. In the event that it becomes necessary to cancel or alter a tour or any aspect of that tour, such alterations will be made and, in the event of cancellation, our regular cancellation fees will apply.

XI. STUDENT BEHAVIOR

Acceptable participant behavior is determined solely by the group leader/school. Participants may be sent home at the school's discretion for behavioral concerns. Any participant sent home for behavior or disciplinary issues will be sent at their sole expense, and no refund will be available for any portion of the trip.

XII. HEALTH AND SAFETY

For the safety of our guests, Bob Rogers Travel reserves the right to request health information prior to travel and to exclude any participants it deems unfit for travel at its sole discretion.

XIII. TRAVEL PROTECTION

Bob Rogers Travel, believes that planning a successful trip also means considering what to do when things don't go as planned. Travel Protection safeguards your travel investment, your belongings, and most importantly, you. Your travel protection plan should cover at a minimum, cancellation, cancel for any reason, curtailment, medical, emergency travel and personal accidents, and damage or loss to personal belongings.

Page 3 of 3

Bob Rogers Travel recommends student coverage including Cancel for Any Reason through Trip Mate. Bob Rogers Travel is not qualified to answer technical questions about the benefits, exclusions, and conditions of travel protection plans. Bob Rogers Travel cannot evaluate the adequacy of the prospective insured's existing insurance coverage. If you have any questions about your travel protection, call your insurer or insurance agent or broker. If a participant chooses to travel without adequate travel protection, we will not be liable for any of your losses howsoever arising, which would have been covered by adequate travel protection.

XIV. SEVERABILITY

If any provision of this Agreement shall be held illegal, invalid, or unenforceable, the remaining portions shall remain in full force and effect.

XV. GOVERNING LAW AND VENUE SELECTION

This Agreement shall be governed by and construed in accordance with the laws of the State of ^{Ohio}~~Illinois~~, without regard to its choice of law rules. Each of the parties hereto consents and agrees to the jurisdiction of any state court or any federal court sitting in ~~Illinois~~, and waives any objection based on venue or forum non conveniens with respect to any action instituted therein, and agrees that any dispute arising out of this Agreement, or concerning the conduct of either party in connection with this Agreement or otherwise, shall be heard only in the courts described above. **All claims must be submitted in writing and received by Bob Rogers Travel no later than sixty (60) days after the completion of the Bob Rogers Travel Tour. Any claims not submitted and received within this time shall be deemed waived and barred.**

Wadsworth High School
BOB ROGERS TRAVEL, INC. and _____ (Group Name)
agree to the above proposal and conditions effective on the date signed below.

Douglas Beeman
I, _____ (Group Leader Name), agree to adhere to the provisions in the agreement regarding payment schedule, room list deadline, final itinerary and equipment list for airline where applicable, and any other pertinent information to help us make our trip more successful. I understand our trip proposal is based on a specific amount of paying people and if our numbers increase or decrease it could have an effect on the per person "TOUR PACKAGE COST".

GROUP LEADER

BOB ROGERS TRAVEL, INC.

Douglas Beeman

Name of Authorized Representative

Name of Bob Rogers Travel Representative

Signature of Authorized Representative

Signature of Bob Rogers Travel Representative

Date _____

Date _____

WADSWORTH CITY SCHOOLS | 2023-2024 CALENDAR

AUGUST 2023 <table><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr><tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr><tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr><tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr></table> 21No School (Teacher Work Day) 22No School (Teacher Work Day) 23No School (Prof. Dev. In-Service) 24First Student Day (Gr. 1-12) 30First Student Day (Kind. & PS) T-9S-6	S	M	T	W	Th	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			1Pre-K – Gr. 6 Conferences (4:30–8:00 p.m.) 19No School (President's Day) T-20S-20 FEBRUARY 2024 <table><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr><tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr><tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr><tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr><tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td></td><td></td></tr></table>	S	M	T	W	Th	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29																
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JANUARY 2024 <table><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr><tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr><tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr><tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr><tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr></table> 1-3No School (Winter Break) 12No School (Record Day) 15No School (M. L. King, Jr. Day) T-19S-18	S	M	T	W	Th	F	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				Gr. K-4 Trimesters 8/24/23 – 11/22/23 (59 days) 11/28/23 – 3/1/24 (57 days) 3/4/24 - 5/31/24 (58 days) Total Student Days PS & Kindergarten: 170 days Gr. 1-6: 174 days Gr/ 7-12: 176 days Gr. 5-12 Quarters 8/24/23 - 10/27/23 (Gr. 7-12 44 days; Gr. 5-6 43 days) 10/30/23 – 1/11/24 (Gr. 7-12 41 days; Gr. 5-6 40 days) 1/16/24 - 3/22/24 (48 days) 3/25/24 - 5/31/24 (43 days) Note: If the district falls below the minimum hours required in a school year due to calamity days, hours will be added at the end of the school year, beginning June 3, 2024.																																																								
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WADSWORTH CITY SCHOOLS | 2024-2025 CALENDAR

AUGUST 2024							19	No School (Teacher Work Day)	6 Pre-K – Gr. 6 Conferences (4:30–8:00 p.m.) 17 No School (President's Day)
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MEMORANDUM OF UNDERSTANDING
Between the Wadsworth Board of Education and the
Wadsworth Education Association

This Memorandum of Understanding is entered into this 23rd day of February 2023, pursuant to the *Negotiated Agreement* (hereinafter referred to as "the Agreement"), between the Wadsworth City School District Board of Education (hereinafter referred to as "the Board"), and the Wadsworth Education Association (hereinafter referred to as "the Association").

WHEREAS, the Board and the Association are parties to the Agreement that governs the wages, hours, and other terms and conditions of employment of teachers employed in the Wadsworth City School District (hereinafter referred to as "the District"); and

WHEREAS, Article 9.01 D, Preparation Time, states the following:

"1. A bargaining unit member will, in addition to his/her lunch period, have daily preparation time during which he/she will not be assigned any other duties (except as provided in Section 5.04, herein) or be required to attend any meetings. This planning time shall be during the student day, inclusive of travel time to escort students, and shall be as follows:

- a. Elementary – Two hundred eighty-five (285) minutes per five-day workweek. There shall be a minimum of one (1) planning segment of thirty (30) consecutive minutes per day for each elementary member. Any additional daily planning segments shall be no less than fifteen (15) consecutive minutes.*
- b. Middle School – One (1) regular class period.*
- c. Senior High School – One (1) regular class period."*

NOW, THEREFORE, the Board and the Association agree as follows:

1. For the remainder of the 2022-2023 school year, the following adjustment will be made for bargaining unit members at Central Intermediate School:

"Intermediate – There will be two-hundred eighty-five (285) minutes per five-day work week. There shall be a minimum of one (1) planning segment of thirty (30) consecutive minutes per day for each member. Minutes per work week, minutes per day and minutes per minimum planning segment may be altered due to a modified schedule."

2. This Memorandum of Understanding shall not be utilized in any manner to establish a precedent or practice in any future school year.
3. Except as modified by this Memorandum of Understanding, all other terms and conditions of the Agreement shall remain in full force and effect. This Memorandum of Understanding represents the entire agreement of the parties with respect to its subject matter and shall only be amended by a signed writing.

IN WITNESS WHEREOF, the parties have entered into this Memorandum of Understanding at Wadsworth, Ohio, on the date first set forth above.

For the Wadsworth Education Association

**For the Wadsworth City School District Board
of Education**

Stephine Schmeltzer, WEA Co-President

Andrew J. Hill, Ed.D., Superintendent

Resolution Number: _____

Rob Earle, WEA Co-President

MEMORANDUM OF UNDERSTANDING
Between the Wadsworth Board of Education and the
Wadsworth Educational Support Personnel Association OEA/NEA

This Memorandum of Understanding is entered into this 22nd day of February, 2023, pursuant to Article VIII, Leave Provisions, of the *Collective Bargaining Agreement* (hereinafter referred to as "the Agreement"), between the Wadsworth City School District Board of Education (hereinafter referred to as "the Board"), and the Wadsworth Educational Support Personnel Association OEA/NEA (hereinafter referred to as "the Association").

WHEREAS, the Board and the Association are parties to the Agreement that governs the wages, hours, and other terms and conditions of employment of support personnel employed in the Wadsworth City School District (hereinafter referred to as "the District"); and, whereas 8.01F.2, Sick Leave Pool, states the following:

"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."

NOW, THEREFORE, the Board and the Association agree as follows:

1. As Association members were not afforded the opportunity to donate to the sick leave pool by October 31, 2022, as described in 8.01F.2 above, members will have the opportunity to donate by March 31, 2023. The Association will notify their members of this opportunity.
2. This Memorandum of Understanding shall not be utilized in any manner to establish a precedent or practice in any future school year.
3. Except as modified by this Memorandum of Understanding, all other terms and conditions of the Agreement shall remain in full force and effect. This Memorandum of Understanding represents the entire agreement of the parties with respect to its subject matter and shall only be amended by a signed writing.

IN WITNESS WHEREOF, the parties have entered into this Memorandum of Understanding at Wadsworth, Ohio, on the date first set forth above.

**For the Wadsworth Educational Support
Personnel Association OEA/NEA**

Mia O'Connor, President

**For the Wadsworth City School District Board
of Education**

Andrew J. Hill, Ed.D., Superintendent

Resolution Number: _____

MEMORANDUM OF UNDERSTANDING
Between the Wadsworth Board of Education and the
Wadsworth Educational Support Personnel Association OEA/NEA

This Memorandum of Understanding is entered into this 22nd day of February 2023, pursuant to Articles II, VII and X of the *Collective Bargaining Agreement* (hereinafter referred to as "the Agreement"), between the Wadsworth City School District Board of Education (hereinafter referred to as "the Board"), and the Wadsworth Educational Support Personnel Association OEA/NEA (hereinafter referred to as "the Association").

WHEREAS, the Board and the Association are parties to the Agreement that governs the wages, hours, and other terms and conditions of employment of support personnel employed in the Wadsworth City School District (hereinafter referred to as "the District"); and, whereas Article 2.03, Full-Time/Part-Time states the following:

"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." and

WHEREAS, Article VII details the provisions of Group Insurance; and

WHEREAS, 10.06, Additional Jobs, states the following:

"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."

NOW, THEREFORE, the Board and the Association agree as follows:

1. For the period of July 1, 2023 through June 30, 2026, hours worked in an additional job outside of the member's current job classification will count toward calculating the one thousand two hundred fifty (1,250) hours required to be a full-time employee, thus making members in this situation eligible for the Group Insurance detailed in Article VII.
2. This Memorandum of Understanding shall not be utilized in any manner to establish a precedent or practice beyond June 30, 2026.
3. Except as modified by this Memorandum of Understanding, all other terms and conditions of the Agreement shall remain in full force and effect. This Memorandum of Understanding represents the entire agreement of the parties with respect to its subject matter and shall only be amended by a signed writing.

IN WITNESS WHEREOF, the parties have entered into this Memorandum of Understanding at Wadsworth, Ohio, on the date first set forth above.

**For the Wadsworth Educational Support
Personnel Association OEA/NEA**

Mia O'Connor, President

**For the Wadsworth City School District Board
of Education**

Andrew J. Hill, Ed.D., Superintendent

Resolution Number: _____

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES
AND CERTIFYING THEM TO THE COUNTY AUDITOR

(BOARD OF EDUCATION)
Revised Code, Secs. 5705.34-5705.35

The Board of Education of the WADSWORTH CITY School District, MEDINA
County, Ohio, met in _____ session on the _____ day of _____
(Regular Or Special)
20____, at the office of _____ with the following members
present:

Mr./Mrs. _____ moved the adoption of the following Resolution:

WHEREAS, This Board of Education in accordance with the provisions of law has previously
adopted a Tax Budget for the next succeeding fiscal year commencing July 1st, **2023**
and

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

RESOLVED, By the Board of Education WADSWORTH CITY School District,
MEDINA County, Ohio, that the amounts and rates, as determined
by the Budget Commission in its certification, be and the same are hereby accepted; and be it further
RESOLVED, That there be and is hereby levied on the tax duplicate of said School District the rate
of each tax necessary to be levied within and without the ten mill limitation as follows:

FUND	Amount to Be Derived from Levies Outside 10 M. Limitation	Amount Approved by Budget Commission Inside 10 M. Limitation	County Auditor's Estimate of Tax Rate to be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
	Column II	Column IV	V	VI
General Fund	\$29,521,300	\$5,210,200	5.10	69.90
2008 Bond	\$3,780,000			3.70
2021 Bond	\$2,247,600			2.20
TOTAL	\$35,548,900	\$5,210,200	5.10	75.80

SCHEDULE B

LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to Be Levied	Co. Auditor's Est. of Yield of Levy (Carry to Schedule A, Column II)
GENERAL FUND:		
Current Expense Levy authorized by voters on _____, 1976 for not to exceed CONT. _____ years.	29.20	\$6,492,600
Current Expense Levy authorized by voters on November 8, 1977 for not to exceed CONT. _____ years.	4.50	\$1,000,700
Current Expense Levy authorized by voters on November 2, 1982 for not to exceed CONT. _____ years.	4.90	\$1,787,700
Current Expense Levy authorized by voters on May 5, 1987 for not to exceed CONT. _____ years.	6.90	\$2,799,900
Current Expense Levy authorized by voters on November 5, 1996 for not to exceed CONT. _____ years.	6.90	\$4,064,200
Current Expense Levy authorized by voters on February 4, 2003 for not to exceed CONT. _____ years.	5.90	\$4,142,700
Current Expense Levy authorized by voters on November 8, 2011 for not to exceed CONT. _____ years.	4.90	\$3,508,600
Current Expense Levy authorized by voters on November 2, 2021 for not to exceed CONT. _____ years.	6.70	\$5,724,900

and be it further

RESOLVED, That the Clerk of this Board be and he is hereby directed to certify a copy of this

Resolution to the County Auditor of Said County.

Mr./Mrs. _____ seconded the Resolution and the roll being called

upon its adoption the vote resulted as follows:

Mr./Mrs. _____

Mr./Mrs. _____

Mr./Mrs. _____

Mr./Mrs. _____

Mr./Mrs. _____

Adopted the _____ day of _____, 20____.

Treasurer of the Board of Education of the

School District,

County, Ohio

CERTIFICATE OF COPY
ORIGINAL ON FILE

The State of Ohio, _____ County, ss.

I, _____, Treasurer of the Board of Education of the
_____ School District, in said County, and in whose custody the Files

and Records of said Board are required by the Laws of the State of Ohio to be kept, do hereby
certify that the foregoing is taken and copied from the original _____

_____ now on file with said Board, that the foregoing has been compared by me with said original document,
and that the same is a true and correct copy thereof.

WITNESS my signature, this _____ day of _____, 20 _____

Treasurer of the Board of Education of the

_____ School District,
_____ County, Ohio.

No. _____

BOARD OF EDUCATION,

SCHOOL DISTRICT,

_____ County, Ohio.

RESOLUTION
ACCEPTING THE AMOUNTS AND RATES
AS DETERMINED BY THE BUDGET
COMMISSION AND AUTHORIZING THE
NECESSARY TAX LEVIES AND CERTIFYING
THEM TO THE COUNTY AUDITOR

(Board of Education)

Adopted _____, 20 ____

Treasurer

Filed _____, 20 ____

County Auditor

By _____
Deputy

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:	\$ 21,800,880.02	\$ 16,076,103.07	\$ 46,869,382.76	\$ 4,662,527.10	\$ 35,866,986.75	\$ 32,803,276.03	\$ 4,384,811.19	\$ 28,418,464.84
	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	66,121.26	0.00	14,352.65	0.00	0.00	80,473.91	0.00	80,473.91
	001-9002	GENERAL FUND: FOOD SERV. DONATIONS	1,373.57	43.85	220.93	0.00	0.00	1,594.50	0.00	1,594.50
	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
			\$ 21,868,374.85	\$ 16,076,146.92	\$ 46,883,956.34	\$ 4,662,527.10	\$ 35,866,986.75	\$ 32,885,344.44	\$ 4,384,811.19	\$ 28,500,533.25
Fund:		002								
	002-0000	BOND RETIREMENT SERIES 98,99,00 ISSUES	677,812.41	0.00	0.00	677,812.41	677,812.41	0.00	0.00	0.00
	002-9000	BOND RETIREMENT (1997)	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	378,937.62	0.00	112,638.09	0.00	377,505.92	114,069.79	0.00	114,069.79
	002-9400	BOND RETIREMENT: 2008 (\$65,650,000)	5,245,372.81	1,523,180.00	3,362,799.77	0.00	3,294,990.14	5,313,182.44	0.00	5,313,182.44
	002-9500	BOND RETIREMENT: 2021 (\$41,000,000)	3,808,408.41	915,870.00	1,986,117.36	500.00	1,916,221.64	3,878,304.13	0.00	3,878,304.13
			\$ 10,110,531.25	\$ 2,439,050.00	\$ 5,461,555.22	\$ 678,312.41	\$ 6,266,530.11	\$ 9,305,556.36	\$ 0.00	\$ 9,305,556.36
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	190,846.87	38,056.77	38,350.92	0.00	16,180.14	213,017.65	3,758.53	209,259.12
	003-900S	SUMMA HOSPITAL ENTERPRISE FUND	54,940.18	6,510.10	6,510.10	0.00	358.05	61,092.23	5,048.95	56,043.28
			\$ 245,787.05	\$ 44,566.87	\$ 44,861.02	\$ 0.00	\$ 16,538.19	\$ 274,109.88	\$ 8,807.48	\$ 265,302.40
Fund:		004								
	004-0000	CONSTRUCTION FUND: OFCC - LFI	(2,102,556.73)	0.00	0.00	0.00	0.00	(2,102,556.73)	0.00	(2,102,556.73)
	004-900C	CONSTRUCTION FUND: CITY OF WADS. COMM. CENTER	(1,697,088.92)	0.00	0.00	0.00	0.00	(1,697,088.92)	0.00	(1,697,088.92)
	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
	004-900I	CONSTRUCTION FUND: INTERMEDIATE SCHOOL	40,454,094.86	96,558.10	418,949.59	444,222.53	1,407,959.23	39,465,085.22	2,627,345.76	36,837,739.46
			\$ 36,654,449.21	\$ 96,558.10	\$ 418,949.59	\$ 444,222.53	\$ 1,407,959.23	\$ 35,665,439.57	\$ 2,627,345.76	\$ 33,038,093.81
Fund:		006								
	006-0000	FOOD SERVICES	(226,035.41)	86,507.14	527,806.48	86,799.10	470,265.95	(168,494.88)	539,482.50	(707,977.38)

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
	006-9001	FOOD SERVICE FEDERAL AWARD:	\$ 2,171,699.82	\$ 73,345.27	\$ 405,356.27	\$ 42,856.26	\$ 350,988.46	\$ 2,226,067.63	\$ 0.00	\$ 2,226,067.63
	006-9002	FOOD SERVICE SUPPLY CHAIN ASSISTANCE FEDERAL AWARD:	79,759.11	0.00	3,135.00	12,336.46	48,348.45	34,545.66	31,410.66	3,135.00
			\$ 2,025,423.52	\$ 159,852.41	\$ 936,297.75	\$ 141,991.82	\$ 869,602.86	\$ 2,092,118.41	\$ 570,893.16	\$ 1,521,225.25
Fund:		007								
	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	10,514.29	0.00	1,000.00	0.00	2,884.44	8,629.85	3,950.23	4,679.62
	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
			\$ 10,514.29	\$ 0.00	\$ 1,000.00	\$ 0.00	\$ 2,884.44	\$ 8,629.85	\$ 3,950.23	\$ 4,679.62
Fund:		009								
	009-0000	UNIFORM SCHOOL SUPPLIES FUND	32,837.19	1,015.92	60,471.52	405.22	15,665.25	77,643.46	73,578.78	4,064.68
			\$ 32,837.19	\$ 1,015.92	\$ 60,471.52	\$ 405.22	\$ 15,665.25	\$ 77,643.46	\$ 73,578.78	\$ 4,064.68
Fund:		010								
	010-0000	CLASSROOM FACILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	010-900L	OSFC LOCAL SHARE	6,224,811.13	0.00	0.00	0.00	0.00	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)	0.00	(321,876.76)
			\$ 5,359,878.49	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,359,878.49	\$ 0.00	\$ 5,359,878.49
Fund:		011								
	011-0000	C.T. CUSTOMER SERVICE FUND	79,006.94	0.00	344,690.25	6,367.26	335,389.51	88,307.68	58,772.46	29,535.22
	011-9001	C.T. CUSTOMER SERV AUTOMOTIVES	1,258.29	126.78	3,794.69	789.08	8,690.09	(3,637.11)	31,077.92	(34,715.03)
	011-9002	C.T. CUSTOMER SERV JR CARPENTRY	(4,097.90)	205.87	24,605.39	10,391.12	29,843.82	(9,336.33)	58,208.40	(67,544.73)
			\$ 76,167.33	\$ 332.65	\$ 373,090.33	\$ 17,547.46	\$ 373,923.42	\$ 75,334.24	\$ 148,058.78	\$ (72,724.54)
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	25,383.81	43,104.88	43,399.03	6,020.00	31,780.89	37,001.95	33,232.31	3,769.64
			\$ 25,383.81	\$ 43,104.88	\$ 43,399.03	\$ 6,020.00	\$ 31,780.89	\$ 37,001.95	\$ 33,232.31	\$ 3,769.64
Fund:		014								
	014-0000	FOUR CITIES CAREER TECH COMPACT FUND	105,668.87	0.00	0.00	20,593.35	180,072.78	(74,403.91)	30,202.85	(104,606.76)
	014-9001	FOUR CITIES: FIRST PROGRAM (NORTON)	(0.01)	0.00	0.00	0.00	0.00	(0.01)	0.00	(0.01)
	014-9089	ROTARY-INTERNAL SERVICES	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
			\$ 105,668.86	\$ 0.00	\$ 0.00	\$ 20,593.35	\$ 180,072.78	\$ (74,403.92)	\$ 30,202.85	\$ (104,606.77)
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								
	018-0000	PUBLIC SCHOOL SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	018-973C	FOUR CITY CTA COMPACT DIRECTORS FUND	2.31	0.00	0.00	0.00	0.00	2.31	0.00	2.31
	018-974A	CENTRAL OFFICE ADMINISTRATORS FUND	7,994.07	0.00	1,866.24	127.42	2,031.91	7,828.40	3,402.49	4,425.91
	018-974B	DISTRICT SPIRIT COMMITTEE FUND	6,098.50	0.00	0.00	0.00	0.00	6,098.50	0.00	6,098.50
	018-974C	CENTRAL INTERMEDIATE PRINCIPAL FUND	11,121.81	0.00	8,106.61	112.00	11,252.86	7,975.56	1,483.14	6,492.42
	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	1,609.16	0.00	1,160.72	0.00	291.98	2,477.90	162.34	2,315.56
	018-975F	FRANKLIN SCHOOL PRINCIPAL'S FUND	4,198.31	7.00	9,374.30	117.92	7,965.33	5,607.28	4,029.61	1,577.67
	018-976I	ISHAM SCHOOL PRINCIPAL'S FUND	4,808.98	84.80	10,057.35	45.00	8,384.55	6,481.78	5,165.67	1,316.11
	018-977L	LINCOLN SCHOOL PRINCIPAL'S FUND	7,827.77	14.00	4,051.02	(79.00)	3,983.17	7,895.62	4,924.70	2,970.92
	018-978D	OVERLOOK: SUNSHINE FUND	261.45	0.00	0.00	0.00	0.00	261.45	0.00	261.45
	018-978O	OVERLOOK SCHOOL PRINCIPAL'S FUND	3,853.19	100.06	5,647.87	280.28	7,843.67	1,657.39	2,100.74	(443.35)
	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	10,847.14	0.00	5,783.22	76.13	8,110.96	8,519.40	3,849.48	4,669.92
	018-980D	WMS: DOLLARS FOR DENIM PAY IT FORWARD	1,798.18	0.00	875.00	0.00	31.94	2,641.24	168.06	2,473.18
	018-980M	WADSWORTH MIDDLE SCHOOL PRINCIPAL FUND	14,943.52	30.00	9,079.56	1,491.52	9,089.14	14,933.94	7,042.42	7,891.52
	018-981D	WHS: DOLLARS FOR DENIM PAY IT FORWARD	1,620.01	0.00	1,600.00	181.60	181.60	3,038.41	5.77	3,032.64
	018-981H	HIGH SCHOOL PRINCIPAL'S FUND	(1,307.96)	618.00	21,301.13	(338.68)	11,939.41	8,053.76	13,839.82	(5,786.06)
			\$ 75,676.44	\$ 853.86	\$ 78,903.02	\$ 2,014.19	\$ 71,106.52	\$ 83,472.94	\$ 46,174.24	\$ 37,298.70
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 (S. KOPACKO)	12,460.34	0.00	5,825.00	0.00	12,659.13	5,626.21	2,206.03	3,420.18
	019-9007	MED CTY CRISES RESPONSE TEAM (S. KOPACKO)	11,875.94	0.00	0.00	0.00	4,153.55	7,722.39	364.18	7,358.21
	019-9008	ADAM H BOARD: PREVENTION	4,520.77	0.00	0.00	0.00	3,215.77	1,305.00	500.00	805.00

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
	019-9010	GRANT BE KIND WADSWORTH (S KOPACKO)	\$ 0.00	\$ 239.50	\$ 1,047.15	\$ 0.00	\$ 774.66	\$ 272.49	\$ 0.00	\$ 272.49
	019-9012	LUKE MANUFACTURING: FRESHMAN ACADEMY GRANT (2023)	0.00	0.00	1,806.47	820.68	820.68	985.79	518.99	466.80
	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
	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	4.66	0.00	0.00	0.00	0.00	4.66	0.00	4.66
	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	386.85	0.00	0.00	0.00	0.00	386.85	0.00	386.85
	019-905G	WGCF: FLEX SEATNG LINN 2019	3.78	0.00	0.00	0.00	0.00	3.78	0.00	3.78
	019-906G	WGCF: 3M GRANT STEM CLUB FRANKLIN	6,500.00	0.00	0.00	0.00	0.00	6,500.00	0.00	6,500.00
	019-907G	WGCF: WELL BEING STUDIO GUNN ISHAM 2020	503.87	0.00	0.00	0.00	0.00	503.87	0.00	503.87
	019-908G	WGCF: SENSORY ROOM WILSON 2020	31.00	0.00	0.00	0.00	0.00	31.00	0.00	31.00
	019-9090	DOLLAR GENERAL SUMMER READING GRANT 2019	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	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	134.57	0.00	0.00	0.00	0.00	134.57	0.00	134.57
	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	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
		CHADA FRANKLIN								
019-9105		MHJ GRANT: 7 MINDSETS PD 5-8 GRANT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
019-9106		LUKE ENG GRANT: MAKERS SPACE V.V.	4,019.81	0.00	0.00	0.00	898.00	3,121.81	265.18	2,856.63
019-9107		MHJ GRANT: STEM CAMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-9108		STEM CAMP LOCAL GRANTS / DONATIONS	5,490.13	0.00	0.00	0.00	4,762.83	727.30	961.60	(234.30)
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	5.04	0.00	0.00	0.00	0.00	5.04	0.00	5.04
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)	725.84	0.00	400.00	0.00	0.00	1,125.84	0.00	1,125.84
019-911G		WGCF: LIBRARY CLAYPOOL LINCOLN 2020	27.80	0.00	0.00	0.00	0.00	27.80	0.00	27.80
019-912G		WGCF: ELA BOOKS L.SMITH WHS 2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	1,000.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	0.00
019-914G		WGCF: GRIZZLY GRP MENTORING GOOD WHS 2020	15.18	0.00	0.00	0.00	0.00	15.18	0.00	15.18
019-915G		WGCF: CIS MUSIC A MUHL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
019-916G		WGCF: V.V. SENSORY ROOM H DUERR	2,501.19	0.00	0.00	0.00	2,496.19	5.00	5.00	0.00
019-917G		WGCF: OVERLOOK READING A ZWISLER	133.99	0.00	0.00	0.00	0.00	133.99	0.00	133.99
019-918G		WGCF: CIS P.E. M MINICK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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
019-919G		WGCF: V.V. STEAM J MARINI	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 DONATIONS GRANT	608.75	0.00	2,000.00	0.00	0.00	2,608.75	0.00	2,608.75
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

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
	019-9204	MHJ GRANT: POWER READING CROOKES -FRANKLIN	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	019-9205	V.V. OSLN STEM Classroom Grant (FY 2022)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	019-920G	WGCF: ISHAM 100 YR MURAL S. LUCAS	716.74	0.00	0.00	0.00	361.00	355.74	0.00	355.74
	019-921G	WGCF:OVERLOOK BRAINBALL B. NOLIN	877.50	0.00	0.00	0.00	819.99	57.51	0.00	57.51
	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
	019-922G	WGCF: CIS STUDENT INVESTIGATORS S. LUCHKA	2,669.00	0.00	0.00	0.00	2,230.00	439.00	0.00	439.00
	019-923G	WGCF: WHS BRUIN PHOTO STUDIO E HEFFINGER	3,659.14	0.00	0.00	0.00	3,203.24	455.90	380.55	75.35
	019-924G	WGCF: FRANKLIN SHARED BOOKROOM K,. MARIAS	4,749.88	0.00	0.00	57.77	4,708.45	41.43	80.96	(39.53)
	019-925G	WGCF: WMS THINKING MATH B. LAWRENCE	4,985.00	0.00	0.00	0.00	3,971.16	1,013.84	0.00	1,013.84
	019-926G	WGCF: WHS CALMNIG CORNER SPACE C DiPAOLO	5,000.00	0.00	0.00	0.00	3,289.73	1,710.27	143.97	1,566.30
	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	5,600.00	0.00	0.00	0.00	0.00	5,600.00	0.00	5,600.00
	019-9307	HAAS FOUNDATION PD GRANT (FY20)	9,748.82	0.00	0.00	0.00	0.00	9,748.82	0.00	9,748.82
	019-9308	ISHAM WEATHER CLINICAL RESEARCH GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	019-9309	GENE HAAS: FOUNDATION GRANT APRIL 2022	8,000.00	0.00	0.00	0.00	0.00	8,000.00	0.00	8,000.00
	019-9401	MHJ GRANT: SCHMELTZER LITERATURE FY 14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	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	18,479.55	0.00	11,500.00	1,000.00	1,000.00	28,979.55	0.00	28,979.55
	019-9404	TECH PREP: NETWORKING TECHNOLOGY	0.64	0.00	0.00	0.00	0.00	0.64	0.00	0.64
	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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

WADSWORTH CITY SCHOOL DISTRICT

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	Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
019-9501		TO NURSING GRANT								
019-9501		WMS PRINCIPALS GROUP: JACKSON	\$ 2,484.83	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.11	\$ 2,384.72	\$ 1,079.96	\$ 1,304.76
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 - BARBERTON	9.99	0.00	0.00	0.00	0.00	9.99	0.00	9.99
019-9804		WMS: CARE TEAM AFTER SCHOOL PROGRAM	14,178.37	0.00	0.00	4,000.00	12,000.00	2,178.37	4,000.00	(1,821.63)
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	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
		AID PROGRAM								
	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
			\$ 133,308.19	\$ 239.50	\$ 22,578.62	\$ 5,878.45	\$ 61,464.49	\$ 94,422.32	\$ 12,356.42	\$ 82,065.90
Fund:	020									
	020-0000	BEAR CUB ACADEMY	2,103.93	26,458.80	160,344.13	21,512.83	168,780.67	(6,332.61)	9,917.58	(16,250.19)
			\$ 2,103.93	\$ 26,458.80	\$ 160,344.13	\$ 21,512.83	\$ 168,780.67	\$ (6,332.61)	\$ 9,917.58	\$ (16,250.19)
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	22,042.46	0.00	8,000.00	28.00	5,270.75	24,771.71	0.00	24,771.71
	022-9091	L & J FUND: FIELD TRIP FUND	0.00	0.00	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00
	022-9511	OHSAA TOURNAMENT: BASEBALL	(190.32)	0.00	0.00	0.00	495.27	(685.59)	0.00	(685.59)
	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	36.14	0.00	0.00	0.00	0.00	36.14	0.00	36.14
	022-9516	OHSAA TOURNAMENT: FOOTBALL	155.07	0.00	0.00	0.00	0.00	155.07	0.00	155.07
	022-9517	OHSAA TOURNAMENT: BOYS LACROSSE	116.32	0.00	0.00	0.00	0.00	116.32	0.00	116.32
	022-9528	OHSAA TOURNAMENT: WRESTLING	166.58	0.00	0.00	0.00	0.00	166.58	0.00	166.58
	022-9532	OHSAA TOURNAMENT: GIRLS BASKETBALL	31.18	0.00	0.00	0.00	0.00	31.18	0.00	31.18
	022-9533	OHSAA TOURNAMENT: GIRLS SOCCER	(9.32)	0.00	0.00	0.00	0.00	(9.32)	0.00	(9.32)
	022-9534	OHSAA TOURNAMENT: SOFTBALL	70.08	0.00	0.00	0.00	0.00	70.08	0.00	70.08
	022-9535	DISTRICT CUSTODIAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	022-9536	OHSAA TOURNAMENT: GIRLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

WADSWORTH CITY SCHOOL DISTRICT

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	Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
	022-9543	LACROSSE OHSAA TOURNAMEN: VOLLEYBALL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	022-974C	L&J FUND CIS FIELDTRIPS	10,828.43	0.00	0.00	0.00	1,550.00	9,278.43	0.00	9,278.43
	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	2,670.24	0.00	0.00	0.00	0.00	2,670.24	0.00	2,670.24
	022-978O	L&J FUND OVERLOOK FIELDTRIPS	4,257.29	0.00	0.00	750.00	1,654.00	2,603.29	897.56	1,705.73
	022-979V	L&J FUND VALLEY VIEW FIELDTRIPS	4,948.51	0.00	0.00	0.00	196.00	4,752.51	745.00	4,007.51
	022-980M	L&J FUND WMS FIELDTRIPS	3,260.00	0.00	0.00	0.00	0.00	3,260.00	1,000.00	2,260.00
			\$ 48,444.65	\$ 0.00	\$ 18,000.00	\$ 778.00	\$ 9,166.02	\$ 57,278.63	\$ 2,642.56	\$ 54,636.07
Fund:	024									
	024-0000	WCSD EMPLOYEE BENEFITS INSURANCE FUND	61,475.90	27,101.10	209,479.46	30,280.34	241,810.59	29,144.77	109,306.58	(80,161.81)
			\$ 61,475.90	\$ 27,101.10	\$ 209,479.46	\$ 30,280.34	\$ 241,810.59	\$ 29,144.77	\$ 109,306.58	\$ (80,161.81)
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	192.91	0.00	0.00	0.00	0.00	192.91	0.00	192.91
	029-9001	BERNADINE H. KOVALCHIN SCHOLARSHIP FUND	25,509.21	0.00	0.00	0.00	0.00	25,509.21	3,000.00	22,509.21
	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	6,708.84	0.00	0.00	0.00	0.00	6,708.84	1,132.00	5,576.84
	029-9006	MACKEY SCHOLARSHIP	18,267.81	0.00	0.00	0.00	0.00	18,267.81	0.00	18,267.81
	029-9007	DANIEL VAN AUKEN SCHOLARSHIP FUND	14,469.80	0.00	0.00	0.00	947.96	13,521.84	2,172.92	11,348.92
	029-9008	DAVID SLADKY SCHOLARSHIP FUND	1,413.44	0.00	0.00	0.00	0.00	1,413.44	0.00	1,413.44
	029-9009	GEORGE ZITO SCHOLARSHIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	029-9010	SHAWN RILEY VAN DYKE SCHOLARSHIP FUND	13,086.89	0.00	0.00	0.00	0.00	13,086.89	0.00	13,086.89
	029-9011	MARK D LANGE SCHOLARSHIP FUND	5,384.66	0.00	5,000.00	0.00	0.00	10,384.66	0.00	10,384.66
	029-9012	SCHOLARSHIPS_WHS_REVOLVI	0.00	0.00	500.00	0.00	0.00	500.00	0.00	500.00

WADSWORTH CITY SCHOOL DISTRICT

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	Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
		NG_ACCOUNT								
	029-9013	JOE GAINS SCHOLARSHIP FUND	\$ 2,980.00	\$ 0.00	\$ 100.00	\$ 0.00	\$ 0.00	\$ 3,080.00	\$ 0.00	\$ 3,080.00
	029-917H	EDUCATION FOUNDATION FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			\$ 88,015.22	\$ 0.00	\$ 5,600.00	\$ 0.00	\$ 947.96	\$ 92,667.26	\$ 6,304.92	\$ 86,362.34
Fund:	034									
	034-0000	CLASSROOM FACILITIES MAINTENANCE FUND	2,557,490.47	0.00	0.00	2,938.43	227,632.74	2,329,857.73	40,636.69	2,289,221.04
			\$ 2,557,490.47	\$ 0.00	\$ 0.00	\$ 2,938.43	\$ 227,632.74	\$ 2,329,857.73	\$ 40,636.69	\$ 2,289,221.04
Fund:	071									
	071-0000	SALES TAX: PERM. IMPROVEMENTS FUND	3,001,881.35	677,812.41	2,917,474.91	34,469.37	2,730,925.46	3,188,430.80	727,806.84	2,460,623.96
			\$ 3,001,881.35	\$ 677,812.41	\$ 2,917,474.91	\$ 34,469.37	\$ 2,730,925.46	\$ 3,188,430.80	\$ 727,806.84	\$ 2,460,623.96
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)	237.58	0.00	65.00	0.00	0.00	302.58	0.00	302.58
	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 ACTIVITY 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

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	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
	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	(49.98)	0.00	0.00	0.00	0.00	(49.98)	0.00	(49.98)
	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	1,682.83	0.00	0.00	0.00	300.00	1,382.83	0.00	1,382.83
	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	3,067.20	1,500.00	3,209.81	3,312.10	14,493.32	(8,216.31)	21,429.92	(29,646.23)
	200-919W	CLASS OF 2019	3,195.57	0.00	0.00	0.00	0.00	3,195.57	0.00	3,195.57
	200-920H	N. H. S.	888.15	506.78	1,119.45	0.00	381.16	1,626.44	849.79	776.65
	200-920W	CLASS OF 2020	(1,860.98)	0.00	0.00	0.00	0.00	(1,860.98)	0.00	(1,860.98)
	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	3,596.27	0.00	0.00	0.00	0.00	3,596.27	3,500.00	96.27
	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	1,256.15	0.00	0.00	0.00	0.00	1,256.15	181.50	1,074.65
	200-923H	INTERNATIONAL CLUB (FOREIGN LANGUAGES)	4,384.34	0.00	285.00	0.00	150.00	4,519.34	950.00	3,569.34
	200-923W	CLASS OF 2023	2,699.42	500.00	6,450.00	11,271.25	11,271.25	(2,121.83)	13,430.00	(15,551.83)
	200-924C	CENTRAL INTERMEDIATE STUDENT COUNCIL	3,621.50	1,707.80	3,582.80	512.24	1,515.23	5,689.07	701.72	4,987.35
	200-924H	STUDENT COUNCIL	15,512.52	0.00	17,369.58	1,720.75	16,506.14	16,375.96	6,412.08	9,963.88
	200-924I	ISHAM STUDENT COUNCIL	219.79	0.00	0.00	0.00	0.00	219.79	0.00	219.79
	200-924M	WADSWORTH MIDDLE STUDENT COUNCIL	547.68	0.00	629.75	0.00	274.24	903.19	395.28	507.91
	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	374.40	0.00	0.00	0.00	0.00	374.40	0.00	374.40
	200-926H	D. E. C. A.	8,029.09	0.00	0.00	0.00	0.00	8,029.09	0.00	8,029.09
	200-926W	CLASS OF 2026	124.00	0.00	0.00	0.00	0.00	124.00	0.00	124.00
	200-927H	STUDENT MANAGED ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	200-927W	CLASS OF 2027	(388.24)	0.00	400.00	0.00	(274.24)	286.00	0.00	286.00
	200-928H	C.B.I.P.	179.82	0.00	0.00	0.00	0.00	179.82	0.00	179.82

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	200-928W	CLASS OF 2028	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	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	957.28	70.00	544.00	174.89	561.24	940.04	438.76	501.28
	200-931H	MEDIA COMMUNICATIONS WHS	566.76	0.00	0.00	0.00	67.86	498.90	2.14	496.76
	200-932H	WHS SPECTRUM CLUB	42.03	0.00	0.00	0.00	0.00	42.03	0.00	42.03
	200-932S	inactive 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)	2,048.50	0.00	410.59	0.00	1,244.08	1,215.01	0.00	1,215.01
	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	3,092.81	0.00	806.22	2,117.10	2,117.10	1,781.93	40.00	1,741.93
	200-946H	CARPENTRY	1,955.28	0.00	0.00	0.00	215.00	1,740.28	0.00	1,740.28
	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	8,796.97	2,492.00	10,677.00	918.56	6,454.96	13,019.01	5,036.70	7,982.31
	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
			\$ 69,595.57	\$ 6,776.58	\$ 45,549.20	\$ 20,026.89	\$ 55,277.34	\$ 59,867.43	\$ 53,432.89	\$ 6,434.54
Fund:	300									
	300-0000	WHS ATHLETICS	565.40	9,753.50	166,010.79	19,873.36	164,019.97	2,556.22	78,037.07	(75,480.85)
	300-900A	WHS ATHLETICS: BENEFIT GAMES/COMM SERVICE	1,113.20	0.00	0.00	0.00	0.00	1,113.20	0.00	1,113.20
	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	31,620.74	0.00	820.00	0.00	0.00	32,440.74	0.00	32,440.74
	300-900R	WHS ATHLETICS-ROTARY	1,906.66	0.00	52,893.59	2,051.16	52,744.28	2,055.97	11,063.74	(9,007.77)
	300-901H	WHS CHOIR ROBE REPLACEMENT	(841.84)	0.00	0.00	0.00	0.00	(841.84)	0.00	(841.84)
	300-902H	WHS JOURNALISM / BRUIN FUND	12,191.27	613.00	4,118.00	1,084.00	5,902.25	10,407.02	9,933.65	473.37

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
	300-910H	WHS DRAMA FUND	\$ 30,046.78	\$ 3,352.00	\$ 42,908.00	\$ 1,364.59	\$ 36,895.10	\$ 36,059.68	\$ 23,867.45	\$ 12,192.23
	300-911M	WMS FISHING CLUB	95.42	0.00	0.00	0.00	0.00	95.42	0.00	95.42
	300-917H	WHS MUSIC-INSTRUMENTAL	1,197.97	0.00	10,000.00	0.00	0.00	11,197.97	0.00	11,197.97
	300-918H	WHS MUSIC-VOCAL GENERAL CHOIR	15,271.15	10,600.92	51,902.18	3,010.29	37,671.81	29,501.52	26,314.71	3,186.81
	300-918M	WMS VOCAL MUSIC STUDENT ACTIVITY ACCOUNT	9,419.45	9,705.00	27,585.00	0.00	14,388.62	22,615.83	25,594.64	(2,978.81)
	300-918S	WHS SHOW CHOIR	1,439.12	0.00	23,449.00	0.00	12,980.50	11,907.62	10,309.64	1,597.98
	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
	300-9500	ATHLETIC CAMPS: WEIGHT ROOM	0.00	0.00	107.27	0.00	0.00	107.27	0.00	107.27
	300-950M	ATHLETICS: WMS "CAMP" ACCOUNT ALL SPORTS	529.13	0.00	0.00	0.00	0.00	529.13	0.00	529.13
	300-9511	ATHLETIC CAMPS: BASEBALL	3,765.66	0.00	0.00	327.80	4,650.31	(884.65)	412.00	(1,296.65)
	300-9512	ATHLETIC CAMPS: BOYS BASKETBALL	15,504.89	0.00	12,113.75	2,604.01	22,291.07	5,327.57	2,207.80	3,119.77
	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	2,930.84	0.00	4,559.33	0.00	9,281.17	(1,791.00)	0.00	(1,791.00)
	300-9517	ATHLETIC CAMPS: BOYS LAX	2,947.81	379.93	1,434.93	600.00	1,493.16	2,889.58	1,710.01	1,179.57
	300-9523	ATHLETIC CAMPS: CROSS COUNTRY	1,734.92	0.00	1,485.66	0.00	1,052.65	2,167.93	10.00	2,157.93
	300-9527	ATHLETIC CAMPS: BOYS TRACK	742.21	0.00	0.00	376.99	469.90	272.31	0.00	272.31
	300-9528	ATHLETIC CAMPS: WRESTLING	(2,019.43)	93.00	493.00	0.00	282.00	(1,808.43)	0.00	(1,808.43)
	300-9532	ATHLETIC CAMPS: GIRLS BASKETBALL	20,426.74	0.00	255.06	892.83	7,423.07	13,258.73	3,866.98	9,391.75
	300-9534	ATHLETIC CAMPS: SOFTBALL CAMP	5,370.68	1,800.00	3,900.00	0.00	3,425.00	5,845.68	400.00	5,445.68
	300-9535	ATHLETIC CAMPS: VOLLEYBALL	8,767.02	0.00	3,623.00	0.00	8,835.05	3,554.97	175.00	3,379.97
	300-9544	ATHLETIC CAMPS: GIRLS GOLF FUND	1,067.28	0.00	32.45	0.00	0.00	1,099.73	0.00	1,099.73
	300-9546	ATHLETIC CAMPS: GIRLS TENNIS	2,415.72	0.00	124.97	0.00	309.56	2,231.13	422.00	1,809.13
	300-9547	ATHLETIC GIRLS TRACK	348.65	0.00	0.00	0.00	25.20	323.45	0.00	323.45
	300-9552	ATHLETIC CAMPS: BOWLING	1,423.50	0.00	70.37	0.00	245.45	1,248.42	0.00	1,248.42
	300-9553	ATHLETIC CAMPS: CHERLEADING	7,088.53	0.00	9,288.40	0.00	5,153.43	11,223.50	1,816.02	9,407.48
	300-9555	ATHLETIC CAMPS: WMS CHEER	842.77	0.00	1,642.40	0.00	644.89	1,840.28	46.11	1,794.17
	300-988H	WHS YEARBOOK/WHISPERER FUND	22,338.62	600.00	2,180.00	40.00	3,617.36	20,901.26	11,468.08	9,433.18
			\$ 200,562.86	\$ 36,897.35	\$ 420,997.15	\$ 32,225.03	\$ 393,801.80	\$ 227,758.21	\$ 207,654.90	\$ 20,103.31
Fund:	401									
	401-9000	AUXILIARY SERVICES (SACRED	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
	401-9001	HEART) 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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	401-9020	AUX SERVICES FY 2020 SACRED HEART	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	401-9021	AUX SERVICES FY 2021: SACRED HEART	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	401-9022	AUX SERVICES FY 2022: SACRED HEART	19,052.85	0.00	0.00	0.00	19,052.85	0.00	0.00	0.00
	401-9023	AUX SERVICES FY 2023: SACRED HEART	0.00	95,173.91	205,159.78	16,279.55	126,984.49	78,175.29	38,503.59	39,671.70
	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
			\$ 19,052.85	\$ 95,173.91	\$ 205,159.78	\$ 16,279.55	\$ 146,037.34	\$ 78,175.29	\$ 38,503.59	\$ 39,671.70
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

WADSWORTH CITY SCHOOL DISTRICT

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	Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
	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
	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

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
			\$ 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
	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	0.00	0.00	0.00	0.00	0.00	0.00
	451-9021	ONE NET FY 2021	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	451-9022	ONE NET FY 2022	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	451-9023	ONE NET FY 2023	0.00	0.00	7,200.00	0.00	0.00	7,200.00	0.00	7,200.00
			\$ 0.00	\$ 0.00	\$ 7,200.00	\$ 0.00	\$ 0.00	\$ 7,200.00	\$ 0.00	\$ 7,200.00
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

WADSWORTH CITY SCHOOL DISTRICT

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	Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
	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
	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								

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	Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
	467-9020	STUDENT WELLNESS & SUCCESS FUNDS STATE AIDE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	467-9021	STUDENT WELLNESS & SUCCESS FUNDS STATE AIDE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	467-9022	STUDENT WELLNESS & SUCCESS FUNDS STATE AIDE	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:	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	20,323.85	0.00	0.00	0.00	1,205.45	19,118.40	8,181.98	10,936.42
	499-9018	SECONDARY TRANSITION STUDENT W/ DISABILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	499-9022	OH SCHOOL SAFETY GRANT: FY22 \$24,184.63	20,344.63	0.00	0.00	0.00	20,344.63	0.00	2,934.00	(2,934.00)
	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	0.00	0.00	0.00	0.00	0.00	0.00
	499-921B	OHIO SCHOOL BUS PURCHASE PROGRAM FY21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	499-921W	OHIO SCHOOL SAFETY TRAINNING GRANT: WADSWORTH CSD FY21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	499-922B	OHIO SCHOOL BUS PURCHASE PROGRAM FY22	102,378.15	0.00	135,000.00	0.00	237,378.15	0.00	0.00	0.00
	499-923W	OFCC SCHOOL SAFETY GRANT: WADSWORTH CSD FY23 \$163,659.19	0.00	0.00	163,659.19	0.00	4,382.00	159,277.19	121,182.46	38,094.73
	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
			\$ 143,046.63	\$ 0.00	\$ 298,659.19	\$ 0.00	\$ 263,310.23	\$ 178,395.59	\$ 132,298.44	\$ 46,097.15

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:	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:	507									
	507-0000	ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	507-9020	ESSER (CARES ACT) GRANT FY 2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	507-9021	ESSER (CARES ACT) GRANT FY 2021	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	507-9022	ESSER II GRANT ENDS 9/30/23	103,545.28	0.01	1,117,993.91	0.00	1,221,539.19	0.00	0.00	0.00
	507-9023	ESSER III (ARP) GRANT ENDS 9/30/24	(29,060.65)	0.00	0.00	78,501.91	535,721.74	(564,782.39)	6,000.00	(570,782.39)
	507-902H	ARP HOMELESS GRANT	(8,777.73)	0.00	11,606.85	0.00	2,829.12	0.00	0.00	0.00
	507-923H	ARP HOMELESS GRANT	0.00	0.00	0.00	0.00	2,000.00	(2,000.00)	0.00	(2,000.00)
	507-923S	ESSER STATE ACTIVITY GRANT	0.00	0.00	0.00	6,480.29	61,605.58	(61,605.58)	0.00	(61,605.58)
			\$ 65,706.90	\$ 0.01	\$ 1,129,600.76	\$ 84,982.20	\$ 1,823,695.63	\$ (628,387.97)	\$ 6,000.00	\$ (634,387.97)
Fund:	510									
	510-9021	CORONAVIRUS RELIEF FUND (CRF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	510-921B	CRF: OHIO BROADBAND GRANT 12/30/20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	510-921C	MEDINA COUNTY CRF-SUBGRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	510-921W	WADSWORTH TOWNSHIP CRF	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

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
	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
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	141,911.28	0.00	0.00	141,911.28	0.00	141,911.28
	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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	516-9020	IDEA-B FED GRANT FY 2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	516-9021	IDEA-B FED GRANT FY 2021	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	516-9022	IDEA-B FED GRANT FY 2022	152,708.34	0.00	0.00	0.00	294,619.62	(141,911.28)	0.00	(141,911.28)
	516-9023	IDEA-B FED GRANT FY 2022	0.00	0.00	87,366.39	94,020.25	605,047.14	(517,680.75)	0.00	(517,680.75)
	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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	516-920R	IDEA-B RESTORATION GRANT FY2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	516-922A	IDEA-B ARP FY 22 FED GRANT American Recovery Plan	(152,708.34)	0.00	186,255.50	0.00	33,547.16	0.00	0.00	0.00
	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
			\$ 0.00	\$ 0.00	\$ 415,533.17	\$ 94,020.25	\$ 933,213.92	\$ (517,680.75)	\$ 0.00	\$ (517,680.75)
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	0.00	0.00	0.00	0.00	0.00	0.00
	524-9020	CARL PERKINS FY 2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	524-9021	CARL PERKINS FY 2021	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	524-9022	CARL PERKINS FY 2022	0.00	0.00	55,651.11	0.00	55,651.11	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
	524-9023	CARL PERKINS FY 2023	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,548.64	\$ 106,078.35	\$ (106,078.35)	\$ 0.00	\$ (106,078.35)
	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
	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	\$ 55,651.11	\$ 15,548.64	\$ 161,729.46	\$ (106,078.35)	\$ 0.00	\$ (106,078.35)
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

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:		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	0.00	0.00	0.00	0.00	0.00	0.00
	572-9020	TITLE I: FY 2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	572-9021	TITLE I: FY 2021	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	572-9022	TITLE I: FY 2022	2,000.00	0.00	78,869.18	0.00	62,230.60	18,638.58	0.00	18,638.58
	572-9023	TITLE I: FY 2023	0.00	0.00	0.00	30,353.21	184,156.35	(184,156.35)	0.00	(184,156.35)
	572-902E	TITLE I: FY 2022 EXPANDING OPP FOR CHILD	0.00	0.00	0.00	0.00	18,638.58	(18,638.58)	0.00	(18,638.58)
	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 CHILDREN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	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
			\$ 2,000.00	\$ 0.00	\$ 78,869.18	\$ 30,353.21	\$ 265,025.53	\$ (184,156.35)	\$ 0.00	\$ (184,156.35)
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

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
	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
	573-9320	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
	584-9022	TITLE IV-A STUDENT SUPPORT GRANT FY22	22,527.07	0.00	40,322.70	0.00	62,849.77	0.00	0.00	0.00
	584-9023	TITLE IV-A STUDENT SUPPORT GRANT FY23	0.00	0.00	0.00	0.00	185.00	(185.00)	0.00	(185.00)
	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 FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	584-9098	SAFE & DRUG FREE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	584-922A	TITLE IV, PART A, STUDENT SUPPORT AND ACADEMIC ENRICHMENT PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
			\$ 22,527.07	\$ 0.00	\$ 40,322.70	\$ 0.00	\$ 63,034.77	\$ (185.00)	\$ 0.00	\$ (185.00)
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	0.00	0.00	0.00	0.00
	587-9021	EARLY CHILDHOOD SPEC ED	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
	587-9022	IDEA FY 21 EARLY CHILDHOOD SPEC ED IDEA FY 22	\$ 15,887.27	\$ 0.00	\$ 25,041.58	\$ 0.00	\$ 40,928.85	\$ 0.00	\$ 0.00	\$ 0.00
	587-9023	EARLY CHILDHOOD SPEC ED IDEA FY 23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	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	0.00	0.00	0.00	0.00	0.00	0.00
	587-921R	IDEA- PRESCHOOL RECOVERY GRANT FY 21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	587-922A	EARLY CHILDHOOD SPEC ED IDEA ARP GRANT: FY 22	(15,887.27)	0.00	15,887.27	0.00	0.00	0.00	0.00	0.00
	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
Fund:	588		\$ 0.00	\$ 0.00	\$ 40,928.85	\$ 0.00	\$ 40,928.85	\$ 0.00	\$ 0.00	\$ 0.00
	588-0000		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund:	589		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	589-9001		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund:	590		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	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	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	590-9020	TITLE II-A SUPP. EFFECTIVE INSTRUCTION 2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	590-9021	TITLE II-A SUPP. EFFECTIVE INSTRUCTION 2021	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	590-9022	TITLE II-A SUPP. EFFECTIVE INSTRUCTION 2022	5,317.59	0.00	7,245.62	0.00	12,563.21	0.00	0.00	0.00
	590-9023	TITLE II-A SUPP. EFFECTIVE INSTRUCTION 2023	0.00	0.00	0.00	8,623.71	53,339.60	(53,339.60)	1,079.00	(54,418.60)
Fund:	599		\$ 5,317.59	\$ 0.00	\$ 7,245.62	\$ 8,623.71	\$ 65,902.81	\$ (53,339.60)	\$ 1,079.00	\$ (54,418.60)
	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	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
	599-9019	SUCCESS GRANT IV-A STUDENT SUPPORT GRANT FY19	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 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	0.00	0.00
	599-9021	IV-A STUDENT SUPPORT GRANT FY21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	599-9022	IV-A STUDENT SUPPORT GRANT FY22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	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
			\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Grand Total			\$ 83,011,221.47	\$ 19,731,941.27	\$ 60,381,677.65	\$ 6,371,550.98	\$ 52,755,736.05	\$ 90,637,163.07	\$ 9,274,995.19	\$ 81,362,167.88



WADSWORTH CITY SCHOOL DISTRICT
MONTHLY FINANCIAL UPDATE
FEB-23



General Fund
Budget to Actual Report

	FY 2023		FY 2023			
	Budget		Actual to Date		Variance	Variance % Target %
Beginning Cash Balance	\$ 21,868,375		\$ 21,868,375			
Total Revenue	\$ 58,366,669		\$ 46,883,956	\$ (11,482,713)	80.3%	66.7%
Expenditures:						
Salaries and Wages	\$ 33,769,408		\$ 21,707,564	\$ (12,061,844)	64.3%	65.38%
Employee Fringe Benefits	\$ 11,050,037		\$ 7,255,958	\$ (3,794,079)	65.7%	66.7%
Purchased Services	\$ 6,785,441		\$ 4,530,780	\$ (2,254,661)	66.8%	66.7%
Supplies and Materials	\$ 1,719,845		\$ 1,309,525	\$ (410,320)	76.1%	66.7%
Capital Outlay	\$ 498,525		\$ 705,662	\$ 207,137	141.5%	66.7%
HB 264 Payments	\$ -		\$ -	\$ -		
Other	\$ 588,435		\$ 356,998	\$ (231,437)	60.7%	66.7%
Transfers/ Advances out	\$ 220,000		\$ 500	\$ (219,500)	0.2%	66.7%
Total Expenditures	\$ 54,631,691		\$ 35,866,987	\$ (18,764,704)	65.7%	66.7%
Revenue over (under) Expenditures	\$ 3,734,978		\$ 11,016,970			
Ending Cash Balance	\$ 25,603,353		\$ 32,885,344			
Encumbrances			\$ 4,384,811			73.68%
Available Unencumbered Balance			\$ 28,500,533			

Financial Summary - All Funds

Cash Flow Summary:

Total Revenue Current Month All Funds	\$ 19,731,941.27
Total Expenditures Current Month All Funds	\$ 6,371,550.98
Total Month End Cash Balance	\$ 90,637,163.07

Appropriation Summary:

Total Appropriations Current Year All Funds	\$ 76,024,276.12
Prior Fiscal Year Carryover Encumbrances	\$ 7,593,125.62
Total Available All Funds	\$ 83,617,401.74
Fiscal Year To Date Expenses All Funds	\$ 52,755,736.05
Fiscal Year To Date % expended All Funds	63.1%