

**Revere School Administration
P. O. Box 340
Bath, Ohio 44210**

Audiology Services Agreement

This Audiology Services Agreement ("Agreement") is entered into effective as of the First day of August, 2020, between Children's Hospital Medical Center of Akron, Department of Family Child Learning Center ("Children's") and Revere School District ("District").

Whereas, District desires to enter into an arrangement with Children's whereby Children's will provide Audiology Services to their students during the **2020-2021** school year through Family Child Learning Center, and

Whereas, Children's employs or otherwise retains persons who are qualified and trained to furnish audiology services to District and is willing to make the Provider available to District.

Now, therefore, in consideration of the mutual covenants herein contained and for other good and valuable consideration, the parties hereby agree as follows:

Article I. Children's Obligations

1.1 Services. In exchange for the payments made to it by the District pursuant to Section 2.1 Children's agrees to make Provider available to provide audiology services to students of District (the "Services"). Children's shall provide an audiologist to provide Services for up to **Thirteen (13)** days from **August 1, 2020 through June 30, 2021**. Services will be provided at various schools operated by the District, as agreed upon by the parties.

1.2 Periodic Meetings. The parties agree that representatives from the District and Children's will meet from time to time to discuss the efficient administration of the Services provided hereunder.

1.3 Children's Employees. The parties understand and agree that the Provider shall be and will remain throughout the term of the Agreement Children's employee. As such, Children's will be solely responsible for the Provider's wages. Further, Children's shall have sole authority regarding the direction and discipline of the Provider and any benefits, and regarding all employment policies, procedures and practices.

1.4 Compliance. Children's shall ensure that Provider meets the District standards and policies and procedures applicable to the provision of Services.

Article II. Obligations

2.1 Consideration. Children's will submit quarterly an invoice for the allowable costs for the performance of work hereunder. District must receive the final invoice no later than sixty days after the expiration of the project period. Invoices shall be submitted to **Revere Schools Administration, Director of Student Services, Attention: Abby Kassel, MA, P. O. Box 340, Bath, Ohio 44210**. The District's total obligation to Children's under this Agreement is

Seven Thousand One Hundred Fifty Dollars (**\$7,150.00**) in exchange for Children's making Provider(s) available to furnish the Services to the District.

2.2 Services. District shall provide all facilities, services, equipment, and supplies necessary for the provision of Services by Provider hereunder.

2.3 No Hire Covenant. District agrees that it shall not, during the term of this Agreement and for a period of eighteen (18) months following the termination of this Agreement for any reason, directly or indirectly hire, employ, retain or otherwise engage any Provider who at any time provides Services hereunder.

2.4 Retirement Program Obligations. To the extent the Provider is eligible to participate in any state school employee retirement program(s), District is responsible for receiving from Children's any required employee and employer contributions to such program(s), for remitting such contributions to such programs, for enrollment of the Provider, and for all other administrative duties required by applicable law.

Article III. Insurance

Each party shall retain liability for, and shall provide for insurance against, acts and omissions related to the services provided by such party's personnel or any party with whom they contract to provide services on behalf of such party. Each party may provide such liability insurance through a program of self-insurance in such amounts and under such terms as determined in the discretion of each party, but in no event shall such insurance coverage be less than One Million Dollars (\$1,000,000.00) per incident and Three Million Dollars (\$3,000,000.00) annual aggregate.

Article IV. Term and Termination

4.1 Term of Agreement. The term of this Agreement shall be for one school year commencing on August 1, 2020, and ending on the last school day in 2021, and will automatically renew for consecutive one (1) school year terms unless either party provides notice of intent not to renew at least ninety (90) days in advance of the expiration of the then current term.

4.2 Termination for Cause. Either party may terminate this Agreement if the other party materially breaches this Agreement. Termination will be effective after alleged breaching party has received written notification from the non-breaching party describing such alleged breach in detail and the alleged breaching party has not cured such breach within thirty (30) days from the receipt of such notice.

4.3 Termination without Cause. Either party may terminate this Agreement without cause during the term of this Agreement by providing ninety (90) days advance written notice to the other party.

4.4 Consequences of Termination. Upon termination of this Agreement for any reason, neither party shall have any further obligations hereunder except for obligations accruing prior to the date of termination and obligations that are expressly made to extend beyond the term of this Agreement, including, without limitation, the obligation of District to compensate Children's for Services provided through the date of termination in accordance with Section 2.1.

Article V. Miscellaneous

5.1 Amendments. This Agreement may not be amended except by a written amendment executed by both of the parties hereto.

5.2 Entire Agreement. There are no other agreements or understandings, either oral or written, between the parties affecting this Agreement, except as otherwise specifically provided for or referred to herein. This Agreement cancels and supersedes all previous agreements between the parties relating to the subject matter covered by this Agreement.

5.3 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Ohio.

5.4 Severability. Every provision of this Agreement is intended to be severable. In the event that any provision of this Agreement is rendered illegal, invalid or unenforceable by a federal or state law, rule or regulation, or declared illegal, invalid or unenforceable by any court of competent jurisdiction, the remaining provisions hereof shall remain in full force and effect.

5.5 Headings. Headings are used herein solely for the convenience of the parties and are not part of this Agreement.

5.6 Waiver of Breach. The waiver by a party of a breach of or default under any term or provision of this Agreement by the other party shall not operate or be construed as a waiver of any subsequent breach or default under the same or any other term or provision of this Agreement by that party.

5.7 Force Majeure. Neither party shall be liable or deemed to be in default for any delay or failure in performance under this Agreement or other interruption of service deemed to result, directly or indirectly, from acts of God, civil or military authority, acts of public enemy, war, accidents, fires, explosions, earthquakes, floods, failure of transportation, strikes or other work interruptions by either party's employees or any other similar cause beyond the reasonable control of either party.

5.8 No Third Party Beneficiaries. None of the provisions of this Agreement are for the benefit of or are enforceable by any third party.

5.9 Student Health Records. All student health records shall be the sole and exclusive property of District, subject to any access and copying rights as provided by law. Children's will have reasonable access to such books, records and other materials and information as necessary to perform Services under this Agreement and for other lawful purposes both during and after the term of this Agreement. District will retain all books, records and other materials developed and maintained hereunder for the time periods required by applicable law and generally accepted record keeping practices. District and Children's shall at all times comply with all applicable laws, rules and regulations relating to the confidentiality of medical and Student records.

5.10 Anti-discrimination Clause. Acceptance of this Agreement is evidence of each party's intent to comply with Title VI-VII of the 1964 Civil Rights Act, Section 504 of the Rehabilitation Act and all similar laws which prohibit discrimination because of race, color, national origin, disability, age, sex, religion, and political affiliation in any fact of a party's operation except where such discrimination is a bona fide, documented business necessity.

In Witness Whereof, District and Children's have caused this Agreement to be executed effective as of August 1, 2020.

Children's Hospital Medical Center of Akron

By: _____
Lisa Aurilio, MSN, MBA, RN, NEA-BC

Title: Chief Operating Officer

Date: _____

District: Revere School District

By: _____
Name

Title: _____

Date: _____

BUDGET SUMMARY

Audiologist	Thirteen (13) days @ \$550/day	\$7,150.00
TOTAL CONTRACT AMOUNT		\$7,150.00

*Includes mileage at rate of \$.50 per mile

**Includes Secretarial support from staff
at Family Child Learning Center

New Document

MEMORANDUM OF UNDERSTANDING
Between the
Revere Local School District Board of Education
And the
Revere Education Association

The Revere Local School District Board of Education ("Board") and the Revere Education Association ("Association"), collectively referenced as "the parties," agree, in accordance with House Bill 197, to complete teacher evaluations for the 2019-2020 school year, in accordance with the following procedures:

1. For each teacher or counselor who is subject to an evaluation under Article 7, Evaluation, as set forth in the collective bargaining agreement between the parties, effective July 1, 2019 to June 30, 2022, if all required observations were completed by March 16, 2020, with or without a post-observation conference, the credentialed evaluator shall complete the evaluation report by May 22, 2020 and provide the written evaluation report for the 2019-2020 school year to the individual teacher by May 29, 2020. Value added student data shall not be included as an element of the teacher's evaluation.
2. For each teacher or counselor who is subject to an evaluation under Article 7, Evaluation, as set forth in the collective bargaining agreement between the parties, effective July 1, 2019 to June 30, 2022, if all required observations were not completed by March 16, 2020, no further observations shall be required. Based upon observation and walk-through data available, the credentialed evaluator shall complete the evaluation report by May 22, 2020 and provide the written evaluation report for the 2019-2020 school year to the individual teacher by May 29, 2020. Value added student data shall not be included as an element of the teacher's evaluation. The final summative rating applicable to any teacher under the provisions of this paragraph shall not be less than the final summative rating earned in the most recent fully completed evaluation prior to the 2019-2020 school year. By way of example, a teacher rated "Skilled" for the 2018-2019 school year, shall be rated "Accomplished" or "Skilled" and shall not receive a final summative rating of "Developing" or "Ineffective" for the 2019-2020 school year.
3. In the event a teacher or counselor was subject to a professional improvement plan during the 2019-2020 school year, under Article 7, Evaluation, said plan will continue for the 2020-2021 school year. Once school resumes for the 2020-2021 school year, the credentialed evaluator shall establish a revised date for completion of the professional improvement plan.
4. All signatures required for completion and submission of teacher evaluations shall be electronically acquired and original/hand signatures shall not be required. All teachers are required to log into the e-TPES system and enter their personal PIN numbers to confirm receipt and sign the 2019-2020 final summative evaluation. Copies of teacher evaluations shall be transmitted electronically and not in paper form.
5. Based upon the full completion of the procedures provided above, all teachers subject to evaluation for the 2019-2020 school year shall be deemed to have evaluations complied with for purposes of R.C. 3319.11.

This Memorandum of Understanding shall expire on June 30, 2021. This Memorandum of Understanding contains the entire agreement between the parties with respect to its subject matter and supersedes any prior agreements or understandings between the parties concerning the issues reflected in the foregoing provisions.

**FOR THE REVERE LOCAL SCHOOL
DISTRICT BOARD OF EDUCATION:**

**FOR THE REVERE EDUCATION
ASSOCIATION:**

Matthew L. Montgomery, Superintendent

Jason Milczewski, President

Date

Date

This Memorandum of Understanding was approved by the Revere Local School District Board of Education on April 21, 2020, Board Resolution No. _____.

New Document



**Revere Local School District
Remote Learning Support Plan
Phase II: Beginning 04/13/20**

March 31, 2020

Revere Executive Staff



Revere Staff,

It has been two weeks now that our “new normal” has been in play and we want to commend you for the hard work and commitment you put in to ensure education continues for the Revere students. Kudos to each of you for your tireless efforts!

As we prepare to move into Phase II of this continued shelter-in-place, the plans for moving forward beyond spring break have been developed. Remember, there is to be NO instruction during spring break, April 6 - 10, 2020. This document along with ongoing communications within your building teams will outline the expectations for remote education in Revere. Of course, this time frame is subject to change based on decisions made at the local, state, and federal levels.

Please reach out to your respective building administration should you have questions. As an executive team, we are constantly communicating with one another to make decisions in the best academic and social/emotional interests of our staff and students. One last reminder, the details of this document begin on **Monday, April 13th and will continue until determined by local, state, and federal officials.**

Respectfully,

The Revere Executive Staff

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I. Staff Schedules

The following schedules should be followed effective Monday, April 13th until further notice. Please note: For ANY staff member, entering the building must be cleared with the superintendent via building principal ahead of time and temperatures will be taken.

A. Certificated Staff

Date	Professional Expectations
Monday, April 6 - Friday, April 10	Spring Break - There is to be no instruction during this time.
Monday, April 13, 2020	Phase Two Implementation Begins
Monday, April 13, 2020, and each Monday thereafter	Team planning time Remote grade levels, teams, and/or departments meetings are scheduled and held via Zoom (Dates and times determined at the building levels) **No Office hours on Mondays, however, this is a school day for students and work should be assigned
Tuesday, April 14 - TBD Tuesdays - Fridays	Implementation of remote learning Office Hours 9:00 a.m.-11:00 a.m. Remote grade levels, teams, and/or departments meetings are scheduled and held via Zoom and at the discretion of the building administration

**B. Building Secretaries (SSP), Administrators, Technology Department,
Transportation Secretary**

Date	Work Hours	Expectations
Monday, April 6 - Friday, April 10	N/A	Spring Break - Schools are closed.
Monday, April 13, 2020 - TBD	Normal workday	Work remotely from home or come in at the direction of administration for limited specific work that must be done on-site. <i>This must be cleared with the superintendent ahead of time or in a timely fashion.</i>
Tues.-Fridays	9:00 a.m. - 12:00 p.m.	Additional hours required if deemed necessary by the supervisor remotely or see above.

II. Challenges to Consider, Grading Procedures & Assessment

A. New Challenges We Face as We Move Into Phase II

- a. How do we NOW begin to introduce new content and **assessment/grading** of new learning as we set our sites on remote learning until May 1st which is subject to change?
- b. How do we keep learning on track for students while our district is shut down without overloading families?
- c. How do we address not only the academic but also the emotional needs of our students?

- d. How do we support and sustain the current learning of our students while they are at home OR in the care of a provider other than with their parents/home environment?

B. Grading Procedures for All Revere Students:

For clarity purposes, as we implement Phase II of the Remote Learning Plan, here are the key dates and how the work the students completed within those date ranges should be calculated for the 2nd Semester:

a. Key Dates & Semester Grade Calculation Percentages:

- i. January 28th to March 12th (3rd Grading Period)
34% of semester grade
- ii. March 18th to April 3rd (Phase I Remote Online Learning Period)
16% of semester grade
- iii. April 13th through the end of the year¹ (Phase II Remote Learning)
50% of semester grade

b. Grading Procedures for Specific Grade Levels:

i. Semester Grading Marks for Grades K - 2:

- 1. Our K-2 students are graded using a standards based system of P (Proficient), I (In Progress) and N (Needs Improvement). All of our kindergarten through 2nd grade standards are end of the year goals for our students. During this time, we truly cannot assess proficiency so most of our students will receive an I to indicate they are in progress towards their goals unless a student showed proficiency before remote learning began.

ii. Semester Grading Marks for Grades 3 - 5:

- 1. The following grades will be issued at the end of the 2nd semester:
 - a. Pass
 - b. Fail
- 2. Example:
 - a. First six weeks a student earns an 80%, three weeks of Phase I a student earns 100%, 9 weeks of Phase II a student earns 100%
 - b. Calculation:
 $80 * 34\% = 27$ (3rd GP)

¹ Dependent upon directives from Governor Mike DeWine

$$100 * 16\% = 16 \text{ (Phase I)}$$

$$100 * 50\% = 50 \text{ (Phase II)}$$

$$\text{Semester Grade} = 93\% \text{ (Student Receives a Pass grade)}$$

iii. Semester Grading Marks for Grades 6 - 12:

1. As the deadline for shelter-in-place has been extended until May 1st, and most likely until the end of the school year, **grades will now be a part of the assessment process**. Teachers will collect and enter into Progressbook grades for quizzes, tests, projects, etc. that are assigned **beginning April 13th**.

Key Points:

- a. There will be no 3rd Grading Period report card
 - i. *For 9-week classes at RMS, please calculate the work students did using the percentages from letter "i" and "ii" below in letter "d"*
- b. Final semester grade will be a letter grade for grades 6 - 12
- c. No final exams (RHS only)
- d. Grades will be calculated using the following dates and formula (as stated on page 6)
 - i. January 28th to March 12th (3rd Grading Period)
34% of semester grade
 - ii. March 18th to April 3rd (Phase I)
16% of semester grade
 - iii. April 13th through the end of the year² (Phase II)
50% of semester grade

2. Example

- a. First six weeks a student earns an 80%, three weeks of Phase I a student earns 100%, 8 weeks of Phase II a student earns 90%
- b. Calculation

$$80 * 34\% = 27 \text{ (3rd GP)}$$

$$100 * 16\% = 16 \text{ (Phase I)}$$

$$90 * 50\% = 45 \text{ (Phase II overall grade)}$$

$$\text{Semester Grade} = 88\% \text{ (Student receives a "B+")}$$

² Dependent upon directives from Governor Mike DeWine

Initially, it was determined that the three (3) weeks of the Phase I Remote Learning, from March 18th to April 3rd, would be a pass/fail only and outcomes of this work would not be calculated into the grading period or semester grades. After much discussion with administration, and with input from teachers, it has been determined we will give credit for the Phase I Remote Learning in the above stated manner with the following written explanation:

- The work students were assigned will serve as 16% of the final semester grade on a pass/fail basis. This calculation is due to the Phase I Remote Learning period comprising 3 weeks of the 18 total weeks in the semester.
- **Please note: It is an expectation that the Phase I Remote Learning period grade will only enhance a student's grade, not negatively impact it.**
 - **A student should have the opportunity to complete Phase I assigned work up through the end of the semester with no grade reduction or penalty.**

“Remote student learning during this pandemic may be formatively assessed (where possible and practical). We acknowledge that it may need to be assessed during the transition back to in-person instruction. Remote learning is designed to support student learning and continuity of education. Grading is feedback and communication in a snapshot of time to students and parents. The aim, emphasis, and focus for schoolwork assigned, reviewed, and completed during remote learning is on learning, not on compliance.”

“All students should have the opportunity to redo, makeup, or try again to complete, show progress, or attempt to complete work assigned prior to remote learning. The emphasis for schoolwork assigned, reviewed, and completed during the remote learning period is on learning, not on compliance.”

Dixon, B. & Kirmes, J. (2020). *Remote Learning Recommendations During COVID-19 Emergency* [PDF file]. Illinois: Illinois State Board of Education. Retrieved from <https://www.isbe.net/Documents/RL-Recommendations-3-27-20.pdf>

C. Assessment

Assessment with remote students will require careful planning. Traditional assessments can put students in precarious situations where a Google search makes academic dishonesty tempting and easy. The goal should be to create a learning environment where students are set up for success rather than failure.

Remember, students who receive accommodations per their IEP or 504 plan will need access to the same considerations just as when they were before you in the classroom.

Checking-in regularly and providing constructive feedback (formative assessment) on the work they are doing is very important to their learning and to the parents who are supporting them at home.

III. Communication Methods with Students & Families

Grade Band	Learning Communication Method	Areas for Learning Experiences
K-2	Gmail to families SeeSaw will be used to gather and collect work	Reading, Writing, Word Study, and Math Encore activities will also be shared.
3-5	Posted to Google Classroom Progressbook to communicate assignments	Language Arts, Math, Science, and Social Studies Art, physical education, Music
6-12	Posted to Google Classroom Progressbook to communicate assignments	Assignments should reflect the classes in the student's schedule

“Both real-time and pre-recorded classes have advantages and disadvantages. Instructors should use discretion and use whichever they feel is most appropriate for their particular content and classes” (Dixon and Kirns, 2020). However, parent feedback has indicated that face-to-face instruction or Zoom meetings are beneficial. It is likely that real-time or pre-recorded lessons will have to increase as new content is introduced.

IV. Expectations

The following recommendations and guidelines are presented as suggested minimum and maximum times of engagement by each student in remote learning activities. Team planning K-12 will be necessary and required to ensure that the below maximums are being adhered to for our students. **This will be particularly important at the Secondary Level with students having multiple teachers.**

Grade Level	Minimum	Maximum	Recommended Length of Sustained Attention
PreK	20 minutes/day	60 minutes/day	3-5 minutes
K	30 minutes/ day	90 minutes/day	3-5 minutes
1-2	45 minutes/day	90 minutes/day	5-10 minutes
3-5	60 minutes/day	120 minutes/day	10-15 minutes
6-8	Class: 15 minutes/day Total: 90 minutes/day	Class: 30 minutes/day Total: 180 minutes/day	1 subject area or class
9-12	Class: 20 minutes/day Total: 120 minutes/day	Class: 45 minutes/day Total: 270 minutes/day	1 subject area or class

“... we encourage teachers to give additional optional work, engagement opportunities, and enrichment opportunities (e.g., independent research projects) as long as it is made clear to students and families that the work is optional and will not negatively impact a student’s grade. Additional engagement is especially important for primary grades, where it is not developmentally appropriate to expect a student to attend to academic tasks for a long period of time.”

***AP Courses will be progressing at the standard instructional rate different from the above expectations due to the online administration of the AP Exams.

Suggestions for Additional Activities				
Mind	Body	Sprit	Environment	Family
• Reading, e.g., independent reading, listening to someone else read, audiobooks • Puzzles, Word Searches • Write a story or in a journal • Count money • Draw a map of your neighborhood • Building with blocks or Legos • Listen to a podcast • Watch a documentary	• Take a walk • Dance • Exercise • Fine/gross motor activities • Stretch or do yoga • Play a sport	• Listen to music or sing • Playing (inside or outside) • Creative arts • Coloring or drawing • Imaginative play • Meditate • Do something you've been avoiding	• Clean up your room • Do age-appropriate chores • Gardening • Fix something broken • Take care of pets or plants • Cook or bake	• Write a letter to someone • Play board games with a family member • Tell jokes or riddles • Build a fort and tell stories in it • Offer to help someone

Dixon, B. & Kirmes, J. (2020). *Remote Learning Recommendations During COVID-19 Emergency* [PDF file]. Illinois: Illinois State Board of Education. Retrieved from <https://www.isbe.net/Documents/RL-Recommendations-3-27-20.pdf>

V. Discussion Questions for Departments and Teams

As you work together to prepare for implementation of Phase II Remote Learning Plan beginning on Monday, April 13th through May 1st, please continue to consider the following questions and/or comments.

1. Lessons/units will now be planned from April 13 to the end of the school year with regular check-ins (office hours) occurring Tuesdays - Fridays.
2. Consistent with the U.S. Department of Education guidance³, Ohio recognizes federal and state disability laws allow for flexibility in determining how to meet the individual needs of students with disabilities. We encourage school districts to make a good faith effort to provide education to all students through alternative means including distance instruction provided online, by telephone or through other means. Communication and

³ Ohio Department of Education (March 27, 2020). *Considerations for Students with Disabilities During Ohio's Ordered School-Building Closure* [PDF file]. Ohio: Ohio Department of Education. Retrieved from <http://education.ohio.gov/Topics/Student-Supports/Coronavirus/Considerations-for-Students-with-Disabilities-Duri>

collaboration with parents is of paramount importance in identifying the most appropriate course of action.

a. Expectations:

- i. Each intervention specialist or case manager will complete a Student Services Remote Learning Plan. Each plan must be completed and sent to parents no later than Monday, April 13, 2020. Document will be shared by the Director of Student Services.

b. Key reminders:

- i. Focus instruction should be individualized and based on students' IEPs.
- ii. Communication between special education and special education teachers (including related services) must happen on a weekly basis.
- iii. Special Education teachers working with students on extended standards should provide instruction to students either digitally or in print.

3. Practices, assignments, **and now assessments**, should be streamlined or pruned altogether.
4. The work should extend, support, and **now add new learning of the curriculum including work at the primary and elementary levels.**
5. Determine by grade level or content areas using your curriculum maps, what is essential to teach and assess between now and the end of the school year. This is especially important in math, social studies, and science where the standards change significantly from the end of one year to the next.

English Language Arts continues to build on the same ten standards as rigor is added at each grade level and can be picked up more easily by next year's teachers. Rigor levels should be maintained as much as possible.

VI. Closing

We were highly encouraged by the level of teacher professionalism and pedagogy displayed during Phase I of the Remote Learning Plan. We will rely on this level of professionalism and support for our students as we begin Phase II. Please reach out to your grade level or department teams, technology coaches, building administration and central office staff for support as needed.

New Document

BOARD OF EDUCATION MEETINGS

Meetings of the Board of Education, whether organizational, regular, or special shall be open to the public at all times. A meeting is any prearranged discussion of the public business by a public body by a majority of its members. Minutes of the proceedings shall be promptly recorded and are public documents, open to the public for inspection. These requirements do not preclude the Board from conducting executive sessions as authorized by O.R.C. §121.22. However, no official business may be transacted except in open meetings, which the public may attend.

Annual Organizational Meeting

The Board shall meet on a day occurring during the first fifteen (15) days of January of each year, and shall organize by electing one (1) of its members President and another Vice-President, both of whom shall serve for one (1) year and until their successors are elected and qualified. The Treasurer of the Board shall canvass the members of the new Board no later than December 31 to establish the day of the organizational meeting.

Regular Meetings

Regular meetings of the Board shall be held at Revere High School, 3420 Everett Road, Richfield, Ohio 44286 on the third Tuesday of each month as fixed by the Board at the organizational meeting as required by law. The Board may change the date, time, and/or place of any regular meeting to a different date agreeable to the Board, and the Treasurer shall take appropriate steps to inform the public and media of the change within a reasonable time preceding the meeting.

A notice of the time and place of regularly scheduled meetings shall be given to the media who have requested notification. Any individual may ascertain the time and place of all regularly scheduled meetings and the time, place, and purpose of all special meetings by:

- A. Writing to the following address: Board of Education, Revere Local School District, c/o Revere High School, 3420 Everett Road, Richfield, Ohio 44286.
- B. Calling the following telephone number during normal business hours: (330) 659-6111

Special Meetings

A special meeting of the Board may be called by the President, by the Treasurer, or by any two (2) members, by serving a written notice of the time, place and purpose of such meeting upon each member of the Board, at least two (2) days prior to the date of such meeting. Such notice must be signed by the official or members calling the meeting. The Superintendent or Treasurer shall take appropriate steps to inform the public and media of the special meeting at least twenty-four (24) hours in advance.

Any representative of the news media may obtain notice of all special meetings by requesting in writing that such notice be provided. Such notice will only be given, however, to one representative of any particular publication or radio or television station. The request shall provide the name of the individual media representative to be contacted, his/her mailing address, and a telephone number and a fax number where he/she can be reached. The Treasurer shall maintain a list of all representatives of the news media who have requested notice of special meetings pursuant to this section.

The Treasurer shall maintain a list of all persons who have requested, in writing, notice of all meetings at which any specific subject matter designated by such persons is scheduled to be discussed. Any person may have his/her name placed on such a list upon advance payment of the cost of this service, as determined by the Treasurer.

Work Sessions

The Board reserves the right to call work and discussion sessions as required. These sessions shall be held in accordance with the provisions of O.R.C. §121.22.

Emergency Meetings

In the event of an emergency, a meeting may be called, and the Treasurer shall notify the news media immediately of the time, place, and purpose of the meeting.

Executive Sessions

The Board may enter into an executive session as a committee of the whole, open only to such persons, other than the members thereof, as the Board may direct, only after a majority of the quorum of the Board determines, by a roll call vote, to hold such a session. The motion shall state the purpose(s) for the executive session. No business of any nature shall be transacted in an executive session, and the meeting must be reconvened before adjournment.

An executive session may be held only at a regular or special meeting for the sole purpose of the consideration of any of the following matters: (1) The appointment, employment, dismissal, discipline, promotion, demotion, or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or regulated individual, unless the employee official, licensee, or regulated individual requests a public hearing. If the Board holds an executive session under this provision, the motion and vote to hold the executive session shall state the specific purpose(s) for which the executive session is being held, but need not include the name of any person to be considered at the meeting; (2) To consider the purchase of property for public purposes or the sale of property at competitive bidding if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal interest is adverse to the general public interest; (3) Conferences with an attorney concerning disputes which are the subject of pending or imminent court action; (4) Preparing for, conducting, or reviewing negotiations or bargaining sessions with employees concerning their compensation or other terms and conditions of their employment; (5) Matters required to be kept confidential by federal law or

state statutes; (6) Specialized details of security arrangements, if 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.

Matters discussed during executive session shall be considered confidential. No present or former member or employee of the Board shall disclose or use without proper authorization any information acquired during the course of any executive session.

Agenda Preparation and Dissemination

The Superintendent, Treasurer, and staff shall prepare all the agendas for the Board. At the Superintendent's discretion, items of business suggested by others may be included.

The Board should receive the agenda and supporting materials prior to the Board meeting to allow the Board to properly conduct the Board meeting.

Copies of the agenda and supporting materials shall be available to those at the meeting who request them. Emergencies may occur between the time the official agenda is disseminated and the actual meeting. Such items may be included in an addendum, which then becomes a part of the printed agenda. However, last-minute items should be kept to a minimum.

The Board may use a consent agenda to deal with routine business items.

Quorum

Three (3) or more of the members of the Board shall constitute a legal quorum for the transaction of business at any meeting. A majority of the Board's approval is required to take action, even if only a quorum is present. If a quorum is not present, no official action can be taken. Except as otherwise required by law, these policies, or parliamentary authority, a majority vote of those members present and voting shall be sufficient to transact business. A member of the Board must be physically present at the meeting in order to be counted as part of the quorum, unless otherwise permitted by law.

Voting

On a motion to adopt a resolution authorizing the purchase or sale of real or personal property, the employment of all personnel, the election or appointment of an officer, the payment of any debt or claim, or the adoption of any textbooks, the Treasurer of the Board shall publicly call the roll of the members composing the Board and enter into the records the names of those voting "aye" and the names of those voting "no." If a majority of the full membership of the Board votes "aye," the President shall declare the motion carried. A member of the Board must be physically present at a meeting in order to vote, unless otherwise permitted by law.

Order of Business

The following shall be the tentative order of business of the regular meetings of the Board. The order of business may be changed at the request of the majority of the Board.

- A. Listing of Board members.
- B. Audience comments.
- C. Approval of minutes usually with a suspension of the reading since they are distributed in written form.
- D. Approval of the Treasurer's financial statement for the month.
- E. All other matters that may come before the Board.
- F. Administrative staff reports.
- G. Establishment of day, time and place of the next regular meeting of the Board.
- H. Adjournment.

Rules of Order

Except as otherwise provided by law, by regulation, or by the policies of the Board, meetings of the Board shall be conducted in accordance with the most recent edition of *Robert's Rules of Order, Revised*.

Amendments, alterations, corrections or repeal of the rules may be made, or their operation may be suspended at any regular or special meeting of the Board by a vote of two-thirds of all members of the Board who are present.

Minutes of Proceedings

The minutes of an earlier Board meeting shall be considered at the next succeeding meeting of the Board. An accurate set of minutes of each Board meeting shall be kept by the Treasurer in an official record book specified for that purpose. It shall be kept in the office of the Treasurer. It shall be open at all reasonable times to public inspection. This record shall be dated, indexed, and include a listing of Board members and administrative members in attendance. It shall also include a copy of all resolutions approved and a listing of those persons attending the meeting in the general audience.

LEGAL REFS: O.R.C. §§121.22; 3313.14; 3313.15; 3313.16

Adopted: _____

New or Revised Policy

APPOINTMENT OF SUPERINTENDENT

The Superintendent shall hold a superintendent's certificate or license and may be appointed in accordance with law by the Board of Education for a term of not more than five (5) years beginning the first day of August and ending the thirty-first day of July. The Superintendent shall serve on a twelve (12) month contract. The Superintendent may be reemployed the calendar year preceding the year of expiration of his/her contract of employment.

The Superintendent is, at the expiration of a current term of employment, deemed reemployed for a term of one year at the same salary plus any increments that may be authorized by the Board, unless the Board, on or before the first day of March of the year in which the contract of employment expires, either reemploys the Superintendent for a succeeding term or gives to the Superintendent written notice of its intention not to reemploy the Superintendent.

The Board shall enter into an employment contract with the Superintendent, which shall include the following information:

- A. The title of the position;
- B. The term for which employment is contracted including beginning and ending dates;
- C. The annual salary and the intervals at which it will be paid;
- D. Other compensation including benefits;
- E. The annual number of days to be worked;
- F. The annual number of days of vacation and holidays; and
- G. Such other matters as may be agreed upon.

The Board may provide the Superintendent with paid vacation leave. Such vacation leave shall be specified in the Superintendent's individual employment contract. Upon the Superintendent's death, the Superintendent's separation from employment with the Board, or at any other time prior thereto, the Board may pay the Superintendent (or the Superintendent's estate in the event of death) at the Superintendent's current rate of pay for all or a portion of the Superintendent's lawfully accrued and unused vacation leave. The terms and conditions governing such payment shall be specified in the Superintendent's individual employment contract.

The Superintendent shall be the chief executive officer of the school system and shall have, under the direction of the Board, supervision of all of the public schools and of all the personnel and various personnel departments of the school system, with the exception of the Treasurer and the Treasurer's staff. The Superintendent is responsible for the management of the schools under the Board's policies and is accountable to the Board.

The Superintendent shall perform such duties as set forth in the Ohio Revised Code and the Board adopted job description. The Superintendent's salary may be increased during the term of office but shall not be decreased unless such decrease is a part of a uniform plan affecting salaries of all employees of the District.

Plan and Procedure for Providing Fringe Benefits

The Superintendent shall be entitled to all fringe benefits provided under his/her individual contract of employment, in accordance with the terms and conditions for use of such fringe benefits, as set forth therein.

LEGAL REFS: O.R.C. §§3319.01; 124.39
O.A.G. 2001-025

Adopted: _____

New or Revised Policy

EMPLOYMENT OF PRINCIPALS AND OTHER ADMINISTRATORS

The Board of Education may employ other administrative staff, including building principals, and other administrative employees as is necessary for the smooth and efficient educational operation of the District in accordance with O.R.C. §3319.02.

The length of employment of all the above-mentioned administrators will be for twelve (12) months, or such other time as agreed to by the Board and administrator.

The Board shall enter into written contracts with its administrative employees specifying the employee's administrative position and duties, the salary and other compensation to be paid for the performance of the duties, the number of days to be worked, the number of days of vacation, if any, and any paid holidays in the contractual year.

All of the above-mentioned administrators are employed for an August 1st to July 31st work year, and may be employed for up to five (5) years. Their contract should also indicate that salaries may be adjusted from time to time, according to the recommendation of the Superintendent and the approval of the Board.

Plan and Procedure for Providing Fringe Benefits

Principals and other administrative staff shall be entitled to all fringe benefits provided under their individual contracts of employment, in accordance with the terms and conditions for use of such fringe benefits, as set forth therein.

LEGAL REFS: O.R.C. §3319.02
O.A.G. 2011-025

Adopted: _____

New or Revised Policy

APPOINTMENT OF THE TREASURER

As required by law, the Board of Education will appoint an individual to serve as Treasurer. The Treasurer shall hold a valid license and shall be appointed at a regular or special meeting held not later than the first day of May for a term not longer than five (5) years beginning August 1st and ending July 31st. The Treasurer may not be a member of the Board or otherwise regularly employed by the Board.

At the expiration of the Treasurer's current term of employment, the Treasurer is deemed re-employed for a term of one (1) year at the same salary plus any increments that the Board may authorize, unless the Board, on or before March 1st of the year in which the contract of employment expires, either re-employs the Treasurer for a succeeding term in accordance with O.R.C. §3313.22 or gives the Treasurer written notice of its intention not to re-employ the Treasurer.

Except for a Treasurer who is automatically disqualified from service pursuant to Ohio law, termination of a Treasurer's contract shall be in accordance with O.R.C. §3319.16.

The Board shall execute a written contract with the Treasurer. The Board may provide the Treasurer with paid vacation leave. Such vacation leave shall be specified in the Treasurer's individual employment contract. Upon the Treasurer's death, the Treasurer's separation from employment with the Board, or at any other time prior thereto, the Board may pay the Treasurer (or the Treasurer's estate in the event of death) at the Treasurer's current rate of pay for all or a portion of the Treasurer's lawfully accrued and unused vacation leave. The terms and conditions governing such payment shall be specified in the Treasurer's individual employment contract.

The duties of the Treasurer shall be those outlined in O.R.C. §§3313.22 to 3313.32, inclusive, and the job description adopted by the Board.

Plan and Procedure for Providing Fringe Benefits

The Treasurer shall be entitled to all fringe benefits provided under his/her individual contract of employment, in accordance with the terms and conditions for use of such fringe benefits, as set forth therein.

LEGAL REFS: O.R.C. §§3313.22; 3313.25; 124.39
O.A.G. 2011-025

Adopted: _____

New or Revised Policy

TUTORING DISTRICT STUDENTS FOR PROFIT

No teaching employee shall tutor a District student for profit, without first obtaining the prior written consent of the Superintendent. If permitted by the Superintendent, the following conditions apply to a teacher who is tutoring a District student for profit:

- A. No tutoring shall occur during the regular school day or during the regular working hours of the teacher.
- B. The teacher's use of District facilities for purposes of tutoring students for profit must conform to Board Policy governing Community Use of School Facilities, including the payment of any associated fee or charge for such use.
- C. No teacher shall tutor, for profit, a District student who is enrolled in the teacher's class.

LEGAL REFS: Licensure Code of Professional Conduct for Ohio Educators

Adopted: _____

New or Revised Policy

STUDENT ATTENDANCE ACCOUNTING/MISSING CHILDREN

The Board of Education believes in the importance of trying to decrease the number of missing children; therefore, efforts will be made to identify possible missing children and notify the proper adults or agencies.

The primary responsibility for supervision of a student rests with the parent(s) or guardian(s). Parents or guardians of absent children shall call the school each day to report the absence within the first two (2) hours of the beginning of the school day that the student is absent.

Within 120 minutes after the beginning of each school day, the attendance officer, attendance officer's assistant for each individual school building, or other person the attendance officer designates to take attendance for each school building shall make at least one attempt to contact the parent, guardian, or other person having care of any student who was absent without legitimate excuse from the school the student is required to attend as of the beginning of that school day.

An attempt to contact a student's parent, guardian, or other person having care of the student shall be made through one of the following methods:

1. A telephone call placed in person;
2. An automated telephone call via a system that includes verification that each call was actually placed, and either the call was answered by its intended recipient or a voice mail message was left by the automated system relaying the required information;
3. A notification sent through the school's automated student information system;
4. A text-based communication sent to the parent's, guardian's, or other person's electronic wireless communications device;
5. A notification sent to the electronic mail address of the parent, guardian, or other person;
6. A visit, in person, to the student's residence of record;
7. Any other notification procedure established by the Superintendent.

If the parent, guardian, or other person having care of a student initiates a telephone call or other communication notifying the school or building administration of the student's excused or unexcused absence within 120 minutes after the beginning of the school day, no attempt to contact such person need be made.

Parent(s), guardian(s), or other responsible person(s) shall provide the school with their current home and/or work telephone numbers and home addresses, as well as emergency numbers.

LEGAL REFS: O.R.C. §§3313.205; 3313.672; 3321.141

Adopted: _____

New or Revised Policy

STUDENT RECORDS

The educational interests of the student require the collection, retention, and use of information about individual students. At the same time, the student's right of privacy and other rights mandate careful custodianship and limitations on access to student records.

The Board of Education is responsible for the records of all students who attend or have attended this District. Only records mandated by the state or federal government and necessary and relevant to the function of the District or specifically permitted by this Board may be compiled by District employees.

I. DEFINITIONS

- A. "Education Records" means those records, files, documents and other materials, subject to the exceptions listed hereinafter, which contain information directly related to a student and are maintained by the District or by a party acting for the District. Education records do not include records of instructional, supervisory, and administrative personnel and educational personnel ancillary thereto which are in the sole possession of such personnel, are used only as a personal memory aide, and are unavailable to any other person except a substitute.
- B. "Personally identifiable information" includes, but is not limited to, the name and address of the student or student's family members; a personal identifier, such as social security number, student number, or biometric record; an indirect identifier, such as date of birth, place of birth, or mother's maiden name; other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community who does not have personal knowledge of the relevant circumstances to identify the student with reasonable certainty; or information requested by a person who the District reasonably believes knows the identity of the student to whom the education record relates.
- C. "School officials and personnel" are persons employed by the District as administrators, supervisors, instructors, or support staff members (including health or medical staff and law enforcement unit personnel), and persons serving on the District's Board of Education. School officials and personnel may also include contractors (for example, an attorney or auditor), consultants (for example, a medical consultant or therapist), volunteers, or other parties who perform a school service or function, are under the direct control of the Board, an administrator, or a teacher, and are subject to the nondisclosure requirements of this policy.

II. GENERAL PRINCIPLES

The District maintains student education records necessary for the discharge of its educational responsibilities and in satisfaction of local, state and federal requirements. Student education records are and shall remain the property of the District, are intended primarily for the internal use of the District, and are confidential.

In all cases, permitted, narrative information in student records shall be objectively based on the personal observation or knowledge of the originator.

The Superintendent or his/her designee shall be the custodian of all student education records; provided, however, that the building principal or his/her designee shall be responsible for record maintenance and access within his/her building.

Personally identifiable information from student education records shall be disclosed only to parents of students, students, designated school officials and personnel who have a legitimate educational interest in the information and to those persons otherwise permitted by law. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities.

Both parents shall have equal access to student records unless stipulated otherwise by court order or law. A noncustodial parent shall have the same right of access to his/her child's records as a custodial parent, except where access is limited by an agreement between the parents or by a court order. In the case of adult students (18 years and older), parents may be allowed access to records without student consent, provided the student is considered a dependent under section 152 of the Internal Revenue Service Code, or in a health or safety emergency. Students and their parents and guardians have a continuing duty to inform the custodian of any changes in education records.

The Board authorizes the Superintendent or his/her designee to:

- A. forward education records on request to a school in which a student of this District seeks or intends to enroll, or a school in the resident district for the student. During the course of transferring a student's record to an educational institution for legitimate educational purposes, the District shall not alter, truncate, or redact any part of a student's record so that any information on the student's record is rendered unreadable or unintelligible;
- B. disclose personally identifiable information to appropriate parties as permitted by federal regulations and state laws; and
- C. enter into written agreements pursuant to the requirements set forth in federal regulations with organizations conducting studies for, or on behalf of, educational

agencies or institutions for the purpose of developing, validating or administering predictive tests, administering student aid programs and improving instruction.

The Superintendent will:

- A. enter into written agreements pursuant to the requirements of federal regulations with the Comptroller General of the United States, the Attorney General of the United States, the Secretary of the United States Department of Education, or the Ohio State Board of Education for the purpose of carrying out an audit or evaluation or to comply with federal legal requirements, and to use reasonable methods, as appropriate, to ensure to the greatest extent possible that personally identifiable information is used only to carry out an audit or evaluation, or for enforcement or compliance with federal legal requirements, to protect personally identifiable information from unauthorized uses, and to provide for the destruction of personally identifiable information when no longer needed for these purposes; and
- B. inform each person or party requesting access to a student's record of their duty to abide by federal regulations and state laws concerning the disclosure of information.

The District shall maintain a record of those persons to whom information about a student has been disclosed. The record of disclosure shall be maintained as long as the educational record is maintained. Such disclosure records will indicate the student, person requesting or viewing the record, information disclosed, the date of disclosure, the legitimate interest the party had in requesting or obtaining the information, and, in a health or safety emergency, a description of the threat to the health or safety of a student or other individuals that formed the basis for determining that an emergency existed. The District shall use reasonable methods to identify and authenticate the identity of parents, students, school officials, and any other parties to whom personally identifiable information is disclosed.

Parents or adult students shall have the right to inspect and review official student records and related information upon written request to the principal of the building to which the student is assigned. An appointment for the review of the records will be made at a mutually convenient time as soon after the receipt of the written request as possible but in all cases within forty-five (45) days of the receipt of the written request. The review will be conducted in a private setting in the presence of the principal or designated representative.

Copies of the records will be provided when required by law, upon request, at the parent's or eligible student's expense. No material may be removed, modified, or added to the file except in accordance with current procedures or as a result of a hearing as described below.

Only “directory information” regarding a student shall be released to any person or party, other than the student or his/her parent, without the written consent of the parent; or, if the student is eighteen (18) years of age or older, the written consent of the student, except those persons or parties stipulated by the District’s policy and/or those permitted access by the law. Whenever parental consent is required for the inspection and/or release of a student’s health or educational records or for the release of directory information, either parent may provide such consent unless agreed to otherwise in writing by both parents or specifically stated by court order. If the student is under the guardianship of an institution, the Superintendent shall appoint a person who has no conflicting interest to provide such written consent.

Pursuant to Ohio’s Student Privacy Act, O.R.C. §3319.321, the District shall not release, or permit access to, personally identifiable information, other than directory information, concerning any former adult student following such person’s death, without the prior written consent of such person.

III. DIRECTORY INFORMATION

Each year the District will provide public notice to students and their parents of its intent to make available, upon request, certain information known as “directory information.” The Board designates as student “directory information”: a student’s name; address; telephone number; date and place of birth; photograph; major field of study; participation in officially recognized activities and sports; height and weight, if a member of an athletic team; dates of attendance at the District; grade level; date of graduation; degrees, honors and awards received; most previous educational agency or institution attended by the student; e-mail address or any other information which would not generally be considered harmful or an invasion of privacy, if disclosed. Directory information does not include a student’s Social Security number or the student’s identification number, user identification, or other unique personal identifier, unless the identifier cannot be used to gain access to education records except when used in conjunction with authenticating information.

Parents and adult students may refuse to allow the District to disclose any or all of such “directory information” upon written notification to the District within twenty (20) days after receipt of the District’s notice. The District will not release directory information that alone or in combination can be used as personally identifiable information to identify a student.

The District shall release the names, phone numbers and addresses of students in grades nine through twelve (9-12) to a recruiting officer for any branch of the United States Armed Forces or an institution of higher education that requests such information. Such data shall not be released if the adult student or student’s parent submits a written request not to release such information. The notice to parents or eligible students shall inform the parent or eligible student that they have a right to prohibit all or a portion of the information to be released. The recruiting officer is to sign a form indicating that “any information received by the recruiting officer shall be used solely for the purpose of informing students about military service and shall not be released to

any person other than individuals within the recruiting services of the Armed Forces.” The Superintendent is authorized to charge mailing fees for providing this information to a recruiting officer.

Notwithstanding the provisions set out above, no person shall release or permit access to the names or other personally identifiable information concerning any students attending a public school to any person or group for use in a profit making plan or activity.

The District may disclose “directory information” on former students without student or parental consent.

IV. NOTIFICATION OF RIGHTS UNDER FERPA

The Superintendent annually shall provide notice to students and parents to ensure they are adequately informed regarding their rights to:

- A. inspect and review the student’s education records;
- B. request amendments if the parent or adult student believes the record is inaccurate, misleading, or otherwise in violation of the student’s rights;
- C. consent to disclosures of personally identifiable information contained in the student’s education records, except to those disclosures allowed by the law;
- D. challenge District noncompliance with a parent’s request to amend the records through a hearing;
- E. file a complaint with the Department of Education; and
- F. obtain a copy of the District’s policy and administrative guidelines on student records.

V. PROCEDURE TO CHALLENGE OR AMEND STUDENT RECORDS

The parent of a student or an eligible student who believes that information contained in the educational records of the student is inaccurate or misleading or violates the privacy or other rights of the student may request in writing that the records be amended.

The principal shall notify the parent or eligible student of the decision relative to the request and if the request is denied, the principal shall advise the parent or eligible student of the right to appeal the decision to the Superintendent.

Parents or adult students shall have an opportunity for a hearing to challenge the contents of the student’s education records to insure that the records are not inaccurate, misleading, or otherwise

in violation of the privacy or other rights of the student, and to provide an opportunity for the correction or deletion of any such inaccurate, misleading, or otherwise inappropriate data contained therein. Such hearings shall be requested in writing of the Superintendent.

Such a hearing will be held within a reasonable time after receipt of the written request for the hearing but in no event later than forty-five (45) days following the date of receipt. The parties shall receive notice of the time and place of the hearing. The hearing will be conducted by the Superintendent or a designated hearing officer.

The hearings shall be conducted informally and the parent will be afforded the opportunity to present data, evidence, and opinions in support of his/her position and may be assisted or represented by individuals of his/her choice at the parent's expense. For the purpose of the hearing, copies of the student record in question will be provided the parent at the parent's expense.

The hearing officer shall have the right to summon such school personnel as may be necessary to provide information and data to arrive at a fair and impartial decision in the matters at question. The findings of the hearing officer shall be reduced to writing and forwarded to the parties involved within ten (10) school days following the conclusion of the hearing. The ruling shall be based solely upon the evidence presented at the hearing and shall include a summary of the evidence and the reasons for the decision.

If the decision is that the record is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student, the hearing officer shall inform the parent or adult student of the right to place in the educational records of the student a statement commenting upon the information and/or setting forth any reasons for disagreeing with the decision. Such statements shall be maintained as part of the educational records as long as the record or contested portion thereof is maintained by the school.

VI. MAINTENANCE OF RECORDS

The District is authorized to use the digital process of reproduction for the recording, filing, maintaining, and preserving of records.

The Board directs the Superintendent to implement and maintain a reasonable method, consisting of physical controls, technological controls, or administrative policies, to limit access by school officials to those education records in which they have a legitimate educational interest.

No liability shall attach to any member, officer, or employee of this District specifically as a consequence of permitting access or furnishing student records in accordance with this policy and regulations.

LEGAL REFS: O.R.C. §§3319.321; 3319.323
34 C.F.R. 99.1 et seq.

Adopted: _____

New or Revised Policy

PROHIBITION FROM EXTRA-CURRICULAR ACTIVITIES

Participation in extra-curricular activities, including interscholastic sports, is a privilege and not a right. Therefore, the Board of Education authorizes the Superintendent, principals, and assistant principals and other authorized personnel employed by the District to supervise or coach a student activity program, to prohibit a student from participating in any particular or all extra-curricular activities of the District for offenses or violations of the Student Code of Conduct/Student Discipline Code for a period of time determined appropriate by the person imposing the prohibition.

In addition, student athletes are further subject to the Athletic Code of Conduct and may be prohibited from participating in all or part of any interscholastic sport for violations therein.

Suspension from Extra-Curricular Activities

Before being suspended, the person considering the suspension shall provide the student with the following:

- A. Written notice of the intention to suspend and the reasons for the intended suspension; and
- B. An opportunity to appear at an informal hearing before a person authorized to suspend a student from any or all extra-curricular activities, to challenge the reason for the suspension, or to otherwise explain the student's actions.

If a suspension is imposed, the student will receive written notice of the suspension, including the reasons and the date the suspension begins and the date it ends.

The student may appeal the decision of an assistant principal, teacher, coach or activity advisor to his/her building principal. The decision of the principal on such an appeal shall be final.

If a building principal, rather than another staff member, initiates the removal of a student from extracurricular activities, the student may appeal the initial decision of the principal to the superintendent. The decision of the superintendent shall be final.

This policy shall be posted in a central location in each school building and will be available to students upon request.

LEGAL REFS: O.R.C. §3313.664

Adopted: _____

New or Revised Policy

CAREER ADVISING

This policy on career advising is to be updated at least once every two years and made available to students, parents, guardians and custodians, local post-secondary institutions, and District residents. The policy is to be posted in a prominent location on the District's website. This policy shall also be uploaded to the Ohio Department of Education's compliance web system.

The District shall provide:

1. Grade-level examples that link students' schoolwork to one or more career fields by implementing the Career Connections Learning Strategies offered by the Ohio Department of Education.
2. Career advising to students in grades 6-12, which includes meeting with each student at least once annually to discuss academic and career pathway opportunities.
3. Additional interventions and career advising for students who are identified as at risk of dropping out of school. These include:
 - a. Identifying students who are at risk of dropping out of school using a local, research-based method with input from teachers, school counselors, and other appropriate school staff.
 - b. Developing a Student Success Plan for each at-risk student that addresses both the student's academic and career pathway to successful graduation and the role of career-technical education, competency-based education, and experiential learning, when appropriate.

Before developing a student's Student Success Plan, District staff will invite the student's parent, guardian, or custodian to assist. If that adult does not participate in the plan development, the District will provide the adult a copy of the plan, a statement of the importance of a high school diploma, and a listing of the pathways to graduation available to the student.

4. Training for employees on how to advise students on career pathways, including use of the tools available in OhioMeansJobs K-12 and other online sources provided by the District.
5. Multiple academic and career pathways through high school that students may choose to earn a high school diploma, including opportunities to earn industry-recognized credentials and postsecondary course credit.

6. Information on courses that can award students both traditional academic and career-technical credit.
7. Documentation on career advising for each student and student's parent, guardian, or custodian to review, as well as schools that the student may attend in the future. These include activities that support the student's academic, career and social/emotional development.
8. The supports necessary for students to transition successfully from high school to their postsecondary destinations, including interventions and services necessary for students who need remediation in mathematics and English language arts.

LEGAL REF.: O.R.C. §3313.6020

Adopted: _____

New or Revised Policy

SCHOOL VISITORS

Visitors to the schools are welcomed. However, the District's educational program is not to be disturbed by such visitors. Board of Education members will also be required to adhere to this policy. Therefore, the following rules are in effect:

- A. No person shall trespass or loiter in any school building of this District or on the grounds thereof or on other grounds owned or used by the District.
- B. All persons entering a school building shall immediately report their presence to the building office. The principal shall require all visitors to properly identify themselves.
- C. Any parent wishing to visit a school/classroom which his or her child attends may do so only by making prior arrangements with the building principal. Arrangements must be made at least one school day in advance. A class may occasionally be involved in an activity, such as the administration of standardized examinations, when the nature of that activity is such that the presence of any adult in the classroom, other than the teacher, will be inherently disruptive. On such occasions, the principal shall advise the parent of the special problem and shall, at that time, arrange a definite day of visitation as soon as practicable.
- D. In the event a person who is not a parent of a child attending the particular school desires to visit a particular classroom or classrooms, this wish should be communicated to the principal prior to the visitor's arrival at the school. If for any reason the visit would interfere with the program planned for the classroom in question on the day of the proposed visit, the principal shall advise the proposed visitor of the scheduling problem, and shall at that time, arrange a definite day of visitation. In the event a person who is not a parent arrives at a particular school, not having made advance arrangements as set forth herein, whether he or she shall be permitted to visit the school or classroom shall be at the discretion of the principal.
- E. A teacher shall not admit a visitor to his or her classroom unless the visitor is either accompanied by the principal or some person designated by the principal, or presents to the teacher approved identification.
- F. While visiting in a classroom under the aforementioned conditions, a visitor shall not interrupt the class in any way, nor speak to or disturb the children. Use of audio or visual equipment to record class activities is prohibited unless approved by the principal. If the visitor desires to ask questions of or to confer with the teacher, he or she must make arrangements for a conference with the teacher upon leaving the classroom, or contact the teacher at a later time for an appointment.

- G. In order not to unreasonably interfere with the education of the children or the school program, and in order not to overcrowd a particular classroom, the principal shall have the right to restrict the number of visitors to a particular classroom at a given time and shall have the further right to determine a reasonable period of time for a visitor to remain in a classroom.
- H. When a visitor leaves the classroom, unless otherwise arranged with the principal's office, he or she will return directly to the principal's office, and promptly leave the building.
- I. A parent having more than one child in the same school may visit each child's classroom, proceeding from one class to the other. In the event a visitor who is not a parent desires to visit more than one classroom in a building, the principal may require that he or she return to the principal's office after visiting each classroom in order that he or she may be directed to the next classroom he or she desires to visit, and to enable the principal's office to have full knowledge at all times of the number and whereabouts of visitors in the building.
- J. The principal shall have complete authority to exclude from the school premises any persons whom he or she has reason to believe are disruptive to the educational programs in the classroom or in the school, are disturbing the staff or children on the premises, or whom the principal believes are on the premises for the purpose of committing an illegal act. If the person refuses to leave, the principal may summon assistance from the appropriate law enforcement agency.

Rules regarding the entry of persons upon school grounds or premises shall be posted conspicuously at or near the entrance to such grounds or premises if there are no formal entrances, and at the main entrance to each school building. In addition, a sign shall be posted in one or more conspicuous locations in the premises stating the following:

“Unless otherwise authorized by law, pursuant to the Ohio Revised Code, no person shall knowingly possess, have under the person's control, convey, or attempt to convey a deadly weapon or dangerous ordnance onto these premises.”

LEGAL REFS: O.R.C. §§3313.20; 2923.1212

Adopted: _____

New Document

College Credit Plus Partnership
Memorandum of Understanding

Between

Cuyahoga Community College District and Revere Local School District

This Memorandum of Understanding ("MOU") is entered into as of February 1, 2020, between Cuyahoga Community College District ("College") with an address at 700 Carnegie Avenue, Cleveland, Ohio 44115 and Revere Local School District ("School District") with an address at 3496 Everett Road, Richfield, Ohio 44286 (collectively, "the Parties")

RECITALS

WHEREAS, Ohio House Bill 487, which includes the College Credit Plus program ("Program"), was signed into law by Governor John Kasich on June 16, 2014; and,

WHEREAS, the College Credit Plus program governs arrangements in which a secondary grade student enrolls in a college and, upon successful completion of coursework taken under the Program, receives transcribed credit from the College and the high school; and,

WHEREAS, commencing at the start of the 2020-2021 school year, the College and School District desire to provide eligible secondary grade students with the opportunity to take college courses for high school and college credit; and,

WHEREAS, the College and School District agree to adhere to the applicable responsibilities and expectations included in Ohio Revised Code section 3365,

Now, therefore the Parties agree as follows simultaneously:

A. Student Eligibility:

1. All College ready students, grades 7 – 12, who qualify for College admission may participate.
2. Students, or their parents, must inform the School District, via the student's principal or equivalent, by the first day of April of the student's intent to participate in the Program the following year.
3. The student must:
 - a. Apply to the College in accordance with the College's established procedure for admission.
 - b. Meet the College's established standards for admission and for course placement.

B. The School District will:

1. Provide students enrolled in grades six through eleven with information about the Program prior to the 15th day of February each year.
2. Provide Counseling to students and their parents before the student participates in the Program to ensure the students and parents are aware of possible consequences and benefits of the Program. Counseling shall include, but not be limited to:
 - a. Program eligibility;
 - b. Academic credits;
 - c. Any necessary financial arrangements;
 - d. Transportation;
 - e. Support services;
 - f. Scheduling;
 - g. Student and parental responsibilities under the Program; and
 - h. Counseling services of the College.
3. Promote the Program on its website.
4. Schedule an informational session each school year to allow College personnel to meet with interested students and parents.
5. Implement a policy for awarding grades and calculating class standing for courses taken in the Program.
6. Develop and publish model course pathways and include those pathways among the School District's official list of courses offered through the Program.
7. Verify participants⁷⁸ are not taking more than thirty (30) college credit hours per academic year and not more than one hundred and twenty (120) college credits at the College during high school.
8. Develop a process to identify students who are economically disadvantaged.
9. Annually collect, report and track data related to the Program pursuant to Ohio Revised Code section 3365.15.

C. The College will:

⁷⁸ Ohio Revised Code 3365.01(M) defines participant as, "any student enrolled in a college under the program established by this chapter." Therefore, any time the word participant is used in this MOU, it refers to a student who is enrolled at Cuyahoga Community College through the College Credit Plus program. The use of the word student refers to an individual who is not yet enrolled at Cuyahoga Community College.

1. Follow established standards and procedures for the admission of participants. Specifically, the College will:
 - a. Consider all available student data (e.g. grade point average, end of course examinations, etc.) to determine college readiness.
 - b. Give priority to its current enrolled individuals regarding enrollment in courses. However, once a participant has been accepted into a course at the College, the College shall not displace the participant for another currently enrolled individual.
 - c. Adhere to all capacity limitations that the College has established for specific courses.
2. Notify participant, participant's parent, participant's secondary school and superintendent of School District, not later than fourteen calendar days prior to the first day of classes of the term of participant's admission to the College and to specific course(s) in the Program.
3. Provide, not later than twenty-one calendar days after the first day of classes for the new term, to each participant, participant's secondary school, and superintendent of School District:
 - a. The courses and hours of enrollment of the participant;
 - b. The option of reimbursement elected by the participant pursuant to Ohio Revised Code 3365.07.
 - c. A roster of participants from the School District enrolled in the College and a list of courses for each participant.
4. Promote the Program on the College's website.
5. Coordinate with the School District to present at least one informational session on the Program per school year for interested students and parents prior to the 15th day of February
6. Assign a counselor as an academic advisor who is employed by the College to each participant enrolled in the College. The College shall ensure that the participant and counselor meet at least once to discuss the Program prior to the date on which withdrawal from a course would negatively affect a participant's transcribed grade.
7. First offer College courses delivered under College Credit Plus , in any modality or location including those delivered in the high school, to full-time faculty of Cuyahoga Community College. The College commits to an expedited process for determining the interest of its full-time faculty in teaching courses under College Credit Plus in any modality or location including college courses taught in the high school. If no full-time faculty members of the College express an interest in teaching College Credit Plus courses at the high school, the College will assign appropriately credentialed adjunct faculty to the course.
8. If the teachers who are teaching Program courses at the School District are employees of the School District, the College will:

- a. Provide at least one, three hour professional development session per school year;
 - b. Conduct at least one full-period classroom observation of each college credit plus course taught by each secondary teacher to ensure the course meets the quality of a College level course.
9. Annually collect, report and track data related to the Program pursuant to Ohio Revised Code section 3365.15.

D. Financial Expectations.

1. The College will use a tiered model for Program costs modeled after Ohio Revised Code section 3365 prescribed minimums. The College will work with faculty to keep textbooks affordable and, when appropriate, open source texts and recent editions will be suggested.
2. For courses offered at the College the Ohio department of education shall reimburse the College eighty dollars (\$80) per credit hour. The School District is responsible for the first fifty dollars (\$50) for each textbook. For purposes of this MOU, "textbook" is defined as any literature, reading material and/or publication that a professor, teacher, faculty member or instructor requires for a course. A "textbook" can be any media including but not limited to print, e-book, electronic book, rental book, hard copy print-outs and electronic print-outs, regardless of if the "textbooks" are purchased outright, financed, leased, rented or any other means of payment required by the College, publisher and/or book dealer.
3. For courses offered at the School District and taught by a College instructor, the Ohio department of education shall reimburse the College forty-one dollars and sixty-four cents (\$41.64) per credit hour. The School District is responsible for the first fifty dollars (\$50) for each textbook.
4. For courses offered at the School District and taught by appropriately qualified School District teachers, the Ohio Department of Education shall reimburse the College forty-one dollars and sixty-four cents (\$41.64) per credit hour. The School District is responsible for the first fifty dollars (\$50) for each textbook.
5. Participant shall not be charged for any tuition, textbooks, or other fees to participate in the Program unless the participant, pursuant to Ohio Revised Code section 3365.06(A), elects at the time of enrollment to be responsible for payment of all tuition and the cost of all textbooks, materials, and fees associated with the course.
6. If the participant does not complete the College course or does not attain a passing final grade in the College course which the participant is enrolled under the College Credit Plus program, the superintendent or equivalent of the School District may seek reimbursement from the participant or the participant's parent(s) for the amount of state funds paid to the College on behalf of the participant for that College course. The School District may not seek reimbursement from participants it has identified as economically disadvantaged.

E. Courses. All courses offered by the College under the Program shall be the same courses that are included in the College's course catalogue for college-level, non-remedial courses and shall apply to at least one degree or professional certification at the College.

F. Instructor Credentials. Each instructor teaching a course under the Program shall meet the credential requirements set forth in guidelines and procedures established by the Higher Learning Commission. If the guidelines require School District teachers to take any additional graduate-level coursework in order to meet the credential requirements, that coursework shall be applicable to continuing education and professional development requirements for the renewal of the School District teacher's educator license.

G. Miscellaneous.

1. **Severability.** The provisions of this MOU are severable and independent, and if any such provision shall be determined to be unenforceable in whole or in part, the remaining provisions and any partially enforceable provision shall, to the extent enforceable in any jurisdiction, nevertheless be binding and enforceable.
2. **Governing Law.** This MOU and the rights of the Parties hereunder shall be governed, construed, and interpreted in accordance with the laws of the State of Ohio.
3. **Notices.** All notices or other written communications required or permitted under this agreement will be effective when received in accordance with this sentence and must be given in writing by courier or reputable overnight delivery services, or by certified mail, return receipt requested to either party at its address set forth below (or to such other address as the Parties may substitute, by proving a written notice in the manner specified in this Section):

Notice to School District:

Attention: _____

Notice to College:

Cuyahoga Community College

700 Carnegie Ave

Cleveland, Ohio

44115

Attention: Heidi Nicholas

With a copy to:

Cuyahoga Community College

Office of General Counsel

700 Carnegie Ave.

Cleveland, Ohio 44236

Fax: (216) 987-4895

4. Liability. Each party shall be responsible for its negligent acts or omissions and the negligent acts or omissions of its employees, officer or directors, to the extent allowed by law.
5. Amendments. This MOU may be modified or amended only by writing signed by both Parties.
6. Force Majeure. Neither Party is responsible to the other for nonperformance or delay in performance of the terms and conditions of this MOU due to the acts of Government, nature, war, riots and other causes beyond the reasonable control of the performing party.
7. Assignment. Neither party may assign its rights or delegate its duties under the MOU. Any attempted assignment or delegation in violation of this Section will be null and void.
8. No Third Party Beneficiaries. This MOU is not a third party beneficiary contract and confers no rights on any third party, including but not limited to students and/or employees of both Parties.
9. Independent Contractors. The Parties are independent contractors, and no agency, partnership, franchise, joint venture, or employment relationship is intended or created by this MOU and neither party may make any commitment on behalf of the other or inference that such a relationship exist.
10. Complete Agreement-Integration. **This MOU contains the complete understanding of the Parties with respect to the subject matter hereof and supersedes all other agreements, understandings, communications, and promises of any kind, whether oral or written between the Parties with respect to the subject matter hereof and to any indication that such exists.**
11. Compliance with the Laws. In performing their obligations under this MOU, the Parties will comply will all applicable state and federal laws and regulations including but not limited to

Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, the Family Educational Rights and Privacy Act ("FERPA"), 20 U.S.C.A. 1232g, and shall not be unlawfully discriminate against any employee or student of the District or the College on the basis of race, sex, religion, disability, age, national origin, color, ancestry, genetic information, military status, sexual orientation, gender identity and expression, pregnancy, and veteran status.

12. Counterparts. Facsimile Signatures. This MOU may be executed in multiple counterparts, all of which shall be originals and which together shall constitute a single MOU between the Parties. For the purpose of interpretation, facsimile signatures shall be equivalent to original signatures.

The Parties listed below, have the full legal right and authority and approval required by law to execute, deliver and perform this MOU and by their signatures are in agreement with the above stated conditions.

School District

Cuyahoga Community College District

Name: _____

Name:

Signature: _____

Signature:

Title: _____

Title: Provost/ EVP, Access, Learning & Success

Date: _____

Date:

New Document

2019-2020 PTA REFLECTIONS ENTRIES THAT ADVANCED TO OHIO PTA AND AWARD RESULTS AT THAT LEVEL

<u>SCHOOL/STUDENT</u>	<u>GRADE</u>	<u>CATEGORY</u>	<u>OHIO PTA RESULTS</u>
<u>RICHFIELD</u>			
Eleanor Ann Corman	1st Grade	Visual Arts	
Calix Jason	1st Grade	Visual Arts	
Claire Lin	2nd Grade	Visual Arts	
Jesse Nowakowski	2nd Grade	Music Composition	Award of Merit
Ben Squires	1st Grade	Literature	
Anna Studebaker	Kindergarten	Dance Choreography	
Liam Studebaker	2nd Grade	Photography	
<u>BATH</u>			
Madelyn Addressi	5th Grade	Photography	
Andrew Ash	5th Grade	Music Composition	
Lauren Bir	4th Grade	Film Production	Honorable Mention
Amelia Brackett	5th Grade	Visual Arts	
Vivienne Gorcz	5th Grade	Visual Arts	
Clara Hovevar	5th Grade	Photography	
Madeline Kovacevich	3rd Grade	Visual Arts	

<u>SCHOOL/STUDENT</u>	<u>GRADE</u>	<u>CATEGORY</u>	<u>OHIO PTA RESULTS</u>
<u>REVERE MIDDLE SCHOOL</u>			
Camryn Bir	7th Grade	Dance Choreography & Photography	
Samantha Cordray	7th Grade	Visual Arts	
Saumya Mahajan	7th Grade	Literature	Honorable Mention
<u>REVERE HIGH SCHOOL</u>			
Ava Ash	9th Grade	Photography	
Sanchita Chandran	10th Grade	Literature	
Madeline Cordray	9th Grade	Dance Choreography	Award of Outstanding Achievement
Abigail DiSalvo	9th Grade	Literature & Photography	
Ashley Ellis	10th Grade	Visual Arts	
Emily Gee	11th Grade	Literature	
Sarisha Mahajan	11th Grade	Literature	Award of Merit
Christopher Meyer	10th Grade	Music Composition	
Jessica Raimondo	12th Grade	Visual Arts	
Vaughn Thurman	11th Grade	Visual Arts	