

REVERE LOCAL SCHOOL DISTRICT
Summit County, Ohio

February 17, 2015

Regular February Board of Education Meeting 6:30 p.m.

RHS Library

The Board of Education has discussed the items listed below in the monthly Special Meeting/Work Session held prior to this Regular meeting. Each action item was reviewed, discussed and evaluated with due diligence and then placed on this agenda for the purpose of voting.

I. CALL TO ORDER – Claudia Hower

II. ROLL CALL

- A. Dana Appel
- B. Claudia Hower
- C. Tom Kelley
- D. Diana Sabitsch
- E. George Seifert

III. PLEDGE OF ALLEGIANCE

IV. BOARD REPORT

A. Appointment of Superintendent

Whereas the Revere Board of Education entered into a comprehensive search process for the selection of a permanent superintendent for the District and whereas that process has involved extensive input from all stakeholders, the Board of Education hereby recommends the appointment of the candidate as outlined in the attached contract under the terms as specified for a three year contract effective August 1, 2015. **Attachment B-1.**

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

V. PRESENTATIONS

~ RMS – The Power of the Pen / Grades 7 and 8 with Carol Shoop and Kim Van Fossen

VI. PUBLIC SPEAKS TO AGENDA ITEMS

VII. BUILDING PRINCIPALS' REPORTS

VIII. TREASURER'S REPORT, Mr. David Forrest

A. Approval of Minutes

The Treasurer recommends approval of the minutes of the Special Meeting held January 13, 2015 and January 23, 2015 and the minutes of the Regular Meeting held January 20, 2015. **See Attachment T-1** for details.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

B. Approval of Financial Report

The Treasurer recommends approval of the Financial Report for the month of January as found in **Attachment T-2.**

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

C. Donations

The Treasurer recommends the approval, with appreciation, for the donations listed in **Attachment T-3.**

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

D. Appropriations Adjustments

The Treasury recommends approval of the appropriation adjustments as detailed in the attached document.

See Attachment T-4.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

E. Inventory Deletion

The Treasurer recommends that the items listed be identified as equipment having no functional value to the District or as obsolete having no monetary value, and that these items be disposed of as directed by Board policy and the CFO/COO.

See Attachment T-5.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

F. Bus Bids – Ohio Schools Council

The Treasurer recommends that the Board of Education participate in and authorize the Ohio Schools Council to advertise and receive bids on behalf of the Board as has been the District's past practice.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

G. GAAP Accounting Services

The Treasurer recommends that a three (3) year contract be entered into for the preparation of GAAP financial statements for FY15, FY16 and FY17 with Rea and Associates, Inc. See **Attachment T-6**.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

H. Facility Projects

The Board authorizes the Treasurer to have bid specifications developed and then issue Requests for Proposals (RFPs) for the projects listed below which are to be funded from the permanent Improvement fund or Building Funds with project costs as estimated below if known:

a. RMS Sewer replacement Project	\$240,000
b. RMS Electrical Vault and wall water proofing of this section of eastern wall along basement	\$60,000
c. RMS Hot Water System	\$50,000
d. BES Original 3-Story Section Classroom and Hallway /Stairwell Fire Doors	\$95,000

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

I. Facilities Assessment - OFCC

The Treasurer recommends entering into an agreement with the Ohio Facilities Construction Commission (a.k.a. the Ohio School Facility Commission) to provide an assessment of Revere facilities as detailed in **Attachment T-7**.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

J. Waste and Recycling Services

The Treasurer recommends that the Board of Education participate in and authorize the Ohio Schools Council to advertise and receive bids on behalf of the Board for the cooperative purchase of waste and recycling services as noted in **Attachment T-8**.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

K. No Action – OSBA Legislative Platform

IX. BOARD MEMBERS' REPORTS

- A. Finance/Audit Committee
- B. Facilities and Grounds Committee
- C. Legislative Report
- D. Cuyahoga Valley Career Center

X. SUPERINTENDENT'S REPORT, Dr. P. Joseph Madak

Personnel – Certificated/Licensed

A. Certificated/Licensed Employee – Leave of Absence

It is recommended that the Board of Education approve a LOA for Samer Rinehart per provisions of the current REA negotiated agreement, effective on or about April 20, 2015 with a return on or about June 2, 2015.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

B. Leave of Absence and Long Term Substitute

It is recommended that the Board of Education approve the LOA of Nancy Kennedy, Art RMS, beginning February 4, 2015 through the end of the current school year per provisions of the current negotiated agreement. It further recommended that the Board of Education approve Callah Stocoju as the long term substitute February 17, 2015 through June 5, 2015.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

C. Supplemental Contracts – 2014/2015 School Year

It is recommended that the Board of Education approve the following with compensation per the current REA negotiated agreement:

Baseball

Phil Heyn – VOLUNTEER

Steve Wido – Junior Varsity Coach

Womens' Track

Dave Flegal – Head Coach RMS

Phil Mogus – Assistant Coach

Womens' Lacrosse

Kara Donahoe – Head Coach

Mens' Lacrosse

Ryan Fletcher – Assistance Coach 50% contract

Mens' HS Track

Mike Murphey – Assistant Coach

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

Personnel – Classified

A. Classified Employee – Suspension Without Pay

It is recommended that the Board of Education approve the unpaid suspension of Carl Soulier, Bus Driver, for the period of time when his CDL had lapsed and an additional two (2) days upon reinstatement of his CDL effective upon his return to driving per the dates outlined to him on January 27, 2015.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

B. Supplemental Contracts– 2014/2015 School Year

It is recommended that the Board of Education approve the following with compensation per the current REA negotiated agreement:

Baseball

Eric Shaffer – Varsity Assistant Coach

Tim Detweiler – Freshman Coach 50% contract

Brian Vasquez – Freshman Coach 50% contract

Softball

Jessica Richards – Varsity Assistant Coach

Kindra Cox – Junior Varsity Coach 50% contract

Kim Steele – Junior Varsity Coach 50% contract

Womens' Lacrosse

Michael Paxton – Assistant Coach

RHS Track

Jade Rotili - Assistant Combo Coach

Mens' Lacrosse

Nick Gabel – Assistant Coach 50% contract

Student Workers RMS Basketball – effective 11/28/14

Jack Hershfield

Jason Londrico

Eddie Schwertner

Weight Room

Supervisor 1 Spring – Lyle Kniep

Supervisor 2 Spring – Zack Weidrick

Supervisor Winter – Lyle Kniep

Mens' RHS Track

Mark Purdy – VOLUNTEER

Chuck Gough – VOLUNTEER

Mens' Tennis

Chris Harris - VOLUNTEER

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

C. Substitutes – Classified – 2014/2015 School Year

It is recommended that the Board of Education approve the following:

Nicole Aquino	Playground Aide, Cook/Cashier, Intervenor Instruct Assist (Aide)	Effective on or after 2/3/15
Ryan Harmon	Custodian	Effective on or after 2/9/15
Cheryl King	Secretary, Cook/Cashier	Effective on or after 2/3/15
Jessica Shamp	Secretary	Effective on or after 2/3/15
Kathy Torma	Secretary	Effective on or after 2/3/15

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

D. Classified New Hire – Transportation

It is recommended that the Board of Education approve Paul Pirnat as the contracted driver for the 1.5 hour morning Assumption available due to a resignation and subsequent position shifts due to seniority. The contracted route is effective on or after February 3, 2015 at Step 0.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

E. Classified New Hire – Custodian

It is recommended that the Board of Education approve Charles Fisher as an 8-hour custodian at BES effective February 17, 2015 with compensation at Step 0.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

Student Services

A. Home Instruction Services

It is recommended that the Board of Education approve Nancy Ivan to provide Home Instruction Services for the 2014-2015 school year on an as needed basis for students unable to attend school due to medical reasons or other valid issues identified by the Director of Student Services. Compensation for services to be at the tutor rate of \$26.75 per hour.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

B. Home Instruction Services

It is recommended that the Board of Education approve Christine Glowe for 14 hours at the approved tutor rate noted above for the provision of home instruction services for students unable to attend school at this time.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

C. Home Instruction Services

It is recommended that the Board of Education approve Rebecca Ray for a half-day substitute position payable at the half-day substitute teacher rate for provision of services for students who have limited English proficiency.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

D. Interagency Agreement State Support Team Region 8

It is recommended that the Board of Education approve the Summit County Interagency Agreement and Addendum noted as **Attachment 1 and Attachment 2**; a required agreement as defined in the Operating Standards for Ohio's Schools Serving Children with Disabilities.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

Other Business

A. Robotics Course RHS

It is recommended that the Board of Education approve an elective Robotics course offering for RHS students for the 2015-2016 school year. This course is designed to integrate the four portions of STEM and is designed to engage students in a project based, hands-on learning environment as detailed in **Attachment 3**.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

B. RHS Varsity Softball Team Trip – Myrtle Beach, SC

It is recommended that the Board of Education approve a trip to Myrtle Beach to participate in the Grand Strand High School Softball event. Student athletes, coaches and parents will arrive in Myrtle Beach March 29th and will return to Ohio April 5th. There is no cost to the District as expenses are paid for by fundraising and individuals.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

C. RHS Cross Country Team Trip – Kettering, OH

It is recommended that the Board of Education approve the annual trip to Kettering, Ohio to participate in the Kettering Fairmont Cross Country Invitational. Student athletes, coaches and parents will arrive in Kettering on September 25, 2015 and will return to Revere on September 26, 2015. The only cost to the District is for the bus transportation.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

D. RHS Cheerleader Trip – Columbus, OH

It is recommended that the Board of Education approve a trip to the Ohio State University to participate in the OASSA State Cheerleading Championships. Student athletes, coaches and parents will arrive in Columbus February 28, 2015 and will return to the Revere area on March 1, 2015. There is no cost to the District as expenses are paid for by fundraising and individuals.

Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

XI. REPORTS FROM CENTRAL OFFICE TEAM

- A. Director of Student Services
- B. Director of Curriculum and Instruction

XII. INFORMATIONAL ITEMS

- A. **There will be a Special Meeting March 10, 2015.**
- B. **There will be a Regular Meeting March 17, 2015.**

XIII. CONCERNS OF THE PUBLIC AND COMMUNITY ANNOUNCEMENTS

The Board values and encourages public comment on educational issues. Meetings of the Board of Education are for the purpose of conducting Board business in a public setting, with the exception of Executive Sessions for specific purposes defined by law. Board of Education meetings, while held primarily in a public setting, are not designed for extensive public input. Per Board Policy, each participant is limited to five (5) minutes of speaking time.

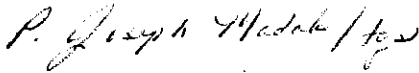
Anyone having an interest in the actions of the Board may participate during the open forum portion of the meeting. Please identify yourself to the Board President or the Superintendent prior to the meeting. Should your comments include a request for information or extended dialogue it may be necessary and more appropriate that a subsequent meeting with Board and/or Administrative representatives be scheduled to fully address issues.

The public may offer objective criticism of school operations and programs, but the Board will not hear complaints about school personnel or other persons at a public session. The Superintendent will advise speakers about other channels provided for Board consideration of complaints involving individuals.

At the proper time during the meeting, participants must be recognized by the presiding officer and must preface their comments by an announcement of their name, their address and group affiliation, if any, prior to addressing the group.

XIV. ADJOURNMENT

Respectfully Submitted,



P. Joseph Madak
Interim Superintendent

New Document

Attachment B-1 will be made available Tuesday, 2/17/15.

New Document

Revere Board of Education
Administration Building

Organizational Meeting

5:30 P.M.

January 13, 2015

Mrs. Hower called the meeting to order at 5:30 P.M.

Roll Call:

Dana Appel, Present
Claudia Hower, Present
Tom Kelley, Present

Diana Sabitsch, Present
George Seifert, Present

PLEDGE OF ALLEGIANCE

ELECTION OF PRESIDENT PRO TEM

- Res. 15-103023 Mrs. Appel nominated Mr. Kelley as President Pro Tem. Only one (1) nomination was received. A motion was made by Mrs. Appel, seconded by Mrs. Hower to close nominations and to cast a ballot for the nominee.

Roll Call: Aye- Appel, Hower, Kelley, Sabitsch, Seifert
Motion Carried.

Mr. Kelley was elected President Pro Tem

ELECTION OF PRESIDENT FOR CALENDAR YEAR 2015 (O.R.C.3313.14)

- Res. 15-103024 Mr. Seifert nominated Mrs. Hower as President for the 2015 calendar year. Only one (1) nomination was received. A motion was made by Mr. Seifert, seconded by Mrs. Appel to close nominations and to cast a ballot for the nominee.

Roll Call: Aye- Seifert, Appel, Hower, Kelley, Sabitsch
Motion Carried.

Mrs. Hower was elected to the office of President.

ELECTION OF VICE-PRESIDENT FOR CALENDAR YEAR 2015 (O.R.C. 3313.14)

- Res. 15-103025 Mrs. Hower nominated Mr. Seifert as Vice-President for the 2015 calendar year. Only one (1) nomination was received. A motion was made by Mrs. Hower, seconded by Mrs. Sabitsch to close nominations and to cast a ballot for the nominee.

Roll Call: Aye- Hower, Sabitsch, Appel, Kelley, Seifert
Motion Carried.

Mr. Seifert was elected to the office of Vice-President.

OATH OF OFFICE FOR NEWLY ELECTED PRESIDENT AND VICE-PRESIDENT

REGULAR MEETINGS FOR 2015

- Res. 15-103026 Moved by Mr. Kelley, seconded by Mrs. Sabitsch to set the time, place, and dates for the Board of Education's Regular 2015 meetings (O.R.C. 3313.15) as listed in Attachment 1.

And,

BYLAWS AND POLICIES

To adopt the existing/revised bylaws and policies for its own operation and the operation of the school district in accordance with §3313.20 O.R.C. Details may be found in the official district Bylaws and Policies Manual on line.

And,

ESTABLISH SERVICE FUND

To certify the official enrollment of the District at 2627 students as of October 2014 and establish a Service Fund of \$7,500 for the purpose of defraying Board member expenses actually incurred in the performance of their duties, in accordance with §3313.15 O.R.C.

Roll Call: Aye- Kelley, Sabitsch, Appel, Hower, Seifert
Motion Carried.

Liaisons'

Res. 15-103027 Moved by Mr. Kelley, seconded by Mrs. Sabitsch to approve the following people as recommended:

LEGISLATIVE LIASON

It is recommended and was acted upon by the Board of Education that the President of the Board appoints one of its members, Mrs. Sabitsch, as the Revere Local School District Board of Education's Legislative Liaison to the Ohio Schools Boards Association for the 2015 calendar year.

STUDENT ACHIEVEMENT LIASON

It is recommended and was acted upon by Board of Education that the President of the Board appoints one of its members, Mrs. Appel, as the Revere Local School District Board of Education's Student Achievement Liaison to the Ohio Schools Boards Association for the 20145 calendar year.

And,

BOARD OF EDUCATION COMMITTEES

It is recommended and was acted upon by the President of the Board of Education to appoint two of its members, Mrs. Appel and Mr. Kelley to serve on the Finance and Audit Committee, Mrs. Sabitsch and Mr. Seifert to serve on the Facilities and Grounds Committee and Mrs. Hower to serve as CVCC Board Members. Committees of Board members shall, when specifically charged to do so by the Board, conduct studies, make recommendations to the Board, and act in an advisory capacity, but shall not take action on behalf of the Board.

Roll Call: Aye- Kelley, Sabitsch, Appel, Hower, Seifert
Motion Carried.

STANDING AUTHORIZATIONS

Res. 15-103028 Moved by Mrs. Sabitsch, seconded by Mr. Kelley to adopt the following standing authorizations for the 2015 calendar year:

- A. Authorize the Treasurer to borrow as necessary to meet current Obligations until real estate taxes, personal property taxes, and/or other funds are available;
- B. Authorize the Treasurer to request advances on the collection of various taxes accruing to the Revere Local School District in accordance with O.R.C. 321.234;
- C. Authorize the Treasurer to invest available funds at the most productive interest rates, in keeping with the Board's investment policy;
- D. Authorize the Treasurer to pay invoices when due (especially when discounts apply) within the parameters of the Appropriations Measure as adopted;
- E. Authorize the Superintendent to employ personnel and accept resignations as needed during calendar year 2015. Such employments and resignations will be reviewed by the Board of Education at its next scheduled meeting and

when ratified will be deemed effective as of the date and time of Superintendent's acceptance;

F. Authorize the Superintendent to approve construction project change orders increasing cost up to \$5,000 upon recommendation of the design professional that the change is necessary/desirable and that time is of the essence. Project changes above \$5,000 and less than \$15,000 may be approved by the Superintendent with the concurrence of two (2) Board members designated for that purpose. If one or both designated members cannot be contacted in the time available for approval, additional Board members in alphabetical order of last names will be contacted for approval;

G. If one of the two members contacted does not agree, the change order will be submitted to the entire Board for disposition. Change orders in excess of \$15,000 or aggregate changes in any calendar month of \$50,000 require the approval of the majority of the Board. Such approval may be requested at a Regular or Special Board meeting.

And,

Legal Counsel 2015

To approve the Treasurer's recommendation that the Board of Education authorize the Superintendent or Treasurer to utilize the following firms as needed:

McGown, Markling & Whalen
1894 N. Cleveland-Massillon Rd.
Akron, OH 44333

Roetzel and Andress
222 S. Main Street
Akron, OH 44308-2098

Squire, Patton and Boggs LLP
1500 West Third St. Suite 450
Cleveland, OH 44113-1408

Roll Call: Aye- Sabitsch, Kelley, Appel, Hower, Seifert
Motion Carried.

Tax Budget

Res. 15-103029 Moved by Mrs. Appel, seconded by Mrs. Sabitsch to approve the Tax Budget as detailed in Attachment T-2.

Roll Call: Aye- Appel, Sabitsch, Hower, Kelley, Seifert
Motion Carried.

EXECUTIVE SESSION

Res. 15-103030 Moved by Mr. Kelley, seconded by Mrs. Sabitsch to go into Executive Session at 7:20 PM to consider the evaluation, employment and compensation of public employees, and to prepare for negotiations or bargaining sessions with public employees.

Roll Call: Aye- Kelley, Sabitsch, Appel, Hower, Seifert
Motion Carried.

REGULAR SESSION

Res. 15-103031 Moved by Mrs. Appel, seconded by Mr. Kelley to come out of Executive Session and go back to Regular Session at 8:47 P.M.

Roll Call: Aye- Appel, Kelley, Hower, Sabitsch, Seifert
Motion Carried.

ADJOURNMENT

Res. 15-103032 Moved by Mrs. Sabitsch seconded by Mr. Seifert to adjourn the meeting at 8:50 P.M.

Roll Call: Aye- Sabitsch, Seifert, Appel, Hower, Kelley
Motion carried.

Signed _____
President

Attest _____
Treasurer

Date Approved

Mrs. Claudia Hower called the meeting to order at 6:30 P.M.

Roll Call:

Dana Appel, Present
Claudia Hower, Present
Tom Kelley, Present

Diana Sabitsch, Present
George Seifert, Present

PLEDGE OF ALLEGIANCE

STUDENT PRESENTATION/STUDENT ACHIEVEMENT

- BES-Lori Keaton and students will present the reading program Achieve 3000.

PUBLIC SPEAKS TO AGENDA ITEMS

No action taken

BUILDING PRINCIPAL'S REPORTS

No action taken

Presentation of Leadership Award from OSBA and Resolution

TREASURER'S REPORT

Approval of Minutes

Res. 15-103033 Moved by Mrs. Sabitsch, seconded by Mr. Seifert to approve the minutes of the Special Meeting held December 9, 2014 and the Regular Meeting held December 16, 2014 as detailed in Attachment T-1.

And,

Approval of Financial Report

To approve the Financial Report for the month of December as found in Attachment T-2.

And,

Donations

To approve, with appreciation, the donations listed in Attachment T-3.

And,

Appropriation Adjustments

To approve that the appropriation adjustments listed in the attached schedule be approved by the Board of Education and be it further resolved that the legal level of control be approved at the fund level. See Attachment T-4.

And,

Purchase Orders

To authorize and certify payment of the purchase orders listed below since both at the time of the making of this contract or order (then) and at the date of the execution of this certificate (now), that the above amount required to pay this contract or order has been appropriated for the purpose of this contract or order and is in the treasury or in the process of collection to the credit of the funds of the Board of Education and free from any previous encumbrances.

PO #	Date	Vendor	Amount	Requested by
0151910	12/3/14	Ohio School board	\$7,772.00	Central Office
0151890	12/2/14	First Merit Bank	\$1,306,164.43	Central Office

Roll Call: Aye-Sabitsch, Seifert, Appel, Hower, Kelley
Motion Carried.

Inventory Deletion

- Res. 15-103034 Moved by Mrs. Appel, second by Mr. Kelley to approve that the items listed be identified as equipment having no functional value to the District or as obsolete having no monetary value, and that these items be disposed of as directed by the Board policy by the CFO/COO. See Attachment T-5.

And,

Tax Complaints-Counter Tax Complaints

To approve employing McGown, Markling and Whalen for investigating and filing both original tax complaints and counter tax complaints as proactive steps in defending the District's tax base.

And,

Legal Hotline Agreement-McGown, Markling, and Whalen LPA

To approve entering into an agreement for School Law Hotline Services with the above mentioned firm.

And,

Transfer-Permanent Improvement Project Reserve

To approve that \$75,000.00 be transferred as below to pay for future contingencies:

From PI Fund 003/0000 to PI fund 003/9001

Roll Call: Aye-Appel, Kelley, Hower, Sabitsch, Seifert
Motion Carried.

Transfer Agreement-Transportation routing Software

- Res. 15-103035 Moved by Mr. Kelley, seconded by Mr. Seifert to approve the above agreement detailed in Attachment T-6 in the amount of \$19,695.00

Roll Call: Aye-Kelley, Seifert, Appel, Hower, Sabitsch
Motion Carried.

AGMC Wellness Center Pool Use Agreement

- Res. 15-103036 Moved by Mr. Seifert, seconded by Mrs. Appel to approve the agreement for use of the AGMC Wellness Center competition pool and related facilities as detailed in Attachment T-7.

And,

AGMC Pool Equipment

To approve the purchase of a scoreboard and related timing equipment to be purchased and installed at the Wellness Center competition pool in the amount of \$23,015 based upon the contract approved between the Board and the Wellness Center.

Roll Call: Aye- Seifert, Appel, Hower, Kelley
Abstain: Sabitsch
Motion Carried.

Requests for Project Proposals

Withdrawn

Hourly Rate Schedule

- Res. 15-103037 Moved by Mr. Kelley, seconded by Mrs. Sabitsch to approve that the updated hourly rate schedule detailed in Attachment T-8 be adopted in order to comply with the new Minimum Wage rates.

Roll Call: Aye- Kelley, Sabitsch, Appel, Hower, Seifert
Motion Carried.

Update-No Action

- Banner SSSS
- LOLA Device
- Financial number released ODE
- Dr. Madak spoke to Transportation

BOARD MEMBERS' REPORTS

Finance & Audit Committee
Facilities and Grounds Committee
Legislative Report
Cuyahoga Valley Career Center

SUPERINTENDENT'S REPORT**Personnel-Certificated/Licensed**Supplemental Contracts-2014/2015 School Year

Res. 15-103038 Moved by Mrs. Sabitsch, seconded by Mr. Seifert to approve the following with compensation per the current REA negotiated agreement:

RMS Choir

Yuliana Kvinta-Vogler

Be it further resolved that the Board accept the resignation of Lori Weigand as the Math Counts advisor with her replacement named below under classified supplementals.

And,

Salary Increase-Additional Education

To approve the following salary increase, prorated to the start of the second semester, per provisions of the current REA negotiated agreement:

Todd Casey/Grade 6 RMS	MA+30, Step 7	\$64,372.00 (Prorated)
Elizabeth Long/Language Arts RHS	BA+15, Step 5	\$50,237.00(Prorated)

And,

Personnel-ClassifiedResignation for Change of Employment

To approve the resignation of Steve Kover, Custodian Central Office, field house and Bus Garage to be approved as the Head Custodian at Hillcrest elementary, a position available due to a retirement. Steve's effective date will be 1/12/15 with compensation at Step 22 for \$23.16 per hour.

And,

Resignation for Change of Employment

To approve the resignation of Babet Rozek from her 1/5 hour route (Assumption/Lawrence) in order to be approved for the 3.75 hour route (Walsh/CVCA). Effective date is 1/5/15 with compensation at Step 0 for \$17.94 per hour.

And,

Supplemental Contracts-2014/2015 School Year

To approve the following with compensation per the current REA negotiated agreement:

Math Counts RMS

Meghan Slattery

And,

Classified Substitute-2014/2015 School Year

To approve the following on an as needed basis:

Kathryn Torma	Substitute Secretary	Effective on or after 1/20/15
---------------	----------------------	-------------------------------

Roll Call Aye-Sabitsch, Seifert, Appel, Hower, Kelley
Motion Carried.

REPORTS FROM CENTRAL OFFICE TEAM

Director of Student Services

Coordinator of Business Services

No action taken

INFORMATIONAL ITEMS

- A. There will be a Special Meeting on February 10, 2015 at 5:30 p.m. in the Administration Building.
- B. There will be a Regular BOE Meeting on February 17, 2015 at 6:30 P.M. in the Library of Revere High School.

CONCERNS OF THE PUBLIC AND COMMUNITY

ANNOUNCEMENTS –No action taken

EXECUTIVE SESSION

- Res. 15-103039 Moved by Mr. Kelley, seconded by Mrs. Sabitsch to go into Executive Session at 7:46 PM to consider the evaluation, employment and compensation of a public employee.

Roll Call: Aye- Kelley, Sabitsch, Appel, Hower, Seifert
Motion Carried.

REGULAR SESSION

- Res. 15-103040 Moved by Mrs. Appel, seconded by Mrs. Sabitsch to come out of Executive Session and return to Regular Session at 8:23 P.M.

Roll Call: Aye- Appel, Sabitsch, Hower, Kelley, Seifert
Motion Carried.

ADJOURNMENT

- Res. 15-103041 Moved by Mrs. Sabitsch, seconded by Mr. Kelley to adjourn the meeting at 8:35 P.M.

Roll Call: Aye- Sabitsch, Kelley, Appel, Hower, Seifert
Motion carried.

Signed _____
President

Attest _____
Treasurer

Date Approved

Revere Board of Education
Revere High School Library

Special Meeting

4:00 PM

January 23, 2015

The President, Mrs. Claudia Hower, called the meeting to order at 4:00 P.M.

Roll Call:

Dana Appel, Present
Claudia Hower, Present
Tom Kelley, Present

Diana Sabitsch, Present
George Seifert, Present

READING OF NOTICE OF SPECIAL MEETING

No action taken

TREASURER-No Action

SUPERINTENDENT-No Action

EXECUTIVE SESSION

Res. 15-103042 Moved by Mrs. Appel, seconded by Mrs. Sabitsch to go into Executive Session at 4:05 P.M. to consider the evaluation, employment and compensation of public employee.

Roll Call: Aye- Appel, Sabitsch, Hower, Kelley, Seifert
Motion Carried.

Mr. Seifert left at 5:20 PM

REGULAR SESSION

Res. 15-103043 Moved by Mr. Kelley, seconded by Mrs. Appel to come out of Executive Session and return to Regular Session at 5:45 P.M.

Roll Call: Aye- Kelley, Appel, Sabitsch, Hower
Motion Carried.

ADJOURNMENT

Res. 15-103044 Moved by Mrs. Sabitsch, seconded by Mr. Kelley to adjourn the meeting at 5:58 P.M.

Roll Call: Aye- Sabitsch, Kelley, Appel, Hower
Motion carried.

Signed _____
President
Attest _____
Treasurer
Date Approved _____

New Document

JANUARY 31, 2015

Financial Report



Revere Local School District

David R. Forrest
Treasurer

FINANCIAL REPORTS - Index

For Month of January 2015

Schedule

Cash Reconciliation Report	A
• Presents ending cash position for the District for all funds combined, investments and other required reconciliation transactions needed to balance monthly financial activity.	
Financial Report by Fund	B
• A report listing all individual funds established by the District. Information summarized includes receipts, expenditures, and ending cash balances on a month to date and fiscal year to date basis for each fund.	
SM-2	C
• Financial summary of the General Fund comparing budgeted revenues and expenditures to actual.	
Permanent Improvement Fund Report	D
• Financial summary by month of all activity on the PI Fund.	
Food Service Report	E
• Consolidated summary by month of the food service operation for all four school buildings.	

FISCAL 2015
January 2015 Month End Report
Cash Reconciliation Report

Total Fund Balance

\$19,872,027.30

Gross Depository Bank Balances:

1) First Merit Business Checking Account	\$1,602,539.23
2) First Merit Payroll Account	\$0.00
3) First Merit Business Savings	\$242.33

Investments

First Merit Sweep Account	\$13,035,000.00
A.P.Y. 0.050%	
Star Bank at 0.04%	\$103.95
TriState Capital Bank	\$0.00
CD-Tri State Capital - matures 3/19/15 .45%	\$2,018,993.22
CD-Tri State Capital - matures 3/26/15 .45%	\$1,015,536.99
CD-Tri State Capital - matures 2/19/15 .40%	\$2,018,006.47
CD-Tri State Capital - matures 4/9/15 .45%	\$1,011,004.49
Total	<u><u>\$19,098,645.12</u></u>

Cash in Transit to Depository

Petty Cash Balances:

Building Principals	\$400.00
Athletic Director	\$100.00
Bus Garage	\$100.00
Treasurer's Office	\$200.00
Sub-total Petty Cash	<u>\$800.00</u>

Change Funds \$0.00

Total \$20,702,226.68

Outstanding Checks (\$827,951.02)

Adjustments

Adjustments	<u>(\$2,248.36)</u>
	(\$2,248.36)

Adjusted Total

\$19,872,027.30

Cash on Hand (unrecorded and undeposited) \$0.00

Date: 02/04/2015
Time: 10:29 am

REVERE LSD - 050054
Financial Report by Fund/SCC
REVERE LOCAL - JANUARY 31, 2015

Page: 1
(FINSUM)

Fund #	Fund Description		FYTD	MTD	FYTD	Current	Current	Unencumbered Bank
Begin Balance	MTD Receipts	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance Code	
001 0000	GENERAL FUND							
18,547,472.68	390,209.60	17,275,367.20	3,190,819.77	20,553,073.58	15,269,766.30	1,726,753.10	13,543,013.20	
002 0000	BOND RETIREMENT							
767,482.59	0.00	597,623.99	42,635.27	1,314,784.90	50,321.68	0.00	50,321.68	
002 9012	Bond Debt Service QSCB							
70,964.30	0.00	76,850.37	0.00	76,850.37	70,964.30	0.00	70,964.30	
003 0000	PERMANENT IMPROVEMENT FUND							
3,196,035.20	0.00	742,523.68	549,704.10	1,513,502.65	2,425,056.23	1,330,782.64	1,094,273.59	
003 9001	PERMANENT IMPROVEMENT RESERVE FUNDS							
300,000.00	75,000.00	75,000.00	0.00	0.00	375,000.00	0.00	375,000.00	
004 0000	BUILDING FUND							
7,642.86	37.89	262.74	0.00	0.00	7,905.60	0.00	7,905.60	
004 9001	Building Fund - Sale of Richfield							
92,087.50	0.00	0.00	0.00	0.00	92,087.50	0.00	92,087.50	
004 9002	Building Fund - Sale of Hametown Property							
768,156.09	0.00	0.00	0.00	0.00	768,156.09	0.00	768,156.09	
004 9012	BUILDING FUND - HB 264							
1,300.00	0.00	0.00	0.00	0.00	1,300.00	0.00	1,300.00	
004 9098	BUILDING FUND - PROPERTY SALE							
22,765.90	0.00	0.00	0.00	0.00	22,765.90	0.00	22,765.90	
006 0000	FOOD SERVICES							
16,475.53	69,630.08	522,531.55	71,396.53	473,245.29	65,761.79	67,643.51	1,881.72-	
007 9000	BANQUET FUND							
1,121.51	0.00	0.00	0.00	0.00	1,121.51	0.00	1,121.51	
007 9306	SENIOR MEMORIAL FUND							
2,574.69	0.00	0.00	0.00	2,000.00	574.69	0.00	574.69	
007 9310	PAPPANO MEMORIAL SCHOLARSHIP FUND							
4,000.00	0.00	0.00	0.00	750.00	3,250.00	0.00	3,250.00	
007 9311	THE ERIC MORANT MEMORIAL FUND							
3,420.00	0.00	0.00	0.00	750.00	2,670.00	0.00	2,670.00	
007 9355	LUEPTOW ART FUND							
223.13	0.00	500.00	0.00	223.13	500.00	0.00	500.00	

Date: 02/04/2015
Time: 10:29 am

REVERE LSD - 050054
Financial Report by Fund/SCC
REVERE LOCAL - JANUARY 31, 2015

Page: 2
(FINSUM)

Fund #	Fund Description	FYTD Begin Balance	MTD Receipts	FYTD Expenditures	MTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Bank Fund Balance Code	
007 9370	PAULETT MEMORIAL SCHOLARSHIP FUND	1,719.00	0.00	0.00	0.00	1,500.00	219.00	0.00	219.00
007 9382	MICHAEL LUKITY MEMORIAL FUND	782.02	0.00	0.00	0.00	0.00	782.02	0.00	782.02
007 9383	TOTTEN TEAM SCHOLARSHIP	1,000.00	0.00	1,000.00	0.00	1,000.00	1,000.00	0.00	1,000.00
007 9387	BANAS CHEERLEADING SCHOLARSHIP	500.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00
007 9388	Teacher Excellence Award	2,009.31	0.00	0.00	340.00	340.00	1,669.31	0.00	1,669.31
007 9389	The Christenson Foundation Robert Gilbert II	3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00	0.00
007 9390	WALKER FINE ARTS SCHOLARSHIP	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00	1,000.00
007 9391	PATRICK ALFIERI LIVES SCHOLARSHIP FUND	32,248.82	500.00	6,850.00	0.00	3,000.00	36,098.82	0.00	36,098.82
007 9392	The Jennifer Lyn Mears Library Memorial Fund	950.00	0.00	0.00	0.00	0.00	950.00	0.00	950.00
007 9393	Express Employment Professional Scholarship	750.00	0.00	0.00	0.00	750.00	0.00	0.00	0.00
007 9394	JAMES BENNETT WASHINGTON DC MEMORIAL FUND	841.00	0.00	0.00	0.00	0.00	841.00	0.00	841.00
007 9395	Bath Business Association Scholarship Fund	500.00	0.00	0.00	0.00	0.00	500.00	0.00	500.00
007 9396	Ted R. Munsey Memorial Scholarship	0.00	0.00	5,270.00	0.00	500.00	4,770.00	0.00	4,770.00
008 9360	MYRON WINDER SCHOLARSHIP	17,161.33	0.73	5.07	0.00	0.00	17,166.40	0.00	17,166.40
009 9100	UNIFORM SCHOOL SUPPLIES - BATH SCHOOL	40,511.24	920.00	13,580.00	0.00	3,354.70	50,736.54	0.00	50,736.54
009 9200	UNIFORM SCHOOL SUPPLIES - HILLCREST SCHOOL	26,327.56	948.00	25,728.00	1,067.22	11,823.39	40,232.17	1,209.34	39,022.83

Date: 02/04/2015
Time: 10:29 am

REVERE LSD - 050054
Financial Report by Fund/SCC
REVERE LOCAL - JANUARY 31, 2015

Page: 3
(FINSUM)

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered Bank
Begin Balance	MTD Receipts	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance Code
009 9400	UNIFORM SCHOOL SUPPLIES - MIDDLE SCHOOL						
315.12	806.50	27,535.00	1,016.27	23,826.65	4,023.47	1,479.98	2,543.49
009 9500	UNIFORM SCHOOL SUPPLIES - HIGH SCHOOL						
3,194.33	505.50	69,464.27	2,504.04	43,158.08	29,500.52	5,234.08	24,266.44
012 0000	ADULT EDUCATION						
973.25	0.00	0.00	0.00	0.00	973.25	0.00	973.25
014 0000	SPECIAL ROTARY FUND						
6,112.12	0.00	0.00	0.00	0.00	6,112.12	0.00	6,112.12
018 9100	PUBLIC SCHOOL SUPPORT - BATH SCHOOL						
24,040.89	16,240.05	32,149.01	652.25	4,361.04	51,828.86	35,690.20	16,138.66
018 9200	PUBLIC SCHOOL SUPPORT - HILLCREST SCHOOL						
33,594.40	6,063.05	12,789.39	1,733.80	11,321.05	35,062.74	1,825.56	33,237.18
018 9400	PUBLIC SCHOOL SUPPORT - MIDDLE SCHOOL						
45,695.39	62.96	3,582.61	585.00	5,706.38	43,571.62	1,570.71	42,000.91
018 9500	PUBLIC SCHOOL SUPPORT - HIGH SCHOOL						
10,656.68	93.44	7,615.19	1,689.94	11,541.50	6,730.37	1,711.97	5,018.40
019 9204	CHAMBER GRANT						
393.58	0.00	0.00	0.00	0.00	393.58	0.00	393.58
022 0000	DISTRICT AGENCY FUND - UNCLAIMED MONEY						
4,575.28	0.00	278.00	0.00	0.00	4,853.28	0.00	4,853.28
024 0000	EMPLOYEE BENEFITS, SELF-INSURANCE						
99.63	1,888.74	13,299.08	3,869.44	26,260.18	12,861.47-	6,667.67	19,529.14-
026 9001	EMPLOYEE BENEFITS: MEDICAL/DENTAL						
6,158.84	325,993.33	2,343,955.01	325,988.33	2,343,548.93	6,564.92	407.86	6,157.06
026 9002	FLEXIBLE SPENDING PLAN						
24,360.72	5,669.90	39,689.30	5,461.27	43,687.40	20,362.62	7,476.85	12,885.77
026 9003	EMPLOYEE HEALTH CARE						
134,949.44	0.00	0.00	204.83	15,923.09	119,026.35	138.95	118,887.40
200 9212	CLASS OF 2012						
1,000.00	0.00	0.00	0.00	38.50	961.50	0.00	961.50
200 9213	CLASS OF 2013						
19,196.65	0.00	0.00	0.00	5,625.00	13,571.65	0.00	13,571.65

Date: 02/04/2015
Time: 10:29 am

REVERE LSD - 050054
Financial Report by Fund/SCC
REVERE LOCAL - JANUARY 31, 2015

Page: 4
(FINSUM)

Fund #	Fund Description		FYTD	MTD	FYTD	Current	Current	Unencumbered Bank
Begin Balance	MTD Receipts		Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance Code
200 9214 CLASS OF 2014								
2,994.07	0.00		30.00	0.00	0.00	3,024.07	0.00	3,024.07
200 9215 CLASS OF 2015								
2,812.07	606.00		4,668.00	0.00	2,020.00	5,460.07	0.00	5,460.07
200 9216 CLASS OF 2016								
1,602.66	0.00		300.00	0.00	0.00	1,902.66	0.00	1,902.66
200 9217 CLASS OF 2017								
1,670.63	88.00		3,692.81	0.00	1,333.35	4,030.09	0.00	4,030.09
200 9218 CLASS OF 2018								
500.00	0.00		622.25	0.00	0.00	1,122.25	0.00	1,122.25
200 9317 NATIONAL HONOR SOCIETY								
7,597.56	0.00		0.00	400.00	2,588.50	5,009.06	4,349.00	660.06
200 9318 LANTERN								
842.19	0.00		0.00	0.00	0.00	842.19	511.00	331.19
200 9320 MIDDLE SCHOOL STUDENT COUNCIL								
3,853.08	0.00		0.00	764.99	958.53	2,894.55	871.57	2,022.98
200 9321 HIGH SCHOOL STUDENT COUNCIL								
8,303.63	0.00		10,111.18	281.95	5,559.94	12,854.87	2,143.47	10,711.40
200 9322 REVERE PLAYERS								
29,157.26	0.00		10,953.00	6,443.41	14,651.77	25,458.49	12,906.63	12,551.86
200 9323 YEARBOOK								
6,022.70	705.00		8,462.50	0.00	0.00	14,485.20	0.00	14,485.20
200 9350 INSTRUMENTAL MUSIC								
289.10	0.00		0.00	0.00	0.00	289.10	0.00	289.10
200 9365 ART CLUB								
1,302.61	0.00		0.00	0.00	259.60	1,043.01	0.00	1,043.01
200 9370 NATIONAL ART HONOR SOCIETY								
1,091.45	0.00		220.00	0.00	276.87	1,034.58	280.00	754.58
200 9375 CHESS CLUB								
181.12	75.00		270.00	75.00	75.00	376.12	290.00	86.12
200 9380 KEY CLUB								
3,367.98	146.00		752.00	0.00	835.47	3,284.51	122.06	3,162.45

Date: 02/04/2015
Time: 10:29 am

REVERE LSD - 050054
Financial Report by Fund/SCC
REVERE LOCAL - JANUARY 31, 2015

Page: 5
(FINSUM)

Fund #	Fund Description		FYTD	MTD	FYTD	Current	Current	Unencumbered Bank
Begin Balance	MTD Receipts	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance Code	
200 9390	INTERNATIONAL CLUB							
1,063.26	0.00	0.00	184.61	317.56	745.70	17.05	728.65	
200 9395	PROJECT LOVE							
1,476.42	0.00	927.60	0.00	1,200.00	1,204.02	0.00	1,204.02	
200 9400	MARKETING EDUCATION							
2.58	0.00	0.00	0.00	0.00	2.58	0.00	2.58	
300 0000	NON-STUDENT MANAGEMENT FUND							
120.00	0.00	0.00	0.00	0.00	120.00	0.00	120.00	
300 920A	ATHLETICS - #300 NON-STUDENT MANAGEMENT FUND							
31,567.54	9,373.27	107,234.32	9,889.85	97,365.04	41,436.82	18,916.46	22,520.36	
300 9230	CHORAL							
1,501.65	0.00	0.00	0.00	0.00	1,501.65	0.00	1,501.65	
300 9330	C.A.R.E.							
92.12	0.00	0.00	85.31	85.31	6.81	6.81	0.00	
300 9501	FOOTBALL							
3,548.15	300.00	12,882.00	556.00	15,680.86	749.29	313.25	436.04	
300 9502	VOLLEYBALL							
3,124.70	0.00	3,560.45	0.00	2,830.22	3,854.93	126.00	3,728.93	
300 9503	BOYS SOCCER							
8,564.01	0.00	3,462.00	195.80	6,776.39	5,249.62	900.00	4,349.62	
300 9504	GIRLS SOCCER							
5,382.11	0.00	2,285.61	0.00	5,121.72	2,546.00	342.01	2,203.99	
300 9505	BOYS TENNIS							
1,337.99	0.00	975.00	0.00	172.89	2,140.10	353.36	1,786.74	
300 9506	GIRLS TENNIS							
5,146.07	0.00	1,659.98	0.00	1,513.28	5,292.77	176.00	5,116.77	
300 9507	WRESTLING							
1,953.96	174.00	9,589.00	7,229.25	8,163.65	3,379.31	163.97	3,215.34	
300 9508	CHEERLEADING							
5,894.73	0.00	0.00	305.00	1,443.70	4,451.03	1,166.00	3,285.03	
300 9509	BOYS BASKETBALL							
10,901.29	110.00	17,109.00	905.59	11,644.34	16,365.95	6,913.60	9,452.35	

Date: 02/04/2015
Time: 10:29 am

REVERE LSD - 050054
Financial Report by Fund/SCC
REVERE LOCAL - JANUARY 31, 2015

Page: 6
(FINSUM)

Fund #	Fund Description		FYTD	MTD	FYTD	Current	Current	Unencumbered Bank
	Begin Balance	MTD Receipts	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance Code
300 9510	GIRLS BASKETBALL							
	1,345.24	0.00	5,684.00	744.20	4,649.20	2,380.04	2,030.89	349.15
300 9511	BOYS GOLF							
	262.53	0.00	0.00	0.00	347.26	84.73-	0.00	84.73-
300 9513	BASEBALL							
	3,257.08	1,300.00	1,800.00	609.80	3,650.54	1,406.54	3,920.25	2,513.71-
300 9514	SOFTBALL							
	3,702.33	1,365.00	3,295.00	500.00	797.00	6,200.33	1,793.29	4,407.04
300 9515	SWIMMING							
	1,810.29	60.00	933.00	28.01	3,020.95	277.66-	1,737.25	2,014.91-
300 9517	CROSS COUNTRY							
	733.84	0.00	2,006.00	0.00	1,904.96	834.88	100.00	734.88
300 9519	BOYS TRACK							
	1,346.26	0.00	425.00	10.00	408.30	1,362.96	0.00	1,362.96
300 9520	GIRLS TRACK							
	130.85	0.00	275.00	0.00	255.00	150.85	129.00	21.85
300 9521	BOYS LACROSSE							
	4,391.50	0.00	0.00	0.00	2,487.50	1,904.00	0.00	1,904.00
300 9522	GIRLS LACROSSE							
	2,203.03	0.00	0.00	0.00	247.97	1,955.06	0.00	1,955.06
300 9524	DANCE TEAM							
	2,011.44	50.00	250.00	0.00	0.00	2,261.44	557.55	1,703.89
300 9525	OHSА TOURNAMENTS							
	2,501.19	0.00	22,096.00	22.75	16,461.64	8,135.55	63.00	8,072.55
300 9526	ROBOTICS							
	801.93	490.00	8,914.00	5,265.82	5,383.56	4,332.37	3,045.59	1,286.78
401 9213	AUX. SERVICES-OLD TRAIL							
	0.04	0.00	0.00	0.00	0.00	0.04	0.00	0.04
401 9214	AUX. SERVICES-OLD TRAIL							
	36,755.05	0.00	0.00	0.00	29,894.81	6,860.24	0.00	6,860.24
401 9215	AUX. SERVICES-OLD TRAIL							
	0.00	1.77	178,708.13	25,943.30	161,162.04	17,546.09	112,565.99	95,019.90-

Date: 02/04/2015
Time: 10:29 am

REVERE LSD - 050054
Financial Report by Fund/SCC
REVERE LOCAL - JANUARY 31, 2015

Page: 7
(FINSUM)

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered Bank	
Begin Balance	MTD Receipts	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance Code	
451 9215 OHIO K-12 NETWORK	0.00	0.00	3,600.00	0.00	0.00	3,600.00	0.00	3,600.00
516 9214 IDEA SPECIAL ED- PART B (7/1/13-6/30/14)	31,048.57	0.00	52,311.37	0.00	83,359.94	0.00	0.00	0.00
516 9215 IDEA Part B- (7/1/14-6/30/15)	0.00	48,438.36	124,168.96	33,438.36	122,607.32	1,561.64	0.00	1,561.64
516 9314 PARENT MENTOR -(7/1/13-6/30/14)	41.07	0.00	0.00	0.00	0.00	41.07	0.00	41.07
516 9315 PARENT MENTOR -(7/1/14/6/30/15)	0.00	10,708.88	10,708.88	1,977.87	11,640.31	931.43-	591.46	1,522.89-
572 9202 TITLE I - FY02	1,459.42	0.00	0.00	0.00	0.00	1,459.42	0.00	1,459.42
572 9214 TITLE I - FY2014 (7/1/13-6/31/14)	10,111.37	0.00	16,795.71	0.00	26,822.47	84.61	0.00	84.61
572 9215 TITLE I - FY2015 (7/1/14-6/30/15)	0.00	36,883.12	91,884.18	25,462.95	97,347.13	5,462.95-	2,569.70	8,032.65-
573 9200 TITLE VI (CHAPTER 2)-FY00	124.89	0.00	0.00	0.00	0.00	124.89	0.00	124.89
584 9201 DRUG FREE GRANT - FY01	10.56	0.00	0.00	0.00	0.00	10.56	0.00	10.56
590 9214 TITLE IIA - FY2014 (7/1/13-6/30/14)	1,821.00	0.00	1,821.00-	0.00	0.00	0.00	0.00	0.00
590 9215 TITLE IIA - FY2015 (7/1/14-6/30/15)	0.00	12,428.14	31,475.04	8,428.14	30,903.18	571.86	0.00	571.86
GRAND TOTALS:	24,505,472.75	1,017,872.31	22,646,725.43	4,329,416.02	27,280,170.88	19,872,027.30	3,368,564.63	16,503,462.67

FORM SM-2

DATE: 02/04/2015
TIME: 10:31:27OHIO DEPARTMENT OF EDUCATION - OFFICE OF SCHOOL MANAGEMENT ASSISTANCE
ANNUAL SPENDING PLAN (CURRENT OPERATION - GENERAL FUND ONLY - O.R.C. 5705.391)

PAGE: 1

SCHOOL DISTRICT: REVERE LSD - 050054

IRN # 050054 COUNTY: Summit
Revere LSD JANUARY 2015

FISCAL YEAR: 2015 MONTH: 01

	MONTHLY ESTIMATE	MONTHLY ACTUAL	MONTHLY DIFFERENCE	FISCAL YTD ESTIMATE	FISCAL YTD ACTUAL	FISCAL YTD DIFFERENCE
REVENUES						
01.010 General Property (Real Estate)	0	0	0	13,230,937	13,030,937	200,000-
01.020 Tangible Personal Property Tax	0	0	0	0	0	0
01.030 Income Tax	0	0	0	0	0	0
01.035 Unrestricted Grants-in-Aid	200,000	253,106	53,106	1,515,943	1,460,610	55,333-
01.040 Restricted Grants-in-Aid	0	210	210	10,000	136,444	126,444
01.045 Restricted Grants-in-Aid - SFSF	0	0	0	0	0	0
01.050 Property Tax Allocation	0	0	0	1,845,000	1,859,177	14,177
01.060 All Other Operating Revenue	25,000	136,894	111,894	595,000	693,550	98,550
01.070 Total Revenue	225,000	390,210	165,210	17,196,880	17,180,718	16,162-
OTHER FINANCING SOURCES						
02.010 Proceeds from Sale of Notes	0	0	0	0	0	0
02.020 State Emergency Loans & Advancements (Approved)	0	0	0	0	0	0
02.040 Operating Transfers-In	0	0	0	0	0	0
02.050 Advances-In	0	0	0	17,000	17,000	0
02.060 All Other Financing Sources	0	0	0	50,000	77,653	27,653
02.070 Total Other Financing Sources	0	0	0	67,000	94,653	27,653
02.080 Total Revenues and Other Financing Sources	225,000	390,210	165,210	17,263,880	17,275,371	11,491
EXPENDITURES						
03.010 Personal Services	1,900,000	2,054,781	154,781	11,182,957	11,479,814	296,857
03.020 Employees' Retirement/Insurance Benefits	600,000	667,118	67,118	4,152,598	4,086,487	66,111-
03.030 Purchased Services	600,000	367,794	232,206-	3,336,878	3,137,512	199,366-
03.040 Supplies and Materials	150,000	54,680	95,320-	1,357,382	491,024	866,358-
03.050 Capital Outlay	40,000	79,649	39,649	543,713	473,891	69,822-
03.060 Intergovernmental	0	0	0	0	0	0
04.010 Debt Service: All Principal (Historical)	0	42,635-	42,635-	0	0	0
04.020 Debt Service: Principal - Notes	0	0	0	0	0	0
04.030 Debt Service: Principal - State Loans	0	0	0	0	0	0
04.040 Debt Service: Principal - State Advancements	0	0	0	0	0	0
04.050 Debt Service: Principal - HB 264 Loans	0	0	0	0	430,102	430,102
04.055 Debt Service: Principal - Other	0	0	0	0	0	0
04.060 Debt Service: Interest and Fiscal Charges	0	0	0	0	6,052	6,052
04.300 Other Objects	20,000	9,432	10,568-	497,822	250,191	247,631-
04.500 Total Expenditures	3,310,000	3,190,819	119,181-	21,071,350	20,355,073	716,277-
OTHER FINANCING USES						
05.010 Operating Transfers - Out	0	0	0	0	48,000	48,000
05.020 Advances - Out	0	0	0	150,000	150,000	0
05.030 All Other Financing Uses	0	0	0	0	0	0
05.040 Total Other Financing Uses	0	0	0	150,000	198,000	48,000
05.050 Total Expenditure and Other Financing Uses	3,310,000	3,190,819	119,181-	21,221,350	20,553,073	668,277-
06.010 Excess Rev & Oth Financing Sources over(under) Exp &	3,085,000-	2,800,609-	284,391	3,957,470-	3,277,702-	679,768
07.010 Beginning Cash Balance	17,675,003	18,070,380	395,377	18,547,473	18,547,473	0
07.020 Ending Cash Balance	14,590,003	15,269,771	679,768	14,590,003	15,269,771	679,768
08.010 Outstanding Encumbrances	1,900,000	1,726,753	173,247-	1,900,000	1,726,753	173,247-

[illegible]

FY2015		REVERE LOCAL SCHOOLS FOOD SERVICE ENTERPRISE-FUND #006																
Monthly Cash Flow Spending Plan Report																		
		JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	TOTALS									
INCOME																		
BEGINNING BALANCES		\$16,475.53	(\$24,150.39)	(\$38,618.02)	(\$13,515.93)	\$53,335.78	\$68,572.74	\$67,528.24										
Interest Earnings									\$0.00									
Student Lunch Sales	\$265.30	\$44,182.74	\$55,739.73	\$63,025.20		\$47,367.05	\$42,380.28	\$48,281.65	\$301,241.95							(NOTE: OCT Does not include cash revenue of \$363.85)		
Student A-La-Carte Sales		\$1,974.60	\$11,937.57			\$22,632.14	\$9,702.17	\$9,795.48	\$56,041.96							(NOTE: OCT Does not include cash revenue of \$13,194.93)		
Student Milk Sales		\$61.50	\$708.00			\$1,278.00	\$467.00	\$525.00	\$3,039.50							(NOTE: OCT Does not include cash revenue of \$771.00)		
Adult Lunch Sales		\$114.30	\$1,314.77			\$2,888.12		\$1,154.15	\$5,471.34							(NOTE: OCT Does not include cash revenue of \$1,470.50)		
Catering - Bath									\$0.00									
Catering - Hillcrest									\$0.00									
Catering - RMS									\$0.00									
Catering - RHS					\$3,329.92	\$460.16	\$252.93		\$4,043.01									
Miscellaneous									\$0.00									
Vending Commissions - RMS		\$13.11	\$161.40		\$73.25	\$209.00	\$21.00	\$132.00	\$609.76									
Vending Commissions - RHS	\$19.69		\$178.71		\$260.57	\$226.97	\$208.00	\$171.07	\$1,065.01									
State Subsidy							\$326.73	\$326.73	\$653.46									
Federal Subsidy					\$14,807.14	\$14,103.08	\$11,152.50	\$9,244.00	\$49,306.72									
Transfers In									\$0.00									
Initial Advance In					\$100,000.00		\$1,010.84		\$100,000.00									
Refund/Prior Year Expenditure	\$48.00								\$1,058.84									
Advances In									\$0.00									
TOTALS RECEIPTS	\$332.99	\$46,346.25	\$70,040.18	\$181,496.08	\$89,164.52	\$69,630.08	\$522,531.55											
												TOTALS						
EXPENDITURES		JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	TOTALS									
Administrative Supply									\$0.00									
Regular Salaries	\$23,409.20	\$35,113.83	\$22,597.41	\$25,737.55	\$23,540.61	\$25,540.95	\$35,494.20	\$191,433.75										
Overtime/Extra Time			\$1,423.06	\$630.71	\$580.93	(\$2.27)	\$692.94	\$3,325.37										
Leaves/Holiday			\$50.76	\$54.21	\$36.33	\$186.54		\$327.84										
Severance								\$0.00										
Substitutes	\$14,070.26	\$15,825.87	\$675.78	\$1,369.47	\$1,310.98	\$279.92	\$476.90	\$4,113.05										
Benefits			\$20,191.08	\$14,671.80	\$14,490.49	\$14,396.69	\$17,566.94	\$111,213.13										
SURcharge								\$0.00										
Management Services			\$2,748.50					\$2,748.50										
Repair/Maintenance	\$185.00	\$138.60		\$1,697.17	\$153.79	\$69.25		\$2,243.81										
Travel/Meetings			385.49					\$385.49										
Food/Supplies	\$3,294.45	\$6,601.59		\$70,483.46	\$33,814.43	\$26,094.87	\$17,165.55	\$157,454.35										
New Equipment 500								\$0.00										
New Equipment 200								\$0.00										
New Equipment 100								\$0.00										
New Equipment 400								\$0.00										
Dues/Fees								\$0.00										
Return of Advance								\$0.00										
TOTALS EXPENDITURES	\$40,958.91	\$60,813.88	\$44,938.09	\$114,644.37	\$73,927.56	\$66,565.95	\$71,396.53	\$473,245.29										
ENDING BALANCES	(\$24,150.39)	(\$38,618.02)	(\$13,515.93)	\$53,335.78	\$68,572.74	\$67,528.24	\$65,761.79											
ENCUMBRANCES	\$12,058.94	\$59,134.05	\$60,334.05	\$63,513.92	\$70,624.65	\$71,639.95	\$67,643.51											
UNENCUMBERED BAL	(\$36,209.33)	(\$97,752.07)	(\$73,849.98)	(\$10,178.14)	(\$2,051.91)	(\$4,111.71)	(\$1,881.72)											

New Document

**LIST OF DONATIONS
RECEIVED BY THE REVERE LOCAL SCHOOL DISTRICT
2/17/2015**

CASH DONATIONS

1. To: Hillcrest, \$18,748.62, to cover the cost to purchase one chrome book cart and to cover half the cost of a second chrome book cart.
From: Hillcrest PTA
2. To: Hillcrest, \$5,450.00, to support the "Leader in Me" program.
From: Hillcrest PTA
3. To: Revere Schools, \$500.00, additional Funds for the Patrick Alfieri Lives Scholarship Fund.
From: Anonymous Donor

EQUIPMENT / OTHER DONATIONS

1. To: Revere High School, \$50.00, a Craftsman Minitool for the Robotics Team.
From: Carl Soulier

* Donation values for contributions other than cash are provided by donor and not established by the District.

New Document

Attachment T-4

Adjustments FY2015 Permanent Appropriations February 17, 2015

The Treasurer recommends that the Board approve the appropriation adjustments in the stated amounts listed below, approve these appropriations at fund level, and authorize the District's participation in any new Grants/Funds if applicable. It is further moved that all expenditures for grants be based upon the budgets submitted to and approved by the funding agencies or the applicable Activity/Purpose Statement.

Category/Description	Fund #	Action	Adjustment	Adjusted Appropriation Total
<u>Special Revenue Funds</u>				
<u>Enterprise Funds</u>				
<u>Internal Service Funds</u>				
<u>Capital Projects Fund Class</u>				
Permanent Improvement	003	INCREASE	\$100,000.00	\$2,100,000.00
<u>Trust Fund Class</u>				
<u>Agency Fund Class</u>				
Total of adjustments and or increase to the District's Appropriations			\$100,000.00	

New Document

INVENTORY CONTROL FORM

Attachment T-5

PART 1: To be completed by purchaser

Inventory Action: Addition () Deletion X ☒
Correction () Transfer ()

Purchase Order # _____

Received Date _____

BARCODE TAG # #003132

Location:

BLDG. #	FLOOR #	ROOM #
HES		

Description: ITEM NAME Wooden Shelf
BRAND NAME (old, falling apart and no longer used)
SERIAL # _____
MODEL # _____

Verification of barcode tag placement:

1/21/2015
date

Julie M. Gulley
signature
Julie Gulley
printed name

RETURN COMPLETED FORM TO THE TREASURER'S OFFICE ATTACHED TO THE GOLD COPY OF THE PURCHASE ORDER.

Part 2: To be completed by the Treasurer's Office

Asset Class _____

Life _____

Acq Cost _____

Equip Code _____

Fund

--

Func

--

Product Part # _____

Entered on Inventory system by: _____
signature

for transfers only

	Bldg.	Room
From:		
To:		
Tag #:		

INVENTORY CONTROL FORM

PART 1: To be completed by purchaser

Inventory Action:

Addition ()

Deletion (☒)

Board approved date: _____

Correction ()

Transfer ()

Purchase Order #

?

Received Date

?

for transfers only

	Bldg.	Room
From:		
To:		
Tag #:		

BARCODE TAG #

--	--	--	--	--	--

Location:

BATH		
BLDG. #	FLOOR #	ROOM #
Bath	C wing 1	Gym

Description:

ITEM NAME

volleyball standards -OLD!

BRAND NAME

none

SERIAL #

none

MODEL #

none

Verification of barcode tag placement:

1-20-15
date

signature

printed name

Ginamarie Pappano
Ginamarie Pappano

RETURN COMPLETED FORM TO THE TREASURER'S OFFICE ATTACHED TO THE GOLD COPY OF THE PURCHASE ORDER.

Part 2: To be completed by the Treasurer's Office

Asset Class

Life

Acq Cost

Equip Code

Fund

Func

Product Part #

Entered on Inventory system by:

signature

New Document

Attachment T-6 will be made available Tuesday, 2/17/15.

New Document

EXHIBIT A

**RESOLUTION OF INTENT
TO PARTICIPATE IN THE SCHOOL BUILDING ASSISTANCE
EXPEDITED LOCAL PARTNERSHIP PROGRAM**

WHEREAS, the Revere Local School District intends to participate in the School Building Assistance Expedited Local Partnership Program as outline in S.B. 272, and

WHEREAS, the Revere Local School District is planning to expend local resources to achieve a separate and distinct part of an overall master plan of the school district facility needs, as prepared in conjunction with the Ohio School Facilities Commission, that is either new construction or major repairs, and

WHEREAS, the Revere Local School District intends to move forward with a ballot issue or to apply other local resources in (month/year TBD).

THEREFORE, BE IT RESOLVED that the Revere Local School District Board of Education, declares its intention to participate in the School Building Assistance Expedited Local Partnership Program and will submit its resolution to the Commission within ten days of its adoption.

Date this 17th day of February 2015.

President, Board of Education

Treasurer, Board of Education

Superintendent of Schools

New Document

Ohio Schools Council Cooperative advertising and receiving bids for waste and recycling services

WHEREAS, the Revere Board of Education wishes to advertise and receive bids for waste and recycling services from July 1, 2015 through June 30, 2018 through the Ohio Schools Council's Waste and Recycling Program. There is no fee to participate in the Ohio Schools Council 2015-2018 Waste and Recycling Program.

THEREFORE, BE IT RESOLVED the Revere Schools Board of Education wishes to participate and authorizes the Ohio Schools Council to advertise and receive bids on behalf of said Board as per the specifications submitted for the cooperative purchase of waste and recycling services for the period July 1, 2015 through June 30, 2018. It is understood there is no fee to participate in the Ohio Schools Council 2015-2018 Waste and Recycling Program.

Motion	_____	2nd	_____
Aye	_____	Nay	_____

New Document

Summit County Interagency Agreement

Attachment 1

I. RATIONALE

This joint agreement is written to provide a framework for the agencies listed below to develop specific collaborative and cooperative agreements to serve infants, toddlers, and preschoolers of families who are eligible for services under Public Law 108-446 (Individuals with Disabilities Education Improvement Act of 2004 - Parts B and C), Ohio Revised Code Chapter 3323 and 5126.05, Administrative Code Sec. 3801-51, and Amended Substitute House Bill 248, Executive Order 94-13V, as enacted by The Education of The Handicapped Act Amendments of 1986, 100 STAT.1145 (1986), 20 USC 1471 et seq. as amended (Part "H"), as well as 45 CFR Parts 1304, 1305, 1306, and 1308.

II. PARTIES INVOLVED

This agreement is among the Akron Summit Community Action Head Start, Summit County Board of Developmental Disabilities, the Summit County Help Me Grow Program, and the following city and local school districts in Summit County:

Akron Public Schools	Manchester Local Schools	Tallmadge City Schools
Barberton City Schools	Mogadore Local Schools	Twinsburg City Schools
Copley-Fairlawn Schools	Nordonia Hills City Schools	Woodridge Local Schools
Coventry Local Schools	Norton City Schools	Summit County Educational Service Center
Cuyahoga Falls City Schools	Revere Local Schools	
Green Local Schools	Springfield Local Schools	
Hudson City School	Stow-Munroe Falls City Schools	

Signatures showing support are contained on the final page. Hereafter these parties are referred to as Head Start, *Help Me Grow* (*HMG*) *Part C* services and Local Education Agency (LEA), County Board of DD This agreement also has support from the Ohio Department of Education, Office of Early Learning School Readiness, the State Support Team for Region 8, the Ohio Department of Health/Bureau of Early Intervention Services, United States Department of Health and Human Services, and the Ohio Head Start Association, Inc.

Summit County Interagency Agreement

III. PURPOSE OF INTERAGENCY AGREEMENT

The purpose of this agreement is to assist the LEAs, County Board of DD, HMG, and Head Start in meeting the challenges of working collaboratively when faced with different interpretations of criteria establishing eligibility for disability services to children, ages birth to age 5, in Summit County. The dilemma is not and should not be which set of criteria is correct but how best to establish a framework that supports a unified system and promotes collaboration in providing services to children and families.

This agreement establishes who has the responsibility for specific services, as has been defined in *Ohio's Joint Agreement Between Federal Regions V and XII Administration for Children and Families (Head Start)*, *The Ohio Department of Education and the Ohio Department of Health*. Whenever appropriate, this information has been formatted into three columns to clearly delineate agency roles. The agreement also provides guidance for the economical use of funds by discouraging the duplication of services and by promoting communication and collaboration.

Collaboration among the LEAs, County Board of DD, Head Start and the HMG - Part C provides services to young children with disabilities, ages birth through age 5, and their families while making the best use of available resources and avoiding duplication of effort.

The purposes of this agreement are to outline roles and responsibilities, and to provide guidance for collaboration between the LEA, County Board of DD, HMG service providers, and Head Start in order to:

- 1.) Guarantee that all eligible children have access to the full range of services under the agreed-upon definition of eligibility contained herein.
- 2.) Assure the involvement of parents and families in all services provided to children, including procedural safeguards.
- 3.) Enhance the array of services and options available to children and families.
- 4.) Facilitate the smooth transition of young children between Help Me Grow - Part C, Head Start and the LEAs.
- 5.) Maximize services through the joint utilization of resources.
- 6.) Assure placement of eligible children in the least restrictive environment with the provision of appropriate services.
- 7.) Assure the sharing of information for the benefit of the child and family as a strategy for avoidance of duplication of effort.

Summit County Interagency Agreement

Note Regarding Summit County Board of Developmental Disabilities

Information regarding the roles and responsibilities of Summit County Board of DD is embedded into the information below and is not presented as a separate column. During recent reorganization of early childhood services to support an inclusive philosophy, Summit County Board of DD does not no longer offers center based early intervention and preschool special education programming but Summit County Board of DD provides oversight of early intervention services and support to child care centers in the community. a childcare option for the community (described below). Districts and agencies associated with the agreement have decided to embedded information regarding the role of Summit County Board of DD, where applicable, into the information associated with either the LEA, Head Start, or Summit Co. HMG partners

In 2011, Summit County Board of DD developed a program called Community Partnerships for Inclusion with the mission of providing training and support to child care centers in the community to ensure that all children were successfully included. Local child care centers participate in trainings that teach them about inclusion and then receive additional support from Summit DD staff to help put what they have learned into practice. Most children with developmental disabilities now receive care in a child care center close to their home. For those children whose medical care or behavior makes is difficult to attend a community center, options for care are still available at the Summit County Board of DD.

For those children whose medical care or behavior makes it difficult to attend a community center, options for care are still available at the Summit County Board of DD through the Paving the Way Program. Established in August 2014 the Paving the Way program offers a transitional placement intended to prepare the child, family and childcare center for community inclusion.

Summit County Interagency Agreement

A. ROLES & RESPONSIBILITIES OF LEA, HEAD START, AND HMG

LEA	HEAD START	Summit Co. HMG
LEAs are required by the child identification process provisions of Ohio Administrative Code Rules 3301-51-03 (revised July 1, 2014) to locate, identify and evaluate all children (birth through age 21) residing within their boundaries who may be eligible for special education services. LEAs are required to identify children with disabilities birth through age 21 and provide services to children with disabilities age three through five years who are determined eligible and in need of special education and related services.	The Disabilities Coordinator in collaboration with parents and community partners, such as the Local Education Agencies (LEA) and Help Me Grow providers, is responsible for developing the Disabilities Service Plan. The team approach assures that any and all aspects affecting children are taken into consideration when developing programmatic planning for them. Also, by collaborating with our community partners, the program assures effective use of Head Start resources as well as resources available in the community.	Summit County Early Help Me Grow (HMG) is the designated lead organization for the planning, development and implementation of a countywide system of early intervention services for infants and toddlers under three years of age with delays or disabilities. Summit County HMG is responsible for assuring that provisions for early intervention are available in Summit County; provision of early intervention services occurs through local early intervention service providers. Summit County HMG partners with Summit County Board of Developmental Disabilities to provide early intervention services in the county.

Summit County Interagency Agreement

LEA -ages birth through 21	Head Start, birth through age 5, in conjunction with the LEA and HMG:	Summit County HMG, birth to age 3.
1. To assure that parents are equal partners in the process and can exercise parental rights with regard to identification, evaluation; and 2. To assure provision of services for children ages three through 21; and 3. To assure an exchange of information; 4. To provide referral for children birth through age 21; 5. To conduct evaluations for diagnoses or eligibility for services for children ages 3 through 21 6. To develop Individualized Education Plans (IEP) for ages 3 through 21.	1. To provide screening services within the timelines as established in the Head Start Performance Standards. 2. To assure that necessary evaluations and determination of eligibility for services occurs; 3. To assure the development of an IEP and/or IFSP; 4. To collaborate with other community resources to assure service delivery. 5. Head Start will refer to the LEA or EI agency as soon as the need becomes evident. 6. Head Start will share screenings, assessments, & evaluations with the LEA or EI agency to assist in disability determination. 7. Head Start will make available, a minimum of 10% of enrollment disabilities. 8. Head Start will attend IEP meetings and Help Me Grow Transition Meetings.	1. To assure a comprehensive child find system, consistent with Part B. 2. To assure a timely, comprehensive, multidisciplinary evaluation of each eligible child and the strengths and needs of the family to appropriately assist in the development of that child at no cost to the family; 3. To assure an IFSP for each eligible infant and toddler including service coordination; 4. To assure implementation of procedural safeguards. 5. To assure parents are informed of their rights in Early Intervention. 6. To assure EI services are available.

Summit County Interagency Agreement

Assurance of Maintenance of Effort			
LEA	HEAD START	Summit Co. HMG	
The LEAs are responsible for assuring a free appropriate public education (FAPE) for eligible preschool children at no expense to the family.		HMG is responsible for assuring that provisions of early intervention are available in Summit County; provisions of HMG - Part C services, occur through local early intervention service providers.	

IV. CONCEPTUAL AGREEMENT

The following conceptual framework has been mutually agreed upon by the LEAs, County Board of DD, Head Start, and HMG. This framework is the foundation for development of this local agreement among the LEAs, Head Start, and HMG.

The primary focus of this agreement is to outline the collaborative efforts among Head Start, the LEAs, County Board of DD and HMG. Consistently coordinated efforts among agencies and programs are encouraged to meet the individual needs of the children and families in providing required services.

A. CHILD FIND AND IDENTIFICATION OF CHILDREN WITH DISABILITIES

	LEA	HEAD START	Summit Co. HMG
Agency Responsibility	The LEAs are the lead agencies for Part B, ages three through 21, and the Ohio Dept. of Health is the lead agency for Part C, birth through age two. In conjunction with the local HMG service system, the LEAs retain responsibility for the location and	Head Start programs will develop local agreements addressing the responsibilities of collaborating agencies where the targeted enrollment includes infants, toddlers and/or preschoolers. Head Start participates in the Child Find plan.	The LEAs are the lead agencies for Part B, ages 3 through 21. The LEA retains responsibility for the location and identification of all children with disabilities or delays from birth through age 21 with the understanding that in serving children with disabilities or delays,

Summit County Interagency Agreement

	identification of all children with disabilities from birth through age 21		the HMG is the lead organization for Part C, birth to age three.
Identification	Child Find is the joint responsibility of the LEAs and HMG as the lead agencies under IDEA, Parts B & C. LEAs are obligated to provide services to identified children at age three.	Coordinated efforts of early childhood service providers and LEA's will benefit both families and the communities.	Child Find is the joint responsibility of the LEAs and HMG as the lead agencies under IDEA, Parts B & C.
Local Requirements	The school district where the parent resides has the responsibility for preschool special education services. LEAs participate in the transition planning process prior to the child's third birthday.	Head Start participates in the Child Find plan.	Early intervention services for infants and toddlers are provided through providers in conjunction with HMG, County Board of DD, Early Head Start and ODH/Bureau of Early Intervention Services.

B. ELIGIBILITY

The LEAs, Head Start, County Board of DD and HMG are committed to a system of service for young children and their families that is equitable and family centered, where parents are participants in the system. In order to prevent a fractured system whereby some services are available to some children and their families from one service provider but not from another service provider, criteria for early intervention, special education and related services will be determined according to state requirements.

In this manner, all children identified with disabilities and their families are afforded:

- * a free appropriate public education for ages 3-5
- * an IEP or IFSP
- * due process
- * protection in evaluation services
- * confidentiality, and
- * child find and identification

Summit County Interagency Agreement

Eligibility Criteria & Processes	LEA	HEAD START	Summit Co. HMG
	Eligibility criteria for special education and related services will be determined according to state requirements described in Ohio Administrative Code Chapter 3301-51, Operating Standards for Ohio's Schools Serving Children with Disabilities. The process of identification, referral and evaluation protected under procedural safeguards begins as soon as a child is referred for a suspected disability. This may occur after the referral process is conducted. Once formal referral for a suspected disability is made, the LEA will initiate the evaluation. Parents have the right to consent or refuse the evaluation, assessment and special education services.	In order for a child to be counted as a child with a disability they must have a completed IEP through the LEA or an IFSP through HMG and can receive their services listed on the IEP/IFSP in the Head Start/Early Head Start setting. Children ages three to five, inclusive, who are experiencing developmental delays, as defined by their State and as measured by appropriate diagnostic instruments and procedures, in one or more of the following areas: physical development, cognitive development, communication development, social or emotional development, or adaptive development, and who by reason thereof need special education services may receive services as children with disabilities in Head Start programs (45 CFR 1308.17). Head Start eligibility criteria as defined by the Head Start Performance Standards on Services for Children with Disabilities (45	HMG - Part C services means services that are designed to meet the developmental needs of each eligible child and the needs of the family related to enhancing the child's development. These services are selected in collaboration with the parents. <i>HMG Part C</i> must assure that services are provided to two groups of children: those who are experiencing developmental delays, and those who have a diagnosed mental or physical condition.¹ Written parental consent must be obtained before conducting the initial evaluation and assessment and also at the time the initial IFSP is developed. Infants and toddlers who move into Ohio with an individualized family service plan from another U.S. state or territory, when the IFSP is dated less than 180 calendar days from the date of system referral.

¹ See Ohio Administrative Code 3701-8-07 Help me grow early intervention program eligibility and determination of need for early intervention services.

Summit County Interagency Agreement

			CFR 1308) may be served by Head Start as outlined below. Some children exhibit developmental delays but are not eligible through the LEA for special education services and do not generate funds under federal or state provisions. These children may require additional support for successful participation in the Head Start/Early Head Start program. Head Start is mandated to provide a comprehensive developmental program accessing resources to meet the needs of all children enrolled (45 CFR Parts 1304 & 1308). Head Start is responsible for the provision of additional needed services within the traditional framework of Head Start. Early Head Start must use ODH definition a disability and delay for age's birth to three. The Special Needs Consultant must refer a child to the local early intervention service coordinator. Parents have the right to consent or refuse evaluation, assessment, and early intervention services.	
--	--	--	--	--

Summit County Interagency Agreement

		Head Start Disabilities Consultant must refer a child to the LEA for evaluation as soon as the need is evident starting as early as the child's third birthday or at the time a disability is suspected.	
Child Count	Preschoolers, ages 3 through 5, who do not meet the eligibility criteria for special education as defined by the Ohio Administrative Code 3301-51-11 will not be counted as children with disabilities nor provided a formal IEP developed with the school district	Head Start is committed to provide the number of children receiving services under IEPs to the school district by April 15 th . Children with an LEA-administered IEP and enrolled in Head Start will be counted towards the 10% enrollment for children with disabilities. Preschool children with disabilities enrolled in Head Start will therefore have a plan developed by the LEA and administered by the LEA <u>or</u> Head Start.	Data regarding the names, addresses, phone numbers and birth dates (and names of children if parents consent) of children who are currently receiving HMG services will be shared by HMG providers with the LEAs. The numbers reported to the LEAs represent children under the age of 3 who are receiving HMG services and have an IRSP. Sharing this information with the LEAs is not intended to imply that these children are eligible for preschool special education services. The HMG data collection site must send a report to the LEAs giving the names, addresses, phone numbers, and birth dates of the children receiving early intervention services in the county, and the school district in which they reside to all LEAs

Summit County Interagency Agreement

		quarterly (November, February, May, and August).
--	--	--

C. CHILDREN ENTERING OHIO/ SUMMIT COUNTY WITH EXISTING IEPs/IFSPs

LEA	HEAD START	Summit Co. HMG
The LEAs will follow the procedures specified in Ohio Administrative Code Chapter 3301-51, Operating Standards for Ohio's Schools Serving Children with Disabilities. LEA's will coordinate with Head Start agencies to assist in the implementation of the IEP and related services.	Head Start is mandated to provide screening within 30-90 days of first date of attendance (45 CFR 1304.20 (a) (b). Head Start will use evaluation/assessment documentation in place of a screening children qualifying for speech through the LEA will not be screened for speech in Head Start to ensure there is not an unnecessary duplication of services. Once parental permission is obtained, Head Start will provide the LEA or HMG with completed health documentation as necessary (dental, immunization, vision, etc.) if requested by school district or EI agency.	HMG Part C must assure services to two groups of children: those who are experiencing developmental delays and those who have a diagnosed mental or physical condition. Infants and toddlers who move into Ohio with an individualized family service plan from another U.S. state or territory, when the IFSP is dated less than 180 calendar days from the date of system referral.

D. TIMELINES

When Head Start notifies the LEAs or Help Me Grow of a child suspected of having a disability, procedures will be followed and responsibilities assigned according to the provisions of this agreement. There may be shared responsibility in obtaining parental permission, identification, evaluation and parent involvement. There should be ongoing dialogue regarding procedures for individual children with regard to the referral processes.

Summit County Interagency Agreement

LEA	HEAD START	Summit Co. HMG
LEAs will adhere to the timelines specified in Ohio Administrative Code Chapter 3301-51. Timelines may not exceed the federal/state timelines. In the case of the initial evaluation, evaluations must be completed with an eligibility decision made within 60 days of parent consent. If a determination is made that a child has a disability and needs special education and related services, an IEP must be developed within 30 days of this determination, and within ninety days of receiving parent consent for evaluation, or within 120 days of referral.	As soon as a child is suspected of having a disability, the child should be referred to the LEA or early intervention agency (45 CFR 1308.6 (e)). If the multidisciplinary team, consisting at a minimum of the parent, teacher, and Disabilities Coordinator, has agreed that a referral to the LEA or Help Me Grow is appropriate, the Special Needs Consultant makes the referral to the LEA or Help Me Grow after written permission is received from the parent. If the LEA or EI agency determines that a child does not meet the qualifications as a child with a disability under IDEA, then Head Start will continue to develop intervention/supports as necessary for success in the Head Start/Early Head Start classroom. These children do not qualify as a child with a disability	The evaluation and initial assessment and IFSP of each child must be completed within the 45 day period which begins from the date of program referral to the HMG Central Coordinating Contractor for Summit County HMG. The centralized coordination contractor shall make a minimum of three different attempts to call or e-mail the parent, until successful contact is made, within ten calendar days. If the parent communicates that they are interested in HMG, the centralized coordination contractor shall make a program referral to the chosen early intervention service coordination contractor within one business day into the statewide data system. The program referral to an early intervention service coordination contractor begins the forty-five calendar day time line for children referred to early intervention, as described in rule 3701-8-07.1 of the Administrative Code.

Summit County Interagency Agreement

E. REFERRAL PROCESS

All agencies have timelines established with regard to the child identification process. It is recommended that this agreement include a description of how each agency is involved with regard to children suspected of having a disability or identified as having a disability.

When Head Start notifies the LEA or HMG of a child suspected of having a disability, procedures will be followed and responsibilities assigned according to the provisions of this agreement. There may be shared responsibility in obtaining parental permission, identification, evaluation and parent involvement. There should be ongoing dialogue regarding procedures for individual children with regard to the referral processes.

	LEA	HEAD START	Summit Co. HMG
Identification Process	Referral process shall be implemented to determine if the child has a suspected disability. If, during the referral process, a child is suspected of having a disability, a referral for an evaluation is made. Prior Written Notice is given to the parents, and consent for evaluation is signed.	Head Start will collaborate with the LEA's and EI agencies as outlined in the local agreement and in alignment with the Head Start Disability Plan with regard to procedures for making referrals for evaluation and determining whether there is a need for special education, related services, and/or early intervention services. As part of the differentiated referral process, Head Start must make referrals to the LEA or EI agency. Documentation of Interventions should be included in the information provided to the LEA or EI agency as part of the MFE process. Head Start will submit a PR04 Referral for Evaluation form to the	Summit County has an established Central Coordinating Contractor. It is to this site that Head Start will make referrals. The referral will be assigned to one of the county's agencies providing Service Coordination. Once assigned to a Service Coordinator, they will do a home visit and determine if the child is eligible for Help Me Grow.

Summit County Interagency Agreement

		LEA. The day the LEA receives the PR04 form begins the 30 day timeframe to follow up on the request. A school district of residence will, within thirty days of receipt of a request for an evaluation from either a parent of a child or a public agency, either obtain parental consent for an initial evaluation or provide to the parents prior written notice stating that the school district does not suspect a disability and will not be conducting an evaluation. (3301-50-06; B-3)	
Using existing Information	LEA	HEAD START	Summit Co. HMG
	The LEA's screening, the EI evaluation and assessment and/or information from appropriate sources such as Head Start would be used as part of the referral process to determine if there is a need for further evaluation, provided the information is current within the past 12 months.	Interventions that occurred prior to the MFE process will be documented and shared with the LEA or EI provider. Head Start screenings, assessments, evaluations and/or information from other sources should be used as part of the differentiated referral process by the LEA or the EI agency provided the information is current within 12 months. Provided there is written parental consent, Head Start will provide to	

Summit County Interagency Agreement

		the LEA or EI agency documentation that will assist in making the evaluation process more efficient. These documents may include: dental records, immunization records, vision& hearing screening results, ASQ scores, Galileo scores, DECA scores, speech evaluations, anecdotal records, classroom observations, and any other relevant documentation. Head Start can assist with speech evaluations of children enrolled in their program when requested by the LEA.	
--	--	--	--

F. EVALUATIONS

It is recommended that the LEAs, HMG, County Board of DD, and Head Start determine shared responsibilities. The goal of this process is to prevent duplication of efforts. When parties have a basic agreement as to responsibilities and processes, it would seem practical that all available data be incorporated into the assessment process.

	LEA	HEAD START	Summit Co. HMG
Timelines	If, after all information has been reviewed, and an evaluation is deemed necessary, procedural safeguard information will be provided to the parent. The evaluation will be completed within the timelines mandated Ohio Administrative Code Chapter 3301-51, Operating Standards for Ohio's	Head Start will address evaluations for preschool children in accordance with 45 CFR 1308 with regard to the three assessment steps: screening, ongoing developmental assessment, and further specialized assessment. These three steps correlate to the differentiated referral process employed by the LEA with the final	Infants and toddlers who have a suspected developmental delay or have a diagnosed mental or physical condition with a high probability of resulting in developmental delay shall receive The Service Coordinator will coordinate the developmental evaluation to determine eligibility

Summit County Interagency Agreement

	Schools Serving Children with Disabilities.	"further specialized assessment" correlating to the MFE process.	within 45 calendar days after program referral. The child shall receive a multidisciplinary assessment of the unique strengths and needs of that infant or toddler and the identification of services appropriate to meet those needs within 45 calendar days after program referral.
Personnel Qualifications	Personnel conducting evaluations in accordance with Rule 3301-51-06 to determine eligibility for preschool special education and related services will meet the requirements set forth within published test administration requirements. Evaluations must be conducted in accordance with Chapter 3301-51 to determine a documented deficit.	Testing and evaluation procedures (45 CFR 1308.6) must be administered by trained State certified or licensed personnel. Head Start contracts with State licensed Speech and Language pathologist to conduct screening and evaluations for speech. Head Start contracts with State certified or licensed Mental Health Consultants to interpret social/emotional screenings and mental health evaluations as necessary. All Head Start/Early Head Start staff is trained on proper procedures for completing screenings and ongoing assessments yearly.	According to Ohio Revised Code HMG rules, the evaluation and assessment teams include: 1. Parents and other team members as requested by the family provide information and observations of the child's behavior. 2. Two Qualified personnel from two (2) different disciplines determined by ODH unless one individual holds licensure in at least two disciplines. The SC facilitates the evaluation and assessment process. If the SC holds licensure or certification the SC may represent one of the two disciplines.

Summit County Interagency Agreement

G. INDIVIDUALIZED PLANS FOR SERVICE DELIVERY

IDEA 2004 stresses the role of multiple agencies and assumes that the efforts of other agencies will be maintained. Head Start is one of several sources for funding special education and related services for young children with disabilities.

	LEA	HEAD START	Summit Co. HMG
Individual Plan	If a child is determined to be a preschooler with a disability, an IEP will be developed in accordance with Ohio Administrative Code Chapter 3301-51-11.	Head Start will follow the IEP/IFSP plan within the Head Start classroom. Head Start/Early Head Start staff will implement and document, as appropriate, goals and objectives stated on the IEP/IFSP when Head Start is the listed as the LRE. The Special needs Consultant works with the Head Start Director in planning and budgeting to assure that the special needs identified in the IEP are fully met and that children most in need of an integrated placement and of special assistance are served (45 CFR 1308.4m)	The IFSP is a written plan for providing HMG services to an eligible child and the child's family. It is a child and family-centered document resulting from an ongoing process, based largely on the child's strengths and needs, and the family concerns, priorities and resources. Development of the initial IFSP shall occur with a multidisciplinary team including, at a minimum, the parent of the child, other family members when requested by the parent, an advocate or person outside of the family when requested by the parent, the child's service coordinator, and one person who conducted the evaluation or assessment of the child.
Provision of Services	The LEA will assure the identification, evaluation and	Those children who do not meet the requirements of IDEA, and do not	"Early intervention services" are developmental services that are

Summit County Interagency Agreement

	provision of a free appropriate public education (FAPE) for all children, including those enrolled in Head Start, found to be eligible for special education and related services. The LEA must assure that these services are provided.	have an IEP/IFSP, will have a support/intervention plan developed to ensure success in the Head Start/Early Head Start classroom.	provided under public supervision, are selected in collaboration with the parents, are provided at no cost to families, except for a system of payments, that are designed to meet the developmental needs of an infant or toddler with a disability and the needs of the family to assist appropriately in the infant's or toddler's development, as identified by the IFSP team.
Timelines	An IEP will be developed in a timely manner, and will not exceed the mandated timelines.	Head Start will provide quarterly documentation to the LEA/HMG showing progress toward goals & objectives.	The SC will coordinate, facilitate, and monitor the delivery of early intervention services to ensure that services the child needs start within thirty calendar days of the parent signing the IFSP; except when the family has an exceptional family circumstance which keeps the family from being able to receive the service within thirty calendar days after signing the IFSP.

Summit County Interagency Agreement

G. INDIVIDUALIZED PLANS FOR SERVICE DELIVERY (continued)

	LEA	HEAD START	Summit Co. HMG
Individual Plan Review	IEPs will be reviewed at least once annually in accordance with federal and state requirements.	Head Start will participate in annual IEP/IFSP review to determine continuation of services.	Periodic reviews of the IFSP shall occur every 180 calendar days, more frequently when the family requests such a review; or within 45 calendar days of program referral for any child who transfers early intervention service coordination contractors within Ohio. The IFSP is evaluated during a meeting at least annually.

H. SERVICE DELIVERY

	LEA	HEAD START	Summit Co. HMG
Comprehensive Services	The LEA is responsible for assuring a free, appropriate public education (FAPE) at no expense to the family. If the IEP team determines that a child's needs are best met in the Head Start program, the LEAs and Head Start will determine ongoing responsibilities respectively. The LEA is to provide alternative service delivery options [3301-51-11] including center based	Health: To assess each child's access to continuous ongoing health care, and to ensure identification and treatment of health problems, Head Start works with families to make sure the child is up-to-date on a schedule of age appropriate preventative and primary health care which includes medical, dental, and mental health. Education: In order to help children gain the skills and confidence	The following HMG early intervention services shall be provided at no cost to families: (1) Screening, developmental evaluation, child assessment, and family-directed assessment; (2) Development, review, and meetings to evaluate IFSPs; (3) Service coordination; (4) Procedural safeguards; and (5) Transition planning. The IFSP shall specify early intervention services, as defined

Summit County Interagency Agreement

programming and itinerant services. Placement is the culmination of the IEP process.		necessary to be prepared to succeed in their present environment and with later responsibilities in school and life, Head Start provides developmentally and linguistically appropriate approach to learning, recognizing that all children have individual rates of development, cultural backgrounds, and learning styles (45 CFR 1304.21a). Head Start uses Creative Curriculum and Project based curriculum in all infant, toddler, and preschool classrooms. Nutrition: Head Start must design and implement a nutrition program that meets the nutritional needs and feeding requirements of each child, including those with special dietary needs and children with disabilities. Each child in a part-day setting receives meals and snacks that provide at least 1/3 of the child's daily nutritional needs. Each child in a full-day program receives meals and snacks the provide ½ to 2/3 of the child's daily nutritional needs (45 CFR 1304.23b). Family partnerships: Head Start engages in a process of collaborative partnership –building with parents to establish mutual trust and to identify	in rule 3701-8-01 of the Administrative Code, which are necessary to meet the unique needs of the child and family to achieve the outcomes identified on the IFSP; including the length, duration, frequency, intensity, service provider and method of delivering the early intervention services; a statement that each early intervention service is provided in the natural environment for that child or a justification as to why the service will not be provided in the natural environment; the location of each service; and payment arrangements.
---	--	---	---

Summit County Interagency Agreement

		family goals, strengths, and necessary services and other supports (45 CFR 1304.40 a)	
--	--	---	--

I. TRANSITION

LEA	HEAD START	Summit Co. HMG
Procedures will be followed according to the Summit County Interagency Transition Agreement outline under the HMG column of this document. Includes: - Any specific plans already in place in Summit County for transitioning children into a program. Assurance of placement in the least restrictive environment - Plans for parental involvement - Adherence requirements in Chapter 3301-51	Head Start must assist parents in becoming their children's advocate as they transition both into Early Head Start or Head Start from the home or other child care setting, and from Head Start to elementary school (45 CFR 1304.40h). A Transition Plan is in place that outlines the roles and responsibilities of Head Start staff in adhering to this policy. The Special Needs Consultant (or other appropriate HS personnel) will attend the HMG transition meeting of those children who currently receive Part C services and may qualify for Part B services under the LEA to provide information about Head Start and available services if requested by HMG or the parent. The Special Needs Consultant will attend transition meetings for those children on IEP's who are entering elementary school if requested by the LEA or parent.	Procedures will be followed according to the Summit County Interagency Transition Agreement. Includes: - The transition planning conference is held least 90 calendar days, but not more than 9 months prior to the child's 3rd birthday. Date of the meeting will be mutually agreed upon between HMG and the LEA. - Each invited team member will receive written notification from HMG of the conference date, in sufficient time to assure attendance. If the LEA does not attend the transition conference, having been invited/given notice of the meeting to determine eligibility as required by ODE Operating Standards, the conference will be held in their absence.

Summit County Interagency Agreement

	• Head Start coordinates with the schools or other agencies to ensure that individual Early Head Start or Head Start children relevant records are transferred to the school or next placement in which a child will enroll or from earlier placements to Early Head Start or Head Start (45 CFR 1304.41c). If requested by families, a Head Start representative will be available to meet with families with children identified at risk or children that are not referred for preschool special education services to explore options within Head Start programming	3. Service coordinators will provide the following information to LEAs within 10 days of the transition planning conference: HBLP/BDI-2, Current IFSP, Preschool Request for Assistance, and applicable related service and medical reports. 4. Policy for referrals HMG receives close to 3rd birthday: Referrals that HMG receives <u>46-90</u> days before the child's 3rd birthday: a. The child will be assigned a service coordinator who will begin transition planning. b. With parent consent, HMG and LEA will cooperatively determine eligibility for Part B preschool. c. HMG will work with the LEA to conduct a joint evaluation for eligibility. i. HMG will assign a Service Coordinator to a referral within the 46-90 day timeframe and mark as an urgent referral. ii. Service coordinator will begin the conversation during initial call to family about the possibility of involving LEAs.
--	---	--

Summit County Interagency Agreement

			iii. If consent is obtained during the call, the Service Coordinator will consider the possibility of scheduling the transition planning conference during the first meeting with the family. During the initial call, service coordinators will collect requested information from the specific LEA to support their initiation of the process. iv. LEAs will be immediately contacted informing them of the meeting. v. Service coordinator will arrive to the first meeting 30 minutes prior to the LEA joining to complete initial screening and paperwork. vi. During the transition planning conference meeting, both HMG and LEA representatives will talk with families about the qualifying criteria and process that leads up to determination of eligibility.
--	--	--	--

Summit County Interagency Agreement

		vii. Arrangements will be made to organize the details of the joint evaluation process for the second meeting in which the HMG Developmental Evaluation Team and LEA will be present d. The parent may choose HMG Part C services and/or Part B preschool services if the child has been determined to be eligible for both; e. If the parent chooses Part C, an IFSP meeting will be held and will serve as the Transition Conference; and f. If the parent chooses Part B, and the evaluation team agrees, an IEP may be written at this IFSP/Transition Conference and the child enrolled in Part B. If the child does not enter Part B with an IEP the child remains in HMG with an IFSP until the 3rd birthday. g. For reporting purposes, HMG and LEA will consider the child as coming from HMG. Referrals that HMG receives <u>45 days or less</u> before 3rd birthday: a. For a child referred with a suspected disability, a referral will be made directly to the LEA; the child will be
--	--	---

Summit County Interagency Agreement

			entered into Early Track and exited as referral outcome that identifies that the child was referred directly to the LEA b. For a child referred without a suspected disability, a referral will be made directly to Head Start, childcare, or other community programs of interest to the parent; the child will be entered into Early Track as a referral and exited as referral outcome that identifies that the child was directly referred to a community program. c. Referrals will be conducted by HMG, but a service coordinator will not be assigned d. For reporting purposes, HMG and LEA will NOT consider the child as coming from HMG. HMG will work with families of children that were not referred for preschool special education services to explore options with Head Start and/or other community preschool programs. If a child is enrolled in Early Head Start, HMG must invite the Special Needs Coordinator or other representatives from Head Start to attend the Transition Planning Conference. If the Head Start
--	--	--	---

Summit County Interagency Agreement

		representative is unable to attend the Transition Planning Conference, the meeting will be held as planned.
--	--	---

J. PERSONNEL

As part of Summit County's commitment to provide a system of service to young children and their families that is equitable, personnel responsible for early intervention, special education and related services will be qualified to do so under state criteria.

	IEA	HEAD START	Summit Co. HMG
Direct Services	Personnel providing direct special education services to children with disabilities must hold the appropriate state certification and/or licensure. Preschool special education itinerant and center-based teachers must be qualified in accordance with Rules 3301-24 or 3301-51 of the Ohio Administrative Code as applicable.	Teacher certification requirement for ASCA Head Start is a minimum of a two year degree. A Head Start teacher who holds a CDA or higher is considered a qualified staff member as defined in Chapter 3301-31-01. Therefore, itinerant services, if determined appropriate through the IEP, may be delivered in a Head Start classroom that is staffed by a teacher holding a two year degree or higher.	A HMG service coordinator must hold a HMG service coordinator Credential, has a minimum of a bachelor's degree in a related field of study and meets personnel requirements found with rule 3701-8-03 of the Ohio Administrative Code.

Summit County Interagency Agreement

Related Services	Related services personnel must be qualified in accordance with Rule 3301-51 of the Ohio Administrative Code and/or hold state licensure if contracted for through other community agencies.	Related services personnel must hold state licensure if contracted for services through other community agencies.	Early intervention service providers shall be qualified personnel who meet minimum qualifications for their role, with state approved or recognized certification, licensing, registration, or comparable requirements.
Evaluation Services	Personnel conducting evaluations in accordance with Rule 3301-51-11 to determine eligibility for preschool special education and related services must meet the requirements set forth within published test administration requirements.		Individuals who conduct evaluations or assessments with infants and toddlers shall be qualified to do so in accordance with rule 3701-8-07.1 of the Administrative Code.
Assessment Reporting Requirements	LEAs are responsible for reporting the Early Learning Assessment, Ages and Stages: Social Emotional, and the Early Childhood Outcome Summary to the state two times during the school year.		HMG personnel enter all assessments, evaluations and screening results into Early Track within 30 days of the update or occurrence.

Summit County Interagency Agreement

K. PARENTS' RIGHTS AND PROCEDURAL SAFEGUARDS FOR CHILDREN ELIGIBLE UNDER IDEA

LEA	HEAD START	Summit Co. HMG
To assure the involvement of parents and families in all services provided to children with disabilities and provide equity of services delivery systems, parents will be informed of their rights and a full explanation of procedural safeguards as delineated under the Ohio Administrative Code Chapter 3301-51, Operating Standards for Ohio's Schools Serving Children with Disabilities.	Head Start assists parents in communicating with teachers and other school personnel as well as with personnel from outside agencies so that parents can participate in decisions related to their child's education (45 CFR 1304.40b). Head Start staff must inform parents of the types and purposes of the screening or evaluation well in advance and provide the purpose and results of these screenings & evaluations (45 CFR 1308.6c). Parental consent, in writing, must be obtained before a child can have an initial evaluation to determine whether the child has a disability (45 CFR 1308.6e). evaluation well in advance and provide the purpose and results of these screenings & evaluations (45 CFR 1308.6c). Parental consent, in writing, must be obtained before a child can have an initial evaluation to determine whether the child has a disability (45 CFR 1308.6e).	To assure the involvement of parents and families in all services provided to children eligible for early intervention, parents will be informed of their rights and a full explanation of procedural safeguards to ensure parent's rights in HMG early intervention in rule 3701-8-10.2 of Ohio Administrative Code.

Summit County Interagency Agreement

L. Evaluation of Interagency Agreement

The agreement will be reviewed once a year at a minimum to assess effectiveness of the procedure outlined in the agreement for supporting interagency work. Changes will be made to the agreement as needed. All key stakeholders will have the opportunity to review changes prior to the agreement being finalized. The State Support Team for Region 8 facilitates the interagency agreement process for Portage County, collects information from stakeholders identified in the agreement regarding challenges associated with procedures defined within the interagency agreement, schedules and conducts the annual revisions activities, and assists with the signature and approval process.

LEA	HEAD START	Summit Co. HMG
LEA representatives will be identified by the district to participate in the Summit County Interagency Agreement review. After edits are made to the current agreement, all agencies involved will have a two week period in which to review the edits and suggest changes or initiate further conversation needed prior to approval. Once approval has obtained, the document will be presented to superintendents and agency directors for signatures. A copy of the interagency agreement will be sent to each program's early childhood contact, district superintendent, or program director along with a copy of the meeting attendance list, and a letter confirming participation in the annual review process.	A representative from Head Start will serve on the Summit County Interagency Committee as appointed by the agency and will lead all changes and evaluation efforts in the interagency agreement on behalf of Head Start. After edits are made to the current agreement, all agencies involved will have a two week period in which to review the edits and suggest changes or initiate further conversation needed prior to approval. Once approval has obtained, the document will be presented to superintendents and agency directors for signatures. A copy of the interagency agreement will be sent to each program's early childhood contact, district superintendent, or program director along with a copy of the	A representative from HMG will serve on the Summit County Interagency Committee as appointed by the agency and will lead all changes and evaluation efforts in the interagency agreement on behalf of HMG. After edits are made to the current agreement, all agencies involved will have a two week period in which to review the edits and suggest changes or initiate further conversation needed prior to approval. Once approval has obtained, the document will be presented to superintendents and agency directors for signatures. A copy of the interagency agreement will be sent to each program's early childhood contact, district superintendent, or program director along with a copy of the meeting attendance list, and a letter

Summit County Interagency Agreement

	meeting attendance list, and a letter confirming participation in the annual review process.	confirming participation in the annual review process.
--	--	--

Note: Please see *Addendum A* regarding county wide procedures for supporting Transition Planning Conference activities.

New Document

***Addendum A:
Supporting
the
Transition Planning Conference

Guidance for Summit County Programs***

An addendum to the Summit County Interagency Agreement

In an effort to support the effectiveness of the transition planning conference for children and families as well as support compliance for all parties involved, guidance has been developed that will apply to the activities that take place in Summit County. The guidance will supplement the information in the current Summit County Interagency Agreement. It is an expectation that individuals and agencies supporting the activities prior, during, or after the transition planning conference will consider the guidance in the application of this activity. The information below is organized into guidance for Help Me Grow (HMG), which will apply to both service coordinators and early intervention specialist, and for representatives of the local education agency (LEA). The guidance will apply for situations in which a family that has a child turning three and has opted for LEA involvement during the transition process. The transition planning conference is scheduled by HMG representatives and an identified contact at the LEA is notified as soon as possible. The transition planning conference can be held 9 months to 90 days prior to a child's third birthday.

Prior to the Transition Planning Conference

Guidance for Help Me Grow

- One of the responsibilities of service coordinator/early intervention specialist, is to begin to talk with families about options for their children when they turn three (AGE3C2B, 2009). Below are considerations to keep in mind as these discussions take place.
 - Service coordinator/early intervention specialist should share information with the family about the overall district and early childhood programs operated using the documentation provided by the LEA
 - Information should be shared with the family about what options are available for the child if he/she does and does not qualify for services.
- It is important to make sure that a presentation of options available for a child does not lead to predetermined services. Under the Operating Standards for Ohio Educational Agencies (2008) serving children with disabilities decisions about where a child will receive services is an IEP team decision. It is inappropriate to determine services prior to the development of the IEP. The intention of the conversations that takes place with families prior to the transition planning conference is to make sure that families can be an informed participant when the time comes to having the conversation with the LEA if a child is eligible for services in preschool
- Conversations should occur with the family regarding the purpose of the transition planning conference
- If the family is interested in bring an outside agency* to the transition planning conference, the family should be encouraged to first meet with the LEA to understand what the transition process will entail for the family and if the district will move forward with the evaluation procedures. If the LEA determines there is enough information to suspect a disability and will proceed with the evaluation process, families may want to share their interest in looking at a certain option for their child if he/she should be found eligible. However, it is important to remind the family that no decisions will be made about the location of services until the IEP meeting.
- If you are aware that a family is interested in considering an outside agency, please share this information as a courtesy to the LEA prior to the transition planning conference so they are aware and can be prepared to address this with the family
- Service coordinator/early intervention specialist should talk with families about the idea of least restrictive environments (LRE). Families should receive copies of the *Understanding Least Restrictive Environment* brochure and *Tips for Parents of Preschool Children with Disabilities LRE* card to clarify this term
- Ensure LEAs are aware if there are hesitations or concerns from the family regarding the transition process or possible evaluation activities so they can be prepared to work with the family in these areas

*An outside agency is defined as a public or private setting that offers programming to children in a specific disability category or can be considered as a location to provide services if a child qualifies

- If a child is enrolled in Early Head Start, HMG must invite the Special Needs Coordinator or other representatives from Head Start to attend the Transition Planning Conference. If the Head Start representative is unable to attend the Transition Planning Conference, the meeting will be held as planned.

Guidance for Local Education Agency

- Make sure that you have provided a brochure or one page handout to HMG that assist the service coordinator/early intervention specialist with information to share with the family as a way to introduce them to the district
- Identify who will represent the district at the meeting as the LEA's participation is required. If there is a scheduling conflict that cannot be adjusted, contact the service coordinator to see what options maybe available to change the date of the meeting. HMG is not obligated to change the meeting date if there is a conflict on the part of the LEA.
- Contact the service coordinator/early intervention specialist with any questions you may have about the child or family

During the Transition Planning Conference

Guidance for Help Me Grow

- Prior to the start of the meeting when everyone is in attendance, introduce the family to the LEA representatives.
- Provide name tags for everyone in attendance
- IFSP reviewed –activities, timelines, who is responsible, (tours, contacts, dates, meetings, if transition portion is needed)
- Review the IFSP goal that is created to support transition activities with both the LEA and the family to ensure it has capture accurate information to reflect the next steps for the family.
- If the LEA determines there is enough information to suspect a disability and moves forward with the evaluation process, service coordinator/early intervention specialist should never connect a family with an outside agency as this is not a responsibility of supporting the family as an informed participant in a discussion
- HMG will record the date of the meeting as the transition planning conference
- Bring a copy of the release form to the transition planning conference to inform both the family and the LEA about the exchange of information and notification of dates with the HMG representatives. Review that the form must be signed by the family if they are interested in HMG's participation in the evaluation process and IEP meeting.

Guidance for LEAs

- Talk with the family about how you have reviewed information shared by HMG regarding their child
- Prepare at least 1-2 questions to ask the family regarding their child. Benefits of asking questions to the family includes:
 - Family values the interest taken in their child
 - Helps the family understand the role they have in the transition and evaluation process
 - Helps to establish a relationship from the start with the family
- If a child is suspected of having a disability, walk the family through the timelines document created for Summit County.
- Insert what information is known about the transition and evaluation activities to that family is aware. Make sure that the service coordinator/early intervention specialist have a copy so they can answer questions from the family and support the activities after the conference meeting.
- Revisit information shared with family about LRE and when decisions will be made about the location of services if their child should be found eligible for services
- Since the transition planning conference is the date of referral, the LEA either has 30 days to have the family sign PR05 Permission for Evaluation or a PR01 must be issued at the meeting

requesting additional time prior starting the evaluation process to collect and review additional information about the child

- LEA should document the date, location, and who was present that the transition planning conference using the form created for Summit County. The document should be kept in the child's file.

After the Transition Planning Conference

Guidance for HMG

- If the family will need assistance with transportation, work with submit a CAB request to see if HMG can assist with the family in attending evaluation activities.
- If requested by the family, representatives from HMG should be notified of the IEP meeting.

Guidance for LEAs

- If transportation to evaluation activities will be a challenge for families, provide HMG with dates so they can assist with in securing assistance with the family.
- District should follow up with HMG after the IEP meeting if HMG is not present when the document is developed. HMG is responsible for reporting where a child transitioned to after they exit HMG. Use the document created for Summit County to communicate this information to the child's service coordinator.

Summit County Transition IEP Outcome Report

Date: ____/____/____

Child's Last Name _____ M.I. _____ First Name _____

LEA: _____

School District: _____

Service Coordinator: _____

HMG Agency (Circle One) Children's Hospital Child Guidance Community Health Ctr.

Child's Third Birthday ____/____/____

Transition Planning Conference Meeting Date: ____/____/____

IEP Meeting Date: ____/____/____

Exit Destination (please check one):

- ☐ Home
- ☐ No Destination Identified

Reason: _____

- ☐ Public Preschool without IEP

Preschool Name: _____

- ☐ Child Care Center

Child Care Center Name: _____

- ☐ Head Start without IEP

Head Start Location: _____

- ☐ Private Preschool

Preschool Name: _____

- ☐ County Bd. of DD w/o IEP
- ☐ Family Care Center

Family Care Center Location: _____

**Preschool Transition Conference (PSTC)
Optional Form**

Child's Name	
Child's Date of Birth	
District	
Date of Transition Conference	
Location of Transition Conference	

The result of the conference is:

- ☐ Referral (Attach PR04)
- ☐ Parent Consent (Attach PR05)
- ☐ PR-01- No suspected disability (Attach PR01)
- ☐ PR-01- Delay date for evaluation (Attach PR01)

Signatures documents (for audit purposes) that the district representative attended the Preschool Transition Conference.

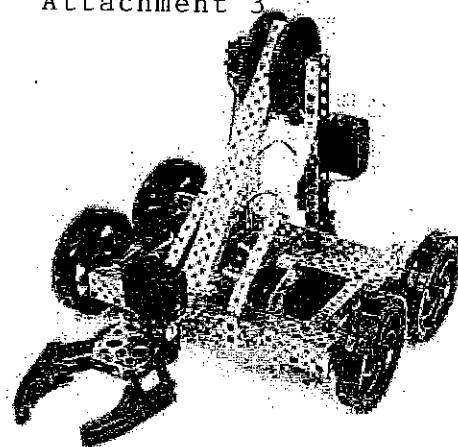
	Print Name	Signature	Date
District Representative			
HMG Service Coordinator			
Parent			

Other Attendees:

New Document

VEX Robotics Class Overview

VEX Education is dedicated to providing engaging and fun student experiences that enable individuals to reach their full potential while they develop the knowledge and skills vital to success in the 21st Century. Given today's global challenges compared to the rest of recorded history, there has never been an age with a greater need for new scientists, engineers and problem solving leaders. Recent breakthroughs in chemistry, medicine and physics have revealed a new set of challenges and created even greater opportunity for problem solving through technology. This underscores a dramatic challenge: there are not enough students choosing related paths to meet that global demand.



Recognizing this dilemma, scores of governments and organizations are turning toward programs that integrate science, technology, engineering and mathematics (STEM) as a means to meaningfully engage and develop the next generation. VEX Education exists to help schools focus on practical, affordable and accessible ways of delivering dynamic hands-on STEM educational experiences to as many students as possible. Mixing the excitement and motivation associated with competition and real-world applications of mathematics and science concepts through the use of the engineering design process, we focus on addressing current educational and societal needs on many levels.

The study of robotics, by its very nature, captures all four legs of STEM very well while a competitive environment increases motivation and desire to succeed, thus creating classroom environments where both knowledge and skill development can flourish without having to compromise one for the other. VEX Education continues to be a world-leader in classroom robotics applications and stands poised to help schools meet the growing global demands of the 21st Century.

The VEX Robotics Design System offers students an exciting platform for learning about areas rich with career opportunities spanning science, technology, engineering and math (STEM). These are just a few of the many fields students can explore by creating with VEX Robotics technology. Beyond science and engineering principles, a VEX Robotics project encourages teamwork, leadership and problem solving among groups. It also allows educators to easily customize projects to meet the level of students' abilities. This curriculum leverages the "coolness" of robotics, and the excitement of head to head competition to inspire and engage students.

Students will walk through the design and build a mobile robot to play a sport-like game. During this process they will learn key STEM principles, and robotics concepts. At the culmination of this class, they will compete head-to-head against their peers in the classroom, or on the world stage in the VEX Robotics Competition, the largest and fastest growing international robotics competition for middle and high school students.

This modular and project-based curriculum teaches the design process in an engaging, hands-on manner to help teachers challenge, motivate, and inspire their students. By moving students through an actual engineering project, students quickly understand the relevance of what they are learning.

The curriculum is created to ensure that students with varying learning styles and levels can accomplish the lesson goals. No prior robotics experience is required; beginners are able to advance sequentially through the units to gradually increase their knowledge and skill level.

Units of Instruction

• Unit 1: Introduction to Engineering

- 1.1: Introduction
- 1.2: Engineering/Design Teams
- 1.3: What is the Engineering Design Process?
- 1.4: Design Documentation
- 1.5: Design Challenge

- 1.6: Engineering Notebook
- Unit 2: Introduction to Robotics
 - 2.1: What is Robotics?
 - 2.2: VEX Robotics Design System
 - 2.3: Building the VEX Clawbot
 - 2.4: Engineering Notebook
- Unit 3: Introduction to VEXnet

- [3.1: VEX ARM® Cortex®-based Microcontroller](#)
- [3.2: VEXnet Joystick](#)
- [3.3: VEXnet Wireless Link](#)
- [3.4: Wiring and Configuring a VEX Robot](#)
- [3.5: The Can Cleanup Challenge](#)
- [3.6: Engineering Notebook](#)
- **Unit 4: Introduction to Autodesk Inventor**
 - [4.1: Introduction](#)
 - [4.2: Basic Inventor Command Overview](#)
 - [4.3: Building the Clawbot](#)
 - [4.4: Engineering Notebook](#)
- **Unit 5: THE GAME!**
 - [5.1: Introduction](#)
 - [5.2: Strategic Design](#)
 - [5.3: Defining Objectives](#)
 - [5.4: Analyzing the Game](#)
 - [5.5: Cost Benefit Analysis](#)
 - [5.6: Prioritization of Tasks](#)
 - [5.7: Engineering Notebook](#)
- **Unit 6: Object Manipulation**
 - [6.1: Introduction](#)
 - [6.2: Manipulators](#)
 - [6.3: Accumulators](#)
 - [6.4: Design Considerations](#)
 - [6.5: Modeling an Object Manipulator](#)
 - [6.6: Design Activity: Create an Object Manipulator](#)
 - [6.7: Engineering Notebook](#)
- **Unit 7: Speed, Power, Torque & DC Motors**
 - [7.1: Introduction](#)
 - [7.2: Classical Mechanics](#)
 - [7.3: DC Motors](#)
 - [7.4: Arm Design](#)
 - [7.5: Simulate and Size a DC Motor](#)
 - [7.6: Formulas](#)
 - [7.7: Engineering Notebook](#)
- **Unit 8: Mechanical Power Transmission**
 - [8.1: Introduction](#)
 - [8.2: Power Transmission](#)
 - [8.3: Gear Teeth & Pitch](#)
 - [8.4: Gear Ratios](#)
 - [8.5: Motion Reversal & Idler Gears](#)
 - [8.6: Compound Gear Reduction](#)
 - [8.7: Other Types of Reductions](#)
 - [8.8: Applying Gear Ratios to DC Motor Systems](#)
 - [8.9: Arm Design](#)
 - [8.10: Modeling an Articulating Scoop](#)
 - [8.11: Formulas](#)
 - [8.12: Engineering Notebook](#)
- **Unit 9: Drivetrain Design**
 - [9.1: Introduction](#)
 - [9.2: Friction and Traction](#)
 - [9.3: Drivetrain Terminology](#)
 - [9.4: Drivetrain Geometry and Turning](#)
 - [9.5: Gear Train Design](#)
 - [9.6: Design Activity](#)
 - [9.7: Engineering Notebook](#)
- **Unit 10: Lifting Mechanisms**
 - [10.1: Introduction](#)
 - [10.2: Degrees of Freedom](#)
 - [10.3: Rotating Joints](#)
 - [10.4: Elevators](#)
 - [10.5: Linkages](#)
 - [10.6: Design of Lifting Mechanisms](#)
 - [10.7: Passive Assistance](#)
 - [10.8: Design Activity](#)
 - [10.9: Engineering Notebook](#)
- **Unit 11: Systems Integration**
 - [11.1: Introduction](#)
 - [11.2: Systems Integration](#)
 - [11.3: Design Activity - Finish Competition Robot](#)
 - [11.4: Engineering Notebook](#)
- **Unit 12: Testing and the Iteration Process**
 - [12.1: Introduction](#)
 - [12.2: Testing and Iteration](#)
 - [12.3: Competition](#)
 - [12.4: Analysis and Reflection](#)
 - [12.5: Engineering Notebook](#)
- **Unit 13: Design your Own Part [optional]**
 - [13.1 Introduction](#)
 - [13.2: Basic Inventor Modeling Skills Overview](#)
 - [13.2: Designing a Battery Clip](#)
 - [13.3: Engineering Notebook](#)