

REVERE LOCAL SCHOOL DISTRICT
Summit County, Ohio

March 31, 2014

Executive Session of the Board IF NEEDED* 5:30 – 6:30 p.m.

EXECUTIVE SESSION

A. Personnel: To consider the evaluation, employment or compensation of public employees.

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

Revere High School Library

* Please call 330-523-3104 after 1:00 p.m. on Monday, March 31st, to see if Executive Session will be needed.

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. PRESENTATIONS

RHS – The Sludge Project / Dave Parry and students

RHS – Ohio Governor's Youth Art Exhibition / Paulette Colantone, Bob Pierson and students

V. PUBLIC SPEAKS TO AGENDA ITEMS

VI. BUILDING PRINCIPALS' REPORTS

VII. BOARD OF EDUCATION

A. Agreement - Superintendent

It is recommended that the Board of Education approve the Memorandum of Understanding between the Board and Randy S. Boroff and a Superintendent Employment Contract Amendment as detailed in **Attachment B-1 and Attachment B-2**.

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

B. Job Description – Treasurer - Chief Financial Officer / Chief Operations Officer

It is recommended that the Board of Education approve the job description for Treasurer – **C.F.O./C.O.O.** as detailed in **Attachment B-3**.

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

C. Employment Agreement – Treasurer / C.F.O.-C.O.O.

It is recommended that the Board of Education approve Dave Forrest as the Treasurer – **C.F.O./C.O.O.** with duties as outlined in the job description noted above and with additional details as noted in **Attachment B-4**.

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

D. Compensation – Treasurer / C.F.O.- C.O.O.

Be it resolved that the administrative duties of the Chief Financial Officer (Treasurer) shall be combined with the duties of the Coordinator of Business Services, and whereas this consolidation will result in an annual financial savings to the District, provide operational efficiencies and simultaneously enable the expansion of the building maintenance staff, be it further resolved that effective March 31, 2014 the annual salary for the above position shall be \$118,232.50.

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

VIII. TREASURER'S REPORT, Mr. David Forrest

A. Approval of Minutes

The Treasurer recommends approval of the minutes of the Special Meeting held February 11, 2014 and the Regular Meeting held February 20, 2014. 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 February 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. Purchase Order(s)

The Treasurer recommends that the Board of Education authorize and certify payment of the purchase order(s) 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
0142302	1/19/14	Cuyahoga Landmark	\$23,474.96	Transportation
0142085	12/2/13	Neo Admn	\$4,101.00	Central Office
0142651	2/24/14	Ohio Department of Education	\$4,000.00	Food Services
0142109	12/4/13	Rythercamera.com	\$7,785.00	Revere High School

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

E. Landscaping Contract

The Treasurer recommends that the Board of Education approve a one-year contract with Nason Landscaping, Inc. to maintain all designated grass, shrubbery beds, trees and woody ornamentals at all Revere District buildings based upon the bidding process below:

Company	Bid
Nason Landscaping, Inc.	\$29,209.00
Suncrest Gardens	\$32,720.00
Smith Brothers/RB Stout	No Bid Received

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

F. Agreement – Borgman Athletics

The Treasurer recommends that the Board of Education approve the five-year agreement with Borgman Athletics to provide preventative maintenance and safety inspections on bleachers, overhead athletic equipment and weight room equipment as detailed in Attachment T-4.

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

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

Personnel – Certificated/Licensed

A. Resignation for Retirement – Certificated/Licensed Personnel

It is recommended that the Board of Education approve the following resignations for retirement:

Bob Buchanan / RHS Math	Effective at the end of the 2013/2014 contract year
Bob Carlyon / BES Music	Effective the end of the 2013/2014 contract year
Martha Jenkins / Kindergarten HES	Effective at the end of the 2013/2014 contract year
Sherri McLean / Kindergarten 50% HES	Effective at the end of the 2013/2014 contract year
Linda Weigand / School Counselor RHS	Effective at the end of the 2013/2014 contract year

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

B. Administrative Contracts – Certificated Personnel

It is recommended that the Board of Education approve the following contracts for a two-year period as noted with compensation to be determined:

John Evans / Assistant Principal RHS / 8-1-14 through 7-31-16
Dan Fry / Principal BES / 8-1-14 through 7-31-16
Beth Harrington / Assistant Principal HES / 8-1-14 through 7-31-16
Chris Kovach / Director of Student Services / 8-1-14 through 7-31-16
Katie Kowza / Principal HES / 8-1-14 through 7-31-16

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

C. Long Term Substitute

It is recommended that the Board of Education approve Amanda Aramouni as the long term substitute for Ginny Habig's (Grade 1/HES) LOA for an estimated 6-weeks beginning on or about April 18, 2014

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

D. Leave of Absence and Long Term Substitute

It is recommended that the Board of Education approve an absence for Sandy Kahoe per provisions of the current REA negotiated agreement, effective on or about 4/2/14 through on or about 4/25/14. It is further recommended that the Board of Education approve Julie Brown as the long term substitute for the absence.

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

E. Salary Increase – Additional Education

It is recommended that the Board of Education approve the following salary increase, prorated to the start of the second semester, per provisions of the current REA negotiated agreement:

Darren LeBeau / Music & Band RMS-RHS MA+30, Step 20 \$83,626

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

F. Certificated Personnel – Leave of Absence (LOA)

It is recommended that the Board of Education approve a LOA for Denise Sheffield (Grd 3/HES) to begin on or about February 23, 2104 per provisions of the current negotiated agreement. End date unknown at this time.

It is further recommended that the Board of Education approve Lori Hutchins as the long term sub for the above LOA.

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

Personnel – Classified

A. Administrative Contract – Classified Personnel

It is recommended that the Board of Education approve the following contracts for a two-year period as noted with compensation to be determined:

Georgianne Jackson / Assistant Treasurer / 8-1-14 through 7-31-16

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

B. Classified Personnel – New Hire

It is recommended that the Board of Education approve Michael Critchfield as the District Facilities Maintenance Supervisor for a 27 month period effective 5/1/14 through 7/31/16. Compensation for the period 5/1/14- 7/31/14 will be \$222.66 per diem (a proration of a \$57,000 annual salary). Compensation for the initial full contract year of 8/1/14 – 7/31/15 will be \$57,000.00.

In addition it is recommended that the Board of Education approve up to 6 (six) days in April 2014 for a transition to the position with compensation at \$222.66 per day.

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

C. Classified Employee – Resignation for Retirement

It is recommended that the Board of Education approve the following resignations for retirement:

Rosemary LeVoyer (Secretary to the Director of Student Services) effective July 1, 2014

Maxine Roten (Secretary to the Guidance Department RHS) effective June 30, 2014

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

D. Classified Substitute – 2013/2014 School Year

It is recommended that the Board of Education approve the following classified substitute to be used on an as needed basis during the 2013 – 2014 school year with compensation per the appropriate negotiated agreement:

Jennifer Greulich Substitute Secretary and Substitute Library Aide Effective on or after 3/1/14

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

Student Services

A. Home Instructor – 2013/2014 School Year

It is recommended that the Board of Education approve Erin Bethea, Spanish Teacher/RHS, as a Home Instructor for the 2013-2014 school year to be used on an as needed basis effective on or after March 19, 2014 at the approved tutor rate of 26.75 per hour. Mrs. Appel _____ Mrs. Hower _____ Mr. Kelley _____ Mrs. Sabitsch _____ Mr. Seifert _____

Other Business

A. NEOLA Revised Policies – Second Reading and Adoption

It is recommended that the Board of Education approve and adopt, as a second reading, the revised policies as noted:

1220 / Administration / Employment of the Superintendent / 4 pages	Attachment 1
1520 / Administration / Employment of Administrators / 5 pages	Attachment 2
2271 / Program / Postsecondary Enrollment Programs / 2 pages	Attachment 3
2430 / Program / District-Sponsored Clubs and Activities / 5 pages	Attachment 4
2431 / Program / Interscholastic Athletics / 7 pages	Attachment 5
2623.02 / Program / Third Grade Reading Guarantee / 10 pages	Attachment 6
3120 / Professional Staff / Employment of Professional Staff / 4 pages	Attachment 7
~~3220 / Professional Staff / Standards-Based Teacher Evaluation / 15 pages~~	~~Attachment 8~~ HOLD
5111 / Students / Eligibility of Resident/Nonresident Students / 11 pages	Attachment 9
5340 / Students / Student Accidents / 2 pages	Attachment 10
5513 / Students / Care of School Property / 1 page	Attachment 11
5517.01 / Students / Bullying and Other Forms of Aggressive Behavior / 8 pages	Attachment 12
8405 / Operations / Environmental Health and Safety Issues / 5 pages	Attachment 13
9160 / Relations / Public Attendance at School Events / 3 pages	Attachment 14
9270 / Relations / Equivalent Education Outside the Schools (Home Schooling) / 4 pages	Attachment 15
9700 / Relations / Relations with Special Interest Groups / 9 pages	Attachment 16

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

B. Overnight Trip

It is recommended that the Board of Education approve an overnight trip to Columbus, Ohio April 25, 2014 through April 26, 2014 for the Science Olympiad State level competition for both RMS and RHS teams.

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 on April 8, 2014 at 5:30 p.m. in the Administration Building.
- B. There will be a Regular Meeting April 15, 2014 at 6:30 p.m. in the Library at RHS.

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.

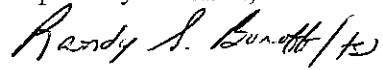
At the proper time during the meeting, participants must be recognized by the presiding officer and must preface their comments by an announcement of their name, their address and group affiliation, if any, prior to addressing the group

XV. EXECUTIVE SESSION

- A.** Personnel: To consider the employment or compensation of public employees.

XVI. ADJOURNMENT

Respectfully Submitted,

A handwritten signature in cursive script that reads "Randy S. Boroff" followed by a stylized flourish or initials.

Randy S. Boroff
Superintendent

New Document

**Board of Education
Revere Local School District
Bath, Ohio**

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into this ____ day of January, 2014, by and between the **Board of Education of the Revere Local School District** (hereinafter referred to as the "Board") and **Randy S. Boroff** (hereinafter referred to as the "Superintendent").

The Board and the Superintendent are parties to an employment contract that expires on July 31, 2015 and is amended contemporaneous with the execution of this MOU. It is the intent of the parties to have the terms and conditions of that amended contract continue in full force and effect and for this MOU to address the actions of the State Teachers Retirement System ("STRS") which the parties did not reasonably expect when the original employment contract was entered.

STRS advised the Board and the Superintendent that \$12,000.00 of the stated annual compensation in his employment contract did not qualify as compensation under the definitions applicable to STRS and as such the contributions attributable to the disqualified amount of the employee share was refunded on August 29, 2013. The disqualified amount for the Board share shall be credited/refunded in the first quarter of calendar year 2014 to the Board. Additionally, since that refund the parties have not made STRS contributions attributable to the disqualified amount.

The parties agree that it was their collective intent to provide the Superintendent with a retirement interest in all of the stated compensation in the employment contract. The parties further agree that in order to achieve that intent the following shall occur:

1. The Board shall tender to STRS on behalf of the Superintendent an amount equal to the entire refunded contributions (employer and employee) previously referred to for the purpose of purchasing service credit for the benefit of the Superintendent in accordance with the purchase of service credit procedures in force with STRS.
2. The Board, through its Treasurer, shall calculate the amount of STRS employer and employee contributions that would have been sent to STRS but for the previously mentioned disqualification of some of the stated compensation from the date said contributions ceased through January 31, 2014.
3. The Board shall also tender to STRS on behalf of the Superintendent an amount equal to the calculated contributions referred to in paragraph 2 of this MOU for the purpose of purchasing service credit for the benefit of the Superintendent in accordance with the purchase of service credit procedures in force with STRS.

4. The Superintendent acknowledges this alternative means of providing the anticipated retirement benefit and accepts the method as stated in this MOU. Further, the Superintendent agrees that this MOU shall serve as a full and complete release of any and all claims he has or may have against the Board, its officers, agents, members and employees as they may relate to the contributions payable to STRS by the Board up to the time of this MOU under the employment contract between the Board and the Superintendent.

RANDY S. BOROFF, Superintendent
Revere Local School District

Date: _____

CLAUDIA HOWER, President
Revere Local School District
Board of Education

Date: _____

DAVID FORREST, Treasurer
Revere Local School District

Date: _____

New Document

**Board of Education
Revere Local School District
Bath, Ohio**

SUPERINTENDENT EMPLOYMENT CONTRACT AMENDMENT

This Agreement is entered into this ____ day of February, 2014, by and between the **Board of Education of the Revere Local School District** (hereinafter referred to as the "Board") and **Randy S. Boroff** (hereinafter referred to as the "Superintendent").

The Board and the Superintendent are parties to an employment contract that expires on July 31, 2015 and it is the intent of the parties to have the terms and conditions of that contract continue in full force and effect except to the extent that such term or condition is in conflict with the specific terms of this amendment.

The Board and the Superintendent mutually agree to amend the current employment contract of the Superintendent as follows:

1. Section 4 of the employment contract is modified to read:

Section 4: Compensation

A. Effective February 1, 2014 and in consideration of the faithful execution and performance by Randy S. Boroff of the duties of the Office of Superintendent and all agreements herein and for the term of this contract, the Board shall pay an annualized salary of One Hundred Twenty-nine Nine Hundred Sixty-nine and 34/100 Dollars (\$129,969.34) as authorized by the Board of Education.

B. A merit raise is established in an amount to be determined by the Board for the 2014-2015 school year of this Agreement based upon the results of a comprehensive evaluation of the Superintendent's performance by the Board.

C. The Superintendent's annual salary shall be paid in equal installments in accordance with the policy of the Board. The Board hereby retains the right to increase the annual salary of the Superintendent during the term of this contract, but the salary shall not be reduced except as provided by law. The Board further agrees to review the Superintendent's compensation in July of each year and annually thereafter as referenced in the preceding paragraph. If an adjustment in salary is made during the term of this contract, all other provisions of this contract, including its termination date, shall remain as stated herein. Vacation days and holidays shall not be included when calculating the per diem rate of pay.

2. Section 5 of the employment contract is modified to read:

Section 5: Other Compensation and Benefits

The Superintendent shall be entitled to all additional benefits of employment now and hereinafter granted to the administrative staff in the Revere Local School District including tuition reimbursement and:

A. Term Life Insurance

Term life insurance equal to two times the current year's base salary at no cost to the employee payable to the employee's stated beneficiary, for the duration of this contract.

B. STRS Pick-Up

STRS retirement contribution pick-up with the Board contributing, the then current amount (%) stipulated by STRS, the full amount of the required employee contribution plus STRS retirement on the pick-up in addition to the stated salary.

C. Annuity

The Superintendent's compensation shall be increased \$22,000.00 per contract year effective February 1, 2014 (from February 1, 2014 through July 31, 2014 the increased amount shall be prorated) for the purpose of providing to the Superintendent, at his sole discretion, the opportunity to purchase an annuity, IRA, saving bonds or any type of investment for retirement purposes as determined by the Superintendent. This amount shall be considered as compensation and reported as such to State Teachers Retirement System (STRS).

D. Mileage Allowance, Technology and Communication

The Superintendent specifically waives any entitlement he may have during the term of this agreement to the Mileage Allowance benefit received by other administrative employees of the Board and to any Technology and Communication allowances that other administrative employees of the Board may receive.

E. Severance Benefits

Upon retirement, as defined by the Ohio Revised Code, the Superintendent shall be entitled to be paid a sum equal to one-fourth (1/4) of his total accumulated and unused sick leave at the time of his retirement, up to a maximum of Sixty-two (62) days or the maximum number of days outlined in the most current REA Master Contract or Board policy for administrators, whichever is greater. Severance pay benefits shall be based upon the employee's daily rate of pay at the time of retirement. "Retirement" shall be defined to mean eligibility for and application to the State Teachers Retirement System (STRS) for retirement benefits.

Severance pay benefits for a Superintendent eligible for benefits under this section who dies while on active status or on approved leave of absence shall be paid to the member's life insurance beneficiary. The individual shall have up to one (1) year following separation from service with the District to apply for and qualify to receive severance pay. No STRS deductions shall be withheld from the severance pay; and the acceptance of the severance pay shall eliminate all sick leave pay credit accrued by the individual up to that time, and such credit may not be transferred to any other institution.

F. Vacation

The Superintendent shall be granted a vacation of twenty (20) days per year (August through July) during the length of this contract, exclusive of legal holidays. During any vacation periods, he shall be reasonably available for consultation as required by an emergency or unusual circumstance. Board approval is required for more than ten (10) consecutive vacation days. Permission is extended to enable carry-over of up to twenty (20) days of vacation into the next ensuing year. Annually, up to ten (10) vacation days may be converted to cash payment by written request on or before the end of August of each year.

G. Health Insurance

The Board shall provide the Superintendent with the same benefits as provided by the Board for its certificated administrative employees. Such benefits shall include hospitalization/major medical insurance, dental insurance, and prescription drug insurance. The Board shall provide the Superintendent with a \$3,000 annual annuity payment into the annuity of the Superintendent's choice, for this payment the Superintendent waives any right or entitlement that she may have to receive health, dental, prescription, or any other health related insurance benefits with the exception of life insurance. If during the term of this agreement the Superintendent gives the Board written notice that she wishes to receive hospitalization and major medical coverage, the Board and Superintendent agree that the annuity benefit referred to in this paragraph shall be cancelled on the effective date of coverage. In addition, if during the term of this agreement the Superintendent gives the Board written notice that she wishes to receive prescription and or dental coverage, the Board and the Superintendent agree that the annual annuity benefit referred to in this paragraph shall be reduced by \$1,000 for dental coverage and \$1,000 for prescription coverage starting with the effective date of coverage. For the payment of this annuity and any future recalculations, the amount paid shall be calculated by taking the eligible annual amount due, based on the most recent benefit election, and that figure shall be divided by 24 installments

and then paid twice per month through regular payroll. If hospitalization, prescription, and dental benefits are elected, the Superintendent shall bear the costs as established for administrators in the REA contract.

H. Leaves of Absence

The Superintendent shall be entitled to the same leave rights as other administrative employees for the Revere Local District. Sick leave shall be accumulated at the rate of one and one-fourth (1 ¼) days per month to a total not to exceed that provided by Board policy for other administrative employees in the district. The use and transfer of sick leave shall be in accordance with the provisions of Ohio Revised Code.

I. Medicare

The Board shall pay the cost of the employee's share of the Medicare premium.

3. The Board and the Superintendent acknowledge that certain amounts of contributions to the State Teachers Retirement System ("STRS") have been refunded to the Board by STRS due the STRS interpretation that the contributions were not for recognizable compensation. Additionally, the parties acknowledge that since that refund no additional contributions were made on the amounts in question. The Board and the Superintendent mutually agree that the amount refunded by STRS and the amount of STRS contributions that would have been made to STRS under the terms of the employment contract shall be used to reimburse the Superintendent (up to the aggregate amount involved) for costs associated with the Superintendent's purchase of additional years of service in STRS.

RANDY S. BOROFF, Superintendent
Revere Local School District

Date: _____

CLAUDIA HOWER, President
Revere Local School District
Board of Education

Date: _____

DAVID FORREST, Treasurer
Revere Local School District

Date: _____

New Document

REVERE LOCAL SCHOOL DISTRICT JOB DESCRIPTION

Job Title: Chief Financial Officer (Treasurer) & Chief Operations Officer

Reports Directly to: The Board of Education

General Description

Serves as Chief Fiscal Officer and Chief Operations Officer for the District and overseeing District wide operations including facilities, transportation, food service and technology. Directly supports the primary goal of education by providing the best possible educational services within the financial resources available. Provides oversight and direction on the broad range of business affairs required of a public school system with a strong focus on those issues which have an economic impact or risk management consequences. Functions as secretary at Board meetings. Works effectively with the Board of Education and Superintendent, serving as a key member of the District's administrative team. Facilitates strong community relations. Represents the district with appropriate organizations. Functions as a proper model for staff and students both in and outside of the School District.

Management Style and Philosophy

Must continually work to identify methods of improving service to pupils, staff and community. Seeks to work effectively with all administrators, with a specific emphasis in relationship to the Superintendent, on a regular, consultative and interactive basis. Practices a team based management style to insure that key decisions and non-routine matters impacting fiscal matters, business operations and instruction are thoroughly explored and actions are soundly based. Coordinates with the appropriate Administrative team member on those functions not directly under the supervision of the Treasurer. Requires the ability to think independently yet the willingness to be open to change in the face of new information.

Major Areas of Responsibility

- A. Coordinate District finances with Federal, State, County and other fiscal agency officials.
- B. Foster an environment wherein the fiscal effectiveness of the District is continually evaluated and challenged in order to identify new strategies for maximizing resources. This includes but is not limited to programs, staffing, purchased services, business operations and facilities.
- C. Work with the Superintendent and other Central Office Administrators in establishing and maintaining long-range fiscal strategies and building plans. Includes preparation of annual appropriations and budgets based upon available resources and tied to specific goals.
- D. Insure that all District operations and records comply with the laws and regulations of the State, the negotiated agreements and policies of the Board.
- E. Maintain accurate records of all moneys and financial transactions, manage accounting systems, oversee payables, oversee payroll processing, direct internal controls, provide fiscal certificates, coordinate financial data processing systems, and prepare management reports in support of ongoing day to day operations
- F. Manage all facilities, including maintenance and construction
- G. Supervise Food Service, Facilities, Transportation and Technology and direct to the Superintendent as appropriate those matters directly impacting parents or students i.e student discipline or route issues.

- H. Provide Classified staff leadership. Develop action plans. Help resolve problems. Maintain open and effective communications with staff, parents, and the community.
 - a. Express high expectations and monitor staff performance.
 - b. Collaborate with supervisors to improve staff competencies.
 - c. Support opportunities for staff to develop new skills.
 - d. Advise on certified staff needs and assignments.
- I. Assist in all State, Federal and local grant management.
- J. Address administrative issues and acts, in the absence of the Superintendent, as the Chief Executive Officer for the Revere LSD.
- K. Seek out opportunities for self-development that would result in improved personal capabilities and supervisory methods that would enhance fiscal management skills.
- L. Demonstrate strong oral, written, and interpersonal skills in order to interpret the budget and fiscal operations to all interested parties including the community, media, and staff.
- M. Inventory control relating to fixed assets, consumables, and real estate.
- N. Administer service contracts, monitors the performance of outside contractors, manages purchased services & supply distribution in coordination with the Director of Business Affairs and other Administrators as is applicable.
- O. From a risk management perspective evaluates District safety programs by working in cooperation with other district administrators.
- P. Discharge all duties in conformity with the philosophy and policies adopted by the Local Board, the rules of the State Board of Education and the provisions of law.
- Q. Observe all business functions of the District on a regular basis to be familiar with existing practices, challenges, and future needs of the school system.
- R. Negotiate insurance contracts, administer claims and oversee related aspects of risk management for medical insurance, liability insurance, property/fleet insurance, and workers compensation.
- S. Perform all other duties as directed by the Board of Education from time to time and as necessary for the successful operation of the district related to fiscal control and business affairs.
- T. Act as general accountant of the Board and preserve all accounts, vouchers, and contracts relating to the district.
- U. Serve as an integral part of the Board's negotiating and labor management team for classified and certified staff.

Duties Required by Law

In order to fully perform the duties of this position, specifically those of Treasurer, the incumbent shall have knowledge of, carry-out and comply with those laws and sections of the Ohio Revised Code applicable to the position of School Treasurer, including licensure requirements.

Evaluation

The local Board of Education shall evaluate this position annually in accordance with the provisions of the Board's policy on Evaluation of Professional Personnel. Said evaluations shall include performance feedback but emphasize the sharing of information which will help achieve the District's long and short range objectives.

Organizational Chart

The District's Organizational Chart shall be incorporated into this job description as an additional means of describing the duties and responsibilities of this position and the role within the entire organization.

Approved by the Revere LSD Board of Education on _____

New Document

Board of Education
Revere Local School District
Bath, OH

**EMPLOYMENT CONTRACT FOR THE
CHIEF FINANCIAL OFFICER'S (TREASURER)/CHIEF OPERATING OFFICER**

This Employment Contract is entered into this 31st day of March, 2014 by and between the Board of Education of the Revere Local School District (hereinafter referred to as the "Board") and David R. Forrest (hereinafter referred to as "Mr. Forrest" or the "C.F.O./C.O.O.").

Whereas, the Board desires to accept the Mr. Forrest's resignation from his current contract and re-employ him under a new contract consistent with amended House Bill 671 and with changes in responsibility adding the duties of the C.O.O. as now defined in the job description approved by the Board on this date; and

Whereas, the Board desires to provide the C.F.O./C.O.O. with a written employment contract in order to enhance administrative stability and continuity within the schools which the Board believes generally improves the quality of its overall educational program; and

Whereas, the Board and the C.F.O./C.O.O. believe that a written contract is necessary to describe their relationship and to serve as the basis of effective communication between them as they fulfill their governance and administrative functions in the operation of the educational programs of the schools:

Now, therefore, Board and C.F.O./C.O.O., for the consideration herein specified, agree as follows:

Section 1: Term of Contract

The Board, in consideration of the promises, herein contained, hereby re-employs and the C.F.O./C.O.O. hereby accepts re-employment as C.F.O./C.O.O. of Schools with the execution of this contract and commencing on March 31, 2014 and continuing through July 31, 2017.

Section 2: Professional Certification and Responsibilities

The C.F.O./C.O.O. shall maintain and furnish to the Board, evidence of maintaining, throughout the life of this contract, valid credentials to act as Treasurer in accordance with the laws of the State of Ohio.

A. Duties

The C.F.O./C.O.O. shall perform duties specified by the laws of the State of Ohio, the Rules, Regulations and Policies adopted by the Board, and in the attached job description and as they may be amended by the Board from time to time during the term of this contract. Said job description is incorporated herein as if fully rewritten. In addition, the C.F.O./C.O.O. shall direct and assign employees who are directly engaged in the day-to-day fiscal and business operations of the district.

B. Outside Activities

The C.F.O./C.O.O. shall devote his time, attention and energy to the business of the school district.

Section 3: Professional Growth

The Board encourages the continuing professional growth of the C.F.O./C.O.O. through his participation as he might decide in light of his responsibilities as C.F.O./C.O.O., in:

- A. The operations, programs, and activities co-sponsored by local, state and national school administrator and school board associations;
- B. Seminars and courses offered by public or private educational institutions or organizations; and
- C. Informational exchange with other persons whose particular skills or backgrounds would serve to improve the capacity of the C.F.O./C.O.O. to perform his professional responsibilities for the Board.

In its encouragement, the Board shall permit, with prior approval, a reasonable amount of release time for the C.F.O./C.O.O. to attend such matters and compensate for the necessary fees for travel and subsistence expenses during the term of this agreement. Payment of annual membership dues to the Ohio Association of School Business Officials and other professional associations as deemed relevant to the assigned duties shall also be provided, as approved by the Board.

Section 4: Compensation

In consideration of the faithful execution and performance by Mr. Forrest of the duties of the C.F.O./C.O.O. and all agreements herein and for the term of this contract, the Board shall pay an annual salary of as authorized by the Board of Education and commencing on March 31, 2014. . The C.F.O./C.O.O.'s annual salary shall be paid in equal installments in accordance with the policy of the Board. The Board hereby retains the right to increase the annual salary of the C.F.O./C.O.O. during the term of this contract, but the salary shall not be reduced except as provided by law. The Board further agrees to review the C.F.O./C.O.O.'s compensation in July of 2015 and annually thereafter. If an adjustment in salary is made during the term of this contract, all other provisions of this contract, including its termination date, shall remain as stated herein. Vacation days and holidays shall not be included when calculating the per diem rate of pay.

Section 5: Other Compensation and Benefits

The C.F.O./C.O.O. shall be entitled to all additional benefits of employment now and hereinafter granted to the administrative staff in the Revere Local School District including tuition reimbursement and:

A. Term Life Insurance

Term life insurance equal to two times the current years base salary at no cost to the employee payable to the employee's stated beneficiary, for the duration of this contract.

B. Pick-Up

In accordance with Internal Revenue Code Section 414(h)(2), the Board agrees to pick up on pick up and pay the C.F.O./C.O.O.'s required contributions to the School Employees Retirement System ("SERS"). Such pick up shall be a "fringe benefit" pick up of the entire amount of the member contribution which the C.F.O./C.O.O. is required to contribute to SERS, based upon his annual salary and all other compensation of the C.F.O./C.O.O. under ORC 3309.01. In furtherance of the foregoing, the C.F.O./C.O.O. is hereby authorized to pay the amount of the fringe benefit pick-up directly to SERS as a member contribution on behalf of the C.F.O./C.O.O., in lieu of an equal amount of his Contract salary being deducted and paid to SERS as a member contribution; and the C.F.O./C.O.O. shall not have the option of receiving cash in lieu of this fringe benefit. The amount

of the fringe benefit pick-up in this Contract shall also be considered as compensation of the C.F.O./C.O.O. for purposes of ORC 3309.01(B V); and, in accordance with and subject to the foregoing provisions of this Paragraph, the C.F.O./C.O.O. shall pay directly to SERS all employer and member contributions (in lieu of the C.F.O./C.O.O. paying any such employee contributions) required on account of the inclusion of such fringe benefit pick up as additional compensation for such purposes.

C. Severance Benefits

Upon retirement, as defined by the Ohio Revised Code, the C.F.O./C.O.O. shall be entitled to be paid a sum equal to one-fourth (1/4) of his total accumulated and unused sick leave at the time of his retirement, up to a maximum of Sixty (60) days or the maximum number of days outlined in the most current-Board policy for administrators, whichever is greater. Severance pay benefits shall be based upon the employee's daily rate of pay at the time of retirement. "Retirement" shall be defined to mean eligibility for and application to the School Employees Retirement System (SERS) for retirement benefits. Severance pay benefits for a C.F.O./C.O.O. eligible for benefits under this section who dies while on active status or on approved leave of absence shall be paid to the member's life insurance beneficiary. The individual shall have up to one (1) year following separation from service with the District to apply for and receive severance pay. No SERS deductions shall be withheld from the severance pay; and the acceptance of the severance pay shall eliminate all sick leave pay credit accrued by the individual up to that time, and such credit may not be transferred to any other institution.

D. Vacation

The C.F.O./C.O.O. shall be granted a vacation of twenty (20) days per year during the length of this contract, exclusive of legal holidays. During any vacation periods he shall be reasonably available for consultation as required by an emergency or unusual circumstances. Board approval is required for more than ten (10) consecutive vacation days. Permission is extended to enable carry-over of up to twenty (20) days of vacation into the next ensuing year. Annually, up to ten (10) vacation days may be converted to cash payment by written request on or before the end of July of each year.

E. Health Insurance

The Board shall provide the C.F.O./C.O.O. with the same benefits as provided by the Board for its certificated administrative employees. Such benefits shall include hospitalization/major medical insurance, dental insurance, and prescription drug insurance. If hospitalization, prescription, and dental benefits are elected, the C.F.O./C.O.O. shall bear the costs as established for administrators under Board policy.

F. Leaves of Absence

The C.F.O./C.O.O. shall be entitled to the same leave rights as other administrative employees for the Revere Local District. Sick leave shall be accumulated at the rate of one and one-fourth (1 1/4) days per month to a total not to exceed that provided by Board policy for other administrative employees in the district. The use and transfer of sick leave shall be in accordance with the provisions of Ohio Revised Code.

G. Medicare

The Board agrees to pay on behalf of the C.F.O./C.O.O., the full amount of the employee tax that, pursuant to Section 3101 of the Internal Revenue Code, is imposed upon all of the Medicare tax "wages" that are paid to the C.F.O./C.O.O. pursuant to this Contract. The C.F.O./C.O.O.

acknowledges and agrees that such payments may be reportable as additional taxable income of the C.F.O./C.O.O.; and Board shall not be required to pay on behalf of, or to otherwise reimburse the C.F.O./C.O.O. on account of, any such income tax consequences.

H. Cell Phone

A monthly cell phone allowance of \$40.00 per month (exempt from retirement Contributions) to insure the employee would be available both during and after the school day to address work related responsibilities.

I. Pooled Tuition

The C.F.O./C.O.O. shall have access to the pooled tuition account established for the administrative staff.

J. Personal Days

The C.F.O./C.O.O. shall be eligible for three personal days per contract year

Section 6: Work Days

The C.F.O./C.O.O. shall be required to work two hundred and sixty days (260) annually, less legal holidays and vacation. The C.F.O./C.O.O. shall devote such time and energies as are necessary to perform all specified duties of this position. It is expressly understood that the duties of this position may require the C.F.O./C.O.O. to work during times other than normal business hours. For the purpose of calculating a per diem rate of pay, two hundred and twenty-eight (228) days shall be used as the base (260 days minus 12 legal holidays and minus 20 vacation days).

Section 7: Professional Liability

The Board agrees that it shall defend, hold harmless, and indemnify the C.F.O./C.O.O. from any and all demands, claims, suits, actions and legal proceedings brought against the C.F.O./C.O.O. in his individual capacity, or in his official capacity as agent and employee of the Board, provided the incident arose while the C.F.O./C.O.O. was acting within the scope of his employment and excluding criminal litigation and as such liability coverage is within the authority of the Board to provide under State of Ohio law. Except that, in no case will individual Board members be considered personally liable for indemnifying the C.F.O./C.O.O. against such demands, claims, suits, actions, and legal proceedings. In the alternative, the Board may purchase satisfactory liability insurance to the maximum provided by law in the name of the C.F.O./C.O.O..

The Board shall provide and pay for any performance or other similar bonds required or permitted by current State of Ohio law or regulation.

Section 8: Evaluation

The Board shall evaluate and assess in writing the performance of the C.F.O./C.O.O. at least once during each year of this contract in accordance with the Board adopted evaluation procedure. This evaluation and assessment shall be reasonably related to the position description of the C.F.O./C.O.O. and the goals and objectives of the period in question. Consistent with ORC 3313.22(D), the establishment of an evaluation procedure does not create an expectancy of continued employment nor prevent the Board from making a final determination regarding the renewal or non-renewal of the C.F.O./C.O.O.'s contract.

In the event that the Board determines that the performance of the C.F.O./C.O.O. is unsatisfactory in any respect, it shall describe in writing, in reasonable detail, specific instances of unsatisfactory performance. The Evaluation shall include recommendations as to areas of improvement in all

instances where the Board deems performance of the C.F.O./C.O.O. is unsatisfactory. A copy of the written evaluation shall be delivered to the C.F.O./C.O.O.. The C.F.O./C.O.O. shall have the right to make a written reaction or response to the evaluation. This response shall become a permanent attachment to the C.F.O./C.O.O.'s personnel file.

Section 9: Termination of Employment

This Employment Contract may be terminated by:

- Mutual agreement of the Parties;
- Retirement, disability, or death of the C.F.O./C.O.O.;
- Termination by the Board in accordance with ORC 3313.22(E) and 3319.16; or
- Termination in accordance with ORC 3313.22(B) for failure of the C.F.O./C.O.O. to maintain a valid license under ORC 3301.074.

Section 10: Savings Clause

If, during the term of this contract, it is found that a specific clause of the contract is illegal in federal or state law, such clause shall become null and void; however, the remainder of the contract not affected by such ruling shall remain in force.

Section 11: Retirement System

The C.F.O./C.O.O. acknowledges receipt of notice as required by law of his duties and obligations under Chapter 3309 of the Ohio revised Code pertaining to School Employees Retirement System as a condition of his employment.

Section 12: Other Information

Mr. Forrest represents that all information supplied to the Board by him is accurate to the best of his knowledge. The Board and the C.F.O./C.O.O., Mr. Forrest, shall fulfill all aspects of this contract, any exception thereto being by mutual consent of the Board and the C.F.O./C.O.O..

In witness thereof the parties hereto have affixed their signatures to this contract this day of 31st day of March 2014.

David R. Forrest

President, Revere Board of Education

Vice President, Revere Board of Education

New Document

5:30 PM

February 11, 2014

The Vice President, Mr. George Seifert, called the meeting to order at 5:30 P.M.

Roll Call:

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

Diana Sabitsch, Present
George Seifert, Present

*Mrs. Hower did listen to meeting utilizing Skype but was not eligible to vote

READING OF NOTICE OF SPECIAL MEETING

No action taken

TREASURER

Update on Financial Option-Discussion/No Action

Selection of an Architect-Discussion/No Action

SUPERINTENDENT

Revere Middle School Schedule Presentation for 2014/2015-Discussion/No Action

EXECUTIVE SESSION

Res. 14-102724 Moved by Mrs. Appel, seconded by Mr. Kelley to go into Executive Session at 7:38 P.M. to Consider the compensation of public employees, consider safety and security arrangements and protocols and to discuss the sale or purchase of property.

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

REGULAR SESSION

Res. 14-102725 Moved by Mr. Seifert, seconded by Mrs. Sabitsch to come out of Executive Session and return to Regular Session at 10:18 P.M.

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

ADJOURNMENT

Res. 14-102726 Moved by Mrs. Appel, seconded by Mr. Seifert to adjourn the meeting at 10:20 P.M.

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

Signed _____
President

Attest _____
Treasurer

Date Approved

Revere Board of Education

Library-Revere High School
5:30 P.M.

Regular Meeting
February 20, 2014

Roll Call:

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

Diana Sabitsch, Present
George Seifert, Present

The Vice President, Mr. George Seifert, called the meeting to order at 5:30 P.M.

PLEDGE OF ALLEGIANCE**STUDENT PRESENTATION/STUDENT ACHIEVEMENT**

- RMS Jazz Band

PUBLIC SPEAKS TO AGENDA ITEMS

No action taken

BUILDING PRINCIPAL'S REPORTS

No action taken

TREASURER'S REPORTApproval of Minutes

Res. 14-102727 Moved by Mrs. Sabitsch, seconded by Mr. Kelley to approve the minutes of the Special Meeting held January 8, 2014, January 13, 2014 and January 14, 2014 and the and the Regular Meeting held January 21, 2014 as detailed in Attachment T-1.

And,

Approval of Financial Report

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

And,

Donations

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

And,

Appropriation Adjustments

To approve the appropriation adjustments listed in the attached schedule, 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
0142428	1/22/14	Summit County ESC	\$24,512.22	Central Office

And,

Inventory Deletion

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 Coordinator of Business Services and the Treasurer. See Attachment T-5.

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

NEOnet

Res. 14-102728 Moved by Mrs. Appel, seconded by Mr. Kelley to authorize entering into a one-year contract with NEOnet for E-Mail Services commencing with the fiscal year starting July 1, 2014 and ending June 30, 2015. See Attachment T-6.

And,

Bus Bids-Ohio Schools Council

To approve participation in and authorize the Ohio Schools council to advertise and receive bids on behalf of the Board for a fee of \$325.00

And,

Transfer of Funds

To approve the transfer of \$50,000.00 from General Fund to the Athletic Fund 300/920A.

And,

Fund Approval Ohio K-12 Network Subsidy

To approve the Ohio K12 Network subsidy and that the fund #451-9213 be established with appropriations set at fund level in the amount of \$7,200.00

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

Selection of Architect

Res. 14-102729 Moved by Mrs. Sabitsch, seconded by Mr. Kelley to authorize the appointment of GPD as the District architect for those projects designated in Request for Proposals as required in the O.R.C. See Attachment T-7

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

Legal Representation-FCC Bandwidth

Res. 14-102730 Moved by Mr. Kelley, seconded by Mrs. Appel to approve entering into an agreement with Gray Miller Persh, LLP for services as detailed in Attachment T-8.

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

Deletion of Inventory-Bus

Res. 14-102731 Moved by Mrs. Appel, seconded by Mrs. Sabitsch to approve disposal of the following bus which only has value for scrap metal and prior disposal will be offered to the Bath Fire Department for a training exercise:
Mini Bus #24, 2001 Chevrolet

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

Discussion Items-No Action

- OSBA Legislative Platform
- FY13 Audit Status-waive exit interview
- Light Poles
- Wellness Results and Premiums
- Doors, Bath lower level
- Straight A Grant/NEOnet
- Educational Shipper Savings
- Fire Alarm Failed-Department responded

BOARD MEMBERS' REPORTS

Finance & Audit Committee

Facilities and Grounds Committee

Legislative Report

Cuyahoga Valley Career Center

SUPERINTENDENT'S REPORT**Personnel-Certificated/Licensed**Leave of Absence-Certificated/Licensed Personnel

- Res. 14-102732 Moved by Mrs. Sabitsch, seconded by Mr. Kelley to approve the following LOAs per provisions of the current REA Negotiated Agreement:
Ginny Habig (HES/Grade 1) for approximately 6 weeks to begin on or about April 18, 2014
Krista Rozek (RMS/Grade 8 Math) to begin on or about May 19, 2014 through the end of the 2013-2014 school year
Anastasia Bohush (HES/Kind. 50%) to begin on or about May 14, 2014 through the end of the 2013-2014 school year

And,

Long Term Substitute

To approve Erika Christy as the long term substitute for Lori Duke (language Arts, Grade 7) who resigned. Erika will be subbing 2/5/14 and continue through the end of the current school year, 6/5/14.

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

Salary Increase-Additional Education

- Res. 14-102733 Moved by Mrs. Appel, seconded by Mr. Kelley to approve the following salary increase, prorated to the start of the second semester, per provisions of the current REA Negotiated agreement:
Jennifer Exten-Kennedy/Science RHS MA+30, Step 10 \$71,592.00

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

Personnel-ClassifiedClassified-Aide for the 2013/2014 School Year

- Res. 14-102734 Moved by Mrs. Sabitsch, seconded by Mrs. Appel to approve Valerie Dengg as an Intervention Instruction Assistant (Aide) at HES effective 2/3/14 for the remainder of the 2013/2014 school year. Compensation will be \$12.21/hour for 7 hours per day.

And,

Classified Substitute

To approve the following classified substitute to be used on an as needed basis during the 2013.2014 school year with compensation per the OAPSE negotiated agreement:

Paul Parish Substitute Bus Driver Effective on or after 2/18/14

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

Student ServicesSpecial Education Agreement A

- Res. 14-102735 Moved by Mr. Seifert, seconded by Mrs. Appel to approve Settlement A (a confidential document)

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

Other BusinessRichfield Safety Town

- Res. 14-102736 Moved by Mrs. Sabitsch, seconded by Mr. Seifert to approve the use of a bus and driver for two sessions of Safety Town to be held on June 24, 2014 at Hillcrest School, 9:00 A.M.-10:30 A.M. and 1:00 P.M. -2:30 P.M.

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

NEOLA Revised Policies – First Reading- No Action

To approve, as a first reading, the revised policies as noted:

- 1220 / Administration / Employment of the Superintendent / 4 pages **Attachment 1**
1520 / Administration / Employment of Administrators / 5 pages **Attachment 2**
2271 / Program / Postsecondary Enrollment Programs / 2 pages **Attachment 3**
2430 / Program / District-Sponsored Clubs and Activities / 5 pages **Attachment 4**
2431 / Program / Interscholastic Athletics / 7 pages **Attachment 5**
2623.02 / Program / Third Grade Reading Guarantee / 10 pages **Attachment 6**
3120 / Professional Staff / Employment of Professional Staff / 4 pages **Attachment 7**
5111 / Students / Eligibility of Resident/Nonresident Students / 11 pages **Attachment 9**
5340 / Students / Student Accidents / 2 pages **Attachment 10**
5513 / Students / Care of School Property / 1 page **Attachment 11**
5517.01 / Students / Bullying and Other Forms of Aggressive Behavior / 8 pages **Attachment 12**
8405 / Operations / Environmental Health and Safety Issues / 5 pages **Attachment 13**
9160 / Relations / Public Attendance at School Events / 3 pages **Attachment 14**
9270 / Relations / Equivalent Education Outside the Schools (Home Schooling) / 4 pages **Attachment 15**
9700elations / Relations with Special Interest Groups / 9 pages **Attachment 16**

*Attachment 8 removed

Overnight Trips

- Res. 14-102737 Moved by Mr. Kelley, seconded by Mrs. Sabitsch to approve an overnight trip to Columbus March 1, 2014 through March 2, 2014 for the cheerleaders to compete at the State level. It is further recommended that the Board of Education approve an overnight trip to Wooster February 28, 2014 through March 1, 2014 for speech and debate students to compete at the State level.

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

REPORTS FROM CENTRAL OFFICE TEAM

Assistant Superintendent
Director of Student Services
No action taken

INFORMATIONAL ITEMS

- A. There will be a Special Meeting on March 11, 2014 at 5:30 p.m. in the Administration Building.
B. There will be a Regular BOE Meeting on March 18, 2014 at 6:30 P.M. in the Library of Revere High School.

CONCERNS OF THE PUBLIC AND COMMUNITY
ANNOUNCEMENTS –No action taken

ADJOURNMENT

- Res. 14-102738 Moved by Mrs. Sabitsch, seconded by Mr. Kelley to adjourn the meeting at 6:26 P.M.

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

Signed _____
President

Attest _____
Treasurer

Date Approved

New Document

FEBRUARY 28, 2014

Financial Report



Revere Local School District

David R. Forrest
Treasurer

FINANCIAL REPORTS - Index

For Month of FEBRUARY 2014

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 2014
February 2014 Month End Report
Cash Reconciliation Report**

<i>Total Fund Balance</i>	<u>\$22,786,302.37</u>
---------------------------	------------------------

Gross Depository Bank Balances:

1) First Merit Business Checking Account	\$1,803,262.50
2) First Merit Payroll Account	\$0.00
3) First Merit Business Savings	\$242.23

Investments

First Merit Sweep Account	\$13,630,000.00
A.P.Y. 0.069%	
Star Bank at 0.04%	\$103.94
TriState Capital Bank	\$0.00
TriState-CD - matures 12/4/14 .40%	\$1,512,158.31
CD-Tri State Capital - matures 3/19/15 .45%	\$2,009,972.61
CD-Tri State Capital - matures 3/26/15 .45%	\$1,010,999.70
CD-Tri State Capital - matures 2/19/15 .40%	\$2,009,972.61
CD-Tri State Capital - matures 4/9/15 .45%	\$1,006,487.45
	Total \$21,179,694.62

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	\$800.00

<i>Change Funds</i>	\$0.00
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<i>Total</i>	<u>\$22,983,999.35</u>
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<i>Outstanding Checks</i>	(\$191,622.06)
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Adjustments

Adjustments	(\$6,074.92)
	(\$6,074.92)

<i>Adjusted Total</i>	<u>\$22,786,302.37</u>
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<i>Cash on Hand (unrecorded and undeposited)</i>	\$0.00
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Date: 03/03/2014
Time: 3:08 pm

REVERE LSD - 050054
Financial Report by Fund/SCC
REVERE LOCAL - FEBRUARY 28,2014

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						
16,482,595.92	5,899,295.42	23,000,012.99	2,306,367.73	22,148,943.83	17,333,665.08	1,651,798.62	15,681,866.46
002 0000	BOND RETIREMENT						
660,522.12	257,566.33	967,505.64	0.00	1,328,143.47	299,884.29	0.00	299,884.29
002 9012	Bond Debt Service QSCE						
0.00	0.00	76,933.27	0.00	0.00	76,933.27	0.00	76,933.27
003 0000	PERMANENT IMPROVEMENT FUND						
2,558,644.67	249,564.07	910,418.33	40,658.95	575,823.28	2,893,239.72	588,909.51	2,304,330.21
003 9001	PERMANENT IMPROVEMENT RESERVE FUNDS						
225,000.00	0.00	75,000.00	0.00	0.00	300,000.00	0.00	300,000.00
004 0000	BUILDING FUND						
7,054.01	30.67	47,453.17	0.00	47,000.00	7,507.18	0.00	7,507.18
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						
685,970.79	0.00	0.00	0.00	10,000.00	675,970.79	0.00	675,970.79
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						
24,159.91	64,689.67	702,349.52	79,615.15	559,712.11	166,797.32	83,956.31	82,841.01
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	2,000.00	0.00	2,000.00	2,574.69	0.00	2,574.69
007 9310	PAPPANO MEMORIAL SCHOLARSHIP FUND						
4,750.00	0.00	0.00	0.00	750.00	4,000.00	0.00	4,000.00
007 9311	THE ERIC MORANT MEMORIAL FUND						
4,120.00	0.00	50.00	0.00	750.00	3,420.00	0.00	3,420.00
007 9355	LUEPTOW ART FUND						
223.13	0.00	0.00	0.00	0.00	223.13	0.00	223.13

Date: 03/03/2014
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REVERE LSD - 050054
Financial Report by Fund/SCC
REVERE LOCAL - FEBRUARY 28, 2014

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Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered Bank
Begin Balance	MTD Receipts	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance Code
007 9370	PAULETT MEMORIAL SCHOLARSHIP FUND						
3,719.00	0.00	0.00	0.00	2,000.00	1,719.00	500.00	1,219.00
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	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00	1,000.00
007 9387	BANAS CHEERLEADING SCHOLARSHIP						
1,000.00	0.00	0.00	0.00	500.00	500.00	500.00	0.00
007 9388	Teacher Excellence Award						
2,503.61	0.00	0.00	0.00	0.00	2,503.61	0.00	2,503.61
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						
2,000.00	0.00	0.00	0.00	1,000.00	1,000.00	0.00	1,000.00
007 9391	PATRICK ALFIERI LIVES SCHOLARSHIP FUND						
32,098.82	100.00	6,100.00	0.00	6,000.00	32,198.82	0.00	32,198.82
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						
500.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00
007 9394	JAMES BENNETT WASHINGTON DC MEMORIAL FUND						
800.00	0.00	41.00	0.00	0.00	841.00	0.00	841.00
008 9360	MYRON WINDER SCHOLARSHIP						
17,148.97	0.66	9.55	0.00	0.00	17,158.52	0.00	17,158.52
009 9100	UNIFORM SCHOOL SUPPLIES - BATH SCHOOL						
32,919.34	286.00	14,768.00	0.00	2,878.00	44,809.34	0.00	44,809.34
009 9200	UNIFORM SCHOOL SUPPLIES - HILLCREST SCHOOL						
12,236.64	700.00	25,960.53	0.00	4,277.62	33,919.55	959.44	32,960.11
009 9400	UNIFORM SCHOOL SUPPLIES - MIDDLE SCHOOL						
249.83	465.00	27,733.00	965.59	21,268.59	6,714.24	1,085.86	5,628.38
009 9500	UNIFORM SCHOOL SUPPLIES - HIGH SCHOOL						
9,235.12	712.50	73,068.30	1,824.59	48,966.57	33,336.85	7,094.48	26,242.37

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Fund #	Fund Description		FYTD	MTD	FYTD	Current	Current	Unencumbered Bank
Begin Balance	MTD Receipts	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance Code	
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								
20,600.97	289.35	40,659.61	116.27	38,478.71	22,781.87	866.90	21,914.97	
018 9200 PUBLIC SCHOOL SUPPORT - HILLCREST SCHOOL								
37,194.08	126.99	4,604.47	179.23	19,946.82	21,851.73	435.50	21,416.23	
018 9400 PUBLIC SCHOOL SUPPORT - MIDDLE SCHOOL								
42,147.86	795.93	6,334.67	4,504.14	7,036.06	41,446.47	1,767.00	39,679.47	
018 9500 PUBLIC SCHOOL SUPPORT - HIGH SCHOOL								
11,966.32	652.84	6,600.60	687.72	7,618.98	10,947.94	1,427.34	9,520.60	
019 9204 CHAMBER GRANT								
393.58	0.00	0.00	0.00	0.00	393.58	0.00	393.58	
020 9005 SPECIAL ENTERPRISE-RENTAL PROPERTY								
82,185.30	0.00	0.00	0.00	0.00	82,185.30	0.00	82,185.30	
022 0000 DISTRICT AGENCY FUND - UNCLAIMED MONEY								
3,612.64	0.00	962.64	0.00	0.00	4,575.28	0.00	4,575.28	
024 0000 EMPLOYEE BENEFITS, SELF-INSURANCE								
16,016.77	1,901.16	15,373.30	3,661.12	32,911.93	1,521.86-	2,196.00	3,717.86-	
026 9001 EMPLOYEE BENEFITS: MEDICAL/DENTAL								
7,263.87	310,951.43	2,509,290.16	311,162.93	2,508,010.44	8,543.59	407.86	8,135.73	
026 9002 FLEXIBLE SPENDING PLAN								
21,178.16	10,243.24	41,724.95	4,279.50	48,390.06	14,513.05	1,330.50	13,182.55	
026 9003 EMPLOYEE HEALTH CARE								
146,830.70	0.00	0.00	0.00	11,741.26	135,089.44	0.00	135,089.44	
200 9212 CLASS OF 2012								
10,418.08	0.00	0.00	0.00	9,418.08	1,000.00	0.00	1,000.00	
200 9213 CLASS OF 2013								
12,317.07	0.00	7,379.58	0.00	0.00	19,696.65	0.00	19,696.65	
200 9214 CLASS OF 2014								
5,880.04	1,117.00	4,477.08	0.00	1,010.00	9,347.12	0.00	9,347.12	

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Fund #	Fund Description		FYTD	MTD	FYTD	Current	Current	Unencumbered Bank
Begin Balance	MTD Receipts	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code
200 9215	CLASS OF 2015							
1,413.91	0.00	547.16	0.00	0.00	1,961.07	0.00	1,961.07	
200 9216	CLASS OF 2016							
965.16	0.00	561.00	0.00	0.00	1,526.16	0.00	1,526.16	
200 9217	CLASS OF 2017							
0.00	730.05	1,451.55	0.00	533.52	918.03	0.00	918.03	
200 9317	NATIONAL HONOR SOCIETY							
7,784.96	7,166.00	7,166.00	0.00	2,208.50	12,742.46	3,000.00	9,742.46	
200 9318	LANTERN							
819.09	0.00	150.00	0.00	26.90	942.19	0.00	942.19	
200 9320	MIDDLE SCHOOL STUDENT COUNCIL							
2,452.11	0.00	854.00	0.00	854.74	2,451.37	1,058.00	1,393.37	
200 9321	HIGH SCHOOL STUDENT COUNCIL							
8,465.86	0.00	10,223.93	300.00	8,586.57	10,103.22	793.51	9,309.71	
200 9322	REVERE PLAYERS							
39,486.91	3,843.00	13,293.00	355.80	14,946.59	37,833.32	15,561.05	22,272.27	
200 9323	YEARBOOK							
1,582.70	80.00	775.00	0.00	0.00	2,357.70	0.00	2,357.70	
200 9350	INSTRUMENTAL MUSIC							
289.10	0.00	0.00	0.00	0.00	289.10	0.00	289.10	
200 9365	ART CLUB							
1,511.42	0.00	140.00	0.00	348.81	1,302.61	0.00	1,302.61	
200 9370	NATIONAL ART HONOR SOCIETY							
439.45	0.00	502.00	0.00	0.00	941.45	140.00	801.45	
200 9375	CHESS CLUB							
67.67	30.00	420.00	196.55	196.55	291.12	120.00	171.12	
200 9380	KEY CLUB							
3,304.12	113.00	1,101.75	105.22	1,272.95	3,132.92	700.00	2,432.92	
200 9390	INTERNATIONAL CLUB							
990.36	40.00	40.00	0.00	72.20	958.16	40.00	918.16	
200 9395	PROJECT LOVE							
216.21	70.00	2,137.21	0.00	0.00	2,353.42	0.00	2,353.42	

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Fund #	Fund Description		FYTD	MTD	FYTD	Current	Current	Unencumbered Bank
Begin Balance	MTD Receipts	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance Code	
200 9400	MARKETING EDUCATION							
2.58	0.00	0.00	0.00	0.00	2.58	0.00	2.58	
200 9409	YEARBOOK							
0.00	0.00	0.00	20.00-	0.00	0.00	0.00	0.00	
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							
51,933.27	56,906.00	125,736.07	11,223.81	119,957.59	57,711.75	31,865.86	25,845.89	
300 9230	CHORAL							
826.65	0.00	325.00	0.00	0.00	1,151.65	0.00	1,151.65	
300 9330	C.A.R.E.							
5.12	0.00	87.00	0.00	0.00	92.12	0.00	92.12	
300 9501	FOOTBALL							
3,798.78	0.00	8,619.75	0.00	9,935.80	2,482.73	118.25	2,364.48	
300 9502	VOLLEYBALL							
1,176.55	0.00	2,094.40	0.00	3,430.98	160.03-	0.00	160.03-	
300 9503	BOYS SOCCER							
8,508.63	0.00	19,007.00	0.00	21,215.28	6,300.35	0.00	6,300.35	
300 9504	GIRLS SOCCER							
9,473.00	120.00	933.30	0.00	5,484.23	4,922.07	0.00	4,922.07	
300 9505	BOYS TENNIS							
985.96	0.00	1,387.50	0.00	305.83	2,067.63	0.00	2,067.63	
300 9506	GIRLS TENNIS							
3,424.24	0.00	688.95	25.00	2,319.38	1,793.81	200.00	1,593.81	
300 9507	WRESTLING							
2,600.62	255.00	10,192.00	299.40	10,676.40	2,116.22	0.00	2,116.22	
300 9508	CHEERLEADING							
6,913.81	0.00	1,095.00	776.00	6,175.22	1,833.59	180.00	1,653.59	
300 9509	BOYS BASKETBALL							
7,592.20	0.00	18,816.00	270.76	19,082.83	7,325.37	1,573.10	5,752.27	
300 9510	GIRLS BASKETBALL							
2,851.34	0.00	6,395.00	0.00	7,288.24	1,958.10	1,651.25	306.85	

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Fund #	Fund Description		FYTD	MTD	FYTD	Current	Current	Unencumbered Bank
Begin Balance	MTD Receipts	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code
300 9511 BOYS GOLF								
2,512.51	0.00	0.00	315.00	2,510.82	1.69	0.00	1.69	
300 9512 GIRLS GOLF								
880.17	0.00	350.00	0.00	954.24	275.93	0.00	275.93	
300 9513 BASEBALL								
8,498.69	0.00	7,681.06	2,088.69	9,618.26	6,561.49	1,188.01	5,373.48	
300 9514 SOFTBALL								
2,228.84	0.00	1,050.00	0.00	1,895.00	1,383.84	30.00	1,353.84	
300 9515 SWIMMING								
2,657.13	395.33	968.24	721.50	2,006.49	1,618.88	100.00	1,518.88	
300 9517 CROSS COUNTRY								
727.77	0.00	455.00	0.00	530.43	652.34	100.00	552.34	
300 9519 BOYS TRACK								
295.84	0.00	1,055.00	35.00	86.16	1,264.68	70.00	1,194.68	
300 9520 GIRLS TRACK								
532.02	0.00	0.00	0.00	0.00	532.02	129.00	403.02	
300 9521 BOYS LACROSSE								
1,403.17	0.00	950.00	0.00	221.28	2,131.89	0.00	2,131.89	
300 9522 GIRLS LACROSSE								
1,286.10	0.00	1,225.00	0.00	38.34	2,472.76	0.00	2,472.76	
300 9524 DANCE TEAM								
2,188.04	0.00	7.00	223.60	223.60	1,971.44	0.00	1,971.44	
300 9525 OHSAA TOURNAMENTS								
0.00	1,710.00	23,819.90	0.00	22,074.71	1,745.19	1,020.00	725.19	
300 9526 ROBOTICS								
0.00	1,550.00	2,045.00	39.96	39.96	2,005.04	0.00	2,005.04	
401 9213 AUX. SERVICES-OLD TRAIL								
12,622.94	0.00	0.00	0.00	12,622.90	0.04	0.00	0.04	
401 9214 AUX. SERVICES-OLD TRAIL								
0.00	162,366.05	333,710.76	19,956.94	189,326.44	144,384.32	100,326.15	44,058.17	
451 9214 OHIO K-12 NETWORK								
0.00	0.00	3,600.00	0.00	0.00	3,600.00	0.00	3,600.00	

REVERE LSD - 050054
Financial Report by Fund/SCC
REVERE LOCAL - FEBRUARY 28, 2014

Fund #	Fund Description		FYTD	MTD	FYTD	Current	Current	Unencumbered Bank
Begin Balance	MTD Receipts		Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance Code
506 9003	RACE TO THE TOP - YR 3 (FY2013)							
	2,250.00	0.00	0.00	0.00	2,250.00	0.00	0.00	0.00
516 9013	IDEA SPECIAL ED- PART B (7/1/12-6/30/13)							
	6,391.12	0.00	26,302.19	0.00	32,693.31	0.00	0.00	0.00
516 9214	IDEA SPECIAL ED- PART B (7/1/13-6/30/14)							
	0.00	15,000.00	341,745.82	17,390.65	335,004.90	6,740.92	67,130.60	60,389.68-
516 9314	PARENT MENTOR - (7/1/13-6/30/14)							
	0.00	5,465.11	15,356.43	3,027.30	16,862.35	1,505.92-	6,013.27	7,519.19-
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 9213	TITLE I - FY2013 (7/1/12-6/30/13)							
	2,159.34	0.00	21,203.14	0.00	23,362.48	0.00	0.00	0.00
572 9214	TITLE I - FY2014 (7/1/13-6/31/14)							
	0.00	49,246.49	113,223.56	18,931.91	112,155.47	1,068.09	4,166.91	3,098.82-
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 9213	TITLE IIA - FY2013 (7/1/12-6/30/13)							
	2,971.19	0.00	4,933.87	0.00	7,905.06	0.00	0.00	0.00
590 9214	TITLE IIA - FY2014 (7/1/13-6/30/14)							
	0.00	14,634.72	38,479.44	4,878.24	37,357.68	1,121.76	0.00	1,121.76
GRAND TOTALS:								
	21,539,325.83	7,120,209.01	29,740,711.34	2,835,164.25	28,493,734.80	22,786,302.37	2,580,510.28	20,205,792.09

FORM SM-2

DATE: 03/03/2014
TIME: 15:09:56OHIO DEPARTMENT OF EDUCATION - OFFICE OF SCHOOL MANAGEMENT ASSISTANCE
ANNUAL SPENDING PLAN (CURRENT OPERATION - GENERAL FUND ONLY - O.R.C. 5705.391)

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SCHOOL DISTRICT: REVERE LSD - 050054

IRN # 050054 COUNTY: Summit
Revere LSD February 2014

FISCAL YEAR: 2014 MONTH: 02

	MONTHLY ESTIMATE	MONTHLY ACTUAL	MONTHLY DIFFERENCE	FISCAL YTD ESTIMATE	FISCAL YTD ACTUAL	FISCAL YTD DIFFERENCE
REVENUES						
01.010 General Property (Real Estate)	3,900,000	5,656,559	1,756,559	16,658,332	18,644,010	1,985,678
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	152,354	191,915	39,561	1,437,406	1,733,258	295,852
01.040 Restricted Grants-in-Aid	0	178	178	8,732	1,818	6,914-
01.045 Restricted Grants-in-Aid - SFSF	0	0	0	0	0	0
01.050 Property Tax Allocation	0	0	0	1,812,000	1,847,984	35,984
01.060 All Other Operating Revenue	73,000	50,400	22,600-	588,589	601,021	12,432
01.070 Total Revenue	4,125,354	5,899,052	1,773,698	20,505,059	22,828,091	2,323,032
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	0	2,557	2,557
02.060 All Other Financing Sources	0	243	243	35,000	169,366	134,366
02.070 Total Other Financing Sources	0	243	243	35,000	171,923	136,923
02.080 Total Revenues and Other Financing Sources	4,125,354	5,899,295	1,773,941	20,540,059	23,000,014	2,459,955
EXPENDITURES						
03.010 Personal Services	1,435,000	1,377,038	57,962-	12,897,393	12,964,422	67,029
03.020 Employees' Retirement/Insurance Benefits	575,000	570,462	4,538-	4,658,228	4,455,576	202,652-
03.030 Purchased Services	254,800	238,667	16,133-	2,854,450	2,815,301	39,149-
03.040 Supplies and Materials	225,000	53,614	171,386-	943,227	941,828	1,399-
03.050 Capital Outlay	0	11,981	11,981	236,598	236,787	189
03.060 Intergovernmental	0	0	0	0	0	0
04.010 Debt Service: All Principal (Historical)	0	0	0	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	0	0
04.055 Debt Service: Principal - Other	0	0	0	0	0	0
04.060 Debt Service: Interest and Fiscal Charges	0	0	0	0	82,902	82,902
04.300 Other Objects	77,000	4,606	72,394-	617,751	327,129	290,622-
04.500 Total Expenditures	2,566,800	2,256,368	310,432-	22,207,647	21,823,945	383,702-
OTHER FINANCING USES						
05.010 Operating Transfers - Out	0	50,000	50,000	0	125,000	125,000
05.020 Advances - Out	0	0	0	0	200,000	200,000
05.030 All Other Financing Uses	0	0	0	0	0	0
05.040 Total Other Financing Uses	0	50,000	50,000	0	325,000	325,000
05.050 Total Expenditure and Other Financing Uses	2,566,800	2,306,368	260,432-	22,207,647	22,148,945	58,702-
06.010 Excess Rev & Oth Financing Sources over (under) Exp &	1,558,554	3,592,927	2,034,373	1,667,588-	851,069	2,518,657
07.010 Beginning Cash Balance	13,256,453	13,740,738	484,285	16,482,595	16,482,596	1
07.020 Ending Cash Balance	14,815,007	17,333,665	2,518,658	14,815,007	17,333,665	2,518,658
08.010 Outstanding Encumbrances	0	1,651,799	1,651,799	0	1,651,799	1,651,799

[illegible]

FY2014									
REVERE LOCAL SCHOOLS FOOD SERVICE ENTERPRISE-FUND #006									
Monthly Cash Flow Spending Plan Report									
INCOME	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	TOTALS
BEGINNING BALANCES	\$24,159.91	(\$14,781.14)	(\$20,731.60)	(\$4,791.22)	\$9,120.90	\$185,160.22	\$191,464.20	\$181,722.80	
Interest Earnings	\$0.40			\$0.18	\$1.01				\$1.59
Student Lunch Sales	\$200.05	\$58,210.32	\$52,938.87	\$57,176.00	\$50,856.31	\$34,491.19	\$45,509.04	\$42,557.10	\$341,938.88
Student A-La-Carte Sales		\$9,908.95	\$13,726.20	\$14,471.02	\$11,915.36	\$9,120.65	\$9,982.05	\$9,616.83	\$78,741.06
Student Milk Sales		\$306.50	\$778.00	\$885.50	\$758.50	\$524.00	\$534.00	\$578.00	\$4,364.50
Adult Lunch Sales		\$549.10	\$1,380.75	\$1,483.25	\$1,416.75	\$1,149.49	\$1,179.55	\$1,473.90	\$8,632.79
Catering - Bath				\$193.40					\$193.40
Catering - Hillcrest					\$121.65				\$121.65
Catering - RMS									\$0.00
Catering - RHS	\$49.25		\$440.85	\$50.66	\$582.02	\$618.06		\$420.14	\$2,160.98
Miscellaneous									\$0.00
Vending Commissions - RMS			\$170.25	\$77.50	\$33.80				\$281.55
Vending Commissions - RHS		\$15.00	\$431.07	\$371.35	\$423.85	\$317.85	\$272.69	\$254.94	\$2,086.75
State Subsidy						\$360.72	\$360.72	\$360.72	\$1,082.16
Federal Subsidy				\$18,930.70	\$13,513.59	\$11,411.82	\$9,460.06	\$9,428.04	\$62,744.21
Transfers In									\$0.00
Initial Advance In					\$200,000.00				\$200,000.00
Refund/Prior Year Expenditure									\$0.00
Advances In									\$0.00
TOTALS RECEIPTS	\$249.70	\$68,989.87	\$69,865.99	\$93,639.56	\$279,622.84	\$57,993.78	\$67,298.11	\$64,689.67	\$702,349.52
EXPENDITURES	JULY	AUGUST	SEPT	OCT	NOV	DEC	JAN	FEB	TOTALS
Administrative Supply						\$2,245.00			\$2,245.00
Regular Salaries	\$24,596.61	\$36,157.41	\$23,995.65	\$25,999.58	\$23,987.08	\$25,999.58	\$35,980.62	\$23,987.08	\$220,703.61
Overtime/Extra Time		13.63	\$99.23	\$83.60	\$247.05	\$212.82	\$262.87	(\$8.70)	\$910.50
Leaves/Holiday	\$82.84	\$33.83	\$124.16		\$141.05	\$186.54	68.5	\$31.73	\$668.65
Severance									\$0.00
Substitutes			\$173.42	\$512.74	\$256.15	\$481.97	\$418.46	\$473.25	\$2,315.99
Benefits	\$14,511.30	\$15,783.64	\$25,525.46	\$4,228.64	\$13,980.41	\$14,472.84	\$15,911.42	\$14,081.84	\$118,495.55
SURcharge									\$0.00
Management Services		\$2,848.50						\$1,320.00	\$4,168.50
Repair/Maintenance		\$204.31		\$398.00	\$4,311.58		\$98.85		\$5,012.74
Travel/Meetings					\$379.39				\$379.39
Food/Supplies		\$19,899.01	\$4,007.69	\$47,489.78	\$60,105.81	\$10,336.05	\$22,053.79	\$39,729.95	\$203,622.08
New Equipment 500				\$1,015.10	\$175.00				\$1,190.10
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	\$39,190.75	\$74,940.33	\$53,925.61	\$79,727.44	\$103,583.52	\$51,689.80	\$77,039.51	\$79,615.15	\$559,712.11
ENDING BALANCES	(\$14,781.14)	(\$20,731.60)	(\$4,791.22)	\$9,120.90	\$185,160.22	\$191,464.20	\$181,722.80	\$166,797.32	
ENCUMBERANCES	\$13,077.17	\$51,334.06	\$91,698.25	\$91,145.59	\$53,057.26	\$52,856.72	\$78,108.30	\$83,956.31	
UNENCUMBERED BAL	(\$27,858.31)	(\$72,065.66)	(\$96,489.47)	(\$82,024.69)	\$132,102.96	\$138,607.48	\$103,614.50	\$82,841.01	

New Document

**LIST OF DONATIONS
RECEIVED BY THE REVERE LOCAL SCHOOL DISTRICT
03/18/2014**

CASH DONATIONS

1. To: Revere, \$1,000.00, additional funding for the Totten Team Scholarship Fund to be awarded to a qualifying graduating senior.
From: Mr. and Mrs. Mark Totten
2. To: Middle School, \$776.00, to assist students with financial difficulties to attend the 8th Grade Washington DC trip.
From: Anonymous donor
3. To: Revere Robotics, \$350.00, to support the Revere High School Robotics Team program.
From: Lee and Joanne Gillette - \$100.00
Dr. Feltman of Montrose Foot Center - \$250.00
4. To: Revere Athletics, \$750.00, reimbursement of the cost of registration fees for the ten track coaches attending the Track and Field clinic in Columbus.
From: Revere All Sports Boosters
5. To: Revere Athletics, \$1,000.00, to support the Revere Varsity Girls Basketball program.
From: Revere Youth Basketball
6. To: Revere Athletics, \$500.00, to support the Revere Softball program.
From: Revere Baseball Softball Association

EQUIPMENT / OTHER DONATIONS

NA

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

New Document



Basketball Backstops • Scoreboards • Bleachers
Indoor/Outdoor Batting Cages • Track & Field Equipment
Divider Curtains • Floor Sleeves • Wrestling Mat Hoists
Football Goal Posts • Volleyball Equipment • Wallpads
Service • Maintenance • Inspections

Revere Local Schools

5 Year Preventative Maintenance and Safety Inspection Agreement

This contract for Bleachers and Overhead Athletic Equipment General Maintenance Services and Inspections is between **Revere Local Schools** (hereafter referred to as Client) and Borgman Athletics LLC (hereafter referred to as Contractor) is made and entered into on ().

Clients owns or has legal control of certain equipment, specified and described in the List of Equipment attached and hereby incorporated into this contract by reference.

Such maintenance and inspection service is to include yearly inspections and General Maintenance. Contractor is in the business of providing bleacher and overhead athletic equipment maintenance services and inspection, and hereby undertakes to provide the following maintenance services to Client:

1. All of the Equipment listed shall be inspected and general maintenance shall be completed on a yearly basis, as prescribed in the owner's maintenance manual published by the manufacturer of each piece of Equipment.
2. Contractor shall respond to any of the Client's requests for emergency repairs within 48 hours of receiving such a request from Client via phone, fax, email, or other communication method to which the parties may agree. Service calls are an additional cost to the client and are not included in this contract. However: all equipment parts if needed will be discounted 10%.
3. Contractor shall ensure that all services provided under the terms of this contract are performed by persons trained and certified as proficient in the provision of the services provided by an accredited school or manufacturers training program.
4. Overhead Athletic Equipment Service includes: tighten ALL hardware and replace if broken or missing, adjust and lubricate where necessary, plumb and level where necessary, ensure goal height within 1/4", Safety Inspection
5. Bleacher Service includes: tighten ALL hardware and replace if broken or missing, adjust and lubricate where necessary, inspect all wheels, horses, deck supports, wall attachments, etc and minor repairs where necessary. Code compliance and safety inspection performed. A written report will be given upon completion.

Note: Inspection Report should not be considered a warranty or guarantee that unforeseen problems will not occur for any time period after said inspections.

In consideration of services provided by Contractor, the Client agrees as follows:

1. To pay the Contractor the sum of \$ **10,300.00** upon completion of the general maintenance and inspections at **Revere Local Schools**. The general maintenance and inspections on bleachers and overhead athletic equipment for all schools shall be scheduled and work must be performed at the same general time. After the inspection if any major repairs or parts are needed than the Contractor will put together a proposal for the Client to review and sign off on before work is performed and billed.
2. To purchase from the Contractor such parts, supplies, and other materials as may be necessary and reasonable in order to maintain the Equipment in good working order. It is understood that the success and satisfactory performance of any maintenance service or repair performed by Contractor depends upon the quality of materials used. The Contractor will supply all grease and miscellaneous hardware during the general maintenance.

Below Listed Equipment shall have General Maintenance and Inspections performed every year for 5 years.

(Equipment listed here for each school included)

Routine maintenance and repair.

Indoor Bleachers

High School Main Gym

Middle School Upper Gym

Middle School Lower Gym

Hillcrest Elementary Main Gym Bleachers

Overhead Athletic Equipment: Includes basketball hoops, divider curtains & batting cages:

High School Main Gym

High School Aux Gym

Middle School lower Gym

Middle School Upper Gym

Hillcrest Elementary

Bath Elementary

Outdoor Bleachers

(4) 10 row x 18' Aluminum Bleachers

Weight Room Athletic Equipment

NOTE: Maintenance includes, tighten all hardware and replace if broken or missing. Adjust and lubricate where necessary.

Both parties whose signatures appear below hereby warrant that they are fully authorized and entitled to enter into this agreement, and do so agree on the dates written below by affixing their signatures below.

Borgman Athletics

Signature _____ Date: _____
Shawn T. Skinner, Operations Coordinator

Revere Local Schools

Signature _____ Date: _____

Print Name _____ Title: _____

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TEMPLATES

ATTACHMENT 1

BOARD OF EDUCATION

REVERE

SCHOOL DISTRICT

ADMINISTRATION

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REVISED POLICY - VOL. 32, NO. 1

EMPLOYMENT OF THE SUPERINTENDENT

The Board of Education vests the primary responsibility for administration of this District in the Superintendent of Schools. The appointment of that officer is, therefore, one of the most important functions the Board can perform.

Whenever the position of Superintendent shall be vacant, the Board shall

N upon the recommendation of the Superintendent of the Education Service Center

appoint a Superintendent of Schools as chief executive officer and fix his/her salary and term of office which shall be no more than five (5) years.

The Board shall actively seek the best qualified and most capable candidate for the position of District Superintendent.

M It may be aided in this task by:

- M* a committee of Board members;
- M* the services of professional consultants;
- M* the counsel of the out-going Superintendent;
- M* the participation of members of the community.

Recruitment procedures shall be prepared in advance of the search and shall include the following:

- M* the preparation of a written job specification for the position of Superintendent
- M* preparation of written specifications of qualification in addition to proper State licensing
- M* preparation of informative material describing this District and its educational goals



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TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

ADMINISTRATION

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- (M) where feasible, the opportunity for applicants to visit the schools of this District
- (M) the requirement that each selected candidate for the position be interviewed by Board members in a format that encourages him/her to express his/her educational philosophy
- (M) solicitation of applications from a wide geographical area
- (+)
- (M) ~~consideration of all applicants fairly without discrimination on the basis of race, gender, age, religion, ethnic background, disability, or other condition unrelated to the position of Superintendent~~
consideration of all applicants fairly without discrimination on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, ancestry, genetic information (collectively, "Protected Classes"), or other condition unrelated to the position of Superintendent

~~The Board may request the State Board of Education to issue a one year temporary educator license to a proposed candidate for the superintendency providing the candidate is of good moral character and has earned at least a baccalaureate degree in finance or administration from an accredited institution of higher learning or has at least five (5) years of recent work experience in education, management, or administration.~~ **The Board may request the State Board of Education to issue a two (2) year alternative superintendent license to a proposed candidate for the superintendency, provided the candidate is of good moral character and meets the requirements set forth by the State Board of Education.**



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BOARD OF EDUCATION

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ADMINISTRATION

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☒ No person may be employed as Superintendent of this District unless s/he has signed an employment contract with the Board.

☒ Such contract shall include:

☒ the term for which employment is contracted, including beginning and ending dates;

☒ the salary which the Superintendent shall be paid and the intervals at which s/he shall be paid;

☒ the benefits to which s/he is entitled;

☒ **a specification of any powers and duties assigned by the Board to the Superintendent pursuant to R.C. 3319.031;**

☐ such other matters as may be necessary to a full and complete understanding of the employment contract.

☒ The contract shall not contain tenure provisions.

☒ The Superintendent so appointed shall devote himself/herself exclusively to the duties of his/her office and maintain his/her principal residence within the District, unless otherwise approved by the Board.

☒ Any candidate's intentional misstatement of fact material to his/her qualification for employment or the determination of his/her salary shall be considered by this Board to constitute grounds for his/her dismissal.

☒ The person selected for the position of Superintendent shall be required to undergo a physical examination reasonably related to the duties s/he will be required to perform, the cost of which shall be borne

☒ by the District.

☐ by the candidate.



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BOARD OF EDUCATION

_____ **SCHOOL DISTRICT**

ADMINISTRATION

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Prior to employment, the candidate selected must also pass a background check performed by the Bureau of Criminal Identification and Investigation and/or the Federal Bureau of Investigation.

| R.C. ~~2909.34~~, 3313.18, 3319.01, **3319.031**, **3319.27**~~3319.225~~
A.C. 3301-23-19

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ATTACHMENT 2

BOARD OF EDUCATION

Revere **SCHOOL DISTRICT**

ADMINISTRATION

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REVISED POLICY - VOL. 32, NO. 1

EMPLOYMENT OF ADMINISTRATORS

The Board of Education recognizes that it is vital to the successful operation of the District that administrative positions created by the Board be filled with highly qualified and competent personnel. The Board may contract with the governing board of the educational service center from which it otherwise receives services to conduct searches and recruitment of candidates for assistant superintendent, Principal, assistant principal, and other administrator positions.

The Board shall approve the employment, determine the compensation, and establish the term of said employment for each administrator employed by the Board. Individuals may be employed as administrators pursuant to a limited contract for a term not to exceed three (3) years, unless the individual has been employed by the Board as an administrator in the District for three (3) or more years, in which case his/her term of the contract shall be for not more than five (5) years and, unless the Superintendent recommends otherwise, not less than two (2) years. If, however, the Superintendent so recommends, the term of the contract of an individual who has been employed as an administrator in the District for three (3) years or more may be one year. All subsequent contracts granted to such individual must be for a term of not less than two (2) years and more than five (5) years.

The Board shall only employ those candidates nominated by the Superintendent, unless otherwise authorized by law (see below).

Individuals employed in the following categories shall be considered members of the administrative staff:

Asst Superintendent (place holder)
Dir Curr Instruction
Dir of Student Services
Principals
Asst Principals
Coordinator of Business Services (place holder)
Dir of Athletics (?)
Communications Director



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BOARD OF EDUCATION

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ADMINISTRATION
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[X] In accordance with the provisions of R.C. 3319.031, the Board may assign specified powers and duties to one or more administrators.

Any person employed as an assistant superintendent, Principal, assistant principal, or other administrator shall possess a valid certificate/license issued pursuant to Ohio law and shall file a copy of his/her certificate/license with the District.

~~To the extent permitted by law, the Board may request the State Board of Education to issue a one (1) year temporary educator license to a candidate recommended by the Superintendent for an administrative position, provided the candidate is of good moral character and has earned at least a baccalaureate degree in a field related to finance or administration from an accredited institution of higher learning or has at least five (5) years of recent work experience in education, management, or administration.~~ **To the extent permitted by law, the Board may request the State Board of Education to issue a two (2) year alternative administrative specialist license or a one (1) year alternative principal license to a candidate recommended by the Superintendent for an administrative position, provided the candidate is of good moral character and meets the requirements set forth by the State Board of Education.**

Relatives of Board members may be employed by the Board, provided the member of the Board does not participate in any way in the discussion or vote on the employment when such a conflict of interest is involved.

[X] An individual who is related to [a] staff member[s] may be employed as an administrator by the Board provided the administrator is not placed in a position in which s/he will supervise directly the staff member to whom s/he is related.

[X] Applications for employment as an administrator will not be accepted from any current Board member. If a Board member wishes to apply for a position on the administrative staff, his/her resignation must be accepted by the Board prior to submitting an application.

[X] The employment of administrative staff members prior to approval by the Board is authorized when their employment is required to maintain continuity in the educational program. Employment shall be recommended to the Board at the next regular meeting.

Prior to employment, the candidate selected must pass a background check performed by the Bureau of Criminal Identification and Investigation and/or the Federal Bureau of Investigation.



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The Superintendent may recommend and the Board may approve the reemployment of an administrative staff member at any regular or special meeting held during the period beginning on the first day of January of the calendar year immediately preceding the year of expiration of the employment contract and ending on the first day of June in the year the employment contract expires.

The Board may, by a three-fourth's (3/4's) majority vote of its full membership, reemploy an assistant superintendent, Principal, assistant principal, or other administrator whom the Superintendent refuses to nominate. If need be, and to the extent permitted by law, the Board may request the State Board of Education to issue a **two (2) year alternative administrative specialist license or a one (1) year alternative principal** ~~one (1) year temporary educator license~~ to an administrator whom the Superintendent has refused to nominate for reemployment in an administrative position, provided the candidate is of good moral character and **meets the requirements set forth by the State Board of Education.** ~~has earned at least a baccalaureate degree in a field related to finance or administration from an accredited institution of higher learning or has at least five (5) years of recent work experience in education, management, or administration.~~

Before taking action to renew or non-renew the contract of any administrator and prior to the first day of June of the year in which the administrator's contract expires, the Board shall notify each such administrator of the date his/her contract expires and inform the administrator that s/he may request a meeting with the Board to discuss its reasons for considering renewal or non-renewal of his/her contract. Upon the request of the administrator, the Board shall meet with him/her in executive session. The administrator shall be permitted to have a representative of his/her choice present at that meeting.



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BOARD OF EDUCATION

SCHOOL DISTRICT

ADMINISTRATION

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If the Board fails to provide the evaluations as required by Board Policy or if the Board fails to provide, following the request of the administrator, a meeting for the purpose of discussing the Board's reasons for considering renewal or non-renewal of the administrator's contract, then the administrator shall be automatically reemployed at the same salary plus any increments that may be authorized by the Board, and the term of reemployment shall be one (1) year, unless the individual has been employed as an administrator by the District for three (3) years or more in which case the reemployment shall be for a term of two (2) years.

Furthermore, an administrator shall be deemed reemployed upon expiration of his/her contract term unless the administrator notifies the Board to the contrary on or before the fifteenth day of June, or unless the Board either reemploys the administrator for a succeeding term or gives written notice of its intent not to reemploy the administrator on or before the first day of June in the year in which said contract expires. In such instances, the reemployment shall be at the same salary plus any increments that may be authorized by the Board, and the term of reemployment shall be one (1) year, unless the individual has been employed as an administrator by the District for three (3) years or more in which case the reemployment shall be for a term of two (2) years.

[✓] Any administrator's intentional misstatement of fact material to qualifications for employment or reemployment, or to the determination of salary, shall be considered by this Board to constitute grounds for dismissal.

[✓] All administrators shall become familiar with the policies of the Board and other such guidelines, regulations, memoranda, bulletins, and handbooks that pertain to their duties in the District. Any administrator employed by the Board who shall be guilty of any willful violation of the policies of the Board shall be guilty of gross insubordination and shall be subject to dismissal or such lesser penalty as the Board may prescribe.

Except by mutual agreement of the parties thereto, no administrator shall be transferred during the term of his/her contract to a position of lesser responsibility. Furthermore, no contract may be terminated or suspended except in accordance with State law.



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BOARD OF EDUCATION

_____ **SCHOOL DISTRICT**

ADMINISTRATION

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The Superintendent shall prepare administrative guidelines for the recruitment and selection of administrative staff.

R.C. ~~2909.34~~, 3319.01, 3319.02, **3319.031**, 3319.07, 3319.16, 3319.17, 3319.171
R.C. ~~3319.225~~, 3319.27, 3319.36

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ATTACHMENT 3

BOARD OF EDUCATION

SCHOOL DISTRICT

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REVISED POLICY - VOL. 32, NO. 1

POSTSECONDARY ENROLLMENT PROGRAMS

The Board of Education recognizes the value to students and to the District for students to participate in programs offered by accredited colleges and universities in Ohio.

The Board will approve participation by students who meet the **participating college's established placement standards for college-level courses to which credit is awarded** ~~State Board of Education's criteria~~, to enroll in approved postsecondary programs during the ninth, tenth, eleventh, or twelfth grade year while in attendance in the District. Students will be eligible to receive secondary credit for completing any of these programs.

No student may participate without the written consent of the Superintendent and for those students under the age of eighteen (18), the written consent of the parents or without attending the counseling services offered in relation to this educational option.

The Board () **shall** (✓) **may** deny high school credit for postsecondary courses any portion of which are taken during the period of a student's expulsion. If the student has elected to receive credit for course(s) toward fulfilling graduation requirements as well as postsecondary credit, that election is automatically revoked for all college courses in which the student enrolled during the college term in which the expulsion is imposed.

When a student is expelled, the Board directs the Superintendent to send written notice of the expulsion to any college in which the expelled student is enrolled under R.C. 3365.03 (Postsecondary Enrollment Options) at the time the expulsion is imposed. This notice shall indicate the date the expulsion is scheduled to expire and that the Board has adopted a policy under R.C. 3313.613 to deny high school credit for postsecondary courses taken during an expulsion. If the expulsion period is later extended, the Superintendent shall notify the college of the extension.



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The Superintendent shall establish the necessary administrative guidelines to comply with State law which will thereafter be properly communicated to both students and their parents. The Superintendent shall also establish guidelines and procedures for the awarding of credit and the proper entry on a student's transcript and other records of his/her participation in a postsecondary program.

R.C. 3313.613, 3365.01 through 3365.09

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ATTACHMENT 4

BOARD OF EDUCATION

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REVISED POLICY - VOL. 32, NO. 1

DISTRICT-SPONSORED CLUBS AND ACTIVITIES

The Board of Education believes that the goals and objectives of this District are best achieved by a diversity of learning experiences, including those that are not conducted in a regular classroom but are directly related to the curriculum.

The purpose of curricular-related activities shall be to enable students to explore a wider range of individual interests than may be available in the District's courses of study but are still directly related to accomplishing the educational outcomes for students as adopted by the Board in Policy 2131.

For purposes of this policy, curricular-related activities are defined as those activities in which:

- A. the subject matter is actually taught or will be taught in a regularly offered course;
- B. the subject matter concerns the District's composite courses of study;
- C. participation is required for a particular course;
- D. participation results in academic credit.

No curricular-related activity shall be considered to be under the sponsorship of this Board unless it meets one or more of the criteria stated above and has been approved by the Superintendent.

Such activities, along with extra-curricular activities (not directly related to courses of study), may be conducted on or off school premises by clubs, associations, and organizations of students sponsored by the Board and directed by a staff advisor.



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(Note: Selection of the first option precludes selection of the second option)

Option #1

- ☐ The Board expressly declines to create a limited open forum for clubs and activities, initiated by students, that cannot meet one of the four criteria stated above.

Option #2

- ☒ The Board shall allow nondistrict-sponsored, student clubs and activities during noninstructional time, in accordance with the provisions in Policy 5730 -- Equal Access For Nondistrict-Sponsored, Student Clubs and Activities.

END OF OPTIONS

- ☒ Noncurricular student activities that are initiated by parents or other members of the community may be allowed under the provisions of Policy 7510 - Use of District Facilities. The Board, however will not:

☒ assume any responsibility for the planning, conducting, or evaluating of such activities;

☒ provide any funds or other resources;

☒ allow any member of the District's staff to assist in the planning, conducting, or evaluating of such an activity during the hours s/he is functioning as a member of the staff.

No nondistrict-sponsored organization may use the name of the School District or any other name which would associate an activity with the District.



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USE CURRENT LANGUAGE - Academic Probation Eligibility

In order to be eligible for any co-curricular, interscholastic and noninterscholastic extra-curricular activity, a student

- ☒ must have maintained at least a 1.75 grade-point average
- ☐ must not have received a failing grade in any course

for the ☐ semester(s) ☒ grading period prior to the ☐ semester ☒ grading period in which s/he wishes to participate. **[Students who are educated at home or enrolled in nonpublic schools are eligible to participate in accordance with Policy 9270.]**

- ☐ An exception may be made by the principal if the student has been participating in an intervention program and has shown satisfactory progress toward achieving the minimum grade-point average.

If a student who becomes ineligible under these standards improves his/her grade point average during the current ☐ semester ☐ grading period enough to meet the eligibility standard, s/he may be reinstated

- ☐ at the beginning of the next ☐ semester ☐ grading period.
- ☐ after _____ more ☐ semester(s) ☐ grading period(s) with an acceptable grade point average.
- ☐ and no failing grades.

Students identified as disabled under R.C. Chapter 3323 and the IDEA are subject to the eligibility standards established by this policy unless specifically exempted by the express terms of their individualized education program (IEP). An IEP can specify the criteria by which a grade will be determined for [a] course[s], given the individual student's disability.

Whenever a student becomes a member of a District-established student group or national organization such as National Honor Society, in order to remain a member, s/he must continue to meet all of the eligibility criteria and abide by the principles and practices established by the group or organization.



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- [] Any student who has not made a passing score on all required sections of State-mandated tests after _____ attempts shall be ineligible to participate in any extra-curricular activity, including athletics.

[Note: The following should be selected, if at all, only if the District provides intervention programs to help students pass the proficiency tests at times that would conflict with participation in the extra-curricular activity.]

- [] The Board believes a student who has not passed these tests would be better served using the time that s/he would be participating in his/her interscholastic or non-interscholastic extra-curricular activity to participate in one or more of the District's intervention programs for assisting students to pass the required tests.

- [] However, if a parent believes that his/her child may be unduly affected by his/her lack of participation in a particular interscholastic or noninterscholastic extra-curricular activity, s/he may come to the school and sign a waiver that will release the student from this proficiency test eligibility rule and allow him/her to participate in an activity. The parent shall be informed, prior to signing the waiver, that State law does not allow a student to receive a high school diploma unless s/he has passed all State testing requirements.

The Athletic Director and/or Principal shall require that each student athlete, who participates in either an interscholastic or intramural sport, submits Form 2431 F1 and Form 2431 F2 signed by the student and his/her parent or guardian, or by a person having care or charge of the student, affirming that each has received the Ohio Department of Health's concussion and head injury information sheet. The forms shall be signed and submitted on an annual basis. No student may practice or compete in interscholastic or intramural athletics until Form 2431 F1 and Form 2431 F2 are received by the Athletic Director or Principal.

Students shall be fully informed of the curricular-related and extra-curricular activities available to them and of the eligibility standards established for participation in these activities. Students will be further informed that participation in these activities is a privilege and not a right, and that they may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights (See Policy 5610.05 - Prohibition from Extra-Curricular Activities). District-sponsored activities shall be available to all students who elect to participate and who meet eligibility standards.



NEOLA of OHIO
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BOARD OF EDUCATION

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The Superintendent shall prepare administrative guidelines to implement a program of curricular-related clubs and activities and of extra-curricular activities. Such guidelines should ensure that the needs and interests of the students are properly assessed and procedures are established for continuing evaluation of each club and activity.

| R.C. 3313.53, **3313.539**, 3313.664, 3315.062
A.C. 3301-35-03

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EOLA of OHIO
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ATTACHMENT 5

BOARD OF EDUCATION

Revere

SCHOOL DISTRICT

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REVISED POLICY - VOL. 32, NO. 1

INTERSCHOLASTIC ATHLETICS

The Board of Education recognizes the value to the students of the District and to the community of a program of interscholastic athletics for students as an integral part of the total school experience.

- ☒ The program should foster the growth of school loyalty within the student body as a whole and stimulate community interest in athletics.
- ☒ The game activities and practice sessions should provide many opportunities to teach the values of competition and good sportsmanship.
- ☒ The program of interscholastic athletics should provide students the opportunity to exercise and test their athletic abilities in a context greater and more varied than that which can be offered by a school or the School District alone. It should also offer an opportunity for career and educational development.

For purposes of this policy, the program of interscholastic athletics shall include all activities relating to competitive sport contests, games, events, or sport exhibitions involving individual students or teams of students of this District with those of another district.

- ☒ The Board shall approve annually a program of interscholastic athletics.



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The Board shall determine the standards of eligibility to be met by all students participating in the interscholastic program. Such standards shall require that each student be in good physical condition, be free of injury, and have fully recovered from illness before participating in any interscholastic athletic event.

No student may practice or compete in interscholastic athletics until the student submits a form signed by his/her parent or guardian, or by a person having care or charge of the student, affirming that each has received a concussion and head injury information sheet as prepared by the Ohio Department of Health. See Form 2431 F1 and Form 2431 F2.

In addition to the eligibility requirements established by the Ohio High School Athletic Association, to be eligible for any interscholastic extra-curricular activity, a student:

() must have maintained at least a 2.0 grade-point average

() must not have received a failing grade in any course

for the ____ () semester(s) (✓) grading period prior to the () semester
(✓) grading period in which s/he wishes to participate.

and Students educated at home or enrolled in a nonpublic school who are permitted to participate on a District interscholastic team must fulfill the same academic, nonacademic, and financial requirements as any other participant. See Policy 9270.

(✓) An exception may be made by the principal if the student has been participating in an intervention program and has shown satisfactory progress toward achieving the minimum grade-point average.



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If a student who becomes ineligible under these standards improves his/her grade point average during the current () semester (☒) grading period to meet the eligibility standard, s/he may be reinstated

(☒) at the beginning of the next () semester (☒) grading period.

() after _____ more () semester(s) () grading period(s) with an acceptable grade point average.

() and no failing grades.

[] These same eligibility standards shall apply to all other co-curricular and extra-curricular activities sponsored by the District. (See Policy 2430)

Students identified as disabled under R.C. 3323 and the IDEA are subject to the eligibility standards established by this policy unless specifically exempted by the express terms of their individualized education program (IEP). An IEP can specify the criteria by which a grade will be determined for (a) course(s), given the individualized student's **individualized** disability.

[] Any student who has not made a passing score on all required sections of the State-mandated tests after _____ attempts shall be ineligible to participate in athletics.

[Note: The following should be selected, if at all, only if the District provides intervention programs to help students pass the proficiency tests at times that would conflict with practice.]

[] The Board believes a student who has not passed these tests would be better served by using the time that s/he would be participating in his/her interscholastic sport to participate in one or more of the District's programs for assisting students to pass the required tests.

[] However, if a parent believes that his/her child may be unduly affected by his/her lack of participation in a particular sport, s/he may come to the school and sign a waiver that will release the student from this proficiency test eligibility rule and allow him/her to participate in a particular sport. The parent shall be informed, prior to signing the waiver, that State law does not allow a student to receive a high school diploma unless s/he has passed all State testing requirements.



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Since the primary purpose of the athletic program is to enhance the education of participating students as indicated in this policy, the Board places top priority on maximum student participation and the values of good sportsmanship **and fair play.** ~~team play, and fair competition.~~

☒ The Board further adopts those eligibility standards set by the Constitution of the Ohio High School Athletic Association (OHSAA) **that are consistent with State and Federal law**, and shall review such standards annually to ascertain that they continue to be in conformity with the objectives of this Board.

No student shall be excused from a class or supervised study for an extended period of time to participate in interscholastic athletics.

☒ The Board further directs that only those students may participate in the program of interscholastic athletics who have:

- ☒ maintained a satisfactory academic record;
- ☒ attended school regularly;
- ☒ demonstrated good citizenship and responsibility;
- ☒ returned all school and athletic equipment;
- ☒ refrained from participation in a contest on a noninterscholastic team, or as an individual in the same sport during the school's season.

The Superintendent shall annually prepare, approve, and present to the Board for its consideration, a program of interscholastic athletics which shall

- ☒ include a complete schedule of events.
- ☐ and shall inform the Board of changes in that schedule as they occur.
- ☐ and shall secure board approval before making any changes in the said schedule.



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In order to minimize health and safety risks to student-athletes and maintain ethical standards, school personnel, coaches, athletic trainers, and lay coaches shall not dispense, supply, recommend, or permit the use of any drug, medication, or food supplement solely for performance-enhancing purposes. The Superintendent shall cause to be posted in all locker rooms in buildings that include students in any grade higher than the sixth grade, the following:

"Warning: Improper use of anabolic steroids may cause serious or fatal health problems, such as heart disease, stroke, cancer, growth deformities, infertility, personality changes, severe acne, and baldness. Possession, sale, or use of anabolic steroids without a valid prescription is a crime punishable by a fine and imprisonment."

The Superintendent shall develop appropriate administrative guidelines for the operation of the Athletic Program and a Code of Conduct for those who participate. Such guidelines should provide for the following safeguards:

- (✓) Prior to enrolling in the sport,
 - (✓) each participant shall submit to a thorough physical examination by a District-approved physician;
 - (✓) parents shall report any past or current health problems along with a physician's statement that any such problems have or are being treated and pose no threat to the student's participation.
- (✓) Any student who is found to have a health condition which may be life-threatening to self or others shall not be allowed to participate until the situation has been analyzed by a medical review panel that has determined the conditions under which the student may participate. The District shall assume no liability for any student with a health condition who has been authorized to play by the parents and their physician but not by the District.
- (✓) Any student who incurs an injury requiring a physician's care is to have the written approval of a physician prior to the student's return to participation.



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(N)

Any student practicing for or competing in an interscholastic event who exhibits signs, symptoms, or behaviors consistent with having sustained a concussion or head injury shall be removed from the practice or competition by the student's coach (and/or the referee serving during the practice or competition).

Any student who has been removed from practice or competition by a coach or referee because he/she has exhibited signs, symptoms, or behaviors consistent with having sustained a concussion or head injury shall not be permitted to return to any practice or competition for which the coach or referee is responsible until both of the following occur:

1. The student's condition is assessed by a physician () or other health care provider authorized by the Board, in accordance with requirements set forth in R.C. 3313.539(E)(2), to assess such a student.
2. The student receives written clearance that it is safe to return to practice or competition from a physician () or other health care provider authorized by the Board, in accordance with requirements set forth in R.C. 3313.539(E)(2), to grant a such a clearance.

(M)

The Superintendent is also to develop guidelines for ensuring that sportsmanship, ethics, and integrity characterize the manner in which the athletic program is conducted and the actions of students who participate. Such guidelines should include:

✓

criteria for judging these important qualities;

✓

procedures by which these values will be communicated to students, parents, and supporters;

✓

means for monitoring the behavior of each of these groups to ensure their behavior reflects high standards.



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- ☒ The guidelines should also provide a set of behavioral expectations for each type of participant as well as a Sportsmanship Code of Conduct which each type of participant is to follow. The Superintendent is authorized to implement suitable disciplinary procedures against those who violate this Sportsmanship Code.

Students will be further informed that participation in interscholastic sports is a privilege and not a right, and that they may be prohibited from all or part of their participation in such activities by authorized school personnel without further notice, hearing and/or appeal rights (See Policy 5610.05 - Prohibition From Extra-Curricular Activities).

In order to support the High School Athletic Association's program to strengthen sportsmanship, ethics, and integrity, the Board commits itself to:

- ☒ adopt policies (upon recommendation of the administration) which reflect the District's educational objectives and promote the ideals of good sportsmanship, ethics, and integrity;
- ☒ establish standards for athletic participation which reinforce the concept that athletic activities are a privilege, not a right;
- ☒ attend and enjoy school athletic activities, serving as a positive role model and expecting the same from parents, fans, participants, coaches, and other school personnel;
- ☒ support and reward participants, coaches, school administrators, and fans who display good sportsmanship;
- ☒ recognize the value of school athletic activities as a vital part of education.

R.C. 2305.23, 2305.231, 3313.53, 3313.535, 3313.539, **3313.5311, 3313.5312**
R.C. 3313.752, 3315.062
Ohio High School Athletic Association

New Document



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REVISED POLICY - SEPTEMBER 2013 - SPECIAL RELEASE

THIRD GRADE READING GUARANTEE

All students entering the third grade must demonstrate a certain level of competency in reading before advancing to the fourth grade.

In accordance with State law, the Superintendent shall develop a program for the annual assessment of the reading skills of each student at the end of first, second, and third grade, and identify those students who are reading below their grade level. Each student's classroom teacher shall be involved in the assessment and identification of those students who are reading below grade level.

The District shall provide intervention services to students whose assessments show that they are failing to make satisfactory progress toward attaining the academic standards for their grade level.

Definitions

"On track" means any student who is reading at grade level based on previous end of year standards expectations by September 30th.

"Not on track" means any student who is not reading at grade level based on previous end of year standards expectations by September 30th.



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Assessment of Reading Skills Program

- A. Diagnostic assessments in reading, as approved by the Ohio Department of Education (ODE), shall be given by September 30th of each year for students in kindergarten through Grade 3, **with the exception of students with significant cognitive disabilities or other disabilities as authorized by the ODE on a case-by-case basis.** For kindergarten students, **prior to July 1, 2014,** the kindergarten readiness assessment ~~may~~**shall** be administered not earlier than four (4) weeks prior to the start of school and not later than September 30th. **For kindergarten students, beginning July 1, 2014, the kindergarten readiness assessment shall be administered not earlier than the first day of the school year and not later than November 1st, except the language and readiness skills portion of the assessment shall be administered by September 30th.** For students enrolled in first, second, or third grade, the diagnostic assessments in reading shall be administered at least once annually.

The District shall administer each applicable diagnostic assessment to any student who transfers into the District or into a new school within the District who did not take a diagnostic assessment at the previous school during the current school year, **unless the student is excused from taking the assessment as provided for in the preceding paragraph.** The diagnostic assessment(s) shall be administered within thirty (30) days of transfer.

After the administration of any diagnostic assessment, the District shall provide to each student's parent a copy of the student's completed diagnostic assessment, the results of such assessment, and any other accompanying documents used during the administration of the assessment. The preceding documents and information shall be included in any reading improvement and monitoring plan(s) developed with respect to the student. The District shall also submit to the ~~ODE Ohio Department of Education~~ the results of the diagnostic assessments administered pursuant to this section.

- B. Diagnostic assessment results shall be translated to ODE's definitions of "on track" and "not on track". The District shall make the final determination regarding whether a student is "on track" or "not on track".



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- C. If the diagnostic assessment shows that a student is "not on track" to be reading at grade level by the end of the year, the parent will be notified, in writing, of the following:
1. that the school has identified the student as having a substantial deficiency in reading
 2. a description of current services provided to the student
 3. a description of proposed supplemental instructional services and supports that will be provided to the student that are designed to remediate the identified areas of reading deficiency
 4. that the statutorily prescribed assessment is not the sole determinant of promotion and that additional evaluations and assessments are available to the student to assist parents and the District in knowing when a student is reading at or above grade level and ready for promotion; and
 5. that the student will be retained in the third grade if s/he does not attain a score in the statutorily prescribed level on the third grade English Language arts assessment, unless the student is exempt as delineated below.
- D. For each student identified to be "not on track", the District shall:

1. provide intensive reading intervention services and regular diagnostic assessments immediately following identification of a reading deficiency until the development of a reading improvement and monitoring plan;

The intervention services shall include research-based reading strategies that have been shown to be successful in improving reading among low-performing readers and instruction targeted to the student's identified reading deficiencies.



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2. develop a reading improvement and monitoring plan within sixty (60) days of learning of the reading deficiency;

The District shall involve the student's parent/guardian and classroom teacher in developing the plan.

3. ~~provide a teacher who has been actively engaged in the reading instruction of students for the previous three (3) years and either:~~ **assign a teacher who has at least one (1) year of teaching experience and satisfies one (1) or more of the following criteria:**

- a. holds a reading endorsement and has attained a passing score on the corresponding assessment, **as applicable or**
- b. has obtained a master's degree with a major in reading
- c. ~~was rated "above value added," which means most effective in reading, as determined by the Ohio Department of Education (ODE), for the last two (2) school years.~~ **was rated "most effective" for reading instruction consecutively for the most recent two (2) years based on assessments of student growth measures developed by a vendor and that is on the list of State Board-approved student assessments**
- d. was rated "above expected value added," in reading instruction, as determined by criteria established by the ODE, for the most recent consecutive two (2) years
- e. has earned a passing score on a State Board-approved rigorous test of principles of scientifically research-based reading instruction
- f. holds an educator license for teaching grades pre-kindergarten through three (pre-K-3) or four through nine (4-9) issued on or after July 1, 2017



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~~Prior to July 1, 2014, a teacher is also qualified to provide reading guarantee services if the teacher demonstrates evidence of a credential earned from a list of scientifically research-based reading instruction programs approved by the Department of Education.~~

~~Effective July 1, 2014, a teacher is also qualified if the teacher has earned a passing score on a rigorous test of principles of scientifically research-based reading instruction.~~

For a student who enters third grade for the first time on or after July 1, 2013, the District may alternatively assign a teacher with less than one (1) year of teaching experience provided the teacher meets at least one (1) of the criteria (a-f) set forth above and the teacher is assigned a qualified teacher mentor. The student may receive reading intervention or remediation services from an duly licensed speech-language pathologist.

Additionally, a student who enters third grade for the first time on or after July 1, 2013, but prior to July 1, 2016, may be assigned a teacher who holds an ODE-approved alternative credential or has successfully completed ODE-approved training that is based on principles of scientifically research-based reading instruction.

Finally, nothing in this Policy shall prevent a teacher, other than a student's classroom teacher (i.e., teacher of record), from providing the requisite reading intervention or remediation services to the student, so long as the assigned teacher has at least one (1) year of teaching experience, satisfies at least one (1) of the criteria (a-f) set forth above, and both the classroom teacher and the building Principal agree to the assignment. Such an assignment must be documented in the student's reading improvement and monitoring plan.



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Reading Improvement and Monitoring Plan

The reading improvement and monitoring plan developed for students identified as "not on track" shall include:

- A. identification of the student's specific reading deficiency;
- B. a description of proposed supplemental instructional services and support that will be provided to the student to remediate the identified reading deficiencies;
- C. opportunities for the student's parent/guardian to be involved in the instructional services;
- D. a process to monitor the implementation of the student's instructional services;
- E. a reading curriculum during regular school hours that assists students to read at grade level, provides scientifically based and reliable assessments, and provides initial and ongoing analysis of each student's reading progress; and
- F. ~~a statement that unless the student attains the appropriate level of reading competency by the end of Grade 3, the student may be retained in third grade.~~ **a statement that if the student does not attain at least the equivalent level of achievement pursuant to R.C. 3301.0710(A), the student may be retained in third grade.**

Such intervention or remediation services shall include intensive, explicit, systematic instruction, and instruction in phonetics pursuant to rules adopted by the State Board of Education.

Reporting Requirements

All assessment results and determinations shall be compiled and maintained by the District. The District shall comply with all reporting requirements of Ohio's Third Grade Reading Guarantee.



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Promotion/Retention

~~For any student who enters third grade prior to July 1, 2013, and attains a score in the range designated by statute (R.C. 3301.0710(A)(3)) on the third-grade reading achievement test, the District shall do one of the following:~~**For any student who enters third grade prior to July 1, 2013, and does not attain at least the equivalent level of achievement designated by R.C. 3301.0170(A)(3) on the third-grade reading achievement test, unless the student is excused from taking the assessment pursuant to R.C. 3301.0711(C), the District shall do one of the following:**

- A. promote the student to fourth grade if the student's Principal and reading teacher agree that other evaluations of the student's skill in reading demonstrate that the student is academically prepared to be promoted to the fourth grade
- B. promote the student to fourth grade, but provide the student with "intensive" intervention services in fourth grade
- C. retain the student in the third grade

For any student who does not attain by the end of the third grade at least a score in the range designated by statute in the reading test prescribed under R.C. 3301.0710(A)(2)(c), the District shall offer intensive remediation services during the summer following third grade.



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~~Beginning with students who enter the third grade in the 2013-2014 school year, no student shall be promoted to the fourth grade who attains a score in the range designated by R.C. 3310.0710(A)(3) on the assessment prescribed to measure skill in English language arts (ELA) expected at the end of third grade unless one of the following applies:~~

Beginning with students who enter the third grade in the 2013-2014 school year, no student shall be promoted to the fourth grade who does not attain at least the equivalent level of achievement designated by R.C. 3310.0710(A)(3) on the assessment prescribed to measure skill in English language arts (ELA) expected at the end of third grade unless the student is excused from taking the assessment pursuant to R.C. 3301.0711(C) or one (1) of the following applies:

- A. the student is limited English proficient student who has been enrolled in United States schools for less than ~~two (2)~~ **three (3)** full school years and has had less than ~~two (2)~~ **three (3)** years of instruction in an English as a second language program; or
- B. the student is a child with a disability entitled to special education and related services under R. C. Chapter 3323 and the student's individualized education program (IEP) exempts the student from retention under State law; or
- C. the student demonstrates an acceptable level of performance on an alternative standardized reading assessment as determined by the Ohio Department of Education (ODE); or
- D. all of the following apply:
 - 1. The student is a child with a disability entitled to special education and related services under R.C. Chapter 3323.
 - 2. The student has taken the third grade English language arts achievement assessment, as prescribed.
 - 3. The student's IEP or Section 504 Plan shows that the student has received intensive remediation in reading for two (2) school years, but still demonstrates a deficiency in reading.



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4. The student previously was retained in any of grades kindergarten to three.

or

- E. the student received intensive remediation for reading for two (2) school years but still demonstrates a deficiency in reading and was previously retained in any of grades kindergarten to three. Any such student shall continue to receive intensive reading instruction in grade four. The instruction shall include an altered instructional day that includes specialized diagnostic information and specific research-based reading strategies that have been successful in improving reading among low-performing readers.

A student retained under the provisions of the Third Grade Reading Guarantee and this policy shall be considered for mid-year promotion if that student demonstrates that s/he is reading at or above grade level, in accordance with the provisions of Policy 5410 – Promotion, Academic Acceleration, Placement, and Retention. Such action shall be considered in consultation with the parent/guardian and the Student Intervention Team and with the concurrence of the building administrator.

Intensive Remediation Services

Remediation services for students on reading improvement and monitoring plans shall be research-based reading strategies that have been shown to be successful in improving reading among low-performing readers.

If a student is retained by the Third Grade Reading Guarantee, the student must be provided intense remediation services until s/he is able to read at grade level. The remediation services must include intense interventions and consist of at least ninety (90) minutes of reading instruction daily.

The District shall provide the option for students to receive reading intervention services from one or more providers other than the District. Both the District and ODE have the authority to screen and approve such providers.



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Interventions for students who have been retained may include:

- A. small group instruction;
- B. reduced student-teacher ratios;
- C. more frequent progress monitoring;
- D. tutoring or mentoring;
- E. transition classes containing third and fourth grade students;
- F. summer reading camp; or
- G. extended school day, week, or year.

Intensive remediation services shall be targeted to the student's identified reading deficiency.

Nothing in this policy shall prevent the District from assigning a teacher to teach reading to any student who is an English language learner, and has been in the United States for three (3) years or less, or to a student who has an individualized education program ("IEP"), if that teacher holds an ODE-approved alternative credential or has successfully completed ODE-approved training that is based on principles of scientifically research-based reading instruction.

This policy shall be reviewed and updated periodically as necessary.

R.C. 3301.079, 0710, .0711, .0714, .0715, 3313.608, 3313.608(D), 3313.6012
A.C. 3301-13, 3301-35

New Document



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one addition?

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REVISED POLICY - VOL. 32, NO. 1

EMPLOYMENT OF PROFESSIONAL STAFF

The Board of Education recognizes that it is vital to the successful operation of the District that positions created by the Board be filled with highly qualified and competent personnel.

The Board shall approve the employment, and also, when not covered by the terms of a negotiated, collectively-bargained agreement, fix the compensation and establish the term of employment for each professional staff member employed by the Board.

Individuals employed in the following categories shall be considered members of the professional staff:

teachers

adm

supervisors

directors

N

Such approval shall be given only to those candidates for employment recommended by the Superintendent **or by another individual designated by the Board in the event that the Superintendent's nomination would be a violation of R.C. 2921.42.**

Relatives of Board members may be employed by the Board, provided a member of the Board does not participate in any way in the discussion or vote on the employment when a conflict of interest is involved.



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Relatives of staff members may be employed by the Board, provided the staff member being employed is not placed in a position in which s/he is supervised directly by the relative staff member.

- ☐ The Board will not employ (but may reemploy) the
- ☐ children, siblings, spouse, parents, in-laws, or bona fide dependents (IRS criteria) of a Board member.
 - ☐ children, siblings, spouse, parents, in-laws, or bona fide dependents (IRS criteria) of a regular full-time professional staff member.

☒ Applications for employment will not be accepted from any current Board member. If a Board member wishes to apply for a position, his/her resignation must be accepted by the Board prior to submitting an application and the Board member must not use or attempt to use his/her official authority or influence to secure the employment position.

☒ Any professional staff member's intentional misstatement of fact material to qualifications for employment or the determination of salary shall be considered by this Board to constitute grounds for dismissal.

☒ The employment of professional staff members prior to approval by the Board is authorized when their employment is required to maintain continuity in the educational program. Employment shall be recommended to the Board at the next regular meeting.

☒ No candidate for employment as a professional staff member shall receive recommendation for such employment without having proffered visual evidence of proper licensing or that application for such licensing is in process. Said licensing shall meet the minimum requirements of State law for the position for which s/he is being recommended.



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N

The Superintendent may, however, recommend to the Board the employment of an unlicensed person if s/he holds a baccalaureate degree and is a veteran of the Armed Forces of the United States and has been honorably discharged within the last three (3) years, and while in the armed services, had meaningful experience as a teacher or instructor, and the right to teach without a license has not been revoked by the Superintendent of Public Instruction.

If such a person is employed, s/he shall be considered to be eligible for and must fulfill the professional development standards required of other professional staff members.

If the Superintendent, after proper investigation, determines that the person no longer should have the right to teach, s/he may be terminated without regard to R.C. 3319.11 and R.C. 3319.16.

Professional staff must also pass a background check performed by the Bureau of Criminal Identification and Investigation and the Federal Bureau of Investigation (see Policy 3121).

The Superintendent shall prepare administrative guidelines for the recruitment and selection of all professional staff.

REQUIREMENTS FOR TEACHERS

All teachers shall be "highly qualified."

"Highly Qualified" means:

- A. Full State certification as a teacher (including an alternative educator license) or passed State teacher licensing exam and holds current license to teach; certification or license requirements may not be waived on a temporary basis



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- B. For elementary teachers new to the profession, this also requires:
1. at least a bachelor's degree
 2. passing a rigorous State test on subject knowledge and teaching skills in reading, writing, math, and other areas of elementary curriculum (State certification test may suffice)
- C. For secondary or middle school teachers new to the profession this also requires:
1. at least a bachelor's degree, and
 2. passing a rigorous State test in each of the subject areas s/he will teach (State certification test may suffice), or
 3. for each academic subject taught, having an academic major, course work equivalent to an undergraduate major, a graduate degree, or advanced certification or credentialing
- D. For elementary, middle, or secondary school teachers with prior experience, this also requires:
1. at least a bachelor's degree, and
 2. meets standards for new teachers (above), or
 3. demonstrates competence in all academic subjects s/he teaches based on a uniform State standard of evaluation (standard for academic subject matter and teaching skills set by the State)

R.C.2909.34, 2921.01, 2921.42, 3319.02, 3319.07, 3319.11
R.C. 3319.23 - .282, 3319.283, 3319.301, 3319.39
20 U.S.C. 6319
20 U.S.C. 7801

New Document

Attachment 8 has been tabled for further review.

New Document



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ATTACHMENT 9

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STUDENTS
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REVISED POLICY - VOL. 32, NO. 1

ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS

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

The Board shall provide tuition-free education for the benefit of children at least five (5) but under twenty-two (22) years of age whose parents reside in the District and such others as may be eligible pursuant to Federal and/or State law and the policies of the Board, including disabled preschool children who are at least three (3) years of age but not of compulsory school age and who are not currently enrolled in kindergarten.

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

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

In accordance with State law, the grandparent shall be considered the "parent" of the child who is the subject of the power of attorney (Form 5111 F7) or caretaker authorization affidavit (Form 5111 F8). The child may attend the schools of this District (Form 5111 F9) unless the power of attorney or caretaker authorization form was created for the sole purpose of enrolling the child in the District so that the child may participate in the academic or interscholastic programs of this District or another reason exists to exclude the child under State law. Additionally, the child may attend the schools of the District until the power of attorney or caretaker authorization affidavit terminates upon the occurrence of one (1) of the following events:

- A. ~~one (1) year elapses following the date the document is notarized;~~
- BA. the child ceases to reside with the grandparent(s);



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CB. the document is terminated by court order; or

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

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

The Board reserves the right to verify each student's residency and other conditions of eligibility for tuition-free education as well as the validity of the claim of any student to an education in the District. In addition, if a student has recently been discharged or released from the custody of the Department of Youth Services (DYS) and is seeking admittance or re-admittance into the District, such students will not be admitted until the records required to be released by DYS to the Superintendent have been received (see AG 5111 for listing of required records). Within twenty-four (24) hours of admission into the District, the Superintendent shall request a copy of the student's school records from the school the student most recently attended.



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Nonresident Eligibility for Tuition-Free Education

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

- A. A child whose parent has signed a contract to buy or build a house in this District and provides proper sworn statements shall be enrolled without payment of tuition for a period not to exceed ninety (90) days. The Superintendent is authorized to determine the number of days. The parent shall provide:
 - 1. a sworn statement explaining the situation, the location of the house being purchased or built, and stating the parent's intention to reside there upon its completion; and
 - 2. a statement from the builder that the house is being built for the parent and its location or a statement from a real estate broker or bank officer confirming that the parent has a contract to purchase, that the parent is waiting upon a closing date, and that the house is at the location identified in the parent's sworn statement.

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

- B. Children under a shared-parenting plan establishing both parents as "residential parents" when the child is residing with the parent, if one (1) parent resides in the District. If a student resides in another school district but attends school in this District (where one (1) parent resides), it is the obligation of the parents to provide transportation for that student from the home of the nonresident parent. Where a court has vested legal custody with only one (1) parent, the child is entitled to attend school tuition-free only in the district in which the custodial parent resides.
- C. A child under the age of eighteen (18) years of age who is married and resides in the District.



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- D. Students between the ages of eighteen (18) and twenty-two (22) who support themselves by their own labor, live apart from their parents, reside in the District, and have not successfully completed the District's high school program or their I.E.P.
- E. Students who are considered by Federal law to be illegal aliens and/or homeless students who are required to be admitted by Federal law and in accordance with State guidelines.
- F. A child with a medical condition that may require emergency medical attention providing a parent is employed in the District and submits the proper certification required by the Board, including a medical statement from the child's physician.
- G. A child, living with a resident other than a parent and whose parent is in the armed services outside the State of Ohio, providing the child's parent submits the appropriate affidavit stating that the parent is in the armed forces outside the State of Ohio, intends to reside in the District upon return to the State, and provides the name and address of the person with whom the child will reside. The child may attend school in the District tuition-free for a period not to exceed twelve (12) months. If the parent does not intend to reside in the District, the child may attend school as a tuition student only.
- H. A student who is living with a parent under the care of a shelter program for victims of domestic violence located in the District.
- I. A nonresident child who has been or is currently being placed for adoption with a resident of this District, unless the adoption has been terminated or another district is required to educate the child.
- J. Any student who enrolls in the District under the District's open enrollment policy.



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Optional Tuition-Free Education

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

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

1. in the legal custody of their parent;
2. residing with a resident grandparent; and
3. not in need of special education, provided the Board and the board of education of the child's district of residence enter into a written agreement specifying there is good cause for the transfer, describing the nature of the good cause, and consenting to the attendance.

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

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

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



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- () Any member of the District's classified staff who wishes to participate in a vocational education program related to his/her position that is offered by the District or the JVS, providing s/he is authorized for admission by the Superintendent.
- () Any resident of the District who, although not otherwise eligible, meets the criteria for free admission as established by the State Board of Education.
- () Twelfth grade students whose parents move out of the District after the commencement of classes shall be allowed to attend school tuition-free for the remainder of the current year and one (1) additional semester.
- () The Superintendent may allow a student to remain in school beyond the additional semester, if, in his/her opinion, the student is making adequate progress toward completion of the high school program or I.E.P. but, due to circumstances such as illness, personal hardship, family responsibilities, or the need to work part-time has been unable to complete the program or I.E.P. within the school year and/or one (1) additional semester.
- () Natural or legally-adopted children of full-time staff members who reside outside the District provided proper application, prior to the first day of school, has been made. **[NOTE: REFER TO TERMS OF APPLICABLE COLLECTIVE BARGAINING AGREEMENTS]**
- () A nonresident student under the age of twenty-two (22) is entitled to attend school in the District if the superintendent of the student's district of residence and the Superintendent enter into a written agreement consenting to the attendance and specifying that the purpose of the attendance is to protect the student's physical or mental well-being or to deal with other extenuating circumstances deemed appropriate by the superintendents.



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

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

(1) A student whose parent is a full-time employee of an educational service center, provided his/her parent's job is primarily located in the District, in the same manner that it enrolls a child whose parent is a full-time employee of the District. **[NOTE: REFER TO TERMS OF APPLICABLE COLLECTIVE BARGAINING AGREEMENTS]**

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

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



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[] Optional Enrollment

A student under twenty-two (22) years of age who is lawfully in attendance may continue to attend school in the District if, at any time following the end of the first full-week of October of the school year, the child or the child's parent has relocated to a new address located outside of the District but within the same county as the child's or the parent's address immediately prior to the relocation. In such case, the child may continue to attend school in the District, and at the school to which the child was assigned at the end of the first full week of October of the current school year, for the balance of the school year, only if the following conditions are met:

- A. the District to which the child or child's parent has relocated, which must be within the same county as the child's or the parent's address immediately prior to the relocation, has likewise adopted a policy to enroll children as described in this section;
- B. the child's parent provides written notification of the relocation outside of the District to the Superintendent of each of the two (2) school districts.

Any person or entity owing tuition to the District on behalf of the child at the end of the first full week in October, as provided in State law, shall continue to owe such tuition to the District for the child's attendance pursuant to this section for the lesser of the balance of the school year or the balance of the time that the child attends school in the District under this section. If the child's attendance was tuition-free prior to moving to his/her new district of residence, the child may continue to attend tuition-free for the remainder of the school year.

Transportation for a child attending school pursuant to this section shall be provided in accordance with any agreement regarding transportation that exists between this District and the student's new district of residence, or, if no such agreement exists, in the same manner as for students attending under open enrollment.



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Students Suspended or Expelled from Other District :

*Use current language
Students suspended or expelled
from other districts will not be
granted admission to the Revere
Local School District.*

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

Mandatory Admission / Payment of Tuition

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

- A. the student is in the legal or permanent custody of a governmental agency or a person other than his/her natural or adoptive parents;
- B. the student resides in a home as defined by State law;
- C. the student requires special education;
- D. the child resides in the District and the child's parent is in a residential facility, correctional facility, or juvenile placement and the other parent, if living and not in such a facility or placement, is not known to reside in this State.

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



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The Superintendent shall develop administrative guidelines for the enrollment of nonresident children which:

- () admit such children only on the proper application of the parent or guardian, release by the board of education of residency, if required; and the approval of the Board;
- () do not exclude any child, otherwise eligible, on the basis of such child's race, color, national origin, sex (—) (including sexual orientation and transgender identity), disability, religion, or ancestry;
- () verify claims of residency;
- () deny admission where the educational program maintained for the children of this District is inadequate to meet the needs of the applicant;
- () make continued enrollment of any nonmandatory nonresident, regular-education student contingent upon maintaining good standards of citizenship and discipline.

The Superintendent shall:

- () recommend to the Board for their approval the admission of qualified applicants.
- () report to the Board at each regular meeting for its information and consent the enrollment of each nonresident student.



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Tuition rates shall be determined as required by Ohio Statutes.

Tuition shall be charged

☐ monthly, in advance of attendance.

☐ _____ [other].

R.C. 3313.48, 3313.64, 3313.645, 3313.649, 3313.65, 3313.66, 3313.90, 3313.97

R.C. 3313.98, 3317.08, 3317.081, 3321.01(B), 3321.03, 3323.141

R.C. 3327.04, 3327.05, 3327.06, 2152.18, 5139.05, 3313.672, 3313.533

A.C. 3301-42-01

42 U.S.C. 11431 et seq.

New Document



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ATTACHMENT 10

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REVISED POLICY - VOL. 32, NO. 1

STUDENT ACCIDENTS

The Board of Education believes that school personnel have certain responsibilities in case of accidents which occur in school. Said responsibilities extend to the administration of first aid by persons trained to do so, summoning of medical assistance, notification of administrative personnel, notification of parents, and the filing of accident reports.

Employees should administer first aid within the limits of their knowledge of recommended practices. All employees should make an effort to increase their understanding of the proper steps to be taken in the event of an accident.

The Superintendent shall develop administrative guidelines to include the reporting of accidents, when appropriate.

On an annual basis, physical education teachers and coaches of intramural athletics shall review the Ohio Department of Health's concussion information sheet.

Physical education teachers and coaches of intramural athletics shall remove from P.E. class participation or the intramural athletic activity any student who exhibits signs, symptoms, or behaviors consistent with having sustained a concussion or head injury. The Principal shall notify parents or guardians about the possible concussion or head injury. See also Policy 2431 Interscholastic Athletics.



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Any student who has been removed from a P.E. class, or intramural athletic practice or competition, by a teacher, coach, or referee because he/she has exhibited signs, symptoms, or behaviors consistent with having sustained a concussion or head injury shall not be permitted to return to any P.E. class, or intramural athletic practice or competition, for which the teacher, coach, or referee is responsible until both of the following occur:

- A. The student's condition is assessed by a physician () or other health care provider authorized by the Board, in accordance with requirements set forth in R.C. 3313.539(E)(2), to assess such a student.
- B. The student receives written clearance that it is safe to return to the P.E. class, or intramural athletic practice or competition, from a physician () or other health care provider authorized by the Board, in accordance with requirements set forth in R.C. 3313.539(E)(2), to grant a such a clearance.

R.C. 2305.23 (Good Samaritan), 3313.20, 3313.539



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REVISED POLICY - VOL. 32, NO. 1

CARE OF SCHOOL PROPERTY

The Board of Education believes that the schools should help students learn to respect property

✓ and develop feelings of pride in community institutions.

The Board charges each student with responsibility for the proper care of school property and the school supplies and equipment entrusted to his/her use.

Students who cause damage to school property shall be subject to disciplinary measures, and their parents shall be financially liable for such damage to the extent of the law,

✓ except that students eighteen (18) years of age or older shall also be liable for damage they cause.

The Board authorizes the imposition of fines for the loss, damage or destruction of school equipment, apparatus, musical instruments, library material, textbooks, and for damage to school buildings

✓ and reserves the right, **to the extent permitted by law**, to withhold a report card or credits from any student whose payment of such fine is in arrears.

✓ The Board may report to the appropriate juvenile authorities any student whose damage of school property has been serious or chronic in nature.

A reward may be offered by the Board for the apprehension of any person who vandalizes school property.

The Superintendent shall develop administrative guidelines to implement this policy.

| R.C. 2151.272, 2151.411, 3109.09, 3313.173, 3313.642

New Document



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ATTACHMENT 12

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REVISED POLICY - VOL. 32, NO. 1

BULLYING AND OTHER FORMS OF AGGRESSIVE BEHAVIOR

M The Board of Education is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community.

Harassment, intimidation, or bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse, and violence within a dating relationship. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property, on a school bus, or while enroute to or from school, and those occurring off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, in a school vehicle, or where an employee is engaged in school business.

This policy has been developed in consultation with parents, District employees, volunteers, students, and community members as prescribed in R.C. 3313.666 and the State Board of Education's Model Policy.

Harassment, intimidation, or bullying means:

- A. any intentional written, verbal, electronic, or physical act that a student or group of students exhibits toward another particular student(s) more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s); or
- B. violence within a dating relationship.



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"Electronic act" means an act committed through the use of a cellular telephone, computer, pager, personal communication device, or other electronic communication device.

Aggressive behavior is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well being. This type of behavior is a form of intimidation and harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. It would include, but not be limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name calling, taunting, making threats, and hazing.

Harassment, intimidation, or bullying also means cyberbullying through electronically transmitted acts (i.e., internet, e-mail, cellular telephone, personal digital assistance (PDA), or wireless hand-held device) that a student(s) or a group of students exhibits toward another particular student(s) more than once and the behavior both causes mental and physical harm to the other student and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s).

Any student or student's parent/guardian who believes s/he has been or is the victim of aggressive behavior should immediately report the situation to the Building Principal or assistant principal, or the Superintendent. The student may also report concerns to teachers and other school staff who will be responsible for notifying the appropriate administrator or Board official. Complaints against the Building Principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior directed toward a student. Reports may be made to those identified above.

All complaints about aggressive behavior that may violate this policy shall be promptly investigated. The Building Principal or appropriate administrator shall prepare a written report of the investigation upon completion. Such report shall include findings of fact, a determination of whether acts of harassment, intimidation, and/or bullying were verified, and, when prohibited acts are verified, a recommendation for intervention, including disciplinary action shall be included in the report. Where appropriate, written witness statements shall be attached to the report.



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If the investigation finds an instance of harassment, intimidation, and/or bullying/cyberbullying by an electronic act or otherwise, has occurred, it will result in prompt and appropriate remedial and/or disciplinary action. This may include suspension or up to expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers, and contractors, and removal from any official position and/or a request to resign for Board members. Individuals may also be referred to law enforcement officials.

If, during an investigation of a reported act of harassment, intimidation and/or bullying/cyberbullying, the Principal or appropriate administrator believes that the reported misconduct may have created a hostile learning environment and may have constituted unlawful discriminatory harassment based on a Protected Class, the Principal will report the act of bullying and/or harassment to one of the Anti-Harassment Compliance Officers so that it may be investigated in accordance with the procedures set forth in Policy 5517 - Anti-Harassment.

Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of aggressive behavior is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as aggressive behavior. Retaliation may result in disciplinary action as indicated above.

Deliberately making false reports about harassment, intimidation, bullying and/or other aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Deliberately making false reports may result in disciplinary action as indicated above.

If a student or other individual believes there has been aggressive behavior, regardless of whether it fits a particular definition, s/he should report it and allow the administration to determine the appropriate course of action.

The District shall implement intervention strategies (AG 5517.01) to protect a victim or other person from new or additional harassment, intimidation, or bullying and from retaliation following such a report.



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This policy shall not be interpreted to infringe upon the First Amendment rights of students (i.e., to prohibit a reasoned and civil exchange of opinions, or debate, that is conducted at appropriate times and places during the school day and is protected by State or Federal law).

The complainant shall be notified of the findings of the investigation, and as appropriate, that remedial action has been taken. If after investigation, acts of bullying against a specific student are verified, the Building Director or appropriate administrator shall notify the custodial parent/guardian of the victim of such finding. In providing such notification care shall be taken to respect the statutory privacy rights of the perpetrator of such harassment, intimidation, and/or bullying.

If after investigation, acts of harassment, intimidation, and/or bullying by a specific student are verified, the Building Director or appropriate administrator shall notify in writing the custodial parent/guardian of the perpetrator of that finding. If disciplinary consequences are imposed against such student, a description of such discipline shall be included in the notification.

Complaints

Students and/or their parents/guardians may file reports regarding suspected harassment, intimidation, or bullying. Such reports shall be reasonably specific including person(s) involved, number of times and places of the alleged conduct, the target of suspected harassment, intimidation, and/or bullying, and the names of any potential student or staff witnesses. Such reports may be filed with any school staff member or administrator, and they shall be promptly forwarded to the Building Director for review, investigation, and action.

Students, parents/guardians, and school personnel may make informal or anonymous complaints of conduct that they consider to be harassment, intimidation, and/or bullying by verbal report to a teacher, school administrator, or other school personnel. Such complaints shall be reasonably specific including person(s) involved, number of times and places of the alleged conduct, the target of suspected harassment, intimidation, and/or bullying, and the names of any potential student or staff witnesses. A school staff member or administrator who receives an informal or anonymous complaint shall promptly document the complaint in writing, including the information provided. This written report shall be promptly forwarded by the school staff member and/or administrator to the Building Director for review, investigation, and appropriate action.



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Individuals who make informal complaints as provided above may request that their name be maintained in confidence by the school staff member(s) and administrator(s) who receive the complaint. Anonymous complaints shall be reviewed and reasonable action shall be taken to address the situation, to the extent such action may be taken that (1) does not disclose the source of the complaint, and (2) is consistent with the due process rights of the student(s) alleged to have committed acts of harassment, intimidation, and/or bullying.

When an individual making an informal complaint has requested anonymity, the investigation of such complaint shall be limited as is appropriate in view of the anonymity of the complaint. Such limitation of investigation may include restricting action to a simple review of the complaint subject to receipt of further information and/or the withdrawal by the complaining student of the condition that his/her report be anonymous.

Privacy/Confidentiality

The School District will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations. All records generated under this policy and its related administrative guidelines shall be maintained as confidential to the extent permitted by law.

Reporting Requirement

At least semi-annually, the Superintendent shall provide to the President of the Board a written summary of all reported incidents and post the summary on the District web site (if one exists). The list shall be limited to the number of verified acts of harassment, intimidation, and/or bullying, whether in the classroom, on school property, to and from school, or at school-sponsored events.

Allegations of criminal misconduct and suspected child abuse will be reported to the appropriate law enforcement agency and/or to Child Protective Services in accordance with statute. District personnel shall cooperate with investigations by such agencies.



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Immunity

A School District employee, student, or volunteer shall be individually immune from liability in a civil action for damages arising from reporting an incident in accordance with this policy and R.C. 3313.666 if that person reports an incident of harassment, intimidation, and/or bullying promptly, in good faith, and in compliance with the procedures specified in this policy. Such immunity from liability shall not apply to an employee, student, or volunteer determined to have made an intentionally false report about harassment, intimidation, and/or bullying.

Notification

Notice of this policy will be **annually** circulated to and posted in conspicuous locations in all school buildings and departments within the District and discussed with students, as well as incorporated into the teacher, student, and parent/guardian handbooks. At least once each school year a written statement describing the policy and consequences for violations of the policy shall be sent to each student's custodial parent or guardian.

☒ The statement may be sent with regular student report cards or may be delivered electronically.

The policy and an explanation of the seriousness of bullying by electronic means shall be made available to students in the District and to their custodial parents or guardians.

State and Federal rights posters on discrimination and harassment shall also be posted at each building. All new hires will be required to review and sign off on this policy and the related complaint procedures.



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Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of aggressive behavior, including bullying and violence within a dating relationship. The Superintendent or designee shall provide appropriate training to all members of the School District community related to the implementation of this policy and its accompanying administrative guidelines. All training regarding the Board's policy and administrative guidelines about aggressive behavior and bullying in general, will be age and content appropriate.

Annually, the District shall provide all students enrolled in the District with age-appropriate instruction regarding the Board's policy, including a written or verbal discussion of the consequences for violations of the policy () to the extent that State or Federal funds are appropriated for this purpose.

Students in grades seven (7) through twelve (12) shall receive age-appropriate instruction in dating violence prevention education, including instruction in recognizing dating violence warning signs and characteristics of healthy relationships. Parents, who submit a written request to the Building Director to examine the dating violence prevention instruction materials used in the school, will be afforded an opportunity to review the materials within a reasonable period of time.

The District shall provide training, workshops, and/or courses on this policy for school employees and volunteers who have direct contact with students, () to the extent that State or Federal funds are appropriated for these purposes. Time spent by school staff in these training programs shall apply toward mandated continuing education requirements.

In accordance with Board Policy 8462, the Superintendent shall include a review of this policy on bullying and other forms of harassment in the required training in the prevention of child abuse, violence, and substance abuse and the promotion of positive youth development.



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The Superintendent shall develop administrative guidelines to implement this policy. Guidelines shall include reporting and investigative procedures, as needed. The complaint procedure established by the Superintendent shall be followed.

R.C. 3313.666, 3313.667

State Board of Education Model Policy (2007)

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REVISED POLICY - VOL. 32, NO. 1

ENVIRONMENTAL HEALTH AND SAFETY ISSUES

The Board of Education recognizes its responsibility relative to student, employee, and visitor health and safety, and the need for development of a comprehensive program designed to provide a healthy, safe, and secure environment on District property and at District-sponsored activities. To achieve this, it is the intent of the Board that the District will avail itself of the most current, proven technologies in the fields of health, safety, and environmental sciences.

STUDENT, EMPLOYEE, AND VISITOR HEALTH AND SAFETY

The District shall develop and implement an environmental health and safety program that is positive, proactive, integrates responsibilities within the District, and promotes and incorporates the following:

- A. Procedures describing a hazard identification and abatement program that requires the periodic inspection of District facilities, the implementation of immediate and programmed corrective actions when deemed necessary by such inspections, and the development of a District-wide hazard reporting procedure that enables employee/stakeholder participation. This program should also provide procedures for identifying and responding to hazards that are created by outside entities, inspecting activities of contractors, and inspecting new facilities to determine whether or not appropriate requirements for environmental health and safety have been met.
- B. Procedures that promote environmental health and safety awareness among employees, students, and stakeholders. These procedures shall include, but not be limited to, the establishment of school and District safety committees, and the establishment of a program of regular communication with students, employees, and stakeholders about pertinent safety and health issues through available mediums in the District.



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- C. Procedures directed toward the safety and health of students during transportation to and from school, at school, and during participation in school-related activities. These procedures shall include, but not be limited to, promoting bus safety for students, assessing the safety of school traffic patterns, operating school clinics, administering medication and medical treatment, promoting laboratory and shop safety, promoting safety in sports and other outdoor activities, inspecting playground equipment and promoting safety on playgrounds, and assessing environmental exposure.
- D. Procedures related to District employee health and safety issues that include, but are not limited to, provision of work areas free from recognized hazards and OSHA-related programs that are required by Federal and State law, such as, employee safety and health training and training in hazard recognition, and defining employer and employee responsibilities and expectations related to health and safety.
- E. Procedures describing an accident reporting and investigation system that provides for identification of root causes, determination of remedial and programmed corrective actions, and provides communication about accidents to employees and stakeholders.
- F. Procedures that detail plans for foreseeable emergencies and fire prevention.

PHASE-OUT/BANNED PRODUCTS

The Superintendent shall require that any chemicals, insecticides, or other materials that the Federal government is phasing out and/or banning by a certain date be immediately banned from use on Board property.

~~ANIMALS IN CLASSROOMS~~

~~Use of animals in classrooms shall be limited to that necessary to support the educational mission, taking into consideration that some animals can cause or exacerbate allergic reactions, spread bacterial infections, or cause damage and create a hazard if they escape from confinement. Animals in classrooms shall be kept in a healthy condition in appropriate cages or tanks, which are kept clean (see AG 8405A).~~



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~~Owners of pets (see AG 8405A) and service animals (see AG 9160B) brought on school property are liable for any harm or injury caused by the animal to other students, staff, visitors, and/or property.~~

INDOOR ENVIRONMENTAL QUALITY (IEQ)

The Board recognizes that excessive moisture levels within the schools can lead to conditions that are optimum for the development of biological contaminants, such as mold and fungi on building surfaces. The Board further recognizes that the presence of these contaminants can be harmful on contact with respiratory tissue.

Contributing factors to excessive moisture levels include the following:

- A. roof leaks
- B. structural defects in the building
- C. improperly controlled humidity levels
- D. faulty HVAC systems

As preventative measures, the District shall do the following:

- A. address prevention of water intrusion as a priority indoor air quality (IAQ) issue and implement strategies toward its elimination
- B. maintain environmental conditions in occupied areas that are in compliance with applicable regulations and strive to conform to consensus industry standards
- C. implement a preventative maintenance program for HVAC systems which shall include, but not be limited to, periodic filter replacement, inspection, cleaning and disinfecting processes, and procedures to eliminate the contribution to indoor air quality problems caused by this equipment



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- D. implement a system for insuring materials used and purchased for use in the construction, furnishing and maintenance, including cleaning of facilities, do not contribute to the health hazards to employees and students by degrading the quality of indoor air

In addition, activities that create indoor air quality health hazards shall not be permitted

In addition, the Superintendent shall develop administrative guidelines for the proper monitoring of the factors that contribute to excessive moisture and for the development of mitigation plans when, and if, problems with IAQ are identified (see AG 8405).

DIESEL EXHAUST AND SCHOOL BUS IDLING

In accordance with the Environmental Protection Agency's initiative to reduce pollution that is caused by school buses on school property, the Board will take the recommended steps to reduce the negative effect of diesel exhaust on indoor and outdoor air quality on school campuses. This effort shall include, but not be limited to, reducing bus idling time and reinforcing smart driving practices.

The Superintendent shall develop the administrative guidelines necessary to establish these practices in the District (see AG 8615).



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POLLUTION CONTROL AND PREVENTION

In an effort to comply with environmental policy and applicable regulations, the District shall develop and implement procedures designed to prevent air and water pollution, minimize or eliminate waste streams where possible, and identify possible sources of air and water pollution.

SEE ALSO THE FOLLOWING RELATED POLICIES:

- Policy 7430 - Risk Reduction Program
- Policy 8410 - Crisis Intervention
- Policy 8420 - Emergency Situations at Schools
- Policy 8431 - Preparedness for Toxic Hazard and Asbestos Hazard
- Policy 8442 - Reporting Accidents
- Policy 8450 - Control of Casual-Contact Communicable Diseases
- Policy 8453 - Direct Contact Communicable Diseases
- Policy 8453.01 - Control of Blood-Borne Pathogens

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REVISED POLICY - VOL. 32, NO. 1

PUBLIC ATTENDANCE AT SCHOOL EVENTS

The Board of Education welcomes and encourages members of the community to attend athletic and other public events held by the schools in the District. Due to the need to maintain order and preserve the facilities of the District during the conduct of such events, the Board retains the right to bar the attendance of or remove any person whose conduct may constitute a disruption at a school event. School administrators are expected to call law enforcement officials if a person violates posted regulations or does not leave school property when reasonably requested. In accordance with Board Policy 7440 and AG 7440B, administrators may use metal detectors and other devices to protect the safety and well-being of participants and visitors.

- ☒ No alcoholic beverage or other controlled substance may be possessed, consumed, or distributed
 - ☒ at any function sponsored by the District.
 - ☒ at any function occurring on Board property.
- ☒ Raffles and similar forms of fund-raising by District-related organizations may be permitted by the Superintendent in accordance with Policy 9211 - District Support Organizations and Policy 9700 - Relations with Special Interest Groups.

No qualified person with a disability will, because the District's facilities are inaccessible to or unusable by persons with disabilities, be denied the benefits of, be excluded from participation in, or otherwise be subjected to discrimination under any program or activity to which Section 504/ADA applies.

For facilities constructed or altered after June 3, 1977, the District will comply with applicable accessibility standards. For those existing facilities constructed prior to June 3, 1977, the District is committed to operating its programs and activities so that they are readily accessible to persons with disabilities. This includes, but is not limited to, providing accommodations to parents with disabilities who desire access to their child's educational program or meetings pertinent thereto.



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If a student or adult is asked to leave or is removed from a school event, no admission fees shall be refunded.

Individuals with disabilities shall have an equal opportunity to purchase tickets for events that have been sanctioned or approved by the Board in accordance with the provisions of the Americans with Disabilities Act, as amended.

Further, in accordance with the provisions of the Americans with Disabilities Act, as amended, the Board shall permit individuals with disabilities to be accompanied by their service animals in all areas of the District's facilities where members of the public, as participants in services, programs or activities, or as invitees, are allowed to go. (See **Policy 8390** also AG-9160B)

Smoking and/or the use of tobacco and/or tobacco substitute products is prohibited at any time within any enclosed facility owned or leased or contracted for by the Board, and in areas directly or indirectly under the control of the Board immediately adjacent to locations of ingress or egress to such facilities. Such prohibition also applies to:

☒ school grounds,

☒ any school-related event,

☐ except at designated times

☐ and in designated areas as defined in statute and by Ohio's Smoke Free Workplace Program.

The Board is aware of the increasing desire of many parents and other members of an audience to make audio and/or video recordings of school events.

Such recordings can be made by parents or other members of the audience without restriction if the performance is not of copyrighted material. However, if the performance is of copyrighted material, recording can be made if the appropriate license authorizing such recordings has been secured in advance by the District. If the performance is of copyrighted material and the necessary license has not been secured in advance by the District, the audience shall be advised before the performance begins that audio and/or video recordings that will be re-broadcast or distributed in any way, such as posting on the internet, are prohibited.



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The Board authorizes the Superintendent to establish rules and procedures governing the use of nondistrict audio/visual recording equipment at any District-sponsored event or activity. Such rules are to be distributed in such a manner that members of the audience who wish to record the event are aware of the rules early enough to make proper arrangements to obtain their recordings without causing delay or disruption to an activity.

Any person or organization seeking to film students or a school activity which is not a public event, must obtain prior permission from the Superintendent.

All notices, signs, schedules, and other communications about school events must contain the following statement:

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

R.C. 955.43, 1716.02, 1716.03

28 C.F.R. Part 35

29 U.S.C. 794, Section 504 of the Rehabilitation Act of 1973, as amended

34 C.F.R. Part 104

42 U.S. C. 12101 et seq., Americans with Disabilities Act of 1990, as amended

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REVISED POLICY - VOL. 32, NO. 1

EQUIVALENT EDUCATION OUTSIDE THE SCHOOLS
(HOME SCHOOLING)

The Board of Education encourages the enrollment of all school age children resident in this District in public schools or in approved parochial or private schools so that they may enjoy the benefits of a well-planned educational program and the socialization possible in a group environment.

The Board recognizes its responsibility for assuring that every resident school-age child is enrolled in an approved school or is offered an equivalent education elsewhere and designates the Superintendent to act in its behalf.

| A parent electing to home educate a child shall provide the ~~((ESC))~~ Superintendent with annual written notification. The notification must include certain specific information and assurances concerning the home education program as set forth in State law, the State Department of Education Regulations, and AG 9270.

| The ~~((ESC))~~ Superintendent will excuse the child from attendance for home education purposes upon satisfactory showing that the child is being home educated by a person qualified to teach the branches in which instruction is required as referenced in AG 9270, and such additional branches, as the advancement and needs of the child may, in the opinion of the ~~((ESC))~~ Superintendent, require.

| The ~~((ESC))~~ Superintendent shall provide ~~((ESC))~~ Superintendent shall develop and implement) administrative guidelines that **verify** ~~ensure that~~, prior to a child being excused from attendance for home education purposes, all requirements specified in the State Department of Education regulations and the conditions established in Policy 5463 - Credits from State-Chartered, Special, and Nonchartered Schools have been met.



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Option #1

~~[] The Board shall not allow a student who is being educated at home~~

~~() or at a nondistrict school~~

~~to participate in any of the District's co-curricular or extra-curricular activities.~~

Option #2

~~[] The Superintendent may allow a student who is being educated at home~~

~~() or at a nondistrict school~~

~~to participate in one or more of the District's co-curricular or extra-curricular activities providing s/he meets the eligibility criteria established for an activity.~~

✓ A student who is educated at home is permitted to participate in any extracurricular activity offered in the school district to which the student would otherwise be assigned during the school year. If the District operates more than one (1) school that serves the student's grade level (as determined by the student's age and academic performance), the student shall be permitted to participate in the extracurricular activities at the school to which the student would be assigned by the Superintendent pursuant to R.C. 3319.01. If the student elects to participate in an extracurricular activity offered by the District, the student is not allowed to participate in that activity at another school or school district to which the student is not entitled to attend.

Similarly, a student who is enrolled in a nonpublic school is entitled to participate in any extracurricular activity not offered by the nonpublic school in the school district to which the student would otherwise be assigned during the school year. If the District operates more than one (1) school that serves the student's grade level (as determined by the student's age and academic performance), the student shall be permitted to participate in that extracurricular activity at the school to which the student would be assigned by the Superintendent pursuant to R.C. 3319.01.



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- []** The Superintendent may allow a student who is educated at home and not entitled to attend school in the District pursuant to R.C. 3313.64 or 3313.65, to participate in any extracurricular activity offered by the District if the district to which the student is entitled to attend does not offer that extracurricular activity.
- []** The Superintendent may allow a student who is enrolled in a nonpublic school and not entitled to attend school in the District pursuant to R.C. 3313.64 or 3313.65, to participate in any extracurricular activity offered by the District if (a) the nonpublic school in which the student is enrolled does not offer the extracurricular activity, and (b) the extracurricular activity is not interscholastic athletics or interscholastic contests or competitions in music, drama or forensics.

Eligibility Requirements

In order to participate in any extracurricular activity as detailed above, a student being educated at home or enrolled in a nonpublic school must be the appropriate age and grade level for the school that offers the extracurricular activity and must fulfill the same academic, nonacademic, and financial requirements as any other participant as specified in Board policy, administrative guidelines, the student handbooks and/or the Athletic Handbook. A student educated at home must meet the following academic requirements:

- A.** If the student received home instruction in the preceding grade period, the student shall meet any academic requirements established by the State Board of Education for the continuation of home instruction.
- B.** If the student did not receive home instruction in the preceding grading period, the student's academic performance during the preceding grading period shall have met any academic standards for eligibility to participate in the program established by the District.
- C.** Eligibility for a student who leaves a school district mid-year for home instruction shall be determined based on an interim academic assessment issued by the district in which the student was enrolled based on the student's work while enrolled in the District.



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- D. Any student who commences home instruction after the beginning of a school year and who is, at the time home instruction commences, ineligible to participate in an extracurricular activity due to failure to meet academic standards or any other requirements of the District shall not participate in the extracurricular activity until the student meets the academic requirements established by the State Board of Education for continuation of home instruction as verified by the Superintendent. No student shall be eligible to participate in the same semester in which the student as determined ineligible.

No eligible home schooled or nonpublic school student will be charged any fees in excess of those fees charged to other students for participation in the same extracurricular activity.

R.C. 3313.5311, 3313.5312, 3321.03, 3321.04
A.C. 3301-34

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REVISED POLICY - VOL. 32, NO. 1

RELATIONS WITH SPECIAL INTEREST GROUPS

Any request from civic institutions, charitable organizations, or special interest groups which involve such activities as patriotic functions, contests, exhibits, sales of products to and by students, sending promotional materials home with students, graduation prizes, fund raising, and free teaching materials must be carefully reviewed to ensure that such activities promote student interests.

It is the policy of the Board of Education that students, staff members, and District facilities not be used for promoting the interests of any nonschool agency or organization, public or private, without the approval of the Board or its designee; and any such approval, granted for whatever cause or group, shall not be construed as an endorsement of said cause or group by this Board.

A. Political Interests

All materials or activities proposed by outside political sources for student or staff use or participation shall be reviewed by the

() Board of Education

(✓) Superintendent

() principal

on the basis of their

(✓) educational contribution to part or all of the school program,

(✓) benefit to students,

and no such approval shall have the primary purpose of advancing the special interest of the proposing group.



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[SELECTION OF THE FIRST OPTION PRECLUDES SELECTION OF THE SECOND OPTION]

Option #1

☒ The Board shall not permit the use of any type of educational material, program, or equipment in its curricular, co-curricular, or extra-curricular activities or at any time during the school day if such materials, programs, or equipment contain partisan political or commercial messages. Professional staff may, however, utilize political materials or those provided by special interest-groups in adopted courses of study with the approval of the principal.

☒ School facilities or equipment may not be used as a means of producing or disseminating to the community any materials that advertise or promotes a political party, a political cause or the candidacy of an individual for public office. Students and employees of the Board shall not be used to distribute campaign literature within the schools or on school grounds.

[END OF OPTION #1]

Option #2

☐ The Board shall permit the use of educational materials, programs, and equipment which contains commercial messages providing the content of such messages and the manner of presentation has been approved by the Superintendent and is in compliance with the District's administrative guidelines.

☐ In addition, the Board shall permit school organizations and/or school-affiliated groups to sell space in District facilities, on District property, or in District publications for the express purpose of advertising the products or services of a commercial organization, providing the content of such advertisements and the manner of their presentation has been approved by the Superintendent and is in compliance with the District's administrative guidelines.

[END OF OPTION # 2]



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- [] Outside speakers representing commercial organizations will be welcome only when the commercial aspect is limited to naming the organization represented and the subject matter advances the educational aims of the District.

B. Contests/Exhibits

The Board recognizes that contests, exhibits, and the like may benefit individual students or the District as a whole, but participation in such special activities may not:

- (✓) have the primary effect of advancing a special product, group, or company;
- (✓) make unreasonable demands upon the time and energies of staff or students or upon the resources of the District;
- (✓) involve any direct cost to the District;
- (✓) interrupt the regular school program;
- () unless the student body as a whole derives benefit from such activities;
- (✓) cause the participants to leave the School District, unless:
 - (✓) the Board's Policy 2340 - Field and Other District-Sponsored Trips - has been complied with in all aspects;
 - () the Board has granted special permission;
 - () the parents of a minor student have granted their permission.



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C. Distribution/Posting of Literature

☒ No outside organization or staff member or student representing an outside organization may distribute or post literature on that organization's behalf on District property either during or after school hours

☒ without the permission and prior review of the

☒ Superintendent.

☐ principal.

☐ Board.

The Superintendent shall ~~develop~~**establish** administrative guidelines ~~which ensure that:~~

☒ ~~criteria established in Policy 5722—Student Publications and Productions—are used to make a decision regarding materials that students seek to post or distribute;~~**establish criteria concerning distribution or posting of student materials;**

☒ **address** distribution or posting of materials employees wish to distribute on behalf of an employee organization **in compliance** ~~comply~~ with the terms of negotiated collective bargaining agreements;

☒ **prohibit the use of** the District or the school mail system is ~~not used~~ by the community, students or staff for distribution of nonschool-related materials;

☒ unless authorized by the Superintendent

☒ **prohibit distribution of** ~~no~~ materials from any profit-making organization ~~are distributed for~~ to students to take home to their parents;

☒ unless authorized by the Superintendent



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✓ permit flyers and notices from outside non-profit organizations to ~~may be~~ made available for students to pick-up at the literature distribution rack/table by the school building's office, under the following circumstances:

- a. the flyer/notice publicizes a specific community activity or event that is age-appropriate for the students that attend the school;
- b. if the event or activity is religious in nature, the flyer may not contain a proselytizing message (i.e., a **message that promotes and/or advocates** the benefits of the specific religion);
- c. the organization submits the number of copies of the flyer that it wants placed in the literature distribution rack/table;
- d. the organization shows the building principal its 501(C)(3) or other proof of non-profit status, and the principal confirms that the flyer/notice does not overtly advocate or entice support for any religious organization;

No student shall be required to take any of the flyers/notices placed in the literature/distribution rack/table, and the rack/table shall contain a clear notice that the Board does not support or endorse any of the organizations and/or activities/events identified in the flyers/notices.

✓ **establish and clearly communicate** the time, place, and manner **restrictions concerning the** ~~ef-distribution~~ of all nonschool-related materials ~~is clearly established and communicated~~;



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D. Solicitation of Funds

Option #1

Because the District cannot accommodate every organization that desires to solicit funds for worthy purposes, the Board shall not permit any organization not related to the District to solicit funds on District property.

Option #2

Any outside organization or staff member representing an outside organization desiring to solicit funds on school property must receive permission to do so from the

- ☐ Board.
- ☒ Superintendent.

[END OF OPTIONS]

Permission to solicit funds will be granted only to those organizations or individuals who meet the permission criteria established in the District's administrative guidelines. Solicitation must take place at such times and places and in such a manner as specified in the administrative guidelines. In accordance with Board Policy 5830, no District student may participate in the solicitation without the Superintendent's approval.

- ☒ The Board disclaims all responsibility for the protection of, or accounting for, such funds.
- ☒ Solicited funds are not to be deposited in any regular or special accounts of the District.
- ☒ A copy of this policy as well as the relevant administrative guidelines shall be given to any individual granted permission to solicit funds on District property.
- ☒ This policy does not apply to the raising of funds for District-sponsored or school-sponsored activities.



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E. Prizes/Scholarship

The Board of Education is appreciative of the generosity of organizations which offer scholarships or prizes to deserving students in this District. But, in accepting the offer of such scholarships or prizes, the Board directs that these guidelines be observed:

- (✓) No information
- (✓) either academic or personal

shall be released from the student's record for the purpose of selecting a scholarship or prize winner without the permission of the student who is eighteen (18), or the parents of a student who is younger in accordance with the Board's policy on student records.

- (✓) The type of scholarship or prize, the criteria for selection of the winner, and any restrictions upon it shall be approved by the

- () Board of Education.
- (✓) Superintendent. *and/or*
- (✓) principal.

W. B. B. The principal, together with a committee of staff members designated by the principal, may be involved in the selection of the recipient.

- () and, if agreeable to the sponsoring organization, the selection shall be left entirely to the principal and staff committee.



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F. Sale of School Supplies

In determining the appropriateness of the sale of school supplies by organizations other than the School District, the Board requires that:

- ☒ the organization have a purpose which will benefit the School District and its students;
- ☒ the organization's planned activities are clearly in the best interest of the School District and its students;
- ☒ the organization has submitted the following information and assurances on the form provided by the District: a statement noting the purpose of the organization, financial accountability assurances, and use of facility assurances.

All funds generated by the sale of such school supplies shall be kept separate from other activity funds or other transactions of the Board.



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G. Surveys and Questionnaires

Neither District-related nor nondistrict-related organizations shall be allowed to administer a survey or questionnaire to students or staff unless the instrument and the proposed plan is submitted, in advance, to the Superintendent. If approved, a copy of the results and the proposed manner of their communication are to be provided to him/her for review and approval before they are released.

✓ Students shall not be required to complete surveys to provide marketing information to vendors, or distribute to vendors any personal information of students, including but not limited to names, addresses, and telephone numbers, except as may be required by law. In addition, the District shall not enter into any contract for products or services, including electronic media services, where personal information will be collected from the students by the providers of the services.

See also Policy 2416 and AG 2416.

R.C. 3313.75-.78

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