

REVERE LOCAL SCHOOL DISTRICT  
Summit County, Ohio

February 18, 2014

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

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

I. CALL TO ORDER – Claudia Hower

II. ROLL CALL

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

III. PLEDGE OF ALLEGIANCE

IV. PRESENTATIONS

RMS – Jazz Band

V. PUBLIC SPEAKS TO AGENDA ITEMS

VI. BUILDING PRINCIPALS' REPORTS

VII. TREASURER'S REPORT, Mr. David Forrest

A. Approval of Minutes

The Treasurer recommends approval of the minutes of the Special Meetings held January 8, 2014 and January 13, 2014 and January 14, 2014 and the Regular Meeting held January 21, 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 January as found in Attachment T-2.

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

C. Donations

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

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

D. Appropriation Adjustments

The Treasurer recommends the approval of the appropriation adjustments listed in the attached schedule be approved by the Board of Education, be it further resolved that the legal level of control be approved at the fund level.

See Attachment T-4.

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

E. 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   |
|---------|---------|-------------------|-------------|----------------|
| 0142428 | 1/22/14 | Summit County ESC | \$24,512.22 | Central Office |

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**F. Inventory Deletion**

The Treasurer recommends that the items listed be identified as equipment having no functional value to the District or as obsolete having no monetary value, and that these items be disposed of as directed by Board policy by the Coordinator of Business Services and the Treasurer. See **Attachment T-5**.

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**G. NEOnet**

The Treasurer recommends that the District enter 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**.

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**H. Bus Bids – Ohio Schools Council**

The Treasurer recommends that the Board of Education participate in and authorize the Ohio Schools Council to advertise and receive bids on behalf of the Board for a fee of \$325.00.

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**I. Transfer of Funds**

The Treasurer recommends that \$50,000.00 be transferred from the General Fund to the Athletic Fund 300/920A.

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**J. Fund Approval Ohio K-12 Network Subsidy**

The Treasurer recommends approval of the Ohio K-12 Network subsidy and that fund #451-9213 be established with appropriations set at the fund level in the amount of \$7,200.00.

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**K. Selection of Architect**

The Treasurer recommends 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**.

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**L. Legal Representation – FCC Bandwidth**

The Treasurer recommends entering into an agreement with Gray Miller Persh, LLP for services as detailed in **Attachment T-8**.

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**M. Deletion of Inventory – Bus**

The Treasurer recommends the disposal of the following bus which only has value for scrap metal and prior to disposal will be offered to the Bath Fire Department for a training exercise:

Mini Bus #24, 2001 Chevrolet

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**N. No Action – OSBA Legislative Platform**

**VIII. BOARD MEMBERS' REPORTS**

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

**IX. SUPERINTENDENT'S REPORT**

**Personnel – Certificated/Licensed**

**A. Leave of Absence - Certificated/Licensed Personnel**

It is recommended that the Board of Education 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

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**B. Long Term Substitute**

It is recommended that the Board of Education approve Erika Christy as the long term substitute for Lori Duke (Language Arts Grade 7) who resigned. Erika will begin subbing 2/5/14 and continue through the end of the current school year, 6/5/14.

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**C. 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:

Jennifer Exten-Kennedy/Science RHS MA+30, Step 10 \$71,592.00  
Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**Personnel - Classified**

**A. Classified – Aide for 2013/2014 School Year**

It is recommended that the Board of Education 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.

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**B. 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 OAPSE negotiated agreement:

Paul Parish Substitute Bus Driver Effective on or after 2/18/14  
Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**Student Services**

**A. Special Education Agreement A**

It is recommended that the Board of Education Settlement A (a confidential document).

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**Other Business**

**A. Richfield Safety Town**

It is recommended that the Board of Education 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.

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**B. NEOLA Revised Policies – First Reading**

It is recommended that the Board of Education 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  |
| 3220 / Professional Staff / Standards-Based Teacher Evaluation / 15 pages              | Attachment 8  |
| 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 \_\_\_\_\_

**C. Overnight Trips**

It is recommended that the Board of Education 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.

Mrs. Appel \_\_\_\_\_ Mrs. Hower \_\_\_\_\_ Mr. Kelley \_\_\_\_\_ Mrs. Sabitsch \_\_\_\_\_ Mr. Seifert \_\_\_\_\_

**X. REPORTS FROM CENTRAL OFFICE TEAM**

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

**XI. 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 Meeting March 18, 2014 at 6:30 p.m. in the Library at RHS.

## **XII. 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.*

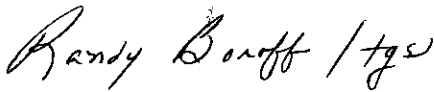
*At the proper time during the meeting, participants must be recognized by the presiding officer and must preface their comments by an announcement of their name, their address and group affiliation, if any, prior to addressing the group.*

## **XIII. EXECUTIVE SESSION**

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

## **XIV. ADJOURNMENT**

Respectfully Submitted,

A handwritten signature in cursive script that reads "Randy Boroff / tgs".

Randy S. Boroff  
Superintendent

# New Document

**Revere Board of Education**

Administration Building

Organizational Meeting

5:30 P.M.

January 7, 2014

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

**Roll Call:**

Dana Appel, Present

Diana Sabitsch, Present

Claudia Hower, Present, non-voting

George Seifert, Present, non-voting

Tom Kelley, Present

**PLEDGE OF ALLEGIANCE**

**OATH OF OFFICE FOR NEWLY ELECTED BOARD MEMBERS**

**ELECTION OF PRESIDENT PRO TEM**

Res. 14-102693 Mrs. Appel nominated Mr. Kelley as President Pro Tem. Only one (1) nomination was received. A motion was made by Mrs. Sabitsch, seconded by Mrs. Appel to close nominations and to cast a ballot for the nominee.

Roll Call: Aye- Sabitsch, Appel, Seifert

Motion Carried.

Mr. Kelley was elected President Pro Tem

**ELECTION OF PRESIDENT FOR CALENDAR YEAR 2013 (O.R.C.3313.14)**

Withdrawn

**ELECTION OF VICE-PRESIDENT FOR CALENDAR YEAR 2013 (O.R.C. 3313.14)**

Withdrawn

**OATH OF OFFICE FOR NEWLY ELECTED PRESIDENT AND VICE-PRESIDENT**

Withdrawn

**BYLAWS AND POLICIES**

Withdrawn

**ESTABLISH SERVICE FUND**

Withdrawn

Liaisons'

Withdrawn

**LEGISLATIVE LIASON**

Withdrawn

**STUDENT ACHIEVEMENT LIASON**

Withdrawn

**BOARD OF EDUCATION COMMITTEES**

Withdrawn

**STANDING AUTHORIZATIONS**

Withdrawn

Legal Counsel 2013

Withdrawn

**EXECUTIVE SESSION**

Res. 14-102694 Moved by Mrs. Sabitsch, seconded by Mrs. Appel to go into Executive Session at 5:37 PM to discuss the appointment of Public Officials, employment and compensation of public employees, discipline of public employees and the purchase or sale of public property.

\*Invited Mrs. Hower and Mr. Seifert to Executive Session.

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

Res. 14-102695 Moved by Mrs. Sabitsch, seconded by Mrs. Appel to come out of  
Executive Session and go back to Regular Session at 6:47 P.M.

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

**ADJOURNMENT**

Res. 14-102696 Moved by Mrs. Appel seconded by Mrs. Sabitsch to adjourn the meeting  
at 8:35 P.M.

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

Signed \_\_\_\_\_  
President

Attest \_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Date Approved

**Revere Board of Education**  
Administration Building

Organizational Meeting

5:30 P.M.

January 14, 2014

Mr. Kelley, President Pro Tem(elected 1/7/14) called the meeting to order at 6:00 P.M.

**Roll Call:**

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

Diana Sabitsch, Present  
George Seifert, Present

**PLEDGE OF ALLEGIANCE**

**APPOINTMENT OF BOARD MEMBERS**

Res. 14-102697 Moved by Mrs. Appel, seconded by Mrs. Sabitsch to approve whereas a vacancy has been caused in this Board of Education, based upon the Board of Elections disqualifying the petitions of standing Board Members Claudia Hower and George Seifert on a technicality, whereas these two individuals were the only applicants for the two openings, and whereas there were no write-in applicants, it is therefore resolved that this Board of Education has by law authority to fill these vacancies for the unexpired terms thereof: Now, therefore, be it resolved by a majority vote of all of the remaining members of the Board of Education of the Revere Local School District that Claudia Hower and George Seifert be and hereby are, appointed to serve as members of the Board of Education of this school district for the unexpired term of two years commencing January 1, 2014 and ending on December 31, 2015.

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

**OATH OF OFFICE FOR NEWLY ELECTED BOARD MEMBERS**

**ELECTION OF PRESIDENT FOR CALENDAR YEAR 2014 (O.R.C.3313.14)**

Res. 14-102698 Mr. Seifert nominated Mrs. Hower as President for the 2014 calendar year. Only one (1) nomination was received. A motion was made by Mr. Seifert, seconded by Mrs. Sabitsch to close nominations and to cast a ballot for the nominee.

Roll Call: Aye- Seifert, Sabitsch, Appel, Hower, Kelley  
Motion Carried.  
Mrs. Hower was elected to the office of President.

**ELECTION OF VICE-PRESIDENT FOR CALENDAR YEAR 2014 (O.R.C. 3313.14)**

Res. 14-102699 Mr. Kelley nominated Mr. Seifert as Vice-President for the 2014 calendar year. Only one (1) nomination was received. A motion was made by Mr. Kelley, seconded by Mrs. Sabitsch to close nominations and to cast a ballot for the nominee.

Roll Call: Aye- Kelley, Sabitsch, Appel, Hower, Seifert  
Motion Carried.  
Mr. Seifert was elected to the office of Vice-President.

**OATH OF OFFICE FOR NEWLY ELECTED PRESIDENT AND VICE-PRESIDENT**

**REGULAR MEETINGS FOR 2014**

Res. 14-102700 Moved by Mrs. Sabitsch, seconded by Mr. Seifert to set the time, place, and dates for the Board of Education's Regular 2014 meetings (O.R.C. 3313.15) as listed in Attachment 1.

And,

**BYLAWS AND POLICIES**

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

And,

**ESTABLISH SERVICE FUND**

To certify the official enrollment of the District at 2637 students as of October 2013 and establish a Service Fund of \$7,500 for the purpose of defraying Board member expenses actually incurred in the performance of their duties, in accordance with §3313.15 O.R.C.

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

**Liaisons'**

Res. 14-102701 Moved by Mrs. Sabitsch, seconded by Mr. Kelley to approve the following people as recommended:

**LEGISLATIVE LIASON**

It is recommended and was acted upon by the Board of Education that the President of the Board appoint one of its members, Mrs. Sabitsch, as the Revere Local School District Board of Education's Legislative Liaison to the Ohio Schools Boards Association for the 2014 calendar year.

**STUDENT ACHIEVEMENT LIASON**

It is recommended and was acted upon by Board of Education that the President of the Board appoint one of its members, Mrs. Appel, as the Revere Local School District Board of Education's Student Achievement Liaison to the Ohio Schools Boards Association for the 2014 calendar year.

And,

**BOARD OF EDUCATION COMMITTEES**

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

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

**STANDING AUTHORIZATIONS**

Res. 14-102702 Moved by Mrs. Sabitsch, seconded by Mr. Kelley to adopt the following standing authorizations for the 2014 calendar year:

- A. Authorize the Treasurer to borrow as necessary to meet current obligations until real estate taxes, personal property taxes, and/or other funds are available;
- B. Authorize the Treasurer to request advances on the collection of various taxes accruing to the Revere Local School District in accordance with O.R.C. 321.234;
- C. Authorize the Treasurer to invest available funds at the most productive interest rates, in keeping with the Board's investment policy;
- D. Authorize the Treasurer to pay invoices when due (especially when discounts apply) within the parameters of the Appropriations Measure as adopted;
- E. Authorize the Superintendent to employ personnel and accept resignations as needed during calendar year 2014. Such employments and resignations will be reviewed by the Board of Education at its next scheduled meeting and

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

- F. Authorize the Superintendent to approve construction project change orders increasing cost up to \$5,000 upon recommendation of the design professional that the change is necessary/desirable and that time is of the essence. Project changes above \$5,000 and less than \$15,000 may be approved by the Superintendent with the concurrence of two (2) Board members designated for that purpose. If one or both designated members cannot be contacted in the time available for approval, additional Board members in alphabetical order of last names will be contacted for approval;
- G. If one of the two members contacted does not agree, the change order will be submitted to the entire Board for disposition. Change orders in excess of \$15,000 or aggregate changes in any calendar month of \$50,000 require the approval of the majority of the Board. Such approval may be requested at a Regular or Special Board meeting.

And,

Legal Counsel 2014

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

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

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

Squire, Sanders & Dempsey  
1800 Huntington Building  
Cleveland, OH 44115

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

Tax Budget

- Res. 14-102703 Moved by Mrs. Appel, seconded by Mrs. Sabitsch to approve the Tax Budget FY 2014-2015 as detailed in Attachment T-1.

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

**SPECIAL MEETING**

Special Board Meeting

- Res. 14-102704 Moved by Mrs. Sabitsch, seconded by Mr. Seifert to adjourn from the Organizational Meeting to a Special Meeting.

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

**EXECUTIVE SESSION**

- Res. 14-102705 Moved by Mrs. Sabitsch, seconded by Mr. Kelley to go into Executive Session at 7:30 PM to discuss employment and compensation of a public employee.

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

- Res. 14-102706 Moved by Mr. Kelley, seconded by Mrs. Sabitsch to come out of Executive Session and go back to Regular Session at 9:15 P.M.

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

Special Meeting

January 14, 2014

**ADJOURNMENT**

Res. 14-102707 Moved by Mrs. Appel seconded by Mr. Kelley to adjourn the meeting at 9:20 P.M.

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

Signed \_\_\_\_\_  
President

Attest \_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Date Approved

**Revere Board of Education**  
Library-Revere High School  
6:30 P.M.

Regular Meeting  
January 21, 2014

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

**Roll Call:**

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

Diana Sabitsch, Present  
George Seifert, Present

**PLEDGE OF ALLEGIANCE**

**STUDENT PRESENTATION/STUDENT ACHIEVEMENT**

- BES-Teachers Kim Keating and Kim Van Fossen present iPad applications and their use in the classroom with students Sam Fisher, Adam Garrett, Payton Greulich, Nicole Hinton, Alicia Lucas, and Delaney Shacklett.
- RHS-Teacher Paulette Colantone gives awards to Jordan Nizzar Bates, Victor DeLeon and Marissa Harbath; work will be displayed
- School Board Appreciation Presentation

**PUBLIC SPEAKS TO AGENDA ITEMS**

No action taken

**BUILDING PRINCIPAL'S REPORTS**

No action taken

**BOARD OF EDUCATION**

Possible Action of Contract of the Superintendent-Withdrawn

**TREASURER'S REPORT**

Approval of Minutes

Res. 14-102708 Moved by Mr. Seifert, seconded by Mrs. Sabitsch to approve the minutes of the Special Meeting held December 10, 2013 and the Regular Meeting held December 17, 2013 as detailed in Attachment T-1.

And,

Approval of Financial Report

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

And,

Donations

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

And,

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          |
|---------|----------|-------------|------------|-----------------------|
| 0142308 | 1/10/14  | OSBA        | \$8,235.00 | Central Office        |
| 0141607 | 10/11/13 | Gradle Gear | \$4,426.00 | Revere High School    |
| 0142194 | 12/12/13 | OHSAA       | \$7,106.02 | High School Athletics |

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-4.

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

Tax Complaints

- Res. 14-102709 Moved by Mrs. Appel, seconded by Mrs. Sabitsch to approve employing McGown, Markling and Whalen for investigating and filing both original tax complaints and counter tax complaints as pro-active steps in defending the District's tax base.

And,

Legal Hotline Agreement-McGown, Markling, and Whalen LPA

To approve entering into an agreement for School Law Hotline Services as detailed in Attachment T-5.

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

Student Activity Account

- Res. 14-102710 Moved by Mrs. Sabitsch, seconded by Mr. Seifert to approve the creation of a faculty managed student activity account for the Robotics Club Fund assigned Special Cost Center 300/9526 with appropriations set at the fund level in the amount of \$1,000.00.

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

Sponsorship Revere Schools Foundation

- Res. 14-102711 Moved by Mrs. Appel, seconded by Mrs. Sabitsch to approve the Revere Local School District sponsoring the Revere Schools Foundation which will exist for the sole purpose of supporting programs and the stated purpose of the Revere local School District as a public school entity.

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

Bid Specifications

- Res. 14-102712 Moved by Mr. Kelley, seconded by Mr. Seifert to approve and authorize the Treasurer to have bid specifications developed and then issue Requests for Proposals (RFPs) for the projects listed below which are to be funded from the Permanent Improvement Fund with project costs as estimated below, whereas the extent of projects undertaken will be based on available resources:

|                                                      |              |
|------------------------------------------------------|--------------|
| a) RMS Roof Replacement H and Art Room               | \$110,000.00 |
| b) RHS Roof Replacement C and D                      | \$ 35,000.00 |
| c) RHS Roof replacement N                            | \$105,000.00 |
| d) Auditorium Renovations Phase 1*                   | \$200,000.00 |
| e) RMS Window Replacement                            | \$549,000.00 |
| f) HES Window Replacement Original Construction      | \$410,000.00 |
| g) HES Window Replacement 100 Wing                   | \$164,000.00 |
| h) BES Window Replacement                            | \$250,000.00 |
| i) Single Phase Protection Repair or Installation ** | \$ 50,000.00 |

\* Lights, Sound System, Controls

\*\* May not require formal bidding but multiple quotes will be solicited.

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

Permanent Improvement Fund Transfer

- Res. 14-102713 Moved by Mr. Kelley, seconded by Mrs. Appel to authorize transfer of \$75,000.00 from the General Fund to the Permanent Improvement Project reserve fund to pay for future contingencies.

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

Purchase of Property

- Res. 14-102714 Moved by Mr. Seifert, seconded by Mr. Kelley to authorize the Treasurer to purchase property as detailed in Attachment T-6.

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

Architectural/Design Proposals-Discussion

No Action

**BOARD MEMBERS' REPORTS**

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

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

- Res. 14-102715 Moved by Mrs. Appel, seconded by Mr. Kelley to approve a LOA for Amanda McCrary (HES/Grade 2) through the end of the 2013-2014 school year per provisions of the current REA Negotiated Agreement. It is further recommended that the Board approve Jamie Rankin as the long term substitute through the end of the 2013-2014 school year.

And,

Long Term Substitutes

To approve the following per provisions of the current REA negotiated agreement:

Jason Garden subbing for Bridget Wirfel (Intervention Specialist BES) 1/8/14 through 6/5/14  
Emily Pruchnicki subbing for Kendra Quinlan (School Counselor HES) to begin on or about 2/18/14 to on or about 5/9/14

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

Resignation Certificated/Licensed Personnel

- Res. 14-102716 Moved by Mr. Seifert, seconded by Mrs. Sabitsch to approve the following resignations:

Lori Duke (RMS/Language Arts) effective 1/31/2014  
Bill Schumacher (Athletic Director) effective at the end of the current school year

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

Salary Increase-Additional Education

- Res. 14-102717 Moved by Mr. Kelley, seconded by Mrs. Appel approve the following salary increase, prorated to the start of the second semester, per provisions of the current REA negotiated agreement:
- |                        |                |             |
|------------------------|----------------|-------------|
| Kathy Staats / Grade 3 | MA+15, Step 26 | \$86,759.00 |
|------------------------|----------------|-------------|

And,

Supplemental Contracts-2013/2014 School Year

To approve the following supplementals with compensation per the REA negotiated Agreement:

Baseball

Phil Heyn – Junior Varsity Coach

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

**Personnel-Classified**

Supplemental Contracts-2013/2014 School Year

Res. 14-102718 Moved by Mr. Seifert, seconded by Mr. Kelley to approve the following supplementals with compensation per the REA Negotiated Agreement:

Baseball (split contract)

Men's Lacrosse

Dominique Rodgers - Freshman Coach 50%  
Steve Wido – Freshman Coach 50%

Nick Pappas – Head Coach  
Nick Gabel – Assistant Coach  
Jake Totten – VOLUNTEER

Men's Track

Mark Purdy – VOLUNTEER  
Chuck Gough – VOLUNTEER

Women's Lacrosse

Christine Michalos – Head Coach  
Emily Moore – Assistant Coach

And,

Classified Substitutes- 2013/2014 School Year

To approve the following:

Jill Nestor / Substitute Playground Aide

Effective on or after 1/22/14

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

**Other Business**

Overnight field Trip-softball-Myrtle Beach, SC in March 2014

Res. 14-102719 Moved by Mrs. Appel, seconded by Mr. Seifert to approve an overnight field trip for the softball team, cost covered by player fundraising, as detailed in Attachment 1.

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

Job Description

Res. 14-102720 Moved by Mr. Kelley, seconded by Mr. Seifert to approve the following new job description:

Groundskeeper / Facilities Worker

**Attachment 2**

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

**REPORTS FROM CENTRAL OFFICE TEAM**

Assistant Superintendent

Director of Student Services

Coordinator of Business Services

No action taken

**INFORMATIONAL ITEMS**

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

**CONCERNS OF THE PUBLIC AND COMMUNITY**

ANNOUNCEMENTS –No action taken

**EXECUTIVE SESSION**

Res. 14-102721 Moved by Mr. Kelley, seconded by Mrs. Sabitsch to go into Executive Session at 7:49 PM to consider the purchase and/or sale of property for public purposes and to consider the employment or compensation of a public employee.

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

**REGULAR SESSION**

Res. 14-102722 Moved by Mr. Kelley, seconded by Mrs. Appel to come out of Executive Session and return to Regular Session at 9:10 P.M.

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

**ADJOURNMENT**

Res. 14-102723 Moved by Mr. Seifert, seconded by Mrs. Sabitsch to adjourn the meeting at 9:35 P.M.

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

Signed \_\_\_\_\_  
President

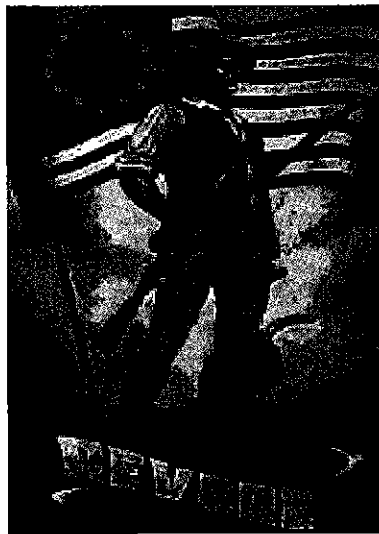
Attest \_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Date Approved

# New Document

JANUARY 31, 2014

# Financial Report



**Revere Local School District**

**David R. Forrest**  
Treasurer

# FINANCIAL REPORTS - Index

For Month of JANUARY 2014

## Schedule

|                                                                                                                                                                                                                                                                       |          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| <b>Cash Reconciliation Report</b> .....                                                                                                                                                                                                                               | <b>A</b> |
| <ul style="list-style-type: none"><li>• Presents ending cash position for the District for all funds combined, investments and other required reconciliation transactions needed to balance monthly financial activity.</li></ul>                                     |          |
| <b>Financial Report by Fund</b> .....                                                                                                                                                                                                                                 | <b>B</b> |
| <ul style="list-style-type: none"><li>• 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.</li></ul> |          |
| <b>SM-2</b> .....                                                                                                                                                                                                                                                     | <b>C</b> |
| <ul style="list-style-type: none"><li>• Financial summary of the General Fund comparing budgeted revenues and expenditures to actual.</li></ul>                                                                                                                       |          |
| <b>Permanent Improvement Fund Report</b> .....                                                                                                                                                                                                                        | <b>D</b> |
| <ul style="list-style-type: none"><li>• Financial summary by month of all activity on the PI Fund.</li></ul>                                                                                                                                                          |          |
| <b>Food Service Report</b> .....                                                                                                                                                                                                                                      | <b>E</b> |
| <ul style="list-style-type: none"><li>• Consolidated summary by month of the food service operation for all four school buildings.</li></ul>                                                                                                                          |          |

**FISCAL 2014**  
**January 2014 Month End Report**  
**Cash Reconciliation Report**

*Total Fund Balance*

\$18,501,257.61

*Gross Depository Bank Balances:*

|                                          |                |
|------------------------------------------|----------------|
| 1) First Merit Business Checking Account | \$1,807,700.32 |
| 2) First Merit Payroll Account           | \$0.00         |
| 3) First Merit Business Savings          | \$242.22       |

*Investments*

|                                             |                               |
|---------------------------------------------|-------------------------------|
| First Merit Sweep Account                   | \$9,435,000.00                |
| 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                |
| <b>Total</b>                                | <u><u>\$16,984,694.62</u></u> |

*Cash in Transit to Depository*

*Petty Cash Balances:*

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

*Change Funds* \$0.00

*Total* \$18,793,437.16

*Outstanding Checks* (\$161,096.96)

*Adjustments*

|             |                       |
|-------------|-----------------------|
| Adjustments | <u>(\$131,082.59)</u> |
|             | (\$131,082.59)        |

*Adjusted Total*

\$18,501,257.61

*Cash on Hand (unrecorded and undeposited)* \$0.00

Date: 02/04/2014  
Time: 10:29 am

REVERE LSD - 050054  
Financial Report by Fund/SCC  
REVERE LOCAL - JANUARY 31, 2014

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| Fund #   | Fund Description                          | FYTD<br>Begin Balance | MTD<br>Receipts | FYTD<br>Receipts | MTD<br>Expenditures | FYTD<br>Expenditures | Current<br>Fund Balance | Current<br>Encumbrances | Unencumbered Bank<br>Fund Balance Code |
|----------|-------------------------------------------|-----------------------|-----------------|------------------|---------------------|----------------------|-------------------------|-------------------------|----------------------------------------|
| 001 0000 | GENERAL FUND                              | 16,482,595.92         | 369,341.36      | 17,100,717.57    | 3,026,495.49        | 19,842,576.10        | 13,740,737.39           | 1,651,386.49            | 12,089,350.90                          |
| 002 0000 | BOND RETIREMENT                           | 660,522.12            | 0.00            | 709,939.31       | 0.00                | 1,328,143.47         | 42,317.96               | 0.00                    | 42,317.96                              |
| 002 9012 | Bond Debt Service QSCB                    | 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          | 0.00            | 660,854.26       | 32,095.56           | 535,164.33           | 2,684,334.60            | 608,198.43              | 2,076,136.17                           |
| 003 9001 | PERMANENT IMPROVEMENT RESERVE FUNDS       | 225,000.00            | 75,000.00       | 75,000.00        | 0.00                | 0.00                 | 300,000.00              | 0.00                    | 300,000.00                             |
| 004 0000 | BUILDING FUND                             | 7,054.01              | 34.17           | 47,422.50        | 0.00                | 47,000.00            | 7,476.51                | 0.00                    | 7,476.51                               |
| 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             | 10,000.00           | 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             | 67,298.11       | 637,659.85       | 77,039.51           | 480,096.96           | 181,722.80              | 78,108.30               | 103,614.50                             |
| 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                                 |

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REVERE LSD - 050054  
Financial Report by Fund/SCC  
REVERE LOCAL - JANUARY 31, 2014

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| Fund #   | Fund Description                             | FYTD<br>Begin Balance | MTD<br>Receipts | FYTD<br>Receipts | MTD<br>Expenditures | FYTD<br>Expenditures | Current<br>Fund Balance | Current<br>Encumbrances | Unencumbered Bank<br>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              | 0.00            | 0.00             | 0.00                | 1,000.00             | 0.00                    | 0.00                    | 0.00                                   |
| 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             | 750.00          | 6,000.00         | 0.00                | 6,000.00             | 32,098.82               | 0.00                    | 32,098.82                              |
| 007 9392 | The Jennifer Lyn Mears Library Memorial Fund | 950.00                | 0.00            | 0.00             | 0.00                | 0.00                 | 950.00                  | 0.00                    | 950.00                                 |
| 007 9393 | Express Employment Professional Scholarship  | 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             | 0.73            | 8.89             | 0.00                | 0.00                 | 17,157.86               | 0.00                    | 17,157.86                              |
| 009 9100 | UNIFORM SCHOOL SUPPLIES - BATH SCHOOL        | 32,919.34             | 120.00          | 14,482.00        | 110.45              | 2,878.00             | 44,523.34               | 0.00                    | 44,523.34                              |
| 009 9200 | UNIFORM SCHOOL SUPPLIES - HILLCREST SCHOOL   | 12,236.64             | 588.28          | 25,260.53        | 99.00               | 4,277.62             | 33,219.55               | 959.44                  | 32,260.11                              |
| 009 9400 | UNIFORM SCHOOL SUPPLIES - MIDDLE SCHOOL      | 249.83                | 400.00          | 27,268.00        | 352.89              | 20,303.00            | 7,214.83                | 1,112.04                | 6,102.79                               |
| 009 9500 | UNIFORM SCHOOL SUPPLIES - HIGH SCHOOL        | 9,235.12              | 1,081.00        | 72,355.80        | 3,121.69            | 47,141.98            | 34,448.94               | 8,414.71                | 26,034.23                              |

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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                                         | 339.09           | 40,370.26    | 141.05       | 38,362.44    | 22,608.79    | 934.17       | 21,674.62         |                   |
| 018 9200 PUBLIC SCHOOL SUPPORT - HILLCREST SCHOOL |                  |              |              |              |              |              |                   |                   |
| 37,194.08                                         | 38.60            | 4,477.48     | 376.80       | 19,767.59    | 21,903.97    | 387.23       | 21,516.74         |                   |
| 018 9400 PUBLIC SCHOOL SUPPORT - MIDDLE SCHOOL    |                  |              |              |              |              |              |                   |                   |
| 42,147.86                                         | 37.20            | 5,538.74     | 150.00       | 2,531.92     | 45,154.68    | 6,003.92     | 39,150.76         |                   |
| 018 9500 PUBLIC SCHOOL SUPPORT - HIGH SCHOOL      |                  |              |              |              |              |              |                   |                   |
| 11,966.32                                         | 134.85           | 5,947.76     | 192.52       | 6,931.26     | 10,982.82    | 1,272.34     | 9,710.48          |                   |
| 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                                         | 1,918.74         | 13,472.14    | 3,629.51     | 29,250.81    | 238.10       | 6,387.12     | 6,149.02-         |                   |
| 026 9001 EMPLOYEE BENEFITS: MEDICAL/DENTAL        |                  |              |              |              |              |              |                   |                   |
| 7,263.87                                          | 311,838.08       | 2,198,338.73 | 311,961.39   | 2,196,847.51 | 8,755.09     | 407.86       | 8,347.23          |                   |
| 026 9002 FLEXIBLE SPENDING PLAN                   |                  |              |              |              |              |              |                   |                   |
| 21,178.16                                         | 0.00             | 31,481.71    | 5,058.99     | 44,110.56    | 8,549.31     | 3,682.39     | 4,866.92          |                   |
| 026 9003 EMPLOYEE HEALTH CARE                     |                  |              |              |              |              |              |                   |                   |
| 146,830.70                                        | 0.00             | 0.00         | 8,909.99     | 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                                          | 665.86           | 3,360.08     | 0.00         | 1,010.00     | 8,230.12     | 0.00         | 8,230.12          |                   |

Date: 02/04/2014  
Time: 10:29 am

REVERE LSD - 050054  
Financial Report by Fund/SCC  
REVERE LOCAL - JANUARY 31, 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              |
| 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          | 0.00                          | 721.50    | 533.52       | 533.52       | 187.98       | 0.00         | 187.98       |                   |
| 200 9317      | NATIONAL HONOR SOCIETY        |           |              |              |              |              |              |                   |
| 7,784.96      | 0.00                          | 0.00      | 0.00         | 2,208.50     | 5,576.46     | 3,000.00     | 2,576.46     |                   |
| 200 9318      | LANTERN                       |           |              |              |              |              |              |                   |
| 819.09        | 120.00                        | 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     | 458.00       | 1,993.37     |                   |
| 200 9321      | HIGH SCHOOL STUDENT COUNCIL   |           |              |              |              |              |              |                   |
| 8,465.86      | 0.00                          | 10,223.93 | 300.00       | 8,286.57     | 10,403.22    | 793.51       | 9,609.71     |                   |
| 200 9322      | REVERE PLAYERS                |           |              |              |              |              |              |                   |
| 39,486.91     | 0.00                          | 9,450.00  | 278.19       | 14,590.79    | 34,346.12    | 15,676.85    | 18,669.27    |                   |
| 200 9323      | YEARBOOK                      |           |              |              |              |              |              |                   |
| 1,582.70      | 0.00                          | 695.00    | 0.00         | 0.00         | 2,277.70     | 0.00         | 2,277.70     |                   |
| 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         | 45.00                         | 390.00    | 0.00         | 0.00         | 457.67       | 0.00         | 457.67       |                   |
| 200 9380      | KEY CLUB                      |           |              |              |              |              |              |                   |
| 3,304.12      | 103.00                        | 988.75    | 142.50       | 1,167.73     | 3,125.14     | 700.00       | 2,425.14     |                   |
| 200 9390      | INTERNATIONAL CLUB            |           |              |              |              |              |              |                   |
| 990.36        | 0.00                          | 0.00      | 0.00         | 72.20        | 918.16       | 0.00         | 918.16       |                   |
| 200 9395      | PROJECT LOVE                  |           |              |              |              |              |              |                   |
| 216.21        | 0.00                          | 2,067.21  | 0.00         | 0.00         | 2,283.42     | 0.00         | 2,283.42     |                   |

Date: 02/04/2014  
Time: 10:29 am

REVERE LSD - 050054  
Financial Report by Fund/SCC  
REVERE LOCAL - JANUARY 31, 2014

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(FINSUM)

| Fund #   | Fund Description                             |              | FYTD      | MTD          | FYTD         | Current      | Current      | Unencumbered Bank |
|----------|----------------------------------------------|--------------|-----------|--------------|--------------|--------------|--------------|-------------------|
|          | Begin Balance                                | MTD Receipts | Receipts  | Expenditures | Expenditures | Fund Balance | Encumbrances | Fund Balance Code |
| 200 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      | 0.00         | 20.00        | 20.00-       | 0.00         | 20.00-            |
| 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                                    | 7,229.00     | 68,830.07 | 7,620.50     | 108,733.78   | 12,029.56    | 20,648.52    | 8,618.96-         |
| 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                                     | 0.00         | 813.30    | 0.00         | 5,484.23     | 4,802.07     | 0.00         | 4,802.07          |
| 300 9505 | BOYS TENNIS                                  |              |           |              |              |              |              |                   |
|          | 985.96                                       | 0.00         | 1,387.50  | 37.83        | 305.83       | 2,067.63     | 0.00         | 2,067.63          |
| 300 9506 | GIRLS TENNIS                                 |              |           |              |              |              |              |                   |
|          | 3,424.24                                     | 0.00         | 688.95    | 0.00         | 2,294.38     | 1,818.81     | 225.00       | 1,593.81          |
| 300 9507 | WRESTLING                                    |              |           |              |              |              |              |                   |
|          | 2,600.62                                     | 512.00       | 9,937.00  | 6,360.02     | 10,377.00    | 2,160.62     | 216.00       | 1,944.62          |
| 300 9508 | CHEERLEADING                                 |              |           |              |              |              |              |                   |
|          | 6,913.81                                     | 0.00         | 1,095.00  | 100.00       | 5,399.22     | 2,609.59     | 180.00       | 2,429.59          |
| 300 9509 | BOYS BASKETBALL                              |              |           |              |              |              |              |                   |
|          | 7,592.20                                     | 0.00         | 18,816.00 | 3,097.72     | 18,812.07    | 7,596.13     | 1,719.60     | 5,876.53          |
| 300 9510 | GIRLS BASKETBALL                             |              |           |              |              |              |              |                   |
|          | 2,851.34                                     | 0.00         | 6,395.00  | 701.35       | 7,288.24     | 1,958.10     | 1,275.78     | 682.32            |

Date: 02/04/2014  
Time: 10:29 am

REVERE LSD - 050054  
Financial Report by Fund/SCC  
REVERE LOCAL - JANUARY 31, 2014

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(FINSUM)

| Fund #                           | Fund Description |            | FYTD         | MTD          | FYTD         | Current      | Current           | Unencumbered Bank |
|----------------------------------|------------------|------------|--------------|--------------|--------------|--------------|-------------------|-------------------|
| Begin Balance                    | MTD Receipts     | Receipts   | Expenditures | Expenditures | Fund Balance | Encumbrances | Fund Balance Code |                   |
| 300 9511 BOYS GOLF               |                  |            |              |              |              |              |                   |                   |
| 2,512.51                         | 0.00             | 0.00       | 0.00         | 2,195.82     | 316.69       | 315.00       | 1.69              |                   |
| 300 9512 GIRLS GOLF              |                  |            |              |              |              |              |                   |                   |
| 880.17                           | 0.00             | 350.00     | 140.20       | 954.24       | 275.93       | 0.00         | 275.93            |                   |
| 300 9513 BASEBALL                |                  |            |              |              |              |              |                   |                   |
| 8,498.69                         | 7,255.06         | 7,681.06   | 1,362.00     | 7,529.57     | 8,650.18     | 3,126.52     | 5,523.66          |                   |
| 300 9514 SOFTBALL                |                  |            |              |              |              |              |                   |                   |
| 2,228.84                         | 0.00             | 1,050.00   | 1,000.00     | 1,895.00     | 1,383.84     | 0.00         | 1,383.84          |                   |
| 300 9515 SWIMMING                |                  |            |              |              |              |              |                   |                   |
| 2,657.13                         | 0.00             | 572.91     | 471.25       | 1,284.99     | 1,945.05     | 204.00       | 1,741.05          |                   |
| 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   | 51.16        | 51.16        | 1,299.68     | 70.00        | 1,229.68          |                   |
| 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       | 0.00         | 0.00         | 2,195.04     | 0.00         | 2,195.04          |                   |
| 300 9525 OHSA TOURNAMENTS        |                  |            |              |              |              |              |                   |                   |
| 0.00                             | 0.00             | 22,109.90  | 0.00         | 22,074.71    | 35.19        | 0.00         | 35.19             |                   |
| 300 9526 ROBOTICS                |                  |            |              |              |              |              |                   |                   |
| 0.00                             | 495.00           | 495.00     | 0.00         | 0.00         | 495.00       | 39.96        | 455.04            |                   |
| 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                             | 0.83             | 171,344.71 | 35,155.36    | 169,369.50   | 1,975.21     | 117,801.74   | 115,826.53-       |                   |
| 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          |                   |

Date: 02/04/2014  
Time: 10:29 am

REVERE LSD - 050054  
Financial Report by Fund/SCC  
REVERE LOCAL - JANUARY 31, 2014

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(FINSUM)

| Fund #        | Fund Description                         | FYTD<br>Begin Balance | MTD<br>Receipts | FYTD<br>Receipts | MTD<br>Expenditures | FYTD<br>Expenditures | Current<br>Fund Balance | Current<br>Encumbrances | Unencumbered Bank<br>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                  | 217,211.55      | 326,745.82       | 32,605.29           | 317,614.25           | 9,131.57                | 67,130.60               | 57,999.03-                             |
| 516 9314      | PARENT MENTOR - (7/1/13-6/30/14)         | 0.00                  | 0.00            | 9,891.32         | 1,848.84            | 13,835.05            | 3,943.73-               | 6,635.31                | 10,579.04-                             |
| 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                  | 0.00            | 63,977.07        | 25,045.05           | 93,223.56            | 29,246.49-              | 2,479.70                | 31,726.19-                             |
| 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                  | 0.00            | 23,844.72        | 7,317.36            | 32,479.44            | 8,634.72-               | 0.00                    | 8,634.72-                              |
| GRAND TOTALS: |                                          |                       |                 |                  |                     |                      |                         |                         |                                        |
|               |                                          | 21,539,325.83         | 1,062,557.51    | 22,620,502.33    | 3,603,902.98        | 25,658,570.55        | 18,501,257.61           | 2,611,437.78            | 15,889,819.83                          |

## FORM SM-2

DATE: 02/04/2014  
TIME: 10:31:56OHIO DEPARTMENT OF EDUCATION - OFFICE OF SCHOOL MANAGEMENT ASSISTANCE  
ANNUAL SPENDING PLAN (CURRENT OPERATION - GENERAL FUND ONLY - O.R.C. 5705.391)

PAGE: 1

SCHOOL DISTRICT: REVERE LSD - 050054

IRN # 050054 COUNTY: Summit  
Revere LSD January 2014

FISCAL YEAR: 2014 MONTH: 01

|                                                             | MONTHLY<br>ESTIMATE | MONTHLY<br>ACTUAL | MONTHLY<br>DIFFERENCE | FISCAL YTD<br>ESTIMATE | FISCAL YTD<br>ACTUAL | FISCAL YTD<br>DIFFERENCE |
|-------------------------------------------------------------|---------------------|-------------------|-----------------------|------------------------|----------------------|--------------------------|
| <b>REVENUES</b>                                             |                     |                   |                       |                        |                      |                          |
| 01.010 General Property (Real Estate)                       | 0                   | 0                 | 0                     | 12,758,332             | 12,987,451           | 229,119                  |
| 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                           | 187,354             | 225,198           | 37,844                | 1,285,052              | 1,541,343            | 256,291                  |
| 01.040 Restricted Grants-in-Aid                             | 8,732               | 206               | 8,526-                | 8,732                  | 1,640                | 7,092-                   |
| 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                          | 53,000              | 141,932           | 88,932                | 515,589                | 550,621              | 35,032                   |
| 01.070 Total Revenue                                        | 249,086             | 367,336           | 118,250               | 16,379,705             | 16,929,039           | 549,334                  |
| <b>OTHER FINANCING SOURCES</b>                              |                     |                   |                       |                        |                      |                          |
| 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                   | 2,005             | 2,005                 | 35,000                 | 169,123              | 134,123                  |
| 02.070 Total Other Financing Sources                        | 0                   | 2,005             | 2,005                 | 35,000                 | 171,680              | 136,680                  |
| 02.080 Total Revenues and Other Financing Sources           | 249,086             | 369,341           | 120,255               | 16,414,705             | 17,100,719           | 686,014                  |
| <b>EXPENDITURES</b>                                         |                     |                   |                       |                        |                      |                          |
| 03.010 Personal Services                                    | 2,050,224           | 2,093,215         | 42,991                | 11,462,393             | 11,587,384           | 124,991                  |
| 03.020 Employees' Retirement/Insurance Benefits             | 595,000             | 529,727           | 65,273-               | 4,083,228              | 3,885,114            | 198,114-                 |
| 03.030 Purchased Services                                   | 254,800             | 245,465           | 9,335-                | 2,599,650              | 2,576,634            | 23,016-                  |
| 03.040 Supplies and Materials                               | 40,000              | 40,792            | 792                   | 718,227                | 888,214              | 169,987                  |
| 03.050 Capital Outlay                                       | 75,000              | 28,060            | 46,940-               | 236,598                | 224,806              | 11,792-                  |
| 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              | 14,236            | 62,764-               | 540,751                | 322,523              | 218,228-                 |
| 04.500 Total Expenditures                                   | 3,092,024           | 2,951,495         | 140,529-              | 19,640,847             | 19,567,577           | 73,270-                  |
| <b>OTHER FINANCING USES</b>                                 |                     |                   |                       |                        |                      |                          |
| 05.010 Operating Transfers - Out                            | 0                   | 75,000            | 75,000                | 0                      | 75,000               | 75,000                   |
| 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                   | 75,000            | 75,000                | 0                      | 275,000              | 275,000                  |
| 05.050 Total Expenditure and Other Financing Uses           | 3,092,024           | 3,026,495         | 65,529-               | 19,640,847             | 19,842,577           | 201,730                  |
| 06.010 Excess Rev & Oth Financing Sources over(under) Exp & | 2,842,938-          | 2,657,154-        | 185,784               | 3,226,142-             | 2,741,858-           | 484,284                  |
| 07.010 Beginning Cash Balance                               | 16,099,391          | 16,397,892        | 298,501               | 16,482,595             | 16,482,596           | 1                        |
| 07.020 Ending Cash Balance                                  | 13,256,453          | 13,740,738        | 484,285               | 13,256,453             | 13,740,738           | 484,285                  |
| 08.010 Outstanding Encumbrances                             | 0                   | 1,651,386         | 1,651,386             | 0                      | 1,651,386            | 1,651,386                |

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|----------------------------------------|--|--|--|--|--|--|--|--|
| FY2014                                 |  |  |  |  |  |  |  |  |
| REVERE LOCAL SCHOOL DISTRICT           |  |  |  |  |  |  |  |  |
| PERMANENT IMPROVEMENT - FUND #003      |  |  |  |  |  |  |  |  |
| Monthly Cash Flow Spending Plan Report |  |  |  |  |  |  |  |  |
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| FY2014                                                 |               |               |               |               |              |              |              |              |
|--------------------------------------------------------|---------------|---------------|---------------|---------------|--------------|--------------|--------------|--------------|
| REVERE LOCAL SCHOOLS FOOD SERVICE ENTERPRISE-FUND #006 |               |               |               |               |              |              |              |              |
| Monthly Cash Flow Spending Plan Report                 |               |               |               |               |              |              |              |              |
|                                                        |               |               |               |               |              |              |              |              |
| INCOME                                                 | JULY          | AUGUST        | SEPT          | OCT           | NOV          | DEC          | JAN          | TOTALS       |
| BEGINNING BALANCES                                     | \$24,159.91   | (\$14,781.14) | (\$20,731.60) | (\$4,791.22)  | \$9,120.90   | \$185,160.22 | \$191,464.20 |              |
|                                                        |               |               |               |               |              |              |              |              |
| 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  | \$299,381.78 |
| Student A-La-Carte Sales                               |               | \$9,908.95    | \$13,726.20   | \$14,471.02   | \$11,915.36  | \$9,120.65   | \$9,982.05   | \$69,124.23  |
| Student Milk Sales                                     |               | \$306.50      | \$778.00      | \$885.50      | \$758.50     | \$524.00     | \$534.00     | \$3,786.50   |
| Adult Lunch Sales                                      |               | \$549.10      | \$1,380.75    | \$1,483.25    | \$1,416.75   | \$1,149.49   | \$1,179.55   | \$7,158.89   |
| 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     |              | \$1,740.84   |
| 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     | \$1,831.81   |
| State Subsidy                                          |               |               |               |               |              | \$360.72     | \$360.72     | \$721.44     |
| Federal Subsidy                                        |               |               |               | \$18,930.70   | \$13,513.59  | \$11,411.82  | \$9,460.06   | \$53,316.17  |
| 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  | \$637,659.85 |
|                                                        |               |               |               |               |              |              |              |              |
|                                                        |               |               |               |               |              |              |              |              |
| EXPENDITURES                                           | JULY          | AUGUST        | SEPT          | OCT           | NOV          | DEC          | JAN          | 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  | \$196,716.53 |
| Overtime/Extra Time                                    |               | 13.63         | \$99.23       | \$83.60       | \$247.05     | \$212.82     | \$262.87     | \$919.20     |
| Leaves/Holiday                                         | \$82.84       | \$33.83       | \$124.16      |               | \$141.05     | \$186.54     | 68.5         | \$636.92     |
| Severence                                              |               |               |               |               |              |              |              | \$0.00       |
| Substitutes                                            |               |               | \$173.42      | \$512.74      | \$256.15     | \$481.97     | \$418.46     | \$1,842.74   |
| Benefits                                               | \$14,511.30   | \$15,783.64   | \$25,525.46   | \$4,228.64    | \$13,980.41  | \$14,472.84  | \$15,911.42  | \$104,413.71 |
| SURcharge                                              |               |               |               |               |              |              |              | \$0.00       |
| Management Services                                    |               | \$2,848.50    |               |               |              |              |              | \$2,848.50   |
| 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  | \$163,892.13 |
| 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  | \$480,096.96 |
|                                                        |               |               |               |               |              |              |              |              |
| ENDING BALANCES                                        | (\$14,781.14) | (\$20,731.60) | (\$4,791.22)  | \$9,120.90    | \$185,160.22 | \$191,464.20 | \$181,722.80 |              |
| ENCUMBERANCES                                          | \$13,077.17   | \$51,334.06   | \$91,698.25   | \$91,145.59   | \$53,057.26  | \$52,856.72  | \$78,108.30  |              |
| UNENCUMBERED BAL                                       | (\$27,858.31) | (\$72,065.66) | (\$96,489.47) | (\$82,024.69) | \$132,102.96 | \$138,607.48 | \$103,614.50 |              |

# New Document

**LIST OF DONATIONS  
RECEIVED BY THE REVERE LOCAL SCHOOL DISTRICT  
02/18/2014**

CASH DONATIONS

1. To: Revere Schools, \$850.00, additional funding for the Patrick Alfieri Lives Scholarship.  
From: Fred Zimmer (\$100.00)  
Lorraine Coram (\$750.00)
2. To: Revere Schools, \$50.00, to support the Robotics program at the High School.  
From: MAS Inc.
3. To: Bath School, \$94.00, to be split between the needs of the Music program and the Computer lab.  
From: Nancy Kusinski

EQUIPMENT / OTHER DONATIONS

NA

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

# New Document

## Attachment T-4

### Adjustments FY2014 Permanent Appropriations February 18, 2014

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

| Category/Description                                                  | Fund # | Action   | Adjustment  | Adjusted Appropriation<br>Total |
|-----------------------------------------------------------------------|--------|----------|-------------|---------------------------------|
| <u>Special Revenue Funds</u>                                          |        |          |             |                                 |
| Title VIB - IDEA                                                      | 516    | INCREASE | \$15,948.31 | \$579,743.21                    |
| Title I                                                               | 572    | INCREASE | \$2,820.09  | \$298,478.77                    |
| Title IIA                                                             | 590    | INCREASE | \$40.23     | \$73,905.12                     |
| <u>Enterprise Funds</u>                                               |        |          |             |                                 |
| <u>Internal Service Funds</u>                                         |        |          |             |                                 |
| <u>Capital Projects Fund Class</u>                                    |        |          |             |                                 |
| <u>Trust Fund Class</u>                                               |        |          |             |                                 |
| <u>Agency Fund Class</u>                                              |        |          |             |                                 |
| Total of adjustments and or increase to the District's Appropriations |        |          | \$18,808.63 |                                 |

# New Document

# INVENTORY CONTROL FORM

Attachment T-5

## PART 1: To be completed by purchaser

Inventory Action:

Addition ( )

Deletion (X)

Board approved date: \_\_\_\_\_

Correction ( )

Transfer ( )

for transfers only

Purchase Order # \_\_\_\_\_

Received Date \_\_\_\_\_

BARCODE TAG #

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|        | Bldg. | Room |
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| From:  |       |      |
| To:    |       |      |
| Tag #: |       |      |

Location:

| BLDG. # | FLOOR # | ROOM # |
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Description:

ITEM NAME PS2 Smack Down

BRAND NAME Play Station

SERIAL # \_\_\_\_\_

MODEL # \_\_\_\_\_

Verification of barcode tag placement:

1-14-14  
date

CRundo  
signature

Cathy Rundo  
printed name

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

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

Asset Class \_\_\_\_\_

Life \_\_\_\_\_

Acq Cost \_\_\_\_\_

Equip Code \_\_\_\_\_

Fund

Func

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Product Part # \_\_\_\_\_

Entered on Inventory system by: \_\_\_\_\_

signature

# INVENTORY CONTROL FORM

## PART 1: To be completed by purchaser

Inventory Action:

Addition ( )

Deletion (X)

Board approved date: \_\_\_\_\_

Correction ( )

Transfer ( )

for transfers only

Purchase Order # \_\_\_\_\_

Received Date \_\_\_\_\_

BARCODE TAG #

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|        | Bldg. | Room |
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| From:  |       |      |
| To:    |       |      |
| Tag #: |       |      |

Location:

| BLDG. # | FLOOR # | ROOM # |
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Description:

ITEM NAME

Time Splitters 2

BRAND NAME

Play Station 2

SERIAL #

MODEL #

Verification of barcode tag placement:

1-14-2014  
date

signature

printed name

CRundo

Cathy Rundo

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

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

Asset Class

Life

Acq Cost

Equip Code

Fund

Func

Product Part #

Entered on Inventory system by:

signature

# INVENTORY CONTROL FORM

## PART 1: To be completed by purchaser

Inventory Action:

Addition ( )

Deletion (X)

Board approved date: \_\_\_\_\_

Correction ( )

Transfer ( )

for transfers only

Purchase Order # \_\_\_\_\_

Received Date \_\_\_\_\_

BARCODE TAG #

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|        | Bldg. | Room |
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| From:  |       |      |
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Location:

| BLDG. # | FLOOR # | ROOM # |
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Description:

ITEM NAME

Virtua Fighter 4 Evolution

BRAND NAME

Playstation 2

SERIAL #

MODEL #

Verification of barcode tag placement:

1-14-2014

date

signature

printed name

CRundo

Cathy Rundo

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

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

Asset Class

Life

Acq Cost

Equip Code

Fund

Func

Product Part #

Entered on Inventory system by:

signature

# INVENTORY CONTROL FORM

## PART 1: To be completed by purchaser

Inventory Action:

Addition ( )

Deletion (X)

Correction ( )

Transfer ( )

Board approved date: \_\_\_\_\_

Purchase Order # \_\_\_\_\_

Received Date \_\_\_\_\_

BARCODE TAG #

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Location:

| BLDG. # | FLOOR # | ROOM # |
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Description:

ITEM NAME

Burnout

BRAND NAME

Play Station 2

SERIAL #

MODEL #

for transfers only

|        | Bldg. | Room |
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| From:  |       |      |
| To:    |       |      |
| Tag #: |       |      |

Verification of barcode tag placement:

1-14-2014  
date

CRundo

signature

Cathy Rundo  
printed name

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

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

Asset Class

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Acq Cost

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Equip Code

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Product Part #

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Entered on Inventory system by:

signature

# INVENTORY CONTROL FORM

## PART 1: To be completed by purchaser

Inventory Action:

Addition ( )

Deletion (X)

Board approved date: \_\_\_\_\_

Correction ( )

Transfer ( )

for transfers only

Purchase Order # \_\_\_\_\_

Received Date \_\_\_\_\_

BARCODE TAG #

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|        | Bldg. | Room |
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| To:    |       |      |
| Tag #: |       |      |

Location:

| BLDG. # | FLOOR # | ROOM # |
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Description:

ITEM NAME

Atari

BRAND NAME

Play Station 2

SERIAL #

MODEL #

Verification of barcode tag placement:

1-14-2014

date

signature

printed name

CRundo

Cathy Rundo

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

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

Asset Class

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Life

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Acq Cost

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Equip Code

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Product Part #

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Entered on Inventory system by:

signature

# INVENTORY CONTROL FORM

## PART 1: To be completed by purchaser

Inventory Action:

Addition ( )

Deletion (X)

Board approved date: \_\_\_\_\_

Correction ( )

Transfer ( )

for transfers only

Purchase Order # \_\_\_\_\_

Received Date \_\_\_\_\_

BARCODE TAG #

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Location:

| BLDG. # | FLOOR # | ROOM # |
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Description:

ITEM NAME

Soul Calibur 2

BRAND NAME

Soul Calibur 2 Playstation 2

SERIAL #

MODEL #

Verification of barcode tag placement:

1-14-2014

date

CRundo

signature

Cathy Rundo

printed name

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

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

Asset Class

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Life

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Acq Cost

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Product Part #

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Entered on Inventory system by:

signature

# INVENTORY CONTROL FORM

## PART 1: To be completed by purchaser

Inventory Action:

Addition ( )

Deletion (X)

Board approved date: \_\_\_\_\_

Correction ( )

Transfer ( )

for transfers only

Purchase Order # \_\_\_\_\_

Received Date \_\_\_\_\_

BARCODE TAG #

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Location:

| BLDG. # | FLOOR # | ROOM # |
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Description:

ITEM NAME

Dormax 2

BRAND NAME

Dormax 2 PlayStation 2

SERIAL #

MODEL #

Verification of barcode tag placement:

1-14-2014  
date

signature

printed name

CRundo

Cathy Rundo

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

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

Asset Class

Life

Acq Cost

Equip Code

Fund

Func

Product Part #

Entered on Inventory system by:

signature

# INVENTORY CONTROL FORM

## PART 1: To be completed by purchaser

Inventory Action:

Addition ( )  
Correction ( )

Deletion (X)  
Transfer ( )

Board approved date: \_\_\_\_\_

Purchase Order # \_\_\_\_\_

Received Date \_\_\_\_\_

BARCODE TAG #

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Location:

| BLDG. # | FLOOR # | ROOM # |
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Description:

ITEM NAME

Tomb Raider

BRAND NAME

Play Station 2

SERIAL #

MODEL #

for transfers only

|        | Bldg. | Room |
|--------|-------|------|
| From:  |       |      |
| To:    |       |      |
| Tag #: |       |      |

Verification of barcode tag placement:

1-14-2014  
date

CRundo  
signature  
Cathy Rundo  
printed name

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

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

Asset Class

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Life

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Acq Cost

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Equip Code

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Fund

Func

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|  |

Product Part #

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|--|
|  |
|--|

Entered on Inventory system by:

signature

# INVENTORY CONTROL FORM

## PART 1 To be completed by purchaser

Inventory Action:

Addition ( )

Deletion (X)

Board approved date: \_\_\_\_\_

Correction ( )

Transfer ( )

for transfers only

Purchase Order # \_\_\_\_\_

Received Date \_\_\_\_\_

BARCODE TAG #

|  |
|--|
|  |
|--|

|        | Bldg. | Room |
|--------|-------|------|
| From:  |       |      |
| To:    |       |      |
| Tag #: |       |      |

Location:

| BLDG. # | FLOOR # | ROOM # |
|---------|---------|--------|
|         |         |        |

Description:

ITEM NAME

ATV 2

BRAND NAME

Play Station 2

SERIAL #

MODEL #

Verification of barcode tag placement:

1-14-2014  
date

CRundo  
signature  
Cathy Rundo  
printed name

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

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

Asset Class

|  |
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Life

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Acq Cost

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Equip Code

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Fund

Func

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Product Part #

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|  |
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Entered on Inventory system by:

signature

# New Document

**NORTHEAST OHIO NETWORK FOR EDUCATIONAL TECHNOLOGY  
SERVICE PROVIDER CONTRACT  
INTERNET SERVICE**

**Contract Number: 050054-1415**

This agreement for the provision of Exchange Hosting service ("Agreement") is entered between the Northeast Ohio Network for Educational Technology (a program of the Metropolitan Regional Service Council) (Provider") and Revere Local Schools ("Customer"), as verified by the signatures on the signature page below.

WHEREAS, Provider is an information technology center ("ITC") organized as a regional council of governments and operating as part of the Ohio Education Computer Network ("OECN"), which has been established by the State of Ohio to provide communications and other technology services to public schools and other authorized user entities; and

WHEREAS, the Customer is a School District or School chartered by the State of Ohio, and;

WHEREAS, the Provider through its technology center desires to provide to Customer and Customer desires to secure from Providers the services detailed in this Agreement;

NOW THEREFORE, in consideration of the mutual agreements hereinafter set forth and for other good and valuable consideration, the parties hereto, intending to be legally bound, agrees as follows:

**I. DEFINITIONS:**

As used in this Agreement the following terms shall be defined as follows:

*"Customer"* shall mean a public or private school or school district that has agreed to the terms and conditions of this Agreement.

*"Provider"* shall mean the information technology center ("NEOnet").

*"Parties"* shall mean the Customer and Provider collectively.

*"Services"* shall mean all of the duties and ministrations affirmatively checked in Article III Performance of this Agreement.

*"User"* shall mean a school or person authorized by a school to make use of the data services or equipment secured by Customer from Provider by this Agreement.

**II. TERM**

A. The Customer agrees to purchase Service for the period beginning July 1, 2014, and ending June 30, 2015.

**B.** The price of this service shall be the annual contract price for the service as prescribed in Exhibit A.

**C.** Upon a termination of the Agreement by the Customer prior to the end of the stated term, the Customer agrees to pay Provider for contractual obligations incurred by the Provider on behalf of Customer for the original one (1) year contract period.

### **III. PERFORMANCE**

**A.** Provider shall furnish Customer exchange hosting services on a 24-hour-per-day, 7 day-per-week basis, and as further described in attached Exhibit A.

**B.** Provider shall be responsible for the maintenance of the Service and Service Equipment. Provider and its agents shall have the right at any time during normal business hours to enter the Customer's premises (complying with the customers visitors policy) for the purpose of maintaining, inspecting, and testing the Provider's Service Equipment. Provider shall have the right to charge Customer for its cost and expenses incurred in identify and correcting any failure in Customer's facilities or equipment, or in repairing or replacing Provider's Service Equipment which has been damaged or rendered in operable solely or primarily by reason of the Customer's actions or omissions, or the failure or inadequacy of Customer's equipment.

### **IV. CHARGES AND PAYMENT**

**A.** Customer agrees to be solely responsible to Provider for all charges billed by Provider for Services provided to Customer under this Agreement. Charges for the Services provided under this Agreement will be billed to Customer on an annual basis.

**B.** The Parties' obligations hereunder are subject to annual appropriations of their respective governing boards.

**C.** Payment of all invoices sent shall be due within thirty (30) days of the send out date on the Customer's receipt invoice. Any disputed invoice will be promptly brought to the attention of Provider. The parties reserve all legal rights with respect to any disputed invoice.

Late payments shall be subject to a service charge of one and one half percent (1 1/2%) of any and all unpaid balance per month unless expressly waived by the Provider in writing. Provider may at its sole discretion terminate or suspend the Services to any Customer whose payments are in arrears by more than sixty (60) days. Such suspension shall not be deemed a waiver of other legal or equitable rights the Provider may have for fully payment. If the Customer is suspended, there may be a reconnection fee to cover the

administrative cost of reconnection. The reconnection charge shall be in addition to amounts due for unpaid balances and/or the above described service charges.

## **V. WARRANTIES AND LIMITATIONS ON LIABILITY**

**A.** Provider shall be liable to Customer for failure to provide Services, but only if such failure(s) is due to the negligence of Provider and not excused by either of the following: 1) Provider shall not be liable for any damages incurred as a result of the errors, omissions or negligence of Customer, its personnel, employees, agents or users; 2) Provider shall not be liable for failure to perform if such failure is caused by acts of God, winds, fires, landslide, floods, droughts, famines, acts of public enemies, insurrection, military action, sabotage, riots, or civil disturbances, failure of a utility or utility type service which is essential to the Provider's Service or other event(s) not reasonably within the control of the Provider.

**B.** Customer may utilize the Services provided for educational and educational administrative related activities only. Where the Services provided include access to the networks, Provider does not warrant that the functions of the network will meet any specific Customer or user requirements, or that Services provided will be error free or uninterrupted; nor shall Provider be liable for any indirect, incidental, special or consequential damages (including as a result of loss of data or misinformation) sustained in connection with the use, operation, or inability to use the Provider Services by Customer or its users. Further, Customer understands and agrees that Provider will exercise no control over the information that Customer and users may transmit and access as a result of the provision of Services by Provider and that, therefore, Customer will make no claim against Provider for the internet service uses, including transmission, downloading or uploading of information that is offensive, a violation of the law, or the actionable violation of others' rights. Unless special arrangements are made and appended to this Agreement, Provider will not routinely monitor Customer's activities or pupil access to any of the interconnected systems. Any filters or screening devices are limited to those in existence at the date of this Agreement or for which Provider subsequently installs. Provider is not under any duty to install or modify filters or screening programs. Provider does not warrant the accuracy or appropriateness of any information contained in the interconnected systems. Some material contained in the interconnected systems may be inappropriate for school aged pupils.

**C.** Provider assumes no responsibility for controlling, regulating, or monitoring access to the interconnected computer system(s) of the network by minors or for compliance with any laws regulating the same.

**D.** Provider reserves the right to discontinue Customer's access to the Provider's network and/or seek other legal or equitable relief for use of the Services that Provider deems to be in violation of the rules and regulations of any state or federal agency; or in violation of this Agreement; or in violation of state and federal law.

**E.** Customer understands and agrees that Provider shall have no responsibility for Customer's or its users' accessing or transmitting offensive or unlawful information, interference or unlawful access to others' information or networks, or other offensive or unlawful activity in which Provider's Service is used.

**F.** Although Provider does not have a duty to monitor Customer or its Users' transmissions, it shall not be prohibited from so monitoring.

## **VI. TITLE AND OWNERSHIP**

**A.** Title to the Service Equipment shall irrevocably and under all circumstances remain with the Provider and its designees, and the Customer will take no action to knowingly compromise the rights, title, and interest of the provider. The Customer's interest in the Services and Service Equipment is limited to non-exclusive use thereof on the premises.

**B.** All written procedures and similar items utilized or developed in connection with this Agreement, residing with Providers, are not to be considered the property of Customer.

## **VII. CONFIDENTIALITY OF INFORMATION**

**A.** Provider shall exercise reasonable ordinary care in preserving and protecting the confidentiality of information and materials furnished by Customer.

**B.** Except as required by law, Provider agrees not to disclose any materials, information, or other data relating to Customer's operations, to other individuals, corporate entities, districts, or governmental agencies, without prior written consent from Customer.

**C.** Except as required by law including but not limited to the Ohio public records laws, Customer agrees not to disclose any information or documentation obtained from Provider.

## **VIII. NOTICES**

**A.** All notices permitted or required to be given to either of the parties to this Agreement shall be in writing and shall be deemed given or delivered when: (a) delivered by hand or (b) mailed, if sent by regular mail or other express delivery service (receipt requested), in each case to the appropriate addresses set forth below (or to such other addresses as the party may designate by notice to the other party hereto):

1. If to Provider:

Name: Matthew Gdovin  
Address: 700 Graham Road  
City/State/Zip: Cuyahoga Falls / Ohio / 44221  
Phone: 330-926-3902  
Facsimile: 330-926-3901  
E-mail: [Gdovin@neonetda.org](mailto:Gdovin@neonetda.org)

2. If to Customer:

Name: David Forrest  
Address: 3496 Everett Rd. PO Box 340  
City/State/Zip: Bath / Ohio / 44210  
Phone: 330-659-3102

**B. GENERAL PROVISIONS**

- a. **Successors and Assigns.** This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors, assigns, heirs and personal representatives.
- b. **Waiver, Discharge, etc.** This Agreement may not be released, discharged, changed or modified in any manner, except by an instrument in writing signed by both parties. The failure of either party to enforce at any time any of the provision(s) of this Agreement shall in not be construed to be a waiver of any provision(s), nor in any way to affect the validity of this Agreement or any part hereof or the right of either party hereto to enforce each and every such provision. No waiver of any breach of this Agreement shall be held to be a waiver of any other or subsequent breach. Furthermore, the term of any purchase order, invoice or like document issued in conjunction with the Service to be provided herein shall not serve to add to or modify the terms of this Agreement.
- c. **Captions.** The captions in this Agreement are inserted only as a matter of convenience and as a reference, and in no way define, limit or describe the scope or intent of this Agreement or any of the provisions hereof.
- d. **Rights of Persons Not Parties.** Nothing contained in this Agreement shall be deemed to create rights in persons not parties hereto.
- e. **Severability.** If any provision of this Agreement or the application thereof to any persons or circumstances shall, for any reason or to any extent, be held invalid or unenforceable, the remainder of this Agreement and the application of such provision to such other persons or circumstances shall

not be affected thereby, but rather shall be enforced to the greatest extent permitted by law.

- f. **Entire Agreement.** This Agreement, together with the documents referred to herein, shall constitute the entire agreement between the parties with respect to the subject matter hereof and shall supersede all previous negotiations, commitments and writing with respect to such subject matter.
- g. **Counterparts.** This Agreement may be executed in several counterparts, all of which taken together shall constitute one single agreement between the parties hereto.
- h. **Construction.** This Agreement and its validity, interpretation and effect shall be construed in accordance with and governed by the laws of the State of Ohio. The parties have participated jointly in the negotiation and drafting of this Agreement. If any ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly by the parties and no presumption or burden of proof shall arise favoring any party by virtue of authorship of any specific provisions of the Agreement. When used in this Agreement, the word "including" shall mean including without limitation. Unless the context requires otherwise, any reference to the masculine, feminine and neuter genders include one another.
- i. **Compliance with Law.** Each party agrees to comply with all governmental laws and regulations applicable to the Services contemplated by this Agreement. Customer agrees to provide such written evidence of the approval of this Agreement as may be required by law.
- j. **Fully Understand and Freely Enter.** The undersigned hereby acknowledge that they have read and understand the foregoing. The parties to this Agreement also acknowledge that the execution of this Agreement is a free and voluntary act, done in belief that the Agreement is fair and reasonable. Finally, the parties acknowledge that they have had the right and opportunity to consult with and obtain the advice of independent legal counsel of the parties' own choosing in the negotiation and execution of this Agreement.

## **EXHIBIT A**

### **EXCHANGE HOSTING SERVICES**

This exhibit is hereby made part of the Exchange Hosting Services Agreement (the "Agreement") entered between Provider and Customer, as these terms are defined in the Agreement. The following additional terms and conditions apply to the Agreement.

Charges will be incurred for only those Services for which a charge is shown below. Services will be rendered for the period of the Agreement, unless otherwise stated below.

#### **1. Services**

The Services provided and their attendant costs are set forth on Schedule 1 attached hereto and incorporated herein by reference.

#### **2. Northeast Ohio Network for Educational Technology Obligations**

- a) Northeast Ohio Network for Educational Technology will plan and coordinate all activities incidental to the implementation of the Exchange Hosting connection.
- b) Northeast Ohio Network for Educational Technology will assume all responsibilities for the physical Exchange Hosting system up to and including the router included in any Exchange Hosting connection.

#### **3. Customer's Obligations**

- a) Customer will assume all responsibilities for all local area networks (LAN) connected to an Exchange Hosting connection. These responsibilities include, but are not limited to, Customer-owned communications equipment/cabling, LAN software, and LAN hardware.
- b) Customer will provide surge suppression for all devices either directly or indirectly connected to the Exchange Hosting connection. The surge suppression must meet UL1449 rating.
- c) Customer will provide Northeast Ohio Network for Educational Technology with appropriate and sufficient space and electrical power to facilitate the Exchange Hosting connection installation.
- f) Customer agrees not to resell any Exchange Hosting services provided by Northeast Ohio Network for Educational Technology.

By signing below, Signatory of Customer ("Signatory") certifies authorization to sign on behalf of Customer and certifies having read, understood and agreed to the terms of this Agreement, including the provisions of the attached exhibits which are hereby incorporated herein by reference. Signatory certifies that all information provided by Customer in connection with this Agreement is true and accurate. If Customer is a Board of Education of a school district (a political subdivision of the State of Ohio), Signatory certifies that this Agreement has been approved by formal resolution of its Board of Education; if Customer is another educational entity, Signatory certifies that the Agreement has been approved by formal action of its Board; if Customer is a municipal corporation, Signatory certifies that the Agreement has been approved by legislative action of its council or other legislative authority.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective on the date first set forth above.

**CUSTOMER: Revere Local Schools**

\_\_\_\_\_  
Printed name of Customer

\_\_\_\_\_  
Signature of Authorized Customer Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed name of Authorized Customer Representative

\_\_\_\_\_  
Signature of Authorized Customer Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed name of Authorized Customer Representative

**PROVIDER: Northeast Ohio Network for Educational Technology**

\_\_\_\_\_  
Printed name of Provider

\_\_\_\_\_  
Signature of Officer or Manager for the Provider

\_\_\_\_\_  
Date

Matthew Gdovin

\_\_\_\_\_  
Printed name of Officer or Manager for the Provider

## ***Schedule 1-a***

### ***Summary of Costs***

This exhibit is hereby made part of the Exchange Hosting Services (the "Agreement") entered between Provider and Customer, as these terms are defined in the Agreement. The following additional terms and conditions apply to the Agreement.

#### **Exchange Hosting Service**

One Year (July 1, 2014 to June 30, 2015)

Accounts = 525

Total Annual Cost: \$3,675

# New Document

**Attachment T-7 will be made available as soon as possible.**

# New Document

# Gray Miller Persh LLP

Attorneys-at-Law  
1200 New Hampshire Ave., NW  
Washington, DC 20036

Todd D. Gray  
Partner  
tgray@graymillerpersh.com  
202-776-2571  
[www.graymillerpersh.com](http://www.graymillerpersh.com)

February 4, 2014

**VIA EMAIL**

David R. Forrest  
Treasurer and CFO  
Revere Local Schools  
3496 Everett Road  
Bath, OH 44210

Dear David:

This letter explains the circumstances of our separating our public broadcasting and educational telecommunications practice into a new firm, Gray Miller Persh LLP, and provides the terms under which Gray Miller Persh LLP would represent Revere Local Schools (the "District") in connection with EBS and related FCC regulatory and leasing matters.

After about 95 year of existence, our old firm Dow Lohnes LLP was merged on January 1, 2014 into another firm Cooley LLP. It had been anticipated that our practice would move to Cooley with the rest of the Dow Lohnes firm. However, late last year, the firms realized that there were significant legal conflicts of interest between our client base and Cooley's, and it was agreed that the public broadcasting and educational telecommunications practice would separate from the merged firm. Thus, with my partners Margaret Miller and Barry Persh, who together with me have 70 years of experience representing public radio and TV and EBS stations, we formed Gray Miller Persh LLP, which opened on January 1, 2014. We look forward to seamlessly carrying on our practice, including representing the District.

Our fees are based on the amount of time we spend multiplied by hourly rates that vary based on the experience of each professional, which rates we reserve the right to adjust from time to time. As an accommodation to our governmental and non-profit clients, we charge discounted rates as compared to rates charged to for-profit clients. Current discounted governmental/nonprofit rates for 2014 are \$560 for Todd Gray, \$505 for Meg Miller and \$390 for Barry Persh. We record time to the tenth of an hour.

We may need on occasion to seek assistance from attorneys or other professionals not in our firm, but with whom we maintain a relationship for the purpose of assisting our clients in areas outside of our expertise. In these cases, with our client's consent, we will pass through their fees to our clients, without markup, and will ensure that their rates are no higher than the rates specified above.

As a further accommodation to our clients, we will not normally charge for routine expenses such as postage, photocopies, telephone calls, and facsimiles. However, in the event

of a direct out-of-pocket expense necessitated by our work (such as overnight delivery or courier service, outsourced printing, contracted FCC reference room research, FCC filing or other fees, engineering consultant's fees or fees associated with associated attorneys whose fees are not able to be passed through on our invoices), we will seek reimbursement without markup. In some cases, we may ask that such expenses to be paid in advance to us, or be paid directly by our clients to the applicable vendor.

In the event that we request or receive advances against unearned fees and expenses, and duplicate or other over-payments, these funds shall be treated as the property of the firm. We will apply such funds as credits on subsequent invoices until exhausted or provide refunds on request. In the event that any such funds remain at the conclusion of the engagement and after payment of our fees and expenses, we will return to you, without interest, the unused portion, if any.

Our bills are rendered monthly and we expect payment within 30 days of receipt. We reserve the right to terminate any engagement that is not kept current.

Your 2005 EBS lease agreement with Fixed Wireless Holdings (now Sprint) contemplates that Sprint will pay or reimburse your reasonable, documented out-of-pocket legal and engineering expenses incurred after execution of the agreement in connection with obtaining, renewing, and continuing in full force and effect your license, otherwise complying with FCC regulatory obligations relating to the license, and providing assistance to Sprint in licensing and other matters as Sprint may request from time to time. It is our understanding that we will limit our activities under this engagement to those that should be payable or reimbursable by Sprint, and that we will send invoices on your account directly to Sprint for payment. If there is a need for you to call on us for matters that are not payable by Sprint, we will work out arrangements for payment of such matters prior to undertaking such work.

A number of files may be created during our engagement. At the request of a client, its papers and property will be returned promptly upon completion of our representation. Our own files pertaining to the matter will be retained by the firm. These firm files include, for example, firm administrative records, time and expense reports, personnel and staffing materials, and credit and accounting records. All firm and client documents retained by the firm will be transferred to the person responsible for administering our records retention program. For various reasons, including the minimization of unnecessary storage expenses, we reserve the right to destroy or otherwise dispose of any such documents or other materials retained by us within a reasonable time after termination of the engagement or at such time as we reasonably determine that the documents or files are no longer necessary or useful to be retained.

Revere Local Schools

February 4, 2014

Page 3

If the District would like to confirm our engagement on these terms, please have a copy of this letter executed and returned to me. An electronic copy is fine.

Sincerely,

//signed//

Todd D. Gray  
Partner

Agreed to this \_\_\_ day of \_\_\_\_\_, 2014

REVERE LOCAL SCHOOLS

By: \_\_\_\_\_

Title: \_\_\_\_\_

# New Document



**EOLA of OHIO**  
TEMPLATES

ATTACHMENT 1

**BOARD OF EDUCATION**

REVERE

**SCHOOL DISTRICT**

ADMINISTRATION

1220/page 1 of 4

**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

☒ 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.

☒ It may be aided in this task by:

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

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

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



# EOLA of OHIO

## TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

ADMINISTRATION

1220/page 2 of 4

- ✓ where feasible, the opportunity for applicants to visit the schools of this District
- ✓ 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
- ✓ solicitation of applications from a wide geographical area
- (+) ~~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.**



# EOLA of OHIO

## TEMPLATES

**BOARD OF EDUCATION**

**SCHOOL DISTRICT**

ADMINISTRATION

1220/page 3 of 4

☒ 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.



# NEOLA of OHIO

## TEMPLATES

**BOARD OF EDUCATION**

\_\_\_\_\_ **SCHOOL DISTRICT**

ADMINISTRATION

1220/page 4 of 4

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

© NEOLA 2013

# New Document



**EOLA of OHIO**  
TEMPLATES

ATTACHMENT 2

**BOARD OF EDUCATION**

Revere **SCHOOL DISTRICT**

ADMINISTRATION

1520/page 1 of 5

**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



# EOLA of OHIO

## TEMPLATES

BOARD OF EDUCATION

SCHOOL DISTRICT

ADMINISTRATION

1520/page 2 of 5

☒ 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.

☒ 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.

☒ 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.

☒ 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.



## EOLA of OHIO TEMPLATES

BOARD OF EDUCATION

\_\_\_\_\_ SCHOOL DISTRICT

ADMINISTRATION

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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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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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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

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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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**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.

yes  
**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.**

yes  
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.



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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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**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.

*all*  
**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:~~

- a- N criteria for judging these important qualities;
- sk N procedures by which these values will be communicated to students, parents, and supporters;
- g- N 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 30<sup>th</sup>.

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



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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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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



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ATTACHMENT 8

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**REVISED POLICY - VOL. 32, NO. 1 - SEPTEMBER 2013**

**STANDARDS-BASED TEACHER EVALUATION**

**[DRAFTING NOTE: This is only a policy "template" and requires numerous and important local choices prior to adoption. In addition, the final policy must be developed "in consultation with teachers employed by the Board"]**

The Board of Education is responsible for a standards-based teacher evaluation policy which conforms to the framework for evaluation of teachers as approved by the State Board of Education and aligns with the "Standards for the Teaching Profession" as set forth in State law.

✓ The Board adopts the Ohio Teacher Evaluation System ("OTES") model as approved by the State Board of Education.

The Board believes in the importance of ongoing assessment and meaningful feedback as a powerful vehicle to support improved teaching performance and student growth, as well as promotion and retention decisions for teachers.

This policy shall be implemented as set forth herein and shall be included in the collective bargaining agreement with the REA, and in all extensions and renewals thereof.

This policy has been developed in consultation with teachers employed by the Board.

The Board authorizes the Superintendent to establish and maintain an ongoing Evaluation Policy Consultation committee, with continuing participation by District teachers

represented by the REA,

for the express purpose of recommending necessary changes to the Board for the appropriate revision of this policy.



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### Definitions

**"OTES"** - stands for the Ohio Teacher Evaluation System as adopted by the Ohio State Board of Education in 2011, or as otherwise modified by the State Board of Education.

**"Teacher"** - For purposes of this policy, "teacher" means licensed instructors who spend at least fifty percent (50%) of his/her time providing content-related student instruction and who is working under one (1) of the following:

- A. A license issued under R.C. 3319.22, 3319.26, 3319.222 or 3319.226; or
- B. A permanent certificate issued under R.C. 3319.222 as it existed prior to September, 2003; or
- C. A permanent certificate issued under R.C. 3319.222 as it existed prior to September, 2006; or
- D. A permit issued under R.C. 3319.301.

Substitute teachers and teachers not meeting this definition are not subject to evaluation under this policy. Full time bargaining unit members who do not meet the definition will be evaluated utilizing the evaluation procedures of the collective bargaining agreement in effect between the Board and the



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The Superintendent, Treasurer, ~~Business Manager~~ and any "other administrator" as defined by R.C. 3319.02 are not subject to evaluation under this policy

**"Credentialed Evaluator"** - For purposes of this policy, each teacher subject to evaluation will be evaluated by a person who:

- A. meets the eligibility requirements under R.C. 3319.11(D); and
- B. holds a credential established by the Ohio Department of Education for teacher evaluation; and
- C. has completed State-sponsored evaluation training and has passed an online credentialing assessment.

**[Choose One]**

☐ The Board will approve and maintain a list of credentialed evaluators as necessary to effectively implement this policy.

**OR**

☒ The Board shall authorize the Superintendent/designee to approve and maintain a list of credentialed evaluators as necessary to effectively implement this policy.

**"Core Subject Area"** - means reading and English language arts, mathematics, science, foreign language, government, economics, fine arts, history and geography.

**"Student Growth"** - for the purpose of the District's evaluation policy, student growth is defined as the change in student achievement for an individual student between two (2) or more points in time.

**"Student Learning Objectives" ("SLOs")** - include goals identified by a teacher or group of teachers that identify expected learning outcomes or growth targets for a group of students over a period of time.

**"Shared Attribution Measures"** - student growth measures that can be attributed to a group.



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**"Value-Added"** – refers to the EVAAS Value-Added methodology provided by SAS, Inc., which provides a measure of student progress at the District and school level based on each student's scores on State issued standardized assessments.

**"Vendor Assessment"** – student assessments approved by the Ohio Department of Education that measure mastery of the course content for the appropriate grade level, which may include nationally normed standardized assessments, industry certification exams, or end-of-course examinations for grade level and subjects for which the Value-Added measure does not apply.

### **Standards-Based Teacher Evaluation**

Teacher evaluations will utilize multiple factors, with the intent of providing meaningful feedback to each teacher and assigning an effectiveness rating based in equal part upon teacher performance and student growth.

Each teacher evaluation will result in an effectiveness rating of:

- A. accomplished;
- B. proficient; **skilled;**
- C. developing; or
- D. ineffective

The specific standards and criteria for distinguishing between these ratings/levels of performance shall be the same as those developed by the State Board of Education, which are incorporated herein by reference.

The Superintendent shall annually cause to be filed a report to the Department of Education the number of teachers for whom an evaluation was conducted as well as the number of teachers assigned each rating as set forth above, aggregated by teacher preparation programs from which and the years in which the teachers graduated.

Fifty percent (50%) of each evaluation will be based upon teacher performance and fifty percent (50%) on multiple measures of student growth as set forth herein.



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### **Assessment of Teacher Performance**

Teacher performance will be evaluated during formal observations and periodic informal observations also known as "classroom walkthroughs." Such performance, which will comprise fifty-percent (50%) of a teacher's effectiveness rating, will be assessed through a holistic process by trained and credentialed evaluators based upon the following *Ohio Standards for the Teaching Profession*:

- A. understanding student learning and development and respecting the diversity of the students they teach;
- B. understanding the content area for which they have instructional responsibility;
- C. understanding and using varied assessment to inform instruction, evaluate and ensure student learning;
- D. planning and delivering effective instruction that advances individual student learning;
- E. creating learning environments that promote high levels of learning and student achievement;
- F. collaborating and communicating with students, parents, other educators, District administrators and the community to support student learning; and
- G. assuming responsibility for professional growth, performance and involvement.



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### Formal Observation and Classroom Walkthrough Sequence

- A. All instructors who meet the definition of "teacher" under R.C. 3319.111 and this policy shall be evaluated based on at least two (2) formal observations and periodic classroom walkthroughs each school year.
- B. Teachers on a limited contract who are under consideration for renewal/nonrenewal shall receive at least three (3) formal observations in addition to periodic classroom walkthroughs. ~~Unless the Superintendent waives the third observation.~~
- ☒ A teacher who has been granted a continuing contract by the Board and who receives a rating of "Accomplished" on his/her most recent evaluation shall be evaluated every other school year.
- ☐ A teacher who receives a rating of "Accomplished" on his/her most recent evaluation may request that in place of one of the required observations, the teacher instead may complete a project. The Superintendent/designee shall approve or deny the teacher's request in his/her sole discretion.

Pursuant to this policy and Board resolution, the Board shall approve a list of projects recommended by the Superintendent/designee that demonstrate a teacher's continued growth and practice at the accomplished level for accomplished teachers who wish to complete a project in lieu of one (1) formal observation.

Evaluations will be completed by May 1<sup>st</sup> and each teacher will be provided a written report of the results of his/her evaluation by May 10<sup>th</sup>. Written notice of nonrenewal will be provided by June 1<sup>st</sup>.

In evaluating teacher performance in these areas, the Board shall utilize the measures set forth by the Ohio Department of Education's OTES "Teacher Performance Evaluation Rubric" for instructional planning, instruction and assessment, and professionalism, set forth herein in the Appendix.



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Each teacher evaluated under this policy shall annually complete a "Self-Assessment," utilizing the Self Assessment Summary Tool set forth herein as "Teacher Evaluation Form."

### Formal Observation Procedure

[Choose One]

The first formal observation shall be preceded by a conference between the evaluator and the employee prior to the observation in order for the employee to explain plans and objectives for the classroom situation to be observed. The second observation will be unannounced.

- PRE & POST ARE OPTIONAL (we probably need to talk to Paul)
- OR
- is it this option in our system?
- A. ☒ All formal observations shall be preceded by a conference between the evaluator and the employee prior to the observation in order for the employee to explain plans and objectives for the classroom situation to be observed.
- B. ☐ A post-observation conference shall be held after each formal observation.

### Informal Observation/Classroom Walkthrough Procedure

- A. ☐ Classroom walkthroughs shall not unreasonably disrupt and/or interrupt the learning environment.
- B. ☐ Data gathered from the walkthrough must be placed on the form designated in Teacher Evaluation Form.
- C. ☐ A final debriefing and completed form must be shared with the employee within a reasonable amount of time.



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### Assessment of Student Growth

In determining student growth measures, the Board adopts the Ohio Department of Education's Ohio Teacher Evaluation System (OTES), which calculates student growth by assessing achievement for an individual student occurring between two (2) points in time. It is important to note that a student who has ~~sixty (60) or more unexcused absences~~ **forty-five (45) or more absences (excused or unexcused)** for the school year will not be included in the determination of student academic growth.

In general, the Board will utilize the following categories to determine this aspect of a teacher's evaluation, depending upon the instructor involved:

- A1. Teachers instructing in value-added subjects exclusively<sup>1</sup>;
- A2. Teachers instructing in value-added courses, but not exclusively<sup>2</sup>;

**OR**

- B. Teachers instructing in areas with Ohio Department of Education approved vendor assessments with teacher-level data available; or

<sup>1</sup> If a teacher's schedule is comprised only of courses or subjects for which the value-added progress dimension is available, until June 30, 2014, the majority (i.e., greater than twenty-five (25%)) of the student growth factor of the evaluation will be based upon the value-added progress as determined for each such teacher. After July 1, 2014, the entire student academic growth factor of the evaluation (i.e., fifty percent (50%)) shall be based on the value-added progress dimension.

<sup>2</sup> For these teachers, value added will be used for the student academic growth factor in proportion to the part of a teacher's schedule of courses or subjects for which the value-added progress dimension is applicable. Teachers with multiple subjects that have value-added data will be issued reports for a composite of reading and math; for other assessments (approved vendor and local measures), the assessment data measures should be representative of the teacher's schedule.



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- C. Teachers instructing in areas where no teacher-level value-added or approved vendor assessment available.<sup>3</sup>

Where value-added methodologies exist for A1 and A2 teachers, the Board will utilize them in the evaluation process, to the extent set forth in the Appendix of the "District Student Growth Measurement Index." Teachers instructing in value-added courses, but not exclusively, will utilize teacher value-added and locally determined measures proportionate to the teacher's schedule.

When an approved Ohio Department of Education vendor assessment is utilized in the measurement of student growth, it will be included in the evaluation process for B teachers to the extent set forth in the Appendix of the "District Student Growth Measurement Index."

When neither teacher-level value-added data nor Ohio Department of Education-approved assessments are available, the District shall use locally-determined Student Growth Measures for C teachers as set forth in the Appendix of the "District Student Growth Measurement Index." Student Growth Measures may be comprised of SLOs, shared attribution, and/or non-Value-Added vendor data.

An SLO must be based upon the following criteria: Baseline and Trend Data, Student Population, Interval of Instruction, Standards and Content, Assessment(s), Growth Targets, and Rationale for Growth Targets. When new SLO's are developed or revised, the process will include consultation with teachers employed by the Board. The Board's process for creating and revising SLO's is set forth in the Appendix of the "District OTES Student Growth Measures Manual."

Data from these approved measures of student growth will be scored on five (5) levels in accordance with the Ohio Department of Education/OTES guidance and converted to a score in one of three (3) levels of student growth:

- A. above;  
B. expected;  
C. below.

<sup>3</sup> If used, only one (1) "shared attribution" measure can be utilized per instructor.



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### Final Evaluation Procedures

Each teacher's performance rating will be combined with the assessment of student growth measures to produce the summative evaluation rating, based upon the following "Evaluation Matrix":

|                         |          | Teacher Performance                  |                                      |                                      |             |
|-------------------------|----------|--------------------------------------|--------------------------------------|--------------------------------------|-------------|
|                         |          | 4                                    | 3                                    | 2                                    | 1           |
| Student Growth Measures | Above    | Accomplished                         | Accomplished                         | <del>Proficient</del> <b>Skilled</b> | Developing  |
|                         | Expected | <del>Proficient</del> <b>Skilled</b> | <del>Proficient</del> <b>Skilled</b> | Developing                           | Developing  |
|                         | Below    | Developing                           | Developing                           | Ineffective                          | Ineffective |

The evaluator shall provide that each evaluation is submitted to the teacher for his/her acknowledgement by written receipt. If signed, by the teacher, the receipt is to be sent to the Superintendent as soon as received.



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### **Professional Growth Plans and Professional Improvement Plans**

Based upon the results of the annual teacher evaluation as converted to the "Evaluation Matrix" above, each teacher must develop either a professional growth plan or professional improvement plan as follows:

- A. Teachers whose performance rating indicates above expected levels of student growth will develop a professional growth plan and may choose their credentialed evaluator from those available to the Board for that purpose, utilizing the components set forth in the "Teacher Evaluation Form."
- B. Teachers whose performance rating indicates expected levels of student growth will develop a professional growth plan collaboratively with his/her credentialed evaluator and will have input on his/her evaluator for the next evaluation cycle, utilizing the components set forth in the "Teacher Evaluation Form"
- C. Teachers whose performance rating indicates below expected levels of student growth will develop a professional improvement plan with their credentialed evaluator. The administration will assign the evaluator for the subsequent evaluation cycle and approve the professional improvement plan, utilizing the components set forth in "Teacher Evaluation Form."



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### **Core Subject Teachers - Testing for Content Knowledge**

Beginning with the 2015-2016 school year, core subject area teachers must register for and complete all written examinations of content knowledge selected by the Ohio Department of Education if the teacher has received an effectiveness rating of "Ineffective" on his/her annual evaluation for two (2) of the three (3) most recent school years.

If a teacher passes the examination set forth above and provides proof of that passage to the Board, the teacher will be required, at the teacher's expense, to complete professional development that is targeted to the deficiencies identified in the teacher's evaluations conducted under this policy.

The following may be grounds for termination of a teacher pursuant to R.C. 3319.16:

- A. failing to complete all required written examinations under this section;
- B. a failing score on a written examination(s) taken pursuant to this section;
- C. a rating of "ineffective" on the teacher's next evaluation after passing all written examinations pursuant to this section and after completion of the required professional development; or
- D. failure of a teacher to complete the required professional development.

Any teacher passing the examination set forth above will not be required to take the examination again for three (3) years, regardless of the teacher's evaluation ratings or the performance index score ranking of the building in which the teacher teaches.

No teacher shall be responsible for the cost of taking an examination set forth above.

### **Board Professional Development Plan**

In accordance with the Ohio State Board of Education's statewide evaluation framework, the Board has adopted a specific plan for the allocation of financial resources to support the professional development of teachers covered by this policy. The plan will be reviewed annually.



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### **Retention and Promotion Decisions/Removal of Poorly Performing Teachers**

It is the purpose of this Standards-Based Teacher Evaluation Policy to improve the quality of instruction, enhance student learning and strengthen professional competence through meaningful feedback and targeted professional development. In addition, the evaluations produced will serve to inform the Board on employment decisions, i.e., retention, promotion of teachers, renewal of teaching contracts, and the removal/nonrenewal of poorly performing teachers.

#### **Definitions:**

**"Retention"** for purposes of this policy refers to employment decisions on the question of whether or not to suspend a contract pursuant to a reduction in force, nonrenew a limited or extended limited contract, or terminate employment for good and just cause. In the case of a reduction in force, seniority will not be considered when making decisions on contract suspensions, except in the instance of comparable evaluations. The decision to nonrenew or terminate the contract of a poorly performing teacher may be informed by the evaluation(s) conducted under this policy. However, decisions to nonrenew or terminate a teaching contract are not limited by the existence of this policy.

**"Promotion"** as used in this context is of limited utility given the fact that teachers covered by this policy are not currently employed in any discernible hierarchy. Nevertheless, when making decisions relative to such matters as determining department or grade level chairpersons, selections to curricular or strategic planning bodies, or teaching assignments, the Board will consider teacher performance as indicated by evaluations.

**"Poorly Performing Teachers"** refers to teachers identified through the evaluation process set forth in this policy who demonstrate an inability and/or unwillingness to meet the reasonable expectations of this standards-based evaluation system.

**"Comparable Evaluations"** Since seniority may not be the basis for teacher retention or other employment decisions, except when deciding between teachers who have comparable evaluations, this refers to teachers within the categories of "Ineffective," "Developing," "Proficient," "Skilled," and "Accomplished."



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### Removal of Poorly Performing Teachers

Poorly performing teachers may be removed, upon recommendation of the Superintendent, either through nonrenewal or termination, when the following has been demonstrated:

- A. failure of a core subject area teacher required to take a written examination to pass such examination;
- B. failure of core subject area teacher required to take a written examination to complete required professional development;
- C. failure of core subject area teacher to complete all required written examinations;
- D. receipt of an "Ineffective" rating by a core subject area teacher in the evaluation following passage of a written examination and completion of required professional development;

( )

( )

**OR**

☒

Removal of poorly performing teachers will be in accordance with the nonrenewal and termination statutes of the Ohio revised code

( )

and/or the relevant provisions of the collective bargaining agreement in effect between the Board and the \_\_\_\_\_.



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Nothing in this policy will be deemed to prevent the Board from exercising its rights to nonrenew, terminate, or suspend a teaching contract as provided by law and the terms of the collective bargaining agreement in effect between it and the REA. The evaluation system and procedures set forth in this policy shall not create an expectation of continued employment for teachers on a limited contract that are evaluated under this policy. The Board reserves the right to nonrenew a teacher evaluated under this policy in accordance with R.C. 3319.11 notwithstanding the teacher's summative rating.

R.C. 3319.02, 3319.11, 3319.111, 3319.112, 3319.22, 3319.222, 3319.226

R.C. 3319.26, 3319.58, 3333.0411

A.C. 3301-35-03(A)

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# New Document



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ATTACHMENT 9

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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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- EB. the document is terminated by court order; or
- EC. 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:

- (M) 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.

- (M) 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.

- (M) 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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- (1) 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.
- (1) Any resident of the District who, although not otherwise eligible, meets the criteria for free admission as established by the State Board of Education.
- (1) 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.
- (1) 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.
- (1) 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]**
- (1) 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 :

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.

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



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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.

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# New Document



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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**

# New Document



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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

| ✓ (M) 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.

✓ (M) 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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**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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# New Document



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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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# New Document



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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 ~~(-)-~~ 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.

*Yes include*  
☒ School facilities or equipment may not be used as a means of producing or disseminating to the community any materials that advertises 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** ~~of 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.

*2/2/87*  
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.

N 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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