

## AGENDA



Revere Local School District  
Revere Board Meetings  
Regular January Meeting  
Tuesday, January 16, 2024, 5:30 pm - 8:30 pm  
Revere High School Media Center

### I. CALL TO ORDER

### II. ROLL CALL

Kasha Brackett  
Hayden Hajdu  
Keith Malick  
Natalie Rainey  
Courtney Stein

### III. PLEDGE OF ALLEGIANCE

### IV. PRESENTATIONS/RECOGNITIONS

#### Student Recognitions

#### Richfield Elementary - Presented by: **Mrs. Bohush**

The following student is being recognized for being Revere Ready:  
**Kennedy Traffis**

#### Bath Elementary - Presented by: **Mr. Fry** and *Mr. Wilson*

The following student is being recognized for being a Model Citizen:  
**Teddy Boelter**

#### Revere Middle School - Presented by: *Ms. Alessandro*

The following student is being recognized for RMS Science Club:  
**Katie Nowakowski**  
**Jesse Nowakowski**  
**Serena Guo**  
**Anabelle Guo**  
**Leah Valentine**

#### Revere High School - Presented by:

The following student is being recognized for being a United States representative at the Junior World Chess Championship:  
**Anant Adury**

#### *Presentations:*

#### RHS Renaming of Courses, Presented by: **Dr. Peltz**

-Rename Math to Statistics  
-Rename Anatomy to Honors Anatomy  
-Rename Marketing to Sports and Entertainment Marketing (**Mr. Dallas** will join **Dr. Peltz** in presenting)

#### RMS New Course Proposal, Presented by: **Mr. Conley**

*Growing Leaders* for grades 6 for 2024-2025; Grades 6 and 7 thereafter for one quarter

### V. PUBLIC SPEAKS TO AGENDA ITEMS

## VI. BOARD OF EDUCATION'S AGENDA

- a. Resignation of Superintendent, Michael Tefs, Ed.D.

It is recommended that the Board of Education approve the resignation of **Dr. Tefs** as Superintendent effective July 31, 2024.

- b. Agreement Related to Pending Litigation

Be it resolved upon the recommendation of the Superintendent that the Board of Education authorizes the Superintendent and Treasurer to enter into an agreement to resolve pending litigation, the terms of which have been reduced to writing and provided to the Board.

## VII. TREASURER'S AGENDA - Mr. Rick Berdine

- a. Approval of the Minutes, **Attachment T-1**

The Treasurer recommends approval of the minutes from the Work Session held **December 5, 2023** and the Regular Meeting held **December 12, 2023**.

- b. Approval of the Financial Report, **Attachment T-2**

The Treasurer recommends approval of the Financial Report for the month of **December**.

- c. Donations, **Attachment T-3**

The Treasurer recommends the approval, with appreciation, of the donations listed.

- d. Purchase Orders, **Attachment T-4**

The Treasurer recommends that the Board of Education 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 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 encumbrance.

- e. BOARD MEMBERS' REPORTS

Finance and Audit Committee  
Facilities and Grounds Committee  
Legislative Report  
Policy Committee  
Athletic Hall of Fame Committee  
Cuyahoga Valley Career Center Liaison

## VIII. SUPERINTENDENT'S AGENDA - Michael L. Tefs, Ed.D.

1. Certificated/Licensed Personnel

- a. Athletic Supplemental Contracts (Spring): 2023/2024 School Year - Certificated

It is recommended that the Board of Education approve the **employment** of the of the following supplemental positions. *All new hires are contingent upon an approved background check and confirmation of appropriate licensure/permit, if required:*

### **Baseball**

**Jason Cottrell**, Head Coach

**Steve Wido**, Varsity Assistant Coach

**Eric Browne**, Junior Varsity Coach

### **Softball**

**Allie Krakowiak (Scali)**, Head Coach

### **Boys' Tennis**

**Dave Heideman**, Head Coach

**Kathy Shisler**, Junior Varsity Coach

b. Salary Increase - Additional Education

It is recommended that the Board of Education approve a salary increase for the following based upon additional education, increase prorated to the second half of the current school year:

**Rebecca Tacchite** / BA+15

**Tracy Spaeth** / BA+15

c. Leave of Absence (LOA)

It is recommended that the Board of Education approve the LOA for the following per provisions of the current REA Master Agreement:

**Callah Cooke** - Effective on or about April 2, 2024 through the end of the 2023-2024 school year.

d. Long Term Substitute(s) (LTS)

It is recommended that the Board of Education approve the following LTS due to long term staff absences for the 2023-2024 school year. *All new hires/substitutes are contingent upon an approved background check, verification of transcripts/years of experience and confirmation of appropriate licensure/permit, if required:*

**Julie Sucato** / RES / First Grade Teacher /Effective: 1/4/24 through the end of the 2023/24 school year (Edwards vacancy)

**Sara Mourton** / RMS / Art Teacher / Effective: on or about 4/2/24 through the end of the 2023/24 school year (Cooke LOA)

2. Classified Personnel

a. Athletic Supplemental Contracts (Spring): 2023/2024 School Year - Classified

It is recommended that the Board of Education approve the **employment** of the of the following supplemental positions. *All new hires are contingent upon an approved background check and confirmation of appropriate licensure/permit, if required:*

**Baseball**

**Dan Carlquist**, Grade 9 Coach

**Tyler Jones**, Volunteer Assistant Coach

**Kevin Molinelli**, Volunteer Assistant Coach

**Adam Dennison**, Volunteer Assistant Coach

**Neal Edwards**, Volunteer Assistant Coach

**Girls' Lacrosse**

**Sean Kobunski**, Head Coach

**Anthony DiPio**, Assistant Coach

**Bruce MacDonald**, Assistant Coach

**Softball**

**Andrea Scali**, Varsity Assistant Coach

**Amy Gilmore**, Junior Varsity Assistant Coach

**Lauren Peak**, Volunteer Assistant Coach

b. Resignation(s)

It is recommended that the Board of Education approve the following resignation(s):

**Kyle Vajen** / Contract Bus Driver and Food Service Worker / Effective: 1/1/24

**\*Rochelle Cross / 5 Hour Educational Aide / BES / Effective: 11/27/23 \*Revised effective date from 12/15/23 previously approved on the 12/12/23 BOE Agenda**

c. Change of Position(s)/Transfer(s)

It is recommended that the Board of Education accept the transfer request of **Alisha Healey** from being a third (3rd) shift custodian at RHS to being a second (2nd) shift custodian (Cates vacancy) at RHS, Effective: 1/2/24

d. New Hire(s) - Classified

It is recommended that the Board of Education approve the following new hire(s). *All new hires are contingent upon an approved background check and confirmation of appropriate licensure/permit, if required:*

**Ed Bartunek / Step 4 / Preschool Bus Aide / 2 hour / Transportation / Effective: 1/3/24**

**Tracey Tustin / Step 0 / Special Education/Intensive Needs Educational Aide / RHS / 7 hour / Effective: 1/3/24 (Henretty vacancy)**

e. Game Worker(s) - Classified

It is recommended that the Board of Education approve the following with compensation for the 23-24 school year:

**Lisa Rahas**

3. Student Services

No items at this time.

4. Other Business

a. KSU College Credit Plus (CCP) MOU - 2024/2025 School Year

It is recommended that the Board of Education approve the Memorandum of Understanding with Kent State University as detailed in **Attachment OB-1**

b. New Course /Curriculum Adoption / Sports & Entertainment Marketing / **First Reading**

The Board of Education will review the recommended new course and curriculum listed below as a first reading with the intention of approving the recommendations with a second and final reading during the February 2024 Regular Meeting:

**Course Title: Sports & Entertainment Marketing** (currently named Marketing)

This class will focus on one of the fastest growing industries in the business world. Sports & Entertainment Marketing focuses on the different business techniques used in the sports and entertainment industry, major cultural topics in amateur and professional athletics, and successful leadership qualities that promote team building. The class will be predominantly project based. Class structure will include presentations, debates/discussion assignments, and writing assignments. This class is useful for students who have an interest in business, the sports industry, and leadership development.

**RHS / Grades 10-12 / One Semester**

**Proposed Curriculum:**

*Cengage*

*Sports & Entertainment Marketing 4th Edition*

*ISBN: 9780357705056;*

c. New Course /Curriculum Adoption / Growing Leaders / **First Reading**

The Board of Education will review the recommended new course and curriculum listed below as a first reading with the intention of approving the recommendations with a second and final

reading during the February 2024 Regular Meeting:

**Course Title: Growing Leaders**

In a time of great change for our preteens, it is imperative that we support their development with strong examples and concrete lessons that exemplify positive personal growth as well as demonstrating empathy toward others. This Leadership and Character Education program instills grit and resilience in students, focuses on key aspects in the leadership development journey, building supportive engagement with peers, as well as the building of a leadership culture in the middle school with our young people.

**Revere Middle School  
Grade 6 for 24-25; Grades 6 & 7 thereafter  
One Quarter**

**Proposed Curriculum:**

*Habitudes® for Leadership and Character Education*

- d. Resolution for Paper Testing in Third Grade for the 2024-2025 School Year

It is recommended that the Board of Education approved the resolution as detailed in **Attachment OB-2**

**IX. INFORMATIONAL ITEMS**

The February Board Work Session will be held **February 13, 2024**, beginning at 5:30 PM in the Revere Administration Building Conference Room;

The Regular February Meeting will be held **February 20, 2024** beginning at 5:30 PM in the High School Media Center.

**X. CONCERNS OF THE PUBLIC AND COMMUNITY ANNOUNCEMENTS**

The Board values and encourage 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 start of the meeting. Should your comments include a request for information or extended dialogue, it maybe necessary and more appropriate that a subsequent meeting with the Board and/or Administrative representative be scheduled to fully discuss 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.

**XI. EXECUTIVE SESSION**

Conference with the Board's attorney

**XII. ADJOURNMENT**

NEW DOCUMENT

**MINUTES**

Revere Local School District  
 Revere Board Meetings  
 Regular December Meeting  
 Tuesday, December 12, 2023, 5:30 pm - 8:30 pm  
 Revere High School Media Center

Attachment T-1

**I. CALL TO ORDER**

Mr. Malick called the meeting to order at 5:36 PM

**II. ROLL CALL**

Hayden Hajdu  
 Claudia Hower  
 Keith Malick  
 Diana Sabitsch  
 Courtney Stein

**III. PLEDGE OF ALLEGIANCE****IV. PRESENTATIONS/RECOGNITIONS*****Student/Staff Recognitions:*****Revere High School Boys Soccer Team**

-State Championship Runner Up  
 -Suburban League Champions  
 -Coach of the Year: **Mr. Nick DePompei**

**Team Roster**

Jake Nations  
 Noah Li  
 Joab Bockstoce  
 Joe Brown  
 Zach Iler  
 Will Sharp  
 Gavin Boltz  
 Gabe Drushell  
 Nick Radion  
 Jeff Boyle  
 Dylan Halm  
 Ethan Mark  
 Cayden Ross  
 AJ Catlett  
 Andrew Caranna  
 Ravi Chirayath  
 Lincoln Clark  
 Brandon Chase  
 Jaxon Kaufman  
 Rasmin Singh  
 Jacob Thomas  
 Ryan Berenson  
 Sal Bonacuse  
 Carson Sample

***Presentations:***

**BREATHE - 6th Grade Program**, Presented by: **Mrs. Burke and Mrs. Hayes****V. PUBLIC SPEAKS TO AGENDA ITEMS****VI. BOARD OF EDUCATION'S AGENDA**

- a. Election of President Pro Tempore

**Res. 24-103871**

It is recommended that the Board of Education elect a President Pro Tempore for the January Organizational Meeting.

Mrs. Hower nominated Mr. Malick as President Pro-Tempore. Moved by Mrs. Hower, seconded by Mrs. Sabitsch to close nominations and cast a unanimous ballot for Mr. Malick as no other nominations were made.

Move: Claudia Hower Second: Diana Sabitsch Status: Passed

- b. CVCC Liaison

**Res. 24-103872**

The President shall appoint members of the Board to serve on committees. 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.

CVCC (1 member) : Jennifer Burke

Move: Claudia Hower Second: Diana Sabitsch Status: Passed

**VII. TREASURER'S AGENDA - Mr. Rick Berdine****Res. 24-103873 consensus items a-f**

- a. Approval of the Minutes, **Attachment T-1**

The Treasurer recommends approval of the minutes from the Work Session held **November 14, 2023** and the Regular Meeting held **November 21, 2023**.

- b. Approval of the Financial Report, **Attachment T-2**

The Treasurer recommends approval of the Financial Report for the month of **November**.

- c. Asset Deletions, **Attachment T-3**

The Treasurer recommends that the Board of Education approve the assets as listed in the attached schedule be disposed of in keeping with Board Policy.

- d. Donations, **Attachment T-4**

The Treasurer recommends the approval, with appreciation, of the donations listed.

- e. Purchase Orders (Then & Now), **Attachment T-5**

The Treasurer recommends that the Board of Education 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 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 encumbrance.

- f. Transfers and Advances

The Treasurer recommends that the Board of Education approve the following:



Transfer: **\$4,576.70** from General Fund 001 to Girls' Golf Fund 300-9512 for **Jeremy Harpley** in lieu of golf coach salary.

**Res. 24-103873 consensus items a-f**

Move: Diana Sabitsch Second: Claudia Hower Status: Passed

**g. BOARD MEMBERS' REPORTS**

Finance and Audit Committee - **Mr. Malick**  
 Facilities and Grounds Committee - **Mrs. Hower & Mrs. Sabitsch**  
 Legislative Report - **Mrs. Stein**  
 Cuyahoga Valley Career Center - **Mrs. Burke & Mr. Wiant**  
 Policy Committee - **Mrs. Hower & Mrs. Sabitsch**  
 Hall of Fame Committee - **Mr. Hajdu**

**VIII. SUPERINTENDENT'S AGENDA - Michael L. Tefs, Ed.D.**

**Res. 24-103874 Consensus items 1. a-b, 2.a-c**

**1. Certificated/Licensed Personnel**

**a. Salary Increase - Additional Education**

It is recommended that the Board of Education approve a salary increase for the following based upon additional education, increase prorated to the second half of the current school year:

**Elizabeth Harig / MA+30**  
**Colleen Fry / BA+15**

**b. Administrative Contract Renewals**

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

**Karen Arbogast / Director of Human Resources and Communications / Effective: 8/1/24 - 7/31/27;**

**Bill Conley / Principal, Revere Middle School / Effective: 8/1/24 - 7/31/27;**

**Michael Critchfield / Facilities Supervisor / Effective: 8/1/24 - 7/31/27;**

**Dan Fry / Principal, Bath Elementary / Effective: 8/1/24 - 7/31/27;**

**Aaron Gnap / Food Service Supervisor / Effective: 8/1/24 - 7/31/27;**

**Micki Krantz / Assistant Superintendent / Effective: 8/1/24 - 7/31/26;**

**Andrew Wilson / Assistant Principal, Bath Elementary / Effective: 8/1/24 - 7/31/27**

**2. Classified Personnel**

**a. Resignation(s) - Classified**

It is recommended that the Board of Education approve the following resignation(s):

**Rochelle Cross / 5 Hour Educational Aide / BES / Effective: 12/15/23**

**Robert Cates / 2nd Shift Custodian / RHS / Effective: 12/8/23**

**b. New Hire(s) - Classified**

It is recommended that the Board of Education approve the following new hire(s). *All new hires are contingent upon an approved background check and confirmation of appropriate*

*licensure/permit, if required:*

**David Kalal / Step 0 / Part-time Food Service Worker / 2.5 hours / District-wide / Effective: 11/28/23** (\*David is also a contract school bus driver for Revere, originally approved as a driver on the 9/19/23 agenda)

c. **Bus Driver(s) in Training - Classified**

It is recommended that the Board of Education approve the following **bus drivers in training**. *All new hires are contingent upon an approved background check and confirmation of appropriate licensure/permit, if required:*

It is recommended that the Board approve **Kevin Hill** for training that is necessary to obtain his CDL and State Certification to begin driving for the Revere Local School District, training effective: 11/20/23.

It is recommended that the Board approve **Katherine Konkol** for training that is necessary to obtain her CDL and State Certification to begin driving for the Revere Local School District, training effective: 11/20/23.

**Res. 24-103874 Consensus items 1. a-b, 2.a-c**

Move: Diana Sabitsch Second: Claudia Hower Status: Passed

**3. Student Services**

**No Action**

**4. Other Business**

**Res. 24-103875 Consensus items 4. a-d**

a. 2024 Total Eclipse

It is recommended that the Revere Board of Education approve the closure of Revere Local Schools as a calamity day on April 8, 2024 due to the total eclipse.

b. Policies - New or Revised / Second and Final Reading

It is recommended that the Board of Education approve the below new or revised policies detailed in **Attachment OB-1** as a second and final reading:

New:

- 6.58 Kindergarten Program
- 6.59 Artificial Intelligence
- 6.60 Seizure Safety
- 9.43 Accommodation Policy Covering Employees
- 9.43 Form Disability
- 9.43 Form Religious

Revised:

- 4.01 Employment of Substitute Teaching Staff
- 6.32 School Bus Emergency and Evacuation Procedures
- 6.41 Transportation
- 6.50 Overdose Reversal Drugs
- 7.04 Promotion Placement and Retention
- 7.08 Achievement Testing Policies
- 7.11 Homed Education and Home Instruction
- 8.05 Cash in School Buildings
- 8.10 Uniform Federal Grant Guidance
- 8.13 Procurement with Federal Grant Funds
- 8.14 Disposal of Property
- 9.07 Title IX Grievance Procedure - Employee & Student
- 9.08 Harassment and Violence

- 9.11 Racial/Ethnic/National Origin/Disability/Sex/Religion Harassment and Discrimination Policy Covering Employees
- 9.12 Racial/Ethnic/National Origin/Religious Harassment and Discrimination Policy Covering Students
- 9.18 Section 504 / ADA / Title VI Grievance Procedure
- 9.24 Emergency Management Plan

c. Curriculum Adoption /Second and Final Reading

It is recommended that the Board of Education approve the below recommended curriculum detailed in **Attachment OB-2** as a second and final reading:

***Second Step Child Prevention Curriculum for grades K-5:***

*Lesson 1 - Ways to stay safe*

*Lesson 2 - The always ask first rule*

d. Curriculum Adoption / First Reading

The Board of Education will review the below recommended curriculum detailed in **Attachment OB-3** as a first reading with the intention of approving the recommendations with a second and final reading during the January 2024 Regular Meeting:

***6th Grade Self Awareness Curriculum***

**Res. 24-103875 Consensus items 4. a-d**

Move: Claudia Hower Second: Diana Sabitsch Status: Passed

**IX. INFORMATIONAL ITEMS**

The January Organizational Meeting will be held **January 9, 2024**, beginning at 5:30 PM in the Revere Administration Building Conference Room, it will be followed by the January Work Session;

The Regular January Meeting will be held **January 16, 2024** beginning at 5:30 PM in the High School Media Center. (dates to be formally approved by the Board at the January Organizational Meeting).

**X. CONCERNS OF THE PUBLIC AND COMMUNITY ANNOUNCEMENTS**

**XI. ADJOURNMENT**

**Res. 24-103876**

Moved by Mrs. Hower, seconded by Mrs. Sabitsch to adjourn the meeting at 6:46 PM

**MINUTES**

**Revere Local School District  
Revere Board Meetings  
December Work Session  
Tuesday, December 5, 2023, 5:30 pm - 8:30 pm  
Revere Administration Building**

**I. CALL TO ORDER**

Mr. Malick called the meeting to order at 5:30 PM

**II. ROLL CALL**

**Hayden Hajdu-Absent  
Claudia Hower  
Keith Malick  
Diana Sabitsch  
Courtney Stein**

**III. PRESENTATIONS**

**Preschool Enrollment  
Presented by: Mrs. Kassel & Mr. Petsche**

**IV. BOARD OF EDUCATION'S AGENDA**

No items at this time.

**V. TREASURER'S AGENDA - Mr. Richard Berdine**

No items at this time.

**VI. SUPERINTENDENT'S AGENDA - Michael L. Tefs, Ed.D.**

No items at this time.

**VII. INFORMATION/DISCUSSION ITEMS**

- Proposed Date of the January Organizational Meeting - January 9, 2024 at 5:30 PM in the Revere Administration Building

-Proposed Regular Meeting Dates for 2024

- Review Agenda for the December 12, 2023 Regular Meeting.

**VIII. EXECUTIVE SESSION****Res. 24-103869**

Moved into Executive Session at 5:55 PM to discuss the following item:

To review the investigation of charges or complaints against an employee.

Move: Courtney Stein Second: Diana Sabitsch Status: Passed

**IX. The President called the Board of Education out of Executive Session at 6:33 PM****X. ADJOURNMENT****Res. 24-103870**

Moved by Mr. Malick, seconded by Mrs. Stein to adjourn the meeting at 6:34 PM

NEW DOCUMENT

**DECEMBER 31, 2023**

# **Financial Report**



**Revere Local School District**

**Richard Berdine  
Treasurer**

**Forecast Comparison - General Operating Fund -December 2023**



	Current Month FCST Estimate	Current Month Actuals	Prior FY Month Actuals	Variance- Current Month Actuals to Estimate	Explanation of Variance
<b>Revenue:</b>					
1.010 - General Property Tax (Real Estate)	\$ -	\$ -	\$ -	\$ -	
1.020 - Public Utility Personal Property Tax	\$ -	\$ -	\$ -	\$ -	
1.035 - Unrestricted Grants-in-Aid	\$ 207,869	\$ 237,360	\$ 152,233	\$ 29,491	changes in unrestricted and restricted coding of State funding, increase in preschool special education funding
1.040 - Restricted Grants-in-Aid	\$ 25,502	\$ 14,941	\$ 12,615	\$ (10,561)	changes in unrestricted and restricted coding of State funding
1.050 - Property Tax Allocation	\$ -	\$ -	\$ -	\$ -	
1.060 - All Other Operating Revenues	\$ 78,251	\$ 69,951	\$ 57,509	\$ (8,300)	
<b>1.070 - Total Revenue</b>	<b>\$ 311,622</b>	<b>\$ 322,253</b>	<b>\$ 222,357</b>	<b>\$ 10,631</b>	
<b>Other Financing Sources:</b>					
2.050 - Advances In	\$ -	\$ -	\$ -	\$ -	
2.060 - All Other Financing Sources	\$ 40	\$ 40	\$ 40	\$ -	
<b>2.080 Total Revenue and Other Financing Sources</b>	<b>\$ 311,662</b>	<b>\$ 322,293</b>	<b>\$ 222,397</b>	<b>\$ 10,631</b>	
<b>Expenditures:</b>					
3.010 - Personnel Services	\$ 2,328,980	\$ 2,084,768	\$ 2,028,454	\$ 244,212	timing of payments compared to prior fiscal years
3.020 - Employees' Retirement/Insur. Benefits	\$ 750,675	\$ 817,034	\$ 778,036	\$ (66,359)	timing of STRS payments compared to prior fiscal years
3.030 - Purchased Services	\$ 413,572	\$ 422,852	\$ 384,042	\$ (9,280)	
3.040 - Supplies and Materials	\$ 84,730	\$ 54,934	\$ 70,699	\$ 29,796	timing of payments compared to prior fiscal years
3.050 - Capital Outlay	\$ 11,795	\$ 149	\$ 59,210	\$ 11,646	timing of payments compared to prior fiscal years
3.060 - Intergovernmental	\$ -	\$ -	\$ -	\$ -	
4.300 - Other Objects	\$ 22,455	\$ 10,600	\$ 14,267	\$ 11,855	timing of payments compared to prior fiscal years
<b>4.500 - Total Expenditures</b>	<b>\$ 3,612,207</b>	<b>\$ 3,390,337</b>	<b>\$ 3,334,708</b>	<b>\$ 221,870</b>	
<b>Other Financing Uses:</b>					
5.010 - Operating Transfers-Out	\$ -	\$ 4,577	\$ 1,004,725	\$ (4,577)	
5.020 - Advances Out	\$ -	\$ -	\$ -	\$ -	
5.030 - All Other Financing Uses	\$ -	\$ -	\$ -	\$ -	
<b>5.050 - Total Expenditures and Other Financing Uses</b>	<b>\$ 3,612,207</b>	<b>\$ 3,394,914</b>	<b>\$ 4,339,433</b>	<b>\$ 217,293</b>	
<b>Surplus/(Deficit) for Month</b>	<b>\$ (3,300,545)</b>	<b>\$ (3,072,621)</b>	<b>\$ (4,117,036)</b>	<b>\$ 227,924</b>	

# Revere Local School District

## Forecast Comparison - General Operating Fund - December 2023



	Current FYTD FCST Estimate	Current FYTD Actuals	Prior FYTD Actuals	Variance- Current FYTD Actuals to Estimate	Explanation of Variance
<b>Revenue:</b>					
1.010 - General Property Tax (Real Estate)	\$ 14,481,352	\$ 14,481,352	\$ 14,457,700	\$ -	
1.020 - Public Utility Personal Property Tax	\$ 946,235	\$ 946,235	\$ 889,233	\$ -	
1.035 - Unrestricted Grants-in-Aid	\$ 1,423,519	\$ 1,465,134	\$ 1,004,062	\$ 41,615	changes in unrestricted and restricted coding of State funding, increase in preschool special education funding
1.040 - Restricted Grants-in-Aid	\$ 110,694	\$ 89,892	\$ 75,131	\$ (20,802)	changes in unrestricted and restricted coding of State funding
1.050 - Property Tax Allocation	\$ 1,819,022	\$ 1,819,022	\$ 1,798,011	\$ -	
1.060 - All Other Operating Revenues	\$ 1,697,108	\$ 1,716,815	\$ 1,063,808	\$ 19,707	increase in interest earnings, received refund of State fuel excise tax
<b>1.070 - Total Revenue</b>	<b>\$ 20,477,930</b>	<b>\$ 20,518,450</b>	<b>\$ 19,287,946</b>	<b>\$ 40,520</b>	
<b>Other Financing Sources:</b>					
2.050 - Advances In	\$ 100,000	\$ 100,000	\$ 250,000	\$ -	
2.060 - All Other Financing Sources	\$ 240	\$ 240	\$ 240	\$ -	
<b>2.080 Total Revenue and Other Financing Sources</b>	<b>\$ 20,578,170</b>	<b>\$ 20,618,690</b>	<b>\$ 19,538,186</b>	<b>\$ 40,520</b>	
<b>Expenditures:</b>					
3.010 - Personnel Services	\$ 11,918,312	\$ 11,697,413	\$ 11,135,138	\$ 220,899	timing of payments compared to prior fiscal years
3.020 - Employees' Retirement/Insur. Benefits	\$ 4,617,732	\$ 4,635,870	\$ 4,439,747	\$ (18,138)	timing of STRS payments compared to prior fiscal years
3.030 - Purchased Services	\$ 3,654,238	\$ 3,835,796	\$ 3,173,392	\$ (181,558)	increase in special education costs as number of students with disabilities increases, timing of payments compared to prior fiscal years
3.040 - Supplies and Materials	\$ 621,352	\$ 577,629	\$ 559,470	\$ 43,723	timing of payments compared to prior fiscal years
3.050 - Capital Outlay	\$ 180,395	\$ 144,552	\$ 91,411	\$ 35,843	timing of payments compared to prior fiscal years
3.060 - Intergovernmental	\$ 215,051	\$ 215,051	\$ 215,051	\$ -	
4.300 - Other Objects	\$ 287,369	\$ 266,052	\$ 265,010	\$ 21,317	timing of payments compared to prior fiscal years
<b>4.500 - Total Expenditures</b>	<b>\$ 21,494,449</b>	<b>\$ 21,372,363</b>	<b>\$ 19,879,219</b>	<b>\$ 122,086</b>	
<b>Other Financing Uses:</b>					
5.010 - Operating Transfers-Out	\$ 580,085	\$ 584,662	\$ 1,525,380	\$ (4,577)	
5.020 - Advances Out	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	
5.030 - All Other Financing Uses	\$ -	\$ -	\$ -	\$ -	
<b>5.050 - Total Expenditures and Other Financing Uses</b>	<b>\$ 22,174,534</b>	<b>\$ 22,057,025</b>	<b>\$ 21,504,599</b>	<b>\$ 117,509</b>	
<b>Surplus/(Deficit) FYTD</b>	<b>\$ (1,596,364)</b>	<b>\$ (1,438,335)</b>	<b>\$ (1,966,413)</b>	<b>\$ 158,029</b>	



# Revere Local School District



## Revenue Analysis Report - General Operating Fund Only - FY24

	Local Revenue				State Revenue			Non-Operating*	Total Revenue
	Taxes		Interest	All Other Operating	Unrestricted Grants-in-Aid	Property Tax Allocation	Restricted Grants-in-Aid		
	Real Estate	Personal Property							
<b>July</b>	9,732,610	-	74,252	14,815	149,831	-	12,534	100,040	10,084,083
<b>August</b>	4,789,154	-	96,280	183,659	256,434	-	10,977	40	5,336,544
<b>September</b>	(40,412)	946,235	76,331	464,534	151,289	-	10,961	40	1,608,977
<b>October</b>		-	101,565	525,452	443,946	1,819,022	25,380	40	<b>2,915,405</b>
<b>November</b>	-	-	72,779	37,197	226,274	-	15,099	40	<b>351,390</b>
<b>December</b>	-	-	39,808	30,143	237,360	-	14,941	40	<b>322,293</b>
<b>January</b>	-	-	-	-	-	-	-	-	-
<b>February</b>	-	-	-	-	-	-	-	-	-
<b>March</b>	-	-	-	-	-	-	-	-	-
<b>April</b>	-	-	-	-	-	-	-	-	-
<b>May</b>	-	-	-	-	-	-	-	-	-
<b>June</b>	-	-	-	-	-	-	-	-	-
<b>Totals</b>	<b>\$14,481,351</b>	<b>\$946,235</b>	<b>\$461,015</b>	<b>\$1,255,800</b>	<b>\$1,465,135</b>	<b>\$1,819,022</b>	<b>\$89,892</b>	<b>\$100,240</b>	<b>\$20,618,690</b>
<b>% of Total</b>	<b>70.23%</b>	<b>4.59%</b>	<b>2.24%</b>	<b>6.09%</b>	<b>7.11%</b>	<b>8.82%</b>	<b>0.44%</b>	<b>0.49%</b>	

\*Non-Operating Revenue includes advances in, and refund of prior year expenditures.

# Revere Local School District



## Expenditure Analysis Report - General Operating Fund - FY24

	Salaries	Benefits	Services	Supplies	Equipment	Other- Dues/Fees	Intergov. Debt	Non- Operating*	Total Expenses
July	1,776,819	737,481	667,747	78,792	3,931	14,712	-	675,051	3,954,532
August	1,867,024	792,323	844,884	121,160	22,620	17,223	-	-	3,665,233
September	1,916,105	760,067	503,763	100,102	78,998	193,104	-	-	3,552,138
October	2,006,438	763,536	744,060	137,037	38,037	16,575	-	5,034	3,710,718
November	2,046,259	765,429	652,490	85,604	817	13,838	215,051	-	3,779,489
December	2,084,768	817,034	422,852	54,934	149	10,600	-	4,577	3,394,914
January	-	-	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-	-	-
<b>TOTALS</b>	<b>\$11,697,413</b>	<b>\$4,635,870</b>	<b>\$3,835,795</b>	<b>\$577,629</b>	<b>\$144,553</b>	<b>\$266,051</b>	<b>\$215,051</b>	<b>\$684,662</b>	<b>\$22,057,024</b>
<b>% of Total</b>	<b>53.03%</b>	<b>21.02%</b>	<b>17.39%</b>	<b>2.62%</b>	<b>0.66%</b>	<b>1.21%</b>	<b>0.97%</b>	<b>3.10%</b>	

*\*Non-Operating expenses include advances and transfers out.*

# Revere Local School District



December 2023

FINSUMM Financial Summary

rb010524

Fund	Fund Name	Beginning Balance 7/1/2023	Monthly Receipts	Fiscal Year To Date Receipts	Monthly Expenditures	Fiscal Year To Date Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
001	General Fund	\$17,015,801.70	\$322,292.52	\$20,618,689.66	\$3,394,913.59	\$22,057,023.93	\$15,577,467.43	\$2,087,346.68	\$13,490,120.75
002	Bond Retirement	\$4,933,703.12	\$615.30	\$2,534,061.00	\$0.00	\$3,305,412.89	4,162,351.23	\$1,000.00	4,161,351.23
003	Permanent Improvement	\$1,818,646.35	\$16,119.70	\$989,573.58	\$24,700.00	\$2,247,732.97	560,486.96	\$176,742.19	383,744.77
006	Food Service	\$1,032,039.59	\$153,405.09	\$651,243.06	\$99,255.23	\$734,151.30	949,131.35	\$237,804.74	711,326.61
007	Special Trust	\$31,981.02	\$2,500.00	\$12,620.00	\$900.00	(\$1,600.00)	46,201.02	\$1,500.00	44,701.02
008	Endowment	\$19,690.78	\$51.54	\$428.52	\$0.00	\$0.00	20,119.30	\$0.00	20,119.30
009	Uniform School Supplies	\$49,663.12	(\$64,720.00)	\$96,846.25	\$8,435.07	\$113,900.52	32,608.85	\$9,667.79	22,941.06
018	Public School Support	\$264,117.23	\$61,069.67	\$101,491.71	\$5,632.59	\$160,275.63	205,333.31	\$81,195.47	124,137.84
019	Other Grants	\$39,064.59	\$0.00	\$0.00	\$479.72	\$22,907.11	16,157.48	\$12,511.47	3,646.01
022	District Agency	\$31,509.99	\$0.00	\$7,710.65	\$0.00	\$0.00	39,220.64	\$0.00	39,220.64
024	Employee Benefits Self-Insurance	\$6,167.40	\$4,744.87	\$28,211.49	\$3,453.36	\$29,494.76	4,884.13	\$32,526.91	(27,642.78)
026	Employee Benefits Section 125	\$207.74	\$9,355.93	\$56,045.58	\$6,793.92	\$57,002.29	(748.97)	\$94,557.61	(95,306.58)
200	Student Managed Activity	\$236,200.35	\$3,526.00	\$57,723.21	\$7,537.98	\$31,499.91	262,423.65	\$15,815.17	246,608.48
300	District Managed Student Activities	\$139,989.27	\$47,235.70	\$412,301.57	\$22,979.18	\$350,171.24	202,119.60	\$42,508.01	159,611.59
451	Data Communications	\$0.00	\$0.00	\$3,784.40	\$0.00	\$3,784.40	0.00	\$0.00	0.00
499	Miscellaneous State Grants	\$51,340.81	\$0.00	\$0.00	\$0.00	\$36,390.69	14,950.12	\$14,950.12	0.00
507	ESSER - CARES Act	(\$27,287.44)	\$0.00	\$138,630.45	\$4,608.50	\$127,345.50	(16,002.49)	\$8,742.44	(24,744.93)
516	IDEA Special Education	(\$27,434.52)	\$59,173.46	\$313,516.86	\$59,173.48	\$326,148.48	(40,066.14)	\$22,000.00	(62,066.14)
572	Title I	(\$9,242.88)	\$9,302.07	\$62,595.25	\$8,901.76	\$57,803.25	(4,450.88)	\$0.00	(4,450.88)
584	Title IV-A	(\$5,750.00)	\$0.00	\$5,750.00	\$0.00	\$0.00	0.00	\$0.00	0.00
587	Early Childhood Special Education	\$0.00	\$1,778.14	\$2,748.80	\$990.08	\$3,738.88	(990.08)	\$1,000.00	(1,990.08)
590	Title II-A	\$0.00	\$5,576.00	\$19,516.00	\$5,576.00	\$22,304.00	(2,788.00)	\$0.00	(2,788.00)
599	Miscellaneous Federal Grants	\$236,237.20	\$0.00	\$0.00	\$0.00	\$175,674.67	60,562.53	\$60,563.43	(0.90)
	<b>Grand Totals (ALL Funds)</b>	<b>\$25,836,645.42</b>	<b>\$632,025.99</b>	<b>\$26,113,488.04</b>	<b>\$3,654,330.46</b>	<b>\$29,861,162.42</b>	<b>\$22,119,600.00</b>	<b>\$2,087,346.68</b>	<b>\$13,490,120.75</b>

**Revere Local School District**



**Approved Grant Funds for FY2024**

This report is a listing of all grant funds authorized and/or received throughout fiscal year 2024.

<b>Fund</b>	<b>Description</b>	<b>Authorized Amount</b>	<b>Monthly Amount Received</b>	<b>Amount Received FY-to-date</b>	<b>Amount Received Project-to-date</b>
<b>State Grants</b>					
451/9023	Network Connectivity Supplement 2023	\$184.40	\$0.00	\$184.40	\$184.40
451/9024	Network Connectivity 2024	\$7,200.00	\$0.00	\$3,600.00	\$3,600.00
	<b>Total State Funds</b>	<b>\$7,384.40</b>	<b>\$0.00</b>	<b>\$3,784.40</b>	<b>\$3,784.40</b>
<b>Federal Grants</b>					
507/9022, 9223,& 9024	ARP ESSER	\$875,075.25	\$0.00	\$10,385.83	\$634,411.20
507/9023	ARP ESSER State Activity Supplement	\$654,486.86	\$0.00	\$46,012.00	\$654,486.86
507/9123	ESSER II State Activity Supplement	\$753,988.00	\$0.00	\$82,232.62	\$753,988.00
516/9023	IDEA Part B Special Education 2023	\$544,437.07	\$0.00	\$117,536.37	\$544,437.07
516/9024	IDEA Part B Special Education 2024	\$585,849.97	\$59,173.46	\$195,980.49	\$195,980.49
572/9023	Title I 2023	\$104,179.51	\$0.00	\$26,226.28	\$104,179.51
572/9024	Title I 2024	\$124,208.79	\$9,302.07	\$36,368.97	\$36,368.97
584/9023	Title IV-A 2023	\$10,000.00	\$0.00	\$5,750.00	\$10,000.00
584/9024	Title IV-A 2024	\$10,000.00	\$0.00	\$0.00	\$0.00
584/9124	Stronger Connections 2024	\$5,000.00	\$0.00	\$0.00	\$0.00
587/9024	Early Childhood Special Education 2024	\$9,297.50	\$1,778.14	\$2,748.80	\$2,748.80
590/9024	Title II-A 2024	\$49,616.45	\$5,576.00	\$19,516.00	\$19,516.00
	<b>Total Federal Funds</b>	<b>\$3,726,139.40</b>	<b>\$75,829.67</b>	<b>\$542,757.36</b>	<b>\$2,956,116.90</b>

rb010524

# Revere Local School District



## Record of Advances for FY2024

INITIAL ADVANCE INFORMATION					ADVANCE RETURN	
Date Approved	FROM Fund	TO Fund	Fund Name	Amount	Date Returned	Amount
7/19/2022	001	300/920A	Athletics	\$100,000.00	7/18/2023	\$100,000.00
7/18/2023	001	300/920A	Athletics	\$100,000.00		
<b>TOTAL Advances</b>				<b>\$200,000.00</b>		<b>\$100,000.00</b>
<b>Advances Outstanding</b>						<b>\$100,000.00</b>
<i>rb010524</i>						

**Revere Local School District**



**Cash Reconciliation**

**December 31, 2023**

<b>Cash Summary Report Balance</b>			\$ 22,088,971.04
<b>Bank Balance:</b>			
Huntington Bank	1,421,980.91		
	-		
	-		
		\$ 1,421,980.91	
<b>Investments:</b>			
Meeder Investment Managers Managed Portfolio	17,775,241.31		
STAR Ohio - General Account	2,967,510.29		
	-		
		\$ 20,742,751.60	
<b>Petty Cash:</b>			
Building Principals	400.00		
Athletic Director	100.00		
Bus Garage	-		
DragonFly	5,000.00		
Treasurer's Office	200.00		
		\$ 5,700.00	
<b>Change Fund:</b>			
Food Service Vending	717.35		
BCII Background Check Service	100.00		
	-		
	-		
		\$ 817.35	
<b>Less: Outstanding Checks</b>		\$ (41,951.62)	
<b>Outstanding Deposits/Other Adjustments:</b>			
NSF Checks To Recover	-		
Payroll Deductions To Be Remitted	-		
ACH Payments/Deposits In Transit	-		
Bank Debits & Credits Not Posted in USAS	1,985.86		
STRS Shortfall Payment In Transit	(42,313.06)		
		\$ (40,327.20)	
<b>Bank Balance</b>			\$ 22,088,971.04
<b>Variance</b>			\$ -

# Revere Local School District

**December 31, 2023**



**Appropriation Summary**

*rb010524*

Fund		FYTD Appropriated	Prior FY Carryover Encumbrances	FYTD Expendable	FYTD Actual Expenditures	MTD Actual Expenditures	Current Encumbrances	FYTD Unencumbered Balance	FYTD Percent Exp/Enc
001	General Fund	\$43,379,600.70	\$193,398.89	\$43,572,999.59	\$22,057,023.93	\$3,394,913.59	\$2,087,346.68	19,428,628.98	55.41%
002	Bond Retirement	\$4,559,050.00	\$0.00	\$4,559,050.00	\$3,305,412.89	\$0.00	\$1,000.00	1,252,637.11	72.52%
003	Permanent Improvement	\$1,942,000.00	\$1,352,886.54	\$3,294,886.54	\$2,247,732.97	\$24,700.00	\$176,742.19	870,411.38	73.58%
006	Food Service	\$1,675,000.00	\$0.00	\$1,675,000.00	\$734,151.30	\$99,255.23	\$237,804.74	703,043.96	58.03%
007	Special Trust	\$48,900.00	\$1,000.00	\$49,900.00	(\$1,600.00)	\$900.00	\$1,500.00	50,000.00	-0.20%
008	Endowment	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	1,000.00	0.00%
009	Uniform School Supplies	\$195,950.00	\$18,210.00	\$214,160.00	\$113,900.52	\$8,435.07	\$9,667.79	90,591.69	57.70%
018	Public School Support	\$272,418.55	\$68,027.09	\$340,445.64	\$160,275.63	\$5,632.59	\$81,195.47	98,974.54	70.93%
019	Other Grants	\$20,000.00	\$6,359.55	\$26,359.55	\$22,907.11	\$479.72	\$12,511.47	(9,059.03)	134.37%
022	District Agency	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	1,000.00	0.00%
024	Employee Benefits Self-Insurance	\$58,000.00	\$4,433.67	\$62,433.67	\$29,494.76	\$3,453.36	\$32,526.91	412.00	99.34%
026	Employee Benefits Section 125	\$139,000.00	\$0.00	\$139,000.00	\$57,002.29	\$6,793.92	\$94,557.61	(12,559.90)	109.04%
200	Student Managed Activity	\$183,905.92	\$230.00	\$184,135.92	\$31,499.91	\$7,537.98	\$15,815.17	136,820.84	25.70%
300	District Managed Student Activities	\$548,320.29	\$37,592.67	\$585,912.96	\$350,171.24	\$22,979.18	\$42,508.01	193,233.71	67.02%
451	Ohio K-12 Network Subsidy	\$7,384.40	\$0.00	\$7,384.40	\$3,784.40	\$0.00	\$0.00	3,600.00	51.25%
499	Miscellaneous State Grants	\$25,752.07	\$25,588.74	\$51,340.81	\$36,390.69	\$0.00	\$14,950.12	0.00	100.00%
507	ESSER - CARES Act	\$316,128.78	\$46,012.00	\$362,140.78	\$127,345.50	\$4,608.50	\$8,742.44	226,052.84	37.58%
516	IDEA Special Education	\$675,951.82	\$0.00	\$675,951.82	\$326,148.48	\$59,173.48	\$22,000.00	327,803.34	51.50%
572	Title I	\$127,211.86	\$0.00	\$127,211.86	\$57,803.25	\$8,901.76	\$0.00	69,408.61	45.44%
584	Title IV-A	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	15,000.00	0.00%
587	Early Childhood Special Education	\$17,297.50	\$0.00	\$17,297.50	\$3,738.88	\$990.08	\$1,000.00	12,558.62	27.40%
590	Title II-A	\$49,616.45	\$0.00	\$49,616.45	\$22,304.00	\$5,576.00	\$0.00	27,312.45	44.95%
599	Miscellaneous Federal Grants	\$130,617.00	\$105,620.20	\$236,237.20	\$175,674.67	\$0.00	\$60,563.43	(0.90)	100.00%
<b>Totals</b>		<b>\$54,389,105.34</b>	<b>\$1,859,359.35</b>	<b>\$56,248,464.69</b>	<b>\$29,861,162.42</b>	<b>\$3,654,330.46</b>			<b>%</b>

# Revere Local School District



## Check Register for Checks > \$9,999.99 December 2023

Vendor	Amount	Fund	Description
Ohio Edison Co.	\$ 23,432.00	001/018	Electricity
Suburban School Transportation	\$ 20,907.82	001	Special education transportation
Nason Landscaping Inc.	\$ 12,200.00	001	Plowing & salting, lawn maintenance
PSI	\$ 19,200.00	001	Nursing services
Renhill Group, Inc.	\$ 32,624.34	001	Substitute services
ESC of Northeast Ohio	\$ 117,809.87	001/516/587	Special education aides, preschool aides/teachers, LEP services, gifted coordinator, at-risk coordinator,
Effective Utility Service	\$ 18,138.75	001	Electricity
H-I Translating & Interpreting	\$ 12,833.84	001	Translation services
Kidslink Neurobehavioral	\$ 22,950.00	001	Special education tuition
PSI	\$ 19,200.00	001	Nursing services
Renhill Group, Inc.	\$ 23,136.45	001	Substitute services
Warren Roofing & Insulating Co.	\$ 24,700.00	003	MS upper gym replacement
BWC	\$ 50,741.01	001/006	Workers' compensation premium
Gordon Food Service	\$ 19,737.23	006	Food services supplies
Gordon Food Service	\$ 12,179.10	006	Food services supplies
Huntington Bank	\$ 10,514.07	various	Instructional supplies, office supplies, staff meetings, professional development workshops
Huntington Bank	\$ 13,745.43	various	Medicare contributions
Huntington Bank	\$ 17,141.46	various	Medicare contributions
SERS	\$ 63,342.00	various	Classified retirement
STRS	\$ 179,566.94	various	Certified retirement
STRS	\$ 42,313.06	various	Certified retirement
SRHCC-Dental	\$ 21,988.54	001/006	Employee benefits dental insurance
SRHCC-Medical	\$ 422,470.11	001/006	Employee benefits medical/prescription insurance
rb010524			



**REVERE LOCAL SCHOOLS FOOD SERVICE ENTERPRISE-FUND #006**

Monthly Cash Flow Spending Plan Report

<b>INCOME</b>	<b>JULY</b>	<b>AUGUST</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APRIL</b>	<b>MAY</b>	<b>JUNE</b>	<b>TOTALS</b>
BEGINNING BALANCES	1,032,039.59	984,408.97	934,194.83	864,830.58	886,047.29	894,981.49	949,131.35	949,131.35	949,131.35	949,131.35	949,131.35	949,131.35	
Interest Earnings													0.00
Student Breakfast 1511		490.00	1,914.75	2,200.15	2,316.90	1,567.65							8,489.45
Student Lunch Sales 1512	3,038.60	33,544.58	51,738.10	52,412.74	59,281.99	52,661.35							252,677.36
Student A-La-Carte Sales 1513		20,012.15	56,489.05	59,894.90	58,324.35	39,678.75							234,399.20
Student Milk Sales 1514		114.40	265.10	279.40	228.80	149.05							1,036.75
Adult Breakfast 1521			0.55			0.00							0.55
Adult Lunch Sales 1522 + 1523		548.80	1,613.23	1,687.75	1,518.60	1,031.75							6,400.13
Catering - Bath 1559													0.00
Catering - Hillcrest 1559													0.00
Catering - RMS 1559													0.00
Catering - RHS 1559		1,162.25	162.50	70.00	718.75								2,113.50
Miscellaneous 1820		380.00	150.00	42.00	60.00	30.00							
Miscellaneous 1890													0.00
Vending Commissions - BES 1890			10.00	24.00	25.50	33.00							92.50
Vending Commissions - RES 1890			60.00	85.00	82.00	38.00							265.00
Vending Commissions - RMS 1890		1,823.65	5,217.55	5,067.70	5,085.80	3,989.75							21,184.45
Vending Commissions - RHS 1890		4,150.90	11,872.17	12,808.77	12,965.65	9,201.44							50,998.93
State Subsidy 3213													0.00
Federal Subsidy 4120			6,244.21	21,439.88	214.80	45,024.35							72,923.24
Federal Subsidy 006 9001													0.00
Transfers In 5100													0.00
Refund/Prior Year Expenditure 5300													0.00
Advances In 5210													0.00
<b>TOTALS RECEIPTS</b>	<b>3,038.60</b>	<b>62,226.73</b>	<b>135,737.21</b>	<b>156,012.29</b>	<b>140,823.14</b>	<b>153,405.09</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>651,243.06</b>
<b>EXPENDITURES</b>	<b>JULY</b>	<b>AUGUST</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APRIL</b>	<b>MAY</b>	<b>JUNE</b>	<b>TOTALS</b>
Administrative Supply													0.00
Regular Salaries 141	28,857.34	28,898.84	31,915.26	32,691.53	32,500.97	33,101.82							187,965.76
Substitutes 142			1,596.00	2,827.20	1,721.40	1,311.00							7,455.60
Overtime/Extra Time 144 + 149			154.35		162.60	207.72							524.67
Non-contributing 147	100.00												100.00
Leaves/Holiday 154													0.00
Severance 162													0.00
Benefits 200s	16,854.73	29,617.58	16,881.73	17,221.67	17,140.70	18,011.34							115,727.75
SURcharge													0.00
Purchased Services 410 & 419	4,721.00	(221.00)											4,500.00
Management Services 415		504.00											504.00
Repair/Maintenance 423		1,685.36	2,416.98	796.15	1,822.19	216.00							6,936.68
Travel/Meetings 433 434		191.26			146.72								337.98
EQUIP 516													0.00
Food/Supplies 560 569	136.15	51,764.83	74,407.76	78,553.54	78,394.36	46,407.35							329,663.99
New Equipment 640 500			77,729.38										77,729.38
New Equipment 640 200				2,705.49									2,705.49
New Equipment 640 100													0.00
New Equipment 640 400													0.00
New Equipment DISTRICT 640 000													0.00
Dues/Fees 849													0.00
Return of Advance 922													0.00
<b>TOTALS EXPENDITURES</b>	<b>50,669.22</b>	<b>112,440.87</b>	<b>205,101.46</b>	<b>134,795.58</b>	<b>131,888.94</b>	<b>99,255.23</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>734,151.30</b>
ENDING BALANCES	984,408.97	934,194.83	864,830.58	886,047.29	894,981.49	949,131.35	949,131.35	949,131.35	949,131.35				
ENCUMBRANCES	475,374.65	424,166.69	687,935.69	616,511.33	284,768.85	237,804.74							
UNENCUMBERED BAL	509,034.32	510,028.14	176,894.89	269,535.96	610,212.64	711,326.61	949,131.35	949,131.35	949,131.35	949,131.35	949,131.35	949,131.35	

NEW DOCUMENT

**LIST OF DONATIONS  
RECEIVED BY THE REVERE LOCAL SCHOOL DISTRICT  
January 2024**

CASH DONATIONS

- |    |  |             |
|----|--|-------------|
| 1. | To: Revere Local Schools-Teacher Excellence Awards<br>From: Christopher and Gigi Kostoff | \$ 2,500.00 |
| 2. | To: Revere High School-Key Club<br>From: Bath Richfield Kiwanis Club                     | \$ 500.00   |
| 3. | To: Revere Local Schools<br>From: Committee to Elect Kahoe                               | \$ 21.72    |

EQUIPMENT / OTHER DONATIONS

NA

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



NEW DOCUMENT

Then and Now  
16-Jan-24

Attachment T-4

Check Number	Paid To	Check Date	Check Amount
400720	BC APPAREL	12-20-23	3,108.03
400752	LUCAS ELECTRIC CONTRACTORS LLC	12-20-23	4,248.91
148260	GORDON FOOD SERVICE	12-08-23	4,420.07
929246	DragonFly Athletics, LLC	12-20-23	4,744.00
148255	SUBURBAN SCHOOL TRANSPORTATION	12-07-23	7,442.54
400668	ALCO PRODUCTS, INC.	12-06-23	7,813.75
400717	ALCO PRODUCTS, INC.	12-20-23	8,649.20
148270	COLLEGE BOARD	12-13-23	8,896.94
929247	HUNTINGTON NATIONAL BANK	12-22-23	10,514.07
929244	BWC Memo Entry	12-20-23	50,741.01

NEW DOCUMENT



**College Credit Plus**

**MEMORANDUM OF UNDERSTANDING**

**School Year 2024-2025**

**Between**

**Kent State University**  
*(hereafter known as IHE)*

**AND**

**School District**  
*(hereafter known as LEA)*



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Revised 01/2023  
Version approved for use by the Office of General Counsel without changes. Any changes to these terms must be submitted to OGG for further review as to form and legal sufficiency before execution.

## **SECTION I: INTRODUCTION, DEFINITION, AND PURPOSE**

"College Credit Plus Program" (hereafter CCP) means a program that provides multiple opportunities for secondary school students in grades 7-12 who are Ohio residents to enroll in college-level courses on a full or part time basis and complete allowable academic, non-sectarian, non-remedial courses, for high school and college credit pursuant to ORC3365.02 (effective 9/29/2017).

Kent State University allows eligible students entering grades 7-12 to enroll in college courses while attending middle or high school and permits the students to take courses in place of, or in addition to, the normal course load at their high school in its CCP program. Students must apply and be eligible to participate in the program to receive college credit. In addition, students admitted to the program must meet the same requirements as all other college students. College credit earned upon successful completion of the course(s) may be applied towards an Associate Degree or Baccalaureate Degree at Kent State University or may transfer to other colleges and universities.

The primary purpose of the CCP program is to increase the educational options and opportunities for secondary students. Fundamentally, CCP provides the opportunity for students in grades 7-12 to earn credit at the secondary and postsecondary levels simultaneously. The program may also encourage more students to consider postsecondary education. Research indicates that CCP programs can lead to better completion rates for both high school and college; reduce the need for remediation; shorten time to a diploma or degree completion; reduce the cost of higher education; reinforce the concept of life-long learning through an educational continuum; provide an alternative for students tempted to leave high school to enter the workforce; and, especially when offered through distance learning, provide equal access to higher education opportunities to students, whether rural or urban. CCP is not intended to be a substitute for the academic programs and other educational experiences offered by Ohio's high schools.

This Memorandum of Understanding (MOU) includes multiple sections for the different types of CCP course delivery, credentialing and responsibilities of high school instructors, and financial structure for the 2024-2025 Academic Year.

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## **SECTION II: SCOPE**

College Credit Plus (CCP) shall be provided in accordance with the terms and conditions of this uniform College Credit Plus Master Agreement (*hereafter* Agreement), which supersedes all previous agreements, versions and addenda.

This Agreement applies to local education agencies (public school districts, locally chartered and state-chartered charter schools, state-supported schools) (*hereafter* LEA).

This Agreement applies to all Kent State University campuses. Separate agreements with each campus are not required. The LEA is encouraged to work directly with their closest Kent State University campus. The LEA may complete agreements with multiple Colleges and Universities. The University may complete agreements with multiple LEAs.

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## **SECTION III: STATE REPORTING**

The LEA and IHE shall retain educational records in accordance with Ohio or Federal statutes and record retention regulations and shall collaborate where necessary to provide required statistical information.

## **SECTION IV: LIABILITY OF PARTIES**

CCP status will not affect the institutional liability for students while physically present on the respective campuses of the LEA or IHE. The policies and code of conduct will govern the students while physically present on the respective campuses or while enrolled and participating in distance learning courses. To the extent permitted by Ohio law, each party agrees only to be liable for the acts and omissions of its own officers and employees engaged in the scope of their employment arising under this Agreement, as may be determined by a court of competent jurisdiction, and each party hereby agrees only to be responsible for certain claims with respect to that party's actions in connection with this Agreement. It is specifically agreed that neither party shall indemnify the other party and each party agrees to be responsible for its own defense. The parties agree that nothing in this provision shall be construed as a waiver of the protections, immunities, and limitations for by the laws of the State of Ohio, including but not limited to Ohio Revised Code 9.27. The parties agree that nothing in this provision shall be construed as a waiver of the sovereign or qualified immunity of the University, its employees, and/or the State of Ohio.

Each party warrants and represents that it has adequate insurance coverage for any liabilities arising out of the presence of students on its campus.

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## **SECTION V: STUDENT ELIGIBILITY AND ADMISSION**

### **Steps to Admission**

The LEA and IHE shall qualify and advise candidates entering grades 7-12 for CCP participation. For acceptance into the program the IHE will review the following application materials provided by the student:

- a. Evidence student meets or exceeds state CCP remediation free standards as indicated in the "Uniform Statewide Standards for Remediation-Free Status" dated May 2019 (see Appendix C) and/or secondary school transcripts with GPA of 3.0 or higher or other eligibility requirements.
- b. Online CCP application submitted prior to IHE application deadline: April 15 for Summer; June 1 for Fall; October 15 for Spring enrollment - Applications are FREE of charge
- c. Secondary school transcripts
- d. CCP Permission Form signed by student and parent/guardian
- e. Applications are reviewed holistically in accordance with practices utilized with undergraduate applications for admission

Upon admission, students will participate in required orientation events and will meet with an assigned academic advisor prior to initial course registration. Students will continue to meet with their academic advisor prior to registration each academic term.

### **Course Approval**

Student approval for CCP courses shall be by the IHE representatives on a course-by-course basis each semester based on the student's prior coursework, career pathway, and/or academic readiness. The IHE and LEA agree that this agreement cannot be used by either party to limit participation of a student in enrolling in allowable courses not part of the agreement.

The student must meet course eligibility requirements including but not limited to placement and course prerequisites. The student is limited to no more than 18 semester hours of credit per semester; no more than 30 credit hours per academic year; and not more than the equivalent of four academic years, or one hundred and twenty (120) college credit hours total through the CCP program under division (B) of section 3365.06 of the Revised Code, including those students eligible to start participating in the

program in seventh and eighth grade.

The LEA is responsible for assuring that each student does not exceed full-time status which is calculated as follows:

- 1) Determine student's number of high school ONLY units.
- 2) Multiply that number by 3, and
- 3) Subtract the result from the number 30.
- 4) That number is the total number of college credits that a CCP student may earn that academic year (summer, fall and spring terms) at any college or university as part of CCP.

### **Course Requirements**

The course requirements for high school students enrolled in CCP courses shall be the same as those of regular college students. Course requirements/syllabus information shall include the course prerequisites, course content, grading policy, attendance requirements, course completion requirements, performance standards, and other related course information whether the course is taught at the high school or college location or taught by a credentialed high school faculty member or IHE faculty member.

### **Eligible Semesters**

Eligible students may enroll in CCP courses during Summer, Fall and Spring Semester under this Agreement pursuant to the provisions of ORC 3365.

### **Academic Standing**

Students whose semester and/or cumulative Kent State University GPAs fall below a 2.0 shall be required to meet with their academic advisor to determine the appropriate actions and/or whether that student is eligible to continue in CCP. Students enrolled in CCP are subject to Kent State University policies regarding academic probation and dismissal.

CCP students shall follow the guidelines provided in ORC 3365.091 (effective 9/29/2017) and any other laws or regulations that may come into effect beginning with the summer term of the 2024-2025 academic year and the LEA shall be responsible for monitoring academic progress for students enrolled in multiple IHEs.

The LEA shall be responsible for placing an underperforming student as defined in OAC 3333-1-65.13 (effective 2/15/2018) on CCP probation and dismissing a student from the CCP program according to the guidelines provided within this rule. The LEA shall promptly notify the student, the student's parent, and the IHE in which the student is enrolled of the student's status.

---

## **SECTION VI: COURSE ELIGIBILITY AND APPROVAL**

The following general eligibility and approval requirements shall apply to all CCP Agreements:

### **Course Location and Format**

CCP courses may be offered at the LEA or at any IHE campus. CCP courses may be delivered during or outside of LEA hours. IHE may offer CCP courses via distance learning (online, hybrid, blended, or compressed video).

### **Academic Quality of CCP Courses**

College courses eligible for CCP credit shall meet the rigor for college credit and be congruent with the

IHE's normal offerings. All students enrolled in the IHE under the CCP program must be assessed with the same standard of achievement and held to the same grading standards, regardless of where the course is delivered. Classes offered in LEA settings shall conform to the IHE's academic standards, shall follow the same course syllabi, use the same textbook and materials, achieve the same learning outcomes, and be assessed using the same methods as the college course delivered on the college campus. For an LEA seeking adjunct faculty approval for their faculty to teach the college course, the LEA shall contact the campus location through which the course will be offered utilizing the campus contacts detailed in Appendix B. Faculty for all CCP courses shall be evaluated and approved by the appropriate IHE academic unit/department and are expected to meet the requirements set by the IHE and ODHE.

### **CCP 15 and 30 Credit Hour Pathways**

The LEA in collaboration with the IHE shall determine a list of academic courses and 15/30 credit hour Pathways eligible for CCP credit for inclusion under Appendix A. Additional pathways may be created between an IHE campus and school district. These Pathways shall be published among the LEA school's official list of course offerings from which a participant may select pursuant to ORC 3365.13.

### **Eligible Courses**

College courses that simultaneously earn credit toward high school graduation and a postsecondary degree or certificate shall be eligible for CCP within the parameters defined by ORC 3365.06 (C) (effective 9/29/2017) and OAC 3333-1-65.12 (effective 2/15/2018) and any other laws or regulations that may come into effect beginning with the summer term of the 2024-2025 academic year. CCP courses may be taken as high school electives or as high school core course credits. Students must complete 15 credit hours in Level I before progressing to Level II. The 15 credit hours may consist of credits earned through AP, IB, or college courses taken at other colleges or universities participating in CCP. Level I courses include:

- 1) Transferable courses: Part of CTAG, OTM, or TAG (i.e., CTAG: Career-Technical Assurance Guides, OTM: Ohio Transfer Module, TAG: Transfer Assurance Guides)
- 2) Courses in computer science, information technology, anatomy, physiology, or foreign language, including American Sign Language
- 3) Technical certificate courses
- 4) 15-credit hour or 30-credit hour model pathway courses
- 5) Study skills, academic or career success skills courses
- 6) Internship courses
- 7) Another course that may be approved by the Chancellor on an annual basis

Upon completion of 15 credit hours in Level I, students may select Level II courses which include any other college courses that are not a Level I course for which they have met prerequisites.

### **Non-Allowable Courses**

Pursuant to Ohio Administrative Code 3333-1-65.12, the following courses are non-allowable unless the Chancellor approves them for certificate or degree completion:

- One-on-one private instruction courses
- Courses with fees that exceed amount set by Chancellor
- Study abroad courses
- Physical education courses
- *PIF* or *SIU* grades (unless the course is an internship or is a transferable course for all students enrolled)
- Remedial courses and Sectarian religion courses

## **SECTION VII: HIGH SCHOOL DELIVERED COURSES - GUIDELINES**

The selection and offering of CCP courses are a shared responsibility between the IHE and each LEA. Each institutional representative is responsible for upholding all course requirements and agreements.

### **Memorandum of Understanding**

The MOU authorizes the offering of CCP courses at participating LEAs. The MOU remains in effect for the academic year of 2024-2025 or until amended with agreement by both parties. See Section XXI for the Signature Page.

### **Overall Expectations of LEAs**

- Adhere to all MOU requirements as noted within this document
- Ensure that all students considering participation in IHE courses at the LEA location have completed the free online CCP application and have provided supporting documentation prior to the **IBE CCP application deadline dates of April 15 for Summer Semester, June 1 for Fall Semester and October 15 for Spring Semester courses.**
- Submit names, applications, and supporting application documents for all CCP teacher candidates by March 1
- Support the CCP teacher's attendance for a minimum of three (3) contact hours per year for IHE's required professional development offerings or meetings
- Course syllabi must be submitted to the IHE academic department and the Pre-College Programs office and reviewed prior to the first day of classes for each course offered at the high school location
- Review IHE course enrollment lists and finalize student enrollment at least 14 days prior to the first day of classes for each course offered at the high school locations. The LEA must provide each participating student's SSID numbers to IHE according to the CCP timeline.
- Communicate all schedule changes immediately to the IHE including add, drop, and withdrawal. Deadlines for each type of schedule change will be established at the beginning of the academic term.
- Adhere to IHE guidelines for minimum and maximum course section enrollments
- Follow the rules of the CCP legislation as identified by the Ohio Revised Code, Ohio Administrative Code, Ohio Department of Education, and the Ohio Department of Higher Education

### **CCP Courses Taught on the LEA Campus and Student Enrollment**

CCP courses delivered on the LEA campus may include students who are not enrolled in the college under the following conditions:

- All students in the class follow the same course syllabus, use the same textbook and materials, aspire to achieve the same learning outcomes and are assessed using the same methods as the college course delivered on the college campus; and
- All CCP students (enrolled and therefore receiving college and high school credit) must be assessed with the same standard of achievement and held to the same grading standards, regardless of where the course is delivered.
- A student (not enrolled in the IHE) shall, along with the student's parents, be notified the student is not earning college credit and would likely be required to retake the course upon college enrollment if college credit is desired. The LEA is responsible for providing this notification in writing.



## **SECTION VIII: CCP HIGH SCHOOL TEACHERS - CLASSIFICATION, CREDENTIALING, AND MONITORING**

### **Classification of CCP Teachers**

CCP teachers are certified or licensed high school teaching employees who have been approved to teach Kent State University courses at those teachers' high schools during the regular school day. These teachers are employed by, and remain employees of the School Districts, not Kent State University.

### **Teaching Load**

CCP teachers are full-time employees of their School Districts and are contractually obligated to teach an assigned number of classes during the day by their School District. Therefore, the number of classes that are offered for CCP is determined by the number of qualifying students and may vary from high school to high school.

### **IHE Policy and Procedures**

Although CCP teachers are full-time employees of the School District wherein each teaches the college course(s), CCP teachers are expected to follow all IHE policies as applicable during the instructional time designated for CCP courses.

### **Credentialing of CCP Teachers**

CCP teachers must meet the minimum credential requirements for postsecondary faculty as described within Chapter 4 of the "Guidelines and Procedures for Academic Program Review" document, published by the Ohio Department of Higher Education, July 2016:

### **Faculty Credentials**

*The following expectations apply to all full-time and part-time instructors, including graduate teaching assistants and high school teachers who serve as adjunct faculty members for dual enrollment courses.*

1. For general education courses:
  - *Faculty members teaching general education courses must hold a minimum of a master's degree in the discipline or a master's degree and a cohesive set<sup>3</sup> of at least 18 semester credit hours of graduate coursework relevant to the discipline.*
  - *Individuals who are making substantial progress toward meeting the faculty credentialing requirements and who are mentored by a faculty member who does meet the minimum credentialing requirements may serve as instructors while enrolled in a program to meet credentialing requirements. Examples of such individuals include graduate teaching assistants (GTAs), adjunct faculty members and dual enrollment faculty members*
2. For courses other than general education courses:
  - *Faculty members must hold a terminal degree or a degree at least one level above the degree level in which they are teaching:*
    - *At least a bachelor's degree if teaching in an associate degree program*
    - *At least a master's degree if teaching in a bachelor's degree program*
    - *A terminal degree if teaching in a graduate program.*

---

<sup>3</sup> A "cohesive set" of courses is a program of study that includes disciplinary content comparable to that which would be obtained in a master's degree program in the discipline. The program of study should be planned in collaboration with experts in the discipline and preferably completed at a single institution.

- *Individuals who are making substantial progress toward meeting the faculty credentialing requirements and who are mentored by a faculty member who does meet the minimum credentialing requirements may serve as instructors during their educational programs. Examples of such individuals include graduate teaching assistants (GTAs) or adjunct faculty members who are working toward meeting the faculty credentialing requirements.*
  - *Faculty members teaching technically- or practice-oriented courses must have practical experience in the field and hold current licenses and/or certifications, as applicable.*
  - *For programs involving clinical faculty (e.g., student teaching supervisors, clinical practicum supervisors), the credentials and involvement of clinical faculty are described and meet applicable professional standards for the delivery of the educational experiences.*
3. *The following expectations apply to all faculty members:*
- *Faculty members must hold a degree from a regionally or nationally accredited institution recognized by the U.S. Department of Education or the Council for Higher Education Accreditation or equivalent as verified by a member of the National Association of Credential Evaluation Services.*
  - *Where professional accreditation or licensing standards for faculty differ from the Chancellor's standards, faculty members are expected to meet the higher standards.*
  - *Faculty members must show evidence of continuing professional development in the discipline.*
  - *Faculty members who teach online courses must be prepared for teaching in an online environment*  
(Source: Ohio Department of Higher Education, 2015)

### **CCP Course Monitoring Process**

The IHE is responsible for ensuring that all CCP courses are taught by qualified teachers regardless of class location (i.e., college campus, high school campus, or satellite site). The IHE will monitor the quality of instruction in CCP courses in order to assure compliance with the standards established by the State of Ohio, the Higher Learning Commission, the College, the School District, and discipline specific accrediting bodies.

Course monitoring will include the following:

- Establish opportunities for CCP teachers to meet with appropriate IHE faculty to discuss the particular requirements for the courses and department as needed;
- Provide CCP teachers with information detailing add/drop and withdrawal policies, student code of conduct, grading policies, critical dates, and other pertinent information;
- Coordinate Professional Development activities for the CCP teachers; and
- Conduct at least one observation for each teacher during the first year of review that the CCP Instructor is teaching the college-level course at the high school and at least once per year thereafter. The time for observations should be coordinated with the CCP instructor and building principal prior to the observation. The observation process will utilize the same criteria as for full-time and/or adjunct faculty.

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## **SECTION IX: CCP HIGH SCHOOL TEACHERS - APPLICATION PROCESSES**

The responsibilities of the LEA and IHE as well as the process for application and approval for CCP teachers are outlined as follows:

### **The LEA designee will:**

- Identify prospective CCP teachers who will meet the credentialing criteria by March 1 of each

year. **Only under specific and unanticipated circumstances might additional teachers be considered after March 1 for the upcoming school year.** Such circumstances include consideration of a new hire after the March 1 deadline owing to an unexpected retirement or resignation. IHE maintains the sole discretion whether to consider any CCP teachers after the March 1 deadline.

- Assist their teacher with the application process which will include but may not be limited to submitting transcripts, cover letter, and application.

**The IHE will:**

- Communicate with the LEA about the qualifications for CCP teachers.
- Meet with the prospective CCP teacher to answer questions and discuss required expectations.
- Evaluate the prospective CCP teacher's credentials and transcripts before forwarding the documents to the appropriate Department Chair, Academic Dean, or Provost.

**CCP Teacher Application Process**

A high school teacher who is identified as a prospective CCP teacher must complete the IHE application process which includes:

- Kent State University online CCP Instructor Application form located on the Kent State CCP website ([www.kent.edu/ccp](http://www.kent.edu/ccp)) under the School Administrators tab.
- Resume including three professional letters of recommendation (Kent State University Department Chair will have the option to conduct reference checks).
- Undergraduate and graduate college or university transcripts from all institutions attended.
- Any additional information required to determine eligibility to teach the content material.

**Approval Process**

The approval process for the CCP teacher who will teach a college course will be consistent with the standards used to hire a faculty member for the course taught on the IHE campuses. Merely having the credentials to teach college courses is no assurance of approval into the program. The department chair has full authority to interview and to make the final decisions regarding the approval and dismissal of teachers teaching CCP courses in the high schools based on credentials, teaching experience, presentation, subject knowledge, and other instructional factors related to the subject matter.

A high school teacher who is identified as a prospective CCP teacher must be approved by the IHE department chair in the teaching discipline, the Academic Division Dean, or the Provost and meet the same qualifications as IHE faculty. **The IHE Provost (Chief Academic Officer) has the final and official approval authority of CCP teachers.**

In accordance with Ohio law, and with guidance from the Ohio Department of Education, teachers must have a completed background check on file with the district office. Refer to the Ohio Department of Education website for background check requirements. Kent State University will also conduct a background check prior to final approval of the CCP Instructor.

**Initial Approval of High School Teacher as CCP Teacher**

Department Chair and the Pre-College Programs office will utilize the following procedures as part of the approval process:

- Pre-College Programs will build the candidate's application packet and when complete forward the packet to the appropriate academic Chair or Dean
- Chair or Dean reviews and confirms that the candidate's academic credentials meet minimum requirements

- An interview and/or assessments may be required as part of the application process
- The academic department will inform the Pre-College Programs office of the candidate's status
- Upon approval, the Office of Academic Personnel will provide the candidate with instructions regarding the process for completing a background check for the University and obtaining a \$0 teaching contract.

### **Conditional Approval of High School Teacher**

If a High School Teacher does not meet the minimum credential requirements but is conditionally approved to teach a CCP course, the "Credentialing of CCP Faculty" form must be completed by the high school teacher, high school principal, and signed by the Provost of Kent State University. The form identifies the plan for teachers to obtain the necessary requirements within a specific timeframe.

Per the new requirements of the Higher Learning Commission (HLC) and an extension granted to Kent State University by HLC, all required coursework leading to the fully credentialed status of a teacher must have been completed by September 1, 2023. Teachers will not be permitted to teach IHE courses if they have not completed all required coursework by that deadline.

### **Continuation of High School Teacher as CCP Teacher**

After initial approval, a CCP teacher may continue teaching CCP courses without the need to undergo the approval process again contingent upon the following items:

- 1) CCP courses being taught continuously each year in the same discipline and/or teaching area;
- 2) CCP teacher teaching the course adequately meets all evaluation requirements, departmental requirements, responsibilities, and procedures including participation in at least three (3) hours of professional development provided by the IHE annually.

## **SECTION X: RESPONSIBILITIES OF CCP HIGH SCHOOL TEACHERS**

### **Curriculum, Course Competencies, and Teaching Requirements**

- CCP teachers will utilize the provided course syllabi document and will customize fields as appropriate. The syllabus may not be altered other than adding customized information in the allowable fields. No other logo other than Kent State University's may be included on the syllabus. The teacher's Kent State University email address must be included on the syllabus. Any syllabus that does not meet these requirements will be returned to the teacher and a new syllabus must be created.
- The syllabus must be submitted to Kent State University prior to the first week of instruction with one copy to the academic department and one copy to the Pre-College Programs office.
- Only the approved CCP teacher will teach the course. If a CCP teacher is unable to teach the course, arrangements must be made by contacting IHE prior to an extended absence.
- CCP teachers will notify students concerning their academic progress prior to the last day to drop/withdraw from the IHE course.
- LEA teachers, as instructors for the IHE in CCP courses taught at their school location are bound by the protections provided to college students by the Family Educational Rights and Privacy Act (FERPA) of 1974, as amended. All educational records with identifiable student information are required to be safeguarded per University policy 3342, 5 - 08.101 <https://www.kent.edu/policyreg/operational-procedures-and-regulations-regarding-collection-retention-and-dissemination>.

- CCP teachers will post formative and summative grades for assignments and exams on the IHE Blackboard learning management system on a regular basis. Any grades posted to a secure LEA site must be restricted to student view only to comply with FERPA.
- Mid-term grades are not permitted to be published on the high school grade report or transcript, nor utilized in determining high school GPA or class standing.
- **Enrollment Verification, Midterm, Final and official** grades must be reported within the Kent State University Flashline portal in a timely manner.
- All grades and information contained in the IHE Blackboard system and Flashline portal are considered maintained by the IHE and subject to the same FERPA protections as afforded to any students enrolled in college coursework. CCP teachers are responsible for safeguarding identifiable information and providing FERPA protections to CCP students enrolled in courses taught at their high school location.
- CCP teachers are required to attend IHE departmental planning meetings and staff development activities, including CCP training workshops and engage in a minimum of three hours of documented professional development provided by the IHE each academic year.

### **Textbooks and Required Materials**

- CCP teachers are expected to use approved textbooks (whether hard copy or digital) and required materials for the IHE course.
- Textbooks must be college-level and approved by the Department Chairs.
- The textbooks and materials have to be available to the students on the first day of class.
- Textbooks and materials may be obtained by contacting the IHE University Bookstore for the campus through which the course is being taught or may be obtained from another vendor.
- IHE will contact LEAs with changing textbook information as applicable. IHEs must confirm current editions of textbooks with the University Bookstore prior to purchasing textbooks from other vendors.

### **Contact Hours Pertaining to CCP Teachers**

- CCP teachers are obligated to meet the minimum required number of contact hours for the course(s) taught per semester. While courses may have variable start dates, all courses must follow the IHE end of term, final exam, and grade submission dates.
- In order to ensure meeting the required contact hours, CCP teachers are expected to make up lost contact hours.
- In line with the importance of contact hours and attendance, students may not be added to a course after the "last date to add" deadline, unless an error in the registration process occurred.

### **Student Evaluation of Instructor Performance**

CCP teachers will be evaluated once each semester by the students using the same course evaluation instruments utilized on the IHE's campuses. The evaluation information will be disseminated to the CCP teachers in advance to share with students approximately two weeks prior to the end of the academic semester. The course evaluation may be completed online or on paper depending on the IHE's decision for distribution.

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## **SECTION XI: CONTINUATION OF CCP COURSE OFFERINGS AT HIGH SCHOOL**

This MOU is a binding agreement and, should either party fail to adhere to its responsibilities therein, the removal of CCP courses will be considered if the infraction is not corrected after documentation.

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## SECTION XII: GRANTING OF COLLEGE CREDIT

### Transcripts

The IHE is responsible for maintaining the college transcript for each student. All CCP approved courses are identified on the college transcript as regular college-level course work.

The LEA is responsible for maintaining the secondary school transcript. The IHE will provide official course grades to the LEA at the conclusion of the academic term and after course grades have been finalized. The LEA will post the actual course title, IHE name, and grade earned in the college course to the student's high school transcript. In cases where no grade is reported for a course, where a grade of "I" (incomplete) is reported, or where a grade change occurs after final grades have been posted, the student will request a transcript be sent to their LEA to verify corrected course grades.

Mid-term grades are not permitted to be published on the high school grade report or transcript, nor utilized in determining high school GPA or class standing.

Upon a student's request, the IHE will provide an official college transcript showing credit for the completed college-level course work. Depending upon the type of transcript requested, a service fee may be required. Students can access and print unofficial copies of their transcripts through their Flashline portal.

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## SECTION XIII: FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT ("FERPA")

The Family Educational Rights and Privacy Act (FERPA) is a Federal Law that protects the privacy of student education records, both financial and academic. For the student's protection, FERPA limits release of student record information without the student's explicit written consent; however, it also gives the student's parent(s)/guardian(s) the right to review those records if the parent(s)/guardian(s) claim the student as a dependent on their Federal Income Tax Return.

### Communication with Parents for Students in Courses Delivered at High Schools:

CCP students are college students, and their educational records are protected by FERPA legislation. Students enrolled in college courses, regardless of the classroom location, are protected and communication must be carefully distributed.

CCP teachers for Kent State University must adhere to FERPA legislation. **Note that while enrolled in college courses, FERPA limits ALL instructors, including CCP teachers, to provide performance information only to the student without prior consent from the student.**

**Kent State University requires that each CCP teacher verify with the University that a valid FERPA Release Form and/or an approved Parent/Guardian Verification of Student Dependent Status form is in place at the University for any participating student prior to release of any protected information.** Students may complete a FERPA release online through their Flashline account or may complete a paper release form found online at <https://www.kent.edu/registrar/ferpa-forms> and submit this to the Kent State University Registrar.

In the event that a high school CCP teacher identifies a need to contact a student's parent proactively

regarding progress in the college course, they may only do so if a signed FERPA Release form is on file with the University.

**Communication with Parents for Students in Courses Delivered at IHE Locations:**

Students may grant Kent State University permission to release information about their student records to a third party (including parents, stepparents, etc.) by completing a FERPA Release Form online through their Flashline account or completing a paper release form found online at <https://www.kent.edu/registrar/ferpa-forms> and submit this to the Kent State University Registrar. In the absence of a student initiated FERPA release, parent(s)/guardian(s) may submit a Parent/Guardian Verification of Student Dependent Status form for review to the University Registrar.

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**SECTION XIV: STATE REPORTING**

The LEA and IHE shall retain educational records in accordance with Ohio or Federal statutes and record retention regulations and shall collaborate where necessary to provide required statistical information.

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**SECTION XV: APPEALS**

Each student has the right to appeal decisions concerning the CCP program. The LEA and IHE shall have a student appeals process. LEA and IHE decisions are final.

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**SECTION XVI: RELEVANT LAWS**

At all times, the parties agree to follow and be responsible for their own compliance with all local, state and Federal laws and regulations related to the CCP program, including but not limited to the provisions of section 3333-1-65, et seq. of the Ohio Administrative Code, as amended. At any time, should a party's inability to comply with the law interfere with that party's ability to adhere to the terms of this Agreement or should such inability impede that party's eligibility under this program, the other party shall have the right to suspend or terminate this Agreement. Notwithstanding the foregoing, the parties shall take all reasonable actions to mitigate any effects of such action upon currently enrolled students.

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**SECTION XVII: NONDISCRIMINATION**

Each party agrees to comply with all applicable laws regarding affirmative action and equal employment opportunity in connection with this Agreement and each party further agrees not to discriminate against any person or group of persons on the basis of race, color, religion, gender, sexual orientation, national origin, ancestry, disability, genetic information, age, military status, or identity as a disabled veteran or veteran of the Vietnam era, recently separated veteran, or other protected veteran.

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**SECTION XVIII: MARKETING, ADVERTISING AND PROMOTION**

LEA and IHE shall cooperatively market the CCP program by:

- Equally promoting the Agreement to partner's students and their families, as well as to the communities served by the partner through each entity's website.

- LEA shall provide IHE with reasonable access to LEA students, parents and counselors to allow IHE to market and promote the program.

LEA shall market the CCP program by:

- Identifying this agreement with IHE in the required annual notice to students, in the required annual information session, in the annual program of studies, and on the school website.
- Providing IHE with advanced notification and opportunity to present during the LEA's annual CCP informational sessions.
- Providing IHE with reasonable access to partner students, parents and counselors to allow IHE to market and promote the program.
- Assisting IHE in mailing promotional materials to partner students and parents by providing their home addresses.

IHE shall market the CCP program by:

- Identifying this agreement with the LEA on the CCP website.
- Providing an annual session for IHE counselors to meet with LEA representatives regarding the CCP program.

Each party shall, prior to the issuance of any news or press release marketing the program, provide notification and a copy of the release to the other party.

The LEA must adhere to the use of the IHE logo and signage guidelines which will be provided to LEA upon request.

## **SECTION XIX: FINANCIAL STRUCTURE AND COST SHARING**

1. The IHE will retain all State Support of Instruction (SSI) funds for students completing CCP courses.
2. The cost of textbooks, course materials and supplies including access codes will be incurred by the school district unless alternative arrangements have been made with the campus through which the student(s) is(are) enrolled and the IHE shall waive payment of all other fees related to participation in the program pursuant to ORC 3365.07 with the exception of students enrolled under ORC 3365.06 (A).
  - 1) The LEA can choose to initiate and maintain an account with the IHE University Bookstore and can elect to purchase textbooks and materials through other vendors. Students shall have the required course textbooks and materials available by the first day of classes.
  - 2) Students can participate in the Kent State University Flashbooks initiative whereby textbooks are made available electronically at a cost savings to the district. This initiative is currently limited to a finite number of specified course sections. Billing for Flashbooks materials will be invoiced to districts separately from the IHE University Bookstore partner.
3. The IHE will invoice based on the following formula subject to approval by the Chancellor, Ohio Department of Higher Education:

### **High School Delivery - Option A:**

For courses taught by a high school teacher approved by the IHE at the LEA location, the rate will be the State of Ohio default floor amount established in the 2024 state budget (to be determined upon approval of the biennial state budget) x number of credit hours/course x number of students.

### **High School Delivery - Option B:**

For courses taught by an IHE faculty member at the LEA location, the rate will be the State of Ohio default midpoint amount established in the 2024 state budget (to be determined upon approval of the biennial state



budget) x number of credit hours/course x number of students.

**On Campus Delivery:**

For courses taught by a university faculty member at an IHE location, the cost will be the State of Ohio default ceiling amount established in the 2024 state budget (to be determined after approval of the biennial state budget) x number of credit hours/course x number of students.

**Distance Learning Delivery:**

For courses being taught via distance learning, the cost will be the State of Ohio default ceiling amount established in the 2024 state budget (to be determined after approval of the biennial state budget) x number of credit hours/course x number of students.

Necessary tutoring for special education students and accommodations for ADA qualifying students will be the responsibility of the LEA in consultation with the IHE. CCP students will have access to student resources at the IHE.

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**SECTION XX: TERMS AND CONDITIONS**

The initial term of this Agreement shall be from July 1, 2024, to June 30, 2025. This Agreement may not be altered or modified by any party adhering to it, with the exception of the Appendix. The IHE may modify the list of college credit plus courses in the Appendix of this Agreement. Modifications to the Appendix must be submitted to the LEA prior to the beginning of a new semester. This Agreement shall expire on June 30, 2025.

Either party may terminate this Agreement for cause upon written notice to the other party if the other party fails to cure any material breach of this Agreement within thirty (30) days after receiving written notice of such breach. In the event of such failure to cure, this Agreement will terminate on the 30<sup>th</sup> day after such notice is provided. In the event of termination, both parties will work together to mitigate any effects of such termination upon currently enrolled students.

Should any provision of this agreement be found to be invalid, illegal, or unenforceable for any reason, the invalidity or unenforceability of such provision shall not affect the validity of the remaining provisions hereof. Non-enforcement of any provision of this agreement by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this agreement.

This Agreement shall be interpreted and construed in accordance with the laws of the State of Ohio.

This Agreement shall constitute the entire agreement between the parties and fully supersedes any and all prior agreements or understandings, written or oral, between the parties pertaining to the matters set forth herein. This Agreement shall not be amended, modified, or changed unless agreed such amendment is (i) in writing; (ii) refers to this Agreement; and (iii) executed by an authorized representative of each party.

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**SECTION XXI: APPROVALS**

**IHE (Kent State University):**

  
\_\_\_\_\_  
Provost

11/3/2024  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Senior Vice President for Finance and Administration

11/3/2024  
\_\_\_\_\_  
Date

**LEA** \_\_\_\_\_

*(Partnering Secondary School Name)*

\_\_\_\_\_  
Superintendent/Headmaster/Chief School Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Date

## APPENDIX A

### Listing of Authorized College Credit Plus Courses 15/30 Credit Hour Pathway

This appendix shall contain the courses included in Kent State University's 15/30 credit hour pathway. The courses listed on the following page are representative of suggested Kent State University CORE classes. Students participating in the CCP program are not required to take these specific courses, rather they are provided as a demonstration of the typical courses into which a new college freshman might enroll.

Participating students meet with an IHE academic advisor to plan courses to be taken through CCP that will apply toward a specific certificate, associate degree or baccalaureate degree program and meet the parameters defined by ORC 3365.06 (C) (effective 9/29/2017) and OAC 3333-1-65.12 (effective 2/15/2018) and any other laws or regulations that may come into effect beginning with the summer term of the 2019-2020 academic year. CCP courses may be taken as high school electives or as high school core course credits. The applicability of the course(s) selected by the student to their high school program of study must be confirmed with their school counselor.

#### Course Enrollment Restrictions:

Students must complete 15 credit hours of courses designated as Level I before progressing to Level II. The 15 credit hours may consist of credits earned through AP, IB, or college courses taken at colleges or universities participating in CCP. Students must complete 15 credit hours in Level I before progressing to Level II. The 15 credit hours may consist of credits earned through AP, IB, or college courses taken at other colleges or universities participating in CCP. Level I courses include:

- 1) Transferable courses: Part of CTAG, OTM, or TAG (i.e., CTAG: Career-Technical Assurance Guides; OTM: Ohio Transfer Module; TAG: Transfer Assurance Guides)
- 2) Courses in computer science, information technology, anatomy, physiology, or foreign language, including American Sign Language
- 3) Technical certificate courses
- 4) 15-credit hour or 30-credit hour model pathway courses
- 5) Study skills, academic or career success skills courses
- 6) Internship courses
- 7) Another course that may be approved by the Chancellor on an annual basis

Upon completion of 15 credit hours in Level I, students may select Level II courses which include any other college courses that is not a Level I course.



**College Credit Plus Pathways**

Students participating in College Credit Plus select course(s) to be taken after consultation with both their high school counselor and their Kent State University academic advisor. Course enrollment may be determined by placement recommendations, course prerequisites, academic goals, high school graduation requirements, intended college major, and course availability.

The 15 and 30 credit hour Pathways below represent a sample of courses that may be taken by a typical full-time, first year college student. Additional specific Pathways can be created between the LEA and IHE to address student needs. CCP students may select from courses that are not part of the 15 and 30 credit hour Pathways and are not required to attend Kent State University full time. They are limited to no more than 18 credit hours per semester and no more than 30 credit hours total per academic year. Students should refer to the Kent State University Roadmaps available online at: <http://solutions.kent.edu/GPS/ROADMAP/browse/ug/all> as a guide to the Kent CORE and additional required courses for a specific major or degree program of interest to them.

15 Credit Hour Pathway

Kent State University Course Name & Number	Course Prerequisite	College Credits
ENG 11011 - College Writing	Placement	3
Kent CORE Mathematics or Critical Reasoning Course	See Catalog	3-5
Kent CORE Humanities or Fine Arts Course		3
Kent CORE Social Science Course		3
Kent CORE Basic Science Course	See Catalog	3-5
	<b>Total Credits:</b>	<b>15</b>

30 Credit Hour Pathway  
(includes 15 Credit Hour Pathway above)

Kent State University Course Name & Number	Course Prerequisite	College Credits
Kent CORE English course	See Catalog	3
Kent CORE Mathematics or Critical Reasoning Course	See Catalog	3-5
Kent CORE Humanities or Fine Arts Course		3
Kent CORE Social Science Course		3
Kent CORE Basic Science Course	See Catalog	3-5
	<b>Total Credits:</b>	<b>15</b>

## **APPENDIX B**

### **Listing of Kent State University Campus Contacts**

#### **Ashtabula Campus**

R. William Ayres, Ph.D.  
Dean and Chief Administrative Officer (CAO)  
3300 Lake Rd W  
Ashtabula, OH 44004-2316  
(440) 964-4211  
rayres1@kent.edu

#### **East Liverpool Campus**

#### **Salem Campus**

#### **Columbiana County Campuses**

Bradley A. Bielski, Ph.D.  
Dean and Chief Administrative Officer (CAO)  
2491 State Route 45 S  
Salem, OH 44460-9412  
East Liverpool Campus (330) 382-7411  
Salem Campus (330) 337-4205  
bbielski@kent.edu

#### **Geauga Campus**

#### **Twinsburg Regional Academic Center**

Angela S. Spalsbury, Ph.D.  
Dean and Chief Administrative Officer (CAO)  
14111 Claridon-Troy Road  
Burton, OH 44021  
(330) 907-3362  
aspalsbu@kent.edu

#### **Kent Campus**

Lana Whitehead  
Associate VP, Lifelong Learning  
Lifelong Learning  
Lincoln Building  
Kent, OH 44242-0001  
(330) 672-3754  
lwhiteh2@kent.edu

#### **Stark Campus**

Denise A. Seachrist, Ph.D.  
Dean and Chief Administrative Officer (CAO)  
6000 Frank Ave NW  
North Canton, OH 44720-7599  
(330) 244-3211  
dseachri@kent.edu

**Trumbull Campus**

R. William Ayres, Ph.D.  
Interim Dean and Chief Administrative Officer  
(CAO) 4314 Mahoning Ave., N.W.  
Warren, OH 44483-1998  
(330) 675-8820  
rayres1@kent.edu

**Tuscarawas Campus**

Bradley A. Bielski, Ph.D.  
Dean and Chief Administrative Officer  
(CAO) 330 University Dr., NE  
New Philadelphia, OH 44663  
(330) 339-3391  
bbielski@kent.edu

## APPENDIX C

### College Readiness Indicators for CCP Students

	ACT	SAT <sup>1</sup>	Accuplacer <sup>2</sup>	
			Classic	Next Gen
<b>English Sub Score</b>	18	Evidence Based Reading & Writing 480	Sentence Skills 88 OR on 5 on Writeplacer	NextGen Writing 263 or above OR 5 on Writeplacer
<b>Reading Sub Score</b>	22		80	NextGen Reading 250
<b>Mathematics Sub Score</b>	22	530	55 CLM	QAS – 263+
				AAF – 263+

**Adapted from "Uniform Statewide Standards for Remediation-Free Status," dated April 2019**

<sup>1</sup> Scores reflected on this table apply to the current version of the SAT; scores obtained on exams prior to 2017 will need to be crosswalked to these thresholds.

<sup>2</sup> Accuplacer Classic was warehoused in January 2019. The Classic "cut scores" will remain on the chart for students who were assessed prior to 2019.

NEW DOCUMENT



**BOE Resolution Authorizing Required Third Grade English Language Arts and Mathematics Assessments in Paper Format for the 2024-2025 School Year**

Revere Local Schools Board of Education hereby ADOPTS the following Resolution:

**WHEREAS** Ohio Revised Code Section 3301.0711, as amended by Senate Bill 216 enacted by the 132nd Ohio General Assembly, authorized a school district to administer Third Grade assessments in paper format in any given school year;

**WHEREAS** it is the desire of the Revere Local Schools Board of Education for the following assessments to be administered in paper format:

- I. Grade 3 OST English Language Arts
- II. Grade 3 OST Mathematics

**NOW THEREFORE, BE IT, AND IT IS, HEREBY RESOLVED** that the Revere Local Schools grade three assessments in English Language Arts, Mathematics, and Alternative Assessment shall be administered in a paper format for the 2024-2025 school year; and

**BE IT FURTHER RESOLVED** that if any student whose individualized education program or plan developed under Section 504 of the “Rehabilitation Act of 1973,” 87 Stat. 355, 29 U.S.C. 794, as amended, specifies that taking either or both assessments in an online format is an appropriate accommodation for the student, then that student may take the assessment(s) in an online format; and

**BE IT FURTHER RESOLVED** that the Superintendent of Schools is hereby authorized and directed to submit a copy of this resolution to the Ohio

Department of Education in accordance with Ohio Revised Code Section 3301.0711.

**BE IT FURTHER RESOLVED**, this Resolution shall take effect and be in force from and after the earliest period allowed by law. Upon roll call on the adoption of the Resolution, the vote was as follows:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

This Resolution was adopted by the Revere Local Schools Board of Education in public session the 16th day of January, 2024.