

Minutes of the Regular Meeting of the Aurora City Schools Board of Education of October 28, 2024

**Call to Order:**

The meeting was held at the Conference Center 119 W. Pioneer Trail and called to order at 7:00 p.m.

All Board members were present.

**Special Report/Recognitions**

**24-214**

Recognize Excellence

**RESOLVED THAT**

THE Aurora Board of Education is proud to recognize and congratulate the following students for being selected by Rotary International of Aurora as **Students of the Month**.

**Cameron VanDyke** Harmon School

**Kade Bohanan** Harmon School

Moved by: Mr. Sabulsky Seconded by: Mr. Acomb

Roll Call Vote:

Yes: Mrs. Schneider, Mr. Sabulsky, Mrs. Mehallis,

Mr. Acomb, Mrs. Klich,

No: None: motion carried

**Acknowledgement of Visitors and Hearing of Public**

Elissa Katz, 805 S, Sussex Ct, Aurora Ohio, and Rachel Reight, 59 S. Chillicothe Rd. Aurora, Ohio, co-chairs of the Citizens Committee for quality Schools, provided the Board with an update on the bond issue which is on the November ballot.

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**24-215**

Approval of Minutes

The minutes of the Regular Meeting of September 30, 2024 were approved.

Moved by: Mr. Sabulsky

Seconded by: Mr. Acomb

Roll Call Vote:

Yes: Mrs. Schneider, Mr. Sabulsky, Mrs. Mehallis,

Mrs. Klich, Mr. Acomb

No: None: motion carried

***Superintendent/Assistant Superintendent Reports***

*Mr. Roberto reported to the Board on Senate Bill 29 which was signed into law and officially took effect October 24, 2024. In short, the law deals with educational records and student data privacy. It adjusts two existing Ohio Revised Code Sections and creates three new statutes (RC 3319.325, 3319.326, and 3319.327) that include school district obligations related to technology contracts, monitoring limitations, and notifications to parents & students.*

**First New Statute: 3319.325**

*By October 24, 2024, and then repeating by August 1st of each following year, a school district must notify the community it serves that the district has the ability and intends to monitor and access student activity on school-issued devices.*

*On October 24<sup>th</sup>, we sent out a general notification to all ACSD families which provided them with advance notice that the district and/or one of its technology providers intend to electronically*

*access or monitor our students' school-issued devices. This, by the way, is nothing new as we have always monitored devices provided to our students in the form of holding student history on school-issued Chromebooks and preventing them from being deleted as well as blocking any websites that do not conform with Federal regulations from the Children's Internet Protection Act (CIPA).*

#### **Second New Statute: 3319.326**

*The second new statute requires school districts to provide annual notice to our families of the curriculum, testing, or assessment technology providers that affect a student's educational records. By law, none of these technology providers are permitted to use student education records for commercial purposes or to share educational records except for compliance in fulfilling the contract with the Aurora City School District.*

*SB29 requires the school district to send each family a second form notifying them of the technology providers we use and how to access the list. That list, which contains over 1,000 names can be found on our district website. A notice was also sent to each ACSD Family household through Final Forms on October 24, 2024, and then will be shared by August 1st in the following school year going forward.*

#### **Third New Statute 3319.327**

*The third and final new statute basically states that a school district must notify, within 72 hours of access, the parents or guardians of a student who had their school-issued device accessed by the school district. This notice will ONLY be sent home if the district finds it necessary to access a student-issued electronic device for one or more of six specific reasons. However, this notification is required to be sent home within 72 hours of the district accessing the student-issued device and it must state the rationale for accessing the device.*

*Reasons for needing to access the device include*

- *Activity limited to non-commercial educational purposes for instruction*
- *Pursuant to a judicial warrant.*
- *Notification or awareness that the student-issued District device is lost or stolen.*
- *Activity is necessary to respond to a threat to life or safety. The access is limited to this purpose alone.*
- *Compliance with federal and/or state laws.*
- *Required as part of a federal or state funding program.*

*In the notification the district will share the reason for accessing the device, the date the school-issued device was accessed, and potentially other information as necessary. As stated earlier, all three of these notices are referencing nothing new to the district, but what is new is that we are required by law to notify parents in writing of our monitoring and accessing student activity on school-issued devices.*

*Mr. Acomb asked what the district currently monitors for on student-issued devices. Mr. Roberto responded that the district has a history of what has been accessed from each of the devices and this history is prevented from being deleted.*

*Dr. Milcetich reported to the Board on the activities and schedule during the October 14th Professional Development Day. Any time the district chooses to set aside dedicated time for educator learning, the goal is for the time to be well spent with targeted learning opportunities. Certain days might be utilized for training for whole groups or large groups of staff, whereas other days might need to be differentiated depending on the age and needs of the student population with whom the educator's work. We also need to make time for required training, in addition to areas we deem as needs or strategic. Regardless, the district goal is to be intentional with our learning, as well as aligned with our Strategic Vision. That being stated, this particular session had a primary focus of completing required Science of Reading Training.*

*The October Professional Development Day offered the least amount of choice we have ever provided in recent history but was differentiated by need and role. Typically, we try to provide options and choice, but this approach was not feasible due to PD requirements from ODEW surrounding mandatory Dyslexia and Science of Reading (SOR) Training for all licensed staff. The licensed staff was divided into different grade band and subject area groups across the district at each building working through the designated online learning modules from ODEW. These small groups were facilitated by teacher leaders and administrators. Essentially all teaching staff was required to complete a Dyslexia/SOR Training Pathway depending on their role and the students they serve with higher level requirements for 4-5 teachers, ELA teachers, and Special Education Teachers. K-3 teachers completed previously required Dyslexia Training, so they only had an abbreviated SOR Training Pathway to complete.*

*There were two other major groupings of staff involved with PD as well, paraeducators and bus drivers. Victor Torres (AHS Assistant Principal, 6-12 SPED Coordinator) did an excellent job facilitating a full day of learning for our paraeducators, which is paramount due to our turnover at these roles across the district. Their morning consisted of AID (Awareness Interaction Direction) Training provided by KSU and the PCMBH (Portage County Mental Health Board) followed by CPI (Crisis Prevention Institute) Training, both of which focused on helping staff to recognize and de-escalate situations, in which students are experiencing high anxiety and are potentially out of control emotionally and potentially physically. Afterwards, paraeducators completed training modules from PSW (Public School Works), which are required trainings for all staff, and also Master Teacher Training modules, which are helpful for paraeducators to understand how to support teacher instruction in the classroom environment. Chris Winger provided quality PD for our bus drivers at the Conference Center. They were updated on rules and regulations and briefed on best practices for student management. Later, the Fire Department provided learning on safety, including a “smoke the bus” event for drivers to experience and respond in dangerous fire related events.*

*In terms of status updates and next steps for the required ODEW Dyslexia and Science of Reading Training, my assessment is that we are in good shape in both areas. Teams across the district completing the abbreviated SOR Pathways, including those on Pathway B and E, were able to finish their required training. Staff on other Pathways, including A, Full B, C, D, and G made excellent progress with a realistic goal of completing their modules during the February PD day. Andrew Sams was able to build an in-house app called “Archivx” where all staff can submit their Pathway Certifications allowing me to approve and organize all of this information. Once complete after the February or March PD Day, I will need to verify the state stipends are still fully funded and coordinate with the Treasurer’s Office so that all teaching staff are paid either \$1200 or \$400 (Pathway E) for completing this professional development and that our district is then quickly reimbursed through the ODEW portal. Payment for completing these pathways is required through state mandates and is actually fully funded, which is highly unusual. One of Governor DeWine’s priorities is literacy, and accordingly the state has dedicated funds to this stipend to teachers across the state for completing professional development and also a subsidy for districts to purchase core ELA instructional materials, which is a topic for a later Board meeting.*

*Mrs. Mehallis asked how the Science of Reading training differs from what the teachers previously have had. Dr. Milcetich responded that for the most part this training serves as a review of previous trainings which the teaching staff has received.*

*Mark Abramovich, Harmon Middle School Principal, reported to the Board on the Harmon Middle School goals for the 2024-25 school year regarding academics, culture and relationships. Mr. Abramovich outlined the goals as follows:*

1. *Providing opportunities for WIN (What I Need) in 6th and 7th Grade*
2. *Aligning areas of focus for GAP (Guidance, Administration, Psychologist)*
3. *Integration of the 6 Competencies and 3 Harmon Pillars (Be Respectful, Be Responsible, and Be Kind) within every classroom*

4. *Collecting data on the Competency Continuum*
5. *Defining the procedures*
6. *Enhancing MTSS practices*
7. *Increased professional development through teacher observations of colleagues*
8. *Continuing to define PBIS within the framework of the day and culture*
9. *Staff meeting focus*
  - *PD*
  - *PBIS*
  - *Communication*
  - *Policies*
  - *Open Forum/Proactive Check-ins*
10. *Development on procedures and policies pertaining to AI*
11. *Continued focus on Student Accountability*
12. *Discipline*
13. *Academic progress*
14. *Providing more content breakout time*
15. *Promoting work centered on Disciplinary Literacy*

Mrs. Mehallis thanked Mr. Abramovich for always providing a nurturing environment to the Harmon students.

### **Treasurer's Report/Recommendations**

*For the month of September, expenditures exceeded revenues by \$396,503. This decreases the general fund cash balance to \$23,824,010 after the third month of the fiscal year. For the month of September, revenues were 10.17% greater than projected while expenditures were 0.83% less than projected.*

*On the revenue side, the second half 2023 real estate property tax settlement from Summit County, along with the Summit County public utility tangible personal property tax receipts were received. This completes the real estate tax collection for tax year 2023.*

*All Other Operating Revenue includes \$127,071 in all day kindergarten tuition payments, \$33,104 in preschool tuition payments and \$60,900 in tuition payments for students from other districts attending the Aurora City Schools.*

*Also, the property tax rollback and homestead exemption for Portage County was received from the State of Ohio. \$1,491,908 was received for the tax rollback reimbursement and \$200,354 for the homestead exemption reimbursement. The Summit County tax credits are expected to be received in October.*

*On the expenditure side, Personnel Services costs include \$32,500 in payments to teaching staff for the healthcare insurance waiver. This year, 13 staff members took the \$2,500 waiver payment in lieu of the District's healthcare insurance. Overall, all categories continue to be within normal variances.*

*Thus far for the fiscal year, revenues are \$261,243 greater than projected and expenditures are \$140,170 greater than projected. Overall, this results in a favorable variance of \$121,074 after the third month of the fiscal year.*

*The total cash balance for all funds is \$26,726,327.21 with the general fund having a cash balance of \$23,824,010.27. This overall cash balance is \$190,543.71 less than that at the end of August which can be accounted for by:*

- *The \$396,503 excess of expenditures over revenues in the general fund.*

- *Real Estate and Tangible Personal Property Tax receipts to the Bond Retirement Fund of \$28,414 and to the Permanent Improvement Fund of \$17,990.*
- *The \$69,471 in revenues in the bond retirement fund (Fund 002) and \$43,285 in the permanent improvement fund (Fund 003) from the Portage County property tax rollback and homestead exemption.*

*Revenues over expenditures of \$56,038 in Federal Programs (Fund 5xx).*

**24-216**

Approve Financial Statements and Reports

WHEREAS the financial statements and reports (including revenues, disbursements, and balances) for the funds herein specified have been presented to the members of the Board at least two days prior to the meeting:

General Fund	Dated: 9/30/24
Student Activity Fund	Dated: 9/30/24
Categorical Funds	Dated: 9/30/24
Investments	Dated: 9/30/24
Debts	Dated: 9/30/24

WHEREAS the members of the Board have had an opportunity to inquire about any revenue, disbursement, balance, or report;

WHEREAS the public may review such documents in the treasurer's office and the annual financial statements and reports are part of the permanent records of this school district; and

WHEREAS disbursements are prohibited by statute from exceeding the amount appropriated by the Board;

NOW, THEREFORE, BE IT RESOLVED under the provisions of ORC 3313.18 and ORC 3313.47, the financial statements and reports are approved as presented insofar as the disbursements are legal expenditures within the appropriated amounts.

Moved by: Mrs. Klich

Seconded by: Mrs. Mehllis

Roll Call Vote:

Yes: Mrs. Mehllis, Mr. Acomb, Mrs. Schneider,  
Mrs. Klich, Mr. Sabulsky

No: None: motion carried

**24-217**

Accept Gifts and Contributions (ORC 3313.36)

RESOLVED THAT

the Aurora Board of Education accept the following donations and in so doing hereby acknowledges the positive and supportive activities of those listed:

Aurora Youth Football donated \$1000.00 to Dinners for the Football Team

Falguni Dani donated \$500.00 to the Cross Country Scholarship Fund

Aurora VFW donated \$995.00 to sponsor 3 students for the Washington D.C. Trip

JA McMahon Inc. donated \$1000.00 to the Hockey Program

State Farm Foundation donated \$2500.00 to the Tennis Program and \$1500.00 to the Hockey Program

Aurora Elementary PTO donated \$1380.11 (from their pancake breakfast) to Leighton School for outdoor living spaces

Moved by: Mr. Acomb

Seconded by: Mrs. Klich

Roll Call Vote:

Yes: Mrs. Klich, Mr. Acomb, Mrs. Mehallis,  
Mrs. Schneider, Mr. Sabulsky,

No: None: motion carried

## **24-218**

### Accept Resignations

**RESOLVED THAT**

the Aurora Board of Education accepts the **resignations/retirement** of the following staff members and/or positions.

**Jennifer Hilty**

AHS Guidance Secretary

**Retirement effective December 31, 2024**

Twenty-two years of service to the district

**Missy Stanton**

HMS Cheer Coach

**Resignation of HMS Boys Basketball Cheer Contract only**

Effective October 16, 2024

**John Eacott**

HMS Custodian

**Resignation of AHS Auditorium Co-Contract Only**

Effective August 15, 2024

Moved by: Mrs. Schneider

Seconded by: Mr. Acomb

Roll Call Vote:

Yes: Mrs. Schneider, Mrs. Mehallis, Mr. Acomb,  
Mrs. Klich, Mr. Sabulsky

No: None: motion carried

## **24-219**

### Approve Job Description for Van Driver Position and Pay Scale

**RESOLVED THAT**

The Aurora Board of Education approves the job description and pay scale for **Van Driver position effective October 21, 2024**

#### **POSITION: Van Driver**

##### Job Analysis:

The van driver will work directly under the supervision of the Director of Operations. The driver shall be charged with the responsibility of operating school vans in a safe, responsible manner, and adhering faithfully to the laws of the State of Ohio, all rules and regulations of the Ohio State Department of Education, Ohio State Department of Transportation, and the policies and procedures established by the Aurora City Schools Board of Education.

The van driver is viewed as a critical member of the educational team with a unique and important role to fulfill. Above all, the safety of passengers is seen as the function of primary importance. The van driver's responsibilities shall include, but not be limited to, reasonable assurances of good health; consistent and non-discriminatory enforcement of the rules and regulations or rider discipline; acting in a cooperative manner with parents and school personnel; and because of the very visible and sensitive role that transportation plays in school operations, serving as an ambassador of goodwill to the community.

##### Duties and Responsibilities - The van driver shall:

###### **I. General**

- Report for work at least 15 minutes before his/her scheduled run.
- Keep current route maps and written route descriptions on the van in the proper folder at all times.
- Conduct seat inspections after each run.
- Report immediately any information regarding vandalism, mechanical failure, etc., to the

- supervisor (use bus repair request).
- Be on the van while students are loading and unloading.
- Make sure that the students remain seated whenever the vehicle is in motion.
- Be responsible for maintaining and enforcing student discipline.
- Smoking is prohibited on any Board owned vehicles.
- Stop at designated stops only. He/she use his/her discretion when a special situation develops. Drivers will make special stops (loading or unloading) only upon proper authorization of the Director of Operations, the Superintendent or his designee.
- Conduct van fire drills at least twice a year, and all other emergency evacuation practice procedures or drills as may be specified.
- Be required to attend all safety meetings and in-service meetings.

## **II. Safety and Maintenance of Van**

- Perform a pre-trip inspection of the van before each run which will include at least the following: lights, safety equipment (ex. fire extinguisher), wipers, tires, brakes, emergency brakes, seats, horn, fuel, defroster, and radio equipment. In the a.m., a check shall be made for vandalism. Safety check inspection forms will be provided.
- Be provided with and keep a trash container, a broom, and snow cleaning equipment on the bus for use to clean the interior of the bus.
- See that all glass areas needed for driving visibility are clean.
- See that the van floor and seats are clean.
- Clean the snow off the van for safe driving.
- Report any defects with the van or equipment in writing immediately to the supervisor on a proper form (use bus repair request).

## **III. Operation of Vehicle**

- Obey all traffic laws and posted regulations.
- Adhere to the time schedule every day.
- Use all of his/her vehicle lights, in accordance with state law.
- Obey all state laws pertaining to the operation of his/her vehicle.
- Operating a van or bus while suspected of having inhaled or ingested alcohol, narcotics, drugs, prescriptions with normal recommendation not to drive, or any other substance with the potential of inhibiting judgment, reflexes or driving skills or in possession of same, will result in automatic ten (10) days suspension. Conviction of violating state law related to the above will mean dismissal. Arrest and conviction for DUI. and reckless operation or cumulative behavior causing concern about driving skills or attitudes will result in dismissal.

### Personal Qualifications - The van driver shall:

- Be at least 21 years of age.
- Be of good moral character.
- Be physically qualified as determined by the annual physical examination.
- Be free of addiction to alcohol, narcotics, or other drugs.
- Be able to exercise mature judgment.

### Professional Qualifications - The van driver shall:

- Be trained in the safe operation of the van and have a knowledge of the transportation laws and regulations.
- Satisfactorily complete the State Department of Education Van Driver Education Program.
- Report all traffic violations within the last three (3) years when applying for a position.
- Know and obey all state laws pertaining to bus transportation, (especially those on pages 17, 18, and 19, in the "Ohio Pupil Transportation and Regulations" 1975 manual).

Van Driver  
(10/21/2024)

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### **Van Driver Wage Schedule**

#### **% Increases**

Experience Level	Index	Van Driver Rates Effective October 21, 2024	Van Driver Rates Effective January 1, 2025
1		15.00	15.40
2	1.0288	15.43	15.85
3	1.0583	15.88	16.30
4	1.0859	16.29	16.72
5	1.1122	16.68	17.13
6	1.1404	17.11	17.56
7	1.1686	17.53	18.00

Moved by: Mrs. Klich

Seconded by: Mr. Sabulsky

Roll Call Vote:

Yes: Mr. Acomb, Mrs. Mehallis, Mrs. Klich,  
Mrs. Schneider, Mr. Sabulsky

No: None: motion carried

#### 24-220

##### Award Supplemental/Public Activity Contracts (District Personnel)

RESOLVED THAT

the Aurora Board of Education awards **supplemental/pupil activity contracts** to non-district personnel for **2024-25** school year as follows, contingent upon full and complete compliance with all State of Ohio and Aurora Board of Education employment eligibility criteria, and paid from the General Fund unless otherwise indicated:

<b>Amanda Brown</b>	HMS Washington DC overnight	Amt: \$150.00/night
<b>Kory Rorabaugh</b>	HMS Bike Club	Amt: Intramural Rate
<b>Paula Tice</b>	AHS Overnight -Band Camp	Amt: \$150.00/night
<b>Leslie Fletcher</b>	AHS Overnight - Hocking Hills	Amt: \$150.00/night
<b>Robert Albrecht</b>	AHS Auditorium Manager	Amount: 10%
<b>Melissa Foster</b>	AHS After School Supervisor	Amt: Intramural Rate

Moved by: Mrs. Schneider

Seconded by: Mr. Acomb

Roll Call Vote:

Yes: Mrs. Schneider, Mrs. Mehallis, Mr. Acomb,  
Mrs. Klich, Mr. Sabulsky

No: None: motion carried

#### 24-221

##### Employ Long-Term Substitute Teachers for 2024-25 RESOLVED THAT

The Aurora Board of Education will employ **Allison Restly**, as a long-term substitute for a teacher at Craddock Elementary School for the tentative dates of **November 16, 2024 -May 5, 2025** contingent upon proper certification and full and complete compliance with all State of Ohio and Aurora Board of Education employment eligibility criteria. In consideration of the above service, said Board of Education agrees to pay said teacher the daily substitute rate per diem for 60 days. On the 61<sup>st</sup> day, the per diem rate paid is based on BA, Step 1 salary level per Board resolution.

Moved by: Mrs. Klich

Seconded by: Mr. Acomb

Roll Call Vote:

Yes: Mrs. Schneider, Mrs. Klich, Mr. Sabulsky  
Mr. Acomb, Mrs. Mehallis

No: None: motion carried

**24-222**

Approve Introductory Appointment of Support Staff

RESOLVED THAT

the Aurora Board of Education appoints the following **support staff member** as indicated for an introductory period of 100 work days' contingent upon full and complete compliance with all State of Ohio and Aurora Board of Education employment eligibility criteria:

**Rita Corey 100%FTE**  
AHS Cafeteria

Effective: October 21, 2024  
Amount: Reg. Cafeteria, Step 9  
Fund: General

**Lisa McLaughlin 50%FTE**  
Van Driver

Effective: October 21, 2024  
Amount: Van Driver, Step 1  
Fund: General

**Anthony Watkins 100%FTE**  
AHS Custodian

Effective: October 28, 2024  
Amount: 3<sup>rd</sup> shift Custodian, Step 8  
Fund: General

Moved by: Mr. Sabulsky

Seconded by: Mr. Acomb  
Roll Call Vote:  
Yes: Mr. Acomb, Mr. Sabulsky, Mrs. Schneider,  
Mrs. Klich, Mrs. Mehallis  
No: None: motion carried

**24-223**

Employ Licensed Substitute Teachers for the 2024-25 School Year

RESOLVED THAT

the Aurora Board of Education approves the employment of licensed **substitute teacher** for the **2024-25** school year as follows, pending proper licensing and contingent upon full and complete compliance with all State of Ohio and Aurora Board of Education employment eligibility criteria:

**Brooke Anderson**  
**Taylor Burick**  
**Megan Campbell**  
**Michelle Frey**  
**Karen Miller**

Moved by: Mrs. Schneider

Seconded by: Mr. Sabulsky  
Roll Call Vote:  
Yes: Mr. Acomb, Mr. Sabulsky, Mrs. Schneider  
Mrs. Klich, Mrs. Mehallis  
No: None: motion carried

**24-224**

Employ Support Staff Substitutes for the 2024-25 School Year

RESOLVED THAT

the Aurora Board of Education approves the employment of the following in Board approved **support staff substitute positions** (bus driver, custodian/maintenance, secretary, paraprofessional, cafeteria/courier, media clerk, paraeducator) for the **2024-25** school year effective July 1, 2024 through June 30, 2025, on an as needed as assigned basis contingent upon full and complete compliance with all State of Ohio and Aurora Board of Education employment eligibility criteria.

**Taylor Burick**  
**Andrea Geier**  
**Daisy McCabe**  
**Judith Marinelli**

**Michelle Frey**

Moved by: Mr. Acomb

Seconded by: Mrs. Klich

Roll Call Vote:

Yes: Mr. Acomb, Mrs. Schneider, Mrs. Mehallis,  
Mr. Sabulsky, Mrs. Klich

No: None: motion carried

**24-225**

Award Step Revision of Classified Staff Member

RESOLVED THAT

the Aurora Board of Education approves the step revision for the following staff member *effective August 16, 2024*

	<b>Approved</b>	<b>Revised</b>
<b>Taylor Paugh</b>	Paraeducator, Step 1	Paraeducator, Step 2

Moved by: Mr. Sabulsky

Seconded by: Mrs. Mehallis

Roll Call Vote:

Yes: Mrs. Mehallis, Mr. Acomb, Mrs. Schneider,  
Mr. Sabulsky, Mrs. Klich

No: None: motion carried

**24-226**

Employ Event Staff Worker

RESOLVED THAT

the Aurora Board of Education approves the employment of the following in Board approved **event staff workers** on an as needed as assigned basis contingent upon full and complete compliance with all State of Ohio and Aurora Board of Education employment eligibility criteria.

**Non-District Employees**

Jeffrey Greenberg *Effective 9/1/2024*

Moved by: Mrs. Schneider

Seconded by: Mrs. Klich

Roll Call Vote:

Yes: Mr. Acomb, Mrs. Mehallis, Mrs. Klich,  
Mr. Sabulsky, Mrs. Schneider

No: None: motion carried

**24-227**

Approve Reclassification of Omitted Licensed Staff Member

RESOLVED THAT

the Aurora Board of Education approves the reclassification of licensed staff member as follows:

<b>Name</b>	<b>From</b>	<b>To</b>
VanRaepenbusch, Eric	BA+20	BA+30

Moved by: Mr. Sabulsky

Seconded by: Mrs. Schneider

Roll Call Vote:

Yes: Mrs. Mehallis, Mr. Acomb, Mrs. Schneider  
Mr. Sabulsky, Mrs. Klich

No: None: motion carried

**24-227**

Terminate Employment of Support Staff Member

RESOLVED THAT

The Aurora Board of Education **terminate** the employment of bus driver, **Carrie Gullatta**, effective the end of the day October 28, 2024 for job abandonment.

RESOLVED THAT

The Aurora Board of Education **terminate** the employment of cafeteria worker, **Judith Horvath** effective the end of the day October 21, 2024 for job abandonment.

Moved by: Mr. Sabulsky

Seconded by: Mrs. Klich

Roll Call Vote:

Yes: Mrs. Schneider, Mrs. Mehallis, Mr. Acomb,

Mrs. Klich, Mr. Sabulsky

No: None: motion carried

**24-228**

Approve Changes to Policy IKEB (Acceleration)

RESOLVED THAT

the Aurora Board of Education approve the following addition to policy IKEB;

**The Board directs the administration to follow the guidelines established by the Ohio Department of Education and workforce's model acceleration policy.**

Moved by: Mr. Acomb

Seconded by: Mr. Sabulsky

Roll Call Vote:

Yes: Mrs. Mehallis, Mr. Sabulsky, Mrs. Schneider

Mr. Acomb, Mrs. Schneider

No: None: motion carried

**24-229**

Update Policy EDE Support Services Computer/Online (Acceptable

RESOLVED THAT

The Board Approved Policy EDE Support Services Computer/Online (Acceptable Use and Internet Safety)

Adopted

November 6, 1995

Last Revised

December 21, 2020

Prior Revised Dates

11/27/2007, 03/21/2005

**Computer/Online Services**  
(Acceptable Use and Internet Safety)

The District recognizes that technology can greatly enhance the instructional program, as well as the efficiency of District and school administration. The District also realizes that careful planning is essential to insure the successful and cost-effective implementation of technology-based materials, equipment, systems and networks. Technology devices and use of the District network are provided to enhance instruction and to support student learning, as well as to assist in the administration of the District.

All devices are to be used in a responsible, ethical and legal manner. Failure to adhere to this policy and the guidelines listed below will result in the loss of the user's access privileges. Improper use of the District's technologies and systems in violation of this and/or other Board policies may result in disciplinary actions and/or possible referral to the appropriate

authorities. For purpose of this policy, computers include District-owned desktop computers, laptops, tablets and other mobile computing devices.

### **Protective Measures to Prevent Access to Harmful Materials (Children's Internet Protection Act)**

Because our network provides internet connectivity, users and parents/guardians of users, must understand that neither the District, school administration, or school staff can control the content of the information available on the internet. Some of the information available may be considered controversial, offensive, inaccurate, and may be considered harmful.

Pursuant to Federal law, the Board has implemented technology protection measures, which protect against (e.g., filter or block) access to visual displays/depictions/materials that are obscene, constitute child pornography, and/or are harmful to minors, as defined by the Children's Internet Protection Act.

At the discretion of the Board or the Superintendent/designee, the technology protection measures may be configured to protect against access to other material considered inappropriate for students to access. The Board also utilizes software and/or hardware to monitor online activity of students to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. **The District uses monitoring devices that, to the extent permitted by law to maintain a running log of internet activity and record which sites a particular user has visited.**

The technology protection measures may not be in any way disabled or circumvented at any time that students may be using the Education Technology, if such disabling or circumvention will ease to protect against access to materials that are prohibited under the Children's Internet Protection Act. Any student who attempts to disable the technology protection measures will be subject to discipline as indicated in the guidelines listed below. However, it is impossible to control access to all material. In addition to filtering at the District and ITC level, all staff members and students Districtwide will receive internet safety training. Students enrolled in technology classes will receive additional internet safety training through grade level appropriate resources.

The Superintendent/designee may temporarily or permanently unblock access to websites or online educational services containing appropriate material, if access to such sites has been inappropriately blocked by the technology protection measures. The determination of whether material is appropriate or inappropriate shall be based on the content of the material and the intended use of the material, not on the protection actions of the technology protection measures. Any user may contact [helpdesk@aurora-schools.org](mailto:helpdesk@aurora-schools.org) to request the material be unlocked.

### **Third Party Apps and Tools**

The Board makes every effort to select and implement products that protect the confidentiality of students' personally identifiable information and that avoid third party promotional marketing material. In order for students to continue to be able to use the most effective web-based tools and application for learning, it may be necessary for the Board to provide student data to online educational service providers that may collect additional data using cookies, logs, and other internet-based technologies.

Online educational service providers communicate information about their collection, protection, use and disclosure of data through their privacy policies. The Board utilizes several online education service providers that are operated by third-parties. For example, students will receive a Google account to participate in the Google Apps for Education

programs used by the Board. The Board also utilizes many other online educational service providers. Data is typically used only to provide educational services to students.

At Aurora City School, we use Google Workspace for Education, a set of productivity tools including Gmail, Calendar, Doc, Classroom, and more. These tools are ad-free and designed to enhance the learning experience by allowing students to complete assignments, communicate with teachers, and collaborate on projects.

### **What personal information does Aurora City Schools Provide to Google?**

When creating a student account, Aurora City Schools will provide Google with specific personal information about the learner, which is their name, email address, and encrypted password.

If you have any other questions about our use of Google Workspace for Education accounts, please see the resource section of the District website for additional information and links to the privacy notices.

With the emergence of artificial intelligence, our staff and learners will increasingly be utilizing current implementations of this technology, as well as any future implementations of AI moving forward.

### **Student Personal Devices**

Students are personally and solely responsible for the care and security of their electronic communication devices, (EDCs). The Board assumes no responsibility for theft, loss, damage, or vandalism to student/parent-owned EDCs brought onto its property, or the unauthorized use of such devices.

### **District Email**

1. Email accounts for students are to be established using procedures outlined by the District technology office.
2. School email accounts need to be monitored by usernames, computer, date, and time in order to track proper email use.
3. The use of email accounts by student must be school-related or under teacher supervision.
4. Students receiving an email account must have a signed acceptable use form on file and the purpose of use must be correlated to the curriculum and/or be school related.

### **Acceptable and Unacceptable Uses**

The following procedures and guidelines will be adhered to by students, staff, community members, or others who are authorized to use the District's computers and/or online services. Students, parents/guardians, and school employees must be aware that computer use is a privilege and not a right. Privileges will be withdrawn from users who the District determines in its sole discretion do not respect the rights of others or who do not follow the rules and regulations established by the District.

A copy of all applicable rules and regulations are provided to all users and are also available in student handbooks and on District websites. Students are required to submit an Acceptable Use Policy Agreement Form signed by the individual student user as well as the parent and/or guardian of the user which acknowledges the risks and regulations for District network/internet use.

**NOTE: Users shall have no expectations of privacy. All communication and information that is accessible through a District computer is property of the District. The administration reserves the right to monitor all activity on District-owned networks or technologies including the use of District approved resources and other activity on District-owned networks or technologies including the use of District approved resources and other resources at all times. Monitoring may include, but is not limited to, visual observations of online activities during class sessions; or use of specific monitoring tools to review browser history and network, server, and computer logs.**

- The user in whose name a network account is issued is responsible for its proper use at all times. They shall use these systems only under their own username and password issued for them by the District. Improper use of account will result in the loss of access to the account. Under no conditions should one give his/her password account number to another user. Impersonation for any purpose is not permitted.
- Users shall not read other users' mail or files without permission. They shall not attempt to interfere with other users' ability to send or receive electronic mail, nor shall they attempt to read, delete, copy, modify or forge other users' mail or files without permission.
- Users should not reveal personal information such as home address, Social Security number, phone number, account number(s), password(s) or any other personal information or that of other users.
- Use of any District-owned technologies or systems to commit acts of vandalism will result in the immediate cancellation of user privileges. In addition, other disciplinary action, monetary charges for damages, and/or referral to appropriate authorities may result. Vandalism includes but is not limited to: uploading/downloading any inappropriate material, creating or spreading computer viruses and/or any malicious attempt to harm or destroy equipment, materials, or any data, physical destruction of equipment etc.
- Hacking, gaining, or attempting to gain unauthorized access to computers, servers, computer systems, internal networks, or external networks is prohibited. Possession of hacking tools or other malware is likewise prohibited.
- Any attempts to defeat or bypass the District's internet filter or conceal internet activity while utilizing a District provided device are prohibited.
- Users are expected to report any security problem or misuse of the computers and/or network to the teacher or other appropriate authority, such as building administrator or technology staff member immediately.
- Users shall not violate copyrights or commit plagiarism. Copyrighted materials may not be placed on the system without the author's permission and/or possession of legally purchased software or license covering its use. Copyrighted materials taken off the system and/or locally owned software shall be subject to all copyright laws.
- Any attempt to interfere with another's access to the District network is a violation of this policy.
- Users shall not use any District-owned system or technology for any activity prohibited by law or District policy i.e., sexual acts or materials, acts or threats of violence, the use of drugs, alcohol or tobacco, nor shall a user encourage others to violate laws or Board policies. This includes use of technology to commit violations of

the student code of conduct.

- Users should not use profanity or obscenity.
- Users shall not access or transmit any materials that are obscene, disruptive, sexually oriented, threatening, or discriminating to others based on their race, color, national origin, sex, sexual orientation, age, disability, religion, or political beliefs.
- Using social network sites such as Facebook, and others and/or forum sites and/or blog sites for the purpose of posting slanderous or otherwise harmful information, whether true or untrue, about the character and/or actions of the District's students or staff is prohibited.
- The District network/internet shall be used only for purposes related to education or operation of the District. Use of the District network or devices for personal financial gain, political activity, commercial activity, or for any illegal activity is strictly prohibited.

Any student that has posted, uploaded or passes along material, data, or information obtained in violation of the code of conduct, the Computer/Online Acceptable Use Policies, or any other District policy, agrees to remove from any other website or host (including for example: YouTube, Snapchat, Facebook, or any other social media, and private web pages), any information, files, data, photograph, video, image, or any other type of posting that was obtained or posted in violation of such rules.

**Discipline** – Students are subject to the District's student code of conduct and all school policies governing student conduct and misconduct while online for conduct that causes a substantial disruption and is connected to school. Online, remote or electronic speech or conduct that constitutes bullying harassment, cyberbullying, threats, intimidation or other speech and conduct directed at other students or staff are subject to discipline, including any similar conduct that violates the code of conduct. Reports may be made to teachers, principals, or guidance counselors. More information on bullying and harassment may be found in District policy. Visit <https://www.aurora-schools.org/districtBoarded.aspx> to view the policy. Sexual misconduct or sexual harassment should be reported to a school employee immediately. Formal complaints may be reported to the Title IX Coordinator as outlined on the District website and in District policy.

### **Monitoring of School-Issued Technology**

For the following provisions, “school-issued device” means hardware, software, devices and accounts that a school district, acting independently or with a technology provider, provided to an individual student for that student’s dedicated personal use. “Technology provider” means a person who contracts with a school district to provide a school-issued device for student use and creates, receives or maintains educational records pursuant or incidental to its contract with the District.

In compliance with State law, the District and technology providers in contract with the District are prohibited from electronically accessing or monitoring the following except when otherwise authorized by law:

1. location-tracking features of a school-issued device;
2. audio or visual receiving, transmitting or recording features of a school-issued device;
3. student interactions with a school-issued device, including, but not limited to, keystrokes and web-browsing activity.

These prohibitions on electronic access and monitoring of school-issued devices do not apply to the following circumstances:

1. where limited to a noncommercial educational purpose for instruction, technical support or exam proctoring by District employees, student teachers, staff, a vendor or the Ohio Department of Education and Workforce (ODEW), and advance notice is provided;
2. the activity is permitted under a judicial warrant;
3. the District or provider is notified or becomes aware that the device is missing or stolen;
4. the activity is necessary to prevent or respond to a threat to life or safety and access is limited to that purpose;
5. the activity is necessary to comply with Federal or State law;
6. the activity is necessary to participate in federal or state funding programs.

In any year the District or a technology provider elects to generally monitor a school-issued device under any of these circumstances, the District must provide notice to all parents of enrolled students. If monitoring of a student's school issued device occurs due to any of the circumstances listed, the District must notify the parent of the student within 72 hours of access and provide a written description of the triggering circumstance, including which features of the device were accessed and a description of the threat, if any. The notice is not required when the notice itself would pose a threat to life or safety, but notice must be given within 72 hours after the threat has ceased.

#### Maintenance of Educational Records by Technology Providers

Technology providers in contract with the District must comply with State law provisions related to the collection, use and protection of data as if it were a school district. Educational records created, received, maintained or disseminated by technology providers are solely the property of the District. Technology provider in contract with the District must comply with the following:

1. if education records maintained by the technology provider are subject to a breach, the technology provider will disclose to the District all information necessary to comply with State law following discovery of the breach;
2. unless renewal of a contract with the District is reasonably anticipated, the technology provider will destroy or return all educational records created, received or maintained to the District within 90 days of the expiration of the contract;
3. the technology provider cannot sell, share or disseminate educational records, except as part of a valid delegation or assignment under the contract with the District, unless otherwise allowed by State law;
4. the technology provider cannot use educational records for any commercial purpose other than the services contracted for by the District.

A contract between technology providers and the District must ensure appropriate security safeguards for educational records, including, but not limited to:

1. a restriction on unauthorized access by the technology provider's employees or contractors;
2. A requirement that the technology provider's employees or contractors may be authorized to access educational records only as necessary to fulfill the official duties of the employee or contractor.

## Notice and inspection of Technology Provider Contracts

The District must provide parents and students annual notice by August 1 of any curriculum, testing or assessment technology provider contract affecting a student's educational records. The notice can be by mail, electronic mail or other direct form of communication and must do all of the following:

1. Identify each curriculum, testing or assessment technology provider with access to educational records;
2. Identify the educational records affected by the curriculum, testing or assessment technology provider contract;
3. Include information about the contract inspection;
4. Provide contact information for a school department that can answer parent and student questions or concerns regarding programs or activities that allow a technology provider access to educational records.

The District must also provide parents and students an opportunity to inspect a complete copy of any technology provider contract.

## Legal References

## U.S. Constitution Art. 1 Section 8

## Family Education Rights and Privacy Act 20 USC 1232g et seq.

Children(s) Internet Protection Act ORC 3313.20; 3319.321;3319.325 through 3319.327

## CROSS REFS: Staff Handbooks

## Student Handbooks

## U.S. Constitution Art. I, Section 8

## Family Educational Rights and Privacy Act; 20 USC 1232g et seq.

[Children's Internet Protection Act; 47 USC 254 \(h\)\(5\)\(b\)\(iii\); \(P.L. 106-554, HR 4577, 2000, 114 Stat 2763\), ORC 3313.20, ORC 3319.321](#)

Moved by: Mrs. Klich

Seconded by: Mrs. Schneider

## Roll Call Vote:

Yes: Mrs. Klich, Mr. Acomb, Mrs. Mehallis,

Mrs. Schneider, Mr. Sabulsky

No: None: motion carried

24-230

Approve Out of State and Overnight Field Trips  
RESOLVED THAT

**RESOLVED THAT**

the Aurora Board of Education approve the out-of-State, field trip listed below:

Destination: Washington D.C.  
Date(s): March 2, 2025 to March 4, 2025  
Participating Students: High School ASL Students  
Participating Certified Staff: Justin Boe & 3 other staff members  
Transportation: Deluxe Motor Coach-Anderson Coach and Travel  
Cost: \$ 532.00-\$550.00

Moved by: Mrs. Schneider

Seconded by: Mr. Sabulsky

## Roll Call Vote:

Yes: Mr. Sabulsky, Mrs. Klich, Mr. Acomb,

Mrs. Schneider, Mrs. Mehallis

No: None: motion carried

**Discussion Item**

The Board discussed the proposed 2025-26 school calendar,

**Board Items**

There were no Board Items.

**24-231****Adjournment**

The meeting was adjourned at 7:59 pm.

Moved by: Mrs. Klich

Seconded by: Mrs. Schneider

Roll Call Vote:

Mr. Sabulsky, Mr. Acomb, Mrs. Mehallis,

Mrs. Klich, Mrs. Schneider

No: None: motion carried

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Board President

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Treasurer