Delaware City Schools
Board of Education Meeting
2/9/2026
Regular Meeting
Willis Education Center
6:00pm

MISSION STATEMENT

The Delaware City Schools will promote a culture of excellence that engages and empowers students and staff to embrace the challenges of our global society. We will build on our traditions, respect our diversity and partner for a strong community.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda item, "Public Participation."

1.0. Opening

1.1. Call to Order and Roll Call

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield
_____ Ms. Fitzharris*

** Denotes Student Board Member*

1.2. Salute the Flag

1.3. Adoption of Agenda

I recommend we adopt this agenda as presented.

Moved by _____ seconded by _____ to adopt this agenda as presented.

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield
_____ Ms. Fitzharris*

1.4. Approve Minutes

With your agenda you have received the minutes of the January Board meeting. Exhibit A

Moved by _____ seconded by _____ to approve the minutes of the 1/12/26 Board meeting as presented.

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield
_____ Ms. Fitzharris*

1.5. Approve Financial Reports

Moved by_____seconded by_____ to approve the December Financial Reports as presented. Exhibit B

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield
_____ Ms. Fitzharris*

1.6. Recognitions and Presentations
- Club Hockey

2.0. Reports

2.1. Unions
A. DCEA
B. UE
C. OAPSE

2.2. Superintendent
A. Departmental Updates
B. Student Board Member

2.3. Treasurer/CFO
- Forecast Presentation

2.4. Legislative Update

2.5. Board Request

2.6. Public Comment

PUBLIC COMMENT AT BOARD MEETINGS

The Board of Education recognizes the value to school governance of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. The Board offers public participation to members of the public in accordance with the procedures below. The Board applies these procedures to all speakers, and does not discriminate based on the identity of the speaker, content of the speech, or viewpoint of the speaker.

The Board is also committed to conducting its meetings in a productive and efficient manner that assures that the regular agenda of the Board is completed in a reasonable period of time, honors the voluntary nature of the Board's time and using that time efficiently, and allows for a fair and adequate opportunity for input to be considered. Consequently, public participation at Board meetings will be governed by the following principle:

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation at every regular meeting of the Board and publish rules to govern such participation in Board meetings.

The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

A. Public participation shall be permitted as indicated on the order of business.

B. Anyone having a legitimate interest in the actions of the Board may participate during the designated public participation portion(s) of a meeting.

C. Attendees must register their intention to participate in the public participation portion of the meeting upon their arrival at the meeting.

D. Participants must first be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name, address, and group affiliation, if and when appropriate.

E. Each statement made by a participant shall be limited to five (5) minutes duration, unless extended by the presiding officer.

F. During the portion of the meeting designated for public participation, no participant may speak more than once on the same topic.

G. All statements shall be directed to the presiding officer; no person may address or question Board members individually.

H. The presiding officer may:

1. Interrupt, warn, or terminate a participant's session when they make comments that are repetitive, obscene, and/or comments that constitute a true threat (i.e., statements meant to frighten or intimidate one (1) or more specified persons into believing that they will be seriously harmed by the speaker or someone acting at the speaker's behest).

2. Request any individual to leave the meeting when that person does not observe reasonable decorum or is disruptive to the conduct of the meeting;

3. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the conduct and/or orderly progress of the meeting;

4. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;

5. Waive these rules.

The portion of the meeting during which the participation of the public is invited shall be limited to thirty (30) minutes, unless extended by a vote of the Board.

Legal R.C. 3313.20
Revised 11/15/2021

3.0. Consent Agenda

3.1. Pupils

A. Approve High School Graduates

1. I recommend the Board approve the following students as Hayes High School graduates due to completion of all graduation requirements:

Suann Adams Rivera River Corcoran
Sarah Foley

B. Approve Overnight Field Trips Exhibit C

1. The Ohio Scholastic Media Associations State Journalism Convention
I recommend the Board approve the students of the Hayes Talisman and Delhi Staff for an overnight field trip from 4/24/2026 to 4/25/2026 to the The Ohio Scholastic Media Associations State Journalism Convention in Kent, Ohio as presented.

2. The OHSAA State Diving Competition for the Pacer Swim and Dive Team Exhibit D

I recommend the Board approve the students of the Hayes Pacer Swim and Diving team for an overnight field trip from 2/24/2026 to 2/25/2026 to the OHSAA State Diving Competition in Canton, Ohio as presented.

3. The OHSAA State Diving Competition for the Pacer Swim and Dive Team Exhibit E

I recommend the Board approve the students of the Hayes Pacer Swim and Diving team for an overnight field trip from 2/26/2026 to 2/28/2026 to the OHSAA State Diving Competition in Canton, Ohio as presented.

3.2. Personnel

A. Approve Resignations

1. Certified Staff

Approve and accept the resignation of the following individuals:

Collin Wittig	Social Studies Teacher Hayes	Last Day of Work 2/27/2026

2. Classified Staff

Approve and accept the resignation of the following individuals:

Elizabeth Link	Bus Driver Transportation	Last day of work 2/2/2026
Patricia Montgomery	Administrative assistant Willis	Last Day of Work 1/19/2026
Janet Seese	Educational Assistant Carlisle	Last Day of work 5/28/2026
Robert Summerfield	Bus Driver Transportation	Last Day of Work 2/2/2026

Classified Substitute

Approve and accept the resignation of the following individuals:

Renee Hunt	Last Day of Work 2/5/2026

B. Approve Employment

1. Classified Staff

Approve classified employment for the 2025-2026 school year specifically conditioned on and subject to acceptable background checks, receipt and final administrative review and approval of all application records, receipt of all other necessary documentation and licensure (if applicable).

Current assignments are as follows:

Janice Gleich	Educational Assistant Smith	$22.79 per hour, Step 10 Effective Date 2/2/2026
Renee Hunt	Cook/Cashier Dempsey	$17.37 per hour, Step 2 Effective Date 2/6/2026
Paula Reed	Cook/Cashier Hayes	$16.97 per hour, Step 1 Effective Date 2/9/2026
Michelle Wise	Executive Administrative Assistant Willis	$33.54 per hour, Step 12 Effective Date 3/2/2026

C. Approve Supplemental Contracts for the 2025-2026 School Year

Approve the following supplemental employment for the 2025-2026 school year specifically conditioned on and subject to acceptable background checks, receipt and final administrative review and approval of all application records, receipt of all other necessary documentation, and Pupil Activity Permit (if applicable):

LAST NAME	FIRST NAME	SUPPLEMENTAL	BUILDING	2025-26 SALARY
Adkins	Piper	Lacrosse Head Coach JV Girls	HAYES	$3,101.75
Alexander	Noah	Lacrosse Assistant Coach Varsity Boys (0.50 FTE)	HAYES	$1,809.36
Anaple	Kempter	Track Assistant Coach Varsity Boys and Girls (0.25 FTE)	HAYES	$775.44
Barton	Chloe	Softball Head Coach Freshman Girls (0.50 FTE)	HAYES	$1,809.36
Blanchard	Haleigh	Track Assistant Coach Varsity Boys and Girls (0.75 FTE)	HAYES	$2,714.03
Brookover	Wayne	Track Assistant Coach Varsity Boys and Girls	HAYES	$3,618.71
Broussard-Nash	Jahi	Track Assistant Coach Varsity Boys and Girls	HAYES	$3,101.75
Crouch	Joseph	Track Assistant Coach Varsity Boys and Girls	HAYES	$3,618.71
Daniel	David	Softball Assistant Coach Varsity Girls	HAYES	$3,101.75
Goebbel	Kaci	Lacrosse Assistant Coach Varsity Girls	HAYES	$3,101.75
Harry	Melanie	Track Head Coach 7th & 8th Grade Girls	DEMPSEY	$4,135.67
Hibinger	Gary	Tennis Head Coach Varsity Boys	HAYES	$5,686.55
Higgins	Paul	Facility Site Manager Spring	HAYES	$5,169.59
Houck	Andrew	Lacrosse Head Coach JV Boys (0.50 FTE)	HAYES	$1,550.88
Jantz	Riley	Track Head Coach Varsity Girls	HAYES	$6,720.46
Jenkins	Devin	Lacrosse Head Coach Freshman Girls (0.50 FTE)	HAYES	$1,550.88
Lewis	Phoebe	Softball Head Coach JV Girls	HAYES	$4,135.67
Meikrantz	David	Baseball Head Coach Varsity Boys	HAYES	$7,754.38
Milligan	Meredith	Wrestling Assistant Coach 7th & 8th Grade Boys & Girls	DEMPSEY	$2,584.79
Peck	Nathan	Track Head Coach Varsity Boys	HAYES	$5,686.55
Pope	Logan	Volleyball Head Coach JV Boys	HAYES	$3,101.75
Sanfillipo	Anthony	Lacrosse Head Coach Varsity Boys	HAYES	$6,720.46
Sanfillipo	Joseph	Lacrosse Assistant Coach Varsity Boys (0.50 FTE)	HAYES	$1,809.36
Schomer	Craig	Track Assistant Coach Varsity Boys and Girls	HAYES	$3,101.75
Schumacher	Samuel	Lacrosse Head Coach Freshman Boys (0.50 FTE)	HAYES	$1,550.88
Spohn	Stuart	Lacrosse Head Coach Freshman Girls (0.50 FTE)	HAYES	$1,550.88
Steffanni	Nicole	Lacrosse Head Coach 7th & 8th Grade Girls	DEMPSEY	$3,101.75
Stewart	Erin	Track Assistant Coach Varsity Boys and Girls (0.75 FTE)	HAYES	$2,326.32

Swisher	Mariah	Volleyball Coach Boys Volunteer	HAYES	Volunteer
Thomas	Mark	Softball Head Coach Varsity Girls	HAYES	$7,754.38
Tumey	Ian	Baseball Assistant Coach Varsity Boys	HAYES	$4,135.67
Tumey	Danny	Baseball Head Coach Freshman Boys (0.50 FTE)	HAYES	$1,550.88
VanGundy	Joshua	Lacrosse Head Coach Varsity Girls	HAYES	$5,686.55
Whitaker	Clayton	Volleyball Head Coach Varsity Boys	HAYES	$7,754.38

D. Approve Classified Staff Supplemental Contracts

1. I recommend the Board approve Nathan Cornell as the Track Assistant Coach Varsity Boys and Girls, at the current State Minimum Wage. Total to be paid not less than $3,101.75.

2. I recommend the Board approve Dianna Hibinger as the Tennis Head Coach JV Boys, at the current State Minimum Wage. Total to be paid not less than $5,169.59.

3. I recommend the Board approve Logan Keeder as the Baseball Head Coach JV Boys, at the current State Minimum Wage. Total to be paid not less than $2,584.80 (0.50 FTE).

4. I recommend the Board approve Kayla Kuno as the Track Head Coach 7th & 8th Grade Boys, at the current State Minimum Wage. Total to be paid not less than $4,135.67.

5. I recommend the Board approve Frank Sanfillipo as the Lacrosse Head Coach JV Boys, at the current State Minimum Wage. Total to be paid not less than $1,550.88 (0.50 FTE).

6. I recommend the Board approve Nicholas Verdea as the Baseball Head Coach JV Boys, at the current State Minimum Wage. Total to be paid not less than $1,809.36 (0.50 FTE).

E. Approve Leave of Absence

1. I recommend the Board approve an unpaid student teaching leave of absence for Steven Heyman from February 4, 2026 – May 27, 2026.

2. I recommend the board approve an unpaid childcare leave of absence for Kaylyn Womeldorf from March 12, 2026 – March 13, 2026.

3. I recommend the Board approve an extension of unpaid childcare leave of absence for Kaylyn Womeldorf from March 14, 2026 – May 27, 2026.

4. I recommend the Board approve an extension of unpaid Medical leave of absence for Kimberly Green from January 6, 2026 – May 27, 2026.

F. Approve Extended Time

1. I recommend the Board approve extended time for Carol Bull, not to exceed 4 hours, at their regular hourly rate, on January 22, 2026 to provide parent teacher conference support.

G. Approve Name Correction

1. I recommend the Board approve the name correction for Donald Hinkle, Substitute Bus Driver:

Originally approved on the **January 12, 2026 Board Agenda**	**Correction**
Don Hinkle	Donald Hinkle

3.3. Financial

A. Declare Transportation Impractical and Approve Payment in Lieu of Providing Transportation

Pursuant to the requirements established in Ohio Revised Code Chapter 3327.02 the procedures set forth by the Ohio Department of Education, it is recommended that bus transportation for students listed to their chosen schools be declared impractical for the 2025-2026 school year, and that payment in lieu of transportation be offered to the parents/guardians at the state approved rate:

Children of the following Parent(s)	School
Greg and Ronee Stout	Genoa Christian Academy

3.4. Donations

I recommend the Board approve and accept the following donations:

A. Carlisle Elementary PTO, Monetary, valued at $768, for the purpose of supplies in the pacer space at Willis Education Center.

B. Conger Elementary PTO, Monetary, valued at $634.50, for the purpose of use in the pacer space at Willis Education Center.

C. Oak and Brazen, Monetary, valued at $561, for the purpose of use in all the schools to clear negative lunch balances.

3.5. I recommend the Board approve a resolution to declare the items listed below as surplus to the needs of the District and to be disposed of in accordance with Board Policy:

QTY.	Item	Tag#	Description
124	Auction 6th Gen Ipads	33832 33678 33785 33834 34974 33838 33819 34968 33792 33822 34980 33789 33829 28841 33790 33821 34965 33781 33820 35526 33825 33831 33602 33826 28844 33827 34997 28848 33828 33870 28839 33804 33799 33873 34995 33847 33877 33603 33848 33624 33855 33872 33604 33807 33639 33839 33842 33865 33605 33796 33876 35000 33797 33869 34966 33801 33867 33780 33806 33868 33768 33824 33871 33687 33823 33866 28125 33808 34970 28833 33798 33770 35547 33651 34941 33699 33652 33659 33641 33760 33701 33647 33650 33658 35548 33635 33644 33655 33636 33664 33645 33639 33867 33780 33806 33868 33768 33824 33871 33687 33823 33866 28125 33808 34970 28833 33798 33770 35547 33651 34941 33699 33652 33659 33641 33760 33701 33647 33650 33658 35548 33635 33644 33655 33636 33664 33645 33745 33875 33874 33623	replaced due to age and condition

CONSENT ACTION:

Moved by _____ seconded by _____ to approve all of the consent items as presented.

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield
_____ Ms. Fitzharris*

4.0. Discussion

4.1. Public Hearing regarding the rehire of a previously retired employee.

Second Public hearing on the retire/rehire of Laura Hallett, payroll and benefits supervisor.

4.2. First Reading of Board Policies as presented: Exhibit F

Policy	Topic	Type
po2430.02	Participation of Community/Stem School Students in Extracurricular activities	Revised
po3130	Assignment and Transfer	Revised
po5130	Withdrawal from School	Revised

po5410	Promotion, Academic Acceleration, Placement and Retention	Revised
po6152	Student Fees, Fines, and Charges	Technical Correction
po6830	Audit	Revised
po7541	Electronic Data Processing Disaster Recovery Plan	Rescind
po8400	School Safety	Revised
po8462	Student Abuse and Neglect	Revised
po1422.02	Nondiscrimination based on Genetic Information of the Employee	Rescind
po1623	Section 504/ADA Prohibition Against Disability Discrimination in Employment	Technical Correction
po1662	Anti-Harassment	Rescind
po2260	Nondiscrimination and Access to Equal Educational Opportunity	Technical Correction
po2260.01	Section 504/ADA Prohibition Against Disability Discrimination based on Disability	Technical Correction
po3122.02	Nondiscrimination based on Genetic Information of the Employee	Rescind
po3123	Section 504/ADA Prohibition against Disability Discrimination in Employment	Technical Correction
po3362	Anti-Harassment	Rescind
po4122.02	Nondiscrimination based on Genetic Information of the Employee	Rescind
po4123	Section 504/ADA Prohibition against Disability Discrimination in Employment	Technical Correction
po4362	Anti-Harassment	Rescind

5.0. Action Items

5.1. Approve Monarch School 2025 -2026 School Year contract Exhibit G

I recommend the Board approve the contract with Monarch School for special education and related services through the end of the 2025 – 2026 school year as presented.

Moved by _____ seconded by _____ to approve the contract with Monarch School for special education and related services for the 2025 – 2026 school year as presented.

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield
_____ Ms. Fitzharris*

5.2. Approve Revision of 2026-2027 Property Values, Tax Year Rates and Estimated Revenue Exhibit H

I recommend the Board approve the revision of the amounts and rates for 2026-2027 Property, Values,
Taxes, and estimated revenue from the Delaware County Auditor as presented.

Moved by _____ seconded by _____ to approve the revised amounts and rates for 2026-2027 Property Values, Taxes, and estimated revenue as

presented.

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield
_____ Ms. Fitzharris*

5.3. Approve Amended FY 2026 Permanent Appropriation Resolution Exhibit I

Approve Amended FY 2026 Permanent Appropriation Resolution Be it resolved by the Board of Education of the Delaware City School District, Delaware County, Ohio, that to provide for the current expenses and other expenditures of said Board of Education, during the fiscal year ending June 30, 2026, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made and during said fiscal year as presented.

Moved by _____seconded by _____to approve the FY2026 Amended Appropriation Resolution as presented.

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield
_____ Ms. Fitzharris*

5.4. Adopt Resolution to file 8 complaints against the valuation of real property for tax year 2025 Exhibit J and K

I recommend the Board adopt a resolution to file a complaint against the valuation of real property for tax year 2025 with owners #1 Daniels Hinkley Housing, LLC, #2 Daniels Hinkley Housing, LLC, #3 Ohio Postal Holdings, LLC, #4 Delaware Glennwood Holdings, LLC, #5 Lemon Tree Properties, LLC, #6 KDK Real Estate 3, LLC, #7 Fincon Simpkins, LTD, #8 Daniels Hinkley Housing, LLC, as presented.

Moved by _____ seconded by _____ to adopt Resolution to file 8 complaints against the valuation of real property for tax year 2025 as presented.

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)

_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield
_____ Ms. Fitzharris*

5.5. Approve New Hayes Film Club - Exhibit L

I recommend the Board approve the new district sponsored Film Club for Hayes High School as presented.

Moved by _____ seconded by _____ to approve the new district sponsored Film Club for Hayes High School as presented.

5.6. Approve New Hockey Club - Exhibit M

I recommend the Board approve the new district sponsored Hockey Club for Hayes High School as presented.

Moved by _____ seconded by _____ to approve the new district sponsored Hockey Club for Hayes High School as presented.

5.7. Approve Delaware City Schools Board of Education: Governance Commitments - Exhibit N

I recommend the Board approve the Delaware City Schools Board of Education: Governance Commitments as presented.

Moved by _____ seconded by _____ to approve the Delaware City Schools Board of Education: Governance Commitments as presented.

5.8. Approve resolution selecting Steed Hammond Paul, inc. as the design professional and authorizing the negotiation of an agreement for the capital improvements project Exhibit O

I recommend the Board resolution selecting Steed Hammond Paul, inc. as the design professional and authorizing the negotiation of an agreement for the capital improvements project as presented.

Moved by _____ seconded by _____ to approve the Approve resolution selecting Steed Hammond Paul, inc. as the design professional and authorizing the negotiation of an agreement for the capital improvements project as presented.

5.9. Approve Five Year Forecast and Assumptions Exhibits P and Q

I recommend the Board approve a Five Year Forecast with Assumptions for future District Planning Purposes as presented and provide for the Treasurer to submit the required portion of the presented Forecast of the current year plus three future years to the State of Ohio.

Moved by _____ seconded by _____ to approve the Five Year Forecast and Assumptions as presented for District planning purposes.

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield
_____ Ms. Fitzharris*

6.0. Superintendents Comments

7.0. Board Comments

8.0. Calendar

- Feb. 16 & 17 - No School
- Feb. 21 - Harmonies and Hotcakes Band Fundraiser
- Feb. 25 - All City Orchestra
- Feb. 27 & 28 - Dempsey Middle School Production of When Bad Things Happen to Good Actors
- April 29 - SAVE THE DATE - Years of Service/Retirement Celebration

9.0. Executive Session

I recommend the Board to enter into executive session for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing.

Moved by _____ seconded by _____ to enter into executive session for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing.

Roll Call resulted as follows:

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield
_____ Ms. Fitzharris*

President _____declared the Board in executive session at _____.

Moved by _____ seconded by _____ to exit out of executive session for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing.

Roll Call resulted as follows:

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield
_____ Ms. Fitzharris*

President _____declared the Board out of executive session at _____.

10.0. Adjournment

10.1. I recommend this meeting be adjourned.

Moved by _____ seconded by _____ to adjourn this meeting.

_____ Mr. Backus (President)
_____ Mrs. Gasaway (Vice-President)
_____ Ms. Harris
_____ Mr. Wiener
_____ Mrs. Buckerfield
_____ Ms. Fitzharris*

EXHIBIT

A

Delaware City Schools Board of Education
Minutes of January 12, 2026
Organizational Meeting
Willis Education Center
6:00pm

2026-MR 1.0 Opening

2026-MR 1.1 Call to Order and Roll Call

The Delaware City Board of Education met in Regular session on January 12 ,2026 at 6:00pm at the Willis Education Center.

Members present on roll call were:

Ms. Harris
Mr. Backus
Mr. Wiener
Mrs. Gasaway
Mrs. Buckerfield
Ms. Fitzharris*

** Denotes Student Board Member*

2026-MR-1.2 Salute the Flag

2026-MR-1.3 Oath of office for Newly Elected Board Members

Oath of Office for Newly Elected Board Members:
Melissa Harris
Michael Wiener
Abby Buckerfield

OATH OF OFFICE–Administered by the Treasurer

"Do you solemnly affirm that you will support the Constitution of the United States of America the Constitution of the State of Ohio and that you will faithfully and impartially discharge your duties as a member of the Board of Education of the Delaware City School District, Delaware, Ohio, to the best of your abilities and in accordance with the laws now in effect and hereinafter to be enacted during your continuance in said office and until your successor is elected and qualified?"

The appropriate answer is "I do."

2026-MR-1.4 Adoption of the Agenda

I recommend we adopt this agenda as presented.

Moved by Mr. Backus, seconded by Mrs. Gasaway to adopt this agenda as presented.

Roll call resulted as follows: Mr. Backus, yea; Mrs. Gasaway, yea; Ms. Harris, yea; Mr. Wiener, yea; Mrs. Buckerfield, yea; Ms. Fitzharris, yea.

President Harris declared the motion carried.

2026-MR-1.5 Approve Minutes

With your agenda you have received the minutes of the December 8, 2025 Board meeting.

Moved by Mr. Wiener, seconded by Mrs. Gasaway to approve the minutes of the December 8, 2025 Board Meeting as presented.

Roll call resulted as follows: Mr. Wiener, yea; Mrs. Gasaway, yea; Ms. Harris, yea; Mr. Backus, yea, Mrs. Buckerfield, yea; Ms. Fitzharris, yea.

President Harris declared the motion carried.

2026-MR-1.6 Approve Financial Reports

Moved by Mr. Backus, seconded by Mr. Wiener to approve the November Financial Reports as presented.

Roll call resulted as follows: Mr. Backus, yea; Mr. Wiener, yea; Ms. Harris, yea; Mrs. Gasaway, yea; Mrs. Buckerfield, yea; Ms. Fitzharris, yea.

2026-MR-1.7 Recognitions and Presentations

- January is School Board Recognition Month - Mr. Pomeroy thanked the Board members for stepping into their roles as a vital link between the community and the education of our students. He expressed appreciation for their consistent dedication and ongoing support of our students.
- Teacher of the Year Award - Dr. Swanger recognized Becky Saunders for receiving the National Teacher of the Year award from the Council for Exceptional Children. Her dedication to her students is exceptional, as she ensures they are included, valued, and seen. The Council for Exceptional Children is the largest international professional organization dedicated to

improving outcomes for children with disabilities, making this a significant honor. Mrs. Saunders teaches her students essential life skills, embraces tasks both large and small, serves as their voice, and holds them close to her heart. Becky Saunders thanked those who have supported her and who have consistently said yes to her ideas.

2026-MR-1.8 Board of Education Organization for 2026

Election of Officers

1. President

Each person placed in nomination for President will be listed in the minutes. The Board members must vote by voice vote. The member receiving three (3) or more votes from among those nominated will be elected President. If only one member is nominated, then nominations are closed and the Board may elect a President by Acclamation.

a) Nominations to elect the 2026 Board of Education President:

Nominated: Ted Backus by Janelle Gasaway

b) Moved by Mr. Wiener, seconded by Mrs. Gasaway to close nominations for President.

Roll call resulted as follows: Mr. Wiener, yea; Mrs. Gasaway, yea; Ms. Harris, yea; Mr. Backus, yea; Mrs. Buckerfield, yea; Ms. Fitzharris, yea.

c) Voting to elect the 2026 Board of Education President:

Election by Acclamation.

OATH OF OFFICE for newly elected President– Administered by the Treasurer

The Treasurer will read the following as the newly elected officer stands with his/her right hand raised:

"Do you solemnly swear or affirm that you will support the Constitution of the United States of America and the Constitution of the State of Ohio and that you will faithfully and impartially discharge your duties as President of the Board of Education of the Delaware City School District, Delaware, Ohio, to the best of your ability and in accordance with the laws now in effect and hereinafter to be enacted during your continuance in said office?"

The appropriate answer is "I do."

With the new President duly elected, he/she will assume the chair and preside over the rest of the meeting.

2. Vice President

The same procedure should be followed in nominating and electing a Vice President as was set forth in the nomination and election of the President.

a) Nominations to elect the 2026 Board of Education Vice President

Nominated: Janelle Gasaway by Melissa Harris

b) Moved by Ms. Harris, seconded by Mr. Wiener to close nominations for Vice President.

Roll call resulted as follows: Ms. Harris, yea; Mr. Wiener, yea; Mr. Backus, yea; Mrs. Gasaway, yea; Mrs. Buckerfield, yea; Ms. Fitzharris, yea.

c) Voting to elect the 2026 Board of Education Vice President:

Election by Acclamation.

OATH OF OFFICE for newly elected Vice President– Administered by the Treasurer The Treasurer will read the following as the newly elected officer stands with his/her right hand raised:

"Do you solemnly swear or affirm that you will support the Constitution of the United States of America and the Constitution of the State of Ohio and that you will faithfully and impartially discharge your duties as Vice President of the Board of Education of the Delaware City School District, Delaware, Ohio, to the best of your ability and in accordance with the laws now in effect and hereinafter to be enacted during your continuance in said office?

" The appropriate answer is "I do."

B. Establish Dates for Regular Meetings for 2026- Exhibit C

The Board of Education needs to set the meeting schedule for the regular meetings of the Delaware City School District Board of Education. Additional meetings shall be designated at a time and place properly announced (Ohio Revised Code section 3314.16).
The regular meetings of the Delaware City School District Board of Education will be set as follows and located at the Willis Education Center:

Delaware City Schools
2026 Board of Education Meeting Dates

Dates	Time	Type of Meeting
January 12, 2026	6:00 pm	Organizational
February 9, 2026	6:00 pm	Regular
March 9, 2026	6:00 pm	Regular
April 13, 2026	6:00 pm	Regular
May 4, 2026	6:00 pm	Regular
May 18, 2026	6:00 pm	Regular
June 15, 2026	6:00 pm	Regular
July 13, 2026	6:00 pm	Regular
August 3, 2026	6:00 pm	Regular
August 17, 2026	6:00 pm	Regular
September 14, 2026	6:00 pm	Regular
October 5, 2026	6:00 pm	Regular
November 2, 2026	6:00 pm	Regular
December 7, 2026	6:00 pm	Regular

Moved by Mrs. Gasaway, seconded by Mr. Wiener to approve the 2026 Board of Education meeting dates as presented.

Roll call resulted as follows: Mrs, Gasaway, yea; Mr. Wiener, yea; Ms. Harris, yea; Mr. Backus, yea; Mrs. Buckerfield, yea; Ms. Fitzharris, yea.

1. Appointments to Areas of Responsibility

Negotiations (DCEA) - Mr. Wiener and Mrs. Gasaway
Negotiations (OAPSE) - Ms. Harris and Mrs. Gasaway
Negotiations (UE) - Mrs. Buckerfield and Mr. Wiener
Facilities - Mr. Backus and Mrs. Buckerfield
Federal/Ohio Legislative Co-Liaison - Mrs. Harris and Mrs. Buckerfield
Finance (Records Retention, Audit) - Mr. Wiener and Ms. Harris
OSBA Delegate and Alternate - Ms Harris (delegate) and Mr. Wiener (alternate)
Planning Commission Liaison (City/Regional) - Mrs. Gasaway
Community Outreach - Mrs. Harris
Education Council - Mrs. Gasaway and Mrs. Buckerfield
Student Achievement Liaison - Mrs. Harris
Appointment to DACC Board - Mr. Backus

Moved by Mrs. Gasaway, seconded by Ms. Harris to approve the Appointments to Areas of Responsibility as presented.

Roll call resulted as follows: Mrs. Gasaway, yea; Ms. Harris, yea; Mr. Backus, yea; Mr. Wiener, yea; Mrs. Buckerfield, yea; Ms. Fitzharris, yea.

2. Annual Memberships

Delaware Area Chamber of Commerce
META Solutions
Ohio Education Policy Institute
Ohio School Boards Association (OSBA)
OSBA Legal Defense Fund

Moved by Mr. Wiener, seconded by Ms. Harris to approve the Annual Memberships as presented.

Roll call resulted as follows: Mr. Wiener, yea; Ms. Harris, yea; Mr. Backus, yea; Mrs. Gasaway, yea; Mrs. Buckerfield, yea; Ms. Fitzharris, yea.

3. Standing Authorizations

Be It Resolved That: The Delaware City School District Board of Education approve the following authorizations:

A. **Advance on Tax Settlements** – the Treasurer/CFO of Delaware City Schools is hereby authorized and directed to request the Delaware County Auditor to draw a warrant for an advance of tax monies collected on behalf of said district but not yet disbursed pursuant to Ohio Revised Code Section 321.34.
B. **Investment of Interim Funds** – authorization for the Treasurer/CFO of Delaware City Schools to invest Interim Funds at the most productive interest rates whenever funds are available.

C. **Payment of Bills** – authorization for the Treasurer/CFO of Delaware City Schools to pay all bills within the limits of the appropriation resolution as the bills are received and when the merchandise has been received in satisfactory condition.

D. **Waive Reading of the Minutes** – to waive oral reading of the minutes of the preceding Board of Education meeting(s) unless expressly voted by the Board of Education to be read.

E. **Participation in State and Federal Programs** – authorization to participate in all state and federal programs beneficial to the Delaware City Schools and consistent with the goals established by the school district for 2026.

F. **Appoint Purchasing Agents** – appointment of the Executive Director of Human Resources and/or Superintendent of Schools to serve as purchasing agents for the school district.

Moved by Mrs. Gasaway, seconded by Ms. Harris to approve the Standing Authorizations as presented.

Roll call resulted as follows: Mrs. Gasaway, yea; Ms. Harris, yea; Mr. Backus, yea; Mr. Wiener, yea; Mrs. Buckerfield, yea; Ms. Fitzharris, yea.

2026-MR-2.0 Reports

2.1. Unions

A. DCEA - Ms. Wilder thanked Mr. Pomeroy for the Mission Delaware project, noting that members felt heard and student needs were prioritized. She expressed appreciation for the Board's transparency, time, and dedication, welcomed the addition of an educator voice to the Board, and looked forward to continued collaboration rooted in respect and shared purpose.

B. UE - No report.

C. OAPSE - No report.

2.2. Superintendent

A. Departmental Updates

1. Online Course Design and Process:

a. Dr. Shafer and Mr. Cook presented an overview of the online course design process and the potential development of a full online school to better serve students whose needs are not met by a traditional setting. The program would offer DCS-developed courses aligned to district standards, using an enhanced learning management system and allowing students to transition between learning modes. Courses would be primarily asynchronous with required in-person access for assessments and interventions.

A task force of teachers will design and review courses, beginning with priority courses targeted for the 2027–28 school year, followed by additional courses by 2029–30. Staff are reviewing online platforms to replace APEX, support the WILL program, and expand future middle school options. Board members expressed appreciation for the extensive planning, staff collaboration, and thoughtful pacing of the work. Mr. Pomeroy thanked Dr. Shafer and Mr. Cook for their leadership in moving the initiative forward.

2. Proactive Planning and Enrollment Projections
    a. Mr. Pomeroy addressed challenges identified through Mission Delaware, noting that proactive planning for growth and facility needs is a top priority. Enrollment trends show a current decrease of 69 students, with projections of an additional 670 students over the next 10 years due to housing growth, increased birth rates, and city population expansion. Ongoing residential development and planned housing units will continue to impact enrollment, with additional growth expected in future reports.

       He outlined the facilities master planning process, including assessment, options, and decision phases. This includes evaluating building conditions, deferred maintenance, educational adequacy, and financial impacts, emphasizing that all options carry costs and that delaying maintenance increases long-term expenses. Potential approaches include repair, renovation, or rebuilding, all to be evaluated with community input and a focus on supporting educational needs while remaining fiscally responsible.

       Next steps include issuing an RFQ to select a partner for facilities master planning and assessment, with expertise in Ohio school facilities, OFCC requirements, educational planning, and community engagement. The Facilities Committee will review submissions on January 28, narrow candidates to three for interviews, and aim to make a recommendation by the February Board meeting.

3. Land Donation
    a. Mr. Pomeroy presented an agreement in principle with Corridor Development and Ryan Homes regarding the donation of 52 acres of land to the District. Appreciation was expressed to Corridor Development, Ryan Homes, and the City for their collaboration. Mrs. Harris thanked the partners for their responsiveness, recommendations, and commitment to DCS. Mr. Pomeroy expressed enthusiasm about moving forward with the agreement in principle for the land acquisition.
4. Technology Updates
    a. Mrs. Fry provided an update on technology improvements completed in December, including firewall and switch upgrades to improve network stability, performance, and analytics. She also reported on phone system and flasher upgrades completed as part of security and safety enhancements. Phase one of the phone upgrade has been completed on the legacy system, with phase two transitioning to the Mitel business system. Mr. Pomeroy recognized Mrs. Fry and her team for the tremendous amount of effort they have put in along the way.
5. Facilities, Transportation
    a. A. Mr. Sherman reported that the Facilities Department has made significant progress on work orders and encouraged staff to submit requests to support tracking and planning. Budgets are being reviewed to best address current and future student needs, and the safety grant from the Attorney General's office is under review. He also shared a transportation update, noting two drivers in training, two returning from leave, a bus test-drive event held on Saturday, and the potential for three retirements this year. The hiring process is being evaluated.

6. Food Service

a. Mr. Nadeau thanked Mr. Drennen for his work as Food Service Director. The District received a donation from an anonymous donor to pay off student lunch balances. The food service team is conducting its annual review of breakfast and lunch programs. While November sales were slightly lower, overall daily sales have increased compared to last year. Mr. Pomeroy expressed the District's gratitude for the donation.

7. Human Resources

a. Mr. Nadeau reiterated that the goal of Human Resources is to provide support to all stakeholders, eliminate barriers, and foster an environment that supports both students and staff. He is energized for the district's focus on being student-centered and staff-focused. He presented the consent agenda items for consideration.

B. Student Board Member

a. Hayes recently held House Games Day, which ran smoothly, was enjoyable, and saw high student participation. At Smith, Principal Mrs. Kirby initiated a mitten tree, allowing staff and the community to support families in need. She also acted as "Elf on the Shelf" for students arriving at school, which was greatly enjoyed by the students.

2.3. Treasurer/CFO

CFO Corwin reviewed the Tax Budget action item for approval, noting that updated rates and estimated revenues from the county have not yet been received. The draft tax budget is similar to last year, with adjustments for PI levy tax dollars, and will be monitored and updated as needed.

The Auditor of State released a report indicating a clean audit and a successful year, with one management recommendation regarding performing a physical inventory of federally purchased items every two years. The district plans to review federal assets independently and by building.

The District received the Highest Achievement in Open and Transparent Government Award, the GFOA Certificate for Achievement for Excellence in Financial Reporting, as well as the GFOA Outstanding Achievement in Popular Annual Reporting Award.

CFO Corwin also presented Discussion Item 4.0 and district donation for Board consideration. She reported expenditures are on pace, staff alignment and legislative changes will continue to be monitored.

2.4. Legislative Update

Mr. Pomeroy reported on recent legislative changes, including a new kindergarten start date set for the first day of school and an adjustment in the scoring of state-level biology tests.

2.6. Board Request

2.5. Public Comment

- Kyle Henry, 2260 Red Barn Street, Delaware - Resident
- Hannah Ely, 158 W Central Ave, Delaware - Parent

2026-MR-3.0 Consent Agenda

Moved by Ms. Harris, seconded by Mrs. Gasaway to approve all of the consent items as presented.

Roll call resulted as follows: Ms. Harris, yea; Mrs. Gasaway, yea; Mr. Backus, yea; Mr. Wiener, yea; Mrs. Buckerfield, yea; Ms. Fitzharris, yea.

President Backus declared the motion carried.

2026-MR-3.1 Pupils

A. Approve High School Graduates

1. I recommend the Board approve the following students as Hayes High School graduates due to completion of all graduation requirements:

   Alison Favour Akih
   Nikolas Bivens
   Alex Donoghue

B. Approve Overnight Field Trips

1. Delaware Boys Wrestling Tournament

I recommend the Board approve the Delaware Boys Wrestling team for an overnight field trip from 1/23/2026 to 1/24/2026 to the State Wrestling Tournament at Clyde High School in Sandusky, Ohio as presented.

2. Delaware Swim Team Athletic Competition

I recommend the Board approve the Delaware Swim Team for an overnight field trip from 1/16/2026 to 1/17/2026 to the Delaware Swim Team Athletic Competition at C.T. Branin Natatorium in Canton, Ohio as presented.

2026-MR-3.2 Personnel

2026-MR-3.2 A Approve Resignations

1. Certified Staff

Approve and accept the resignation of the following individuals:

Anne Brandyberry*	Music Teacher Dempsey	Last Day of 5/28/2026
Jennifer Fry*	Director of Technology/ CTO Willis	Last Day of work 7/31/2026

For Retirement Purposes

2. Classified Staff

Approve and accept the resignation of the following individuals:

Alyssa Droll	Educational Assistant Pre-K Woodward	Last Day of Work 1/12/2026
Lisa Lawrence*	Educational Assistant Dempsey	Last Day of work 5/27/2026
Tabitha Van Sickle	Cook/Cashier Dempsey	Last Day of work 1/22/2026

For Retirement Purposes

2026-MR-3.2B Approve Employment

1. Certified Staff

Approve certified employment for the 2025-2026 school year specifically conditioned on and subject to acceptable background checks, receipt and final administrative review and approval of all application records, licensure, and receipt of other necessary documentation.

Current assignments are as follows:

Erika Kolenz*	Kindergarten teacher Conger	MA, Step 0 $51,695.88 Effective 1/13/2026

Prorated amount is $24,736.20 for the remainder of the 2025-2026 school year

Alyssa Droll*	Intervention Specialist Pre-K Woodward	BA, Step 0 $46,996.25 Effective 1/13/2026

Prorated amount is $22,487.45 for the remainder of the 2025-2026 school year

1. Classified Staff

   Approve classified employment for the 2026-2026 school year specifically conditioned on and subject to acceptable background checks, receipt and final administrative review and approval of all application records, receipt of all other necessary documentation and licensure (if applicable).

   Current assignments are as follows:

Madeline Garland	Educational Assistant Class II Woodward	$20.43 per hour, Step 6 Effective 12/16/2025
Tracy Pittello	Administrative Assistant Willis	$22.73 per hour, Step 7 Effective 12/22/2025

2. Classified Substitute for the 2026-2026 School Year

   Employ, according to Board approved policy and wage schedules, the following individuals as a classified substitute for the 2026-2026 school year: Administrative Assistant $14.50/hr., Bus Driver $17.80/hr., Cook/Cashier $12.80/hr., Custodian $15.85/hr., Educational Assistant $14.50/hr., Library Media Specialist Assistant $14.50/hr., Nurse $150.00 a day, Technology Specialist $14.50/hr.

   Approve employment for the 2026-2026 school year conditioned on and subject to acceptable background checks, receipt and final administrative review and approval of all application records, receipt of all other necessary documentation and licensure (if applicable).

Don Hinkle	Substitute Bus Driver

2026-MR-3.2C Approve Supplemental Contracts for the 2026-2026 School Year

Approve the following supplemental employment for the 2026-2026 school year specifically conditioned on and subject to acceptable background checks, receipt and final administrative

review and approval of all application records, receipt of all other necessary documentation, and Pupil Activity Permit (if applicable):

LAST NAME	FIRST NAME	SUPPLEMENTAL	BUILDING	2025-26 SALARY
Brenner	Brooke	PBIS Committee Chairperson (0.50 FTE)	DEMPSEY	$250.00
Carter	Jakota	Wrestling Assistant Coach 7th & 8th Grade Boys & Girls	DEMPSEY	$2,584.79
Cornell	Mathieu	Wrestling Assistant Coach 7th & 8th Grade Boys & Girls	DEMPSEY	$3,618.71
Fenton	William	Drama Assistant Musical - Set Design	HAYES	$4,135.67
Jackson	Noah	Student Experience Chairperson	SCHULTZ	$500.00
Pitzen	Jason	Wrestling Volunteer Coach	HAYES	Volunteer

2026-MR-3.2D Approve Classified Staff Supplemental Contract

1. I recommend the Board approve the Salary Adjustment for Kaiden Sharrock - Gymnastics Assistant Coach-Varsity Girls due to the verification of previous paid coaching experience.

Originally approved on the **November 3, 2025 Board Agenda**	**Correction**
Step 3, $3,101.75	Step 5, $3,618.71

2026-MR-3.2E Approve Extended Days/Time

1. Approve Auditorium Technicians

I recommend the Board approve the following as auditorium technicians for the Hayes Performing Arts Center at the current state minimum Wage on an as-needed basis starting August 1, 2025:

Joshua Carpenter

2026-MR-3.2F Approve New Job Description

Approve new job description I recommend the Board approve the following new job description

Elementary Summer Reading Camp Coordinator

2026-MR-3.2G Approve Stipend

1. I recommend the Board approve a stipend for the following teachers at $28.00 per hour, not to exceed 41 hours, November 11, 2025 - April 30, 2026 for Extended Learning Opportunity at Dempsey Middle School.

Jodi Breakey	Tabitha Cook
Cari Floehr	Alyssa Garrison
Elizabeth Maclehose	Ann Puthoff
Kristen Reynolds	

2026-MR-3.3 Donations

I recommend the Board approve and accept the following donations:

A. Celebration of Creativity, Class of 1976, Monetary, valued at $330, for the purpose of use in the Pacer Space at the Willis Education Center.

B. Hiram Lodge, gift cards, valued at $600, for the purpose of assisting families as needed at Conger Elementary.

C. Modern Woodman, Tiffany Zagorski, Monetary, valued at $750.00, for the purpose of honoring the district staff and building projects.

D. Office City, donation of office and school supplies, value unknown, for district use.

E. Anonymous - Monetary donation, valued at $3713.06, to pay for negative lunch balances in the district.

2026-MR-4.0 Discussion

4.1 Public Hearing regarding the rehire of a previously retired employee.

Public hearing on the rehire of Laura Hallett, payroll and benefits supervisor.

2026-MR-5.0 Action Items

2026-MR-5.1 Approve Resolution to continue the relationship with Educational Service Center Council of Governments (ESG-COG) and appointment of Delaware City Schools Representative.

I recommend the Board approve the following resolution to continue its relationship with the Educational Service Center Council of Governments (ESC-COG) and appoint Gerald Nadeau Jr. the Delaware City Schools representative effective January 12, 2026 to December 31, 2027 as presented.

Moved by Mr. Wiener, seconded by Ms. Harris to approve the resolution to continue the relationship with the Educational Service Center Council of Governments (ESC-COG) and appointment of the Delaware City Schools representative

Roll call resulted as follows: Mr. Wiener, yea; Ms. Harris, yea; Mr. Backus, yea; Mrs. Gasaway, yea; Mrs. Buckerfield, yea; Ms. Fitzharris, yea.

President Backus declared the motion carried.

2026-MR-5.2 Approve 2026-2027 Property Values, Tax Year Rates and Estimated Revenue

Approve 2026-2027 Property Values, Tax Year Rates and Estimated Revenue

I recommend the Board approve the amounts and rates for 2026-2027 Property, Values, Taxes, and estimated revenue from the Delaware County Auditor as presented.

Moved by Mrs. Gasaway, seconded by Ms. Harris to approve amounts and rates for 2026-2027 Property Values, Taxes, and estimated revenue as presented.

Roll call resulted as follows: Mrs. Gasaway, yea; Ms. Harris, yea; Mr. Backus, yea; Mr. Wiener, yea; Mrs. Buckerfield, yea; Ms. Fitzharris, yea.

President Backus declared the motion carried.

2026-MR-5.3 Approve SESI/High Road Contract

I recommend the Board approve the contract with Specialized Education of Ohio, Inc (SESI/High Road School of Marion County) for educational services for the 2025 – 2026 school year as presented.

Moved by Ms. Harris, seconded by Mrs. Gasaway to approve SESI/High Road Contract as presented.

Roll call resulted as follows: Ms. Harris, yea; Mrs. Gasaway, yea; Mr. Backus, yea; Mr. Wiener, yea; Mrs. Buckerfield, yea; Ms. Fitzharris, yea.

President Backus declared the motion carried.

2026-MR-6.0 Superintendent Comments

Mr. Pomeroy expressed his gratitude to the board of education members.

2026-MR-7.0 Board Comments

No report.

2026-MR-8.0 Calendar

- January 17 - Bus Driver Recruitment Event
- January 19 – No School - MLK Jr. Day

2026-MR-9.0 Executive Session

I recommend the Board to enter into executive session for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing.

Moved by Mr. Wiener, seconded by Ms. Harris to enter into executive session for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing.

Roll Call resulted as follows: Mr. Wiener, yea; Ms. Harris, yea; Mr. Backus, yea; Mrs. Gasaway, yea; Mrs. Buckerfield, yea; Ms. Fitzharris, yea.

President Backus declared the Board in executive session at 8:01 pm.

Moved by Ms. Harris, seconded by Mr. Wiener to exit out of executive session for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing.

Roll Call resulted as follows: Ms. Harris, yea; Mr. Wiener, yea; Mr. Backus, yea; Mrs. Gasaway, yea; Mrs. Buckerfield, yea.

President Backus declared the Board out of executive session at 9:12 pm.

2026-MR-10.0 Adjournment

Moved by Ms. Harris, seconded by Mrs. Gasaway to adjourn this meeting.

Roll call resulted as follows: Ms. Harris, yea; Mrs. Gasaway, yea; Mr. Backus, yea; Mr. Wiener, yea; Mrs. Buckerfield, yea.

President Backus declared the meeting adjourned at 9:13 pm.

_____ _____

President *Treasurer*

**Denotes student Board member*

EXHIBIT

B

DELAWARE CITY SCHOOL DISTRICT

Monthly Financial Report

December 2025

Jill E. Corwin, Treasurer/CFO

Monthly Financial Report Table of Contents

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11	Trust Account Investment Log

Cash Summary (FINSUMM) Report

Disbursement Summary (Check Register) Report

Delaware City School District

General Fund

End of Month as Compared to One Year Prior

12/31/2025

	December 2025 Summary	December 2024 Summary	Variance
Beginning Balance	40,231,499	36,866,791	3,364,708
Revenue	40,038,788	2,604,109	37,434,679
Expenditures	39,513,299	6,075,891	33,437,408
Ending Balance	40,756,988	33,395,009	7,361,979

General Fund Budget as of December 31, 2025

	FY2025 Budget + Carryover Encum.	FYTD Expenditures	% Expended	PFYTD Expenditures	% change from PFYTD
Personal services	$ 49,860,875	24,702,655	50%	23,477,356	5.2%
Fringe benefits	20,224,636	9,495,131	47%	8,751,529	8.5%
Purchased services	8,603,476	2,832,219	33%	2,800,958	1.1%
Supplies and Materials	2,788,604	1,257,292	45%	2,433,097	-48.3%
Capital outlay	117,812	29,526	25%	15,295	0%
Other	3,000,892	1,196,475	40%	1,414,736	-15.4%
Total General Fund	**$ 84,596,293**	**39,513,299**	**47%**	**38,892,971**	**1.6%**

Delaware City School District

General Fund Revenue

End of Month as Compared to One Year Prior

12/31/2025

Revenue Source	December 2025 Revenue	December 2024 Revenue	Variance
Real Estate Taxes	0	0	0
Personal Tangible Taxes	0	0	0
Other Local Taxes	0	0	0
Unrestricted Grants-in-Aid	1,538,911	1,799,927	-261,016
(State Foundation & Subsidies, Medicare in Schools Program)			
Restricted Grants-in-Aid	58,071	104,606	-46,535
(E-Rate; Career Tech, DPIA,EL,Gifted,Student Wellness and Success,Cat Cost Reimb)			
Homestead/Rollback, Public Utility Dereg., TPP Loss Reimb, Property Tax Credit	0	0	0
Other Operating Revenue	270,359	279,666	-9,307
(Tuition, Class Fees, Bldg Rentals, Interest, Sale of Assets, PILOT, etc.)			
Other Financial Sources	0	0	0
(Refund of PY Expenditure)			
Transfers / Advances	0	0	0
Totals	1,867,341	2,184,199	-316,858

Delaware City School District

General Fund Budget

End of Month as Compared to One Year Prior

12/31/2025

Expenditure Area	December 2025 Expenditures	December 2024 Expenditures	Variance
Salaries & Wages	4,005,888	3,842,651	163,237
Fringe Benefits	1,568,090	1,524,196	43,894
Total	**5,573,978**	**5,366,847**	**207,131**
Purchased Services	527,747	222,567	305,180
Supplies & Materials	101,551	136,847	-35,296
Capital Outlay	487	6,125	-5,638
Other Objects	114,866	121,802	-6,936
Transfers/Advances, Refund PY Receipt/Fiscal Charges/Debt Service	0	221,704	-221,704
Totals	**744,651**	**709,045**	**35,606**
Grand Total	**6,318,628**	**6,075,891**	**242,736**

Cash flow thru 12-31-2025.xlsx

FY 2026	Delaware City Schools			Delaware City Schools														
	Actual Monthly Cash Flow	10/6/2025	Actual	Actual Monthly Cash Flow	10/6/2025	Actual	Actual	Actual	Actual	Actual	Actual	Projected	Projected	Projected	Projected	Projected	Projected	
Through:	December 31, 2025	Forecast	July	December 31, 2025	Forecast	July	August	September	October	November	December	January	February	March	April	May	June	TOTAL
1.01	General Property Tax (Real Estate)	$48,699,961	-	General Property Tax (Real Estate)	$48,699,961	-	23,245,172	-	-	-	-	-	-	-	-	-	-	23,245,172
1.02	Tangible Personal Property Tax	3,088,600	-	Tangible Personal Property Tax	3,088,600	-	1,636,170	-	-	-	-	-	-	-	-	-	-	1,636,170
1.03	Income Tax	-	-	Income Tax	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.035	Unrestricted Grants-in-Aid	20,418,286	1,469,050	Unrestricted Grants-in-Aid	20,418,286	1,469,050	1,646,620	1,462,844	1,852,873	1,598,942	1,538,911	-	-	-	-	-	-	9,569,239
1.04	Restricted Grants-in-Aid	1,529,374	90,169	Restricted Grants-in-Aid	1,529,374	90,169	141,427	90,167	91,608	89,637	58,071	-	-	-	-	-	-	561,080
1.045	Other Restricted	-	-	Other Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1.05	Property Tax Allocation	5,044,619	-	Property Tax Allocation	5,044,619	-	-	2,557,389	-	19,708	-	-	-	-	-	-	-	2,577,097
1.06	All Other Revenues	4,519,535	284,179	All Other Revenues	4,519,535	284,179	739,984	639,412	248,523	249,132	270,359	-	-	-	-	-	-	2,431,589
1.07	Total Revenues	$83,300,376	1,843,397	Total Revenues	$83,300,376	1,843,397	27,409,372	4,749,812	2,193,004	1,957,419	1,867,341	-	-	-	-	-	-	-
2.01	Proceeds from Sale of Notes	-	-	Proceeds from Sale of Notes	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2.02	State Emergency Loans and Advancements	-	-	State Emergency Loans and Advancements	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2.04	Operating Transfers-In.	-	-	Operating Transfers-In.	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2.05	Advances-In	-	-	Advances-In	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2.06	All Other Financing Sources	427,005	18,443	All Other Financing Sources	427,005	18,443	-	-	-	-	-	-	-	-	-	-	-	18,443
2.07	Total Other Financing Sources	427,005	18,443	Total Other Financing Sources	427,005	18,443	-	-	-	-	-	-	-	-	-	-	-	18,443
2.08	Total Revenues and Other Financing Sources	$83,727,381	1,861,840	Total Revenues and Other Financing Sources	$83,727,381	1,861,840	27,409,372	4,749,812	2,193,004	1,957,419	1,867,341	-	-	-	-	-	-	-
3.01	Personal Services	47,524,500	3,933,549	Personal Services	47,524,500	3,933,549	4,092,208	4,195,539	4,026,587	4,448,886	4,005,888	-	-	-	-	-	-	-
3.02	Employees' Retirement/Insurance Benefits	18,969,305	1,543,591	Employees' Retirement/Insurance Benefits	18,969,305	1,543,591	1,638,702	1,566,368	1,560,990	1,617,391	1,568,090	-	-	-	-	-	-	-
3.03	Purchased Services	6,783,009	304,705	Purchased Services	6,783,009	304,705	327,389	642,202	460,612	569,564	527,747	-	-	-	-	-	-	-
3.04	Supplies and Materials	3,582,443	192,165	Supplies and Materials	3,582,443	192,165	305,781	300,591	201,955	155,248	101,551	-	-	-	-	-	-	-
3.05	Capital Outlay	60,446	2,558	Capital Outlay	60,446	2,558	11,667	626	11,130	3,058	487	-	-	-	-	-	-	29,526
3.06	Intergovernmental	227,603	-	Intergovernmental	227,603	-	-	-	-	-	-	-	-	-	-	-	-	-
4.01	Principal-All (History Only)	-	-	Principal-All (History Only)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4.02	Principal-Notes	-	-	Principal-Notes	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4.03	Principal-State Loans	-	-	Principal-State Loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4.04	Principal-State Advancements	-	-	Principal-State Advancements	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4.05	Principal-HB 264 Loans	-	-	Principal-HB 264 Loans	-	-	-	-	-	218,640	-	-	-	-	-	-	-	218,640
4.055	Principal-Other	-	-	Principal-Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4.06	Interest and Fiscal Charges	-	-	Interest and Fiscal Charges	-	-	-	-	-	5,899	-	-	-	-	-	-	-	5,899
4.3	Other Objects	3,415,596	95,899	Other Objects	3,415,596	95,899	393,675	136,792	115,041	115,662	114,866	-	-	-	-	-	-	-
4.5	Total Expenditures	$80,562,901	6,072,467	Total Expenditures	$80,562,901	6,072,467	6,769,421	6,842,118	6,376,316	7,134,348	6,318,628	-	-	-	-	-	-	39,513,299
5.01	Operating Transfers-Out	-	-	Operating Transfers-Out	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.02	Advances-Out	-	-	Advances-Out	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.03	All Other Financing Uses	-	-	All Other Financing Uses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.04	Total Other Financing Uses	-	-	Total Other Financing Uses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.05	Total Expenditures and Other Financing Uses	$80,562,901	6,072,467	Total Expenditures and Other Financing Uses	$80,562,901	6,072,467	6,769,421	6,842,118	6,376,316	7,134,348	6,318,628	-	-	-	-	-	-	39,513,299
6.01	Rev. over/(under) Expenditures	3,164,480	(4,210,628)	Rev. over/(under) Expenditures	3,164,480	(4,210,628)	20,639,951	(2,092,307)	(4,183,312)	(5,176,929)	(4,451,287)	-	-	-	-	-	-	(39,513,299)
7.01	Beginning Cash Balance	32,090,244	35,254,723	Beginning Cash Balance	32,090,244	35,254,723	31,044,096	51,684,047	49,591,740	45,408,428	40,231,499	35,780,212	35,780,212	35,780,212	35,780,212	35,780,212	35,780,212	32,090,244
7.02	Ending Cash Balance	$35,254,723	31,044,096	Ending Cash Balance	$35,254,723	31,044,096	51,684,047	49,591,740	45,408,428	40,231,499	35,780,212	35,780,212	35,780,212	35,780,212	35,780,212	35,780,212	35,780,212	

Delaware City School District Appropriations vs. Expenditures for the Month Ending December 31, 2025

	Permanent Appropriation	Board Approved Advances	Prior FY Encumbrance	FYTD Expendable	FYTD Expended	Encumbrances	Unencumbered Balance	Unencumbered Percent
001 - GENERAL FUND	$ 83,496,295	-	1,099,998	84,596,293	39,513,299	4,167,760	40,915,215	48%
002 - BOND RETIREMENT	6,354,828	-	-	6,354,828	4,615,358	-	1,739,471	27%
003 - PERMANENT IMPROVEMENT	2,500,000	-	445,027	2,945,027	1,004,833	318,835	1,621,359	55%
004 - BUILDING IMPROVEMENT	4,019,199	-	2,430,165	6,449,364	1,711,745	893,307	3,844,312	60%
006 - FOOD SERVICE	2,434,975	-	39,000	2,473,975	1,130,434	624,761	718,780	29%
007 - SPECIAL TRUST	350,000	-	6,750	356,750	16,127	1,183	339,441	95%
008 ENDOWMENT	1,000	-	-	1,000	-	-	1,000	100%
018 - PUBLIC SCHOOL SUPPORT	190,650	-	656	191,306	61,726	67,165	62,414	33%
020 SPECIAL ENTERPRISE	147,275	-	2,618	149,893	237,114	14,969	(102,189)	-68%
022 - DISTRICT AGENCY	18,662	-	-	18,662	1,841	3	16,819	90%
024 EMPLOYEE BENEFITS SELF-INSURANCE	13,000,000	-	55,382	13,055,382	6,032,781	406,634	6,615,967	51%
070 CAPITAL PROJECTS	496,413		-	496,413	-	-	-	0%
200 - STUDENT MANAGED ACTIVITY	820,105	-	3,604	823,709	149,966	169,651	504,092	61%
300 - DISTRICT MANAGED STUDENT ACTIVITY	390,914	-	6,447	397,361	173,147	71,105	153,109	39%
401 - AUXILLIARY SERVICES	106,142	-	23,099	129,241	43,148	16,186	69,906	54%
451 - DATA COMMUNICATION	14,000	-	-	14,000	-	-	14,000	-%
499 - MISCELLANEOUS STATE GRANT	897,392	-	105,897	1,003,289	452,670	24,840	525,779	52%
507 - ESSER	-	-	-	-	-	-	-	0%
509 - 21st CENTURY GRANT	113,846	-	3,944	117,790	32,442	5,001	80,348	68%
516 - IDEA PART-B GRANT	1,634,342	-	-	1,634,342	701,404	-	932,938	57%
536 - TITLE I SCHOOL IMPROVEMENT	-	-	-	-	-	-	-	0%
551 - LIMITED ENGLISH PROFICIENCY	32,330	-	1,316	33,646	15,008	617	18,021	54%
572 - TITLE I	923,107	-	14,521	937,628	345,986	-	591,642	63%
584 - TITLE IV PART A STUDENT SUPPORTS/ENRICHMENT	47,698	-	-	47,698	-	39,023	8,675	18%
587 - EARLY CHILDHOOD SPECIAL EDUCATION GRANT	59,104	-	-	59,104	26,157	-	32,947	56%
590 - TITLE II-A IMPROVING TEACHER QUALITY	202,726	-	11,450	214,176	67,626	43,385	103,165	48%
599 - MISCELLANEOUS FEDERAL GRANTS	-	-	-	-	0	-	-	-%
TOTAL	$118,251,002	-	4,249,876	122,500,879	56,332,811	6,864,445	59,303,622	48%

Delaware City School District Appropriations Compared to Resources as of December 31, 2025

	Unencumbered Balance July 1, 2025	Estimated Resources	Total Available Balances	Permanent Appropriations and Advances	Available or Over Appropriation
001 - GENERAL FUND	$ 34,154,725	80,801,545	114,956,270	$ 83,496,295	31,459,975
002 - BOND RETIREMENT	4,587,294	4,262,090	8,849,383	6,354,828	2,494,555
003 - PERMANENT IMPROVEMENT	4,371,895	2,092,738	6,464,633	2,500,000	3,964,633
004 - BUILDING IMPROVEMENT	2,114,861	0	2,114,861	4,019,199	(1,904,338)
006 - FOOD SERVICE	1,347,464	2,435,000	3,782,464	2,434,975	1,347,489
007 - SPECIAL TRUST	435,105	0	435,105	350,000	85,105
008 - ENDOWMENT	74,005	0	74,005	1,000	73,005
018 - PUBLIC SCHOOL SUPPORT	255,147	148,475	403,622	190,650	212,972
020 - SPECIAL ENTERPRISE	1,050,043	87,856	1,137,899	147,275	990,624
022 - DISTRICT AGENCY	8,727	10,000	18,727	18,662	65
024 - EMPLOYEE BENEFITS SELF-INSURANCE	3,714,888	13,000,000	16,714,888	13,000,000	3,714,888
07(CAPITAL PROJECTS	496,413	0	496,413	496,413	-
200 - STUDENT MANAGED ACTIVITY	330,190	705,825	1,036,015	820,105	215,910
300 - DISTRICT MANAGED STUDENT ACTIVITY	277,566	384,150	661,716	390,914	270,802
401 - AUXILIARY SERVICES	13,082	70,035	83,117	106,142	(23,025)
451 - DATA COMMUNICATION	-	14,000	14,000	14,000	-
499 - MISCELLANEOUS STATE GRANT	(102,127)	1,001,702	899,575	897,392	2,183
507- ESSER	-	0	-	-	-

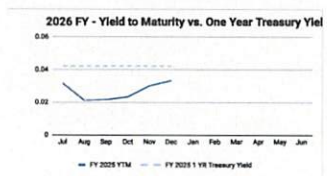
509- 21st CENTURY GRANT, TITLE IV	(17,668)	131,515	113,846	113,846	0
516 - IDEA PART-B GRANT	(73,107)	1,707,449	1,634,342	1,634,342	(0)
536 - TITLE I SCHOOL IMPROVEMENT	-	0	-	-	-
551 - LIMITED ENGLISH PROFICIENCY	(3,403)	35,733	32,330	32,330	-
572 - TITLE I	(43,897)	966,983	923,086	923,107	(21)
584 - TITLE IV PART A STUDENT SUPPORTS/ENRICH	-	47,698	47,698	47,698	(0)
587 - EARLY CHILDHOOD SPECIAL EDUCATION GRANT	(2,383)	61,487	59,104	59,104	(0)
590 - TITLE II-A IMPROVING TEACHER QUALITY	(65,870)	268,596	202,726	202,726	-
599 - MISCELLANEOUS FEDERAL GRANTS	0	0	0	-	-
TOTAL ALL FUNDS	**$52,922,946**	**108,232,876**	**161,155,822**	**118,251,002**	**42,904,819**

Issuer	Security Type	Location	Yield To Maturity	Settlement Date	Maturity Date	Purchase Price	Par	Days held	Length of Security	YTM
Richwood Banking Co.	Checking	n/a	0.00%	12/31/2025	12/31/2025	**10,252.09**	10,252	1.00	1.00	-
Richwood Banking Co.	Online Fees, Athletics, Insurance	n/a	0.00%	12/31/2025	12/31/2025	**1,374,666.18**	1,374,666	1.00	1.00	-
Richwood Banking Co. ICS	Cash Management	n/a	0.00%	12/31/2025	12/31/2025	**6,828,377.87**	6,828,378	1.00	1.00	-
StarOhio	Money Market	n/a	4.28%	12/31/2025	12/31/2025	**9,759,315.69**	9,759,316	1.00	1.00	417,696.71
Huntington National Bank	Checking	n/a	0.00%	12/31/2025	12/31/2025	**28,848.68**	28,849	1.00	1.00	
US Bank	Money Market	n/a	3.99%	12/31/2025	12/31/2025	**144,574.68**	144,575	1.00	1.00	5,768.54
Government Insured Deposit Program	Cash Management	n/a	0.00%	12/31/2025	12/31/2025	-	-	1.00	1.00	-
FFCB - Non-Callable	Agency	USB	4.17%	2/13/23	2/13/2026	497,935.00	500,000	1,052.00	1,096.00	20,763.89
FHLB - Non-Callable	Agency	USB	3.82%	5/9/23	6/12/2026	249,416.50	250,000	967.00	1,130.00	9,527.71
FFCB - Non-Callable	Agency	USB	4.88%	6/18/2024	6/12/2026	501,248.00	500,000	581.00	724.00	24,436.84
FFCB - Non-Callable	Agency	USB	4.50%	8/1/2024	7/24/2026	500,835.40	500,000	517.00	722.00	22,537.59
US Treasury Bond	Treasury	USB	1.61%	2/14/23	8/15/2026	686,542.97	750,000	1,051.00	1,278.00	11,053.34
FHLB - Non-Callable	Agency	USB	3.63%	9/19/2024	9/4/2026	314,804.70	315,000	468.00	715.00	11,411.67
FHLB - Non-Callable	Agency	USB	4.63%	3/18/24	9/11/2026	400,053.20	400,000	653.00	907.00	18,502.46
FHLB - Non-Callable	Agency	USB	1.20%	5/5/23	9/30/2026	229,885.00	250,000	971.00	1,244.00	2,758.62
US Treasury Note	Treasury	USB	2.13%	2/14/23	11/15/2026	483,026.16	500,000	1,051.00	1,370.00	9,881.62
US Treasury Note	Treasury	USB	4.38%	12/17/2024	12/15/2026	250,605.47	250,000	379.00	728.00	10,963.99
US Treasury Note	Treasury	USB	2.01%	2/14/23	2/28/2027	459,785.16	500,000	1,051.00	1,475.00	9,241.68
FHLB - Non-Callable	Agency	USB	3.82%	2/14/23	3/12/2027	236,870.40	240,000	1,051.00	1,487.00	9,048.45
FHLB - Non-Callable	Agency	USB	4.50%	3/15/24	3/12/2027	439,353.20	440,000	656.00	1,082.00	19,770.89
FFCB - Non-Callable	Agency	USB	4.75%	5/14/2024	5/6/2027	541,182.60	540,000	596.00	1,087.00	25,706.17
US Treasury Note	Treasury	USB	2.52%	2/14/23	5/15/2027	467,910.16	500,000	1,051.00	1,551.00	11,791.34
US Treasury Note	Treasury	USB	2.52%	5/5/23	5/15/2027	240,625.00	250,000	971.00	1,471.00	6,083.75
FFCB - Non-Callable	Agency	USB	4.56%	6/18/2024	5/21/2027	500,150.00	500,000	581.00	1,067.00	22,756.83
FHLB - Non-Callable	Agency	USB	3.72%	5/5/23	6/11/2027	301,947.00	300,000	971.00	1,498.00	11,232.43
US Treasury Note	Treasury	USB	3.36%	12/8/23	6/30/2027	481,953.13	500,000	754.00	1,300.00	16,193.63
US Treasury Note	Treasury	USB	3.25%	2/14/23	8/31/2027	482,343.75	500,000	1,051.00	1,659.00	15,676.17
FHLB - Non-Callable	Agency	USB	4.13%	9/10/2024	9/19/2027	370,832.70	365,000	477.00	1,095.00	15,296.85
Gulf Cap Bk CD	Brokered CD	USB	3.85%	9/27/2024	9/27/2027	244,387.50	245,000	460.00	1,095.00	9,408.92
US Treasury Note	Treasury	USB	4.13%	3/15/24	10/31/2027	494,531.25	500,000	656.00	1,325.00	20,399.41
US Treasury Note	Treasury	USB	3.94%	2/14/23	11/30/2027	747,832.03	750,000	1,051.00	1,750.00	29,464.58
US Treasury Note	Treasury	USB	4.00%	12/17/2024	12/15/2027	248,388.67 0	250,000	379.00	1,093.00	9,935.55
FFCB - Non-Callable	Agency	USB	2.21%	12/7/23	1/21/2028	467,780.00	500,000	755.00	1,506.00	10,116.94
FFCB - Non-Callable	Agency	USB	3.94%	2/14/23	2/14/2028	746,025.00	750,000	1,051.00	1,826.00	29,393.39
FFCB - Non-Callable	Agency	USB	4.25%	3/15/2024	3/29/2028	496,215.00	500,000	656.00	1,466.00	21,089.14
US Treasury Note	Treasury	USB	3.61%	7/31/23	4/30/2028	373,013.87	385,000	884.00	1,735.00	13,465.80
US Treasury Note	Treasury	USB	3.61%	10/17/23	4/30/2028	332,527.34	350,000	806.00	1,657.00	12,004.24
FFCB - Non-Callable	Agency	USB	3.70%	5/9/23	5/9/2028	300,606.00	300,000	967.00	1,827.00	11,122.42
FHLB - Non-Callable	Agency	USB	4.37%	7/31/23	5/9/2028	388,012.55	385,000	884.00	1,775.00	16,868.75
US Treasury Note	Treasury	USB	4.04%	12/8/23	5/30/2028	392,176.37	535,000	754.00	1,668.00	15,843.93
US Treasurity Note	Treasury	USB	4.13%	7/30/2024	7/31/2028	500,390.63	500,000	519.00	1,462.00	20,641.11
FFCB - Non-Callable	Agency	USB	4.46%	8/31/23	8/28/2028	488,867.70	490,000	853.00	1,824.00	21,848.10
Medallion Bank	Brokered CD	USB	4.57%	9/19/23	9/19/2028	170,316.00	171,000	834.00	1,827.00	7,783.44
Celtic Bank Corporation	Brokered CD	USB	4.57%	9/19/23	9/19/2028	248,004.00	248,000	834.00	1,827.00	11,333.78
FFCB - Non-Callable	Agency	USB	4.46%	10/17/23	9/22/2028	414,346.80	420,000	806.00	1,802.00	18,479.87
US Treasury Note	Treasury	USB	4.63%	3/15/24	9/30/2028	489,982.62	485,000	656.00	1,660.00	22,661.70
FHLB - Non-Callable	Agency	USB	4.23%	12/1/23	10/30/2028	430,000.00	500,000	761.00	1,795.00	18,189.00
US Treasurity Note	Treasury	USB	3.13%	5/15/2024	11/15/2028	474,570.31	500,000	595.00	1,845.00	14,830.32
FHLB - Non-Callable	Agency Bond	USB	4.31%	2/9/24	12/15/2028	503,252.00	500,000	691.00	1,771.00	21,690.16
FFCB - Non-Callable	Agency	USB	4.13%	3/14/24	3/29/2029	495,295.00	500,000	657.00	1,832.00	20,430.92
FFCB - Non-Callable	Agency	USB	4.38%	4/11/2024	4/10/2029	262,400.35	500,000	629.00	1,825.00	11,480.02
FFCB - Non-Callable	Agency	USB	4.50%	4/12/2024	4/10/2029	262,783.40	500,000	628.00	1,824.00	11,824.35
FFCB - Non-Callable	Agency	USB	4.75%	5/15/2024	4/30/2029	248,743.60	245,000	595.00	1,811.00	11,815.32
Stifel Nicolaus & Co CD - Toyota	Brokered CD	USB	4.60%	5/15/2024	5/24/2029	242,802.00	244,000	595.00	1,835.00	11,173.49
US Treasury Note	Treasury	USB	2.75%	12/10/2024	5/31/2029	283,734.37	300,000	386.00	1,633.00	7,802.70
Machias Savings Bank CD	Brokered CD	USB	4.40%	6/17/2024	6/27/2029	247,879.50	249,000	562.00	1,836.00	10,906.70
Customers Bank CD	Brokered CD	USB	4.55%	6/20/2024	6/27/2029	243,268.00	244,000	559.00	1,833.00	11,068.69
Enterprise Bank CD	Brokered CD	USB	4.40%	6/20/2024	7/10/2029	166,373.75	167,000	559.00	1,846.00	7,320.45
FFCB - Non-Callable	Agency	USB	4.25%	7/23/2024	7/21/2029	496,524.60	495,000	526.00	1,824.00	21,102.30
Sallie Mae Bank CD - Stifel Nicolaus	Brokered CD	USB	4.30%	7/25/2024	7/31/2029	242,802.00	244,000	524.00	1,832.00	10,444.79
FMCC - Non-Callable	Agency	USB	4.34%	12/18/2024	8/15/2029	430,000.00	500,000	378.00	1,696.00	18,662.00
FFCB - Non-Callable	Agency	USB	3.50%	9/10/2024	9/10/2029	299,142.00	300,000	477.00	1,826.00	10,469.97
FFCB - Federal Farm - Non-Callable	Agency	USB	3.88%	10/18/2024	10/23/2029	389,506.26	390,000	439.00	1,831.00	15,093.37
US Treasury Note	Treasury	USB	4.25%	12/17/2024	11/30/2029	497,304.69 0	500,000	379.00	1,809.00	21,136.45
FHLB - Non-Callable	Agency	USB	4.50%	12/19/2024 1	12/14/2029	361,130.40	360,000	377.00	1,821.00	16,250.87
US Treasury Note	Treasury	USB	4.38%	12/31/2024	12/31/2029	498,828.13 0	500,000	365.00	1,826.00	21,823.73
US Treasury Note	Treasury	USB	4.25%	1/28/2025	1/31/2030	338,366.41	340,000	337.00	1,829.00	14,360.57
Privat Expt Fdg - Keybenc Capital Market	Brokered CD	USB	3.75%	11/18/2025 3	1/31/2030	496,444.20	510,000	287.00	1,779.00	18,617.37
FFCB - Deb - Stonex Financial Inc.	Agency	USB	3.96%	4/15/2025	4/1/2030	573,326.75	575,000	260.00	1,812.00	22,703.74
Mufg Bk Ltd NY Brh CP	Commercial Paper	USB	4.49%	5/29/2025	2/17/2026	832,844.40	860,000	216.00	264.00	37,399.20
Mufg Bk Ltd NY Brh CP	Commercial Paper	USB	4.44%	6/2/2025	2/27/2026	484,121.53 0	500,000	212.00	270.00	21,495.00
Mufg Bk Ltd NY Brh CP	Commercial Paper	USB	4.46%	6/17/2025	3/13/2026	96,809.36 0	100,000	197.00	269.00	4,317.70
Credit Agricole C P	Commercial Paper	USB	4.40%	6/17/2025	3/13/2026	726,406.46 0	750,000	197.00	269.00	31,961.88
Stonex Financial Inc.	US Treasury	USB	4.00%	7/15/2025	7/31/2029	375,146.49	375,000	169.00	1,477.00	15,006.56
Canadian Imper Hldg CP	Commercial Paper	USB	4.22%	8/21/2025	5/18/2026	741,906.35	765,000	132.00	270.00	31,308.45
US Treasury Note	Treasury	USB	4.00%	9/2/2025	1/31/2029	303,410.16	300,000	120.00	1,247.00	12,136.41
Credit Agricole C P	Commercial Paper	USB	4.02%	9/5/2025	6/3/2026	301,025.50	310,000	117.00	270.00	12,101.23
FHLB - Non-Callable	Agency	USB	4.00%	10/16/2025	9/1/2028	506,311.95	500,000	76.00	1,051.00	20,252.48
Netxis NY CP	Commercial Paper	USB	4.16%	10/20/2025	7/10/2026	724,698.95	745,000	72.00	263.00	30,147.48
RBC Capital Markets, LLC	US Treasury	USB	3.88%	11/19/2025	6/30/1930	302,226.56	300,000	42.00	(34,841.00)	11,711.28
US Treasury Note - Citigroup	US Treasury	USB	3.63%	11/19/2025	10/31/1930	70,728.20	71,000	42.00	(34,718.00)	2,563.90
UBS BK USA CD	Brokered CD	USB	3.90%	11/19/2025	11/28/1930	247,879.50	249,000	42.00	(34,892.00)	9,667.30
Total Portfolio							**$ 48,294,916.94**	49,298,035	535.02	(41.51)	1,619,127.84

	Total		%
Bank Accounts	$ 1,558,341.80		3.23%
Repurchase Agreement	$ -		0.00%
ICS	$ 6,828,377.87		13.72%
Certificates of Deposit	$ 2,550,356.45	X	5.28%
Commercial Paper	$ 3,907,912.55	X	8.09%
Agencies	$ 13,633,763.06	X	28.23%
Treasuries	$ 10,256,849.52	X	21.24%
Municipal Bonds		X	0.00%
StarOhio	$ 9,759,315.69		20.21%
Total Portfolio	$ 48,294,916.94		100.00%
	$ (0)		

Monthly Interest	175,111.33	Accrued interest booked when purchased
Total Interest Fiscal Year To Date	$ 1,189,074	General fund interest only
Weighted Avg Yld to Maturity	3.35%	
Weighted Average Maturity	296.20	Days
One Year Treasury Bill Yield At Current Month End	4.23%	

New investment



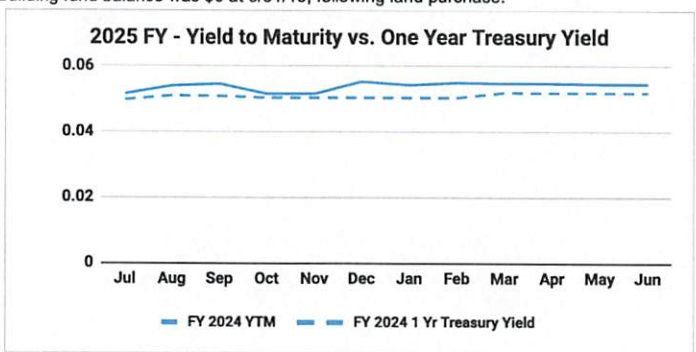
Issuer	Security Type	Location	Yield To Maturity	Settlement Date	Maturity Date	Purchase Price	Par	Days held	Length of Security	YTM
StarOhio	Money Market	n/a	4.28%	12/31/2026	12/31/2026	**6,154,696.66**	6,154,697	-	-	263,421.02
Government Insured Deposit Program	Cash Management	n/a	0.00%	12/31/2026	12/31/2026	-	-	-	-	-
Richwood Bank	Checking	RCH	0.15%	12/31/2026	12/31/2026	**87,319.09**	87,319	-	-	130.98
Richwood Bank ICS	Cash Management	RCH	0.00%	12/31/2026	12/31/2026	-				
US Bank	Money Market	USB	0.00%	12/31/2026	12/31/2026	-	-	-	-	-
Huntington National Bank	Checking	HNB	0.00%	12/31/2026	12/31/2026	-	-	-	-	-
Total Portfolio						6,242,015.75	6,242,016	0.50	81.33	263,552.00

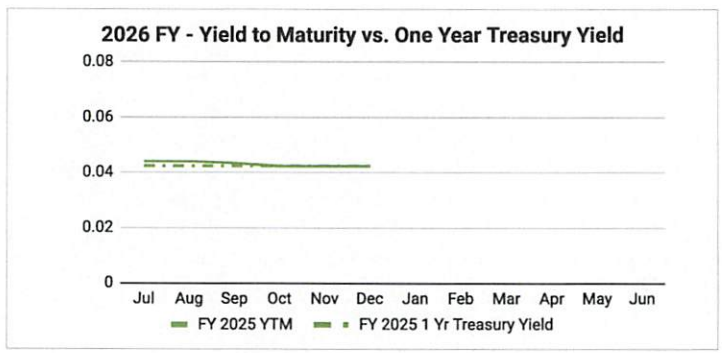
	Total		%
Bank Accounts	$ 87,319.09		1.40%
Repurchase Agreement	$ - .00		0.00%
Certificates of Deposit			0.00%
Brokered CDs			0.00%
Commercial Paper	$ - .00	X	0.00%
Agencies		X	0.00%
Treasuries	$ - .00	X	0.00%
Municipal Bonds			
GIDP	$ - .00		0.00%
StarOhio	$ 6,154,696.66		98.60%
Total Portfolio	$ 6,242,015.75		100.00%

Monthly Interest	$ 20,794.88	
Total Interest Year To Date	$ 132,107	accrued interest charged off at purchase
Weighted Avg Yld to Maturity	4.22%	
Weighted Average Maturity	-	Days
One Year Treasury Bill Yield At Current Month End	4.23%	

RCH - Richwood Bank
USB - US Bank Safekeeping

Investment matured on a holiday/weekend and is being carried until the following month
**Building fund balance was $0 at 8/31/19, following land purchase.





TRUST ACCOUNT INVESTMENTS as of 12/31/2025

Institution	FUND NAME	Amount @ 12/31/2025	Interest Rate			
Richwood Banking Co ICS						
007-9025	Dr. Chenoweth	**6,372.78**	0.10%			
007-9225	Helen Walker	**2,307.20**	0.10%			
007-9310	Conger Scholarship	**1,072.22**	0.10%			
008-9001	Birdsell	**3,774.65**	0.10%			
008-9003	Criswell	**552.21**	0.10%			
008-9004	Land Grant	**3,399.85**	0.10%			
008-9005	David R. Smith	**2,239.55**	0.10%			
008-9006	Adam Kunkel	**36,595.27**	0.10%			
008-9007	Esther Jo King	**11,238.02**	0.10%			
008-9012	Chs. Jones Memorial Fund	**5,393.25**	0.10%			
008-9014	T Yates	**5,295.37**	0.10%			
	TOTAL:	**$78,240.37**				
		$7.33	**December Interest**			
		$78,247.70	**Balance in ICS at Month End**			
					12/31/2025	**$7.33**

DELAWARE CITY SD DELAWARE

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
Fund:	**001**								
001-0000	GENERAL FUND	$ 34,878,999.42	$ 1,867,341.16	$ 40,038,787.98	$ 6,318,628.38	$ 39,513,299.25	$ 35,404,488.15	$ 4,167,779.66	$ 31,236,708.49
001-9022	BUDGET RESERVE	367,698.95	0.00	0.00	0.00	0.00	367,698.95	0.00	367,698.95
001-9121	HEALTH AND SAFETY FUND	8,024.97	0.00	0.00	0.00	0.00	8,024.97	0.00	8,024.97
		$ $ 1,867,341.16		**$ $ 6,318,628.38**		**$**	**$ $ 4,167,779.66**		**$**
		35,254,723.34		**40,038,787.98**		**39,513,299.25**	**35,780,212.07**		**31,612,432.41**
Fund:	**002**								
002-0000	BOND RETIREMENT	4,587,293.56	0.00	2,848,412.13	0.00	4,615,357.50	2,820,348.19	0.00	2,820,348.19
		$ 4,587,293.56	**$ 0.00**	**$ 2,848,412.13**	**$ 0.00**	**$ 4,615,357.50**	**$ 2,820,348.19**	**$ 0.00**	**$ 2,820,348.19**
Fund:	**003**								
003-0000	PERMANENT IMPROVEMENT	4,816,921.36	1,500.00	1,233,868.28	118,771.10	1,004,832.78	5,045,956.86	318,835.29	4,727,121.57
		$ 4,816,921.36	**$ 1,500.00**	**$ 1,233,868.28**	**$ 118,771.10**	**$ 1,004,832.78**	**$ 5,045,956.86**	**$ 318,835.29**	**$ 4,727,121.57**
Fund:	**004**								
004-9019	BUILDING FUND 2019	4,545,025.57	0.00	0.00	12,994.80	1,711,744.81	2,833,280.76	893,306.85	1,939,973.91
		$ 4,545,025.57	**$ 0.00**	**$ 0.00**	**$ 12,994.80**	**$ 1,711,744.81**	**$ 2,833,280.76**	**$ 893,306.85**	**$ 1,939,973.91**
Fund:	**006**								
006-0000	FOOD SERVICES	1,386,464.33	197,828.94	1,099,882.41	177,850.69	1,130,433.85	1,355,912.89	624,761.03	731,151.86
		$ 1,386,464.33	**$ 197,828.94**	**$ 1,099,882.41**	**$ 177,850.69**	**$ 1,130,433.85**	**$ 1,355,912.89**	**$ 624,761.03**	**$ 731,151.86**
Fund:	**007**								
007-0000	INSURANCE FUND	27,303.77	0.00	0.00	0.00	0.00	27,303.77	0.00	27,303.77
007-9003	DELAWARE FOUNDATION	357,648.14	0.00	0.00	4,437.03	5,905.38	351,742.76	682.97	351,059.79
007-9025	DR CHENOWETH SCHOLARSHIP FUND	5,866.42	500.00	506.36	0.00	0.00	6,372.78	0.00	6,372.78
007-9027	COMMUNITY SUPPORT FUND (RCH BANK,ROTARY,ETC)	29,362.33	525.00	1,508.00	0.00	0.00	30,870.33	0.00	30,870.33
007-9028	PACER PANTRY FRC SUPPORT FUND	3,014.39	0.00	0.00	0.00	0.00	3,014.39	0.00	3,014.39
007-9029	WASHINGTON DC SUPPORT FUND	13,198.90	0.00	0.00	0.00	0.00	13,198.90	0.00	13,198.90
007-9040	AWS - SUPPORT FUND	2,085.73	0.00	0.00	0.00	231.36	1,854.37	0.00	1,854.37
007-9041	MISC LOCAL GRANT SUPPORT FUND	0.00	0.00	10,000.00	9,990.00	9,990.00	10.00	0.00	10.00
007-9042	MISC LOCAL GRANT SUPPORT FUND	0.00	0.00	2,170.00	0.00	0.00	2,170.00	0.00	2,170.00
007-9043	MISC LOCAL GRANT FUND SUPPORT	0.00	500.00	1,000.00	0.00	0.00	1,000.00	500.00	500.00
007-9225	HELEN WALKER SCHOLARSHIP FUND	2,304.47	0.00	2.73	0.00	0.00	2,307.20	0.00	2,307.20
007-9310	SCHOLARSHIP FOR CONGER SCHOOL STUDENTS	1,070.95	0.00	1.27	0.00	0.00	1,072.22	0.00	1,072.22
		$ 441,855.10	**$ 1,525.00**	**$ 15,188.36**	**$ 14,427.03**	**$ 16,126.74**	**$ 440,916.72**	**$ 1,182.97**	**$ 439,733.75**
Fund:	**008**								
008-9001	BIRDSELL TRUST FUND	3,770.18	0.00	4.47	0.00	0.00	3,774.65	0.00	3,774.65

DELAWARE CITY SD DELAWARE

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
008-9002	BAUEREIS TRUST FUND	$ 5,299.14	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 5,299.14	$ 0.00	$ 5,299.14
008-9003	G. CRISWELL BAND FUND INVESTMENTS	551.56	0.00	0.65	0.00	0.00	552.21	0.00	552.21
008-9004	LAND GRANT FUND	3,395.82	0.00	4.03	0.00	0.00	3,399.85	0.00	3,399.85
008-9005	DAVID R. SMITH LIBRARY FUND	2,236.90	0.00	2.65	0.00	0.00	2,239.55	0.00	2,239.55
008-9006	ADAM BRENT KUNKEL TRUST FUND	36,551.94	0.00	43.33	0.00	0.00	36,595.27	0.00	36,595.27
008-9007	ESTHER JO & RUSSELL KING MEMORIAL FUND	11,224.71	0.00	13.31	0.00	0.00	11,238.02	0.00	11,238.02
008-9012	CHARLES H. JONES MEMORIAL TRUST	5,386.86	0.00	6.39	0.00	0.00	5,393.25	0.00	5,393.25
008-9014	TWILA YATES SCHOLARSHIP FUND	5,289.10	0.00	6.27	0.00	0.00	5,295.37	0.00	5,295.37
008-9015	SPECIAL EDUCATION - SCHOLARSHIPS	298.45	0.00	0.00	0.00	0.00	298.45	0.00	298.45
		$ 74,004.66	**$ 0.00**	**$ 81.10**	**$ 0.00**	**$ 0.00**	**$ 74,085.76**	**$ 0.00**	**$ 74,085.76**
Fund:	**018**								
018-900A	HAYES - SOCIAL FUND	329.74	0.00	100.00	0.00	676.00	(246.26)	620.00	(866.26)
018-902A	WILLIS - SOCIAL FUND	2,420.58	0.00	447.36	115.92	231.41	2,636.53	1,448.60	1,187.93
018-903A	CARLISLE - SOCIAL FUND	1,712.48	0.00	0.00	0.00	134.78	1,577.70	448.02	1,129.68
018-906A	WOODWARD - SOCIAL FUND	218.44	0.00	0.00	0.00	0.00	218.44	0.00	218.44
018-907A	SCHULTZ - SOCIAL FUND	2,673.75	433.05	433.05	0.00	0.00	3,106.80	0.00	3,106.80
018-909W	DISTRICT WELLNESS	10,653.76	0.00	0.00	489.00	8,173.00	2,480.76	599.05	1,881.71
018-910A	PRINCIPALS GENERAL - HAYES	8,132.83	0.00	5,193.83	786.32	10,588.29	2,738.37	626.52	2,111.85
018-910M	HAYES LMC - MEDIA CENTER	8,445.91	16.99	473.77	74.53	896.94	8,022.74	1,453.06	6,569.68
018-911A	HAYES - PSAT AND AP FEE ACCOUNT	13,483.02	1,957.00	20,714.00	0.00	2,581.06	31,615.96	37,418.94	(5,802.98)
018-921A	DEMPSEY - SOCIAL FUND	647.49	0.00	214.00	41.20	621.19	240.30	938.81	(698.51)
018-931B	PRINCIPAL'S FUND - DEMPSEY M.S.	7,917.87	0.00	5,371.50	1,052.18	1,355.08	11,934.29	8,781.92	3,152.37
018-931F	PRINCIPALS GENERAL - CARLISLE	7,587.35	2,116.65	14,229.00	37.03	356.37	21,459.98	1,772.68	19,687.30
018-941F	PRINCIPALS GENERAL - CONGER	14,886.09	1,602.12	4,457.27	1,320.14	3,690.79	15,652.57	289.88	15,362.69
018-951F	PRINCIPALS GENERAL - SMITH	2,127.46	1,215.91	4,020.32	713.51	928.11	5,219.67	1,318.89	3,900.78
018-961F	PRINCIPALS GENERAL - WOODWARD	22,973.96	0.00	1,466.35	504.03	1,391.39	23,048.92	4,608.61	18,440.31
018-971F	PRINCIPALS GENERAL - SCHULTZ	62,041.41	2,682.29	5,059.27	0.00	0.00	67,100.68	1,100.00	66,000.68
018-981T	ENRICHMENT ACTIVITY PACERSPACE FUND	3,354.70	590.00	1,665.40	1,334.28	6,092.38	(1,072.28)	6.64	(1,078.92)
018-991T	TECHNOLOGY PROTECTION FUND - DISTRICT	86,195.86	(16,292.00)	35,193.00	1,271.80	24,009.40	97,379.46	5,733.75	91,645.71
		$ 255,802.70	**$ (5,677.99)**	**$ 99,038.12**	**$ 7,739.94**	**$ 61,726.19**	**$ 293,114.63**	**$ 67,165.37**	**$ 225,949.26**

DELAWARE CITY SD DELAWARE

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
Fund:	**019**								
019-9001	OSLN STEM CLASSROOM GRANT 2022	$ 0.32	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.32	$ 0.00	$ 0.32
		$ 0.32	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.32**	**$ 0.00**	**$ 0.32**
Fund:	**020**								
020-9089	SCHOOL AGE CHILD CARE - TUITION	1,051,015.97	18.18	120,431.17	0.00	237,113.61	934,333.53	14,968.75	919,364.78
020-9898	BUS MAINTENANCE SERVICES	1,645.89	0.00	0.00	0.00	0.00	1,645.89	0.00	1,645.89
		$ 1,052,661.86	**$ 18.18**	**$ 120,431.17**	**$ 0.00**	**$ 237,113.61**	**$ 935,979.42**	**$ 14,968.75**	**$ 921,010.67**
Fund:	**022**								
022-911T	OHSAA TOURNAMENTS	8,726.81	0.00	1,855.00	0.00	1,840.67	8,741.14	2.71	8,738.43
		$ 8,726.81	**$ 0.00**	**$ 1,855.00**	**$ 0.00**	**$ 1,840.67**	**$ 8,741.14**	**$ 2.71**	**$ 8,738.43**
Fund:	**024**								
024-0000	EMPLOYEE BENEFITS SELF-INSURANCE	3,770,269.83	1,044,392.20	6,511,601.54	1,217,129.83	6,032,780.63	4,249,090.74	406,634.33	3,842,456.41
		$ 3,770,269.83	**$ 1,044,392.20**	**$ 6,511,601.54**	**$ 1,217,129.83**	**$ 6,032,780.63**	**$ 4,249,090.74**	**$ 406,634.33**	**$ 3,842,456.41**
Fund:	**070**								
070-0000	CAPITAL PROJECTS	496,412.50	0.00	0.00	0.00	0.00	496,412.50	0.00	496,412.50
		$ 496,412.50	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 496,412.50**	**$ 0.00**	**$ 496,412.50**
Fund:	**200**								
200-911A	AEROSPACE EDUCATION	14,445.49	75.00	300.00	1,099.57	1,402.89	13,342.60	7,717.11	5,625.49
200-911I	DELHI	20,141.44	0.00	65.00	0.00	437.57	19,768.87	5,062.43	14,706.44
200-914I	MODERN MUSIC MASTERS	8,588.33	0.00	2,669.25	104.27	2,434.85	8,822.73	11,918.03	(3,095.30)
200-915A	KEY CLUB	672.42	0.00	0.00	0.00	0.00	672.42	0.00	672.42
200-915B	SPANISH CLUB	842.05	0.00	0.00	0.00	0.00	842.05	0.00	842.05
200-915D	FRENCH CLUB - HAYES	861.54	0.00	0.00	0.00	0.00	861.54	0.00	861.54
200-916A	SKI AND SNOWBOARD CLUB - HAYES	1,002.16	119.00	179.00	0.00	0.00	1,181.16	400.00	781.16
200-916D	CHESS CLUB - HAYES	9.23	0.00	0.00	0.00	0.00	9.23	0.00	9.23
200-916E	HOMEMAKERS OF AMERICA	7.50	0.00	0.00	0.00	0.00	7.50	0.00	7.50
200-916G	ART CLUB	323.97	0.00	0.00	0.00	0.00	323.97	0.00	323.97
200-916H	JOG CAREER ASSOCIATION	26.51	0.00	0.00	0.00	0.00	26.51	0.00	26.51
200-916K	IN-THE-KNOW	372.56	0.00	0.00	0.00	0.00	372.56	0.00	372.56
200-916M	MOCK TRIAL - HAYES	47.70	0.00	770.00	170.00	365.00	452.70	0.00	452.70
200-917C	AFRICAN AMERICAN STUDENT COALITION	79.25	0.00	0.00	0.00	0.00	79.25	0.00	79.25
200-917F	STUDENT COUNCIL	40,338.33	0.00	15,016.00	(10.58)	6,204.39	49,149.94	13,635.61	35,514.33
200-917G	NATIONAL HONOR SOCIETY	9,240.34	215.00	2,633.00	117.78	117.78	11,755.56	1,382.22	10,373.34
200-917I	TALISMAN	5,695.50	0.00	13,602.00	3,832.48	15,125.53	4,171.97	11,808.87	(7,636.90)
200-918C	THESPIANS	28,191.37	6,379.24	6,469.24	9,424.60	12,329.46	22,331.15	39,124.54	(16,793.39)
200-919B	D-TOWN - HAYES	584.81	0.00	0.00	0.00	281.99	302.82	18.01	284.81
200-919C	BUSINESS PROFESSIONALS -	2,132.55	138.00	2,753.00	157.22	2,018.22	2,867.33	157.78	2,709.55

DELAWARE CITY SD DELAWARE

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
	BPA - HAYES								
200-919D	HOUSE RELATED - HAYES	$ 141.03	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 141.03	$ 0.00	$ 141.03
200-927A	DC TRIP - DEMPSEY	78,987.58	10,826.75	29,620.59	2,858.70	26,902.63	81,705.54	7,119.80	74,585.74
200-927C	6TH GRADE CAMP - DEMPSEY	3,745.71	3,708.25	16,237.50	0.00	36,000.00	(16,016.79)	31,000.00	(47,016.79)
200-931M	LIBRARY MEDIA - CARLISLE	4,258.81	0.00	30.95	0.00	0.00	4,289.76	0.00	4,289.76
200-941M	LIBRARY MEDIA - CONGER	6,669.90	0.00	4,188.94	0.00	4,187.26	6,671.58	812.74	5,858.84
200-951M	LIBRARY MEDIA - SMITH	1,106.76	15.99	3,150.07	0.00	3,086.28	1,170.55	0.00	1,170.55
200-960A	PUBLICATIONS - DEMPSEY MIDDLE SCHOOL	10,745.18	0.00	0.00	0.00	642.22	10,102.96	357.78	9,745.18
200-961B	FIELD TRIPS - DEMPSEY	13,830.88	20.00	318.00	0.00	312.00	13,836.88	4,688.00	9,148.88
200-961M	LIBRARY MEDIA - DEMPSEY M.S.	2,538.33	(18.99)	8.99	0.00	0.00	2,547.32	0.00	2,547.32
200-962C	DEMPSEY M.S. STRINGS	29,849.12	40.00	11,606.09	453.82	6,025.57	35,429.64	10,057.09	25,372.55
200-963A	STUDENT COUNCIL - DEMPSEY	4,370.30	0.00	2,456.98	2,069.56	6,382.63	444.65	8,278.32	(7,833.67)
200-964A	CHORUS - DEMPSEY MIDDLE SCHOOL	11,765.92	56.00	9,787.05	619.76	4,910.25	16,642.72	1,889.75	14,752.97
200-965A	FRENCH CLUB - DEMPSEY	67.79	26.80	26.80	0.00	0.00	94.59	24.71	69.88
200-966M	LIBRARY MEDIA - WOODWARD	6,520.33	0.00	3,063.55	0.00	2,512.27	7,071.61	0.00	7,071.61
200-967A	SPANISH CLUB - DEMPSEY	82.56	0.00	0.00	54.04	78.02	4.54	120.98	(116.44)
200-967B	DRAMA CLUB - DEMPSEY	25,192.24	400.00	6,176.58	2,179.97	18,209.31	13,159.51	14,077.06	(917.55)
200-971M	LIBRARY MEDIA - SCHULTZ	318.71	0.00	0.00	0.00	0.00	318.71	0.00	318.71
		$ 333,794.20	**$ 22,001.04**	**$ 131,128.58**	**$ 23,131.19**	**$ 149,966.12**	**$ 314,956.66**	**$ 169,650.83**	**$ 145,305.83**
Fund:	**300**								
300-901C	ATHLETIC SPONSORSHIP	(1,700.85)	0.00	0.00	0.00	0.00	(1,700.85)	0.00	(1,700.85)
300-902B	HAYES ORCHESTRA	17,766.47	199.50	5,081.00	953.00	7,106.14	15,741.33	6,309.90	9,431.43
300-910B	BAND UNIFORM FUND	3,621.75	0.00	0.00	1,227.25	3,570.90	50.85	1,572.75	(1,521.90)
300-911C	ATHLETICS	140,782.90	12,996.00	109,392.00	18,788.65	111,584.18	138,590.72	31,599.42	106,991.30
300-912D	HAYES BAND FUND	12,237.79	0.00	23,963.98	0.00	26,379.85	9,821.92	7,980.14	1,841.78
300-913A	CHEERLEADING	9.81	0.00	0.00	0.00	0.00	9.81	0.00	9.81
300-913C	TRACK/ CROSS COUNTRY	0.19	0.00	0.00	0.00	0.00	0.19	0.00	0.19
300-914C	BOYS SOCCER	93.15	0.00	0.00	0.00	0.00	93.15	0.00	93.15
300-914D	GIRLS SOCCER	41.68	0.00	0.00	0.00	0.00	41.68	0.00	41.68
300-915C	DELAWARE GIRLS BASKETBALL	80.00	0.00	0.00	0.00	0.00	80.00	0.00	80.00
300-916D	CADENCE CLUB - BAND/GUARD FUNDRAISING	1,346.69	0.00	16,739.98	1,254.46	1,254.46	16,832.21	0.00	16,832.21
300-916F	BAND FOREVER FUND - CADENCE CLUB	2,868.28	0.00	0.00	0.00	0.00	2,868.28	0.00	2,868.28
300-917C	SWIMMING/DIVING - PARTENT GROUP	3,629.81	0.00	1,500.00	0.00	0.00	5,129.81	0.00	5,129.81
300-919C	BOWLING	27.50	0.00	0.00	0.00	0.00	27.50	0.00	27.50
300-921C	MIDDLE SCHOOL ATHLETICS	69,774.94	2,813.00	17,731.95	675.00	8,435.32	79,071.57	14,348.03	64,723.54

DELAWARE CITY SD DELAWARE

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
300-930A	BAND - DEMPSEY MIDDLE SCHOOL	$ 5,135.77	$ 202.00	$ 9,121.80	$ 0.00	$ 4,213.05	$ 10,044.52	$ 2,752.05	$ 7,292.47
300-930C	DEMPSEY CHEERLEADING	172.37	0.00	0.00	0.00	0.00	172.37	0.00	172.37
300-930M	DEMPSEY PLUS	1,790.21	0.00	624.00	0.00	1,039.11	1,375.10	1,160.89	214.21
300-972A	SCHULTZ PTO FUND	423.45	0.00	0.00	0.00	0.00	423.45	0.00	423.45
300-975A	SMITH PTO FUND	739.02	0.00	0.00	0.00	0.00	739.02	0.00	739.02
300-975B	SMITH PTO ART AUCTION FUND	16,038.23	0.00	0.00	5,186.66	6,751.66	9,286.57	13.34	9,273.23
300-976A	WOODWARD PTO FUND	9,133.87	0.00	0.00	0.00	2,812.58	6,321.29	5,368.22	953.07
		$ 284,013.03	**$ 16,210.50**	**$ 184,154.71**	**$ 28,085.02**	**$ 173,147.25**	**$ 295,020.49**	**$ 71,104.74**	**$ 223,915.75**
Fund:	**401**								
401-9324	AUXILIARY SERVICES - ST. MARY FY 2024	10,977.77	0.00	0.00	0.00	10,977.77	0.00	0.00	0.00
401-9325	AUXILIARY SERVICES - ST. MARY FY 2025	10,092.63	0.00	0.00	0.00	9,889.30	203.33	0.00	203.33
401-9524	AUXILIARY SERVICES - GRACE COMM. FY 2024	73.88	0.00	0.00	0.00	0.00	73.88	73.88	0.00
401-9525	AUXILIARY SERVICES - GRACE COMM. FY 2025	15,036.61	0.00	0.00	0.00	14,015.80	1,020.81	0.00	1,020.81
401-9526	AUXILIARY SERVICES	0.00	0.00	43,266.80	0.00	8,265.29	35,001.51	16,112.27	18,889.24
		$ 36,180.89	**$ 0.00**	**$ 43,266.80**	**$ 0.00**	**$ 43,148.16**	**$ 36,299.53**	**$ 16,186.15**	**$ 20,113.38**
Fund:	**451**								
451-9226	DATA COMMUNICATION FUND	0.00	0.00	7,000.00	0.00	0.00	7,000.00	0.00	7,000.00
		$ 0.00	**$ 0.00**	**$ 7,000.00**	**$ 0.00**	**$ 0.00**	**$ 7,000.00**	**$ 0.00**	**$ 7,000.00**
Fund:	**499**								
499-9225	OHIO ENVIRONMENTAL EDUCATION FUND (OEEF) GRANT	19,640.70	0.00	0.00	975.13	6,055.16	13,585.54	9,307.84	4,277.70
499-9235	STATE AG SCHOOL SAFETY GRANT FY 2025	64,539.07	0.00	0.00	0.00	64,539.07	0.00	0.00	0.00
499-9425	OHIO CAREER TECHNICAL EDUCATIONAL EQUIPMENT GRANT	(80,410.18)	0.00	396,958.01	2,352.36	382,075.87	(65,528.04)	15,532.33	(81,060.37)
		$ 3,769.59	**$ 0.00**	**$ 396,958.01**	**$ 3,327.49**	**$ 452,670.10**	**$ (51,942.50)**	**$ 24,840.17**	**$ (76,782.67)**
Fund:	**509**								
509-9625	WOODWARD 21ST CENTURY GRANT FY 2025	(13,724.11)	0.00	31,862.69	0.00	18,138.58	0.00	0.00	0.00
509-9626	TITLE IV PART B 21ST CENTURY LEARNING CENTERS	0.00	0.00	0.00	1,991.15	14,302.99	(14,302.99)	5,000.50	(19,303.49)
		$ (13,724.11)	**$ 0.00**	**$ 31,862.69**	**$ 1,991.15**	**$ 32,441.57**	**$ (14,302.99)**	**$ 5,000.50**	**$ (19,303.49)**
Fund:	**516**								
516-9225	IDEA PART VI-B - FY 2025	(73,107.33)	0.00	301,671.37	0.00	228,564.04	0.00	0.00	0.00
516-9226	IDEA PART B GRANTS	0.00	0.00	0.00	118,279.84	472,840.00	(472,840.00)	0.00	(472,840.00)
		$ (73,107.33)	**$ 0.00**	**$ 301,671.37**	**$ 118,279.84**	**$ 701,404.04**	**$ (472,840.00)**	**$ 0.00**	**$ (472,840.00)**

DELAWARE CITY SD DELAWARE

Cash Summary Report

Full Account Code	Description	Initial Cash	MTD Received	FYTD Received	MTD Expended	FYTD Expended	Fund Balance	Encumbrance	Unencumbered Balance
Fund:	**551**								
551-9225	TITLE III - FY 2025	$ (2,087.06)	$ 0.00	$ 7,404.46	$ 0.00	$ 5,317.40	$ 0.00	$ 0.00	$ 0.00
551-9226	TITLE III - LANGUAGE INSTRUCTION FOR ENGLISH LEARNERS AND IMMIGRANT STUDENTS	0.00	0.00	0.00	2,055.30	9,690.46	(9,690.46)	617.22	(10,307.68)
		$ (2,087.06)	**$ 0.00**	**$ 7,404.46**	**$ 2,055.30**	**$ 15,007.86**	**$ (9,690.46)**	**$ 617.22**	**$ (10,307.68)**
Fund:	**572**								
572-9224	TITLE I - FY 2024	(20.99)	0.00	0.00	0.00	(20.99)	0.00	0.00	0.00
572-9225	TITLE I - FY 2025	(29,355.80)	0.00	133,510.70	0.00	119,068.09	(14,913.19)	0.00	(14,913.19)
572-9226	TITLE I DISADVANTAGED CHILDREN	0.00	14,913.19	14,913.19	56,241.44	226,938.96	(212,025.77)	0.00	(212,025.77)
		$ (29,376.79)	**$ 14,913.19**	**$ 148,423.89**	**$ 56,241.44**	**$ 345,986.06**	**$ (226,938.96)**	**$ 0.00**	**$ (226,938.96)**
Fund:	**584**								
584-9226	TITLE IV, PART A, STUDENT SUPPORT AND ACADEMIC ENRICHMENT PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00	39,023.01	(39,023.01)
		$ 0.00	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 39,023.01**	**$ (39,023.01)**
Fund:	**587**								
587-9225	PRESCHOOL W. DISABILITIES - FY 2025	(2,383.06)	0.00	10,886.70	0.00	8,503.64	0.00	0.00	0.00
587-9226	IDEA PART B, SPECIAL EDUCATION, ASSISTANCE FOR ALL CHILDREN WITH DISABILITIES AGES 3-5	0.00	0.00	0.00	4,412.04	17,653.36	(17,653.36)	0.00	(17,653.36)
		$ (2,383.06)	**$ 0.00**	**$ 10,886.70**	**$ 4,412.04**	**$ 26,157.00**	**$ (17,653.36)**	**$ 0.00**	**$ (17,653.36)**
Fund:	**590**								
590-9225	TITLE II-A SUPPORTING EFFECTIVE INSTRUCTION FY2025	(54,419.73)	0.00	80,542.84	0.00	32,073.11	(5,950.00)	360.00	(6,310.00)
590-9226	IMPROVING TEACHER QUALITY	0.00	5,950.00	5,950.00	16,092.75	35,553.14	(29,603.14)	43,024.96	(72,628.10)
		$ (54,419.73)	**$ 5,950.00**	**$ 86,492.84**	**$ 16,092.75**	**$ 67,626.25**	**$ (35,553.14)**	**$ 43,384.96**	**$ (78,938.10)**
Fund:	**599**								
599-9321	LSTA LIBRARY GRANT	0.15	0.00	0.00	0.00	0.15	0.00	0.00	0.00
		$ 0.15	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.15**	**$ 0.00**	**$ 0.00**	**$ 0.00**
Grand Total		**$ 57,172,821.72**	**$ $ 3,166,002.22**	**$ 53,318,396.14**	**$ $ 8,121,157.99**	**$ 56,332,810.59**	**$ 54,158,407.27**	**$ $ 6,864,444.54**	**$ 47,293,962.73**

DELAWARE CITY SD DELAWARE

Disbursement Summary Report

Reference Number	Check Number	Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
49859	0	ACCOUNTS_PAYABLE	12/5/2025	DCS Medicare/FICA	902144	RECONCILED	12/31/2025		$ 28,486.39
49860	0	ACCOUNTS_PAYABLE	12/5/2025	STATE TEACHERS RETIREMENT	902030	RECONCILED	12/31/2025		21,568.27
49861	0	ACCOUNTS_PAYABLE	12/5/2025	SCHOOL EMPLOYEES RETIREMENT	910882	RECONCILED	12/31/2025		4,317.13
49862	0	ACCOUNTS_PAYABLE	12/5/2025	RICHWOOD BANK	921570	RECONCILED	12/31/2025		412.50
49863	0	PAYROLL	12/5/2025	DELAWARE CITY SD DELAWARE		RECONCILED	12/31/2025		2,102,008.98
49939	0	ACCOUNTS_PAYABLE	12/9/2025	ARGENT INSTITUTIONAL TRUST COMPANY	921608	VOID		12/9/2025	163,218.75
49969	0	ACCOUNTS_PAYABLE	12/31/2025	SCHOOL EMPLOYEES RETIREMENT SYSTEM	921606	RECONCILED	12/31/2025		970.20
49970	0	ACCOUNTS_PAYABLE	12/31/2025	STATE TEACHERS RETIREMENT SYSTEM	921607	RECONCILED	12/31/2025		1,417.42
49971	0	ACCOUNTS_PAYABLE	12/19/2025	SCHOOL EMPLOYEES RETIREMENT	910882	RECONCILED	12/31/2025		4,317.13
49972	0	ACCOUNTS_PAYABLE	12/19/2025	DCS Medicare/FICA	902144	RECONCILED	12/31/2025		28,652.60
49973	0	ACCOUNTS_PAYABLE	12/19/2025	STATE TEACHERS RETIREMENT	902030	RECONCILED	12/31/2025		21,426.23
49974	0	ACCOUNTS_PAYABLE	12/19/2025	RICHWOOD BANK	921570	RECONCILED	12/31/2025		3,666.66
49975	0	PAYROLL	12/19/2025	DELAWARE CITY SD DELAWARE		RECONCILED	12/31/2025		2,108,344.54
49980	0	ACCOUNTS_PAYABLE	12/31/2025	DELAWARE CITY SCHOOLS	921574	RECONCILED	12/31/2025		843,469.88
50042	0	ACCOUNTS_PAYABLE	12/31/2025	FOUNDATION RETIREMENT	900000	RECONCILED	12/31/2025		626,458.00
50044	0	ACCOUNTS_PAYABLE	12/17/2025	PNC - PROCUREMENT CARD	900033	RECONCILED	12/31/2025		17,549.40
50103	0	ACCOUNTS_PAYABLE	12/30/2025	QUADIENT LEASING, INC	921585	RECONCILED	12/31/2025		508.56
50104	0	ACCOUNTS_PAYABLE	12/31/2025	PAYSCHOOLS	921586	RECONCILED	12/31/2025		315.37
50105	0	ACCOUNTS_PAYABLE	12/31/2025	GORDON FOOD SERVICE	900029	RECONCILED	12/31/2025		66,984.91
50202	0	ACCOUNTS_PAYABLE	12/31/2025	RICHWOOD BANK - HRA ACCT	921577	RECONCILED	12/31/2025		3,697.94
50203	0	ACCOUNTS_PAYABLE	12/31/2025	FLEXBANK, INC	921578	RECONCILED	12/31/2025		1,000.00

DELAWARE CITY SD DELAWARE

Disbursement Summary Report

Reference Number	Check Number	Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
50204	0	ACCOUNTS_PAYABLE	12/31/2025	MEEDER INVESTMENT MANAGEMENT	900030	RECONCILED	12/31/2025		$ 2,485.70
50205	0	ACCOUNTS_PAYABLE	12/31/2025	US BANK	921552	RECONCILED	12/31/2025		193.60
50206	0	ACCOUNTS_PAYABLE	12/12/2025	AMERICAN EXPRESS	921551	RECONCILED	12/31/2025		59,615.73
50212	0	ACCOUNTS_PAYABLE	12/11/2025	PNC - PROCUREMENT CARD	900033	RECONCILED	12/31/2025		24,358.47
50311	0	ACCOUNTS_PAYABLE	12/31/2025	DELAWARE CITY SCHOOLS - UHC	921579	RECONCILED	12/31/2025		14,752.61
50312	0	ACCOUNTS_PAYABLE	12/31/2025	DELAWARE CITY SCHOOLS	921575	RECONCILED	12/31/2025		1,367,880.98
49865	209754	ACCOUNTS_PAYABLE	12/3/2025	OASBO	11866	RECONCILED	12/31/2025		150.00
49866	209755	REFUND	12/5/2025	LILLIAN WEBER	31343	RECONCILED	12/31/2025		25.00
49867	209756	REFUND	12/5/2025	MELANIE THORNTON	27942	RECONCILED	12/31/2025		132.90
49868	209757	REFUND	12/5/2025	SHAKEYTHA HINTERGARDT	31344	RECONCILED	12/31/2025		175.00
49869	209758	REFUND	12/5/2025	JULIE WAGNER	29282	OUTSTANDING			18.99
49871	209759	ACCOUNTS_PAYABLE	12/5/2025	FRONTIER	24612	RECONCILED	12/31/2025		7,170.85
49870	209760	ACCOUNTS_PAYABLE	12/5/2025	BOB SUMEREL TIRE CO., INC.	31140	RECONCILED	12/31/2025		4,618.76
49873	209761	ACCOUNTS_PAYABLE	12/8/2025	OHIO CENTER FOR LAW RELATED ED	23060	RECONCILED	12/31/2025		195.00
49874	209762	ACCOUNTS_PAYABLE	12/8/2025	B & H PHOTO VIDEO	25506	RECONCILED	12/31/2025		40.50
49903	209763	ACCOUNTS_PAYABLE	12/9/2025	ABSOLUTE IMPRESSIONS, INC.	22972	RECONCILED	12/31/2025		256.00
49880	209764	ACCOUNTS_PAYABLE	12/9/2025	APEX AWARDS	30854	RECONCILED	12/31/2025		203.55
49910	209765	ACCOUNTS_PAYABLE	12/9/2025	ATHENS HIGH SCHOOL	21921	RECONCILED	12/31/2025		510.00
49898	209766	ACCOUNTS_PAYABLE	12/9/2025	CARDINAL BUS SALES	17459	RECONCILED	12/31/2025		6,591.72
49902	209767	ACCOUNTS_PAYABLE	12/9/2025	CENTRAL OHIO YOUTH CENTER	6427	RECONCILED	12/31/2025		6,440.00
49893	209768	ACCOUNTS_PAYABLE	12/9/2025	COLUMBUS CITY SCHOOLS	20502	RECONCILED	12/31/2025		300.00
49912	209769	ACCOUNTS_PAYABLE	12/9/2025	DELAWARE CITY SCHOOLS	5000	RECONCILED	12/31/2025		85.50
49892	209770	ACCOUNTS_PAYABLE	12/9/2025	DELAWARE COUNTY DIESEL REPAIR, LLC	30892	RECONCILED	12/31/2025		2,692.80

DELAWARE CITY SD DELAWARE

Disbursement Summary Report

Reference Number	Check Number	Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
49894	209771	ACCOUNTS_PAYABLE	12/9/2025	DISTRICT 11 BKB COACHES ASSOC.	23649	RECONCILED	12/31/2025		$ 100.00
49926	209772	ACCOUNTS_PAYABLE	12/9/2025	DUBLIN JEROME HIGH SCHOOL	29128	RECONCILED	12/31/2025		200.00
49916	209773	ACCOUNTS_PAYABLE	12/9/2025	ESC OF CENTRAL OHIO	26726	RECONCILED	12/31/2025		668.51
49899	209774	ACCOUNTS_PAYABLE	12/9/2025	FINDLAY HIGH SCHOOL	30576	RECONCILED	12/31/2025		550.00
49909	209775	ACCOUNTS_PAYABLE	12/9/2025	GANDEE & ASSOCIATES, INC	2610	RECONCILED	12/31/2025		1,935.00
49904	209776	ACCOUNTS_PAYABLE	12/9/2025	INTERPRETINGPLUS LLC	29308	RECONCILED	12/31/2025		372.00
49889	209777	ACCOUNTS_PAYABLE	12/9/2025	KERRY FLEMING	30604	RECONCILED	12/31/2025		225.00
49921	209778	ACCOUNTS_PAYABLE	12/9/2025	KIMBALL MIDWEST	19966	RECONCILED	12/31/2025		247.09
49907	209779	ACCOUNTS_PAYABLE	12/9/2025	LEARNWELL EDUCATION	30317	RECONCILED	12/31/2025		213.48
49919	209780	ACCOUNTS_PAYABLE	12/9/2025	MICHELE BROCKETT	20817	RECONCILED	12/31/2025		80.36
49901	209781	ACCOUNTS_PAYABLE	12/9/2025	NAPA AUTO PARTS	10981	RECONCILED	12/31/2025		2,915.69
49928	209782	ACCOUNTS_PAYABLE	12/9/2025	OAPSA TREASURER	16665	OUTSTANDING			300.00
49882	209783	ACCOUNTS_PAYABLE	12/9/2025	OHIO HIGH SCHOOL BASKETBALL	7061	RECONCILED	12/31/2025		250.00
49925	209784	ACCOUNTS_PAYABLE	12/9/2025	OHIO SCHOLAR TRANSPORT LLC	31201	RECONCILED	12/31/2025		13,494.50
49884	209785	ACCOUNTS_PAYABLE	12/9/2025	PERA SERVICES, INC.	29409	RECONCILED	12/31/2025		500.00
49878	209786	ACCOUNTS_PAYABLE	12/9/2025	REACH EDUCATIONAL SERVICES	27791	RECONCILED	12/31/2025		29,988.00
49879	209787	ACCOUNTS_PAYABLE	12/9/2025	SCHILLING PROPANE SERVICE	27908	RECONCILED	12/31/2025		19,351.20
49933	209788	ACCOUNTS_PAYABLE	12/9/2025	SCHOOL PRIDE	22056	RECONCILED	12/31/2025		15.00
49886	209789	ACCOUNTS_PAYABLE	12/9/2025	STANTON'S SHEET MUSIC	310	RECONCILED	12/31/2025		417.62
49908	209790	ACCOUNTS_PAYABLE	12/9/2025	TRISTAR TRANSPORTATION	17450	RECONCILED	12/31/2025		3,869.22
49881	209791	ACCOUNTS_PAYABLE	12/9/2025	TRUCKPRO INC.	17351	RECONCILED	12/31/2025		2,692.76
49924	209792	ACCOUNTS_PAYABLE	12/9/2025	VERITY ENTERPRISES, LTD.	18113	RECONCILED	12/31/2025		10,214.78

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49890	209793	ACCOUNTS_PAYABLE	12/9/2025	WALTZ BUSINESS SOLUTIONS	31229	OUTSTANDING			$ 12,994.80
49927	209794	ACCOUNTS_PAYABLE	12/9/2025	ZEP	7576	RECONCILED	12/31/2025		1,125.26
49918	209795	ACCOUNTS_PAYABLE	12/9/2025	ALERT LOCK & SECURITY	803230	RECONCILED	12/31/2025		545.00
49915	209796	ACCOUNTS_PAYABLE	12/9/2025	ARTINA PROMOTIONAL PRODUCTS	803423	RECONCILED	12/31/2025		1,086.85
49922	209797	ACCOUNTS_PAYABLE	12/9/2025	ASSIST SERVICES, LLC	30453	RECONCILED	12/31/2025		7,620.50
49923	209798	ACCOUNTS_PAYABLE	12/9/2025	BRIDGEWAY ACADEMY	30953	RECONCILED	12/31/2025		4,604.00
49905	209799	ACCOUNTS_PAYABLE	12/9/2025	CHRISTA BARNETT	29510	RECONCILED	12/31/2025		4.20
49897	209800	ACCOUNTS_PAYABLE	12/9/2025	COLUMBUS CLIMATE CONTROLS	30769	OUTSTANDING			1,274.07
49929	209801	ACCOUNTS_PAYABLE	12/9/2025	DEAF SERVICES CENTER, INC.	19082	RECONCILED	12/31/2025		3,637.50
49920	209802	ACCOUNTS_PAYABLE	12/9/2025	EXPERT FENCE LLC	31328	OUTSTANDING			1,900.00
49931	209803	ACCOUNTS_PAYABLE	12/9/2025	GENESIS BUILDING SYSTEMS, LTD	31122	RECONCILED	12/31/2025		405.00
49876	209804	ACCOUNTS_PAYABLE	12/9/2025	HARDWARE EXCHANGE	4203	RECONCILED	12/31/2025		385.17
49888	209805	ACCOUNTS_PAYABLE	12/9/2025	HAYES REFRIGERATION	150	RECONCILED	12/31/2025		920.00
49932	209806	ACCOUNTS_PAYABLE	12/9/2025	JOHNSON CONTROLS	654	RECONCILED	12/31/2025		10,160.00
49900	209807	ACCOUNTS_PAYABLE	12/9/2025	KATHLEEN ULMER	24549	RECONCILED	12/31/2025		21.42
49906	209808	ACCOUNTS_PAYABLE	12/9/2025	LOEB ELECTRIC CO.	10450	RECONCILED	12/31/2025		427.67
49887	209809	ACCOUNTS_PAYABLE	12/9/2025	MICHEAL D. ZIMMERMAN	31341	RECONCILED	12/31/2025		9,800.00
49914	209810	ACCOUNTS_PAYABLE	12/9/2025	NEOLA OF OHIO, INC.	10387	RECONCILED	12/31/2025		500.00
49885	209811	ACCOUNTS_PAYABLE	12/9/2025	NEW STORY SCHOOLS OHIO	30579	RECONCILED	12/31/2025		17,150.00
49895	209812	ACCOUNTS_PAYABLE	12/9/2025	ORKIN	2362	RECONCILED	12/31/2025		210.00
49891	209813	ACCOUNTS_PAYABLE	12/9/2025	PONY LAWNCARE	29156	RECONCILED	12/31/2025		1,220.00
49877	209814	ACCOUNTS_PAYABLE	12/9/2025	PROPERTY WORX LLC	31108	RECONCILED	12/31/2025		33,781.98
49930	209815	ACCOUNTS_PAYABLE	12/9/2025	SHANNON HOLMES	31135	RECONCILED	12/31/2025		17.50

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49917	209816	ACCOUNTS_PAYABLE	12/9/2025	SPEER MECHANICAL	30678	RECONCILED	12/31/2025		$ 5,187.35
49911	209817	ACCOUNTS_PAYABLE	12/9/2025	STERLING PAPER	26396	RECONCILED	12/31/2025		1,516.00
49883	209818	ACCOUNTS_PAYABLE	12/9/2025	UNITED DAIRY, INC.	26829	RECONCILED	12/31/2025		3,526.81
49913	209819	ACCOUNTS_PAYABLE	12/9/2025	WORLY PLUMBING SUPPLY	340	RECONCILED	12/31/2025		141.35
49896	209820	ACCOUNTS_PAYABLE	12/9/2025	LINDSEY SCHABER	30941	RECONCILED	12/31/2025		1,570.80
49941	209821	ACCOUNTS_PAYABLE	12/10/2025	PROCARE THERAPY/NEW DIRECTION SOLUTIONS, LLC	30545	RECONCILED	12/31/2025		17,900.78
49952	209822	ACCOUNTS_PAYABLE	12/11/2025	MISTY SWANGER	16645	RECONCILED	12/31/2025		70.00
49964	209823	ACCOUNTS_PAYABLE	12/11/2025	JENNIFER RUHE	23014	RECONCILED	12/31/2025		70.00
49957	209824	ACCOUNTS_PAYABLE	12/11/2025	DANIEL BARTHA	24061	RECONCILED	12/31/2025		65.33
49942	209825	ACCOUNTS_PAYABLE	12/11/2025	JOSEPH UHER	24610	RECONCILED	12/31/2025		30.00
49954	209826	ACCOUNTS_PAYABLE	12/11/2025	ADAM HAYNES	24619	RECONCILED	12/31/2025		30.00
49947	209827	ACCOUNTS_PAYABLE	12/11/2025	JASON SHERMAN	26886	RECONCILED	12/31/2025		45.99
49946	209828	ACCOUNTS_PAYABLE	12/11/2025	LAURA HALLETT	27482	RECONCILED	12/31/2025		70.00
49962	209829	ACCOUNTS_PAYABLE	12/11/2025	STEVE GLESENKAMP	27547	RECONCILED	12/31/2025		53.45
49943	209830	ACCOUNTS_PAYABLE	12/11/2025	JACOB SHAFER	27911	RECONCILED	12/31/2025		70.00
49944	209831	ACCOUNTS_PAYABLE	12/11/2025	ANGELA MACWHINNEY	27983	RECONCILED	12/31/2025		51.47
49953	209832	ACCOUNTS_PAYABLE	12/11/2025	JILL CORWIN	28235	RECONCILED	12/31/2025		150.00
49963	209833	ACCOUNTS_PAYABLE	12/11/2025	BRITTNEY NOWLIN	28352	RECONCILED	12/31/2025		49.01
49958	209834	ACCOUNTS_PAYABLE	12/11/2025	TYRA BAISDEN	28632	RECONCILED	12/31/2025		35.00
49959	209835	ACCOUNTS_PAYABLE	12/11/2025	KRISTA KEIPPER	29103	RECONCILED	12/31/2025		47.92
49966	209836	ACCOUNTS_PAYABLE	12/11/2025	JENNIFER FRY	29207	RECONCILED	12/31/2025		55.00
49961	209837	ACCOUNTS_PAYABLE	12/11/2025	SUZANNE WILLIAMS	29335	RECONCILED	12/31/2025		49.97
49956	209838	ACCOUNTS_PAYABLE	12/11/2025	MARY KRELL	29389	RECONCILED	12/31/2025		70.00

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49955	209839	ACCOUNTS_PAYABLE	12/11/2025	JACOB LEGROS	29957	RECONCILED	12/31/2025		$ 47.70
49968	209840	ACCOUNTS_PAYABLE	12/11/2025	CHRISTINE GRIFFIN	30755	RECONCILED	12/31/2025		70.00
49948	209841	ACCOUNTS_PAYABLE	12/11/2025	TODD PERRY	30774	RECONCILED	12/31/2025		70.00
49951	209842	ACCOUNTS_PAYABLE	12/11/2025	JEAN TRIMBLE	30775	RECONCILED	12/31/2025		40.98
49945	209843	ACCOUNTS_PAYABLE	12/11/2025	LORI GROFF	31010	RECONCILED	12/31/2025		57.87
49965	209844	ACCOUNTS_PAYABLE	12/11/2025	JULIE STEWART	31011	RECONCILED	12/31/2025		70.00
49949	209845	ACCOUNTS_PAYABLE	12/11/2025	MELISSA WILLIAMSON	31044	RECONCILED	12/31/2025		70.00
49950	209846	ACCOUNTS_PAYABLE	12/11/2025	DAVID DRENNEN	31045	RECONCILED	12/31/2025		70.00
49967	209847	ACCOUNTS_PAYABLE	12/11/2025	SARAH KIRBY	31288	RECONCILED	12/31/2025		53.47
49960	209848	ACCOUNTS_PAYABLE	12/11/2025	KEITH POMEROY	31293	RECONCILED	12/31/2025		175.00
49981	209849	ACCOUNTS_PAYABLE	12/31/2025	METROPOLITAN LIFE INSURANCE CO	20213	OUTSTANDING			2,226.95
50046	209850	ACCOUNTS_PAYABLE	12/31/2025	DELTA DENTAL	17485	OUTSTANDING			56,771.09
49984	209851	ACCOUNTS_PAYABLE	12/16/2025	OFFICE CITY EXPRESS	3995	RECONCILED	12/31/2025		3,605.84
49985	209852	ACCOUNTS_PAYABLE	12/16/2025	TREASURER, STATE OF OHIO	11565	RECONCILED	12/31/2025		690.00
49982	209853	ACCOUNTS_PAYABLE	12/16/2025	HEALTHCARE BILLING SERVICE	14896	RECONCILED	12/31/2025		1,076.22
49986	209854	ACCOUNTS_PAYABLE	12/16/2025	RICH & GILLIS LAW GROUP, LLC	27280	RECONCILED	12/31/2025		1,334.02
49988	209855	ACCOUNTS_PAYABLE	12/16/2025	U.S. BANK EQUIPMENT FINANCE	27751	RECONCILED	12/31/2025		9,531.07
49983	209856	ACCOUNTS_PAYABLE	12/16/2025	Kroger Company	28239	RECONCILED	12/31/2025		1,128.14
49987	209857	ACCOUNTS_PAYABLE	12/16/2025	T-MOBILE	30526	RECONCILED	12/31/2025		1,347.60
50017	209858	ACCOUNTS_PAYABLE	12/17/2025	AG PARTS WORLDWIDE, INC.	29091	RECONCILED	12/31/2025		472.30
50041	209859	ACCOUNTS_PAYABLE	12/17/2025	ALERT LOCK & SECURITY	803230	RECONCILED	12/31/2025		279.00
49996	209860	ACCOUNTS_PAYABLE	12/17/2025	BATTERIES PLUS, LLC	22515	RECONCILED	12/31/2025		177.02
50001	209861	ACCOUNTS_PAYABLE	12/17/2025	BEAN BAG BOOKS	29160	RECONCILED	12/31/2025		378.13

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50033	209862	ACCOUNTS_PAYABLE	12/17/2025	BRIDGEWAY THERAPY CENTER	31006	RECONCILED	12/31/2025		$ 187.50
50032	209863	ACCOUNTS_PAYABLE	12/17/2025	BUCKEYE RANCH	17827	RECONCILED	12/31/2025		73,400.00
50006	209864	ACCOUNTS_PAYABLE	12/17/2025	CES	23171	RECONCILED	12/31/2025		1,174.00
49997	209865	ACCOUNTS_PAYABLE	12/17/2025	CINTAS CORPORATION #003	16639	RECONCILED	12/31/2025		1,062.88
50002	209866	ACCOUNTS_PAYABLE	12/17/2025	COCA COLA BOTTLING CO.	20260	RECONCILED	12/31/2025		1,728.92
50029	209867	ACCOUNTS_PAYABLE	12/17/2025	COLUMBUS CITY SCHOOLS	20502	RECONCILED	12/31/2025		100.00
50040	209868	ACCOUNTS_PAYABLE	12/17/2025	COLUMBUS CLIMATE CONTROLS	30769	OUTSTANDING			91.64
50000	209869	ACCOUNTS_PAYABLE	12/17/2025	CROWN CASTLE FIBER, LLC	23143	RECONCILED	12/31/2025		1,200.00
50019	209870	ACCOUNTS_PAYABLE	12/17/2025	DEAF SERVICES CENTER, INC.	19082	RECONCILED	12/31/2025		2,212.50
50013	209871	ACCOUNTS_PAYABLE	12/17/2025	DEBBIE'S COSTUME SHOP	26642	RECONCILED	12/31/2025		200.00
50027	209872	ACCOUNTS_PAYABLE	12/17/2025	DELAWARE COUNTY	26912	RECONCILED	12/31/2025		17.75
50003	209873	ACCOUNTS_PAYABLE	12/17/2025	DEMCO, INC.	93	RECONCILED	12/31/2025		265.82
50022	209874	ACCOUNTS_PAYABLE	12/17/2025	ELGIN HIGH SCHOOL	22940	RECONCILED	12/31/2025		325.00
50036	209875	ACCOUNTS_PAYABLE	12/17/2025	FLOURISH INTEGRATED THERAPY, LLC	921605	RECONCILED	12/31/2025		3,432.00
50038	209876	ACCOUNTS_PAYABLE	12/17/2025	FOLLETT SCHOOL SOLUTIONS, INC.	13040	RECONCILED	12/31/2025		511.47
50037	209877	ACCOUNTS_PAYABLE	12/17/2025	GENESIS BUILDING SYSTEMS, LTD	31122	RECONCILED	12/31/2025		1,721.00
50023	209878	ACCOUNTS_PAYABLE	12/17/2025	HAL LEONARD	21931	RECONCILED	12/31/2025		299.00
50005	209879	ACCOUNTS_PAYABLE	12/17/2025	HAYES REFRIGERATION	150	RECONCILED	12/31/2025		1,880.00
50010	209880	ACCOUNTS_PAYABLE	12/17/2025	HILLIARD BRADLEY HIGH SCHOOL	29161	OUTSTANDING			450.00
50007	209881	ACCOUNTS_PAYABLE	12/17/2025	LANGUAGE LINE SERVICES	21268	RECONCILED	12/31/2025		399.63
50012	209882	ACCOUNTS_PAYABLE	12/17/2025	LEARNWELL EDUCATION	30317	RECONCILED	12/31/2025		342.12

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50009	209883	ACCOUNTS_PAYABLE	12/17/2025	LOFT VIOLIN SHOP	190	RECONCILED	12/31/2025		$ 168.00
49994	209884	ACCOUNTS_PAYABLE	12/17/2025	McKIBBEN AND MONTE THERAPY, LLC	30551	RECONCILED	12/31/2025		920.00
50008	209885	ACCOUNTS_PAYABLE	12/17/2025	MCWHERTER'S PETROLEUM LLC	8111	RECONCILED	12/31/2025		856.71
50014	209886	ACCOUNTS_PAYABLE	12/17/2025	MINARCHEK'S ONE STOP	16393	RECONCILED	12/31/2025		1,227.25
49998	209887	ACCOUNTS_PAYABLE	12/17/2025	MOTAWORD, LLC	30248	RECONCILED	12/31/2025		419.00
50025	209888	ACCOUNTS_PAYABLE	12/17/2025	MUSIC THEATER INTERNATIONAL	20760	RECONCILED	12/31/2025		8,714.00
49990	209889	ACCOUNTS_PAYABLE	12/17/2025	NAPA AUTO PARTS	10981	RECONCILED	12/31/2025		13.68
49989	209890	ACCOUNTS_PAYABLE	12/17/2025	NICKLES BAKERY	7597	RECONCILED	12/31/2025		2,567.45
50004	209891	ACCOUNTS_PAYABLE	12/17/2025	OAESA	8887	OUTSTANDING			295.00
50016	209892	ACCOUNTS_PAYABLE	12/17/2025	OAPSA TREASURER	16665	OUTSTANDING			650.00
50021	209893	ACCOUNTS_PAYABLE	12/17/2025	OHIO CENTER FOR LAW RELATED ED	23060	OUTSTANDING			170.00
50026	209894	ACCOUNTS_PAYABLE	12/17/2025	OHIOHEALTH EMPLOYER SERVICES	22309	RECONCILED	12/31/2025		32.00
50024	209895	ACCOUNTS_PAYABLE	12/17/2025	OZO EDU INC	31342	RECONCILED	12/31/2025		4,990.00
49995	209896	ACCOUNTS_PAYABLE	12/17/2025	PERRY PROTECH INC	30865	RECONCILED	12/31/2025		660.00
49999	209897	ACCOUNTS_PAYABLE	12/17/2025	PONY LAWNCARE	29156	RECONCILED	12/31/2025		6,297.95
49992	209898	ACCOUNTS_PAYABLE	12/17/2025	PROPERTY WORX LLC	31108	RECONCILED	12/31/2025		8,642.32
50011	209899	ACCOUNTS_PAYABLE	12/17/2025	RETTIG MUSIC, INC	22458	OUTSTANDING			107.98
50031	209900	ACCOUNTS_PAYABLE	12/17/2025	RIDDELL ALL AMERICAN	20390	OUTSTANDING			3,430.05
50034	209901	ACCOUNTS_PAYABLE	12/17/2025	SARA SCHROEDER	31267	RECONCILED	12/31/2025		106.40
50035	209902	ACCOUNTS_PAYABLE	12/17/2025	SCHOOL NURSE SUPPLY INC	20460	RECONCILED	12/31/2025		295.00
50018	209903	ACCOUNTS_PAYABLE	12/17/2025	SPECIALIZED EDUCATION OF OHIO INC.	30733	RECONCILED	12/31/2025		13,590.88
49991	209904	ACCOUNTS_PAYABLE	12/17/2025	SPEER MECHANICAL	30678	RECONCILED	12/31/2025		2,063.70
50028	209905	ACCOUNTS_PAYA	12/17/2025	TRIGON IMAGING	30946	RECONCILED	12/31/2025		65.10

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		BLE		SOLUTIONS, INC.					
49993	209906	ACCOUNTS_PAYABLE	12/17/2025	UNITED DAIRY, INC.	26829	RECONCILED	12/31/2025		$ 4,735.83
50015	209907	ACCOUNTS_PAYABLE	12/17/2025	U.S. AWARDS, INC.	15949	RECONCILED	12/31/2025		331.44
50030	209908	ACCOUNTS_PAYABLE	12/17/2025	WEATHERPROOFING	27793	RECONCILED	12/31/2025		2,588.50
50039	209909	ACCOUNTS_PAYABLE	12/17/2025	WESTERN BROWN HIGH SCHOOL	30577	RECONCILED	12/31/2025		325.00
50020	209910	ACCOUNTS_PAYABLE	12/17/2025	WORTHINGTON KILBOURNE	10918	OUTSTANDING			104.00
50043	209911	ACCOUNTS_PAYABLE	12/17/2025	STOERMER-ANDERSON, INC.	31292	RECONCILED	12/31/2025		4,896.00
50045	209912	ACCOUNTS_PAYABLE	12/23/2025	BRICKER GRAYDON, LLP	6425	RECONCILED	12/31/2025		13,769.00
50087	209913	ACCOUNTS_PAYABLE	12/29/2025	95 PERCENT GROUP LLC	30777	OUTSTANDING			3,195.00
50065	209914	ACCOUNTS_PAYABLE	12/29/2025	AG PARTS WORLDWIDE, INC.	29091	OUTSTANDING			799.50
50086	209915	ACCOUNTS_PAYABLE	12/29/2025	AIM MEDIA MIDWEST, LLC	24719	OUTSTANDING			43.48
50059	209916	ACCOUNTS_PAYABLE	12/29/2025	ANGELA BURRIS	31326	OUTSTANDING			27.44
50080	209917	ACCOUNTS_PAYABLE	12/29/2025	BEAN BAG BOOKS	29160	OUTSTANDING			30.38
50078	209918	ACCOUNTS_PAYABLE	12/29/2025	BLICK	16215	OUTSTANDING			71.45
50085	209919	ACCOUNTS_PAYABLE	12/29/2025	CDW GOVERNMENT	19887	OUTSTANDING			1,575.00
50088	209920	ACCOUNTS_PAYABLE	12/29/2025	CHRISTA BARNETT	29510	OUTSTANDING			2.80
50072	209921	ACCOUNTS_PAYABLE	12/29/2025	COLUMBUS CLIMATE CONTROLS	30769	OUTSTANDING			1,399.33
50071	209922	ACCOUNTS_PAYABLE	12/29/2025	CONNECTWISE, LLC	30778	OUTSTANDING			1,060.94
50091	209923	ACCOUNTS_PAYABLE	12/29/2025	CROTON CRAFT AWARDS, LLC	22760	OUTSTANDING			995.00
50057	209924	ACCOUNTS_PAYABLE	12/29/2025	DISTRICT MANAGEMENT GROUP, LLC.	30806	OUTSTANDING			9,000.00
50062	209925	ACCOUNTS_PAYABLE	12/29/2025	EXPLAIN MY BENEFITS. INC.	27993	OUTSTANDING			6,199.62
50081	209926	ACCOUNTS_PAYABLE	12/29/2025	FARNHAM EQUIPMENT CO.	8252	OUTSTANDING			2,954.00
50069	209927	ACCOUNTS_PAYABLE	12/29/2025	FASTSIGNS OF DUBLIN	31149	OUTSTANDING			119.90

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50079	209928	ACCOUNTS_PAYABLE	12/29/2025	FOLLETT SCHOOL SOLUTIONS, INC.	13040	OUTSTANDING			$ 114.72
50075	209929	ACCOUNTS_PAYABLE	12/29/2025	GALLAGHER BENEFIT SERVICES INC	27356	OUTSTANDING			4,475.00
50090	209930	ACCOUNTS_PAYABLE	12/29/2025	GRAINGER	10571	OUTSTANDING			117.00
50054	209931	ACCOUNTS_PAYABLE	12/29/2025	HARDWARE EXCHANGE	4203	OUTSTANDING			287.04
50077	209932	ACCOUNTS_PAYABLE	12/29/2025	JAMES TREE SERVICE	18753	OUTSTANDING			295.00
50083	209933	ACCOUNTS_PAYABLE	12/29/2025	JOSEPH UHER	24610	RECONCILED	12/31/2025		98.00
50074	209934	ACCOUNTS_PAYABLE	12/29/2025	KATHLEEN ULMER	24549	OUTSTANDING			16.52
50070	209935	ACCOUNTS_PAYABLE	12/29/2025	LAKETEC COMMUNICATIONS, INC	30907	OUTSTANDING			4,991.00
50064	209936	ACCOUNTS_PAYABLE	12/29/2025	LEARNWELL EDUCATION	30317	OUTSTANDING			284.64
50063	209937	ACCOUNTS_PAYABLE	12/29/2025	MISTI BILLS	24047	OUTSTANDING			62.16
50084	209938	ACCOUNTS_PAYABLE	12/29/2025	MISTY SWANGER	16645	RECONCILED	12/31/2025		176.00
50067	209939	ACCOUNTS_PAYABLE	12/29/2025	OZO EDU INC	31342	OUTSTANDING			5,000.00
50056	209940	ACCOUNTS_PAYABLE	12/29/2025	PERRY PROTECH INC	30865	OUTSTANDING			267.40
50053	209941	ACCOUNTS_PAYABLE	12/29/2025	PONY LAWNCARE	29156	OUTSTANDING			6,967.55
50061	209942	ACCOUNTS_PAYABLE	12/29/2025	REACH EDUCATIONAL SERVICES	27791	OUTSTANDING			26,460.00
50076	209943	ACCOUNTS_PAYABLE	12/29/2025	SCHOLASTIC EDUCATION	30175	OUTSTANDING			3,456.39
50068	209944	ACCOUNTS_PAYABLE	12/29/2025	SCHOLASTICA TRAVEL, INC.	8283	OUTSTANDING			2,858.70
50089	209945	ACCOUNTS_PAYABLE	12/29/2025	SCHOOL NURSE SUPPLY INC	20460	OUTSTANDING			1,883.73
50082	209946	ACCOUNTS_PAYABLE	12/29/2025	SC STRATEGIC SOLUTIONS LLC	31005	OUTSTANDING			10,495.00
50066	209947	ACCOUNTS_PAYABLE	12/29/2025	SPEER MECHANICAL	30678	OUTSTANDING			7,875.75
50073	209948	ACCOUNTS_PAYABLE	12/29/2025	SPUR	30249	OUTSTANDING			613.00
50058	209949	ACCOUNTS_PAYABLE	12/29/2025	UNITED DAIRY, INC.	26829	OUTSTANDING			3,604.92
50060	209950	ACCOUNTS_PAYA	12/29/2025	TR POSTAL AND	31304	OUTSTANDING			1,254.46

DELAWARE CITY SD DELAWARE

Disbursement Summary Report

Reference Number	Check Number	Type	Date	Name	Vendor #	Status	Reconcile Date	Void Date	Amount
		BLE		PRINT SERVICES LLC					
50055	209951	ACCOUNTS_PAYABLE	12/29/2025	ZDW WATER TREATMENT, LLC	24843	OUTSTANDING			$ 700.00
50093	209952	ACCOUNTS_PAYABLE	12/29/2025	AMERICAN ELECTRIC POWER	60	OUTSTANDING			74,685.97
50094	209953	ACCOUNTS_PAYABLE	12/29/2025	COLUMBIA GAS OF OHIO	28026	OUTSTANDING			7,055.69
50092	209954	ACCOUNTS_PAYABLE	12/29/2025	NRG BUSINESS MARKETING	24661	OUTSTANDING			10,671.26
50095	209955	ACCOUNTS_PAYABLE	12/29/2025	UHC PREMIUM BILLING	15210	OUTSTANDING			1,739.40
50096	209956	ACCOUNTS_PAYABLE	12/29/2025	XTEK PARTNERS, INC.	28795	OUTSTANDING			56,279.88
50099	209957	ACCOUNTS_PAYABLE	12/31/2025	DELTA DENTAL	17485	OUTSTANDING			197.56
50101	209958	ACCOUNTS_PAYABLE	12/30/2025	CITY OF DELAWARE	53	OUTSTANDING			40,845.92
Grand Total									**$ 8,332,011.25**

EXHIBIT

C

DELAWARE CITY SCHOOLS

PROPOSAL FOR OVERNIGHT/EXTENDED STUDENT TRIPS

Type of Trip: Overnight

Destination: Kent, OH (OSMA Conference)

Proposed Departure Date: April 24, 2026

Return Date: April 25, 2026

Proposer: Julieanne McClain

Position: Talisman adviser

Date by which response is needed: ASAP

Proposal Date: Jan 5, 2026

A. Purpose

1. What is the major place to be visited or event to be attended?
We are attending the Ohio Scholastic Media Association's state journalism convention, where around 400 journalism students from around Ohio will meet to learn about scholastic journalism.

2. How is the trip related to the educational program of the District and/or State Content Standards?
It stresses high standards of writing, communication, media savvy, and personal responsibility.

3. In what ways will the students benefit?
The students will attend workshops, learn from professional journalists, and make partnerships with other school districts. They will also receive the results of our annual contests.

4. In what ways will the District benefit?
It will have an immediate impact on the quality of the school newspaper & the yearbook, which are visible to the community and are often reflective of District achievement.

5. How will the trip be evaluated to determine the extent to which these benefits were realized?
Through in-depth debriefing of the sessions and workshops attended, and the feedback received during contests.

B. Students and Staff (cont'd)

1. Which students, (grade, class, or organization), will be going?
Students who are members of the Talisman staff or Delhi staff (grades 9-12) will be attending.

2. How many students in total?
We hope to bring as many students as are interested in attending.

3. How many students are currently experiencing academic problems?
Not sure, since the list of students has not yet been determined. The majority of the Talisman & Delhi students maintain high grades in academic classes.

4. Which staff member will be in charge?
Julieanne McClain

5. What previous experience has the staff member had in conducting overnight or extended field trips?
Mrs. McClain has supervised 20+ overnight field trips in her 18 years at Hayes.

6. What other staff members will be going?

Not sure - likely one other staff member as a chaperone. I anticipate that Aaron Sherman will be attending, since he is the yearbook adviser.

7. How many chaperones, in addition to staff members, will be going?

None

8. What are their names and affiliations with the students?

N/A

9. How many school days will be missed?

One. Students will miss Friday, April 24.

10. How will teachers be advised in advance that the students will be out of school?

Teachers will be notified via an email. Students will be encouraged to speak with their teachers directly to get assignment information.

C. School Work

1. How will missed work be made up?

Students will get assignments and schedule to make up any missed tests/quizzes. They can also continue to submit work through Canvas while we are away.

2. What special assistance will be provided students with academic problems?

Guided help by McClain

D. Itinerary

1. What is the destination?

Kent State University in Kent, Ohio.

2. What will be the mode of transportation? What liability insurance does the carrier have?

We hope to travel via school bus.

3. Where will the group be housed and fed?

[redacted]

4. What enroute or supplementary activities are planned?

None, aside from official convention activities.

5. What arrangements have been made for dealing with emergency situations?

McClain will have emergency medical forms, principal's phone number, and parent contact info.

6. What arrangements have been made for administering necessary medications to students while on this trip?

Medication administration will be according to Board Policy and Administrative Guidelines. Mrs. McClain's medication administration training is current & will remain so at the time of trip.

7. If tour guides are involved, what liability insurance do they carry?

N/A

E. Finances

1. What is the estimated total cost and cost per student?

Cost per student is $150, which includes all costs except for lunch on Saturday.

2. What is the source of funds?

Students will be responsible for paying for themselves. Talisman & Delhi will cover the cost of advisers and chaperones, as well as the hotel fees for the bus driver. District will cover substitute costs only.

3. How will the funds be collected and safeguarded?

All funds will be prepaid, except students' spending money.

4. How will any shortfall be made up or excess funds be used?

Talisman & Delhi accounts can cover any shortfall, although none are likely.

5. What provision has been made for students who are financially unable to pay any necessary costs?

Students will have the opportunity to fundraise for this trip in order to raise money for their expenses.

F. Communications

1. How will you communicate to parents prior to, during, and after the trip?

Email, letters home, and through students. A parent meeting will occur prior to the trip happening. Parents will also have Mrs. McClain's contact information while we are on the trip.

2. List telephone numbers at destination and where group will be housed.

[redacted]

3. What information will be provided to the media and the community?

None.

[redacted] 01/05/2026

Signat[redacted] Date

Approved:

[redacted] 1/5/26

Principal Date

[redacted] 1/20/26

Date

Board of Education Date

EXHIBIT

D

DELAWARE CITY SCHOOLS

PROPOSAL FOR OVERNIGHT/EXTENDED STUDENT TRIPS

Type of Trip: OHSAA State Diving Competition — Pacers Swim & Dive Team

Proposed Departure Date: Tuesday Night; 02/24/26 Return Date: Wednesday Night; 02/25/26

Proposer: Garrett Eiben Position: Head Coach

Date by which response is needed: February, 2026 Proposal Date:

A. Purpose

1. What is the major place to be visited or event to be attended?

C.T. Natatorium - Canton High School

2. How is the trip related to the educational program of the District?

OHSAA State Swim & Dive Competition

3. In what ways will the students benefit?

Competing at State — Representing Pacers at highest Ohio Athletic Competition for Swimming & Diving

4. In what ways will the District benefit?

Continue tradition of excellence of the Pacers Swim & Dive Program

5. How will the trip be evaluated to determine the extent to which these benefits were realized?

Team will review as a whole how the season went and how the meet felt. Coaching staff will meet together and evaluate the team performance, as well as team attitude before and after the meet.

6. Have any changes been made in the plans for this trip based on feedback received in prior evaluations?

N/A - This would be first time attending the diving state meet with the girls since the format changed with OHSAA

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B. Students and Staff (cont'd)

1. Which students, (grade, class, or organization), will be going?

All Athletes must qualify from Districts:

Request for school work in advance of missing day. Any work unavailable to be made available in advance, ask for an extended day to complete the assignment.

2. How many students in total?

Likely 1 Diver (Emma Ford) will qualify for diving at the state level

3. How many students are currently experiencing academic problems?

None

4. Which staff member will be in charge?

Alex Closson - Head Dive Coach

5. What previous experience has the staff member had in conducting overnight or extended field trips?

None with Delaware Hayes; has experience with overnight trips with Bowling Green High School and Anthony Wayne High School in previous dive coaching positions

6. What other staff members will be going?

N/A

7. How many chaperones, in addition to staff members, will be going?

None - Only coaches attending

8. What are their names and affiliations with the students?

None

9. How many school days will be missed?

1 Day - Wednesday, February 25th

10. How will teachers be advised in advance that the students will be out of school?

Staff email sent by the Athletic Department; Staff email sent out by Head Coach and reminder to all students to be responsible for any work that they miss on Friday.

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C. School Work

1. How will missed work be made up?

Request for school work in advance of missing day. Any work unavailable to be made available in advance, ask for an extended day to complete the assignment.

2. What special assistance will be provided students with academic problems?

No Academic Issues currently; if issue presents itself - Coach Eiben will communicate with theachers and student-athlete to facilitate a make up.

D. Itinerary

1. What is the destination?

C.T. Natatorium — Canton High School

2. What will be the mode of transportation? What liability insurance does the carrier have?

Student-Athletes will be transported by their parents to and from the hotel / Natatorium.

3. Where will the group be housed and fed?

[redacted]

Food - Itinerary will include different team meals each day; Bob Evans, Olive Garden, and Panera

4. What enroute or supplementary activities are planned?

Tuesday (02/24) - Planned small dinner before warm ups - potentially Chipotle or Bob Evans

Wednesday (02/25) - Planned small lunch before competition - potentially chipotle or Bob Evans

5. What arrangements have been made for dealing with emergency situations?

All Coaching staff will have medical information available from final forms; Athletes will also have at least 1 parent/guardian with them during the duration of the trip for any issues that may occur.

6. What arrangements have been made for administering necessary medications to students while on this trip?

Will know more once final qualifiers are released; will have final forms as needed; parents/guardians will also be with the athletes during majority of the time in case medication is needed.

7. If tour guides are involved, what liability insurance do they carry?

Not Applicable

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E. Finances

1. What is the estimated total cost and cost per student?

N/A - Meals will be paid per diem; rooms provided by Athletic Department / Swim & Dive Boosters

2. What is the source of funds?

Athletic Department and Swim Dive Boosters

3. How will the funds be collected and safeguarded?

Head Dive Coach Alex Closson will have card from Athletic Department to pay for meals following per diem set by the finance & athletic department. Receits collected for proof of everything.
OR - if the district card is unavailable, will use his own person card and be reimbursed through the Delaware Athletic Boosters for Swim & Dive

4. How will any shortfall be made up or excess funds used?

Parents / Guardians will be with students during any paid activity; coaching staff will use personal funds if needed as last resort

5. What provision has been made for students who are financially unable to pay any necessary costs?

Paid through the Swim Boosters and the Athletic Department; worst case scenario - Coach Eiben will pay through personal funds for athlete

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F. Communications

1. How will you communicate to parents prior to, during, and after the trip?

- Email sent to qualifying team members and their Parent/Guardians overview itinerary
- Required online meeting by parent/guardian overview the itinerary and notes for the trip; time to field questions from parents/guardians
- TeamSnap App is available and create group for athletes and families
- Head Coach will give cell number to only parents directly
- Email following the conclusion to the parents and check-in with parent/guardian during the entire trip

2. List telephone numbers at destination and where group will be housed.

[redacted]

3. What information will be provided to the media and the community?

- Results will be posted and sent to local news agencies in Delaware community.
- Results of swims to be posted on Social Media of the Hayes Swim & Dive Team

[redacted] 01/28/26

Signature of the Requestor Date

Approved: [redacted]

Principal 1/29/26 Date

[redacted] 2/3/26

Date

Board of Education Date

11/2/09

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EXHIBIT

E

DELAWARE CITY SCHOOLS

PROPOSAL FOR OVERNIGHT/EXTENDED STUDENT TRIPS

Type of Trip OHSAA State Swimming Competition — Pacers Swim & Dive Team

Proposed Departure Date Thursday Night; 02/26/26 Return Date Saturday Night; 2/28/26

Proposer Garrett Eiben Position Head Coach

Date by which response is needed February , 2026 Proposal Date

A. Purpose

1. What is the major place to be visited or event to be attended?

C.T. Natatorium - Canton High School

2. How is the trip related to the educational program of the District?

OHSAA State Swim & Dive Competition

3. In what ways will the students benefit?

Competing at State — Representing Pacers at highest Ohio Athletic Competition for Swimming & Diving

4. In what ways will the District benefit?

Continue tradition of excellence of the Pacers Swim & Dive Program

5. How will the trip be evaluated to determine the extent to which these benefits were realized?

Team will review as a whole how the season went and how the meet felt. Coaching staff will meet together and evaluate the team performance, as well as team attitude before and after the meet.

6. Have any changes been made in the plans for this trip based on feedback received in prior evaluations?

Yes - working on allowing more time in between venue changes (i.e.: Natatorium to the Hotel or Restaurants) to give Athletes more recovery and down time.

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B. Students and Staff (cont'd)

1. Which students, (grade, class, or organization), will be going?

All Athletes must qualify from Districts:
Request for school work in advance of missing day. Any work unavailable to be made available in advance, ask for an extended day to complete the assignment.

2. How many students in total?

Best Case scenario: 8 Athletes (4 Girls and 4 Boys) - swimmers; will not know until all State Districts have concluded; top 24 Relays attend and top 32 athletes attend; possibility of 1 Girl Diver, but won't know until after districts (State diver would be competing on Wednesday (02/25/26) and travel separ. from this swim group
Most likely, 4 male student athletes should qualify for states (ranked 8th in state heading into the Febraury)

3. How many students are currently experiencing academic problems?

None

4. Which staff member will be in charge?

Garrett Eiben - Head Coach

5. What previous experience has the staff member had in conducting overnight or extended field trips?

5th time taking qualifying team to the State Tournament; Took 17 Student-Athletes to Canton in January for an Overnight Swim Meet (2023), 14 Student-Athletes to Canton for an overnight meet (2024); will have taken 15 to Canton for an overnight trip in January (2025), and 17 student-athletes in January (2026)

6. What other staff members will be going?

Assistant Coaches (Swimming) - Madi Cartnal and Bethany Lance (depending on number of qualifiers); Alex Closson (Dive Coach) - will only go if a Diver qualifies for State Diving

7. How many chaperones, in addition to staff members, will be going?

None - Only coaches attending

8. What are their names and affiliations with the students?

None

9. How many school days will be missed?

1 Day - Friday 02/27/26

10. How will teachers be advised in advance that the students will be out of school?

Staff email sent by the Athletic Department; Staff email sent out by Head Coach and reminder to all students to be responsible for any work that they miss on Friday.

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C. School Work

1. How will missed work be made up?

Request for school work in advance of missing day. Any work unavailable to be made available in advance, ask for an extended day to complete the assignment.

2. What special assistance will be provided students with academic problems?

No Academic Issues currently; if issue presents itself - Coach Eiben will communicate with theachers and student-athlete to facilitate a make up.

D. Itinerary

1. What is the destination?

C.T. Natatorium — Canton High School

2. What will be the mode of transportation? What liability insurance does the carrier have?

[redacted]

OR - May take Delaware City Schools Transportation (Bus) ... IF there is a driver who is attending the meet; otherwise parents/guardians are responsible for transportation

3. Where will the group be housed and fed?

[redacted]

Food - Itinerary will include different team meals each day; Bob Evans, Olive Garden, and Panera

4. What enroute or supplementary activities are planned?

Thursday (OPTIONAL) Team Dinner at Condado
Friday - Team Lunch - Bob Evans by Hotel
Friday (OPTIONAL) - Team Movie
Friday - Team Dinner - Olive Garden
Saturday - Team Brunch before finals; either First Watch, Sunrise Social, or Panera.

5. What arrangements have been made for dealing with emergency situations?

All Coaching staff will have medical information available from final forms; Athletes will also have at least 1 parent/guardian with them during the duration of the trip for any issues that may occur.

6. What arrangements have been made for administering necessary medications to students while on this trip?

Will know more once final qualifiers are released; will have final forms as needed; parents/guardians will also be with the athletes during majority of the time in case medication is needed.

7. If tour guides are involved, what liability insurance do they carry?

Not Applicable

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E. Finances

1. What is the estimated total cost and cost per student?

N/A - Meals will be paid per diem; rooms provided by Athletic Department / Swim & Dive Boosters

2. What is the source of funds?

Athletic Department and Swim Dive Boosters

3. How will the funds be collected and safeguarded?

Head Coach Eiben will have card from Athletic Department to pay for meals following per diem set by the finance & athletic department. Receits collected for proof of everything.

4. How will any shortfall be made up or excess funds used?

Parents / Guardians will be with students during any paid activity; coaching staff will use personal funds if needed as last resort

5. What provision has been made for students who are financially unable to pay any necessary costs?

Paid through the Swim Boosters and the Athletic Department; worst case scenario - Coach Eiben will pay through personal funds for athlete

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F. Communications

1. How will you communicate to parents prior to, during, and after the trip?

- Email sent to qualifying team members and their Parent/Guardians overview itinerary
- Required online meeting by parent/guardian overview the itinerary and notes for the trip; time to field questions from parents/guardians
- TeamSnap App is available and create group for athletes and families
- Head Coach will give cell number to only parents directly
- Email following the conclusion to the parents and check-in with parent/guardian during the entire trip

2. List telephone numbers at destination and where group will be housed.

[redacted]

3. What information will be provided to the media and the community?

- Results will be posted and sent to local news agencies in Delaware community.
- Results of swims to be posted on Social Media of the Hayes Swim & Dive Team

[redacted] 01/28/26

Signature of the Requestor Date

Approve[redacted]

Principal 1/28/26

Date

[redacted] 2/6/26

Date

Board of Education Date

11/2/09

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EXHIBIT

F

Book	Policy Manual
Section	Vol. 44, No. 1 - August 2025
Title	Vol. 44, No. 1 - August 2025 Revised AUDIT
Code	*po6830 JP (completed)
Status	
Adopted	January 8, 2001

Revised Policy - Vol. 44, No. 1

6830 - **AUDIT**

The Board of Education requires, after the close of the fiscal year (June 30th), that an audit of all accounts of the District be made annually by an independent, certified public accountant or the State Auditor's Office. The audit examination shall be conducted in accordance with generally accepted auditing standards and shall include all funds over which the Board has direct or supervisory control.

The ~~_____~~Treasurer shall also prepare and publish an audited statement of the financial condition of the District at the close of each fiscal year, within thirty (30) days following completion of the audit.on ~~or before _____ of the next succeeding fiscal year.~~

~~**[ ]** Findings for recovery should be reported to the Superintendent, Treasurer, **( )** Audit Committee, **[END OF OPTION]** and Board. It is the Board's preference that an employee not be named in a finding for recovery unless such employee directly performed the action causing the finding **( )** and benefited personally from such action **[END OF OPTION]**.~~

~~**[ ]** In the event an audit indicates a finding for recovery involving a shortage of funds, finding for recovery should be made against the employee who directly handled the cash, checks, money orders, or other form of payment. **[END OF OPTION]**~~

~~**[ ]** In the event an audit indicates a finding for recovery related to the improper spending of District funds or the conversion of District funds or assets for personal use, the finding for recovery should be made directly against the employee who improperly spent the District funds or converted the District funds or assets for personal use. This provision includes, but is not limited to, employees who fail to be properly licensed and accept compensation in violation of State law, employees who accept compensation from falsified pay documents, and employees who accept compensation known to be in error and do not timely report for correction. **[END OF OPTION]**~~

~~**[ ]** Any finding for recovery should be reported to and jointly made against the District's bonding company. **[END OF OPTION]**~~

At the expiration of the term of the Treasurer/CFO or before the Board approves the surety of the Treasurer/CFO, the Board shall require the Treasurer/CFO to produce all money, bonds, or other securities of the Board, which shall then be counted by the Board or a committee of the Board. A certificate setting forth the exact amount of such money, bonds, or other securities and signed by the representatives making such count shall be entered into the records of the Board.

R.C. 117.11, 117.115, 3313.27

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Legal	R.C. 117.11, 117.115, 3313.27

Book	Policy Manual
Section	Vol. 44, No. 1 - Nondiscrimination - August 2025
Title	Vol. 44, No. 1 - Nondiscrimination - August 2025 Rescind NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE
Code	*po1422.02 JP (Rescind)
Status	
Adopted	February 6, 2012

Rescind Policy - Vol. 44, No. 1

~~1422.02 - **NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE**~~

~~The Board of Education prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of an employee as an employee, based on genetic information. Harassment of a person because of his/her genetic information is also prohibited. Likewise, retaliation against an applicant or employee for engaging in protected activity is prohibited.~~

~~In accordance with the Genetic Information Nondiscrimination Act (GINA), the Board shall not request, require or purchase genetic information of employees, their family members or applicants for employment. Further, in compliance with this Act, employees are directed not to provide any genetic information, including the individual's family medical history, in response to necessary requests for medical information, with the exception that family medical history may be acquired as part of the certification process for FMLA leave, when an employee is asking for leave to care for an immediate family member with a serious health condition. Applicants for employment are directed not to provide any genetic information, including the individual's family medical history, in response to requests for medical information as part of the District's application process.~~

~~**[ ]** The District recognizes that genetic information may be acquired through commercially and publicly available documents like newspapers, books, magazines, periodicals, television shows or the Internet. The District prohibits, however, its employees from searching such sources with the intent of finding or obtaining genetic information, or accessing sources from which they are likely to acquire genetic information.~~

~~"Genetic information," as defined by GINA, means information about: (a) an individual's genetic tests; (b) the genetic tests of that individual's family members; (c) the manifestation of disease or disorder in family members of the individual (i.e., family medical history); (d) an individual's request for, or receipt of, genetic services, or the participation in clinical research that includes genetic services by the individual or a family member of the individual; or (e) the genetic information of a fetus carried by an individual or a pregnant woman who is a family member of the individual and the genetic information of an embryo legally held by an individual or family member using assistive reproductive technology.~~

~~If the District either legally and/or inadvertently receives genetic information about an employee or applicant for employment from the employee, applicant for employment or a medical provider it shall be treated as a confidential medical record in accordance with law.~~

~~The Superintendent shall appoint a compliance officer who shall be responsible for overseeing the District's compliance with Federal regulations and promptly dealing with any inquiries or complaints. S/He shall also verify that proper notice of nondiscrimination for Title II of the Genetic Information Nondiscrimination Act of 2008 is provided to staff members, and that all District requests for health-related information (e.g., to support an employee's request for reasonable accommodation under the ADA or a request for sick leave) is accompanied by a written warning that directs the employee or health care provider not to collect or provide genetic information. The warning shall read as follows:~~

~~The Genetic Information Nondiscrimination Act of 2008 (GINA) prohibits employers and other entities covered by GINA Title II, including the Board of Education, from requesting or requiring genetic information of an individual or family member of the individual, except as specifically allowed by law. To comply with this law, do not provide any genetic information when responding to this request for medical information (unless the request pertains to a request for FMLA leave for purposes of~~

caring for an immediate family member with a serious health condition). "Genetic information," as defined by GINA, includes an individual's family medical history, the results of an individual's or family member's genetic test, the fact that an individual or an individual's family member sought or received genetic services or participated in clinical research that includes genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services.

[ ] The District offers health services, **( )** including a wellness program. Participation in the services/program is voluntary. Genetic information (such as family medical history) may be obtained as part of an individual's participation in the service/program. If that occurs, individual genetic information may be provided to the individual receiving the services and to his/her health services providers, but only genetic information in aggregate form will be provided to the Board.

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Legal	42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act
	29 C.F.R. Part 1635

Book	Policy Manual
Section	Vol. 44, No. 1 - Nondiscrimination - August 2025
Title	Vol. 44, No. 1 - Nondiscrimination - August 2025 Technical Correction SECTION 504/ADA PROHIBITION AGAINST DISABILITY DISCRIMINATION IN EMPLOYMENT
Code	*po1623 JP (completed)
Status	
Adopted	February 6, 2012
Last Revised	November 6, 2023

Technical Correction Policy - Vol. 44, No. 1

1623 - **SECTION 504/ADA PROHIBITION AGAINST DISABILITY DISCRIMINATION IN EMPLOYMENT**

The Board of Education prohibits discrimination against any employee or applicant based upon the employee's/applicant's~~his/her~~ disability. As such, the Board will not engage in employment practices or adopt policies that discriminate on the basis of disability, or otherwise discriminate against qualified individuals with disabilities in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, or other terms, conditions, and privileges of employment. The Board further will not limit, segregate, or classify applicants or employees in any way that adversely affects their opportunities or status because of disability. Additionally, the Board will not participate in any contractual or other relationships that have the effect of subjecting qualified individuals with disabilities who are applicants or employees to discrimination on the basis of disability.

"An individual with a disability" means a person who has, had a record of, or is regarded as having, a physical or mental impairment that substantially limits one (1) or more major life activities. Major life activities are functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, eating, sleeping, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, sitting, reaching, interacting with others, and working.

Major life activities also include the operation of a major bodily function including, but not limited to, functions of the immune system, special sense organs and skin, normal cell growth, and digestive, genitourinary, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, hemic, lymphatic, musculoskeletal, and reproductive functions. The operation of a major bodily function includes the operation of an individual organ within a body system.

An impairment that is episodic in nature or in remission is considered a disability if it would substantially limit a major life activity when active.

The determination of whether an impairment substantially limits a major life activity must be made without regard to the ameliorative effects of mitigating measures such as medication, medical supplies, equipment or appliances, low-vision devices (defined as devices that magnify, enhance, or otherwise augment a visual image, but not including ordinary eyeglasses or contact lenses), prosthetics (including limbs and devices), hearing aid(s) and cochlear implant(s) or other implantable hearing devices, mobility devices, oxygen therapy equipment or supplies, use of assistive technology, reasonable accommodations or "auxiliary aids or services," learned behavioral or adaptive neurological modifications, psychotherapy, behavioral therapy, or physical therapy.

A qualified person with a disability means the individual satisfies the requisite skill, experience, education, and other job-related requirements of the employment position such individual holds or desires and, with or without reasonable accommodation, can perform the essential functions of the job in question.

The Board will provide a reasonable accommodation to a qualified individual who has an actual disability or who has a record of a disability, unless the accommodation would impose an undue hardship on the operation of the District's program and/or activities. A reasonable accommodation is not required for an individual who is merely regarded as having a disability.

Compliance Officer(s)

The Board designates the following individual(s) to serve as the District's 504 Compliance Officer(s)/ADA Coordinator(s) (hereinafter referred to as the "District Compliance Officer(s)"):

[DRAFTING NOTE: Neola suggests the Board appoint both a male and a female District Compliance Officer in order to provide complainants with the option to report their concerns to an individual of the gender with which they feel most comfortable. Additionally, by appointing two (2) District Compliance Officers, there should always be a Compliance Officer available to investigate a claim that pertains to the other Compliance Officer.]

Director of Special Education

74 W. William Street

Delaware, OH 43015

740-833-1100

The names, titles, and contact information of these individuals will be published annually on the School District's website ~~( )~~ ~~and:~~

A. ~~( ) in the staff handbooks.~~

B. ~~( ) in the School District Annual Report to the public.~~

C. ~~( ) on each individual school's website.~~

D. ~~( ) in the School District's calendar.~~

E. ~~( ) [Other:] _____. [END OF OPTIONS]~~

The District Compliance Officer(s) **(x)** is ~~( ) are~~ **[END OF OPTION]** responsible for coordinating the District's efforts to comply with and fulfill its responsibilities under Section 504 and Title II of the Americans with Disabilities Act, as amended ("ADA"). A copy of Section 504 and the ADA, including copies of their implementing regulations, may be obtained from the District Compliance Officer(s).

The District Compliance Officer(s) will oversee the investigation of any complaints of discrimination based on disability, which may be filed pursuant to the Board's adopted internal complaint procedure, and will attempt to resolve such complaints. The Board will provide for the prompt and equitable resolution of complaints alleging violations of Section 504/ADA. See below.

Training

The District Compliance Officer(s) will also oversee the training of employees in the District so that all employees understand their rights and responsibilities under Section 504 and the ADA, and are informed of the Board's policies, administrative guidelines, and practices with respect to fully implementing and complying with the requirements of Section 504/ADA.

The Board will provide in-service training and consultation to staff responsible for the education of persons with disabilities, as necessary and appropriate.

Facilities

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

For facilities constructed or altered after June 3, 1977, the District will comply with applicable accessibility standards. For those existing facilities constructed prior to June 3, 1977, the District is committed to operating its programs and activities so that they are readily accessible to persons with disabilities.

Notice

Notice of the Board's policy on nondiscrimination in employment practices and the identity of the District's Compliance Officer(s) will be published on the District's website, posted ~~and posted~~ throughout the District, and included in the District's recruitment statements or general information publications.

Complaint Procedures

If a person believes that they have~~s/he has~~ been discriminated against on the basis of their~~his/her~~ disability, the person may utilize the following complaint procedures as a means of reaching, at the lowest possible administrative level, a prompt and equitable resolution of the matter.

In accordance with Section 504 of the Rehabilitation Act of 1973 and its implementing regulations ("Section 504"), employees will be notified of their right to file an internal complaint regarding an alleged violation, misinterpretation, or misapplication of Section 504. In addition, employees will be notified of their right to file a complaint with the U.S. Department of Education's Office for Civil Rights.

Internal complaints must be put in writing and must identify the specific circumstances or areas of dispute that have given rise to the complaint, and offer possible solutions to the dispute. The complaint must be filed with a District Compliance Officer within the time limits specified below. The District's Compliance Officer is available to assist individuals in filing a complaint.

Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., a day(s) that the Board office is open for normal operating hours, Monday–Friday, excluding State-recognized holidays).

Internal Complaint Procedure

The following internal complaint procedure is available to employees for the prompt and equitable resolution of complaints alleging discrimination based upon disability. This complaint procedure is not available to unsuccessful applicants. Use of the internal complaint procedure is not a prerequisite to the pursuit of other remedies, including the filing of a complaint with the U.S. Department of Education's Office for Civil Rights.

A. An employee with a complaint based on alleged discrimination on the basis of disability may first discuss the problem with a~~the~~ District Compliance Officer.

B. If the informal discussion does not resolve the matter, or if the employee skips Step A, the individual may file a formal written complaint with a~~the~~ District Compliance Officer. The written complaint must contain the name and address of the individual or representative filing the complaint, be signed by the complainant or someone authorized to sign for the complainant, describe the alleged discriminatory action in sufficient detail to inform the District Compliance Officer of the nature and date of the alleged violation, and propose a resolution. The complaint must be filed within thirty (30) days of the circumstances or event giving rise to the complaint, unless the time for filing is extended by the District Compliance Officer for good cause.

C. The District Compliance Officer will conduct an independent investigation of the matter (which may or may not include a hearing). This complaint procedure contemplates informal but~~informal, but~~ thorough investigations, affording all interested persons and their representatives, if any, an opportunity to present witnesses and other evidence relevant to the complaint. The District Compliance Officer will provide the complainant with a written disposition of the complaint within ten (10) days. If no decision is rendered within ten (10) days, or the decision is unsatisfactory in the opinion of the complainant, the employee may file, in writing, an appeal with the Superintendent. The District Compliance Officer shall maintain the District's files and records relating to the complaint.

D. The Superintendent will, within ten (10) days of receiving the written appeal, conduct a hearing with all parties involved in an attempt to resolve the complaint.

   The Superintendent will render a~~his/her~~ decision within ten (10) days of the hearing.

E. The employee may be represented, at the employee's~~his/her~~ own cost, at any of the above-described meetings/hearings.

F. The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies, such as the filing of a complaint with the Office for Civil Rights or the filing of a court case. Use of this internal complaint procedure is not a prerequisite to the pursuit of other remedies.

If it is determined that the Complainant was subjected to unlawful discrimination, the CO must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the discrimination/retaliation. The corrective action should be reasonable, timely, age-appropriate, ~~and~~ effective, and tailored to the specific situation.

OCR Complaint

At any time, if an employee believes that they have~~s/he has~~ been subjected to discrimination based upon their~~his/her~~ disability in violation of Section 504 or the ADA, the individual may file a complaint with the U.S. Department of Education's Office for Civil Rights ("OCR"). The OCR can be reached at:

U.S. Department of Education
Office for Civil Rights
Lyndon Baines Johnson Department of Education Building
400 Maryland Ave., SW
Washington, DC 20202-1100
Telephone: (800) 421-3481
FAX: (202) 453-6012
TDD: 800-877-8339
E-mail: OCR@ed.gov
Web: http://www.ed.gov/ocr

~~U.S. Department of Education~~
~~Office for Civil Rights~~
~~Cleveland Office~~
~~1350 Euclid Avenue~~
~~Suite 325~~
~~Cleveland, Ohio 44115~~
~~(216) 522-4970~~
~~FAX: (216) 522-2573~~
~~TDD: (216) 522-4944~~
~~E-mail: OCR.Cleveland@ed.gov~~
~~Web: http://www.ed.gov/ocr~~

Retaliation

Retaliation against a person who makes a report or files a complaint alleging unlawful harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made unlawful by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided, or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

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Legal	29 C.F.R. Part 1630
	29 U.S.C. 794, Section 504 Rehabilitation Act of 1973, as amended
	34 C.F.R. Part 104
	42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended

Book	Policy Manual
Section	Vol. 44, No. 1 - Nondiscrimination - August 2025
Title	Vol. 44, No. 1 - Nondiscrimination - August 2025 Rescind ANTI-HARASSMENT
Code	*po1662 JP (Rescind)
Status	
Adopted	December 9, 2013
Last Revised	May 17, 2021

Rescind Policy - Vol. 44, No. 1

~~1662 **ANTI-HARASSMENT**~~

~~**General Policy Statement**~~

~~It is the policy of the Board of Education to maintain an education and work environment that is free from all forms of unlawful harassment, including sexual harassment. This commitment applies to all School District operations, programs, and activities. All students, administrators, teachers, staff, and all other school personnel share responsibility for avoiding, discouraging, and reporting any form of unlawful harassment. This policy applies to unlawful conduct occurring on school property, or at another location if such conduct occurs during an activity sponsored by the Board.~~

~~The Board will vigorously enforce its prohibition against discriminatory harassment based on race, color, national origin, sex (including sexual orientation and gender identity), disability, age, religion, ancestry, or genetic information (collectively, "Protected Classes") that are protected by Federal civil rights laws (hereinafter referred to as "unlawful harassment"), and encourages those within the School District community as well as Third Parties, who feel aggrieved to seek assistance to rectify such problems. The Board will investigate all allegations of harassment and in those cases where unlawful harassment is substantiated, the Board will take immediate steps to end the harassment, prevent its reoccurrence, and remedy its effects. Individuals who are found to have engaged in unlawful harassment will be subject to appropriate disciplinary action.~~

~~**[ ]** The District will offer counseling services to any person found to have been subjected to unlawful harassment, and, where appropriate, the person(s) who committed the unlawful harassment.~~

~~**Other Violations of the Anti-Harassment Policy**~~

~~The Board will also take immediate steps to impose disciplinary action on individuals engaging in any of the following prohibited acts:~~

A. ~~Retaliating against a person who has made a report or filed a complaint alleging unlawful harassment, or who has participated as a witness in a harassment investigation.~~

B. ~~Filing a malicious or knowingly false report or complaint of unlawful harassment.~~

C. ~~Disregarding, failing to investigate adequately, or delaying investigation of allegations of harassment, when responsibility for reporting and/or investigating unlawful harassment charges comprises part of one's supervisory duties.~~

~~**Definitions**~~

~~Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.~~

~~**Complainant** is the individual who alleges, or is alleged, to have been subjected to unlawful harassment, regardless of whether the person files a formal complaint or is pursuing an informal resolution to the alleged harassment.~~

Respondent is the individual who has been alleged to have engaged in unlawful harassment, regardless of whether the Reporting Party files a formal complaint or is seeking an informal resolution to the alleged harassment.

School District community means students and Board employees (i.e., administrators, and professional and classified staff), as well as Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties include, but are not limited to, guests and/or visitors on School District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School District community at school related events/activities (whether on or off District property).

Day(s): Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., a day(s) that the Board office is open for normal operating hours, Monday – Friday, excluding State recognized holidays).

Bullying

Bullying rises to the level of unlawful harassment when one (1) or more persons systematically and chronically inflict physical hurt or psychological distress on one (1) or more students or employees and that bullying is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal civil rights laws. It is defined as any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an adult or student, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational or work environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school or work performance or participation; and may involve:

A. teasing;

B. threats;

C. intimidation;

D. stalking;

E. cyberstalking;

F. cyberbullying;

G. physical violence;

H. theft;

I. sexual, religious, or racial harassment;

J. public humiliation; or

K. destruction of property.

"Harassment" means any threatening, insulting, or dehumanizing gesture, use of technology, or written, verbal or physical conduct directed against a student or school employee that:

A. places a student or school employee in reasonable fear of harm to his/her person or damage to his/her property;

B. has the effect of substantially interfering with a student's educational performance, opportunities, or benefits, or an employee's work performance; or

C. has the effect of substantially disrupting the orderly operation of a school.

Sexual Harassment

For purposes of this policy and consistent with Title VII of the Civil Rights Act of 1964, "sexual harassment" is defined as:

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, when:

A. ~~Submission to such conduct is made either implicitly or explicitly a term or condition of an individual's employment, or status in a class, educational program, or activity.~~

B. ~~Submission or rejection of such conduct by an individual is used as the basis for employment or educational decisions affecting such individual.~~

C. ~~Such conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working, and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity.~~

~~Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.~~

~~Sexual Harassment covered by Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities is not included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266.~~

~~Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:~~

A. ~~Unwelcome sexual propositions, invitations, solicitations, and flirtations.~~

B. ~~Unwanted physical and/or sexual contact.~~

C. ~~Threats or insinuations that a person's employment, wages, academic grade, promotion, classroom work or assignments, academic status, participation in athletics or extra-curricular programs, activities, or events, or other conditions of employment or education may be adversely affected by not submitting to sexual advances.~~

D. ~~Unwelcome verbal expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls.~~

E. ~~Sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings, or literature placed in the work or educational environment that may reasonably embarrass or offend individuals.~~

F. ~~Unwelcome and inappropriate touching, patting, or pinching; **( )** obscene gestures.~~

G. ~~Asking about, or telling about, sexual fantasies, sexual preferences, or sexual activities.~~

H. ~~Speculations about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history.~~

I. ~~Giving unwelcome personal gifts such as lingerie that suggests the desire for a romantic relationship.~~

J. ~~Leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin.~~

K. ~~A pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another.~~

L. ~~In the context of employees, consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment.~~

M. ~~Inappropriate boundary invasions by a District employee or other adult member of the School District community into a student's personal space and personal life.~~

N. ~~Verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex stereotyping that does not involve conduct of a sexual nature.~~

~~Not all behavior with sexual connotations constitutes unlawful sexual harassment. Sex-based or gender-based conduct must be sufficiently severe, pervasive, and persistent such that it adversely affects, limits, or denies an individual's employment or education, or such that it creates a hostile or abusive employment or educational environment.~~

~~[DRAFTING NOTE: Sexual conduct/relationships with students by District employees or any other adult member of the School District community is prohibited, and any teacher, administrator, coach, or other school authority who engages in sexual conduct with a student may also be guilty of the criminal charge of "sexual~~

battery" as set forth in Ohio Revised Code 2907.03. The issue of consent is irrelevant in regard to such criminal charge and/or with respect to the application of this policy to District employees or other adult members of the School District community.]

Race/Color Harassment

Prohibited racial harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's race or color and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working, and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references relative to racial customs.

Religious (Creed) Harassment

Prohibited religious harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's religion or creed and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's religious tradition, clothing, or surnames, and/or involves religious slurs.

National Origin/Ancestry Harassment

Prohibited national origin/ancestry harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's national origin or ancestry and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's national origin or ancestry, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

Disability Harassment

Prohibited disability harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's disability and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's disability, such as negative comments about speech patterns, movement, physical impairments or defects/appearances, or the like. Such harassment may further occur where conduct is directed at or pertains to a person's genetic information.

Anti-Harassment Compliance Officers

The following individual(s) shall serve as the District's Anti-Harassment Compliance Officer(s) (hereinafter, "the Compliance Officer(s)"):

[DRAFTING NOTE: Neola suggests the Board appoint both a male and a female Compliance Officer in order to provide Complainants with the option to report their concerns to an individual of the gender with which they feel most comfortable. The same individual(s) assigned to serve as Compliance Officer(s) may also be assigned to serve as the District's Section 504 Compliance Officer(s) /ADA Coordinator(s) and/or Title IX Coordinator(s). Additionally, by appointing two (2) Compliance Officers, there should also be a Compliance Officer available to investigate a claim of harassment that pertains to the other Compliance Officer.]

_____

(Name)

_____

(School District Title)

_____

(Telephone Number)

_____

(Office Address)

_____
(E-mail Address)

_____
(Name)

_____
(School District Title)

_____
(Telephone Number)

_____
(Office Address)

_____
(E-mail Address)

The names, titles, and contact information of these individuals will be published annually on the District's website **( )** and:

A. **( )** in the parent and staff handbooks.

B. **( )** in the School District Annual Report to the public

C. **( )** in the School District's calendar.

D. **( )** _____.

The Compliance Officer(s) **( )** is **( )** are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding harassment.

The Compliance Officer(s) will be available during regular school/work hours to discuss concerns related to unlawful harassment, to assist students, other members of the District community, and third parties who seek support or advice when informing another individual about "unwelcome" conduct, or to intercede informally on behalf of the individual in those instances where concerns have not resulted in the filing of a formal complaint and where all parties are in agreement to participate in an informal process.

Compliance Officers shall accept reports of unlawful harassment directly from any member of the School District community or a Third Party or receive reports that are initially filed with an administrator, supervisor, or other District level official. Upon receipt of a report of alleged harassment, the Compliance Officer(s) will contact the Complainant and begin either an informal or formal complaint process (depending on the request of the Complainant or the nature of the alleged harassment), or the Compliance Officer(s) will designate a specific individual to conduct such a process. The Compliance Officer(s) will provide a copy of this policy to the Complainant and Respondent. In the case of a formal complaint, the Compliance Officer(s) will prepare recommendations for the Superintendent or will oversee the preparation of such recommendations by a designee. All Board employees must report incidents of harassment that are reported to them to the Compliance Officer within two (2) days of learning of the incident.

Any Board employee who directly observes unlawful harassment is obligated, in accordance with this policy, to report such observations to the Compliance Officer(s) within two (2) days. Additionally, any Board employee who observes an act of unlawful harassment is expected to intervene to stop the harassment, unless circumstances make such an intervention dangerous, in which case the staff member should immediately notify other Board employees and/or local law enforcement officials, as necessary, to stop the harassment. Thereafter, the Compliance Officer(s) or designee must contact the Complainant, if age eighteen (18) or older, or Complainant's parents/guardians if the Complainant is under the age eighteen (18), within two (2) days to advise of the Board's intent to investigate the alleged wrongdoing.

Reports and Complaints of Harassing Conduct

Members of the School District community along with Third Parties are encouraged to promptly report incidents of harassing conduct to an administrator, supervisor or other School District official so that the Board may address the conduct before it becomes severe, pervasive, or persistent. Any administrator, supervisor, or other District official who receives such a report shall file it with the Compliance Officer within two (2) days of receiving the report of harassment.

Members of the School District community and Third Parties who believe they have been unlawfully harassed by another member of the School District community or a Third Party are entitled to utilize the Board's complaint process that is set forth below. Initiating a complaint, whether formally or informally, will not adversely affect the Complainant's employment or participation in educational or extra-curricular programs. While there are no time limits for initiating complaints of harassment under this policy, individuals should make every effort to file a complaint as soon as possible after the conduct occurs while the facts are known and potential witnesses are available.

If, during an investigation of alleged bullying, aggressive behavior, and/or harassment in accordance with Policy 5517.01 - Bullying and Other Forms of Aggressive Behavior, the Principal believes that the reported misconduct may have created a hostile work environment and may have constituted unlawful discriminatory harassment based on a Protected Class, the Principal shall report the act of bullying, aggressive behavior and/or harassment to the Compliance Officers who shall investigate the allegation in accordance with this policy. If the alleged harassment involves Sexual Harassment as defined by Policy 2266, the matter will be handled in accordance with the grievance process and procedures outlined in Policy 2266. While the Compliance Officer investigates the allegation, or the matter is being addressed pursuant to Policy 2266, the Principal shall suspend the Policy 5517.01 investigation to await the Compliance Officer's written report or the determination of responsibility pursuant to Policy 2266. The Compliance Officer shall keep the Principal informed of the status of the Policy 1662 investigation and provide the Principal with a copy of the resulting written report. Likewise, the Title IX Coordinator will provide the Principal with the determination of responsibility that results from the Policy 2266 grievance process.

Investigation and Complaint Procedure (See Form 1662 F1)

Except for Sexual Harassment that is covered by Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities, any employee or other member of the School District community or Third Party (e.g., visitor to the District) who believes that they have been subjected to unlawful harassment or retaliation may seek resolution of the complaint through the procedures described below. The formal complaint process involves an investigation of the Complainant's claims of harassment or retaliation and a process for rendering a decision regarding whether the charges are substantiated.

Due to the sensitivity surrounding complaints of unlawful harassment or retaliation, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a complaint within thirty (30) days after the conduct occurs while the facts are known and potential witnesses are available. Once the formal complaint process is begun, the investigation will be completed in a timely manner (ordinarily, within fifteen (15) business days of the complaint being received).

The procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of unlawful harassment or retaliation with the United States Department of Education Office for Civil Rights, the Ohio Civil Rights Commission ("OCRC"), and/or Equal Employment Opportunity Commission ("EEOC").

Informal Complaint Procedure

The goal of the informal complaint procedure is to promptly stop inappropriate behavior and to facilitate resolution through an informal means, if possible. The informal complaint procedure is provided as a less formal option for a student, other member of the School District community, or Third Party who alleges unlawful harassment or retaliation. This informal procedure is not required as a precursor to the filing of a formal complaint. The informal process is only available in those circumstances where the Complainant and the Respondent mutually agree to participate in it.

The Complainant may proceed immediately to the formal complaint process and individuals who seek resolution through the informal procedure may request that the informal process be terminated at any time to move to the formal complaint process.

All complaints involving a District employee, any other adult member of the School District community, or a Third Party and a student will be formally investigated.

As an initial course of action, if a Complainant feels comfortable and safe in doing so, the individual should tell or otherwise inform the Respondent that the allegedly harassing conduct is inappropriate and must stop. The Complainant should address the allegedly harassing conduct as soon after it occurs as possible. The Compliance Officers are available to support and counsel individuals when taking this initial step or to intervene on behalf of the Complainant if requested to do so. A Complainant who is uncomfortable or unwilling to directly approach the Respondent about the alleged inappropriate conduct may file an informal or formal complaint. In addition, with regard to certain types of unlawful harassment, such as sexual harassment, the Compliance Officer may advise against the use of the informal complaint process.

A Complainant may make an informal complaint, either orally or in writing: 1) to a teacher, other employee, or building administrator; 2) directly to one of the Compliance Officers; and/or 3) to the Superintendent or other District-level employee.

All informal complaints must be reported to one of the Compliance Officers, who will either facilitate an informal resolution as described below or appoint another individual to facilitate an informal resolution.

The Board's informal complaint procedure is designed to provide employees, other members of the School District community, or third parties who believe they are being unlawfully harassed with a range of options designed to bring about a resolution of their concerns. Depending upon the nature of the complaint and the wishes of the Complainant, informal resolution may involve, but not be limited to, one or more of the following:

A. Advising the Complainant about how to communicate the unwelcome nature of the behavior to the Respondent.

B. Distributing a copy of this policy as a reminder to the individuals in the school building or office where the Respondent works or attends.

C. If both parties agree, the Compliance Officer may arrange and facilitate a meeting or mediation between the Complainant and the Respondent to work out a mutual resolution.

While there are no set time limits within which an informal complaint must be resolved, the Compliance Officer/designee is directed to attempt to resolve all informal complaints within fifteen (15) business days of receiving the informal complaint. If the Complainant is dissatisfied with the informal complaint process, the Complainant may proceed to file a formal complaint and, as stated above, either party may request that the informal process be terminated at any time to move to the formal complaint process.

Formal Complaint Procedure

If a complaint is not resolved through the informal complaint process, if one of the parties has requested that the informal complaint process be terminated to move to the formal complaint process, or the Complainant, from the outset, elects to file a formal complaint, or the CO determines the allegations are not appropriate for resolution through the informal process, the formal complaint process shall be implemented.

The Complainant may file a formal complaint, either orally or in writing, with a teacher, Principal, the Compliance Officer, Superintendent, or other District official. Due to the sensitivity surrounding complaints of unlawful harassment and retaliation, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a formal complaint within thirty (30) days after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a teacher, Principal, Superintendent, or other District official, either orally or in writing, about any complaint of harassment or retaliation, that employee must report such information to the Compliance Officer within two (2) business days.

Throughout the course of the process, the Compliance Officer should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All formal complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the Compliance Officer shall ask for such details in an oral interview. Thereafter, the Compliance Officer will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a formal complaint, the Compliance Officer will consider whether any action should be taken in the investigatory phase to protect the Complainant from further harassment or retaliation including, but not limited to, a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the Compliance Officer should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the Compliance Officer may still take whatever actions deemed appropriate in consultation with the Superintendent.

Within two (2) business days of receiving the complaint, the Compliance Officer/designee will initiate a formal investigation to determine whether the Complainant has been subjected to offensive conduct/harassment/retaliation. The Principal will not conduct an investigation unless directed to do so by the Compliance Officer.

Simultaneously, the Compliance Officer will inform the Respondent that a formal complaint has been received. The Respondent will be informed about the nature of the allegations and provided with a copy of any relevant policies and/or administrative guidelines, including the Board's Anti-Harassment Policy. The Respondent must also be informed of the

opportunity to submit a written response to the complaint within five (5) business days.

Although certain cases may require additional time, the Compliance Officer/designee will attempt to complete an investigation into the allegations of harassment/retaliation within fifteen (15) business days of receiving the formal complaint. The investigation will include:

A. interviews with the Complainant;

B. interviews with the Respondent;

C. interviews with any other witnesses who may reasonably be expected to have any information relevant to the allegations;

D. consideration of any documentation or other information presented by the Complainant, Respondent, or any other witness that is reasonably believed to be relevant to the allegations.

At the conclusion of the investigation, the Compliance Officer or the designee shall prepare and deliver a written report to the Superintendent that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of unlawful harassment as provided in Board policy and State and Federal law as to whether the Complainant has been subjected to unlawful harassment. The Compliance Officer's recommendations must be based upon the totality of the circumstances. In determining if discriminatory harassment or retaliation occurred, a preponderance of evidence standard will be used. The Compliance Officer may consult with the Board's legal counsel before finalizing the report to the Superintendent.

Absent extenuating circumstances, within five (5) business days of receiving the report of the Compliance Officer/designee, the Superintendent must either issue a written decision regarding whether the complaint of harassment has been substantiated or request further investigation. A copy of the Superintendent's final decision will be delivered to both the Complainant and the Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) business days. At the conclusion of the additional investigation, the Superintendent must issue a written decision as described above.

[ ] The decision of the Superintendent shall be final.

[OR]

[ ] A Complainant or Respondent who is dissatisfied with the final decision of the Superintendent may appeal through a signed written statement to the Board within five (5) business days of the party's receipt of the Superintendent's decision. The written statement of appeal must be submitted to the Treasurer/CFO.

In an attempt to resolve the complaint, the Board shall meet with the concerned parties and their representative within twenty (20) business days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each party within ten (10) business days of this meeting. The decision of the Board will be final.

[END OF OPTIONS]

The Board reserves the right to investigate and resolve a complaint or report of unlawful harassment/retaliation regardless of whether the member of the School District community or Third Party alleging the unlawful harassment/retaliation pursues the complaint. The Board also reserves the right to have the formal complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board or its designee.

The parties may be represented, at their own cost, at any of the above-described meetings/hearings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint process is not a prerequisite to the pursuit of other remedies.

Privacy/Confidentiality

The District will employ all reasonable efforts to protect the rights of the Complainant, the Respondent, and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform

with any discovery or disclosure obligations. All records generated under the terms of this policy and related administrative guidelines shall be maintained as confidential to the extent permitted by law. Confidentiality, however, cannot be guaranteed. Additionally, the Respondent must be provided the Complainant's identity.

During the course of a formal investigation, the Compliance Officer/designee will instruct all members of the School District community and Third Parties who are interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of a harassment investigation is expected not to disclose any information that is learned or provided during the course of the investigation.

Sanctions and Monitoring

The Board shall vigorously enforce its prohibitions against unlawful harassment/retaliation by taking appropriate action reasonably calculated to stop the harassment and prevent further such harassment. While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and the terms of the relevant collective bargaining agreement(s). When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter. In those cases where unlawful harassment is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies, consistent with the terms of the relevant collective bargaining agreement(s).

Where the Board becomes aware that a prior remedial action has been taken against a member of the School District community, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its recurrence, and remedy its effects.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging unlawful harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made unlawful by any Federal or State civil rights law, or because that individual made a report, formal complaint testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

Allegations Constituting Criminal Conduct: Child Abuse/Sexual Misconduct

State law requires any school teacher or school employee who knows or suspects that a child with a disability under the age of twenty-one (21) or that a child under the age of eighteen (18) has suffered or faces a threat of suffering a physical or mental wound, disability or condition of a nature that reasonably indicates abuse or neglect of a child to immediately report that knowledge or suspicion to the county children's services agency. If, during the course of a harassment investigation, the Compliance Officer or a designee has reason to believe or suspect that the alleged conduct reasonably indicates abuse or neglect of the Complainant, a report of such knowledge must be made in accordance with State law and Board Policy.

State law defines certain contact between a teacher and a student as "sexual battery." If the Compliance Officer or a designee has reason to believe that the Complainant has been the victim of criminal conduct as defined in Ohio's Criminal Code, such knowledge should be immediately reported to local law enforcement.

Any reports made to a county children's services agency or to local law enforcement shall not terminate the Compliance Officer or a designee's obligation and responsibility to continue to investigate a complaint of harassment. While the Compliance Officer or a designee may work cooperatively with outside agencies to conduct concurrent investigations, in no event shall the harassment investigation be inhibited by the involvement of outside agencies without good cause after consultation with the Superintendent.

Allegations Involving Conduct Unbecoming the Teaching Profession/Suspension

The Superintendent will report to the Ohio Department of Education, on forms provided for that purpose, matters of misconduct on the part of licensed professional staff members convicted of sexual battery, and will, in accordance with Policy 8141, suspend such employee from all duties that concern or involve the care, custody, or control of a child during the pendency of any criminal action for which that person has been arrested, summoned and/or indicted in that regard.

Education and Training

In support of this Anti-Harassment Policy, the Board promotes preventative educational measures to create greater awareness of unlawful discriminatory practices. The Superintendent shall provide appropriate information to all members of the School District community related to the implementation of this policy and shall provide training for District students and staff where appropriate. All training, as well as all information provided regarding the Board's policy and harassment in general, will be age and content appropriate.

Retention of Investigatory Records and Materials

The Compliance Officer(s) is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315) created and/or received as part of an investigation, which may include but not be limited to:

A. all written reports/allegations/complaints/grievances/statements/responses pertaining to an alleged violation of this policy;

B. any narratives that memorialize oral reports/allegations/complaints/grievances/statements/responses pertaining to an alleged violation of this policy;

C. any documentation that memorializes the actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities related to the investigation and/or the District's response to the alleged violation of this policy;

D. written witness statements;

E. narratives, notes from, or audio, video, or digital recordings of witness interviews/statements;

F. e-mails, texts, or social media posts that directly relate to or constitute evidence pertaining to an alleged violation of this policy (i.e., not after-the-fact commentary about or media coverage of the incident);

G. notes or summaries prepared contemporaneously by the investigator in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.), but not including transitory notes whose content is otherwise memorialized in other documents;

H. written disciplinary sanctions issued to students or employees and other documentation that memorializes oral disciplinary sanctions issued to students or employees for violations of this policy;

I. dated written determinations/reports (including summaries of relevant exculpatory and inculpatory evidence) and other documentation that memorializes oral notifications to the parties concerning the outcome of the investigation, including any consequences imposed as a result of a violation of this policy;

J. documentation of any supportive measures offered and/or provided to the Complainant and/or the Respondent, including no-contact orders issued to both parties, the dates the no-contact orders were issued, and the dates the parties acknowledged receipt of the no-contact orders;

K. documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

L. copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Code of Conduct and/or Employee Handbooks);

M. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

[DRAFTING NOTE: The following options should be selected if the district concludes that the following

~~**items are not adequately encompassed in the preceding paragraphs.]**~~

N. ~~**( )** documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; **[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time and location of the training, and a copy of the materials reviewed and/or presented during the training.]**~~

O. ~~**( )** documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;~~

P. ~~**( )** copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;~~

Q. ~~**( )** copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;~~

R. ~~**( )** copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.~~

~~The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law (e.g., R.C. 3319.321) – e.g., student records and confidential medical records.~~

~~The documents, ESI, and electronic media (as defined in Policy 8315) created or received as part of an investigation shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.~~

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Legal

R.C. 4112.02

20 U.S.C. 1400 et seq., The Individuals with Disabilities Education Improvement Act of 2004 (IDEIA)

20 U.S.C. 1681 et seq.

29 U.S.C. 621 et seq., Age Discrimination in Employment Act of 1967

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

29 C.F.R. Part 1635

42 U.S.C. 6101, The Age Discrimination Act of 1975

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

42 U.S.C. 2000d et seq.

42 U.S.C. 2000e et seq.

42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act

42 U.S.C. 1983

National School Boards Association Inquiry and Analysis - May 2008

Book	Policy Manual
Section	Vol. 44, No. 1 - Nondiscrimination - August 2025
Title	Vol. 44, No. 1 - Nondiscrimination - August 2025 Technical Correction SECTION 504/ADA PROHIBITION AGAINST DISCRIMINATION BASED ON DISABILITY
Code	*po2260.01 JP (completed)
Status	
Adopted	March 19, 2007
Last Revised	May 3, 2021

Technical Correction Policy - Vol. 44, No. 1

2260.01 - **SECTION 504/ADA PROHIBITION AGAINST DISCRIMINATION BASED ON DISABILITY**

Pursuant to Section 504 of the Rehabilitation Act of 1973 ("Section 504"), the Americans with Disabilities Act of 1990, as amended ("ADA"), and the implementing regulations (collectively "Section 504/ADA"), no otherwise qualified individual with a disability shall, solely by reason of the individual's ~~his/her~~ disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Board of Education does not discriminate in admission or access to, or participation or treatment in its programs or activities. As such, the Board's policies and practices will not discriminate against students with disabilities and the Board will make its facilities, programs, and activities accessible to qualified individuals with disabilities. No discrimination will be knowingly permitted against any individual with a disability on the sole basis of that disability in any of the programs, activities, policies, and/or practices in the District.

"An individual with a disability" means a person who has, had a record of, or is regarded as having, a physical or mental impairment that substantially limits one (1) or more major life activities. Major life activities are functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, eating, sleeping, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working.

Major life activities also include the operation of a major bodily function including, but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions.

An impairment that is episodic in nature or in remission is considered a disability if it would substantially limit a major life activity when active.

The determination of whether an impairment substantially limits a major life activity must be made without regard to the ameliorative effects of mitigating measures such as medication, medical supplies, equipment or appliances, low-vision devices (not including ordinary eyeglasses or contact lenses), prosthetics (including limbs and devices), hearing aids and cochlear implants or other implantable hearing devices, mobility devices, oxygen therapy equipment or supplies, assistive technology, reasonable accommodations or auxiliary aids or services, or learned behavioral or adaptive neurological modifications.

With respect to public preschool, elementary, and secondary educational services, a qualified person with a disability means a disabled person:

A. who is of an age during which nondisabled persons are provided educational services;

B. who is of any age during which it is mandatory under Ohio law to provide educational services to disabled persons; or

C. to whom the State is required to provide a free, appropriate public education pursuant to the Individuals with Disabilities Education Improvement Act ("IDEIA").

With respect to vocational education services, a qualified person with a disability means a person with a disability who meets the academic and technical standards requisite to admission or participation in the vocational program or activity. The Board will not deny a student with disabilities access to its vocational education programs or courses due to architectural and/or equipment barriers, or because the student needs related aids or services to receive an appropriate education.

Compliance Officer(s)

The Board designates the following individual(s) to serve as the District's 504 Compliance Officer(s)/ADA Coordinator(s) (hereinafter referred to as the "District Compliance Officer(s)"):

[DRAFTING NOTE: Neola suggests the Board appoint both a male and a female District Compliance Officer in order to provide complainants with the option to report their concerns to an individual of the gender with which they feel most comfortable. Additionally, by appointing two (2) District Compliance Officers, there should always be a Compliance Officer available to investigate a claim that pertains to the other Compliance Officer.]

Director of Special Education
74 W. William Street
Delaware, OH 43015

740-833-1100

The name(s), title(s), and contact information of this/these individual(s) will be published annually on the School District's website. ~~**( )** and:~~

A. ~~**( )** in the parent/student and staff handbooks.~~

B. ~~**( )** in the School District Annual Report to the public.~~

C. ~~**( )** on each individual school's website.~~

D. ~~**( )** in the School District's calendar.~~

E. ~~**( ) [Other]** _____. **[END OF OPTIONS]**~~

Building Principals shall serve as Building Section 504/ADA Compliance Officer(s) ("Building Compliance Officer(s)").

The District Compliance Officer(s) **(x)** is ~~**( )** are~~ responsible for coordinating the District's efforts to comply with and fulfill its responsibilities under Section 504 and Title II of the ADA. A copy of Section 504 and the ADA, including copies of their implementing regulations, may be obtained from the District Compliance Officer.

The District Compliance Officer(s) will oversee the investigation of any complaints of discrimination based on disability, which may be filed pursuant to the Board's adopted internal complaint procedure, and will attempt to resolve such complaints.

The Board will provide for the prompt and equitable resolution of complaints alleging violations of Section 504/ADA. See below. The Board will further establish and implement a system of procedural safeguards in accordance with Section 504, including the right to an impartial due process hearing. See AG 2260.01B.

Training

The District Compliance Officer(s) will also oversee the training of employees in the District so that all employees understand their rights and responsibilities under Section 504 and the ADA, and are informed of the Board's policies, administrative guidelines, and practices with respect to fully implementing and complying with the requirements of Section 504/ADA.

The Board will provide in-service training and consultation to staff responsible for the education of persons with disabilities, as necessary and appropriate.

Facilities

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

For facilities constructed or altered after June 3, 1977, the District will comply with applicable accessibility standards. For those existing facilities constructed prior to June 3, 1977, the District is committed to operating its programs and activities so that they are readily accessible to persons with disabilities. This includes, but is not limited to, providing accommodations to parents with disabilities who desire access to their child's educational program or meetings pertinent thereto. Programs and activities will be designed and scheduled so that the location and nature of the facility or area will not deny a student with a disability the opportunity to participate on the same basis as students without disabilities.

Education

The Board is committed to identifying, evaluating, and providing a free, appropriate public education ("FAPE") to students within its jurisdiction who have a physical or mental impairment that substantially limits one (1) or more major life activities, regardless of the nature or severity of their disabilities.

An appropriate education may include regular or special education and related aids and services to accommodate the unique needs of students with disabilities. For students with disabilities who are not eligible for specially designed instruction under the IDEIA, the special education and related aids and services (including accommodations/modifications/interventions) they need in order to have their needs met as adequately as the needs of nondisabled students are met, shall be delineated, along with their placement, in a Section 504 Plan (Form 2260.01A F13). Parents/guardians/custodians ("parents") are invited and encouraged to participate fully in the evaluation process and development of a Section 504 Plan. The quality of education services provided to students with disabilities will be equal to the quality of services provided to students without disabilities.

The Board is committed to educating (or providing for the education of) each qualified person with a disability, who resides within the District, with persons who are not disabled to the maximum extent appropriate. Generally, the District will place a person with a disability in the regular educational environment unless it is demonstrated that the education of the person in the regular environment, even with the use of supplementary aids and services, cannot be achieved satisfactorily. If the District places a person in a setting other than the regular educational environment, it shall take into account the proximity of the alternate setting to the person's home. If the Board operates a separate class or facility that is identifiable as being for persons with disabilities, the facility, program, and activities and services must be comparable to the facilities, programs, and activities and services offered to students without a disability.

The Board will provide non-academic extracurricular services and activities in such a manner as is necessary to afford qualified persons with disabilities an equal opportunity for participation in such services and activities. Non-academic and extracurricular services and activities may include counseling services, physical recreational athletics, transportation, health services, recreational activities, special interest groups or clubs sponsored by the District, referrals to agencies that provide assistance to persons with disabilities, and employment of students. In providing or arranging for the provision of meals and recess periods, and non-academic and extracurricular services and activities, including those listed above, the District will verify that persons with disabilities participate with persons without disabilities in such services and activities to the maximum extent appropriate.

Notice

Notice of the Board's policy on nondiscrimination in education practices and the identity of the District's Compliance Officer(s) will be published on the District's website, ~~and~~ posted throughout the District, and included in the District's recruitment statements or general information publications.

Complaint Procedures

If a person believes that they have~~s/he has~~ been discriminated against on the basis of their~~his/her~~ disability, the person may utilize the following complaint procedures as a means of reaching, at the lowest possible administrative level, a prompt and equitable resolution of the matter.

In accordance with Section 504 of the Rehabilitation Act of 1973 and its implementing regulations ("Section 504"), parents and students will be notified of their right to file an internal complaint regarding an alleged violation, misinterpretation, or misapplication of Section 504. In addition, students and their parents will be notified of their right to file a complaint with the U.S. Department of Education's Office for Civil Rights. Finally, students and parents will be advised of their right to request a due process hearing before an Impartial Hearing Officer ("IHO") regarding the identification, evaluation, or educational placement of persons with disabilities, and their right to examine relevant education records.

Internal complaints and requests for due process hearings must be put in writing and must identify the specific circumstances or areas of dispute that have given rise to the complaint or the request for a hearing, and offer possible solutions to the dispute. The complaint or request for a due process hearing must be filed with a District Compliance Officer within specified time limits. The District's Compliance Officer is available to assist individuals in filing a complaint or request.

Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., a day(s) that the Board office is open for normal operating hours, Monday–Friday, excluding State-recognized holidays).

Internal Complaint Procedures

An internal complaint may be filed by a student and/or parent. A student and/or parent may initiate the internal complaint procedure when theys~~/he/they~~ believe that a violation, misapplication, or misinterpretation of Section 504 has occurred. Additionally, the following procedure may be used for any disagreement with respect to actions regarding the identification, evaluation, or educational program or placement of students who are identified as disabled or believed to be disabled pursuant to Section 504, and are not eligible under the IDEIA, except in the case of disciplinary actions where the provisions of the Student Code of Conduct apply. Use of the internal complaint procedure is not a prerequisite to the pursuit of other remedies, including the filing of a complaint with the U.S. Department of Education's Office for Civil Rights or requesting a due process hearing.

Step 1

Investigation by the Building Compliance Officer: A student or parent may initiate an investigation by filing a written internal complaint with the Building Compliance Officer. The complaint should fully describe the circumstances giving rise to the dispute and how the child is adversely affected. The complaint must be filed as soon as possible, but not longer than thirty (30) days after disclosure of the facts giving rise to the complaint. The Building Compliance Officer shall conduct an impartial investigation of the complaint. As part of the investigation, the Building Compliance Officer shall permit the complainant to present witnesses and other evidence in support of the complaint. The investigation shall be completed within fifteen (15) days of the written complaint being filed. The Building Compliance Officer will notify the complainant in writing of their~~his/her~~ decision.

Step 2

Appeal to the District Compliance Officer: If the complaint is not resolved satisfactorily at Step 1, the student or parent may appeal the Building Compliance Officer's decision in writing to the District Compliance Officer. The appeal must be made within five (5) days following receipt of the Building Compliance Officer's decision. The District Compliance Officer will review the case, may conduct an informal hearing, and will notify all parties in writing of their~~his/her~~ decision within ten (10) days of receiving the appeal.

Step 3

If the complaint is not resolved satisfactorily at Step 2, the student or parent may request a due process hearing, provided the complaint involves an issue related to the identification, evaluation, or placement of the student.

If it is determined that the Complainant was subjected to unlawful discrimination, the Building and District Compliance Officers must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the discrimination/retaliation. The corrective action should be reasonable, timely, age-appropriate, and effective, and tailored to the specific situation.

OCR Complaint

At any time, if a student or parent believes that they haves~~/he has~~ been subjected to discrimination based upon their~~his/her~~ disability in violation of Section 504 or the ADA, the individual may file a complaint with the U.S. Department of Education's Office for Civil Rights ("OCR"). The OCR can be reached at:

U.S. Department of Education
Office for Civil Rights
Lyndon Baines Johnson Department of Education Bldg.
400 Maryland Ave., SW
Washington, DC 20202-1100
Telephone: (800) 421-3481
FAX: (202) 453-6012
TDD: 800-877-8339
E-mail: OCR@ed.gov

Web: http://www.ed.gov/ocr

~~U.S. Department of Education~~
~~Office for Civil Rights~~
~~Cleveland Office~~
~~1350 Euclid Avenue, Suite 325~~
~~Cleveland, Ohio 44115~~
~~(216) 522-4970~~
~~FAX: (216) 522-2573~~
~~TDD: (216) 522-4944~~
~~E-mail: OCR.Cleveland@ed.gov~~
~~Web: http://www.ed.gov/ocr~~

Except in extraordinary circumstances, the OCR does not review the result of individual placement and other educational decisions, so long as the District complies with the "process" requirements of Subpart D of Section 504.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging unlawful discrimination/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made unlawful by Section 504 or the ADA, or because that individual made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

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Legal	29 U.S.C. 794, Section 504 Rehabilitation Act of 1973, as amended
	34 C.F.R. Part 104
	42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended

Book	Policy Manual
Section	Vol. 44, No. 1 - Nondiscrimination - August 2025
Title	Vol. 44, No. 1 - Nondiscrimination - August 2025 Technical Correction NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY
Code	*po2260 JP (completed)
Status	
Adopted	January 8, 2001
Last Revised	May 17, 2021

Technical Correction Policy - Vol. 44, No. 1

2260 - **NONDISCRIMINATION AND ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY**

Any form of discrimination or harassment can be devastating to an individual's academic progress, social relationship and/or personal sense of self-worth. As such, the Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation or gender identity), disability, age (except as authorized by law), religion, military status, ancestry, or genetic information (collectively, Protected Classes) in its educational programs or activities.

The Board also does not discriminate on the basis of Protected Classes in its employment policies and practices as they relate to students, and does not tolerate harassment of any kind.

Equal educational opportunities shall be available to all students, without regard to the Protected Classes, age (unless age is a factor necessary to the normal operation or the achievement of any legitimate objective of the program/activity), place of residence within the boundaries of the District, or social or economic background, to learn through the curriculum offered in this District. Educational programs shall be designed to meet the varying needs of all students.

In order to achieve the aforesaid goal, the Superintendent shall:

A. **Curriculum Content**

review current and proposed courses of study and textbooks to detect any bias based upon the Protected Classes; ascertaining whether or not supplemental materials, singly or taken as a whole, fairly depict the contribution of both genders, various races, ethnic groups, etc., toward the development of human society;

B. **Staff Training**

develop an ongoing program of in-service training for school personnel designed to identify and solve problems of bias based upon the Protected Classes in all aspects of the program;

C. **Student Access**

1. review current and proposed programs, activities, facilities, and practices to verify that all students have equal access thereto and are not segregated on the basis of the Protected Classes in any duty, work, play, classroom, or school practice, except as may be permitted under State and Federal laws and regulations;

2. verify that facilities are made available, in accordance with Board Policy 7510 - Use of District Premises, for non-curricular student activities that are initiated by parents or other members of the community including, but not limited to, any group officially affiliated with the Boy Scouts of America or any other youth group listed in Title 36 of the United States Code as a patriotic society;

D. **District Support**

verify that like aspects of the District program receive like support as to staff size and compensation, purchase and

maintenance of facilities and equipment, access to such facilities and equipment, and related matters;

E. **Student Evaluation**

verify that tests, procedures, and guidance and counseling materials, which are designed to evaluate student progress, rate aptitudes, analyze personality, or in any manner establish or tend to establish a category by which a student may be judged, are not differentiated or stereotyped on the basis of the Protected Classes.

Definitions:

Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.

Complainant is the individual who alleges, or is alleged, to have been subjected to unlawful discrimination/retaliation, regardless of whether the person files a formal complaint or is pursuing an informal resolution to the alleged discrimination/retaliation.

Respondent is the individual who has been alleged to have engaged in unlawful discrimination/retaliation, regardless of whether the Reporting Party files a formal complaint or is seeking an informal resolution to the alleged discrimination/retaliation.

School District community means students and Board employees (i.e., administrators and professional and classified staff), as well as Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties include, but are not limited to, guests and/or visitors on School District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off District property).

Day(s): Unless expressly stated otherwise, the term day or days as used in this policy means a business day(s) (i.e., a day(s) that the Board office is open for normal operating hours, Monday-Friday, excluding State-recognized holidays).

District Compliance Officers

The Board designates the following individuals to serve as the District's Compliance Officers (also known as Civil Rights Coordinators) (hereinafter referred to as the COs):

[NOTE: Neola suggests the Board appoint both a male and a female CO in order to provide Complainants with the option to report their concerns to an individual of the gender with which they feel most comfortable. The COs may also serve as the District's Section 504 Compliance Officer/ADA Coordinator and Title IX Coordinator. Additionally, by appointing two (2) COs, there should always be a CO available to investigate a claim of discrimination that pertains to the other CO.]

Assistant Superintendent

74 W. William Street

Delaware, OH 43015

740-833-1100

The names, titles, and contact information of these individuals will be published annually on the School District's website. ~~( ) and:~~

A. ~~( ) in the parent/student and staff handbooks.~~

B. ~~( ) in the School District Annual Report to the public.~~

C. ~~( ) on each individual school's website.~~

D. ~~( ) in the School District's calendar.~~

E. ~~( ) [Other] _____.~~

The COs are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination, retaliation, or denial of equal access. The COs shall also verify that proper notice of nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 (as amended), and the Age Discrimination Act of 1975 is provided to students, their parents, staff members, and the general public. A copy of each of the Acts and regulations on which this notice is based may be found in the CO's office.

The Superintendent shall annually attempt to identify children with disabilities, ages 3-22, who reside in the District but do not receive public education.

The Board is committed to educating (or providing for the education of) each qualified person with a disability with persons who are not disabled to the maximum extent appropriate. Generally, the District will place a person with a disability in the regular educational environment unless it is demonstrated that the education of the person in the regular environment, even with the use of supplementary aids and services, cannot be achieved satisfactorily. If the Board operates a separate class or facility that is identifiable as being for persons with disabilities, the facility, program, and activities and services must be comparable to the facilities, programs, and activities and services offered to students without a disability.

In addition, the Superintendent shall establish procedures to identify students who are Limited English Proficient ("LEP"), including immigrant children and youth, to assess their ability to participate in District programs, and develop and administer a program that meets the English language and academic needs of these students. This program shall include procedures for student placement, services, evaluation, and exit guidelines and shall be designed to provide students with effective instruction that leads to academic achievement and timely acquisition of proficiency in English. As a part of this program, the District will evaluate the progress of students in achieving English language proficiency in the areas of listening, speaking, reading, and writing on an annual basis (see AG 2260F). The Superintendent is responsible for verifying that a concentration of students who are Limited English Proficient ("LEP") in one (1) or more programs is not the result of discrimination.

Reports and Complaints of Unlawful Discrimination and Retaliation

Students, Board employees, ~~and Board employees are required, and~~ all other members of the School District community, and Third Parties are required to report incidents of unlawful discrimination and/or retaliation to a teacher, administrator, supervisor, or other District official so that the Board may address the conduct. Any teacher, administrator, supervisor, or other District employee or official who receives such a report shall file it with the CO within two (2) days.

Members of the School District community, which includes students and~~or~~ Third Parties, who believe they have been unlawfully discriminated/retaliated against are entitled to utilize the complaint process set forth below. Initiating a complaint, whether formally or informally, will not adversely affect the Complainant's employment or participation in educational or extra-curricular programs. While there are no time limits for initiating complaints under this policy, individuals should make every effort to file a complaint as soon as possible after the conduct occurs, while the facts are known and potential witnesses are available.

If, during an investigation of alleged bullying, aggressive behavior, and/or harassment in accordance with Policy 5517.01 - Bullying and Other Forms of Aggressive Behavior, the Principal believes that the reported misconduct may constitute unlawful discrimination based on a Protected Class, the Principal shall report the act to one (1) of the COs who shall investigate the allegation in accordance with this policy. While the CO investigates the allegation, the Principal shall suspend the Policy 5517.01 investigation to await the CO's written report. The CO shall keep the Principal informed of the status of the Policy 2260 investigation and provide the Principal with a copy of the resulting written report.

The COs will be available during regular school/work hours to discuss concerns related to unlawful discrimination/retaliation. The COs shall accept reports of unlawful discrimination/retaliation directly from any member of the School District community or a Third Party, or receive reports that are initially filed with another Board employee. Upon receipt of a report of alleged discrimination/retaliation, the CO will contact the Complainant and begin either an informal or formal complaint process (depending on the Complainant's request and the nature of the alleged discrimination/retaliation), or the CO will designate a specific individual to conduct such a process. The CO will provide a copy of this policy to the Complainant and the Respondent. In the case of a formal complaint, the CO will prepare recommendations for the Superintendent or oversee the preparation of such recommendations by a designee. All members of the School District community must report incidents of discrimination/retaliation that are reported to them to the CO within two (2) days of learning of the incident/conduct.

Any Board employee who directly observes unlawful discrimination/retaliation of a student is obligated, in accordance with this policy, to report such observations to one (1) of the COs within two (2) business days. Additionally, any Board employee who observes an act of unlawful discrimination/retaliation is expected to intervene to stop the misconduct unless

circumstances make such an intervention dangerous, in which case the staff member should immediately notify other Board employees and/or local law enforcement officials, as necessary, to stop the misconduct. Thereafter, the CO/designee must contact the Complainant, if age eighteen (18) or older, or the Complainant's parents/guardians if the Complainant is under the age of eighteen (18), within two (2) days to advise of the Board's intent to investigate the alleged wrongdoing.

Investigation and Complaint Procedure

Except for sex discrimination and/or Sexual Harassment that is covered by Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities, any student who alleges to have been subjected to unlawful discrimination or retaliation may seek resolution of the complaint through the procedures described below. The formal complaint procedures involve an investigation of the individual's claims of discrimination/retaliation and a process for rendering a decision regarding whether the charges are substantiated.

Due to the sensitivity surrounding complaints of unlawful discrimination or retaliation, timelines are flexible for initiating the complaint process; however, individuals are encouraged to file a complaint within thirty (30) days after the conduct occurs. Once the formal complaint process is begun, the investigation will be completed in a timely manner (ordinarily, within fifteen (15) business days of the complaint being received).

The procedures set forth below are not intended to interfere with the rights of a student to pursue a complaint of unlawful discrimination or retaliation with the U.S. Department of Education, Office for Civil Rights, Lyndon Baines Johnson Department of Education Bldg., 400 Maryland Ave., SW, Washington, DC 20202-1100, Telephone: (800) 421-3481, FAX: (202) 453-6012, TDD: 800-877-8339, E-mail: OCR@ed.gov, Web: http://www.ed.gov/ocr~~United States Department of Education Office for Civil Rights (OCR). The Cleveland Office of the OCR can be reached at 1350 Euclid Avenue, Suite 325, Cleveland, Ohio 44115; Telephone: (216) 522-4970; Fax: (216) 522-2573; TDD: (216) 522-4944; E-mail: ocr.cleveland@ed.gov; Web: http://www.ed.gov/ocr~~.

Informal Complaint Procedure

The goal of the informal complaint procedure is to promptly stop inappropriate behavior and facilitate resolution through an informal means, if possible. The informal complaint procedure is provided as a less formal option for a student who alleges unlawful discrimination or retaliation. This informal procedure is not required as a precursor to the filing of a formal complaint.

The informal process is only available in those circumstances where the Complainant and the Respondent mutually agree to participate in it.

The Complainant may proceed immediately to the formal complaint process, and individuals who participate in the informal procedure may request that the informal process be terminated at any time to move to the formal complaint process.

All complaints involving a District employee or any other adult member of the School District community and a student will be formally investigated.

As an initial course of action, if a Complainant feels comfortable and safe doing so, the individual should tell or otherwise inform the Respondent that the alleged harassing conduct is inappropriate and must stop. The Complainant should address the allegedly harassing conduct as soon after it occurs as possible. The Compliance Officers are available to support and counsel individuals when taking this initial step or to intervene on behalf of the Complainant if requested to do so. A Complainant who is uncomfortable or unwilling to directly approach the Respondent about the alleged inappropriate conduct may file an informal or a formal complaint. In addition, with regard to certain types of unlawful harassment, such as sexual harassment, the Compliance Officer may advise against the use of the informal complaint process.

A Complainant who alleges unlawful discrimination/retaliation may make an informal complaint, either orally or in writing: 1) to a teacher, other employee, or building administrator in the school the student attends; 2) to the Superintendent or other District-level employee; and/or 3) directly to one (1) of the COs.

All informal complaints must be reported to one (1) of the COs, who will either facilitate an informal resolution as described below or appoint another individual to facilitate an informal resolution.

The School District's informal complaint procedure is designed to provide the Complainant with a range of options aimed at bringing about a prompt resolution of their concerns. Depending upon the nature of the complaint and the Complainant's wishes, informal resolution may involve, but not be limited to, one (1) or more of the following:

A. Advising the Complainant about how to communicate concerns to the Respondent.

B. Distributing a copy of Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity to the individuals in the school building or office where the Respondent works or attends.

C. If both parties agree, the CO may arrange and facilitate a meeting or mediation between the Complainant and the Respondent to work out a mutual resolution.

While there are no set time limits within which an informal complaint must be resolved, the CO or designee is directed to attempt to resolve all informal complaints within fifteen (15) business days of receiving the informal complaint. If the Complainant is dissatisfied with the informal complaint process, the Complainant may proceed to file a formal complaint and, as stated above, either party may request that the informal process be terminated at any time to move to the formal complaint process.

Formal Complaint Procedure

If a complaint is not resolved through the informal complaint process, if one of the parties requested that the informal complaint process be terminated to move to the formal complaint process, or if the Complainant, from the outset, elects to file a formal complaint, or the Compliance Officer(s) determines the allegations are not appropriate for resolution through the informal process, the formal complaint process shall be implemented.

The Complainant may file a formal complaint, either orally or in writing, with a teacher, Principal, or other District official at the student's school, the CO, Superintendent, or another District official who works at another school or at the District level. Due to the sensitivity surrounding complaints of unlawful discrimination, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a formal complaint within thirty (30) days after the conduct occurs. If a Complainant informs a teacher, Principal, or other District official at the student's school, Superintendent, or other District employee, either orally or in writing, about any complaint of discrimination/retaliation, that employee must report such information to the CO within two (2) business days.

Throughout the course of the process, the CO should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All formal complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the CO shall ask for such details in an oral interview. Thereafter, the CO will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a formal complaint, the CO will consider whether any action should be taken in the investigatory phase to protect the Complainant from further discrimination or retaliation including, but not limited to, a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the CO should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the CO may still take whatever actions deemed appropriate in consultation with the Superintendent.

Within two (2) business days of receiving the complaint, the CO or designee will initiate a formal investigation to determine whether the Complainant has been subjected to unlawful discrimination/retaliation. **(x)** The Principal will not conduct an investigation unless directed to do so by the CO. **[END OF OPTION]**

Simultaneously, the CO will inform the Respondent that a formal complaint has been received. The Respondent will be informed about the nature of the allegations and provided with a copy of any relevant policies and/or administrative guidelines, including Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity. The Respondent must also be informed of the opportunity to submit a written response to the complaint within five (5) business days.

Although certain cases may require additional time, the CO or designee will attempt to complete an investigation into the allegations of discrimination/retaliation within fifteen (15) business days of receiving the formal complaint. The investigation will include:

A. interviews with the Complainant;

B. interviews with the Respondent;

C. interviews with any other witnesses who may reasonably be expected to have any information relevant to the allegations;

D. consideration of any documentation or other information presented by the Complainant, Respondent, or any other witness that is reasonably believed to be relevant to the allegations.

At the conclusion of the investigation, the CO or designee shall prepare and deliver a written report to the Superintendent that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of unlawful discrimination/retaliation as provided in Board policy and State and Federal law as to whether the Respondent has engaged in unlawful discrimination/retaliation of the Complainant. The CO's recommendations must be based upon the totality of the circumstances. In determining if unlawful discrimination or retaliation occurred, a preponderance of evidence standard will be used. The CO may consult with the Board's legal counsel before finalizing the report to the Superintendent.

Absent extenuating circumstances, within five (5) business days of receiving the report of the CO or designee, the Superintendent must either issue a written decision regarding whether the charges have been substantiated or request further investigation. A copy of the Superintendent's final decision will be delivered to both the Complainant and the Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) days. At the conclusion of the additional investigation, the Superintendent shall issue a final written decision as described above.

If the Superintendent determines the Respondent engaged in unlawful discrimination/retaliation toward the Complainant, the Superintendent must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the discrimination/retaliation. The corrective action should be reasonable, timely, age-appropriate, and effective, and tailored to the specific situation.

[DRAFTING NOTE: Choose one (1) of the following options.]

[x] The decision of the Superintendent shall be final.

[OR]

~~**[ ]** A Complainant or Respondent who is dissatisfied with the final decision of the Superintendent may appeal through a signed written statement to the Board within five (5) business days of the party's receipt of the Superintendent's decision. The written statement of appeal must be submitted to the Treasurer/CFO.~~

~~In an attempt to resolve the complaint, the Board shall meet with the concerned parties and their representatives within twenty (20) business days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten (10) business days of this meeting. The decision of the Board will be final.~~

[END OF OPTIONS]

The Board reserves the right to investigate and resolve a complaint or report of unlawful discrimination/retaliation regardless of whether the student alleging the unlawful discrimination/retaliation pursues the complaint. The Board also reserves the right to have the formal complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board or its designee.

The parties may be represented, at their own cost, at any of the above-described meetings/hearings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person’s pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint process is not a prerequisite to the pursuit of other remedies.

Privacy/Confidentiality

The District will employ all reasonable efforts to protect the rights of the Complainant, the Respondent(s), and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, take appropriate action, and conform with any discovery or disclosure obligations. All records generated under the terms of this policy shall be maintained as confidential to the extent permitted by law. Confidentiality, however, cannot be guaranteed. Additionally, the Respondent must be provided the Complainant's identity.

During the course of a formal investigation, the CO or designee will instruct each person who is interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of an investigation is expected not to disclose to Third Parties any information that is learned or provided during the course of the investigation.

Sanctions and Monitoring

The Board shall vigorously enforce its prohibitions against unlawful discrimination/retaliation by taking appropriate action reasonably calculated to stop and prevent further misconduct. While observing the principles of due process, a violation of this policy may result in disciplinary action, up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and the terms of the relevant collective bargaining agreement(s). When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter. In those cases where unlawful discrimination/retaliation is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies, consistent with the terms of the relevant collective bargaining agreement(s).

Where the Board becomes aware that a prior remedial action has been taken against a member of the School District community, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its reoccurrence, and remedy its effects.

Retaliation

Retaliation against a person who makes a report or files a complaint alleging unlawful harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce, or interfere with any individual because the person opposed any act or practice made unlawful by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided, or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of unlawful discriminatory practices. The Superintendent shall provide appropriate information to all members of the School District community related to the implementation of this policy and shall provide training for District students and staff where appropriate. All training, as well as all information, provided regarding the Board's policy and discrimination in general, will be age and content appropriate.

Retention of Investigatory Records and Materials

The Compliance Officer(s) is responsible for overseeing the retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy must retain all information, documents, electronically stored information, and electronic media (as defined in Policy 8315) created and received as part of an investigation, which may include, but not be limited to:

A. all written reports/allegations/complaints/grievances/statements/responses pertaining to an alleged violation of this policy;

B. any narratives that memorialize oral reports/allegations/complaints/grievances/statements/responses pertaining to an alleged violation of this policy;

C. any documentation that memorializes the actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities related to the investigation and/or the District’s response to the alleged violation of this policy;

D. written witness statements;

E. narratives, notes from, or audio, video, or digital recordings of witness interviews/statements;

F. e-mails, texts, or social media posts that directly relate to or constitute evidence pertaining to an alleged violation of this policy (i.e., not after-the-fact commentary about or media coverage of the incident);

G. notes or summaries prepared contemporaneously by the investigator in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.), but not including transitory notes whose content is otherwise memorialized in other documents;

H. written disciplinary sanctions issued to students or employees and other documentation that memorializes oral disciplinary sanctions issued to students or employees for violations of this policy;

I. dated written determinations/reports (including summaries of relevant exculpatory and inculpatory evidence) and other documentation that memorializes oral notifications to the parties concerning the outcome of the investigation, including any consequences imposed as a result of a violation of this policy;

J. documentation of any supportive measures offered and/or provided to the Complainant and/or the Respondent, including no contact orders issued to both parties, the dates the no contact orders were issued, and the dates the parties acknowledged receipt of the no contact orders;

K. documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

L. copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Code of Conduct and/or Employee Handbooks);

M. copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;

[DRAFTING NOTE: The following options should be selected if the District concludes that the following items are not adequately encompassed in the preceding paragraphs.]

N. ~~**( )** documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; **[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time, and location of the training, and a copy of the materials reviewed and/or presented during the training.]**~~

O. ~~**( )** documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;~~

P. ~~**( )** copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;~~

Q. ~~**( )** copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;~~

R. ~~**( )** copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.~~

The information, documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal and/or State law (e.g., student records).

These investigative records and materials created or received as part of an investigation shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.

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Legal A.C. 3301-35-02(A)

R.C. 3301.0711, 3302.01, 3302.03, 3313.61, 3313.611, 3313.612, 3317.03

Fourteenth Amendment, U.S. Constitution

20 U.S.C. Section 1681, Title IX of Education Amendment Act

20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974

20 U.S.C. Section 7905, Boy Scouts of America Equal Access Act

29 C.F.R. Part 1635

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

34 C.F.R. Part 110 (7/27/93)

42 U.S.C. Section 2000 et seq., Civil Rights Act of 1964

42 U.S.C. Section 2000ff et seq., The Genetic Information Nondiscrimination Act

42 U.S.C. 6101 et seq., Age Discrimination Act of 1975

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

Vocational Education Program Guidelines for Eliminating Discrimination and Denial of Services, Department of Education, Office of Civil Rights, March 1979

Book	Policy Manual
Section	Vol. 44, No. 1 - August 2025
Title	Vol. 44, No. 1 - August 2025 Revised PARTICIPATION OF COMMUNITY/STEM SCHOOL STUDENTS IN EXTRACURRICULAR ACTIVITIES
Code	*po2430.02 JP (Completed- reject-the option eliminated was not chosen by the district)
Status	
Adopted	March 3, 2025

Revised Policy - Vol. 44, No. 1

2430.02 - **PARTICIPATION OF COMMUNITY/STEM SCHOOL STUDENTS IN EXTRACURRICULAR~~EXTRA-CURRICULAR~~ ACTIVITIES**

A student enrolled in a community school established under R.C. Chapter 3314 or in a science, technology, engineering, and mathematics ("STEM") school established under Chapter 3326 and entitled to attend school in the District under R.C. 3313.64 or R.C. 3313.65, shall be provided with the opportunity to participate in any extracurricular activities offered by the District.

The eligible community or STEM school student may participate in any extracurricular activities offered by the school building to which the student would otherwise be assigned. In the event the District operates more than one (1) school building at the student's grade level, the student may participate in those extracurricular activities offered by the school building to which the student would otherwise be assigned by the Superintendent in accordance with R.C. 3319.01.

~~**[ ]** A student from a community or STEM school who is not entitled to attend school in the District under R.C. 3313.64 or R.C.3313.65 may participate in an extracurricular activity offered by the District, provided that the school in which the student is enrolled does not offer the extracurricular activity, and that the extracurricular activity is not interscholastic athletics or interscholastic contests or competition in music, drama, or forensics. **[END OF OPTION]**~~

~~**[ ]** The Superintendent may grant any home-educated student or any student enrolled in a qualifying school or a different school district, regardless of whether the Superintendent's district is the student's resident district, the opportunity to participate in interscholastic athletics at a school in the District, if the student was subject to any of the following by a school official, employee, or volunteer, or another student, from the district or school in which the student is enrolled or the district in which the student is participating in interscholastic athletics under R.C. 3313.537, 3313.5311, or 3313.5312: harassment, intimidation, or bullying; a qualifying offense for which the school official, employee, or volunteer, or another student, has been either of the following: charged with, indicted for, convicted of, or pled guilty to committing; alleged to be or is adjudicated a delinquent child for committing; conduct by a school official, employee, or volunteer that violates the licensure code of professional conduct for Ohio educators developed by the State Board of Education. The Superintendent will document the reason(s) for granting participation under this policy. To be eligible, a student who is enrolled in a nonpublic, community, or other public school must be of the appropriate age and grade level, as determined by the Superintendent, and must fulfill the same academic, nonacademic, and financial requirements as any other participant. Home-educated students will be subject to the same rules of participation and the same fees that are applied to any other participant. The District will not penalize or restrict eligibility to participate in District interscholastic athletics for students who cease to participate in interscholastic athletics elsewhere during the school year and begin to participate in District programs after being subject to bullying or any other types of offenses listed in this Policy. **[END OF OPTION]**~~

Eligibility Requirements

In order to participate in any extracurricular activity, an eligible community or STEM school student must be of the appropriate age and grade level, as determined by the Superintendent. The student will also be subject to the same eligibility requirements (i.e., academic and nonacademic eligibility standards and financial requirements) applied to all other participants. No eligible community or STEM school student will be charged any fees in excess of those fees charged to other students for participation in the same extracurricular activity. Further, the District will not impose any additional rules upon a student participating under this policy if those rules do not apply to other students participating in the same

extracurricular activity. No student will be denied the opportunity to participate in interscholastic athletics offered by a school in the District because the student has or is participating in a College Credit Plus Program, as long as the student fulfills all academic, nonacademic, and financial requirements.

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Legal R.C. 3313.537, 3313.5314

Book	Policy Manual
Section	Vol. 44, No. 1 - Nondiscrimination - August 2025
Title	Vol. 44, No. 1 - Nondiscrimination - August 2025 Rescind NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE
Code	*po3122.02 JP (Complted-Rescind)
Status	
Adopted	May 17, 2010
Last Revised	February 6, 2012

Rescind Policy - Vol. 44, No. 1

~~3122.02 - **NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE**~~

~~The Board of Education prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of an employee as an employee, based on genetic information. Harassment of a person because of his/her genetic information is also prohibited. Likewise, retaliation against an applicant or employee for engaging in protected activity is prohibited.~~

~~In accordance with the Genetic Information Nondiscrimination Act (GINA), the Board shall not request, require or purchase genetic information of employees, their family members or applicants for employment. Further, in compliance with this Act, employees are directed not to provide any genetic information, including the individual's family medical history, in response to necessary requests for medical information, with the exception that family medical history may be acquired as part of the certification process for FMLA leave, when an employee is asking for leave to care for an immediate family member with a serious health condition. Applicants for employment are directed not to provide any genetic information, including the individual's family medical history, in response to requests for medical information as part of the District's application process.~~

~~**[ ]** The District recognizes that genetic information may be acquired through commercially and publicly available documents like newspapers, books, magazines, periodicals, television shows or the Internet. The District prohibits, however, its employees from searching such sources with the intent of finding or obtaining genetic information, or accessing sources from which they are likely to acquire genetic information.~~

~~"Genetic information," as defined by GINA, means information about: (a) an individual's genetic tests; (b) the genetic tests of that individual's family members; (c) the manifestation of disease or disorder in family members of the individual (i.e., family medical history); (d) an individual's request for, or receipt of, genetic services, or the participation in clinical research that includes genetic services by the individual or a family member of the individual; or (e) the genetic information of a fetus carried by an individual or a pregnant woman who is a family member of the individual and the genetic information of an embryo legally held by an individual or family member using assistive reproductive technology.~~

~~If the District either legally and/or inadvertently receives genetic information about an employee or applicant for employment from the employee, applicant for employment or a medical provider it shall be treated as a confidential medical record in accordance with law.~~

~~The Superintendent shall appoint a compliance officer who shall be responsible for overseeing the District's compliance with Federal regulations and promptly dealing with any inquiries or complaints. S/He shall also verify that proper notice of nondiscrimination for Title II of the Genetic Information Nondiscrimination Act of 2008 is provided to staff members, and that all District requests for health-related information (e.g., to support an employee's request for reasonable accommodation under the ADA or a request for sick leave) is accompanied by a written warning that directs the employee or health care provider not to collect or provide genetic information. The warning shall read as follows:~~

The Genetic Information Nondiscrimination Act of 2008 (GINA) prohibits employers and other entities covered by GINA Title II, including the Board of Education, from requesting or requiring genetic information of an individual or family member of the individual, except as specifically allowed by law. To comply with this law, do not provide any genetic information when responding to this request for medical information (unless the request pertains to a request for FMLA leave for purposes of caring for an immediate family member with a serious health condition). "Genetic information," as defined by GINA, includes an individual's family medical history, the results of an individual's or family member's genetic test, the fact that an individual or an individual's family member sought or received genetic services or participated in clinical research that includes genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services.

[ ] The District offers health services, **( )** including a wellness program. Participation in the services/program is voluntary. Genetic information (such as family medical history) may be obtained as part of an individual's participation in the service/program. If that occurs, individual genetic information may be provided to the individual receiving the services and to his/her health services providers, but only genetic information in aggregate form will be provided to the Board.

[NOTE: It should be noted that any sections of the District's collective bargaining agreements dealing with terms and conditions of employment should contain a statement of nondiscrimination similar to that in the Board's statement above.]

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Legal 42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act

29 C.F.R. Part 1635

Book	Policy Manual
Section	Vol. 44, No. 1 - Nondiscrimination - August 2025
Title	Vol. 44, No. 1 - Nondiscrimination - August 2025 Technical Correction SECTION 504/ADA PROHIBITION AGAINST DISABILITY DISCRIMINATION IN EMPLOYMENT
Code	*po3123 JP (completed)
Status	
Adopted	February 6, 2012
Last Revised	November 6, 2023

Technical Correction Policy - Vol. 44, No. 1

3123 - **SECTION 504/ADA PROHIBITION AGAINST DISABILITY DISCRIMINATION IN EMPLOYMENT**

The Board of Education prohibits discrimination against any employee or applicant based upon the employee's/applicant's~~his/her~~ disability. As such, the Board will not engage in employment practices or adopt policies that discriminate on the basis of disability, or otherwise discriminate against qualified individuals with disabilities in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, or other terms, conditions, and privileges of employment. The Board further will not limit, segregate, or classify applicants or employees in any way that adversely affects their opportunities or status because of disability. Additionally, the Board will not participate in any contractual or other relationships that have the effect of subjecting qualified individuals with disabilities who are applicants or employees to discrimination on the basis of disability.

"An individual with a disability" means a person who has, had a record of, or is regarded as having, a physical or mental impairment that substantially limits one (1) or more major life activities. Major life activities are functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, eating, sleeping, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, sitting, reaching, interacting with others, and working.

Major life activities also include the operation of a major bodily function including, but not limited to, functions of the immune system, special sense organs and skin, normal cell growth, and digestive, genitourinary, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, hemic, lymphatic, musculoskeletal, and reproductive functions. The operation of a major bodily function includes the operation of an individual organ within a body system.

An impairment that is episodic in nature or in remission is considered a disability if it would substantially limit a major life activity when active.

The determination of whether an impairment substantially limits a major life activity must be made without regard to the ameliorative effects of mitigating measures such as medication, medical supplies, equipment or appliances, low-vision devices (defined as devices that magnify, enhance, or otherwise augment a visual image, but not including ordinary eyeglasses or contact lenses), prosthetics (including limbs and devices), hearing aid(s) and cochlear implant(s) or other implantable hearing devices, mobility devices, oxygen therapy equipment or supplies, use of assistive technology, reasonable accommodations or "auxiliary aids or services," learned behavioral or adaptive neurological modifications, psychotherapy, behavioral therapy, or physical therapy.

A qualified person with a disability means the individual satisfies the requisite skill, experience, education, and other job-related requirements of the employment position such individual holds or desires and, with or without reasonable accommodation, can perform the essential functions of the job in question.

The Board will provide a reasonable accommodation to a qualified individual who has an actual disability or who has a record of a disability, unless the accommodation would impose an undue hardship on the operation of the District's program and/or activities. A reasonable accommodation is not required for an individual who is merely regarded as having a disability.

Compliance Officer(s)

The Board designates the following individual(s) to serve as the District's 504 Compliance Officer(s)/ADA Coordinator(s) (hereinafter referred to as the "District Compliance Officer(s)"):

[DRAFTING NOTE: Neola suggests the Board appoint both a male and a female District Compliance Officer in order to provide complainants with the option to report their concerns to an individual of the gender with which they feel most comfortable. Additionally, by appointing two (2) District Compliance Officers, there should always be a Compliance Officer available to investigate a claim that pertains to the other Compliance Officer.]

Director of Special Education

74 W. William Street

Delaware, OH 43015

740-833-1100

The name(s), title(s), and contact information of this/these individual(s) will be published annually on the School District's website. ~~( ) and:~~

A. ~~( ) in the staff handbooks.~~

B. ~~( ) in the School District Annual Report to the public.~~

C. ~~( ) on each individual school's website.~~

D. ~~( ) in the School District's calendar.~~

E. ~~( ) [Other] _____.~~

The District Compliance Officer(s) **(x)** is ~~( ) are~~ responsible for coordinating the District's efforts to comply with and fulfill its responsibilities under Section 504 and Title II of the Americans with Disabilities Act, as amended ("ADA"). A copy of Section 504 and the ADA, including copies of their implementing regulations, may be obtained from the District Compliance Officer(s).

The District Compliance Officer(s) will oversee the investigation of any complaints of discrimination based on disability, which may be filed pursuant to the Board's adopted internal complaint procedure, and will attempt to resolve such complaints. The Board will provide for the prompt and equitable resolution of complaints alleging violations of Section 504/ADA. See below.

Training

The District Compliance Officer(s) will also oversee the training of employees in the District so that all employees understand their rights and responsibilities under Section 504 and the ADA, and are informed of the Board's policies, administrative guidelines and practices with respect to fully implementing and complying with the requirements of Section 504/ADA.

The Board will provide in-service training and consultation to staff responsible for the education of persons with disabilities, as necessary and appropriate.

Facilities

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

For facilities constructed or altered after June 3, 1977, the District will comply with applicable accessibility standards. For those existing facilities constructed prior to June 3, 1977, the District is committed to operating its programs and activities so that they are readily accessible to persons with disabilities.

Notice

Notice of the Board's policy on nondiscrimination in employment practices and the identity of the District's Compliance Officer(s) will be published on the District's website, ~~and~~ posted throughout the District, and included in the District's recruitment statements or general information publications.

Complaint Procedures

If a person believes that they have~~s/he has~~ been discriminated against on the basis of their~~his/her~~ disability, the person may utilize the following complaint procedures as a means of reaching, at the lowest possible administrative level, a prompt and equitable resolution of the matter.

In accordance with Section 504 of the Rehabilitation Act of 1973 and its implementing regulations ("Section 504"), employees will be notified of their right to file an internal complaint regarding an alleged violation, misinterpretation, or misapplication of Section 504. In addition, employees will be notified of their right to file a complaint with the U.S. Department of Education's Office for Civil Rights.

Internal complaints must be put in writing and must identify the specific circumstances or areas of dispute that have given rise to the complaint, and offer possible solutions to the dispute. The complaint must be filed with a District Compliance Officer within the time limits specified below. The District's Compliance Officer is available to assist individuals in filing a complaint.

Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., a day(s) that the Board office is open for normal operating hours, Monday–Friday, excluding State-recognized holidays).

Internal Complaint Procedure

The following internal complaint procedure is available to employees for the prompt and equitable resolution of complaints alleging discrimination based upon disability. This complaint procedure is not available to unsuccessful applicants. Use of the internal complaint procedure is not a prerequisite to the pursuit of other remedies, including the filing of a complaint with the U.S. Department of Education's Office for Civil Rights.

A. An employee with a complaint based on alleged discrimination on the basis of disability may first discuss the problem with a~~the~~ District Compliance Officer.

B. If the informal discussion does not resolve the matter, or if the employee skips Step A, the individual may file a formal written complaint with a~~the~~ District Compliance Officer. The written complaint must contain the name and address of the individual or representative filing the complaint, be signed by the complainant or someone authorized to sign for the complainant, describe the alleged discriminatory action in sufficient detail to inform the District Compliance Officer of the nature and date of the alleged violation, and propose a resolution. The complaint must be filed within thirty (30) days of the circumstances or event giving rise to the complaint, unless the time for filing is extended by the District Compliance Officer for good cause.

C. The District Compliance Officer will conduct an independent investigation of the matter (which may or may not include a hearing). This complaint procedure contemplates informal but~~informal, but~~ thorough investigations, affording all interested persons and their representatives, if any, an opportunity to present witnesses and other evidence relevant to the complaint. The District Compliance Officer will provide the complainant with a written disposition of the complaint within ten (10) days. If no decision is rendered within ten (10) days, or the decision is unsatisfactory in the opinion of the complainant, the employee may file, in writing, an appeal with the Superintendent. The District Compliance Officer shall maintain the District's files and records relating to the complaint.

D. The Superintendent will, within ten (10) days of receiving the written appeal, conduct a hearing with all parties involved in an attempt to resolve the complaint.

   The Superintendent will render a~~his/her~~ decision within ten (10) days of the hearing.

E. The employee may be represented, at the employee's~~his/her~~ own cost, at any of the above-described meetings/hearings.

F. The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies, such as the filing of a complaint with the Office for Civil Rights or the filing of a court case. Use of this internal complaint procedure is not a prerequisite to the pursuit of other remedies.

If it is determined that the complainant was subjected to unlawful discrimination, the CO must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the discrimination/retaliation. The corrective action should be reasonable, timely, age-appropriate, and effective, and tailored to the specific situation.

OCR Complaint

At any time, if an employee believes that theys~~/he~~ havehas~~has~~ been subjected to discrimination based upon a~~his/her~~ disability in violation of Section 504 or the ADA, the individual may file a complaint with the U.S. Department of Education's Office for Civil Rights ("OCR"). The OCR can be reached at:

U.S. Department of Education
Office for Civil Rights
Lyndon Baines Johnson Department of Education Building
400 Maryland Ave., SW
Washington, DC 20202-1100
Telephone: (800) 421-3481
FAX: (202) 453-6012
TDD: 800-877-8339
E-mail: OCR@ed.gov
Web: http://www.ed.gov/ocr

~~U.S. Department of Education~~
~~Office for Civil Rights~~
~~Cleveland Office~~
~~1350 Euclid Avenue~~
~~Suite 325~~
~~Cleveland, Ohio 44115~~
~~(216) 522-4970~~
~~FAX: (216) 522-2573~~
~~TDD: (216) 522-4944~~
~~E-mail: OCR.Cleveland@ed.gov~~
~~Web: http://www.ed.gov/ocr~~

Retaliation

Retaliation against a person who makes a report or files a complaint alleging unlawful harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made unlawful by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

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Legal	29 C.F.R. Part 1630
	29 U.S.C. 794, Section 504 Rehabilitation Act of 1973, as amended
	34 C.F.R. Part 104
	42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended

Book	Policy Manual
Section	Vol. 44, No. 1 - August 2025
Title	Vol. 44, No. 1 - August 2025 Revised ASSIGNMENT AND TRANSFER
Code	*po3130 JP (completed)
Status	
Adopted	January 8, 2001

Revised Policy - Vol. 44, No. 1

3130 - **ASSIGNMENT AND TRANSFER**

The Board of Education believes that the appropriate placement of qualified and competent staff is essential to the successful functioning of the District.

The Superintendent shall be responsible for the proper assignment and transfer of all teaching and other professional staff members and shall attempt to affect the optimum assignment of professional staff to positions based on the best interest of students enrolled in the District. Consideration shall also be given to legal and contractual requirements. Seniority or continuing contract status may not be used as the primary factor in assigning, reassigning, or transferring teachers.~~effect the optimum assignment of the professional staff in conformance with any applicable contractual or legal requirements.~~

R.C. 3319.01, 3319.12
R.C. 3319.173

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Legal	R.C. 3319.01, 3319.12
	R.C. 3319.173

Book	Policy Manual
Section	Vol. 44, No. 1 - Nondiscrimination - August 2025
Title	Vol. 44, No. 1 - Nondiscrimination - August 2025 Rescind ANTI-HARASSMENT
Code	*po3362 JP (Rescind)
Status	
Adopted	January 8, 2001
Last Revised	May 17, 2021

Rescind Policy - Vol. 44, No. 1

~~3362 - **ANTI-HARASSMENT**~~

~~**General Policy Statement**~~

~~It is the policy of the Board of Education to maintain an education and work environment that is free from all forms of unlawful harassment, including sexual harassment. This commitment applies to all School District operations, programs, and activities. All students, administrators, teachers, staff, and all other school personnel share responsibility for avoiding, discouraging, and reporting any form of unlawful harassment. This policy applies to unlawful conduct occurring on school property, or at another location if such conduct occurs during an activity sponsored by the Board.~~

~~The Board will vigorously enforce its prohibition against discriminatory harassment based on race, color, national origin, sex (including sexual orientation and gender identity), disability, age, religion, ancestry, or genetic information (collectively, Protected Classes) that are protected by Federal civil rights laws (hereinafter referred to as unlawful harassment), and encourages those within the School District community as well as Third Parties, who feel aggrieved to seek assistance to rectify such problems. The Board will investigate all allegations of harassment and in those cases where unlawful harassment is substantiated, the Board will take immediate steps to end the harassment, prevent its reoccurrence, and remedy its effects. Individuals who are found to have engaged in unlawful harassment will be subject to appropriate disciplinary action.~~

~~**[ ]** The District will offer counseling services to any person found to have been subjected to unlawful harassment, and, where appropriate, the person(s) who committed the unlawful harassment.~~

~~**Other Violations of the Anti-Harassment Policy**~~

~~The Board will also take immediate steps to impose disciplinary action on individuals engaging in any of the following prohibited acts:~~

A. ~~Retaliating against a person who has made a report or filed a complaint alleging unlawful harassment, or who has participated as a witness in a harassment investigation.~~

B. ~~Filing a malicious or knowingly false report or complaint of unlawful harassment.~~

C. ~~Disregarding, failing to investigate adequately, or delaying investigation of allegations of harassment, when responsibility for reporting and/or investigating unlawful harassment charges comprises part of one's supervisory duties.~~

~~**Definitions**~~

~~Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.~~

~~**Complainant** - is the individual who alleges, or is alleged, to have been subjected to unlawful harassment, regardless of whether the person files a formal complaint or is pursuing an informal resolution to the alleged harassment.~~

Respondent is the individual who has been alleged to have engaged in unlawful harassment, regardless of whether the Reporting Party files a formal complaint or is seeking an informal resolution to the alleged harassment.

School District community means students and Board employees (i.e., administrators, and professional and classified staff), as well as Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties include, but are not limited to, guests and/or visitors on School District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School District community at school related events/activities (whether on or off District property).

Day(s): Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., a day(s) that the Board office is open for normal operating hours, Monday – Friday, excluding State recognized holidays).

Bullying

Bullying rises to the level of unlawful harassment when one or more persons systematically and chronically inflict physical hurt or psychological distress on one (1) or more students or employees and that bullying is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal civil rights laws. It is defined as any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an adult or student, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational or work environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school or work performance or participation; and may involve:

A. teasing;

B. threats;

C. intimidation;

D. stalking;

E. cyberstalking;

F. cyberbullying;

G. physical violence;

H. theft;

I. sexual, religious, or racial harassment;

J. public humiliation; or

K. destruction of property.

Harassment means any threatening, insulting, or dehumanizing gesture, use of technology, or written, verbal or physical conduct directed against a student or school employee that:

A. places a student or school employee in reasonable fear of harm to his/her person or damage to his/her property;

B. has the effect of substantially interfering with a student's educational performance, opportunities, or benefits, or an employee's work performance; or

C. has the effect of substantially disrupting the orderly operation of a school.

Sexual Harassment

For purposes of this policy and consistent with Title VII of the Civil Rights Act of 1964, sexual harassment is defined as:

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, when:

A. ~~Submission to such conduct is made either implicitly or explicitly a term or condition of an individual's employment, or status in a class, educational program, or activity.~~

B. ~~Submission or rejection of such conduct by an individual is used as the basis for employment or educational decisions affecting such individual.~~

C. ~~Such conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working, and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity.~~

~~Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.~~

~~Sexual Harassment covered by Policy 2266 – Nondiscrimination on the Basis of Sex Education Programs or Activities is not included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266.~~

~~Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:~~

A. ~~Unwelcome sexual propositions, invitations, solicitations, and flirtations.~~

B. ~~Unwanted physical and/or sexual contact.~~

C. ~~Threats or insinuations that a person's employment, wages, academic grade, promotion, classroom work or assignments, academic status, participation in athletics or extra-curricular programs, activities, or events, or other conditions of employment or education may be adversely affected by not submitting to sexual advances.~~

D. ~~Unwelcome verbal expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls.~~

E. ~~Sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings or literature, placed in the work or educational environment, that may reasonably embarrass or offend individuals.~~

F. ~~Unwelcome and inappropriate touching, patting, or pinching; **( )** obscene gestures.~~

G. ~~Asking about, or telling about, sexual fantasies, sexual preferences, or sexual activities.~~

H. ~~Speculations about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history.~~

I. ~~Giving unwelcome personal gifts such as lingerie that suggest the desire for a romantic relationship.~~

J. ~~Leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin.~~

K. ~~A pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another.~~

L. ~~In the context of employees, consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment.~~

M. ~~Inappropriate boundary invasions by a District employee or other adult member of the School District community into a student's personal space and personal life.~~

N. ~~Verbal, nonverbal or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.~~

~~Not all behavior with sexual connotations constitutes unlawful sexual harassment. Sex-based or gender-based conduct must be sufficiently severe, pervasive, and persistent such that it adversely affects, limits, or denies an individual's employment or education, or such that it creates a hostile or abusive employment or educational environment.~~

~~[DRAFTING NOTE: Sexual conduct/relationships with students by District employees or any other adult member of the School District community is prohibited, and any teacher, administrator, coach, or other school authority who engages in sexual conduct with a student may also be guilty of the criminal charge of sexual~~

battery as set forth in R.C. 2907.03. The issue of consent is irrelevant in regard to such criminal charge and/or with respect to the application of this policy to District employees or other adult members of the School District community.]

Race/Color Harassment

Prohibited racial harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's race or color and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working, and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references relative to racial customs.

Religious (Creed) Harassment

Prohibited religious harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's religion or creed and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's religious tradition, clothing, or surnames, and/or involves religious slurs.

National Origin/Ancestry Harassment

Prohibited national origin/ancestry harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's national origin or ancestry and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's national origin or ancestry, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

Disability Harassment

Prohibited disability harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's disability and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's disability, such as negative comments about speech patterns, movement, physical impairments or defects/appearances, or the like. Such harassment may further occur where conduct is directed at or pertains to a person's genetic information.

Anti-Harassment Compliance Officers

The following individual(s) shall serve as the District's Anti-Harassment Compliance Officer(s) (hereinafter, "the Compliance Officer(s)"):

[DRAFTING NOTE: Neola suggests the Board appoint both a male and a female Compliance Officer in order to provide Complainants with the option to report their concerns to an individual of the gender with which they feel most comfortable. The same individual(s) assigned to serve as Compliance Officer(s) may also be assigned to serve as the District's Section 504 Compliance Officer(s) /ADA Coordinator(s) and/or Title IX Coordinator(s). Additionally, by appointing two (2) Compliance Officers, there should also be a Compliance Officer available to investigate a claim of harassment that pertains to the other Compliance Officer.]

_____

(Name)

_____

(School District Title)

_____

(Telephone Number)

_____

(Office Address)

~~_____~~
~~(E-mail Address)~~

~~_____~~
~~(Name)~~

~~_____~~
~~(School District Title)~~

~~_____~~
~~(Telephone Number)~~

~~_____~~
~~(Office Address)~~

~~_____~~
~~(E-mail Address)~~

~~The names, titles, and contact information of these individuals will be published annually on the School District's web site ( ) and:~~

A. ~~( ) in the parent and staff handbooks.~~

B. ~~( ) in the School District Annual Report to the public.~~

C. ~~( ) on each individual school's web site.~~

D. ~~( ) in the School District's calendar.~~

E. ~~( ) _____.~~

~~The Compliance Officer(s) ( ) is ( ) are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding harassment.~~

~~The Compliance Officer(s) will be available during regular school/work hours to discuss concerns related to unlawful harassment, to assist students, other members of the District community, and third parties who seek support or advice when informing another individual about unwelcome conduct, or to intercede informally on behalf of the individual in those instances where concerns have not resulted in the filing of a formal complaint and where all parties are in agreement to participate in an informal process.~~

~~Compliance Officers shall accept reports of unlawful harassment directly from any member of the School District community or a Third Party or receive reports that are initially filed with an administrator, supervisor, or other District level official. Upon receipt of a report of alleged harassment, the Compliance Officer(s) will contact the Complainant and begin either an informal or formal complaint process (depending on the request of the Complainant or the nature of the alleged harassment), or the Compliance Officer(s) will designate a specific individual to conduct such a process. The Compliance Officer(s) will provide a copy of this policy to the Complainant and Respondent. In the case of a formal complaint, the Compliance Officer(s) will prepare recommendations for the Superintendent or will oversee the preparation of such recommendations by a designee. All Board employees must report incidents of harassment that are reported to them to the Compliance Officer within two (2) days of learning of the incident.~~

~~Any Board employee who directly observes unlawful harassment is obligated, in accordance with this policy, to report such observations to the Compliance Officer(s) within two (2) days. Additionally, any Board employee who observes an act of unlawful harassment is expected to intervene to stop the harassment, unless circumstances make such an intervention dangerous, in which case the staff member should immediately notify other Board employees and/or local law enforcement officials, as necessary, to stop the harassment. Thereafter, the Compliance Officer(s) or designee must contact the Complainant, if age eighteen (18) or older, or Complainant's parents/guardians if the Complainant is under the age eighteen (18), within two (2) days to advise of the Board's intent to investigate the alleged wrongdoing.~~

~~Reports and Complaints of Harassing Conduct~~

Members of the School District community along with Third Parties are required to report incidents of harassing conduct to an administrator, supervisor or other School District official so that the Board may address the conduct before it becomes severe, pervasive, or persistent. Any administrator, supervisor, or other District official who receives such a report shall file it with the Compliance Officer within two (2) days of receiving the report of harassment.

Members of the School District community and Third Parties who believe they have been unlawfully harassed by another member of the School District community or a Third Party are entitled to utilize the Board's complaint process that is set forth below. Initiating a complaint, whether formally or informally, will not adversely affect the Complainant's employment or participation in educational or extra-curricular programs. While there are no time limits for initiating complaints of harassment under this policy, individuals should make every effort to file a complaint as soon as possible after the conduct occurs while the facts are known and potential witnesses are available.

If, during an investigation of alleged bullying, aggressive behavior and/or harassment in accordance with Policy 5517.01 - Bullying and Other Forms of Aggressive Behavior, the Principal believes that the reported misconduct may have created a hostile work environment and may have constituted unlawful discriminatory harassment based on a Protected Class, the Principal shall report the act of bullying, aggressive behavior and/or harassment to the Compliance Officer(s) who shall investigate the allegation in accordance with this policy. If the alleged harassment involves Sexual Harassment as defined by Policy 2266, the matter will be handled in accordance with the grievance process and procedures outlined in Policy 2266. While the Compliance Officer investigates the allegation, or the matter is being addressed pursuant to Policy 2266, the Principal shall suspend the Policy 5517.01 investigation to await the Compliance Officer's written report or the determination of responsibility pursuant to Policy 2266. The Compliance Officer shall keep the Principal informed of the status of the Policy 3362 investigation and provide the Principal with a copy of the resulting written report. Likewise, the Title IX Coordinator will provide the Principal with the determination of responsibility that results from the Policy 2266 grievance process.

Investigation and Complaint Procedure (See Form 3362 F1)

Except for Sexual Harassment that is covered by Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities, any employee or other member of the School District community or Third Party (e.g., visitor to the District) who believes that they have been subjected to unlawful harassment or retaliation may seek resolution of the complaint through the procedures described below. The formal complaint process involves an investigation of the Complainant's claims of harassment or retaliation and a process for rendering a decision regarding whether the charges are substantiated.

Due to the sensitivity surrounding complaints of unlawful harassment, or retaliation timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a complaint within thirty (30) days after the conduct occurs while the facts are known and potential witnesses are available. Once the formal complaint process is begun, the investigation will be completed in a timely manner (ordinarily, within fifteen (15) business days of the complaint being received).

The procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of unlawful harassment or retaliation with the United States Department of Education Office for Civil Rights, the Ohio Civil Rights Commission (OCRC) and/or Equal Employment Opportunity Commission (EEOC).

Informal Complaint Procedure

The goal of the informal complaint procedure is to promptly stop inappropriate behavior and to facilitate resolution through an informal means, if possible. The informal complaint procedure is provided as a less formal option for a student, other member of the School District community, or Third Party who alleges unlawful harassment or retaliation. This informal procedure is not required as a precursor to the filing of a formal complaint. The informal process is only available in those circumstances where the Complainant and the Respondent mutually agree to participate in it.

The Complainant may proceed immediately to the formal complaint process and individuals who seek resolution through the informal procedure may request that the informal process be terminated at any time to move to the formal complaint process.

All complaints involving a District employee, any other adult member of the School District community, or a Third Party and a student will be formally investigated.

As an initial course of action, if a Complainant feels comfortable and safe in doing so, the individual should tell or otherwise inform the Respondent that the alleged harassing conduct is inappropriate and must stop. The Complainant should address the allegedly harassing conduct as soon after it occurs as possible. The Compliance Officers are available to support and counsel individuals when taking this initial step or to intervene on behalf of the Complainant if requested to do so. A

Complainant who is uncomfortable or unwilling to directly approach the Respondent about the alleged inappropriate conduct may file an informal or a formal complaint. In addition, with regard to certain types of unlawful harassment, such as sexual harassment, the Compliance Officer may advise against the use of the informal complaint process.

A Complainant may make an informal complaint, either orally or in writing: 1) to a teacher, other employee, or building administrator; 2) directly to one (1) of the Compliance Officers; and/or 3) to the Superintendent or other District-level employee.

All informal complaints must be reported to one (1) of the Compliance Officers, who will either facilitate an informal resolution as described below or appoint another individual to facilitate an informal resolution.

The Board's informal complaint procedure is designed to provide employees, other members of the School District community, or third parties who believe they are being unlawfully harassed with a range of options designed to bring about a resolution of their concerns. Depending upon the nature of the complaint and the wishes of the Complainant, informal resolution may involve, but not be limited to, one (1) or more of the following:

A. Advising the Complainant about how to communicate the unwelcome nature of the behavior to the Respondent.

B. Distributing a copy of this policy as a reminder to the individuals in the school building or office where the Respondent works or attends.

C. If both parties agree, the Compliance Officer may arrange and facilitate a meeting or mediation between the Complainant and the Respondent to work out a mutual resolution.

While there are no set time limits within which an informal complaint must be resolved, the Compliance Officer/designee is directed to attempt to resolve all informal complaints within fifteen (15) business days of receiving the informal complaint. If the Complainant is dissatisfied with the informal complaint process, the Complainant may proceed to file a formal complaint. And, as stated above, either party may request that the informal process be terminated at any time to move to the formal complaint process.

Formal Complaint Procedure

If a complaint is not resolved through the informal complaint process, if one of the parties has requested that the informal complaint process be terminated to move to the formal complaint process, or the Complainant, from the outset, elects to file a formal complaint, or the CO determines the allegations are not appropriate for resolution through the informal process, the formal complaint process shall be implemented.

The Complainant may file a formal complaint, either orally or in writing, with a teacher, Principal, the Compliance Officer, Superintendent, or other District official. Due to the sensitivity surrounding complaints of unlawful harassment and retaliation, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a formal complaint within thirty (30) days after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a teacher, Principal, Superintendent, or other District official, either orally or in writing, about any complaint of harassment or retaliation, that employee must report such information to a Compliance Officer within two (2) business days.

Throughout the course of the process, the Compliance Officer should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All formal complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the Compliance Officer shall ask for such details in an oral interview. Thereafter, the Compliance Officer will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a formal complaint, the Compliance Officer will consider whether any action should be taken in the investigatory phase to protect the Complainant from further harassment or retaliation including, but not limited to, a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the Compliance Officer should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the Compliance Officer may still take whatever actions deemed appropriate in consultation with the Superintendent.

Within two (2) business days of receiving the complaint, the Compliance Officer/designee will initiate a formal investigation to determine whether the Complainant has been subjected to offensive conduct/harassment/retaliation. The Principal will not conduct an investigation unless directed to do so by the Compliance Officer.

Simultaneously, the Compliance Officer will inform the Respondent that a formal complaint has been received. The Respondent will be informed about the nature of the allegations and provided with a copy of any relevant policies and/or administrative guidelines, including the Board's Anti-Harassment policy. The Respondent must also be informed of the opportunity to submit a written response to the complaint within five (5) business days.

Although certain cases may require additional time, the Compliance Officer/designee will attempt to complete an investigation into the allegations of harassment/retaliation within fifteen (15) business days of receiving the formal complaint. The investigation will include:

A. interviews with the Complainant;

B. interviews with the Respondent;

C. interviews with any other witnesses who may reasonably be expected to have any information relevant to the allegations;

D. consideration of any documentation or other information presented by the Complainant, Respondent, or any other witness that is reasonably believed to be relevant to the allegations.

At the conclusion of the investigation, the Compliance Officer or the designee shall prepare and deliver a written report to the Superintendent that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of unlawful harassment as provided in Board policy and State and Federal law as to whether the Complainant has been subjected to unlawful harassment. The Compliance Officer's recommendations must be based upon the totality of the circumstances. In determining if discriminatory harassment or retaliation occurred, a preponderance of evidence standard will be used. The Compliance Officer may consult with the Board's legal counsel before finalizing the report to the Superintendent.

Absent extenuating circumstances, within five (5) business days of receiving the report of the Compliance Officer/designee, the Superintendent must either issue a written decision regarding whether the complaint of harassment has been substantiated or request further investigation. A copy of the Superintendent's final decision will be delivered to both the Complainant and the Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) business days. At the conclusion of the additional investigation, the Superintendent must issue a written decision as described above.

[ ] The decision of the Superintendent shall be final.

[OR]

[ ] A Complainant or Respondent who is dissatisfied with the final decision of the Superintendent may appeal through a signed written statement to the Board within five (5) business days of the party's receipt of the Superintendent's decision. The written statement of appeal must be submitted to the Treasurer/CFO.

In an attempt to resolve the complaint, the Board shall meet with the concerned parties and their representatives within twenty (20) business days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each party within ten (10) business days of this meeting. The decision of the Board will be final.

[END OF OPTIONS]

The Board reserves the right to investigate and resolve a complaint or report of unlawful harassment/retaliation regardless of whether the member of the School District community or Third Party alleging the unlawful harassment/retaliation pursues the complaint. The Board also reserves the right to have the formal complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board or its designee.

The parties may be represented, at their own cost, at any of the above-described meetings/hearings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint process is not a prerequisite to the pursuit

~~of other remedies.~~

~~Privacy/Confidentiality~~

~~The District will employ all reasonable efforts to protect the rights of the Complainant, the Respondent, and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations. All records generated under the terms of this policy and related administrative guidelines shall be maintained as confidential to the extent permitted by law. Confidentiality, however, cannot be guaranteed. Additionally, the Respondent must be provided the Complainant's identity.~~

~~During the course of a formal investigation, the Compliance Officer/designee will instruct all members of the School District community and Third Parties who are interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of a harassment investigation is expected not to disclose any information that is learned or provided during the course of the investigation.~~

~~Sanctions and Monitoring~~

~~The Board shall vigorously enforce its prohibitions against unlawful harassment/retaliation by taking appropriate action reasonably calculated to stop the harassment and prevent further such harassment. While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and the terms of the relevant collective bargaining agreement(s). When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter. In those cases where unlawful harassment is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies, consistent with the terms of the relevant collective bargaining agreement(s).~~

~~Where the Board becomes aware that a prior remedial action has been taken against a member of the School District community, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its recurrence, and remedy its effect.~~

~~Retaliation~~

~~Retaliation against a person who makes a report or files a complaint alleging unlawful harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made unlawful by any Federal or State civil rights law, or because that individual made a report, formal complaint testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or the policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.~~

~~Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in imposition of disciplinary sanctions/consequences and/or other appropriate remedies.~~

~~Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.~~

~~The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.~~

~~Allegations Constituting Criminal Conduct: Child Abuse/Sexual Misconduct~~

~~State law requires any school teacher or school employee who knows or suspects that a child with a disability under the age of twenty-one (21) or that a child under the age of eighteen (18) has suffered or faces a threat of suffering a physical or mental wound, disability or condition of a nature that reasonably indicates abuse or neglect of a child to immediately report that knowledge or suspicion to the county children's services agency. If, during the course of a harassment investigation, the Compliance Officer or a designee has reason to believe or suspect that the alleged conduct reasonably indicates abuse or neglect of the Complainant, a report of such knowledge must be made in accordance with State law and Board Policy.~~

~~State law defines certain contact between a teacher and a student as sexual battery. If the Compliance Officer or a designee has reason to believe that the Complainant has been the victim of criminal conduct as defined in Ohio's Criminal Code, such knowledge should be immediately reported to local law enforcement.~~

Any reports made to a county children's services agency or to local law enforcement shall not terminate the Compliance Officer's or a designee's obligation and responsibility to continue to investigate a complaint of harassment. While the Compliance Officer or a designee may work cooperatively with outside agencies to conduct concurrent investigations, in no event shall the harassment investigation be inhibited by the involvement of outside agencies without good cause after consultation with the Superintendent.

Allegations Involving Conduct Unbecoming the Teaching Profession/Suspension

The Superintendent will report to the Ohio Department of Education, on forms provided for that purpose, matters of misconduct on the part of licensed professional staff members convicted of sexual battery, and will, in accordance with Policy 8141, suspend such employee from all duties that concern or involve the care, custody, or control of a child during the pendency of any criminal action for which that person has been arrested, summoned and/or indicted in that regard.

Education and Training

In support of this Anti-Harassment Policy, the Board promotes preventative educational measures to create greater awareness of unlawful discriminatory practices. The Superintendent shall provide appropriate information to all members of the School District community related to the implementation of this policy and shall provide training for District students and staff where appropriate. All training, as well as all information provided regarding the Board's policy and harassment in general, will be age and content appropriate.

Retention of Investigatory Records and Materials

The Compliance Officer(s) is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all documents, electronically stored information (ESI), and electronic media (as defined in Policy 8315) created and/or received as part of an investigation, which may include but not be limited to:

A. all written reports/allegations/complaints/grievances/statements/responses pertaining to an alleged violation of this policy;

B. any narratives that memorialize oral reports/allegations/complaints/grievances/statements/responses pertaining to an alleged violation of this policy;

C. any documentation that memorializes the actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities related to the investigation and/or the District's response to the alleged violation of this policy;

D. written witness statements;

E. narratives, notes from, or audio, video, or digital recordings of witness interviews/statements;

F. e-mails, texts, or social media posts that directly relate to or constitute evidence pertaining to an alleged violation of this policy (i.e., not after-the-fact commentary about or media coverage of the incident);

G. notes or summaries prepared contemporaneously by the investigator in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.), but not including transitory notes whose content is otherwise memorialized in other documents;

H. written disciplinary sanctions issued to students or employees and other documentation that memorializes oral disciplinary sanctions issued to students or employees for violations of this policy;

I. dated written determinations/reports (including summaries of relevant exculpatory and inculpatory evidence) and other documentation that memorializes oral notifications to the parties concerning the outcome of the investigation, including any consequences imposed as a result of a violation of this policy;

J. documentation of any supportive measures offered and/or provided to the Complainant and/or the Respondent, including no-contact orders issued to both parties, the dates the no-contact orders were issued, and the dates the parties acknowledged receipt of the no-contact orders;

K. documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

L. ~~copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Code of Conduct and/or Employee Handbooks);~~

M. ~~copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;~~

~~**[DRAFTING NOTE: The following options should be selected if the district concludes that the following items are not adequately encompassed in the preceding paragraphs.]**~~

N. ~~**( )** documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; **[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time and location of the training, and a copy of the materials reviewed and/or presented during the training.]**~~

O. ~~**( )** documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;~~

P. ~~**( )** copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;~~

Q. ~~**( )** copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;~~

R. ~~**( )** copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.~~

~~The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law (e.g., R.C. 3319.321) e.g., student records and confidential medical records.~~

~~The documents, ESI, and electronic media (as defined in Policy 8315) created or received as part of an investigation shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.~~

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Legal

R.C. 4112.02

20 U.S.C. 1400 et seq., The Individuals with Disabilities Education Improvement Act of 2004 (IDEIA)

20 U.S.C. 1681 et seq.

29 U.S.C. 621 et seq., Age Discrimination in Employment Act of 1967

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

29 C.F.R. Part 1635

42 U.S.C. 6101, The Age Discrimination Act of 1975

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

42 U.S.C. 2000d et seq.

42 U.S.C. 2000e et seq.

42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act

42 U.S.C. 1983

National School Boards Association Inquiry and Analysis - May 2008

Book	Policy Manual
Section	Vol. 44, No. 1 - Nondiscrimination - August 2025
Title	Vol. 44, No. 1 - Nondiscrimination - August 2025 Rescind NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE
Code	*po4122.02 (Completed- Rescind)JP
Status	
Adopted	May 17, 2010
Last Revised	February 6, 2012

Rescind Policy - Vol. 44, No. 1

~~4122.02 - **NONDISCRIMINATION BASED ON GENETIC INFORMATION OF THE EMPLOYEE**~~

~~The Board of Education prohibits discrimination on the basis of genetic information in all aspects of employment, including hiring, firing, compensation, job assignments, promotions, layoffs, training, fringe benefits, or any other terms, conditions, or privileges of employment. The Board also does not limit, segregate, or classify employees in any way that would deprive or tend to deprive them of employment opportunities or otherwise adversely affect the status of an employee as an employee, based on genetic information. Harassment of a person because of his/her genetic information is also prohibited. Likewise, retaliation against an applicant or employee for engaging in protected activity is prohibited.~~

~~In accordance with the Genetic Information Nondiscrimination Act (GINA), the Board shall not request, require or purchase genetic information of employees, their family members or applicants for employment. Further, in compliance with this Act, employees are directed not to provide any genetic information, including the individual's family medical history, in response to necessary requests for medical information, with the exception that family medical history may be acquired as part of the certification process for FMLA leave, when an employee is asking for leave to care for an immediate family member with a serious health condition. Applicants for employment are directed not to provide any genetic information, including the individual's family medical history, in response to requests for medical information as part of the District's application process.~~

~~**[ ]** The District recognizes that genetic information may be acquired through commercially and publicly available documents like newspapers, books, magazines, periodicals, television shows or the Internet. The District prohibits, however, its employees from searching such sources with the intent of finding or obtaining genetic information, or accessing sources from which they are likely to acquire genetic information.~~

~~"Genetic information," as defined by GINA, means information about: (a) an individual's genetic tests; (b) the genetic tests of that individual's family members; (c) the manifestation of disease or disorder in family members of the individual (i.e., family medical history); (d) an individual's request for, or receipt of, genetic services, or the participation in clinical research that includes genetic services by the individual or a family member of the individual; or (e) the genetic information of a fetus carried by an individual or a pregnant woman who is a family member of the individual and the genetic information of an embryo legally held by an individual or family member using assistive reproductive technology.~~

~~If the District either legally and/or inadvertently receives genetic information about an employee or applicant for employment from the employee, applicant for employment or a medical provider it shall be treated as a confidential medical record in accordance with law.~~

~~The Superintendent shall appoint a compliance officer who shall be responsible for overseeing the District's compliance with Federal regulations and promptly dealing with any inquiries or complaints. S/He shall also verify that proper notice of nondiscrimination for Title II of the Genetic Information Nondiscrimination Act of 2008 is provided to staff members, and that all District requests for health-related information (e.g., to support an employee's request for reasonable accommodation under the ADA or a request for sick leave) is accompanied by a written warning that directs the employee or health care provider not to collect or provide genetic information. The warning shall read as follows:~~

The Genetic Information Nondiscrimination Act of 2008 (GINA) prohibits employers and other entities covered by GINA Title II, including the Board of Education, from requesting or requiring genetic information of an individual or family member of the individual, except as specifically allowed by law. To comply with this law, do not provide any genetic information when responding to this request for medical information (unless the request pertains to a request for FMLA leave for purposes of caring for an immediate family member with a serious health condition). "Genetic information," as defined by GINA, includes an individual's family medical history, the results of an individual's or family member's genetic test, the fact that an individual or an individual's family member sought or received genetic services or participated in clinical research that includes genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services.

[ ] The District offers health services, **( )** including a wellness program. Participation in the services/program is voluntary. Genetic information (such as family medical history) may be obtained as part of an individual's participation in the service/program. If that occurs, individual genetic information may be provided to the individual receiving the services and to his/her health services providers, but only genetic information in aggregate form will be provided to the Board.

[NOTE: It should be noted that any sections of the District's collective bargaining agreements dealing with terms and conditions of employment should contain a statement of nondiscrimination similar to that in the Board's statement above.]

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Legal 42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act

29 C.F.R. Part 1635

Book	Policy Manual
Section	Vol. 44, No. 1 - Nondiscrimination - August 2025
Title	Vol. 44, No. 1 - Nondiscrimination - August 2025 Technical Correction SECTION 504/ADA PROHIBITION AGAINST DISABILITY DISCRIMINATION IN EMPLOYMENT
Code	*po4123 JP (completed)
Status	
Adopted	February 6, 2012
Last Revised	November 6, 2023

Technical Correction Policy - Vol. 44, No. 1

4123 - **SECTION 504/ADA PROHIBITION AGAINST DISABILITY DISCRIMINATION IN EMPLOYMENT**

The Board of Education prohibits discrimination against any employee or applicant based upon the employee's/applicant's~~his/her~~ disability. As such, the Board will not engage in employment practices or adopt policies that discriminate on the basis of disability, or otherwise discriminate against qualified individuals with disabilities in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, or other terms, conditions, and privileges of employment. The Board further will not limit, segregate, or classify applicants or employees in any way that adversely affects their opportunities or status because of disability. Additionally, the Board will not participate in any contractual or other relationships that have the effect of subjecting qualified individuals with disabilities who are applicants or employees to discrimination on the basis of disability.

"An individual with a disability" means a person who has, had a record of, or is regarded as having, a physical or mental impairment that substantially limits one (1) or more major life activities. Major life activities are functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, eating, sleeping, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, sitting, reaching, interacting with others, and working.

Major life activities also include the operation of a major bodily function including, but not limited to, functions of the immune system, special sense organs and skin, normal cell growth, and digestive, genitourinary, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, hemic, lymphatic, musculoskeletal, and reproductive functions. The operation of a major bodily function includes the operation of an individual organ within a body system.

An impairment that is episodic in nature or in remission is considered a disability if it would substantially limit a major life activity when active.

The determination of whether an impairment substantially limits a major life activity must be made without regard to the ameliorative effects of mitigating measures such as medication, medical supplies, equipment or appliances, low-vision devices (defined as devices that magnify, enhance, or otherwise augment a visual image, but not including ordinary eyeglasses or contact lenses), prosthetics (including limbs and devices), hearing aid(s) and cochlear implant(s) or other implantable hearing devices, mobility devices, oxygen therapy equipment or supplies, use of assistive technology, reasonable accommodations or "auxiliary aids or services," learned behavioral or adaptive neurological modifications, psychotherapy, behavioral therapy, or physical therapy.

A qualified person with a disability means the individual satisfies the requisite skill, experience, education, and other job-related requirements of the employment position such individual holds or desires and, with or without reasonable accommodation, can perform the essential functions of the job in question.

The Board will provide a reasonable accommodation to a qualified individual who has an actual disability or who has a record of a disability, unless the accommodation would impose an undue hardship on the operation of the District's program and/or activities. A reasonable accommodation is not required for an individual who is merely regarded as having a disability.

Compliance Officer(s)

The Board designates the following individual(s) to serve as the District's 504 Compliance Officer(s)/ADA Coordinator(s) (hereinafter referred to as the "District Compliance Officer(s)"):

[DRAFTING NOTE: Neola suggests the Board appoints both a male and a female District Compliance Officer in order to provide complainants with the option to report their concerns to an individual of the gender with which they feel most comfortable. Additionally, by appointing two (2) District Compliance Officers, there should always be a Compliance Officer available to investigate a claim that pertains to the other Compliance Officer.]

Director of Special Education

74 W. William Street

Delaware, OH 43015

740-833-1100

The name(s), title(s), and contact information of this/these individual(s) will be published annually on the School District's website. ~~**( ) and:**~~

A. ~~**( ) in the staff handbooks.**~~

B. ~~**( ) in the School District Annual Report to the public.**~~

C. ~~**( ) on each individual school's website.**~~

D. ~~**( ) in the School District's calendar.**~~

E. ~~**( ) [Other]** _____. **[END OF OPTIONS]**~~

The District Compliance Officer(s) **(x)** is ~~**( )**~~ are responsible for coordinating the District's efforts to comply with and fulfill its responsibilities under Section 504 and Title II of the Americans with Disabilities Act, as amended ("ADA"). A copy of Section 504 and the ADA, including copies of their implementing regulations, may be obtained from the District Compliance Officer(s).

The District Compliance Officer(s) will oversee the investigation of any complaints of discrimination based on disability, which may be filed pursuant to the Board's adopted internal complaint procedure, and will attempt to resolve such complaints. The Board will provide for the prompt and equitable resolution of complaints alleging violations of Section 504/ADA. See below.

Training

The District Compliance Officer(s) will also oversee the training of employees in the District so that all employees understand their rights and responsibilities under Section 504 and the ADA, and are informed of the Board's policies, administrative guidelines, and practices with respect to fully implementing and complying with the requirements of Section 504/ADA.

The Board will provide in-service training and consultation to staff responsible for the education of persons with disabilities, as necessary and appropriate.

Facilities

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

For facilities constructed or altered after June 3, 1977, the District will comply with applicable accessibility standards. For those existing facilities constructed prior to June 3, 1977, the District is committed to operating its programs and activities so that they are readily accessible to persons with disabilities.

Notice

Notice of the Board's policy on nondiscrimination in employment practices and the identity of the District's Compliance Officer(s) will be published on the District's website, ~~and~~ posted throughout the District, and included in the District's recruitment statements or general information publications.

Complaint Procedures

If a person believes that they have~~s/he has~~ been discriminated against on the basis of their~~his/her~~ disability, the person may utilize the following complaint procedures as a means of reaching, at the lowest possible administrative level, a prompt and equitable resolution of the matter.

In accordance with Section 504 of the Rehabilitation Act of 1973 and its implementing regulations ("Section 504"), employees will be notified of their right to file an internal complaint regarding an alleged violation, misinterpretation, or misapplication of Section 504. In addition, employees will be notified of their right to file a complaint with the U.S. Department of Education's Office for Civil Rights.

Internal complaints must be put in writing and must identify the specific circumstances or areas of dispute that have given rise to the complaint, and offer possible solutions to the dispute. The complaint must be filed with a District Compliance Officer within the time limits specified below. The District's Compliance Officer is available to assist individuals in filing a complaint.

Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., a day(s) that the Board office is open for normal operating hours, Monday–Friday, excluding State-recognized holidays).

Internal Complaint Procedure

The following internal complaint procedure is available to employees for the prompt and equitable resolution of complaints alleging discrimination based upon disability. This complaint procedure is not available to unsuccessful applicants. Use of the internal complaint procedure is not a prerequisite to the pursuit of other remedies, including the filing of a complaint with the U.S. Department of Education's Office for Civil Rights.

A. An employee with a complaint based on alleged discrimination on the basis of disability may first discuss the problem with a~~the~~ District Compliance Officer.

B. If the informal discussion does not resolve the matter, or if the employee skips Step A, the individual may file a formal written complaint with a~~the~~ District Compliance Officer. The written complaint must contain the name and address of the individual or representative filing the complaint, be signed by the complainant or someone authorized to sign for the complainant, describe the alleged discriminatory action in sufficient detail to inform the District Compliance Officer of the nature and date of the alleged violation, and propose a resolution. The complaint must be filed within thirty (30) days of the circumstances or event giving rise to the complaint, unless the time for filing is extended by the District Compliance Officer for good cause.

C. The District Compliance Officer will conduct an independent investigation of the matter (which may or may not include a hearing). This complaint procedure contemplates informal but~~informal, but~~ thorough investigations, affording all interested persons and their representatives, if any, an opportunity to present witnesses and other evidence relevant to the complaint. The District Compliance Officer will provide the complainant with a written disposition of the complaint within ten (10) days. If no decision is rendered within ten (10) days, or the decision is unsatisfactory in the opinion of the complainant, the employee may file, in writing, an appeal with the Superintendent. The District Compliance Officer shall maintain the District's files and records relating to the complaint.

D. The Superintendent will, within ten (10) days of receiving the written appeal, conduct a hearing with all parties involved in an attempt to resolve the complaint.

   The Superintendent will render a~~his/her~~ decision within ten (10) days of the hearing.

E. The employee may be represented, at the employee's~~his/her~~ own cost, at any of the above-described meetings/hearings.

F. The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies, such as the filing of a complaint with the Office for Civil Rights or the filing of a court case. Use of this internal complaint procedure is not a prerequisite to the pursuit of other remedies.

If it is determined that the complainant was subjected to unlawful discrimination, the CO must identify what corrective action will be taken to stop, remedy, and prevent the recurrence of the discrimination/retaliation. The corrective action should be reasonable, timely, age-appropriate, and effective, and tailored to the specific situation.

OCR Complaint

At any time, if an employee believes that they have~~s/he has~~ been subjected to discrimination based upon their~~his/her~~ disability in violation of Section 504 or the ADA, the individual may file a complaint with the U.S. Department of Education's Office for Civil Rights ("OCR"). The OCR can be reached at:

U.S. Department of Education
Office for Civil Rights
Lyndon Baines Johnson Department of Education Building
400 Maryland Ave., SW
Washington, DC 20202-1100
Telephone: (800) 421-3481
FAX: (202) 453-6012
TDD: 800-877-8339
E-mail: OCR@ed.gov
Web: http://www.ed.gov/ocr
~~U.S. Department of Education~~
~~Office for Civil Rights~~
~~Cleveland Office~~
~~1350 Euclid Avenue~~
~~Suite 325~~
~~Cleveland, Ohio 44115~~
~~(216) 522-4970~~
~~FAX: (216) 522-2573~~
~~TDD: (216) 522-4944~~
~~E-mail: OCR.Cleveland@ed.gov~~
~~Web: http://www.ed.gov/ocr~~

Retaliation

Retaliation against a person who makes a report or files a complaint alleging unlawful harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made unlawful by any Federal or State civil rights law, or because that individual made a report, formal complaint, testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or this policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.

Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.

The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.

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Legal	29 C.F.R. Part 1630
	29 U.S.C. 794, Section 504 Rehabilitation Act of 1973, as amended
	34 C.F.R. Part 104
	42 U.S.C. 12101 et seq., Americans with Disabilities Act of 1990, as amended

Book	Policy Manual
Section	Vol. 44, No. 1 - Nondiscrimination - August 2025
Title	Vol. 44, No. 1 - Nondiscrimination - August 2025 Rescind ANTI-HARASSMENT
Code	*po4362 JP (Completed-Rescind)
Status	
Adopted	January 8, 2001
Last Revised	May 17, 2021

Rescind Policy - Vol. 44, No. 1

~~4362 **ANTI-HARASSMENT**~~

~~**General Policy Statement**~~

~~It is the policy of the Board of Education to maintain an education and work environment that is free from all forms of unlawful harassment, including sexual harassment. This commitment applies to all School District operations, programs, and activities. All students, administrators, teachers, staff, and all other school personnel share responsibility for avoiding, discouraging, and reporting any form of unlawful harassment. This policy applies to unlawful conduct occurring on school property or at another location if such conduct occurs during an activity sponsored by the Board.~~

~~The Board will vigorously enforce its prohibition against discriminatory harassment based on race, color, national origin, sex (including sexual orientation and gender identity), disability, age, religion, ancestry, or genetic information (collectively, Protected Classes) that are protected by Federal civil rights laws (hereinafter referred to as unlawful harassment) and encourages those within the School District community, as well as Third Parties, who feel aggrieved to seek assistance to rectify such problems. The Board will investigate all allegations of harassment and in those cases where unlawful harassment is substantiated, the Board will take immediate steps to end the harassment, prevent its reoccurrence, and remedy its effects. Individuals who are found to have engaged in unlawful harassment will be subject to appropriate disciplinary action.~~

~~**[ ]** The District will offer counseling services to any person found to have been subjected to unlawful harassment, and where appropriate, the person(s) who committed the unlawful harassment.~~

~~**Other Violations of the Anti-Harassment Policy**~~

~~The Board will also take immediate steps to impose disciplinary action on individuals engaging in any of the following prohibited acts:~~

A. ~~Retaliating against a person who has made a report or filed a complaint alleging unlawful harassment or who has participated as a witness in a harassment investigation.~~

B. ~~Filing a malicious or knowingly false report or complaint of unlawful harassment.~~

C. ~~Disregarding, failing to investigate adequately, or delaying investigation of allegations of harassment when responsibility for reporting and/or investigating unlawful harassment charges comprises part of one's supervisory duties.~~

~~**Definitions**~~

~~Words used in this policy shall have those meanings defined herein; words not defined herein shall be construed according to their plain and ordinary meanings.~~

~~**Complainant** is the individual who alleges or is alleged to have been subjected to unlawful harassment, regardless of whether the person files a formal complaint or is pursuing an informal resolution to the alleged harassment.~~

Respondent is the individual who has been alleged to have engaged in unlawful harassment, regardless of whether the Reporting Party files a formal complaint or is seeking an informal resolution to the alleged harassment.

School District community means students and Board employees (i.e., administrators and professional and classified staff), as well as Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

Third Parties include, but are not limited to, guests and/or visitors on School District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with or seeking to do business with the Board, and other individuals who come in contact with members of the School District community at school related events/activities (whether on or off District property).

Day(s): Unless expressly stated otherwise, the term "day" or "days" as used in this policy means business day(s) (i.e., a day(s) that the Board office is open for normal operating hours, Monday – Friday, excluding State recognized holidays).

Bullying

Bullying rises to the level of unlawful harassment when one (1) or more persons systematically and chronically inflict physical hurt or psychological distress on one (1) or more students or employees and that bullying is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal civil rights laws. It is defined as any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an adult or student that is severe or pervasive enough to create an intimidating, hostile, or offensive educational or work environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school or work performance or participation; and may involve:

A. teasing;

B. threats;

C. intimidation;

D. stalking;

E. cyberstalking;

F. cyberbullying;

G. physical violence;

H. theft;

I. sexual, religious, or racial harassment;

J. public humiliation; or

K. destruction of property.

Harassment means any threatening, insulting, or dehumanizing gesture, use of technology, or written, verbal, or physical conduct directed against a student or school employee that:

A. places a student or school employee in reasonable fear of harm to his/her person or damage to his/her property;

B. has the effect of substantially interfering with a student's educational performance, opportunities, or benefits, or an employee's work performance; or

C. has the effect of substantially disrupting the orderly operation of a school.

Sexual Harassment

For purposes of this policy and consistent with Title VII of the Civil Rights Act of 1964, sexual harassment is defined as:

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

A. ~~Submission to such conduct is made either implicitly or explicitly a term or condition of an individual's employment or status in a class, educational program, or activity.~~

B. ~~Submission or rejection of such conduct by an individual is used as the basis for employment or educational decisions affecting such individual.~~

C. ~~Such conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working, and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity.~~

~~Sexual harassment may involve the behavior of a person of any gender against a person of the same or another gender.~~

~~Sexual Harassment covered by Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities is not included in this policy. Allegations of such conduct shall be addressed solely by Policy 2266.~~

~~Prohibited acts that constitute sexual harassment under this policy may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:~~

A. ~~Unwelcome sexual propositions, invitations, solicitations, and flirtations.~~

B. ~~Unwanted physical and/or sexual contact.~~

C. ~~Threats or insinuations that a person's employment, wages, academic grade, promotion, classroom work or assignments, academic status, participation in athletics or extra-curricular programs, activities, or events, or other conditions of employment or education may be adversely affected by not submitting to sexual advances.~~

D. ~~Unwelcome verbal expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, profanity, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls.~~

E. ~~Sexually suggestive objects, pictures, graffiti, videos, posters, audio recordings or literature, placed in the work or educational environment, that may reasonably embarrass or offend individuals.~~

F. ~~Unwelcome and inappropriate touching, patting, or pinching; **( )** obscene gestures.~~

G. ~~Asking about, or telling about, sexual fantasies, sexual preferences, or sexual activities.~~

H. ~~Speculations about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history.~~

I. ~~Giving unwelcome personal gifts such as lingerie that suggest the desire for a romantic relationship.~~

J. ~~Leering or staring at someone in a sexual way, such as staring at a person's breasts, buttocks, or groin.~~

K. ~~A pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another.~~

L. ~~In the context of employees, consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment.~~

M. ~~Inappropriate boundary invasions by a District employee or other adult member of the School District community into a student's personal space and personal life.~~

N. ~~Verbal, nonverbal or physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.~~

~~Not all behavior with sexual connotations constitutes unlawful sexual harassment. Sex-based or gender-based conduct must be sufficiently severe, pervasive, and persistent such that it adversely affects, limits, or denies an individual's employment or education, or such that it creates a hostile or abusive employment or educational environment.~~

~~[DRAFTING NOTE: Sexual conduct/relationships with students by District employees or any other adult member of the School District community is prohibited, and any teacher, administrator, coach, or other school authority who engages in sexual conduct with a student may also be guilty of the criminal charge of sexual~~

battery as set forth in R.C. 2907.03. The issue of consent is irrelevant in regard to such criminal charge and/or with respect to the application of this policy to District employees or other adult members of the School District community.]

Race/Color Harassment

Prohibited racial harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's race or color and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working, and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references relative to racial customs.

Religious (Creed) Harassment

Prohibited religious harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's religion or creed and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's religious tradition, clothing, or surnames, and/or involves religious slurs.

National Origin/Ancestry Harassment

Prohibited national origin/ancestry harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's national origin or ancestry and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's national origin or ancestry, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

Disability Harassment

Prohibited disability harassment occurs when unwelcome physical, verbal, or nonverbal conduct is based upon an individual's disability and when the conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity. Such harassment may occur where conduct is directed at the characteristics of a person's disability, such as negative comments about speech patterns, movement, physical impairments or defects/appearances, or the like. Such harassment may further occur where conduct is directed at or pertains to a person's genetic information.

Anti-Harassment Compliance Officers

The following individual(s) shall serve as the District's Anti-Harassment Compliance Officer(s) (hereinafter, "the Compliance Officer(s)"):

[DRAFTING NOTE: Neola suggests the Board appoint both a male and a female Compliance Officer in order to provide Complainants with the option to report their concerns to an individual of the gender with which they feel most comfortable. The same individual(s) assigned to serve as Compliance Officer(s) may also be assigned to serve as the District's Section 504 Compliance Officer(s) /ADA Coordinator(s) and/or Title IX Coordinator(s). Additionally, by appointing two (2) Compliance Officers, there should also be a Compliance Officer available to investigate a claim of harassment that pertains to the other Compliance Officer.]

_____

(Name)

_____

(School District Title)

_____

(Telephone Number)

_____

(Office Address)

_____
(E-mail Address)

_____
(Name)

_____
(School District Title)

_____
(Telephone Number)

_____
(Office Address)

_____
(E-mail Address)

The names, titles, and contact information of these individuals will be published annually on the School District's website **( )** and:

A. **( )** in the parent and staff handbooks.

B. **( )** in the School District Annual Report to the public.

C. **( )** on each individual school's website.

D. **( )** in the School District's calendar.

E. **( )** _____.

The Compliance Officer(s) **( )** is **( )** are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding harassment.

The Compliance Officer(s) will be available during regular school/work hours to discuss concerns related to unlawful harassment, to assist students, other members of the District community, and third parties who seek support or advice when informing another individual about unwelcome conduct, or to intercede informally on behalf of the individual in those instances where concerns have not resulted in the filing of a formal complaint and where all parties are in agreement to participate in an informal process.

The Compliance Officers shall accept reports of unlawful harassment directly from any member of the School District community or a Third Party or receive reports that are initially filed with an administrator, supervisor, or other District level official. Upon receipt of a report of alleged harassment, the Compliance Officer(s) will contact the Complainant and begin either an informal or formal complaint process (depending on the request of the Complainant or the nature of the alleged harassment), or the Compliance Officer(s) will designate a specific individual to conduct such a process. The Compliance Officer(s) will provide a copy of this policy to the Complainant and Respondent. In the case of a formal complaint, the Compliance Officer(s) will prepare recommendations for the Superintendent or will oversee the preparation of such recommendations by a designee. All Board employees must report incidents of harassment that are reported to them to the Compliance Officer within two (2) days of learning of the incident.

Any Board employee who directly observes unlawful harassment is obligated, in accordance with this policy, to report such observations to the Compliance Officer(s) within two (2) days. Additionally, any Board employee who observes an act of unlawful harassment is expected to intervene to stop the harassment, unless circumstances make such an intervention dangerous, in which case the staff member should immediately notify other Board employees and/or local law enforcement officials, as necessary, to stop the harassment. Thereafter, the Compliance Officer(s) or designee must contact the Complainant, if age eighteen (18) or older, or Complainant's parents/guardians if the Complainant is under the age of eighteen (18), within two (2) days to advise of the Board's intent to investigate the alleged wrongdoing.

Reports and Complaints of Harassing Conduct

Members of the School District community, along with Third Parties, are required to report incidents of harassing conduct to an administrator, supervisor, or other School District official so that the Board may address the conduct before it becomes severe, pervasive, or persistent. Any administrator, supervisor, or other District official who receives such a report shall file it with the Compliance Officer within two (2) days of receiving the report of harassment.

Members of the School District community and Third Parties who believe they have been unlawfully harassed by another member of the School District community or a Third Party are entitled to utilize the Board's complaint process that is set forth below. Initiating a complaint, whether formally or informally, will not adversely affect the Complainant's employment or participation in educational or extra-curricular programs. While there are no time limits for initiating complaints of harassment under this policy, individuals should make every effort to file a complaint as soon as possible after the conduct occurs while the facts are known and potential witnesses are available.

If, during an investigation of alleged bullying, aggressive behavior and/or harassment in accordance with Policy 5517.01 - Bullying and Other Forms of Aggressive Behavior, the Principal believes that the reported misconduct may have created a hostile work environment and may have constituted unlawful discriminatory harassment based on a Protected Class, the Principal shall report the act of bullying, aggressive behavior and/or harassment to the Compliance Officer(s) who shall investigate the allegation in accordance with this policy. If the alleged harassment involves Sexual Harassment as defined by Policy 2266, the matter will be handled in accordance with the grievance process and procedures outlined in Policy 2266. While the Compliance Officer investigates the allegation, or the matter is being addressed pursuant to Policy 2266, the Principal shall suspend the Policy 5517.01 investigation to await the Compliance Officer's written report or the determination of responsibility pursuant to Policy 2266. The Compliance Officer shall keep the Principal informed of the status of the Policy 4362 investigation and provide the Principal with a copy of the resulting written report. Likewise, the Title IX Coordinator will provide the Principal with the determination of responsibility that results from the Policy 2266 grievance process.

Investigation and Complaint Procedure (See Form 4362 F1)

Except for Sexual Harassment that is covered by Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities, any employee or other member of the School District community or Third Party (e.g., visitor to the District) who believes that they have been subjected to unlawful harassment or retaliation may seek resolution of the complaint through the procedures described below. The formal complaint process involves an investigation of the Complainant's claims of harassment or retaliation and a process for rendering a decision regarding whether the charges are substantiated.

Due to the sensitivity surrounding complaints of unlawful harassment, or retaliation timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a complaint within thirty (30) days after the conduct occurs while the facts are known and potential witnesses are available. Once the formal complaint process is begun, the investigation will be completed in a timely manner (ordinarily, within fifteen (15) business days of the complaint being received).

The procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of unlawful harassment or retaliation with the United States Department of Education Office for Civil Rights, the Ohio Civil Rights Commission (OCRC), and/or Equal Employment Opportunity Commission (EEOC).

Informal Complaint Procedure

The goal of the informal complaint procedure is to promptly stop inappropriate behavior and to facilitate resolution through an informal means, if possible. The informal complaint procedure is provided as a less formal option for a student, other member of the School District community, or Third Party who alleges unlawful harassment or retaliation. This informal procedure is not required as a precursor to the filing of a formal complaint. The informal process is only available in those circumstances where the Complainant and the Respondent mutually agree to participate in it.

The Complainant may proceed immediately to the formal complaint process and individuals who seek resolution through the informal procedure may request that the informal process be terminated at any time to move to the formal complaint process.

All complaints involving a District employee, any other adult member of the School District community, or a Third Party and a student will be formally investigated.

As an initial course of action, if a Complainant feels comfortable and safe in doing so, the individual should tell or otherwise inform the Respondent that the alleged harassing conduct is inappropriate and must stop. The Complainant should address the allegedly harassing conduct as soon after it occurs as possible. The Compliance Officers are available to support and counsel individuals when taking this initial step or to intervene on behalf of the Complainant if requested to do so. A

Complainant who is uncomfortable or unwilling to directly approach the Respondent about the alleged inappropriate conduct may file an informal or a formal complaint. In addition, with regard to certain types of unlawful harassment, such as sexual harassment, the Compliance Officer may advise against the use of the informal complaint process.

A Complainant may make an informal complaint, either orally or in writing: 1) to a teacher, other employee, or building administrator; 2) directly to one (1) of the Compliance Officers; and/or 3) to the Superintendent or other District-level employee.

All informal complaints must be reported to one (1) of the Compliance Officers, who will either facilitate an informal resolution as described below or appoint another individual to facilitate an informal resolution.

The Board's informal complaint procedure is designed to provide employees, other members of the School District community, or third parties who believe they are being unlawfully harassed with a range of options designed to bring about a resolution of their concerns. Depending upon the nature of the complaint and the wishes of the Complainant, informal resolution may involve, but not be limited to, one (1) or more of the following:

A. Advising the Complainant about how to communicate the unwelcome nature of the behavior to the Respondent.

B. Distributing a copy of this policy as a reminder to the individuals in the school building or office where the Respondent works or attends.

C. If both parties agree, the Compliance Officer may arrange and facilitate a meeting or mediation between the Complainant and the Respondent to work out a mutual resolution.

While there are no set time limits within which an informal complaint must be resolved, the Compliance Officer/designee is directed to attempt to resolve all informal complaints within fifteen (15) business days of receiving the informal complaint. If the Complainant is dissatisfied with the informal complaint process, the Complainant may proceed to file a formal complaint. And, as stated above, either party may request that the informal process be terminated at any time to move to the formal complaint process.

Formal Complaint Procedure

If a complaint is not resolved through the informal complaint process, if one of the parties has requested that the informal complaint process be terminated to move to the formal complaint process, or the Complainant, from the outset, elects to file a formal complaint, or the CO determines the allegations are not appropriate for resolution through the informal process, the formal complaint process shall be implemented.

The Complainant may file a formal complaint, either orally or in writing, with a teacher, Principal, the Compliance Officer, Superintendent, or other District official. Due to the sensitivity surrounding complaints of unlawful harassment and retaliation, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a formal complaint within thirty (30) days after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs a teacher, Principal, Superintendent, or other District official, either orally or in writing, about any complaint of harassment or retaliation, that employee must report such information to the Compliance Officer within two (2) business days.

Throughout the course of the process, the Compliance Officer should keep the parties reasonably informed of the status of the investigation and the decision-making process.

All formal complaints must include the following information to the extent known: the identity of the Respondent; a detailed description of the facts upon which the complaint is based (i.e., when, where, and what occurred); a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the Compliance Officer shall ask for such details in an oral interview. Thereafter, the Compliance Officer will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a formal complaint, the Compliance Officer will consider whether any action should be taken in the investigatory phase to protect the Complainant from further harassment or retaliation including, but not limited to, a change of work assignment or schedule for the Complainant and/or the Respondent. In making such a determination, the Compliance Officer should consult the Complainant to assess whether the individual agrees with the proposed action. If the Complainant is unwilling to consent to the proposed change, the Compliance Officer may still take whatever actions deemed appropriate in consultation with the Superintendent.

Within two (2) business days of receiving the complaint, the Compliance Officer/ designee will initiate a formal investigation to determine whether the Complainant has been subjected to offensive conduct/harassment/retaliation. The Principal will not conduct an investigation unless directed to do so by the Compliance Officer.

Simultaneously, the Compliance Officer will inform the Respondent that a formal complaint has been received. The Respondent will be informed about the nature of the allegations and provided with a copy of any relevant policies and/or administrative guidelines, including the Board's Anti-Harassment policy. The Respondent must also be informed of the opportunity to submit a written response to the complaint within five (5) business days.

Although certain cases may require additional time, the Compliance Officer/designee will attempt to complete an investigation into the allegations of harassment/retaliation within fifteen (15) business days of receiving the formal complaint. The investigation will include:

A. interviews with the Complainant;

B. interviews with the Respondent;

C. interviews with any other witnesses who may reasonably be expected to have any information relevant to the allegations;

D. consideration of any documentation or other information presented by the Complainant, Respondent, or any other witness that is reasonably believed to be relevant to the allegations.

At the conclusion of the investigation, the Compliance Officer or the designee shall prepare and deliver a written report to the Superintendent that summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of unlawful harassment as provided in Board policy and State and Federal law as to whether the Complainant has been subjected to unlawful harassment. The Compliance Officer's recommendations must be based upon the totality of the circumstances. In determining if discriminatory harassment or retaliation occurred, a preponderance of evidence standard will be used. The Compliance Officer may consult with the Board's legal counsel before finalizing the report to the Superintendent.

Absent extenuating circumstances, within five (5) business days of receiving the report of the Compliance Officer/designee, the Superintendent must either issue a written decision regarding whether the complaint of harassment has been substantiated or request further investigation. A copy of the Superintendent's final decision will be delivered to both the Complainant and the Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation must be completed within five (5) business days. At the conclusion of the additional investigation, the Superintendent must issue a written decision as described above.

[ ] The decision of the Superintendent shall be final.

[OR]

[ ] A Complainant or Respondent who is dissatisfied with the final decision of the Superintendent may appeal through a signed written statement to the Board within five (5) business days of the party's receipt of the Superintendent's decision. The written statement of appeal must be submitted to the Treasurer/CFO.

In an attempt to resolve the complaint, the Board shall meet with the concerned parties and their representatives within twenty (20) business days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each party within ten (10) business days of this meeting. The decision of the Board will be final.

[END OF OPTIONS]

The Board reserves the right to investigate and resolve a complaint or report of unlawful harassment/retaliation regardless of whether the member of the School District community or Third Party alleging the unlawful harassment/retaliation pursues the complaint. The Board also reserves the right to have the formal complaint investigation conducted by an external person in accordance with this policy or in such other manner as deemed appropriate by the Board or its designee.

The parties may be represented, at their own cost, at any of the above-described meetings/hearings.

The right of a person to a prompt and equitable resolution of the complaint shall not be impaired by the person's pursuit of other remedies such as the filing of a complaint with the Office for Civil Rights, the filing of charges with local law enforcement, or the filing of a civil action in court. Use of this internal complaint process is not a prerequisite to the pursuit

~~of other remedies.~~

~~Privacy/Confidentiality~~

~~The District will employ all reasonable efforts to protect the rights of the Complainant, the Respondent, and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations. All records generated under the terms of this policy and related administrative guidelines shall be maintained as confidential to the extent permitted by law. Confidentiality, however, cannot be guaranteed. Additionally, the Respondent must be provided the Complainant's identity.~~

~~During the course of a formal investigation, the Compliance Officer/designee will instruct all members of the School District community and Third Parties who are interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of a harassment investigation is expected not to disclose any information that is learned or provided during the course of the investigation.~~

~~Sanctions and Monitoring~~

~~The Board shall vigorously enforce its prohibitions against unlawful harassment/retaliation by taking appropriate action reasonably calculated to stop the harassment and prevent further such harassment. While observing the principles of due process, a violation of this policy may result in disciplinary action up to and including the discharge of an employee or the suspension/expulsion of a student. All disciplinary action will be taken in accordance with applicable State law and the terms of the relevant collective bargaining agreement(s). When imposing discipline, the Superintendent shall consider the totality of the circumstances involved in the matter. In those cases where unlawful harassment is not substantiated, the Board may consider whether the alleged conduct nevertheless warrants discipline in accordance with other Board policies, consistent with the terms of the relevant collective bargaining agreement(s).~~

~~Where the Board becomes aware that a prior remedial action has been taken against a member of the School District community, all subsequent sanctions imposed by the Board and/or Superintendent shall be reasonably calculated to end such conduct, prevent its recurrence, and remedy its effect.~~

~~Retaliation~~

~~Retaliation against a person who makes a report or files a complaint alleging unlawful harassment/retaliation or participates as a witness in an investigation is prohibited. Neither the Board nor any other person may intimidate, threaten, coerce or interfere with any individual because the person opposed any act or practice made unlawful by any Federal or State civil rights law, or because that individual made a report, formal complaint testified, assisted or participated or refused to participate in any manner in an investigation, proceeding, or hearing under those laws and/or the policy, or because that individual exercised, enjoyed, aided or encouraged any other person in the exercise or enjoyment of any right granted or protected by those laws and/or this policy.~~

~~Retaliation against a person for making a report of discrimination, filing a formal complaint, or participating in an investigation or meeting is a serious violation of this policy that can result in imposition of disciplinary sanctions/consequences and/or other appropriate remedies.~~

~~Formal complaints alleging retaliation may be filed according to the internal complaint process set forth above.~~

~~The exercise of rights protected under the First Amendment of the United States Constitution does not constitute retaliation prohibited under this policy.~~

~~Allegations Constituting Criminal Conduct: Child Abuse/Sexual Misconduct~~

~~State law requires any school teacher or school employee who knows or suspects that a child with a disability under the age of twenty-one (21) or that a child under the age of eighteen (18) has suffered or faces a threat of suffering a physical or mental wound, disability or condition of a nature that reasonably indicates abuse or neglect of a child to immediately report that knowledge or suspicion to the county children's services agency. If, during the course of a harassment investigation, the Compliance Officer or a designee has reason to believe or suspect that the alleged conduct reasonably indicates abuse or neglect of the Complainant, a report of such knowledge must be made in accordance with State law and Board Policy.~~

~~State law defines certain contact between a teacher and a student as sexual battery. If the Compliance Officer or a designee has reason to believe that the Complainant has been the victim of criminal conduct as defined in Ohio's Criminal Code, such knowledge should be immediately reported to local law enforcement.~~

Any reports made to a county children's services agency or to local law enforcement shall not terminate the Compliance Officer or a designee's obligation and responsibility to continue to investigate a complaint of harassment. While the Compliance Officer or a designee may work cooperatively with outside agencies to conduct concurrent investigations, in no event shall the harassment investigation be inhibited by the involvement of outside agencies without good cause after consultation with the Superintendent.

Allegations Involving Conduct Unbecoming the Teaching Profession/Suspension

The Superintendent will report to the Ohio Department of Education, on forms provided for that purpose, matters of misconduct on the part of licensed classified staff members convicted of sexual battery, and will, in accordance with Policy 8141, suspend such employee from all duties that concern or involve the care, custody, or control of a child during the pendency of any criminal action for which that person has been arrested, summoned and/or indicted in that regard.

Education and Training

In support of this Anti-Harassment Policy, the Board promotes preventative educational measures to create greater awareness of unlawful discriminatory practices. The Superintendent shall provide appropriate information to all members of the School District community related to the implementation of this policy and shall provide training for District students and staff where appropriate. All training, as well as all information provided regarding the Board's policy and harassment in general, will be age and content appropriate.

Retention of Investigatory Records and Materials

The Compliance Officer(s) is responsible for overseeing retention of all records that must be maintained pursuant to this policy. All individuals charged with conducting investigations under this policy shall retain all documents, electronically stored information (ESI), and electronic media (as defined in Policy 8315) created and/or received as part of an investigation, which may include but not be limited to:

A. all written reports/allegations/complaints/grievances/statements/responses pertaining to an alleged violation of this policy;

B. any narratives that memorialize oral reports/allegations/complaints/grievances/statements/responses pertaining to an alleged violation of this policy;

C. any documentation that memorializes the actions taken by District personnel or individuals contracted or appointed by the Board to fulfill its responsibilities related to the investigation and/or the District's response to the alleged violation of this policy;

D. written witness statements;

E. narratives, notes from, or audio, video, or digital recordings of witness interviews/statements;

F. e-mails, texts, or social media posts that directly relate to or constitute evidence pertaining to an alleged violation of this policy (i.e., not after-the-fact commentary about or media coverage of the incident);

G. notes or summaries prepared contemporaneously by the investigator in whatever form made (e.g., handwritten, keyed into a computer or tablet, etc.), but not including transitory notes whose content is otherwise memorialized in other documents;

H. written disciplinary sanctions issued to students or employees and other documentation that memorializes oral disciplinary sanctions issued to students or employees for violations of this policy;

I. dated written determinations/reports (including summaries of relevant exculpatory and inculpatory evidence) and other documentation that memorializes oral notifications to the parties concerning the outcome of the investigation, including any consequences imposed as a result of a violation of this policy;

J. documentation of any supportive measures offered and/or provided to the Complainant and/or the Respondent, including no contact orders issued to both parties, the dates the no contact orders were issued, and the dates the parties acknowledged receipt of the no contact orders;

K. documentation of all actions taken, both individual and systemic, to stop the discrimination or harassment, prevent its recurrence, eliminate any hostile environment, and remedy its discriminatory effects;

L. ~~copies of the Board policy and/or procedures/guidelines used by the District to conduct the investigation, and any documents used by the District at the time of the alleged violation to communicate the Board's expectations to students and staff with respect to the subject of this policy (e.g., Student Code of Conduct and/or Employee Handbooks);~~

M. ~~copies of any documentation that memorializes any formal or informal resolutions to the alleged discrimination or harassment;~~

~~**[DRAFTING NOTE: The following options should be selected if the district concludes that the following items are not adequately encompassed in the preceding paragraphs.]**~~

N. ~~**( )** documentation of any training provided to District personnel related to this policy, including but not limited to, notification of the prohibitions and expectations of staff set forth in this policy and the role and responsibility of all District personnel involved in enforcing this policy, including their duty to report alleged violations of this policy and/or conducting an investigation of an alleged violation of this policy; **[REMINDER: Documentation of training should be maintained regardless of whether there is an investigation of an alleged violation of this policy. It is best practice to maintain a log of all staff members who participate in a training, along with the date, time and location of the training, and a copy of the materials reviewed and/or presented during the training.]**~~

O. ~~**( )** documentation that any rights or opportunities that the District made available to one party during the investigation were made available to the other party on equal terms;~~

P. ~~**( )** copies of any notices sent to the alleged perpetrator/responding party of the allegations constituting a potential violation of this policy;~~

Q. ~~**( )** copies of any notices sent to the Complainant and the Respondent in advance of any interview, meeting, or hearing;~~

R. ~~**( )** copies of any documentation or evidence used during informal and formal disciplinary meetings and hearings, including the investigation report, and any written responses submitted by the Complainant or the Respondent.~~

~~The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law (e.g., R.C. 3319.321) e.g., student records and confidential medical records.~~

~~The documents, ESI, and electronic media (as defined in Policy 8315) created or received as part of an investigation shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.~~

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Legal

R.C. 4112.02

20 U.S.C. 1400 et seq., The Individuals with Disabilities Education Improvement Act of 2004 (IDEIA)

20 U.S.C. 1681 et seq.

29 U.S.C. 621 et seq., Age Discrimination in Employment Act of 1967

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

29 C.F.R. Part 1635

42 U.S.C. 6101, The Age Discrimination Act of 1975

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

42 U.S.C. 2000d et seq.

42 U.S.C. 2000e et seq.

42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act

42 U.S.C. 1983

National School Boards Association Inquiry and Analysis - May 2008

Book	Policy Manual
Section	Vol. 44, No. 1 - August 2025
Title	Vol. 44, No. 1 - August 2025 Revised WITHDRAWAL FROM SCHOOL
Code	*po5130 JP (completed)
Status	
Adopted	January 8, 2001

Revised Policy - Vol. 44, No. 1

5130 - **WITHDRAWAL FROM SCHOOL**

The Board of Education affirms that, while statute requires attendance of each student from six (6) years of age, or five (5) years of age if enrolled in kindergarten, and not formally withdrawn, until eighteen (18) years of age, it is in the best interests of both students and the community that they complete the educational program that will equip them with skills and increase their chances for a successful and fulfilling life beyond the schools. A child enrolled in kindergarten is deemed to be of compulsory school age unless the child's parent or guardian, at the parent's or guardian's discretion and in consultation with the child's teacher and principal, formally withdraws the child from kindergarten.

The Board directs that whenever a student wishes to withdraw, effort should be made to determine the underlying reason for such action, and the resources of the District should be used to assist the student in reaching the student's~~his/her~~ career goals. No student under the age of eighteen (18) will be permitted to withdraw without the written consent of a parent and in compliance with State law.

Whenever a student under the age of eighteen (18) withdraws from school without moving out of State, transferring to another approved school, being granted an age and schooling certificate, or enrolling in and attending an approved program, the Superintendent shall notify ~~the Registrar of Motor Vehicles and~~ the Judge of the Juvenile Court.

Such notification is to be given, in writing, within two (2) weeks after the Superintendent confirms the student is not properly enrolled in and attending another approved school or program or has moved out of State.

The Superintendent shall ensure, through administrative guidelines, that proper procedures are established so that such notification complies with the provisions of R.C. 3321.13 (B)(1).

The Superintendent shall develop administrative guidelines for withdrawal from school which:

A. ~~**( )** make counseling services available to any student who wishes to withdraw;~~

B. **(x)** help the student define the student's~~his/her~~ own educational life goals and help plan the realization of those goals;

C. **(x)** inform the student of alternative programs;

D. **(x)** advise students of their right to return prior to their twenty-second (22nd) birthday;

E. ~~**( )** assure the timely return of all District-owned supplies and equipment in the possession of the student.~~

In accordance with Policy 5610, the Superintendent shall initiate expulsion proceedings against a student who has committed an act that warrants expulsion under Board policy, even if the student withdraws from school prior to the hearing or decision to impose the expulsion. Any resulting expulsion shall be imposed for the same duration it would have been had the student remained enrolled.

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Legal A.C. 3301-41-01, 3301-43-01, 3301-35-03 (F)

R.C. 3313.66,3321.13

Book	Policy Manual
Section	Vol. 44, No. 1 - August 2025
Title	Vol. 44, No. 1 - August 2025 Revised PROMOTION, ACADEMIC ACCELERATION, PLACEMENT, AND RETENTION
Code	*po5410 JP (Completed- Review-academic acceleration section missing)
Status	
Adopted	January 8, 2001
Last Revised	October 24, 2017

Revised Policy - Vol. 44, No. 1

5410 - **PROMOTION, ACADEMIC ACCELERATION, PLACEMENT, AND RETENTION**

[DISTRICTS MUST SELECT A COMPREHENSIVE POLICY(S) REGARDING ACCELERATION. CHOOSE EITHER THE COMBINATION OF NEOLA'S POLICY TEMPLATES 5409 - STUDENT ACCELERATION, 5410 - PROMOTION, ACADEMIC ACCELERATION, PLACEMENT, AND RETENTION, AND 5464 - EARLY HIGH SCHOOL GRADUATION OR NEOLA'S POLICY TEMPLATE 5408 - ACADEMIC ACCELERATION, EARLY ENTRANCE TO KINDERGARTEN, AND EARLY HIGH SCHOOL GRADUATION. POLICY 5408 IS THE OHIO DEPARTMENT OF EDUCATION'S MODEL ACCELERATION POLICY.]

The Board of Education recognizes that the personal, social, physical, and educational growth of children will vary and that they should be placed in the educational setting most appropriate to their needs at the various stages of their growth.

It is the Board's intent that each student be moved forward in a continuous pattern of achievement and growth that is in harmony with the student's~~his/her~~ own development.

x] Such pattern should coincide with the system of grade levels established by this Board and the instructional objectives established for each.

The promotion and retention provisions of this policy shall be in compliance with the terms of Ohio's Third Grade Reading Guarantee (Policy 2623.02).

Promotion:

A student will be promoted to the succeeding grade level when the student~~s/he~~ has:

A. **(x)** completed the course and State-mandated requirements at the presently assigned grade;

B. **(x)** in the opinion of the professional staff, achieved the instructional objectives set for the present grade;

C. **(x)** demonstrated sufficient proficiency to permit the student~~him/her~~ to move ahead in the educational program of the next grade;

D. ~~**( )** demonstrated the degree of social, emotional, and physical maturation necessary for a successful learning experience in the next grade.~~

Academic Acceleration:

Academic acceleration may involve whole-grade acceleration or individual subject acceleration. Academic acceleration occurs when a student is not only doing the caliber of work necessary to be promoted to the next grade or enrolled in the next course in the academic sequence, but also demonstrates the ability to do the caliber of work required of students in that next grade level/subject/course. An acceleration evaluation committee will determine whether the student will be permitted to skip a grade level (i.e., whole-grade acceleration), or take a subject at a higher grade level or skip a course in the usual and customary academic sequence (i.e., individual subject acceleration).

Any student residing in the District may be referred by a staff member or a parent/guardian to the Principal of the~~principal of his/her~~ school for evaluation for possible accelerated placement. Students may refer themselves or a peer through a staff member who has knowledge of the referred child's abilities. Copies of referral forms for evaluation for whole-grade or individual subject acceleration will be available at each school building. **[x]** The Principal~~principal of each school (or his/her designee)~~ will solicit referrals of students for evaluation for accelerated placement, and notify appropriate staff~~all staff s/he supervises~~ of the referral process. **[END OF OPTIONAL SENTENCE]**

Students referred for accelerated placement will be evaluated in a prompt manner. The Principal~~building principal~~ will schedule the evaluations. Normally, changes in a student's schedule will occur only at the start of a ~~( )~~ ~~grading period~~ **(x)** semester **[END OF OPTION]**.

Before a student is evaluated for accelerated placement, the Principal~~principal (or his/her designee)~~ shall obtain written permission from the student's parent/guardian.

Evaluations related to referrals that occur during the school year will ordinarily be completed and a written report issued within forty-five (45) calendar days. Evaluations related to referrals that occur at the end of a school year or during the summer will be completed and a written report issued either before the end of the school year, if possible, or within forty-five (45) calendar days of the start of the next school year.

Upon referral, the student's Principal (or ~~his/her~~ designee) shall convene an acceleration evaluation committee to determine the appropriate learning environment for the referred student. This committee shall include the following:

A. a parent/guardian, or a representative designated by that parent/guardian

B. a gifted education coordinator or gifted intervention specialist, or if neither is available, a school psychologist or guidance counselor with expertise in the appropriate use of academic acceleration may be substituted

C. a principal or assistant principal from the child's current school

D. a current teacher of the referred student

E. a teacher at the grade level or course to which the referred student may be accelerated

The acceleration evaluation committee shall be responsible for conducting a fair and thorough evaluation of the student. The acceleration evaluation committee will consider the student's own thoughts on possible accelerated placement in its deliberations. In the event that career-technical programs are considered for acceleration, a career-technical educator shall be consulted as a part of the evaluation.

Students considered for whole-grade acceleration will be evaluated using an acceleration assessment process approved by the Ohio Department of Education and Workforce ("DEW").

Students considered for individual subject acceleration will be evaluated using a variety of data sources, including measures of achievement based on State academic content standards (in subjects for which the State Board of Education has approved content standards) and consideration of the student's maturity and desire for accelerated placement.

The acceleration evaluation committee shall issue a written decision on the outcome of the evaluation process to the Principal and the student's parent/guardian. This notification shall include instructions for appealing the decision.

Appeals must be made in writing to the Superintendent within thirty (30) calendar days of the parent/guardian receiving the committee's decision. The Superintendent~~ or his/her designee~~ shall review the appeal and notify the parent/guardian of the~~his/her~~ decision within _thirty_____ (_30_) **[ENTER AMOUNT, not to exceed thirty (30)]** calendar days of receiving the appeal. The Superintendent's~~ or his/her designee's~~ decision shall be final.

If the student is recommended for whole-grade or individual subject acceleration, the acceleration evaluation committee will develop a written acceleration plan. The parent/guardian shall be provided with a copy of the plan. The plan shall specify:

A. placement of the student in an accelerated setting;

B. strategies to support a successful transition to the accelerated setting;

C. requirements and procedures for earning high school credit prior to entering high school (if applicable); and

D. an appropriate transition period for accelerated students.

A school staff member will be assigned to oversee implementation of the acceleration plan and to monitor the adjustment of the student to the accelerated setting.

At any time during the transition period, a parent/guardian of the student may request in writing that the student be withdrawn from accelerated placement. In such cases, the Principal shall remove the student from the accelerated placement without repercussions.

At any time during the transition period, a parent/guardian may request in writing an alternative accelerated placement. In such cases, the Principal shall direct the evaluation committee to consider other accelerative options and to issue a decision within _thirty_____ (_30_) **[ENTER AMOUNT, not to exceed thirty (30)]** calendar days of receiving the request. If the student will be placed in a different accelerated setting from that initially recommended, the student's acceleration plan shall be revised accordingly, and a new transition period shall be specified.

At the end of the transition period, the accelerated placement shall become permanent. The student's record shall be modified accordingly, and the acceleration implementation plan shall become part of the student's permanent record to facilitate continuous progress through the curriculum.

Retention:

A student may be retained at the student's~~his/her~~ current grade level when the student~~s/he~~ has:

A. **(x)** in the opinion of the professional staff, failed to demonstrate proficiency in **(x)** mathematics and reading ~~**( )** the core subjects of _____ **[END OF OPTION]**;~~

B. **(x)** in the opinion of the professional staff, failed to achieve the instructional objectives set forth at the current grade level that are requisite for success at the succeeding grade level;

C. **(x)** scored below proficient level on any State-mandated test.

A student may be placed at the next grade level when retention would no longer benefit the student.

The Superintendent shall develop administrative guidelines for promotion, placement, and retention of students that:

A. **(x)** require the recommendation of the relevant staff members for promotion, placement, or retention;

B. **(x)** require that parents are informed in advance of the possibility of retention of a student at a grade level;

C. **(x)** assure that efforts will be made to remediate the student's difficulties before the student~~s/he~~ is retained;

D. ~~( )~~ require that a student be retained if the student~~s/he is truant for ten percent (10%) or more of the required school days and~~ has failed at least two (2) courses of study, unless the Principal and the teachers of the failed subjects determine that the student is academically prepared to be promoted;

E. **(x)** assign to the Principal the **(x)** final **[END OF OPTION]** responsibility for determining the promotion, placement, or retention of each student;

F. **(x)** provide parents the opportunity to request the promotion, placement, or retention of their child;

G. **(x)** provide parents the opportunity to appeal the decision about their child's promotion, placement, or retention.

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Legal A.C. 3301-35-02(B)(5)

R.C. 3313.608, 3313.608(D), 3313.609, 3313.647, 3324.10

Book	Policy Manual
Section	Vol. 44, No. 1 - August 2025
Title	Vol. 44, No. 1 - August 2025 Technical Correction STUDENT FEES, FINES, AND CHARGES
Code	*po6152 JP (completed)
Status	
Adopted	January 8, 2001
Last Revised	May 17, 2021

Technical Correction Policy - Vol. 44, No. 1

6152 - **STUDENT FEES, FINES, AND CHARGES**

The Board of Education will provide the necessary textbooks and/or electronic textbooks required by the course of study free of charge for its students. The Board may charge fees for any additional materials used in the course of instruction. The Board may furnish these additional materials free of charge to students determined to have a serious financial need. Any waiver of fees shall be made pursuant to Policy 6152.01.

The Board will not charge a fee to a student who is eligible for a free lunch under the National School Lunch Act and the Child Nutrition Act of 1966 for any materials needed to enable the student to participate in a course of instruction. However, the Board may nonetheless charge a fee for materials needed for a student to participate in extracurricular activities or student enrichment programs.

(x) or tools, equipment, and materials that are necessary for workforce-readiness career-technical education training program that may be retained by the students after completion of the course. **[END OF OPTION]**

~~**[ ]** School fees shall be paid in advance for each school term at the time of initial registration or initial enrollment. **[END OF OPTION]**~~

Fees

For the purposes of this policy, "school fees" or "fees" means any monetary charge collected by the District from a student or the parent(s) or guardian of a student as a prerequisite for the student's participation in any curricular or extracurricular program of the District.

A. "School fees" include, but are not limited to, the following:

1. **(x)** all charges for required workbooks and instructional materials
2. **(x)** all charges and deposits collected by a school for use of school property (e.g., locks, towels, laboratory equipment)
3. **(x)** charges for field trips made during school hours, or made after school hours if the field trip is a required or customary part of a class or extracurricular activity
4. **(x)** charges or deposits for uniforms or equipment related to varsity and intramural sports, or to fine arts programs
5. **(x)** charges to participate in extracurricular activities
6. **(x)** charges for supplies required for a particular class or for gym uniforms
7. **(x)** graduation fees

8. ~~( ) school records fees~~
9. ~~( ) school health service fees~~
10. ~~( ) driver's education fee assessed pursuant to Ohio Revised Code~~

B. ~~"School fees" do not include:~~

1. ~~( ) library fines and other charges made for the loss, misuse, or destruction of school property;~~
2. ~~( ) charges for the purchase of class rings, yearbooks, pictures, diploma covers, or similar items;~~
3. ~~( ) charges for optional travel undertaken by a school club or group of students outside of school hours;~~
4. ~~( ) charges for admission to school dances, athletic events, or other social events;~~
5. ~~( ) optional community service programs for which fees are charged (e.g., preschool, before- and after-school child care, recreation programs).~~

A charge shall not exceed the combined cost of the material used, freight and/or handling charges, and nominal add-on for loss. Money received from resale of such material shall be returned to the Treasurer with an accurate accounting of all transactions.

Fines

When school property, equipment, or supplies are damaged, lost, or taken by a student, a fine will be assessed. The fine will be reasonable, seeking only to compensate the school for the expense or loss incurred.

The late return of borrowed books or materials from the school libraries will be subject to appropriate fines.

[CHOOSE OPTION 1 OR OPTION 2]

[x] [OPTION 1]

Any fees, fines, and/or other charges collected by members of the staff shall be turned in to the Treasurer within one (1) business day after collection.

[END OF OPTION 1]

~~**[ ] [OPTION 2]**~~

~~Any fees, fines, and/or other charges collected by members of the staff that total more than $1,000.00 or that cannot be safeguarded shall be turned in to the Treasurer within one (1) business day after collection. Any fees, fines, and/or charges collected by members of the staff that total less than $1,000.00 and that can be safeguarded shall be turned in to the Treasurer within three (3) business days after collection. A place such as the building safe or a locked file cabinet **( )** shall be designated in each building **( )** shall be used **[END OF OPTION]** for securing these monies until they are deposited with the Treasurer. At no time shall any staff member place public monies in the staff member's/her own banking accounts or commingle public monies with their own. Except in cases of extenuating circumstances, i.e., the inability to access the secure place in the building, public monies should not be taken to a person's place of residence.~~

~~**[END OF OPTION 2]**~~

[END OF OPTIONS]

In accordance with R.C. 3313.642, failure to pay fees and fines may result in the withholding of grades and credit. In the event the above course of action does not result in the fee being collected, the Board authorizes the Treasurer to take the student and/or the student's~~his/her~~ parents to Small Claims Court for collection. Under no circumstances will the Board withhold the grades, credits, official transcripts, diploma, IEPs, or Section 504 Plans of a student for nonpayment of fees for materials used in the course of instruction, if a complaint has been filed at any time in a juvenile court alleging that the student is an abused, neglected, or dependent child, or if the student has been adjudicated an abused, neglected, or dependent child. Further, the Board will transfer immediately the grades, credits, official transcripts, IEPs, or Section 504 Plans of a student upon the receipt of either another district's or school's request for those records pursuant to R.C.

3313.672, or a juvenile judge's order under R.C. 2151.272. The Superintendent may request a copy of any order regarding a child's custody or placement issued pursuant to a complaint filed under R.C. 2151.27. The Board, however, will not withhold records required to be transferred pursuant to this paragraph pending receipt of a copy of the order.

[x] For convenience to families, the Board of Education may enter into an agreement with one (1) or more credit card/online payment processing vendors to facilitate online payment of fees, fines, and charges. Parents/guardians or students may elect, but are not required to, make payments online. Vendors will comply with all Board policies and procedures related to confidentiality and security of information transmitted electronically. Payees will be notified of any processing or other nominal fees that may be charged for use of an online payment system before the transaction is completed. (See Policy 6109 - Acceptance of Payment by Credit Card)

Annually, the District will report to the Ohio Department of Education and Workforce ("DEW") the number of students for whom it sent transcripts pursuant to R.C. 3313.642(D), and the total amount of unpaid fees lost due to compliance with that provision.

Nothing in this policy restricts the right of access of a parent or student to school records or to receive copies of such records, as required by Federal and State laws.

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Legal	R.C. 2151.272, 3313.642, 3329.06, 9.38
	National School Lunch Act, 60 Stat. 230 (1946), 42 U.S.C. 1751 (as amended)
	Child Nutrition Act of 1966, 80 Stat. 885, 42 U.S.C. 1771

Book	Policy Manual
Section	Vol. 44, No. 1 - August 2025
Title	Vol. 44, No. 1 - August 2025 Rescind ELECTRONIC DATA PROCESSING DISASTER RECOVERY PLAN
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Status	
Adopted	June 1, 2004

Rescind Policy - Vol. 44, No. 1

~~7541 **ELECTRONIC DATA PROCESSING DISASTER RECOVERY PLAN**~~

~~The Board of Education is committed to maintaining and protecting the District's Information System. The Board believes that a complete and accurate Information System which includes educational, student, fiscal and personnel information is vital to the Board's ability to deliver uninterrupted educational service to the community it represents. To that end, the Superintendent, in conjunction with the Treasurer, is directed to develop, test and maintain an *Electronic Data Processing Disaster Recovery Plan* for use in the event a disaster should disable the District's electronic data processing equipment.~~

~~The Plan may include:~~

A. ~~**[ ]** a reciprocal agreement with a neighboring school district or data acquisition site, which outlines the scope of reciprocal services such as access to the computer facility of the alternative, computer time and personnel assistance, and costs;~~

B. ~~**[ ]** adequate equipment insurance;~~

C. ~~**[ ]** a list of the applications that are used by the District;~~

D. ~~**[ ]** procedures used to backup all programs and data on a daily, monthly, quarterly and year-end basis;~~

E. ~~**[ ]** backup storage off-site;~~

F. ~~**[ ]** maintenance agreements for hardware and software (including, but not limited to the operating system);~~

G. ~~**[ ]** a list of vendor contacts to be called for the immediate replacement of disabled equipment or corrupted software;~~

H. ~~**[ ]** as a last resort, the procedure to create payroll checks and budgetary checks, and perform other necessary accounting functions, manually.~~

I. ~~**[ ]** _____ **[OTHER]**.~~

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Book	Policy Manual
Section	Vol. 44, No. 1 - August 2025
Title	Vol. 44, No. 1 - August 2025 Revised SCHOOL SAFETY
Code	*po8400 JP (completed)
Status	
Adopted	March 19, 2018
Last Revised	November 6, 2023

Revised Policy - Vol. 44, No. 1

8400 - **SCHOOL SAFETY**

The Board of Education is committed to maintaining a safe and drug-free environment in all of the District's schools. The Board believes that school crime and violence are multifaceted problems that need to be addressed in a manner that utilizes all available resources in the community through a coordinated effort of School District personnel, law enforcement agencies, and families. The Board further believes that all school employees (including administrators, professional staff, and support staff) and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-related event or are on their way to and from school. The Board also believes that the first step in addressing school crime and violence is to assess the extent and nature of the problem(s) or threat, and then plan and implement strategies that promote school safety and minimize the likelihood of school crime and violence.

Emergency Management Plan ("EMP")

To that end, the Superintendent shall develop and adopt a comprehensive Emergency Management Plan (“EMP”) for each building in the District. The EMP shall be submitted on standard forms developed and made available by the Ohio Department of Public Safety ("ODPS"). In developing the EMP for each building, the Superintendent shall involve community law enforcement and safety officials (including, but not limited to, law enforcement, fire, emergency medical personnel, mental health providers, local health departments, school safety and security contacts, and any local divisions having county-wide emergency management), parents/guardians of students who are assigned to the building, and teachers and nonteaching employees assigned to the building (hereinafter, collectively referred to as "stakeholders"). Each EMP shall contain the name, title (if applicable), contact information, and signature of each stakeholder (i.e., person involved in the development of the EMP); the signature shall affirm the stakeholder was offered the opportunity to provide feedback (it does not mean or require that the stakeholder approve the EMP).

In developing the EMP, the Superintendent shall examine the environmental conditions and operations of each building to determine potential hazards to student and staff safety. The Superintendent shall further propose operating changes to promote the prevention of potentially dangerous problems and circumstances. The Superintendent shall incorporate remediation strategies into the EMP for any building where documented safety problems have occurred.

The EMP for each school building shall include a protocol that addresses student use of cellular telephones during an active threat or emergency.

Each EMP will consist of six (6) parts:

A. The emergency operations plan shall consist of a single document to address all hazards that may negatively impact the school including, but not limited to, active shooter, hostage, bomb threat, act of terrorism, infectious diseases or pandemic, severe weather, bullying, threats of violence or threats to life, and any other natural, technological, or human-caused events that the Superintendent knew or should have reasonably known about that compromise the health or safety of students, employees, administrators, or property. The document will include:

    1. a hazard identification and risk analysis (i.e., a process to identify hazards and assess the vulnerability associated with each);

2. an all-hazards emergency operations plan organized around five (5) mission areas: prevention, protection, mitigation, response, and recovery;

   The plan shall be consistent with the National Incident Management System ("NIMS") principles.

3. the access and functional needs of the students, teachers, and staff;

4. education for students, staff, and administrators to avoid, deter, or stop an imminent crime or safety issue, threatened or actual;

5. procedures for notifying law enforcement, fire, EMS, emergency management, mental health providers, public health officials, and other outside experts who could assist in responding to and recovering from an emergency;

6. a threat assessment plan developed as prescribed by Ohio Revised Code Section 5502.263, including a protocol for school threat assessment teams established pursuant to Ohio Revised Code Section 3313.669; **[DRAFTING NOTE: A building may use the model policy and protocol developed by the Department of Public Safety.]**

   The plan shall be updated and revised at least every three (3) years from the previous date of compliance to reflect lessons learned and best practices to continually improve the plan. The areas of improvement identified in the emergency management test and actual emergencies at the school buildings will be a source for lessons learned.

7. ~~**( )** the use of temporary door-locking devices as permitted by and in accordance with law **( )** (i.e., they must be approved by the Principal and noted on the certificate of occupance for the school building, which is subject to the criteria set forth in O.A.C. 4501:5-1-01(B)(1)(d)) **[END OF OPTION]**.law.~~

B. A floor plan unique to each floor of the building.

C. A site plan that includes all building property and surrounding property.

D. An emergency contact information sheet.

E. Stakeholder signatures.

F. Proof of completion of an approved threat assessment training program for each member of the building's threat assessment team.

The Superintendent shall submit an electronic copy of each building's EMP to the Director of Public Safety not less than once every three (3) years, whenever a major modification to the building requires changes to the procedures outlined in the EMP, and whenever the information on the emergency contact information sheet changes. The Superintendent shall also file a copy of the current, updated EMP with the following:

A. each law enforcement agency that has jurisdiction over the school building; and

B. upon request, the local fire department, emergency medical service organization, and county emergency management agency serving the area in which the building is located.

The Superintendent will also file copies of updated EMPs with the Director of Public Safety and the above agencies within ten (10) calendar days after adoption of the revised EMPs.

The District's EMPs are security records and not public records. The Superintendent shall keep a copy of the District's EMPs in a secure location.

The Superintendent shall annually review the District's previously developed and adopted EMPs and certify that the plan, emergency contact information sheet, floor plan, and site plan are current and accurate. The certification shall be completed through the School Safety Plan Portal between January 1 and July 1 of each year.

The Superintendent shall prepare and conduct at least one (1) emergency management test each year during the three (3) year annual review cycle, in accordance with rules adopted pursuant to Ohio Revised Code Section 5502.262(F). The Emergency Management tests must meet the following requirements: (1) be a scheduled event at least two (2) of the years; one (1) actual emergency may be used during the three (3) year plan cycle if an after-action report is produced with the involvement of stakeholders (i.e., at least one (1) representative from law enforcement, fire, EMA, EMS, and a mental

health provider and public health official); (2) the type of test shall be a tabletop, functional or full-scale, as defined in O.A.C. 4501:5-1, and each type shall be used once every three (3) years; and (3) the test must include at least one (1) hazard from the hazard analysis identified in the emergency operations plan and at least one (1) functional content area. The test should include at least one (1) representative from law enforcement, fire, EMA, EMS, and a mental health provider, and a public health official.

[SELECT OPTION #1 OR OPTION #2]

~~**[ ] [OPTION #1]**~~

~~Students will not participate in the emergency management test.~~

~~**[END OF OPTION #1]**~~

[x] [OPTION #2]

Students may participate in the emergency management test at the discretion of the Principal. In deciding whether, and to what extent, to involve students in an emergency management test, the Superintendent and Principal should consider what benefit student inclusion in the emergency management test may have on the student population's preparation for an emergency and to enhance the safety of students in the building. The Principal should also consider age-appropriate participation, guidance, trauma-informed best practice, and training in preparation for students' participation in the test.

[END OF OPTION #2]

[END OF OPTIONS]

[DRAFTING NOTE: If OPTION #2 is selected, it is strongly advised that the District select the following optional language, which is only listed as an option because O.A.C 4501:5-1 does not make it mandatory – however, it does state schools should obtain parental consent if students are going to participate in the emergency management test.]

~~**[ ]** Parental consent is required prior to student participation in the emergency management test. **[END OF OPTION]**~~

The Superintendent shall submit an after-action report to the Department of Public Safety no later than thirty (30) days after the emergency management test documenting the following: 1) date/time/weather/length of exercise; 2) the type of discussion/operations based exercise; 3) the scenario utilized; 4) the hazard(s) utilized (including providing safety data sheets, as appropriate); 5) the functional content area(s) utilized; and 6) identification of at least three (3) strengths and at least three (3) improvement areas of the EMP discovered as a result of the emergency management test. The after-action report shall be submitted on standardized forms developed and made available by the Department of Public Safety.

The Superintendent shall grant access to each school building in the District to law enforcement personnel and any local fire department, emergency medical service organization, and/or county emergency management agency that has requested a copy of the EMP, to enable such personnel and entities to conduct training sessions for responding to threats and emergency events affecting the school building. Such access shall be provided outside of student instructional hours, and the Superintendent shall be present in the building during the training sessions.

Prior to the opening day of each school year, the Superintendent shall inform each enrolled student and the student's parent/legal guardian of the procedures to be used to notify parents in the event of an emergency or a serious threat to safety. Any student that enrolls in the school after the annual notification, along with their parent/legal guardian, shall be provided with the requisite notification upon enrollment.~~enrolled in the school after the annual notification, and their parent/legal guardian, shall be notified upon enrollment.~~ Also, see Policy 8420 - Emergency Situations at Schools.

The District shall include the 988 Suicide and Crisis Lifeline telephone number on all of the following (if provided or used by the school):

A. Student identification cards;

B. Planners issued to students; and

C. Any electronic portal administered by the District or school that may be accessed by students.

Threat Assessment

Behavioral threat assessment is a fact-based, systematic process designed to identify, assess, and manage potentially dangerous or violent situations. The threat assessment process shall be embedded within a comprehensive, multitiered system of supports ("MTSS") that involves interdisciplinary, collaborative partnerships focusing on prevention. The District will use a behavioral threat assessment model, including threat assessment teams, to address in a proactive manner the prevention of targeted violence by identifying areas of concern, gathering information, assessing the likelihood of violence, initiating appropriate interventions and violence mitigation strategies, and provide ongoing evaluation to increase positive outcomes for individuals and enhance overall school safety. The aim of the process is to emphasize the provision of interventions and supports, and not just punishment. Ultimately, the primary purpose of a threat assessment is to address concerning behavior (including prohibited behaviors), respond to concerning communications, and minimize the risk of targeted violence at school.

As dictated by the Safety and Violence Education Students ("SAVE Students") Act, the District will use a multidisciplinary decision-making process to conduct threat assessments and develop and implement interventions for students whose behavior indicates they may pose a risk of harm to the school community and/or themselves (see Policy 5350 - Student Health, Well-Being, and Suicide Prevention). Specifically, the Board directs the Superintendent to create a threat assessment team for each school building in the District serving grades six (6) through twelve (12). Each team shall be multidisciplinary, when possible; the Principal will ordinarily serve as the team's leader and the team may include school administrators, mental health professionals (e.g., school psychologists, school counselors, social workers), school resource officers (where appropriate), and other relevant personnel (e.g., instructional staff). Each member of a threat assessment team is required to complete an approved threat assessment training program upon appointment and once every three (3) years thereafter. As noted above, the District shall include proof of completion of the approved training by each team member in the EMPs and annual certifications submitted to the Director of Public Safety. Per State law, threat assessment team members are not liable for damages in a civil action for injury, death, or loss to person or property allegedly arising from a team member's execution of duties related to school safety unless the team member's act or omission constitutes willful or wanton misconduct.

The Ohio School Safety Center ("OSSC"), which is part of the Ohio Department of Public Safety, has developed the Ohio School Behavioral Threat Assessment Model Policy and Protocol: A Guide for School Personnel and Law Enforcement. This protocol, or an alternative evidence-based behavioral threat assessment model, shall serve as the foundation of the District's efforts to identify students of concern so that their behaviors can be mitigated to the point that they no longer pose a threat.

The following individuals may be subject to a behavioral threat assessment:

A. Students: current, former, and prospective

B. Employees: current, former, and prospective

C. Parents/guardians of students/non-custodial parents or relatives

D. Persons who are (or have been) in a relationship with faculty, staff, or students

E. Contractors, vendors, or other visitors

F. Unaffiliated persons

Research shows that individuals who plan to commit violent acts against schools often share their plans with someone. Consequently, the District **[DRAFTING NOTE: Select one (1) of the following options]**

(x) has registered with the SaferOH tip line operated by the Department of Public Safety to facilitate the receipt of anonymous reports of concerning behavior and/or communications. **[END OF OPTION]**

~~**[OR]**~~

~~**( )** has entered into an agreement with an anonymous reporting program that meets the following requirements:~~

A. ~~operates twenty-four (24) hours per day, seven (7) days per week;~~

B. ~~forwards reported information to and coordinates with the appropriate school threat assessment teams and law enforcement and public safety agencies as required under the District's EMPs;~~

C. ~~will be promoted in each District school to inform students about the reporting program and its reporting methods; and~~

D. ~~complies with Ohio Revised Code Sections 149.433 and 3319.321 and the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g.~~

[END OF OPTION] **[DRAFTING NOTE: If the District enters into an agreement with an anonymous reporting program provider, it must specify in the agreement that the provider must annually submit a report to the Department of Public Safety and the Department of Education and Workforce identifying the number of anonymous reports made through the reporting program and the method by which they were received, disaggregated by school.]**

[END OF OPTIONS]

The Superintendent shall comply with all reporting requirements set forth in R.C. 3313.669 related to the District's **(x)** participation in the SaferOH tip line **( )** ~~use of an anonymous reporting program~~ **[END OF OPTIONS]**.

[ ] ~~The Board authorizes the Superintendent to determine whether to designate a student-led violence prevention club for each school building in the District serving grades six (6) through twelve (12). If a student-led violence club is established in a building, it shall (1) be open to all members of the student body; (2) have at least one (1) identified adult advisor; (3) implement and sustain suicide and violence prevention and social inclusion training and awareness activities in a manner consistent with R.C. 3301.221; and (4) foster opportunities for student leadership development.~~ **[END OF OPTION]**

The threat assessment process is centered upon an analysis of the facts and evidence of behavior in a given situation. The appraisal of risk in a threat assessment focuses on actions, communications, and specific circumstances that might suggest that an individual intends to cause physical harm and is engaged in planning or preparing for that event.

The Team will meet when the Principal learns a student has made a threat of violence or engages in concerning communications or behaviors that suggest the likelihood of a threatening situation.

The Team is empowered to gather information, evaluate facts, and make a determination as to whether a given student poses a threat of self-harm or violence to others. If an inquiry indicates that there is a risk of self-harm or violence in a specific situation, the Team may collaborate with others to develop and implement a written plan to manage or reduce the threat.

The Board authorizes the Superintendent to create guidelines for the purpose of:

A. identifying team participants by position and role;

B. requiring team participants to undergo appropriate training;

C. defining the nature and extent of behavior or communication that would trigger a threat assessment and/or action pursuant to a threat assessment, including the threshold for law enforcement;

D. establishing assessment procedures that include practices for maintaining documentation, identifying sources of information, reviewing records, and conducting interviews;

E. stating when and how parents/guardians of the student making the threat shall be notified and involved;

F. designating the individuals (by position) who are responsible for gathering and investigating information;

G. identifying the steps and procedures to be followed from initiation to conclusion of the threat assessment inquiry or investigation;

H. identifying risk management options (e.g., interventions and supports, and the imposition of disciplinary consequences, as appropriate) to enact once an assessment is complete, including creating an individualized management plan to mitigate identified risks;

I. creating and promoting a safe school climate built on a culture of safety, respect, trust, and emotional support, and one that encourages communication and empowers students to share their concerns;

J. providing training for all stakeholders, including school personnel, students, parents, and law enforcement (as applicable).

Board employees, volunteers, and other school community members, including students and parents, shall immediately report to the Superintendent or Principal any expression of intent to harm another person or other statements or behaviors that suggest a student may intend to commit an act of violence.

Nothing in this policy overrides or replaces an individual's responsibility to contact 911 in an emergency.

Regardless of threat assessment activities or protocols, disciplinary action and referral to law enforcement shall occur as required by State law and Board policy.

Threat assessment team members shall maintain student confidentiality at all times as required by Board Policy 8330 - Student Records, and State and Federal law.

Safe and Drug-Free Schools

As a part of the EMP, the Board shall verify that it has procedures in place for keeping schools safe and drug-free that include (see also, Form 8330 F15 entitled Checklist of Policies and Guidelines Addressing Safe and Drug-Free Schools):

A. appropriate and effective school discipline policies that prohibit disorderly conduct, the illegal possession of weapons, and the illegal use, possession, distribution, and sale of tobacco, alcohol, and other drugs by students;

B. security procedures at school and while students are on the way to and from school;

C. prevention activities that are designed to maintain safe, disciplined, and drug-free environments;

D. a code of conduct or policy for all students that clearly states the responsibilities of students, teachers, and administrators in maintaining a classroom environment that:

1. allows a teacher to communicate effectively to all students in the class;

2. allows all students in the class the opportunity to learn;

3. has consequences that are fair and developmentally appropriate;

4. considers the student and the circumstances of the situation; and

5. is enforced accordingly.

Persistently Dangerous Schools

The Board recognizes that State and Federal law require that the District report annually incidents which meet the statutory definition of violent criminal offenses that occur in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. It is further understood that the State Department of Education and Workforce will then use this data to determine whether or not a school is considered persistently dangerous as defined by State policy.

Pursuant to the Board's stated intent to provide a safe school environment, the school administrators are expected to respond appropriately to any and all violations of the Student Code of Conduct, especially those of a serious, violent nature. In any year where the number of reportable incidents of violent criminal offenses in any school exceed the threshold number established in State policy, the Superintendent shall **[CHOOSE ONE (1) OF THE FOLLOWING OPTIONS]**

~~**( )** discuss this at the annual meeting for the purpose of reviewing the EMP so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year. **[END OF OPTION]**~~

(x) convene a meeting of the building administrator, representative(s) of the local law enforcement **( )** ~~agency~~ **(x)** agencies **[END OF INTERNAL OPTIONS]**, and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year. **[END OF OPTION]**

[END OF OPTIONS]

The Superintendent shall make a report to the Board about this plan of corrective action and shall recommend approval and adoption of it.

In the unexpected event that the number of reportable incidents in three (3) consecutive school years exceeds the statutory threshold and the school is identified as persistently dangerous, students attending the school shall have the choice option as provided in Policy 5113.02 and AG 5113.02.

In addition, the Superintendent shall **[CHOOSE ONE (1) OF THE FOLLOWING OPTIONS]**

~~( ) discuss the school's designation as a persistently dangerous school at the annual meeting for the purpose of reviewing the EMP so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year.~~ **[END OF OPTION]**

(x) convene a meeting of the building administrator, representative(s) of the local law enforcement ~~( ) agency~~ **(x)** agencies **[END OF INTERNAL OPTIONS]**, and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year. **[END OF OPTION]**

[END OF OPTIONS]

~~**[ ]** If a school in a neighboring district is identified as persistently dangerous and there is not another school in that district, the District will admit students from that school in accordance with Board Policy 5113.02.~~ **[END OF OPTION]**

Victims of Violent Crime

The Board further recognizes that, despite the diligent efforts of school administrators and staff to provide a safe school environment, an individual student may be a victim of a violent crime in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. In accordance with Federal and State law, the parents of the eligible student shall have the choice options provided by Policy 5113.02 and AG 5113.02.

A.C. 4501:5-1-01
R.C. 9.65, 149.433
R.C. 3313.669, 3313.6610, 3313.6611, 5502.262, 5502.263
20 U.S.C. 6301 et seq.
Ohio Department of Public Safety - Model Threat Assessment Plan
Public Law 107-110
Title IX, Section 9532 of the Elementary and Secondary Education Act, as amended
Ohio Department of Public Safety – Ohio School Behavioral Threat Assessment Model Plan: A Guide for School Personnel and Law Enforcement Officers

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Legal

A.C. 4501:5-1-01

R.C. 9.65, 149.433

R.C. 3313.669, 3313.6610, 3313.6611, 5502.262, 5502.263

20 U.S.C. 6301 et seq.

Ohio Department of Public Safety - Model Threat Assessment Plan

Public Law 107-110

Title IX, Section 9532 of the Elementary and Secondary Education Act, as amended

Ohio Department of Public Safety Ohio School Behavioral Threat Assessment Model Plan: A Guide for School Personnel and Law Enforcement Officers

Book	Policy Manual
Section	Vol. 44, No. 1 - August 2025
Title	Vol. 44, No. 1 - August 2025 Revised STUDENT ABUSE AND NEGLECT
Code	*po8462 JP (completed)
Status	
Adopted	January 8, 2001
Last Revised	November 6, 2023

Revised Policy - Vol. 44, No. 1

8462 - **STUDENT ABUSE AND NEGLECT**

The Board of Education is concerned with the physical and mental well-being of the students of this District and will cooperate in the identification and reporting of cases of child abuse or neglect in accordance with law.

Every Board official and employee who, in connection with their position, knows or suspects child abuse or neglect must immediately report that knowledge or suspicion to a public children's services or local law enforcement agency. Such reporting is required in every case that reasonably indicates that a child under the age of eighteen (18) or a physically or mentally disabled child under the age of twenty-one (21) has been abused (physically or mentally) or neglected or faces the threat of being abused or neglected.

~~**[ ]** The Board official and employee making the report shall also notify the appropriate administrator according to the District's Reporting Procedure for Student Abuse or Neglect **( )** and shall secure prompt medical attention to any such injuries reported **[END OF OPTION]. [END OF OPTIONAL SENTENCE]**~~

Each Principal should be mindful of the possibility of physical or mental abuse being inflicted on a student by an employee. Any such instances, whether real or alleged, should be dealt with in accordance with the administrative guidelines established by the Superintendent. Board officials and employees must report suspected abuse to a public children's services or local law enforcement agency, even when the suspected abuser is another official or employee.

The identity of the reporting person shall be confidential, subject only to disclosure by consent or court order. Information concerning alleged child abuse of a student is confidential information and is not to be shared with any unauthorized person. A staff member who violates this policy may be subject to disciplinary action and/or civil and/or criminal penalties.

In accordance with law, the Board will provide appropriate instruction on personal safety and assault prevention to all students in grades K-6, and also will provide developmentally appropriate instruction in child sexual abuse prevention to all students in grades K-6 ~~**( )** annually~~ **[END OF OPTION]**. Instruction for students in grades seven (7) through twelve (12) will include developmentally appropriate instruction in sexual violence prevention education. The parents/guardians of students who receive instruction related to dating violence prevention and sexual violence prevention will be notified that it is required curriculum, that they may examine the instructional materials upon request, and that a student may be excused from the instruction at the parent's/guardian's written request.

In addition, the Superintendent shall provide a program of in-service education for all nurses, teachers, counselors, school psychologists, mental health providers, and administrators who work in the District's elementary, middle, and high schools and any other personnel that the Board determines appropriate. The in-service education program will include school safety; violence prevention, including human trafficking content; youth suicide awareness and prevention; prevention of child abuse, child sexual abuse, substance abuse; promotion of positive youth development; and a review of Policy 5517.01 - Bullying and Other Forms of Aggressive Behavior. ~~The program shall include training on child sexual abuse prevention. presented by law enforcement officers or prosecutors who have experience in handling cases involving child sexual abuse or child sexual violence.~~

The Board shall adopt or develop curriculum in consultation with public or private agencies or persons involved with youth suicide awareness and prevention and child sexual abuse prevention or child sexual violence prevention.~~The Board shall adopt or adapt an evidence-based awareness and prevention curriculum developed in consultation with public or private~~

~~agencies or persons involved in child sexual abuse prevention or child sexual violence prevention.approved by the Ohio Department of Education (ODE), or alternatively will utilize a suicide awareness and prevention curriculum that has been developed in consultation with public or private agencies/persons involved in youth suicide awareness and prevention and that has been approved by the ODE.~~

The in-service education provided to middle and high school employees shall include training in the prevention of dating violence.

All newly-employed mental health providers, nurses, teachers, counselors, school psychologists, and administrators who work in the District's elementary, middle, and high schools shall complete at least four (4) hours of in-service training within two (2) years of the date of employment.

Additional training must occur every two (2) years thereafter for suicide awareness and prevention, and every five (5) years thereafter for school safety, violence prevention, prevention of child abuse, prevention of substance abuse, and promotion of positive youth development.

The District shall be registered with the SaferOH tip line operated by the Department of Public Safety or shall enter into an agreement with an anonymous reporting program selected by the Board that meets the requirements set forth in law (R.C. 3313.6610).

The District shall submit data to the Ohio Department of Education and Workforce ("DEW") ~~("ODE")~~, in a manner prescribed by the Department, and to the Department of Public Safety at the end of the first full school year of the District's participation in the anonymous reporting program, and at the end of each school year thereafter, disaggregated by the school.

The data shall be considered records and are not public records under R.C. 149.433.

The Superintendent will promote and inform students about the selected program and its reporting methods.

A law enforcement officer or children's services agency investigating child abuse or neglect may interview a student on school grounds only in accordance with Board Policy 5540.

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Legal	R.C. 149.433, 2151.421, 3313.60, 3313.6610, 3319.073, 3319.321
	20 U.S.C. 1232g

EXHIBIT

G

AGREEMENT FOR PROVISION OF SPECIAL EDUCATION AND CERTAIN RELATED SERVICES

This Agreement is entered into by and between Bellefaire Jewish Children's Bureau ("Bellefaire"), a not-for-profit corporation organized and existing under the laws of the State of Ohio and having its principal place of business in Shaker Heights, Ohio, and operating an educational institution known as Monarch School, and the Board of Education of Delaware City Schools, Ohio ("Board").

WHEREAS, Monarch School partners with the Bellefaire Psychiatric Residential Treatment Facility (PRTF) to provide special education and related services as defined in the IDEA 2004 and its accompanying regulations to special education students placed in the Bellefaire PRTF; and

WHEREAS, the Board agrees to enter into an Agreement with Monarch School for the provision of special education and related services for Student A [redacted] a qualified student who resides in the Board's school district ("Student"); and

WHEREAS, Monarch School will provide the special education services documented in Student's Individualized Education Program ("IEP") while the Student is placed in the Bellefaire PRTF, upon the terms and conditions set forth below.

NOW, THEREFORE, it is mutually agreed as follows:

1. The Board is responsible for compliance with applicable state and federal law regarding the provision of special education and related services to its Students. Monarch School is a non-public educational institution that complies with applicable Ohio law. The special education services provided by Monarch School meet the standards for special education services established by the Ohio Department of Education. Ohio Revised Code Section 3323.08(B)(3), authorizes the Board to contract with Monarch School for the provision of special education services to Students.

2. Monarch School hereby agrees to provide small ratio and individualized academic programming; guardian and school district contact and consultation, including regular evaluative reports of Student's progress; and participation in Student's IEP Team. Should a conflict between the IEP and this Agreement exist, the IEP shall supersede this Agreement.

3. The Board shall pay tuition to Monarch School in the amount of $544.59 for each school day during the student's placement in the Bellefaire PRTF. Tuition pays for the special education services provided to Student during the regularly scheduled school year as defined in Ohio Revised Code Section 3313.48. Should related services not identified in Paragraph Two above be identified in the Student's current IEP, Monarch School shall work with the Board to ensure they are provided. Monarch school shall separately invoice and the Board shall pay Monarch School for any additional

related services not identified in Paragraph Two above that Monarch School provides in compliance with Student's current IEP. Tuition will be billed monthly based on the number of school days indicated in the school calendar.

4. It is mutually understood, acknowledged and agreed by and between the Parties that any and all terms, conditions and/or provisions contained herein are severable and that, in the event any of them shall be held to be invalid by any court or other dispute resolution forum of competent jurisdiction, this Agreement shall be interpreted as if such invalid term, condition and/or provision were not contained herein.

5. This Agreement shall be governed in all respects, whether as to validity, construction, capacity, performance and/or otherwise, by the laws of the State of Ohio without regard to conflict of law principles. This Agreement will in all events be construed as a whole, according to its fair meaning, and not strictly for or against a Party merely because that Party drafted the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date(s) indicated.

Board of Education of the City of Delaware

By: _____ Date: _____

(Board President/Treasurer Signature)

_____

(Print Name and Title)

Bellefaire Jewish Children's Bureau

By: _____ Date: 12/22/2025

Carl R. Brass, Executive Director

EXHIBIT

H

ALTERNATIVE TAX BUDGET INFORMATION

Name of School District_____ **Delaware City School District**

For the Fiscal Year Commencing July 1, _2026_____

Fiscal Officer Signature_____Date_____

COUNTY OF _Delaware_____

Background

Substitute House Bill No. 129 (HB129) effective June 3, 2002, was enacted by the 124th General Assembly in part to allow a county budget commission to waive the requirement that a taxing authority adopt a tax budget for a political subdivision or other taxing unit, pursuant to Ohio Revised Code (ORC) Section 5705.281.

Under the law in effect prior to June 3, 2002, the budget commission could only waive the tax budget for a subdivision or other taxing unit that was receiving a share of the county undivided local government fund or the county undivided local government revenue assistance fund under an alternative method or formula pursuant to ORC Sections 5747.53 and 5747.63. Thus, tax budgets could be waived only for counties, municipalities, townships, and park districts. This restriction is now removed.

Ohio Revised Code Section 5705.281

Under the amended version of this section pursuant to HB 129, a county budget commission, by an affirmative vote of a majority of the commission, including an affirmative vote by the county auditor, may waive the tax budget for any subdivision or other taxing unit. However, the commission may require the taxing authority to provide any information needed by the commission to perform its duties, including the division of the tax rates as provided under ORC Section 5705.04.

County Budget Commission Duties

The county budget commission must still certify tax rates to each subdivision or other taxing unit, by March 1 for school districts and by September 1 for all other taxing authorities under ORC Section 5705.35, even when a tax budget is waived. Also, the commission is still required to issue an official certificate of estimated resources under ORC Section 5705.35 and amended official certificates of estimated resources under ORC Section 5705.36.

Therefore, when a budget commission is setting tax rates based on a taxing unit's need, for purposes of ORC Sections 5705.32, 5705.34, and 5705.341, its determination must be based on that other information the commission asked the taxing authority to provide under ORC Section 5705.281, when the tax budget was waived. Also, an official certificate must be based on that other information the commission asked the taxing authority to provide.

Alternative Tax Budget Information Filing Deadline

The fiscal officer for each school district must file one copy of this document with the County Auditor on or before *3/1/2026*. [Note: The traditional deadline for submission of the tax budget has been January 20. There is the potential for flexibility on this date as a result of HB 129 depending on the needs of the Budget Commission, but in order for them to be on track with the certificate of available resources, the date may need to be very close to January 20].

GUIDELINES FOR COMPLETING THE

ALTERNATIVE TAX BUDGET INFORMATION*

SCHEDULE 1

The general purpose of schedule 1 is to meet the requirement of Ohio Revised Code (ORC) Section 5705.04 which requires the taxing authority of each subdivision to divide the taxes levied into seperate levies. For help use the schedule B issued by the budget commission for the current year and add any new levies. This will help to ensure that no levies are missed.

In column 1 list only those individual funds which are requesting general property tax revenue. In column 2 purpose refers to the following terms, inside, current expenses, and special levy for example. In column 4 levy type refers to renewal, additional, and replacement for example. In column 9 identify the

SCHEDULE 2

The general purpose of schedule 2 is to demonstrate the need to produce property tax revenues to cover the estimated expenditures for the budget year. ORC Section 5705.341 states in part;
"Nothing in this section or any section of the ORC shall permit or require the levying of any rate of taxation, whether within the 10 mill limitation or whether the levy has been approved by the electors, the political subdivision or the charter of a municipal corporation in excess of such 10 mill limitation, unless such rate of taxation for the ensuing fiscal year is clearly required by a budget properly and lawfully, adopted under this chapter or by other information required per ORC 5705.281."

Property tax revenue includes real estate taxes, personal property taxes, homestead and rollback, and the personal property 10,000 exempt monies.

SCHEDULE 3

The general purpose of schedule 3 is to produce an Official Certificate of Estimated Resources for funds that do not receive property tax revenue.

In column 3, total estimated receipts should include all revenues plus transfers in.

SCHEDULE 4

The general purpose of schedule 4 is to provide for the proper amount of millage to cover debt service requirements on voted bond issues. Major capital improvement projects are sometimes financed through the use of voted bonds. The taxing authority seeks voter approval of general obligation bonds and of the levy of property taxes outside the indirect debt limitation in whatever amount is necessary to pay debt

In column 6 you must take into consideration any carry over plus or minus cash balance estimated for the current year. This can happen because there are no sure things concerning tax payments and the valuation of personal property taxpayers.

SCHEDULE 5

The general purpose of schedule 5 is to properly account for tax anticipation notes. See schedule 5 for more details.

*** Please reproduce all pages as necessary.**

DIVISION OF TAXES LEVIED

(Levies Inside & Outside 10 Mill Limitation, Inclusive Of Debt Levies)
(List All Levies Of The Taxing Authority)

Funds (General, Permanent Im., Library, Other)

SCHEDULE 1

I	II	III	IV	V	VI	VII	VIII
Fund	Purpose	Authorized By Voters On MM/DD/YY	Levy Type	Number Of Years Levy To Run	Tax Year Begins/ Ends	Collection Year Begins/ Ends	Maximum Rate Authorized
General Fund	Operating	N/A	Inside	Continuing	N/A	N/A	4.40
General Fund	Current Exp	1976-1991	Outside	Continuing	1976	N/A	42.10
GF - Substitute ($9,412,316)	Current Exp	2010	Outside	Continuing	N/A	N/A	7.17
GF - Substitute ($6,000,000)	Current Exp	2016	Outside	Continuing	N/A	N/A	4.69
GF - Emergency ($6,200,000)	Current Exp	2017	Outside	Continuing	N/A	N/A	4.25
Bond ($19,750,000)	Debt Retirement	1998	Outside	27	1998/2024	1999/2025	0.00
Bond ($50,000,000)	Debt Retirement	2013	Outside	37	2013/2049	2014/2050	2.12
Bond ($36,530,000)	Debt Retirement	2019	Outside	37	2019/2055	2020/2056	0.58
Permanent Improvement	PI	2025	Outside	Continuing	2025/N/A	2026/N/A	2.85
Permanent Improvement	PI	2014	Outside	Continuing	N/A	N/A	3.00
Totals							71.16

STATEMENT OF FUND ACTIVITY

(Complete only for General Fund , Bond Retirement Fund any other funds requesting general property tax revenue)

SCHEDULE 2

FUND: General Fund (001)

I	II	III	IV	V	VI
DESCRIPTION	Prior Fiscal Year 2025 ACTUAL	Current FY 2026 ACTUAL	Budgeted FY July 1-Dec.30 2026 ESTIMATE	Budgeted FY Jan. 1-June 30 2027 ESTIMATE	Next FY July 1-Dec.30 2027 ESTIMATE
Beginning Unencumbered Fund Balance	$32,090,244	$34,754,724	$32,178,571	$29,818,372	$27,458,173
Revenues: Property Taxes	$48,699,961	$49,786,750	$26,051,888	$26,051,888	$27,100,468
Income Tax					
Other Receipts	$35,027,420	$31,633,392	$15,402,410	$15,402,410	$15,541,887
Transfers In					
Total Resources	$83,727,381	$81,420,142	$41,454,298	$41,454,298	$42,642,355
Total Expenditures & Encumbranc	$81,062,901	$83,996,295	$43,814,497	$43,814,497	$45,885,232
Ending Unencumbered Fund Bala	$34,754,724	$32,178,571	$29,818,372	$27,458,173	$24,215,296

FUND: Bond Retirement Fund (002)

I	II	III	IV	V	VI
DESCRIPTION	Prior Fiscal Year 2025 ACTUAL	Current FY 2026 ACTUAL	Budgeted FY July 1-Dec.30 2026 ESTIMATE	Budgeted FY Jan. 1-June 30 2027 ESTIMATE	Next FY July 1-Dec.30 2028 ESTIMATE
Beginning Unencumbered Fund Balance	$4,282,211	$4,587,294	$3,504,303	$1,186,798	$2,111,904
Revenues: Property Taxes	$5,136,885	$4,555,023	$2,100,000	$2,100,000	$3,000,000
Income Tax					
Other Receipts	$21,009,246	$445,389	$235,000	$235,000	$235,000
Transfers In					
Total Resources	$26,146,131	$5,000,412	$2,335,000	$2,335,000	$3,235,000
Total Expenditures & Encumbranc	$25,841,048	$6,083,403	$4,652,505	$1,409,894	$4,754,894
Ending Unencumbered Fund Bala	$4,587,294	$3,504,303	$1,186,798	$2,111,904	$592,010

STATEMENT OF FUND ACTIVITY

(Complete only for General Fund , Bond Retirement Fund any other funds requesting general property tax revenue)

SCHEDULE 2

FUND: Permanent Improvement (003)

I	II	III	IV	V	VI
DESCRIPTION	**Prior Fiscal Yea 2025 ACTUAL**	**Current FY 2026 ACTUAL**	**Budgeted FY July 1-Dec.30 2026 ESTIMATE**	**Budgeted FY Jan. 1-June 30 2027 ESTIMATE**	**Next FY July 1-Dec.30 2027 ESTIMATE**
Beginning Unencumbered Fund Balance	$4,371,895	$5,840,404	$6,078,130	$5,953,130	$6,528,130
Revenues: Property Taxes	$2,144,252	$2,067,356	$1,050,000	$3,250,000	$3,250,000
Income Tax					
Other Receipts	$423,975	$391,512	$175,000	$125,000	$175,000
Transfers In					
Total Resources	$2,568,228	$2,458,868	$1,225,000	$3,375,000	$3,425,000
Total Expenditures & Encumbranc	$1,099,719	$2,221,142	$1,350,000	$2,800,000	$2,800,000
Ending Unencumbered Fund Bala	$5,840,404	$6,078,130	$5,953,130	$6,528,130	$7,153,130

STATEMENT OF FUND ACTIVITY

Funds with Revenue Other Than Local Taxes

SCHEDULE 3

I Fund BY Type	II Beginning Estimated Unencumbered Fund Balance	III Total Estimated Receipts	IV Total Resources Available For Expenditures	V Total Estimated Expenditures & Encumbrances	VI Ending Estimated Unencumbered Balance
Special Revenue Funds (incl expendable trust) (007,018,019,300,401,499,5**)	1,400,000.00	5,400,000.00	6,800,000.00	5,500,000.00	1,300,000.00
Capital Project Building Fund (004, 070)	3,097,000.00	0.00	3,097,000.00	1,000,000.00	2,097,000.00
Expendable Trust Funds (007) (see Spec R	0.00	0.00	0.00	0.00	0.00
Enterprise Funds (006, 020)	2,400,000.00	3,200,000.00	5,600,000.00	3,300,000.00	2,300,000.00
Internal Service Funds (024)	3,800,000.00	12,200,000.00	16,000,000.00	11,500,000.00	4,500,000.00
Private Purpose Trust (008)	74,000.00	1,500.00	75,500.00	1,500.00	74,000.00
Agency Funds (022, 200)	350,000.00	550,000.00	900,000.00	550,000.00	350,000.00
TOTAL	11,121,000.00	21,351,500.00	32,472,500.00	21,851,500.00	10,621,000.00
Note: Additional detail may be required by your County Auditor. Consider reports such as financial summaries, revenue summaries, and expenditure summaries as attachments to the tax budget document. Such reports could be computer generated from your accounting database and will provide individual fund activity (both actual and projected).					

VOTED and UNVOTED DEBT OUTSIDE 10 MILL LIMIT

SCHEDULE 4

I	II	III	IV	V	VI
Purpose Of Notes Or Bonds	Authorized By Voters On MM/DD/YY	Date Of Issue	Final Maturity Date	Principal Amount Outstanding At The Beginning Of The Year	Amount Required To Meet Budget Year Principal & Interest Payments
REFUNDED BONDS - 2015	VOTED	05/28/15	12/01/25	$0.00	$0.00
REFUNDED BONDS - 2019	VOTED	12/12/19	12/01/49	$18,524,816.00	$1,273,281.00
2013 SCHOOL FACILITIES/CONSTRU	05/07/13	08/05/13	12/01/24	$0.00	$0.00
2014 SCHOOL FACILITIES/CONSTRU	05/07/13	11/20/14	12/01/46	$5,430,000.00	$507,633.00
2015 SCHOOL FACILITIES/CONSTRU	05/07/13	05/28/15	12/01/45	$3,035,000.00	$113,813.00
2019 SCHOOL FACILITIES/CONSTRU	05/07/19	09/11/19	12/01/53	$33,320,000.00	$1,442,850.00
REFUNDING BONDS - 2025	VOTED	partial 05/28/13	12/01/37	$18,065,000.00	$2,497,375.00
GF (HB264) ENERGY CONSERV. 2011	UNVOTED	12/28/11	12/01/26	$224,460.00	$227,448.00

TAX ANTICIPATION NOTES

SCHEDULE 5

Tax anticipation notes are issued in anticipation of the collection of the proceeds of a property tax levy. The amount of money required to cover debt service must be deposited into a bond retirement fund, from collections and distribution of the tax levy, in the amounts and at the times required to pay those debt charges as provided in the legislation

The appropriation to the fund which normally receives the tax levy proceeds is limited to the balance available after deducting the amounts to be applied to debt service.

After the issuance of general obligation securities or of securities to which section 133.24 of the ORC applies, the taxing authority of the subdivision shall include in its annual tax budget, and levy a property tax in a sufficient amount, with any other monies available for the purpose, to pay the debt charges on the securities payable from property tax.

	Name Of Tax Anticipation Note Issue	Name Of Tax Anticipation Note Issue
Amount Required To Meet Budget Year Principal & Interest Payments:		
Principal Due	NOT APPLICABLE	
Principal Due Date		
Interest Due		
Interest Due Date		
Interest Due		
Interest Due Date		
Total		
Name Of The Special Debt Service Fund		

Amount Of Debt Service To Be Apportioned To The Following Settlements:		
February Real		
August Real		
June Tangible		
October Tangible		
Total		
Name Of Fund To Be Charged		

EXHIBIT

I

FY2026 AMENDED PERMANENT APPROPRIATION RESOLUTION
CITY, EXEMPTED VILLAGE, JOINT VOCATIONAL OR LOCAL BOARD OF EDUCATION
Rev. Code Sec. 5705.38

The Board of Education of the Delaware City School District, Delaware County, Ohio, met in regular session on the 9th Day of FEBRUARY 2026 at the Willis Education Center with the following members present:

Mrs. Janelle Gasaway
Ms. Melissa Harris
Ms. Abbi Buckerfield
Mr. Michael Wiener
Mr. Ted Backus

_____moved the adoption of the following Resolution:

BE IT RESOLVED by the Board of Education of the Delaware City School District, Delaware County, Ohio, that to provide for the current expenses and other expenditures of said Board of Education, during the fiscal year, ending June 30, 2026 the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made and during said fiscal year, as follows, viz:

Fund	Appropriation
001 - GENERAL FUND	84,496,295
002 - BOND RETIREMENT	6,354,828
003 - PERMANENT IMPROVEMENT	2,500,000
004 - BUILDING FUND	4,019,199
006 - FOOD SERVICE	2,434,975
007 - SPECIAL TRUST	350,000
008 - ENDOWMENTS	1,000
018 - PUBLIC SCHOOL SUPPORT	194,650
019 - OTHER GRANT	-
020 - SPECIAL ENTERPRISE	147,275

022 - DISTRICT AGENCY	18,662
024 - EMPLOYEE BENEFITS SELF-INSURANCE	13,000,000
070 - CAPITAL PROJECTS	496,413
200 - STUDENT MANAGED ACTIVITY	820,105
300 - DISTRICT MANAGED STUDENT ACTIVITY	406,914
401 - AUXILIARY SERVICES	106,142
451 - ONEnet CONNECTIVITY / DATA COMMUNICATION	14,000
499 - MISCELLANEOUS STATE GRANT	897,392
507 - ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF	-
509 - 21ST CENTURY GRANT	113,846
516 - TITLE VI - B IDEA	1,634,342
536 - TITLE I SCHOOL IMPROVEMENT	-
551 - LIMITED ENGLISH PROFICIENCY	32,330
572 - TITLE I	923,107
584 - TITLE IV PART A STUDENT SUPPORTS AND ENRICHMENT	47,698
587 - EARLY CHILDHOOD SPECIAL EDUCATION GRANT	59,104
590 - TITLE II-A TEACHER QUALITY	202,726
599 - MISCELLANEOUS FEDERAL GRANTS	0
TOTAL ALL FUNDS	$119,271,002

Certificate of Available Resources (Fiscal Certificate)
(ORC 5705.412)

Amended Permanent Appropriation Resolution

IT IS HEREBY CERTIFIED that the DELAWARE CITY SCHOOL DISTRICT BOARD OF EDUCATION has sufficient funds to meet the contract, obligation, payment or expenditure for the above, and has in effect for the remainder of the fiscal year and the succeeding fiscal year the authorization to levy taxes which, when combined with the estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide operating revenues necessary to enable the district to maintain all personnel, programs, and services essential to the provision of an adequate program on all days set forth in its adopted school calendars for the current fiscal year and for a number of days in the succeeding fiscal year equal to the number of days instruction was held or is scheduled for the current fiscal year, except that if the above expenditure is for a contract, this certification shall cover the term of the contract or the current fiscal year plus the two immediately succeeding fiscal years, whichever period of years is greater.

DATED: _____

DELAWARE CITY SCHOOL DISTRICT

BY:_____
Treasurer

BY:_____
Superintendent

BY:_____
President

_____ seconded the Resolution and the roll being called upon its adoption, the vote resulted as follows:

Mrs. Gasaway _____, _____ Yea_____

Mrs. Buckerfield _____, _____Yea_____

Mr. Backus _____, _____ Yea_____

Mr. Weiner _____, _____ Yea_____

Ms. Harris _____, _____ Yea_____

CERTIFICATE

Section 5705.39, R.C. – No appropriation measure shall become effective until there is filed with the appropriating authority by the county auditor a certificate that the total appropriations from each fund, taken together with all other outstanding appropriations, do not exceed such official estimate, the county auditor shall give such certificate forthwith upon receiving from the appropriating authority a certified copy of the appropriation measure.

The State of Ohio DELAWARE County.

I, Jill Corwin, Treasurer of the Board of Education of the DELAWARE CITY SCHOOL DISTRICT, in said County, and in whose custody the Files, Journals and Records of said Board are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing Permanent Appropriation Resolution is taken and copied from the original Resolution now in file with said Board, that the foregoing Resolution has been compared by me with the said original and that the same is a true correct copy thereof.

Witness my signature, this 9th day of February, 2026

_____

Treasurer, Board of Education

Delaware City School District

Delaware County, Ohio

EXHIBIT

J

Delaware City Schools

2025 INCREASE COMPLAINTS SHORT INDEX

Delaware County

TAXPAYER NAME AND PROPERTY LOCATION	PARCEL NO.	ID	BOR NO.	SALE PRICE	CURRENT FMV	INCREASE ASKED(FMV)	NEW TAX $
Daniels Hinkley Housing LLC,							
US Highway 42 S., Delaware 43015	12-419-230-01-025-000	80792		2,081,800	882,500	1,199,300	17,975
Daniels Hinkley Housing LLC,							
US Highway 42 S., Delaware 43015	14-419-230-01-031-000	80793		1,324,300	427,000	897,300	13,631
Ohio Postal Holdings, LLC,							
35 S. Liberty St., Delaware 43015	14-519-433-03-009-000	80797		1,763,000	1,168,800	594,200	9,027
S. Washington St., Delaware 43015	14-519-433-03-021-000						
Delaware Glennwood Holdings LLC,							
1550 Sunbury Rd., Delaware 43015	14-519-444-04-004-011	81556		2,000,000	1,398,000	602,000	9,145
4 Glenn Rd., Delaware 43015	14-519-444-04-004-012						
12 Glenn Rd., Delaware 43015	14-519-444-04-004-013						
Lemon Tree Properties LLC,							
24 N. Sandusky Street, Delaware 43015	14-519-431-09-009-000	81558		1,050,300	419,100	631,200	9,589
KDK Real Estate 3, LLC,							
222 E. William St., Delaware 43015	14-519-434-01-007-000	81562		1,225,000	375,400	849,600	12,907
220 E. William St., Delaware 43015	14-519-434-01-008-000						
E. William St., Delaware 43015	14-519-434-01-009-000						
E. William St., Delaware 43015	14-519-434-01-010-000						
E. William St., Delaware 43015	14-519-434-01-011-000						
E. William St., Delaware 43015	14-519-434-01-012-000						
E. William St., Delaware 43015	14-519-434-01-013-000						
Fincon Simpkins LTD,							
3048 Marysville Rd., Delaware 43015	50-519-330-01-003-002	81568		2,335,000	1,011,000	1,324,000	19,844
Daniels Hinkley Housing, LLC,							
US Highway 42 S., Delaware 43015	66-419-230-01-026-000	81704		4,264,510	1,668,100	2,596,410	38,915
US Highway 42 S., Delaware 43015	50-419-230-01-028-000						
TOTALS 8				16,043,910	7,349,900	8,694,010	131,034

EXHIBIT

K

Delaware City Schools
Board of Education

Resolution to file complaint against the valuation of real property for tax year: 2025

WHEREAS, the Board of Education of the Delaware City Schools (hereinafter "Board of Education") has engaged the services of Rich & Gillis Law Group, LLC to monitor the valuation of real property located within the district's boundaries; and:

WHEREAS, R.C.5715.19 requires the Board of Education to adopt a resolution for each complaint it files with the county board of revision seeking a change in the value of real property and to notify the property owner of the intention to adopt the resolution;

BE IT RESOLVED,

SECTION 1. That the Board of Education authorizes filing of a complaint(s) against the valuation of real property pursuant to R.C. 5715.19(A)(1)(d) challenging the determination of the total value or assessment of the parcels listed and described below based upon a recent arm's-length sale/transfer of the property or other evidence that indicates that the total valuation or assessment is incorrect.

Owner

Daniels Hinkley Housing LLC
5940 Whittingham Drive
Dublin, OH 43017

Parcel No. & Street Address

1 12-419-230-01-025-000: US Highway 42 S., Delaware OH 43015

SECTION 2. That it is found and determined that all formal actions of this Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Delaware City Schools
Board of Education

Resolution to file complaint against the valuation of real property for tax year: 2025

WHEREAS, the Board of Education of the Delaware City Schools (hereinafter "Board of Education") has engaged the services of Rich & Gillis Law Group, LLC to monitor the valuation of real property located within the district's boundaries; and:

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Owner

Daniels Hinkley Housing LLC
5940 Whittingham Drive
Dublin, OH 43017

Parcel No. & Street Address

1 14-419-230-01-031-000: US Highway 42 S., Delaware OH 43015

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Delaware City Schools
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Owner

Ohio Postal Holdings, LLC
75 Columbia Ave.
Cedarhurst, NY 11516

Parcel No. & Street Address

1. 14-519-433-03-009-000: 35 S. Liberty St., Delaware OH 43015
2. 14-519-433-03-021-000: S. Washington St., Delaware OH 43015

SECTION 2. That it is found and determined that all formal actions of this Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Delaware City Schools
Board of Education

Resolution to file complaint against the valuation of real property for tax year: 2025

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BE IT RESOLVED,

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Owner

Delaware Glennwood Holdings LLC
1062 Ridge Street
Columbus, OH 43215

Parcel No. & Street Address

1. 14-519-444-04-004-011: 1550 Sunbury Rd., Delaware OH 43015
2. 14-519-444-04-004-012: 4 Glenn Rd., Delaware OH 43015
3. 14-519-444-04-004-013: 12 Glenn Rd., Delaware OH 43015

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Delaware City Schools
Board of Education

Resolution to file complaint against the valuation of real property for tax year: 2025

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Owner

Lemon Tree Properties LLC
422 Oslow Ct.
Delaware, OH 43015

Parcel No. & Street Address

1 14-519-431-09-009-000: 24 N. Sandusky Street, Delaware OH 43015

SECTION 2. That it is found and determined that all formal actions of this Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Delaware City Schools
Board of Education

Resolution to file complaint against the valuation of real property for tax year: 2025

WHEREAS, the Board of Education of the Delaware City Schools (hereinafter "Board of Education") has engaged the services of Rich & Gillis Law Group, LLC to monitor the valuation of real property located within the district's boundaries; and:

WHEREAS, R.C.5715.19 requires the Board of Education to adopt a resolution for each complaint it files with the county board of revision seeking a change in the value of real property and to notify the property owner of the intention to adopt the resolution;

BE IT RESOLVED,

SECTION 1. That the Board of Education authorizes filing of a complaint(s) against the valuation of real property pursuant to R.C. 5715.19(A)(1)(d) challenging the determination of the total value or assessment of the parcels listed and described below based upon a recent arm's-length sale/transfer of the property or other evidence that indicates that the total valuation or assessment is incorrect.

Owner

KDK Real Estate 3, LLC
1238 Cobblefield Street NE
Canton, OH 44721

Parcel No. & Street Address

1 14-519-434-01-007-000: 222 E. William St., Delaware OH 43015
2 14-519-434-01-008-000: 220 E. William St., Delaware OH 43015
3 14-519-434-01-009-000: E. William St., Delaware OH 43015
4 14-519-434-01-010-000: E. William St., Delaware OH 43015
5 14-519-434-01-011-000: E. William St., Delaware OH 43015
6 14-519-434-01-012-000: E. William St., Delaware OH 43015
7 14-519-434-01-013-000: E. William St., Delaware OH 43015

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Delaware City Schools
Board of Education

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Owner

Fincon Simpkins LTD
203 Olentangy Crossing West
Delaware, OH 43015

Parcel No. & Street Address

1 50-519-330-01-003-002: 3048 Marysville Rd., Delaware OH 43015

SECTION 2. That it is found and determined that all formal actions of this Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Delaware City Schools
Board of Education

Resolution to file complaint against the valuation of real property for tax year: 2025

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SECTION 1. That the Board of Education authorizes filing of a complaint(s) against the valuation of real property pursuant to R.C. 5715.19(A)(1)(d) challenging the determination of the total value or assessment of the parcels listed and described below based upon a recent arm's-length sale/transfer of the property or other evidence that indicates that the total valuation or assessment is incorrect.

Owner

Daniels Hinkley Housing, LLC
5940 Whittingham Dr.
Dublin, OH 43017

Parcel No. & Street Address

1. 66-419-230-01-026-000: US Highway 42 S., Delaware OH 43015
2. 50-419-230-01-028-000: US Highway 42 S., Delaware OH 43015

SECTION 2. That it is found and determined that all formal actions of this Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

EXHIBIT

L

DELAWARE CITY SCHOOLS

APPLICATION FOR DISTRICT SPONSORED STUDENT CLUBS AND ACTIVITIES

To meet on school premises all curricular and co-curricular clubs and activities must follow guidelines established in Board Policy 2430 (Companion Policy 5730, Policy 5480, Policy 7510, and Policy 8800). If necessary, attach additional information to this application.

Hayes Film Club	Tom Hering	30
Name of Club or Activity	Person in Charge	Number of Participants

Purpose and Rationale for Club or Activity:

For students to gather together at the Strand Theatre to watch and discuss movies.

Intended Outcome for Students:

Students will develop confidence and friendships through the social interactions and discussions. They will also deepen their understanding of film history and analysis as they learn from the leaders and each other.

Plan of Operation:

We will meet every second Wednesday at the Strand. Meetings will run for about three to three and a half hours to provide time for watching and then discussing. A committee within the group will help to plan the events, in collaboration with Mr. Hering and the Strand management.

Costs (including completed student activity forms from Treasurer):

None - the Strand is providing the space, popcorn, drinks, and pizza.

Building Use		Central Office Use	
✓	Recommended to Assistant Superintendent	✓	Recommended to Superintendent/Board of Education
___	Not Recommended	___	Not Recommended
___	Returned for Additional Information	___	Returned to building principal for more information
SM	1/15/26	MH	2-3-26
Signature Building Principal	Date	Signature Assistant Superintendent	Date

1/04
11/28/23

EXHIBIT

M

DELAWARE CITY SCHOOLS

APPLICATION FOR DISTRICT SPONSORED STUDENT CLUBS AND ACTIVITIES

To meet on school premises all curricular and co-curricular clubs and activities must follow guidelines established in Board Policy 2430 (Companion Policy 5730, Policy 5480, Policy 7510, and Policy 8800). If necessary, attach additional information to this application.

Club Hockey	Eliza Gentkowski	10-20
Name of Club or Activity	Person in Charge	Number of Participants

Purpose and Rationale for Club or Activity:

The Purpose for club hockey is to generate excitement and create community among the middle school and high school students who play hockey. This is leading up to the construction and completetion of the OBJ hockey facility. It will show the community and the OBJ that we are committed to a future varsity team. The purpose of the club is to also build hockey skills and foster a sense of community/team for our students that might currently play on various teams througout central Ohio.

Intended Outcome for Students:

Students will build hockey skills and team strategies in anticipation of a varsity team. They will generate community and a sense of comraderie to unite players from different teams.

Plan of Operation:

Students will travel to the Chiller North or Chiller Dublin rink to participate in stick and puck sessions 3-5 times in the fall and 3-5 times in the spring. There is the possibility of enrolling in an independent summer tournament depending on the interest and availabilty of the students. If we have enough interest it might be more cost effective to rent a sheet of ice or rent an hour at a hockey roller rink as opposed to enrolling individual students in a stick and puck session. These sessions have limited enrollment space and fill up quickly.

Costs (including completed student activity forms from Treasurer):

The cost to the student would be $16 per session. Renting a sheet of ice is $350 per hour. Renting a roller hockey rink is $175 pr hour. Depending on the required insurance, an outside company might need to be consulted. That may be an additional cost. Students will have to provide their own equipment.

Building Use		Central Office Use	
✓	Recommended to Assistant Superintendent	___	Recommended to Superintendent/Board of Education
___	Not Recommended	___	Not Recommended
___	Returned for Additional Information	___	Returned to building principal for more information
Signature Building Principal	1/7/24 Date	Signature Assistant Superintendent	2-3-26 Date

1/04
11/28/23

EXHIBIT

N

Delaware City Schools Board of Education: Governance Commitments

For the purpose of enhancing teamwork among members of the Board and between the Board and the administration, we, the members of the Delaware City Schools Board of Education, publicly commit ourselves—collectively and individually—to the following operating norms and behaviors.

---

1. Students First

We will keep the educational welfare of all students at the center of every discussion, decision, and action. In every policy we adopt and every vote we cast, we will ask, “How does this support the needs and interests of every student?” Our actions will reflect honesty, trust, fairness, and integrity.
(Policy 0123)

---

2. Value Community Voice

We believe that strong schools are built through community partnership. We will listen to, value, and respect diverse voices within our district and encourage ongoing communication among the Board, staff, students, parents/guardians and the community. We will ensure public participation follows our established procedures and that all stakeholders feel heard and valued.
(Policies 0169.1, 0148)

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3. Regular Board of Education Assessments

We will commit to self-reflection and continuous improvement by conducting regular assessments of our performance as a Board. We will seek professional learning and development opportunities to strengthen our governance and leadership.
(Policies 0142.3, 0123)

---

4. Clear Goals, Including Norms

We will establish clear, measurable goals for the district, the Superintendent, Treasurer and ourselves as a governing body. These goals and norms will be reviewed and updated annually to ensure they remain aligned with district priorities and community expectations.
(Policies 0131, 0123)

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5. No Surprises — In or Between Meetings

We will avoid surprises in meetings and respect the need for transparent, informed decision-making. Questions and new information will be shared in advance with the Treasurer, Superintendent or Board President, and we will adhere to procedures for agenda preparation and communication outside of meetings.
(Policies 0166, 0167.1, 0123)

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6. Communication for All — President, Board, and Administration

We will maintain open and transparent communication and dialogue among the Board, the Superintendent, and the Treasurer, ensuring that all members receive the same information and updates in a timely and consistent manner.
(Policies 0148.1, 0148)

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7. All Members Receive All Requested Information

We will ensure that any data or documents requested by one Board member are shared with all members. We will protect confidentiality while maintaining transparency and trust.
(Policies 0122.1, 0149)

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8. Act as One Body — The Board of Education

We will act as a unified body, recognizing that individual members have no authority to act independently on behalf of the Board. We will express our personal opinions openly during discussion, but once the Board has acted, we will respect and support the collective decision.
(Policies 0122.1, 0123)

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9. Social Media, Email, and Communication Expectations

We will communicate thoughtfully, recognizing that our words and actions reflect on the district. We will avoid discussing Board business via email or text, comply with all Sunshine Law requirements, and use social media in accordance with best practices—clarifying when we are speaking as individuals rather than on behalf of the Board.
(Policies 0148, 0167.1, 0167.7)

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10. Chain of Command

We will respect the established chain of command by referring staff or community concerns through the Superintendent. We will support the Superintendent's authority and refrain from involvement in administrative or personnel matters. The Superintendent is the spokesperson for the district. The Board President is the spokesperson for the Board of Education.
(Policies 0148.1, 0132)

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11. Focus on Policy, Planning, and Evaluation

We will focus on setting direction, developing policy, and evaluating outcomes rather than managing operations. We will emphasize planning and policymaking while maintaining oversight through regular evaluation.
(Policies 0131, 0132, 0123)

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12. Agenda Transparency

We will ensure agendas are distributed in advance, accessible digitally, and provide clear detail about discussion topics, including executive sessions when permitted by law. We will follow established procedures for agenda development and modification.
(Policies 0166, 0165)

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13. Weekly Updates from the Superintendent and Treasurer

We will maintain a consistent rhythm of communication with the Superintendent and Treasurer through regular updates to remain informed and aligned. These updates support transparency and help prevent surprises.
(Policies 0148.1, 0166)

EXHIBIT

O

M_. _____ introduced the following resolution and moved its passage:

RESOLUTION NO. ____
SELECTING STEED HAMMOND PAUL, INC. AS THE DESIGN PROFESSIONAL AND AUTHORIZING THE NEGOTIATION OF AN AGREEMENT FOR THE CAPITAL IMPROVEMENTS PROJECT

The Superintendent recommends the Board select Steed Hammond Paul, Inc. ("SHP") as the most qualified firm to serve as the design professional for the Capital Improvements Project (the "Project"), and requests authority to negotiate an agreement with SHP for the design professional services for the Project.

Rationale:

1. The Board identified a need for the Project.
2. The Board requires a design professional to provide facilities assessment, master planning, design and construction administration services ("Design Professional Services") for the Project.
3. Sections 153.65 through .71 of the Ohio Revised Code prescribes a qualifications-based selection process, which is required to be followed by public entities when design professional services are needed.
4. In accordance with the statutory process, the Superintendent publicly advertised and issued a request for qualifications for design professional services, and the evaluation committee evaluated the statements of qualifications submitted by the design professional firms. Nine firms submitted statements of qualifications.
5. The evaluation committee evaluated the statements of qualifications in accordance with the criteria outlined in the request for qualifications, and ranked the top three firms in the following order: 1)SHP, 2)Fanning Howey Associates, Inc., and 3)Perkins and Will/Triad Architect's, Ltd.; thus, the evaluation committee identified SHP to be "most qualified" to provide the required design professional services.
6. The Superintendent recommends the Board adopt the ranking of the evaluation committee and select SHP as the "most qualified" to perform the Design Professional Services for the Project.
7. Based on the recommendation of the evaluation committee, the Superintendent requests authority for the Superintendent, Treasurer, and Board President, working with legal counsel, to negotiate an agreement with SHP for the Design Professional Services for the Project to present to the Board for approval.

The Board of Education resolves as follows:

1. Based upon the recommendation of the Superintendent, the Board adopts the rankings provided by the evaluation committee and selects SHP as the firm "most qualified" to provide the Design Professional Services for the Project.

2. The Board authorizes the Superintendent, Treasurer, and Board President, working with legal counsel, to negotiate an agreement with SHP for the Design Professional Services for the Project to present to the Board for approval.

M___. _____ seconded the motion and, after discussion, a roll call vote was taken and the results were:

Ayes: _____ Nays: _____

The resolution passed.

EXHIBIT

P

Delaware City School District

Five Year Forecast

February Fiscal Year 2026

Fiscal Year:	Actual 2025	FORECASTED 2026	2027	2028	2029	2030
Revenue:						
1.010 - General Property Tax (Real Estate)	48,699,961	49,620,522	50,499,973	51,352,007	51,963,300	52,586,282
1.020 - Public Utility Personal Property	3,088,600	3,409,538	3,422,101	3,411,818	3,438,680	3,465,547
1.030 - Income Tax	-	-	-	-	-	-
1.035 - Unrestricted Grants-in-Aid	20,418,286	19,017,223	17,499,717	17,669,792	17,819,276	17,835,945
1.040 - Restricted Grants-in-Aid	1,529,374	1,171,085	954,127	805,922	676,226	665,606
1.050 - State Reimb Prop Tax Credits	5,044,619	5,155,274	5,292,311	5,426,258	5,502,853	5,581,109
1.060 - All Other Operating Revenues	4,519,535	3,296,981	3,247,058	3,200,011	3,155,703	3,155,703
1.070 - Total Revenue	83,300,376	81,670,623	80,915,287	81,865,808	82,556,038	83,290,192
Other Financing Sources:						
2.010 - Proceeds from Sale of Notes	-	-	-	-	-	-
2.020 - State Emergency Loans and Adv	-	-	-	-	-	-
2.040 - Operating Transfers-In	-	-	-	-	-	-
2.050 - Advances-In	-	-	-	-	-	-
2.060 - All Other Financing Sources	427,005	69,552	69,552	69,552	69,552	69,552
2.070 - Total Other Financing Sources	427,005	69,552	69,552	69,552	69,552	69,552
2.080 - Total Rev & Other Sources	83,727,381	81,740,176	80,984,840	81,935,360	82,625,590	83,359,744
Expenditures:						
3.010 - Personnel Services	47,524,500	50,840,515	53,153,688	55,850,777	58,584,776	61,411,378
3.020 - Employee Benefits	18,969,305	20,402,393	21,587,157	23,122,244	24,755,275	26,505,293
3.030 - Purchased Services	6,783,009	7,009,041	7,094,510	7,181,389	7,276,382	7,323,125
3.040 - Supplies and Materials	3,582,443	3,204,497	2,535,753	2,567,321	2,599,205	2,631,408
3.050 - Capital Outlay	60,446	153,898	155,437	156,992	158,562	160,147
Intergovernmental & Debt Service	227,603	228,427	228,348	900	900	900
4.300 - Other Objects	3,415,596	2,657,524	2,684,100	2,710,941	2,738,050	2,738,050
4.500 - Total Expenditures	80,562,901	84,496,295	87,438,993	91,590,564	96,113,149	100,770,301
Other Financing Uses						
5.010 - Operating Transfers-Out	-	-	-	-	-	-
5.020 - Advances-Out	-	-	-	-	-	-
5.030 - All Other Financing Uses	-	-	-	-	-	-
5.040 - Total Other Financing Uses	-	-	-	-	-	-
5.050 - Total Exp and Other Financing Uses	80,562,901	84,496,295	87,438,993	91,590,564	96,113,149	100,770,301
6.010 - Excess of Rev Over/(Under) Exp	3,164,479	(2,756,120)	(6,454,153)	(9,655,203)	(13,487,559)	(17,410,556)
7.010 - Cash Balance July 1 (No Levies)	32,090,244	35,254,723	32,498,604	26,044,450	16,389,247	2,901,688
7.020 - Cash Balance June 30 (No Levies)	35,254,723	32,498,604	26,044,450	16,389,247	2,901,688	(14,508,868)
		Reservations				
8.010 - Estimated Encumbrances June 30	500,000	500,000	500,000	500,000	500,000	500,000
9.080 - Reservations Subtotal	-	457,699	457,699	457,699	457,699	457,699
10.010 - Fund Bal June 30 for Cert of App	34,754,723	31,540,905	25,086,751	15,431,548	1,943,989	(15,466,567)
Rev from Replacement/Renewal Levies						
11.010 & 11.020 - Renewal Levies		-	-	-	-	-
11.030 - Cumulative Balance of Levies	-	-	-	-	-	-
12.010 - Fund Bal June 30 for Cert of Obligations	34,754,723	31,540,905	25,086,751	15,431,548	1,943,989	(15,466,567)
Revenue from New Levies						
13.010 & 13.020 - New Levies		-	-	-	-	-
13.030 - Cumulative Balance of New Levies	-	-	-	-	-	-
15.010 - Unreserved Fund Balance June 30	34,754,723	31,540,905	25,086,751	15,431,548	1,943,989	(15,466,567)

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EXHIBIT

Q

Delaware City School District

Fiscal Year

2026

February

Financial Forecast Report

Draft

Prepared By:

Jill Corwin, Treasurer/CFO

Delaware City School District

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Forecast Purpose/Objectives

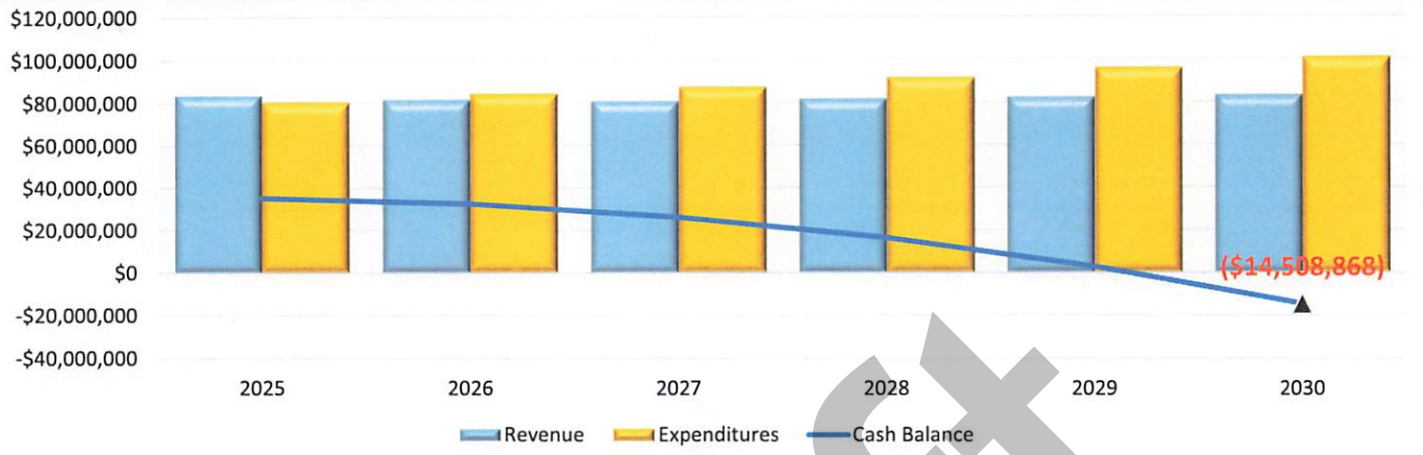
Ohio Department of Education and Workforce's purposes/objectives for the financial forecast are:

1. To engage the local board of education and the community in the long range planning and discussions of financial issues facing the school district.
2. To serve as a basis for determining the school district's ability to sign the certificate required by O.R.C. §5705.412, commonly known as the "412 certificate."
3. To provide a method for the Department of Education and Auditor of State to identify school districts with potential financial problems.

Forecast Methodology

This forecast is prepared based upon historical trends and current factors. This information is then extrapolated into estimates for subsequent years. The forecast variables can change multiple times throughout the fiscal year, and while cash flow monitoring helps to identify unexpected variances, no process is guaranteed. The intent is to provide the district's financial trend over time and a roadmap for decisions aimed at encouraging financial sustainability and stability.

Projected Revenue, Expenditures, and Cash Balance



Financial Forecast Summary

	Fiscal Year 2026	Fiscal Year 2027	Fiscal Year 2028	Fiscal Year 2029	Fiscal Year 2030
Beginning Balance (Line 7.010) **Includes Renewal/New Levy Revenue, see Disclosures*	35,254,723	32,498,604	26,044,450	16,389,247	2,901,688
+ Revenue	81,740,176	80,984,840	81,935,360	82,625,590	83,359,744
- Expenditures	(84,496,295)	(87,438,993)	(91,590,564)	(96,113,149)	(100,770,301)
= Revenue Surplus or Deficit	(2,756,120)	(6,454,153)	(9,655,203)	(13,487,559)	(17,410,556)
Line 7.020 Ending Balance with Renewal/New Levies	32,498,604	26,044,450	16,389,247	2,901,688	(14,508,868)

Financial Summary Notes

Expenditure growth is projected to outpace revenue change. By the end of 2030, the cash balance is projected to decline by a total of $49,763,592 compared to 2025. For fiscal year 2030, expenditures are currently projected to exceed revenue, resulting in a revenue shortfall the final year of the forecast period.

For revenue, projected change is expected to be less than the historical average. Over the past five years, revenue increased by 5.93% ($4,159,018 annually). However, it is projected to decrease by -0.08% (-$73,527 annually) through fiscal year 2030. Notably, Real Estate, is expected to be $2,009,494 less per year compared to history, and is the biggest driver of trend change on the revenue side.

For expenditures, projected change is expected to be at a slower pace than the historical trend. Expenditures increased by 5.68% ($3,848,640 annually) during the past 5-year period, and are projected to increase by 4.58% ($4,041,480 annually) through 2030. The forecast line with the most change on the expense side, Supplies & Materials, is anticpated to be $642,757 less per year in the projected period compared to historical averages.

Disclosure Items:	*2026*	*2027*	*2028*	*2029*	*2030*
Modeled Renewal Levies - Annual Amount	-	-	-	-	-
Modeled New Levies - Annual Amount	-	-	-	-	-
Encumbrances (not subtracted from Cash Balance)	*500,000*	*500,000*	*500,000*	*500,000*	*500,000*

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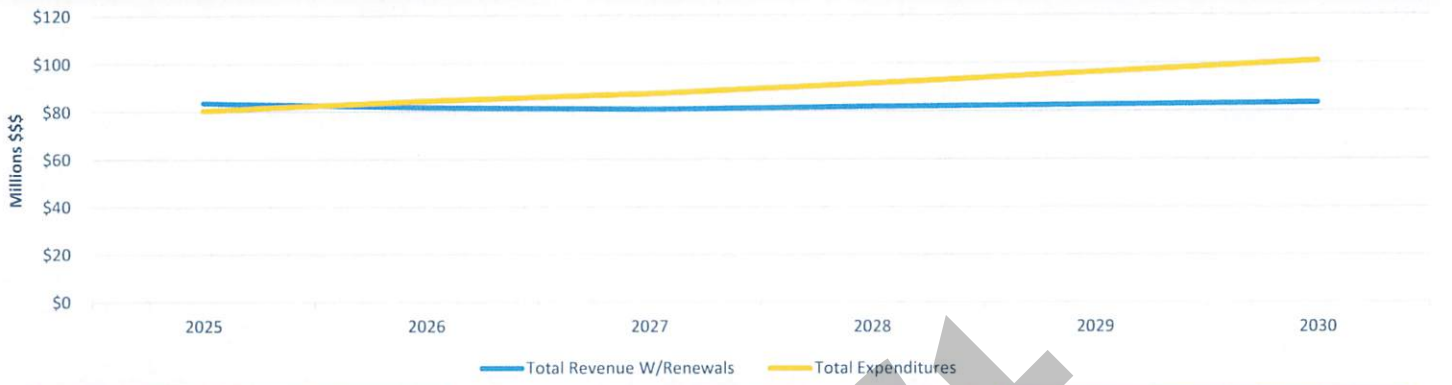
Revenue Compared to Expenditures



From 2026 to 2030, total revenues are projected to change by -0.08%

Expenditure change is expected to outpace revenue change.

From 2026 to 2030, total expenses are projected to change by 4.58%

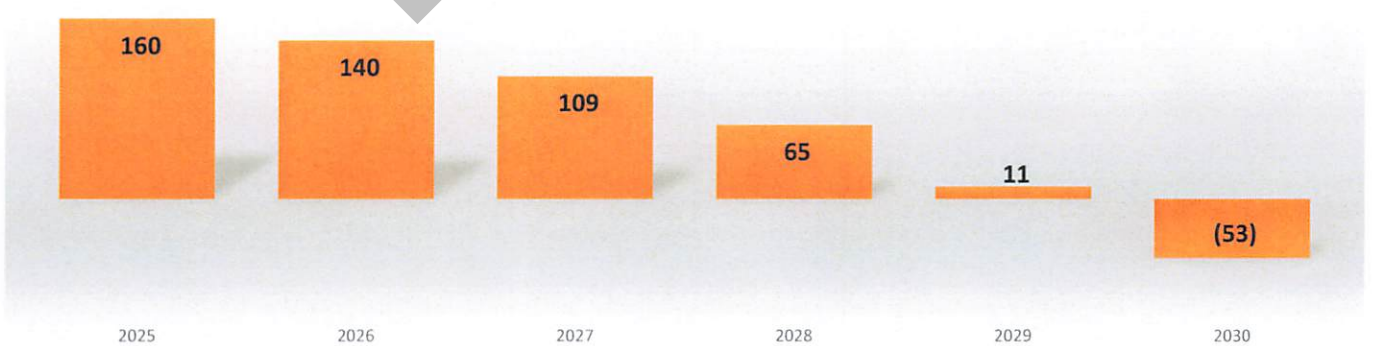
Revenue Surplus/(Shortfall) as a Percentage of Revenue

	2024	2025	2026	2027	2028	2029	2030
Current Forecast Surplus/(Shortfall)	9.8%	3.8%	-3.4%	-8.%	-11.8%	-16.3%	-20.9%

The district is trending toward revenue shortfall with the expenditures growing faster than revenue.
A revenue increase of 16.32% is needed to balance the budget in fiscal year 2030, or a $17,410,556 reduction in expenditures.

- The largest contributor to the projected revenue trend is the change in Real Estate.
- The expenditure most impacting the changing trend is Supplies & Materials.

Days Cash on Hand at Fiscal Year-end



*based on 365 days

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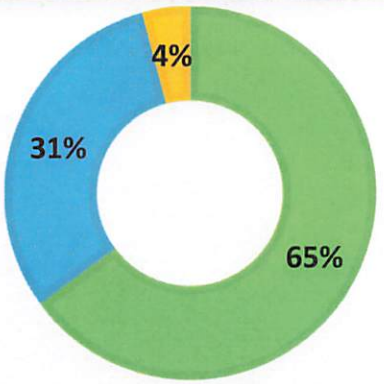
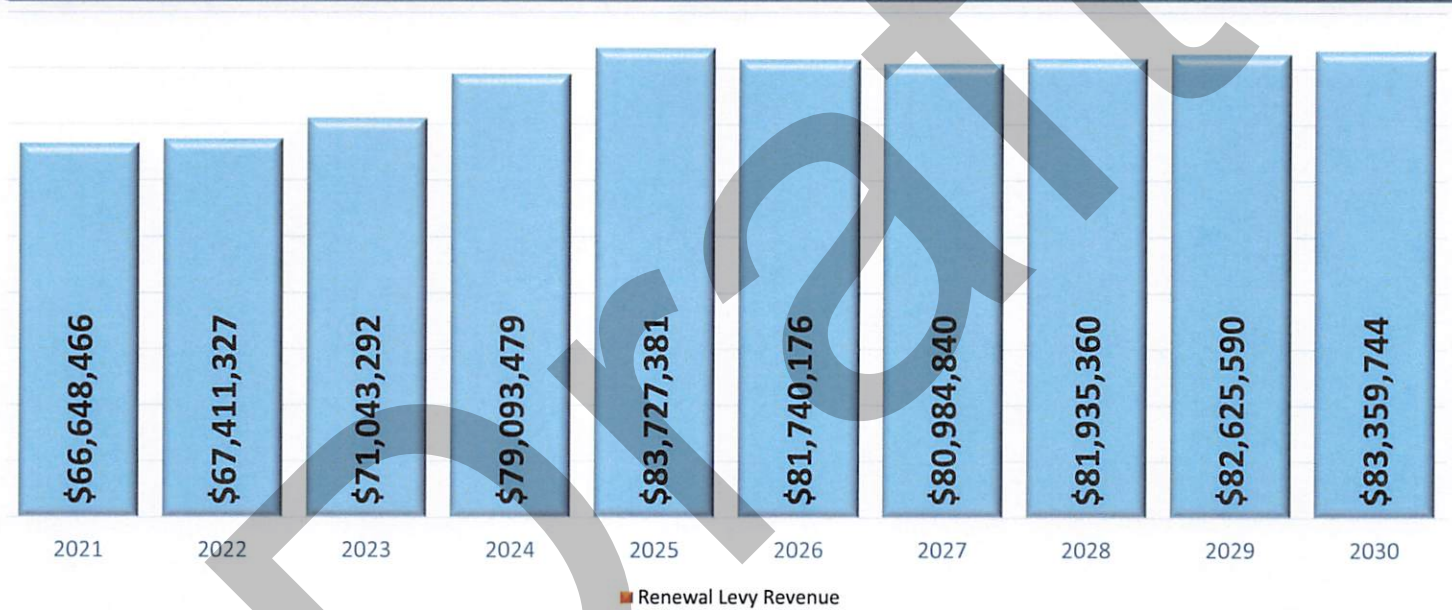
Revenue Overview

Revenue Sources



Local Taxes	
Real Estate Tax	60.71%
Public Utility Tax	4.17%
Income Tax	0.00%
State Sources	
State Funding	23.27%
Restricted Aid	1.43%
State Reimb Prop Tax Cre	6.31%
All Other Revenue	
Other Revenue	4.03%
Other Sources	0.09%

Annual Revenue Actual + Projected



Historic Revenue Change versus Projected Revenue Change

	Historical Average Annual $$ Change	Projected Average Annual $$ Change	Projected Compared to Historical Variance
Real Estate	$2,786,758	$777,264	($2,009,494)
Public Utility	$89,520	$75,389	($14,131)
Income Tax	$0	$0	$0
State Funding	$827,708	($689,222)	($1,516,930)
State Reimb Prop Tax Credits	$276,335	$107,298	($169,038)
All Othr Op Rev	$164,897	($272,767)	($437,664)
Other Sources	$13,798	($71,491)	($85,289)
Total Average Annual Change	$4,159,018	($73,527)	($4,232,545)
	5.93%	-0.08%	-6.00%

Over the past five years, revenue increased by 5.93% ($4,159,018 annually). However, it is projected to decrease by -0.08% (-$73,527 annually) through fiscal year 2030. Notably, Real Estate, is expected to be $2,009,494 less per year compared to history, and is the biggest driver of trend change on the revenue side.

For Comparison:
Expenditure average annual change is projected to be > $4,041,480 On an annual average basis, expenditures are projected to grow faster than revenue.

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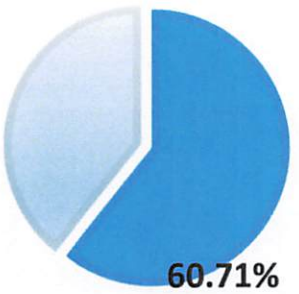
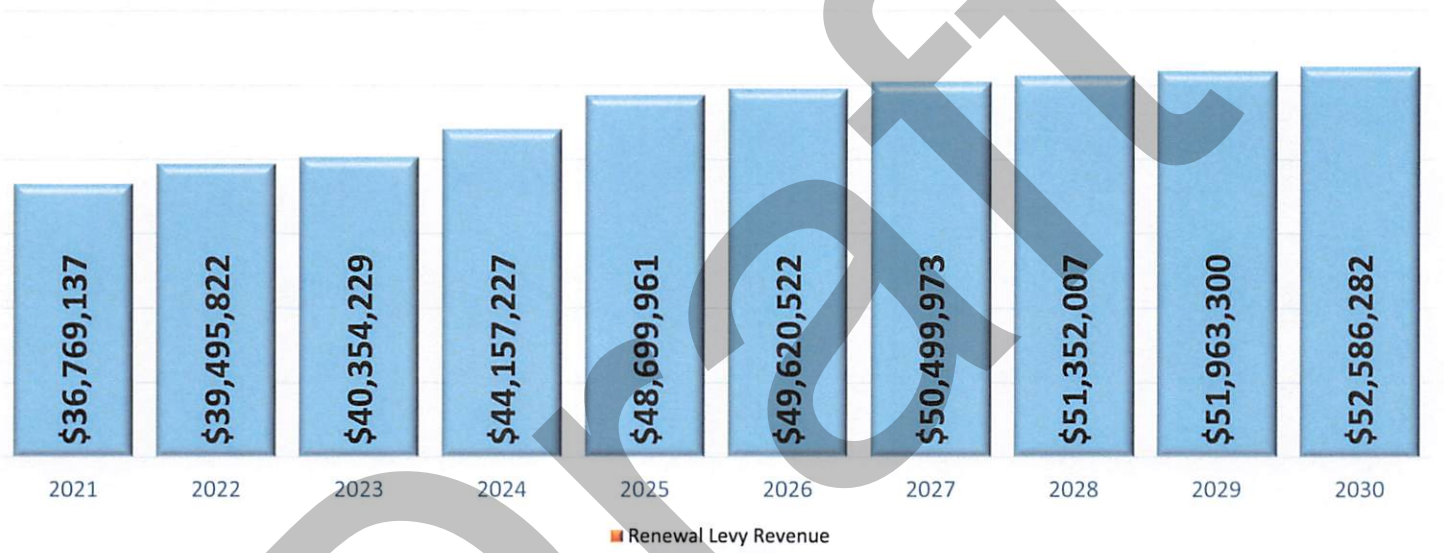
1.010 - General Property Tax (Real Estate)

Revenue collected from taxes levied by a school district by the assessed valuation of real property using effective tax rates for class I (residential/agricultural) and class II (business).



Real estate property tax revenue accounts for 60.71% of total district general fund revenue.



Key Assumptions & Notes

Values, Tax Rates and Gross Collections							Gross Collection Rate Including Delinquencies
Tax Yr	Valuation	Value Change	Class I Rate	Change	Class 2 Rate	Change	
2024	1,523,130,190	61,415,560	36.11	-	36.16	-	98.8%
2025	1,545,118,190	21,988,000	36.01	(0.10)	36.01	(0.16)	98.9%
2026	1,719,326,190	174,208,000	32.88	(3.13)	34.31	(1.69)	98.9%
2027	1,745,301,190	25,975,000	32.77	(0.10)	34.21	(0.10)	98.9%
2028	1,772,275,190	26,974,000	32.67	(0.10)	34.11	(0.10)	98.9%
2029	1,799,249,190	26,974,000	32.57	(0.10)	34.01	(0.10)	98.9%

Class I, or residential/agricultural taxes make up approximately 77.36% of the real estate property tax revenue. The Class I tax rate is 36.01 mills in tax year 2025. The projections reflect an average gross collection rate of 98.9% annually through tax year 2029. The revenue changed at an average annual historical rate of 7.01% and is projected to change at an average annual rate of 1.55% through fiscal year 2030.

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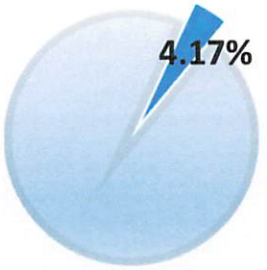
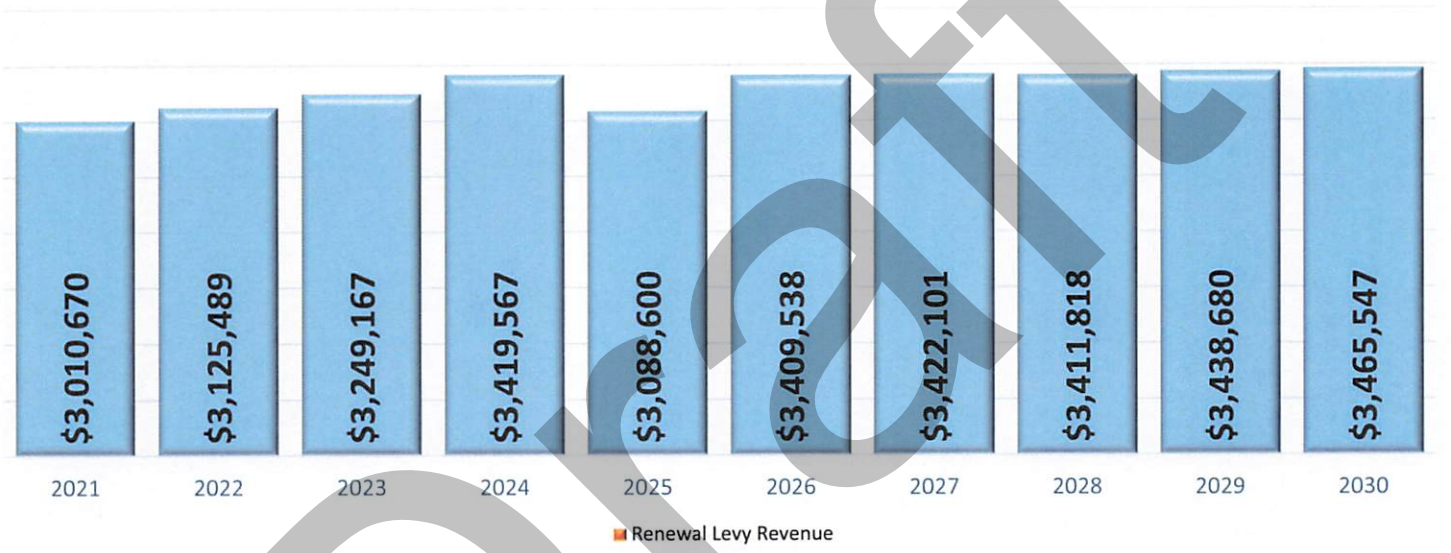
1.020 - Public Utility Personal Property

Revenue generated from public utility personal property valuations multiplied by the district's full voted tax rate.



Public Utility Personal Property tax revenue accounts for 4.17% of total district general fund revenue.



Key Assumptions & Notes

Values and Tax Rates					Gross Collection Rate Including Delinquencies
Tax Year	Valuation	Value Change	Full Voted Rate	Change	
2024	55,062,640	4,399,730	62.61	(0.09)	97.7%
2025	56,462,640	1,400,000	62.51	(0.10)	97.7%
2026	56,962,640	500,000	61.06	(1.44)	97.7%
2027	57,462,640	500,000	61.01	(0.05)	97.7%
2028	57,962,640	500,000	60.96	(0.05)	97.7%
2029	58,462,640	500,000	60.91	(0.05)	97.7%

The public utility personal property tax revenue is generated from the personal property values, additions, and depreciation reported by the utility companies. The property is taxed at the full voted tax rate which in tax year 2025 is 62.51 mills. The forecast is modeling an average gross collection rate of 97.69%. The revenue changed historically at an average annual dollar amount of $89,520 and is projected to change at an average annual dollar amount of $75,389 through fiscal year 2030.

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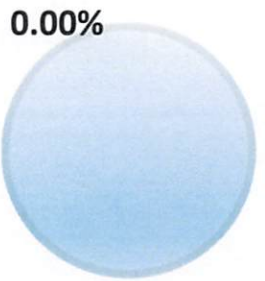
1.030 - School District Income Tax

Revenue collected from income tax earmarked specifically to support schools with a voter approved tax by residents of the school district; separate from federal, state and municipal income taxes.



The district does not have a School District Income Tax levy.

Key Assumptions & Notes

The district does not have an income tax levy.

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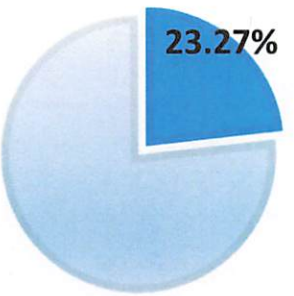
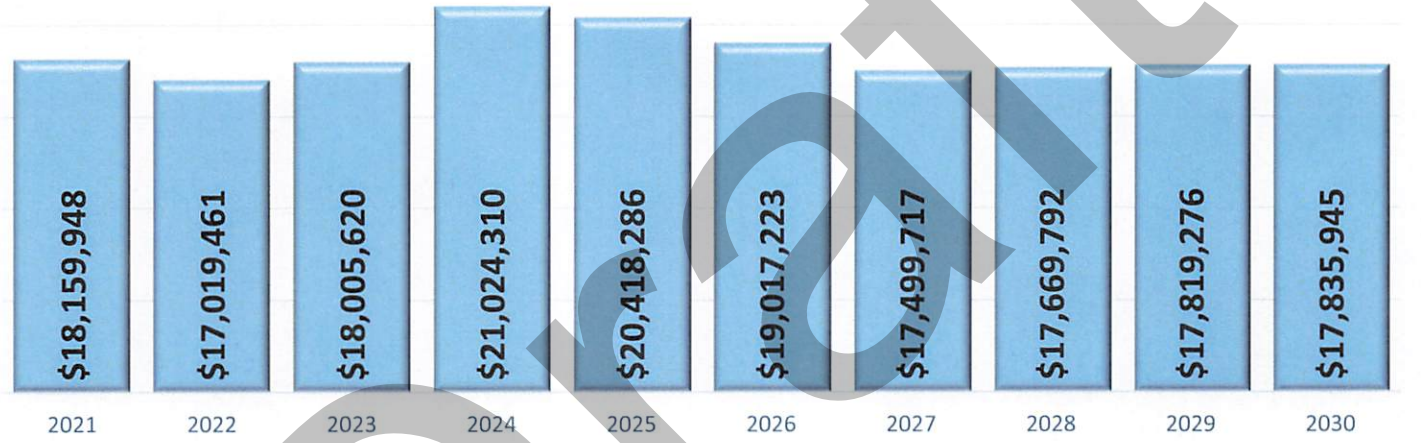
1.035 - Unrestricted Grants-in-Aid

Funds received through the State Foundation Program with no restriction.



Unrestricted State Aid revenue accounts for 23.27% of total district general fund revenue.



Key Assumptions & Notes

Beginning in fiscal year 2022, Ohio adopted the Fair School Funding Plan (FSFP). Funding is driven by a base cost methodology that incorporates the four components identified as necessary to the education process. The Base Cost is currently calculated for two years using a statewide average from historical actual data.

For Delaware City School District, the calculated Base Cost total is $42,814,823 in 2026.

The State's Share of the calculated Base Cost total is $11,396,867, or $2,177 per pupil.

The FSFP also started funding students where they attended school. Therefore district educated enrollment is now used for per pupil funding. At the same time, the FSFP eliminated tuition transfer payments from school districts, which impacts the expense side of the forecast.

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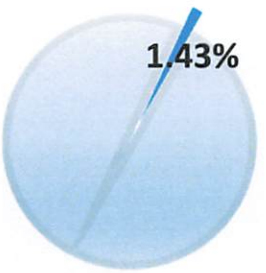
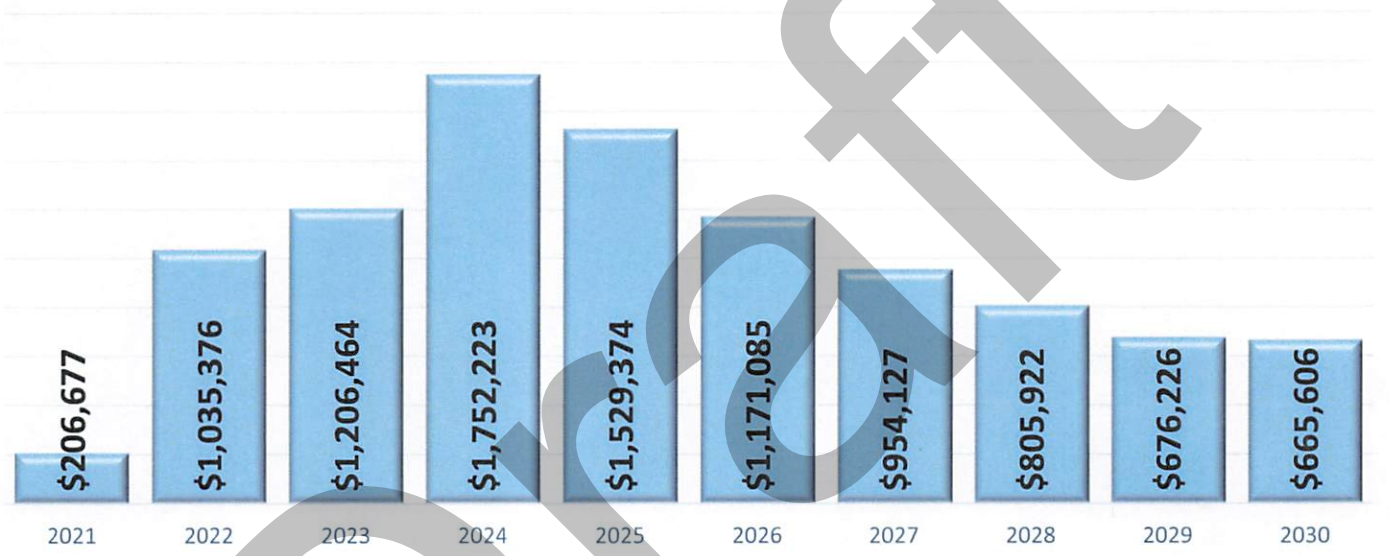
1.040 & 1.045 - Restricted Grants-in-Aid

Funds received through the State Foundation Program or other allocations that are restricted for specific purposes.



Restricted State Aid revenue accounts for 1.43% of total district general fund revenue.



Key Assumptions & Notes

Restricted aid is the portion of state per pupil funding that must be classifed as restricted use. Historically the district's restricted state aid changed annually on average by $164,666 and is projected to change annually on average by -$172,754. Restricted funds represent 1.43% of the district's total revenue. Starting in fiscal year 2022, the district's Success & Wellness funding became restricted; the state's share of this funding recorded as restricted is $535,389. This funding has implications on general fund expenditures in that certain spending now occuring in a fund external to the general fund could shift to the general fund. The expenditures in this forecast are adjusted to reflect this change.

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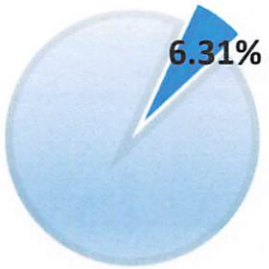
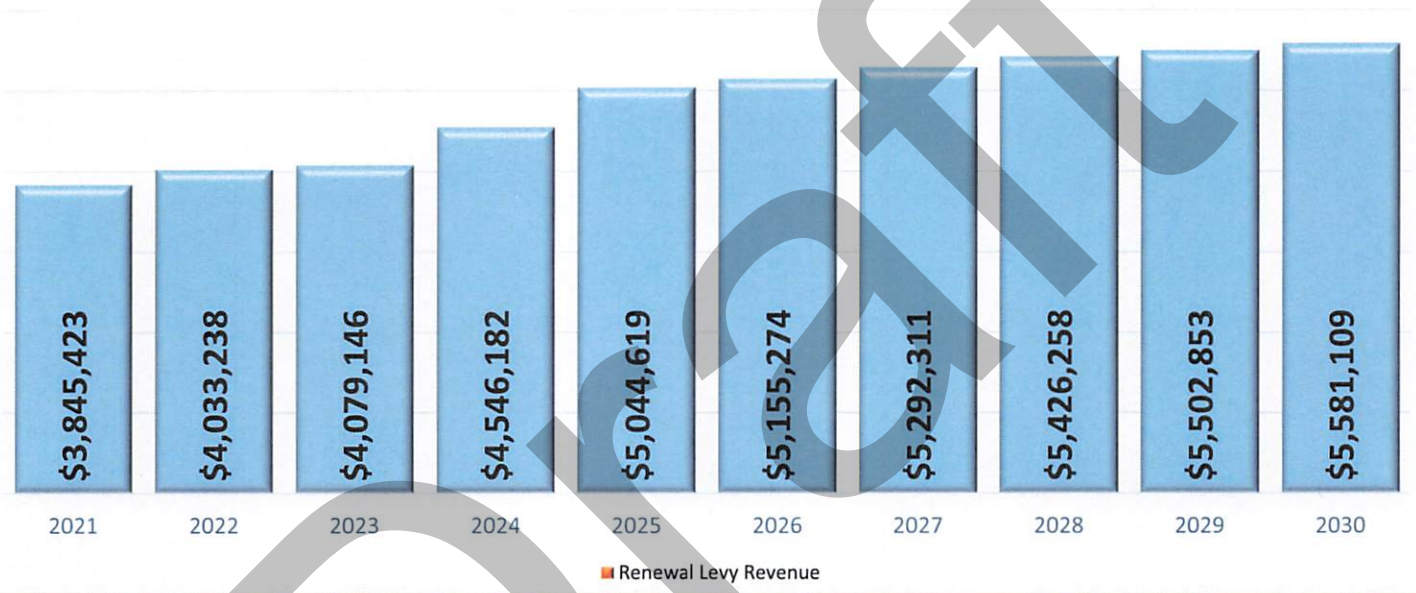
1.050 - State Reimbursement Property Tax Credits

Includes funds received for Tangible Personal Property Tax Reimbursement, Electric Deregulation, Homestead and Rollback.



State Reimbursement of Property Tax Credit revenue accounts for 6.31% of total district general fund revenue.



Key Assumptions & Notes

State Reimbursement of Property Tax Credits primarily consists of reimbursements from the state of Ohio for local taxpayer credits or reductions to their tax bill. The state reduces the local taxpayer's tax bill with a 10% rollback credit, and 2.5% owner-occupied rollback credit, plus a homestead credit for qualifying taxpayers. In fiscal year 2026, approximately 10.5% local residential property taxes will be reimbursed by the state in the form of rollback credits and approximately 1.1% will be reimbursed in the form of qualifying homestead exemption credits.

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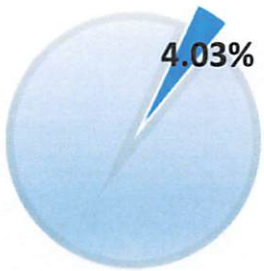
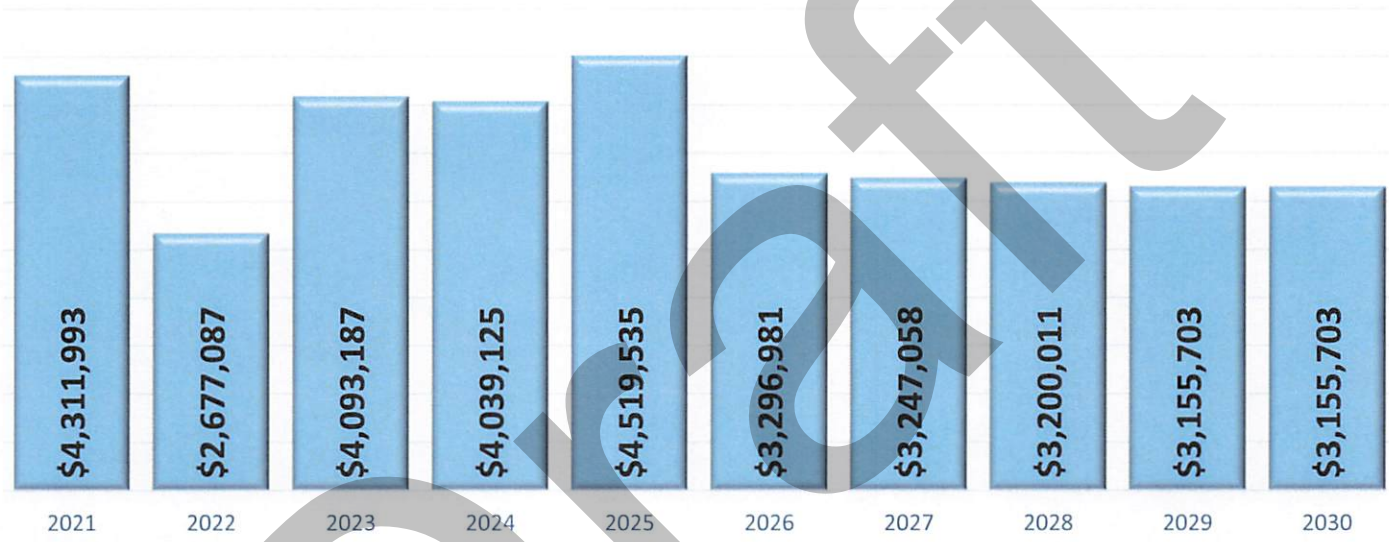
1.060 - All Other Operating Revenues

Operating revenue sources not included in other lines; examples include tuition, fees, earnings on investments, rentals, and donations.



All Other Revenue accounts for 4.03% of total district general fund revenue.



Key Assumptions & Notes

Other revenue includes tuition received by the district for non-resident students educated by the district. It also includes interest income, payments in lieu of taxes, and miscellaneous revenue. The historical average annual change was $164,897. The projected average annual change is -$272,767 through fiscal year 2030.

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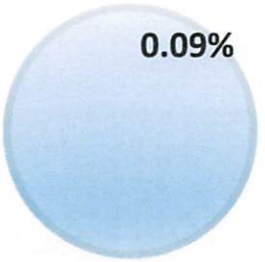
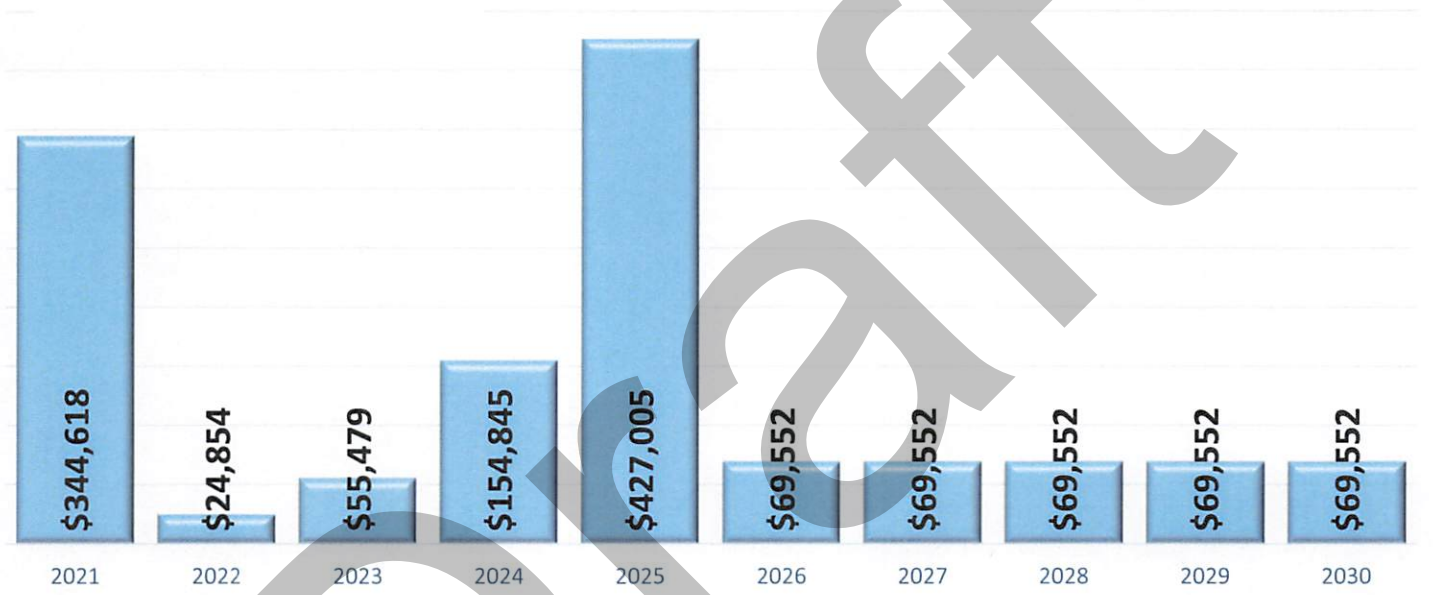
2.070 - Total Other Financing Sources

Includes proceeds from sale of notes, state emergency loans and advancements, operating transfers-in, and all other financing sources like sale and loss of assets, and refund of prior year expenditures.



Other Sources of revenue accounts for 0.09% of total district general fund revenue.



Key Assumptions & Notes

		FORECASTED				
	2025	2026	2027	2028	2029	2030
Transfers In	-	-	-	-	-	-
Advances In	-	-	-	-	-	-
All Other Financing Sources	427,005	69,552	69,552	69,552	69,552	69,552

Other sources includes revenue that is generally classified as non-operating. Return advances-in are the most common revenue source. In 2025 the district receipted $0 as advances-in and is projecting advances of $0 in fiscal year 2026. The district also receives other financing sources such as refund of prior year expenditures in this category. The district is projecting that all other financing sources will be $69,552 in 2026 and average $69,552 annually through 2030.

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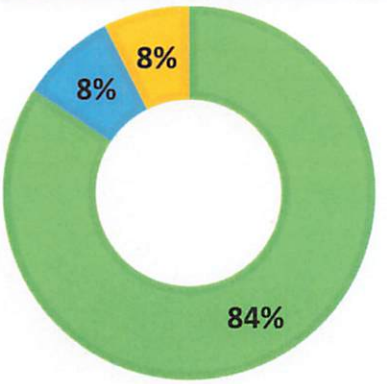
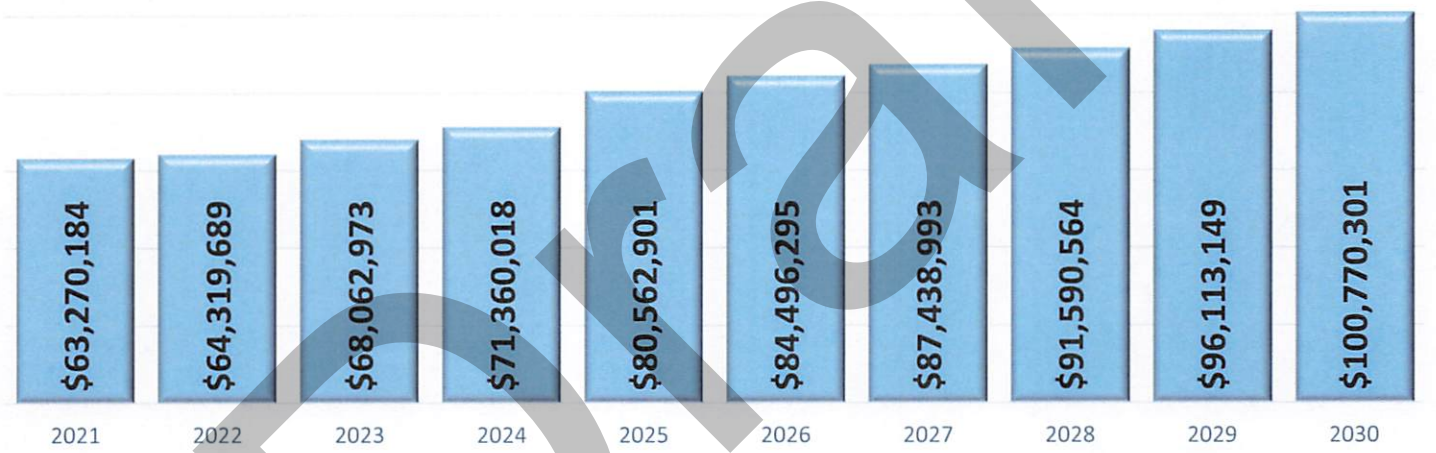
Expenditure Overview

Expenditure Categories



Personnel Costs	
Salaries	60.17%
Benefits	24.15%
Purchased Services	8.30%
All Other Expenditures	
Supplies, Capital, Debt, Other Obj	7.39%
Other Uses	0.00%

Annual Expenditures Actual + Projected



Historic Expenditures Change versus Projected Expenditures Change

	Historical Average Annual $$ Change	Projected Average Annual $$ Change	Projected Compared to Historical Variance
Salaries	$2,386,763	$2,777,375	$390,612
Benefits	$893,366	$1,507,198	$613,832
Purchased Services	($91,940)	$108,023	$199,963
Supplies & Materials	$452,551	($190,207)	($642,757)
Capital Outlay	($51,228)	$19,940	$71,168
Intergov & Debt	$45,521	($45,341)	($90,861)
Other Objects	$259,198	($135,509)	($394,707)
Other Uses	$0	$0	$0
Total Average Annual Change	$3,848,640	$4,041,480	$192,840
	5.68%	4.58%	-1.10%

Expenditures increased by 5.68% ($3,848,640 annually) during the past 5-year period, and are projected to increase by 4.58% ($4,041,480 annually) through 2030. The forecast line with the most change on the expense side, Supplies & Materials, is anticpated to be $642,757 less per year in the projected period compared to historical averages.

For Comparison:

Revenue average annual change is projected to be > ($73,527) On an annual average basis, revenues are projected to contract while expenditures grows

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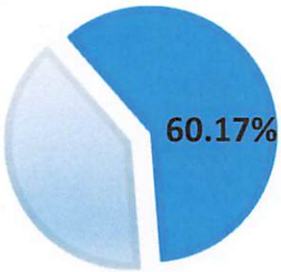
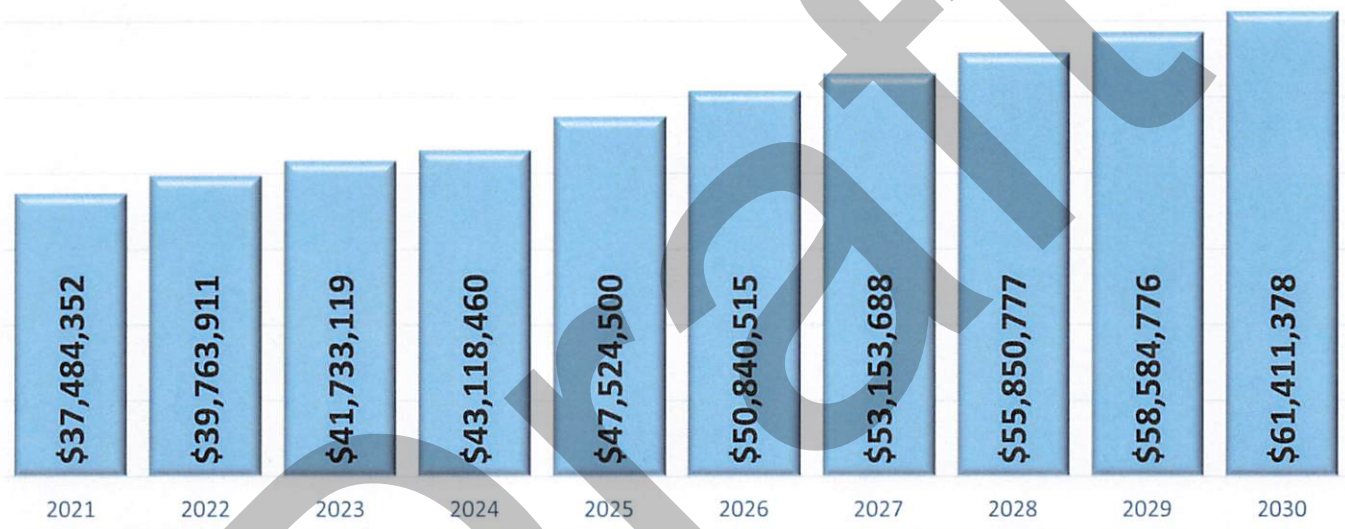
3.010 - Personnel Services

Employee salaries and wages, including extended time, severance pay, supplemental contracts, etc.



Salaries account for 60.17% of the district's total general fund spending.



Key Assumptions & Notes

Salaries represent 60.17% of total expenditures and increased at a historical average annual rate of 5.98% (or $2,386,763). This category of expenditure is projected to grow at an annual average rate of 5.26% (or $2,777,375) through fiscal year 2030. The projected average annual rate of change is 0.71% less than the five year historical annual average.

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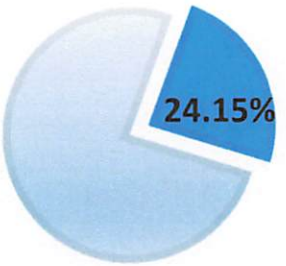
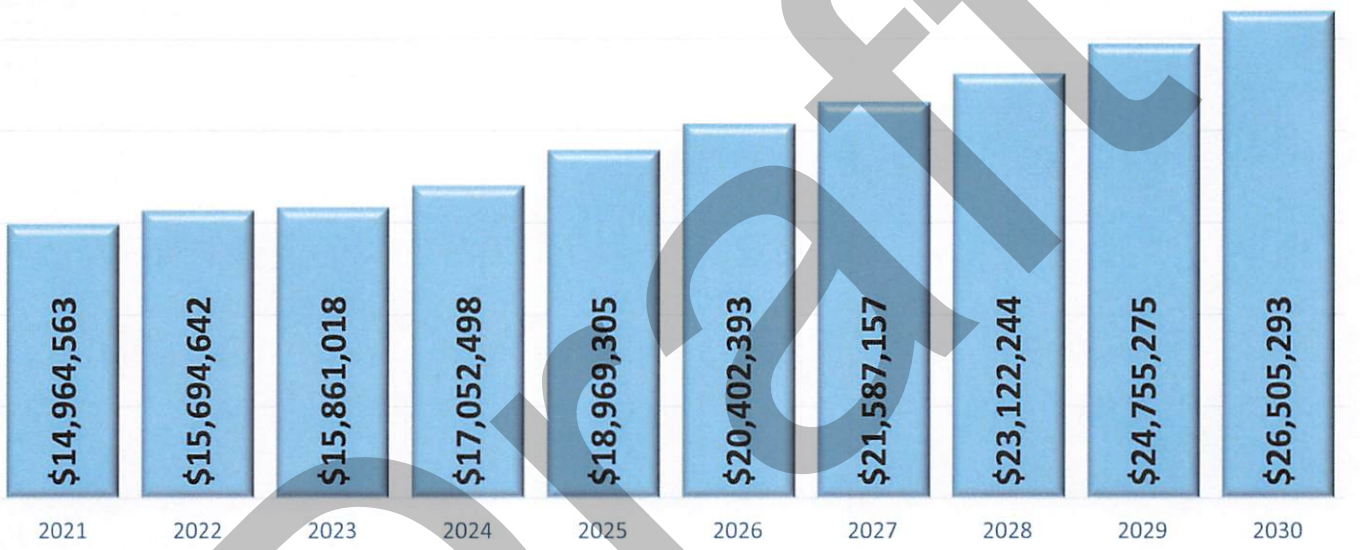
3.020 - Employees' Benefits

Retirement for all employees, Workers Compensation, early retirement incentives, Medicare, unemployment, pickup on pickup, and all health-related insurances.



Benefits account for 24.15% of the district's total general fund spending.



Key Assumptions & Notes

Benefits represent 24.15% of total expenditures and increased at a historical average annual rate of 5.58%. This category of expenditure is projected to grow at an annual average rate of 6.92% through fiscal year 2030. The projected average annual rate of change is 1.35% more than the five year historical annual average.

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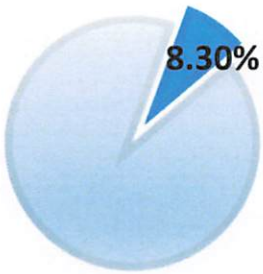
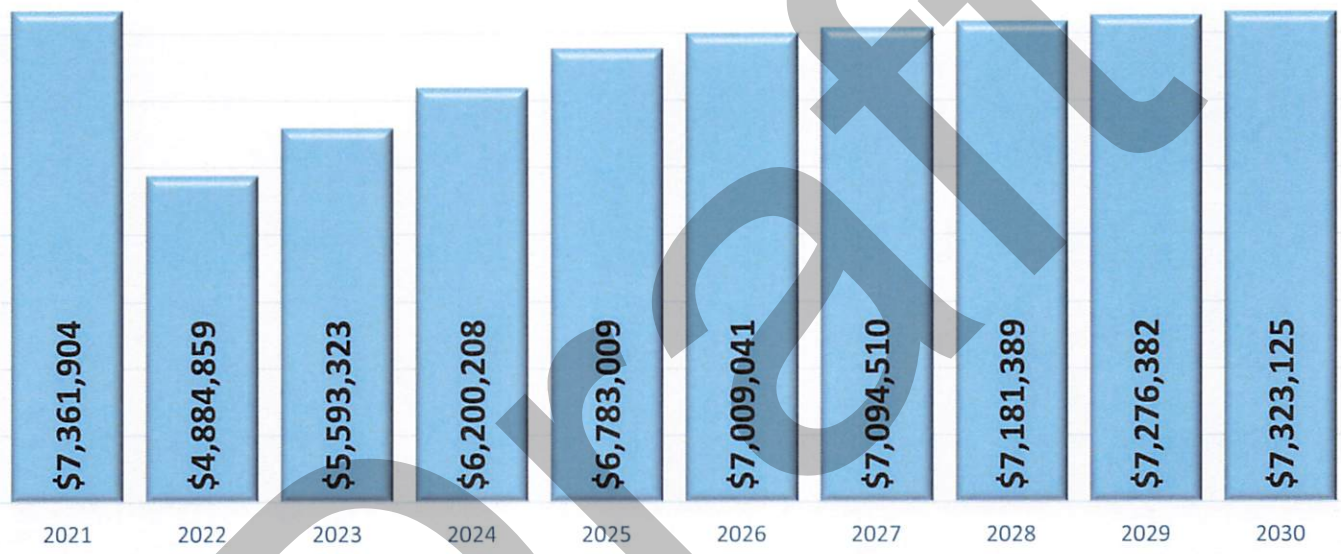
3.030 - Purchased Services

Amounts paid for services rendered by personnel who are not on the payroll of the school district, expenses for tuition paid to other districts, utility costs and other services which the school district may purchase.



Purchased Services account for 8.30% of the district's total general fund spending.



Key Assumptions & Notes

Purchased Services represent 8.30% of total expenditures and increased at a historical average annual rate of 0.55%. This category of expenditure is projected to grow at an annual average rate of 1.55% through fiscal year 2030. Starting in 2022, the Fair School Funding Plan (State Funding) only accounted for district educated enrollment, thereby reducing district tuition costs for open enrollment 'out,' community schools, STEM, and scholarship students. This change resulted in lower district costs, but also less per pupil state revenue since per pupil funding is now paid directly by the state to the district students attend.

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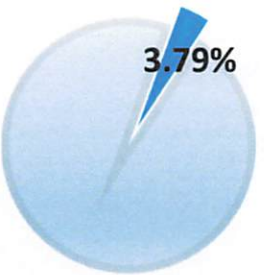
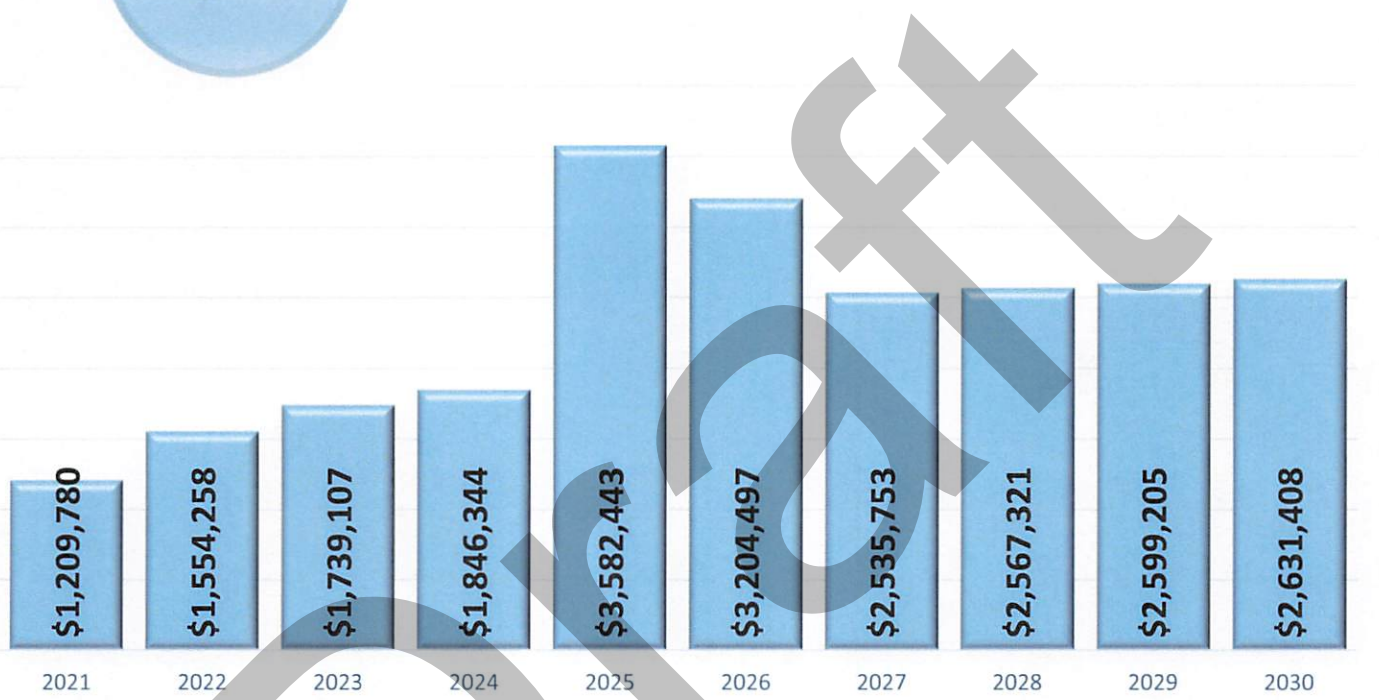
3.040 - Supplies & Materials

Expenditures for general supplies, instructional materials including textbooks and media material, bus fuel and tires, and all other maintenance supplies.



Supplies and Materials account for 3.79% of the district's total general fund spending.



Key Assumptions & Notes

Supplies & Materials represent 3.79% of total expenditures and increased at a historical average annual rate of 26.45%. This category of expenditure is projected to decrease at an annual average rate of 5.54% through fiscal year 2030. The projected average annual rate of change is 31.99% less than the five year historical annual average.

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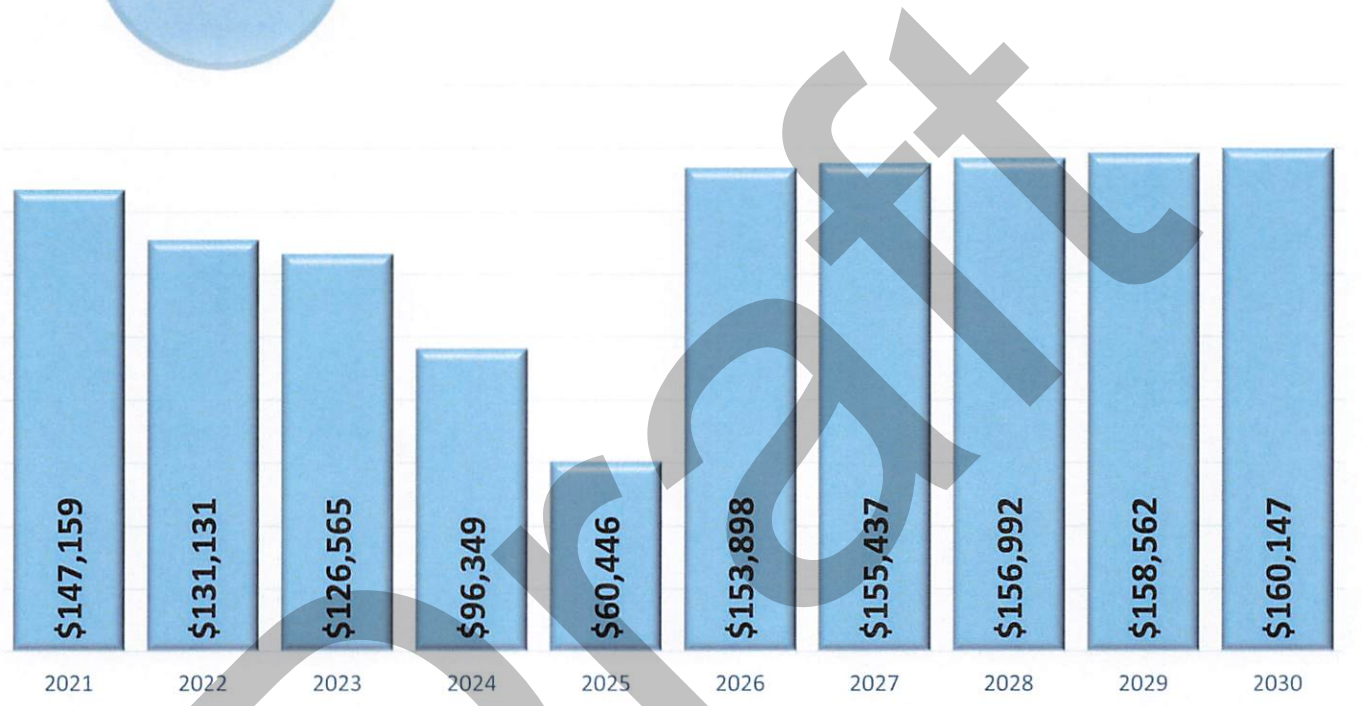
3.050 - Capital Outlay

This line includes expenditures for items having at least a five-year life expectancy, such as land, buildings, improvements of grounds, equipment, computers/technology, furnishings, and buses.

Capital Outlay account for 0.18% of the district's total general fund spending.



Key Assumptions & Notes

Capital Outlay represent 0.18% of total expenditures and decreased at a historical average annual amount of $51,228. This category of expenditure is projected to grow at an annual average rate of $19,940 through 2030. The projected average annual change is more than the five year historical annual average.

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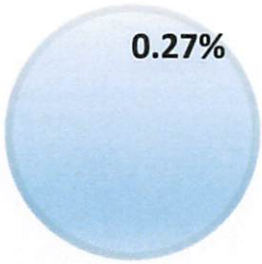
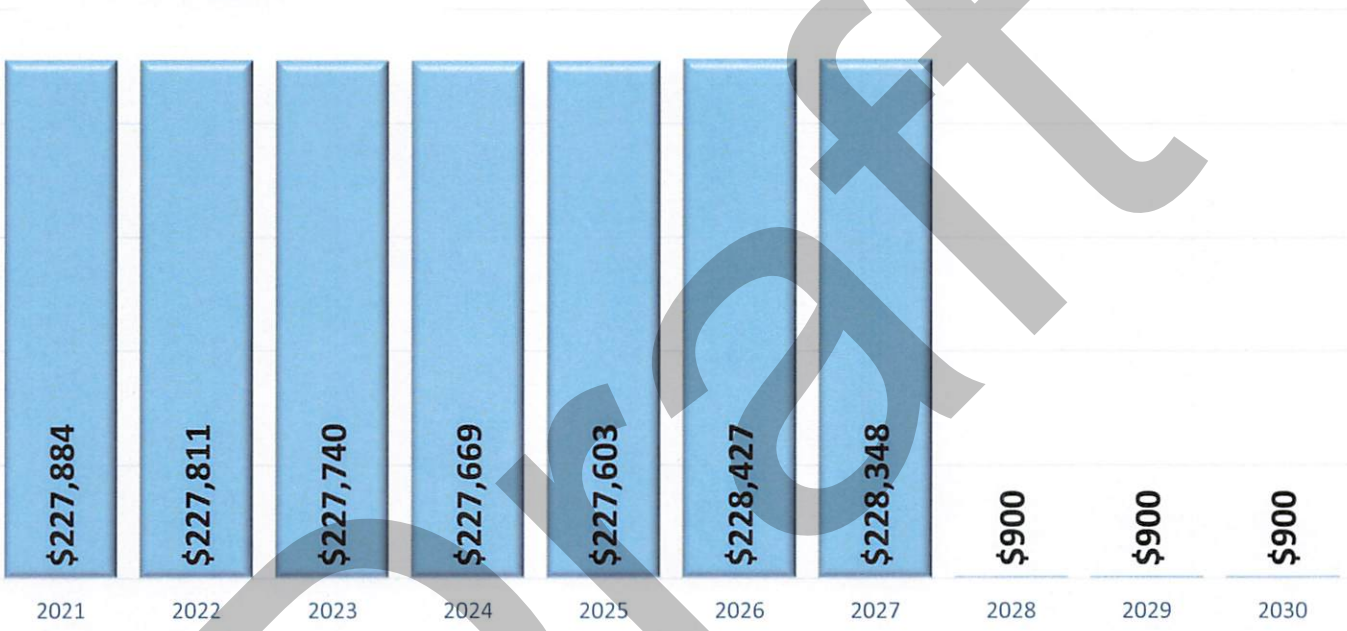
3.060-4.060 - Intergovernmental & Debt

These lines account for pass through payments, as well as monies received by a district on behalf of another governmental entity, plus principal and interest payments for general fund borrowing.



Intergovernmental and Debt account for 0.27% of the district's total general fund spending.



Key Assumptions & Notes

The Intergovernmental/Debt expenditure category details general fund debt issued by the District.

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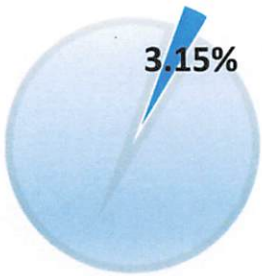
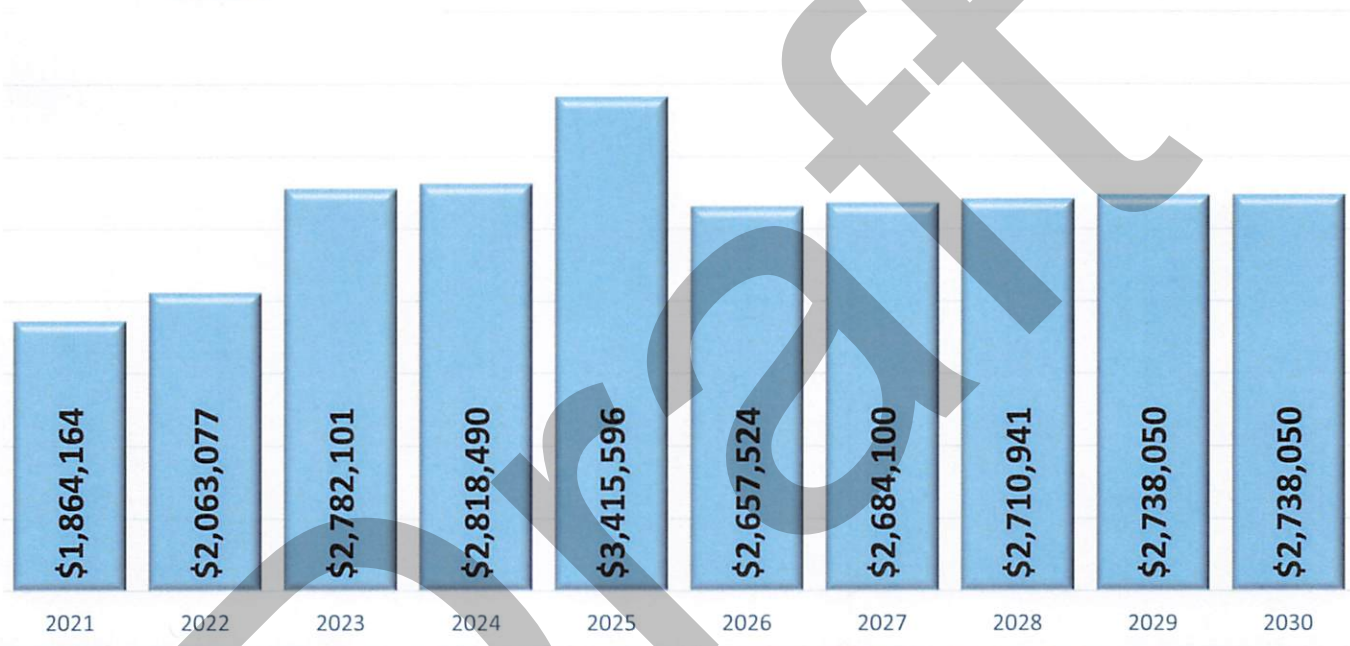
4.300 - Other Objects

Primary components for this expenditure line are membership dues and fees, ESC contract deductions, County Auditor/Treasurer fees, audit expenses, and election expenses.



Other Objects account for 3.15% of the district's total general fund spending.



Key Assumptions & Notes

Other Objects represent 3.15% of total expenditures and increased at a historical average annual rate of 11.19%. This category of expenditure is projected to decrease at an annual average rate of 3.84% through fiscal year 2030. The projected average annual rate of change is 15.03% less than the five year historical annual average.

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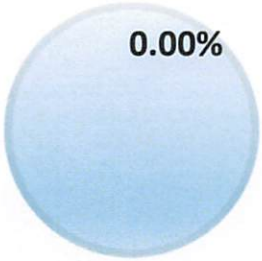
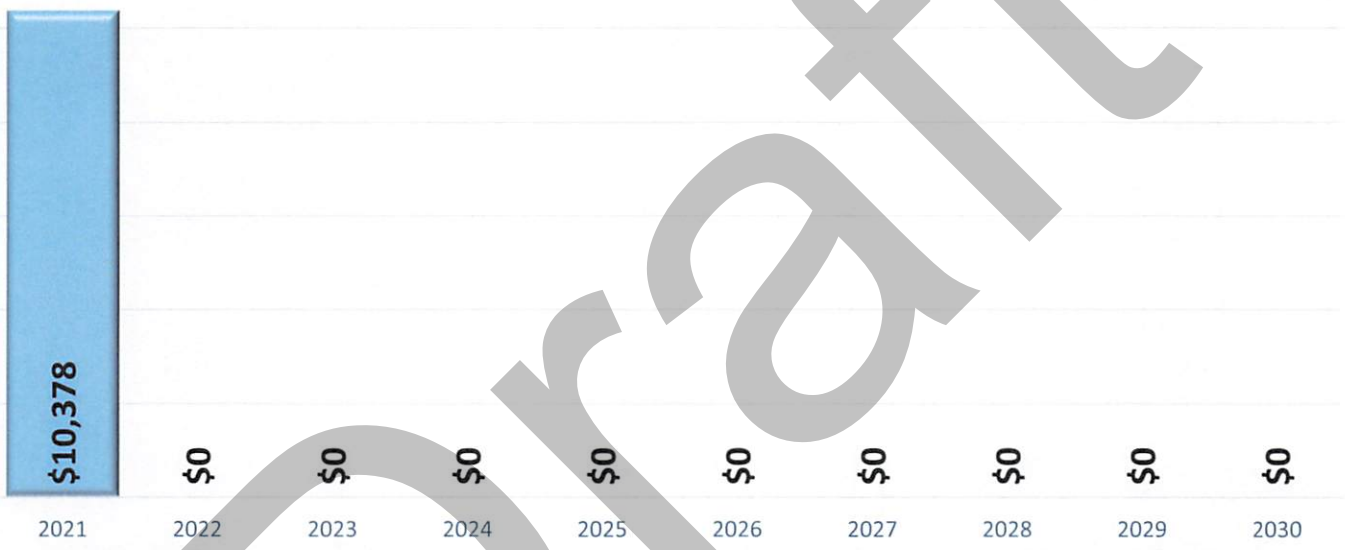
5.040 - Total Other Financing Uses

Operating transfers-out, advances out to other funds, and all other general fund financing uses.



Other Uses account for 0.00% of the district's total general fund spending.



Key Assumptions & Notes

	FORECASTED					
	2025	2026	2027	2028	2029	2030
Transfers Out	-	-	-	-	-	-
Advances Out	-	-	-	-	-	-
Other Financing Uses	-	-	-	-	-	-

Other uses includes expenditures that are generally classified as non-operating. It is typically in the form of advances-out which are then repaid into the general fund from the other district funds. In 2025 the district had no advances-out and has no advances-out forecasted through fiscal year 2030. The district can also move general funds permanently to other funds, and as the schedule above presents, the district has no transfers forecasted through fiscal year 2030. The table above presents the district's planned advances and transfers. The district can also have other uses of funds which is reflected in the table above.

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Delaware City School District

Five Year Forecast

February Fiscal Year 2026

Fiscal Year:	Actual 2025	FORECASTED 2026	2027	2028	2029	2030
Revenue:						
1.010 - General Property Tax (Real Estate)	48,699,961	49,620,522	50,499,973	51,352,007	51,963,300	52,586,282
1.020 - Public Utility Personal Property	3,088,600	3,409,538	3,422,101	3,411,818	3,438,680	3,465,547
1.030 - Income Tax	-	-	-	-	-	-
1.035 - Unrestricted Grants-in-Aid	20,418,286	19,017,223	17,499,717	17,669,792	17,819,276	17,835,945
1.040 - Restricted Grants-in-Aid	1,529,374	1,171,085	954,127	805,922	676,226	665,606
1.050 - State Reimb Prop Tax Credits	5,044,619	5,155,274	5,292,311	5,426,258	5,502,853	5,581,109
1.060 - All Other Operating Revenues	4,519,535	3,296,981	3,247,058	3,200,011	3,155,703	3,155,703
1.070 - Total Revenue	83,300,376	81,670,623	80,915,287	81,865,808	82,556,038	83,290,192
Other Financing Sources:						
2.010 - Proceeds from Sale of Notes	-	-	-	-	-	-
2.020 - State Emergency Loans and Adv	-	-	-	-	-	-
2.040 - Operating Transfers-In	-	-	-	-	-	-
2.050 - Advances-In	-	-	-	-	-	-
2.060 - All Other Financing Sources	427,005	69,552	69,552	69,552	69,552	69,552
2.070 - Total Other Financing Sources	427,005	69,552	69,552	69,552	69,552	69,552
2.080 - Total Rev & Other Sources	83,727,381	81,740,176	80,984,840	81,935,360	82,625,590	83,359,744
Expenditures:						
3.010 - Personnel Services	47,524,500	50,840,515	53,153,688	55,850,777	58,584,776	61,411,378
3.020 - Employee Benefits	18,969,305	20,402,393	21,587,157	23,122,244	24,755,275	26,505,293
3.030 - Purchased Services	6,783,009	7,009,041	7,094,510	7,181,389	7,276,382	7,323,125
3.040 - Supplies and Materials	3,582,443	3,204,497	2,535,753	2,567,321	2,599,205	2,631,408
3.050 - Capital Outlay	60,446	153,898	155,437	156,992	158,562	160,147
Intergovernmental & Debt Service	227,603	228,427	228,348	900	900	900
4.300 - Other Objects	3,415,596	2,657,524	2,684,100	2,710,941	2,738,050	2,738,050
4.500 - Total Expenditures	80,562,901	84,496,295	87,438,993	91,590,564	96,113,149	100,770,301
Other Financing Uses						
5.010 - Operating Transfers-Out	-	-	-	-	-	-
5.020 - Advances-Out	-	-	-	-	-	-
5.030 - All Other Financing Uses	-	-	-	-	-	-
5.040 - Total Other Financing Uses	-	-	-	-	-	-
5.050 - Total Exp and Other Financing Uses	80,562,901	84,496,295	87,438,993	91,590,564	96,113,149	100,770,301
6.010 - Excess of Rev Over/(Under) Exp	3,164,479	(2,756,120)	(6,454,153)	(9,655,203)	(13,487,559)	(17,410,556)
7.010 - Cash Balance July 1 (No Levies)	32,090,244	35,254,723	32,498,604	26,044,450	16,389,247	2,901,688
7.020 - Cash Balance June 30 (No Levies)	35,254,723	32,498,604	26,044,450	16,389,247	2,901,688	(14,508,868)
		Reservations				
8.010 - Estimated Encumbrances June 30	500,000	500,000	500,000	500,000	500,000	500,000
9.080 - Reservations Subtotal	-	457,699	457,699	457,699	457,699	457,699
10.010 - Fund Bal June 30 for Cert of App	34,754,723	31,540,905	25,086,751	15,431,548	1,943,989	(15,466,567)
Rev from Replacement/Renewal Levies						
11.010 & 11.020 - Renewal Levies		-	-	-	-	-
11.030 - Cumulative Balance of Levies	-	-	-	-	-	-
12.010 - Fund Bal June 30 for Cert of Obligations	34,754,723	31,540,905	25,086,751	15,431,548	1,943,989	(15,466,567)
Revenue from New Levies						
13.010 & 13.020 - New Levies		-	-	-	-	-
13.030 - Cumulative Balance of New Levies	-	-	-	-	-	-
15.010 - Unreserved Fund Balance June 30	34,754,723	31,540,905	25,086,751	15,431,548	1,943,989	(15,466,567)

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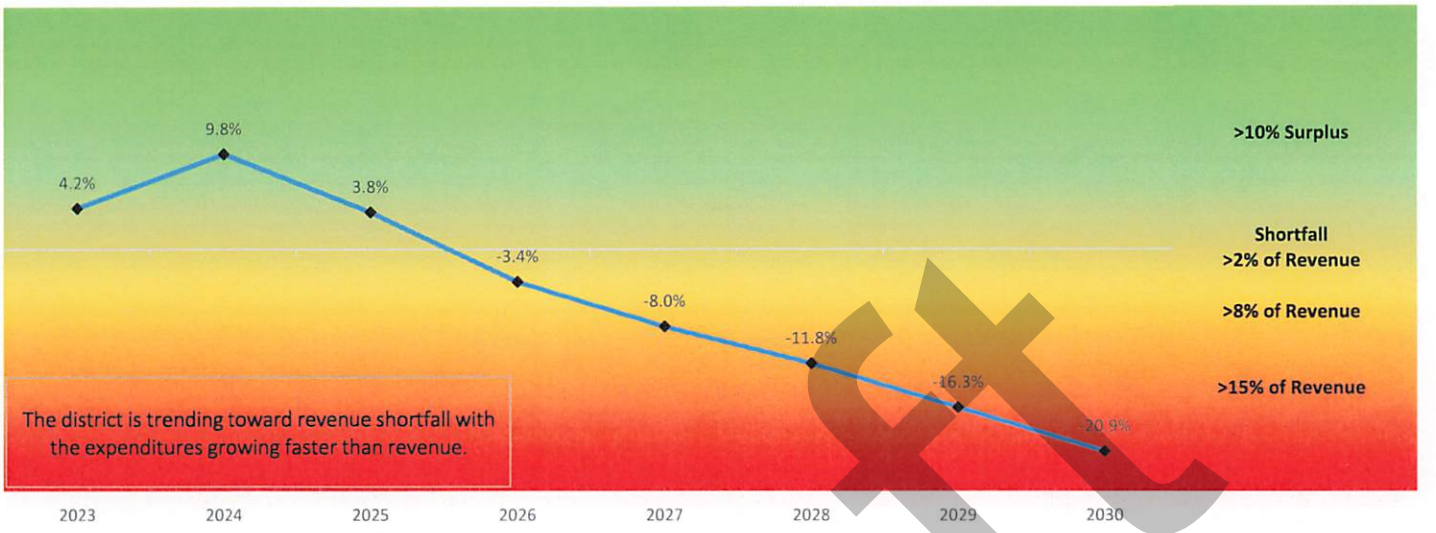
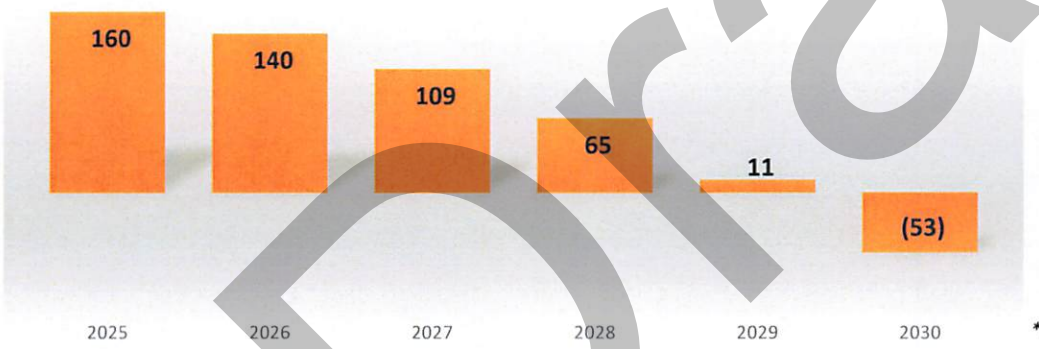
Revenue Surplus/(Shortfall) - Current Forecast



Days Cash on Hand - Current Forecast

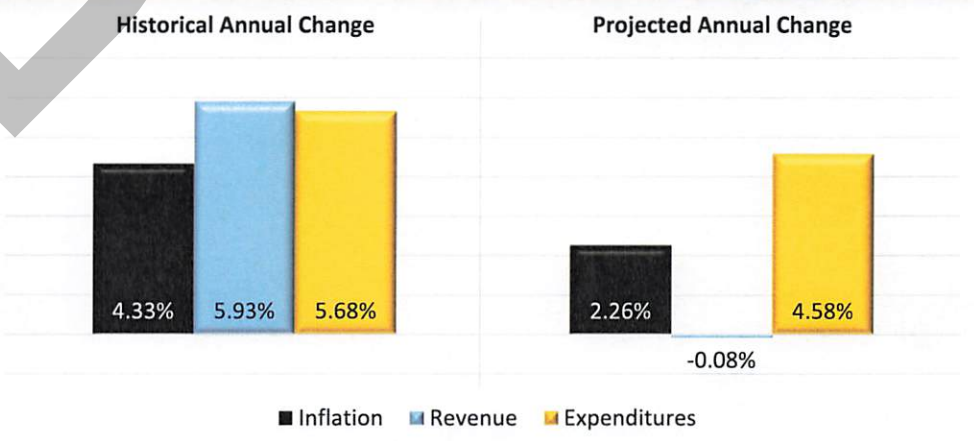


Days cash on hand is projected to decline and is projected to be negative by 2030.

*based on 365 days

5-Year Average Annual Change - Inflation, Revenue and Expenditures

Average projected annual expenditure change is greater than inflation, and more than revenue.



CPI (Inflation) Source: Federal Reserve Bank of St. Louis (July 1, 2025)
https://alfred.stlouisfed.org

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Revenue Surplus/(Shortfall) - Current Compared to Prior Forecast

	2023	2024	2025	2026	2027	2028	2029
Prior Forecast	4.2%	9.8%	3.8%	-2.5%	-5.1%	-7.0%	-11.2%
Current Forecast	4.2%	9.8%	3.8%	-3.4%	-8.0%	-11.8%	-16.3%

Days Cash on Hand - Current Compared to Prior Forecast

Days cash on hand is forecasted to decline, and is similar to the prior forecast trend.

*based on 365 days

Revenue and Expenditure Variances - Current Compared to Prior Forecast

	Revenue Variance	
Cumulative Unfavorable Revenue Variance	-2.02%	($8,494,169)
Largest Revenue Variances		
1.01 Real Estate	-1.82%	($7,649,251)
1.050 - State Reimb Prop Tax Credits	-0.17%	($713,538)
1.02 Pub Utility	-0.06%	($269,149)
All Other Revenue Categories	0.03%	$137,768

The current revenue forecast is down by 2.02% compared to the prior forecast.

NET cumulative forecast impact for the forecast period 2025 - 2029 of Revenue and Expense variances is -2.47% (or -$10,454,568).

The current forecast for expenditures is up by 0.45% compared to the prior forecast.

Expenditure Variance		
0.45%	$1,960,399	Cumulative Unfavorable Expenditure Variance
Largest Expenditure Variances		
0.45%	$1,960,400	3.04 Supplies
0.00%	($1)	3.03 Purchased Serv.
0.00%	$0	3.02 Benefits
0.00%	($0)	All Other Expenditure Categories

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Forecast Compare $$ Variance

Current Over/(Under) Prior

	Actual	FORECASTED			
	2025	2026	2027	2028	2029
Revenue: 1.01 Real Estate	0	(166,228)	(1,603,803)	(2,848,928)	(3,030,292)
1.02 Pub Utility	0	53,979	(75,023)	(121,128)	(126,977)
1.03 Income Tax	-	-	-	-	-
1.035,1.040 State	(1)	431,966	(107,625)	(97,574)	(89,000)
1.050 - State Reimb Prop Tax Credits	0	316	(137,305)	(281,719)	(294,830)
1.060 All Other	0	0	0	(0)	(0)
2.010-2.060 Other Sources	0	0	0	0	0
Levy Renewals	-	-	-	-	-
Total 2.08 Rev plus Renewals	1	320,034	(1,923,755)	(3,349,349)	(3,541,099)
Total 2.08 Revenue Percentage Change	0.0%	0.4%	-2.3%	-3.9%	-4.1%

The table above reflects the net change in revenue when comparing the current forecast results to the forecast submitted to Ohio DEW in October.

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Property Tax Reform Impact - Retrospective Look

Tax Years 2023, 2024, and 2025

District's Outside Millage "Floor" Status Before Property Tax Reform

Class I	TY 2023	TY 2024	TY 2025
Inside Millage	4.4	4.4	4.4
Effective Outside Millage	15.6	15.6	15.6
Effective Inside + Outside Millage	20.0	20.0	20.0

Before property tax reform, H.B. 920 prevented inside plus outside millage from dropping below the 20-mill floor, resulting in large increases in taxpayer bills after reappraisals.

Class I Property Values Change	TY 2023	TY 2024	TY 2025
Reappraisal or Update Year	Yes	No	No
Percent of District in Reappraisal/Update	100.0%	0.0%	0.0%
Class I Combined Change	35.3%	0.5%	0.6%
New GDP-D Allowed Growth	13.0%	15.4%	13.3%

Do local taxpayers qualify for prior property tax relief in the way of Credits or Millage reductions?

Millage Change	TY 2023	TY 2024	TY 2025
Combined Ag/Residential Inflation	35.3%	0.5%	0.6%
Outside Millage Reduction	0.0	(0.0)	(0.0)
Percentage Change in Millage	0.0%	0.0%	0.0%

Taxpayer Credits	TY 2023	TY 2024	TY 2025
If at the floor and exceeded GDP-D Growth	$ (3,468,958)	$ -	$ -

H.B. 186 taxpayer credits can occur when a district was at the millage floor and the reappraisal or update growth exceeded GDP-D. Otherwise, no credits are generated.

H.B. 186 credits should apply to 2nd half tax year

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Property Tax Reform - Prospective Look

Tax Years 2026, 2027, 2028, and 2029

Does projected property value Reappraisal/Update/Inflation exceed cumulative GDP-D?

	TY 2025	TY 2026	TY 2027	TY 2028	TY 2029
Reappraisal or Update Year	No	Yes	No	No	Yes
Percent of District in Reappraisal/Update	0.0%	100.0%	0.0%	0.0%	100.0%
Class I Combined Change	0.6%	12.1%	0.4%	0.4%	0.3%
GDP-D	13.3%	9.2%	8.0%	8.1%	7.7%

With Property Tax Reform, how are projected tax rates responding to property value inflation?

	TY 2025	TY 2026	TY 2027	TY 2028	TY 2029
Inside Millage Class I & II*	4.4	4.4	4.4	4.4	4.4
Millage Change	0.0	0.0	0.0	0.0	0.0
Percentage Change in Millage	0.0%	-0.8%	0.0%	0.0%	0.0%

*Starting in TY 2026, H.B. 335 provides for the County Budget Commission to reduce inside millage when reappraisal exceeds GPD-D

	TY 2025	TY 2026	TY 2027	TY 2028	TY 2029
Outside Millage	15.6	13.9	13.9	13.8	13.8
Millage Change	0.0	-1.7	0.0	0.0	0.0
Percentage Change in Millage	0.0%	-8.4%	-0.3%	-0.3%	-0.3%
Fixed Sum Millage	16.0	14.6	14.5	14.5	14.4
Millage Change (no change)	-0.1	-1.4	-0.1	-0.1	-0.1
Percentage Change in Millage	-0.7%	-8.8%	-0.4%	-0.4%	-0.4%

	TY 2025	TY 2026	TY 2027	TY 2028	TY 2029
Total Effective Rate (Inside+Outside+Fixed Sum)	36.0	32.9	32.8	32.7	32.6

***Beginning with the first reappraisal or update cycle occurring in tax year 2026 or after, H.B. 129 includes fixed sum levies in the district floor calculation.

Does the Reappraisal/Update/Inflation generate taxpayer credits?

	TY 2025	TY 2026	TY 2027	TY 2028	TY 2029
H.B. 186 - Calculated Credit if at 20 Mill Floor	$ -	$ -	$ -	$ -	$ -

***H.B. 186 credits are only for districts at the floor, if H.B. 129 and the inclusion of fixed-sum levies may bring districts off the floor and end credits.

Is the district modeling county budget commission imposed homestead and owner-occupied credit increases?

	FY 2026	FY 2027	FY 2028	FY 2029
Homestead/Owner-Occupied Credits	$ -	$ (0)	$ (0)	$ (0)

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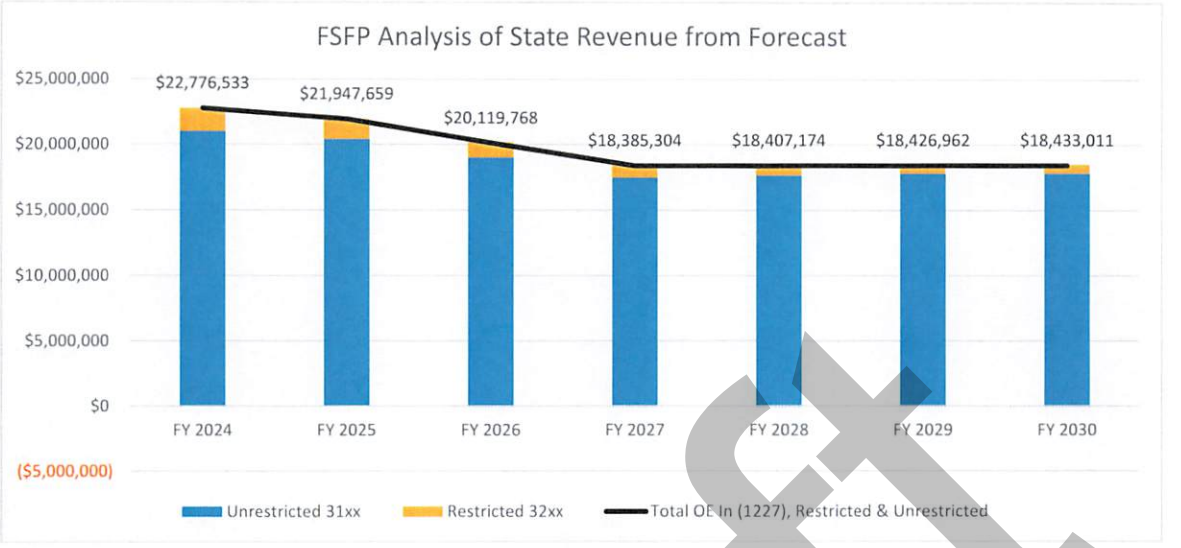
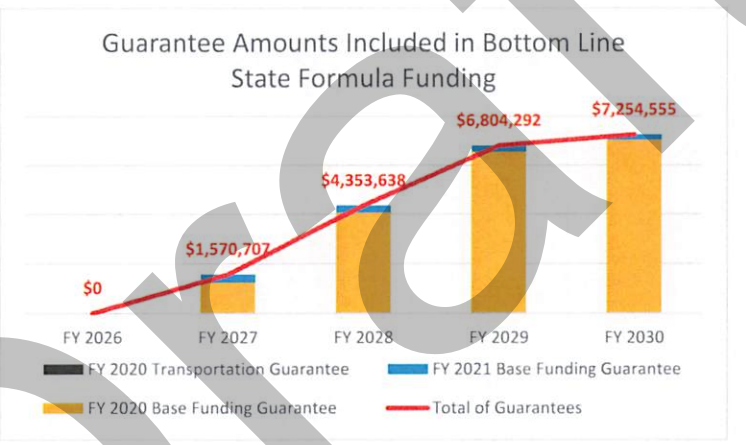
State Foundation Funding Results





	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Base Cost Per Pupil Total Funding	$8,142	$8,145	$8,146	$8,149	$8,149
Local Share	73.3%	80.9%	85.6%	89.7%	90.0%
State Share	26.7%	19.1%	14.4%	10.3%	10.0%

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Property Tax Reform Disclosure Items

The Ohio Department of Taxation, county auditors, and other partners are actively working through interpertation and implementation of property tax reform. As details are finalized, assumptions may evolve and updated forecasts may be necessary.

Property Tax Reform includes the following pieces of legistlation:

H.B. 129 revises the 20-mill floor calculation to include fixed-sum levies. Impact begins in first update/ reappraisal cycle after tax year 2025.

H.B. 186 limits revenue increases associated with the 20-mill and 2-mill floors to inflation measured by three years of Gross Domestic Product Deflator (GDP-D) change. Taxpayers are given a credit based on update/reappraisal changes beginning in Tax Year 2023; credits are recalculated with each update/reappraisal. Districts first experience a fiscal impact in FY 2027 the impact represents full Tax Year 2025 revenue loss and one half of Tax Year 2026 revenue loss. In FY2028 and beyond the impact is only one year of revenue loss. Districts above the floor are not eligible for Inflation Cap Credits. DEW will reimburse districts on the 2023/2024 reappraisal cycles for the credit until the next reappraisal/ update cycle (2026/2027).

H.B. 335 caps inside millage revenue growth due to inflation. Beginning with update/reappraisal in tax year 2026 requires County Budget Commission to adjust inside millage rates to limit real property revenue increases to GDP-D growth over the three preceding years. Reduction applies to real and public utility personal property.

H.B. 96 allows counties to offer a property tax exemption that "piggy-backs" on existing state homestead exemption and owner-occupied credit. Unlike existing credit and exemption the piggy-back amounts are not reimbursed to the district by the state.

The Gross Domestic Product Delfator (GDP-D) is estimated based on available data from the U.S. Bureau of Economic Analysis (BEA) and Federal Reserve Bank's forward inflation expectation rate.

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