

**WESTLAKE CITY SCHOOLS
BOARD OF EDUCATION AGENDA**

**Monday, April 23, 2007 – 5:30 p.m. – Regular Meeting
Administration Building – Board Room
27200 Hilliard Blvd.**

Tentative Agenda – Items may be added or deleted prior to meeting.

Call to Order Time: _____

Roll Call:

Mrs. D'Ettorre Wargo _____
Mr. Mays _____
Mr. Beal _____
Mr. O'Malley _____
Ms. Rocco _____

Pledge of Allegiance

Acknowledgment of Visitors

Approval of Agenda

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____
Mr. Mays _____
Mr. Beal _____
Mr. O'Malley _____
Ms. Rocco _____

*Hearing of Public (15 Minutes) Agenda Items

A. Approval of Minutes

1. Work Session of March 12, 2007

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____
Mr. Mays _____
Mr. Beal _____
Mr. O'Malley _____
Ms. Rocco _____

2. Regular Meeting of March 19, 2007

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____
Mr. Mays _____
Mr. Beal _____
Mr. O'Malley _____
Ms. Rocco _____

3. Special Meeting of March 20, 2007

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

4. Special Meeting of March 22, 2007

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

B. Special Reports and Recognitions

- | | |
|--|-------------|
| 1. Resolution to Recognize Westlake Music Boosters | Exhibit B-1 |
| 2. Resolution to Recognize LBMS Students for Scholastic Art Show | Exhibit B-2 |
| 3. Resolution to Recognize LBMS Students for Ohio Math League Competition | Exhibit B-3 |
| 4. Resolution to Recognize LBMS Students for <i>MathCounts</i> Competition | Exhibit B-4 |
| 5. Resolution to Recognize LBMS Student for Spelling Bee Competition | Exhibit B-5 |
| 6. Resolution to Recognize LBMS Students for Geography Bee Competition | Exhibit B-6 |
| 7. Resolution to Recognize WHS Students for Scholastic Art Show | Exhibit B-7 |
| 8. Resolution to Recognize WHS Students for Band & Orchestra Competition | Exhibit B-8 |

C. Superintendent's Report – CARES Program – Bassett

D. Treasurer's Report/Recommendations

1. Financial Update

2. Action Items

- | | |
|--|---------------|
| a. Resolution to Establish Appropriations | Exhibit D-2-a |
| b. Resolution to Authorize Treasurer to Return Advance | Exhibit D-2-b |
| c. Resolution to Adjust FY07 Appropriations | Exhibit D-2-c |
| d. Resolution to Approve Pay Schools | Exhibit D-2-d |

E. CAC Report

F. New Business

1. Action Items

- | | |
|--|-----------------|
| a. Resolution to Accept Gifts and Contributions | Exhibit F-1-a |
| b. Resolutions to Approve Staff Recommendations | |
| 1. Resolution to Approve FMLA, Substitutes and Employment Change for Certificated Staff Members | Exhibit F-1-b-1 |
| 2. Resolution to Approve Employment, Changes, Substitutes, Workers Compensation Leave and Medical Leave for Classified Staff Members | Exhibit F-1-b-2 |
| 3. Resolution to Approve Resignation for the Purpose of Retirement | Exhibit F-1-b-3 |

- | | |
|---|-----------------|
| 4. Resolution to Approve Job Sharing for Certificated Staff Members | Exhibit F-1-b-4 |
| 5. Resolution to Approve Continuing and Limited Contracts for Certificated Staff Members | Exhibit F-1-b-5 |
| 6. Resolution to Approve Supplemental Contracts | Exhibit F-1-b-6 |
| 7. Resolution to Approve Resignation of Administrative Staff Member | Exhibit F-1-b-7 |
| 8. Resolution to Approve Unpaid Leave of Absence | Exhibit F-1-b-8 |
| c. Resolution to Approve Agreements for Tuition Pupils | Exhibit F-1-c |
| d. Resolution to Approve Payment in Lieu of Transportation | Exhibit F-1-d |
| e. Resolution to Endorse Staff Appreciation Week | Exhibit F-1-e |
| f. Resolution to Discourage Use of Alcohol and Driving of Vehicles Under the Influence | Exhibit F-1-f |
| g. Resolution to Approve Transportation for Summer Field Trips | Exhibit F-1-g |
| h. Resolution to Approve KidzArt Camp Link Summer Enrichment Classes | Exhibit F-1-h |
| i. Resolution to Approve Rainbow Play Collaboration | Exhibit F-1-i |
| j. Resolution to Accept Bids for and to Award District Network Infrastructure Upgrade Bid | Exhibit F-1-j |
2. Discussion Items
- | | |
|---|-----------------|
| a. Second Reading of Revised Board of Education Policy JFC-R – Student Conduct (Zero Tolerance) | |
| 1. Resolution to Adopt Policy JFC-R – Student Conduct (Zero Tolerance) | Exhibit F-2-a-1 |
| b. First Reading of Parkside Intermediate School Student/Parent Handbook | |
| c. First Reading of Lee Burneson Middle School Student/Parent Handbook | |

G. Director of Business Affairs Report

H. Director of Curriculum & Instruction Report

I. Board Items

- | | |
|---|-------------|
| 1. Resolution to Appoint Citizens Advisory Committee Alternates | Exhibit I-1 |
|---|-------------|

J. Executive Session – Discuss Sale of Property

Time _____

Motion by _____ :

Seconded by _____

Roll Call Vote:

Mrs. D’Ettorre	:	_____
Wargo		_____
Mr. Mays		_____
Mr. Beal		_____
Mr. O’Malley		_____
Ms. Rocco		_____

*Meeting Open to Public (15 Minutes)

K. Adjournment

Time _____

*The public may address the Board during the periods of the meeting designated for public participation. Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted three minutes until the total time allotted is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. The period of public participation may be extended by a vote of the majority of the Board present and voting.

RESOLUTION TO RECOGNIZE WESTLAKE MUSIC BOOSTERS

RESOLVED THAT

the Westlake Board of Education recognizes and congratulates the Westlake Music Boosters for being awarded the 2007 Outstanding Music Support Group by the Ohio Music Education Association.

Westlake Music Boosters

Deb Yandala, President

Mike Buck, Vice President

Motion by_____

Seconded by_____

Roll Call Vote:

Mrs. D'Ettorre Wargo_____

Mr. Mays_____

Mr. Beal_____

Mr. O'Malley_____

Ms. Rocco_____

RESOLUTION TO RECOGNIZE LEE BURNESON MIDDLE SCHOOL
FOR SCHOLASTIC ART & WRITING AWARDS

RESOLVED THAT

the Westlake Board of Education recognizes and congratulates the following Lee Burneson Middle School students for their participation and accomplishments in the National and Regional Scholastic Art & Writing Awards:

NATIONAL AWARD

Gold Key

Lauren Smith – Sculpture/Mask

REGIONAL AWARD

Gold Key

Kalin Ngo – Design/Basket

Lauren Smith – Sculpture/Mask

Honorable Mention

Daniel Dobish – Design/Basket

Motion by_____

Seconded by_____

Roll Call Vote:

Mrs. D'Ettorre Wargo_____

Mr. Mays_____

Mr. Beal_____

Mr. O'Malley_____

Ms. Rocco_____

RESOLUTION TO RECOGNIZE LEE BURNESON MIDDLE SCHOOL STUDENTS
FOR THE OHIO MATH LEAGUE COMPETITION

RESOLVED THAT

the Westlake Board of Education recognizes and congratulates the following Lee Burneson Middle School students for their participation and accomplishments in the Ohio Math League Competition:

OHIO MATH LEAGUE
STATE HONOR ROLL RECIPIENTS

7th Grade Division:

Thomas Carroll
Jennifer Chern
Jinsung Kim
Kyle Lathem
Ryan Milowicki

8th Grade Division:

Eunku Choi
Elizabeth Greco
Lynn Orfahli
Abhinay Ramachandran
Jack St. Marie

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO RECOGNIZE LEE BURNESON MIDDLE SCHOOL STUDENTS
FOR THE MATHCOUNTS COMPETITION

RESOLVED THAT
the Westlake Board of Education recognizes and congratulates the following Lee Burneson Middle School students for their participation and accomplishments in the MathCounts Competition:

MathCounts Team

1st Place Regional Award, 10th Place State Award

Abhinay Ramachandran, Team Captain
Colin Graber
Lila Greco
Jack St. Marie

MathCounts Individual Participation

Lila Greco	1st Place Regional, 12th Place State
Abhinay Ramachandran	2nd Place Regional
Ryan Milowicki	3rd Place Regional
Jack St. Marie	4th Place Regional
Kyle Lathem	5th Place Regional
Jennifer Chern	8th Place Regional
Colin Graber	9th Place Regional
Tom Carroll	Participation Award

Motion by_____

Seconded by_____

Roll Call Vote:

Mrs. D’Ettorre Wargo _____
Mr. Mays _____
Mr. Beal _____
Mr. O’Malley _____
Ms. Rocco _____

RESOLUTION TO RECOGNIZE LEE BURNESON MIDDLE SCHOOL STUDENTS
FOR THE CUYAHOGA COUNTY SPELLING BEE

RESOLVED THAT
the Westlake Board of Education recognizes and congratulates the following Lee Burneson Middle School student for her accomplishments in the Cuyahoga County Scripps Spelling Bee:

2nd Place
Arit Umana

Motion by _____
Seconded by _____
Roll Call Vote:
Mrs. D’Ettorre Wargo _____
Mr. Mays _____
Mr. Beal _____
Mr. O’Malley _____
Ms. Rocco _____

RESOLUTION TO RECOGNIZE LEE BURNESON MIDDLE SCHOOL STUDENTS
FOR THE STATE GEOGRAPHY BEE

RESOLVED THAT

the Westlake Board of Education recognizes and congratulates the following Lee Burneson Middle School student for his accomplishments in the State Geography Bee:

4th Place

Ryan Milowicki

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO RECOGNIZE WESTLAKE HIGH SCHOOL STUDENTS
FOR NATIONAL AND REGIONAL SCHOLASTIC ART SHOW

RESOLVED THAT

the Westlake Board of Education recognizes and congratulates the following Westlake High School and Westlake High School students for their participation and accomplishments in the National and Regional Scholastic Art Show:

NATIONAL AWARD

Gold Key

Lauren Voiers – Painting

REGIONAL AWARDS

Gold Key

Kaitlin Orr - Photography

Lauren Voiers – Painting

Silver Key

Charlene Burns – Painting

Greg Hodge – Ceramic/Glass

Sarah Ivancic – Ceramic/Glass

Honorable Mention

Caitlin Nugent – Painting

Lauren Voiers – Painting

Motion by_____

Seconded by_____

Roll Call Vote:

Mrs. D'Ettorre Wargo_____

Mr. Mays_____

Mr. Beal_____

Mr. O'Malley_____

Ms. Rocco_____

RESOLUTION TO RECOGNIZE WESTLAKE HIGH SCHOOL ORCHESTRA
AND BAND FOR THE FIESTA VAL 2007 COMPETITION

RESOLVED THAT

the Westlake Board of Education recognizes and congratulates the following Westlake High School Orchestra and Band students for their participation and accomplishments in the Fiesta Val 2007 Competition and receiving the *Grand Champion Trophy*:

FIESTA VAL 2007 – ATLANTA, GEORGIA

Westlake High School Orchestra, Marching Band, Majorettes, Debonaires, & Demonettes

Ray Walczuk, Director

Symphonic Band – 1st Place & Overall Best Band

Jazz Ensemble #1 – 1st Place & Overall Best Jazz Ensemble

Percussion Ensemble – 1st Place & Overall Best Percussion

String Orchestra – 1st Place

Majorettes – 1st Place

Debonaires – 1st Place

Demonettes – 1st Place

Jazz Ensemble #2 – 2nd Place

Concert Band – 2nd Place

Individual Special Achievement Awards

Nick Gonda – Alto Saxophone & Clarinet

Tony Kazel – Drums

Nathan Bishop – Trumpet

Stephanie Williams - Oboe

Jazz Ensemble #1 – Woodwind & Brass Sections

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO ESTABLISH APPROPRIATIONS

RESOLVED THAT
the Westlake Board of Education establishes the following appropriations:

HUGH LIVINGSTONE SCHOLARSHIP	
Account	Amount
007-4600-400-9073	\$1,000.00
Scholarship	

LINDA FOX LUSTENBERGER MEMORIAL SCHOLARSHIP	
Account	Amount
008-4600-400-9080	\$500.00
Scholarship	

JACKIE SCHAEFER MEMORIAL FUND	
Account	Amount
007-4600-400-9082	\$3,000.00
Scholarship	

Motion by _____
Seconded by _____
Roll Call Vote:
Mrs. D'Ettorre Wargo _____
Mr. Mays _____
Mr. Beal _____
Mr. O'Malley _____
Ms. Rocco _____

RESOLUTION TO AUTHORIZE TREASURER TO RETURN ADVANCE

RESOLVED THAT
the Westlake Board of Education authorizes the Treasurer to return the following advance:

From	To	Amount
Project Link (001-9111)	General Fund (001)	\$2,000.00

Motion by _____
Seconded by _____
Roll Call Vote:
Mrs. D'Ettorre Wargo _____
Mr. Mays _____
Mr. Beal _____
Mr. O'Malley _____
Ms. Rocco _____

RESOLUTION TO ADJUST FY07 APPROPRIATIONS

RESOLVED THAT

the Westlake Board of Education adjusts the following FY07 appropriations:

GENERAL FUND

Account	From	To	Difference
001-1100-100			
Instruction-Salaries	\$14,889,893.96	\$14,889,968.96	\$75.00
001-1100-200			
Instruction-Benefits	\$4,792,657.78	\$4,792,670.12	\$12.34
001-1100-400			
Instruction-Purchased Service	\$41,175.01	\$40,595.01	(\$580.00)
001-1100-500			
Instruction-Supplies	\$358,296.87	\$330,882.17	(\$27,414.70)
001-1100-600			
Instruction-Equipment	\$705,797.45	\$708,966.66	\$3,169.21
001-1200-500			
Special Education-Supplies	\$12,917.67	\$11,743.04	(\$1,174.63)
001-1200-600			
Special Education-Equipment	\$2,077.64	\$2,414.64	\$337.00
001-1300-500			
Vocational-Supplies	\$5,553.80	\$6,087.25	\$533.45
001-2100-400			
Support Services-Purchased Services	\$597,754.99	\$598,636.20	\$881.21
001-2100-500			
Support Services-Supplies	\$42,309.52	\$41,340.83	(\$968.69)
001-2100-600			
Support Services-Equipment	\$0.00	\$147.40	\$147.40
001-2200-400			
Support Services-Purchase Services	\$117,834.54	\$117,547.20	(\$287.34)
001-2200-500			
Support Services-Supplies	\$97,152.56	\$96,485.57	(\$666.99)
001-2200-600			
Support Services-Equipment	\$2,433.70	\$3,100.69	\$666.99

EXHIBIT D-2-c
(Continued)

001-2400-400			
Support Services-Purchased Services	\$271,788.99	\$270,491.47	(\$1,297.52)
001-2400-500			
Admin-Supplies	\$33,594.50	\$33,694.09	\$99.59
001-2600-400			
Business-Purchased Services	\$117,643.25	\$118,213.94	\$570.69
001-2700-400			
Maintenance-Purchased Services	\$1,601,726.44	\$1,626,368.48	\$24,642.04
001-2700-500			
Maintenance-Supplies	\$219,259.36	\$219,178.05	(\$81.31)
001-2800-500			
Transportation-Supplies	\$451,378.06	\$451,623.34	\$245.28
001-5300-400			
General Architect-Purchased Services	(\$1,490.98)	(\$400.00)	\$1,090.98
Total	\$24,359,755.11	\$24,359,755.11	\$0.00

PERMANENT IMPROVEMENT

Account	From	To	Difference
003-4500-600-9003			
Sport Oriented Activity-Equipment	\$12,658.84	\$10,178.84	(\$2,480.00)
003-5200-400-9003			
Site Improvement-Purchased Services	<u>\$29,890.89</u>	<u>\$32,370.89</u>	<u>\$2,480.00</u>
Total	\$42,549.73	\$42,549.73	\$0.00

FOOD SERVICE

Account	From	To	Difference
006-3100-100-9600			
Food Service-Salaries	\$344,000.00	\$276,675.94	(\$67,324.06)
006-3100-500-9600			
Food Services-Supplies	\$433,082.00	\$499,360.72	\$66,278.72
006-3100-600-9600			
Food Services-Equipment	<u>\$6,536.80</u>	<u>\$7,582.14</u>	<u>\$1,045.34</u>
Total	\$783,618.80	\$783,618.80	(\$0.00)

EXHIBIT D-2-c
(Continued)

PROJECT LINK

Account	From	To	Difference
011-2400-100-9111 Link Admin-Salaries	\$61,000.00	\$47,507.77	(\$13,492.23)
011-3200-500-9111 Link-Supplies	\$31,635.79	\$43,128.02	\$11,492.23
011-7400-900-9111 Link-Return of Advance	<u>\$6,000.00</u>	<u>\$8,000.00</u>	<u>\$2,000.00</u>
Total	\$98,635.79	\$98,635.79	\$0.00

SUPPORT FUND

Account	From	To	Difference
018-3900-500-9724 Sunshine - Teachers Lounge WHS	\$1,282.50	\$1,472.50	\$190.00
018-4600-500-9753 Inservice Supplies - Dover	\$7,205.35	\$5,747.25	(\$1,458.10)
018-4600-600-9753 Inservice Equipment - Dover	\$741.60	\$2,199.70	\$1,458.10
018-4600-500-9757 Inservice Supplies - Holly Lane	\$8,320.00	\$8,115.03	(\$204.97)
018-4600-600-9757 Inservice Equipment - Holly Lane	\$0.00	\$204.97	\$204.97
018-4600-500-9761 Inservice Supplies - Lee Burneson	\$197,752.10	\$197,539.61	(\$212.49)
018-4600-600-9761 Inservice Equipment - Lee Burneson	\$0.00	\$212.49	\$212.49
018-4600-500-9763 Inservice Supplies - Parkside	\$101,413.61	\$100,058.64	(\$1,354.97)
018-4600-600-9763 Inservice Equipment - Parkside	\$3,886.39	\$5,241.36	\$1,354.97
018-4600-500-9772 Music Programs - Hilliard	\$700.00	\$733.00	\$33.00

EXHIBIT D-2-c
(Continued)

018-4600-500-9777

Strings Music Programs - Lee Burneson

\$850.00

\$1,058.21

\$208.21

Total

\$322,151.55

\$322,582.76

\$431.21

ATHLETIC FUND

Account

From

To

Difference

300-4500-500-9500

Athletic Supplies - WHS

\$96,832.10

\$116,832.10

\$20,000.00

Total

\$96,832.10

\$116,832.10

\$20,000.00

MONTESSORI CHILDREN'S SCHOOL

Account

From

To

Difference

401-3200-500-9507

Supplies and Materials

\$21,748.54

\$20,238.74

(\$1,509.80)

401-3200-600-9507

Equipment

\$500.00

\$2,009.80

\$1,509.80

Total

\$22,248.54

\$22,248.54

\$0.00

ST. PAUL 2006-2007

Account

From

To

Difference

401-3200-500-9707

Supplies and Materials

\$18,852.22

\$25,350.00

\$6,497.78

401-3200-600-9707

Equipment

\$22,328.10

\$16,366.00

(\$5,962.10)

Total

\$41,180.32

\$41,716.00

\$535.68

ST. BERNADETTE 2006-2007

Account

From

To

Difference

401-3200-400-9807

Purchased Services

\$112,889.42

\$111,609.41

(\$1,280.01)

401-3200-500-9807

Supplies and Materials

\$75,214.89

\$38,340.00

(\$36,874.89)

401-3200-600-9807

Equipment

\$2,600.00

\$42,055.26

\$39,455.26

Total

\$190,704.31

\$192,004.67

\$1,300.36

EXHIBIT D-2-c
(Continued)

ETECH OHIO PROFESSIONAL DEVELOPMENT FY 07

Account	From	To	Difference
452-2200-100-9352			
Salaries and Wages	\$2,430.00	\$2,449.50	\$19.50
452-2200-200-9352			
Benefits	\$370.00	\$376.69	\$6.69
452-2200-400-9352			
Purchased Services	<u>\$500.00</u>	<u>\$473.81</u>	<u>(\$26.19)</u>
Total	\$3,300.00	\$3,300.00	\$0.00

INNOVATIVE PROGRAMS, TITLE V FY 07

Account	From	To	Difference
573-2200-100-9207			
Salaries and Wages	\$4,641.17	\$4,739.68	\$98.51
573-2200-200-9207			
Benefits	<u>\$824.66</u>	<u>\$726.15</u>	<u>(\$98.51)</u>
Total	\$5,465.83	\$5,465.83	\$0.00

**IMPROVING TEACHER QUALITY
TITLE II-A FY07**

Account	From	To	Difference
590-1100-100-9007			
Salaries and Wages	<u>\$32,945.17</u>	<u>\$32,943.62</u>	<u>(\$1.55)</u>
Total	\$32,945.17	\$32,943.62	(\$1.55)

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO AUTHORIZE TREASURER TO ENTER INTO
AN ELECTRONIC PARTICIPATION AGREEMENT WITH
LOCAL GOVERNMENT SERVICES, INC. (PAYSCHOOLS)

RESOLVED THAT
the Westlake Board of Education authorizes the Treasurer to enter into an Electronic Participation Agreement with Local Government Services, Inc. (PaySchools).

Motion by _____
Seconded by _____
Roll Call Vote:
Mrs. D'Ettorre Wargo _____
Mr. Mays _____
Mr. Beal _____
Mr. O'Malley _____
Ms. Rocco _____

RESOLUTION TO ACCEPT GIFTS AND CONTRIBUTIONS
(ORC 3313.36)

RESOLVED THAT

the Westlake Board of Education accepts with gratitude the following donations and in so doing hereby acknowledges the positive and supportive activities of those listed:

Sky Shore Prints Ms. Lisa Stanton P.O. Box 45199 Westlake, OH 44145	Donated \$25.00 cash and two original 40"x15" color air photos of Cleveland to WHBS-TV at Westlake High School. The photos will hang on the walls of Set #1 in Studio A and the cash will be used to purchase new digital videotapes.
Westlake Town Criers Mr. Thomas L. Hirz, Treasurer P.O. Box 45224 Westlake, OH 44145	Donated \$150.00 to the Athletic Department at Westlake High School to defray the cost of awards for the Frosh Boys Basketball Tournament.
Mr. Tom Margo, Neff Co. 214 East 13th Street Dover, OH 44622-1124	Donated \$35.00 to the Athletic Department at Westlake High School to defray athletic equipment costs.
Lights of Fun Mr. John Hew, CEO 27881 Clemens Road Westlake, OH 44145	Donated \$220.00 to the Principal's Inservice at Dover Elementary School to purchase products for our Positive Behavior Support Program.
Mr. and Mrs. Craig Smith 25850 Melibee Drive Westlake, OH 44145	Donated a storage shed for the Holly Lane courtyard at Holly Lane Elementary School to store bird feed and gardening tools.
Liberty Ford, Inc. 5500 Warrensville Center Road Maple Heights, OH 44137	Donated \$400.00 to the Athletic Department at Westlake High School to cover the cost of the timing system at the Westlake Relays.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE FMLA, SUBSTITUTES AND
EMPLOYMENT CHANGE FOR CERTIFICATED STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approves Parental Leave, FMLA, substitutes and employment change for certificated staff members as follows:

Parental Leave

Jennifer White Effective: 2007-2008 School Year

FMLA

Ann Peebles Effective: 02/26/07-05/18/07

Susan Tarr Effective: 04/16/07-05/11/07

Tony Hoty Effective: 03/26/07

Substitutes

Melissa Barner Devin Carman Cindy Monyak Gina Plow
Rebecca Trendell

Employment Change

Shannon Basile Contract: From 1.0 FTE to .5 FTE
Effective: 2007-2008 School Year

Christine Latham Contract: From 1.0 FTE to .5 FTE
Effective: 2007-2008 School Year

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE EMPLOYMENT, CHANGES, SUBSTITUTES,
WORKERS COMPENSATION LEAVE AND MEDICAL LEAVE OF ABSENCE
FOR CLASSIFIED STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approves employment, employment changes, substitutes, workers compensation leave and medical leave of absence for classified staff members for the 2006-2007 school year as follows:

<u>Employment:</u>	Sharon Bury WHS Asst. Cook	Effective: 05/01/07 Rate: Step 7, 6 Hrs/Day
	Theresa Thompson Baker/Kitchen Helper	Effective: 05/01/07 Rate: Step 3, 6 Hrs/Day
<u>Change In Employment:</u>	Carole Metzger Bus Driver	From: 5.5 Hrs/Day To: 6.0 Hrs/Day
<u>Substitutes:</u>	Carol Flannick Maureen Droba Michelle Yehlik	Transportation Secretary & Clerical Teacher Assistant Cleaner
<u>Medical Leave:</u>	Kim Michelich Joan Mitchell	Effective: 03/19/07 Effective: 04/23/07 – 06/08/07
<u>Workers Comp. Leave:</u>	Cathie Murphy	Effective: 02/13/07 – 03/27/07

Motion by: _____
 Seconded by: _____
 Roll Call Vote: _____
 Mrs. D'Ettorre Wargo _____
 Mr. Mays _____
 Mr. Beal _____
 Mr. O'Malley _____
 Ms. Rocco _____

RESOLUTION TO APPROVE STAFF RESIGNATION
FOR THE PURPOSE OF RETIREMENT

RESOLVED THAT

the Westlake Board of Education approves the following staff resignation for the purpose of retirement:

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Cheryl Masciere	Bookkeeper	07/01/07
Majorie Wahl	Intervention Specialist	07/01/07

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE JOB SHARING
FOR CERTIFICATED STAFF MEMBERS

RESOLVED THAT
the Westlake Board of Education approves job sharing pursuant to Article 14 of the negotiated agreement with the Westlake Teachers’ Association for the following certificated staff members for the 2007-2008 school year. The contract of these staff members shall be .50 FTE.

Claire Bookman & Kelli Butler	Parkside Intermediate	Intervention Specialist
Kim d’Acunzo & Lisa Forshey	Holly Lane Elementary	Grade 1
Shannon Basile & Christine Latham	Parkside Intermediate	Grade 6
Tracy Cannata & Michelle Kasunick	Dover Elementary	Grade 2

Motion by_____

Seconded by_____

Roll Call Vote:

Mrs. D’Ettorre Wargo	_____
Mr. Mays	_____
Mr. Beal	_____
Mr. O’Malley	_____
Ms. Rocco	_____

RESOLUTION TO APPROVE CONTINUING AND LIMITED CONTRACTS
FOR CERTIFICATED STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approves the following Continuing Contracts for certificated staff members for the 2006-2007 school year.

Continuing Contracts

James Bingham	Sarah Furey	Stacy Ryan	Anne Francis Zaborniak
Kimberly d'Acunzo .5 FTE	Drew Hovevar	David Titterington	Brendan Zepp
Donna Dieterich	Shaun Koski	Brittany Troy	

Limited Contracts

Stacey Abfall	Sarah Gorius	Rachael Lowery	Trudy Pauken
Kate Albert	Jodi Guzman	Brooke Martin	Lynn Pettyjohn
Michael Allan	Casandra Hardman	Amanda Maxhimer	Hun Piazza
Kelly Atkinson	Julie Hildebrand	Kathleen McGinty	Matthew Planisek
Larissa Betka	Mark Hollars	Kathy McGinty	Paula Reimueller .16 FTE
Dorothy Beyer	John Horwatt	Jennifer Medved	Donna Richards
Jeanne Bishop .2 FTE	Jeff Huber	Katherine McGlynn	Jennifer Riley .7 FTE
Amy Butcher	Elizabeth Huffman	Chris Milano	Eneida Ruiz
Erin Blahnik	Kristine Ingham	Laura Miller	Cara Santora
Kimberly Cerrito	Scott Jones	Nicholas Miller	Jacob Schober
Sarah Clark	Ann Marie Keel	Jessica Molenaar	Sandy Sopko
Jon Cuomo	Brianne Kenneally	Sarah Neville	Sandra Stanley
Kathy D'Ettorre	Lindsay Kiktavy	Jacy Nichols	Julie Szucs
Jessica Dorin	Joanna Knopf	Simon O'Doherty	Susan Weitzel
Carol Fisher	Dolores Kucllo	Keith Ohnaus	Ashley Witman
Geoff Freidrich	Christine Latham .5 FTE	Lisa Patton	Michael Wooley

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE SUPPLEMENTAL CONTRACTS
(In-District and Out-of-District)

RESOLVED THAT

the Westlake Board of Education approves the following supplemental contracts (in-district and out-of-district) for the 2006-2007 school year.

<u>Name</u>	<u>Position</u>	<u>In District</u>	<u>Step</u>
	<u>Employment</u>		
Kelly Carpenter	LBMS Assistant Girls Track Coach (contract increased from 50% to 100%)	N	1

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Bill Bongers	WHS Lacrosse Club Coach (to be reimbursed to Westlake City Schools by WHS Lacrosse Club)	\$3,000

NOTE: Supplemental contract positions are advertised as required by State Standard OAC-3301-27-01 et. seq. The individuals recommended above were determined to be the most qualified applicants.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE RESIGNATION
OF ADMINISTRATIVE STAFF MEMBER

RESOLVED THAT

the Westlake Board of Education accepts and approves the resignation of the following
administrative staff member:

Resignation:

Antoinette Kopac
Director of Transportation

Effective May 1, 2007

Motion by_____

Seconded by_____

Roll Call Vote:

Mrs. D'Ettorre Wargo_____

Mr. Mays_____

Mr. Beal_____

Mr. O'Malley_____

Ms. Rocco_____

RESOLUTION TO APPROVE UNPAID LEAVE OF ABSENCE

RESOLVED THAT

the Westlake Board of Education approves request for unpaid leave of absence for a certificated staff member as follows:

Unpaid Leave of Absence

Chad Pado Effective: 08/27/2007 – 01/17/2008

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE AGREEMENTS FOR ADMISSION OF TUITION PUPILS
AND CONTRACTS FOR SERVICES

RESOLVED THAT

the Westlake Board of Education approves the following Agreements for Admission of Tuition Pupils and Contracts for the 2006-2007 school year:

Agreements:

Cleveland Heights-University Heights City School District

Motion by_____

Seconded by_____

Roll Call Vote:

Mrs. D'Ettorre Wargo_____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE PAYMENT IN LIEU OF TRANSPORTATION

RESOLVED THAT

the Westlake Board of Education approves payment in lieu of transportation during the 2006-2007 school year in the amount of \$172 per child for the following student:

Brian Maloney

St. Mark Catholic School

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION ENDORSING STAFF APPRECIATION WEEK
(May 7-11, 2007)

WHEREAS, May 7-11, 2007, has been declared Staff Appreciation Week, and

WHEREAS, the Westlake City School District has the benefit of a caring, capable staff, and

WHEREAS, the school staff serve in partnership with the parents of our community's children, and

WHEREAS, the staff is at the heart of a quality educational program, and

WHEREAS, the effectiveness of the school program requires the cooperation and participation of the entire school family, and

WHEREAS, the Westlake school staff has demonstrated a strong commitment to establishing and maintaining quality educational programs, and

WHEREAS, the Westlake community appreciates the dedicated efforts of the staff,

NOW, THEREFORE, BE IT RESOLVED, the Westlake Board of Education declares May 7-11, 2007, as Westlake Staff Appreciation Week. The Westlake Board of Education extends to all members of the staff their sincerest appreciation for the continuing efforts to provide quality education to each Westlake students.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO DISCOURAGE USE OF ALCOHOL
AND DRIVING OF VEHICLES UNDER THE INFLUENCE

WHEREAS, the Board of Education is concerned about the welfare of students in this and all school districts, and

WHEREAS, the Board is aware of the custom of receptions for graduating senior high school students, and

WHEREAS, we deplore and discourage the use of alcohol by underage persons, and the driving of motor vehicles by anyone who has been drinking, and

WHEREAS, we wish to aid an effort to reduce and halt alcohol-related injuries and death,

THEREFORE, BE IT RESOLVED, that the Board of Education requests that parents and other adults refrain from providing alcohol to students and other minors, and that all citizens refrain from drinking and driving.

Motion by_____

Seconded by_____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

**RESOLUTION TO APPROVE TRANSPORTATION FOR
SUMMER FIELD TRIPS AND INSPECTIONS**

RESOLVED THAT

the Westlake Board of Education approves transportation for the following summer field trips and inspections:

Bus Inspections	July 10 & August 7, 2007	Westlake Schools Bus Garage
St. John Westshore Festival of Arts	July 14, 2007	2 Shuttle Buses from Church on the Rise
Five Seasons Sports Club	July 12, 2007 July 17, 2007 August 2, 2007 August 15, 2007	Classic Park Swings-n-Things Jacobs Field Great Lakes Science Center
Camp Link – Bassett	June 13, 20, 27, 2007 August 1, 8, 15, 2007	July 11, 18, 25, 2007
Camp Link – Burneson	June 14, 21, 28, 2007 August 2, 9, 16, 2007	July 12, 19, 26, 2007
Goddard School	June 28, July 6, 2007 August 7, 13, 16, 2007	LENSC, Fairview Lanes Botanical Gardens, Zoo, NASA
Lakeshore Day Camp	June 18 – 26, 2007	No Fridays
Safety Town	June 14, 23, 28, July 12, 2007 June 18, July 2 & 16, 2007	WHS Westlake Fire Station

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE KIDZART
CAMP LINK SUMMER ENRICHMENT CLASSES

RESOLVED THAT

the Westlake Board of Education approves the collaboration between Camp Link and KidzArt to provide three summer art enrichment classes at Bassett Camp Link and Burneson Camp Link commencing the weeks of June 18, July 16, and July 30, 2007.

Motion by_____

Seconded by_____

Roll Call Vote:

- Mrs. D’Ettorre Wargo _____
- Mr. Mays _____
- Mr. Beal _____
- Mr. O’Malley _____
- Ms. Rocco _____

RESOLUTION TO APPROVE RAINBOW PLAY
CAMP LINK SUMMER ENRICHMENT CLASSES

RESOLVED THAT

the Westlake Board of Education approves the collaboration between Camp Link and Rainbow Play to provide weekly enrichment classes at Bassett Camp Link and Burneson Camp Link commencing the week of June 18 and concluding the week of July 30, 2007.

Motion by_____

Seconded by_____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO ACCEPT BIDS FOR AND TO AWARD DISTRICT
NETWORK INFRASTRUCTURE UPGRADE BID

WHEREAS, bids were solicited by advertisement by the Westlake City School District for the District Network Infrastructure Upgrade as required by law, received, and publicly opened April 17, 2007, and

WHEREAS, the following bids were received and selected:

<u>Vendor Name</u>	<u>Base Bid</u>	<u>Maintenance Support Bid</u>	<u>Total Bid</u>
Smart Solutions	\$34,900	Included	\$34,900
Bailey Communications	\$16,000	\$18,234	\$34,234
MCPC	\$21,800	\$15,000	\$36,800

WHEREAS, reference checks and a review of submitted bid documents demonstrate that Bailey Communications is the lowest responsive, responsible bidder for the Total Bid,

NOW, THEREFORE, BE IT RESOLVED THAT the Westlake Board of Education awards the District Network Infrastructure Upgrade project bid to Bailey Communications of North Olmsted, Ohio, for the Total Bid amount of \$34,234 and that the Board President and Treasurer are authorized to sign the contract.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Mays _____

Mr. Beal _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO ADOPT REVISED POLICY JFC-R –
STUDENT CONDUCT (ZERO TOLERANCE)

RESOLVED THAT
the Westlake Board of Education adopts revised Board of Education Policy JFC-R – Student
Conduct (Zero Tolerance).

Motion by_____

Seconded by_____

Roll Call Vote:

Mrs. D’Ettorre Wargo	_____
Mr. Mays	_____
Mr. Beal	_____
Mr. O’Malley	_____
Ms. Rocco	_____

RESOLUTION TO APPOINT INCOMING MEMBERS AND ALTERNATES
FOR THE CITIZENS ADVISORY COMMITTEE

RESOLVED THAT

the Westlake Board of Education appoints the following incoming alternates to the Citizens Advisory Committee:

<u>Alternate Name</u>	<u>Term Expires</u>
Sandra Hazners	August 2008
Cecilia Steinman	August 2008

Motion by_____

Seconded by_____

Roll Call Vote:

Mrs. D'Ettorre Wargo_____

Mr. Mays_____

Mr. Beal_____

Mr. O'Malley_____

Ms. Rocco_____

File: JFC-R
STUDENT CONDUCT (Zero Tolerance)

SECTION 1

These examples of misconduct will generally result in the following penalties that are cumulative for any offense in this section. The principal may modify this sequence based on circumstances.

<u>OFFENSE</u>	<u>CONSEQUENCE</u>
1 st	Up to 3-day Suspension and/or Saturday Alternative School or Extended school day
2 nd	5-day suspension
3 rd	10-day suspension and recommendation for expulsion
4 th	10-day suspension and recommendation for expulsion

Rule 1 - Disruption of School/Misconduct

A student shall not, by use of violence, force, noise, coercion, threat, harassment, intimidation, fear, passive resistance or any other conduct, cause, attempt, or threaten to cause the disruption or obstruction of any lawful mission process, activity, or function of the school including all curricular and extracurricular activities. Neither shall any student urge other students to engage in such conduct for the purpose of causing, attempting, or threatening to cause the disruption or obstruction of any lawful mission, process, activity, or function of the school including all curricular and extracurricular activities.

Misconduct prohibited by this rule includes, but is not limited to:

- A. setting fire, or attempting to set fire to, damaging or attempting to damage any school building or property;
- B. continuously and intentionally making noise or acting in a manner which attempts to or does interfere with a teacher's ability to conduct a class or extracurricular activity;
- C. making, by telephone, letter or other means a threat to damage or destroy any school property or to disrupt any school-sponsored or related activity, function or event on or off school grounds; or,
- D. engaging in any activity or conduct that endangers students, employees or guests at the school.

Rule 2 - Inappropriate Language

No student shall use profane, vulgar, racially or religiously derogatory, abusive, or otherwise disrespectful language in any school building areas during school hours or at any school-sponsored or related activities or events. Neither shall any students use profane, vulgar, or other improper gestures, publications, pictures or signs, nor engage in any socially or sexually improper behavior.

Rule 3 - Truancy and Tardiness

Students are required by law to regularly attend school. A student shall not be absent from an assigned location for all or part of any school day without school authorization and parental consent, and shall be considered truant when he/she is absent from school for any portion of the school day. Excessive tardies shall be considered truancy. Leaving the school building and/or grounds without permission is truancy.

When the building principal advises the superintendent that a student of compulsory school age has been absent without legitimate excuse for more than 10 consecutive days, or a total of at least 15 days in any term or semester, the following procedure will apply:

- A. The superintendent will notify, in writing, the student and his/her parent, guardian or custodian that information regarding the student's absences has been provided to the superintendent, and that, as a result the student's driving privileges will be denied. This notification will also state that the student and his/her parent, guardian or custodian may appear before the superintendent or designee to challenge the information provided to the superintendent.
- B. The notice from the superintendent to the student must set forth the information received and must include the date, time and place of the hearing. The hearing must be scheduled between three and five days after the notification is given unless an extension is requested by the student, parent, guardian or custodian and is granted by the superintendent. If granted, the superintendent must notify the student, and the parent, guardian or custodian of the date, time and place of the new hearing.
- C. At the hearing before the superintendent or designee, the student will have an opportunity to present evidence that he/she has not been habitually absent without legitimate excuse. Under Ohio law, "legitimate excuse" includes, but is not limited to:
 - 1. enrollment in another school or school district in Ohio or another state;
 - 2. possession of an age and schooling certificate;
 - 3. a bodily or mental condition that prohibits attendance under ORC 3321.04 or
 - 4. participation in a home instruction program in accordance with ORC 3321.04.
- D. If a habitually absent student does not appear at a hearing before the superintendent or designee, or if the student does not convince the superintendent or designee that the absences are legitimate, the superintendent must notify the registrar of the Bureau of Motor Vehicles (BMV) and the County Juvenile Judge. Such notification must be given to the registrar of the BMV and the Juvenile Judge within two weeks of the receipt of the information regarding habitual absences, or if a hearing for the student is held, within two weeks after the hearing.

Notification to the registrar of the BMV and the Juvenile Judge must comply with ORC 3319.321 and the Family Educational Rights and Privacy Act of 1974 (FERPA) and accompanying regulations.

The registrar of the BMV is required to suspend the temporary instruction permit or driver's license of any student who is the subject of such a notice. If a temporary permit or license has not yet been issued for that student, the registrar is prohibited from issuing a temporary permit or a license.

The denial of a student's driving privileges will remain in effect until the student reaches age 18 or until the denial is permitted for another reason allowed by Ohio law. In accordance with Ohio law, a student whose driving privileges have been denied can file a petition with the juvenile court in the jurisdiction where he/she resides.

Rule 4 - Unauthorized Sale or Distribution

Distribution or selling unauthorized materials on school property, or attempting to distribute or sell such items, is not permitted.

Rule 5 - Forgery/False Reports

No student shall cheat, lie, prefabricate, deceive, use crib notes, receive or disseminate answers to a test, or falsify records. Neither shall any student forge, falsify, distort or misrepresent (in verbal or written form) dates, times, addresses, grades, signatures or other data contained in any communication to or from the school. Any student who assists or participates in any of the above actions on a secondary basis shall also be subject to discipline.

Rule 6 - Academic Dishonesty

No student shall fraudulently, dishonestly or deceptively obtain and use the work of another, or otherwise violate a teacher's reasonable requirements with respect to proper test taking or the completion of work assignments. Neither shall any student assist another student in the pursuit of academic dishonesty by providing information or by any other means. For purposes of this Policy, work is broadly construed and includes without limitation, ideas, writings, works in progress, completed work product, examination questions and examination answers. Any student who misappropriates or plagiarizes someone's work, assists another in such misappropriation or otherwise engages in academic dishonesty shall not obtain credit for the work in question and shall be subject to other disciplinary action.

Rule 7 - Trespass/Loitering

- A. No student shall enter upon school grounds or enter any school building to which the student is not assigned, either during or after school hours, except with express permission of the building principal or for purposes of attending or participating in a school-sponsored event in which his/her regularly assigned school is involved or where students from his/her regularly assigned school have been invited to attend or participate.
- B. A student who is already the subject of an emergency removal, a suspension or an expulsion shall not enter upon any District property without the express permission of the principal.
- C. Loitering is defined as a student's presence in a restricted area at an authorized time. This includes the student parking lot; no student is to be in the parking lot during school without an administrator's permission.

Rule 8 - Repeated Violations of School Rules

No student shall repeatedly fail to comply with school rules and regulations or with directions of teachers, student teachers, teacher aides, principals or other authorized school personnel.

Rule 9 - Failure to Comply with Directives/Insubordination: Violation of Rules

- A. Students shall comply with the directives and orders of teachers, student teachers, educational aides, substitute teachers, principals or other authorized school personnel during any period of time when they are properly subject to the authority of the school. Verbal and written abuse, including insults and intimidation, will not be tolerated. It shall be considered "insubordination" for anyone to disobey or fail to comply with directives relating to this code by authorized school personnel.
- B. Students shall comply with all school rules and regulations which are a part of this Code and which shall be posted on school bulletin boards. It is the responsibility of each student to familiarize himself/herself with all school rules and regulations.

Rule 10 - Use of Flame Producing Devices

The unauthorized use or possession of matches, lighters or other flame producing devices on school property is not permitted.

Rule 11 – Hazing/Bullying

No student shall harass, persecute or participate in any act(s) or attempt to threaten, act or participate in any act(s) that injures, degrades, disgraces or tends to injure, degrade or disgrace any student. Hazing **and/or bullying** are banned in any form.

Hazing is defined as acting or coercing another, including the victim, to participate in any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. **Bullying is defined as a form of habitual aggressive behavior that is hurtful or deliberate.** Permission, consent or assumption of risk by any individual subjected to hazing **and/or bullying** will not lessen the prohibition contained in this Policy, and will not exempt any student from discipline under this Policy.

Rule 12 - Harassment and Sexual Harassment

No student shall harass any other student, school employee, community member or school visitor on the basis of color, race, national origin, religion, age, disability, status as Vietnam-era veteran or special disabled veteran. For the purpose of this Code of Conduct, the term “harass” includes, but is not limited to, conduct which intimidates, insults, persistently annoys or otherwise physically or verbally (orally or in writing) abuses another. No student shall retaliate against any other student, school employee, community member or school visitor for assisting with the investigation of a complaint of harassment.

Students are specifically prohibited from sexually harassing any other student, school employee, community member or school visitor. Sexual harassment is any activity of a sexual nature which is unwanted or unwelcome, including but not limited to, unwanted touching, pinching, patting, verbal comments of a sexual nature, sexual name-calling, pressure to engage in sexual activity, repeated propositions and unwanted body contact.

Any student who believes that he/she has experienced any form of harassment including sexual harassment should report this conduct immediately to his/her building principal, guidance counselor or a teacher.

A member of the administration will meet with the student to discuss the complaint and to develop a clear understanding of the student’s statement of facts. An administrator will then attempt to meet with the charged party to obtain his/her response to the complaint. The administrator also will attempt to meet with individuals identified by the charging party or the charged party to substantiate the position of the charged party or charging party. Based on this evidence, the administrator will make a decision regarding the need for discipline.

All complaints of harassment will be treated as “confidential” and information will only be released on a “need to know” basis.

No student shall be retaliated against for reporting harassment or assisting in the investigation of a harassment claim. Students should report charges of retaliation to the administrator investigating the complaint.

Rule 13 - Gambling

No student shall engage in or promote games of chance, place a bet or risk anything of value on school grounds, at school-sponsored or related school functions off school grounds, or any other time the student is subject to school authority.

Rule 14 - Transportation

No student while under the authority of a school bus driver may interfere with the safe operation of the bus through destructive actions or words either to other students, the bus driver or passing motorists.

Rule 15 - Driving/Parking

Any student driving to school must keep his/her vehicle under control at all times, follow established safety procedures, and comply with school parking regulations. Failure to follow these guidelines may result in the student's driving privileges being withdrawn. While parked on school property, student vehicles are subject to routine patrols and exterior inspections that may be conducted without the student's consent, and without a search warrant. The inside of student vehicles may also be searched when school officials have reasonable suspicion to believe that illegal or unauthorized materials are contained therein.

Rule 16 - Accomplice

No student shall place himself/herself in a position to aid, abet, facilitate, encourage, allow or in any manner to actively or passively assist another student to violate any school rule. The prohibition of this section includes but is not limited to serving as a "look out" for a student engaged in misconduct. In addition to the foregoing, students shall also have an affirmative duty to report another student who a student knows has violated, is violating, or is planning to violate a school rule involving any dangerous weapon (as defined in Board Policy) or any illegal, prescription or counterfeit drug. In administering discipline under this Section, school officials and administrators shall have discretion to consider the circumstances and nature of the offense, including any mitigating circumstances.

Rule 17 - Electronic Devices

No student shall use radios, televisions, cellular phones, devices that can produce a photographic image, I-pods, pagers, laser pointers or any other electronic equipment on school grounds during school hours that interfere with the educational program or the operation of the school. Because of their potential disruptive and distracting nature to the operation of the school, electronic devices as specified above may not be carried with students during the school day and must remain in the student's locker or checked with the office. Electronic devices used or carried in violation of this rule may be confiscated and returned only when their appropriate use is assured.

Rule 18 - Failure to Accept Discipline or Punishment

No student shall refuse to accept discipline or punishment from teachers, school officials, teacher aides or other authorized school personnel, nor shall any student violate the conditions of student suspension as specified in the student suspension notice to parents.

Rule 19 - Misconduct During Extracurricular Activities

A student who has been accepted or qualified to participate in a school-sponsored or related extracurricular activity shall not behave in any manner which, in the sole discretion of school authorities,

disrupts or tends to interfere with the conduct of that activity and shall not violate the rules, regulations or policies which govern participation in an extracurricular activity which rules, regulations or policies are provided to participants and made part of this code. Students attending any school-sponsored or related activity shall not behave in any manner that, in the sole discretion of school authorities, disrupts or tends to interfere with the conduct of that activity.

Rule 20 - Extortion

No student shall use an expressed or implied threat, violence, harassment, coercion or intimidation to obtain money or anything of value from another on school grounds, at school-sponsored or related school functions, off school grounds or any other time the student is subject to school authority.

Rule 21 - Gang Activity

Subject to any applicable legal and constitutional limitations, no student's dress, apparel, activities, acts of behavior or manner of grooming will be condoned if they:

- A. cause school officials to have reasonable suspicion that such behavior, apparel, activity, acts or other attributes are gang-related and would disrupt or interfere with the school environment or activity and/or educational objectives;
- B. present a physical safety hazard to the student in question, other students, staff members or other employees;
- C. create an atmosphere in which a student's, staff member's or other person's well-being is hindered by undue pressure, behavior, intimidation, overt gesture or threat of violence; or
- D. imply gang membership or affiliation by written communication, marks, drawing, painting, design or emblem whether on school or personal property or on one's person.

Rule 22 - Any Other Conduct Which Disrupts or Interferes with the Educational Process

Students may be disciplined for any other misconduct that, although not detailed herein, is determined by school authorities to disrupt or to interfere with the educational process.

SECTION II

These examples of misconduct that are cumulative will generally result in up to a 10-day suspension along with a possible recommendation for expulsion and/or police and court referral due to the more serious nature of these offenses.

Rule 23 - Damage, Destruction, or Theft of School or Private Property, Vandalism

A student shall not cause or attempt to cause damage to school property or to personal property of students, teachers, school personnel or other persons. Neither shall a student steal or attempt to steal property of students, teachers, school personnel or other persons or participate or attempt to participate in the unauthorized removal of property either on school grounds or during a school-sponsored or related activity, function or event off the school grounds. The prohibition of this Section includes, but is not limited to, intentional damage or destruction of computer hard drives or materials stored on a hard drive or, any form of computer piracy, any improper usage of the Internet or other on-line agencies.

Pursuant to ORC 3109.99 and ORC 3109.091, a student and/or their parent or legal guardian shall be held financially accountable to the Westlake City Schools for any damage, destruction or theft caused by their child.

OFFENSECONSEQUENCE

- | | |
|-----------------|--|
| 1 st | Up to a 10-Day Suspension and/or Court Referral with Possible Recommendation for Expulsion |
| 2 nd | 10-Day Suspension and Recommendation for Expulsion |

Rule 24 - Weapons, Dangerous Instruments, Fireworks and Explosives

No student shall use, possess, handle, transmit, sell or conceal any object that can be classified as a weapon or dangerous instrument while on school grounds, at school-sponsored or related activities, functions or events off school grounds, on school-owned, operated or leased vehicles, or at any other time that the student is subject to the authority of the school. Weapons and dangerous instruments include any object that is used or may be used to inflict physical harm or property damage. (Note: Bringing firearms to school shall result in a one-year expulsion from school, see Board Policy JGE. Bringing a knife onto school property may also result in a one-year expulsion, see Board Policy JGE).

No student shall possess, handle, transmit, sell, conceal or bring upon school grounds any fireworks, explosives or munitions, nor shall any student ignite or explode fireworks, explosives or munitions at school-sponsored or related functions or activities on or off school grounds or at any other time the student is subject to the authority of the school.

This prohibition applies to firearms, explosive (including fireworks, lighters, matches), knives and other dangerous objects of no reasonable use to the student at school. It also applies to any look-alike weapon or dangerous object (including normal school supplies like pencils or compasses) that a reasonable person might consider, under the circumstances, capable of harming a person or property.

OFFENSECONSEQUENCE

- | | |
|-----------------|---|
| 1 st | Up to a 10-Day Suspension with Possible Recommendation for One-Year Expulsion from School |
| 2 nd | 10 Day Suspension and Recommendation for One-Year Expulsion from School |

Rule 25 - Assaulting/Hitting/Threatening

A student shall not cause physical injury or behave in any way that could threaten to cause physical injury to other students, professional staff, employees or guests who are visiting the school or attending any Board-sponsored and supervised activity. This includes, but is not limited to, hitting and other inappropriate touching.

A student who assaults a school employee or other student whether on or off school property, or at a nonschool-sponsored or related activity, function or event may be subjected to discipline. In accordance with Ohio Revised Code Section 3313.66, a student may be subject to suspension or expulsion from school if the superintendent has reasonable suspicion the student's continued presence in the school will significantly disrupt or interfere with the educational process or significantly endanger the health or safety of the students or others.

<u>OFFENSE</u>		<u>CONSEQUENCE</u>
Threatening:	1 st Offense	Up to a 10-Day Suspension with Possible Recommendation for Expulsion
	2 nd Offense	10-Day Suspension and Recommendation for Expulsion
Assaulting:	1 st Offense	Up to a 10-Day Suspension and/or Referral to Court and/or Recommendation for Expulsion

Rule 26 - False Alarms

The act of initiating a fire alarm or initiating a report warning of a fire or catastrophe such as a tornado without cause.

<u>OFFENSE</u>	<u>CONSEQUENCE</u>
1 st	Up to a 10-Day Suspension and/or Police Contact and/or Court Referral and Recommendation for Possible Expulsion
2 nd	10-Day Suspension, Police Contact, Court Referral and Recommendation for Possible Expulsion

Rule 27 - Bomb Threats

The act of initiating a report warning of a bomb on school property, on Board of Education owned vehicles, or at Board of Education sponsored or supervised activities.

<u>OFFENSE</u>	<u>CONSEQUENCE</u>
1 st	10-Day Suspension, Police Contact, Court Referral and Recommendation for Expulsion of up to one year

Rule 28 - Arson

The willful and malicious burning of or attempt to burn any property of the Board of Education.

<u>OFFENSE</u>	<u>CONSEQUENCE</u>
1 st	10-Day Suspension, Police Contact, Court Referral, Recommendation for Expulsion

Rule 29 - Alcohol/Controlled Substances/Drugs/Narcotics/Inhalants

During school, summer school, travel on any school-provided transportation or at any school-sponsored activity held on or off school property, students shall not knowingly possess, buy, sell, use, supply, transfer, apply or be under the influence of any mood-altering chemical of any kind, including alcohol. "Possession" includes, with limitation, retention of a student's person or in a student's purse, wallet, locker, desk or automobile parked on school property. "Under the influence" is defined as manifesting signs of chemical misuse including, but not limited to, staggering, red eyes, odor, nervousness, restlessness, memory loss, abusive language, falling asleep in class or any other behavior which is not considered normal for the particular student. The term "mood-altering chemical" includes, without limitation, narcotics, depressants, stimulants, hallucinogens, counterfeit drugs, marijuana, alcohol and inhalants. These prohibitions also extend to prescription drugs, unless prescribed by a licensed physician for the student in question, and kept in the original container with the student's name and with directions for proper use. Prescription medications shall be kept in the school office. All other procedures outlined in school policy should also be followed.

- A. Legal authorities will be informed.
- B. The substance will be turned over to legal authorities.
- C. The student will be suspended and/or expelled from school.
- D. The student will be referred to an Insight Group.
- E. The student may be referred to an outside agency for an assessment. If this assessment is in conjunction with the 5/10 suspension option, then the student must follow through with the assessment recommendation.
- F. A first incident of selling, supplying or transmitting mood-altering chemicals shall be treated as a second offense as defined below.

OFFENSE

CONSEQUENCE

	5/10 option and/or referral to an assessment with the recommendation being followed.
1 st	Five days of out-of-school suspension are in effect with the remaining 10 held. If not the 5/10 option, then a 10-day out-of-school suspension and/or a police contact and/or a court referral and/or a recommendation for expulsion.
2 nd	10 days out-of-school suspension and a police contact, court referral and a recommendation for expulsion.

Rule 30 - Look-Alike Drugs

A student shall not use, conceal, sell, purchase, accept or transmit any substances that are reasonably thought by the administrator to be drugs of abuse, sold as drugs of abuse or inferred by the seller or buyer to be drugs of abuse. (Medications prescribed by a physician must follow the Board-adopted policy regarding student medication.)

A. A counterfeit controlled substance is defined as:

- 1. any drug that bears, or whose container or label bears, a trademark, trade name or other identifying mark used without authorization of the owner or rights to such trademark, trade name or identifying mark;
- 2. any unmarked or unlabeled substance that is represented to be a controlled substance;
- 3. any substance that is represented to be a controlled substance or is a different controlled substance and
- 4. any substance other than a controlled substance which a reasonable person would believe to be a controlled substance because of its similarity in shape, size and color or its markings, labeling, packaging, distribution or the price for which it is sold or offered for sale.

B. No students shall knowingly possess any counterfeit-controlled substance. Violations of this provision shall be treated in the same manner as Rule 29 (Alcohol/Controlled Substances/Drugs/Narcotics/Inhalants).

C. No student shall directly or indirectly represent a counterfeit-controlled substance as a controlled substance by describing, through words or conduct that physical or mental effects are the same or similar to the effects associated with the use of a controlled substance.

D. No student shall knowingly make, offer to sell, give, package or deliver a counterfeit-controlled substance. Violations of this provision will be treated in the same manner as Rule 29 (Alcohol/Controlled Substances/Drugs/Narcotics/Inhalants).

Rule 31 - Drug Paraphernalia

A student shall not possess, use, transmit or conceal any item that is designed for use with any illegal substance while on school property or in attendance at any Board of Education sponsored or supervised activity.

OFFENSE

CONSEQUENCE

1st Up to 10-Day Suspension and/or Recommendation for Expulsion

Rule 32 - Fighting

Students involved in fighting on school property, Board-owned vehicles or in attendance at any Board-sponsored activity will be suspended. In most cases, all parties involved in the fight will be suspended.

OFFENSE

CONSEQUENCE

1st Up to 10-Day Suspension

2nd Up to 10-Day Suspension with a Possible Recommendation for Expulsion

3rd 10-Day Suspension and Recommendation for Expulsion

Rule 33 - Use of Tobacco

The use of any tobacco products by students is prohibited. This applies to all extracurricular activities both on school property and away from school. Use includes possession; smoking is defined as holding a tobacco product, whether lit or unlit or having held it and tossed it aside.

OFFENSE

CONSEQUENCE

1st 3-Day suspension or 3-Day in-school assignment and mandatory attendance at an educational seminar sponsored by the American Lung Association, American Cancer Society or another like health organization approved by the Board of Education, and issued a ticket under O.R.C. 2151.87.

2nd Up to a 5-Day Suspension, and issued a ticket under O.R.C. 2151.87

3rd 10-Day Suspension and/or Recommendation for Expulsion, and issued a ticket under O.R.C. 2151.87

The superintendent shall publish to all students a policy outlining these and any other District rules regarding student conduct and the sanctions, which may be imposed for their breach. Said policy shall also be posted in a central location in each school and shall be made available to students upon request.

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