

**WESTLAKE CITY SCHOOLS
BOARD OF EDUCATION AGENDA**

**Monday, May 22, 2006 – 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. Beal _____
Mr. Mays _____
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. Beal _____
Mr. Mays _____
Mr. O'Malley _____
Ms. Rocco _____

***Hearing of Public (15 Minutes) Agenda Items**

A. Approval of Minutes

1. Work Session Meeting of April 3, 2006

Motion by _____

Seconded by _____

Roll Call Vote:

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

2. Regular Meeting of April 24, 2006

Motion by _____

Seconded by _____

Roll Call Vote:

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

B. Superintendent's Report – Former Administration Building

C. Special Reports and Recognitions

- | | |
|--|-------------|
| 1. Resolution to Recognize Certificated Staff Member | Exhibit C-1 |
| 2. Resolution to Recognize Excellence in Teaching Service Awards | Exhibit C-2 |
| 3. Resolution to Recognize Excellence in Classified Service Awards | Exhibit C-3 |
| 4. Resolution to Recognize Certificated Staff Member | Exhibit C-4 |

D. Treasurer's Report/Recommendations

1. Action Items

- | | |
|---|---------------|
| a. Resolution to Authorize Treasurer to Advance Funds | Exhibit D-1-a |
| b. Resolution to Authorize Treasurer to Return Advance | Exhibit D-1-b |
| c. Resolution to Establish Appropriations | Exhibit D-1-c |
| d. Resolution to Adjust FY06 Appropriations | Exhibit D-1-d |
| e. Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying ther to the County Auditor | Exhibit D-1-e |
| f. Resolution to Establish Date for Porter Public Library 2007 Tax Budget Hearing | Exhibit D-1-f |
| g. Resolution to Approve Business Associate Agreement | Exhibit D-1-g |
| h. Resolution to Approve Julian & Grube, Inc. to Assist in the Preparation of the Comprehensive Annual Financial Report | Exhibit D-1-h |
| i. Resolution to Approve Legal Representation Agreement with City of Westlake on Tax Appeal Matters | Exhibit D-1-i |

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 Employment Change, Resignation and Substitutes for Certified Staff Members | Exhibit F-1-b-1 |
| 2. Resolution to Approve Resignation, Employment and Substitutes for Classified Staff Members | Exhibit F-1-b-2 |
| 3. Resolution to Approve Certificated Home Instruction | Exhibit F-1-b-3 |
| 4. Resolution to Approve Reclassification of Certificated Staff Members | Exhibit F-1-b-4 |
| 5. Resolution to Approve Parental Leave of Absence and FMLA | Exhibit F-1-b-5 |
| 6. Resolution to Approve ABLE Personnel | Exhibit F-1-b-6 |
| 7. Resolution to Approve Camp Link Personnel | Exhibit F-1-b-7 |
| 8. Resolution to Approve Summer School Administrators | Exhibit F-1-b-8 |
| 9. Resolution to Approve Summer School Staff | Exhibit F-1-b-9 |
| 10. Resolution to Approve Supplemental Contracts | Exhibit F-1-b-10 |
| 11. Resolution to Approve Summer Curriculum Writing (CIP Summer Update) for Certificated Staff Members | Exhibit F-1-b-11 |
| 12. Resolution to Approve Additional Hours for PAC Coordinator | Exhibit F-1-b-12 |
| 13. Resolution to Approve Staff Resignations for the Purpose of Retirement | Exhibit F-1-b-13 |
| 14. Resolution to Approve Resignation of Administrative Staff Member | Exhibit F-1-b-14 |
| 15. Resolution to Approve Summer Employment for Classified Staff Members | Exhibit F-1-b-15 |
| c. Resolution to Discourage Use of Alcohol and Driving Vehicles Under the Influence | Exhibit F-1-c |

- | | |
|---|---------------|
| d. Resolution to Extend School Photography Contract | Exhibit F-1-d |
| e. Resolution to Authorize Membership in Ohio High School Athletic Association | Exhibit F-1-e |
| f. Resolution to Approve Field Trips | Exhibit F-1-f |
| g. Resolution to Approve Sunday Building Use | Exhibit F-1-g |
| h. Resolution to Authorize Bids for the Paving of Dover Elementary Parking Lot | Exhibit F-1-h |
| i. Resolution to Approve Transportation for Summer Field Trips | Exhibit F-1-i |
| j. Resolution to Declare Urgent Necessity and Secure Quotations for Four School Buses | Exhibit F-1-j |

2. Discussion Items

- | | |
|---|-----------------|
| a. Second Reading of New Board of Education Policy EFGA | |
| 1. Resolution to Approve Adoption of Policy EFGA – Wellness Policy | Exhibit F-2-a-1 |
| b. Second Reading of Revised Board of Education Policy JFC | |
| 1. Resolution to Approve Adoption of Policy JFC – Student Conduct (Zero Tolerance) | Exhibit F-2-b-1 |
| c. Second Reading of Revised Board of Education Policy JFC-R | |
| 1. Resolution to Adopt Policy JFC-R – Student Conduct (Zero Tolerance) | Exhibit F-2-c-1 |
| d. Second Reading of Revised Board of Education Policy JFCC-R | |
| 1. Resolution to Adopt Policy JFCC-R – Student Conduct on School Buses (Also EEACC-R) | Exhibit F-2-d-1 |
| e. First Reading of Westlake High School Parent-Student Handbook | Exhibit F-2-e |
| f. First Reading of Lee Burneson Middle School Parent-Student Handbook | Exhibit F-2-f |
| g. First Reading of Parkside Intermediate School Parent-Student Handbook | Exhibit F-2-g |

G. Director of Business Affairs Report

H. Director of Curriculum & Instruction Report

I. Board Items

J. *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 CERTIFIED STAFF MEMBER

RESOLVED THAT

the Westlake Board of Education recognizes and congratulates Mrs. Judy McMasters for her success in being awarded a Best Buy Grant to purchase electronic and technology equipment for Lee Burneson Middle School.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO RECOGNIZE EXCELLENCE
IN TEACHING SERVICE AWARD

RESOLVED THAT

the Westlake Board of Education recognizes and congratulates the following staff members as recipients of the Excellence in Teaching Service Award:

Valerie Roberts
James Bingham

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO RECOGNIZE EXCELLENCE
IN CLASSIFIED SERVICE AWARD

RESOLVED THAT

the Westlake Board of Education recognizes and congratulates the following staff members as the recipients of the Excellence in Classified Service Award:

Jan Mulichak
Laura Cooley

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO RECOGNIZE CERTIFIED STAFF MEMBER

RESOLVED THAT

the Westlake Board of Education recognizes and congratulates Mrs. Kathy Bartos for her success in being awarded two Best Buy Grants to purchase electronic and technology equipment for Hilliard Elementary School and Bassett Elementary School.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO AUTHORIZE TREASURER TO ADVANCE FUNDS

RESOLVED THAT

the Westlake Board of Education authorizes the Treasurer to advance the following funds:

From	To	Amount
General Fund (001)	State Institute for Reading Instruction K-4 (019-9195)	\$3,601.70
General Fund (001)	State Institute for Reading Instruction 7-12 (019-9196)	\$3,901.29
General Fund (001)	State Institute for Reading Instruction Reading Assessment Follow-Up (019-9197)	\$400.00

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

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 advances:

From	To	Amount
Part-B IDEA FY06 (516-9606)	Part-B IDEA FY05 (516-9605)	\$6,864.00
Early Childhood Special Ed. FY06 (587-9006)	Early Childhood Special Ed FY05 (587-9005)	\$304.79

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO ESTABLISH APPROPRIATIONS

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

STATE INSTITUTE FOR READING INSTRUCTION K-4**Account**

019-2200-100-9195	\$6,500.00
Salaries and Wages	
019-2200-200-9195	\$1,000.00
Benefits	
019-2200-400-9195	\$200.00
Support Services Purchased Services	
019-2500-400-9195	\$200.00
Fiscal Services Purchased Services	

STATE INSTITUTE FOR READING INSTRUCTION 7-12**Account**

019-2200-100-9196	\$6,500.00
Salaries and Wages	
019-2200-200-9196	\$1,000.00
Benefits	
019-2200-400-9196	\$200.00
Support Services Purchased Services	
019-2500-400-9196	\$200.00
Fiscal Services Purchased Services	

**STATE INSTITUTE FOR READING INSTRUCTION
READING ASSESSMENT FOLLOW-UP**

Account

019-2200-100-9197	\$6,500.00
Salaries and Wages	
019-2200-200-9197	\$1,000.00
Benefits	
019-2200-400-9197	\$600.00
Support Services Purchased Services	
019-2500-400-9197	\$200.00
Fiscal Services Purchased Services	

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO ADJUST FY06 APPROPRIATIONS

RESOLVED THAT
the Westlake Board of Education adjusts the following FY06 appropriations:

GENERAL FUND

Account	From	To	Difference
001-1100-200 Gen Instruction-Benefits	\$4,883,800.94	\$4,883,648.11	(\$152.83)
001-1100-400 Gen Instruction-Purchased Services	\$39,145.29	\$40,545.29	\$1,400.00
001-1100-500 Gen Instruction-Supplies	\$365,050.43	\$362,974.19	(\$2,076.24)
001-1100-600 Gen Instruction-Capital Outlay	\$24,782.99	\$25,002.99	\$220.00
001-1300-500 Gen Vocational-Supplies	\$6,031.54	\$6,726.52	\$694.98
001-2100-400 Support Services-Purchased Services	\$406,264.24	\$407,247.44	\$983.20
001-2100-500 Support Services-Supplies	\$77,271.00	\$77,876.53	\$605.53
001-2200-400 Instruct Support Services-Purchased Servs.	\$193,611.26	\$190,536.26	(\$3,075.00)
001-2200-500 Instructional Support Services-Supplies	\$106,281.56	\$103,399.54	(\$2,882.02)
001-2200-600 Instructional Support Services-Equipment	\$5,288.44	\$7,047.69	\$1,759.25
001-2300-200 Board of Ed-Retirement	\$836.72	\$989.55	\$152.83

EXHIBIT D-1-d
(Continued)

001-2400-200 Admin-Benefits	\$791,218.01	\$791,268.01	\$50.00
001-2400-400 Admin-Purchased Services	\$295,643.31	\$295,468.31	(\$175.00)
001-2400-500 Admin-Supplies	\$34,003.39	\$37,790.44	\$3,787.05
001-2700-400 Maintenance-Purchased Services	\$1,551,090.12	\$1,551,135.12	\$45.00
001-2800-400 Transportation-Purchased Services	\$230,383.48	\$230,403.48	\$20.00
001-2900-500 Community Education-Supplies	\$3,795.00	\$4,366.98	\$571.98
001-5300-400 Gen Architect-Purchased Services	<u>\$9,275.54</u>	<u>\$7,346.81</u>	<u>(\$1,928.73)</u>
Total	\$9,023,773.26	\$9,023,773.26	\$0.00

FOOD SERVICE

Account	From	To	Difference
006-3100-100 Food Service-Wages	\$351,560.00	\$346,092.87	(\$5,467.13)
006-3100-500-9600 Food Services-Supplies/Materials	<u>\$467,676.89</u>	<u>\$473,144.02</u>	<u>\$5,467.13</u>
Total	\$467,676.89	\$473,144.02	\$0.00

EXHIBIT D-1-d
(Continued)

PROJECT LINK

Account	From	To	Difference
011-2400-200-9111 Project Link-Benefits	\$24,000.00	\$25,920.20	\$1,920.20
011-3200-400-9111 Project Link-Purchased Services	\$5,807.63	\$6,084.37	\$276.74
011-3200-500-9111 Project Link-Supplies/Materials	<u>\$18,823.75</u>	<u>\$27,961.73</u>	<u>\$9,137.98</u>
Total	\$48,631.38	\$59,966.30	\$11,334.92

SUPPORT FUND

Account	From	To	Difference
018-3900-500-9724 Sunshine - Teachers Lounge - WHS	\$1,400.00	\$1,410.00	\$10.00
018-4600-500-9748 Library Supplies - Holly Lane	\$5,074.77	\$5,739.05	\$664.28
018-4600-500-9756 Library Supplies - Dover	\$9,475.00	\$10,642.63	\$1,167.63
018-4600-500-9757 Inservice Supplies - Holly Lane	\$4,052.45	\$5,902.45	\$1,850.00
018-4600-600-9757 Inservice Equipment - Holly Lane	\$0.00	\$359.98	\$359.98
018-4600-500-9772 Music Program Supplies - Hilliard	\$300.00	\$726.74	\$426.74
018-4600-600-9772 Music Program Equipment - Hilliard	\$0.00	\$300.00	\$300.00

EXHIBIT D-1-d
(Continued)

018-4600-500-9773			
Music Program Supplies - Holly Lane	\$2,080.35	\$2,155.80	\$75.45
018-4600-600-9777			
Choral Music Program Eqt. - Burneson	<u>\$0.00</u>	<u>\$1,470.00</u>	<u>\$1,470.00</u>
Total	\$22,382.57	\$28,706.65	\$6,324.08

ATHLETIC FUND

Account	From	To	Difference
300-4500-500-9500			
Athletic Supplies - WHS	\$113,965.96	\$111,785.02	(\$2,180.94)
300-4500-800-9500			
Athletics Misc. - WHS	\$12,986.04	\$15,166.98	\$2,180.94
300-4500-500-9502			
Vending Machines Supplies - WHS	\$25,000.00	\$25,649.73	\$649.73
300-4500-600-9502			
Vending Machines Equipment - WHS	<u>\$20,000.00</u>	<u>\$19,350.27</u>	<u>(\$649.73)</u>
Total	\$171,952.00	\$171,952.00	\$0.00

MONTESORI CHILDREN'S SCHOOL 2005-2006

Account	From	To	Difference
401-3200-500-9506			
Supplies and Materials	\$25,223.08	\$23,223.08	(\$2,000.00)
401-3200-600-9506			
Equipment	<u>\$0.00</u>	<u>\$2,000.00</u>	<u>\$2,000.00</u>
Total	\$25,223.08	\$25,223.08	\$0.00

**EDUCATIONAL MANAGEMENT INFORMATION SYSTEM
FISCAL YEAR 2003**

Account	From	To	Difference
432-2900-100-9443 Salaries and Wages	\$5,000.00	\$4,000.00	(\$1,000.00)
432-2900-400-9443 Purchased Services	\$6,000.00	\$7,000.00	\$1,000.00
Total	\$11,000.00	\$11,000.00	\$0.00

PART-B IDEA FISCAL YEAR 2006

Account	From	To	Difference
516-7400-900-9606 Return of Advance	<u>\$91,381.18</u>	<u>\$98,245.18</u>	<u>\$6,864.00</u>
Total	\$91,381.18	\$98,245.18	\$6,864.00

**EARLY CHILDHOOD SPECIAL EDUCATION
FISCAL YEAR 2006**

Account	From	To	Difference
587-7400-900-9006 Return of Advance	<u>\$513.79</u>	<u>\$818.58</u>	<u>\$304.79</u>
Total	\$513.79	\$818.58	\$304.79

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

EXHIBIT D-1-e

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED
BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY
TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

WHEREAS, this Board of Education in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2007; and

WHEREAS, the Budget Commission of Cuyahoga County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill tax limitation;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Westlake City School District, Cuyahoga County, Ohio, that the amounts and rate, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and

BE IT FURTHER RESOLVED that there be and is hereby levied on the tax duplicate of said School District the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

FUND	Amount to be Derived from Levies	Amount Approved by Budget Commission	County Auditor's Estimate of Tax Rate to be Levied	
	Outside 10 Mill Limitation	Inside 10 Mill Limitation	Inside 10 Mill Limit	Outside 10 Mill Limit
	Column II	Column IV	V	VI
Sinking Fund				
Bond Retirement Fund				2.10
General Fund			5.80	58.60
Library Fund				2.50
TOTAL			5.80	63.20

EXHIBIT D-1-e
(Continued)

BE IT FURTHER RESOLVED that the Treasurer of this Board is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO ESTABLISH DATE FOR PORTER PUBLIC LIBRARY
2007 TAX BUDGET HEARING

RESOLVED THAT

the Westlake Board of Education establishes the date of June 12, 2006 at 5:30 p.m. for the Porter Public Library 2007 Tax Budget Hearing at the Westlake Board of Education Administration Building.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE BUSINESS ASSOCIATE AGREEMENT

RESOLVED THAT

the Westlake Board of Education approves the Business Associate Agreement between Westlake City School District and Grossman & Associates, Inc.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE JULIAN & GRUBE, INC.
TO ASSIST IN THE PREPARATION OF THE
COMPREHENSIVE ANNUAL FINANCIAL REPORT

RESOLVED THAT

the Westlake Board of Education approves the contract with Julian & Grube, Inc. to assist the District in the preparation of the Comprehensive Annual Financial Report (CAFR) for Fiscal Years 2006, 2007 and 2008.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE LEGAL REPRESENTATION AGREEMENT
WITH CITY OF WESTLAKE ON TAX APPEAL MATTERS

RESOLVED THAT

the Westlake Board of Education approve the legal representation agreement with the City of Westlake on tax appeal matters. (See attached.)

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

AGREEMENT

This Agreement is hereby made and entered into this ____ day of _____, 2006 between the City of Westlake, an Ohio corporation ("City") and the Westlake Board of Education ("Board").

W I T N E S S E T H:

1. Board hereby agrees to represent City's interests in all matters before the State of Ohio Board of Tax Appeals.
2. City agrees to reimburse Board twenty percent (20%) of the costs for said representation including the costs for legal fees and appraisals.
3. Board shall be responsible to contract for all necessary services in the representation of City on all matters before the Board of Tax Appeals.
4. Board shall forward all bills to the Director of Finance, 27700 Hilliard Boulevard, Westlake, Ohio 44145.
5. This Agreement shall be for a period of five (5) years commencing on April 1, 2006 and expiring on March 31, 2011.
6. This Agreement may be terminated by either party within sixty (60) days written notice of the party's intent to terminate. Notice to City shall be sent to the Director of Finance, 27700 Hilliard Boulevard, Westlake, Ohio 44145. Notice to Board shall be sent to the Treasurer, 27200 Hilliard Boulevard, Westlake, Ohio 44145.
7. This Agreement constitutes the entire agreement between the parties pertaining to the subject matter and supersedes all prior or contemporaneous agreements with this subject matter. This Agreement shall not be modified, amended or altered without the express written approval of both parties.

IN TESTIMONY, WHEREOF, the parties hereto have thereunto set their hands the date and year written above.

CITY:
CITY OF WESTLAKE, OHIO

BOARD:
WESTLAKE BOARD OF EDUCATION

By: _____
Dennis M. Clough, Mayor

By: _____
Renee D'Ettorre Wargo, President

Director of Law

Mark C. Pepera, CFO

Director of Finance

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:

Westlake Town Criers Mr. Richard Masciere, Treasurer 29234 Sunset Drive Westlake, OH 44145	Donated \$200.00 to NHS at Westlake High School to contribute to our philanthropy project for the 2006-07 school year.
Lakewood's Martial Arts of America Ms. Karen Turnbull 27417 Detroit Road, #G50 Westlake, OH 44145	Donated \$125.00 to WHBS-TV at Westlake High School to help finish the construction of the three new sets in the new studio.
Mr. Keith Jenkins 2914 Dover Center Road Westlake, OH 44145	Donated \$1,000.00 to WHBS-TV at Westlake High School to award to one or two WHBS seniors as college scholarship(s).
The T-Spot Ms. Holly Monchein, Manager 4665 Great Northern Blvd. North Olmsted, OH 44070	Donated \$200.00 (10 custom T-shirts at \$20 each) to WHBS-TV at Westlake High School to award to two student athletes each week on the last five <i>Demon Zone</i> shows.
Finish Works Construction Co. Mr. Ryan Donohue, Owner 1121 Richmar Drive Westlake, OH 44145	Donated \$2,500.00 in construction work (consisting of all drywall, plastering, sanding and paint preparation for all three sets in the new studio) done in December, 2005, January 2006 and February 2006 to WHBS-TV at Westlake High School.
Tate and Julie Davidson 1523 Woodward Avenue Lakewood, OH 44107	Donated \$25.00 in bricks to WHBS-TV at Westlake High School for the foundation of the outdoor patio by the new studio.
Giant Eagle Marketplace Mr. Chris Gibson, Manager 27264 Lorain Road North Olmsted, OH 44070	Donated a \$25.00 gift card to the WAVE program at Westlake High School to supply the needs of the Westlake Assistance in Volunteer Education (WAVE) recognition breakfast on April 26, 2006.
Tops Friendly Market Ms. Cherie Butkovic, Manager 1499 Columbia Road Westlake, OH 44145	Donated six dozen donuts to the WAVE program at Westlake High School to supply the needs of the Westlake Assistance in Volunteer Education (WAVE) recognition breakfast on April 26, 2006.

EXHIBIT F-1-a
(Continued)

Dean's Greenhouse, Attn: Debbie
3984 Porter Road
Westlake, OH 44145

Donated fresh potted pansy plants to the WAVE program at Westlake High School to supply the needs of the Westlake Assistance in Volunteer Education (WAVE) recognition breakfast on April 26, 2006.

Giant Eagle Marketplace
Mr. Dan Glowacki, Asst. Manager
30275 Detroit Road
Westlake, OH 44145

Donated 150 containers of Giant Eagle yogurt to the WAVE program at Westlake High School to supply the needs of the Westlake Assistance in Volunteer Education (WAVE) recognition breakfast on April 26, 2006.

Gale's Garden Center
Ms. Barb Walters
24373 Center Ridge Road
Westlake, OH 44145

Donated potted Gerber daisy plants to the WAVE program at Westlake High School to supply the needs of the Westlake Assistance in Volunteer Education (WAVE) recognition breakfast on April 26, 2006.

Giant Eagle Marketplace
Mr. Paul Herman, Manager
30275 Detroit Road
Westlake, OH 44145

Donated 75 cooked chicken breasts to Leadership Challenge at Westlake High School to enhance the dining experience of the senior citizens who attended the dinner dance on May 6, 2006.

Bearden's Restaurant
Mr. and Mrs. Orange
19985 Lake Road
Rocky River, OH 44116

Donated a luncheon for six people as a grand prize reward for Music in our Schools Month band practice record contests to Lee Burneson Middle School Band.

Friendship House
Mr. Mike Bennett
29355 Ranney Parkway
Westlake, OH 44145

Donated assorted music pencils, pens, gifts and awards to reward band students for Music in our Schools Month band practice record contests to Lee Burneson Middle School Band.

Skyline Music
27010 Center Ridge Road
Westlake, OH 44145

Donated a Manhasset music stand for a grand prize drawing to reward band students for Music in our Schools Month band practice record contests to Lee Burneson Middle School Band.

Driscoll Music
445 Broadway
Lorain, OH 44052

Donated a Manhasset music stand for a grand prize drawing to reward band students for Music in our Schools Month band practice record contests to Lee Burneson Middle School Band.

Barnes & Noble Booksellers
Ms. Bobbie Werner
198 Crocker Park Blvd.
Westlake, OH 44145

Donated trivia games for prizes to reward band students for Music in our Schools Month band practice record contests to Lee Burneson Middle School Band.

Fairview Lanes
Mrs. Kuzinski
21847 Lorain Road
Fairview Park, OH 44126

Donated three "moon rock" bowling parties for six students each including 2 hours and shoe rental to reward band students for Music in our Schools Month band practice record contests to Lee Burneson Middle School Band.

EXHIBIT F-1-a
(Continued)

Rettig Music
Mr. Tim Rettig
510 Clinton Street
Defiance, OH 43512

Donated ten \$10.00 gift certificates for practice record prizes to reward band students for Music in our Schools Month band practice record contests to Lee Burneson Middle School Band.

Regal Cinemas
30147 Detroit Road
Westlake, OH 44145

Donated 100 movie posters to be used for prizes in weekly drawings to reward band students for Music in our Schools Month band practice record contests to Lee Burneson Middle School Band.

Westlake Music Boosters
27200 Hilliard Blvd.
Westlake, OH 44145

Donated hundreds of rewards (pencils, pens, stickers, suckers, chocolates) for 6th to 8th rewards in practice record drawings to reward band students for Music in our Schools Month band practice record contests to Lee Burneson Middle School Band.

Westlake High School PTSA
Ms. Carol Winter
25745 Laura Lane
Westlake, OH 44145

Donated a matted and framed commemorative photo set from the 20th anniversary Green and White Review to the Westlake Performing Arts Center to hang in the Green Room for display.

Music Boosters
Mrs. Barbara Kristof, President
27200 Hilliard Blvd.
Westlake, OH 44145

Donated \$3,400 to District music programs representing the Music Boosters' annual system music donation to Westlake City Schools.

Music Boosters
Mrs. Barbara Kristof, President
27200 Hilliard Blvd.
Westlake, OH 44145

Donated \$430.00 to the Band activity account at Westlake High School to purchase chimes for the Band.

Creative U.S.A.
Mr. David Westover
2056 Detroit Road
Westlake, OH 44145

Donated used office furniture to Westlake High School for use where needed throughout the school.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE EMPLOYMENT, RESIGNATION,
AND SUBSTITUTES FOR CERTIFIED STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approves employment , resignation, and substitutes for certified staff members as follows:

<u>Employment:</u>	Sara Neville WHS English	Effective: Rate:	08/28/06 BA, Step 2
	Ann Marie Keel WHS English	Effective: Rate:	08/28/06 MA, Step 2
	Sarah Clark WHS Guidance Counselor	Effective: Rate:	08/28/06 MA, Step 1
	Jeff Huber WHS Social Studies	Effective: Rate:	08/28/06 MA, Step 0
	Laura Miller WHS English	Effective: Rate:	08/28/06 BA+30, Step 1
<u>Resignation:</u>	Tammie Mihet Dover, Grade 3	Effective:	06/08/06
<u>Long-Term Substitutes:</u>	Kimberly McCue Parkside Int. Specialist	Effective:	05/08/06
<u>Substitutes:</u>	Jeff Huber		
<u>Substitute Resignation:</u>	James Anderson		

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE RESIGNATION AND EMPLOYMENT
FOR CLASSIFIED STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approves resignation and employment for classified staff members as follows:

Resignation: Darlene Beard Effective: 05/22/06 (5 Hrs/9 Mos.)
LBMS Cleaner

Employment: Darlene Beard Effective: 05/22/06
LBMS Cleaner Rate: 8 Hrs/10 Mos., Step 7 (+ \$0.30)

Motion by: _____

Seconded by: _____

Roll Call Vote: _____

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE CERTIFICATED HOME INSTRUCTOR

RESOLVED THAT

the Westlake Board of Education approves the following certificated home instructors for the 2005-2006 school year, contingent upon full and complete compliance with all State of Ohio and Westlake Board of Education employment eligibility criteria, with reimbursement at the negotiated hourly rate.

Pat Walsh to provide home instruction for student for 5 hours per week effective April 28, 2006.

Dennis Sullivan to provide home instruction for student for 3 hours per week effective May 4, 2006.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE RECLASSIFICATION
OF CERTIFICATED STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approves the reclassification of certificated staff members as follows:

Effective 05-01-06:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Step</u>
Cynthia Vessalo	MA	MA+10	13

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE FMLA AND PARENTAL LEAVE OF ABSENCE
FOR STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approves FMLA and Parental Leave for staff members as follow:

Parental Leave

Jennifer White
Dover – Grade 4

Effective: 2006-2007 School Year

FMLA

Terri Orszak
Handicap Bus Aide

Effective: 04/24/06

Heather Zepp
Parkside Special Ed.

Effective: 05/08/06

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

**RESOLUTION TO APPROVE EMPLOYMENT OF ADULT
BASIC LITERACY EDUCATION PERSONNEL**

RESOLVED THAT

the Westlake Board of Education approves the employment of the Adult Basic Literacy Education Personnel (A.B.L.E. Program). Contracts to be paid out of A.B.L.E. Project Number 045062-AB-S1-2005C, A.B.L.E. Project Number 045062-AB-S1-2006 and A.B.L.E. English Literacy and Civics Education Project Number 045062-AB-S2-2006.

<u>Name</u>	<u>Position</u>	<u>Hours</u>	<u>Hourly Rate</u>	<u>Not To Exceed</u>
Terri Pocos	A.B.L.E. Teacher	130	\$22.00	\$2,860.00
James Bingham	A.B.L.E. Teacher	130	\$22.00	\$2,860.00
Mary Duffy	A.B.L.E. Teacher	130	\$22.00	\$2,860.00
Lucille Faup	A.B.L.E. Teacher	130	\$22.00	\$2,860.00
Molly Urig	A.B.L.E. Teacher	110	\$19.00	\$2,090.00
Ann Spice	A.B.L.E. Teacher	130	\$22.00	\$2,860.00
Susan Pocos	A.B.L.E. Teacher	30	\$18.00	\$540.00
Renee Nedoma	A.B.L.E. Teacher	90	\$18.00	\$1,620.00
Daniel Jennings	A.B.L.E. Assistant	130	\$18.00	\$2,340.00
Betty Christ	A.B.L.E. Assistant	130	\$22.00	\$2,860.00
Frederick Jennings	A.B.L.E. Assistant	40	\$32.00	\$1,280.00
Vera Gillis	A.B.L.E. Assistant	50	\$22.00	\$1,100.00

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE EMPLOYMENT
OF CAMP LINK PERSONNEL

RESOLVED THAT

the Westlake Board of Education approves the employment of the following Camp Link personnel effective 6/09/06.

<u>Name</u>	<u>Position</u>	<u>Step</u>
Roberta Ahern	Site Coordinator	6
Cora Miner	Site Coordinator	6
Jaclyn Marquitz	Site Coordinator	6
Christine Bott	Site Coordinator	3
Nancy Puccini-English	Site Coordinator	3
Dorothy Yee	Camp Link Leader	8
Tricia Anezinis	Camp Link Leader	4
James Koontz	Camp Link Leader	3
Stephanie Bishop	Camp Link Leader	3
Tamara Shelley	Camp Link Leader	2
Erin Fenderbosch	Camp Link Leader	1
Sandra Kearney	Camp Link Leader	1
Susan Tochek	Camp Link Leader	0
Sarah Goldie	Camp Link Leader	0

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE EMPLOYMENT
OF SUMMER SCHOOL 2006 ADMINISTRATORS

RESOLVED THAT

the Westlake Board of Education approves the employment of the Summer School 2006 administrators as follows.

Bob Klinar	28 days	\$4,160
Paul Kish	28 days	\$4,160

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

**RESOLUTION TO APPROVE EMPLOYMENT
OF SUMMER SCHOOL 2006 TEACHING STAFF**

RESOLVED THAT

the Westlake Board of Education approves the employment of the following Summer School 2006 teaching staff at the negotiated summer school rate dependent upon sufficient enrollment.

<u>Teacher</u>	<u>Subject</u>	<u># of Days</u>	<u>Teacher</u>	<u>Subject</u>	<u># of Days</u>
Paul Kish	Administrator	28	Bob Klinar	Administrator	28
Tana McGuire	Physical Science	28	Matt Planisek	Chemistry	28
Refaat Abu-Saleh	Biology	28			
Sharon Hamilton	Algebra I	28	Dave Rushau	Geometry	28
Shawn Koski	Algebra II	14	Tim Armstrong	Pre-Algebra	28
Scott Sloboda	Am. Government	28	Dick Buehner	Am. History	28
Travis Haselswerdt	World History	14	William LeBlanc	World History	14
Terry Rhehovick	English 12	28	Beth Yager	English 10	28
Mitzi Wilson	English 11	28	Denise Golubski	English 10	28
Michael D'Egidio	English 9	28	Michelle Dallas	Keyboarding	14
Richard Schontz	Phys. Ed.	28	Sharon Griffiths	Phys. Ed	28
Jill Filecki	Phys. Ed	14	Bryan Morgan	Phys. Ed.	28
Sally Falatach	Phys. Ed.	28	Deb Petro	Health 9	14
Victoria Beck	Secretary	Hourly	Darlene Matthews	Keyboarding	14

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.

Name	Position	In District	Step
Ray Walczuk	WHS Band Director	Y	17
Scott Rovniak	WHS Assistant Band Director	Y	17
Eric Richardson	WHS Chorus Director	Y	14
Eric Richardson	WHS Spring Musical Director	Y	12
Ray Walczuk	WHS Chamber Orchestra Advisor	Y	15
Ray Walczuk	WHS Debonair Advisor	Y	14
Ray Walczuk	WHS Demonette Advisor	Y	7
Ray Walczuk	WHS Pep Band/Jazz II	Y	12
Kathy McGinty	WHS Teen Institute Advisor	Y	9
JoAnn Hoty	WHBS Technical Assistant	Y	8
Tom Kopcak	WHBS Field Assistant	N	2
Fred Jennings	WHS Student Activities Advisor	Y	39
Paula Reimueller	WHS Yearbook Advisor	Y	4
Amy Klenz	WHS Literary Magazine Advisor	Y	2
Judi Spitzer	WHS Drama Advisor	Y	12
Stefanie Xenos-Golas	WHS Freshman Class Advisor	Y	0
Trina Powers	WHS Sophomore Class Advisor	Y	4
Mindy Clark	WHS Junior Class Advisor	Y	2
Amy Davey	WHS Senior Class Advisor	Y	6
Lyn Newman	WHS Honor Society Advisor	Y	6
Trina Powers	WHS Pep Club Advisor	Y	9
Louis Pelton	WHS Computer Club Advisor	Y	3
Sarah Furey	WHS Academic Challenge Advisor	Y	1
Stefanie Xenos-Golas	WHS Academic Challenge Asst. Advisor	Y	1
Patrick McMorro	WHS Ski Club Co-Advisor (50%)	Y	0
Sandy Packis	WHS Ski Club Co-Advisor (50%)	Y	0
Heather Marinelli	WHS Key Club Co-Advisor	Y	2
Robert Clancy	WHS Key Club Co-Advisor	N	5
Kathy McGinty	WHS Student Leadership Co-Advisor	Y	8
Stefanie Xenos-Golas	WHS Student Leadership Co-Advisor	Y	5
Karen Petrus	WHS Project Support Advisor	Y	9
Scott Kutz	WHS Tech Mates Advisor	Y	7
Nickie Miller	WHS French Club Co-Advisor	Y	5
Judy Bates	WHS French Club Co-Advisor	Y	5
Lisa Patton	WHS Latin Club Advisor	Y	7
Ursula Hays	WHS German Club Advisor	Y	5
Florica Podway	WHS Spanish Club Advisor	Y	5

EXHIBIT F-1-b-10

(continued – pg. 2)

Name	Position	In District	Step
Brittany Troy	WHS AFS Advisor	Y	2
Art Daniels	WHS Asst. Girls Basketball Coach	Y	17
Peter Weiss	WHS Head Girls Basketball Coach	N	9
Kim Greich	WHS Asst. Girls Basketball Coach	N	1
David Keller	WHS Freshman Girls Basketball Coach	N	8
Chad Pado	WHS Head Boys Basketball Coach	Y	8
Ben Hodge	WHS Asst. Boys Basketball Coach	Y	6
Shaun Koski	WHS Freshman Boys Basketball Coach	Y	4
Scott Jones	WHS Girls Head Soccer Coach	Y	12
Shaun Koski	WHS Girls Assistant Soccer Coach	Y	5
Mike Besu	WHS Boys Head Soccer Coach	Y	18
Doug Kuns	WHS Boys Assistant Soccer Coach	N	6
Gary Simpson	WHS Boys Head Cross Country Coach	Y	29
Travis Haselswerdt	WHS Girls Head Cross Country Coach	Y	4
Dan Berkheimer	WHS Head Volleyball Coach	Y	14
Casey Marcello	WHS Assistant Volleyball Coach	N	0
Ralph Dunbar	WHS Girls Head Tennis Coach	N	20
Mary Beth Schneider	WHS Girls Head Golf Coach	N	5
John Horwatt	WHS Head Boys Golf Coach	Y	1
Mike Antonyzyn	WHS Head Wrestling Coach	N	31
Terry Kennedy	WHS Assistant Wrestling Coach	Y	16
Bill Bowles	WHS Freshman Wrestling Coach	Y	22
Jim Walsh	WHS Boys/Girls Head Swimming Coach	N	13
Jeff Arnold	WHS Diving Coach	N	13
Melissa Coughlin	WHS Boys Assistant Swimming Coach	N	1
Sarah Bernazzoli	WHS Girls Assistant Swimming Coach	N	3
Nancy English	WHS Head Football Cheerleading Advisor	N	2
Nancy English	WHS Freshman Football Cheerleading Advisor	N	2
Nancy English	WHS Head Basketball Cheerleading Advisor	N	2
Nancy English	WHS Freshman Basketball Cheerleading Advisor	N	2
Bill Dull	WHS Equipment Manager	Y	13
Laura Jagels	WHS Faculty Manager	Y	7
Art Daniels	WHS Fall Athletic Contest Advisor	Y	NA
Jim Egan	WHS Winter Athletic Contest Advisor	Y	NA
Sarah Furey	WHS Bowling Co-Advisor	Y	1
Cindy Konscak	WHS Bowling Co-Advisor	Y	1
Albie Weiss	Web Site Coordinator	Y	NA
Judy McMasters	LBMS Math Competition Advisor	Y	2
Judy McMasters	LBMS Academic Challenge Advisor	Y	2
Lynnise Piskura	LBMS Cheerleading Advisor	Y	2
Donna Richards	LBMS Computer Club Co-Advisor	Y	1
Sue Wilson	LBMS Computer Club Co-Advisor	Y	5
Jessica Molinaar	LBMS Student Council Advisor	Y	0

EXHIBIT F-1-b-10

(continued – pg. 3)

Name	Position	In District	Step
Lynn Pettyjohn	LBMS Yearbook Advisor	Y	6
Darlene Fossesco	LBMS Newspaper Advisor	Y	0
Scott Rovniak	LBMS Band Director	Y	17
Scott Rovniak	LBMS Jazz Ensemble	Y	13
Gary Richards	LBMS Choral Director	Y	20
Gary Richards	LBMS Burneson Brigade	Y	10
Michael Allan	LBMS Strings Director	Y	3
Michael Allan	LBMS Honors Orchestra	Y	3
Michael Allan	LBMS Encore Director	Y	3
Donna Richards	LBMS Red Cross Co-Advisor	Y	1
Sue Wilson	LBMS Red Cross Co-Advisor	Y	4
Dennis Sullivan	LBMS Faculty Manager (2/3 Contract)	Y	1
Dan Barringer	LBMS Faculty Manager (1/3 Contract)	N	7
Kelly Crawford	LBMS Girls Cross Country Coach	N	3
Cara Kaminski	LBMS Boys Cross Country Coach	Y	1
Sally Falatach	LBMS Grade 8 Volleyball Head Coach	Y	20
Shannon Osborn	LBMS Grade 7 Volleyball Coach	N	2
Jack Stipek	LBMS Wrestling Head Coach	Y	13
Matt Bourn	LBMS Assistant Wrestling Coach	Y	4
John Holland	LBMS Grade 8 Boys Basketball Coach	Y	13
Dan Barringer	LBMS Grade 7 Boys Basketball Coach	N	11
Chuck Dubil	LBMS Grade 7 Girls Basketball Coach	Y	5
Brianne Kenneally	LBMS Grade 7 Girls Basketball Coach	Y	1
Sally Falatach	LBMS Grade 8 Girls Basketball Coach	Y	16
John Holland	LBMS Girls Track Head Coach	Y	22
Patrick McMorrow	LBMS Ski Club Co-Advisor	Y	0
Sandy Packis	LBMS Ski Club Co-Advisor	Y	0
Dennis Sullivan	LBMS Boys Track Head Coach	Y	8
Bill Bowles	LBMS Boys Track Assistant Coach	Y	14
Brad Behrendt	LBMS Boys Track Assistant Coach	Y	14
Kristen Pado	Parkside Yearbook Co-Advisor	Y	7
Dawn Dawson	Parkside Yearbook Co-Advisor	Y	7
Todd Eichenauer	Parkside Student Council Co-Advisor	Y	4
Jennifer Riley	Parkside Student Council Co-Advisor	Y	4
Michael Allan	Parkside Strings Director	Y	3
Michael Allan	Parkside Greensleeves Director	Y	3
Todd Eichenauer	Parkside Chorus Director	Y	7
Scott Rovniak	Parkside Band Director (50% Contract)	Y	17
Kathryn Hale	Parkside Band Director (50% Contract)	Y	7
Patrick McMorrow	Parkside Ski Club Co-Advisor	Y	0
Sandy Packis	Parkside Ski Club Co-Advisor	Y	0
Carrie Beatty	Parkside Drama Club Advisor	Y	5

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. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE SUMMER CURRICULUM WRITING
(CIP SUMMER UPDATE) FOR CERTIFICATED STAFF MEMBERS

RESOLVED THAT

the Westlake Board of Education approves Summer Curriculum Writing (CIP Summer Update) at the negotiated curriculum writing rate of pay not to exceed 24 hours each for the following certificated teachers:

Dawn Dawson
Susan Dodge

Tracy Lees
Christina Meecha

Hun Piazza
Ashley Witman

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE ADDITIONAL HOURS
FOR PERFORMING ARTS CENTER COORDINATOR

RESOLVED THAT

the Westlake Board of Education approves additional hours for the Performing Arts Coordinator at the negotiated hourly rate as follows:

Not To Exceed 252 Additional Hours

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

**RESOLUTION TO APPROVE STAFF RESIGNATIONS
FOR THE PURPOSE OF RETIREMENT**

RESOLVED THAT

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

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Name</u>	<u>Position</u>	<u>Effective</u>
Susan Antonyzyn	LBMS Int. Spec.	07/01/06	Patrick Walsh	WHS Soc. Studies	07/01/06
Ruth Barendt	Central Registration	07/01/06	Melinda Wilkinson	Holly Lane Art	07/01/06
Jeanne Bishop	WHS Science	07/01/06			
Jan Calvitti	WHS Fam./Cons. Sci.	07/01/06			
Diane Deibel	WHS Media Spec.	07/01/06	Nicolette Carlson	Dover Elementary	07/01/07
Kathleen Erzen	LBMS Science	07/01/06	Diane Lee	Dover Elementary	07/01/07
Meliton Garate	WHS Spanish	07/01/06	Lorene Mihalko	Psychologist	07/01/07
Douglas Hull	WHS Guidance	07/01/06	Jerry Miller	WHS Soc. Stud.	07/01/07
William Immler	WHS English	07/01/06	Gary Simpson	WHS Soc. Stud.	07/01/07
Mary Kay Jefferson	Parkside Math/Soc. Stud.	07/01/06	Susan Wilson	LBMS Guidance	07/01/07
Jan Mulichak	ESL Aide	07/01/06			
Bruce Pearson	Holly Lane Phys. Ed.	07/01/06	Lillian Angell	WHS Business	07/01/08
Glenn Ploegstra	WHS Science	07/01/06	William Dull	WHS English	07/01/08
James Reimueller	WHS English	07/01/06	Carol Fisher	WHS Science	07/01/08
Joseph Scherma	WHS English	07/01/06	Joanne Harootunian	WHS Int. Spec.	07/01/08
Donald Spice	LBMS Physical Ed.	07/01/06	Donald Jessie	WHS Science	07/01/08
Robert Stanley	WHS Social Studies	07/01/06	Karen Schmidt	WHS Int. Spec.	07/01/08
Douglas Thompson	WHS English	07/01/06	Katherine Siller	Parkside Phys. Ed.	07/01/08
Jon Thompson	LBMS Lang. Arts	07/01/06	Rebecca Sofka	WHS Business	07/01/08
Gary Uhl	WHS Science	07/01/06	Wade Werner	WHS English	07/01/08

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

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:

Hal Kendrick
Technology Coordinator

Effective: 08/01/06

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

**RESOLUTION TO APPROVE SUMMER EMPLOYMENT
FOR CLASSIFIED STAFF MEMBERS**

RESOLVED THAT

the Westlake Board of Education approves summer employment for classified staff members for 2006 effective 06/07/06 as follows:

<u>NAME</u>	<u>SCHOOL</u>	<u>RATE</u>	<u>HOURS</u>	<u>NAME</u>	<u>SCHOOL</u>	<u>RATE</u>	<u>HOURS</u>
Jill Miner	Hilliard	Step 3	8 Hrs, 5 Days	Carol Karohl	Bassett	Step 3	8 Hrs, 5 Days
Michelle Yehlik	Hilliard	Step 3	8 Hrs, 5 Days	Robyn Nock	Bassett	Step 2	8 Hrs, 5 Days
Howard Coleman	Hilliard	Step 3	8 Hrs, 5 Days	Callie Smith	Bassett	Step 1	8 Hrs, 2-3 Days
Sean Quinlan	Dover	Step 0	8 Hrs, 5 Days	Greg Kendall	Holly Lane	Step 1	8 Hrs, 5 Days
Dan Cooley	Dover	Step 2	8 Hrs, 5 Days	Cathy Allen	Holly Lane	Step 3	8 Hrs, 5 Days
Debbie Lukas	Dover	Cleaner	8 Hrs, 5 Days	Jerry Lewis	Holly Lane	Step 3	8 Hrs, 5 Days
Eileen Winters	Parkside	Step 1	8 Hrs, 2-3 Days				
John Winter	Parkside	Step 1	8 Hrs, 2-3 Days				
Angie Robinson	Parkside	Step 3	8 Hrs, 5 Days				
Debbie Rooney	Burneson	Step 1	8 Hrs, 2-3 Days	Mary Coleman	WHS	Step 3	8 Hrs, 5 Days
Shirley Krava	Burneson	Step 3	8 Hrs, 2-3 Days	James Bigenho	WHS	Step 1	8 Hrs, 5 Days
Larry Schenkelberg	Burneson	Step 0	8 Hrs, 5 Days	Meghan Hughes	WHS	Step 1	8 Hrs, 5 Days
Cindy Manning	Burneson	Step 1	8 Hrs, 2-3 Days	Jim Egan	WHS	Step 2	8 Hrs, 5 Days
Anthony Silaghi	Burneson	Step 1	8 Hrs, 5 days	Mark Howell	WHS	Step 2	8 Hrs, 5 Days
Victoria Beck-WHS		Effective:	2006 Summer				
Summer School Secretary		Rate:	Class A, Step 2				
Thomas Callahan		Effective:	05/15/06				
Summer Technician		Rate:	Step 3				

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

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. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO EXTEND
SCHOOL PHOTOGRAPHY CONTRACT

WHEREAS, quotations were solicited from 3 photographic studios for District photography services, received on May 30, 2003, opened, and evaluated, and awarded to Ohio School Pictures, and

WHEREAS, the contract contains a renewal provision for an additional three years, and

WHEREAS, informal quotations were solicited and the analysis reveals that Ohio School Pictures is the lowest bid, and

WHEREAS, all building principals recommend the renewal of the contract with Ohio School Pictures,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Westlake City School District extend the School Photography Contract to Ohio School Pictures of Berea, Ohio for an additional three years and that the Board President and Treasurer are authorized to extend the contract.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO AUTHORIZE MEMBERSHIP IN
OHIO HIGH SCHOOL ATHLETIC ASSOCIATION

RESOLVED THAT

the Westlake Board of Education authorizes continued membership in the Ohio High School Athletic Association for the 2006-2007 school year for the following Westlake schools:

Westlake High School
27830 Hilliard Boulevard
Westlake, Ohio 44145

Lee Burneson Middle School
2240 Dover Center Road
Westlake, Ohio 44145

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE FIELD TRIPS

RESOLVED THAT

the Westlake Board of Education approves the following field trips:

Parkside Intermediate School
Mohican Outdoor Education Trip
Butler, Ohio
Monday-Friday – September 25 – 29, 2006
Monday-Friday – October 23 – 27, 2006
Approximate Cost Per Pupil - \$240

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE SUNDAY BUILDING USE

RESOLVED THAT

the Westlake Board of Education approves Sunday building use as follows:

North Coast Needlers Quilt Guild
10th Biennial Quilt Show

Westlake High School
Cafeteria, Main Gym, Adjoining Hallway
Quilt Show
Sunday, 04/15/07
10:00 AM – 7:00 PM

Hilliard Elementary School PTA
50th Anniversary Open House

Hilliard Elementary School
Entire Building Open House
Sunday, 05/21/06
12:00 PM – 4:00 PM

2006 Baccalaureate Committee
Baccalaureate Ceremony

Westlake High School
Performing Arts Center
Sunday, June 4, 2006
5:00 PM – 10:00 PM

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO AUTHORIZE BIDS FOR
THE PAVING OF THE DOVER PARKING LOT

RESOLVED THAT

the Westlake Board of Education authorizes the Director of Business Affairs to develop specifications and secure bids for the paving of the Dover Elementary School parking lot.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO APPROVE TRANSPORTATION FOR SUMMER FIELD TRIPS

RESOLVED THAT

the Westlake Board of Education approves transportation for the following summer field trips.

Bassett Camp Link	June 14, 21, 28, 2006 August 2, 9, 16, 2006	July 12, 19, 26, 2006
Burneson Link	June 15, 22, 29, 2006 August 3, 10, 17, 2006	July 13, 20, 26, 2006
Goddard School – Field Trips	June 9, 13, 2006 August 2, 24, 2006	July 7, 10, 18, 2006
Parkside Preschool Nursery	June 16, 19, 26, 2006 August 14 & TBA, 2006	July 5, 10, 24, 26, 2006
St. John Westshore Festival of the Arts	July 8, 2006	Church on the Rise
Lakeshore Day Camp	June 19-July 27, 2006	Parkside Intermediate
Camp Cheerful	June 12-August 18, 2006	
Camp Help	To Be Determined	Westlake Developmental Center

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO DECLARE URGENT NECESSITY AND
SECURE QUOTATIONS FOR 4 SCHOOL BUSES

WHEREAS, the Westlake Board of Education delayed the purchase of 4 buses due to financial cutbacks,
and

WHEREAS, the administration has determined the need to begin replacement of these buses and have
them available for the 2006-07 school year, and

WHEREAS, it is too late to participate in the Ohio Schools Council School Bus Bidding Program,

NOW THEREFORE BE IT RESOLVED, the Westlake Board of Education hereby declares that an
urgent necessity exists and the legal requirement for bidding school buses shall be waived, and

BE IT FURTHER RESOLVED, The Board directs the administration to negotiate pricing and delivery
terms from firms that participated in the Ohio School's Council School Bus Bidding Program.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO ADOPT NEW BOARD OF EDUCATION POLICY
EFGA – WELLNESS POLICY

RESOLVED THAT

the Westlake Board of Education adopts new Board of Education Policy EFGA – Wellness Policy.

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D’Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O’Malley _____

Ms. Rocco _____

RESOLUTION TO ADOPT REVISED BOARD OF EDUCATION POLICY
JFC – STUDENT CONDUCT (ZERO TOLERANCE)

RESOLVED THAT

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

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO ADOPT REVISED BOARD OF EDUCATION 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. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

RESOLUTION TO ADOPT REVISED BOARD OF EDUCATION POLICY
JFCC-R – STUDENT CONDUCT ON SCHOOL BUSES (ALSO EEACC-R)

RESOLVED THAT

the Westlake Board of Education adopts revised Board of Education Policy JFCC-R – Student Conduct on School Buses (also EEACC-R).

Motion by _____

Seconded by _____

Roll Call Vote:

Mrs. D'Ettorre Wargo _____

Mr. Beal _____

Mr. Mays _____

Mr. O'Malley _____

Ms. Rocco _____

File: EFGA
WELLNESS POLICY

The Westlake City Schools Board of Education recognizes that children and youth who are healthy individuals can learn better and are more likely to complete their formal education. The Board also acknowledges that healthy staff can more effectively perform their assigned duties and model appropriate wellness behaviors for students. This policy and supporting regulations encourage a holistic approach to staff and student wellness that is sensitive to individual and community needs. The following areas are to be included:

Nutrition: Academic performance and quality of life issues are affected by the choice and availability of nutritious foods in our schools. Healthy foods support student physical growth, brain development, and resistance to disease, emotional stability and ability to learn.

Health Education and Life Skills: Healthy living skills shall be taught as part of the regular instructional program. This program shall provide the opportunity for all students to understand and to practice concepts and skills related to health promotion and disease prevention.

Physical Education and Activity: Physical education and physical activity are essential elements of each school's instructional program. The program shall provide the opportunity for all students to develop the knowledge, attitudes and skills necessary to participate in a lifetime of healthy physical activity.

Healthy and Safe Environment: A healthy and safe environment for all, before, during and after school supports academic success.

Social and Emotional Well-Being: Programs and services that support and value the social and emotional well being of students, families and staff build a healthy school environment.

Health Services: An effective community health care delivery system that promotes academic achievement by providing a broad scope of services from qualified health care providers will support the mental and physical health of students and staff.

Family, School and Community Partnership: Long-term effective partnerships improve the planning and implementation of health promotion projects and events within each school and throughout the community.

Staff Wellness: The district and each work site provides information about wellness resources and services and establish a staff committee to assist in identifying and supporting the health, safety and well being of site staff.

The Board directs the superintendent to develop and implement the Wellness Policy and supporting regulations. There are many activities that are common to all school and procedures for conducting them may vary. The administration will establish procedures for conducting activities in their individual areas of responsibility within the larger framework of the policy. This will include focused professional development for the appropriate staff. A district wellness committee will be established and maintained consistent with Federal and State guidelines. A progress report will be made annually to the Board on the implementation of this policy.

REGULATION

I. Nutrition

- A. Nutrition guidelines that require the use of products that are high in fiber, low in added fats, sugar and sodium, and served in appropriate portion sizes consistent with USDA standards shall be established for all foods offered by the district's Food Services Program. Menu and product selection shall utilize student, parent, staff and community advisory groups whenever possible. When economically feasible the district will utilize the services of a registered dietitian to develop lunch and breakfast menus to insure the USDA regulations for nutrition are met.
- B. Nutrition services policies and guidelines for reimbursable meals shall not be less restrictive than federal and state regulations require.
- C. A la carte offerings to students shall be nutritious and meet federal recommended guidelines and shall be selected with input from students, parents and staff.
- D. Guidelines for sales of snacks and beverages in the schools shall be developed to meet or exceed nationally recommended standards.
- E. The Food Service Department shall support classroom activities for all elementary students that promote good nutrition practices to promote health and reduce obesity.
- F. The use of food as rewards is discouraged. Alternative reward systems should be developed and encouraged by district administrators.
- G. The Board recognizes fundraising is an important activity that financially supports school programs. Food items that are sold for fundraising activities in the schools during the school day shall meet the district nutritional guidelines. Fundraising activities outside of the school day are encouraged to meet the district guidelines.

II. Health Education and Life Skills

- A. The school district shall develop and implement a K-12 health education curriculum.
- B. Students shall have access to valid and useful health information and health promotional services.
- C. Staff and students shall be encouraged to develop good hand washing practices.
- D. Students shall have the opportunity to practice behaviors that enhance health and/or reduce health risks during the school day including before and after school programs.
- E. Students shall be taught communication, goal setting and decision making skills that enhance personal, family and community health.

III. Physical Education and Activity

- A. The physical education program shall be designed to stress physical fitness and encourage healthy, active lifestyles. The physical education program shall consist of physical activities of at least a moderate intensity for a duration and frequency that is sufficient to provide a significant health benefit to students, subject to the differing abilities of students.

- B. Students shall be supported in setting and meeting personal fitness goals that result in the achievement and maintenance of a health enhancing level of physical fitness.
- C. Students shall be provided varied opportunities for enjoyment, challenge, self-expression and social interaction that will lead to a physically active lifestyle.

IV. Healthy and Safe Environment

- A. School buildings and grounds, structures, buses and equipment shall meet all current health and safety standards, and be kept inviting, clean, safe and in good repair.
- B. Schools and district offices shall maintain an environment that is free of tobacco, alcohol and other drugs.
- C. Safety procedures and appropriate training for students and staff shall support personal safety and a violence and harassment free environment.
- D. Each work site, school and classroom shall work to create an environment where students, parents/ guardians and staff are respected, valued and accepted with high expectations for personal behavior and accomplishments.

V. Social and Emotional Well-Being

- A. Each school shall provide a supportive environment that includes guidance and counseling services that encourages students, families and staff to request assistance when needed and links them to school or community resources.
- B. Students shall be provided the skills to express thoughts and feelings in a responsible manner and give and receive support from others.
- C. Students and staff will encourage an environment that fosters understanding and respect of the differences in others and how to build positive interpersonal relations.
- D. Students and staff shall be encouraged to balance work and recreation and help to become aware of factors, which may interfere with health development.
- E. Students shall be encouraged to develop and maintain a positive self-concept including an appropriate body image and self esteem.

VI. Health Services

- A. Primary coordination of health services shall be through school nurses with the support and direction from the School District and the Cuyahoga County Health Department.
- B. The Westlake City School District shall collaborate with community health liaisons and resources to promote health and wellness for students, families, staff and community.
- C. A coordinated program of community health services shall be accessible to students and staff which may include violence prevention, school safety, communicable disease prevention, health screening, including Body Mass Index (BMI), community health referrals, and immunizations, parenting skills, first aid/CPR and other priority health education topics.

VII. Family, School and Community Partnership

- A. Family, student and community partners shall be included on an ongoing basis in school and district wellness planning processes.
- B. The equality and diversity of the school district and community shall be valued in planning and implementing wellness activities.
- C. Community partnerships shall be developed and maintained as a resource for school and district programs, projects, activities and events.
- D. The school district shall actively develop and support the engagement of students, families and staff in community health enhancing activities and events at the school or throughout the community.

VIII. Staff Wellness

- A. Each school district site shall be in compliance with drug, alcohol and tobacco free policies.
- B. Each school district site shall provide an accessible and productive work environment free from physical dangers or emotional threat that is as safe as possible and consistent with applicable occupation and health laws, policies and rules.
- C. Staff shall be encouraged to engage in daily physical activity and wellness opportunities during the workday as part of work breaks and/or lunch periods, before or after work hours in site sponsored programs or as part of discounted membership in local fitness facilities as provided by the District Insurance Carrier.

Adoption Date:

File: JFC
STUDENT CONDUCT
(Zero Tolerance)

Students are expected to conduct themselves in a way that exhibits respect and consideration for the rights of others. Students of the District must conform with school regulations and accept directions from authorized school personnel. The Board has “zero tolerance” of violent, disruptive or inappropriate behavior by its students.

A student who fails to comply with established school rules or with any reasonable request made by school personnel on school property, **school owned, leased, or operated school vehicles or busses** and/or at school-related events is subject to approved student discipline regulations. The superintendent/designee develops regulations that establish strategies ranging from prevention to intervention to address student misbehavior.

Students and parents receive, at the beginning of each school year or upon entering during the year, written rules and regulations to which they are subject while in school or participating in any school-related activity or event. The information includes the types of conduct that are subject to suspension or expulsion from school or other forms of disciplinary action. The Board directs the administration to make all students aware of the Student Code of Conduct and the fact that any violations of the Student Code of Conduct are punishable. The rules also apply to any form of student misconduct directed at a District official or employee or the property of a District official or employee, regardless of where the misconduct occurs.

If a student violates this policy or the Code of Conduct, school personnel, students or parents should report the student to the appropriate principal. The administration cooperates in any prosecution pursuant to the criminal laws of the State of Ohio and local ordinances.

A student may be expelled for up to one year if he/she commits an act that inflicts serious physical harm to persons or property if it was committed at school, on other school property or at a school activity, event or program.

The superintendent is authorized to expel a student from school for a period not to exceed one year for making a bomb threat to a school building, or to any premises at which a school activity is occurring at the time of the threat. Any expulsion under this division extends, as necessary, into the school year following the school year in which the incident that gives rise to the expulsion takes place.

Matters that might lead to a reduction of the expulsion period include: the student’s mental and/or physical characteristics or conditions; the age of the student and its relevance to the punishment; the prior disciplinary history of the student and/or the intent of the perpetrator.

The Student Code of Conduct is made available to students and parents and is posted in a central location within each building.

Circumstances in Which Student Discipline is Appropriate

As detailed below, students are subject to school disciplinary action up to and including emergency removal, suspension and expulsion for any and all action(s) that directly affect the good order, efficiency, morale, management and welfare of the school. Students shall be subject to discipline for misconduct occurring in any of the following situations.

1. while in school, on school grounds, or in sight of school premises during, immediately before or immediately after school hours (including schools where the student is not in attendance;
2. while on school-owned, leased or operated buses or vehicles;
3. while waiting at school bus stops, walking to and from school bus stops or walking to and from school;
4. while engaged in or attending school-related activities whether on or off school grounds;

5. while on school grounds, at any time when school premises are being used by the school or by school-related groups;
6. while engaging in any conduct which directly affects the good order, morale, management and welfare of the school and
7. any conduct directed at a District official or employee or the property of such official regardless of where it occurs.

Serious Criminal Offenses

The superintendent is authorized to expel a student from school for a period not to exceed one year for committing an act that is a criminal offense when committed by an adult and that results in serious physical harm to persons or serious physical harm to property while the student is at school, on any other property owned or controlled by the Board, or at an interscholastic competition, an extracurricular event, or any other school program or activity. Any expulsion under this division shall extend, as necessary, into the school year following the school year in which the incident that gives rise to the expulsion takes place.

Serious physical harm to persons means any of the following:

1. any physical harm that carries a substantial risk of death;
2. any physical harm that involves some permanent incapacity, whether partial or total, or that involves some temporary, substantial incapacity;
3. any physical harm that involves some permanent disfigurement or that involves some temporary, serious disfigurement or
4. any physical harm that involves acute pain of such duration as to result in substantial suffering or that involves any degree of prolonged or intractable pain.

The superintendent is authorized to expel a student from school for a period not to exceed one year for making a bomb threat to a school building, or to any premises at which a school activity is occurring at the time of the threat. Any expulsion under this division extends, as necessary, into the school year following the school year in which the incident that gives rise to the expulsion takes place.

Adoption Date: May 23, 2002

Revision Date:

Legal Refs.: ORC 3313.20; 3313.534; 3313.66; 3313.661; 3313.662
OAC 3301-35-03

Cross Refs.: ABC, Student Involvement in Decision Making (Also JFB)
EBC, Emergency Plans
JFCA, Student Dress Code
JFCEA, Gangs
JFCJ, Dangerous Weapons in the Schools
JG, all subcodes
Student Handbooks

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 extra-curricular 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

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 is 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. Permission, consent or assumption of risk by any individual subjected to hazing 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 - Accomplish

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, ~~telephones~~, 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.** ~~or at school-sponsored events if, in the sole discretion of school authorities, such items are disruptive of the educational process. Students may use headsets during non-school hours with the permission of school authorities.~~ **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, dis-

rupts 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>	<u>Rule</u>
1 st	Up to a 10-Day Suspension and/or Police Contact and/or Court Referral and Recommendation for Possible Expulsion	<u>27 -</u>
2 nd	10-Day Suspension, Police Contact, Court Referral and Recommendation for Possible Expulsion	<u>Bom</u>
	<u>ats</u>	<u>b</u>
		<u>Thre</u>

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.

Adoption Date: May 23, 2002

Revision Date: May 15, 2003

Revision Date: May 20, 2004

Revision Date: April 27, 2005

File: JFCC-R (Also EEACC-R)
STUDENT CONDUCT ON SCHOOL BUSESSES

The School Board provides students - both public and nonpublic - transportation based on eligibility. Transportation service is a privilege and, as such, demands certain responsibilities and behaviors from the passengers.

Rules and Obligations of Students

All rules as stipulated are to be enforced by the school vehicle driver (with common sense) with ~~a feeling~~ **consideration** for the nature of the situation and the student.

The rules ~~will be divided into two levels or degrees of importance~~ **are important** with respect to student safety (the degree of eminent danger such an act could pose), respect for authority and the personal rights of others.

All Westlake City School District Student Code of Conduct rules apply while students are loading, unloading, waiting for, or riding school vehicles (Policy JFC & JFC-R). In addition, the following rules specific to bus safety will be followed:

Level One

1. All students will enter or leave a school vehicle in an orderly fashion (no pushing or shoving).
2. All students will be absolutely quiet at all railroad crossings and other areas designated by the driver.
3. All students are forbidden from changing seats, once seated.
4. All passengers are forbidden from throwing or propelling in any way, any object while in a school vehicle, or at a school vehicle **or out of a school vehicle**.
5. All students are to refrain from hanging any object or any part of their body outside a school vehicle.
6. All students must, upon a signal from the driver, cross at least 10 feet in front of the school vehicle.
7. All students will refrain from crossing behind the school vehicle.
8. ~~All students are not to smoke on a school vehicle.~~ **All students will refrain from committing acts of vandalism to a school vehicle. Such acts would include but not be limited to defacing, taking, breaking or altering in any way the physical condition of the interior or exterior of a school vehicle or to the personal property of others on the vehicle. In such cases where culpability is established for any of the above, the student responsible and his/her parents will be required to make restitution.**
9. ~~All students will refrain from spitting in or at a school vehicle.~~ **All students will refrain from causing, committing, participating in, encouraging or inciting any disruption on a school vehicle or at a school vehicle stop by virtue of their verbal or physical behavior.**
10. ~~All students will wear footwear, shoes or sandals, on a school vehicle.~~ **All students will comply with the instructions of the driver or other personnel in authority in the District.**
11. ~~All students will refrain from making verbal, written or physical gestures that convey obscene, disrespectful or demeaning connotations.~~ **All students will ride the school vehicle they have been assigned and refrain from loading or unloading at a stop other than the stop they are assigned.**
12. ~~All students will refrain from possessing and/or discharging any type of incendiary object or pyrotechnic while on or near a school vehicle.~~ **All students will refrain from eating or drinking and/or littering on a school vehicle.**
13. ~~All students will refrain from tampering with any equipment on or part of a school vehicle.~~ **All students will refrain from loud talk or noisemaking. Talk at a normal level is permissible.**

14. ~~All students will refrain from causing, committing, participating in, encouraging or inciting any disruption on a school vehicle or at a school vehicle stop by virtue of their verbal or physical behavior.~~ **Students will refrain from bringing animals of any kind on a school vehicle.**
15. ~~All students will refrain from bringing any dangerous objects on a school vehicle. Such objects could be, but not limited to, knives or firearms.~~ **Students will refrain from delaying the departure of a school vehicle by being frequently or habitually late to the designated stop or departure point.**
16. ~~All students will refrain from bringing drugs, alcohol, tobacco or any mind or body altering substance on a school vehicle. The only exception would be medication as prescribed by a student's physician.~~ **Students will refrain from spitting on, at or out of the school vehicle.**
17. ~~All students will refrain from committing acts of vandalism to a school vehicle. Such acts would involve but not be limited to defacing, taking, breaking or altering in any way the physical condition of the interior or exterior of a school vehicle or to the personal property of others on the vehicle. In such cases where culpability is established for any of the above, the student to blame and his/her parents will be charged for such damages.~~ **Students may not use cell phones on school vehicles unless granted permission by the adult supervising an extra-curricular event.**
18. ~~Habitual failure to comply with the instructions of the driver or other personnel in authority in the District.~~

Level Two

1. ~~All students will refrain from loading or unloading at a stop other than designated.~~
2. ~~All students will refrain from eating or drinking and/or littering a school vehicle.~~
3. ~~All students will refrain from loud talk or noisemaking. Talk at a normal level is permissible.~~
4. ~~Students will refrain from playing musical instruments or electronic devices such as radios, tape recorders, games etc.~~
5. ~~Students will refrain from bringing animals of any kind on a school vehicle.~~
6. ~~Students will refrain from delaying the departure of a school vehicle by being frequently or habitually late to the designated stop or departure point.~~
7. ~~Students will not save a seat or seats for others.~~
8. ~~Students will refrain from taking or occupying more than one seat.~~
9. ~~Students who are standing will not stand beside the driver or in the stairwell. They will also refrain from standing when seats are available.~~

Discipline

The Board authorizes the superintendent or other administrators to suspend a student from school bus riding privileges only for a period of up to one school year. ~~The only due process required is notice to the student of an intended bus riding suspension and an opportunity to appear before the administrator considering the suspension before it happens. The administrator's decision is final.~~ **Prior to being suspended from riding the bus, the student shall receive written notice of the alleged offense and have an opportunity to be heard before the appropriate school administrator. The parents and Transportation Department shall receive written notification of the bus privilege suspension. The suspension may be appealed in writing to the Director of Business Affairs within five days. The Director of Business Affairs may affirm, modify or rescind the suspension.**

Depending on the particular circumstances, the building administrator may consider suspension of the student from school in addition to suspending bus riding privileges. Suspension of school will be in compliance with Board of Education Policies JFC, JFC-R, JGD, JGD-R, JGE and JGE-R.

Procedures for Implementation

Level one offenses will be dealt with as follows:

1. An immediate verbal reprimand to the student ~~by the driver~~ followed immediately by a written statement and a completed bus conduct report form (see attached) from the driver to the transportation supervisor.
2. The principal of the school that the student attends will be notified so that the principal or designee can review the bus misconduct report and review the response of the student.
3. Based upon the review of the misconduct report and student response, the building administrator may suspend the student's bus riding privileges. The administrator is responsible for notifying the transportation department and the student's parents of the decision.
4. Suspensions from transportation privileges **and/or suspension from school** will be assessed for any infraction of transportation rules and regulations. Normally suspensions will be assigned in the following sequence. However, serious misconduct may result in a longer **bus suspension or suspension from school**.
 - A. First offense – **up to** 3 school days
 - B. Second offense - **up to** 5 school days
 - C. Third offense - **up to** 10 school days
 - D. Fourth and subsequent offenses - ~~could be for~~ **up to** the remainder of the current school year or into the next school year.
5. ~~No written warning will be required to be sent home to the parents of the student committing the infraction.~~ **The building principal and transportation director will maintain a record of all bus infractions.**
6. ~~If a suspension is given, the parents, principal and student involved will be notified of the suspension dates in writing (mail).~~
7. ~~A record of all suspensions will be kept. Untimely delays should be avoided. Therefore, each level, driver, transportation supervisor, principal and administration should perform their part of this process as quickly as possible.~~

Level two offenses

~~These infractions of the transportation rules and obligations will be administered the same as level one with the addition of a written warning being mailed to the parents before another infraction necessitates suspension action as outlined above.~~

Adoption Date: May 23, 2002

Revision Date: