

WESTLAKE CITY SCHOOLS
BOARD OF EDUCATION AGENDA
Wednesday, June 26, 2013 – 5:00 p.m. – Regular Meeting
Administration Building – 27200 Hilliard Blvd.

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

Call to Order Time: _____

Roll Call:

Mr. Mays _____
Ms. Winter _____
Mr. Cross _____
Mr. Falcone _____
Mrs. Leszynski _____

Pledge of Allegiance

VISION STATEMENT

The Westlake City School District will provide a dynamic, student centered, 21st Century learning environment. Our district will be characterized by high achievement, actively engaged learners, mutual respect, shared knowledge, pursuit of new skills and capabilities, collaborative learning, willingness to take action, a team commitment to data-driven continuous improvement, and tangible results.

MISSION STATEMENT

WE EDUCATE FOR EXCELLENCE...Empowering all students to achieve their educational goals,
to direct their lives, and to contribute to society.

Acknowledgment of Visitors

Approval of Agenda

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. Mays _____
Ms. Winter _____
Mr. Cross _____
Mr. Falcone _____
Mrs. Leszynski _____

*Hearing of Public (15 Minutes) Agenda Items

A. Superintendent's Report

B. Treasurer's Report/Recommendations

- | | |
|--|-------------|
| 1. Resolution to Issue Then and Now Certificate | Exhibit B-1 |
| 2. Resolution to Authorize Treasurer to Advance Funds | Exhibit B-2 |
| 3. Resolution to Adjust Year-end FY13 Appropriations | Exhibit B-3 |
| 4. Resolution to Approve FY14 Temporary Appropriations | Exhibit B-4 |

C. New Business

- | | |
|--|-------------|
| 1. Resolution to Approve Resignations, Substitutes and Employment for Staff Members | Exhibit C-1 |
| 2. Resolution to Approve Stipends for Certified Professional Development | Exhibit C-2 |
| 3. Resolution to Approve Employment Revisions of 2013 WHS Summer School Staff | Exhibit C-3 |
| 4. Resolution to Approve the Employment of Project Link Personnel | Exhibit C-4 |
| 5. Resolution to Approve Agreements for Admission of Tuition Pupils and Purchased Services | Exhibit C-5 |

D. Board Items

Second Reading of Policy AFC-1 and GCN-1 - Evaluation of Professional Staff (Ohio Teacher Evaluation System)

Second Reading of Policy AFC-2 and GCN-2 - Evaluation of Professional Staff (Administrators both Professional & Support)

Second Reading of Policy AFC-2-R and GCN-2-R - Evaluation of Professional Staff (Administrators both Professional & Support)

Second Reading of Policy BDDF-E - Voting Method (5-Member Board)

Second Reading of Policy GCBB - Professional Staff Supplemental Contracts

Second Reading of Policy IGBEA - Reading Skills Assessments & Intervention (Third Grade Reading Guarantee)

Second Reading of Policy IGBEA-R - Reading Skills Assessments & Intervention (Third Grade Reading Guarantee)

Second Reading of Policy IGD - Co-curricular & Extracurricular Activities

Second Reading of Policy IGDJ - Interscholastic Athletics

Second Reading of Policy IKE - Promotion & Retention of Students

Second Reading of Policy IKF - Graduation Requirements

1. Resolution to Approve Policy Adoptions and Revisions

Exhibit D-1

E. Discussion Item

1. Public Meeting – Comment on Intent to Rehire Pamela Griebel, a Retired Administrative Staff Member

*Hearing of Public (15 Minutes)

F. Adjournment

Time: _____

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

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 ISSUE THEN AND NOW CERTIFICATE

RESOLVED THAT

the Westlake Board of Education authorize a Then and Now Certificate for the following purchase order:

PO No.	Vendor	Description	Amount
92605	Illuminating Co.	Electrical Charges for LBMS	\$5,483.50

Motion by: _____
 Seconded by: _____
 Roll Call Vote:
 Mr. Mays _____
 Ms. Winter _____
 Mr. Cross _____
 Mr. Falcone _____
 Mrs. Leszynski _____

RESOLUTION TO AUTHORIZE TREASURER TO ADVANCE FUNDS

RESOLVED THAT

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

From	To	Amount
General Fund (001)	Local Government Innovation FY13 (499-9113)	\$187.00
General Fund (001)	National School Lunch Expansion Program (599-9113)	\$18,624.53

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO ADJUST YEAR-END FY13 APPROPRIATIONS

RESOLVED THAT

the Westlake Board of Education adjust the year-end FY13 appropriations:

GENERAL FUND			
Account	From	To	Difference
001-1100-100			
Instructional-Salaries	\$17,340,280.94	\$17,090,892.79	(\$249,388.15)
001-1100-200			
Instructional-Benefits	\$5,827,371.53	\$5,386,759.31	(\$440,612.22)
001-1100-500			
Instructional-Supplies	\$589,680.24	\$716,953.50	\$127,273.26
001-1100-600			
Instructional-Equipment	\$146,968.92	\$143,993.29	(\$2,975.63)
001-1100-800			
Instructional-Miscellaneous	\$28,000.00	\$57,301.28	\$29,301.28
001-1200-100			
Special Education-Salaries	\$3,382,505.04	\$4,562,157.11	\$1,179,652.07
001-1200-200			
Special Education-Benefits	\$1,465,843.33	\$1,897,840.91	\$431,997.58
001-1200-400			
Special Education-Purchased Services	\$162,027.28	\$250,993.22	\$88,965.94
001-1200-500			
Special Education-Supplies	\$9,634.06	\$9,581.80	(\$52.26)
001-1200-600			
Special Education-Equipment	\$2,922.37	\$2,430.37	(\$492.00)
001-1900-100			
Other Instruction-Salaries	\$156,137.39	\$171,455.05	\$15,317.66

EXHIBIT B-3
(Continued)

001-1900-200			
Vocational-Benefits	\$83,062.48	\$88,834.78	\$5,772.30
001-2100-100			
General Support Services-Salaries	\$2,186,383.17	\$2,289,050.21	\$102,667.04
001-2100-500			
General Support Services-Supplies	\$31,390.61	\$31,946.58	\$555.97
001-2200-100			
General Support Services-Salaries	\$2,359,251.65	\$1,164,281.92	(\$1,194,969.73)
001-2200-200			
General Support Services-Benefits	\$920,468.68	\$383,060.67	(\$537,408.01)
001-2200-400			
General Support Services-Purch Services	\$315,306.44	\$233,687.66	(\$81,618.78)
001-2300-200			
Board of Education-Benefits	\$3,607.50	\$3,667.81	\$60.31
001-2400-200			
Admin-Benefits	\$914,544.21	\$917,519.84	\$2,975.63
001-2400-400			
Admin-Purchased Services	\$321,759.39	\$340,959.39	\$19,200.00
001-2400-800			
Admin-Miscellaneous	\$67,937.00	\$48,737.00	(\$19,200.00)
001-2500-100			
Fiscal-Salaries	\$376,214.06	\$377,357.17	\$1,143.11
001-2500-400			
Fiscal-Purchased Services	\$37,916.99	\$41,077.17	\$3,160.18
001-2500-500			
Fiscal-Services	\$7,200.00	\$12,776.59	\$5,576.59
001-2600-100			
Business-Salaries	\$303,489.47	\$306,815.25	\$3,325.78

EXHIBIT B-3
(Continued)

001-2600-200			
Business-Benefits	\$127,720.88	\$136,149.55	\$8,428.67
001-2600-500			
Business-Supplies	(\$14,734.41)	(\$10,013.07)	\$4,721.34
001-2700-400			
Maintenance-Purchased Services	\$1,806,657.84	\$1,806,507.84	(\$150.00)
001-2700-500			
Maintenance-Supplies	\$231,703.86	\$232,216.08	\$512.22
001-2700-600			
Maintenance-Equipment	\$62,730.26	\$109,205.30	\$46,475.04
001-2800-100			
Transportation-Salaries	\$2,431,266.92	\$2,458,406.95	\$27,140.03
001-2800-500			
Transportation-Supplies	\$551,565.58	\$556,127.14	\$4,561.56
001-2900-100			
Community Information-Salaries	\$70,860.00	\$180,242.75	\$109,382.75
001-2900-200			
Community Information-Benefits	\$29,067.45	\$72,427.85	\$43,360.40
001-2900-500			
Community Information-Supplies	\$5,098.69	\$5,190.90	\$92.21
001-4100-100			
General Academic-Salaries	\$112,463.92	\$118,605.86	\$6,141.94
001-5300-400			
Architect-Purchased Services	\$14,800.00	\$15,300.00	\$500.00
001-5600-600			
General Site Improvement-Equipment	\$0.00	\$220,000.00	\$220,000.00
001-7400-900			
Advances Out	\$34,818.55	\$53,630.08	\$18,811.53
001-7500-900			
Refund of Prior Year Receipts	\$200.00	\$19,994.39	\$19,794.39
Total	\$42,504,122.29	\$42,504,122.29	\$0.00

EXHIBIT B-3
(Continued)

BOND RETIREMENT			
Account	From	To	Difference
002-2500-800			
Bond Retirement-Auditor/Treasurer Fees	\$111,364.62	\$113,675.66	\$2,311.04
002-6100-410-9002			
Bond Retirement-Legal Services	\$9,000.00	\$6,688.96	(\$2,311.04)
Total	\$120,364.62	\$120,364.62	\$0.00
INTERDISTRICT SUMMER SCHOOL			
Account	From	To	Difference
011-1100-100-9011			
Summer School-Salaries	\$41,211.05	\$41,362.91	\$151.86
011-1100-200-9011			
Summer School-Benefits	\$6,312.37	\$6,335.83	\$23.46
011-1100-500-9011			
Summer School-Supplies	\$2,074.34	\$1,899.02	(\$175.32)
Total	\$49,597.76	\$49,597.76	\$0.00
PROJECT LINK			
Account	From	To	Difference
011-2400-100-9111			
Project Link-Admin Salaries	\$50,878.72	\$0.00	(\$50,878.72)
011-2400-200-9111			
Project Link-Admin Benefits	\$30,770.74	\$0.00	(\$30,770.74)
011-3200-100-9111			
Project Link-Salaries	\$198,315.57	\$278,433.06	\$80,117.49
011-3200-200-9111			
Project Link-Benefits	\$54,624.12	\$92,704.92	\$38,080.80
011-3200-400-9111			
Project Link-Purchased Services	\$9,426.53	\$9,588.05	\$161.52
011-3200-500-9111			
Project Link-Supplies	\$49,190.19	\$48,246.27	(\$943.92)
011-3200-600-9111			
Project Link-Equipment	\$430.00	\$49.99	(\$380.01)

EXHIBIT B-3
(Continued)

011-7500-900-9111			
Project Link-Refund of Prior Year Receipt	<u>\$800.00</u>	<u>\$81.20</u>	<u>(\$718.80)</u>
Total	\$394,435.87	\$429,103.49	\$34,667.62
STUDENT ACTIVITY			
Account	From	To	Difference
200-4100-800-9131			
WHS Drama Club-Miscellaneous	\$10,000.00	\$23,775.28	\$13,775.28
200-4100-800-9165			
WHS German Club-Miscellaneous	\$250.00	\$1,274.83	\$1,024.83
200-4100-800-9170			
Burneson-Science Club-Miscellaneous	\$800.00	\$3,364.81	\$2,564.81
200-4100-800-9171			
WHS Science Olympiad-Miscellaneous	\$1,080.00	\$1,864.89	\$784.89
200-4600-500-9175			
Burneson Environmental Club-Supplies	\$5,000.00	\$5,059.28	\$59.28
200-4100-800-9185			
WHS Spanish Club-Miscellaneous	\$564.00	\$969.34	\$405.34
200-4100-800-9195			
WHS French Club-Miscellaneous	\$488.00	\$1,508.77	\$1,020.77
200-4100-800-9200			
WHS Foreign Language-Miscellaneous	\$4,500.00	\$7,816.99	\$3,316.99
200-4300-800-9390			
WHS Work Study-Miscellaneous	\$1,050.00	\$1,224.71	\$174.71
200-4600-800-9612			
WHS Work Study-Miscellaneous	\$12,000.00	\$20,490.21	\$8,490.21
200-4600-800-9631			
Burneson Builders Club-Miscellaneous	\$250.00	\$675.96	\$425.96
200-4600-800-9632			
WHS Key Club-Miscellaneous	\$1,050.00	\$3,166.56	\$2,116.56

EXHIBIT B-3
(Continued)

200-4600-800-9636			
WHS SADD-Miscellaneous	\$100.00	\$1,205.84	\$1,105.84
200-4600-800-9680			
WHS Panorama-Miscellaneous	\$3,000.00	\$4,653.50	\$1,653.50
200-4600-800-9691			
WHS Green & White-Miscellaneous	\$250.00	\$2,935.45	\$2,685.45
200-4100-800-9710			
WHS National Honor Society-Misc.	\$2,500.00	\$3,421.89	\$921.89
200-4600-800-9720			
WHS Leadership Challenge-Misc.	\$7,950.00	\$13,157.50	\$5,207.50
200-4600-800-9848			
WHS Class of 2014-Miscellaneous	\$1,150.00	\$4,584.85	\$3,434.85
200-4600-800-9848			
WHS Class of 2015-Miscellaneous	\$400.00	\$1,098.29	\$698.29
200-4600-800-9849			
WHS Class of 2016-Miscellaneous	\$100.00	\$653.84	\$553.84
Total	\$52,482.00	\$102,902.79	\$50,420.79
ST. BERNADETTE FY13			
Account	From	To	Difference
401-3200-400-9813			
Purchased Services	\$45,247.67	\$44,366.67	(\$881.00)
401-3200-500-9813			
Supplies & Materials	\$82,131.88	\$83,013.08	\$881.20
401-3200-600-9813			
Equipment	\$86,094.60	\$86,094.40	(\$0.20)
Total	\$213,474.15	\$213,474.15	\$0.00
LOCAL GOVERNMENT INNOVATION FY13 (IB PROGRAM)			
Account	From	To	Difference
499-1100-400-9113			
Instruction Purch Services (In District-Staff)	\$68,887.26	\$31,934.90	(\$36,952.36)
499-1100-500-9113			
Instruction Supplies (In District)	\$9,950.00	\$555.96	(\$9,394.04)

EXHIBIT B-3
(Continued)

499-2200-100-9113			
Support Services - Wages (In District)	\$12,546.00	\$0.00	(\$12,546.00)
499-2200-200-9113			
Support Services - Benefits (In District)	\$4,879.00	\$0.00	(\$4,879.00)
499-3200-400-9113			
Purchased Services (Out of District)	\$3,737.74	\$3,577.74	(\$160.00)
Total	\$100,000.00	\$36,068.60	(\$63,931.40)
OHIO 2013 NATIONAL SCHOOL LUNCH PROGRAM EXPANSION FY13			
Account	From	To	Difference
599-3100-500-9113			
Supplies & Materials	\$7,000.00	\$2,720.00	(\$4,280.00)
599-3100-600-9113			
Equipment	\$18,000.00	\$15,904.53	(\$2,095.47)
599-7400-900-9113			
Return of Advance	\$0.00	\$18,444.53	\$18,444.53
Total	\$25,000.00	\$37,069.06	\$12,069.06
ABLE FY12			
Account	From	To	Difference
501-1400-100-9312			
Instruction Salaries & Wages	\$6,282.90	\$9,189.99	\$2,907.09
501-1400-200-9312			
Instruction Benefits	\$394.10	\$871.90	\$477.80
501-2200-100-9312			
Support Services/PD Salaries & Wages	\$3,072.51	\$165.42	(\$2,907.09)
501-2200-200-9312			
Support Services/PD Benefits	\$504.98	\$27.18	(\$477.80)
Total	\$10,254.49	\$10,254.49	\$0.00
ABLE FY13			
Account	From	To	Difference
501-1400-100-9313			
Instruction Salaries & Wages	\$25,606.04	\$47,793.74	\$22,187.70

EXHIBIT B-3
(Continued)

501-1400-200-9313			
Instruction Benefits	\$4,820.91	\$8,447.98	\$3,627.07
501-1400-400-9313			
Instruction Purchased Services	\$0.00	\$107.40	\$107.40
501-1400-500-9313			
Instruction Supplies and Materials	\$4,116.63	\$4,466.63	\$350.00
501-2200-100-9313			
Support Services/PD Salaries & Wages	\$24,579.19	\$2,391.49	(\$22,187.70)
501-2200-200-9313			
Support Services/PD Benefits	\$4,018.41	\$391.34	(\$3,627.07)
501-2200-400-9313			
Support Services/PD Purchased Services	\$1,607.40	\$1,500.00	(\$107.40)
501-2200-400-9313			
Support Services/Supplies and Materials	<u>\$350.00</u>	<u>\$0.00</u>	<u>(\$350.00)</u>
Total	\$65,098.58	\$65,098.58	\$0.00
ABLE TRI-C FY12			
Account	From	To	Difference
501-1400-100-9412			
Instruction Salaries & Wages	\$703.87	\$1,539.04	\$835.17
501-1400-200-9412			
Instruction Benefits	\$115.69	\$252.95	\$137.26
501-2200-100-9412			
Support Services/PD Salaries & Wages	\$835.17	\$0.00	(\$835.17)
501-2200-200-9412			
Support Services/PD Benefits	<u>\$137.26</u>	<u>\$0.00</u>	<u>(\$137.26)</u>
Total	\$1,791.99	\$1,791.99	\$0.00
TITLE VI-B IDEA FY12			
Account	From	To	Difference
516-1200-100-9612			
Instruction Salaries & Wages	\$0.00	\$3,654.47	\$3,654.47
516-1200-200-9612			
Instruction Benefits	\$0.00	\$6,122.14	\$6,122.14

EXHIBIT B-3
(Continued)

516-2200-100-9612			
Support Services Salaries & Wages	\$3,654.47	\$0.00	(\$3,654.47)
516-2200-200-9612			
Support Services Benefits	<u>\$6,122.14</u>	<u>\$0.00</u>	<u>(\$6,122.14)</u>
Total	\$9,776.61	\$9,776.61	\$0.00
TITLE VI-B IDEA FY13			
Account	From	To	Difference
516-1200-100-9613			
Instruction Salaries & Wages	\$0.00	\$45,707.94	\$45,707.94
516-1200-200-9613			
Instruction Benefits	\$0.00	\$42,460.03	\$42,460.03
516-2200-100-9613			
Support Services Salaries & Wages	\$50,207.94	\$4,500.00	(\$45,707.94)
516-2200-200-9613			
Support Services Benefits	<u>\$42,460.03</u>	<u>\$0.00</u>	<u>(\$42,460.03)</u>
Total	\$92,667.97	\$92,667.97	\$0.00

Motion by: _____
 Seconded by: _____
 Roll Call Vote:
 Mr. Mays _____
 Ms. Winter _____
 Mr. Cross _____
 Mr. Falcone _____
 Mrs. Leszynski _____

RESOLUTION TO APPROVE FY14 TEMPORARY APPROPRIATIONS

RESOLVED THAT

the Westlake Board of Education approve the FY14 temporary appropriations (see attached).

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

**FY14 TEMPORARY APPROPRIATIONS
GENERAL FUND**

<u>FND</u>	<u>FUNC</u>	<u>OBJ</u>	<u>SCC</u>	<u>DESCRIPTION</u>	<u>TEMP. APPROP.</u>	<u>TOTALS</u>
001	1100	100		SALARIES AND WAGES	\$ 4,989,578.45	
001	1100	200		FRINGE BENEFITS	\$ 1,601,798.21	
001	1100	400		PURCHASED SERVICES	\$ 55,000.00	
001	1100	500		SUPPLIES AND MATERIALS	\$ 200,000.00	
001	1100	600		CAPITAL OUTLAY	\$ 50,000.00	
001	1100	800		OTHER	\$ 40,000.00	
				TOTAL REGULAR INSTRUCTION	\$ 6,936,376.66	
001	1200	100		SALARIES AND WAGES	\$ 900,000.00	
001	1200	200		FRINGE BENEFITS	\$ 410,000.00	
001	1200	400		PURCHASED SERVICES	\$ 3,900.00	
001	1200	500		SUPPLIES AND MATERIALS	\$ 14,000.00	
001	1200	600		CAPITAL OUTLAY	\$ 6,500.00	
001	1200	800		OTHER	\$ 3,000.00	
				TOTAL SPECIAL INSTRUCTION	\$ 1,337,400.00	
001	1300	100		SALARIES AND WAGES	\$ 70,000.00	
001	1300	200		FRINGE BENEFITS	\$ 11,000.00	
001	1300	400		PURCHASED SERVICES	\$ 3,500.00	
001	1300	500		SUPPLIES AND MATERIALS	\$ 2,000.00	
001	1300	600		CAPITAL OUTLAY	\$ -	
001	1300	800		OTHER	\$ -	
				TOTAL VOCATIONAL INSTRUCTION	\$ 86,500.00	
001	1400	500		SUPPLIES AND MATERIALS		
				TOTAL ADULT BASIC LEARNING		
001	1900	100		SALARIES AND WAGES	\$ 60,000.00	
001	1900	200		FRINGE BENEFITS	\$ 20,000.00	
001	1900	400		PURCHASED SERVICES	\$ 1,200,000.00	
001	1900	500		SUPPLIES AND MATERIALS	\$ -	
001	1900	600		CAPITAL OUTLAY	\$ -	
001	1900	800		OTHER	\$ -	
				TOTAL OTHER INSTRUCTION	\$ 1,280,000.00	
				TOTAL INSTRUCTION		\$ 9,640,276.66
001	2100	100		SALARIES AND WAGES	\$ 585,000.00	
001	2100	200		FRINGE BENEFITS	\$ 120,000.00	
001	2100	400		PURCHASED SERVICES	\$ 625,000.00	
001	2100	500		SUPPLIES AND MATERIALS	\$ 28,000.00	
001	2100	600		CAPITAL OUTLAY	\$ 500.00	
001	2100	800		OTHER	\$ 27,000.00	
				TOTAL SUPPORT SERVICES - PUPILS	\$ 1,385,500.00	
001	2200	100		SALARIES AND WAGES	\$ 450,000.00	
001	2200	200		FRINGE BENEFITS	\$ 110,000.00	
001	2200	400		PURCHASED SERVICES	\$ 165,000.00	
001	2200	500		SUPPLIES AND MATERIALS	\$ 90,000.00	
001	2200	600		CAPITAL OUTLAY	\$ 50,000.00	
001	2200	800		OTHER	\$ 6,000.00	
				TOTAL SUPPORT SERVICES - INSTRUCTIONAL STAFF	\$ 871,000.00	

**FY14 TEMPORARY APPROPRIATIONS
GENERAL FUND**

<u>FND</u>	<u>FUNC</u>	<u>OBJ</u>	<u>SCC</u>	<u>DESCRIPTION</u>	<u>TEMP. APPROP.</u>	<u>TOTALS</u>
001	2300	100		SALARIES AND WAGES	\$ 4,375.00	
001	2300	200		FRINGE BENEFITS	\$ 995.00	
001	2300	400		PURCHASED SERVICES	\$ 3,000.00	
001	2300	500		SUPPLIES AND MATERIALS	\$ 1,500.00	
001	2300	600		CAPITAL OUTLAY	\$ -	
001	2300	800		OTHER	\$ -	
				TOTAL SUPPORT SERVICES - BOARD OF EDUCATION	\$ 9,870.00	
001	2400	100		SALARIES AND WAGES	\$ 475,000.00	
001	2400	200		FRINGE BENEFITS	\$ 220,000.00	
001	2400	400		PURCHASED SERVICES	\$ 210,000.00	
001	2400	500		SUPPLIES AND MATERIALS	\$ 43,000.00	
001	2400	600		CAPITAL OUTLAY	\$ 3,500.00	
001	2400	800		OTHER	\$ 30,000.00	
				TOTAL SUPPORT SERVICES - ADMINISTRATION	\$ 981,500.00	
001	2500	100		SALARIES AND WAGES	\$ 95,000.00	
001	2500	200		FRINGE BENEFITS	\$ 45,000.00	
001	2500	400		PURCHASED SERVICES	\$ 18,000.00	
001	2500	500		SUPPLIES AND MATERIALS	\$ 3,200.00	
001	2500	600		CAPITAL OUTLAY	\$ 2,500.00	
001	2500	800		OTHER	\$ 320,000.00	
				TOTAL SUPPORT SERVICES - FISCAL	\$ 483,700.00	
001	2600	100		SALARIES AND WAGES	\$ 74,000.00	
001	2600	200		FRINGE BENEFITS	\$ 31,000.00	
001	2600	400		PURCHASED SERVICES	\$ 45,000.00	
001	2600	500		SUPPLIES AND MATERIALS	\$ 15,000.00	
001	2600	600		CAPITAL OUTLAY	\$ 500.00	
001	2600	800		OTHER	\$ 2,000.00	
				TOTAL SUPPORT SERVICES - BUSINESS	\$ 167,500.00	
001	2700	100		SALARIES AND WAGES	\$ 470,000.00	
001	2700	200		FRINGE BENEFITS	\$ 190,000.00	
001	2700	400		PURCHASED SERVICES	\$ 1,000,000.00	
001	2700	500		SUPPLIES AND MATERIALS	\$ 130,000.00	
001	2700	600		CAPITAL OUTLAY	\$ 29,000.00	
001	2700	800		OTHER	\$ -	
				TOTAL SUPPORT SERVICES - OPER & MAINT-FACILITIES	\$ 1,819,000.00	
001	2800	100		SALARIES AND WAGES	\$ 475,000.00	
001	2800	200		FRINGE BENEFITS	\$ 260,000.00	
001	2800	400		PURCHASED SERVICES	\$ 130,000.00	
001	2800	500		SUPPLIES AND MATERIALS	\$ 170,000.00	
001	2800	600		CAPITAL OUTLAY	\$ 290,000.00	
001	2800	800		OTHER	\$ 500.00	
				TOTAL SUPPORT SERVICES - PUPIL TRANSPORTATION	\$ 1,325,500.00	
001	2900	100		SALARIES AND WAGES	\$ 48,000.00	
001	2900	200		FRINGE BENEFITS	\$ 9,800.00	
001	2900	400		PURCHASED SERVICES	\$ 25,000.00	
001	2900	500		SUPPLIES AND MATERIALS	\$ 3,000.00	
001	2900	600		CAPITAL OUTLAY	\$ -	
001	2900	800		OTHER	\$ 500.00	
				TOTAL SUPPORT SERVICES - CENTRAL	\$ 86,300.00	
				TOTAL SUPPORT SERVICES		\$ 7,129,870.00

**FY14 TEMPORARY APPROPRIATIONS
GENERAL FUND**

<u>FND</u>	<u>FUNC</u>	<u>OBJ</u>	<u>SCC</u>	<u>DESCRIPTION</u>	<u>TEMP. APPROP.</u>	<u>TOTALS</u>
001	4100	100		SALARIES AND WAGES	\$ 2,500.00	
001	4100	200		FRINGE BENEFITS	\$ 200.00	
001	4100	400		PURCHASED SERVICES	\$ -	
001	4100	500		SUPPLIES AND MATERIALS	\$ -	
001	4100	600		CAPITAL OUTLAY	\$ -	
001	4100	800		OTHER	\$ -	
				TOTAL ACADEMIC & SUBJECT ORIENTED ACTIVITIES	\$ 2,700.00	
001	4500	100		SALARIES AND WAGES	\$ 125,000.00	
001	4500	200		FRINGE BENEFITS	\$ 32,000.00	
001	4500	400		PURCHASED SERVICES	\$ 1,200.00	
001	4500	500		SUPPLIES AND MATERIALS	\$ -	
001	4500	600		CAPITAL OUTLAY	\$ -	
001	4500	800		OTHER	\$ -	
				TOTAL SPORTS ORIENTED ACTIVITIES	\$ 158,200.00	
				TOTAL EXTRACURRICULAR ACTIVITIES		\$ 160,900.00
001	5300	100		SALARIES AND WAGES	\$ -	
001	5300	200		FRINGE BENEFITS	\$ -	
001	5300	400		PURCHASED SERVICES	\$ 7,500.00	
001	5300	500		SUPPLIES AND MATERIALS	\$ -	
001	5300	600		CAPITAL OUTLAY	\$ -	
001	5300	800		OTHER	\$ -	
				TOTAL ARCHITECTURE & ENGINEERING SERVICES	\$ 7,500.00	
001	5500	100		SALARIES AND WAGES	\$ 16,000.00	
001	5500	200		FRINGE BENEFITS	\$ 2,900.00	
001	5500	400		PURCHASED SERVICES	\$ 100.00	
001	5500	500		SUPPLIES AND MATERIALS	\$ 500.00	
001	5500	600		CAPITAL OUTLAY	\$ -	
001	5500	800		OTHER	\$ -	
				TOTAL CONSTRUCTION SERVICES	\$ 19,500.00	
001	5600	100		SALARIES AND WAGES	\$ -	
001	5600	200		FRINGE BENEFITS	\$ -	
001	5600	400		PURCHASED SERVICES	\$ 2,500.00	
001	5600	500		SUPPLIES AND MATERIALS	\$ -	
001	5600	600		CAPITAL OUTLAY	\$ 20,000.00	
001	5600	800		OTHER	\$ -	
				TOTAL BUILDING IMPROVEMENT SERVICES	\$ 22,500.00	
				TOTAL FACILITIES & CONSTRUCTION SERVICES		\$ 49,500.00
001	7100			CONTINGENCIES		
001	7200	900		TRANSFERS	\$ 10,000.00	
001	7400	900		ADVANCES	\$ 15,000.00	
001	7500	900		REFUND OF PRIOR YEAR RECEIPTS	\$ 1,000.00	
001	7900			OTHER MISCELLANEOUS USE OF FUNDS	\$ -	
				TOTAL OTHER USES OF FUNDS		\$ 26,000.00
				TOTAL GENERAL FUND APPROPRIATIONS		\$ 17,006,546.66

**FY14 TEMPORARY APPROPRIATIONS
OTHER FUNDS**

Exhibit B-4

<u>FND</u>	<u>FUNC</u>	<u>OBJ</u>	<u>SCC</u>	<u>DESCRIPTION</u>	<u>TEMP. APPROP.</u>	<u>TOTALS</u>
002	2500	800	9002	BOND RETIREMENT- OTHER FEES	\$ 50,000.00	
002	6100	400	9002	BOND RETIREMENT-PURCHASED SERVICES	\$ 2,500.00	
002	6100	800	9002	BOND RETIREMENT-REDEMPTION/ INTEREST/ OTHER	\$ -	
				TOTAL BOND RETIREMENT		\$ 52,500.00
003	1100	600	9003	PERMANENT IMPROVEMENT-INSTRUCT CAPITAL OUTLAY	\$ 680.00	
				TOTAL PERMANENT IMPROVEMENT		\$ 680.00
004	5500	400	9002	AUDITORIUM ACQUISITION/PURCHASED SERVICE	\$ 4,000.00	
004	5500	500	9002	AUDITORIUM ACQUISITION/SUPPLY	\$ 4,000.00	
004	5500	600	9002	AUDITORIUM ACQUISITION/EQUIPMENT	\$ 3,000.00	
				TOTAL AUDITORIUM FUND		\$ 11,000.00
004	5500	400	9005	QSCB BUILDING CONSTRUCTION- PURCHASED SERVICES	\$ 27,498.79	
004	5500	600	9005	QSCB BUILDING CONSTRUCTION- CAPITAL OUTLAY	\$ -	
				TOTAL QSCB BUILDING FUND		\$ 27,498.79
004	5500	400	9006	BAB BUILDING CONSTRUCTION- PURCHASED SERVICES	\$ -	
004	5500	600	9006	BAB BUILDING CONSTRUCTION- CAPITAL OUTLAY	\$ 430,112.44	
				TOTAL BAB BUILDING FUND		\$ 430,112.44
004	5500	400	9007	TE BUILDING CONSTRUCTION- PURCHASED SERVICES	\$ 1,112,534.94	
004	5500	600	9007	TE BUILDING CONSTRUCTION- CAPITAL OUTLAY	\$ 1,000,000.00	
004	6100	800	9007	TE ISSUANCE/FEES	\$ -	
				TOTAL TE BUILDING FUND		\$ 2,112,534.94
006	3100	100	9600	FOOD SERVICE-WAGES	\$ 92,610.00	
006	3100	200	9600	FOOD SERVICE-BENEFITS	\$ 40,660.00	
006	3100	400	9600	FOOD SERVICE-PURCHASED SERVICES	\$ 2,000.00	
006	3100	500	9600	FOOD SERVICE-SUPPLIES	\$ 150,000.00	
006	3100	600	9600	FOOD SERVICE-EQUIPMENT	\$ 2,500.00	
006	3100	700	9600	FOOD SERVICE-REPLACE EQUIPMENT	\$ 2,500.00	
006	7400	900	9600	FOOD SERVICE-REPAYMENT	\$ 1,000.00	
				TOTAL FOOD SERVICE FUND		\$ 291,270.00
006	3100	100	9601	CATERING-WAGES	\$ 700.00	
006	3100	200	9601	CATERING-BENEFITS	\$ 250.00	
006	3100	500	9601	CATERING-SUPPLIES	\$ 3,000.00	
006	3100	600	9601	CATERING-EQUIPMENT	\$ 1,000.00	
				TOTAL CATERING FUND		\$ 4,950.00
007	1100	500	9712	INSTRUCTION SUPPLIES	\$ 3.89	
007	3200	500	9712	INSTRUCTION SUPPLIES	\$ 0.36	
				TOTAL MARTHA HOLDEN JENNINGS FUND FY12 (GRIEBEL)		\$ 4.25
007	4600	400	9820	WHS MEMORIAL FUND	\$ 500.00	
				TOTAL WHS MEMORIAL FUND		\$ 500.00
009	1100	500	9009	UNIFORM SUPPLIES	\$ 40,000.00	
009	7400	900	9009	RETURN OF ADVANCE	\$ 15,000.00	
				TOTAL UNIFORM SUPPLIES FUND		\$ 55,000.00
011	1900	100	9011	INTERDISTRICT SUMMER SCHOOL-WAGES	\$ 45,000.00	
011	1900	200	9011	INTERDISTRICT SUMMER SCHOOL-BENEFITS	\$ 7,500.00	
011	1100	500	9011	INTERDISTRICT SUMMER SCHOOL-SUPPLIES	\$ 2,500.00	
011	1100	600	9011	INTERDISTRICT SUMMER SCHOOL-CAPITAL OUTLAY	\$ 3,000.00	
011	1900	400	9011	INTERDISTRICT SUMMER SCHOOL-PUCHASED SERVICES	\$ 1,000.00	
011	1900	500	9011	INTERDISTRICT SUMMER SCHOOL-SUPPLIES	\$ 1,000.00	
011	7500	900	9011	INTERDISTRICT SUMMER SCHOOL-REFUND PRIOR YR	\$ 800.00	
				TOTAL SUMMER SCHOOL		\$ 60,800.00

**FY14 TEMPORARY APPROPRIATIONS
OTHER FUNDS**

Exhibit B-4

<u>FND</u>	<u>FUNC</u>	<u>OBJ</u>	<u>SCC</u>	<u>DESCRIPTION</u>	<u>TEMP. APPROP.</u>	<u>TOTALS</u>
011	3200	400	9110	COMMUNITY EDUCATION-PURCHASED SERVICES	\$ 500.00	
011	3200	500	9110	COMMUNITY EDUCATION-SUPPLIES	\$ 1,000.00	
				TOTAL COMMUNITY SERVICE		\$ 1,500.00
011	3200	100	9111	PROJECT LINK-WAGES	\$ 62,500.00	
011	3200	200	9111	PROJECT LINK-BENEFITS	\$ 20,300.00	
011	3200	400	9111	PROJECT LINK-PURCHASED SERVICES	\$ 7,000.00	
011	3200	500	9111	PROJECT LINK-SUPPLIES	\$ 6,500.00	
011	3200	600	9111	PROJECT LINK-EQUIPMENT	\$ 500.00	
011	7400	900	9111	PROJECT LINK-RETURN OF ADVANCE	\$ 8,000.00	
011	7500	900	9111	PROJECT LINK-REFUND OF PRIOR YEAR	\$ 800.00	
				TOTAL PROJECT LINK		\$ 105,600.00
018	3900	500	9720	SUNSHINE-RED BRICK	\$ 250.00	
018	3900	500	9722	SUNSHINE-TRANSPORTATION	\$ 500.00	
018	3900	500	9724	SUNSHINE-TEACHERS LOUNGE WHS	\$ 500.00	
018	2300	400	9726	BOARD CONTRIBUTION FUND	\$ 1,000.00	
018	4600	500	9748	LIBRARY SUPPLIES-HOLLY LANE	\$ 5,000.00	
018	4600	600	9748	LIBRARY EQUIPMENT-HOLLY LANE	\$ 2,000.00	
018	4600	500	9749	LIBRARY SUPPLIES-BASSETT	\$ 2,500.00	
018	4600	600	9749	LIBRARY EQUIPMENT-BASSETT	\$ 1,000.00	
018	4600	500	9751	INSERVICE SUPPLIES-BASSETT	\$ 3,000.00	
018	4600	500	9753	INSERVICE SUPPLIES-DOVER	\$ 3,000.00	
018	4600	600	9753	INSERVICE EQUIPMENT-DOVER	\$ 500.00	
018	4600	500	9755	INSERVICE SUPPLIES-HILLIARD	\$ 3,000.00	
018	4600	500	9756	LIBRARY SUPPLIES-DOVER	\$ 5,000.00	
018	4600	600	9756	LIBRARY EQUIPMENT-DOVER	\$ 500.00	
018	4600	500	9757	INSERVICE SUPPLIES-HOLLY LANE	\$ 3,000.00	
018	4600	500	9759	LIBRARY SUPPLIES-HILLIARD	\$ 5,000.00	
018	4600	600	9759	LIBRARY EQUIPMENT-HILLIARD	\$ 500.00	
018	4600	500	9760	LIBRARY SUPPLIES-LEE BURNESON	\$ 2,000.00	
018	4600	500	9761	INSERVICE SUPPLIES-LEE BURNESON	\$ 50,000.00	
018	4600	600	9761	INSERVICE EQUIPMENT-LEE BURNESON	\$ 20,000.00	
018	4600	500	9762	LIBRARY SUPPLIES-PARKSIDE	\$ 5,000.00	
018	4600	500	9763	INSERVICE SUPPLIES-PARKSIDE	\$ 50,000.00	
018	4600	600	9763	INSERVICE EQUIPMENT-PARKSIDE	\$ 1,000.00	
018	4600	500	9764	INSERVICE SUPPLIES-WHS	\$ 10,000.00	
018	4600	600	9764	INSERVICE EQUIPMENT-WHS	\$ 2,000.00	
018	4600	500	9765	MUSIC FEES-WHS	\$ 1,000.00	
018	4600	500	9766	GUIDANCE SUPPLIES-WHS	\$ 10,000.00	
018	4600	600	9766	GUIDANCE EQUIPMENT-WHS	\$ 5,000.00	
018	4600	500	9767	LIBRARY SUPPLIES-WHS	\$ 2,000.00	
018	4600	600	9767	LIBRARY EQUIPMENT-WHS	\$ 1,000.00	
018	4600	500	9770	MUSIC PROGRAMS SUPPLIES-BASSETT	\$ 500.00	
018	4600	600	9770	MUSIC PROGRAMS EQUIPMENT-BASSETT	\$ 500.00	
018	4600	500	9771	MUSIC PROGRAMS-DOVER	\$ 500.00	
018	4600	500	9772	MUSIC PROGRAMS SUPPLIES-HILLIARD	\$ 500.00	
018	4600	600	9772	MUSIC PROGRAMS EQUIPMENT-HILLIARD	\$ 500.00	
018	4600	500	9773	MUSIC PROGRAMS-HOLLY LANE	\$ 500.00	
018	4600	500	9774	MUSIC PROGRAMS SUPL-BAND/CHORAL-LEE BURNESON	\$ 500.00	
018	4600	600	9774	MUSIC PROGRAMS EQT-BAND/CHORAL-LEE BURNESON	\$ 500.00	
018	4600	500	9775	MUSIC PROGRAMS-PARKSIDE	\$ 500.00	
018	4600	500	9776	BAND MUSIC PROGRAMS-SUPPLIES-WHS	\$ 2,500.00	
018	4600	600	9776	BAND MUSIC PROGRAMS-EQT-WHS	\$ 2,500.00	
018	4600	500	9777	MUSIC PROGRAMS STRINGS-SUPPLIES-LEE BURNESON	\$ 500.00	
018	4600	600	9777	MUSIC PROGRAMS STRINGS-EQT-LEE BURNESON	\$ 500.00	
018	4600	500	9778	CHORAL MUSIC PROGRAM SUPPLIES-WHS	\$ 500.00	
018	4600	600	9778	CHORAL MUSIC PROGRAM EQUIPMENT-WHS	\$ 500.00	
				TOTAL SUPPORT FUNDS		\$ 206,750.00
019	1100	500	9012	TARGET FY12 (MEECHA) SUPPLIES AND MATERIALS	\$ 247.43	
				TOTAL TARGET FY12 (MEECHA)		\$ 247.43

**FY14 TEMPORARY APPROPRIATIONS
OTHER FUNDS**

Exhibit B-4

<u>FND</u>	<u>FUNC</u>	<u>OBJ</u>	<u>SCC</u>	<u>DESCRIPTION</u>	<u>TEMP. APPROP.</u>	<u>TOTALS</u>
019	1100	500	9112	WALMART FOUNDATION FY12 (MEECHA) SUPPLIES AND MATERIALS	\$ 250.00	
				TOTAL WALMART FOUNDATION FY12 (MEECHA)		\$ 250.00
019	5200	500	9921	WHS BB LIGHTING	\$ 71.64	
				TOTAL WHS BB LIGHTING		\$ 71.64
019	4500	400	9927	HOME TEAM MARKETING-PURCHASED SERVICES	\$ 2,000.00	
019	5200	600	9927	HOME TEAM MARKETING-EQUIPMENT	\$ 1,000.00	
				TOTAL HOME TEAM MARKETING FUND		\$ 3,000.00
019	1400	100	9929	WESTSIDE CONNECTIONS-WAGES	\$ 1,000.00	
019	1400	200	9929	WESTSIDE CONNECTIONS-FRINGS	\$ 500.00	
				TOTAL WESTSIDE CONNECTIONS		\$ 1,500.00
019	1100	500	9619	WALMART TEACHER OF THE YR.INSTRUCT SUPPLIES AND MATERIALS	\$ 14.71	
				TOTAL WALMART TEACHER OF THE YEAR		\$ 14.71
019	2200	500	9935	NORDSON GRANT (IB) SUPPORT SERVICES SUPPLIES AND MATERIALS	\$ 4.54	
				NORDSON GRANT (IB)		\$ 4.54
019	1100	400	9950	HARRIS FOUNDATION FUND-PURCHASED SERVICES	\$ 2,360.00	
				TOTAL HARRIS FOUNDATION FUND		\$ 2,360.00
024	2900	400	9024	INSURANCE FUND-PURCHASED SERVICES	\$ 120,000.00	
				TOTAL INSURANCE FUND		\$ 120,000.00
200	4100	800	9111	ART GALLERY-WHS	\$ 1,000.00	
200	4100	800	9131	DRAMA CLUB SUPPLIES-WHS	\$ 5,000.00	
200	4100	800	9132	DRAMA CLUB SUPPLIES-LEE BURNESON	\$ 500.00	
200	4100	600	9140	WHBS-TV EQUIPMENT-WHS	\$ 3,000.00	
200	4100	800	9140	WHBS-TV SUPPLIES-WHS	\$ 5,000.00	
200	4600	800	9150	NEWSPAPER CLUB SUPPLIES-LEE BURNESON	\$ 200.00	
200	4100	800	9151	COMPUTER CLUB SUPPLIES-WHS	\$ 200.00	
200	4100	800	9160	COMPUTER CLUB SUPPLIES-LEE BURNESON	\$ 200.00	
200	4100	800	9165	GERMAN CLUB SUPPLIES-WHS	\$ 200.00	
200	4100	800	9170	SCIENCE CLUB SUPPLIES-LB	\$ 1,000.00	
200	4600	500	9175	ENVIRONMENTAL CLUB SUPPLIES-LEE BURNESON	\$ 2,600.00	
200	4100	800	9185	SPANISH CLUB-WHS	\$ 500.00	
200	4100	800	9195	FRENCH CLUB SUPPLIES-WHS	\$ 200.00	
200	4100	800	9200	FOREIGN LANGUAGE CLUB SUPPLIES-WHS	\$ 2,500.00	
200	4100	800	9220	MATH CLUB SUPPLIES-WHS	\$ 500.00	
200	4300	800	9314	WORK STUDY LAB SUPPLIES-WHS	\$ 300.00	
200	4600	800	9350	AMERICAN FIELD SERVICE SUPPLIES-WHS	\$ 200.00	
200	4300	600	9390	WORK STUDY EQUIPMENT-WHS	\$ 250.00	
200	4300	800	9390	WORK STUDY SUPPLIES-WHS	\$ 250.00	
200	4100	800	9400	BAND SUPPLIES-PARKSIDE	\$ 500.00	
200	4100	800	9401	CHORUS SUPPLIES-PARKSIDE	\$ 750.00	
200	4100	800	9460	ENCORE/ORCHESTRA SUPPLIES-LEE BURNESON	\$ 100.00	
200	4100	800	9470	MUSIC SUPPLIES-LEE BURNESON	\$ 1,000.00	
200	4100	600	9490	BAND EQUIPMENT-WHS	\$ 9,000.00	
200	4100	800	9490	BAND SUPPLIES-WHS	\$ 15,000.00	
200	4100	800	9491	CHOIR SUPPLIES-WHS	\$ 3,000.00	
200	4500	800	9522	BOWLING CLUB-WHS	\$ 200.00	
200	4500	400	9559	SKI CLUB PURCHASED SERVICE-WHS	\$ 2,500.00	
200	4500	800	9560	CHEERLEADERS SUPPLIES-LEE BURNESON	\$ 250.00	
200	4300	500	9580	STUDENT SUPPLY STORE SUPPLIES-LEE BURNESON	\$ 200.00	
200	4600	800	9604	PROJECT SUPPORT SUPPLIES-WHS	\$ 250.00	
200	4600	800	9610	STUDENT COUNCIL SUPPLIES-PARKSIDE	\$ 1,500.00	
200	4600	800	9611	STUDENT COUNCIL SUPPLIES-LEE BURNESON	\$ 2,000.00	
200	4600	600	9612	STUDENT COUNCIL EQUIPMENT-WHS	\$ 1,500.00	
200	4600	800	9612	STUDENT COUNCIL SUPPLIES-WHS	\$ 15,000.00	
200	4600	800	9613	STUDENT ACTIVITIES SUPPLIES-WHS	\$ 1,000.00	
200	4600	800	9614	ACADEMIC CHALLENGE SUPPLIES-WHS	\$ 300.00	
200	4600	800	9615	STUDENT COUNCIL SUPPLIES-BASSETT	\$ 1,000.00	
200	4600	800	9631	BUILDERS CLUB SUPPLIES-LEE BURNESON	\$ 1,000.00	

**FY14 TEMPORARY APPROPRIATIONS
OTHER FUNDS**

Exhibit B-4

<u>FND</u>	<u>FUNC</u>	<u>OBJ</u>	<u>SCC</u>	<u>DESCRIPTION</u>	<u>TEMP. APPROP.</u>	<u>TOTALS</u>
200	4600	800	9632	KEY CLUB SUPPLIES-WHS	\$ 1,000.00	
200	4600	800	9635	PEP CLUB SUPPLIES-WHS	\$ 500.00	
200	4600	800	9636	SADD SUPPLIES-WHS	\$ 150.00	
200	4600	800	9650	TECHMATES SUPPLIES-WHS	\$ 250.00	
200	4600	600	9680	PANORAMA EQUIPMENT-WHS	\$ 1,500.00	
200	4600	800	9680	PANORAMA SUPPLIES-WHS	\$ 2,500.00	
200	4600	800	9690	PHOTOGRAPHY/YEARBOOK SUPPLIES-LEE BURNESON	\$ 500.00	
200	4600	400	9691	GREEN & WHITE PURCHASED SVC-WHS	\$ 2,500.00	
200	4600	800	9691	GREEN & WHITE SUPPLIES-WHS	\$ 500.00	
200	4600	800	9692	LITERARY MAGAZINE SUPPLIES-WHS	\$ 700.00	
200	4100	800	9710	NHS SUPPLIES-WHS	\$ 1,000.00	
200	4600	800	9720	LEADERSHIP CHALLENGE-WHS	\$ 3,000.00	
200	4600	800	9805	PE ACTION SUPPLIES-WHS	\$ 500.00	
200	4600	800	9846	CLASS OF 2013 SUPPLIES-WHS	\$ 400.00	
200	4600	800	9847	CLASS OF 2014 SUPPLIES-WHS	\$ 4,750.00	
200	4600	800	9848	CLASS OF 2015 SUPPLIES-WHS	\$ 1,000.00	
200	4600	800	9849	CLASS OF 2016 SUPPLIES-WHS	\$ 150.00	
200	4600	800	9850	CLASS OF 2017 SUPPLIES-WHS	\$ 150.00	
				TOTAL STUDENT ACTIVITY FUNDS		\$ 100,700.00
300	4500	100	9500	ATHLETICS-WAGES	\$ 5,000.00	
300	4500	200	9500	ATHLETICS-FRINGS	\$ 1,500.00	
300	4500	400	9500	ATHLETICS-SERVICES	\$ 42,000.00	
300	4500	500	9500	ATHLETICS-SUPPLIES	\$ 41,000.00	
300	4500	600	9500	ATHLETICS-EQUIPMENT	\$ 3,500.00	
300	4500	700	9500	ATHLETICS-REPLACEMENT EQUIPMENT	\$ 1,000.00	
300	4500	800	9500	ATHLETICS-MISC	\$ 25,000.00	
300	4500	500	9502	VENDING MACHINE-SUPPLIES-ATHLETICS	\$ 500.00	
300	4500	600	9502	VENDING MACHINE-EQUIPMENT-ATHLETICS	\$ 500.00	
300	4500	400	9563	SWIM POOL RENTAL-WHS	\$ 10,000.00	
				TOTAL ATHLETIC FUNDS		\$ 130,000.00
401	3200	500	9513	MONTESSORI CHILDREN'S SCHOOL FY13 SUPPLIES & MATERIALS	\$ 310.69	
				TOTAL MONTESSORI CHILDREN'S SCHOOL FY13		\$ 310.69
401	3200	500	9613	WESTLAKE MONTESSORI SCHOOL FY13 SUPPLIES & MATERIALS	\$ 8.22	
				TOTAL WESTLAKE MONTESSORI SCHOOL FY13		\$ 8.22
401	3200	100	9713	ST. PAUL LUTHERAN SCHOOL FY13 SALARIES & WAGES	\$ 11,553.10	
401	3200	200	9713	ST. PAUL LUTHERAN SCHOOL FY13 BENEFITS	\$ 5,741.35	
401	3200	500	9713	ST. PAUL LUTHERAN SCHOOL FY13 SUPPLIES & MATERIALS	\$ 38.17	
				TOTAL ST. PAUL LUTHERAN SCHOOL FY13		\$ 17,332.62
401	3200	100	9813	ST. BERNADETTE CATHOLIC SCHOOL FY13 SALARIES & WAGES	\$ 1,722.60	
401	3200	200	9813	ST. BERNADETTE CATHOLIC SCHOOL FY13 BENEFITS	\$ 274.41	
401	3200	500	9813	ST. BERNADETTE CATHOLIC SCHOOL FY13 SUPPLIES & MATERIALS	\$ 19.79	
				TOTAL ST. BERNADETTE CATHOLIC SCHOOL FY13		\$ 2,016.80
401	3200	500	9913	LE CHAPERON ROUGE ELEMENTARY FY13 SUPPLIES & MATERIALS	\$ 0.26	
				TOTAL LE CHAPERON ROUGE ELEMENTARY FY13		\$ 0.26
499	1100	400	9113	LOCAL GOVERNMENT INNOVATION FY13 INSTRUCT PURCH SERVICES	\$ 36,952.36	
499	1100	500	9113	LOCAL GOVERNMENT INNOVATION FY13 SUPPLIES & MATERIALS	\$ 9,394.04	
499	2200	100	9113	LOCAL GOVERNMENT INNOVATION FY13 SUPPORT SERVICES WAGES	\$ 12,546.00	
499	2200	200	9113	LOCAL GOVERNMENT INNOVATION FY13 SUPPORT SERVICES BENEFITS	\$ 4,879.00	
499	3200	400	9113	LOCAL GOVERNMENT INNOVATION FY13 PURCHASED SERVICES (OD)	\$ 160.00	
499	7400	900	9113	LOCAL GOVERNMENT INNOVATION FY13 RETURN OF ADVANCE	\$ 16,068.60	
				TOTAL LOCAL GOVERNMENT INNOVATION FY13		\$ 80,000.00
501	1400	100	9313	A.B.L.E. FY13 ADULT/CONT. ED. INSTR. SALARIES AND WAGES	\$ 4,073.25	
501	1400	200	9313	A.B.L.E. FY13 ADULT/CONT. ED. INSTR. BENEFITS	\$ 629.33	
501	1400	500	9313	A.B.L.E. FY13 INSTRUCTIONAL SUPPLIES AND MATERIALS	\$ 4.54	
501	2200	100	9313	A.B.L.E. FY13 SUPPORT SERVICES/ PD SALARIES AND WAGES	\$ 190.88	
501	2200	200	9313	A.B.L.E. FY13 SUPPORT SERVICES/ PD BENEFITS	\$ 29.85	
				TOTAL A.B.L.E. FISCAL YEAR 2013		\$ 4,927.85

**FY14 TEMPORARY APPROPRIATIONS
OTHER FUNDS**

<u>FND</u>	<u>FUNC</u>	<u>OBJ</u>	<u>SCC</u>	<u>DESCRIPTION</u>	<u>TEMP. APPROP.</u>	<u>TOTALS</u>
516	1200	100	9613	TITLE VI-B, IDEA FY13 INSTRUCTION SALARIES	\$ 9,014.57	
516	1200	200	9613	TITLE VI-B, IDEA FY13 INSTRUCTION BENEFITS	\$ 11,438.62	
516	1200	500	9613	TITLE VI-B, IDEA FY13 SPECIAL INSTR SUPPLIES & MATERIALS	\$ 191.30	
516	1200	600	9613	TITLE VI-B, IDEA FY13 SPECIAL INSTR EQUIPMENT	\$ 52.30	
516	2200	100	9613	TITLE VI-B, IDEA FY13 SUPPORT SERVICES & PD SALARIES	\$ 3,644.48	
516	2200	200	9613	TITLE VI-B, IDEA FY13 SUPPORT SERVICES BENEFITS	\$ -	
516	2200	400	9613	TITLE VI-B, IDEA FY13 SUPPORT SERV & PD PURCH SERV-STAFF	\$ 695.95	
516	3200	100	9613	TITLE VI-B, IDEA FY13 NON PUBLIC SALARIES & WAGES	\$ 1,501.74	
				TOTAL TITLE VI-B, IDEA FY13		\$ 26,538.96
551	1200	100	9513	TITLE III LEP FY13 SPEC INSTRUCTION SALARIES	\$ 3,192.84	
551	1200	200	9513	TITLE III LEP FY13 SPEC INSTRUCTION BENEFITS	\$ 1,406.27	
551	1200	500	9513	TITLE III LEP FY13 SPEC INSTRUCTION SUPPLIES	\$ 1,302.72	
551	1200	600	9513	TITLE III LEP FY13 SPEC INSTRUCTION EQUIPMENT	\$ 82.00	
551	2200	100	9513	TITLE III LEP FY13 PROF DEVELOP SALARIES	\$ 1,417.33	
551	2200	400	9513	TITLE III LEP FY13 PROF DEVELOP PURCHASED SERVICES	\$ 2,269.80	
551	3200	100	9513	TITLE III LEP FY13 FAMILY/COMMUNITY SALARIES	\$ 500.00	
551	3200	400	9513	TITLE III LEP FY13 FAMILY/COMMUNITY PURCHASED SERVICES	\$ 500.00	
				TOTAL TITLE III LEP FY13		\$ 10,670.96
551	1200	600	9613	TITLE III IMMIGRANT FY13 SPEC INSTRUCTION EQUIPMENT	\$ 1,171.00	
551	2100	400	9613	TITLE III IMMIGRANT FY13 SUPPORT SERVICE PURCHASED SERVICES	\$ 450.00	
551	2200	100	9613	TITLE III IMMIGRANT FY13 PROF DEVELOPMENT SALARIES & WAGES	\$ 237.03	
				TOTAL TITLE III IMMIGRANT FY13		\$ 1,858.03
572	1100	100	9113	TITLE I FY13 INSTRUCTION SALARIES & WAGES	\$ 9,870.90	
572	1100	200	9113	TITLE I FY13 INSTRUCTION BENEFITS	\$ 1,612.76	
572	1100	500	9113	TITLE I FY13 INSTRUCTION SUPPLIES & MATERIALS	\$ 84.97	
572	1900	100	9113	TITLE I FY13 OTHER INSTRUCTION SALARIES & WAGES	\$ 47,595.82	
572	1900	200	9113	TITLE I FY13 OTHER INSTRUCTION BENEFITS	\$ 9,102.27	
572	2200	100	9113	TITLE I FY13 PROF DEVELOPMENT SALARIES & WAGES	\$ 177.52	
572	2200	200	9113	TITLE I FY13 PROF DEVELOPMENT BENEFITS	\$ 3,586.98	
572	2200	400	9113	TITLE I FY13 PROF DEVELOPMENT PURCHASED SERVICES	\$ 24,555.68	
572	2200	500	9113	TITLE I FY13 SUPPORT SERVICES/PD SUPPLIES & MATERIALS	\$ 559.55	
572	2400	100	9113	TITLE I FY13 GOVERNANCE/ADMIN SALARIES	\$ 1,881.40	
572	2400	200	9113	TITLE I FY13 GOVERNANCE/ADMIN BENEFITS	\$ 91.90	
572	3200	100	9113	TITLE I FY13 NON PUBLIC & F/C SALARIES & WAGES	\$ 1,411.07	
572	3200	200	9113	TITLE I FY13 NON PUBLIC & F/C BENEFITS	\$ 240.27	
572	3200	400	9113	TITLE I FY13 NON PUBLIC & F/C PURCHASED SERVICES	\$ 350.00	
572	3200	500	9113	TITLE I FY13 NON PUBLIC & F/C SUPPLIES & MATERIALS	\$ 55.52	
				TOTAL TITLE I FY13		\$ 101,176.61
587	1200	500	9013	EARLY CHILDHOOD SPECIAL ED FY13 SPEC INSTR SUPPLIES	\$ 632.69	
587	2200	100	9013	EARLY CHILDHOOD SPECIAL ED FY13 PROF DEV SALARIES & WAGES	\$ 140.00	
				TOTAL EARLY CHILDHOOD SPECIAL EDUCATION FY13		\$ 772.69
590	2200	200	9013	IMPROVING TCHR QUALITY FY13 PROF DEV BENEFITS	\$ 0.17	
590	2200	400	9013	IMPROVING TCHR QUALITY FY13 PROF DEV PURCH SERVICES	\$ 3,642.49	
590	2200	500	9013	IMPROVING TCHR QUALITY FY13 PROF DEV SUPPLIES	\$ 500.19	
590	3200	400	9013	IMPROVING TCHR QUALITY FY13 NON PUBLIC PURCH SERVICE	\$ 29.44	
590	3200	500	9013	IMPROVING TCHR QUALITY FY13 NON PUBLIC SUPPLIES & MATERIALS	\$ 2.48	
				TOTAL IMPROVING TEACHER QUALITY, TITLE II-A FY13		\$ 4,174.77
599	7400	900	9113	OHIO 2013 NSLP EXPANSION RETURN OF ADVANCE	\$ 18,624.53	
				TOTAL OHIO 2013 NATIONAL SCHOOL LUNCH PROGRAM EXPANSION		\$ 18,624.53
				TOTAL OTHER FUNDS APPROPRIATIONS		\$ 3,987,261.73

RESOLUTION TO APPROVE RESIGNATIONS, SUBSTITUTES,
AND EMPLOYMENT FOR STAFF MEMBERS

RESOLVED that the Westlake Board of Education approves the following resignations, substitutes, FMLA and employment for staff members:

<u>Certified Resignation for Purpose of Retirement</u> Pamela Griebel – Director of Academic Services Effective: July 1, 2013					
<u>Exempt Resignation</u> Jennifer Sanders - EMIS Coordinator Effective: 07/31/2013					
<u>Camp Link Employment</u>					
<u>Name</u>	<u>Building/Position</u>	<u>Step</u>			<u>Effective</u>
Joshua Houser	Camp Link Leader				06/10/2013
<u>Certified Employment</u>					
<u>Name</u>	<u>Building/Position</u>	<u>Step</u>	<u>Rate</u>	<u>FTE</u>	<u>Effective</u>
Michael Berlekamp	WHS Math Teacher	0	BA	1.0	08/28/2013
Jessica Karam	WHS Spanish Teacher	2	BA	1.0	08/28/2013
Samantha Smith	Parkside/Hilliard Music Teacher	3	MA	1.0	08/28/2013
Kelly Zunic	Parkside/LBMS Music Teacher	5	MA+30	1.0	08/28/2013
Rob Pace	Phys. Ed. –Dover Elementary	3	MA	1.0	08/28/2013

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE STIPENDS
FOR CERTIFIED PROFESSIONAL DEVELOPMENT

RESOLVED that the Westlake Board of Education approves stipends at the negotiated rate for certified staff members, approved by the Director of Academic Services, for curricular professional development during July and August 2013, and paid from Title IIA Grant Funds.

Demon "Drop-In" Days

July and August, 2013

Professional Development for Certified Staff Members

Not to Exceed 24 Hours per Certified Staff Member

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE EMPLOYMENT REVISIONS
OF 2013 WHS SUMMER SCHOOL STAFF

RESOLVED that the Westlake Board of Education approves revisions to the employment of the following WHS Summer School 2013 teaching staff at the negotiated summer school rate, dependent upon sufficient enrollment, to be paid from Summer School Funds, effective June 6, 2013:

<u>Teacher</u>	<u>Hours/Day</u>	<u>Not To Exceed</u>	<u>Teacher</u>	<u>Hours/Day</u>	<u>Not To Exceed</u>
Jilline Baker	4.5	30 Days	Michael Berlekamp	2.5	15 Days
Marcia Faber	4.5	30 Days	Beth Moffat	4.5 <u>3.0</u>	30 Hours
Joseph Heiland	4.5	30 Days	Trisha Simon	4.5 <u>3.0</u>	30 Hours
Chad Partridge	4.5	30 Days	Stefanie Xenos	4.5 <u>3.0</u>	30 Hours
Molly Pesarchick	4.5	30 Days	Kyle Romansky	3.0	30 Hours
Michelle Slak	4.5	30 <u>35</u> Days			

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE THE EMPLOYMENT OF
PROJECT LINK PERSONNEL

RESOLVED that the Westlake Board of Education approves the employment of the Project Link Lead Site Coordinators, paid from Project Link Funds - 225 days 7.5 hours/day.

<u>Name</u>	<u>Step</u>	<u>Rate</u>	<u>Effective</u>
Erin Fenderbosch	2	\$35,358.00/Year	08/26/2013
Julie Priebe	0	\$33,750.00/Year	08/26/2013

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

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

RESOLVED that the Westlake Board of Education approves the following Agreements for Admission of Tuition Pupils and Purchased Services:

2013-2014 School Year
North Coast Council Agreement
KIDSLink

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO PUBLICLY POST PREVIOUSLY APPROVED
CONSTRUCTION CHANGE ORDERS

RESOLVED that the Westlake Board of Education approves the public posting of the following previously approved Construction Change Orders; authorized by Board Resolution #10-222 on June 28, 2010.

<u>Change Order #</u>	<u>Site</u>	<u>Contractor</u>	<u>Amount</u>	<u>Description</u>
137	HS	Jeffery Carr, Inc.	\$1,140.56	Provide handrails for 3 stair risers
138	HS	Enertech Electrical	(\$2,343.57)	Generator relocation
139	HS	Enertech Electrical	\$1,738.50	Ceiling omitted from Room B136E
140	HS	Jeffery Carr, Inc.	\$1,458.48	Additional stud framing & sheathing at Corridor E200 and Corridor C200
141	HS	Enertech Electrical	(\$4,750.40)	Omit power from P2 locations
142	HS	Meade, Inc.	\$2,144.75	Revise roof flashing detail to include insulation
143	HS	ABC Piping, Inc.	\$3,620.48	Revise main incoming sprinkler service piping
144	HS	Jeffery Carr, Inc.	\$1,573.86	Revise soffit details at the Kitchen
145	HS	Jeffery Carr, Inc.	\$8,343.49	Lower BB goals in the Auxiliary Gym
146	HS	Jeffery Carr, Inc.	\$7,274.11	Revise accent paint colors and locations
131	MS	Capstone Construction	\$4,463.81	Provide 2 swing supports in Rooms D38 & E14
132	MS	Great Lakes Crushing	\$6,83.76	Provide loading dock lift recess & pit drain.
133	MS	S.A. Communale, Inc.	\$2,721.44	Revise sprinkler heads from upright to concealed in Rooms G27 & G28
134	MS	Zenith Systems, Inc.	\$1,337.17	Relocate sound rack system in Room G13
135	MS	Castle Heating & Air	(\$519.60)	Backcharge repair of hollow metal frames
136	MS	E. B. Katz, Inc.	(\$519.60)	Backcharge repair of hollow metal frames
137	MS	Capstone Construction	(\$519.60)	Backcharge repair of hollow metal frames
138	MS	S.A. Communale, Inc.	(\$519.60)	Backcharge repair of hollow metal frames
139	MS	Lake Erie Electric, Inc.	(\$519.60)	Backcharge repair of hollow metal frames
140	MS	Lake Erie Electric, Inc.	(\$3,656.71)	Provide credit for P2 power location
141	MS	E. B. Katz, Inc.	\$1,360.01	Raise floor cleanouts to finish floor elevation in hallways

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE POLICY ADOPTIONS AND REVISIONS

RESOLVED that the Westlake Board of Education approves the following Policy Adoptions and Revisions:

- ❖ Policy AFC-1 and GCN-1 - Evaluation of Professional Staff (Ohio Teacher Evaluation System)
- ❖ Policy AFC-2 and GCN-2 - Evaluation of Professional Staff (Administrators both Professional & Support)
- ❖ Policy AFC-2-R and GCN-2-R - Evaluation of Professional Staff (Administrators both Professional & Support)
- ❖ Policy BDDF-E - Voting Method (5-Member Board)
- ❖ Policy GCBF - Professional Staff Supplemental Contracts
- ❖ Policy IGBEA - Reading Skills Assessments & Intervention (Third Grade Reading Guarantee)
- ❖ Policy IGBEA-R - Reading Skills Assessments & Intervention (Third Grade Reading Guarantee)
- ❖ Policy IGD - Co-curricular & Extracurricular Activities
- ❖ Policy IGDJ - Interscholastic Athletics
- ❖ Policy IKE - Promotion & Retention of Students
- ❖ Policy IKF - Graduation Requirements

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

File: AFC-1 (Also GCN-1)
EVALUATION OF PROFESSIONAL STAFF
(Ohio Teachers Evaluation System)

A determination of the efficiency and effectiveness of the teaching staff is a critical factor in the overall operation of the District. **The Board evaluates teachers in accordance with State law and the standards-based statewide teacher evaluation framework adopted by the State Board of Education.**

~~An ongoing evaluation program is implemented to provide a record of service, to provide objective evidence for employment and personnel decisions and to promote the improvement of instruction as a part of the goals of the District.~~

~~Procedures used in the evaluation process are subject to Board approval or in accordance with the negotiated agreement. Complete and appropriate evaluation records are maintained.~~

The Board directs the Superintendent/designee to implement this policy in accordance with State law. The requirements of this policy prevail over any conflicting provisions of collective bargaining agreements entered into on or after September 24, 2012. This policy shall be implemented as set forth herein and included in the collective bargaining agreement with the Westlake Teacher Association, (Herein after WTA), and in all extensions and renewals thereof.

This policy has been developed in consultation with teachers employed by the Board.

Given the dynamic nature of the mandated teacher evaluation process, the Board authorizes and directs the Superintendent/designee to establish and maintain an ongoing Evaluation Policy Consultation committee, with continuing participation by District teachers represented by the WTA, and for the purpose of recommending necessary changes to the Board for the appropriate revision this policy.

Notwithstanding Ohio Revised Code Section 3319.09, this policy applies to any person employed under a teacher license issued under Ohio Revised Code chapter 3319, or under a professional or permanent teacher's certificate issued under former Section 3319.222, and who spends at least 50% of the time employed providing content-related student instruction. ~~This teacher evaluation policy does not apply to substitute teachers or instructors of adult education.~~ Substitute teachers and teachers not meeting this definition are not subject to evaluation under this policy. Full time bargaining unit members who do not meet the definition will be evaluated utilizing the evaluation procedures of the collective bargaining agreement in effect between the Board and the WTA.

Credentialed Evaluators

Evaluations carried out under this policy are conducted by persons holding evaluator credentials established by the Ohio Department of Education. Evaluators must complete state-sponsored evaluation training and pass the online credentialing assessment. ~~Evaluators must be employed by the Westlake City School District as an administrator. The Board adopts a list of approved credentialed evaluators chosen from the Ohio Department of Education's list~~ The Board shall authorize the Superintendent/designee to approve and maintain a list of credentialed evaluators as necessary to effectively implement this policy.

Effectiveness Rating

Teachers are assigned an effectiveness rating of Accomplished, Proficient, Developing or Ineffective. This rating will be determined based on 50% teacher performance and 50% student growth measures. Student growth will be determined through multiple measures.

File: AFC-1 (Also GCN-1)
EVALUATION OF PROFESSIONAL STAFF
(Ohio Teachers Evaluation System)

Annually, the Board submits to the Ohio Department of Education, the number of teachers assigned an effectiveness rating, aggregated by the teacher preparation programs from which, and the years in which, the teachers graduated. The name of, or any personally identifiable information about, any teacher reported in compliance with this provision cannot be required.

Teacher Performance Calculation

Teachers are evaluated via two formal observations and ~~periodic~~ classroom walk-throughs (minimum of two). The 50% teacher performance measure is based on the Ohio Standards for the Teaching Profession.

The Superintendent/designee selects/develops evaluation tools to calculate teacher performance. The Board directs the Superintendent/designee to develop procedures for these evaluation tools.

Student Growth Calculation

For the purpose of this policy, student growth means the change in student achievement for an individual student between two or more points in time. Student growth is evaluated by a combination of: (1) Value-added data or an alternative student academic process measure if adopted under ORC 3302.03(C)(1)(e); (2) ODE approved assessments and/or (3) Board determined measures. When available, value-added data or an alternative student academic progress measure if adopted under ORC 3302.03(C)(1)(e) shall be included in the multiple measures used to evaluate student growth in proportion to the part of the teacher's schedule of courses or subjects for which the value added progress dimension is applicable.

Until June 30, 2014, if a teacher's schedule is comprised only of courses or subjects for which value-added data is applicable, the majority of the student academic growth factor of the evaluation shall be based on the value-added progress dimension. On or after July 1, 2014, the entire student academic growth factor of the evaluation for such teachers shall be based on the value added progress dimension.

Students with 60 or more unexcused absences for the school year will not be included in the calculation of student academic growth. Data from Board-determined multiple measures will be converted to a score of: (1) Above, (2) Expected or (3) Below student growth levels.

Professional Growth and Improvement Plans

Teachers meeting above-expected levels of student growth must develop professional growth plans and choose their credentialed evaluators in their specific school building from the Board-approved evaluator list.

Teachers meeting expected levels of student growth must develop professional growth plans collaboratively with their credentialed evaluators in their specific school building from the Board-approved evaluator list.

Teachers meeting below-expected levels of student growth must develop an improvement plan with their credentialed evaluators. The Superintendent/designee assigns credentialed evaluators to teachers meeting below-expected levels of student growth.

File: AFC-1 (Also GCN-1)
EVALUATION OF PROFESSIONAL STAFF
(Ohio Teachers Evaluation System)

Evaluation Timeline

District administrators evaluate teachers annually. Annual evaluations include two formal observations at least 30 minutes each and periodic classroom walkthroughs (minimum of two). Teachers who are on limited or extended limited contracts pursuant to State law and under consideration for nonrenewal, receive at least three formal observations during the evaluation cycle. All teacher evaluations are completed by May 1. Teachers evaluated under this policy are provided with a written copy of their evaluation results by May 10.

(Permissive – add if want to evaluate Accomplished teachers biennially)

The Board evaluates teachers receiving effectiveness ratings of Accomplished on those teacher's most recent evaluations carried out under this policy every two years. Biennial evaluations conducted under this policy are completed by May 1 of the evaluation year. Teachers evaluated on a biennial basis are provided a written copy of their evaluation results by May 10 of the evaluation year.

(Permissive – add if want to evaluate Accomplished teachers with one evaluation & a project)

~~The Board evaluates teachers receiving effectiveness ratings of Accomplished on their most recent evaluations via one formal observation when those teachers complete projects approved by the Board to demonstrate their continued growth and practice at the level of Accomplished. Teachers must submit project proposals to the Superintendent no later than _____ for submission to and approval by the Board.~~

Testing for Ineffective Teachers in Core Subjects

Beginning with the 2015-2016 school year, teachers of core subject areas, as defined by State law, who have received a rating of Ineffective for two of the three most recent school years must register for and take all written examinations of content knowledge selected by the Ohio Department of Education.

Retention and Promotion

~~The Board uses evaluation results for retention and promotion decisions. The Board adopts procedures for use by district administrators in making retention and promotion decisions based on evaluation results.~~ The evaluations produced will serve to inform the Board on employment decisions, i.e., retention, promotion of teachers, renewal of teaching contracts, and the removal/nonrenewal of poorly performing teachers.

Seniority shall not be the basis for making retention decisions, except when choosing between teachers who have comparable evaluations.

Poorly Performing Teachers

~~The Board uses evaluation results for removing poorly performing teachers. The Board adopts procedures for removing poorly performing teachers based on evaluation results.~~ Removal of poorly performing teachers will be in accordance with the non-renewal and termination statutes of the Ohio Revised Code and/or the relevant provisions of the collective bargaining agreement in effect between the Board and the WTA.

File: AFC-1 (Also GCN-1)
EVALUATION OF PROFESSIONAL STAFF
(Ohio Teachers Evaluation System)

Professional Development

The Board allocates financial resources to support professional development in compliance with State law and the State Board of Education evaluation framework.

Adoption Date: May 23, 2002

Revision Date:

Legal Refs.: ORC Chapter 4117

~~3319.04~~; 3319.11; 3319.111; **3319.112**; 3319.16; ~~3319.161~~; **3319.58**

OAC ~~3301-35-03(A)~~(8); **3301-35-05**

Cross Refs.: AF, Commitment to Accomplishment GBL, Personnel Records
GCB, Professional Staff Contracts and Compensation Plans

Contract Refs.: Teachers' Negotiated Agreement

NOTE: By July 1, 2013, the board of education of each school district, in consultation with teachers employed by the board, must adopt a standards-based teacher evaluation policy that conforms with the ODE framework for evaluation of teachers developed under Section 3319.112 of the Revised Code. The requirements of the Ohio Revised Code prevail over any conflicting bargaining agreement entered into on or after September 24, 2012.

Districts that receive Race to the Top (RttT) funds should follow the teacher evaluation timeline and guidelines set forth in their scopes of work.

Districts not receiving RttT funds whose bargaining agreement was entered into on or after September 24, 2012 must implement this policy by the 2013-2014 school year. Districts who entered into a bargaining agreement prior to September 24, 2012 must implement the evaluation system at the expiration of that bargaining agreement.

Fifty percent of the teacher's evaluation must be based on student growth measures. Student growth must be based on multiple measures, including value added data where it is available. Local boards of education may administer assessments chosen from the ODE assessment list for teachers of subjects where value-added scores are not available, and/or local measures of student growth using state-designed criteria and guidance. The multiple measures designated by the Board for teachers may vary based on subject level and grade taught and should be determined at the district level. The Board determined measures should be consistent for teachers teaching the same subject and/or grade level. The remaining 50% of the evaluation is based on teacher performance measured by the Ohio Standards for the teaching profession.

Evaluations conducted pursuant to these requirements must be carried out by a person who holds a credential established by ODE. The Board adopts a list of approved credentialed evaluators chosen from the Ohio Department of Education's list.

Districts may choose to evaluate teachers receiving effectiveness ratings of Accomplished on their most recent evaluations every two years. If the district chooses to do this, policy language should be included.

Districts may choose to evaluate teachers receiving effectiveness ratings of Accomplished on the most recent evaluations, through one formal observation, and the completion of a Board approved project. If the district chooses to do this policy language should be included.

Boards are required to use teacher evaluation results for promotion and retention decisions and for removing poorly performing teachers. These procedures are required to appear in Board policy, but will be unique to each district. Boards should develop these procedures with district administrators and adopt them into board policy as a regulation, which should be coded as GCN-1-R (also AFC-1-R)

Boards are required to allocate financial resources to support professional development. While ODE's model policy suggests that the allocation should appear in Board policy, neither the law nor the framework requires the addition of such specific language. Boards wishing to do so may include the allocation of financial resources in the regulation language.

THIS IS A REQUIRED POLICY

File: AFC-2 (Also GCN-2)
EVALUATION OF PROFESSIONAL STAFF
(Administrators Both Professional and Support)

The superintendent institutes and maintains a comprehensive program for the evaluation of administrative personnel. Administrative personnel are all persons issued contracts in accordance with the Ohio Revised Code, ~~including the following: assistant superintendents, principals, assistant principals and all other personnel required to maintain certificates in order to be employed as student personnel workers and educational administrative specialists (provided that such person spends less than 50% of his/her time teaching or working with students) and any other employee whose duties enable him/her to be considered either a "supervisor" or "management level employee" excluded from all of the employee bargaining units.~~ **Evaluations should assist administrators in developing their professional abilities in order to increase the effectiveness of District management.**

The purpose of administrator evaluations is to assess the performance of administrators, to provide information upon which to base employment and personnel decisions and to comply with ~~the requirements of Ohio State law. Annually, administrators are evaluated.~~ **All administrators are evaluated annually.** In the year the contract does not expire, the evaluations are completed by **the end of the contract year, and a copy is given to the administrator.** ~~July 31. A copy of the evaluation is given to the administrator.~~ In the year an administrator's contract ~~is to~~ **does** expire, two evaluations are to be given, one preliminary and one final ~~evaluation.~~ The preliminary evaluation is conducted at least 60 days prior to ~~March 31~~ **June 1** and prior to any Board action on the employee's contract. **A written copy of the preliminary evaluation is given to the administrator at this time.** Evaluations are considered by the Board in determining whether to re-employ administrators. ~~In addition, evaluations should assist administrators in developing their professional abilities in order to increase the effectiveness of District management.~~

The final evaluation includes the Superintendent's intended recommendation for the contract of the employee. ~~and a~~ **A written copy of the final evaluation must be provided to the employee at least five days prior to the Board's action to renew or nonrenew the his/her employee's contract. The employee may request a meeting with the Board prior to any Board action on his/her contract. The employee may have a representative of his/her choice at the meeting.**

The evaluation measures the administrator's effectiveness in performing the duties included in his/her written job description **and the specific objectives and plans developed in consultation with the Superintendent.** ~~The evaluations are conducted annually by the superintendent/designee.~~

Evaluation criteria for each position are in written form and ~~is~~ **are** made available to the administrator. The results of the evaluations are kept in personnel records maintained in the central office. The evaluated administrator has the right to attach a memorandum to the written evaluation. Evaluation documents, as well as information relating thereto, are accessible to each evaluatee and/or his/her representative.

Ohio Principal Evaluation System (OPES)

Procedures for evaluating principals and assistant principals are based on principles comparable to the Ohio Teacher Evaluation System, but are tailored to the duties and responsibilities of principals and assistant principals and the environment in which they work. Principals and assistant principals are evaluated under the above system, with the inclusion of the following components.

File: AFC-2 (Also GCN-2)
EVALUATION OF PROFESSIONAL STAFF
(Administrators Both Professional and Support)

Principals and assistant principals are assigned an effectiveness rating of Accomplished, Proficient, Developing or Ineffective. This rating will be determined based on 50% measures of principal or assistant principal performance and 50% student growth measures. Student academic growth is determined through multiple measures.

Principals and assistant principals are evaluated via two formal observations and periodic building walk-throughs. The 50% principal and assistant principal performance measure is based on the Ohio Standards for Principals. Proficiency on the standards includes consideration of professional goal setting, communication and professionalism, and skills and knowledge.

Student academic growth is evaluated by a combination of: (1) Value-added data; (2) ODE approved assessments and/or (3) Board determined measures. When available, value-added data shall be included in the multiple measures used to evaluate student growth. Resulting data from Board-determined multiple measures will be converted to a score of: (1) Above, (2) Expected or (3) Below student growth levels.

The Superintendent/designee evaluates all principals and assistant principals annually. Annual evaluations include two formal observations at least 30 minutes each and periodic building walkthroughs.

The Board allocates financial resources to support professional development in compliance with State law and the State Board of Education's evaluation framework.

Adoption Date: May 23, 2002

Revision Date:

Legal Refs.: ORC 3319.02; **3319.03; 3319.04; 3319.111; 3319.16; 3319.17; 3319.171; 3319.22**
OAC ~~3301-35-03(A)(8)~~ **3301-35-05**

Cross Refs: AF, Commitment to Accomplishment GBL, Personnel Records

NOTE: See policy coded AFC-1 (Also GCN-1) for an explanation of the coding of this sample policy. Regulations accompanying this policy follow under code AFC-2-R (Also GCN-2-R).

Administrative personnel are all persons issued contracts in accordance with State law, including the following: assistant superintendents, business managers, principals, assistant principals and all other personnel required to maintain certificates/licenses.

The evaluation process for principals and assistant principals is set forth by Ohio Revised Code Section 3319.02(D). Evaluation procedures for principals and assistant principals include the components set forth for administrative personnel, but include some additional requirements. Principal and assistant principal evaluations must be based on principles comparable to the teacher evaluation policies adopted under Ohio Revised Code Section (RC) 3319.111, but must be tailored to the duties and responsibilities of principals and assistant principals and the environment in which they work. Therefore, principals and assistant principals are evaluated like other administrators, but with the addition of the State Board of Education's evaluation framework requirements. The phrase "other administrator" as used in the statute is defined as being comprised of three basic types: (1) licensed administrators; (2) nonlicensed supervisors and management-level employees and (3) business managers. A licensed "other administrator" is any employee who works in a position for which the board requires an administrative license. Professional pupil service employees (most notably guidance counselors), administrative specialists and persons employed in equivalent positions are, however, considered to be "other administrators" only if they spend less than 50% of their time teaching or working with students.

A nonlicensed "other administrator" is any employee (other than the superintendent) whose job duties enable him/her to be considered as either a "supervisor" or "management level employee" for purposes of the Collective Bargaining Law. Thus, nonlicensed persons employed as transportation coordinators and maintenance supervisors, if they responsibly direct other employees, discipline them or effectively recommend such action, would appear to be "other administrators" within the meaning of the law. Business managers are persons who are employed in positions requiring a business manager's license and whose powers and duties are set forth in a series of statutes applying only to such position.

File: AFC-2-R (Also GCN-2-R)
EVALUATION OF PROFESSIONAL STAFF
(Administrators Both Professional and Support)

To assist administrators in the development of their professional abilities, to provide information for employment decisions and to comply with mandates of state law, the following procedures are employed by the superintendent/designee in evaluating administrative personnel.

1. An initial meeting is held by the superintendent prior to the school year with the ~~assistant superintendents and~~ administrators to discuss specific measurable objectives and plans for their achievement. A statement of these objectives and plans is submitted by each administrator to the superintendent/ designee at a time specified. These objectives and plans are written and maintained in each administrator's personnel file.
2. The evaluator employs the evaluation criteria that are designed to measure the administrator's effectiveness in performing the duties set forth in his/her written job description. All administrators will be evaluated prior to the end of their contract year. The evaluator will also assess the administrator's progress in meeting plans and objectives set for that school year. Areas of outstanding, satisfactory and poor performance will be noted. The superintendent/designee will meet with each administrator to discuss the written evaluation. The evaluatee is given a copy of the evaluation and has an opportunity to discuss it with the evaluator at this second meeting.
3. An ongoing dialogue concerning the administrator's objectives will continue and the evaluator and evaluatee will meet as needed or requested.
4. For those employees whose contracts are expiring at the end of the current school year, two evaluations must be completed. A **written copy of the** preliminary evaluation must be received by the employee at least 60 days prior to any Board action on the employee's contract. A final evaluation must include the superintendent's intended recommendation for the contract of the employee. A written copy of the final evaluation must be provided to the employee at least five days prior to the Board's action to renew or nonrenew the employee's contract.
5. The employee may request a meeting with the Board prior to any Board action on his/her contract. The employee may have a representative of his/her choice at the meeting.
6. ~~Assistant superintendents, Directors, coordinators, business managers,~~ principals, assistant principals and other administrators are automatically re-employed **for a period of one year, or for two years if such person has been employed by the District for three or more years,** if they are not evaluated according to state law or provided a meeting, if requested, to discuss their renewal or nonrenewal.
7. All evaluation criteria, procedures and written job descriptions are reviewed annually by the superintendent/designee and revised as necessary.

NOTE: See policy coded AFC-1(Also GCN-1) for explanation of coding. It is good if the school board reviews and officially approves regulations, procedures--in fact, the entire plan--for evaluation of administrators.

The above regulation implements the policy coded AFC-2 (Also GCN-2) on evaluation of administrators.

Adoption Date: May 23, 2002

Revision Date:

File: BDDF-E
VOTING METHOD (5-Member Board)

<u>Item</u>	<u># Needed</u>	<u>Ref. ORC</u>
Declare it necessary to issue bonds	3 (a)	133.18 133.01(U)
Declare, by remaining members, that reasons for a member's absence for 90 days are insufficient to continue membership	3 (e)	3313.11
Fill a vacant Board seat (majority of remaining members)	3 (f)	3313.11
Purchase or sell real estate	3 (a)	3313.18
Employ Appoint any employee	3 (a)	3313.18
Elect or appoint an officer	3 (a)	3313.18
Pay any debt or claim	3 (a)	3313.18
Adopt textbook	3 (a)	3313.18
Dispense with resolution authorizing purchase or sale of personal property, appointment of employees, etc., if annual appropriation resolution has been adopted by a majority of full membership	3 (a)	3313.18
Termination of Remove the CFO/Treasurer at any time for cause	4 (b)	3313.22
Appoint CFO/Treasurer Pro Tempore	3 (a)	3313.23
Determine that CFO/Treasurer's incapacity is removed	3 (a)	3313.23
Remove CFO/treasurer Pro Tempore at any time for cause	4 (b)	3313.23
Affirm, reverse, vacate or modify an order of student expulsion; reinstate a student	3 (a)	3313.66 (E)
Employ or re-employ Superintendent	4 (c)	3319.01
Appoint Superintendent Pro Tempore	3 (a)	3319.011
Remove Superintendent Pro Tempore at any time for cause	4 (b)	3319.011
Termination of Suspend or remove Business Manager for cause	4 (b)	3319.06
Re-employ any teacher who the Superintendent refuses to recommend for re-employment	4 (c)	3319.07

File: BDDF-E
VOTING METHOD (5-Member Board)

<u>Item</u>	<u># Needed</u>	<u>Ref. ORC</u>
Re-employ a teacher not nominated by the Superintendent	4 (c)	3319.07
Reject the recommendation of the Superintendent that a teacher eligible for continuing contract be granted a continuing contract	4 (d)	3319.11
Determine, at a regular meeting, which textbooks shall be used in the schools under its control	3 (a)	3329.08
Transfer funds in certain cases	4 (b)	5705.14
Declare the necessity for certain transfers of funds	3 (a)	5705.16
Levy a tax outside 10-mill limitation (not emergency)	4 (b)	5705.21
Reject findings and recommendations of fact-finding panel by Board or employee organization under statutory impasse resolution procedure	3 (g)	4117.14(C)(6)

KEY

- (a) Majority of full membership
- (b) 2/3 of full membership
- (c) 3/4 of full membership
- (d) 4/5 of full membership
- (e) 2/3 of remaining members of the Board
- (f) Majority of remaining members of the Board
- (g) 3/5 of full membership
- (h) Unanimous vote of full membership

SOURCE: ~~Business Administration for Public Schools~~
~~Published by the Ohio School Boards Association~~

*The number used is based upon the number of members on the Board.

Adoption Date: May 23, 2002
Revision Date: December 17, 2012

Revision Date:

File: GCBB
PROFESSIONAL STAFF SUPPLEMENTAL CONTRACTS

Certain positions assigned to professional staff members may require extra responsibility or extra time beyond that required of all professional staff members. When the Board and administration determine the need, qualified staff selected for such positions are provided supplemental contracts and additional compensation.

The Board approves the positions and the compensation for these assignments. Supplemental contracts for such assignments are awarded by the Board upon the recommendation of the Superintendent.

Supplemental contracts are limited contracts given for terms not to exceed five years. Supplemental contracts expire automatically at the end of their terms, with or without Board action.

The Board directs the superintendent/designee to identify those supplemental contract positions that supervise, direct or coach student activity programs which involves athletic, routine/regular physical activity or health and safety considerations. Individuals accepting these contract positions must complete the requirements established by the Ohio Department of Education **and** state law. ~~and the Ohio Administrative Code.~~

~~The Board recognizes the need for proactive planning to avoid and appropriately address sports related injuries. The Athletic Director is encouraged to be actively involved in pursuing programs to protect student athletes' health and safety. Programs such as the National Federation of State High School Associations' "Concussion in Sports" course will be reviewed, and the Athletic Director will determine how to properly incorporate such training for those identified supplemental contract positions that supervise, direct or coach student activity programs.~~

Adoption Date: May 23, 2002
Revision Date: October 13, 2008
Revision Date: April 27, 2009

Revision Date: December 17, 2012
Revision Date:

Legal Refs.: ORC 3313.53; **3319.539**; 3319.08; 3319.11; 3319.111; **3319.303**; 3319.39; **3707.52**
OAC 3301-20-01; 3301-27-01

Cross Refs.: GBQ, Criminal Records Check
GCB, Professional Staff Contracts and Compensation Plans
GCKA, Professional Staff Extra Duty
GDBB, Support Staff Supplemental Contracts
IGD, Cocurricular and Extracurricular Activities
IGDJ, Interscholastic Athletics

Contract Refs.: Teachers' Negotiated Agreement

File: IGBEA
READING SKILLS ASSESSMENTS AND INTERVENTION
(Third Grade Reading Guarantee)

The Board believes in the importance of the development of English language skills. As a result the Board promotes the importance of reading skills through English diagnostic assessments and reading intervention services in order to provide a meaningful tool to identify and assist students in achieving proficiency in English language arts.

The District annually evaluates the English reading skills of each K-3 student by September 30 and identifies students who are reading below their grade level. The District uses ~~a~~ **the reading** diagnostic assessment ~~to measure English proficiency~~ that is appropriate for the grade level and is adopted under State law or is a comparable tool approved by the Ohio Department of Education. The student's classroom teachers are involved in the assessment and identification of students reading below grade level.

The District provides written notification to the parents or guardian of students who are reading below their grade level. Intensive reading instruction is provided to students immediately after they are identified as having a reading deficiency. The District develops a reading improvement and monitoring plan within 60 days of receiving the student's diagnostic results.

For students who have been retained at the end of third grade, the District provides intense remediation services that include intensive interventions that address the student's specific areas of deficiency. Further, the District provides each retained student with a ~~high-performing~~ teacher **who meets set criteria** and offers the option for such students to receive applicable services from one or more providers other than the District.

Students who have been retained and who have demonstrated proficiency in a specific academic field as defined by State law are provided with instruction which is commensurate to the their achievement level.

The Board designates the Superintendent/designee to establish a district policy for the mid-year promotion of students who were retained but who now are reading at or above their grade level.

Adoption Date: December 17, 2012

Revision Date:

Legal Refs.: ORC 3301.07; 3301.0710; 3301.0711(D); 3301.0715; 3301.079; 3313.608;
3313.609; 3313.6010; 3313.6012; 3324.01
OAC 3301-35-04; 3301-35-06

Cross Refs.: IGBE, Remedial Instruction
IGBI, Limited English Proficiency
IKE, Promotion and Retention of Students

File: IGBEA-R
READING SKILLS ASSESSMENTS AND INTERVENTION
(Third Grade Reading Guarantee)

The District is required annually to assess the reading skills of each K-3 student by September 30. The District uses ~~an English~~ the diagnostic assessment **to measure reading ability** either approved under State law or a comparable tool that has been approved by the Ohio Department of Education.

If the ~~English~~ diagnostic assessment shows that a student is not reading at grade level, the District ~~will~~ provides written notification to the parents or guardian that includes:

1. Notice that the school has identified a substantial reading deficiency in their child;
2. A description of current services provided to the student;
3. A description of proposed supplemental instruction services and supports;
4. Notice that the diagnostic assessment for third grade reading is not the sole determinant of promotion and that additional evaluations and assessments are available; and
5. Notice that ~~unless~~ the student **will be retained unless the student falls under an exemption or** attains the appropriate level of reading competency by the end of third grade. ~~the student will be retained.~~

For a student not reading at grade level, the District ~~will~~ provides intensive reading instruction **services and regular diagnostic assessments** immediately following the identification of a reading deficiency **until the development of the reading improvement and monitoring plan referenced below.** ~~This instruction must:~~ **These intervention services must:**

1. Include research-based reading strategies that have been shown to be successful in improving the reading skills of low-performing readers, and
2. Be targeted at the student's identified reading deficiencies.

For each student receiving required reading intervention, the District ~~will~~ develops a reading improvement and monitoring plan. This plan ~~will be~~ **is** developed within 60 days of receiving the student's results on the diagnostic assessment. The plan ~~will~~ includes all of the following:

1. Identification of the student's specific reading deficiency;
2. A description of ~~proposed supplemental~~ **additional** instructional services that ~~will~~ target the student's identified reading deficiencies;
3. Opportunities for the student's parents or guardians to be involved in the instructional services;
4. A process to monitor the implementation of the student's instructional services;
5. A reading curriculum during regular school hours that assists students to read at grade level, provides for **scientifically based and** reliable assessments, and provides ongoing analysis of each student's reading progress; and
6. A statement that unless the student attains the appropriate level of reading competency by the end of third grade, the student will be retained.

For a student with a reading improvement and monitoring entering the third grade after July 1, 2013, the District ~~will~~ provides a teacher who has ~~either passed a reading instruction test or has a reading endorsement on his/her teaching license~~ **been actively engaged in reading instruction for the previous three years and satisfies one or more of the following criteria:**

1. **Holds a reading endorsement on the teacher's license and has attained a passing score on the corresponding assessment for that endorsement;**

File: IGBEA-R
READING SKILLS ASSESSMENTS AND INTERVENTION
(Third Grade Reading Guarantee)

- 2. Has completed a master's degree program with a major in reading;**
- 3. Has demonstrated evidence of a credential earned from a list of scientifically research-based reading instruction programs approved by the department; and/or**
- 4. Was rated "above value added," which means most effective in reading, as determined by the department, for the last two school years.**

The District has specific responsibilities for a student who has been retained at the end of third grade. The District must:

1. Establish a district policy for the mid-year promotion of a student who is reading at or above grade level that provides that a student who participates in remediation services and who demonstrates the required reading proficiency prior to the start of fourth grade will be promoted to that grade.
2. Provide intensive remediation that addresses the student's areas of deficiencies. This must include, but not be limited to, not less than ninety minutes of daily reading. In addition, the remediation may include any of the following:
 - A. Small group instruction
 - B. Reduced teacher-student ratios
 - C. More frequent progress monitoring
 - D. Tutoring or mentoring
 - E. Transition classes containing third and fourth grade students
 - F. Extended school day, week or year
 - G. Summer reading camps
3. Provide a ~~high-performing teacher, as determined by available student performance data and performance reviews~~ **who has been actively engaged in reading instruction for the previous three years and satisfies one or more of the following criteria:**
 - A. Holds a reading endorsement on the teacher's license and has attained a passing score on the corresponding assessment for that endorsement;**
 - B. Has completed a master's degree program with a major in reading;**
 - C. Has demonstrated evidence of a credential earned from a list of scientifically research-based reading instruction programs approved by the department; and/or**
 - D. Was rated "above value added," which means most effective in reading, as determined by the department, for the last two school years.**
4. Offer the student the option to receive applicable services from one or more providers other than the District. These providers will be screened and approved by the District or by the Ohio Department of Education.
5. Provide instruction that is commensurate to the achievement level for a retained student who has a demonstrated proficiency in a specific academic field as defined by State law.

Adoption Date: December 17, 2012

Revision Date:

File: IGD
COCURRICULAR AND EXTRACURRICULAR ACTIVITIES

The purpose of education is to develop the whole person of the student. For this reason, an educational program must embody, as an essential element, activities that involve students beyond the classroom and foster the values that come from interaction and united effort. Such activities form a logical extension of the required and general curriculum and the elective or special curriculum.

The Board has established the criteria for cocurricular and extracurricular activities consistent with its philosophy of, and goals for, education. All activity programs must:

1. have educational value for students.
2. be in balance with other curricular offerings in the schools and be supportive of, and never in competition with, the academic program; and
3. be managed in a professional manner.

The Board may require that students pay reasonable fees to participate in cocurricular and extracurricular activities.

The following guidelines will govern the student activity programs:

1. Student activities are those school-sponsored activities that are voluntarily engaged in by students, have the approval of the school administration, and do not carry credit toward promotion or graduation.
2. Each school, under the direction of the principal and professional staff, has a student activity program designed to stimulate student growth and development by supplementing and enriching the curricular activities. All receipts and expenditures will be accounted for through the activity account.
3. Each activity should be designed to contribute directly to the educational, civic, social and ethical development of the students involved.
4. The student activity program receives the same attention in terms of philosophy, objectives, social setting, organization and evaluation that is given the regular school curriculum.
5. Each school develops written guidelines and procedures regulating the creation, organization, administration and dissolution of student activity programs. The Superintendent reports annually to the Board the general purposes, plans and financial status of the cocurricular and extracurricular programs of the District.
6. The expenses involved in participating in any school activity and in the total program for a school year should be set so that a majority of the students may participate without financial strain. Special consideration may be given in cases where the expense of participating ~~creates~~ **would result in** exclusion.
7. Activities must be open to all students regardless of race, color, national origin, ancestry citizenship status, religion, sex, sexual orientation, economic status, age, disability or military status.
8. Activities must not place undue burdens upon students, teachers, or schools.
9. Activities should not interfere with regularly scheduled classes. This limitation often requires conducting such activities beyond the regular school day, if possible.
10. Activities at any level should be unique, not duplications of others already in operation.
11. Students participating in cocurricular and extracurricular activities are expected to demonstrate responsible behavior and good conduct. The Board encourages the development and promotion of sportsmanship in all phases of the educational process, including athletics and all other cocurricular and extracurricular activities.
12. Students suspended and expelled from school are banned from extracurricular activities. Students may also be suspended from extracurricular activities for violations of the Student Code of Conduct or the code of conduct of the particular activity in which they participate. Students absent from school are not permitted to participate in extracurricular activities on that date. ~~Students absent from school (not in attendance for at least one half of the school day) are not permitted to participate in extracurricular activities that day.~~

File: IGD
COCURRICULAR AND EXTRACURRICULAR ACTIVITIES

13. Annually, the Board directs the Superintendent/designee to identify supplemental contract positions that supervise, direct or coach a student activity program which involves athletic, routine/regular physical activity or health and safety considerations. Upon the identification of the position, the individual must complete the requirements established by the Ohio Department of Education **and** State law. ~~and the Ohio Administrative Code.~~
14. Students may be expelled for up to one year for firearm-related or knife-related incidents occurring off school property while at an interscholastic competition, extracurricular event or other school-sponsored activity.
15. Students may be removed from extracurricular activities when their presence poses a continuing danger to persons or property or an ongoing threat of disruption. If a student is removed from extracurricular activities, such removal may include all extracurricular activities in which the student is involved.
- 16. Students in grades 7-12 enrolled in District-sponsored community schools are permitted to participate in the District's extracurricular activities, including interscholastic athletics. The Board may require the community school student to enroll in and participate in no more than one academic course in the District as a condition for participation.**
17. Resident students attending STEM schools are permitted to participate in the District's extracurricular activities, including interscholastic athletics.

Removal/Suspension from Extracurricular Activities/Interscholastic Athletics

1. Students suspended or expelled from school are prohibited from participating in or attending extracurricular activities or interscholastic sports during the period of their expulsion or suspension.
2. The building principal may suspend or remove students from any particular or all extracurricular activities or interscholastic athletics for violations of the Code of Student Conduct (Policy JG) for a period up to one school year.

Adopted: May 23, 2002 Revised: May 24, 2010
Revised: August 24, 2005 Revised:
Revised: September 22, 2008

Legal References

Legal Refs.: ORC 3313.537; 3313.58; 3313.59; 3313.664; 3315.062; 3319.16; Chapter 4112
OAC 3301-27-01; 3301-35-06

Cross References

AFI, Evaluation of Educational Resources	JED, Student Absences & Excuses
DJ, Purchasing	JGD, Student Suspension
IGDB, Student Publications	JGDA, Emergency Removal of Student
IGDC, Student Social Events	JGE, Student Expulsion
IGDF, Student Fundraising Activities	JL, Student Gifts and Solicitations
IGDG, Student Activities Funds Management	JN, Student Fees, Fines & Charges
IGDJ, Interscholastic Athletics	KGB, Public Conduct on District Property
IGDK, Interscholastic Extracurricular Eligibility	KK, Visitors to the Schools
JECBC, Admission of Students from Nonchartered Student Handbooks or Home Schooling	

File: IGDJ
INTERSCHOLASTIC ATHLETICS

~~The Board believes that interscholastic and intramural athletics are a desirable part of the total school program. The athletic program has great potential to contribute to the sound growth and all around development of students.~~

~~The Board believes that standards and ideals established and practiced will influence greatly the youth, the school and community; therefore, only the best traditions of good citizenship and conduct will be fostered.~~

Participation by students in athletic competition is a privilege subject to Board policies and regulations. While the Board takes pride in winning, it emphasizes and requires good sportsmanship and positive mental attitude as a prerequisite to participation.

The Superintendent and administrative staff schedule frequent conferences with all physical education instructors, coaches and athletic directors to develop a constructive approach to physical education and athletics throughout the District and to maintain a program that is an educational activity.

Interscholastic sports programs are subject to approval by the Board. The building principal is responsible for the administration of the interscholastic athletic program within his/her school. In discharging this responsibility, the principal consults with the athletic directors, coaches and physical education instructors on various aspects of the interscholastic athletic program. It is the responsibility of the principal and his/her staff to ensure the proper management of all athletic and physical education programs and the safety of students and the public.

The Board may require that students pay reasonable fees to participate in an extracurricular activity.

Coaches are required to complete all approved coursework as specified by the Ohio High School Athletic Association (OHSAA) and the Ohio Department of Education (ODE) in order to qualify to serve as coaches.

~~Trained and competent leadership and coaching, adequate equipment and facilities are essential prerequisites for any sponsored activity.~~

~~The welfare of the students takes precedence over any other interests.~~

~~The athletic program of the District shall follow rules and regulations as established and maintained by the Ohio High School Athletic Association.~~

~~Scheduling, arrangements and organization shall be under the direct supervision of the Athletic Director.~~

~~In addition to the above, the Board requires those identified supplemental contract positions that supervise, direct or coach student activity programs to view the National Federation of State High School Associations' "Concussion in Sports" course.~~

In the conduct of interscholastic athletic programs, the rules, regulations and limitations outlined by the OHSAA must be followed. It is the responsibility of the District's voting delegate to OHSAA to advise the management team of all pending changes in OHSAA's regulations.

Eligibility requirements for participating in athletic programs must conform to regulations of the OHSAA. They include the requirements that a student have the written permission of his/her parent(s) and shall have been determined as physically fit for the chosen sport by a licensed physician.

File: IGDJ
INTERSCHOLASTIC ATHLETICS

~~In the event a religious practice prohibits a physical examination, the superintendent may consider options acceptable by the OHSAA after being provided documented evidence the individual's religious practice prohibits this type of examination. If such a circumstance is determined acceptable by both the OHSAA and the superintendent, it shall be required that the parents/ guardians sign both an Authorization form (page 3 HIPAA form) and Consent to Participate form (which both the parent(s) and student must sign). It shall also be required the parents/ guardians sign a declaration that they are refusing the PPE and are holding the school district harmless for any liability incurred as a result of that decision. Refusal to sign the forms means the student shall not participate.~~

All students participating in interscholastic athletics must be covered by insurance. This insurance may be available for purchase through the District. If parents choose not to purchase insurance provided by the District, the parent(s) must sign a waiver ensuring that private coverage is provided.

As character building is one of the major objectives of interscholastic athletics, the athlete assumes responsibility for regulating his/her personal life in such ways as to make him/her a worthy representative of his/her school.

Any student may be suspended from an athletic team practice and competition for a period of time, designated by the principal, for infraction of school rules and regulations or for any other unacceptable conduct in or out of school.

Students are ineligible for athletics for one year when they transfer from one district to another without changing residency. However, there are exceptions to the ineligibility provisions contained in the ~~Ohio High School Athletic Association~~ OHSAA Bylaws.

Students in grades 7-12 enrolled in District-sponsored community schools are permitted to participate in the District's interscholastic athletics program. The Board may require the community school student to enroll in and participate in no more than one academic course in the District as a condition to participation.

Resident students attending STEM schools are also permitted to participate in the District's interscholastic athletics program.

Foreign exchange students not enrolled in a state-approved educational or exchange program must be legally adopted by a resident of that school district in order to be eligible for athletics.

Adoption Date: May 23, 2002
Revision Date: August 24, 2005
Revision Date: July 14, 2008

Revision Date: December 17, 2012
Revision Date:

Legal Refs.: ORC 2305.23; 2305.231; 3313.537; **3313.539**; 3313.66; 3313.661; 3313.664;
3315.062; **3319.303**; **3707.52**
OAC Chapter 3301-27

Cross Refs.:	IGD, Cocurricular and Extracurricular Activities	JGD, Student Suspension
	IGDK, Interscholastic Extracurricular Eligibility	JGE, Student Expulsion
	IKF, Graduation Requirements	JN, Student Fees, Fines & Charges
	JECBA, Admission of Exchange Students	Student Handbook

File: IKE
PROMOTION AND RETENTION OF STUDENTS

The promotion of each student in the District ~~will be~~ **is** determined individually. The decision to promote or retain a student **is made on the basis of the following factors: The teacher takes into consideration: reading skill, mental ability, age, physical maturity, emotional and social development, social issues, home conditions and grade average.** ~~in a grade may be based on any or all of the following : intellectual ability; academic achievement; physical, emotional and/or social development; and environmental factors.~~

Promotion procedures demand continuous analysis and study of the cumulative student case history records. Administrative guidelines must be developed and reviewed and may include the following elements.

- 1. A student receiving passing grades in the core courses is promoted.**
- 2. A student having failing grades in the core courses at the end of each year is evaluated by the teachers, guidance counselor and principal for placement.**
- 3. No conditional promotions are permitted.**
- 4. A student having failing grades may be assigned to the next higher grade with discretion only with approval of the principal.**
- 5. No student having passing grades, “D” or above, throughout the year is failed.**
- 6. No student should be retained more than twice in the elementary grades, kindergarten through eighth grade.**
- 7. Documentary and anecdotal evidence should be available to justify retention.**

Any student who is truant for more than 10% of the required attendance days of the current school year and has failed two or more of the required curriculum subject areas in the current grade is retained unless the student’s principal and the teachers of the failed subject areas agree that the student is academically prepared to be promoted to the next grade level.

“Academically prepared,” means that the principal, in consultation with the student’s teacher(s), has reviewed the student’s work and records and has concluded that, in his/her judgment as a professional educator, the student is capable of progressing through and successfully completing work at the next grade level.

Beginning with students who enter third grade in the 2013/2014 school year, any student who does not receive the minimum level of achievement on the Third Grade English Language Arts Assessment will not be promoted to fourth grade unless one of the following applies:

- 1. The student is a limited English proficient student who has been enrolled in United States schools for less than two full school years and has had less than two years of instruction in an English as a second language program.**
- 2. The student is a child with a disability entitled to special education and related services under Chapter 3323 of the Revised Code and the student’s individualized education program exempts the student from retention under this division.**
- 3. The student demonstrates an acceptable level of performance on an alternative standardized reading assessment as determined by the Ohio Department of Education.**

File: IKE
PROMOTION AND RETENTION OF STUDENTS

4. All of the following apply:

- A. The student is a child with a disability entitled to special education and related services under Chapter 3323 of the Revised Code.**
- B. The student has taken the third grade English language arts achievement assessment prescribed under Section 3301.0710 of the Revised Code.**
- C. (iii) The student's individualized education program or plan under Section 504 of the Rehabilitation Act of 1973 shows that the student has received intensive remediation in reading for two school years but still demonstrates a deficiency in reading.**
- D. The student previously was retained in any of grades kindergarten to three.**

5. The student received intensive remediation for reading for two school years but still demonstrates a deficiency in reading and was previously retained in any of grades kindergarten to three. Students promoted under this section continue to receive intensive reading instruction in grade four. The instruction includes an altered instructional day that includes specialized diagnostic information and specific research-based reading strategies for the student that have been successful in improving reading among low-performing readers.

Intervention services are offered to students who are not making satisfactory progress toward the attainment of the statewide academic standards for their grade level.

Any student who has been retained because of results on the third grade English language assessment and who demonstrates during the academic year that he/she now is reading at or above grade level is promoted to the fourth grade pursuant to the district-level mid-year promotion policy.

K-6

- ~~1. A student meeting grade level requirements in Reading/Language Arts and Mathematics will be promoted.~~
- ~~2. A student not meeting grade level requirements in Reading/Language Arts or Mathematics will be referred to the building level Intervention Assistance Team.~~
- ~~3. Parents shall be part of the promotion/retention process.~~
- ~~4. A student being considered for retention shall be provided with appropriate intervention.~~
- ~~5. The final decision relative to promotion/retention shall rest with the building principal.~~
- ~~—Fourth grade students who receive a below basic score on the fourth grade reading proficiency test are provided one of the three options:~~
 - ~~1. Promotion to fifth grade if the principal and reading teachers agree that other evaluations of the student's work indicate the student is academically prepared for fifth grade;~~
 - ~~2. Promotion to fifth grade with "intensive intervention" in that grade or~~
 - ~~3. Retention in fourth grade.~~

Grades 7-8

- ~~1. A student must pass three of the four core subjects (English, Math, Science, and Social Studies) in order to be promoted.~~
- ~~2. If Math or English is not passed, attendance at summer school will be required.~~

File: IKE
PROMOTION AND RETENTION OF STUDENTS

- ~~3. Students not meeting the criteria for promotion will be identified and provided assistance by the grade level team and guidance staff.~~
- ~~4. When a student's academic progress jeopardizes promotion, the student and parents will be notified. This will occur generally at the end of each grading period and/or no later than the midpoint of the fourth quarter.~~
- ~~5. Students on an IEP will be promoted as long as students' goals are met.~~
- ~~6. The decision to promote or retain will be made by the building principal and may be affected by mitigating circumstances.~~

Grades 9-12

~~Students must have the following number of units of credit to be classified as a student in that grade level.~~

- ~~1. To be eligible for classification as a 10th grade student, the student must have received five and one-half units of credit.~~
- ~~2. To be eligible for classification as an 11th grade student, the student must have received 11 units of credit.~~
- ~~3. To be eligible for classification as a 12th grade student, the student must have received 16.5 units of credit.~~

Adoption Date: May 23, 2002

Revision Date:

Revision Date: December 17, 2012

Legal Refs.: ORC 3301.07; 3301.0710; 3301.0711; 3301.0712; 3301.0715; 3313.608; 3313.609;
3313.6010; 3313.6012, 3314.03
OAC 3301-35-04; 3301-35-06

Cross Refs.: AFI, Evaluation of Educational Resources IGCD, Educational Options (Also LEB)
IGBE, Remedial Instruction (Intervention Services)
IGBEA, Reading Skills Assessments and Interventions (Third Grade Reading Guarantee)

File: IKF
GRADUATION REQUIREMENTS

The Board desires that its standards for graduation meet or exceed the minimum standards of the Ohio Department of Education as well as State law and, further, that our high school compares favorably with other high schools in the state that are recognized for excellence.

The Westlake High School minimum requirements for graduation from high school are as follows.

<u>Westlake High School Graduation Requirements Through 2015</u> Total Credits: 23 / MUST be enrolled in 4 Core Classes		
<u>Graduation Courses</u>	<u>CLASS OF 2014</u> 23 Credits	<u>CLASS OF 2015 & BEYOND</u> 23 Credits
English	4.0 credits See Course of Study for junior/senior requirements	4.0 credits See Course of Study for junior/senior requirements
Math	3.0 credits 1 credit Algebra I	4.0 credits 1 credit Algebra II
Social Studies	2.0 credits 1 credit World History 1 credit American History	3.0 credits 1 credit World History 1 credit American History
History & Government	1.0 credit including ½ unit of American History & ½ unit of American Govt.	1.0 credit including ½ unit of American History & ½ unit of American Govt.
Health/PE	1.5 credits	1.0 credits
Practical/Fine Arts	1.0 credit	1.0 credit
Computer Ed/Business/Engineering & Technology Education	0.5 credit	0.5 credit
Service Learning	N/A	Class of 2015-53 Hours /2016 & Beyond-60 Hours
Electives	7.0 credits	6.5 credits
World Language	N/A	N/A
TOTAL:	23.0 Credits	23.0 Credits
10 th Grade OGT <small>*Subject to legislative mandate</small>	*10 th grade OGT	*TBD

The State of Ohio minimum requirements for graduation from high school are as follows.

<u>State Minimum</u>	<u>Unit</u> <u>s</u>	<u>Ohio Core</u>	<u>Unit</u> <u>s</u>
English Language Arts	4.0	English Language Arts	4.0
History & Govt., including ½ unit of American History & ½ unit of American Govt.	1.0	History & Govt., including ½ unit of American History & ½ unit of American Government	1.0
Social Studies	2.0	Social Studies	2.0
Science, including 1 unit each in Physical Science & Biology	3.0	Science with inquiry-based lab experience, including 1 unit each in Phys. Sci. & Life Sci., & 1 unit in Chemistry, Physics or other phys. Sci., advanced Biology or other life science, Astronomy, Physical Geology or other earth/space science.	3.0
Mathematics	3.0	Math, including one unit of Algebra II or its equivalent	4.0
Health	0.5	Health	0.5
Physical Education	0.5	Physical Education	0.5
Electives *	6.0	Electives **	5.0
Total	20.0	Total	20.0

File: IKF
GRADUATION REQUIREMENTS

The Ohio Core requirements for graduation include:

- ~~1. student electives* of at least one unit or two half units, from the areas of business/technology, fine arts and/or foreign language;~~
- 1. student electives** of any one or combination of the following: foreign language, fine arts (must complete two semesters in any of grades 7-12 unless following a career-technical pathway), business, career-technical education, family and consumer sciences, technology, agricultural education or additional English language arts, math, science or social studies courses not otherwise required under the Ohio Core;**
- ~~2. units earned in English language arts, mathematics, science and social studies shall be delivered through integrated academic and technical instruction and~~
- 2. units earned in social studies shall be integrated with economics and financial literacy and**
3. passing all State required examinations.

The Ohio Core requirements for graduation also include:

- ~~1. student electives** of any one or combination of the following: World language, fine arts (must complete two semesters in any of grades 7-12 unless following a career-technical pathway), business, career-technical education, family and consumer sciences, engineering and technology, agricultural education or additional English language arts, math, science or social studies courses not otherwise required under the Ohio Core;~~
- ~~2. units earned in social studies shall be integrated with economics and financial literacy and~~
- ~~3. passing all State required examinations.~~

Summer School

Summer school credits are accepted toward graduation provided that administrative approval has been given prior to registration for the course.

Educational Options

High school credit is awarded to students who successfully complete Board-approved educational options that count toward the graduation requirements and subject area requirements.

Post Secondary Enrollment Options

Credit is awarded for courses successfully completed at an accredited postsecondary institution. High school credit awarded for a course successfully completed under this section of the Ohio Revised Code counts toward the graduation requirements and subject area requirements of the District. If the District offers a course comparable to the course successfully completed, then comparable credit for the completed equivalent course shall be awarded. If no comparable course is offered, the District shall grant to the student an appropriate number of credits in a similar subject area.

Correspondence Courses

High school courses offered through correspondence courses are accepted for credit toward graduation only when they meet the following criteria.

1. Credits earned in correspondence schools directly affiliated with state universities are evaluated by the school administration for students who wish to qualify for graduation from high school.

File: IKF
GRADUATION REQUIREMENTS

2. Credits earned from correspondence schools not directly affiliated with an accredited college or university may not be applied toward graduation.
3. Credits earned from schools that have been established primarily for correspondence study, rather than an institution primarily for residence study, are not accepted toward graduation.

Coursework Completed Prior to Ninth Grade

Student work successfully completed prior to the ninth grade is applied towards graduation credit if the course is taught by a teacher holding a license valid for teaching high school and is designated by the Board as meeting the high school curriculum requirements.

Ohio Core Opt Out

The District offers students entering the ninth grade on or after July 1, 2010, and before July 1, 2014, the ability to opt out of the Ohio Core curriculum in compliance with Board policy and regulations and all procedural requirements stipulated by the school.

Permissive Language

Physical Education Exemption

~~A student who, during high school, has participated in interscholastic athletics, marching band or cheerleading for at least two full seasons is not required to complete any physical education courses as a condition to graduate. However, the student is required to complete one half unit, consisting of at least 60 hours of instruction, in another course of study.~~

Junior Reserve Officer Training Corps (JROTC) Exemption

A student who has participated in JROTC for at least two full school years is not required to complete any physical education courses as a condition to graduate. In addition, the academic credit received from participating in JROTC may be used to satisfy the one-half unit of Physical Education and completion of another course is not necessary for graduation.

Community Service

The District offers community service education, which acquaints students with the history and importance of volunteer service and with a wide range of existing community needs. Community service opportunities may be considered an elective towards graduation.

Adoption Date: May 23, 2002

Revision Date: December 17, 2012

Revision Date: May 24, 2010

Revision Date:

Legal Refs.: ORC 3301.07(D)(3); 3313.60; 3313.6014; 3313.603; 3313.605; 3313.61; 3345.06
OAC 3301-35-04

Cross Refs.: IGBM, Credit Flexibility IGCD, Educational Options (Also LEB)
IGCA, Summer Schools IGCI, Community Service
IGCH, Postsecondary Enrollment Options (Also LEC)
JN, Student Fees, Fines and Charges

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 - 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 the above listed examples.

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.

File: JFC-R
STUDENT CONDUCT (Zero Tolerance)

- 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.

File: JFC-R
STUDENT CONDUCT (Zero Tolerance)

Rule 7 - Trespass/Loitering

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

Rule 8 - Repeated Violations of School Rules

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

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

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

Rule 10 - Use of Flame Producing Devices

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

Rule 11 – Hazing/Bullying

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

Hazing, bullying behavior and/or dating violence by any student/school personnel in the District is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school.

~~Hazing is defined as acting or coercing another, including the victim, to participate in any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Bullying is defined as a form of habitual aggressive behavior that is hurtful or deliberate.~~ **Hazing means doing any act or coercing another, including the victim, to do any act of initiation into any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person.**

Bullying, harassment and intimidation is an intentional written, verbal, electronic or physical act that a student has exhibited toward another particular student more than once. The intentional act also includes violence within a dating relationship. The behavior causes mental or physical harm to the other student and is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for the other student. This behavior is prohibited on school property, on a school bus or at a school-sponsored activity. Students found responsible for harassment, intimidation or bullying by an electronic act may be suspended.

Permission, consent or assumption of risk by any individual subjected to hazing, ~~and/or bullying,~~ **and/or dating violence** will not lessen the prohibition contained in this Policy, and will not exempt any student from discipline under this Policy. **Students are prohibited from making false complaints.**

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, **sex, sexual orientation, economic status, marital status, pregnancy** age, disability, **or military status** ~~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.

File: JFC-R
STUDENT CONDUCT (Zero Tolerance)

Rule 13 - Gambling

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

Rule 14 - Transportation

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

Rule 15 - Driving/Parking

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

Rule 16 - Accomplice

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

Rule 17 - Electronic Devices

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

Rule 18 - Failure to Accept Discipline or Punishment

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

Rule 19 - Misconduct During Extracurricular Activities

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

File: JFC-R
STUDENT CONDUCT (Zero Tolerance)

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.

OFFENSE

CONSEQUENCE

- | | |
|-----------------|--|
| 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 |

File: JFC-R
STUDENT CONDUCT (Zero Tolerance)

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.

OFFENSE

CONSEQUENCE

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.

OFFENSE

CONSEQUENCE

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

File: JFC-R
STUDENT CONDUCT (Zero Tolerance)

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.

OFFENSE

CONSEQUENCE

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

Rule 27 - Bomb Threats

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

OFFENSE

CONSEQUENCE

- | | |
|-----------------|--|
| 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.

OFFENSE

CONSEQUENCE

- | | |
|-----------------|---|
| 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.

File: JFC-R
STUDENT CONDUCT (Zero Tolerance)

OFFENSE

CONSEQUENCE

- | | |
|-----------------|--|
| 1 st | 5/10 option and/or referral to an assessment with the recommendation being followed. 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.

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

- | | |
|-----------------|--|
| 1 st | Up to 10-Day Suspension |
| 2 nd | Up to 10-Day Suspension with a Possible Recommendation for Expulsion |
| 3 rd | 10-Day Suspension and Recommendation for Expulsion |

File: JFC-R
STUDENT CONDUCT (Zero Tolerance)

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

- | | |
|-----------------|---|
| 1 st | 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. |
| 2 nd | Up to a 5-Day Suspension, and issued a ticket under O.R.C. 2151.87 |
| 3 rd | 10-Day Suspension and/or Recommendation for Expulsion, and issued a ticket under O.R.C. 2151.87 |

Rule 34 – Disruption of School

Students shall not engage in any activity/conduct that creates a disruption to the learning environment or endangers students, employees or visitors to the school in any way. This includes but is not limited to any act by a student or groups of students that induces panic or riotous behavior.

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

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