

WESTLAKE CITY SCHOOLS
BOARD OF EDUCATION AGENDA
Monday, September 30, 2013 – 5:30 p.m. – Regular Meeting
Westlake High School – Room A207 – 27830 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. Approval of Minutes

1. Work Session of August 12, 2013

Motion by _____
Seconded by _____

Roll Call Vote:

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

2. Regular Meeting of August 26, 2013

Motion by _____

Seconded by _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

B. Citizens' Advisory Committee

1. Resolution to Appoint Members to the Citizens' Advisory Committee Exhibit B-1

C. Superintendent's Report & Master Facility Plan Phase I Report

1. Resolution to Recognize Westlake High School Students for Participating in the Cleveland Clinic Summer Internship Program Exhibit C-1
2. Resolution to Recognize Westlake High School Students for Winning the Ohio State Fair Science, Technology, Engineering & Mathematics Award Exhibit C-2
3. Resolution to Recognize a Westlake High School Student for Attaining a Perfect Score on the ACT College Entrance Test Exhibit C-3
4. Resolution to Recognize the Westlake Fire Chief and Department Members Exhibit C-4
5. Resolution to Recognize the Westlake Police Chief and Department Members Exhibit C-5
6. Resolution to Recognize the Westlake Building Director and Department Members Exhibit C-6

D. Superintendent's Report & Master Facility Plan Phase I Report

E. Treasurer's Report/Recommendations

1. Action Items
- a. Resolution to Issue Then and Now Certificates Exhibit E-1-a
- b. Resolution to Approve Student Activity Purpose Statements and Budgets Exhibit E-1-b
- c. Resolution to Authorize Treasurer to Transfer Funds Exhibit E-1-c
- d. Resolution to Adjust the FY13 Temporary Appropriations Exhibit E-1-d
- e. Resolution to Adopt the FY14 Permanent Appropriations and Five-Year Forecast Exhibit E-1-e

F. New Business

1. Action Items
- a. Resolution to Accept Gifts and Contributions Exhibit F-1-a
- b. Resolutions to Approve Staff Recommendations
1. Resolution to Approve Resignations, FMLA, and Employment for Staff Members Exhibit F-1-b-1
2. Resolution to Approve Resignations and Employment of Substitutes for Staff Members Exhibit F-1-b-2
3. Resolution to Approve Certified Home Instruction Exhibit F-1-b-3
4. Resolution to Approve Supplemental Resignations and Contracts Exhibit F-1-b-4
5. Resolution to Approve Stipends for Extended School Year Instruction Exhibit F-1-b-5
6. Resolution to Approve for Local Professional Development Committee Members Exhibit F-1-b-6
7. Resolution to Approve Contracted Services for In-Service IB Training Exhibit F-1-b-7
8. Resolution to Approve Stipends for International Baccalaureate Diploma Programme Curriculum Work Exhibit F-1-b-8
9. Resolution to Approve the Employment of Project Link Personnel Exhibit F-1-b-9
10. Resolution to Approve Stipends for Certified Professional Development Exhibit F-1-b-10

- | | |
|---|------------------|
| 11. Resolution to Approve Summer Stipends for Diploma Programme
International Baccalaureate Meetings and Curriculum Work | Exhibit F-1-b-11 |
| c. Resolution to Approve Agreements for Admission of Tuition Pupils and
Purchased Services | Exhibit F-1-c |
| d. Resolution to Approve Field Trips | Exhibit F-1-d |
| e. Resolution to Publicly Post Previously Approved Change Orders | Exhibit F-1-e |
| f. Resolution to Authorize Participation in The TIPS/TAPS Purchasing
Program | Exhibit F-1-f |
| g. Resolution to Approve Construction Change Order | Exhibit F-1-g |

G. Board Items

1. Discussion Items

- a. Second Reading of Policy BDC – Executive Sessions
- b. Second Reading of Policy IGD – Cocurricular & Extracurricular Activities
- c. Second Reading of Policy IGDJ – Interscholastic Athletics
- d. Second Reading of Policy IGDK – Interscholastic Extracurricular Eligibility
- e. Second Reading of Policy JECBC – Admission of Students from Nonchartered or Home
Schooling
- f. Second Reading of Policy JP – Positive Behavioral Interventions & Supports

2. Action Item

- | | |
|---|---------------|
| a. Resolution to Approve Policies BDC, IGD, IGDJ, IGDK, JECBC, & JP | Exhibit G-2-a |
|---|---------------|

*Hearing of Public (15 Minutes)

H. 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 APPOINT MEMBERS TO THE CITIZENS ADVISORY COMMITTEE

RESOLVED that the Westlake Board of Education appoints the following incoming members to the Citizens Advisory Committee:

New CAC Members

Mary Essig - Research Associate

Andrew Mangels – Community Representative

Cal Craven – Student Member

Ginette Laraway – Entry Year Member

2013 CAC Committee Members

Susan Carroll - Chair

Tom Horwitz – Vice Chair

Ameesh Shah – Student Member

Patty McHugh – Research Assistant

Cecilia Steinman – Research Assistant

Carrie Tate – Research Assistant

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO RECOGNIZE WESTLAKE HIGH SCHOOL STUDENTS
FOR PARTICIPATING IN THE CLEVELAND CLINIC SUMMER INTERNSHIP PROGRAM

RESOLVED that the Westlake Board of Education recognizes and congratulates the following Westlake High School students for participating in the Cleveland Clinic Summer Internship Program.

Cleveland Clinic Summer Internship Participants

Rahil Desai, WHS Senior

Deepak Kumar, WHS Senior

Laura McDiarmid, WHS Junior

The Cleveland Clinic Office of Civic Education Initiatives Summer Internship Program is a paid nine-week internship that fosters 21st century skills in which students explore science and various health careers through one-on-one mentoring relationships with Cleveland Clinic doctors. The program is designed to increase high school students' interest and literacy in science by expanding their learning experiences beyond the classroom.

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO RECOGNIZE WESTLAKE HIGH SCHOOL STUDENTS FOR WINNING
OHIO STATE FAIR SCIENCE, TECHNOLOGY, ENGINEERING & MATHEMATICS AWARD

RESOLVED that the Westlake Board of Education recognizes and congratulates the following Westlake High School students for winning the Best of Show Award and the Zupancic Award at the 2013 Ohio State Fair Technology and Engineering Showcase.

Ohio State Fair Technology & Engineering Showcase

Theodore Poulos

Peter Slater

Theodore Poulos and Peter Slater of the Westlake High School STEM, Technology & Engineering Education Department won a Best of Show and the coveted Zupancic Award at the 2013 Ohio State Fair Technology & Engineering Showcase held at the beginning of August in the Lausche Conference Center.

Poulos & Slater teamed up to design and build a project they called the "Auto-Balance", a Segway inspired self-balancing scooter. They took the first place "Best of Show" award in the Energy/Power/Transportation Technology category, as well as the Zupancic Award, acknowledged as the single best project of the entire showcase competition.

The team also won the "People's Choice Award" for the most interesting, creative, and unique project.

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO RECOGNIZE A WESTLAKE HIGH SCHOOL STUDENT
FOR ATTAINING A PERFECT SCORE ON THE ACT COLLEGE ENTRANCE TEST

RESOLVED that the Westlake Board of Education recognizes and congratulates the following Krish Shah School student for his accomplishment of a perfect score on the ACT College Entrance Test.

Krish Shah
2013-2014
Westlake High School Senior
Perfect ACT Score

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO RECOGNIZE THE WESTLAKE FIRE CHIEF AND
DEPARTMENT MEMBERS

RESOLVED that the Westlake Board of Education recognizes and thanks the Westlake Fire Department, Chief James Hughes, and all Westlake Fire Department employees for their support and cooperation during the construction of the Westlake City School District new Middle School and new High School.

The Westlake staff members, parents, students, and the greater Westlake community share in our appreciation for facilitating a smooth transition for staff and students.

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO RECOGNIZE THE WESTLAKE POLICE CHIEF AND
DEPARTMENT MEMBERS

RESOLVED that the Westlake Board of Education recognizes and thanks the Westlake Police Department, Chief Richard Walling, and all Westlake Police Department employees for their support and cooperation during the construction of the Westlake City School District new Middle School and new High School.

The Westlake staff members, parents, students, and the greater Westlake community share in our appreciation for facilitating a smooth transition for staff and students.

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO RECOGNIZE THE WESTLAKE BUILDING DIRECTOR AND
DEPARTMENT MEMBERS

RESOLVED that the Westlake Board of Education recognizes and thanks the Westlake Building Department, Director Donald Grayem, and all Westlake Building Department employees for their support and cooperation during the construction of the Westlake City School District new Middle School and new High School.

The Westlake staff members, parents, students, and the greater Westlake community share in our appreciation for facilitating a smooth transition for staff and students.

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO ISSUE THEN AND NOW CERTIFICATES

RESOLVED that the Westlake Board of Education authorizes Then and Now Certificates for the following purchase orders:

PO No.	Vendor	Description	Amount
14939	North Coast Council	Internet Service Fee, St. Bernadette's	\$3,306.58
45998	John Carroll University	Football Camp	\$8,370.00
92911	Northwest Evaluation Assoc.	Web-based MAP Subscriptions	\$35,148.50
93216	Bailey Communications	FSMA Network Agreement	\$28,534.46
93281	Gymnasium Equipment Co.	Fence Post Padding	\$3,310.00
93305	Avon Truck Center	Engine Repair on Bus #17	\$4,683.17
93484	AT&T	Annual Maintenance Agreement	\$27,186.72
93497	Action Automatics	PAC Smoke Hatches (Add-on)	\$3,449.00
93537	Oksana Demianczuk Consulting	Food Service Supervisor	\$21,370.00
93620	The John F. Gallagher Co.	Blocked Sewers at WHS	\$3,346.50
93621	Sentry Fencing	Additional fencing/gates at WHS	\$20,000.00
93622	Sentry Fencing	Additional fencing/gates at WHS	\$7,094.10
93626	Ray Esser & Sons	Jetting Sanitary Drain Pipe at DIS	\$3,048.65

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

**RESOLUTION TO APPROVE STUDENT ACTIVITY
PURPOSE STATEMENTS AND BUDGETS**

RESOLVED THAT the Westlake Board of Education approves the following Student Activity Purpose Statements and Budgets.

2013-14 Policy and Purpose Statements*

Fund	SCC	Description	Estimated Revenue	Estimated Expenses
200	9200	Foreign Language Club - WHS	\$4,500.00	\$4,450.00
200	9390	Work Study - WHS	\$100.00	\$1,320.00
200	9560	Cheerleaders – LBMS	\$150.00	\$150.00
200	9613	Student Activities - WHS	\$0.00	\$484.25
200	9650	TechMates Club - WHS	\$250.00	\$250.00
200	9680	Panorama - WHS	<u>\$4,000.00</u>	<u>\$3,950.00</u>
		Total 200 Fund	\$9,000.00	\$10,604.25

*Original copies of Purpose Statements and Budgets are on file in the CFO/Treasurer's Office.

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO AUTHORIZE TREASURER TO TRANSFER FUNDS

RESOLVED that the Westlake Board of Education authorizes the Treasurer to transfer the following funds:

From	To	Amount
General Fund (001)	Athletic Fund (300)	\$10,000.00

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO ADJUST FY14 TEMPORARY APPROPRIATIONS

RESOLVED that the Westlake Board of Education adjust the following FY14 temporary appropriations:

GENERAL FUND			
Account	From	To	Difference
001-1100-500			
Instructional-Supplies	\$285,014.47	\$305,526.13	\$20,511.66
001-1200-400			
Special Education-Purchased Services	\$10,636.77	\$28,836.81	\$18,200.04
001-1900-400			
Vocational-Purchased Services	\$1,302,571.00	\$1,345,472.94	\$42,901.94
001-2100-800			
General Support Services-Miscellaneous	\$27,000.00	\$29,279.06	\$2,279.06
001-2300-500			
Board of Education-Supplies	\$1,500.00	\$1,593.29	\$93.29
001-2700-600			
Maintenance-Equipment	\$30,038.10	\$76,259.46	\$46,221.36
001-2900-200			
Community Information-Miscellaneous	\$9,800.00	\$143,030.38	\$133,230.38
Total	\$1,666,560.34	\$1,929,998.07	\$263,437.73
FOOD SERVICE			
Account	From	To	Difference
006-3100-500-9600			
Food Service-Supplies	\$150,000.00	\$150,609.64	\$609.64
Total	\$150,000.00	\$150,609.64	\$609.64
INTERDISTRICT SUMMER SCHOOL			
Account	From	To	Difference
011-2400-100-9011			
Summer School-Admin Salaries	\$2,080.01	\$8,951.01	\$6,871.00
011-2400-200-9011			
Summer School-Admin Benefits	\$351.64	\$1,443.28	\$1,091.64
Total	\$2,431.65	\$10,394.29	\$7,962.64

EXHIBIT E-1-d
(Continued)

PROJECT LINK			
Account	From	To	Difference
011-3200-400-9111			
Project Link-Benefits	\$7,000.00	\$7,658.06	\$658.06
011-3200-500-9111			
Project Link-Supplies	<u>\$6,500.00</u>	<u>\$11,405.86</u>	<u>\$4,905.86</u>
Total	\$13,500.00	\$19,063.92	\$5,563.92
IN SERVICE			
Account	From	To	Difference
018-3900-500-9720			
Red Brick-Sunshine	\$767.99	\$842.99	\$75.00
018-3900-500-9722			
Transportation-Sunshine	\$500.00	\$1,010.00	\$510.00
018-4600-500-9749			
Bassett Library-Supplies	\$2,500.00	\$3,380.00	\$880.00
018-4600-600-9764			
WHS-Equipment	<u>\$2,000.00</u>	<u>\$2,170.71</u>	<u>\$170.71</u>
Total	\$3,767.99	\$5,232.99	\$1,465.00
ATHLETICS			
Account	From	To	Difference
300-4500-100-9500			
Athletics-Wages	\$5,000.00	\$5,690.00	\$690.00
300-4500-500-9500			
Athletics-Supplies	\$41,000.00	\$58,091.91	\$17,091.91
300-4500-600-9500			
Athletics-Equipment	<u>\$4,500.00</u>	<u>\$7,395.00</u>	<u>\$2,895.00</u>
Total	\$50,500.00	\$71,176.91	\$20,676.91
ST. PAUL FY13			
Account	From	To	Difference
401-3200-100-9713			
Salaries & Wages	\$11,553.10	\$11,552.95	(\$0.15)

EXHIBIT E-1-d
(Continued)

401-3200-200-9713			
Benefits	\$5,741.35	\$5,827.81	\$86.46
401-3200-400-9713			
Purchased Services	\$0.00	(\$32.50)	(\$32.50)
401-3200-500-9713			
Supplies & Materials	\$69.66	\$15.85	(\$53.81)
Total	\$17,364.11	\$17,364.11	\$0.00
LOCAL GOVERNMENT INNOVATION			
FY13 (IB PROGRAM)			
Account	From	To	Difference
499-1100-400-9113			
Instruction Purch Services (In District-Staff)	\$36,952.36	\$32,654.58	(\$4,297.78)
499-3200-400-9113			
Purchased Services (Out of District)	\$160.00	\$4,457.78	\$4,297.78
Total	\$37,112.36	\$37,112.36	\$0.00
TITLE II-A FY14			
Account	From	To	Difference
590-2200-100-9014			
Prof. Development Salaries & Wages	\$14,461.29	\$19,461.29	\$5,000.00
590-2200-200-9014			
Prof. Development Benefits	\$3,000.28	\$3,083.04	\$82.76
590-2200-400-9014			
Prof. Development Purchased Services	\$5,305.00	\$222.24	(\$5,082.76)
Total	\$22,766.57	\$22,766.57	\$0.00

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

RESOLUTION TO ADOPT THE FY14 PERMANENT APPROPRIATIONS
AND FIVE-YEAR FORECAST

RESOLVED that the Westlake Board of Education adopts the following FY14 permanent appropriations and five-year fiscal forecast and associated assumptions (see attached).

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO ACCEPT GIFTS AND CONTRIBUTIONS
(ORC 3313.36)

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

Westlake Wrestling Boosters c/o Gary DiLillo Advanced Property Tax 30200 Detroit Road, Suite E Westlake, OH 44145	Donated \$5,300.00 to the Athletic Department at Westlake High School to offset the expense of new wrestling mats.
Advanced Property Tax c/o Gary DiLillo 30200 Detroit Road, Suite E Westlake, OH 44145	Donated \$2,000.00 to the Athletic Department at Westlake High School to offset the expense of new wrestling mats.
Westlake Demons Club P.O. Box 45236 Westlake, OH 44145	Donated \$2,000.00 to the Athletic Department at Westlake High School to offset expenses of field work for the 2013 (Spring) baseball season.
Westlake Soccer Association P.O. Box 45269 Westlake, OH 44145	Donated \$3,000.00 (\$1,500.00 to Boys Soccer and \$1,500.00 to Girls Soccer) to the Athletic Department at Westlake High School to offset expenses as needed.
Jennifer Psota Dougherty, DDS Dba Westlake Family Dental 2255 Columbia Road Westlake, OH 44145	Donated \$110.00 to the Athletic Department at Westlake High School to offset expenses as needed.
RSTT, Inc. c/o Mr. Rick Salomon 1500 Forest Knoll Drive West Hollywood, CA 90069	Donated \$300.00 to the Environmental Club at Parkside/Lee Burneson Schools to support the Maasai Music Project.
Ms. Michelle Strong 24005 Hilliard Blvd. Westlake, OH 44145	Donated \$652.00 to the Environmental Club at Parkside/Lee Burneson Schools to support the Maasai Music Project.
Merglo, Inc. dba OSV Studios 29605 Lorain Road North Olmsted, OH 44070	Donated \$500.00 to WHBS-TV at Westlake High School to buy/upgrade TV equipment.
Celebrate Westlake/North Coast Challenge Mr. Bud Hagy, President 36097 Westminster Avenue North Ridgeville, OH 44039	Donated \$1,000.00 to Leadership Challenge at Westlake High School to assist with the costs of hosting the 2013 kick-off retreat for 85 high school student leaders.

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

**RESOLUTION TO APPROVE RESIGNATIONS, FMLA
AND EMPLOYMENT FOR STAFF MEMBERS**

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

<u>FMLA</u>		<u>Parental Leave</u>	
Ashley Leukhardt	08/28/2013	Jennifer Butler	08/28/2013
Jennifer Butler	08/28/2013	Jessica Neimeister	08/28/2013
Megan Haniford	09/23/2013		
<u>Resignation for Purpose of Retirement</u>		<u>Resignation</u>	
Kitty Loving-Driver & Holly Lane Kitchen Helper Effective 09/30/2013		Elaine Moore–Driver, Effective 09/30/13 Kathleen Kiczek-Teacher Asst., Effective 10/01/13 Karen Jones-Dover Spec. Ed. Asst.,09/18/13 Patricia Wasko, Dover Spec. Ed. Asst., 09/20/2013	
<u>Classified Employment</u>			
<u>Name</u>	<u>Building/Position</u>	<u>Hours</u>	<u>Days</u> <u>Months</u> <u>Step</u> <u>Effective</u>
Phillip Cooper	PAC Student Helper	Hours As Needed	09/01/2013
Karen Jones	Dover Spec. Ed. Asst.	Increase - 5.75 to 6.25 hours per day	09/04/2013
Jan Kmitt	Dover Spec. Ed. Asst.	Increase - 5.5 to 6.5 hours per day	09/04/2013
Laura Kuhn	WHS Kitchen Helper	3.75	5 9 6 09/03/2013
Matthew Sprosty	WHS Kitchen Helper	3.75	5 9 1 09/03/2013
Loretta Diederich	Hilliard Cashier	2.50	5 9 1 09/03/2013
Laura Kuhn	Driver-RIF Recall	2	5 9 5 09/10/2013
Dale Mitchell	Mechanic	8	5 12 6 09/16/2013
Mary Gardner	Dover Spec. Ed. Asst.	6.25	5 9 5 09/25/2013
Heather Lopez	LBMS Spec. Ed. Asst.	7.0	5 9 0 09/16/2013
Susan Dvorak	LBMS Spec. Ed. Asst.	7.0	5 9 4 09/27/2013
Maricica Onciu	Spec. Ed. Bus Asst.	5.75	5 9 0 09/04/2013
Patricia Wasko (VI-B)	PKIS Spec. Ed. Asst.	6.5	9 5 14 09/20/2013
Carnell Sledge	WHS Spec. Ed. Asst.	7.0	5 9 6 09/24/2013
James Foerster	WHS Teacher Asst.	7.0	5 9 6 09/25/2013
Karen Jones	WHS Spec. Ed. Asst.	7.0	5 9 4 09/18/2013
David Gamon	Driver	Increase - 2.0 to 4.75 hours per day	09/10/2013
Susan Kantner	Driver	Increase - 5.75 to 7.75 hours per day	09/11/2013
Linda Clemons	Driver	Increase - 7.75 to 8.0 hours per day	09/09/2013
Kevin Saari	Driver	From 2.25 hours to 4.0 Relief	1 10/01/2013
Cathy Rasmussen	Driver	From 4.0 hrs Relief to 5.5 hours Regular	10/01/2013

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

**RESOLUTION TO APPROVE RESIGNATIONS AND EMPLOYMENT
OF SUBSTITUTES FOR STAFF MEMBERS**

RESOLVED that the Westlake Board of Education approves the resignations and employment of substitutes for staff members as follows for the 2013-2014 school year:

<u>Classified Substitute Resignations</u>	<u>Certified Substitute Resignations</u>
None	None
<u>Classified Substitutes</u> Danielle Ames Craig Belak Laura Bratina-England David Delzeith James Foerster Heidi Garza Kathy Hale Linda Herman Jillian James Kaja Jensen Bethia Kummer Bernadette Liggett Sean Mahoney Mary Petronella Bobbie Roach Sandra See Stephen Shipacasse Julia Sipler Richard Skvarek Allison Stephenson Megan Szabo Nichole Borecki	<u>Certified Substitutes</u> Danielle Ames Marlene Jenkins Kelly Applegate Kaja Jensen Wesley Bombik Suzanne Jones Dana Brulport Bethia Kummer Jeanmarie Burant Nicole Murton Marquetta Cain Kourtney Philips Mindy Deckert Maria Ripich David Dybowski Bobbie Roach Victoria Emblom Erica Robbins Lisa Feldner Rachel Roeder Maureen Gibel Lisa Schlichtig Anne Goyetche Erin Stanowick Kyle Graver Sarah Stevens Kathy Hale Eric Walborn Mark James

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE CERTIFIED HOME INSTRUCTION

RESOLVED that the Westlake Board of Education approves home instruction for identified students as follows:

<u>Certified Home Instruction</u>		
<u>Instructor Name</u>	<u>Effective Date</u>	<u>Not to Exceed</u>
Karen Schmidt	09/04/2013	200 Hours
Karen Schmidt	09/24/2013	40 Hours

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE SUPPLEMENTAL CONTRACTS

RESOLVED that the Westlake Board of Education approves the following supplemental contract resignations and employment for the 2013-2014 school year:

<u>Supplemental Resignations</u>			
<u>Name</u>	<u>Position</u>		
Todd Milkie	LBMS Earth Team Leader		

<u>Supplemental Employment</u>			
<u>Name</u>	<u>Position</u>	<u>In-District</u>	<u>Step</u>
Sara Latkowski	WHS National Honor Society (50%)	Y	From 4 to 5
Dennis Sullivan	LBMS Earth Team Leader	Y	N/A
Nicole Goshen	LBMS Sea Team Leader	Y	N/A
Bill Bongers	LBMS Sky Team Leader	Y	N/A
Kristen Regas	LBMS Exploratory Team Leader	Y	N/A
Laura Jagels	WHS Faculty Manager	Y	14
Art Daniels	Equipment Manager	Y	5
Ray Walczuk	WHS Debonaires Advisor	Y	20
Ray Walczuk	WHS Demonettes Advisor	Y	14

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE STIPENDS FOR EXTENDED SCHOOL YEAR INSTRUCTION

RESOLVED that the Westlake Board of Education approves extended school year visually impaired instruction for identified students as follows:

<u>Extended School Year Visually Impaired Instruction 2012-2013</u>		
<u>Instructor Name</u>	<u>Not to Exceed</u>	<u>Effective Date</u>
Candice Evans	5 Hours	06/10/2013
Sue Del Vecchio	3 Hours	06/10/2013

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE STIPENDS FOR
LOCAL PROFESSIONAL DEVELOPMENT COMMITTEE MEMBERS

RESOLVED that the Westlake Board of Education approves stipends for members of the Local Professional Development Committee for the 2013-2014 school year:

<u>Elementary Level (PK-6)</u>	<u>Secondary Level (7-12)</u>
Sandee Erdman Colleen Mudore Hun Piazza	James Patrizi Jennifer Williams

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE CONTRACTED SERVICES FOR
IN-SERVICE IB TRAINING

RESOLVED that the Westlake Board of Education approves IB training expenses not to exceed \$1,700.00 to Mary Kay Deese for training at elementary buildings on August 28th and 29th, 2013, to be paid from the Martha Holden Jennings Grant Funds.

Motion by: _____

Seconded by: _____

Roll Call Vote: _____

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE STIPENDS FOR INTERNATIONAL
BACCALAUREATE DIPLOMA PROGRAMME CURRICULUM WORK

RESOLVED that the Westlake Board of Education approves stipends for the following Westlake School District staff members for International Baccalaureate Diploma Program for writing IB curriculum at the approved stipend rate. Martha Holden Jennings Avon Lake Grant Funds will be used to contribute toward stipend cost.

IB Diploma Programme Curriculum Stipends

(Not to exceed 20 hours each)

Kelly Atkinson
Mike Berlekamp
Laura Emmer
Geoff Friedrich
Paul Hammond
Kristen Harter
Lisa Patton
Elena Prohaska
Colleen Stanley
Ann Marie Thomas

IB Diploma Programme Curriculum Stipends

(Not to exceed 35 hours each)

Matt Planisek
Beth Noren
Melissa Crist
Anne Frances Zaborniak

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 following Project Link personnel.

<u>Name</u>	<u>Position</u>	<u>Step</u>	<u>Effective</u>
Michelle Scullion	Project Link Leader	3	09/04/13
Tiana Billingsley	Project Link Leader	3	09/16/13
Megan Szabo	Project Link Leader	3	09/30/13
Barbara Kristof	Project Link Leader	3	09/30/13

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE ADDITIONAL STIPENDS
FOR CERTIFIED PROFESSIONAL DEVELOPMENT

RESOLVED that the Westlake Board of Education approves additional stipends at the negotiated rate for certified staff members approved by the Director of Academic Services for “Demon Drop-In Days” for curricular professional development during July and August 2013, and paid from building in-service accounts.

Motion by: _____

Seconded by: _____

Roll Call Vote: _____

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

**RESOLUTION TO APPROVE SUMMER STIPENDS FOR DIPLOMA PROGRAMME
INTERNATIONAL BACCALAUREATE MEETINGS AND CURRICULUM WORK**

RESOLVED that the Westlake Board of Education approves stipends for the following Westlake School District staff members (DP) for attendance at Summer International Baccalaureate Meetings and Curriculum work on June 19, 2013; June 24, 2013; August 5, 2013, and August 6, 2013 (not to exceed a total of 18 hours) at the approved stipend rate. Martha Holden Jennings Avon Lake Grant Funds will be used to contribute toward stipend cost.

Mark Campo	Jacy Nichols
Melissa Crist	Elizabeth Noren
Tim Freeman	Vishtasp Nuggud
Geoffrey Friedrich	Lisa Patton
Carol Froehlich	Matthew Planisek
Pam Griebel	Elena Prohaska
Paul Hammond	Mike Rhamy
Kristen Harter	Tracie Sidloski
Terry Kennedy	Anne Marie Thomas
Amy Klenz	Elizabeth Zingales
Michael Newman	Anne-Frances Zaborniak

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
Ombudsman (Revised Contract)

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>
HS	194	Bay Mechanical	\$258.93	Rework HVAC diffuser & fire damper
HS	195	Foti Contracting	\$4,130.06	Floor burnishing costs
HS	196	Foti Contracting	\$5,760.15	Concrete polish floor in Physics Lab C131
HS	197	Jeffrey Carr	\$10,850.00	Provide wood flooring in Red Brick Community Room

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO APPROVE FIELD TRIPS

RESOLVED that the Westlake Board of Education approves the following educational field trips:

<p><u>Lee Burneson Middle School</u></p> <p>LBMS 8th Grade American Heritage Tour 2014</p> <p>Departure: Wednesday, June 4, 2014, 6:00 AM</p> <p>Return: Friday, June 6, 2014, 10:00 PM</p> <p>Approximate Cost Per Pupil: \$425.00</p>
<p><u>Lee Burneson Middle School</u></p> <p>Environmental Club – Maasai Music Project III 2014</p> <p>Olkiramatian, Kenya, Africa</p> <p>Departure Date: Summer 2014</p> <p>Approximate Cost Per Pupil: \$5,000.00</p>
<p><u>Lee Burneson Middle School</u></p> <p>Environmental Club – Cincinnati Zoo</p> <p>Nocturnal Adventures Overnight</p> <p>Departure: Friday, November 15, 2013, 9:00 AM</p> <p>Return: Saturday, November 16, 2013, 6:00 PM</p> <p>Approximate Cost Per Pupil: \$100.00</p>

Motion by: _____

Seconded by: _____

Roll Call Vote: _____

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

RESOLUTION TO AUTHORIZE PARTICIPATION IN THE
TIPS/TAPS PURCHASING PROGRAM

RESOLVED that the Westlake City School District Board of Education (the "Board"), as authorized by Ohio Revised Code Section 9.48, wishes to participate in the TIPS/TAPS cooperative purchasing program offered by the Region VIII Education Service Center, which offers purchasing opportunities that will be beneficial to the District and its taxpayers through anticipated savings to be realized through available purchasing contracts; and

WHEREAS, TIPS/TAPS requires participating members to sign an Interlocal Agreement to evidence participation in the purchasing cooperative and designation of primary and secondary purchasing contacts for purposes of making purchases through the program;

NOW, therefore, be it resolved by the Westlake City School District Board of Education after evaluation and review of the information presented by the Director of Business Affairs and based on the Board's authority granted by Ohio Revised Code Section 9.4846, the Board states its intention to become a participant in the TIPS/TAPS purchasing program and authorizes the Treasurer and Director of Business Affairs to take the appropriate steps to become a participant in the program and to make purchases through the program;

BE IT FURTHER RESOLVED that the Treasurer and Director of Business Affairs are authorized to sign and deliver any and all necessary requests and documents in connection with participating in the TIPS/TAPS purchasing program, including completing and signing the Interlocal Agreement and submitting the required copies of the Agreement and this resolution to TIPS/TAPS, and in making any purchases through the program on behalf of the Westlake City School District Board of Education.

The resolution passed and was adopted on _____, 2013.

The foregoing is a true and correct copy of the resolution adopted by the Westlake City School District Board of Education and is provided to TIPS/TAPS to maintain on file with its records until such time as the Board determines not to participate in the purchasing program.

Mark Pepera, Treasurer/CFO

Date: _____

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

EXHIBIT F-1-g

RESOLVED that the Westlake Board of Education approves the following Construction Change Order:

<u>Change Order #</u>	<u>Site</u>	<u>Contractor</u>	<u>Amount</u>	<u>Description</u>
198	HS	Great Lake Crushing	\$175,000.00	Soil remediation work at new HS parking lot

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 BDC – Executive Sessions
- ❖ Policy IGD – Cocurricular & Extracurricular Activities
- ❖ Policy IGDJ – Interscholastic Athletics
- ❖ Policy IGDK – Interscholastic Extracurricular Eligibility
- ❖ Policy JECBC – Admission of Students from Nonchartered or Home Schooling
- ❖ Policy JP – Positive Behavioral Interventions & Supports

Motion by: _____

Seconded by: _____

Roll Call Vote:

Mr. Mays _____

Ms. Winter _____

Mr. Cross _____

Mr. Falcone _____

Mrs. Leszynski _____

File: BDC
EXECUTIVE SESSIONS

Educational matters should be discussed and decisions made at public meetings of the Board. Some matters are more properly discussed by the Board in executive session. As permitted by law, such matters may involve:

1. the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee, official or student or the investigation of charges or complaints against such individual, unless an employee, official or student requests a public hearing (the Board will not hold an executive session for the discipline of one of its members for conduct related to the performance of his/her official duties or for his/her removal from office);
2. the purchase of property for public purposes or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair advantage to a person whose personal, private interest is adverse to the general public interest;
3. specialized details of security arrangements where disclosure of the matters discussed might reveal information that could be used for the purpose of committing, or avoiding prosecution for, a violation of the law;
4. matters required to be kept confidential by Federal law or State statutes;
5. preparing for, conducting or reviewing negotiations with public employees concerning their compensation or other terms and conditions of their employment; ~~or~~
6. in-person conferences with an attorney for the Board concerning disputes involving the Board that are the subject of pending or imminent court action- **or**
7. **consideration of confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets or personal financial statements of an applicant for economic development assistance, or negotiations with other political subdivisions respecting requests for economic development assistance provided that:**
 - A. **the information is directly related to a request for economic development assistance that is to be provided or administered under provisions of State law authorized in Ohio Revised Code Section 121.22(G)(8)(1), or involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project and**
 - B. **a unanimous quorum of the Board has determined by a roll call vote the executive session is necessary to protect the interests of the applicant or possible investment or expenditure of public funds to be made in connection with the economic development project.**

Conferences with a member of the office of the State Auditor or an appointed certified public accountant for the purpose of an audit are not considered meetings subject to the Open Meetings Act (Sunshine Law).

File: BDC
EXECUTIVE SESSIONS

The Board meets in executive session only to discuss legally authorized matters. Executive sessions are held only as part of a regular or special meeting and only after a majority of the quorum determines, by a roll-call vote, to hold such a session.

When the Board holds an executive session for any of the reasons stated above, the motion and vote to hold the executive session shall state one or more of the purposes listed under such paragraph for which the executive session is to be held, but need not include the name of any person to be considered in the executive session. The minutes shall reflect the information described above.

In compliance with law, no official action may be taken in executive session. To take final action on any matter discussed, the Board reconvenes into public session.

The Board may invite staff members or others to attend executive sessions at its discretion.

Board members shall not disclose or use, without appropriate authorization, any information acquired in the course of official duties (which is confidential because of statutory provisions) or which has been clearly designated as confidential because of the status of proceedings or the circumstances under which the information was received.

[Adoption date:]

LEGAL REFS.: ORC 102.03; 121.22(B)

CROSS REFS.: AFBA, Evaluation of the Treasurer (Also BCCB)
BCD, Board-Superintendent Relationship (Also CBI)
BCE, Board Committees
BCF, Advisory Committees to the Board
BD, School Board Meetings
BDDG, Minutes
KBA, Public's Right to Know
KLD, Public Complaints About District Personnel

NOTE: This policy has incorporated the substance of State law on public meetings into its policy; however, a more general statement on closed sessions could be adopted by a board and an extract from the law could be included in the manual as an exhibit document coded BDC-E.

THIS IS A REQUIRED POLICY

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 result 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 co-curricular and extracurricular activities consistent with its philosophy of, and goals for, education. All student 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 co-curricular and extracurricular activities.

The following guidelines 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 are 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 as that 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 co-curricular 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 in which the expense of participating would result in exclusion.
7. Activities must be open to all students, regardless of race, color, national origin, ancestry, citizenship status, religion, sex, 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.

File: IGD
COCURRICULAR AND EXTRACURRICULAR ACTIVITIES

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.
13. Annually, the Board directs the Superintendent/designee to identify supplemental contract positions that supervise, direct or coach a student activity program that 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.
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, **and must fulfill the same academic, nonacademic and financial requirements as any other participant.** 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~~ **are not prohibited from participating** in the District's extracurricular activities, including interscholastic athletics, **and must fulfill the same academic, nonacademic and financial requirements as any other participant.**
18. **Resident students attending a nonpublic school are permitted to participate in the District's extracurricular activities, including interscholastic athletics, at the school to which the student would be assigned if the nonpublic school the student is enrolled in does not offer the extracurricular activity. Students must be of the appropriate age and grade level as determined by the Superintendent and must fulfill the same academic, nonacademic and financial requirements as any other participant.**
19. **Resident students receiving home instruction in accordance with State law are permitted to participate in the District's extracurricular activities, including interscholastic athletics, at the school to which the student would be assigned. Students must be of the appropriate age and grade level as determined by the Superintendent and must fulfill the same academic, nonacademic and financial requirements as any other participant.**

LEGAL REFS.: ORC 3313.537; **3313.5311; 3313.5312**; 3313.58; 3313.59; 3313.664; 3315.062
3319.16; **3321.04**; Chapter 4112
OAC 3301-27-01; 3301-35-06

File: IGD
COCURRICULAR AND EXTRACURRICULAR ACTIVITIES

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

[Adoption date:]

NOTE: Districts are required to allow students in grade 7-12 enrolled in district-sponsored community schools to participate in the district's extracurricular activities. The district may require these students to enroll in and participate in no more than one academic course in the district as a condition for participation.

Districts are also required to allow resident students attending STEM schools to participate in the district extracurricular activities.

House Bill (HB) 59, effective September 29, 2013, requires districts to allow resident students who are receiving home instruction to participate in extracurricular activities at the school to which they would be assigned. Districts are also required to allow resident students attending a chartered or nonchartered nonpublic school to participate in extracurricular activities in the school to which the student would be assigned if the activity is one that the nonpublic school they are enrolled in does not offer. Students participating under these provisions must be of the appropriate grade and age level as determined by the superintendent and must meet the same academic, nonacademic and financial requirements as any other student. Districts are prohibited from imposing additional rules or fees on a student participating under these provisions that are not applied to other students participating in the same program.

Districts may allow nonpublic school students who are not eligible to enroll in the district the opportunity to participate in an extracurricular activity operated by a school of the district if the activity is one the nonpublic school the student is enrolled in does not offer, and the activity is not interscholastic athletics or interscholastic competitions in music, drama or forensics. The superintendent may also allow a homeschool student not eligible to enroll in the district to participate in an extracurricular activity offered by one of the schools if it is an activity the district in which they are eligible to enroll does not offer.

In 2009, the Ohio General Assembly enacted HB 1, which directed school districts to count – up to four days as excused absences – time that a student is absent from school for the sole purpose of traveling out of state to participate in a board-approved enrichment activity or an extracurricular activity. The student is required to make up all missed classroom assignments.

In addition, if the student will be out of the state for four or more consecutive school days for a board-approved enrichment or extracurricular activity, a classroom teacher employed by the board must accompany the student to provide instructional assistance.

For boards developing policy without the assistance of an OSBA consultant, this category is useful for general policy on student activities and for establishing definitions. ~~For additional information on this topic, contact the Ohio Association of Secondary School Administrators and the Ohio High School Athletic Association.~~

THIS IS A REQUIRED POLICY

File: IGDJ
INTERSCHOLASTIC ATHLETICS

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

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

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.

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 infractions of school rules and regulations or for any other unacceptable conduct in or out of school.

Students **in grades 9-12** are ineligible for athletics ~~for one year when they transfer from one district to another without changing residency. However, there are~~ **the first 50% of the maximum allowable regular season contests in the sports the student participated in during the 12 months immediately preceding the transfer, until the one-year anniversary date of enrollment in the school the student transferred to.** ~~one year when they transfer from one district to another without changing residency. However, there are~~ Exceptions to the ineligibility provisions ~~contained~~ **are outlined** in the OHSAA Bylaws.

Students in grades 7-12 enrolled in District-sponsored community schools are permitted to participate in the District's interscholastic athletics program **and must fulfill the same academic, nonacademic and financial requirements as any other participant.** 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.

File: IGDJ
INTERSCHOLASTIC ATHLETICS

Resident students attending STEM schools ~~are also permitted to participate~~ **are not prohibited from participating** in the District's interscholastic athletics program **and must fulfill the same academic, nonacademic and financial requirements as any other participant.**

Resident students attending a nonpublic school are permitted to participate in the District's interscholastic athletic programs at the school to which the student would be assigned if the nonpublic school the student is enrolled in does not offer the activity. Students must be of the appropriate age and grade level as determined by the Superintendent and must fulfill the same academic, nonacademic and financial requirements as any other participant.

Resident students receiving home instruction in accordance with State law are permitted to participate in the District's interscholastic athletic programs at the school to which the student would be assigned. Students must be of the appropriate age and grade level as determined by the Superintendent and must fulfill the same academic, nonacademic and financial requirements as any other participant.

Foreign exchange students ~~not enrolled in a state approved educational or exchange program must be legally adopted by a resident of the District in order to be eligible for athletics.~~ **enrolled in a recognized visitor exchange program may be eligible to participate in interscholastic athletics in accordance with OHSAA Bylaws.**

[Adoption date:]

LEGAL REFS.: ORC 2305.23; 2305.231; 3313.537; **3313.5311; 3313.5312;** 3313.539; 3313.66;
3313.661; 3313.664; 3315.062; 3319.303; **3321.04;** 3707.52
OAC Chapter 3301-27

CROSS REFS.:	IGD, Cocurricular and Extracurricular Activities	IKF, Graduation Requirements
	IGDK, Interscholastic Extracurricular Eligibility	JGD, Student Suspension
	JECBA, Admission of Exchange Students	JGE, Student Expulsion
	JN, Student Fees, Fines and Charges	Student Handbooks
	JECBC, Admission of Students from Nonchartered or Home Schooling	

~~NOTE: Requirements for coverage by insurance and for physical examinations might be part of such a policy or these could be dealt with under Student Insurance Program and Physical Examinations of Students and cross referenced from this page. Another source of information would be the student handbook.~~

Districts are required to allow students in grades 7-12 enrolled in district-sponsored community schools to participate in the district's extracurricular activities. The district may require these students to enroll in and participate in no more than one academic course in the district as a condition for participation.

~~Districts are also required to allow~~ Resident students attending STEM schools may not be prohibited from participating ~~to participate~~ in district extracurricular activities.

House Bill (HB) 59, effective September 29, 2013, requires districts to allow resident students who are receiving home instruction to participate in extracurricular activities at the school to which they would be assigned. Districts are also required to allow resident students attending a chartered or nonchartered nonpublic school to participate in extracurricular activities in the school to which the student would be assigned if the activity is one that the nonpublic school they are enrolled in does not offer. Students participating under these provisions must be of the appropriate grade and age level as determined by the superintendent and must meet the same academic, nonacademic and financial requirements as any other student. Districts are prohibited from imposing additional rules or fees on a student participating under these provisions that are not applied to other students participating in the same program.

Districts may allow nonpublic school students who are not eligible to enroll in the district the opportunity to participate in an extracurricular activity operated by a school of the district if the activity is one the nonpublic school the student is enrolled in does not offer, and the activity is not interscholastic athletics or interscholastic competitions in music, drama or forensics. The superintendent may also allow a homeschool student not eligible to enroll in the district to participate in an extracurricular activity offered by one of the schools if it is an activity the district in which they are eligible to enroll does not offer.

File: IGDJ
INTERSCHOLASTIC ATHLETICS

Concussion Management

HB 143 (effective April 23, 2012) added requirements to State law for concussion management in athletics. The specific requirements are outlined in Ohio Revised Code Section (RC) 3313.539. The law states that if districts are subject to the rules of an interscholastic athletic conference, they will be in compliance if the rules of the organization are substantially similar to that of State law. Districts who are part of the Ohio High School Athletic Association (OHSAA) should already be implementing procedures that are similar to what is now in State law. If your district is not a member of OHSAA, or has sports that are not recognized as OHSAA sports, check with your regulatory organization to ensure compliance with State law."

OHSAA has already made a concerted effort to provide educational resources to member schools on concussion management. This information is outlined in the OHSAA Bylaws and sports regulations.

Specifically, OHSAA has adopted the following sports regulation:

"Any athlete who exhibits signs, symptoms or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion or balance problems) shall be immediately removed from the contest and shall not return to play until cleared with written authorization by an appropriate health care professional."

In Ohio, an "appropriate health care professional" shall be a physician, as authorized under RC 4731 and includes both doctors of medicine (M.D.), doctors of osteopathy (D.O.) and an athletic trainer, licensed under RC 4755.

OHSAA has further defined parameters to guide OHSAA licensed officials, medical personnel and member schools in implementing these guidelines. Information is provided by OHSAA on recognizing signs and symptoms consistent with a concussion. Specific guidelines and expectations for coaches, officials, and students for concussion management are outlined in the OHSAA general sports regulations. Details are additionally outlined in these regulations for when athletes can be returned to play and who is able to decide whether a student is fit to return to practice or competition.

HB 143 amended the requirements for the issuing or renewal of a pupil-activity program permit to coach interscholastic athletics. These permits are issued by the Ohio Department of Education. To receive a first time permit, each individual must successfully complete a training program that is specifically focused on brain trauma and brain injury management. To renew a permit, individuals must present evidence that they have successfully completed a training program in recognizing the symptoms of concussions and head injuries within the previous three years.

OHSAA has a Web page dedicated to sports safety, which includes links to concussion resources. Visit www.ohsaa.org/medicine/sportssafety.htm for more information.

Requirements for coverage by insurance and for physical examinations might be part of such a policy or these could be dealt with under Student Insurance Program and Physical Examinations of Students and cross-referenced from this page. Another source of information would be the student handbook.

THIS IS A REQUIRED POLICY

File: IGDK
INTERSCHOLASTIC EXTRACURRICULAR ELIGIBILITY

The Board recognizes the value of interscholastic extracurricular activities for students in grades 7-12 as an integral part of the total school experience. Since participation in interscholastic extracurricular activities is a privilege and not a right, students are expected to demonstrate competence in the classroom as a condition of participation.

Interscholastic extracurricular activities are defined as school-sponsored student activities involving more than one school or school district.

In order to be eligible in grades 9-12, a student must be currently enrolled and must have been enrolled in school the immediately preceding grading period (interscholastic athletics only). During the preceding grading period, the student must have received passing grades in a minimum of five one-credit courses or the equivalent which count toward graduation, and earn a grade point average of 1.50 or above. Fall incoming 9th grade student's eligibility will be determined on the last grading period of the 8th grade.

As a condition for the privilege of participating in interscholastic extracurricular activities, a student must have attained a minimum grade-point average of 1.5 on a 4.0 grading scale.

In addition, students participating in any program regulated by the Ohio High School Athletic Association must also comply with all eligibility requirements established by the Association.

In order to be eligible, a high school student must have passed a minimum of five one-credit courses or the equivalent in the immediately preceding grading period. The five courses may be a combination of high school and college courses.

A student enrolled in the first grading period of the ninth grade after advancement from the eighth grade must have passed a minimum of five of all subjects carried the preceding grading period in which the student was enrolled in the eighth grade.

A student enrolling in the seventh grade for the first time will be eligible for the first grading period regardless of the previous academic achievement. Thereafter, in order to be eligible, the student in grade seven or eight must be currently enrolled in school the immediately preceding grading period, and received passing grades during that grading period in a minimum of five of those subjects in which the student received grades.

Failure to comply with the grading period eligibility requirements results in extracurricular interscholastic ineligibility for the succeeding grading period.

If a student received home instruction in the grading period preceding participation, the student must meet any academic requirements established by the State Board of Education for the continuation of home instruction to be eligible to participate in the program.

If a student did not receive home instruction in the grading period preceding participation, the student's academic performance during the preceding grading period must have met any academic standards established by the District for eligibility to participate in the program.

Any student who commences home instruction after the beginning of the school year and at that time was considered ineligible to participate in extracurricular activities for failure to meet academic requirements or any other requirements will be ineligible to participate in the same semester the student was deemed ineligible.

File: IGDK
INTERSCHOLASTIC EXTRACURRICULAR ELIGIBILITY

[Adoption date:]

LEGAL REFS.: ORC 2305.23; 2305.231; 3313.535; **3313.537; 3313.5311; 3313.5312**; 3313.66;
3313.661; 3315.062
OAC Chapter 3301-27

CROSS REFS.: IGD, Cocurricular and Extracurricular Activities
IGDJ, Interscholastic Athletics
JECBA, Admission of Exchange Students
JECBC, Admission of Students from Nonchartered or Home Schooling
JFC, Student Conduct (Zero Tolerance)
Student Handbooks

NOTE: Districts are required to allow students in grades 7-12 enrolled in district-sponsored community schools to participate in the district's extracurricular activities. The district may require these students to enroll in and participate in no more than one academic course in the district as a condition for participation.

~~Districts are also required to allow~~ *Resident students attending STEM schools may not be prohibited from participating to participate in district extracurricular activities.*

House Bill 59, effective September 29, 2013, requires districts to allow resident students who are receiving home instruction to participate in extracurricular activities at the school to which they would be assigned. Districts are also required to allow resident students attending a chartered or nonchartered nonpublic school to participate in extracurricular activities in the school to which the student would be assigned if the activity is one that the nonpublic school they are enrolled in does not offer. Students participating under these provisions must be of the appropriate grade and age level as determined by the superintendent and must meet the same academic, nonacademic and financial requirements as any other student. Districts are prohibited from imposing additional rules or fees on a student participating under these provisions that are not applied to other students participating in the same program.

Districts may allow nonpublic school students who are not eligible to enroll in the district the opportunity to participate in an extracurricular activity operated by a school of the district if the activity is one the nonpublic school the student is enrolled in does not offer, and the activity is not interscholastic athletics or interscholastic competitions in music, drama or forensics. The superintendent may also allow a homeschool student not eligible to enroll in the district to participate in an extracurricular activity offered by one of the schools if it is an activity the district in which they are eligible to enroll does not offer.

If a student received home instruction in the grading period preceding participation, the student must meet any academic requirements established by the State Board of Education for the continuation of home instruction to be eligible to participate in the program and must meet all other academic, nonacademic and financial requirements as established by the district for participants.

If the student did not receive home instruction in the grading period preceding participation, the student's academic performance during the preceding grading period must have met any academic standards established by the district for eligibility to participate in the program and must meet all other academic, nonacademic and financial requirements as established by the district for participants.

Consistent with State law, the board has the option of deciding if a student may or may not participate in interscholastic extracurricular activities if the student has received a failing grade in the previous grading period. This sample policy offers both options. Prior to adoption, the board must decide which option it wishes to utilize.

Districts may choose to expand the eligibility requirement to all extracurricular activities.

The board is also permitted to increase the 1.0 minimum grade-point average for eligibility.

The board must make sure that any policy language adopted is not in conflict with the Ohio High School Athletic Association.

THIS IS A REQUIRED POLICY

ADMISSION OF STUDENTS FROM NONCHARTERED OR HOME SCHOOLING

Students seeking admission into the District's schools who have been enrolled in nonchartered schools or home schooling programs may be required to take competency examinations. The purpose of these examinations is to determine the proper grade placement for these students.

In making a placement decision, the Superintendent may consider:

1. the student's most recent annual academic assessment report;
2. whether to require the student to take any or all of the nationally normed, standardized achievement tests that are regularly scheduled for District students of similar age and
3. other evaluation information that may include interviews with the student and the parent.

~~(Select one of the following four paragraphs.)~~

~~Home schooled students need not be enrolled in the District in order to participate in cocurricular or extracurricular activities.~~

~~Home schooled students must be enrolled in the District in order to participate in cocurricular and extracurricular activities.~~

~~Home schooled students must be enrolled in the District on a full-time basis in order to participate in cocurricular and extracurricular activities. Full-time enrollment is defined as _____ courses/classes/credit hours/Carnegie units per semester.~~

~~Home schooled students must be enrolled in the District on a part-time basis in order to participate in cocurricular and extracurricular activities. Part-time enrollment is defined as courses/classes/credit hours/Carnegie units per semester.~~

Resident students attending a nonchartered nonpublic school are permitted to participate in the District's extracurricular activities at the school to which the student would be assigned if the nonchartered nonpublic school the student is enrolled in does not offer the extracurricular activity. Students must be of the appropriate age and grade level as determined by the Superintendent and must fulfill the same academic, nonacademic and financial requirements as any other participant.

Resident students receiving home instruction in accordance with State law are permitted to participate in District extracurricular activities at the school to which the student would be assigned. Students must be of the appropriate age and grade level as determined by the Superintendent and must fulfill the same academic, nonacademic and financial requirements as any other participant.

[Adoption date:]

LEGAL REFS.: ORC 3313.535; **3313.537; 3313.5311; 3313.5312**; 3313.664; **3321.04**
OAC 3301-34

CROSS REFS.: IGBG, Homebound Instruction
IGCF, Home Instruction
IGD, Cocurricular and Extracurricular Activities
IGDK, Interscholastic Extracurricular Eligibility

House Bill 59, effective September 29, 2013, requires districts to allow resident students who are receiving home instruction to participate in extracurricular activities at the school to which they would be assigned. Districts are also required to allow resident students attending a chartered or nonchartered nonpublic school to participate in extracurricular activities in the school to which the student would be assigned if the activity is one that the nonpublic school they are enrolled in does not offer. Students participating under these provisions must be of the appropriate grade and age level as determined by the superintendent and must meet the same academic, nonacademic and financial requirements as any other student. Districts are prohibited from imposing additional rules or fees on a student participating under these provisions that are not applied to other students participating in the same program.

Districts may allow nonpublic school students who are not eligible to enroll in the district the opportunity to participate in an extracurricular activity operated by a school of the district if the activity is one the nonpublic school the student is enrolled in does not offer, and the activity is not interscholastic athletics or interscholastic competitions in music, drama or forensics. The superintendent may also allow a homeschool student not eligible to enroll in the district to participate in an extracurricular activity offered by one of the schools if it is an activity the district in which they are eligible to enroll does not offer.

File: JP
POSITIVE BEHAVIORAL INTERVENTIONS AND SUPPORTS
(Restraint and Seclusion)

Positive Behavioral Interventions and Supports (PBIS)

The District implements PBIS on a system-wide basis. The Board directs the Superintendent/designee to develop a PBIS system that is consistent with the components set forth in the State Board of Education's (SBOE) policy on positive behavior interventions and supports. The District encourages family involvement as an integral part of its PBIS system.

Prohibited Practices

The District does not engage in practices prohibited by State law, including:

1. prone restraint;
2. any form of physical restraint that involves the intentional, knowing or reckless use of any technique that:
 - A. involves the use of pinning down a student by placing knees to the torso, head or neck of the student;
 - B. uses pressure point, pain compliance or joint manipulation techniques or
 - C. otherwise involves techniques that are used to unnecessarily cause pain.
3. corporal punishment;
4. child endangerment, as defined by Ohio Revised Code Section (RC) 2919.22;
5. deprivation of basic needs;
6. seclusion and restraint of preschool children in violation of Ohio Administrative Code Section (OAC) 3301-37-10;
7. chemical restraint;
8. mechanical restraint (that does not include devices used by trained school personnel, or by a student, for the specific and approved therapeutic or safety purposes for which such devices were designed and, if applicable, prescribed);
9. aversive behavioral interventions or
10. seclusion in a locked room or area.

Restraint

Physical restraint may not be used as a form of punishment or discipline, or as a substitute for other less restrictive means of assisting a student in regaining control. The use of prone restraint is prohibited. **This policy does not prohibit the use of reasonable force and restraint as provided by RC 3319.41.**

Restraint may be used only:

1. if a student's behavior poses an immediate risk of physical harm to the student or others and no other safe or effective intervention is available;
2. if the physical restraint does not interfere with the student's ability to breathe;
3. if the physical restraint does not interfere with the student's ability to communicate in the student's primary language or mode of communication and
4. by school personnel trained in safe restraint techniques, except in the case of rare and unavoidable emergency situations when trained personnel are not immediately available.

File: JP
POSITIVE BEHAVIORAL INTERVENTIONS AND SUPPORTS
(Restraint and Seclusion)

Seclusion

Seclusion may not be used as a form of punishment or discipline, for staff convenience or as a substitute for other less restrictive means of assisting a student in regaining control.

Seclusion may be used only:

1. if a student's behavior poses an immediate risk of physical harm to the student or others and no other safe or effective intervention is available;
2. for the minimum amount of time necessary to protect the student and others from physical harm;
3. in a room or area that is not locked, does not preclude the student from exiting the area should the staff member become incapacitated or leave, and that provides adequate space, lighting, ventilation and the ability to observe the student and
4. under the constant supervision of trained staff able to detect indications of physical or mental distress that require removal and/or immediate medical assistance, and who document their observations of the student.

Repeated Dangerous Behaviors

The District conducts functional behavioral assessments for students who repeatedly engage in dangerous behavior that leads to instances of restraint and/or seclusion to identify students' needs and more effective ways of addressing those needs. Behavioral intervention plans that incorporate appropriate positive behavioral interventions are created when necessary.

Training and Professional Development

The District trains an appropriate number of personnel in each building in crisis management and de-escalation techniques. The District maintains written or electronic documentation of provided training and lists of participants in each training session.

All student personnel, as defined by OAC 3301-35-15, are trained annually on the SBOE's and the District's policies and procedures regarding restraint and seclusion.

The Board directs the Superintendent/designee to develop a plan for any necessary training of student personnel to implement PBIS on a system-wide basis.

Data and Reporting

Each incident of seclusion or restraint is immediately reported to the building administrator and the student's parent. Each incident of seclusion or restraint is documented in a written report, which is made available to the student's parent within 24 hours. The District maintains written reports of seclusion or restraint. These reports are educational records under the Family Education Rights and Privacy Act.

The District annually reports information concerning the use of restraint and seclusion to the Ohio Department of Education (ODE), as requested by ODE.

Monitoring and Complaint Processes

The Board directs the Superintendent/designee to establish a procedure to monitor the implementation of State law and the District's policy on restraint and seclusion.

File: JP
POSITIVE BEHAVIORAL INTERVENTIONS AND SUPPORTS
(Restraint and Seclusion)

The Board directs the Superintendent/designee to establish District complaint procedures, which include a:

1. procedure for parents to present complaints to the Superintendent to initiate a complaint investigation by the District regarding incidents of restraint or seclusion and
2. requirement that the District respond to parents in writing within 30 days of the filing of a complaint regarding restraint and seclusion.

Parents are notified annually of the District's seclusion and restraint policies and procedures, which are also posted on the District's website.

[Adoption date:]

LEGAL REF.: ORC 2919.22
OAC 3301-35-15; 3301-37-10

CROSS REFS.: IGBA, Programs for Students with Disabilities
JF, Student Rights and Responsibilities
JGA, Corporal Punishment
JH, Student Welfare
JHF, Student Safety

NOTE: Beginning with the 2013/2014 school year, districts are required to develop policies dealing with seclusion, restraint and PBIS. The requirement stems from OAC 3301-35-15, which was finalized through the Joint Committee on Agency Rule Review (JCARR) on April 8, 2013. Prior to rule finalization, the State Board of Education (SBOE) adopted an accompanying model policy in January 2013. The rule requires district policies and procedures to be consistent with the SBOE policy.

Policies and procedures dealing with seclusion and restraint are required to be posted on the district's website and parents must be notified annually of district policies and procedures dealing with seclusion and restraint.

THIS IS A REQUIRED POLICY