

**WESTLAKE CITY SCHOOLS
BOARD OF EDUCATION MINUTES**

**Monday, May 24, 2010 – 5:30 p.m. – Regular Meeting
Board of Education – 27200 Hilliard Blvd.**

Call to Order: Time: 5:30 p.m.

Roll Call Vote:

Ms. Winter	<u>Present</u>
Mr. Sullivan	<u>Present</u>
Mr. Cross	<u>Present</u>
Mr. Mays	<u>Present</u>
Ms. Rocco	<u>Present</u>

Pledge of Allegiance: Pete Bradley, a Lee Burneson Middle School student, led the assembly in the Pledge of Allegiance.

Acknowledgment of Visitors: President Winter thanked all in attendance.

Approval of Agenda

Motion by Mr. Mays
Seconded by Ms. Rocco

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

*Hearing of Public (15 Minutes) Agenda Items – None.

A. Approval of Minutes

1. Work Session of April 12, 2010

Motion by Ms. Rocco
Seconded by Mr. Sullivan

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

2. Regular Meeting of April 26, 2010

Motion by Ms. Rocco
Seconded by Mr. Sullivan

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

**** Adjourn Board Meeting to Conduct Library Tax Budget Hearing**

Porter Public Library Tax Budget Hearing

In attendance: Andrew Mangels, Director; Laurie Forbush and Robert Plantz, Board Members; Judy Dobbs, Treasurer.

Mr. Mangels presented the proposed library tax budget.

Winter: She thanked Mr. Mangels for his presentation and the outstanding service the library provides the community.

Hearing of the Public: None.

**** Reconvene Board Meeting after Library Tax Budget Hearing**

B. Porter Public Library Action Item

1. Resolution to Approve Westlake Porter Public Library 2011 Tax Budget Exhibit B-1

C. Special Reports & Recognitions

Superintendent Keenan discussed the Civil War encampment experience at Lee Burneson. Brad Behrendt, Social Studies teacher, gave a brief introduction on the activity, and a Burneson student "Joshua Chamberland of the 20th Main Regiment" presented.

1. Resolution to Recognize Bond Issue Campaign Co-Chairs Exhibit C-1
2. Resolution to Recognize Bond Issue Campaign Steering Committee Exhibit C-2
3. Resolution to Recognize Bond Issue Campaign Taste of Westlake Fundraising Co-Chairs and Participants Exhibit C-3

****See attached comments at end of minutes from Board member Nate Cross.**

4. Resolution to Recognize Music Boosters Officers and Members Exhibit C-4
5. Resolution of Appreciation for Outgoing Administrator Exhibit C-5

D. Superintendent's Report

Superintendent Keenan reported on the following:

1. The District received the preliminary OGT scores, and they seem to indicate we met the mark in each of the areas.
2. The District has made application to the State for the QSCB bonds.
3. Cleveland State University is hosting its third annual engineering fair, and we have four teachers presenting: Adam Purdy, Judy McMasters, Sandy Vontroba and Scott Kutz.
4. The Art department will participate in an exchange with the City of Westlake's sister city in Tralee, Ireland.
5. Various building programming meetings are underway.
6. Community members that have property abutting the Lee Burneson/Dover and WHS facilities are invited to attend an informational meeting to voice their concerns.
7. The 20/20 committee has been invited to attend an informational meeting on June 3rd.
8. Printing RFPs for the facilities project have been prepared by Turner. Traffic survey and soil borings are underway.

9. A meeting is scheduled with the City on field coordination during building construction.
10. Noted the June 9th deadline for participation with the Ohio School Facilities Commission (OSFC) on our building project. He further recommended that we do not participate in the OSFC initiative after weighing the various pros and cons.

E. Treasurer's Report/Recommendations

1. Action Items

- a. Resolution to Authorize Treasurer to Return Advance Exhibit E-1-a
- b. Resolution to Establish Appropriations Exhibit E-1-b
- c. Resolution to Adjust FY10 Appropriations Exhibit E-1-c
- d. Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying then to the County Auditor Exhibit E-1-d
- e. Resolution Authorizing Declarations of Official Intent under U.S. Treasury Regulations with Respect to Reimbursements from Note and/or Bond Proceeds of Temporary Advances Made for Payments Prior to Issuance Relating Generally to Improvements to School District Facilities, and Related Matters Exhibit E-1-e

F. CAC Report – None. President Winter reminded everyone there will be a CAC Open House tomorrow at 7:30 p.m.

G. New Business

1. Action Items

- a. Resolution to Accept Gifts and Contributions Exhibit G-1-a
- b. Resolutions to Approve Staff Recommendations
 1. Resolution to Approve Employment, Substitutes, Certified Reclassification, and Supplemental Contract Changes for Staff Members Exhibit G-1-b-1
 2. Resolution to Approve the Employment of 2010 Camp Link Personnel Exhibit G-1-b-2
 3. Resolution to Approve 2010 WHS Summer School Staff Members Exhibit G-1-b-3
 4. Resolution to Approve 2010-2011 Supplemental Contracts Exhibit G-1-b-4
 5. Resolution to Approve Extended Time for Staff Members Exhibit G-1-b-5
 6. Resolution to Approve Stipends for LBMS Educational Field Trip Exhibit G-1-b-6
 7. Resolution to Approve Extended School Year Tutors Exhibit G-1-b-7
 8. Resolution to Approve Classified Staff Seasonal Employment Exhibit G-1-b-8
 9. Resolution to Approve 2010 Summer Employment of School Bus Drivers And Bus Aides Exhibit G-1-b-9
 10. Resolution to Approve Employment of Administrative Staff Member Exhibit G-1-b-10
 11. Resolution to Approve Title I/ARRA Title I Summer School Employment Exhibit G-1-b-11
 12. Resolution to Approve Summer School Intervention Programs and Stipends Exhibit G-1-b-12
 13. Resolution to Approve Limited Contract for Certified Staff Member Exhibit G-1-b-13
- c. Resolution to Approve Agreement for Admission of Tuition Pupils and Purchased Services Exhibit G-1-c
- d. Resolution to Approve Field Trip Exhibit G-1-d
- e. Resolution to Authorize Membership in Ohio High School Athletic Association Exhibit G-1-e

- f. Resolution to Accept and Approve Westlake High School Graduating Class of 2010 Exhibit G-1-f
- g. Resolution to Amend Administrative Handbook Exhibit G-1-g
- h. Resolution to Approve Transportation for Summer Field Trips Exhibit G-1-h
- i. Resolution Authorizing the Execution and Delivery of a Ground Site Lease Agreement Between the Westlake City School District Board of Education and Clear Wireless, LLC Exhibit G-1-i
- j. Resolution to Amend Preschool Peer Tuition Exhibit G-1-j
- k. Resolution to Approve Courses of Study Exhibit G-1-k
- l. Resolution to Approve the Amended Sports Health / Athletic Trainer Services Agreement Exhibit G-1-l

2. Handbooks

- a. First and Final Reading of 2010-2011 Early Childhood Parent/Student Handbook
 - 1. Resolution to Approve 2010-2011 Early Childhood Parent/Student Handbook Exhibit G-2-a-1
- b. First and Final Reading of 2010-2011 Elementary School Parent/Student Handbook
 - 1. Resolution to Approve 2010-2011 Elementary School Parent/Student Handbook Exhibit G-2-b-1
- c. First and Final Reading of 2010-2011 Parkside Intermediate School Parent/Student Handbook
 - 1. Resolution to Approve 2010-2011 Parkside Intermediate School Parent/Student Handbook Exhibit G-2-c-1
- d. First and Final Reading of 2010-2011 Lee Burneson Middle School Parent/Student Handbook
 - 1. Resolution to Approve 2010-2011 Lee Burneson Middle School Parent/Student Handbook Exhibit G-2-d-1
- e. First and Final Reading of 2010-2011 Westlake High School Parent/Student Handbook
 - 1. Resolution to Approve 2010-2011 Westlake High School Parent/Student Handbook Exhibit G-2-e-1
- f. First and Final Reading of 2010-2011 Project Link Parent/ Student Handbook
 - 1. Resolution to Approve 2010-2011 Westlake High School Parent/Student Handbook Exhibit G-2-f-1
- g. Second Reading and Adoption of Policies Exhibit G-2-g

H. Director of Business Affairs Report

Dave Puffer reported on the following District projects:

- 1. Updated the Board on facilities programming to date.

I. Board Items

- 1. Board of Education Annual Scholarship Recipients
Mays: Updated the Board on the scholarship recipients.

Discussion:

Cross: Asked the Superintendent for a summary of the most recent local funding initiatives (LFI).

Keenan: Indicated to Mr. Cross he will include a draft of the most recent proposed LFI's in the next Board packet.

Winter: Indicated the Board needs to decide whether to go forward with the OSFC or accept Dr. Keenan's recommendation to move forward without using the OSFC. She asked the Board for their thoughts.

Rocco: Stated we should not pursue OSFC due to the speculative nature of the funds.

Mays: Indicated the 5% match could be even lower due to the local funding initiatives requirements.

Cross: Stated he likes the flexibility and doesn't want to pursue using the OSFC.

Sullivan: He asked Mr. Puffer about his baseline comment regarding the OSFC.

Keenan: Indicated to Mr. Sullivan a baseline was used to make sure we stayed on our targeted budget.

Cross: Indicated to Dr. Keenan it is ironic the OSFC standards and guidelines are not necessarily good but were fine for individuals to set the cost.

Keenan: Stated to Mr. Cross the District is indeed using the OSFC standards for design, and the flexibility portion of those standards is the only issue of concern.

Winter: Stated her concern about the OSFC money being actually available in 2017 and losing flexibility. She also has concerns about technology.

Mays: Stated he hates to turn down money, but is also concerned about the availability of the OSFC money and the loss of flexibility.

Sullivan: Asked Dr. Keenan if the District would save on any soft costs if we went with OSFC.

Keenan: Indicated to Mr. Sullivan he doesn't think that would be the case.

Sullivan: Indicated he is inclined to not participate with the OSFC.

Cross: Asked Dr. Keenan when the decision for a commissioning agent is required if we declined to follow OSFC guidelines.

Keenan: Indicated the commissioning agent would most likely be determined in the fall.

*Hearing of Public (15 Minutes)

Harry Applegate: He commented on the tremendous leadership and vision of Dr. Keenan on the bond plan for the school District.

J. Adjourn to Executive Session

Time: 8:13 p.m.

Purpose: Discuss Administrative Handbook/Contracts

Motion by Mr. Sullivan

Seconded by Mr. Mays

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

Others in Attendance: Keenan, Pepera.

Adjourn Executive Session and Return to Regular Session
Time: 8:38 p.m.

K. Adjourn to Executive Session

Time: 8:39 p.m.

Purpose: Discuss Superintendent Contract

Motion by Ms. Rocco

Seconded by Mr. Mays

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

Others in Attendance: None.

Keenan and Pepera exited the meeting at 8:39 p.m.

Mr. Sullivan was appointed Treasurer Pro Tem.

Mr. Sullivan exited the meeting at 9:17 p.m.

Adjourn Executive Session and Return to Regular Session
Time: 9:24 p.m.

L. Adjournment

President Winter adjourned the meeting at 9:25 p.m.

President

Treasurer Pro Tem

Treasurer

* 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.

EXHIBIT B-1
RES. #10-148

RESOLUTION TO APPROVE WESTLAKE PORTER PUBLIC LIBRARY
2011 TAX BUDGET

RESOLVED that the Westlake Board of Education approves the Westlake Porter Public Library 2011 Tax Budget.

Motion by _____ Mr. Sullivan

Seconded by _____ Mr. Mays

Roll Call Vote:

Ms. Winter	_____ AYE
Mr. Sullivan	_____ AYE
Mr. Cross	_____ AYE
Mr. Mays	_____ AYE
Ms. Rocco	_____ AYE



RESOLUTION OF APPRECIATION

WHEREAS, the Westlake Board of Education placed a Bond Issue on the May 4, 2010 ballot; and

WHEREAS, Mrs. Cathy Axcell and Mr. Joseph Kraft were appointed by the Board of Education as Co-Chairs of the Levy; and

WHEREAS, they have provided the leadership to organize a group of over 500 volunteers; and

WHEREAS, the Levy Campaign, under their direction, has provided comprehensive information to members of the school community so that they can make an informed choice; and

WHEREAS, Mrs. Axcell and Mr. Kraft have worked tirelessly on behalf of the children of the Westlake City School District;

NOW, THEREFORE, BE IT RESOLVED that the Westlake Board of Education adopts this "Resolution of Appreciation" commending Mrs. Cathy Axcell and Mr. Joseph Kraft for their leadership of the Bond Campaign, and does hereby express its sincere appreciation on behalf of the Westlake Board of Education, staff, and students; and

FURTHER BE IT RESOLVED that this resolution be duly recorded and spread on the minutes this 24th day of May 2010, and the Treasurer is directed to deliver a copy of this resolution to these persons and establishments.

Motion by _____ Mr. Sullivan _____

Seconded by _____ Mr. Cross _____

Roll Call Vote:

Ms. Winter	_____ AYE _____
Mr. Sullivan	_____ AYE _____
Mr. Cross	_____ AYE _____
Mr. Mays	_____ AYE _____
Ms. Rocco	_____ AYE _____



RESOLUTION OF APPRECIATION

WHEREAS, the Citizens for Westlake Schools organized a Campaign Steering Committee to support and direct the school district's May 4, 2010 Bond Issue Campaign; and

WHEREAS, the Campaign Steering Committee volunteered innumerable hours to develop and implement a comprehensive and effective campaign plan; and

WHEREAS, this Bond Issue Campaign was passed by voters on May 4, 2010; and

WHEREAS, this Bond Issue could not have been victorious without the generous donation of time and talent of the following persons:

Elizabeth Altman	Brian Gottfried	Megan Moutoux
Lynda Appel	Karen Herzberger	Susan Palmer
Harry Applegate	Hannah Jennings	Kelly Patterson
Cathy Axcell	Cris Kennedy	Carrie Simon
Wendy Balodis	Joe Kraft	David Simon
Ann Beyer	Karen Lackner	Chris Sutcliffe
Amy Butcher	Julie McCallister	Beth Vecchio
Bridget DeMonica	Patty McHugh	Christie Wiedt
Michelle DiStefano	Michael Medoro	Melisa Yeoman

NOW, THEREFORE, BE IT RESOLVED that the Westlake Board of Education adopts this "Resolution of Appreciation" commending these persons for their support of the Citizens of Westlake Schools May 2010 Bond Issue, and does hereby express its sincere appreciation to these persons on behalf of the Westlake Board of Education and the staff of the schools, and

FURTHER BE IT RESOLVED that this resolution be duly recorded and spread on the minutes this 24th day of May, 2010, and the Treasurer is directed to deliver a copy of this resolution to these persons and establishments.

Motion by _____ Mr. Sullivan

Seconded by _____ Mr. Cross

Roll Call Vote:

Ms. Winter	_____ AYE
Mr. Sullivan	_____ AYE
Mr. Cross	_____ AYE
Mr. Mays	_____ AYE
Ms. Rocco	_____ AYE



RESOLUTION OF APPRECIATION

WHEREAS, the Citizens for Westlake Schools organized a fundraising event, *A Taste of Westlake*, to support the school district's May 4, 2010 Bond Issue, and

WHEREAS, all of the proceeds from this event are used by the Citizens for Westlake Schools Levy Campaign, and

WHEREAS, this event was a huge success with all tickets being sold out, and

WHEREAS, this event could not have been possible without the generous contributions and support of the following persons and establishments:

Julie McCallister, Co-Chair

Christie Wiedt, Co-Chair

Aladdin's Eatery	Houlihan's Restaurant	Robek's
Applebee's Grill & Bar	Ironwood Café	Romeo's Pizza
The Boneyard	Loco Leprechaun	Rusty Barrel Bar & Grill
Brio Tuscan Grill	Mitchell's Tavern	Saucy Bistro
Buca di Beppo	Outback Steakhouse	Savannah Bar & Grille
Café Tandoor	Panini's	Si Senior
Champps Americana	Peppi's Pizza	Stonehouse Grill
FirstWatch	Picc-A-Deli Café	Whistle Stop

NOW, THEREFORE, BE IT RESOLVED that the Westlake Board of Education adopts this "Resolution of Appreciation" commending these persons and establishments for their support of the Citizens of Westlake Schools and *A Taste of Westlake* fundraising event, and does hereby express its sincere appreciation to these persons and establishments on behalf of the Westlake Board of Education and the staff of the schools, and

FURTHER BE IT RESOLVED that this resolution be duly recorded and spread on the minutes this 24th day of May, 2010, and the Treasurer is directed to deliver a copy of this resolution to these persons and establishments.

Motion by _____ Mr. Sullivan

Seconded by _____ Mr. Cross

Roll Call Vote:

Ms. Winter	_____ AYE
Mr. Sullivan	_____ AYE
Mr. Cross	_____ AYE
Mr. Mays	_____ AYE
Ms. Rocco	_____ AYE



RESOLUTION OF APPRECIATION

WHEREAS, the Music Boosters is parent organization that supports the Westlake City Schools' music program from pre-kindergarten through grade twelve; and

WHEREAS, the Music Boosters have supported our students and sponsored *Music a la Mode* in the district for over 50 years; and

WHEREAS, the Music Boosters organized a specific fundraising event campaign to replace the school district's Band Uniforms, and all of the proceeds from this campaign were designated for that sole purpose; and

WHEREAS, the campaign was successful, and funds were raised to completely outfit the band;

NOW, THEREFORE, BE IT RESOLVED that the Westlake Board of Education adopts this "Resolution of Appreciation" commending the Music Boosters Officers, and the volunteers who participated in both *Music a la Mode* and the Music Boosters uniform fundraising event, and does hereby express its sincere appreciation to these persons on behalf of the Westlake Board of Education and the staff of the schools; and

FURTHER BE IT RESOLVED that this resolution be duly recorded and spread on the minutes this 24th day of May, 2010, and the Treasurer is directed to deliver a copy of this resolution to these persons.

Music Boosters Officers

Eileen Moran, President

Marvin Pozderac, Vice President

Kelly Patterson, Treasurer

Marian Buzzard, Secretary

New Uniform Coordinator

Barb Kristof

Motion by _____ Mr. Sullivan

Seconded by _____ Mr. Cross

Roll Call Vote:

Ms. Winter	_____ AYE
Mr. Sullivan	_____ AYE
Mr. Cross	_____ AYE
Mr. Mays	_____ AYE
Ms. Rocco	_____ AYE



RESOLUTION OF APPRECIATION

Timothy Rickard

Administrator, Teacher
1986-2010

WHEREAS, Timothy Rickard has served as a member of the Westlake City School staff for 24 years, and

WHEREAS, his leadership has been instrumental in the district being recognized by the State of Ohio as being Excellent, and

WHEREAS, his judgment, vision and concern for the education of youth has been valuable to the District in the fulfillment of its responsibilities, and

WHEREAS, his service, leadership and commitment to the Westlake School District has brought enduring benefits to the youth and citizens of the Westlake City School District,

NOW, THEREFORE, BE IT RESOLVED that the Westlake Board of Education adopts this "Resolution of Appreciation" commending Timothy Rickard for dedication and faithful service and does hereby express its sincere appreciation to him on behalf of the citizens of the Westlake City School District and the staff of their schools, and

FURTHER BE IT RESOLVED that this resolution be duly recorded and spread on the minutes this 24th day of May, 2010, and the Treasurer is directed to deliver a copy of this resolution to Mr. Timothy Rickard.

Carol Winter, President

Timothy Sullivan, Vice President

Nathaniel Cross, Member

Thomas Mays, Member

Andrea Rocco, Member

Motion by _____ Mr. Sullivan _____

Seconded by _____ Mr. Mays _____

Roll Call Vote:

Ms. Winter _____ AYE _____

Mr. Sullivan _____ AYE _____

Mr. Cross _____ AYE _____

Mr. Mays _____ AYE _____

Ms. Rocco _____ AYE _____

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)	Project Link (011-9111)	\$3,745.56

Motion by _____ Mr. Mays

Seconded by _____ Mr. Sullivan

Roll Call Vote:

Ms. Winter	_____ AYE
Mr. Sullivan	_____ AYE
Mr. Cross	_____ AYE
Mr. Mays	_____ AYE
Ms. Rocco	_____ AYE

RESOLUTION TO ESTABLISH APPROPRIATIONS

RESOLVED that the Westlake Board of Education establish the following appropriations:

PEPSI SCHOLARSHIP	
Account	Amount
007-9071	\$2,000.00
JACKIE SHAEFER MEMORIAL FUND	
Account	Amount
007-9082	\$2,000.00
OWEN REEHORST SCHOLARSHIP FUND	
Account	Amount
007-9090	\$500.00
CAROL HUNT SCHOLARSHIP	
Account	Amount
007-9708	\$1,000.00
SARNA MEMORIAL	
Account	Amount
007-9802	\$300.00
TREMAINE MEMORIAL FUND	
Account	Amount
007-9840	\$400.00
LINDA FOX LUSTENBERGER MEMORIAL SCHOLARSHIP	
Account	Amount
008-9080	\$500.00

Motion by _____ Mr. Mays

Seconded by _____ Mr. Sullivan

Roll Call Vote:

Ms. Winter	_____ AYE
Mr. Sullivan	_____ AYE
Mr. Cross	_____ AYE
Mr. Mays	_____ AYE
Ms. Rocco	_____ AYE

RESOLUTION TO ADJUST FY10 APPROPRIATIONS

RESOLVED that the Westlake Board of Education adjust the following FY10 appropriations:

GENERAL FUND			
Account	From	To	Difference
001-1100-100			
Instructional-Salaries	\$15,933,782.00	\$15,931,293.87	(\$2,488.13)
001-1100-200			
Instructional-Benefits	\$4,902,009.87	\$4,900,339.45	(\$1,670.42)
001-1100-400			
Instructional-Purchased Services	\$82,056.50	\$82,074.88	\$18.38
001-1100-500			
Instructional-Supplies	\$673,095.20	\$676,330.25	\$3,235.05
001-1100-600			
Instructional-Equipment	\$196,860.69	\$208,049.58	\$11,188.89
001-1200-500			
Special Education-Supplies	\$6,869.78	\$7,606.77	\$736.99
001-1900-400			
Other Instruction-Purchased Services	\$1,202,030.92	\$1,199,322.16	(\$2,708.76)
001-2100-400			
Support Services-Purchased Services	\$543,915.00	\$546,628.76	\$2,713.76
001-2100-500			
Support Services-Supplies	\$29,701.23	\$29,951.98	\$250.75
001-2200-400			
Support Services-Purchased Services	\$239,315.32	\$232,904.45	(\$6,410.87)
001-2200-500			
Support Services-Supplies	\$97,624.27	\$98,010.12	\$385.85

EXHIBIT E-1-c
(Continued)

001-2200-600			
Support Services-Equipment	\$28,319.94	\$23,680.96	(\$4,638.98)
001-2200-700			
Support Services-Replacement Equipment	\$23,307.34	\$29,007.34	\$5,700.00
001-2300-400			
Board of Education-Purchased Services	\$7,495.00	\$7,235.55	(\$259.45)
001-2300-500			
Board of Education-Supplies	\$1,000.00	\$1,259.45	\$259.45
001-2400-400			
Admin-Purchased Services	\$354,116.02	\$353,887.08	(\$228.94)
001-2400-500			
Admin-Supplies	(\$24,783.97)	(\$40,143.74)	(\$15,359.77)
001-2400-600			
Admin-Equipment	\$10,890.13	\$11,289.13	\$399.00
001-2400-800			
Admin-Miscellaneous	\$48,379.40	\$55,977.90	\$7,598.50
001-2500-400			
Fiscal-Purchased Services	\$41,823.41	\$40,640.75	(\$1,182.66)
001-2500-500			
Fiscal-Supplies	\$8,347.53	\$8,047.53	(\$300.00)
001-2500-600			
Fiscal-Equipment	\$1,652.47	\$1,952.47	\$300.00
001-2500-800			
Fiscal-Miscellaneous	\$664,482.40	\$656,883.90	(\$7,598.50)
001-2600-400			
Business-Purchased Services	\$111,483.82	\$93,451.70	(\$18,032.12)
001-2600-500			
Business-Supplies	\$2,565.23	\$2,929.03	\$363.80

EXHIBIT E-1-c
(Continued)

001-2700-400			
Maintenance-Purchased Services	\$1,973,157.45	\$1,980,554.28	\$7,396.83
001-2700-500			
Maintenance-Supplies	\$248,449.61	\$258,981.38	\$10,531.77
001-2700-600			
Maintenance-Equipment	\$5,000.00	\$4,014.72	(\$985.28)
001-2700-700			
Maintenance-Replacement Equipment	\$46,861.82	\$47,586.82	\$725.00
001-2800-400			
Transportation-Purchased Services	\$245,065.97	\$240,678.29	(\$4,387.68)
001-2800-600			
Transportation-Equipment	\$1,000.00	\$5,387.68	\$4,387.68
001-2900-100			
Community Info-Salaries	\$37,956.00	\$40,444.13	\$2,488.13
001-2900-200			
Community Info-Benefits	\$14,582.70	\$16,253.12	\$1,670.42
001-2900-400			
Community Info-Purchased Services	\$43,847.08	\$49,568.02	\$5,720.94
001-2900-500			
Community Info-Supplies	\$5,991.18	\$6,171.55	\$180.37
Total	\$27,808,251.31	\$27,808,251.31	\$0.00
BOND RETIREMENT			
Account	From	To	Difference
002-6100-410-9002			
Bond Retirement-Legal Services	\$7,161.25	\$11,236.25	\$4,075.00
002-6100-830-9002			
Bond Retirement-Refunding Issuance	\$398,308.00	\$394,233.00	(\$4,075.00)
Total	\$405,469.25	\$405,469.25	\$0.00

EXHIBIT E-1-c
(Continued)

FOOD SERVICE			
Account	From	To	Difference
006-3100-100-9600			
Food Service-Salaries	\$390,000.00	\$357,987.02	(\$32,012.98)
006-3100-500-9600			
Food Service-Supplies	<u>\$535,000.00</u>	<u>\$567,012.98</u>	<u>\$32,012.98</u>
Total	\$925,000.00	\$925,000.00	\$0.00
CATERING			
Account	From	To	Difference
006-3100-100-9601			
Catering-Wages	\$479.91	\$579.91	\$100.00
006-3100-600-9601			
Catering-Equipment	<u>\$4,778.74</u>	<u>\$9,678.74</u>	<u>\$4,900.00</u>
Total	\$5,258.65	\$10,258.65	\$5,000.00
WHS MEMORIAL FUND			
Account	From	To	Difference
007-4600-400-9820			
Donations	<u>\$500.00</u>	<u>\$1,000.00</u>	<u>\$500.00</u>
Total	\$500.00	\$1,000.00	\$500.00
IN-SERVICE			
Account	From	To	Difference
018-4600-500-9748			
Public School Support-Supplies	\$9,109.38	\$10,422.81	\$1,313.43
018-4600-600-9748			
Public School Support-Equipment	\$1,390.62	\$77.19	(\$1,313.43)
018-4600-500-9751			
Bassett In Service-Supplies	\$11,000.00	\$10,621.95	(\$378.05)
018-4600-600-9751			
Bassett In Service-Equipment	\$0.00	\$378.05	\$378.05
018-4600-500-9755			
Hilliard In Service-Supplies	\$4,820.00	\$4,383.00	(\$437.00)

EXHIBIT E-1-c
(Continued)

018-4600-600-9755			
Hilliard In Service-Equipment	\$0.00	\$437.00	\$437.00
018-4600-500-9756			
Dover Library-Supplies	\$11,025.00	\$13,311.28	\$2,286.28
018-4600-600-9756			
Dover Library-Equipment	\$800.00	\$140.26	(\$659.74)
018-4600-500-9759			
Hilliard Library-Supplies	\$7,500.00	\$9,045.04	\$1,545.04
018-4600-600-9759			
Hilliard Library-Equipment	\$2,200.00	\$654.96	(\$1,545.04)
018-4600-500-9763			
Parkside In Service-Supplies	\$104,500.00	\$100,908.50	(\$3,591.50)
018-4600-600-9763			
Parkside In Service-Equipment	\$800.00	\$4,391.50	\$3,591.50
018-4600-500-9764			
WHS In Service-Supplies	\$13,816.11	\$18,078.87	\$4,262.76
018-4600-600-9764			
WHS In Service-Equipment	\$283.89	\$200.00	(\$83.89)
Total	\$167,245.00	\$173,050.41	\$5,805.41
HOME TEAM MARKETING			
Account	From	To	Difference
019-4500-400-9927			
Home Team Marketing-Purch Services	\$1,800.00	\$4,428.50	\$2,628.50
Total	\$1,800.00	\$4,428.50	\$2,628.50
ATHLETICS			
Account	From	To	Difference
300-4500-100-9500			
Athletics-Salaries	\$13,374.08	\$13,412.08	\$38.00
300-4500-200-9500			
Athletics-Benefits	\$2,024.47	\$2,030.34	\$5.87

EXHIBIT E-1-c
(Continued)

300-4500-400-9500			
Athletics-Purchased Services	\$69,174.92	\$75,885.36	\$6,710.44
300-4500-500-9500			
Athletics-Supplies	\$163,847.40	\$139,240.57	(\$24,606.83)
300-4500-600-9500			
Athletics-Equipment	\$16,428.96	\$17,883.71	\$1,454.75
300-4500-800-9500			
Athletics-Misc.	\$36,576.58	\$64,421.05	\$27,844.47
Total	\$301,426.41	\$312,873.11	\$11,446.70
AARA S.D. STABLIZATION FY 10			
Account	From	To	Difference
532-2700-400-932N			
Purchased Services	\$112,472.25	\$124,297.05	\$11,824.80
Total	\$112,472.25	\$124,297.05	\$236,769.30
TITLE III, LEP FY10			
Account	From	To	Difference
551-1200-100-9510			
Instruction - Salaries	\$14,021.00	\$17,319.00	\$3,298.00
Total	\$14,021.00	\$17,319.00	\$3,298.00
TITLE I FY10			
Account	From	To	Difference
572-1100-500-9110			
Instruction-Supplies	\$25,306.05	\$42,084.05	\$16,778.00
572-2200-500-9110			
Support Services/FC-Supplies	\$33,746.42	\$16,968.42	(\$16,778.00)
572-3200-100-9110			
Non-Public-Salaries	\$4,497.20	\$4,197.20	(\$300.00)
572-3200-200-9110			
Non Public-Benefits	\$751.03	\$700.93	(\$50.10)
572-3200-500-9110			
Non Public-Supplies	\$0.00	\$350.10	\$350.10
Total	\$64,300.70	\$64,300.70	\$0.00

EXHIBIT E-1-c
(Continued)

TITLE II-A FY10			
Account	From	To	Difference
590-2200-100-9010			
Prof Dev - Salaries	\$27,614.07	\$27,114.07	(\$500.00)
590-2200-400-9010			
Prof Dev- Purch Services	<u>\$24,215.51</u>	<u>\$24,715.51</u>	<u>\$500.00</u>
Total	\$51,829.58	\$51,829.58	\$0.00

Motion by _____ Mr. Mays

Seconded by _____ Mr. Sullivan

Roll Call Vote:

Ms. Winter _____ AYE

Mr. Sullivan _____ AYE

Mr. Cross _____ AYE

Mr. Mays _____ AYE

Ms. Rocco _____ AYE

EXHIBIT E-1-d
RES. #10-157

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

WHEREAS, this Board of Education in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2011; and

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

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

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

FUND	Amount to be Derived from Levies	Amount Approved by Budget Commission	County Auditor's Estimate of Tax Rate to be Levied	
	Outside 10 Mill Limitation	Inside 10 Mill Limitation	Inside 10 Mill Limit	Outside 10 Mill Limit
	Column II	Column IV	V	VI
Sinking Fund				
Bond Retirement Fund				5.70
General Fund			5.80	58.60
Library Fund				2.80
TOTAL			5.80	67.10

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

Motion by Mr. Sullivan

Seconded by Mr. Cross

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

The Board of Education of Westlake City School District, Ohio, met in regular session on May 24, 2010, commencing at 5:30 p.m., in the Administration Building, 27200 Hilliard Boulevard, Westlake, Ohio, with the following members present:

Carol Winter

Tim Sullivan

Nate Cross

Tom Mays

Andrea Rocco

The Treasurer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the following meeting.

Mr. Mays moved the adoption of the following Resolution:

RESOLUTION NO. 10-158

A RESOLUTION AUTHORIZING DECLARATIONS OF OFFICIAL INTENT UNDER U.S. TREASURY REGULATIONS WITH RESPECT TO REIMBURSEMENTS FROM NOTE AND/OR BOND PROCEEDS OF TEMPORARY ADVANCES MADE FOR PAYMENTS PRIOR TO ISSUANCE RELATING GENERALLY TO IMPROVEMENTS TO SCHOOL DISTRICT FACILITIES, AND RELATED MATTERS.

WHEREAS, United States Treasury Regulations prescribe conditions under which proceeds of bonds, notes or other obligations used to reimburse advances made for certain expenditures paid before the issuance of such obligations, will be deemed to be expended (or properly allocated to expenditures) for purposes of Sections 54A, 54AA, 54F, 103 and 141-150 of the Internal Revenue Code of 1986, as amended, so that upon such reimbursement the proceeds so used will not further be subject to requirements or restrictions under those Sections of the Internal Revenue Code; and

WHEREAS, certain provisions of those Regulations require that there be a Declaration of Official Intent not later than 60 days following payment of the expenditure expected to be reimbursed from proceeds of such obligations, and that the reimbursement occur within prescribed time periods after the expenditure is paid or after the property is placed in service; and

WHEREAS, this Board wishes to take steps for compliance with those Regulations;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Westlake City School District, County of Cuyahoga, State of Ohio, that:

Section 1. Definitions. The following definitions apply to the terms used herein:

“Bonds” means and includes bonds, notes, certificates of participation and other obligations included in the meaning of “bonds” under Section 150 of the Internal Revenue Code of 1986, as amended.

“Declaration of Official Intent” means a declaration of intent, in the form and manner and time contemplated in the Reimbursement Regulations, that the advances for expenditures referred to therein are reasonably expected to be reimbursed from the proceeds of Reimbursement Bonds to be issued after those expenditures are paid.

“Reimbursement” or “reimburse” means the restoration to the School District of money temporarily advanced from its other funds and spent for capital expenditures (and certain other types of expenditures qualifying under the Reimbursement Regulations, including any issuance costs for Reimbursement Bonds) before the issuance of the Reimbursement Bonds, evidenced in writing by an allocation on the books and records of the Board that shows the use of the proceeds of the Reimbursement Bonds to restore the money advanced for the original expenditure. “Reimbursement” or “reimburse” generally does not include the refunding or retiring of Bonds previously issued and sold to, or borrowings from, unrelated entities.

“Reimbursement Bonds” means Bonds the proceeds of which are to be used for reimbursement of such capital or other qualifying expenditures paid before issuance of the Bonds.

“Reimbursement Regulations” means United States Treasury Regulations Section 1.150-2 and any amendments thereto or superseding regulations, whether in proposed, temporary or final form, as at the time applicable, prescribing conditions under which the proceeds of Reimbursement Bonds when allocated or applied to a reimbursement will be treated as expended for all or any purposes of Sections 54A, 54AA, 54F, 103 and 141 to 150 of the Internal Revenue Code of 1986, as amended.

Section 2. Authorization to Make Declarations of Official Intent. The Treasurer of this Board is authorized to prepare and sign Declarations of Official Intent with respect to capital and other expenditures to which the Reimbursement Regulations apply (and including any costs of issuance of the Reimbursement Bonds), relating to constructing, renovating, remodeling, adding to, furnishing, equipping and otherwise improving school district buildings and facilities and acquiring, clearing and improving their sites, to be made from money temporarily available and which are reasonably expected to be reimbursed (in accordance with applicable authorizations, policies and practices) from the proceeds of Reimbursement Bonds, to make appropriate reimbursement and timely allocations from the proceeds of the Reimbursement Bonds to reimburse such prior expenditures, and to take any other actions as may be appropriate, all at the times and in the manner required under the Reimbursement Regulations to satisfy the requirements for the reimbursement to be treated as an expenditure of such proceeds for purposes of Sections 54A, 54AA, 54F, 103 and 141 to 150 of the Internal Revenue Code of 1986, as amended. No advance from any fund or account or order for payment may be made for expenditures (other than expenditures excepted from such requirement under the Reimbursement Regulations) that are to be reimbursed subsequently from proceeds of Reimbursement Bonds unless a Declaration of Official Intent with respect thereto is made within the time required by the Reimbursement Regulations.

Section 3. Compliance with Open Meeting Requirements. This Board finds and determines that all formal actions of this Board and any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 4. Captions and Headings. The captions and headings in this Resolution are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof. Reference to a Section means a section of this Resolution unless otherwise indicated.

Section 5. Effective Date. This Resolution shall be in full force and effect from and immediately upon its adoption.

Mr. Sullivan seconded the motion.

Upon roll call on the adoption of the Resolution, the vote was as follows:

<u>Carol Winter</u>	<u>Yes</u>
<u>Tim Sullivan</u>	<u>Yes</u>
<u>Nate Cross</u>	<u>Yes</u>
<u>Tom Mays</u>	<u>Yes</u>
<u>Andrea Rocco</u>	<u>Yes</u>

TREASURER'S CERTIFICATION

The above is a true and correct extract from the minutes of the regular meeting of the Board of Education of Westlake City School District, Ohio, held on May 24, 2010, the time, date and place of which (as shown above) having been established by the Board at its organizational session in January 2010, showing the adoption of the Resolution hereinabove set forth.

Dated: May 24, 2010

Treasurer, Board of Education
Westlake City School District, Ohio

Board Discussion:

Cross: Asked Mr. Pepera if the Board will receive a detailed financial breakdown of the \$84m project going forward.

Pepera: Stated to Mr. Cross that similar to the last bond issue, a detailed financial report will be made to the Board on a monthly basis..

EXHIBIT G-1-a
RES. #10-159

RESOLUTION TO ACCEPT GIFTS AND CONTRIBUTIONS
(ORC 3313.36)

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

Parvathi Shalov 32432 Nottingham Drive Avon Lake, OH 44012	Donated \$10.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Ms. Elizabeth Passiatore 394 Wyleswood Drive Berea, OH 44017	Donated \$30.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Mr. Mark Kurtz 1772 Buroak Drive Westlake, OH 44145	Donated \$20.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Ms. Carol Hazen 27337 Pineview Drive Westlake, OH 44145	Donated \$20.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Ms. Deb Schrembeck 6684 Barton Road North Olmsted, OH 44070	Donated \$20.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Ms. Michele Dorow 265 Pamilla Circle Avon Lake, OH 44012	Donated \$50.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Mr. Dave Newman 2231 Holly Lane Avon, OH 44011	Donated \$300.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Icon Resource Group 32124 Augusta Drive Avon Lake, OH 44012	Donated \$1,000.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Mr. Robert Conrad 1405 Stone Court Westlake, OH 44145	Donated \$200.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Mr. Timothy Skonezny 7164 Hollyhock Lane Solon, OH 44139	Donated \$25.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Mr. Daniel John Galdun 14179 Mayfield Road Huntsburg, OH 44046	Donated \$55.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Ms. Amanda Bekeny 29069 Northfield Road Bay Village, OH 44140	Donated \$25.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.

EXHIBIT G-1-a
(Continued)

Fresh Mark P.O. Box 571 Massilon, OH 44648	Donated \$1,000.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Mr. Robert Michelich 1435 Canterbury Road Westlake, OH 44145	Donated \$70.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Mr. Jeff Galvin 2417 Glen Valley Drive Westlake, OH 44145	Donated \$165.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Mr. William Bush 51 Oxford Court Worthington, OH 43085	Donated \$600.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Ms. Robin Moodley 2675 Glenmore Drive Westlake, OH 44145	Donated \$300.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Ms. Anne Dill 21487 Lake Road Rocky River, OH 44116	Donated \$180.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Shao Ming He 2391 Georgia Drive Westlake, OH 44145	Donated \$1,000.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Ms. Julie Donahue 4532 W. 228th Street Fairview Park, OH 44126	Donated \$250.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Craftsman Custom Flooring Inc. P.O. Box 26353 Cleveland, OH 44126	Donated \$500.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Governor Bob Taft 2933 Lower Bellbrook Road Spring Valley, OH 45370	Donated \$50.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Mayor Dennis Clough 4523 Bradley Road Westlake, OH 44145	Donated \$100.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Ms. Julie Sterle 12814 Buff Stone Court Fishers, IN 46037	Donated \$350.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Aspire-Brands 18519 Detroit Avenue Lakewood, OH 44107	Donated \$500.00 to the Environmental Club at Lee Burneson Middle School to complete the Kenya 2010 trip and the Maasai Music Project.
Mr. & Mrs. Michael Marcellino 30400 Hilliard Court Westlake, OH 44145	Donated \$20.00 to the Solar Car Project at Parkside Intermediate School to build solar cars.

EXHIBIT G-1-a
(Continued)

Mr. & Mrs. Jim Feldner 27667 Whitehill Circle Westlake, OH 44145	Donated tools to the Solar Car Project at Parkside Intermediate School to build solar cars.
Mr. & Mrs. Dave Carbon 28470 Southbridge Circle Westlake, OH 44145	Donated tools and materials to the Solar Car Project at Parkside Intermediate School to build solar cars.
Mr. & Mrs. Dave Newman 2231 Holly Lane Avon, OH 44011	Donated \$900.00 to Westside Connections at Westlake High School to provide social and educational opportunities for adults with special needs in the Westlake area.
Mr. & Mrs. David Dorogi 1939 Sperry's Forge Trail Westlake, OH 44145	Donated \$25.00 to Westside Connections at Westlake High School to provide social and educational opportunities for adults with special needs in the Westlake area.
Mr. & Mrs. Mike Brown 2967 Waterfall Way Westlake, OH 44145	Donated \$400.00 to the 7th grade kites activity at Lee Burneson Middle School to purchase future materials for kites which culminates unit on transformations.
Mr. Gary Chizmar 28118 Lincoln Road Bay Village, OH 44140	Donated \$750.00 to the ABLE Program at Westlake High School to purchase math components for adult students.
Mr. & Mrs. Carl Tegel 28088 Stonegate Circle Westlake, OH 44145	Donated \$659.00 to the Choir Program at Westlake High School to send a student to the Boston/New York choir trip.
Ms. Evelyn Walzer 25667 Carnation Run Westlake, OH 44145	Donated a Mathias Thoma MT4 3/4 carved string bass, Glasser 503F bass bow and padded bass case to Music Department at Lee Burneson Middle School to increase the number of students participating on string bass in the 7th and 8th grade orchestra and enhance the entire string program.
Westlake Music Boosters Ms. Eileen Moran, President 27200 Hilliard Blvd. Westlake, OH 44145	Donated \$5,000.00 to district music programs representing the Music Boosters' annual system music donation to the school district.

Motion by Mr. Mays

Seconded by Mr. Sullivan

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

RESOLUTION TO APPROVE EMPLOYMENT, SUBSTITUTES, CERTIFIED
RECLASSIFICATION, AND SUPPLEMENTAL CONTRACT CHANGES FOR STAFF MEMBERS
(In-District and Out-of-District)

RESOLVED that the Westlake Board of Education approves the employment, substitutes, and supplemental contract changes for staff members:

Classified Employment

<u>Name</u>	<u>Building/Position</u>	<u>Effective Date</u>	<u>Step</u>	<u>Hrs</u>	<u>Days</u>	<u>Months</u>
Jan Schmitt	Holly Lane Spec. Ed. Aide	05/11/2010	3	6	5	9
Kimberly Kollecker	Receptionist	05/24/2010	3	7.5	5	12

2010-2011 Certified Employment

<u>Name</u>	<u>Building/Position</u>	<u>Effective Date</u>	<u>Step</u>	<u>Hrs/Day</u>	<u>Rate</u>
Jake Percival	Dover Phys. Ed. Teacher	08/01/2010	0	7.75	BA
Kristi Pavlik	Parkside Long-Term Sub-SST	08/01/2010	1	7.75	BA
Melissa Crist	WHS Science Teacher	08/01/2010	2	7.75	BA

Certified Reclassifications

<u>Name</u>	<u>Step</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Celina Bigio	10	MA+20	MA+30	05/01/2010
Julie Davidson	11	MA	MA+10	05/01/2010
William Wilson	1	MA+10	MA+20	05/01/2010
Amal Mustafa	2	BA+20	BA+30	05/01/2010

Appoint Certified Substitute 2009-2010

Bernice Girgash

Reappoint Certified Substitutes - 2010-2011

Kirk Manley

Bernice Girgash

2009-2010 Supplemental Contract Changes

<u>Name</u>	<u>Building/Position</u>	<u>Adjustment</u>
Jennifer Butler	Choral Director	From Step 1 to Step 5
Jennifer Butler	Show Choir Director	From Step 0 to Step 5
Jennifer Butler	Spring Musical Director	From Step 0 to Step 4
Jennifer Butler	Men's Chorus/Octet	From Step 0 to Step 1

Motion by Ms. Rocco
Seconded by Mr. Cross

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT G-1-b-2
RES. #10-161

RESOLUTION TO APPROVE THE EMPLOYMENT OF 2010 CAMP LINK PERSONNEL

RESOLVED that the Westlake Board of Education approves the employment of the following Camp Link personnel effective 06/10/10:

<u>Name</u>	<u>Position</u>	<u>Step</u>
Roberta Ahern	Site Coordinator	10
Stacie Connors	Site Coordinator	6
Nancy Puccini English	Site Coordinator	7
Erin Fenderbosch	Site Coordinator	7
Christi-Ann McCulloch	Site Coordinator	7
Cora Miner	Site Coordinator	10
Susan Gatt	Camp Link Leader	3
Nancy Kendall	Camp Link Leader	5
Christie Leake	Camp Link Leader	3
Judith Mack	Camp Link Leader	5
Lisa Morrow	Camp Link Leader	3
Kelly Pyros	Camp Link Leader	5
Laura Roeder	Camp Link Leader	5
Matthew Sprosty	Camp Link Leader	3

Motion by Ms. Rocco

Seconded by Mr. Cross

Roll Call Vote:

Ms. Winter AYE

Mr. Sullivan AYE

Mr. Cross AYE

Mr. Mays AYE

Ms. Rocco AYE

RESOLUTION TO APPROVE EMPLOYMENT OF 2010 WHS SUMMER SCHOOL STAFF

RESOLVED that the Westlake Board of Education approves the employment of the following WHS Summer School 2010 teaching staff at the negotiated summer school rate, dependent upon sufficient enrollment, to be paid from Summer School Funds:

<u>Teacher</u>	<u>Content</u>	<u>Days</u>	<u>Teacher</u>	<u>Content</u>	<u>Days</u>
Jake Percival	Phys. Ed.	28	Nick Quarando	Phys. Ed.	28
Michelle Slak	Phys. Ed.	28	Kristen Stuckart	Phys. Ed.	14
Jill Fulecki	Phys. Ed.	28			
			Jim Patrizi	Keyboarding	28
Marsha Faber	Health	19			
Tom DeLuca	Health	9	David Ruschau	Math	28
			Tim Armstrong	Math	28
Sara Neville	English	14	Ashley Zergott	Math	28
Carli Savage	English	14			
Mike D'Egidio	English	28	Jon Cuomo	Science	28
Elizabeth Moffett	English	28	Tana McGuire	Science	28
Kim Cerrito	English	14	Linda Hammond	Science	28
Paul Hammond	Social Studies	14	Beth Noren	Substitute	
			Sean Chalkwater	Substitute	

Motion by Ms. Rocco

Seconded by Mr. Cross

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT G-1-b-4
RES. #10-163

RESOLUTION TO APPROVE 2010-2011 SUPPLEMENTAL CONTRACTS
(In-District and Out-of-District)

RESOLVED that the Westlake Board of Education approves the following 2010-2011 supplemental contracts (in-district and out-of-district):

<u>Name</u>	<u>Supplemental</u>	<u>In District</u>	<u>Step</u>
Mike Allan	LBMS Strings Director	Y	7
Mike Allan	LBMS Honors Orchestra Director	Y	7
Carrie Beatty	LBMS Drama Club	Y	8
Mike Bee	LBMS 8th Gr. Head Football Coach	Y	12
Brad Behrendt	LBMS 8th Gr. Football Asst. Coach	Y	19
Brad Behrendt	LBMS Wrestling Asst. Coach	Y	3
Bill Bongers	LBMS 7th Gr. Head Football Coach	Y	6
Bill Bowles	LBMS 7th Gr. Football Asst. Coach	Y	2
Bill Bowles	LBMS Wrestling Head Coach	Y	26
Sally Falatach	LBMS 8th Gr. Girls Basketball Head Coach Conf.	Y	20
Sally Falatach	LBMS 8th Gr. Volleyball Head Coach	Y	24
Daniel Grigson	LBMS Environmental Club Advisor	Y	2
Brianne Kenneally	LBMS 7th Gr. Girls Basketball Head Coach Conf.	Y	5
Mark Lenczewski	LBMS Student Council Advisor	Y	3
Judy McMasters	LBMS Math Competition Advisor	Y	6
Judy McMasters	LBMS Academic Challenge Advisor	Y	6
Patrick McMorrow	LBMS Ski Club Advisor (50%)	Y	4
Chris Milano	LBMS Softball Head Coach	Y	5
Shannon Morrison	LBMS 7th Gr. Volleyball Head Coach	N	6
Sandy Packis	LBMS Ski Club Advisor (50%)	Y	4
Jennifer Parker	LBMS Cross Country Girls Head Coach	N	2
Jennifer Parker	LBMS Track Girls Asst. Head Coach	N	2
Lynn Pettyjohn	LBMS Yearbook Advisor	Y	10
Lynnise Piskura	LBMS Football Cheerleading Advisor	Y	6
William Primrose	LBMS Wrestling Asst. Coach	Y	0
William Primrose	LBMS 7th Gr. Football Asst. Coach	Y	2
Gary Richards	LBMS Chorus Director	Y	24
Gary Richards	LBMS Brigade Director	Y	14
Scott Rovniak	LBMS Band Director	Y	21
Scott Rovniak	LBMS Jazz Band Director	Y	17
Cara Santora	LBMS Cross Country Boys Head Coach	Y	5
Sandy Sopko	LBMS Newspaper Advisor	Y	1
Dennis Sullivan	LBMS Faculty Manager	Y	5
Dennis Sullivan	LBMS Track Boys Head Coach	Y	12
Cheryl Tegel	LBMS Builders Club Advisor	Y	2
Jay Valadez	LBMS 8 th Grade Girls Basketball Head Coach NC	N	3
Brendan Zepp	LBMS 8th Gr. Football Asst. Coach	Y	1
Kelly Hoover	LBMS Basketball Cheerleading Advisor	Y	1
Cynthia Bailey	WHS Boys Cross Country Coach	Y	6
Travis Haselswerdt	WHS Girls Cross Country Coach	Y	8
Mike Besu	WHS Head Boys Soccer Coach	Y	22
Doug Kuns	WHS Asst. Boys Soccer Coach	Y	10
Roger Konrad	WHS Asst. Boys Soccer Coach	N	4

EXHIBIT G-1-b-4
(Page 2)

<u>Name</u>	<u>Supplemental</u>	<u>In District</u>	<u>Step</u>
Scott Jones	WHS Head Girls Soccer Coach	Y	16
Kristin Stuckart	WHS Asst. Girls Soccer Coach	N	2
Shaun Koski	WHS Asst. Girls Soccer Coach	Y	9
Ralph Dunbar	WHS Head Girls Tennis Coach	N	24
Jim Egan	WHS Asst. Girls Tennis Coach	Y	2
Marc Pogachar	WHS Head Volleyball Coach	N	1
Mark Campo	WHS Head Football Coach	Y	6
Chris Milano	WHS Asst. Football Coach	Y	5
Tom Shiban	WHS Asst. Football Coach	Y	12
Ken Kocar	WHS Asst. Football Coach	Y	22
Tom DeLuca	WHS Asst. Football Coach	Y	5
Jim Bingham	WHS Head Freshman. Football Coach	Y	15
Jerry Everhard	WHS Asst. Freshman. Football Coach	Y	27
Mark Campo	WHS Weight Room Coordinator-Fall	Y	1
Mark Campo	WHS Weight Room Coordinator-Winter	Y	1
Mark Campo	WHS Weight Room Coordinator-Spring	Y	1
Bob Patton	WHS Head Boys Basketball Coach	Y	14
Shaun Koski	WHS Asst. Boys Basketball Coach	Y	9
Chris Milano	WHS Asst. Boys Basketball Coach	Y	7
Chip Weiss	WHS Head Girls Basketball Coach	N	13
Art Daniels	WHS Asst. Girls Basketball Coach	Y	21
Mike Antonyzyn	WHS Head Wrestling Coach	N	35
Terry Kennedy	WHS JV Wrestling Coach	Y	20
Tom DeLuca	WHS Freshman Wrestling Coach	Y	6
Chris Dalman	WHS Diving Coach	N	7
Jeff Short	WHS Head Baseball Coach	Y	22
Brendan Zepp	WHS Asst. Baseball Coach	Y	9
Tom Shiban	WHS Head Softball Coach	Y	13
Jim Egan	WHS Asst. Softball Coach	Y	12
Jeffrey Mannies	WHS Head Boys Tennis Coach	N	7
Gregory Stringer	WHS Asst. Boys Tennis Coach	N	1
Jacob Schober	WHS Head Boys Track Coach	Y	3
Adam Purdy	WHS Asst. Boys Track Coach	Y	2
Dan Berkheimer	WHS Asst. Boys Track Coach	Y	25
Tim English	WHS Asst. Boys Track Coach	Y	22
Duane Miller	WHS Head Girls Track Coach	Y	30
Travis Haselswerdt	WHS Asst. Girls Track Coach	Y	9
Paul Hammond	WHS Asst. Girls Track Coach	Y	17
Bill Bongers	WHS Head Lacrosse Coach	Y	14
Jennifer Britton	WHS Drama Club Advisor	Y	6
Jennifer Butler	WHS Chorus Director	Y	6
Jennifer Butler	WHS Show Choir Advisor	Y	6
Jennifer Butler	WHS Men's Chorale/Octet Advisor	Y	2
Kim Cerrito	WHS Literary Magazine Advisor	Y	3
Robert Clancy	WHS Key Club Advisor (50%)	N	9
Ann Marie Thomas	WHS Key Club Advisor (50%)	Y	3
Mindy Clark	WHS Student Activities Advisor	Y	3
Nancy English	WHS Pep Club Advisor	Y	2
Christine Filmer	WHS National Art Honor Society Advisor	Y	1
Paul Hammond	WHS Yearbook Advisor (50%)	Y	6
Elizabeth Noren	WHS Yearbook Advisor (50%)	Y	0

EXHIBIT G-1-b-4
(Page 3)

<u>Name</u>	<u>Supplemental</u>	<u>In District</u>	<u>Step</u>
Lisa Patton	WHS Latin Club Advisor	Y	11
Ursula Hays	WHS German Club Advisor	Y	9
Florica Podway	WHS Spanish Club Advisor	Y	9
Nicolette Miller	WHS French Club Advisor (50%)	Y	9
Elizabeth Zingales	WHS French Club Advisor (50%)	Y	1
Patrick McMorrow	WHS Ski Club Co-Advisor (50%)	Y	4
Sandy Packis	WHS Ski Club Co-Advisor (50%)	Y	4
Les Szekely	WHBS Advisor	Y	0
Scott Kutz	WHS Tech Mates Advisor	Y	11
Janet Lorincz	WHS Math Club Advisor	Y	1
Kathy McGinty	WHS Teen Institute Advisor	Y	13
Kathy McGinty	WHS Student Leadership Advisor	Y	12
Laura Miller	WHS Newspaper Advisor	Y	4
Sarah Reichert	WHS Academic Challenge Advisor	Y	5
Sara Neville	WHS Academic Challenge Assistant	Y	4
Sara Neville	WHS Honor Society Advisor	Y	2
Adam Purdy	WHS Computer Club Advisor	Y	1
Sarah Reichert	WHS AFS Advisor	Y	3
Ray Walczuk	WHS Chamber Orchestra Advisor	Y	19
Ray Walczuk	WHS Band Director	Y	21
Ray Walczuk	WHS Pep Band	Y	16
Ray Walczuk	WHS Debonair Advisor	Y	18
Ray Walczuk	WHS Demonette Advisor	Y	11
Ray Walczuk	WHS Majorette Advisor	Y	1
Amy Butcher	Building Technology Support-Holly Lane	Y	1
John Gast	Building Technology Support-Parkside	Y	1
Kathy Hale	Parkside Band (50%)	Y	11
Scott Rovniak	Parkside Band (50%)	Y	21
Mike Allan	Parkside Orchestra/Strings	Y	7
Mike Allan	Parkside Greensleeves/Advanced Strings	Y	7
Patrick McMorrow	Parkside Ski Club Advisor (50%)	Y	4
Sandy Packis	Parkside Ski Club Advisor (50%)	Y	4
Dawn Dawson	Parkside Student Council Advisor (50%)	Y	7
Carrie Beatty	Parkside Student Council Advisor (50%)	Y	0
Dawn Dawson	Parkside Yearbook Advisor (50%)	Y	11
Kristen Pado	Parkside Yearbook Advisor (50%)	Y	11
Colleen Steidel	Parkside Academic Contest Advisor	Y	3
G. David Newman	WHS Football Asst. Coach (50%)	N	3

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

Motion by Ms. Rocco
Seconded by Mr. Cross

May 24, 2010
10-360

Motion to Amend Exhibit G-1-b-4 to modify Doug Kuns' recommendation as Assistant Boys Soccer Coach to "Yes" instead of "No" for In District.

Motion by Mr. Mays

Seconded by Mr. Cross

Roll Call Vote:

Ms. Winter AYE

Mr. Sullivan AYE

Mr. Cross AYE

Mr. Mays AYE

Ms. Rocco AYE

EXHIBIT G-1-b-5
RES. #10-164

RESOLUTION TO APPROVE EXTENDED TIME FOR STAFF MEMBERS

RESOLVED that the Westlake Board of Education approves the following extended time for librarians, school nurses, school psychologists, career/technical education staff and guidance counselors for the school year 2010-2011.

Librarians

Kim Geletka	2 days	Lynn Pettyjohn	2 days	Jacy Nichols	7 days
Trish Kosik	2 days	Rebecca Gorek	2 days		
Sunny Thompson	2 days				
Sharon Vlasek	2 days				

Guidance Counselors

Mark Lenczewski	11 days	Roberta English	7 days	Mark Campo	15 days
Sheri Foster	11 days	Joan Jerome	7 days	Terry Kennedy	15 days
		Sandee Erdman	7 days	Debora Petro	15 days
		William Bowles	7 days	Elizabeth Ruper	15 days

Career/Technical Education

Tabatha Devine	10 days
----------------	---------

School Psychologists

Tom Ward	15 days
Janice Hughes	15 days
Valerie O'Connor	15 days

School Nurses

Dorothy Beyer	2 days
Dolores Kuclo	2 days

Data Entry

Cecilia Smalley	5 days
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Motion by _____ Ms. Rocco

Seconded by _____ Mr. Cross

Roll Call Vote:

Ms. Winter	_____ AYE
Mr. Sullivan	_____ AYE
Mr. Cross	_____ AYE
Mr. Mays	_____ AYE
Ms. Rocco	_____ AYE

RESOLUTION TO APPROVE STIPENDS FOR LEE BURNESON
MIDDLE SCHOOL EDUCATIONAL FIELD TRIP

RESOLVED that the Westlake Board of Education approves stipends for the following Lee Burneson Middle School staff members for supervision at the 2010 8th Grade Washington DC Field Trip at \$100.00 per day, to be paid from LBMS 018-9761 Fund (Inservice):

Chaperones

Brooke Martin

Motion by Ms. Rocco

Seconded by Mr. Cross

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT G-1-b-7
RES. #10-166

RESOLUTION TO APPROVE EMPLOYMENT OF CERTIFIED
EXTENDED SCHOOL YEAR TUTORS FOR 2010

RESOLVED that the Westlake Board of Education approves the employment of the following staff as Extended School Year Tutors at the negotiated rate of pay:

Melissa Duns to perform extended school year services to IDEIA identified students not to exceed 45 hours effective June 14, 2010 at the negotiated rate of pay.

Erin Blahnik to perform extended school year services to IDEIA identified students not to exceed 40 hours effective June 14, 2010 at the negotiated rate of pay.

Rachael Lowery to perform extended school year services to IDEIA identified students not to exceed 12 hours effective June 14, 2010 at the negotiated rate of pay.

Kate Applegate to perform extended school year services to IDEIA identified students not to exceed 10 hours effective June 14, 2010 at the negotiated rate of pay.

Motion by Ms. Rocco

Seconded by Mr. Cross

Roll Call Vote:

Ms. Winter AYE

Mr. Sullivan AYE

Mr. Cross AYE

Mr. Mays AYE

Ms. Rocco AYE

EXHIBIT G-1-b-8
RES. #10-167

RESOLUTION TO APPROVE CLASSIFIED STAFF SEASONAL EMPLOYMENT

RESOLVED that the Westlake Board of Education approves 2010 seasonal employment for classified staff members, effective June 14, 2010 as follows:

<u>Name</u>	<u>School</u>	<u>Rate</u>	<u>Hours</u>	<u>Name</u>	<u>School</u>	<u>Rate</u>	<u>Hours</u>
Don Jessie	LBMS	Step 1	8 hrs, 5 days	Chris Stanovic	Dover	Step 0	8 hrs, 5 days
Joan George	LBMS	Step 0	8 hrs, 5 days	Connie Beallor	Dover	Step 0	8 hrs, 5 days
Debbie Rooney	LBMS	Step 3	5 hrs, 4 days	Ryan Falin	Dover	Step 1	8 hrs, 5 days
Mike McPhee	LBMS	Step 23	8 hrs, 5 days	Stephanie Karohl	Dover	Step 1	8 hrs, 5 days
Robby York	LBMS	Step 1	8 hrs, 5 days	Michelle Yehlik	Hilliard	Step 3	4 hrs, 5 days
Gail Heiman	LBMS	Step 3	8 hrs, 5 days	Steve Maler	Hilliard	Step 3	8 hrs, 5 days
Larry Schenkelberg	LBMS	Step 3	8 hrs, 5 days	Brandon Schade	Hilliard	Step 1	8 hrs, 5 days
Cathy Allen	Holly Lane	Step 3	8 hrs, 5 days	Tom Regal	Hilliard	Step 0	8 hrs, 5 days
Greg Kendall	Holly Lane	Step 3	8 hrs, 5 days				
Billy Barnes	Holly Lane	Step 1	8 hrs, 5 days				
Angie Robinson	Parkside	Step 3	5 hrs, 5 days	Chris Nurse	WHS	Step 2	8 hrs, 5 days
Joe Ciaccia	Parkside	Step 0	8 hrs, 5 days	Denis Mone	WHS	Step 2	8 hrs, 5 days
Tina Bacik	Parkside	Step 1	8 hrs, 5 days	John Deblasi	WHS	Step 2	8 hrs, 5 days
Linda Martin	Parkside	Step 1	8 hrs, 5 days	Alex Tegel	WHS	Step 1	8 hrs, 5 days
Daniel Wadden	Parkside	Step 0	8 hrs, 5 days	Deborah Bittinger	WHS	Step 0	8 hrs, 5 days
Carol Karohl	Bassett	Step 3	8 hrs, 5 days	Matthew Schmitz	WHS	Step 1	8 hrs, 5 days
Robyn Nock	Bassett	Step 3	8 hrs, 5 days	Jim Campbell	WHS	Step 0	8 hrs, 5 days
Adam Warner	Bassett	Step 2	8 hrs, 5 days	John Heiman	WHS	Step 2	8 hrs, 5 days
Rachel Dooling	Bassett	Step 0	8 hrs, 5 days				

Motion by Ms. Rocco

Seconded by Mr. Cross

Roll Call Vote:

Ms. Winter AYE

Mr. Sullivan AYE

Mr. Cross AYE

Mr. Mays AYE

Ms. Rocco AYE

EXHIBIT G-1-b-9
RES. #10-168

RESOLUTION TO APPROVE 2010 SUMMER EMPLOYMENT OF
SCHOOL BUS DRIVERS AND BUS AIDES

RESOLVED that the Westlake Board of Education approves the summer 2010 employment of the following bus drivers and aides:

Lestina Austin	Adria Hughes	Shelly Perkins
Angela Baker	JoAnne Hurst	Pam Phillips
Barbara Biel	Tami James	Cindy Pietrzak
James Carlin	Reda Johnson	Cathy Rasmussen
Robert Carlin	Jim Joyce	Patricia Riegling
William Carlin	Sue Kantner	Angela Robinson
Anna Cavender	Kathy Kelly	Debbie Rooney
Suzie Chambers	Lorrie Knapp	Patty Sherwood
Linda Clemons	Sandee Kodysh	Bonnie Sliva
Donna Corrigan	Celia Kubincanek	Margaret Smith
Jennifer Dossa	Jerry Lewis	Lora Stemmer
Dee Faragher	Sandi Lewis	Jennifer Weaver
Carol Flannick	Emma Loving	Denise Wering
Kym Fox	Steve Maler	Elizabeth West
Joe Gatens	Ann Manning	Sherry West
Rosie Geib	Roger Meadows	Laurie Whiting
Mike Hannah	Ed Moran	Eileen Winter
Denise Higgins	Robyn Nock	Donna Wright
Diane Hill	Karen Ormsby	Michele Yehlik
Jackie Hollis	Jodi Ovelgonne	Terri Orszak (Aide)
Sandy Houser	Gary Pelfrey	Leona Pennington (Aide)
		Douglas Ulmenstine (Sub)

Motion by Ms. Rocco

Seconded by Mr. Cross

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

RESOLUTION TO APPROVE EMPLOYMENT
OF ADMINISTRATIVE STAFF MEMBER

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

Employment

Anthony Cipollone
Athletic Director

Two-Year Contract
08/01/10 – 07/31/12

Step 2.5, 226 Days
Administrative Salary Schedule

Motion by Ms. Rocco

Seconded by Mr. Sullivan

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT G-1-b-11
RES. #10-170

RESOLUTION TO APPROVE EMPLOYMENT FOR
TITLE I/ARRA TITLE I SUMMER SCHOOL TUTOR

RESOLVED that the Westlake Board of Education approves employment of the following staff member, to be paid from the Title I / ARRA Title I Grant Funds, at the negotiated rate, not to exceed 221 hours:

Title I Summer School Tutor

St. Paul Lutheran School - Summer 2010

<u>Name</u>	<u>Position</u>	<u>Effective Dates</u>	<u>Days/Wk</u>	<u>Hrs/Day</u>	<u>Rate</u>
Lisa Luzier	Title I Teacher	06/14/10-08/19/10	4	5.5	Negotiated

Motion by Ms. Rocco

Seconded by Mr. Cross

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

RESOLUTION TO APPROVE SUMMER SCHOOL INTERVENTION
PROGRAMS AND STIPENDS

RESOLVED that the Westlake Board of Education approves summer school intervention programs and stipends for Westlake City Schools' certified staff members, to be approved by the Director of Academic Services and paid at the negotiated rate from the Title I Grant Funds:

Kindergarten Readiness Program

June 21-July 16, 2010, 8:30 a.m.-10:30 a.m. - (no class July 3)

Lead Teacher/Assessment Coordinator –
Kindergarten Readiness

Janice Hughes
Not to exceed 90 hours

Teacher – Kindergarten Readiness
Not to exceed 60 hours each

Kate Applegate
Stacy Ryan

Reading and Math Detectives

July 19-August 13, 2010

Reading Detectives 9:00 a.m.-10:30 a.m.

Math Detectives 10:45 a.m.-12:15 p.m.

Motion by _____ Ms. Rocco

Seconded by _____ Mr. Cross

Roll Call Vote:

Ms. Winter _____ AYE

Mr. Sullivan _____ AYE

Mr. Cross _____ AYE

Mr. Mays _____ AYE

Ms. Rocco _____ AYE

EXHIBIT G-1-b-13
RES. #10-172

RESOLUTION TO APPROVE LIMITED AND CONTINUING CONTRACTS
FOR CERTIFIED STAFF MEMBERS

RESOLVED that the Westlake Board of Education approves the following Limited and Continuing Contracts for certified staff member for the 2010-2011 school year.

Limited Contract

Staci Peltz

Continuing Contract

Laura Miller

Motion by Ms. Rocco

Seconded by Mr. Cross

Roll Call Vote:

Ms. Winter AYE

Mr. Sullivan AYE

Mr. Cross AYE

Mr. Mays AYE

Ms. Rocco AYE

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:

2009-2010 School Year

Back on Call (Addendum to Contract) - Speech & Language Services

Speech & Language Services - Helen Smith, Independent Contractor

Motion by Ms. Rocco

Seconded by Mr. Sullivan

Roll Call Vote:

Ms. Winter AYE

Mr. Sullivan AYE

Mr. Cross AYE

Mr. Mays AYE

Ms. Rocco AYE

EXHIBIT G-1-d
RES. #10-174

RESOLUTION TO APPROVE FIELD TRIPS

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

Parkside Intermediate School
6th Grade Mohican Education in the Out of Doors
Loudonville, Ohio
Group 1: Tuesday-Friday, Sept. 28-Oct. 1, 2010
Group 2: Tuesday-Friday, Nov. 9-Nov. 12, 2010
Approximate Cost Per Pupil: \$250

Motion by Ms. Rocco

Seconded by Mr. Sullivan

Roll Call Vote:

Ms. Winter AYE

Mr. Sullivan AYE

Mr. Cross AYE

Mr. Mays AYE

Ms. Rocco AYE

RESOLUTION TO AUTHORIZE MEMBERSHIP IN
OHIO HIGH SCHOOL ATHLETIC ASSOCIATION

RESOLVED that the Westlake Board of Education authorizes continued membership in the Ohio High School Athletic Association for the 2010-2011 school year for the following Westlake schools:

Westlake High School
27830 Hilliard Boulevard
Westlake, Ohio 44145

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

Motion by	<u>Ms. Rocco</u>
Seconded by	<u>Mr. Sullivan</u>
Roll Call Vote:	
Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT G-1-f
RES. #10-176

RESOLUTION TO ACCEPT AND APPROVE WESTLAKE
HIGH SCHOOL GRADUATING CLASS OF 2010

WHEREAS, the High School Principal has certified that the members of the 2010 graduating class (see attached) have or will have completed all requirements set forth for high school graduation by the State of Ohio including passing all State proficiency examinations on or before the date set for graduation; and

WHEREAS, the High School principal has certified that the members of the graduating class have or will have completed all requirements set forth for high school graduation by the Board of Education on or before the date set for graduation,

NOW, THEREFORE, BE IT RESOLVED that the students who continue to meet all requirements for graduation as set forth by the State of Ohio and Board of Education shall be so graduated;

BE IT FURTHER RESOLVED that under the provisions of ORC 3313.61, the Board President, Treasurer, Superintendent and High School Principal shall sign the diplomas;

AND, BE IT FURTHER RESOLVED to pay for the diplomas out of the General Fund.

Motion by _____ Ms. Rocco

Seconded by _____ Mr. Sullivan

Roll Call Vote:

Ms. Winter _____ AYE

Mr. Sullivan _____ AYE

Mr. Cross _____ AYE

Mr. Mays _____ AYE

Ms. Rocco _____ AYE

Westlake High School 2010 Graduating Class (Pending Completion of Graduating Requirements)

Abraham, Dunya
Ahmed, Anam Ismail
Albakri, Lythe Qussay
Albakri, Omar Qussay
Ali, Muneeb Juma
Allooh, Sara Nordeene
Anderson, Samantha Jordan
Artman, Chelsea
Assad, Samah Fareed
Auger, Katherine Rachel
Baaklini, Christina Marie
Baddour, Elisa Marie
Balogh, Victoria
Barr, Michael Anthony
Basista, Alexis Laraine
Basista, Lindsey Marion
Bates, Scott Michael
Bateson, Douglas Brian
Batty, Eleanor Rose
Beas, Kalie Rochelle
Beaton, Mark Alan
Bechtel, Natalie Sue
Becker, Matthew James
Behar, Marc Alexander
Belzile, Marie-Andrée Lucie
Berardi, Maria
Beverly, Allison Rosemarie
Beyer, Erich Reinhard Granberry
Bhandari, Anooj
Bigley, Colin Robert
Bishop, Emily Yandala
Boas, William Alfred
Bogard, Allison Charlotte
Boland, Megan Therese
Bolla, Pranav Reddy
Bork, Lindsey Rae
Bosch, Nicole Leigh
Brackins, Danielle Aniesa
Brady Jr., Thomas Shane
Bramley, Justin Reece
Brodnik, Ashley Marie
Brown, Christine Leigh
Brusk, Robyn Nicole
Bushnaq, Hannah Lea Gassan
Calanni, Sarah Ann
Campbell, James Arlett
Candrea, Daniel Nicholas
Carmichael, Coletta Lynn
Cioffi, Olivia Morgan
Clark, Jeffory Allan
Clements, Mark Aaron
Clough, Robert Matthew
Coffey, Alexis Nicole
Colson, Tyson Darnale
Columbro, Julia Ruth
Cooper, Christopher Matthew
Corbin, Allyse Kelsey
Cowan, Alicia Marie
Cox, Anna Victoria
Cox, Meghan Louise
Csorba, Paul Steven
Cummings, Christopher David
Cunningham, Lindsey Elise
D'Amico, Christina Marie
Daghstani, Jenna Heather
Daniels, Brittany Marie

Darkoch, Taylor McLean
Davidson, Robert Ross
Davis, Megan
DeMarsh, Samantha Jaymes
Dempsey, Conner James
Desler, Brian Joseph
Dever, John Connor
Di Lillo, Chad Michael
DiDonato, Anthony Joseph
Doleh, Mohammad Yousef
Doleh, Mohammed Walid
Donovan, Caitlin Elizabeth
Drellishak, Steven Robert
Dunlap, Megan Elizabeth
Dunphy, Colin Mark
Duran, Rachael Marie
Ebert, Brendan
Eberts, Victoria Ann
Efpraxias, Spyro Georgio
Elinsky, Jessica Marie
Ericsson, Michael David
Fallon, Julia Nicole
Fehribach, Mark Andrew
Felgenhauer, Michael James
Fisher, Mary Elizabeth
Forrest, Ryan Lee
Frank, Kaitlin
Freeman, Sarah Nicole
Fulton, Julia Embree
Gabbard, Danielle Lyn
Ganim, Imaan Mo
Gaul, Ian Joseph
Giachetti, Lauren Nicole
Giavroutas, Panagiotia G.
Ginter, Craig Michael
Glasscock, Jenna Ann
Goodson, Michael Jeffrey
Goodwin, Brenna Quinn
Gore, Shjamil Dwayne
Gottfried, Brian Matthew
Graber, Luke Tyler
Grau, Elizabeth Anne
Gray, Allison April
Guirguis, James Mina
Gustafson, Autumn Christine
Hackman, John Douglas
Halczuk, Natalie Ann
Hamdi, Gehad Abdel
Hamed, Miryam Talal
Hardy, Lisa Michelle
Harmon, Steve Louis
Harriger, Danielle Marie
Harris, Ariana Marie
Hauser, Bristol Nicole
Hazners, Jacob Paul
Heinbach, Kelly Rachel
Heinz, Brittany Lynn
Helzel, Barrett Paul
Herbawi, Amanni
Herbawi, Rathey Salim
Honohan, Colleen Marie
Hoss, Lindsay Christine
Humphrey, Kate Elizabeth
Hyland, Kayleigh Anne
Ielapi, Garrett Daniel
Isaac, Kimberly Marie

Ishiyama, Ayari
Iwuagwu Crystalbel Ezinne
Jaber, Adam Mahmoud
Jakupca, Christopher Bruce
Jamieson, Matthew Cahill
Jaworski, Robert Edward
Jennings, Erica Lynn
Kaddah, Dib Ali
Kandah, Issa Samir
Kaufman, Jillian Elizabeth
Kaulins, Oskars Viktors
Kelly, Conor Patrick
Kessler, Bradley James
Kettel, Jacqueline Nicole
Kilbane, Samantha Joyce
Kim, Jeanie Sunjin
Kittle, Stephanie Nicole
Klimchuk, Victor
Knurek, Robert Michael
Koehler, Joanne Christine
Kopasakis, Sophia Irene
Koski, Michelle Dawn
Kovacic, Holly Marie
Krebs, Martins Albins
Kreider, Matthew Jeffrey
Kuhlman, Sarah Marie
Kuhn, Sarah Danielle
Kumar, Arthi
Kumler, Derek Joseph
Kvasnicka, Laura Ausma
Lackowski, Robert Perry
Lahham, Chloe Taylor
Lahoud, Kevin Jihad
Lamorgese, Michael Onofrio
Laraway, Julie Ann
Larson, Eric Shane
Lavelle, Catherine Mary
Lawrence, Nicholas James
Lawson, Luke Edward
Lebeau Jr., David André
Leonard, Elizabeth Claire
Liggett, Chelsea Ann
Louis, Alexandra Ann
Lowe, Joseph Thomas
Mackenzie, Michael Robert
Maglio, Christian James
Makulinski, Merideth Mae
Mance, Cassandra Lynn
Manella, John Anthony
Mansour, Khalied Abdelsalem
Marinucci, Lucia Altieri
Marion, Rebecca Leigh
Martin, Gregory Allen
Matousek, Kelly Elizabeth
Mayer, Daniel Gabor
Mays, Michael Christopher
McConnell, Kaitlin Noelle
McFarland, Tyler Norman
McIntire, Joseph James
McNeill, Brian James
Medoro, Andrew Michael
Meek, Mason Paul
Michael, Jennifer Danielle
Michel, Brendan Charles
Michulich, Matthew Louis
Michels, Sarah Kristen

Miller, Kevin Alan
Miller, Mallory Danielle
Miller, Mariah Ann
Miller, Matthew Edward
Minter, Evan Patrick Bishop
Misencik, Erin Marie
Mitterholzer, Katie Allison
Moracz, Michael Patrick
Moran, Collin Martin
Murphy, Gwen McNamara
Murthy, Joseph Christopher
Murthy, Kevin Matthew
Musser, Laura Ann
Mustafa, Aman Mukhlis
Mustafa, Fatima Wael
Mustafa, Rashida Akram
Nader, Christopher Elias
Ngo, Kristi
Nolan, Peter Egan
Norton, Annika Patricia
Nunnari, Nick Anthony
Nurse, Christopher Michael
Nyerghes, John Wesley
O'Connor, Angela Marie
Odetallah, Rami Kamal
Pappas, Kayla Renee
Perczuk, Julianna
Perkins, Aaron Christopher
Perry, Ethan Edward
Pesta, Lauren Rose
Peteya, Nathan Hales
Phillipp, Chelsea Marie
Phillips, Maura Gallagher
Pierce, Kevin Patrick
Piper, Samantha Bailey
Pizzuli, William Francis
Pophal, Grace Catherine
Poulos, James John
Powell III, Frederick William
Pozderac, Trevor Lewis
Preteroti, Jessica Paige
Priest, Scott Henry
Pyle, Cassandra Noel

Rabah, Mohammed Moorad
Radish, Julianne Terese
Regal, Thomas Joseph
Reiser, William Allan
Reitmeier, Jenna Kay
Rhodes, Alexander Stanton
Ridha, Noor Yasir
Rizzardi, Michael Andrew
Robertson, Emily Ann
Robles, Aereana Yolanda
Rodriguez, Jasmine Arlene
Rodriguez, John Anthony
Roheny, Nader Seyed
Ruggiero, Victoria Lynn
Runevitch, Bradley Vincent
Russell, Jeffrey Joseph
Ryba, Matthew Steven
Rzewnicki, Gregg Alan
Salvatore, Maxwell Mayer
Sanner, Brian Charles
Santiago, Providencia Ruiz Laboy
Scanlon, Thomas James
Schade, Brandon Eugene
Schade, Jacqueline Nicole
Schaefer, Kyle Waltz
Scherma, Haleigh Joelle
Schmitz, Matthew Robert
Schneider, Andrew Rudolf
Schulze, Allison Julia
Seekely, Nicholas John
Seletzky, Emily Faith
Sevcik, Mikaela Ariel
Shemisa, Farah Othman
Sibata, Erick Braathen
Sibert, Tabitha Rochelle
Simon, Justin Richard
Skelly III, John Christopher
Smigel, Kaylie Morgan
Smik, Allison Marie
Smith, Ericka Brandin
Smith, Laury Susanne
Spreng, Bradley Charles
Sprosty, Kira Nicole

Stanevich, Jennifer Lyn
Stanovic, Christopher James
Steigman, Rayna
Stellato, Anthony James
Sternquist, Sarah Marie
Stickler, Danielle Renee
Straub, Ethan Aaron
Stroh, Margaret Rita
Suever, Andrea Jenna
Sweeney, Sean Covell
Tabbaa, Lena Ilham
Tadayon, Amirhossein
Taylor, James Maurice
Tecco, Nicholas Adam
Testa, Robert Louis
Tetzlaff, Abbie Bryn-Dierker
Thach, Phelim Chan
Thaler, Jeffrey Scott
Thiede, Kevin Brett
Thomas, Erin Elizabeth
Thompson, Michael Theodore
Thurstone, Samuel Boulton
Torboli, Haley Quinn
Townsel, Leslie Jane
Tsangeos, Kara Lynne
Turk, David Nicholai
Udris, Kathryn Meredith
Ungar, Lauren Elizabeth
Velez, Sarah Elizabeth
Wallenhorst, Jillian Marie
Wang, Julie Sheu
Weishar Jr., John Frederick
Welo, Samantha Nicole
Widdi, Nadia Ali
Wiedt, Paul James
Wilton, David Patrick
Winkler, Charles Joseph
Wittenberg, Clare Elizabeth
Wright, Patrick Evan
Yakymchuk, Bogdan Valeriyovich
Yeoman, Austin James
York III, Robert William

Honorary Diploma

Aygerim Fazylova, Foreign Exchange Student

Motion by	<u>Ms. Rocco</u>
Seconded by	<u>Mr. Sullivan</u>
Roll Call Vote:	
Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

RESOLUTION TO AMEND ADMINISTRATIVE HANDBOOK

RESOLVED that the Westlake Board of Education approves the following change to the Administrative Handbook:

Amend Athletic Director Salary to equal High School Assistant Principal Salary

Effective Date: August 1, 2010

Motion by Ms. Rocco

Seconded by Mr. Sullivan

Roll Call Vote:

Ms. Winter AYE

Mr. Sullivan AYE

Mr. Cross AYE

Mr. Mays AYE

Ms. Rocco AYE

EXHIBIT G-1-h
RES. #10-178

RESOLUTION TO APPROVE TRANSPORTATION FOR 2010 SUMMER FIELD TRIPS

RESOLVED that the Westlake Board of Education approves transportation for 2010 summer field trips as follows:

*Westlake Recreation Center Day Camp to Cleveland Metro Park Zoo *Costs Reimbursed by Westlake Recreation Department	06/18/10
*WHS Girls' Soccer Team to Family First Sports Complex, Erie, PA *Costs Reimbursed by Participants	07/19/10 & 07/22/10
*St. John Westshore Art Festival – Parking Shuttle Buses *Costs Reimbursed by St. John Westshore Hospital	07/09/10
*Fit by Five to Safety Town *Costs Reimbursed by Fit by Five	08/04/10
*Bassett Elementary to Lake Erie Nature & Science Center for Summer Intervention Program *Costs Paid from Title I Funds	07/19/10 through 08/13/10
Bassett Camp Link Field Trips	06/11/10-08/11/10
LBMS Camp Link Field Trips	06/11/10-08/12/10
Westlake Police Department Safety Town Bus Ride	6/17, 6/21, 7/01, 7/05, 7/15, 7/19, 7/27, 7/29

Motion by Ms. Rocco

Seconded by Mr. Sullivan

Roll Call Vote:

Ms. Winter AYE

Mr. Sullivan AYE

Mr. Cross AYE

Mr. Mays AYE

Ms. Rocco AYE

RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY
OF A GROUND SITE LEASE AGREEMENT BETWEEN THE WESTLAKE CITY
SCHOOL DISTRICT BOARD OF EDUCATION AND CLEAR WIRELESS, LLC

WHEREAS, Clear Wireless, LLC ("Clear Wire") has offered to lease from the Board of Education certain ground space and pole space at the Westlake High School stadium to install and operate radio communications facilities; and

WHEREAS, this Board of Education has entered into negotiations with Clear Wire and has reached agreement with Clear Wire for the lease of such space.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Westlake City School District, County of Cuyahoga, State of Ohio, that:

Section 1. Execution and Delivery of Lease Authorized. The President and Treasurer of the Board of Education are hereby authorized to sign, acknowledge and deliver, in the name of and on behalf of the Board of Education of the School District, that certain ground site lease agreement ("Lease") between the Board of Education and Clear Wire plus any related documents in substantially the form now on file with the Board of Education. That Lease plus any related documents is approved with such changes that are not materially inconsistent with this Resolution and not substantially adverse to the School District and that are permitted by law and shall be approved by said official or officials. The approval of such changes, and that such changes are not materially inconsistent with this Resolution and not substantially adverse to the School District, shall be conclusively evidenced by the signing of the Agreement by said official or officials.

Section 2. Authorization. The President and Treasurer of this Board, and the Superintendent, each and all, are authorized and directed to sign any other certificates, documents or materials and to take such actions as are necessary or appropriate to consummate the transactions contemplated by this Resolution.

Section 3. Satisfaction of Conditions. This Board determines that all acts and conditions necessary to be performed by the Board or the School District or to have been met precedent to and in the signing and delivery of the Lease in order to make it a legal, valid and binding obligation of the School District have been performed and have been met, or will at the time of delivery of the Lease have been performed and have been met, in regular and due form as required by law.

Section 4. Prior Acts Ratified and Confirmed. This Board hereby affirms, approves and ratifies all actions previously taken by officials or agents of this Board in furtherance of the matters set forth in this Resolution.

EXHIBIT G-1-i
(Continued)

Section 5. Compliance with Open Meeting Requirements. This Board finds and determines that all formal actions of this Board and any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 6. Captions and Headings. The captions and headings in this Resolution are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof.

Section 7. Effective Date. This Resolution shall be in full force and effect from and immediately upon its adoption.

Motion by Ms. Rocco

Seconded by Mr. Sullivan

Roll Call Vote:

Ms. Winter AYE

Mr. Sullivan AYE

Mr. Cross AYE

Mr. Mays AYE

Ms. Rocco AYE

RESOLUTION TO AMEND PRESCHOOL PEER TUITION

RESOLVED that the Westlake Board of Education amends the Preschool Peer Tuition as follows:

Increase Annual Peer Tuition Rate from \$700 to \$775

Effective Date: August 1, 2010

Motion by Ms. Rocco

Seconded by Mr. Sullivan

Roll Call Vote:

Ms. Winter AYE

Mr. Sullivan AYE

Mr. Cross AYE

Mr. Mays AYE

Ms. Rocco AYE

EXHIBIT G-1-k
RES. #10-181

RESOLUTION TO APPROVE COURSES OF STUDY

RESOLVED that the Westlake Board of Education approves the following high school courses of study as noted below:

New Courses of Study

<u>Science</u>	Human Anatomy And Physiology
<u>Art / History</u>	Advanced Placement Art History

Revised Courses of Study

<u>Math</u>	AP Statistics - Syllabus
<u>Family & Consumer Science</u>	Focus on Fashion II 10 th -12 th Grade
<u>Business Applications</u>	Business Principles and Management Entrepreneurship

Motion by Ms. Rocco
Seconded by Mr. Sullivan
Roll Call Vote:
Ms. Winter AYE
Mr. Sullivan AYE
Mr. Cross AYE
Mr. Mays AYE
Ms. Rocco AYE

RESOLUTION TO APPROVE THE AMENDED
SPORTS HEALTH / ATHLETIC TRAINER SERVICES AGREEMENT

RESOLVED that, on the recommendation of the Superintendent of Schools, the Board of Education hereby approves the Athletic Trainer Services Agreement with the Cleveland Clinic Foundation effective June 1, 2010, which is attached hereto and also authorizes the Superintendent and Treasurer to execute said Agreement on behalf of the Board of Education.

Motion by	<u>Ms. Rocco</u>
Seconded by	<u>Mr. Sullivan</u>
Roll Call Vote:	
Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT G-2-a-1
RES. #10-183

RESOLUTION TO APPROVE 2010-2011 WESTLAKE CITY SCHOOLS
EARLY CHILDHOOD PROGRAM HANDBOOK

RESOLVED that the Westlake Board of Education approves the 2010-2011 Westlake City Schools Early Childhood Program Handbook.

Motion by Ms. Sullivan

Seconded by Ms. Rocco

Roll Call Vote:

Ms. Winter AYE

Mr. Sullivan AYE

Mr. Cross AYE

Mr. Mays AYE

Ms. Rocco AYE

RESOLUTION TO APPROVE 2010-2011 WESTLAKE ELEMENTARY SCHOOL
PARENT/STUDENT HANDBOOK

RESOLVED that the Westlake Board of Education approves the 2010-2011 Westlake Elementary School Parent/Student Handbook.

Motion by Ms. Sullivan

Seconded by Ms. Rocco

Roll Call Vote:

Ms. Winter AYE

Mr. Sullivan AYE

Mr. Cross AYE

Mr. Mays AYE

Ms. Rocco AYE

EXHIBIT G-2-c-1
RES. #10-185

RESOLUTION TO APPROVE 2010-2011 PARKSIDE INTERMEDIATE SCHOOL
PARENT/STUDENT HANDBOOK

RESOLVED that the Westlake Board of Education approves the 2010-2011 Parkside Intermediate School Parent/Student Handbook.

Motion by	<u>Ms. Sullivan</u>
Seconded by	<u>Ms. Rocco</u>
Roll Call Vote:	
Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

May 24, 2010
10-386

EXHIBIT G-2-d-1
RES. #10-186

RESOLUTION TO APPROVE 2010-2011 LEE BURNESON MIDDLE SCHOOL
PARENT/STUDENT HANDBOOK

RESOLVED that the Westlake Board of Education approves the 2010-2011 Lee Burneson Middle School Parent/Student Handbook.

Motion by	<u>Ms. Sullivan</u>
Seconded by	<u>Ms. Rocco</u>
Roll Call Vote:	
Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

EXHIBIT G-2-e-1
RES. #10-187

RESOLUTION TO APPROVE 2010-2011 WESTLAKE HIGH SCHOOL
PARENT/STUDENT HANDBOOK

RESOLVED that the Westlake Board of Education approves the 2010-2011 Westlake High School Parent/Student Handbook.

Motion by	<u>Ms. Sullivan</u>
Seconded by	<u>Ms. Rocco</u>
Roll Call Vote:	
Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

RESOLUTION TO APPROVE 2010-2011 PROJECT LINK
PARENT/STUDENT HANDBOOK

RESOLVED that the Westlake Board of Education approves the 2010-2011 Project Link Parent/Student Handbook.

Motion by Ms. Sullivan

Seconded by Ms. Rocco

Roll Call Vote:

Ms. Winter AYE

Mr. Sullivan AYE

Mr. Cross AYE

Mr. Mays AYE

Ms. Rocco AYE

EXHIBIT G-2-g
RES. #10-189

RESOLUTION TO ADOPT BOARD OF EDUCATION POLICIES

RESOLVED that the Westlake Board of Education adopts the following Board of Education Policies:

- Policy BCFA/BCFB-Business Advisory Council To The Board/Family And Civic Engagement Committee
- Policy BF-Board Policy Development & Adoption
- Policy BFCA-Board Review of Regulations (Also CHB)
- Policy BFD-Policy Dissemination
- Policy BFG-Policy Review & Evaluation
- Policy CHB-Board Review of Regulations (Also BFCA)
- Policy DLC-R-Expense Reimbursements
- Policy EBAA-Reporting of Hazards
- Policy EBC-Emergency/Safety Plans
- Policy EBCD-Emergency Closings
- Policy EF/EFB-Food Services Management/Free and Reduced-Price Food Services
- Policy GBR-Family & Medical Leave
- Policy GBR-R-Family & Medical Leave
- Policy GCPD-Suspension & Termination of Professional Staff Members
- Policy GDC/GDCA/GDD-Support Staff Recruiting/Posting of Vacancies/Hiring
- Policy GDPD-Suspension, Demotion & Termination of Support Staff Members
- Policy IGAE-Health Education
- Policy IGBA-Programs for Students with Disabilities
- Policy IGBM-Credit Flexibility
- Policy IGBM-R-Credit Flexibility
- Policy IGCI-Community Service
- Policy IGD-Cocurricular & Extracurricular Activities
- Policy IGDJC-Creation of New Interscholastic Athletic Teams – Club Sports
- Policy IKF-Graduation Requirements
- Policy IND/INDA-School Ceremonies & Observances/Patriotic Exercises
- Policy JED-Student Absences & Excuses
- Policy JFC-Student Conduct (Zero Tolerance)
- Policy JFCF-Hazing & Bullying (Harassment, Intimidation & Dating)
- Policy JFCF-R-Hazing & Bullying (Harassment, Intimidation & Dating)
- Policy JGA-Corporal Punishment
- Policy JHG-Reporting Child Abuse
- Policy JN-Student Fees, Fines & Charges

Motion by Ms. Sullivan

Seconded by Ms. Rocco

Roll Call Vote:

Ms. Winter	<u>AYE</u>
Mr. Sullivan	<u>AYE</u>
Mr. Cross	<u>AYE</u>
Mr. Mays	<u>AYE</u>
Ms. Rocco	<u>AYE</u>

File: BCFA/BCFB
BUSINESS ADVISORY COUNCIL TO THE BOARD/
FAMILY AND CIVIC ENGAGEMENT COMMITTEE

NEW POLICY

The Board shall appoint a Business Advisory Council/Family and Civic Engagement Committee whose membership and organization shall be determined by the Board in accordance with State law. Membership of the committee must include parents, community representatives, health and human service representatives, business representatives and any other representatives identified by the Board.

This committee advises and provides recommendations to the Board on matters specified by the Board, including, but not necessarily limited to, the delineation of employment skills, the development of curriculum to instill these skills, changes in the economy and in the job market and the types of employment in which future jobs are most likely to be available. This committee also makes suggestions for developing a working relationship among businesses, labor organizations and educational personnel in the District.

The committee must work with local county family and children first councils to recommend qualifications and responsibilities that should be included in the job description for school family and civic engagement coordinators. The committees also must develop five-year family and civic engagement plans and provide annual progress reports on the development and implementation of the plans. The plan and progress reports must be submitted to the county family and children first council.

Finally, meetings of the committee fall under the auspices of the Open Meetings Act (Sunshine Law).

Adoption Date:

Legal Ref.: ORC 121.22(B); 3313.174; 3313.821

Cross Refs.: BCE, Board Committees
BCF, Advisory Committees to the Board
BCFA, Business Advisory Council to the Board
IGBL, Parental Involvement

File: BF
BOARD POLICY DEVELOPMENT AND ADOPTION

Policy Development System

~~The Board, representing the people of the District, is the governing body that determines all questions of general policy to be employed in the conduct of the public schools.~~

Proposals regarding District policy **Board policies and operations** may originate in at any of several sources, **including students, community residents, employees, Board members, consultants, or civic groups.** ~~÷ a parent, a taxpayer, an employee or an employee organization, a student or student organization, a member of the Board, the superintendent, a consultant, a civic group, etc .~~ **A careful and orderly process is used when examining policy proposals prior to Board action.**

The formulation and adoption of written policies constitute the basic method by which the Board exercises its leadership in the operation of the District. The study and evaluation of reports concerning the execution of its written policies constitute the basic method by which the Board exercises its control over District operations.

The formal adoption of policies is recorded in the minutes of the Board. Only those written statements so adopted and recorded are regarded as official Board policy.

~~In all cases, proposed new or amended policies shall explicitly state their potential contribution, either direct or intermediary, in furthering the stated goals of the schools as adopted by the Board.~~

The superintendent is authorized and directed to establish and maintain an administrative process that will ensure that recommended policies are beneficial to the school system. Action on all such policy proposals shall be taken finally by the Board in accord with its bylaws.

Preliminary Development Of Policies

~~Proposals regarding District policies and operations may originate at any of several sources, including parents, students, community residents, employees, Board members, the superintendent, consultants or civic groups. A careful and orderly process will be used in examining such proposals prior to action upon them by the Board.~~

~~Final action on such proposals, whatever their source, will be by the Board~~ **on proposals shall be in accordance with this policy in accord with its policy on policy adoption.** The Board ~~will take~~ **takes** action on most matters on the basis of recommendations presented by the Superintendent. **However, temporary approval may be granted by the Board in lieu of formal adoption to address emergency conditions or special events which may occur before formal action can be taken.** ~~The superintendent will base his/her recommendations on the results of study and upon the judgment of the professional staff and study committees.~~

Policy Adoption

Policies introduced and recommended to the Board should not be adopted until a subsequent meeting in order to permit further study and provide opportunity for interested parties to react. However, temporary approval may be granted by the Board in lieu of formal adoption to address emergency conditions or special events that may occur before formal action can be taken.

Unless otherwise specified, a new policy or policy amendment is effective as of the date of adoption by the Board and supersedes all previous policies in that area. Unless otherwise specified, the repeal of a policy is effective as of the date the Board takes such action.

~~If the Board by majority vote declares a policy proposed to be urgent necessity, a vote for adoption may be made on the first reading.~~

Adoption Date: May 23, 2002

Revision Date:

Legal Ref.: ORC 3313.20(A)

**Cross Refs.: AD, Development of Philosophy of Education
BDDG, Minutes
BFCA, Board Review of Regulations (also CHB)
BFD, Policy Dissemination
BFE, Administration in Policy Absences (also CHD)
BFF, Suspension of Policies
BFG, Policy Review and Evaluation
CH, Policy Implementation**

File: BFCA (Also CHB)
BOARD REVIEW OF REGULATIONS

State law requires the Board to make rules and regulations for the government of the District, its employees, students and all other persons entering the District's grounds and premises.

Before issuance, Board regulations are properly titled and coded as appropriate to subject and in conformance with the codification system selected by the Board. Those **regulations** officially approved by the Board are so marked. All others **regulations** appearing in the manual are considered approved, provided that they are in accordance with the accompanying Board policy.

The Board ~~reviews~~ **may review** regulations developed by the administration to implement policy. The Board revises or nullifies ~~such~~ **these administrative** regulations only when they are inconsistent with policies adopted by the Board or when they are not in the best interest of the District.

Adoption Date: May 23, 2002

Revision Date:

Legal Refs.: ORC ~~3313.17; 3313.20; 3313.33; 3313.47~~ **3313.20(A)**

Cross Refs.: **BF, Board Policy Development and Adoption**
CH, Policy Implementation
CHC, Regulations Dissemination

File: BFD
POLICY DISSEMINATION

The Superintendent is directed to establish and maintain an orderly plan for preserving and making accessible the policies adopted by the Board and the regulations needed to put them into effect. Accessibility **to policies** ~~is to~~ extends to all members of the school community. A policy concerning a particular group ~~or groups~~ in the District is distributed to ~~those groups~~ **the group** prior to the ~~policy's~~ effective date **of the policy**.

Distributed policy manuals remain the property of the Board and are considered as “on loan” to anyone, or any organization in whose possession they might be at any time. Manuals are subject to recall at any time deemed necessary for purposes of updating.

The Board’s policy manual is considered a public record and is open for inspection in a location designated by the Board.

Adoption Date: May 23, 2002

Revision Date:

Legal Refs.: **ORC 3313.20(A)**
OAC 3301-35-02(C)(2)

Cross Refs.: **BF, Board Policy Development and Adoption**

File: BFG
POLICY REVIEW AND EVALUATION

The Board reviews its policies on a continuing basis in an effort to keep its written policies consistent with community values and compliant with Federal and State law. Well-written, consistent and compliant policies may be used as a basis for Board action and administrative decisions.

~~In an effort to keep its written policies current so that they may be used consistently as a basis for Board action and administrative decision, the Board reviews its policies on a continuing basis.~~

The Board evaluates how the policies have been executed by the ~~school~~ staff and weighs the results. It relies on the ~~school~~ staff, students and the community for providing evidence of the effect of the policies that it has adopted.

The Superintendent has the continuing responsibility of calling to the Board's attention all policies that are outdated or ~~for other reasons appear to~~ need revision. To accomplish this, the Superintendent may request input from any Board or advisory committee.

Adoption Date: May 23, 2002

Revision Date:

Cross Refs.: AD, Development of Philosophy/Mission Statement of Education
BF, Board Policy Development and Adoption

File: CHB (Also BFCA)
BOARD REVIEW OF REGULATIONS

State law requires the Board to make rules and regulations for the government of the District, its employees, students and all other persons entering the District's grounds and premises.

Before issuance, Board regulations are properly titled and coded as appropriate to subject and in conformance with the codification system selected by the Board. Those **regulations** officially approved by the Board are so marked. All others **regulations** appearing in the manual are considered approved, provided that they are in accordance with the accompanying Board policy.

The Board ~~reviews~~ **may review** regulations developed by the administration to implement policy. The Board revises or nullifies ~~such~~ **these administrative** regulations only when they are inconsistent with policies adopted by the Board or when they are not in the best interest of the District.

Adoption Date: May 23, 2002

Revision Date:

Legal Refs.: ORC ~~3313.17; 3313.20; 3313.33; 3313.47~~ **3313.20(A)**

Cross Refs.: **BF, Board Policy Development and Adoption**
CH, Policy Implementation
CHC, Regulations Dissemination

File: DLC-R
EXPENSE REIMBURSEMENTS

The following regulations relate to travel and other types of reimbursable expenses:

1. Travel Requests: These must be submitted through the appropriate administrators to the superintendent in advance and consistent with applicable negotiated agreements.
2. Transportation: All modes of transportation will be authorized consistent with the requirements of the assignment and the efficient and economic conduct of official business. Travel will be by the most direct route.
 - A. Public Conveyance: Round-trip tickets should be purchased if these offer a price advantage.
 - B. Automobile: Reimbursement will be made at the approved rate. Parking charges in reasonable amounts, as well as toll road, toll bridge and ferry charges are reimbursable.
 - C. Local Transportation: Local transportation such as taxicabs, airport limousines and buses may be used when justified. Justification must be given on the travel voucher.
 - D. Car Rentals: Rental cars may be used only in cases of emergencies or when no other means of public transportation is practical. Emergencies may include: cancelled airline flights or change in destination due to inclement weather or other circumstances; disabled personal automobile; disruption of other means of transportation.
3. Subsistence
 - A. Lodging: Any person on official District business who must provide lodging for himself/herself in connection with that business will be entitled to reimbursement for the cost.
 - B. Meals: Meals consumed by any person on official business will be reimbursed up to reasonable limits.
 - C. Luncheon or Dinner Meetings: Reimbursement may be claimed for costs incurred while on official business conducted at luncheon or dinner meetings.
4. Other Reimbursable Expense
 - A. Telephone, Telegraph and Postage: Telephone toll calls from or to the District must be charged to the District office, thereby eliminating a claim on an expense voucher. Calls other than from or to the District and telegrams should be charged whenever possible to the District. If an expense for telephone, telegraph, postage or certified or registered mail must be paid in cash, the claim may be made on an expense voucher as a miscellaneous expense. An explanation must be given, such as the origin and destination of the call. A receipt should be obtained.
 - B. Conference Registration Fees: Conference and convention registration fees are reimbursable as a miscellaneous expense on the travel expense voucher.
5. Expense Voucher and Receipts

Reimbursement for expense is obtained by submitting an expense voucher within 10 days after the month in which the expense was incurred. Vouchers submitted later are subject to delays in payments. The signed original receipt is required unless the Treasurer has waived such a requirement due to extenuating circumstances.

 - A. Attachments to Expense Voucher: Receipts are required for all expenditures for travel by public conveyance; local transportation; car rentals; parking, toll bridge and ferry charges; lodging; meals; conference and convention registration fees.
 - B. Payment of Travel Voucher: Checks for vouchers will be mailed to the address shown on the voucher.
6. Rewards and Frequent Flyer Accounts

Accrual of personal frequent-flyer miles, hotel “bonus points”, credit card or retail “rewards”, or any other reward under similar affinity programs is strictly prohibited.

Adoption Date: May 23, 2002

Revision Date: February 11, 2008

Revision Date:

File: EBAA
REPORTING OF HAZARDS

The Board is concerned with the safety of students and staff members and, therefore, ~~attempts to~~ **comply** ~~complies~~ with all federal and state ~~statutes~~ **laws** and regulations to protect them from **known** hazards that ~~may result from industrial accidents or from the presence of asbestos materials and products or conditions identified by the State Board of Health as injurious~~ **pose an immediate risk** to health and safety.

Toxic Hazards

Toxic hazards exist in chemicals and other substances used in the school setting such as in laboratories, science classrooms, kitchens and in the cleaning of rooms and equipment.

The superintendent appoints an employee to serve as the District's Toxic Hazard Preparedness (THP) officer. The THP officer ~~will~~:

1. ~~identify~~ **identifies** potential sources of toxic hazard in cooperation with material suppliers who shall supply the THP officer with material safety data sheets (MSDS);
2. ensures that all incoming materials, including portable containers, are properly labeled with the identity of the chemical, the hazard warning and the name and address of the manufacturer or responsible party;
3. maintains a current file of MSDS for every hazardous material present on District property;
4. designs and implements a written communication program which:
 - A. lists hazardous materials present on District property;
 - B. details the methods used to inform staff and students of the hazards; and
 - C. describes the methods used to inform contractors and their employees of any hazardous substances to which they may be exposed and of any corrective measures to be employed;
5. conducts a training program for all District employees to include such topics as detection of hazards, explanation of the health hazards to which they could be exposed in their work environment and the District's plan for communication, labeling, etc.; and
6. establishes and maintains accurate records for each employee at risk for occupational exposure, including name, Social Security number, hepatitis B vaccine status, results of exams, medical testing and follow-up procedures for exposure incidents and other information provided by and to health care professionals.

In fulfilling these responsibilities, the THP officer may enlist the aid of county and municipal authorities and others knowledgeable about potential toxic hazards.

Asbestos Hazards

In its efforts to comply with the Asbestos Hazard Emergency Response Act, the Public Employment Risk Reduction Act and the Asbestos Abatement Contractors Licensing Act, the Board recognizes its responsibility to:

1. inspect all District buildings for the existence of asbestos or asbestos-containing materials;
2. take appropriate action based on the inspections;
3. establish a program for dealing with friable asbestos, if found;
4. maintain a program of periodic surveillance and inspection of facilities or equipment containing asbestos; and
5. comply with EPA regulations governing the transportation and disposal of asbestos and asbestos-containing materials.

The superintendent appoints a person to develop and implement the District's Asbestos-Management Program that will ensure proper compliance with federal and state laws and the appropriate instruction of staff and students.

The superintendent also ensures that, when conducting asbestos abatement projects, each contractor employed by the District is licensed pursuant to the Asbestos Abatement Contractors Licensing Act.

Occupational Exposure Training

All employees with occupational exposure are required to participate in a training program at the time of their initial assignment to tasks where occupational exposure may occur.

Follow-up training for employees is provided one year after their initial training. Additional training is provided when changes such as modifications of tasks and procedures or institution of new tasks or procedures affect employees' occupational exposure.

A record of attendance at occupational exposure training is completed and maintained by the THP officer following each training session. Such records are maintained for three years from the date of the training.

Records Availability

All records required to be maintained are made available upon request for examination and copying by the employee and employee representatives and under the provisions of PERRA. Medical records, however, are not made available to employee representatives or other persons without written consent of the employee.

Other Conditions Injurious to the Safety or Health of Building Occupants

In addition to the reporting of toxic hazards, the Board directs the Superintendent/designee to comply with all Board of Health inspections, ~~as required by OAC 3701-54~~, to ensure that conditions injurious to the safety or health of persons on District property are minimized.

During a Board of Health inspection, each building principal/designee provides:

1. access to the building and grounds ~~at any time~~ during regular school hours;
2. a record of inspections of the school grounds and buildings for dangerous and recalled products ~~that have been identified by the State Board of Health~~;
3. any records or other information the Board of Health considers necessary to evaluate the health and safety of the school and
4. a representative who accompanies the sanitarian during the course of the inspection, with advance notice from the board of health and upon request of the sanitarian.

~~If a report is submitted to the board of health following a school inspection, the Superintendent/designee develops and submits a written plan for abatement of conditions identified by the inspection report. The plan of abatement is submitted within 60 days of receipt of the inspection report.~~

~~The Superintendent/designee provides written notification to the board of health when abatement, as outlined in the plan, has been completed.~~

~~Each building is surveyed annually, by a representative appointed by the Superintendent/designee, for dangerous products and conditions that have identified in notices from the board of health. All dangerous products or conditions found on school grounds or within school buildings are abated or controlled, immediately or within 30 days of receipt of the notice from the board of health. Any action taken is documented on the board of health transmittal form. Completed transmittal forms are retained in a central location for verification by board of health inspectors.~~

Liability Disclaimer

Nothing in this policy should be construed in any way as an assumption of liability by the Board for any death, injury or illness that is the consequence of an accident or equipment failure or negligent or deliberate act beyond the control of the Board or its officers and employees.

Adoption Date: May 23, 2002

Revision Date: September 22, 2008

Revision Date:

Legal Refs.: 29 CFR 1910.1030
Asbestos School Hazard Abatement Act, 20 USC 4011 et seq.
Asbestos Hazard Emergency Response Act, 15 USC 2641 et seq.
Comprehensive Environmental Response, Compensation and Liability Act,
42 USC 9601 et seq.
ORC 117.102; 3313.473; 3313.643; 3313.71; 3313.711; **3313.719** 3314.15;
~~3701.93 through 3701.936~~; 3707.26; 4113.23; 4123.01 et seq.
Public Employment Risk Reduction Act, ORC 4167.01 et seq.

Cross Refs.: EB, Safety Program
EBBC, Bloodborne Pathogens
EBC, Emergency/Safety Plans

ECG, Integrated Pest Management
GBE, Staff Health and Safety

File: EBC
EMERGENCY/SAFETY PLANS
(THIS POLICY **REPLACES** EBD, CRISIS MANAGEMENT)

The Board acknowledges that the safety and well-being of students and staff are high priorities. Although emergencies cannot be predicted, effective prevention and management strategies are used to minimize the effects of emergency situations arising in the District.

An emergency is defined as an event which threatens the actual safety and security of students, employees or visitors of the District or whose impact threatens the feeling of safety and security, both of which are detrimental to a positive learning environment. Emergencies include, **but are not limited to**, fire, natural disasters, medical emergencies, industrial accidents, suicide, death of a student or employee, acts of violence, trauma and terrorism.

Comprehensive School Safety Plans and Drills

The Board directs the Superintendent/designee to prepare emergency/safety plans for use by staff and students ~~in each school building in case of fire, civil emergencies and natural disasters~~. The plans are posted in each classroom and other areas accessible to students.

The comprehensive safety plan sets a protocol for addressing and responding to serious threats to the safety of the school property, students, staff, ~~and~~ volunteers **and visitors**. Each protocol includes procedures deemed appropriate by the Board or governing authority for responding to threats and emergency events including, but not limited to, notification of appropriate law enforcement personnel, calling upon specified emergency response personnel for assistance and informing parents of affected students.

The administration reviews the plan annually, considering the most current information dealing with the subjects, as well as making relevant information about the plan known to the community. When the comprehensive safety plan is used, assessment of the way the emergency was handled is completed by the Board and the administration. Suggestions for improvement, if necessary, are solicited from all stakeholders.

State law determines the type and number of drills the District must conduct in order to adequately prepare staff and students for emergency ~~and disaster~~ situations. Drills provide both students and staff with practice in responding to emergency conditions should such conditions occur.

A copy of each school building's current comprehensive safety plan and blueprint is filed with the law enforcement agency that has jurisdiction over the school building and, upon request, the fire department that serves the political subdivision in which the school building is located. A copy of each school building's current comprehensive safety plan and floor plan is filed with the Ohio Attorney General. The floor plan is used solely by law enforcement responding to an emergency in the building and is not a public record.

The District's comprehensive safety plan must be updated no later than every three years and within 90 days whenever a major modification to an individual school building necessitates changes in that building's plan.

Administrative Rules/Protocols

The Board directs each building principal/designee to develop administrative rules/protocols regarding the topics listed below. The rules/protocols are kept in the ~~building and~~ central office and produced to Board of Health sanitarians, upon request, during board of health inspections.

1. A list of dangerous or recalled products, ~~as identified by the State Board of Health.~~
2. Radon rules or protocols including evidence that the school has been built radon resistant or has been tested for radon within the past five years.
3. An asbestos management plan including evidence of inspection for asbestos within three years, evidence of periodic surveillance within the past six months and a copy of the yearly written notice to the public referencing asbestos inspection and the availability of the asbestos management plan for review.
4. A school-wide safety or crisis management plan, which provides a protocol for responding to any emergency events and a protocol providing for immediate notification to the appropriate fire department and board of health in the event of any spill or release of a hazardous substance on school grounds.
5. Guidance regarding bloodborne pathogen risk reduction.
6. Procedures for administering medications to students.
7. A written comprehensive safety plan addressing:
 - A. safety management accountabilities and strategies;
 - B. safe work practices;
 - C. accident analysis procedures;
 - D. job safety analysis procedures;
 - E. safety committees and employee involvement strategies;
 - F. employee safety and health training;
 - G. treatment of sick or injured workers;
 - H. safety and health hazard audits;
 - I. ergonomics;
 - J. transportation safety;
 - K. identification and control of physical hazards;
 - L. substance abuse;
 - M. school violence prevention and
 - N. personal protective equipment.
8. A written chemical hygiene plan, which sets forth procedures, equipment, personal protective equipment and work practices that are capable of protecting employees and students from the health hazards of chemicals in the school.

9. Material **safety** data sheets for every hazardous chemical used in the school building or on the school grounds for cleaning, maintenance or instruction. (These must be kept where the chemicals are stored in addition to the central office of each building).
10. Protocols on staff and student hand washing.
11. No smoking signs.
12. The District's integrated pest management policy.
- ~~13. A flushing protocol if lead pipes or lead-lined storage wells are used.~~
14. Protocols for using automated external defibrillators (AEDs);
15. Protocols for responding to in-school crises, including student crime, suicide, death **a** of student or employee, acts of violence (including bomb threats and school intruders), trauma, accidents and/or terrorism.
16. Protocols for the management of students with life-threatening allergies.

Adoption Date: May 23, 2002

Revision Date: September 22, 2008

Legal Refs.: ORC 149.433; 2305.235; 2923.11; 3301.56; 3313.20; 3313.536; 3313.717; **3313.719**
3314.03; 3314.16; 3701.85; 3737.73; 3737.99
OAC 3301-35-06; ~~3701-54-09~~

Cross Refs.:	EBAA, Reporting of Hazards	EFH, Food Allergies
	EBBA, First Aid	GBE, Staff Health and Safety
	EBBC, Bloodborne Pathogens	JHF, Student Safety
	ECA, Buildings & Grounds Security	JHCD, Administering Medicines to Students
	ECG, Integrated Pest Management	KBCA, News Releases
	EEAC, School Bus Safety Program	KK, Visitors to the Schools
	EF/EFB, Food Services Management/Free and Reduced Price Food Services	
	Emergency/Safety Plans Handbook	

File: EBCD
EMERGENCY CLOSINGS

The Superintendent/designee may close the schools, dismiss students early or delay the opening of schools in the event of hazardous weather or other emergencies that threaten the safety or health of students or staff members. It is understood that the superintendent takes such action only after consultation with transportation and weather authorities.

In the event that the Superintendent/designee shortens the school day by no more than two hours due to hazardous weather, either at the beginning or the end of the given school day, that day will not be designated a calamity day.

Parents, students and staff members are informed early in each school year of the method of notification in the event of emergency closings or early dismissals.

Prior to September 1 of each year, the Board adopts a resolution specifying a contingency plan under which the students make up days the schools were closed because of calamity. These make-up days are beyond the ~~five~~ **number of** calamity days provided for by law.

The contingency plan cannot in any way conflict with the collective bargaining agreement.

The District may make up excess calamity days by increasing the length of one or more school days in increments of one-half hour.

Adoption Date: May 23, 2002

Revision Date:

Legal Refs.: ORC 3313.48; 3313.482; ~~3313.483~~; **3313.642**; 3317.01; 3737.73
OAC 3301-35-06

Cross Refs.: **EBC, Emergency/Safety Plans
ID, School Day**

Contract Refs.: Teachers' Negotiated Agreement
Support Staff Negotiated Agreement

File: EF/EFB

FOOD SERVICES MANAGEMENT/FREE AND REDUCED-PRICE FOOD SERVICES

The Board operates a food services program in its schools. Food preparation is centralized for elementary, intermediate and secondary schools when appropriate. Food services ~~may~~ include breakfasts and lunches in all schools through participation in the National Child Nutrition Programs. The food services staff cooperates with the principals of the schools in matters essential to the proper functioning of the food services program. The responsibility for control of students using the cafeteria rests with the building principal.

All prices set for school breakfasts, lunches and milk are subject to Board approval, except for a la carte food prices. The Food Services Supervisor sets these prices without Board approval.

As required for participation in the National Child Nutrition Programs, the Board agrees that:

1. **breakfast and a "Type A" lunch is are made available to students, provided at least one-fifth of the students are eligible under Federal law for free meals;**
2. ~~students who qualify receive free or reduced-price meals;~~ **breakfast is made available in every school in which the parents of at least one-half of the children enrolled have requested that the breakfast program be established;**
3. students who qualify receive free or reduced-price meals;
4. all meals must meet USDA nutritional standards;
5. the management of food services ~~shall comply~~ **complies** with all federal, state and local regulations; and
6. a summer meal program is provided to students attending a state-mandated summer remedial program.

All students are expected to eat lunch at school and may not leave school grounds during the lunch hour, except when permission has been granted by the principal. Students are permitted to bring their lunches from home and to purchase milk and incidental items.

School lunch funds and other food service funds are kept in a special account.

The District provides for at least one employee, who has received instruction in methods to prevent choking and has demonstrated an ability to perform the Heimlich maneuver, to be present while students are being served.

Students with Special Dietary Needs

At the beginning of each school year, or at the time of enrollment, parents are responsible for communicating any special dietary needs of their child, including food allergies, to the District. Students with dietary needs that qualify as disabilities under law will be provided reasonable accommodation.

Substitutions to regular school meals provided by the District ~~will be~~ **are** made for students who are unable to eat ~~such~~ **regular school** meals due to a qualifying dietary need when that need is certified in writing by the student's physician. ~~Such~~ **Substitute** meals ~~will be~~ **are** provided in the most integrated setting appropriate to the special needs of the student.

The nature of the student's qualifying dietary need, the reason ~~such~~ **this** need prevents the student from eating regular school meals (including foods to be omitted from the student's diet), the specific diet prescription along with the needed substitution must be specifically stated in the physician's statement. The District, in compliance with the USDA Child Nutrition Division guidelines, ~~will~~ provides substitute meals to food-allergic students based upon the physician's signed statement.

The District ~~shall~~ develops and implements administrative regulations for the management of food-allergic students. Such regulations ~~shall~~ include, but **are not be** limited to, school-wide training programs regarding food allergy education, staff development regarding food allergy identification and management, allergy emergency drills, strategies for the identification of students with life-threatening food allergies and management skills including avoidance measures, designation of typical symptoms and dosing instructions for medications.

Adoption Date: May 23, 2002 Revision Date: October 24, 2002

Legal Refs.: ORC 3313.81; 3313.812; 3313.813; **3313.719; 3314.03; 3326.11**
National School Lunch Act, 42 USC 1751 et seq.
Child Nutrition Act of 1966, 42 USC 1771 et seq.
Americans with Disabilities Act **of 2008**, 42 USC ~~12112~~ **12101** et seq.
Rehabilitation Act of 1973, 29 USC 794

Cross Refs.: ACB, Nondiscrimination on the Basis of Disability
EFF, Food Sale Standards
EFG, Student Wellness Program
JHCD, Administering Medicines to Students

File: GBR
FAMILY AND MEDICAL LEAVE

The Board provides leave to eligible employees consistent with the Family and Medical Leave Act of ~~1993~~ (FMLA). Eligible employees are entitled to up to 12 work weeks (~~and in one instance, or 26~~ work weeks **to care for a covered service member**) of unpaid family and medical leave in any 12-month period. The Board continues to pay the District's share of the employee's health benefits during the leave. In addition, the District restores the employee to the same or a similar position after the termination of the leave in accordance with Board policy.

In complying with the FMLA, the District adheres to the requirements of applicable Federal and State laws.

Additional information is contained in the regulations which follow this policy.

Adoption Date: May 23, 2002

Revision Date: April 27, 2009

Revision Date:

Legal Refs.: Family & Medical Leave Act of 1993; 29 USC 2601 et seq.; 29 CFR Part 825
ORC 124.38; 3313.20;
3319.08; 3319.13; 3319.131; 3319.14 3319.141

Cross Refs.: GCBD, Professional Staff Leaves and Absences
GDBD, Support Staff Leaves and Absences

Contract Refs.: Teachers' Negotiated Agreement
Support Staff Negotiated Agreement

File: GBR-R
FAMILY AND MEDICAL LEAVE

An employee who has worked for the District for at least 12 months is eligible for 12 work-weeks of FMLA leave during a 12-month period, provided the employee worked at least 1,250 hours in the 12 months preceding the beginning of the leave. An employee may be eligible for 26 work weeks of FMLA leave during a 12-month period to care for a covered service member with a serious injury or illness.

Types of Leave – An eligible employee may take FMLA leave for the following purposes:

1. birth and to care for of a newborn child;
2. ~~to care for, or spend additional time with, an adopted child or foster child;~~ **at the time an employee is granted placement of an adopted or foster care child;**
3. to care for a spouse, child, **or** parent ~~or, in limited circumstances, next of kin~~ with a serious health condition. ~~(if person cared for is a “covered service member,” then leave allowed is 26 weeks);~~
An employee may not take FMLA leave to care for a parent-in-law;
4. ~~to recover~~ **recovery** from a serious health condition ~~or that keeps the employee from performing the essential functions of his/her job;~~
5. to respond to a “qualifying exigency” that arises because a spouse, child or parent is on **covered** active duty or has been called to **covered** active duty as a member of the **Armed Forces**. ~~National Guard or Reserves in support of a contingency operation.~~
6. **to care for a spouse, child, parent or next of kin who is or was a member of the Armed Forces and who is currently undergoing medical treatment, recuperation or therapy for either a serious illness or injury that was incurred in the line of duty or for a serious illness or injury that existed before the beginning of active duty and was aggravated by service in the line of duty. In order to be eligible, veterans must have been members of the Armed Forces within five years of receiving such treatment.**

An employee may elect, or the Board may require an employee, to use accrued paid vacation, personal or sick leave for purposes of a family leave. An employer cannot compel an employee to use accrued medical/sick leave in any situation for which the leave could not normally be used.

Spouses Employed by the District

If a husband and wife eligible for leave are employed by the District, their combined amount of leave for birth, adoption, foster care placement and parental illness may be limited to 12 weeks. ~~An em-~~
~~ployee may not take FMLA leave to care for a parent in law.~~

If a husband and wife eligible for leave are employed by the District, their combined amount of leave to care for a covered service member is limited to 26 weeks.

Intermittent and Reduced Leave

Intermittent leave is leave taken in separate blocks of time due to a single illness or injury.

Reduced leave is a leave schedule that reduces **the** employee’s usual number of hours per work week or hours per workday.

Intermittent or reduced leave is available ~~only~~ for the employee's own serious health condition; ~~or~~ to care for a seriously ill spouse, child or parent; **to care for a covered service member's serious injury or illness; or for leave taken due to a qualifying exigency.** Such leave may ~~not~~ be used for the birth or adoption/ placement of a child **only if the Board agrees.**

~~The employee who wishes to use intermittent or reduced leave must have the prior approval of the Board/designee. Although the Board/designee and employee may agree to an intermittent or reduced leave plan, the employee who uses family leave is not automatically entitled to use such leave on an intermittent or reduced leave schedule.~~

If an employee needs leave intermittently or on a reduced leave schedule for planned medical treatment, the employee must make a reasonable effort to schedule the treatment so as not to unduly disrupt the employer's operations.

The Board may provide such leave for medical purposes, but the Superintendent may transfer the employee to a position which is equivalent, but more suitable for intermittent periods of leave. The employee must furnish the Board with the expected dates of the planned medical treatment and the duration of the treatment. The Superintendent must authorize such leave in writing.

Benefits

The Board maintains the employee's health coverage under the group health insurance plan during the period of FMLA leave. **Prior to the beginning of the FMLA leave,** the employee should make arrangements with the CFO/Treasurer to pay the employee's share of health insurance (e.g., family coverage) ~~prior to the beginning of the FMLA leave.~~

The employee will not lose any other employment benefit accrued prior to the date on which leave began but is not entitled to accrue seniority or employment benefits during the **unpaid** leave period. Employment benefits could include group life insurance, sick leave, annual leave, educational benefits and pensions.

Notice

When the FMLA leave is foreseeable, the employee must notify the Superintendent of his/her request for leave at least 30 days prior to the date when the leave is to begin. If the leave is not foreseeable, the employee must give notice as early as is practical. When the employee requests **pre-scheduled** medical leave, the employee must make reasonable attempts to schedule treatment so as not to disrupt the District's operations. The Board may deny the leave if the employee does not meet the notice requirements.

Certification

The Board may require the employee to provide certification from a health care provider containing specific information required under the law if he/she requests a medical leave. If there is a question concerning the validity of such certification, a second and, if necessary, a third opinion can be required, both at the expense of the District. Upon the employee's return to work, the Board requires that the employee present a fitness statement from the employee's health care provider certifying that the employee is able to return to work.

Restoration

When the employee returns from the leave, the Board restores the employee to the same or an equivalent position with equivalent benefits, pay, terms and conditions of employment in accordance with Board policy.

Under certain circumstances, the Board may deny restoration to a key employee. The Board complies with the notice requirements of the FMLA in denying restoration. A key employee is one who is among the highest paid 10% of the employees and whose absence would cause the District to experience a substantial and grievous economic injury.

Instructional Employees

Special leave rules apply to instructional employees. Instructional employees are those whose principal function is to teach and instruct students in a small group or individual setting. This term includes teachers, athletic coaches, driving instructors and special education assistants such as signers for the hearing impaired. It does not include teacher assistants or aides who do not have as their principal job actual teaching or instructing, nor does it include auxiliary personnel such as counselors, psychologists or curriculum specialists. It also does not include cafeteria workers, maintenance workers or bus drivers.

Limitations apply to instructional employees who take intermittent or reduced leave. If the leave requested is:

1. to care for a family member, **to care for a covered service member**, or for the employee's own serious health condition;
2. foreseeable based on planned medical treatment and
3. the employee would be on leave for more than 20% of the total number of working days over the period the leave would extend.

The Board then may require the employee to choose either to:

1. take leave for a period or periods of a particular duration not greater than the planned treatment or
2. transfer temporarily to an available alternative position for which the employee is qualified, which has equivalent pay and benefits, and which better accommodates recurring periods of leave than does the employee's regular position.

The following limitations also apply to instructional employees who take leave near the end of a semester **for purposes other than the employee's own serious health condition.** ~~When an instructional employee begins leave more than five weeks before the end of a semester the Board may require the employee to continue taking leave until the end of the semester if:~~

1. When an instructional employee begins leave more than five weeks before the end of a semester, the Board may require the employee to continue taking leave until the end of the semester if the leave will last at least three weeks and the **employee would return to work during the three-week period before the end of the semester**
2. ~~the employee would return to work during the three-week period before the end of the semester.~~
When an instructional employee begins leave less than five weeks before the end of the semester, the Board may require the employee to continue taking leave until the end of the semester if the leave will last more than two weeks and the employee would return to work during the two-week period before the end of the semester.

3. When an instructional employee begins leave less than three weeks before the end of a semester and the leave lasts more than five working days, the Board may require the employee to continue taking leave until the end of the semester.

~~When an instructional employee begins leave for a purpose other than the employee's own serious health condition during the five week period before the end of the semester, the Board may require the employee to continue taking leave until the end of the semester if:~~

~~1. the leave will last more than two weeks and~~

~~2. the employee would return to work during the two week period before the end of the semester.~~

~~When an instructional employee begins leave for a purpose other than the employee's own serious health condition during the three week period before the end of a semester and the leave lasts more than five working days, the Board may require the employee to continue taking leave until the end of the semester.~~

In all cases, only the period of leave until the employee is ready and able to return to work shall be charged against the employee's FMLA leave entitlement. Any additional leave required by the Board is not counted as FMLA leave. However, the Board is required to maintain the employee's group health insurance and restore the employee to the same or equivalent job upon the conclusion of the leave.

Failure to Return

The Board is entitled to recover health care premiums paid during the leave if the employee fails to return from leave. Recovery cannot occur if the employee fails to return because of the continuation, recurrence or onset of a serious health condition or due to circumstances beyond the control of the employee.

Adoption Date: May 23, 2002

Revision Date: April 27, 2009

File: GCPD
SUSPENSION AND TERMINATION OF PROFESSIONAL STAFF MEMBERS

Suspension

The Board may suspend a ~~teacher~~ **professional staff member** pending final action to terminate his/her contract if, in its judgment, the character of the charges warrants such action.

Termination

The contract of a ~~teacher~~ **professional staff member** may be terminated for ~~gross inefficiency or immorality; for willful and persistent violations of reasonable regulations of the Board; or for other~~ good and just cause. Before terminating any contract, the Board ~~furnishes~~ **will furnish** the **professional staff member** ~~teacher~~ with a written notice signed by the CFO/ Treasurer of its intention to consider termination of his/her contract **and** specification of the grounds for such consideration. ~~and of his/her right to request a hearing by the Board or an independent referee.~~ **The Board informs the professional staff member of his/her right to request a hearing by the Board or by an independent referee.** At such a hearing, both parties may be represented by counsel and present and cross-examine witnesses. A stenographic record of the proceedings ~~will be~~ **is** made. After the hearing, the Board ~~will make~~ **makes** its determination by majority vote. Any order of termination of a contract will state the grounds for termination.

If the suspension or termination is based in whole or in part on the results of a consumer report (as that term is used in the Fair Credit Reporting Act), the Board furnishes the professional staff member with pre-adverse action and adverse action notices required by the Fair Credit Reporting Act.

Teachers may only be suspended or terminated under the terms of the collective bargaining agreement and/or State law.

Adoption Date: May 23, 2002

Revision Date:

Legal Refs.: Fair Credit Reporting Act: 15 USC 1681 et seq.
ORC 124.36
3319.02; 3319.11; 3319.16; 3319.161; 3319.17

Cross Refs.: GBQ, Criminal Records Check

Contract Ref.: Teachers' Negotiated Agreement

File: GDC/GDCA/GDD
SUPPORT STAFF RECRUITING/POSTING OF VACANCIES/HIRING

The recruitment and selection of suitable candidates for positions is the responsibility of the Superintendent, who confers with principals and other supervisors before making a selection. An employee may apply for any vacancy for which he/she is qualified.

All appointments to the support staff are made by the Superintendent subject to confirmation by the Board. In making these appointments, the Superintendent carefully observes all pertinent laws **and negotiated agreements**, as well as any regulations which may be approved from time to time by the Board.

The Board fixes conditions of employment as well as wages, hours and other benefits for support staff members upon the recommendation of the Superintendent or as determined by the negotiated agreement.

A goal of the Board is to seek the most highly qualified candidates for job vacancies. To ensure that widespread knowledge of such openings is available to all interested persons, the Board will advertise positions. With the school system, vacancies will be posted according to current negotiated agreements. ~~concurrently, vacancies will be advertised in the county newspaper having the largest daily circulation and/or professional journals and periodicals as directed by the Board.~~

Rehiring of Retirees

If an employee is retiring and seeks re-employment in the same position, **then public notice must be given 60 days prior to the date re-employment is to begin.** ~~and is being recommended for the position, the school district must provide notice 60 days prior to the date re-employment is to begin.~~ The notice must state that the person is or will be retired and is seeking re-employment in the District. The notice must include the time, date and location of a public meeting, which must take place 15 to 30 days prior to employment.

Adoption Date: May 23, 2002

Revision Date: September 16, 2004

Revision Date:

Legal Refs.: **The Elementary & Secondary Education Act; 20 USC 1221 et seq.**
Fair Credit Reporting Act; 15 USC 1681 et seq.
ORC Chapter 124; 3309.345; 3319.04; 3319.081 et seq.; 3319.39; 3327.10; 4141.29

OAC ~~3301-35-03(A);~~ **3301-35-05; 3301-35-06; 3309-1-61**

Cross Refs.: AC, Nondiscrimination
GBA, Equal Opportunity Employment
ACA, Nondiscrimination on the Basis of Sex
ACB, Nondiscrimination on the Basis of Disability
GBQ, Criminal Record Check
~~GCC, Professional Staff Recruiting~~
GCD, Professional Staff Hiring

Contract Refs.: Support Staff Negotiated Agreement

File: GDPD
SUSPENSION, DEMOTION AND TERMINATION OF SUPPORT STAFF MEMBERS

The employment of support staff members may be terminated for violation of written policies and regulations as set forth by the Board or for incompetency, inefficiency, dishonesty, **drunkenness, illegal drug activity/controlled substance activity**, ~~intoxication~~, immoral conduct, insubordination, discourteous treatment of the public, neglect of duty, sexual battery, certain ethics violations, conflict of interest or any other acts of misfeasance, malfeasance or nonfeasance.

The Board may also suspend an employee for a definite period of time or demote, with or without pay, an employee for these same reasons ~~consistent with the negotiated agreement~~.

The action of the Board to terminate the contract of any employee or to suspend or demote him/her is done in compliance with all statutory ~~negotiated~~ and constitutionally mandated procedures, including the opportunity for a hearing prior to the termination, and if a hearing is required, prior to the suspension or demotion.

Adoption Date: May 23, 2002

Legal Refs.: Fair Credit Reporting Act; 15 USC 1681 et seq.
ORC 124.32; 124.33; 124.34; 124.36; 3319.04; 3319.081; 3319.083

Cross Refs.: GBQ, Criminal Record Check

Contract Refs.: Support Staff Negotiated Agreement

File: IGAE
HEALTH EDUCATION

The Board is committed to a sound, comprehensive health education program as an integral part of each student's general education. At a minimum, the health education program meets the requirements established by **State** law and includes ~~practical training in procedures to be used in student wellness, first aid, safety, fire prevention and cardiopulmonary resuscitation .~~ **instruction in nutrition; drugs, alcohol and tobacco; venereal disease; personal safety and assault prevention (grades K-6) and dating violence prevention (grades 7-12)..**

The Board believes that the greatest opportunity for effective health education lies with the public schools because of the opportunity to reach almost all students at an age when positive, lifelong health, ~~and wellness~~ **and safety** habits may be instilled ~~and the availability of qualified personnel to conduct health education programs.~~

The health education program emphasizes a contemporary approach to the presentation of health, ~~and wellness~~ **and safety** information, skills and knowledge necessary for students to understand the functioning and proper care of the human body **and tools for recognizing the characteristics of healthy relationships and the warning signs of dating violence.**

In an effort to promote a relevant approach to the instruction of health education, the Board continues to stress the need for curricular, personnel and financial commitments to ensure a health education program of high quality in the public schools.

Adoption Date: May 23, 2002

Revision Date: August 14, 2006

Revision Date:

Legal Refs.: ORC 3313.60
OAC 3301-35-02

Cross Refs.:	EB, Safety Program	IGAH, Family Life Education
	EBC, Emergency/Safety Plans	IGAI, Sex Education
	EFG, Student Wellness	JFCF, Hazing & Bullying
	IGAF, Physical Education	JHG, Reporting Child Abuse
	IGAG, Drugs, Alcohol & Tobacco Ed.	JHF, Student Safety
	JFC, Student Conduct (Zero Tolerance)	EBBA, First Aid
	GBEA, HIV/AIDS (Also JHCCA)	EBBC, Bloodborne Pathogens

File: IGBA
PROGRAMS FOR STUDENTS WITH DISABILITIES

~~The Board is committed to providing education for all youth of compulsory age who are legal residents of the District.~~ All students with disabilities ~~(SWD)~~ **living** within the District are identified, evaluated and placed in appropriate educational programs. Additionally, all parentally-placed private school children with disabilities who reside in a state other than Ohio and attend a private school within the District are located, indentified and evaluated. Due process requirements, procedural safeguards and confidential treatment of information are adhered to as ~~provided for in Ohio Department of Education Standards~~ **required by State and Federal law.**

The Superintendent is expected to supervise all special education programs and to assign a member of the staff to coordinate efforts. The person designated is responsible for the identification **of students with disabilities, the evaluation of disabilities and evaluation procedures,** ~~diagnosis, and the design of Individualized Education Programs (IEP), and plans for these students for and placement and evaluation procedures.~~ All procedures are in accordance with **State and Federal law.** ~~federal and state requirements.~~

The IEP determined for each identified student is developed in accordance with the student's individual needs. The plan provides for **re-evaluation of the student's needs, progress and effectiveness of the program being offered.** ~~monitoring and tracking student progress and reporting the progress to parents or guardians at least as often as those not under such a plan.~~

Although the District requires all students with disabilities to be tested, each student with a disability is considered individually relative to his/her participation in the District's educational and testing programs. Alternative assessments may be required and students must make yearly gains as defined by the adequate yearly progress indicator adopted by the State Board of Education and be at a proficient level by the year 2014. ~~The District requires all students with disabilities participate, to the extent possible as determined by the IEP team, in district and Ohio Department of Education's testing initiatives. This includes but is not limited to diagnostic assessments, achievement tests, tests of proficiency and alternate assessments (if deemed appropriate by the IEP team).~~

The Board, by resolution, directs the administration to comply with and follow the Ohio Department of Education, Office of Exceptional Children's model special education policies and procedures. ~~The Board directs the administration to develop a plan to comply with school choice and supplemental service sanctions.~~

Adoption Date: May 23, 2002
Revision Date: September 16, 2004

Revision Date: October 13, 2008
Revision Date:

Legal Refs.: The Elementary and Secondary Education Act; 20 USC 1221 et. seq.
Individuals with Disabilities Education Improvement Act; 20 USC 1400 et.seq.
Rehabilitation Act; 29 USC 706(8), 794, 794a,
504 Regulations 34 C.F.R. Part 104; 504 Regulations 34 C.F.R.300.131
Americans With Disabilities Act **of 2008**; 42 USC 12101 et seq.
State Department of Education, Special Education Policies and Procedures,
Free Appropriate Public Education-101
ORC 3313.50; 3323.01 et seq.; 3325.01 et seq.
OAC **Chapter** 3301-51; 3301-55-01

Cross Refs.: ACB, Nondiscrimination on the Basis of Disability
IGBJ, Title I Programs
IL, Testing Programs
JB, Equal Educational Opportunities
JGF, Discipline of Students with Disabilities
KBA, Public's Right to Know

File: IGBM
CREDIT FLEXIBILITY

NEW POLICY

The Board recognizes that an effective educational program is one that provides opportunities for students to customize aspects of their learning around their respective needs and interests. Credit flexibility is one method to motivate and increase student learning by allowing access to more resources, customization around individual student needs and the use of multiple measures of learning.

Credit flexibility shifts the focus from “seat time” to performance. Students can earn units of high school credit based on an individually approved credit flexibility plan. The intent of credit flexibility is to meet increased expectations for high school graduation in response to globalization, technology and demographics, and to meet the demand for 21st century skills.

In accordance with State law, the District must develop and implement a credit flexibility plan that enables students to earn high school credit by:

1. completing coursework;
2. testing out or showing mastery of course content;
3. pursuing an educational option and/or an individually approved option and/or
4. any combination of the above.

The Superintendent/designee develops the District’s credit flexibility plan consistent with the provisions of the following regulation.

Adoption Date:

Legal Refs.: Carnegie Design Team Report to the State Board of Education, *New Emphasis on Learning: Ohio’s plan for credit flexibility shifts the focus from “seat time” to performance* (March 2009)

ORC 3313.60; 3313.603; 3313.609; 3313.6013; 3313.611; 3313.613; 3313.614;
3313.90; 3321.04; Chapter 3324; Chapter 3365

OAC Chapter 3301-34; 3301-35-06; Chapter 3301-46; Chapter 3301-51; Chapter
3301-61

Cross Refs.: IGAD, Career-Technical Education IGE, Adult Education Programs
IGBH, Alternative School Programs IKA, Grading Systems
IGCB, Experimental Programs IKE, Promotion and Retention of Students
IGCD, Educational Options (Also LEB) IKEB, Acceleration
IGCF, Home Instruction IKF, Graduation Requirements
IGCH, Postsecondary Enrollment Options (Also LEC)

File: IGBM-R
CREDIT FLEXIBILITY

NEW POLICY

In accordance with State law, the District's plan for credit flexibility must:

1. identify the multiple methods of communication and frequency of each method the District will use to communicate the aspects of the credit flexibility policy and plan to students and parents on an on-going basis;
2. allow for demonstrated proficiency options on an on-going basis;
3. allow for graded options for demonstrated proficiency;
4. allow demonstration of proficiency to count towards course requirements for graduation;
5. determine credit equivalency for a Carnegie unit;
6. prohibit capping or limiting the number of courses or credits earned through credit flexibility;
7. allow for both simultaneous credit and/or partial credit to be earned;
8. not prohibit access to online education, postsecondary options or services from another district, as approved by the Board;
9. allow, if so desired, for the acceptance of credit from other districts and educational providers;
10. establish provisions for instances when students do not or cannot complete requirements and
11. establish a review process and submit data to the Ohio Department of Education about the methods and frequency of communication with students and parents.

In addition, the Superintendent/designee collects performance data including, but not limited to, the number of participating students, total credits earned and extent to which student participation reflects diversity of the student body.

The Ohio Department of Education recommends that the Superintendent maintain a "library" of courses that were previously accepted to assist students, parents and teachers with understanding available options (or those unique to local contexts and regional economic development interests).

Adoption Date:

File: IGCI
COMMUNITY SERVICE LEARNING

The District is committed to preparing its ~~high school~~ students for active participation in community affairs in keeping with the tradition of volunteerism **and civic responsibility**. The implementation of a community service ~~education learning~~ program provides students with ~~the opportunity~~ **opportunities** to receive training and support to assist them in becoming valuable community members.

Community service ~~learning~~ is an unpaid activity that provides service to an individual or group to address a school or community need. The activity must be developmentally appropriate, ~~and~~ meaningful to the student, **and effectively use their skills**.

The District may offer community service education that acquaints students with the history and importance of volunteer service and with a wide range of existing community needs. Community service opportunities that meet the requirements of State law may be considered an elective towards graduation and/or granted special recognition in the student's record or on the student's high school diploma.

Through participation in community service, students have the opportunity to:

- 1. develop knowledge and respect for community and citizenship;**
- 2. learn that problems can be solved by working together;**
- 3. understand the responsibilities involved in citizenship;**
- 4. explore career opportunities;**
- 5. increase self-esteem and appreciation for others;**
- 6. become sensitive to others and appreciate cultural diversity and**
- 7. overcome interpersonal barriers.**

Once the program for community service education has been required, students are ready to begin earning credit hours that may be used to meet graduation requirements. A community service advisory committee develops and implements the community service plan. Upon adoption by the Board, a copy of the plan is sent to the Ohio Department of Education. The community service plan is reviewed periodically by the advisory committee and, if necessary, revised by the Board at least once every five years.

Adoption Date: May 23, 2002

Revision Date:

**Legal Refs.: ORC 3313.60; 3313.605
OAC 3301-35-04**

Cross Refs.: IKF, Graduation Requirements
JGD, Student Suspension
JGE, Student Expulsion

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.

~~All extracurricular activities will be organized and administered in such a way so as to ensure educational benefits to all participating students. Student participation in the programs will be on a voluntary basis. A record of each student's extracurricular activities will be part of his/her permanent record.~~

~~Extracurricular activities can be grouped under the categories of interscholastic athletics, intramurals, service organizations, academic organizations, honorary organizations and student government. The purpose and objectives, organization and financial plans of all extracurricular activities will be properly documented and on file with the building principal.~~

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

1. ~~Student activities must~~ have educational value for students.
2. ~~Student activities must~~ be in balance with other curricular offerings in the schools and be supportive of, and never in competition with, the academic program; **and**
3. ~~Student activities must~~ 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, ~~will have~~ **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 ~~will~~ receives the same attention in terms of philosophy, objectives, social setting, organization and evaluation that is given the regular school curriculum.
5. Each school ~~will~~ develops written guidelines and procedures regulating the creation, organization, administration and dissolution of student activity programs. The Superintendent ~~will~~ 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 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. Activities should be held on non-school time or at an appropriately designed school time. Unless specifically authorized by the Board, school-sponsored activities will not be held on Sunday.**
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. 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.**
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.**
- ~~12.~~ 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, ~~Ohio~~ State law and the Ohio Administrative Code.
- ~~13.~~ 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.
- ~~14.~~ 15. Students may be removed from extracurricular activities when **their** ~~the student's~~ presence poses a continuing danger to persons or property or an ongoing threat of disruption ~~in such setting~~. If a student is removed from extracurricular activities, such removal may include all extracurricular activities **in which the student is involved**.
16. **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: September 22, 2008
Revised: August 24, 2005 Revised:

Legal References

ORC 3313.537; 3313.58; 3313.59; 3313.664; 3315.062; **3319.16**; Chapter 4112; ~~5903.01(G)~~
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 or Home Schooling	Student Handbooks

File: IGDJC
CREATION OF NEW INTERSCHOLASTIC ATHLETIC TEAMS – CLUB SPORTS
NEW POLICY

The Board of Education believes that it is important to maintain a co-curricular activities program sufficiently varied to meet the wide range of vocational, recreational, social, and cultural needs and interests of the students. The Board supports the creation of new athletic activities in buildings to meet the interests of students and the community.

For purposes of this policy, the program of interscholastic athletics shall include all activities relating to competitive sport contests, games, events or sport exhibitions involving individual students or teams of students of this District with any schools outside this District.

A. Procedure for Implementation

1. A new sport team in a building must achieve club status for three (3) consecutive years prior to consideration for receiving Board approval as a school-sponsored interscholastic sport.
2. The athletic director and building principal must review the Club Evaluation (see Section C).
3. There must be recommendation by the building principal to the Superintendent and Board of Education (see Section D).
4. Board approval.

B. Approval of Club Status

For purposes of this policy, those teams considered on "club status" must adhere to the following:

1. must be a sport approved by O.H.S.A.A. or a sport being considered by the conference with which Westlake is affiliated;
2. cannot receive any monetary support from the school;
3. the coaches will be volunteers or the number of paid coach(es) and amount of compensation shall be determined only after conferring with the school athletic director, high school principal and superintendent;
4. no uniforms will be provided to students by the school;
5. school facilities (indoor/outdoor) can be used as long as the club does not interfere with an existing school-sponsored interscholastic team. The club sponsor must complete necessary building use forms;
6. any financial obligations shall be processed through a District Activity Account.

Due to their "club status" specifically with respect to two (2) to five (5) above, these teams are not eligible for District-sponsored awards and/or recognition at District-sponsored awards programs.

Requests for club status must be submitted to the principal and contain the following:

1. a statement of purpose and rationale
2. intended outcomes for students
3. number of students participating; numbers of students participating should meet minimal numbers appropriate for a specific athletic team
4. plan of operation: facilities to be used, availability of games, scheduling arrangements, timeline for existence of the club
5. person in charge (responsibilities to be addressed include scheduling of transportation, officials, facility set-up, preparation of schedule and re-scheduling events, student physical exams, event supervision)

The principal will review each request and either reject or approve.

C. Club Evaluation

Annually the person in charge shall submit a report that will cover the following items no later than one (1) month after the conclusion of the season to the appropriate school Athletic Coordinator:

1. number of participants completing entire season
2. budget – defining costs involved/where money was allocated
3. inventory
4. number of contests completed, dates of competitions, and listing of opponents
5. reasons for any cancelled games or competitions
6. any other information requested by the Athletic Director

Failure to submit a report will result in a break of consecutive years and may result in loss of club status.

For approved clubs, an annual review for three (3) consecutive years will be conducted by the appropriate school athletic director. The evaluation will examine:

1. if the sport is approved by O.H.S.A.A. or if the sport is being considered by the conference with which Westlake is affiliated;
2. if sufficient interest exists to satisfy numerical requirements to create a new team;
3. Board costs of creation of a new interscholastic team (coach/es salaries, uniforms, equipment, facility costs, officials, etc.);
4. availability of practice and contest facilities;
5. scheduling possibilities:
 - a. middle school – conference
 - b. high school – conference and nonconference
6. availability of qualified coaches, officials, trainers and additional Athletic Coordinators, etc.;

7. availability of transportation;
8. availability of locker room and lockers;
9. feasibility of Board financing for three (3) to five (5) years.

D. Recommendation to Administration/Approval for New Interscholastic Teams

1. Upon collection of such information, the athletic director shall discuss with the principal such findings.
2. The principal shall then make a recommendation to the Superintendent, along with providing a rationale for his/her decision, to approve/disapprove creation of a new interscholastic athletic team.
3. Creation of new programs of interscholastic athletics must receive Board approval.

E. Guidelines for New Interscholastic Athletic Teams

The following guidelines apply to new interscholastic athletic teams/participants/coaches:

1. Adherence to District/Building/Conference athletic policies.
2. Compliance with financial and bookkeeping controls established in conformance with the recommendations of the State Auditor.
3. Student participation must satisfy the academic, attendance, and behavioral guidelines of the school, District, athletic conference, and O.H.S.A.A.
4. Completion of any reports required by the District, principal, conference, O.H.S.A.A. or building athletic policies and guidelines.

F. Eligibility Status for Approved Club Teams Not Granted Interscholastic Status After Implementation Period

After three (3) years approved clubs which are not granted status as an interscholastic team but have followed the guidelines set forth in letter C of this policy will be eligible for the following:

1. Participation in all school-sponsored seasonal sports recognition programs.
2. Club athletic letters based on criteria specific to each individual sport.
3. School-sponsored transportation to and from athletic contests.

**IMPLEMENTATION OF THIS POLICY SHALL BE IN FULL COMPLIANCE
WITH ALL REQUIREMENTS OF TITLE IX.**

Adoption Date:

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,** ~~those of the North Central Association of Colleges and Secondary Schools and further~~ that our high schools will compare **favorable favorably** with **other** high schools in the state **that are** recognized for ~~their~~ excellence.

Graduation Requirements

	<u>Class of 2002</u>	<u>Class of 2003</u>	<u>Class of 2006</u>
English	4.0 units	4.0 units	4.0 units
Math	2.0 units	3.0 units* *Algebra I required as 1 of 3	3.0 units*
PE and Health	1.5 units	1.5 units	1.5 units
Fine Arts	1.0 unit	1.0 unit	1.0 unit
Science	3.0 units	3.0 units	3.0 units
Social Studies	3.0 units	3.0 units	3.0 units
Career	-.5 unit	-.5 unit	-.5 unit
<u>Delete Problem Solving with Class of 2002</u>			
Technology	-.5 unit	-.5 unit	-.5 unit
Electives	6.5 units	6.5 units	6.5 units
TOTAL	22.0 unit	23.0 units	23.0 units

~~The Board assumes that at the time of graduation each student will have fulfilled all academic and financial obligations. A good school record, scholastically and otherwise, is the best recommendation an applicant can offer, either to a college or for a job. A record of good personal behavior and cooperation will be expected.~~

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

<u>Minimum</u>	<u>Units</u>	<u>Ohio Core</u>	<u>Units</u>
English Language Arts	4.0	English Language Arts	4.0
Social Studies, including one-half unit of American History and one-half unit of American Government	3.0	Social Studies, including one-half unit of American History and one-half unit of American Government	3.0
Science, including one unit each in Physical Science and Biology	3.0	Science, with inquiry-based lab experience, including one unit each in Physical Science and Life Sciences and one unit in Chemistry, Physics or other physical science, Advanced Biology or other life science, Astronomy, Physical Geology or other earth or 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

The minimum requirements for graduation also 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;
2. units earned in English language arts, mathematics, science and social studies shall be delivered through integrated academic and technical instruction and
3. passing all State required examinations.

The Ohio Core requirements for graduation also include:

student electives** of any one or combination of the following: foreign language, fine arts (two semesters in any of grades 7-12), 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; units earned in social studies shall be integrated with economics and financial literacy and passing all State required examinations.

Westlake High School Graduation Requirements Through 2011-2014

Total Credits: 23 / MUST be enrolled in 4 Core Classes

<u>Graduation Courses</u>	<u>CLASS OF 2011-2013</u>	<u>CLASS OF 2014 & BEYOND</u>
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 1)	4.0 credits (1 credit Algebra II)
Social Studies	3.0 credits (1 credit World History, 1 credit American History, 0.5 credit Government, and 0.5 credit Economics)	3.0 credits (1 credit World History, 1 credit American History, 0.5 credit Government, and 0.5 credit Economics)
Science	3.0 credits (1 credit Physical Science, 1 credit Biological Science)	3.0 credits (1 credit physical science, 1 credit life science, 1 credit advanced study)
Foreign Language	N/A	N/A
Health/PE	1.5 credits	1.5 credits
Practical/Fine Arts	1.0 credit	1.0 credit
Computer Ed/Business/Engineering & Technology Education	0.5 credit	0.5 credit
Electives	7.0 credits	6.0 credits
TOTAL:	23.0 Credits	23.0 Credits
10 th Grade OGT *Subject to legislative mandate	*10 th grade OGT	*TBD

Summer School

Summer school credits ~~will be~~ **are** accepted toward graduation ~~providing~~ **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.

~~The District will accept credits earned toward graduation in another school District from only those schools chartered by the State Department of Education.~~

~~Classes of 2000 and Up: Must be enrolled in at least four “core” courses each year.~~

~~Students in all graduating classes until 2006 must pass all section of the 9th grade proficiency test. Students graduating in 2007 and thereafter must pass all sections of the Ohio Graduation Test or pass four of five tests, have achieved an attendance rate during high school of 97%, not been expelled, be within 10 points of passing on the failed test, have a 2.5 GPA in courses of the test not passed, have participated in offered intervention programs, and have letters of recommendation from the principal and teachers.~~

Post Secondary Enrollment Options

Credit is awarded for a courses successfully completed ~~outside of regular school hours by a student~~ 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.

~~The course can be free of charge or paid by the student’s parent or guardian.~~

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.
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 completed prior to the ninth grade is applied towards graduation credit if the course is taught by a licensed teacher and is designated by the Board as meeting the curriculum requirements.~~

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.

~~High school courses offered through the United States Armed Forces Institute by cooperating colleges and universities are accepted for credits toward graduation as follows:~~

- ~~1. An official transcript must be received from the school offering the course. Credits granted must comply with State Department of Education regulations and also North Central Association of Colleges and Secondary Schools requirements.~~
- ~~2. No more than eight Carnegie units of credit or equivalent quarter hours may be granted for courses in the armed forces.~~

Adoption Date: May 23, 2002

Revision Date:

Legal Refs.: ORC **3301.07(D)(3)**; 3313.60; **3313.6014**; 3313.603; **3313.605**; 3313.61; **3345.06**
OAC ~~3301-35-02~~; 3301-35-04

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

File: IND/INDA
SCHOOL CEREMONIES AND OBSERVANCES/PATRIOTIC EXERCISES

The Board believes that special recognition should be given to national holidays. The building principal should encourage a discreet observance of these holidays that have become a part of the American heritage. These observances may, in some instances, be in the form of a school assembly while in other instances they are a part of the classroom work.

~~Teaching about religious holidays or religion should be aligned with the Board approved curriculum. Teaching should be objective, avoid any doctrinal impact and should avoid any implication that religious doctrines have the support of school authority.~~

~~The school system recognizes that holidays are observed differently by different religious groups. We respect the fact that some individuals' beliefs do not include religious observances.~~

The Board directs the administration to develop specific activities within each building to convey the meaning and significance of Veterans Day. The observance must be at least one hour long, except in buildings that schedule class periods of less than an hour. In those buildings, the observance must be at least one standard class period in length.

Religious Holidays and Observances

The following guidelines govern the observance of, and teaching about, religious holidays in the schools.

1. The public schools must be neutral in matters of religion. The school must show no preference for one religion over another. They must refrain from the promotion of any religion or all religions; consequently, no religious celebrations may be conducted by the public schools.
"Religious celebration" is defined as:
 - a. a formal observance, including worship or religious services of any kind, whether or not conducted by a member of the clergy. Religious observances cannot be justified by the fact that the majority of students or individuals in a given community happen to approve of the practice or by the fact that individual students may absent themselves upon parental request;
 - b. the display of religious objects or symbols, except those that are integral parts of a short-term study in the curriculum, such as art, history, etc., or
 - c. the presentation of religious music, except to the extent that such music is presented for its musical rather than its religious content. Songs or music programs that have significance for a particular religion should not be sung or performed in the school during the period that coincides with the community celebration of the events portrayed in the music. Festive songs that cannot be associated with a religious celebration are permitted.
2. A program or observance related to a religious holiday in theme or timing should be evaluated as to its purpose and effect. If either the purpose or the effect is judged to be religious rather than secular, the activity should not be undertaken.

3. The school should avoid any activity, display or exhibit that promotes or gives its approval to religious matters.

Pledge of Allegiance

The Board believes that appreciation of country is promoted by the ceremonies and observances held in the schools and that the United States flag is a symbol of our democratic heritage, ideals and freedom.

The Board requires the daily recitation of the Pledge of Allegiance at each school at the beginning of the school day. The Board also recognizes that the beliefs of some prohibit participation in the Pledge of Allegiance or other opening exercises; such persons may be excused from these exercises.

The Board prohibits the intimidation of any student by other students or staff aimed at coercing participation in reciting the pledge.

School Prayer

The Board certifies that it does not have, nor will it adopt, any policies that deny or prevent participation in constitutionally protected school prayer. This certification is submitted annually to the Ohio Department of Education by October 1.

Adoption Date: May 23, 2002
Revision Date: July 3, 2003

Revision Date:

Legal Refs.: ORC 5.23; **3313.601**; 3313.602; 3313.63; 3313.80
U.S. Const. Amend. I, Establishment Cl.
The Elementary and Secondary Education Act; 20 USC 1221 et seq.

Cross Refs.: ~~IB, Academic Freedom~~
~~KLB, Public Complaints About the Curriculum or Instructional Materials~~

File: JED
STUDENT ABSENCES AND EXCUSES

Regular attendance by all students is very important. In many cases, irregular attendance is the major reason for poor school work; therefore, all students are urged to make appointments, do personal errands, etc., outside of school hours.

Reasons for which students may be excused include, but are not limited to:

1. personal illness of the student;
2. illness in the student's family;
3. needed at home to perform necessary work directly and exclusively for parents or legal guardians (applied to students over 14 years of age only)
4. death in the family;
5. quarantine for contagious disease; ~~or~~
6. religious reasons;
7. **traveling out of state to attend a Board-approved enrichment activity or extracurricular activity (applies to absences of up to four days); or**

Each student who is absent must immediately, upon return to school, make arrangements with his/her teacher(s) to make up work missed. Students who are absent from school for reasons not permitted by ~~Ohio~~ **State** law may, or may not, be permitted to make up work. Each case is considered on its merits by the principal and the respective teacher(s). Students are requested to bring a note to school after each absence explaining the reason for the absence or tardiness.

The Board discourages student absences from school for family trips or other planned absences. Absences for these purposes should be kept to a minimum and must comply with Board regulations governing these types of absences. **The responsibility for such absences resides with the parent(s), and they must not expect any work missed by their child to be retaught by the teacher. If the school is notified in advance of such a trip, reasonable efforts are made to prepare a general list of assignments for the student to do while he/she is absent.**

The Board authorizes the Superintendent to establish a hearing and notification procedure for the purpose of denying a student's driving privileges if that 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 during a semester or term.

Adoption Date: May 23, 2002
Revision Date: August 24, 2005

Revision Date:

Legal Refs.: ORC **3313.609; 3319.16; 3321.01; 3321.03; 3321.04; 3321.13; 3321.14;**
 3321.19; 3321.38; 4510.32
 ~~4507.061~~
 OAC ~~3301-35-02; 3301-35-03~~
 ~~3301-51-13~~

Cross Refs.: **IGAC, Teaching about Religion** **IKB, Homework**
 JEDB, Student Dismissal Precautions **JHCC, Communicable Diseases**
 JHC, Student Health Services and Requirements

File: JFC
STUDENT CONDUCT
(Zero Tolerance)

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

A student who fails to comply with established school rules or with any reasonable request made by school personnel on school property ~~school-owned, leased, or operated school vehicles or busses~~ and/or at school-related events is subject to approved student discipline regulations. **Students are also subject to discipline, as outlined in the Student Code of Conduct for misbehavior that occurs off school property when the misbehavior endangers the health and safety of students within the District or adversely affects the education process.** The Superintendent/designee develops regulations that establish strategies ranging from prevention to intervention to address student misbehavior, **and provides continuing instruction in dating violence prevention in health education courses in grades 7 through 12.**

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

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

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

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

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

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

Circumstances in Which Student Discipline is Appropriate

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

- ~~1. while in school, on school grounds, or in sight of school premises during, immediately before or immediately after school hours (including schools where the student is not in attendance);~~
- ~~2. while on school-owned, leased or operated buses or vehicles;~~

- ~~3. while waiting at school bus stops, walking to and from school bus stops or walking to and from school;~~
- ~~4. while engaged in or attending school-related activities whether on or off school grounds;~~
- ~~5. while on school grounds, at any time when school premises are being used by the school or by school-related groups;~~
- ~~6. while engaging in any conduct which directly affects the good order, morale, management and welfare of the school and~~
- ~~7. any conduct directed at a District official or employee or the property of such official regardless of where it occurs.~~

Serious Criminal Offenses

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

~~Serious physical harm to persons means any of the following:~~

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

Adoption Date: May 23, 2002

Revision Date: May 22, 2006

Revision Date:

Legal Refs.: **Gun-Free Schools Act; 20 USC 8921**
The Elementary and Secondary Education Act; 20 USC 1221 et seq.
Children's Internet Protection Act; (P.L. 106-554, HR 4577, 2000, 114 Stat 2763)
ORC 3313.20; 3313.534; 3313.66; 3313.661; 3313.662
OAC 3301-35-03

Cross Refs.: ~~ABC, Student Involvement in Decision Making (Also JFB)~~
~~JFCJ, Dangerous Weapons in the Schools~~ **ECAB, Vandalism**
EDE, Computer/Online Services EBC, Emergency/Safety Plans
JFCK, Use of Electronic Communication Equipment by Students
AC, Nondiscrimination JFCA, Student Dress Code
~~JFCEA, Gangs~~ JG, all subcodes
JFCF, Hazing and Bullying **JGA, Corporal Punishment**
JGDA, Emergency Removal of Student **JGD, Student Suspension**
JGE, Student Expulsion Student Handbooks

File: JFCF
HAZING AND BULLYING

Hazing means doing any act or coercing another, including the victim, to do any act of ~~intimidation~~ **initiation into** any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person.

Throughout this policy the term bullying is used in place of harassment, intimidation and bullying.

Bullying, **harassment and intimidation** is an intentional written, verbal 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 both mental and/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 or at a school-sponsored activity.**

Permission, consent or assumption of risk by an individual subjected to hazing, ~~and/or bullying~~ **and/or dating violence** does not lessen the prohibition contained in this policy.

The District includes, within the health curriculum, age-appropriate instruction in dating violence prevention education in grades 7 to 12. This instruction includes recognizing warning signs of dating violence and the characteristics of healthy relationships.

Prohibited activities of any type, including those activities engaged in via computer and/or electronic communications devices, are inconsistent with the educational process and are prohibited at all times. No administrator, teacher, or other employee of the District shall encourage, permit, condone or tolerate any hazing and/or bullying activities. No students, including leaders of student organizations, are permitted to plan, encourage or engage in any hazing and/or bullying.

Administrators, teachers, and all other District employees are particularly alert to possible conditions, circumstances or events that might include hazing, ~~and/or bullying~~ **and/or dating violence**. ~~If any of the prohibited behaviors are planned or hazing and/or bullying or planned hazing and/or bullying is discovered, involved students are informed by the discovering District employee of the prohibition contained in this policy and are required to end all such hazing and/or bullying activities immediately.~~ All hazing, ~~and/or bullying~~ **and/or dating violence** incidents are reported immediately to the ~~Principal~~ **Superintendent/designee** and appropriate discipline is administered.

The Superintendent/designee must provide the Board President with a semiannual written report of all verified incidents of hazing and/or bullying and post the report on the District's website.

The administration provides training on the District's hazing and bullying policy to District employees and volunteers who have direct contact with students. Additional training is provided to elementary employees in violence and substance abuse prevention and positive youth development.

District employees, students and volunteers have qualified civil immunity for damages arising from reporting an incident of hazing and/or bullying. Administrators, teachers, other employees and students who fail to abide by this policy may be subject to disciplinary action and may be liable for civil and criminal penalties in compliance with State and Federal law.

No one is permitted to retaliate against an employee or student because he/she files a grievance or assists or participates in an investigation, proceeding or hearing regarding the charge of hazing and/or bullying of an individual.

~~The Board directs the Superintendent/designee to develop procedures to comply with this policy.~~

Adoption Date:	May 23, 2002	Revision Date:	September 22, 2008
Revision Date:	August 24, 2005	Revision Date:	April 27, 2009
Revision Date:	March 19, 2007	Revision Date:	
Legal Refs.:	ORC 117.53; 2307.44; 2903.31; 3301.22; 3313.666; 3313.667; 3314.03; 3319.073		
Cross Refs.:	AC, Nondiscrimination	JFC, Student Conduct (Zero Tolerance)	
	EDE, Computer/Online Services	JFCEA, Gangs	
	IGAE, Health Education	JHG, Reporting Child Abuse	
	IIBH, District Website Publishing	Student Handbook	
	JFCK, Use of Electronic Communications Equipment by Students		

File: JFCF-R
HAZING AND BULLYING
(Harassment, Intimidation and Dating Violence)

NEW POLICY

The prohibition against hazing, dating violence, harassment, intimidation or bullying is publicized in student handbooks and in the publications that set the standard of conduct for schools and students in the District. In addition, information regarding the policy is incorporated into employee handbooks and training materials.

School Personnel Responsibilities and Complaint Procedures

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 bullying and/or dating violence means any intentional written, verbal, graphic or physical acts, including electronically transmitted acts, either overt or covert, by a student or group of students toward other students/school personnel with the intent to haze, harass, intimidate, injure, threaten, ridicule or humiliate. Such behaviors are prohibited on or immediately adjacent to school grounds, at any school-sponsored activity; in any District publication; through the use of any District-owned or operated communication tools, including but not limited to District e-mail accounts and/or computers; on school-provided transportation or at any official school bus stop.

Hazing, bullying and/or dating violence can include many different behaviors. Examples of conduct that could constitute prohibited behaviors include, but are not limited to:

1. physical violence and/or attacks;
2. threats, taunts and intimidation through words and/or gestures;
3. extortion, damage or stealing of money and/or possessions;
4. exclusion from the peer group or spreading rumors;
5. repetitive and hostile behavior with the intent to harm others through the use of information and communication technologies and other web-based/online sites (also known as “cyber bullying”), such as the following:
 - A. posting slurs on web sites, social networking sites, blogs or personal online journals;
 - B. sending abusive or threatening e-mails, web site postings or comments and instant messages;
 - C. using camera phones to take embarrassing photographs or videos of students and/or distributing or posting the photos or videos online and
 - D. using web sites, social networking sites, blogs or personal online journals, e-mails or instant messages to circulate gossip and rumors to other students.
6. excluding others from an online group by falsely reporting them for inappropriate language to Internet service providers.

In evaluating whether conduct constitutes hazing or bullying, special attention is paid to the words chosen or the actions taken, whether such conduct occurred in front of others or was communicated to others, how the perpetrator interacted with the victim and the motivation, either admitted or appropriately inferred.

Teachers and Other School Staff

Teachers and other school staff who witness acts of hazing, bullying and/or dating violence as defined above, promptly notify the building principal/designee of the event observed, and promptly file a written incident report concerning the events witnessed.

Teachers and other school staff who receive student or parent reports of suspected hazing, bullying and/or dating violence promptly notify the building principal/designee of such report(s). If the report is a formal, written complaint, the complaint is forwarded to the building principal/designee no later than the next school day. If the report is an informal complaint by a student that is received by a teacher or other professional employee, he/she prepares a written report of the informal complaint that is forwarded to the building principal/designee no later than the next school day.

Complaints

1. Formal Complaints

Students and/or their parents or guardians may file reports regarding suspected hazing, harassment, intimidation, bullying and/or dating violence. The reports should be written. Such written reports must be reasonably specific including person(s) involved; number of times and places of the alleged conduct; the target of suspected harassment, intimidation and/or bullying and the names of any potential student or staff witnesses. Such reports may be filed with any school staff member or administrator. They are promptly forwarded to the building principal/designee for review and action.

2. Informal Complaints

Students, parents or guardians and school personnel may make informal complaints of conduct that they consider to be harassment, intimidation and/or bullying by verbal report to a teacher, school administrator or other school personnel. Such informal complaints must be reasonably specific as to the actions giving rise to the suspicion of hazing, harassment, intimidation and/or bullying, including person(s) involved, number of times and places of the alleged conduct, the target of the prohibited behavior(s) and the names of any potential student or staff witness. The school staff member or administrator who receives the informal complaint promptly documents the complaint in writing, including the above information. This written report by the school staff member and/or administrator is promptly forwarded to the building principal/designee for review and action.

3. Anonymous Complaints

Students who make informal complaints as set forth above may request that their name be maintained in confidence by the school staff member(s) and administrator(s) who receive the complaint. The anonymous complaint is reviewed and reasonable action is taken to address the situation, to the extent such action (1) does not disclose the source of the complaint, and (2) is consistent with the due process rights of the student(s) alleged to have committed acts of hazing, bullying and/or dating violence.

Intervention Strategies

1. Teachers and Other School Staff

In addition to addressing both informal and formal complaints, school personnel are encouraged to address the issue of hazing, bullying and/or dating violence in other interactions with students.

School personnel may find opportunities to educate students about harassment, hazing, intimidation and bullying and help eliminate such prohibited behaviors through class discussions, counseling and reinforcement of socially appropriate behavior. School personnel should intervene promptly whenever they observe student conduct that has the purpose or effect of ridiculing, humiliating or intimidating another student/school personnel, even if such conduct does not meet the formal definition of harassment, hazing, intimidation or bullying.

2. Administrator Responsibilities

A. Investigation

The principal/designee is notified of any formal or informal complaint of suspected harassment, hazing, intimidation or bullying. Under the direction of the building principal/designee, all such complaints are investigated promptly. A written report of the investigation is prepared when the investigation is complete. The report includes findings of fact, a determination of whether acts of hazing, bullying and/or dating violence were verified, and when prohibited acts are verified, a recommendation for intervention, including disciplinary action, is included in the report. Where appropriate, written witness statements are attached to the report.

Notwithstanding the foregoing, when a student making an informal complaint has requested anonymity, the investigation of such complaint is limited as is appropriate in view of the anonymity of the complaint. Such limitation of the investigation may include restricting action to a simple review of the complaint (with or without discussing it with the alleged perpetrator), subject to receipt of further information and/or the withdrawal by the complaining student of the condition that his/her report be anonymous.

B. Non-disciplinary Interventions

When verified acts of hazing, bullying and/or dating violence are identified early and/or when such verified acts do not reasonably require a disciplinary response, students may be counseled as to the definition of the behavior, its prohibition and their duty to avoid any conduct that could be considered harassing, hazing, intimidating and/or bullying.

If a complaint arises out of conflict between students or groups of students, peer mediation may be considered. Special care, however, is warranted in referring some cases to peer mediation. A power imbalance may make the process intimidating for the victim and therefore inappropriate. The victim's communication and assertiveness skills may be low and could be further eroded by fear resulting from past intimidation and fear of future intimidation. In such cases, the victim should be given additional support. Alternatively, peer mediation may be deemed inappropriate to address the concern.

C. Disciplinary Interventions

When acts of harassment, intimidation and bullying are verified and a disciplinary response is warranted, students are subject to the full range of disciplinary consequences. Anonymous complaints that are not otherwise verified, however, cannot provide the basis for disciplinary action.

In and out-of-school suspension may be imposed only after informing the accused perpetrator of the reasons for the proposed suspension and giving him/her an opportunity to explain the situation.

Expulsion may be imposed only after a hearing before the Board of Education, a committee of the Board or an impartial hearing officer designated by the Board of Education in accordance with Board policy. This consequence is reserved for serious incidents of harassment, intimidation or bullying and/or when past interventions have not been successful in eliminating prohibited behaviors.

Allegations of criminal misconduct are reported to law enforcement, and suspected child abuse is reported to Child Protective Services, per required timelines.

Report to the Parent or Guardian of the Perpetrator

If, after investigation, acts of harassment, intimidation and bullying by a specific student are verified, the building principal/designee notifies the parent or guardian of the perpetrator, in writing, of that finding. If disciplinary consequences are imposed against such student, a description of such discipline is included in such notification.

Strategies are developed and implemented to protect students from additional harassment, intimidation or bullying, and from retaliation following reporting of incidents.

Reports to the Victim and His/Her Parent or Guardian

If, after investigation, acts of bullying or hazing against a specific student are verified, the building principal/designee notifies the parent/guardian of the victim of the finding. In providing such notification, care must be taken to respect the statutory privacy rights of the perpetrator.

Bullying matters, including the identity of both the charging party and the accused, are kept confidential to the extent possible. Although discipline may be imposed against the accused upon a finding of guilt, retaliation is prohibited.

School administrators shall notify both the parents of a student who commits acts of harassment, intimidation, bullying and/or dating violence and the parents or guardians of students against whom such acts were committed, and shall allow access to any written reports pertaining to the incident, to the extent permitted by law.

Police and Child Protective Services

In addition to, or instead of, filing a complaint through this policy, a complainant may choose to exercise other options including, but not limited to, filing a complaint with outside agencies or filing a private lawsuit. Nothing prohibits a complainant from seeking redress under any other provision of the Ohio Revised Code or common law that may apply.

The District must also investigate incidents of hazing, bullying and/or dating violence for the purpose of determining whether there has been a violation of District policy or regulations, even if law enforcement and/or the public children's services are also investigating.

All District personnel must cooperate with investigations by outside agencies.

Adoption Date:

File: JGA
CORPORAL PUNISHMENT

~~No person employed by or representative acting on behalf of the Board of the District may inflict or cause to be inflicted corporal punishment as a means of discipline upon a student.~~

~~School employees/school representatives may use and apply such amount of force and restraint as is reasonable and necessary to quell a disturbance threatening physical injury to others, to obtain possession of weapons or other dangerous objects upon the person or within the control of the student or for the protection of persons or property. The use of restraint as defined herein shall not be considered corporal punishment. School employees/school representatives must be comfortable in using whatever reasonable measures are appropriate to maintain the health, safety and welfare of their students.~~

~~This policy applies to all representatives of the Board including but not limited to volunteers, student teachers and chaperones.~~

Corporal punishment is prohibited and shall not be used as a form of discipline in the District. The Board expects the administration, faculty and staff to use other forms of discipline, counseling and referral, including communication and meetings with the parents to promote appropriate, positive behavior.

A student who fails to comply with established school rules or with any reasonable request made by school personnel on school property and/or at school-related events are dealt with according to approved student discipline regulations.

Teachers, principals, administrators and support staff are authorized by law to use, within the scope of their employment, "such amount of force and restraint as is reasonable and necessary to quell a disturbance threatening physical injury to others, to obtain possession of weapons or other dangerous objects, for the purpose of self-defense or for the protection of persons or property."

Adoption Date: May 23, 2002

Revision Date:

Legal Refs.: ORC 2903.11; 3313.20; 3319.41

Cross Refs.: ECAB, Vandalism
IGAG, Teaching About Drugs, Alcohol, Tobacco
JFC & JFC-R, Student Conduct
JG, Student Discipline
Student Handbook

File: JHG
REPORTING CHILD ABUSE

All employees of the District who know or **have reasonable cause to** suspect that a child under 18 years of age or a disabled child under 21 years of age has suffered, or is suffering **or faces a threat of suffering** any type of abuse or neglect are required to immediately report such information to the Public Children Services Agency or the local law enforcement agency.

To ensure prompt reports, procedures for reporting are made known to the school staff. A person who participates in making such reports is immune from any civil or criminal liability, provided the report is made in good faith.

The Board ~~hereby~~ directs the Superintendent/designee to develop a program of in-service training in child abuse prevention for all ~~elementary school~~ nurses, teachers, counselors, school psychologists and administrators. This program is developed in consultation with public or private agencies or persons involved in child abuse prevention or intervention programs.

Each person employed by the Board to work as ~~an elementary school~~ a nurse, teacher, counselor, school psychologist or administrator shall complete at least four hours of in-service training in **the prevention of** child abuse ~~prevention~~, violence and substance abuse, **school safety** and the promotion of positive youth development within two years of commencing employment with the district, and every five years thereafter.

In addition, middle and high school employees who work as teachers, counselors, nurses, school psychologists and administrators must receive training in dating violence prevention. The curriculum for training in dating violence prevention is developed by the Superintendent/designee and training must occur within two years of commencing employment and every five years thereafter.

Conversely, public children's services agencies must notify the Superintendent of any allegations of child abuse and neglect reported to them involving the District, as well as the disposition of the investigation.

Adoption date:	May 23, 2002	Revision Date:	September 22, 2008
Revision Date:	September 16, 2004	Revision Date:	

Legal Refs.: ORC 2151.011; 2151.421; 3313.662; **3313.666**; 3319.073

Cross Refs.:	EB, Safety Program	EBC, Emergency/Safety Plans
	IGAE, Health Education	JHF, Student Safety
	JFCF, Hazing and Bullying (Harassment, intimidation and Dating Violence)	

File: JN
STUDENT FEES, FINES AND CHARGES

Materials Fees

Students enrolled in District schools are furnished basic textbooks without cost. However, a fee for consumable materials and supplies used in the instructional program is established at the beginning of each school year and may vary as the cost of materials and supplies fluctuates. Such fees are to be deposited in the rotary operating funds of the Board to defray the cost of the materials and supplies.

The Board directs the Superintendent/designee to prepare a schedule of fees for materials to be used in courses of instruction and a schedule of charges that may be imposed for damage to school property.

~~If the District receives Disadvantaged Pupil Impact Aid funds, it cannot charge a student recipient of Aid to Dependent Children or Disability Assistance~~ **The district does not charge students eligible for free lunch under the National School Lunch Act or Child Nutrition Act** a fee for any materials needed to participate fully in a course of instruction. **This exception only applies to recipients of free lunch, not students who receive reduced-price lunch.** This provision does not apply to extra-curricular activities and student enrichment programs that are not a course of instruction.

Fines

When school property, equipment or supplies are damaged, lost or taken by individuals, a fine is assessed. The fine is reasonable, seeking only to compensate the school for the expense or loss incurred. **Free lunch eligibility does not exempt a student from paying fines for damage to school property.**

The late return of borrowed books or materials from the school libraries is subject to appropriate fines.

All fines collected are sent to the CFO/Treasurer for deposit in the General Fund of the Board.

Please note the school district will assess a \$30 fee for any check returned because of non-sufficient funds, stop payment, or account closure. This fee will be in addition to the amount of the returned check.

Subsequent payments to settle delinquent accounts will only be accepted in the form of cash, money order, or bank certified funds. The school district will not accept further personal checks until the above debt has been satisfied.

Collection of Student Fees and Fines

The administration may establish regulations for the collection of student fees and fines.

~~No diploma shall be delivered to a graduating senior nor shall any transcripts be~~ **Grades and credits are not** made available to any student, graduate or to any requesting same on his/her behalf until all fees and fines have been paid in full. Participation in extracurricular field trips will not be permitted unless payment has been received. Students will be prohibited from participating in commencement exercises unless payment has been received.

~~The criteria utilized for the determination of financial need will be eligibility for free or reduced lunch through the District's food service program. A waiver of confidentiality free/reduced lunch program form must be completed before a student's fee will be waived or reduced.~~

Collection Process

1. The principal will advise parents of fees due at the beginning of the school year.
2. The principal and Treasurer will establish a collection process for unpaid fees and fines. **The first week of October, the Principal may send a letter from the Treasurer and an invoice to parents of students with outstanding fees and fines.**
3. A payment schedule may be arranged at the building level with full payment to be received by June 15.

Adoption Date: May 23, 2002

Revision Date: September 16, 2004

Revision Date:

Legal Refs.: ORC 3313.642; 3329.06

National School Lunch Act of 1946, 42 USC 1751

Child Nutrition Act of 1966, 42 USC 1771

Cross Refs.: IGCB, Experimental Programs

IGCD, Educational Options (Also LEB)

BOE MEETING REMARKS – Nate Cross / May 24, 2010

As we all know, in our most recent election, a majority of those that voted on May 4th approved an \$84 million-dollar bond issue as part-one of a two-phase project that will now allow us to begin to address our facility deficiencies.

Needless to say, there are many champions that evolved during this election, and during the past 28 month process. Everyone involved in this effort are worthy of note, especially for their leadership on this issue. However, the real winners are the children, our community, and the democratic process.

Let me first begin by congratulating the obvious players.

Dr. Dan Keenan – For your guidance, leadership and vision; along with Dave Puffer, Mark Pepara and the rest of the administrative & teaching staff – as you all did a tremendous job advocating for study and passage of this issue. Dr. Keenan, we are lucky to have you at the helm. You clearly are the right guy at the right time!

Cathy Axcell, Joe Kraft & The Entire “Campaign Team” – A special “tip of the hat” is extended to Kathy Axcell for her leadership assembling an outstanding campaign team. A special debt of gratitude is also owed to Joe Kraft for his efforts raising funds for this effort, along with the countless others who served on the various campaign committees. To all those that committed themselves to this effort, congratulations for a job well done!

BOE Colleagues: Tom Mays, Andrea Rocco & Carol Winters – for their leadership, vision, conviction and belief in their position -- on behalf of those they were elected to serve. Even when a vote to place this issue on the ballot became contentious, you each individually and collectively stuck by your beliefs – which I fully respect.

The Voters – to all those that took the time to become informed, and vote their conscience (whether for or against this issue) -- your participation in this election is a true celebration of the democratic process.

I would also like to commend my other colleague, Tim Sullivan. While I will not, nor do I need to speak for him -- like me -- he voted against *placement of this issue on the ballot*, for reasons that are now part of the official record.

What should be remembered by everyone, despite one's particular view on this matter, is that both Tim and I -- once a vote was taken by the BOE -- ultimately agreed to support the democratic process and the "will of the majority" to allow voters to decide this issue for themselves; without any active, direct or indirect opposition to this measure. In this respect, we kept our word.

In the true spirit of the democratic process, I feel good about these decisions, because I believe it is healthy to have divergent views on this board (as everyone in this community deserves representation) -- so long as we don't become too disagreeable, or become disrespectful of one another. In my estimation, this divergence of opinion ultimately strengthens our board (within the confines of the democratic process); and in this particular instance, legitimized the facilities process & bond vote.

And, just as I have been respectful of the rights of my colleagues on the BOE to express their views and represent their constituency (even if I disagreed with their views) -- I too hope I am afforded the same courtesy so that I can continue to speak out for those that either voted against this measure; for those that did not vote on May 4th; or for everyone else in this community that pay taxes -- all of whom will now finance this project.

However, now that voters have spoken, and while others may still find this issue emotionally charged, it is important to point out and remind everyone that it is now time to collectively move forward with a positive tone, in a respectful manner -- especially in terms of how we conduct ourselves relative to the many important issues that lay ahead.

Clearly, the real work begins now. We have an excellent opportunity to address our facility deficiencies once and for all. To accomplish this important objective, we must consistently remind ourselves of the charge entrusted upon us by those that voted in favor of this issue, or for those that didn't support this measure -- and the obligation we have to *all taxpayers*.

Our goal should be nothing less than to do this right, on time and under budget.

Again, congratulations to the countless many that had an impact toward passage of this important bond issue. As always, I stand ready and willing to work in a productive fashion with my colleagues, and all those involved -- for the sake of our children, and our community.