

**GARFIELD HEIGHTS BOARD OF EDUCATION
GARFIELD HEIGHTS, OHIO**

**RECORD OF PROCEEDINGS
Minutes – Regular Board Meeting
November 15, 2010**

The Board of Education of the Garfield Heights City School District met in Regular session on Monday, November 15, 2010, at Garfield Heights Middle School at 6:30 p.m. with Mr. Robert A. Dobies, Sr., President of the Board, presiding.

ROLL CALL

Present : Mr. Dobies, Mrs. Kitson, Mrs. Geraci, Mr. Juby, Mr. Wolske
Absent: None

MOMENT OF SILENT REFLECTION & PLEDGE OF ALLEGIANCE

ADOPTION OF AGENDA

Moved by Mr. Juby, seconded by Mr. Wolske to adopt agenda as presented.

Ayes: Juby, Wolske, Geraci, Kitson, Dobies
Nays: None

READING AND APPROVAL OF MINUTES

Moved by Mr. Juby, seconded by Mrs. Geraci to approve the minutes of:
Regular Board Meeting of October 18, 2010
Special Board Meeting of November 4, 2010
Special Board Meeting of November 5, 2010

Ayes: Juby, Geraci, Kitson, Wolske, Dobies
Nays: None

BOARD PRESIDENT'S REPORT

Mr. Dobies welcomed all in attendance to the Middle School.

I would like to remind those in attendance you must sign in if you wish to speak in front of the Board. You have the opportunity to speak on agenda items prior to the Board taking action on the matters at hand. You also have the opportunity to make remarks on non-agenda items at the end of business matters. In both cases you will be allotted three minutes to make your presentation. Thank you.

I hope all enjoyed the tour last month of the construction work going on at Elmwood and Mrs. Saxton's report on the academic progress and programming. We send our thanks to Mrs. Saxton and her staff for their hospitality. I know everyone enjoyed the presentation on the overview of daily operations during construction. It was very enlightening.

During this evening's meeting we will hear updates on the following:

- Mr. Bob Fiala (TDA, Inc.) and Mr. Pete Devine (PCS) will give us an update on our building projects.
- Mr. Chris Hanke, Principal, will give us a brief overview of the Learning Center.
- Mr. Joe Nicklos, Principal, will update us on Garfield Heights Middle School

Like many of you I experienced a myriad of feelings on Election Day. I believed this was another unified effort by the Board, administrators, and staff to show we have continually listened to the concerns of the District by cutting back and reorganizing to help ensure the district remains fiscally sound and to continue to progressively move forward to benefit the education of our children. I want the citizens to know that we are responsible to balance the budget annually by law. We will continue to do what's necessary to accomplish this task.

With the defeat of the levy, the Board met in two special meetings on November 4th and November 5th to determine if we should move forward with another levy attempt in February. You may ask how we can attempt another levy when it went down soundly. The need is here NOW. If we are to maintain the educational standards, remain committed to broadening our curriculum, and retain the best and brightest teachers to develop our children's fullest potential, it becomes our responsibility to fulfill the needs of this district for the needs of our children.

The District and the community as a whole have high academic expectations for our children and for the District remaining fiscally balanced. The community also carries expectations for outside school needs such as extracurricular, facility use for outside programming and meetings, and needs of the community in general. We continually service those needs to the best of our abilities while not affecting our costs.

To meet those obligations, funding is critical. If the funding falls below what we endure then we have to resort to asking for additional financial support or to cut back. If cut backs occur, they will definitely affect the progress that has been achieved.

I stated last month that the State of Ohio, which provides fifty-five percent of our funding, will be eight billion dollars in deficit. We have Governor Kasich coming in who has already indicated that Governor Strickland's plan will be scrapped and a potential of ten to fifteen percent may be cut from school funding. Where is this going to leave us along with the other school districts in the near future? Most likely Mr. Sluka will be addressing the five-year forecast sooner than required and I would predict the deficit would broaden.

It has been brought to our attention that a smaller millage levy should be put forward to remedy the forthcoming deficit situation. People may be willing to pay a smaller portion to ease their individual burden. Many scenarios have been discussed between the Board and administration. If we would move in that direction, it would unfortunately not cover the costs the district is encompassing and will encompass in the future.

Mr. Dobies asked Mr. Sluka to give a brief overview at that time or during his report of how a lesser millage rate effects the cost measure to the citizens and the value the district would get from that and how it effects the long term.

At this time, Mr. Sluka gave an explanation as to why the district cannot reduce the levy millage.

The defeat of the 8.9 mil levy would have given the district the opportunity to fulfill its obligations for the next five years; and possibly with continuing efforts of belt tightening move us into a sixth year without seeking new revenue. Going forth with the same 8.9 millage levy in February will now only take our district forward for the next three years. This needs to be done.

I can assure the citizens that we earnestly try and look at resolves with minimal impact to our community. As you know the, the alternatives as to raising funds are limited for school districts. We will have additional opportunities down the road to try and secure additional funds. The longer we wait the more difficult it remains to continue to operate on terms we all expect and count on today. As we see it, in the near future (next year) much of what we will be able to offer and how we will be able to operate will definitely be affected. This is not a scare tactic. This is reality.

Those that remain in the frame of mind that this district does not need additional funding will soon see the impact of that negativity. What's the old saying? "Be sure of what you ask for, because it may really not be what you want." The impact of balancing the budget remains to be seen. I would venture to say that it will not be met kindly by most. There will be an anxiety felt amongst all because of the direction given to this Board and administration with the downfall of the levy.

What we have learned again is the majority of people have spoken. As a Board we will take the direction given to us. As a Board we will guarantee that the budget will continue to be balanced and provide the best educational opportunities for our children. This District will not move into fiscal emergency.

I remain confident that with the makeup of the Board we have in place and our administrative team that the uncompromising decisions that will be presented to us will be made because we act in a forthright manner. As always, we will continue to do what's best for our students, staff, and community because that is what we do best.

To those who remain hesitant or undecided as to the District's needs, continue to ask questions to satisfy your needs for understanding. Please also fully understand what our dilemma presents to the District and our community at this time. There is a reliable continuous process of checks and balances to ensure monies are used to gain the most within the District. We have continually brought forth the financial conditions over the years saying what would be forthcoming. For someone to say, "We didn't know", I would have to respectfully disagree.

I think because as a district we have been frugal in stretching our funding to the degree we have, the understanding of where we truly are today is not fully realized. The measures that have been taken over the years with loss of programming, cut backs, employee lay-offs have really not valued. The effect has been basically minimal and fairly easy to accept on an individual basis.

I continue to ask all too please remain optimistic. Thank you for all you do. WE can only move forward as a "TEAM EFFORT". If we move forward as a TEAM, we will meet our aspirations.

COMMITTEE REPORTS

Cuyahoga Valley Career Center – Mrs. Geraci – Attended a dinner meeting on November 4th with other member districts of the Cuyahoga Valley Career Center. The dinner was prepared by students of the Career Center.

OSBA has been hired to conduct a search for a new superintendent for the Career Center.

Curriculum & Instruction – Mrs. Kitson – No Report

Student Activities – Mr. Juby – No Report

Legislative Liaison – Mr. Wolske – No Report

City Liaison – Mr. Dobies – Personally thanked all who came out for the Halloween skate on October 30th. Over three hundred people attended and made an enjoyable evening out for families and friends. Thanks were given to the Old Timers Club for donating the funds for the purchase of candy treats for the children and to PS Awards for donating trophies. The Garfield Heights Hockey Boosters and the Munny Figure skating club were thanked for all the time donated helping with the event.

This past weekend the recreation center held the "Rising Stars Figure Skating Competition". The event brought over one hundred and forty competitors and well over three hundred fans for another fun filled weekend.

Signups for the December "Grab Bag" fitness classes are now taking place. During the hectic holiday season it allows people to take as many classes that can fit into their schedule during the month of December for a reduced rate. Identification cards are required (ten dollars for residents and thirty-five dollars for non residents) with a cost of twenty-two dollars for up to thirteen classes.

The week of Thanksgiving, November 26th, 27th, and 28th, the Munny Hockey Program will host the Annual Gold Cup Tournament which will bring in teams from all over Ohio as well as surrounding states and Canada. Mark your calendars for an exciting weekend.

Parent Involvement – Mrs. Kitson – PTA council will have an Applebee's Fundraiser November 16th from 4:00 p.m to 9:00 p.m. Fifteen percent of the purchases will be donated to PTA Council.

High School PTA will have a Krispy Kreme Donuts fundraiser this Friday before school. The High School PTA unit meeting is this Thursday at the High School.

On Friday, November 5th, the High School PTA provided a homemade breakfast of pancakes, French toast, and sausage to Middle School staff as part of a PTA membership challenge. In August the High School and Middle School PTAs challenged each other to get one hundred percent staff memberships for PTA. Middle School PTA achieved one hundred percent membership by September 30th and won the challenge.

Middle School students are collecting canned food from now until Tuesday, November 23rd to be donated to the Garfield Heights Senior Center and a local Middle School family in need during the holiday season. Starting November 29th the Middle School Students will be collecting new and gently used toys and coats to be donated to local families in need. Students, staff and parents will wrap all gifts and Andy Hart from the High School will pick up the toys and coats for distribution.

Middle School PTA currently has one hundred and twenty members. This is eighty more than last year. There is a parent membership challenge among homeroom classes. The goal of the challenge is to get one hundred new members in thirty days (the month of November). The class that gets at least ten new parents to join PTA will be treated to a pizza party courtesy of Mr. Nicklos.

The next Middle School PTA meeting will take place on Wednesday, November 17th. The Middle School staff will be providing dinner to all PTA members and their families in attendance that evening. Dinner will be at 5:30 p.m. in the Middle School cafeteria and the meeting will start at 6:30 p.m. Activities will be available for all children of all ages in attendance with staff and National Junior Honor Society students supervising activity rooms.

Community Liaison to Faith Based Initiatives – Mr. Wolske – No Report

At this time, Mr. Dobies answered an email that made its way to him from a Mr. Robert Kinzig. The emailer asked the school board to tell the residents where the money is coming from to put on a special election in February. Mr. Dobies responded by telling the audience that the money was coming from the General Fund because its needed and as we look at it, it's an investment in our students future.

PRESENTATION

Mr. Bob Fiala of TDA, Inc. and Mr. Pete Devine of PCS gave the Board and public an update on the status of the Elmwood and Maple Leaf OSFC projects.

RECOGNITIONS/COMMENDATIONS

None

SUPERINTENDENT'S REPORT

Mr. Joe Nicklos gave the Board an overview on what is happening at the Middle School and the Student Leadership team, Jacy Todorovich, Tabitha Trowbridge, and Jessica Neundorf, talked about some of the exciting things happening at the Middle School. Mr. Chris Hanke gave a presentation on what is happening at The Learning Center. Mr. Tate, parent, addressed the Board on what The Learning Center did for his son.

REMARKS FROM THE PUBLUC REGARDING AGENDA ITEMS

None

REPORTS AND RECOMMENDATIONS OF THE TREASURER

Moved by Mr. Juby, and seconded by Mr. Wolske to approve the financials for October 2010, as presented in Exhibit "A"

Ayes: Juby, Wolske, Geraci, Kitson, Dobies
Nays: None

Moved by Mr. Juby, seconded by Mr. Wolske to approve the Position Bond effective January 1, 2011 through December 31, 2011, as presented in Exhibit "B".

Ayes: Juby, Wolske, Geraci, Kitson, Dobies
Nays: None

Moved by Mr. Juby, seconded by Mr. Wolske to approve the request of advances of all tax revenues collected in the year 2011.

Ayes: Juby, Wolske, Geraci, Kitson, Dobies
Nays: None

RECOMMENDATIONS OF THE BOARD OF EDUCATION

RECOMMENDATIONS OF THE SUPERINTENDENT TO THE BOARD

PERSONNEL:

Moved by Mr. Juby, seconded by Mrs. Geraci to approve stipends for the following certified staff members who participated in Family Math Night at William Foster Elementary School. Each staff member will receive a stipend of \$50 paid through Title I grand Funding

Cheryl Dettling
Liz D'Amico
Lisa Granfors
Joan Frognowski

Carolyn Angello
Kylene Davis
Dana Mulligan
Erica Kestner

Emily Bowers
Heather Butzer
Janet Zielinski

Ayes: Juby, Geraci, Kitson, Wolske, Dobies
Nays: None

Moved by Mr. Juby, seconded by Mrs. Geraci to approve the following classified staff for the 2010-2011 school year:

Name	Position	Hours	Exp.
Rose Armelli	Middle School Attendance Sec.(Eff. 11/18/10)	7	3
Mary Jo Dorsey	High School Cafeteria	6	7
Shamar Freney	Maple Leaf Housekeeper	6	0

Ayes: Juby, Geraci, Kitson, Wolske, Dobies

Nays: None

Moved by Mr. Juby, seconded by Mrs. Geraci to approve winter sports supplemental appointments for the 2010-2011 school year as follows:

Name	Supplemental Position
Steven DiMichele	Assistant Wrestling Coach - Middle School
Steve Bodnovich	Assistant Wrestling Coach - High School

Ayes: Juby, Geraci, Kitson, Wolske, Dobies

Nays: None

Moved by Mr. Juby, seconded by Mrs. Geraci to approve the leave of absences.

Ayes: Juby, Geraci, Kitson, Wolske, Dobies

Nays: None

Moved by Mr. Juby, seconded by Mrs. Geraci to accept the resignation for Elizabeth Staraitis, Attendance Secretary at the Middle School, due to refusal of recall rights to previously held position.

Ayes: Juby, Geraci, Kitson, Wolske, Dobies

Nays: None

Moved by Mr. Juby, seconded by Mrs. Geraci to accept the resignation/termination of Michael Braddock, Housekeeper at Maple Leaf, effective immediately due to insufficient employee required documentation.

Ayes: Juby, Geraci, Kitson, Wolske, Dobies

Nays: None

Moved by Mr. Juby, seconded by Mrs. Geraci to accept the removal of the name Kathy Kennedy as the 7/8 grade Girls' Basketball coach for the Middle School and replace it with Kathy Mayfield.

Ayes: Juby, Geraci, Kitson, Wolske, Dobies

Nays: None

Moved by Mr. Juby, seconded by Mrs. Geraci to accept the supplemental resignation of David Smith, Assistant Wrestling Coach at the High School, effective October 26, 2010.

Ayes: Juby, Geraci, Kitson, Wolske, Dobies
Nays: None

Moved by Mr. Juby, seconded by Mrs. Geraci to approve suspension days without pay for employee discipline.

Ayes: Juby, Geraci, Kitson, Wolske, Dobies
Nays: None

Moved by Mr. Juby, seconded by Mrs. Geraci to accept the supplemental resignation for Brad Wilson, Head Varsity Golf Coach, effective November 9, 2010.

Ayes: Juby, Geraci, Kitson, Wolske, Dobies
Nays: None

POLICY

Moved by Mrs. Geraci, seconded by Mrs. Kitson to approve the Board Policy updates for adoption as presented in Exhibit "C".

Ayes: Geraci, Kitson, Juby, Wolske, Dobies
Nays: None

CONTRACTS:

Moved by Mrs. Geraci, seconded by Mr. Wolske to approve the service agreement between Garfield Heights City Schools and ASG Education Services, LLC to provide alternative educational services for the 2010-2011 school year for students on Individualized Education Programs.

Ayes: Geraci, Wolske, Juby, Kitson, Dobies
Nays: None

Moved by Mrs. Geraci, seconded by Mr. Wolske to approve Home Tutoring Solutions for SES tutoring services, not to exceed \$1,308.38 per qualifying student, for the 2010-2011 school year through Title I grant funding.

Ayes: Geraci, Wolske, Juby, Kitson, Dobies
Nays: None

Moved by Mrs. Geraci, seconded by Mr. Wolske to approve North Coast Education Services for SES tutoring services, not to exceed \$1,308.38 per qualifying student, for the 2010-2011 school year through Title I grant funding.

Ayes: Geraci, Wolske, Juby, Kitson, Dobies
Nays: None

Moved by Mrs. Geraci, seconded by Mr. Wolske to approve Sylvan Learning Center for SES tutoring services, not to exceed \$1,308.28 per qualifying student, for the 2010-2011 school year through Title I grant funding.

Ayes: Geraci, Wolske, Juby, Kitson, Dobies
Nays: None

Moved by Mrs. Geraci, seconded by Mr. Wolske to approve Cuyahoga County Educational Service Center for SES services, not to exceed \$1,308.38 per qualifying student, for the 2010-2011 school year through Title I grant funding.

Ayes: Geraci, Wolske, Juby, Kitson, Dobies
Nays: None

Moved by Mrs. Geraci, seconded by Mr. Wolske to approve Knowledge College Inc. for SES services, not to exceed \$1,308.38 per qualifying student, for the 2010-2011 school year through Title I grant funding.

Ayes: Geraci, Wolske, Juby, Kitson, Dobies
Nays: None

RENTALS & FACILITY USAGES

None

MISCELLANEOUS

Moved by Mr. Juby, seconded by Mrs. Geraci to approve the bus routes and stops for the 2010-2011 school year and authorizes Transportation Director and/or Superintendent to make minor adjustments for reasons of safety and/or expediency, as presented in Exhibit "D".

Ayes: Juby, Geraci, Kitson, Wolske, Dobies
Nays: None

Moved by Mr. Juby, seconded by Mrs. Geraci to deem it necessary to transport students residing in the City of Garfield Heights, who attend non-public schools out of the district, within a thirty (30-minute radius), according to Ohio Revised Code. In lieu of transportation services, the Garfield Heights Board of Education shall pay the parent(s)/Guardian(s) of such pupils an amount of money calculated by the Ohio Department of Education for the 2010-2011 school year, after proof of attendance is verified by the administration of each school in May or June of 2011.

Ayes: Juby, Geraci, Kitson, Wolske, Dobies

Nays: None

REMARKS FROM THE PUBLIC REGARDING MISCELLANEOUS SCHOOL ITEMS

Mrs. Annette Deka asked about a rumor she heard that the High School was cutting the number of courses being offered and changing student schedules for next quarter. Mr. Olszewski who was in the audience stated that there was no truth to that rumor. Mrs. Reid also responded by saying that the district needs to balance the budget if the coming levy fails and how it may affect the number of course offerings at the High School and student schedules in the future.

ANNOUNCEMENT OF NEXT BOARD MEETING

Board of Education Regular Meeting – 6:30 p.m.

Monday, December 20, 2010

Maple Leaf Intermediate School

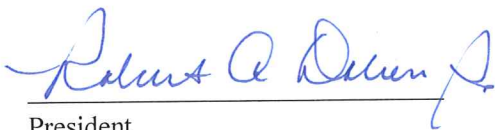
5764 Turney Road

Garfield Heights, Ohio 44125

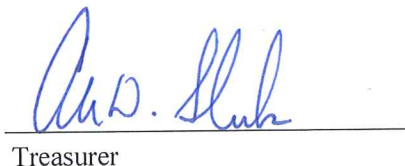
Moved by Mrs. Geraci, seconded by Mr. Wolske to adjourn the meeting at 7:25 p.m.

Ayes: Geraci, Wolske, Juby, Kitson, Dobies

Nays: None



President



Treasurer

For monthly financial information (Exhibit A) from this meeting, please check our website under Center for Finance.



OHIO SCHOOL BOARDS ASSOCIATION
Public Official Bond Program

POSITION BOND REQUEST

Please check one: New Bond Renewal of Expiring Bond Policy Change Cancellation

Date of Application _____ Policy # _____

School District Garfield Heights City School District

Address 5640 Briarcliff Drive County Cuyahoga

City Garfield Heights Telephone (216) 475-8100

Signature _____ Title Treasurer/CFO

Contact Name Allen D. Sluka

Home Address _____

REQUEST BOND LIMIT:

Position	# in each position	Bond amount	Rate per \$1,000	Individual Premium	Total Premium
Board President	1	\$20,000	x \$2.62	\$52.40	\$52.40
Superintendent	1	\$20,000	x \$2.62	\$52.40	\$52.40
Fiscal Office Supervisor	1	\$50,000	x \$2.62	\$131.00	\$131.00
Building / Athletic Secretaries	6	\$20,000	x \$2.62	\$52.40	\$314.40
Cafeteria Cashiers	6	\$20,000	x \$2.62	\$52.40	\$314.40

Total Premium \$864.60

Option 1: One Year Annual Prepaid

Total Premium _____

Option 2: Three Year Prepaid

Total Premium x 2.5 = _____

\$100 MINIMUM BOND PREMIUM (If annual premium is less than \$100 you may choose Option #2 to meet this criterion)

Effective Date: January 1, 2011

Expiration Date: December 31, 2011

MAIL PAYMENT AND APPLICATION TO:

Hylant Administrative Services
811 Madison Avenue
P. O. Box 2083
Toledo, OH 43603-2083

INSURANCE FRAUD WARNINGS:

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

PLEASE SEE PAGE 2 OF 2

Please complete this page for each person holding a Position Limit of \$75,000 or greater. If there is no Position \$75,000 or greater, do not complete this page.

INDEMNITY AGREEMENT

The undersigned Applicant and Indemnitor(s) all hereinafter called the Indemnitor(s) hereby certify that the foregoing declarations made and answers given, are the truth without reservation, and are made for the purpose of inducing TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA, One Tower Square, Hartford, Connecticut 06183 for itself and its affiliates, parents, and subsidiaries, hereinafter called Surety, to issue the bond(s) or undertaking(s) applied for and any renewal and increase of the same or of any bond(s) or undertaking(s) of similar nature given in substitution or renewal thereof (all comprehended in the word "bond(s)" or "undertaking(s)" as herein used). The Indemnitor(s) agree that the Surety may decline the Bond(s) applied for or may cancel or terminate same without incurring liability whatsoever to the Indemnitor(s). In consideration of the Surety executing said bond(s) or undertaking(s) or the forbearance of cancellation of any bond(s), the Indemnitor(s) do undertake and agree as follows:

To pay the Surety all premiums when due and annually in advance of each renewal thereafter, until the Indemnitor(s) shall serve upon the Surety, at its said office, competent written legal evidence, satisfactory to the Surety, of it being duly discharged from such bond or undertaking. Indemnitor(s) hereby expressly authorize Surety to access its credit records and to make such pertinent inquiries as may be necessary from third party sources for the following purposes: (a) to verify information supplied to Surety; (b) for underwriting purposes; and (c) upon establishment of a reserve, for debt collection. The Indemnitor(s) will at all times indemnify, and keep indemnified, the Surety, and hold and save it harmless from and against any and all damages, loss, costs, charges and expenses of whatsoever kind or nature, including counsel and attorney's fees, whether incurred under retainer or salary or otherwise, which it shall or may, at any time, sustain or incur by reason or in connection with furnishing any bond or undertaking. To deposit with the Surety on demand an amount sufficient to discharge any claim made against the Surety on the bond(s) or undertaking(s). This sum may be used by Surety to pay such claim or be held by Surety as collateral security against loss or cost on the bond(s) or undertaking(s).

Regardless of the date of signature(s), this indemnity agreement is effective as of the date of execution of aforementioned bond(s) or undertaking(s) and is continuous until Surety is satisfactorily discharged from liability pursuant to the terms and conditions contained herein.

Signed this _____ day of _____, _____.

X _____
Name of Applicant typed or printed here

X _____
Signature of Applicant

X _____
Social Security Number

X _____
Witness to Individual Signature

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

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REVISED POLICY - VOL. 29, NO. 1

**NONDISCRIMINATION AND
ACCESS TO EQUAL EDUCATIONAL OPPORTUNITY**

Any form of discrimination or harassment can be devastating to an individual's academic progress, social relationship and/or personal sense of self-worth. Therefore, the Board of Education will not discriminate nor tolerate harassment in its educational programs or activities for any reasons, including on the basis of religion, race, color, national origin, sex, disability, military status, ancestry, ~~or~~ age, **or genetic information**. Additionally, it will not discriminate in its employment policies and practices.

The Board is committed to providing an equal opportunity for all students, regardless of race, color, creed, disability, religion, gender, ancestry, age, national origin, place of residence within the boundaries of the District, or social or economic background, to learn through the curriculum offered in this District.

In order to achieve the aforesaid goal, the Board directs the Superintendent to:

A. Curriculum Content

review current and proposed courses of study and textbooks to detect any bias based upon race, color, gender, disability, religion, national origin, ancestry, or culture; ascertaining whether or not supplemental materials, singly or taken as a whole, fairly depict the contribution of both genders, various races, ethnic groups, etc. toward the development of human society;

B. Staff Training

develop an ongoing program of in-service training for school personnel designed to identify and solve problems of race, color, gender, religious, national origin, cultural, or other bias in all aspects of the program;

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C. Student Access

review current and proposed programs, activities, facilities, and practices to verify that all students have equal access thereto and are not segregated on the basis of race, color, creed, gender, disability, or national origin in any duty, work, play, classroom, or school practice, except as may be permitted under State and Federal laws and regulations;

D. District Support

verify that like aspects of the District program receive like support as to staff size and compensation, purchase and maintenance of facilities and equipment, access to such facilities and equipment, and related matters;

E. Student Evaluation

verify that tests, procedures, and guidance and counseling materials, which are designed to evaluate student progress, rate aptitudes, analyze personality, or in any manner establish or tend to establish a category by which a student may be judged, are not differentiated or stereotyped on the basis of race, color, creed, gender, or national origin.

The Superintendent shall appoint and publicize the name of the compliance officer whose responsibility it will be to coordinate the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination or denial of equal access. The Compliance Officer shall also verify that proper notice of nondiscrimination for Title II, Title VI, and VII of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and the Age Discrimination in Federal Assisted Programs Act is provided to students, their parents, staff members, and the general public.

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The Superintendent or designee shall annually attempt to identify children with disabilities, ages 3-22, who reside in the District but do not receive public education. In addition, s/he shall establish procedures to identify students who are Limited English Proficient (LEP), including immigrant children and youth, to assess their ability to participate in District programs, and develop and administer a program that meets the English language and academic needs of these students. This program shall include procedures for student placement, services, evaluation and exit guidelines and shall be designed to provide students with effective instruction that leads to academic achievement and timely acquisition of proficiency in English. As a part of this program, the District will evaluate the progress of students in achieving English language proficiency in the areas of listening, speaking, reading and writing, on an annual basis (see AG 2260F).

The Superintendent or designee shall prepare administrative guidelines as needed in furtherance of the proper implementation of this policy.

A.C. 3301-35-02(A)

R.C. 3301.0711, 3302.01, 3302.03, 3313.61, 3313.611, 3313.612, 3317.03

Fourteenth Amendment, U.S. Constitution

20 U.S.C. Section 1681, Title IX of Education Amendment Act

20 U.S.C. Section 1701 et seq., Equal Educational Opportunities Act of 1974

29 U.S.C. Section 794, Rehabilitation Act of 1973

42 U.S.C. Section 2000 et seq., Civil Rights Act of 1964

42 U.S.C. Section 2000ff et seq., The Genetic Information Nondiscrimination Act

42 U.S.C. 6101 et seq.

42 U.S.C. 12101 et seq., The Americans with Disabilities Act of 1990

29 C.F.R. Part 1635

34 C.F.R. Part 110 (7/27/93)

Vocational Education Program Guidelines for Eliminating Discrimination and Denial of Services, Department of Education, Office of Civil Rights, March 1979

Title III of the No Child Left Behind Act of 2001

Revised 6/24/08

Revised 8/18/08

policy

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REVISED POLICY - VOL. 29, NO. 1

EDUCATIONAL OPTIONS

The Board of Education recognizes the need to provide alternative means by which students achieve the goals of the District.

Educational options are learning experiences or activities that are designed to extend, enhance, supplement, or serve as an alternative to classroom instruction.

The Superintendent shall prepare a plan of educational options for use in meeting a **variety of student needs**. ~~special needs~~. Such options **will include the District's Credit Flexibility Plan** and may include, but not be limited to, distance learning, on-line coursework, tutorial programs, independent study, correspondence courses, educational travel, **project portfolios, internships**, mentorship programs, summer school, and early college entrance.

Prior approval of the educational option application (Form 2370 F1) by the Superintendent shall be required before a student participates in one (1) of the available educational options. Prior permission of a parent or guardian shall also be required before a student under age eighteen (18) participates in one (1) of the available educational options.

Participation in an educational option shall be in accordance with an instructional **and performance** plan which will be developed based on the individual student's needs. The instructional plan will include:

- A. instructional **and performance** objectives that align with District's curriculum requirements;
- B. a description of the criteria and method for assessing student performance;
- C. an outline of specific instructional activities, materials and learning environments.

Participation must be subject to the oversight of a credentialed teacher who will review the instructional plan **which may include**, ~~provide or supervise~~ **providing, supervising, or reviewing instruction or learning experiences**, and ~~the~~ **evaluate evaluation of student performance**.

Student performance shall be evaluated as either pass or fail, or by awarding letter grades relative to the instructional objectives set forth in the instructional plan.

policy

**BOARD OF EDUCATION
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Credit for approved educational options shall be assigned according to student performance relative to stated objectives of the approved instructional and performance plan and in accordance with District policy and established administrative guidelines.

The District shall communicate information and procedures related to credit flexibility and educational options available in the District to students, parents, and interested stakeholders.

~~Credit shall be granted to the student upon successful completion of the program. The credit shall be placed on the student transcript.~~

~~Credits earned from educational options may be counted toward graduation requirements in accordance with applicable State law and administrative code.~~

A.C. 3301-35-06(G)

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

**PROFESSIONAL STAFF
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REVISED POLICY - VOL. 29, NO. 1

**NONDISCRIMINATION AND
EQUAL EMPLOYMENT OPPORTUNITY**

The Board of Education does not discriminate on the basis of race, color, religion, national origin, sex, disability, military status, ancestry, or—age, **genetic information, or any other legally protected characteristic**, in its programs and activities, including employment opportunities.

The Superintendent shall appoint a compliance officer whose responsibility it will be to ensure that Federal and State regulations are complied with and that any inquiries or complaints are dealt with promptly in accordance with law. S/He shall also ensure that proper notice of nondiscrimination for Title II, Title VI, and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, Section 504 of the Rehabilitation Act of 1973, and the Age **Discrimination in Employment** Act is provided to staff members and the general public. Any sections of the District's collectively-bargained, negotiated agreements dealing with hiring, promotion, and tenure need to contain a statement of nondiscrimination similar to that in the Board's statement above. In addition, any gender-specific terms should be eliminated from such contracts.

R.C. 4112.01, 4112.02

A.C. 3301-35-03(A)

42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act

42 U.S.C., 2000e, et seq., Civil Rights Act of 1964

42 U.S.C., 12112, Americans with Disabilities Act of 1990

29 U.S.C. 701 et seq., Rehabilitation Act of 1973

20 U.S.C. 1681 et seq., Title IX

29 C.F.R. Part 1635

Revised 8/18/08

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**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

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REVISED POLICY - VOL. 29, NO. 1

**NONDISCRIMINATION AND
EQUAL EMPLOYMENT OPPORTUNITY**

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The Superintendent shall appoint a compliance officer whose responsibility it will be to ensure that Federal and State regulations are complied with and that any inquiries or complaints are dealt with promptly in accordance with law. S/He shall also ensure that proper notice of nondiscrimination for Title II, Title VI, and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, Section 504 of the Rehabilitation Act of 1973, and the Age **Discrimination in Employment** Act is provided to staff members and the general public. Any sections of the District's collectively-bargained, negotiated agreements dealing with hiring and promotion need to contain a statement of nondiscrimination similar to that in the Board's statement above. In addition, any gender-specific terms should be eliminated from such contracts.

R.C. 4112.01, 4112.02

A.C. 3301-35-03(A)

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**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

PROFESSIONAL STAFF
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NEW POLICY - VOL. 29, NO. 1

CALL TO ACTIVE DUTY LEAVE

Once per calendar year, an eligible staff member may take leave for up to ten (10) days or eighty (80) hours, whichever is less, if all of the following conditions are satisfied:

- A. The Board of Education has employed the staff member for at least twelve (12) consecutive months and for at least 1,250 hours in the twelve (12) months immediately preceding commencement of the leave.
- B. The staff member is the parent, spouse, or a person who has or had legal custody of a person who is a member of the uniformed services and who is called into active duty in the uniformed services for a period longer than thirty (30) days, or is injured, wounded, or hospitalized while serving on active duty in the uniformed services.
- C. The staff member gives notice to the Board that s/he intends to take leave pursuant to this policy at least fourteen (14) days prior to taking the leave if the leave is being taken because of a call to active duty or at least two (2) days prior to taking the leave if the leave is being taken because of an injury, wound, or hospitalization. If the staff member receives notice from a representative of the uniformed services that the injury, wound, or hospitalization is of a critical or life-threatening nature, the staff member may take the leave under this policy without providing prior notice to the Board.
- D. In non-medical situations, the dates on which the staff member takes leave pursuant to this policy occur no more than two (2) weeks prior to or one (1) week after the deployment date of the employee's spouse, child, ward, or former ward.
- E. The staff member does not have any other leave available for his/her use except sick leave or disability leave.

A staff member seeking to take leave pursuant to this policy must provide certification from the appropriate military authority to verify that the staff member satisfies the criteria described in paragraphs B, C, and D above.

policy

**BOARD OF EDUCATION
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PROFESSIONAL STAFF
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"Active Duty" means full-time duty in the active military service of the United States or active duty pursuant to an executive order of the President of the United States, an act of the Congress of the United States, or a proclamation of the Governor. "Active Duty" does not include active duty for training, initial active duty for training, or the period of time for which a person is absent from a position of employment for the purpose of an examination to determine the fitness of the person to perform any duty unless such period is contemporaneous with an active duty period.

"Uniformed Services" means the armed forces, the Ohio organized militia when engaged in full-time National Guard duty, the commissioned corps of the public health service, and any other category of persons designated by the President of the United States in time of war or emergency.

While the leave provided by this policy is unpaid, the Board will continue to provide benefits to the staff member during the period of time the staff member is on this leave. For purposes of this policy, "benefits" is defined as employment benefits, other than salary or wages, that the Board regularly provides or makes available to employees, including, but not limited to, medical insurance, disability insurance, life insurance, pension plans, and retirement plans. The staff member is responsible for the same proportion of the cost of the benefits as s/he regularly pays during periods of time when s/he is not on leave.

Upon the completion of the leave taken pursuant to this policy, the Board will restore the staff member to the position s/he held prior to taking that leave or a position with equivalent seniority, benefits, pay, and other terms and conditions of employment.

The Board will not interfere with, restrain, or deny the exercise or attempted exercise of a right established under this policy. Further, the Board will not discharge, fine, suspend, expel, discipline, or discriminate against a staff member with respect to any term or condition of employment because of the staff member's actual or potential exercise, or support for another employee's exercise, of any right established under this policy. Nothing herein shall prevent the Board from taking an employment action that is independent of the exercise of a right under this policy. Finally, the Board will not deprive an employee who takes leave pursuant to this policy of any benefit that accrued before the date that leave commences.

R.C. 5906.01-.03

Revised 8/18/08

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policy

**BOARD OF EDUCATION
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NEW POLICY - VOL. 29, NO. 1

CALL TO ACTIVE DUTY LEAVE

Once per calendar year, an eligible staff member may take leave for up to ten (10) days or eighty (80) hours, whichever is less, if all of the following conditions are satisfied:

- A. The Board of Education has employed the staff member for at least twelve (12) consecutive months and for at least 1,250 hours in the twelve (12) months immediately preceding commencement of the leave.
- B. The staff member is the parent, spouse, or a person who has or had legal custody of a person who is a member of the uniformed services and who is called into active duty in the uniformed services for a period longer than thirty (30) days, or is injured, wounded, or hospitalized while serving on active duty in the uniformed services.
- C. The staff member gives notice to the Board that s/he intends to take leave pursuant to this policy at least fourteen (14) days prior to taking the leave if the leave is being taken because of a call to active duty or at least two (2) days prior to taking the leave if the leave is being taken because of an injury, wound, or hospitalization. If the staff member receives notice from a representative of the uniformed services that the injury, wound, or hospitalization is of a critical or life-threatening nature, the staff member may take the leave under this policy without providing prior notice to the Board.
- D. In non-medical situations, the dates on which the staff member takes leave pursuant to this policy occur no more than two (2) weeks prior to or one (1) week after the deployment date of the employee's spouse, child, ward, or former ward.
- E. The staff member does not have any other leave available for his/her use except sick leave or disability leave.

A staff member seeking to take leave pursuant to this policy must provide certification from the appropriate military authority to verify that the staff member satisfies the criteria described in paragraphs B, C, and D above.

policy

**BOARD OF EDUCATION
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"Active Duty" means full-time duty in the active military service of the United States or active duty pursuant to an executive order of the President of the United States, an act of the Congress of the United States, or a proclamation of the Governor. "Active Duty" does not include active duty for training, initial active duty for training, or the period of time for which a person is absent from a position of employment for the purpose of an examination to determine the fitness of the person to perform any duty unless such period is contemporaneous with an active duty period.

"Uniformed Services" means the armed forces, the Ohio organized militia when engaged in full-time National Guard duty, the commissioned corps of the public health service, and any other category of persons designated by the President of the United States in time of war or emergency.

While the leave provided by this policy is unpaid, the Board will continue to provide benefits to the staff member during the period of time the staff member is on this leave. For purposes of this policy, "benefits" is defined as employment benefits, other than salary or wages, that the Board regularly provides or makes available to employees, including, but not limited to, medical insurance, disability insurance, life insurance, pension plans, and retirement plans. The staff member is responsible for the same proportion of the cost of the benefits as s/he regularly pays during periods of time when s/he is not on leave.

Upon the completion of the leave taken pursuant to this policy, the Board will restore the staff member to the position s/he held prior to taking that leave or a position with equivalent seniority, benefits, pay, and other terms and conditions of employment.

The Board will not interfere with, restrain, or deny the exercise or attempted exercise of a right established under this policy. Further, the Board will not discharge, fine, suspend, expel, discipline, or discriminate against a staff member with respect to any term or condition of employment because of the staff member's actual or potential exercise, or support for another employee's exercise, of any right established under this policy. Nothing herein shall prevent the Board from taking an employment action that is independent of the exercise of a right under this policy. Finally, the Board will not deprive an employee who takes leave pursuant to this policy of any benefit that accrued before the date that leave commences.

R.C. 5906.01-.03

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

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REVISED POLICY - VOL. 29, NO. 1

HOMELESS STUDENTS

Homeless preschool-aged children and their families shall be provided equal access to the educational services for which they are eligible, including preschool programs administered by the School District.

The District shall remove barriers to the enrollment and retention of homeless students in schools in the District. Homeless students shall be enrolled immediately, even if they do not have the necessary enrollment documentation such as immunization and health records, proof of residency or guardianship, birth certificate, school records, and other documentation.

Homeless students will be provided services comparable to other students in the District including:

- A. transportation services;
- B. educational services for which the homeless student meets eligibility criteria including services provided under Title I of the Elementary and Secondary Education Act or similar State and local programs, educational programs for children with disabilities, and educational programs for students with limited English proficiency;
- C. programs in vocational and technical education;
- D. programs for gifted and talented students; and
- E. school nutrition programs; and
- F. before- and after-school programs.

Homeless students have the right to remain in their school of origin of the local attendance area school, according to the child's best interest. The school of origin is the school that the student attended when permanently housed or last enrolled. The local attendance area school is any public school that non-homeless students who live in the attendance area in which the student is actually living are eligible to attend.

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

**STUDENTS
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Homeless students have the right to dispute their school assignment, if their assignment is other than their school of origin. In determining the best interest of the student, the District shall, to the extent feasible, keep the student in the school of origin, except when doing so is contrary to the wishes of the homeless student's parent or guardian or the unaccompanied youth. If the student is sent to a school other than the school of origin or a school requested by the parent or guardian, a written explanation, including a statement regarding the right to appeal, will be provided to the homeless student's parent or guardian or the unaccompanied youth.

The Board of Education requires that these rights and the dispute process be communicated to the parent or guardian of the homeless student or unaccompanied youth.

In addition to notifying the parent or guardian of the homeless student or unaccompanied youth of the rights described above, the District shall post public notice of educational rights of children and youth experiencing homelessness in each school.

At the request of the parent or guardian, or in the case of an unaccompanied youth, the local homeless liaison, transportation shall be provided for a homeless student to and from the school of origin as follows:

- A. If the homeless student continues to live in the School District in which the school of origin is located, transportation will be provided in accordance with District policy/administrative guidelines.
- B. If the homeless student moves to an area served by another district, though continuing his/her education at the school of origin, the district of origin and the district in which the student resides must agree upon a method to apportion responsibility and costs for transportation to the school of origin. If the districts cannot agree upon such a method, the responsibility and costs must be shared equally.

The Superintendent will appoint a Liaison for Homeless Children who will perform the duties as assigned by the Superintendent. Additionally, the Liaison will coordinate and collaborate with the State Coordinator for the Education of Homeless Children and Youth as well as with community and school personnel responsible for the provision of education and related services to homeless children and youths.

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

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The homeless liaison will assist, to the extent feasible, the homeless students and their parent(s) or guardian(s) or unaccompanied homeless students in their efforts to provide documentation to meet State and local requirements for entry into school.

All records for homeless students shall be maintained so that they are available in a timely fashion and can be transferred promptly as necessary.

No Board policy, administrative procedure, or practice will be interpreted or applied in such a way as to inhibit the enrollment, attendance, or school success of homeless children.

42 U.S.C. 11431 et seq. (McKinney - Vento Homeless Act)

Revised 5/06

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

**STUDENTS
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NEW POLICY - VOL. 29, NO. 1

EDUCATIONAL OPPORTUNITY FOR MILITARY CHILDREN

Children of an active duty member of the United States armed services shall be entitled to all of the rights and protections afforded under the Interstate Compact on Educational Opportunity for Military Children (Compact).

The intent of this policy is to minimize the potential challenges to educational success for children of military families because of frequent moves and deployment of their parents by:

- A. facilitating the timely enrollment and placement of children of military families in educational and other school programs and activities;
- B. facilitating the on-time graduation of children of military families; and
- C. providing for the uniform collection and sharing of information between and among schools and military families.

The Superintendent shall maintain guidelines for implementation of this policy which are consistent with the Compact and State law.

The guidelines shall apply to children of military families within the state as well as between member states.

R.C. 3301.60
Interstate Compact on Educational Opportunity for Military Children

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

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REVISED POLICY *-*

HEALTH SERVICES

The Board of Education may require students of the District to submit to periodic health examinations to:

- A. protect the school community from the spread of communicable disease;
- B. verify that each student's participation in health, safety, and physical education courses meets his/her individual needs;
- C. verify that the learning potential of each child is not lessened by a remediable physical disability.

The District may provide or request parents to provide:

- A. general physical examinations for athletics;
- B. dental examinations;
- C. tests for communicable disease;
- D. vision and/or audiometric screening;
- E. scoliosis tests.

The school health services personnel shall **attempt to** ~~directly~~ notify the parents of students of the specific or approximate dates during the school year when any nonemergency, invasive physical examination or screening is scheduled or expected to be scheduled for students if the examination or screening is: (1) required as a condition of attendance; (2) administered by the school and scheduled by the school in advance; and (3) not necessary to protect the immediate health and safety of a specific student, or other students.

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**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

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The term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

Unless the physical examination or screening is permitted or required by an applicable State law, parents may refuse to allow the Board to administer a nonemergency, invasive physical examination or screening upon written notification to the Board within five (5) days after receipt of the Board's annual public notice.

R.C. 2305.231, 3313.50, 3313.68 et seq.
A.C. 3301-35-03 (D)
20 U.S.C. 1232(h)

Revised 5/06

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

**STUDENTS
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REVISED POLICY *-*

USE OF MEDICATIONS

The Board of Education shall not be responsible for the diagnosis and treatment of student illness. The administration of prescribed medication and/or medically-prescribed treatments to a student during school hours will be permitted only when failure to do so would jeopardize the health of the student, the student would not be able to attend school if the medication or treatment were not made available during school hours, or if the child is disabled and requires medication to benefit from his/her educational program.

For purposes of this policy, "medication" shall include all medicines including those prescribed by a licensed health professional authorized to prescribe drugs and any nonprescribed (over-the-counter) drugs, preparations, and/or remedies. "Treatment" refers both to the manner in which a medication is administered and to health-care procedures which require special training, such as catheterization.

Before any prescribed medication (i.e., a drug) or treatment may be administered to any student during school hours, the Board shall require a written statement from a licensed health professional authorized to prescribe drugs ("prescriber") accompanied by the written authorization of the parent. ~~(see Form 5330-F1)~~. Before any nonprescribed medication or treatment may be administered, the Board shall require the prior written consent of the parent along with a waiver of any liability of the District for the administration of the medication. ~~(see Form 5330-F1a and Form 5330-F1b)~~. These documents shall be kept in the school clinic, and made available to the persons designated by this policy as authorized to administer medication or treatment. A copy of the parent's written request and authorization and the prescriber's written statement must be given, by the next school day following the District's receipt of the documents, to the person authorized to administer drugs to the student for whom the authorization and statement have been received. No student is allowed to provide or sell any type of over-the-counter medication to another student. Violations of this rule will be considered violations of Policy 5530 - Drug Prevention and of the Student Code of Conduct/Discipline Code.

Only medication in its original container; labeled with the date, if a prescription; the student's name; and exact dosage will be administered. The Superintendent shall determine a location in each building where the medications to be administered under this policy shall be stored, which shall be a locked storage place, unless the medications require refrigeration in which case they shall be stored in a refrigerator in a place not commonly used by students. Parents, or students authorized in writing by a licensed health professional authorized to prescribe drugs and parents, may administer medication or treatment but only in the presence of another adult.

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

STUDENTS
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However, students shall be permitted to carry and use, as necessary, an asthma inhaler, provided the student has prior written permission from his/her parent and physician and has submitted **the required form** ~~Form 5330 F3, Authorization for the Possession and Use of Asthma Inhalers/Other Emergency Medication(s),~~ to the principal and any school nurse assigned to the building.

Additionally, students shall be permitted to carry and use, as necessary, an epinephrine autoinjector to treat anaphylaxis, provided the student has prior written approval from the prescriber of the medication and his/her parent/guardian, if the student is a minor, and has submitted written approval **on the required form** ~~(Form 5330 F4, Authorization for the Possession and Use of Epinephrine Autoinjector (epi-pen))~~ to the principal and any school nurse assigned to the building. ~~The parent/guardian or the student shall provide a back-up dose of the medication to the principal or school nurse.~~ This permission shall extend to any activity, event, or program sponsored by the school or in which the school participates. In the event epinephrine is administered by the student or a school employee at school or at any of the covered events, a school employee shall immediately request assistance from an emergency medical service provider (911).

The following staff are designated as being authorized to administer medication and treatment to students:

- A. principal
- B. teacher
- C. school nurse
- D. building secretary
- E. health aide
- F. others as designated by student's IEP and/or 504 plan
- G. principal's designee

No employee will be required to administer a drug to a student if the employee objects, on the basis of religious convictions, to administering the drug.

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

**STUDENTS
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Additionally the Board shall permit the administration by a licensed nurse or other authorized staff member of any medication requiring intravenous or intramuscular injection or the insertion of a device into the body when both the medication and the procedure are prescribed by a licensed health professional authorized to prescribe drugs and the nurse/staff member has completed any and all necessary training.

Students who may require administration of an emergency medication may have such medication in their possession upon written authorization of their parent(s) or, such medication, upon being identified as aforementioned, may be stored in the school clinic office and administered in accord with this policy.

The Superintendent may prepare administrative guidelines, as needed, to address the proper implementation of this policy.

R.C. 3313.712, 3313.713, 3313.716, 4729.01

Revised 5/06
Revised 6/24/08
Revised 8/18/08

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

**STUDENTS
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REVISED POLICY - VOL. 29, NO. 1

BULLYING AND OTHER FORMS OF AGGRESSIVE BEHAVIOR

The Board of Education is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community.

Harassment, intimidation, or bullying toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes aggressive behavior, physical, verbal, and psychological abuse, **and violence within a dating relationship**. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property or while enroute to or from school, and those occurring off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, in a school vehicle, or where an employee is engaged in school business.

This policy has been developed in consultation with parents, District employees, volunteers, students, and community members as prescribed in R.C. 3313.666 and the State Board of Education's Model Policy.

Harassment, intimidation, or bullying means:

- A.** any intentional written, verbal, graphic, or physical act that a student or group of students exhibits toward another particular student(s) more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s); **or**
- B.** **violence within a dating relationship.**

Aggressive behavior is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well being. This type of behavior is a form of intimidation and harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. It would include, but not be limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name-calling, taunting, making threats, and hazing.

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

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Harassment, intimidation, or bullying also means electronically transmitted acts (i.e., internet, e-mail, cellular telephone, personal digital assistance (PDA), or wireless hand-held device) that a student(s) or a group of students exhibits toward another particular student(s) more than once and the behavior both causes mental and 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(s).

Any student or student's parent/guardian who believes s/he has been or is the victim of aggressive behavior should immediately report the situation to the building principal or assistant principal, or the Superintendent. The student may also report concerns to teachers and other school staff who will be responsible for notifying the appropriate administrator or Board official. Complaints against the building principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior directed toward a student. Reports may be made to those identified above.

All complaints about aggressive behavior that may violate this policy shall be promptly investigated. The building principal or appropriate administrator shall prepare a written report of the investigation upon completion. Such report shall include findings of fact, a determination of whether acts of harassment, intimidation, and/or bullying were verified, and, when prohibited acts are verified, a recommendation for intervention, including disciplinary action shall be included in the report. Where appropriate, written witness statements shall be attached to the report.

If the investigation finds an instance of harassment, intimidation, and/or bullying has occurred, it will result in prompt and appropriate remedial and/or disciplinary action. This may include up to expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers, and contractors, and removal from any official position and/or a request to resign for Board members. Individuals may also be referred to law enforcement officials.

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

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Retaliation against any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of aggressive behavior is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Suspected retaliation should be reported in the same manner as aggressive behavior. Making intentionally false reports about aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicated above.

If a student or other individual believes there has been aggressive behavior, regardless of whether it fits a particular definition, s/he should report it and allow the administration to determine the appropriate course of action.

This policy shall not be interpreted to infringe upon the First Amendment rights of students (i.e., to prohibit a reasoned and civil exchange of opinions, or debate, that is conducted at appropriate times and places during the school day and is protected by State or Federal law).

The complainant shall be notified of the findings of the investigation, and as appropriate, that remedial action has been taken. If after investigation, acts of bullying against a specific student are verified, the building principal or appropriate administrator shall notify the parent/guardian of the victim of such finding. In providing such notification care shall be taken to respect the statutory privacy rights of the perpetrator of such harassment, intimidation, and/or bullying.

If after investigation, act of harassment, intimidate, and/or bullying by a specific student are verified, the building principal or appropriate administrator shall notify in writing the parent/guardian of the perpetrator of that finding. If disciplinary consequences are imposed against such student, a description of such discipline shall be included in the notification.

Complaints

Students and/or their parents/guardians may file reports regarding suspected harassment, intimidation, or bullying. Such reports shall 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, and they shall be promptly forwarded to the building principal for review, investigation, and action.

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

**STUDENTS
5517.01/page 4 of 5**

Privacy/Confidentiality

The School District will respect the privacy of the complainant, the individual(s) against who the complaint is filed, and the witnesses as much as possible, consistent with the Board's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations. All records generated under this policy and its related administrative guidelines shall be maintained as confidential to the extent permitted by law.

Reporting Requirement

At least semi-annually, the Superintendent shall provide to the President of the Board a written summary of all reported incidents and post the summary on the District web site (if one exists). The list shall be limited to the number of verified acts of harassment, intimidation, and/or bullying, whether in the classroom, on school property, to and from school, or at school-sponsored events.

Allegations of criminal misconduct and suspected child abuse will be reported to the appropriate law enforcement agency and/or to Child Protective Services in accordance with statute. District personnel shall cooperate with investigations by such agencies.

Immunity

A School District employee, student, or volunteer shall be individually immune from liability in a civil action for damages arising from reporting an incident in accordance with this policy and R.C. 3313.666 if that person reports an incident of harassment, intimidation, and/or bullying promptly, in good faith, and in compliance with the procedures specified in this policy. Such immunity from liability shall not apply to an employee, student, or volunteer determined to have made an intentionally false report about harassment, intimidation, and/or bullying.

Notification

Notice of this policy will be **annually** circulated to and posted in conspicuous locations in all school buildings and departments within the District and discussed with students, as well as incorporated into the teacher, student, and parent/guardian handbooks. State and Federal rights posters on discrimination and harassment shall also be posted at each building. All new hires will be required to review and sign off on this policy and the related complaint procedure.

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

STUDENTS
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Education and Training

In support of this policy, the Board promotes preventative educational measures to create greater awareness of aggressive behavior, including bullying **and violence within a dating relationship**. The Superintendent or designee shall provide appropriate training to all members of the School District community related to the implementation of this policy and its accompanying administrative guidelines. All training regarding the Board's policy and administrative guidelines and aggressive behavior and bullying in general, will be age and content appropriate.

The Superintendent ~~is directed to~~ **shall** develop administrative guidelines to implement this policy. Guidelines shall include reporting and investigative procedures, as needed. The complaint procedure established by the Superintendent shall be followed.

R.C. 3313.666, 3313.667
State Board of Education Model Policy (2007)

Revised 5/06
Revised 06/24/08

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

OPERATIONS
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REVISED POLICY - VOLUME 28, NO. 2

SCHOOL CALENDAR

The Board of Education recognizes that the preparation of a calendar for the instructional program of the schools is necessary for orderly educational planning and for the efficient operation of the District.

The Board shall determine annually the total number of days when the schools will be in session for instructional purposes. For purposes of receiving State-school aid, such days shall be no fewer than 182. Furthermore, the Board requires that an observance be scheduled each year on or about Veterans Day to convey the meaning and significance of that day to all students and staff.

Prior to each school year, the Board shall approve the contingency plan the Superintendent prepares for the makeup of ~~lost school days beyond the five (5) days that can be waived~~ **at least five (5) full school days**. The plan shall be in accordance with the terms of applicable ~~collectively bargained~~ **collective bargaining agreements** and Ohio law.

A school day may be waived if the closing is due to disease, epidemic, hazardous weather conditions, damage to a school building, utility failure, or inoperability of school buses or other equipment needed for school operations and the number of allowable calamity days has not been exceeded. Any school days lost in excess of the allowable number of calamity days shall be made up in accordance with the approved contingency plan **and as provided in Ohio law**.

A regularly-scheduled school day that is reduced in length by no more than two (2) hours due to hazardous weather conditions may be counted as a full school day for the purpose of meeting the minimum number of school days.

If the Board closes school or evacuates any school building due to disease, epidemic, hazardous weather conditions, damage to a school building, utility failure, or inoperability of school buses or other equipment needed for school operations, and the total number of full school days specified in the approved contingency plan is insufficient to enable the District to meet the required minimum number of school days, the District may make up such school day(s) in one-half hour (1/2) increments added to other school days. If the Board is able to make up the shortage of hours or days by increasing the length of one or more school days, then it will not be required to actually make up any of the days specified in the approved contingency plan. In no case, however, will the Board fail to make up the total number of days/hours specified in the contingency plan.

policy

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GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

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A regularly-scheduled school day that is reduced in length due to a bomb threat, or any other report of an alleged or impending explosion may be made up in one-half hour (1/2) increments added to other school days.

If a regularly scheduled day is reduced in length due to a bomb threat or report of an alleged or impending explosion, and school is also closed or evacuated on a different day due to disease epidemic, hazardous weather conditions, damage to a school building, utility failure, or inoperability of school buses or other equipment needed for school operations, then the provisions set forth in State law regarding the closure of school regarding a bomb threat shall apply as to the bomb threat. Conversely, the applicable provisions set forth in State law shall apply to the closure of schools due to epidemic, hazardous weather conditions, damage to a school building, utility failure, or inoperability of school buses or other equipment needed for school operations.

Kindergarten students must be in school at least one and one-half (1 1/2) hours per day in order to meet the State's minimum standards.

The school calendar and the number of days of student instruction shall be consistent with the provisions of the ~~collectively bargaining agreements~~ **collective bargaining agreements** between the District and its employees.

R.C. 3313.602, 3313.48, 3313.62, 3313.63, 3317.01 (B), 3313.482

Revised 1/12/09

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

**OPERATIONS
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REVISED POLICY - VOL. 29, NO. 1

CONTROL OF CASUAL-CONTACT COMMUNICABLE DISEASES

The Board of Education recognizes that control of the spread of communicable disease spread through casual contact is essential to the well-being of the school community and to the efficient District operation.

For purposes of this policy, "casual-contact communicable disease" shall include diphtheria, scarlet fever and other strep infections, whooping cough, mumps, measles, rubella, and/or others designated by the Ohio Department of Public Health.

In order to protect the health and safety of the students, District personnel, and the community at large, the Board shall follow all State statutes and Health Department regulations which pertain to immunization and other means for controlling **casual-contact** communicable disease spread through normal interaction in the school setting.

If a student exhibits symptoms of a casual-contact communicable disease, the principal will isolate the student in the building and contact the parents/guardians. Protocols established by the County Health Department shall be followed.

~~On the recommendation of the school nurse, the teacher may remove from the classroom and the principal may exclude from the building or isolate in the school any student who appears to be ill or has been exposed to a communicable disease, except that the teacher or principal may act independently if the school nurse is not present in the building when the decision needs to be made.~~

The Superintendent may develop administrative guidelines for the control of communicable disease.

R.C. 3313.67, 3313.671, 3313.68
A.C. 3301-35-03 (D)

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

**RELATIONS
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REVISED POLICY - VOL. 29, NO. 1

PUBLIC ATTENDANCE AT SCHOOL EVENTS

The Board of Education welcomes **and encourages** the attendance of members of the community **to attend** at athletic and other public events held by the schools in the District. ~~Due to the need but the Board also acknowledges its duty to maintain order and preserve the facilities of the District during the conduct of such events, the~~ The Board **retains the right** holds the legal authority to bar the attendance of or remove any person whose conduct may constitute a disruption at a school event. School administrators **are expected** have the authority to call law enforcement officials if a person violates posted regulations or does not leave school property when **reasonably** requested. **In accordance with Board Policy 7440 and AG 7440B, administrators may use** They are also authorized to use **metal** detectors and other devices to **protect** better ensure the safety and well-being of participants and visitors.

The Board directs that no **No** alcoholic beverage or other controlled substance **may** be possessed, consumed, or distributed at any function sponsored by the District and/or at any function occurring on District premises **Board property**.

Raffles and similar forms of fund-raising by District-related organizations may be permitted by the Superintendent in accordance with Policy 9211 - District Support Organizations and Policy 9700 - Relations with Special Interest Groups.

If a student or adult is asked to leave or is removed from a school event, no admission fees shall be refunded.

Guide ~~Service~~ **Service** dogs used by persons **with disabilities** requiring this type of assistance shall be **are** permitted in all District facilities and at all school events. The person must provide evidence of the dog's certification for that purpose. If the dog is still in training, proof of liability insurance is to be provided.

The Board is aware of the increasing desire of many parents and other members of an audience to use "cam corders" and other audio/visual devices at school events. It has no objection, providing their use neither interferes with the conduct of the particular activity nor impinges on the enjoyment of the event by other members of the audience. The Board authorizes the Superintendent to establish rules and procedures governing the use of nondistrict audio/visual devices and equipment at any District-sponsored event or activity, particularly athletic events, dramatic presentations, and graduation ceremonies. Such rules are to be distributed in such a manner that members of the audience who wish to record the event are aware of the rules early enough to make proper arrangements to obtain their recordings without causing delay or disruption to the activity.

policy

**BOARD OF EDUCATION
GARFIELD HEIGHTS CITY SCHOOL DISTRICT**

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The Board is aware of the increasing desire of many parents and other members of an audience to use "camcorders" and other audio/visual devices at school events.

Such recordings can be made by parents or other members of the audience without restriction if the performance is not of copyrighted material. However, if the performance is of copyrighted material, recording can be made if the appropriate license authorizing such recordings has been secured in advance by the District. If the performance is of copyrighted material and the necessary license has not been secured in advance by the District, the audience shall be advised before the performance begins that audio and/or video recordings that will be re-broadcast or distributed in any way, such as posting on the internet, are prohibited.

The Board authorizes the Superintendent to establish rules and procedures governing the use of nondistrict audio/visual recording equipment at any District-sponsored event or activity. Such rules are to be distributed in such a manner that members of the audience who wish to record the event are aware of the rules early enough to make proper arrangements to obtain their recordings without causing delay or disruption to an activity.

Any person or organization seeking to film students or a school activity which is not a public event, shall **must** obtain prior permission from the Superintendent.

~~The Superintendent shall ensure that all~~ **All** notices, signs, schedules, and other communications about school events **must** contain the following statement:

~~" Upon request to the Board of Education, the District shall make reasonable accommodation for a disabled person to be able to participate in this activity."~~ **In accordance with State and Federal law, the District will provide reasonable accommodations to persons with disabilities who wish to attend and/or participate in school events."**

R.C. 955.43, 1716.02, 1716.03

Wm. Foster Bus Routes and Times

				AM STUDENTS RETURNING HOME	
BUS #4		BUS #15		BUS #5	
Birchwood & E.88 St.	7:25	Turney & Hastings	7:20	Marymount Childcare	
Birchwood & E.86 St.	7:26	Turney & Orme	7:21	Learning Circle	
Birchwood & E.85 St.	7:27	Havana & Valley Ln.	7:22	Creative Early Learning	
		12265 Valley Ln.	7:23	E.141 St. & Broadway	
		Hathaway & Sunset	7:26	E.135 St. & Broadway	
BUS #5		Meadowbrook & Shadyway	7:27	Cooper Ct. & Hillside	
Broadway & E.141 St.	7:20			Beechgrove & Cooper Ct.	
E.135 St. & Broadway	7:22			Building Blocks	
Cooper Ct. & Hillside	7:24	Bus #17			
Beechgrove & Cooper Ct.	7:25	Garfield Blvd. & Rockwood (N)	7:25	BUS #15	
Cranwood Pk & E.142 St.	7:26	Garfield Blvd. & Horton (N)	7:26	Turney & Hastings	
4720 Osborn	7:27	Blythin & Grand Division	7:27	Turney & Orme	
Ohio & E.144 St.	7:29	Warner & Avondale	7:28	Havana & Valley Ln.	
4920 Orchard	7:31	Garfield Blvd. & Horton (S)	7:29	12265 Valley Ln.	
		Garfield Blvd. & Rockwood (S)	7:30	Hathaway & Sunset	
				Meadowbrook & Shadyway	
BUS #11				Branford & Brookhill	
Reed & E.84 St.	7:25	BUS #23		Turney & Valley Ranch	
Reed & E.81 St.	7:26	E.85 St. & Reed	7:25	Martin & Grove	
Birchwood & Garfield Blvd.	7:27	5090 Donovan	7:26	Milo & Rybak	
		E.86 St. & Band	7:27	E.135 St. & Hathaway	
		E.86 St. & Reed	7:28	E.135 St. & Carpenter	
BUS #12				E.135 St. & Littleton	
E.94 St. & Dorothy	7:25			E.135 St. & Havana	
E.94 St. & Birchwood	7:25	BUS #24		E.135 St. & Orme	
Birchwood & E.93 St.	7:26	Alice Ct. & Thraves	7:25	Thraves & Alice Ct.	
Birchwood & E.90 St.	7:27	E.135 St. & Orme	7:26		
		E.135 St. & Havana	7:27		
		E.135 St. & Littleton	7:28		
BUS #14				BUS #4	Home on
Branford & Brookhill	7:20	Bus #7 - DAYCARE BUS PM ONLY		11:00 E.94 St. & Dorothy	Bus #12
Turney & Valley Ranch	7:22	Learning Circle		11:00 E.94 St. & Birchwood	Bus #12
Martin & Grove	7:24	Creative Early Learning		11:00 Birchwood & E.93 St.	Bus #12
Milo & Rybak	7:25	Building Blocks		11:00 Birchwood & E.90 St.	Bus #12
E.135 St. & Hathaway	7:27			11:00 Birchwood & E.88 St.	Bus #4
E.135 St. & Carpenter	7:28			11:01 Birchwood & E.86 St.	Bus #4
				11:01 Birchwood & E.85 St.	Bus #4
				11:02 Garf. Blvd. & Rockwood (Bus #17
				11:02 Garf. Blvd. & Horton (N)	Bus #17
				11:03 Blythin & Gr. Div.	Bus #17
				11:04 Warner & Avondale	Bus #17
				11:05 Garf. Blvd & Horton (S)	Bus #17
				11:05 Garf. Blvd & Rockwood (Bus #17
				11:06 Birchwood & Garf.Blvd.	Bus #4
				11:07 E.81 St. & Reed	Bus #11
				11:07 5090 Donovan	Bus #23
				11:07 E.86 St. & Band	Bus #23
				11:08 E.86 St. & Reed	Bus #23
				11:08 Reed & E.85 St.	Bus #23
				11:09 Reed & E.84 St.	Bus #11

Elmwood Bus Routes and Times

<u>BUS #15</u>		<u>Bus #24 - AM KIND / Take Home at 10:15</u>	
Turney & Russell	6:55	Learning Circle	
Turney & Greenview	6:56	Claudia's Kid Care	
Parkview & East 99 St.	6:57	Turney & Russell	
East 99 St. & Robinson	6:58	Turney & Greenview	
East 104 St. & Sladden	6:59	Parkview & East 99 St.	
Sladden & East 99 St.	7:00	East 99 St. & Robinson	
Turney & Birchwood	7:01	East 104 St. & Sladden	
		Sladden & East 99 St.	
		Turney & Birchwood	
<u>Bus #17</u>		12750 Broadway	
South Highland & East 88 St.	6:55	East 131 St. Apt	
East 88 St. & Reed	6:56	13146 Forestdale	
Reed & East 90 St.	6:57	Cranwood Park & Forestdale	
Reed & East 93 St.	6:58	Cranwood Park & Lawrence	
Garfield Blvd. & East 94 St.	6:59	Dressler & East 135 St.	
Garfield Blvd. & East 96 St.	7:00	Henry & Marguerite	
		5107 East 131 St.	
<u>BUS #24</u>		<u>Bus #17 - PM KIND / Take to school by 11:00</u>	
Henry & Park Knoll	6:53	South Highland & East 88 St.	10:48
12750 Broadway	6:56	East 88 St. & Reed	10:49
4605 East 131 St. (apartments)	6:58	Reed & East 90 St.	10:49
13146 Forestdale	7:03	Reed & East 93 St.	10:49
Cranwood Park & Forestdale	7:04	Garfield Blvd. & East 94 St.	10:50
Cranwood Park & Lawrence	7:05	Garfield Blvd. & East 96 St.	10:50
Dressler & East 135 St.	7:06		
Henry & Marguerite	7:10		
5107 East 131 St.	7:13		
<u>Bus #7</u>			
Learning Circle			
Claudia's Kids Care			
Creative Early Learning			
Building Blocks			

Mapleleaf Bus Routes and Times Exhibit "D" Page 3 of 17

<u>BUS #4</u>		<u>BUS #14</u>	
Garfield Blvd. & Rockwood (N)	6:55	Turney & Russell	6:55
Garfield Blvd. & Horton (N)	6:56	Turney & Greenview	6:56
Blythin & Grand Division	6:57	Parkview & East 99 St.	6:57
Warner & Avondale	6:58	East 99 St. & Robinson	6:58
Garfield Blvd. & Horton (S)	6:59	East 99 St. & Sladden	6:59
Garfield Blvd. & Rockwood (S)	7:00	Turney & Bohning	7:00
Garfield Blvd. & East 96 St.	7:01		
<u>BUS #5</u>			
McCracken & E.119 St.	6:55		
Henry & Garland	6:56	<u>Bus #22</u>	
12118 Center	6:58	12750 Broadway	
		4605 East 131 St. (apartments)	6:53
		Dressler & East 135 St.	6:58
		Lawrence & Cooper Ct.	7:00
<u>BUS #11</u>		Cranwood Park & East 142 St.	7:01
South Highland & East 88 St.	6:55	4720 Osborn	7:02
East 88 St. & Reed	6:56	4920 Orchard	7:04
Reed & East 90 St.	6:57	5005 Johnston Pkwy	7:07
Reed & East 93 St.	6:58	Broadway & East 141 St.	7:09
Garfield Blvd. & East 94 St.	6:59		
<u>BUS #12</u>			
E.85 St. & Reed			
Reed & East 84 St.		<u>BUS #23</u>	
Reed & Donovan		East 94 St. & Birchwood	6:55
5090 Donovan		Birchwood & E.93 St.	6:55
East 86 St. & Band		Birchwood & E.90 St.	6:56
East 86 St. & Reed		Birchwood & E.88 St.	6:57
		Birchwood & E.86 St.	6:58
		Birchwood & E.85 St.	6:59

Middle School Bus Routes and Times Exhibit "D" Page 4 of 17

<u>BUS #4</u>			<u>BUS #15</u>	
Garfield Blvd. & Rockwood (N)	7:55		Turney & Russell	7:55
Garfield Blvd. & Horton (N)	7:56		East 88 St. & Plymouth	7:56
Blythin & Grand Division	7:57		East 88 St. & South Highland	7:57
Warner & Avondale	7:58			
Garfield Blvd. & Horton (S)	7:59			
Garfield Blvd. & Rockwood (S)	8:00		<u>Bus #17</u>	
			Reed & East 86 St.	7:55
			Reed & East 85 St.	7:56
<u>BUS #5</u>			Reed & East 84 St.	7:57
East 126 St. & McCracken	7:54			
Henry St. Apartment (driveway)	7:55			
Forestdale & Dressler	7:58		<u>BUS #22</u>	
4605 East 131 St. (apartments)	8:00		12750 Broadway	7:45
			Cranwood Park & Lawrence	7:47
			Cranwood Park & Beechgrove	7:48
<u>BUS #11</u>			4720 Osborn	7:50
Turney & Greenview	7:55		Ohio & E.144 St.	7:51
Robinson & East 99 St.	7:56		4967 Johnston Pkwy.	7:54
East 99 St. & Sladden	7:57		Broadway & East 141 St.	7:56
<u>BUS #12</u>			<u>BUS #23</u>	
East 84 St. & Vista	7:55		Birchwood & Turney	7:55
Reed & Donovan	7:56		Birchwood & East 93 St.	7:56
5090 Donovan	7:57		Birchwood & East 90 St.	7:57
East 86 St. & Care	7:58		Garfield Blvd. & East 96 St.	7:58
			<u>BUS #24</u>	
<u>BUS #14</u>			East 88 St. & Reed	7:55
Birchwood & East 88 St.	7:55		Reed & East 90 St.	7:56
Birchwood & East 86 St.	7:56		Reed & East 93 St.	7:57
Birchwood & East 85 St.	7:57		Reed & East 94 St.	7:58

CVCC Bus Routes Times

<u>CVCC AM BUSSES (Leaves GHHS)</u>	
Bus # 7	7:15
Bus # 8	7:15
<u>CVCC MID-DAY BUSSES (Leaves GHHS)</u>	
Bus # 7	10:55
Bus # 8	10:55
<u>CVCC PM BUS (Leaves CVCC)</u>	
Bus #8	2:30

BUS #1 LEADSHEET

<u>TIME</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>SCHOOL</u>
6:58	Bryce Tatum	Donovan & E.81 St.	429-2225	WF - PS
6:58	Tatum & Tori Rodgers	Donovan & E.81 St.		WF - PS
7:05	Caleb McArthur	10101 Russell	441-8520	WF
7:10	Sernity Jayne	4952 E.107 St.	440-645-6917	WF
7:15	Joey Roudabush	11505 Granger	518-0872	WF
7:20	Alijah Jones	Claudia's Day Care	475-2391	WF
7:25	* Charles Glazer	6497 Brookhill	870-0159	WF
7:35	Cody Baker	6033 E.135 St.	662-1881	WF
7:40	Jayda McDuffie	13209 Eastwood	518-1964	WF
7:45	James Smith	12025 Shadyoak	662-8628	WF
7:50		Drop off at Wm.Foster		
8:00	Dante Brooks	13300 Bangor	581-0482	MS
8:15	Patrick Hoefs	10105 Russell	206-4160	MS
8:17	Justin Richardson	11214 Langton	206-5477	MS
8:20	Jamal Hill	10917 McCracken	408-9344	MS
8:25	David Helmick	Hathaway & E.135 St. (13500 Milo)	663-1453	MS
8:30		Drop off at Middle School		
2:00		Load at Wm.Foster		
	Jayda McDuffie	13209 Eastwood	518-1964	
	James Smith	12025 Shadyoak	662-8628	
	* Charles Glazer	6497 Brookhill	870-0159	
	Cody Baker	6033 E.135 St.	662-1881	
	Sernity Jayne	*keep on bus	440-645-6917	
	Caleb McArthur	*keep on bus	441-8520	
	Joey Roudabush	*keep on bus	848-0847	
	Alijah Jones	*keep on bus	475-2391	
	Luka Pandurevic	*keep on bus		
2:45		Load at Middle School		
	David Helmick	Hathaway & E.135 St. (13500 Milo)	663-1453	
	Jamal Hill	10917 McCracken	408-9344	
	Justin Richardson	11214 Langton	206-5477	
	Patrick Hoefs	10105 Russell	206-4160	
		Drop Off:		
	Alijah Jones	Claudia's Day Care	475-2391	
	Luka Pandurevic	Claudia's Day Care	475-2391	
	Jamal Hill	10917 McCracken	408-9344	
	Justin Richardson	11214 Langton	206-5477	
	Sernity Jayne	4952 E.107 St.	440-645-6917	
	Patrick Hoefs	10105 Russell	206-4160	
	Caleb McArthur	10101 Russell	441-8520	
	Joey Roudabush	9505 David	848-0847	

BUS #3 LEADSHEET

<u>TIME</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>SCHOOL</u>
7:50	Dylan Blind	5070 Henry St.	587-2550	Westshore
7:51	Elijah Philpot	5102 E.114 St.	365-3117	Eleanor Gerson MS
7:53	Tre Davis	10912 Elmwood	219-1054	Westshore
7:57	Matt Mullins	E.98 St. & S.Highland (9610 S.Highland)	973-7502	Westshore
8:00	Seth Joseph	E.93 St. & Reed (4852 E.94 St.)	441-8598	Westshore
8:01	Steven Howard	E.93 St. & Garfield Blvd. (4902 E.97 St.)	391-5885	Hopewell
	8:30-3:00	Drop off at Westshore	658-2620	
		17415 Northwood, Lakewood	658-2615	fax
		Trans/Corrine cclink@pepcleve.org		
	9:00-3:00	Drop off at Eleanor Gerson MS		
		10427 Detroit Rd, Cleve.		
2:50	Westshore	17415 Northwood Ave.	658-2620	
	Matt Mullins			
	Dylan Blind			
	Tre Davis			
3:00	Hopewell	11500 Franklin	227-2730	
	Steven Howard			
3:10	Eleanor Gerson MS	10427 Detroit Rd.	521-6511	
	Elijah Philpot			
	Drop Off:			
	Matt Mullins	E.98 St. & S.Highland (9610 S.Highland)		
	Tre Davis	10912 Elmwood		
	Dylan Blind	5070 Henry St.		
	Elijah Philpot	5102 E.114 St.	365-3117	
	Steven Howard	E.93 St. & Garfield Blvd. (4902 E.97 St.)		

BUS #19 LEADSHEET

		PRESCHOOL - NO FRIDAYS	
		PM Pick-up Pre-School	
	MON - THURS	**Load at Wm.Foster**	
10:53	Joe Rinaldi	10110 Parkview	883-2507
10:55	Jarrett Wagner	4752 E.86 St.	308-7330
10:56	Nathan Sobocinski	4829 E.86 St.	429-2468
10:58	Trenton Teague	9500 Garfield Blvd.	310-5254
11:00	Angela Baynes	10724 Plymouth	581-4834
11:00	Kevin Holmes	10816 Plymouth	539-6286
11:05	Tavion Loury	12305 Grannis	518-1104
11:10	Uriah Williams	13635 Rybak	663-3347
11:12	Javonna Davis	13410 Rockside	904-9046
11:15	Joey Baker	6033 E.135 St.	662-1881
11:20	Swaylen Paige	12709 Eastwood	299-1760
11:25		**Drop off at Wm Foster**	

BUS #20 LEADSHEET

<u>TIME</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>SCHOOL</u>
7:00	Brittany Harris	12205 Valley Ln #103	650-8733	High School
7:03	Justin Williams	Turney & Brookhill	663-1188	High School
	Lacrecia Williams	Turney & Brookhill	663-1188	High School
7:05	* Jessica Zimmerman	13510 Carpenter (mom cell #326-0937)	587-4346	High School
7:11	Robert Joachim	5943 Turney	518-0263	High School
7:13	Patrick Gilchrist	13500 Oakview	663-5571	High School
7:16	* Kaitlyn Brunelle	5474 E.135 St.	478-0393	High School
7:22	Krishae Dean	5279 E.126 St. #204	365-5415	High School
7:25	* Amber Reynolds	10911 Penfield	475-4914	High School
7:27	Ronald Armstrong	10204 S. Highland	663-2682	High School
7:30	Erin Barto	10805 Park Hts.	581-6397	High School
7:35	Drop off at High School			
8:07	Megan Calvey	9523 Garfield Blvd.	883-1371	MS
8:09	Christopher Jolly	4715 East 86 St.	341-6172	MS
8:10	Daelin Holt	4699 Rockwood	206-0796	MS
8:11	Rayshawn Blair	Tinytown (Garfield Blvd. & Warner)	271-7450	MS
8:12	Dante Brooks	4822 East 84 St.	883-6961	MS
8:15	* Dominic Murphy	4937 E.93 St.	288-5269	MS
8:25	Drop off at Middle School			
Load at High School				
1:45	Erin Barto	10805 Park Hts.	581-6397	
	Ronald Armstrong	10204 S. Highland	663-2682	
	* Amber Reynolds	10911 Penfield	475-4914	
	Krishae Dean	5279 E.126 St. #204	365-5415	
	* Kaitlyn Brunelle	5474 E.135 St.	478-0393	
	Champaigne Paige	12709 Eastwood	475-7724	
	Justin Williams	Turney & Brookhill	663-1188	
	Lacrecia Williams	Turney & Brookhill	663-1188	
	* Jessica Zimmerman	13510 Carpenter (mom cell #326-0937)	587-4346	
	Robert Joachim	5943 Turney	518-0263	
Load at Middle School				
2:45	Dante Brooks	13508 York	496-3306	Carolyn (aunt)
	Christopher Jolly	4715 East 86 St.	341-6172	
	Daelin Holt	4699 Rockwood	206-0796	
	Megan Calvey	4711 Rockwood	883-1371	
	Rayshawn Blair	Tinytown (Garfield Blvd. & Warner)	271-7450	
	* Dominic Murphy	4937 E.93 St.	288-5269	

BUS #21 LEADSHEET

TIME	NAME	ADDRESS	PHONE	SCHOOL
7:15	Anthony Strazzanti	Garfield Blvd. & E.93 St (4626 E.93 St)	441-1611	LC
7:16	Dakota Adams	Garfield Blvd. & E.85 St. (4653 E.85 St)	862-8630	LC
7:20	Dominique Henderson	Garfield Blvd. & 84 St. (8215 Reed)	862-0078	LC
7:21	Diana Hernandez	Garfield Blvd. & 86 St. (5007 E.86 St.)	326-5088	LC
7:30		*Drop off at MS - back of school*		
8:00	James Traylor	Broadway & E.141 St. (4971 E.141 St.)	978-6093	Ed. Alt.
8:01	Brandon Cleveland	Broadway & E.135 St. (4828 E.135 St.)	662-7679	Ed. Alt.
8:01	Vernall Robinson	Forestdale & Cranwood Pk (13303 Cranwood Pk)	323-5317	Ed. Alt.
8:03	Raymond Kelly	Sladden & E. 99 St. (9905 Parkview)	271-2305	Ed. Alt.
8:05	Lamere Graham	Tinytown (Garf. Blvd. & Warner)	271-7450	Ed. Alt.
8:09	Allen Trottier	Garfield Blvd. & E.85 St. (4824 E.85 St.)	773-3096	Ed. Alt.
8:10	Alan Talbert	E.88 St. & S.Highland (5218 E.88 St.)	744-5897	Ed. Alt.
8:15	Joseph Kramarz	12705 Havana	663-7687	Ed. Alt.
8:25		*Drop off at Educational Alternative* 270 Union St., Bedford, Oh. 8:30-2:30	440-232-0214	x 201
12:30	Middle School	(around back - Learning Ctr)		
	Anthony Strazzanti	Garfield Blvd. & E.93 St (4626 E.93 St)	441-1611	
	Dakota Adams	Garfield Blvd. & E.85 St. (4653 E.85 St)	862-8630	
	Dominique Henderson	Garfield Blvd. & 84 St. (8215 Reed)	862-0078	
	Diana Hernandez	Garfield Blvd. & 86 St. (5007 E.86 St.)	326-5088	
1:35	William Foster	*Pick up EW - PM Literacy students and transport to EW		
		(pull in off Granger Rd and circle around to the front of Elmwood to unload)		
2:25	Educational Alternative			
	Joseph Kramarz	Turney & Havana (12705 Havana)	663-7687	
	Brad Merritt	McCracken & E.113 St. (5040 E.113 St.)	581-0668	
	James Traylor	Broadway & E.141 St. (4971 E.141 St.)	978-6093	
	Brandon Cleveland	Broadway & E.135 St. (4828 E.135 St.)	662-7679	
	Vernall Robinson	Forestdale & Cranwood Pk (13303 Cranwood Pk)	323-5317	
	Raymond Kelly	Sladden & E. 99 St. (9905 Parkview)	271-2350	
	Lamere Graham	Tinytown (Garf. Blvd. & Warner)	271-7450	
	Allen Trottier	Garfield Blvd. & E.85 St. (4824 E.85 St.)	773-3096	
	Alan Talbert	E.88 St. & S.Highland (5218 E.88 St.)	798-0647	

VAN #1 LEADSHEET

<u>TIME</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>SCHOOL</u>
7:00	Christopher Barnes	5564 Andover (780-6310)	870-4114	Greenview
7:05	Antonio Newbill	Turney & Brookhill (6533 Brookhill)	297-5848	Greenview
7:10	Cameron Hope	13308 Carpenter (330-541-7845)	365-3556	Greenview
7:20	Steve Edgerton	9811 Robinson	341-9341	Beachwood HS
7:50	Drop off: Steve Edgerton	Beachwood High School 25100 Fairmount Blvd. 216-831-2080	8:00-2:45	
8:20	Drop off: Christopher Barnes Antonio Newbill Cameron Hope	PEP Greenview 14201 Southington Shaker Hts. #751-8453	8:30-3:00	
2:45	Beachwood HS Philip Hart Steve Edgerton	25100 Fairmount Blvd., Beachwood		
3:00	Greenview Christopher Barnes Antonio Newbill Cameron Hope	14201 Southington 9505 David		

VAN #2 LEADSHEET

<u>TIME</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>
8:20	Isaac Koonce	6044 Andover #102	518-0939
8:20	Isaiah Koonce	6044 Andover #102	518-0939
8:35	Patrick Sajovie	11014 Thornton	587-5552
8:40	Jada Moore	8116 Garfield Blvd. (219-0061)	341-8363
9:00	Drop off: Jada & Patrick Isaac & Isaiah	Achievement Ctr. 4255 Northfield Rd., Highland Hills 216-292-9700 9:00 - 2:30	
2:30	Achievement Ctr.	4255 Northfield Rd., Highland Hills	
	Drop off: Isaac Koonce Isaiah Koonce Patrick Sajovie Jada Moore	6044 Andover #102 6044 Andover #102 11014 Thornton 8116 Garfield Blvd. (219-0061)	518-0939 518-0939 587-5552 341-8363

VAN #3 LEADSHEET

<u>TIME</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>SCHOOL</u>
7:40	Nate Raymond	8132 Vista	441-0293	Eastwood
7:43	Darion Moore	4902 E.97 St.	881-5473	Bellefaire
7:48	Arielle Morgan	12335 Crest	799-2311	Cleve Sight Ctr
8:30	Drop Off: Darion	Bellefaire JCB 22001 Fairmount, Shaker Hts 216-320-8700	8:30 - 2:35	
8:45	Drop Off: Nate	Eastwood PEP 4205 Bluestone, S.Euclid 216-486-2999	8:45 - 3:00	
9:20	Drop Off: Arielle	Cleveland Sight Center 1909 E. 101 St., Cleve 216-791-8118	9:00 - 3:00	
2:45	Bellefaire pick up Darion	22001 Fairmount Blvd.	216-320-8700	
2:45	Eastwood pick up Nate	4205 Bluestone	216-486-2999	
3:00	Cleve Sight Ctr pick up Arielle	1909 East 101 St.	216-791-8118	
	Drop off: Arielle Morgan	12335 Crest	799-2311	
	Nate Raymond	8132 Vista	441-0293	
	Darion Moore	4902 E.97 St.	881-5473	

VAN #7 LEADSHEET

<u>TIME</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>
7:40	Leroy Farmer	4947 Osborn	780-0144
7:50	Michael Udell	12919 Littleton	440-823-0529
7:58	Alex Crossland	9516 Alexander	883-2308
8:00	Cole Joyner	E.99 St. & Sladden	441-3571
8:20	Drop off: Cole Joyner	Eleanor Gerson HS 8:30 - 2:45 1320 Sumner Ave.	861-6015
8:30	Drop off: Alex Crossland Leroy Farmer	Midtown 3134 Euclid Ave. (Prospect entrance)	361-7220
8:40	Drop off: Michael Udell	Westbridge 8:45 - 3:00 3185 W. 41 St.	631-3633
2:45	Eleanor Gerson HS Cole Joyner	1320 Sumner Ave.	861-6015
3:00	Midtown Alex Crossland Leroy Farmer	3134 Euclid Ave. (Prospect entrance)	361-7220
3:10	Westbridge Michael Udell	3185 W.41 St.	631-3633
	drop off: Leroy Farmer Michael Udell Alex Crossland Cole Joyner	4947 Osborn 12919 Littleton 9516 Alexander E.99 St. & Sladden	780-0144 440-823-0529 883-2308 441-3571