

GARFIELD HEIGHTS BOARD OF EDUCATION  
GARFIELD HEIGHTS, OHIO

RECORD OF PROCEEDINGS  
Minutes – Regular Board Meeting  
March 16, 2020

The Board of Education of the Garfield Heights City School District met special session on Monday, March 16, 2020 at the Garfield Heights Board of Education, 5640 Briarcliff D., Garfield Heights, Ohio 44125 at 6:00 p.m. with Mr. Joseph M. Juby, President of the Board, presiding.

ROLL CALL

Present: Mr. Juby, Mrs. Daniels, Ms. Thomas  
Absent: Mrs. Kitson

Moved by Ms. Thomas, seconded by Mrs. Daniels to approve the following Resolution No. 2020-06:

Whereas a vacancy has been caused on the board of education by reason of death; and

Whereas this board of education has the legal authority to fill a vacancy for the unexpired term thereof;

Now, therefore, be it resolved by a majority vote of all the remaining members of the board of education of the Garfield Heights School District that Millette Tucker be and hereby is, appointed to serve as a member of the Board of Education of this school district for the unexpired term of Robert Dobies, Sr., ending on December 31, 2021.

Ayes: Thomas, Daniels, Juby  
Nays: None

Garfield Heights City Councilwoman, Shayla Davis administered the oath of office to Millette Tucker.

Moved by Mr. Juby, seconded by Ms. Thomas to approve Christine Kitson to fill the unexpired term of Vice-President of the Garfield Heights Board of Education.

Ayes: Juby, Thomas, Daniels, Tucker  
Nays: None

**RECOMMEND ADOPTION OF AGENDA AS PRESENTED**

Moved by Mrs. Daniels, seconded by Mr. Juby to approve the agenda as adopted.

Ayes: Daniels, Juby, Thomas, Tucker  
Nays: None

**MOMENT OF SILENT REFLECTION & PLEDGE OF ALLEGIANCE**

## READING & APPROVAL OF MINUTES

Moved by Mr. Juby, seconded by Ms. Thomas to approve the following minutes:

Minutes from the Special Board Meeting of February 3, 2020 as presented.  
 Minutes from the Special Board Meeting of February 4, 2020 as presented.  
 Minutes from the Special Board Meeting of February 8, 2020 as presented.  
 Minutes from the Regular Board Meeting of February 26, 2020 as presented.

Ayes: Juby, Thomas, Daniels, Tucker

Nays: None

## BOARD PRESIDENT'S REPORT

Good evening & welcome to our Board meeting.

We welcome Millette Tucker to our Board, Ms. Tucker was the successful candidate from a pool of 8 citizens who applied and were interviewed.

A resolution for Bob Dobies, our Board member who recently passed away after 15 years of Service to our District was pulled from the agenda tonight. We will have the resolution at a future Board Meeting when Bob's family can attend.

I would like to thank Mr. Hanke and his entire staff for being proactive & informative during these unprecedented times.

As Superintendent, Mr. Hanke is in charge of the day-to-day operations of the District. Mr. Hanke's first 7 months have been very challenging and I feel he has done an extraordinary job.

Thank you Mr. Hanke.

Keep safe.

## COMMITTEE REPORTS:

**Cuyahoga Valley Career Center – Christine A. Kitson**  
**Student Activities - Ashley M. Thomas, M. Ed.**

The winter sports season has concluded for all of our teams and athletes.

Unfortunately, we are now living in a sport free world. Based on the recommendations of the Ohio Governor in conjunction with the OHSAA all high school sports, sporting events, practices and workouts are cancelled through April 6<sup>th</sup>. This also includes the use of any school related gym, field or sporting site.

You should have received census information in the mail, please make sure you fill out that information, as it is very important! You can even fill it out online!

I also would like to welcome Ms. Millette Tucker to our Board of Education, we are so happy to have you.

**Legislative Liaison – Joseph M. Juby**

President, Joseph M. Juby, appointed Ms. Tucker as City Liaison

**City Liaison – Millette Tucker, M. Ed, L.S.W**

**Policy Liaison – Joseph M. Juby & Nichelle N. Daniels**

**PRESENTATION**

**RECOGNITIONS/COMMENDATIONS**

**SUPERINTENDENT’S REPORT**

Thank you Mr. President,

Ahead of Governor DeWine’s mandate that all schools close by 3:30 pm today, I dismissed all non-essential staff at noon today. As of tomorrow, the only event that will be taking place will be the district’s grab and go initiative at the middle school. From tomorrow through Friday, grab and go meals will be available at the middle school from 9 am to noon. Additionally, there will be an opportunity to sign out a Chromebook for students in grades 4-12. This check out will need to be done by a parent / guardian during the grab and go. The district is working on a plan to have one evening Chromebook check out time this week. We will communicate this time and date as we finalize plans.

We have been communicating via website, social media, and blackboard calls to ensure parents are fully aware of our meal, educational, and technology initiatives. I urge all parents, students, community members, and staff to check our website and social media outlets daily for updated information during this unprecedented health emergency. As of today, schools are to remain closed through April 3, with tentative re-opening April 6. However, the Governor has indicated that schools may remain closed for the balance of this school year. Our district remains committed to offering educational opportunities through packets, and technology however long we may be ordered to have schools closed.

In summary, the Garfield Heights City Schools is dedicated to maintaining the continuity of education during the state-ordered school closure period. Buildings will be thoroughly disinfected and rigorously cleansed during this time as well. Ultimately, our hope is for everyone to remain safe and healthy. The District will continue to communicate with timely updates as soon as information is available. Thank you for your continued flexibility during this unprecedented time and evolving matter.

Please stay safe, stay healthy, take care of yourself and take care of each other.

As part of my report, I have invited Eric Johnson, legal counsel to brief the board and answer any questions, and Jim Crooks to explain our communication initiatives. Thank you. That concludes my report.

**REMARKS FROM THE PUBLIC REGARDING AGENDA ITEMS**

**REPORTS & RECOMMENDATIONS OF THE TREASURER:**

Moved by Ms. Thomas, seconded by Mrs. Tucker to approve the financials for February 2020, as presented in Exhibit "A".

Ayes: Thomas, Tucker, Daniels, Juby  
Nays: None

Moved by Mr. Juby, seconded by Mrs. Daniels to approve Resolution No. 2020-07, a resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Fiscal Officer, as presented in Exhibit "B".

Ayes: Juby, Daniels, Thomas, Tucker  
Nays: None

Moved by Mr. Juby, seconded by Mrs. Daniels to approve Resolution No 2020-08, a resolution amending the appropriation of the OneNet (451) Fund from \$5,150 to \$17,000.

Ayes: Juby, Daniels, Thomas, Tucker  
Nays: None

**RECOMMENDATIONS OF THE BOARD OF EDUCATION:****RECOMMENDATIONS OF THE SUPERINTENDENT TO THE BOARD:****PERSONNEL:**

Moved by Ms. Thomas, seconded by Mrs. Daniels approve the Employee Leaves as presented in Exhibit "C".

Ayes: Thomas, Daniels, Tucker, Juby  
Nays: None

Moved by Ms. Thomas, seconded by Mrs. Daniels to accept the disability retirement of Lisa Skerl, Physical Education Teacher at the Middle School, effective February 1, 2020 after 25 years with Garfield Heights City Schools.

Ayes: Thomas, Daniels, Tucker, Juby  
Nays: None

Moved by Ms. Thomas, seconded by Mrs. Daniels to accept the retirement resignation of Kristen Porter, English Teacher at the Middle School, effective June 30, 2020 after 20 years of service with Garfield Heights City Schools.

Ayes: Thomas, Daniels, Tucker, Juby  
Nays: None

Moved by Ms. Thomas, seconded by Mrs. Daniels to accept the resignation of Timothy Perry, Housekeeper at the Middle School, effective February 25, 2020.

Ayes: Thomas, Daniels, Tucker, Juby  
Nays: None

Moved by Ms. Thomas, seconded by Mrs. Daniels to amend the contract for Kelsey McConnell, Fourth Grade Teacher at William Foster, from M+0 step 1, to M+0 step 2 based on verification of employment, retroactive to the beginning of the school year.

Ayes: Thomas, Daniels, Tucker, Juby  
Nays: None

Moved by Ms. Thomas, seconded by Mrs. Daniels to approve the classified contract(s) for the 2019-2020 school year as follows:

<u>Name</u>	<u>Position</u>	<u>Hours</u>	<u>Exp.</u>
Brianne Gardner (eff: 3/3/20)	Bus Aide (1E)	4	0
Ashley Fuller (eff: 3/9/20)	General Cafeteria (1C) - MS	6	0
Jeffrey Cooke (eff: 3/11/20)	Assistant Custodian (3D) - HS	8	5

Ayes: Thomas, Daniels, Tucker, Juby  
Nays: None

Moved by Ms. Thomas, seconded by Mrs. Daniels to approve the Athletic Supplemental Position(s) for the 2019-2020 school year as listed below:

Demetrius Johnson - Winter Weight Lifting – HS

Ayes: Thomas, Daniels, Tucker, Juby  
Nays: None

Moved by Ms. Thomas, seconded by Mrs. Daniels to approve the Academic Supplemental Position(s) for the 2019-2020 school year on a prorated basis for hours already worked as listed below:

Spring Musical

John Krol - Vocal Music Director - HS  
Jennifer Justice - Choreographer - HS  
Sue Ciccarella - Set Design & Construction - HS  
Gary Samarin - Costumer -HS  
Chris Satola - Technology Director – HS

Ayes: Thomas, Daniels, Tucker, Juby  
Nays: None

Moved by Ms. Thomas, seconded by Mrs. Daniels to approve Middle School teachers providing lunch time tutoring for students at risk of not meeting core learning standards be paid at the hourly rate of \$26.02, funded out of Title I.

Ayes: Thomas, Daniels, Tucker, Juby  
Nays: None

Moved by Ms. Thomas, seconded by Mrs. Daniels to approve Elmwood Elementary staff that participated in the Third Grade Reading Guarantee (TGRG) Night on February 19, 2020 be paid a stipend of \$50 out of Title I funds.

Ayes: Thomas, Daniels, Tucker, Juby  
Nays: None

**POLICY:**

Moved by Mrs. Daniels, seconded by Mrs. Tucker to approve the second reading of the proposed board policies as presented in Exhibit "D".

Ayes: Daniels, Tucker, Thomas, Juby  
Nays: None

**CONTRACTS:**

**RENTALS & FACILITY USAGES:**

**MISCELLANEOUS:**

**REMARKS FROM THE PUBLIC REGARDING MISCELLANEOUS SCHOOL ITEMS**


**ANNOUNCEMENT OF NEXT BOARD MEETINGS**

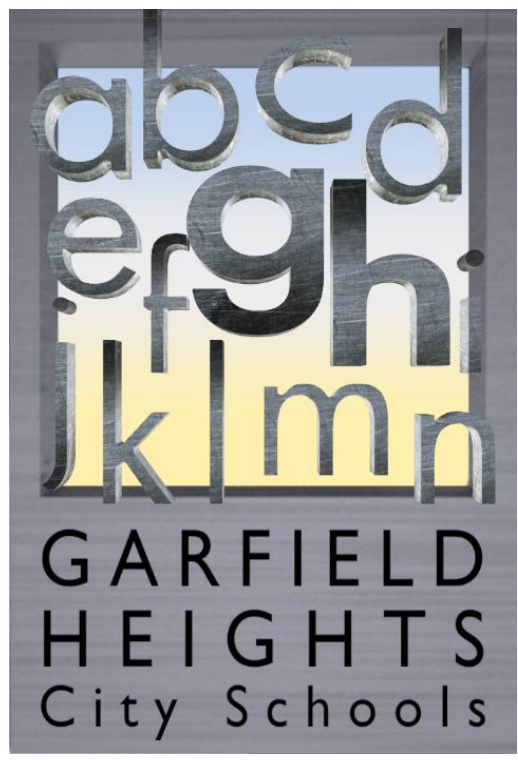
**Board of Education Regular Meeting – 6:00 P.M.  
April 20, 2020  
Board of Education Offices  
5640 Briarcliff Dr.  
Garfield Heights, OH 44125**

Moved by Mrs. Tucker, seconded by Mrs. Daniels to adjourn at 6:23 P.M.

Ayes: Tucker, Daniels, Thomas, Juby  
Nays: None

  
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President

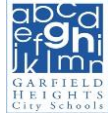
  
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Treasurer



# **Financial Report**

**February 29, 2020**

**Garfield Heights City Schools**



**Forecast Comparison - General Operating Fund**



February 2020 Forecast Estimate	February 2020 Actuals	February 2019 Actuals	Variance - Actuals to Estimate	Explanation of Variance Greater than 5%
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**Revenue:**

1.010 - General Property Tax (Real Estate)	\$ 5,800,000	\$ 6,784,000	\$ 6,511,000	\$ 984,000	
1.020 - Public Utility Property Tax	\$ -			\$ -	
1.035 - Unrestricted Grants-in-Aid	\$ 1,989,000	\$ 1,974,906	\$ 1,965,815	\$ (14,094)	
1.040 - Restricted Grants-in-Aid	\$ 54,180	\$ 54,180	\$ 53,834	\$ -	
1.050 - Property Tax Allocation				\$ -	
1.060 - All Other Operating Revenues	\$ 25,000	\$ 24,251	\$ 539,312	\$ (749)	
<b>1.070 - Total Revenue</b>	<b>\$ 7,868,180</b>	<b>\$ 8,837,337</b>	<b>\$ 9,069,961</b>	<b>\$ 969,157</b>	

**Other Financing Sources:**

2.050 - Advances In	\$ -	\$ -	\$ -	\$ -	
2.060 - All Other Financing Sources	\$ -	\$ -	\$ -	\$ -	
<b>2.080 Total Revenue and Other Financing Sources</b>	<b>\$ 7,868,180</b>	<b>\$ 8,837,337</b>	<b>\$ 9,069,961</b>	<b>\$ 969,157</b>	

**Expenditures:**

3.010 - Personnel Services	\$ 1,915,000	\$ 1,896,848	\$ 1,895,222	\$ 18,152	
3.020 - Employees' Retirement/Insurance Benefits	\$ 770,000	\$ 737,248	\$ 746,691	\$ 32,752	
3.030 - Purchased Services	\$ 800,000	\$ 1,190,853	\$ 831,047	\$ (390,853)	
3.040 - Supplies and Materials	\$ 60,000	\$ 60,835	\$ 57,531	\$ (835)	
3.050 - Capital Outlay		\$ 3,502		\$ (3,502)	
4.055 - Debt Service Other				\$ -	
4.300 - Other Objects	\$ 20,000	\$ 11,238	\$ 9,719	\$ 8,762	
<b>4.500 - Total Expenditures</b>	<b>\$ 3,565,000</b>	<b>\$ 3,900,524</b>	<b>\$ 3,540,210</b>	<b>\$ (335,524)</b>	

**Other Financing Uses:**

5.010 - Operating Transfers-Out	\$ -	\$ -	\$ -	\$ -	
5.020 - Advances Out	\$ -	\$ -	\$ -	\$ -	
<b>5.050 - Total Expenditures and Other Financing Uses</b>	<b>\$ 3,565,000</b>	<b>\$ 3,900,524</b>	<b>\$ 3,540,210</b>	<b>\$ (335,524)</b>	

**Surplus/(Deficit) for Month**

	\$ 4,303,180	\$ 4,936,813	\$ 5,529,751	\$ 633,633	
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**Garfield Heights City Schools**



**Forecast Comparison - General Operating Fund - July 2019 to June 2020**



	FYTD 20 Forecast Estimate	FYTD 20 Actuals	FYTD 19 Actuals	Variance- Current FYTD Actual to Forecast Estimate	Explanation of Variance Greater than 5%
<b>Revenue:</b>					
1.010 - General Property Tax (Real Estate)	\$ 15,198,971	\$ 15,885,007	\$ 15,695,732	\$ 686,036	Awaiting 2nd advance to see if on target
1.020 - Public Utility Property Tax	\$ 425,000	\$ 427,246	\$ 406,050	\$ 2,246	
1.035 - Unrestricted Grants-in-Aid	\$ 16,066,916	\$ 16,046,330	\$ 16,114,258	\$ (20,586)	
1.040 - Restricted Grants-in-Aid	\$ 434,416	\$ 433,736	\$ 469,549	\$ (680)	
1.050 - Property Tax Allocation	\$ 1,402,830	\$ 1,385,965	\$ 1,390,443	\$ (16,865)	
1.060 - All Other Operating Revenues	\$ 687,000	\$ 704,942	\$ 1,238,521	\$ 17,942	
<b>1.070 - Total Revenue</b>	<b>\$ 34,215,133</b>	<b>\$ 34,883,226</b>	<b>\$ 35,314,553</b>	<b>\$ 668,093</b>	
<b>Other Financing Sources:</b>					
2.050 - Advances In	\$ 185,581	\$ 185,581	\$ 328,324	\$ -	
2.060 - All Other Financing Sources	\$ -	\$ 2,500	\$ -	\$ 2,500	
<b>2.080 Total Revenue and Other Financing Sources</b>	<b>\$ 34,400,714</b>	<b>\$ 35,071,307</b>	<b>\$ 35,642,877</b>	<b>\$ 670,593</b>	
<b>Expenditures:</b>					
3.010 - Personnel Services	\$ 17,167,500	\$ 17,220,916	\$ 15,898,221	\$ (53,416)	
3.020 - Employees' Retirement/Insurance Benefits	\$ 6,135,000	\$ 6,029,663	\$ 6,137,915	\$ 105,337	
3.030 - Purchased Services	\$ 6,108,000	\$ 6,589,991	\$ 6,114,968	\$ (481,991)	
3.040 - Supplies and Materials	\$ 781,500	\$ 789,880	\$ 812,432	\$ (8,380)	
3.050 - Capital Outlay	\$ 126,000	\$ 175,325	\$ 220,890	\$ (49,325)	Addt computer equipment and transportation van was needed that was not estimated for.
4.055 - Debt Service Other	\$ -	\$ -	\$ -	\$ -	
4.300 - Other Objects	\$ 359,300	\$ 353,365	\$ 361,176	\$ 5,935	
<b>4.500 - Total Expenditures</b>	<b>\$ 30,677,300</b>	<b>\$ 31,159,140</b>	<b>\$ 29,545,602</b>	<b>\$ (481,840)</b>	
<b>Other Financing Uses:</b>					
5.010 - Operating Transfers-Out	\$ 122,000	\$ 122,000	\$ 119,105	\$ -	
5.020 - Advances Out	\$ -	\$ -	\$ -	\$ -	
<b>5.050 - Total Expenditures and Other Financing Uses</b>	<b>\$ 30,799,300</b>	<b>\$ 31,281,140</b>	<b>\$ 29,664,707</b>	<b>\$ (481,840)</b>	
<b>Surplus/(Deficit) FYTD</b>	<b>\$ 3,601,414</b>	<b>\$ 3,790,167</b>	<b>\$ 5,978,170</b>	<b>\$ 188,753</b>	

## Garfield Heights City Schools



### Revenue Analysis Report - General Operating Fund Only - FY20



2019-2020	Local Revenue					Federal	State Revenue			Non-Operating*	Total Revenue
	Taxes		Interest	Rentals	Other Local		Unrestricted Grants-in-Aid	Property Tax Allocation	Restricted Grants-in-Aid		
	Real Estate	Personal Property									
<b>July</b>	3,839,000	-	12,875	4,240	123,773	-	1,975,026	-	54,424	-	6,009,338
<b>August</b>	3,565,236	427,246	11,507	7,220	7,010	-	2,076,366	-	54,224	185,581	6,334,390
<b>September</b>	-	-	20,611	1,172	357,946	-	1,975,485	1,305,089	54,184	-	3,714,487
<b>October</b>	-	-	19,107	4,117	3,046	-	1,989,235	-	54,182	2,500	2,072,187
<b>November</b>	-	-	19,533	5,744	11,575	-	1,978,486	80,830	54,182	-	2,150,350
<b>December</b>	97,771	-	10,616	6,982	28,019	-	2,001,273	46	54,180	-	2,198,887
<b>January</b>	1,599,000	-	5,863	3,452	16,284	-	2,075,553	-	54,180	-	3,754,332
<b>February</b>	6,784,000	-	6,522	5,378	12,351	-	1,974,906	-	54,180	-	8,837,337
<b>March</b>											-
<b>April</b>											-
<b>May</b>											-
<b>June</b>											-
<b>Totals</b>	<b>\$15,885,007</b>	<b>\$427,246</b>	<b>\$106,634</b>	<b>\$38,305</b>	<b>\$560,004</b>	<b>\$0</b>	<b>\$16,046,330</b>	<b>\$1,385,965</b>	<b>\$433,736</b>	<b>\$188,081</b>	<b>\$35,071,308</b>
<b>% of Total</b>	45.29%	1.22%	0.30%	0.11%	1.60%	0.00%	45.75%	3.95%	1.24%	0.54%	

\*Non-Operating Revenue includes advances in, and refund of prior year expenditures.

## Garfield Heights City Schools



### Expenditure Analysis Report - General Operating Fund - FY20



2019-2020	Salaries	Benefits	Services	Supplies	Equipment	Other	Non-Operating*	Total Expenses
July	1,964,546	740,498	876,171	76,494	-	11,624	-	3,669,333
August	2,722,129	754,447	781,528	256,982	70,865	265,456	-	4,851,407
September	1,901,799	754,033	682,145	119,844	54,944	9,517	122,000	3,644,282
October	1,976,126	769,562	682,523	91,701	2,523	7,391	-	3,529,826
November	1,952,979	761,013	827,783	42,006	-	16,848	-	3,600,629
December	1,951,643	752,727	765,621	68,014	5,208	9,889	-	3,553,102
January	2,854,846	760,135	783,367	74,004	38,284	21,402	-	4,532,038
February	1,896,848	737,248	1,190,853	60,835	3,502	11,238	-	3,900,524
March								-
April								-
May								-
June								-
<b>TOTALS</b>	<b>\$17,220,916</b>	<b>\$6,029,663</b>	<b>\$6,589,991</b>	<b>\$789,880</b>	<b>\$175,326</b>	<b>\$353,365</b>	<b>\$122,000</b>	<b>\$31,281,141</b>
<b>% of Total</b>	<b>55.05%</b>	<b>19.28%</b>	<b>21.07%</b>	<b>2.53%</b>	<b>0.56%</b>	<b>1.13%</b>	<b>0.39%</b>	

\*Non-Operating expenses include advances and transfers out.

# Garfield Heights City Schools

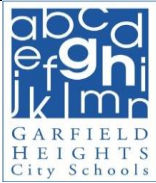


February 29, 2020

FINSUMM Financial Summary

Fund	Fund Name	Beginning Balance	Monthly Receipts	Fiscal Year To Date Receipts	Monthly Expenditures	Fiscal Year To Date Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
001	General Fund	\$3,068,444.00	\$8,837,336.00	\$35,071,305.00	\$3,900,524.00	\$31,281,142.00	\$6,858,607.00	\$1,741,107.00	\$5,117,500.00
002	Bond Retirement	\$3,890,126.00	\$1,160,000.00	\$3,680,820.00	\$0.00	\$3,256,109.00	\$4,314,837.00	\$0.00	4,314,837.00
003	Permanent Improvement	\$21,123.00	\$57,554.00	\$175,610.00	\$4,500.00	\$213,217.00	(\$16,484.00)	\$4,857.00	(21,341.00)
004	Building Fund	\$47,289.00	\$2,500.00	\$72,850.00	\$0.00	\$13,686.00	\$106,453.00	\$0.00	106,453.00
006	Food Service	\$1,389,648.00	\$212,359.00	\$1,154,782.00	\$191,437.00	\$1,245,154.00	\$1,299,276.00	\$487,536.00	811,740.00
007	Special Trust	\$16,869.00	\$0.00	\$100.00	\$750.00	\$8,250.00	\$8,719.00	\$0.00	8,719.00
008	Endowment Trust	\$102,557.00	\$139.00	\$1,314.00	\$0.00	\$1,000.00	\$102,871.00	\$0.00	102,871.00
009	Uniform Supplies	\$11.00	\$1,477.00	\$6,679.00	\$2,302.00	\$44,423.00	(\$37,733.00)	\$3,425.00	(41,158.00)
014	Rotary - Internal Services	\$72,278.00	\$28,858.00	\$123,733.00	\$61,353.00	\$140,103.00	\$55,908.00	\$0.00	55,908.00
018	Public School Support	\$2,205.00	\$1,096.00	\$23,064.00	\$841.00	\$4,961.00	\$20,308.00	\$6,132.00	14,176.00
019	Other Grants	\$5,252.00	\$27,936.00	\$105,084.00	\$19,152.00	\$201,586.00	(\$91,250.00)	\$23,758.00	(115,008.00)
022	District Agency	\$24,588.00	\$25.00	\$25.00	\$0.00	\$0.00	\$24,613.00	\$0.00	24,613.00
024	Employee Benefits Self Insurance	\$91.00	\$0.00	\$0.00	\$99,503.00	\$243,142.00	(\$243,051.00)	\$2,208,797.00	(2,451,848.00)
034	Classroom Facilities Maintenance	\$904,087.00	\$82,446.00	\$206,948.00	\$7,421.00	\$446,270.00	\$664,765.00	\$79,583.00	585,182.00
200	Student Managed Funds	\$9,617.00	\$546.00	\$15,630.00	\$3,000.00	\$16,048.00	\$9,199.00	\$3,886.00	5,313.00
300	District Managed Funds	\$1,694.00	\$4,376.00	\$177,228.00	\$24,095.00	\$180,016.00	(\$1,094.00)	\$33,139.00	(34,233.00)
401	Auxiliary Services	\$80,773.00	\$299,164.00	\$621,718.00	\$34,381.00	\$392,503.00	\$309,988.00	\$76,380.00	233,608.00
439	Public School Preschool	\$2.00	\$10,392.00	\$50,257.00	\$6,928.00	\$76,893.00	(\$26,634.00)	\$0.00	(26,634.00)
440	Entry Year Programs	\$183.00	\$0.00	\$0.00	\$0.00	\$0.00	\$183.00	\$0.00	183.00
451	OneNet (Data Communication)	\$22,125.00	\$0.00	\$4,500.00	\$0.00	\$16,975.00	\$9,650.00	\$0.00	9,650.00
452	Schoolnet Professional Development	\$9.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9.00	\$0.00	9.00
461	Vocational Education Enhancements	\$3,199.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,199.00	\$0.00	3,199.00
463	Alternative Schools	\$334.00	\$0.00	\$0.00	\$0.00	\$0.00	\$334.00	\$0.00	334.00
467	Student Wellness and Success	\$0.00	\$427,958.00	\$959,528.00	\$43,447.00	\$174,004.00	\$785,524.00	\$0.00	785,524.00
499	Miscellaneous State Grants	\$6,144.00	\$0.00	\$0.00	\$0.00	\$2,683.00	\$3,461.00	\$0.00	3,461.00
506	Race to the Top	\$604.00	\$0.00	\$0.00	\$0.00	\$0.00	\$604.00	\$0.00	604.00
516	IDEA-B	(\$177,987.00)	\$229,553.00	\$997,832.00	\$66,143.00	\$1,046,880.00	(\$227,035.00)	\$96,496.00	(323,531.00)
533	Title IID Technology	\$76.00	\$0.00	\$0.00	\$0.00	\$0.00	\$76.00	\$0.00	76.00
536	Title I - School Improvement Part A	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,526.00	(11,526.00)
572	Title I - Disadvantaged Children	(\$397,582.00)	\$151,536.00	\$908,143.00	\$151,996.00	\$1,026,848.00	(\$516,287.00)	\$119,634.00	(635,921.00)
573	Title V	\$2,074.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,074.00	\$0.00	2,074.00
584	Drug Free School	\$7,777.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,777.00	\$0.00	7,777.00
587	Preschool Handicap	\$736.00	\$4,052.00	\$17,831.00	\$2,238.00	\$20,074.00	(\$1,507.00)	\$0.00	(1,507.00)
590	Title II-A - Improving Teacher Quality	\$0.00	\$6,931.00	\$104,390.00	\$4,853.00	\$155,492.00	(\$51,102.00)	\$22,683.00	(73,785.00)
599	Miscellaneous Federal Grants	\$2,049.00	\$8,062.00	\$40,225.00	\$5,609.00	\$44,212.00	(\$1,938.00)	\$42,630.00	(44,568.00)
	<b>Grand Totals (ALL Funds)</b>	<b>\$9,106,395.00</b>	<b>\$11,554,296.00</b>	<b>\$44,519,596.00</b>	<b>\$4,630,473.00</b>	<b>\$40,251,671.00</b>	<b>\$13,374,320.00</b>	<b>\$4,961,569.00</b>	<b>\$8,412,751.00</b>

**Garfield Heights City Schools**



**Record of Advances for 2018/2019  
Returned 2019/2020**



INITIAL ADVANCE INFORMATION						ADVANCE RETURN	
Date Approved	Board Resolution	FROM Fund	TO Fund	Fund Name	Amount	Date Returned	Amount
7/15/2019	2019-15	001	019-916A	Students of Promise	\$89,000.00	9/16/2019	\$89,000.00
7/15/2019	2019-15	001	439-9019	Public School Preschool	\$14,200.00	9/16/2019	\$14,200.00
7/15/2019	2019-15	001	024	Employee Benefits	\$39,000.00	9/16/2019	\$39,000.00
7/15/2019	2019-15	001	587-9019	Preschool Handicap	\$2,996.00	9/16/2019	\$2,996.00
7/15/2019	2019-15	001	590-9019	Title II-A	\$40,385.00	9/16/2019	\$40,385.00
<b>TOTAL Advances for 2018-2019</b>					<b>\$185,581.00</b>		<b>\$185,581.00</b>
<b>Advances Outstanding</b>							<b>\$0.00</b>

**Garfield Heights City Schools**



**Approved Grant Funds for 2019/2020**



This report is a listing of all grant funds authorized and received throughout the 2019/2020 fiscal year.

<b>Fund</b>	<b>Description</b>	<b>Authorized Amount</b>	<b>Monthly Amount Received</b>	<b>Amount Received Project-To-Date</b>
	<b><u>State Grants</u></b>			
439/9020	Public School Preschool	\$80,000.00	\$10,392.00	\$38,103.00
451/9020	Data Communications	\$0.00	\$0.00	\$4,500.00
	<b><u>Auxiliary Services</u></b>			
401/9020	Trinity	\$327,963.00	\$162,480.00	\$327,964.00
401/9620	St. Benedict	\$292,857.00	\$136,396.00	\$292,857.00
	<b>Total State Funds</b>	<b>\$700,820.00</b>	<b>\$309,268.00</b>	<b>\$663,424.00</b>
	<b><u>Federal Grants</u></b>			
516/9020	IDEA-B Special Education	\$1,068,669.00	\$227,315.00	\$863,305.00
516/920R	IDEA-B Resoration	\$66,328.00	\$0.00	\$51,627.00
587/920P	IDEA Early Childhood Special Education	\$18,558.00	\$0.00	\$5,324.00
516/920L	IDEA Early Literacy SSIP	\$22,497.00	\$2,239.00	\$9,342.00
536/9020	Title I Non Competitive School Imp.	\$97,500.00	\$0.00	\$0.00
572/9020	Title I	\$2,126,042.00	\$151,536.00	\$568,035.00
587/9020	Preschool Special Education	\$14,805.00	\$4,052.00	\$9,516.00
590/9020	Title II-A Improving Teacher Quality	\$314,919.00	\$6,932.00	\$70,011.00
599/9020	Title IV-A Student Supp/Academic Enrich	\$194,462.00	\$8,062.00	\$27,340.00
	<b>Total Federal Funds</b>	<b>\$3,923,780.00</b>	<b>\$400,136.00</b>	<b>\$1,604,500.00</b>

**Garfield Heights City Schools**



**Cash Reconciliation**



**February 29, 2020**

**FINSUM Balance** **\$13,374,320.00**

**Bank Balance:**

Key Bnk - Property Tax/Foundation Receipts	\$	3,790,571.00	
PNC - General	\$	411,362.00	
JP MorganChase - Payroll	\$	(12,643.00)	
			\$ 4,189,290.00

**Investments:**

STAR Ohio		6,781,140.00	
Red Tree		2,371,418.00	
PNC-Sweep		2.00	
Citizens-Sweep		172,790.00	
		<hr/>	
			\$ 9,325,350.00

**Change Fund:**

HS School Store		50.00	
HS Library		50.00	
High School Athletics		1,050.00	
			\$ 1,150.00

Less: Outstanding Checks-PNC Bank (General Fund) (141,470.00)

Adjustments		0.00
In Transits		0.00

**Bank Balance** **\$ 13,374,320.00**

**Variance** **\$ -**



**Investment Report  
February 29, 2020**



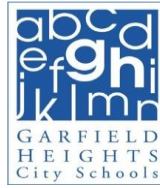
<u>FINANCIAL INSTITUTION</u>	<u>INVESTMENT TYPE</u>	<u>COST</u>	<u>MARKET VALUE</u>	<u>YIELD RATE</u>	<u>MATURITY DATE</u>
Citizens Bank	Public Super NOW	\$ 6,705.22	\$ 6,705.22	0.00	N/A
Citizens Bank	Municipal Money Market	\$ 166,085.30	\$ 166,085.30	0.00	N/A
PNC Bank	Business Perf Money Market	\$ 2.30	\$ 2.30	0.85	N/A
Red Tree Investment	Money Mkt Fund	\$ 17,162.07	\$ 17,162.07	1.45	N/A
Red Tree Investment	Agency Note	\$ 90,000.00	\$ 90,033.24	1.42	27-Jul-20
Red Tree Investment	Agency Note	\$ 100,000.00	\$ 100,112.49	1.50	28-Aug-20
Red Tree Investment	U.S. Treasury Note	\$ 54,866.80	\$ 55,055.88	1.64	31-Oct-20
Red Tree Investment	Certificate of Deposit	\$ 99,700.00	\$ 100,480.90	2.07	13-Oct-20
Red Tree Investment	Certificate of Deposit	\$ 109,890.00	\$ 110,569.47	2.27	28-Oct-20
Red Tree Investment	Certificate of Deposit	\$ 248,850.60	\$ 252,229.78	2.54	28-May-21
Red Tree Investment	Certificate of Deposit	\$ 75,000.00	\$ 75,144.60	1.76	17-Jun-21
Red Tree Investment	Certificate of Deposit	\$ 114,827.50	\$ 118,489.79	3.30	15-Nov-21
Red Tree Investment	Certificate of Deposit	\$ 114,942.50	\$ 118,157.90	2.92	31-Jan-22
Red Tree Investment	Certificate of Deposit	\$ 114,885.00	\$ 118,189.52	2.94	07-Feb-22
Red Tree Investment	Certificate of Deposit	\$ 114,850.50	\$ 118,103.62	2.85	14-Mar-22
Red Tree Investment	Certificate of Deposit	\$ 114,965.50	\$ 117,822.79	2.66	04-Apr-22
Red Tree Investment	Certificate of Deposit	\$ 129,805.00	\$ 132,955.03	2.55	31-May-22
Red Tree Investment	Certificate of Deposit	\$ 114,798.75	\$ 119,437.16	2.91	13-Mar-23
Red Tree Investment	Certificate of Deposit	\$ 29,997.00	\$ 31,181.67	2.87	29-Mar-23
Red Tree Investment	Certificate of Deposit	\$ 114,770.00	\$ 123,514.02	3.64	05-Dec-23
Red Tree Investment	Certificate of Deposit	\$ 58,941.00	\$ 61,427.44	2.89	10-Apr-24
Red Tree Investment	Certificate of Deposit	\$ 114,655.00	\$ 119,963.86	2.71	13-Jun-24
Red Tree Investment	Commercial Paper	\$ 113,149.17	\$ 114,729.75	2.21	21-Apr-20
Red Tree Investment	Commercial Paper	\$ 113,307.17	\$ 114,507.80	2.00	12-Jun-20
Red Tree Investment	Commercial Paper	\$ 113,428.94	\$ 114,330.70	1.90	03-Aug-20
Red Tree Investment	Commercial Paper	\$ 98,625.11	\$ 99,377.00	1.87	14-Aug-20
Red Tree Investment	Accrued Interest	\$ -	\$ 8,436.04		
STAROhio	State Pool	\$ 6,781,139.59	\$ 6,781,136.59	1.77	N/A
<b>Total Investment Amount</b>		<b>\$ 9,325,350.02</b>	<b>\$ 9,385,341.93</b>		

	<u>Monthly Interest</u>	<u>FYTD 2020 Interest</u>
General Fund	\$ 6,522.00	\$ 108,137.68
Food Service	1,749.00	\$ 15,764.30
Auxiliary Services-Trinity	139.00	\$ 379.33
Auxiliary Services-St. Benedict	137.00	\$ 506.08
Blaugrund Scholarship	150.00	\$ 1,326.06
	<b>\$ 8,697.00</b>	<b>\$ 126,113.45</b>



## Garfield Heights City Schools

February 29, 2020



Appropriation Summary

Fund	Permanent Appropriation	Prior FY Carryover Encumbrances	FYTD Expendable	FYTD Actual Expenditures	MTD Actual Expenditures	Current Encumbrances	FYTD Unencumbered Balance	FYTD Percent Exp/Enc
001 General Fund	\$46,829,892.00	\$514,032.00	\$47,343,924.00	\$31,281,142.00	\$3,900,524.00	\$1,741,107.00	14,321,675.00	69.75%
002 Bond Retirement	\$3,894,000.00	\$0.00	3,894,000.00	\$3,256,109.00	\$0.00	\$0.00	637,891.00	83.62%
003 Permanent Improvement	\$210,000.00	\$0.00	210,000.00	\$213,217.00	\$4,500.00	\$4,857.00	(8,074.00)	103.84%
004 Building Fund	\$82,000.00	\$0.00	82,000.00	\$13,686.00	\$0.00	\$0.00	68,314.00	0.00%
006 Food Service	\$2,155,000.00	\$16,886.00	2,171,886.00	\$1,245,154.00	\$191,437.00	\$487,536.00	439,196.00	79.78%
007 Special Trust	\$12,200.00	\$19,150.00	31,350.00	\$8,250.00	\$750.00	\$0.00	23,100.00	26.32%
008 Edowment Trust	\$2,500.00	\$500.00	3,000.00	\$1,000.00	\$0.00	\$0.00	2,000.00	33.33%
009 Uniform Supplies	\$52,000.00	\$3,369.00	55,369.00	\$44,423.00	\$2,302.00	\$3,425.00	7,521.00	86.42%
014 Rotary - Internal Services	\$106,000.00	\$0.00	106,000.00	\$140,103.00	\$61,353.00	\$0.00	(34,103.00)	132.17%
018 Public School Support	\$13,500.00	\$3,500.00	17,000.00	\$4,961.00	\$841.00	\$6,132.00	5,907.00	65.25%
019 Other Grants	\$343,969.00	\$188.00	344,157.00	\$201,586.00	\$19,152.00	\$23,758.00	118,813.00	65.48%
022 District Agency	\$19,000.00	\$8,408.00	27,408.00	\$0.00	\$0.00	\$0.00	27,408.00	0.00%
024 Employee Benefits	\$369,000.00	\$138,769.00	507,769.00	\$243,142.00	\$99,503.00	\$2,208,797.00	(1,944,170.00)	0.00%
034 Classroom Facilities Maintenance	\$635,000.00	\$0.00	635,000.00	\$446,270.00	\$7,421.00	\$79,583.00	109,147.00	0.00%
200 Student Managed Funds	\$87,000.00	\$619.00	87,619.00	\$16,048.00	\$3,000.00	\$3,886.00	67,685.00	22.75%
300 District Managed Funds	\$191,675.00	\$276.00	191,951.00	\$180,016.00	\$24,095.00	\$33,139.00	(21,204.00)	111.05%
401 Auxiliary Services	\$505,350.00	\$78,247.00	583,597.00	\$392,503.00	\$34,381.00	\$76,380.00	114,714.00	80.34%
439 Public School Preschool	\$119,982.00	\$7.00	119,989.00	\$76,893.00	\$6,928.00	\$0.00	43,096.00	64.08%
451 OneNet (Data Communication)	\$5,150.00	\$0.00	5,150.00	\$16,975.00	\$0.00	\$0.00	(11,825.00)	329.61%
499 Miscellaneous State Grants	\$3,056.00	\$0.00	3,056.00	\$2,683.00	\$0.00	\$0.00	373.00	87.79%
516 IDEA-B	\$1,134,210.00	\$19,989.00	1,154,199.00	\$1,046,880.00	\$66,143.00	\$96,496.00	10,823.00	99.06%
536 Title I - School Improvement Part A	\$0.00	\$33,334.00	33,334.00	\$0.00	\$0.00	\$11,526.00	21,808.00	34.58%
572 Title I - Disadvantaged Children	\$1,941,667.00	\$84,292.00	2,025,959.00	\$1,026,848.00	\$151,996.00	\$119,634.00	879,477.00	56.59%
587 Preschool Handicap	\$21,546.00	\$0.00	21,546.00	\$20,074.00	\$2,238.00	\$0.00	1,472.00	93.17%
590 Title II-A - Improving Teacher Quality	\$290,785.00	\$3,194.00	293,979.00	\$155,492.00	\$4,853.00	\$22,683.00	115,804.00	60.61%
599 Miscellaneous Federal Grants	\$124,335.00	\$5,000.00	129,335.00	\$44,212.00	\$5,609.00	\$42,630.00	42,493.00	67.15%
<b>Totals</b>	<b>\$59,148,817.00</b>	<b>\$929,760.00</b>	<b>\$60,078,577.00</b>	<b>\$40,077,667.00</b>	<b>\$4,587,026.00</b>	<b>\$4,961,569.00</b>	<b>\$15,039,341.00</b>	<b>74.97%</b>

**Garfield Heights City Schools**

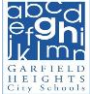


**Check Register for Checks > \$5,000  
February 2020**



<b>Vendor</b>	<b>Amount</b>	<b>Fund</b>	<b>Description</b>
ABA Outreach	\$ 18,069.00	516	Special need students outreach services
Apple, Inc	\$ 14,190.00	572	iPads for students
Education Service Center NEO	\$ 28,903.00	516	OOD Tuition
The Illuminating Co.	\$ 78,021.00	001	January Electric Bill
PSI Affiliates, Inc.	\$ 41,495.00	Various	Health/Tutoring/Intervention Services Non Public
PNC Bank National Assoc	\$ 10,960.00	Various	Credit Card Purchases
Suburban Health Consortium	\$ 497,188.00	024	Employee Health Care for November
Renhill Group	\$ 34,229.00	001	Substitute Services
Steve's Sports	\$ 14,426.00	001/006	OAPSE Uniforms
Suburban School Transportation	\$ 9,804.00	001	Special need students transportation services
Bureau of Workers Comp	\$ 10,210.00	Various	Workers Comp
Dairyman's Milk Co.	\$ 7,418.00	006	Milk Purchases
ASG Education Services	\$ 186,840.00	001	OOD Tuition LEAP Prgogram
Gordon Food Service	\$ 84,168.00	006	Food Supplies
Universal Oil	\$ 8,793.00	001	Diesel/Gas Fuel
Damon Industries	\$ 5,080.00	001	Maintenance/Cleaning Supplies
Education Service Center NEO	\$ 32,327.00	572	Americorp/Ohio Reading
HPS LLC	\$ 6,418.00	006	Pass Thu Warmer
Kidslink Neurobehavioral	\$ 19,325.00	516	OOD Tuition
McKeon Education	\$ 8,312.00	401	Non public support services
RE-ED Access	\$ 8,645.00	516	OOD Tuition
Renhill Group	\$ 33,795.00	001	Substitute Services
Steps Education Group	\$ 11,250.00	001	OOD Tuition
The Illuminating Co.	\$ 75,975.00	001	February Electric Bill
O.E. Strategies	\$ 8,550.00	001	Strategic Planning Services
Star Therapy	\$ 28,213.00	001	OT/PT Services
Brewer-Garrett	\$ 7,298.00	034	HVAC Services and Repairs
ABA Outreach	\$ 20,181.00	516	Special need students outreach services
Education Service Center NEO	\$ 15,269.00	001	OOD Tuition
Suburban School Transportation	\$ 20,592.00	001	Dec and Jan Billings
De Lage Landin Public	\$ 12,917.00	001	Transformer Lease Purchase Pymnt (2 mo's)
Bob Rogers Travel	\$ 59,402.00	014	Disney Trip Payment
Pisanick Partners	\$ 5,695.00	006	Nutrition Purchased Services
Amazon	\$ 6,573.00	Various	Educational supplies
JP Morgan Chase	\$ 1,039,195.00	Various	February #1 Payroll
JP Morgan Chase	\$ 1,047,984.00	Various	February #2 Payroll

## Garfield Heights City Schools



### Legal Fees Analysis Report - FY20



	General	BOR/BTA	GHTA	OAPSE	Special Ed	Personnel	Cell Tower	Lighting Transpt Project	Lease- Purchase/ AIF	Totals
July	1,240	2,693	31	9,114	9,620	5,923	753	1,738	-	31,112
August	1,716	3,573	31	744	6,117	13,454	-	-	-	25,635
September	3,225	4,545	-	248	1,662	1,643	-	-	-	11,323
October	2,664	2,418	-	217	422	155	-	-	-	5,876
November	3,348	3,844	-	1,581	-	2,325	-	-	-	11,098
December	5,828	1,116	-	589	-	-	-	-	-	7,533
January	1,200	1,062		2,883					12,668	17,812
February	-	-	-	-	-	-	-	-	-	-
March										-
April										-
May										-
June										-
<b>TOTALS</b>	<b>\$19,221</b>	<b>\$19,251</b>	<b>\$62</b>	<b>\$15,376</b>	<b>\$17,821</b>	<b>\$23,500</b>	<b>\$753</b>	<b>\$1,738</b>	<b>\$12,668</b>	<b>\$110,389</b>

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

(BOARD OF EDUCATION)  
Revised Code, Secs. 5705.34-5705.35

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The Board of Education of the Garfield Heights School District,  
Cuyahoga County, Ohio,

met in \_\_\_\_\_ session on the \_\_\_\_\_ day of \_\_\_\_\_, 2020  
(Regular Or Special)

at the office of \_\_\_\_\_ with the following members present:

Mr./Mrs. \_\_\_\_\_ moved the adoption of the following Resolution:

WHEREAS, This Board of Education in accordance with the provisions of law has previously adopted  
a Tax Budget for the next succeeding fiscal year commencing January 1st, 2021; and

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

RESOLVED, By the Board of Education of the Garfield Heights School District,  
Cuyahoga County, Ohio, that the amounts and rates, as determined

by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

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

**SCHEDULE A**  
**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET**  
**COMMISSION AND COUNTY FISCAL OFFICER'S ESTIMATED TAX RATES**

FUND	Amount to Be Derived from Levies Outside 10 M. Limitation	Amount Approved by Budget Commission Inside 10 M. Limitation	County Fiscal Officer's Estimate of Tax Rate to be Levied	
			Inside 10 M. Limit	Outside 10 M. Limit
	Column II	Column IV	V	VI
Sinking Fund			0.00	0.00
Bond Retirement Fund			0.00	9.50
General Fund			4.86	62.65
Library Fund				
For <b>Permanent</b> improvement				1.50
State				
<b>TOTAL</b>	\$0	\$0	4.86	73.65

**SCHEDULE B**

**LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES**

FUND	Maximum Rate Authorized to Be Levied	Co. Fiscal Officer's Est. of Yield of Levy (Carry to Schedule A, Column II)
<b>GENERAL FUND:</b>		
Current Expense Levy authorized by voters on for not to exceed _____ years. ,20		
Current Expense Levy authorized by voters on for not to exceed _____ years. ,20		
Fund: Levy authorized by voters on for not to exceed _____ years. ,20		
Fund: Levy authorized by voters on for not to exceed _____ years. ,20		
Fund: Levy authorized by voters on for not to exceed _____ years. ,20		
Fund: Levy authorized by voters on for not to exceed _____ years. ,20		
Fund: Levy authorized by voters on for not to exceed _____ years. ,20		

and be it further

RESOLVED, That the Clerk of this Board be and he is hereby directed to certify a copy of this Resolution to the County Fiscal Officer of said County.

Mr./Mrs. \_\_\_\_\_ seconded the Resolution and the roll being called

upon its adoption the vote resulted as follows:

Mr./Mrs. \_\_\_\_\_

Mr./Mrs. \_\_\_\_\_

Mr./Mrs. \_\_\_\_\_

Adopted the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Clerk of the Board of Education of the

Garfield Heights School District,

Cuyahoga County, Ohio.

**CERTIFICATE OF COPY  
ORIGINAL ON FILE**

The State of Ohio, Cuyahoga County, ss.

I, \_\_\_\_\_, Clerk of the Board of Education

of the Garfield Heights School District, in said County, and in whose custody the Files  
and Records of said Board are required by the Laws of the State of Ohio to be kept, do hereby  
certify that the foregoing is taken and copied from the original \_\_\_\_\_

\_\_\_\_\_

now on file with said Board, that the foregoing has been compared by me with said original document,  
and that the same is a true and correct copy thereof.

WITNESS my signature, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Clerk of the Board of Education of the

Garfield Heights School District,

Cuyahoga County, Ohio.

No. \_\_\_\_\_

\_\_\_\_\_  
BOARD OF EDUCATION

GARFIELD HEIGHTS SCHOOL DISTRICT

Cuyahoga County, Ohio.

\_\_\_\_\_  
RESOLUTION  
ACCEPTING THE AMOUNTS AND RATES  
AS DETERMINED BY THE BUDGET  
COMMISSION AND AUTHORIZING THE  
NECESSARY TAX LEVIES AND CERTIFYING  
THEM TO THE COUNTY FISCAL OFFICER

( Board of Education )

\_\_\_\_\_  
Adopted \_\_\_\_\_, 20 \_\_\_\_

\_\_\_\_\_  
Clerk.

\_\_\_\_\_  
Filed \_\_\_\_\_, 20 \_\_\_\_

\_\_\_\_\_  
County Fiscal Officer

By \_\_\_\_\_  
Deputy.

*Employee Leaves*

<i>Last</i>	<i>First</i>	<i>Bldg</i>	<i>Type</i>	<i>Date Out</i>	<i>Date Back</i>	<i>Notes</i>
Costello	Brittany	MS	Medical LOA	2/23/2020	TBD	Medical LOA for Family Member (FMLA)
Fogle	Arleen	WF	Medical LOA- Workers Comp	3/6/2020	4/6/2020	Medical LOA - Workers Comp
Hellert	Melinda	HS	Medical LOA	3/20/2020	TBD	Medical LOA
Horan	Brittany	WF	Maternity LOA	8/22/2020	11/16/2020	Maternity LOA
Kanpp	Michelle	HS	Extended Medical LOA	4/20/2020	4/20/2022	Extended Unpaid Medical LOA for 2 additional years
Molnar	Jennifer	ML	Intermittent Medical LOA	4/6/2020	6/1/2020	Intermittent Medical LOA for Family Member
Williams	Erica	WF	Medical LOA	3/17/2020	4/27/2020	Medical LOA (FMLA)



**Informational Only**

**FAMILY AND MEDICAL LEAVE**

The Board provides leave to eligible employees consistent with the Family Medical Leave Act (FMLA). Eligible employees are entitled to up to 12 workweeks (or 26 workweeks to care for a covered servicemember) of unpaid family and medical leave in a 12-month period. The Board continues to pay the District's share of the employee's health benefits during the leave. In addition, the District reinstates the employee to the same or an equivalent position after the employee's return from leave.

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

Additional information is contained in the regulation, which follow this policy.

[Adoption date:]

LEGAL REFS.: Family and Medical Leave Act of 1993; 29 USC 2601 et seq.; 29 CFR Part 825  
Genetic Information Nondiscrimination Act of 2008; 42 USC 2000ff et seq.  
ORC 124.38 (for city districts only)  
3319.13; 3319.141

CROSS REFS.: GCBD, Professional Staff Leaves and Absences  
GDBD, Support Staff Leaves and Absences

CONTRACT REFS.: Teachers' Negotiated Agreement  
Support Staff Negotiated Agreement

*NOTE: Genetic information acquired in relation to FMLA and its certification process falls into an exception to the prohibition against acquisition of genetic information under the Genetic Information Nondiscrimination Act of 2008. Although acquisition of genetic information is not prohibited in this instance, employers are still prohibited from discriminating based on such genetic information.*

***THIS IS A REQUIRED POLICY***

## Informational Only

### FAMILY AND MEDICAL LEAVE

#### Eligibility

An employee who has worked for the District for at least 12 months and who has worked at least 1,250 hours in the 12 months preceding the beginning of the leave is eligible for leave under the Family and Medical Leave Act (FMLA). The 12 months an employee must have been employed by the District do not need to be consecutive months. The 1,250 hours of service do not include vacation leave, sick leave, holidays or other paid leaves of absences. However, an employee returning from fulfilling his/her Uniformed Services Employment and Reemployment Rights Act (USERRA) covered service obligation shall be credited with the hours of service that would have been performed but for the period of military service in determining whether the employee worked the 1,250 hours of service.

#### Leave Entitlement

An eligible employee is allowed to take up to 12 workweeks of leave during a 12-month period. The District has chosen the following method to determine the 12-month period in which the 12 workweeks of leave entitlement occurs:

*(Choose one of the following options.)*

1. calendar year
2. any fixed 12-month "leave year"
3. the 12-month period measured forward from the date any employee's first FMLA leave begins
4. a "rolling" 12-month period measured backward from the date any employee uses any FMLA leave

An employee may be eligible for 26 workweeks of FMLA leave during a single 12-month period to care for a covered servicemember with a serious injury or illness. The District will determine the "single 12-month period" using the 12-month period measured forward from the date an employee's first FMLA leave to care for the covered servicemember begins.

#### Types of Leave

An eligible employee may take FMLA leave for the following purposes:

1. birth and care of a newborn child;
2. placement with an employee of a son or daughter for adoption or foster care;

File: GBR-R

3. care for a spouse, child or parent with a serious health condition. An employee may not take FMLA leave to care for a parent-in-law;
4. recovery from a serious health condition that keeps the employee from performing the essential functions of his/her job;
5. to respond to a “qualifying exigency” that arises because a spouse, child or parent is a military member on covered active duty or
6. to care for a covered servicemember with a serious injury or illness if the employee is the spouse, son, daughter, parent or next of kin of the covered servicemember.

*(Choose one of the following two paragraphs.)*

The District requires eligible employees to use any accrued and unused paid vacation, personal or sick leave concurrently with unpaid FMLA leave.

OR

An eligible employee may elect to use any accrued and unused paid vacation, personal or sick leave concurrently with unpaid FMLA leave, subject to the District’s policies governing such leave.

An employer cannot compel an employee to use, nor may an employee elect to use, accrued medical/sick leave in any situation for which the leave could not normally be used.

Spouses Employed by the District

*(Choose one of the following options.)*

If spouses eligible for leave are both employed by the District, their combined amount of leave for birth, adoption, foster care placement and parental illness may be limited to 12 weeks. If spouses eligible for leave are employed by the District, their combined amount of leave to care for a covered servicemember is limited to 26 weeks.

OR

If spouses eligible for leave are both employed by the District, either spouse is entitled to the full amount of FMLA leave even if their spouse has already exhausted leave for a qualifying event.

### Intermittent and Reduced Leave

FMLA leave may be taken intermittently or on a reduced leave schedule under certain circumstances. Intermittent leave is leave taken in separate blocks of time due to a single qualifying reason.

Reduced leave is a leave schedule that reduces the employee's usual number of hours per workweek or hours per workday.

Intermittent or reduced leave is available for the employee's own serious health condition; to care for a parent, spouse, son or daughter with a serious health condition; to care for a covered servicemember's serious injury or illness or for leave taken due to a qualifying exigency. Such leave may be used for the birth or adoption/placement of a child only if the Board agrees.

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

If the employee needs intermittent leave or leave on a reduced schedule that is foreseeable, the Superintendent may require the employee to temporarily transfer during the period that the intermittent or reduced leave schedule is required to an available position for which the employee is qualified and which better accommodates recurring periods of leave than does the employee's regular position.

If an eligible instructional employee (i.e., those whose principal function is to teach and instruct students in a class, a small group or an individual setting) needs intermittent leave or leave on a reduced leave schedule due to foreseeable medical treatments, and the employee would be on leave for more than 20% of the total number of working days over the period the leave would extend, the District may require the employee either to:

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

### Benefits

The Board maintains the employee's health coverage under the group health insurance plan during the period of FMLA leave on the same conditions as coverage would have been provided if the employee had been continuously employed during the entire leave period. Prior to the beginning of the FMLA leave, the employee should make arrangements with the Treasurer to pay the employee's share of health insurance.

File: GBR-R

An employee may, but is not entitled to, accrue any additional benefits or seniority during unpaid FMLA leave. Benefits accrued at the time leave began (e.g., paid vacation, sick or personal leave to the extent not substituted for unpaid FMLA leave), however, must be available to an employee upon return from leave.

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

#### Notice

When the FMLA leave is foreseeable, the employee must notify the Superintendent at least 30 days prior to the date when the leave is to begin. If the leave is not foreseeable, the employee must give notice as early as is practical. An employee shall provide at least verbal notice sufficient to make the District aware that the employee needs FMLA-qualifying leave, and the anticipated timing and duration of the leave.

The Board may deny the leave if the employee does not meet the notice requirements.

#### Certification

The Board may require the employee to provide a complete and sufficient certification from a health care provider containing specific information if he/she requests a medical leave. If there is a question concerning the validity of such certification, a second and, if necessary, a third opinion can be required, both at the expense of the District.

#### *(Permissive language)*

Upon the employee's return to work from FMLA leave occasioned by the employee's own serious health condition, the Board requires that the employee present a fitness statement from the employee's health care provider certifying that the employee is able to return to work.

#### Reinstatement

When the employee returns from the leave, the Board reinstates the employee to the same or an equivalent position with equivalent benefits, pay, terms and conditions of employment. An employee has no greater right to reinstatement or to other benefits and conditions of employment than if the employee had been continuously employed during the FMLA leave period.

Instructional Employees

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

The following limitations also apply to instructional employees who take leave near the end of a semester for purposes other than the employee's own serious health condition.

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

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

(Approval date:)

***NOTE: THIS IS A REQUIRED REGULATION***

**Informational Only**

**PUBLIC PARTICIPATION AT BOARD MEETINGS**

All meetings of the Board and Board-appointed committees are open to the public.

In order for the Board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation may be permitted at each meeting.

Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. Persons desiring more time should follow the procedure of the Board to be placed on the regular agenda. The period of public participation may be extended by a vote of the majority of the Board, present and voting.

Agendas are available to all those who attend Board meetings. The section on the agenda for public participation shall be indicated. Noted at the bottom of each agenda shall be a short paragraph outlining the Board's policy on public participation at Board meetings.

[Adoption date:]

LEGAL REFS.: ORC 121.22  
3313.20

CROSS REFS.: BCE, Board Committees  
BD, School Board Meetings  
BDDDB, Agenda Format  
BDDC, Agenda Preparation and Dissemination

*NOTE: The coding of this sample policy indicates that the identical policy is also filed in Section B, School Board Governance and Operations.*

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[Adoption date:]

LEGAL REFS.: ORC 121.22  
3313.20

CROSS REFS.: BCE, Board Committees  
BD, School Board Meetings  
BDDB, Agenda Format  
BDDC, Agenda Preparation and Dissemination  
BG, Board-Staff Communications (Also GBD)

*NOTE: The coding of this sample policy indicates that the identical policy is also filed in Section K, School-Community Relations.*

***THIS IS A REQUIRED POLICY***



**Informational Only**

**SCHOOL BOARD MEETINGS**

The Board transacts all business at official meetings of the Board. These may be either regular or special meetings. At the organizational meeting, the Board shall fix the time for holding its regular meetings, which shall be held at least once every two months. Special meetings are called between the regularly scheduled meetings to consider specific topics.

All regular and special Board meetings and Board-appointed committee meetings are open to the public. All Board meetings are publicized and conducted in compliance with the Open Meetings Act (Sunshine Law). No action may be taken by the Board in executive session.

[Adoption date:]

LEGAL REFS.: ORC 121.22(B); 121.22(C)  
3313.14; 3313.15; 3313.16

CROSS REFS.: BCA, Board Organizational Meeting  
BCE, Board Committees  
BDC, Executive Sessions  
BDDA, Notification of Meetings  
BDDF, Voting Method  
BDDH, Public Participation at Board Meetings (Also KD)  
BDDJ, Broadcasting and Taping of Board Meetings (Also KBCD)

*NOTE: The above sample policy covers both regular and special meetings and thus is filed under the general term, School Board Meetings, code BD. More extensive policies on regular and special meetings might be separated and filed under the codes pertaining to each type, BDA and BDB, respectively. The cross-references are to codes in which information directly related to school board meetings is filed in this manual.*



## Implementation of OTES 2.0 Guidance

Senate Bill 216 of the 132<sup>nd</sup> General Assembly contains several provisions pertaining to revisions to Ohio's teacher evaluation framework. Sections 3319.111 and 3319.112 of the Revised Code were amended to set forth the requirements for adoption and implementation of the revised framework, and Sections 6 and 7 of the Bill contain provisions pertaining to the pilot program for the revised framework and evaluations conducted under the current framework.

ORC 3319.111, as amended by SB 216, states:

Not later than July 1, 2020, the board of education of each school district, in consultation with teachers employed by the board, shall update its standards-based teacher evaluation policy to conform with the framework for evaluation of teachers adopted under section 3319.112 of the Revised Code. The policy shall become operative at the expiration of any collective bargaining agreement covering teachers employed by the board that is in effect on the effective date of this amendment and shall be included in any renewal or extension of such an agreement.

Additionally, Section 6 of SB 216 provides for the establishment of a pilot program by the Department to guide the framework that will be adopted the State Board pursuant to ORC 3319.112. Section 7 of SB 216 then provides:

Notwithstanding the amendment or repeal of sections 3319.111, 3319.112, and 3319.114 of the Revised Code by this act, for the 2018-2019 and 2019-2020 school years, the following shall apply:

(A) Each school district, other than a district participating in the pilot program established under Section 6 of this act, shall conduct teacher evaluations in accordance with those sections as they existed prior to the effective date of this section.

\*\*\*\*\*

### Implementation Timeline:

Upon the expiration of any collective bargaining agreement that was in effect on November 2, 2018, any renewal or extension of the collective bargaining agreement must include the new standards-based teacher evaluation policy that will be updated by the district board not later than July 1, 2020 and recognize that the policy will become operative at that time. During the 2018-2019 and 2019-2020 school years, districts (other than pilot participants) shall evaluate their teachers in accordance with the teacher evaluation framework that existed prior to November 2, 2018.

Districts are encouraged to consult local district counsel for additional implementation questions.

For evaluation concerns please contact: [evaluation@education.ohio.gov](mailto:evaluation@education.ohio.gov)