

GARFIELD HEIGHTS BOARD OF EDUCATION
GARFIELD HEIGHTS, OHIO

RECORD OF PROCEEDINGS
Minutes – Regular Board Meeting
November 18, 2019

The Board of Education of the Garfield Heights City School District met special session on Monday, November 18, 2019 at the Garfield Heights Middle School, 12000 Maple Leaf Dr., Garfield Heights, Ohio 44125 at 6:00 p.m. with Mr. Gary Wolske, President of the Board, presiding.

ROLL CALL

Present: Mr. Wolske, Mrs. Kitson, Mrs. Chamberlin, Mr. Dobies, Mr. Juby Absent:

RECOMMEND ADOPTION OF AGENDA AS PRESENTED

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

Ayes: Dobies, Juby, Chamberlin, Kitson, Wolske

Nays: None

MOMENT OF SILENT REFLECTION & PLEDGE OF ALLEGIANCE

READING & APPROVAL OF MINUTES

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

Minutes from the Regular Board Meeting of October 21, 2019

Minutes from the Special Board Meeting of October 24, 2019

BOARD PRESIDENT'S REPORT

Good evening everyone, welcome to the Middle School. Thank you Mr. Sauer, Mr. Bradford and your staffs for hosting tonight's meeting. It's always a pleasure to hold our monthly meeting in one of the school buildings. We are looking forward to hearing about the exciting things happening at the Middle School. Also, speaking for the entire Board I would like to wish everyone a happy and thankful Thanksgiving.

COMMITTEE REPORTS:

Cuyahoga Valley Career Center – Christine A. Kitson

Mrs. Kitson provided an overview of CVCC strategic plan.

Student Activities - Joseph Juby

The fall seasons have all been completed. The winter season practices have all begun with competitions starting over the next two weeks. Major recent purchases include: boys hope and girls hope facility rental, girls and boys basketball practice jerseys, hall of fame plaque instillation, girls

varsity soccer bags, MS volleyball and soccer jerseys, MS soccer socks, HS football private security and football end zone camera parts.

Legislative Liaison – Gary Wolske

City Liaison – Robert A. Dobies Sr.

Policy Liaison – Christine A. Kitson & Joan Chamberlin

PRESENTATION

Mr. Sauer – Middle School Update

Mr. Balika, Middle School Band Teacher, started the presentation with a performance by his Bucket Drummers.

The Middle School is approaching the midpoint of another exciting year at GHMS. Enrollment is on the rise, especially in 7th grade where we had to make adjustments in staffing to reduce class sizes. The middle school currently has 870 students, which up 100 students in the past 4 years. We have enrolled 86 new students since 8/22. There is an academic focus on Literacy and Math skills, closely monitoring student growth to adapt classroom instruction. There is an improved system of teacher coaching done by middle school administrators. The middle school received a bronze award from the Ohio PBIS Network for our efforts in promoting positive behavior. We were also received an award from the Ohio Department of Education and the Children's Hunger Alliance for our increase in participation in the breakfast program. We are feeding an increasing amount of families in the community with our school market. This is a partnership with the Greater Cleveland Food bank, where we distribute fresh produce on the second Wednesday of every month. There are a growing number of extracurricular activities for students, including the Bucket Drummers who performed at the meeting. This is a percussion group led by new MS Band Director Brett Balika.

Mr. Sean Patton ~ Good Behavior Game (PAXIS)

Mr. Patton explained PAX means Peace, Productivity, Health, and Happiness. This program works hand in hand with our PBIS system, (PAWS, Prompt and Prepared, Accepts Responsibility, Work Hard and Show Respect) All three elementary buildings both teachers and some support staff have been trained. Teachers are now teaching the aspects to the students, which include a PAX vision, using harmonicas, sticks and tootles positive notes. Teachers are using Granny Wacky Prizes which leads to the Good Behavior Game. The goals are to create a nurturing environment and to increase self-awareness for our students. The goal is to help give students tools to cope in the classroom and creating classrooms, which leads to improving student learning.

Mr. Sean Kennedy of Great Lakes Energy Services gave the Board a brief overview on how the recommendation to contract with AEP for a two year Master Energy Agreement was the best electrical rate for the school district including the savings the district will see from the previous contract rate.

Mr. Sluka, Treasurer/CFO, gave the Board an overview on the Five-Year Forecast including highlighting key areas that have a significant impact on the forecast.

RECOGNITIONS/COMMENDATIONS

Mr. Sluka presented Mr. Sauer with a poster that recognized the Middle School as a Silver and Rising Star Champion of Breakfast school.

SUPERINTENDENT'S REPORT

Mr. Sean Patton read the Superintendent's Report:

Thank you, Mr. President. With an eye on the first quarter grades, principals now have the baseline information they need to begin using this foundation as a launching pad forward with each and every student. Academic growth and educational achievement will remain the top priority for the Garfield Heights City Schools, and with this in mind, continued rigor, progress meetings and creative efforts for teaching and instruction continue to be deployed on a daily basis. The Garfield Heights City Schools cannot stress the importance of parental involvement enough. Your interest in attending parent/teacher conferences, checking Progress Book and visiting your child to volunteer time at his or her building goes a long way to reinforcing the importance education has. Thank you to everyone for their efforts.

Beyond the classroom, Garfield Heights students continue to shine in many co and extra-curricular manners. Congratulations to our fall sports athletes who completed their seasons since our last meeting, to our advisors and coaches for their dedication and the parents for their support. The Winter Sports season is upon the District, and we encourage you to visit the website so that you can participate firsthand in watching the talent and skills of our student-athletes as they represent the Garfield Heights City Schools. You will be proud.

We thank Jennings Home for allowing our students to be integrally involved in their Veterans Day ceremony earlier this month. For the fourth consecutive year, students have been asked to carry the flag representing each of the US Armed Forces and holding them as the American flag was lowered to half-staff during the ceremony. This year, Mrs. Abraham and Ms. Huncharek selected several of our ambassadors, or student leaders, to help carry flags. Then, in an emotional presentation, our very own Garfield Heights City Schools students read aloud the importance of veterans and what significance they have to our community. Our students were given a thunderous round of applause for their efforts. A video of our students saluting community veterans is available on the District's You Tube channel and Facebook page.

Finally, Mr. Benjamin's Drama Department just opened its fall performance of Check Please: Take 2, this past weekend. The time, effort and energy invested by our students is impressive. Our friends at Garfield Heights Senior Center visited the Center for Performing Arts last week to see a preview of our fine student performers. Please go online to see when performance times take place and stop by to support our students.

With the cold, upcoming winter temperatures and weather, please be sure that your children are appropriate dressed for outdoor elements while traveling to and from school. And as always, we thank our students, staff, community and other partners for their continued collaboration and cooperation.

Thank you.

REMARKS FROM THE PUBLIC REGARDING AGENDA ITEMS

REPORTS & RECOMMENDATIONS OF THE TREASURER:

Moved by Mr. Juby, seconded by Mrs. Kitson to approve the financials for October 2019 as presented in Exhibit "A".

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

Moved by Mr. Juby, seconded by Mrs. Kitson to approve the Five Year Forecast, as presented in Exhibit "B".

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

RECOMMENDATIONS OF THE BOARD OF EDUCATION:

Moved by Mrs. Chamberlin, seconded by Mr. Juby to approve the appointment of Mrs. Chris Kitson to the Cuyahoga Valley Career Center as the Garfield Heights Board of Education Representative for three-year period commencing, January 1, 2020.

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

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

Moved by Mr. Juby, seconded by Mrs. Kitson to approve the Employee Leaves as presented in Exhibit "C".

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

Moved by Mr. Juby, seconded by Mrs. Kitson to accept the resignation of Monika Mazur, Fifth Grade Teacher at Elmwood, effective November 1, 2019.

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

Moved by Mr. Juby, seconded by Mrs. Kitson to approve Trent Millard, Fifth Grade Teacher at Elmwood, at B+30, Step 1, effective November 25, 2019.

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

Moved by Mr. Juby, seconded by Mrs. Kitson to accept the resignation of Pat Basmagy, Auxiliary Service Clerk at St. Benedict's School effective December 19, 2019.

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

Moved by Mr. Juby, seconded by Mrs. Kitson to terminate the probationary contract of Helene Casserlie, General Cafeteria Worker (1C) at William Foster for job abandonment effective October 28, 2019.

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

Moved by Mr. Juby, seconded by Mrs. Kitson to amend the contract for James Boyeas, Intervention Specialist at the High School to M+30, Step 4 based on verification of employment.

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

Moved by Mr. Juby, seconded by Mrs. Kitson 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>
Ewelina Glazar (eff: 11/4/19)	Housekeeping (1D) - HS	6	0
Denise Jastrzbeski (eff: 11/11/19)	Housekeeping (1D) - WF	6	0
Margarita Moore (eff: 11/5/19)	Housekeeping (1D) - MS	6	0
Gale Moore (eff: 11/11/19)	Bus Aide (1E) - Transportation	4	0
Quetta Lee (eff: 11/18/19)	General Café (1C) - WF	6	0

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

Moved by Mr. Juby, seconded by Mrs. Kitson to approve the following classified transfer/change of assignments for the 2019-2020 school year as follows:

<u>Name</u>	<u>Previous Position</u>	<u>New Position</u>	<u>Hours</u>	<u>Step</u>
James Schill (eff: 1/02/20)	Master Mechanic(4F)-Maint.	Custodian - EW (4D)	8	15

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

Moved by Mr. Juby, seconded by Mrs. Kitson to approve the following grant funded Title I certified tutors effective November 19, 2019 as follows:

<u>William Foster</u>	<u>Elmwood</u>
Sara VanDeusen	Jennifer Boucher
Oshauwnya Cleveland	Kristen North

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

Moved by Mr. Juby, seconded by Mrs. Kitson to approve Elmwood teachers providing after school tutoring in reading be paid at the hourly rate of \$26.02 from Title I funds.

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

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

William J. Johnson - Head Basketball Coach - HS
John Klag - Head Wrestling Coach - HS
Krystiana Collins - Assistant Girls Basketball Coach - HS
Michael Galaska - Head Wrestling Coach - MS
April Kossman - Drill Team Coach - MS
Jana Jenkins - Assistant Wrestling Coach - MS
Michael Cruz - Assistant Boys Basketball Coach - HS
Demetrius Johnson - Assistant Boys Basketball Coach - HS
Jim Sever - Assistant Boys Basketball Coach - HS
Kenneth Pride - Assistant Boys Basketball Coach - HS
Jeffrey Papesh - Head Baseball Coach - HS
Krystiana Collins - Head Track Coach - HS

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

Moved by Mr. Juby, seconded by Mrs. Kitson to approve extra time for Courtney Bose School Psychologist at William Foster for up to 60 hours at the curriculum rate of \$26.02 for the 2019-2020 school year to be paid through IDEA-B Grant.

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

Moved by Mr. Juby, seconded by Mrs. Kitson to approve stipends for teachers participating in the Middle School's Parent Information Night on November 20th, to be paid out of Title I funds, not to exceed \$50.

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

POLICY:

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

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

CONTRACTS:

Moved by Mrs. Chamberlin, seconded by Mrs. Kitson to approve an amended service agreement between the Garfield Heights City School and PSI Associates, Inc. for the 2019-2020 school year for Remedial/Title I Teacher Services for non-public schools, to be paid from Title funds.

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

Moved by Mrs. Chamberlin, seconded by Mrs. Kitson to approve a 24 month Master Energy Agreement with AEP Energy to be the district's electricity supplier effective January 17, 2020.

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

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.
December 16, 2019
Board of Education Offices
5640 Briarcliff Dr.
Garfield Heights, Ohio 44125**

Moved by Mr. Juby, seconded by Mr. Dobies to enter into executive session at 6:52 p.m. to discuss legal matter and negotiations.

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

Mrs. Kitson left the meeting at 6:52 p.m.


Adjourned from executive session at 7:20 p.m.

Moved by Mrs. Chamberlin, seconded by Mr. Dobies to adjourn at 7:21 p.m.

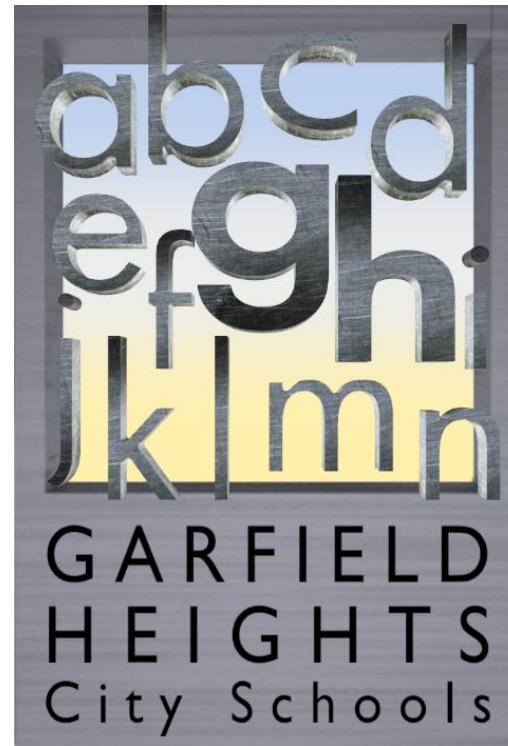
Ayes: Chamberlin, Dobies, Juby, Wolske
Nays: None



President



Treasurer



Financial Report

October 31, 2019

Garfield Heights City Schools



Forecast Comparison - General Operating Fund - October 2019



	October 2019 FCST Estimate	October 2019 Actuals	October 2018 Actuals	Variance - Actuals to Estimate	Explanation of Variance Greater than 5%
Revenue:					
1.010 - General Property Tax (Real Estate)	\$ -	\$ -	\$ -	\$ -	
1.020 - Public Utility Property Tax	\$ -	\$ -	\$ -	\$ -	
1.035 - Unrestricted Grants-in-Aid	\$ 1,989,235	\$ 1,989,235	\$ 2,291,273	\$ -	
1.040 - Restricted Grants-in-Aid	\$ 54,184	\$ 54,182	\$ 77,152	\$ (2)	
1.050 - Property Tax Allocation	\$ -	\$ -	\$ 1,341,841	\$ -	
1.060 - All Other Operating Revenues	\$ 35,000	\$ 26,270	\$ 202,950	\$ (8,730)	
1.070 - Total Revenue	\$ 2,078,419	\$ 2,069,687	\$ 3,913,216	\$ (8,732)	
Other Financing Sources:					
2.050 - Advances In	\$ -	\$ -	\$ -	\$ -	
2.060 - All Other Financing Sources	\$ -	\$ 2,500	\$ -	\$ 2,500	
2.080 Total Revenue and Other Financing Sources	\$ 2,078,419	\$ 2,072,187	\$ 3,913,216	\$ (6,232)	
Expenditures:					
3.010 - Personnel Services	\$ 1,975,000	\$ 1,976,126	\$ 1,870,309	\$ (1,126)	
3.020 - Employees' Retirement/Insurance Benefits	\$ 770,000	\$ 769,562	\$ 761,174	\$ 438	
3.030 - Purchased Services	\$ 700,000	\$ 682,523	\$ 636,893	\$ 17,477	
3.040 - Supplies and Materials	\$ 90,000	\$ 91,701	\$ 50,327	\$ (1,701)	
3.050 - Capital Outlay	\$ -	\$ 2,523	\$ 3,549	\$ (2,523)	
4.055 - Debt Service Other	\$ -	\$ -	\$ 133,514	\$ -	
4.300 - Other Objects	\$ 6,800	\$ 7,391	\$ 19,287	\$ (591)	
4.500 - Total Expenditures	\$ 3,541,800	\$ 3,529,826	\$ 3,475,053	\$ 11,974	
Other Financing Uses:					
5.010 - Operating Transfers-Out	\$ -	\$ -	\$ -	\$ -	
5.020 - Advances Out	\$ -	\$ -	\$ -	\$ -	
5.050 - Total Expenditures and Other Financing Uses	\$ 3,541,800	\$ 3,529,826	\$ 3,475,053	\$ 11,974	
Surplus/(Deficit) for Month	\$ (1,463,381)	\$ (1,457,639)	\$ 438,163	\$ 5,742	

Garfield Heights City Schools



Forecast Comparison - General Operating Fund - July to June 2020



	FYTD 20 FCST Estimate	FYTD 20 Actuals	FYTD 19 Actuals	Variance- Current FYTD Actual to FCST Estimate	Explanation of Variance Greater than 5%
Revenue:					
1.010 - General Property Tax (Real Estate)	\$ 7,404,000	\$ 7,404,236	\$ 8,503,764	\$ 236	
1.020 - Public Utility Property Tax	\$ 425,000	\$ 427,246	\$ 385,498	\$ 2,246	
1.035 - Unrestricted Grants-in-Aid	\$ 8,031,235	\$ 8,016,112	\$ 8,222,026	\$ (15,123)	
1.040 - Restricted Grants-in-Aid	\$ 217,684	\$ 217,014	\$ 312,928	\$ (670)	
1.050 - Property Tax Allocation	\$ 1,322,000	\$ 1,305,089	\$ 2,624,463	\$ (16,911)	
1.060 - All Other Operating Revenues	\$ 580,000	\$ 572,623	\$ 390,444	\$ (7,377)	
1.070 - Total Revenue	\$ 17,979,919	\$ 17,942,320	\$ 20,439,123	\$ (37,599)	
Other Financing Sources:					
2.050 - Advances In	\$ 185,581	\$ 185,581	\$ -	\$ -	
2.060 - All Other Financing Sources	\$ -	\$ 2,500	\$ -	\$ 2,500	
2.080 Total Revenue and Other Financing Sources	\$ 18,165,500	\$ 18,130,401	\$ 20,439,123	\$ (35,099)	
Expenditures:					
3.010 - Personnel Services	\$ 8,615,000	\$ 8,564,600	\$ 7,345,973	\$ 50,400	
3.020 - Employees' Retirement/Insurance Benefits	\$ 3,025,000	\$ 3,018,540	\$ 3,017,219	\$ 6,460	
3.030 - Purchased Services	\$ 3,058,000	\$ 3,022,367	\$ 2,606,053	\$ 35,633	
3.040 - Supplies and Materials	\$ 543,500	\$ 545,021	\$ 498,992	\$ (1,521)	
3.050 - Capital Outlay	\$ 126,000	\$ 128,331	\$ 250,164	\$ (2,331)	
4.055 - Debt Service Other	\$ -	\$ -	\$ 133,514	\$ -	
4.300 - Other Objects	\$ 294,300	\$ 293,988	\$ 280,592	\$ 312	
4.500 - Total Expenditures	\$ 15,661,800	\$ 15,572,847	\$ 14,132,507	\$ 88,953	
Other Financing Uses:					
5.010 - Operating Transfers-Out	\$ 122,000	\$ 122,000	\$ -	\$ -	
5.020 - Advances Out	\$ -	\$ -	\$ -	\$ -	
5.050 - Total Expenditures and Other Financing Uses	\$ 15,783,800	\$ 15,694,847	\$ 14,132,507	\$ 88,953	
Surplus/(Deficit) FYTD	\$ 2,381,700	\$ 2,435,554	\$ 6,306,616	\$ 53,854	

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									
July	3,839,000	-	12,875	4,240	123,773	-	1,975,026	-	54,424	-	6,009,338
August	3,565,236	427,246	11,507	7,220	7,010	-	2,076,366	-	54,224	185,581	6,334,390
September	-	-	20,611	1,172	357,946	-	1,975,485	1,305,089	54,184	-	3,714,487
October			19,107	4,117	3,046		1,989,235		54,182	2,500	2,072,187
November											-
December											-
January											-
February											-
March											-
April											-
May											-
June											-
Totals	\$7,404,236	\$427,246	\$64,100	\$16,749	\$491,775	\$0	\$8,016,112	\$1,305,089	\$217,014	\$188,081	\$18,130,402
% of Total	40.84%	2.36%	0.35%	0.09%	2.71%	0.00%	44.21%	7.20%	1.20%	1.04%	

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

Garfield Heights City Schools



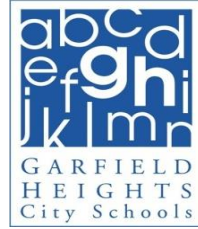
Expenditure Analysis Report - General Operating Fund - FY20



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								-
December								-
January								-
February								-
March								-
April								-
May								-
June								-
TOTALS	\$8,564,600	\$3,018,540	\$3,022,367	\$545,021	\$128,332	\$293,988	\$122,000	\$15,694,848
% of Total	54.57%	19.23%	19.26%	3.47%	0.82%	1.87%	0.78%	

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

Garfield Heights City Schools

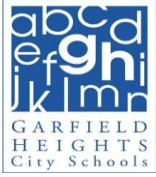


October 31, 2019

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	\$2,072,187.00	\$18,130,401.00	\$3,529,826.00	\$15,694,847.00	\$5,503,998.00	\$2,324,396.00	\$3,179,602.00
002	Bond Retirement	\$3,890,126.00	\$0.00	\$2,147,627.00	\$224.00	\$9,758.00	\$6,027,995.00	\$0.00	6,027,995.00
003	Permanent Improvement	\$21,123.00	\$0.00	\$104,079.00	\$3,997.00	\$155,574.00	(\$30,372.00)	\$19,769.00	(50,141.00)
004	Building Fund	\$47,289.00	\$4,225.00	\$57,675.00	\$0.00	\$13,686.00	\$91,278.00	\$0.00	91,278.00
006	Food Service	\$1,389,648.00	\$228,894.00	\$318,735.00	\$183,437.00	\$490,000.00	\$1,218,383.00	\$374,208.00	844,175.00
007	Special Trust	\$16,869.00	\$0.00	\$100.00	\$0.00	\$7,000.00	\$9,969.00	\$250.00	9,719.00
008	Endowment Trust	\$102,557.00	\$172.00	\$765.00	\$0.00	\$1,000.00	\$102,322.00	\$0.00	102,322.00
009	Uniform Supplies	\$11.00	\$1,012.00	\$3,469.00	\$7,077.00	\$27,072.00	(\$23,592.00)	\$17,035.00	(40,627.00)
014	Rotary - Internal Services	\$72,278.00	\$18,169.00	\$33,787.00	\$33,750.00	\$46,250.00	\$59,815.00	\$32,500.00	27,315.00
018	Public School Support	\$2,204.00	\$5,046.00	\$7,884.00	(\$6,215.00)	(\$5,400.00)	\$15,488.00	\$3,594.00	11,894.00
019	Other Grants	\$5,253.00	\$0.00	\$74,680.00	\$26,454.00	\$164,293.00	(\$84,360.00)	\$4,510.00	(88,870.00)
022	District Agency	\$24,588.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,588.00	\$0.00	24,588.00
024	Employee Benefits Self Insurance	\$91.00	\$0.00	\$0.00	(\$93,223.00)	\$16,278.00	(\$16,187.00)	\$252,216.00	(268,403.00)
034	Classroom Facilities Maintenance	\$904,087.00	\$0.00	\$104,479.00	\$57,316.00	\$275,902.00	\$732,664.00	\$69,710.00	662,954.00
200	Student Managed Funds	\$9,617.00	\$7,972.00	\$13,227.00	\$521.00	\$9,432.00	\$13,412.00	\$6,474.00	6,938.00
300	District Managed Funds	\$1,694.00	\$20,556.00	\$156,200.00	\$43,990.00	\$96,452.00	\$61,442.00	\$25,165.00	36,277.00
401	Auxiliary Services	\$80,773.00	\$105.00	\$166,716.00	\$24,577.00	\$229,072.00	\$18,417.00	\$189,090.00	(170,673.00)
439	Public School Preschool	\$2.00	\$6,928.00	\$19,081.00	\$6,928.00	\$45,717.00	(\$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	\$0.00	\$0.00	\$16,975.00	\$5,150.00	\$0.00	5,150.00
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	\$427,687.00	\$427,687.00	\$0.00	\$0.00	\$427,687.00	\$0.00	427,687.00
499	Miscellaneous State Grants	\$6,145.00	\$0.00	\$0.00	\$2,683.00	\$2,683.00	\$3,462.00	\$0.00	3,462.00
506	Race to the Top	\$604.00	\$0.00	\$0.00	\$0.00	\$0.00	\$604.00	\$0.00	604.00
516	IDEA-B	(\$177,988.00)	\$2,992.00	\$75,785.00	\$131,208.00	\$482,331.00	(\$584,534.00)	\$512,740.00	(1,097,274.00)
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	\$0.00	0.00
572	Title I - Disadvantaged Children	(\$397,582.00)	\$525.00	\$340,108.00	\$87,447.00	\$532,913.00	(\$590,387.00)	\$129,224.00	(719,611.00)
573	Title V	\$2,074.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,074.00	\$34.00	2,040.00
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	\$737.00	\$2,991.00	\$2,991.00	\$1,092.00	\$4,088.00	(\$360.00)	\$5,324.00	(5,684.00)
590	Title II-A - Improving Teacher Quality	\$0.00	\$0.00	\$34,379.00	\$19,929.00	\$114,478.00	(\$80,099.00)	\$21,802.00	(101,901.00)
599	Miscellaneous Federal Grants	\$2,048.00	\$817.00	\$12,412.00	\$3,916.00	\$20,222.00	(\$5,762.00)	\$23,475.00	(29,237.00)
	Grand Totals (ALL Funds)	\$9,106,395.00	\$2,800,278.00	\$22,232,267.00	\$4,064,934.00	\$18,450,623.00	\$12,888,039.00	\$4,011,516.00	\$8,876,523.00

Garfield Heights City Schools

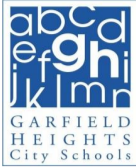


**Record of Advances for 2018/2019
Returned 2019/2020**



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
TOTAL Advances for 2018-2019					\$185,581.00		\$185,581.00
Advances Outstanding							\$0.00

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.

Fund	Description	Authorized Amount	Non-Public Authorized Amount	Monthly Amount Received	Amount Received Project-To-Date
	<u>State Grants</u>				
439/9020	Public School Preschool	\$80,000.00	\$0.00	\$0.00	\$65,358.44
451/9020	Data Communications	\$0.00	\$0.00	\$0.00	\$0.00
	<u>Auxiliary Services</u>				
401/9020	Trinity	\$250,063.00	\$0.00	\$0.00	\$302,295.00
401/9620	St. Benedict	\$249,369.00	\$0.00	\$0.00	\$342,037.00
	Total State Funds	\$579,432.00	\$0.00	\$0.00	\$709,690.44
	<u>Federal Grants</u>				
516/9020	IDEA-B Special Education	\$1,011,005.00	\$0.00	\$0.00	\$1,170,335.28
516/919S	SSIP IDEA	\$22,497.00	\$0.00	\$0.00	\$79,114.38
572/9020	Title I	\$1,669,067.00	\$0.00	\$525.00	\$1,537,864.93
587/9020	Preschool Special Education	\$18,550.00	\$0.00	\$0.00	\$27,914.96
590/9020	Title II-A Improving Teacher Quality	\$216,955.00	\$0.00	\$0.00	\$163,239.92
599/9020	Title IV-A Student Supp/Academic Enrich	\$113,726.00	\$0.00	\$817.00	\$12,412.00
	Total Federal Funds	\$3,051,800.00	\$0.00	\$1,342.00	\$2,990,881.47

Garfield Heights City Schools



Cash Reconciliation



October 31, 2019

FINSUM Balance **\$12,888,039.00**

Bank Balance:

Key Bnk - Property Tax/Foundation Receipts	\$	620,013.00	
PNC - General	\$	404,008.00	
JP MorganChase - Payroll	\$	(18,441.00)	
			\$ 1,005,580.00

Investments:

STAR Ohio		9,457,756.00	
Red Tree		2,353,444.00	
PNC-Sweep		4,111.00	
Citizens-Sweep		146,008.00	
		<hr/>	
			\$ 11,961,319.00

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) (80,070.00)

Adjustments		0.00
In Transits		60.00

Bank Balance **\$ 12,888,039.00**

Variance **\$ -**

Garfield Heights City Schools

October 31, 2019



Appropriation Summary

Fund	Permanent Appropriated	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	\$15,694,847.00	\$3,529,826.00	\$2,324,396.00	29,324,681.00	38.06%
002 Bond Retirement	\$3,894,000.00	\$0.00	3,894,000.00	\$9,758.00	\$224.00	\$0.00	3,884,242.00	0.25%
003 Permanent Improvement	\$210,000.00	\$0.00	210,000.00	\$155,574.00	\$3,997.00	\$19,769.00	34,657.00	83.50%
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	\$490,000.00	\$183,437.00	\$374,208.00	1,307,678.00	39.79%
007 Special Trust	\$12,200.00	\$19,150.00	31,350.00	\$7,000.00	\$0.00	\$250.00	24,100.00	23.13%
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	\$27,072.00	\$7,077.00	\$17,035.00	11,262.00	79.66%
014 Rotary - Internal Services	\$106,000.00	\$0.00	106,000.00	\$46,250.00	\$33,750.00	\$32,500.00	27,250.00	74.29%
018 Public School Support	\$13,500.00	\$3,500.00	17,000.00	(\$5,400.00)	(\$6,215.00)	\$3,594.00	18,806.00	-10.62%
019 Other Grants	\$343,969.00	\$188.00	344,157.00	\$164,293.00	\$26,454.00	\$4,510.00	175,354.00	49.05%
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	\$16,278.00	(\$93,223.00)	\$252,216.00	239,275.00	0.00%
034 Classroom Facilities Maintenance	\$635,000.00	\$0.00	635,000.00	\$275,902.00	\$57,316.00	\$69,710.00	289,388.00	0.00%
200 Student Managed Funds	\$87,000.00	\$619.00	87,619.00	\$9,432.00	\$521.00	\$6,474.00	71,713.00	18.15%
300 District Managed Funds	\$191,675.00	\$276.00	191,951.00	\$96,452.00	\$43,990.00	\$25,165.00	70,334.00	63.36%
401 Auxiliary Services	\$505,350.00	\$78,247.00	583,597.00	\$229,072.00	\$24,577.00	\$189,090.00	165,435.00	71.65%
439 Public School Preschool	\$119,982.00	\$7.00	119,989.00	\$45,717.00	\$6,928.00	\$0.00	74,272.00	38.10%
451 OneNet (Data Communication)	\$5,150.00	\$0.00	5,150.00	\$16,975.00	\$0.00	\$0.00	(11,825.00)	0.00%
499 Miscellaneous State Grants	\$3,056.00	\$0.00	3,056.00	\$2,683.00	\$2,683.00	\$0.00	373.00	87.79%
516 IDEA-B	\$1,134,210.00	\$19,989.00	1,154,199.00	\$482,331.00	\$131,208.00	\$512,740.00	159,128.00	86.21%
536 Title I - School Improvement Part A	\$0.00	\$33,334.00	33,334.00	\$0.00	\$0.00	\$0.00	33,334.00	0.00%
572 Title I - Disadvantaged Children	\$1,941,667.00	\$84,292.00	2,025,959.00	\$532,913.00	\$87,447.00	\$129,224.00	1,363,822.00	32.68%
587 Preschool Handicap	\$21,546.00	\$0.00	21,546.00	\$4,088.00	\$1,092.00	\$5,324.00	12,134.00	43.68%
590 Title II-A - Improving Teacher Quality	\$290,785.00	\$3,194.00	293,979.00	\$114,478.00	\$19,929.00	\$21,802.00	157,699.00	46.36%
599 Miscellaneous Federal Grants	\$124,335.00	\$5,000.00	129,335.00	\$20,222.00	\$3,916.00	\$23,475.00	85,638.00	33.79%
Totals	\$59,148,817.00	\$929,760.00	\$60,078,577.00	\$18,450,623.00	\$4,064,934.00	\$4,011,482.00	\$37,616,472.00	37.39%

Garfield Heights City Schools



**Check Register for Checks > \$5,000
October 2019**



Vendor	Amount	Fund	Description
Paxis Institute	\$ 5,065.00	590	Good Behavior Game Staff Training
Star Therapy & Sales	\$ 13,112.00	001	Therapy Services
Adelmo's Electric	\$ 5,020.00	034	Repair Fire Water Line
Archer, Anita PHD Inc	\$ 8,000.00	019	Literacy Instructional Services
Connect	\$ 17,932.00	001	Progressbook Core Services and Licensure
Jefferson County	\$ 8,325.00	001	VLA Fees
Martin Public Seating	\$ 6,512.00	003/034	Caeteria Tables/Student Chairs
Really Great Reading	\$ 8,575.00	572	Instructional supplies
Zenith Systems	\$ 5,800.00	001	AMAG Servers Maintenance and Support
Educational Alternatives	\$ 5,936.00	516	OOD Tuition
Bureau of Workers Comp	\$ 11,092.00	Various	Workers Comp
Suburban Health Consortium	\$ 497,825.00	024	Employee Health Care for October
PNC Bank National Assoc	\$ 9,577.00	Various	Credit Card Purchases
Bob Rogers Travel	\$ 32,500.00	014	Disney Trip Deposit #2
ALGY Costumes & Uniforms	\$ 6,903.00	300	Dance Line Uniforms
Damon Industries	\$ 20,426.00	001	Maintenance Contract/Cleaning Supplies
Kidslink Neurobehavioral	\$ 19,325.00	516	OOD Tuition
McKeon Education Group	\$ 8,312.00	401	Non Public Intervention Services
Renhill Group	\$ 14,445.00	001	Substitute Services
Star Therapy & Sales	\$ 28,826.00	001	Therapy Services
Brewer-Garrett	\$ 6,332.00	034	HVAC Shared Services Contract
Illuminating Company	\$ 79,520.00	001	October Electricity
Universal Oil	\$ 9,008.00	001	Diesel Gas
ABA Outreach Services	\$ 17,138.00	516	Behavior support services
Jefferson County	\$ 8,325.00	001	VLA Fees
RE-Ed Access, LLC	\$ 9,100.00	516	OOD Tuition/Transportation
Dairyman's Milk Co.	\$ 9,803.00	006	Milk Purchases
Gordon Food Service	\$ 86,800.00	006	Food Supplies
Paxis Institute	\$ 5,593.00	572	Good Behavior Game
Steve Sports	\$ 7,300.00	300	Volleyball & Soccer Uniforms
OSC-Gas	\$ 8,394.00	001	Natural Gas for October
Black Box Network Services	\$ 6,750.00	001	Donama Software renewal
Courtyard Management Services	\$ 7,331.00	019	Students of Promise College Trip Hotel
Fisher & Phillips, LLP	\$ 5,875.00	001	October Legal Fees
Linkedin Company	\$ 9,500.00	001	Lynda.com tech training
Pisanick Partners	\$ 5,695.00	006	Nutrition Purchased Services
PSI Affiliates, Inc.	\$ 37,055.00	Various	Health/Diagnostic/Intervention Services
Renhill	\$ 15,226.00	001	Substitute Services
Suburban School Transportation	\$ 9,044.00	001	Special Needs Student Transportation
Amazon	\$ 9,128.00	001	Instructional Supplies
Brewer-Garrett	\$ 9,764.00	034	Compressor replacement
NEORS	\$ 5,365.00	001	October Sewer Charges
JP Morgan Chase	\$ 1,067,178.00	Various	October #1 Payroll
JP Morgan Chase	\$ 1,055,191.00	Various	October #2 Payroll



**Investment Report
October 31, 2019**



<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	\$ 139,302.79	\$ 139,302.79	0.00	N/A
PNC Bank	Business Perf Money Market	\$ 4,110.95	\$ 4,110.95	0.95	N/A
Red Tree Investment	Money Mkt Fund	\$ 38,800.83	\$ 38,800.83	1.69	N/A
Red Tree Investment	Agency Note	\$ 90,000.00	\$ 89,809.11	1.42	27-Jul-20
Red Tree Investment	Agency Note	\$ 100,000.00	\$ 99,905.54	1.50	28-Aug-20
Red Tree Investment	Certificate of Deposit	\$ 99,700.00	\$ 100,538.00	2.07	13-Oct-20
Red Tree Investment	Certificate of Deposit	\$ 109,890.00	\$ 110,600.60	2.27	28-Oct-20
Red Tree Investment	Certificate of Deposit	\$ 248,850.60	\$ 251,942.68	2.54	28-May-21
Red Tree Investment	Certificate of Deposit	\$ 75,000.00	\$ 74,826.82	1.76	17-Jun-21
Red Tree Investment	Certificate of Deposit	\$ 114,827.50	\$ 118,385.02	3.30	15-Nov-21
Red Tree Investment	Certificate of Deposit	\$ 114,942.50	\$ 117,774.72	2.92	31-Jan-22
Red Tree Investment	Certificate of Deposit	\$ 114,885.00	\$ 117,791.74	2.94	07-Feb-22
Red Tree Investment	Certificate of Deposit	\$ 114,850.50	\$ 117,612.68	2.85	14-Mar-22
Red Tree Investment	Certificate of Deposit	\$ 114,965.50	\$ 117,246.52	2.66	04-Apr-22
Red Tree Investment	Certificate of Deposit	\$ 129,805.00	\$ 132,138.11	2.55	31-May-22
Red Tree Investment	Certificate of Deposit	\$ 114,798.75	\$ 118,216.32	2.91	13-Mar-19
Red Tree Investment	Certificate of Deposit	\$ 29,997.00	\$ 30,941.34	2.87	29-Mar-19
Red Tree Investment	Certificate of Deposit	\$ 114,770.00	\$ 122,647.15	3.64	05-Dec-23
Red Tree Investment	Certificate of Deposit	\$ 58,941.00	\$ 60,974.14	2.89	10-Apr-24
Red Tree Investment	Certificate of Deposit	\$ 114,655.00	\$ 118,636.64	2.71	13-Jun-24
Red Tree Investment	Commercial Paper	\$ 113,698.33	\$ 114,932.15	2.47	25-Nov-19
Red Tree Investment	Commercial Paper	\$ 113,610.51	\$ 114,870.05	2.46	26-Nov-19
Red Tree Investment	Commercial Paper	\$ 113,149.17	\$ 113,977.65	2.21	21-Apr-20
Red Tree Investment	Commercial Paper	\$ 113,307.17	\$ 113,669.45	2.00	12-Jun-20
Red Tree Investment	Accrued Interest	\$ -	\$ 9,392.65		
STAROhio	State Pool	\$ 9,457,755.96	\$ 9,457,755.96	2.05	N/A

Total Investment Amount

\$ 11,961,319.28 **\$ 12,013,504.83**

Monthly Interest

FYTD 2020 Interest

General Fund	\$ 20,611.00	\$ 65,603.68
Food Service	1,812.00	\$ 9,305.30
Auxiliary Services-Trinity	38.00	\$ 81.33
Auxiliary Services-St. Benedict	67.00	\$ 158.08
Blaugrund Scholarship	172.00	\$ 765.06
	\$ 22,700.00	\$ 75,913.45

Garfield Heights City Schools



Legal Fees Analysis Report - FY20



	General	BOR/BTA	GHTA	OAPSE	Special Ed	Personnel	Cell Tower	Lighting Transpt Project	Lease-Purchase Debt	Totals
July	1,240.00	2,693.00	31.00	9,114.00	9,620.00	5,923.00	753.00	1,738.00	-	31,112.00
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										-
December										-
January										-
February										-
March										-
April										-
May										-
June										-
TOTALS	\$8,845	\$13,229	\$62	\$10,323	\$17,821	\$21,175	\$753	\$1,738	\$0	\$73,946

Garfield Heights City School District

Five Year Forecast Financial Report

October, 2019

Allen D. Sluka, Treasurer/CFO

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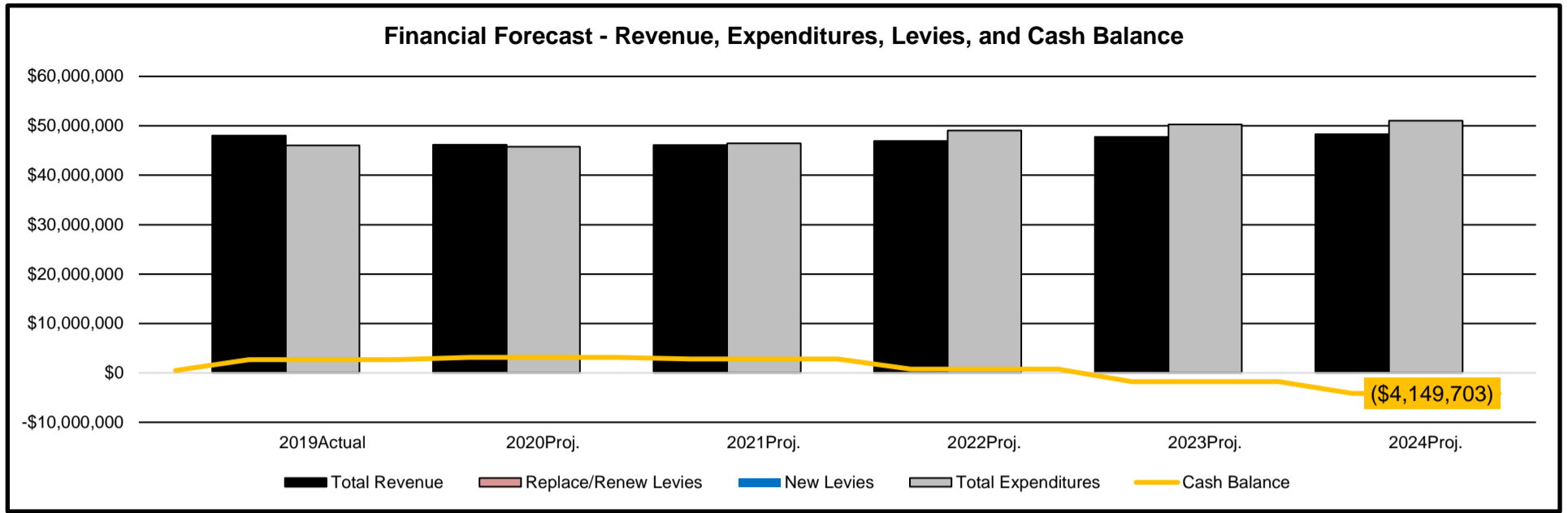
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Forecast Purpose/Objectives

Ohio Department of Education's purposes/objectives for the five-year forecast are:

1. To engage the local board of education and the community in the long range planning and discussions of financial issues facing the school district.
2. To serve as a basis for determining the school district's ability to sign the certificate required by O.R.C. §5705.412, commonly known as the "412 certificate."
3. To provide a method for the Department of Education and Auditor of State to identify school districts with potential financial problems.

Forecast Methodology - This forecast is prepared based upon historical trends and current factors. This information is then extrapolated into estimates for subsequent years. The forecast variables can change multiple times throughout the fiscal year and while cash flow monitoring helps to identify unexpected variances no process is guaranteed. The intent is to provide the district's financial trend over time and a roadmap for decisions aimed at encouraging financial sustainability and stability.



Garfield Heights City School District

	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
Beginning Balance	3,016,053	3,442,632	3,121,016	1,035,458	(1,469,885)
+ Revenue	46,166,311	46,116,081	46,942,382	47,770,386	48,331,359
+ Proposed Renew/Replacement Levies	-	-	-	-	-
+ Proposed New Levies	-	-	-	-	-
- Expenditures	(45,739,732)	(46,437,698)	(49,027,940)	(50,275,729)	(51,011,176)
= Revenue Surplus or Deficit	426,579	(321,617)	(2,085,558)	(2,505,343)	(2,679,817)
Ending Balance with renewal levies Note: Not Reduced for Encumbrances	3,442,632	3,121,016	1,035,458	(1,469,885)	(4,149,703)

Analysis Without Renewal Levies Included:

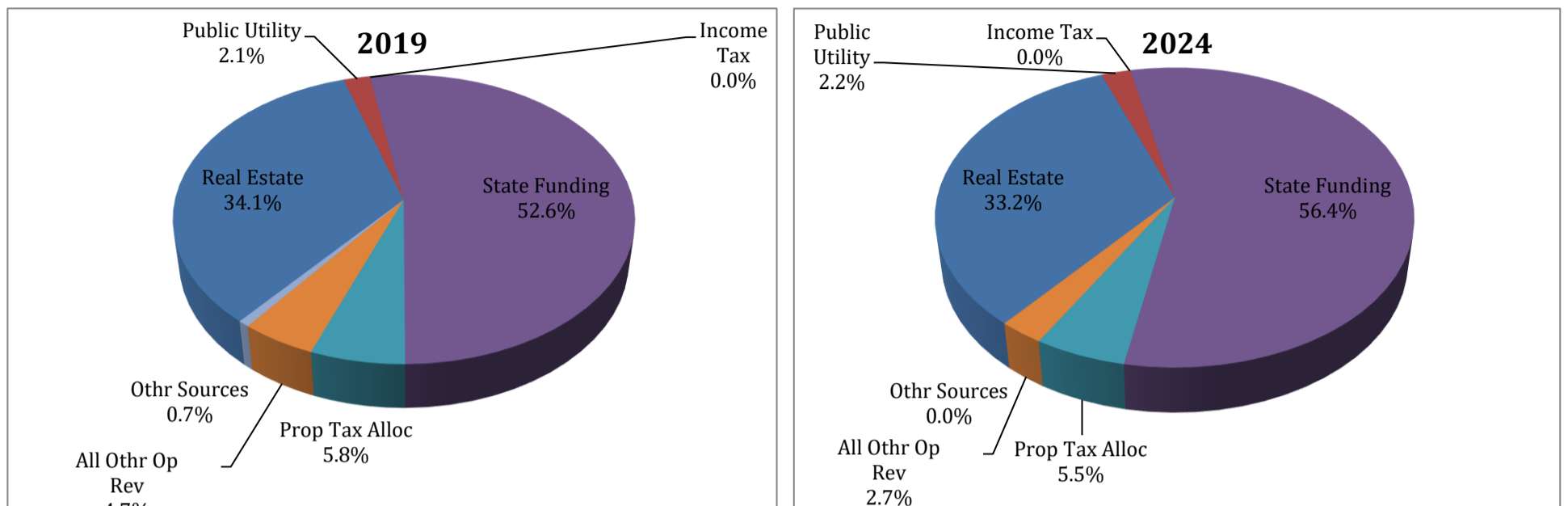
Revenue Surplus or Deficit w/o Levies	426,579	(321,617)	(2,085,558)	(2,505,343)	(2,679,817)
Ending Balance w/o Levies	3,442,632	3,121,016	1,035,458	(1,469,885)	(4,149,703)

For projected fiscal year 2020, the forecast shows a Revenue Surplus and then moving forward in projected fiscal years 2021 through 2024, the forecast shows Revenue Deficits. Carryover balances remains positive in Fiscal Years 2020 through 2022 due to the State's Wellness and Student Success grant funding. At the direction of the State Auditor's Office, the district is not required to show this wellness funding in forecast and has established a separate state fund this. The district will receive \$875,000 in fiscal year 2020 and \$1,259,000 in fiscal year 2021. By establishing a separate fund, we shifted some of our programming expenses to this fund and that expenditure shift is reflected in the current forecast in only fiscal years 2020 and 2021. This district will need to address the revenue deficit in 2022 and the negative fund balance in 2023.

ADM estimates are included in the forecast and assumes no significant change in enrollment. The District continues to closely monitor enrollment numbers to assess the academic needs of our students and the impact on state funding to the district. Enrollment numbers have remained constant over the previous years.

The current state biennium budget was passed on June 2019 which covers fiscal years 2020 and 2021 of the forecast. The future of state funding for public schools is unknown beyond 2021. The state legislature has again changed the funding to schools. The net affect of the new state funding has a significant impact on this forecast. State funding is addressed in more detail in the assumptions on Unrestricted and Restricted state funding revenue (1.035 and 1.040).

Revenue Sources and Forecast Year-Over-Year Projected Overview



**Projected % trends include renewal levies*

	Prev. 5-Year Avg. Annual Change	PROJECTED					5-Year Avg. Annual Change
		Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	
Revenue:							
1.010-Real Estate	2.19%	-6.17%	-0.32%	0.35%	0.21%	-0.05%	-1.20%
1.020-Public Utility	7.75%	7.18%	4.62%	1.41%	1.39%	1.91%	3.30%
1.030-Income Tax	n/a	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
1.035-State Funding	7.30%	0.52%	-0.01%	5.66%	3.15%	3.25%	2.51%
1.040-Restricted Aid	-7.25%	-5.42%	0.07%	-70.23%	0.00%	0.00%	-15.12%
1.045-Restr Federal SFSF	n/a	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
1.050-Property Tax Alloc	-0.47%	-0.85%	-1.57%	-1.64%	-0.79%	-0.05%	-0.98%
1.060-All Other Operating	19.45%	-41.08%	0.00%	0.00%	0.00%	0.00%	-8.22%
1.070-Total Revenue	4.61%	-3.84%	-0.11%	1.80%	1.78%	1.81%	0.29%
2.070-Total Other Sources	39.11%	-8.63%	0.00%	0.00%	0.00%	-100.00%	-21.73%
2.080-Total w/Other Srcs	4.69%	-3.87%	-0.11%	1.79%	1.76%	1.17%	0.15%

Total Revenues and Other Financing Sources projections will have a minimal averages increase of only .15% over the forecasted years 2020 through 2024 as compared to 4.69% average over the previous five years .

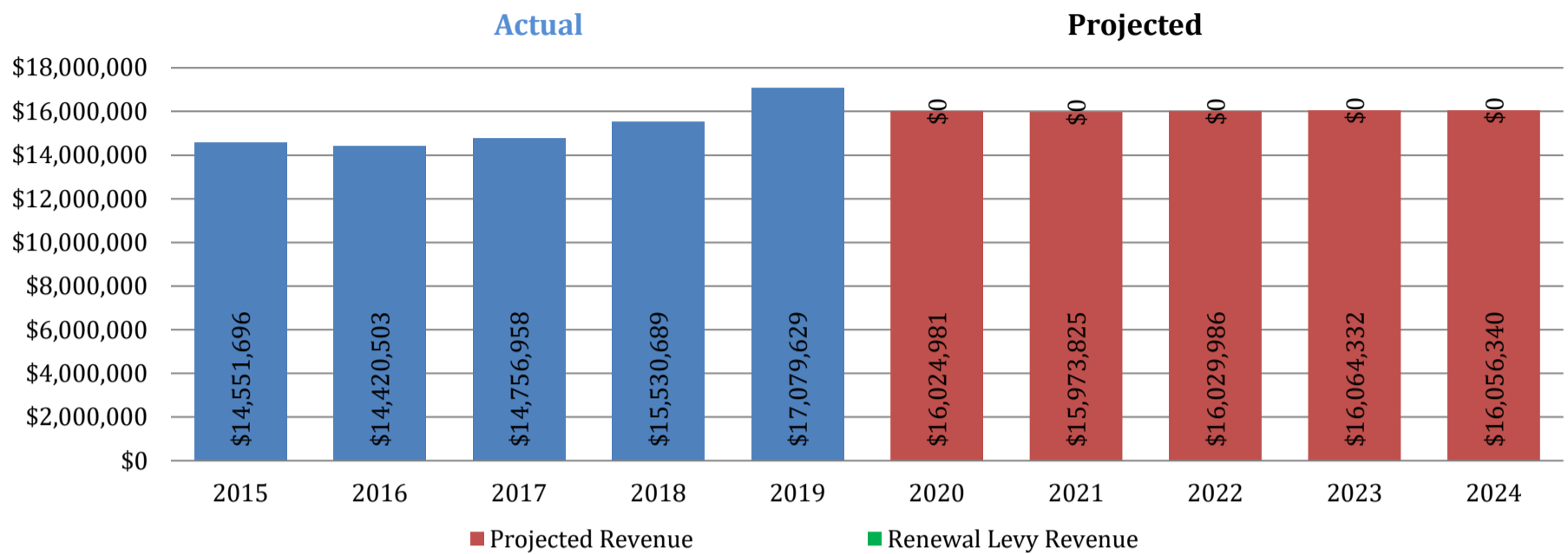
With over 56% of the district's funding coming from the State of Ohio (State Funding, Restricted Aid and Property Tax Allocation), the state's biennial budget and economic outlook is a major factor in projecting future revenues. The state's current biennial budget for 2020 and 2021 has the district receiving no increase in the base funding amount and we are projecting a 3% increase in forecasted fiscal years 2022 through 2024 for a 2.5% average over the forecasted fiscal years as compared to an average of 7.3% over the past five years.

The next major revenue source is real estate taxes of which generates 34% of the district's total revenues. Reverse HB920 and Emergency Levies which are dollar amount driven have played a significant role in mitigating previous years valuation losses. That same affect impacts tax revenues when there is a valuation increase that the district received from the triennial update. Collection of delinquent taxes over the past few years have also contributed to steady increase in property tax revenues. While we have tried to project these collection amounts based on past history, we do not always know who or when someone is going to pay their delinquent tax amount. While these amounts have remained steady over the previous years, 2019 fiscal year collections amounted to over \$2.3 million. However, we are not projecting to maintain that high of a delinquency collection amount in the forecasted fiscal years thus causing a decrease in fiscal years 2020 and 2021.

Lastly, the district saw a significant one time payment of shared income tax revenue and a higher than estimated TIF payments from the City. This

1.010 - General Property Tax (Real Estate)

Revenue collected from taxes levied by a school district by the assessed valuation of real property using effective tax rates for class I (residential/agricultural) and class II (business).



	2019	2020	2021	FORECASTED		
	2019	2020	2021	2022	2023	2024
Total With Renewal Levies	17,079,629	16,024,981	15,973,825	16,029,986	16,064,332	16,056,340
YOY \$ Change	1,548,940	(1,054,648)	(51,156)	56,161	34,346	(7,992)
YOY % Change	10.0%	-6.2%	-0.3%	0.4%	0.2%	0.0%

Percentage of Total Revenue	2019	2020	2021	2022	2023	2024
	35.6%	34.7%	34.6%	34.1%	33.6%	33.2%

Values, Tax Rates and Gross Collections							Gross Collection Rate Including Delinquencies
Tax Yr	Valuation	Value Change	Class I Rate	Change	Class II Rate	Change	
2018	303,119,580	27,094,950	64.63	(2.22)	58.67	(1.94)	106.9%
2019	303,119,580	-	65.02	0.39	59.06	0.39	97.8%
2020	303,119,580	-	65.15	0.14	59.20	0.14	95.9%
2021	312,213,167	9,093,587	63.58	(1.58)	57.80	(1.40)	95.9%
2022	312,213,167	-	63.54	(0.03)	57.76	(0.03)	95.9%
2023	312,213,167	-	63.51	(0.03)	57.73	(0.03)	95.9%

General Property Tax is the second highest revenue source of the district at 34.7%. The General Property tax consists of real estate taxes of both Residential (Class I) and Commercial/Industrial (Class II). Of these two, residential property tax consists of 76% of the revenue while Commercial/Industrial is 24%. There are four major components that affect the district's real estate property tax revenues: Taxable Values, Tax Rates, Collection Rates and Delinquency Collections.

Taxable Values - The district saw a 10% increase in Residential valuation and a 17% increase for Commercial/Other from the sexennial reappraisal (2018). The valuation amounts in calendar years 2019 and 2020 are projected to remain constant. The next valuation increase is projected for the triennial update in calendar year 2021. The increase is projected at 3% for both residential and commercial. No new construction is being projected during this period.

Tax Rates - No significant change in the tax rates is being projected.

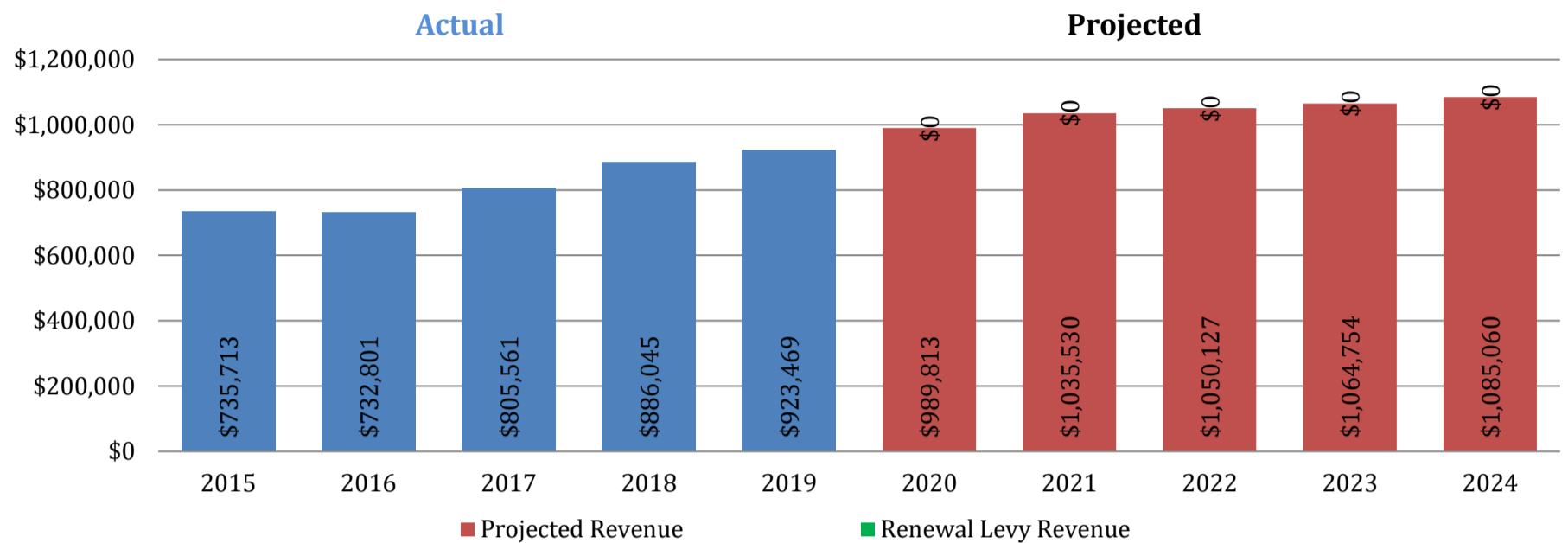
Collection Rates - Based on current collections, we are projecting a 90% collection rate for both residential and commercial in the forecasted fiscal years.

Delinquency collections in fiscal year 2019 was \$2.42 million and is projected to collect \$1.2 million for fiscal year 2020 then \$900,000 annually through 2023. In addition, due to a change in tax laws, the district saw an influx of property tax payments prior to 1/1/19. These two factors is what caused the projected reductions in the forecasted General Property tax revenues.

**Projected % trends include renewal levies*

1.020 - Public Utility Personal Property

Revenue generated from public utility personal property valuations multiplied by the district's full voted tax rate.



	2019	2020	2021	FORECASTED		
				2022	2023	2024
Total With Renewal Levies	923,469	989,813	1,035,530	1,050,127	1,064,754	1,085,060
YOY \$ Change	37,424	66,344	45,717	14,597	14,627	20,306
YOY % Change	4.2%	7.2%	4.6%	1.4%	1.4%	1.9%

Percentage of Total Revenue	2019	2020	2021	2022	2023	2024
	1.9%	2.1%	2.2%	2.2%	2.2%	2.2%

Values and Tax Rates					Gross Collection Rate Including Delinquencies
Tax Year	Valuation	Value Change	Full Voted Rate	Change	
2018	13,541,660	615,300	69.76	0.00	100.0%
2019	14,580,660	1,039,000	70.15	0.39	100.0%
2020	14,880,660	300,000	70.29	0.14	100.0%
2021	15,180,660	300,000	69.40	(0.88)	100.0%
2022	15,480,660	300,000	69.37	(0.03)	100.0%
2023	15,780,660	300,000	69.34	(0.03)	100.0%

Public Utility Personal Property (PUPP) tax revenues is generated from telephone, natural gas, electric and water lines and equipment which is 2% of total revenues.

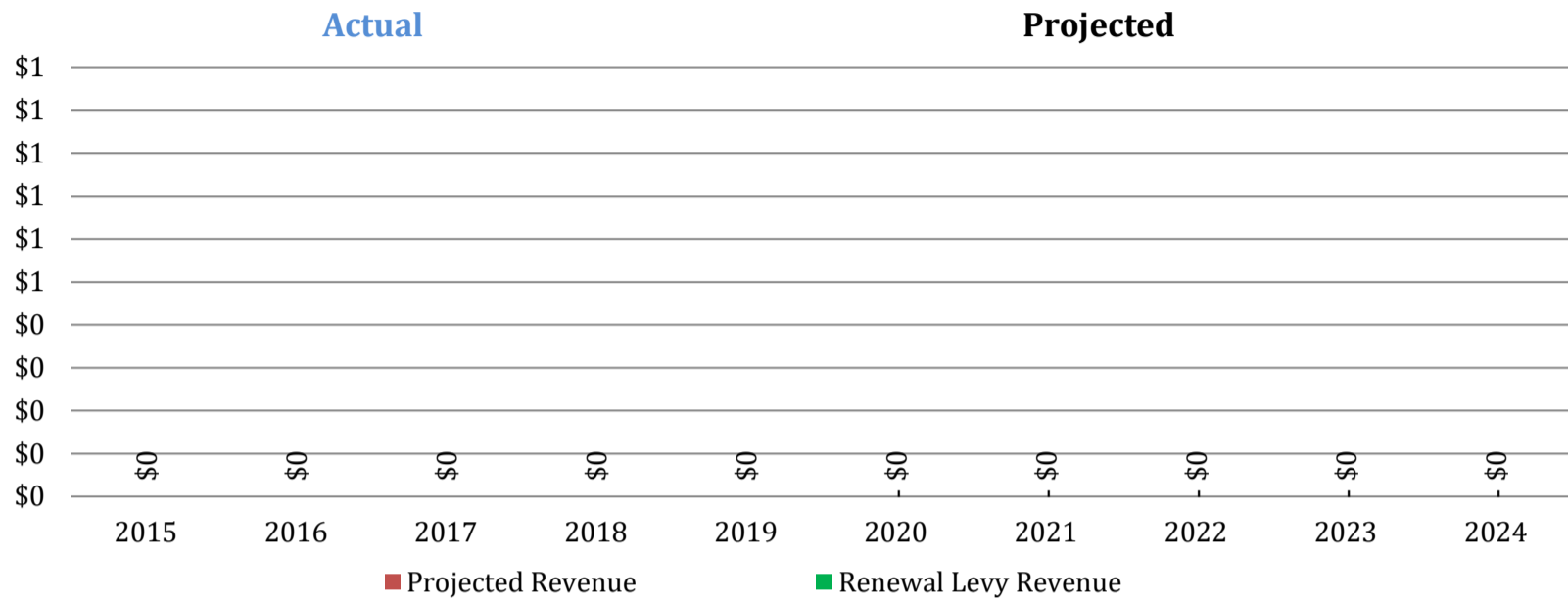
The PUPP valuation is projected to increase \$1,039,000 in Calendar Year 2019 based on preliminary reports. Forecasted valuations are projected to fluctuate minimally (2% annually) for forecasted years 2020 through 2023.

PUPP valuations are assessed at the full tax rate and forecasted revenues are based on these two factors. We are not forecasting any amount in amount in this area for delinquency collections.

**Projected % trends include renewal levies*

1.030 - Income Tax

Revenue collected from income tax earmarked specifically to support schools with a voter approved tax by residents of the school district; separate from federal, state and municipal income taxes.



	FORECASTED					
	2019	2020	2021	2022	2023	2024
Total	-	-	-	-	-	-
YOY \$ Change	-	-	-	-	-	-
YOY % Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

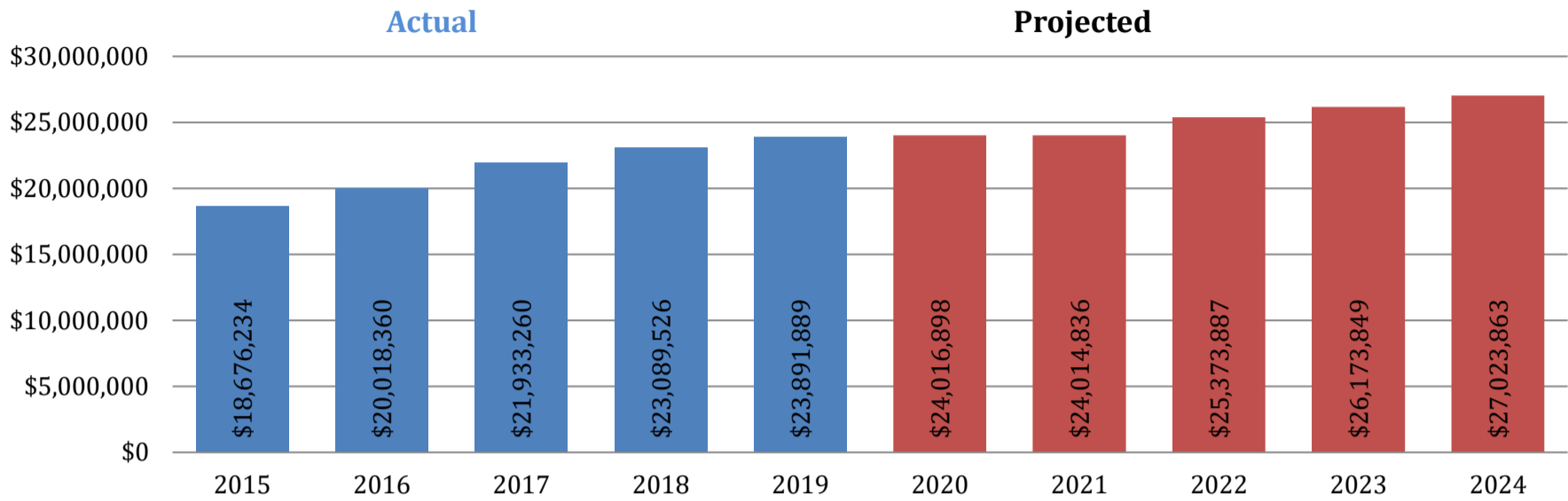
Percentage of Total Revenue	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
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**Projected % trends include renewal levies*

1.035 - Unrestricted Grants-in-Aid

Funds received through the State Foundation Program with no restriction.



	FORECASTED					
	2019	2020	2021	2022	2023	2024
Total	23,891,889	24,016,898	24,014,836	25,373,887	26,173,849	27,023,863
YOY \$ Change	802,363	125,009	(2,062)	1,359,051	799,962	850,014
YOY % Change	3.5%	0.5%	0.0%	5.7%	3.2%	3.2%
Percentage of Total Revenue	49.7%	52.0%	52.1%	54.1%	54.8%	55.9%
Base Aid	24,029,971	24,029,971	24,029,971	24,029,971	24,029,971	24,029,971
Student Wellness Aid		874,715	1,259,325	1,259,421	1,259,157	1,259,252
Supplemental Aid - Wellness & Growing		-	-	-	-	-
Enrollment	3,422	3,499	3,498	3,498	3,498	3,498

Unrestricted Grants-In-Aid is the largest revenue source of the district at 53.7% if you include the Economic Disadvantage Aid (Restricted) as part of the state's overall funding formula. The state legislature passed HB166 biennium budget which includes state funding for schools.

The state formula for base aid is suspended for the current biennium, each district gets what it received in revenue in FY2019 in both fiscal years 2020 and 2021.

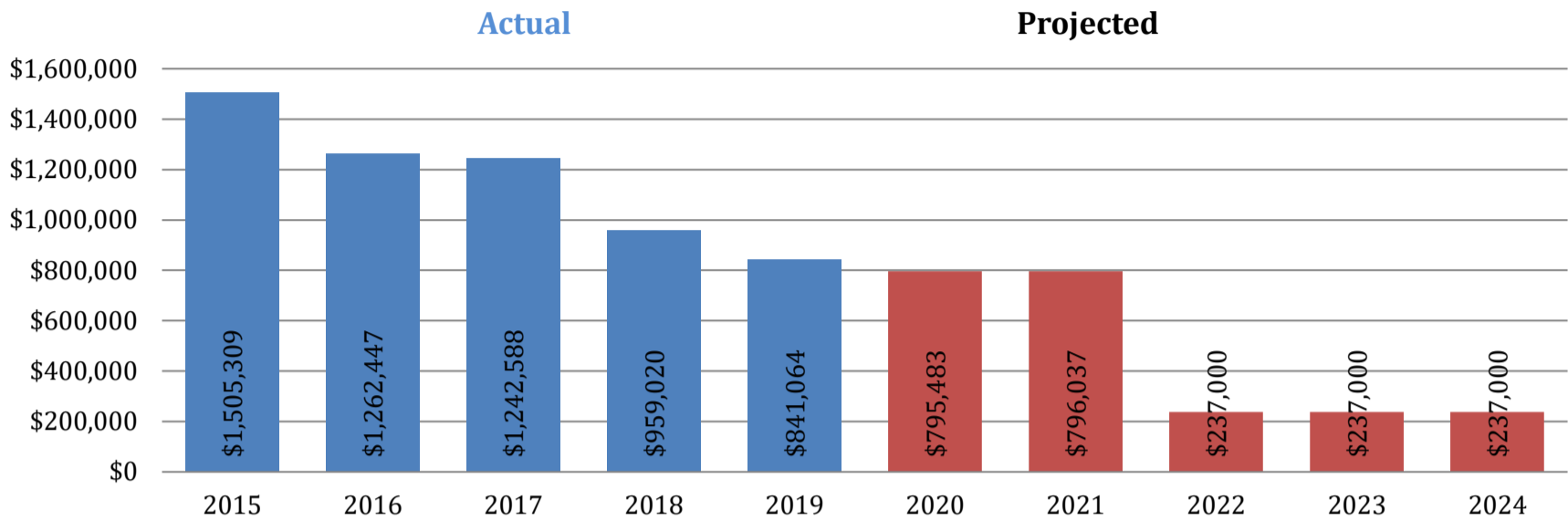
Also included under this revenue area is the Preschool, Special Education Transportation, and Casino Revenue. These amounts are not projected to change significantly in the forecasted fiscal years based on 2019 funding numbers.

For projected years 2021, the funding amount increases 2.3% based on the biennium budget calculations. For forecasted fiscal years 2022 through 2024, the district is assuming that the same funding method will be in place and is projecting minimal increase of 3% in each of the those years.

The District will also receive additional state fund through the Wellness and Student Success funding. This funding is based on a calculated poverty factor and on the number of students being educated in the district. This funding will be accounted for in another fund and is not reflected in the forecast.

1.040 & 1.045 - Restricted Grants-in-Aid

Funds received through the State Foundation Program or other allocations that are restricted for specific purposes.



	FORECASTED					
	2019	2020	2021	2022	2023	2024
Total	841,064	795,483	796,037	237,000	237,000	237,000
YOY \$ Change	(117,956)	(45,581)	554	(559,037)	-	-
YOY % Change	-12.3%	-5.4%	0.1%	-70.2%	0.0%	0.0%
Percentage of Total Revenue	1.8%	1.7%	1.7%	0.5%	0.5%	0.5%

Restricted Grants- in- Aid consist of the following funding areas:

Economic Disadvantage Aid is a component of the State’s current funding base amount. This funding area is still deemed as restricted by the Ohio Department of Education. For the forecasted amounts in Economic Disadvantage Aid, the district is using the state's payments reports for July through September 2019 and the same assumptions as with the State Basic Aid. Funding in this area decreased by 7% from 2019. For forecasted fiscal years 2022 through 2024, we moved the Economic Disadvantaged funding was moved back to Unrestricted.

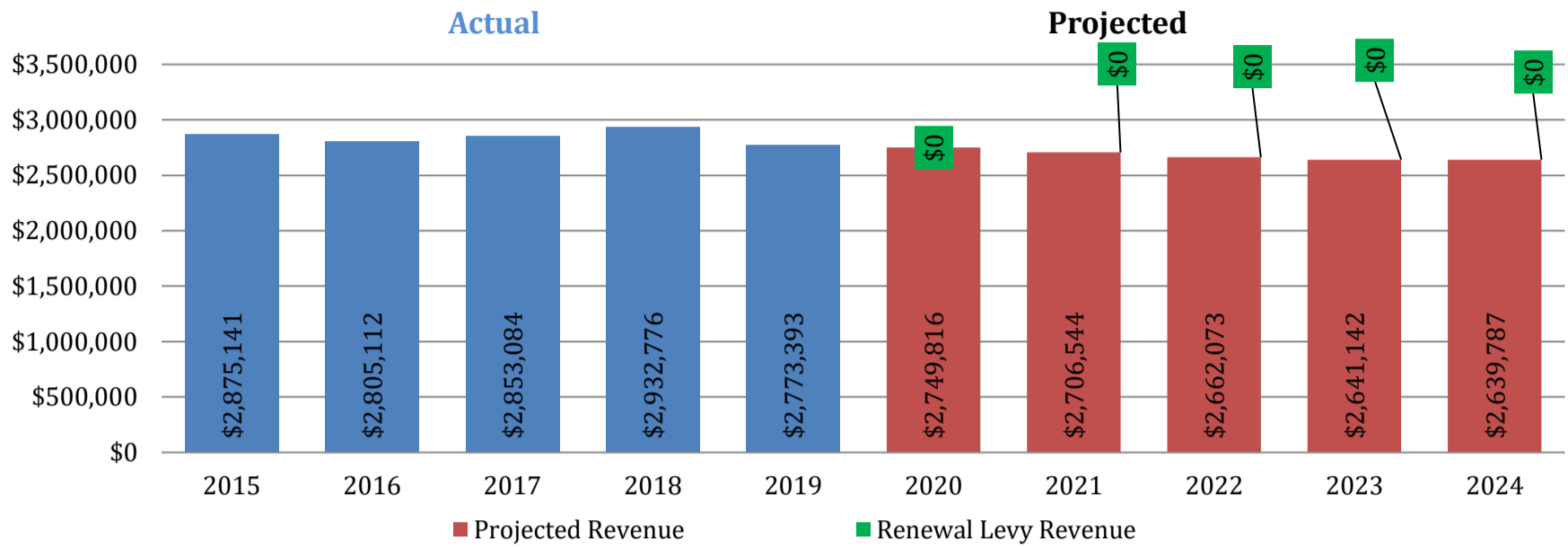
Career/Technical Aid - This funding is projected to be flat lined in the forecasted fiscal years at \$52,000 annually.

Catastrophic Aid Reimbursement - In 2019, the district received \$187,911 in reimbursement. For forecasted fiscal years, we are projecting annual reimbursement of \$185,000.

Both of these revenue streams are projected to remain flat over forecasted fiscal years 2020 through 2024 based on 2019 amounts.

1.050 - Property Tax Allocation

Includes funds received for Tangible Personal Property Tax Reimbursement, Electric Deregulation, Homestead and Rollback.



	FORECASTED					
	2019	2020	2021	2022	2023	2024
Total With Renewal Levies	2,773,393	2,749,816	2,706,544	2,662,073	2,641,142	2,639,787
YOY \$ Change	(159,383)	(23,577)	(43,272)	(44,471)	(20,931)	(1,355)
YOY % Change	-5.4%	-0.9%	-1.6%	-1.6%	-0.8%	-0.1%
Percentage of Total Revenue	5.8%	6.0%	5.9%	5.7%	5.5%	5.5%
% of Residential Real Estate 10% Rollback	5.81%	5.81%	5.81%	5.81%	5.81%	5.81%
% of Residential Real Estate 2.5% Rollback	5.81%	5.81%	5.81%	5.81%	5.81%	5.81%
% of Residential Real Estate Homestead	6.18%	6.18%	6.18%	6.18%	6.18%	6.18%

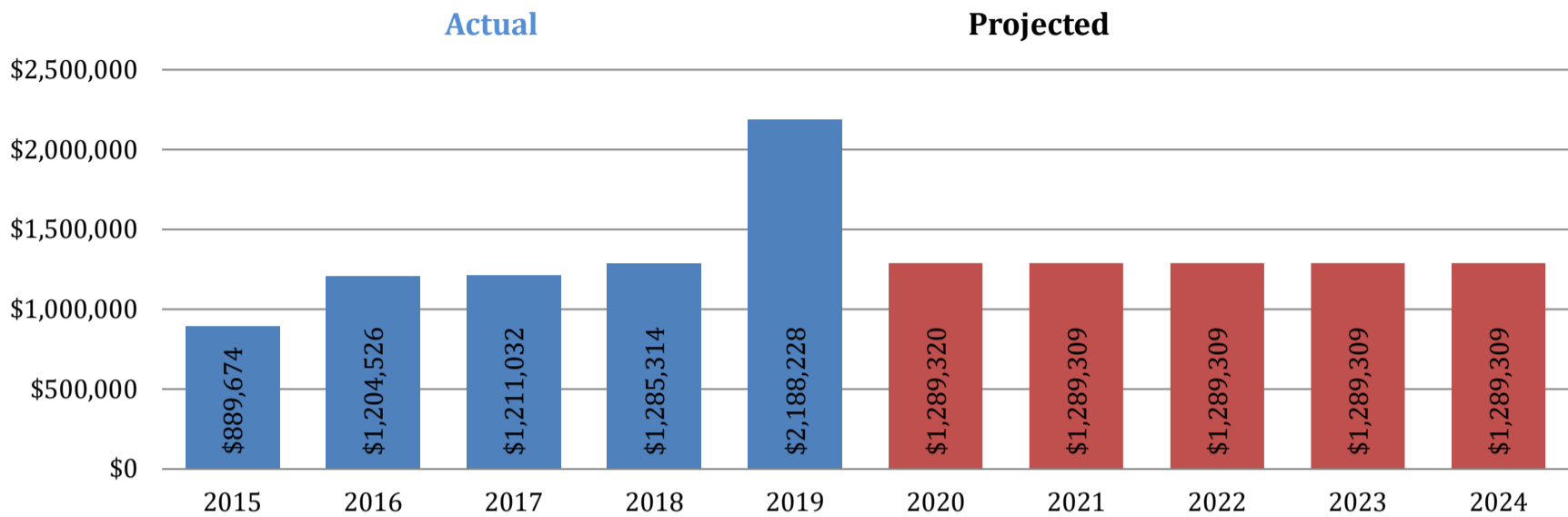
Property Tax Allocation revenues are the district's third largest revenue source at 6.1%. A major portion of the Property Tax Allocation is generated from the Homestead and Rollback payments received from the State of Ohio. These payments are based on the relationship to actual real estate property tax collections. From the forecasted overall general property revenues, 6.86% is being used to calculate the homestead exemption, while 11.6% is being used to calculate the rollback amounts for each of the forecasted years 2019 through 2023. These percentages are in following historical trends.

The State of Ohio was holding harmless school district's who lost revenues from Tangible Personal Property (TPP) tax elimination (House Bill 66). The forecasted amounts were determined using a formula and spreadsheet developed by the Ohio Department of Education and the Ohio Department of Taxation. However, under the current state budget bill (House Bill 153), the district had a significant amount of their TPP reimbursement phased out in prior years. The remaining amounts will be phased out by 2022.

**Projected % trends include renewal levies*

1.060 - All Other Operating Revenues

Operating revenue sources not included in other lines; examples include tuition, fees, earnings on investments, rentals, and donations.



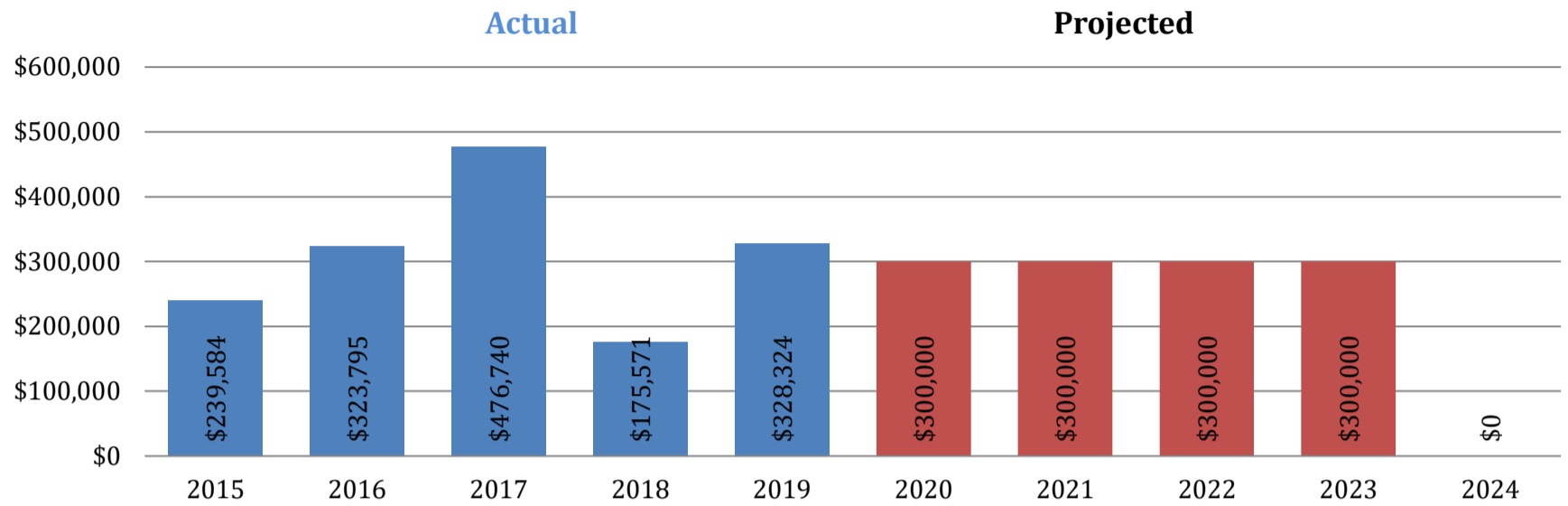
	2019	FORECASTED				
	2019	2020	2021	2022	2023	2024
Total	2,188,228	1,289,320	1,289,309	1,289,309	1,289,309	1,289,309
YOY \$ Change	902,914	(898,908)	(11)	-	-	-
YOY % Change	70.2%	-41.1%	0.0%	0.0%	0.0%	0.0%

Percentage of Total Revenue	2019	2020	2021	2022	2023	2024
	4.6%	2.8%	2.8%	2.7%	2.7%	2.7%

All Other Operating Revenues makes up a very small portion of the district's overall revenues (2.8%) and consists of Tuition payments, Earnings on Investments, Building Rentals, Medicaid Reimbursement, CityView TIF payments, Shared Income Taxes and any other miscellaneous payments to the district. Tuition revenue is projected being projected at \$360,000 based on prior year collections. Assuming no additional tuitions increases, the revenues are projected to remain constant annually in the forecasted fiscal years 2020 through 2024. Medicaid reimbursement in 2019 amounted to \$268,350. The projected annual amounts in the forecasted fiscal years is \$265,000 annually assuming that the legislation does not eliminate this reimbursement. CityView Tax Increment Finance (TIF) is received from the City of Garfield Heights and are based on their calculations. In 2019, the district's TIF payments received amounted to \$348,000. The amounts being forecasted is \$350,000 annually for fiscal years 2020 through 2024 based on current amount received in 2019. Earnings on Investments saw a significant increase in 2019. The amounts beings projected for 2020 through 2024 are projected at \$135,000 based on what was received in 2019 and that interest rates and the amounts to invest do not change significantly from 2019 levels. Share Income Tax - The district had a one time payment from the City in the amount of \$933,603 for its portion of income tax revenue sharing provisions mandated from abated property agreements for which income tax revenue collected. We are also projecting annual payments of \$92,800 in income tax sharing for the forecasted fiscal 2020-2024 based on current abated property calculations. Other Miscellaneous revenues including building rentals and fees are projected to remain flat lined over the forecasted fiscal years based on prior year history.

2.070 - Total Other Financing Sources

Includes proceeds from sale of notes, state emergency loans and advancements, operating transfers-in, and all other financing sources like sale and loss of assets, and refund of prior year expenditures.



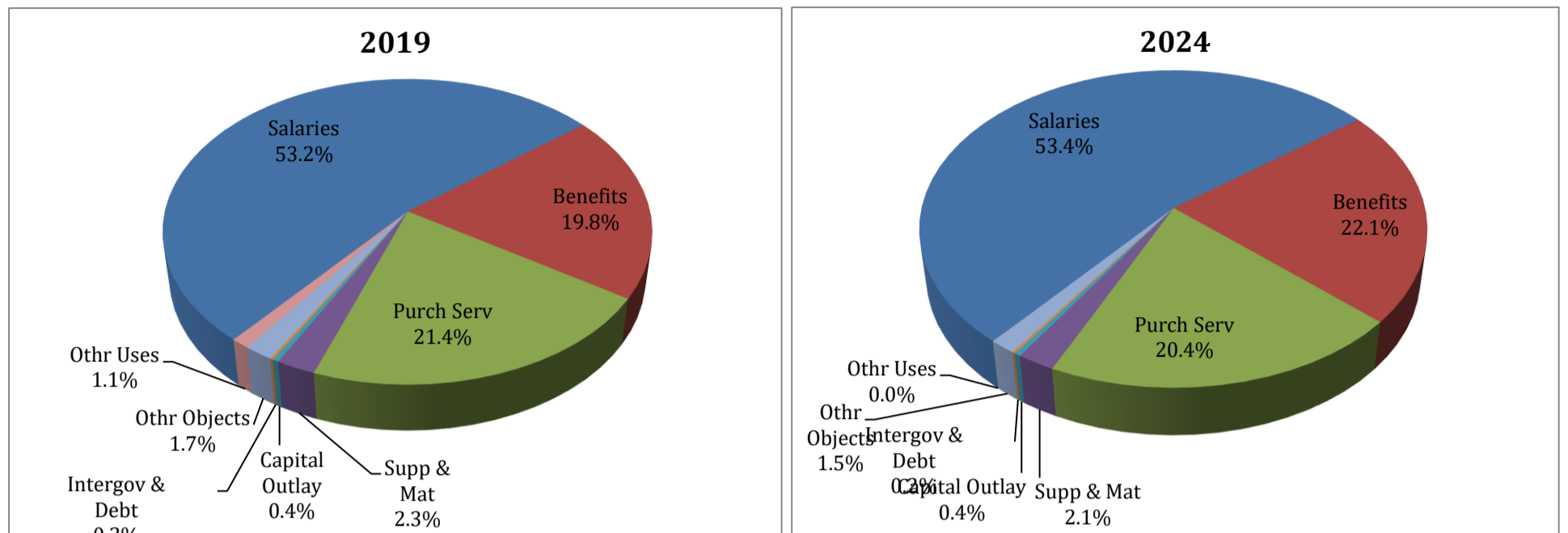
	FORECASTED					
	2019	2020	2021	2022	2023	2024
Total	328,324	300,000	300,000	300,000	300,000	-
YOY \$ Change	152,753	(28,324)	-	-	-	(300,000)
YOY % Change	87.0%	-8.6%	0.0%	0.0%	0.0%	-100.0%
Percentage of Total Revenue	0.7%	0.6%	0.7%	0.6%	0.6%	0.0%
Transfers In	-	-	-	-	-	-
Advances In	328,324	300,000	300,000	300,000	300,000	-

No significant transfer-in are projected in the forecasted fiscal years.

Advances-In amounts shown in the forecasted years are based on the previous fiscal year's initial Advances-Out.

Other financing sources (Refunds of Prior Year Expenditures) are projected at \$0 in the forecasted fiscal years due to the random nature that they are received and minimal impact dollar amount.

Expenditure Categories and Forecast Year-Over-Year Projected Overview



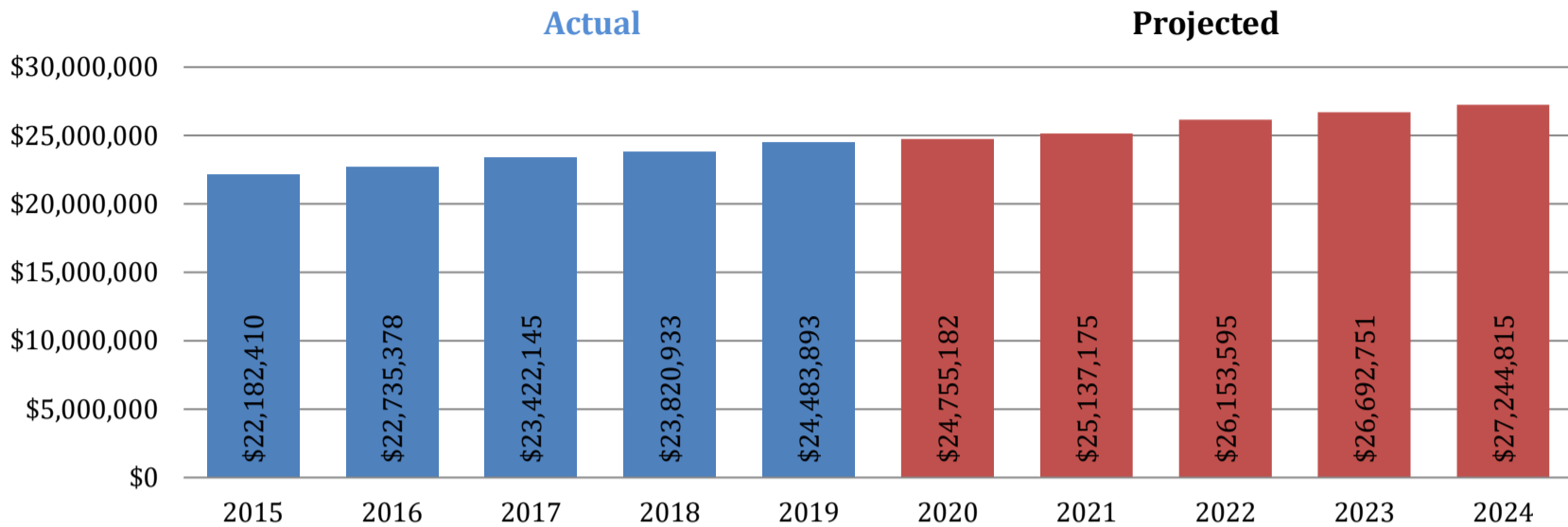
	Prev. 5-Year Avg. Annual Change	PROJECTED					5-Year Avg. Annual Change
		Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024	
Expenditures:							
3.010-Salaries	2.84%	1.11%	1.54%	4.04%	2.06%	2.07%	2.16%
3.020-Benefits	4.90%	1.24%	2.78%	7.75%	4.91%	5.05%	4.35%
3.030-Purchased Services	10.53%	-7.76%	1.04%	8.70%	1.98%	1.99%	1.19%
3.040-Supplies & Materials	9.31%	-3.98%	1.70%	1.71%	1.71%	1.72%	0.57%
3.050-Capital Outlay	22.37%	1.98%	2.00%	2.00%	2.00%	2.00%	2.00%
3.060-Intergov	n/a	n/a	n/a	n/a	n/a	n/a	n/a
4.010-4.060-Debt	-14.72%	54.89%	-34.14%	0.00%	0.00%	0.00%	4.15%
4.300-Other Objects	2.99%	-4.18%	-1.57%	2.42%	-1.59%	2.41%	-0.50%
4.500-Total Expenditures	4.49%	-0.89%	1.55%	5.65%	2.58%	2.69%	2.31%
5.040-Total Other Uses	7.44%	20.52%	0.00%	0.00%	0.00%	-100.00%	-15.90%
5.050-Total w/Other Uses	4.46%	-0.66%	1.53%	5.58%	2.55%	1.46%	2.09%

Based on current year activity and revised projections, total expenditures including 'Other Financing Uses' are expected now have an average annual increase of 2.09% over the forecasted five years as compared to an actual average annual expenditure increase of 4.46% over the previous 5 years.

The Governor's two year budget included Wellness and Student Success funding to school districts. The district will receive \$855,000 in fiscal year 2020 and \$1.2 million in fiscal year 2021. There has been no definitive answer on whether this funding will continue beyond 2021. We will use this funding to offset Health/Wellness purchased service cost incurred and to offset salaries/benefits of our social workers/youth development specialists and intervention specialists.

3.010 - Personnel Services

Employee salaries and wages, including extended time, severance pay, supplemental contracts, etc.



	FORECASTED					
	2019	2020	2021	2022	2023	2024
Total	24,483,893	24,755,182	25,137,175	26,153,595	26,692,751	27,244,815
YOY \$ Change	662,960	271,289	381,993	1,016,420	539,156	552,064
YOY % Change	2.8%	1.1%	1.5%	4.0%	2.1%	2.1%
Percentage of Total Budget	53.2%	54.1%	54.1%	53.3%	53.1%	53.4%

Personnel Services is largest current expenditure area of the district at 54.1%. This area includes teachers, classified, administrators, exempt, qualified staff along with other compensation such as supplemental contracts, OT, substitutes, severance payments, and any other compensation.

Certified - For forecasted fiscal year 2020, the projected amounts reflects increases from the two year negotiated agreement and then step increases for projected years 2021 through 2024 using the 2020 salary schedule.

Classified - The district is in negotiations with this group. Currently, the forecasted amounts reflects step increases for projected years 2020 through 2023 using the 2019 salary schedules.

Administration - Wage amounts projected are based on individual contract agreements and historical increases which amounts to the equivalent of a step increase.

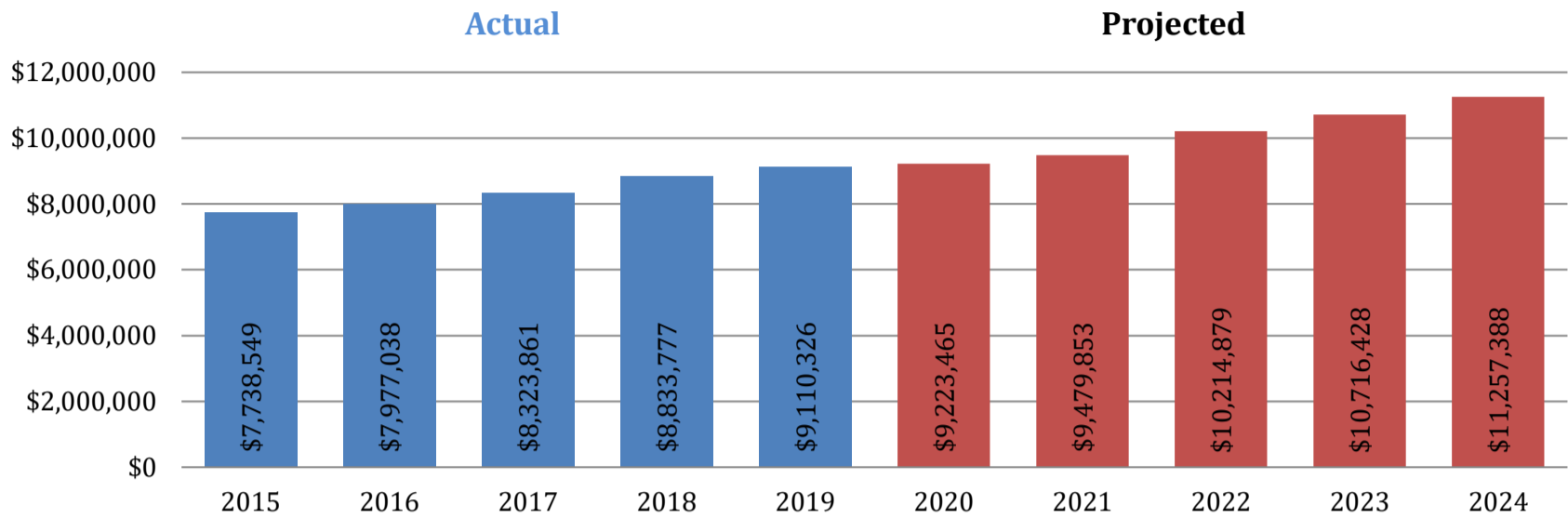
Qualified and Exempt - Wage amounts projected are based on established salary schedules, experience level, and level of responsibility and only reflect salary schedule step movements where applicable.

Supplemental contracted amounts follow the negotiated agreement base salary amount. Severance payments have been projected to decrease as retirements have decreased. Substitute costs are projected to remain flat lined over the forecasted years based on past history. Overtime, extra time, incentives and extended time amounts are projected to increase 1% annually in forecasted years 2020 through 2024.

Staffing levels - staffing increases of 2 FTEs (1 Certified, 1 Qualified) is projected for the forecasted year 2020. No additional staffing is being projected in forecasted years 2021-2024.

3.020 - Employees' Benefits

Retirement for all employees, Workers Compensation, early retirement incentives, Medicare, unemployment, pickup on pickup, and all health-related insurances.



	FORECASTED					
	2019	2020	2021	2022	2023	2024
Total	9,110,326	9,223,465	9,479,853	10,214,879	10,716,428	11,257,388
YOY \$ Change	276,549	113,139	256,388	735,026	501,549	540,960
YOY % Change	3.1%	1.2%	2.8%	7.8%	4.9%	5.0%

Percentage of Total Budget	19.8%	20.2%	20.4%	20.8%	21.3%	22.1%
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Employees' Benefits is the next largest expenditure area at 20.2% of overall current expenditures. This area consists of retirement, Medicare, health care and workers compensation.

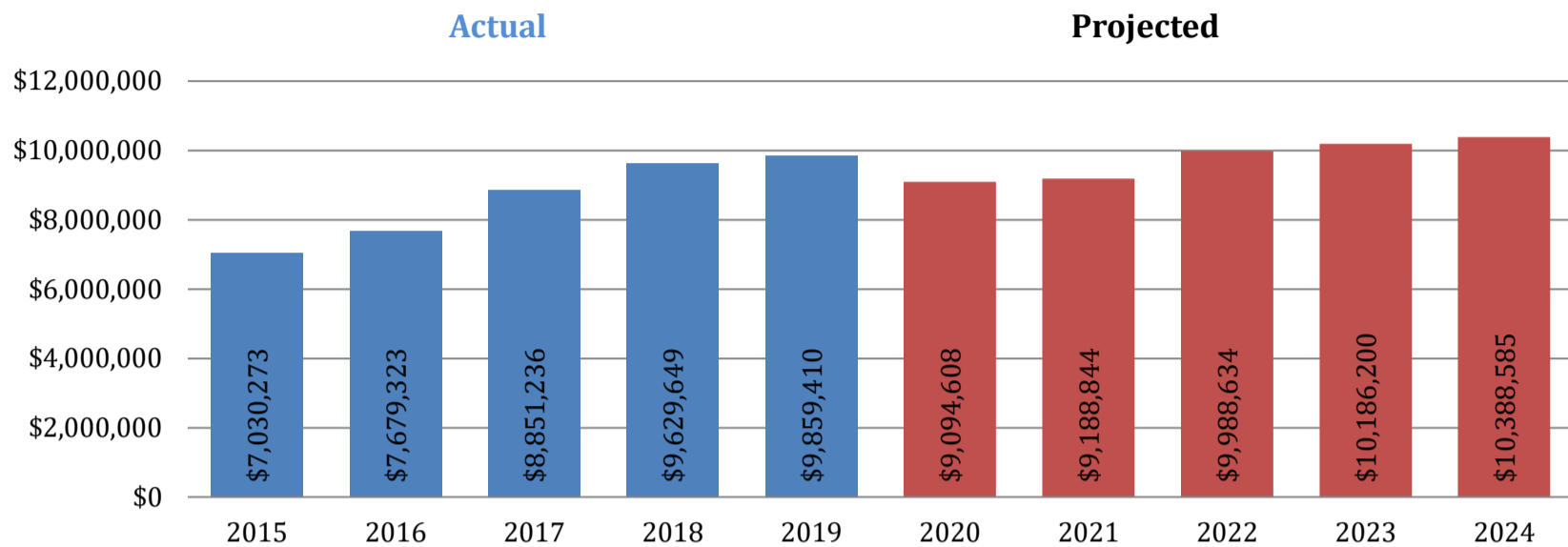
Retirement/Medicare The district is required to contribute 14% of an employee's salary to either of the Retirement Systems and 1.45% to Medicare. As personal service (salaries, wages) costs increase from staff levels, step movements, and other compensation, retirement costs are projected to follow. This district also picks up the employee share of retirement for administrators. We are also projecting no changes in the contribution percentages for both the retirement systems.

Health Care benefits makes up 52% of the employee benefits which provides Medical, Drug, Dental, Vision and Life insurance coverage to full time employees. Insurance benefit rate projections include not only forecasted increases but any negotiated employee contribution amounts. For forecasted fiscal year 2020, the district saw a 4.39% aggregate increase in health care premiums. For forecasted fiscal years 2021 through 2024, premium increases of 8% in the aggregate is being projected. All employees who elect insurance coverage contribute towards the insurance coverage premium except life which completely board paid. This contribution amount is based on current negotiated agreements or various benefit packages and is currently 13% for all employees except classified who currently pay 8%. For purposes of this forecast, these contribution rates are not projected to change in forecasted years with the exception of classified.

Workers' Compensation rate is projected to decrease slightly and follow projected personal service salary amounts.

3.030 - Purchased Services

Amounts paid for personal services rendered by personnel who are not on the payroll of the school district, and other services which the school district may purchase.



	FORECASTED					
	2019	2020	2021	2022	2023	2024
Total	9,859,410	9,094,608	9,188,844	9,988,634	10,186,200	10,388,585
YOY \$ Change	229,761	(764,802)	94,236	799,790	197,566	202,385
YOY % Change	2.4%	-7.8%	1.0%	8.7%	2.0%	2.0%
Percentage of Total Budget	21.4%	19.9%	19.8%	20.4%	20.3%	20.4%

Purchase Services is 19.9% of current expenditures. This category includes contractual services, community school and special education tuition, health/OT/PT services, legal services, rentals and leases, travel and mileage, utilities, and building/equipment repairs.

Out of district tuition projected costs represents 65% of the purchase service expenditures. The most significant is Community Schools, Ed-Choice, and Post Secondary. Enrollment in community schools decrease slightly while the other two areas saw have enrollment numbers remaining flat lined thus causing a projected 4% decrease in expenditures. For forecasted fiscal years 2021 through 2024, the district projecting inflationary increases of 3%.

Utility costs are projected to be flat lined based on 2019 amounts and cost saving measurers being taken by the district. For forecasted years 2021 through 2024, we are projecting costs to be flat lined.

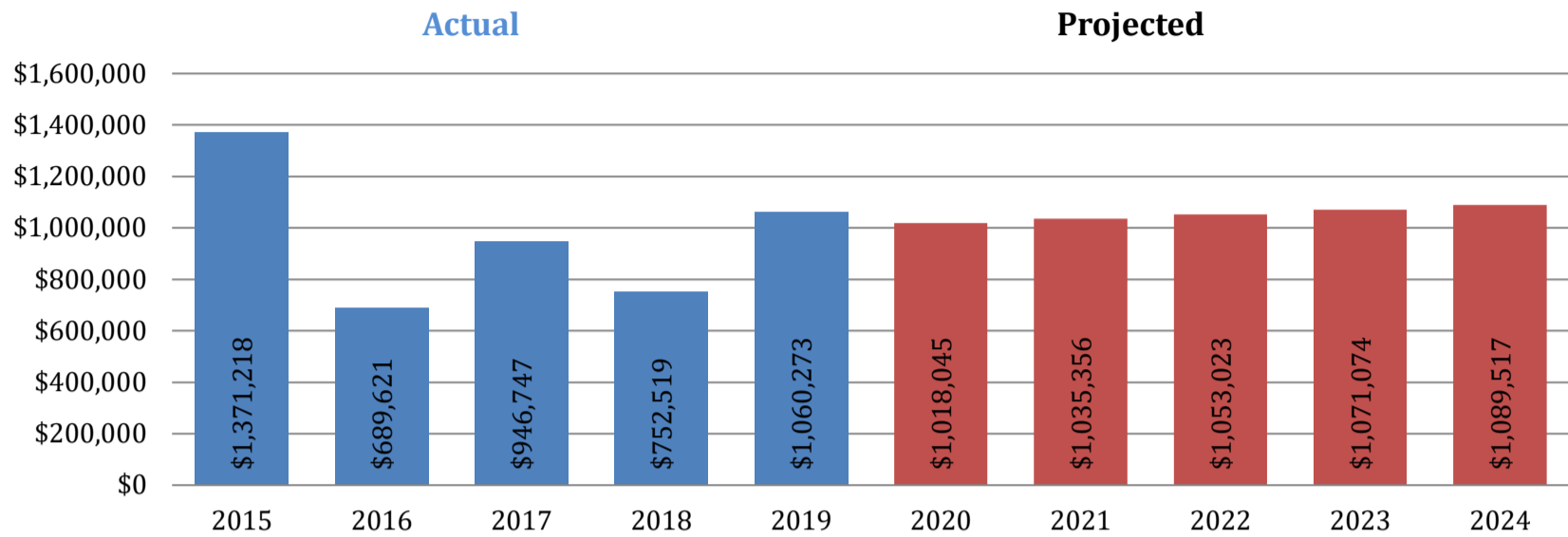
Contractual services (substitutes, legal, health, psychologist, OT, PT, legal, professional, copier) are projected to be flat lined based 2019 actual costs. The district continues to take steps to try and reduce absenteeism and substitute costs.

Transportation services also saw a significant increase (77%) in 2019 due to a increase in special need students. This area is now project to increase 1% annually in the forecasted fiscal years based on the 2019 amount.

All other purchase services (travel/meeting expenses, advertising , printing,) assume an annual 1% inflationary increase in each of the forecasted fiscal years.

3.040 - Supplies & Materials

Expenditures for general supplies, instructional materials including textbooks and media material, bus fuel and tires, and all other maintenance supplies.



	FORECASTED					
	2019	2020	2021	2022	2023	2024
Total	1,060,273	1,018,045	1,035,356	1,053,023	1,071,074	1,089,517
YOY \$ Change	307,754	(42,228)	17,311	17,667	18,051	18,443
YOY % Change	40.9%	-4.0%	1.7%	1.7%	1.7%	1.7%
Percentage of Total Budget	2.3%	2.2%	2.2%	2.1%	2.1%	2.1%

Supplies and Materials includes instructional supplies, textbooks, library books/periodicals, maintenance/custodial supplies, and transportation supplies and is 2.2% of current expenditures.

Textbooks - The district has made significant effort in textbook purchase spending. Therefore, this amount saw significant increase in 2019 based on current needs. Textbook purchases are projected to decrease 2020 and then remain flat lined in the forecasted fiscal years.

Instructional Software - Instructional software costs increased significantly (203%). These costs are projected at a 2.5% annual inflationary rate for the forecasted years.

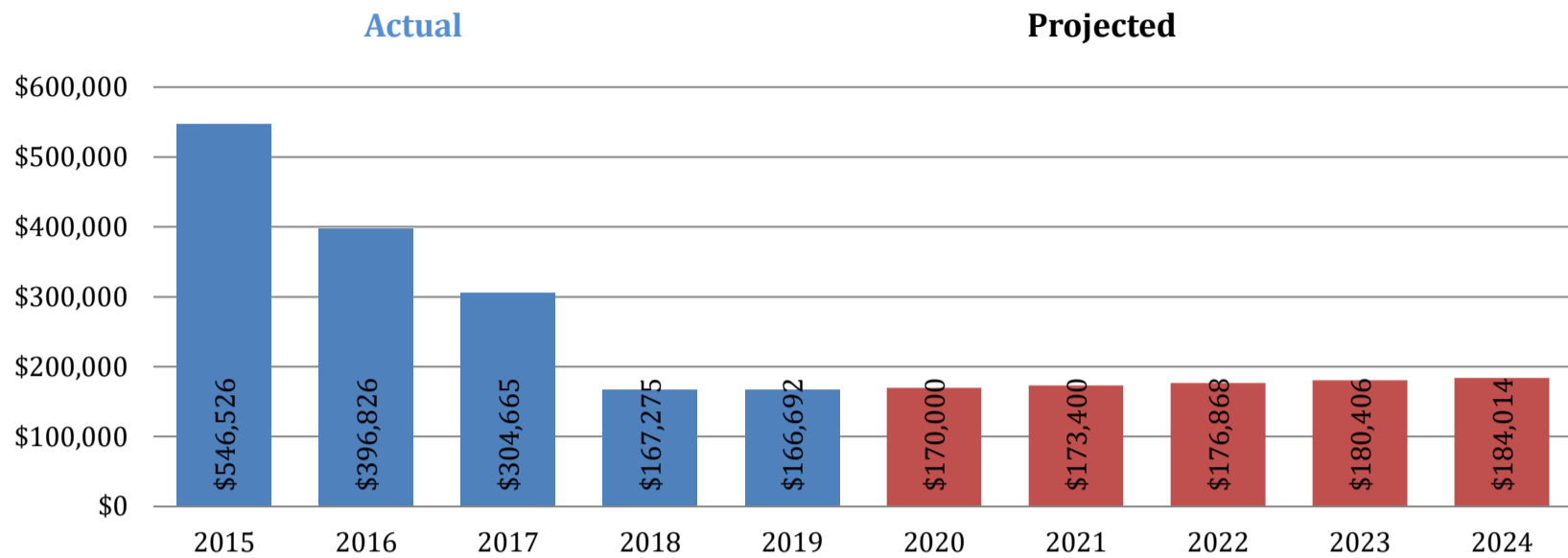
Instructional Supplies - Instructional supply costs are projected current costs incurred and then at a 2% annual inflationary rate for the forecasted years.

General Supplies costs are based on current costs incurred and then an inflationary 2% annual increase in the forecasted fiscal years.

Maintenance/custodial and transportation supply costs are based on current costs incurred and then have a projected inflationary 2% annual increase in the forecasted fiscal years.

3.050 - Capital Outlay

This line includes expenditures for items having at least a five-year life expectancy, such as land, buildings, improvements of grounds, equipment, computers/technology, furnishings, and buses.



	FORECASTED					
	2019	2020	2021	2022	2023	2024
Total	166,692	170,000	173,400	176,868	180,406	184,014
YOY \$ Change	(583)	3,308	3,400	3,468	3,538	3,608
YOY % Change	-0.3%	2.0%	2.0%	2.0%	2.0%	2.0%

Percentage of Total Budget	0.4%	0.4%	0.4%	0.4%	0.4%	0.4%
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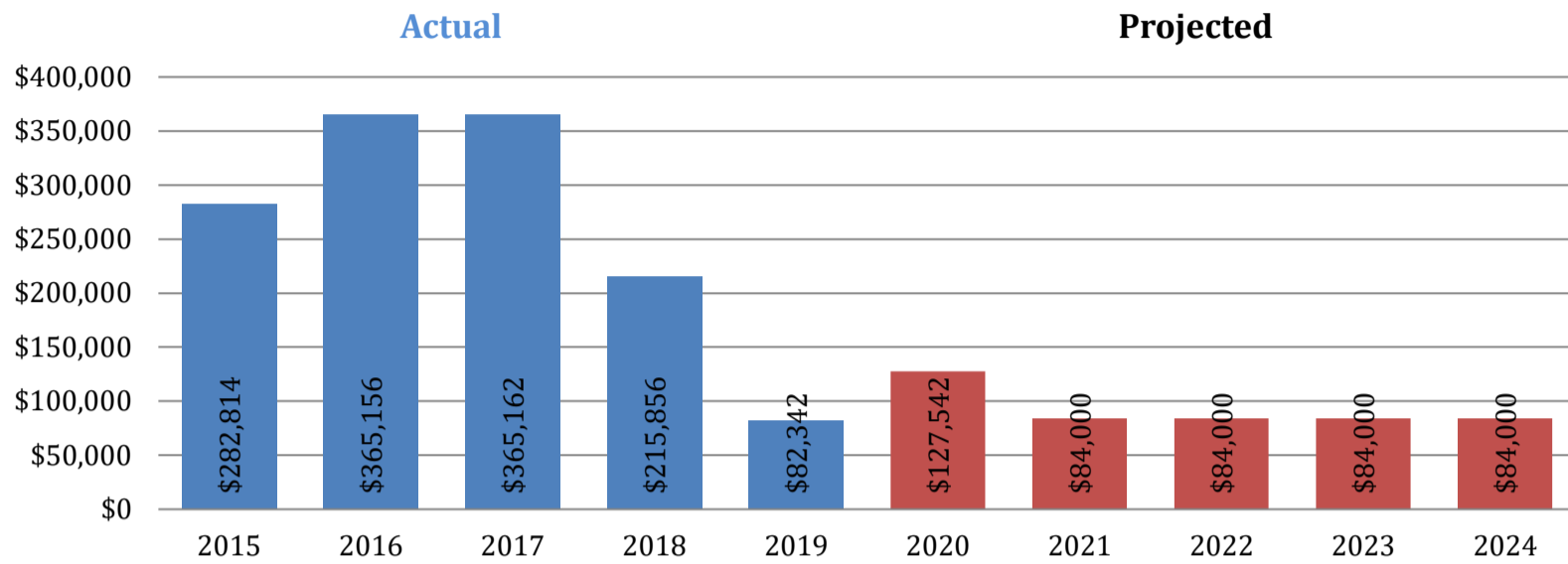
Capital Outlay represent .4% of current expenditures and includes the purchase of new instructional equipment, special education equipment, buildings and building improvements, and vehicles/busses.

For 2020, the district needs to replace a significant number of teacher and student computers have reached end of life and need to be replaced.

No bus and vehicle purchases are being projected in the forecast years 2020 through 2024, and technology equipment purchases are projected at a 2% inflationary increase for forecasted years 2021 to 2024 based on 2020 amounts.

3.060-4.060 - Intergovernmental & Debt

These lines account for pass through payments, as well as monies received by a district on behalf of another governmental entity, plus principal and interest payments for general fund borrowing.



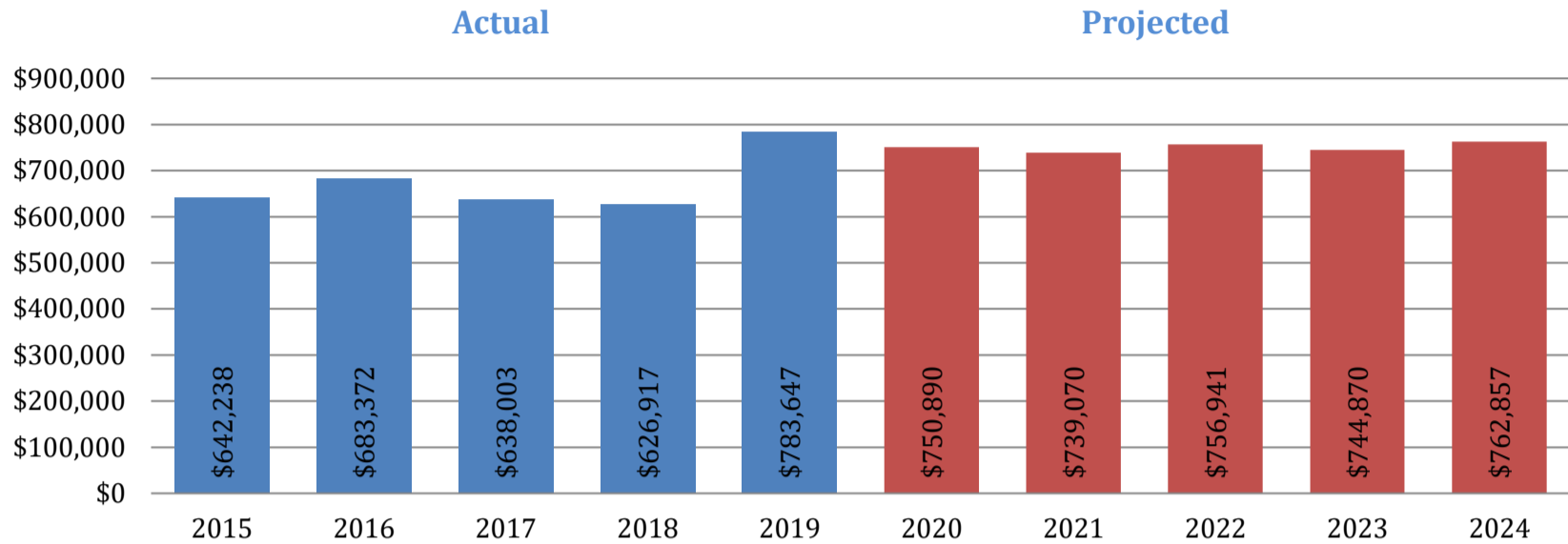
	FORECASTED					
	2019	2020	2021	2022	2023	2024
Total	82,342	127,542	84,000	84,000	84,000	84,000
YOY \$ Change	(133,514)	45,200	(43,542)	-	-	-
YOY % Change	-61.9%	54.9%	-34.1%	0.0%	0.0%	0.0%
Percentage of Total Budget	0.2%	0.3%	0.2%	0.2%	0.2%	0.2%

Debt Obligations from the General Fund consists of two lease-purchase principal payment on equipment.

The lease-purchase remaining debt has annual payments of \$82,342 which matures in 2020 and \$84,000 annual payment which matures in 2026.

4.300 - Other Objects

Primary components for this expenditure line are membership dues and fees, ESC contract deductions, County Auditor/Treasurer fees, audit expenses, and election expenses.



	FORECASTED					
	2019	2020	2021	2022	2023	2024
Total	783,647	750,890	739,070	756,941	744,870	762,857
YOY \$ Change	156,730	(32,757)	(11,820)	17,871	(12,071)	17,987
YOY % Change	25.0%	-4.2%	-1.6%	2.4%	-1.6%	2.4%

Percentage of Total Budget	2019	2020	2021	2022	2023	2024
	1.7%	1.6%	1.6%	1.5%	1.5%	1.5%

Other Objects represents 1.6% of current expenditures. This category includes Organization Dues/Fees, Audit Costs, County ESC fees, County Fiscal Office Property Tax Collection fees, Bank Charges, Board of Elections Fees, and Insurance premiums.

Property Tax Collection fees makes up 74% of the expenditures . These fees increased 35.2% in 2019 due to the large increase in delinquency collections. We are projecting a decrease in 2020 to coincide with the projected decrease in delinquency collections and then and then remain flat lined in forecasted fiscal years.

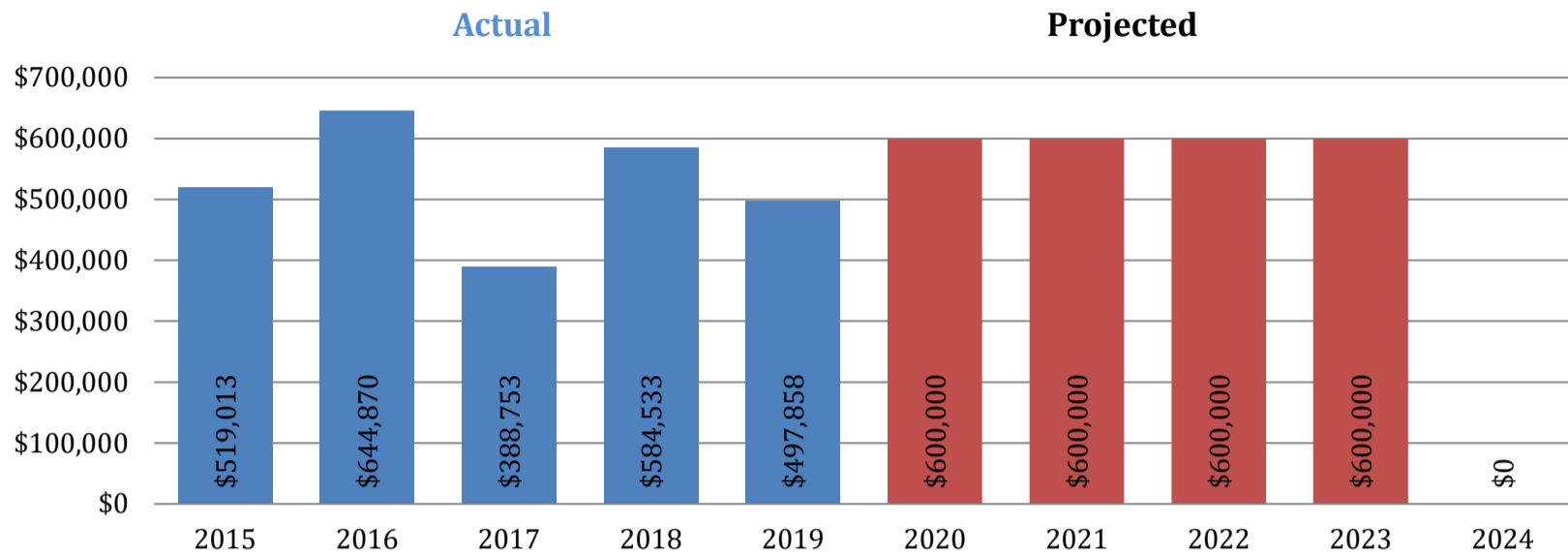
Board of Election projected costs are based on election years. These costs projected show a corresponding significant increase in 2020 and 2022 due to it being a general election years for board members and decreases in 2021 and 2023 (non election years).

Fleet and General Liability insurance increased significantly for fiscal year 2019. These costs are projected to increase an inflationary 2% annually in the forecasted fiscal years.

Audit/Bank/ESC/Other Dues and Fees decreased slightly in 2019 and are projected to assume an inflationary 2% annual increase in the forecasted fiscal years based on 2019 amounts.

5.040 - Total Other Financing Uses

Operating transfers-out, advances out to other funds, and all other general fund financing uses.



	FORECASTED					
	2019	2020	2021	2022	2023	2024
Total	497,858	600,000	600,000	600,000	600,000	-
YOY \$ Change	(86,675)	102,142	-	-	-	(600,000)
YOY % Change	-14.8%	20.5%	0.0%	0.0%	0.0%	-100.0%
Percentage of Total Budget	1.1%	1.3%	1.3%	1.2%	1.2%	0.0%
Transfers Out	312,277	300,000	300,000	300,000	300,000	-
Advances Out	185,581	300,000	300,000	300,000	300,000	-

Transfers/Advances of monies to other funds that cannot generate enough revenues to offset their expenditures make up 1.3% of current expenditures.

Transfers Out is projected to remain constant over the forecasted period and are based on projected other funds needs.

Advances Out has been required in previous years to help offset fund deficits and shortfalls where future revenue is anticipated . Projected Advances Out is offset through an Advance In in the following fiscal year, thus creating no financial impact on the overall forecast. The amount is based an prior year history and projected needs.

Garfield Heights City School District

Five Year Forecast

Fiscal Year:	Actual	FORECASTED				
	2019	2020	2021	2022	2023	2024
Revenue:						
1.010 - General Property Tax (Real Estate)	17,079,629	16,024,981	15,973,825	16,029,986	16,064,332	16,056,340
1.020 - Public Utility Personal Property	923,469	989,813	1,035,530	1,050,127	1,064,754	1,085,060
1.030 - Income Tax	-	-	-	-	-	-
1.035 - Unrestricted Grants-in-Aid	23,891,889	24,016,898	24,014,836	25,373,887	26,173,849	27,023,863
1.040 - Restricted Grants-in-Aid	841,064	795,483	796,037	237,000	237,000	237,000
1.050 - Property Tax Allocation	2,773,393	2,749,816	2,706,544	2,662,073	2,641,142	2,639,787
1.060 - All Other Operating Revenues	2,188,228	1,289,320	1,289,309	1,289,309	1,289,309	1,289,309
1.070 - Total Revenue	47,697,672	45,866,311	45,816,081	46,642,382	47,470,386	48,331,359
Other Financing Sources:						
2.010 - Proceeds from Sale of Notes	-	-	-	-	-	-
2.020 - State Emergency Loans and Adv	-	-	-	-	-	-
2.040 - Operating Transfers-In	-	-	-	-	-	-
2.050 - Advances-In	328,324	300,000	300,000	300,000	300,000	-
2.060 - All Other Financing Sources	-	-	-	-	-	-
2.070 - Total Other Financing Sources	328,324	300,000	300,000	300,000	300,000	-
2.080 - Total Rev & Other Sources	48,025,996	46,166,311	46,116,081	46,942,382	47,770,386	48,331,359
Expenditures:						
3.010 - Personnel Services	24,483,893	24,755,182	25,137,175	26,153,595	26,692,751	27,244,815
3.020 - Employee Benefits	9,110,326	9,223,465	9,479,853	10,214,879	10,716,428	11,257,388
3.030 - Purchased Services	9,859,410	9,094,608	9,188,844	9,988,634	10,186,200	10,388,585
3.040 - Supplies and Materials	1,060,273	1,018,045	1,035,356	1,053,023	1,071,074	1,089,517
3.050 - Capital Outlay	166,692	170,000	173,400	176,868	180,406	184,014
Intergovernmental & Debt Service	82,342	127,542	84,000	84,000	84,000	84,000
4.300 - Other Objects	783,647	750,890	739,070	756,941	744,870	762,857
4.500 - Total Expenditures	45,546,583	45,139,732	45,837,698	48,427,940	49,675,729	51,011,176
Other Financing Uses						
5.010 - Operating Transfers-Out	312,277	300,000	300,000	300,000	300,000	-
5.020 - Advances-Out	185,581	300,000	300,000	300,000	300,000	-
5.030 - All Other Financing Uses	-	-	-	-	-	-
5.040 - Total Other Financing Uses	497,858	600,000	600,000	600,000	600,000	-
5.050 - Total Exp and Other Financing Uses	46,044,441	45,739,732	46,437,698	49,027,940	50,275,729	51,011,176
6.010 - Excess of Rev Over/(Under) Exp	1,981,555	426,579	(321,617)	(2,085,558)	(2,505,343)	(2,679,817)
7.010 - Cash Balance July 1 (No Levies)	1,034,498	3,016,053	3,442,632	3,121,016	1,035,458	(1,469,885)
7.020 - Cash Balance June 30 (No Levies)	3,016,053	3,442,632	3,121,016	1,035,458	(1,469,885)	(4,149,703)
		Reservations				
8.010 - Estimated Encumbrances June 30	345,799	300,000	300,000	300,000	300,000	-
9.080 - Reservations Subtotal	-	-	-	-	-	-
10.010 - Fund Bal June 30 for Cert of App	2,670,254	3,142,632	2,821,016	735,458	(1,769,885)	(4,149,703)
Rev from Replacement/Renewal Levies						
11.010 & 11.020 - Renewal Levies	-	-	-	-	-	-
11.030 - Cumulative Balance of Levies	-	-	-	-	-	-
12.010 - Fund Bal June 30 for Cert of Obligations	2,670,254	3,142,632	2,821,016	735,458	(1,769,885)	(4,149,703)
Revenue from New Levies						
13.010 & 13.020 - New Levies	-	-	-	-	-	-
13.030 - Cumulative Balance of New Levies	-	-	-	-	-	-
15.010 - Unreserved Fund Balance June 30	2,670,254	3,142,632	2,821,016	735,458	(1,769,885)	(4,149,703)

Garfield Heights City School District

Three Year Forecast

Fiscal Year:	Actual	FORECASTED		
	2019	2020	2021	2022
Revenue:				
1.010 - General Property Tax (Real Estate)	17,079,629	16,024,981	15,973,825	16,029,986
1.020 - Public Utility Personal Property	923,469	989,813	1,035,530	1,050,127
1.030 - Income Tax	-	-	-	-
1.035 - Unrestricted Grants-in-Aid	23,891,889	24,016,898	24,014,836	25,373,887
1.040 - Restricted Grants-in-Aid	841,064	795,483	796,037	237,000
1.050 - Property Tax Allocation	2,773,393	2,749,816	2,706,544	2,662,073
1.060 - All Other Operating Revenues	2,188,228	1,289,320	1,289,309	1,289,309
1.070 - Total Revenue	47,697,672	45,866,311	45,816,081	46,642,382
Other Financing Sources:				
2.010 - Proceeds from Sale of Notes	-	-	-	-
2.020 - State Emergency Loans and Adv	-	-	-	-
2.040 - Operating Transfers-In	-	-	-	-
2.050 - Advances-In	328,324	300,000	300,000	300,000
2.060 - All Other Financing Sources	-	-	-	-
2.070 - Total Other Financing Sources	328,324	300,000	300,000	300,000
2.080 - Total Rev & Other Sources	48,025,996	46,166,311	46,116,081	46,942,382
Expenditures:				
3.010 - Personnel Services	24,483,893	24,755,182	25,137,175	26,153,595
3.020 - Employee Benefits	9,110,326	9,223,465	9,479,853	10,214,879
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3.040 - Supplies and Materials	1,060,273	1,018,045	1,035,356	1,053,023
3.050 - Capital Outlay	166,692	170,000	173,400	176,868
Intergovernmental & Debt Service	82,342	127,542	84,000	84,000
4.300 - Other Objects	783,647	750,890	739,070	756,941
4.500 - Total Expenditures	45,546,583	45,139,732	45,837,698	48,427,940
Other Financing Uses				
5.010 - Operating Transfers-Out	312,277	300,000	300,000	300,000
5.020 - Advances-Out	185,581	300,000	300,000	300,000
5.030 - All Other Financing Uses	-	-	-	-
5.040 - Total Other Financing Uses	497,858	600,000	600,000	600,000
5.050 - Total Exp and Other Financing Uses	46,044,441	45,739,732	46,437,698	49,027,940
6.010 - Excess of Rev Over/(Under) Exp	1,981,555	426,579	(321,617)	(2,085,558)
7.010 - Cash Balance July 1 (No Levies)	1,034,498	3,016,053	3,442,632	3,121,016
7.020 - Cash Balance June 30 (No Levies)	3,016,053	3,442,632	3,121,016	1,035,458
		Reservations		
8.010 - Estimated Encumbrances June 30	345,799	300,000	300,000	300,000
9.080 - Reservations Subtotal	-	-	-	-
10.010 - Fund Bal June 30 for Cert of App	2,670,254	3,142,632	2,821,016	735,458
Rev from Replacement/Renewal Levies				
11.010 & 11.020 - Renewal Levies	-	-	-	-
11.030 - Cumulative Balance of Levies	-	-	-	-
12.010 - Fund Bal June 30 for Cert of Obligations	2,670,254	3,142,632	2,821,016	735,458
Revenue from New Levies				
13.010 & 13.020 - New Levies	-	-	-	-
13.030 - Cumulative Balance of New Levies	-	-	-	-
15.010 - Unreserved Fund Balance June 30	2,670,254	3,142,632	2,821,016	735,458

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>
Bermann	Sylvia	MS	Medical LOA	11/7/2019	1/29/2020	Medical LOA (FMLA)
Lance	Candice	ML	Maternity LOA	2/6/2020	5/4/2020	Maternity LOA (FMLA)
Lawrinson	Nick	MS	Unpaid LOA	3/20/2020	3/30/2020	Unpaid 1/2 day
Lopez	Honora	WF	Intermittent Medical LOA	10/23/2019	10/22/2020	Intermittent Medical LOA for Family Member (FMLA)
Meder	Donald	ML	Medical LOA	11/25/2019	3/2/2020	Medical LOA (FMLA)
Saluan	Heather	MS	Maternity LOA	3/10/2020	8/1/2020	Maternity LOA (FMLA)
Squires	Steven	ML	Intermittent Medical LOA	10/22/2019	10/21/2020	Intermittent Medical LOA for Family Member (FMLA)
Ward	Ashlee	HS	Maternity LOA	1/15/2020	3/2/2020	Maternity LOA (FMLA)

STUDENT TRANSPORTATION SERVICES

The transportation policies of the Board are aimed at providing a safe, efficient and economical method of getting students to and from school. It is the desire of the Board that the transportation schedule serves the best interests of all students and the District. The Board provides transportation as required by State law.

In addition to that required by law, the Board may provide transportation to all elementary and secondary school students to the extent determined by the administration **in accordance with all statutory obligations** and approved by the Board. All regulations governing student transportation are in accordance with the Ohio School Bus Operation Regulations issued by the Ohio Department of Education, the Ohio State Highway Patrol and the Ohio Department of Public Safety and as required by State law.

The District will transport as many students as practical on school buses that meet all the state requirements for pupil transportation. In some cases, students may be transported by other means as defined by State law.

Fees may not be charged to students for routine transportation or for non-routine transportation for educational field trips provided during the school day.

The Board annually approves designated bus stops and time schedules as presented by the Superintendent/designee, and grants authority to the transportation supervisor/designee to adjust stops during the school year.

The transportation program is under the direction of the transportation supervisor who is responsible to the Superintendent. The Board directs the Superintendent/designee to develop District-level policies and procedures for the safe and efficient operation of student transportation services.

Transportation to Community, STEM, STEAM and Private Schools

The District will provide transportation for eligible students who attend community, STEM, STEAM, and private schools in compliance with State law when practical.

When transportation for any student is not practical by any means approved by State law, the Board may resolve to declare transportation impractical and offer the student payment in lieu of transportation.

[Adoption date:]

LEGAL REFS.: ORC 3327.01 through 3327.10; **3327.015**
4511.76 through 4511.78
OAC 3301-83

CROSS REFS.: EEAA, Eligibility Zones for Pupil Transportation
EEAC, School Bus Safety Program

NOTE: In all city, local and exempted village districts, the board provides transportation for resident elementary students, kindergarten through grade eight, who live more than two miles from the school of attendance and for all students with physical or mental disabilities that make walking impossible or unsafe. The transporting of high school students is optional. Students attending a joint vocational school must be provided with transportation from the high school to the JVSD. Buses used to transport students may be operated by the district, other districts or in some cases private contractors that meet the requirements for the state for pupil transportation. The approved alternative methods for transporting students are outlined in Ohio Administrative Code 3301-83-19.

House Bill 166 enacted new Ohio Revised Code 3327.015, which states that if a district provides transportation beyond the requirements of State law, it cannot reduce that level of transportation after the first day of the school year. Districts should make certain that all transportation policies are accurate and reflect local practice.

The board must provide transportation to nonpublic, community, STEM and STEAM school students on the same basis as it is provided to resident students attending district schools.

The board is not required to transport nonpublic or community school students whose travel is more than 30 minutes to school from their district school of assignment. These students are not eligible for any services, including payment in lieu of transportation in accordance with State law.

State law permits districts, upon request, to transport students in grades K-12 who do not reside in the district to a nonpublic school the student attends if the:

- 1. student's resident district is not required to transport the student because the travel time is more than 30 minutes and*
- 2. parent agrees to reimburse the nonresident district for the costs of transporting the student that exceed the amount the district receives from the state.*

File: EEA

If the nonresident district declines the request, it is required to state its reasons in writing.

It is advisable for a board to delegate to the superintendent/designee the responsibility of developing district-level policies and procedures for the daily transportation procedure. Many laws will apply in these areas.

STUDENT WELLNESS PROGRAM

The Board directs the Superintendent/designee to develop and maintain a student wellness plan in compliance with Federal law.

The student wellness plan:

1. includes goals for nutrition promotion and education, physical activity and other school-based activities designed to promote student wellness that are developed with consideration of evidence-based strategies and techniques;
2. includes nutrition guidelines for all foods provided, but not sold to students in the District during the school day in order to promote student health and reduce childhood obesity;
3. provides assurance that District guidelines for all food and beverages sold during the school day are, at a minimum, equal to the guidelines issued by the U.S. Department of Agriculture (USDA) and that marketing of foods and beverages on the school campus during the school day is prohibited for foods or beverages that do not meet the nutritional standards established by the District in accordance with USDA regulations and
4. establishes a plan of implementation and evaluation, including designating one or more persons within the District with the responsibility for ensuring that the District is compliant with Federal law.

Development of the student wellness plan must be a collaborative effort between parents, students, food service workers, physical education teachers, school health professionals, administrators, the Board and the public.

The District notifies the public of the wellness plan at least annually. The wellness plan is assessed at least once every three years and the results of the assessment are made available to the public.

~~The District reports compliance with the establishment of a wellness committee to the Ohio Department of Education by November 30 annually through the consolidated school mandate report.~~

~~If the District reports noncompliance the Superintendent/designee must provide a written explanation to the Board within 30 days explaining this noncompliance and a written plan of action for accurately and efficiently addressing the problem.~~

[Adoption date:]

LEGAL REFS.: Child Nutrition and WIC Reauthorization Act; Pub. L. No. 108-265
(Title I, Section 204), 118 Stat. 729
National School Lunch Act; 42 USC 1751 et seq.
Child Nutrition Act; 42 USC 1771 et seq.
7 CFR, Subtitle B, Chapter 11, Part 210
7 CFR 220
7 CFR 225
7 CFR 245
ORC ~~3301.68~~
3313.814
OAC 3301-91-09

CROSS REFS.: EF, Food Services Management
EFB, Free and Reduced-Price Food Services
EFF, Food Sale Standards
IGAE, Health Education
IGAF, Physical Education
KJ, Advertising in the Schools

NOTE: In response to the Reauthorization of the Child Nutrition and Women, Infants and Children Act of 2004, districts are required to develop a “school wellness” policy. Components of the program are listed in the policy.

On July 29, 2016, the U.S. Department of Agriculture (USDA) Food and Nutrition Service finalized regulations to create a framework and guidelines for locally established written wellness policies. The final rule expands the existing requirements to strengthen policies and increase transparency. The final rule became effective August 29, 2016 and it requires districts to begin developing a revised local wellness policy during the 2016-2017 school year, with full compliance by June 30, 2017.

Districts that allow the marketing of food and beverages to students must have policies that allow marketing and advertising of only those foods and beverages that meet the USDA Smart Snacks in School nutrition standards.

File: EFG

~~Senate Bill 216 (2018) enacted Ohio Revised Code (RC) 3301.68 requiring the Ohio Department of Education (ODE) to establish, distribute and monitor a consolidated school mandate report for school districts. Except where specifically required by law, ODE cannot require a separate report for the items included in the report. Each district must complete and file the report by November 30 annually.~~

~~The report must require each district or school to denote “yes” to indicate compliance or “no” to indicate noncompliance with the following prescribed items and to provide any other information that the department requests regarding those items:~~

- ~~• Training on the use of physical restraint or seclusion on students;~~
- ~~• Training on harassment, intimidation, or bullying;~~
- ~~• Training on the use of cardiopulmonary resuscitation and an automated external defibrillator;~~
- ~~• Training on crisis prevention intervention;~~
- ~~• The establishment of a wellness committee;~~
- ~~• The reporting of a district’s or school’s compliance with nutritional standards;~~
- ~~• Screening for hearing, vision, speech and communications, and health or medical problems and for any developmental disorders of students enrolled for the first time in kindergarten or first grade and~~
- ~~• Compliance with interdistrict and intradistrict open enrollment requirements.~~

~~If a district or school denotes “no” on any item it must provide a written explanation to the board within 30 days for why that item was not completed and a written plan of action for accurately and efficiently addressing the problem.~~

NOTE: THIS IS A REQUIRED POLICY

NO TOBACCO USE ON DISTRICT PROPERTY BY STAFF MEMBERS
(Version 2)

The Board has a duty to protect and promote the health and well-being of all students and staff. The Board is acutely aware of the serious health risks associated with the use of tobacco products, both to users and nonusers, and that most tobacco use begins by the age of 18. The Board recognizes that staff and school visitors serve as role models to students and, therefore, adopts this 100% tobacco-free District policy to endorse a healthy lifestyle and prevent tobacco use.

For the purpose of this policy, “tobacco **product**” is defined to include any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette, and any other smoking product, and spit tobacco, also known as smokeless, dip, chew and snuff, in any form.

For the purpose of this policy, electronic ~~cigarettes~~ **smoking devices and vapor products also** are considered a “tobacco **product**.”

Tobacco Use Prohibited

No staff member or volunteer is permitted to smoke, inhale, **vape**, dip or chew tobacco **products** at any time, including non-school hours:

1. in any building, facility or vehicle owned, leased, rented or chartered by the District or
2. on school grounds, athletic facilities or parking lots.

No staff member or volunteer is permitted to smoke, inhale, **vape**, dip or chew tobacco **products** at any time, including non-school hours, at any school-sponsored event off campus.

Tobacco Advertisements and Promotions

Tobacco advertising is prohibited on school grounds, in all school-sponsored publications and at all school-sponsored events. Tobacco promotional items that promote the use of tobacco products, including clothing, bags, lighters and other personal articles, are not permitted on school grounds, in school vehicles or at school-sponsored events.

Providing Notice to Staff

“No Tobacco” signs will be posted throughout the District at entrances and other appropriate locations in all academic buildings, administrative spaces and athletic fields. District staff will be provided notice of this policy through staff handbooks. District vehicles will display the international “No Smoking” insignia.

Enforcement

Disciplinary measures taken against staff for violations of this policy comply with the requirements of State law, related District policies and regulations and/or the staff negotiated agreements.

Educational Reinforcement

Tobacco use prevention education is closely coordinated with the other components of the school health program. Staff responsible for teaching tobacco use prevention education have adequate pre-service training and participate in ongoing professional development activities to effectively deliver the education program.

[Adoption date:]

LEGAL REFS.: The Elementary and Secondary Education Act; 20 USC 1221 et seq.
Goals 2000: Educate America Act; 20 USC 6081 through 6084
ORC 3313.20
3794.01; 3794.02; 3794.04; 3794.06
OAC 3301-35-02; 3301-35-05

CROSS REFS.: JFCG, Tobacco Use by Students
KGC, Smoking on District Property

NOTE: This policy and information is based on model policies for districts considering 100% tobacco-free campuses. It is provided for educational purposes only and is not to be construed as a legal opinion or as a substitute for obtaining legal advice from an attorney. Readers with questions about the application of the law to specific facts are encouraged to consult legal counsel familiar with the laws of their jurisdictions.

Districts are required to have smoke-free policies. This goes beyond what is required and may be helpful to those districts choosing to go tobacco-free.

When determining disciplinary measures, districts should check negotiated agreements and may need to seek the advice of legal counsel.

File: GBK

*Electronic **smoking devices and vaping** ~~e-cigarettes~~ have increased in popularity. **While such devices are included as tobacco under Ohio's juvenile tobacco laws (under 21 years of age),** ~~these devices are not otherwise classified as tobacco and State and Federal law do not regulate their use. are not subject to the same restrictions as other forms of tobacco or cigarettes.~~ Districts who want to add **electronic smoking devices and vaping** ~~e-cigarettes~~ to the definition of tobacco in this policy should review the provided permissive language. Districts may need to update postings to reflect the restrictions on the use of ~~e-cigarettes~~ **these devices.***

REMEDIAL INSTRUCTION (Intervention Services)

The educational program is designed and operated to be developmentally appropriate and avoid the necessity for intervention services. In those cases in which students have clearly not demonstrated satisfactory progress toward attaining the academic standards for their grade level, efforts are made to remedy the condition and attain the learning results sought.

The Board directs the Superintendent/designee to ensure that classroom teachers of students in kindergarten through third grades annually assess and identify the reading skills of each student who is reading below grade level. The reading skills assessment is completed by September 30 for students in grades one through three, and by November 1 for students in kindergarten. The parent or guardian is notified of each student whose reading skills are below grade level and intervention services are provided to the student.

Students who are reading below grade level are provided intensive reading instruction immediately following the identification of a reading deficiency.

The District involves the student's parent(s) and classroom teacher in developing the intervention strategy and offers to the parent(s) the opportunity to be involved in the intervention.

Intervention services are also offered to students who:

1. score below the proficient level on a fourth, fifth, sixth, seventh or eighth grade achievement test and
2. are not demonstrating academic performance at their grade level based on the results of a diagnostic assessment.

~~Any student who scores at or below the proficient level on an Ohio Graduation Test must receive intervention services.~~

The District provides all remedial supports required by law including those related to assessments and end-of-course examinations.

Certain specified students who are offered intervention services either after-hours or in summer classes are truant if they do not attend the intervention programs.

The Superintendent/designee is directed to maintain remedial instructional programs or intervention services that assist all students in meeting and maintaining minimum levels of student proficiency in communication and computation skills. These programs include procedures to evaluate student achievement related to the remedial program objectives and standards. Ongoing communication between teaching staff members and parents of students participating in remedial educational programs is coordinated by the Superintendent and the administrative staff.

The Superintendent is directed to evaluate the remedial education programs and report to the Board each school year as to their effectiveness in maintaining minimum levels of student proficiency.

[Adoption date:]

LEGAL REFS.: ORC 3301.07; 3301.0710; 3301.0711(D); 3301.0712; 3301.0715
3313.608; 3313.609; 3313.6010; 3313.6012, 3314.03
OAC 3301-35-04; 3301-35-06

CROSS REFS.: IGBEA, Reading Skills Assessments and Intervention (Third Grade Reading Guarantee)
IKE, Promotion and Retention of Students

NOTE: THIS IS A REQUIRED POLICY

This policy applies to community schools.

House Bill (HB) 166 (2019) outlined new graduation requirements for students entering ninth grade on or after July 1, 2019 (class of 2023 and beyond). The requirements include earning a “competency” score on the English language arts II and Algebra I end-of-course examinations. Students who do not earn a passing score on the first attempt must be offered remediation and supports and must retake the test at least once. If a student is unable to attain a passing score, they can demonstrate competency through alternative pathways outlined within HB 166.

PROMOTION AND RETENTION OF STUDENTS

The promotion of each student is determined individually. The decision to promote or retain a student is made on the basis of the following factors. The teacher takes into consideration: reading skill, mental ability, age, physical maturity, emotional and social development, social issues, home conditions and grade average.

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

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

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

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

Any student, unless excused from taking the third grade reading assessment under Ohio Revised Code Section (RC) 3301.0711, who does not attain at least the equivalent level of achievement as required by RC 3301.0710 on the assessment, is not promoted to fourth grade unless one of the following applies:

1. The student is an ~~limited~~ English **learner** ~~proficient student~~ who has been enrolled in United States schools for less than three full school years and has had less than three years of instruction in an English as a second language program.
2. The student is a child with a disability entitled to special education and related services under RC 3323 and the student's Individualized Education Program (IEP) exempts the student from retention under this division.
3. The student demonstrates an acceptable level of performance on an alternative standardized reading assessment as determined by the Ohio Department of Education.
4. All of the following apply:
 - A. The student is a child with a disability entitled to special education and related services under RC 3323.
 - B. The student has taken the third grade English language arts achievement assessment prescribed under RC 3301.0710.
 - C. The student's IEP or 504 plan shows that the student has received intensive remediation in reading for two school years but still demonstrates a deficiency in reading.
 - D. The student previously was retained in any of grades kindergarten to three.
5. The student received intensive remediation for reading for two school years but still demonstrates a deficiency in reading and was previously retained in any of grades kindergarten to three. Students promoted under this section continue to receive intensive reading instruction in grade four. The instruction includes an altered instructional day that includes specialized diagnostic information and specific research-based reading strategies for the student that have been successful in improving reading among low-performing readers.

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

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

[Adoption date:]

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

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

NOTE: This policy also applies to community schools.

Senate Bill (SB) 316 changed districts' option related to students who don't pass the Third Grade Reading Assessment. These changes go into effect for students who enter the third grade in the 2013-2014 school year.

In 2013, SB 21, made additional changes to retention and promotion practices under the Third Grade Reading Guarantee beginning with students who enter the third grade in the 2013/2014 school year. First, students may be excused from taking the assessment if they fall under an exception in Ohio Revised Code Section 3301.0711(C), which addresses alternate assessments determined by the student's individualized educational plan, delayed administration of assessments based on medical reasons or other good cause and ~~limited~~ English learners. ~~proficient-students~~. It also extended the time in which ~~a~~ limited English learners ~~proficient-student~~ can receive an exception to being retained from two full school years or two years of English instruction to three years for both.

THIS IS A REQUIRED POLICY

GRADUATION REQUIREMENTS

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

The requirements for graduation from high school are as follows.

<u>District Minimum</u>		<u>Statutory Graduation Requirements</u>	
English Language Arts	4 units	English Language Arts	4 units
History and government, including one-half unit of American History and one-half unit of American Government	1 unit	History and government, including one-half unit of American History and one-half unit of American Government	1 unit
Social Studies *	2 units	Social Studies *	2 units
Science, with inquiry-based lab experience, including one unit each in Physical Science and Life Sciences and one unit in Chemistry, Physics or other physical science, Advanced Biology or other life science, Astronomy, Physical Geology or other earth or space science	3 units	Science, with inquiry-based lab experience, including one unit each in Physical Science and Life Sciences and one unit in Chemistry, Physics or other physical science, Advanced Biology or other life science, Astronomy, Physical Geology or other earth or space science	3 units
Math, including one unit of Algebra II or its equivalent **	4 units	Math, including one unit of Algebra II or its equivalent **	4 units
Health	½ unit	Health	½ unit
Physical Education	½ unit	Physical Education	½ unit
Electives ***	<u>5 units</u>	Electives ***	<u>5 units</u>
Total	20 units	Total	20 units

The statutory graduation requirements also include:

1. * students entering ninth grade for the first time on or after July 1, 2017 must take at least one-half unit of instruction in the study of world history and civilizations “as part of the required social studies units”;
2. ** students entering ninth grade for the first time on or after July 1, 2015 who are pursuing a career-technical instructional track may complete a career-based pathway math course approved by ODE as an alternative to Algebra II;
3. *** student electives of any one or combination of the following: foreign language, fine arts (must complete two semesters in any of grades 7-12 unless following a career-technical pathway), business, career-technical education, family and consumer sciences, technology, agricultural education or additional English language arts, math, science or social studies courses not otherwise required under the statutory graduation requirements;
4. units earned in social studies shall be integrated with economics and financial literacy and
5. ~~passing all state-required examinations.~~ **meeting the applicable competency/assessment and/or readiness criteria required by law based on date of entry into ninth grade.**

Summer School

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

Educational Options

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

College Credit Plus and Postsecondary Enrollment Options

Credit is awarded for courses successfully completed at an accredited postsecondary institution. High school credit awarded for a course successfully completed under College Credit Plus, or where applicable the former Postsecondary Enrollment Options Program, counts toward the graduation requirements and subject area requirements of the District. If a course comparable to the course successfully completed is offered by the District, then comparable credit for the completed equivalent course is awarded. If no comparable course is offered, the District grants to the student an appropriate number of credits in a similar subject area.

Correspondence Courses

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

1. Credits earned in correspondence schools directly affiliated with state universities are evaluated by the school administration for students who wish to qualify for graduation from high school.
2. Credits earned from correspondence schools not directly affiliated with an accredited college or university may not be applied toward graduation.
3. Credits earned from schools that have been established primarily for correspondence study, rather than an institution primarily for residence study, are not accepted toward graduation.

Course Work Prior to Ninth Grade

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

Physical Education Exemption

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

Beginning in the 2019-2020 school year, a student who during high school, has participated in show choir for at least two full seasons is not required to complete any physical education courses as a condition to graduate. However, the student is required to complete one-half unit, consisting of at least 60 hours of instruction, in another course of study.

Junior Reserve Officer Training Corps (JROTC) Exemption

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

Community Service

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

Graduation Requirements Opt Out

(Choose one of the following two paragraphs.)

~~The District offers students entering the ninth grade on or after July 1, 2010, and before July 1, 2016, the ability to opt out of the graduation requirements in compliance with Board policy and regulations and all procedural requirements stipulated by the school.~~

OR

~~The District does not offer students the ability to participate in the Opt Out program.~~

[Adoption date:]

LEGAL REFS.: ORC 3301.07(D)(3)
3313.60; 3313.6014; 3313.603; 3313.605; 3313.61
3345.06
OAC 3301-35-04
3301-16-05

CROSS REFS.: IGBM, Credit Flexibility
IGCA, Summer Schools
IGCD, Educational Options (Also LEB)
IGCH, College Credit Plus (Also LEC)
IGCI, Community Service
JN, Student Fees, Fines and Charges

NOTE: Although the minimum requirements for graduation are listed in the policy as 20 units of credit, boards are permitted to require more than 20 units in order for its students to graduate from high school and should edit this policy accordingly. District requirements should be reflected in the district minimum column.

*Senate Bill (SB) 311, passed in 2006, permits boards to adopt a policy that excuses from high school physical education those students who have participated in interscholastic athletics, cheerleading or marching band for at least two full seasons. However, excused (exempted) students must complete one-half unit of at least 60 hours of instruction in another course of study in order to graduate from high school. **House Bill (HB) 166 (2019) added show choir to the list of approved activities noted above.***

HB 166 also added language to Ohio Revised Code 3313.603 stating that if a district requires a foreign language as an additional graduation requirement, a student may apply one unit of instruction in computer coding to satisfy one unit of foreign language. If more than one unit of computer coding is used to satisfy the foreign language requirement, the courses must be sequential and progressively more difficult.

HB 290, passed in 2009, adds participation in Junior Reserve Officer Training Corps (JROTC) programs approved by the United States Congress to the list of permitted electives within the Ohio Core curriculum. Boards may also excuse (exempt) participating students from high school physical education courses if participation in JROTC is for at least two full years.

In addition, under HB 290, boards are permitted to grant high school credit for two full years of participation in JROTC without the student having to take another course of study in order to graduate from high school.

Based on the date of entry into the ninth grade, students are subject to different assessment/competency and readiness criteria for graduation. Districts should be familiar with these criteria and the different pathways available under the law and utilize resources provided by the Ohio Department of Education.

THIS IS A REQUIRED POLICY

~~*HB 487 in 2014 sets forth three diploma pathways in addition to the regular curriculum requirements. These diploma pathways appear in RC 3313.618, and apply to students entering ninth grade for the first time on or after July 1, 2014. In order to qualify for a high school diploma, eligible students must satisfy at least one of the following conditions: 1) be remediation free on each of the nationally standardized assessments in English, mathematics and reading; 2) attain a cumulative score of 18 points on the seven end-of-course examinations or 3) attain a score that demonstrates workforce readiness and employability on a nationally recognized job skills assessment and obtain either an industry-recognized credential or license issued by a state agency or board for practice in a vocation that requires an examination for issuance of that license.*~~

File: IKF

~~*HB 64 required the State Board of Education (SBOE) to adopt new rules permitting students who began ninth grade before July 1, 2014 who are subject to the Ohio Graduation Test requirements, graduation choices that incorporate these new graduation options. The SBOE adopted Ohio Administrative Code 3301-16-05, effective January 1, outlining additional assessment options for these students.*~~

REMOVE

**GRADUATION REQUIREMENTS
 (Opt Out)**

~~Students entering ninth grade on or after July 1, 2010, and before July 1, 2016, may qualify for participation in the graduation requirements Opt Out program. Eligible students may graduate without having completed the requirements for graduation prescribed by State law. Students wishing to participate in this program must have attended high school for two years.~~

~~A student wishing to participate and his or her parent(s) or guardian must sign and file written consent to the student's graduating without completion of the requirements for graduation and acknowledgement that one consequence of failure to complete the requirements for graduation is ineligibility to enroll in most state universities in Ohio without further course work.~~

~~The minimum requirements for graduation from high school under the Opt Out are as follows.~~

Minimum (students entering ninth grade on or after July 1, 2010 and before July 1, 2014)

Minimum (students entering ninth grade on or after July 1, 2014 and before July 1, 2016)

English Language Arts	4 units	English Language Arts	4 units
Social Studies, including one half unit of American History and one half unit of American Government	3 units	Social Studies, including one half unit of American History and one half unit of American Government	3 units
Science, including one unit each in Physical Science and Biology	3 units	Science, including one unit each in Physical Science and Biology*	3 units
Math	4 units	Math**	4 units
Health	½ unit	Health	½ unit
Physical Education	½ unit	Physical Education	½ unit
Electives***	5 units	Electives***	5 units
Total	20 units	Total	20 units

File: IKF-R

~~* The required science units must include inquiry-based laboratory experience that engages students in asking valid scientific questions and gathering and analyzing information.~~

~~** One of the four required units must be one of the following: probability and statistics, computer programming, applied mathematics or quantitative reasoning, or any other course approved by the Ohio Department of Education.~~

~~*** Each student's electives shall include at least one unit, or two half units chosen from among the areas of business/technology, fine arts, and/or foreign language.~~

~~The District retains the authority to increase these minimum requirements in compliance with State law. Under State law, the District may stipulate any of the following:~~

- ~~1. a minimum high school curriculum that requires more than 20 units of academic credit to graduate;~~
- ~~2. an exception to the District's minimum high school curriculum that is similar to the graduation requirements Opt Out, but with additional requirements, which may include the requirement that the student successfully complete more than the minimum curriculum listed above or~~
- ~~3. that no exception comparable to the graduation requirements Opt Out is available within the District.~~

~~The student and parent/guardian must also agree to fulfill any procedural requirements stipulated by the school to ensure informed consent and facilitate orderly filing of statements required under State law.~~

~~Additionally, participation in the program requires the student, the student's parent or guardian and a representative of the student's high school to jointly develop student success plan for the student. The student's success plan must specify that the student will do one of the following:~~

- ~~matriculate to a two-year degree program;~~
- ~~acquire a business and industry credential or~~
- ~~enter an apprenticeship.~~

~~The student's high school provides counseling and support for the student related to the student's success plan during the remainder of the student's high school experience.~~

(Approval date:)

REMOVE

GRADUATION REQUIREMENTS
(Opt Out Informed Consent Agreement)

~~I understand that participation in the graduation opt out program will result in graduation without completion of the graduation requirements. I also acknowledge that one consequence of failure to complete the graduation requirements is ineligibility to enroll in most state universities in Ohio without completion of further course work. I hereby agree to accept and abide by the policies, rules and regulations of the Board of Education and to fulfill any procedural requirements stipulated by the school.~~

Student's Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

TRUANCY

The Board endeavors to reduce truancy through cooperation with parents, diligence in investigating the causes of absence and use of strict guidelines in regard to tardiness and unexcused absence.

When the Board determines that a student has been truant and that the parent, guardian or other person having care of a child has failed to ensure the child's attendance at school, State law authorizes the Board to require the parent to attend a specified educational program.

This program has been established according to the rules adopted by the State Board of Education for the purpose of encouraging parental involvement in compelling the child's attendance at school.

On the request of the Superintendent, or when it comes to the attention of the school attendance officer or other appropriate officer of the District, the designated officer must investigate any case of supposed truancy within the District and must warn the child, if found truant, and the child's parent in writing of the legal consequences of being a "habitual" truant.

A "habitual truant" is any child of compulsory school age who is absent without a legitimate excuse for 30 or more consecutive hours, 42 or more hours in one month or 72 or more hours in a school year.

The parent is required to have the child attend school immediately after notification. If the parent fails to get the child to attend school, the attendance officer or other appropriate officer, if directed by the Superintendent or the Board, must send notice requiring the child's parent to attend a parental education program.

Regarding "habitual truants," the Board must take as an intervention strategy any appropriate action contained in Board policy.

The Board directs the administration to develop intervention strategies that include all of the following actions if applicable:

1. providing a truancy intervention plan meeting State law requirements for any student who is excessively absent from school;
2. providing counseling for a habitual truant;
3. requesting or requiring a parent having control of a habitual truant to attend parental involvement programs;
4. requesting or requiring a parent of a habitual truant to attend truancy prevention mediation programs;

5. notification to the registrar of motor vehicles or
6. taking appropriate legal action.

The attendance officer provides notice to the parent of a student who is absent with a **nonmedical excuse** or without excuse for 38 or more hours in one school month or 65 or more hours in a school year within seven days after the date of the absence triggering the notice. At the time of notice, the District may take any appropriate action as outlined in this policy as an intervention strategy.

Absence Intervention Plan

Beginning with the 2017-2018 school year, when a student's absences surpass the threshold for a habitual truant, the principal or the Superintendent assigns the student to an absence intervention team within 10 days of the triggering event. The absence intervention team must be developed within seven school days of the triggering event and is based on the needs of the individual student. The team must include a representative from the student's school or District, a representative from the student's school or District who knows the student and the student's parent or their designee, and also may include a school psychologist, counselor, social worker or representative of an agency designed to assist students and their families in reducing absences. During the seven days while developing the team, the Superintendent or principal makes at least three meaningful, good faith attempts to secure participation of the student's parent. If the student's parent is unresponsive the District investigates whether the failure to respond triggers mandatory reporting to the appropriate children's services agency and instructs the absence team to develop the intervention plan without the parent.

Within 14 school days after a student is assigned to a team, the team develops a student specific intervention plan to work to reduce or eliminate further absences. The plan includes, at minimum a statement the District will file a complaint in juvenile court not later than 61 days after the date the plan is implemented if the student refuses to participate or fails to make satisfactory progress. The District makes reasonable efforts to provide the student's parent with written notice of the plan within seven days of development.

The absence intervention plan for a student may include contacting the juvenile court to have a student informally enrolled in an alternative to adjudication. The Board directs the Superintendent to develop written procedures regarding the use of and selection process for offering these alternatives to ensure fairness.

If the student becomes habitually truant within 21 school days prior to the last day of instruction of a school year, the District may either assign a school official to work with the student's parent to develop an intervention plan during the summer and implement the plan no later than seven days prior to the first day of instruction of the next school year, or reconvene the absence intervention process on the first day of instruction of the next school year.

Filing a Complaint with Juvenile Court

Beginning with the 2017-2018 school year, the attendance officer must file a complaint against the student in juvenile court on the 61st day after implementation of the absence intervention plan when:

1. the student's absences have surpassed the threshold for a habitual truant;
2. the District has made meaningful attempts to re-engage the student through the absence intervention plan, other intervention strategies and any offered alternatives to adjudication and
3. the student has refused to participate in or failed to make satisfactory progress on the plan or any offered intervention strategies or alternatives to adjudication as determined by the absence intervention team.

If the 61st day after intervention falls on a day during the summer months, the District may extend the implementation of the plan and delay the filing of the complaint for an additional 30 days after the first day of instruction of the next school year.

Unless the absence intervention team determines the student has made substantial progress on their absence intervention plan, the attendance officer must file a complaint against the student in juvenile court if the student is absent without legitimate excuse for 30 or more consecutive hours or 42 or more hours during a school month at any time during the implementation phase of the intervention plan or other intervention strategy.

[Adoption date:]

LEGAL REFS.: ORC 3313.663; 3313.668
3321.03 through 3321.04; 3321.07 through 3321.09; 3321.19; 3321.191;
3321.22; 3321.38
OAC 3301-47-01

CROSS REFS.: JED, Student Absences and Excuses
JEG, Exclusions and Exemptions from School Attendance
JK, Employment of Students

NOTE: House Bill 410 (2016) made significant changes to district requirements for managing truancy effective with the 2017-2018 school year. When developing truancy policies, districts are required to consult with the judge of the juvenile court of the county or counties in which the district is located, parents, guardians, or other persons having care of the students attending school in the district and appropriate state and local agencies.

Districts with a chronic absenteeism rate of less than 5% as reflected on the most recent state report card are exempt from the requirement to assign students to an absence intervention team and instead must take any appropriate action as an intervention strategy outlined in board policy.

THIS IS A REQUIRED POLICY

STUDENT SUSPENSION

The Superintendent, principals, assistant principals and other designated administrators may suspend a student from school for disciplinary reasons outlined in the student code of conduct. A student cannot be suspended from school solely because of unexcused absences. No period of suspension is for more than 10 school days. If, at the time a suspension is imposed, fewer than 10 days remain in the school year, the Superintendent cannot apply any or all of the period of suspension to the following year.

The Superintendent may instead require a student to perform community service or another alternative consequence for the number of hours remaining in the student's suspension. The Board directs the Superintendent to develop a list of alternative consequences that may be used. If the student is required to perform community service or another alternative consequence during the summer, he/she will be required to begin serving the consequence during the first full weekday of summer break. If a student fails to complete the community service or assigned alternative consequence, the Superintendent may determine the next course of action but still cannot require the student to serve the remaining time of the out-of-school suspension at the beginning of the following school year.

Beginning with the 2019-2020 academic year, the District will reduce the number of out-of-school suspensions for non-serious offenses, as defined by State law, for students in grades pre-K through three in accordance with State law. Such out-of-school suspensions will be eliminated by the 2021-2022 school year.

Whenever possible, principals will consult with a mental health professional under contract with the District or school prior to suspending a student in grades pre-K through three. If needed, the principal or mental health professional will assist the student's parent in locating additional mental health services.

The District permits students to complete any classroom assignments missed due to suspension. Students will receive at least partial credit upon completion of any assignment missed due to suspension. The Board directs the Superintendent to develop written procedures for completing and grading these assignments. Grade reductions are permitted, but students will not receive a failing grade on a completed assignment solely due to the student's suspension.

The guidelines listed below are followed for all out-of-school suspensions.

1. The student is informed in writing of the potential suspension and the reasons for the proposed action.
2. The student is provided an opportunity for an informal hearing to challenge the reason for the intended suspension and explain his/her actions.

3. An attempt is made to notify the parent(s) by telephone if a suspension is issued.
4. Within one school day, a letter is sent to the parent(s) stating the specific reasons for the suspension and including notice of the right to appeal such action.
5. Notice of this suspension is sent to the:
 - A. Superintendent and
 - B. student's school record (not for inclusion in the permanent record).
6. Permanent Exclusion — If the offense is one for which the District may seek permanent exclusion, the notice contains that information.

Appeal Procedure

Should a student or a student's parent(s) choose to appeal the principal's suspension, he/she must do so within 10 calendar days of the notice of suspension. The appeal shall be in writing and made to the Superintendent. If dissatisfied with the Superintendent's decision, an appeal may be made to the Board. At the request of the student or of the student's parent(s) or attorney, the meeting may be held in executive session. All witnesses are sworn and a verbatim record is kept of the hearing. The decision of the Board shall be acted upon at a public meeting. The student may be excluded from school during the appeal process.

Appeal to the Court

Under State law, appeal of the Board's or its designee's decision may be made to the Court of Common Pleas.

[Adoption date:]

LEGAL REFS.: ORC 3313.66; 3313.661; 3313.662; 3313.668

CROSS REFS.: IGCI, Community Service
JEGA, Permanent Exclusion
JFC, Student Conduct (Zero Tolerance)
JFCEA, Gangs
JFCF, Hazing and Bullying (Harassment, Intimidation and Dating Violence)
JFCJ, Weapons in the Schools
JG, Student Discipline
JGE, Student Expulsion

NOTE: House Bill (HB) 410 (2016) prohibits districts from extending a suspension into the next school year if there are less than 10 days remaining in the current school year. The superintendent may instead require the student to complete community service or another alternative consequence determined appropriate. Districts also are prohibited from disciplining a student based solely on the basis of the student being absent from school without legitimate excuse.

HB 318 (2018) restricts out-of-school suspensions and expulsions for students in grades pre-K through three unless the behavior rises to a certain level specified in State law. It is recognized that these forms of discipline are commonly used as a behavior management tool and therefore the General Assembly established a gradual phase in.

For each of the school years 2018-2019, 2019-2020, 2020-2021 and 2021-2022 each school district must report to Ohio Department of Education (ODE) the number of out-of-school suspensions and expulsions issued to a student in grades pre-K through three categorized by the following offenses:

- Type 1 - A serious offense for which suspension or expulsion is required or authorized by law*
- Type 2 - An offense not classified as a Type 1 serious offense, but for which the school determined suspension or expulsion was necessary to protect the immediate health and safety of the student, the student's classmates, or the staff and teachers*
- Type 3 - Any other offense not described above*

Using the numbers reported for the 2018-2019 school year as a baseline each district must reduce the number of Type 3 suspensions and expulsions according to the following schedule to be in compliance with the revised law:

- 2017-2018 and 2018-2019 – 0% reduction in Type 3 suspensions and expulsions*
- 2019-2020 – 25% reduction in Type 3 suspensions and expulsions*
- 2020-2021 – 50% reduction in Type 3 suspensions and expulsions*
- 2021-2022 – 100% reduction in Type 3 suspensions and expulsions*

For the 2021-2022 school year and going forward all suspensions and expulsions for students in any of grades pre-K through three can only be for Type 1 or Type 2 offenses. Type 3 offenses must be at zero.

Reporting after the 2021-2022 school year will only be required if ODE determines that continued reporting of the information is needed to effectively carry out the requirements of HB 318.

HB 477 addresses the potential liability related to the procurement of mental health services for students. Under amended Ohio Revised Code 3313.668 a school district, school board member, or district employee is not liable for damages in a civil action for injury, death, or loss to person or property allegedly arising from a district employee's decision not to procure mental health services for a suspended or expelled student. There is an exception to this liability protection where the decision is made with malicious purpose, in bad faith, or in wanton or reckless manner. This new language does not eliminate, limit or reduce any other immunity or defense to which the district, board member, or employee may be entitled to under the law.

HB 491 requires boards to adopt a policy establishing parameters for completing and grading assignments missed due to a student's suspension. The policy must permit the completion of classroom assignments missed and students must receive at least partial credit for completed assignments. The policy may permit grade reductions and must prohibit the receipt of a failing grade solely on account of the student's suspension. Districts may further customize this policy to reflect parameters or outline in detail in student handbooks.

THIS IS A REQUIRED POLICY

STUDENT EXPULSION

At times, the behavior of a student can be considered so serious as to justify total removal from the educational program for a prolonged period of time. Actions meriting expulsion are outlined in the student code of conduct. A student cannot be expelled from school solely because of unexcused absences. Only the Superintendent may expel a student. Expulsion is the removal of a student for more than 10 days, but not more than one year. An expulsion can extend beyond the end of the school year if there are fewer school days than expulsion days remaining. The Superintendent may apply any remaining part or all of the period of the expulsion to the following school year.

The Superintendent may require a student to perform community service in conjunction with or in place of an expulsion. The Board may adopt guidelines to permit the Superintendent to impose a community service requirement beyond the end of the school year in lieu of applying the expulsion into the following school year.

Whenever possible, principals will consult with a mental health professional under contract with the District or school prior to expelling a student in grades pre-K through three. If needed, the principal or mental health professional will assist the student's parent in locating additional mental health services.

Beginning with the 2019-2020 academic year, the District will reduce the number of expulsions for non-serious offenses, as defined by State law, for students in grades pre-K through three in accordance with State law. Such expulsions will be eliminated by the 2021-2022 school year.

The Superintendent shall give the student and parent(s) written notice of the intended expulsion, including reasons for the intended expulsion. The student and parent(s) or representative have the opportunity to appear on request before the Superintendent/designee to challenge the action or to otherwise explain the student's actions. This notice shall state the time and place to appear, which must not be fewer than three days nor more than five days after the notice is given.

Within 24 hours of the expulsion, the Superintendent shall notify the parent(s) of the student and the Treasurer.

The notice shall include the reasons for the expulsion, the right of the student or parent(s) to appeal to the Board or its designee, the right to be represented at the appeal and the right to request that the hearing be held in executive session.

The Superintendent will initiate expulsion proceedings against a student who has committed an act that warrants expulsion even if the student withdraws from school before the Superintendent has held the hearings or made the decision to expel the student.

Permanent Exclusion

If the offense is one for which the District may seek permanent exclusion, the notice shall contain that information.

Appeal to the Board

A student or a student's parent(s) may appeal the expulsion by the Superintendent to the Board or its designee. The expulsion appeal must be within 14 calendar days after the notice of intent to expel was provided to the student, parent, guardian or custodian. The appeal request shall be in writing to the Treasurer and at the request of the student or of the student's parent(s) or attorney, the meeting may be held in executive session. The student may be represented in all such appeal proceedings and is granted a hearing before the Board or its designee. All witnesses are sworn and a verbatim record is kept of the hearing. The decision of the Board shall be acted upon at a public meeting. The student may be excluded from school during the appeal process.

Appeal to the Court

Under State law, the decision of the Board may be further appealed to the Court of Common Pleas.

Any student who is expelled from school for more than 20 days or into the following semester or school year is referred to an agency that works towards improving the student's attitudes and behavior. The Superintendent provides the student and his/her parent(s) with the names, addresses and telephone numbers of the public and private agencies providing such services.

[Adoption date:]

LEGAL REFS.: ORC Chapter 2506
3313.66; 3313.661; 3313.662; 3313.668

CROSS REFS.: ECAB, Vandalism
IGCI, Community Service
JEGA, Permanent Exclusion
JFC, Student Conduct (Zero Tolerance)
JFCF, Hazing and Bullying (Harassment, Intimidation and Dating Violence)
JFCJ, Weapons in the Schools
JG, Student Discipline
JGD, Student Suspension
JGDA, Emergency Removal of Student

NOTE: House Bill (HB) 410 (2016) prohibits districts from disciplining a student based solely on the basis of the student being absent from school without legitimate excuse.

HB 318 (2018) restricts out-of-school suspensions and expulsions for students in grades pre-K through three unless the behavior rises to a certain level specified in State law. It is recognized that these forms of discipline are commonly used as a behavior management tool and therefore the General Assembly established a gradual phase in.

For each of the school years 2018-2019, 2019-2020, 2020-2021 and 2021-2022 each school district must report to Ohio Department of Education (ODE) the number of out-of-school suspensions and expulsions issued to a student in grades pre-K through three categorized by the following offenses:

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THIS IS A REQUIRED POLICY

TOBACCO USE BY STUDENTS

The Board has a duty to protect and promote the health and well-being of all students and staff. The Board is acutely aware of the serious health risks associated with the use of tobacco products, both to users and nonusers, and that most tobacco use begins by the age of 18. Therefore, the Board adopts this 100% tobacco-free District policy to endorse a healthy lifestyle and prevent tobacco use.

~~For the purpose of this policy,~~ **“Tobacco” is defined as any product made or derived from tobacco or containing any form of nicotine, if it is intended for human consumption or is likely to be consumed, whether smoked, heated, chewed, absorbed, dissolved, inhaled or ingested by any other means including but not limited to:** ~~to include~~ any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette, alternative nicotine products, electronic ~~cigarettes~~ **smoking devices, vapor products,** and any other smoking product, and spit tobacco, also known as smokeless, dip, chew and snuff, in any form.

Tobacco Use Prohibited

No student is permitted to smoke, inhale, **vape**, dip or chew tobacco at any time, including non-school hours:

1. in any building, facility or vehicle owned, leased, rented or chartered by the District or
2. on school grounds, athletic facilities or parking lots.

No student is permitted to smoke, inhale, **vape**, dip or chew tobacco at any time, including non-school hours, at any school-sponsored event off campus.

Additionally, no student is permitted to possess cigarettes, **lighters or other tobacco products including: filters, rolling papers, pipes, blunt or hemp wraps and liquids used in electronic smoking devices,** ~~papers used to roll cigarettes, lighters or other paraphernalia~~ at any time.

Providing Notice

“No Tobacco” signs will be posted throughout the District at entrances and other appropriate locations in all academic buildings, administrative spaces and athletic fields. Students are provided notice of this policy through student handbooks. District vehicles will display the international “No Smoking” insignia. Announcements will be made during home athletic events both before the event and during intermission, as well as at all school functions where deemed appropriate. School programs will include a written reminder of the no tobacco use on District property policy.

Students and parents are given copies of the standards of conduct and statement of disciplinary sanctions, and notified that compliance with the standards of conduct is mandatory.

Enforcement

Disciplinary measures taken against students for violations of this policy comply with the requirements of Federal and State law and related District policies and regulations. Specific measures are outlined in the student code of conduct.

Educational Reinforcement

Tobacco use prevention education is closely coordinated with the other components of the school health program. Staff responsible for teaching tobacco use prevention education have adequate pre-service training and participate in ongoing professional development activities to effectively deliver the education program. Preparation and professional development activities provide basic knowledge about the effects of tobacco use and effects of peer pressure on tobacco use combined with skill practice in effective instructional techniques and strategies and program-specific activities.

[Adoption date:]

LEGAL REFS.: The Elementary and Secondary Education Act; 20 USC 1221 et seq.
Goals 2000: Educate America Act; 20 USC 6081 through 6084
ORC 3313.66; 3313.661; 3313.751
3794.01; 3794.02; 3794.04; 3794.06
OAC 3301-35-02; 3301-35-04

CROSS REFS.: JFA, Student Due Process Rights
JFC, Student Conduct (Zero Tolerance)
JGD, Student Suspension
JGE, Student Expulsion
Student Handbooks

NOTE: This policy and information is based on model policies for district considering 100% tobacco-free campuses. It is provided for educational purposes only and is not to be construed as a legal opinion or as a substitute for obtaining legal advice from an attorney. Readers with questions about the application of the law to specific facts are encouraged to consult legal counsel familiar with the laws of their jurisdictions.

File: JFCG

Districts are required to have smoke-free policies. This goes beyond and may be helpful to those districts choosing to go tobacco-free.

*House Bill (HB) 144 (2014) added alternative nicotine products and electronic cigarettes to the juvenile tobacco laws. **HB 166 expanded juvenile tobacco laws to include anyone under age 21 and also updated the definitions of these products to specifically refer to vaping devices and more comprehensively include various nicotine containing devices.***

Disciplinary sanctions for tobacco use should be placed in the Student Code of Conduct.

THIS IS A REQUIRED POLICY

NO TOBACCO USE ON DISTRICT PROPERTY

The Board has a duty to protect and promote the health and well-being of all students and staff. The Board is acutely aware of the serious health risks associated with the use of tobacco products, both to users and nonusers, and that most tobacco use begins by the age of 18. The Board recognizes that staff and school visitors serve as role models to students and, therefore, adopts this 100% tobacco-free District policy to endorse a healthy lifestyle and prevent tobacco use.

For the purpose of this policy, “tobacco **product**” is defined to include any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette and any other smoking product, and spit tobacco, also known as smokeless, dip, chew and snuff, in any form.

For the purpose of this policy, **electronic smoking devices and vapor products also** ~~electronic cigarettes~~ are considered a “tobacco **product**.”

Tobacco Use Prohibited

No volunteer or school visitor is permitted to smoke, inhale, **vape**, dip or chew tobacco **products** at any time, including non-school hours:

1. in any building, facility or vehicle owned, leased, rented or chartered by the District or
2. on school grounds, athletic facilities or parking lots.

Tobacco Advertisements and Promotions

Tobacco advertising is prohibited on school grounds, in all school-sponsored publications and at all school-sponsored events. Tobacco promotional items that promote the use of tobacco products, including clothing, bags, lighters and other personal articles, are not permitted on school grounds, in school vehicles or at school-sponsored events.

Providing Notice

“No Tobacco” signs will be posted throughout the District at entrances and other appropriate locations in all academic buildings, administrative spaces and athletic fields. District vehicles will display the international “No Smoking” insignia. Announcements will be made during home athletic events both before the event and during intermission, as well as at all school functions where deemed appropriate. School programs will include a written reminder of the no tobacco use on District property policy.

File: KGC

*Electronic ~~eigarettes (e-cigarettes)~~ **smoking devices and vaping** have increased in popularity. **While such devices are included as tobacco under Ohio's juvenile tobacco laws (under 21 years of age)** ~~These devices are not otherwise classified as tobacco and State and Federal law do not regulate their use. are not subject to the same restrictions as other forms of tobacco or cigarettes.~~ Districts ~~who~~ **that** want to add **electronic smoking devices and vaping e-cigarettes** to the definition of tobacco in this policy should review the provided permissive language. Districts may need to update postings to reflect the restrictions on the use of **these devices e-cigarettes**.*

THIS IS A REQUIRED POLICY

SCHOOL PROPERTIES DISPOSAL

The Board believes that the efficient administration of the District requires disposition of property and goods no longer necessary for the maintenance of the educational program or operation of the District.

The Board recognizes that most unused property of the District has value and that it may be practical to retain such property for a period of time. Once property is no longer needed for school purposes currently or in the future, it should be slated for disposal at the Superintendent's discretion. State law governs the retention and method of disposal of the Board's property. Property and goods purchased with federal funds also are subject to the disposal requirements outlined in the Uniform Guidance issued by the U.S. Office of Management and Budget. Therefore, the Board follows the procedures required by the various statutes governing the disposal of real or personal property.

The Board follows the procedures set forth in State and Federal law for the disposal of real or personal property at the minimum dollar value set forth in the statute on the date the Board decides to dispose of the property. The Board is required to offer its real property for sale to all community schools, college-preparatory boarding schools, STEM and STEAM schools for the period of time set forth in law. High-performing community schools as defined by State law, are given first priority. If a high-performing community school is not interested in buying the property, the Board then proceeds with offers to purchase from other start-up community schools operating in the District, college-preparatory boarding schools, STEM and STEAM schools located within the territory of the District. If no community school, college-preparatory boarding school, STEM or STEAM school is interested in buying the property, the Board may sell its real or personal property at a public auction, following specific statutory requirements if the property exceeds \$10,000 in value. If this statutory threshold is changed by the legislature, the Board and administration's responsibility changes automatically to reflect the new minimum statutory dollar value.

The Board directs the periodic review of all District property and authorizes the disposition by sale, donation, trade or discard of any property not required for school purposes.

The District complies with State law regarding the sale or lease of unused school facilities to high-performing community schools, community schools, college-preparatory boarding schools, STEM and STEAM schools.

Disposal of Property Valued at Less Than the Dollar Value Set Forth in State Law

For the disposal of property that is not governed by Federal law, the Ohio Revised Code or administrative regulations, the administration is required to follow these procedures:

1. The Superintendent determines that the value of the property is less than the value set forth in State and Federal law when applicable. The property is valued pursuant to a reasonable method as determined by the Superintendent.

2. The Board is notified when real or personal property is no longer needed for school purposes and directs that the property be sold.
3. The Superintendent sells the property to a start-up community school or by bids, general sale, negotiated sale or by trade as determined by the Superintendent or the Board on an individual basis.

[Adoption date:]

LEGAL REFS.: ORC 131.09
3313.17; 3313.37; 3313.40; 3313.41; 3313.411; 3313.413
3314.051
5705.10
2 C.F.R. Part 200

CROSS REFS.: DECA, Administration of Federal Grant Funds
FL, Retirement of Facilities

NOTE: Any appraisals required by State law must be not more than one year old. Intent to purchase or lease the property must be provided to the treasurer, and only qualified parties who have provided intent to purchase or lease to the treasurer may participate in any resulting auctions or lotteries.

If the district decides to dispose of real property that exceeds \$10,000 in value, the district must offer to sell it to all community schools, college-preparatory boarding schools, STEM and STEAM schools in the district's territory for one period of 60 days. No later than 60 days after the district board makes the offer, interested governing authorities, boards of trustees or governing bodies must notify the district treasurer of the intent to purchase. High-performing community schools as defined by State law are given first priority. If more than one governing authority of a high-performing community school notifies the district treasurer of its intention to purchase the property, the board must conduct a public auction. Only the schools that notified the district treasurer are eligible to bid at the auction. If a high-performing community school is not interested in buying the property within 60 days of the offer, the Board is then required to proceed with offers from all other start-up community schools, college-preparatory boarding schools, STEM or STEAM schools within the district's territory. The sale must be for fair market value, as determined by a property appraisal not more than one year old. If more than one community school, college-preparatory boarding school, STEM or

STEAM school notifies the district treasurer of its intention to purchase within 60 days, the district will conduct a public auction. Only entities that notified the district treasurer of their intent to purchase are eligible to bid at the auction. If no community schools, college-preparatory boarding schools, STEM or STEAM schools notify the district treasurer of their intention to purchase the property within 60 days, the district may dispose of the real property in compliance with State law.

HB 64 (15) prohibits community schools and college-preparatory boarding schools that have purchased property from districts from, within five years, selling any property purchased under the requirement that districts first offer unused school facilities to them. The provision goes on to add the exception that such property may be sold within five years, only if it is sold or transferred to another community school or college-preparatory boarding school located within the territory of the district that initially made the sale.

*There are specific requirements regarding “unused school facilities.” Unused school facilities are facilities that have been used by the district for school operations since July 1, 1998, but have not been used in that capacity for ~~two years~~ **one year**. Districts also must offer these facilities to all community schools, college-preparatory boarding schools, STEM and STEAM schools within the district for sale or lease for one period of 60 days. First priority is to be given to the governing authorities of high-performing community schools that are located within the territory of the district.*

If, within 60 days, a high-performing community school notifies the district treasurer in writing of the intention to purchase the district must sell the real property to that community school for fair market value. If, within 60 days, more than one high-performing community school states its intention to purchase by notifying the treasurer, the district must hold a public auction for the real property, but it is important to note that the district is not required to accept a bid for less than the appraised fair market value of the property, as determined by a property appraisal that is not more than one year old. Only qualified parties who notified the treasurer of their intent to purchase the property are eligible to bid at auction. If no high-performing community schools are interested in the property, the district must then proceed with offers from other start-up community schools, college-preparatory boarding schools, STEM and STEAM schools within the district’s territory.

If, within 60 days, a high-performing community school notifies the district treasurer of its intention to lease unused facilities, the district must lease to that community school for the fair market value of a lease on the real property. Fair market value is determined by a property appraisal that is not more than one year old. If, within 60 days more than one high-performing community school within the

district sends a written intention to lease the property to the treasurer, the district must conduct a lottery to determine to which community school the district will award the lease. Only qualified parties who have notified the treasurer of their intent to lease the property will be eligible for participation in the lottery. If no high-performing community schools are interested in the property, the district treasurer must then proceed with offers from other start-up community schools, college-preparatory boarding schools, STEM and STEAM schools within the district's territory. It is important to note that districts that have outstanding leases with entities other than community schools or college-preparatory boarding schools may renew those leases. Nothing in the statute affects current lease agreements between the district and other entities.

If, within 60 days, no community school, college-preparatory boarding school, STEM or STEAM school accepts the offer to lease or buy the property, the district may offer it to any other entity, in accordance with State law.

ELIGIBILITY ZONES FOR PUPIL TRANSPORTATION

The Board provides transportation for resident elementary students in grades kindergarten through eight, who live more than two miles from school, and for all students with physical or mental disabilities that make walking impossible or unsafe.

The administration designates and the Board approves areas of residence from which students are provided transportation to schools. The Board may create exceptions to the established eligibility zones.

Resident students attending a joint vocational school are provided with transportation to the program from the high school they are assigned to.

The Board authorizes the staff responsible for administering the student transportation program to require student identification as a prerequisite to riding a school bus when this is deemed necessary.

[Adoption date:]

LEGAL REFS.: ORC 3327.01; 3327.011; **3327.015**
OAC 3301-51-10

CROSS REF.: EEA, Student Transportation Services

NOTE: In all city, local and exempted village districts, the board provides transportation for resident elementary students, kindergarten through grade eight, who live more than two miles from the school of attendance and for all students with physical or mental disabilities that make walking impossible or unsafe. The transporting of high school students is optional. Students attending a joint vocational school district (JVSD) must be provided with transportation from the high school to the JVSD. Buses used to transport students may be operated by the district, other districts or in some cases private contractors that meet the requirements for the state for pupil transportation. The approved alternative methods for transporting students are outlined in Ohio Administrative Code 3301-83-19.

File: EEAA

House Bill 166 enacted new Ohio Revised Code 3327.015, which states that if a district provides transportation beyond the requirements of State law, it cannot reduce that level of transportation after the first day of the school year. Districts should make certain that all transportation policies are accurate and reflect local practice.

The board must provide transportation to nonpublic, community and STEM school students on the same basis as it is provided to resident students attending district schools. The board is not required to transport nonpublic or community school students whose travel is more than 30 minutes to school from their district school of assignment. These students are not eligible for any services, including payment in lieu of transportation in accordance with State law.

INTERSCHOLASTIC ATHLETICS

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

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

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

The Board may require that students pay reasonable fees to participate in interscholastic athletics.

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

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

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

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

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

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

Students in grades 9-12 are eligible for athletics for the first 50% of the maximum allowable regular season contests in the sports the student participated in during the 12 months immediately preceding the transfer, and are ineligible for the remainder of the regular season contests and ineligible to participate in OHSAA tournaments in these sports until the one-year anniversary date of enrollment in the school to which the student transferred. If the transfer takes place during the sport season in which a student has participated in a regular season interscholastic contest, the student is ineligible for the remainder of that sport's season and the student must finish fulfilling his/her transfer consequence, for only that sport in which the mid-season transfer occurred, at the commencement of the sport season during the next school year and is ineligible for all preseason and regular season contests until the total number of regular season contests missed (including those missed during the previous season) equals 50% of the maximum allowable regular season contests in that sport. Exceptions to the eligibility provisions are outlined in the OHSAA Bylaws.

Resident students enrolled in community schools are permitted to participate in the District's interscholastic athletics program at the school to which the student would be assigned. Students must be of the appropriate age and grade level as determined by the Superintendent, and must fulfill the same academic, nonacademic and financial requirements as any other participant.

Resident students attending STEM and STEAM schools are permitted to participate in the District's interscholastic athletics program at the school to which the student would be assigned. Students must be of the appropriate age and grade level as determined by the Superintendent, and must fulfill the same academic, nonacademic and financial requirements as any other participant.

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

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

Foreign exchange students enrolled in a recognized visitor exchange program may be eligible to participate in interscholastic athletics in accordance with OHSAA Bylaws.

)

A student receiving home instruction in accordance with State law who is not entitled to attend school in the District may be authorized by the Superintendent to participate in interscholastic athletic programs offered by a school of the District. The activity must be one the district the student is entitled to attend does not offer.

A student attending a nonpublic school located in the District who is not entitled to attend school in the District may be authorized by the Superintendent to participate in an extracurricular activity offered by a school of the District that is interscholastic athletics or interscholastic contests or competitions in music, drama or forensics when:

1. the activity is one the school the student is enrolled does not offer;
2. the student is not participating in the activity in the student's district of residence;
3. the superintendent of the student's district of residence certifies the student has not participated in any extracurricular activity that is interscholastic athletics or interscholastic contests or competitions in music, drama or forensics in the district for that school year and
4. the Superintendent and the superintendent of the student's district of residence mutually agree in writing to allow the student to participate in the activity.

[Adoption date:]

LEGAL REFS.: ORC 2305.23; 2305.231
3313.537; 3313.5310; 3313.5311; 3313.5312; 3313.5314; 3313.539;
3313.66; 3313.661; 3313.664
3315.062
3319.303
3321.04
3707.52
OAC Chapter 3301-27

CROSS REFS.: IGCH, College Credit Plus (Also LEC)
IGD, Cocurricular and Extracurricular Activities
IGDK, Interscholastic Extracurricular Eligibility
IKF, Graduation Requirements
JECBA, Admission of Exchange Students
JECBC, Admission of Students from Non-Chartered or Home Schooling
JGD, Student Suspension
JGE, Student Expulsion
JN, Student Fees, Fines and Charges
Student Handbooks

NOTE: Districts are required to allow resident students enrolled in community schools (House Bill (HB) 487 (2014)), STEM and STEAM schools to participate in the district's extracurricular activities.

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

Senate Bill (SB) 3 (2016) added Ohio Revised Code (RC) 3313.5314 stating that students attending the district or homeschool, nonpublic school, community school, STEM and STEAM school students otherwise eligible to participate in extracurricular activities in the district cannot be denied the opportunity to participate in extracurricular activities in the district solely because of their participation in CCP. Students still must meet the district eligibility requirements.

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

SB 3 (2016) also allows the superintendent to allow a nonresident student attending a nonpublic school located in the district the ability to participate in an activity that is interscholastic athletics or interscholastic competitions in music, drama or forensics provided certain criteria are met.

HB 49 (2017) revised language in RC 3313.5310 requiring a student wishing to participate in athletics to submit a form signed by the student and parent stating that both have received and reviewed a copy of the sudden cardiac arrest guidelines. The change requires the form to be submitted once annually, rather than each school year for every athletic activity in which the student participates.

Concussion Management

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

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

Specifically, OHSAA has adopted the following sports regulation:

“Any athlete who exhibits signs, symptoms or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion or balance problems) shall be immediately removed from the contest and shall not return to play until cleared with written authorization by an appropriate health care professional.” HB 487 (2014) amended the requirements for who can clear a student to return to practice or play, after the student was removed for exhibiting signs or symptoms of a concussion. The requirements are outlined in RC 3313.539.

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

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

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

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

THIS IS A REQUIRED POLICY

BIDDING REQUIREMENTS

Contracts for construction or demolition of buildings or for any improvements or repairs that exceed \$50,000 are let only after bids are solicited and received in compliance with law. However, if the Board enters into a shared savings contract for energy conservation measures, competitive bidding is not required. The Board may also enter into an installment payment contract for the purchase and installation of energy conservation measures and competitive bidding does not need to be utilized if two-thirds of the entire Board adopts a resolution stating that competitive bidding does not apply to the project.

If feasible, all purchases over \$10,000 and not otherwise subject to required federal or state bidding requirements will be based on price quotations submitted by at least three vendors. These quotations are treated confidentially until the deadline for filing is past; thereafter, they are public information.

The **Director of Business Services** assembles the proper specifications and makes the necessary arrangements for public bidding and price quotations. The Treasurer receives the bids and price quotations and records them. **The Director of Business Services** makes his/her recommendations to the Board. Upon approval by the Board, he/she processes purchase orders to those bidders awarded contracts and notifies the other bidders of the results of the bidding.

Purchases made through the use of federal funds ~~are made in compliance with the requirements of State and Federal law and District policies and procedures including the applicable bidding requirements~~ **meet the general procurement standards in 2 CFR section 200.318, which include oversight of contractors' performance, maintaining written standards of conduct for employees involved in contracting, awarding contracts only to responsible contractors, and maintaining records to document history of procurements.**

The Board will use the sealed bid method if the acquisition meets the criteria in 2 CFR section 200.320(c); the competitive proposals method under the conditions specified in 2 CFR section 200.320(d); or the noncompetitive proposals method (i.e., solicit a proposal from only one source) but only when one or more of four circumstances are met, in accordance with 2 CFR section 200.320(f).

Perform a cost or price analysis in connection with every procurement action in excess of the simplified acquisition threshold, including contract modifications (2 CFR section 200.323(a)). The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used (2 CFR section 200.323(d)). Ensure that every purchase order or other contract includes applicable provisions required by 2 CFR section 200.326. These provisions are described in Appendix II to 2 CFR part 200, "Contract Provisions for Non-Federal Entity Contracts Under Federal Awards."

[Adoption date: August 19, 2013]

[Re-adoption date: July 17, 2017]

[Re-adoption date: November 19, 2018]

LEGAL REFS.: ORC [9.314](#)

[153.01](#); [153.12](#) through [153.14](#); [153.50](#) through [153.56](#)

[3313.372](#); [3313.373](#); [3313.46](#)

[3319.04](#)

2 C.F.R. Part 200

CROSS REFS.: [DJ](#), Purchasing

[DJF](#), Purchasing Procedures

ECF, Energy Conservation

[FA](#), Facilities Development Goals

[FEF](#), Construction Contracts Bidding and Awards

File: DECA

ADMINISTRATION OF FEDERAL GRANT FUNDS

The Board accepts federal funds, which are available, provided that there is a specific need for them and that the required matching funds are available. The Board intends to administer federal grant awards efficiently, effectively and in compliance with all requirements imposed by law, the awarding agency and the Ohio Department of Education (ODE) or other applicable pass-through entity.

The Board directs the Treasurer to develop, monitor, and enforce effective financial management systems and other internal controls over federal awards that provide reasonable assurances that the District is managing the awards in compliance with all requirements for federal grants and awards. Systems and controls must meet all requirements of Federal law and regulation, including the Uniform Guidance issued by the U.S. Office of Management and Budget (OMB) and any applicable state requirements, and shall be based on best practices.

All individuals responsible for the administration of a federal grant or award shall be provided sufficient training to carry out their duties in accordance with all applicable requirements for the federal grant or award.

The financial management systems and internal controls must provide for:

1. identification of all federal funds received and expended and their program source;
2. accurate, current, and complete disclosure of financial data in accordance with federal requirements;
3. records sufficient to track the receipt and use of funds;
4. effective control and accountability over assets to assure they are used only for authorized purposes and
5. comparison of expenditures against budget.

In addition, written procedures must be established for cash management and for determining the allowability of costs, as required by the Uniform Guidance.

At a minimum, the financial management systems and internal controls will address the following areas:

1. Allowability

Costs charged by the school system to a federal grant must be allowed under the individual program and be in accordance with the cost principles established in the Uniform Guidance, including how charges made to the grant for personnel are to be determined. Costs will be charged to a federal grant only when the cost is:

- A. reasonable and necessary for the program;
- B. in compliance with applicable laws, regulations, and grant terms;
- C. allocable to the grant;
- D. adequately documented and
- E. consistent with District policies and procedures that apply to both federally-funded and non-federally funded activities.

Internal controls will be sufficient to provide reasonable assurance that charges to federal awards for personnel expenses are accurate, allowable, and properly allocated and documented.

~~Controls include time and effort reporting in accordance with Uniform Guidance and the requirements of ODE or other applicable pass-through entity. Records are sufficient to verify that time spent and compensation (including salary and benefits) are allocable to the fund. The District shall comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Section 200.430 of the Code of Federal Regulations requires certification of effort to document salary expenses charged directly or indirectly against Federally-sponsored projects. This process is intended to verify that compensation for employment services, including salaries and wages, is allocable and properly expended, and that any variances from the budget are reconciled.~~

Compensation for employment services includes all remuneration, paid currently or accrued, for services of employees rendered during the period of performance under the Federal award, including but not necessarily limited to wages and salaries. Compensation for personal services may also include fringe benefits, which are addressed in 2 C.F.R. 200.431 Compensation-fringe benefits. Costs of compensation are allowable to the extent that they satisfy the specific requirements of these regulations, and that the total compensation for individual employees: A. is reasonable for the services rendered, conforms to the District's established written policy, and is consistently applied to both Federal and non-Federal activities; and B. follows an appointment made in accordance with the District's written policies and meets the requirements of Federal statute, where applicable.

2. Cash Management and Fund Control

Payment methods must be established in writing that minimize the time elapsed between the draw-down of federal funds and the disbursement of those funds. Standards for funds control and accountability must be met as required by the Uniform Guidance for advance payments and in accordance with the requirements of ODE or other applicable pass-through-entity.

3. Procurement

Prior to July 1, 2018, the District followed the requirements outlined in previous OMB guidance. Effective July 1, 2018 all purchases for property and services made using federal funds must be conducted in accordance with all applicable Federal, State and local laws and regulations, the Uniform Guidance, and the District's written policies and procedures.

The District avoids situations that unnecessarily restrict competition and avoids acquisition of unnecessary or duplicative items. Individuals or organizations that develop or draft specifications, requirements, statements of work, and/or invitations for bids, requests for proposals, or invitations to negotiate, are excluded from competing for such purchases. The District performs a cost and price analysis for every procurement over the established simplified acquisition threshold.

Contracts are awarded only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration is given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. No contract is awarded to a contractor who is suspended or debarred from eligibility for participation in federal assistance programs or activities.

The District takes all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

Purchasing records are sufficiently maintained to detail the history of all procurements and must include at least the rationale for the method of procurement, selection of contract

type, and contractor selection or rejection; the basis for the contract price; and verification that the contractor is not suspended or debarred.

4. Conflict of Interest and Mandatory Disclosures

The District complies with the requirements of State law and the Uniform Guidance for conflicts of interest and mandatory disclosures for all procurements with federal funds.

Each employee, board member, or agent of the school system who is engaged in the selection, award, or administration of a contract supported by a federal grant or award and who has a potential conflict of interest must disclose that conflict in writing to the Treasurer. The Treasurer discloses in writing any potential conflict of interest to ODE or other applicable pass-through-entity.

A conflict of interest would arise when the covered individual, any member of his/her immediate family, his/her partner, or an organization, which employs or is about to employ any of those parties has a financial or other interest in or receives a tangible personal benefit from a firm considered for a contract. A covered individual who is required to disclose a conflict will not participate in the selection, award, or administration of a contract supported by a federal grant or award.

Employees, Board members, or agents of the District will not solicit or accept any gratuities, favors, or items from a contractor or a party to a subcontractor for a federal grant or award. Violations of this rule are subject to disciplinary action.

The Treasurer discloses in writing to ODE or other applicable pass-through-entity in a timely manner all violations of Federal criminal law involving fraud, bribery, or gratuities potentially affecting any federal award. The Treasurer fully addresses any such violations promptly and notifies the Board accordingly.

5. Equipment and Supplies Purchased with Federal Funds

Equipment and supplies acquired with federal funds will be used, managed, and disposed of in accordance with applicable state and federal requirements. Property records and inventory systems shall be sufficiently maintained to account for and track equipment that has been acquired with federal funds.

6. Accountability and Certifications

All fiscal transactions must be approved by the Treasurer/designee who can attest that the expenditure is allowable and approved under the federal program. The Treasurer submits all required certifications.

7. Monitoring and Reporting Performance

The Treasurer will establish sufficient oversight of the operations of federally supported activities to assure compliance with applicable federal requirements and to ensure that program objectives established by the awarding agency are being achieved. The District submits all reports as required by federal or state authorities.

[Adoption date: November 21, 2016]

[Re-adoption date: July 17, 2017]

[Re-adoption date: November 19, 2018]

[Re-adoption date: April 15, 2019]

LEGAL REFS.: ORC [9.314](#)

[117.101](#); [117.43](#)

[3313.33](#); [3313.46](#)

[3319.04](#)

[5705.39](#); [5705.41](#); [5705.412](#)

2 C.F.R. Part 200

CROSS REFS.: [BBFA](#), Board Member Conflict of Interest

[BCC](#), Qualifications and Duties of the Treasurer

[DI](#), Fiscal Accounting and Reporting

[DID](#), Inventories (Fixed Assets)

[DJ](#), Purchasing

[DJC](#), Bidding Requirements

[DJF](#), Purchasing Procedures

[DK](#), Payment Procedures

[EF/EFB](#), Food Services Management/Free and Reduced-Price Food Services

[GBCA](#), Staff Conflict of Interest

[IGBJ](#), Title I Programs