CEO PUBLIC UPDATE REPORT
CEO JUSTIN M. JENNINGS, ED.S.

Presented September 28, 2021 - 4:30 p.m. - YCSD Regular Board Meeting
Choffin Career & Technical Center - 200 E Wood St, Youngstown, OH 44503

RESOLUTIONS OF THE CHIEF EXECUTIVE OFFICER

- Resolution No. 09-28-21-01 - August 2021 and September 2021 District personnel update

- Resolution No. 09-28-21-02 - Awarding the contract for district building kitchen modifications - Chaney Middle School & East Middle School

- Resolution No. 09-28-21-03 - District Food Service Sub rate

- Resolution No. 09-28-21-04 - Approval and authorization to dispense with statutory bidding procedures due to conditions of urgent necessity as it pertains to implementation of COVID-19 mitigation strategies

- Resolution No. 09-28-21-05 - Graduation requirements for the class of 2022 & beyond

- Resolution No. 09-28-21-06 - Approval & authorization for the Ohio Schools Council to advertise and receive bids

- Resolution No. 09-28-21-07 - Approval & authorization for the Ohio Schools Council to advertise and receive bids

- Resolution No. 09-28-21-08 - Approval & authorization for the Ohio Schools Council to advertise and receive bids

- Resolution No. 09-28-21-09 - Approval of August 2021 district policy updates
RESOLUTION OF THE CHIEF EXECUTIVE OFFICER
September 28, 2021

RESOLUTION NO. 09-28-21-01
District Personnel Report

WHEREAS, Ohio Revised Code §3302.10 provides that the Chief Executive Officer shall exercise complete operational, managerial, and instructional control of the District; and

WHEREAS, the powers and duties of the Chief Executive Officer include, but are not limited to, district staffing and modifying policies and procedures established by the District board; and

WHEREAS, the Chief Executive Officer may delegate specific powers or duties to representatives of the District such as the Chief of Staff.

NOW, THEREFORE BE IT RESOLVED that the Chief Executive Officer of the Youngstown City School District hereby approves the attached August 2021 and September 2021 personnel report, as submitted by the Chief of Staff.

This resolution was considered by the Chief Executive Officer and is adopted upon the signature of the Chief Executive Officer.

Justin M. Jennings, Chief Executive Officer

9/28/2021
# CEO Personnel List

**August 27, 2021**

**Action Items**

**New Hires**

**Certified Personnel**

<table>
<thead>
<tr>
<th>Name</th>
<th>School</th>
<th>Position/Subject</th>
<th>Certification</th>
<th>Effective Date</th>
<th>Schedule/Scale</th>
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<tr>
<td>Chivas Whipple</td>
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<td>Student Support Specialist</td>
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<td>Kelsey Kepple</td>
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<td>Preschool Supervisor</td>
<td>5yr Prof. Admin, 5 Year Prof Intervention Specialist, 5 yr prof Early Childhood P-3</td>
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<tr>
<td>Christa Pinsonnault</td>
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<td>Psychologist</td>
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<tr>
<td>Halla Henry</td>
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<td>Kabira Zerdaoui</td>
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<td>5 yr Prof. Multi Age P-12</td>
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<td>4 Yr Res. educator Adolescence to Young Adult 7-12</td>
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<td>5yr Professional P-3; 4-5 Generalist; Reading PK-12</td>
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<td>Hope Golubich</td>
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<td>Wilson</td>
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<td>4 yr RE 4-9 Math, Reading, Science</td>
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<td>Bus Aide</td>
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<td>Onboard Instructor/Bus Driver</td>
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<td>Rate &amp; Duration</td>
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<td>Kaia Anderson</td>
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<td>Benjamin Lunc</td>
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<td>Bus Aide</td>
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<td>Bus Driver</td>
<td>08/18/2021</td>
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<td>Corey Rich</td>
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<td>Zacha Medina</td>
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# Resignations/Retirements

**Certified Personnel**

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<th>TYPE</th>
<th>SITE</th>
<th>POSITION</th>
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<tbody>
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<td>John Ilanigosky</td>
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<td>P Ross Berry</td>
<td>Math Teacher</td>
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<td>Mary Mild</td>
<td>Resignation</td>
<td>RECMS</td>
<td>Guidance Counselor</td>
<td>08/01/2021</td>
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<tr>
<td>Edward Adams</td>
<td>Resignation</td>
<td>P Ross Berry</td>
<td>Coordinator/Cas Manager</td>
<td>08/03/2021</td>
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<tr>
<td>Stephanie Costello</td>
<td>Resignation</td>
<td>Kirkmere</td>
<td>Teacher</td>
<td>08/06/2021</td>
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<td>Colleen Biroschak</td>
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<td>Teacher</td>
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<td>Samantha Wagner</td>
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<td>Teacher</td>
<td>08/21/2021</td>
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*Resignations from Teaching/Instructional Staff after July 10, 2021 are subject to the Breach of Contract Report to ODE*

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# Resignations/Retirements

**Classified/Non-Certified Personnel**

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<td>Mary Jo Leneisfonte</td>
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<td>Administrative Assistant</td>
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<td>Diane Morrell</td>
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<td>Valerie Holcomb</td>
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<td>Choffin</td>
<td>Food Service</td>
<td>08/01/2021</td>
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<tr>
<td>Brian Lumphurc</td>
<td>Resignation</td>
<td>Bus Garage</td>
<td>Bus Aide</td>
<td>08/02/2021</td>
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<tr>
<td>William Grant</td>
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<td>Educational Asst.</td>
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<td>Caitlin Tollc</td>
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<td>Choffin</td>
<td>Food Service</td>
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<td>Abby Cooper</td>
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<td>Khadijah Whitfield</td>
<td>Resignation</td>
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<td>PM Dispatcher</td>
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<td>Bus Aide</td>
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<tr>
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<tr>
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**Transfer/Assignments**  
**Certified Personnel**

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<tr>
<td>Nicole Parise</td>
<td>Wilson- Preschool Teacher</td>
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<td>Janet Hartman</td>
<td>Volney- Preschool teacher</td>
<td>MLK- Teacher</td>
</tr>
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<td>Eric Fortune</td>
<td>Chaney- Teacher</td>
<td>RECMS- Teacher</td>
</tr>
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<tr>
<td>Natasha Robinson</td>
<td>Bid</td>
<td>Chaney- Secretary</td>
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<tr>
<td>Chantel Cabbell</td>
<td>Bid</td>
<td>Choffin- Health Professions Secretary</td>
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<td>Renita Dodson</td>
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<td>Iris Diaz</td>
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<td>Christian Hairston</td>
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<td>Gloria Williams</td>
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<td>Terrell Jones</td>
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<td>Mikacl Andujar</td>
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<td>Christine Finsen</td>
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<td>Regina Daniels</td>
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<td>Neida Rios</td>
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**Fall Supplemental Coaches 21-22**

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<td>Dominique Thomas</td>
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<td>Ian Dunlap</td>
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Submitted by Jeremy J. Batchelor, Chief of Staff on September 27, 2021
RESOLUTION OF THE CHIEF EXECUTIVE OFFICER
September 28, 2021

RESOLUTION NO. 09-28-21-02
Award contract for district school buildings kitchen modifications

WHEREAS, Ohio Revised Code §3302.10 provides that the Chief Executive Officer shall exercise complete operational, managerial, and instructional control of the District; and

WHEREAS, the powers and duties of the Chief Executive Officer include, but are not limited to, creating a budget for the District, modifying, revising and approving said budgets and resources available and modifying policies and procedures established by the District board; and

WHEREAS, the Youngstown City School District advertised and received bids for District - Kitchen Modifications at Chaney Middle School at McGuffey Campus and East Middle School at P.Ross Berry Campus; and

WHEREAS, the service under this contract is necessary for the normal operations of the District; and

WHEREAS, companies responded to the District’s bid request, which were received and tabulated in accordance with the Youngstown City School District Policies; and

THEREFORE, BE IT RESOLVED the Youngstown City School District Chief Executive Officer hereby awards the district kitchen modifications to The Murphy Contracting Company, 285 Andrews Avenue, Youngstown, Ohio.

This resolution was considered by the Chief Executive Officer and is adopted upon the signature of the Chief Executive Officer.

Justin M. Jennings, Chief Executive Officer

Date 9/28/2021
RESOLUTION OF THE CHIEF EXECUTIVE OFFICER  
September 28, 2021

RESOLUTION NO. 09-28-21-03  
District Food Service Sub Rate

WHEREAS, Ohio Revised Code §3302.10 provides that the Chief Executive Officer shall exercise complete operational, managerial, and instructional control of the District; and

WHEREAS, the powers and duties of the Chief Executive Officer include, but are not limited to, district staffing and creating a budget for the district, modifying, revising and approving said budgets and resources available and modifying policies and procedures established by the District board; and

WHEREAS, the Chief Executive Officer may delegate specific powers or duties to representatives of the District such as the Chief of Staff & Chief of Food Service; and

WHEREAS, the Youngstown City School District food service department is self funded. In efforts to effectively recruit and maintain substitute workers for the food service department, it is requested that as of September 28, 2021 the food service substitute hourly rate be increased to $10.00 per hour. Substitute workers may work 1-2 days per week, for a total of four (4) hours.

NOW, THEREFORE, BE IT RESOLVED that the Chief Executive Officer of the Youngstown City School District approves and authorizes the food service sub rate to be increased to $10.00 per hour, as requested by the Chief of Staff & Chief of Food Service.

This resolution was considered by the Chief Executive Officer and is adopted upon the signature of the Chief Executive Officer.

Justin M. Jennings, Chief Executive Officer

Date 9/28/2021
RESOLUTION OF THE CHIEF EXECUTIVE OFFICER
September 28, 2021

RESOLUTION NO. 09-28-21-04

TO DISPENSE WITH STATUTORY BIDDING PROCEDURES DUE TO CONDITIONS OF URGENT NECESSITY AS IT PERTAINS TO IMPLEMENTATION OF COVID-19 MITIGATION STRATEGIES

WHEREAS, The Superintendent of Public instruction, pursuant to Ohio Revised Code Section 3302.10, established an Academic Distress Commission for the Youngstown City School District ("District"), which Academic Distress Commission appointed a Chief Executive Officer ("CEO") to lead the District during the implementation of an Academic Recovery Plan; and

WHEREAS, the CEO has the responsibility and authority to act for the local board of education and superintendent of the District during the period of Academic Distress; and

WHEREAS, during this period of Academic Distress, where language in Ohio Revised Code Chapter 33 or any other provision of Ohio law refers to the "board of education" or "board" or "superintendent," the CEO shall have the authority to act, which authority shall remain with the CEO as long as the District remains under Academic Distress; and

WHEREAS, the District adopted its Safe Return to In-Person Instruction and Continuity of Services Plan for the 2021-2022 school year ("Plan") in accordance with the American Rescue Plan ("ARP"), and submitted such Plan for approval to the U.S. Department of Education on or before June 24, 2021; and

WHEREAS, the District received approval from the U.S. Department of Education on March 13, 2020; and

WHEREAS, the District’s Plan incorporates the mitigation strategies included in guidance issued by the Center of Disease Control ("CDC") regarding Operational Strategy for K-12 Schools through Phased Prevention, which includes the improvement of air ventilation within school facilities as an essential element of safe K-12 school operations for in-person learning; and

WHEREAS, the District has a compelling and urgent interest in improving classroom and overall building ventilation to reduce the spread of disease and lower the risk of exposure to COVID-19 for students, staff, visitors and volunteers, as well as the community by reducing the concentration of virus particles in the air in accordance with the District’s Plan and the above-referenced CDC guidance ("Project"); and
 Whereas, compliance with the procedures for the advertisement of bids prescribed by Section 3313.46 of the Ohio Revised Code would delay the completion of improving District facilities through improved air ventilation for an excessive period of time, and well beyond the start of the school year, which interferes and significantly impedes the District’s ability to implement necessary and recommended COVID-19 mitigation strategies in the best interest of the health and safety of its students, staff, visitors and volunteers, as well as the community.

NOW, THEREFORE, BE IT RESOLVED, pursuant to Sections 3302.10 and 3313.46 of the Ohio Revised Code, it is found and determined that there is an urgent necessity and need for the hiring and retention of a company to perform the aforementioned work at District facilities to improve air ventilation as a COVID-19 mitigation strategy to maintain clean and healthy classrooms and facilities to ensure the safety of all individuals inside school facilities, and to keep buildings open with students attending school in-person, to the extent possible, for the duration of the 2021-2022 school year.

BE IT FURTHER RESOLVED, that it is found and determined that compliance with the bidding procedure contained in Section 3313.46 of the Ohio Revised Code would delay the completion of the Project for an excessive period of time, and well beyond the start of the school year, which jeopardizes the health and safety of students, staff, visitors and volunteers, as well as the community if the work is not commenced immediately.

BE IT FURTHER RESOLVED, in light of the foregoing, pursuant to Sections 3302.10 and 3313.46 of the Revised Code, the CEO hereby expressly finds and declares that a case of urgent necessity exists for the prompt improvement to air ventilation within District classrooms and buildings in order to prevent the spread of COVID-19 and ensure the safety of staff, students, visitors, volunteers and the public utilizing or otherwise visiting District facilities and consequently, pursuant to the authority granted to the CEO by Section 3302.10 of the Revised Code, the CEO waives competitive bidding requirements and authorizes and directs Treasurer and/or CEO designee to immediately seek competitive quotes and proceed with the urgently needed work as soon as possible for the aforementioned reasons.

BE IT FURTHER RESOLVED, this Resolution shall be in full force and effect from and immediately after its adoption and shall supersede any prior resolution or act of the CEO which may be inconsistent with or duplicative of the provisions of this resolution.

On September 28, 2021 this resolution was considered by the Chief Executive Officer.

This resolution is adopted upon the signature of the Chief Executive Officer on the date set forth below:

[Signature]
Justin Jennings, Chief Executive Officer

Date 9/23/2021
RESOLUTION OF THE CHIEF EXECUTIVE OFFICER

September 28, 2021

RESOLUTION NO. 09-28-21-05

GRADUATION REQUIREMENTS FOR THE CLASS OF 2022 & BEYOND

WHEREAS, in response to the ongoing challenges presented by COVID-19, it is anticipated that the pandemic will continue to impact school operations during the 2021-2022 school year; and

WHEREAS, the Youngstown City School District Board of Education ("Board of Education") desires to provide flexibility to students who may be eligible to graduate during the 2021-22 school year to the extent permitted by law.

NOW THEREFORE, be it resolved by the Youngstown City School District Board of Education as follows:

SECTION I

The Board of Education hereby modifies the high school curriculum requirements for the 2021-22 school year to require that students obtain the state minimum of 20 units of academic credits. A summary of the minimum requirements for graduation applicable to the graduating class of the 2021-22 school year are set forth in the attached Exhibit A. The Superintendent will evaluate a student's eligibility to receive a district-issued diploma based on these modified curriculum requirements.

SECTION II

The Board of Education will permit a student who was enrolled in eleventh or twelfth grade during the 2020-21 school year, and who either took or retook an end-of-course examination or who was unable to take or retake an end-of-course examination for any reason during that year to use the student's final course grade in lieu of a corresponding end-of-course examination to satisfy conditions of a high school diploma. The final course grade shall be equivalent to a level of skill and competency as follows:

- Any A letter grade shall be equivalent to an advanced level of skill and considered to meet the state competency requirement with a point value of "5."
- Any B letter grade shall be equivalent to an accelerated level of skill and considered to meet the state competency requirement with a point value of "4."
- Any C letter grade shall be equivalent to a proficient level of skill and considered to meet the state competency requirement with a point value of "3."
- Any D letter grade shall be equivalent to a basic level of skill and does not meet the state competency requirement with a point value of "2."
Any F letter grade shall be equivalent to a limited level of skill and does not meet the state competency requirement with a point value of “1.”

Any C letter grade or higher shall be equivalent to a competency score.

In the case of a course for which a pass or fail designation is issued rather than a letter grade for a final course grade, a “fail” designation shall be equivalent to an F letter grade/limited level of skill which does not meet the state competency requirement. A pass designation shall be equivalent to a “C” letter grade/proficient level of skill.

SECTION III
For the class of 2022, the Board of Education will issue a diploma to any student who fulfills one of the following options:

- Earn at least 18 points on seven end-of-course exams;
- Earn at least 12 points by receiving State Board of Education-approved, industry-recognized credential(s) in a single career field and earn the required score on the WorkKeys test;
- Earn remediation-free scores in mathematics and English language arts on either the ACT or SAT;
- Complete the new requirements applicable beginning with the class of 2023 by demonstrating competency and readiness for a job, college, military, or self-sustaining profession.

SECTION IV
It is found and determined that all formal action of this Board concerning or related to the adoption of this Resolution was adopted in an open meeting of this Board, and all deliberations of this Board and any of its committees that resulted in such formal actions were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

On September 28, 2021 this resolution was considered by the Chief Executive Officer.

This resolution is adopted upon the signature of the Chief Executive Officer on the date set forth below:

Justin Jennings, Chief Executive Officer 9/28/2021

Date

CERTIFICATE
The undersigned hereby certifies that the foregoing is a true and correct copy of a Resolution adopted at a meeting held on the 28th day of September, 2021, together with a true and correct extract from the minutes of said meeting to the extent pertinent to consideration and adoption of said Resolution.

Treasurer
RESOLUTION OF THE CHIEF EXECUTIVE OFFICER
September 28, 2021

RESOLUTION NO. 09-28-21-06 (Revision)
Ohio Schools Council Cooperative advertising and receiving bids for school bus chassis and bodies

WHEREAS, Ohio Revised Code §3302-10 provides that the Chief Executive Officer shall exercise complete operational, managerial, and instructional control of the District; and

WHEREAS, the powers and duties of the Chief Executive Officer include, but are not limited to, creating a budget for the District, modifying, revising and approving said budgets and resources available and modifying policies and procedures established by the District board; and

WHEREAS, the Youngstown City School District Chief Executive Officer wishes to advertise and receive bids for the purchase of three (3) - sixty-six (66) passenger school bus chassis and bodies; and

THEREFORE, BE IT RESOLVED the Youngstown City School District School Board of Education wishes to participate and authorizes the Ohio Schools Council to advertise and receive bids on behalf of said Board as per the specifications submitted for the cooperative purchase of three (3) - sixty-six (66) passenger school bus chassis and bodies.

This resolution was considered by the Chief Executive Officer and is adopted upon the signature of the Chief Executive Officer.

Justin M. Jennings, Chief Executive Officer

[Signature]

Date: 9/20/2021
RESOLUTION OF THE CHIEF EXECUTIVE OFFICER
September 28, 2021

RESOLUTION NO. 09-28-21-07 ((Revision))
Ohio Schools Council Cooperative advertising and receiving bids for school bus chassis and bodies

WHEREAS, Ohio Revised Code §3302.10 provides that the Chief Executive Officer shall exercise complete operational, managerial, and instructional control of the District; and

WHEREAS, the powers and duties of the Chief Executive Officer include, but are not limited to, creating a budget for the District, modifying, revising and approving said budgets and resources available, and modifying policies and procedures established by the District board; and

WHEREAS, the Youngstown City School District Chief Executive Officer wishes to advertise and receive bids for the purchase of fifteen (15) - seventy-two (72) passenger school bus chassis and bodies; and

THEREFORE, BE IT RESOLVED the Youngstown City School District School Board of Education wishes to participate and authorizes the Ohio Schools Council to advertise and receive bids on behalf of said Board as per the specifications submitted for the cooperative purchase of fifteen (15) - seventy-two (72) passenger school bus chassis and bodies.

This resolution was considered by the Chief Executive Officer and is adopted upon the signature of the Chief Executive Officer.

Justin M. Jennings, Chief Executive Officer

9/20/2021
RESOLUTION NO. 09-28-21-08
Ohio Schools Council Cooperative advertising and receiving bids for school bus chassis and bodies

WHEREAS, Ohio Revised Code §3302.10 provides that the Chief Executive Officer shall exercise complete operational, managerial, and instructional control of the District; and

WHEREAS, the powers and duties of the Chief Executive Officer include, but are not limited to, creating a budget for the District, modifying, revising and approving said budgets and resources available and modifying policies and procedures established by the District board; and

WHEREAS, the Youngstown City School District Chief Executive Officer wishes to advertise and receive bids for the purchase of two (2) - fifty-four (54) passenger school bus chassis and bodies with wheelchair lift; and

THEREFORE, BE IT RESOLVED the Youngstown City School District School Board of Education wishes to participate and authorizes the Ohio Schools Council to advertise and receive bids on behalf of said Board as per the specifications submitted for the cooperative purchase of two (2) - fifty-four (54) passenger school bus chassis and bodies with wheelchair lift.

This resolution was considered by the Chief Executive Officer and is adopted upon the signature of the Chief Executive Officer.

[Signature]
Justin M. Jennings, Chief Executive Officer

[Date]
9/20/2021
RESOLUTION OF THE CHIEF EXECUTIVE OFFICER
September 28, 2021

RESOLUTION NO. 09-28-21-09
NEOLA/District Policy Updates

WHEREAS, Ohio Revised Code §3302.10 provides that the Chief Executive Officer shall exercise complete operational, managerial, and instructional control of the District; and

WHEREAS, the powers and duties of the Chief Executive Officer include, modifying policies and procedures established by the District board; and

WHEREAS, NEOLA formerly known as North East Ohio Learning Associates, provides guidance and support to school districts with policy requirements and laws.

NOW, THEREFORE BE IT RESOLVED that the Chief Executive Officer of the Youngstown City School District hereby approves the following district policy updates set forth by NEOLA:

- Policy 1530 - Evaluation of Administrators
- Policy 1617 - Weapons
- Policy 2370.01 - Blended Learning
- Policy 3217 - Weapons
- Policy 4217 - Weapons
- Policy 5111 - Eligibility of Resident/Nonresident Students
- Policy 5111.02 - Educational Opportunity for Military Children
- Policy 5200 - Attendance
- Policy 5350 - Student Mental Health & Suicide Prevention
- Policy 5464 - Early High School Graduation
- Policy 5516 - Student Hazing
- Policy 6114 - Cost principles - spending federal funds
- Policy 8330 - Student Records
- Policy 8462 - Student Abuse & Neglect
- Policy 8651 - Nonroutine use of school buses
- Policy 8740 - Bonding
- Policy 2413 - Policy was reviewed with no changes 7/13/2021
- Policy 6144 - Technical Change - punctuation only
- Policy 5113.01 - Intra-District Open Enrollment
- Policy 5113.02 - School Choice Options
- Policy 5409 - Student Acceleration

This resolution was considered by the Chief Executive Officer and is adopted upon the signature of the Chief Executive Officer.

Justin M. Jennings, Chief Executive Officer

Date: 9/28/2021
1530 - EVALUATION OF ADMINISTRATORS

Application

This policy shall apply to all persons employed by the Board of Education in a position requiring licensure as an administrator. This definition excludes school counselors but includes professional pupil services personnel and administrative specialists or equivalent positions who spend less than fifty percent (50%) of their time teaching or otherwise working directly in the presence of students.

This policy shall also apply to all persons employed in positions not requiring administrative licensure, but whose job duties enable them to be considered either a "supervisor" or "management level employee" as defined in R.C. 4117.01.

Procedures

General Requirements

The Superintendent shall implement a program of regular evaluation for all administrative personnel which includes the following elements:

A. The evaluation process shall fairly attempt to measure the administrator’s effectiveness in performing the duties set forth in his/her job description.

B. A written evaluation document shall be produced for each evaluation. Each administrator shall be evaluated at least once annually.

C. The evaluation shall be conducted by the Superintendent or his/her designee (such designation may be oral or in writing) prior to the Board’s consideration of contract renewal or non-renewal, the Superintendent shall review the results of the evaluation process with the Board.

Specific Requirements for Building Principals and Assistant Principals - Ohio Principal Evaluation System (OPES)

In addition to the above, procedures for the evaluation of District building principals and assistant principals will be based upon comparable standards as set forth in the policy adopted by the Board for the evaluation of teachers pursuant to R.C. 3319.111, but tailored to address the duties and responsibilities of building principals and the environment in which they work. The Superintendent is authorized to develop administrative guidelines for the procedural and substantive evaluation of building principals consistent with this policy and State law and is further authorized to access the Ohio Principal Evaluation System (OPES) model as a resource in the development and maintenance of an evaluation process.

Evaluation Instruments
The Superintendent may utilize model evaluation forms developed by the Ohio Department of Education for administrators evaluated under OPES. The Superintendent, in his/her discretion, may utilize a single evaluation instrument for all administrative positions not subject to evaluation under OPES, instruments particularized for each position, or a combination of both types of instruments.

Evaluation instruments shall be developed and/or utilized by the Superintendent as s/he may determine in his/her best professional judgment and may be modified from time-to-time by the Superintendent in the exercise of such professional judgment. Specific Board approval of the evaluation instruments or modifications to such instruments shall not be required.

**Basis for Evaluation**

Each evaluation shall fairly attempt to measure the administrator's effectiveness in performing the duties of his/her job description.

Evaluations may be based upon the direct formal observations of the administrator, but may also consider informal or incidental observations/walkthroughs and other relevant information which is within the knowledge of or brought to the attention of the evaluator. Out-of-school conduct may be considered if such conduct impacts the individual’s effectiveness as an administrator or as a role model for students and staff.

**Observations and Conferences**

A pre-evaluation conference may be conducted if deemed necessary or advisable by the evaluator.

Formal observations may be made of the administrator, either announced or unannounced, but shall not be a required element of the evaluation process except for principals and assistant principals who are subject to OPES. Whether formal observations are appropriate to the position shall be determined by the evaluator on a case-by-case basis. Administrators evaluated under OPES will receive at least two (2) formal observations of at least thirty (30) minutes in length. Formal observations for administrators who are not evaluated under OPES are optional as determined appropriate by the evaluator on a case-by-case basis.

Following any formal observations and/or gathering of other evaluative data, and before finalizing any evaluation report, the evaluator shall arrange a post-evaluation conference at which the results of the evaluation process are discussed with the administrator. To the extent that any weaknesses or deficiencies have been identified in the evaluation process, the evaluator shall offer suggestions for improvement. Identified weaknesses and suggestions for improvement shall be identified in the evaluation report, but shall not be a required element of any evaluation. However, for Principals and Assistant Principals, the requirements of OPES shall apply in determining the need for professional growth and/or improvement plans.

A final written evaluation report shall be produced in a manner deemed appropriate by the evaluator, in consultation with the administrator. This evaluation report may be combined with the evaluation instruments, or may be a separate document. The evaluation report shall be signed and dated by the administrator and the evaluator at the conclusion of the post-evaluation conference. The signature of the administrator shall not necessarily indicate that s/he agrees with the evaluator's comments or conclusions, but only that s/he has been made aware of such comments or conclusions. A copy of the evaluation report shall be provided to the administrator.

**Number and Timing of Evaluations**

**A. Administrator Not in Final Year of Contract**

An administrator not in the final year of his/her contract shall be evaluated at least once during the school year. A written copy of the evaluation report shall be provided to the administrator no later than the end of the administrator's contract year as defined by the administrator’s annual salary notice.

**B. Administrator in Final Year of Contract**

An administrator whose contract is due to expire at the conclusion of the current school year shall have at least one (1) preliminary evaluation and one (1) final evaluation during such year. A written copy of the preliminary evaluation report shall be provided to the administrator at least sixty (60) days prior to any Board action on the renewal or non-renewal of the contract. For principals and assistant principals, a signed written copy of the post-observation report shall serve as the preliminary evaluation. A written copy of the final evaluation report shall be provided to the administrator at least five (5) days prior to any Board action on the renewal or non-renewal of the contract.

The final evaluation report for an administrator in the last year of his/her contract shall include the administrator's final holistic rating and the Superintendent's intended recommendation to the Board concerning the renewal or non-renewal of the contract. The Board will consider the evaluation results when deciding whether to renew or not renew an administrator's contract.
Meeting with Board

Each administrator shall be provided the opportunity to meet with the Board in executive session prior to the Board's action on his/her contract. In this meeting, the Board shall discuss its reasons for considering the renewal or non-renewal of the contract. The administrator may be accompanied by a representative of his/her choosing at the meeting. However, no witnesses or other persons may appear with or on behalf of the administrator without the express permission of the Board.

Written notice of the right to have such a meeting with the Board shall be provided in accordance with law to each administrator whose contract is expiring at the conclusion of the current school year.

Written Rebuttal

The administrator may, at any time following the receipt of an evaluation report, submit a written rebuttal, not to exceed three (3) pages in length, which shall be promptly attached to the evaluation report and any copies of the evaluation report which are retained in the District's records or submitted to the Board for its consideration.

Legal Effect

This policy and the procedures contained herein shall not create a legal expectancy of continued employment or a property interest in continued employment, and shall not be deemed a part of any individual administrator's contract or otherwise a contractual obligation of the Board.

To the extent that any of the procedures contained herein exceed the requirements of Ohio law, such procedures shall not be construed as a pre-condition to contract non-renewal and shall not prevent the Board from proceeding with a contract non-renewal which otherwise satisfies the minimum requirements of Ohio law.

Revised 3/26/13

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Legal R.C. 3319.02, 3319.111, 3319.112, 4117.01
1617 - WEAPONS

The Board of Education prohibits staff members from possessing, storing, making, or using a weapon, including a concealed weapon, in a school safety zone and any setting that is under the control and supervision of the Board for the purpose of school activities approved and authorized by the Board including, but not limited to, property leased, owned, or contracted for by the Board, a school-sponsored event, or in a Board-owned vehicle, except as permitted by law.

The term weapon includes any object which, in the manner in which it is used, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons include, but are not limited to, firearms, guns of any type, including air and gas-powered guns (whether loaded or unloaded), knives, razors, clubs, electric weapons, metallic knuckles, martial arts weapons, ammunition, incendiary devices, explosives, and other objects defined as dangerous ordinances under State law.

The Superintendent shall immediately refer a staff member who violates this policy to law enforcement officials, regardless of whether such staff member possesses a valid concealed weapon license. The staff member who violates this policy will also be subject to disciplinary action, up to and including termination, as permitted by applicable Board policy and the terms of existing collective bargaining agreements.

Exceptions to this policy include:

A. weapons under the control of State or Federal agents authorized to carry deadly weapons who are acting within the scope of their duties or law enforcement agents;

B. weapons carried by security personnel or other designated staff employed by the Board who are qualified under State law to carry a weapon in a school safety zone while on active duty;

[ DRAFTING NOTE: The Ohio Supreme Court has ruled that under current State law an employee must have completed either the State-approved basic peace officer training program or have at least twenty (20) years of active-duty experience as a peace officer in order to be qualified to carry a gun onto school property. Cabbage v. Madison Local Sch. Dist. Bd. of Edu., Slip Opinion No. 2021-Ohio-2067 (June 23, 2021). Districts should consult with legal counsel to confirm eligibility requirements under current law before designating an employee to carry a concealed weapon onto school property. ]

C. handguns in the possession of a person who has a valid concealed handgun license or who is an active duty member of the armed forces with a valid military identification card and documentation of successful completion of firearms training if the handgun remains in a vehicle with the individual or is left in a locked vehicle when the person exits the vehicle;

D. (x ) objects indistinguishable from a firearm used during school safety trainings;

E. (x ) items indistinguishable from a firearm approved by a principal as part of a class or individual presentation under adult supervision, if used for the purpose of and in the manner approved (working firearms and ammunition shall never be approved);
F. (X) theatrical props used in appropriate settings;

G. (X) starter pistols used in appropriate sporting events.

Staff members shall immediately report any information concerning weapons and/or threats of violence by students, staff members, or visitors to the Principal or other appropriate administrator. Failure to report such information may subject the staff member to disciplinary action, up to and including termination.

The Board directs the Superintendent to post notices prohibiting the carrying and possession of concealed weapons in a school safety zone, including schools and school buildings, on school premises and school buses, and at school activities. The notices shall contain a statement substantially in the following form:

Unless otherwise authorized by law, pursuant to R.C. 2923.122, no person shall knowingly possess, have under the person’s control, convey, or attempt to convey a deadly weapon or dangerous ordnance into a school safety zone.

The Superintendent shall conspicuously post such notices at each entrance of a school and/or school building and in areas inside the building where visitors are required to report. Notices shall also be posted at each entrance leading into a school activity (particularly those activities held outside of the school building) and parcel of land. Further, notices shall be posted in each school bus and other Board-owned vehicle, including a school van.

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Legal

R.C. 109. 78
R.C. 2923.11, 2923.12, 2923.122, 2923.19, 2923.161, 2923.22, 3313.20
18 U.S.C. 922
2370.01 - BLENDED LEARNING

The Board of Education authorizes the operation of a blended learning environment as an educational opportunity for students. Blended learning is defined as delivery of instruction in a combination of time primarily in a supervised physical location away from home and online delivery where the student has some element of control over time, place, path, or pace of learning. Students participating in blended learning shall have the ability to advance from grade to grade and earn credits by demonstrating proficiency of knowledge or skills through competency-based learning models rather than a minimum number of days or hours in a classroom or on a digital learning device. Blended learning programs must have an annual instructional calendar of not less than 910 hours.

The Superintendent is authorized to develop program guidelines and specific procedures to address the following requirements:

A. The means of personalization of student-centered learning models to meet the needs of each student.

B. The evaluation and review of the quality of on-line curriculum delivered to students.

C. The assessment of each participating student’s progress through the curriculum. Students will advance through each level of the curriculum based on demonstrated competency/mastery of the material.

D. The assignment of a sufficient number of teachers to ensure a student has an appropriate level of interaction to meet the student’s personal learning goals. Each participating student shall be assigned to at least one (1) teacher of record.

E. The method by which each participating student will have access to the digital learning tools necessary to access the on-line or digital content.

F. The means by which each school shall use a filtering device or install filtering software that protects against internet access to materials that are obscene or harmful to juveniles on each computer provided to or made available to students for instructional use. The school shall provide such device or software at no cost to any student who uses a device obtained from a source other than the school.

G. The means by which the school will ensure that teachers have appropriate training in the pedagogy of the effective delivery of on-line or digital instruction.

The Superintendent will collect, report, and track program data annually in accordance with data reporting guidelines and provide regular reports to the Board.

The Superintendent shall establish the necessary administrative guidelines and procedures to comply with State law which will thereafter be properly communicated to both students and their parents.

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R.C. 3302.41
A.C. 3301-35-03
3217 - WEAPONS

The Board of Education prohibits professional staff members from possessing, storing, making, or using a weapon, including a concealed weapon, in a school safety zone and any setting that is under the control and supervision of the Board for the purpose of school activities approved and authorized by the Board including, but not limited to, property leased, owned, or contracted for by the Board, a school-sponsored event, or in a Board-owned vehicle, except as permitted by law.

The term "weapon" includes means any object which, in the manner in which it is used, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons include, but are not limited to, firearms, guns of any type, including air and gas-powered guns (whether loaded or unloaded), knives, razors, clubs, electric weapons, metallic knuckles, martial arts weapons, ammunition, incendiary devices, explosives, and other objects defined as dangerous ordinances under State law, and explosives.

The Superintendent shall immediately refer a staff member who violates this policy to law enforcement officials, regardless of whether such staff member possesses a valid concealed weapon license. The staff member who violates this policy will also be subject to disciplinary action, up to and including termination, as permitted by applicable Board policy and the terms of existing collective bargaining agreements.

Exceptions to this policy include:

A. weapons under the control of State or Federal agents authorized to carry deadly weapons who are acting within the scope of their duties or law enforcement agents; law enforcement personnel;

B. weapons carried by security personnel or other designated staff employed by the Board who are qualified under State law to carry a weapon in a school safety zone while on active duty;

C. handguns in the possession of a person who has a valid concealed handgun license or who is an active duty member of the armed forces with a valid military identification card and documentation of successful completion of firearms training if the handgun remains in a vehicle with the individual or is left in a locked vehicle when the person exits the vehicle;

D. Indistinguishable from a firearm used during school safety trainings;

E. items indistinguishable from a firearm approved by a principal as part of a class or individual presentation under adult supervision, if used for the purpose of and in the manner approved (Working firearms and ammunition shall never be approved);

F. theatrical props used in appropriate settings;

G. starter pistols used in appropriate sporting events.
Staff members shall immediately report any information concerning weapons and/or threats of violence by students, staff members, or visitors to the principal or other appropriate administrator. Failure to report such information may subject the staff member to disciplinary action, up to and including termination.

The Board directs the Superintendent to post notices prohibiting the carrying and possession of concealed weapons in a school safety zone, including schools and school buildings, on school premises and school buses, and at school activities. The notices shall contain a statement substantially in the following form:

Unless otherwise authorized by law, pursuant to Ohio Revised Code 2923.122, no person shall knowingly possess, have under the person’s control, convey, or attempt to convey a deadly weapon or dangerous ordnance into a school safety zone.

The Superintendent shall conspicuously post such notices at each entrance of a school and/or school building and in areas inside the building where visitors are required to report. Notices shall also be posted at each entrance leading into a school activity (particularly those activities held outside of the school building) and parcel of land. Further, notices shall be posted in each school bus and other Board-owned vehicle, including a school van.

Legal

R.C. 109.78
R.C. 2923.11, 2923.12, 2923.122, 2923.19, 2923.161, 2923.22, 3313.20
18 U.S.C. 922
4217 - WEAPONS

The Board of Education prohibits classified staff members from possessing, storing, making, or using a weapon, including a concealed weapon, in a school safety zone and any setting that is under the control and supervision of the Board for the purpose of school activities approved and authorized by the Board including, but not limited to, property leased, owned, or contracted for by the Board, a school-sponsored event, or in a Board-owned vehicle.

The term "weapon" includes means any object which, in the manner in which it is used, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons include, but are not limited to, firearms, guns of any type, including air and gas-powered guns (whether loaded or unloaded), knives, razors, clubs, electric weapons, metallic knuckles, martial arts weapons, ammunition, incendiary devices, explosives, and other objects defined as dangerous ordinances under State law and explosives.

The Superintendent shall immediately refer a staff member who violates this policy to law enforcement officials, regardless of whether such staff member possesses a valid concealed weapon license. The staff member who violates this policy will also be subject to disciplinary action, up to and including termination, as permitted by applicable Board policy and the terms of existing collective bargaining agreements.

Exceptions to this policy include:

A. weapons under the control of State or Federal agents authorized to carry deadly weapons who are acting within the scope of their duties or law enforcement agents; law enforcement personnel;

B. weapons carried by security personnel or other designated staff employed by the Board who are qualified under State law to carry a weapon in a school safety zone while on active duty;

C. handguns in the possession of a person who has a valid concealed handgun license or who is an active duty member of the armed forces with a valid military identification card and documentation of successful completion of firearms training if the handgun remains in a vehicle with the individual or is left in a locked vehicle when the person exits the vehicle;

D. (X) objects indistinguishable from a firearm used during school safety trainings;

E. items indistinguishable from a firearm approved by a principal as part of a class or individual presentation under adult supervision, if used for the purpose of and in the manner approved (Working firearms and ammunition shall never be approved.);

F. theatrical props used in appropriate settings;
G. starter pistols used in appropriate sporting events.

Staff members shall immediately report any information concerning weapons and/or threats of violence by students, staff members, or visitors to the principal or other appropriate administrator. Failure to report such information may subject the staff member to disciplinary action, up to and including termination.

The Board directs the Superintendent to post notices prohibiting the carrying and possession of concealed weapons in a school safety zone, including schools and school buildings, on school premises and school buses, and at school activities. The notices shall contain a statement substantially in the following form:

Unless otherwise authorized by law, pursuant to Ohio Revised Code 2923.122, no person shall knowingly possess, have under the person's control, convey, or attempt to convey a deadly weapon or dangerous ordnance into a school safety zone.

The Superintendent shall conspicuously post such notices at each entrance of a school and/or school building and in areas inside the building where visitors are required to report. Notices shall also be posted at each entrance leading into a school activity (particularly those activities held outside of the school building) and parcel of land. Further, notices shall be posted in each school bus and other Board-owned vehicle, including a school van.

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R.C. 109.78
R.C. 2923.11, 2923.12, 2923.122, 2923.19, 2923.161, 2923.22, 3313.20
18 U.S.C. 922
5111 - ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS

The Board of Education establishes the following residency policy for determining eligibility to attend the schools of this District.

The Board shall provide tuition-free education for the benefit of children at least five (5) but under twenty-two (22) years of age whose parents reside in the District and such others as may be eligible pursuant to Federal and/or State law and the policies of the Board, including disabled preschool children who are at least three (3) years of age but not of compulsory school age and who are not currently enrolled in kindergarten, regardless of their citizenship or immigration status. The Board shall meaningfully communicate material information about enrollment requirements and procedures with parents, including parents who have limited proficiency in English. Access to information regarding enrollment requirements and procedures shall be available on the District's website.

In addition, the Board shall provide tuition-free education for the benefit of a child whose grandparent(s) resides in the District and who is the subject of a:

A. power of attorney designating the grandparent as the attorney-in-fact; or

B. caretaker authorization affidavit executed by the grandparent that provides the grandparent with authority over the care, physical custody, and control of the child, including the ability to enroll the child in school, consent in all school related matters, and discuss with the District the child's educational progress.

In accordance with State law, the grandparent shall be considered the "parent" of the child who is the subject of the power of attorney (Form 5111 F7) or caretaker authorization affidavit (Form 5111 F8). The child may attend the schools of this District (Form 5111 F9) unless the power of attorney or caretaker authorization form was created for the sole purpose of enrolling the child in the District so that the child may participate in the academic or interscholastic programs of this District or another reason exists to exclude the child under State law. Additionally, the child may attend the schools of the District until the power of attorney or caretaker authorization affidavit terminates upon the occurrence of one (1) of the following events:

A. the child ceases to reside with the grandparent(s);

B. the document is terminated by court order; or

C. either the child who is the subject of the document or the grandparent dies.

Additionally, the power of attorney terminates if it is revoked in writing by the person who created it and that person gives written notice of the revocation to the grandparent and the juvenile court with which the power of attorney was filed. Further, the caretaker authorization affidavit terminates if the parent, guardian, or custodian of the child acts to negate, reverse, or otherwise disapprove of an action or decision of the grandparent(s) who signed the affidavit with respect to the child, and the grandparent either voluntarily returns the child to the physical custody of the parent, guardian or custodian or fails to file a complaint to seek custody within fourteen (14) days after delivery of the written notice of negation, revocation or other disapproval. It is the responsibility of the grandparent(s) to notify the District within one (1) week of the termination of the power of attorney or caretaker authorization affidavit.
The Board reserves the right to verify each student's residency and other conditions of eligibility for tuition-free education as well as the validity of the claim of any student to an education in the District. In addition, if a student has recently been discharged or released from the custody of the Department of Youth Services (DYS) and is seeking admittance or re-admittance into the District, such students will not be admitted until the records required to be released by DYS to the Superintendent have been received (see AG 5111 for listing of required records). Within twenty-four (24) hours of admission into the District, the Superintendent shall request a copy of the student's school records from the school the student most recently attended.

Nonresident Eligibility for Tuition-Free Education

A student shall be entitled to attend school in this District free of any tuition obligation under the following circumstances:

A. A child whose parent has signed a contract to buy or build a house in this District and provides proper sworn statements shall be enrolled without payment of tuition for a period not to exceed ninety (90) days. The Superintendent is authorized to determine the number of days. The parent shall provide:

1. a sworn statement explaining the situation, the location of the house being purchased or built, and stating the parent's intention to reside there upon its completion; and

2. a statement from the builder that the house is being built for the parent and its location or a statement from a real estate broker or bank officer confirming that the parent has a contract to purchase, that the parent is waiting upon a closing date, and that the house is at the location identified in the parent's sworn statement.

Such child shall also be eligible to participate in interscholastic athletics, if released by formal action of the district of current residency and the OHSAA.

B. Children under a shared-parenting plan establishing both parents as "residential parents" when the child is residing with the parent, if one (1) parent resides in the District. If a student resides in another school district but attends school in this District (where one (1) parent resides), it is the obligation of the parents to provide transportation for that student from the home of the nonresident parent. Where a court has vested legal custody with only one (1) parent, the child is entitled to attend school tuition-free only in the district in which the custodial parent resides.

C. Children of active-duty uniformed services members who are subject to a transfer or relocation order and will be relocating to but do not yet reside in the District shall be permitted to apply for enrollment in the same manner and at the same time as resident students in accordance with the provisions of the Interstate Compact on Educational Opportunity for Military Children (see Policy 5111.02).

D. A child under the age of eighteen (18) years of age who is married and resides in the District.

E. Students between the ages of eighteen (18) and twenty-two (22) who support themselves by their own labor, live apart from their parents, reside in the District, and have not successfully completed the District's high school program or their I.E.P.

F. Students who are considered by Federal law to be illegal aliens, children or youth in foster care, and/or homeless students who are required to be admitted by Federal law and in accordance with State guidelines.

G. A child with a medical condition that may require emergency medical attention providing a parent is employed in the District and submits the proper certification required by the Board, including a medical statement from the child's physician.

H. A child, living with a resident other than a parent and whose parent is in the armed services outside the State of Ohio, providing the child's parent submits the appropriate affidavit stating that the parent is in the armed forces outside the State of Ohio, intends to reside in the District upon return to the State, and provides the name and address of the person with whom the child will reside. The child may attend school in the District tuition-free for a period not to exceed twelve (12) months. If the parent does not intend to reside in the District, the child may attend school as a tuition student only.

I. A student who is living with a parent under the care of a shelter program for victims of domestic violence located in the District.

J. A nonresident child who has been or is currently being placed for adoption with a resident of this District, unless the adoption has been terminated or another district is required to educate the child.

K. Any student who enrolls in the District under the District's open enrollment policy.

Optional Tuition-Free Education

The Board may admit students tuition-free under the following circumstances:

https://go.boarddocs.com/oh/young/Board.nsf/Private?open&login#
A. Children under the age of twenty-two (22), who are:

1. in the legal custody of their parent;

2. residing with a resident grandparent; and

3. not in need of special education, provided the Board and the board of education of the child’s district of residence enter into a written agreement specifying there is good cause for the transfer, describing the nature of the good cause, and consenting to the attendance.

The grandparent, and, if possible, the custodial parent shall sign the consent form providing the necessary authorizations. This option does not apply to children who are residing with a resident grandparent and are the subject of either a power of attorney or caretaker authorization affidavit that provides the grandparent with authority over the care, physical custody, and control of the child, as set forth in an earlier section of this policy. The Board shall admit children who are the subject of either a power of attorney or caretaker authorization affidavit tuition-free.

B. Foreign-exchange students participating in a bona fide foreign-exchange program or residents of foreign nations who request admission as foreign-exchange students or the student is a non-Ohio, U.S. resident admitted under an exchange program operated by a student exchange organization.

C. Residents, regardless of age, who have graduated from an approved special education program and who wish to participate in a vocational program offered by the District or the Technical Education Program, provided all of the conditions established in the AG 5111 have been met.

D. Any resident of the District who, although not otherwise eligible, meets the criteria for free admission as established by the State Board of Education.

E. Twelfth grade students whose parents move out of the District after the commencement of classes shall be allowed to attend school tuition-free for the remainder of the current year and one (1) additional semester.

The Superintendent may allow a student to remain in school beyond the additional semester, if, in his/her opinion, the student is making adequate progress toward completion of the high school program or I.E.P. but, due to circumstances such as illness, personal hardship, family responsibilities, or the need to work part-time has been unable to complete the program or I.E.P. within the school year and/or one (1) additional semester.

F. Natural or legally-adopted children of full-time staff members who reside outside the District; provided proper application, prior to the first day of school, has been made.

G. A nonresident student under the age of twenty-two (22) is entitled to attend school in the District if the superintendent of the student’s district of residence and the Superintendent enter into a written agreement consenting to the attendance and specifying that the purpose of the attendance is to protect the student’s physical or mental well-being or to deal with other extenuating circumstances deemed appropriate by the superintendents.

If the student is not receiving special education, there shall be no requirement for either district to provide transportation for the student.

Any student admitted to the District under this provision shall be allowed to participate in all District student activities, including interscholastic athletics, on the same basis as any student who has attended the District’s schools while of compulsory age.

H. A child may enroll free of any tuition obligation for a period not to exceed sixty (60) days, on the sworn statement of an adult resident of the District that s/he has initiated legal proceedings for custody of the child. If the court grants to the adult resident custody, continued enrollment beyond the sixty (60) days will be at the discretion of the Board. If enrollment continues, tuition shall be assessed in accordance with law. If the court awards custody to the adult resident, s/he shall produce the journal entry awarding custody and tuition shall be determined in accordance with State law and/or the court order.

I. A child who becomes a nonresident at the time of a parent’s death may continue to attend school in the District on a non-tuition basis for the remainder of the school year.

Optional Enrollment

A student under twenty-two (22) years of age who is lawfully in attendance may continue to attend school in the District if, at any time following the end of the first full-week of October of the school year, the child or the child’s parent has relocated to a new address located outside of the District but within the same county as the child’s or the parent’s address immediately prior to the
relocation. In such case, the child may continue to attend school in the District, and at the school to which the child was assigned at the end of the first full week of October of the current school year, for the balance of the school year, only if the following conditions are met:

A. the District to which the child or child’s parent has relocated, which must be within the same county as the child’s or the parent’s address immediately prior to the relocation, has likewise adopted a policy to enroll children as described in this section;

B. the child’s parent provides written notification of the relocation outside of the District to the Superintendent of each of the two (2) school districts.

Any person or entity owing tuition to the District on behalf of the child at the end of the first full week in October, as provided in State law, shall continue to owe such tuition to the District for the child’s attendance pursuant to this section for the lesser of the balance of the school year or the balance of the time that the child attends school in the District under this section. If the child’s attendance was tuition-free prior to moving to his/her new district of residence, the child may continue to attend tuition-free for the remainder of the school year.

Transportation for a child attending school pursuant to this section shall be provided in accordance with any agreement regarding transportation that exists between this District and the student’s new district of residence, or, if no such agreement exists, in the same manner as for students attending under open enrollment.

Students Suspended or Expelled from Other District

After offering an opportunity for a hearing, the Superintendent, at his/her discretion, may deny admission to a student who has been suspended or expelled from another public school within or outside the State, for the period of unexpired time of the suspension or expulsion. If the expulsion is from an out-of-state public school, the lesser of the period of such expulsion or the period of expulsion which would have been applied had the student committed the offense in this District will be imposed. When the suspension or expulsion from the other district has expired, the student is to be admitted providing all other eligibility requirements have been met. This provision also applies to a student who is the subject of power of attorney designating the child’s grandparent as the attorney-in-fact or caretaker authorization affidavit executed by the child’s grandparent.

Mandatory Admission/Payment of Tuition

The Board shall admit students who reside in the District but his/her parent does not reside in the District and tuition payments shall be assessed pursuant to State law if:

A. the student is in the legal or permanent custody of a governmental agency or a person other than his/her natural or adoptive parents;

B. the student resides in a home as defined by State law;

C. the student requires special education;

D. the child resides in the District and the child’s parent is in a residential facility, correctional facility, or juvenile placement and the other parent, if living and not in such a facility or placement, is not known to reside in this State.

If the District admits a student to the District who is not otherwise entitled to attend or whose attendance tuition is not an obligation of another district, the Board shall collect tuition from the student’s parents.

The Superintendent shall develop guidelines for the enrollment of nonresident children which:

A. admit such children only on the proper application of the parent or guardian; release by the board of education of residency, if required; and the approval of the Board;

B. do not exclude any child, otherwise eligible, on the basis of such child’s race, color, national origin, sex (including sexual orientation and transgender identity), disability, religion, or ancestry;

C. verify claims of residency;

D. deny admission where the educational program maintained for the children of this District is inadequate to meet the needs of the applicant;

E. make continued enrollment of any nonmandatory nonresident, regular-education student contingent upon maintaining good standards of citizenship and discipline.

The Superintendent shall report to the Board at each regular meeting for its information and consent the enrollment of each nonresident student.

https://go.boarddocs.com/oh/young/Board.nsf/Private?open&login#
Tuition rates shall be determined as required by Ohio Statutes.

Tuition shall be charged monthly, in advance of attendance.

**Safe at Home/Address Confidentiality.**
If a parent (or adult student), presents information to the District certifying that the parent (or adult student), his/her child, or a member of the parent's household is a participant in the Safe at Home/Address Confidentiality Program administered by the Secretary of State, the Board shall use the address designated by the Secretary of State to serve as the student's address for enrollment purposes. The District shall place a copy of any certification provided by the parent in the enrollment files.

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R.C. 111.41, 111.42, 111.43, 111.46, 111.99

R.C. 3313.48, 3313.64, 3313.645, 3313.649, 3313.65, 3313.66, 3313.90, 3313.97

R.C. 3313.98, 3317.08, 3317.081, 3321.01(B), 3321.03, 3323.141

R.C. 3327.04, 3327.05, 3327.06, 2152.18, 5139.05, 3313.672, 3313.533

A.C. 3301-42-01

42 U.S.C. 11431 et seq.
5111.02 - EDUCATIONAL OPPORTUNITY FOR MILITARY CHILDREN

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

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

A. facilitating the timely enrollment and placement of children of military families in educational and other school programs and activities;

B. facilitating the on-time graduation of children of military families; and

C. providing for the uniform collection and sharing of information between and among schools and military families.

Children of active-duty uniformed service members parents/guardians who are subject to a transfer or relocation order and will be relocating to but do not yet reside in the District shall be permitted to apply for enrollment in the same manner and at the same time as resident students.

Enrollment applications shall be accepted by electronic means, including those for specific schools or programs within the District.

Parents/guardians must provide proof of residence within ten (10) days after establishing residence in the District. A temporary on-base billeting facility, a purchased or leased home or apartment, or a Federal government or public-private venture off-base military housing are all acceptable forms of residency.

The children of military families shall be permitted to participate in technology-based educational opportunities to minimize disruptions when those students’ families transition from one military installation to another. The District shall make necessary provisions to enable students to participate in technology-based opportunities when those students’ families receive permanent change of station orders out of the state until the students are enrolled in the schools of a new local education agency.

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

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

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R.C. 3301.60
Interstate Compact on Educational Opportunity for Military Children
5200 - ATTENDANCE

The educational program offered by this District is predicated upon the presence of the student and requires continuity of instruction and classroom participation. Attendance shall be required of all students enrolled in the schools during the days and hours that the school is in session or during the attendance sessions to which s/he has been assigned.

A student in grades 9 through 12 may be considered a full-time equivalent student provided the student is enrolled in at least five (5) units of instruction, as defined by State law, per school year.

In accordance with statute, the Superintendent shall require, from the parent of each student of compulsory school age or from an adult student who has been absent from school or from class for any reason, a written statement of the cause for such absence. The Board of Education reserves the right to verify such statements and to investigate the cause of each single absence or prolonged absence.

The Board considers the following factors to be reasonable excuses for time missed at school:

A. personal illness (a written physician’s statement verifying the illness may be required)
B. appointment with a health care provider
C. illness in the family necessitating the presence of the child
D. quarantine of the home
E. death in the family
F. necessary work at home due to absence or incapacity of parent(s)/guardian(s)
G. observation or celebration of a bona fide religious holiday
H. such good cause as may be acceptable to the Superintendent
I. service as a precinct officer at a primary, special or general election in accordance with the program set forth in Policy 5725
J. college visitation

[X] The District requires verification of the date and time of the visitation by the college, university, or technical college
K. **Absences due to a student’s placement in foster care or change in foster care placement or any court proceedings related to their foster care status**

L. **Absences due to a student being homeless.**

Attendance need not always be within the school facilities, but a student will be considered to be in attendance if present at any place where school is in session by authority of the Board.

The Board shall consider each student assigned to a program of other guided learning experiences to be in regular attendance for the program provided that s/he reports to such staff member s/he is assigned for guidance at the place in which s/he is conducting study, and regularly demonstrates progress toward the objectives of the course of study.

The Superintendent may excuse a student over fourteen (14) years of age from attendance at school for a future limited period for the purpose of performing essential work directly or exclusively for his/her parents or guardians. Such excuse should not exceed five (5) days and may at the discretion of the Superintendent be renewed for five (5) additional days. At no time, however, shall such excuse cause a student to be absent from school for a period of more than ten (10) consecutive days.

At the discretion of the Superintendent, a student may be excused for a longer period of time than ten (10) days if a child’s parent or guardian has recently died or become totally or partially incapacitated and there is no older brother or sister living in the home who is out of school. (The Superintendent shall request a certificate of a physician attesting to the condition of the parent or guardian.)

**Contacting the Parent/Guardian of an Absent Student**

When a parent, guardian, or other person having care of a student has failed to initiate a telephone call or other communication notifying the school or building administration of the student's excused or unexcused absence within 120 minutes after the beginning of the school day, the attendance officer or designee for each school building shall make at least one (1) attempt to contact the parent, guardian, or other person having care of any student who is recorded as absent without legitimate excuse within 120 minutes after the beginning of each school day by a method designated by the Superintendent in accordance with Ohio law.

**Excessive Absences**

When a student of compulsory school age is absent from school with combined nonmedical excused absences and unexcused absences in excess of thirty-eight (38) or more hours in one (1) school month, or sixty-five (65) or more hours in a school year, that student is considered "excessively absent" from school. The District or school shall notify the child's parent or guardian of the child's absences, in writing, within seven (7) school days after the date of the absence that triggered the notice requirement. At the same time written notice is given, any appropriate intervention action listed herein may be taken.

The following "medical excuses" will not count toward a student’s excessive absence hours: (1) personal illness; (2) illness in the family necessitating the presence of the child; (3) quarantine of the home; (4) health care provider appointments (doctor, dentist, mental health provider, etc.); (5) medically-necessary leave for a pregnant student in accordance with Policy 5751; (6) death in the family; or (7) other set of circumstances the Superintendent deems on a case-by-case basis to be a good and sufficient cause for medical absence from school.

A medically excused absence occurs any time a student is out of school due to illness or medical visit (physician, dentist, mental health, etc.). A medical excuse for personal illness will be accepted in the form of doctor’s note within five (5) school days of the absence or parent call-in on the day of the absence due to illness or doctor’s visit. For the 2020-2021, medical excuse absences will be accepted through this process for students participating both in person and remotely.

**Habitually Truant**

A student will be considered habitually truant if the student is of compulsory school age and absent without a legitimate excuse for thirty (30) or more consecutive hours, for forty-two (42) or more hours in one (1) school month, or for seventy-two (72) or more hours in one (1) school year.

Legitimate excuses for the absence of a student who is otherwise habitually truant include but are not limited to:

A. the student was enrolled in another school district;

B. the student was excused from attendance in accordance with R.C. 3321.04; or

C. the student has received an age and schooling certificate.
Absence Intervention Team

To the extent required by law as determined on an annual basis, within ten (10) days of a student becoming habitually truant, the Principal shall assign the student to an absence intervention team.

Within fourteen (14) school days after the assignment of a student to an absence intervention team, the team shall develop an intervention plan for that student in an effort to reduce or eliminate further absences. Each intervention plan shall vary based on the individual needs of the student, but the plan shall state that the attendance officer shall file a complaint not later than sixty-one (61) days after the date the plan was implemented, if the child has refused to participate in, or failed to make satisfactory progress on, the intervention plan. Within seven (7) school days after the development of the plan, reasonable efforts shall be made to provide the student's parent/guardian/custodian, with written notice of the plan.

As part of the absence intervention plan, the Principal may, in his/her discretion contact the appropriate juvenile court and ask to have a student informally enrolled in any alternative to adjudication described in R.C. 2151.27(G).

Each absence intervention team may vary based on the needs of each individual student but shall include a representative from the child's building, another representative from the child's building who knows the child, and the child's parent or parent's designee, or the child's guardian, custodian, guardian ad litem, or temporary custodian. The team also may include a school psychologist, counselor, social worker, or representative of a public or nonprofit agency designed to assist students and their families in reducing absences.

The members of the absence intervention team shall be selected within seven (7) school days of the student meeting the habitually truant threshold. Within the same period of seven (7) school days, the Principal shall make at least three (3) meaningful, good faith attempts to secure the participation of the student's parent/guardian/custodian, guardian ad litem, or temporary custodian on that team. A good faith attempt to secure the participation of the parent shall include, but not be limited to, contacting (or attempting to contact) the parent by telephone, email, or regular mail. If the student's parent responds to any of those attempts, but is unable to participate for any reason, the Principal shall inform the parent of the parent's right to appear by designee. If seven (7) school days elapse and the student's parent/guardian/custodian, guardian ad litem, or temporary custodian fails to respond to the attempts to secure participation, the attendance officer shall investigate whether the failure to respond triggers mandatory abuse or neglect reporting to the public children services agency. At the same time, the absence intervention team shall continue to develop an intervention plan for the child notwithstanding the absence of the child's parent/guardian/custodian, guardian ad litem, or temporary custodian.

Intervention Strategies

In order to address the attendance practices of a student who is habitually truant, the intervention team may, as part of an intervention plan, take any of the following intervention actions:

A. provide counseling to the student

B. request or require the student's parent to attend a parental involvement program

C. request or require a parent to attend a truancy prevention mediation program

D. notify the Registrar of Motor Vehicles of the student's absences

E. take appropriate legal action

F. assignment to an alternative school

In the event that a student becomes habitually truant within twenty-one (21) school days prior to the last day of instruction of a school year, the Principal may, in his/her discretion, assign an Attendance Coordinator to work with the child's parent/guardian/custodian, guardian ad litem, or temporary custodian to develop an absence intervention plan during the summer.

The absence intervention process shall commence upon the first day of instruction of the next school year.

Reporting Requirements

The attendance officer shall file a complaint in the juvenile court against a student on the sixty-first (61st) day after the implementation of an absence intervention plan or other intervention strategies, provided that all of the following apply:

A. The student is habitually truant.
B. The school district or school has made meaningful attempts to re-engage the student through the absence intervention plan, other intervention strategies, and any offered alternatives to adjudication, if applicable.

C. The student has refused to participate in or failed to make satisfactory progress on the plan, as determined by the absence intervention team, or any offered intervention strategies or alternative to adjudication.

If the student, at any time during the implementation phase of the absence intervention plan or other intervention strategies, is absent without legitimate excuse for thirty (30) or more consecutive hours or forty-two (42) or more hours in one school month, the attendance officer shall file a complaint in juvenile court against that student, unless the absence intervention team has determined that the student has made substantial progress on the absence intervention plan.

In the event that the sixty-first (61st) day after the implementation of the absence Intervention plan or other intervention strategies falls on a day during the summer months, the attendance officer may extend the implementation of the plan and delay the filing of the complaint for an additional thirty (30) days from the first day of instruction of the next school year.

The Superintendent is authorized to establish an educational program for parents of truant students which is designed to encourage parents to ensure that their children attend school regularly. Any parent who does not complete the program is to be reported to law enforcement authorities for parental education neglect, a fourth class misdemeanor if found guilty.

Whenever any student of compulsory school age has sixty (60) consecutive hours in a single month or a total of ninety (90) hours of unexcused absence from school during the school year, s/he will be considered habitually absent under R.C. 3321.13(b)(2). The Board authorizes the Superintendent to inform the student and his/her parents, guardian, or custodian of the record of absences without a legitimate excuse as well as the District’s intent to notify the Registrar of Motor Vehicles, if appropriate, and the Judge of the Juvenile Court of the student’s unexcused absences and habitually absent status.

If a student who is habitually truant violates the order of a juvenile court regarding the student’s prior adjudication as an unruly child for being a habitual truant, s/he may further be adjudicated as a delinquent child.

The District shall report to the Ohio Department of Education, as soon as practicable, and in a format and manner determined by the Department, any of the following occurrences:

A. when a notice that a student has been absent with or without legitimate excuse for thirty-eight (38) or more hours in one (1) school month, or sixty-five (65) or more hours in a school year is submitted to a parent/guardian/or custodian;

B. when a child of compulsory school age has been absent without legitimate excuse from the public school the child is supposed to attend for thirty (30) or more consecutive hours, forty-two (42) or more hours in one school month, or seventy-two (72) or more hours in a school year;

C. when a child of compulsory school age who has been adjudicated an unruly child for being a habitual truant violates the court order regarding that adjudication;

D. when an absence intervention plan has been implemented for a child under this policy.

This policy was developed after consultation with the judge of the juvenile court of Mahoning County, with the parents, guardians, or other persons having care of the students attending school in the district, and with appropriate State and local agencies.

If a student who is habitually truant violates the order of a juvenile court regarding the student’s prior adjudication as an unruly child for being a habitual truant, s/he may further be adjudicated as a delinquent child.

The District shall report to the Ohio Department of Education, as soon as practicable, and in a format and manner determined by the Department, any of the following occurrences:

A. when a notice that a student has been absent with or without legitimate excuse for thirty-eight (38) or more hours in one (1) school month, or sixty-five (65) or more hours in a school year is submitted to a parent/guardian/or custodian;

B. when a child of compulsory school age has been absent without legitimate excuse from the public school the child is supposed to attend for thirty (30) or more consecutive hours, forty-two (42) or more hours in one school month, or seventy-two (72) or more hours in a school year;

C. when a child of compulsory school age who has been adjudicated an unruly child for being a habitual truant violates the court order regarding that adjudication;
D. When an absence intervention plan has been implemented for a child under this policy.

This policy was developed after consultation with the judge of the juvenile court of Mahoning County, with the parents, guardians, or other persons having care of the students attending school in the district, and with appropriate State and local agencies.

Tracking Remote Attendance for the 2020-2021 School Year

Consistent with the District's remote learning plan (e.g., Blended Learning, On-Line Learning, etc.), Remote Learning Plan submitted to the Ohio Department of Education, the District will provide a variety of instruction models, including both teacher-led remote learning and self-directed remote learning.

Student attendance in teacher-led remote learning (synchronous web-based instruction) shall be tracked in the same manner as hourly, in-person Instruction. Teachers shall determine hourly attendance by evidence of student login and logoff data. Teachers are encouraged to verify meaningful attendance in a method selected by the teacher, such as an ungraded quiz at the close of a lesson, a survey or poll questions (unrelated to the lesson and unpredictable) at the end of the lesson, or asking students questions at random throughout a session.

In addition to the reasons listed at the beginning of this policy, absences from teacher-led remote learning (synchronous web-based instruction) may be considered excused under the following circumstances, with written notice from a parent/guardian:

A. temporary internet outage for individual students or households;
B. unexpected technical difficulties for individual students or households, such as password resets or software upgrades occurring during a teacher-led remote learning lesson;
C. computer/device malfunction;
D. malfunction of a District-owned device for which the District is providing technical assistance, repair, or replacement.

Attendance in self-directed remote learning (asynchronous) shall be tracked by evidence of participation, which may include, but is not limited to:

A. daily logins to learning management systems;
B. daily interactions with the teacher to acknowledge attendance, which may include, but are not limited to, messages, emails, telephone calls, video chats or other formats that enable teachers to engage with students; and
C. assignment completion.

The teacher will determine the number of hours a typical student would take to complete an assignment and report those hours of attendance when the assignment is completed. A teacher may adjust the number of hours of attendance based on the length of time the student actually spent on the assignment, as reported by the student, parent, or other person with knowledge.

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Revised 10/28/08

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R.C. 2151.011, 3313.668, 3317.034, 3321.01 et seq., 3321.13(B)(2), 3321.19, 3321.191
R.C. 3321.22, 3321.38, 3323.041
A.C. 3301-35-03, 3301-47-01, 3301-69-02
5350 - STUDENT MENTAL HEALTH AND SUICIDE PREVENTION

The Board of Education recognizes that mental health conditions and self-injury are problems of increasing severity among children and adolescents. A student who suffers from a mental health condition such as depression and who has attempted self-injury poses a danger both to himself/herself and to other students.

In accordance with law, the Board will provide appropriate instruction on personal safety and assault prevention to all students in grades K-6. Additionally, beginning in the 2023-2024 school year, the District will include in health education at least one (1) hour (or a standard class period) of evidence-based instruction for students in grades 5-12 in each of the following topics:

A. suicide awareness and prevention;
B. safety training and violence prevention; and
C. social inclusion.

The Board shall use a training program that is approved by the Ohio Department of Education (ODE). Instruction may be provided during student assemblies, digital learning, and homework to satisfy the instruction requirement. Upon request of a parent/guardian, a student will be excused from instruction in these areas.

All school personnel should be alert for students who exhibit signs of unusual mental health related behavior or who threaten or attempt self injury or suicide. Any such signs or the report of such signs from another student or staff member should be taken with the utmost seriousness.

In accordance with Policy 8462, designated staff shall receive professional development training in accordance with Board-adopted curriculum that includes the risk factors, warning signs, and resources regarding youth suicide awareness and prevention at least every two (2) years.

Additional professional development training in youth suicide risk assessment and intervention shall be provided to mental health employees, counselors, teachers, administrators, school psychologists, and school nurses.

The Board shall adopt or adapt an evidence-based awareness and prevention curriculum approved by the Ohio Department of Education (ODE), or alternatively will utilize a suicide awareness and prevention curriculum that has been developed in consultation with public or private agencies/persons involved in youth suicide awareness and prevention and that has been approved by the ODE.
The Superintendent shall develop and implement administrative guidelines whereby members of the professional staff understand how to use an intervention procedure which includes the following:

Step 1 - Stabilization
Step 2 - Assessment of the Risk
Step 3 - Use of Appropriate Risk Procedure
Step 4 - Communication with Appropriate Parties
Step 5 - Follow-up

Throughout any intervention, it is essential that Board policies and District guidelines regarding confidentiality be observed at all times.

Revised 9/8/15

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R.C. 3319.073
767 F2d 651 (1985)
5464 - EARLY HIGH SCHOOL GRADUATION

The Board of Education desires that balanced, diversified, comprehensive course offerings be offered to all students and strongly encourages pupils to take advantage of the rich four-year high school curriculum.

The Board acknowledges that some students seek to pursue educational goals that include graduation from high school at an earlier date than their designated class. In addition, the Board recognizes the need to provide a degree of flexibility for superior achieving pupils to enter college early or for the pupils whose family situation indicates a strong financial need or a pupil who will be 19 years of age or more at the time of graduation. For these students, the Board directs the superintendent to establish administrative guidelines for early graduation.

A student who completes the requirements for early high school graduation may participate in the graduation ceremonies with his/her designated class or the class graduating in the year in which s/he completes the District's requirements for high school graduation.

Early High School Graduation - General

Application for early high school graduation must be submitted to the high school principal.

The principal may honor this request if all conditions for high school graduation are met and the student fulfills the high school graduation requirements.

Early High School Graduation - Advanced Learners

Any student residing in the District may be referred for early high school graduation by a staff member or parent/guardian to the principal of his/her school. Students may refer themselves or a peer through a staff member who has knowledge of the referred child's abilities. Copies of referral forms will be available at each school building. ( ) The principal of each school (or his/her designee) will solicit referrals of students for early high school graduation annually, and will notify all staff s/he supervises the referral process.

Students referred for early high school graduation will be evaluated in a prompt manner. The building principal will schedule the evaluations. Normally, changes in a student's schedule will only occur at the start of a (X) semester.

Before a student is evaluated for early high school graduation, the principal (or his/her designee) must obtain written permission from the student's parent/guardian.

Evaluations related to referrals that occur during the school year will ordinarily be completed and a written report issued within forty-five (45) calendar days. Evaluations related to referrals that occur at the end of a school year or during the summer will be completed and a written report issued either before the end of the school year, if possible, or within forty-five (45) calendar days of the start of the next school year.
Upon referral, the student's principal (or his/her designee) shall convene an acceleration evaluation committee to determine the appropriateness of early high school graduation for the student. The committee shall include the following:

A. a parent/legal guardian of the referred student
B. a gifted education coordinator or gifted intervention specialist, or, if neither is available, a school psychologist or guidance counselor with expertise in early high school graduation
C. a principal or assistant principal from the student's current school
D. a current teacher of the referred student

The acceleration evaluation committee shall be responsible for conducting a fair and thorough evaluation of the student.

Students referred for early high school graduation shall be evaluated based on past academic performance, measures of achievement based on State academic content standards, and successful completion of State mandated graduation requirements. The acceleration evaluation committee will consider the student's own thoughts on possible accelerated placement in its deliberations.

The acceleration evaluation committee shall issue a written decision on the outcome of the evaluation process to the principal and the student's parent/guardian. This notification shall include instructions for appealing the decision.

Appeals must be made in writing to the Superintendent within thirty (30) calendar days of the parent/guardian receiving the committee's decision. The Superintendent or his/her designee shall review the appeal and notify the parent/guardian of his/her final decision within thirty (30) [not to exceed thirty (30)] calendar days of receiving the appeal. The Superintendent or his/her designee's decision shall be final.

If the student is recommended for early high school graduation, the acceleration evaluation committee will develop a written acceleration plan designed to allow the student to complete high school graduation requirements on an accelerated basis. The plan may include the provision of educational options in accordance with A.C. 3301-35-05(G), waiving District graduation requirements that exceed those by the State, and early promotion to a higher grade level to allow the student to take end-of-course examinations or other required State tests.

A staff member will be assigned to oversee implementation of the written acceleration plan and to monitor the adjustment of the student to the accelerated setting.

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Legal

R.C. 3324.10
Hazing activities of any type are inconsistent with and disruptive to the educational process, and prohibited at any time in school facilities, on school property, and/or off school property if the misconduct is connected to or associated with Board-sponsored activities (e.g., extracurricular teams, clubs, or groups) or incidents that have occurred on school property. No administrator, employee, faculty member, teacher, consultant, alumnus, or volunteer of the District shall encourage, permit, authorize, condone, or tolerate any hazing activities. The preceding prohibition includes recklessly permitting the hazing of any person associated with the District. Additionally, no student shall plan, encourage, or engage in any hazing.

Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any class, team, or organization or any act to continue or reinstate membership in or affiliation with any class, team, or organization that causes or creates a substantial risk of causing mental or physical harm to any person, including coercing another to consume alcohol or a drug of abuse. No person shall recklessly participate in the hazing of another. Permission, consent, or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in this policy.

Administrators, employees, faculty members, teachers of the District shall be alerted to possible situations, circumstances, or events that might include hazing. If hazing or planned hazing is discovered, the students involved shall be informed by the discoverer of the prohibitions contained in this policy and shall be ordered to end all hazing activities or planned activities immediately. All hazing incidents shall be reported immediately to the Superintendent. Additionally, no administrator, employee, faculty member, teacher, consultant, alumnus, or volunteer of the District who is acting in an official and professional capacity shall recklessly fail to immediately report the knowledge of hazing to a law enforcement agency in the county in which the victim of hazing resides or in which the hazing is occurring or has occurred. Students, administrators, employees, faculty members, and teachers who fail to abide by this policy may be subject to disciplinary action and may be held personally liable for civil and criminal penalties in accordance with law. (X) Likewise, (X) consultants, (X) alumni, and (X) volunteers associated with the District who fail to abide by this policy may be prohibited from continuing their involvement and/or participation in activities associated with the District and may be held personally liable for civil and criminal penalties in accordance with law.

The Superintendent shall distribute this policy to all students, Board employees, consultants, and volunteers, and shall incorporate it into building, staff, and student handbooks. It shall also be posted on the District’s website. This policy shall be the subject of discussion at employee staff meetings or in-service programs.

Board employees, (X) consultants, and volunteers shall not intentionally remain ignorant of hazing or potential hazing activities.
Hazing activities of any type are inconsistent with and disruptive to the educational process, and prohibited at any time in school facilities, on school property, and/or off school property if the misconduct is connected to activities or incidents that have occurred on school property. No administrator, faculty member, or other Board of Education employee shall encourage, permit, authorize, condone, or tolerate any hazing activities. No student shall plan, encourage, or engage in any hazing.

Hazing is defined as performing any act or coercing another, including the victim, to perform any act of initiation into any class, team, or organization that causes or creates a substantial risk of causing mental or physical harm. Permission, consent, or assumption of risk by an individual subjected to hazing shall not lessen the prohibitions contained in this policy.

Administrators, faculty members, and other employees of the Board shall be alert to possible situations, circumstances, or events that might include hazing. If hazing or planned hazing is discovered, the students involved shall be informed by the discoverer of the prohibitions contained in this policy and shall be ordered to end all hazing activities or planned activities immediately. All hazing incidents shall be reported immediately to the Superintendent. Students, administrators, faculty members, and other employees who fail to abide by this policy may be subject to disciplinary action and may be held personally liable for civil and criminal penalties in accordance with law.

Notice of this policy will be annually circulated to and posted in conspicuous locations in all school buildings and departments within the District and discussed with students, as well as incorporated into the teacher, student, and parent/guardian handbooks. All new hires will be required to review and sign-off on this policy.

Administrators, staff members, and volunteers shall not intentionally remain ignorant of hazing or potential hazing activities.

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Legal R.C. 2307.44, 2903.31, 2903.311, 3313.661
6114 - COST PRINCIPLES - SPENDING FEDERAL FUNDS

The Superintendent is responsible for the efficient and effective administration of grant funds through the application of sound management practices. Such funds shall be administered in a manner consistent with all applicable Federal, State and local laws, the associated agreements/assurances, program objectives and the specific terms and conditions of the grant award.

Cost Principles

Except where otherwise authorized by statute, costs shall meet the following general criteria in order to be allowable under Federal awards:

A. Be necessary and reasonable for proper and efficient performance and administration of the Federal award and be allocable thereto under these principles.

To determine whether a cost is reasonable, consideration shall be given to:

1. whether a cost is a type generally recognized as ordinary and necessary for the operation of the District or the proper and efficient performance of the Federal award;

2. the restraints or requirements imposed by such factors as sound business practices, arm's length bargaining, Federal, State, local, tribal and other laws and regulations;

3. market prices for comparable goods or services for the geographic area;

4. whether the individuals concerned acted with prudence in the circumstances considering their responsibilities; and

5. whether the cost represents any significant deviation from the established practices or Board of Education policy which may unreasonably increase the expense.

While Federal regulations do not provide specific descriptions of what satisfies the "necessary" element beyond its inclusion in the reasonableness analysis above, whether a cost is necessary is determined based on the needs of the program. Specifically, the expenditure must be necessary to achieve an important program objective. A key aspect in determining whether a cost is necessary is whether the District can demonstrate that the cost addresses an existing need, and can prove it.

When determining whether a cost is necessary, consideration may be given to whether:

1. the cost is needed for the proper and efficient performance of the grant program;

2. the cost is identified in the approved budget or application;
3. there is an educational benefit associated with the cost;

4. the cost aligns with identified needs based on results and findings from a needs assessment;

5. the cost addresses program goals and objectives and is based on program data.

A cost is allocable to the Federal award if the goods or services involved are chargeable or assignable to the Federal award in accordance with the relative benefit received. This standard is met if the cost is incurred specifically for the Federal award; benefits both the Federal award and other work of the District and can be distributed in proportions that may be approximated using reasonable methods; and is necessary to the overall operation of the District and is assignable to the Federal award in accordance with cost principles mentioned here.

B. Conform to any limitations or exclusions set forth in the cost principles in Part 200 or in the terms and conditions of the Federal award.

C. Be consistent with policies and procedures that apply uniformly to both Federally-financed and other activities of the District.

D. Be accorded consistent treatment. A cost cannot be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to a Federal award as an indirect cost under another award.

E. Be determined in accordance with generally accepted accounting principles.

F. Be representative of actual cost, net of all applicable credits or offsets.

The term "applicable credits" refers to those receipts or reductions of expenditures that operate to offset or reduce expense items allocable to the Federal award. Typical examples of such transactions are: purchase discounts; rebates or allowances; recoveries or indemnities on losses; and adjustments of overpayments or erroneous charges. To the extent that such credits accruing to or received by the State relate to the Federal award, they shall be credited to the Federal award, either as a cost reduction or a cash refund, as appropriate.

G. Be not included as a match or cost-share, unless the specific Federal program authorizes Federal costs to be treated as such.

H. Be adequately documented:

1. in the case of personal services, the Superintendent shall implement a system for District personnel to account for time and efforts expended on grant-funded programs to assure that only permissible personnel expenses are allocated;

2. in the case of other costs, all receipts and other invoice materials shall be retained, along with any documentation identifying the need and purpose for such expenditure if not otherwise clear.

I. Be incurred during the approved budget period.

The budget period means the time interval from the start date of a funded portion of an award to the end date of that funded portion during which recipients are authorized to carry out authorized work and expend the funds awarded, including any funds carried forward or other revisions pursuant to the law. Prior written approval from the Federal awarding agency or State pass-through entity may be required to carry forward unobligated balances to subsequent budget periods, unless waived.

**Selected Items of Cost**

The District shall follow the rules for selected items of cost at 2 C.F.R. Part 200, Subpart E when charging these specific expenditures to a Federal grant. When applicable, District staff shall check costs against the selected items of cost requirements to ensure the cost is allowable. In addition, State, District and program-specific rules, including the terms and conditions of the award, may deem a cost as unallowable and District personnel shall follow those rules as well.

**The following rules of allowability must apply to equipment and other capital expenditures:**

A. **Capital expenditures for general purpose equipment, buildings, and land are unallowable as direct charges, except with the prior written approval of the Federal awarding agency or pass-through entity.**
B. Capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of $5,000 or more have the prior written approval of the Federal awarding agency or pass-through entity.

C. Capital expenditures for improvements to land, buildings, or equipment which materially increase their value or useful life are unallowable as a direct cost except with the prior written approval of the Federal awarding agency, or pass-through entity.

D. Allowability of depreciation on buildings, capital improvements, and equipment shall be in accordance with 2 CFR 200.436 and 2 CFR 200.485.

E. When approved as a direct cost by the Federal awarding agency or pass-through entity under Sections A - C, capital expenditures will be charged in the period in which the expenditure is incurred, or as otherwise determined appropriate and negotiated with the Federal awarding agency.

F. If the District is instructed by the Federal awarding agency to otherwise dispose of or transfer the equipment, the costs of such disposal or transfer are allowable.

Cost Compliance

The Superintendent shall require that grant program funds are expended and are accounted for consistent with the requirements of the specific program and as identified in the grant application. Compliance monitoring includes accounting for direct or indirect costs and reporting them as permitted or required by each grant. Costs incurred for the same purpose in like circumstances shall be treated consistently as either direct or indirect costs, but may not be double charged or inconsistently charged as both.

Determining Whether a Cost is Direct or Indirect:

A. Direct costs are those costs that can be identified specifically with a particular final cost objective, such as a Federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy.

These costs may include: salaries and fringe benefits of employees working directly on a grant-funded project; purchased services contracted for performance under the grant; travel of employees working directly on a grant-funded project; materials, supplies, and equipment purchased for use on a specific grant; program evaluation costs or other institutional service operations; and infrastructure costs directly attributable to the program (such as long-distance telephone calls specific to the program, etc.). Direct costs may also include capital expenditures if approved by the Federal awarding agency or pass-through entity, as well as capital expenditures for special purpose equipment with a unit cost of less than $5,000.

B. Indirect costs are those that have been incurred for a common or joint purpose benefitting more than one (1) cost objective, and not readily assignable to the cost objectives specifically benefited, without effort disproportionate to the results achieved. Costs incurred for the same purpose in like circumstances shall be treated consistently as either direct or indirect costs.

These costs may include: general data processing, human resources, utility costs, maintenance, accounting, etc.

Federal education programs with supplement not supplant provisions must use a restricted indirect cost rate. In a restricted rate, indirect costs are limited to general management costs. General management costs do not include divisional administration that is limited to one (1) component of the District, the governing body of the District, compensation of the Superintendent, compensation of the chief executive officer of any component of the District, and operation of the immediate offices of these officers.

The salaries of administrative and clerical staff should normally be treated as indirect costs. Direct charging of these costs may be appropriate only if all of the following conditions are met:

1. Administrative or clerical services are integral to a project or activity.
2. Individuals involved can be specifically identified with the project or activity.
3. Such costs are explicitly included in the budget or have the prior written approval of the Federal awarding agency.
4. The costs are not also recovered as indirect costs.
Where a Federal program has a specific cap on the percentage of administrative costs that may be charged to a grant, that cap shall include all direct administrative charges as well as any recovered indirect charges.

Effort should be given to identify costs as direct costs whenever practical, but allocation of indirect costs may be used where not prohibited and where indirect cost allocation is approved ahead of time by the Ohio Department of Education ("ODE") or the pass-through entity (Federal funds subject to 2 C.F.R. Part 200 pertaining to determining indirect cost allocation).

**Equipment and other capital expenditures are unallowable as indirect costs.**

**Timely Obligation of Funds**

Financial obligations are orders placed for property and services, contracts and subawards made, and similar transactions that require payment. This term is used when referencing a recipient’s or subrecipient’s use of funds under a Federal award.

The following table illustrates when funds are determined to be obligated under the U.S. Department of Education regulations:

If the obligation is for:

A. Acquisition of property - on the date which the District makes a binding written commitment to acquire the property.

B. Personal services by an employee of the District - when the services are performed.

C. Personal services by a contractor who is not an employee of the District - on the date which the District makes a binding written commitment to obtain the services.

D. Performance of work other than personal services - on the date when the District makes a binding written commitment to obtain the work.

E. Public utility services - when the District receives the services.

F. Travel - when the travel is taken.

G. Rental of property - when the District uses the property.

H. A pre-agreement cost that was properly approved by the Secretary under the cost principles in 2 C.F.R. Part 200, Subpart E - Cost Principles - on the first day of the project period.

**Period of Performance**

All financial obligations must occur during the period of performance. Period of performance means the total estimated time interval between the start of an initial Federal award when the District is permitted to carry out the work authorized by the grant and the planned end date. The period of performance may include one or more funded portions or budget periods. The period of performance is dictated by statute and will be indicated in the Grant Award Notification ("GAN"). As a general rule, State-administered Federal funds are available for obligation within the year that Congress appropriates the funds for. However, the unique nature of educational institutions, for many Federal education grants, the period of performance is twenty-seven (27) months. This maximum period includes a fifteen (15) month period of initial availability, plus a twelve (12) month period for carryover. For direct grants, the period of performance is generally identified in the GAN.

In the case of a State-administered grant, financial obligations under a grant may not be made until the application is approved or is in substantially approvable form, whichever is later. In the case of a direct grant, a grantee may use grant funds only for obligations it makes during the grant period, unless an agreement exists with the awarding agency or the pass-through entity (e.g., ODE) to reimburse for pre-approval expenses.

If a Federal awarding agency or pass-through entity approves an extension, or if the District extends under C.F.R. 200.308(e)(2), the Period of Performance will be amended to end at the completion of the extension. If a termination occurs, the Period of Performance will be amended to end upon the effective date of termination. If a renewal is issued, a distinct Period of Performance will begin.

For both State-administered and direct grants, regardless of the period of availability, the District shall liquidate all financial obligations incurred under the award not later than ninety (90) days after the end of the funding period unless an extension is authorized. Any funds not obligated within the period of performance or liquidated within the appropriate timeframe are said to lapse and shall be returned to the awarding agency. Consequently, the District shall closely monitor grant spending throughout the grant period.
2 C.F.R. 200.344(b), 200.403-.407, 200.413(a)-(c), 200.430(a), 200.439(b)(2), 200.431(a)
34 C.F.R. 76.707-.708(a), 75.703
2 C.F.R. 200.458
8330 - STUDENT RECORDS

In order to provide appropriate educational services and programming, the Board of Education must collect, retain, and use information about individual students. Simultaneously, the Board recognizes the need to safeguard students' privacy and restrict access to students' personally identifiable information.

Student "personally identifiable information" ("PII") includes, but is not limited to: the student's name; the name of the student's parent or other family members; the address of the student or student's family; a personal identifier, such as the student's social security number, student number, or biometric record; other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name; other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or information requested by a person who the District reasonably believes knows the identity of the student to whom the education record relates.

The Board is responsible for the records of all students who attend or have attended schools in this District. Only records mandated by the State or Federal government and/or necessary and relevant to the function of the School District or specifically permitted by this Board will be compiled by Board employees.

In all cases, permitted, narrative information in student records shall be objectively-based on the personal observation or knowledge of the originator.

Student records shall be available only to students and their parents, eligible students, designated school officials who have a legitimate educational interest in the information, or to other individuals or organizations as permitted by law.

The term "parents" includes legal guardians or other persons standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child). The term "eligible student" refers to a student who is eighteen (18) years of age or older, or a student of any age who is enrolled in a postsecondary institution.

Both parents shall have equal access to student records unless stipulated otherwise by court order or law. In the case of eligible students, parents may be allowed access to the records without the student's consent, provided the student is considered a dependent under section 152 of the Internal Revenue Code.

A school official is a person employed by the Board as an administrator, supervisor, teacher/instructor (including substitutes), or support staff member (including health or medical staff and law enforcement unit personnel); and a person serving on the Board. The Board further designates the following individuals and entities as "school officials" for the purpose of FERPA:

A. persons companies with whom the Board has contracted to perform a specific task (such as an attorney, auditor, insurance representative, or medical consultant), and

B. contractors, consultants, volunteers or other parties to whom the Board has outsourced a service or function otherwise performed by the Board employees (e.g. a therapist, authorized information technology (IT) staff, and approved online
educational service providers)

The above-identified outside parties must (a) perform institutional services or functions for which the Board would otherwise use its employees, (b) be under the direct control of the Board with respect to the use and maintenance of education records, and (c) be subject to the requirements of 34 C.F.R. 99.33(a) governing the use and re-disclosure of PII from education records.

Finally, a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks (including volunteers) is also considered a "school official" for purposes of FERPA provided s/he meets the above-referenced criteria applicable to other outside parties.

"Legitimate educational interest" is defined as a "direct or delegated responsibility for helping the student achieve one (1) or more of the educational goals of the District" or if the record is necessary in order for the school official to perform an administrative, supervisory, or instructional task or to perform a service or benefit for the student or the student's family. The Board directs that reasonable and appropriate methods (including but not limited to physical and/or technological access controls) are utilized to control access to student records and to make certain that school officials obtain access to only those education records in which they have legitimate educational interest.

The Board authorizes the administration to:

A. forward student records, including disciplinary records with respect to suspensions and expulsions, upon request to a private or public school or school district in which a student of this District is enrolled, seeks or intends to enroll, or is instructed to enroll, on a full-time or part-time basis, upon condition that:

1. a reasonable attempt is made to notify the student's parent or eligible student of the transfer (unless the disclosure is initiated by the parent or eligible student, or the Board's annual notification - Form 8330 F9 - includes a notice that the Board will forward education records to other agencies or institutions that have requested the records and in which the student seeks or intends to enroll or is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer);

2. the parent or eligible student, upon request, receives a copy of the record; and

3. the parent or eligible student, upon request, has an opportunity for a hearing to challenge the content of the record;

B. forward student records, including disciplinary records with respect to suspensions and expulsions, upon request to a juvenile detention facility in which the student has been placed, or a juvenile court that has taken jurisdiction of the student;

C. forward student records, including disciplinary records with respect to suspensions and expulsions, upon request to a public school or school district in which a student in foster care is enrolled,

Such records shall be transferred within one (1) school day of the enrolling school's request;

D. provide "personally-identifiable" information to appropriate parties, including parents of an eligible student, whose knowledge of the information is necessary to protect the health or safety of the student or other individuals, if there is an articulable and significant threat to the health or safety of a student or other individuals, considering the totality of the circumstances;

E. report a crime committed by a child to appropriate authorities, and, with respect to reporting a crime committed by a student with a disability, to transmit copies of the student's special education and disciplinary records to the authorities for their consideration;

F. release de-identified records and information in accordance with Federal regulations;

G. disclose personally identifiable information from education records, without consent, to organizations conducting studies "for, or on behalf of" the District for purposes of developing, validating or administering predicitve tests, administering student aid programs, or improving instruction;

Information disclosed under this exception must be protected so that students and parents cannot be personally identified by anyone other than representative of the organization conducting the study, and must be destroyed when no longer needed for the study. In order to release information under this provision, the District will enter into a written agreement with the recipient organization that specifies the purpose of the study. (See Form 8330 F14.) Further, the following personally identifiable information will not be disclosed to any entity: a student or his/her family member's social security number(s); religion; political party affiliation; voting history; or biometric information.

This written agreement must include: (1) specification of the purpose, scope, duration of the study, and the information to be disclosed; (2) a statement requiring the organization to use the personally identifiable information only to meet the purpose.
of the study; (3) a statement requiring the organization to prohibit personal identification of parents and students by anyone other than a representative of the organization with legitimate interests; and (4) a requirement that the organization destroy all personally identifiable information when it is no longer needed for the study, along with a specific time period in which the information must be destroyed.

While the disclosure of personally identifiable information (other than social security numbers, religion, political party affiliation, voting record, or biometric information) is allowed under this exception, it is recommended that de-identified information be used whenever possible. This reduces the risk of unauthorized disclosure.

H. disclose personally identifiable information from education records without consent, to authorized representatives of the Comptroller General, the Attorney General, and the Secretary of Education, as well as State and local educational authorities;

The disclosed records must be used to audit or evaluate a Federal or State supported education program, or to enforce or comply with Federal requirements related to those education programs. A written agreement between the parties is required under this exception. (See Form 8330 F16)

This written agreement must include: (1) designation of the receiving entity as an authorized representative; (2) specification of the information to be disclosed; (3) specification that the purpose of the disclosure is to carry out an audit or evaluation of a government-supported educational program or to enforce or comply with the program's legal requirements; (4) a summary of the activity that includes a description of methodology and an explanation of why personally identifiable information is necessary to accomplish the activity; (5) a statement requiring the organization to destroy all personally identifiable information when it is no longer needed for the study, along with a specific time period in which the information must be destroyed; and (6) a statement of policies and procedures that will protect personally identifiable information from further disclosure or unauthorized use.

Under the audit exception, the District will use reasonable methods to verify that the authorized representative complies with FERPA regulations. Specifically, the District will verify, to the greatest extent practical, that the personally identifiable information is used only for the audit; evaluation or enforcement of a government-supported educational program. The District will also ascertain the legitimacy of the audit or evaluation and will only disclose the specific records that the authorized representative needs. Further, the District will require the authorized representative to use the records only for the specified purpose and not to disclose the information any further, such as for another audit or evaluation. Finally, the District will verify that the information is destroyed when no longer needed for the audit, evaluation or compliance activity.

I. request each person or party requesting access to a student's record to abide by Federal regulations and State laws concerning the disclosure of information.

The Board will comply with a legitimate request for access to a student's records within a reasonable period of time but not more than forty-five (45) days after receiving the request or within such shorter period as may be applicable to students with disabilities. Upon the request of the viewer, a record shall be reproduced, unless said record is copyrighted, or otherwise restricted, and the viewer may be charged a fee equivalent to the cost of handling and reproduction. Based upon reasonable requests, viewers of education records will receive explanation and interpretation of the records.

The Board shall maintain a record of each request for access and each disclosure of personally identifiable information. Such disclosure records will indicate the student, person viewing the record, their legitimate interest in the information, information disclosed, date of disclosure, and date parental/eligible student consent was obtained (if required).

Only "directory Information" regarding a student shall be released to any person or party, other than the student or his/her parent, without the written consent of the parent, or, if the student is an eligible student, without the written consent of the student, except to those persons or parties stipulated by the Board's policy and administrative guidelines and/or those specified in the law.

DIRECTORY INFORMATION

Each year the Superintendent shall provide public notice to students and their parents of the District's intent to make available, upon request, certain information known as "directory information." The Board designates as student "directory information": a student's name; address; telephone number; date and place of birth; major field of study; participation in officially-recognized activities and sports; height and weight, if a member of an athletic team; dates of attendance; date of graduation; or awards received.

The Board designates school-assigned e-mail accounts as "directory information" for the limited purpose of facilitating students' registration for access to various online educational services, including mobile applications/apps that will be utilized by the student for educational purposes and for inclusion in internal e-mail address books.

School-assigned e-mail accounts shall not be released as directory information beyond this/these limited purpose(s) and to any person or entity but the specific online educational service provider ( ) and internal users of the District's Education Technology.
Directory information shall not be provided to any organization for profit-making purposes.

Parents and eligible students may refuse to allow the Board to disclose any or all of such "directory information" upon written notification to the Board within ten (10) days after receipt of the Superintendent's annual public notice.

In accordance with Federal and State law, the Board shall release the names, addresses, District-assigned e-mail addresses (if available), and telephone listings of secondary students to a recruiting officer for any branch of the United States Armed Forces or an institution of higher education who requests such information. A secondary school student or parent of the student may request in writing that the student's name, address, District-assigned e-mail address (if available), and telephone listing not be released without prior consent of the parent(s)/eligible student. The recruiting officer is to sign a form indicating that "any information received by the recruiting officer shall be used solely for the purpose of informing students about military service and shall not be released to any person other than individuals within the recruiting services of the Armed Forces." The Superintendent is authorized to charge mailing fees for providing this information to a recruiting officer.

Whenever consent of the parent(s)/eligible student is required for the inspection and/or release of a student's health or education records or for the release of "directory information," either parent may provide such consent unless agreed to otherwise in writing by both parents or specifically stated by court order. If the student is under the guardianship of an institution, the Superintendent shall appoint a person who has no conflicting interest to provide such written consent.

The Board may disclose "directory information," on former students without student or parental consent, unless the parent or eligible student previously submitted a request that such information not be disclosed without their prior written consent.

The Board shall not permit the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).

INSPECTION OF INFORMATION COLLECTION INSTRUMENT

The parent of a student or an eligible student has the right to inspect upon request any instrument used in the collection of personal information before the instrument is administered or distributed to a student. Personal information for this section is defined as individually identifiable information including a student or parent's first and last name, a home or other physical address (including street name and the name of the city or town), a telephone number, or a Social Security identification number. In order to review the instrument, the parent or eligible student must submit a written request to the building principal at least ten (10) business days before the scheduled date of the activity. The instrument will be provided to the parent or eligible student within ten (10) business days of the principal receiving the request.

The Superintendent shall directly notify the parent(s) of a student and eligible students, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when such activities are scheduled or expected to be scheduled.

This section does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:

A. college or other postsecondary education recruitment, or military recruitment

B. book clubs, magazine, and programs providing access to low-cost literary products

C. curriculum and instructional materials used by elementary and secondary schools

D. tests and assessments used by elementary and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments

E. the sale by students of products or services to raise funds for school-related or education-related activities

F. student recognition programs

The Superintendent is directed to prepare administrative guidelines so that students and parents are adequately informed each year regarding their rights to:

A. inspect and review the student’s education records;

B. request amendments if the parent believes the record is inaccurate, misleading, or violates the student's privacy rights;
C. consent to disclosures of personally-identifiable information contained in the student's education records, except to those disclosures allowed by the law;

D. challenge Board noncompliance with a parent's request to amend the records through a hearing;

E. file a complaint with the United States Department of Education;

F. obtain a copy of the Board's policy and administrative guidelines on student records.

The Superintendent shall also develop procedural guidelines for:

A. the proper storage and retention of records including a list of the type and location of records;

B. informing Board employees of the Federal and State laws concerning student records.

The Board authorizes the use of the microfilm process or electromagnetic processes of reproduction for the recording, filing, maintaining, and preserving of records.

No liability shall attach to any member, officer, or employee of this Board as a consequence of permitting access or furnishing student records in accordance with this policy and regulations.

Any entity receiving personally identifiable information pursuant to a study, audit, evaluation or enforcement/compliance activity must comply with all FERPA regulations. Further, such an entity must enter into a written contract with the Board of Education delineating its responsibilities in safeguarding the disclosed information. Specifically, the entity must demonstrate the existence of a sound data security plan or data stewardship program, and must also provide assurances that the personally identifiable information will not be redisclosed without prior authorization from the Board. Further, the entity conducting the study, audit, evaluation or enforcement/compliance activity is required to destroy the disclosed information once it is no longer needed or when the timeframe for the activity has ended, as specified in its written agreement with the Board of Education. See Form B330 F14 and Form B330 F16 for additional contract requirements.

SAFE AT HOME/ADDRESS CONFIDENTIALITY PROGRAM

If a parent (or adult student), presents information to the District certifying that the parent (or adult student), his/her child, or a member of the parent's household is a participant in the Safe at Home/Address Confidentiality Program administered by the Secretary of State, the Board shall refrain from including the student's actual/confidential residential address in any student records or files (including electronic records and files) or disclosing the student's actual/confidential residential address when releasing student records. Since student records are available to non-custodial parents, designated school officials who have a legitimate educational interest in the information, and other individuals or organizations as permitted by law (including the public in some situations), the Board shall only list the address designated by the Secretary of State to serve as the student's address in any student records or files, including electronic records and files. Further, the Board shall use the student's designated address for any and all communications and correspondence between the Board and the parent(s) of the student (or adult student). The student's actual/confidential residential address shall be maintained in a separate confidential file that is not accessible to the public or any employees without a legitimate purpose.

Although the student's actual/confidential address will not be available for release as directory information, the parent (or adult student) may also request that the student's name and telephone number be withheld from any release of directory information. Additionally, if applicable, the student's parent's school, institution of higher education, business, or place of employment (as specified on an application to be a program participant or on a notice of change of name or address) shall be maintained in a confidential manner.

If a non-custodial parent presents a subpoena or court order stating that such should be provided with copies or access to a student's records, the District will redact the student's confidential address and telephone number from the student's records before complying with the order or subpoena. The District will also notify the custodial/residential parent of the release of student records in accordance with the order or subpoena.

The intentional disclosure of student's actual/confidential residential address is prohibited. Any violations could result in disciplinary action or criminal prosecution.
Legal

R.C. 149.11, 149.43, 1347 et seq., 3313.33, 3319.321
R.C. 9.01, 111.41, 111.42, 111.43, 111.46, 111.47, 111.99
34 C.F.R. Part 99
20 U.S.C., Section 1232f through 1232i (FERPA)
26 U.S.C. 152
20 U.S.C. 1400 et seq., Individuals with Disabilities Education Improvement Act
20 U.S.C. 7165(b)
20 U.S.C. 7908
8462 - STUDENT ABUSE AND NEGLECT

The Board of Education is concerned with the physical and mental well-being of the students of this District and will cooperate in the identification and reporting of cases of child abuse or neglect in accordance with law.

Every Board official and employee who, in connection with his/her position, knows or suspects child abuse or neglect must immediately report that knowledge or suspicion to a public children's services or local law enforcement agency. Such reporting shall be required in every case that reasonably indicates that a child under the age of eighteen (18) or a physically or mentally disabled child under the age of twenty-one (21) has been abused (physically or mentally) or neglected or faces the threat of being abused or neglected.

The Board official and employee making the report shall also notify the appropriate administrator according to the District's Reporting Procedure for Student Abuse or Neglect and shall secure prompt medical attention to any such injuries reported.

Each principal should be mindful of the possibility of physical or mental abuse being inflicted on a student by an employee. Any such instances, whether real or alleged, should be dealt with in accordance with the administrative guidelines established by the Superintendent. Board officials and employees must report suspected abuse to a public children's services or local law enforcement agency even when the suspected abuser is another official or employee.

The identity of the reporting person shall be confidential, subject only to disclosure by consent or court order. Information concerning alleged child abuse of a student is confidential information and is not to be shared with any unauthorized person. A staff member who violates this policy may be subject to disciplinary action and/or civil and/or criminal penalties.

In accordance with law, the Board will provide appropriate instruction on personal safety and assault prevention to all students in grades K-6. In order to develop programs that are appropriate and effective, the Superintendent is authorized to consult with public and/or private agencies or individuals involved in child abuse prevention and intervention. In addition, the Superintendent shall provide a program of in-service education for all nurses, teachers, counselors, school psychologists, mental health providers, and administrators who work in the District's elementary, middle, and high schools and any other personnel that the Board determines appropriate. The in-service education program will include school safety, violence prevention including human trafficking content, youth suicide awareness and prevention, prevention of child abuse, substance abuse, promotion of positive youth development, and a review of Policy 5517.01 - Bullying and Other Forms of Aggressive Behavior.

In addition, the Superintendent shall provide a program of in-service education for all nurses, teachers, counselors, school psychologists, mental health providers, and administrators who work in the District's elementary, middle, and high schools and any other personnel that the Board determines appropriate. The in-service education program will include school safety, violence prevention including human trafficking content, youth suicide awareness and prevention, prevention of child abuse, substance abuse, promotion of positive youth development, and a review of Policy 5517.01 - Bullying and Other Forms of Aggressive Behavior.

https://go.boarddocs.com/oh/young/Board.nsf/Private?open&login#
The Board shall adopt or adapt an evidence-based awareness and prevention curriculum approved by the Ohio Department of Education (ODE), or alternatively will utilize a suicide awareness and prevention curriculum that has been developed in consultation with public or private agencies/persons involved in youth suicide awareness and prevention and that has been approved by the ODE.

The in-service education provided to middle and high school employees shall include training in the prevention of dating violence.

All newly-employed mental health providers, teachers, counselors, school psychologists and administrators who work in the District’s elementary, middle and high schools shall complete at least four (4) hours of in-service training within two (2) years of the date of employment.

Additional training must occur every two (2) years thereafter for suicide awareness and prevention, and every five (5) years thereafter for school safety, violence prevention, prevention of child abuse, prevention of substance abuse and promotion of positive youth development.

The District shall be registered with the SaferOH tip line operated by the Department of Public Safety, or shall enter into an agreement with an anonymous reporting program selected by the Board that meets the requirements set forth in law (R.C. 3313.6610).

The District shall submit data to the Ohio Department of Education (ODE), in a manner prescribed by the Department, and to the Department of Public Safety at the end of the first full school year of the District's participation in the anonymous reporting program, and at the end of each school year thereafter, disaggregated by the school.

The data shall be considered records and are not public records under R.C. 149.433.

The Superintendent will promote and inform students about the selected program and its reporting methods.

A law enforcement officer or children’s services agency investigating child abuse or neglect may interview a student on school grounds only in accordance with Board Policy 5540.

Revised 3/27/07
Revised 5/12/09
Revised 2/9/10
Revised 2/14/11
Revised 6/26/12
Revised 10/8/13

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R.C. 149.433, 3319.321, 3313.6610

R.C. 2151.421, 3313.60, 3319.073

20 U.S.C. 1232g
8651 - NONROUTINE USE OF SCHOOL BUSES

The Board of Education will permit the school buses owned or leased by this District to be used for purposes other than regularly-scheduled routes to and from school in accordance with law and rules of the State, provided such trips do not interfere with routine school transportation services.

The nonroutine use of buses shall be defined for purposes of this policy as those uses which are specified in R.C. 3327.018 and A.C. 3301-83-16.

A. Use of Buses for School Activities

Buses operated on nonroutine trips involving school activities will be operated by the holder of a valid Ohio school bus driver’s license who has been approved by the Board. Drivers shall be selected for nonroutine trips by the Supervisor of Transportation on the basis of their knowledge, skill, and experience in operating a bus in the area to be traveled as well as their familiarity with the vehicle selected for use. The Superintendent shall require that nonroutine use of school buses shall include provision for insurance coverage and the requirement that chaperones accompany each school bus trip involving school-age passengers whose responsibility it will be to assist the staff member(s) in maintaining passenger control and in enforcing procedures for the safety of all passengers.

B. Use of Buses by Authorized Entities During Emergencies

The Board may enter into a written agreement with a local, State or Federal government entity or agency, or a public or private nonprofit entity to operate its buses for the purpose of assisting the entity in fulfillment of legitimate activities during times of emergency. The agreement shall not be considered commerce as defined under State and Federal law. All State Board of Education regulations governing the operation of school buses when transporting students shall apply during such use, including the requirement that drivers hold proper certification to drive a bus. The Board will procure liability and property damage insurance to cover all vehicles used and passengers transported under these agreements. The Board may seek reimbursement for the costs of nonroutine transportation, which will not exceed the cost of operation and insurance coverage.

https://go.boarddocs.com/oh/young/Board.nsf/Private?open&login#
Legal

R.C. 3327.018
A.C. 3301-83-16
8740 - BONDING

The Board of Education recognizes that prudent trusteeship of the resources of this District dictate that employees responsible for the safekeeping of District monies (X) and property be bonded, or alternatively be covered by an insurance policy issued by a Board-approved and accredited insurance carrier or joint self-insurance pool.

An insurance policy must cover the Board from losses caused by the fraudulent or dishonest actions of and the failure to perform a duty prescribed by law of the employee. Coverage must be equal to or greater than the amount required by the Board for a surety bond.

The District shall be indemnified against loss of money (X) and property by bonding of employees holding the positions and in the amounts determined by the Board or by providing adequate coverage through issuance of an insurance policy.

All other employees handling money shall be covered under a blanket bond or insurance policy to an amount determined by the Board.

The Board shall bear the cost of insuring or bonding each employee required to be covered bonded by this policy.

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R.C. 3.061

R.C. 3313.25, 3313.83, 5705.412
2413 - CAREER ADVISING

This policy has been developed as prescribed in R.C. 3313.6020 and the State Board of Education's Model Policy. This policy shall be updated at least once every two (2) years. The policy shall be made available to students, parents/guardians/custodians, and local postsecondary institutions, residents of the District, and shall be posted on the District web site.

Career advising is an integrated process that helps students understand how their personal interests, strengths and values might predict satisfaction and success in school and related career fields, as well as how to tie these interests and strengths to their academic and career goals. Students need to have access to comprehensive resources and support to prepare for their future success. Through relevant classroom instruction, career-related learning experiences, and a program of counseling and advising, students can discover their interests and explore academic and career pathway options.

The District’s Career Advising Plan shall include:

A. Grade-level examples that link students’ schoolwork to one (1) or more career field

B. Career advising to students in grades K-12, which includes age-appropriate activities and also includes creating and maintaining a Student Success Plan beginning in grade 6.

C. Additional interventions and career advising for students who are identified as at risk of dropping out of school.

D. Training for employees on how to advise students on career pathways, including training on advising students using the tools available in OhioMeansJobs K-12.

E. Multiple academic and career pathways through high school that students may choose to earn a high school diploma, including opportunities to earn industry-recognized credentials and postsecondary course credit.

F. Information on courses that can award students both traditional academic and career-technical credit.

G. Documentation on career advising provided for review by the student, student’s parent, guardian or custodian, and schools the student may attend in the future.

H. The supports necessary for students to have successful transitions from high school to their postsecondary destinations, including interventions and services for students in need of remediation in mathematics and English language arts.

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R.C. 3313.6020, Ohio Model Policy on Career Advising (ODE) (December 2014)
6144 - INVESTMENTS

The Board of Education authorizes the Treasurer to make investments of available monies from the funds of the District in securities authorized by State law. These shall include:

A. bonds, notes, or other obligations of or guaranteed by the United States, or those for which the faith of the United States is pledged for payment of principal and interest thereon but does not include stripped principal or interest obligations of such obligations;

B. bonds, notes, debentures, or any other obligations or securities directly issued by a Federal government agency or instrumentality;

C. interim deposits in Board-approved depositories;

D. bonds and other obligations of the State, or the political subdivisions of this state, provided that, with respect to bonds or other obligations of political subdivisions, all of the following apply the:

1. bonds or other obligations are payable from the political subdivision's general revenues and backed by the full faith and credit of the political subdivision

2. bonds or other obligations are rated, at the time of purchase, in the three (3) highest classifications established by at least one (1) nationally recognized standard rating service and purchased through a registered securities broker or dealer;

3. aggregate value of the bonds or other obligations does not exceed twenty percent (20%) of interim monies available for investment at the time of purchase, and

4. Treasurer is not the sole purchaser of the bonds or other obligations at original issuance, and

5. the bonds or other obligations mature within ten (10) years from the date of settlement;

E. no-load money market mutual funds consisting exclusively of obligations described in A. and B. above or repurchase agreements secured by such obligations, provided such investments are made only through eligible institutions authorized by R.C. 135.03;

F. the Ohio Subdivision Fund (STAR Ohio).
Under no circumstances may the Treasurer invest in a derivative as defined by the Revised Code, reverse repurchase agreements, or other funds prohibited by law. The Treasurer shall also not make investments which s/he does not reasonably believe can be held until the maturity date or leverage any investment.

No investment shall be made under division (D), as described above, unless the Treasurer has completed additional training that has been approved by the Treasurer of State and is either conducted by or provided under the supervision of the Treasurer of State.

The Treasurer is also authorized to enter into written repurchase agreements with any eligible institution in accordance with R.C. 135.03 provided that under the terms of the agreement the eligible institution agrees unconditionally to repurchase any of the securities listed in divisions (A) through (E), above. Such agreements may be either overnight or within a time not to exceed thirty (30) days and must comply with the requirements of R.C. 135.14(E).

Upon a two-thirds (2/3’s) vote of its members, the Board may authorize the Treasurer to invest up to a maximum of forty percent (40%) of the District’s interim funds in either of the following:

A. Commercial paper notes issued by a for-profit corporation, business trust or association, real estate investment trust, common-law trust, unincorporated business, or general or limited partnership which has assets exceeding $500,000,000. Such notes must:

1. be rated at the time of purchase in the highest classification established by at least two (2) nationally recognized standard rating services;

2. have an aggregate value that does not exceed ten percent (10%) of the outstanding commercial paper of the issuing entity;

3. mature not later than 270 days after purchase; and

4. be limited to the aggregate of five percent (5%) of interim monies available for investment at the time of purchase, when issued by a single issuer.

No investment shall be made under this provision unless the Treasurer has completed additional training that has been approved by the Treasurer of State and is either conducted by or provided under the supervision of the Treasurer of State.

B. Bankers acceptances of banks that are insured by the Federal Deposit Insurance Corporation (“FDIC”) and that matures no later than 180 days after purchase.

Except as provided in Section D above or as otherwise provided by law, investments made by the Treasurer must mature within five (5) years from the date of settlement, unless they are matched to a specific obligation or debt of the District.

The Treasurer shall prepare annually and submit to the Board, the Superintendent of Public Instruction, and the Auditor of State, on or before August 31st, a report listing each investment made pursuant to (A) and (B) above, during the preceding fiscal year, income earned from such investments, fees and commissions paid in connection with the investments, and any other information required by the Board, Superintendent, and the Auditor of State.

The purpose of the investments is to maximize the returns on the District’s excess cash balances consistent with safety of those monies and with the desired liquidity of the investments.

In making investments authorized by R.C. 135.14, the Treasurer may retain the services of an investment advisor, provided the advisor is licensed by the Division of Securities under R.C. 1707.141, or is registered with the Securities and Exchange Commission and possesses experience in public funds investment management, specifically in the area of State and local government investment portfolios, or the advisor is an eligible institution in accordance with R.C. 135.03.

Whenever the Treasurer classifies public money as interim funds, the Treasurer must notify the Board within thirty (30) days. If the Board does not agree with the Treasurer’s classification or investment(s), the Board may order the Treasurer to sell or liquidate any investment(s) or deposits. The Board’s order will specifically describe the investment(s) or deposit(s) and fix the date upon which they are to be sold or liquidated for cash at the current market price. Neither the Treasurer nor the members of the Board will be held accountable for any loss occasioned by sales or liquidations of investment(s) or deposit(s) at prices lower than their cost. Any loss or expense incurred in making such sales or liquidation is payable as other expenses of the Treasurer’s office.

Unless the District’s annual portfolio of investments is $100,000 or less, the Treasurer must place on file with the Auditor of State a written investment policy that has been approved by the Board of Education and signed by all entities conducting investment business with the Board. Earnings on an investment may become a part of the fund from which the investment was made, unless otherwise specified by law.
The Treasurer, acting in accord with the law, may withdraw funds from approved public depositories or sell negotiable instruments prior to maturity.

Provided the Board has no outstanding obligation(s) with respect to a loan received under the authority of R.C. 3313.483, the Treasurer of State and the Board issuing obligations under R.C. Chapter 133 that mature within one (1) year from the original date of issuance may enter into an agreement providing for:

A. the purchase of those obligations by the Treasurer of State on terms and subject to conditions set forth in the agreement;

B. the payment by the Board to the Treasurer of State of a reasonable fee as consideration for the agreement of the Treasurer of State to purchase those obligations.

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R.C. 133.23, 135.01-.21, 135.22, 135.45, 135.142, 3317.06, 3315.01, 3315.40, 5705.10
5113.01 - INTRA-DISTRICT OPEN ENROLLMENT

The Board of Education shall permit any eligible, elementary, middle, or high school student in the District to apply for enrollment in any District program or school, providing the student's application meets the requirements of the State and the conditions established in District guidelines.

The following definitions shall apply:

**Home School**

The school to which the student has been assigned prior to any request for transfer.

**Open Enrollment**

State-mandated options, policies, and regulations concerning the Board's authority to adopt resolutions regarding Intra-district and Inter-district enrollment policies and guidelines. Intra-district open enrollment permits the admission of students to any appropriate school or program in the District.

**Home-School Student**

A District student who resides in the home-school attendance area.

**Nonhome-School Student**

A District student who enrolls (seeks to enroll) in a program or school in another attendance area within the District.

**Program**

Any one of the specific course offerings of this District.

**Program Size**

The restrictions on a number of students in a program due to circumstances unique to that specific program, a collectively-bargained, negotiated agreement, or financial or operating conditions of the District.

**Racial Balance**

"Racial" refers to minorities classified as Afro-American, Asian-American, Hispanic-American, or Native-American students. "Balance" refers to the percentage of "racial" students in a District program, classroom, or school.
A racially isolated building refers to a School District building in which the racial composition of the students varies significantly from the overall racial composition of the School District.

**Maintaining Appropriate Racial Balance**

Given our diverse society and the importance of preparing students for education, work, and citizenship, the Board is committed to providing students with equal educational opportunities, promoting educational diversity in the District, and providing students with the educational benefits of a diverse student body. To that end, the Board/Administration will give individual consideration to each applicant seeking enrollment under this policy, so that all factors that may contribute to student body diversity are meaningfully considered in admissions decisions. It is the intent of the Board to maintain an appropriate racial balance as required by law.

**[x] OPTION #2**

The Superintendent shall consult with legal counsel to determine the appropriate steps that should be taken, including, but not limited to, any necessary policy revisions and other actions necessary to comply with State and Federal law. (i.e., to appropriately apply the requirements of maintaining appropriate racial balance to the racially isolated building(s) in the District). The Superintendent shall then make the appropriate recommendations to the Board.

**Negatively-Impacted-Racial-Balance**

Any school, classroom, or program that has a minority student population of less than fifteen percent (15%) or more than forty-five percent (45%) is considered racially isolated. If a nonminority student in such a school, classroom, or program seeks enrollment in a District program, the racial balance is negatively impacted and the admission is to be denied on that ground. The application is also denied if the transfer of the nonminority student creates a racially isolated school, classroom, or program.

The Superintendent shall prepare guidelines for the implementation of this policy in ways that comply with relevant State laws and guidelines and establish procedures that provide for the following:

A. Nondiscrimination on the basis of grade level, including preschool disabled; academic ability; English language proficiency; or any level of artistic, athletic, or extra-curricular skills. A student's application cannot be denied because of disciplinary action in his/her home school, except for a suspension or expulsion for ten (10) days or more that occurs in the current semester or the semester immediately preceding the application.

B. Application procedures including the criteria by which applications from non-home-school students shall be reviewed and prioritized. Home-school students shall be given priority over nonhome-school students. Further, a student shall submit an application only if s/he wishes to attend an alternate school in the District.

C. Maintenance of appropriate racial balance in District schools, classrooms, and programs.

D. Communications with applicants and their parents concerning this policy and the District's guidelines, including the timelines for application and notification of acceptance or rejection.

E. Athletic eligibility shall comply with State regulations and the provisions set forth by the Ohio High School Athletic Association.

F. Any transportation provided by the District for a nonhome-school student takes place within established bus routes and bus stops within the District.

G. Set District capacity limits by grade level, school building and educational program.

The Superintendent shall annually review the level of diversity existing within the District's programs, grades and/or schools to assess whether the application of this policy has resulted in an adverse effect on racial balance. As a part of his/her review, the Superintendent will be responsible for determining whether there is a legal basis for the Board to use the "maintenance of appropriate racial balance" language of R.C. 3313.97(C). Should this review indicate that the racial balance in one (1) or more of the District's programs, grades and/or schools has been adversely affected, the
Superintendent shall consult with legal counsel to determine what, if any, appropriate steps should be taken, including, but not limited to, policy revisions or other actions necessary to comply with State and Federal law.

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R.C. 33:3.97(C)
5113.02 - SCHOOL CHOICE OPTIONS: PROVIDED BY THE NO CHILD LEFT BEHIND ACT

The Board of Education acknowledges that the Federal No Child Left Behind Act of 2001 ("NCLBA") provides that the parents/guardians of students enrolled in a Title I school the first year following the building's identification as being in "School Improvement", have the right to transfer their children to another school in the District, provided there is a school that provides instruction at the students' grade level(s) and such school has not been identified as being in the process of school improvement, corrective action, or restructuring. If there is not another school in the District offering instruction at the students' grade level(s) that has not been identified as needing improvement, the Superintendent shall contact neighboring districts and request that they permit students to transfer to a school in one of those districts. The Superintendent shall also offer Supplemental Educational Services (SES) to students in any school no later than the first year following the building's identification as being in "School Improvement," regardless of whether a transfer option is available.

Additionally, students attending a "persistently dangerous" school, as defined by State law have the right to transfer to another "safe" school in the District. If there is not another "safe" school in the District providing instruction at the students' grade level(s), the Superintendent shall contact neighboring districts and request that they permit students to transfer to a school in one of those districts.

Furthermore, a student who is a victim of a "violent crime" on school property also has the right to transfer to another school. If there is not another school in the District providing instruction at the student's grade level, the Superintendent shall contact neighboring districts and request that they permit that student to transfer to a school in one of those districts providing instruction at the student's grade level.

The Board of Education authorizes such transfers in accordance with AC 5113.02.

Children who transfer in accordance with this policy will be permitted to remain at the school of transfer until completing the highest grade at the school.

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Title IX, Section 9532 of the Elementary and Secondary Education Act, as amended
5409 - STUDENT ACCELERATION

In order to comply with the requirements of R.C. 3324.10 that boards of education adopt and implement a policy commencing with the 2006-2007 school year that addresses at least whole grade and subject area acceleration, and early high school graduation, the Board expressly combines herein and incorporates by reference:

A. Policy 5112 - Entrance Requirements
B. Policy 5410 - Promotion, Academic Acceleration, Placement, and Retention
C. Policy 5464 - Early High School Graduation

Students and/or parents who are interested in student evaluation and consideration for whole grade or subject area acceleration or early high school graduation should contact the building principal and/or the student's guidance counselor. Parents who wish to have their child evaluated and considered for early admission to kindergarten should contact the building principal and/or the Chief Academic Officer.

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