

May 21, 2018

Regular Meeting – 7:00 PM

Hazel Harvey Elementary

- I. Call to Order, Pledge of Allegiance, and Moment of Silence

Present: Fenn, DeAngelis, Good, Nagy, Rohr

- II. Approval of the Minutes

Resolution 097-18

Upon consideration to approve an amendment to the board agenda which would approve playground surface and landscaping costs for the intermediate school to be located at 100 Valley View Road (the resurfacing and landscaping are needed expenditures to ensure proper slope/grade and safety zones are achieved prior to installation of the playground equipment items anticipated to be purchased and installed later.

Motion to approve by Rohr and seconded by Good

Roll Call: DeAngelis yes, Fenn yes, Good yes, Nagy yes, Rohr yes CARRIED

Resolution 098-18

Upon consideration to Approve the Minutes of the Regular Board Meeting of April 23, 2018, a copy of which is attached hereto and incorporated herein.

Motion to approve by Good and seconded by Fenn

Roll Call: Fenn yes, Good yes, Nagy yes, Rohr yes, DeAngelis yes CARRIED

Resolution 099-18

Upon consideration to amend to add resignation to resolution to the Minutes of the Special Board Meeting of April 28, 2018, a copy of which is attached hereto and incorporated herein.

Motion to approve by Good and seconded by Fenn

Roll Call: Good yes, Nagy yes, Rohr yes, DeAngelis yes, Fenn yes CARRIED

Resolution 100-18

Upon consideration to approve the Minutes of the Special Board Meeting of May 9, 2018, a copy of which is attached hereto and incorporated herein.

Motion to approve by DeAngelis and seconded by Rohr

Roll Call: Nagy yes, Rohr yes, DeAngelis yes, Fenn yes, Good yes CARRIED

Resolution 101-18

Upon consideration to approve the Minutes of the Special Board Meeting of May 14, 2018, a copy of which is attached hereto and incorporated herein.

Motion to approve by Rohr and seconded by Nagy

Roll Call: Rohr yes, DeAngelis yes, Fenn yes, Good yes, Nagy yes CARRIED

- III. Superintendent Stebly's Report

- a. Safe Schools Save Lives Committee Attendance
- b. Lockers - on hold. Letter to Markling
- c. BoosterClub/PTA Meeting
- d. Rooms to be painted at current high school. Colors?

Resolution 107-18

Upon consideration to approve the Five Year Forecast, a copy of which is attached hereto and incorporated herein.

Motion to approve by Fenn and seconded by Nagy

Roll Call: DeAngelis yes, Fenn yes, Good yes, Nagy yes, Rohr yes CARRIED

Resolution 108-18

Upon consideration to approve Frontline Absence Management for the 2018-2019 school year, a copy of which is attached hereto and incorporated herein.

Motion to approve by Good and seconded by Nagy

Roll Call: Fenn yes, Good yes, Nagy yes, Rohr yes, DeAngelis yes CARRIED

Resolution 109-18

Upon consideration to approve OHSAA Membership for the 2018-2019, a copy of which is attached hereto and incorporated herein.

Motion to approve by Nagy and seconded by Good

Roll Call: Good yes, Nagy yes, Rohr yes, DeAngelis yes, Fenn yes CARRIED

Resolution 110-18

Upon consideration to approve a Contract with Connection Education Services for the LEAP Program for the 2018-2019 school year, a copy of which is attached hereto and incorporated herein.

Motion to approve by Nagy and seconded by DeAngelis

Roll Call: Nagy yes, Rohr yes, DeAngelis yes, Fenn yes, Good yes CARRIED

Resolution 111-18

Upon consideration to approve an Extended School Year Contract with Stark County Educational Service Center for the 2017-2018, a copy of which is attached hereto and incorporated herein.

Motion to approve by Nagy and seconded by Fenn

Roll Call: Rohr yes, DeAngelis yes, Fenn yes, Good yes, Nagy yes CARRIED

Resolution 112-18

Upon consideration to approve a Professional Development Contract with Midland Council of Governments dba Tri-County Computer Services Association (TSCCSA) for May 2018 through July 2019, a copy of which is attached hereto and incorporated herein.

Motion to approve by Good and seconded by Nagy

Roll Call: DeAngelis yes, Fenn yes, Good yes, Nagy yes, Rohr yes CARRIED

Resolution 113-18

Upon consideration to approve Angela Sprain Educator Notice of Contract Transcript Change, a copy of which is attached hereto and incorporated herein.

Motion to approve by Nagy and seconded by Good

Roll Call: Fenn yes, Good yes, Nagy yes, Rohr yes, DeAngelis yes CARRIED

Resolution 114-18

Upon consideration to approve the Renewal of the R.C. 3319.02 Treasurer Aide Marilyn Roehrich Contract for One Year, a copy of which is attached hereto and incorporated herein.

Motion to approve by DeAngelis and seconded by Nagy

Roll Call: Good yes, Nagy yes, Rohr abstain, DeAngelis yes, Fenn yes CARRIED

Resolution 115-18

Upon consideration to approve Two Classified Substitute Nonteaching Contracts, a copy of which is attached hereto and incorporated herein.

Cheryl Vlach – Substitute as a teacher aide, secretary, cafeteria worker and librarian.

Roberta Browning – Currently substitute librarian and teacher aide, would like to be added to grounds and custodian list.

Motion to approve by Nagy and seconded by Good

Roll Call: Nagy yes, Rohr yes, DeAngelis yes, Fenn yes, Good yes CARRIED

Resolution 116-18

Upon consideration to approve Extended Time for Two Certified Employees, a copy of which is attached hereto and incorporated herein.

High School Guidance Counselor - April Roth Kimber –granted 15 extended days.

Middle School/High School Assistant counselor – Jenna Waltz – granted 10 days.

Hazel Harvey Guidance – Jenna Waltz – granted 5 days.

Motion to approve by Good and seconded by Nagy

Roll Call: Rohr yes, DeAngelis yes, Fenn yes, Good yes, Nagy yes CARRIED

Resolution 117-18

Upon consideration to approve Drew Conyers as Summer School Supervisor, a copy of which is attached hereto and incorporated herein.

Motion to approve by Nagy and seconded by DeAngelis

Roll Call: DeAngelis yes, Fenn yes, Good yes, Nagy yes, Rohr yes CARRIED

Resolution 118-18

Upon consideration to approve the Employment of Supplemental Contracts for two coaches and one supervisor who completed their responsibility but were inadvertently left off the board approved list in the fall of 2017.

Jerry Bennet – ½ Freshman Boys' Basketball

Stony Epling - ½ Freshman Boys' Basketball
Megan Kerr – involved in Middle School Musical
Motion to approve by Nagy and seconded by Good
Roll Call: Fenn yes, Good yes, Nagy yes, Rohr yes, DeAngelis yes CARRIED

Resolution 119-18

Upon consideration to approve FMLA Leave for One Nonteaching Employee, Laura Karl from May 14-25 for her own personal health issue.
Motion to approve by Good and seconded by Nagy
Roll Call: Good yes, Nagy yes, Rohr yes, DeAngelis yes, Fenn yes CARRIED

Resolution 120-18

Upon consideration to approve Maternity leave for one classified employee, Sara Mitchell-Skuza, a copy of which is attached hereto and incorporated herein.
Motion to approve by Nagy and seconded by DeAngelis
Roll Call: Nagy yes, Rohr yes, DeAngelis yes, Fenn yes, Good yes CARRIED

Resolution 121-18

Upon consideration to approve unpaid leave of absence for One Nonteaching Employee, Mike Zenner, lawn/grounds for September 8-15, 2018, a copy of which is attached hereto and incorporated herein.
Motion to approve by Nagy and seconded by Good
Roll Call: Rohr abstain, DeAngelis yes, Fenn yes, Good yes, Nagy yes CARRIED

Resolution 122-18

Upon consideration to approve the Use of Board Owned Busses for the Doylestown 2018 Summer Recreation Program, a copy of which is attached hereto and incorporated herein.
Motion to approve by Nagy and seconded by Rohr
Roll Call: DeAngelis yes, Fenn yes, Good yes, Nagy yes, Rohr yes CARRIED

Resolution 123-18

Upon consideration to amend to include all policies as one resolution.
Motion to approve by Rohr and seconded by Good
Roll Call: Fenn yes, Good yes, Nagy yes, Rohr yes, DeAngelis yes CARRIED

Resolution 124-18

Upon consideration to approve the following board policies. This is the second and final reading for the policies listed.
EBC, a copy of which is attached hereto and incorporated herein.
EEACD, a copy of which is attached hereto and incorporated herein.
EEACD-R, a copy of which is attached hereto and incorporated herein.

GBK, a copy of which is attached hereto and incorporated herein.
JECAA, a copy of which is attached hereto and incorporated herein.
JECAA-R, a copy of which is attached hereto and incorporated herein.
JED, a copy of which is attached hereto and incorporated herein.
JFCG, a copy of which is attached hereto and incorporated herein.
KGC, a copy of which is attached hereto and incorporated herein.

Motion to approve as amended by Nagy and seconded by DeAngelis

Roll Call: Good yes, Nagy yes, Rohr yes, DeAngelis yes, Fenn yes CARRIED

VII. Recess for Executive Session

Fenn moves and Rohr seconds a motion at 7:56 p.m. for the Chippewa Local District Board of Education recess into consecutive executive sessions pursuant to R.C. 121.22(G) for the following purposes: (1) to consider the appointment, employment, and compensation of a public employee; (2) to consider the employment, dismissal, discipline, and compensation of a public employee; (3) to conduct conferences with an attorney for the public body concerning disputes involving the public body that are the subject of imminent court action; and (4) to prepare for negotiations with public employees concerning their compensation and other terms and conditions of their employment. Upon conclusion of these executive sessions, the Board President will gavel the Board back into open session at this location. All matters discussed in these executive sessions are designated to the public officials and employees as confidential pursuant to R.C. 102.03(B) because of the status of the proceedings and/or the circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business

Roll Call: Nagy yes, Rohr yes, DeAngelis yes, Fenn yes, Good yes CARRIED

Thereupon the President declared the resolution adopted.

Meeting reconvened at 9:43 pm

Present: Fenn, DeAngelis, Good, Nagy, Rohr

The President declared the meeting back into regular session at 9:43 pm

VIII. Other Board Business

Resolution 124-18

Upon consideration to approve to create a part-time Art Teacher position.

Motion to approve by Rohr and seconded by Nagy

Roll Call: Rohr yes, DeAngelis yes, Fenn yes, Good yes, Nagy yes CARRIED

Resolution 125-18

Upon consideration to approve to create a part-time Secretary Assistant position.

Motion to approve by Fenn and seconded by Nagy

Roll Call: DeAngelis yes, Fenn yes, Good yes, Nagy yes, Rohr yes CARRIED

Resolution 126-18

Upon consideration to approve Kevin Sisak as Boys' Soccer Coach.

Motion to approve by Nagy and seconded by Fenn

Roll Call: Fenn yes, Good yes, Nagy yes, Rohr yes, DeAngelis yes CARRIED

Resolution 127-18

Upon consideration to approve the football team and six coaches attend summer camp at Mount Union College.

Motion to approve by Fenn and seconded by Nagy

Roll Call: Good yes, Nagy yes, Rohr yes, DeAngelis yes, Fenn yes CARRIED

Resolution 128-18

Upon consideration to approve the Girls' Basketball team and all coaching staff attend summer camp.

Motion to approve by Fenn and seconded by Nagy

Roll Call: Nagy yes, Rohr yes, DeAngelis yes, Fenn yes, Good yes CARRIED

Resolution 129-18

Upon consideration to approve to Amend Resolution No. 004-18 to, effective May 21, 2018, set the date, time, and location for all 2018 regular meetings to be the second and fourth Monday of each month (except for December when there will only be one regular meeting on the third Monday) at 7:00 pm and at locations to be determined at later dates.

Motion to approve by Fenn and seconded by Rohr

Roll Call: Rohr yes, DeAngelis yes, Fenn yes, Good yes, Nagy yes CARRIED

Resolution 130-18

Upon consideration to amend to approve playground surface and landscaping costs for the Intermediate School.

Motion to approve by Good and seconded by DeAngelis

Roll Call: DeAngelis yes, Fenn yes, Good yes, Nagy yes, Rohr yes CARRIED

IX. Recess for Executive Session

Fenn moves and Good seconds a motion at 9:49 p.m. for the Chippewa Local District Board of Education recess into consecutive executive sessions pursuant to R.C. 121.22(G) for the following purposes: (1) to consider the appointment, employment, and compensation of a public employee; (2) to consider the employment, dismissal, discipline, and compensation of a public employee; (3) to conduct conferences with an attorney for the public body concerning disputes involving the public body that are the subject of imminent court action; and (4) to prepare for negotiations with public employees concerning their compensation and other terms and conditions of their employment. Upon conclusion of these executive sessions, the Board President will gavel the Board back into open session at this location. All matters discussed in these executive sessions are designated to the public officials and employees as confidential pursuant to R.C. 102.03(B) because of the status of the proceedings and/or the circumstances under which the information will be received, and preserving its confidentiality is necessary to the proper conduct of government business.

Roll Call: Fenn yes, Good yes, Nagy yes, Rohr yes, DeAngelis yes CARRIED

Meeting reconvened at 11:15 p.m.

Present: Good, Nagy, Rohr, Fenn, DeAngelis

X. Adjournment

Fenn moved and Rohr seconded to adjourn the meeting at 11:15 p.m.

Roll Call: Nagy yes, Rohr yes, DeAngelis yes, Fenn yes, Good yes,

CHIPPEWA LOCAL SCHOOL DISTRICT
Expenditure Comparison
2011/2012 through 2016/2017

EXPENDITURES	ACTUAL EXPEND. 2011/2012	ACTUAL EXPEND. 2012/2013	ACTUAL EXPEND. 2013/2014	ACTUAL EXPEND. 2014/2015	ACTUAL EXPEND. 2015/2016	ACTUAL EXPEND. 2016/2017
1000 INSTRUCTION						
1100 REGULAR INSTRUCTION						
100 Personal Services-Salaries	3,712,380.09	3,764,806.79	3,887,052.64	3,997,299.54	3,875,906.25	3,921,205.05
200 Employee Retire./Insurance	1,338,785.86	1,472,312.21	1,518,080.89	1,488,237.68	1,546,943.50	1,560,900.74
400 Purchased Services	7,607.29	6,210.70	7,819.48	6,604.46	6,054.63	8,808.02
500 Supply & Materials	125,709.49	97,072.67	56,104.90	106,517.05	154,688.86	242,182.23
600 Capital Outlay	397.47	299.00	24,400.36	868.49	977.69	0.00
700 Capital Outlay-Replacement	0.00	0.00	0.00	0.00	0.00	0.00
800 Miscellaneous Objects	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REGULAR INSTRUCTION	5,184,880.20	5,340,701.37	5,493,458.27	5,599,527.22	5,584,570.93	5,733,096.04
1200 SPECIAL INSTRUCTION						
100 Personal Services-Salaries	162,691.66	174,271.08	158,215.51	216,842.70	229,126.54	233,441.57
200 Employee Retire./Insurance	89,469.96	62,913.77	55,537.76	58,659.08	68,005.32	67,553.76
400 Purchased Services	54,347.32	317,064.93	239,123.96	253,586.68	725,323.02	1,144,395.62
500 Supply & Materials	7,005.17	10,937.93	6,241.78	3,125.26	6,133.31	6,658.31
600 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
700 Capital Outlay-Replacement	0.00	0.00	0.00	0.00	0.00	0.00
800 Miscellaneous Objects	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SPECIAL INSTRUCTION	313,514.11	565,187.71	459,119.01	532,213.72	1,028,588.19	1,452,049.26
1300 VOCATIONAL INSTRUCTION						
100 Personal Services-Salaries	0.00	0.00	0.00	0.00	0.00	0.00
200 Employee Retire./Insurance	12,737.01	7,522.59	6,900.46	4,098.78	89.16	89.16
400 Purchased Services	0.00	417.59	0.00	70.63	0.00	0.00
500 Supply & Materials	2,603.19	0.00	1,015.90	0.00	0.00	0.00
600 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
700 Capital Outlay-Replacement	0.00	0.00	0.00	0.00	0.00	0.00
800 Miscellaneous Objects	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL VOCATIONAL INSTRUCTION	15,340.20	7,940.18	7,916.36	4,169.41	89.16	89.16
1900 OTHER INSTRUCTION						
100 Personal Services-Salaries	0.00	0.00	0.00	0.00	0.00	0.00
200 Employee Retire./Insurance	52,808.95	23,626.55	30,743.85	61,076.76	(19,497.49)	46,490.16
400 Purchased Services	237,264.68	372,648.29	375,914.46	673,647.32	545,906.37	205,909.15
500 Supply & Materials	0.00	0.00	0.00	0.00	0.00	0.00
600 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
700 Capital Outlay-Replacement	0.00	0.00	0.00	0.00	0.00	0.00
800 Miscellaneous Objects	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER INSTRUCTION	290,073.63	396,274.84	406,658.31	734,724.08	526,408.88	252,399.31
2000 SUPPORTING SERVICES						
2100 SUPPORT SERVICES-PUPILS						
100 Personal Services-Salaries	94,140.08	97,214.24	136,996.04	151,388.62	154,120.40	179,205.84
200 Employee Retire./Insurance	39,471.89	39,409.34	47,597.58	55,972.83	56,029.92	56,275.64
400 Purchased Services	8,716.90	20,885.56	35,746.54	122,300.19	23,278.22	38,909.60
500 Supply & Materials	2,411.05	3,523.95	887.43	1,167.54	1,829.48	1,815.13
600 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
700 Capital Outlay-Replacement	0.00	0.00	0.00	0.00	0.00	0.00
800 Miscellaneous Objects	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPORT SERVICES-PUPILS	144,739.92	161,033.09	221,227.59	330,829.18	235,258.02	276,206.21
2200 SUPPORT SERVICE-INSTRUCT.STAFF						
100 Personal Services-Salaries	281,729.78	239,450.62	227,085.87	230,845.41	248,931.30	290,783.63
200 Employee Retire./Insurance	185,733.82	187,045.20	156,253.08	171,430.68	165,964.96	159,597.81
400 Purchased Services	173.97	43.30	0.00	73.00	64.40	0.00
500 Supply & Materials	11,181.72	8,550.88	8,664.94	7,349.69	7,123.65	5,590.78
600 Capital Outlay	0.00	0.00	248.00	0.00	0.00	0.00
700 Capital Outlay-Replacement	0.00	0.00	0.00	0.00	0.00	0.00
800 Miscellaneous Objects	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPORT SERVICES-INSTRUCT.STA	478,819.29	435,090.00	392,251.89	409,698.78	422,084.31	455,972.22
2300 SUPPORT SERVICE-BOARD OF EDUCATION						
100 Personal Services-Salaries	9,250.00	16,679.99	10,875.00	12,250.00	15,625.00	6,750.00
200 Employee Retire./Insurance	341.00	651.00	178.25	457.25	472.75	170.50
400 Purchased Services	92.95	1,785.07	1,450.60	1,308.23	781.96	70.00
500 Supply & Materials	1,726.71	970.01	338.54	90.32	2,547.19	1,061.92
600 Capital Outlay	21,766.00	23,965.00	24,290.00	22,438.00	19,139.00	6,686.00
700 Capital Outlay-Replacement	0.00	0.00	0.00	0.00	0.00	0.00
800 Miscellaneous Objects	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SUPPORT SERVICES-BOARD OF EDI	33,176.66	44,051.07	37,132.39	36,543.80	38,565.90	14,738.42
2400 SUPPORT SERVICE-ADMINISTRATION						
100 Personal Services-Salaries	711,610.90	735,339.12	702,241.74	721,641.36	721,701.02	743,934.82

400 Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500 Supply & Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00
600 Capital Outlay	0.00	80.00	0.00	0.00	0.00	0.00	0.00
700 Capital Outlay-Replacement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
800 Miscellaneous Objects	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SCHOOL & PUBLIC SERVICE ACT.	0.00	80.00	0.00	0.00	0.00	0.00	0.00
5600 BUILDING IMPROVEMENT SERVICES							
100 Personal Services-Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200 Employee Retire./Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
400 Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500 Supply & Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00
600 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700 Capital Outlay-Replacement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
800 Miscellaneous Objects	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL BUILDING IMPROVE. SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5900 OTHER FACILITIES/CONSTRUCT.							
100 Personal Services-Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200 Employee Retire./Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
400 Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500 Supply & Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00
600 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00
700 Capital Outlay-Replacement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
800 Miscellaneous Objects	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER FACILITIES/CONSTRUCT.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS AND ADVANCES	275,000.00	272,000.00	739,482.13	515,286.09	3,118,000.00	359,000.00	
DEBT REDEMPTION	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL APPROPRIATION-GENERAL FUND	10,332,938.83	11,085,613.70	11,318,843.30	12,024,794.05	14,590,931.55	12,392,325.80	
016 EMERGENCY LEVY FUND	0.00	0.00	0.00	0.00	0.00	0.00	
018-9002 PUBLIC SCHOOL SUPPORT-HS	8,682.94	8,319.08	10,227.82	1,972.69	3,915.19	3,808.75	
018-9004 PUBLIC SCHOOL SUPPORT-MS	58,523.57	50,783.88	51,474.23	46,258.22	35,812.72	40,791.34	
018-9005 PUBLIC SCHOOL SUPPORT-HH	29,194.90	27,795.31	25,699.32	30,009.23	20,505.96	44,575.15	
300 DISTRICT MANAGED STUDENT ACT.	138,913.16	153,636.32	154,746.92	148,086.73	151,096.97	144,443.13	
401 AUXILIARY SERVICES	93,083.26	95,225.33	85,825.77	76,502.82	76,458.17	88,620.34	
416 TEACHER DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	
451 DATA COMMUNICATION SUBSIDIES	0.00	0.00	0.00	0.00	0.00	0.00	
432 MANAGEMENT INFO. SYSTEMS	0.00	18,000.00	3,221.44	0.00	0.00	0.00	
439 PRESCHOOL GRANT	63,389.44	170,562.05	230,473.46	156,515.03	166,046.93	168,922.84	
450 SCHOOLNET PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	
459 OHIO READS	0.00	0.00	0.00	0.00	0.00	0.00	
504 EDUCATION JOBS	0.00	0.00	0.00	0.00	0.00	0.00	
516 TITLE VI-B	385,827.28	570,041.50	634,189.96	587,883.67	591,419.38	461,503.38	
460	0.00	0.00	0.00	0.00	0.00	0.00	
532	0.00	0.00	0.00	0.00	0.00	0.00	
590	52,655.47	51,892.26	39,358.26	38,644.31	55,812.64	42,940.84	
599	2,908.51	7,506.47	23,390.30	0.00	0.00	16,200.00	
572 TITLE I	134,002.84	178,591.25	120,492.52	115,258.81	248,566.77	219,406.51	
573 TITLE VI	0.00	0.00	0.00	0.00	0.00	0.00	
584 DRUG FREE SCHOOLS	0.00	0.00	0.00	0.00	0.00	0.00	
499 MISC.STATE GRANT	0.00	0.00	68,550.67	0.00	0.00	0.00	
SUBTOTAL SPECIAL REVENUE	967,181.37	1,332,353.45	1,447,650.67	1,201,131.51	1,349,634.73	1,231,212.28	
002 BOND RETIREMENT	0.00	0.00	0.00	0.00	7,871,961.81	1,044,093.10	
003 CAPITAL IMPROVEMENT	373,905.42	147,704.11	140,004.94	226,076.26	1,159,254.03	801,689.73	
SUBTOTAL OTHER GOVERNMENT FUNDS	373,905.42	147,704.11	140,004.94	226,076.26	9,031,215.84	1,845,782.83	
006 FOOD SERVICE	440,210.78	447,969.81	465,990.44	462,127.31	487,338.75	481,380.74	
009 UNIFORM SCHOOL SUPPLIES	97,907.68	78,219.03	79,269.09	56,616.63	84,859.76	73,264.65	
014 INTERNAL SERVICES-ROTARY	31,482.57	10,440.23	7,768.00	1,181.27	0.00	0.00	
SUBTOTAL PROPRIETARY FUNDS	569,601.03	536,629.07	553,027.53	519,925.21	572,198.51	554,645.39	
011 SCHOOL TRUST	2,067.25	538.60	542.38	500.00	500.00	353.00	
010 SCHOOL CLASSROOM FACILITIES	0.00	0.00	0.00	0.00	0.00	5,581,362.26	
200 STUDENT MANAGED ACTIVITY	36,794.36	40,601.55	31,871.39	36,820.33	36,675.92	32,098.99	
SUBTOTAL FIDUCIARY FUNDS	38,861.61	41,140.15	32,413.77	37,320.33	37,175.92	5,613,814.25	
TOTAL EXPENDITURES-ALL FUNDS	12,282,488.26	13,143,440.48	13,491,940.21	14,009,247.36	25,581,156.55	21,637,780.55	

ANNUAL APPROPRIATION RESOLUTION

The Board of Education of the Chippewa Local School District, Wayne County, Ohio met in regular session on the 25th of June, 2018 at the office of the Board of Education with the following members present:

_____ moved the adoption of the following resolution;
 Be it resolved by the Board of Education of the Chippewa Local School District that to provide for the current expenses and other expenditures of said Board of Education during the fiscal year ending June 30, 2019 the following sums be and the same are hereby set aside and appropriated for the the several purposes for which expenditures are to be made and during said fiscal year, as follows:

EXPENDITURES	APPROPRIATION 2018/2019
1000 INSTRUCTION	
1100 REGULAR INSTRUCTION	
100 Personal Services-Salaries	4,214,544.00
200 Employee Retire./Insurance	1,665,608.00
400 Purchased Services	9,544.00
500 Supply & Materials	277,868.00
600 Capital Outlay	1,063.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	0.00
TOTAL REGULAR INSTRUCTION	6,168,627.00
1200 SPECIAL INSTRUCTION	
100 Personal Services-Salaries	249,145.00
200 Employee Retire./Insurance	73,218.00
400 Purchased Services	1,339,732.00
500 Supply & Materials	7,125.00
600 Capital Outlay	0.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	0.00
TOTAL SPECIAL INSTRUCTION	1,669,220.00
1300 VOCATIONAL INSTRUCTION	
100 Personal Services-Salaries	0.00
200 Employee Retire./Insurance	0.00
400 Purchased Services	0.00
500 Supply & Materials	0.00
600 Capital Outlay	0.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	0.00
TOTAL VOCATIONAL INSTRUCTION	0.00
1900 OTHER INSTRUCTION	
100 Personal Services-Salaries	0.00
200 Employee Retire./Insurance	41,425.00
400 Purchased Services	169,963.00
500 Supply & Materials	0.00
600 Capital Outlay	0.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	0.00
TOTAL OTHER INSTRUCTION	211,388.00
2000 SUPPORTING SERVICES	
2100 SUPPORT SERVICES-PUPILS	
100 Personal Services-Salaries	188,598.00
200 Employee Retire./Insurance	60,327.00
400 Purchased Services	61,896.00
500 Supply & Materials	1,971.00
600 Capital Outlay	0.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	0.00
TOTAL SUPPORT SERVICES-PUPILS	312,792.00
2200 SUPPORT SERVICE-INSTRUCT.STAFF	
100 Personal Services-Salaries	307,451.00
200 Employee Retire./Insurance	178,692.00
400 Purchased Services	69.00
500 Supply & Materials	7,669.00
600 Capital Outlay	0.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	0.00
TOTAL SUPPORT SERVICES-INSTRUCT.ST.	493,881.00
2300 SUPPORT SERVICE-BOARD OF EDUCATION	
100 Personal Services-Salaries	16,990.00
200 Employee Retire./Insurance	509.00
400 Purchased Services	833.00

500 Supply & Materials	2,743.00
600 Capital Outlay	0.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	21,014.00
TOTAL SUPPORT SERVICES-BOARD OF ED	42,089.00
2400 SUPPORT SERVICE-ADMINISTRATION	
100 Personal Services-Salaries	784,757.00
200 Employee Retire./Insurance	338,639.00
400 Purchased Services	246,205.00
500 Supply & Materials	19,355.00
600 Capital Outlay	142.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	117,173.00
TOTAL SUPPORT SERVICES-ADMINISTRAT	1,506,271.00
2500 SUPPORT SERVICE-FISCAL SERVICES	
100 Personal Services-Salaries	177,343.00
200 Employee Retire./Insurance	94,484.00
400 Purchased Services	21,992.00
500 Supply & Materials	1,549.00
600 Capital Outlay	0.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	161,803.00
TOTAL SUPPORT SERVICES-FISCAL SERVI	457,171.00
2700 PLANT SERVICES-MAINT./OPERATION	
100 Personal Services-Salaries	382,187.00
200 Employee Retire./Insurance	163,421.00
400 Purchased Services	372,703.00
500 Supply & Materials	123,479.00
600 Capital Outlay	12,279.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	0.00
TOTAL PLANT SERVICES-MAINT./OPERATI	1,054,069.00
2800 SUPPORT SERVICE-TRANSPORTATION	
100 Personal Services-Salaries	329,235.00
200 Employee Retire./Insurance	129,237.00
400 Purchased Services	94,623.00
500 Supply & Materials	138,650.00
600 Capital Outlay	1,051.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	0.00
TOTAL SUPPORT SERVICE-TRANSPORTATI	692,796.00
2900 SUPPORT SERVICE-CENTRAL	
100 Personal Services-Salaries	0.00
200 Employee Retire./Insurance	0.00
400 Purchased Services	202,170.00
500 Supply & Materials	8,554.00
600 Capital Outlay	0.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	0.00
TOTAL SUPPORT SERVICE-CENTRAL	210,724.00
3200 COMMUNITY SERVICES	
100 Personal Services-Salaries	0.00
200 Employee Retire./Insurance	0.00
400 Purchased Services	0.00
500 Supply & Materials	0.00
600 Capital Outlay	0.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	0.00
TOTAL COMMUNITY SERVICES	0.00
4100 ACADEMIC & SUBJECT ACTIVITIES	
100 Personal Services-Salaries	64,658.00
200 Employee Retire./Insurance	24,736.00
400 Purchased Services	0.00
500 Supply & Materials	0.00
600 Capital Outlay	0.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	0.00
TOTAL ACADEMIC & SUBJECT ACTIVITIES	89,394.00
4500 SPORTS ORIENTED ACTIVITIES	
100 Personal Services-Salaries	209,480.00
200 Employee Retire./Insurance	25,724.00
400 Purchased Services	16,152.00
500 Supply & Materials	0.00
600 Capital Outlay	0.00
700 Capital Outlay-Replacement	0.00

800 Miscellaneous Objects	0.00
TOTAL SPORTS ORIENTED ACTIVITIES	251,356.00
4600 SCHOOL & PUBLIC SERVICE ACTIVITIES	
100 Personal Services-Salaries	0.00
200 Employee Retire./Insurance	0.00
400 Purchased Services	0.00
500 Supply & Materials	0.00
600 Capital Outlay	0.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	0.00
TOTAL SCHOOL & PUBLIC SERVICE ACT.	0.00
5600 BUILDING IMPROVEMENT SERVICES	
100 Personal Services-Salaries	0.00
200 Employee Retire./Insurance	0.00
400 Purchased Services	0.00
500 Supply & Materials	0.00
600 Capital Outlay	0.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	0.00
TOTAL BUILDING IMPROVE. SERVICES	0.00
5900 OTHER FACILITIES/CONSTRUCT.	
100 Personal Services-Salaries	0.00
200 Employee Retire./Insurance	0.00
400 Purchased Services	0.00
500 Supply & Materials	0.00
600 Capital Outlay	0.00
700 Capital Outlay-Replacement	0.00
800 Miscellaneous Objects	0.00
TOTAL OTHER FACILITIES/CONSTRUCT.	0.00
TRANSFERS AND ADVANCES	405,700.00
DEBT REDEMPTION	0.00
TOTAL APPROPRIATION-GENERAL FUND	13,565,478.00

016 EMERGENCY LEVY FUND	0.00
018-9002 PUBLIC SCHOOL SUPPORT-HS	4,225.00
018-9004 PUBLIC SCHOOL SUPPORT-MS	43,000.00
018-9005 PUBLIC SCHOOL SUPPORT-HH	45,000.00
300 DISTRICT MANAGED STUDENT ACT.	162,674.00
401 AUXILIARY SERVICES	90,000.00
416 TEACHER DEVELOPMENT	0.00
451 DATA COMMUNICATION SUBSIDIES	0.00
432 MANAGEMENT INFO. SYSTEMS	0.00
439 PRESCHOOL GRANT	170,500.00
450 SCHOOLNET PROJECTS	0.00
459 OHIO READS	0.00
504 EDUCATION JOBS	0.00
516 TITLE VI-B	495,000.00
460	0.00
532	0.00
590	45,000.00
599	16,686.00
572 TITLE I	221,500.00
573 TITLE VI	0.00
584 DRUG FREE SCHOOLS	0.00
499 MISC.STATE GRANT	0.00

SUBTOTAL SPECIAL REVENUE 1,293,585.00

002 BOND RETIREMENT	1,114,954.00
003 CAPITAL IMPROVEMENT	1,050,000.00

SUBTOTAL OTHER GOVERNMENT FUNDS 2,164,954.00

006 FOOD SERVICE	521,500.00
009 UNIFORM SCHOOL SUPPLIES	70,500.00
014 INTERNAL SERVICES-ROTARY	0.00

SUBTOTAL PROPRIETARY FUNDS 592,000.00

011 SCHOOL TRUST	534.00
010 SCHOOL CLASSROOM FACILITIES	4,700,000.00
200 STUDENT MANAGED ACTIVITY	52,538.00

SUBTOTAL FIDUCIARY FUNDS 4,753,072.00

TOTAL APPROPRIATION-ALL FUNDS 22,369,089.00

Chippewa Local School District

Wayne County

Schedule of Revenues, Expenditures and Changes in Fund Balances

For the Fiscal Years Ended June 30, 2015, 2016 and 2017

Forecasted Fiscal Years Ending June 30, 2018 through 2022

	Actual				Forecasted				
	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Average Change	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022
Revenues									
1.010 General Property Tax (Real Estate)	\$4,287,388	\$4,094,417	\$4,185,452	-1.1%	\$4,302,250	\$4,321,250	\$4,350,500	\$4,375,200	\$4,390,100
1.020 Tangible Personal Property Tax		2,944							
1.030 Income Tax	1,917,772	2,015,119	2,005,279	2.3%	2,093,500	2,105,100	2,135,250	2,155,900	2,175,500
1.035 Unrestricted State Grants-in-Aid	5,226,419	5,205,147	5,277,649	0.6%	5,325,500	5,335,200	5,365,100	5,375,500	5,410,200
1.040 Restricted State Grants-in-Aid									
1.045 Restricted Federal Grants-in-Aid - SFSF									
1.050 Property Tax Allocation	519,743	529,387	517,038	-0.2%	528,650	546,900	558,900	572,200	585,200
1.060 All Other Revenues	665,308	850,744	845,931	13.7%	804,700	826,700	854,700	868,700	880,100
1.070 Total Revenues	12,616,630	12,697,758	12,831,349	0.8%	13,054,600	13,135,150	13,264,450	13,347,500	13,441,100
Other Financing Sources									
2.010 Proceeds from Sale of Notes									
2.020 State Emergency Loans and Advancements (Approved)									
2.040 Operating Transfers-In									
2.050 Advances-In									
2.060 All Other Financing Sources									
2.070 Total Other Financing Sources									
2.080 Total Revenues and Other Financing Sources	12,616,630	12,697,758	12,831,349	0.8%	13,054,600	13,135,150	13,264,450	13,347,500	13,441,100
Expenditures									
3.010 Personal Services	6,366,812	6,252,081	6,475,363	0.9%	6,395,450	6,545,200	6,718,750	6,885,200	7,138,200
3.020 Employees' Retirement/Insurance Benefits	2,548,700	2,527,355	2,580,968	0.6%	2,635,400	2,660,100	2,710,100	2,740,900	2,765,900
3.030 Purchased Services	1,696,018	2,029,682	2,276,330	15.9%	2,470,400	2,366,850	2,381,500	2,396,400	2,416,400
3.040 Supplies and Materials	359,756	418,787	511,380	19.3%	435,300	450,700	466,700	480,300	480,300
3.050 Capital Outlay	175,453	12,399	1,927	-88.7%	177,900	101,400	105,600	188,500	204,200
3.060 Intergovernmental									
Debt Service:									
4.010 Principal-All (Historical Only)									
4.020 Principal-Notes									
4.030 Principal-State Loans									
4.040 Principal-State Advancements									
4.050 Principal-HB 264 Loans									
4.055 Principal-Other									
4.060 Interest and Fiscal Charges									
4.300 Other Objects	362,770	232,629	187,356	-27.7%	229,450	252,600	278,800	292,500	304,400
4.500 Total Expenditures	11,509,509	11,472,933	12,033,324	2.3%	12,343,900	12,376,850	12,661,450	12,983,800	13,307,400
Other Financing Uses									
5.010 Operating Transfers-Out	229,000	3,118,000	359,000	586.5%	305,000	297,500	302,700	310,400	340,400
5.020 Advances-Out	286,286								
5.030 All Other Financing Uses									
5.040 Total Other Financing Uses	515,286	3,118,000	359,000	208.3%	305,000	297,500	302,700	310,400	340,400
5.050 Total Expenditures and Other Financing Uses	12,024,795	14,590,933	12,392,324	3.1%	12,648,900	12,674,350	12,964,150	13,294,200	13,647,800
6.010 Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	591,835	1,893,175	439,025	-271.5%	405,700	460,800	300,300	53,300	206,700
7.010 Cash Balance July 1 - Excluding Proposed Renewal/Replacement and New Levies	6,414,719	7,006,554	5,113,379	-8.9%	5,552,404	5,958,104	6,418,904	6,719,204	6,772,504
7.020 Cash Balance June 30	7,008,554	5,113,379	5,552,404	-9.2%	5,958,104	6,418,904	6,719,204	6,772,504	6,565,804
8.010 Estimated Encumbrances June 30									
Reservation of Fund Balance									
9.010 Textbooks and Instructional Materials									
9.020 Capital Improvements									
9.030 Budget Reserve									
9.040 DPIA									
9.045 Fiscal Stabilization									
9.050 Debt Service									
9.060 Property Tax Advances									
9.070 Bus Purchases									
9.080 Subtotal									
10.010 Fund Balance June 30 for Certification of Appropriations	7,006,554	5,113,379	5,552,404	-9.2%	5,958,104	6,418,904	6,719,204	6,772,504	6,565,804
Revenue from Replacement/Renewal Levies									
11.010 Income Tax - Renewal									
11.020 Property Tax - Renewal or Replacement									
11.300 Cumulative Balance of Replacement/Renewal Levies									
12.010 Fund Balance June 30 for Certification of Contracts, Salary Schedules and Other Obligations	7,008,554	5,113,379	5,552,404	-9.2%	5,958,104	6,418,904	6,719,204	6,772,504	6,565,804
Revenue from New Levies									
13.010 Income Tax - New									
13.020 Property Tax - New									
13.030 Cumulative Balance of New Levies									
14.010 Revenue from Future State Advancements									
15.010 Unreserved Fund Balance June 30	7,008,554	5,113,379	5,552,404	-9.2%	5,958,104	6,418,904	6,719,204	6,772,504	6,565,804
ADM Forecasts									
20.010 Kindergarten - October Count	76	100	80		75	80	82	84	87
20.015 Grades 1-12 - October Count	1252	1212	1164		1128	1135	1148	1160	1181
State Fiscal Stabilization Funds									
21.010 Personal Services SFSF									
21.020 Employees Retirement/Insurance Benefits SFSF									
21.030 Purchased Services SFSF									
21.040 Supplies and Materials SFSF									
21.050 Capital Outlay SFSF									
21.060 Total Expenditures - SFSF									

See accompanying summary of significant forecast assumptions and accounting policies

Includes: General fund, Emergency Levy fund, DPIA fund, Textbook fund and any portion of Debt Service fund related to General fund debt

EMERGENCY MANAGEMENT AND SAFETY PLANS

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

An emergency is defined as a **serious, unexpected, and often dangerous situation requiring immediate action** an event that threatens the actual safety and security of students, employees or visitors of the District or whose impact threatens the feeling of safety and security, both of which are detrimental to a positive learning environment. Emergencies **or hazards** include, but are not limited to, **an active shooter, hostage situations, bomb threats, bullying**, fire, natural disasters, medical emergencies, industrial accidents, suicide, death of a student or employee, acts of violence, trauma and terrorism.

Comprehensive Emergency Management and School Safety Plans and Drills Test

~~The Board directs the Superintendent/designee to prepare emergency/safety plans for use by staff and students. The plans are posted in each classroom and other areas accessible to staff and students.~~

The Superintendent/designee develops a The comprehensive emergency management plan meeting State law requirements for each building. The plan sets a establishes protocols for addressing and responding to serious threats to the safety of the school property, students, staff, volunteers and visitors. Each protocol includes procedures deemed appropriate by the Board or governing authority for responding to threats and emergency events including, but not limited to, notification of appropriate law enforcement personnel, calling upon specified emergency response personnel for assistance and informing parents of affected students. The plan includes a floor plan unique to each floor of the building, a site plan including all building property and surrounding property, and an emergency contact sheet. The plan is kept in a secure location and is not considered a public record.

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

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

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

Although the plan is reviewed annually, State law requires the District's comprehensive emergency management plan to be updated every three years and whenever a major modification to an individual school building requires changes in that building's procedures or whenever information on the emergency contact information sheet changes.

An emergency management test is conducted annually in accordance with State law.

Emergency Drills

The Board directs the Superintendent/designee to conduct all drills required by State law. Drills provide both students and staff with practice in responding to emergency conditions should such conditions occur. Plans are posted in each classroom and other areas accessible to staff and students where required by law.

[Adoption date:]

LEGAL REFS.: ORC 149.433
2305.235
2923.11
3301.56
3313.20; 3313.536; 3313.717; 3313.719
3314.03; 3314.16
3701.85
3737.73; 3737.99
OAC **3301-5-01**
~~3301-35-06~~

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

NOTE: THIS IS A REQUIRED POLICY

DRUG TESTING FOR DISTRICT PERSONNEL REQUIRED
TO HOLD A COMMERCIAL DRIVER'S LICENSE

School bus drivers and others required to hold a commercial driver's license are subject to a drug and alcohol testing program that fulfills the requirements of federal and state regulations. The Board directs the Superintendent/designee to develop a school bus driver drug testing program in compliance with State and Federal laws and regulations.

[Adoption date:]

LEGAL REFS.: 49 USC 31136; 31301 et seq.
49 CFR, Subtitle A, Part 40
ORC 4506.15; 4506.16
OAC 3301-83-07

CROSS REFS.: EB, Safety Program
GBCB, Staff Conduct
GBE, Staff Health and Safety
GBP, Drug-Free Workplace
GBQ, Criminal Records Check
Staff Handbooks

NOTE: THIS IS A REQUIRED POLICY

**DRUG TESTING FOR DISTRICT PERSONNEL REQUIRED
TO HOLD A COMMERCIAL DRIVER'S LICENSE**

School bus drivers and others required to hold a commercial driver's license (CDL) are subject to a drug and alcohol testing program that fulfills the requirements of federal regulations.

These regulations reflect several requirements of the federal drug testing regulations but are not intended in any way to modify or limit the procedures for drug and alcohol testing. District personnel must adhere to the detailed provisions of federal regulations in administering the District's drug and alcohol program. Districts must also adhere to State laws pertaining to drug and alcohol testing for drivers required to hold a CDL.

References to tests in these regulations include both drug and alcohol tests unless the context specifies otherwise. The terms drugs and controlled substances are interchangeable and have the same meaning. Testing includes the ~~standard seven-panel~~ Department of Transportation's **current drug testing requirements screen, which includes: Cannabinoid (THC), amphetamines (and methamphetamines), cocaine, MDMA (ecstasy), opiates, heroin (6-Monoacetyl morphine) and phencyclidine (PCP).**

Pre-Employment Tests

Prior to the first time a driver performs safety-sensitive functions for the District, a controlled substances test is administered.

The test is required of an applicant only after he/she has been offered employment. Employment is conditional upon the applicant receiving a negative drug test result.

An employee may be exempt from the pre-employment drug test if he/she has participated in a drug-testing program within 30 days prior to the application for employment. While participating in that program the employee must either have been tested for drugs within the last six months (from the date of application) or participated in a random drug testing program in the previous 12 months. The responsible administrator must be able to make all verifications required by law.

Post-Accident Tests

Prior to a driver operating a school bus, the District will provide the driver with necessary post-accident information, procedures and instructions, so that the driver will be able to comply with these requirements.

Alcohol and controlled substance tests are conducted in the time limits imposed by the federal regulations after an accident on any driver who:

1. was performing safety-sensitive functions with respect to the vehicle if the accident involved loss of human life and/or
2. received a citation under State or local law for a moving-traffic violation arising from the accident.

No driver involved in an accident may use alcohol for eight hours after the accident or until he/she undergoes a post-accident alcohol test, whichever occurs first.

If an alcohol test is not administered within two hours or if a drug test is not administered within 32 hours after the accident, the responsible administrator prepares and maintains records explaining why the test was not conducted.

Tests conducted by authorized federal, state or local officials fulfill post-accident testing requirements, provided they conform to applicable legal requirements and are obtained by the responsible administrator. Breath tests validate only the alcohol test and cannot be used to fulfill controlled-substance testing obligations.

Yes
(Permissive language)

The Board reserves the right to require any driver involved in an accident while on duty to undergo alcohol and controlled substance testing.

Random Tests

Alcohol and controlled substance tests are conducted on a random basis at unannounced times throughout the year. Random tests are conducted just before, during or just after the performance of safety-sensitive functions. Once notified of selection for drug testing, a driver must proceed immediately to a collection site to provide a urine specimen.

Drivers are selected by a scientifically valid random process, and each driver has an equal chance of being tested each time selections are made. All drivers, whether full-time or substitute, and other individuals who are certified to operate school buses and may be called upon to do so, will be included in the random pool. Individuals who are selected for a random test but who are not operating a school bus at the time of the selection will be passed over, and an alternate driver will be tested under the random draw. The number of bus drivers selected for random testing is in accordance with federal regulations.

Reasonable Suspicion Tests

Tests must be conducted when a properly trained supervisor or District official has reasonable suspicion that the driver has violated the District's alcohol or drug prohibitions. This reasonable suspicion must be based on specific, contemporaneous, articulable observations concerning the driver's appearance, behavior, speech or body odors. The observations may include indications of chronic and withdrawal effects of controlled substances.

Alcohol tests are authorized for reasonable suspicion only if the required observations are made during, just before or just after the period of the workday when the driver must comply with alcohol prohibitions. If an alcohol test is not administered within two hours of a determination of reasonable suspicion, the appropriate administrator prepares and maintains a record explaining why this was not done. Attempts to conduct alcohol tests terminate after eight hours.

An alcohol test may not be conducted by the person who determines that reasonable suspicion exists to conduct such a test.

A supervisor or District official who makes a finding of reasonable suspicion must also make a written record of his/her observations leading to a reasonable-suspicion drug test within 24 hours of the observed behavior or before the results of the drug test are released, whichever is earlier.

In accordance with federal regulations, third party information may not be the only determining factor used to conduct reasonable suspicion testing.

(Permissive language next two sections only – add if District elects to continue employment of a driver who has tested positive for drugs and/or alcohol.)

Return-to-Duty Tests

yes

A drug or alcohol test is conducted when a driver who has violated the drug or alcohol prohibition returns to performing safety-sensitive duties.

Employees whose conduct involved misuse of drugs may not return to duty in a safety-sensitive function until the return-to-duty drug test produces a verified negative result.

Employees whose conduct involved alcohol may not return to duty in a safety-sensitive function until the return-to-duty alcohol test produces a verified result that meets federal and District standards.

yes

Follow-Up Tests

A driver who violates the drug or alcohol prohibition and is subsequently identified by a substance-abuse professional as needing assistance in resolving a drug or alcohol problem is subject to unannounced follow-up testing as directed by the substance-abuse professional in accordance with law. Follow-up alcohol testing is conducted just before, during or just after the time when the driver is performing safety-sensitive functions.

Records

Employee drug and alcohol test results and records are maintained under strict confidentiality and released only in accordance with law. Upon written request, a driver receives copies of any records pertaining to his/her use of drugs or alcohol, including any records pertaining to his/her drug or alcohol tests. Records are made available to a subsequent employer or other identified persons only as expressly requested in writing by the driver.

Notifications

Each driver receives educational materials that explain the requirements of the Code of Federal Regulations, Title 49, Part 382, together with a copy of the policy and regulations for meeting these requirements. Representatives of employee organizations are notified of the availability of this information. The information identifies:

1. the person designated by the Board to answer driver questions about the materials;
2. categories of drivers who are subject to the drug and alcohol testing requirements;
3. sufficient information about the safety-sensitive functions performed by drivers to make clear for what period of the workday driver compliance is required;
4. specific information concerning driver conduct that is prohibited;
5. circumstances under which a driver is tested for drugs and/or alcohol;
6. procedures that are used to test for the presence of drugs and alcohol, protect the driver and the integrity of the testing processes, safeguard the validity of test results and ensure that test results are attributed to the correct driver;
7. the requirement that a driver submit to drug and alcohol tests administered in accordance with federal regulations;
8. an explanation of what constitutes a refusal to submit to a drug or alcohol test and the attendant consequences;

9. consequences for drivers found to have violated the drug and alcohol prohibitions, including the requirement that the driver be removed immediately from safety-sensitive functions and the procedures for referral, evaluation and treatment;
10. consequences for drivers found to have an alcohol concentration of 0.02 or greater but less than 0.04 and
11. information concerning the effects of drugs and alcohol on an individual's health, work and personal life; external and internal signs and symptoms of a drug or alcohol problem; and available methods of intervening when a drug or alcohol problem is suspected including confrontation, referral to an employee assistance program and/or referral to administrative officials.

Each driver must sign a statement certifying that he/she has received a copy of the above materials.

The Board-designated administrator notifies a driver of the results of a pre-employment drug test if the driver requests such results within 60 calendar days of being notified of the disposition of his/her employment application.

The Board designee notifies a driver of the results of random, reasonable suspicion and post-accident drug tests if the test results are verified positive. The designee also tells the driver which controlled substances were verified as positive.

Drivers inform their supervisors if at any time they are using a controlled substance that their physician has prescribed for therapeutic purposes. Such a substance may be used only if the physician is familiar with the driver's medical history and has advised the driver that it will not adversely affect his/her ability to safely operate a commercial motor vehicle. The District may require additional written notification from the prescribing physician.

Enforcement

Any driver who refuses to submit to post-accident, random, reasonable-suspicion or follow-up tests is not allowed to perform or continue to perform safety-sensitive functions, and is ineligible to operate a school bus in the state. The Ohio Department of Education will be notified of the refusal to test.

A driver who in any other way violates District prohibitions related to drugs and alcohol receives from the Board designee the names, addresses and telephone numbers of substance-abuse professionals and counseling and treatment programs available to evaluate and resolve drug- and alcohol-related problems. The employee is evaluated by a substance-abuse professional who determines what help, if any, the driver needs in resolving such a problem.

Any substance-abuse professional who determines that a driver needs assistance will not refer the driver to a private practice, person or organization in which he/she has a financial interest, except under circumstances allowed by law.

Before the driver is returned to safety-sensitive duties, if at all, the Board designee must ensure that the employee:

1. has been evaluated by a substance-abuse professional;
2. has complied with any recommended treatment;
3. has taken a return-to-duty drug and alcohol test with a result indicating an alcohol concentration level of less than 0.02 and
4. is subject to unannounced follow-up drug and alcohol tests. (The number and frequency of such follow-up testing is as directed by the substance-abuse professional and consists of at least six tests in the first 12 months following the driver's return to duty.)

In accordance with State law a driver may not operate a school bus when a drug or alcohol test indicates any measurable or detectable amount of a controlled substance.

(Approval date:)

NOTE: THIS IS A REQUIRED REGULATION

Districts should reference their negotiated agreement when determining whether to keep or remove the permissive language in this regulation.

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

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

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

(Permissive language)

^{N^o} For the purpose of this policy, electronic cigarettes are considered "tobacco."

Tobacco Use Prohibited

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

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

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

Tobacco Advertisements and Promotions

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

Providing Notice to Staff

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

Enforcement

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

Educational Reinforcement

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

[Adoption date:]

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

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

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

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

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

Electronic cigarettes (e-cigarettes) have increased in popularity. These devices are not classified as tobacco and are not subject to the same restrictions as other forms of tobacco or cigarettes. Districts who want to add e-cigarettes to the definition of tobacco in this policy should review the provided permissive language. Districts may need to update postings to reflect the restrictions on the use of e-cigarettes.

ADMISSION OF HOMELESS STUDENTS

The Board believes that all school-aged students, including homeless students and unaccompanied youth, have a basic right to equal educational opportunities. Accordingly, the District must enroll each homeless student or unaccompanied youth in the District in the school determined to be in the student's best interest. **Enrollment is defined by the McKinney-Vento Homeless Assistance Act as attending classes and participating fully in school activities.**

A homeless student is defined as an individual who lacks fixed, regular and adequate nighttime residence including:

1. sharing the housing with other people due to loss of housing, economic hardship or a similar reason;
2. living in a motel, hotel, trailer park or campground due to the lack of alternative adequate accommodations;
3. living in emergency or transitional shelters;
4. abandonment in hospitals;
5. a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings;
6. living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations or similar settings;
7. migratory students living in circumstances described above and
8. an unaccompanied youth who is homeless and not in the physical custody of a parent or guardian.

In compliance with the McKinney-Vento Homeless Assistance Act, the District must make school placement determinations on the basis of the best interest of the student. The District presumes that keeping the homeless child or youth in the school of origin is in the child or youth's best interest, unless doing so is contrary to the request of the student's parent or guardian, or the unaccompanied youth. When considering the school of best interest, the District considers student centered factors related to the homeless child or youth's best interest including factors related to the impact of mobility on achievement, education, health and safety of the child or youth and gives priority to the homeless child or youth's parent or guardian or the unaccompanied youth.

The District complies with a request made by a parent(s) regarding school placement regardless of whether the student lives with the homeless parent(s) or is temporarily residing elsewhere.

The Board ensures that:

1. it reviews and revises Board policies and regulations to eliminate barriers to the identification, enrollment, retention and success in school of homeless students including barriers to enrollment and retention due to outstanding fees or fines, or absences;
2. the District does not segregate homeless children or youth into separate schools or separate programs within a school, based on the student's status as homeless;
3. it appoints a District liaison, able to carry out their duties, who ensures that homeless students are identified and enroll and succeed in school and ensures the liaison is trained in compliance with law;
4. it provides training opportunities for staff on identifying and serving homeless students;
5. homeless children or youth are immediately enrolled even if the child or youth is unable to produce records normally required for enrollment such as previous academic records, records of immunization and other required health records, proof of residency or other documentation, or if the student has missed application or enrollment deadlines during any period of homelessness;
6. homeless children or youth are provided with education, nutrition and transportation services that are at least comparable to the services provided to nonhomeless students and
7. homeless students and unaccompanied youth meeting the relevant eligibility criteria do not face barriers to accessing academic and extracurricular activities including: magnet school; summer school; career and technical education; advanced placement; online learning and charter school programs.

The liaison carries out all duties required by law, ensures compliance with the subgrant and coordinates services for homeless students with local social service agencies and programs, including those funded under the Runaway and Homeless Youth Act.

A student who ceases to be homeless may continue to receive services until the end of the period of time for which the service was originally intended to be provided, which may be the end of the school year or the end of a program cycle.

Information about a homeless child or youth's living situation is part of the student education record and is not considered directory information.

The District complies with the Ohio Department of Education's Plan and State and Federal laws for the education of homeless students.

[Adoption date:]

LEGAL REFS.: The Elementary and Secondary Education Act; 20 USC 1221 et seq.
42 USC Sections 11431 et seq.
ORC 9.60 through 9.62
3313.64(F)(13)
OAC 3301-35-02; 3301-35-04; 3301-35-06

CROSS REFS.: AC, Nondiscrimination
JB, Equal Educational Opportunities
JEC, School Admission
JHCB, Immunizations
JO, Student Records

NOTE: All school districts that are direct recipients of federal funds are required to have a board policy on the admission of homeless students. In addition, administrators must:

1. *provide documentation/evidence of communication disseminated/posted by the district;*
2. *identify a Homeless Coordinator in the CCIP Address Book;*
3. *provide evidence of program/information provided to staff regarding the specific needs of homeless students and*
4. *establish a dispute resolution procedure.*

The Every Student Succeeds Act revised the McKinney-Vento Homeless Assistance Act requirements effective October 1, 2016 and expanded district obligations for identifying and serving homeless students. Students awaiting foster care placement were removed from the definition of homeless student and are covered in separate provisions for foster students effective December 10, 2016. Homeless students also are a new subgroup for accountability and reporting purposes.

THIS IS A REQUIRED POLICY

UPDATED VERSION
ODE MODEL LOCAL DISPUTE RESOLUTION PROCEDURE
ADMISSION OF HOMELESS STUDENTS
(Dispute Resolution Process)

If a dispute arises over eligibility, school selection or enrollment, the District will immediately enroll the child/unaccompanied youth in the school in which he/she is seeking enrollment, pending resolution of the dispute, including all appeals. Enrollment is defined by the McKinney-Vento Homeless Assistance Act as attending classes and participating fully in school activities.

1. District staff will refer the student, parent or guardian to the District liaison who will initiate the dispute resolution process as quickly as possible. The District liaison will make sure that the District follows the dispute resolution process. The liaison also must ensure that unaccompanied youth receive the same rights to appeal a district's eligibility, school selection or enrollment decision as parents and guardians. The role of the District liaison is to assist the student, parent or guardian through the duration of the dispute resolution process. The process will be open and transparent among those involved.
2. Upon determination of eligibility, enrollment or school selection, the District will provide a written explanation of any decisions made to parents, guardians or unaccompanied youth. The written explanation will be easy to understand and free of jargon. When appropriate, the District will translate the decision into the recipient's dominant language. At a minimum, the written explanation of how the District reached its decision regarding eligibility, school selection or enrollment will include:
 - A. A description of the action that the District proposed or refused;
 - B. An explanation of why the District proposed or refused the action;
 - C. A description of any other options the District considered;
 - D. The reasons why the District rejected any other options;
 - E. A description of any other factors relevant to the District's decision and information related to the eligibility or best interest determination. This includes the facts, witnesses and evidence relied upon and their sources;
 - F. Appropriate timelines to ensure any relevant deadlines are met;
 - G. Contact information for the District liaison and state homeless education coordinator and a brief description of their roles and
 - H. Notice to the recipient of their right to file an appeal, including step-by-step instructions of how to file an appeal.

3. The student, parent or guardian has the right to appeal any district determination of eligibility, school selection or enrollment. The District liaison will guide the student, parent or guardian through the entire dispute resolution process. The liaison will assist in both the local and state-level appeals process, if necessary. This includes recording evidence that will be used to write an appeal if a parent, guardian or unaccompanied youth cannot do so by him or herself and providing access to school materials, such as copiers and fax machines.
4. Following an appeal at the local level, if the student, parent or guardian still disagrees with the determination, they may appeal to the Ohio Department of Education (ODE). The District liaison will forward all written documentation and related documents to the ODE state coordinator for homeless education. Upon receipt of any requested documentation, the state coordinator for homeless education will investigate the dispute and request applicable documentation. ODE will make a decision within 15 school days from the receipt of all necessary materials and will provide the final decision to the District Superintendent, building principal, local liaison, and parent, guardian or unaccompanied youth. All parties must immediately adhere to the final determination.

(Approval date:)

NOTE: All school districts are required to have a dispute resolution process. The language incorporated here is based on the Ohio Department of Education (ODE) model dispute resolution policy. While not required to appear in board policy, this regulation helps document the district's process to ensure compliance with requirements of the McKinney-Vento Homeless Assistance Act. ODE also has developed forms that may be used for purpose of managing the dispute resolution process. Information and resources are available on ODE's homeless students web page.

STUDENT ABSENCES AND EXCUSES

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

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

1. personal illness of the student;
2. illness in the student's family **necessitating the presence of the child;**
3. needed at home to perform necessary work directly and exclusively for parents or legal guardians **for a limited period of time when approved by the Superintendent** (applies to students over 14 years of age only);
4. death in the family (**applies to absences of up to 18 school hours unless a reasonable cause may be shown for a longer absence**);
5. quarantine for contagious disease;
6. ~~religious reasons~~ **observance of religious holidays consistent with a student's truly held religious belief;**
7. traveling out of state to attend a Board-approved enrichment activity or extracurricular activity (applies to absences of up to 24 school hours) or;
8. **college visitation;**
9. **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;**
10. **absences due to a student being homeless or**
- 11.8. as determined by the Superintendent.

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

The Board does not believe that students should be excused from school for vacations or other nonemergency trips. The responsibility for such absences resides with the parent(s), and they must not expect any work missed by their child to be retaught by the teacher. If the school is notified in advance of such a trip, reasonable efforts are made to prepare a general list of assignments for the student to do while he/she is absent.

The Board authorizes the Superintendent to establish a hearing and notification procedure for the purpose of denying a student's driving privileges if that student of compulsory school age has been absent without legitimate excuse for more than 60 consecutive hours during a school month or a total of at least 90 hours during a school year.

[Adoption date:]

LEGAL REFS.: ORC 3313.609
3321.01; 3321.03; 3321.04; 3321.13; 3321.14; 3321.19; 3321.38
4510.32
OAC 3301-69-02

CROSS REFS.: IGAC, Teaching About Religion
IKB, Homework
JEDB, Student Dismissal Precautions
JHC, Student Health Services and Requirements
JHCC, Communicable Diseases

NOTE: In 2009, the Ohio General Assembly enacted House Bill (HB) 1, which directed school districts to count – up to 24 school hours as excused absences – time that a student is absent from school for the sole purpose of traveling out of state to a board-approved enrichment activity or an extracurricular activity. The student is required to make up all missed classroom assignments.

In addition, if the student will be out of the state for 24 or more consecutive school hours for a board-approved enrichment activity or extracurricular activity, a classroom teacher employed by the board must accompany the student to provide instructional assistance.

THIS IS A REQUIRED POLICY

TOBACCO USE BY STUDENTS
(Version 2)

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

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

Tobacco Use Prohibited

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

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

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

Additionally, no student is permitted to possess cigarettes, other tobacco products, papers used to roll cigarettes, lighters or other paraphernalia at any time.

Providing Notice

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

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

Enforcement

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

Educational Reinforcement

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

[Adoption date:]

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

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

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

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

House Bill 144 (2014) added alternative nicotine products and electronic cigarettes to the juvenile tobacco laws.

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

NO TOBACCO USE ON DISTRICT PROPERTY
(Version 2)

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

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

(Permissive language)

yes) For the purpose of this policy, electronic cigarettes are considered "tobacco."

Tobacco Use Prohibited

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

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

Tobacco Advertisements and Promotions

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

Providing Notice

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

Enforcement

Citizens failing to comply with this policy are educated as to State law and the Board's policy on smoking. Persons refusing to extinguish smoking materials are directed to leave school property and may be fined by the Ohio Department of Health or its designees.

(Permissive language – customize to reflect District procedures)

yes The following disciplinary actions may be taken against school visitors found in violation of this policy

1st offense: verbal notification of the policy

Multiple offenses: removal from school property or, if off-campus, removal from school activity

[Adoption date:]

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

CROSS REFS.: GBK, Tobacco Use on District Property by Staff Members
JFCG, Tobacco Use by Students
KGB, Public Conduct on District Property

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

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

Electronic cigarettes (e-cigarettes) have increased in popularity. These devices are not classified as tobacco and are not subject to the same restrictions as other forms of tobacco or cigarettes. Districts that want to add e-cigarettes to the definition of tobacco in this policy should review the provided permissive language. Districts may need to update postings to reflect the restrictions on the use of e-cigarettes.

THIS IS A REQUIRED POLICY

Remove

EMERGENCY MANAGEMENT AND SAFETY PLANS
(Administrative Rules/Protocols)

The Board directs the Superintendent/designee to prepare and maintain a comprehensive emergency management ~~plan meeting State law requirements, and safety plans and administrative rules/protocols regarding the topics listed below.~~ The rules/protocols are ~~plan is~~ kept in the central office in a secure location.

Administrative Rules/Protocols

The Superintendent/designee also must develop safety rules/protocols addressing the following areas:

1. A list of dangerous or recalled products.
2. Radon rules or protocols including evidence that each school has been built radon resistant or has been tested for radon within the past five years.
3. An asbestos management plan including evidence of inspection for asbestos within three years, evidence of periodic surveillance within the past six months and a copy of the yearly written notice to the public referencing asbestos inspection and the availability of the asbestos management plan for review.
4. ~~A schoolwide safety or crisis management plan, which provides a protocol for responding to any emergency events and a protocol providing for immediate notification to the appropriate fire department and board of health in the event of any spill or release of a hazardous substance on school grounds.~~
- 4.5. Guidance regarding bloodborne pathogen risk reduction.
- 5.6. Procedures for administering medications to students.
- 6.7. A written comprehensive safety plan addressing:
 - A. safety management accountabilities and strategies;
 - B. safe work practices;
 - C. accident analysis procedures;
 - D. job safety analysis procedures;
 - E. safety committees and employee involvement strategies;

- F. employee safety and health training;
 - G. treatment of sick or injured workers;
 - H. safety and health hazard audits;
 - I. ergonomics;
 - J. transportation safety;
 - K. identification and control of physical hazards;
 - L. substance abuse; **and**
 - ~~M. school violence prevention and~~
 - ~~M.N. personal protective equipment.~~
- 7.8. A written chemical hygiene plan, which sets forth procedures, equipment, personal protective equipment and work practices that are capable of protecting employees and students from the health hazards of chemicals in the school.
- 8.9. Safety data sheets for every hazardous chemical used in each school building or on the school grounds for cleaning, maintenance or instruction. (These must be kept where the chemicals are stored in addition to the main office of each building.)
- 9.10. Protocols on staff and student hand washing.
- 10.11. No-smoking signs.
- 11.12. The District's integrated pest management policy.
- 12.13. Protocols for using automated external defibrillators (AEDs).
- ~~14. Protocols for responding to in-school crises, including student crime, suicide, death of a student or employee, acts of violence (including bomb threats and school intruders), trauma, accidents and/or terrorism.~~
- 13.15. Protocols for the management of students with life-threatening allergies.

(Approval date:)