

**OFFICIAL MINUTES  
OF THE  
BOARD OF EDUCATION, DAYTON CITY SCHOOL DISTRICT**

**MEMBERS**

Adil Baguirov

Joseph Lacey

Ronald Lee

Nancy Nerny

Hazel Rountree

Sheila Taylor

Rev. Dr. Robert Walker

**OFFICERS**

Rev. Dr. Robert Walker  
President

Nancy Nerny  
Vice President

Lori Ward  
Superintendent of  
Schools

Craig A. Jones  
Treasurer / Chief  
Financial Officer

Student Senate Representative: Louisa Okwudibonye

**February 18, 2014**

**Business Meeting**

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**These Minutes approved March 18, 2014, Dayton, Ohio**

**These Minutes published March 24, 2014, Dayton, Ohio**

**Board of Education, Dayton City School District  
Dayton Montgomery County, Ohio  
February 18, 2014 – Business Meeting**

The Board of Education of the Dayton City School District convened its regularly scheduled Business Meeting on Tuesday, February 18, 2014 at 6:02 p.m. in the Board Room, 115 S. Ludlow Street, Dayton, Montgomery County, Ohio, with President Walker in the Chair.

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**ROLL CALL**

MEMBERS ANSWERING ROLL CALL: Lacey, Nerny, Rountree, Taylor, Walker – 5

MEMBERS ABSENT: Lee – 1

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**ARRIVAL AFTER ROLL CALL**

MEMBERS ARRIVING AFTER ROLL CALL: Baguirov arrived at 6:05 p.m.  
{SSR – Okwudibonye} – Arrived at 6:16 p.m.

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**PLEDGE**

Pledge of allegiance to the flag.

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**SPECIAL RECOGNITION**

Chief of School Innovation David Lawrence presented certificates to winners of the 29<sup>th</sup> Annual Margaret E. Peters Award and thanked students who participated in the contest.

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**SPECIAL PRESENTATION – Cleveland Prek-8**

Laura Busse, Principal of Cleveland Prek-8 School delivered her presentation.

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**SPECIAL RECOGNITION CONTINUES - MARGARET E. PETERS AWARD**

Chief of School Innovation David Lawrence presented additional certificates to winners of the 29<sup>th</sup> Annual Margaret E. Peters Award.

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**ACADEMIC UPDATE**

Superintendent Lori L. Ward congratulated winners who could not make it tonight and participants in the 29<sup>th</sup> Annual Martin Luther King Jr. Art, Poetry and Prose Contest. Linda Stagles, Race to The Top Coordinator briefly spoke and Chief of School Improvement, Lisa Minor, presented the winter progress monitoring report by grade level.

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**DAYTON EDUCATION COUNCIL REPORT**

Les Weller addressed the board regarding Richard Melson’s presentation on district technology to DEA which will be held February 24<sup>th</sup>.

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**HEARING OF THE PUBLIC**

Maria Holt of Racial Justice Now addressed the board regarding the status of education legislation on zero tolerance. Monthly teach ins are planned for the community and will be held at various locations in the area. Representatives Fred Strahorn and Roland Winburn have introduced education legislation bills regarding zero tolerance issues. We are waiting

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for Governor Kasich's Ohio's Community For Kids Program which is looking at zero tolerance measures coming out before we go forward with SB167.

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**SUPERINTENDENT'S RECOMMENDATIONS**

The following recommendations were presented by Lori L. Ward, Superintendent of Schools for consideration by the Board:

**GENERAL FUNDS**

**ITEM I**

I recommend that the **SEPARATIONS OF EMPLOYMENT** of the following persons be accepted for both regular and supplemental duties.

**OPERATIONS**

001.2700.142.6241.000000.578.00.000

Mackey, Evan N.

Resignation

Eff. 2/3/2014

001.2700.142.6241.000000.578.00.000

Tribble, Iris Tinea

Resignation

Eff. 1/21/2014

001.2700.141.6241.000000.156.00.000

Williams, James

Retirement

Eff. 12/31/2013

**TEACHER**

001.1280.111.4590.000000.140.00.000

Barnhart, Deborah

Retirement

Eff. 6/30/2014

001.1110.111.3020.000000.112.00.000

Clarke, Marion

Retirement

Eff. 5/30/2014

001.1110.111.3020.000000.118.00.000

Durham, Veeda D.

Retirement

Eff. 6/30/2014

001.1110.111.3020.000000.115.00.000

Hahn, Sarah

Retirement

Eff. 7/1/2014

001.1110.111.3020.000000.118.00.000

Johnson, Deborah L.

Retirement

Eff. 6/30/2014

001.1234.111.4503.000000.130.00.000

Marshall, Jean

Retirement

Eff. 5/30/2014

001.1110.111.3020.000000.118.00.000

Milord, Thomas

Retirement

Eff. 1/29/2014

001.1130.111.3020.000000.363.00.000

Sells, Sherrie K.

Retirement

Eff. 6/1/2014

**TRANSPORTATION**

001.2810.142.6320.000000.537.00.000

Craig, Barry N.

Resignation

Eff. 12/20/2013

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001.2810.142.6320.000000.537.00.000 Slaughter, Kathy J.	Resignation	Eff. 1/29/2014
001.2810.142.6320.000000.537.00.000 Hargrove, Sr., David	Termination	Eff. 1/23/2014

**ITEM II**

I recommend that the following **LEAVE OF ABSENCE ACTIONS** for Members of the staff shown below be approved for the reasons stated.

**CLERICAL**

001.2421.141.3111.000000.118.00.000 Coulter, Alice M. FMLA	Eff. 1/10/2014 - 3/10/2014
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**OPERATIONS**

001.2700.141.6241.000000.578.00.000 Bolender, Nancy J. FMLA	Eff. 11/28/2013 - 5/28/2014
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**TEACHER**

001.1110.111.3020.000000.112.00.000 Cox, Kelly R. FMLA	Eff. 11/21/2013 - 2/18/2014
001.1110.111.3020.000000.140.00.000 Siemer, Samantha B. Medical	Eff. 3/13/2014 - 4/10/2014

**ITEM III**

I recommend that the following **APPOINTMENTS AND CHANGES TO THE CONTRACTS of the PROFESSIONAL STAFF MEMBERS** shown be approved in accordance with the bargaining unit agreements, Board-approved salary schedules and/or mandates of the State Division of Career, Technical and Adult Education.

**RESERVE TEACHER****New Hire****ADMINISTRATIVE BUILDING**

Reserve Teacher at the rate of \$12.75 hourly NTE 72.50 hours,  
Eff. 2/24/2014 - 5/30/2014, 001.1190.112.7321.000000.000.00.000  
Lewis, Katherine  
McAtee, Sharon A.  
Talbert, Anna

**Rehire of Retiree****ADMINISTRATIVE BUILDING**

Reserve Teacher at the rate of \$12.75 hourly NTE 72.50 hours,  
Eff. 2/24/2014 - 5/30/2014, 001.1190.112.7321.000000.000.00.000  
Kelly, Jeanne

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Phelps-Jordan, Stephanie

**TEACHER**

**Supplemental Contract**

BELLE HAVEN PREK-8 SCHOOL

CORRECTION of salary/dates from Board meeting 12/17/2013 Model Classroom Teacher at the rate of \$559.94 annually

Eff. 8/15/2013 - 12/20/2013, 001.2218.113.7311.000000.000.00.000

Ferrell, Nina

Model Classroom Teacher at the rate of \$559.94 annually

Eff. 1/6/2014 - 5/30/2014, 001.2218.113.7311.000000.000.00.000

Groach, Pamela

**BELMONT HIGH SCHOOL**

CORRECTION to board action 1/08/2014 JROTC Drill Instructor at the rate of \$2,969.40 annually

Eff. 8/15/2013 - 5/30/2014, 001.4670.113.7311.000000.000.00.000

Hays, Jerry

JROTC Drill Instructor at the rate of \$2,969.40 annually

Eff. 8/15/2013 - 5/30/2014, 001.4670.113.7311.000000.000.00.000

Oliver, Thomas

**CHARITY ADAMS EARLEY GIRLS ACADEMY**

Forensics Sponsor (\$115.38 per contest NTE 8 contests per year) at the rate of \$923.04 annually

Eff. 8/15/2013 - 5/30/2014, 001.4112.113.7311.000000.000.00.000

Martcheva, Jennifer M.

**MEADOWDALE HIGH SCHOOL**

Senior Class Advisor at the rate of \$559.94 annually

Eff. 1/6/2014 - 5/30/2014, 001.4670.113.7311.000000.000.00.000

Millerton, Tasha

**STIVERS SCHOOL FOR THE ARTS**

Forensics Sponsor (\$115.38 per contest NTE 8 contests per year) at the rate of \$923.04 annually

Eff. 8/15/2013 - 5/30/2014, 001.4112.113.7311.000000.000.00.000

Boddie, Nikol

To provide light/sound services to outside groups who rent Centennial Hall at Stivers School for the Arts at the rate of \$1,500.00 annually

Eff. 8/12/2013 - 5/30/2014, 001.2420.113.3111.000000.271.00.000

Findley, John

King, Gary D.

**WESTWOOD PREK-8 SCHOOL**

Forensics Sponsor (\$115.38 per contest NTE 8 contests per year) at the rate of \$923.04 annually

Eff. 8/15/2013 - 5/30/2014, 001.4112.113.7311.000000.000.00.000

Cunningham, Leslie L.

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**ITEM IV**

I recommend that the Board of Education enter into the following **CONTRACTS AND AGREEMENTS**, and further, that the officers of the Board be authorized to sign same.

AT&T - E-rate services for phone lines at each Dayton Public Schools facility; 36 month terms July 1, 2014 - June 30, 2017. Eff. 7/1/2014-6/30/2017.

Cumberland Therapy Service, LLC - To provide speech therapy services to DPS special needs students for the 2013-2014 SY. Eff. 1/6/2014-6/27/2014.

Code: 001.2150.410.4511.000000.500.00.000 (Amt: \$80,000.00)

**Purchase Request: PR009195**

Gaggle - An E-Rate service provider that currently provides email and student web services to Dayton Public Schools. Eff. 7/1/2014-6/30/2017.

**ITEM V**

I recommend approval of the Resolution requesting to participate in the FY 2014-2015 E-Rate Program.

**Rationale**

The Federal Communications Commission (FCC) established an E-Rate program to provide affordable access to telecommunication services for eligible schools and libraries. Districts are reimbursed for their telecommunication services, internet access, internal connections and basic maintenance of internal connections based on the percentage of students eligible for free and reduced lunch.

Pursuant to Board Resolution Approval on 12/3/13, resolution that the Dayton Public School District will apply for the following E-Rate eligible services and enter into the appropriate purchase orders and or contracts for July 1, 2014 through June 30, 2015.

Resolved that the Dayton Public School District will apply for the following E-rate eligible services and enter into the appropriate Purchase Orders and or Contracts for July 1, 2014 – June 30, 2015.

<b>E-rate Service</b>	<b>Number of Bids received</b>	<b>Award</b>	<b>Award Amount</b>
Plain Old Telephone Service (POTS)	1	AT&T	\$ 23.00 per line/mo.
Long Distance	2	CenturyLink	\$ 0.0275 / min
Paging Wireless	2	P&R Spectrum Resources	\$ 80,600.00
Internet Access: Student e-Mail	2	Gaggle	\$ 74,495.00

**NON/GENERAL FUNDS****ITEM VI**

I recommend that the **SEPARATIONS OF EMPLOYMENT** of the following persons be accepted for both regular and supplemental duties.

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**NUTRITION SERVICES**

006.3120.142.6902.000000.506.00.000

Woodall, Marcia L.

Resignation

Eff. 1/20/2014

**TEACHER**

401.3260.111.9191.000000.664.00.000

Mues, Elizabeth A.

Retirement

Eff. 6/30/2014

572.1270.111.9761.000000.140.00.000

Price, Karen E.

Retirement

Eff. 5/30/2014

**ITEM VII**

I recommend that the following **APPOINTMENTS AND CHANGES TO THE CONTRACTS of the PROFESSIONAL STAFF MEMBERS** shown be approved in accordance with the bargaining unit agreements, Board-approved salary schedules and/or mandates of the State Division of Career, Technical and Adult Education.

**TEACHER****Supplemental Contract****BELLE HAVEN PREK-8 SCHOOL**

To participate in after school professional development regarding job-embedded real life training program involving Rigor & Relevance coaches while working with most at risk students at the rate of \$38.24 hourly NTE 108 hours,

Eff. 2/19/2014 - 5/15/2014, 572.1930.113.9762.000000.500.00.000

Hahn, Katharine

To participate in after school professional development regarding job-embedded real life training program involving Rigor & Relevance coaches while working with most at risk students at the rate of \$23.40 hourly NTE 108 hours,

Eff. 2/19/2014 - 5/15/2014, 572.1930.113.9762.000000.500.00.000

Scott, Lauren Elizabeth

**CHARITY ADAMS EARLEY GIRLS ACADEMY**

To provide after school support in Reading and Math at the rate of \$32.89 hourly NTE 30 hours,

Eff. 2/20/2014 - 4/17/2014, 572.1930.113.9762.000000.500.00.000

Brown, Chiara R,

To provide after school support in Reading and Math at the rate of \$35.41 hourly NTE 30 hours,

Eff. 2/20/2014 - 4/17/2014, 572.1930.113.9762.000000.500.00.000

Byrd, Danielle I.

To provide after school support in Reading and Math at the rate of \$34.19 hourly NTE 30 hours,

Eff. 2/20/2014 - 4/17/2014, 572.1930.113.9762.000000.500.00.000

Campbell, Rosalyn J.

To provide after school support in Reading and Math at the rate of \$31.61 hourly NTE 30 hours,

Eff. 2/20/2014 - 4/17/2014, 572.1930.113.9762.000000.500.00.000

Chester, Shannon M.

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To provide after school support in Reading and Math at the rate of \$27.57 hourly  
NTE 30 hours,  
Eff. 2/20/2014 - 4/17/2014, 572.1930.113.9762.000000.500.00.000  
Christy, Megan

To provide after school support in Reading and Math at the rate of \$35.41 hourly NTE 30 hours,  
Eff. 2/20/2014 - 4/17/2014, 572.1930.113.9762.000000.500.00.000  
Dixon, Vicki L.

To provide after school support in Reading and Math at the rate of \$42.49 hourly NTE 30 hours,  
Eff. 2/20/2014 - 4/17/2014, 572.1930.113.9762.000000.500.00.000  
Jeffries, Karen

To provide after school support in Reading and Math at the rate of \$26.32 hourly NTE 30 hours,  
Eff. 2/20/2014 - 4/17/2014, 572.1930.113.9762.000000.500.00.000  
Martcheva, Jennifer M.

To provide after school support in Reading and Math at the rate of \$38.24 hourly NTE 30 hours,  
Eff. 2/20/2014 - 4/17/2014, 572.1930.113.9762.000000.500.00.000  
Vukovic-Burkhardt, Kelli

To provide after school support in Reading and Math at the rate of \$34.58 hourly NTE 30 hours,  
Eff. 2/20/2014 - 4/17/2014, 572.1930.113.9762.000000.500.00.000  
Whitfield, Renita S.

To provide after school support in Reading and Math at the rate of \$42.49 hourly NTE 30 hours,  
Eff. 2/20/2014 - 4/17/2014, 572.1930.113.9762.000000.500.00.000  
Worley, Phyllis J.

To provide after school support in Reading and Math at the rate of \$14.94 hourly NTE 30 hours,  
Eff. 2/20/2014 - 4/17/2014, 572.1930.143.9762.000000.500.00.000  
Burks, Reigan R.

**DAVID H. PONITZ CAREER TECHNOLOGY CENTER**

Career Tech Extended Learning Opportunities for Students at the rate of \$1,500.00 annually  
Eff. 1/9/2014 - 4/24/2014, 524.2212.113.9682.000000.000.00.000  
Findley, John  
Stephens, Ashley I.  
Viskup, Joanne Casale

**KISER PREK-8 SCHOOL**

To support the coordination and implementation of district wide events that expose students to STEM learning opportunities and increase non-traditional participation in CTE programming at the rate of \$3,000.00 annually  
Eff. 9/1/2013 - 2/1/2014, 524.2212.113.9682.000000.000.00.000  
Recob, Marijane

**RIVER'S EDGE MONTESSORI PREK-6 SCHOOL**

To participate in after school professional development regarding job-embedded real life training program involving Rigor & Relevance coaches while working with most at risk students at the rate of \$43.40 hourly NTE 108 hours,  
Eff. 12/3/2013 - 5/30/2014, 572.1930.113.9762.000000.500.00.000



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Albert, Roland

To participate in after school professional development regarding job-embedded real life training program involving Rigor & Relevance coaches while working with most at risk students. at the rate of \$43.40 hourly NTE 108 hours,  
Eff. 12/3/2013 - 5/30/2014, 572.1930.113.9760.000000.500.00.000  
Powell, Gregory

**STIVERS SCHOOL FOR THE ARTS**

To provide College & Career support for students preparing to take the ACT. at the rate of \$42.19 hourly NTE 40 hours,  
Eff. 2/22/2014 - 5/17/2014, 572.1930.113.9762.000000.500.00.000  
Daniels, Adre

**ITEM VIII**

I recommend that the following **APPOINTMENTS AND CHANGES for NON-TEACHING PERSONNEL** be approved at the rates indicated and for the periods shown, in accordance with the salary schedule for the period stated.

**NUTRITION SERVICES**

**Change of Assignment**

**THURGOOD MARSHALL HIGH SCHOOL**

Food Service Manager at the rate of \$15.92 hourly NTE 80 hours,  
Eff. 2/10/2014, 006.3120.141.6902.000000.372.00.000  
Carter, Rose

**New Hire**

**SERVICE BUILDING**

Substitute Food Service Preparer at the rate of \$7.95 hourly NTE 80 hours,  
Eff. 2/24/2014, 006.3120.142.6902.000000.000.00.506  
Bosier, Chelsea

**ITEM IX**

I recommend that the following **CONTRACTS FOR CONSULTANT SERVICES** be approved in the amounts shown for the reasons stated.

Aullwood Audubon Ctr. & Farm, 1000 Aullwood Rd, Dayton, OH 45414-1129  
NTE: \$10,000.00

To hold workshops training Dayton Public Schools Early Childhood teachers on classroom teaching and song writing; creating songs to be recorded onto CDs and presented to parents through the parent program; train teachers on the Science Early Learning and Development standards using puppets and music. The following schools are included in the training: Belle Haven, Cleveland, Eastmont, Edison, Edwin Joel Brown, Fairview, Horace Mann, Kemp, Kiser, Louise Troy, Meadowdale PreK-8, Rosa parks, Ruskin, Valerie, Westwood, World of Wonder, and Wright Brothers.

Eff. 12/2/2013-5/29/2014.

Code: 572.2213.412.9762.000000.000.00.000 (Amt: \$10,000.00)

**Purchase Request: PR009102**

Baqer, Muna, 5435 Kettering Square Drive North, Dayton, OH 45440-2901

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NTE: \$4,782.00

To provide consultant services to enhance instructional practices for English Is A Second Language students in the nonpublic schools.

Eff. 1/22/2014-5/30/2014.

Code: 551.3260.412.9902.000000.000.00.000 (Amt: \$4,782.00)

**Purchase Request: PR009197**

Canady Consulting, Inc., 106 Bedford Place, Charlottesville, VA 22903-4622

NTE: \$3,000.00

To develop 4/4 data-based schedule for Thurgood Marshall High School, January 2014.

Eff. 1/15/2014-1/31/2014.

Code: 537.2213.412.9334.000000.372.00.000 (Amt: \$3,000.00)

**Purchase Request: PR009140**

Dayton Contemporary Dance Co., 840 Germantown St, Dayton, OH 45402-8311

NTE: \$1,500.00

To provide professional development to teachers and students at Dunbar Early College High School using literary components and dance to educate students about the effects of bullying and stereotyping.

Eff. 3/7/2014-3/28/2014.

Code: 572.2213.412.9762.000000.000.00.000 (Amt: \$1,500.00)

**Purchase Request: PR009233**

Ramos, Imelda Ayala, 306 S. Bromfield Rd., Dayton, OH 45429

NTE: \$9,600.00

To provide consultant services to enhance parental involvement programming, especially for ELL subjects in the nonpublic schools

Eff. 1/22/2014-6/6/2014.

Code: 551.3260.412.9902.000000.000.00.000 (Amt: \$4,800.00)

Code: 551.2190.412.9902.000000.000.00.000 (Amt: \$4,800.00)

**Purchase Request: PR009194**

Scholastic Book Club, Inc., PO Box 7502, Jefferson City, MO 65102-7502

NTE: \$49,600.00

Four cycles of (4) consultant service days to deliver classroom-embedded instructional strategy-modeling and coaching sessions for 3 building teachers at Cleveland PreK-6. Total service days: 16

Eff. 12/17/2013-6/30/2014.

Code: 572.2213.412.9762.000000.000.00.000 (Amt: \$49,600.00)

**Purchase Request: PR009100**

Scholastic Book Club, Inc., PO Box 7502, Jefferson City, MO 65102-7502

NTE: \$49,600.00

Four cycles of (4) consultant service days to deliver classroom-embedded instructional strategy-modeling and coaching sessions for 3 building teachers at River's Edge Montessori PreK-8. Total service days: 16

Eff. 12/17/2013-6/30/2014.

Code: 572.2213.412.9762.000000.000.00.000 (Amt: \$49,600.00)

**Purchase Request: PR009097**

Scholastic Book Club, Inc., PO Box 7502, Jefferson City, MO 65102-7502

NTE: \$12,400.00

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During each of the (4) Extended Day Academy cycles from December 2013 through June 30, 2014, River's Edge Montessori will contribute (1) consultant service day toward the (7) service days that will be used each cycle by this school and (6) other schools for the purpose of receiving Foundational Professional Learning services for teachers and coaches in the project. Total service days to be purchased by this school: 4 days

Eff. 12/17/2013-6/30/2014.

Code: 572.2213.412.9762.000000.000.00.000 (Amt: \$12,400.00)

**Purchase Request: PR009095**

Scholastic Book Club, Inc., PO Box 7502, Jefferson City, MO 65102-7502

NTE: \$12,400.00

During each of the (4) Extended Day Academy cycles from December 2013 through June 30, 2014, Cleveland PK-6 will contribute (1) consultant service day toward the (7) service days that will be used each cycle by this school and (6) other schools for the purpose of receiving Foundational Professional Learning services for teachers and coaches in the project. Total service days to be purchased by this school: 4 days

Eff. 12/17/2013-6/30/2014.

Code: 572.2213.412.9762.000000.000.00.000 (Amt: \$12,400.00)

**Purchase Request: PR009099**

Scholastic, Inc., PO Box 3720, Jefferson City, MO 65102-7502

NTE: \$190,007.00

To provide professional development services to DPS.

Eff. 11/15/2013-6/30/2014.

Code: 516.2213.410.9662.000000.000.00.000 (Amt: \$190,007.00)

**Purchase Request: PR007983**

Williams, Dr. Michael A., 4130 Linden Avenue, Ste. 309, Dayton, OH 45432-3034

NTE: \$4,950.00

To provide Longfellow Alternative School parents and students support to enhance a successful experience for students transitioning from a detention center and for students identified as at-risk of dropping out.

Eff. 2/19/2014-5/23/2014.

Code: 572.2190.412.9772.000000.500.00.000 (Amt: \$4,950.00)

**Purchase Request: PR009321**

Williams, Matthew, 2050 Village Dr., Apt. 306, Fairborn, OH 45324

NTE: \$5,880.00

To provide consultant services to enhance instructional practices for English Is A Second Language students in the nonpublic schools

Eff. 1/22/2014-5/30/2014.

Code: 551.3260.412.9902.000000.000.00.000 (Amt: \$5,880.00)

**Purchase Request: PR009240**

**ITEM X**

I recommend that the Board of Education enter into the following **CONTRACTS AND AGREEMENTS**, and further, that the officers of the Board be authorized to sign same.

Help Me Grow - To promote collaboration between Dayton Public Schools, Head Start, and Help Me Grow to provide services to young children with disabilities and their families without duplication of effort. Eff. 2/28/2014-1/31/2015.

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Hobsons, Inc. - To provide services for Naviance district wide. Eff. 12/20/2013-5/30/2014.  
Code: 524.2970.516.9682.000000.000.00.000 (Amt: \$36,092.25)

**Purchase Request: PR009029**

Miami Valley Child Development Centers, Inc. - To promote collaboration between Dayton Public Schools, Head Start, and Help Me Grow to provide services to young children with disabilities and their families without duplication of effort. Eff. 2/22/2014-1/31/2015.

Respectfully submitted,

Lori L. Ward  
**Superintendent**

It was moved by Mr. Lacey and seconded by Dr. Rountree to accept the Superintendent's Recommendations.

AYES: Baguirov, Lacey, Nerny, Rountree, Taylor, Walker – 6

NAYS: None – 0

**Motion Carried.**

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**TREASURER'S RECOMMENDATIONS**

The following recommendations were presented by Craig A. Jones, Treasurer for consideration by the Board:

**GENERAL & NON-GENERAL FUNDS**

**ITEM XI**

Pursuant to Section 3313.36 of the Ohio Revised Code, I recommend that the Board of Education of the Dayton City School District accept the following **donations** and that we convey our appreciation to the donor for their gracious and timely gifts.

**A. DAYTON PUBLIC SCHOOLS**

McKinney-Vento Homeless Children & Youth Holiday Celebration  
Miller Valentine - Walsh Fund  
\$550.00

Delta Sigma Theta Sorority Inc.  
\$300.00

Key Bank  
\$1,000.00

Bon Ton Stores Foundation  
Gift Cards  
\$250

Connie Bethel  
Doll, Balls, Puzzles, Games, etc.

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\$800

Barbara Brown & Family  
Gift Cards  
\$300

Ed Smith Flowers & Gifts  
Four Poinsettias  
\$150

Furst Florist & Greenhouse  
Four Poinsettias  
\$110  
Kohler Foods, Inc.  
Sheet Cake  
\$65

Life Enrichment Center  
Six Bicycles  
\$600

Maxine Hawkins  
Hats, Gloves, Scarves  
\$400

Carl Lombard  
One Hundred Sweat Shirt Hoodies  
\$500

Karen Lombard  
One Hundred Sweat Shirt Hoodies  
\$500

Meijer (Englewood)  
Gift Card  
\$200

Miami Valley Hospital  
Sheet Cake  
\$65

North Dayton Garden Center  
Seven Poinsettias  
\$250

Catherine Smith  
Sixty Holiday Cupcakes  
\$120

Frank Ware Sr. Banquet Center  
Banquet Hall  
\$800

Various Donations

**Board of Education, Dayton City School District  
Dayton Montgomery County, Ohio  
February 18, 2014 – Business Meeting**

Dayton Rotary  
McKinney Vento  
Coats  
\$5,000

Diversified Ophthalmics  
Fairview PreK-8 School @ Fairview Commons  
Eye Glasses & Eye Exams  
\$7,000.00

RTA  
McKinney Vento  
Bus Tokens  
\$150

Kappa Alpha Psi Fraternity  
McKinney Vento Program  
Nine Coats, One Thermal Pants  
\$170

Fairhaven Church  
Clothes, Toys, Hygiene & Household Items, Sleeping Bags, Bibles and Plastic Totes.  
\$85,000

Dayton Correctional Institute  
McKinney Vento Families Housed at the Red Cross  
Food Baskets  
\$624.54

Central State University  
Louise Troy PreK-4 School  
Thirty Hats & Thirty Pairs of Gloves  
\$60

Community Volunteers  
Cleveland PreK-6 School  
Volunteered to Maintain Garden  
\$251.20

Dayton Civic Schools from the University of Dayton  
Cleveland PreK-6 School  
Volunteered to Maintain Garden  
\$31.40

Susan & Jeff Wehmeyer  
Cleveland PreK-6 School  
Donated & Delivered Couches  
\$135.53

Jason Greenman & Community Volunteers  
Cleveland PreK-6 School  
Volunteered to Maintain School Gardens  
\$39.25

Dayton Civic Scholars From University of Dayton

**Board of Education, Dayton City School District  
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February 18, 2014 – Business Meeting**

Cleveland PreK-6 School  
Built Path to Cleveland Garden  
\$266.90

Anonymous  
Kiser PreK-8 School  
Provided Meals to Host the Family Cafe Event  
\$2,000

Hope Community Church  
Kiser PreK-8 School  
Coats to Students  
\$500

YMCA Greater Dayton  
Kiser PreK-8 School  
Provided Equipment for "Soccer for Success Program"  
\$800

Apex Church  
Secret Santa & Pancake Holiday Event at Cleveland & Edison Schools  
Five Hundred Meals  
\$5,000

Nancy Nerny  
Library/Media Services & Educational Technology Department  
Thirty Books "The Rain Baby: A Story of the Great Dayton Flood"  
by Elizabeth Ankeney Howard  
\$300

## ITEM XII

I recommend that the Board authorize the **General Funds and Non-General Funds PURCHASE REQUESTS** as submitted by the Treasurer.

### **GENERAL FUNDS**

I recommend that the following purchase requests in excess of \$5,000.00 be authorized by the Board of Education.

(1) PR009374  
Vendor: Process Software  
Fund: 001.2930.410.6005.000000.500.00.000 (Amt: \$6,604.50)  
(Information Technology)  
Description: Software Maintenance Renewal for anti-SPAM software for the district.  
Amount: \$6,604.50

(2) PR009074  
Vendor: Ohio Machinery Co.  
Fund: 001.2810.581.6320.000000.537.00.000 (Amt: \$9,915.10)  
(Transportation)  
Description: Material and labor to repair bus 124.  
Amount: \$9,915.10

(3) PR009076

**Board of Education, Dayton City School District  
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Vendor: Ohio Machinery Co.  
Fund: 001.2810.581.6320.000000.537.00.000 (Amt: \$7,138.22)  
(Transportation)  
Description: Material and labor to repair bus 120.  
Amount: \$7,138.22

(4) PR009441  
Vendor: School Bus Consultants, LLC  
Fund: 001.2810.410.6320.000000.537.00.000 (Amt: \$22,500.00)  
(Transportation)  
Description: Consulting Services Agreement for operation and efficiency review and analysis of Transportation.  
Amount: \$22,500.00

(5) PR007771  
Vendor: McCaslin, Imbus, McCaslin  
Fund: 001.2419.418.1420.000000.500.00.000 (Amt: \$6,075.01)  
(Legal)  
Description: Purchase order to pay for rendered legal services.  
Amount: \$6,075.01

(6) PR009505  
Vendor: Educational Testing Services  
Fund: 001.2929.412.1810.000000.000.00.000 (Amt: \$19,466.00)  
(Accountability)  
Description: Advanced Placement Program (AP) for exams and services rendered for the 2013 Exam administration for Stivers students.  
Amount: \$19,466.00

**NON-GENERAL FUNDS**

I recommend that the following purchase requests in excess of \$5,000.00 be authorized by the Board of Education.

**CONTRACT/AGREEMENT APPROVED ON 3/5/2013 BOARD AGENDA**

(1) PR009117  
Vendor: Public Health Dayton Montgomery County  
Fund: 006.3120.849.6902.000000.534.00.000 (Amt: \$9,700.00)  
(Nutrition Services)  
Description: Annual fees for Food Service Licenses.  
Amount: \$9,700.00

**CONTRACT/AGREEMENT APPROVED ON 12/17/2013 BOARD AGENDA**

(2) PR008888  
Vendor: Clean Harbors Environmental Service, Inc.  
Fund: 034.2720.410.6420.000000.000.00.000 (Amt: \$38,551.24)  
(Facilities & Operations)  
Description: Change of funding and increase in PO for professional services to allow for regulatory compliant response to environmental matters.  
Amount: \$38,551.24

**CONTRACT/AGREEMENT APPROVED ON 7/2/2013 BOARD AGENDA**

(3) PR009322  
Vendor: Montgomery County Juvenile Detention Center  
Fund: 572.1270.411.9772.000000.000.00.000 (Amt: \$57,980.68)  
(State & Federal Grant Management)  
Description: Contract to provide supplemental Reading and Math teachers for students housed at Montgomery County Juvenile Detention Center.



**Board of Education, Dayton City School District  
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Amount: \$57,980.68

(4) PR009316

Vendor: Ohio High School Athletic Association

Fund: 022.4516.849.9516.000000.551.00.000 (Amt: \$48,741.99)

(Athletics)

Description: OHSAA Football Games

Amount: \$48,741.99

(5) PR009366

Vendor: School Improvement Network

Fund: 590.2213.447.9142.000000.500.00.000 (Amt: \$28,000.00)

(School Improvement)

Description: To cover cost of renewal of PD360 license for Westwood, Belmont, Dunbar and Meadowdale High School.

Amount: \$28,000.00

(6) PR009367

Vendor: School Improvement Network

Fund: 537.2213.447.9334.000000.105.00.000 (Amt: \$7,000.00)

(School Improvement)

Description: To cover cost of PD360 license renewal for Edwin Joel Brown.

Amount: \$7,000.00

(7) PR009368

Vendor: School Improvement Network

Fund: 537.2213.447.9334.000000.115.00.000 (Amt: \$7,000.00)

(School Improvement)

Description: To cover cost of PD360 license renewal for Fairview.

Amount: \$7,000.00

(8) PR009369

Vendor: School Improvement Network

Fund: 537.2213.447.9334.000000.372.00.000 (Amt: \$7,000.00)

(School Improvement)

Description: To cover cost of PD360 license renewal for Thurgood Marshall HS.

Amount: \$7,000.00

**APPROVAL OF MINUTES**

January 8, 2014	Organizational
January 8, 2014	Informational Meeting
January 16, 2014	Review Session
January 21, 2014	Business Meeting
January 25, 2014	Board Retreat
January 28, 2014	Special Meeting
February 11, 2014	Review Session

**BOARD MEMBER REIMBURSEMENT**

1100001001-5439000-1311	
Adil Baguirov	\$284.00
Hazel Rountree	\$268.32

**Board of Education, Dayton City School District  
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**BOARD MEMBER TRAVEL**

OSBA – Increasing Private Funding for Your School District  
March 6, 2014  
Columbus, OH

Respectfully submitted,

Craig A. Jones  
**Treasurer**

It was moved by Mr. Lacey and seconded by Dr. Rountree to accept the Treasurer's Recommendations.

AYES: Baguirov, Lacey, Nerny, Rountree, Taylor, Walker – 6

NAYS: None – 0

**Motion Carried.**

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**NEW BUSINESS**

Ms. Okwudibonye reminded everyone that student senate is seeking donations for superintendent's student senate scholarship fund.

Dr. Baguirov requested current information on utility providers and rates for a comprehensive review within next two weeks.

Mr. Lacey attended Shoes 4 the Shoeless event at Edison school.

Ms. Nerny attended Cleveland Prek-8's COSI on wheels. Read Across America Day is coming March 3, 2014. DPS supports Nan Whaley's program for creating a program of learners.

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**RESOLUTION TO ADOPT BOARD POLICY**  
**(SECOND READING)**

**RATIONALE:**

In as much as the Board of Education is committed to the continued updating of its Policies, Rules and Regulations Manual and the committee, which was appointed, has been working toward that goal, the following are brought at this time for second readings in compliance with Board File.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Dayton City School District, Montgomery County, Ohio, hereby accepts and adopts the following policies that have been codified for inclusion in the Handbook of Policies, Rules and Regulations:

FILE	TITLE	YES	NO	ABSTAIN
DI	Fiscal Accounting and Reporting	X		
DN	School Properties Disposal	X		
EEACD	Drug Testing for District Personnel Required to Hold a Commercial Driver's	X		

**Board of Education, Dayton City School District  
Dayton Montgomery County, Ohio  
February 18, 2014 – Business Meeting**

	License			
JECBA	Admission of Exchange Students	X		
EEA	Student Transportation Services	X		
EEAC	School Bus Safety Program	X		
GBS	Health Insurance Portability and Accountability (HIPPA)	X		
EEAA	Eligibility Zone for Pupil Transportation	X		
GBN	Extended Group Health Coverage	X		

*See attachments for detailed copies of these regulations*

It was moved by Dr. Rountree and seconded by Mr. Lacey to accept the adoption of this policy.

AYES: Baguirov, Lacey, Nerny, Rountree, Taylor, Walker – 6

NAYS: None - 0

**Motion Carried.**

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**BOARD RESOLUTION TO ADOPT BOARD POLICY  
(FIRST READING)**

**RATIONALE:**

In as much as the board of education is committed to the continued updating of its Policies, Rules and Regulations Manual and the committee, which was appointed, has been working toward that goal, the following is brought at this time for first readings in compliance with Board File BFC Policy Adoption.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Dayton City School District, Montgomery County, Ohio, hereby accepts and adopts the following policies that have been codified for inclusion in the Handbook of Policies, Rules and Regulations:

<b>FILE</b>	<b>TITLE</b>	<b>CHANGE</b>
AC	Nondiscrimination/Harassment	Minor language change.
DGA	Authorized Signatures	Changed to improve district processes.
EB	Safety Program	Minor language change.
EBAA	Reporting of Hazards	Minor language change.
EBBC	Bloodborne Pathogens	Minor language change.
EBCD	Emergency Closings	Changed in accordance with legislation.
ECG	Integrated Pest Management	Minor language change.
IC/ICA	School Year/School Calendar	Changed in accordance with legislation.
ID	School Day	Changed in accordance with legislation.
JFCG	Tobacco Use by Students	Changed in accordance with legislation.
JFE	Pregnant Students	Minor language change.
KGC	Use of Tobacco Products on School Premises	Changed in accordance with legislation.

These policies are being read for the first time. As such, a Motion or Second is not required. The policies will be available in the Superintendent's Office for review and comment prior to their Second Reading and Adoption by the Board of Education. Furthermore, the policies will be reviewed by the Superintendent's Office, the Board's Office, and the Legal Department of the Dayton Public Schools prior to the Second Reading.

*See attachments for detailed copies of these regulations*

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**Board of Education, Dayton City School District  
Dayton Montgomery County, Ohio  
February 18, 2014 – Business Meeting**

**NEW BUSINESS CONTINUED**

Dr. Rountree attended Stiver's fund raiser at Coco's. She has received training from the Ohio School Boards Association for new board members and she visited Edwin Joel Brown School.

Ms. Taylor attended the poetry slam at three high schools. Additional poetry slams are scheduled for February 21, 2014 at Dunbar and February 28, 2014 at Meadowdale.

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**SUPERINTENDENT ANNOUNCEMENTS**

- The poetry slam is sponsored by Dayton Human Relations Council.
- Top 3 finalists from each school moves on to compete in grand slam on April 25, 2014. The winner to receive an all-expense paid trip to the National Youth Poetry competition in Chicago.
- On February 9, 2014, at the opening of Visual Voices: Visions of Dayton Funk at the Schuster Center, students from the Ponitz Career Technology Center recorded and edited interviews with the artists, musicians and others about the artists' creative process and to provide a historical perspective on the Dayton funk movement.
- Superintendent commended the Transportation Department for making it through the day although the weather was tricky.
- We are working toward a two hour delay process in the future.

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**ADJOURNMENT**

There being no further business, it was moved by Mr. Lacey and seconded by Ms. Nerny to adjourn.

AYES: Baguirov, Lacey, Nerny, Rountree, Taylor, Walker – 6

NAYS: None – 0

**Motion Carried. Meeting adjourned at 7:58 p.m.**

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**ATTEST:**

\_\_\_\_\_  
Craig A. Jones, Treasurer / Chief Financial Officer

\_\_\_\_\_  
Robert Walker, President

**RESOLUTION TO ADOPT BOARD POLICY**  
(SECOND READING)

**RATIONALE:**

Inasmuch as the Board of Education is committed to the continual updating of its Policies, Rules and Regulations Manual and the committee, which was appointed, has been working toward that goal, the following are brought at this time for second readings in compliance with Board File.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Dayton City School District, Montgomery County, Ohio, hereby accepts and adopts the following policies that have been codified for inclusion in the Handbook of Policies, Rules and Regulations:

FILE	TITLE	YES	NO	ABSTAIN
DI	Fiscal Accounting and Reporting			
DN	School Properties Disposal			
EEACD	Drug Testing for District Personnel Required to Hold a Commercial Driver's License			
JECBA	Admission of Exchange Students			
EEA	Student Transportation Services			
EEAC	School Bus Safety Program			
GBS	Health Insurance Portability and Accountability (HIPPA)			
EEAA	Eligibility Zone for Pupil Transportation			
GBN	Extended Group Health Coverage			

MOTION: \_\_\_\_\_

SECOND: \_\_\_\_\_

\_\_\_\_\_ AYES \_\_\_\_\_ NAYS

February 18, 2014



**RESOLUTION TO ADOPT BOARD POLICY  
(FIRST READING)**

**RATIONALE:**

Inasmuch as the Board of Education is committed to the continued updating of its Policies, Rules and Regulations Manual and the committee, which was appointed, has been working toward that goal, the following are brought at this time for first reading in compliance with Board File BFC Policy Adoption.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Dayton City School District, Montgomery County, Ohio, hereby accepts and adopts the following policies that have been codified for inclusion in the Handbook of Policies, Rules and Regulations:

<b>FILE</b>	<b>TITLE</b>	<b>CHANGE</b>
AC	Nondiscrimination/Harassment	<i>Minor language change.</i>
DGA	Authorized Signatures	<i>Changed to improve district processes.</i>
EB	Safety Program	<i>Minor language change.</i>
EBAA	Reporting of Hazards	<i>Minor language change.</i>
EBBC	Bloodborne Pathogens	<i>Minor language change.</i>
EBCD	Emergency Closings	<i>Changed in accordance with legislation.</i>
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IC/ICA	School Year/School Calendar	<i>Changed in accordance with legislation.</i>
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KGC	Use of Tobacco Products on School Premises	<i>Changed in accordance with legislation.</i>

These policies are being read for the first time. As such, a Motion or Second is not required. The policies will be available in the Superintendent's Office for review and comment prior to their Second Reading and Adoption by the Board of Education. Furthermore, the policies will be reviewed by the Superintendent's Office, the Board's Office, and the Legal Department of the Dayton Public Schools prior to the Second Reading.

**February 18, 2014**





**NONDISCRIMINATION/HARASSMENT**  
(Including Nondiscrimination on the Basis of Sex and Disability; Sexual Harassment)

The Board does not permit discriminatory practices. To ensure compliance with this policy, the Board:

1. promotes the rights and responsibilities of individuals as set forth in the State and Federal Constitutions, pertinent legislation and applicable judicial decisions;
2. encourages positive experiences for children, youth and adults;
3. works toward a more integrated society and enlists the support of individuals, as well as private and governmental groups and agencies, in such an effort;
4. uses communication and action techniques to air and reduce the grievances of individuals and groups;
5. considers the potential benefits or adverse consequences that the Board's decisions might have on the human relations aspects of the school community and
6. initiates a process of reviewing policies and practices of this District in order to help achieve the objectives of this statement.

The Board's policy of nondiscrimination extends to students, staff, job applicants, the general public and individuals with whom it does business, and applies to race, color, national origin, ancestry, citizenship status, religion, sex, economic status, age, disability, sexual orientation, status as a parent, military status and other human differences.

The Board does not discriminate on the basis of legally acquired genetic information.

The Board views harassment as a form of discrimination. Harassment is defined as intimidation by threats of or actual physical violence; the creation, by whatever means, including the use of electronic communications devices, of a climate of hostility or intimidation; or the use of language, conduct or symbols in such a manner as to be commonly understood to convey hatred, contempt or prejudice or to have the effect of insulting or stigmatizing an individual.

Employees or students who engage in discrimination/harassment of another employee or student are subject to disciplinary action.

Permission, consent or assumption of risk by an individual subjected to discrimination/harassment does not lessen the prohibition contained in this policy.

### Nondiscrimination on the Basis of Sex

The U.S. Department of Education has published regulations for implementing Title IX of the Education Amendments of 1972, which prohibits sex discrimination in federally assisted education programs.

Title IX states, in part: “No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any education program or activity receiving federal financial assistance.”

The Board ensures compliance with Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964 and the regulations promulgated through the U.S. Department of Education.

### Nondiscrimination on the Basis of Disability

The Board maintains that discrimination against a qualified disabled person solely on the basis of disability is unfair. To the extent possible, qualified disabled persons should be in the mainstream of life in a school community. In addition, the District is the recipient of federal funds and therefore must be in compliance with all laws and regulations which deal with disabled individuals.

Accordingly, employees of the District comply with the law and Board policy to ensure nondiscrimination on the basis of disability. The following is expected.

1. No one discriminates against qualified disabled persons in any aspect of school employment solely on the basis of disability.
2. Facilities, programs and activities are made available to qualified disabled persons.
3. Free appropriate public education at elementary and secondary levels, including nonacademic and extracurricular services and activities, are provided to qualified disabled persons.
4. No one excludes any qualified disabled person, solely on the basis of disability, from participation in any preschool education, day care, adult education or career-technical education program.
5. Each qualified disabled person is provided with the same health, welfare and other social services which are provided to others.

## Sexual Harassment

All persons associated with the District, including, but not limited to, the Board, the administration, the staff and the students, are expected to conduct themselves at all times so as to provide an atmosphere free from sexual harassment. Sexual harassment, whether verbal or nonverbal, occurring inside or outside of District buildings, on other District-owned property or at school-sponsored social functions/activities, is illegal and unacceptable and will not be tolerated. Any person who engages in sexual harassment while acting as a member of the school community is in violation of this policy.

Definition of Sexual Harassment: Unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature may constitute sexual harassment when:

1. submission to such conduct is made, either explicitly or implicitly, a term or condition of a person's employment or educational development;
2. submission to, or rejection of, such conduct by an individual is used as the basis for employment or education decisions affecting such individual or
3. such conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile or offensive environment.

Examples of sexual harassment-type conduct may include, but are not limited to, unwanted sexual advances; demands for sexual favors in exchange for favorable treatment or continued employment; repeated sexual jokes, flirtations, advances or propositions; verbal abuse of a sexual nature; graphic verbal commentary relating to an individual's body, sexual prowess or sexual deficiencies; coerced sexual activities; any unwanted physical contact; sexually suggestive or obscene comments or gestures; or displays in the workplace of sexually suggestive or obscene objects or pictures. Whether any act or comment constitutes sexual harassment-type conduct is often dependent on the individual recipient.

The Compliance Officer: The Board directs the Superintendent to appoint one or more compliance officers who are vested with the authority and responsibility for investigating all discrimination/harassment complaints in accordance with the procedures set forth in the accompanying regulation and staff and student handbooks.

Discrimination/harassment matters, including the identity of both the charging party and the accused, are kept confidential to the extent possible. No one shall retaliate against an employee or student and/or his/her parent because he/she files a grievance, assists or participates in an investigation, proceeding or hearing regarding the charge of discrimination/harassment of an individual or because he/she has opposed language or conduct that violates this policy.

The Board has developed complaint procedures which are made available to every member of the school community. The Board has also identified disciplinary penalties which could be imposed on the offenders.

[Adoption date: August 5, 2009]

[Re-adoption date: April 19, 2011]

LEGAL REFS.: Civil Rights Act, Title VI; 42 USC 2000d et seq.  
Civil Rights Act, (Amended 1972), Title VII; 42 USC 2000e et seq.  
Education Amendments of 1972, Title IX; 20 USC 1681  
Executive Order 11246, as amended by Executive Order 11375  
Equal Pay Act; 29 USC 206  
Genetic Information Nondiscrimination Act of 2008; 42 USC 2000ff et seq.  
Rehabilitation Act; 29 USC 794  
Individuals with Disabilities Education Act; 20 USC 1400 et seq.  
Age Discrimination in Employment Act; 29 USC 623  
Immigration Reform and Control Act; 8 USC 1324a et seq.  
Americans with Disabilities Act; 42 USC 12112 et seq.  
Ohio Const. Art. I, Section 2  
ORC Chapter 3323.01  
Chapter 4112  
5903.01 (G)  
OAC 3301-35-02; 3301-35-03

CROSS REFS.: AE, School District Goals and Objectives  
EDE, Computer/Online Services (Acceptable Use and Internet Safety)  
GBA, Equal Opportunity Employment  
IGAB, Human Relations Education  
IGBA, Programs for Students with Disabilities  
IGDJ, Interscholastic Athletics  
IIAA, Textbook Selection and Adoption  
JB, Equal Educational Opportunities  
JFC, Student Conduct (Zero Tolerance)  
JFCEA, Gangs  
JFCF, Hazing and Bullying (Mandatory Reporting)  
JHG, Reporting Child Abuse  
Employee Manual  
Student Handbooks  
AC-E, Complaint Form

CONTRACT REFS.: Teachers' Negotiated Agreement  
Support Staff Collective Bargaining Agreements

*NOTE: This category is for a general policy covering all types of nondiscrimination and harassment relating to students, staff and others. State and Federal law apply. Advice from your attorney would be helpful when drafting policies in this area.*

*If a policy relates to staff only, to students only, or a particular form of nondiscrimination, it is better filed elsewhere. Appropriate codes for such statements are indicated by the cross references.*

*Regulations pertaining to all forms of nondiscrimination--or a procedure all persons can resort to for redress of grievances related to nondiscrimination would follow under code AC-R.*

*Approval by a Board of Education of regulations in this area is required by law in some instances.*

*The Genetic Information Nondiscrimination Act of 2008 prohibits employers from discrimination in the employment setting on the basis of genetic information.*

*NOTE 2: In June 2013, the U.S. Department of Education's Office for Civil Rights (OCR) released a dear colleague letter, pamphlet and fact sheet with suggestions for schools, school district responsibilities and pregnant and parenting students' rights. Contact Ohio's OCR regional office or check OCR's website [www.ed.gov/ocr](http://www.ed.gov/ocr) for guidance and resources on pregnant and parenting students.*

***THIS IS A REQUIRED POLICY***

AUTHORIZED SIGNATURES  
(Use of Facsimile Signatures)

The Treasurer's and/or Board President's signature is used on checks, drafts, warrant-checks, vouchers and other orders on public funds deposited in designated depositories.

The Treasurer and Board President authorizes these designated depositories to honor any instrument bearing their facsimile signature in a form as he/she may designate and to charge the same to the account as fully as though it bore a manually written signature.

A facsimile signature includes, but is not limited to, the reproduction of any authorized signature by a copper plate or a photographic, photo static or mechanical device. The Treasurer must notify the designated depositories, in writing, a description of the device used to produce the facsimile signatures and a sample of the signatures.

The Board purchases a surety bond to protect the loss of any public funds.

[Adoption date: August 5, 2009]

[Anticipated re-adoption date: March 18, 2014]

LEGAL REFS.: ORC 9.10 through 9.14  
1306.06

***THIS IS A REQUIRED POLICY***

## SAFETY PROGRAM

The Board is concerned with the safety of all students, employees and members of the school community present on District property and at all District-sponsored events at other sites. The Board directs the administration to develop a safety program, which is reviewed on an annual basis.

The Superintendent/designee has responsibility for the safety program of the District and develops written procedures to comply with all applicable Federal and State laws and regulations.

The practice of safety is also a part of the instructional plan of the District through educational programs. The educational program includes instruction in traffic and pedestrian safety, fire prevention, in-service training and emergency procedures appropriately geared to students at different grade levels.

All staff are encouraged to participate in the safety practices of the District by providing recommendations that ensure a safe environment for all.

[Adoption date: August 5, 2009]

[Anticipated re-adoption date: March 18, 2014]

LEGAL REFS.: Public Employment Risk Reduction Program; ORC 4167.01 et seq.  
ORC 2744  
3313.60; 3313.643  
3707.26  
3737.73  
OAC 3301-35-06

CROSS REFS.: EA, Support Services Goals  
EEAC, School Bus Safety Program  
GBE, Staff Health and Safety  
IGAE, Health Education  
JHF, Student Safety

*NOTE: In addition to the subcategories of code EB (all of these file locations relate to safety), there are several other places in the OSBA coding system where policies pertaining to safety may be filed, as indicated by the cross-references above.*

***THIS IS A REQUIRED POLICY***

## REPORTING OF HAZARDS

The Board is concerned with the safety of students and staff and, therefore, complies with all Federal and State laws and regulations to protect students and staff from known hazards that pose an immediate risk to health and safety.

### Toxic Hazards

Toxic hazards exist in chemicals and other substances used in the school setting such as in laboratories, science classrooms, kitchens and in the cleaning of rooms and equipment.

The Superintendent appoints an employee to serve as the District's Toxic Hazard Preparedness (THP) officer. The THP officer:

1. identifies potential sources of toxic hazards in cooperation with material suppliers who supply the THP officer with safety data sheets (SDS);
2. ensures that all incoming materials, including portable containers, are properly labeled with the identity of the chemical, the hazard warning and the name and address of the manufacturer or responsible party;
3. maintains a current file of SDS for every hazardous material present on District property;
4. designs and implements a written communication program that:
  - A. lists hazardous materials present on District property;
  - B. details the methods used to inform staff and students of the hazards and
  - C. describes the methods used to inform contractors and their employees of any hazardous substances to which they may be exposed and of any corrective measures to be employed;
5. conducts a training program in compliance with State and Federal law for all District employees to include such topics as detection of hazards, explanation of the health hazards to which they could be exposed in their work environment and the District's plan for communication, labeling, etc. and
6. establishes and maintains accurate records for each employee at risk for occupational exposure including name, Social Security number, hepatitis B vaccine status, results of exams, medical testing and follow-up procedures for exposure incidents and other information provided by and to health care professionals.



In fulfilling these responsibilities, the THP officer may enlist the aid of county and municipal authorities and others knowledgeable about potential toxic hazards.

### Asbestos Hazards

In its efforts to comply with the Asbestos Hazard Emergency Response Act, the Public Employment Risk Reduction Program (PERRP) and the Asbestos Abatement Contractors Licensing Act, the Board recognizes its responsibility to:

1. inspect all District buildings for the existence of asbestos or asbestos-containing materials;
2. take appropriate action based on the inspections;
3. establish a program for dealing with friable asbestos, if found;
4. maintain a program of periodic surveillance and inspection of facilities or equipment containing asbestos and
5. comply with EPA regulations governing the transportation and disposal of asbestos and asbestos-containing materials.

The Superintendent appoints a person to develop and implement the District's Asbestos-Management Program, which ensures proper compliance with Federal and State law and the appropriate instruction of staff and students.

The Superintendent also ensures that, when conducting asbestos abatement projects, each contractor employed by the District is licensed pursuant to the Asbestos Abatement Contractors Licensing Act.

### Occupational Exposure Training

All employees with occupational exposure are required to participate in a training program at the time of their initial assignment to tasks where occupational exposure may occur.

Follow-up training for employees is provided one year after their initial training. Additional training is provided when changes such as modifications of tasks and procedures or institution of new tasks and procedures affect employees' occupational exposure.

A record of attendance at occupational exposure training is completed and maintained by the THP officer following each training session. These records are maintained for three years from the date of the training.

### Records Availability

All records required to be maintained are made available upon request for examination and copying by the employee, employee representatives and under the provisions of PERRP. Medical records, however, are not made available to employee representatives or other persons without written consent of the employee.

### Other Conditions Injurious to the Safety or Health of Building Occupants

In addition to the reporting of toxic hazards, the Board directs the Superintendent/designee to comply with all board of health inspections to ensure that conditions injurious to the safety or health of persons on District property are minimized.

During a board of health inspection, each building principal/designee provides:

1. access to the building and grounds during regular school hours;
2. a record of inspections of the school grounds and buildings for dangerous and recalled products;
3. any records or other information the board of health considers necessary to evaluate the health and safety of the school and
4. a representative who accompanies the sanitarian during the course of the inspection, with advance notice from the board of health.

### Liability Disclaimer

Nothing in this policy should be construed in any way as an assumption of liability by the Board for any death, injury or illness that is the consequence of an accident or equipment failure or negligent or deliberate act beyond the control of the Board or its officers and employees.

[Adoption date: August 5, 2009]

[Re-adoption date: January 19, 2010]

[Anticipated re-adoption date: March 18, 2014]

LEGAL REFS.: 29 CFR 1910.1030  
Asbestos School Hazard Abatement Act; 20 USC 4011 et seq.  
Asbestos Hazard Emergency Response Act; 15 USC 2641 et seq.  
Comprehensive Environmental Response, Compensation and Liability Act;  
42 USC 9601 et seq.  
ORC 3313.643; 3313.71; 3313.711  
3707.26  
4113.23  
4123.01 et seq.  
Public Employment Risk Reduction Program; ORC 4167.01 et seq.

CROSS REFS.: EB, Safety Program  
EBBC, Bloodborne Pathogens  
EBC, Emergency/Safety Plans  
ECG, Integrated Pest Management  
GBE, Staff Health and Safety

Note: In 2012, the Occupational Safety and Health Administration (OSHA) made changes to the Hazard Communication Standard (HCS), which brings the U.S. into alignment with the Globally Harmonized System of Classification and Labeling of Chemicals (GHS). These changes will be phased in over a period of three years (2013 - 2016) in order to help manufacturers, distributors and employers comply. Ohio's version of OSHA for public employers is the Public Employment Risk Reduction Program (PERRP). PERRP's mission is to ensure Ohio public employees have safe and healthy working conditions, and it has incorporated all OSHA standards, including the new Hazardous Communication Standard.

The new standard provides a single set of standardized criteria for classifying chemicals according to their health and physical hazards and specifies hazard communication elements for labeling and safety data sheets. It also made a terminology change — what was called a Material Safety Data Sheet (MSDS) is now called a Safety Data Sheet (SDS).

The first compliance date of the revised HCS was Dec. 1, 2013. By that date, employers must have trained their employees on the new label elements and SDS. This training was required early in the transition process because workers already are beginning to see the new labels and SDSs on chemicals in their workplace. To ensure employees have the information they need about chemical hazards in the workplace, it is critical employees understand the new label and SDS formats.

By December 1, 2015, chemical manufacturers and importers must provide a label that includes a signal word, pictogram, hazard statement and precautionary statement for each hazard class and category. Until that date, manufacturers can use either existing label requirements or the new standard.

## BLOODBORNE PATHOGENS

Staff and students incur some risk of infection and illness each time they are exposed to bodily fluids or other potentially infectious materials. While the risk to staff and students of exposure to body fluids due to casual contact with individuals in the school environment is very low, the Board regards any such risk as serious.

Consequently, the Board directs adherence to universally recognized precautions. Universally recognized precautions require that staff and students approach infection control as if all direct contact with human blood and body fluids is known to be infectious for HIV, HBV, HCV and/or other bloodborne pathogens.\*

To reduce the risk to staff and students by minimizing or eliminating staff exposure incidents to bloodborne pathogens, the Board directs the Superintendent to develop and implement an exposure control plan. This plan must be reviewed and updated at least annually in accordance with Federal law.

The plan includes annual in-service training for staff and students; first-aid kits in each school building and each student transportation vehicle; correct procedures for cleaning up body fluid spills and for personal cleanup.

Training is followed by an offer of immunization with hepatitis B vaccine for all staff who are required to provide first aid to students and/or staff. The vaccine is also offered to all staff who have occupational exposure as determined by the administrator.

[Adoption date: August 5, 2009]

[Anticipated re-adoption date: March 18, 2014]

LEGAL REFS.: 29 CFR 1910.1030  
ORC 3707.26  
Public Employment Risk Reduction Program; ORC 4167.01 et seq.

CROSS REFS.: EBBA, First Aid  
EBC, Emergency/Safety Plans  
GBEA, HIV/AIDS (Human Immunodeficiency Virus/Acquired Immune Deficiency Syndrome) (Also JHCCA)  
JHCC, Communicable Diseases

\* Bloodborne pathogens are pathogenic microorganisms that are present in human blood and can cause disease in humans. These include, but are not limited to, hepatitis B virus (HBV), hepatitis C virus (HCV) and human immunodeficiency virus (HIV).

*NOTE: In accordance with Federal law, a district's exposure control plan must contain the following elements:*

1. *the exposure determination containing the following:*
  - A. *a list of all job classifications in which all employees in those job classifications have occupational exposure;*
  - B. *a list of job classifications in which some employees have occupational exposure and*
  - C. *a list of all tasks and procedures or groups of closely related tasks and procedures in which occupational exposure occurs and that are performed by employees in job classifications listed in letter B above.*

*The exposure determination must be made without regard to the use of personal protective equipment.*

2. *the schedule and method of implementation for:*
  - A. *methods of compliance;*
  - B. *HIV and HBV research laboratories and production facilities;*
  - C. *hepatitis B vaccination and post-exposure evaluation and follow-up;*
  - D. *communication of hazards to employees and*
  - E. *record keeping.*
3. *the procedure for the evaluation of circumstances surrounding exposure incidents.*

*In addition, the exposure control plan must be reviewed and updated at least annually and whenever necessary to reflect new or modified tasks and procedures, which affect occupational exposure, and to reflect new or revised employee positions with occupational exposure.*

***THIS IS A REQUIRED POLICY***

## EMERGENCY CLOSINGS

The Superintendent may close the schools, dismiss students early or delay the opening of schools in the event of hazardous weather, other emergencies that threaten the safety or health of students or staff members, or law enforcement emergencies or circumstances where the Superintendent determines a closure, dismissal or delay is necessary. It is understood that the Superintendent takes such action only after consultation with transportation and other necessary authorities.

Parents, students and staff members are informed early in each school year of the method of notification in the event of emergency closings or early dismissals.

The District may choose to make up a maximum of three days via online lessons and/or blizzard bags.

[Adoption date: August 5, 2009]

[Re-adoption date: December 8, 2009]

[Re-adoption date: June 14, 2011]

[Re-adoption date: December 6, 2011]

[Re-adoption date: October 23, 2012]

[Anticipate re-adoption date: March 18, 2014]

LEGAL REFS.: ORC 3313.48; 3313.482

CROSS REFS.: EBC, Emergency/Safety Plans  
IC/ICA, School Year/School Calendar  
ID, School Day

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

*NOTE: House Bill (HB) 153 (Budget Bill) of 2011 gives districts the option of allowing students to make up a maximum of three days via online lessons and/or blizzard bags. Policy language is not required; however, if a district chooses to participate in the program, it may want to consider adding optional policy language as well as regulation language setting forth what is required to be in the district's plan that is submitted to the Ohio Department of Education. The actual plan should not be included in the board policy manual, but regulation language setting forth what must be included in the plan may be useful for informational purposes.*

*The changes to Ohio Revised Code Section (RC) 3313.48 are effective July 1, 2014, then the change to hours and removal of calamity days takes effect.*

*HB 59 (Budget Bill) of 2013 deleted the concept of "calamity days" from the Revised Code and the requirement that districts designate a certain number of days as "contingency days." The bill modified the definition of the "minimum school year" and required school districts to be open for a certain number of hours, instead of a certain number of days. A district is still able to schedule "make-up hours," but these hours are only legally required if a school closes enough that it will fall below the minimum number of hours required for the year. HB 59 also renumbered the statute governing online lessons and/or blizzard bags. The language now appears in RC 3313.482.*

***THIS IS A REQUIRED POLICY***



## INTEGRATED PEST MANAGEMENT

The Board is committed to providing students with a safe learning environment free of pests, pesticides and other harmful chemicals through adoption of an Integrated Pest Management (IPM) policy. The goals of the District's IPM program are to:

1. provide the healthiest learning environment possible by preventing unnecessary exposure of students and staff to toxic pesticides;
2. promote safer alternatives to chemical pesticides while preventing economic and health damage caused by pests;
3. ensure that clear and accurate notification concerning the use of pesticides is given so that measures may be taken to prevent and address pest problems effectively without endangering the health of those within the school building and
4. reduce the need for reliance on chemical pesticides.

The Board directs the administration to develop regulations that detail cost-effective strategies that reduce the use of pesticides that pose health risks to students and staff. The regulations must include procedures for the identification of pests and conditions that attract pests, prevention and monitoring techniques, education and training, approved least toxic chemical use and prenotification of chemical use.

Parents of minor students, adult students and staff enrolled or employed at the school may request to receive prior notification of scheduled service visits by pesticide businesses in which pesticides may be applied, or of scheduled pesticide applications by licensed school employees.

In order to keep the facilities and grounds safe, the administration may investigate a variety of chemical and nonchemical methods that are designed to control pests effectively while minimizing potential exposure to students and staff.

[Adoption date: August 5, 2009]

[Anticipated re-adoption date: March 18, 2014]

LEGAL REFS.: Public Employment Risk Reduction Program; ORC 4167.01 et seq.  
ORC 921.01; 921.06; 921.16; 921.18  
OAC 901:5-11-14 and 5-11-15

CROSS REFS.: EB, Safety Program  
EBAA, Reporting of Hazards  
EBC, Emergency/Safety Plans  
GBE, Staff Health and Safety

*NOTE: This policy was originally required by Jarod's Law, but is no longer required after the repeal of Jarod's Law by HB 1 (2009). It is a good idea for districts to include language in their policy manuals if they engage in integrated pest management activities and/or use of pesticides in the schools. Because policy language is no longer required, districts also have the option of filing this language as an interdistrict plan or procedure.*

## SCHOOL YEAR/SCHOOL CALENDAR

The school calendar for the following school year is prepared by the Superintendent and presented to the Board for approval. The number of hours scheduled for students meets or exceeds the requirements of State law.

The calendar sets forth the days and hours schools are in session, holidays, vacation periods, in-service training days, teacher orientation days and days of reports to parents.

In preparing the calendar, the Superintendent may provide opportunities for members of the staff to offer suggestions before recommending a calendar to the Board for final consideration and adoption.

In accordance with State law, prior to making any changes to scheduled days or hours, the Board works with career-technical schools in which any of the District's high school students are enrolled, and community schools and chartered nonpublic schools to which the District is required to transport students.

The number of hours in each school year that school is scheduled to be open for instruction will not be reduced from the number of hours per year school was open for instruction during the previous school year, unless the reduction is approved by a Board-adopted resolution.

At least 30 days before adoption, the Board holds a public hearing on the school calendar, addressing topics including the total number of hours in the school year, length of the school day, and beginning and end dates of instruction.

Activities listed on the official activities calendar are the only officially approved activities sanctioned by principals, the Superintendent and the Board. Activities that are not on this calendar and are omitted through oversight, lack of advanced planning by staff, athletic leagues or other outside groups, or for some other acceptable reason, may be added. Such requests must be approved by the Superintendent.

[Adoption date: August 5, 2009]

[Anticipated re-adoption date: March 18, 2014]

LEGAL REFS.: ORC 3313.48; 3313.62; 3313.63

CROSS REF.: EBCD, Emergency Closings

CONTRACT REF.: Teachers' Negotiated Agreement

*NOTE: When a policy covers two topics that appear consecutively in the codification system, the codes and headings can be combined, as shown above.*

*The category "School Year" is designed for policies about the year for students, rather than the working year for teachers or other staff.*

*House Bill (HB) 59 (Budget Bill) of 2013 modified the definition of "minimum school year" and required school districts to be open for a certain number of hours, instead of a certain number of days.*

*The bill prohibits districts from reducing the number of hours the district is open in a year from the number of hours it was open for instruction during the previous school year unless the reduction is board-approved. Boards are also required to work with outside entities prior to making any changes to scheduled hours or days. These "calendar cooperation rules" require boards to work with the career-technical schools (JVSDs) in which any of the district's high school students are enrolled, and community schools and chartered nonpublic schools to which the district is required to transport students.*

***THIS IS A REQUIRED POLICY***

## SCHOOL DAY

“School day” is defined as the time during a calendar day that a school is open for instruction pursuant to the Board-adopted schedule. It is the responsibility of the Board to establish the beginning and dismissal times at the various grade levels.

[Adoption date: August 5, 2009]

[Anticipated re-adoption date: March 18, 2014]

LEGAL REFS.: ORC 3313.48; 3313.481

CROSS REF.: EBCD, Emergency Closings

CONTRACT REF.: Teachers’ Negotiated Agreement

*NOTE: This category is for statements pertaining to the length of the school day for students, and to the particular hours that schools are in session. Policies pertaining to the working day for teachers should be filed under GCJ, Professional Staff Time Schedules.*

*Information specifying length of the school day may be contained in the teachers’ negotiated agreement. If it is contained, put a contract reference to the teachers’ negotiated agreement.*

*House Bill (HB) 59 (Budget Bill) of 2013 modified the definition of the “minimum school year” and required school districts to be open for a certain number of hours, instead of a certain number of days. As a part of the bill, the legislature deleted the language requiring the State Board of Education (SBOE) to adopt standards for defining “school day.” As a result of the change, districts are no longer required to adhere to the SBOE’s definition of “school day” that includes a minimum number clock hours per day.*

## TOBACCO USE BY STUDENTS

Health professionals have determined that the use of tobacco products can be detrimental to one's health. The Board wishes to encourage good health practices among the students of this District. Therefore, the Board prohibits the smoking, use or possession of tobacco in any form including, but not limited to, cigarettes, cigars, clove cigarettes, chewing tobacco, e-cigarettes, snuff and any other forms of tobacco by any student in any area or vehicle under the control of the District or at any activity supervised by any school within the District.

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. Disciplinary measures taken against students for violations of this policy comply with the requirements of State law and related District policies.

[Adoption date: August 5, 2009]

[Anticipated re-adoption date: March 18, 2014]

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; 3794.03(F); 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 Code of Conduct

### ***THIS IS A REQUIRED POLICY***

*NOTE: Electronic cigarettes (e-cigarettes) have increased in popularity. These devices are not classified as tobacco and State and Federal law do not regulate their use. Districts that want to prohibit students from possessing or using these devices like other tobacco products should review the provided permissive language.*

## PREGNANT STUDENTS

The Board affirms the right of a pregnant student to continue her participation in the educational program.

As soon as the pregnancy is medically confirmed, the Board recommends that the student consult with a member of the student personnel staff or the principal to plan her educational program.

With the staff member involved, the student may elect any of the following educational plans or suggest alternatives.

1. She may remain in her present school program, with modifications as necessary until the birth of her baby is imminent or until her physician states that continued participation would be detrimental to her health or that of the baby.
2. When information has been obtained from the student's physician indicating that the student is unable to attend school, homebound instruction is available at school expense until her physician states that she is physically able to return to school.
3. With Board approval, she may temporarily withdraw from school and enroll in an approved educational program in which she can continue her education.

Efforts are made to ensure that the educational program of the student is disrupted as little as possible and that she receives health and counseling services, as well as instruction. Students under the age of 18 are still subject to compulsory education requirements. Students 18 or older are encouraged to return to school after delivery and complete requirements for graduation.

[Adoption date: August 5, 2009]

[Anticipated re-adoption date: March 18, 2014]

LEGAL REFS.: Education Amendments of 1972, Title IX; 20 USC 1681 et seq.  
ORC 3321.01; 3321.04

CROSS REFS.: JB, Equal Educational Opportunities  
JEA, Compulsory Attendance Ages

*NOTE: In June 2013, the U.S. Department of Education's Office for Civil Rights (OCR) released a dear colleague letter, pamphlet and fact sheet with suggestions for schools, school district responsibilities and pregnant and parenting students' rights. Contact Ohio's OCR regional office or check OCR's website [www.ed.gov/ocr](http://www.ed.gov/ocr) for guidance and resources on pregnant and parenting students.*

***THIS IS A REQUIRED POLICY***

## USE OF TOBACCO PRODUCTS ON SCHOOL PREMISES

Health professionals have determined that the use of tobacco products can be detrimental to one's health. Specifically, smoking poses not only a health safety issue for the tobacco user, but secondhand smoke can produce health hazards for non-smokers as well.

Recognizing these health issues and subject to the provisions of Federal and State law, the Board prohibits the use of all tobacco products, including e-cigarettes, in all District-owned, leased or contracted property and vehicles. This prohibition also includes all outside areas.

Ashtrays and similar receptacles (except factory-installed ashtrays in vehicles) will be removed from any area where tobacco use is prohibited.

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.

A notice to this effect is posted at the entrance to all school buildings and in a visible place in all school vehicles.

[Adoption date: August 5, 2009]

[Anticipated re-adoption date: March 18, 2014]

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; 3794.03(F); 3794.04; 3794.06  
OAC 3301-35-02; 3301-35-05

CROSS REF.: JFCG, Tobacco Use by Students

### ***THIS IS A REQUIRED POLICY***

**NOTE:** *Electronic cigarettes (e-cigarettes) have increased in popularity. These devices are not classified as tobacco and State and Federal law do not regulate their use. Districts that want to prohibit students from possessing or using these devices like other tobacco products should review the provided permissive language.*