

YOUNGSTOWN BOARD OF EDUCATION

- A G E N D A -

Tuesday, October 14, 2014

4:30 p.m.

-Executive Session-

- Board Caucus –

- Formal Meeting -

I. Ward Building

THE YOUNGSTOWN BOARD OF EDUCATION

Richard Atkinson, President
Brenda Kimble, Vice-President
Jacqueline Adair
Marcia Haire-Ellis
Michael Murphy
Ronald Shadd
Jerome Williams

Connie Hathorn, Ph.D., Superintendent
Douglas Hiscox, Deputy Superintendent
Karen Green, Asst. Superintendent
James Reinhard, Treasurer
Harry Evans, Business Manager

REGULAR BOARD MEETING October 14, 2014 AGENDA

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda.

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF AGENDA**
- V. APPROVAL OF MINUTES**
 - Regular
 - September 23, 2014
- VI. COMMUNICATIONS/RECOGNITIONS**
 - YEC- Monica Jones, Principal
 - REC-Deborah DiFrancesco, Principal
- VII. REQUESTS TO ADDRESS THE BOARD (Citizens Participation)**
- VIII. TREASURER'S RECOMMENDATIONS (BLUE) 1-2**
- IX. SUPERINTENDENT'S RECOMMENDATIONS**
 - Business Office Recommendations (GREEN) 3
 - Personnel Recommendations (YELLOW) 4-10
 - Policy Recommendations (PINK) 11-21
- X. BOARD REPORTS**
 - Board President's Report
- XI. COMMITTEE CHAIR'S REPORTS**
 - Finance/Business Committee
 - Curriculum/Extra-Curricular/Sports Committee:
 - Personnel/Legal/Legislative/Policy Committee
- XII. TREASURER'S REPORT**
- XIII. SUPERINTENDENT'S REPORT**
- XIV. UNFINISHED BUSINESS**
- XV. NEW BUSINESS**
- XVI. EXECUTIVE SESSION (if necessary)**
- XVII. ADJOURNMENT**

"Upon request to the Business Manager, the District shall make reasonable accommodation for a disabled person to be able to participate in this activity."

YOUNGSTOWN BOARD OF EDUCATION – Executive Sessions

Exhibit

Executive Sessions _____

BOARD OF EDUCATION

The undersigned chair or presiding officer, under oath, certifies that a meeting of the Board of Education was held on _____. The Board closed its meeting as permitted by the Open Meetings Act of Ohio. The only matters considered or discussed during the closed portion of executive session of its meeting are as checked below:

1. _____ The appointment, employment, dismissal, discipline, promotion, demotion, or compensation of an employee or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing;
2. _____ The purchase of property for public purposes or the sale of property at competitive bidding;
3. _____ Conferences with the board's attorney to discuss matters which are the subject of pending or imminent court action;
4. _____ Preparing for, conducting, or reviewing negotiations or bargaining sessions with employees;
5. _____ Matters required to be kept confidential by federal law or rules or state statutes;
6. _____ Specialized details of security arrangements.

This _____ day of _____, _____

Chair or Presiding Officer

THE YOUNGSTOWN BOARD OF EDUCATION

Richard Atkinson, President

Connie Hathorn, Superintendent

James Reinhard, Treasurer

Treasurer's Recommendations

James Reinhard

October 14, 2014

T H E Y O U N G S T O W N B O A R D O F E D U C A T I O N

Richard Atkinson, President

Connie Hathorn, Superintendent

James Reinhard, Treasurer

TREASURER'S RECOMMENDATIONS
TO THE BOARD OF EDUCATION
October 14, 2014

Treasurer James Reinhard presents the following items for approval:

Item I: It is recommended that the Treasurer be authorized to apply for acceptance as a pilot district in the statewide implementation of the Tyler Munis financial software package. It is further recommended that if the district is accepted as a pilot district that any financial commitment be approved by the Board of Education before proceeding.

Item II: It is recommended that the Treasurer be authorized to enter into a contract with Bonefish Systems for one year at a cost of \$15,228 for automated payroll and vendor audit systems.

Item III: It is recommended that the following be approved as Clerk Custodians for the 2014-2015 school-year:

SCHOOL	CLERK CUSTODIAN	PRINCIPAL
CHANEY	Margo Martinez	Joseph Krumpak
MCGUFFEY	Paul Gluck	Cathy Dorbish
YEC	Terri Whipple	Monica Jones
WILSON	Samantha Swinson	Tod Morris
REC	Angel Daye	Deborah Difrancesco
TAFT	Lois Thornton	John McMahan
BUNN	Joanne Stanovcak	William Baun
HARDING	Kristine Fetherolf	Susan Koulianos
M L KING	Verlene Coward	Artemus Scissum
WILLIAMSON	Nancye Washington	Renee Forester
EAST	Marco Marinucci	Tryvan Leech
CHOFFIN	Edwina Thomas	Joe Meranto
CHOFFIN	Catherine Atterberry	Jennifer Damico
CHOFFIN	Debra Zamudio	
CHOFFIN	Jen Spahn	
DISCOVERY @ KIRKMERE	Lora Gayan	Lisa Gonzalez
DISCOVERY @ VOLNEY	Michelle Palmer	Misha Scott
DISCOVERY @ EAST	Christian Hairston	Linda Reigelman

Item IV: It is recommended that the following Board Member request for travel be approved:

Jackie Adair to attend the OSBA Capital Conference in Columbus, Ohio, November 9-12, 2014

Registration	\$275
Hotel	\$800
Black Caucus Dinner	<u>\$ 70</u>
Total	\$1,145

Plus miscellaneous costs as per Board Policy

THE YOUNGSTOWN BOARD OF EDUCATION

Richard Atkinson, President

Connie Hathorn, Superintendent

James Reinhard, Treasurer

SUPERINTENDENT'S RECOMMENDATIONS

Business Office

Harry Evans

October 14, 2014

THE YOUNGSTOWN BOARD OF EDUCATION

Richard Atkinson, President

Connie Hathorn, Superintendent

James Reinhard, Treasurer

BUSINESS AFFAIRS RECOMMENDATIONS

TO THE SUPERINTENDENT

October 14, 2014

Item 1: I wish to recommend the purchase of 5-year service contract with Johnson Controls, Inc., to begin on 12/02/2014 and end on 11/30/2019, for technical assistance with energy management and HVAC maintenance of all District buildings to be paid from Fund 034 (current fund balance is \$4.8M), at yearly costs, as follows:

Year 1: 2014-2015	\$37,800.00
Year 2: 2015-2016	\$38,556.00
Year 3: 2016-2017	\$39,327.00
Year 4: 2017-2018	\$40,113.00
Year 5: 2018-2019	\$40,915.00

THE YOUNGSTOWN BOARD OF EDUCATION

Richard Atkinson, President

Connie Hathorn, Superintendent

James Reinhard, Treasurer

SUPERINTENDENT'S
Personnel Recommendation

Karen Green, Asst. Superintendent
Human Resources

October 14, 2014

THE YOUNGSTOWN BOARD OF EDUCATION

Richard Atkinson, President

Connie Hathorn, Superintendent

James Reinhard, Treasurer

SUPERINTENDENT'S PERSONNEL RECOMMENDATIONS

TO THE BOARD OF EDUCATION

October 14, 2014

Item 1: I wish to recommend to the Board the following **APPOINTMENTS For 2014-2015 School Year: Ohio Teachers Evaluation System (OTES) Evaluators** – The following individuals are credentialed evaluators for OTES for the 2014-2015 school year:

William Baun
David Bermann
Linda Blama
Mary Carter
Cinthia Christoff
Deborah DiFrancesco
Bruce Donahue
Renee Foerster
Lisa Gonzalez
Joan Mingo
Denise Ormerod
Laura Parise
Michelle Payich
Linda Reigelman
David Reel
Anita Romeo
Matthew Snipes
Carol Staten
Holly Welch
Eboni Williams

Item 2: I wish to recommend to the Board the following **APPOINTMENTS For 2014-2015 School Year: Ohio Principals Evaluation System (OPES) Evaluators** – The following individual is a credentialed evaluator for OPES for the 2014-2015 school year:

Karen Griggs-Green

Item 3: I wish to recommend to the Board the following **APPOINTMENTS For 2014-2015 School Year: Ohio Teacher Evaluation System (OTES) & Ohio Principals Evaluation System (OPES) Evaluators** – The following individuals are credentialed evaluators for both OTES & OPES for the 2014-2015 school year:

Jennifer Damico
Catherine Dorbish
Douglas Hiscox
Joseph Krumpak
Tryvan Leech
John McMahan
Tod Morris
Misha Scott
Artemus Scissum
Holly Seimetz

Item 4: I wish to recommend to the Board the following **APPOINTMENTS For 2014-2015 School Year:**

Supplemental-Positive Student Support Team Leaders (PSST) Fund 001 – 6.5% of the teacher's base salary per YEA Agreement:

Katherine Buonavolonta
Julie Clark
Rina Deley
Jennifer Kluchar
Manfred Michalski
Sandra Petruzzi
Paula Valentini
Denise Zordich

Item 5: I wish to recommend to the Board the following **APPOINTMENTS For 2014-2015 School Year:**
Limited Contract Teacher – Fund 001

5A. George (Sonny) A. Cashbaugh – 10 Months, 183 Days – BA+15, Step 5 - \$40,732.00
– ***\$33,205.50 prorated*** – Effective October 15, 2014

5B. Donald T. Day – 10 Months, 183 Days – MA, Step 1 - \$35,259.00 - ***\$28,744.50 prorated*** –
Effective October 15, 2014

5C. Sandra Quotson – 10 Months, 183 Days – BA, Step 1 - \$32,772.00 - ***\$26,716.50 prorated***
– Effective October 15, 2014 (***pending completion of pre-employment requirements***)

Item 6: I wish to recommend to the Board the following **APPOINTMENTS For 2014-2015 School Year:**

Supplemental-Sysops Fund 001 – 3% of the teacher's base salary per YEA Agreement:

6A. Rita Creed
6B. Mark Robinson

Item 7: I wish to recommend to the Board the following **APPOINTMENTS For 2014-2015 School Year:**

Web Publisher Fund 001 – \$1,000.00 per school year (\$250.00 stipend amount will be paid at the end of the grading period):

Debra Bowers

Item 8: I wish to recommend to the Board the following **APPOINTMENTS For 2014-2015 School Year:**

Youngstown After School Alliance Program Project Manager – Fund 599 – **McGuffey Elementary** – Not to exceed \$35,000.00 for the 2014-2015 school year, not to exceed 37.5 hours per week – Effective October 15, 2014 through June 30, 2014:

Addonius M. Harden

Item 9: I wish to recommend to the Board the following APPOINTMENTS For 2014-2015 School Year:

Youngstown After School Alliance Program Teacher Fund 599 – **McGuffey Elementary** - \$22.35 per hour for YEA Members, not to exceed 25 hours per week; to be used on an as needed basis

Janet Halicki

Item 10: I wish to recommend to the Board the following APPOINTMENTS For 2014-2015 School Year:

Youngstown After School Alliance Program Teacher Fund 599 – **Williamson Elementary** - \$22.35 per hour for YEA Members, not to exceed 25 hours per week; to be used on an as needed basis

Julie Clark

Item 11: I wish to recommend to the Board the following APPOINTMENTS For 2014-2015 School Year:

Youngstown After School Alliance Program Teacher Fund 599 – **East High School** - \$22.35 per hour for YEA Members, \$15.50 per hour for Non-YEA Members, not to exceed 25 hours per week; to be used on an as needed basis

Tina Banks
Anthony Lucente
Randall Perkins

Item 12: I wish to recommend to the Board the following APPOINTMENTS For 2014-2015 School Year:

VPA Enrichment Program Fund 537 – **Chaney Campus** - \$25.00 per hour, to be used on an as needed basis, not to exceed 25 hours per week; Effective October 15, 2014:

Lee Beitzel
Daniel Kalosky

Item 13: I wish to recommend to the Board the following APPOINTMENTS For 2014-2015 School Year:

Supplemental Contracts Fund 001 – Percentages are based upon teacher's base salary per YEA Agreement

<u>Chaney Campus</u>		
13A. James Courim	Dramatics	\$3,731.16 (12%)
13B. Daniel Gall	Band Director	\$3,109.30 (10%)
13C. Mark Halls	Vocal Music Director	\$3,109.30 (10%)
13D. Shylah Kobal	Yearbook Advisor	\$2,487.44 (8%)

Choffin CTC

13E. Kaylor White	Yearbook Advisor	\$2,487.44 (8%)
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East High School

13F. Victor Arcenio	Yearbook Advisor	\$2,487.44 (8%)
13G. George (Sonny) Cashbaugh	Vocal Music Director	\$3,109.30 (10%)
13H. Shawn Marko	Band Director	\$6,218.60 (20%)

Youngstown Early College

13I. Dennis Mamone	Yearbook Advisor	\$2,487.44 (8%)
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Item 14: I wish to recommend to the Board the following **LEAVES OF ABSENCE:**

Pursuant to the agreement with Youngstown Education Association (YEA) and the Board of Education, the following leave of absence will be concurrent with the provisions of the Family and Medical Leave Act (FMLA) of 1993:

Brenda L. Barton	Medical	Eff. 08/28/14 through 10/25/14
Mary Ellen Gugliotti	Medical	Eff. 10/03/14 through 12/08/14
Katherine S. Holmes	Family Medical	Eff. 10/07/14 through 11/18/14
Sharon McDonald-Butler	Medical	Eff. 09/22/14 through 10/22/14
Lisa C. Mook	Medical	Eff. 09/30/14 through 01/06/15
Rowena Odoguardi	Family Medical	Eff. 09/22/14 through 11/03/14

Item 15: I wish to recommend to the Board the following **RESIGNATIONS:**

Supplemental – Tutor

Gary Sikora	Personal Reasons	Eff. 10/01/14
Ellen Tepsick	Personal Reasons	Eff. 09/29/14

Item 16: I wish to recommend to the Board the following **RETIREMENTS:**

Teachers

Sylvia E. Busby	Retirement	Eff. 07/01/15
Linda M. Fortini	Retirement	Eff. 07/01/15
Mary Ellen Gugliotti	Retirement	Eff. 07/01/15
Sandra E. Horton-Teague	Retirement	Eff. 07/01/15
Michael C. Jenoff	Retirement	Eff. 07/01/15
Carol Merold	Retirement	Eff. 07/01/15
Gladys Morales	Retirement	Eff. 07/01/15
Steve C. Pappas	Retirement	Eff. 07/01/15
Maria Prassinis	Retirement	Eff. 07/01/15
Carol L. Rappach	Retirement	Eff. 07/01/15
Sharon M. Vrabel	Retirement	Eff. 07/01/15

- Item 17: I wish to recommend to the Board the following **CERTIFICATED APPOINTMENTS:**
Substitute Teachers: (Fund 001):
To be used on an "as needed basis" not to exceed 25 hours per week, effective 10/15/2014:
- \$75.00 a day or from day 1 to day 10 in the same position
 - \$80.00 a day from day 11 to day 60 in the same position
 - \$168.98 a day from day 61 to day 183 in the same position

Ronald Carik
Gail Gentile

For the record: the substitute teacher James Swierz should have read Joyce Swierz.

- Item 18: I wish to recommend to the Board the following **CERTIFICATED APPOINTMENTS:**
ABLE Program: (Fund 501)
To be used on an as needed basis; not to exceed 25 hours per week, to be paid \$ 22.05 per hour.

Robinette C. Cotton Part time ABLE Instructor Eff. Date: 10/15/2014

- Item 19: I wish to recommend to the Board the following **CERTIFICATED APPOINTMENTS:**
Homeless Youth Program – Fund 572-Certified-\$ 22.35 per hour; not to exceed 25 hours per week, to be used on an as needed basis. Effective: 10/15/2014:

Brittany Thomas

- Item 20: I wish to recommend to the Board the following **CERTIFICATED APPOINTMENTS:**
Choffin Firefighter Instructor-Fund 001-Career Tech Weighted Fund-Certified-\$ 20.00 per hour; not to exceed 25 hours per week, to be used on an as needed basis, Effective: 10/15/2014:

Jonathon Racco

- Item 21: I wish to recommend to the Board the following **CLASSIFIED APPOINTMENTS:**
Yesenia Stubbs - **LPN-Substitute nurse** (Fund 001) Rate of pay \$11.00 per hour; on an "as needed" basis, not to exceed 25 hours per week. Effective: 10/15/14

- Item 22: I wish to recommend to the Board the following **CLASSIFIED APPOINTMENTS:**
Wyvette Andrews-Oliver - **Educational Assistant** (Fund 001) \$11.24 per hour. Effective: 10/15/14

Item 23: I wish to recommend to the Board the following **CLASSIFIED APPOINTMENTS:**

Patricia Martin - **Educational Assistant** (Fund 001) \$12.19 per hour. Effective: 10/15/14

Item 24: I wish to recommend to the Board the following **CLASSIFIED APPOINTMENTS:**

Monica Santiago - **Educational Assistant** (Fund 001) \$11.24 per hour. Effective: 10/15/14

Item 25: I wish to recommend to the Board the following **CLASSIFIED APPOINTMENTS:**

Josephine Roundtree - **Educational Assistant** (Fund 001) \$12.19 per hour. Effective: 10/15/14

Item 26: I wish to recommend to the Board the following **CLASSIFIED APPOINTMENTS:**

Sub/Educational Assistant: (Fund 001) To be used on an as needed basis; not to exceed 25 hours per week, to be paid \$ 7.95 per hour.

Corrine Lawson Sub Educational Asst. Eff. Date: 10/15/14

Item 27: I wish to recommend to the Board the following **CLASSIFIED APPOINTMENTS:**

Sub/ Secretaries: (Fund 001) To be used on an as needed basis; not to exceed 25 hours per week, to be paid \$ 8.32 per hour.

Fatima Byrd
Vitoria McElroy

Item 28: I wish to recommend to the Board the following **CLASSIFIED APPOINTMENTS:**

Sub/ Secretaries: (Fund 001) To be used on an as needed basis; not to exceed 25 hours per week, To be used on an as needed basis; not to exceed 25 hours per week, to be paid \$ 9.37 per hour.

Stella Jones

Item 29: I wish to recommend to the Board the following **CLASSIFIED APPOINTMENTS:**

Bus Driver: (Fund 001) To be used on an as needed basis; not to exceed 25 hours per week, to be paid \$ 14.52 per hour.

Jose Rivera Bus Driver Eff. Date: 10/15/14

Item 30: I wish to recommend to the Board the following **CLASSIFIED APPOINTMENTS:**

Sub/Bus Driver: (Fund 001) To be used on an as needed basis; not to exceed 25 hours per week, to be paid \$ 11.45 per hour.

David Hughes Sub Bus Driver Eff. Date: 10/15/14

Item 31: I wish to recommend to the Board the following **CLASSIFIED APPOINTMENTS:**

Monitorial Aide: (Fund 006)To be used on an as needed basis; not to exceed 15 hours per week, to be paid \$ 7.95 per hour.

Laurie Keltz Sub Monitorial Aide Eff. Date: 10/15/14

Item 32: I wish to recommend to the Board the following **CLASSIFIED APPOINTMENTS:**

Sub/Custodial Helper: (Fund 001)To be used on an as needed basis; not to exceed 25 hours per week, to be paid \$ 7.95 per hour.

Paul Bach Sub Custodial Helper Eff. Date: 10/15/14

Phillip J. Carter Sub Custodial Helper Eff. Date: 10/15/14

Jerome Kitchen Sub Custodial Helper Eff. Date: 10/15/14

Item 33: I wish to recommend to the Board the following **CLASSIFIED APPOINTMENTS:**

Sub/Cook Helper: (Fund 001)To be used on an as needed basis; not to exceed 25 hours per week, to be paid \$ 7.95 per hour.

Rochelle Dawson Sub Cook Helper Eff. Date: 10/15/14

Jennifer Mackall Sub Cook Helper Eff. Date: 10/15/14

Pamela Thompson Sub Cook Helper Eff. Date: 10/15/14

Item 34: I wish to recommend to the Board the following **CLASSIFIED APPOINTMENTS:**

Parent Volunteer: (Fund 001)To be used on an as needed basis; not to exceed 25 hours per week, to be paid \$7.75 per hour.

Charlotte Clinkscale

Item 35: I wish to recommend to the Board the following **CLASSIFIED RETIREMENTS:**

Gayle Alli Educational Assistant Effective: 12/20/2014

Patricia Nardella Educational Assistant Effective: 01/01/2015

Item 36: I wish to recommend to the Board the following **MEDICAL LEAVE:**

Custodial Helper

Cynthia Williams Custodial Helper Eff. Date: 9/1/2014-until released

Item 37: I wish to recommend to the Board the following **CLASSIFIED RESIGNATIONS:**

Central Kitchen Utility Man

Daniel Basora Personal Eff. Date: 11/1/2014

Asst. Cook – Food Service

Joann C. Leach Personal Eff. Date: 10/1/2014

THE YOUNGSTOWN BOARD OF EDUCATION

Richard Atkinson, President

Connie Hathorn, Superintendent

James Reinhard, Treasurer

SUPERINTENDENT'S RECOMMENDATIONS

POLICY RECOMMENDATIONS

October 14, 2014

THE YOUNGSTOWN BOARD OF EDUCATION

Richard Atkinson, President

Connie Hathorn, Superintendent

James Reinhard, Treasurer

SUPERINTENDENT'S POLICY RECOMMENDATIONS

TO THE BOARD OF EDUCATION

October 14, 2014

- Item 1: I wish to recommend to the Board of Education to approve the following revised policy:
- Policy 2510 – Adoption of Textbooks (Revised)
- Item 2: I wish to recommend to the Board of Education to approve the following revised policy:
- Policy 2520 – Selection of Instructional Materials and Equipment (Revised)
-
- Item 3: I wish to recommend to the Board of Education to approve the following revised policy:
- Policy 8660 – Incidental Transportation of Students by Private Vehicle (Revised)
- Item 4: I wish to recommend to the Board of Education to approve the following revised guideline:
- Administrative Guideline – 8500A (Revised)

ADOPTION OF TEXTBOOKS

It is the legal responsibility of the Board of Education to approve all textbooks used as part of the educational program of this District. No such textbook will be approved which is not on a list duly filed in the Office of the Superintendent of Public Instruction.

The Board shall, at a regular meeting, select the textbooks to be used in the schools of this District.

Furthermore, it is the legal responsibility of the Board to provide the duly adopted, required textbooks to students who are enrolled in the District free of charge. Textbooks may be in a printed and bound or electronic format. An “electronic textbook” is defined as computer software, interactive videodisc, magnetic media, CD-ROM, computer courseware, on-line service, electronic medium, or other means of conveying information to the student or otherwise contributing to the learning process through electronic means.

The staff should continually research new sources and types of supplementary text materials and explore their innovative use.

The Superintendent shall develop a plan for the review and recommendation of textbooks to ensure staff participation and that **parents and** members of the community are consulted, where appropriate, in the selection process.

In considering the approval of any proposed textbook, the Board recommends that the following factors be considered as part of any review process:

- A. suitability for the maturity level and educational accomplishment of the students who will be using the book
- B. freedom from bias
- C. relationship to the course of study
- D. extent to which the content will make it possible for the student to achieve the learning objectives of the course of study and the educational outcomes of the District
- E. extent of inter-grade continuity
- F. impact on community standards of taste
- G. manner of selection

**BOARD OF EDUCATION
YOUNGSTOWN CITY SCHOOL DISTRICT**

**PROGRAM
2510/page 2 of 2**

H. cost

I. appearance and durability

A list of all approved textbooks shall be maintained by the Superintendent and made available for the use of the professional staff.

R.C. 3313.21, 3313.212, 3329.01 et seq.

A.C. 3301-35-03(B)

Adopted: 8/24/04

Revised:

SELECTION OF INSTRUCTIONAL MATERIALS AND EQUIPMENT

The Board of Education shall provide instructional materials and equipment, within budgetary constraints, to implement the District's educational goals and objectives and to meet students' needs. The primary objective of such instructional materials and equipment shall be to enrich, support, and implement the educational program of the school.

The Superintendent shall develop administrative guidelines for the selection and maintenance of all educational and instructional materials and equipment. **The guidelines shall include a plan for the review of instructional materials by staff and parents.** In addition s/he shall periodically, provide for a systematic review, by the Board, of the District's educational resources in order to ensure that they are appropriate for the current educational program. Any revisions that occur should be a result of the school-improvement process.

Students shall be held responsible for the cost of replacing any materials or property which are lost or damaged through their negligence.

Cost of materials may be charged for materials used in those activities beyond the basic curriculum in which a student elects to participate, particularly in shop activities where the product becomes the property of the student.

R.C. 3313.21, 3313.212, 3329.05
A.C. 3301-35-03 (B)

Adopted: 8/24/04
Revised:

INCIDENTAL TRANSPORTATION OF STUDENTS BY PRIVATE VEHICLE

The Board of Education authorizes the incidental transportation by private vehicle of students of the District. **This includes occasional transportation for field trips, outings, and the like. Routine transportation, however, shall be subject to all requirements listed in AC 3301-83-19, Board Policy 8560, and relevant administrative guidelines.**

This policy does not apply to parents who privately arrange transportation for their own children. No District staff shall organize such arrangements or assist parents in doing so.

Any such **incidental** transportation must be approved in advance and in writing by the building administrator in accordance with the Superintendent's administrative guidelines.

The parent of the participating student will be given, upon request, the name of the driver, the owner of the vehicle, and the description of the vehicle. **The District will maintain on file the amount of liability insurance on the vehicle and the name of the insurance company.**

No person shall be approved for the **incidental** transportation of students in a private vehicle who is not an employee of this Board, an approved volunteer, the parent of a student enrolled in this District, and the holder of a currently-valid license to operate a motor vehicle in the State of Ohio.

No person shall be permitted to transport students if s/he does not possess and maintain automobile liability and personal injury insurance in the amount required by District administrative guidelines. The Superintendent may withdraw the authorization of any private vehicle driver who fails to maintain the required amount of automobile liability insurance.

Any private vehicle used for the **incidental** transportation of students must be owned by the approved driver or the spouse of the approved driver and must conform to registration requirements of the State.

The responsibility of professional staff members for the discipline and control of students will extend to their **incidental** transportation of students in a private vehicle. Drivers who are not professional staff members are requested to report student misconduct to the principal.

Adopted: 8/24/04
Revised:

NUTRITIONAL GUIDELINES

The Ohio Department of Education (ODE), Office for Child Nutrition (OCN), **and the U.S. Department of Agriculture (USDA)** shall provide necessary guidelines for nutrition standards to be followed regarding food and beverage items available for sale at school. When the ODE software is provided, it shall be used to determine the nutritional value of each food item **and beverage** available for sale at school. In addition, the school shall comply with the following requirements of the Health Choices for Healthy Children Act **and the USDA Smart Snacks in School nutrition standards:**

A. Any food sold in schools must:

- 1. be a "whole grain-rich" grain product; or**
- 2. have the first ingredient a fruit, a vegetable, a dairy product, or a protein product; or**
- 3. be a combination food that contains at least one-fourth (1/4) cup of fruit and/or vegetable; or**
- 4. contain ten percent (10%) of the Daily Value of one(1) of the following nutrients: calcium, potassium, vitamin D, or dietary fiber.**

B. "Entree items" are defined as items that are either a:

- 1. combination food of meat or meat alternative and whole grain rich food; or**
- 2. combination food of vegetable or fruit and meat or meat alternate; or**
- 3. meat or meat alternate alone with the exception of yogurt, low-fat or reduced fat cheese, nuts, seeds and nut or seed butters, and meat snacks (such as dried beef jerky).**

Entree items (except entree items that were offered on the National School Lunch Program (NSLP) or School Breakfast Program (SBP) menu on the day of and the day after they are offered on the NSLP or SBP menu) must meet the following criteria:

- 1. contain less than 350 calories**
 - 2. contain less than 480 milligrams of sodium**
 - 3. contain a total fat content that composes less than thirty-five (35%) of the calories**
 - 4. contain a saturated fat content that composes less than ten percent (10%) of the calories**
-
- 5. contain no trans fat, and**
 - 6. contain a total weight from sugar of less than thirty-five percent (35%) of the total food**

Food not meeting the definition of entree (including all snacks and a la carte items) must meet the following criteria:

- 1. contain less than 200 calories**
- 2. contain less than 230 milligrams of sodium**
- 3. contain a total fat content that composes less than thirty-five percent (35%) of the calories**
- 4. contain a saturated fat content that composes less than ten percent (10%) of the calories**
- 5. contain no trans fat, and**
- 6. contain a total weight from sugar of less than thirty-five percent (35%) of the total food**

The following items are exempt from all nutrition standards:

- 1. fresh fruits and vegetables with no added ingredients except water**
- 2. canned and frozen fruits with no added ingredients except water, or are packed in 100% juice, extra light syrup, or light syrup, and**
- 3. canned vegetables with no added ingredients except water or that contain a small amount of sugar for processing purposes to maintain the quality and structure of the vegetable**

The following items are exempt from the total fats standard:

- 1. reduced fat cheese (including part-skim mozzarella)**
- 2. nuts and seeds and nut/seed butters**
- 3. products consisting of only dried fruit with nuts and/or seeds with no added nutritive sweeteners or fats, and**
- 4. seafood with no added fat**

The following items are exempt from the saturated fat standard:

- 1. reduced fat cheese (including part-skim mozzarella)**
- 2. nuts and seeds and nut/seed butters**
- 3. Products consisting on only dried fruit with nuts and/or seeds with no added nutritive sweeteners or fats**

The following items are exempt from the sugar standard:

- 1. dried whole fruits or vegetables**
- 2. dried whole fruit or vegetable pieces; and dehydrated fruits or vegetables with no added nutritive sweeteners**
- 3. dried whole fruits, or pieces, with nutritive sweeteners that are required for processing and/or palatability purposes (i.e., cranberries, tart cherries, or blueberries), and**
- 4. products consisting of only exempt dried fruit with nuts and/or seeds with no added nutritive sweeteners or fats**

Accompaniments (condiments) such as cream cheese, salad dressing, and butter must be included in the nutrient profile as part of the food item sold.

C. Allowable beverages sold in school are limited to:

- 1. Elementary Schools:**
 - a. water (no flavors): unlimited container size;**
 - b. milk (low fat unflavored or fat free flavored or unflavored): up to eight (8) ounce container size; and**
 - c. juice (100% fruit juice, 100% fruit juice and water blend with no added sweeteners): up to eight (8) ounce container size provided that the drink contains no more than 160 calories per eight (8) ounces.**

2. Middle Schools:

- a. water (no flavors): unlimited container size;**
- b. milk (low fat unflavored or fat free flavored or unflavored): up to twelve (12) ounce container size; and**
- c. juice (100% fruit juice, 100% fruit juice and water blend with no added sweeteners): up to ten (10) ounce container size provided that the drink contains no more than 160 calories per eight (8) ounces.**

3. High Schools:

- a. water (no flavors): unlimited container size;**
- b. milk (low fat unflavored or fat free flavored or unflavored): up to twelve (12) ounce container size;**
- c. juice (100% fruit juice, 100% fruit juice and water blend with no added sweeteners): up to twelve (12) ounce container size provided that the drink contains no more than 160 calories per eight (8) ounces;**
- d. any beverage that contains no more than forty (40) calories per eight (8) ounces (or sixty (60) calories per twelve (12) ounces): up to twelve (12) ounce container size;**
- e. calorie-free, flavored water: up to twenty (20) ounce container size; and**

- f. any beverage that contains no more than five (5) calories per eight (8) ounces (or ten (10) calories per twenty (20) ounces) including caffeinated beverages and beverages with added sweeteners, carbonation, or artificial flavoring: up to twenty (20) ounce container size.**

Schools with a blend of grade groups (e.g., K-8) must follow the stricter rule for the entire grade group.

Adopted: