

# MILFORD BOARD OF EDUCATION

## Board Meeting - Agenda



**November 14, 2019**

**7:00 p.m. – Regular Board Meeting**

**Milford Schools - Administrative Offices  
1099 State Route 131 – Milford, OH 45150**

**A. Call to order  
Roll Call**

**B. Veterans Wall of Honor Dedication Ceremony (please refer to the special program)**

**C. Approval of the Agenda  
Roll Call**

**D. Approval of Minutes:**

- 1) Board Work Session: October 17, 2019 (Attachment 01)
- 2) Regular Board Meeting: October 17, 2019 (Attachment 02)

**Roll Call**

**E. Presentations:**

- 1) Recognition of Pattison Elementary student artwork - Mr. Dan Yeager and Mrs. Tiffany Selm, Principal
  - a) Eleanor Birdsong
  - b) Elizabeth Brown
  - c) Jesslyn Brown
  - d) Migdalia Lopez
  - e) Izzie Nunez
  - f) Bentley Oakes
  
- 2) Recognition of Lisa Holt-Taylor, a teacher at Boyd E. Smith Elementary for winning the President's Excellence Award in Science - Mr. Doug Savage and Mrs. Nancy House

**F. Student Council Representatives - Jordan Rieger, Alexa Rouse, and Ashley Dalrymple**

**G. Public Participation**

**I. TREASURER'S REPORTS – Mr. Brian Rabe**

**A. Approval of Financial Reports (Attachment 03) – for the month ending October 31, 2019:**

- 1) Appropriation Account Summary (APPSUM)
- 2) Revenue and Expenditures (FNDREVEX)
- 3) Financial Summary Report (FINSUM)
- 4) Historical Reports
- 5) All Funds Summary
- 6) Investment Report – report of interim funds invested in secured instruments
- 7) Bank Reconciliation

**B. Approval of Appropriation Revisions for FY20 (Attachment 04)  
Roll Call**

**C. Approval of Resolution authorizing the Board of Education of the Milford Exempted Village School District to apply for ballot consent (Attachment 05)  
Roll Call**

**D. Approval of Resolution declaring Milford Exempted Village School District to be a Special Needs District (Attachment 06)  
Roll Call**

- E. Approval of Resolution requesting Fiscal Officer to certify maximum maturity of bonds (Attachment 06-B)

**Roll Call**

- F. Presentation of the Fiscal Year 2020 Five Year Forecast and Assumptions

- G. Approval of the Fiscal Year 2020 Five Year Forecast and Assumptions (Attachments 07 and 08)

**Roll Call**

**II. SUPERINTENDENT ~ Mrs. Nancy House**

**Items for Approval for the Superintendent:**

- A. Approval of the Resolution of Intent to Participate in the Ohio Facilities Construction Commission Expedited Local Partnership Program - ELPP (Attachment 09)

**Roll Call**

- B. Approval of the following policies:

- 1) EEA: Student Transportation Services (Attachment 10)
- 2) EEAA: Eligibility Zones for Pupil Transportation (Attachment 11)
- 3) EFG: Student Wellness Program (Attachment 12)
- 4) EHB: Use of Electronic Signatures (Attachment 13)
- 5) GBK: No Tobacco Use on District Property by Staff Members – Version 2 (Attachment 14)
- 6) IGBE: Remedial Instruction – Intervention Services (Attachment 15)
- 7) IKE: Promotion and Retention of Students (Attachment 16)
- 8) IKF: Graduation Requirements (Attachment 17)
- 9) JEDA: Truancy (Attachment 18)
- 10) JEFB: Released Time for Religious Instruction (Attachment 19)
- 11) JFCG: Tobacco Use by Students - Version 2 (Attachment 20)
- 12) JGD: Student Suspension (Attachment 21)
- 13) JGE: Student Expulsion (Attachment 22)
- 14) KGC: No Tobacco Use on District Property – Version 2 (Attachment 23)

**Roll Call**

### **Informational Items for the Superintendent:**

- A. First Reading of the following policy, regulation, and addendum:
  - 1) EDE-R: Computer/Online Services (Staff Acceptable Use and Internet Safety (Attachment 24)
  - 2) IJA: Career Advising (Attachment 25)
  - 3) IJA-R Career Advising (Attachment 26)
  - 4) IJA-R Addendum A: Career Advising Education and Advising Plan (Attachment 27)

### **HUMAN RESOURCES – Mrs. Nancy House**

#### **Certified Items for Human Resources:**

- A. Approval of Memorandum of Understanding - Contractual Supplemental Salary Schedule changes (Attachment 28)
  
- B. Approval to increase daily rates paid to substitute teachers through Comprehensive Substitute Solutions managed by Hamilton County Education Service Center:
  - 1) Daily Rate from \$85 to \$100
  - 2) Long Term positions six weeks or more from \$98 to \$120
  - 3) Highest rate given under specific long term circumstances from \$120 to \$140
  
- C. Approval of Certified Resignations:
  - 1) Schneider, Deana - Success Academy, Math Teacher, effective 6/01/20 for the purpose of retirement
  - 2) Stooksbury, Christie - Boyd E. Smith Elementary, Reading Tutor, effective 11/01/19
  
- D. Approval of Certified Hiring Recommendations for the 2019-2020 school year:
  - 1) Ryan, Devin\* - Boyd E. Smith Elementary, Reading Tutor, 3 hours/day, \$25/hour, paid per diem, effective date 11/06/19
  - 2) Stooksbury, Christie - Boyd E. Smith Elementary, First Grade, BA, experience 5, 130 days paid per diem, effective 11/04/19, \$35,770.41
  
- E. Approval to pay the following teachers curriculum pay for support planning, 10 hours each at \$25/hour:
  - 1) Reuss, Nicole
  - 2) Teeter, Kaitlyn



F. Approval of unpaid Family Care Leave of Absence for the 2020-2021 school year:

- 1) Green, Emily

G. Approval of unpaid Medical Leave of Absence through 12/31/19:

- 1) Cramer, Julie

*ALL MARKED WITH AN \* STILL NEED PAPERWORK AND/OR BACKGROUND CHECKS AND/OR PERMIT.*

## **Roll Call**

### **Classified Items for Human Resources**

A. Approval of Classified Resignations:

- 1) Garbenis, Amanda - Mulberry Elementary, Teacher Aide, effective 11/15/19
- 2) Mansfield, Debbie - Milford High School, Food Service Worker, effective 11/11/19

B. Approval of Classified Hiring Recommendations for 2019-2020 school year:

- 1) Baker, Beth-Anne - Junior High, Food Service Worker, experience 6, 3.25 hours/day, \$16.74/hour, effective 10/16/19
- 2) Karajic, Goran\* - Milford High School, Custodian, experience 0, 8 hours/day, 262 day contract, \$17.06/hour, effective date TBD
- 3) Bradford, Robert - Finneytown, Food Service Worker, experience 3, 4 hours/day, \$15.69/hour, effective date 11/01/19
- 4) Adkins, Don\* - Substitute Custodian
- 5) Couch, Cary\* - Substitute Custodian
- 6) Bradford, Robert\* - Substitute Food Service Worker
- 7) Figart, Valerie\* - Substitute Food Service Worker
- 8) Mansfield, Debbie - Substitute Food Service Worker
- 9) Morrison, Melissa\* - Substitute Food Service Worker
- 10) Brewka, Thelma\* - Mulberry Elementary, Teacher Aide, 3.5 hours/day, \$20.07/hour, effective 12/02/19

*ALL MARKED WITH AN \* STILL NEED PAPERWORK AND/OR BACKGROUND CHECKS AND/OR PERMIT.*

## **Roll Call**

### **Supplemental Duty, Pupil Activity and Consultant Items for Human Resources:**

A. Approval of Building Supplemental Contract resignation:

- 1) Zerhusen, Jill - Charles L. Seipelt Elementary - 0.375%, Grade Level Chairperson, effective 10/10/19

- B. Approval of corrections to contracts previously approved:
- 1) Bolender, Patty - Boyd E. Smith Elementary, Music Performance Director, level 4, pay step 17, \$3091 (originally approved 10/17/19 as level 4)
  - 2) Dittgen, Brandon - High School, Winter Drumline, level 8, pay step 1, \$5358 (originally approved 5/23/19 as level 6)
  - 3) Veatch, Erin - Junior High, Girls Volleyball 95%, level 5, pay step 3, \$2936.45 (originally approved 6/20/19 as 100%, but went on FMLA during the contract period)
  - 4) Fritz, Jesse - High School, Boys Soccer 75%, level 7, pay step 9, \$4637.25 (originally approved 6/20/19 as 100%, but went on FMLA during the contract period)
- C. Approval of Building Supplemental Contract Recommendations for the 2019-2020 school year:
- 1) Grady, Ann - McCormick Elementary, Music Performance Director, level 4, pay step 17, \$3091
  - 2) Vezina, Stephanie - Charles L. Seipelt Elementary 0.375%, Grade Level Chair, level 6, pay step 0, \$1236.37, effective 10/11/19
  - 3) McClellan, Colby\* - High School, Winter Drumline, level 8, pay step, \$7007
  - 4) Gill, Amy - Junior High, Girls Volleyball 5%, level 5, pay step 3, \$154.55 (balance of pay from Veatch's original contract)
  - 5) Croston, Brian - High School, Boys Soccer, level 7, pay step 9, \$515.25 (1/3 of balance of Fritz's original contract)
  - 6) Grothaus, Alan - High School, Boys Soccer, level 7, pay step 9, \$515.25 (1/3 of balance of Fritz's original contract)
  - 7) Weigand, Troy - High School, Boys Soccer, level 7, pay step 9, \$515.25 (1/3 of balance of Fritz's original contract)
- D. Approval of Athletic and Extracurricular Activities Supplemental/Pupil Activity Contract Recommendations for the 2019-2020 school year:
- 1) Bartholomew, Shane - High School, Boys Track/Field Head Coach, Level 10, Pay Step 16, \$11,541
  - 2) Kilgore, Tom - High School, Baseball Head Coach, Level 10, Pay Step 27, \$12,365
  - 3) Gregory, Christy - High School, Softball Head Coach, Level 10, Pay Step 18, \$11,541
  - 4) Neverman, Michael - High School, Boys Tennis Head Coach, Level 8, Pay Step 2, \$5,771
  - 5) Robinson, Windy - High School, Girls Lacrosse Head Coach, Level 10, Pay Step 2, \$7,419
  - 6) Siciliano, Jim - High School, Boys Volleyball Head Coach, Level 9, Pay Step 11, \$9,068
  - 7) Perry, Clay - High School, Athletic Site Supervisor hours need to be increased to 250
- E. Approval of Volunteers for the 2019-2020 school year:
- 1) Ison, Sammantha - Junior High Girls Basketball
  - 2) Marran, Bill - Junior High Boys Basketball
  - 3) Taylor, Austin\* - Junior High Boys Basketball
  - 4) Todd, Josh\* - Junior High Girls Basketball

*ALL MARKED WITH AN \* STILL NEED PAPERWORK AND/OR BACKGROUND CHECKS AND/OR PERMIT.*

**Roll Call**

## **CURRICULUM & INSTRUCTION – Mrs. Nancy House**

A. Approval for Curriculum pay not to exceed five hours for the following teachers to plan, implement and monitor Positive Behavior Intervention Supports (PBIS) as mandated by House Bill 318 at Milford High School:

- 1) Rose, Greg
- 2) Kennedy, Alana
- 3) Lynch, Alli
- 4) Reichert, Eric
- 5) Siciliano, James
- 6) Capuson, Justine
- 7) Richter, Kaitlyn
- 8) Wiseman, Lillie
- 9) West, Matt
- 10) Wiemken, Rachel

B. Approval for Curriculum pay not to exceed 20 hours for the following teachers revising Elementary Science:

- 1) Watts, Amy
- 2) Kolady, Suzy
- 3) McCarthy, Julie
- 4) Zimmerman, Amanda
- 5) Merkt, Jessie
- 6) Rausch, Erika
- 7) Holt-Taylor, Lisa
- 8) Larson, Zach
- 9) Walker, Emma
- 10) Fraylick, Macy
- 11) Jones, Kristi
- 12) Campbell, Andrew
- 13) Bothe, Tori
- 14) Smith, Charles

C. Approval of the following field trips:

- 1) Live Oaks Army JROTC  
Gettysburg, Pennsylvania  
December 4 - 7, 2019  
40 Students and 4 Chaperones (Trip sponsored by Live Oaks)
- 2) Competition Cheer:
  - a) Marysville, Ohio  
January 12, 2020  
32 Students and 5 Chaperones

- b) Columbus, Ohio  
January 18, 2020  
32 Students and 5 Chaperones
- c) Columbus, Ohio  
January 26, 2020  
32 Students and 5 Chaperones
- 3) Winter Guard Competitions:
  - a) Zionsville High School - Zionsville, Indiana  
February 8, 2020  
20 Students and 2 Chaperones (Yellow Bus)
  - b) WGI Indianapolis Regional  
Warren Central High School  
Indianapolis, Indiana  
February 14 - 16, 2020  
20 Students and 2 Chaperones (Carpooling)
- 4) Special Olympics Unified Cheer  
Winter Game Cheer Competition  
Bowling Green State University  
February 21 - 23, 2020  
Bowling Green, Ohio  
12 Students and 4 Chaperones
- 5) Varsity Softball
  - a) April 3 - 7 2020 (Spring Break)  
Nashville, Tennessee  
15 Student-Athletes and 3 Chaperones
  - b) Wendy's Tournament for Elite Teams  
April 17 - 18, 2020  
Ashland, Ohio  
15 Student-Athletes and 3 Chaperones
- 6) VEX Robotics Competition  
January 16 - 18, 2020  
Sandusky, Ohio  
25 students and Chaperones

## Roll Call

### III. BOARD OF EDUCATION

A. Public Participation

B. Next Board Meeting:

December 19, 2019 – 7:00 p.m.  
Milford Schools Administrative Offices  
Board Conference Room  
1099 State Route 131  
Milford, OH 45150

C. Discussion

### IV. ADJOURNMENT

Roll Call

**Regular Board meetings can be viewed on the channels  
during the scheduled times listed below:**

<b>City of Milford cable</b>	Channel 15	Monday - 4:00 p.m.	Wednesday -10:00 p.m.	
<b>Union Township cable</b>	Channel 8 or Channel 15	Wednesday - 4:00 p.m.	Friday - 7:00 p.m.	Saturday - 7:00 a.m.
<b>Miami Township cable</b>	Channel 8 or Channel 15	Sunday - 3:00 p.m.	Monday – 1:00 p.m.	Tuesday - 8:30 a.m.
		Wednesday - 2:00 p.m.	Thursday - 5:00 p.m.	Friday - 2:30 p.m.
		Saturday - 10:30 a.m.		

***Public Involvement at Board Meetings***

*In order to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of thirty minutes of public participation will be permitted at the beginning of each meeting. Continued public participation will be scheduled after the business portion of the meeting as needed. In order to anticipate the time needed to manage an effective meeting, those persons who desire to address the Board prior to the business meeting are asked to contact Mrs. Nancy C. House, Superintendent, at 831-1314.*

*Individuals will be permitted 3 minutes to present to the Board of Education. Complaints against a school employee are not permitted in public session until the defined lines of communication have been met. Up to ten people will be permitted to address the Board of Education before the business meeting. Additional persons requesting to address the Board will be scheduled after the business meeting. Each person addressing the Board will give his/her name and address. The public participation may be extended by a vote of the majority of the Board.*

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
MINUTES – October 17, 2019**

The Board of Education met in Regular Session on October 17, 2019 at the Milford Board of Education, 1099 State Route 131, Milford, Ohio 45150. President Lucas called the meeting to order at 7:00 p.m. in accordance with notices sent to each member.

The following members were present at roll call:

Mrs. Brady  
Mr. Lucas

Mr. Hamm

Mr. Yockey

Also present were Mrs. House, Mr. Rabe, Dr. Chin, Mr. Spieser, Mr. Johnson, Mr. Daniels and Mrs. Berkley. Mrs. Marques was absent.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

(19-146) On a motion by Mr. Yockey, seconded by Mrs. Brady to approve the agenda as amended.

Roll call was as follows:

Mrs. Brady, Aye  
Mr. Lucas, Aye

Mr. Hamm, Aye

Mr. Yockey, Aye

Motion Carried.

**APPROVAL OF MINUTES**

(19-147) On a motion by Mr. Yockey, seconded by Mrs. Brady to approve the following minutes as written.

**Regular Board Meeting:** September 19, 2019

Roll call was as follows:

Mrs. Brady, Aye  
Mr. Lucas, Aye

Mr. Hamm, Abstain

Mr. Yockey, Aye

Motion Carried.

**Board Statement**

Board Member Andrea Brady read a statement about transparency, to address misinformation and misunderstanding about how the Board votes on items and about how Board business is conducted.

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
MINUTES – October 17, 2019**

**PRESENTATIONS**

**Recognition of Boyd E. Smith student artwork - Mr. Dan Yeager and Mr. Doug Savage**

Grade 1: Ally Emenaker

Grade 2: Audrey Dumont

Grade 3: CJ Wirth and Henry McPeek

Grade 4: Henry Fine, Nolan Jasper, and Gavin Faw

Grade 5: Ella Stein

Grade 6: Anna Patel

**Presentation of certificate from the Ohio School Boards Association's Southwest Region to Mr. Doug Savage and Mrs. Nancy House recognizing Boyd E. Smith Elementary as a Blue Ribbon School - Mr. David Yockey**

Earlier in October, Boyd E. Smith Elementary School was named a National Blue Ribbon School by the U.S. Department of Education. The school was nominated by the Ohio Department of Education and was only one of 14 public and non-public schools in the state to receive the honor this year. At the Board meeting, member David Yockey presented Principal Doug Savage with a certificate from the Ohio School Board Association's Southwest Region to recognize their achievement.

**Student Council Representatives**

Student Council members Ashley Dalrymple and Emma McManis spoke to the Board about upcoming events they have planned including a blood drive and a winter dance, and remarked on the Homecoming event and dance.

**Student Voice**

Board Member Chris Hamm read a statement about Homecoming activities that occurred in September.

**PUBLIC PARTICIPATION**

- Kevin Austin addressed the Board with regard to concerns he has about restroom safety at the high school. He stated his concerns about transgender students using restrooms.
- Emily Chestnut addressed the Board as a candidate for school board.
- Lisa McKinney spoke about the construction estimates reviewed during the Board's Work Session, stating that the figures shared were in line with the figures the Community Advisory Team were given when they were discussing facilities, and that she was happy the Board is getting a second estimate.
- John Warner spoke to the Board about his concerns about transgender students using restrooms at the high school.

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
MINUTES – October 17, 2019**

**TREASURER’S REPORTS**

**(19-148)** On a motion by Mr. Yockey, seconded by Mrs. Brady to approve the following items as presented:

**Approval of Financial Reports for month ending September 30, 2019**

- Appropriation Account Summary (APPSUM)
- Revenue and Expenditures (FNDREVEX)
- Financial Summary Report (FINSUM)
- Historical Reports
- All Funds Summary
- Investment Report – report of interim funds invested in secured instruments.
- Bank Reconciliation

**Approval to transfer funds for the FY19 OHSAA Athletic Competition**

- Transfer from 022 (District Agency Fund) to 001 (General Fund) \$27,457.80
- Transfer from 001 (General Fund) to 300 (Athletic Fund) \$27,457.80

Roll call was as follows:

Mrs. Brady, Aye	Mr. Hamm, Aye	Mr. Yockey, Aye
Mr. Lucas, Aye		

Motion Carried.

**SUPERINTENDENT’S ITEMS**

**Items for Approval for the Superintendent:**

**(19-149)** On a motion by Mrs. Brady, seconded by Mr. Hamm to approve the following items as presented:

**Approval of the district calendar for the 2020-2021 school year** (Appendix A)

**Approval of the Resolution of Appointment of Dave Yockey to Great Oaks Career Campuses Governing Board**

(Appendix B)

Roll call was as follows:

Mrs. Brady, Aye	Mr. Hamm, Aye	Mr. Yockey, Abstain
Mr. Lucas, Aye		

Motion Carried.



**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
MINUTES – October 17, 2019**

**Informational Items for the Superintendent**

**First Reading of the following policies, regulations and exhibits:**

- 1) DN: School Properties Disposal
- 2) EEA: Student Transportation Services
- 3) EEAA: Eligibility Zones for Pupil Transportation
- 4) EFG: Student Wellness Program
- 5) EHB: Use of Electronic Signatures
- 6) GBK: No Tobacco Use on District Property by Staff Members – Version 2
- 7) IGBE: Remedial Instruction – Intervention Services
- 8) IGDJ: Interscholastic Athletics (Readopted with no changes)
- 9) IKE: Promotion and Retention of Students
- 10) IKF: Graduation Requirements
- 11) IKF-R-1: Graduation Requirements - Physical Education Exemption (This regulation will be removed)
- 12) IKF-R-2: Graduation Requirements - Ohio Core Opt Out (This regulation will be removed)
- 13) IKF-E: Graduation Requirements - Ohio Core Opt Out Informed Consent Agreement (This exhibit will be removed)
- 14) JEDA: Truancy
- 15) JEFB: Released Time for Religious Instruction
- 16) JFCG: Tobacco Use by Students - Version 2
- 17) JGD: Student Suspension
- 18) JGE: Student Expulsion
- 19) KGC: No Tobacco Use on District Property – Version 2

**Performance Review Information**

Mrs. House reviewed how and when school districts are subjected to performance audits by the Auditor of State of Ohio. A performance audit may be used by a government agency seeking to improve operations, identify cost savings and produce sustainable, balanced budgets

**Staff expectations and Social Media**

Mrs. House addressed concerns that were aired on social media regarding staff use of social media.

**Anti-Discrimination Policy**

In recent months during the public participation portions of Board meetings, residents have come forward and expressed concern over transgender students using certain bathrooms in the high school. The district's position follows Title 9, which is Federal Law and protects students from discrimination based on sex in education programs or activities: a school district cannot dictate which bathroom a transgender student may use.

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
MINUTES – October 17, 2019**

**HUMAN RESOURCES**

**Items For Approval for Human Resources**

**(19-150)** On a motion by Mrs. Brady, seconded by Mr. Yockey to approve the following items as presented:

**Miscellaneous Items for Human Resources:**

Approval of recommendation by Milford Miami Township Drug-Free Coalition for the following position (paid from the Drug-Free Coalition):

- 1) Benson, Jennifer – Director
- 2) Hart, George - Community Coordinator

Roll call was as follows:

Mrs. Brady, Aye  
Mr. Lucas, Aye

Mr. Hamm, Aye

Mr. Yockey, Aye

Motion Carried.

**Administrative Items for Human Resources**

**(19-151)** On a motion by Mr. Yockey, seconded by Mr. Hamm to approve the following item as presented:

**Approval of Administrative contract recommendation:**

- 1) Reynolds, Tina - Assistant Nutrition Services, effective 10/07/19, to be paid per diem based on a salary recommendation of \$46,500 from Classified Supervisor Salary Schedule, start date 10/07/19 (replacement due to resignation)

Roll call was as follows:

Mrs. Brady, Aye  
Mr. Lucas, Aye

Mr. Hamm, Aye

Mr. Yockey, Aye

Motion Carried.

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
MINUTES – October 17, 2019**

**Certified items for Human Resources**

**(19-152)** On a motion by Mr. Yockey, seconded by Mr. Hamm to approve the following items as presented:

**Approval of the following Memorandum of Understanding between the Milford Education Association and the Milford Exempted Village School District:**

Pilot OTES(Appendix C)  
Traveling Teacher Compensation(Appendix D)

**Approval of Certified Resignation for the purpose of retirement:**

Cottone, Jeri - Junior High, Special Education Teacher, effective 6/01/20

Roll call was as follows:

Mrs. Brady, Aye	Mr. Hamm, Aye	Mr. Yockey, Aye
Mr. Lucas, Aye		

Motion Carried.

**Exempt Items for Human Resources**

**(19-153)** On a motion by Mr. Hamm, seconded by Mrs. Brady to approve the following items as presented:

**Approval of Exempt Employee resignation for the purpose of retirement:**

Carter, Brenda - Business Office, Administrative Secretary, effective 1/01/20

**Approval to hire Exempt Office personnel for the following positions:**

Mundy, Tina - Business Office, Administrative Secretary, effective 11/01/19, to be paid per diem based on a salary recommendation of \$45,000 from the Exempt Office Personnel Salary Schedule for the remainder of the 2019-2020 school year (replacement due to retirement)

Ostrowski, Mary Joyce (MJ) - High School, Mental Health Interventionist, to be paid per diem based on a salary recommendation of \$45,000 from Classified Supervisor Salary Schedule, for the remainder of the 2019-2020 school year. Tentative start date of 10/21/19 (new position paid via Student Wellness & Success State Funding)

Roll call was as follows:

Mrs. Brady, Aye	Mr. Hamm, Aye	Mr. Yockey, Aye
Mr. Lucas, Aye		

Motion Carried.

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
MINUTES – October 17, 2019**

**Classified Items for Human Resources**

**(19-154)** On a motion by Mr. Yockey, seconded by Mrs. Brady to approve the following items as presented:

**Approval to make the following corrections for Classified Employees' contracts previously approved at the September 17, 2019 board meeting:**

Dobrowolski, Jacob - McCormick Elementary, Extended Day Caregiver, experience 5, \$18.67/hour effective 9/15/19

**Approval of Classified Resignations:**

- 1) Reed, Judith - Teacher Aide, effective 10/01/19 for the purpose of retirement
- 2) Durgan, Melanie - Wyoming Schools, Food Service Worker, effective 10/09/19
- 3) Martin, Jon - Extended Day Caregiver, effective 9/23/19
- 4) Reynolds, Tina - Finneytown Schools, Kitchen Manager, effective 10/04/19
- 5) Young, Mary - Food Service Worker, effective 10/09/19
- 6) Gilbert, Mark – Custodian, effective 10/15/19

**Approval of Classified Hiring Recommendations for 2019-2020 school year:**

- 1) Coats, Joshua\* - Wyoming, Food Service Worker I, experience 8, 3.25 hours/day, \$17.33/hour, effective 10/16/19 (replacement due to resignation)
- 2) Combs, Becky - Junior High, Food Service Worker II, experience 1, 3.25 hours/day, \$15.10/hour, effective 10/01/19 (replacement due to resignation)
- 3) Sauer, Melissa - Finneytown, Food Service Central Kitchen Manager, experience 3, \$20.44/hour effective 10/07/19 (replacement due to resignation)
- 4) Dellostritto, Amy\* - High School, Teacher Aide, experience 5, 3.5 hours/day, \$18.59/hour, effective 10/21/19 (new)
- 5) Osborne, John\* - Substitute Custodian/Maintenance
- 6) Coats, Joshua\* - Substitute Food Service Worker
- 7) Johnston, Joseph\* - Substitute Food Service Worker
- 8) Wilson, Laura\* - Substitute Food Service Worker
- 9) Young, Mary - Substitute Food Service Worker
- 10) Johnston, Joseph\* - Wyoming High School, Food Service Worker I, experience 6, 4 hours/day, \$16.74/hour, effective 10/21/19 (replacement due to resignation)
- 11) Michaud, Leslie\* - Preschool, Teacher Aide, experience 0, 3 hours/day, \$16.20/hour, effective 10/21/19 (new due to student need)

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
MINUTES – October 17, 2019**

Roll call was as follows:

Mrs. Brady, Aye  
Mr. Lucas, Aye

Mr. Hamm, Aye

Mr. Yockey, Aye

Motion Carried.

**Supplemental Duty, Pupil Activity and Consultant Items for Human Resources:**

**(19-155)** On a motion by Mrs. Brady, seconded by Mr. Yockey to approve the re-indexing of items in Supplemental Duty Section.

Roll call was as follows:

Mrs. Brady, Aye  
Mr. Lucas, Aye

Mr. Hamm, Aye

Mr. Yockey, Aye

Motion Carried.

**(19-156)** On a motion by Mr. Yockey, seconded by Mrs. Brady to approve the items as presented.

**Approval of District Supplemental Contract Recommendations:**

- 1) Lynch, Alexandra - Home Instruction Tutor, on as needed basis, \$25/hour
- 2) Baker, Kris - Year 1 Mentor, \$750
- 3) Bens, Samantha - Year 1 Mentor, \$750
- 4) Campbell, Andrew - Year 1 Mentor, \$750
- 5) Ferrell, Jennifer - Year 1 Mentor, \$750
- 6) Holden, Steve - Year 1 Mentor, \$750
- 7) Kaiser, Kelly - Year 1 Mentor, \$750
- 8) Kauffman, Kristin - Year 1 Mentor, \$750
- 9) Kearns, Lillie - Year 1 Mentor, \$750
- 10) Langston, Shannon - Year 1 Mento, \$750r
- 11) Rieck, Craig - Year 1 Mentor, \$750
- 12) Shepherd, Jeff - Year 1 Mentor, \$750
- 13) Walker, Emma - Year 1 Mentor, \$750
- 14) Arnett, Kristin - Year 2 Mentor, \$750
- 15) DeBlasio, Gina - Year 2 Mentor for two teachers @ \$750
- 16) Johnson, Jennie - Year 2 Mentor, \$750
- 17) Jones, Stephanie - Year 2 Mentor, \$750
- 18) O'Neill, Anna - Year 2 Mentor, \$750
- 19) Siciliano, Jim - Year 2 Mentor, \$750
- 20) Smith, Tammie - Year 2 Mentor, \$750

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
MINUTES – October 17, 2019**

**Approval of Building Supplemental Contract Recommendations for the 2019-2020 school Year:**

- 1) Bolender, Patty - Boyd E. Smith Elementary, Music Performance Director, level 4, pay step 4, \$2473
- 2) Hutzel, Chrissy - Charles L. Seipelt Elementary, Music Performance Director, level 4, pay step 12, \$2885
- 3) Bachman, Cynthia - Meadowview Elementary, Music Performance Director 80%, level 4, pay step 8, \$2143.20
- 4) Blankenship, Kristy - Meadowview Elementary, Music Performance Director 20%, level 4, pay step 8, \$535.80
- 5) Mathias, Hannah - Mulberry Elementary, Music Performance Director, level 4, pay step 5, \$2679
- 6) Smith, Shelley - Pattison Elementary, Music Performance Director, level 4, pay step 16, \$3091
- 7) Barlow, Lori - Junior High, Detention Monitor, on as needed basis, \$17.50/hour
- 8) Hackmeister, Judy - Junior High, Detention Monitor, on as needed basis, \$17.50/hour
- 9) Kordis, Patty - Junior High, Detention Monitor, on as needed basis, \$17.50/hour
- 10) Childress, Marissa - High School, 60% Technical Director, level 8, pay step 6, \$4204.20

**Approval of Athletic and Extracurricular Activities Supplemental/Pupil Activity Contract Recommendations for the 2019-2020 school year:**

- 1) Schaub, Jack - Junior High, Boys Basketball Coach, level 6, pay step 3, \$3916
- 2) Cunningham, Brad - Junior High, Wrestling Coach, level 6, pay step 7, \$4328
- 3) Pope, Tim - Junior High, Wrestling Coach, level 6, pay step 5, \$4328
- 4) Hyde, Natalie - High School, Cheerleading Assistant Coach 50% (Winter), level 5, pay step 0, \$1236.50
- 5) Rieman, Megan - High School, Cheerleading Assistant Coach 50% (Winter), level 5, pay step 0, \$1236.50
- 6) Brenner, Jennifer - High School, Cheerleading Assistant Coach (Winter), level 5, pay step 1, \$2679
- 7) Vollman, Chris - High School, Basketball Assistant Coach, Boys, level 8, pay step 13, \$7419
- 8) Rieck, Craig - High School, Basketball Assistant Coach, Boys, level 8, pay step 13, \$7419
- 9) Chialastri, Jake - High School, Basketball Assistant Coach, Boys, level 8, pay step 0, \$4946
- 10) Nagle, Allison - High School, Basketball Assistant Coach, Girls, level 8, pay step 3, \$6183
- 11) Teski, Jennifer - High School, Basketball Assistant Coach, Girls, level 8, pay step 3, \$6183
- 12) Wahl, Geoff - High School, Basketball Assistant Coach, Girls, level 8, pay step 16, \$7831
- 13) Frye, Emma - High School, Swimming Assistant Coach, level 8, pay step 1, \$5358
- 14) Taylor, Albert (Butch) - High School, Bowling Assistant Coach, level 5, pay step 6, \$3504
- 15) Steiner, John - High School, Wrestling Assistant Coach, level 8, pay step 8, \$7007
- 16) McDonough, Chris - High School, Wrestling Assistant Coach, level 8, pay step 14, \$7419
- 17) Clayton, Josh - High School, Wrestling Assistant Coach 50%, level 8, pay step 5, \$3503.50
- 18) Babinec, Jason - High School, Wrestling Assistant Coach 50%, level 8, pay step 12, \$3709.50

**Approval of Accompanists for Choir for the 2019-2020 school year to be paid \$25/hour:**

- 1) Spresser, Michael - not to exceed 700 hours

**Approval of the following Volunteers for the 2019-2020 school year:**

- 1) Barnett, Michael - Junior High, Boys Basketball
- 2) Dwyer, Kort - Junior High, Boys Basketball

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
MINUTES – October 17, 2019**

- 3) Perez, Trini - Junior High, Dance Team
- 4) Brueck, Scott - Junior High, Wrestling
- 5) Hall, Kelsi\* - High School Guidance Department Mentor
- 6) Hansman, Mark - High School Guidance Department Mentor
- 7) Hayes, Dan\* - High School Guidance Department Mentor
- 8) Husted, Kevin - High School Guidance Department Mentor
- 9) Ketchum, Elijah\* - High School Guidance Department Mentor
- 10) Kleinfeldt, John\* - High School Guidance Department Mentor
- 11) Vandegrift, Chris\* - High School Guidance Department Mentor
- 12) Walker, Jennifer - High School Guidance Department Mentor
- 13) Woodward, Adam - High School Guidance Department Mentor
- 14) Wright, Jeff - High School Guidance Department Mentor
- 15) Ford, Julianne - High School, Band

Roll call was as follows:

Mrs. Brady, Aye  
Mr. Lucas, Aye

Mr. Hamm, Aye

Mr. Yockey, Aye

Motion Carried.

**BUSINESS & OPERATIONS**

**Items for approval for Business and Operations**

**(19-157)** On a motion by Mrs. Brady seconded by Mr. Yockey for approval to dispose of the following inventoried items with asset tags:

- 1) 2001 International Dump Truck - Asset Tag #020175
- 2) 2004 Ford Pickup Truck - Asset Tag #20404044
- 3) 2002 Ford Pickup Truck - Asset Tag #090189
- 4) 1996 Hurst Trailer 15' - Asset Tag #20404069
- 5) Kiln - Asset Tag #033214
- 6) Kiln - Asset Tag #033213

Roll call was as follows:

Mrs. Brady, Aye  
Mr. Lucas, Aye

Mr. Hamm, Aye

Mr. Yockey, Aye

Motion Carried.

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
MINUTES – October 17, 2019**

**CURRICULUM & INSTRUCTION**

**Items for approval for Curriculum and Instruction**

**(19-158)** On a motion by Mrs. Brady seconded by Mr. Yockey to approve the following item as presented:

**Approval for Curriculum pay for the following teachers:**

- 1) Davison, Kelcey - 25 hours to plan and implement ACT Preparation
- 2) Metager, Kevin - 25 hours to plan and implement ACT Preparation
- 3) Moorehead, Melody - 25 hours to plan and implement ACT Preparation
- 4) Wahl, Geoff - 25 hours to plan and implement ACT Preparation
- 5) Edwards, Rebecca - 60 hours for World Language Course Authoring/OBC
- 6) West, Matt - 60 hours for World Language Course Authoring/OBC
- 7) Yuellig, Heather - 60 hours for World Language Course Authoring/OBC
- 8) Bartholomew, Shane - 20 hours for ODE Mathematical Reasoning
- 9) Mendralski, Alison - 30 hours for the Online Health Course Pilot

Roll call was as follows:

Mrs. Brady, Aye  
Mr. Lucas, Aye

Mr. Hamm, Aye

Mr. Yockey, Aye

Motion Carried.

**Informational Item for Curriculum & Instruction:**

**Community School Enrollment**

State funding follows a student who is enrolled in an online or community school, which is a significant deduction in funding for the district. The highest number of students enrolled in community schools was 109 - this year that number is down to 75 students, which equates to that funding coming back to our district.

**Report Card Information**

Mrs. House provided further review of the recent state Report Card grade given to Milford.



**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
MINUTES – October 17, 2019**

**BOARD OF EDUCATION**

**(19-159)** On a motion by Mr. Yockey, seconded by Mrs. Brady to approve a Resolution Adopting and Approving Settlement Agreement and release of all claims (Appendix C)

Roll call was as follows:

Mrs. Brady, Aye  
Mr. Lucas, Aye

Mr. Hamm, Aye

Mr. Yockey, Aye

Motion Carried.

**PUBLIC PARTICIPATION**

- James Rhodes addressed the Board as a candidate for school board, stating he has sought a non-partisan endorsement for his campaign.
- Amanda Fox told the Board she is glad the district makes decisions based on student need, not based on what will make the state report card scores look better. She stated that her sons would otherwise have been limited in the courses they were able to take.
- Kevin Austin addressed the Board for a second time concerning staff use of social media.
- John Warner addressed the Board for a second time about his concerns about transgender students using restrooms and on a separate matter suggested the Board look at their opportunities to reduce cost.

**Next Board Meeting:**

November 14, 2019 – 7:00 p.m.  
Milford Schools Administrative Offices - Board Conference Room  
1099 State Route 131  
Milford, OH 45150

**DISCUSSION**

Mrs. Nancy House discussed the dedication of the Veteran’s wall which will be on November 14<sup>th</sup>.

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
MINUTES – October 17, 2019**

**ADJOURNMENT**

**(19-160)** On a motion by Mr. Yockey, seconded by Mrs. Brady to adjourn from the October 17, 2019 Board of Education meeting at 9:02 p.m.

Roll call was as follows:

Mrs. Brady, Aye  
Mr. Lucas, Aye

Mr. Hamm, Aye

Mr. Yockey, Aye

Motion Carried.

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**PRESIDENT**

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**TREASURER**

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
WORK SESSION - MINUTES  
October 17, 2019**

The Board of Education Work Session met on October 17, 2019 at 5:15 p.m. at the Milford Board of Education Office, 1099 State Route 131, Milford, Ohio 45150, in accordance with notices sent to each member. The following members were present for roll call:

Mrs. Brady  
Mr. Lucas

Mr. Hamm

Mr. Yockey

Also Present: Mrs. House, Mr. Rabe, Dr. Chin, Mr. Spieser, Mr. Daniels, Mrs. Berkley and Mr. Johnson

Mrs. Marques was absent.

**Pledge of Allegiance**

**APPROVAL OF AGENDA**

**(19-144)** On a motion by Mr. Yockey, seconded by Mrs. Brady to approve the agenda as written.

Roll call vote was as follows:

Mrs. Brady, Aye  
Mr. Lucas, Aye

Mr. Hamm, Aye

Mr. Yockey, Aye

Motion Carried.

**BOND ISSUE**

**Superintendent and Treasurer Items**

- Timelines and deadlines - March 17, 2020 is the first option for the Board to place a bond issue on the ballot. If the Board chooses to place the bond issue on the March 2020 ballot, the filing deadlines are later in November and early December.

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
WORK SESSION - MINUTES  
October 17, 2019**

**Community Advisory Team Plan – Mrs. Nancy House**

CAT members Clay Barclay, Rob Hewlett, Lisa McKinney, and Matt Petersman presented the Community Advisory Team’s preferred Facility Master Plan to the Board at their September meeting.

The CAT recommended that the Board keep the total facility construction cost to less than \$72.5 million and to include:

- Building a new junior high for grades 6-8 designed with grade levels in separate areas
- Include space for programs that are currently housed in modulars located next to the junior high
- Integrate the Preschool program into two elementary school buildings
- Site safety at the junior high and high school campus which includes updated traffic flow and parking

The CAT also asked the Board to consider adding to the plan the construction of an auditorium, HVAC and roof needs at the high school, upgrades and visitor bleachers at the stadium, and to consider what to do with the athletic buildings that would be displaced by the construction of a new junior high building.

The CAT recognized that the preschool, high school HVAC and roof, and the auditorium are hot button issues with the community.

The Board will take the CAT’s recommendations (in addition to the feedback received from an informal online survey and from an upcoming survey that will randomly sample registered voters) into consideration when making a decision about facilities and the possibility of a future bond issue

**Budget Estimates – Mr. Jeff Johnson**

Construction Estimates - the Board reviewed construction estimates provided by an independent construction estimator. The Board asked for a second company to provide estimates as well, so all figures can be compared. The second set of estimates will be reviewed at the Work Session planned for November 4

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
WORK SESSION - MINUTES  
October 17, 2019**

**Millage – Mr. Brian Rabe**

Budget and millage scenarios - Treasurer Brian Rabe provided the Board with estimated millage scenarios, based on the various aspects of the facilities plan. At the Work Session planned for November 4, Mr. Rabe will provide the Board with further details about the estimated costs of the project.

**ADJOURNMENT**

**(19-145)** On a motion by Mrs. Brady, seconded by Mr. Yockey to adjourn the Work Session of October 17, 2019 at 6:39 p.m.

Roll call vote was as follows:

Mrs. Brady, Aye  
Mr. Lucas, Aye

Mr. Hamm, Aye

Mr. Yockey, Aye

Motion Carried.

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**PRESIDENT**

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**TREASURER**

Date: 11/04/19  
 Time: 3:53 pm

MILFORD EXEMPTED VILLAGE SCH.  
 Appropriation Account Summary  
 SORTED BY FUND/FUNC/OBJ  
 APPSUM FOR BOARD MEMBERS

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Account Number							Description							
FUND	FUNC	OBJ	SCC	SUBJ	OU	IL JOB	Prior FY	FYTD	MTD	Cur + Future	FYTD	FYTD		
							Carryover	Actual	Actual	Encumbrances	Remaining	Percent		
							Encumbrances	Expenditures	Expenditures	+ Requis Amt	Balance	Exp/Enc		
							FYTD	FYTD						
							Appropriated	Expendable	Expenditures					
001	1100	100	0000	000000	000	00 000								
							19,785,092.48	0.00	19,785,092.48	7,672,790.71	1,941,966.62	0.00	12,112,301.77	38.78
REGULAR INSTRUCTION-SALARIES AND WAGES														
001	1100	200	0000	000000	000	00 000								
							9,095,960.44	0.00	9,095,960.44	2,610,936.60	648,822.45	2,500.00	6,482,523.84	28.73
REGULAR INSTRUCTION-RETIREMENT AND BENEFITS														
001	1100	400	0000	000000	000	00 000								
							2,447,935.30	1,745.00	2,449,680.30	617,591.79	186,820.31	150,576.07	1,681,512.44	31.36
REGULAR INSTRUCTION-PURCHASED SERVICES														
001	1100	500	0000	000000	000	00 000								
							3,115,554.48	166,383.74	3,281,938.22	804,829.48	106,533.04	297,964.70	2,179,144.04	33.60
REGULAR INSTRUCTION-SUPPLIES/MATERIALS/TEXTS														
001	1100	600	0000	000000	000	00 000								
							259,820.00	9,852.36	269,672.36	127,044.36	88,282.15	26,409.68	116,218.32	56.90
REGULAR INSTRUCTION-NEW (ADD'L) EQUIPMENT														
001	1100	800	0000	000000	000	00 000								
							7,000.00	0.00	7,000.00	2,646.00	0.00	1,184.96	3,169.04	54.73
GENERAL REG INSTRUCTION MISCELLANEOUS OBJECT														
*****TOTAL FOR FUNC 1100 (REGULAR INSTRUCTION):							34,711,362.70	177,981.10	34,889,343.80	11,835,838.94	2,972,424.57	478,635.41	22,574,869.45	35.30
=====														
001	1200	100	0000	000000	000	00 000								
							5,378,276.07	0.00	5,378,276.07	1,872,858.61	446,606.38	0.00	3,505,417.46	34.82
SPECIAL INSTRUCTION-SALARIES AND WAGES														
001	1200	200	0000	000000	000	00 000								
							2,389,133.04	0.00	2,389,133.04	744,963.71	173,090.03	0.00	1,644,169.33	31.18
SPECIAL INSTRUCTION-RETIREMENT AND BENEFITS														
001	1200	400	0000	000000	000	00 000								
							3,117,462.00	37,904.22	3,155,366.22	668,404.65	298,391.41	377,646.52	2,109,315.05	33.15
SPECIAL INSTRUCTION-PURCHASED SERVICES														
001	1200	500	0000	000000	000	00 000								
							57,350.00	0.00	57,350.00	17,564.00	266.11	395.99	39,390.01	31.32
SPECIAL INSTRUCTION-SUPPLIES/MATERIALS/TEXTS														
*****TOTAL FOR FUNC 1200 (SPECIAL INSTRUCTION):							10,942,221.11	37,904.22	10,980,125.33	3,303,790.97	918,353.93	378,042.51	7,298,291.85	33.53
=====														
001	1900	100	0000	000000	000	00 000								
							52,500.00	0.00	52,500.00	17,662.18	4,537.54	0.00	34,837.82	33.64
GENERAL OTHER INSTRUCTION PERSONAL SERV-SALAR														
001	1900	200	0000	000000	000	00 000								
							8,129.73	0.00	8,129.73	2,771.20	674.07	0.00	5,358.53	34.09
GENERAL OTHER INSTRUCTION EMPLOYEES RETIRE/IN														

Date: 11/04/19  
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MILFORD EXEMPTED VILLAGE SCH.  
 Appropriation Account Summary  
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Account Number		Description												
FUND	FUNC	OBJ	SCC	SUBJ	OU	IL	JOB							
							Prior FY	FYTD	MTD	Cur + Future	FYTD	FYTD		
							Carryover	Actual	Actual	Encumbrances	Remaining	Percent		
							Encumbrances	Expenditures	Expenditures	+ Requis Amt	Balance	Exp/Enc		
							FYTD							
							Appropriated	Expendable	Expenditures					
*****TOTAL FOR FUNC 1900 (OTHER INSTRUCTION):														
							60,629.73	0.00	60,629.73	20,433.38	5,211.61	0.00	40,196.35	33.70
=====														
001	2100	100	0000	000000	000	00	000		SPT SVCS-PUPILS - SALARIES AND WAGES					
							2,330,961.68	0.00	2,330,961.68	718,863.95	206,198.66	0.00	1,612,097.73	30.84
001	2100	200	0000	000000	000	00	000		SPT SVCS-PUPILS - RETIREMENT AND BENEFITS					
							893,622.14	0.00	893,622.14	289,089.26	73,787.69	0.00	604,532.88	32.35
001	2100	400	0000	000000	000	00	000		SPT SVCS-PUPILS - PURCHASED SERVICES					
							451,110.00	500.21	451,610.21	124,009.95	52,149.67	14,344.15	313,256.11	30.64
001	2100	500	0000	000000	000	00	000		SPT SVCS-PUPILS - SUPPLIES/MATERIALS					
							88,550.00	0.00	88,550.00	22,754.13	52.97	13,200.00	52,595.87	40.60
001	2100	800	0000	000000	000	00	000		SPT SVCS-PUPILS - OTHER EXPENSES					
							18,150.00	0.00	18,150.00	0.00	0.00	0.00	18,150.00	0.00
*****TOTAL FOR FUNC 2100 (SUPPORT SERVICES - PUPILS):														
							3,782,393.82	500.21	3,782,894.03	1,154,717.29	332,188.99	27,544.15	2,600,632.59	31.25
=====														
001	2200	100	0000	000000	000	00	000		SPT SVCS-STAFF - SALARIES AND WAGES					
							834,820.13	0.00	834,820.13	263,423.60	86,201.20	0.00	571,396.53	31.55
001	2200	200	0000	000000	000	00	000		SPT SVCS-STAFF - RETIREMENT AND BENEFITS					
							340,328.52	160.35	340,488.87	163,437.54	90,574.66	0.00	177,051.33	48.00
001	2200	400	0000	000000	000	00	000		SPT SVCS-STAFF - PURCHASED SERVICES					
							191,991.04	12,745.52	204,736.56	72,032.16	14,704.97	29,722.31	102,982.09	49.70
001	2200	500	0000	000000	000	00	000		SPT SVCS-STAFF - SUPPLIES/MATERIALS					
							63,725.00	174.15-	63,550.85	28,085.20	2,660.82	7,425.16	28,040.49	55.88
001	2200	500	9027	000000	000	00	000		GENERAL SUPP SERV-INSTRUCT STAFF SUPPLY/MATER					
							1,500.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
001	2200	800	0000	000000	000	00	000		GENERAL SUPP SERV-INSTRUCT STAFF MISCELLANEOU					
							6,025.00	0.00	6,025.00	4,584.00	4,315.00	0.00	1,441.00	76.08
*****TOTAL FOR FUNC 2200 (SUPP SERV- INSTRUCTIONAL STAFF):														
							1,438,389.69	12,731.72	1,451,121.41	531,562.50	198,456.65	37,147.47	882,411.44	39.19
=====														





Date: 11/04/19  
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MILFORD EXEMPTED VILLAGE SCH.  
 Appropriation Account Summary  
 SORTED BY FUND/FUNC/OBJ  
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Account Number			Description											
FUND	FUNC	OBJ	SCC	SUBJ	OU	IL	JOB							
							Prior FY	FYTD	MTD	Cur + Future	FYTD	FYTD		
							Carryover	Actual	Actual	Encumbrances	Remaining	Percent		
							Encumbrances	Expenditures	Expenditures	+ Requis Amt	Balance	Exp/Enc		
							FYTD							
							Appropriated	Expendable	Expenditures					
*****TOTAL FOR FUNC 2500 (FISCAL SERVICES):														
							1,745,685.05	10,822.48	1,756,507.53	657,998.12	86,135.19	83,986.66	1,014,522.75	42.24
=====														
001	2600	100	0000	000000	000	00	000		SPT SVCS-BUSINESS - SALARIES AND WAGES					
							224,272.22	0.00	224,272.22	74,408.54	18,732.96	0.00	149,863.68	33.18
001	2600	200	0000	000000	000	00	000		SPT SVCS-BUSINESS - RETIREMENT/BENEFITS					
							90,187.88	0.00	90,187.88	33,127.02	7,645.70	0.00	57,060.86	36.73
001	2600	400	0000	000000	000	00	000		SPT SVCS-BUSINESS - PURCHASED SERVICES					
							85,260.00	7,298.89	92,558.89	40,598.74	17,130.01	34,095.64	17,864.51	80.70
001	2600	500	0000	000000	000	00	000		SPT SVCS-BUSINESS - SUPPLIES/MATERIALS					
							1,000.00	0.00	1,000.00	364.45	364.45	0.00	635.55	36.45
001	2600	800	0000	000000	000	00	000		GENERAL SUPPORT SERV-BUSINESS MISCELLANEOUS O					
							1,750.00	0.00	1,750.00	1,330.00	0.00	0.00	420.00	76.00
*****TOTAL FOR FUNC 2600 (SUPPORT SERVICES - BUSINESS):														
							402,470.10	7,298.89	409,768.99	149,828.75	43,873.12	34,095.64	225,844.60	44.88
=====														
001	2700	100	0000	000000	000	00	000		SPT SVCS-PLANT - SALARIES AND WAGES					
							1,834,862.65	0.00	1,834,862.65	656,041.65	151,123.56	0.00	1,178,821.00	35.75
001	2700	200	0000	000000	000	00	000		SPT SVCS-PLANT - RETIREMENT AND BENEFITS					
							725,841.89	0.00	725,841.89	258,224.90	61,724.69	1,000.00	466,616.99	35.71
001	2700	400	0000	000000	000	00	000		SPT SVCS-PLANT - PURCHASED SERVICES					
							1,989,500.00	270,669.52	2,260,169.52	844,572.94	166,468.67	362,875.37	1,052,721.21	53.42
001	2700	500	0000	000000	000	00	000		SPT SVCS-PLANT - SUPPLIES/MATERIALS					
							461,000.00	56,477.67	517,477.67	202,701.02	50,538.84	71,675.08	243,101.57	53.02
001	2700	600	0000	000000	000	00	000		SPT SVCS-PLANT - NEW (ADD'L) EQUIPMENT					
							100,000.00	7,125.00	107,125.00	61,729.73	2,575.00	0.00	45,395.27	57.62
001	2700	800	0000	000000	000	00	000		GENERAL OPERATION/MAINT OF PLANT MISCELLANEOU					
							200.00	0.00	200.00	35.00	0.00	0.00	165.00	17.50
*****TOTAL FOR FUNC 2700 (OPERATION & MAINT OF PLANT SER):														
							5,111,404.54	334,272.19	5,445,676.73	2,023,305.24	432,430.76	435,550.45	2,986,821.04	45.15
=====														

Date: 11/04/19  
 Time: 3:53 pm

MILFORD EXEMPTED VILLAGE SCH.  
 Appropriation Account Summary  
 SORTED BY FUND/FUNC/OBJ  
 APPSUM FOR BOARD MEMBERS

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Account Number		Description												
FUND	FUNC	OBJ	SCC	SUBJ	OU	IL	JOB							
							Prior FY	FYTD	MTD	Cur + Future	FYTD	FYTD		
							Carryover	Actual	Actual	Encumbrances	Remaining	Percent		
							Encumbrances	Expenditures	Expenditures	+ Requis Amt	Balance	Exp/Enc		
							FYTD	FYTD						
							Appropriated	Expendable	Expenditures					
001	2800	100	0000	000000	000	00	000							
								SPT SVCS-TRANSPORTATION - SALARIES AND WAGES						
							6,500.90	0.00	6,500.90	6,500.90	0.00	0.00	0.00	100.00
001	2800	200	0000	000000	000	00	000							
								SPT SVCS-TRANSPORTATION - RETIREMENT/BENEFITS						
							2,646.15	0.00	2,646.15	94.26	0.00	0.00	2,551.89	3.56
001	2800	400	0000	000000	000	00	000							
								SPT SVCS-TRANSPORTATION - PURCHASED SERVICES						
							6,150,128.43	308,019.60	6,458,148.03	1,058,869.19	689,574.58	1,902,977.36	3,496,301.48	45.86
001	2800	500	0000	000000	000	00	000							
								SPT SVCS-TRANSPORTATION - SUPPLIES/MATERIALS						
							350,000.00	14,126.82	364,126.82	61,049.22	38,620.42	96,749.83	206,327.77	43.34
*****TOTAL FOR FUNC 2800 (SUPPORT SERV - PUPIL TRANSPOR.):														
							6,509,275.48	322,146.42	6,831,421.90	1,126,513.57	728,195.00	1,999,727.19	3,705,181.14	45.76
=====														
001	2900	100	0000	000000	000	00	000							
								SPT SVCS-CENTRAL SVCS - SALARIES AND WAGES						
							467,084.78	0.00	467,084.78	155,955.78	47,260.90	0.00	311,129.00	33.39
001	2900	200	0000	000000	000	00	000							
								SPT SVCS-CENTRAL SVCS - RETIREMENT/BENEFITS						
							278,946.21	1,310.00	280,256.21	104,831.71	21,208.67	26,901.23	148,523.27	47.00
001	2900	400	0000	000000	000	00	000							
								SPT SVCS-CENTRAL SVCS - PURCHASED SERVICES						
							829,864.60	4,897.90	834,762.50	392,767.41	74,439.19	388,772.48	53,222.61	93.62
001	2900	500	0000	000000	000	00	000							
								SPT SVCS-CENTRAL SVCS - SUPPLIES/MATERIALS						
							99,350.00	3,647.06	102,997.06	52,236.92	0.00	0.00	50,760.14	50.72
001	2900	600	0000	000000	000	00	000							
								SPT SVCS-CENTRAL SVCS - NEW (ADD'L) EQUIP						
							207,306.85	2,583.80	209,890.65	10,145.01	4,306.85	353.80	199,391.84	5.00
001	2900	800	0000	000000	000	00	000							
								HUMAN RESOURCES ADMIN AWARDS						
							92,139.00	2,287.10	94,426.10	65,826.46	1,231.50	11,620.50	16,979.14	82.02
*****TOTAL FOR FUNC 2900 (SUPPORT SERVICES - CENTRAL):														
							1,974,691.44	14,725.86	1,989,417.30	781,763.29	148,447.11	427,648.01	780,006.00	60.79
=====														
001	3100	800	0000	000000	000	00	000							
								GENERAL FOOD SERV OPERATION MISCELLANEOUS OBJ						
							11,000.00	0.00	11,000.00	0.00	0.00	0.00	11,000.00	0.00
*****TOTAL FOR FUNC 3100 (FOOD SERVICES OPERATIONS):														
							11,000.00	0.00	11,000.00	0.00	0.00	0.00	11,000.00	0.00
=====														

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MILFORD EXEMPTED VILLAGE SCH.  
 Appropriation Account Summary  
 SORTED BY FUND/FUNC/OBJ  
 APPSUM FOR BOARD MEMBERS

Account Number			Description							
FUND	FUNC	OBJ	SCC	SUBJ	OU	IL	JOB			
			Prior FY		FYTD		MTD	Cur + Future	FYTD	FYTD
			Carryover		Actual		Actual	Encumbrances	Remaining	Percent
			Encumbrances		Expenditures		Expenditures	+ Requis Amt	Balance	Exp/Enc
			FYTD		FYTD					
			Appropriated		Expendable					
001	3900	800	0000	000000	000	00	000			
								GENERAL OTHER OPER OF NON-INSTRUC MISCELLANEO		
					10,000.00		0.00	10,000.00	5,553.93	5,553.93
								999.57	3,446.50	65.54
*****TOTAL FOR FUNC 3900 (OTHER OPERATION OF NON-INSTRUC):										
					10,000.00		0.00	10,000.00	5,553.93	5,553.93
								999.57	3,446.50	65.54
=====										
001	4100	100	0000	000000	000	00	000			
								ACADEMIC STUDENT ACTIVITIES - SALARIES/WAGES		
					167,522.90		0.00	167,522.90	40,585.15	33,134.90
								0.00	126,937.75	24.23
001	4100	200	0000	000000	000	00	000			
								ACADEMIC STUDENT ACTIVITIES - RETIREMENT/BENE		
					25,882.31		0.00	25,882.31	6,354.28	5,115.13
								0.00	19,528.03	24.55
*****TOTAL FOR FUNC 4100 (ACADEMIC & SUBJECT ORIENTED):										
					193,405.21		0.00	193,405.21	46,939.43	38,250.03
								0.00	146,465.78	24.27
=====										
001	4500	100	0000	000000	000	00	000			
								SPORTS ORIENTED STUDENT ACTIVITIES - SALARIES		
					1,089,933.12		0.00	1,089,933.12	349,432.30	106,337.09
								0.00	740,500.82	32.06
001	4500	200	0000	000000	000	00	000			
								SPORTS ORIENTED ACTIVITIES - RETIREMENT/BENE		
					271,935.42		0.00	271,935.42	94,549.19	24,971.63
								0.00	177,386.23	34.77
001	4500	400	0000	000000	000	00	000			
								SPORTS ORIENTED ACTIVITIES - PURCHASED SVCS		
					2,340.00		0.00	2,340.00	780.00	195.00
								1,170.00	390.00	83.33
*****TOTAL FOR FUNC 4500 (SPORT ORIENTED ACTIVITIES):										
					1,364,208.54		0.00	1,364,208.54	444,761.49	131,503.72
								1,170.00	918,277.05	32.69
=====										
001	4600	100	0000	000000	000	00	000			
								SCHOOL SVC STUDENT ACTIVITIES - SALARIES		
					40,046.00		0.00	40,046.00	8,923.81	8,923.81
								0.00	31,122.19	22.28
001	4600	200	0000	000000	000	00	000			
								SCHOOL SVC STUDENT ACTIVITIES - RETIREMT/BENE		
					6,187.11		0.00	6,187.11	1,323.71	1,323.71
								0.00	4,863.40	21.39
*****TOTAL FOR FUNC 4600 (SCHL & PUBLIC SERV CO-CURRIC.):										
					46,233.11		0.00	46,233.11	10,247.52	10,247.52
								0.00	35,985.59	22.16
=====										
001	7100	900	0000	000000	000	00	000			
								GENERAL CONTINGENCY OTHER USES OF FUNDS		
					500,000.00		0.00	500,000.00	0.00	0.00
								0.00	500,000.00	0.00

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MILFORD EXEMPTED VILLAGE SCH.  
 Appropriation Account Summary  
 SORTED BY FUND/FUNC/OBJ  
 APPSUM FOR BOARD MEMBERS

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 (APPSUM)

Account Number		Description										
FUND	FUNC	OBJ	SCC	SUBJ	OU	IL	JOB					
		FYTD	Prior FY	FYTD	FYTD	MTD	Cur + Future	FYTD	FYTD			
		Appropriated	Carryover	Expendable	Actual	Actual	Encumbrances	Remaining	Percent			
			Encumbrances		Expenditures	Expenditures	+ Requis Amt	Balance	Exp/Enc			
*****TOTAL FOR FUNC 7100 (CONTINGENCIES):												
		500,000.00	0.00	500,000.00	0.00	0.00	0.00	500,000.00	0.00			
=====												
001	7200	900	0000	000000	000	00	000	GENERAL TRANSFER OTHER USES OF FUNDS				
		27,457.80	0.00	27,457.80	27,457.80	27,457.80	0.00	0.00	100.00			
*****TOTAL FOR FUNC 7200 (TRANSFERS):												
		27,457.80	0.00	27,457.80	27,457.80	27,457.80	0.00	0.00	100.00			
=====												
*****TOTAL FOR FUND 001 (GENERAL):												
Ex Tr/Ad	73,472,542.20	930,809.92	74,403,352.12	23,496,825.73	6,373,517.57	3,986,777.79	46,919,748.60	36.94				
In Tr/Ad	73,500,000.00	930,809.92	74,430,809.92	23,524,283.53	6,400,975.37	3,986,777.79	46,919,748.60	36.96				
=====												
*****GRAND TOTALS:												
Ex Tr/Ad	73,472,542.20	930,809.92	74,403,352.12	23,496,825.73	6,373,517.57	3,986,777.79	46,919,748.60	36.94				
In Tr/Ad	73,500,000.00	930,809.92	74,430,809.92	23,524,283.53	6,400,975.37	3,986,777.79	46,919,748.60	36.96				
=====												

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MILFORD EXEMPTED VILLAGE SCH.  
 Fiscal Year Budget  
 Revenues & Expenditures  
 October 1, 2019 through October 31, 2019  
 REVENUE AND EXPENDITURE REPORT

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 (FNDREVEX)

Aggregate of Funds

	October Activity	Annual Budget	FYTD Activity	Encumbrances	Unencumbered Balance
Total Fund Balance, Beg. of Period	\$ 55,116,545.46		\$ 43,179,511.99		
<b>Revenue:</b>					
GEN. PROP. TAX - REAL UNRESERV		\$ 36,500,000.00	\$ 17,867,005.20		
OTHER RECEIPTS (LOCAL TAXES)			\$ 10,336.38		
TUITION/PAT-REGULAR DAY SCHOOL	\$ 57,756.50		\$ 225,383.00		
MISC TUITION FROM PATRONS	\$ 17,524.46		\$ 64,092.81		
TUITION/DST-REGULAR DAY SCHOOL			\$ 147,424.48		
TUITION/DST-SPECIAL EDUCATION			\$ 31,067.41		
OPEN ENROLLMENT	\$ 88,036.48		\$ 352,145.92		
INTEREST IN INVESTMENTS	\$ 69,827.90		\$ 247,577.09		
GAIN OR LOSS ON SALE OF INVS	\$ 6,726.85-		\$ 6,806.00-		
DUES AND FEES	\$ 2,260.00		\$ 106,569.25		
RENTALS	\$ 1,512.50		\$ 11,392.50		
COMP FOR PROPERTY TAX EXEMPT.			\$ 1,637,515.23		
OTHER MISCELLANEOUS RECEIPTS	\$ 8,973.06		\$ 69,861.89		
SALE OF FIXED ASSETS	\$ 20,600.00		\$ 20,600.00		
SALE OF PERSONAL PROPERTY			\$ 50.00		
REVENUE IN LIEU OF TAXES			\$ 9,644.00		
SCHOOL FOUNDATION ALLOWANCE	\$ 2,023,057.80	\$ 36,500,000.00	\$ 8,055,966.77		
10% AND 2.5% ROLLBACK			\$ 1,897,766.98		
HOMESTEAD EXEMPTION	\$ 15,702.60		\$ 354,819.71		
OTHER UNRESTRC GRANTS-IN-AID			\$ 183,995.30		
POVERTY BASED ASSISTANCE	\$ 4,909.36		\$ 19,637.39		
OTHER REST GRANTS-IN-AID/STATE	\$ 557.80		\$ 2,231.20		
UNRES GRANT FED FROM INTERMD			\$ 42,583.00		
UNRES FROM FED/OTHER INTERMED.	\$ 18.66		\$ 9,966.30		
TRANSFERS-IN	\$ 27,457.80		\$ 27,457.80		
REFND OF PRIOR YEAR EXPENDITUR	\$ 535.34		\$ 4,061.43		
Total Revenues:	\$ 2,332,003.41	\$ 73,000,000.00	\$ 31,392,345.04		
<b>Expenditures:</b>					
<b>PERSONNEL:</b>					
SALARIES	\$ 3,324,492.47	\$ 35,499,807.89	\$ 12,941,410.52		\$ 22,558,397.37
FRINGE BENEFITS	\$ 1,223,545.77	\$ 16,013,446.13	\$ 4,797,296.28	\$ 30,916.68	\$ 11,185,233.17
TOTAL PERSONNEL:	\$ 4,548,038.24	\$ 51,513,254.02	\$ 17,738,706.80	\$ 30,916.68	\$ 33,743,630.54
ADVERTISING		\$ 1,250.00	\$ 99.76		\$ 1,150.24
CERTIFICATED MEETING EXPENSE	\$ 28,679.76	\$ 148,306.84	\$ 50,394.91	\$ 18,690.41	\$ 79,221.52
COMMUNITY SCHOOL PAYMENTS	\$ 39,989.74	\$ 550,000.00	\$ 169,460.65		\$ 380,539.35

MILFORD EXEMPTED VILLAGE SCH.  
 Fiscal Year Budget  
 Revenues & Expenditures  
 October 1, 2019 through October 31, 2019  
 REVENUE AND EXPENDITURE REPORT

Aggregate of Funds (cont'd)

	October Activity	Annual Budget	FYTD Activity	Encumbrances	Unencumbered Balance
DATA PROCESSING SERVICES	\$ 6,067.80	\$ 264,568.35	\$ 173,194.64	\$ 24,390.80	\$ 66,982.91
ELECTRICITY	\$ 82,596.36	\$ 924,206.38	\$ 344,856.91	\$ 142,269.73	\$ 437,079.74
EXCESS COSTS	\$ 50,547.27	\$ 793,450.00	\$ 159,161.85	\$ 121,183.50	\$ 513,104.65
GARBAGE REMOVAL & CLEANING	\$ 3,042.47	\$ 36,844.32	\$ 9,790.05	\$ 12,367.54	\$ 14,686.73
GAS	\$ 4,374.44	\$ 185,504.18	\$ 18,400.83	\$ 35,713.67	\$ 131,389.68
HEALTH SERVICES	\$ 75.00	\$ 101,800.00	\$ 540.00		\$ 101,260.00
INSTRUCTION SERVICES	\$ 65,562.55	\$ 595,562.00	\$ 81,517.10	\$ 71,359.15	\$ 442,685.75
INSTRUCTIONAL IMPROVEMENT	\$ 27.62	\$ 67,300.00	\$ 15,950.62	\$ 15,500.00	\$ 35,849.38
INTERNET ACCESS SERVICE	\$ 3,427.40	\$ 92,000.00	\$ 13,709.60	\$ 43,524.20	\$ 34,766.20
MANAGEMENT SERVICES	\$ 3,044.40	\$ 58,132.80	\$ 37,950.40	\$ 20,182.40	
NONCERTIFICATED MEETING EXP.	\$ 100.00	\$ 14,045.96	\$ 1,798.87	\$ 200.00	\$ 12,047.09
OPEN ENROLLMENT PAYMENTS	\$ 55,434.53	\$ 650,000.00	\$ 221,738.13		\$ 428,261.87
OTHER COMMUNICATIONS SERVICE	\$ 186.42	\$ 2,000.00	\$ 186.42		\$ 1,813.58
OTHER CRAFT & TRADE SERVICES	\$ 95.76	\$ 1,200.00	\$ 288.14	\$ 761.86	\$ 150.00
OTHER PROFESSIONAL & TECHNICAL	\$ 52,454.04	\$ 771,734.65	\$ 320,058.24	\$ 398,553.15	\$ 53,123.26
OTHER PROPERTY SERVICES	\$ 300.00	\$ 125,200.00	\$ 600.00	\$ 1,400.00	\$ 123,200.00
OTHER PUPIL TRANSPORTATION	\$ 7,415.49	\$ 19,181.34	\$ 13,498.13		\$ 5,683.21
OTHER TRAVEL/MEETING EXPENSE	\$ 5,325.49	\$ 71,476.47	\$ 11,338.08	\$ 24,386.48	\$ 35,751.91
OTHER TUITION PAYMENTS	\$ 6,321.33	\$ 165,000.00	\$ 18,964.01		\$ 146,035.99
POSTAGE	\$ 1,919.55	\$ 31,610.71	\$ 7,765.85	\$ 10,783.55	\$ 13,061.31
PRINTING AND BINDING	\$ 101.06	\$ 11,700.00	\$ 961.06	\$ 21.00	\$ 10,717.94
PROFESSIONAL & TECHNICAL SERV.	\$ 79,968.84	\$ 632,550.00	\$ 156,770.00	\$ 5,202.00	\$ 470,578.00
PROFESSIONAL/LEGAL SERVICES	\$ 4,778.55	\$ 91,284.04	\$ 28,363.79	\$ 21,068.95	\$ 41,851.30
PROPERTY INSURANCE		\$ 100,000.00	\$ 84,665.00		\$ 15,335.00
PURCHASED TRANSP.- EXTRACURR.	\$ 29,910.40	\$ 130,305.86	\$ 42,572.02	\$ 63,328.44	\$ 24,405.40
RENTALS	\$ 19,159.18	\$ 198,993.96	\$ 53,430.76	\$ 41,787.31	\$ 103,775.89
REPAIRS & MAINTENANCE SERV.	\$ 42,973.42	\$ 723,292.77	\$ 338,256.76	\$ 132,235.72	\$ 252,800.29
SPECIAL ED PAYMENTS	\$ 38,806.54	\$ 426,600.00	\$ 45,122.10	\$ 48,933.94	\$ 332,543.96
STAFF SERVICES	\$ 60.00	\$ 6,888.50	\$ 5,140.50	\$ 1,739.00	\$ 9.00
STATISTICAL SERVICES	\$ 8,500.00	\$ 11,500.00	\$ 8,500.00		\$ 3,000.00
TELEPHONE SERVICE	\$ 5,666.01	\$ 153,710.00	\$ 21,292.72	\$ 60,939.18	\$ 71,478.10
TRANS PURCHASED OTHER SOURCE	\$ 650,510.39	\$ 6,262,290.54	\$ 995,438.96	\$ 1,826,741.86	\$ 3,440,109.72
TUITION PD - PRIVATE SCHOOLS	\$ 192,450.72	\$ 1,720,204.22	\$ 454,794.70	\$ 204,148.99	\$ 1,061,260.53
WATER AND SEWAGE	\$ 30,760.10	\$ 150,311.63	\$ 37,191.52	\$ 31,220.11	\$ 81,900.00
<b>TOTAL PURCHASED SERVICES</b>	<b>\$ 1,520,632.63</b>	<b>\$ 16,290,005.52</b>	<b>\$ 3,943,763.08</b>	<b>\$ 3,378,632.94</b>	<b>\$ 8,967,609.50</b>
CLASSROOM SUPPLIES	\$ 6,419.51	\$ 97,800.00	\$ 35,196.16	\$ 4,894.55	\$ 57,709.29
COLLEGE CREDIT PLUS DATA	\$ 604.31	\$ 46,810.31	\$ 8,939.07	\$ 22,355.45	\$ 15,515.79
COMPUTER SUPPLIES	\$ 34,744.75	\$ 861,580.33	\$ 128,296.05	\$ 219,395.22	\$ 513,889.06
ELECTRONIC INSTRUCT. MATERIALS		\$ 119,050.00	\$ 112,020.00	\$ 3,000.00	\$ 4,030.00
ELECTRONIC SUBSCRIPTION SVC.	\$ 1,909.00	\$ 60,062.89	\$ 46,779.00	\$ 62.89	\$ 13,221.00
EQUIPMENT AND FURNITURE	\$ 22,266.26	\$ 664,479.52	\$ 88,066.01	\$ 3,785.27	\$ 572,628.24
FOOD & RELATED SUPP & MATERIAL		\$ 1,500.00			\$ 1,500.00

MILFORD EXEMPTED VILLAGE SCH.  
 Fiscal Year Budget  
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 October 1, 2019 through October 31, 2019  
 REVENUE AND EXPENDITURE REPORT

Aggregate of Funds (cont'd)

	October Activity	Annual Budget	FYTD Activity	Encumbrances	Unencumbered Balance
FUEL	\$ 40,057.92	\$ 394,513.83	\$ 66,772.87	\$ 99,406.46	\$ 228,334.50
GENERAL SUPPLIES	\$ 13,840.73	\$ 191,659.74	\$ 77,114.38	\$ 6,418.26	\$ 108,127.10
HEALTH & HYGIENE SUPPLIES		\$ 3,000.00	\$ 952.14		\$ 2,047.86
LIBRARY BOOKS	\$ 2,020.70	\$ 26,000.00	\$ 5,516.52	\$ 4,123.56	\$ 16,359.92
NEWSPAPER, PERIODICALS, FILMS	\$ 561.97	\$ 3,500.00	\$ 1,037.34	\$ 1,388.00	\$ 1,074.66
OFFICES SUPPLIES	\$ 1,015.05	\$ 60,514.45	\$ 11,480.32	\$ 2,308.22	\$ 46,725.91
OPER/MAINTENANCE/REPAIR-PLANT	\$ 38,003.00	\$ 461,325.66	\$ 185,448.03	\$ 56,602.01	\$ 219,275.62
OTHER GENERAL SUPPLIES		\$ 95,650.00	\$ 21,550.00	\$ 13,200.00	\$ 60,900.00
OTHER SUPPLIES & MATERIALS	\$ 9,485.34	\$ 15,000.00	\$ 9,485.34		\$ 5,514.66
PERIODICALS		\$ 150.00			\$ 150.00
SOFTWARE MATERIALS		\$ 55,625.00	\$ 50,079.53	\$ 1,913.60	\$ 3,631.87
TEXTBOOKS	\$ 27,054.08	\$ 1,356,161.74	\$ 346,781.08	\$ 33,098.61	\$ 976,282.05
TIRES & TUBES	\$ 1,613.00	\$ 10,765.00	\$ 2,044.00	\$ 6,899.00	\$ 1,822.00
<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$ 199,595.62</b>	<b>\$ 4,525,148.47</b>	<b>\$ 1,197,557.84</b>	<b>\$ 478,851.10</b>	<b>\$ 2,848,739.53</b>
CAPITALIZED EQUIPMENT	\$ 1,572.15	\$ 36,999.36	\$ 13,920.86	\$ 48.57	\$ 23,029.93
EQUIPMENT	\$ 6,881.85	\$ 164,251.85	\$ 86,622.08		\$ 77,629.77
TECHNICAL EQUIPMENT	\$ 86,710.00	\$ 385,436.80	\$ 98,376.16	\$ 26,714.91	\$ 260,345.73
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 95,164.00</b>	<b>\$ 586,688.01</b>	<b>\$ 198,919.10</b>	<b>\$ 26,763.48</b>	<b>\$ 361,005.43</b>
AWARDS AND PRIZES		\$ 8,287.10	\$ 2,787.20	\$ 3,000.00	\$ 2,499.90
BANK CHARGES	\$ 8,056.77	\$ 85,400.00	\$ 39,598.96	\$ 3,800.00	\$ 42,001.04
CHARGES FOR STATE EXAMS	\$ 3,000.00	\$ 55,000.00	\$ 10,600.00	\$ 38,900.00	\$ 5,500.00
COUNTY BD OF ED CONTRIBUTION	\$ 15,350.12-	\$ 42,000.00	\$ 5,039.48-		\$ 47,039.48
ELECTION EXPENSE		\$ 18,100.00			\$ 18,100.00
FIDELITY BOND PREMIUMS		\$ 250.00	\$ 250.00		
LIABILITY INSURANCE		\$ 17,959.00	\$ 17,959.00		
MEMBRSH P FEES - PROF ORGANZ.	\$ 4,415.00	\$ 30,996.00	\$ 13,737.32	\$ 1,290.00	\$ 15,968.68
MISCELLANEOUS OBJECTS		\$ 23,000.00			\$ 23,000.00
OTHER DUES AND FEES	\$ 180.00	\$ 78,200.00	\$ 9,287.87	\$ 1,310.00	\$ 67,602.13
OTHER INSURANCE		\$ 44,064.00	\$ 44,064.00		
OTHER JUDGEMENTS	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00		
OTHER MISCELLANEOUS	\$ 5,553.93	\$ 10,000.00	\$ 5,553.93	\$ 999.57	\$ 3,446.50
PROPERTY TAX COLLECTION FEES		\$ 530,000.00	\$ 257,179.85		\$ 272,820.15
SELF INSURANCE	\$ 1,231.50	\$ 42,000.00	\$ 18,900.26	\$ 8,620.50	\$ 14,479.24
<b>TOTAL MISCELLANEOUS OBJECTS</b>	<b>\$ 10,087.08</b>	<b>\$ 988,256.10</b>	<b>\$ 417,878.91</b>	<b>\$ 57,920.07</b>	<b>\$ 512,457.12</b>
CONTINGENCIES		\$ 500,000.00			\$ 500,000.00
TRANSFERS	\$ 27,457.80	\$ 27,457.80	\$ 27,457.80		
<b>TOTAL OTHER USES OF FUNDS</b>	<b>\$ 27,457.80</b>	<b>\$ 527,457.80</b>	<b>\$ 27,457.80</b>	<b>\$ 0.00</b>	<b>\$ 500,000.00</b>

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MILFORD EXEMPTED VILLAGE SCH.  
 Fiscal Year Budget  
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 October 1, 2019 through October 31, 2019  
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Aggregate of Funds (cont'd)

	October Activity	Annual Budget	FYTD Activity	Encumbrances	Unencumbered Balance
Total Expenditures:	\$ 6,400,975.37	\$ 74,430,809.92	\$ 23,524,283.53	\$ 3,973,084.27	\$ 46,933,442.12
Increase (Decrease) for Period	\$ 4,068,971.96-		\$ 7,868,061.51		
Total Fund Balance, End of Period	\$ 51,047,573.50 =====		\$ 51,047,573.50 =====		
Total Current Encumbrances	\$ 3,973,084.27		\$ 3,973,084.27		
Total Unencumbered Cash Balance	\$ 47,074,489.23 =====		\$ 47,074,489.23 =====		



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MILFORD EXEMPTED VILLAGE SCH.  
 Financial Report by Fund  
 FINSUMM CASH JOURNAL FOR BOARD

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Begin Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current+Future Encumbrances	Remaining Fund Balance
TOTAL FOR Fund 001 - GENERAL:							
43,179,511.99	2,332,003.41	31,392,345.04	6,400,975.37	23,524,283.53	51,047,573.50	3,973,084.27	47,074,489.23
TOTAL FOR Fund 002 - BOND RETIREMENT:							
4,011,562.70	2,199.95	2,814,320.87	0.00	33,617.53	6,792,266.04	4,766,425.00	2,025,841.04
TOTAL FOR Fund 003 - PERMANENT IMPROVEMENT:							
708,155.82	4,941.22	16,861.88	4,117.70	23,130.70	701,887.00	165,018.12	536,868.88
TOTAL FOR Fund 006 - FOOD SERVICE:							
1,089,909.34	405,053.49	918,872.30	361,812.27	1,075,177.06	933,604.58	570,168.78	363,435.80
TOTAL FOR Fund 007 - SPECIAL TRUST:							
45,792.42	0.00	27,027.27	1,514.91	29,886.44	42,933.25	28,165.56	14,767.69
TOTAL FOR Fund 008 - ENDOWMENT:							
151,906.86	20.00	119.42	0.00	0.00	152,026.28	0.00	152,026.28
TOTAL FOR Fund 009 - UNIFORM SCHOOL SUPPLIES:							
871,685.73	56,434.83	575,803.79	30,830.59	312,981.33	1,134,508.19	207,243.27	927,264.92
TOTAL FOR Fund 018 - PUBLIC SCHOOL SUPPORT:							
227,125.91	10,813.33	43,234.18	5,286.07	17,205.67	253,154.42	19,497.85	233,656.57
TOTAL FOR Fund 019 - OTHER GRANT:							
3,221.30	0.00	27,000.00	8,000.00	10,392.55	19,828.75	610.30	19,218.45
TOTAL FOR Fund 020 - SPECIAL ENTERPRISE FUND:							
416,391.06	92,272.52	371,478.83	92,738.45	468,826.56	319,043.33	45,997.75	273,045.58
TOTAL FOR Fund 022 - DISTRICT AGENCY:							
48,940.35	6,216.00	6,005.13	27,937.80	27,937.80	27,007.68	4,726.00	22,281.68
TOTAL FOR Fund 034 - CLASSROOM FACILITIES MAINT.:							
1,406,050.56	220.00	281,432.00	33,166.00	40,127.77	1,647,354.79	170,000.00	1,477,354.79
TOTAL FOR Fund 200 - STUDENT MANAGED ACTIVITY:							
212,128.39	58,844.75	87,706.02	43,373.22	82,976.69	216,857.72	12,006.43	204,851.29
TOTAL FOR Fund 300 - DISTRICT MANAGED ACTIVITY:							
86,620.26	80,923.45	171,039.38	66,347.28	195,914.72	61,744.92	83,751.51	22,006.59-
TOTAL FOR Fund 401 - AUXILIARY SERVICES:							
75,264.87	5.87	82,473.61	20,514.61	113,166.68	44,571.80	10,613.16	33,958.64
TOTAL FOR Fund 451 - DATA COMMUNICATION FUND:							
14,400.00	0.00	0.00	0.00	0.00	14,400.00	0.00	14,400.00

Date: 11/04/2019  
 Time: 3:51 pm

MILFORD EXEMPTED VILLAGE SCH.  
 Financial Report by Fund  
 FINSUMM CASH JOURNAL FOR BOARD

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 (FINSUM)

Begin Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current+Future Encumbrances	Remaining Fund Balance
TOTAL FOR Fund 467 - STUDENT WELLNESS AND SUCCESS:							
0.00	140,939.87	140,939.87	0.00	0.00	140,939.87	0.00	140,939.87
TOTAL FOR Fund 499 - MISCELLANEOUS STATE GRANT FUN							
23,528.59	6,963.74	12,658.38	4,889.86	35,285.91	901.06	0.00	901.06
TOTAL FOR Fund 516 - IDEA PART B GRANTS:							
60,749.55	195,838.27	294,709.77	113,538.59	423,309.23	67,849.91-	37,658.52	105,508.43-
TOTAL FOR Fund 572 - TITLE I DISADVANTAGED CHILDRE							
1,941.13	41,156.52	118,719.20	38,692.82	223,525.07	102,864.74-	8,180.00	111,044.74-
TOTAL FOR Fund 587 - IDEA PRESCHOOL-HANDICAPPED:							
26.20	1,673.85	7,005.71	3,012.91	13,057.73	6,025.82-	0.00	6,025.82-
TOTAL FOR Fund 590 - IMPROVING TEACHER QUALITY:							
358.12	6,583.06	25,538.58	13,001.33	38,898.03	13,001.33-	110,370.67	123,372.00-
TOTAL FOR Fund 599 - MISCELLANEOUS FED. GRANT FUND							
0.00	4.53	4.53	1,766.09	7,690.38	7,685.85-	8,123.72	15,809.57-
GRAND TOTALS:							
52,635,271.15	3,443,108.66	37,415,295.76	7,271,515.87	26,697,391.38	63,353,175.53	10,221,640.91	53,131,534.62

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
HISTORICAL MONTH TO DATE COMPARISON  
Month Ending October 31, 2019**

	FY 17 08/16 - 10/16	FY 18 08/17 - 10/17	% of Change	FY 19 08/18 - 10/18	% of Change	FY 20 08/19 - 10/19	% of Change
<b>REVENUE</b>							
1.010 Real Estate	19,480	752	-96.14%	525	-30.19%	-	-100.00%
1.020 Tangible Personal Property Tax	-	-	-	-	-	-	-
1.030 Income Tax	-	-	-	-	-	-	-
1.035 State Unrestricted Aid	2,001,514	2,338,984	16.86%	2,016,320	-13.80%	2,023,058	0.33%
1.040 State Restricted Aid	8,769	11,246	28.25%	5,759	-48.79%	5,467	-5.07%
1.045 Restricted Grants-in-Aid - SFSF	-	-	-	-	-	-	-
1.050 Property Tax Allocation	-	19,435	-	6,125	-68.48%	15,703	156.38%
1.060 All Other Operating Income	1,179,071	201,543	-82.91%	204,484	1.46%	239,183	16.97%
1.070 Total Revenue	\$ 3,208,834	\$ 2,571,960	-19.85%	\$ 2,233,213	-13.17%	\$ 2,283,411	2.25%
<b>OTHER FINANCING SOURCES</b>							
2.040 Operating Transfers-In	-	-	-	-	-	-	-
2.050 Advances In	-	-	-	-	-	27,458	-
2.060 All Other Financing Sources	50	-	-100.00%	-	-	21,135	-
2.070 Total Other Financing Sources	\$ 50	\$ -	-100.00%	\$ -	-	\$ 48,593	-
2.080 Total Revenue and Other Financing Sources	\$ 3,208,884	\$ 2,571,960	-19.85%	\$ 2,233,213	-13.17%	\$ 2,332,004	4.42%
<b>EXPENDITURES</b>							
3.010 Personal Services	2,896,554	3,026,018	4.47%	3,172,800	4.85%	3,324,492	4.78%
3.020 Employee Benefits	1,083,836	1,144,852	5.63%	1,143,164	-0.15%	1,223,546	7.03%
3.030 Purchase Services	1,514,397	1,388,944	-8.28%	696,900	-49.83%	1,520,633	118.20%
3.040 Supplies and Materials	214,528	188,724	-12.03%	220,687	16.94%	199,596	-9.56%
3.050 Capital Outlay	20,252	22,121	9.23%	34,949	57.99%	95,164	172.29%
4.300 Other Objects	6,859	(22,582)	-429.23%	24,193	-207.13%	10,087	-58.31%
4.500 Total Expenditures	\$ 5,736,426	\$ 5,748,077	0.20%	\$ 5,292,693	-7.92%	\$ 6,373,518	20.42%
<b>OTHER FINANCING USES</b>							
5.010 Operational Transfers - Out	-	1,842	-	-	-100.00%	27,458	-
5.020 Advances Out	-	-	-	-	-	-	-
5.030 All Other Financing Uses	-	-	-	-	-	-	-
5.040 Total Other Financing Uses	\$ -	\$ 1,842	-	\$ -	-100.00%	\$ 27,458	-
5.050 Total Expenditures and Other Financing Uses	\$ 5,736,426	\$ 5,749,919	0.24%	\$ 5,292,693	-7.95%	\$ 6,400,976	20.94%
6.010 Excess of Revenue and Other Financing Sources Over (Under) Expenditures	(2,527,542)	(3,177,959)	25.73%	(3,059,480)	-3.73%	(4,068,972)	33.00%
7.010 BEGINNING CASH	\$ 38,831,897	\$ 44,953,266	15.76%	\$ 50,272,322	11.83%	\$ 55,116,544	9.64%
7.020 ENDING CASH	\$ 36,304,355	\$ 41,775,307	15.07%	\$ 47,212,842	13.02%	\$ 51,047,572	8.12%
8.010 ENCUMBRANCES	\$ 2,155,079	\$ 2,291,561	6.33%	\$ 3,163,369	38.04%	\$ 3,973,084	25.60%
UNENCUMBERED CASH	\$ 34,149,276	\$ 39,483,746	15.62%	\$ 44,049,473	11.56%	\$ 47,074,488	6.87%
% of Salaries to Expenditures	50.49%	52.63%		59.95%		51.94%	
% of Benefits to Expenditures	18.89%	19.91%		21.60%		19.11%	
% of All Other Expenditures	69.39%	72.54%		81.55%		71.05%	
Increase in Expenditures minus Salaries and Benefits	\$	\$ (178,829)	-10.18%	\$ (600,478)	-38.07%	\$ 848,751	86.90%

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT**  
**HISTORICAL YEAR TO DATE COMPARISON**  
 Month Ending October 31, 2019

	FY 17 07/16 - 10/16	FY 18 07/17 - 10/17	% of Change	FY 19 07/18 - 10/18	% of Change	FY 20 07/19 - 10/19	% of Change
<b>REVENUE</b>							
1.010 Real Estate	17,086,188	16,973,742	-0.66%	16,955,592	-0.11%	17,867,005	5.38%
1.020 Tangible Personal Property Tax	-	-	-	-	-	-	-
1.030 Income Tax	-	-	-	-	-	-	-
1.035 State Unrestricted Aid	7,794,734	8,197,677	5.17%	8,281,472	1.02%	8,239,962	-0.50%
1.040 State Restricted Aid	35,400	31,722	-10.39%	23,196	-26.88%	21,869	-5.72%
1.045 Restricted Grants-In-Aid - SFSP	-	-	-	-	-	-	-
1.050 Property Tax Allocation	2,287,702	2,279,103	-0.38%	2,244,813	-1.50%	2,252,587	0.35%
1.060 All Other Operating Income	2,325,065	2,227,808	-4.18%	2,392,371	7.39%	2,958,754	23.67%
1.070 Total Revenue	\$ 29,529,089	\$ 29,710,052	0.61%	\$ 29,897,444	0.63%	\$ 31,340,177	4.83%
<b>OTHER FINANCING SOURCES</b>							
2.040 Operating Transfers-In	-	-	-	-	-	27,458	-
2.050 Advances In	-	-	-	5,702	-	-	-100.00%
2.060 All Other Financing Sources	1,194	5,007	319.35%	285,307	5598.16%	24,711	-91.34%
2.070 Total Other Financing Sources	\$ 1,194	\$ 5,007	319.35%	\$ 291,009	5712.04%	\$ 52,169	-82.07%
2.080 Total Revenue and Other Financing Sources	\$ 29,530,283	\$ 29,715,059	0.63%	\$ 30,188,453	1.59%	\$ 31,392,346	3.99%
<b>EXPENDITURES</b>							
3.010 Personal Services	11,127,844	11,934,280	7.25%	12,248,303	2.63%	12,941,411	5.66%
3.020 Employee Benefits	4,264,362	4,456,577	4.51%	4,424,248	-0.73%	4,797,297	8.43%
3.030 Purchase Services	3,447,419	3,702,648	7.40%	3,088,332	-16.59%	3,943,764	27.70%
3.040 Supplies and Materials	1,223,846	723,615	-40.87%	867,664	19.91%	1,197,558	38.02%
3.050 Capital Outlay	468,946	85,125	-81.85%	226,184	165.71%	198,920	-12.05%
4.300 Other Objects	408,106	352,166	-13.71%	400,336	13.68%	417,878	4.38%
4.500 Total Expenditures	\$ 20,940,523	\$ 21,254,411	1.50%	\$ 21,255,067	0.00%	\$ 23,496,828	10.55%
<b>OTHER FINANCING USES</b>							
5.010 Operational Transfers - Out	-	1,842	-	-	-100.00%	27,458	-
5.020 Advances Out	-	-	-	-	-	-	-
5.030 All Other Financing Uses	-	-	-	44,213	-	-	-100.00%
5.040 Total Other Financing Uses	-	1,842	-	44,213	2300.27%	27,458	-37.90%
5.050 Total Expenditures and Other Financing Uses	\$ 20,940,523	\$ 21,256,253	1.51%	\$ 21,299,280	0.20%	\$ 23,524,286	10.45%
6.010 Excess of Revenue and Other Financing Sources Over (Under) Expenditures	8,589,760	8,458,806	-1.52%	8,889,173	5.09%	7,868,060	-11.49%
7.010 BEGINNING CASH	\$ 27,714,597	\$ 33,316,501	20.21%	\$ 38,323,669	15.03%	\$ 43,179,512	12.67%
7.020 ENDING CASH	\$ 36,304,357	\$ 41,775,307	15.07%	\$ 47,212,842	13.02%	\$ 51,047,572	8.12%
8.010 ENCUMBRANCES	\$ 2,155,079	\$ 2,291,561	6.33%	\$ 3,163,369	38.04%	\$ 3,973,084	25.60%
UNENCUMBERED CASH	\$ 34,149,278	\$ 39,483,746	15.62%	\$ 44,049,473	11.56%	\$ 47,074,488	6.87%
% of Salaries to Expenditures	53.14%	56.14%		57.51%		55.01%	
% of Benefits to Expenditures	20.36%	20.97%		20.77%		20.39%	
% of All Other Expenditures	73.50%	77.11%		78.28%		75.41%	
Days of Operating Cash	213.24	241.73		272.65		266.91	
Increase in Expenditures minus Salaries and Benefits		\$(684,763)	-12.34%	\$(281,038)	-5.78%	\$ 1,175,604	25.65%

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT**  
**ALL FUNDS SUMMARY**  
**Month Ending October 31, 2019**

Fund	Description	FY 2020 Appropriations	Carryover Encumbrances	Total Expendable	Beginning Cash Balance 7/1/2019	FYTD Revenues 10/31/2019	FYTD Expenditures 10/31/2019	Current Cash Balance 10/31/2019	Expenditure -vs- Total Expendable
001	General Fund	73,500,000.00	930,809.92	74,430,809.92	43,179,511.99	31,392,345.04	23,524,283.53	51,047,573.50	31.61%
002	Bond Retirement Fund	4,950,000.00	-	4,950,000.00	4,011,562.70	2,814,320.87	33,617.53	6,792,266.04	0.68%
003	Permanent Improvement Fund	200,000.00	14,176.00	214,176.00	708,155.82	16,861.88	23,130.70	701,887.00	10.80%
006	Food Service Fund	4,210,651.88	55,627.49	4,266,279.37	1,089,909.34	918,872.30	1,075,177.06	933,604.58	25.20%
007	Special Trust Fund	125,000.00	3,290.18	128,290.18	45,792.42	27,027.27	29,886.44	42,933.25	23.30%
008	Endowment Fund	2,000.00	-	2,000.00	151,906.86	119.42	-	152,026.28	0.00%
009	Uniform School Supplies Fund	950,000.00	22,806.31	972,806.31	871,685.73	575,803.79	312,981.33	1,134,508.19	32.17%
018	Public School Support Fund	100,000.00	1,289.93	101,289.93	227,125.91	43,234.18	17,205.67	253,154.42	16.99%
019	Other Grants Fund	10,930.50	72.35	11,002.85	3,221.30	27,000.00	10,392.55	19,828.75	94.45%
020	Extended Day Program Fund	1,250,000.00	15,654.72	1,265,654.72	416,391.06	371,478.83	468,826.56	319,043.33	37.04%
022	Unclassified Funds Fund	45,000.00	2,690.00	47,690.00	48,940.35	6,005.13	27,937.80	27,007.68	58.58%
027	Workers Compensation Fund	125,000.00	-	125,000.00	-	-	-	-	0.00%
034	Classroom Facilities Maintenance	1,000,000.00	36,766.00	1,036,766.00	1,406,050.56	281,432.00	40,127.77	1,647,354.79	3.87%
200	Student Activity Fund	260,000.00	14,933.23	274,933.23	212,128.39	87,706.02	82,976.69	216,857.72	30.18%
300	Athletic Activity Fund	400,000.00	1,189.13	401,189.13	86,620.26	171,039.38	195,914.72	61,744.92	48.83%
401	Auxiliary Services Fund	340,000.00	38,288.78	378,288.78	75,264.87	82,473.61	113,166.68	44,571.80	29.92%
451	Data Communications Fund	28,800.00	-	28,800.00	14,400.00	-	-	14,400.00	0.00%
467	Student Wellness	-	-	-	-	-	-	140,939.87	0.00%
499	Misc State Grant Fund	88,986.97	7,000.00	95,986.97	23,528.59	12,658.38	35,285.91	901.06	36.76%
516	IDEA Special Education Fund	1,498,236.91	49,609.41	1,547,846.32	60,749.55	294,709.77	423,309.23	(67,849.91)	27.35%
572	Title I Fund	804,221.33	-	804,221.33	1,941.13	118,719.20	223,525.07	(102,864.74)	27.79%
587	Early Childhood Special Education	61,039.01	-	61,039.01	26.20	7,005.71	13,057.73	(6,025.82)	21.39%
590	Title II-A Fund	169,979.71	-	169,979.71	358.12	25,538.58	38,898.03	(13,001.33)	22.88%
599	Title IV-A Fund	50,660.32	-	50,660.32	-	4.53	7,690.38	(7,685.85)	15.18%
<b>Total</b>		<b>90,170,506.63</b>	<b>1,194,203.45</b>	<b>91,364,710.08</b>	<b>52,635,271.15</b>	<b>37,415,295.76</b>	<b>26,697,391.38</b>	<b>63,353,175.53</b>	<b>29.22%</b>

**Percentage of Fiscal Year Completed 33.33%**

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
INVESTMENT REPORT  
Month Ending October 31, 2019**

Holder	Security	Description	Maturity	CUSIP	Face Amount	Purchase	Total Cost	Interest Rate	November Interest
Meeder	Federal	FHLMC	7/15/2021	3134G1B85	250,000.00	7/9/2019	250,000.00	2.13%	
Meeder	Certificate of Deposit	FF&C Bank	7/30/2021	32014LA8	105,000.00	7/22/2019	104,921.25	2.04%	172.60
Meeder	Federal	FHLMC Mortgage	8/18/2021	3134GAE8	1,000,000.00	8/15/2016	1,000,000.00	1.80%	
Fifth Third	Federal	FFCBFC	10/1/2021	3133BKV45	500,000.00	9/30/2019	500,000.00	1.94%	
Meeder	Federal	Federal Farm Credit	11/15/2021	3133BHS20	398,000.00	11/13/2017	397,403.00	2.09%	
Meeder	Certificate of Deposit	Discover Bank	12/20/2021	254673D9	247,000.00	12/15/2017	246,259.00	2.30%	
Meeder	Federal	Federal Home Loan	12/22/2021	3130AAF7	285,000.00	12/8/2016	285,000.00	2.05%	
Meeder	Certificate of Deposit	EagleBank	5/10/2022	27002YEM4	249,000.00	4/30/2019	248,751.00	2.64%	532.11
Meeder	Certificate of Deposit	Sterling Bank	9/28/2022	85916VDD4	246,000.00	6/18/2019	245,754.00	2.18%	
Meeder	Federal	Federal Farm Credit	4/17/2023	3133EKK76	855,000.00	10/17/2019	854,358.75	1.98%	
Meeder	Federal	FFCB	4/24/2023	3133EKKJ6	200,000.00	4/26/2019	200,000.00	2.70%	2,700.00
Meeder	Federal	FFCB	4/25/2023	3133EGZY0	325,000.00	5/16/2019	319,153.25	1.82%	2,957.50
Meeder	Federal	FHLB	5/22/2023	3130AGHK4	350,000.00	5/21/2019	350,000.00	2.73%	
Meeder	Certificate of Deposit	BMO Harris	5/23/2023	05581W170	246,000.00	5/16/2019	245,508.00	2.70%	
Meeder	Certificate of Deposit	Bank of Fayette County	5/31/2023	06424MCX2	249,000.00	5/16/2019	248,377.50	2.50%	511.64
Meeder	Federal	FFCB	6/19/2023	3133BKJ17	200,000.00	6/19/2019	199,950.00	2.40%	
Meeder	Federal	FFCB	6/26/2023	3133BKSN7	500,000.00	6/26/2019	497,950.00	1.77%	
Meeder	Certificate of Deposit	Lakeside Bank	7/28/2023	51210SOT7	249,000.00	7/23/2019	248,128.50	2.09%	409.32
Meeder	Certificate of Deposit	Merrick Bank	7/31/2023	59013KB09	249,000.00	7/23/2019	248,128.50	2.24%	454.68
Meeder	Federal	FFCB	8/15/2023	3133BKZ14	650,000.00	8/22/2019	649,675.00	2.18%	
Meeder	Federal	FFCB	8/28/2023	3133BKG42	655,000.00	8/27/2019	654,672.50	1.93%	
Meeder	Certificate of Deposit	Morgan Stanley Private	9/5/2023	61760AX61	247,000.00	10/9/2019	246,753.00	1.85%	
Meeder	Federal	FHLMCMTM	9/27/2023	3134GUEQ9	280,000.00	10/9/2019	280,000.00	2.01%	
Meeder	Federal	FHLB	9/28/2023	3130A9ET4	380,000.00	5/30/2019	372,210.00	1.75%	
Meeder	Federal	FHLMC	10/2/2023	3134GUFB1	1,000,000.00	10/2/2019	1,000,000.00	1.92%	
Meeder	Federal	FFCB	10/5/2023	3133EGXP5	250,000.00	5/8/2019	243,647.50	1.82%	2,275.00
Meeder	Certificate of Deposit	Morgan Stanley Bank	10/10/2023	61690DLN8	247,000.00	10/10/2019	245,703.25	1.90%	
Meeder	Federal	Federal Farm Credit	10/23/2023	3133EK3M6	500,000.00	10/23/2019	499,610.00	1.62%	
Meeder	Federal	FHLMCMTN	10/30/2023	3134GUME7	125,000.00	10/30/2019	124,918.75	2.00%	
Meeder	Federal	FFCB	11/1/2023	3133EBG87	250,000.00	4/26/2019	244,002.50	1.88%	
Meeder	Certificate of Deposit	Chitbank	2/27/2024	17312Q3B3	246,000.00	2/14/2019	245,016.00	3.00%	
Meeder	Federal	FHLB	3/8/2024	3130AB3H7	120,000.00	4/25/2019	119,954.40	2.38%	
Meeder	Certificate of Deposit	Bank Hapoalim	3/25/2024	06251AW48	246,000.00	3/25/2019	245,754.00	2.30%	
Meeder	Certificate of Deposit	UBS Bank USA	4/3/2024	90348J04	249,000.00	3/26/2019	248,875.50	2.90%	593.51
Meeder	Federal	FFCB	4/5/2024	3133BKGD2	800,000.00	4/12/2019	796,003.00	2.30%	
Meeder	Certificate of Deposit	Wells Farge	4/10/2024	949763Z47	249,000.00	3/26/2019	248,751.00	2.85%	
Meeder	Federal	FHLB	6/5/2024	3134GTQR7	500,000.00	5/29/2019	500,000.00	2.65%	583.27
Meeder	Certificate of Deposit	Venus Bank	6/14/2024	92535LCP9	249,000.00	5/30/2019	247,941.75	2.40%	491.18
Meeder	Certificate of Deposit	Bank of Deerfield	6/21/2024	061785ED9	249,000.00	6/5/2019	247,991.55	2.30%	
Meeder	Certificate of Deposit	Reverse Bank	6/28/2024	761402BY1	246,000.00	6/19/2019	245,016.00	2.30%	470.71

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
INVESTMENT REPORT  
Month Ending October 31, 2019**

Holder	Security	Description	Maturity	CUSIP	Face Amount	Purchase	Total Cost	Interest Rate	November Interest
Meeder	Money Market	First American Government	10/31/2019	31846V203	85,447.09	10/1/2019	85,447.09	1.43%	
Meeder	Commercial Paper	ING Funding CP	11/4/2019	4497W1Y42	305,000.00	2/11/2019	299,016.66	2.71%	1,499.39
Fifth Third	Federal	FHLMC Mortgage	11/22/2019	3134GAYH1	250,000.00	11/9/2016	250,000.00	1.30%	
Fifth Third	Federal	FHLB	12/5/2019	313384QC6	500,000.00	9/27/2019	498,271.17	1.82%	
Fifth Third	Federal	FHLB	1/13/2020	313384RT8	500,000.00	9/27/2019	497,285.00	1.82%	
Fifth Third	Federal	FHLB	2/7/2020	313384SU4	500,000.00	9/27/2019	496,697.17	1.80%	
Meeder	Commercial Paper	American Honda Financial	3/12/2020	02665JCC2	1,000,000.00	10/30/2019	993,300.00	1.84%	
Fifth Third	Federal	FHLB	3/31/2020	313384UZ0	500,000.00	9/27/2019	495,494.67	1.76%	
Meeder	Certificate of Deposit	BMW Bank North Amer	4/21/2020	05580AHT1	247,000.00	4/18/2017	247,000.00	1.80%	2,229.09
Meeder	Certificate of Deposit	American Express Bank	5/4/2020	02587CEK2	247,000.00	4/24/2017	247,000.00	1.80%	
Meeder	Federal	FHLMC Mortgage	5/15/2020	3134GBP8	1,000,000.00	6/6/2017	999,850.00	1.70%	
Meeder	Commercial Paper	Toyota Motor	5/21/2020	89233GEM4	1,080,000.00	8/29/2019	1,064,974.50	1.92%	
Meeder	Federal	Federal Farm Credit	6/1/2020	3133BHRK3	600,000.00	6/6/2017	599,850.00	1.67%	
Meeder	Commercial Paper	Natixx NY	6/2/2020	63873JF21	1,000,000.00	10/4/2019	986,891.67	2.00%	
Meeder	Certificate of Deposit	Bank Ozk	6/17/2020	06417NJM6	120,000.00	6/3/2019	119,967.60	2.43%	236.71
Meeder	Federal	FHLMC Mortgage	6/29/2020	3134GBVS8	365,000.00	6/20/2017	365,000.00	1.70%	
Meeder	Federal	FHLMC Mortgage	6/29/2020	3134GBSX1	750,000.00	6/15/2017	749,775.00	1.75%	
Meeder	Certificate of Deposit	Webbank	6/29/2020	947547JP1	247,000.00	6/15/2017	246,639.38	1.85%	375.58
Meeder	Federal	FHLMC Deb	7/13/2020	3130ABNV4	690,000.00	7/27/2017	689,793.00	1.75%	
Meeder	Commercial Paper	Credit Agricole	7/24/2020	22531TCQ3	850,000.00	10/31/2019	838,715.54	1.84%	
Meeder	Federal	FNMA	7/28/2020	3136G3P41	450,000.00	7/20/2016	450,000.00	1.45%	
Fifth Third	Federal	US Treasury	8/31/2020	912828L32	1,000,000.00	10/10/2019	998,203.13	1.58%	
Meeder	Certificate of Deposit	Goldman Sachs Bank	9/9/2020	38148J151	247,000.00	9/2/2015	247,000.00	2.25%	
Meeder	Certificate of Deposit	Capital One	9/10/2020	14042BES4	247,000.00	9/2/2015	247,000.00	2.25%	
Meeder	Certificate of Deposit	Capital One Bank USA	9/10/2020	140420VM9	247,000.00	9/2/2015	247,000.00	2.25%	
Meeder	Certificate of Deposit	Comenity Capital Bank	9/15/2020	20033AWS1	249,000.00	9/12/2017	248,626.50	1.95%	399.08
Meeder	Certificate of Deposit	Third Federal Savings & Loan	9/15/2020	88413QBC0	138,000.00	9/6/2017	137,724.00	1.90%	
Meeder	Certificate of Deposit	American Express Centurion	9/16/2020	02587DB31	247,000.00	9/9/2015	247,000.00	2.20%	
Meeder	Certificate of Deposit	Barclays Bank Delaware	9/21/2020	06740KKL0	138,000.00	9/11/2017	137,793.00	1.95%	
Meeder	Federal	FHLMC Mortgage	10/19/2020	3134GASS4	600,000.00	10/6/2016	600,000.00	1.50%	4,500.00
Meeder	Federal	JP Morgan Chase Bank	10/19/2020	48126XGR0	248,000.00	9/30/2016	248,000.00	1.45%	906.39
Meeder	Federal	JP Morgan Chase Bank	10/28/2020	3135GQO97	734,000.00	10/13/2016	734,000.00	1.50%	5,505.00
Meeder	Federal	FHLMC Mortgage	11/23/2020	3134GAYA6	900,000.00	11/9/2016	900,000.00	1.50%	
Fifth Third	Federal	US Treasury	1/31/2021	912828N89	500,000.00	9/27/2019	497,714.84	1.72%	
Fifth Third	Federal	US Treasury	2/28/2021	912828P87	500,000.00	9/27/2019	495,957.03	1.70%	
Fifth Third	Federal	US Treasury	3/31/2021	912828Q37	500,000.00	9/27/2019	496,660.16	1.70%	
Fifth Third	Federal	US Treasury	4/30/2021	912828Q78	500,000.00	10/10/2019	499,042.97	1.50%	3,437.50
Fifth Third	Federal	US Treasury	5/31/2021	912828R77	500,000.00	10/10/2019	499,062.50	1.49%	
Fifth Third	Federal	US Treasury	6/30/2021	912828S27	500,000.00	10/10/2019	496,660.16	1.48%	
Meeder	Federal	FFCB	7/14/2021	3133BGLU7	145,000.00	7/18/2019	143,593.50	1.98%	

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
INVESTMENT REPORT  
Month Ending October 31, 2019**

Holder	Security	Description	Maturity	CUSIP	Face Amount	Purchase	Total Cost	Interest Rate	November Interest
Meeder	Federal	FHLMC	7/8/2024	3134GTXV0	280,000.00	6/26/2019	280,000.00	1.96%	
Meeder	Certificate of Deposit	Enerbank USA	8/7/2024	29278TKJ8	246,000.00	7/30/2019	244,991.40	2.24%	
Meeder	Certificate of Deposit	Fahy Banking	8/12/2024	303117CT0	249,000.00	7/30/2019	248,103.60	2.08%	409.32
Meeder	Certificate of Deposit	Washington Federal	8/13/2024	938828BK5	249,000.00	7/30/2019	248,377.50	2.10%	419.55
Meeder	Federal	FPCB	9/9/2024	3133EKL46	245,000.00	8/28/2019	245,000.00	1.65%	

**MATURED INVESTMENTS**

Meeder	Federal	FNMA	10/28/2019	3135G0R21	250,000.00	10/14/2016	250,000.00	1.30%	1,625.00
Meeder	Federal	Federal Farm Credit	12/14/2020	3133EH3A9	250,000.00	12/8/2017	249,787.50	2.06%	1,659.44
Meeder	Federal	FHLMC	7/2/2021	3134GTXW8	380,000.00	6/26/2019	380,000.00	2.25%	2,137.50
Meeder	Federal	FHLMC	4/1/2024	3134GTCJ0	500,000.00	4/3/2019	499,625.00	2.75%	6,875.00
Meeder	Federal	FHLMC	4/15/2024	3134GTC7	785,000.00	4/9/2019	782,645.00	2.75%	10,793.75
Meeder	Certificate of Deposit	Jonesboro	4/29/2024	48040PEP6	125,000.00	4/25/2019	124,625.00	2.75%	282.53
<b>Interest Income</b>									<b>64,642.35</b>

<b>Total Invested</b>	35,136,447.09	35,004,617.19	
<b>Total Non-Liquid</b>	35,051,000.00	34,919,170.10	
<b>Total Liquid</b>	85,447.09	85,447.09	
<b>Money Market</b>	85,447.09	85,447.09	
<b>Certificate of Deposit</b>	7,434,000.00	7,419,852.78	
<b>Government Security</b>	23,382,000.00	23,316,418.95	
<b>Commercial Paper</b>	4,235,000.00	4,182,898.37	



# Milford Exempted Village School District

Month of

October 2019

## Reconciliation of Payroll Account

**Total Fund Balance:**

\$303,137.55

### Adjustments

SERS	(\$36,313.76)
STRS	(\$173,569.42)
Blue Ash	\$0.00
Cinti	\$0.00
Madeira	\$0.00
Sharonville	\$0.00
Norwood	\$0.00
Fairfax	(\$317.80)
OH Def Comp	\$0.00
OSDIT	\$0.00
AXA	(\$17,606.33)
OH Taxes	(\$36,023.13)
OH Child Support	\$0.00
STRS PU	(\$17,349.09)
SERS Pick-Up	(\$3,097.98)
Qtrly Taxes-Oct Nov Dec	(\$1,622.94)
ESERS Maxim Fee (will be refunded)	\$100.00
Ck# 283976 vded reimburse ded Hedrick	\$168.45

**Total Bank**

\$17,505.55

**Less Outstanding Checks-Net Pay**

(17,505.55)

**True Balance**

(\$0.00)



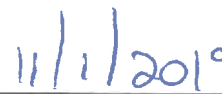
Treasurer



Date



Assistant Treasurer



Date

# Milford Exempted Village School District

Month of October 2019

## Reconciliation of Depository to Fund Cash Balances

**Total Fund Balance:**

**Depository Balances:**

Fifth Third - Operating \$28,730,215.71

**Adjustments-Outstanding**

Meeder \$28,533,568.39

5/3rd Securities \$6,484,218.15

Deposit in Transit \$23,950.70

NSF Check in Transit \$12.00

H.S.A. in Transit \$0.00

**Total Bank** \$63,771,964.95

**Less Outstanding Checks** (\$418,789.42)

**Total Depository** \$63,353,175.53

**True Balance** \$63,353,175.53  
\$0.00



Treasurer



Date



Assistant Treasurer



Date

# ANNUAL APPROPRIATION RESOLUTION

## CITY, EXEMPTED VILLAGE, JOINT VOCATIONAL OR LOCAL BOARD OF EDUCATION

Rev. Code, Sec. 5705.38

BE IT RESOLVED by the Board of Education of the Milford Exempted Village School District, Clermont County, Ohio, that to provide for the current expenses and other expenditures of said Board of Education, during the period July 1, 2019 to June 30, 2020, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made during said fiscal year, as follows:

GENERAL FUND	001	\$	<u>73,500,000.00</u>
<u>OTHER FUNDS</u>			
BOND RETIREMENT FUND	002	\$	4,950,000.00
PERMANENT IMPROVEMENT FUND	003		200,000.00
FOOD SERVICE FUND	006		4,210,651.88
SPECIAL TRUST FUND	007		125,000.00
ENDOWMENT FUND	008		2,000.00
UNIFORM SCHOOL SUPPLIES FUND	009		950,000.00
PUBLIC SCHOOL SUPPORT FUND	018		100,000.00
OTHER GRANTS FUND (Milford foundations)	019		30,930.50
EXTENDED DAY PRGRAM FUND	020		1,250,000.00
UNCLAIMED FUNDS FUND	022		45,000.00
WORKERS COMPENSATION SELD INS RESERVE FUND	027		125,000.00
CLASSROOM FACILITIES MAINTENANCE FUND	034		1,000,000.00
STUDENT ACTIVITY FUND	200		260,000.00
ATHLETIC ACTIVITY FUND	300		400,000.00
AUXILIARY SERVICES FUND	401		340,000.00
DATA COMMUNICATIONS FUND	451		28,800.00
STUDENT WELLNESS	467		281,879.73
MISC STATE GRANT FUND	499		88,986.97
IDEA SPECIAL EDUCATION FUND	516		1,498,236.91
TITLE I FUND	572		804,221.33
EARLY CHILDHOOD SPECIAL EDUCATION FUND	587		61,039.01
TITLE II-A IMPROVING TEACHER QUALITY FUND	590		169,979.71
TITLE IV-A STUDENT SUPPORT AND ENRICHMENT FUND	599		<u>50,660.32</u>
TOTAL OTHER FUNDS		\$	<u>16,972,386.36</u>
TOTAL APPROPRIATIONS - ALL FUNDS		\$	<u>90,472,386.36</u>

**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT**

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION AUTHORIZING THE BOARD OF EDUCATION OF THE MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT TO APPLY FOR BALLOT CONSENT**

**WHEREAS**, this board of education (the “Board of Education”) proposes to submit to the electors of this school district at the election to be held on the 17<sup>th</sup> day of March, 2020, the question of issuing bonds of this Board of Education in the approximate principal amount of \$88,700,000 for the purpose of new construction, improvements, renovations, and additions to school facilities, and providing equipment, furnishings, and site development and improvements, and all necessary appurtenances therefor, and capitalized interest, in connection with notes or bonds, and the question of levying an annual direct tax on all of the taxable property in this school district outside of the ten-mill limitation to pay the interest on and to retire said bonds, under authority of the Uniform Public Securities Law of the Ohio Revised Code, particularly Section 133.18 of the Ohio Revised Code thereof;

**WHEREAS**, the proposed issue of bonds will make the total net indebtedness of said school district, as defined in Section 133.06(C) of the Uniform Public Securities Law of the Ohio Revised Code, and with the exceptions therein provided, exceed four percent (4%) of the assessed valuation of all property in said school district as listed and assessed for taxation, as authorized and provided by Section 133.06(C) of the Uniform Public Securities Law of the Ohio Revised Code; and

**WHEREAS**, this Board of Education desires to avail itself of the provisions of Section 133.06(C) of the Uniform Public Securities Law of the Ohio Revised Code;

**NOW THEREFORE, BE IT RESOLVED** by the Board of Education of the Milford Exempted Village School District, Counties of Clermont and Hamilton, Ohio:

**SECTION 1.** That this Board of Education hereby applies to the Tax Commissioner and the Superintendent of Public Instruction for consent to submit to popular vote at the election to be held on March 17, 2020, the question of issuing the bonds described in the Preambles hereof in the approximate principal amount of \$88,700,000.

**SECTION 2.** That the treasurer of this Board of Education be and is hereby directed to certify to the Superintendent of Public Instruction and the Ohio Department of Taxation a copy of this resolution, together with an application for ballot consent, a financial statement, and such other resolutions, certificates and pertinent data as may be required by said agencies.

**SECTION 3.** That it is found and determined that all formal actions of this Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board of Education; and that all deliberations of this Board of Education and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code

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**MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT**

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION DECLARING MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT TO BE A SPECIAL NEEDS DISTRICT**

**WHEREAS**, this Board of Education (the “Board of Education”) proposes to submit to the electors of the Milford Exempted Village School District (the “District”) at the election to be held on the 17<sup>th</sup> day of March, 2020, the question of issuing bonds of this Board of Education in the approximate principal amount of \$88,700,000 for the purpose of new construction, improvements, renovations, and additions to school facilities, and providing equipment, furnishings, and site development and improvements, and all necessary appurtenances therefor, and capitalized interest, and the question of levying an annual direct tax on all of the taxable property in this District outside of the ten-mill limitation to pay the interest on and to retire said bonds, under authority of the Uniform Public Securities Law of the Ohio Revised Code, particularly Section 133.18 of the Ohio Revised Code thereof; and

**WHEREAS**, this Board of Education desires to avail itself of the provisions of Section 133.06(E) of the Ohio Revised Code and has determined to declare this District to be a special needs district;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Milford Exempted Village School District, Counties of Clermont and Hamilton, Ohio:

**SECTION 1.** That this Board of Education hereby applies to the Superintendent of Public Instruction in order to avail itself of Section 133.06(E) of the Ohio Revised Code for consideration as a special needs district, as a result of submitting the question of issuing the bonds described in the Preambles hereof in the principal amount of \$88,700,000.

**SECTION 2.** That this Board of Education hereby determines that the student population of the District is not being adequately serviced by the existing permanent improvements of the District.

**SECTION 3.** That this Board of Education hereby determines that the District cannot obtain sufficient funds by the issuance of securities within the limitations of division (B) of Section 133.06 of the Ohio Revised Code to provide additional or improved needed permanent improvements in time to meet the aforementioned needs.

**SECTION 4.** That the treasurer of this Board of Education be and is hereby directed to certify a copy of this resolution to the Superintendent of Public Instruction and the Ohio Department of Taxation, together with statistical information as described in division (E) of Section 133.06 of the Ohio Revised Code, as well as an application requesting ballot consent, a financial statement, and such other resolutions, certificates and pertinent data as may be required by said agencies.

**SECTION 5.** That it is found and determined that all formal actions of this Board of Education concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board of Education, and that all deliberations of this Board of Education and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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# Milford Exempted Village School District

Clermont County

Schedule of Revenues, Expenditures and Changes in Fund Balances

For the Fiscal Years Ended June 30, 2017, 2018 and 2019 Actual;

Forecasted Fiscal Years Ending June 30, 2020 Through 2024

	Actual				Average Change	Forecasted				
	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019			Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Fiscal Year 2024
<b>Revenues</b>										
1.010 General Property Tax (Real Estate)	\$36,223,125	\$36,953,000	\$36,861,697	0.9%	37,989,485	\$38,749,275	\$39,524,260	\$40,314,746	\$41,121,041	
1.020 Tangible Personal Property Tax										
1.030 Income Tax										
1.035 Unrestricted State Grants-in-Aid	22,940,132	23,808,358	24,540,642	3.4%	24,541,954	24,541,954	24,541,954	24,541,954	24,541,954	
1.040 Restricted State Grants-in-Aid	840,636	770,696	763,326	-4.6%	760,606	760,606	760,606	760,606	760,606	
1.045 Restricted Federal Grants-in-Aid - SFSF										
1.050 Property Tax Allocation	4,555,584	4,528,002	4,493,638	-0.7%	4,487,370	\$4,492,755	\$4,514,416	\$4,536,137	\$4,552,710	
1.060 All Other Revenues	6,025,980	6,015,749	7,186,228	9.6%	7,297,268	7,074,000	7,079,000	7,084,000	7,084,000	
1.070 <b>Total Revenues</b>	<b>70,585,457</b>	<b>72,075,805</b>	<b>73,845,531</b>	<b>2.3%</b>	<b>75,076,683</b>	<b>75,618,589</b>	<b>76,420,236</b>	<b>77,237,443</b>	<b>78,060,310</b>	
<b>Other Financing Sources</b>										
2.010 Proceeds from Sale of Notes										
2.020 State Emergency Loans and Advancements (Approved)										
2.040 Operating Transfers-In		1,607,144				27,458				
2.050 Advances-In			5,702			5,702				
2.060 All Other Financing Sources	1,195	5,865	301,247	2713.6%	25,000					
2.070 <b>Total Other Financing Sources</b>	<b>1,195</b>	<b>1,613,009</b>	<b>306,949</b>	<b>#####</b>	<b>58,160</b>					
2.080 <b>Total Revenues and Other Financing Sources</b>	<b>70,586,652</b>	<b>73,688,814</b>	<b>74,152,480</b>	<b>2.5%</b>	<b>75,134,843</b>	<b>75,618,589</b>	<b>76,420,236</b>	<b>77,237,443</b>	<b>78,060,310</b>	
<b>Expenditures</b>										
3.010 Personal Services	34,098,761	36,149,208	37,356,159	4.7%	39,408,225	40,751,693	42,142,002	43,580,787	45,069,738	
3.020 Employees' Retirement/Insurance Benefits	12,531,266	12,835,267	13,638,496	4.3%	14,708,863	15,690,263	16,620,962	17,620,539	18,699,952	
3.030 Purchased Services	13,845,724	14,412,799	14,219,946	1.4%	15,988,743	18,005,293	16,995,504	16,115,325	16,759,938	
3.040 Supplies and Materials	2,528,817	2,231,377	2,622,873	2.9%	2,575,000	2,652,250	2,731,818	2,813,772	2,898,185	
3.050 Capital Outlay	1,079,359	550,661	539,861	-25.5%	570,000	587,100	604,713	622,854	641,540	
3.060 Intergovernmental										
Debt Service:										
4.010 Principal-All (Historical Only)										
4.020 Principal-Notes										
4.030 Principal-State Loans										
4.040 Principal-State Advancements										
4.050 Principal-HB 264 Loans										
4.055 Principal-Other										
4.060 Interest and Fiscal Charges										
4.300 Other Objects	898,980	887,645	880,673	-1.0%	895,000	905,000	915,000	925,000	935,000	
4.500 <b>Total Expenditures</b>	<b>64,982,907</b>	<b>67,066,957</b>	<b>69,258,008</b>	<b>3.2%</b>	<b>74,145,831</b>	<b>78,591,599</b>	<b>80,009,999</b>	<b>81,678,277</b>	<b>85,004,353</b>	
<b>Other Financing Uses</b>										
5.010 Operating Transfers-Out	1,841	1,608,986		#####	27,458					
5.020 Advances-Out		5,702								
5.030 All Other Financing Uses			38,630							
5.040 <b>Total Other Financing Uses</b>	<b>1,841</b>	<b>1,614,688</b>	<b>38,630</b>	<b>#####</b>	<b>27,458</b>					
5.050 <b>Total Expenditures and Other Financing Uses</b>	<b>64,984,748</b>	<b>68,681,645</b>	<b>69,296,638</b>	<b>3.3%</b>	<b>74,173,289</b>	<b>78,591,599</b>	<b>80,009,999</b>	<b>81,678,277</b>	<b>85,004,353</b>	
6.010 <b>Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses</b>	<b>5,601,904</b>	<b>5,007,169</b>	<b>4,855,842</b>	<b>-6.8%</b>	<b>961,554</b>	<b>2,973,010-</b>	<b>3,589,763-</b>	<b>4,440,835-</b>	<b>6,944,043-</b>	
7.010 Cash Balance July 1 - Excluding Proposed Renewal/Replacement and New Levies	27,714,597	33,316,501	38,323,670	17.6%	43,179,512	44,141,066	41,168,056	37,578,294	33,137,459	
7.020 <b>Cash Balance June 30</b>	<b>33,316,501</b>	<b>38,323,670</b>	<b>43,179,512</b>	<b>13.8%</b>	<b>44,141,066</b>	<b>41,168,056</b>	<b>37,578,294</b>	<b>33,137,459</b>	<b>26,193,416</b>	
8.010 <b>Estimated Encumbrances June 30</b>	<b>421,475</b>	<b>595,829</b>	<b>930,810</b>	<b>48.8%</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	
<b>Reservation of Fund Balance</b>										
9.010 Textbooks and Instructional Materials										
9.020 Capital Improvements										
9.030 Budget Reserve										
9.040 DPIA										
9.045 Fiscal Stabilization										
9.050 Debt Service										
9.060 Property Tax Advancements										
9.070 Bus Purchases										
9.080 <b>Subtotal</b>										
10.010 <b>Fund Balance June 30 for Certification of Appropriations</b>	<b>32,895,026</b>	<b>37,727,841</b>	<b>42,248,702</b>	<b>13.3%</b>	<b>43,641,066</b>	<b>40,668,056</b>	<b>37,078,294</b>	<b>32,637,459</b>	<b>25,693,416</b>	
<b>Revenue from Replacement/Renewal Levies</b>										
11.010 Income Tax - Renewal										
11.020 Property Tax - Renewal or Replacement										
11.300 Cumulative Balance of Replacement/Renewal Levies										
12.010 <b>Fund Balance June 30 for Certification of Contracts, Salary Schedules and Other Obligations</b>	<b>32,895,026</b>	<b>37,727,841</b>	<b>42,248,702</b>	<b>13.3%</b>	<b>43,641,066</b>	<b>40,668,056</b>	<b>37,078,294</b>	<b>32,637,459</b>	<b>25,693,416</b>	
<b>Revenue from New Levies</b>										
13.010 Income Tax - New										
13.020 Property Tax - New										
13.030 Cumulative Balance of New Levies										
14.010 Revenue from Future State Advancements										
15.010 <b>Unreserved Fund Balance June 30</b>	<b>32,895,026</b>	<b>37,727,841</b>	<b>42,248,702</b>	<b>13.3%</b>	<b>43,641,066</b>	<b>40,668,056</b>	<b>37,078,294</b>	<b>32,637,459</b>	<b>25,693,416</b>	
<b>ADM Forecasts</b>										
20.010 Kindergarten - October Count										
20.015 Grades 1-12 - October Count										
<b>State Fiscal Stabilization Funds</b>										
21.010 Personal Services SFSF										
21.020 Employees Retirement/Insurance Benefits SFSF										
21.030 Purchased Services SFSF										
21.040 Supplies and Materials SFSF										
21.050 Capital Outlay SFSF										
21.060 <b>Total Expenditures - SFSF</b>										

See accompanying summary of significant forecast assumptions and accounting policies

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

**Milford Exempted Village School District**  
**Five Year Forecast – Assumptions**  
*Fiscal Year 2020*

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**INTRODUCTION**

Per the Ohio Revised Code, public school districts in the State of Ohio are required to submit a Five-Year Financial Forecast in November and May of the fiscal year. School Districts operate on a fiscal year running from July 1<sup>st</sup> – June 30<sup>th</sup>. The forecast includes revenues, expenditures, excess/deficit line items, estimated encumbrances, and the projected fiscal year end cash balance. The forecast includes three years of historical/actual data and five years of projected estimates.

The Ohio Department of Education’s purpose/objectives for the five year forecast are:

1. To engage the local board of education and the community in the long range planning and discussions of financial issues facing the school district.
2. To serve as a basis for determining the school district’s ability to sign the certificate required by O.R.C. 5705.412, commonly known as the “412 Certificate”.
3. To provide a method for the Department of Education and Auditor of State to identify the financial standing of the Milford Exempted Village School District.

***Understanding the Forecast:***

The forecast is a tool used by the Board of Education to illustrate the projected financial position of the school district in upcoming years. Due to the unknowns’ in future economic conditions and assumptions, the forecast is an ever changing document. Overall, the forecast needs to be reviewed based on future trends and percentages, rather than specific amounts. Many projections are based on the information provided by the County Auditor, State Auditor, Ohio Department of Taxation, Department of Education, and partnership companies.

Revenue unknowns and variables, include, but are not limited to; enrollment, property valuation, new construction, and interest rates. State funding is based on a biennium budget, which will change every two years (meaning state revenue cannot confidently be projected beyond the biennium budget). Expenditures unknowns include, but are not limited to; staffing levels, retirements, healthcare fluctuations, utility costs, special education cost, and tuition.

Fluctuations in revenues & expenditures in the current year of the forecast, do not only affect the current year, but substantially compound and affect the future years of the forecast.

**EXECUTIVE SUMMARY:**

The district closed FY ’19 with a cash balance of \$43,179,512; the equivalent of 227 true cash days. With increasing expenditures annually and moderate growth in revenues, the District anticipates expenditures to exceed revenues in FY ‘21 at which time, the cash balance will progressively decline. The last operating levy was passed in May of 2013 with a necessity to replace the revenue stream (Tangible Personal Property Tax) removed by ODE in 2014. This operating levy was speculated to last 4-5 years per the last campaign. The district was fortunate

Milford Exempted Village School District  
Five Year Forecast – Assumptions  
*Fiscal Year 2020*

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to receive additional state funding dollars over the past several years; this increase in district revenue has permitted the district to maintain a positive cash balance.

**REVENUES:**

*Line 1.01 General Property Tax (Real Estate)*

Projections for general real estate are based on property valuations provided by the Clermont and Hamilton County Auditors. Property values increase .76% in tax year 2018 with a collection year of 2019. Property in Clermont County went through a sexennial valuation update in 2017. As a result, property valuations for Milford EVSD increased 15.24% in calendar year 2017 with a collection year of 2018. Prior year increases were .75% in 2016, .86% in 2015, and 3.76% in 2014 respectively. Projections for 2020 reflect an increase in real estate collections due to an increase in overall property values. Future projected years of the forecast reflect a continued increase in real estate property valuation. The modest increases are based on new developments of residential and commercial property.

*Line 1.02 Tangible Personal Property Tax*

House Bill 66 eliminated tangible personal property tax on machinery, equipment and inventory used by businesses in the state of Ohio. This change is seen as an opportunity to promote economic development in Ohio. This source of income is eliminated by FY 2010.

*Line 1.03 Income Tax*

The District does not have an Income Tax.

*Line 1.035 Unrestricted Grants-in-Aid*

The State of Ohio funds public school districts on a two-year cycle, referred to as the biennium budget. Projecting state funds beyond the two-year budget is challenging since the reliance on these funds is based on future, unknown legislation. Funding public school districts in Ohio has been a controversial topic for decades, evident by the Ohio Supreme Court ruling school state funding unconstitutional on at least three different occasions.

State Funding has seen different funding “formulas” in three of the last four biennium budgets. The most recent biennium budget passed by the State in 2019, eliminated the basic funding formula. The State budget allocated funds to each school district based on the amount received the previous fiscal year.

The State did however maintain the funding formula for preschool special education and special education transportation.



**Milford Exempted Village School District**  
**Five Year Forecast – Assumptions**  
*Fiscal Year 2020*

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Casino gambling was approved by Ohio voters in 2009 with the passage of a constitutional amendment. The amendment allowed for four casinos to be located around the State. Thirty-four percent (34%) of the gross casino revenue goes into the County Student Fund. Money is distributed from this fund to all school districts in Ohio based upon student populations as certified by the Department of Education. The Ohio Department of Taxation receives a student count by county and by district within the county. Money is remitted directly to the school districts. The District received \$331,970 in casino revenues in fiscal year 2017, \$343,720 in fiscal year 2018 and \$352,686 in fiscal year 2019. It is anticipated that the District will continue to see a similar amount of casino revenues in FY2020 through FY2024.

*Line 1.04 Restricted Grants-in-Aid*

The most recent biennium budget passed by the State in 2019, eliminated the funding formula for economically disadvantage and career technical education. The State budget allocated funds to each school district based on the amount received the previous fiscal year. The funding received through these two items are restricted on how it can be spent. The District also receives restricted funds from the State through the catastrophic cost program.

**Economically Disadvantaged Funding**

Economically disadvantaged funding is provided by the State to address economic disadvantage (poverty) and its effects on educational outcomes. Funding was based on the number of students who qualify for the free or reduced lunch program. Those that qualify are considered economically disadvantaged. This represents students in poverty, but also students of families with low incomes.

The District received \$58,998 in economic disadvantaged funding in fiscal year 2019 and \$61,379 in fiscal year 2018.

**Career Technical Education Funding**

Career technical education funding is provided for additional state support for students who are in career technical programs.

The District received \$6,694 in career technical education funding in fiscal year 2019 and \$6,694 in fiscal year 2018.

**Catastrophic Cost Reimbursement**

Catastrophic cost reimbursement is additional State aid for special education students' whose individual educational costs exceed the statutory threshold limits. The current threshold amounts that must be exceeded are \$27,375 and \$32,850 based upon the severity of the student.

State aid is in the form of partial reimbursement of prior year expenses.

It is projected that the District will continue to receive catastrophic cost reimbursement at its current funding level.

Milford Exempted Village School District  
Five Year Forecast – Assumptions  
*Fiscal Year 2020*

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The District received \$697,635 in catastrophic cost reimbursement in fiscal year 2019 and \$702,623 in fiscal year 2018.

Line 1.05 Property Tax Allocation

The State provides reimbursement to the District for property tax relief given to residential taxpayers through the Homestead & Rollback program.

Line 1.06 All Other Operating Revenue

Other local income includes investment income, tuition from other districts, rental of school facilities, donations, open enrollment, Tax Increment Financing (TIF) payments, All Day Kindergarten tuition, student fees and other miscellaneous revenues. The collections from the Union Township TIF began in FY12, with the district receiving 25% of the school district TIF amount collected. Beginning with the second payment in FY 19, the district is now receiving 100% of the school district TIF amount collected. The district also receives TIF funding from Miami Township and the City of Milford.

Line 2.04 Operating Transfers In

During construction of Boyd E. Smith and Seipelt under the OFCC project, the funding awarded was less than the construction bids received, forcing MEVSD to pay for excess costs. The board voted in June 2015 to transfer from the General fund to the Building fund \$4,000,000 to cover this short fall. The OFCC then responded by asking \$195,323 be placed in a School Facilities fund opposed to a Building fund per the necessary calculation of LFI & OFCC portions of various aspects of the Segment One revision to the contract for abatement and demolition of Main as well as site safety allowances for both Boyd E. Smith and Seipelt. These construction projects were financially completed in FY18 with a transfer in to the general fund for the balance of \$1,607,144 and out to the permanent improvement fund for the same amount.

The district receives funds for hosting state sponsored athletic events. These funds have been transferred into the general fund. These funds were then transferred out to the athletic fund.

Line 2.06 All Other Financing Sources

All other financing sources include refunds from expenditures made in the previous fiscal year.

**EXPENDITURES:**

Line 3.01 Personal Services

Educational institutions in the state of Ohio, including public school districts, are service based industries. As a result of being a service based industry, the majority of expenditures for school districts are salaries and benefits.

Milford Exempted Village School District  
Five Year Forecast – Assumptions  
*Fiscal Year 2020*

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Staffing is projected to remain at their current levels through the length of the forecast. The current MEA and MCEA union contracts run through June 30, 2020.

The personnel services have been adjusted to reflect the step increases for the length of the forecast as well as raises 2.5% and 2.5% for FY 2019 and FY 2020 respectively. Projected raises of 1% are reflected in FY 2021 – FY 2024.

*Line 3.02 Employees' Retirement/Insurance Benefits*

Benefits are projected using two categories. The first category is based off of State or Federal government mandates. The second category is based off of employee voluntary benefits.

The first category includes retirement benefits. The State mandates 14% on an employee's salary be contributed to the retirement system by the District. This category also includes Medicare payments which is 1.45% of an employee's salary. The final expenditures in this category included unemployment claims and workers compensation claims.

The second category includes health, dental, and life insurance. Expenditures for these items are based on enrollments and rates. Employee enrollment is projected to stay at its current level throughout the life of the forecast. The District is part of the Southwest Ohio Organization for School Health (SWOOSH) consortium. SWOOSH is a self-funded model for health and dental insurance. Life insurance is fully insured.

The District's health insurance rate will increase 16% beginning in January of 2020. It is projected that the District will experience an annual increase of 10% in the remaining years of the forecast. The District's dental insurance rate will decrease by 3.3% beginning in January of 2020. It is projected that the District will experience an annual increase of 4% in the remaining years of the forecast. The District does not anticipate a rate change to the life insurance through the remaining years of the forecast.

*Line 3.03 Purchased Services*

Purchased Services projections are based on numerous variables such as inflation, enrollment, staffing, and the weather. Major purchased services items include maintenance costs, utilities, contracted services, professional meeting expenses, property and vehicle insurance, student transportation services, tuition to other districts and communication expenditures. Projections are increased at the rate of four percent (4%). The district anticipates expending funds over the next several years for major repairs. The forecast reflects the expensing of \$1.2 million in FY 2020, \$2.625 million in FY 2021, and \$1 million in FY 2022 respectively for these items.

*Line 3.04 Supplies and Materials*

Milford Exempted Village School District  
Five Year Forecast – Assumptions  
*Fiscal Year 2020*

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Supplies and materials projections are based on inflation estimated at three percent (3%). Supply expenditures include instructional materials such as textbooks, software, and computer supplies. It also includes expenditures for office and custodial supplies, as well as fuel for the buses.

*Line 3.05 Capital Outlay*

This area is used to fund equipment purchases from building and departmental budgets. This mainly includes expenditures for technology and furniture. The District chose to implement a 1:1 technology initiative beginning in 7th grade starting FY17. To put this in place, the BOE chose to approve purchasing new devices as well as switches and access points to support additional usage on campus. Capital outlay projections are based on inflation estimated at three percent (3%).

*Line 4.30 Other Objects*

This area includes such items as county auditor and treasurer fees, membership fees, liability insurance and fees for the annual district financial audit. Any increases for this line item are projected to be minimal.

*Line 5.01 Operating Transfer-out*

This reflects FY15 Board approved transfer from the General Fund to the Building Fund to cover the cost of potential LFI (locally funded initiatives) for the two Elementary Buildings through the OFCC project for GMP exceeding estimated costs covered by OFCC. These construction projects were financial completed in FY18 with a transfer in to the general fund for the balance of \$1,607,144 and out to the permanent improvement fund for the same amount.

The district receives funds for hosting state sponsored athletic events. These funds have been transferred into the general fund. These funds were then transferred out to the athletic fund.

*8.01 Estimated Encumbrances*

Encumbrances are funds that have been set aside for payment of goods or services that have been ordered but have not yet been expensed at the end of the fiscal year.

**CONCLUSION:**

While the forecast projects an excess of revenue over expenditures for the current fiscal year, the Board of Education will have to closely monitor future fiscal years, as the forecast indicates potential deficit spending.

**DISCLAIMERS:**

*Professional Diligence Notice and Disclaimer:*

Milford Exempted Village School District  
Five Year Forecast – Assumptions  
*Fiscal Year 2020*

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Reasonable professional diligence and care has been exercised in the preparation of this forecast. It is a public record pursuant to Ohio law. Public dissemination is required by State law and enabled by Resolution of the Milford Exempted Village School District Board of Education. A variety of sources and methods are used to develop the forecast data. Various assumptions and projections are employed in developing the data that may or may not be timely, accurate, complete or correctly interpreted. All forecast data is subject to change or correction at any time without notice. If any notice is subsequently provided, such notice may be limited to the filing of a revised forecast within the parameters of the statutory filing schedule. This forecast document is designed solely to provide a general indication of the probable future financial position of the Schools District based on information currently available to the School district. The legitimacy or accuracy of any specific assumption, number or the forecast total, while deemed reliable, cannot be guaranteed. In many cases, a relatively small change in one forecast number will have the effect of materially changing forecast data and trends, positive or negative.

Therefore, professional discretion, diligence and caution are required when using and interpreting forecast information. Current fiscal year forecast data does not necessarily reflect current School District appropriations, budgets, certifications or other data maintained in the files of the School District, including the Office of the Treasurer of the Board of Education. Future forecast fiscal year data is compiled from public sources to the extent possible and reasonable. Historical data is based on fiscal year-end data filed by the Treasurer of the Board of Education. Questions from the community and other users of this data are encouraged. The contact person is Brian Rabe, Treasurer, Board of Education.

## STUDENT TRANSPORTATION SERVICES

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

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

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

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

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

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

### Transportation to Community, STEM, STEAM and Private Schools

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

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

[Adoption date: July 1967]  
[Re-adoption date: June 21, 1990]  
[Re-adoption date: September 24, 1998]  
[Re-adoption date: August 21, 2014]  
[Re-adoption date: April 21, 2016]  
[Re-adoption date: February 15, 2018]  
[Re-adoption date: November 14, 2019]

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

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

NOTE:

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

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## ELIGIBILITY ZONES FOR PUPIL TRANSPORTATION

The Board provides transportation for resident elementary students in grades kindergarten through 8, who live more than two miles from school, and for all students with physical or mental disabilities that make walking impossible or unsafe.

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

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

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

[Adoption date: August 15, 1990]  
[Re-adoption date: August 21, 2014]  
[Re-adoption date: April 21, 2016]  
[Re-adoption date: November 14, 2019]

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

CROSS REF.: EEA, Student Transportation Services

**NOTE:**

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

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

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## STUDENT WELLNESS PROGRAM

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

The student wellness plan:

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

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

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

[Adoption date: June 29, 2006]  
[Re-adoption date: June 19, 2011]  
[Re-adoption date: August 21, 2014]  
[Re-adoption date: November 14, 2019]

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

7 CFR 225  
7 CFR 245  
ORC 3313.814  
OAC 3301-91-09

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

## STUDENT WELLNESS PROGRAM

~~The District recognizes that student wellness and proper nutrition are related to student's physical well being, growth, development and readiness to learn. The Board is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education and regular physical activity as part of the total learning experience. In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices that can improve student achievement.~~

~~The District has adopted a Districtwide wellness policy to comply with Healthy Ohio Initiative 2010, Ohio Senate Bill 210, known as the Healthy Choices for Healthy Children Act, and Child Nutrition Reauthorization Healthy, Hunger Free Kids Act 2010. The new wellness policy is meant to encourage healthy eating habits and act as a safeguard for students with multiple medical issues, including but not limited to diabetes, food allergies, and diagnosed medical conditions.~~

~~It is the intent of this policy to enable students to become independent and self-directed learners by taking initiative to meet their own health and nutritional needs as is developmentally and individually appropriate. An organized and unified effort that encompasses the following components will ensure that the District wellness guidelines are fully implemented. As required by law, a local wellness policy, at a minimum, shall include:~~

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

**The student wellness plan:**

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



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

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

1. ~~Nutrition education goals:~~

A. ~~Nutrition education will be a part of the District's comprehensive health education curriculum.~~

B. ~~The District will foster the positive relationship between good nutrition, physical activity and the capacity of all to develop and learn.~~

C. ~~Schools will support and promote good nutrition.~~

D. ~~Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and School Breakfast Program.~~

2. ~~Physical activity goals:~~

A. ~~The District recognizes the essential nature of quality physical activity for the well being of all students and will support and promote an active lifestyle.~~

B. ~~The District will include daily opportunity for a variety of PK to 12th grade physical activities through curricular, extracurricular and recess options.~~

C. ~~Teachers are encouraged to integrate physical activity into their courses of study where feasible.~~

3. ~~Other school-based activities designed to promote wellness:~~

A. ~~The goal is to create a total school environment that is conducive to good health including good nutrition, physical activity, psychosocial well-being and community awareness.~~

B. ~~After-school programs will encourage physical activity and healthy habit formation.~~

5. ~~Nutrition guidelines:~~

~~A. It is the intent of the Board that the District takes a proactive approach to provide students with nutritious food choices.~~

~~B. The District will comply with the requirements of State and Federal law and current USDA Dietary Guidelines for Americans.~~

~~5. The District shall maintain and evaluate a school wellness committee that will meet biannually. The members shall include but not be limited to the District nurse (chair), pupil personnel director, food service director, physical education and health curriculum teacher, elementary teacher, secondary teacher, and parent (s). These positions are assigned by the District nurse.~~

[Adoption date: June 29, 2006]  
[Re-adoption date: June 19, 2011]  
[Re-adoption date: August 21, 2014]  
**[Re-adoption date: November 14, 2019]**

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

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

## USE OF ELECTRONIC SIGNATURES

The Board authorizes the use of electronic signatures, using methods that are secure and practical, and in compliance with State and Federal law and the District's procedures. An "electronic signature" is defined as an electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

Prior to sending, receiving, using or relying on electronic signatures, the Superintendent shall develop procedures concerning the use of an electronic signature, consistent with the following:

1. The procedures shall identify the records that may be signed by electronic means and the manner and format in which the records attached to the electronic signatures will be created, generated, sent, communicated, received and stored.
2. The procedures shall identify the type(s) of electronic signatures that may be used, and the manner and format in which the electronic signature must be affixed to a record.
3. The procedures must establish a method for verifying that the parties agreed to conduct a transaction by electronic means and authenticating the identities of the individuals signing electronically.
4. The procedures must provide for adequate preservation, disposition, integrity, security, confidentiality and auditability of the electronic signature and its associated record.

All District staff shall comply with all provisions of the District's procedures and State and Federal law when sending, receiving, using and relying upon electronic signatures.

[Adoption date: November 14, 2019]

LEGAL REFS.: ORC 1306  
Uniform Electronic Transaction Act

CROSS REFS.: DGA, Use of Facsimile Signatures  
IGBA, Programs for Students with Disabilities  
JO, Student Records

*NOTE: Districts also should develop more detailed district level procedures outlining specifically how electronic signatures will be used taking into consideration situation specific requirements.*

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*NOTE: Districts also should develop more detailed district level procedures outlining specifically how electronic signatures will be used taking into consideration situation specific requirements.*

## NO TOBACCO USE ON DISTRICT PROPERTY BY STAFF MEMBERS

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

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

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

### Tobacco Use Prohibited

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

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

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

### Tobacco Advertisements and Promotions

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

### Providing Notice to Staff

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

### Enforcement

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

### Educational Reinforcement

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

[Adoption date: August 23, 1995]  
[Re-adoption date: June 24, 1999]  
[Re-adoption date: December 20, 2011]  
[Re-adoption date: August 21, 2014]  
[Re-adoption date: April 19, 2018]  
[Re-adoption date: November 14, 2019]

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

CROSS REFS.: JFCG, Tobacco and Nicotine Use by Students  
KGC, No Tobacco and Nicotine Use on District Property

### NOTE:

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

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

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

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

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

### Tobacco Use Prohibited

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

1. in any building, facility or vehicle owned, leased, rented or chartered by the District or
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REMEDIAL INSTRUCTION  
(Intervention Services)

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

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

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

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

Intervention services are also offered to students who:

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

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

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

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

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

[Adoption date: April 18, 1991]  
[Re-adoption date: December 18, 1997]  
[Re-adoption date: March 18, 2004]  
[Re-adoption date: August 21, 2014]  
[Re-adoption date: April 21, 2016]  
[Re-adoption date: November 14, 2019]

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

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

**NOTE:**

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

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

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

Intervention services are also offered to students who:

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

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

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

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

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

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## PROMOTION AND RETENTION OF STUDENTS

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

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

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

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

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

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

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

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

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

[Adoption date: July 1967]  
[Re-adoption date: May 3, 1976]  
[Re-adoption date: November 20, 1985]  
[Re-adoption date: June 20, 1991]



[Re-adoption date: December 18, 1997]  
[Re-adoption date: February 19, 2004]  
[Re-adoption date: January 18, 2007]  
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LEGAL REFS.: ORC 3301.07; 3301.0710; 3301.0711; 3301.0712; 3301.0715;  
3313.608; 3313.609; 3313.6010; 3313.6012, 3314.03  
OAC 3301-35-04; 3301-35-06

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

## PROMOTION AND RETENTION OF STUDENTS

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

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

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

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

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

~~Beginning with students who enter third grade in the 2013/2014 school year,~~ aAny student, unless excused from taking the third grade reading assessment under Ohio Revised Code Section (RC) 3301.0711, who does not attain at least the equivalent level of achievement as required by RC 3301.0710 on the assessment, is not promoted to fourth grade unless one of the following applies:

1. The student is an ~~limited English learner proficient student~~ who has been enrolled in United States schools for less than three full school years and has had less than three years of instruction in an English as a second language program.
2. The student is a child with a disability entitled to special education and related services under RC 3323 and the student's Individualized Education Program (IEP) exempts the student from retention under this division.
3. The student demonstrates an acceptable level of performance on an alternative standardized reading assessment as determined by the Ohio Department of Education.
4. All of the following apply:
  - A. The student is a child with a disability entitled to special education and related services under RC 3323.
  - B. The student has taken the third grade English language arts achievement assessment prescribed under RC 3301.0710.
  - C. The student's IEP or 504 plan shows that the student has received intensive remediation in reading for two school years but still demonstrates a deficiency in reading.
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Intervention services are offered to students who are not making satisfactory progress toward the attainment of the statewide academic standards for their grade level.

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

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## GRADUATION REQUIREMENTS

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

The requirements for graduation from high school are as follows.

English Language Arts, including English 9, 10, 11, and English 12 or AP English Composition & Literature	4 units
Social Studies, including one unit each in World History, American History and one American Government	3 units
Science, with inquiry-based lab experience, including one unit each in Physical Science and Life Sciences and one unit in chemistry, physics or other physical science, advanced biology or other life science, astronomy, physical geology or other earth or space science	3 units
Math, including one unit each in Math I, Math II, or Math III or the equivalents (Algebra I, Algebra II, and Geometry)	4 units
Health	½ unit
Physical Education	½ unit
Electives **	6 units
Total	21 units

The statutory graduation requirements also include:

1. student electives\*\* of any one or combination of the following: world languages, fine arts (must complete two semesters in any of grades 7-12 unless following a career-technical pathway), business, career-technical education, family and consumer sciences, technology, agricultural education or additional English language arts, math, science or social studies courses not otherwise required under the statutory graduation requirements;
2. \*\* students entering ninth grade for the first time on or after July 1, 2015 who are pursuing a career-technical instruction track may complete a career-based pathway math course approved by ODE as an alternative to Algebra II;
3. units earned in social studies shall be integrated with economics and financial literacy and

4. meeting the applicable competency/assessment and/or readiness criteria required by law based on date of entry into ninth grade.

The District will accept credits earned towards graduation from another school chartered by ODE upon receipt of an official transcript.

The District will accept credit from a non-chartered school upon receipt of an official transcript, compliance with District regulations and confirmation by Milford School officials.

The Board requires that at the time of graduation each student will have fulfilled all academic and financial obligations.

### Summer School

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

### Credit Flexibility Options

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

### College Credit Plus

Credit is awarded for courses successfully completed at an accredited postsecondary institution. High school credit awarded for a course successfully completed under this section of the Ohio Revised Code counts toward the graduation requirements and subject area requirements of the District. If a course comparable to the course successfully completed is offered by the District, then comparable credit for the completed equivalent course is awarded. If no comparable course is offered, the District grants to the student an appropriate number of elective credits in a similar subject area.

### Correspondence Courses

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

1. Credits earned in correspondence schools directly affiliated with state universities are evaluated by the school administration for students who wish to qualify for graduation from high school.
2. Credits earned from correspondence schools not directly affiliated with an accredited college or university may not be applied toward graduation.

3. Credits earned from schools that have been established primarily for correspondence study, rather than an institution primarily for residence study, are not accepted toward graduation.

### Course Work Prior to Ninth Grade

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

### Physical Education Exemption

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

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

### Junior Reserve Officer Training Corps (JROTC) Exemption

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

### Community Service

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

### Students with Disabilities

Students with disabilities may be excused from a specific graduation requirement upon inclusion of exemption in their IEP.

[Adoption date: June 20, 1991]  
[Re-adoption date: December 16, 1993]  
[Re-adoption date: September 15, 1994]  
[Re-adoption date: December 18, 1997]  
[Re-adoption date: March 19, 1998]  
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[Re-adoption date: January 20, 2011]  
[Re-adoption date: August 21, 2014]  
[Re-adoption date: February 19, 2015]  
[Re-adoption date: June 15, 2017]  
[Re-adoption date: February 15, 2018]  
[Re-adoption date: November 14, 2019]

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

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



## GRADUATION REQUIREMENTS

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

The requirements for graduation from high school are as follows.

English Language Arts, including English 9, 10, 11, and English 12 or AP English Composition & Literature	4 units
Social Studies, including one unit each in World History, American History and one American Government	3 units
Science, with inquiry-based lab experience, including one unit each in Physical Science and Life Sciences and one unit in chemistry, physics or other physical science, advanced biology or other life science, astronomy, physical geology or other earth or space science	3 units
Math, including one unit each in Math I, Math II, or Math III or the equivalents (Algebra I, Algebra II, and Geometry)	4 units
Health	½ unit
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Electives **	6 units
Total	21 units

The statutory graduation requirements also include:

1. student electives\*\* of any one or combination of the following: world languages, fine arts (must complete two semesters in any of grades 7-12 unless following a career-technical pathway), business, career-technical education, family and consumer sciences, technology, agricultural education or additional English language arts, math, science or social studies courses not otherwise required under the statutory graduation requirements;
2. \*\* students entering ninth grade for the first time on or after July 1, 2015 who are pursuing a career-technical instruction track may complete a career-based pathway math course approved by ODE as an alternative to Algebra II;
3. units earned in social studies shall be integrated with economics and financial literacy and

- 4. meeting the applicable competency/assessment and/or readiness criteria required by law based on date of entry into ninth grade.** ~~meeting all other state requirements, including passing state required examinations.~~

The District will accept credits earned towards graduation from another school chartered by ODE upon receipt of an official transcript.

The District will accept credit from a non-chartered school upon receipt of an official transcript, compliance with District regulations and confirmation by Milford School officials.

The Board requires that at the time of graduation each student will have fulfilled all academic and financial obligations.

### Summer School

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

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

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1. Credits earned in correspondence schools directly affiliated with state universities are evaluated by the school administration for students who wish to qualify for graduation from high school.

2. Credits earned from correspondence schools not directly affiliated with an accredited college or university may not be applied toward graduation.
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### Students with Disabilities

Students with disabilities may be excused from a specific graduation requirement upon inclusion of exemption in their IEP.

Graduation Requirements Opt-Out

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

[Adoption date: June 20, 1991]  
[Re-adoption date: December 16, 1993]  
[Re-adoption date: September 15, 1994]  
[Re-adoption date: December 18, 1997]  
[Re-adoption date: March 19, 1998]  
[Re-adoption date: March 18, 1999]  
[Re-adoption date: January 20, 2011]  
[Re-adoption date: August 21, 2014]  
[Re-adoption date: February 19, 2015]  
[Re-adoption date: June 15, 2017]  
[Re-adoption date: February 15, 2018]  
**[Re-adoption date: November 14, 2019]**

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

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

## TRUANCY

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

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

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

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

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

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

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

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

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

5. notifying the registrar of motor vehicles of the habitual truant;
6. taking appropriate legal action.

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

### Absence Intervention Plan

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

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

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

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

Filing a Complaint with Juvenile Court

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

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

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

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

[Adoption date: August 24, 2000]  
[Re-adoption date: August 21, 2014]  
[Re-adoption date: June 15, 2017]  
[Re-adoption date: February 15, 2018]  
[Re-adoption date: August 16, 2018]  
[Re-adoption date: November 14, 2019]

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

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

NOTE:

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

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



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

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

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LEGAL REFS.: ORC 3313.663; 3313.668  
3321.03 through 3321.04; 3321.07 through 3321.09; 3321.19; 3321.191;  
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**NOTE:**

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

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

## RELEASED TIME FOR RELIGIOUS INSTRUCTION

The Board permits students to be released from school for religious instruction consistent with law. Absence during the school day for religious instruction is permitted, provided:

1. the student's parents or guardians submit a written request to the building principal;
2. the private entity providing instruction maintains attendance records and makes them available to the District and
3. the student is not absent from core curriculum subject courses.

The District is not responsible for transportation to and from the place of instruction. Regular classroom instruction missed as a result of a student's absence for religious instruction will not be made up and students assume responsibility for any missed schoolwork. Students are not considered absent from school while attending a released time course in religious instruction. The District does not aid, assist or enforce attendance in a religious instruction program. The District does not discriminate against students who participate in such program.

No public funds are expended and no public school personnel are involved in providing religious instruction. This policy is not intended and shall not be construed in any way, to associate the District with any faith or religious denomination.

[Adoption date: February 15, 2018]  
[Adoption date: November 14, 2019]

LEGAL REFS.: U.S. Const. Amend. I  
ORC 3313.20; 3313.47; 3313.6022  
3321.04

CROSS REFS.: IGAC, Teaching About Religion  
JED, Student Absences and Excuses  
KJA, Distribution of Materials in the Schools

### NOTE:

House Bill 171 (2014) ENACTED Ohio Revised Code 3313.6022 specifying the conditions under which a board may adopt a policy on released time for religious instruction. Districts also may choose to add language to this policy authorizing high school students to earn elective credit toward graduation through released time courses, provided statutory requirements are met when evaluating the course for credit. The decision to award credit for released time course of religious instruction must be neutral to, and cannot involve any test for religious content or denominational affiliation. Districts should work with board counsel to implement such programs.

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## TOBACCO USE BY STUDENTS

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

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

### Tobacco Use Prohibited

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

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

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

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

### Providing Notice

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

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

Enforcement

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

Educational Reinforcement

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

[Adoption date: January 23, 1992]  
[Re-adoption date: December 18, 1997]  
[Re-adoption date: May 21, 1998]  
[Re-adoption date: March 18, 2004]  
[Re-adoption date: October 19, 2013]  
[Re-adoption date: August 21, 2014]  
[Re-adoption date: April 19, 2018]  
[Re-adoption date: November 14, 2019]

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 Handbooks



NOTE:

This policy and information is based on model policies for district considering 100% tobacco-free campuses. It is provided for educational purposes only and is not to be

construed as a legal opinion or as a substitute for obtaining legal advice from an attorney. Readers with questions about the application of the law to specific facts are encouraged to consult legal counsel familiar with the laws of their jurisdictions.

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

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

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

## TOBACCO USE BY STUDENTS

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

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

### Tobacco Use Prohibited

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

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

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

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

### Providing Notice

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

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

Enforcement

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

Educational Reinforcement

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

[Adoption date: January 23, 1992]  
[Re-adoption date: December 18, 1997]  
[Re-adoption date: May 21, 1998]  
[Re-adoption date: March 18, 2004]  
[Re-adoption date: October 19, 2013]  
[Re-adoption date: August 21, 2014]  
[Re-adoption date: April 19, 2018]  
**[Re-adoption date: November 14, 2019]**

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 Handbooks

**NOTE:**

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

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

## STUDENT SUSPENSION

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

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

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

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

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

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

1. The student is informed in writing of the potential suspension and the reasons for the proposed action.
2. The student is provided an opportunity for an informal hearing to challenge the reason for the intended suspension and explain his/her actions.
3. An attempt is made to notify the parent(s) by telephone if a suspension is issued.
4. Within one school day, a letter is sent to the parent(s) stating the specific reasons for the suspension and including notice of the right to appeal such action.

5. Notice of this suspension is sent to the:
  - A. Superintendent
  - B. student's school record (not for inclusion in the permanent record).
  
6. Permanent Exclusion - If the offense is one for which the District may seek permanent exclusion, the notice contains that information.

### Appeal Procedure

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

### Appeal to the Court

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

[Adoption date: December 19, 1991]  
[Re-adoption date: November 19, 1992]  
[Re-adoption date: December 18, 1997]  
[Re-adoption date: March 16, 2000]  
[Re-adoption date: December 20, 2007]  
[Re-adoption date: August 21, 2014]  
[Re-adoption date: June 15, 2017]  
[Re-adoption date: November 15, 2018]  
[Re-adoption date: May 23, 2019]  
[Re-adoption date: November 14, 2019]

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

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

## STUDENT SUSPENSION

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2. The student is provided an opportunity for an informal hearing to challenge the reason for the intended suspension and explain his/her actions.
3. An attempt is made to notify the parent(s) by telephone if a suspension is issued.
4. Within one school day, a letter is sent to the parent(s) stating the specific reasons for the suspension and including notice of the right to appeal such action.

5. Notice of this suspension is sent to the:
  - A. Superintendent
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LEGAL REFS.: ORC 3313.66; 3313.661; 3313.662; 3313.668

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



## STUDENT EXPULSION

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

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

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

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

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

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

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

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

### Permanent Exclusion

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

### Appeal to the Board

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

### Appeal to the Court

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

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

[Adoption date: December 19, 1991]  
[Re-adoption date: November 19, 1992]  
[Re-adoption date: December 18, 1997]  
[Re-adoption date: December 20, 2007]  
[Re-adoption date: August 21, 2014]  
[Re-adoption date: June 15, 2017]  
[Re-adoption date: November 15, 2018]  
[Re-adoption date: April 18, 2019]  
[Re-adoption date: November 14, 2019]

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

CROSS REFS.: ECAB, Vandalism  
IGCI, Community Service  
JEGA, Permanent Exclusion  
JFC, Student Conduct (Zero Tolerance)

JFCF, Hazing and Bullying (Harassment, Intimidation and Dating Violence)  
JFCJ, Weapons in the Schools  
JG, Student Discipline  
JGD, Student Suspension  
JGDA, Emergency Removal of Student

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

CROSS REFS.: ECAB, Vandalism  
IGCI, Community Service  
JEGA, Permanent Exclusion  
JFC, Student Conduct (Zero Tolerance)

JFCF, Hazing and Bullying (Harassment, Intimidation and Dating Violence)  
JFCJ, Weapons in the Schools  
JG, Student Discipline  
JGD, Student Suspension  
JGDA, Emergency Removal of Student

## NO TOBACCO USE ON DISTRICT PROPERTY

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

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

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

### Tobacco Use Prohibited

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

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

### Tobacco Advertisements and Promotions

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

### Providing Notice

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

Enforcement

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

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

1st offense: verbal notification of the policy

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

[Adoption date: August 23, 1995]  
[Re-adoption date: October 18, 2001]  
[Re-adoption date: December 19, 2013]  
[Re-adoption date: August 21, 2014]  
[Re-adoption date: April 19, 2018]  
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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 REFS.: GBK, No Tobacco Use on District Property by Staff Members  
JFCG, Tobacco and Nicotine Use by Students  
KGB, Public Conduct on District Property

NOTE:

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



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

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

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

### Tobacco Use Prohibited

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

1. in any building, facility or vehicle owned, leased, rented or chartered by the District or
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Enforcement

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

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OAC 3301-35-02; 3301-35-05

CROSS REFS.: GBK, No Tobacco Use on District Property by Staff Members  
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COMPUTER/ONLINE SERVICES  
(Staff Acceptable Use and Internet Safety)

Statement of Purpose

The Milford Exempted Village School District Board of Education recognizes that an effective educational system develops students who are globally aware, civically engaged, and capable of managing their lives and careers. The Board also believes that students need to be proficient users of information, media, and technology to succeed in a digital world.

Therefore, the Milford Exempted Village School District will use technology resources as a powerful and compelling means for students to learn core subjects and applied skills in relevant and rigorous ways. It is the district's goal to provide students with rich and ample opportunities to use technology for important purposes just as individuals in workplaces and other real-life settings. The district's technology resources will enable educators and students to communicate, learn, share, collaborate and create, to think and solve problems, to manage their work, and to take ownership of their lives.

Terms of Agreement

The district considers access to technology resources a privilege, not a right. Annually, anyone requesting access to the district's technology resources during the school year must read the Acceptable Use Policy and submit a properly signed agreement form. All school community members are expected to exercise appropriate personal responsibility in their use of these resources. If a user inadvertently accesses or is the recipient of unacceptable materials or an unacceptable Internet site, the user shall immediately report the incident to an appropriate school district official. This disclosure may serve as a defense against an allegation that the user has intentionally violated the policy. District policies are intended to promote the most effective, safe, productive, and instructionally sound use of technology resources.

Technology resources remain the property of the district and are governed by this policy, even when used off school grounds or outside of normal school hours. These resources include, but are not necessarily limited to:

1. desktop, laptop, servers and other electronic devices owned, leased, or sponsored by the district;
2. software and application services owned, leased, sponsored or otherwise acquired by the district;
3. data, computer networking, and other communication tools (wired and wireless) provided by the district or accessible from school grounds and
4. computer networks and other communication tools that enable remote user access to district resources outside of school hours or off school grounds.

It shall be the responsibility of all members of the Milford Exempted Village School District staff to follow all Board adopted regulations in the course of performing the duties for which they are employed and during the use of district owned technology resources.

It shall also be the responsibility of all staff members to instruct students in appropriate use of district technology resources; supervise and monitor proper usage of resources by students in their charge; document misuse for possible disciplinary measures and to assure their compliance with those same regulations and policies adopted by the Board and the Federal Children's Internet Protections Act.

It shall also be the responsibility of all staff members to protect their access to the network by securing their workstation(s) through appropriate logout procedures and to keep secure any and all passwords used to identify themselves to the network and software applications. Staff members will potentially be held responsible for any misuse that occurs under their network identity.

### Acceptable Use

The district employs a number of strategies in order to maximize learning opportunities and reduce risks associated with utilizing technology resources. All staff has the responsibility to:

1. remain compliant with all applicable regional, State, and Federal laws, including copyright and software licensing agreements;
2. permit the use of technology resources by students in ways that are ethical, legal, respectful, academically honest, and consistent with the district's educational objectives, mission and curriculum;
3. educate students on digital citizenship including rights and responsibilities, online etiquette and the importance of establishing and maintaining a positive digital footprint;
4. use available technology measures and procedures that are reasonable and appropriate to protect the availability, integrity, and functionality of technical resources, including (but not limited to) active and passive monitoring of student behavior;
5. treat student infractions of the Acceptable Use Policy according to the school discipline policy and
6. provide alternate activities for students who do not have permission to use the Internet.

### Guidelines and Procedures

The following guidelines and procedures shall be complied with by staff who are specifically authorized to use the district's computers or online services.

1. Use appropriate language. Do not use profanity, obscenity or other language that may be offensive to other users. Illegal activities are strictly forbidden.
2. Do not reveal your personal home address or phone number or those of other students or colleagues.
3. Note that electronic mail (email) is not guaranteed to be private. Superintendent/Designee has access to all messages relating to or in support of illegal activities and such activities may be reported to the authorities.
4. Use of the computer and/or network is not for financial gain or for any commercial or illegal activity.
5. The network should not be used in such a way that it disrupts the use of the network by others.
6. All communications and information accessible via the network should be assumed to be property of the district.
7. Rules and regulations of online etiquette are subject to change by the administration.
8. The user in whose name an online service account is issued is responsible for its proper use at all times. Users shall keep personal account numbers and passwords private. They shall use this system only under the account numbers issued by the district.
9. The system shall be used only for purposes related to education or administration. Commercial, political and/or personal use of the system is strictly prohibited. The administration reserves the right to monitor any computer activity and online communications for improper use.
10. Users shall not use the system to encourage the use of drugs, alcohol or tobacco nor shall they promote unethical practices or any activity prohibited by law or Board policy.
11. Users shall not view, download or transmit material that is threatening, obscene, disruptive or sexually explicit or that could be construed as harassment, intimidation, bullying or disparagement of others based on their race, color, national origin, ancestry, citizenship status, sex, sexual orientation, age, disability, religion, economic status, military status, political beliefs or any other personal or physical characteristics.
12. Copyrighted material may not be placed on the system without the author's permission.

13. Vandalism results in the cancellation of user privileges. Vandalism includes uploading/downloading any inappropriate material, creating computer viruses and/or any malicious attempt to harm or destroy equipment or materials or data of any other user.
14. Users shall not read other users' mail or files; they shall not attempt to interfere with other users' ability to send or receive electronic mail, nor shall they attempt to read, delete, copy, modify or forge other users' mail.
15. Users are expected to keep messages brief and use appropriate language.

Users shall report any security problem or misuse of the network to the teacher, his/her immediate supervisor or building administrator.

### Unacceptable Use

In order to enable and ensure the appropriate use of technology resources, the Milford Exempted Village School District:

1. forbids unauthorized online disclosure, use, or dissemination of personal identification information;
2. forbids the use of computing resources for commercial activities, product advertisement or religious or political lobbying;
3. forbids the use of profanity, obscenity or other language, which may be offensive to another user or intended to harass or bully other users or deemed harmful to minors;
4. forbids the use of technology resources to engage in any illegal act or violate any local, State or Federal law;
5. prohibits unauthorized access to technology resources, or attempting to gain such unauthorized access;
6. may hold users personally and financially responsible for malicious or intentional damage done to network software, data, user accounts, hardware and/or unauthorized costs incurred, and any costs incurred to return such services to their normal state;
7. may not be held responsible for any damage users may suffer, including, but not limited to, loss, damage or unavailability of data stored on school district equipment, or for delays or changes in or interruptions of service, miss delivered and/or undelivered information or materials, regardless of cause;



8. preserves ownership of technology resources, including, but not limited to, files stored on district managed networks. Files and network transmissions may be inspected at any time and are not considered private;
9. reserves the right to inspect files stored on any personally owned device that is permitted to directly connect to the district network. An individual designation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or school district policy and
10. requires that all materials published electronically using district resources must be for educational purposes. School administrators may monitor these materials to ensure compliance with district curriculum.

### **Social Media Use**

**An employee's personal or private use of social media may have unintended consequences. While the Board respects its employees' First Amendment rights, those rights do not include permission to post inflammatory comments that could compromise the District's mission, undermine staff relations, or cause a substantial disruption to the school environment. This includes staff members' online conduct that occurs off school property including from the employee's private computer. Postings to social media should be done in a manner sensitive to the staff member's professional responsibilities.**

**In addition, Federal and State confidentiality laws forbid schools and their employees from using or disclosing student education records without parent consent. Education records include a wide variety of information; posting personally identifiable information about students is not permitted. Staff members who violate State and Federal confidentiality laws or privacy laws related to the disclosure of confidential student or employee information may be disciplined.**

**Staff may use social media for business-related purposes. Authorized staff may use District Technology Resources to access and use social media to increase awareness of District programs and activities, as well as to promote achievements of staff and students, provided the Superintendent approves, in advance, such access and use.**

**Staff members retain rights of communication for collective bargaining purpose and union organizational activities.**

### **Failure to Follow Acceptable Use Policy**

Violations of this policy, depending upon the nature of the violations, could lead to consequences under employment terms and conditions. Consequences may include suspension or cancellation of access privileges; payments for damages and repairs and/or discipline under appropriate

school district policies including suspension, expulsion, exclusion or termination of employment. By signing below employee signifies that they have read, understand and agree to abide by the regulations set forth in this document.

**NAME:** \_\_\_\_\_

PLEASE PRINT

**PIN:** \_\_\_\_\_

(For verification, last four digits of social security number)

**Building:** \_\_\_\_\_ **Position:** \_\_\_\_\_

**Employee Signature:** \_\_\_\_\_

**Approval date:** \_\_\_\_\_

<b>AD Name:</b> _____	_____
<b>Email Name:</b> _____	_____
<b>User Notified:</b> _____	_____
<b>Date Complete:</b> _____	_____

Approval Date: August 21, 2014  
Revised: December 18, 2014  
Revised: April 19, 2018  
**Revised: November 14, 2019**

## CAREER ADVISING

The Board views career advising as helping students understand themselves relative to their abilities, aptitudes, interests, attitudes, strengths and limitations. This process is meant to assist students in the development of their potential and their decisions relating to educational and career matters.

This policy is reviewed biennially and made available to students, parents, guardians/custodians, local postsecondary institutions and residents of the District. This policy is posted in a prominent location on the District website.

The District will do all of the following.

1. Provide students with grade-level examples linking schoolwork to one or more career field(s) through use of the State Board adopted career connections.
2. Create a plan to provide career advising to students in grades six through 12.
3. Provide additional interventions and career advising for students who are identified as at risk of dropping out of school using both research- and locally-based methods developed with input from classroom teachers and guidance counselors.
4. Train employees on advising students on career pathways, including the use of online tools.
5. Develop multiple, clear academic pathways students can use to earn a high school diploma.
6. Identify and publicize courses in which students can earn both traditional academic and career-technical credit.
7. Document career advising provided to each student.
8. Prepare students for their transition from high school to their postsecondary destinations.

Student success plans (SSP) are developed for students identified as at risk of dropping out of school. A SSP identifies the student's chosen academic pathway to graduation and the role of career-technical and competency based education and experiential learning, as appropriate in that chosen pathway. The student's parents, guardians or custodians are invited to assist in the development of the SSP. A copy of the SSP, a statement regarding the importance of a high school diploma and the academic pathways available to the student for successful graduation is provided to parents, guardians or custodians who do not participate in development of the student's SSP. Following SSP development, the District provides career advising aligned with the student's individual plan and the District's plan for career advising.

Adoption date: May 21, 2015  
Renewal: September 21, 2017  
**Re-Adoption date: November 14, 2019**

LEGAL REF.: ORC 3313.6020

CROSS REFS.: AFI, Evaluation of Educational Resources  
IJ, Guidance Program  
IL, Testing Programs  
JK, Employment of Students

*NOTE: House Bill 487 (2014) requires board's to adopt policy language on career advising by the 2015-2016 school year. Much of the details associated with implementing the items listed in the policy will be a local decision, therefore, policy language should be customized to reflect the board's chosen strategies for carrying out these requirements.*

*Some details of associated requirements may be set forth in either an associated regulation or in a district-specific plan. Boards should consult Ohio Department of Education's resources on both career advising and student success plans in order to determine procedures for carrying out these requirements. The requirements for career advising and board policy are set forth by Ohio Revised Code Section 3313.6020.*



## CAREER ADVISING

The Milford School District's career advising program includes the following:

1. Grade-level examples that link students' schoolwork to one or more career fields by implementing the Career Connections Learning Strategies offered by the Ohio Department of Education.
2. Career advising to students in grades 6-12, which includes the lessons and activities in the career education and advising plan as well as job shadowing and internship opportunities.
3. Additional interventions and career advising for students who are identified as at risk of dropping out of school. These include:
  - a) Students assigned to the district's ~~Opportunity School~~ **Success Academy** will ~~have a Student Success Plan~~ **complete an orientation to create an academic plan** that addresses both the student's academic and career pathway to successful graduation and the role of career-technical education, competency-based education and experiential learning, when appropriate.
    - i. Before a district develops a pupil's ~~Student Success Academic Plan~~, district staff will invite the student's parent, guardian or custodian to assist. If that adult does not participate in the plan development, the district will provide the adult a copy of the plan, a statement of the importance of a high school diploma and a listing of the pathways to graduation available to the student.
  - b) For students in grades 9 and 10, the opportunity to participate in Career-Based Experience (CBE) courses.
4. Training for teachers on how to advise students on career pathways, including use of the tools available in OhioMeansJobs K-12 and Naviance.
5. Multiple academic and career pathways through high school that students may choose to earn a high school diploma, including opportunities to earn industry-recognized credentials and ~~postsecondary course credit~~ **enroll in College Credit Plus**. Career pathways are published in the high school Course Selection Guide.
6. Information on courses that can award students both traditional academic and career-technical credit.
  - a) Students have the opportunity to tour a Great Oaks campus and investigate programs.

7. Students will ~~maintain a career portfolio~~ **utilize Naviance to create and maintain an electronic career and college interest portfolio.** ~~Documentation on career advising for each student and student's parent, guardian or custodian to review, as well as schools that the student may attend in the future.~~ **The portfolio guides career pathway advising during scheduling and a record of college exploration for each student and is available to student's parent, guardian or custodian to view.**

Adopted: May 21, 2015

Renewal: September 21, 2017

**Re-adoption: November 14, 2019**

# Career Education and Advising Plan

Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12
<p><b>November:</b></p> <ul style="list-style-type: none"> <li>● Early-Planning for-College</li> </ul> <p><b>January:</b></p> <ul style="list-style-type: none"> <li>● Scheduling presentations—Introduction to-the-Career Pathways</li> </ul>	<p><b>August:</b></p> <ul style="list-style-type: none"> <li>● Needs Assessment</li> </ul> <p><b>November:</b></p> <ul style="list-style-type: none"> <li>● Ohio-Means Jobs-Career Interest-Survey, Budget Calculator, Career Exploration</li> </ul> <p><b>January:</b></p> <ul style="list-style-type: none"> <li>● Scheduling Presentations</li> </ul> <p><b>March:</b></p> <ul style="list-style-type: none"> <li>● Ohio-Means Jobs-Career Exploration continued</li> </ul> <p><b>All-year:</b></p> <ul style="list-style-type: none"> <li>● OLWEUS-ACE lessons</li> <li>● Small-groups academically at-risk-students</li> <li>● Career Planning Webinars—monthly</li> <li>● Individual Student Planning</li> </ul>	<p><b>August:</b></p> <ul style="list-style-type: none"> <li>● Needs-Assessment</li> </ul> <p><b>December:</b></p> <ul style="list-style-type: none"> <li>● Ohio-Means-Jobs Career-Profiler, Interest-vs.-Skills, Career-Exploration</li> </ul> <p><b>January:</b></p> <ul style="list-style-type: none"> <li>● Scheduling Presentations</li> </ul> <p><b>March:</b></p> <ul style="list-style-type: none"> <li>● Ohio-Means-Jobs Career-Exploration continued</li> </ul> <p><b>April:</b></p> <ul style="list-style-type: none"> <li>● Reality-City-Event</li> </ul> <p><b>May:</b></p> <ul style="list-style-type: none"> <li>● Live-Oaks-Field-Trip</li> </ul> <p><b>All-year:</b></p> <ul style="list-style-type: none"> <li>● OLWEUS-ACE lessons</li> <li>● Small-groups academically at-risk-students</li> <li>● Career-Planning Webinars—monthly</li> <li>● Individual-Student Planning</li> </ul>	<p><b>August:</b></p> <ul style="list-style-type: none"> <li>● Needs-Assessment</li> </ul> <p><b>September:</b></p> <ul style="list-style-type: none"> <li>● OMJ/Naviance Introduction</li> <li>● ASPIRE-Prep</li> <li>● Football-College-Night</li> <li>● College-Field-Trip</li> </ul> <p><b>October:</b></p> <ul style="list-style-type: none"> <li>● High-School-College Night</li> <li>● ASPIRE-Testing</li> <li>● Making-the-Most-of-HS</li> </ul> <p><b>November:</b></p> <ul style="list-style-type: none"> <li>● Financial-Aid-Night</li> <li>● College-Field-Trip</li> </ul> <p><b>December:</b></p> <ul style="list-style-type: none"> <li>● High-School/ Post-Secondary-Options</li> </ul> <p><b>January:</b></p> <ul style="list-style-type: none"> <li>● Basketball-College-Night</li> </ul> <p><b>February:</b></p> <ul style="list-style-type: none"> <li>● Individual-Scheduling</li> <li>● Introducing-the-Resume</li> </ul> <p><b>April:</b></p> <ul style="list-style-type: none"> <li>● AP-Tips/Tricks</li> <li>● Lifestyle-Budgeting</li> </ul> <p><b>All-Year:</b></p> <ul style="list-style-type: none"> <li>● Career-Exploration Lunches, Career-Visits</li> <li>● Individual-Student Advising-as-needed</li> <li>● Counseling-Website</li> <li>● Parent-Newsletter</li> </ul>	<p><b>August:</b></p> <ul style="list-style-type: none"> <li>● Needs-Assessment</li> </ul> <p><b>September:</b></p> <ul style="list-style-type: none"> <li>● Football-College-Night</li> <li>● College-Field-Trip</li> <li>● PSAT-Prep</li> </ul> <p><b>October:</b></p> <ul style="list-style-type: none"> <li>● HS-College-Night</li> <li>● PSAT-Test</li> <li>● Changing-Workplace</li> </ul> <p><b>November:</b></p> <ul style="list-style-type: none"> <li>● Financial-Aid-Night</li> <li>● College-Field-Trip</li> </ul> <p><b>January:</b></p> <ul style="list-style-type: none"> <li>● #ReachHigher-Classroom Lesson</li> <li>● Basketball-College-Night</li> </ul> <p><b>December:</b></p> <ul style="list-style-type: none"> <li>● Great-Oaks-Intro</li> </ul> <p><b>February:</b></p> <ul style="list-style-type: none"> <li>● Individual-Scheduling</li> </ul> <p><b>April</b></p> <ul style="list-style-type: none"> <li>● Naviance/OMJ</li> <li>● AP-Tips/Tricks</li> </ul> <p><b>May</b></p> <ul style="list-style-type: none"> <li>● Great-Oaks-Decision-Day</li> </ul> <p><b>All-Year</b></p> <ul style="list-style-type: none"> <li>● Career-Exploration Lunches, Career-Visits</li> <li>● Individual-Student Advising-as-needed</li> <li>● Counseling-Website</li> <li>● Parent-Newsletter</li> </ul>	<p><b>August:</b></p> <ul style="list-style-type: none"> <li>● Needs-Assessment</li> </ul> <p><b>September:</b></p> <ul style="list-style-type: none"> <li>● Football-College-Night</li> <li>● College-Field-Trip</li> </ul> <p><b>October</b></p> <ul style="list-style-type: none"> <li>● High-School-College-Night</li> <li>● Intro-to-Internships</li> <li>● Writing-a-Resume</li> </ul> <p><b>November:</b></p> <ul style="list-style-type: none"> <li>● Financial-Aid-Night</li> <li>● College-Field-Trip</li> </ul> <p><b>January:</b></p> <ul style="list-style-type: none"> <li>● Basketball-College-Night</li> </ul> <p><b>February:</b></p> <ul style="list-style-type: none"> <li>● Individual-Scheduling</li> <li>● ACT-Tips-&amp;-Tricks</li> </ul> <p><b>March</b></p> <ul style="list-style-type: none"> <li>● ACT-Test</li> </ul> <p><b>April</b></p> <ul style="list-style-type: none"> <li>● AP-Tips/Tricks</li> <li>● Naviance-for-College Applications</li> <li>● Workplace-Satisfaction</li> </ul> <p><b>May</b></p> <ul style="list-style-type: none"> <li>● Post-Secondary-Planning</li> </ul> <p><b>All-Year</b></p> <ul style="list-style-type: none"> <li>● Career-Exploration Lunches, Career-Visits, Job-Shadowing, Internships</li> <li>● Ind-Student-Advising</li> <li>● Counseling-Website</li> <li>● Parent-Newsletter</li> </ul>	<p><b>August:</b></p> <ul style="list-style-type: none"> <li>● Needs-Assessment</li> <li>● Naviance-for-College Applications</li> <li>● College-Rec-Letters</li> </ul> <p><b>September:</b></p> <ul style="list-style-type: none"> <li>● Football-College-Night</li> <li>● College-Field-Trip</li> <li>● College-Rec-Letters</li> </ul> <p><b>October:</b></p> <ul style="list-style-type: none"> <li>● College-Rec-Letters</li> <li>● HS-College-Night</li> </ul> <p><b>November:</b></p> <ul style="list-style-type: none"> <li>● Financial-Aid-Night</li> <li>● College-Field-Trip</li> <li>● Interviewing-Skills</li> </ul> <p><b>January:</b></p> <ul style="list-style-type: none"> <li>● Basketball-College-Night</li> <li>● FAFSA-Night</li> </ul> <p><b>February:</b></p> <ul style="list-style-type: none"> <li>● Individual-Scheduling</li> </ul> <p><b>April</b></p> <ul style="list-style-type: none"> <li>● AP-Tips/Tricks</li> </ul> <p><b>May</b></p> <ul style="list-style-type: none"> <li>● Exit-Survey</li> <li>● Life-After-High-School</li> </ul> <p><b>All-Year</b></p> <ul style="list-style-type: none"> <li>● Career-Exploration Lunches, Career-Visits, Job-Shadowing, Internships</li> <li>● Ind-Student-Advising</li> <li>● Counseling-Website</li> <li>● Parent-Newsletter</li> </ul>



MEMORANDUM OF UNDERSTANDING  
BETWEEN THE  
MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT  
BOARD OF EDUCATION  
AND  
THE MILFORD EDUCATION ASSOCIATION

This Memorandum of Understanding is entered on this fifth (5<sup>th</sup>) day of November 2019, by and between the Milford Education Association (hereinafter the "Association") and the Milford Exempted Village School District Board of Education (hereinafter the "Board").

**WHEREAS**, the Association and the Board are parties to a collective bargaining agreement the effective dates of which are July 1, 2017, through June 30, 2020;

**WHEREAS**, the Agreement contains a provision for the supplemental salaries for the bargaining unit;

**WHEREAS**, the Supplemental Review Committee has met to discuss supplemental positions;

**WHEREAS**, the Supplemental Review Committee has made suggestions for changes to the supplemental salary schedule contained within the contract as Exhibits C1, C2 and C3;

**IT IS NOW THEREFORE AGREED** as follows:

The Board and the Association agree that the contractual supplemental salary schedule shall be amended to include the following changes:

**1) Athletics**

A) High School Baseball Assistant Coaches (Freshman/Junior Varsity): Level 7

1. Add two (2) baseball assistant coach positions, one (1) freshman team position and one (1) Junior Varsity team position. Total of two (2) Assistants for each team.

B) High School Softball (Junior Varsity/Freshman): Level 7

1. Add one (1) softball assistant coach position for the Junior Varsity team, two (2) total.
2. In a year when softball adds a Freshman team, the team will have two (2) assistant coach positions.

C) Junior High/High School Track-Field Assistant Coach (Pole Vault): Level 7

1. Add one (1) JH/HS (grades 7-12, boys/girls) track-field assistant coach position for Pole Vault.

**2) Activities**

A) Elementary Field Day Coordinators: Level 1

- 1) Add one (1) Elementary Field Day Coordinator at each elementary building, six (6) total positions at each;
- 2) Employees who have satisfactorily performed this role in past will get credit for that experience.

B) District Art Show Setup Coordinators: Level 1

- 1) Add one (1) Elementary District Art Show Setup Coordinator at each elementary building, 6 total positions at Level 1 each;
- 2) Employees who have satisfactorily performed this role in past will get credit for that experience;
- 3) Employees must be present both days of the District Art Show.

C) HS Winter Drumline: Level 8 (New Rate)

- 1) Winter Drumline positions increased from Level 6 to Level 8

- 3) This Memorandum shall expire automatically on June 30, 2020.
- 4) The Board, Employees and Association further acknowledge, agree and understand that nothing contained herein shall be construed or utilized as “past practice” or “precedent setting” in any related or unrelated current or future grievance, arbitration, litigation or matter of contract interpretation involving the Board and Association.
- 5) Except as delineated above, this Memorandum does not alter, modify or change any existing provision of the CBA currently in effect between the parties or Board policy.
- 6) This Memorandum shall constitute the full and complete understanding of the parties concerning this subject matter, and any amendments or modifications shall be in writing and signed by the parties.
- 7) This Memorandum shall become a part of and affixed to the CBA effective with the signatures of the parties.

The parties resolve their agreement to these changes by affixing their signatures below.

MILFORD BOARD OF EDUCATION

MILFORD EDUCATION ASSOCIATION

\_\_\_\_\_  
Superintendent                      Date

\_\_\_\_\_  
Co-President                                      Date

\_\_\_\_\_  
Treasurer                                      Date

\_\_\_\_\_  
Co-President                                      Date