

June 19, 2019
Lincolnshire / 6:00 PM

Board of Education
Washington Local Schools

This is a meeting of the Washington Local Board of Education in public for the purpose of conducting school district business and is not to be considered a public community meeting. The time for public participation during this meeting is indicated on the agenda as Community Comment. R.C. 121.22, 3313.15

1. Opening
 - A. Call to Order by the President
 - B. Roll Call by the Treasurer
 - C. Pledge of Allegiance
 - D. Community Comment

TREASURER'S REPORTS AND RECOMMENDATIONS

2. Minutes
3. Financial Reports and Investments
4. Authorization for Payment of Legal Fees
5. Purchases over 25,000
6. Approval of Insurance Rates: Medical, Minimum Value Plan (MVP), Dental, and Vision
7. Fund to Fund Transfer: Employee Recognition

SUPERINTENDENT'S REPORT **BOARD COMMUNICATION** **ADMINISTRATOR REPORT**

SUPERINTENDENT'S RECOMMENDATIONS

8. Whitmer High School Graduates
9. Gifts and Donations
10. Purchases over \$25,000
11. Student Handbooks
12. School Lunch Prices / 2019-2020
13. Summer Mobile Meals
14. 22+ Adult High School Diploma Program
15. Payment-in-Lieu of Transportation Resolution
16. Extended Vacation Days
17. Resolution of Necessity of Bond Issue and Operating Levy
18. Resolution Requesting State Consents
19. Master Plan Construction Terms Discussion
20. Executive Session
21. Personnel
22. Adjournment

1. Opening

A. Call to Order by the President

The June 19, 2019 meeting of the Board of Education of Washington Local Schools will come to order. It is now _____ P.M.

B. Roll Call by the Treasurer

_____ Mr. Ilstrup
_____ Ms. Canales
_____ Mr. Hughes
_____ Mr. Hunter
_____ Mr. Sharp

Also present:

_____ Dr. Hayward, Superintendent
_____ Mr. Davis, Assistant Superintendent
_____ Mr. Fouke, Treasurer

C. Pledge of Allegiance

D. Community Comment

The purpose of the Board of Education meeting is to conduct official Board business. The opportunity for people to address the Board of Education is a privilege that Boards of Education need not grant. This Board of Education has been interested in receiving information from the community. However, in order to provide time for the Board to carry on regular Board business, it becomes necessary to establish certain rules to be followed by those persons wishing to address the Board during Community Comment.

PROCEDURE FOR COMMUNITY COMMENT

1. Person addressing the Board should state his/her full name and address.
2. The number of delegates speaking on a particular topic should be limited to one whenever possible.
3. Person addressing the Board should limit his/her remarks to three minutes unless the presentation is of an unusual nature.
4. Questions pertaining to the school operation should be directed to the administration at a time other than during Community Comment.
5. Person addressing the Board should not engage in remarks that could be interpreted as libelous or inflammatory to a particular individual.
6. The Board of Education will attempt to complete the item of Community Comment within thirty minutes.

Adopted by the Washington Local Board of Education ~ June 7, 2014

2. Minutes

The Treasurer recommends that the Board of Education approve the minutes of the regular meetings of May 15 and June 5, 2019, as presented.

Moved by: _____

Seconded by: _____

Mr. Ilstrup _____ Ms. Canales _____ Mr. Hughes _____ Mr. Hunter _____ Mr. Sharp _____

May 15, 2019

The Washington Local Board of Education met in regular session pursuant to the rules in the Administration Building, 3505 West Lincolnshire Boulevard, on May 15, 2019 at 6:00 p.m. The following members were present:

Mr. Thomas Ilstrup
 Ms. Lisa Canales
 Mr. Mark Hughes
 Mr. David Hunter
 Mr. Chris Sharp

Also, Dr. Susan Hayward, Superintendent,
 Mr. Brian Davis, Assistant Superintendent,
 and Mr. Jeffery Fouke, Treasurer

At 6:01 p.m. the record shall reflect that Donald Stuard, Student Ambassador entered the meeting.

The National Anthem and other musical selections were performed by the Greenwood Elementary Choir.

National Anthem:

Jennifer Gent, 2656 Coveview, Toledo, OH 43611

Ms. Gent, TAWLS president, thanked Dr. Hayward for joining other administrators-NW Ohio superintendents, for composing a letter to the editor of the Toledo Blade, in support of the Cupp-Patterson Fair Funding School Plan. Ms. Gent addressed concerns associated with various House and Senate Bills regarding public education and the TAWLS Readers Literacy Initiative, which would provide a WLS kindergartner 9 books during their kindergarten year for only \$10.00.

Community Comment:

Jasen Kelly Sr., 2931 Higgins St., Toledo, OH 43608

Mr. Kelly addressed the Board regarding his son, Johnathon Kelly who is a sixth-grade student at Jackman Elementary. Mr. Kelly would like his son retained due to his reading ability only being at a fourth-grade level. He has requested help in the past and would like additional assistance with this matter.

Bill Colon, principal, presented to the Board of Education his "Building Celebration of Excellence" presentation on what is happening in and around Greenwood Elementary and how his students, parents and staff are making a difference.

Building Celebration of Excellence-Greenwood:

It was moved by Mr. Hunter and seconded by Ms. Canales to accept the Treasurer's recommendation that the Board of Education approve the minutes of the regular meeting of April 9, 2019 and the special meeting of April 15, 2019, as presented.

Minutes:
 090-5/19

Yes: Ms. Canales, Mr. Hughes, Mr. Hunter, Mr. Sharp, Mr. Ilstrup (5)

Financial Reports & Investments:
091-5/19

The Board was presented with the following reports for April:

- (1) Summary of Cash Balances, Revenue, General Fund Revenue Detail and Expenses for the Month
- (2) Cash Report of All funds
- (3) Schedule of Checks Written
- (4) Summary of Investments and Earnings

It was moved by Ms. Canales and seconded by Mr. Sharp to accept the Treasurer’s recommendation that the Board of Education approve Financial Reports and Investments as presented.

Yes: Mr. Hughes, Mr. Hunter, Mr. Sharp, Mr. Ilstrup, Ms. Canales (5)

Payment of Legal Fees:
092-5/19

It was moved by Mr. Sharp and seconded by Ms. Canales to accept the Treasurer’s recommendation that the Board of Education approve the following payments of legal fees as presented:

Bricker & Eckler	March Services	\$4,892.36
Spengler Nathanson	March Services	\$3,299.65

Yes: Mr. Hunter, Mr. Sharp, Mr. Ilstrup, Ms. Canales, Mr. Hughes (5)

Purchases over \$25,000:
093-5/19

It was moved by Mr. Hunter and seconded by Ms. Canales to accept the Treasurer’s recommendation, Per Policy 6320, the following requests be approved by the Board of Education

A. Tierney Brothers

Request from Christ the King

Purchase of Clevertouch Units with Wall Displays with use of ASP Funds

Total.....\$40,505.00

Yes: Mr. Sharp, Mr. Ilstrup, Ms. Canales, Mr. Hughes, Mr. Hunter (5)

Award of Contract – District Insurance:
093-5/19

It was moved by Mr. Sharp and seconded by Ms. Canales to accept the Treasurer’s recommendation that the Board of Education award the district insurance coverage to Hylant Insurance (Ohio School Plan) in the amount of \$185,260 effective July 1, 2019 through June 30, 2023.

Yes: Mr. Ilstrup, Ms. Canales, Mr. Hughes, Mr. Hunter, Mr. Sharp (5)

It was moved by Mr. Sharp and seconded by Ms. Canales to accept the Treasurer's recommendation that the Board of Education approve the adoption of the May 2019 Five Year Forecast, as presented.

Five Year Forecast:
094-5/19

SEE PAGES 15405-15416

Yes: Ms. Canales, Mr. Hughes, Mr. Hunter, Mr. Sharp, Mr. Ilstrup (5)

It was moved by Ms. Canales and seconded by Mr. Sharp to approved the Superintendent's recommendation that the Board of Education accept the gifts and donations, as presented:

Gifts & Donations:
095-5/19

- A. **Elizabeth Myers, 15011 Moonglow Drive, Ramona, CA 92065**
Donation of \$100 to Whitmer High School Library.
- B. **Mayberry Diner, 3606 W. Sylvania Avenue, Toledo, OH 43623**
Donation of \$20 gift card to McGregor Elementary for staff incentives.
- C. **McGregor Parent Club, Attention: Brittney Marx, President, 3535 McGregor Lane, Toledo, OH 43623**
Purchased 2 GaGa Pits for a donation valued at \$5,508.70. The Pits will be installed on the McGregor playground for grades K-6 to use at recess.
- D. **Monac Parent Club, Attention: April Stalhood, 3845 Clawson Avenue, Toledo, OH 43623**
Purchased 2 GAGA Pits, Game Signs, and Gaga Balls for a donation valued at \$5,135.20. The Pits are being installed on the Monac playground.

Yes: Mr. Hughes, Mr. Hunter, Mr. Sharp, Mr. Ilstrup, Ms. Canales (5)

It was moved by Mr. Sharp and seconded by Mr. Hunter to accept the Superintendent's recommendation, Per Policy 6320, the following requests be approved by the Board of Education:

Purchases over \$25,000:
096-5/19

- A. **Matthews Ford**
2019 Transit-150 Low Roof Cargo Van for Pony Delivery
Price.....\$23,322.62
2019 Ford Explorer for Campus Security
Price.....\$27,236.50
Total Price.....\$50,559.12
- B. **TLC Transit LLC**
Request from Rebecca Fuller, Director of Transportation
Additional funds for Supplemental Specialized Pupil Transportation Services
Estimated Total Price.....\$100,000.00
- C. **Community Transit Services (CTS)**
Request from Rebecca Fuller, Director of Transportation
Additional funds for Supplemental Specialized Pupil Transportation Services
Estimated Total Price.....\$50,000.00

Yes: Mr. Hunter, Mr. Sharp, Mr. Ilstrup, Ms. Canales, Mr. Hughes (5)

Student
Activity
Acct.-WHS
Srvc. Dog:
 097-5/19

It was moved by Ms. Canales and seconded by Mr. Ilstrup to accept the Superintendent's recommendation that the Board of Education establish a student activity club account for the Whitmer Therapy Dog.

Yes: Mr. Sharp, Mr. Ilstrup, Ms. Canales, Mr. Hughes, Mr. Hunter (5)

Sub.
Employee
Rate of Pay:
 098-5/19

It was moved by Mr. Hunter and seconded by Ms. Canales to accept the Superintendent's recommendation that the Board of Education approve the substitute employee rate of pay schedule, as presented:

Effective August 5, 2019:

POSITION	PRESENT RATE	RECOMMENDED RATE
Bus Driver	\$15.75	\$15.75
Bus Monitor	\$ 8.75	\$ 9.45
Cafeteria Worker	\$ 8.50	\$ 9.20
Classroom Aide	\$ 9.50	\$10.20
Custodian	\$ 9.80	\$10.50
Daytime Campus Security	\$22.00	\$22.00
Afterschool & Night Security (Approximately 3:00pm & later)	\$22.00	\$22.00
Front Desk Security (Hired after 7/1/2015)	\$12.00	\$12.00
Front Desk Security (Hired before 7/1/2015)	\$15.00	\$15.00
Mobile Night Security	\$20.00	\$20.00
Residency Security	\$20.00	\$20.00
Project Security	\$22.00	\$22.00
Security Alarm Responder	\$15.00	\$15.00
Fireman	\$11.70	\$11.70
Library/Media Clerk	\$ 8.50	\$ 9.20
Maintenance	\$11.70	\$11.70
Printer	\$ 9.80	\$10.50
Safety Aide	\$ 9.75	\$10.50
Secretary	\$11.00	\$11.70
Treasurer's Office	\$20.51	\$20.51
IT Technician	\$15.00	\$15.00
Summer Help/Lawn Crew	\$ 9.80	\$ 9.80

I recommend the following to be effective August 12, 2019:

Substitute classified long term rate to begin after 60 days.

The daily rate for certified substitute employees is:

(Days 1-30) \$116.00 per day/ \$87.00 per³/₄ day/ \$58.00 per¹/₂ day/\$30.00 per¹/₄ day

(Days 31-60 in the same assignment) \$121.00/day/ \$91.00 per ³/₄ day/ \$61.00 per ¹/₂ day

\$32.00 per ¹/₄ day

Beginning 61st day BA step 0

Yes: Mr. Ilstrup, Ms. Canales, Mr. Hughes, Mr. Hunter, Mr. Sharp (5)

It was moved by Mr. Hunter and seconded by Ms. Canales to accept the Superintendent's recommendation that the Board of Education make official the 22+ Adult High School Diploma Program recipient, as presented:

22+ Adult
High School
Diploma
Program:
099-5/19

**Rene Leigh DePew
62 Moss Creek
Toledo, OH 43612**

Yes: Ms. Canales, Mr. Hughes, Mr. Hunter, Mr. Sharp, Mr. Ilstrup (5)

It was moved by Mr. Hughes and seconded by Ms. Canales to accept the Superintendent's recommendation that the Board of Education waive first reading on the Board policies, as presented:

Waive First
Reading-
BOE
Policies:
100-5/19

- A. Policy 5113.02 – School Choice Options – NEW
- B. Policy 5610 – Removal, Suspension, Expulsion, and Permanent Exclusion of Students – REVISED
- C. Policy 5610.03 – Emergency Removal of Students – REVISED
- D. Policy 6320 – Purchasing and Bidding – REVISED
- E. Policy 6325 – Procurement – Federal Grants/Funds – REVISED
- F. Policy 6605 – Crowdfunding – REVISED
- G. Policy 7540.02 – Web Accessibility, Content, Apps, and Services – REVISED
- H. Policy 8400 – School Safety – REVISED
- I. Policy 8500 – Food Services – REVISED

Yes: Mr. Hughes, Mr. Hunter, Mr. Sharp, Mr. Ilstrup, Ms. Canales (5)

It was moved by Mr. Ilstrup and seconded by Mr. Hunter to accept the Superintendent's recommendation that the Board of Education approve Board policies, as presented:

BOE
Policies:
101-5/19

- A. Policy 5113.02 – School Choice Options – NEW
- B. Policy 5610 – Removal, Suspension, Expulsion, and Permanent Exclusion of Students – REVISED
- C. Policy 5610.03 – Emergency Removal of Students – REVISED
- D. Policy 6320 – Purchasing and Bidding – REVISED
- E. Policy 6325 – Procurement – Federal Grants/Funds – REVISED
- F. Policy 6605 – Crowdfunding – REVISED
- G. Policy 7540.02 – Web Accessibility, Content, Apps, and Services – REVISED
- H. Policy 8400 – School Safety – REVISED
- I. Policy 8500 – Food Services – REVISED

Yes: Mr. Hughes, Mr. Hunter, Mr. Sharp, Mr. Ilstrup, Ms. Canales (5)

Executive
Session:
102-5/19

It was moved by Ms. Canales and seconded by Mr. Sharp to accept the Superintendent's recommendation to have the Board of Education enter into Executive Session to:

- Consider the employment of a public employee or official.
- Consider the investigation of charges or complaints against a public employee, official, licensee, or student.

Yes: Mr. Hunter, Mr. Sharp, Mr. Ilstrup, Ms. Canales, Mr. Hughes (5)

The Board entered into Executive Session at 8:05 p.m. The meeting was reconvened at 10:40 p.m. and did, in fact:

- Consider the employment of a public employee or official.
- Consider the investigation of charges or complaints against a public employee, official, licensee, or student.

All five board members are still in attendance.

Personnel
Items 1 of 3:
103-5/19

It was moved by Mr. Hunter and seconded by Mr. Ilstrup to accept the Superintendent's recommendation that the Board of Education approve, via consent motion, personnel items 1 of 3 as presented:

1. NON-RENEWAL

A. Certified Personnel – Limited Contract

1. Menyonn Daniels	Marketing – CTC	2019/20 School Year
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B. Classified Personnel

1. Patrick Smith*	Custodian – Whitmer	04/11/2019
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*Failure to return from Leave of Absence

2. RESIGNATIONS

A. Certified Personnel

1. Kathleen McColl	Intern Psychologist McG/Jkmm/Whitmer	06/07/2019 Resignation
2. Mark White	Auto Technology I CTC	08/02/2019 Resignation

B. Classified Personnel

1. Catherine Cooper	Nutrition Service Worker Meadowvale	04/30/2019 Retirement 14 yrs.
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2.	Sheri Misson	Nutrition Service Worker Washington	04/12/2019 Resignation
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Personnel
Items 1 of 3-
Continued:

C. Extra Duty Index Personnel

1.	Roy Edwards**	#067 Hockey – Head Coach	06/30/2019
2.	John Kazmaier	#086-1a Volleyball-Jr. High Coach	06/30/2019
3.	Mark White	#129L-3 CTSO Chapter Advisor	06/30/2019
4.	Aaron Wolfe	#210-6 Dept Chair-Whit-Soc Studies	06/30/2019

**Consultant

3. LEAVES OF ABSENCE

A. Certified Personnel

1.	Mark White	Unpaid Leave	05/16/2019 – 06/07/2019
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B. Classified Personnel

1.	Heidi Busdiecker	Medical Leave	04/30/2019 – 05/29/2019
2.	Patricia Campbell	Ext. Medical Leave	05/09/2019 – 05/28/2019
3.	Crystal Lewis	Ext. Medical Leave	05/01/2019 – 06/30/2019

C. Workers Compensation

1.	Peter Gramza	Unpaid Leave	05/16/2019 – 08/31/2019
2.	Leslie Lewallen	Unpaid Leave	05/16/2019 – 08/31/2019

4. NOMINATIONS – 2018/19

A. Classified Personnel

1.	Chelsea Messick	Secretary – Meadowvale 4 hrs./day Sched. C, Step 0 @ \$20.92/hr.	05/28/2019
2.	Chandra Whetstone	Secretary – Sub Office – C.O. 4 hrs./day Sched. B, Step 0 @ \$21.44	05/16/2019

B. Substitute Certified Personnel

1. Tyler Bitz
2. Thomas McRitchie
3. Halle Newson

C. Substitute Classified Personnel

1. Ashley Sniadecki

D. Substitute Secretary for Transportation/Warehouse Office

1.	Carol Kruthaup	\$20.51/hr.	06/01/2019
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E. Home Instruction Personnel @ \$27.53/hr.

1. Rebecca Brugger
2. Jane Konz
3. Haley Kubicki
4. Nicholas Whetstone

Personnel
Items 1 of 3-
Continued:

F. Summer Lunch Program – Nutrition Services Department

June 17, 2019 – August 9, 2019

1. Sandra Brooks Contracted Rate of Pay
2. Monica Keener Contracted Rate of Pay
3. Michelle Schneider Contracted Rate of Pay

G. Summer Lunch Program – Transportation Department

June 17, 2019 – August 9, 2019

1. Lisa Peters Contracted Rate of Pay

H. Extended School Year – Transportation Department

1. Julie Adams – Bus Driver Contracted Rate of Pay

I. After School Tutoring @ \$27.53/hr.

1. Angela Giovannucci (Substitute)
2. Rebecca Petree (Substitute)

J. Elementary Music Program

1. Heather Rotunno Shoreland April 4, 2019 \$ 200.00

K. Physical Education Program @ \$200.00 per program

1. Jeremie Forche Shoreland
Hot Shots Competition, Hot Shot Finals, 6th Grade Volleyball Tournament

L. Elementary Art Show @ \$200.00

1. Crystal Anderson Hiawatha
2. Kristina Ansara Monac
3. Delaney Cavanaugh Jackman
4. Tammera Conlan Shoreland
5. Amy Hannan Greenwood
6. Dale Lehmann McGregor
7. Stacey Sattler Meadowvale

M. Overnight Stipend for Supervision – CTSO Chapter and Club Advisors @ \$100.00/night

1. Teresa Crozier HOSA State Competition 2 nights
April 9 and 10, 2019
2. David Napierala SkillsUSA State Competition 1 night
April 16, 2019
3. Adam Pickard BPA State Competition 4 nights
March 14, May 1, 2, and 3, 2019
4. Bradley Tolly HOSA State Competition 2 nights
April 9 and 10, 2019
5. Jodie Tucker Ed Rising State Competition 2 nights
February 27 and 28, 2019

N. Bus Driver Recertification @ \$100.00

1. Kristy Kasch
2. Holly Martin
3. Tony Pollauf

O. Elementary Summer School Program

June 10, 2019 – July 12, 2019

\$27.53/hr. through June 30, 2019

\$28.08/hr. effective July 1, 2019

As Needed Basis

1. Rebecca Brugger
2. Lisa Flowers
3. Susan Krecioch
4. Amy Loughman
5. Ashley Ohmer
6. Sarah Snell
7. Donna Stacy

Personnel
Items 1 of 3-
Continued:

5. NOMINATIONS – 2019/20**A. Certified Personnel**

- | | | |
|-----------------|------------------------|--------------|
| 1. Alexa Crahan | Cosmetology – CTC | \$ 57,516.00 |
| | Step 8, Trng. (B.A.) 4 | |

B. Certified Personnel – Limited Contracts

- | | |
|--------------------------|------------------------|
| 1. Amy Adams | 28. Kelly Cook |
| 2. Joshua Adams | 29. Bridget Coulter |
| 3. Colleen Aiken | 30. Cassandra Cozart |
| 4. Mitchell Albright | 31. Nicholas Cranston |
| 5. Crystal Anderson | 32. Joseph Delano |
| 6. Pon Bong Ashley | 33. Elena Dotson |
| 7. Stephen Babich | 34. Carrie Dougherty |
| 8. Molly Badovick | 35. Kathryn Dusseau |
| 9. Constance Baidel | 36. Leslie Elendt |
| 10. Reis Baidel | 37. Amy Elliott |
| 11. Elizabeth Baldwin | 38. Margaret Enck |
| 12. Michelle Berkel | 39. Stephanie Eyre |
| 13. Marc Berryman | 40. Chloe Fairchild |
| 14. Brittany Biegajski | 41. Kristin Farmer |
| 15. Verdell Billingsley | 42. Leslie Fish |
| 16. Heather Binns | 43. Jamie Fletcher |
| 17. Casey Black | 44. Courtney Garcia |
| 18. Tiffany Blalock | 45. Laura Geer |
| 19. Laura Boes | 46. John Georgeson |
| 20. Charles Bott | 47. Carla Gilbert |
| 21. Lauren Boudreaux | 48. Tracy Gladieux |
| 22. Alexa Bourquin-Doran | 49. Jodi Gordy |
| 23. Josphe Brower | 50. Gary Gorton, II |
| 24. Ashley Brown | 51. Molly Hansen |
| 25. Eric Brown | 52. Jordan Hede |
| 26. Bridget Buss | 53. Christopher Hoover |
| 27. Delaney Cavanaugh | 54. Mark Jakubowski |

Personnel
Items 1 of 3-
Continued:

- | | |
|----------------------|--------------------------|
| 55. James Jordan | 97. Amy Radtke |
| 56. John Kazmaier | 98. Hayden Reamer |
| 57. Danielle Kessler | 99. Gina Richards |
| 58. Amy Kleinfelter | 100. Erin Righi |
| 59. Karleigh Kocar | 101. Victoria Roper |
| 60. Megan Kosakowski | 102. Heather Rotunno |
| 61. Jennifer Koval | 103. Shelly Ruiz |
| 62. Allison Laking | 104. Emily Schifko |
| 63. Jaime LaPoint | 105. Krista Schindel |
| 64. Thomas LaPoint | 106. Ashley Schwartz |
| 65. Rachel Lazear | 107. Nicole Shadle |
| 66. Douglas LeFevers | 108. Jennifer Shamy |
| 67. Dale Lehmann | 109. Amanda Sheets |
| 68. Kimberly Lehmann | 110. Jordan Simmons |
| 69. David Lenz | 111. KaSandra Spain |
| 70. Laura Lenz | 112. Jordan Spidel |
| 71. Amy Lesick | 113. Mariel Sprunk |
| 72. Andrew Lockard | 114. Tadek Stadniczuk |
| 73. Mary Mallory | 115. Jenna Steele |
| 74. Brittney Marx | 116. Derick Stoup |
| 75. Jolaine McCall | 117. Michelle Streeter |
| 76. Edward McCarthy | 118. Rachael Szymanski |
| 77. Mary McGurk | 119. Brent Teall |
| 78. April McNamara | 120. Tia Tebbe-Lett |
| 79. Larissa McVicker | 121. Theresa Torio |
| 80. Jaime Melchert | 122. Suzanne Ulrich |
| 81. Ashley Melms | 123. Alysia Velez-Austin |
| 82. Samantha Merhi | 124. Marissa Veronica |
| 83. Lena Miller | 125. Deborah Vincent |
| 84. Laura Missler | 126. Lindsey Wagner |
| 85. Donald Molloy | 127. Samantha Warren |
| 86. Adam Morris | 128. Tracey Wasielewski |
| 87. Judy Morse | 129. Hannah Watson |
| 88. Lindsay Mossing | 130. Andrea Weaver |
| 89. Amanda Nelson | 131. Nicholas Whetstone |
| 90. Melissa Owens | 132. Stephanie Wilk |
| 91. Beth Oyler | 133. Amy Win-Szafarowicz |
| 92. Donald Palmer | 134. Kenneth Winters |
| 93. Hope Pawlaczyk | 135. Kimberly Winzenried |
| 94. Adam Pickard | 136. Kurtis Winzenried |
| 95. Stacy Pruitt | 137. Karen Wolf |
| 96. Lisa Raczkowski | 138. Candice Wroten |

C. Certified Personnel – Continuing Contracts
(Receiving Tenure)

- | | |
|-----------------|-------------------------|
| 1. Robert Brown | 3. Katlyn Fritch |
| 2. Katie Exton | 4. Katherine Hyttenhove |

5. Samantha Kasparian
 6. Amy Loughman
 7. Amy Odneal
 8. Heather Premo
 9. Nicole Ryan
 10. Andrew Schober
 11. Sarah Snell

Personnel
Items 1 of 3-
Continued:

D. Classified Personnel – Limited Contracts

1. John Lohman
 2. Chelsea Messick
 3. Chandra Whetstone

E. Extra Duty Index Personnel

Position	Pos #	Last Name	First Name	Contract	Lon	Contract Total
ATHLETIC ACTIVITIES						
#1 Athletic Supervisor/Whitmer						
Athletic Supervisor/Whitmer	001-a	Thomaswick**	Richard	\$4,786	0%	\$4,786
Athletic Supervisor/Whitmer	001-b	Kruthaup**	Paul	\$4,786	0%	\$4,786
#2 Athletic Director/Jr. High						
Athletic Director/Jr. High	002-	Marciniak	Rodger	\$6,509	0%	\$6,509
#3 Asst. Athletic Director/Jr. High						
Asst. Athletic Director/Jr.High	003-	Berryman	Marc	\$4,978	0%	\$4,978
#4 Equipment Manager						
Equipment Manager	004-			\$5,360	0%	\$5,360
#6 Ticket Manager						
Ticket Manager	006-	Donati**	Carma	\$4,595	0%	\$4,595
#7 Football - Head Coach						
Football - Head Coach	007-	Winters	Kenneth	\$10,338	15%	\$11,889
#8 Football - Associate Coach						
Football - Associate Coach	008-1			\$7,083	0%	\$7,083
Football - Associate Coach	008-2			\$7,083	0%	\$7,083
Football - Associate Coach	008-3			\$7,083	0%	\$7,083
Football - Associate Coach	008-4			\$7,083	0%	\$7,083
Football - Associate Coach	008-5			\$7,083	0%	\$7,083
Football - Associate Coach	008-6			\$7,083	0%	\$7,083
Football - Associate Coach	008-7			\$7,083	0%	\$7,083
#9 Football - Freshman Coach						
Football - Freshman Coach	009-1			\$4,978	0%	\$4,978
Football - Freshman Coach	009-2			\$4,978	0%	\$4,978
Football - Freshman Coach	009-3			\$4,978	0%	\$4,978
Football - Freshman Coach	009-4			\$4,978	0%	\$4,978
#10 Football - Jr. High Coach						
Football - Jr. High Coach	010-1			\$4,978	0%	\$4,978
Football - Jr. High Coach	010-2			\$4,978	0%	\$4,978
Football - Jr. High Coach	010-3			\$4,978	0%	\$4,978
Football - Jr. High Coach	010-4			\$4,978	0%	\$4,978
#11 Football - Operations Manager						
Football - Operations Manager	011-			\$3,446	0%	\$3,446
#16 Basketball - Elementary Coordinator						
Basketball - Elem Coordinator - Boys	016-1			\$1,532	0%	\$1,532
Basketball - Elem Coordinator - Girls	016-2			\$1,532	0%	\$1,532
#17 Basketball - Head Coach						

Basketball - Head Coach - Boys	017-1	Brown	Ryan	\$9,189	10%	\$10,108
Basketball - Head Coach - Girls	017-2	Bosch	Brandon	\$9,189	5%	\$9,648
#18 Basketball - Associate Coach						
Basketball - Associate Coach - Girls	018-1			\$6,509	0%	\$6,509
Basketball - Associate Coach - Girls	018-2			\$6,509	0%	\$6,509
Basketball - Associate Coach - Boys	018-3			\$6,509	0%	\$6,509
Basketball - Associate Coach - Boys	018-4			\$6,509	0%	\$6,509
#19 Basketball - Freshman Coach						
Basketball - Freshman Coach - Girls	019-1			\$4,978	0%	\$4,978
Basketball - Freshman Coach - Boys	019-2			\$4,978	0%	\$4,978
#20 Basketball - Jr. High Coach						
Basketball - Jr. High Coach - Girls	020-1			\$4,978	0%	\$4,978
Basketball - Jr. High Coach - Girls	020-2			\$4,978	0%	\$4,978
Basketball - Jr. High Coach - Girls	020-3			\$4,978	0%	\$4,978
Basketball - Jr. High Coach - Girls	020-4			\$4,978	0%	\$4,978
Basketball - Jr. High Coach - Boys	020-5			\$4,978	0%	\$4,978
Basketball - Jr. High Coach - Boys	020-6			\$4,978	0%	\$4,978
Basketball - Jr. High Coach - Boys	020-7			\$4,978	0%	\$4,978
Basketball - Jr. High Coach - Boys	020-8			\$4,978	0%	\$4,978
#21 Basketball - Elementary Coach						
Basketball - Elementary Coach - Hiawatha	021-06a			\$383	0%	\$383
Basketball - Elementary Coach - Hiawatha	021-06b			\$383	0%	\$383
Basketball - Elementary Coach - Jackman	021-09a			\$383	0%	\$383
Basketball - Elementary Coach - Jackman	021-09b			\$383	0%	\$383
Basketball - Elementary Coach - McGregor	021-11a			\$383	0%	\$383
Basketball - Elementary Coach - McGregor	021-11b			\$383	0%	\$383
Basketball - Elementary Coach - Mdwvale	021-12a			\$383	0%	\$383
Basketball - Elementary Coach - Mdwvale	021-12b			\$383	0%	\$383
Basketball - Elementary Coach - Monac	021-13a			\$383	0%	\$383
Basketball - Elementary Coach - Monac	021-13b			\$383	0%	\$383
Basketball - Elementary Coach - Greenwood	021-14a			\$383	0%	\$383
Basketball - Elementary Coach - Greenwood	021-14b			\$383	0%	\$383
Basketball - Elementary Coach - Shoreland	021-15a			\$383	0%	\$383
Basketball - Elementary Coach - Shoreland	021-15b			\$383	0%	\$383
Basketball - Elementary Coach - Wernert	021-17a			\$383	0%	\$383
Basketball - Elementary Coach - Wernert	021-17b			\$383	0%	\$383

#22 Basketball - Operations Manager						
Basketball - Operations Manager - Girls	022-1			\$3,063	0%	\$3,063
Basketball - Operations Manager - Boys	022-2			\$3,063	0%	\$3,063
#26 Wrestling - Head Coach						
Wrestling - Head Coach	026-	Stoup	Derick	\$7,658	5%	\$8,041
#27 Wrestling - Associate Coach						
Wrestling-Associate Coach	027-			\$5,360	0%	\$5,360
#28 Wrestling - Freshman Coach						
Wrestling - Freshman Coach	028-1			\$4,978	0%	\$4,978
Wrestling - Freshman Coach	028-2			\$4,978	0%	\$4,978
#29 Wrestling - Jr. High Coach						
Wrestling - Jr. High Coach	029-1			\$4,978	0%	\$4,978
Wrestling - Jr. High Coach	029-2			\$4,978	0%	\$4,978
Wrestling - Jr. High Coach	029-3			\$4,978	0%	\$4,978
#30 Wrestling Club - Director/Whitmer						
Wrestling Club - Director/Whitmer	030-			\$919	0%	\$919
#31 Wrestling Club - Coach/Whitmer						
Wrestling Club - Coach/Whitmer	031-1			\$459	0%	\$459
Wrestling Club - Coach/Whitmer	031-2			\$459	0%	\$459
#34 Bowling						
Bowling	034-	Murray**	Steven	\$766	0%	\$766
#36 Broomball - Head Coach						
Broomball - Head Coach	036-	Knuth	Marya	\$766	5%	\$804
#39 Track - Head Coach						
Track - Head Coach - Boys	039-1	Elliott	Jeremy	\$7,658	15%	\$8,807
Track - Head Coach - Girls	039-2	Baidel	Reis	\$7,658	10%	\$8,424
#40 Track - Associate Coach						
Track - Associate Coach - Boys	040-1			\$5,743	0%	\$5,743
Track - Associate Coach - Boys	040-2			\$5,743	0%	\$5,743
Track - Associate Coach - Boys	040-3			\$5,743	0%	\$5,743
Track - Associate Coach - Girls	040-4			\$5,743	0%	\$5,743
Track - Associate Coach - Girls	040-5			\$5,743	0%	\$5,743
Track - Associate Coach - Girls	040-6			\$5,743	0%	\$5,743
#41 Track - Jr. High Coach						
Track - Jr. High Coach - Boys	041-1			\$4,978	0%	\$4,978
Track - Jr. High Coach - Boys	041-2			\$4,978	0%	\$4,978
Track - Jr. High Coach - Boys	041-3			\$4,978	0%	\$4,978
Track - Jr. High Coach - Boys	041-4			\$4,978	0%	\$4,978
Track - Jr. High Coach - Girls	041-5			\$4,978	0%	\$4,978
Track - Jr. High Coach - Girls	041-6			\$4,978	0%	\$4,978
Track - Jr. High Coach - Girls	041-7			\$4,978	0%	\$4,978
Track - Jr. High Coach - Girls	041-8			\$4,978	0%	\$4,978
#45 Cross Country - Elementary Coord.						
Cross Country - Elem. Coordinator	045-1			\$1,532	0%	\$1,532
#46 Cross Country - Head Coach						
Cross Country - Head Coach - Boys	046-1	Elliott	Jeremy	\$6,509	5%	\$6,834
Cross Country - Head Coach - Girls	046-2	Baidel	Reis	\$6,509	10%	\$7,160
#47 Cross Country - Jr. High Coach						

Cross Country - Jr. High Coach - Girls	047-1			\$4,978	0%	\$4,978
Cross Country - Jr. High Coach - Boys	047-2			\$4,978	0%	\$4,978
#48 Cross Country - Elementary Coach						
Cross Country-Elem Coach-Greenwood	048-1			\$383	0%	\$383
Cross Country-Elem Coach-Hiawatha	048-2			\$383	0%	\$383
Cross Country-Elem Coach-Jackman	048-3			\$383	0%	\$383
Cross Country - Elem Coach - McGregor	048-4			\$383	0%	\$383
Cross Country-Elem Coach-Meadowvale	048-5			\$383	0%	\$383
Cross Country-Elem Coach-Monac	048-6			\$383	0%	\$383
Cross Country-Elem Coach-Shoreland	048-7			\$383	0%	\$383
Cross Country-Elem Coach-Wernert	048-8			\$383	0%	\$383
#52 Baseball - Head Coach						
Baseball - Head Coach	052-1	Densmore	Bradley	\$6,892	15%	\$7,926
#53 Baseball - Associate Coach						
Baseball - Associate Coach	053-1			\$5,360	0%	\$5,360
Baseball - Associate Coach	053-2			\$5,360	0%	\$5,360
Baseball - Associate Coach	053-3			\$5,360	0%	\$5,360
#54 Baseball - Freshman Coach						
Baseball - Freshman Coach	054-1			\$4,978	0%	\$4,978
#55 Baseball - Elementary Coordinator						
Baseball - Elementary Coordinator	055-			\$1,149	0%	\$1,149
#58 Softball - Head Coach						
Softball - Head Coach	058-	Lanham**	Duane	\$6,892	0%	\$6,892
#59 Softball - Associate Coach						
Softball - Associate Coach	059-1			\$5,360	0%	\$5,360
Softball - Associate Coach	059-2			\$5,360	0%	\$5,360
Softball - Associate Coach	059-3			\$5,360	0%	\$5,360
#60 Softball - Freshman Coach						
Softball - Freshman Coach	060-1			\$4,978	0%	\$4,978
#63 Golf - Head Coach						
Golf - Head Coach - Boys	063-1	Black	Casey	\$5,743	10%	\$6,317
Golf - Head Coach - Girls	063-2	Lockard	Andrew	\$5,743	0%	\$5,743
#64 Golf - Associate Coach						
Golf - Associate Coach - Boys	064-1			\$3,829	0%	\$3,829
Golf - Associate Coach - Girls	064-2			\$3,829	0%	\$3,829
#67 Hockey - Head Coach						
Hockey - Head Coach	067-			\$6,509	0%	\$6,509
#68 Hockey - Associate Coach						
Hockey - Associate Coach	068-			\$4,978	0%	\$4,978
#71 Tennis - Head Coach						
Tennis - Head Coach - Boys	071-1			\$4,978	0%	\$4,978
Tennis - Head Coach - Girls	071-2			\$4,978	0%	\$4,978
#72 Tennis - Assistant Coach						
Tennis - Assistant Coach - Boys	072-1			\$1,149	0%	\$1,149
Tennis - Assistant Coach - Girls	072-2			\$1,149	0%	\$1,149
#74 Soccer - Head Coach						
Soccer - Head Coach - Boys	074-1	Lydy II**	Bartley	\$6,509	0%	\$6,509
Soccer - Head Coach - Girls	074-2	Lee**	Patryk	\$6,509	0%	\$6,509

#75 Soccer - Associate Coach						
Soccer - Associate Coach - Boys	075-1			\$4,978	0%	\$4,978
Soccer - Associate Coach - Boys	075-2			\$4,978	0%	\$4,978
Soccer - Associate Coach - Girls	075-3			\$4,978	0%	\$4,978
Soccer - Associate Coach - Girls	075-4			\$4,978	0%	\$4,978
#79 Gymnastics - Head Coach						
Gymnastics - Head Coach	079-	Kosakowski	Amanda	\$6,509	10%	\$7,160
#80 Gymnastics - Associate Coach						
Gymnastics - Associate Coach	080-1			\$4,978	0%	\$4,978
#81 Swim Coach						
Swim Coach	081-	Badovick	Molly	\$4,978	0%	\$4,978
#83 Volleyball - Head Coach						
Volleyball - Head Coach	083-1	Onweller**	Matthew	\$6,509	0%	\$6,509
#84 Volleyball - Associate Coach						
Volleyball - Associate Coach	084-1			\$6,126	0%	\$6,126
#85 Volleyball - Freshman Coach						
Volleyball - Freshman Coach	085-1			\$4,978	0%	\$4,978
#86 Volleyball - Jr. High Coach						
Volleyball - Jr. High Coach	086-1			\$4,595	0%	\$4,595
Volleyball - Jr. High Coach	086-2			\$4,595	0%	\$4,595
Volleyball - Jr. High Coach	086-3			\$4,595	0%	\$4,595
Volleyball - Jr. High Coach	086-4			\$4,595	0%	\$4,595
#87 Volleyball - Elementary Coordinator						
Volleyball - Elementary Coordinator	087-			\$1,149	0%	\$1,149
#89 Weight Room Advisor						
Weight Room Advisor - Summer 2019	089-1			\$3,446	0%	\$3,446
Weight Room Advisor - 1st Semester	089-2			\$3,446	0%	\$3,446
Weight Room Advisor - 2nd Semester	089-3			\$3,446	0%	\$3,446
#92 Cheerleader - Varsity Coach						
Cheerleader - Varsity Coach	092-	Steele**	Kelly	\$4,595	0%	\$4,595
#93 Cheerleader - Jr. Varsity Coach						
Cheerleader - Jr. Varsity Coach	093-			\$3,063	0%	\$3,063
#94 Cheerleader - Freshman Coach						
Cheerleader - Freshman Coach	094-			\$2,297	0%	\$2,297
#95 Cheerleader - Jr. High Coach						
Cheerleader - Jr. High Coach	095-1			\$2,680	0%	\$2,680
Cheerleader - Jr. High Coach	095-2			\$2,680	0%	\$2,680
<u>EXTRACURRICULAR ACTIVITIES</u>						
"L" denotes Longevity						
101L Activities Coord/Whitmer						
Activities Coord/Whitmer	101L	Peters	Kate	\$5,743	0%	\$5,743
104L Auditorium Manager						
Auditorium Manager	104L	Worstell	R. Eric	\$4,595	20%	\$5,514
107L Speech Team - Head Coach						
Speech Team - Head Coach	107L	Wetzel	Marie	\$5,743	5%	\$6,030
108L Speech Team - Assoc Coach						
Speech Team - Associate Coach	108L	Prater**	Billy	\$3,829	0%	\$3,829
109L Speech Team - Asst Coach						
Speech Team Assistant Coach	109L			\$3,063	0%	\$3,063

110L Speech and Debate - Assistant Coach						
Speech and Debate - Assistant Coach	110L			\$2,297	0%	\$2,297
113L Pantheon Advisor						
Pantheon Advisor	113L	Rabbitt	Mark	\$1,149	0%	\$1,149
114 Whitmer Newspaper						
Whitmer Newspaper	114-	Peters	Kate	\$2,680	0%	\$2,680
115 Whitmer Yearbook						
Whitmer Yearbook	115-			\$3,063	0%	\$3,063
116L Junior High Yearbook						
Jr. High Yearbook - Jefferson	116L-1			\$1,149	0%	\$1,149
Jr. High Yearbook - Washington	116L-2			\$1,149	0%	\$1,149
119L Permanent Class Advisor						
Permanent Class Advisor	119L-	McNamara	April	\$2,680	0%	\$2,680
120L Student Council Asst Advisor						
Student Council Asst. Advisor	120L-1	Scholl	Joshua	\$2,106	5%	\$2,211
Student Council Asst. Advisor	120L-2	Fish	Leslie	\$2,106	0%	\$2,106
121L Student Council Asst Advisor						
Student Council Asst. Advisor	121L-1	McNamara	April	\$2,106	0%	\$2,106
Student Council Asst. Advisor	121L-2	Hodnicki	Christopher	\$2,106	10%	\$2,317
122L Student Council Asst Advisor						
Student Council Asst. Advisor	122L-1	Puffenberger	Eric	\$2,106	0%	\$2,106
Student Council Asst. Advisor	122L-2	Hieronimus	Melissa	\$2,106	5%	\$2,211
123L Student Council Asst Advisor						
Student Council Asst. Advisor	123L-1	Boudreaux	Lauren	\$2,106	0%	\$2,106
Student Council Asst. Advisor	123L-2	Rubley	Jason	\$2,106	0%	\$2,106
124L Student Council - Whitmer						
Student Council - Whitmer	124L	Tucker	Jodie	\$4,212	0%	\$4,212
125L Student Council - Jr. High						
Student Council - Jr. High - Jefferson (50%)	125L-1a	Hede	Jordan	\$1,149	0%	\$1,149
Student Council - Jr. High - Jefferson (50%)	125L-1b	Hoover	Christopher	\$1,149	5%	\$1,206
Student Council - Jr. High - Wash (50%)	125L-2a	Darling	Molly	\$1,149	5%	\$1,206
Student Council - Jr. High - Wash(50%)	125L-2b	Ferguson	Jennifer	\$1,149	0%	\$1,149
129L Career-Tech Student Org. Chapter Advisor						
CTSO Chapter Advisor	129L-1	Stadniczuk	Tadek	\$1,532	5%	\$1,609
CTSO Chapter Advisor	129L-2	Tucker	Jodie	\$1,532	0%	\$1,532
CTSO Chapter Advisor	129L-3			\$1,532	0%	\$1,532
CTSO Chapter Advisor	129L-4			\$1,532	0%	\$1,532
CTSO Chapter Advisor	129L-5	Tolly	Bradley	\$1,532	5%	\$1,609
CTSO Chapter Advisor	129L-6			\$1,532	0%	\$1,532
130 Career-Tech Student Org. Club Advisor						
CTSO - Club Advisor	130-01			\$766	0%	\$766
CTSO Club Advisor	130-02	Fish	Leslie	\$766	0%	\$766
CTSO Club Advisor	130-03	Zampardo	Stephen	\$766	0%	\$766
CTSO Club Advisor	130-04	Anderson	Brian	\$766	0%	\$766
CTSO Club Advisor	130-05	Premo	Heather	\$766	0%	\$766
CTSO Club Advisor	130-06	Good	Linda	\$766	0%	\$766
CTSO Club Advisor	130-07	Donnell	Craig	\$766	0%	\$766
CTSO Club Advisor	130-08	Brower	Joseph	\$766	0%	\$766

CTSO Club Advisor	130-09			\$766	0%	\$766
CTSO Club Advisor	130-10			\$766	0%	\$766
CTSO Club Advisor	130-11			\$766	0%	\$766
CTSO Club Advisor	130-12	Babich	Stephen	\$766	0%	\$766
CTSO Club Advisor	130-13	Palmer	Donald	\$766	0%	\$766
CTSO Club Advisor	130-14	Squibb	Jamie	\$766	0%	\$766
CTSO Club Advisor	130-15	Crozier	Teresa	\$766	0%	\$766
CTSO Club Advisor	130-16	Schober	Andrew	\$766	0%	\$766
CTSO Club Advisor	130-17	Pickard	Adam	\$766	0%	\$766
133 National Tech Honor Society						
National Tech Honor Society	133-	Good	Linda	\$1,532	0%	\$1,532
134L National Honor Society						
National Honor Society	134L-a	Karcsak	Melanie	\$766	5%	\$804
National Honor Society	134L-b	Giovanoli	Paula	\$766	5%	\$804
135L Jr. High National Honor Society (7)						
Jr. High National Honor Society (7th Grade)	135L	Bosch	Lori	\$1,532	10%	\$1,685
136L Jr. High National Honor Society (8)						
Jr. High National Honor Society (8th Grade)	136L	Sakowski	Tera	\$1,914	0%	\$1,914
140L Chess Club						
Chess Club	140L	Baughman	Randy	\$2,297	15%	\$2,642
141L Art Club						
Art Club	141L-1	Keller	Lisa	\$1,149	0%	\$1,149
Art Club	141L-2	Burkart	Ann	\$1,149	5%	\$1,206
142L French Club and Honorary						
French Club and Honorary	142L	Hetrick-Goff	Angela	\$1,532	5%	\$1,609
144L German Club and Honorary						
German Club and Honorary	144L	Scheiber	Matthew	\$1,532	10%	\$1,685
146L Spanish Club and Honorary						
Spanish Club and Honorary	146L	Loesel	Jill	\$1,532	5%	\$1,609
148 Latino Club						
Latino Club	148-	Sheehan	Aida	\$1,149	0%	\$1,149
149L Math Honorary Club						
Math Honorary Club	149L	Whitacre	Jason	\$1,149	5%	\$1,206
150L Science Club						
Science Club	150L	MacKenzie	Jeffrey	\$1,532	5%	\$1,609
151L Social Studies Club						
Social Studies Club	151L	Lockard	Andrew	\$1,149	0%	\$1,149
152 Feminist Club Advisor						
Feminist Club Advisor	152-	Finley	Michelle	\$383	0%	\$383
153 Diversity Club						
Diversity Club	153-	Singleton	Felicia	\$766	0%	\$766
154L Thespian/Drama Club Advisor						
Thespian/Drama Club Advisor	154L	Schreiner**	Andrea	\$1,149	0%	\$1,149
160L Youth to Youth						
Youth to Youth	160L-1	Gent	Jennifer	\$1,532	0%	\$1,532
Youth to Youth	160L-2a	Polesovsky**	Jona	\$766	0%	\$766
Youth to Youth	160L-2b	Flemmings	Wendy	\$766	0%	\$766
Youth to Youth	160L-3a	Dake	Christina	\$766	10%	\$843
Youth to Youth	160L-3b	Swisher	Rebecca	\$766	10%	\$843

161L Panther Dance Team							
Panther Dance Team	161L-a	Haskins**	Grace	\$1,021	0%	\$1,021	
Panther Dance Team	161L-b	Hogan**	Kristin	\$1,021	0%	\$1,021	
Panther Dance Team	161L-c	Knauss**	Kelly	\$1,021	0%	\$1,021	
162 Dance Team - Junior High Coach							
Dance Team - Junior High Coach	162-			\$1,149	0%	\$1,149	
163L Secret Spirits							
Secret Spirits	163L			\$1,914	0%	\$1,914	
164 Girls Rock Club							
Girls Rock Club	164-	Chaka	Kathleen	\$1,149	0%	\$1,149	
165L Pep Club							
Pep Club	165L	Peters	Kate	\$1,149	0%	\$1,149	
166 Pep Club - Junior High							
Pep Club - Jefferson	166-1			\$383	0%	\$383	
Pep Club - Washington (50%)	166-2a	Ferguson	Jennifer	\$192	0%	\$192	
Pep Club - Washington (50%)	166-2b	Hansen	Molly	\$192	0%	\$192	
167 Man Up Club							
Man Up Club	166-	Jacobs	Ahren	\$1,149	0%	\$1,149	
169L Elementary-After School Activities							
Elem. After School Activities - Hiawatha	169L-06a	Anderson	Crystal	\$2,106	0%	\$2,106	
Elem. After School Activities - Hiawatha	169L-06b	Anderson	Crystal	\$2,106	0%	\$2,106	
Elem. After School Activities - Jackman	169L-09a	Aman	Craig	\$2,106	20%	\$2,527	
Elem. After School Activities - Jackman	169L-09b	Kosakowski	Stephanie	\$2,106	5%	\$2,211	
Elem. After School Activities - McGregor	169L-11a	Pennywitt	Chad	\$2,106	10%	\$2,317	
Elem. After School Activities - McGregor	169L-11b	Ersepke	Laura	\$2,106	0%	\$2,106	
Elem. After School Activities - Meadowvale	169L-12a	Manley	Ann	\$2,106	5%	\$2,211	
Elem. After School Activities - Meadowvale	169L-12b	Manley	Ann	\$2,106	5%	\$2,211	
Elem. After School Activities - Monac	169L-13a			\$2,106	0%	\$2,106	
Elem. After School Activities - Monac	169L-13b			\$2,106	0%	\$2,106	
Elem. After School Activities - Greenwood	169L-14a	Coy	Cal	\$1,053	10%	\$1,158	
Elem. After School Activities - Greenwood	169L-14b	Shadle	Nicole	\$1,053	5%	\$1,106	
Elem. After School Activities - Greenwood	169L-14c	Meims	Ashley	\$1,053	0%	\$1,053	
Elem. After School Activities - Greenwood	169L-14d			\$1,053	0%	\$1,053	
Elem. After School Activities - Shoreland	169L-15a	Rotunno	Heather	\$1,606	0%	\$1,606	
Elem. After School Activities - Shoreland	169L-15b	Righi	Erin	\$1,606	0%	\$1,606	
Elem. After School Activities - Shoreland	169L-15c	Rotunno	Heather	\$1,000	0%	\$1,000	
Elem. After School Activities - Wern (75%)	169L-17a	LeFevers	Douglas	\$3,159	5%	\$3,317	
Elem. After School Activities - Wern (25%)	169L-17b	Miller	Lena	\$1,053	0%	\$1,053	
170L Activities Director							

Activities Director - Hiawatha	170L-06	Lopez	Kelly	\$766	10%	\$843
Activities Director - Jackman (50%)	170L-09a	Melchert	Jaime	\$383	0%	\$383
Activities Director - Jackman (50%)	170L-09b	Schoen	Shannon	\$383	0%	\$383
Activities Director - McGregor	170L-11	Fandrey	Beverly	\$766	0%	\$766
Activities Director - Meadowvale	170L-12	Dillon	Joann	\$766	5%	\$804
Activities Director - Monac	170L-13	Robinson	Melanie	\$766	0%	\$766
Activities Director - Greenwood	170L-14	Vaughan	Cathryn	\$766	0%	\$766
Activities Director - Shoreland (50%)	170L-15a	Baumberger	Kelly	\$383	10%	\$421
Activities Director - Shoreland (50%)	170L-15b	Rotunno	Heather	\$383	0%	\$383
Activities Director - Wernert (50%)	170L-17a	Brown	Ashley	\$383	0%	\$383
Activities Director - Wernert (50%)	170L-17b	Weaver	Andrea	\$383	0%	\$383
Activities Director - Jefferson	170L-18	Hogan	Julie	\$766	0%	\$766
Activities Director - Washington	170L-19	Gent	Jennifer	\$766	15%	\$881
Activities Director - Jefferson	170L-20	Hogan	Julie	\$766	0%	\$766
Activities Director - Washington	170L-21			\$766	0%	\$766
171L Safety Patrol Coordinator						
Safety Patrol Coordinator - Hiawatha	171L-06a	Lopez	Kelly	\$2,680	10%	\$2,948
Safety Patrol Coordinator - Jackman	171L-09	Nester	Meg	\$2,680	10%	\$2,948
Safety Patrol Coordinator - McGregor	171L-11	Ward	Tina	\$2,680	10%	\$2,948
Safety Patrol Coordinator - Meadowvale	171L-12	Aiken	Colleen	\$2,680	5%	\$2,814
Safety Patrol Coordinator - Monac (50%)	171L-13a			\$1,340	0%	\$1,340
Safety Patrol Coordinator - Monac (50%)	171L-13b	Petras	Bethany	\$1,340	0%	\$1,340
Safety Patrol Coordinator - Greenwood	171L-14	Coy	Cal	\$2,680	20%	\$3,216
Safety Patrol Coordinator - Shoreland	171L-15a	Adams	Amy	\$2,680	0%	\$2,680
Safety Patrol Coordinator - Wernert	171L-17	LeFevers	Douglas	\$2,680	10%	\$2,948
<u>WHITMER MUSICAL and PLAYS</u>						
172L Coordinator						
Coordinator	172L	Schreiner**	Andrea	\$4,595	0%	\$4,595
173L Orchestra Director						
Orchestra Director	173L	Rhoades	Justin	\$2,297	0%	\$2,297
174L Vocal Director						
Vocal Director	174L	Baughman	Randy	\$1,914	15%	\$2,201
176L Set Design						
Set Design	176L			\$1,914	0%	\$1,914
177L Choreographer						

Choreographer	177L			\$1,149	0%	\$1,149
178L Lighting						
Lighting	178L			\$766	0%	\$766
179L Program/Tickets						
Program/Tickets	179L	Siffer**	Gracie	\$766	0%	\$766
181L Winter Play						
Winter Play	181L-			\$1,914	0%	\$1,914
182L Fall Play						
Fall Play	182L	Schreiner**	Andrea	\$3,829	0%	\$3,829
183L Set Const/Design/Per Play						
Set Const/Design/Per Play	183L-1	Pickard	Adam	\$1,532	10%	\$1,685
Set Const/Design/Per Play	183L-2	Ray**	Bradley	\$1,532	0%	\$1,532
DIRECTOR						
188 Jr. High Concert Band						
Jr. High Concert Band	188-1	Maroon	Kylene	\$766	0%	\$766
Jr. High Concert Band	188-2	Rhoades	Justin	\$766	0%	\$766
Jr. High Concert Band	188-3	Georgeson	John	\$766	0%	\$766
189 Jr. High Concert Choir						
Jr. High Concert Choir	189-1	Baughman**	Janine	\$766	0%	\$766
Jr. High Concert Choir	189-2	Baughman	Randy	\$766	0%	\$766
190 Jr. High Orchestra						
Jr. High Orchestra	190-1	Gorton, II	Gary	\$766	0%	\$766
Jr. High Orchestra	190-2	Wroten	Candice	\$766	0%	\$766
191 Whitmer Concert Band						
Whitmer Concert Band	191-1	Rhoades	Justin	\$1,532	0%	\$1,532
Whitmer Concert Band	191-2	Maroon	Kylene	\$1,532	0%	\$1,532
192 Whitmer Concert Choir						
Whitmer Concert Choir	192-	Baughman	Randy	\$1,532	0%	\$1,532
193 Whitmer Stage Band						
Whitmer Stage Band	193-	Georgeson	John	\$1,149	0%	\$1,149
194 Whitmer Orchestra						
Whitmer Orchestra	194-1	Gorton, II	Gary	\$1,532	0%	\$1,532
Whitmer Orchestra	194-2	Wroten	Candice	\$1,532	0%	\$1,532
195L Show Choir						
Whitmer Show Choir	195L	Baughman	Randy	\$1,149	15%	\$1,321
196L Chor/Show Choir						
Choreographer/Show Choir	196L			\$766	0%	\$766
197 Accompanist/Show Choir						
Accompanist/Show Choir	197	Baughman**	Janine	\$16.73/h r.	0%	\$16.73/hr.
198 Accompanist/Chorale						
Accompanist/Chorale	198	Baughman**	Janine	\$16.73/h r.	0%	\$16.73/hr.
199L Piano Accompanist						
Piano Accompanist	199L	Sankovich**	Linda	\$16.73/h r.	0%	\$16.73/hr.
200L High School Chorale						
High School Chorale	200L	Baughman	Randy	\$1,149	15%	\$1,321
201L Head Marching Band						
Head Marching Band	201L	Rhoades	Justin	\$6,126	15%	\$7,045
202L Associate Marching Band						
Associate Marching Band	202L	Georgeson	John	\$5,360	0%	\$5,360
203L Reserve Marching Band						
Reserve Marching Band	203L	Maroon	Kylene	\$3,446	10%	\$3,791
204L Flag Corps Advisor						
Flag Corps Advisor	204L	Haskins**	Grace	\$1,149	0%	\$1,149
205L Pep Band						

Pep Band	205L	Georgeson	John	\$1,532	0%	\$1,532
206 Pep Band Associate						
Pep Band Associate	206-	Gembreska**	Nathan	\$766	0%	\$766
207 Drumline Advisor						
Drumline Advisor	207-	Parent**	Andrew	\$1,149	0%	\$1,149
208 Marjorette/Twirler Advisor						
Marjorette/Twirler Advisor	208-	Parton**	Allison	\$383	0%	\$383

SUPERVISORY AND/OR INSTRUCTIONAL RESPONSIBILITIES

210 Department Chairman - Whitmer

Dept. Chairman - Whitmer - English	210-1	Fitzgerald	Melissa	\$4,978	0%	\$4,978
Dept. Chairman - Whitmer - Foreign Lang	210-2	Hetrick-Goff	Angela	\$4,978	0%	\$4,978
Dept. Chairman - Whitmer - Science	210-3	Johnson	Lorie	\$4,978	0%	\$4,978
Dept. Chairman - Math	210-4	Edmonds	Dana	\$4,978	0%	\$4,978
Dept. Chairman - CTC	210-5	Squibb	Jamie	\$4,978	0%	\$4,978
Dept. Chairman - Whitmer - Social Studies	210-6			\$4,978	0%	\$4,978
Dept. Chairman - Whitmer - Special Ed	210-7a	Spain	KaSandra	\$1,660	0%	\$1,660
Dept. Chairman - Whitmer - Special Ed	210-7b	Cowan	Kelly	\$1,660	0%	\$1,660
Dept. Chairman - Whitmer - Special Ed	210-7c	Nino	James	\$1,660	0%	\$1,660
Dept. Chair - Business	210-8	Fish	Leslie	\$4,978	0%	\$4,978
Dept. Chair - Spec. Ed	210-9a	Spain	KaSandra	\$1,660	0%	\$1,660
Dept. Chair - Spec. Ed	210-9b	Cowan	Kelly	\$1,660	0%	\$1,660
Dept Chair - Spec. Ed.	210-9c	Nino	James	\$1,660	0%	\$1,660

211 Department Chairman - Art

Department Chairman - Art	211-	Squibb	Matthew	\$4,978	0%	\$4,978
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212 Department Chairman - Music

Department Chairman - Music (50%)	212-a	Maroon	Kylene	\$2,489	0%	\$2,489
Department Chairman - Music (25%)	212-b	Miller	Lena	\$1,245	0%	\$1,245
Department Chairman - Music (25%)	212-c	Rotunno	Heather	\$1,245	0%	\$1,245

213 Department Chairman - PE

Department Chairman - PE	213-	Dake	Christina	\$4,978	0%	\$4,978
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214 Department Chairman - K-12

Library/Media						
K-12 Lib/Media Spec Chair	214-	Ziegler	Elizabeth	\$4,978	0%	\$4,978

215L Jr. High Curr. Facilitators- Jefferson

Jr. High Curr. Facilitator - English Jeff.	215L-1	Fillis	Katie	\$4,978	10%	\$5,476
Jr. High Curr. Facilitator - Math Jeff	215L-2	Bosch	Brandon	\$4,978	0%	\$4,978
Jr. High Curr. Facilitator - Soc. Studies Jeff	215L-4	Marciniak	Rodger	\$4,978	5%	\$5,227
Jr. High Curr. Facilitator - Spec Ed Jeff	215L-5	Badovick	Molly	\$4,978	0%	\$4,978

216L Jr. High Curr. Facilitators- Washington

Jr. High Curr. Facilitator - English Wash	216L-1	Bosch	Lori	\$4,978	20%	\$5,974
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Jr. High Curr. Facilitator - Math Wash	216L-2	Jakubowski	Mark	\$4,978	5%	\$5,227
Jr. High Curr. Facilitator - Science Wash	216L-3	Jacobs	Ahren	\$4,978	0%	\$4,978
Jr. High Curr. Facilitator - Soc. Studies Wash	216L-4	Durham	Matthew	\$4,978	10%	\$5,476
Jr. High Curr. Facilitator - Spec Ed Wash	216L-5	Berryman	Marc	\$4,978	10%	\$5,476
217L Elementary Department Chairman						
Elem. Dept. Chair - McGregor	217L-11a	Re	Amy	\$3,829	0%	\$3,829
Elem. Dept. Chair - McGregor	217L-11b	Darling	Danielle	\$3,829	10%	\$4,212
Elem. Dept. Chair - Meadowvale	217L-12a	Aiken	Colleen	\$3,829	0%	\$3,829
Elem. Dept. Chair - Meadowvale	217L-12b	Frey	Carrie	\$3,829	0%	\$3,829
Elem. Dept. Chair - Monac	217L-13a	King	Kimberley	\$3,829	10%	\$4,212
Elem. Dept. Chair - Monac	217L-13b	Wojtowicz	Scott	\$3,829	0%	\$3,829
Elem. Dept. Chair - Greenwood	217L-14a	Floyd	James	\$3,829	5%	\$4,020
Elem. Dept. Chair - Greenwood	217L-14b	Cloum	Alysia	\$3,829	5%	\$4,020
Elem. Dept. Chair - Shoreland	217L-15a	Pawlaczyk	Hope	\$3,829	0%	\$3,829
Elem. Dept. Chair - Shoreland	217L-15b	Adams	Amy	\$3,829	0%	\$3,829
Elem. Dept. Chair - Wernert	217L-17			\$3,829	0%	\$3,829
Elem. Dept. Chair - Hiawatha	217L-6	Gladieux	Tracy	\$3,829	0%	\$3,829
Elem. Dept. Chair - Jackman	217L-9	Kimme	Christine	\$3,829	15%	\$4,403
218L Elementary Head Teacher						
Elem. Head Teacher - McGregor	218L-11	Black	Carolyn	\$3,829	5%	\$4,020
Elem. Head Teacher - Meadowvale	218L-12	Scott	Tony	\$3,829	0%	\$3,829
Elem. Head Teacher - Monac	218L-13	Scoble	Kristy	\$3,829	0%	\$3,829
Elem. Head Teacher - Greenwood	218L-14	Lindsey	Sheri	\$3,829	5%	\$4,020
Elementary Head Teacher - Shoreland	218L-15	Jackson	Erika	\$3,829	10%	\$4,212
Elem. Head Teacher - Wernert	218L-17			\$3,829	0%	\$3,829
Elem. Head Teacher - Hiawatha	218L-6	Lopez	Kelly	\$3,829	0%	\$3,829
Elementary Head Teacher - Jackman	218L-9	Brown	Molly	\$3,829	5%	\$4,020
222 Building Technology Facilitator						
Bldg. Tech. Facilitator - McGregor	222-11	Kessler	Stacey	\$4,595	0%	\$4,595
Bldg. Tech. Facilitator - Meadowvale	222-12	Scott	Tony	\$4,595	0%	\$4,595
Bldg. Tech. Facilitator - Monac (50%)	222-13a	Marti	Janice	\$2,298	0%	\$2,298
Bldg. Tech. Facilitator - Monac (50%)	222-13b			\$2,298	0%	\$2,298
Bldg. Tech. Facilitator - Greenwood	222-14	Coy	Cal	\$4,595	0%	\$4,595
Bldg. Tech. Facilitator - Shoreland	222-15	Conlan	Tammera	\$4,595	0%	\$4,595

Bldg. Tech. Facilitator - Wernert	222-17			\$4,595	0%	\$4,595
Bldg. Tech. Facilitator - Hiawatha	222-6a	Gladieux	Tracy	\$1,149	0%	\$1,149
Bldg. Tech. Facilitator - Hiawatha	222-6b	Anderson	Crystal	\$1,149	0%	\$1,149
Bldg. Tech. Facilitator - Hiawatha	222-6c	Morelli	Mary Anne	\$2,298	0%	\$2,298
Bldg. Tech. Facilitator - Jackman	222-9a	Burgess	Darcy	\$2,298	0%	\$2,298
Bldg. Tech. Facilitator - Jackman	222-9b	Brunkhorst	Michelle	\$2,298	0%	\$2,298
223 Building Technology Facilitator - Jr. Hi.						
Bldg. Tech. Facilitator - Jefferson	223-1	Bosch	Brandon	\$383	0%	\$383
Bldg. Tech. Facilitator - Washington	223-2	Morse	Courtney	\$383	0%	\$383
227 Deans						
Deans	227-1	Hays	David	\$5,743	0%	\$5,743
Deans	227-2	Keller	Justin	\$5,743	0%	\$5,743
Deans	227-3	Fryman-Reed	Jodi	\$5,743	0%	\$5,743
Deans	227-4	Brown	Robert	\$5,743	0%	\$5,743
228 Special Education						
Special Education	228-02	Rao	Heidi	\$2,680	0%	\$2,680
Special Education	228-13	Elendt	Leslie	\$2,680	0%	\$2,680
-						
-						
<u>MISCELLANEOUS</u>						
230 IOO Coordinator						
IOO Coordinator	230-			\$766	0%	\$766
231 Art Coordinator - Elementary						
Art Coordinator - Elementary	231-	Conlan	Tammera	\$2,297	0%	\$2,297
232 Website Maintainer						
Website Maintainer	232-			\$28.08/hr.	0%	\$28.08/hr.
234 LPDC Member						
LPDC Member	234-1			\$1,532	0%	\$1,532
LPDC Member	234-2			\$1,532	0%	\$1,532
LPDC Member	234-3			\$1,532	0%	\$1,532
237 Summer School Teachers						
				\$28.08/hr.		
238 Nurses - Summer Work						
				\$28.93/hr.		
239 Home Instruction Teachers						
				\$28.08/hr.		
240 Night School Teachers						
				\$16.73/hr.		
241 After School Detention Monitor 7-12						
				\$28.08/hr.		
242 After School Acad Intervention K-6						
				r.		

ADDITIONAL STIPENDS**1S Elementary Music Program**

\$200 per performance/performance must be beyond the regularly scheduled school day/ max. \$400 per school year per building

2S Elementary Talent Show Coordinator

\$200 per building per school year

3S Professional Support - Resident Educator Mentors or PACE Mentors

\$325 per semester

4S Elementary P.E. Programs

\$200 per performance/performance must be beyond the regularly scheduled school day/ max. \$600 per school year per building

6S Overnight Stipend for**Supervision**

CTSO Chapter and/or Club Advisors \$100.00/night-max of 4 nights

7S Overnight Stipend for**Supervision**

Outdoor Education \$100.00/night-max of 4 nights

8S Annual Art Show

Elementary - \$200.00 per building (for 7 Bldgs.)

9S Intervention Specialists/Instructional Tutors (K-12)

Annual Stipend of \$1,500.00

Int. Spec./Instructor Tutor Annual Stipend	9S-1			\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-2	Badovick	Molly	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-3	Bartsch	Jonathan	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-4	Bates	Lindsay	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-5	Berryman	Marc	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-6	Bettis	Amy	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-7	Black	Carolyn	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-8	Bott	Charles	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-9	Brown	Andrea	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-10	Brown	Eric	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-11	Bushmeyer	Robin	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-12	Castro	Rebekah	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-13	Chadwick	Regina	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-14	Binns	Heather	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-15	Collins	Kelsey	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-16	Cowan	Kelly	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-17	Crespo	Marisa	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-18	Densmore	Bradley	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-19	Diebert	Layla	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-20	Dougherty	Carrie	\$1,500	0%	\$1,500

Int. Spec./Instructor Tutor Annual Stipend	9S-21			\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-22	Enck	Margaret	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-23	Gage	Kristie	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-24			\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-25	Gensler	Courtney	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-26	Gilbert	Carla	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-27	Gordy	Jodi	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-28			\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-29	Hartman	Heidi	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-30	Hazuda	Mindi	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-31	Hoskins	Lauren	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-33	Hyttenhove	Katherine	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-35	Jager	Lynn	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-36	Karcsak	Melanie	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-37	Kasper	Gina	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-38			\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-39	Knuth	Marya	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-40	LaPoint	Matthew	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-41	Lazear	Rachel	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-42	Ledzianowski	Sara	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-43	Velez-Austin	Alysia	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-44	Mallory	Mary	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-45	Maly	Amanda	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-46	Maly	Katie	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-47	Markowiak	James	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-48	Markowiak	Linda	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-49	McGurk	Mary	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-50	Melchert	Jaime	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-51	Molloy	Donald	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-52	Morrin	Sarah	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-53	Morris	Adam	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-54	Murnen	Carrie	\$1,500	0%	\$1,500

Int. Spec./Instructor Tutor Annual Stipend	9S-55			\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-56	Nino	James	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-57	Nino	Jennifer	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-58	Nowakowski	Beyea	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-59	Odneal	Amy	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-60	Ohmer	Ashley	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-61	Osborn	Sarah	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-62	Peer	Nicole	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-63	Polesovsky	Jona	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-64	Qurban-Ali	Carrie	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-65			\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-66	Rayburn	Annamarie	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-67	Riker	Catherine	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-68	Roberts	Joy	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-69	Rodriguez- Michaelis	Tracy	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-70	Schwartz	Ashley	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-71	Smith	Kristin	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-72	Spain	KaSandra	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-73	Steinmiller	Kenneth	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-74	Welch	Jessica	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-75	Teall	Brent	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-76	VanSlambrouck	Ryan	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-77	Weaver	Andrea	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-78	Wilkin	Tricia	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-79	Wilson	Sabrina	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-80	Woerner	Jennifer	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-81	Wolf	Karen	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-82	Wudel	Katelyn	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-83	Kuriger	Rachel	\$1,500	0%	\$1,500
Int. Spec./Instructor Tutor Annual Stipend	9S-84	Weiker	Rachel	\$1,500	0%	\$1,500

EXTENDED TIME KEY

- b. Includes 3 days extended time. Also refer to Appendix G.
- c. Grandfather persons holding positions through academic year 1995/96. Delete stipend for persons new position thereafter. Refer to Appendix H thereafter. Refer to Appendix H.
- d. Includes 10 days extended time
- f. Includes 15 days extended time
- h. EDI #197 2019/20 Max
\$1,113
- h. EDI #198 2019/20 Max
\$1,338
- h. EDI #199 2019/20 Max
\$1,113
- i. Grandfather persons holding positions through 6/9/93. Delete stipend for persons new to position thereafter.
- j. Establish a district-pool, minimum of 1,728 hours to be used for K-6
-after school detention as assigned by building principal @ \$16.73/hr.
-after school academic intervention @ \$28.08/hr.
- k. To qualify for a stipend the program must have functioning, dues-paying student groups that have activities outside the school day.
- m. Nurses - Each nurse will be allocated up to 35 hours for work during the summer. A portion of these hours will be reserved for kindergarten summer assessment and will be assigned equally to all nurses. Should a nurse decline kindergarten summer assessment, the hours will be deducted from that person's allocation (35) and given to a nurse willing to work kindergarten summer assessment. In the event that all nurses decline, kindergarten summer assessment hours will be equally divided and all nurses will be required to work.
- n. Intervention Specialists and Instructional Tutors (K-12) shall be provided an annual stipend of \$1,500. Intervention Specialists and Instructional Tutors (K-12) shall be provided fifteen (15) hours of either release time and/or hourly compensation at the negotiated hourly curriculum rate. All current grandfathered special education teachers shall have a one-time option:
-to freeze their stipends at \$2,126 and receive the increase in the stipend as tied to the base.
These teachers will NOT receive the ten hours per year.

****Consultants**

F. English as Second Language (ESL) Instructors – One Year Limited Contract

1. Kristy Aeschliman	Step 5	\$ 30.91/hr.
2. Jayne Odeneal	Step 5	\$ 30.91/hr.

G. English as Second Language (ESL) Instructor – Continuing Contract

1. Ruth Nastal	Step 5	\$ 30.91/hr.
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H. Extended Time

1. Laura Boes	Counselor	7 Days	\$ 2,427.81
2. Dona Borkowski	Counselor	7 Days	\$ 2,252.32

Personnel
Items 1 of 3-
Continued:

3.	Robert Brown	Dean	2 Days	\$ 743.80
4.	Molly Darling	Counselor	7 Days	\$ 3,129.84
5.	Seth Ewearitt	Counselor	7 Days	\$ 3,129.84
6.	Chloe Fairchild	Counselor	7 Days	\$ 1,813.56
7.	Jodi Fryman-Reed	Dean	2 Days	\$ 919.32
8.	Tamara Harris	Counselor	7 Days	\$ 3,129.84
9.	David Hays	Dean	2 Days	\$ 969.46
10.	Sara Hoffman	Counselor	7 Days	\$ 3,217.62
11.	Justin Keller	Dean	2 Days	\$ 919.32
12.	Kimberly Kovin	Curriculum Consultant	24 Days	\$ 9,828.48
13.	Amy Loughman	Counselor	7 Days	\$ 2,778.86
14.	April McNamara	Counselor	7 Days	\$ 2,252.32
15.	Larissa McVicker	Counselor	7 Days	\$ 1,901.34
16.	Stephanie Moore	Counselor	7 Days	\$ 2,866.64
17.	Eric Puffenberger	Counselor	7 Days	\$ 2,778.86
18.	Melanie Robinson	Counselor	7 Days	\$ 2,691.08
19.	Nicole Ryan	Counselor	7 Days	\$ 2,778.86
20.	Stacie Shively	Counselor	7 Days	\$ 3,129.84
21.	Michelle Streeter	Counselor	7 Days	\$ 2,340.10
22.	Dolores Swineford	Curriculum Consultant	24 Days	\$ 9,828.48
23.	Rebecca Swisher	Social Worker	10 Days	\$ 4,847.30

I. Special Ed. Instructor/Tutor – One Year Limited Contract
08/19/2019 – 06/04/2020

1.	Jonathan Bartsch	Meadowvale	Step 3	\$ 30.19/hr.
2.	Kelsey Collins	Hiawatha/McGregor	Step 1	\$ 29.63/hr.
3.	Courtney Gensler	Greenwood	Step 2	\$ 29.92/hr.
4.	Lauren Hoskins	Shoreland	Step 3	\$ 30.19/hr.
5.	Rachel Kuriger	Meadowvale	Step 1	\$ 29.63/hr.
6.	James Markowiak	Whitmer	Step 5	\$ 30.91/hr.
7.	Ashley Ohmer	Meadowvale	Step 1	\$ 29.63/hr.
8.	Jona Polesovsky	Jefferson	Step 3	\$ 30.19/hr.
9.	Carrie Qurban-Ali	Shoreland	Step 1	\$ 29.63/hr.
10.	Ryan VanSlambrouck	Washington	Step 2	\$ 29.92/hr.
11.	Rachel Weiker	Monac/Wernert	Step 1	\$ 29.63/hr.
12.	Jessica Welch	Monac	Step 1	\$ 29.63/hr.
13.	Katelyn Wudel	McGregor	Step 2	\$ 29.92/hr.

J. District Wellness Chairpersons @ \$16.73/hr.

Not to exceed 100 hours total

1. Ann Clark
2. Christina Dake

6. RE-EMPLOYMENT OF PERSONNEL – 2019/20
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A. Substitute Administrative Personnel

1. Lynita Bigelow
2. Linda Culp
3. Tracy Hertz

4. Cheryl Mourlam
5. Jane Spurgeon

Personnel
Items 1 of 3-
Continued:

B. Substitute Certified Personnel

- | | |
|----------------------------|----------------------------|
| 1. Yussif Abdallah | 44. Nathan Holley |
| 2. Daniel Adams | 45. Barry Hudgin |
| 3. Steven Agard | 46. Marnie Hutchison |
| 4. Danuta Ames | 47. Kathleen Inderbitzin |
| 5. Evan Back | 48. Dalynn Jackson |
| 6. Donna Bacon | 49. Christopher Jaquillard |
| 7. Thomas Ball | 50. Benjamin Jewett |
| 8. Katherine Barone | 51. Kimberly Kazmaier |
| 9. Jessica Bayus | 52. Patricia Keene |
| 10. Nancy Benge | 53. Diane Knepper |
| 11. Nicholas Benya | 54. Rodney Koch |
| 12. Christopher Bernhoffer | 55. Jane Konz |
| 13. Deborah Bettencourt | 56. Kayla Kowalski |
| 14. Emily Bishop | 57. Charity Krouse |
| 15. Tyler Bitz | 58. Haley Kubicki |
| 16. David Bowser | 59. Jacob LaPoint |
| 17. Rebecca Brugger | 60. LuAnne Larson |
| 18. Christopher Burkart | 61. Cynthia Leffler |
| 19. Joyce Calmes | 62. Rebecca Lewis |
| 20. Delaney Cavanaugh | 63. Brian Lieberman |
| 21. Nathan Chambers | 64. Nathan Logan |
| 22. George Chatzidakis | 65. Mark Longley |
| 23. Johanna Deck | 66. Mary Loy |
| 24. Kathy Dimitroff | 67. Sara Lucid |
| 25. Summer Dodson | 68. Marc Malley |
| 26. Susan Dubendorfer | 69. Tricia Manner |
| 27. Robert Dunlap | 70. Thomas McRitchie |
| 28. Jennifer Engelmann | 71. Brittany Melden |
| 29. Penni Fields | 72. Tabitha Meridieth |
| 30. Lisa Flowers | 73. Anastasia Michalak |
| 31. Marsha Frank | 74. Sandra Miller |
| 32. Jeanne Friedel | 75. Monica Mulac |
| 33. Debra Gensler | 76. Cody Murnen |
| 34. Sharon Gigandet | 77. Vivian Nelson |
| 35. Angela Giovannucci | 78. Terrell Nodine |
| 36. Elizabeth Grimm | 79. Thomas Nolan |
| 37. Heather Guinn | 80. Carol Norton |
| 38. Laura Hall | 81. Sarah O'Brien |
| 39. David Hamen | 82. Ryan Ochmanek |
| 40. Cheryl Hannigan | 83. Haley Paonessa |
| 41. Laila Hanson | 84. Rebecca Petree |
| 42. Autumn Harris | 85. Charles Pfeifer |
| 43. Tiffany Henisse | 86. Agata Piestrak |

Personnel
Items 1 of 3-
Continued:

- | | |
|---------------------------|--------------------------|
| 87. Allison Pinkelman | 104. Terrie Stong |
| 88. Roger Rice | 105. Heather Szymanski |
| 89. Breanna Richards | 106. Andrea Thomas |
| 90. Christian Richeson | 107. Susan Townsend |
| 91. Kelly Robb | 108. Jan Tropsf |
| 92. Lisa Roe | 109. Mary Twining |
| 93. David Roshong | 110. Lisa Urie |
| 94. Kerry Rubin | 111. James Vance |
| 95. Arlene Rubinoff | 112. Winfield Vernier |
| 96. Heather Saenz | 113. Marlene Wainer |
| 97. Badiollah Sayyar | 114. Chelsea Waller |
| 98. Tracey Simmons-Colvin | 115. Patricia Weaver |
| 99. Betsy Skiver | 116. Christopher Wilhelm |
| 100. Lindsay Skrzniecki | 117. Shelby Willhahn |
| 101. Mary Smith | 118. Leah Williams |
| 102. Christopher Sparks | 119. Mitzi Winzeler |
| 103. Morgan St. Julian | 120. Shelley Worth |

C. Substitute Classified Personnel

- | | |
|-------------------------|--------------------------------|
| 1. Brenda Allen | 28. Lila Croley |
| 2. Kelly Alspaugh | 29. Dylan Deiter |
| 3. Christine Arvay | 30. Jack Dickason, Jr. |
| 4. Laurey Baer | 31. Wesley Doxsie |
| 5. Jennifer Bal | 32. Melissa Dunne |
| 6. Nicole Barth | 33. John Eisenhauer |
| 7. Austin Bennett | 34. Dennis Fall |
| 8. Barbara Bernhard | 35. Nicole Fielding |
| 9. Brian Betz | 36. Prince Flores |
| 10. Smantha Billingsley | 37. Avion Franklin, Jr. |
| 11. David Bonner, III | 38. Patrick Gaghen |
| 12. Tiffany Borders | 39. Israel Garrett |
| 13. Brittanie Brillhart | 40. Susan Gladieux |
| 14. Brian Brooks | 41. Mayra Gonyer |
| 15. Barbara G. Brown | 42. Sylvia Gresham |
| 16. Rebecca Brugger | 43. Marilyn Gritzmaker-Vollmar |
| 17. Sandra Calverd | 44. Annette Grzechowiak |
| 18. Philip Carroll | 45. William Hall |
| 19. Debra Champagne | 46. Anneliesje Hamid |
| 20. George Chatzidakis | 47. Benjamin Hamilton |
| 21. Debra Cicerella | 48. Ronald Hanf |
| 22. Candace Clay | 49. Craig Hanna |
| 23. Ida Cole | 50. Talli Harman |
| 24. James Cooper | 51. Patricia Harrel |
| 25. Gail Cousino | 52. Teresa Harris |
| 26. Andre Cowell | 53. Tracey Hawkins |
| 27. Bonnie Crammond | 54. Jane Helfer |

- | | |
|-------------------------|---------------------------|
| 55. Darren Heminger | 102. Jerold Preston |
| 56. Pamela Honn | 103. Stephen Przymierski |
| 57. Ashley Huff | 104. Bernard Rachuba |
| 58. Marnie Hutchison | 105. Gilbert Redfox |
| 59. Christine Hutson | 106. George Redmond |
| 60. Diana Iott-Cherko | 107. Frank Reidy |
| 61. Brooke Jackson | 108. Trilby Revels |
| 62. Carolyn Jacobs | 109. Sara Rodriguez |
| 63. Karly Jacobs | 110. Lisa Roe |
| 64. Megan Johnson | 111. Sally Rude |
| 65. Linda Kalucki | 112. Miranda Rutkowski |
| 66. Zachary Kasch | 113. John Rybarczyk |
| 67. Marc Kasly | 114. Sandra Sabecki |
| 68. Alexa Keller | 115. Robin Samples |
| 69. Erin King | 116. Daniel Sams |
| 70. Andrea Knaggs | 117. Robyne Sanders |
| 71. Lillian Koepplinger | 118. Marilyn Schnapp |
| 72. Carol Kruthaup | 119. Sandy Schultz |
| 73. Alicia Laney | 120. Sierra Sharp |
| 74. Sean LaPlante | 121. Michael Shea |
| 75. Sandra Lenz | 122. Courtney Sifuentes |
| 76. Raymond Leroux | 123. David Simrell |
| 77. Ashley Lipscomb | 124. Karen Singer |
| 78. Amy Managhan | 125. Michael Skotynsky |
| 79. Tricia Manner | 126. Chrysa Smedlund |
| 80. Jeffrey Matuszewski | 127. Patricia Snare |
| 81. Elizabeth Maybee | 128. Ethan Snook |
| 82. Brook McCaskill | 129. Tracey Spittler |
| 83. Ashley McDonald | 130. Tim Steedman |
| 84. Michelle McGrew | 131. Latoya Swain |
| 85. Cheryle McMurray | 132. Linda Szych |
| 86. Chelsea Messick | 133. Morgan Tate |
| 87. Kyle Meyer | 134. Jerry Taylor |
| 88. Anastasia Michalak | 135. Jacob Terry |
| 89. Carol Michalak | 136. Lisa Thoman |
| 90. Tammi Mills | 137. Shurell Tidwell |
| 91. Yvonne Minor | 138. Annmarie Trace |
| 92. Destinee Montez | 139. Wesley Vance |
| 93. William Nemon | 140. Heather Walker |
| 94. David Niezgod | 141. Chelsea Waller |
| 95. Ashley Oliver | 142. Steven Watkins, Jr. |
| 96. Judith Omey | 143. Vern Watrol |
| 97. Ashley Peters | 144. Edward Weideman, Jr. |
| 98. Kristin Phillips | 145. Ingrid Wenman |
| 99. Agata Piestrak | 146. Diana Wenzel |
| 100. Mark Pollauf | 147. Sophia Westcott |
| 101. Annette Poulson | 148. Chandra Whetstone |

Personnel
Items 1 of 3-
Continued:

Personnel
Items 1 of 3-
Continued:

- | | |
|----------------------|--------------------|
| 149. William White | 152. Thomas Youngs |
| 150. Ryan Wolf | 153. Donna Zazzi |
| 151. Andrea Yarnboon | 154. Nancy Zimmer |

D. Home Instruction Personnel @ \$28.08/hr.

- | | |
|--------------------------|-------------------------------|
| 1. Denise Amirhamzeh | 27. Thomas LaPoint |
| 2. Molly Badovick | 28. Sara Ledzianowski |
| 3. Jonathan Bartsch | 29. Douglas LeFevers |
| 4. Heather Binns | 30. Suzanna Leone |
| 5. Lauren Boudreaux | 31. Mary Loy |
| 6. Rebecca Brugger | 32. Leanne Meiring |
| 7. Jeffrey Christoffers | 33. Tabitha Meridieth |
| 8. Marisa Crespo | 34. John Mohn |
| 9. Bradley Densmore | 35. Sarah Morrin |
| 10. Dana Edmonds | 36. James Nino |
| 11. Michelle Falor-Trost | 37. Ellen Palmer |
| 12. Beverly Fandrey | 38. Nicole Peer |
| 13. Marsha Frank | 39. Eric Puffenberger |
| 14. Sarah Frost | 40. Heidi Rao |
| 15. Jodi Fryman-Reed | 41. Renee Shane |
| 16. Courtney Garcia | 42. Sarah Snell |
| 17. Autumn Harris | 43. Harry R. Snodgrass |
| 18. Mindi Hazuda | 44. KaSandra Spain |
| 19. Kelly Heintl | 45. Cassandra Studnicha-Kusic |
| 20. John Kazmaier | 46. Brent Teall |
| 21. Kimberly Kazmaier | 47. Ryan VanSlambrouck |
| 22. Christine Kimmey | 48. Cathryn Vaughan |
| 23. Marya Knuth | 49. Roxanne Ward |
| 24. Jane Konz | 50. Nicholas Whetstone |
| 25. Susan Krecioch | 51. Karen Wilhelm |
| 26. Haley Kubicki | 52. Shelley Worth |

7. CHANGE OF CONTRACTS

A. Administrative Personnel

- | | |
|------------------|--|
| 1. Theresa Brown | From Elementary Principal – Jackman,
Sched. 2, Step 7 @ \$100,466 + Educ. Stipend
\$1,800 = \$ 102,266 to Elementary Principal –
Jackman, Sched. 2, Step 7 @ \$100,466 + Educ.
Stipend \$3,600 = \$104,066
Effective: August 1, 2019 |
|------------------|--|

B. Certified Personnel

1. Robert Brown Whitmer
 From Trng. 4.5 (B.A.+18), step 12 @
 \$69,174 to Trng. 5.5 (M.A.+18), step 12
 @ \$73,838
Effective: 2019/20 school year
2. Mari Tate Greenwood
 From Trng. 5 (M.A.), step 24.5 @ \$87,828
 To Trng. 5.5 (M.A.+18), step 24.5 @
 \$90,160
Effective: 2019/20 school year

C. Classified Personnel

1. Angela Jacobiak From Secretary – Warehouse – 12 months
 (4 hrs./day) to Secretary – Shoreland – 200 Work
 Days (8 hrs./day). No change in Schedule, Step, or
 Hourly Rate.
Effective: April 8, 2019
2. Jennifer Jensen From Nutrition Service Worker – Jefferson
 (2 hrs./day), Sched. 0, Step 1 @ \$14.24/hr. to
 Secretary – Warehouse – 12 months (4 hrs./day),
 Sched. C, Step 0 @ \$20.92/hr.
Effective: April 15, 2019
3. Jessica Lipscomb From Safety Aide – Wernert (2 hrs./day), Sched. K,
 Step 2 @ \$16.38/hr. to Custodian –
 CTC/Meadowvale (8 hrs./day), Sched. D, Step 0 @
 \$18.81/hr.
Effective: April 29, 2019
4. Tricia Pakluski From Secretary – Shoreland – 200 Work Days
 (8 hrs./day) to Secretary – Whitmer/CTC – 12
 Months (8 hrs./day). No change in Schedule, Step
 Or Hourly Rate.
Effective: May 27, 2019

D. Extended Time

1. Robert Brown From Dean – 2 Days @ \$743.80 to
 Dean – 2 Days @ \$793.96
Effective: 2019/20 School Year

Yes: Mr. Sharp, Mr. Ilstrup, Mr. Hughes, Mr. Hunter (4)
 Abstain: Ms. Canales (1)

Personnel
Items 2 of 3:
104-5/19

It was moved by Mr. Ilstrup and seconded by Mr. Sharp to accept the Superintendent's recommendation that the Board of Education approve, via consent motion, personnel items 2 of 3 as presented:

1. NOMINATIONS - 2019/20

A. Certified Personnel - Limited Contracts

1. Daniel Hunter
2. Julie Hunter

B. Extra Duty Index Personnel

- | | | |
|--------------------|--|-------------|
| 1. Julie Hunter | #9S-32 Int Spec/Instr Tutor Ann Stipend \$ | 1,500.00 |
| 2. Michelle Hunter | #215L-3 Jr Hi Curr Facil-Jeff-Science | \$ 4,978.00 |

Yes: Mr. Ilstrup, Ms. Canales, Mr. Hughes, Mr. Sharp (4)
Abstain: Mr. Hunter (1)

Personnel
Items 3 of 3:
105-5/19

It was moved by Mr. Sharp and seconded by Mr. Hunter to accept the Superintendent's recommendation that the Board of Education approve, via consent motion, personnel items 3 of 3 as presented:

NOMINATIONS - 2019/20

A. Certified Personnel - Limited Contracts

1. Kristian Ilstrup

B. Extra Duty Index Personnel

- | | | |
|---------------------|--|----------|
| 1. Kristian Ilstrup | #9S-34 Int Spec/Instr Tutor Ann Stipend \$ | 1,500.00 |
|---------------------|--|----------|

Yes: Ms. Canales, Mr. Hughes, Mr. Hunter, Mr. Sharp (4)
Abstain: Mr. Ilstrup (1)

Adjournment:
106-5/19

It was moved by Ms. Canales and seconded by Mr. Hunter that this meeting be adjourned at 10:43 p.m.

Yes: Mr. Hughes, Mr. Hunter, Mr. Sharp, Mr. Ilstrup, Ms. Canales (5)

Let the record show that an audio recording of this meeting has been made and is on file in the Office of the Treasurer.

Approved: _____
(President)

Attest: _____
(Treasurer)

**WASHINGTON LOCAL SCHOOL DISTRICT
FIVE-YEAR FORECAST – MAY 2019 - ASSUMPTIONS**

REVENUE

Our forecasted revenue has increased from the October 2018 Forecast to the May 2019 Forecast. This is mainly attributed to higher real estate tax collections of over \$500,000 from the October forecast.

However, going forward we expect our revenue to continue being stagnant. Washington Local Schools has continued for over a decade to have serious revenue issues as we have had little or no growth in our revenue. The only exceptions that occur in our total revenue growth are when we passed a new tax levy or had a significant increase in state aid.

This lack of revenue growth negatively impacts our current and our future district finances as our expenditures continue to increase each year which increases our annual budget deficits.

Our state aid increased by 3% in 2019 and we have forecasted a 3% increase in future years; however the annual decline in personal property tax loss payments eliminates over half of the forecasted state aid increase. We also continue to have challenges in our real estate tax collection and inconsistent collections. We continue to be hopeful that the State will constitutionally fund the schools in Ohio with the start of eliminating the cap on state aid. However, as the state aid we will be receiving in four months is unknown, we are forecasting a 3% increase.

We have maintained our revenue unchanged from 2022 to 2023 due to the difficulty and inaccuracy of forecasting four years from 2019.

Real Estate Taxes

The Real Estate Taxes are again forecasted conservatively and are based upon the County Auditor estimates. We are hopeful that we will receive more than we have forecasted but we still have inconsistencies in real estate tax collection which makes forecasting a challenge. This is demonstrated with the varying tax collections that the district receives each settlement as presented in the following paragraph.

The July real estate tax collections (Second Half – Calendar Year) that we received in 2015 was \$18.5 million, in 2016 was \$18.7 million, in 2017 was \$18.2 million, and in 2018 we received \$18.5 million. The January real estate tax collections (First Half – Calendar Year) that we received in 2016 was \$18.5 million, in 2017 was \$18.3 million, in 2018 it was \$18.9 million, and in 2019 was \$19.5 million. 2018 included tax refunds which reduced our real estate tax collections by over \$400,000 (Franklin Park Mall). The Franklin Park Mall declined in value from \$252 million to \$232 million. This resulted in a major tax refund and lowered future tax collections.

In calendar year 2015 (for calendar year 2016 tax collections) the three-year county-wide valuation update took place. We had a decrease of less than 1% in our total valuation. This was actually good news as our residential valuation decreased by 19% and our commercial valuation decreased by 4% in 2012. In 2009, residential valuation was decreased by 15% and commercial valuation was

unchanged. We did have an increase in valuation in calendar year 2018 which increased our total assessed valuation by 6.3%. **This was our first increase in assessed valuation since 2006.**

We received \$36.9 million in 2016, \$37.1 million in 2017 and \$37.0 million in 2018 in real estate tax revenue. We are forecasting \$38.0 million in 2019 and \$38.2 million in 2020 and for all future years.

The inconsistent real estate collections can also be partially attributed to recent Lucas County accounting system changes which makes real estate revenue very difficult to forecast not only recently but in future years as well.

The estimating of delinquent taxes to be paid is also difficult to forecast as payments have been fluctuating year to year, and settlement to settlement. Washington Local is still experiencing significant commercial tax appeals. We have been successful in defending many of these tax appeals but unsuccessful in others. These tax appeals are in addition to the Franklin Park Mall tax appeal. These tax appeals not only cause tax refunds but also lower future property tax collections. **It is expected that many tax appeals will continue in future years, including Franklin Park Mall, which has appealed their values again in January 2019.** Also Sears and Elder-Beerman have closed in our district and have even appealed their current property values as well as Kohl's department store.

We have received a few increases in valuations as commercial property is sold within our district and we successfully appealed their valuations. In 2022 (tax collection January 2023), the Costco and related development abatement will end and real estate taxes will begin to be paid. This should be a significant increase in our real estate collection, however the exact amount is not yet known. We also expect that Costco and the related Westgate developments will also appeal their property valuations.

Our total assessed valuation has decreased from \$1.25 billion in calendar year 2006 to \$908 million in calendar year 2011 to \$778 million in calendar year 2012 (and 2013) and declined again to \$762 million in calendar year 2017. **In 2018 we had our first increase since 2006 as our assessed valuation increased to \$810 million.**

Personal Property Taxes

Personal property tax revenue was \$11.8 million in 2005, \$10 million in 2006, \$8.9 million in 2007, \$7.3 million in 2008, \$3.3 million in 2009, \$1,325 in 2014, \$25,598 in 2015, \$1,379 in 2016, and \$0 in 2017 and 2018. The significant decline in personal property tax payments is directly due to the affects of HB 66. This revenue source is now insignificant. Since it is subject to delinquencies only and any payments are sporadic, we are projecting \$346 in 2019 and \$0 in all future years for delinquent personal property tax collections. **As this revenue will not be coming back, this will always be a major revenue loss for our district.**

State Aid

Our ADM was increasing but has stabilized the past several years; increasing from 6,569 in 2010, 6,738 in 2012, 6,865 in 2014, 7,050 in 2016, 7,073 in 2017, and 7,054 in 2018. We expect our ADM to be 7,044 in 2019. However, the State has changed how ADM is calculated. The ADM is more of an average than a fixed number that was previously determined in October. This has had no impact on our funding as we were \$11.1 million over the state mandated cap in 2014, \$10.2

million in 2015, \$13.5 million in 2016, and \$13 million in 2017, and \$14.9 million in 2018. **We are forecasting to be \$14.6 million over the cap in 2019.**

Over six years (2014-2019), our state aid has been reduced by over \$77.0 million because of the cap.

The Great Recession had a significant negative impact on our district as our property values have significantly declined for the past ten plus years.

However, it can also be stated that the State Legislature had a more significant negative impact on our district with the elimination of the Personal Property Tax and capped State funding.

Under past school funding legislation, the additional students we are enrolling, combined with the decreasing assessed valuation **would have resulted in a significant increase in state aid revenue for the past several years.** However, as the State was developing a new school funding model, our state aid was less than if the previous school funding formula was being utilized. There was another new school funding formula in 2014 (currently in use) for public schools in Ohio that recognizes our increasing enrollment and significant property valuation decreases. However, the increase in our funding based on the new state aid formula system **is capped.** The amount of the cap was 6.25% in 2014, 10.5% in 2015, 7.5% in 2016, 7.5% in 2017, 3.0% in 2018 and 2019. The effect of the cap reduced our state aid as noted above. If we would receive the funds that the state formula requires, we would not need to be on the ballot.

Unrestricted State Aid (Includes Casino Funding)

Based on **current legislation**, we are forecasting \$29.4 million in 2019 for unrestricted state aid (includes casino funding of \$370,082), and are forecasting to receive \$30.3 million in unrestricted state aid in 2020, \$31.2 million in 2021, and \$32.1 million in 2022 and 2023.

The State legislature and the Governor have proposed new school funding for 2020 and 2021. As these proposals are not finalized, we maintain a 3% state aid increase in 2020 and 2021 which is the same as 2018 and 2019. We are hopeful that the state aid will increase more than 3% due to the State's economy, the recent discussions about school funding in Ohio, as well as the Governor and Legislature proposals.

Based on our steady enrollment the past few years, the significant decline in WLS' property values, the current annual cap increases, **AND IF** the current funding systems continues, it is likely we will receive continual increases in our state aid in future years. However, these increases are being offset by the reduction in our personal property tax loss payments of \$900,000 in 2017 and these payments will be reduced by \$480,000 in 2019 and all future years.

Casino revenue is also recorded as state aid. Two casinos began operating in Ohio in the spring of 2012, another in October 2012, and the fourth casino began operation in March 2013. The public school districts' share of this revenue is

distributed in January and August of each year; the first payment was made in January 2013. The payment is based on the public school's enrollment.

We received casino revenue of \$143,330 in 2013, \$345,493 in 2015, and \$350,039 in 2017, \$361,182 in 2018, \$370,082 in 2019, and are forecasting \$370,000 in 2020 and all future years.

Restricted State Aid

A new funding source was created with the new state school funding system. The economic disadvantaged funding was \$1.1 million in 2014, \$875,332 in 2015, and \$907,012 in 2016, \$947,457 in 2017, \$901,925 in 2018 and forecasted to be \$868,517 in 2019 and is forecasted to increase by 3% in future years. Our overall funding will not increase as we are capped. **This additional funding just reduced our unrestricted state funding.**

Restricted state aid includes Career-Tech funding of \$762,832 in 2014, \$904,745 in 2015, \$1.1 million in 2016, \$1.2 million in 2017 and 2018, and forecasted at \$1.3 million in 2019 and is forecasted to increase by 4% in all future years. This is an increase from 2013's Career Tech funding of \$456,091. Again, our overall funding did not increase prior to 2017. **Like the economic disadvantaged funding, this additional funding just reduced our unrestricted state funding prior to FY 2017. In FY 2017 and all future years, CTC funding is not affected by the cap.**

Catastrophic Cost

This funding reimburses the expenses for special education students that exceed a certain dollar amount threshold to educate each year, which is generally around \$30,000 per year per student. We received \$69,155 in 2011, \$103,811 in 2013, and \$0 in 2014. The 2014 payment of \$229,821 was delayed and was received in 2015. When added to the 2015 payment of \$152,576, we received a total of \$382,397 in 2015, \$107,531 in 2016, \$77,380 in 2017, \$115,810 in 2018 and are forecasting \$116,000 in 2019 and in all future years. These reimbursements were only a percentage of what the actual costs were that we had incurred.

Property Tax Allocation

Property tax allocation includes the personal property tax loss (hold harmless) payments made to the district from the State. These payments are **only partially** replacing the personal property taxes we would have received prior to HB 66.

As our personal property tax revenue was significant, the personal property tax loss payments are also significant. We received \$8.7 million in 2011. HB 1 extended the hold harmless provisions of HB 66 until 2013 and we were expected to receive \$8.7 million in 2012 and 2013. However, due to legislative changes at that time, these payments were reduced to \$7.4 million in 2012 and \$6.1 million in 2013. Again due to recent legislative changes, these payments were reduced another time to \$5.2 million in 2016, \$4.3 million in 2017, and \$3.9 million in 2018. These payments will continue to decrease each year by approximately \$480,000 beginning in 2018 and continuing each year until they are eliminated. We are forecasting \$3.4 million in 2019, \$2.9 million in 2020, and \$2.4 million in 2021, and \$1.9 million in 2022 and 2023. Even though we expect the decrease to continue, we have kept all revenue unchanged from 2022 to 2023. Also, as this reduction is based on current valuations and our property valuations increased this year, it is likely the reduction in personal property tax loss will also increase from the current \$480,000 per year.

Homestead exemption and rollback receipts are recorded in Property Tax Allocation. The homestead and rollback was \$4.2 million in 2016, and 2017 and \$4.1 million for 2018 and we are forecasting \$4.0 million in 2019 and \$3.9 million in 2020 and all future years.

Other Revenue

Abatement Revenue

Due to the elimination of the personal property tax, abatement revenue pertaining to personal property was also eliminated. Abatement revenue was \$3.3 million (\$1.9 million from DaimlerChrysler) in 2005, \$2.7 million (\$1.7 million from DaimlerChrysler) in 2006, \$1.8 (\$1.2 million from DaimlerChrysler) in 2007, \$1.1 million in 2008, \$430,000 in 2012, \$313,271 in 2016, \$377,793 in 2017, and \$360,271 in 2018. Abatement revenue is forecasted to be \$515,000 (GM Payment) in 2019 and for all future years. The majority of abatement payments we received were previously based on personal property. As the personal property tax has been eliminated, less abatement payments are being made. **The State is not reimbursing for these lost abatement payments.**

The current GM expansion at the Alexis Road facility has begun generating an annual payment of \$155,000 in 2019 and payment will be made for fifteen years.

Tax Increment Financing (TIF) Payments

We receive payments for the DaimlerChrysler plant expansion and Westfield Franklin Park Mall for Tax Increment Financing (TIF) abatements. We received \$4.3 million in 2016 and 2017, and \$4.5 million in 2018 and forecasting \$4.5 million in 2019 in all future years.

Interest Revenue

As interest rates have increased our interest earnings are also increasing. Interest earnings were \$76,331 in 2016, \$189,172 in 2017, and \$444,489 in 2018. We are forecasting interest earnings to be \$745,000 in 2019, \$715,000 in 2020, and \$500,000 in 2021, and \$300,000 in 2022 and 2023.

Medicaid Revenue

Our Medicaid revenue was \$421,904 in 2016, \$638,162 in 2017, and \$416,785 in 2018. In 2019 we are forecasting \$858,368 which includes an additional year of settlement (\$373,368). In future years, we will return to an annual settlement, we are forecasting \$547,750 in 2020 and all future years.

Other Financing Sources

Advances-In

We annually make advances to the Food Service Fund and the Federal Funds to maintain a positive fund balance. As these advances are loans, they are returned each year. We have advanced \$400,000 in 2016, 2017, 2018, 2019 and forecasting \$400,000 in all future years.

EXPENDITURES

We will continue to annually appropriate (budget) at 100 percent. However as we do not expend 100 percent of our budget, we reduced individual line items by a percentage amount ranging between .5% and 8% to reduce our total forecasted expenditures by a total of 2% for 2019 and all future years. Therefore, we are forecasting to expend 98.5% of our budget in 2019 and are forecasting 98% in 2020 and all future years. We expended 98.2% in 2016, 97.9% in 2017, 97.4% in 2018, and are currently forecasting 98.5% in 2019. We have maintained 2023 expenditures (and revenue) unchanged from 2022 based upon the difficulty of forecasting expenditures (and revenue) four years from 2019.

Personal Services

In 2016, per the negotiated agreement, teachers received a 1.5% base increase (offset by increase in monthly healthcare contributions) and non-teaching staff received a 1.25% base increase (no change in monthly healthcare contributions). All employees received their normal steps and longevity increases if applicable.

OAPSE and TAWLS received a 3% increase in 2017 and a 2.5% increase in 2018. These salary increases were offset by increases in employee monthly contributions and reductions in the healthcare coverage.

Based on TAWLS negotiated agreement, TAWLS' members received a 2% base increase in 2019 and will receive 2% base increase in 2020 in addition to their step increases. Also each special education teacher received a stipend of \$1,500 per year beginning in 2019 and in all future years.

In 2015 we reduced 4 junior high teachers, business manager, power plant operator, and a ½ secretary. In 2016, a reduction in classroom aides' hours from eight hours per day to seven hours per day occurred. However these reductions were offset by the hiring of additional classroom aides. In 2016 we added 2 part time secretaries, 3.4 tutors, as well as bus monitors during the school year. In 2017 we hired (General Fund only) 4 Instructor/Tutors, 1 Proficiency Tutor, 2 teachers, and due to grant restrictions needed to move 1 teacher to the General Fund. We also added 2 half-time custodians (elementary building addition) and 1 classroom aide.

We also made a \$250 payment in 2017 to all employees (excluding administrators) per the negotiated agreements.

In 2018, we eliminated all proficiency tutor positions which included 13 General Fund proficiency tutor positions. We also eliminated 2 secretary positions and 1 coordinator position. These staff reductions were partially offset by the addition of 1 Administrator (Attendance Specialist) and 5 classroom aides.

In 2019, we increased special education supervisors from 10 month employees to 12 month employees. We added 2 special education teachers, 1 special education tutor, 5 classroom aides, and 1 elementary teacher. The special education tutor and classroom aides are being charged to Federal Grants for 2019 and 2020. However in 2021 it is expected that we may need to move special education staff from the federal grant into the General Fund. We also increased a psychologist by .4 FTE. The psychologist will be a purchased service. We also reinstated our communications coordinator position in late 2019. We have not forecasted any increase in staffing for 2020.

State Teachers Retirement System (STRS) made significant changes to retiree benefits for retirees who retire after June 30, 2015. As the STRS changes evolve in future years, it is likely we will begin to see less annual teacher retirements than we have had in the past. **As a beginning teacher makes less than half of an experienced teacher, the lower teacher retirements have begun affecting (increasing) the future salaries as teachers will be extending their working years.** Therefore, our total teacher salaries will be increasing at a higher rate than past years due to lack of teacher retirees.

The addition of any new staff has a significant negative impact on our budget.

There is no additional staff included in the budget for 2020 or future years.

Benefits

Healthcare costs increased by 13.8% in 2014, 8.22% in 2015, and 3.74% in 2016, 4.0% in 2017 and 3.5% in 2018. In 2014 we became partially self-insured for our healthcare which has slowed and now eliminated our annual health insurance increases.

Based on the solvency of our self-funded health insurance and the significant deficits we are forecasting, we reduced our health care premium by 10% in January 2019.

This reduction in premium rates will save the district approximately \$500,000 in 2019 and \$1 million in 2020 and all future years. This reduction has a significantly positive impact (decrease) on our budget deficit in 2019 and in future years and will have a significantly positive impact (increase) in our future fund balances. We are forecasting an increase of 0.0% in 2020 and 2021 and 4.0% increase in 2022.

Based on negotiated agreements we have made significant changes to our benefits and increased the employees' monthly contributions, this has slowed our healthcare increases. In 2019 and 2020 our employee copays increased for urgent care and emergency room visits. We kept 2023 healthcare costs unchanged from 2022.

We are also self-funded for dental insurance. We incurred a 10% increase in dental premiums for 2013, 20% increase in 2014, 10% increase in 2015 and 2016, 7.5% in 2017, 0.0% increase in 2018, **a 10% reduction in 2019** and are forecasting 4.0% in 2022 and all future years. The previous increases reflected the higher claim costs we were experiencing but have now stabilized.

We continue to add more employees and their dependents to our healthcare and dental policies during our open enrollment process. Even though our premium rate increases have slowed, with increased employee enrollment, our future costs may increase as the number of enrollees increase.

The Workers' Compensation forecasted expenditures have stabilized even as our salary costs have increased. Our retrospective paid claims were \$366,163 in 2010, \$74,802 in 2013, \$130,913 in 2014, and \$37,422 in 2015 and in 2016 we actually received a credit of \$10,810 due to subrogation of a few claims. The 2017 paid claims were \$21,523 and paid claims were only \$954 in 2018. We have been very proactive with our workers' compensation in the past few years and it appears our efforts are generating savings to the district. Our claim history improved so dramatically that we have been in the Ohio School Boards Association Workers'

Compensation pool since 2016 which is resulting in the lower retrospective claim payments.

The payments (premiums and paid claims) made to Bureau of Workers' Compensation have been steadily declining the past few years. Our total worker's compensation costs reached a high of \$804,676 in 2010. In recent years it has been \$427,302 in 2012, \$291,143 in 2014, \$255,932 in 2016, \$206,756 in 2017 and \$167,575 in 2018. We are forecasting our workers' compensation costs, premiums and paid claims at \$203,416 in 2019, and \$250,000 in 2020 and all future years.

We also received \$153,298 (all funds) for a one-time rebate in 2014 and \$161,781 (all funds) in 2015 for past workers' compensation costs. We also received a rebate of \$194,099 in 2018 and received rebate of \$203,816 in 2019. These payments are recorded as other revenue. It is possible that we may also receive another rebate in future years, but that is not included in our forecast.

School Employee Retirement System (SERS) charges were always paid in arrears. SERS will have the arrears brought to current over a six year period of time. This annual payment was estimated to be approximately an additional \$136,000 and was completed in 2017.

Purchased Services

We have significant Educational Service Center costs. In 2017, based on State recommendations, we began recording these expenditures as purchased services instead of Other Objects. This had no impact on total expenditures; this was just a reclassification of expenditures.

The Educational Service Center (ESC) charges were \$2.1 million in 2012 and 2013, \$3.6 million in 2014, \$2.2 million in 2015, \$1.7 million in 2016, and \$1.9 million in 2017 (additional occupational therapist and speech therapist).

The ESC contract was \$1.8 million in 2018 (less students being served), \$2.1 million in 2019, \$2.2 million in 2020, and \$2.3 million in 2021 and 2022.

Based on changes in state funding that reduced the funding to all ESCs in Ohio, our ESC charges were increased significantly in 2014. We made the decision at that time to employ our own personnel for psychologists, speech therapists, occupation therapists, and teaching staff that were previously supplied by the ESC in previous years. However we still receive significant services from the ESC.

Our charter school expenditures were \$2.7 million in 2015, \$2.4 million 2016, \$2.7 million in 2017, and \$2.6 million in 2018. We have forecasted charter school expenditures to be \$2.65 million in 2019, \$2.75 million in 2020, and \$2.85 million 2021 and all future years.

Electric and natural gas charges were \$1.9 million in 2009, \$1.4 million in 2010, \$1.1 million in 2011, \$1.0 million in 2012, \$950,000 in 2013, \$1.2 million in 2014, \$1.5 million in 2015, \$1.2 million in 2016, \$1.1 million in 2017, and \$1.2 million in 2018. We are forecasting electric and natural gas charges of \$1.2 million in 2019, \$1.4 million in 2020, \$1.5 million in 2021 and all future years. As natural gas rates are at historical lows, the past few years have had much lower utility cost than would normally be expected but utility rates have begun to increase. Also when Whitmer was air conditioned the estimated annual cost was \$250,000.

We were hopeful that beginning in 2017 and in future years, our electric charges will begin to decrease from the previous levels due to the undertaking of the HB 264 project in 2016. This project is complete and we are experiencing savings, however our electricity supplier has and will be increasing their rates. Additionally we have installed window air conditioners in every classroom that did not have air conditioning.

Supplies

We continue to review our budgets each year which previously resulted in lower actual expenditures in these budgets than originally forecasted. We do not expect this to continue as we purchase new curriculum materials and start new educational programs.

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Instructional Supplies	\$603,000	\$693,000	\$1,019,000	\$1,092,000
Software Expenditures	\$174,000	\$120,000	\$ 234,000	\$ 166,000
Maintenance Supplies	\$686,000	\$674,000	\$ 700,000	\$ 760,000
Bus Maintenance & Fuel	\$531,000	\$389,000	\$ 410,000	\$ 431,000
Textbooks	\$148,000	\$364,000	\$ 85,000	\$ 288,000

We are forecasting our instructional supplies to be \$875,000, software to be \$95,000, maintenance supplies to be \$715,000, and bus maintenance supplies and fuel to be \$480,000, textbook and electronic materials to be \$630,000 in 2019.

In 2020 and future years we are forecasting instructional supplies to be \$945,000 software to be \$200,000, maintenance supplies to be \$720,000, and bus maintenance supplies and fuel to be \$525,000 (Fuel cost increasing). We are forecasting our textbook expenditures to be \$435,000 in 2020 and in future years.

Capital Outlay

Capital Outlay expenditures, on this forecast, are generally used for technology equipment and career-technical equipment. However in 2016, 2017, and 2018, capital outlay included HB 264 expenditures. Also 2016 included the purchase of land for \$215,000 next to Shoreland Elementary School. Our Capital Outlay was \$2.1 million in 2016, \$1.9 million in 2017, and \$2.1 million in 2018. We have forecasted \$1.2 million in 2019 and \$1.1 million in 2020 and all future years. We did purchase a former church property by Shoreland Elementary for \$100,082 in 2019.

We expended \$761,358 in 2016, \$853,280 in 2017, and \$964,091 in 2018 for HB 264 projects. HB 264 projects included LED lighting as well as boiler and chiller replacements. As these are HB 264 projects, we expect these energy conservation projects to pay for themselves over a period of time. Also, unlike most energy conservation projects, we funded these projects with cash instead of borrowing the funds. We are considering continuing these upgrades in future years as the project (Whitmer High School LED lighting) will be able to fund itself with continued energy savings. However as we have recently installed LED lighting in all facilities except Whitmer, we want time between the LED installations to allow better budgeting/cash flows when these lights need replaced. Also as we are exploring the OFCC option it may be possible through the ELPP that the State of Ohio will pay 80 percent of the cost if we are accepted.

Due to the previous budget deficits and restraints to our budgets, buses, motor vehicles, and equipment purchases (except technology and CTC equipment) have been moved to the Permanent Improvement Fund. Current Capital Outlay expenditures are being monitored and may be moved to the Permanent Improvement Fund in future years due to our ongoing budget deficits and declining fund balance. The movement of other capital outlay (buses, vehicles, and equipment) from the General Fund to the Permanent Improvement Fund reduced the amount of funds available for district building projects and site improvements.

Also, based on possible building improvement projects in the Permanent Improvement Fund, the possibility of moving General Fund expenditures to the Permanent Improvement Fund is unlikely in future years.

Unlike nearly every other district, Washington Local Schools does not have bonded debt. We have been improving and repairing our buildings instead of replacing our buildings. We did borrow \$10 million in FY 2013 for the replacement of the Whitmer High School HVAC system. **The debt service on this debt is being paid from the Permanent Improvement Fund.**

Due to the low interest rates we are earning on our investments and the higher interest rate on our debt, as well as our large cash balances, consideration was given to refinance or eliminate our outstanding debt by shortening the loan's term or the General Fund just paying off the debt. However based on our General Fund deficits, future capital project needs, and the reasonable interest rate on the HVAC debt, we decided to maintain the current debt structure.

Other Objects

These are mainly Lucas County auditor/treasurer fees.

Our auditor/treasurer fees were \$664,621 in 2016, \$659,391 in 2017, and \$656,419 in 2018. We have forecasted that these fees will be \$655,110 in 2019 and \$700,000 in 2020 and all future years. 2019 does reflect a refund (reduction) of \$29,767 due to the recent exemption of our property purchases and additions.

Other Financing Uses

Transfers

We annually make transfers to various high school activity funds and the Employee Recognition Fund. These two transfers totaled \$38,000 in 2016, 2017 and 2018. We are forecasting \$33,000 in 2019 and \$45,000 in 2020 all future years for these transfers.

In 2016, based on the losses experienced in the Food Service Fund, we permanently transferred \$185,000 from the General Fund to the Food Service Fund. And in 2017 we transferred \$235,355 and in 2019 we transferred \$253,056. **Based on the continued expected losses in the Food Service Fund, we are forecasting a transfer of \$250,000 in 2020 and all future years.**

In total, we are forecasting total transfers to be \$286,056 in 2019 and \$295,000 in 2020 and in all future years.

Advances - Out

We continue to make advances (loans) to Food service and Grant Funds to maintain a positive fund balance in these funds. These are returned annually to the General Fund.

Budget Reserve (Rainy Day Fund)

The Board of Education has previously authorized a Budget Reserve in the amount of \$1,800,000. **After the passage of our November 2014 levy, the Board increased the Budget Reserve to \$3,625,000 in 2015.** This Budget Reserve is maintained for all future years. Washington Local School District is one of the few districts in Northwest Ohio, and possibly the State, that still maintains a rainy day fund.

WASHINGTON LOCAL SCHOOL DISTRICT

LUCAS COUNTY

Schedule of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Years Ended June 30, 2016, 2017 and 2018 Actual;
Forecasted Fiscal Years Ending June 30, 2019 Through 2023

	Actual				Forecasted				
	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Average Change	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023
Revenues									
1.010 General Property Tax (Real Estate)	\$36,914,804	\$37,077,079	\$37,047,152	0.2%	\$38,022,521	\$38,231,000	\$38,231,000	\$38,231,000	\$38,231,000
1.020 Tangible Personal Property Tax	1,379				346				
1.030 Income Tax									
1.035 Unrestricted State Grants-in-Aid	25,712,209	27,577,676	28,763,832	5.8%	29,429,373	30,301,070	31,199,002	32,123,872	32,123,872
1.040 Restricted State Grants-in-Aid	2,072,342	2,236,993	2,243,536	4.1%	2,340,425	2,407,533	2,476,729	2,547,741	2,547,741
1.045 Restricted Federal Grants-in-Aid - SFSF									
1.050 Property Tax Allocation	9,455,022	6,512,904	7,955,941	-8.2%	7,385,696	6,797,152	6,317,591	5,838,030	5,838,030
1.060 All Other Revenues	1,544,197	1,617,468	2,494,584	29.5%	3,084,427	2,232,250	2,017,250	1,817,250	1,817,250
1.070 Total Revenues	75,699,953	77,022,120	78,506,045	1.8%	80,262,788	79,969,005	80,241,572	80,557,893	80,557,893
Other Financing Sources									
2.010 Proceeds from Sale of Notes									
2.020 State Emergency Loans and Advancements (Approved)									
2.040 Operating Transfers-In									
2.050 Advances-In	400,000	400,000	400,000		400,000	400,000	400,000	400,000	400,000
2.060 All Other Financing Sources	4,625,343	4,724,992	4,814,232	2.0%	5,018,664	5,020,000	5,020,000	5,020,000	5,020,000
2.070 Total Other Financing Sources	5,025,343	5,124,992	5,214,232	1.9%	5,418,664	5,420,000	5,420,000	5,420,000	5,420,000
2.080 Total Revenues and Other Financing Sources	80,725,296	82,147,112	83,720,277	1.8%	85,681,452	85,389,005	85,661,572	85,977,893	85,977,893
Expenditures									
3.010 Personal Services	44,667,032	47,193,921	47,855,137	3.5%	49,548,688	51,252,708	52,874,933	54,655,912	54,655,912
3.020 Employees' Retirement/Insurance Benefits	18,004,709	18,781,205	19,152,318	3.1%	18,890,245	18,792,547	19,179,427	19,832,498	19,832,498
3.030 Purchased Services	10,711,849	11,479,008	11,738,733	4.7%	12,461,521	12,798,120	13,050,719	13,091,598	13,091,598
3.040 Supplies and Materials	2,554,222	2,685,709	2,941,522	7.3%	2,863,833	2,976,597	2,979,808	2,981,414	2,981,414
3.050 Capital Outlay	2,119,061	1,857,999	2,117,172	0.8%	1,248,321	1,075,000	1,075,000	1,075,000	1,075,000
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	868,002	881,128	922,994	2.0%	900,446	957,125	953,800	957,125	957,125
4.500 Total Expenditures	78,944,875	82,878,970	84,727,876	3.6%	85,913,054	87,852,097	90,113,687	92,593,547	92,593,547
Other Financing Uses									
5.010 Operating Transfers-Out	223,000	263,395	38,000	-33.7%	286,056	295,000	295,000	295,000	295,000
5.020 Advances-Out	400,000	400,000	400,000		400,000	400,000	400,000	400,000	400,000
5.030 All Other Financing Uses									
5.040 Total Other Financing Uses	623,000	663,395	438,000	-13.7%	686,056	695,000	695,000	695,000	695,000
5.050 Total Expenditures and Other Financing Uses	79,567,875	83,542,325	85,165,876	3.5%	86,599,110	88,547,097	90,808,687	93,288,547	93,288,547
6.010 Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	1,157,421	1,395,213	1,445,599	-108.5%	917,658	3,158,052	5,147,115	7,310,654	7,310,654
7.010 Cash Balance July 1 - Excluding Proposed Renewal/Replacement and New Levies	29,090,946	30,248,367	28,853,154	-0.3%	27,407,555	26,489,897	23,331,805	18,184,690	10,874,036
7.020 Cash Balance June 30	30,248,367	28,853,154	27,407,555	-4.8%	26,489,897	23,331,805	18,184,690	10,874,036	3,563,382
8.010 Estimated Encumbrances June 30	1,010,465	803,252	688,985	-17.4%	800,000	800,000	800,000	800,000	800,000
Reservation of Fund Balance									
9.010 Textbooks and Instructional Materials									
9.020 Capital Improvements									
9.030 Budget Reserve	3,625,000	3,625,000	3,625,000		3,625,000	3,625,000	3,625,000	3,625,000	3,625,000
9.040 PBA									
9.045 Fiscal Stabilization									
9.050 Debt Service									
9.060 Property Tax Advances									
9.070 Bus Purchases									
9.080 Subtotal	3,625,000	3,625,000	3,625,000		3,625,000	3,625,000	3,625,000	3,625,000	3,625,000
10.010 Fund Balance June 30 for Certification of	25,612,902	24,424,902	23,093,570	-5.0%	22,064,897	18,906,805	13,759,690	6,449,036	861,618
Revenue from Replacement/Renewal Levies									
11.010 Income Tax - Renewal									
11.020 Property Tax - Renewal or Replacement									
11.300 Cumulative Balance of Replacement/Renewal Levies									
12.010 Fund Balance June 30 for Certification of Contracts, Salary Schedules and Other Obligations	25,612,902	24,424,902	23,093,570	-5.0%	22,064,897	18,906,805	13,759,690	6,449,036	861,618
Revenue from New Levies									
13.010 Income Tax - New									
13.020 Property Tax - New									
13.030 Cumulative Balance of New Levies									
14.010 Revenue from Future State Advancements									
15.010 Unreserved Fund Balance June 30	25,612,902	24,424,902	23,093,570	-5.0%	22,064,897	18,906,805	13,759,690	6,449,036	861,618
ADM Forecasts									
20.010 Kindergarten - October Count	540	545	531	-0.8%	550	550	550	550	550
20.015 Grades 1-12 - October Count	6,509	6,554	6,523	0.1%	6,494	6,494	6,494	6,494	6,494
State Fiscal Stabilization Funds									
21.010 Personal Services SFSF									
21.020 Employees Retirement/Insurance Benefits SFSF									
21.030 Purchased Services SFSF									
21.040 Supplies and Materials SFSF									
21.050 Capital Outlay SFSF									
21.060 Total Expenditures - SFSF									

See accompanying summary of significant forecast assumptions and accounting policies
Includes: General fund, Emergency Levy fund, DPIA fund, Textbook fund and any portion of Debt Service fund related to General fund debt

June 5, 2019

The Washington Local Board of Education met in regular session pursuant to the rules in the Administration Building, 3505 West Lincolnshire Boulevard on June 5, 2019 at 6:00 p.m. The following members were present:

Mr. Thomas Ilstrup
 Ms. Lisa Canales
 Mr. Mark Hughes
 Mr. David Hunter
 Mr. Chris Sharp

Also, Dr. Susan Hayward, Superintendent

It was moved by Mr. Sharp and seconded by Mr. Ilstrup to appoint Ms. Canales as Treasurer Pro Tem for this meeting

Treasurer
Pro Tem:
 107-6/19

Yes: Mr. Ilstrup, Ms. Canales, Mr. Hughes, Mr. Hunter, Mr. Sharp (5)

It was moved by the Mr. Hunter and seconded by Mr. Sharp to accept the Superintendent's recommendation to enter into Executive Session to:

Executive
Session:
 108-6/19

- Consider the employment of a public employee or official.
- Consider the compensation of a public employee or official.

Yes: Mr. Ilstrup, Ms. Canales, Mr. Hughes, Mr. Hunter, Ms. Sharp (5)

The Board entered into Executive Session at 6:02 p.m. The meeting was reconvened at 8:13 p.m. and did, in fact:

- Consider the employment of a public employee or official.
- Consider the compensation of a public employee or official.

All five Board members are still in attendance.

It was moved by Mr. Ilstrup and seconded by Ms. Canales that this meeting be adjourned at 8:14 p.m.

Adjournment:
 109-6/19

Yes: Mr. Ilstrup, Ms. Canales, Mr. Hughes, Mr. Hunter, Mr. Sharp (5)

Let the record show that an audio recording of this meeting has been made and is on file in the Office of the Treasurer.

Approved: _____
 (President)

Attest: _____
 (Treasurer Pro Tem)

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3. Financial Reports and Investments

Each month the Board of Education is presented with the following Financial Reports:

- (1) Summary of Cash Balances, Revenue, General Fund Revenue Detail and Expenses for the Month
- (2) Cash Report of All funds
- (3) Schedule of Checks Written
- (4) Summary of Investments and Earnings

The Treasurer will give a brief summary and answer any questions. The Treasurer recommends that the Board of Education approve the Financial Report and Investments for the month of April, as presented.

Moved by: _____

Seconded by: _____

Mr. Ilstrup _____ Ms. Canales _____ Mr. Hughes _____ Mr. Hunter _____ Mr. Sharp _____

SUMMARY OF CASH BALANCE BY FUND

05/31/2019

ACCOUNT TITLE	THIS MONTH ACTIVITY	FY BEGINNING BALANCE	YEAR TO DATE ACTIVITY	END OF MONTH CASH BALANCE
GENERAL	-2,382,609.82	27,407,554.81	4,025,799.32	31,433,354.13
PERMANENT IMPROVEMENT	6,533.88	3,398,291.96	-91,868.17	3,306,423.79
BUILDING	0.00	0.00	0.00	0.00
FOOD SERVICE	36,489.15	140,613.64	-24,294.15	116,319.49
SPECIAL TRUST	-14,693.85	187,780.92	-4,430.87	183,350.05
ENDOWMENT	-903.22	63,819.21	234.59	64,053.80
UNIFORM SCHOOL SUPPLIES	15,709.22	127,582.46	-27,628.85	99,953.61
ROTARY-SPECIAL SERVICES	957.48	63,506.36	8,641.07	72,147.43
ADULT EDUCATION	0.00	0.00	0.00	0.00
PUBLIC SCHOOL SUPPORT	4,933.06	137,582.09	10,674.33	148,256.42
OTHER GRANT	-268.66	537.32	-537.32	0.00
DISTRICT AGENCY	-3,088.81	0.00	0.00	0.00
EMPLOYEE BENEFITS SELF INS.	8,250.95	7,224,756.07	871,793.32	8,096,549.39
UNDERGROUND STORAGE TANK FUND	0.00	55,000.00	0.00	55,000.00
CAPITAL PROJECTS	378.71	115,694.21	65,740.62	181,434.83
STUDENT MANAGED ACTIVITY	-24,747.11	227,903.90	18,988.82	246,892.72
DISTRICT MANAGED ACTIVITY	-46,798.44	376,224.43	46,295.42	422,519.85
AUXILIARY SERVICES	-43,545.62	135,932.45	171,182.12	307,114.57
MANAGEMENT INFORMATION SYSTEM	0.00	0.00	0.00	0.00
DATA COMMUNICATION FUND	0.00	0.00	0.00	0.00
OHIO READS	0.00	0.00	0.00	0.00
VOCATIONAL EDUC. ENHANCEMENTS	-801.00	7,941.61	-2,247.92	5,693.69
MISCELLANEOUS STATE GRANT FUND	-3,956.82	14,981.52	14,303.54	29,285.06
ADULT BASIC EDUCATION	0.00	0.00	0.00	0.00
IDEA PART B GRANTS	1,556.36	70,947.67	-35,612.43	35,335.24
VOC ED: CARL D. PERKINS - 1984	239.07	7,100.36	12,943.56	20,043.92
TITLE II D - TECHNOLOGY	0.00	0.00	0.00	0.00
TITLE I SCHOOL IMPROVEMENT A	0.00	0.00	0.00	0.00
TITLE I SCHOOL IMPROVEMENT G	0.00	0.00	0.00	0.00
LIMITED ENGLISH PROFICIENCY	33.11	10,000.00	-4,966.89	5,033.11
TITLE I DISADVANTAGED CHILDREN	79,803.42	65,889.04	30,728.71	96,617.75
IMPROVING TEACHER QUALITY	6,982.88	34,424.72	-5,259.70	29,165.02
MISCELLANEOUS FED. GRANT FUND	380.00	0.00	20,000.00	20,000.00
REPORT TOTAL:	-2,359,166.06	39,874,064.75	5,100,479.12	44,974,543.87

Summary of Revenue By Fund

05/31/2019

ACCOUNT TITLE	MONTH ACTUAL RECEIPTS	FISCAL YEAR EST. RECEIPTS	FYTD ACTUAL RECEIPTS	FYTD BALANCE UNCOLLECTED
GENERAL	4,304,991.16	85,681,452.00	82,416,181.94	3,265,270.06
PERMANENT IMPROVEMENT BUILDING	10,951.88 0.00	2,813,025.00 0.00	2,857,129.69 0.00	(44,104.69) 0.00
FOOD SERVICE	251,978.85	3,031,000.00	2,530,439.71	500,560.29
SPECIAL TRUST	666.15	41,500.00	19,814.82	21,685.18
ENDOWMENT	1,296.78	2,290.00	2,434.59	(144.59)
UNIFORM SCHOOL SUPPLIES	26,556.75	121,584.00	122,326.75	(742.75)
ROTARY-SPECIAL SERVICES	9,934.64	60,100.00	68,896.20	(8,796.20)
ADULT EDUCATION	0.00	0.00	0.00	0.00
PUBLIC SCHOOL SUPPORT	12,014.87	78,200.00	68,473.66	9,726.34
OTHER GRANT	0.00	0.00	0.00	0.00
DISTRICT AGENCY	0.00	24,754.00	14,825.00	9,929.00
EMPLOYEE BENEFITS SELF INS.	953,474.24	12,406,000.00	11,087,527.32	1,318,472.68
CAPITAL PROJECTS	378.71	67,200.00	65,740.62	1,459.38
STUDENT MANAGED ACTIVITY	55,192.97	366,231.00	217,916.65	148,314.35
DISTRICT MANAGED ACTIVITY	59,200.61	833,190.00	665,031.92	168,158.08
AUXILIARY SERVICES	687.20	1,012,808.64	1,014,199.36	(1,390.72)
MANAGEMENT INFORMATION SYSTEM	0.00	0.00	0.00	0.00
DATA COMMUNICATION FUND	0.00	19,800.00	19,800.00	0.00
OHIO READS	0.00	0.00	0.00	0.00
VOCATIONAL EDUC. ENHANCEMENTS	0.00	25,000.00	9,712.66	15,287.34
MISCELLANEOUS STATE GRANT FUND	3,535.55	125,223.54	96,745.41	28,478.13
ADULT BASIC EDUCATION	0.00	0.00	0.00	0.00
IDEA PART B GRANTS	136,365.57	2,195,116.10	1,579,986.18	615,129.92
VOC ED: CARL D. PERKINS - 1984	3,709.91	161,571.39	126,277.47	35,293.92
TITLE II D - TECHNOLOGY	0.00	0.00	0.00	0.00
TITLE I SCHOOL IMPROVEMENT A	0.00	0.00	0.00	0.00
TITLE I SCHOOL IMPROVEMENT G	0.00	0.00	0.00	0.00
LIMITED ENGLISH PROFICIENCY	33.11	30,040.84	15,799.63	14,241.21
TITLE I DISADVANTAGED CHILDREN	246,706.83	2,453,792.60	1,781,947.86	671,844.74
IMPROVING TEACHER QUALITY	13,144.81	389,853.38	160,276.50	229,576.88
MISCELLANEOUS FED. GRANT FUND	380.00	195,614.78	120,087.94	75,526.84
REPORT TOTAL	6,091,200.59	112,135,347.27	105,061,571.88	7,073,775.39

Processing Month: May 2019

(REVSEL)

Washington Local

Fnd Rcpt	Sc	Subj	OPU	Description	FYTD Receivable	FYTD Actual Receipts	MTD Actual Receipts	FYTD Balance Receivable	Pct. Rcvd	
001	1111	0000	000000	000	GEN.PROP.TAX-REAL ESTATE	38,022,521.00	38,022,520.56	.00	.44	100.0%
001	1121	0000	000000	000	TANG. PERS.PROP.TAX	346.00	345.61	.00	.39	99.9%
001	1211	0000	000000	000	TUITION - DAY SCHOOL	.00	.00	.00	.00	0.0%
001	1212	0000	000000	000	TUITION-SUMMER SCHOOL	8,500.00	4,530.00	3,880.00	3,970.00	53.3%
001	1221	0000	000000	000	TUITION SF-14	520,000.00	497,345.11	.00	22,654.89	95.6%
001	1223	0000	000000	000	SPECIAL ED./EXCESS COST	260,000.00	246,644.97	.00	13,355.03	94.9%
001	1227	0000	000000	000	GENERAL OPEN ENROLL.	.00	.00	.00	.00	0.0%
001	1344	0000	000000	000	TRANSPORTATION FEES	90,000.00	72,496.66	12,072.28	17,503.34	80.6%
001	1410	0000	000000	000	INTEREST ON INVESTMENTS	745,000.00	671,270.93	58,680.72	73,729.07	90.1%
001	1740	0000	000000	030	CLASS FEES - WHITMER	181.00	672.48-	7,069.37-	853.48 -	371.5%
001	1740	0000	000000	055	CLASS FEES GREENWOOD	3,790.00	3,570.00	40.00	220.00	94.2%
001	1740	0000	000000	060	CLASS FEES HIAWATHA	3,560.00	3,500.00	20.00	60.00	98.3%
001	1740	0000	000000	090	CLASS FEES JACKMAN	3,385.00	2,795.00	.00	590.00	82.6%
001	1740	0000	000000	110	CLASS FEES MCGREGOR	5,578.00	5,345.00	.00	233.00	95.8%
001	1740	0000	000000	120	CLASS FEES MEADOWVALE	6,380.00	5,470.00	.00	910.00	85.7%
001	1740	0000	000000	130	CLASS FEES MONAC	4,120.00	4,175.00	.00	55.00-	101.3%
001	1740	0000	000000	150	CLASS FEES SHORELAND	3,591.00	3,140.00	20.00	451.00	87.4%
001	1740	0000	000000	160	CLASS FEES TRILBY	.00	.00	.00	.00	0.0%
001	1740	0000	000000	170	CLASS FEES WERNERT	2,415.00	2,330.00	30.00	85.00	96.5%
001	1790	0000	000000	000	SET ASIDE ADJUSTMENT TRANSFER	1,254,404.80-	1,254,404.80-	.00	.00	0.0%
001	1810	0000	000000	000	RENTALS	15,000.00	12,690.00	1,725.00	2,310.00	84.6%
001	1820	0000	000000	000	CONTRIBUTIONS/DONATIONS	.00	.00	.00	.00	0.0%
001	1830	0000	000000	000	OTHER LOCAL REIMBURSEMENT	.00	.00	.00	.00	0.0%
001	1880	0000	000000	000	ABATEMENT PAYMENTS	514,223.00	514,222.89	.00	.11	100.0%
001	1890	0000	000000	000	OTHER RECEIPTS-LOCAL	60,000.00	55,119.73	1,182.94	4,880.27	91.9%
001	1890	0000	000000	030	MISC. WHITMER FEES ADJUSTMENT	.00	.00	.00	.00	0.0%
001	1933	0000	000000	000	SALE & LOSS OF ASSETS	14,352.00	14,351.70	.00	.30	100.0%
001	2400	0000	000000	000	PAYMENT IN LIEU OF TAXES - TIF	4,504,441.00	4,504,441.12	.00	.12-	100.0%
001	3110	0000	000000	000	SCHOOL FOUND.-BASIC ALLOW	29,059,291.00	26,680,027.15	2,381,778.62	2,379,263.85	91.8%
001	3131	0000	000000	000	10% AND 2.5% ROLLBACK	2,505,605.00	2,505,604.52	.00	.48	100.0%
001	3132	0000	000000	000	HOMESTEAD EXEMPTION	1,499,878.00	1,499,878.33	.00	.33-	100.0%
001	3133	0000	000000	000	\$10,000 PERSONAL PROPERTY TAX EXEMPTIO	.00	.00	.00	.00	0.0%
001	3134	0000	000000	000	ELECTRIC DEREGULATION PROP TAX REPLACE	.00	.00	.00	.00	0.0%
001	3135	0000	000000	000	TANGIBLE PERSONAL PROPERTY TAX LOSS	3,380,213.00	3,380,213.46	1,690,106.73	.46-	100.0%
001	3139	0000	000000	000	OTHER PROPERTY TAX ALLOCATIONS/CASINO	.00	.00	.00	.00	0.0%
001	3190	0000	000000	000	CASINO TAX REVENUE	370,082.00	370,081.78	.00	.22	100.0%
001	3211	0000	000000	000	ECON DISADVANTAGED FUND	880,129.00	807,628.63	71,680.24	72,500.37	91.8%
001	3219	0000	000000	000	RESTRICTED CAREER TECH./SPECIAL EDUCAT	1,460,296.00	1,235,364.28	102,992.66	224,931.72	84.6%
001	4220	0000	000000	000	COMMUNITY ALTERNATIVE FUNDING SYSTEM (858,368.00	423,693.20	.00	434,674.80	49.4%
001	5100	0000	000000	000	TRANSFERS - IN	.00	.00	.00	.00	0.0%
001	5220	0000	000000	000	GEN.FUND ADVANCES - IN	400,000.00	400,000.00	.00	.00	100.0%
001	5300	0000	000000	000	REFUND PRIOR YEAR EXPEND.	480,207.00	468,058.79	12,148.66-	12,148.21	97.5%
** Fund 001 Sc 0000 Totals					84,427,047.20	81,161,777.14	4,304,991.16	3,265,270.06	96.1%	

Fnd Rcpt	Sc	Subj	OPU	Description	FYTD Receivable	FYTD Actual Receipts	MTD Actual Receipts	FYTD Balance Receivable	Pct. Rcvd
001	1790	9190	000000 000	SET ASIDE ADJUSTMENT TRANSFER	.00	.00	.00	.00	0.0%
001	5100	9190	000000 000	TRANSFERS IN	.00	.00	.00	.00	0.0%
			** Fund 001 Sc 9190	Totals	.00	.00	.00	.00	0.0%
001	1790	9192	000000 000	SET ASIDE ADJUSTMENT TRANSFER	1,254,404.80	1,254,404.80	.00	.00	100.0%
			** Fund 001 Sc 9192	Totals	1,254,404.80	1,254,404.80	.00	.00	100.0%
001	1790	9196	000000 000	BUDGET RESERVE ADJUSTMENT	.00	.00	.00	.00	0.0%
			** Fund 001 Sc 9196	Totals	.00	.00	.00	.00	0.0%
Grand Total All Funds					85,681,452.00	82,416,181.94	4304,991.16	3,265,270.06	96.2%

Summary of Expenditures by Fund

05/31/2019

ACCOUNT ITEM	FYTD APPROPRIATION	FYTD ACTUAL EXPENDITURES	MONTH TO DATE EXPENDITURES	CURRENT ENCUMBRANCES	FYTD UNENCUM. BALANCE	FYTD % EXP OR ENCUM.
GENERAL	88,694,301.09	78,390,382.62	6,687,600.98	2,395,795.69	7,908,122.78	91.08
PERMANENT IMPROVEMENT BUILDING	4,978,256.60	2,948,997.86	4,418.00	96,520.43	1,932,738.31	61.18
FOOD SERVICE	2,966,959.04	2,554,733.86	215,489.70	114,637.04	297,588.14	89.97
SPECIAL TRUST	56,515.00	24,245.69	15,360.00	393.39	31,875.92	43.60
ENDOWMENT	2,500.00	2,200.00	2,200.00	0.00	300.00	88.00
UNIFORM SCHOOL SUPPLIES	220,824.07	149,955.60	10,847.53	18,210.86	52,657.61	76.15
ROTARY-SPECIAL SERVICES	110,631.85	60,255.13	8,977.16	12,063.71	38,313.01	65.37
ADULT EDUCATION	0.00	0.00	0.00	0.00	0.00	
PUBLIC SCHOOL SUPPORT	150,443.57	57,799.33	7,081.81	5,018.61	87,625.63	41.76
OTHER GRANT	537.32	537.32	268.66	0.00	0.00	100.00
DISTRICT AGENCY	24,424.00	14,825.00	3,088.81	0.00	9,599.00	60.70
EMPLOYEE BENEFITS SELF INS.	11,635,000.00	10,215,734.00	945,223.29	0.00	1,419,266.00	87.80
CAPITAL PROJECTS	80,000.00	0.00	0.00	0.00	80,000.00	
STUDENT MANAGED ACTIVITY	412,537.01	198,927.83	79,940.08	39,024.11	174,585.07	57.68
DISTRICT MANAGED ACTIVITY	965,480.48	618,736.50	105,999.05	80,637.95	266,106.03	72.44
AUXILIARY SERVICES	1,148,741.09	843,017.24	44,232.82	305,419.46	304.39	99.97
MANAGEMENT INFORMATION SYSTEM	0.00	0.00	0.00	0.00	0.00	
DATA COMMUNICATION FUND	19,800.00	19,800.00	0.00	0.00	0.00	100.00
OHIO READS	0.00	0.00	0.00	0.00	0.00	
VOCATIONAL EDUC. ENHANCEMENTS	31,941.61	11,960.58	801.00	693.69	19,287.34	39.62
MISCELLANEOUS STATE GRANT FUND	119,557.49	82,441.87	7,492.37	17,285.65	19,829.97	83.41
IDEA PART B GRANTS	2,176,063.77	1,615,598.61	134,809.21	82.79	560,382.37	74.25
VOC ED: CARL D. PERKINS - 1984	148,671.75	113,333.91	3,470.84	17,162.16	18,175.68	87.77
TITLE II D - TECHNOLOGY	0.00	0.00	0.00	0.00	0.00	
TITLE I SCHOOL IMPROVEMENT A	0.00	0.00	0.00	0.00	0.00	
LIMITED ENGLISH PROFICIENCY	36,201.41	20,766.52	0.00	0.00	15,434.89	57.36
TITLE I DISADVANTAGED CHILDREN	2,392,116.64	1,751,219.15	166,903.41	11,464.51	629,432.98	73.69
IMPROVING TEACHER QUALITY	394,277.98	165,536.20	6,161.93	14,897.08	213,844.70	45.76
MISCELLANEOUS FED. GRANT FUND	175,614.78	100,087.94	0.00	0.00	75,526.84	56.99
	116,941,396.55	99,961,092.76	8,450,366.65	3,129,307.13	13,850,996.66	88.16

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank
Begin Balance	MTD Receipts	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code
001 0000	GENERAL FUND, COST CENTER							
23,782,554.81	4,304,991.16	81,161,777.14	6,626,007.82	77,182,854.23	27,761,477.72	2,278,025.37	25,483,452.35	
001 9190	GENERAL FUND, TEXT/INSTR.MAT.SET-ASIDE							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
001 9192	GENERAL FUND, CAP.IMPR./MAINT.SET-ASIDE							
0.00	0.00	1,254,404.80	61,593.16	1,207,528.39	46,876.41	117,770.32	70,893.91-	
001 9196	GENERAL FUND, HB 412-BUDGET RESERVE							
3,625,000.00	0.00	0.00	0.00	0.00	3,625,000.00	0.00	3,625,000.00	
TOTAL FOR Fund 001 - GENERAL:								
27,407,554.81	4,304,991.16	82,416,181.94	6,687,600.98	78,390,382.62	31,433,354.13	2,395,795.69	29,037,558.44	
003 9001	PERMANENT IMPROVEMENT, HORACE MANN P.I. FUND							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
003 9006	P.I. STADIUM RENOVATION-TURF/SCOREBRD							
204,049.13	4,669.80	94,915.78	0.00	0.00	298,964.91	0.00	298,964.91	
003 9013	PERMANENT IMPROVEMENT-TRILBY PROPERTY							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
003 9099	P.I. LEVY FUND							
3,194,242.83	6,282.08	2,762,213.91	4,418.00	2,948,997.86	3,007,458.88	96,520.43	2,910,938.45	
TOTAL FOR Fund 003 - PERMANENT IMPROVEMENT:								
3,398,291.96	10,951.88	2,857,129.69	4,418.00	2,948,997.86	3,306,423.79	96,520.43	3,209,903.36	
004 9613	BUILDING FUND							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL FOR Fund 004 - BUILDING:								
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
006 0000	CAFETERIA, COST CENTER							
140,613.64	251,978.85	2,530,439.71	215,489.70	2,554,733.86	116,319.49	114,637.04	1,682.45	
TOTAL FOR Fund 006 - FOOD SERVICE:								
140,613.64	251,978.85	2,530,439.71	215,489.70	2,554,733.86	116,319.49	114,637.04	1,682.45	
007 0000	WHITMER HIGH SCHOOL SCHOLARSHIP FUND							
0.00	145.06	21,633.41	5,000.00	5,000.00	16,633.41	0.00	16,633.41	
007 9013	WHITMER CAREER & TECHNOLOGY CTR SCHOLARSHIP							
3,315.00	0.00	1,000.00	0.00	1,100.00	3,215.00	0.00	3,215.00	

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank	
Begin	Balance	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code	
009 9706	SUPPLY RESALE/CAREER PATHWAYS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
009 9707	SUPPLY RESALE/COMPUTER TECH JEFFERSON	2,151.75	0.00	0.00	0.00	339.75	1,812.00	0.00	1,812.00
009 9708	COMPUTER TECH WASHINGTON	3,821.33	0.00	0.00	0.00	0.00	3,821.33	0.00	3,821.33
009 9710	SUPPLY RESALE/ENGLISH JEFFERSON	76.34	30.00	2,761.22	0.00	2,807.56	30.00	0.00	30.00
009 9711	SUPPLY RESALE/ENGLISH WASHINGTON	1,526.26	58.50	1,436.61	0.00	2,166.73	796.14	618.68	177.46
009 9712	SUPPLY RESALE/ENGLISH WHITMER	12,768.76	2,100.52	7,180.42	0.00	15,819.36	4,129.82	97.40	4,032.42
009 9713	SUPPLY RESALE/FAMILY & CONSUMER SCIENCE	1,530.56	0.00	1,530.56-	0.00	0.00	0.00	0.00	0.00
009 9715	SUPPLY RESALE/WORLD LANGUAGES WHITMER	4,527.89	2,453.16	8,385.93	0.00	8,318.99	4,594.83	686.40	3,908.43
009 9717	SUPPLY RESALE/ID'S HIGH SCHOOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
009 9719	SUPPLY RESALE/GATEWAY TO TECHNOLOGY- JEFFERSON	1,539.07	50.00	2,259.72	0.00	3,403.75	395.04	0.00	395.04
009 9720	SUPPLY RESALE/GATEWAY TO TECHNOLOGY-WASHINGTON	905.98	97.50	2,394.35	769.90	2,862.83	437.50	254.70	182.80
009 9721	SUPPLY RESALE/INDUSTRIAL TECH WHITMER	1,608.03	1,050.25	3,805.21	0.00	2,955.37	2,457.87	972.00	1,485.87
009 9722	SUPPLY RESALE/MATH JEFFERSON	6,065.76	25.00	1,284.85	0.00	699.63	6,650.98	1,390.00	5,260.98
009 9723	SUPPLY RESALE/MATH WASHINGTON	7,056.89	48.75	1,197.18	0.00	6,622.66	1,631.41	0.00	1,631.41
009 9724	SUPPLY RESALE/MATH WHITMER	877.89	614.73	2,866.70	774.14	932.94	2,811.65	0.00	2,811.65
009 9725	SUPPLY RESALE/MUSIC DISTRICT	2,145.91	701.46	2,826.89	910.81	2,396.30	2,576.50	507.01	2,069.49

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank	
Begin	Balance	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code	
009 9726	SUPPLY RESALE/OTHER DISTRICT	548.53	0.00	0.00	0.00	548.53	0.00	548.53	
009 9727	SUPPLY RESALE/PHYSICAL EDUCATION JR HIGH	441.54	0.00	0.00	5.00-	20.00-	461.54	0.00	461.54
009 9728	SUPPLY RESALE/PHYSICAL EDUCATION WHITMER	1,449.43	612.81	2,860.11	155.78	803.36	3,506.18	1,806.49	1,699.69
009 9729	SUPPLY RESALE/SCIENCE JEFFERSON	2,319.51	35.00	1,581.80	0.00	1,541.20	2,360.11	466.70	1,893.41
009 9730	SUPPLY RESALE/SCIENCE WASHINGTON	3,597.42	68.25	1,676.05	0.00	4,280.92	992.55	741.07	251.48
009 9731	SUPPLY RESALE/SCIENCE WHITMER	20,414.42	5,255.13	17,964.21	55.70	28,055.20	10,323.43	3,180.85	7,142.58
009 9732	SUPPLY RESALE/SOCIAL STUDIES JEFFERSON	1,243.69-	10.00	1,325.69	0.00	72.00	10.00	0.00	10.00
009 9733	SUPPLY RESALE/SOCIAL STUDIES WHITMER	86.70	0.00	0.00	0.00	0.00	86.70	0.00	86.70
009 9734	SUPPLY RESALE/SOCIAL STUDIES WASHINGTON	2,016.69	19.50	478.88	368.95	1,591.77	903.80	0.00	903.80
009 9738	SUPPLY RESALE/INTRO TO HEALTH INFO MGMT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
009 9739	SUPPLY RESALE/MEDICAL ASSISTING SKILLS II	1,835.48	75.00	350.00	0.00	222.55	1,962.93	571.92	1,391.01
009 9740	SUPPLY RESALE/INTRO TO DIGITAL GRAPHIC DESIGN	1,029.20	50.00	700.00	0.00	1,030.50	698.70	611.42	87.28
009 9741	SUPPLY RESALE/EXPLORING HEALTHCARE	521.75	30.00	230.00	651.37	651.37	100.38	0.00	100.38
009 9742	SUPPLY RESALE/INTRO TO AQUATIC ENVIRONMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
009 9743	SUPPLY RESALE/INTRO TO AUTO TECH	83.91	24.00	156.00	0.00	136.80	103.11	0.00	103.11
009 9744	SUPPLY RESALE/INTRO TO COMPUTER NETWORK	183.55	7.00	113.00	0.00	91.98	204.57	0.00	204.57

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank	
Begin	Balance	MTD	Receipts	Expenditures	Expenditures	Fund	Balance	Code	
		Receipts				Balance	Encumbrances		
009 9745	SUPPLY RESALE/INTRO TO COSMETOLOGY	139.23	95.00	285.00	0.00	619.00	194.77-	0.00	194.77-
009 9746	SUPPLY RESALE/INTRO TO TEACHING PROFESSIONS	545.04	50.00	140.00	0.00	526.00	159.04	0.00	159.04
009 9747	SUPPLY RESALE/INTRO TO WELDING	178.72	30.00	420.00	0.00	477.74	120.98	0.00	120.98
009 9750	SUPPLY RESALE/PRE-ENGINEERING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
009 9751	SUPPLY RESALE/INTRO TO CRIMINAL JUSTICE	61.86	25.00	472.00	200.00	200.00	333.86	0.00	333.86
009 9752	SUPPLY RESALE - CRIMINAL LAW	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
009 9753	SUPPLY RESALE - YOUR LEGAL RIGHTS	5.00	0.00	0.00	0.00	0.00	5.00	0.00	5.00
009 9754	SUPPLY RESALE/AUTO MAINTENANCE	89.82	60.00	510.00	0.00	275.21	324.61	0.00	324.61
009 9755	SUPPLY RESALE/AUTO TECH I	970.66	260.00	1,180.00	0.00	1,755.99	394.67	0.00	394.67
009 9756	SUPPLY RESALE/AUTO TECH II	710.06	260.00	975.00	0.00	1,186.58	498.48	0.00	498.48
009 9757	SUPPLY RESALE/BUS-COMP TECH I	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
009 9758	SUPPLY RESALE/BUS-COMP TECH II	27.71-	0.00	0.00	0.00	0.00	27.71-	0.00	27.71-
009 9759	SUPPLY RESALE/CULINARY ARTS I	522.76	350.00	1,288.00	0.00	776.10	1,034.66	0.00	1,034.66
009 9760	SUPPLY RESALE/COM-BUS ACADEMY	8,276.35	1,052.19	3,612.79	0.00	4,962.17	6,926.97	0.00	6,926.97
009 9761	SUPPLY RESALE/COMPUTER NETWORK TECH I	619.57	60.00	420.00	0.00	497.65	541.92	0.00	541.92
009 9762	SUPPLY RESALE/COMPUTER NETWORK TECH II	704.66	120.00	380.00	0.00	333.35	751.31	0.00	751.31

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank	
Begin	Balance	MTD Receipts	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance Code	
009 9764	SUPPLY RESALE/CONSTRUCTION TECH I	1,312.91	420.00	2,545.00	1,874.41	2,898.09	959.82	0.00	959.82
009 9765	SUPPLY RESALE/CONSTRUCTION TECH II	162.80	90.00	420.00	0.00	360.00	222.80	0.00	222.80
009 9766	SUPPLY RESALE/COSMETOLOGY I	679.17	840.00	4,232.00	0.00	3,225.38	1,685.79	0.00	1,685.79
009 9767	SUPPLY RESALE/COSMETOLOGY II	230.86	840.00	1,850.00	0.00	2,135.54	54.68-	0.00	54.68-
009 9768	SUPPLY RESALE/CRIMINAL JUSTICE	706.86	740.00	3,425.00	0.00	2,518.12	1,613.74	0.00	1,613.74
009 9769	SUPPLY RESALE/CRIMINAL INVESTIGATION	1,447.65	435.00	1,445.00	850.00	2,165.99	726.66	0.00	726.66
009 9770	SUPPLY RESALE/TEACHING PROFESSIONS II	818.97	0.00	1,032.00	0.00	1,002.66	848.31	529.67	318.64
009 9772	SUPPLY RESALE/DIGITAL GRAPHIC DESIGN I	757.40	35.00	630.00	0.00	536.76	850.64	785.12	65.52
009 9773	SUPPLY RESALE/DIGITAL GRAPHIC DESIGN II	344.74	0.00	385.00	0.00	403.39	326.35	324.64	1.71
009 9774	SUPPLY RESALE/ENVIRONMENTAL SYSTEMS I	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
009 9775	SUPPLY RESALE/ENVIRONMENTAL SYSTEMS II	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
009 9777	SUPPLY RESALE/TEACHING PROFESSIONS I	105.11	0.00	470.00	0.00	425.22	149.89	0.00	149.89
009 9781	SUPPLY RESALE/ ENGINEERING I	417.86	30.00	345.00	0.00	0.00	762.86	150.00	612.86
009 9782	SUPPLY RESALE/ENGINEERING DESIGN & DEVELOPMEN	494.30	50.00	650.00	0.00	842.63	301.67	0.00	301.67
009 9783	SUPPLY RESALE/INTRO TO ENGINEERING DESIGN	449.88	0.00	525.00	0.00	802.83	172.05	0.00	172.05
009 9784	SUPPLY RESALE/PRINCIPLES OF ENGINEERING	356.20	45.00	375.00	0.00	513.08	218.12	0.00	218.12

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank	
Begin	Balance	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code	
009 9785	SUPPLY RESALE/MARKETING E-COMM I	311.37-	0.00	0.00	0.00	311.37-	0.00	311.37-	
009 9786	SUPPLY RESALE/BUSINESS MGMT. I	457.07	120.00	148.00	0.00	605.07	0.00	605.07	
009 9787	SUPPLY RESALE/BUSINESS MGMT. II	4.91-	80.00	160.00	0.00	155.09	0.00	155.09	
009 9790	SUPPLY RESALE/MED TECH I-PATIENT CARE	417.65	0.00	2,090.00	0.00	1,708.48	799.17	0.00	799.17
009 9791	SUPPLY RESALE/MED TECH II	2,900.96	266.00	1,140.00	1,595.55	2,605.91	1,435.05	0.00	1,435.05
009 9794	SUPPLY RESALE/MED TECH I-INTRO TO DENTAL CARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
009 9795	SUPPLY RESALE/BIOMEDICAL INNOVATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
009 9797	SUPPLY RESALE/EMERGENCY MEDICAL TECHNICIAN	243.38	90.00	150.00	0.00	30.00	363.38	0.00	363.38
009 9799	SUPPLY RESALE/PRECISION MACHINE I	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
009 9801	SUPPLY RESALE/WELDING I	548.05	220.00	990.00	0.00	1,562.72	24.67-	0.00	24.67-
009 9802	SUPPLY RESALE/WELDING II	319.41	80.00	590.00	0.00	246.68	662.73	0.00	662.73
009 9805	SUPPLY RESALE/INTRO TO CONSTRUCT. TECHNOLOGY	167.57	30.00	300.00	0.00	0.00	467.57	270.00	197.57
009 9808	SUPPLY RESALE/SPORTS & ENTERTAINMENT MARKETIN	475.69	14.00	42.00	0.00	0.00	517.69	0.00	517.69
009 9811	SUPPLY RESALE/MARKETING COMMUNICATIONS I	298.71	40.00	60.00	0.00	0.00	358.71	0.00	358.71
009 9814	SUPPLY RESALE/MARKETING COMMUNICATIONS II	431.14	0.00	0.00	0.00	0.00	431.14	0.00	431.14
009 9817	SUPPLY RESALE/ MEDICAL ACADEMY	2,675.88	160.00	820.00	1,075.84	1,190.84	2,305.04	0.00	2,305.04

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank
Begin	Balance	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code
009 9820	SUPPLY RESALE/MEDICAL ASSISTING SKILLS I	365.00	0.00	334.48	2,134.33	571.92	1,562.41	
	2,103.81	115.00						
009 9823	SUPPLY RESALE/MEDICAL TERMINOLOGY	1,475.00	0.00	3,104.90	683.40	0.00	683.40	
	2,313.30	155.00						
009 9824	SUPPLY RESALE/MEDICAL TECH I DIAGNOSTICS CARE	0.00	0.00	0.00	0.00	0.00	0.00	
	0.00	0.00						
009 9830	SUPPLY RESALE/INTRO TO CULINARY ARTS	350.00	0.00	1,267.43	332.88	0.00	332.88	
	1,250.31	140.00						
009 9831	SUPPLY RESALE/BIOMEDICAL SCIENCES	0.00	0.00	0.00	0.00	0.00	0.00	
	0.00	0.00						
009 9832	SUPPLY RESALE/HUMAN BODY SYSTEMS	0.00	0.00	0.00	0.00	0.00	0.00	
	0.00	0.00						
009 9833	SUPPLY RESALE/MEDICAL INTERVENTIONS	0.00	0.00	0.00	0.00	0.00	0.00	
	0.00	0.00						
009 9834	SUPPLY RESALE/CRIMINAL MINDS	0.00	0.00	0.00	0.00	0.00	0.00	
	0.00	0.00						
009 9835	SUPPLY RESALE/MEDIA ARTS I	245.00	0.00	512.05	30.73	0.00	30.73	
	297.78	30.00						
009 9836	SUPPLY/RESALE WASHINGTON	40.00	0.00	0.00	267.73	0.00	267.73	
	227.73	201.25-						
009 9837	SUPPLY RESALE - JEFFERSON	385.00	0.00	0.00	742.91	0.00	742.91	
	357.91	140.00-						
009 9838	SUPPLY RESALE/SMALL ENGINE REPAIR	285.00	0.00	272.88	128.32	0.00	128.32	
	116.20	15.00						
009 9839	INTRO TO BUSINESS MGMT.	10.00	0.00	0.00	245.00	0.00	245.00	
	235.00	10.00						
009 9841	INTRODUCTION TO MEDIA ARTS	135.00	0.00	567.05	45.95	0.00	45.95	
	478.00	15.00						
009 9842	MEDIA ARTS II	540.00	0.00	599.06	163.34	0.00	163.34	
	222.40	60.00						
009 9880	CULINARY ARTS II	800.00	0.00	53.93	2,698.71	1,829.87	868.84	
	1,952.64	450.00						

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank	
Begin	Balance	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code	
009	9882 WHITMER FEE ADJUSTMENT ACCOUNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	TOTAL FOR Fund 009 - UNIFORM SCHOOL SUPPLIES:	127,582.46	26,556.75	122,326.75	10,847.53	149,955.60	99,953.61	18,210.86	81,742.75
011	9754 CUSTOMER SERVICE/AUTO MAINTENANCE	1,176.49	0.00	0.00	0.00	0.00	1,176.49	0.00	1,176.49
011	9755 CUSTOMER SERVICE/AUTO TECH I	4,023.24	1,100.00	4,824.59	0.00	3,844.39	5,003.44	1,500.00	3,503.44
011	9756 CUSTOMER SERVICE/AUTO TECH II	15,848.31	0.00	19,203.22	0.00	23,434.01	11,617.52	3,601.56	8,015.96
011	9759 CULINARY ARTS I	7,480.27	926.64	11,101.56	0.00	11,068.07	7,513.76	0.00	7,513.76
011	9761 CUSTOMER SERVICE/ BUSINESS MANAGEMENT	4,763.68	170.00	7,033.00	0.00	1,504.60	10,292.08	1,500.00	8,792.08
011	9763 CUSTOMER SERVICE - COMPUTER NETWORKING	15.00	0.00	0.00	0.00	0.00	15.00	0.00	15.00
011	9765 CUSTOMER SERVICE/CONSTRUCTION TECH II	11,394.88	30.00	3,849.04	903.10	2,693.47	12,550.45	2,096.90	10,453.55
011	9767 CUSTOMER SERVICE/COSMETOLOGY II	3,938.77	158.00	1,767.50	442.76	1,644.81	4,061.46	825.00	3,236.46
011	9769 CUSTOMER SERVICE - CRIMINAL SCIENCE	1,845.75	1,820.00	9,630.00	2,135.75	7,525.75	3,950.00	1,040.25	2,909.75
011	9773 CUSTOMER SERVICE/DIGITAL GRAPH DES III	8,372.56	5,730.00	8,805.00	5,238.30	6,725.46	10,452.10	0.00	10,452.10
011	9800 CUSTOMER SERVICE/PRECISION MACHINE II	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
011	9802 CUSTOMER SERVICE/WELDING II	3,332.47	0.00	1,184.32	0.00	159.85	4,356.94	1,500.00	2,856.94
011	9832 CUSTOMER SERVICE/CTC SALES TAX	1,239.45	0.00	1,497.97	257.25	1,654.72	1,082.70	0.00	1,082.70
011	9855 CUSTOMER SERVICE, ECON/SHAREHOLDER 1-A	75.49	0.00	0.00	0.00	0.00	75.49	0.00	75.49

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank	
Begin Balance	MTD Receipts	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code	
TOTAL FOR Fund 011 - ROTARY-SPECIAL SERVICES:									
63,506.36	9,934.64	68,896.20	8,977.16	60,255.13	72,147.43	12,063.71	60,083.72		
012 9850	ADULT EDUCATION, ADULT EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
012 9856	ADULT EDUCATION - UAW/GM - POWERTRAIN FY 2006	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
012 9857	ADULT EDUCATION UAW/GM POWERTRAIN FY 2007	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
012 9858	ADULT EDUCATION UAW/GM POWERTRAIN FY2008	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
012 9877	GM POWERTRAIN - TRAINING INTEGRATOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL FOR Fund 012 - ADULT EDUCATION:									
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
018 9002	PUBLIC SCHOOL FUNDS, OLYMPICS OF THE MIND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
018 9007	MONAC - THERAPY DOG	647.16	0.00	0.00	0.00	395.30	251.86	249.46	2.40
018 9015	THERAPY DOG - WHITMER	0.00	10,025.00	10,025.00	0.00	0.00	10,025.00	0.00	10,025.00
018 9034	GREENWOOD THERAPY DOG	5,391.02	800.50	4,154.45	756.27	7,935.93	1,609.54	350.66	1,258.88
018 9035	PUBLIC SCHOOL FUNDS, GREENWOOD ROTARY FUND	951.28	0.00	37.87	0.00	37.35	951.80	0.00	951.80
018 9036	PUBLIC SCHOOL FUNDS, HIAWATHA ROTARY FUND	5,623.41	0.00	3,555.60	36.00	2,507.53	6,671.48	814.42	5,857.06
018 9037	PUBLIC SCHOOL FUNDS, JACKMAN ROTARY FUND	4,670.66	276.28	2,195.28	0.00	460.12	6,405.82	439.88	5,965.94
018 9038	PUBLIC SCHOOL FUNDS, MCGREGOR ROTARY FUND	4,900.03	0.00	34.33	134.55	609.83	4,324.53	125.27	4,199.26
018 9039	PUBLIC SCHOOL FUNDS, MEADOWVALE ROTARY FUND	17,482.50	0.00	15,908.13	1,015.50-	8,861.72	24,528.91	1,044.99	23,483.92

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank
Begin	Balance	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code
		MTD Receipts						
018 9040	PUBLIC SCHOOL FUNDS, MONAC ROTARY FUND	296.00	1,671.50	4,608.35	2,006.91	569.35	1,437.56	
		2,693.19	3,922.07					
018 9041	PUBLIC SCHOOL FUNDS, SHORELAND ROTARY FUND	617.09	0.00	1,425.69	1,152.52	0.00	1,152.52	
		1,924.87	653.34					
018 9042	PUBLIC SCHOOL FUNDS, TRILBY ROTARY FUND	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00					
018 9043	PUBLIC SCHOOL FUNDS, WERNERT ROTARY FUND	0.00	0.00	1,095.43	6,871.55	124.57	6,746.98	
		7,934.36	32.62					
018 9044	PUBLIC SCHOOL FUNDS, JEFFERSON ROTARY FUND	0.00	0.00	0.00	2,783.05	0.00	2,783.05	
		2,740.38	42.67					
018 9045	PUBLIC SCHOOL FUNDS, WASHINGTON ROTARY FUND	0.00	0.00	114.32	3,157.85	165.97	2,991.88	
		2,985.50	286.67					
018 9046	PUBLIC SCHOOL FUNDS, WHITMER ROTARY FUND	0.00	868.45	868.45	91.37	0.00	91.37	
		348.82	611.00					
018 9047	PUBLIC SCHOOL FUNDS, WHITMER/CTC ROTARY FUND	0.00	0.00	0.00	7,274.24	0.00	7,274.24	
		7,240.11	34.13					
018 9048	PUBLIC SCHOOL FUNDS, DISTRICT ROTARY FUND	0.00	0.00	0.00	12,700.46	0.00	12,700.46	
		12,700.46	0.00					
018 9049	PUBLIC SCHOOL FUNDS, AUTO TECH ROTARY FUND	0.00	0.00	0.00	816.80	0.00	816.80	
		816.80	0.00					
018 9050	PUBLIC SCHOOL FUNDS, RUNNING CLUB	0.00	0.00	0.00	152.98	0.00	152.98	
		152.98	0.00					
018 9068	PUBLIC SCHOOL FUNDS, KIDS IN ACTION FUND	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00					
018 9070	PUBLIC SCHOOL FUNDS, WASH.J.H.YOUTH TO YOUTH	0.00	0.00	1,985.56	4,284.38	77.94	4,206.44	
		5,377.44	892.50					
018 9071	PUBLIC SCHOOL FUNDS, JEFF J.H. YOUTH TO YOUTH	0.00	0.00	445.90	2,361.64	554.10	1,807.54	
		2,215.54	592.00					
018 9080	PUBLIC SCHOOL FUNDS, WLS ANNUAL GOLF OUTING	0.00	4,630.54	26,447.85	49,833.73	502.00	49,331.73	
		50,785.58	25,496.00					
	TOTAL FOR Fund 018 - PUBLIC SCHOOL SUPPORT:	12,014.87	7,081.81	57,799.33	148,256.42	5,018.61	143,237.81	
		137,582.09	68,473.66					

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank	
Begin Balance	MTD Receipts	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code	
200 9210	STUDENT MANAGED ACTIVITY, MED TECH	14,844.70	0.00	5,079.93	115.00	4,773.72	15,150.91	1,451.19	13,699.72
200 9211	STUDENT MANAGED ACTIVITY, EDUCATORS RISING	8,319.23	0.00	3,895.00	115.08	3,470.59	8,743.64	0.00	8,743.64
200 9212	STUDENT MANAGED ACTIVITY, FRENCH CLUB	250.33	65.09	356.64	143.52	343.52	263.45	0.00	263.45
200 9214	STUDENT MANAGED ACTIVITY, GERMAN CLUB	4,108.05	0.00	0.00	146.00	226.92	3,881.13	319.08	3,562.05
200 9215	STUDENT MANAGED ACTIVITY, LATINO CLUB	543.11	0.00	30.00	0.00	0.00	573.11	0.00	573.11
200 9216	STUDENT MANAGED ACTIVITY, DECA II	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200 9217	STUDENT MANAGED ACTIVITY, WASHINGTON NJHS	2,315.94	30.00	603.00	0.00	610.80	2,308.14	0.00	2,308.14
200 9218	STUDENT MANAGED ACTIVITY, JEFF.JR.NAT.HONOR S	755.11	690.00	690.00	0.00	0.00	1,445.11	630.00	815.11
200 9219	STUDENT MANAGED ACTIVITY, NATIONAL HONOR SOCI	4,706.13	0.00	2,815.00	836.20	1,953.22	5,567.91	460.53	5,107.38
200 9223	STUDENT MANAGED ACTIVITY, WHITMER PUBLIC FORU	75.00-	0.00	0.00	0.00	0.00	75.00-	0.00	75.00-
200 9224	STUDENT MANAGED ACTIVITY, WHITMER PANTHEON	122.79-	0.00	0.00	0.00	0.00	122.79-	0.00	122.79-
200 9229	STUDENT MANAGED ACTIVITY, SPANISH CLUB	337.40	0.00	345.00	78.50	423.50	258.90	0.00	258.90
200 9230	STUDENT MANAGED ACTIVITY, SPANISH HONORARY SO	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200 9231	STUDENT MAG.ACTIVITY WHITMER STUDENT COUNCIL	6,559.89	0.00	27,620.15	211.68	11,993.85	22,186.19	179.00	22,007.19
200 9232	STUDENT MANAGED ACT-PANTHER NATION	4,459.70	0.00	0.00	0.00	0.00	4,459.70	0.00	4,459.70
200 9233	STUDENT MANAGED ACTIVITY - JOB TRAINING	220.95	0.00	71.00	0.00	89.77	202.18	0.00	202.18

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank	
Begin	Balance	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code	
200 9253	STUDENT MANAGED ACTIVITY, WHITMER COSMETOLOGY	111.96	0.00	295.00	0.00	192.50	214.46	0.00	214.46
200 9255	STUDENT MANAGED ACTIVITY, WHITMER AM.WELDING	168.42	0.00	315.00	0.00	210.00	273.42	0.00	273.42
200 9256	STUDENT MANAGED ACTIVITY, DIGITAL GRAPHIC DES	2,615.72	0.00	0.00	0.00	0.00	2,615.72	0.00	2,615.72
200 9257	STUDENT MANAGED ACTIVITY, WHITMER AUTO TECH I	573.26	0.00	0.00	0.00	149.88	423.38	0.00	423.38
200 9258	STUDENT MANAGED ACTIVITY, WHITMER RES.CONSTRU	218.83	0.00	605.00	0.00	315.00	508.83	0.00	508.83
200 9260	STUDENT MANAGED ACTIVITY, WASHINGTON STUDENT	2,387.32	0.00	251.75	175.00	372.68	2,266.39	457.55	1,808.84
200 9261	STUDENT MANAGED ACTIVITY, WHITMER FINE ARTS	327.68	0.00	0.00	0.00	0.00	327.68	0.00	327.68
200 9264	STUDENT MANAGED ACTIVITY, PANTHERETTES	5,306.24	12,697.97	25,586.06	15,636.10	26,358.83	4,533.47	11,835.61	7,302.14-
200 9269	STUDENT MANAGED ACTIVITY, FRENCH HONORARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200 9270	STUDENT MANAGED ACTIVITY, WHITMER AFRO AMERIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200 9271	STUDENT MANAGED ACTIVITY, WHITMER SKI CLUB	504.61	0.00	0.00	0.00	0.00	504.61	0.00	504.61
200 9273	S.T.E.M. CLUB	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200 9279	STUDENT MANAGED ACTIVITY, CHESS CLUB	194.51	0.00	215.00	0.00	268.00	141.51	0.00	141.51
200 9280	STUDENT MANAGED ACTIVITY, MATH HONORARY	613.81	820.00	2,373.52	1,810.00	2,170.00	817.33	0.00	817.33
200 9281	STUDENT MANAGED ACTIVITY, GERMAN HONORARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200 9284	STUDENT MANAGED ACTIVITY, HOME EC RELATED OCC	292.37	0.00	0.00	0.00	0.00	292.37	0.00	292.37

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank	
Begin	MTD	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code	
Balance	Receipts								
200 9351	CLASS OF 2000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
200 9352	CLASS OF 2001	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
200 9353	CLASS OF 2002	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
200 9354	CLASS OF 2003	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
200 9355	CLASS OF 2004	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
200 9356	CLASS OF 2005	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
200 9357	CLASS OF 2006	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
200 9358	CLASS OF 2007	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
200 9359	WHITMER CLASS OF 2008	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
200 9360	WHITMER CLASS OF 2009	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
200 9361	WHITMER CLASS OF 2010	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
200 9362	CLASS OF 2011	243.74	0.00	0.00	243.74	0.00	0.00	0.00	
200 9363	CLASS OF 2012	1,047.65	0.00	0.00	1,047.65	0.00	0.00	0.00	
200 9364	STUDENT MANAGED ACT - BROOMBALL CLUB	764.48	205.00	4,255.00	470.00	4,156.00	863.48	0.00	863.48
200 9365	CLASS OF 2013	3,132.25	0.00	0.00	0.00	483.61	2,648.64	0.00	2,648.64
200 9366	CLASS OF 2014	1,388.85	0.00	0.00	0.00	0.00	1,388.85	0.00	1,388.85

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank
Begin	Balance	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code
		Receipts						
200 9367	CLASS OF 2015							
	1,067.55	0.00	0.00	0.00	1,067.55	0.00	1,067.55	
200 9368	CLASS OF 2016							
	104.30	0.00	0.00	0.00	104.30	0.00	104.30	
200 9369	CLASS OF 2017							
	139.87	0.00	0.00	0.00	139.87	0.00	139.87	
200 9370	CLASS OF 2018							
	11,034.57	0.00	6,000.00-	0.00	5,034.57	0.00	5,034.57	
200 9371	CLASS OF 2019							
	4,014.88	28,675.75	28,675.75	25,128.00	27,413.00	5,277.63	1,700.00	3,577.63
200 9372	WHITMER CLASS OF 2020							
	808.39	0.00	0.00	0.00	500.00	308.39	0.00	308.39
200 9373	CLASS OF 2021							
	817.50	0.00	107.00	0.00	0.00	924.50	0.00	924.50
200 9374	CLASS OF 2022							
	0.00	0.00	172.00	0.00	0.00	172.00	0.00	172.00
200 9375	CLASS OF 2023							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL FOR Fund 200 - STUDENT MANAGED ACTIVITY:							
	227,903.90	55,192.97	217,916.65	79,940.08	198,927.83	246,892.72	39,024.11	207,868.61
300 9220	ACTIVITIES-SPEC.REV.-NEWSPAPER/PANTHERS PAUSE							
	2.95	0.00	0.00	0.00	0.00	2.95	0.00	2.95
300 9221	ACTIVITIES-SPEC.REV.-NATIONAL FORENSIC LEAGUE							
	6,897.55	1,857.00	13,768.27	4,359.95	19,430.57	1,235.25	3,862.09	2,626.84-
300 9222	ACTIVITIES-SPEC.REV. , WHS YEARBOOK/YEAR VIDEO							
	32,307.59	3,555.00	27,171.25	12,508.38	28,775.92	30,702.92	374.56	30,328.36
300 9227	WHITMER SCHOOL STORE							
	642.00	0.00	488.00	74.01	324.01	805.99	175.99	630.00
300 9254	ACTIVITIES-SPEC.REV. , WASHINGTON GEN. ACTIVIT							
	10,729.34	1,087.46	26,484.89	949.12	16,592.25	20,621.98	7,827.27	12,794.71
300 9275	ACTIVITIES-SPEC.REV. , JEFFERSON GEN. ACTIVITY							
	10,884.57	423.00	7,462.77	72.31	8,277.89	10,069.45	1,389.08	8,680.37

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank	
Begin	Balance	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code	
300 9300	ACTIVITIES-SPEC.REV. , WHITMER BAND FUND	4,159.24	1,156.49	5,532.96	2,026.00	3,867.25	5,824.95	240.00	5,584.95
300 9301	ACTIVITIES-SPEC.REV. , WHITMER ORCHESTRA FUND	1,688.51	90.00	5,382.00	2,117.50	6,892.88	177.63	0.00	177.63
300 9302	ACTIVITIES-SPEC.REV. , JEFFERSON CHOIR	614.75	0.00	30.00	0.00	0.00	644.75	0.00	644.75
300 9304	ACTIVITIES-SPEC.REV.-WHITMER GENERAL ACTIVITY	18,877.37	8,257.53-	10,586.82	1,960.92	7,275.93	22,188.26	6,737.15	15,451.11
300 9305	ACTIVITIES-SPEC.REV. , WHITMER WRESTLING CLUB	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300 9306	ACTIVITIES - WHITMER AFTER PROM	4,142.56	4,815.00	26,695.00	6,995.28	20,884.71	9,952.85	6,750.00	3,202.85
300 9308	PANTHER PROWL ACTIVITY FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300 9311	ACTIVITIES-SPEC.REV. , VOCAL MUSIC	3,235.75	6,542.00	26,046.45	8,049.95	21,448.48	7,833.72	271.50	7,562.22
300 9316	ACTIVITIES-SPEC.REV. , WASHINGTON CHOIR	105.12	0.00	0.00	0.00	0.00	105.12	0.00	105.12
300 9318	WASHINGTON JR.HIGH GIRLS ROCK	813.27	0.00	225.10	96.88	554.94	483.43	30.74	452.69
300 9330	ACTIVITIES-SPEC.REV. , JEFFERSON DRAMA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300 9500	ACTIVITIES-SPEC.REV. , DISTRICT ATHLETICS	90,874.79	10,877.81	247,257.31	24,464.28	225,915.60	112,216.50	10,886.38	101,330.12
300 9503	BASEBALL CLUB	11,770.54	208.63	1,439.41	2,525.00	6,608.23	6,601.72	1,540.00	5,061.72
300 9506	BOYS BASKETBALL CLUB	4,966.35	1,133.79	5,152.27	500.00	2,134.67	7,983.95	1,300.00	6,683.95
300 9509	BOYS SOCCER CLUB	407.36	1,213.11	6,915.20	325.00	5,134.29	2,188.27	2,442.00	253.73-
300 9512	FOOTBALL CLUB	3,695.72	1,102.81	10,601.04	0.00	12,235.00	2,061.76	1,200.00	861.76

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank	
Begin	Balance	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code	
		MTD Receipts							
300 9515	BOYS CROSS COUNTRY CLUB	275.81	0.00	1,990.00	0.00	1,665.50	600.31	0.00	600.31
300 9518	BOYS TENNIS CLUB	150.00	0.00	100.00	0.00	0.00	250.00	0.00	250.00
300 9521	WRESTLING CLUB	12,350.26	0.00	23,409.53	0.00	17,941.08	17,818.71	924.35	16,894.36
300 9524	BOYS GOLF CLUB	613.49	0.00	244.54	0.00	535.00	323.03	70.00	253.03
300 9527	DISTRICT ATHLETICS CLUB	510.00	0.00	0.00	0.00	0.00	510.00	0.00	510.00
300 9530	GIRLS BASKETBALL CLUB	7,874.53	200.00	6,157.31	0.00	5,248.09	8,783.75	1,500.00	7,283.75
300 9533	GIRLS SOCCER CLUB	3,575.85	43.66	5,039.71	0.00	5,289.29	3,326.27	330.00	2,996.27
300 9536	SOFTBALL CLUB	10,727.34	1,860.00	16,782.00	8,863.19	22,882.16	4,627.18	833.36	3,793.82
300 9539	VOLLEYBALL CLUB	18,990.01	5,731.26	32,434.21	4,007.44	24,934.03	26,490.19	14,969.00	11,521.19
300 9542	GIRLS CROSS COUNTRY CLUB	13,771.29	2,490.00	16,001.99	2,309.50	21,205.26	8,568.02	750.00	7,818.02
300 9545	GIRLS GOLF CLUB	1,643.16	100.81	1,801.18	0.00	922.84	2,521.50	0.00	2,521.50
300 9548	GYMNASTICS CLUB	602.37	0.00	2,216.00	0.00	2,413.22	405.15	37.40	367.75
300 9551	GIRLS TENNIS CLUB	362.02	0.00	0.00	0.00	0.00	362.02	0.00	362.02
300 9554	GIRLS TRACK CLUB	12,347.96	2,223.66	6,442.84	2,943.92	10,573.18	8,217.62	2,000.00	6,217.62
300 9557	BOYS TRACK CLUB	8,421.23	804.00	12,217.26	402.22	10,459.10	10,179.39	1,906.33	8,273.06
300 9560	ATHLETIC CONCESSIONS CLUB	14,861.49	2,526.35	23,165.71	5,438.98	23,225.22	14,801.98	5,455.46	9,346.52

Fund #	Fund Description	FYTD	MTD	FYTD	Current	Current	Unencumbered	Bank
Begin	Balance	Receipts	Expenditures	Expenditures	Fund Balance	Encumbrances	Fund Balance	Code
		MTD Receipts						
TOTAL FOR Fund 572 - TITLE I DISADVANTAGED CHILDRE								
	65,889.04	246,706.83	1,781,947.86	166,903.41	1,751,219.15	96,617.75	11,464.51	85,153.24
590 9108	TITLE II-A TEACHER QUALITY FISCAL YEAR 2008							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590 9111	TITLE II-A TEACHER QUALITY							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590 9112	TITLE II-A TEACHER QUALITY							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590 9113	TITLE II-A TEACHER QUALITY							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590 9114	TITLE II-A TEACHER QUALITY							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590 9115	TITLE II-A TEACHER QUALITY							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590 9116	TITLE II-A TEACHER QUALITY							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590 9117	TITLE II-A TEACHER QUALITY							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
590 9118	TITLE II-A TEACHER QUALITY							
	34,424.72	0.00	16,317.38	0.00	50,742.10	0.00	0.00	0.00
590 9119	TITLE II-A TEACHER QUALITY							
	0.00	13,144.81	143,959.12	6,161.93	114,794.10	29,165.02	14,897.08	14,267.94
TOTAL FOR Fund 590 - IMPROVING TEACHER QUALITY:								
	34,424.72	13,144.81	160,276.50	6,161.93	165,536.20	29,165.02	14,897.08	14,267.94
599 9118	MISC. FED. GRANT							
	0.00	0.00	174.75	0.00	174.75	0.00	0.00	0.00
599 9119	MISC. FED. GRANT							
	0.00	380.00	119,913.19	0.00	99,913.19	20,000.00	0.00	20,000.00
TOTAL FOR Fund 599 - MISCELLANEOUS FED. GRANT FUND								
	0.00	380.00	120,087.94	0.00	100,087.94	20,000.00	0.00	20,000.00
GRAND TOTALS:								
	39,874,064.75	6,091,200.59	105,061,571.88	8,450,366.65	99,961,092.76	44,974,543.87	3,129,307.13	41,845,236.74

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
158812	W	05/03/2019	ACP DIRECT AFFORDABLE COMPUTER PRODUCTS	013293	RECONCILED:05/31/2019		368.95
						Vendor total:	\$368.95
158944	W	05/08/2019	ADAMS, JOSH WHITMER HS	012339	RECONCILED:05/31/2019		275.40
159263	W	05/29/2019	ADAMS, JOSH WHITMER HS	012339	RECONCILED:05/31/2019		593.05
						Vendor total:	\$868.45
158813	W	05/03/2019	ADAMSON PRINTING, INC.	004677	RECONCILED:05/31/2019		439.47
159212	W	05/29/2019	ADAMSON PRINTING, INC.	004677			214.40
						Vendor total:	\$653.87
158992	W	05/15/2019	ADVANCED INCENTIVES INC.	001381	RECONCILED:05/31/2019		4,250.00
159121	W	05/22/2019	ADVANCED INCENTIVES INC.	001381	RECONCILED:05/31/2019		1,404.76
						Vendor total:	\$5,654.76
159272	W	05/31/2019	ALBRIGHT, MITCHELL CTC	015585			64.34
						Vendor total:	\$64.34
158814	W	05/03/2019	ALGARIN, TIFFANY SHORELAND	014702	RECONCILED:05/31/2019		145.00
						Vendor total:	\$145.00
158896	W	05/08/2019	ALLEN COUNTY BD. OF EDUCATION	000002	RECONCILED:05/31/2019		180.00
						Vendor total:	\$180.00
158993	W	05/15/2019	ALLEN, MADISUN	015964	RECONCILED:05/31/2019		214.49
						Vendor total:	\$214.49
158815	W	05/03/2019	ALLIED 100 AED SUPERSTORE	014266	RECONCILED:05/31/2019		4,094.10
						Vendor total:	\$4,094.10
158897	W	05/08/2019	ALLSHRED SERVICES, INC.	004251	RECONCILED:05/31/2019		60.00
						Vendor total:	\$60.00
158816	W	05/03/2019	ALRO STEEL CORP. DEPT. 771478	011095	RECONCILED:05/31/2019		579.55
158994	W	05/15/2019	ALRO STEEL CORP. DEPT. 771478	011095	RECONCILED:05/31/2019		3,832.88
						Vendor total:	\$4,412.43
158995	W	05/15/2019	ALWAYS PROMOTING	010660	RECONCILED:05/31/2019		5,860.00

Date: 06/05/2019
Time: 7:58 am

Washington Local
SORT BY VENDOR NAME
WASHINGTON LOCAL SCHOOLS
CHECK DATES BETWEEN 05/01/2019 AND 05/31/2019
ALL CHECKS SELECTED

Page: 2
(CHEKPY)

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK	AMOUNT

ATTN: DICK ANSARA								
							Vendor total:	\$5,860.00
159122	W	05/22/2019	AMAZON.COM	010822	RECONCILED:05/31/2019			3,398.69
							Vendor total:	\$3,398.69
159188	W	05/23/2019	AMERICAN FIDELITY ADMINISTRATIVE SERVICES LLC	015060				760.10
							Vendor total:	\$760.10
001719	W	05/03/2019	AMERICAN FIDELITY CORP.	000883	RECONCILED:05/31/2019			729.86
							Vendor total:	\$729.86
001720	W	05/03/2019	AMERICAN FIDELITY CORPORATION	000731	RECONCILED:05/31/2019			2,009.63
							Vendor total:	\$2,009.63
158996	W	05/15/2019	AMES LOCKSMITH COMPANY MARK VERNON AMES	004341	RECONCILED:05/31/2019			1,122.00
							Vendor total:	\$1,122.00
158817	W	05/03/2019	ANDERSON'S PINSATIONS	012022	RECONCILED:05/31/2019			339.17
							Vendor total:	\$339.17
159189	W	05/23/2019	API INDUSTRIES	015970	RECONCILED:05/31/2019			3,000.00
							Vendor total:	\$3,000.00
158818	W	05/03/2019	APPLAUSE LEARNING RESOURCES	000627	RECONCILED:05/31/2019			168.95
							Vendor total:	\$168.95
158997	W	05/15/2019	AT & T	000013	RECONCILED:05/31/2019			3,988.72
159077	W	05/15/2019	AT & T	000013	RECONCILED:05/31/2019			1,315.95
							Vendor total:	\$5,304.67
158998	W	05/15/2019	AT & T LONG DISTANCE	015046	RECONCILED:05/31/2019			153.95
							Vendor total:	\$153.95
159213	W	05/29/2019	AUTO-JET MUFFLER CORPORATION S.L."ANDY" " ANDERSON"	000195				190.74
							Vendor total:	\$190.74
159214	W	05/29/2019	B & B BOX COMPANY INC.	001603				4,000.98
							Vendor total:	\$4,000.98
159190	W	05/23/2019	B & H PHOTO-VIDEO REMITTANCE PROCESSING CENTER	002291	RECONCILED:05/31/2019			105.39
159215	W	05/29/2019	B & H PHOTO-VIDEO REMITTANCE PROCESSING CENTER	002291				2,982.27
							Vendor total:	\$3,087.66

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT	
158981	W	05/08/2019	B & T BLEVINS ENTERPRISES, LLC JM DESIGNS	015136	RECONCILED:05/31/2019		2,037.50	
							Vendor total:	\$2,037.50
158791	W	05/03/2019	BAIDEL, REIS WHITMER/CTC	011755	RECONCILED:05/31/2019		16.48	
158987	W	05/10/2019	BAIDEL, REIS WHITMER/CTC	011755	RECONCILED:05/31/2019		403.27	
158999	W	05/15/2019	BAIDEL, REIS WHITMER/CTC	011755	RECONCILED:05/31/2019		456.43	
159078	W	05/15/2019	BAIDEL, REIS WHITMER/CTC	011755	RECONCILED:05/31/2019		235.95	
159191	W	05/23/2019	BAIDEL, REIS WHITMER/CTC	011755			274.78	
159273	W	05/31/2019	BAIDEL, REIS WHITMER/CTC	011755			172.94	
							Vendor total:	\$1,559.85
159000	W	05/15/2019	BAMBINO'S PIZZA & SUBS	015830	RECONCILED:05/31/2019		6,172.25	
							Vendor total:	\$6,172.25
901702	M	05/06/2019	BANK MEMO VENDOR	950000			27,479.39	
901704	M	05/21/2019	BANK MEMO VENDOR	950000			30,570.32	
							Vendor total:	\$58,049.71
158819	W	05/03/2019	BARNES & NOBLE BOOKSTORE	003018	RECONCILED:05/31/2019		384.00	
158898	W	05/08/2019	BARNES & NOBLE BOOKSTORE	003018	RECONCILED:05/31/2019		173.35	
							Vendor total:	\$557.35
159123	W	05/22/2019	BARNES & NOBLE COLLEGE BOOKSELLERS,MLLC.	015016	RECONCILED:05/31/2019		433.40	
							Vendor total:	\$433.40
158770	W	04/24/2019	BATTERY H, 1ST OVLA MICHAEL L. PAYDEN	014903	VOID: 05/30/2019		200.00	
							Vendor total:	\$200.00
159216	W	05/29/2019	BAUDVILLE	001478			2,102.36	
							Vendor total:	\$2,102.36
158899	W	05/08/2019	BAZ GROUP, INC.	004489	RECONCILED:05/31/2019		360.00	
							Vendor total:	\$360.00

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
158820	W	05/03/2019	BEAMONT HEATING & COOLING	015142	RECONCILED:05/31/2019		3,845.83
159001	W	05/15/2019	BEAMONT HEATING & COOLING	015142	RECONCILED:05/31/2019		13,081.39
159217	W	05/29/2019	BEAMONT HEATING & COOLING	015142			961.65
						Vendor total:	\$17,888.87
159002	W	05/15/2019	BELL, GERALD E. MCGREGOR	002715	RECONCILED:05/31/2019		134.55
						Vendor total:	\$134.55
158945	W	05/08/2019	BENSON, BRANDON	015986	RECONCILED:05/31/2019		400.00
						Vendor total:	\$400.00
158821	W	05/03/2019	BERNHARDT, ALBERT HIAWATHA ELEMENTARY	012226	RECONCILED:05/31/2019		36.00
						Vendor total:	\$36.00
158822	W	05/03/2019	BEST BUY DBA/BEST BUY	001300	RECONCILED:05/31/2019		191.12
						Vendor total:	\$191.12
158946	W	05/08/2019	BEYER, TARA	015981	RECONCILED:05/31/2019		350.00
						Vendor total:	\$350.00
158900	W	05/08/2019	BLICK, DICK	000540	RECONCILED:05/31/2019		2,799.34
						Vendor total:	\$2,799.34
159003	W	05/15/2019	BOILERS, CONTROLS EQUIPMENT, INC.	001030	RECONCILED:05/31/2019		2,013.46
						Vendor total:	\$2,013.46
159079	W	05/15/2019	BOOK THAT DJ JL ENTERTAINMENT SERVICE LLC.	015996	RECONCILED:05/31/2019		495.00
						Vendor total:	\$495.00
159192	W	05/23/2019	BOSCH, LORI BETH C/O WASHINGTON	005037			14.40
						Vendor total:	\$14.40
159255	W	05/29/2019	BOWLING GREEN STATE UNIVERSITY BURSAR'S OFFICE	002359			750.00
						Vendor total:	\$750.00
159124	W	05/22/2019	BRAHIER OIL INC.	011774	RECONCILED:05/31/2019		18,345.55
						Vendor total:	\$18,345.55
159125	W	05/22/2019	BRICKER & ECKLER LLP	011789	RECONCILED:05/31/2019		4,892.36
						Vendor total:	\$4,892.36

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158823	W	05/03/2019	BROWN INDUSTRIES, INC	010410	RECONCILED:05/31/2019		438.69
						Vendor total:	\$438.69
158901	W	05/08/2019	BUCKEYE BROADBAND	002962	RECONCILED:05/31/2019		28.89
159004	W	05/15/2019	BUCKEYE BROADBAND	002962	RECONCILED:05/31/2019		117.50
						Vendor total:	\$146.39
159080	W	05/15/2019	BUMPIN' BUBBLES, LLC	015948	RECONCILED:05/31/2019		607.10
						Vendor total:	\$607.10
159126	W	05/22/2019	CAMBAL, TINA	015823			14.79
						Vendor total:	\$14.79
159081	W	05/15/2019	CANDLELIGHT OCCASIONS LJS PARTNERSHIP	011002	RECONCILED:05/31/2019		2,200.50
						Vendor total:	\$2,200.50
159127	W	05/22/2019	CAPABLE KIDS, LLC HEATHER N. BEAM	015998			4,800.00
						Vendor total:	\$4,800.00
158824	W	05/03/2019	CARDINAL BUS SALES & SERV.	002260	RECONCILED:05/31/2019		5,892.51
						Vendor total:	\$5,892.51
159218	W	05/29/2019	CAROLINA BIOLOGICAL	000385			669.22
						Vendor total:	\$669.22
158825	W	05/03/2019	CARUSO, DENISE	015943	RECONCILED:05/31/2019		2,000.00
						Vendor total:	\$2,000.00
158826	W	05/03/2019	CDW (COMPUTER DISCOUNT WHSE)	003977	RECONCILED:05/31/2019		325.00
159005	W	05/15/2019	CDW (COMPUTER DISCOUNT WHSE)	003977	RECONCILED:05/31/2019		12,449.00
						Vendor total:	\$12,774.00
158988	W	05/10/2019	CEDAR POINT GROUP SALES DEPARTMENT	003381	RECONCILED:05/31/2019		1,615.00
						Vendor total:	\$1,615.00
159256	W	05/29/2019	CEDARVILLE UNIVERSITY	016014			1,000.00
						Vendor total:	\$1,000.00
159006	W	05/15/2019	CENGAGE LEARNING	003521	RECONCILED:05/31/2019		374.00
						Vendor total:	\$374.00
159257	W	05/29/2019	CENTRAL MICHIGAN UNIVERSITY	016015			750.00

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159264	W	05/29/2019	CENTRAL MICHIGAN UNIVERSITY	016015			1,000.00
						Vendor total:	\$1,750.00
159128	W	05/22/2019	CENTRAL OHIO MEDICAL REVIEW	015327			1,925.00
						Vendor total:	\$1,925.00
159274	W	05/31/2019	CHAKA, KATHLEEN WASHINGTON	010146			171.79
						Vendor total:	\$171.79
158827	W	05/03/2019	CILLEY, HAROLD TRANSPORTATION	014541	RECONCILED:05/31/2019		23.24
						Vendor total:	\$23.24
158828	W	05/03/2019	CINTAS CORP.	002805	RECONCILED:05/31/2019		169.97
						Vendor total:	\$169.97
159258	W	05/29/2019	CLEVELAND STATE UNIVERSITY	016013			400.00
159265	W	05/29/2019	CLEVELAND STATE UNIVERSITY	016013			1,000.00
159268	W	05/29/2019	CLEVELAND STATE UNIVERSITY	016013			750.00
						Vendor total:	\$2,150.00
158982	W	05/08/2019	COLLINGWOOD WATER CO., INC.	005338	RECONCILED:05/31/2019		107.00
						Vendor total:	\$107.00
158829	W	05/03/2019	COLUMBIA GAS OF OHIO	000003	RECONCILED:05/31/2019		81.25
159129	W	05/22/2019	COLUMBIA GAS OF OHIO	000003	RECONCILED:05/31/2019		10,403.44
159219	W	05/29/2019	COLUMBIA GAS OF OHIO	000003			344.74
						Vendor total:	\$10,829.43
159259	W	05/29/2019	COLUMBUS COLLEGE OF ART & DESIGN	016012			400.00
						Vendor total:	\$400.00
159007	W	05/15/2019	COMMUNICATION EXCHANGE LLC.	014855	RECONCILED:05/31/2019		4,905.00
						Vendor total:	\$4,905.00
159130	W	05/22/2019	COMMUNITY TRANSIT SERVICE ANNE GRADY SERVICES	013804	RECONCILED:05/31/2019		22,175.00
159220	W	05/29/2019	COMMUNITY TRANSIT SERVICE ANNE GRADY SERVICES	013804			9,810.00
						Vendor total:	\$31,985.00
158792	W	05/03/2019	COSTUME HOLIDAY HOUSE	003400	RECONCILED:05/31/2019		1,093.25
						Vendor total:	\$1,093.25

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Time: 7:58 am

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159008	W	05/15/2019	CRAHAN, KATHLEEN	012163	RECONCILED:05/31/2019		100.00
						Vendor total:	\$100.00
158902	W	05/08/2019	CRAIG'S FLOWERS & GIFTS JERRY SCOTT CRAIG	002232	RECONCILED:05/31/2019		515.16
159275	W	05/31/2019	CRAIG'S FLOWERS & GIFTS JERRY SCOTT CRAIG	002232			26.00
						Vendor total:	\$541.16
159009	W	05/15/2019	CROSSON, BRENDA	014930	RECONCILED:05/31/2019		286.40
						Vendor total:	\$286.40
158947	W	05/08/2019	CROWNE EXCELLENCE	015472	RECONCILED:05/31/2019		4,645.20
						Vendor total:	\$4,645.20
159010	W	05/15/2019	CROWNE PLAZA	002096	RECONCILED:05/31/2019		579.00
						Vendor total:	\$579.00
158903	W	05/08/2019	CULLIGAN OF NORTHWEST OHIO	014516	RECONCILED:05/31/2019		186.75
						Vendor total:	\$186.75
158830	W	05/03/2019	CUMMINS BRIDGEWAY, LLC #774494	002441	RECONCILED:05/31/2019		153.10
						Vendor total:	\$153.10
159131	W	05/22/2019	D & M DESIGNS MARANDA GRAY	015680			256.00
						Vendor total:	\$256.00
158831	W	05/03/2019	DAKE, CHRISTINA WHITMER	000391	RECONCILED:05/31/2019		100.23
						Vendor total:	\$100.23
159193	W	05/23/2019	DAN RODGERS SPORTING GOODS INC	002011	RECONCILED:05/31/2019		1,910.00
						Vendor total:	\$1,910.00
158904	W	05/08/2019	DATA RECOGNITION CORP. BIN#131410	015010	RECONCILED:05/31/2019		2,230.44
						Vendor total:	\$2,230.44
158948	W	05/08/2019	DAVES RUNNING SHOP LLC	015339	RECONCILED:05/31/2019		822.00
						Vendor total:	\$822.00
159221	W	05/29/2019	DAVIS, BRIAN CENTRAL OFFICE	013000			132.60
						Vendor total:	\$132.60
158832	W	05/03/2019	DEDO, KIMBERLY SHORELAND	002460			45.50

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							Vendor total:	\$45.50
158949	W	05/08/2019	DELAWARE CITY BOARD OF EDUCATION	015984	RECONCILED:05/31/2019		300.00	
							Vendor total:	\$300.00
158905	W	05/08/2019	DELTA DENTAL PLAN OF OHIO FOR WIRE USE ONLY	014623	RECONCILED:05/31/2019		10,998.00	
159011	W	05/15/2019	DELTA DENTAL PLAN OF OHIO FOR WIRE USE ONLY	014623	RECONCILED:05/31/2019		12,353.52	
159132	W	05/22/2019	DELTA DENTAL PLAN OF OHIO FOR WIRE USE ONLY	014623	RECONCILED:05/31/2019		6,760.46	
159222	W	05/29/2019	DELTA DENTAL PLAN OF OHIO FOR WIRE USE ONLY	014623	RECONCILED:05/31/2019		8,945.04	
159297	W	05/30/2019	DELTA DENTAL PLAN OF OHIO FOR WIRE USE ONLY	014623	RECONCILED:05/31/2019		11,364.78	
							Vendor total:	\$50,421.80
159194	W	05/23/2019	DENSMORE, BRAD WHITMER	014931			1,925.00	
							Vendor total:	\$1,925.00
159012	W	05/15/2019	DEPT OF PUBLIC UTILITIES DIVISION OF WATER	000157	RECONCILED:05/31/2019		7,102.16	
159133	W	05/22/2019	DEPT OF PUBLIC UTILITIES DIVISION OF WATER	000157	RECONCILED:05/31/2019		10,801.16	
159223	W	05/29/2019	DEPT OF PUBLIC UTILITIES DIVISION OF WATER	000157			5,369.86	
							Vendor total:	\$23,273.18
158950	W	05/08/2019	DERBY, ADAM	015977	RECONCILED:05/31/2019		400.00	
							Vendor total:	\$400.00
159224	W	05/29/2019	DHE COMPUTER SYSTEMS	015550			118,997.06	
							Vendor total:	\$118,997.06
158951	W	05/08/2019	DONNELL, CRAIG WHITMER/CTC	004417	RECONCILED:05/31/2019		89.00	
159276	W	05/31/2019	DONNELL, CRAIG WHITMER/CTC	004417			91.50	
							Vendor total:	\$180.50
159013	W	05/15/2019	DRURY INN & SUITES DIS COLUMBUS CONVENTION	010196			1,705.00	

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							Vendor total:	\$1,705.00
159134	W	05/22/2019	DYNALITE BATTERY	010308	RECONCILED:05/31/2019		1,660.00	
							Vendor total:	\$1,660.00
159135	W	05/22/2019	EARL MECHANICAL SERVICES, INC.	002453	RECONCILED:05/31/2019		1,110.00	
							Vendor total:	\$1,110.00
159225	W	05/29/2019	EDGE DOCUMENT SOLUTIONS, INC	003533			344.90	
							Vendor total:	\$344.90
158833	W	05/03/2019	EDUCATIONAL SERVICE CENTER OF LAKE ERIE WEST	000234	RECONCILED:05/31/2019		22,221.27	
158906	W	05/08/2019	EDUCATIONAL SERVICE CENTER OF LAKE ERIE WEST	000234	RECONCILED:05/31/2019		41,183.21	
159014	W	05/15/2019	EDUCATIONAL SERVICE CENTER OF LAKE ERIE WEST	000234	RECONCILED:05/31/2019		2,838.56	
159136	W	05/22/2019	EDUCATIONAL SERVICE CENTER OF LAKE ERIE WEST	000234	RECONCILED:05/31/2019		5,202.24	
159226	W	05/29/2019	EDUCATIONAL SERVICE CENTER OF LAKE ERIE WEST	000234			108.70	
							Vendor total:	\$71,553.98
158907	W	05/08/2019	EDULASTIC SNAPWIZ, INC.	015946	RECONCILED:05/31/2019		500.00	
							Vendor total:	\$500.00
158793	W	05/03/2019	ELLIOTT, JEREMY JEFFERSON, JR.	001455	RECONCILED:05/31/2019		45.98	
159082	W	05/15/2019	ELLIOTT, JEREMY JEFFERSON, JR.	001455	RECONCILED:05/31/2019		130.21	
159277	W	05/31/2019	ELLIOTT, JEREMY JEFFERSON, JR.	001455			492.77	
							Vendor total:	\$668.96
159278	W	05/31/2019	ENGRAVED IMAGE COMPANY MATT HART	002015			139.00	
							Vendor total:	\$139.00
159015	W	05/15/2019	EQUIPARTS	011235	RECONCILED:05/31/2019		2,994.60	
							Vendor total:	\$2,994.60
158908	W	05/08/2019	ETR ASSOCIATES	001867	RECONCILED:05/31/2019		67.97	
							Vendor total:	\$67.97

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159137	W	05/22/2019	FACTS ON FILE, INC. dba INFOBASE LEARNING	014056	RECONCILED:05/31/2019		760.41
						Vendor total:	\$760.41
158834	W	05/03/2019	FASTENAL	001052	RECONCILED:05/31/2019		147.94
158909	W	05/08/2019	FASTENAL	001052	RECONCILED:05/31/2019		370.99
						Vendor total:	\$518.93
158910	W	05/08/2019	FIC DEALERSHIPS-MAUMEE	015610	RECONCILED:05/31/2019		2,153.60
						Vendor total:	\$2,153.60
159279	W	05/31/2019	FIFTH THIRD BANK ***DO NOT MAIL***	013562	RECONCILED:05/31/2019		12,282.59
						Vendor total:	\$12,282.59
901701	C	05/10/2019	FIFTH THIRD BANK PAYROLL ACCOUNT	900001	RECONCILED:05/31/2019		1,950,135.89
901703	C	05/24/2019	FIFTH THIRD BANK PAYROLL ACCOUNT	900001	RECONCILED:05/31/2019		2,166,853.11
						Vendor total:	\$4,116,989.00
158835	W	05/03/2019	FOLLETT SCHOOL SOLUTIONS, INC	005442	RECONCILED:05/31/2019		152.67
159227	W	05/29/2019	FOLLETT SCHOOL SOLUTIONS, INC	005442			641.28
						Vendor total:	\$793.95
159016	W	05/15/2019	FOREMAN IRRIGATION CO.	000166	RECONCILED:05/31/2019		5,071.30
						Vendor total:	\$5,071.30
158836	W	05/03/2019	FORREST AUTO SUPPLY, LLC	014827	RECONCILED:05/31/2019		2,182.20
						Vendor total:	\$2,182.20
158911	W	05/08/2019	FOUKE, JEFFERY CENTRAL OFFICE	001050	RECONCILED:05/31/2019		169.94
						Vendor total:	\$169.94
159017	W	05/15/2019	FRAME PEST CONTROL	001087	RECONCILED:05/31/2019		1,040.00
159138	W	05/22/2019	FRAME PEST CONTROL	001087	RECONCILED:05/31/2019		75.00
						Vendor total:	\$1,115.00
158952	W	05/08/2019	GEMBRESKA, NATHAN	015626	RECONCILED:05/31/2019		400.00
						Vendor total:	\$400.00
159228	W	05/29/2019	GEORGIA SOUTHERN UNIVERSITY	015939			1,475.00
						Vendor total:	\$1,475.00
159018	W	05/15/2019	GERONIMO-RIGGS, LAURA	012017	RECONCILED:05/31/2019		95.00

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WHITMER H.S.								
159083	W	05/15/2019	GERONIMO-RIGGS, LAURA WHITMER H.S.	012017	RECONCILED:05/31/2019		100.00	
							Vendor total:	\$195.00
159084	W	05/15/2019	GIOVANOLI, PAULA WHITMER/CTC BLDG.	002533	RECONCILED:05/31/2019		44.95	
							Vendor total:	\$44.95
159085	W	05/15/2019	GLASS CITY MOONALK RENTALS, LL MICHAEL DEVRIES	014880	RECONCILED:05/31/2019		654.93	
159116	W	05/16/2019	GLASS CITY MOONALK RENTALS, LL MICHAEL DEVRIES	014880	RECONCILED:05/31/2019		1,452.00	
							Vendor total:	\$2,106.93
159086	W	05/15/2019	GLYNN, JONNIE	015980	RECONCILED:05/31/2019		400.00	
							Vendor total:	\$400.00
159139	W	05/22/2019	GORDON FOOD SERVICES, INC.	010107	RECONCILED:05/31/2019		40,210.56	
							Vendor total:	\$40,210.56
159019	W	05/15/2019	GORDON STOWE ASSOCIATES TOM SWITALSKI	002605	RECONCILED:05/31/2019		210.00	
							Vendor total:	\$210.00
159020	W	05/15/2019	GRAINGER, INC.	000407	RECONCILED:05/31/2019		411.95	
159140	W	05/22/2019	GRAINGER, INC.	000407	RECONCILED:05/31/2019		856.10	
159229	W	05/29/2019	GRAINGER, INC.	000407			1,355.88	
							Vendor total:	\$2,623.93
159021	W	05/15/2019	GRANT, LISA JEFFERSON	013127	RECONCILED:05/31/2019		185.60	
159230	W	05/29/2019	GRANT, LISA JEFFERSON	013127			78.50	
159280	W	05/31/2019	GRANT, LISA JEFFERSON	013127			48.31	
							Vendor total:	\$312.41
159141	W	05/22/2019	GREAT LAKES BIOMEDICAL	013668	RECONCILED:05/31/2019		180.00	
159231	W	05/29/2019	GREAT LAKES BIOMEDICAL	013668			275.00	
							Vendor total:	\$455.00
158837	W	05/03/2019	GUARDIAN ALARM	000034	RECONCILED:05/31/2019		3,651.28	

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159022	W	05/15/2019	GUARDIAN ALARM	000034	RECONCILED:05/31/2019		140.98
159232	W	05/29/2019	GUARDIAN ALARM	000034			1,109.00
						Vendor total:	\$4,901.26
159142	W	05/22/2019	GUMMER WHOLESALE, INC.	015851	RECONCILED:05/31/2019		12,559.28
						Vendor total:	\$12,559.28
159143	W	05/22/2019	H & F REFRIGERATION	001498	RECONCILED:05/31/2019		2,274.00
						Vendor total:	\$2,274.00
158912	W	05/08/2019	H & H HEAVY DUTY A.C.I PARTS WAREHOUSING INC.	015940	RECONCILED:05/31/2019		212.54
						Vendor total:	\$212.54
158838	W	05/03/2019	HABITEC	002637	RECONCILED:05/31/2019		32.00
						Vendor total:	\$32.00
158391	W	04/03/2019	HAJOCA TOLEDO	015554	VOID: 05/13/2019		2,688.64
159023	W	05/15/2019	HAJOCA TOLEDO	015554	RECONCILED:05/31/2019		2,688.64
						Vendor total:	\$5,377.28
158839	W	05/03/2019	HAMERAY PUBLISHING GROUP	014079	RECONCILED:05/31/2019		45.95
						Vendor total:	\$45.95
159087	W	05/15/2019	HARTMAN, CURT WHITMER	011359	RECONCILED:05/31/2019		137.00
						Vendor total:	\$137.00
159144	W	05/22/2019	HEBAN, DEBRA WHITMER/CTC	001012	RECONCILED:05/31/2019		405.00
						Vendor total:	\$405.00
159088	W	05/15/2019	HEDE, JORDAN JEFFERSON	015104	RECONCILED:05/31/2019		79.45
159195	W	05/23/2019	HEDE, JORDAN JEFFERSON	015104	RECONCILED:05/31/2019		194.38
159281	W	05/31/2019	HEDE, JORDAN JEFFERSON	015104			1,060.00
						Vendor total:	\$1,333.83
159117	W	05/16/2019	HEINEMANN PUBLISHERS	000298	RECONCILED:05/31/2019		25,912.20
						Vendor total:	\$25,912.20
158953	W	05/08/2019	HENDRIKX, ANNE	014664			400.00
						Vendor total:	\$400.00

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
159089	W	05/15/2019	HENRY FORD MUSEUM	014262	RECONCILED:05/31/2019		375.00
						Vendor total:	\$375.00
158840	W	05/03/2019	HETRICK-GOFF, ANGELA WHITMER	001882	RECONCILED:05/31/2019		95.00
159090	W	05/15/2019	HETRICK-GOFF, ANGELA WHITMER	001882	RECONCILED:05/31/2019		143.52
						Vendor total:	\$238.52
158725	W	04/24/2019	HOFFMAN, SARA WHITMER	012671	VOID: 05/03/2019		194.36
						Vendor total:	\$194.36
159024	W	05/15/2019	HOME DEPOT DEPT. 32-2501910008	001585	RECONCILED:05/31/2019		4,199.86
159145	W	05/22/2019	HOME DEPOT DEPT. 32-2501910008	001585	RECONCILED:05/31/2019		584.14
						Vendor total:	\$4,784.00
159025	W	05/15/2019	HONEYWELL, INC.	005417	RECONCILED:05/31/2019		4,163.00
						Vendor total:	\$4,163.00
158841	W	05/03/2019	HOUGHTON MIFFLIN HARCOURT HM RECEIVABLES	013381	RECONCILED:05/31/2019		1,433.83
158913	W	05/08/2019	HOUGHTON MIFFLIN HARCOURT HM RECEIVABLES	013381	RECONCILED:05/31/2019		822.28
						Vendor total:	\$2,256.11
159146	W	05/22/2019	HUBANS, KAREN	012196	RECONCILED:05/31/2019		100.00
						Vendor total:	\$100.00
158842	W	05/03/2019	HUMAN RELATIONS MEDIA (HRM)	000671	RECONCILED:05/31/2019		321.89
						Vendor total:	\$321.89
159026	W	05/15/2019	HUTSON, MARY HIAWATHA ELEMENTARY	011670	VOID: 05/22/2019		100.00
						Vendor total:	\$100.00
159282	W	05/31/2019	IMAGE GROUP, THE	002689			50.00
						Vendor total:	\$50.00
158843	W	05/03/2019	INTERNATIONAL FUEL SYSTEMS	002329	RECONCILED:05/31/2019		1,883.57
						Vendor total:	\$1,883.57
158914	W	05/08/2019	ITIP OHIO	015887	RECONCILED:05/31/2019		1,165.00
						Vendor total:	\$1,165.00

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159283	W	05/31/2019	JAVA JOE'S FUNDRAISING LLC. MICHAEL DELUCA	015983			171.25
						Vendor total:	\$171.25
158989	W	05/10/2019	JEFFERSON JR. HIGH (419-473-8438)	000050	RECONCILED:05/31/2019		860.00
						Vendor total:	\$860.00
158794	W	05/03/2019	JIM'S TROPHIES& SCREENPRINTING LBB ENTERPRISES, LLC.	015963	RECONCILED:05/31/2019		300.41
						Vendor total:	\$300.41
158915	W	05/08/2019	JOHNSON, MELISSA MCGREGOR	012361	RECONCILED:05/31/2019		16.00
						Vendor total:	\$16.00
158795	W	05/03/2019	JONES SCHOOL SUPPLY	002222	RECONCILED:05/31/2019		440.11
						Vendor total:	\$440.11
159196	W	05/23/2019	JOSTENS	010484	RECONCILED:05/31/2019		12,508.38
						Vendor total:	\$12,508.38
159091	W	05/15/2019	KEHRES, ALEXA WASHINGTON	012594	RECONCILED:05/31/2019		371.61
						Vendor total:	\$371.61
159233	W	05/29/2019	KELVIN ELECTRONICS	002865			634.40
						Vendor total:	\$634.40
159284	W	05/31/2019	KNUTH, MARYA D. WASHINGTON JR. HIGH	001672			125.70
						Vendor total:	\$125.70
159147	W	05/22/2019	KROGER COLUMBUS CUSTOMER CHARGE	003435	RECONCILED:05/31/2019		1,257.68
						Vendor total:	\$1,257.68
159148	W	05/22/2019	LAKE-COOK DISTRIBUTORS, INC.	011992			209.70
						Vendor total:	\$209.70
159027	W	05/15/2019	LAMBERTVILLE HARDWARE	012394	RECONCILED:05/31/2019		81.33
						Vendor total:	\$81.33
158796	W	05/03/2019	LANHAM, DUANE	015382	RECONCILED:05/31/2019		2,024.44
						Vendor total:	\$2,024.44
159028	W	05/15/2019	LAWECKI, CARI TRANSPORTATION	013509	RECONCILED:05/31/2019		44.75
						Vendor total:	\$44.75

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159149	W	05/22/2019	LE PETIT GOURMET TWENTY SECOND CENTURY FOO	014057	RECONCILED:05/31/2019		474.50
						Vendor total:	\$474.50
158916	W	05/08/2019	LEONE, SUZANNA CENTRAL OFFICE	013844	RECONCILED:05/31/2019		305.49
						Vendor total:	\$305.49
159150	W	05/22/2019	LIEDEL POWER CLEANING	002059	RECONCILED:05/31/2019		1,390.00
						Vendor total:	\$1,390.00
158844	W	05/03/2019	LOHMAN, JUDSON	015971	RECONCILED:05/31/2019		301.13
						Vendor total:	\$301.13
159260	W	05/29/2019	LOURDES UNIVERSITY ADMISSIONS	012527			1,000.00
						Vendor total:	\$1,000.00
159029	W	05/15/2019	LOWE'S COMPANIES INC.	010366	RECONCILED:05/31/2019		2,950.48
159092	W	05/15/2019	LOWE'S COMPANIES INC.	010366	RECONCILED:05/31/2019		200.50
						Vendor total:	\$3,150.98
158845	W	05/03/2019	LYDEN OIL CO.	014929	RECONCILED:05/31/2019		2,922.79
						Vendor total:	\$2,922.79
159285	W	05/31/2019	MACKENZIE, JEFF WHITMER	000313			200.00
						Vendor total:	\$200.00
159030	W	05/15/2019	MACKIN EDUCATIONAL RESOURCES	015937	RECONCILED:05/31/2019		1,727.84
159234	W	05/29/2019	MACKIN EDUCATIONAL RESOURCES	015937			1,941.39
						Vendor total:	\$3,669.23
158846	W	05/03/2019	MAIL IT	004066	RECONCILED:05/31/2019		2,124.75
159151	W	05/22/2019	MAIL IT	004066	RECONCILED:05/31/2019		1,070.67
						Vendor total:	\$3,195.42
158847	W	05/03/2019	MAKERBOT INDUSTRIES LLC	014018	RECONCILED:05/31/2019		1,430.00
						Vendor total:	\$1,430.00
159152	W	05/22/2019	MARKERBOARD PEOPLE, THE	004813	RECONCILED:05/31/2019		238.00
						Vendor total:	\$238.00
158954	W	05/08/2019	MAROON, DUSTIN	015740			400.00
						Vendor total:	\$400.00
159286	W	05/31/2019	MARTIN, KRISTINE	000228			998.63

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WHITMER HIGH SCHOOL								
							Vendor total:	\$998.63
159093	W	05/15/2019	MARY POPPINS CAKE FACTORY JACQUELINE KENNEDY	014872	RECONCILED:05/31/2019		850.00	
							Vendor total:	\$850.00
158848	W	05/03/2019	MAUMEE BAY TURF CENTER, LLC	011775	RECONCILED:05/31/2019		955.00	
159197	W	05/23/2019	MAUMEE BAY TURF CENTER, LLC	011775	RECONCILED:05/31/2019		4,775.00	
							Vendor total:	\$5,730.00
158797	W	05/03/2019	MAUMEE PLUMBING	001775	RECONCILED:05/31/2019		3,495.00	
							Vendor total:	\$3,495.00
158955	W	05/08/2019	MAZZURCO, LYNDA WHITMER	013462	RECONCILED:05/31/2019		363.87	
159094	W	05/15/2019	MAZZURCO, LYNDA WHITMER	013462	RECONCILED:05/31/2019		136.60	
159198	W	05/23/2019	MAZZURCO, LYNDA WHITMER	013462			143.49	
							Vendor total:	\$643.96
159199	W	05/23/2019	MCCALL, WENDY MCGREGOR	015590			105.00	
							Vendor total:	\$105.00
158849	W	05/03/2019	MCELHENNEY LOCKSMITHS	002607	RECONCILED:05/31/2019		200.00	
							Vendor total:	\$200.00
159031	W	05/15/2019	MCGRAW-HILL/ALEKS BMO HARRIS BANK, N.A.	015026	RECONCILED:05/31/2019		45.99	
							Vendor total:	\$45.99
159032	W	05/15/2019	MCVICKER, LARISSA	015634	RECONCILED:05/31/2019		331.93	
							Vendor total:	\$331.93
001722	W	05/03/2019	MEDMUTUAL LIFE INSURANCE CO.	015163	RECONCILED:05/31/2019		4,268.25	
							Vendor total:	\$4,268.25
158956	W	05/08/2019	MEINEN, STANLEY WHITMER/CTC BLDG.	005340	RECONCILED:05/31/2019		89.03	
							Vendor total:	\$89.03
158850	W	05/03/2019	MELLOCRAFT CO.	012241	RECONCILED:05/31/2019		3,483.52	
159153	W	05/22/2019	MELLOCRAFT CO.	012241	RECONCILED:05/31/2019		6,001.35	
159235	W	05/29/2019	MELLOCRAFT CO.	012241			1,327.04	

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							Vendor total:	\$10,811.91
159033	W	05/15/2019	MERHI, SAMANTHA	015612			364.31	
							Vendor total:	\$364.31
158851	W	05/03/2019	METZGERS PREPRESS, INC.	002272	RECONCILED:05/31/2019		1,202.56	
							Vendor total:	\$1,202.56
158917	W	05/08/2019	MHS, INC. ATTN: CUSTOMER SERVICE	013077	RECONCILED:05/31/2019		3,562.50	
							Vendor total:	\$3,562.50
159154	W	05/22/2019	MICK ELECTRIC CO. DRAWER # 2375	001018	RECONCILED:05/31/2019		521.87	
							Vendor total:	\$521.87
159236	W	05/29/2019	MIDPORT ELECTRONICS	004214			260.00	
							Vendor total:	\$260.00
159155	W	05/22/2019	MIDWEST REGIONAL ESC TREASURERS OFFICE	001865	RECONCILED:05/31/2019		4,356.50	
							Vendor total:	\$4,356.50
159034	W	05/15/2019	MILLER, MARCIA	016000	RECONCILED:05/31/2019		1,015.62	
							Vendor total:	\$1,015.62
158986	B	05/09/2019	MISC. REFUND	010889	RECONCILED:05/31/2019		65.00	
							Vendor total:	\$65.00
158852	W	05/03/2019	MOORE, STEPHANIE GREENWOOD ELEM.	012691	RECONCILED:05/31/2019		650.86	
159035	W	05/15/2019	MOORE, STEPHANIE GREENWOOD ELEM.	012691	RECONCILED:05/31/2019		105.41	
							Vendor total:	\$756.27
158853	W	05/03/2019	MOVING MINDS	015217	RECONCILED:05/31/2019		193.05	
							Vendor total:	\$193.05
158854	W	05/03/2019	MT BUSINESS TECHNOLOGIES	001656	RECONCILED:05/31/2019		6,997.96	
							Vendor total:	\$6,997.96
158798	W	05/03/2019	MUSIC THEATRE INTERNATIONAL	000578	RECONCILED:05/31/2019		6,812.09	
							Vendor total:	\$6,812.09
158918	W	05/08/2019	MYERS EQUIPMENT	004724	RECONCILED:05/31/2019		1,067.71	
							Vendor total:	\$1,067.71
159036	W	05/15/2019	NAESP-PEAP-ACA ORDER PRESIDENT'S EDUCATION AWARDS	004735	RECONCILED:05/31/2019		81.25	
							Vendor total:	\$81.25

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159037	W	05/15/2019	NAGY BUILDING COMPANY LLC	010970	RECONCILED:05/31/2019		3,150.00
						Vendor total:	\$3,150.00
159156	W	05/22/2019	NAPIERALA, DAVID CTC	015383			140.40
						Vendor total:	\$140.40
158855	W	05/03/2019	NASCO	000320	RECONCILED:05/31/2019		1,860.41
						Vendor total:	\$1,860.41
158957	W	05/08/2019	NATIONAL CATHOLIC FORENSIC LEA NCFL/BILL PRATER	015080	RECONCILED:05/31/2019		1,505.00
						Vendor total:	\$1,505.00
159200	W	05/23/2019	NATIONAL MEDICAL EXCESS LLC	014490			49,580.64
						Vendor total:	\$49,580.64
159157	W	05/22/2019	NATIONAL RESTAURANT ASSOC.	002572			828.42
						Vendor total:	\$828.42
158983	W	05/08/2019	NATIONAL TECH HONOR SOCIETY	011765	RECONCILED:05/31/2019		630.00
						Vendor total:	\$630.00
159158	W	05/22/2019	NAVIANCE, INC.	010901	RECONCILED:05/31/2019		3,247.50
						Vendor total:	\$3,247.50
158856	W	05/03/2019	NEFF COMPANY, THE	000321	RECONCILED:05/31/2019		564.00
						Vendor total:	\$564.00
159038	W	05/15/2019	NICHOLS PAPER & SUPPLY CO.	014828	RECONCILED:05/31/2019		2,622.55
						Vendor total:	\$2,622.55
159039	W	05/15/2019	NICKLES BAKERY INC. ACCTS. REC.	000265	RECONCILED:05/31/2019		2,272.76
						Vendor total:	\$2,272.76
158958	W	05/08/2019	NORRIS, BOB THE CLASS ACT	002217	RECONCILED:05/31/2019		175.00
159095	W	05/15/2019	NORRIS, BOB THE CLASS ACT	002217	RECONCILED:05/31/2019		600.00
						Vendor total:	\$775.00
158959	W	05/08/2019	NOVAK, RAY	003823	RECONCILED:05/31/2019		400.00
						Vendor total:	\$400.00
158857	W	05/03/2019	NOVIDEA HEALTHCARE	000563	RECONCILED:05/31/2019		1,755.00
159040	W	05/15/2019	NOVIDEA HEALTHCARE	000563	RECONCILED:05/31/2019		1,417.50
						Vendor total:	\$3,172.50

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159041	W	05/15/2019	NU CENTURY TEXTILE SERVS.	002543	RECONCILED:05/31/2019		38.62
						Vendor total:	\$38.62
159042	W	05/15/2019	O E MEYER COMPANY	012478	RECONCILED:05/31/2019		4,342.20
159159	W	05/22/2019	O E MEYER COMPANY	012478	RECONCILED:05/31/2019		276.49
						Vendor total:	\$4,618.69
158858	W	05/03/2019	O'REILLY AUTOMOTIVE STORES	013980	RECONCILED:05/31/2019		32.34
158919	W	05/08/2019	O'REILLY AUTOMOTIVE STORES	013980	RECONCILED:05/31/2019		182.18
						Vendor total:	\$214.52
158799	W	05/03/2019	O'SULLIVAN, KARON WHITMER CTC	003984	RECONCILED:05/31/2019		100.00
						Vendor total:	\$100.00
158800	W	05/03/2019	OFFICE DEPOT, INC.	002424	RECONCILED:05/31/2019		59.77
158859	W	05/03/2019	OFFICE DEPOT, INC.	002424	RECONCILED:05/31/2019		51.07
158920	W	05/08/2019	OFFICE DEPOT, INC.	002424	RECONCILED:05/31/2019		18.78
159043	W	05/15/2019	OFFICE DEPOT, INC.	002424	RECONCILED:05/31/2019		400.47
						Vendor total:	\$530.09
159237	W	05/29/2019	OHIO ACTE	001302			365.00
						Vendor total:	\$365.00
158860	W	05/03/2019	OHIO BCI & I FISCAL SECTION	001427	RECONCILED:05/31/2019		676.00
159044	W	05/15/2019	OHIO BCI & I FISCAL SECTION	001427	RECONCILED:05/31/2019		1,459.75
						Vendor total:	\$2,135.75
159238	W	05/29/2019	OHIO FCCLA CHERYL HAMBLIN	015665			205.00
						Vendor total:	\$205.00
159045	W	05/15/2019	OHIO HOSA WENDY NICHOLS	014624	RECONCILED:05/31/2019		475.00
159096	W	05/15/2019	OHIO HOSA WENDY NICHOLS	014624	RECONCILED:05/31/2019		15.00
						Vendor total:	\$490.00
158861	W	05/03/2019	OHIO STATE UNIVERSITY OSU LITERACY COLLABORATIVE	015345	RECONCILED:05/31/2019		2,142.00
						Vendor total:	\$2,142.00

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159160	W	05/22/2019	OHIO TURNPIKE & INFRASTRUCTURE COMMISSION	005073	RECONCILED:05/31/2019		21.25
						Vendor total:	\$21.25
159261	W	05/29/2019	OHIO UNIVERSITY ATTN: BURSAR'S OFFICE	011217			400.00
						Vendor total:	\$400.00
158960	W	05/08/2019	ONWELLER, MATTHEW	015699	RECONCILED:05/31/2019		463.25
						Vendor total:	\$463.25
159161	W	05/22/2019	OVERDRIVE, INC.	014568			1,000.00
						Vendor total:	\$1,000.00
158921	W	05/08/2019	OWENS COMMUNITY COLLEGE	001992	RECONCILED:05/31/2019		183.00
159269	W	05/29/2019	OWENS COMMUNITY COLLEGE	001992			1,000.00
						Vendor total:	\$1,183.00
158961	W	05/08/2019	PARAMOUNT HEALTH CARE FOR WIRE USE ONLY	014500	RECONCILED:05/31/2019		219,116.29
159097	W	05/15/2019	PARAMOUNT HEALTH CARE FOR WIRE USE ONLY	014500	RECONCILED:05/31/2019		159,881.57
159201	W	05/23/2019	PARAMOUNT HEALTH CARE FOR WIRE USE ONLY	014500	RECONCILED:05/31/2019		263,539.52
159287	W	05/31/2019	PARAMOUNT HEALTH CARE FOR WIRE USE ONLY	014500	RECONCILED:05/31/2019		263,737.93
						Vendor total:	\$906,275.31
158862	W	05/03/2019	PAXTON/PATTERSON	003487	RECONCILED:05/31/2019		135.50
						Vendor total:	\$135.50
158863	W	05/03/2019	PENTA CAREER CENTER	013466	RECONCILED:05/31/2019		10,000.00
						Vendor total:	\$10,000.00
159046	W	05/15/2019	PEPPER, J.W. & SON.	005043	RECONCILED:05/31/2019		1,091.49
						Vendor total:	\$1,091.49
159047	W	05/15/2019	PEPSI-COLA BOTTLING	002117	RECONCILED:05/31/2019		1,756.24
						Vendor total:	\$1,756.24
158864	W	05/03/2019	PERRY CORPORATION	010793	RECONCILED:05/31/2019		36.09
						Vendor total:	\$36.09
159048	W	05/15/2019	PERRY SERVICE CO., E.W.	004427	RECONCILED:05/31/2019		300.00
						Vendor total:	\$300.00

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159202	W	05/23/2019	PERRYSBURG HIGH SCHOOL NIKKI MAKLEY	013538			325.00
						Vendor total:	\$325.00
158865	W	05/03/2019	PICKARD, ADAM WHITMER/CTC BLDG.	010168	RECONCILED:05/31/2019		480.00
159049	W	05/15/2019	PICKARD, ADAM WHITMER/CTC BLDG.	010168	RECONCILED:05/31/2019		418.12
						Vendor total:	\$898.12
158866	W	05/03/2019	POCKET NURSE	002436	RECONCILED:05/31/2019		4,303.22
158922	W	05/08/2019	POCKET NURSE	002436	RECONCILED:05/31/2019		651.37
						Vendor total:	\$4,954.59
158867	W	05/03/2019	PORTS PETROLEUM CO.	012623	RECONCILED:05/31/2019		18,082.24
						Vendor total:	\$18,082.24
158962	W	05/08/2019	POWELL, LILY	015929	RECONCILED:05/31/2019		200.00
						Vendor total:	\$200.00
159098	W	05/15/2019	PREMIER CATERING NANCY BECKMAN	000146	RECONCILED:05/31/2019		14,077.50
						Vendor total:	\$14,077.50
159239	W	05/29/2019	PREMIER PRODUCE ONE, INC.	015414			5,328.72
						Vendor total:	\$5,328.72
158984	W	05/08/2019	PRODIGY MUSIC	002678	RECONCILED:05/31/2019		1,220.00
						Vendor total:	\$1,220.00
159162	W	05/22/2019	PSNI	015968			880.00
						Vendor total:	\$880.00
159163	W	05/22/2019	RAMM, CHERYL JACKMAN	015410			25.00
						Vendor total:	\$25.00
158868	W	05/03/2019	RAWLINGS HEATING & COOLING	014077	RECONCILED:05/31/2019		440.00
						Vendor total:	\$440.00
157753	W	02/20/2019	RAYBURN, ANNIE WERNERT	012038	VOID: 05/20/2019		70.00
159164	W	05/22/2019	RAYBURN, ANNIE WERNERT	012038	RECONCILED:05/31/2019		70.00
						Vendor total:	\$140.00
159165	W	05/22/2019	REHAB DYNAMICS, INC.	012085	RECONCILED:05/31/2019		13,265.00

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CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT	
							Vendor total:	\$13,265.00
158923	W	05/08/2019	RELIANCE OXYGEN & EQUIP.	000089	RECONCILED:05/31/2019		12.00	
							Vendor total:	\$12.00
158924	W	05/08/2019	RETTIG MUSIC, INC.	005042	RECONCILED:05/31/2019		2,500.37	
							Vendor total:	\$2,500.37
159050	W	05/15/2019	RICK OXLEY PROPERTY MAINT. LLC	015377	RECONCILED:05/31/2019		4,200.00	
							Vendor total:	\$4,200.00
159166	W	05/22/2019	ROSE PEST SOLUTIONS BIO-SERV CORP.	014829	RECONCILED:05/31/2019		172.00	
							Vendor total:	\$172.00
158963	W	05/08/2019	RUGG, SAMUEL	015975	RECONCILED:05/31/2019		400.00	
							Vendor total:	\$400.00
158925	W	05/08/2019	RYLEY, ANDERIA	015858	RECONCILED:05/31/2019		2,570.00	
							Vendor total:	\$2,570.00
159167	W	05/22/2019	SADLIER-OXFORD	001615			157.08	
							Vendor total:	\$157.08
158869	W	05/03/2019	SAFETY COUNCIL OF NORTHWEST OHIO	002393	RECONCILED:05/31/2019		25.00	
							Vendor total:	\$25.00
158870	W	05/03/2019	SALON CENTRIC	003315	RECONCILED:05/31/2019		442.76	
							Vendor total:	\$442.76
158964	W	05/08/2019	SANKOVICH, LINDA	015739	RECONCILED:05/31/2019		400.00	
							Vendor total:	\$400.00
158965	W	05/08/2019	SAUDER VILLAGE	001324	RECONCILED:05/31/2019		469.00	
159099	W	05/15/2019	SAUDER VILLAGE	001324	VOID: 05/15/2019		964.00	
159115	W	05/15/2019	SAUDER VILLAGE	001324	RECONCILED:05/31/2019		914.00	
							Vendor total:	\$2,347.00
158966	W	05/08/2019	SAYGERS, DANIEL	015974	RECONCILED:05/31/2019		400.00	
							Vendor total:	\$400.00
158801	W	05/03/2019	SCHARF, SCOTT WERNERT	011292	RECONCILED:05/31/2019		16.00	
159100	W	05/15/2019	SCHARF, SCOTT WERNERT	011292	RECONCILED:05/31/2019		16.00	
159288	W	05/31/2019	SCHARF, SCOTT	011292			18.26	

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			WERNERT				
						Vendor total:	\$50.26
159203	W	05/23/2019	SCHEIBER, MATTHEW WHITMER HS	002660	RECONCILED:05/31/2019		50.00
						Vendor total:	\$50.00
901706	M	05/24/2019	SCHOOL EMPLOYEES RETIREMENT	900003			153,364.00
						Vendor total:	\$153,364.00
158926	W	05/08/2019	SCHOOL EMPLOYEES RETIREMENT SYSTEM OF OHIO	000606	RECONCILED:05/31/2019		4,630.51
159168	W	05/22/2019	SCHOOL EMPLOYEES RETIREMENT SYSTEM OF OHIO	000606	RECONCILED:05/31/2019		5,042.68
						Vendor total:	\$9,673.19
158871	W	05/03/2019	SCHOOL HEALTH SUPPLY CO.	000232	RECONCILED:05/31/2019		278.04
158927	W	05/08/2019	SCHOOL HEALTH SUPPLY CO.	000232	RECONCILED:05/31/2019		693.68
						Vendor total:	\$971.72
159051	W	05/15/2019	SCHOOL NUTRITION ASSOC.	013109	RECONCILED:05/31/2019		147.00
						Vendor total:	\$147.00
159240	W	05/29/2019	SCHOOL SAVERS	012173			3,497.64
						Vendor total:	\$3,497.64
158872	W	05/03/2019	SCHOOL SPECIALTY	001231	RECONCILED:05/31/2019		3,865.72
						Vendor total:	\$3,865.72
158873	W	05/03/2019	SCHOOL'S IN, LLC	013497	RECONCILED:05/31/2019		534.66
						Vendor total:	\$534.66
159241	W	05/29/2019	SCHOOLHOUSE EDUCATIONAL SERV.	015965			55.00
						Vendor total:	\$55.00
158928	W	05/08/2019	SCHOOLMART	015193	RECONCILED:05/31/2019		79.21
						Vendor total:	\$79.21
159242	W	05/29/2019	SCHOOLOUTLET.COM WEB RESOURCE LLC	015966			2,570.00
						Vendor total:	\$2,570.00
158967	W	05/08/2019	SCHREINER, JASON WHITMER	010782	RECONCILED:05/31/2019		1,937.86
159204	W	05/23/2019	SCHREINER, JASON WHITMER	010782	RECONCILED:05/31/2019		337.36
						Vendor total:	\$2,275.22

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
159052	W	05/15/2019	SCHWAB, JILL	012101	RECONCILED:05/31/2019		100.00
						Vendor total:	\$100.00
159289	W	05/31/2019	SCOTT HALL PHOTOGRAPHY	012868			3,500.00
						Vendor total:	\$3,500.00
159053	W	05/15/2019	SEAGATE OFFICE PRODUCTS	002131	RECONCILED:05/31/2019		582.51
						Vendor total:	\$582.51
159101	W	05/15/2019	SEMELKA RAITZ, CIERRA MARIE	015982	RECONCILED:05/31/2019		200.00
						Vendor total:	\$200.00
158874	W	05/03/2019	SHANE, RENEE	015389	RECONCILED:05/31/2019		290.00
						Vendor total:	\$290.00
158968	W	05/08/2019	SHIELDS, REBECCA ROSE	015978	RECONCILED:05/31/2019		400.00
						Vendor total:	\$400.00
159205	W	05/23/2019	SHIVELY, STACIE WERNERT ELEMENTARY	013903	RECONCILED:05/31/2019		32.50
						Vendor total:	\$32.50
158929	W	05/08/2019	SHP LEADING DESIGN	015846	RECONCILED:05/31/2019		4,345.39
						Vendor total:	\$4,345.39
158930	W	05/08/2019	SHRADER TIRE & OIL COMPANY	003563	RECONCILED:05/31/2019		1,668.83
						Vendor total:	\$1,668.83
158969	W	05/08/2019	SIEBERG, MICHAEL	015976	RECONCILED:05/31/2019		400.00
						Vendor total:	\$400.00
158970	W	05/08/2019	SIMMONS, KAILYN	015979	RECONCILED:05/31/2019		350.00
						Vendor total:	\$350.00
158875	W	05/03/2019	SMART SYSTEMS STANDARDIZED FOOD SERVICE	013860	RECONCILED:05/31/2019		95.00
158931	W	05/08/2019	SMART SYSTEMS STANDARDIZED FOOD SERVICE	013860	RECONCILED:05/31/2019		3,241.00
						Vendor total:	\$3,336.00
158990	W	05/10/2019	SNOOK, THOMAS WHITMER H.S.	000271			200.00
						Vendor total:	\$200.00
159169	W	05/22/2019	SPENGLER NATHANSON	000436	RECONCILED:05/31/2019		3,299.65
						Vendor total:	\$3,299.65
159054	W	05/15/2019	SPENTHOFF, KATHERINE CENTRAL OFFICE	011955	RECONCILED:05/31/2019		1,400.00

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT	
							Vendor total:	\$1,400.00
158971	W	05/08/2019	SPRINGFIELD LOCAL SCHOOLS	003362			225.00	
							Vendor total:	\$225.00
159102	W	05/15/2019	SPS PHOTO BOOTH RENTALS DALE A. MATTIN, JR.	015432			249.00	
							Vendor total:	\$249.00
158876	W	05/03/2019	SQUIBB, JAMIE CTC	011779	RECONCILED:05/31/2019		942.30	
							Vendor total:	\$942.30
159055	W	05/15/2019	SQUIBB, MATT WHITMER	003650	RECONCILED:05/31/2019		225.73	
							Vendor total:	\$225.73
158972	W	05/08/2019	ST. JOHN'S JESUIT HIGH SCHOOL ATHLETIC DEPARTMENT	011833			275.00	
							Vendor total:	\$275.00
158877	W	05/03/2019	ST. VINCENT MERCY HEALTH ATTN: DANIELLE KEARNS	002794	RECONCILED:05/31/2019		3,083.33	
159170	W	05/22/2019	ST. VINCENT MERCY HEALTH ATTN: DANIELLE KEARNS	002794			3,083.33	
							Vendor total:	\$6,166.66
158932	W	05/08/2019	STAPLES ADVANTAGE	001017	RECONCILED:05/31/2019		71.16	
159056	W	05/15/2019	STAPLES ADVANTAGE	001017	RECONCILED:05/31/2019		2,248.13	
							Vendor total:	\$2,319.29
158933	W	05/08/2019	STARFALL EDUCATION FOUNDATION	015284	RECONCILED:05/31/2019		270.00	
							Vendor total:	\$270.00
159243	W	05/29/2019	STATE CHEMICAL MFG. CO.	000078			4,223.27	
							Vendor total:	\$4,223.27
158934	W	05/08/2019	STATE OF OHIO UST FUND PETRO UST RELEASE	004632	RECONCILED:05/31/2019		1,050.00	
							Vendor total:	\$1,050.00
901705	M	05/24/2019	STATE TEACHERS RETIREMENT	900002			478,908.00	
							Vendor total:	\$478,908.00
158935	W	05/08/2019	STATE TEACHERS RETIREMENT SYSTEM	000605	RECONCILED:05/31/2019		19,101.62	
							Vendor total:	\$19,101.62
159057	W	05/15/2019	STEELE, JENNA	010373	RECONCILED:05/31/2019		160.40	

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							Vendor total:	\$160.40
159244	W	05/29/2019	STEVENS DISPOSAL & RECYCLING	002147			6,277.07	
							Vendor total:	\$6,277.07
158936	W	05/08/2019	STONECO, INC.	000375	RECONCILED:05/31/2019		247.87	
159058	W	05/15/2019	STONECO, INC.	000375	RECONCILED:05/31/2019		74.76	
159171	W	05/22/2019	STONECO, INC.	000375			204.24	
							Vendor total:	\$526.87
159172	W	05/22/2019	STOUGH & STOUGH ARCHITECTS	000500	RECONCILED:05/31/2019		1,500.00	
							Vendor total:	\$1,500.00
159211	W	05/23/2019	STRS - PICKUP FOR WIRE USE ONLY	016001	RECONCILED:05/31/2019		19,101.62	
							Vendor total:	\$19,101.62
159173	W	05/22/2019	SUPERIOR GROUNDCOVER, INC.	015293	RECONCILED:05/31/2019		6,150.00	
							Vendor total:	\$6,150.00
159174	W	05/22/2019	SUPERSCHADE'S FOUNDATION	015967	RECONCILED:05/31/2019		1,325.00	
							Vendor total:	\$1,325.00
158937	W	05/08/2019	SWEETWATER MUSIC EDUCATION SWEETWATER SOUND INC.	013643	RECONCILED:05/31/2019		276.15	
							Vendor total:	\$276.15
158878	W	05/03/2019	SYLVAN STUDIOS	003222	RECONCILED:05/31/2019		78.80	
							Vendor total:	\$78.80
159059	W	05/15/2019	SYN-TECH SYSTEMS, INC.	002536	RECONCILED:05/31/2019		2,350.00	
							Vendor total:	\$2,350.00
158879	W	05/03/2019	SYSCO FOOD SERVS. OF DETROIT ATTN: BETH ROMANOFF, SALES REP	002980	RECONCILED:05/31/2019		526.83	
159060	W	05/15/2019	SYSCO FOOD SERVS. OF DETROIT ATTN: BETH ROMANOFF, SALES REP	002980	RECONCILED:05/31/2019		351.86	
159175	W	05/22/2019	SYSCO FOOD SERVS. OF DETROIT ATTN: BETH ROMANOFF, SALES REP	002980	RECONCILED:05/31/2019		308.38	
							Vendor total:	\$1,187.07
159245	W	05/29/2019	T & S TOOL & SUPPLY	002322			1,103.00	
							Vendor total:	\$1,103.00
158880	W	05/03/2019	TAC TRANSPORATION ACCESSORIES CO.	013374	RECONCILED:05/31/2019		575.09	
							Vendor total:	\$575.09

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158973	W	05/08/2019	TAM O SHANTER SPORTS, INC.	000837	RECONCILED:05/31/2019		470.00
						Vendor total:	\$470.00
159246	W	05/29/2019	TANNER SUPPLY COMPANY	005154			660.00
						Vendor total:	\$660.00
158881	W	05/03/2019	TAS INC.	001655	RECONCILED:05/31/2019		10,573.00
						Vendor total:	\$10,573.00
158882	W	05/03/2019	TEACHERS DISCOVERY	001202	RECONCILED:05/31/2019		998.00
159247	W	05/29/2019	TEACHERS DISCOVERY	001202			236.59
						Vendor total:	\$1,234.59
158883	W	05/03/2019	TEAM SPORTS, INC.	003190	RECONCILED:05/31/2019		1,050.00
159061	W	05/15/2019	TEAM SPORTS, INC.	003190	RECONCILED:05/31/2019		5,874.50
159176	W	05/22/2019	TEAM SPORTS, INC.	003190	RECONCILED:05/31/2019		494.91
159206	W	05/23/2019	TEAM SPORTS, INC.	003190	RECONCILED:05/31/2019		3,145.50
						Vendor total:	\$10,564.91
159177	W	05/22/2019	TIERNEY BROTHERS, INC.	014569	RECONCILED:05/31/2019		15,895.00
						Vendor total:	\$15,895.00
159118	W	05/16/2019	TLC TRANSIT, LLC.	011762	RECONCILED:05/31/2019		78,110.00
159178	W	05/22/2019	TLC TRANSIT, LLC.	011762	RECONCILED:05/31/2019		9,960.00
159248	W	05/29/2019	TLC TRANSIT, LLC.	011762			9,555.00
						Vendor total:	\$97,625.00
159062	W	05/15/2019	TOFT'S DAIRY	002347	RECONCILED:05/31/2019		14,301.68
						Vendor total:	\$14,301.68
158884	W	05/03/2019	TOLEDO EDISON	000010	RECONCILED:05/31/2019		53,691.56
159063	W	05/15/2019	TOLEDO EDISON	000010	RECONCILED:05/31/2019		96.87
159179	W	05/22/2019	TOLEDO EDISON	000010	RECONCILED:05/31/2019		4,821.53
						Vendor total:	\$58,609.96
158754	W	04/24/2019	TOLEDO MUD HENS BASEBALL CLUB, INC.	011946	VOID: 05/07/2019		1,015.50
158802	W	05/03/2019	TOLEDO MUD HENS BASEBALL CLUB, INC.	011946	RECONCILED:05/31/2019		946.50
						Vendor total:	\$1,962.00

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158803	W	05/03/2019	TOLEDO P.E. SUPPLY CO.	002887	RECONCILED:05/31/2019		1,233.46
158885	W	05/03/2019	TOLEDO P.E. SUPPLY CO.	002887	RECONCILED:05/31/2019		182.77
158938	W	05/08/2019	TOLEDO P.E. SUPPLY CO.	002887	RECONCILED:05/31/2019		120.85
158974	W	05/08/2019	TOLEDO P.E. SUPPLY CO.	002887	RECONCILED:05/31/2019		49.45
159064	W	05/15/2019	TOLEDO P.E. SUPPLY CO.	002887	RECONCILED:05/31/2019		573.29
						Vendor total:	\$2,159.82
158886	W	05/03/2019	TOLEDO SPRING SERVICE	002662	RECONCILED:05/31/2019		2,070.83
						Vendor total:	\$2,070.83
159249	W	05/29/2019	TOLEDO ZOO ATTN: EDUCATION DEPT.	011370			6,255.55
						Vendor total:	\$6,255.55
159065	W	05/15/2019	TOLLY, BRADLEY WHITMER/CTC BLDG.	010555	RECONCILED:05/31/2019		350.29
						Vendor total:	\$350.29
159103	W	05/15/2019	TOMASZEWSKI, SAMANTHA	015466	RECONCILED:05/31/2019		544.19
						Vendor total:	\$544.19
158887	W	05/03/2019	TOOLS FOR SCHOOLS GO2 PARTNERS	015078	RECONCILED:05/31/2019		2,802.47
159180	W	05/22/2019	TOOLS FOR SCHOOLS GO2 PARTNERS	015078	RECONCILED:05/31/2019		1,721.19
						Vendor total:	\$4,523.66
159066	W	05/15/2019	TPC FOOD SERVICE C/O PATRICK REID	011238	RECONCILED:05/31/2019		7,043.65
						Vendor total:	\$7,043.65
159067	W	05/15/2019	TREASURER, CITY OF TOLEDO FPB REMITTANCE CITY OF TOLEDO	002654			120.00
159181	W	05/22/2019	TREASURER, CITY OF TOLEDO FPB REMITTANCE CITY OF TOLEDO	002654			200.00
						Vendor total:	\$320.00
159119	W	05/16/2019	TREASURER-STATE OF OHIO DEPARTMENT OF TAXATION	000135	VOID: 05/16/2019		259.19
159120	W	05/16/2019	TREASURER-STATE OF OHIO DEPARTMENT OF TAXATION	000135	RECONCILED:05/31/2019		257.25
						Vendor total:	\$516.44

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158804	W	05/03/2019	TRILLS & THRILLS MUSIC FEST	014372	RECONCILED:05/31/2019		2,117.50
						Vendor total:	\$2,117.50
159104	W	05/15/2019	TRIM AND TASSELS	010406	RECONCILED:05/31/2019		78.50
159207	W	05/23/2019	TRIM AND TASSELS	010406	RECONCILED:05/31/2019		96.00
						Vendor total:	\$174.50
159270	W	05/29/2019	TRINE UNIVERSITY BURSAR OFFICE	016010			500.00
						Vendor total:	\$500.00
158888	W	05/03/2019	TUCKER, JODIE CTC	011561	RECONCILED:05/31/2019		3,780.00
159105	W	05/15/2019	TUCKER, JODIE CTC	011561	RECONCILED:05/31/2019		211.68
159290	W	05/31/2019	TUCKER, JODIE CTC	011561			115.08
						Vendor total:	\$4,106.76
158889	W	05/03/2019	TURNER ELECTRIC SERVICES,LLC.	001203	RECONCILED:05/31/2019		3,219.90
						Vendor total:	\$3,219.90
159250	W	05/29/2019	TWIN OAKS CLEANERS	000380			910.81
						Vendor total:	\$910.81
159182	W	05/22/2019	TYPINGCLUB EDCLUB, INC.	015482			335.00
						Vendor total:	\$335.00
158975	W	05/08/2019	UCA SUMMER CAMPS	011610	RECONCILED:05/31/2019		3,500.00
159106	W	05/15/2019	UCA SUMMER CAMPS	011610	RECONCILED:05/31/2019		11,119.00
						Vendor total:	\$14,619.00
158976	W	05/08/2019	UCS	013598	RECONCILED:05/31/2019		8,605.00
						Vendor total:	\$8,605.00
159107	W	05/15/2019	UDA UNIVERSAL DANCE ASSOC.	015985	RECONCILED:05/31/2019		3,100.00
159208	W	05/23/2019	UDA UNIVERSAL DANCE ASSOC.	015985	RECONCILED:05/31/2019		9,827.00
						Vendor total:	\$12,927.00
159068	W	05/15/2019	UNITED PARCEL SERVICES	000116	RECONCILED:05/31/2019		39.28
						Vendor total:	\$39.28

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158991	W	05/10/2019	UNIVERSITY OF TOLEDO BURSAR'S OFFICE	003601			1,000.00
159069	W	05/15/2019	UNIVERSITY OF TOLEDO BURSAR'S OFFICE	003601			300.00
159108	W	05/15/2019	UNIVERSITY OF TOLEDO BURSAR'S OFFICE	003601			300.00
159262	W	05/29/2019	UNIVERSITY OF TOLEDO BURSAR'S OFFICE	003601			750.00
159266	W	05/29/2019	UNIVERSITY OF TOLEDO BURSAR'S OFFICE	003601			3,000.00
159271	W	05/29/2019	UNIVERSITY OF TOLEDO BURSAR'S OFFICE	003601			500.00
						Vendor total:	\$5,850.00
159109	W	05/15/2019	UNIVERSITY OF TOLEDO RECREATION CTR./PAT BESNER	000653	RECONCILED:05/31/2019		2,351.75
						Vendor total:	\$2,351.75
158890	W	05/03/2019	US BANK EQUIPMENT FINANCE	015043	RECONCILED:05/31/2019		12,650.49
159251	W	05/29/2019	US BANK EQUIPMENT FINANCE	015043			12,650.49
						Vendor total:	\$25,300.98
159252	W	05/29/2019	US TOGETHER, INC.	015653			2,018.90
						Vendor total:	\$2,018.90
158805	W	05/03/2019	USCORE FUNDRAISING LLC.	015701	RECONCILED:05/31/2019		5,853.00
						Vendor total:	\$5,853.00
159295	W	05/31/2019	VARSITY SPIRIT FASHIONS ACCOUNTS RECEIVABLE	004736			2,709.10
						Vendor total:	\$2,709.10
159183	W	05/22/2019	VERIZON WIRELESS ACCT. #985955088-00001	012897	RECONCILED:05/31/2019		1,137.75
						Vendor total:	\$1,137.75
158939	W	05/08/2019	VIDEO COMMUNICATIONS JOYCE & RICHARD SIEGEL	015960	RECONCILED:05/31/2019		209.00
						Vendor total:	\$209.00
001723	W	05/03/2019	VISION SERVICE PLAN - (OH)	010004	RECONCILED:05/31/2019		8,077.89
						Vendor total:	\$8,077.89
159291	W	05/31/2019	VS ATHLETICS, INC.	015951			760.29

Date: 06/05/2019
Time: 7:58 am

Washington Local
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CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT
						Vendor total:	\$760.29
158891	W	05/03/2019	W.W. WILLIAMS	014160	RECONCILED:05/31/2019		3,200.00
159253	W	05/29/2019	W.W. WILLIAMS	014160		Vendor total:	560.00 \$3,760.00
158806	W	05/03/2019	WARD, TINA MCGREGOR	000684		Vendor total:	374.00 \$374.00
901699	M	05/03/2019	WASHINGTON LOCAL DENTAL PREMIUM	950001		Vendor total:	56,846.85 \$56,846.85
901700	M	05/03/2019	WASHINGTON LOCAL PARAMOUNT CLAIMS	950003		Vendor total:	879,718.42 \$879,718.42
158807	W	05/03/2019	WASHINGTON LOCAL SCHOOLS NUTRITION SERVICES	003023	RECONCILED:05/31/2019		25.00
158892	W	05/03/2019	WASHINGTON LOCAL SCHOOLS NUTRITION SERVICES	003023	RECONCILED:05/31/2019		834.82
159110	W	05/15/2019	WASHINGTON LOCAL SCHOOLS NUTRITION SERVICES	003023	RECONCILED:05/31/2019		24.00
159254	W	05/29/2019	WASHINGTON LOCAL SCHOOLS NUTRITION SERVICES	003023	RECONCILED:05/31/2019		1,225.78
						Vendor total:	\$2,109.60
155558	W	09/20/2018	WAYNE STATE UNIVERSITY	011225	VOID: 05/20/2019		1,500.00
						Vendor total:	\$1,500.00
159070	W	05/15/2019	WEIKER, RACHEL	015827	RECONCILED:05/31/2019		22.04
						Vendor total:	\$22.04
159184	W	05/22/2019	WESTERN PSYCHOLOGICAL SERVICES	003518		Vendor total:	369.60 \$369.60
158893	W	05/03/2019	WESTERN STATES ENVELOPE CO.	005712	VOID: 05/03/2019		1,250.50
158940	W	05/08/2019	WESTERN STATES ENVELOPE CO.	005712	RECONCILED:05/31/2019		1,263.08
						Vendor total:	\$2,513.58
158808	W	05/03/2019	WETZEL, MARIE WHITMER	001883	RECONCILED:05/31/2019		42.59
158977	W	05/08/2019	WETZEL, MARIE WHITMER	001883	RECONCILED:05/31/2019		240.00

CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT	
159292	W	05/31/2019	WETZEL, MARIE WHITMER	001883			257.27	
							Vendor total:	\$539.86
158978	W	05/08/2019	WHITACRE, JASON CTC	014200	RECONCILED:05/31/2019		1,640.00	
159293	W	05/31/2019	WHITACRE, JASON CTC	014200			97.51	
							Vendor total:	\$1,737.51
159071	W	05/15/2019	WHITENBURG, ANDREA MEADOWVALE	011683	RECONCILED:05/31/2019		269.00	
							Vendor total:	\$269.00
158809	W	05/03/2019	WHITMER DIGITAL GRAPHIC DESIGN BRIAN ANDERSON	012800	RECONCILED:05/31/2019		1,830.00	
158979	W	05/08/2019	WHITMER DIGITAL GRAPHIC DESIGN BRIAN ANDERSON	012800	RECONCILED:05/31/2019		3,900.00	
							Vendor total:	\$5,730.00
158810	W	05/03/2019	WHITMER HIGH SCHOOL (419) 473-8490	000030	RECONCILED:05/31/2019		2,546.51	
158941	W	05/08/2019	WHITMER HIGH SCHOOL (419) 473-8490	000030	RECONCILED:05/31/2019		170.00	
158980	W	05/08/2019	WHITMER HIGH SCHOOL (419) 473-8490	000030	RECONCILED:05/31/2019		2,000.00	
158985	W	05/08/2019	WHITMER HIGH SCHOOL (419) 473-8490	000030	RECONCILED:05/31/2019		3,088.81	
159111	W	05/15/2019	WHITMER HIGH SCHOOL (419) 473-8490	000030	RECONCILED:05/31/2019		3,925.00	
159185	W	05/22/2019	WHITMER HIGH SCHOOL (419) 473-8490	000030	RECONCILED:05/31/2019		125.00	
159267	W	05/29/2019	WHITMER HIGH SCHOOL (419) 473-8490	000030	RECONCILED:05/31/2019		1,330.08	
							Vendor total:	\$13,185.40
159072	W	05/15/2019	WICHMAN COMPANY	000302	RECONCILED:05/31/2019		2,877.90	
							Vendor total:	\$2,877.90
158894	W	05/03/2019	WILKINSONS AUTOMOTIVE, INC.	015153	RECONCILED:05/31/2019		3,107.50	
							Vendor total:	\$3,107.50

WASHINGTON LOCAL SCHOOLS

CHECK DATES BETWEEN 05/01/2019 AND 05/31/2019

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CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT	
159073	W	05/15/2019	WILLIAM GLADIEUX	004595	RECONCILED:05/31/2019		3,740.76	
159186	W	05/22/2019	WILLIAM GLADIEUX	004595	RECONCILED:05/31/2019		490.00	
							Vendor total:	\$4,230.76
158895	W	05/03/2019	WILLIAMS, HOWARD	015416	RECONCILED:05/31/2019		25.00	
							Vendor total:	\$25.00
158942	W	05/08/2019	WILLIAMS, JUDITH C. CENTRAL OFFICE	001695			213.66	
159074	W	05/15/2019	WILLIAMS, JUDITH C. CENTRAL OFFICE	001695			530.72	
159187	W	05/22/2019	WILLIAMS, JUDITH C. CENTRAL OFFICE	001695			51.85	
							Vendor total:	\$796.23
159112	W	05/15/2019	WOLF, KAREN WHITMER	014289			42.91	
159209	W	05/23/2019	WOLF, KAREN WHITMER	014289			241.24	
							Vendor total:	\$284.15
159294	W	05/31/2019	WOLFE, AARON WHITMER HIGH SCHOOL	012266			75.47	
							Vendor total:	\$75.47
159113	W	05/15/2019	WONDERSHOWZ LLC.	015431	RECONCILED:05/31/2019		600.00	
							Vendor total:	\$600.00
159296	W	05/31/2019	WORLDS, JERMAINE WHITMER	002734			265.00	
							Vendor total:	\$265.00
158943	W	05/08/2019	WRITING COMPANY, THE	003625	RECONCILED:05/31/2019		165.02	
							Vendor total:	\$165.02
159075	W	05/15/2019	XEROX CORP.	013711	RECONCILED:05/31/2019		229.72	
							Vendor total:	\$229.72
159210	W	05/23/2019	YMCA OF GREATER FLINT CAMP COPNECONIC	014891	RECONCILED:05/31/2019		11,925.00	
							Vendor total:	\$11,925.00
159114	W	05/15/2019	YOUNG'S SCREENPRINTING BOB NEIDLINGER	013533	RECONCILED:05/31/2019		1,658.75	
							Vendor total:	\$1,658.75

Date: 06/05/2019

Time: 7:58 am

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CHECK	TYPE	DATE	VENDOR	VENDOR	STATUS/DATE	BANK CODE	CHECK AMOUNT	
159076	W	05/15/2019	ZAMPARDO, STEPHEN	013815	RECONCILED:05/31/2019		229.80	
							Vendor total:	\$229.80
158811	W	05/03/2019	ZIEGLER, ELIZABETH WHITMER	002531			74.01	
							Vendor total:	\$74.01
V VOIDED CHECKS			10	CHECK TOTALS			8,242.19	
R RECONCILED CHECKS			386	CHECK TOTALS			6,110,975.64	
W WARRANT CHECKS			516	CHECK TOTALS			2,307,773.72	
M MEMO CHECKS			6	CHECK TOTALS			1,626,886.98	
B REFUND CHECKS			1	CHECK TOTALS			65.00	
I INVESTMENT CHECKS			0	CHECK TOTALS			0.00	
T TRANSFER CHECKS			0	CHECK TOTALS			0.00	
D DISTRIBUTION CHECKS			0	CHECK TOTALS			0.00	
C PAYROLL CHECKS			2	CHECK TOTALS			4,116,989.00	
MISSING CHECKS			0					
** TOTAL CHECKS (LESS VOIDED)			515	** TOTAL NET			8,043,472.51	
*** TOTAL CHECKS WRITTEN			525	*** GRAND TOTALS			8,051,714.70	

**WASHINGTON LOCAL SCHOOLS
SUMMARY OF INVESTMENT EARNINGS - FYTD
ALL FUNDS - ALL BANKS**

	GENERAL FUND	P.I.-STADIUM FUND	P.I.-BLDG. FUND	WHITMER SCHOLARSHIP FUND	DIANE RUIZ MEMORIAL FUND	PAUL SCHLEGEL SCHOLARSHIP FUND	EMPLOYEES MEMORIAL FUND	JODI FRANCIS MEMORIAL FUND	TRILBY SPORTSMAN FUND	BISHOP FUND	LAPOINT MEMORIAL FUND	SELF-FUNDED HEALTH FUND	EMP BENEFITS DENTAL FUND	CAPITAL PROJ FUND	AUXILIARY SERVICE FUND	TOTAL
Star Ohio	\$ 401,131.85	5,365.78	66,614.31	152.26	1,666.26	47.74	807.47	418.31	556.47	263.53	149.29	159,711.57	7,448.72	3,286.62	6,449.01	\$ 654,069.19
Star PLUS	\$ 54,091.42															\$ 54,091.42
Fifth/Third	\$ 1,656.59															\$ 1,656.59
Huntington*	\$ 368.03															\$ 368.03
PNC Bank	\$ 4,497.09															\$ 4,497.09
UBS Investments	\$ 209,525.94															\$ 209,525.94
	\$ 671,270.92	5,365.78	66,614.31	152.26	1,666.26	47.74	807.47	418.31	556.47	263.53	149.29	159,711.57	7,448.72	3,286.62	6,449.01	\$ 924,208.26

**WASHINGTON LOCAL SCHOOLS
SUMMARY OF INVESTMENT EARNINGS POSTED IN MAY 2019
ALL FUNDS - ALL BANKS**

	GENERAL FUND	P.I.-STADIUM FUND	P.I.-BLDG. FUND	WHITMER * SCHOLARSHIP FUNDS	DIANE RUIZ MEMORIAL FUND	PAUL SCHLEGEL SCHOLARSHIP FUND	EMPLOYEES MEMORIAL FUND	JODI FRANCIS MEMORIAL FUND	TRILBY SPORTSMAN FUND	BISHOP FUND	LAPOINT MEMORIAL FUND	SELF-FUNDED HEALTH FUND	EMP BENEFITS DENTAL FUND	CAPITAL PROJ FUND	AUXILIARY SERVICE FUND	TOTAL
Star Ohio	\$ 41,232.44	619.80	6,282.08	45.06	160.16	10.54	56.39	40.23	54.50	24.86	15.19	16,181.91	727.06	378.71	687.20	\$ 66,516.13
Star PLUS	\$ 5,440.01															\$ 5,440.01
Fifth Third	\$ 371.01															\$ 371.01
Huntington*	\$ 8.53															\$ 8.53
PNC Bank	\$ -															\$ -
UBS Investments	\$ 11,628.73															\$ 11,628.73
	\$ 58,680.72	595.68	6,016.48	45.06	160.16	10.54	56.39	40.23	54.50	24.86	15.19	16,181.91	727.06	378.71	687.20	\$ 83,964.41

* The Whitmer Scholarship Fund is comprised of the following Scholarship Funds:

<u>Scholarship Fund Name</u>	<u>Interest Earned</u>
Anderson Scholarship	4.21
Candy Budd Scholarship	15.84
Josh Sorrell Scholarship	4.19
Karen Stack Scholarship	18.82
Laura Howard Scholarship	2.00
TOTAL	45.06

4. Authorization for Payment of Legal Fees

The Treasurer recommends that the Board of Education approve the following payments of legal fees, as presented:

Bricker & Eckler	April Services	\$8,049.93
Spengler Nathanson	April Services	\$2,250.00
Spengler Nathanson	Feb-April Services	\$15,450.00
Spengler Nathanson	April – May Services	\$12,700.00

Moved by: _____

Seconded by: _____

Mr. Ilstrup _____ Ms. Canales _____ Mr. Hughes _____ Mr. Hunter _____ Mr. Sharp _____

5. Purchases over \$25,000

Washington Local Schools Policy 6320—Purchases Limitations

All purchases (purchase order/contract) except utilities and emergency purchases, that are within the amount contained in the appropriation and were originally contemplated in the budgeting process may be made upon authorization of the Treasurer unless the contemplated purchase is for more than \$25,000, in which case prior approval is required from the Board of Education.

Per Policy 6320, the Treasurer recommends that the following requests be approved by the Board of Education:

A. Northern Buckeye Education Council

NWOCA Membership and Services Fee

Effective 7/1/2019 thru 6/30/2020

Annual Purchase Total.....\$164,587.01

B. Paramount IRC

c/o National Medical Excess

Self-Funded Health Care Program Stop Loss Coverage

Effective 7/1/2019 thru 6/30/2020 as follows:

Single: \$26.23/per person, per month

Family: \$72.63/per person, per month

Aggregate Composite: \$8.40/per person, per month

Estimated Annual Total..... \$600,000.00

Moved by: _____

Seconded by: _____

Mr. Ilstrup ____ Ms. Canales ____ Mr. Hughes ____ Mr. Hunter ____ Mr. Sharp ____

NWOCA Membership Fees

2019-2020 (FY20)

District Name	Per District Feb 18 ODE		Per District 2019-20		State		EMIS Fee	
	Gen Mbr Fee	ADM	\$21.75/ADM Fee	Gross Charges	Subsidy Credit	Net 19-20	\$.50/ADM	Plus EMIS Fee
Anthony Wayne	\$ 22,000.00	4,025.82	\$ 87,561.59	\$ 109,561.59	11,635.11	\$ 97,926.48	\$ 2,012.91	\$ 99,939.39
Archbold	\$ 22,000.00	1,219.01	\$ 26,513.47	\$ 48,513.47	4,676.46	\$ 43,837.01	\$ 609.51	\$ 44,446.51
Ayersville	\$ 22,000.00	539.6	\$ 11,736.30	\$ 33,736.30	3,573.82	\$ 30,162.48	\$ 500.00	\$ 30,662.48
Bryan	\$ 22,000.00	1,840.88	\$ 40,039.14	\$ 62,039.14	5,662.43	\$ 56,376.71	\$ 920.44	\$ 57,297.15
Central Local	\$ 22,000.00	1,064.70	\$ 23,157.23	\$ 45,157.23	4,359.51	\$ 40,797.71	\$ 532.35	\$ 41,330.06
Defiance City	\$ 22,000.00	2,560.01	\$ 55,680.22	\$ 77,680.22	9,268.65	\$ 68,411.57	\$ 1,280.01	\$ 69,691.57
Edgerton Local	\$ 22,000.00	569.37	\$ 12,383.80	\$ 34,383.80	3,613.63	\$ 30,770.17	\$ 500.00	\$ 31,270.17
Edon Northwest	\$ 22,000.00	491.43	\$ 10,688.60	\$ 32,688.60	3,441.21	\$ 29,247.39	\$ 500.00	\$ 29,747.39
ESC Lake Erie West	\$ 22,000.00	303	\$ 6,590.25	\$ 28,590.25	3,220.67	\$ 25,369.58	\$ 500.00	\$ 25,869.58
Evergreen	\$ 22,000.00	1,123.77	\$ 24,442.00	\$ 46,442.00	4,477.12	\$ 41,964.87	\$ 561.89	\$ 42,526.76
Fayette	\$ 22,000.00	386.49	\$ 8,406.16	\$ 30,406.16	3,301.59	\$ 27,104.57	\$ 500.00	\$ 27,604.57
FCCC	\$ 22,000.00	925.73	\$ 20,134.63	\$ 42,134.63	4,071.63	\$ 38,063.00	\$ 500.00	\$ 38,563.00
Hicksville EV	\$ 22,000.00	868.91	\$ 18,898.79	\$ 40,898.79	4,028.58	\$ 36,870.21	\$ 500.00	\$ 37,370.21
Holgate Local	\$ 22,000.00	421.82	\$ 9,174.59	\$ 31,174.59	3,330.35	\$ 27,844.23	\$ 500.00	\$ 28,344.23
Lake Local	\$ 22,000.00	1,510.29	\$ 32,848.81	\$ 54,848.81	5,185.44	\$ 49,663.37	\$ 755.15	\$ 50,418.52
Liberty Center	\$ 22,000.00	949.34	\$ 20,648.15	\$ 42,648.15	4,251.91	\$ 38,396.24	\$ 500.00	\$ 38,896.24
Maumee City	\$ 22,000.00	2,207.44	\$ 48,011.82	\$ 70,011.82	8,890.76	\$ 61,121.06	\$ 1,103.72	\$ 62,224.78
Millcreek-West Unity	\$ 22,000.00	505.36	\$ 10,991.58	\$ 32,991.58	3,519.72	\$ 29,471.86	\$ 500.00	\$ 29,971.86
Montpelier EV	\$ 22,000.00	909.59	\$ 19,783.58	\$ 41,783.58	4,184.49	\$ 37,599.09	\$ 500.00	\$ 38,099.09
Napoleon Area	\$ 22,000.00	2,029.69	\$ 44,145.76	\$ 66,145.76	8,341.42	\$ 57,804.33	\$ 1,014.85	\$ 58,819.18
North Central	\$ 22,000.00	584.9	\$ 12,721.58	\$ 34,721.58	3,660.62	\$ 31,060.95	\$ 500.00	\$ 31,560.95
Northeastern	\$ 22,000.00	1,003.79	\$ 21,832.43	\$ 43,832.43	4,281.18	\$ 39,551.25	\$ 501.90	\$ 40,053.14
Northwood	\$ 22,000.00	816	\$ 17,748.00	\$ 39,748.00	4,000.00	\$ 35,748.00	\$ 501.00	\$ 36,249.00
NwOESC	\$ 22,000.00	552	\$ 12,006.00	\$ 34,006.00	3,323.52	\$ 30,682.48	\$ 500.00	\$ 31,182.48
Oregon City	\$ 22,000.00	3,372.48	\$ 73,351.44	\$ 95,351.44	10,880.75	\$ 84,470.69	\$ 1,686.24	\$ 86,156.93
Otsego Local	\$ 22,000.00	1,358.25	\$ 29,541.94	\$ 51,541.94	4,885.64	\$ 46,656.30	\$ 679.13	\$ 47,335.42
Ottawa Hills	\$ 22,000.00	951.37	\$ 20,692.30	\$ 42,692.30	4,118.95	\$ 38,573.34	\$ 500.00	\$ 39,073.34
Patrick Henry	\$ 22,000.00	790.94	\$ 17,202.95	\$ 39,202.95	3,992.39	\$ 35,210.56	\$ 500.00	\$ 35,710.56
Penta County JVS	\$ 22,000.00	1,878.89	\$ 40,865.86	\$ 62,865.86	5,798.76	\$ 57,067.09	\$ 939.45	\$ 58,006.54
Perrysburg	\$ 22,000.00	4,976.00	\$ 108,228.00	\$ 130,228.00	10,500.00	\$ 119,728.00	\$ 2,488.00	\$ 122,216.00
Pettisville	\$ 22,000.00	322.69	\$ 7,018.51	\$ 29,018.51	3,181.64	\$ 25,836.87	\$ 500.00	\$ 26,336.87
Pike-Delta-York	\$ 22,000.00	1,292.23	\$ 28,106.00	\$ 50,106.00	4,813.78	\$ 45,292.22	\$ 646.12	\$ 45,938.34
Rossford	\$ 22,000.00	1,465.66	\$ 31,878.11	\$ 53,878.11	5,187.86	\$ 48,690.25	\$ 732.83	\$ 49,423.08
Springfield Local	\$ 22,000.00	3,749.72	\$ 81,556.41	\$ 103,556.41	7,340.45	\$ 96,215.96	\$ 1,874.86	\$ 98,090.82
Stryker	\$ 22,000.00	428.83	\$ 9,327.05	\$ 31,327.05	3,333.51	\$ 27,993.55	\$ 500.00	\$ 28,493.55
Swanton	\$ 22,000.00	1,205.13	\$ 26,211.58	\$ 48,211.58	4,730.66	\$ 43,480.92	\$ 602.57	\$ 44,083.49
Sylvania City	\$ 22,000.00	7,665.52	\$ 166,725.06	\$ 188,725.06	16,796.11	\$ 171,928.95	\$ 3,832.76	\$ 175,761.71
Washington Local	\$ 22,000.00	7,136.16	\$ 155,211.48	\$ 177,211.48	16,192.55	\$ 161,018.93	\$ 3,568.08	\$ 164,587.01
Wauseon EV	\$ 22,000.00	1,793.52	\$ 39,009.06	\$ 61,009.06	5,590.19	\$ 55,418.87	\$ 896.76	\$ 56,315.63
Wood County ESC	\$ 22,000.00	121	\$ 2,631.75	\$ 24,631.75	2,789.38	\$ 21,842.37	\$ 500.00	\$ 22,342.37
Totals =====>	\$ 880,000.00	65917.33	\$ 1,433,701.93	\$ 2,313,701.93	\$ 228,432.44	\$ 2,085,269.49	\$ 36,740.48	\$ 2,122,009.97



In connection with brokering Medical Stop Loss Coverage for Washington Local Schools for the policy period of July 1, 2019 through June 30, 2020, is acknowledged that the following per employee per month (PEPM) service fees are included in the quoted monthly Specific charges of \$1.88/Individual, \$4.74/Family and \$0.41/EE for Aggregate.

DEDUCTIBLE:
\$200,000 with a \$100,000 Aggregating Specific

	Specific Individual	Family	Aggregate Composite
NET RATE:	\$ 24.35	\$ 67.89	\$ 7.99
SERVICE FEE	\$ 1.88	\$ 4.74	\$ 0.41
QUOTED CHARGE*	\$ 26.23	\$ 72.63	\$ 8.40

Quoted Charge is the Monthly Billed Charge

**NME may receive additional compensation from carrier in recognition of NME's marketing and distribution activities, persistency levels and volume of business.

Washington Local Schools

National Medical Excess, LLC

Michael P. Sherman, President

Date: _____

Date: _____

6. Approval of Insurance Rates: Medical, Minimum Value Plan (MVP), Dental, and Vision

The Treasurer recommends that the Board of Education approve the Medical, Minimum Value Plan (MVP), Dental, and Vision monthly premium rates, effective July 1, 2019 through June 30, 2020, as presented:

A. HEALTHCARE: Paramount Healthcare

**Healthcare monthly premiums reflect a 10% reduction, effective January 1, 2019:*

<u>HMO Health</u> :	Single:	\$339.99
	Family:	\$1,192.41
<u>HMO Prescriptions</u>	Single:	\$88.70
	Family:	\$331.33
<u>MVP HMO Health</u>	Single:	\$285.79

B. DENTAL: Delta Dental

	Single:	\$36.05 / month
	Family:	\$90.15 / month

Includes administrative fees of \$4.03 per month, per member, effective February 1, 2019 through January 31, 2020; the dental contract expires February 1, 2021.

C. VISION: Vision Service Plan

	Single	\$ 5.03 / month
	Family	\$12.77 / month

The vision contract runs by calendar year and expires December 31, 2020.

Moved by: _____ Seconded by: _____

Mr. Ilstrup ____ Ms. Canales ____ Mr. Hughes ____ Mr. Hunter ____ Mr. Sharp ____

7. Fund to Fund Transfer: Employee Recognition

The Treasurer recommends that the Board of Education approve the following fund to fund transfer, as presented:

Debit:	General Fund 001.7200.910	\$15,000.00
Credit:	Employee Recognition 007.5100.9067	\$15,000.00

Moved by: _____ Seconded by: _____

Mr. Ilstrup _____ Ms. Canales _____ Mr. Hughes _____ Mr. Hunter _____ Mr. Sharp _____

8. Whitmer High School Graduates

The Superintendent recommends that the Board of Education record as official, the names of the 526 Whitmer High School Graduates, Class of 2019, as presented:

Selena Samir Abed
Chloe Nicole Adams
Alexandra Lynn Adler
Rachel Amelia Ahee-Gillen
Chisomaga Cynthia Akunna
April Michelle Albright
Anthony Robert Alexander
Alexis Leona Alford
Jade Nicole Alford
Joelle Al-Hachem
Yusra Fatima Ali
Madisun Joe Allen
Ke'Aura Ayana Anderson
Reynald Malabanan Anderson
Dillion Kristopher Andrews
Ashton Nicholas Ankney
Caitlyn Anson
Thomas Ray Antoine
Jason Patrick Arnold
Dominick Lawrence Arreguin
Santos James Arriaga
Elizabeth Clare Arvay
Iyana Amari Awls
Jared Manvell Babka
Andrew Paul Bach
Hunter Rae Bachik
Hussein Ali Badran
Austin Taylor Baker
Madeline Carol Kate Barnes
Marissa Nichole Barnes
Brianna Rose Barrand
AndreaLynn Barrientes
Olivia Ann Bartel
Kaitlyn Lauren Bartolet
Gabrielle Mae Basta
Jarrett C. Bateson
Emma Grace Baxter
Taijuan Damonta Beasley-Green
Felicia Sue Beczynski

Justin Tyler Bedford
Madison Lee Beins
Alexa Renee Bejarano
Estevan Jordan Bejarano
Amie Lee Carlene Belcher
Connor Gerald Bell
Dawson Michael Bender
Taylor Nicole Benedict
Drew Jesse Bengela
Brendan Michael Bernath
Richard Allen Jarreau Billups, Jr.
Kaylee Lyn Binion
Anna Stasia Birdsell
Joslyn Macalla Bladel
Jada Josephine Blanco
Madison Rose Bodeman
Joshua John Boratyn
James Brandon Micheal Born
Michael Anthony Bourn
Matthew Tyler Bovee
Azaria Nevaeh Bragg
Abigail Renee Bresler
Reece Dakota Brill
Kelsey Paige Brooks
Michael Leland Brooks
Nicholas Lee Browder
Ethan Thomas Brown
Kobi Gordon Buckles
Crystal J. Buckman
Madisenn Diane Buder
Tatum Bailea Bunce
Quinn Noelle Burnett
Ashley Nicole Burt
Olivia Kaylan Mae Bushroe
Cavon Lamar Butler
Namuun Byambajav
Logan Avery Byram
Kaleb Matthew Cabell
Logan Steele Caddarette

Donovan Edward Campbell
GNonn Lamarr Caraway
Oscar Brandon Cardenas
Jordan Nicole Carle
Trenton Daniel Carr
Serena Jeanne Cayce
Aliyah Renee Cedoz
Trystin Emilio Cherko
Cassidy Marie Cherry
Sherri Renee Cherry
Lydia Marie Christoff
Dominick Constantine Chrysochoos
Korrin Alexis Clawson
Joshua Charles Clegg
Nicholas Anthony Cluckey
Edward Colbert III
Adrianna Marie Cole
Jocelyn Danielle Cole
Johrdan Monriese Coleman
Caitlin Alexandra Collins
Kerry Ann Conkle
Nicholas Michael Conner, Jr.
Andruw Marley Cook
Clay Thomas Cook
Howard Leon Cook
Kyle Scott Cook
Noa Jean Cook
Quinn Dennis Cook
Tyler Lyn Cook
Raegon Angileigh Coombs
Sarah Eileen Coykendall
Joey Jermaine Haynes Craig, Jr.
Connor Devon Crawford
Coriana Lanae Crayton
Connor Lucas Cukierski
Joyce Ann Castillo Cunanan
Majed Fadi Damlakhi
Mohamad Fadi Damlakhi
Justin Marlow-Michael Damon
Vanessa A. Davidson
Aubrey Leigh Davis
Austin Michael Davis
Keilou Joannie Davis
David Fitzgerald Davis, Jr.
ConnerLee DeGasto

Kenneth Jacob Deiley
Julian James Deron Dempsey
Dylan Francis Dixon
Bryson Michael Doggendorf
Taylor Lynn Doom
Emily Kate Doran
Sean Steven Douglas
Domonic Justice Dowell
Douglas James Drouillard
Karlie Annamarie DuBois
Thomas James Dukes
Kalman Ethan Dunn
Madelin Dawn Duris
Melissa Renee Durkee
Sabrina Lynn Dye
MarionHanna Dyer
Brian KaShawn Eastling
Samantha Lynn Edinger
Yassmine Ahmed Ellaithy
Christian James Elliott
Mariah Alysce Ellis
Jeffery Michael Enck, Jr.
Alissa Mae Enright
Luvv Leigh Estelle
Areon Dequan Evans
DeAntewane Dewane Evans
Brice Christopher Johnathon Extine
Alexa Nicole Fabris
Naomi Marie Fessler
Allison Elizabeth Finch
Preston Edward Firment
Madison Rose Fix
Michael Lee Flemmings
Alexus Victoria Flores
Nadia Skye Fonseca
Alizabeth Sue Foster
Zachary Thomas Franklin
Connor Lee French
Madison Renee Frey
Mekail Deangelo Rudolph Frisch
Lexy Paige Frost
Rachel Marie Frost
Reid James Furman
Lynsey Elizabeth Garber
Roberto Eliseo Garcia

Grant Earl Gardner
Vianet Garduño-De La Cruz
Cameron Scott Garrison
Zoe Akasha Michelle Gassner
Keon Jakir Gatlin
Kylie Jordan Gawrych
Elijah David Gilbert
Devin Ryan Gilliam
Jacob Daniel Martin Gladieux
TaTyianna Renee Glover
Brittney Marie Goad
Justyn John Goebel
Christian Bryce Gokey
Jason Stephen Gonzales
Destiny Maria Diane Gonzalez
Kendall Jo Gray
Trinity Marie Green
Cameron Joseph Gregg
Caitlyn McKenzie Gregory
Christopher John Grochowski
Brendan Thomas Gunn
Jaylin Michelle Guyton
Kaelin Marie Guyton
Donny Aziz Hamblin
Joshua David Hamlin
Angela Kay Hanna
Isaac Brian Harden
Hanna Helena Harmon
Ashley LaQuelle Harris
Jacob Scott Harris
Lauren Elizabeth Harris
Lillian Mikayla Harris
Shawntez Damar Harris
Nicholas Michael Harrison
Hadyn Harold Hartford
Jacob Steven Hartford
Molly Elizabeth Haskin
Courtney Jade Hasty
Randy Kent Hauser
Peyton Michael Hawk
Haley Ann-Lauren Hayes
Bryant Louis Hayes, Jr.
Jacob Heath Henderson
Keylin Noah Henderson
Morgan Joannec Henkle

Richard Todd Henne
Kaleigh Rose Herwat
Abigail Jeanne Hickey
Alysia Shavon Hill
Jonathan William Hillard
Justin Edward Hideki Hirauye
Ross Andrew Hoffert
Amber Lee Hogarth
Jadyn Camille Holifield
Rebecca Allison Hoot
Zachary Alan Hoot
Erica Renee Hope
Mariah Marchelle Hopings
Jasmine Victoria Horrigan
Lauren Rae Hower
Nathanael Wayne Hoyle
Mark Richard Kennedy Hughes
Leon Anthony Hughes, Jr.
Alexander Jon Huntermark
Grace Eleanor Iseler
Alexus Marie Jackson
Tyler Joseph Jasinski
Alayna Nicole Johnson
Autumn Sarah Marie Johnson
Kyleigh Ann Jones
Payton Lynn Kamer
Natapong Kanema
Makayla Sidney Kasch
Camille Elizabeth Keil
Katelyn Marie Kemp
Joseph Richard Kennedy
Brent Mitchell Kenyon
Madison Nicole Kenyon
Autumn Elizabeth Kerlin
Mohammad Majed Khdeer
Mohammad Bader Khriwish
Amy Louise Kimura
Abrianna Dashai Kincade
Brandon Lee Kinsey
Kayte Elizabeth Kinsey
Trenton Robert Klostermeier
Vaneice Reneé Knolly
Landin Hunter Kralovic
Michael Russell Kramer
Samantha Michelle Kramer

Austin Jacob Kramp
Katherine Julia Kroma
Brianna Lynn Kry
Evan Patrick Kujawa
Taylor Ann Kwapich
Elijah Berry Lachapelle
Dangelo Malik Lane
Demani Angelo Lane
Dylan James Larnhart-Barber
Julia Elizabeth Larsen
Drew Townsend Lasley
Dalan Terrell De'Yonne Layton
Taneeya Monique MyLove Lee
William Frank Letson
Aidan Gabriel Lewis
Ashley Nicole Lewis
Pagie Elizabeth Lewis
Jesse Alberto Lira, Jr.
Avery Elizabeth-Rose Lorenzo
Caleb Patrick Lorenzo
Kaitlyn Marie Louy
Dakota Anthony Jay Madlinski
Zachary Robert Magner
Kaitlynn Marie Maix
Annabelle Paisley Malan
Olivia Kathleen Mallendick
Cassandra Leigh Managhan
Sierra Nicole Marquez
Arianna Rose Martinez
Javier Alejandro Martinez
Laina Elyse Martinez
Trey Michael Mathena
Eric Lammarr Mathis
AndreaRose Matthews
Devin Michael Lee Mauder
Anakin Charles May
Lillian Marie Mayes
Aidan Patrick McCall
Joseph Michael McCartney
Serenity Lee McClain
Madison Serenity McCray
Lydia Alette McCumons
Justyne Nicole Mcgee
Dylan William McKinney
Brooklyn Marie McNeely

McKenna Mee
Jacob Benjamin Meek
Courtney Lynn Meyers
Dylan Thomas Meyers
DeAnna Marie Michalak
Megan Mary Michalak
Emily Rae Middaugh
Emma Ryan Mikols
Angus Wills Armour Miller
Erin Rose Miller
Kennedy Austin Miller
Malakai Alexander Miller
Taylor McKenzie Mills
Anastasia Elizabeth Mingione
Cody Harrison Mitchell
Taylor Paige Moores
Austin Patrick Mora
Thomas Joseph Morton
Asa Dru Taylor Moss
Kyle Charles Mullikin
Dustin Mitchell Mullins
Sarina Elizabeth Mullins
Joseph Frank Munoz III
Maia Elizabeth Murphy
Cole Bryan Musch
Jacob Keeler Muszynski
Allison Caroline Myers
Kobe John Myers
Ian Anthony Nahm
Brady Allen Napier
Taylor Ann Navarre
Katherine Marie Naveken
Carly June Neiswender
Andromeda Orion Newbold
Jacob Shane Neyhart
Craig Charles Nimigeon
Jasmine Elaine-Lynn Nonnenmacher
Collin Jacob Oberle
Erin Elizabeth O'Brien
SamuelIsaac Olan
Stephen Jacob Oliver
Madison Denise Orechia
Tyler Matthew Orns
Raymon Randolph Osentoski
Cecilia Rose Oviedo

Aaron Austin Padilla
Jenna Lynn Pakulski
Zackary Robert Papenfus
Joshua Scott Paris
Morgan Elaine Parnell
Lyndon Anthony Parsons
Katelin Lee Patton
Brenden Gregory Penley
Mark Edward Peters
Courtney Elizabeth Phalen
Paul Dana Pitzen II
Danielle Lee Pluszczynski
Hope Marie Polker
Raegan Elisabeth Presnell
Kevin Ranell Price
Jared Mikeal Wayne Prince
Marzia Qurban Ali
Kamden Thomas Rahm
Brandon Michael Reddington
Santino Guadalupe Rede
Christopher Blaine Redway
Tori Madison Revels
Madison Eliese Ridgeway
Jamie Nicole Rippey
Nathaniel Anthony Rizo
Jacqueline Taylor Tigre Roberts
Jonathan Thomas Roberts
Keith Jackson Rocker
Jonah Arthur Adam Rodriguez
Kole Robert Roi Rodriguez
Jessica Renea Ross
Isaia Rubio
Kimberly Denise Ruff
Christian Michael Ruiz
Mia Angel Ruiz
Aisya Ann Patrice Russell
Ashley Anna Russell
Austin Eugene Rybka
Jennifer Sabir
Justin Allen Salazar
Maher Adel Saleh
Taylor Renee Sanders
Edward David Sarnecky
Megan Lynn Sauer
Jason Junior Saunders

Alaina Jean Savidge
Brianna Michelle Sawaya
Kylie Christine Sawicki
Jason Paul Schlagheck
Douglas Brian Lynn Schmaus
Linsey Jean Schoonmaker
Nathaniel Robert Schultz
Hannah Jade Schumacher
Morgan Lynn Schumacker
Alex Allen Schwartz
Kaitlyn Masters Scruggs
Janna Danielle Seeburger
Selina Marie Seipp
Kayley Paige Sell
Donna Lee Sengstock
Ashley Christine Sexton
Baylee Nicole Seymour
Olivia Lillian Seymour
Brooke Lynn Sgro
Lindsey Marie Shaffer
Skylar Rebecca June Shaffer
Pierce Anthony Trent Shannon
Brett Donovan Sharp
Caleb Christopher Sharp
Seth M. Sharp
Alyssa Cristien Shavers
Ka'mya Nickcole Sheaves
Carissa Ann Shepherd
Alexander Michael Shuherk
Sage Markeya Siler
Nathan James Simms
Kennedy Jean Skiles
Amy Jane Smith
Bailee Marie Smith
Chrisgen Lee Smith
Colin J.D. Smith
DayVion Jermuil Malik Smith
Madison Sarah Smith
Stevevonte Andrew Aton Smith
Zachary Alexander Smith
Mandruall Lamont Smith, Jr.
Jordyn Michael Snapp
Sophie Erin Sobecki
David Michael Somers
Dalton James Speaks

Kylie Rae Speiker
Kristin Luanne Sprouse
Madison Anne St. Julian
Caden Bradly Staggs
Makayla Belle Stecovich
Maci Jo Steinberg
Flora Anna Stephens
Jessica Lynn Stevens
Jacob Matthew Stewart
Matthew Clayton Stewart
Hudson Dale Stockman
Nicholas Charles Stoffel
Jalah Stokes
Boudi Mitchell Stollar
DonaldEdward Stuard IV
Autumn Leigh Sturdevant
Heather Marie Sutherland
Kaige Mathew Swartwood
Jacob Lawrence Swartz
Anthony Thomas Swincicki
Trey Thomas Syroka
Hailey Nicole Szymkowiak
Devin Rudy Takacs
Gracie June Tate
Calista May Temple
Madison Nicole Terry
Gillian Elizabeth Thacker
Carleton Louis Thebeau III
Tara Elizabeth Theisen
Caleb David Thieman
Serenity Diana Thomas
Mark Anthony Thomas II
Payton Savannah Thompson
Alana Sanaa Tidwell
Erika Lyla Jean Tipping
Tyrese Thomas Walt Tomaszewski
Macie Monroe Traczyk
David Michael Tran
Dieu Tran
Dylan Matthew Trzcinski
Trenton David Turner
Kenneth Austin Twigg
TeannaMae Tyler
Paris Michelle Ulrich

Crickett Alexandria Vangelder
Cassandra Joan Vargas
Marshall Thomas Varnes
Olivia Louise Varnes
Maricela Elena Villarreal
Bailey Christine Vineyard
Charley Melissa Vollmer
Alyssa Joan Walczak
Madison Sue Walkowski
Alexandria Nicole Walton
Samantha Bailey Walton
Leah Mandell Warnimont
Elaina Marie Warns
Darrin Jamal Washington
Caitlyn Jean Webb
Maddalynn Maree West
Olivia Grace Westcott
Joseph Alexander Wester
Aaliyah Mapleleen White
DemariMaurice White
Jadyn Grace-Rene White
Caelen James Whitfield
Joseph Theo Wilcox Zdunczyk
Cassidy Ann Williams
Randi Marie Williams
Alexia Hope Wilson
Joshua Pierce Wilson
Logan Patrick Wilson
PaSeanJermaine Wimberly
Lynsey Nicole Wiskochil
Sierra Jennifer-Alexis Wolf
Devon Harper Wood
PresleyElizabeth Woodbury
Tyler Douglas Woodbury
Carrington James Wormley
Carly Catherine Yost
Dylan A. Yost
Rachel Marie Yost
Peydon Alexander Young
David Elifonso Ysasi
Zaccary Edgar Zawodni
TatianaMarie Zeadker
Hannah Lee Zerbey
Noah Michael Zimmerman

Moved by: _____

Seconded by: _____

Mr. Ilstrup _____ Ms. Canales _____ Mr. Hughes _____ Mr. Hunter _____ Mr. Sharp _____

9. Gifts and Donations

The Superintendent recommends that the Board of Education accept the gifts and donations, as presented:

- A. Steven & Teresa Kaczor, 21803 McCutcheonville Road,
Bowling Green, OH 43402-9629**
Donation of \$270 to Kevin LaPoint Scholarship.

Moved by: _____

Seconded by: _____

Mr. Ilstrup _____ Ms. Canales _____ Mr. Hughes _____ Mr. Hunter _____ Mr. Sharp _____

10. Purchases over \$25,000

Washington Local Schools Policy 6320—Purchases Limitations

All purchases (purchase order/contract) except utilities and emergency purchases, that are within the amount contained in the appropriation and were originally contemplated in the budgeting process may be made upon authorization of the Treasurer unless the contemplated purchase is for more than \$25,000, in which case prior approval is required from the Board of Education.

The Treasurer is authorized to adjust appropriations within a fund in order to make necessary purchases and shall report such modifications at the following regular Board meeting.

The Treasurer is authorized to make emergency purchases, without prior adjustment, or Board approval of those goods and/or services needed to keep the schools in operation. Emergency purchases that exceed \$25,000 will be submitted for approval at the next Board meeting.

Per Policy 6320, the Superintendent recommends that the Board of Education approve the following requests:

A. Project Lead the Way, Inc.

VEX Gateway Kit for the 2019/2020 School Year at Washington Junior High School

Equipment Cost paid for by Career Tech Weighted

Funds.....\$28,125.00

Moved by: _____

Seconded by: _____

Mr. Ilstrup _____ Ms. Canales _____ Mr. Hughes _____ Mr. Hunter _____ Mr. Sharp _____



**WHITMER CAREER &
TECHNOLOGY CENTER**

MEMO

TO: Dr. Susan Hayward
FROM: Deb Heban
RE: Recommendation to the Washington Local School Board to Purchase
Gateway/Robotics Kit
DATE: May 9, 2019

Rationale: Washington Junior High School will be adding a section of Gateway/Robotics for the 2019/2020 school year. This kit/equipment is available only from the Project Lead The Way, Inc. single source supplier for this item. This equipment will be paid for using Career Tech Weighted Funds.

Project Lead the Way, Inc. \$28,125.00 VEX Gateway Kit

I recommend that we accept the quote from Project lead the Way, Inc.

May 1, 2019

Project Lead The Way, Inc.
 3939 Priority Way South Dr., Suite 400
 Indianapolis, IN 46240



Summary

PLTW Gateway (6-8) \$28,125.00

Automation and Robotics	\$28,125.00
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Durable	\$28,125.00
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Item	Item Price	Qty	Total Price
VEX Gateway Kit	\$1,125.00	25	\$28,125.00

Equipment and Supplies Subtotal	\$28,125.00
Total	\$28,125.00

Total for Items Available in myPLTW Store \$28,125.00

Attention: To avoid potential duplication of orders, and decrease the leadtime to obtain your supplies, we kindly ask that you return a copy of the approved purchase order to the requester to complete the order via the Store in myPLTW. Please do not mail/email/fax the order to PLTW.

PLTW Product List

Quote

Address	PLTW 3939 Priority Way South Drive Suite 400 Indianapolis IN 46240	Created: 05/1/2019 Expires: 07/30/2019
Website	mypltw.org	
Payment accepted	Credit Card and Purchase Order	
Discount code		

Item	Item #	Item Price	Qty	Total Price
VEX Gateway Kit	270-1920	\$1,125.00	25	\$28,125.00
PLTW Product List Total				\$28,125.00

To place an order for the items included on this PLTW Product List, [visit the myPLTW Store](#).
Saved lists expire 90 days after being created or at the end of each calendar year.

Don't have a myPLTW account? To be added to your organization's account, please contact your Program Coordinator or the PLTW Solution Center at solutioncenter@pltw.org or 877.335.PLTW.

Attention: To avoid potential duplication of orders, and decrease the leadtime to obtain your supplies, we kindly ask that you return a copy of the approved purchase order to the requester to complete the order via the Store in myPLTW. Please do not mail/email/fax the order to PLTW.

Equipment and Supplies

Equipment and Supplies Total is calculated based on the details you provided about your classes and the items selected.

Pricing

Prices are subject to change. Annual program participation and professional development registration fees are excluded from this total. Professional development fees may vary by state. Standard shipping and processing charges are included for items available for order directly through PLTW. PLTW reserves the right to pass on additional shipping charges for orders shipped outside of the lower 48 contiguous states (i.e. Hawaii, Alaska, and Puerto Rico).

Sales Tax

Sales tax (where applicable) is not included in the total. Sales tax will be included at checkout.

Computer Hardware

Note that costs for computers, tablets, printers, and projectors are not included in the total. Refer to [PLTW's Computer Specifications](#) for details.

PLTW Returns Guidelines

Please visit our [Additional Resources](#) page to review Project Lead The Way's guidelines related to product warranties, handling of shipping errors, receipt of damaged products, and the return of equipment.

11. Student Handbooks

The Superintendent recommends that the Board of Education approve student handbooks for the 2019-2020 school year, as presented:

- A. Elementary Student Handbook 2019-2020
- B. Junior High School Student Handbook 2019-2020
- C. Whitmer High School Student Handbook 2019-2020

Moved by: _____

Seconded by: _____

Mr. Ilstrup _____ Ms. Canales _____ Mr. Hughes _____ Mr. Hunter _____ Mr. Sharp _____

2019-20
Elementary Student Handbook

washington local schools[®]
individual attention. infinite opportunities.

Welcome letter from principal

ABSENCES/TARDIES

1. Parents or guardians are expected to call the school any day their child is absent or tardy. Please call as early as possible (8:00 a.m.) in the morning or use the attendance line. The attendance line is available 24 hours.
2. A note to the teacher explaining the child's absence or tardiness upon their return is required **even though a call has been made**. Absences and tardies are considered unexcused unless a written excuse is received. Absences or tardies from school may be excused on the basis of any one or more of the following conditions.
 - Personal illness: The building administrator may require a physician's statement if deemed necessary.
 - Quarantine of the home: The absence of students from school is limited to the length of quarantine as fixed by the proper health officials.
 - Death of a relative: The absence is limited to a period of three days unless a reasonable cause may be shown by the student for a longer absence.
 - Observance of religious holy days: Students of any faith shall be excused for the purpose of observing a religious holy day.
3. Parents or guardians may notify the school by note or telephone if their child will be absent for an extended time. This will eliminate daily calling to the school.
4. All absences after an accumulation of 10 days will require a doctor's excuse.
5. Students, who accumulate 3 unexcused tardies during a semester, will be assigned a 1 hour after school detention.
6. If students are to leave school before dismissal, a parent or guardian must sign them out.
7. Make-up work will be provided when the student returns to school. It is the responsibility of the parent or guardian and child to complete and return assignments.
8. If an absence from school is for personal convenience (e.g. vacation, out of town travel, family outings) a leave form may be obtained from the office and must be completed by teachers and parents/guardians prior to the absence. The absence is considered as "unexcused" under Washington Local policy, but completing the form will enable students to make up any missed work.
9. A call to the school office to report an absence due to a contagious disease would aid the school staff in the detection of symptoms among other students.

ACCIDENTS/EMERGENCY MEDICAL/PARENT CONTACT

Even though reasonable safety precautions are observed at all times, accidents involving students sometimes happen. If a minor accident does occur, the staff member who is supervising the student notifies the office to make the principal aware of the situation. If an accident is deemed serious, the proper steps are immediately taken in accordance with the student's Emergency Medical Information. These forms are completed each year by the parents or guardians. **It is essential that parents and guardians keep emergency information, change of address, contact persons or phone numbers up to date on Info Snap.**

BICYCLES

Only students in grades 4 through 6 are permitted to ride bicycles to school. However, due to safety concerns, students are discouraged from riding bicycles to school. Parents or guardians should consider all relevant factors before deciding to allow their child to ride their bicycle to school. Students must walk their bicycles on the school grounds when students are going to and from school. Students should lock their bicycles to the rack. The school is not responsible for stolen or damaged bicycles.

CANCELLATION OR DELAY OF SCHOOL

Tune to Toledo radio and television stations during bad weather for information regarding delays or cancellations. You can also call the Washington Local Schools Weather Hotline at 419-473-8499 for information. **DO NOT CALL THE SCHOOL.** School telephone lines are frequently jammed after school closing announcements.

If school is canceled before the completion of the school day, announcements will also be made on the radio. Parents or guardians should develop a plan in advance for these emergencies.

CELL PHONES

Cell phones are not allowed to be used or displayed during school hours. Violation of this rule will result in the confiscation of the cell phone. Confiscated cell phones can be picked up in the office by a parent or guardian.

CONFERENCES

Parent-Teacher conferences for all students will be held on November 25th and 26th, and February 14th. Parents or guardians are given the opportunity to reserve times for the November conferences during Open House. Conferences will be held with students as needed. We encourage parents or guardians to contact the school to set up additional conference time with teachers or the principal.

CUMULATIVE RECORDS

Cumulative records (sometimes called permanent records or CRFs) are kept in the office for each pupil enrolled. Information, including the student's academic progress, health record, test scores, and attendance is part of the cumulative record. Teachers and other support personnel have access to cumulative records. The Federal Rights and Privacy Act state that the material in these records is confidential. This information can be released only with written permission of a parent or legal guardian, or with the written permission of the students if over eighteen years of age. This act also states that the parent or guardian must be granted the right to view these records if they choose. A records review session may be scheduled by contacting the principal.

DIRECTORY INFORMATION

Ohio Law provides for the release of "directory information" without the written consent of the parent. "Directory information" may include the following: a student's name, address, telephone number, date and place of birth, photograph, major field of study, participation in officially recognized activities and sports, height and weight, dates of attendance, date of graduation, awards received, honor rolls, and/or scholarships. The district will make this directory information available upon a legitimate request unless a parent, guardian, or adult student notifies the school in writing. Within five days from the date of this notification any or all such information will be removed from the directory. Contact the school in writing with this request.

DISCIPLINE

Good conduct and self-control is expected of all students in the halls, classrooms, on the playground and on field trips. Pupils are expected to follow all rules of the school and their classrooms and demonstrate respect for others and themselves. Our building rules are listed on the school's matrix.

Consequences for breaking these rules include but not limited to:

1. An office conference with the student.
2. Parents or guardians contacted by phone, letter, or discipline referral form.
3. A conference with parents or guardians.
4. Before or after school detention.
5. A written reflection.
6. Loss of recess (es).
7. Time out in the office.
8. In-school suspension.
9. Out of school suspension.
10. Expulsion.

The consequence depends on the severity of the misbehavior and how often the student has been in trouble. Fighting and other severe problems will immediately merit severe consequences.

Please refer to the Student Code of Conduct for more detailed information regarding discipline.

DRESS CODE

Dress and appearance are important factors in school pride and discipline. This is a shared responsibility among parents, children, and the school. Please share this dress code with your children and work together to follow these important rules. Clothing should not present health or safety problems or cause disruption or distraction.

Wearing listed items may result in students being asked to correct dress at school or parents being called to bring alternative clothing before the student is admitted to class. The principal will use his/her discretion and has the final say in regards to what they feel is inappropriate.

Students are not allowed to wear/display the following:

- Halter tops or any midriff-length shirts or blouses
- Shirts with suggestive or obscene messages
- Shirts that promote alcohol, drug or tobacco usage
- Skirts and shorts need to be fingertip length when arms are at the sides
- Spandex shorts, spandex stretch or other stretch/yoga pants that are too tight
- Pajama bottoms
- Body piercing other than ears (pierced ears are allowed)
- Flip flops (due to safety concerns)
- Hats, caps, and bandanas are not to be worn inside school buildings

EARLY DISMISSAL FROM SCHOOL

If a parent or guardian needs to pick up a child from school during the school day, the parent or guardian should report to the office rather than the child's classroom. The office will call the classroom and notify the teacher that the parent or guardian is picking up the student. When possible, notify the teacher in writing that your child will be leaving early. All students must be signed out in the office. This policy is to ensure the safety of your child while in school.

FIELD TRIPS

Teachers sometimes arrange field trips to complement classroom instruction. Written permission is obtained from all parents or guardians on the Washington Local Schools Authorization Form at the beginning of the year. Parents or guardians will be kept informed of times and destinations of field trips.

While on a field trip, students are to behave as if they are within the school building. It is important to remember that each student on a trip represents not only the school and his/her parents or guardians, but the community as well. Students whose behavior has displayed a lack of responsibility may be denied the opportunity to go on the field trip. Please note that bus suspensions are in effect for all field trips.

Parents or guardians are often asked to be group leaders on field trips. Parents or guardians need to read and sign a **Washington Local Chaperone Guidelines** form before they attend a field trip. **Please note that younger children are not allowed to accompany classes or ride buses on field trips. All chaperones must pay for a background check by visiting the link below prior to chaperoning any field trip.**

<https://bib.com/securevolunteer/washington-local-school-district/>

FREE LUNCH/BREAKFAST

In order to assure that all students have the opportunity to eat a well-balanced breakfast and lunch, free or reduced price lunches and breakfasts are provided for families who qualify. Families who have received a letter of Direct Certification explaining that their child will receive free breakfast and lunch are not required to fill out an application at school for free or reduced lunches. Families who have not received a letter confirming free lunches should fill out an application at the beginning of the school year or as their situation warrants. Any student eligible for free and reduced price lunches last school year will remain eligible until Monday, September 30th. After that date a new 2019-20 school year application form must be submitted. Look for your form in your beginning of the year folder. This form can also be completed online by going to the Washington Local Website: www.wls4kids.org and looking under the "Departments" tab and then clicking on "Nutritional Services". We receive federal money according to the number of students that qualify for free or reduced lunches. We encourage you to apply even though you may not use the program.

GRADE CARDS

Grade cards are distributed four times a year after the end of each grading period. **(Students in kindergarten do not receive a grade card at the end of the first quarter.)** These dates will be announced in the newsletter. When parents or guardians have questions or concerns regarding grades received, they should contact the appropriate teacher. It is the goal of our school that each student works to meet or exceed his or her potential. Parent involvement is important in achieving this goal. After reviewing your child's grade card, **please sign the envelope and return it to school.** The grade card is the parent or guardian's copy. **Please note that students who owe instructional fees will not receive their grade cards.**

HOMEWORK

Homework is designed to provide practice and to expand the students' academic skills. While parents or guardians may assist with homework, teachers expect that homework be written and accomplished by the student. Each teacher will communicate his or her specific homework procedures with parents or guardians and students at the beginning of the year.

Work missed due to absence will be given upon return to school. The teacher will inform the student when the work is due. It is the responsibility of the student and parents or guardians to see the make-up assignments are completed and returned. Consequences for students who have not completed and returned homework are determined by the teacher.

HOURS

School will be in session from 9:00 am to 3:15 pm. The office is open from 8:00 am to 4:00 pm each school day. Adult supervision is not available for children on the school grounds prior to 8:45 am and after 3:15 pm. Therefore, we ask parents or guardians of students to plan their departure time from home so that their arrival at school will be between 8:40 am and 8:55 am, when they may come directly into the building. We also ask that students go directly home when dismissed from classrooms at 3:15 pm and not remain on school grounds unsupervised. We, along with you as parents or guardians, are concerned about the safety of your child.

IMMUNIZATIONS

All public school students are required by law to immunized, or be in the process of receiving immunizations for mumps, polio, rubella, diphtheria, pertussis and tetanus (O.R.C. 3313.671) or must file with the school a statement by a physician that certifies that such immunizations would be dangerous to the child. In accordance with state guidelines, students who have not received those required immunizations by October 15th may be excluded from school.

INSTRUCTIONAL FEES

District-wide instructional fees were approved by the Board of Education to help offset the cost of materials for children in grades kindergarten through six. The fees assessed will be used to help pay for the cost of learning aids, such as workbooks and art materials used for instructional purposes. The fee is \$20.00 per student, but no family will be assessed more than \$30.00 for these fees. These fees will be collected in September. Families in serious financial need may contact the building principal for fee waiver information. It is important to note that these fees are charged for system-wide instructional costs. Elementary schools may need to assess a charge for class-specific materials, projects, or activities.

LUNCH/BREAKFAST

All students will eat lunch and then have recess for the remainder of their lunch period. The cost of a student lunch, including milk, is \$2.75. The cost of breakfast is \$1.50. The cost of a reduced student breakfast is \$.30 and reduced lunch is \$.40. It is extremely important that your child brings his/her lunch or is prepared to buy lunch. Washington Local Schools allow a maximum of 3 lunch charges. Lunch charges are to be repaid in the cafeteria the following day. Parents may prepay for lunches if desired. Parents can also pay for student lunches online by using **PayForIt.com** found on the school website. We strongly discourage parents or guardians from dropping off fast food lunches.

MEDICATION

If a child is required to take medication during school hours and the parent or guardian cannot be at school to administer the medication, only the school nurse, principal, or the principal's designee can administer medicine in compliance with the following rules:

1. Written instructions signed by the physician and parent or guardian containing all the information indicated on the form entitled "Administering Prescription Medicine to Students" must be sent to school prior to beginning the administration of medication. These forms are available in the office.
2. A record will be kept of the administration of the medication.

3. The parents or guardians of the child must assume responsibility for informing the school of any change in the child's health or medication. Adjustments to dosage must be accompanied by the physician's orders.
4. Medication such as aspirin or other "over the counter drugs" **cannot be administered** to students under any circumstances unless accompanied by the medical form and physician's orders.
5. Medications are not to be sent to school with students. Parents or guardians are to deliver the medications to the school office.

Communicable Diseases – Please report all communicable diseases to the school office or nurse.

PARENT/GUARDIAN RESPONSIBILITIES

Learning is a cooperative effort between the home and school. To ensure a successful school experience for each student, we encourage parents or guardians to consider the following suggestions in an effort to foster this spirit of cooperation.

Attendance

- It is not advisable to plan family vacations during school time.
- Try to schedule doctor and dentist appointments outside of the school day.
- Advise teachers of any serious or continuing health problems.
- It is important that students are on time to school.

Morning

- Start each day with a nourishing breakfast.
- Make sure your child is prepared with all items needed for that day (including books, assignments, lunch money, and supplies).
- Have your child arrive at school at the assigned time; do not plan extra time to play on the playground. No one is supervising the playground before school.

Homework

- Make sure that assigned work (homework, absent work, or special projects) is completed and returned on time.
- Prevent preschool children or pets from destroying homework.
- Ask questions about schoolwork, giving praise when earned and encouragement when needed.
- Set aside a daily time for reading with your child. Reading to your child, as well as listening to him/her read to you, is important.
- Provide necessary school supplies and replace them promptly when they are needed.
- Be aware that students in grades one through six have daily assignment books.

School Communications

- Complete and return all forms sent home from school.
- Read our school newsletter and discuss items of interest with your child.

Experience shows that most students usually live up to their parents' expectations! If you suspect that your child is not living up to your expectations, please call the school to schedule an appointment to discuss your concerns. Good communication between home and school is a vital link in the chain of academic progress.

PARENT CLUB

The Parent Club is a great support for our students. Meetings are held monthly and announced in advance. We encourage you to become involved with the Parent Club. Please note that meeting dates and times may be subject to change. Parents and guardians will be notified in advance of any changes.

PLAYGROUND RULES

The following rules are established for the safety of your child. All students are expected to know and follow them.

1. Students are to stay in their assigned areas.
2. If a ball goes beyond the fence, please ask an adult for help. Do not go after it yourself.
3. Do not kick balls near the building.
4. There is no eating on the playground.
5. Remember that students are in classrooms learning. Do not play by the windows.
6. If you have a problem with another student, walk away and think before you make a bad choice. Get an adult to help if you can't make a good choice.
7. Use the playground equipment properly.
 - One student on a slide at a time. The student must be seated and go down the slide feet first.
 - One student on a swing at a time and the student must be seated.
8. Play in a way that you or others don't get hurt. Remember to keep all hands, feet and other objects to yourself. There will be no game playing that involves physical contact or tackling.
9. Line up immediately at your assigned spot when recess is over.

Students will have outdoor recess unless it is raining or the wind chill factor is less than 20 degrees. Students should come to school **dressed to be outside during cold weather**. During indoor recess students are expected to remain in their classrooms and follow supervisor and classroom rules.

POWER SCHOOL PARENT PORTAL

Power School Parent Portal has been set to allow parents and guardians day-to-day access of your child's educational progress. If you need information to set up your account, please contact your building secretary.

To access your account go to www.wls4kids.org. Go to Resources for Parents and Power School Information. Annually Returning Student Registration is required of all returning students. This update is done in the fall to update your emergency medical information as well as your student's permissions. It can be accessed on your Power School Parent Portal.

We are excited to bring you this technology to help you keep current with your child's academic progress.

TELEPHONE CALLS

The office phone may be used by students for emergencies only. Students will not be called to the phone during the school day. Messages of extreme importance will be relayed to students.

TRANSPORTATION

Parents or guardians of those students who need bus transportation or a long term change to another stop for childcare purposes should complete and return a "Change of Transportation" form. These forms are available in the office.

Any changes in normal transportation arrangements must be communicated to the school in writing. Phone calls to change a transportation arrangement need to be done by 11:00 am. This will ensure that the change gets to the student and the teacher. The transportation office must approve bus changes. Students are not allowed to ride home with another student without a note. Without a note, students will be sent home the regular way. Student rules of conduct for bus transportation are as follows:

1. Students must obey the bus driver promptly and respectfully.
2. Students should arrive at their assigned bus stop 5 minutes before the bus is scheduled to arrive and wait in a location clear of traffic and off the roadway.
3. Students are expected to conduct themselves responsibly. Behavior at a school bus stop or aboard a bus must not threaten life, limb, or property of any individual.
4. Upon entering a bus, students must proceed directly to an available or assigned seat. Students must remain clear of the aisle.
5. Conversations at a quiet level are permitted, but must be refrained from at railroad crossings.
6. Eating and drinking on the bus is not permitted. Chewing gum and tobacco is not permitted.
7. Smoking or a flame of any sort is prohibited.
8. Students may carry on the bus only objects that can be held in their laps. Any object, which might be detrimental aboard a bus, will not be permitted.
9. Students will not throw or pass objects on, from, or into the bus.
10. Littering is not permitted.
11. Students need to stay seated until the bus has come to a complete stop.
12. Students should not put anything out of the windows, including their arm and voices.

Students that violate these rules may receive a school discipline referral. The consequences for receiving a school bus discipline referral may include:

1. First Referral – Principal/student conference
2. Second Referral – Principal/student conference and a one-day bus suspension of all bus riding privileges.
3. Third Referral – Principal/student conference and a three-day bus suspension of all bus riding privileges.
4. Fourth Referral – Principal/student conference and a ten-day bus suspension of all bus riding privileges.
5. Fifth Referral – Recommendation to the Superintendent for expulsion of all bus riding privileges (minimum of 30 days).

NOTE: For Severe Violations – If school officials deem the offense serious enough, any of the above steps may be superseded and the next step enforced and permanent loss of bus privileges may be the result.

VISITORS

All visitors are required to report to the office, sign in, wear a visitor's badge, and sign out. Visitation by children from other schools is not permitted. Families and friends are encouraged to support building activities. Please call if you have a physical limitation requiring special accommodations for you to attend.

VOLUNTEERS

Our school welcomes the services of parents or guardians, grandparents and community members who are kind enough to volunteer some of their time. Some of the more common services include tutoring, listening to students read, or assisting with special projects. **Volunteers need to sign in and out of the office.**

NONDISCRIMINATION AND ANTI-HARASSMENT

The Board of Education does not discriminate on the basis of race, color, national origin, sex, disability, age (except as authorized by law), religion, military status, ancestry, or genetic information (collectively, "Protected Classes") in its employment policies and practices or access to educational opportunities, programs and activities, and will enforce prohibitions against unlawful discrimination or harassment of any kind.

Definitions

1. Sexual Harassment

Pursuant to Title VII of the Civil Rights Act of 1964 and Title IX of the Educational Amendments of 1972, sexual harassment is defined as:

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, when:

- A. Submission to such conduct is made either implicitly or explicitly a term or condition of an individual's employment, or status in a class, educational program, or activity.
- B. Submission or rejection of such conduct by an individual is used as the basis for employment or educational decisions affecting such individual.
- C. Such conduct has the purpose or effect of interfering with the individual's work or educational opportunity/performance; of creating an intimidating, hostile, or offensive working, and/or learning environment; or of interfering with one's ability to participate in or benefit from a class or an educational program or activity.

Sexual harassment may involve the behavior of a person of either gender against a person of the same or opposite gender.

Not all behavior with sexual connotations constitutes unlawful sexual harassment. Conduct must be sufficiently severe, pervasive, and persistent such that it adversely affects an individual's employment or education, or such that it creates a hostile or abusive employment or educational environment.

Prohibited acts that constitute sexual harassment may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:

- A. Unwelcome sexual propositions, invitations, solicitations, and flirtations.
- B. Physical assault.
- C. Threats or insinuations that a person's employment, wages, academic grade, promotion, classroom work or assignments, academic status, participation in athletics or extra-curricular programs or events, or other conditions of employment or education may be adversely affected by not submitting to sexual advances.
- D. Unwelcome verbal expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls.
- E. Sexually suggestive objects, pictures, videotapes, audio recordings or literature, placed in the work or educational environment, which may embarrass or offend individuals.
- F. Unwelcome and inappropriate touching, patting, or pinching; obscene gestures.
- G. A pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another.
- H. Remarks speculating about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history.
- I. Inappropriate and/or unwelcome boundary invasions by a District employee or other adult member of the School District community into a student's personal space and personal life. Examples of inappropriate boundary invasions could include, but are not limited to the following:
 - 1. hugging, kissing, or other physical contact with a student
 - 2. telling sexual jokes to students
 - 3. engaging in talk containing sexual innuendo or banter with students
 - 4. talking about sexual topics that are not related to curriculum
 - 5. showing pornography to a student
 - 6. taking an undue interest in a student (i.e. having a "special friend" or a "special relationship")
 - 7. initiating or extending contact with students beyond the school day for personal purposes

8. using e-mail, text-messaging or websites to discuss personal topics or interests with students
9. giving students rides in the staff member's personal vehicle or taking students on personal outings without administrative approval
10. invading a student's privacy (e.g. walking in on the student in the bathroom, locker- room, asking about bra sizes or previous sexual experiences)
11. going to a student's home for non-educational purposes
12. inviting students to the staff member's home without proper chaperones (i.e. another staff member or parent of student)
13. giving gifts or money to a student for no legitimate educational purpose
14. accepting gifts or money from a student for no legitimate educational purpose
15. being overly "touchy" with students
16. favoring certain students by inviting them to come to the classroom at non-class times
17. getting a student out of class to visit with the staff member
18. providing advice to or counseling a student regarding a personal problem (i.e. problems related to sexual behavior, substance abuse, mental or physical health, and/or family relationships, etc.), unless properly licensed and/or authorized to do so
19. talking to a student about problems that would normally be discussed with adults (i.e. marital issues)
20. being alone with a student behind closed doors without a legitimate educational purpose
21. telling a student "secrets" and having "secrets" with a student
22. other similar activities or behavior:

NOTE: Sexual conduct/relationships with students by District employees or any other adult member of the School District community is prohibited, and any teacher, administrator, coach, or other school authority who engages in sexual conduct with a student may also be guilty of the criminal charge of "sexual battery" as set forth in Ohio Revised Code 2907.03. The issue of consent is irrelevant in regard to such criminal charge and/or with respect to the application of this policy to District employees or other adult members of the School District community.

2. Harassment – Protected Classes

Conduct constituting harassment on the basis of race, color, national origin, disability, age (except as authorized by law), religion, military status, ancestry, or genetic information may take different forms, including, but not limited to, the following:

Verbal:

The making of offensive written or oral innuendoes, comments, jokes, insults, threats, or disparaging remarks concerning a person's protected class.

Nonverbal:

Placing offensive objects, pictures, or graphic commentaries in the school environment or making insulting or threatening gestures based upon a person's protected class.

Physical:

Any intimidating or disparaging action such as hitting, pushing, shoving, hissing, or spitting on or by a fellow staff member, student, or other person associated with the District, or third parties, based upon the person's protected class.

3. Discrimination - Protected Classes

Prohibited discrimination occurs when an individual's access to employment opportunities or educational programs are based illegally upon an individual's protected class and when the conduct has the purpose or effect of interfering with the individual's work or educational opportunity/performance; of creating an intimidating, hostile, or offensive working, and/or learning environment; or of interfering with one's ability to participate in or benefit from an employment opportunity or an educational program or activity.

Such discrimination may occur where conduct is directed at the characteristics of a person's protected class or where access to employment or educational programs is illegally restricted or denied based on an individual's protected class. Discrimination may also include conduct related to race, color, national origin, sex, disability, age (except as authorized by law), religion, military status, ancestry, or genetic information such as slurs, nicknames implying stereotypes, epithets, and/or negative references relative to customs, traditions, clothing, manner of speaking, language, surnames and the like; or based on an individual's disabling condition, such as negative comments about speech patterns, movement, physical impairments or defects/appearances, or the like.

4. School District Community

For purposes of this policy, "School District community" means students, administrators, teachers, staff, and all other school personnel, including Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

5. Third Parties

For purposes of this policy, "third parties" include, but are not limited to, guests and/or visitors on School District property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School District community at school-related events/activities (whether on or off School District property).

Compliance Officers

The Superintendent shall appoint the Assistant Superintendent and the Director of Human Resources to serve as compliance officers. The compliance officers' names and contact information will be published annually in the parent and staff handbooks, on the School District's web site, posted in each building and distributed as an addendum to this policy upon request.

The Compliance Officers are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination or denial of equal access. The Compliance Officers shall also verify that proper notice of nondiscrimination for Title II of Americans with Disabilities Act (as amended), Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, Section 504 of the Rehabilitation Act of 1973 (as amended), and the Age Discrimination Act of 1975 is provided to students, their parents, staff members, and the general public.

Complaint Procedure

Members of the School District community are directed to promptly report incidents of possible discriminating and/or harassing conduct to a Compliance Officer or to another administrator, supervisor or other School District official so that the Board may address the conduct before it becomes severe, pervasive, or persistent.

Any Board employee who directly observes unlawful discrimination or harassment of a student is obligated, in accordance with this policy, to report such observations to one of the Compliance Officers. Thereafter, the Compliance Officer/designee must contact the complainant, if age eighteen (18) or older or the complainant's parents if under the age eighteen (18), to advise s/he/them of the Board's intent to investigate the alleged misconduct, including the obligation of the Compliance Officer/designee to conduct an investigation following all the procedures outlined for a formal complaint.

Members of the School District community or third parties who believe they have been unlawfully discriminated against and/or harassed by another member of the School District community or a third party are entitled to utilize the Board's complaint process. Initiating a complaint, whether formally or informally, will not adversely affect the complaining individual's employment or participation in educational or extra-curricular programs. While there are no time limits for initiating complaints of harassment under this policy, individuals should make every effort to file a complaint as soon as possible after the conduct occurs while the facts are known and potential witnesses are available.

Informal Complaint Procedure

The goal of the informal complaint procedure is to stop inappropriate behavior and to investigate and facilitate resolution through an informal means, if possible. The informal complaint procedure is provided as a less formal option for a member of the School District community or third party

who believes s/he has been unlawfully harassed. This informal procedure is not required as a precursor to the filing of a formal complaint and will only be utilized where the parties (alleged target of harassment and alleged harasser(s)) agree to participate in such process.

The informal complaint procedure and mediation will not be used to resolve sexual assault complaints and may not be appropriate in all situations. For example, all complaints of harassment involving a District employee will be formally investigated, as will complaints against any other adult where a student is involved.

As an initial course of action, if a member of the School District community or third party feels that s/he is being unlawfully harassed and s/he is able and feels safe doing so, the individual should tell or otherwise inform the harasser that the conduct is unwelcome and must stop. The complaining individual should address the allegedly harassing conduct as soon after it occurs as possible. A Compliance Officer/designee is available to support and counsel individuals when taking this initial step or to intervene on behalf of the individual if requested to do so. An individual who is uncomfortable or unwilling to inform the harasser of his/her complaint is not prohibited from otherwise filing an informal or a formal complaint.

A member of the School District community or third party who believes s/he has been unlawfully harassed may make an informal complaint, either orally or in writing: (1) to a building administrator in the building where the individual is employed; (2) to a building administrator in the building where the student attends; (3) to a Compliance Officer. All informal complaints must be reported to a Compliance Officer who will either facilitate an informal resolution as described below on his/her own, or appoint another individual to facilitate an informal resolution.

The School District's informal complaint procedure is designed to provide members of the School District community and third parties who believe they are being unlawfully harassed with a range of options designed to bring about a resolution of their concerns. Depending upon the nature of the complaint and the wishes of the member of the School District community or third party claiming unlawful harassment, informal resolution may involve, but not be limited to, one or more of the following:

- A. Advising the member of the School District community or third party about how to communicate the unwelcome nature of the behavior to the alleged harasser.
- B. Distributing a copy of the Nondiscrimination and Anti-Harassment Policy as a reminder to the individuals in the school building or office where the individual whose behavior is being questioned works or attends.
- C. If both parties agree, a Compliance Officer/designee may arrange and facilitate a meeting between the member of the School District community or third party claiming harassment and the individual accused of harassment to work out a mutual resolution.

While there are no set time limits within which an informal complaint must be resolved, a Compliance Officer/designee will exercise his/her authority to attempt to resolve all informal complaints within two (2) weeks of receiving the informal complaint.

When a member of the School District community or third party is dissatisfied with the results of the informal complaint process, or when a Complainant elects to file a formal complaint, such complaint must be submitted to a Compliance Officer/designee.

Formal Complaint Procedure

If a complaint is not resolved through the informal complaint process, or if the member of the School District community or third party elects to file a formal complaint initially, the formal complaint process shall be implemented.

A member of the School District community or third party who believes s/he has been subjected to offensive conduct/harassment hereinafter referred to as the "Complainant", should file a formal complaint, either orally or in writing with the building administrator or Compliance Officer/designee. If a Complainant informs any other employee of the School District, either orally or in writing, about any complaint of harassment, that employee must immediately report such information to the building administrator or a Compliance Officer. Thereafter the assigned Compliance Officer/designee must contact the Complainant to determine whether the Complainant wishes to file a formal or an informal Complaint.

Throughout the course of the process, the Compliance Officer/designee should keep the Complainant informed of the status of the investigation and the decision making process.

All formal complaints must include the following information to the extent it is available: the identity of the individual believed to have engaged in, or be engaging in, offensive conduct/harassment; a detailed description of the facts upon which the complaint is based; a list of potential witnesses; and, identification of the resolution which the Complainant seeks.

If the Complainant is unwilling to provide a written statement including the information set forth above, the Compliance Officer/designee shall ask for such details in an oral interview. Thereafter the Compliance Officer/designee will prepare a written summary of the oral interview which will be presented to the Complainant for verification by signature. If the Complainant does not wish to verify or sign the document, the Compliance Officer/designee shall proceed with the investigation process regardless.

Upon receiving a formal complaint, the Compliance Officer/designee will consider whether any action should be taken in the investigatory phase to protect the Complainant from further harassment or retaliation including but not limited to, a change of job assignment or a change of class schedule. In making such a determination, the Compliance Officer/designee should consult the Complainant to assess his/her agreement to any action deemed appropriate. If the Complainant is unwilling to consent to any change which is deemed appropriate by the Complaint Coordinator/designee, the Compliance Officer/designee may still take whatever actions s/he deem appropriate in consultation with the Superintendent.

Within two (2) business days of receiving a formal complaint, the Compliance Officer/designee will inform the individual alleged to have engaged in the harassing conduct, hereinafter referred to as the "Respondent," that a complaint has been received. The Respondent will be informed about the nature of the allegations and a copy of the Board Anti-Harassment Policy shall be provided to the Respondent at that time. The Respondent must also be informed of the opportunity to submit a written response to the complaint within five (5) business days.

Within two (2) business days of receiving the complaint, the Compliance Officer/designee will initiate a formal investigation to determine whether the Complainant has been subject to offensive conduct/harassment.

Although certain cases may require additional time, the Compliance Officer/designee will attempt to complete an investigation into the allegations of harassment within fifteen (15) business days of receiving the formal complaint. The investigation will include:

- A. interviews with the Complainant;
- B. interviews with the Respondent;
- C. interviews with any other witnesses who may reasonably be expected to have any information relevant to the allegations;
- D. consideration of any documentation or other information, which is reasonably believed to be relevant to the allegations.

In determining whether the alleged conduct constitutes a violation of this policy the District will consider:

- A. the nature of the behavior;
- B. how often the conduct occurred;
- C. whether there were past incidents or past continuing patterns of behavior;
- D. the relationship between the parties involved;
- E. the race, national origin, sex, religion, age and/or disability of the victim; and in case of genetic information harassment, the genetic information of the victim;
- F. the identity of the perpetrator, including whether the perpetrator was in a position of power over the person allegedly subjected to harassment;
- G. the number of alleged harasser(s);
- H. the age of the alleged harasser(s);
- I. where the harassment occurred;
- J. whether there have been other incidents in the school involving the same or other individuals;
- K. whether the conduct adversely affected the person's work or educational opportunity/performance or environment;
- L. the context in which the alleged incidents occurred;
- M. whether or not speech or expression that is alleged to constitute harassment is protected by the First Amendment to the United States Constitution; and
- N. whether a particular action or incident constitutes a violation of Policy 5517 requires a determination based on all the facts and surrounding circumstances.

At the conclusion of the investigation, the Compliance Officer/designee shall prepare and deliver a written report to the Superintendent which summarizes the evidence gathered during the investigation and provides recommendations based on the evidence and the definition of unlawful harassment as provided in Board policy and State and Federal law as to whether the Complainant has been subject to unlawful harassment. The Compliance Officer's/designee's recommendations must be based upon the preponderance of the evidence, taking into account the ages and maturity levels of those involved.

Absent extenuating circumstances, within five (5) business days of receiving the report of the Compliance Officer/designee, the Superintendent must either issue a final decision regarding whether the complaint of harassment has been substantiated or request further investigation. A copy of the Superintendent's final decision will be delivered to both the Complainant and the Respondent.

If the Superintendent requests additional investigation, the Superintendent must specify the additional information that is to be gathered, and such additional investigation shall, in most circumstances, be completed within five (5) business days. At the conclusion of the additional investigation, the Superintendent must issue a final written decision as described above. The decision of the Superintendent shall be final.

If the investigation results in findings of harassment or discrimination in violation of this policy, appropriate disciplinary action up to and including the discharge of an employee, or the suspension/expulsion of a student will be enforced, after applicable due process is afforded. The Superintendent/designee's final decision shall also include assurances of the steps the District will take to prevent recurrence of harassment or discrimination and steps to correct the discriminatory effects on the complainant and/or others as appropriate.

Confidentiality/Privacy

The School District will make all reasonable efforts to protect the confidentiality rights of the Complainant and the Respondent. The School District will respect the privacy of the Complainant, the Respondent, and all witnesses in a manner consistent with the School District's legal obligations under State and Federal law, as well as with the School District's obligations to investigate, to take appropriate action, and to conform with any appropriate discovery or disclosure requests. Confidentiality cannot always be guaranteed. All Complainants proceeding through the formal investigation process should be advised that their identities may be disclosed to the Respondent.

During the course of a formal investigation, the Compliance Officer or his/her designee will instruct all members of the School District community and third parties who are interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of a harassment investigation is expected not to disclose any information that s/he learns or that s/he provides during the course of the investigation.

Office of Civil Rights

The Informal and Formal Complaint procedures set forth in this policy are not intended to interfere with the rights of a member of the School District community or a third party to pursue a complaint of unlawful harassment or discrimination with the United States Department of Education, Office for Civil Rights.

The Office for Civil Rights may be contacted at:

U.S. Department of Education Office for Civil Rights
600 Superior Avenue, East, Suite 750, Cleveland, Ohio 44114-2611
Office main line: (216) 522-4970
TTY: (800) 877-8339
Fax: (216) 522-2573
Web: www.ed.gov/OCR Email: ocr.cleveland@ed.gov
To file a complaint: <http://www2.ed.gov/about/offices/list/ocr/complaintintro.html>

Employees of the district may also pursue a complaint with the Ohio Civil Rights Commission or the Equal Employment Opportunity Commission.

Record Retention

All public records created as a part of an investigation of a complaint of harassment will be maintained by the Compliance Officer in accordance with the Board's records retention policy. All records generated under the terms of this policy shall be maintained as confidential to the extent permitted by law. Any records which are considered student records in accordance with the *Family Educational Rights and Privacy Act* or under Ohio's student records law will be maintained in a manner consistent with the provisions of the Federal and State law.

Allegations Constituting Criminal Conduct: Child Abuse/Sexual Misconduct

State law requires any school teacher or school employee who knows or suspects that a child with a disability under the age of twenty-one (21) or that a child under the age of eighteen (18) has suffered or faces a threat of suffering a physical or mental wound, disability or condition of a nature that reasonably indicates abuse or neglect of a child to immediately report that knowledge or suspicion to the county children's services agency. If, during the course of a harassment investigation, the Compliance Officer / designee has reason to believe or suspect that the alleged conduct reasonably indicates abuse or neglect of the Complainant, a report of such knowledge must be made in accordance with State law and Board Policy.

State law defines certain contact between a teacher and a student as "sexual battery." If the Compliance Officer / designee has reason to believe that the Complainant has been the victim of criminal conduct as defined in Ohio's Criminal Code, such knowledge should be immediately reported to local law enforcement.

Any reports made to a county children's services agency or to local law enforcement shall not terminate the Compliance Officer / designee's obligation and responsibility to continue to investigate a complaint of harassment. While the Compliance Officer or a designee may work cooperatively with outside agencies to conduct concurrent investigations, in no event shall the harassment investigation be inhibited by the involvement of outside agencies without good cause after consultation with the Superintendent.

Allegations Involving Conduct Unbecoming the Teaching Profession/ Suspension

The Superintendent will file a report to the Ohio Department of Education, on forms provided for that purpose, matters of misconduct on the part of licensed professional staff members convicted of sexual battery, and will, in accordance with Policy 8141, suspend such employee from all duties that concern or involve the care, custody, or control of a child during the pendency of any criminal action for which that person has been arrested, summoned and/or indicted in that regard.

Compliance Officers

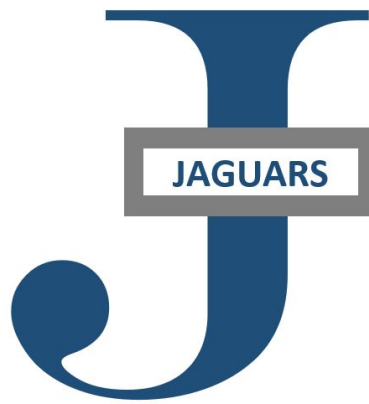
The following persons are designated as the District's Civil Rights Compliance Officer(s):

Brian Davis

Assistant Superintendent
3505 W. Lincolnshire Blvd
Toledo, OH 43606
Phone: 419-473-8221
Fax: 419-473-8247
Email: bdavis@wls4kids.org

Lori Berryman

Director of Human Resources
3505 W. Lincolnshire Blvd
Toledo, OH 43606
Phone: 419-473-8225
Fax: 419-473-8247
Email: lberryma@wls4kids.org



Student Handbook

Jefferson

JUNIOR HIGH

Important Phone Numbers

Principal's Office	419-473-8482
Assoc. Principal's Office	419-473-8479
Counselor	419-473-8450
Nurse	419-473-8447
Attendance	419-473-8462



Junior High Bell Schedule

DAILY BELL SCHEDULE	
Period 1	8:10 – 8:58
Period 2	9:01 – 9:49
Period 3	9:52 – 10:40
Period 4 Academic Assist	10:43 – 11:01
Period 5	A Lunch 11:04 – 11:34 Class 11:37 – 12:25
	Class 11:04 – 11:52 B Lunch 11:55 – 12:25
Period 6	12:28 - 1:15
Period 7	1:18 – 2:06
Period 8	2:09 – 2:57

2-Hour Delay SCHEDULE	
Period 1	10:10 – 10:44
Period 2	10:47 – 11:20
Period 5	A Lunch 11:23 – 11:53 Class 11:56 – 12:30
	Class 11:23 – 11:57 B Lunch 12:00 – 12:30
Period 3	12:33 – 1:07
Period 6	1:10 – 1:44
Period 7	1:47 – 2:20
Period 8	2:23 – 2:57

ATTENDANCE POLICIES & PROCEDURES

Absence Reporting Line:
JEFFERSON: 419-473-8462
WASHINGTON: 419-473-8483

The law requires that schools have contact with parents when there is an absence. We request that parents call the attendance line, which can be reached 24 hours a day. Please state student's name, reason for absence and your relationship to the student. Building hours are from 7:45 am to 3:30 pm. The building is open to students starting at 8:03 am. Breakfast is available from 7:50 am to 8:10 am in the cafeteria.

When a student is absent: The student is required to bring a note from their parent or guardian when they return (even if they called the office) with the student's first and last name, explaining the reason for the absence and the dates. The student will give the note to their first hour teacher, who will give them an admit slip for the rest of their teachers to sign. After any absence, the student needs to make up all work missed and is responsible for finding out from their teachers what work must be made up.

When a student is late to school: After 8:20 am, the student is late to school and they are to report to the attendance office to get a pass to be admitted to class. After 8:20 am, the student will need a note from their parent or guardian explaining the reason for their tardiness. Oversleeping is not excused.

When a student needs an early excusal: Student is to bring a note from their parent or guardian and report to the attendance office BEFORE school starts. They will then be given a pass to leave school. The student's parent/guardian will need to come into the building to sign them out.

When a student needs to accompany their parents on a trip during school time: The student should have the parents contact the school office at least two days prior to the absence. A vacation form must be completed and signed by each teacher so that school work can be made up even though vacation is an unexcused absence.

Definition of Truancy and Excessive Absences

Excessive Absence- Absent 38 or more hours in one school month with or without a legitimate excuse; or absent 65 or more hours in one school year with or without a legitimate excuse.

Habitually Truant- Absent 30 or more consecutive hours without a legitimate excuse; absent 42 or more hours in one school month without a legitimate excuse; or absent 72 or more hours in one school year without a legitimate excuse.

Habitually Truancy Procedures

All cases involving habitual truancy will be referred to the WLS Attendance Specialist for investigation. Referrals will

demonstrate that the following procedures have been observed:

1. Verified absences and warning letters sent.
2. Intervention conferences held with truant students and parent/guardian with school personnel and the Attendance Specialist.
3. Informal Hearing at county office and or family mediation.
4. Potential for referrals to Children's Services Board to seek recommendation.
5. Unruly/Truancy complaint filed with the Lucas County Juvenile Court.

BOARD OF EDUCATION POLICIES

*All Board Policies can be found at:

www.wls4kids.org

District > School Board > Policies

SCHOOL PROCEDURES

*Alphabetical by topic

Arrival

In the morning, school doors will remain locked until 20 minutes before the start of classes. Breakfast is available on regular school days beginning at 7:50 am. Students are discouraged from arriving any earlier as they will not be under direct supervision. If students must arrive before these times, they are to remain outside the building unless prior arrangements have been made with school staff. Students will be allowed to wait inside when temperatures drop below 32 degrees.

Book bags

No book bags, cinch bags, fanny packs, purses or athletic bags are permitted in classrooms/cafeteria. These are to be stored in the student's locker during the entire school day. A sleeve for the chromebook is permitted.

Bus Passes

Occasionally, a student will need to ride a bus with another student. The student must provide a note to the office (before 9:00 am) with the following five details: date, both student names, bus number that the students will ride and the parent signature of the student requesting the pass. Phone calls will not be accepted.

Cafeteria

The cafeteria is to be kept clean, and proper conduct is to be maintained. Students eat only during their assigned lunch period. The following protocol exists during lunch and/or breakfast:

1. Students will be in the cafeteria by posted times. Tardiness will result in detentions, IRP, or other consequences. Restroom privileges will be allowed during cafeteria time with an ID.
2. Students are responsible for the cleanliness of their table and floor area.
3. Students are responsible to report any spills/problems at their table to cafeteria supervisors immediately.
4. Students are required to take trays to the conveyors

and place trash, and other debris in the trash barrels.

5. Students must wait their turn in line. Line jumping is subject to disciplinary action.
6. Students will use conversational voice and polite language such as “please” and “thank you” to EVERYONE.
7. Students will report bullying to an adult.
8. Students must be in a seat or in line. Only students purchasing food are to be in line.
9. Students will remain in their seat until dismissed by their cafeteria supervisor.
10. Students who violate cafeteria rules may be assigned a “permanent” seat by a cafeteria supervisor.

These rules need to be followed, or detentions and/or other disciplinary action can result.

Cell Phones

Student cell phones are to be turned off, kept in lockers, and not used during the school day. Violation of this rule will result in disciplinary action and confiscation of the cell phone. A confiscated cell phone will be returned to owner at the end of the day, provided there are not concerns with the contents of the phone. On a second cell phone violation, the cell phone will be confiscated and kept by the administration until the student’s parent(s)/guardian(s) claim it from the office. The school is not responsible for lost, stolen or broken devices.

Contents of cell phones may be searched if there exists a reasonable suspicion that it may have been used in an activity prohibited by the Code of Conduct.

Students may use the office phones for emergency reasons only during the school day. Student cell phone use is not allowed during the school day. Parents should not call/text students on their cell phone during school hours. If parents need to contact their student, they MUST do so by calling the school office.

Counseling Services

During adolescence young people are faced with difficult situations with which they sometimes need help. Some areas of concern are personal, social, and academic in nature. The school counselor is here to facilitate problem-solving and to assist students in exploring their options. If a parent would like an appointment with the counselor, please have them call the counselor’s office. If a student wishes to see the counselor, they are to write a note about their concern and will be seen as soon as possible.

Custody and Residency Issues

In order to update student information records in the District Computer System, parents/guardians who have experienced a legal change of custody through the court system, or have moved to a new address in the Washington Local District, must provide the proper documents to prove custody and/or residency. The following documents are the only acceptable verification to change student/family data:

1. A final file stamped and journalized complete court affidavit for custody with case number and parent/guardian’s name.
2. Utility bill (gas, electric, water, cable, and “landline: phone) in parent/guardian’s name with the residency address.
3. Lease agreement of at least six (6) months in parent/guardian’s name.
4. Government/Social Services check stub in parent/guardian’s name with address

When the Washington Local School District determines that there is sufficient evidence that the legal parent/guardian lives outside the district, school administration will withdraw that student immediately. Any parent/guardian who falsifies residency documents provided for school registration is in violation of the Ohio Revised Code and **may be held liable for back tuition from the date of original enrollment to the date of discovery of residence outside the district.** Per Washington Local School Policy students that do not live in the WLS district may not attend school in this district. Any changes of custodial parent or residency issues can be processed at any time in the Attendance Office. Changes of phone numbers are also critical and can be changed by contacting the Associate Principal. Individuals who have custody and residency questions are asked to contact the Associate Principal.

Dismissal Process

Students must proceed to the buses at the end of the school day. Loitering, bus-hopping and other delaying activities are prohibited. Once a student gets onto their bus, they should not exit it again until arrival at their bus stop. Buses will pull out of the parking lot by 3:07 pm. Any student not on their bus by this time will need to report to the office to make alternate arrangements for pick-up. Students are never to run after or try to enter a moving bus. Students need to be in their assigned location for after-school activities within 15 minutes of the school dismissal bell. All other students must be out of the building by this time. Students loitering in hallways or in unauthorized areas without a pass will be subject to disciplinary action. Unless a student’s after-school activity begins immediately following the dismissal bell, he/she is not allowed to wait for the activity at school. These students should ride the bus home and return at the specified time for his/her practice or meeting.

Earbuds/Headphones

Earbuds/Headphones may only be worn when given permission by teacher. No earbuds/headphones are to be worn in hallways. When permitted to wear ear buds/headphones, the earbud/headphone may only be worn in one ear.

Emergency Drills

Regular drills for fire, tornado, lockdown, and evacuation are practiced throughout the school year, so that students and staff members are prepared, if there is ever an emergency. **Students not following the directions or procedures during a drill, or real emergency, are subject to**

disciplinary consequences. Drill directions and exit routes should be posted in each classroom.

Emergency Notification

School emergencies will be announced by SwiftReach K12 phone messaging system, social media, local radio and television stations. Please do not call the schools or Central Office, as we will need all lines open to communicate with local emergency officials.

Hallway Conduct

While in the hallways of a Washington Local Junior High School, students will be expected to do the following:

Behavior

1. Students will keep their hands to themselves.
2. Students will use a conversational voice and polite language.
3. Students will throw all trash in the garbage and recycle when appropriate.
4. Students must clean or report all spills to an adult.
5. Students will walk, stay to the right, and keep moving at all times.
6. Students will report bullying to an adult.

Hall Passes

1. Except during class changes, students in the hallway are required to have a hall pass that is signed by a school personnel with them at all times, along with their student ID displayed.
2. Students are not to be late to a class for reasons such as making up class work, lab work, or food sales, unless they have prior permission from all regularly scheduled classroom teachers.
3. Being in the hall without a pass/student ID may result in a disciplinary consequence.

ID Cards

Students are required to wear a school issued ID card at all times. Students need their student ID to use a hall pass, the library, purchase food in the cafeteria, ride the late bus, and to attend dances. If this ID is lost or misplaced, the student must assume responsibility, and the expense of replacing the card. Two dollars must be paid to the librarian, before the ID will be replaced.

Lockers

Lockers are the property of the Washington Local Board of Education. The locker and contents are subject to random searches, at any time.

Each locker has a combination lock. The office can change the combination if a problem exists. A student ID is required to receive locker information, or assistance for locker entry. Key-type padlocks, or bicycle locks, are prohibited. If the combination is not on file, or in an emergency situation, the lock will be cut off.

The following guidelines for lockers should be followed:

1. Students should not share the locker combination with any other student. Only one student is

assigned per locker. Students are encouraged to keep their lockers closed and locked at all times.

2. Keep locker neat.
3. Students are responsible for the upkeep of their assigned locker. Students are not permitted to write, scratch, or use contact paper, or stickers, in decorating their locker. Cost of cleaning and/or repairing a locker will be assessed to a student if damage occurs as a result of student misuse and/or abuse.
4. No hitting or kicking lockers. If the locker will not open, student should go to the office for assistance.

Lost & Found

If a student finds something that does not belong to them, student should give the item to a teacher or place in the Lost and Found. Lost and Found items are placed in the lost and found designated area. At the end of each semester, unclaimed items are donated to the WLS Clothing Closet.

Make Up Work

See Board Policy 5200

School Delays and Cancellations

School closings and delays will be announced on social media, local radio and television stations. Decisions to close/delay the schools are usually announced between 5:30 am and 6:30 am. Please do not call the schools or Central Office. Students may receive updates by calling the Weather Hotline, 419-473-8499.

School Nurse

The School Nurse (Mrs. Kraus RN, MSN) is in the building two days a week. She is on the campus the other days of the week and is available for urgent medical needs. The school should be aware of any changes to the student's health status. These can be provided to Mrs. Kraus at 419-473-8424 (WJHS) or 473-8447 (JJHS) or at mkraus@wls4kids.org

Medication

The administration of medication is primarily the responsibility of the parent. If it is necessary for student to take over the counter medication or prescribed medication during school hours, a form must be completed by the physician and the parents. This form can be obtained from the main office or it is available online from the web site. Staff are not permitted to administer any type of medication (over the counter included) without this form. Medication must also be brought to school by a parent.

Allergies/Asthma

If a student has severe allergies or asthma, the school needs to be aware of this. For students with severe allergies, an allergy action plan will be developed for school. Please contact the School Nurse to discuss this. Students are permitted to carry inhalers and epipens with physician approval. A medication form will need to be completed for both. In the case of epipens, the student may carry an epipen, provided a backup dose has been provided to the school.

Immunizations

The State of Ohio requires all students to have a complete vaccination record on file within 15 days of attendance. All 7th grade students are required to have a Tetanus Diphtheria and Pertussis (Tdap) and Meningococcal (MCV) vaccines prior to entry. If you have any questions regarding immunizations, please contact the School Nurse.

School Records

Student Cumulative Record Files (CRF) are maintained in the office. With advanced notice, students who are 18 years old and/or parents may review the CRF.

Search and Seizures

See Board Policy 5331

Student lockers, desks, cabinets, and similar property are the property of the Washington Local Board of Education provided to students as a convenience for their use. Lockers and other such property carry no expectation of privacy for the students who occupy them. School lockers, desks, cabinets, etc. and their contents are subject to search by school authorities at any time and without warning.

Student Financial Assistance

Financial assistance is available through the free and reduced lunch program as long as the "financial need" criteria are met. Any student who has financial need may pick up an application in the Principal's Office. (CTC courses are not eligible for this assistance.)

Student Record "Directory Information"

Ohio law provides for the release of "directory information" without the consent of the parent; or, if the student is eighteen (18) years of age or older, the written consent of the student. "Directory information" includes the following: a student's name, address, telephone number, date and place of birth, photograph, major field of study, participation in officially-recognized activities and sports, height and weight, if a member of an athletic team, dates of attendance, date of graduation, awards received, honor rolls, or scholarships.

The District will make "directory information" available upon a legitimate request unless a parent, guardian, or adult student notifies the school in writing within five days from the date of this notification that he/she will not permit distribution of any or all such information. Contact the building principal or Counseling Center for this request.

Surveillance Cameras

For student safety and welfare, video surveillance cameras are placed throughout the building, school grounds, and on buses. Actions recorded on these cameras may be used as evidence in disciplinary action. Any attempt to damage or interfere with the function of these devices will result in disciplinary action by the school and possible referral to local law enforcement agencies.

Textbooks

Student textbooks are to be covered and cared for at all times. Students are responsible for excessive wear or damage and will be charged for it. Report book damage that a student sees when a book is first issued.

Visitors

Visitors must report to the main office to obtain permission to visit the building, contact students or speak with school personnel. Students from other schools are not permitted to visit without prior arrangement made with a staff member.

Work Permits

The State of Ohio requires all students under the age of 18 to have a work permit in order to be employed. Applications for permits can be obtained on the WLS website and in the Principal's Office.

ACADEMICS

*Alphabetical by topic

Academic Honesty

Students in Washington Local Schools are expected to pursue their academic goals with honesty and integrity. Plagiarism, cheating, and other unethical academic practices will not be tolerated. Students who participate in unethical academic practices are subject to disciplinary and/or academic consequences.

Academic Honor Roll

To be on the Honor Roll students need a 3.0 average and cannot have any D's, F's, U's or I's. We have three (3) honor rolls to recognize student achievement:

<i>Commendable</i>	GPA 3.0 – 3.49
<i>Distinguished</i>	GPA 3.5 – 3.99
<i>Exemplary</i>	GPA 4.0

College Credit Plus (CCP)

(See board policy 2271)

The College Credit Plus program in Ohio is designed to allow students (grades 7-12) the opportunity to earn college and high school credit concurrently. CCP's goal is to provide additional opportunities for high school students to experience course work at the college or university level.

The parent/guardian and student must receive counseling/attend a meeting which explains the program and sign a letter of intent to participate in the CCP program by April 1st of each year. Students and their families are required to apply to the university. Once accepted, the student will complete the steps to register for classes. Transportation to the college or university is not provided by Washington Local Schools.

Students participating in the College Credit Plus program (CCP) will be eligible to receive secondary credit for completing any of these programs. To be eligible, students must be in seventh, eighth, ninth, tenth, eleventh, or twelfth grade and achieve "remediation free" status on an assessment or meet alternative criteria under the law in order to be admitted to a college or university.

If a student participating in CCP A) fails to maintain a grade point average of 2.0 or higher in the college courses taken through CCP, or B) withdraws from, or receives no credit for two (2) or more courses in the same term, the student will be considered an "underperforming student." If a student maintains underperforming student status for two (2) consecutive terms of enrollment, the student will be deemed "ineligible."

Immediately after determining a student has obtained underperforming student status, the student will be placed on probation with the CCP program. The underperforming student, his/her parents, and the college(s) will be notified. The underperforming student and his/her parents shall also be notified of the following requirements for continued participation in CCP while on probation:

A. The student shall only enroll in one college course during any term.

B. The student shall refrain from enrolling in a college course in the same subject as a college course in which the student earned a grade of "D" or "F" or for which the student received no credit.

C. If the student had registered for more than one college course for the next term prior to being placed on probation, the student shall request each college in which s/he is enrolled to dis-enroll the student from those courses that conflict with the terms of his/her probationary status.

a. If a student elects to remain enrolled in one course for the next term, s/he shall inform the college of the course in which the student would like to remain enrolled.

b. If the student fails to dis-enroll from any courses that conflict with his/her probationary status, the student and his/her parents will be notified that the student shall assume responsibility for any and all tuition, fees, and costs for textbooks for any courses from which the student was required to dis-enroll. In this notification, the student and his/her parents shall also be advised that the student shall be deemed an ineligible student and dismissed from the program for the next term in accordance with the dismissal procedures set forth below.

D If a student takes a course after being placed on probation and such course raises the student's cumulative grade point average to 2.0 or higher in the college courses taken through the CCP, the student shall be removed from probation. The student may participate in CCP without restrictions unless s/he is declared to be an underperforming student again.

E. If a student takes a course after being placed on probation and such course does not raise the student's cumulative grade point average to 2.0 or higher in the college courses taken through CCP, the student shall be dismissed from the program in accordance with the dismissal procedures set forth below.

Dismissal

If a student is deemed ineligible to participate in CCP, s/he will be dismissed from the program, the ineligible student, his/her parents, and each college will be notified. The ineligible student and his/her parents shall also be notified that the student shall not take any college courses through the program following his/her dismissal.

If the student had registered for more than one college course for the next term prior to being dismissed from the Program, the student shall request to be removed from the program.

If the student fails to dis-enroll following his/her dismissal from the Program, the student and his/her parents will be notified that the student shall assume responsibility for any and all tuition, fees, and costs for textbooks for any courses from which the student was required to dis-enroll. In this notification, the student and his/her parents shall also be advised the student's dismissal from the Program for an additional term.

Reinstatement

Following one (1) term of dismissal, a student may submit a request to the Superintendent to be reinstated to the CCP. Summer shall only be counted as a term if the student is enrolled in one or more high school courses during the summer. Upon receipt of the reinstatement request, the student's full high school and college academic record will be reviewed to determine whether the student has achieved academic progress and whether s/he will be reinstated on probation or without restriction.

Reinstatement on Probation: In order to be reinstated to CCP on probation, the student must meet the following academic progress criteria:

A. Limited to one (1) CCCP course if their cumulative GPA is below 3.0.

B. Passing performances in all classes.

Reinstatement without Restriction: In order to be reinstated without any restrictions, the student must meet the following academic progress criteria:

A. Passing performances in all classes.

B. In good standing for all graduation requirements including end of course exam points and grade level credits.

C. Cumulative GPA is 3.0 or higher in all classes.

If the student fails to demonstrate academic progress as defined above, the dismissal may extend/continue for an additional term(s). During the dismissal period, the student shall remain ineligible to participate in CCP until academic progress is achieved.

Appeals

Any student who is dismissed from CCP or prohibited from taking a course in which the student earned a grade of “D” or “F” or for which the student received no credit, may appeal the decision. The appeal must be filed within five (5) business days after the student is notified of the dismissal or prohibition against taking a course.

When reviewing a student’s appeal, the Superintendent shall consider any extenuating circumstances separate from the student’s academic performance that may have affected or otherwise impacted the student’s status in CCP. After considering such information, the Superintendent may:

- A. allow the student to participate in the Program without restrictions;
- B. allow the student to take a course in which the student earned a grade of “D” or “F” or for which the student received no credit;
- C. allow the student to participate in the Program on probation; or
- D. maintain the student’s dismissal from the Program.

The Superintendent shall issue a decision on the student’s appeal within ten (10) business days after the date the appeal is filed. The Superintendent’s decision shall be final, and s/he shall immediately provide notification of the decision to each of the colleges or university in which the student is enrolled.

A. If the Superintendent decides to continue the student’s dismissal from CCP, and the student is enrolled in a college or university, the college/university shall permit the student to withdraw from all courses in which the student is enrolled without penalty. The Board shall not be required to pay for such courses.

B. If the Superintendent fails to issue a timely decision after the date the appeal is made, and the student is enrolled in a college or university, the college/university shall permit the student to withdraw from all courses in which the student is enrolled without penalty. If the decision is issued after the college or university’s no-fault withdrawal date, the Board shall be required to pay for such courses.

Grading System

Report cards are issued four times during the year. Grade cards are mailed home throughout the year. A mid-term report is sent home to parents/guardians prior to the end of the fifth week of the grading period if the student is earning a letter grade of a D or F. Students are encouraged to ask questions and seek extra help if needed. Parents are

encouraged to call the counselor to set up a teacher conference if they have questions.

If an extended illness, students may be given an “I” (Incomplete). The “I” must be made up by the end of the quarter. The “I” will become an “F” if the work is not completed in the allotted time frame.

10-Point Grading Scale				
% Grade	Letter Grade	Quality Points	Honors Quality Points	AP Quality Points
93-100	A	4.0	4.5	5.0
90-92	A-	3.7	4.2	4.7
87-89	B+	3.3	3.8	4.3
83-86	B	3.0	3.5	4.0
80-82	B-	2.7	3.2	3.7
77-79	C+	2.3	2.8	3.3
73-76	C	2.0	2.5	3.0
70-72	C-	1.7	2.2	2.7
67-69	D+	1.3	1.8	2.3
63-66	D	1.0	1.5	2.0
60-62	D-	0.7	1.2	1.7
0-59	F	0	0	0

Homework

See Board Policy 2330

Homework can be viewed on the Cougar Assignment Matrix, which can be found on the schools web page.

<https://www.wls4kids.org/WJH>

Testing

It is important for all students to understand that during any testing session, they are responsible for not sharing any information from the test with anyone outside of the testing room. Also, any use of an electronic device during a test administration is a security violation and may be punishable by having their device handed over to the teacher/test administrator and their test invalidated. For further questions regarding test security, please see the building principal.

STUDENT CODE OF CONDUCT

*Alphabetical by topic

Below are examples of violations and are not intended to be exclusive. Offenses may/will result in one or more of the following: Lunch Detention, After School Detention, Community Service, IRP, Saturday School, Out-of-School Suspension, and/or loss of school privileges (e.g. dances and school assemblies).

1. Being in another building on campus unauthorized
2. Being in halls and restrooms during class time without permission
3. Bullying
4. Class tardiness
5. Disrespectful/defiant and/or insubordinate (severe cases may result in suspension)
6. Disruption of education

7. Dress and appearance that presents health or safety issues or causes disruption or distraction
8. Excessive show of affection: Any excessive show of affection between couples that attracts attention shall be considered in poor taste and is prohibited. This will include close body contact, hugging, kissing and like action
9. General misconduct on school property
10. Illegal parking on school property and traffic violations
11. Leaving classroom and/or building without permission
12. Misuse of school computers
13. No ID card
14. Safety violations in classroom and labs
15. Skipping a class
16. Throwing food, leaving trays and debris in the cafeteria or other areas of school
17. Truancy
18. Verbal harassment; and/or vulgar language
19. Violation of school/classroom rules

Severe Code of Conduct Violations: The following are examples of severe conduct violations. Lists of specific offenses following each category are not intended to be exclusive, but are intended to illustrate the types of offenses encompassed in the category.

Assault and Fighting on School Property or at School Sponsored Events

See Board Policy 5501

1. Physical threat or violence to persons including posturing, striking, kicking, pushing or threatening with any weapon (including fists).
2. Harassment – verbal and/or physical.

Bullying - Student Procedure

See Board Policy 5517.07

With increased awareness and reporting of school violence and bullying behavior, state legislatures have responded by mandating that school officials adopt policy and procedural steps to address this problem. Forty-nine of the fifty states have statutes addressing bullying in schools. Ohio is one of many states that has developed a model policy for schools, and requires that each school board develop and adopt an official board policy on bullying. Washington Local Schools has complied with this requirement through Policy 5517.01 – BULLYING AND OTHER FORMS OF AGGRESSIVE BEHAVIOR adopted on 3/19/08. Our policy aligns with the Ohio model policy and meets all requirements determined by the Ohio Revised Code.

Policy requirements include:

1. A definition of bullying.
2. Defined reporting procedures for parents, students, and staff members of incidents that are suspected to constitute bullying, harassment, or intimidation.
3. Requirement that school employees must report to their building administrator or the superintendent any situation that they believe to be aggressive behavior directed toward a student.
4. Requirement that school administrators must:

- a. Promptly investigate complaints about aggressive behavior that may violate this policy.
 - b. Prepare a written report of their investigation.
 - c. Report to parents of perpetrators their investigation findings in writing along with notice of any disciplinary action taken.
 - d. Report to parents, of targeted student outcomes, of their investigation of aggressive acts toward their child.
5. When the investigation finds an instance of harassment, intimidation, or bullying has occurred, a requirement that it will result in prompt and appropriate remedial and/or disciplinary action.
 6. Requirement that the district administration semi annually provide the president of the WLS Board a written summary of all reported incidents and post the summary on the WLS web site.

Administrative Investigation of Possible Bullying Incident Form

- This form is designed to assist building administrators (or their designee) in complying with WLS Board policy on bullying. It leads the administrator through an investigative process for the purpose of making a determination of whether or not an incident constitutes bullying. It also documents interventions selected and parent contacts made.

Aggressive Behavior – is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student’s educational, physical, or emotional well-being. This type of behavior is a form of intimidation and harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. It can include, but not be limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name-calling, taunting, making threats, and hazing.

Bullying, Harassment, or Intimidation – any intentional written, verbal, graphic, or physical act that a student or group of students exhibits toward another particular student(s) more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s).

Cyberbullying – electronically transmitted acts (i.e., internet, email, cellular telephone, personal digital assistant (PDA), or wireless hand-held device) that a student(s) or a group of students exhibits toward another particular student(s) more than once and the behavior both causes mental and physical harm to the other student and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other students(s).

Diversity - Washington Local Schools has a multicultural environment. The student body, faculty, and staff represent many different backgrounds in race, ethnic groups, and

religion. All are welcome and bring a cultural-diversity to the school. It is expected that all will make positive contributions to the school community. Harassment based upon race, ethnic, religious or cultural background will not be tolerated and appropriate disciplinary steps will be taken through the implementation of the code of student conduct.

Burglary and Theft

See Board Policy 5501

1. Burglary – unauthorized entry to school premises and the removal of school or personal property.
2. Robbery – Theft of property by force or threat of force.
3. Larceny – theft of school property or personal property.
4. Extortion, Blackmail, or Coercion – obtaining money or property by violence or threat of violence or forcing another to do something against his/her will by force or threat of force.

Bus Misconduct

See Board Policy 3327.014

Student misbehavior on the bus presents a significant safety concern for both riders and the driver. Common misbehaviors include student harassment, loud or unnecessary distractions, seat hopping, tossing of objects and generally distracting behavior that could pose a safety threat to those onboard. Bus misbehavior is turned over to building administrators to determine appropriate disciplinary consequences ranging from warnings to suspension of bus riding privileges for the remainder of the year.

Dress & Appearance

See Board Policy 5511

Dress Expectations – Students are to dress at all times with a sense of good taste, to be appropriately covered, so as not to cause disruption to the educational process. A student whose dress goes beyond the bounds of good taste and is judged by school personnel to be inappropriate, offensive, and/or educationally disruptive will be reprimanded, receive behavior consequences and/or be required to immediately change apparel.

Clothing may not

1. Have any sexual or sexually suggestive reference including hidden or double meaning.
2. Depict drugs, alcohol, tobacco or illegal items.
3. Depict any illegal, violent, dangerous or gang activity.
4. Depict, or refer to, obscenity or profanity.
5. Discriminate/demean/put down other people (on issues such as race, color, religion, gender, national origin, sexual orientation or disability).

Clothing

1. Tops must have sleeves.
2. Must have a neckline that does not show cleavage.
3. No undergarments should be visible.

4. All tops must be long enough, so that no midsection shows.
5. No visible headwear, including hats, hoods, bandanas, knit caps, or scarves are allowed from the time students enter the building until the end of the school day, unless for religious reasons.

Other Dress Code Requirements

1. Students must follow the dress requirements provided by the Physical Education Department.
2. Chains are not permitted. Additionally, chains are not to be worn as choker collars or belts. Safety pins and spiked jewelry are not allowed to be worn at school.

Damage/Destruction of School Property

See Board Policy 5513

1. Mischievous Behavior – unintentional destruction of school or personal property resulting from mischievous behavior.
2. Vandalism – intentional destruction of school or personal property such as writing on buildings, walls, breaking windows, driving on lawn.

Disrespect/Disregard of Directions of School Personnel

See Board Policy 5501

1. Any verbal or written disrespect or obscene gestures
2. Failure to obey lawful instructions of school district personnel.
3. Refusal to identify self upon request to proper school authorities on the school property or at school sponsored events.

Disruption of School

See Board Policy 5501

1. Arson – intentional setting of fire to school, or personal property, including property of the student on school premises.
2. False Fire Alarm – causing the evacuation of school by activating the fire alarm.
3. Interference with School Authorities – interfering with administrators, teachers or other school personnel by force of violence.
4. Intimidation of School Authorities – interference with administrators, teachers, or other school personnel by intimidation with threat of force or violence.
5. Unauthorized assemblies or student demonstration.

Electronic Devices

Students who take unauthorized pictures or videos of other students are subject to possible disciplinary consequences.

Possession, Sale and/or Use of Narcotics, Alcohol and Other Dangerous Drugs

See Board Policy 5530

1. Alcoholic Beverage – possession, use, sale or being under the influence of alcohol on school property or at school sponsored events. Being under the

influence is understood to include the prevalent odor of alcohol.

2. Narcotics, Illegal Drugs, Mind-Altering Substances and Other Dangerous Drugs – possession, sale, or use of the above, except when used as prescribed by a physician, on school property or at school sponsored events.
3. School authorities will confiscate drugs, alcohol, and drug paraphernalia.

Smoking/Possession of Tobacco Products

See Board Policy 5501

Smoking, holding or passing a cigarette on school property, chewing and/or possession of any tobacco product or alternative nicotine products, including e-cigarettes, on school property results in the following disciplinary action:

Consequences for Smoking/Possession of Tobacco Products:

1st Offense: Students will be assigned an After School Detention and to a Tobacco Prevention program. Failure to attend the program will result in suspension.

2nd Offense: 2 days of IRP, with the possibility of a ticket issued (Ohio School Law 9.63.2) for students under the age of 18.

3rd Offense: 2 days out of school suspension, with the possibility of a ticket issued (Ohio School Law 9.63.2) for students under the age of 18.

STUDENT HAZING

See Board Policy 5516

Hazing activities of any type shall be prohibited at all times in school facilities, on school property, and at any school-sponsored events. No employee of the school district shall encourage, permit, condone, or tolerate any hazing activities. No student, including leaders of student organizations, shall plan, encourage, or engage in any hazing.

1. Hazing is understood to mean any act or coercing another, including the victim, to do any act of intimidation to any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.
2. All employees of the school district shall be particularly alert to possible situations, circumstances, or events which might include hazing. If hazing or planned hazing is discovered, it shall be reported immediately to the building principal/supervisor, who will then notify the superintendent.
3. Employees and/or students who fail to abide by this policy may be liable for civil and criminal penalties in accordance with Ohio law.

Technology Misuse

See Board Policy 5514

Student access to and use of the Network (computers, District Intranet, electronic mail, electronic bulletin boards, and information sharing) and the Internet is a privilege intended for educational purposes. This access is intended to assist in collaboration and exchange of information, facilitate personal growth in the use of technology, and enhance information-gathering and communication skills. The District has implemented technology protection measures which block/filter Internet access to inappropriate displays.

District protection/safety software and/or hardware will be utilized to:

- A. Monitor online student activity
- B. Restrict student access to material that is obscene, objectionable, inappropriate, or harmful to minors
- C. Prohibit unauthorized access (hacking) and other unlawful activities by students
- D. Prohibit disclosure of personal identification information of minors

Misuse by students shall include but not be limited to:

- A. Copyright infringement
- B. Deletion of computer files
- C. Disrupting Network operation through abuse of hard or software
- D. Improper or inappropriate use of computers including, but not limited to, accessing information unrelated to school purposes or activities.
- E. Intentionally seeking information on other users.
- F. Knowingly introducing computer viruses.
- G. Malicious use of Network or Internet through hate mail, harassment, profanity, or discriminatory remarks.
- H. Obtaining copies of or modifying files, data, or passwords of other users.
- I. Students misrepresenting themselves or other users on the Network or Internet.
- J. Unauthorized copying of any hard copy material or software
- K. Unauthorized entry into school computers, sites, or information databases.

Any misuse of the Network or the Internet will result in suspension of privileges and/or other disciplinary action including but not limited to detention, suspension, and expulsion.

Trespassing

Unauthorized entry of school property or refusal to leave when ordered. Safe school ordinance will be invoked by administration/designee and school resource officer.

Weapons and Dangerous Instruments

See Board Policy 5772

- 1.) Firearms – possession or use of firearms or other dangerous weapons or instruments on school property or at school sponsored events.

- 2.) Stun Guns (tasers): Possession or use of stun guns (tasers) on school property or at school sponsored events.
- 3.) Explosives – possession or use on school property or at school sponsored events of explosive materials including firecrackers, caps, smoke bombs, stink bombs, or any form of firework.
- 4.) School authorities will confiscate all weapons and/or dangerous instruments.
- 5.) Knives - possession or use of knives on school property or at school sponsored events.

STUDENT CODE OF CONDUCT VIOLATION

Violation of the Code of Conduct may result in verbal or written warning or reprimand, referral to counselor or associate principal, parental contact or conference, detention, in-school reassignment, community service, emergency removal, referral to law enforcement agencies, suspension or expulsion.

Disciplinary Actions

Student discipline follows a progressive policy. Consequences increase with each offense. More severe consequences may be issued dependent upon the infraction. It is the intent of the progressive nature to allow for personal responsibility and self-correction by the student. The following may be assigned as a consequence when a student fails to comply with the behavioral expectations outlined in this student handbook.

Lunch Detention - is an exclusion from the cafeteria. Requirement to eat lunch in the lunch detention classroom and complete a given assignment.

After School Detention – is a requirement to spend additional time after school for a student violation of the conduct code. It is held Tuesday through Thursday from 3:05-4:00pm. Failure to attend may result in IRP.

Saturday School – is a requirement to spend additional time on a Saturday for a student violation of the conduct code. The date and time will be given to student when assigned. Failure to attend may result in suspension.

In-School Reassignment (IRP) – is an exclusion from regular class. Students will be assigned to an alternative program by the principal or his/her designee. Teachers will provide students with academic assignments to be completed for credit. Students who serve in IRP will not be allowed to participate or attend any after school activities, including sports and clubs. Students serving in IRP will be required to turn their phones into the IRP teacher. Failure to comply with this request will result in student receiving an out of school suspension. If not present on the assigned IRP day, the IRP will be served when the student returns to school.

Out-of-School Suspension – is an exclusion from school or class assigned by the principal or his/her designee. Students will not be allowed to participate or attend any after school activities including sports and clubs for the duration of the

suspension. Students are not to be on the schools grounds while under out-of-school suspension.

Expulsion– is the exclusion of a student from the schools of this District for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in a semester or term in which the incident takes place or for one (1) year as specifically provided in this policy and the Student Code of Conduct. Only the superintendent may expel a student.

Due Process Rights

See Board Policy 5611

Procedural Rules/Regulations for Suspension and Expulsion

The constitutional rights of individuals assure the protections of due process of law; therefore, this system of constitutionally and legally sound procedures is developed with regard to the administration of discipline in the Washington Local School District.

1. The hallmark of the exercise of disciplinary authority shall be fairness.
2. Administrators and faculty members shall make every effort to resolve problems through effective utilization of school district resources in cooperation with the student and his/her parent or guardian.
3. The determination of whether to impose sanctions for any conduct prescribed by this policy and the severity of such sanctions may accord due regard to the circumstances in which the violation is committed, the severity of the violation, the repetitive nature of the violation and the likelihood of danger to persons or property resulting from the violation.

Procedures for Suspension

1. As soon as it is practical upon the referral of a student from class, or school-from class, or school sponsored event, or for the commission of an offense while under the supervision of the school, for which the maximum recommendation is suspension, the principal, or his/her designee, shall hold a hearing with the student.
2. As part of the hearing, the student shall be issued a notice of intention to suspend listing the violation(s) of the conduct code with which he/she is charged. The principal, or his/her designee, shall advise the students of the evidence, which supports the charge(s).
3. The student shall have the right to present evidence at the hearing, which supports his/her position.
4. If, as a result of the hearing, the principal or his/her designee determines that the violation(s) warrants suspension, the parent, guardian, or custodian shall be notified. The suspension shall be imposed immediately if it were judged that the student's return to class would impose a danger to him/her and others, or would be disruptive to the educational process. In other cases, suspension

shall be imposed the first school day following the hearing. In cases of 18-year-old students, the parent, guardian or custodian notification is not mandatory.

5. Within twenty-four hours following the hearing and notice of suspension, the principal shall notify the parent, guardian or custodian by ordinary U.S. mail and the Board Treasurer of the suspension. In cases where students are 18 years of age, notice shall be provided to the student. The notice shall include reason(s) for suspension, dates the suspension is in effect, the method of serving the suspension, and the right to appeal.
6. A request for any appeal must be submitted in writing within five days after the hearing or appeal. The appeal(s) will be scheduled as soon as practical.
7. At an appeal, the student, parent, guardian, or custodian and representative, if any, may present written or oral statements, as they deem relevant to the fact of the offense, the surrounding circumstances, and the gravity of the sanction. They shall be permitted to review all written documents presented and to hear all verbal testimony given at an appeal, but shall have no formal right of cross-examination. A record of an appeal shall be kept by tape recording for notary's transcription at the discretion of the appeal officer.
8. If, as a result of appeal, the student is reinstated or the number of days is reduced, the student will return to school under the terms set forth by the appeal officer.

Procedures for Expulsion

1. A student, due to the severity of the violation of the conduct code and/or after repeated violation of the conduct code, may be suspended for a period of ten (10) days with a recommendation for expulsion.
2. The superintendent shall, as soon as is practical after the imposition of a suspension with recommendation for expulsion, provide written notice of the intended expulsion, and the reason(s), by ordinary U.S. mail. The notice shall inform the student, parent, guardian, or custodian, with or without a representative, of the right to appear before the superintendent or designee to challenge his action or to otherwise explain the student's action(s). A time and place at which the hearing shall be conducted shall be specified and shall be not less than three or more than five days after the date of the written notice. The superintendent may grant a request for an extension of time provided the hearing is conducted prior to the conclusion of the ten day suspension.
3. After the hearing the superintendent may expel the student not to exceed the lesser of eighty (80) days or the number of school days remaining in the school year.
4. Within twenty-four (24) hours of the notice to expel, the superintendent shall notify the parent, guardian, or custodian of the student and Board Treasurer of the intent to expel (in cases of students over the age of 18, notice shall be provided to the

student). This notice shall be sent by ordinary U.S. mail and shall include reason(s) for the expulsion, a statement of the right of the student, his/her parent, guardian or custodian to appeal, the right to be represented at the appeal, and to request that the appeal be held in private. The Board of Education hereby designates the Assistant superintendent to hear expulsion appeals.

5. A request for an appeal must be submitted in writing within five school days after the expulsion hearing.
6. At the appeal, the student, his/her parent, guardian, or custodian and their representative, if any, may present such written or oral statements as they deem relevant to the fact of the offense, the surrounding circumstances, and the gravity of the sanction and shall be permitted to review all written documents presented and to hear all verbal testimony, but shall have not formal right of cross examination. Tape recording or notary's transcription shall keep a record of the appeal at the discretion of the appeal officer.
7. If, as a result of the appeal, the student is reinstated or the number of days is reduced, the student will return to school under the terms set forth by the appeal office.
 - a. Home Instruction, etc.
 - b. Consult with the building psychologist and/or the Handicapped Child Management Coordinator
 - c. To develop an intervention plan designed to prevent a recurrence of the misconduct.

Possible Reduction of Expulsion Period

The superintendent may consider the following factors on a case-by-case basis when imposing a penalty of less than a one-year expulsion for violation of this policy:

1. Information contained in the student's permanent record file.
2. The student's prior disciplinary record, and any records of behavioral problems not contained in the disciplinary record.
3. The student's response to the imposition of prior discipline or sanctions
4. The seriousness of the offense and aggravating factors relating to the offense.
5. Mitigating circumstances surrounding the offense.
6. Probable danger posed to the health and safety of other students or employees by the student's continued presence in school.
7. Probable disruption of teaching by the student's continued presence in school. Students may be excluded from schools of this District under this policy while the Board of Education is considering whether to request permanent expulsion, or while a request for permanent expulsion is pending.

Admission of Student Expelled by Other Districts See Board Policy 5111

STUDENT ACTIVITIES **CODE OF CONDUCT GRADES 7-12**

PREAMBLE

The Washington Local Schools' extracurricular programs provide student participants with the opportunity to grow mentally, morally, physically and emotionally. The Code of Conduct policy seeks to promote and enforce compliance with rules and regulations for participation.

Students and parents/guardians will be provided with an opportunity to sign a Student Commitment Form as a reinforcement of the importance of following the Extracurricular Code of Conduct. Students who participate in extracurricular activities are held to the Code of Conduct, regardless of whether a commitment form is signed by the student and parent/guardian.

Penalties imposed under this Code of Conduct are independent of, and in addition to, any academic suspension, expulsion, or other disciplinary penalty. The terms of this Code of Conduct apply to student conduct throughout the calendar year, regardless of whether school is in session or whether a violation occurs at school or a school-related event.

Violations of this Code of Conduct by a junior high student will not be counted toward cumulative violation when the student enters Whitmer High School.

For further information please visit the OHSAA website at: <http://www.ohsaa.org/eligibility/default.asp>

ACADEMIC/EXTRACURRICULAR ACTIVITIES ELIGIBILITY

Junior High: Academic Requirements will be defined in club or organization constitutions; enforcement is the responsibility of the club advisor.

High School: Academic requirements will be defined in club or organization constitutions; enforcement is the responsibility of the club advisor.

PROHIBITIONS

Participants in an extracurricular activity may NOT:

Tobacco: Possess, use, sell, or distribute tobacco products in any form including "smokeless," e-cigarettes, or vapors.

Alcohol: Possess, use, sell or distribute alcoholic beverages. This prohibition is understood to include being observed drinking, admitting to drinking, having alcohol odor detectable on breath, or being in possession of alcohol.

Drug and Substance Abuse: Possess, dispense, sell, use, drugs or drug paraphernalia. This prohibition includes, but is not limited to, narcotics, inhalants, mind-altering substances, anabolic steroids, human growth hormones, and drug look-alike substances. This prohibition does not include use of medications as prescribed for the student by a physician. The prohibition does include dispensing and/or selling prescribed drugs to other students.

Attendance: No student -athlete shall attend any party or other social gathering where underage drinking and/or drug use occurs.

CUMULATIVE VIOLATIONS

After the first violation of any prohibition under this Code of Conduct, any additional violation will be dealt with as a next-level violation, regardless of whether the additional violations involve different prohibitions. For example, if a student has violated the ban on tobacco use, and subsequently violates that ban on the use of alcohol, the penalty imposed will be that prescribed for the second violation under the alcohol abuse provisions of this Code of Conduct.

PENALTIES FOR VIOLATIONS

1. Parent/guardians and student participants will be notified in writing by the athletic director when violations are found to have occurred. Copies of notices will be kept on file with the athletic director.
2. A student participant who is penalized for a violation of this Code of Conduct shall not be permitted to participate in any extracurricular activity during the term of the penalty.
3. When a student is denied participation for a number of school days under this Code of Conduct, the student will also be denied participation during any intervening weekends, holidays, or other days when school is not in session.
4. Denial of participation is for all activities if a student is involved in multiple activities simultaneously.

PENALTIES FOR TOBACCO, ALCOHOL AND OTHER DRUG ABUSE

First Violation

Student will be denied participation for the remainder of the school year in which the violation occurred.

If the student found in violation agrees to have a substance abuse assessment approved by the school administration and demonstrates he/she is following program assessment and treatment recommendations, the period of time the student is denied participation may be reduced by the athletic director and /or Hearing Council.

1. Regardless of participation in a substance abuse assessment or rehabilitation program, the student will be denied participation for a minimum of ten (10) days during regular season contests or during the club/activity year.
2. If the violation occurs while the student is not currently participating, the student will be denied participation ten (10) days, starting the first day of regular season, contests, ten (10) days of rehearsals, performances, competitions and events for the extracurricular activities.
3. A student denied ten (10) days of participation may still actively try out for a team or event and practice. The penalty will be enforced when the athletic contest, performance, or competition begins for the next season or event.

Second Violation

Students will be denied participation in extracurricular activities for fifty percent (50%) of the regular competition season or fifty percent (50%) of the extracurricular calendar year, except as exempted under cumulative violations for junior high.

Third Violation

A junior high student will be denied participation in all extracurricular programs for the remainder of his/her junior high career. A high school student will be denied participation in all extracurricular programs for the remainder of his/her high school career.

Self-referral

If a student seeks assistance for dealing with an ongoing substance abuse problem by self-referral to a coach, advisor, counselor, and/or school administrator, and the student agrees to participate in a substance abuse assessment and rehabilitation program approved by the school administration and agrees to follow assessment/treatment recommendations, there shall be NO DENIAL of participation from extracurricular activities, unless a subsequent violation occurs. Refusal or failure to follow assessment/treatment recommendations will result in the application of the first-violation procedures.

The self-referral provision will not apply if a violation has already occurred and is then discovered as the result of investigation (active and/or ongoing) by school officials. For example, a student cannot use the self-referral provision if an investigation has been initiated for a suspected violation. Self-referral will not apply as a means of avoiding a code violation.

Second Violations: Student will be denied participation in extracurricular activities for fifty percent (50%) of the regular competition season or fifty percent (50%) of the extracurricular calendar year from the date of the violation, except as exempted under cumulative violations for junior high.

Third Violation: A junior high student will be denied participation in all extracurricular programs for the remainder of his/her junior high career. A high school student will be denied participation in all extracurricular programs for the remainder of his/her high school career.

The student and his/her parent/guardian are responsible for any expense incurred in connection with the student's participation in any substance abuse assessment, rehabilitation, or treatment program.

GENERAL MISCONDUCT

Coaches or advisors may suspend a student from an individual activity for behavior not conducive to good morale. Violations of particular rules such as breaking curfew, being late for meetings, practices or contests, general disrespect towards coaches or advisors, players, other students, fans, unsportsmanlike conduct, or any other

behavior detrimental to the players, students or team will also be handled by the coach or advisor.

Repeat violations may result in further suspensions or denial of participation from the activity. The appropriate advisor may direct any hearing and make any determination regarding a participation penalty, unless otherwise directed by the Athletic Director. Such determinations may be appealed pursuant to the due process sections of this code.

CRIMINAL LAW VIOLATIONS

Coaches or advisors will, upon consultation with the principal and athletic director, take disciplinary action in all cases of criminal law violations not previously addressed under this Code of Conduct. The disciplinary options available to coaches and advisors for students in grades 7 – 12 range from oral reprimand to a maximum penalty of denial of participation in extracurricular activities for the remainder of the student's career in this school district, as appropriate to the severity of the violation

DISCIPLINARY PROCEDURE

Coaches, advisors, and the respective Hearing Council will consider the recommendation from court officials in handling civil or criminal law violations. The Hearing Council may also recommend penalties up to and including permanent denial of participation.

1. The Associate Principal/Athletic Director or designee will investigate the alleged violation by contacting the student, the student's parent/guardian, and any other individuals deemed necessary. The Associate Principal/Athletic Director or designee will establish the appropriate penalty as soon as reasonably possible.
2. The Associate Principal/Athletic Director shall notify the student and the student's parent (s) of alleged violation of this code. (Prohibitions)
3. The student and parent/guardian will be notified in writing by the associate principal/athletic director when a violation is found to have occurred.
4. The decision may be appealed by submitting written request to the respective principal and should state the exact reason the decision is being appealed within five (5) days of the date of determination of the code (SEE APPEAL PROCESS).
5. The appeal will be heard by the building Hearing Council which will issue its findings to the principal. The principal will notify the student and parent guardian of the Council's decision.

APPEAL PROCESS/DUE PROCESS

1. The principal will establish a date for the Appeal Hearing
2. The appeal will be heard by the building principal in which all findings completed by the athletic director will be reported to the principal.

Approved by the Board of Education

STATEMENT OF COMPLIANCE WITH FEDERAL LAWS

The Washington Local School District complies with federal laws which prohibit discrimination in programs and activities receiving federal assistance.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color or national origin.

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of handicap.

Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex.

The following grievance procedure is being established to specifically deal with complaints of discrimination from federal grant recipients or beneficiaries in the Washington Local School system arising from Title VI of the Civil Rights Act of 1964 which prohibits discrimination on the basis of race, color, or national origin; Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination on the basis of handicap; and Title IX of the Education Amendments of 1972 which prohibits discrimination on the basis of sex. The Board of Education shall designate a person to coordinate compliance with federal laws.

Step 1: Any student who wishes to grieve any act that is prohibited under the regulations of Title VI, Section 504, or Title IX may, within ten (10) calendar days of the alleged violation or knowledge thereof, file with the building principal a written grievance on the form provided by the superintendent's office, with a copy forwarded to the compliance coordinator of Washington Local Schools.

Step 2: The building principal will render a decision on the grievance and communicate in writing to the grievant and the compliance coordinator within ten (10) calendar days after receipt of the written grievance.

Step 3: In the event the grievance has not been satisfactorily resolved at the second step, the grievant may, within ten (10) calendar days of the principal's written decision, file a written appeal to the compliance coordinator.

Step 4: The compliance coordinator will meet with the grievant within ten (10) calendar days of receipt of the written appeal and render a decision within ten calendar days of said meeting.

Step 5: In the event the grievance has not been satisfactorily resolved at the fourth step, the grievant may, within ten (10) calendar days of the compliance coordinator's written decision, file a written appeal to the superintendent who functions as the final mediator at the local level.

Step 6: In the event the grievance has not been satisfactorily resolved at the fifth step, the grievant may appeal to the Office for Civil Rights, U.S. Department of Education, 55 Erieview Plaza, Room 300, Cleveland, Ohio 44114-1816.

The Age Discrimination Act of 1975 prohibits discrimination on the basis of age.

The Washington Local School District also complies with the Family Education Rights and Privacy Act of 1974 which grants to parents/guardians the rights to examine their children's official school records.

Inquiries regarding unlawful discrimination may be directed to Director/Human Resources, Washington Local Schools, 3505 West Lincolnshire Boulevard, Toledo, Ohio 43606, or by calling 473-8225.

Notice To Students-Provisions Guaranteed by 504 Regulations:

No one may be excluded from any course, or courses of study, on account of handicap.

Classes will be rescheduled for students with mobility impairments if the classrooms are inaccessible.

Course requirements may be modified in certain instances to ensure full participation by handicapped classrooms. Alternate methods of testing and evaluation are available in all courses offered by the schools for students with requirements for such methods. The schools make auxiliary aides available for students with impaired sensory, manual, or speaking skills. Certain school rules and regulations may be waived if they limit the participation of handicapped students.

BOARD OF EDUCATION POLICIES

*All Board Policies can be found at:

www.wls4kids.org

District > School Board > Policies

WASHINGTON JUNIOR HIGH

7-12 Campus Student Handbook



Important Phone Numbers

Principal's Office	419-473-8449
Assoc. Principal's Office	419-473-8451
Counselor	419-473-8363
Nurse	419-473-8424
Attendance	419-473-8483

Junior High Bell Schedule

DAILY BELL SCHEDULE	
Period 1	8:10 – 8:58
Period 2	9:01 – 9:49
Period 3	9:52 – 10:40
Period 4 Academic Assist	10:43 – 11:01
Period 5	A Lunch 11:04 – 11:34 Class 11:37 – 12:25
	Class 11:04 – 11:52 B Lunch 11:55 – 12:25
Period 6	12:28 - 1:15
Period 7	1:18 – 2:06
Period 8	2:09 – 2:57

2-Hour Delay SCHEDULE	
Period 1	10:10 – 10:44
Period 2	10:47 – 11:20
Period 5	A Lunch 11:23 – 11:53 Class 11:56 – 12:30
	Class 11:23 – 11:57 B Lunch 12:00 – 12:30
Period 3	12:33 – 1:07
Period 6	1:10 – 1:44
Period 7	1:47 – 2:20
Period 8	2:23 – 2:57

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ATTENDANCE POLICIES & PROCEDURES

Absence Reporting Line:
JEFFERSON: 419-473-8462
WASHINGTON: 419-473-8483

The law requires that schools have contact with parents when there is an absence. We request that parents call the attendance line, which can be reached 24 hours a day. Please state student's name, reason for absence and your relationship to the student. Building hours are from 7:45 am to 3:30 pm. The building is open to students starting at 8:05 am. Breakfast is available from 7:50 am to 8:10 am in the cafeteria.

When a student is absent: The student is required to bring a note from their parent or guardian when they return (even if they called the office) with the student's first and last name, explaining the reason for the absence and the dates. The student will give the note to their first hour teacher, who will give them an admit slip for the rest of their teachers to sign. After any absence, the student needs to make up all work missed and is responsible for finding out from their teachers what work must be made up.

When a student is late to school: After 8:20 am, the student is late to school and they are to report to the attendance office to get a pass to be admitted to class. After 8:20 am, the student will need a note from their parent or guardian explaining the reason for their tardiness. Oversleeping is not excused.

When a student needs an early excusal: Student is to bring a note from their parent or guardian and report to the attendance office BEFORE school starts. They will then be given a pass to leave school. The student's parent/guardian will need to come into the building to sign them out.

When a student needs to accompany their parents on a trip during school time: The student should have the parents contact the school office at least two days prior to the absence. A vacation form must be completed and signed by each teacher so that school work can be made up even though vacation is an unexcused absence.

Definition of Truancy and Excessive Absences

Excessive Absence- Absent 38 or more hours in one school month with or without a legitimate excuse; or absent 65 or more hours in one school year with or without a legitimate excuse.

Habitually Truant- Absent 30 or more consecutive hours without a legitimate excuse; absent 42 or more hours in one school month without a legitimate excuse; or absent 72 or more hours in one school year without a legitimate excuse.

Habitually Truancy Procedures

All cases involving habitual truancy will be referred to the WLS Attendance Specialist for investigation. Referrals will

demonstrate that the following procedures have been observed:

1. Verified absences and warning letters sent.
2. Intervention conferences held with truant students and parent/guardian with school personnel and the Attendance Specialist.
3. Informal Hearing at county office and or family mediation.
4. Potential for referrals to Children's Services Board to seek recommendation.
5. Unruly/Truancy complaint filed with the Lucas County Juvenile Court.

BOARD OF EDUCATION POLICIES

*All Board Policies can be found at:

www.wls4kids.org

District > School Board > Policies

SCHOOL PROCEDURES

*Alphabetical by topic

Arrival

In the morning, school doors will remain locked until 20 minutes before the start of classes. Breakfast is available on regular school days beginning at 7:50 am. Students are discouraged from arriving any earlier as they will not be under direct supervision. If students must arrive before these times, they are to remain outside the building unless prior arrangements have been made with school staff. Students will be allowed to wait inside when temperatures drop below 32 degrees.

Book bags

No book bags, cinch bags, fanny packs, purses or athletic bags are permitted in classrooms/cafeteria. These are to be stored in the student's locker during the entire school day. A sleeve for the chromebook is permitted.

Bus Passes

Occasionally, a student will need to ride a bus with another student. The student must provide a note to the office (before 9:00 am) with the following five details: date, both student names, bus number that the students will ride and the parent signature of the student requesting the pass. Phone calls will not be accepted.

Cafeteria

The cafeteria is to be kept clean, and proper conduct is to be maintained. Students eat only during their assigned lunch period. The following protocol exists during lunch and/or breakfast:

1. Students will be in the cafeteria by posted times. Tardiness will result in detentions, IRP, or other consequences. Restroom privileges will be allowed during cafeteria time with an ID.
2. Students are responsible for the cleanliness of their table and floor area.
3. Students are responsible to report any spills/problems at their table to cafeteria supervisors immediately.
4. Students are required to take trays to the conveyors

and place trash, and other debris in the trash barrels.

5. Students must wait their turn in line. Line jumping is subject to disciplinary action.
6. Students will use conversational voice and polite language such as “please” and “thank you” to EVERYONE.
7. Students will report bullying to an adult.
8. Students must be in a seat or in line. Only students purchasing food are to be in line.
9. Students will remain in their seat until dismissed by their cafeteria supervisor.
10. Students who violate cafeteria rules may be assigned a “permanent” seat by a cafeteria supervisor.

These rules need to be followed, or detentions and/or other disciplinary action can result.

Cell Phones

Student cell phones are to be turned off, kept in lockers, and not used during the school day. Violation of this rule will result in disciplinary action and confiscation of the cell phone. A confiscated cell phone will be returned to owner at the end of the day, provided there are not concerns with the contents of the phone. On a second cell phone violation, the cell phone will be confiscated and kept by the administration until the student’s parent(s)/guardian(s) claim it from the office. The school is not responsible for lost, stolen or broken devices.

Contents of cell phones may be searched if there exists a reasonable suspicion that it may have been used in an activity prohibited by the Code of Conduct.

Students may use the office phones for emergency reasons only during the school day. Student cell phone use is not allowed during the school day. Parents should not call/text students on their cell phone during school hours. If parents need to contact their student, they MUST do so by calling the school office.

Counseling Services

During adolescence young people are faced with difficult situations with which they sometimes need help. Some areas of concern are personal, social, and academic in nature. The school counselor is here to facilitate problem-solving and to assist students in exploring their options. If a parent would like an appointment with the counselor, please have them call the counselor’s office. If a student wishes to see the counselor, they are to write a note about their concern and will be seen as soon as possible.

Custody and Residency Issues

In order to update student information records in the District Computer System, parents/guardians who have experienced a legal change of custody through the court system, or have moved to a new address in the Washington Local District, must provide the proper documents to prove custody and/or residency. The following documents are the only acceptable verification to change student/family data:

1. A final file stamped and journalized complete court affidavit for custody with case number and parent/guardian’s name.
2. Utility bill (gas, electric, water, cable, and “landline: phone) in parent/guardian’s name with the residency address.
3. Lease agreement of at least six (6) months in parent/guardian’s name.
4. Government/Social Services check stub in parent/guardian’s name with address

When the Washington Local School District determines that there is sufficient evidence that the legal parent/guardian lives outside the district, school administration will withdraw that student immediately. Any parent/guardian who falsifies residency documents provided for school registration is in violation of the Ohio Revised Code and **may be held liable for back tuition from the date of original enrollment to the date of discovery of residence outside the district.** Per Washington Local School Policy students that do not live in the WLS district may not attend school in this district. Any changes of custodial parent or residency issues can be processed at any time in the Attendance Office. Changes of phone numbers are also critical and can be changed by contacting the Associate Principal. Individuals who have custody and residency questions are asked to contact the Associate Principal.

Dismissal Process

Students must proceed to the buses at the end of the school day. Loitering, bus-hopping and other delaying activities are prohibited. Once a student gets onto their bus, they should not exit it again until arrival at their bus stop. Buses will pull out of the parking lot by 3:07 pm. Any student not on their bus by this time will need to report to the office to make alternate arrangements for pick-up. Students are never to run after or try to enter a moving bus. Students need to be in their assigned location for after-school activities within 15 minutes of the school dismissal bell. All other students must be out of the building by this time. Students loitering in hallways or in unauthorized areas without a pass will be subject to disciplinary action. Unless a student’s after-school activity begins immediately following the dismissal bell, he/she is not allowed to wait for the activity at school. These students should ride the bus home and return at the specified time for his/her practice or meeting.

Earbuds/Headphones

Earbuds/Headphones may only be worn when given permission by teacher. No earbuds/headphones are to be worn in hallways. When permitted to wear ear buds/headphones, the earbud/headphone may only be worn in one ear.

Emergency Drills

Regular drills for fire, tornado, lockdown, and evacuation are practiced throughout the school year, so that students and staff members are prepared, if there is ever an emergency. **Students not following the directions or procedures during a drill, or real emergency, are subject to**

disciplinary consequences. Drill directions and exit routes should be posted in each classroom.

Emergency Notification

School emergencies will be announced by SwiftReach K12 phone messaging system, social media, local radio and television stations. Please do not call the schools or Central Office, as we will need all lines open to communicate with local emergency officials.

Hallway Conduct

While in the hallways of a Washington Local Junior High School, students will be expected to do the following:

Behavior

1. Students will keep their hands to themselves.
2. Students will use a conversational voice and polite language.
3. Students will throw all trash in the garbage and recycle when appropriate.
4. Students must clean or report all spills to an adult.
5. Students will walk, stay to the right, and keep moving at all times.
6. Students will report bullying to an adult.

Hall Passes

1. Except during class changes, students in the hallway are required to have a hall pass that is signed by a school personnel with them at all times, along with their student ID displayed.
2. Students are not to be late to a class for reasons such as making up class work, lab work, or food sales, unless they have prior permission from all regularly scheduled classroom teachers.
3. Being in the hall without a pass/student ID may result in a disciplinary consequence.

ID Cards

Students are required to wear a school issued ID card at all times. Students need their student ID to use a hall pass, the library, purchase food in the cafeteria, ride the late bus, and to attend dances. If this ID is lost or misplaced, the student must assume responsibility, and the expense of replacing the card. Two dollars must be paid to the librarian, before the ID will be replaced.

Lockers

Lockers are the property of the Washington Local Board of Education. The locker and contents are subject to random searches, at any time.

Each locker has a combination lock. The office can change the combination if a problem exists. A student ID is required to receive locker information, or assistance for locker entry. Key-type padlocks, or bicycle locks, are prohibited. If the combination is not on file, or in an emergency situation, the lock will be cut off.

The following guidelines for lockers should be followed:

1. Students should not share the locker combination with any other student. Only one student is

assigned per locker. Students are encouraged to keep their lockers closed and locked at all times.

2. Keep locker neat.
3. Students are responsible for the upkeep of their assigned locker. Students are not permitted to write, scratch, or use contact paper, or stickers, in decorating their locker. Cost of cleaning and/or repairing a locker will be assessed to a student if damage occurs as a result of student misuse and/or abuse.
4. No hitting or kicking lockers. If the locker will not open, student should go to the office for assistance.

Lost & Found

If a student finds something that does not belong to them, student should give the item to a teacher or place in the Lost and Found. Lost and Found items are placed in the lost and found designated area. At the end of each semester, unclaimed items are donated to the WLS Clothing Closet.

Make Up Work

See Board Policy 5200

School Delays and Cancellations

School closings and delays will be announced on social media, local radio and television stations. Decisions to close/delay the schools are usually announced between 5:30 am and 6:30 am. Please do not call the schools or Central Office. Students may receive updates by calling the Weather Hotline, 419-473-8499.

School Nurse

The School Nurse (Mrs. Kraus RN, MSN) is in the building two days a week. She is on the campus the other days of the week and is available for urgent medical needs. The school should be aware of any changes to the student's health status. These can be provided to Mrs. Kraus at 419-473-8424 (WJHS) or 473-8447 (JJHS) or at mkraus@wls4kids.org

Medication

The administration of medication is primarily the responsibility of the parent. If it is necessary for student to take over the counter medication or prescribed medication during school hours, a form must be completed by the physician and the parents. This form can be obtained from the main office or it is available online from the web site. Staff are not permitted to administer any type of medication (over the counter included) without this form. Medication must also be brought to school by a parent.

Allergies/Asthma

If a student has severe allergies or asthma, the school needs to be aware of this. For students with severe allergies, an allergy action plan will be developed for school. Please contact the School Nurse to discuss this. Students are permitted to carry inhalers and epipens with physician approval. A medication form will need to be completed for both. In the case of epipens, the student may carry an epipen, provided a backup dose has been provided to the school.

Immunizations

The State of Ohio requires all students to have a complete vaccination record on file within 15 days of attendance. All 7th grade students are required to have a Tetanus Diphtheria and Pertussis (Tdap) and Meningococcal (MCV) vaccines prior to entry. If you have any questions regarding immunizations, please contact the School Nurse.

School Records

Student Cumulative Record Files (CRF) are maintained in the office. With advanced notice, students who are 18 years old and/or parents may review the CRF.

Search and Seizures

See Board Policy 5331

Student lockers, desks, cabinets, and similar property are the property of the Washington Local Board of Education provided to students as a convenience for their use. Lockers and other such property carry no expectation of privacy for the students who occupy them. School lockers, desks, cabinets, etc. and their contents are subject to search by school authorities at any time and without warning.

Student Financial Assistance

Financial assistance is available through the free and reduced lunch program as long as the "financial need" criteria are met. Any student who has financial need may pick up an application in the Principal's Office. (CTC courses are not eligible for this assistance.)

Student Record "Directory Information"

Ohio law provides for the release of "directory information" without the consent of the parent; or, if the student is eighteen (18) years of age or older, the written consent of the student. "Directory information" includes the following: a student's name, address, telephone number, date and place of birth, photograph, major field of study, participation in officially-recognized activities and sports, height and weight, if a member of an athletic team, dates of attendance, date of graduation, awards received, honor rolls, or scholarships.

The District will make "directory information" available upon a legitimate request unless a parent, guardian, or adult student notifies the school in writing within five days from the date of this notification that he/she will not permit distribution of any or all such information. Contact the building principal or Counseling Center for this request.

Surveillance Cameras

For student safety and welfare, video surveillance cameras are placed throughout the building, school grounds, and on buses. Actions recorded on these cameras may be used as evidence in disciplinary action. Any attempt to damage or interfere with the function of these devices will result in disciplinary action by the school and possible referral to local law enforcement agencies.

Textbooks

Student textbooks are to be covered and cared for at all times. Students are responsible for excessive wear or damage and will be charged for it. Report book damage that a student sees when a book is first issued.

Visitors

Visitors must report to the main office to obtain permission to visit the building, contact students or speak with school personnel. Students from other schools are not permitted to visit without prior arrangement made with a staff member.

Work Permits

The State of Ohio requires all students under the age of 18 to have a work permit in order to be employed. Applications for permits can be obtained on the WLS website and in the Principal's Office.

ACADEMICS

*Alphabetical by topic

Academic Honesty

Students in Washington Local Schools are expected to pursue their academic goals with honesty and integrity. Plagiarism, cheating, and other unethical academic practices will not be tolerated. Students who participate in unethical academic practices are subject to disciplinary and/or academic consequences.

Academic Honor Roll

To be on the Honor Roll students need a 3.0 average and cannot have any D's, F's, U's or I's. We have three (3) honor rolls to recognize student achievement:

<i>Commendable</i>	GPA 3.0 – 3.49
<i>Distinguished</i>	GPA 3.5 – 3.99
<i>Exemplary</i>	GPA 4.0

College Credit Plus (CCP)

(See board policy 2271)

The College Credit Plus program in Ohio is designed to allow students (grades 7-12) the opportunity to earn college and high school credit concurrently. CCP's goal is to provide additional opportunities for high school students to experience course work at the college or university level.

The parent/guardian and student must receive counseling/attend a meeting which explains the program and sign a letter of intent to participate in the CCP program by April 1st of each year. Students and their families are required to apply to the university. Once accepted, the student will complete the steps to register for classes. Transportation to the college or university is not provided by Washington Local Schools.

Students participating in the College Credit Plus program (CCP) will be eligible to receive secondary credit for completing any of these programs. To be eligible, students must be in seventh, eighth, ninth, tenth, eleventh, or twelfth grade and achieve "remediation free" status on an assessment or meet alternative criteria under the law in order to be admitted to a college or university.

If a student participating in CCP A) fails to maintain a grade point average of 2.0 or higher in the college courses taken through CCP, or B) withdraws from, or receives no credit for two (2) or more courses in the same term, the student will be considered an "underperforming student." If a student maintains underperforming student status for two (2) consecutive terms of enrollment, the student will be deemed "ineligible."

Immediately after determining a student has obtained underperforming student status, the student will be placed on probation with the CCP program. The underperforming student, his/her parents, and the college(s) will be notified. The underperforming student and his/her parents shall also be notified of the following requirements for continued participation in CCP while on probation:

A. The student shall only enroll in one college course during any term.

B. The student shall refrain from enrolling in a college course in the same subject as a college course in which the student earned a grade of "D" or "F" or for which the student received no credit.

C. If the student had registered for more than one college course for the next term prior to being placed on probation, the student shall request each college in which s/he is enrolled to dis-enroll the student from those courses that conflict with the terms of his/her probationary status.

a. If a student elects to remain enrolled in one course for the next term, s/he shall inform the college of the course in which the student would like to remain enrolled.

b. If the student fails to dis-enroll from any courses that conflict with his/her probationary status, the student and his/her parents will be notified that the student shall assume responsibility for any and all tuition, fees, and costs for textbooks for any courses from which the student was required to dis-enroll. In this notification, the student and his/her parents shall also be advised that the student shall be deemed an ineligible student and dismissed from the program for the next term in accordance with the dismissal procedures set forth below.

D If a student takes a course after being placed on probation and such course raises the student's cumulative grade point average to 2.0 or higher in the college courses taken through the CCP, the student shall be removed from probation. The student may participate in CCP without restrictions unless s/he is declared to be an underperforming student again.

E. If a student takes a course after being placed on probation and such course does not raise the student's cumulative grade point average to 2.0 or higher in the college courses taken through CCP, the student shall be dismissed from the program in accordance with the dismissal procedures set forth below.

Grading System

Report cards are issued four times during the year. Grade cards are mailed home throughout the year. A mid-term report is sent home to parents/guardians prior to the end of the fifth week of the grading period if the student is earning a letter grade of a D or F. Students are encouraged to ask questions and seek extra help if needed. Parents are encouraged to call the counselor to set up a teacher conference if they have questions.

If an extended illness, students may be given an "I" (Incomplete). The "I" must be made up by the end of the quarter. The "I" will become an "F" if the work is not completed in the allotted time frame.

10-Point Grading Scale				
% Grade	Letter Grade	Quality Points	Honors Quality Points	AP Quality Points
93-100	A	4.0	4.5	5.0
90-92	A-	3.7	4.2	4.7
87-89	B+	3.3	3.8	4.3
83-86	B	3.0	3.5	4.0
80-82	B-	2.7	3.2	3.7
77-79	C+	2.3	2.8	3.3
73-76	C	2.0	2.5	3.0
70-72	C-	1.7	2.2	2.7
67-69	D+	1.3	1.8	2.3
63-66	D	1.0	1.5	2.0
60-62	D-	0.7	1.2	1.7
0-59	F	0	0	0

Homework

See Board Policy 2330

Homework can be viewed on the Cougar Assignment Matrix, which can be found on the schools web page.

<https://www.wls4kids.org/WJH>

Testing

It is important for all students to understand that during any testing session, they are responsible for not sharing any information from the test with anyone outside of the testing room. Also, any use of an electronic device during a test administration is a security violation and may be punishable by having their device handed over to the teacher/test administrator and their test invalidated. For further questions regarding test security, please see the building principal.

STUDENT CODE OF CONDUCT

*Alphabetical by topic

Below are examples of violations and are not intended to be exclusive. Offenses may/will result in one or more of the following: Lunch Detention, After School Detention, Community Service, Saturday School, IRP, Out-of-School Suspension, and/or loss of school privileges (e.g. dances and school assemblies).

1. Being in another building on campus unauthorized

2. Being in halls and restrooms during class time without permission
3. Bullying
4. Class tardiness
5. Disrespectful/defiant and/or insubordinate (severe cases may result in suspension)
6. Disruption of education
7. Dress and appearance that presents health or safety issues or causes disruption or distraction
8. Excessive show of affection: Any excessive show of affection between couples that attracts attention shall be considered in poor taste and is prohibited. This will include close body contact, hugging, kissing and like action
9. General misconduct on school property
10. Illegal parking on school property and traffic violations
11. Leaving classroom and/or building without permission
12. Misuse of school computers
13. No ID card
14. Safety violations in classroom and labs
15. Skipping a class
16. Throwing food, leaving trays and debris in the cafeteria or other areas of school
17. Truancy
18. Verbal harassment; and/or vulgar language
19. Violation of school/classroom rules

Severe Code of Conduct Violations: The following are examples of severe conduct violations. Lists of specific offenses following each category are not intended to be exclusive, but are intended to illustrate the types of offenses encompassed in the category.

Assault and Fighting on School Property or at School Sponsored Events

See Board Policy 5501

1. Physical threat or violence to persons including posturing, striking, kicking, pushing or threatening with any weapon (including fists).
2. Harassment – verbal and/or physical.

Bullying - Student Procedure

See Board Policy 5517.07

With increased awareness and reporting of school violence and bullying behavior, state legislatures have responded by mandating that school officials adopt policy and procedural steps to address this problem. Forty-nine of the fifty states have statutes addressing bullying in schools. Ohio is one of many states that has developed a model policy for schools, and requires that each school board develop and adopt an official board policy on bullying. Washington Local Schools has complied with this requirement through Policy 5517.01 – BULLYING AND OTHER FORMS OF AGGRESSIVE BEHAVIOR adopted on 3/19/08. Our policy aligns with the Ohio model policy and meets all requirements determined by the Ohio Revised Code.

Policy requirements include:

1. A definition of bullying.

2. Defined reporting procedures for parents, students, and staff members of incidents that are suspected to constitute bullying, harassment, or intimidation.
3. Requirement that school employees must report to their building administrator or the superintendent any situation that they believe to be aggressive behavior directed toward a student.
4. Requirement that school administrators must:
 - a. Promptly investigate complaints about aggressive behavior that may violate this policy.
 - b. Prepare a written report of their investigation.
 - c. Report to parents of perpetrators their investigation findings in writing along with notice of any disciplinary action taken.
 - d. Report to parents, of targeted student outcomes, of their investigation of aggressive acts toward their child.
5. When the investigation finds an instance of harassment, intimidation, or bullying has occurred, a requirement that it will result in prompt and appropriate remedial and/or disciplinary action.
6. Requirement that the district administration semi annually provide the president of the WLS Board a written summary of all reported incidents and post the summary on the WLS web site.

Administrative Investigation of Possible Bullying Incident Form

- This form is designed to assist building administrators (or their designee) in complying with WLS Board policy on bullying. It leads the administrator through an investigative process for the purpose of making a determination of whether or not an incident constitutes bullying. It also documents interventions selected and parent contacts made.

Aggressive Behavior – is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student’s educational, physical, or emotional well-being. This type of behavior is a form of intimidation and harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color, national origin, marital status, or disability. It can include, but not be limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name-calling, taunting, making threats, and hazing.

Bullying, Harassment, or Intimidation – any intentional written, verbal, graphic, or physical act that a student or group of students exhibits toward another particular student(s) more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s).

Cyberbullying – electronically transmitted acts (i.e., internet, email, cellular telephone, personal digital assistant (PDA), or wireless hand-held device) that a student(s) or a group of students exhibits toward another particular student(s) more than once and the behavior both causes mental and physical

harm to the other student and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other students(s).

Diversity - Washington Local Schools has a multicultural environment. The student body, faculty, and staff represent many different backgrounds in race, ethnic groups, and religion. All are welcome and bring a cultural-diversity to the school. It is expected that all will make positive contributions to the school community. Harassment based upon race, ethnic, religious or cultural background will not be tolerated and appropriate disciplinary steps will be taken through the implementation of the code of student conduct.

Burglary and Theft

See Board Policy 5501

1. Burglary – unauthorized entry to school premises and the removal of school or personal property.
2. Robbery – Theft of property by force or threat of force.
3. Larceny – theft of school property or personal property.
4. Extortion, Blackmail, or Coercion – obtaining money or property by violence or threat of violence or forcing another to do something against his/her will by force or threat of force.

Bus Misconduct

See Board Policy 3327.014

Student misbehavior on the bus presents a significant safety concern for both riders and the driver. Common misbehaviors include student harassment, loud or unnecessary distractions, seat hopping, tossing of objects and generally distracting behavior that could pose a safety threat to those onboard. Bus misbehavior is turned over to building administrators to determine appropriate disciplinary consequences ranging from warnings to suspension of bus riding privileges for the remainder of the year.

Dress & Appearance

See Board Policy 5511

Dress Expectations – Students are to dress at all times with a sense of good taste, to be appropriately covered, so as not to cause disruption to the educational process. A student whose dress goes beyond the bounds of good taste and is judged by school personnel to be inappropriate, offensive, and/or educationally disruptive will be reprimanded, receive behavior consequences and/or be required to immediately change apparel.

Clothing may not

1. Have any sexual or sexually suggestive reference including hidden or double meaning.
2. Depict drugs, alcohol, tobacco or illegal items.
3. Depict any illegal, violent, dangerous or gang activity.
4. Depict, or refer to, obscenity or profanity.
5. Discriminate/demean/put down other people (on

issues such as race, color, religion, gender, national origin, sexual orientation or disability).

Clothing

1. Tops must have sleeves.
2. Must have a neckline that does not show cleavage.
3. No undergarments should be visible.
4. All tops must be long enough, so that no midsection shows.
5. No visible headwear, including hats, hoods, bandanas, knit caps, or scarves are allowed from the time students enter the building until the end of the school day, unless for religious reasons.

Other Dress Code Requirements

1. Students must follow the dress requirements provided by the Physical Education Department.
2. Chains are not permitted. Additionally, chains are not to be worn as choker collars or belts. Safety pins and spiked jewelry are not allowed to be worn at school.

Damage/Destruction of School Property

See Board Policy 5513

1. Mischievous Behavior – unintentional destruction of school or personal property resulting from mischievous behavior.
2. Vandalism – intentional destruction of school or personal property such as writing on buildings, walls, breaking windows, driving on lawn.

Disrespect/Disregard of Directions of School Personnel

See Board Policy 5501

1. Any verbal or written disrespect or obscene gestures
2. Failure to obey lawful instructions of school district personnel.
3. Refusal to identify self upon request to proper school authorities on the school property or at school sponsored events.

Disruption of School

See Board Policy 5501

1. Arson – intentional setting of fire to school, or personal property, including property of the student on school premises.
2. False Fire Alarm – causing the evacuation of school by activating the fire alarm.
3. Interference with School Authorities – interfering with administrators, teachers or other school personnel by force of violence.
4. Intimidation of School Authorities – interference with administrators, teachers, or other school personnel by intimidation with threat of force or violence.
5. Unauthorized assemblies or student demonstration.

Electronic Devices

Students who take unauthorized pictures or videos of other students are subject to possible disciplinary consequences.

Possession, Sale and/or Use of Narcotics, Alcohol and Other Dangerous Drugs

See Board Policy 5530

1. Alcoholic Beverage – possession, use, sale or being under the influence of alcohol on school property or at school sponsored events. Being under the influence is understood to include the prevalent odor of alcohol.
2. Narcotics, Illegal Drugs, Mind-Altering Substances and Other Dangerous Drugs – possession, sale, or use of the above, except when used as prescribed by a physician, on school property or at school sponsored events.
3. School authorities will confiscate drugs, alcohol, and drug paraphernalia.

Smoking/Possession of Tobacco Products

See Board Policy 5501

Smoking, holding or passing a cigarette on school property, chewing and/or possession of any tobacco product or alternative nicotine products, including e-cigarettes, on school property results in the following disciplinary action:

Consequences for Smoking/Possession of Tobacco Products:

1st Offense: Students will be assigned an After School Detention and to a Tobacco Prevention program. Failure to attend the program will result in suspension.

2nd Offense: 2 days of IRP, with the possibility of a ticket issued (Ohio School Law 9.63.2) for students under the age of 18.

3rd Offense: 2 days out of school suspension, with the possibility of a ticket issued (Ohio School Law 9.63.2) for students under the age of 18.

STUDENT HAZING

See Board Policy 5516

Hazing activities of any type shall be prohibited at all times in school facilities, on school property, and at any school-sponsored events. No employee of the school district shall encourage, permit, condone, or tolerate any hazing activities. No student, including leaders of student organizations, shall plan, encourage, or engage in any hazing.

1. Hazing is understood to mean any act or coercing another, including the victim, to do any act of intimidation to any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.
2. All employees of the school district shall be particularly alert to possible situations, circumstances, or events which might include hazing. If hazing or planned hazing is discovered, it shall be reported immediately to the building principal/supervisor, who will then notify the superintendent.

3. Employees and/or students who fail to abide by this policy may be liable for civil and criminal penalties in accordance with Ohio law.

Technology Misuse

See Board Policy 5514

Student access to and use of the Network (computers, District Intranet, electronic mail, electronic bulletin boards, and information sharing) and the Internet is a privilege intended for educational purposes. This access is intended to assist in collaboration and exchange of information, facilitate personal growth in the use of technology, and enhance information-gathering and communication skills. The District has implemented technology protection measures which block/filter Internet access to inappropriate displays.

District protection/safety software and/or hardware will be utilized to:

- A. Monitor online student activity
- B. Restrict student access to material that is obscene, objectionable, inappropriate, or harmful to minors
- C. Prohibit unauthorized access (hacking) and other unlawful activities by students
- D. Prohibit disclosure of personal identification information of minors

Misuse by students shall include but not be limited to:

- A. Copyright infringement
- B. Deletion of computer files
- C. Disrupting Network operation through abuse of hard or software
- D. Improper or inappropriate use of computers including, but not limited to, accessing information unrelated to school purposes or activities.
- E. Intentionally seeking information on other users.
- F. Knowingly introducing computer viruses.
- G. Malicious use of Network or Internet through hate mail, harassment, profanity, or discriminatory remarks.
- H. Obtaining copies of or modifying files, data, or passwords of other users.
- I. Students misrepresenting themselves or other users on the Network or Internet.
- J. Unauthorized copying of any hard copy material or software
- K. Unauthorized entry into school computers, sites, or information databases.

Any misuse of the Network or the Internet will result in suspension of privileges and/or other disciplinary action including but not limited to detention, suspension, and expulsion.

Trespassing

Unauthorized entry of school property or refusal to leave when ordered. Safe school ordinance will be invoked by administration/designee and school resource officer.

Weapons and Dangerous Instruments

See Board Policy 5772

- 1.) Firearms – possession or use of firearms or other dangerous weapons or instruments on school property or at school sponsored events.
- 2.) Stun Guns (tasers): Possession or use of stun guns (tasers) on school property or at school sponsored events.
- 3.) Explosives – possession or use on school property or at school sponsored events of explosive materials including firecrackers, caps, smoke bombs, stink bombs, or any form of firework.
- 4.) School authorities will confiscate all weapons and/or dangerous instruments.
- 5.) Knives - possession or use of knives on school property or at school sponsored events.

STUDENT CODE OF CONDUCT VIOLATION

Violation of the Code of Conduct may result in verbal or written warning or reprimand, referral to counselor or associate principal, parental contact or conference, detention, in-school reassignment, community service, emergency removal, referral to law enforcement agencies, suspension or expulsion.

Disciplinary Actions

Student discipline follows a progressive policy. Consequences increase with each offense. More severe consequences may be issued dependent upon the infraction. It is the intent of the progressive nature to allow for personal responsibility and self-correction by the student. The following may be assigned as a consequence when a student fails to comply with the behavioral expectations outlined in this student handbook.

Lunch Detention - is an exclusion from the cafeteria. Requirement to eat lunch in the lunch detention classroom and complete a given assignment.

After School Detention – is a requirement to spend additional time after school for a student violation of the conduct code. It is held Tuesday through Thursday from 3:05-4:00pm. Failure to attend may result in IRP.

Saturday School – is a requirement to spend additional time on a Saturday for a student violation of the conduct code. The date and time will be given to student when assigned. Failure to attend may result in suspension.

In-School Reassignment (IRP) – is an exclusion from regular class. Students will be assigned to an alternative program by the principal or his/her designee. Teachers will provide students with academic assignments to be completed for credit. Students who serve in IRP will not be allowed to participate or attend any after school activities, including sports and clubs. Students serving in IRP will be required to turn their phones into the IRP teacher. Failure to comply with this request will result in student receiving an out of school suspension. If not present on the assigned IRP day, the IRP will be served when the student returns to school.

Out-of-School Suspension – is an exclusion from school or class assigned by the principal or his/her designee. Students will not be allowed to participate or attend any after school activities including sports and clubs for the duration of the suspension. Students are not to be on the schools grounds while under out-of-school suspension.

Expulsion – is the exclusion of a student from the schools of this District for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in a semester or term in which the incident takes place or for one (1) year as specifically provided in this policy and the Student Code of Conduct. Only the superintendent may expel a student.

Due Process Rights

See Board Policy 5611

Procedural Rules/Regulations for Suspension and Expulsion

The constitutional rights of individuals assure the protections of due process of law; therefore, this system of constitutionally and legally sound procedures is developed with regard to the administration of discipline in the Washington Local School District.

1. The hallmark of the exercise of disciplinary authority shall be fairness.
2. Administrators and faculty members shall make every effort to resolve problems through effective utilization of school district resources in cooperation with the student and his/her parent or guardian.
3. The determination of whether to impose sanctions for any conduct prescribed by this policy and the severity of such sanctions may accord due regard to the circumstances in which the violation is committed, the severity of the violation, the repetitive nature of the violation and the likelihood of danger to persons or property resulting from the violation.

Procedures for Suspension

1. As soon as it is practical upon the referral of a student from class, or school-from class, or school sponsored event, or for the commission of an offense while under the supervision of the school, for which the maximum recommendation is suspension, the principal, or his/her designee, shall hold a hearing with the student.
2. As part of the hearing, the student shall be issued a notice of intention to suspend listing the violation(s) of the conduct code with which he/she is charged. The principal, or his/her designee, shall advise the students of the evidence, which supports the charge(s).
3. The student shall have the right to present evidence at the hearing, which supports his/her position.
4. If, as a result of the hearing, the principal or his/her designee determines that the violation(s) warrants suspension, the parent, guardian, or custodian shall be notified. The suspension shall be imposed

immediately if it were judged that the student's return to class would impose a danger to him/her and others, or would be disruptive to the educational process. In other cases, suspension shall be imposed the first school day following the hearing. In cases of 18-year-old students, the parent, guardian or custodian notification is not mandatory.

5. Within twenty-four hours following the hearing and notice of suspension, the principal shall notify the parent, guardian or custodian by ordinary U.S. mail and the Board Treasurer of the suspension. In cases where students are 18 years of age, notice shall be provided to the student. The notice shall include reason(s) for suspension, dates the suspension is in effect, the method of serving the suspension, and the right to appeal.
6. A request for any appeal must be submitted in writing within five days after the hearing or appeal. The appeal(s) will be scheduled as soon as practical.
7. At an appeal, the student, parent, guardian, or custodian and representative, if any, may present written or oral statements, as they deem relevant to the fact of the offense, the surrounding circumstances, and the gravity of the sanction. They shall be permitted to review all written documents presented and to hear all verbal testimony given at an appeal, but shall have no formal right of cross-examination. A record of an appeal shall be kept by tape recording for notary's transcription at the discretion of the appeal officer.
8. If, as a result of appeal, the student is reinstated or the number of days is reduced, the student will return to school under the terms set forth by the appeal officer.

Procedures for Expulsion

1. A student, due to the severity of the violation of the conduct code and/or after repeated violation of the conduct code, may be suspended for a period of ten (10) days with a recommendation for expulsion.
2. The superintendent shall, as soon as is practical after the imposition of a suspension with recommendation for expulsion, provide written notice of the intended expulsion, and the reason(s), by ordinary U.S. mail. The notice shall inform the student, parent, guardian, or custodian, with or without a representative, of the right to appear before the superintendent or designee to challenge his action or to otherwise explain the student's action(s). A time and place at which the hearing shall be conducted shall be specified and shall be not less than three or more than five days after the date of the written notice. The superintendent may grant a request for an extension of time provided the hearing is conducted prior to the conclusion of the ten day suspension.
3. After the hearing the superintendent may expel the student not to exceed the lesser of eighty (80) days or the number of school days remaining in the school year.

4. Within twenty-four (24) hours of the notice to expel, the superintendent shall notify the parent, guardian, or custodian of the student and Board Treasurer of the intent to expel (in cases of students over the age of 18, notice shall be provided to the student). This notice shall be sent by ordinary U.S. mail and shall include reason(s) for the expulsion, a statement of the right of the student, his/her parent, guardian or custodian to appeal, the right to be represented at the appeal, and to request that the appeal be held in private. The Board of Education hereby designates the Assistant superintendent to hear expulsion appeals.
5. A request for an appeal must be submitted in writing within five school days after the expulsion hearing.
6. At the appeal, the student, his/her parent, guardian, or custodian and their representative, if any, may present such written or oral statements as they deem relevant to the fact of the offense, the surrounding circumstances, and the gravity of the sanction and shall be permitted to review all written documents presented and to hear all verbal testimony, but shall have not formal right of cross examination. Tape recording or notary's transcription shall keep a record of the appeal at the discretion of the appeal officer.
7. If, as a result of the appeal, the student is reinstated or the number of days is reduced, the student will return to school under the terms set forth by the appeal office.
 - a. Home Instruction, etc.
 - b. Consult with the building psychologist and/or the Handicapped Child Management Coordinator
 - c. To develop an intervention plan designed to prevent a recurrence of the misconduct.

Possible Reduction of Expulsion Period

The superintendent may consider the following factors on a case-by-case basis when imposing a penalty of less than a one-year expulsion for violation of this policy:

1. Information contained in the student's permanent record file.
2. The student's prior disciplinary record, and any records of behavioral problems not contained in the disciplinary record.
3. The student's response to the imposition of prior discipline or sanctions
4. The seriousness of the offense and aggravating factors relating to the offense.
5. Mitigating circumstances surrounding the offense.
6. Probable danger posed to the health and safety of other students or employees by the student's continued presence in school.
7. Probable disruption of teaching by the student's continued presence in school. Students may be excluded from schools of this District under this policy while the Board of Education is considering whether to request permanent expulsion, or while a request for permanent expulsion is pending.

STUDENT ACTIVITIES
CODE OF CONDUCT GRADES 7-12

See Board Policy 5610.05, 2431

PREAMBLE

The Washington Local Schools' extracurricular programs provide student participants with the opportunity to grow mentally, morally, physically and emotionally. The Code of Conduct policy seeks to promote and enforce compliance with rules and regulations for participation.

Students and parents/guardians will be provided with an opportunity to sign a Student Commitment Form as a reinforcement of the importance of following the Extracurricular Code of Conduct. Students who participate in extracurricular activities are held to the Code of Conduct, regardless of whether a commitment form is signed by the student and parent/guardian.

Penalties imposed under this Code of Conduct are independent of, and in addition to, any academic suspension, expulsion, or other disciplinary penalty. The terms of this Code of Conduct apply to student conduct throughout the calendar year, regardless of whether school is in session or whether a violation occurs at school or a school-related event.

Violations of this Code of Conduct by a junior high student will not be counted toward cumulative violation when the student enters Whitmer High School.

For further information please visit the OHSAA website at:
<http://www.ohsaa.org/eligibility/default.asp>

ACADEMIC/EXTRACURRICULAR ACTIVITIES ELIGIBILITY

Junior High: Academic Requirements will be defined in club or organization constitutions; enforcement is the responsibility of the club advisor.

High School: Academic requirements will be defined in club or organization constitutions; enforcement is the responsibility of the club advisor.

PROHIBITIONS

Participants in an extracurricular activity may NOT:

Tobacco: Possess, use, sell, or distribute tobacco products in any form including "smokeless," e-cigarettes, or vapors.

Alcohol: Possess, use, sell or distribute alcoholic beverages. This prohibition is understood to include being observed drinking, admitting to drinking, having alcohol odor detectable on breath, or being in possession of alcohol.

Drug and Substance Abuse: Possess, dispense, sell, use, drugs or drug paraphernalia. This prohibition includes, but is not limited to, narcotics, inhalants, mind-altering

substances, anabolic steroids, human growth hormones, and drug look-alike substances. This prohibition does not include use of medications as prescribed for the student by a physician. The prohibition does include dispensing and/or selling prescribed drugs to other students.

Attendance: No student -athlete shall attend any party or other social gathering where underage drinking and/or drug use occurs.

CUMULATIVE VIOLATIONS

After the first violation of any prohibition under this Code of Conduct, any additional violation will be dealt with as a next-level violation, regardless of whether the additional violations involve different prohibitions. For example, if a student has violated the ban on tobacco use, and subsequently violates that ban on the use of alcohol, the penalty imposed will be that prescribed for the second violation under the alcohol abuse provisions of this Code of Conduct.

PENALTIES FOR VIOLATIONS

1. Parent/guardians and student participants will be notified in writing by the athletic director when violations are found to have occurred. Copies of notices will be kept on file with the athletic director.
2. A student participant who is penalized for a violation of this Code of Conduct shall not be permitted to participate in any extracurricular activity during the term of the penalty.
3. When a student is denied participation for a number of school days under this Code of Conduct, the student will also be denied participation during any intervening weekends, holidays, or other days when school is not in session.
4. Denial of participation is for all activities if a student is involved in multiple activities simultaneously.

PENALTIES FOR TOBACCO, ALCOHOL AND OTHER DRUG ABUSE

First Violation

Student will be denied participation for the remainder of the school year in which the violation occurred. If the student found in violation agrees to have a substance abuse assessment approved by the school administration and demonstrates he/she is following program assessment and treatment recommendations, the period of time the student is denied participation may be reduced by the athletic director and /or Hearing Council.

1. Regardless of participation in a substance abuse assessment or rehabilitation program, the student will be denied participation for a minimum of ten (10) days during regular season contests or during the club/activity year.
2. If the violation occurs while the student is not currently participating, the student will be denied participation ten (10) days, starting the first day of regular season, contests, ten (10) days of rehearsals, performances,

competitions and events for the extracurricular activities.

3. A student denied ten (10) days of participation may still actively try out for a team or event and practice. The penalty will be enforced when the athletic contest, performance, or competition begins for the next season or event.

Second Violation

Students will be denied participation in extracurricular activities for fifty percent (50%) of the regular competition season or fifty percent (50%) of the extracurricular calendar year, except as exempted under cumulative violations for junior high.

Third Violation

A junior high student will be denied participation in all extracurricular programs for the remainder of his/her junior high career. A high school student will be denied participation in all extracurricular programs for the remainder of his/her high school career.

Self-referral

If a student seeks assistance for dealing with an ongoing substance abuse problem by self-referral to a coach, advisor, counselor, and/or school administrator, and the student agrees to participate in a substance abuse assessment and rehabilitation program approved by the school administration and agrees to follow assessment/treatment recommendations, there shall be NO DENIAL of participation from extracurricular activities, unless a subsequent violation occurs. Refusal or failure to follow assessment/treatment recommendations will result in the application of the first-violation procedures. The self-referral provision will not apply if a violation has already occurred and is then discovered as the result of investigation (active and/or ongoing) by school officials. For example, a student cannot use the self-referral provision if an investigation has been initiated for a suspected violation. Self-referral will not apply as a means of avoiding a code violation.

Second Violations: Student will be denied participation in extracurricular activities for fifty percent (50%) of the regular competition season or fifty percent (50%) of the extracurricular calendar year from the date of the violation, except as exempted under cumulative violations for junior high.

Third Violation: A junior high student will be denied participation in all extracurricular programs for the remainder of his/her junior high career. A high school student will be denied participation in all extracurricular programs for the remainder of his/her high school career.

The student and his/her parent/guardian are responsible for any expense incurred in connection with the student's participation in any substance abuse assessment, rehabilitation, or treatment program.

GENERAL MISCONDUCT

Coaches or advisors may suspend a student from an individual activity for behavior not conducive to good morale. Violations of particular rules such as breaking curfew, being late for meetings, practices or contests, general disrespect towards coaches or advisors, players, other students, fans, unsportsmanlike conduct, or any other behavior detrimental to the players, students or team will also be handled by the coach or advisor.

Repeat violations may result in further suspensions or denial of participation from the activity. The appropriate advisor may direct any hearing and make any determination regarding a participation penalty, unless otherwise directed by the Athletic Director. Such determinations may be appealed pursuant to the due process sections of this code.

CRIMINAL LAW VIOLATIONS

Coaches or advisors will, upon consultation with the principal and athletic director, take disciplinary action in all cases of criminal law violations not previously addressed under this Code of Conduct. The disciplinary options available to coaches and advisors for students in grades 7 – 12 range from oral reprimand to a maximum penalty of denial of participation in extracurricular activities for the remainder of the student's career in this school district, as appropriate to the severity of the violation

DISCIPLINARY PROCEDURE

Coaches, advisors, and the respective Hearing Council will consider the recommendation from court officials in handling civil or criminal law violations. The Hearing Council may also recommend penalties up to and including permanent denial of participation.

1. The Associate Principal/Athletic Director or designee will investigate the alleged violation by contacting the student, the student's parent/guardian, and any other individuals deemed necessary. The Associate Principal/Athletic Director or designee will establish the appropriate penalty as soon as reasonably possible.
2. The Associate Principal/Athletic Director shall notify the student and the student's parent (s) of alleged violation of this code. (Prohibitions)
3. The student and parent/guardian will be notified in writing by the associate principal/athletic director when a violation is found to have occurred.
4. The decision may be appealed by submitting written request to the respective principal and should state the exact reason the decision is being appealed within five (5) days of the date of determination of the code (SEE APPEAL PROCESS).
5. The appeal will be heard by the building Hearing Council which will issue its findings to the principal. The principal will notify the student and parent guardian of the Council's decision.

APPEAL PROCESS/DUE PROCESS

1. The principal will establish a date for the Appeal Hearing
2. The appeal will be heard by the building principal in which all findings completed by the athletic director will be reported to the principal.

STATEMENT OF COMPLIANCE WITH FEDERAL LAWS

The Washington Local School District complies with federal laws which prohibit discrimination in programs and activities receiving federal assistance.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color or national origin.

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of handicap.

Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex.

The following grievance procedure is being established to specifically deal with complaints of discrimination from federal grant recipients or beneficiaries in the Washington Local School system arising from Title VI of the Civil Rights Act of 1964 which prohibits discrimination on the basis of race, color, or national origin; Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination on the basis of handicap; and Title IX of the Education Amendments of 1972 which prohibits discrimination on the basis of sex. The Board of Education shall designate a person to coordinate compliance with federal laws.

Step 1: Any student who wishes to grieve any act that is prohibited under the regulations of Title VI, Section 504, or Title IX may, within ten (10) calendar days of the alleged violation or knowledge thereof, file with the building principal a written grievance on the form provided by the superintendent's office, with a copy forwarded to the compliance coordinator of Washington Local Schools.

Step 2: The building principal will render a decision on the grievance and communicate in writing to the grievant and the compliance coordinator within ten (10) calendar days after receipt of the written grievance.

Step 3: In the event the grievance has not been satisfactorily resolved at the second step, the grievant may, within ten (10) calendar days of the principal's written decision, file a written appeal to the compliance coordinator.

Step 4: The compliance coordinator will meet with the grievant within ten (10) calendar days of receipt of the written appeal and render a decision within ten calendar days of said meeting.

Step 5: In the event the grievance has not been satisfactorily resolved at the fourth step, the grievant may, within ten (10) calendar days of the compliance coordinator's written decision, file a written appeal to the superintendent who functions as the final mediator at the local level.

Step 6: In the event the grievance has not been satisfactorily resolved at the fifth step, the grievant may appeal to the Office for Civil Rights, U.S. Department of Education, 55 Erievue Plaza, Room 300, Cleveland, Ohio 44114-1816.

The Age Discrimination Act of 1975 prohibits discrimination on the basis of age.

The Washington Local School District also complies with the Family Education Rights and Privacy Act of 1974 which grants to parents/guardians the rights to examine their children's official school records.

Inquiries regarding unlawful discrimination may be directed to Director/Human Resources, Washington Local Schools, 3505 West Lincolnshire Boulevard, Toledo, Ohio 43606, or by calling 473-8225.

Notice To Students-Provisions Guaranteed by 504 Regulations:

No one may be excluded from any course, or courses of study, on account of handicap.

Classes will be rescheduled for students with mobility impairments if the classrooms are inaccessible.

Course requirements may be modified in certain instances to ensure full participation by handicapped classrooms. Alternate methods of testing and evaluation are available in all courses offered by the schools for students with requirements for such methods. The schools make auxiliary aides available for students with impaired sensory, manual, or speaking skills. Certain school rules and regulations may be waived if they limit the participation of handicapped students.

BOARD OF EDUCATION POLICIES

*All Board Policies can be found at:

www.wls4kids.org

District > School Board > Policies





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Student Handbook

Whitmer High School

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Important Phone Numbers

Principal's Office	(419) 473 - 8490
Associate Principal's Office - Assistance and Resource Center	(419) 473 - 8206
Associate Principal's Office - Counseling Center	(419) 473 - 8473
Athletic Director	(419) 473 - 8382
CTC Director	(419) 473 - 8335
Counselors - A - D - E - K - L - R - S - Z - Career - Transitional	(419) 473 - 8403 (419) 473 - 8474 (419) 473 - 8401 (419) 473 - 8471 (419) 473 - 8470 (419) 473 - 8333
Deans - A - D - E - K - L - R - S - Z	(419) 473 - 8347 (419) 473 - 8325 (419) 473 - 8364 (419) 473 - 8495
Attendance Line	(419) 473 - 8406

Washington Local Schools CALENDAR FOR 2019-20

FIRST QUARTER AUGUST 21 TO OCTOBER 24

MONDAY	AUG	19	PROFESSIONAL MEETING DAY
TUESDAY	AUG	20	TEACHERS' WORK DAY [GRADES K-12]
WEDNESDAY	AUG	21	SCHOOLS OPEN. CLASSES IN SESSION A FULL DAY
MONDAY	SEP	02	LABOR DAY OBSERVANCE. SCHOOLS CLOSED
WEDNESDAY	SEP	18	DELAYED START – STUDENTS REPORT 2 HOURS LATE
TUESDAY	OCT	15	DELAYED START – STUDENTS REPORT 2 HOURS LATE
THURSDAY	OCT	24	END OF FIRST QUARTER

SECOND QUARTER OCTOBER 28 TO JANUARY 16

FRIDAY	OCT	25	TEACHERS' WORK DAY [GRADES K-12]. SCHOOLS CLOSED GRADES K-12
MONDAY	NOV	25	PARENT/TEACHER CONFERENCES [GRADES K-12]. SCHOOLS CLOSED GRADES K-12
TUESDAY	NOV	26	PARENT/TEACHER CONFERENCES [GRADES K-12]. SCHOOLS CLOSED GRADES K-12
WEDNESDAY	NOV	27	SCHOOLS CLOSED FOR STUDENTS GRADES K-12
THURSDAY	NOV	28	THANKSGIVING DAY. SCHOOLS CLOSED
FRIDAY	NOV	29	THANKSGIVING BREAK. SCHOOLS CLOSED
FRIDAY	DEC	20	LAST DAY OF CLASS BEFORE BREAK
MONDAY	JAN	06	CLASSES RESUME
THURSDAY	JAN	16	END OF FIRST SEMESTER

THIRD QUARTER JANUARY 20 TO MARCH 26

FRIDAY	JAN	17	TEACHERS' WORK DAY [GRADES K-12]. SCHOOLS CLOSED GRADES K-12
MONDAY	JAN	20	MARTIN LUTHER KING, JR., DAY. SCHOOLS CLOSED
FRIDAY	FEB	14	PARENT/TEACHER CONFERENCES [GRADES K-12] SCHOOLS CLOSED
MONDAY	FEB	17	PRESIDENTS' DAY. SCHOOLS CLOSED
WEDNESDAY	MAR	11	DELAYED START – STUDENTS REPORT 2 HOURS LATE
THURSDAY	MAR	26	END OF THIRD QUARTER

FOURTH QUARTER MARCH 30 TO JUNE 03

FRIDAY	MAR	27	TEACHERS' WORK DAY [GRADES K-12]. SCHOOLS CLOSED GRADES K-12
FRIDAY	APR	09	LAST DAY OF CLASS BEFORE BREAK
MONDAY	APR	20	CLASSES RESUME
MONDAY	MAY	25	MEMORIAL DAY OBSERVANCE. SCHOOLS CLOSED
WEDNESDAY	JUN	03	LAST DAY OF INSTRUCTION [GRADES K-12]
THURSDAY	JUN	04	TEACHERS' WORK DAY [GRADES K-12]

Revised and Approved 5/22/19

Whitmer Matrix

	Campus	Cafeteria	Hallway	Restroom	Office	Classroom
Respectful	<ul style="list-style-type: none"> • Comply with adult directions • Use respectful language • Honor others' personal space and belongings • Respect school property • Follow event procedures 	<ul style="list-style-type: none"> • Wait your turn in line • Use conversational voice • Use kind language, such as "Please" and "Thank You" to EVERYONE 	<ul style="list-style-type: none"> • Keep hands to yourself • Use conversational voice • Use kind language • PDA is limited to hand holding and hugging 	<ul style="list-style-type: none"> • Keep the restrooms clean and vandalism free • Use conversational voice • Use proper language 	<ul style="list-style-type: none"> • Be patient and wait your turn • Use kind language • Say please and thank you 	<ul style="list-style-type: none"> • Use kind language • Comply with adult directions • Honor others' personal space and belongings • Follow individual teachers cell phone & electronics policy • Treat all classroom equipment with care • Allow others the best opportunity to learn
Responsible	<ul style="list-style-type: none"> • Follow parking and driving regulations • Make transportation arrangements • Clean up after yourself • Leave campus immediately at the end of the school day or event • Use good judgment when using social media 	<ul style="list-style-type: none"> • Arrive on Time • Clean your area/table • Trays stay in cafeteria • Clear tray and place on conveyer belt • Clean or report spills 	<ul style="list-style-type: none"> • Throw all trash in garbage • Recycle when appropriate • Clean or report spills 	<ul style="list-style-type: none"> • Clean up after yourself • Use closest possible bathroom • Return promptly 	<ul style="list-style-type: none"> • Use conversational voice • Take signed pass back to class 	<ul style="list-style-type: none"> • Arrive on time • Come prepared to learn • Clean up after yourself • Wear proper and acceptable attire
Safe	<ul style="list-style-type: none"> • Maintain personal space Follow parking and driving regulations • Leave campus immediately at the end of the school day or event • Report bullying 	<ul style="list-style-type: none"> • Be in a seat or in line • Remain in seat until dismissed • Only one earbud • Report Bullying • ID or Pass must be shown to leave the cafeteria 	<ul style="list-style-type: none"> • Walk/keep moving • Stay to the right • Only one ear bud • Report Bullying 	<ul style="list-style-type: none"> • Report any problems to an adult • Use restroom for intended purpose • Wash hands with soap and water before leaving • Report Bullying 	<ul style="list-style-type: none"> • If waiting, stay seated • Report emergencies to an adult 	<ul style="list-style-type: none"> • Maintain personal space • In case of an Emergency, follow specified procedures • Get permission prior to leaving the classroom • Report Bullying

2019 – 2020 Clubs & Advisors

Club

Art Club
Broom Ball
Bowling
Business Professionals of America

Chess Club
Dance Team
Diversity Club
Drama Club
Educators Rising
FCCLA
Feminist Club
French Club & Honorary
Gaming Club
German Club & Honorary
Health Care Occupation Students of America
Latino Club
Math Honorary
National Honor Society
National Technical Honor Society
Newspaper
Panthers for Christ
Panther Nation
Science and Environmental Club
Secret Spirits
Skills USA
Spanish Club & Honorary
Social Studies Club
Speech & Debate
Student Council: Jodie Tucker
 - Freshmen Class
 - Sophomore Class
 - Junior Class
 - Senior Class
Youth Advocates/Y2Y

Advisor

Ann Burkart and Lisa Keller
Marya Knuth
Steve Murray
Brian Anderson, Linda Good, Adam Pickard &
 Tadek Stadniczuk
Randy Baughman
Grace Haskin
Felicia Singleton
Andrea Schreiner
Jodie Tucker
Steve Zampardo
Michelle Finley
Angela Hetrick-Goff
Eric Worstell
Matt Scheiber
Teresa Crozier and Brad Tolly
Aida Sheehan
Jason Whitacre
Paula Giovanoli and Melanie Karcsak
Linda Good
Katie Peters
Leslie Elendt and Curt Hinkle
Katie Peters
Jeff Mackenzie
Katlyn Ewing, Gina Chadwick

Jill Loesel
Andrew Lockard
Marie Wetzel

April McNamara and Josh Scholl
Jason Rubley and Eric Puffenberger
Leslie Fish and Lauren Boudreaux
Chris Hodnicki and Melissa Hieronimus
Tina Dake and Becky Swisher

For the most current club and activity information including advisors email addresses, announcements, athletic and activity calendars, roster of coaches and school events visit our website at: www.wls4kids.org

Whitmer Bell Schedules

Daily Bell Schedule	
1	7:30 - 8:14
2	8:20 - 9:04
3	9:10 - 9:54
4	10:00 - 10:44
5	10:50 - 12:44 (Lunch Block)
	A Lunch 10:44 - 11:14
	B Lunch 11:14 - 11:44
	C Lunch 11:44 - 12:14
	D Lunch 12:14 - 12:44
6	12:50 - 1:34
7	1:40 - 2:25

2-Hour Delay Bell Schedule	
1	9:30 - 9:54
2	10:00 - 10:24
3	10:30 - 10:54
4	11:00-11:24
5	11:30 - 1:24 (Lunch Block)
	A Lunch 11:24 - 11:54
	B Lunch 11:54 - 12:24
	C Lunch 12:24 - 12:54
	D Lunch 12:54 - 1:24
6	1:30 - 1:54
7	2:00 - 2:25

BOARD OF EDUCATION POLICIES

*All Board Policies can be found at:

www.wls4kids.org

District > School Board > Policies

SCHOOL PROCEDURES

*Alphabetical by topic

Adult Students

Eighteen-year-old students must comply with the rules and regulations of Whitmer High School and attend school consequences as assigned. Parents are requested to write notes for dependent eighteen-year-old students. Students living on their own must prove residency as requested by the administration. Students who are eighteen years old or older, may be withdrawn from school for excessive unexcused absences back to their 18th birthday or their last day of attendance.

Eighteen year old students may request in writing that they wish to be recognized as a legal adult responsible for their own education. When this request is made, all school correspondence will be directed towards the student and the parent must communicate directly with their child regarding their education. Upon receipt of the request in writing, a notice will be sent to the parent informing them of this decision.

Attendance

Arrival

In the morning, school doors will remain locked until 7:00 a.m. Breakfast is available on regular scheduled school days beginning at 7:00 am. Students are discouraged from arriving any earlier as they will not be under direct supervision. If students must arrive before these times, they are to remain outside the building unless prior arrangements have been made with school staff.

Student Absence

- If a student is to be absent from school, due to illness or other legitimate reasons, parents are asked to leave a detailed message on the Attendance Line at 419-473-8406 informing the Attendance Office of their student's absence. If a phone call is not received from a parent, an automated call will be processed, the afternoon of the absence, to the parent.
- The student must return to school with a note even if a parent called in their student's absence. The student should present his/her note, signed by his/her parent/guardian, stating the date(s) of absence, and the reason for the absence to his/her first period teacher. If the student does not have a note, please make sure your student brings in a note the following day.
- After ten (10) days of absences, a student is required to submit a physician's note, or a professional statement, to qualify for an excused absence. The physician must state that the student was medically unable to attend school. The beginning and ending date of the illness, or incapacitation, must be included. A student without a physician/professional document will have his/her absences coded as "absent over 10". (The rules governing make-up work can be found in the next section titled Absent Work.)
- Students meeting truancy levels are referred to the WLS Attendance Specialist for court action per ORC 3321.13(B). Intervention services are offered for students with excessive absences/truancy.
- Absences resulting from college visits, vacations, etc. require a submission of paperwork before the student plans to be absent. Those "special" forms are available in the Attendance/Counseling Center and must be completed, returned, and approved, before a student's absence will be acceptable. (Refer to College/Post Secondary Visits, in Counseling Center section in the handbook, and Family Vacations which can be found below.)
- Observance of Religious Holy Days: Students shall be excused for the purpose of observing a formally recognized holy day. A note from a parent, or religious organization, is required.

Habitually Truant:

- Absent 30 or more consecutive hours without a legitimate excuse;
- Absent 42 or more hours in one school month without a legitimate excuse; or
- Absent 72 or more hours in one school year without a legitimate excuse.

Excessive Absence

- Absent 38 or more hours in one school month with or without a legitimate excuse; or
- Absent 65 or more hours in one school year with or without a legitimate excuse.

Habitually Truant Procedures

- All cases involving habitual truancy will be referred to the WLS Attendance Specialist for investigation. Referrals will demonstrate that the following procedures have been observed:
 - Verified absences and warning letters sent.
 - Intervention conferences held with truant students and parent/guardian with school personnel and the Attendance Specialist.
 - Informal Hearing at county office and or family mediation.
 - Potential for referrals to Children's Services Board to seek recommendation.
 - Unruly/Truancy complaint filed with the Lucas County Juvenile Court.

Excessive Absences Procedure

- All cases involving Excessive Absences will be referred to the WLS Attendance Specialist for investigation and to avoid potential truancy. Referrals will demonstrate that the following procedures have been observed:
 - Verified absences and warning letters sent.
 - Intervention conferences may be held with students and parent/guardian with school personnel and the Attendance Specialist.
 - The district may refer the student and family to community resources as appropriate.

Tardy to School (Before 7:40)

Students are expected to arrive to school and to class on time. Students arriving after 7:30, but before 7:40, are to report directly to first period. This is considered tardy to school/class.

Tardy to School and Tardy to Class Consequences These Consequences are per teacher or period, and start over at the semester:

- 3 Times Tardy – After School Detention (2:35pm – 3:35pm)
- 6 Times Tardy – Tuesday School (2:35pm – 5:10pm)
- 9 Times Tardy – 1 Day IRP
- 12 Times Tardy and every 3 thereafter will be handled by the Attendance and Resource Center (ARC)

Late to School (After 7:40)

- For each semester, a student is allowed four (4) late arrivals with a parent/guardian note.
- A student must report to the Attendance Secretary in the Counseling Center when he/she arrives after 7:40.
- After the student has used the four (4) parent/guardian notes, only professional notes (i.e. doctor, dentist, court, etc.) will be accepted to excuse the lateness. Students arriving late after the 4th parent note and without a professional note are assigned a consequence. Consequences include, but are not limited to: an after school detention, Tuesday school, IRP, loss of extracurricular activities, or suspensions. Excessive lateness to school will be turned over to the county truancy office.
- Notes must be turned in no later than the next day after the late.

Late to School Consequences

- 3 Times Late – After School Detention (2:35pm – 3:35pm)
- 6 Times Late – Tuesday School (2:35pm – 5:10pm)
- 9 Times Late – 1 Day IRP
- 12 Times Late and every 3 thereafter will be handled by the Assistance and Resource Center (ARC)

Half-Day Absence

Students must be in school for 3 & ½ hours (2 full blocks or 4 periods) in order to be considered in attendance for a half-day. For participation in athletics or extracurricular activities students must be in attendance a half-day.

Early Excusals

Students needing to leave school for an appointment during school hours are required to bring a written request signed by the parent to the Attendance secretary before school begins. All early excusals will be verified with the

parent/guardian; therefore, telephone number(s) must be included on the note. If the parent/legal guardian will be unable to receive a phone call, he/she should still send a note, but also leave a message verifying the need for an early excusal for his/her child on the Attendance Line 419-473-8406 or 419-473-8421. All students leaving school early as a result of an approved “early excusal” MUST sign out prior to leaving the building. Any student leaving the building without signing out at the assigned location is subject to school consequences.

Family Vacation

Family vacations are not recognized as excused absences by state law; therefore, a student that is not in school because of a family vacation will have his/her absence coded as unexcused. Exam dates for students will not be changed to accommodate a family vacation.

- The vacation/leave form must be completed, received, and approved by the Associate Principal in charge of the ARC two weeks prior to the vacation/leave. The vacation form can be picked up in the Counseling Center.
- All work given to a student prior to the vacation must be completed and submitted to teachers.
- Students have an amount of time equal to the amount of time absent to make up the work to receive full credit. Due to the nature of some work missed (E.I. group work, labs, etc.) it may not be possible to make up the work.

Bus Passes

Occasionally, a student will need to ride a bus with another student. This student must provide a note to any office (before 9:00am) with the following 5 things: Date, both student names, bus number that the students will ride and the parent signature of the student requesting the pass. Phone calls will not be accepted.

Cafeteria

The cafeteria is to be kept clean, and proper conduct is to be maintained. Students must eat only during their assigned lunch period. Please obey the following rules during lunch or breakfast. These rules need to be followed, or detentions and/or other disciplinary action may result.

- Students must wait their turn in line. Line jumping is subject to disciplinary action
- Students will use conversational voice and polite language such as “please” and “thank you” to EVERYONE.
- Students are responsible for the cleanliness of their table and floor area.
- Students are required to keep trays in cafeteria, take trays to the conveyors, and place trash and other debris, in the trash barrels.
- Students are responsible for reporting any spills/problems at their table to cafeteria supervisors immediately.
- Students must be in a seat or in line. Only students purchasing food are to be in line.
- Students will remain in their seat until dismissed by their cafeteria supervisor.
- Students will wear only one (1) ear bud and no audible music is allowed.
- Students will report bullying to an adult.
- Students must arrive in the cafeteria by the posted times. Students will only be allowed to leave the cafeteria with a pass or a school I.D.

*****NO ORDERING FOOD FOR DELIVERY TO STUDENTS. ANY FOOD DELIVERED TO WHITMER WILL BE SENT BACK OR CONFISCATED. ANY STUDENT WHO ORDERS FOOD TO WHITMER WILL RECEIVE A CONSEQUENCE.**

Senior Courtyard

During the fall and spring season (weather permitting) seniors may eat in the senior courtyard. If the courtyard is misused, it will be closed indefinitely.

- Seniors must show a current ID to exit the courtyard.
- **All school rules are in effect in the courtyard;** (i.e., no hats or other misconduct).
- Cafeteria trays must be returned by the user during the last five minutes of the scheduled cafeteria time.
- All garbage must be appropriately disposed of and the senior courtyard must be kept clean of debris.

Chromebooks

The Washington Local Schools (hereinafter referred to as “District”) will assign to the student one Google Chromebook and charger (hereinafter referred to collectively as “Chromebook”) in good working order. While on school grounds, that Chromebook will operate on a District-provided wireless network (hereinafter referred to a “Network.”) It is the responsibility of the student to ensure that this Chromebook is maintained in good working order. This Chromebook and all software and applications installed by the District are, and at all times remains, the

property of the District and is provided to the student for educational purposes. The District retains control, custody, and supervision of all Chromebooks and, in accordance with the law, reserves the right to monitor all activity by the student, and they may be the subject of random search. The student should have no expectation of privacy in their use of school Chromebooks, including, but not limited to, email, stored files, or Internet sites visited. School officials reserve the right to search Chromebooks and the files thereon when there may be a violation of the Student Code of Conduct and/or when order, health, and the safety of persons may be an issue. This standard also applies to all school-sponsored activities at any location. The District is responsible for tracking and monitoring the Chromebook assigned to the student. Any Chromebook assigned to the student is inventoried and tagged. Identification labels have been placed on the Chromebook. These labels are not to be removed or modified. If the labels become damaged or missing, District technology support services will ensure replacement once notified according to procedure. Additional stickers, labels, or markings of any kind may not be added to the Chromebook or the case. The student will return the Chromebook in good condition to the District at the end of the school year. If the student withdraws prior to the end of the school year, the Chromebook will be returned before their last day. If the assigned Chromebook is not returned, then the family will be financially responsible for the replacement cost of the Chromebook. The Chromebook is assigned to an individual student. The student should never swap or share their Chromebook with another student. The student may not make any attempt to add, delete access, or modify other users' accounts on the Chromebook or on any school owned computer or device. The student may use the Chromebook for non-commercial, personal purposes in accordance with District policies, procedures, guidelines, and rules, including the District's Acceptable Use and Internet Safety Policy, the Student Handbook and Code of Conduct, and local, state, and federal statutes and regulations. A small number of Chromebooks will serve as spares for assignment to students as needed. Spares will be temporarily assigned to the student when their assigned Chromebook needs to be retained for repair. These daily loaner units will be available in the building "Chromebook Depot." For more information please visit the district website at <http://www.wls4kids.org>

Custody and Residency Issues

In order to update student information records in the District Computer System, parents/guardians who have experienced a legal change of custody through the court system, or have moved to a new address in the Washington Local District, must provide the proper documents to prove custody and/or residency. The following documents are the only acceptable verification to change student/family data:

- A final **file stamped and journalized** complete court affidavit for custody with case number and parent/guardian's name.
- Utility bill (gas, electric, water, cable, and "landline: phone) in parent/guardian's name with the residency address.
- Lease agreement of at least six (6) months in parent/guardian's name.
- Government/Welfare check stub in parent/guardian's name with address.

When the Washington Local School District determines that there is sufficient evidence that the legal parent/guardian lives outside the district, school administration will withdraw that student immediately. Any parent/guardian who falsifies residency documents provided for school registration is in violation of the Ohio Revised Code and **may be held liable for back tuition from the date of original enrollment to the date of discovery of residence outside the district.** Per Washington Local School Policy students that do not live in the WLS district may not attend school in this district. Any changes of custodial parent or residency issues can be processed at any time in the ARC. Changes of phone numbers are also critical and can be changed by contacting the Residency Secretary in the ARC. Individuals who have custody and residency questions are asked to contact the Residency Secretary at (419) 473-8421.

Dance Expectations

Dress Expectations

Students are to dress at all times with a sense of good taste so as not to cause disruption. A student whose dress goes beyond the bounds of good taste and is judged by school personnel to be inappropriate, offensive, and/or disruptive will be asked to change or leave

Behavior Expectations

Any Behavior deemed as inappropriate will be subject to disciplinary actions, including being removed from dance.

Other Important Dance Information

- You must have a picture ID to enter the dance, No Exceptions
- There will be no admittance to the dance after the specified time. No refunds or exceptions
- There will be no guest purchases allowed at the door. All guests must be pre-paid and pre-approved.

- Once you leave the dance, there will be no re-entry.
- If you are under suspension or expulsion, you may not attend the dance.
- You must be between the age of 9th grade and 18 years old, or attending high school to attend.

Dismissal Process

Students not involved in extracurricular activities or not actively supervised by a school staff member must leave the building by 2:35 p.m.

Electronic Devices

An “electronic device” includes any wireless communication devices that emit an audible signal, vibrate, display a message or otherwise summon or deliver a communication to the possessor.

Students will be permitted to use their electronic devices during the following times:

- Before and after school
- During after school/extracurricular activities and at school-related functions
- Between classes (during travel time)
- During their lunch period

Electronic use during the above indicated times must not create a distraction, disruption or otherwise interfere with the educational environment. Devices are to remain inaudible at all times during the school day; ringers must be silenced, only one earbud should be worn. Large headphones (ex. Beats) are not allowed from the time a student enters the building for school until 2:25 p.m.

Distracting behavior that creates an unsafe environment will not be tolerated. Students are prohibited from the following:

- Using an electronic device to capture, record or transmit words, audio and/or images (i.e. pictures/video) of any student, staff member or other person in the school or while attending a school related activity, without express prior notice and explicit consent for the capture, recording or transmission of such words or images.
- Using an electronic device in any way that may reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed or intimidated.
- Using an electronic device, including but not limited to those with cameras, at any time during the school day where a reasonable expectation of personal privacy exists. These locations include, but are not limited to, locker rooms, shower facilities, restrooms and any other area where students or others may change clothes or be in any stage of disrobing.

Charging Stations will be placed throughout Whitmer for students to charge their personal devices. Students must monitor their device while using the Charging Stations, as Whitmer High School and Washington Local Schools assume no responsibility for theft, loss, damage or vandalism to electronic devices.

Electronic Devices may be used for educational and instructional purposes in the classroom ONLY with teacher permission and supervision. Teachers may permit student use of electronic devices in their classrooms as they feel it is appropriate for educational use. Students will be expected to follow the electronic policy established in each classroom. Any student who does not follow the classroom policy may receive consequences.

Consequences for violating the electronics policy will result in confiscation of the device (will be returned at the end of the day) along with the following possibilities:

- Parent Pick-Up, After School Detention, Tuesday School, IRP (In-School Suspension), Out of School Suspension or Expulsion based on the severity of the offense. Repeat offenders will be dealt with using a progressive discipline approach.

Please note – Any violation that is deemed illegal will also be referred to law enforcement (i.e. child pornography). In addition, violations that are more severe may result in an immediate out of school suspension.

Students are solely responsible for the care and security of their electronic device. Whitmer High School and Washington Local Schools assume no responsibility for theft, loss, damage or vandalism to electronic devices brought on its property, or the unauthorized use of such devices.

Students who take unauthorized pictures or videos of other students are subject to possible disciplinary consequences.

Emergency Drills

Regular drills for fire, tornado, lockdown, and evacuation are practiced throughout the school year, so that students and staff members are prepared, if there is ever an emergency. **Students not following the directions or procedures during a drill, or real emergency, are subject to disciplinary consequences.** Drill directions and exit routes should be posted in each classroom.

Emergency Notification

School emergencies will be announced on school messenger, social media, local radio and television stations. Please do not call the schools or Central Office, as we will need all lines open to communicate with local emergency officials.

Fees

<u>CTC PROGRAM COURSE</u>	<u>Fee</u>	<u>CTC PROGRAM COURSE</u>	<u>Fee</u>
Advanced Studio Production	\$15	Introduction to Automotive Technology	\$12
Auto Maintenance	\$30	Introduction to Computer Networking	\$7
Automotive Technology I	\$65	Introduction to Construction	\$30
Automotive Technology II	\$65	Introduction to Cosmetology	\$15
Broadcast Journalism	\$15	Introduction to Criminal Justice	\$5
Civil Engineering & Architecture	\$15	Introduction to Culinary Arts	\$15
Computer Networking Technology I	\$20	Introduction to Digital Graphic Design	\$25
Computer Networking Technology II	\$20	Introduction to Engineering Design	\$15
Construction Technology I	\$180	Introduction to Media Arts	\$15
Construction Technology II	\$30	Introduction to Teaching Professions	\$10
Correctional System and Services	\$5	Introduction to Welding	\$30
Cosmetology I	\$216	Medical Assisting Skills I	\$35
Cosmetology II	\$120	Medical Assisting Skills II	\$25
Criminal Investigation	\$80	Medical Technology I - Patient Care	\$50
Criminal Justice Honors	\$5	Medical Technology II	\$18
Criminal Justice Capstone	\$5	Medical Terminology	\$20
Culinary Arts I	\$50	Motion Graphics	\$15
Culinary Arts II	\$50	Patient Technician Skills	\$20
Digital Electronics	\$15	Policing and Public Safety	\$120
Digital Graphic Design I	\$35	Principles of Engineering	\$15
Digital Graphic Design II	\$35	Small Engine Repair	\$15
Emergency Medical Technician	\$30	Teaching Professions I	\$20
Engineering Design & Development	\$50	Teaching Professions II	\$43
Exploring the World of Healthcare	\$10	Video Broadcasting	\$15
Homeland Security	\$20	Welding I	\$110
		Welding II	\$40

<u>WHITMER COURSES</u>	<u>Fee</u>	<u>WHITMER COURSES</u>	<u>Fee</u>
Advanced Art 2D	\$25	Environmental science	\$10
Advanced Art 3D	\$25	Fabric Art	\$30
Anatomy and Physiology	\$14	First Aid	\$12
Anatomy and Physiology Honors	\$14	Food & Fitness	\$5
Anatomy and Physiology MT	\$14	French I	\$7
AP chemistry	\$20	French II	\$7
AP German	\$7	French III	\$7
AP Spanish	\$7	French IV	\$7
Art for Seniors	\$30	General Physical Science	\$10
Art Foundations 2D	\$25	General Physical Science Inclusion	\$10
Art Foundations 3D	\$25	General Physical Science Resource	\$10
Biology I	\$12	German I	\$7
Biology I honors	\$15	German II	\$7
Biology I inclusion	\$12	German III	\$7
Biology I Resource	\$12	Health	\$1
Biology II	\$15	Marching Band/Fall Concert Band	\$8
Biology II inclusion	\$15	Orchestra	\$5
Biology II Resource	\$15	Painting I&II	\$30
Ceramics I&II	\$30	Photography I&II	\$35
Chemistry	\$15	Physical Geology	\$8
Chemistry honors	\$15	Physics	\$12
Chorale	\$8	Physics Honors	\$12
Computer Art I &II	\$30	Portfolio Development	\$30
Concert Choir	\$8	Printmaking I&II	\$30
Drawing I&II	\$30	Sculpture	\$30
English 12	\$6	Spanish I	\$7
English 9-11	\$5	Spanish II	\$7
		Spanish III	\$7

Financial Assistance

Financial assistance is available, through the free and reduced lunch program as long as the “financial need” criteria are met. Any student who has financial need may pick up an application in the Principal’s Office. (CTC courses are not eligible for this assistance.) This process can also be completed online.

Field Trips

A field trip is educational experience outside the classroom designed to supplement the activity of the classroom. Students are required to follow all rules and regulations of the Student Code of Conduct regardless of how far the

field trip may be from the school. Students must comply with and understand the following field trip procedure:

- A field trip is part of the school day regardless of when it happens or where it happens.
- Parent permission must be given on the student verification form.
- Students are not permitted to drive to any field trip.
- A teacher has the right not to take any student on a field trip if they feel the behavior of the student is detrimental to the intent of the trip.
- If a student leaves with the class they must return with the class. Field trips are intended to be educational.

Hallway Conduct

While in the hallways of Whitmer High School, students will be expected to do the following:

- Students will keep their hands to themselves.
- Students will use a conversational voice and polite language.
- Public display of affections (PDA) is limited to hand-holding and hugging.
- Students will throw all trash in the garbage container and recycle when appropriate.
- Students must clean or report all spills to an adult.
- Students will walk, stay to the right, and keep moving at all times.
- Students will wear only one ear bud and no audible music is allowed.
- Students will report bullying to an adult.

Hall Passes

- Except during class changes, students in the hallway are required to have a documented, current pass with them at all times that is signed by a school authority.
- Students are not to be late to a class for reasons such as making up class work, lab work, or food sales, unless they have prior permission from all regularly scheduled classroom teachers.
- Being in the hall without a pass may result in a disciplinary consequence.

ID Cards

Students are required to have and display a school issued ID card with them at all times. Students need their student ID to ride the bus, late bus, attend athletic events and to attend dances. If this ID is lost or misplaced, the student must assume responsibility, and the expense of replacing the card. Two dollars must be paid to the school cashier, in the Athletic/ Activities Office, before the library will replace the ID card.

Library and Paul Zielinski Science Resource Center

Libby Ziegler Teacher/Librarian (419) 473-8366 Melissa Begin Library Media Clerk (419) 473-8366

The Whitmer Library/ZSRC is available for reading, study, research, and computer use. Students will become acquainted with the facility and its resources through Freshman English classes. The library staff is always happy to help students with their reading and research needs. Guidelines are as follows:

- Library hours are from 7:00 a.m. to 3:00 p.m. When Panther + homework help is in session, the Library is open until 3:30.
- A pass is needed when coming to the Library during class time.
- Students must sign in at the desk when coming in from a class, during lunch, and before or after school.
- Students must present a Whitmer ID when checking out materials.
- Books and magazines are loaned for 3 weeks. Renewals may be made on or before the due date. Fines are five cents per day on overdue material.
- A reminder is sent when materials are overdue.
- If a book or magazine is lost, the library should be notified at once, and the fine will be stopped. The student must pay the fine in addition to the replacement cost of the material.
- No food or drink is permitted.
- Printing from computers is limited to 5 color and 10 black and white pages at one time.
- Students may use the library during their lunch hour instead of going to the cafeteria. A pass is not needed at that time. Students must sign in when the period begins and stay the entire time – no food allowed.
- The Library has a school store. Pens, pencils, paper, notebooks, and earbuds can be purchased.

Lockers

Lockers are the property of the Board of Education. The locker and contents are subject to random searches, at any time. Each locker has a combination lock. The office can change the combination, if a problem exists. A student ID is required to receive locker information, or assistance for locker entry. Key-type padlocks, or bicycle locks, are prohibited. If the combination is not on file, or in an emergency situation, the lock will be cut off.

The following guidelines for lockers should be followed:

- Do not share your locker combination with any other student. Only one student is assigned per locker. Students are encouraged to keep their lockers closed and locked at all times.
- Keep your locker neat
- Students are responsible for the upkeep of their assigned locker. Students are not permitted to write, scratch, or use contact paper, or stickers, in decorating their locker. Cost of cleaning and/or repairing a locker will be assessed to a student if damage occurs as a result of student misuse and/or abuse.
- Do not hit or kick your locker. If the locker will not open, please see the Athletics and Activities Office for assistance.

Lost & Found

If you find something that does not belong to you, please give the item to one of your teachers. Lost and found items are placed in the lost and found in the cafeteria. At the end of each semester, unclaimed items are donated to the WLS Clothing Closet.

Make Up Work

See Board Policy 5200

School Delays and Cancellations

School closings and delays will be announced on social media, local radio and television stations. Decisions to close/delay the schools are usually announced between 5:30 and 6:30 AM. Please do not call the schools or Central Office. You may receive updates by calling the Weather Hotline, (419)473-8499.

School Nurse

The School Nurse (Julie Worstell, RN, M. Ed.) is in the nurse's office M-F during school hours. The nurse should be made aware of any changes in your child's health by contacting Mrs. Worstell at 419-473-8330 or at jworstell@wls4kids.org. In addition, please remember to update information in Infosnap to reflect changes to your child's medical or contact information.

- **Nurse's early excusal**

Students must come to the nurse's office with a pass, from their teacher, to evaluate their illness before an early excusal will be written. Failure to follow this procedure may result in disciplinary action through the deans. (Students aren't permitted to go home for illness before they are seen and evaluated by the nurse). Please note that the nurse can only release students to persons that are designated as emergency contacts in Infosnap.

- **Medication**

If it is necessary for your child to take over the counter or prescribed medication during school hours, a medication administration form must be completed by the physician and parents. This form can be obtained from the nurse's office or online from the Whitmer web site. Staff are not permitted to administer any type of medication (including over the counter medications) without this completed form. In addition, students are not permitted to carry medication with the exception of physician prescribed inhalers and epipens. Any other medications need to be transported to and from school by a parent, and must be received in the original labeled bottle from the pharmacy.

- **Allergies/Asthma**

The school should be made aware if your child has severe allergies or asthma. For students with severe allergies, an allergy action plan should be completed by your child's physician. With physician authorization, students are permitted to carry inhalers and epipens, but a backup dose of an epipen must be brought for the nurse's office.

- **Physician notes**

A doctor's note is required for students requesting extra time to travel in between classes due to an injury or illness, as well as to carry and ingest snacks or drinks other than water throughout the day.

- **Elevator Keys**

Elevator keys are available through the nurse's office for student use with a physician note. A refundable cash deposit is required when keys are issued to the student.

- **Physical education (PE) excuses**

Excuses from PE are processed by the school nurse in cooperation with the PE teacher, counselor, and physician.

- **Screenings**

Vision and hearing screenings will be completed for ninth and eleventh grade students per State mandate. Additional vision and hearing screenings will be done by referral to the school nurse.

- **Immunizations**

The Ohio Department of Health requires all students to have a complete vaccination record on file within 14 days of attendance. All juniors are required to have the meningitis vaccine or its booster before the start of their senior year. If you have any questions regarding immunizations, please contact the School Nurse.

School Records

Student Cumulative Record Files (CRF) are maintained in the Counseling Center. With advanced notice, students who are 18 years old and/or parents may review the CRF.

Search and Seizures

See Board Policy 5331

Student lockers, desks, cabinets, and similar property are the property of the Washington Local Board of Education provided to students as a convenience for their use. Lockers and other such property carry no expectation of privacy for the students who occupy them. School lockers, desks, cabinets, etc. and their contents are subject to search by school authorities at any time and without warning.

Student Parking

Parking on Washington Local property is a privilege, not a right. The school reserves the right to search vehicles parked on school property. The areas designated for student parking are the parking lots across from Washington and Jefferson Junior Highs, on Whitmer Drive. Bicycles should be securely locked in the bike racks provided. Skateboard racks are available for use in the Principal's office (main building) and the Director's office. The District shall not be responsible for motor vehicles or contents which are lost, stolen or damaged, or theft of, or damage to bikes. All vehicles parked on school grounds must be registered with the Assistance and Resource Center.

- All registered vehicles must display a current permit from the rear view mirror. Passes should only be hanging while parked in the student parking lot.
- Passes should be purchased before the first Friday in September. Passes are available for purchase through the Assistance and Resource Center.
- All new vehicles (drivers) are required to purchase their pass prior to driving to school.
- All students must park in areas designated for student parking from 7:00 a.m. until 3:15 p.m.
- The parking spaces along Clegg Drive, Edgar Drive, CTC parking lot, and the parking lot between the field house and the bleachers are designated as Staff Parking. Improper student parking will result in disciplinary action, forfeiture of parking permit, and possible booting/towing of the student's motor vehicle at the student's expense.
- Passes are not transferable to other students.
- Unsafe operation of any motor vehicle on or near school property may result in immediate forfeiture of student's parking privileges and may also result in the arrest of the offender(s).
- Parking permits will cost \$10.00 if purchased during the first semester and \$5 if purchased during the second semester.
- The Security and Safety Department and the Criminal Justice program will monitor student parking.

Parking violations can include:

- After School Detention (2:35 pm – 3:35 pm)
- Tuesday School (2:35 pm – 5:10 pm)

- Loss of parking privilege for the remainder of semester and must apply for a new permit

Student Record “Directory Information”

Ohio law provides for the release of “directory information”: without the consent of the parent; or, if the student is eighteen (18) years of age or older, the written consent of the student. “Directory information” includes the following: a student’s name; address; telephone number; date and place of birth; photograph; major field of study; participation in officially-recognized activities and sports; height and weight, if a member of an athletic team; dates of attendance; date of graduation; awards received, honor rolls, or scholarships.

The District will make “directory information” available upon a legitimate request unless a parent, guardian, or adult student notifies the school in writing within five days from the date of this notification that he/she will not permit distribution of any or all such information. Contact the building principal or Counseling Center for this request.

Surveillance Cameras

For student safety and welfare, video surveillance cameras are placed throughout the building and school grounds and on buses. Actions recorded on these cameras may be used as evidence in disciplinary action. Any attempt to damage or interfere with the function of these devices will result in disciplinary action by the school and possible referral to local law enforcement agencies.

Textbooks

Student textbooks are to be covered and cared for at all times. Students are responsible for excessive wear or damage and will be charged for it. Report book damage, that you see, when a book is first issued to you.

Visitors

Visitors must report to the main office to obtain permission to visit the building, contact students or speak with school personnel. Students from other schools are not permitted to visit without prior arrangement made with a staff member.

Withdrawal from School

Per state of Ohio Law, students under the age of eighteen are expected to attend school until they graduate. If you have questions concerning withdrawals, call 419-473-8402. Transcripts will not be released if a student has outstanding fees or debts.

Work Permits

- The State of Ohio requires all students under the age of 18 to have a work permit in order to be employed. Applications for permits can be obtained on the WLS website and in the Principal’s Office.
- Students seeking to obtain a work permit must be enrolled and attending school.
- We reserve the right to deny permits to minors who have been expelled, have withdrawn, or are not in regular attendance.
- We reserve the right to revoke a work permit for students who become expelled, withdraw, or cease to attend school regularly.
- Whitmer High School will issue work permits for currently enrolled Washington Local students who are working in Ohio.
- Students who obtain employment in another state, like Michigan, must obtain a workers permit through the local school district in the state where their employer is located.
- Proof of age requirement – All WLS students have their birth certificate in their cumulative record file and therefore are not required to provide additional proofs of age.
- Physician’s Certificate for Minor Work Permit – required by the State of Ohio
- If a student has a sports’ physical on file in the Athletics’ Office and it is dated within one year it will be accepted for the work permit applications
- Completed work permit applications that are received in the office by 10:30 a.m. will be available for pick-up after 1:00 p.m. the same day. Work permit applications turned in after 10:30 a.m. will be available for pick-up after 8:30 a.m. the next business day.
- Student workers are responsible for planning ahead and turning in all required application paperwork in a timely fashion in order to obtain their work permit by their employer’s deadline.

ACADEMICS

*Alphabetical by topic

Academic Honesty

Students in Washington Local Schools are expected to pursue their academic goals with honesty and integrity. Plagiarism, cheating, and other unethical academic practices will not be tolerated. Students who participate in unethical academic practices are subject to disciplinary and/or academic consequences.

Academic Honor Roll

To be on the Honor Roll you need a 3.0 average and cannot have any D's, F's, U's or I's. We have three (3) honor rolls to recognize student achievement:

Whitmer	
Merit	GPA 3.0-3.499
Cum Laude	GPA 3.5-3.7499
Summa Cum Laude	GPA 3.7499-3.999
Magna Cum Laude	GPA 4.0 and above

College Credit Plus (CCP)

(See board policy 2271)

The College Credit Plus program in Ohio is designed to allow students (grades 7-12) the opportunity to earn college and high school credit concurrently. CCP's goal is to provide additional opportunities for high school students to experience course work at the college or university level.

The parent/guardian and student must receive counseling/attend a meeting which explains the program and sign a letter of intent to participate in the CCP program by April 1st of each year. Students and their families are required to apply to the university. Once accepted, the student will complete the steps to register for classes. Transportation to the college or university is not provided by Washington Local Schools.

Students participating in the College Credit Plus program (CCP) will be eligible to receive secondary credit for completing any of these programs. To be eligible, students must be in seventh, eighth, ninth, tenth, eleventh, or twelfth grade and achieve "remediation free" status on an assessment or meet alternative criteria under the law in order to be admitted to a college or university.

If a student participating in CCP A) fails to maintain a grade point average of 2.0 or higher in the college courses taken through CCP, or B) withdraws from, or receives no credit for two (2) or more courses in the same term, the student will be considered an "underperforming student." If a student maintains underperforming student status for two (2) consecutive terms of enrollment, the student will be deemed "ineligible."

Immediately after determining a student has obtained underperforming student status, the student will be placed on probation with the CCP program. The underperforming student, his/her parents, and the college(s) will be notified. The underperforming student and his/her parents shall also be notified of the following requirements for continued participation in CCP while on probation:

- A. The student shall only enroll in one college course during any term.
- B. The student shall refrain from enrolling in a college course in the same subject as a college course in which the student earned a grade of "D" or "F" or for which the student received no credit.
- C. If the student had registered for more than one college course for the next term prior to being placed on probation, the student shall request each college in which s/he is enrolled to dis-enroll the student from those courses that conflict with the terms of his/her probationary status.
 - a. If a student elects to remain enrolled in one course for the next term, s/he shall inform the college of the course in which the student would like to remain enrolled.

- b. If the student fails to dis-enroll from any courses that conflict with his/her probationary status, the student and his/her parents will be notified that the student shall assume responsibility for any and all tuition, fees, and costs for textbooks for any courses from which the student was required to dis-enroll. In this notification, the student and his/her parents shall also be advised that the student shall be deemed an ineligible student and dismissed from the program for the next term in accordance with the dismissal procedures set forth below.

D If a student takes a course after being placed on probation and such course raises the student's cumulative grade point average to 2.0 or higher in the college courses taken through the CCP, the student shall be removed from probation. The student may participate in CCP without restrictions unless s/he is declared to be an underperforming student again.

E. If a student takes a course after being placed on probation and such course does not raise the student's cumulative grade point average to 2.0 or higher in the college courses taken through CCP, the student shall be dismissed from the program in accordance with the dismissal procedures set forth below.

Dismissal

If a student is deemed ineligible to participate in CCP, s/he will be dismissed from the program, the ineligible student, his/her parents, and each college will be notified. The ineligible student and his/her parents shall also be notified that the student shall not take any college courses through the program following his/her dismissal.

If the student had registered for more than one college course for the next term prior to being dismissed from the Program, the student shall request to be removed from the program.

If the student fails to dis-enroll following his/her dismissal from the Program, the student and his/her parents will be notified that the student shall assume responsibility for any and all tuition, fees, and costs for textbooks for any courses from which the student was required to dis-enroll. In this notification, the student and his/her parents shall also be advised the student's dismissal from the Program for an additional term.

Reinstatement

Following one (1) term of dismissal, a student may submit a request to the Superintendent to be reinstated to the CCP. Summer shall only be counted as a term if the student is enrolled in one or more high school courses during the summer. Upon receipt of the reinstatement request, the student's full high school and college academic record will be reviewed to determine whether the student has achieved academic progress and whether s/he will be reinstated on probation or without restriction.

Reinstatement on Probation: In order to be reinstated to CCP on probation, the student must meet the following academic progress criteria:

- A. Limited to one (1) CCCP course if their cumulative GPA is below 3.0.
- B. Passing performances in all classes.

Reinstatement without Restriction: In order to be reinstated without any restrictions, the student must meet the following academic progress criteria:

- A. Passing performances in all classes.
- B. In good standing for all graduation requirements including end of course exam points and grade level credits.
- C. Cumulative GPA is 3.0 or higher in all classes.

If the student fails to demonstrate academic progress as defined above, the dismissal may extend/continue for an additional term(s). During the dismissal period, the student shall remain ineligible to participate in CCP until academic progress is achieved.

Appeals

Any student who is dismissed from CCP or prohibited from taking a course in which the student earned a grade of "D" or "F" or for which the student received no credit, may appeal the decision. The appeal must be filed within five (5) business days after the student is notified of the dismissal or prohibition against taking a course.

When reviewing a student's appeal, the Superintendent shall consider any extenuating circumstances separate from the student's academic performance that may have affected or otherwise impacted the student's status in CCP. After considering such information, the Superintendent may:

- A. allow the student to participate in the Program without restrictions;
- B. allow the student to take a course in which the student earned a grade of "D" or "F" or for which the student received no credit;
- C. allow the student to participate in the Program on probation; or
- D. maintain the student's dismissal from the Program.

The Superintendent shall issue a decision on the student's appeal within ten (10) business days after the date the appeal is filed. The Superintendent's decision shall be final, and s/he shall immediately provide notification of the decision to each of the colleges or university in which the student is enrolled.

- A. If the Superintendent decides to continue the student's dismissal from CCP, and the student is enrolled in a college or university, the college/university shall permit the student to withdraw from all courses in which the student is enrolled without penalty. The Board shall not be required to pay for such courses.
- B. If the Superintendent fails to issue a timely decision after the date the appeal is made, and the student is enrolled in a college or university, the college/university shall permit the student to withdraw from all courses in which the student is enrolled without penalty. If the decision is issued after the college or university's no-fault withdrawal date, the Board shall be required to pay for such courses.

Grading System

Report cards are mailed home four times a year. A mid-term report is sent home prior to the end of the fifth week of the grading period if the student is earning a letter grade of a C, D or F. Students are encouraged to ask questions and seek extra help if needed. Parents are encouraged to email the teachers or call the counselor to set up a teacher conference if they have questions.

If you have had an extended illness, you may be given an "I" (Incomplete). The "I" must be made up by the end of the quarter. The "I" will become an "F" if the work is not completed in the allotted time frame.

GRADING SCALE AND WEIGHTED GRADES
(Board Adopted Grading Scale – 10 – Point Grading Scale)

<u>% Grade Points</u>	<u>Letter Grade</u>	<u>Quality Points</u>	<u>Honors Quality Points</u>	<u>AP Quality</u>
93 – 100	A	4.0	4.5	5.0
90 – 92	A-	3.7	4.2	4.7
87 – 89	B+	3.3	3.8	4.3
83 – 86	B	3.0	3.5	4.0
80 – 82	B-	2.7	3.2	3.7
77 – 79	C+	2.3	2.8	3.3
73 - 76	C	2.0	2.5	3.0
70 – 72	C-	1.7	2.2	2.7
67 – 69	D+	1.3	1.8	2.3
63 – 66	D	1.0	1.5	2.0
60 – 62	D-	0.7	1.2	1.7
0 – 59	F	0	0	0

Homework

See Board Policy 2330

Senior Capstone

The Whitmer English Capstone project, aligned to Ohio Department of Education’s Capstone requirements, is an action research activity that encourages discovery, exploration, and participation. It also serves as your senior defense, a vindication that you have met all the requirements in your four years of English Language Arts to graduate from Whitmer High School.

According to the Ohio Department of Education, “a successful capstone project should justify that a student is well prepared for future success in the workplace, college, the military or another self-supporting vocation. By completing a capstone project, a student will demonstrate a mix of the foundational knowledge, social and emotional skills and leadership and reasoning abilities, as well as show his or her readiness to transition to an identified next step after high school.”

Students completing The Whitmer English Capstone project will:

- 1. Develop a proposal** that clearly outlines the project plan and action steps – the who, what, when, why, where and how –the student will follow to complete the proposed project. The proposal should be a formal document, signed by the student, parent or caregiver, and capstone mentor(s) who will serve as the guide for the student’s capstone project.
- 2. Organize and complete an anchor experience** that is a student-directed, authentic learning experience that merges the student’s passions, creativity and future career interests with the knowledge and skills the student gained in high school or elsewhere. The experience should be rigorous enough to address the capstone focus statement through experiential learning the student designs. Examples include a semester-long public service project; an internship with a business aligned to a student’s career interest; an in-depth research project that builds on the student’s particular interest; a substantial compilation of student-created works or demonstrations of art, creative writing, computer programming, videography, musical composition or other skills; or a campaign for a particular cause the student is passionate about.
- 3. Craft and Present** to a panel a summary of the capstone project, lessons he or she learned, and implications for post-high school actions to the school and/or local community. The student should be able to respond to questions from the panel. To do the presentation, the student should use digital presentation tools, a student-developed website, a student-produced video or podcast, or other technology-based tools and resources.

4. Organize a culminating portfolio of work evaluation based on the following:

1. Competencies shown in:

- Research and writing;
- Mathematical skills and knowledge;
- Technology skills and knowledge;
- Problem-solving and critical thinking;
- Innovation and creativity;
- Capstone cohesiveness; and
- The demonstration of three student-identified competencies outlined in the project proposal.

2. Self-Evaluation:

- Provide a self-evaluation of their project in a reflection writing

Testing

It is important for all students to understand that during any testing session, they are responsible for not sharing any information from the test with anyone outside of the testing room. Also, any use of an electronic device during a test administration is a security violation and may be punishable by having their device handed over to the teacher/test administrator and their test invalidated. For further questions regarding test security, please see your building principal.

STUDENT CODE OF CONDUCT

Below are examples of violations and are not intended to be exclusive. Offenses may/will result in one or more of the following: After School Detention, Tuesday School, IRP, Out-of-School Suspension, and/or loss of school privileges (e.g. dances and school assemblies).

- Being in another building on campus unauthorized
- Being in halls and restrooms during class time without permission
- Bullying
- Class tardiness
- Disrespectful/defiant and/or insubordinate (severe cases may result in suspension)
- Disruption of education
- Dress and appearance that presents health or safety problems or causes disruption or distraction
- Excessive show of affection: Any excessive show of affection between couples that attracts attention shall be considered in poor taste and is prohibited. This will include close body contact, hugging, kissing and like action.
- General misconduct on school property
- Illegal parking on school property and traffic violations
- Leaving classroom and/or building without permission
- Misuse of school computers
- No ID card
- Safety violations in classroom and labs
- Skipping a class
- Throwing food, leaving trays and debris in the cafeteria or other areas of school
- Truancy
- Verbal harassment; and/or vulgar language
- Violation of school/classroom rules

Severe Code of Conduct Violations

The following are examples of severe conduct violations. Lists of specific offenses following each category are not intended to be exclusive, but are intended to illustrate the types of offenses encompassed in the category.

Aggressive Behavior

Aggressive Behavior is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well-being. This type of behavior is a form of intimidation and harassment, although it need not be based on any of the legally protected characteristics, such as sex, race, color,

national origin, marital status, or disability. It would include, but not be limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name-calling, taunting, making threats, and hazing.

Assault and Fighting on School Property or at School Sponsored Events

See Board Policy 5501

- Physical threat or violence to persons including posturing, striking, kicking, pushing or threatening with any weapon (including fists).
- Harassment – verbal and/or physical.

Administrative Investigation of Possible Bullying Incident Form

This form is designed to assist building administrators (or their designee) in complying with WLS Board policy on bullying. It leads the administrator through an investigative process for the purpose of making a determination of whether or not an incident constitutes bullying. It also documents interventions selected and parent contacts made.

Bullying - Student Procedure

See Board Policy 5517.07

With increased awareness and reporting of school violence and bullying behavior, state legislatures have responded by mandating that school officials adopt policy and procedural steps to address this problem. Forty-nine of the fifty states have statutes addressing bullying in schools. Ohio is one of many states that has developed a model policy for schools, and requires that each school board develop and adopt an official board policy on bullying. Washington Local Schools has complied with this requirement through Policy 5517.01 – BULLYING AND OTHER FORMS OF AGGRESSIVE BEHAVIOR adopted on 3/19/08. Our policy aligns with the Ohio model policy and meets all requirements determined by the Ohio Revised Code.

Policy requirements include:

- A definition of bullying.
- Defined reporting procedures for parents, students, and staff members of incidents that are suspected to constitute bullying, harassment, or intimidation.
- Requirement that school employees must report to their building administrator or the superintendent any situation that they believe to be aggressive behavior directed toward a student.
- Requirement that school administrators must:
 - Promptly investigate complaints about aggressive behavior that may violate this Policy.
 - Prepare a written report of their investigation.
 - Report to parents of perpetrators their investigation findings in writing along with notice of any disciplinary action taken.
 - Report to parents, of targeted student outcomes, of their investigation of aggressive acts toward their child.
- When the investigation finds an instance of harassment, intimidation, or bullying has occurred, a requirement that it will result in prompt and appropriate remedial and/or disciplinary action.
- Requirement that the district administration semiannually provide the president of the WLS Board a written summary of all reported incidents and post the summary on the WLS web site.

Bullying, Harassment, or Intimidation

Any intentional written, verbal, graphic, or physical act that a student or group of students exhibits toward another particular student(s) more than once and the behavior both causes mental or physical harm to the other student(s) and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s).

Burglary and Theft

See Board Policy 5501

- Burglary – unauthorized entry to school premises and the removal of school or personal property.
- Robbery – Theft of property by force or threat of force.
- Larceny – theft of school property or personal property.
- Extortion, Blackmail, or Coercion – obtaining money or property by violence or threat of violence or forcing another to do something against his/her will by force or threat of force.

Bus Misconduct

See Board Policy 3327.014

Student misbehavior on bus presents a significant safety concern for both riders and the driver. Common misbehaviors include student harassment, loud or unnecessary distractions, seat hopping, tossing of objects and generally distracting behavior that could pose a safety threat to those onboard. Bus misbehavior is turned over to building administrators to determine appropriate disciplinary consequences ranging from warnings to suspension of bus riding privileges for the remainder of the year.

Cyberbullying

Cyberbullying is electronically transmitted acts (i.e., internet, email, cellular telephone, personal digital assistant (PDA), or wireless hand-held device) that a student(s) or a group of students exhibits toward another particular student(s) more than once and the behavior both causes mental and physical harm to the other student and is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other students(s).

Damage/Destruction of School Property

See Board Policy 5513

- Mischievous Behavior – unintentional destruction of school or personal property resulting from mischievous behavior.
- Vandalism – intentional destruction of school or personal property such as writing on buildings, walls, breaking windows, driving on lawn.

Disrespect/Disregard of Directions of School Personnel

See Board Policy 5501

- Any verbal or written disrespect or obscene gestures
- Failure to obey lawful instructions of school district personnel.
- Refusal to identify self upon request to proper school authorities on the school property or at school sponsored events.

Disruption of School

See Board Policy 5501

- Arson – intentional setting of fire to school, or personal property, including property of the student on school premises.
- False Fire Alarm – causing the evacuation of school by activating the fire alarm.
- Interference with School Authorities – interfering with administrators, teachers or other school personnel by force of violence.
- Intimidation of School Authorities – interference with administrators, teachers, or other school personnel by intimidation with threat of force or violence.
- Unauthorized assemblies or student demonstration.

Diversity

Washington Local Schools has a multicultural environment. The student body, faculty, and staff represent many different backgrounds in race, ethnic groups, and religion. All are welcome and bring a cultural-diversity to the school. It is expected that all will make positive contributions to the school community. Harassment based upon race, ethnic, religious or cultural background will not be tolerated and appropriate disciplinary steps will be taken through the implementation of the code of student conduct.

Dress & Appearance

See Board Policy 5511

Dress Expectations – Students are to dress at all times with a sense of good taste, to be appropriately covered, so as not to cause disruption to the educational process. A student whose dress goes beyond the bounds of good taste and is judged by school personnel to be inappropriate, offensive, and/or educationally disruptive will be reprimanded, receive behavior consequences and/or be required to immediately change apparel.

Clothing may not

- Have any sexual or sexually suggestive reference including hidden or double meaning.
- Depict drugs, alcohol, tobacco or illegal items.
- Depict any illegal, violent, dangerous or gang activity.
- Depict, or refer to, obscenity or profanity.
- Discriminate/demean/put down other people (on issues such as race, color, religion, gender, national origin, sexual orientation or disability).

Clothing

- Tops must have sleeves.
- Must have a neckline that does not show cleavage.
- No undergarments should be visible.
- All tops must be long enough, so that no midsection shows.

Headwear

No visible headwear, including hats, hoods, bandanas, knit caps, or scarves are allowed from the time students enter the building until the end of the school day, unless for religious reasons.

Other Dress Code Requirements

- Students must follow the dress requirements provided by the Physical Education Department.
- Chains are not permitted. Additionally, chains are not to be worn as choker collars or belts. Safety pins and spiked jewelry are not allowed to be worn at school.

Possession, Sale and/or Use of Narcotics, Alcohol and Other Dangerous Drugs

See Board Policy 5530

- Alcoholic Beverage – possession, use, sale or being under the influence of alcohol on school property or at school sponsored events. Being under the influence is understood to include the prevalent odor of alcohol.
- Narcotics, Illegal Drugs, Mind-Altering Substances and Other Dangerous Drugs – possession, sale, or use of the above, except when used as prescribed by a physician, on school property or at school sponsored events.
- School authorities will confiscate drugs, alcohol, and drug paraphernalia.

Smoking/Possession of Tobacco Products

See Board Policy 5501

Smoking, holding or passing a cigarette on school property, chewing and/or possession of any tobacco product or alternative nicotine products, including e-cigarettes and Vapes, on school property results in the following disciplinary action:

Consequences for Smoking/Possession of Tobacco Products:

- **1st Offense:** Students will be assigned to a Tobacco Prevention program. Failure to attend the program will result in suspension.
- **2nd Offense:** 2 days of IRP, with the possibility of a ticket issued (Ohio School Law 9.63.2) for students under the age of 18.
- **3rd Offense:** 2 days out of school suspension, with the possibility of a ticket issued (Ohio School Law 9.63.2) for students under the age of 18.

Student Hazing

See Board Policy 5516

Hazing activities of any type shall be prohibited at all times in school facilities, on school property, and at any school-sponsored events. No employee of the school district shall encourage, permit, condone, or tolerate any hazing activities. No student, including leaders of student organizations, shall plan, encourage, or engage in any hazing.

- Hazing is understood to mean any act or coercing another, including the victim, to do any act of intimidation to any student or other organization that causes or creates a substantial risk of causing mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.

- All employees or the school district shall be particularly alert to possible situations, circumstances, or events which might include hazing. If hazing or planned hazing is discovered, it shall be reported immediately to the building principal/supervisor, who will then notify the Superintendent.
- Employees and/or students who fail to abide by this policy may be liable for civil and criminal penalties in accordance with Ohio law.

Technology Misuse

See Board Policy 5514

Student access to and use of the Network (computers, District Intranet, electronic mail, electronic bulletin boards, and information sharing) and the Internet is a privilege intended for educational purposes. This access is intended to assist in collaboration and exchange of information, facilitate personal growth in the use of technology, and enhance information-gathering and communication skills. The District has implemented technology protection measures which block/filter Internet access to inappropriate displays.

District protection/safety software and/or hardware will be utilized to:

- Monitor online student activity
- Restrict student access to material that is obscene, objectionable, inappropriate, or harmful to minors
- Prohibit unauthorized access (hacking) and other unlawful activities by students
- Prohibit disclosure of personal identification information of minors

Misuse by students shall include but not be limited to:

- Copyright infringement
- Deletion of computer files
- Disrupting Network operation through abuse of hard or software
- Improper or inappropriate use of computers including, but not limited to, accessing information unrelated to school purposes or activities.
- Intentionally seeking information on other users.
- Knowingly introducing computer viruses.
- Malicious use of Network or Internet through hate mail, harassment, profanity, or discriminatory remarks.
- Obtaining copies of or modifying files, data, or passwords of other users.
- Students misrepresenting themselves or other users on the Network or Internet.
- Unauthorized copying of any hard copy material or software
- Unauthorized entry into school computers, sites, or information databases.

Any misuse of the Network or the Internet will result in suspension of privileges and/or other disciplinary action including but not limited to detention, suspension, and expulsion.

Trespassing

Unauthorized entry of school property or refusal to leave when ordered. Safe school ordinance will be invoked by administration/designee and school resource officer.

Weapons and Dangerous Instruments

See Board Policy 5772

- Firearms – possession or use of firearms or other dangerous weapons or instruments on school property or at school sponsored events.
- Stun Guns (tasers): Possession or use of stun guns (tasers) on school property or at school sponsored events.
- Explosives – possession or use on school property or at school sponsored events of explosive materials including firecrackers, caps, smoke bombs, stink bombs, or any form of firework.
- School authorities will confiscate all weapons and/or dangerous instruments.
- Knives - possession or use of knives on school property or at school sponsored events.

STUDENT CODE OF CONDUCT VIOLATION

Violation of the Code of Conduct may result in verbal or written warning or reprimand, referral to counselor or associate principal, parental contact or conference, detention, in-school reassignment, community service, exclusion from extra-curricular activities, social probation, emergency removal, referral to law enforcement agencies, suspension or expulsion.

Disciplinary Actions

Student discipline follows a progressive policy. Consequences increase with each offense. More severe consequences may be issued dependent upon the infraction. It is the intent of the progressive nature to allow for personal responsibility and self-correction by the student. The following may be assigned as a consequence when a student fails to comply with the behavioral expectations outlined in this student handbook.

- **After School Detention**
After school detention is a requirement to spend additional time after school for a student violation of the conduct code. It is held Monday thru Thursday from 2:35 pm until 3:35 pm.
- **Tuesday School**
Tuesday school is an extended detention held on Tuesdays from 2:35 pm to 5:10 pm.
- **In-School Reassignment (IRP)**
IRP is an exclusion from regular class. Students will be assigned to an alternative program by the principal or his/her designee. Teachers will provide students with academic assignments to be completed for credit. Students who serve in IRP will not be allowed to participate or attend any after school activities including sports and clubs. Students serving in IRP will be required to turn their phones into the IRP teacher. Failure to comply with this request will result in student receiving an out of school suspension. If not present on the assigned IRP day, the IRP will be served when the student returns to school.
- **Out-of-School Suspension**
Out-of-School Suspension is an exclusion from school or class assigned by the principal or his/her designee. Students will not be allowed to participate or attend any after school activities including sports and clubs for the duration of the suspension. Students are not to be on the any Washington Local School grounds while under out-of-school suspension.
- **Expulsion**
Expulsion is the exclusion of a student from the schools of this District for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in a semester or term in which the incident takes place or for one (1) year as specifically provided in this policy and the Student Code of Conduct. Only the superintendent may expel a student. A student is not to be on Washington Local School grounds or participate in school activities while under expulsion. No credit will be granted for work missed as a result of expulsion.

Due Process Rights

See Board Policy 5611

Procedural Rules/Regulations for Suspension and Expulsion

The constitutional rights of individuals assure the protections of due process of law; therefore, this system of constitutionally and legally sound procedures is developed with regard to the administration of discipline in the Washington Local School District.

- The hallmark of the exercise of disciplinary authority shall be fairness.
- Administrators and faculty members shall make every effort to resolve problems through effective utilization of school district resources in cooperation with the student and his/her parent or guardian.
- The determination of whether to impose sanctions for any conduct prescribed by this policy and the severity of such sanctions may accord due regard to the circumstances in which the violation is committed, the severity of the violation, the repetitive nature of the violation and the likelihood of danger to persons or property resulting from the violation.

Procedures for Suspension

- As soon as it is practical upon the referral of a student from class, or school-from class, or school-sponsored event, or for the commission of an offense while under the supervision of the school, for which the maximum recommendation is suspension, the principal, or his/her designee, shall hold a hearing with the student.
- As part of the hearing, the student shall be issued a notice of intention to suspend listing the violation(s) of the conduct code with which he/she is charged. The principal, or his/her designee, shall advise the students of the evidence, which supports the charge(s).
- The student shall have the right to present evidence at the hearing, which supports his/her position.
- If, as a result of the hearing, the principal or his/her designee determines that the violation(s) warrants suspension, the parent, guardian, or custodian shall be notified. The suspension shall be imposed immediately if it were judged that the student's return to class would impose a danger to him/her and others, or would be disruptive to the educational process. In other cases, suspension shall be imposed the first school day following the hearing. In cases of 18-year-old students, the parent, guardian or custodian notification is not mandatory.
- Within twenty-four hours following the hearing and notice of suspension, the principal shall notify the parent, guardian or custodian by ordinary U.S. mail and the Board Treasurer of the suspension. In cases where students are 18 years of age, notice shall be provided to the student. The notice shall include reason(s) for suspension, dates the suspension is in effect, the method of serving the suspension, and the right to appeal.
- A request for any appeal must be submitted in writing within five days after the hearing or appeal. The appeal(s) will be scheduled as soon as practical.
- At an appeal the student, parent, guardian, or custodian and representative, if any, may present written or oral statements, as they deem relevant to the fact of the offense, the surrounding circumstances, and the gravity of the sanction. They shall be permitted to review all written documents presented and to hear all verbal testimony given at an appeal, but shall have no formal right of cross-examination. A record of an appeal shall be kept by tape recording for notary's transcription at the discretion of the appeal officer.
- If, as a result of appeal, the student is reinstated or the number of days is reduced, the student will return to school under the terms set forth by the appeal officer.

Procedures for Expulsion

- A student, due to the severity of the violation of the conduct code and/or after repeated violation of the conduct code, may be suspended for a period of ten (10) days with a recommendation for expulsion.
- The superintendent shall, as soon as is practical after the imposition of a suspension with recommendation for expulsion, provide written notice of the intended expulsion, and the reason(s), by ordinary U.S. mail. The notice shall inform the student, parent, guardian, or custodian, with or without a representative, of the right to appear before the superintendent or designee to challenge his action or to otherwise explain the student's action(s). A time and place at which the hearing shall be conducted shall be specified and shall be not less than three or more than five days after the date of the written notice. The superintendent may grant a request for an extension of time provided the hearing is conducted prior to the conclusion of the ten day suspension.
- After the hearing the superintendent may expel the student not to exceed the lesser of eighty (80) days or the number of school days remaining in the school year.
- Within twenty-four (24) hours of the notice to expel, the superintendent shall notify the parent, guardian, or custodian of the student and Board Treasurer of the intent to expel (in cases of students over the age of 18, notice shall be provided to the student). This notice shall be sent by ordinary U.S. mail and shall include reason(s) for the expulsion, a statement of the right of the student, his/her parent, guardian or custodian to appeal, the right to be represented at the appeal, and to request that the appeal be held in private. The Board of Education hereby designates the Assistant Superintendent to hear expulsion appeals.
- A request for an appeal must be submitted in writing within five school days after the expulsion hearing.
- At the appeal, the student, his/her parent, guardian, or custodian and their representative, if any, may present such written or oral statements as they deem relevant to the fact of the offense, the surrounding circumstances, and the gravity of the sanction and shall be permitted to review all written documents presented and to hear all verbal testimony, but shall have not formal right of cross examination. Tape recording or notary's transcription shall keep a record of the appeal at the discretion of the appeal officer.
- If, as a result of the appeal, the student is reinstated or the number of days is reduced, the student will return to school under the terms set forth by the appeal office.
 - Home Instruction, etc.
 - Consult with the building psychologist and/or the Handicapped Child Management Coordinator
 - To develop an intervention plan designed to prevent a recurrence of the misconduct.

Possible Reduction of Expulsion Period

- The superintendent may consider the following factors on a case-by-case basis when imposing a penalty of less than a one-year expulsion for violation of this policy:

- Information contained in the student’s permanent record file.
- The student’s prior disciplinary record, and any records of behavioral problems not contained in the disciplinary record.
- The student’s response to the imposition of prior discipline or sanctions
- The seriousness of the offense and aggravating factors relating to the offense.
- Mitigating circumstances surrounding the offense.
- Probable danger posed to the health and safety of other students or employees by the student’s continued presence in school.
- Probable disruption of teaching by the student’s continued presence in school. Students may be excluded from schools of this District under this policy while the Board of Education is considering whether to request permanent expulsion, or while a request for permanent expulsion is pending.

*Admission of Student Expelled by Other Districts
See Board Policy 5111*

STUDENT ACTIVITIES CODE OF CONDUCT GRADES 7-12

See Board Policy 5610.05, 2431

Preamble

The Washington Local Schools’ extracurricular programs provide student participants with the opportunity to grow mentally, morally, physically and emotionally. The Code of Conduct policy seeks to promote and enforce compliance with rules and regulations for participation.

Students and parents/guardians will be provided with an opportunity to sign a Student Commitment Form as a reinforcement of the importance of following the Extracurricular Code of Conduct. Students who participate in extracurricular activities are held to the Code of Conduct, regardless of whether a commitment form is signed by the student and parent/guardian.

Penalties imposed under this Code of Conduct are independent of, and in addition to, any academic suspension, expulsion, or other disciplinary penalty. The terms of this Code of Conduct apply to student conduct throughout the calendar year, regardless of whether school is in session or whether a violation occurs at school or a school-related event.

Violations of this Code of Conduct by a junior high student will not be counted toward cumulative violation when the student enters Whitmer High School.

For further information please visit the OHSAA website at: <http://www.ohsaa.org/eligibility/default.asp>

Academic/Extracurricular Activities Eligibility

Junior High: Academic Requirements will be defined in club or organization constitutions; enforcement is the responsibility of the club advisor.

High School: Academic requirements will be defined in club or organization constitutions; enforcement is the responsibility of the club advisor.

Prohibitions

Student/Athletes may not:

- **Tobacco**
Possess, use, sell, or distribute tobacco products in any form including “smokeless,” e-cigarettes, or vapors.
- **Alcohol**
Possess, use, sell or distribute alcoholic beverages. This prohibition is understood to include being observed drinking, admitting to drinking, having alcohol odor detectable on breath, or being in possession of alcohol.
- **Drug and Substance Abuse**
Possess, dispense, sell, use, drugs or drug paraphernalia. This prohibition includes, but is not limited to, narcotics, inhalants, mind-altering substances, anabolic steroids, human growth hormones, and drug look-

alike substances. This prohibition does not include use of medications as prescribed for the student by a physician. The prohibition does include dispensing and/or selling prescribed drugs to other students.

- **Attendance:**

No student –athlete shall attend any party or other social gathering where underage drinking and/or drug use occurs.

Cumulative Violations

After the first violation of any prohibition under this Code of Conduct, any additional violation will be dealt with as a next-level violation, regardless of whether the additional violations involve different prohibitions. For example, if a student has violated the ban on tobacco use, and subsequently violates that ban on the use of alcohol, the penalty imposed will be that prescribed for the second violation under the alcohol abuse provisions of this Code of Conduct.

Penalties for Violations

- Parent/guardians and student participants will be notified in writing by the athletic director when violations are found to have occurred. Copies of notices will be kept on file with the athletic director.
- A student participant who is penalized for a violation of this Code of Conduct shall not be permitted to participate in any extracurricular activity during the term of the penalty.
- When a student is denied participation for a number of school days under this Code of Conduct, the student will also be denied participation during any intervening weekends, holidays, or other days when school is not in session.
- Denial of participation is for all activities if a student is involved in multiple activities simultaneously.

PENALTIES FOR TOBACCO, ALCOHOL AND OTHER DRUG ABUSE

First Violation

Student will be denied participation for the remainder of the school year in which the violation occurred. If the student found in violation agrees to have a substance abuse assessment approved by the school administration and demonstrates he/she is following program assessment and treatment recommendations, the period of time the student is denied participation may be reduced by the athletic director and /or Hearing Council.

- Regardless of participation in a substance abuse assessment or rehabilitation program, the student will be denied participation for a minimum of ten (10) days during regular season contests or during the club/activity year.
- If the violation occurs while the student is not currently participating, the student will be denied participation for ten (10) days, starting the first day of regular season, contests, ten (10) days of rehearsals, performances, competitions and events for the extracurricular activities.
- A student denied ten (10) days of participation may still actively try out for a team or event and practice. The penalty will be enforced when the athletic contest, performance, or competition begins for the next season or event.

Second Violation

Students will be denied participation in extracurricular activities for fifty percent (50%) of the regular competition season or fifty percent (50%) of the extracurricular calendar year, except as exempted under cumulative violations for junior high.

Third Violation

A junior high student will be denied participation in all extracurricular programs for the remainder of his/her junior high career. A high school student will be denied participation in all extracurricular programs for the remainder of his/her high school career.

Self-referral

If a student seeks assistance for dealing with an ongoing substance abuse problem by self-referral to a coach, advisor, counselor, and/or school administrator, and the student agrees to participate in a substance abuse assessment and rehabilitation program approved by the school administration and agrees to follow assessment/treatment recommendations, there shall be NO DENIAL of participation from extracurricular activities, unless a subsequent violation occurs. Refusal or failure to follow assessment/treatment recommendations will result in the application of the first-violation procedures.

The self-referral provision will not apply if a violation has already occurred and is then discovered as the result of investigation (active and/or ongoing) by school officials. For example, a student cannot use the self-referral

provision if an investigation has been initiated for a suspected violation. Self-referral will not apply as a means of avoiding a code violation.

Second Violations: Student will be denied participation in extracurricular activities for fifty percent (50%) of the regular competition season or fifty percent (50%) of the extracurricular calendar year from the date of the violation, except as exempted under cumulative violations for junior high.

Third Violation: A junior high student will be denied participation in all extracurricular programs for the remainder of his/her junior high career. A high school student will be denied participation in all extracurricular programs for the remainder of his/her high school career.

The student and his/her parent/guardian are responsible for any expense incurred in connection with the student's participation in any substance abuse assessment, rehabilitation, or treatment program.

General Misconduct

Coaches or advisors may suspend a student from an individual activity for behavior not conducive to good morale. Violations of particular rules such as breaking curfew, being late for meetings, practices or contests, general disrespect towards coaches or advisors, players, other students, fans, unsportsmanlike conduct, or any other behavior detrimental to the players, students or team will also be handled by the coach or advisor.

Repeat violations may result in further suspensions or denial of participation from the activity. The appropriate advisor may direct any hearing and make any determination regarding a participation penalty, unless otherwise directed by the Athletic Director. Such determinations may be appealed pursuant to the due process sections of this code.

Criminal Law Violations

Coaches or advisors will, upon consultation with the principal and athletic director, take disciplinary action in all cases of criminal law violations not previously addressed under this Code of Conduct. The disciplinary options available to coaches and advisors for students in grades 9 – 12 range from oral reprimand to a maximum penalty of denial of participation in extracurricular activities for the remainder of the student's career in this school district, as appropriate to the severity of the violation

Disciplinary Procedure

- Coaches, advisors, and the respective Hearing Council will consider the recommendation from court officials in handling civil or criminal law violations. The Hearing Council may also recommend penalties up to and including permanent denial of participation.
- The Associate Principal/Athletic Director or designee will investigate the alleged violation by contacting the student, the student's parent/guardian, and any other individuals deemed necessary. The Associate Principal/Athletic Director or designee will establish the appropriate penalty as soon as reasonably possible.
- The Associate Principal/Athletic Director shall notify the student and the student's parent (s) of alleged violation of this code. (Prohibitions)
- The student and parent/guardian will be notified in writing by the associate principal/athletic director when a violation is found to have occurred.
- The decision may be appealed by submitting written request to the respective principal and should state the exact reason the decision is being appealed within five (5) days of the date of determination of the code (SEE APPEAL PROCESS).
- The appeal will be heard by the building Hearing Council which will issue its findings to the principal. The principal will notify the student and parent guardian of the Council's decision.

Appeal Process/Due Process

- The principal will establish a date for the Appeal Hearing
- The appeal will be heard by the building principal in which all findings completed by the athletic director will be reported to the principal.

Statement of Compliance with Federal Laws

The Washington Local School District complies with federal laws which prohibit discrimination in programs and activities receiving federal assistance.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color or national origin.

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of handicap.

Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex.

The following grievance procedure is being established to specifically deal with complaints of discrimination from federal grant recipients or beneficiaries in the Washington Local School system arising from Title VI of the Civil Rights Act of 1964 which prohibits discrimination on the basis of race, color, or national origin; Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination on the basis of handicap; and Title IX of the Education Amendments of 1972 which prohibits discrimination on the basis of sex. The Board of Education shall designate a person to coordinate compliance with federal laws.

Step 1: Any student who wishes to grieve any act that is prohibited under the regulations of Title VI, Section 504, or Title IX may, within ten (10) calendar days of the alleged violation or knowledge thereof, file with the building principal a written grievance on the form provided by the superintendent's office, with a copy forwarded to the compliance coordinator of Washington Local Schools.

Step 2: The building principal will render a decision on the grievance and communicate in writing to the grievant and the compliance coordinator within ten (10) calendar days after receipt of the written grievance.

Step 3: In the event the grievance has not been satisfactorily resolved at the second step, the grievant may, within ten (10) calendar days of the principal's written decision, file a written appeal to the compliance coordinator.

Step 4: The compliance coordinator will meet with the grievant within ten (10) calendar days of receipt of the written appeal and render a decision within ten calendar days of said meeting.

Step 5: In the event the grievance has not been satisfactorily resolved at the fourth step, the grievant may, within ten (10) calendar days of the compliance coordinator's written decision, file a written appeal to the superintendent who functions as the final mediator at the local level.

Step 6: In the event the grievance has not been satisfactorily resolved at the fifth step, the grievant may appeal to the Office for Civil Rights, U.S. Department of Education, 55 Erieview Plaza, Room 300, Cleveland, Ohio 44114-1816.

The Age Discrimination Act of 1975 prohibits discrimination on the basis of age.

The Washington Local School District also complies with the Family Education Rights and Privacy Act of 1974 which grants to parents/guardians the rights to examine their children's official school records.

Inquiries regarding unlawful discrimination may be directed to Director/Human Resources, Washington Local Schools, 3505 West Lincolnshire Boulevard, Toledo, Ohio 43606, or by calling 473-8225.

Notice To Students-Provisions Guaranteed by 504 Regulations:

No one may be excluded from any course, or courses of study, on account of handicap.

Classes will be rescheduled for students with mobility impairments if the classrooms are inaccessible.

Course requirements may be modified in certain instances to ensure full participation by handicapped classrooms.

Alternate methods of testing and evaluation are available in all courses offered by the schools for students with requirements for such methods. The schools make auxiliary aides available for students with impaired sensory, manual, or speaking skills. Certain school rules and regulations may be waived if they limit the participation of handicapped students.

Career & Technology Center

Application Process

Once a student completes an application, the following information is reviewed to determine if a student is prepared to enter the two-year commitment for a career tech program:

- Attendance
- Cumulative Grade Point Average (GPA)
- Discipline Record
- On target to graduate

Only extreme circumstances will allow students to drop a program, it is a two-year commitment.

National Technical Honor Society (Criteria)

- Currently enrolled in a Whitmer Career Tech Program
- Have an accumulative GPA of 3.390
- 10 service hours are required, as well as attend the WHS Yardfest and CTC Open House
- Students must exhibit a positive image for career and technical education and promote critical workplace values including skill development, honesty, responsibility, service, citizenship, and leadership
- Students will also work on a service project partnering with the National Honor Society

Career Passport

The Career Passport is a portfolio presented to senior students who have met the established criteria for graduation. The career tech student portfolio is based on assessments of the individual's occupational skills and achievements, acquired in their career technical training. The Career Passport that the student receives upon graduating is the beginning of the documentation process for significant career achievements. The passport is designed for the student to keep up-to-date records, including a resume of their professional growth, throughout their career. Professional growth records will include future work experiences, educational activities, and other career achievements.

Career Technical Student Organization

Intra-curricular component of career-technical programs, with activities designed to support instructional objectives and attainment of academic and technical competencies, while helping students develop citizenship, interpersonal and leadership skills. All career tech program students are required to belong to a career-tech student organization.

College Credit

All Whitmer CTC programs are College Tech Prep, which means the courses have a postsecondary focus to include seamless curriculum, which makes it easier to enroll at a college or university. Students in a career-tech program have the opportunity to further their education, which could be college, adult workforce education, or apprenticeships. For more information about earning college credit for career tech programs, please review the College Credit Plus section on page 18.

Lab Fees

Due to the uniqueness of career tech, according to the law (HB-153), lab fees for a career-tech program may be charged; students are not exempt due to free or reduced lunch. These fees pay for tools, equipment, and materials that are necessary for workforce-readiness training and materials that may be retained, by the students, after course completion. Examples of items purchased with lab fees may include: workbooks, uniforms, miscellaneous supplies and items used for certification examinations

Senior Capstone Projects

Seniors, nearing the completion of 12 years of education, have taken a variety of courses, and developed a variety of skills, throughout these years. Now they have an opportunity to combine the knowledge and skills they have learned in their career tech program, and display them. Their senior project provides an opportunity for students to choose an area of interest, perform in-depth research, and demonstrate problem-solving, decision-making, and independent learning skills. It contributes to a strong senior year of challenging courses, and practical experiences, that prepare them for the next step in the workplace and lifelong education. All career tech students complete a senior project. In the spring, the top two students, from each program, will be chosen to present to teachers and business and industry members from our community.

Counseling Center

Academic Ethics

Students at Whitmer High School are expected to pursue their academic goals with honesty and integrity. Plagiarism, cheating, and other unethical academic practices will not be tolerated. Students who participate in unethical academic practices are subject to disciplinary and/or academic consequences.

Academic Letter

Students who achieve a 3.5 accumulated grade point average (GPA) after five semesters, or seven semesters, qualify for an academic letter.

Awards and Scholarships

Each year Whitmer High School will facilitate the awarding of scholarships to students who demonstrate academic ability, service to the school, good citizenship traits and financial need. A committee of faculty and administration review the applications, and award the scholarships to deserving students.

Students are encouraged to review the scholarship information on the Counseling Center website and listen for public announcements for specific information about each scholarship. These announcements usually begin in late January, early February. The recipients are announced at the Senior Assembly. Seniors must fill out the scholarship form/survey in April to verify scholarships received for recognition during Senior Assembly and graduation.

Awards Selection Process

Departmental awards selection criteria will be developed through the department presenting the award and will be made available upon request. Approved awards granted through outside sources will follow the selection criteria established by the award-granting agency.

Class Rank

A numerical rank assigned to students according to their cumulative grade point average (GPA). Academic and elective subjects are used in computing class rank. The GPA is recorded at the end of each semester and is determined by the number of credits and the grade received in each course.

College Credit Plus (CCP)

See the College Credit Plus section on page 18.

The College Credit Plus program in Ohio is designed to allow high school students the opportunity to earn college and high school credit concurrently. CCP's goal is to provide additional opportunities for high school students to experience course work at the college or university level.

The Parent/guardian must attend a mandatory meeting explaining the program held by January 31st and sign a letter of intent to participate in the CCP program by April 1st of each year. Students and their families are required to apply to the university. Once accepted, the student will complete the steps to register for classes. **Students are required to submit the university course schedule to the College and Career Counselor who will modify the student's Whitmer schedule. If a student drops or withdraws from a class at the university, the student must notify the College and Career Counselor immediately and will be placed in classes at Whitmer to maintain full time status. Students who withdraw from university courses after the 100% refund date or receive a failing grade, will be required to reimburse Washington Local Schools the university fees.** Transportation to the college or university is not provided by Washington Local Schools. **For more information, see Board policy 2271.**

The college course grade earned under College Credit Plus may earn graduation points in place of the end-of-course tests as provided here. It is important to note, while students can earn graduation points for CCP coursework in biology, all schools must administer the biology end-of-course tests to all students in order to satisfy federal testing requirements. CCP students may use their course grade OR the biology end-of-course test score to earn graduation points, whichever is higher. A student completing a CCP course in American history or American government will not need to sit for the end-of-course tests in the subject area and may earn graduation points based on the letter grade in the course. There are no CCP substitutions for mathematics or English language arts. Students may use math and English language arts CCP courses to satisfy the graduation curriculum requirements. But schools must administer the end-of-course tests to students to earn graduation points.

College/Post-Secondary Visits

Students are allowed four College/Post-Secondary visits throughout their Junior and Senior year. Students must fill out and submit a college/post-secondary form prior to their visit. Upon return, written documentation from the college/university/visit will be required for the absence to be excused and the student to make-up missed work.

Counseling Services

Students are encouraged to set up appointments to see their counselors. Parents/guardians are welcome to call during school hours for an appointment with their son or daughter's counselor. Below is a sampling of how counselors can help:

- Coping with the demands of high school
- Opportunities for involvement in school and community life
- Course selection and scheduling
- Self-Advocacy
- Management of personal concerns and relationships with others
- Management of situations which affect school performance
- Interpretation of standardized test scores
- Refer to appropriate community resources (i.e., family and/or individual counseling, medical needs).
- Career assessment and opportunities
- Completion of applications to colleges and technical schools

Credit Recovery

If approved by the board, Whitmer High School will offer fall and/or spring sessions of credit recovery using a computer-based online learning program. This program is offered at an extra cost. Registration forms can be accessed in the Counseling Center.

Diplomas

Upon meeting both credit and testing requirements identified by the state of Ohio, students will be awarded a diploma:

- **Regular Diploma**
For students who complete the required curriculum of Whitmer High School and have met the state of Ohio testing requirements.

- **Diploma with Honors for the Class of 2020**
Students who complete the high school academic curriculum shall meet at least seven of the following eight criteria:
 1. Earn four units of English
 2. Earn at least four units of mathematics, which shall include: Algebra I, Algebra II, Geometry and another higher level course of a four-year sequence of courses, which contains equivalent content
 3. Earn at least four units of science, including one unit of Physics and one unit of Chemistry
 4. Earn four units of social studies
 5. Earn either three units of one foreign language or two units each of two foreign languages
 6. Earn one unit of Fine Arts (must be music, art, or drama)
 7. Maintain an overall high school grade point average of at least 3.5, on a four-point scale, up to the last grading period of the senior year
 8. Obtain a composite score of 27 on the ACT or a composite score of 1210 on the SAT.

- **Career-Technology Diploma with Honors**
Students shall meet at least seven of the following eight criteria:
 1. English – 4 units
 2. Math – 4 units
 3. Science – 4 units including two units of advanced science
 4. Social Studies – 4 units
 5. Electives – 4 units of Career–Technical minimum. Program must lead to an industry recognized credential, apprenticeship, or be part of an articulated career pathway which leads to post-secondary credit.
 6. GPA – 3.5

7. ACT 27, SAT 1210
8. Additional Assessment – Achieve proficiency benchmark established for appropriate Ohio Career Technical Competency Assessment, or equivalent.

Early Graduation

Seniors may graduate in January and Juniors, who complete graduation requirements after the Junior year, may apply to graduate early. A parent/guardian must petition for early graduation by completing the required forms. The application must be completed by December 1st, of the graduating school year. If the application is approved, the principal or designee will notify the counselor, and the student’s name will be placed on the Early Graduation List. The student will then be eligible to participate in the commencement ceremonies at the end of the school year pending all graduation requirements are met.

Extra Help

Whitmer High School offers services to assist students who are struggling to meet credit requirements or one of the graduation pathways.

Panther + Tutoring - After school Monday through Friday from 2:30 p.m. until 3:30 p.m. Teachers provide tutoring to students in any needed subject.

Advisory Time - Students have additional time attached to their 3rd block class to focus on student based skills and to receive academic supports.

Grade Level/ Class Placement

Students will be placed in the appropriate grade level/graduating class and will advance one grade level for each year of attendance as follows:

Years of Attendance	Class Placement
Year One.....	Freshman
Year Two.....	Sophomore
Year Three.....	Junior
Year Four or More.....	Senior

Graduation

Every senior must have successfully completed all required credits, and met the academic requirements of Whitmer High School and the State of Ohio, and passed State Assessment Tests in order to graduate. Parents and students are encouraged to maintain an ongoing dialogue with their counselor to ensure preparation for graduation. Participation in Commencement Exercises – Commencement exercises will include only those students who have successfully completed requirements for graduation as certified by the high school principal. No student who has completed the requirements for graduation shall be denied a diploma as a disciplinary measure. A student may be denied participation in the ceremony of graduation when personal conduct so warrants. Participation in any senior prank is prohibited. For the purpose of this policy, prank will be defined as anything that is illegal, destructive, involves trespassing, causes a disruption of education, or has the intent to create harm or chaos. A student will be excluded from the graduation ceremony and will not be permitted to work for the school district for 5 years if found to have been involved in any senior prank vandalism activity.

Students who do not attend Senior Breakfast practice and the Senior Assembly may not be allowed to participate in commencement. Appropriate dress is expected for commencement. Graduation caps must remain free from decoration of any type. The ladies are encouraged to wear dress clothing and appropriate shoes. Gentlemen are asked to wear a shirt, tie, dark slacks, socks and shoes. Jeans, shorts and flip flops will not be permitted.

Graduation is a significant achievement for every senior and should be approached accordingly. It is important to follow directions, ask questions and assist in making the commencement ceremony a dignified occasion for everyone. Failure to comply with the aforementioned items may forfeit a student’s privilege to participate in commencement, but the student will still be able to receive his/her diploma. The diploma can be picked up in the Principal’s Office the Monday after the graduation ceremony as long as all fees have been satisfied.

Graduation Requirements Board Policy 5460

It shall be the policy of the Washington Local Board of Education to acknowledge each student’s successful completion of the instructional program of the district, as well as personal proficiency, by awarding a diploma.

Graduation Requirements for the class of 2020 and beyond

English	4 units
Health	1 unit
Mathematics	4 units
Physical Education	½ unit
Science	3 units
Social Studies	3 units
Electives	5.5 units

Which must include instruction in Economics/ Financial Literacy and 2 semesters of Fine Arts anytime during grades 7-12 Fine Arts encompass artistic works in the areas of visual arts or music. Students enrolled into Career Technology Programs are exempt from the fine arts requirement.

Total credits to Graduate – 21

Students must also meet one of the following three criteria:

- Earn a cumulative passing score on seven end-of-course exams. The scores will be set by the State Board of Education. All students take end-of-the-year course exams in: Algebra I, and Geometry, Biology, American History and American Government, English I and English II (English 9 & 10)
- Earn a remediation-free score on nationally recognized college admission exam such as ACT or SAT. The State of Ohio will pay for all 11th grade students to take exam free of Charge.
- Earn a State Board of Education approved, industry-recognized credential or a state-issued license for practice in a career and achieve a score that demonstrates workforce readiness and employability on a job skills assessment.

Any pre-approved education options (summer school or online courses) needed to meet graduation requirements must be completed, and on file in the high school Counseling Center, by the designated deadlines.

The Board will award diplomas to students who properly complete the goals and objectives specified in their Individualized Education Programs (IEP) including either the exemption from, or the requirement to complete, the state graduation tests.

A diploma with Honors shall be awarded to students who meet the State Board of Education’s established requirements. See Diploma section on page 35.

**All fees and charges must be paid by the Friday before Memorial Day in order to receive your diploma at the graduation ceremony. Graduating Seniors that pay the fees and charges after this date, can pick up their diploma in the Whitmer office on the Monday after graduation.

Criterion	Ohio Diploma	Academic Honors Diploma	International Baccalaureate Honors Diploma	Career Tech Honors Diploma	STEM Honors Diploma	Arts Honors Diploma (Includes dance, drama/theatre, music, and visual art)	Social Science & Civic Engagement Honors Diploma
Math	4 units, must include one unit of algebra II or equivalent	4 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content	4 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content	4 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content	5 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content ⁴	4 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content	4 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content
Science	3 units	4 units, including two units of advanced science ²	4 units, biology, chemistry, and at least one additional advance science ²	4 units, including two units of advanced science ²	5 units, including two units of advanced science ²	3 units, including one unit of advanced science ²	3 units, including one unit of advanced science ²
Social Studies	3 units	4 units	4 units	4 units	3 units	3 units	5 units
World Languages	N/A	3 units of one world language, or no less than 2 units of each of two world languages studied	4 units minimum, with at least 2 units in each language studied	2 units of one world language studied	3 units of one world language, or no less than 2 units of each of two world languages studied	3 units of one world language, or no less than 2 units of each of two world languages studied	3 units of one world language, or no less than 2 units of each of two world languages studied
Fine Arts	2 Semesters	1 unit	1 unit	N/A	1 unit	4 units	1 unit
Electives	5 units	N/A	N/A	4 units of Career-Technical minimum ¹	2 units with a focus in STEM courses	2 units with a focus in fine arts courses work	3 units with a focus in social sciences and/or civics
GPA	N/A	3.5 on a 4.0 scale	3.5 on a 4.0 scale	3.5 on 4.0 scale	3.5 on a 4.0 scale	3.5 on a 4.0 scale	3.5 on a 4.0 scale
ACT/SAT/WorkKeys ¹	N/A	27 ACT/1280 SAT ³	27 ACT/1280 SAT ³	27 ACT/1280 SAT ³ /WorkKeys (6 Reading for Information & 6 Applied Mathematics) ⁷	27 ACT/1280 SAT ³	27 ACT/1280 SAT ³	27 ACT/1280 SAT ³
Field Experience	N/A	N/A	Complete a field experience and document the experience in a portfolio specific to the student's area of focus ²	Complete a field experience and document the experience in a portfolio specific to the student's area of focus ²	Complete a field experience and document the experience in a portfolio specific to the student's area of focus ²	Complete a field experience and document the experience in a portfolio specific to the student's area of focus ²	Complete a field experience and document the experience in a portfolio specific to the student's area of focus ²
Portfolio	N/A	N/A	Develop a comprehensive portfolio of work based on the student's field experience or a topic related to the student's area of focus that is reviewed and validated by external experts ⁵	Develop a comprehensive portfolio of work based on the student's field experience or a topic related to the student's area of focus that is reviewed and validated by external experts ⁵	Develop a comprehensive portfolio of work based on the student's field experience or a topic that is related to the student's area of focus that is reviewed and validated by external experts ⁵	Develop a comprehensive portfolio of work based on the student's field experience or a topic that is related to the student's area of focus that is reviewed and validated by external experts ⁵	Develop a comprehensive portfolio of work based on the student's field experience or a topic that is related to the student's area of focus that is reviewed and validated by external experts ⁵
Additional Assessments	N/A	N/A	N/A	Earn an industry-recognized credential or achieve proficiency benchmark for appropriate Ohio Career-Technical Competency Assessment or equivalent	N/A	N/A	N/A

Beginning with the graduating class of 2020, students will be recognized using the Latin Honors in place of Valedictorian and Salutatorian. Determination for graduation honors will be based on a student's cumulative grade point average at the end of the 8th semester of high school.

Class of 2020 Alternate Pathways

Students in the class of 2020, who entered grade 9 between **July 1, 2016, and June 30, 2017**, have multiple pathways to earn a high school diploma if 18 points on the Ohio State were not earned. Students will work with the counselors to complete alternative pathways approved by the Ohio Department of Education including:

- Earn a GPA of a 2.5 on a 4.0 scale for all courses during the junior and senior year. Students must complete at least 4 full year-or equivalent course each year.
- Complete a Capstone project during the 12th grade that meets the requirements of the Ohio Department of Education.
- During the 12th grade, complete a work or community service experience totaling 120 hours as defined by the Ohio Department of Education.
- Earn three or more College Credit Plus credits any time during high school.
- Earn credit for Advanced Placement course and earn an AP exam score of 3 or more.
- Earn a WorkKeys exam score on 3 on each of three test sections.
- Earn a State Board-approved industry credentials or credentials at least three points.
- Meet Ohio Means Jobs Readiness seal requirements

Classes of 2021 and Beyond Graduation Requirements

Current Ohio law requires students in the classes of 2021 and beyond to meet one of the original three pathways to qualify for a high school diploma. As an update, House Bill 491 directs the Department, in consultation with the

business community, to present a long-term proposal for graduation requirements for the classes of 2021 and beyond to the General Assembly by April 1, 2019.

- Earning an Ohio High School Diploma for the Classes of 2021 and beyond
- Complete Courses and Requirements
- Earn at least 18 points on seven end-of-course state tests
- Industry Credentials and Workforce Readiness | Senior Only Program
- College and Career Readiness Tests for ACT and SAT
- Honors Diplomas

Honors Recognition

Beginning with the graduating class of 2020, students will be recognized using the Latin Honors in place of Valedictorian and Salutatorian. Determination for graduation honors will be based on a student's cumulative grade point average at the end of the 8th semester of high school. Students achieving Summa Cum Laude honors wishing to deliver a speech during the graduation ceremony will be permitted to complete the application process. Graduates will be recognized in the following categories: Summa Cum Laude, Magna Cum Laude, and Cum Laude. Student will be identified in the graduation program and will be awarded honors to wear during the senior assembly and at graduation. The categories for distinction under the "Cum Laude Honors" graduation recognition are as follow:

- **Summa Cum Laude** – meaning "with the highest praise" is the highest recognition awarded at graduation. To graduate summa cum laude, a student must achieve a 4.0 or higher grade point average on a weighted 4.0 scale.
- **Magna Cum Laude** – meaning "with great praise" is the second highest recognition awarded at graduation. To qualify for magna cum laude, a student must achieve a 3.750 – 3.9999 grade point average on a weighted 4.0 scale.
- **Cum Laude** – meaning "with praise" is the third recognition awarded at graduation. To qualify for cum laude, a student must achieve a 3.500 – 3.749 grade point average on a weighted 4.0 scale.

Malcolm-Bain Academy (Whitmer's Alternative Online School)

The MBA is an alternative to attending traditional classes at Whitmer High School in order to earn credits and/or a high school diploma. Entrance into the MBA is by application only. If a student is interested in the MBA, he/she must see his/her counselor for an application. While in the Malcolm – Bain Academy, a student may earn credits by:

- Taking online courses (attendance is mandatory) with help provided by classroom teachers, as needed
- Participating in service learning opportunities and life skill lessons
- Participating in the Career Based Intervention (CBI) program

Online Learning/Educational Options

See Board Policy 2370

The Board of Education recognizes the need to provide alternative means by which students achieve the educational goals of the District. Therefore, the Board supports educational programs that serve students in ways adapted to differing abilities and needs. Educational options are experiences or activities where students can earn credit, which may supplement or replace the regular school curriculum. In providing such experiences, educational standards and integrity of credits earned must be maintained.

Notice to Students - Provisions Guaranteed by 504 Regulations

No one may be excluded from any course, or courses of study, on account of a disability. Classes will be rescheduled for students with mobility impairments if they are scheduled for inaccessible classrooms. Course requirements may be modified in certain instances to insure full participation by students with disabilities. Alternate methods of testing and evaluation are available in all courses offered by the schools for students with requirements for such methods. The schools make auxiliary aides available for students with impaired sensory,

manual, or speaking skills. Certain school rules and regulations may be waived if they limit the participation of students with disabilities.

President's Award for Educational Excellence

Recognizes students with a GPA of 3.5 or above, and achievement in the 85th percentile or higher, in reading or math on the SAT or ACT. Check with your counselor for any changes in criteria.

Schedule Changes

It is important that families give serious attention to the selection of courses for the next year. Schedule changes after the selections are submitted are difficult, and at times, impossible. If a schedule change is desired and a student has parent approval, request and appointment with the counselor prior to the end of the previous school year. Students may not request specific teachers. Schedules will not be changed after June 1st for the following year.

School Records

Student Cumulative Record Files (CRF) are maintained in the Counseling Center. With advanced notice, students who are 18 years old and/or parents may review the CRF.

Student Record "Directory Information"

Ohio law provides for the release of "directory information": without the consent of the parent; or, if the student is eighteen (18) years of age or older, the written consent of the student. "Directory information" includes the following: a student's name; address; telephone number; date and place of birth; photograph; major field of study; participation in officially-recognized activities and sports; height and weight, if a member of an athletic team; dates of attendance; date of graduation; awards received, honor rolls, or scholarships.

The District will make "directory information" available upon a legitimate request unless a parent, guardian, or adult student notifies the school in writing within five days from the date of this notification that he/she will not permit distribution of any or all such information. Contact the building principal or Counseling Center for this request.

Student Schedules

Academic scheduling occurs in February, March and April for the upcoming school year. Parents/guardians are asked to have input regarding their student's academic selections. All scheduling is completed with standards set forth by the State of Ohio Department of Education and the Washington Local School Board.

Summer School

If approved by the Board, Whitmer High School will offer a computer-based online learning program for students to earn credit over the summer months. This program is designed to allow students to recover credit from failed courses. A complete course listing will be available in the late spring. The physical education course will be offered in a traditional format, and the student's grade will be determined by participation. Priority is given to Whitmer students for summer enrollment in physical education, but students from surrounding districts may also attend. Summer credits earned any place other than Whitmer must be pre-approved. Whitmer offers summer school at an additional cost. Registration forms can be accessed in the Counseling Center.

Transcripts

Transcripts of grades include: semester grades, grade point average, and test scores. Transcripts for current students will be processed by the counseling center staff. All transcripts for alumni are processed through Parchment. The link to Parchment can be found on both the WLS and Whitmer High School home pages. Official transcripts are sent directly to employers or schools, as requested. Please allow 3-5 business days for the transcript request to be completed. At age 18, the student or graduate is the only one who may authorize the release of the transcript.

12. School Lunch Prices / 2019-2020

The Superintendent recommends that the Board of Education approve no increase on school lunch prices for 2019-2020, as presented:

**Request from Deb Warren, Supervisor of Nutrition Services
No increase on school lunch prices for the 2019-2020 school year:**

- Junior High and High School Lunch Price \$3.00
- Elementary Lunch Price \$2.75
- Reduced Lunch Price \$0.40
- Junior High and High School Breakfast Price \$1.75
- Elementary Breakfast Price \$1.50
- Reduced Breakfast Price \$0.30

Moved by: _____

Seconded by: _____

Mr. Ilstrup ____ Ms. Canales ____ Mr. Hughes ____ Mr. Hunter ____ Mr. Sharp ____

13. Summer Mobile Meals

The Superintendent recommends that the Board of Education approve the Nutrition Services Plan to provide 2018-2019 Summer Mobile Meals, as presented:

**Request from Deb Warren, Supervisor of Nutrition Services
2018-2019 Summer Mobile Meals**

Free to Washington Local students 18 years old and younger.

Locations for the meals are:

- Whitmer
- Wernert
- Shoreland at Raintree Village
- Greenwood

Moved by: _____

Seconded by: _____

Mr. Ilstrup _____ Ms. Canales _____ Mr. Hughes _____ Mr. Hunter _____ Mr. Sharp _____



Cambal, Tina <tcambal@wls4kids.org>

board recommendation

1 message

Warren, Debra <dwarren@wls4kids.org>
To: Tina Cambal <tcambal@wls4kids.org>

Thu, Jun 13, 2019 at 12:04 PM

Hello Tina,

I am requesting a board recommendation for the approval of summer meals for the 18/19 school year. Summer meals are free to all students 18 and younger.

I am recommending 4 locations by using a mobile meal service.

The locations are Whitmer, Wernert, Shoreland @ Raintree Village and Greenwood.

Thank you,
Deb Warren

14. 22+ Adult High School Diploma Program

The Superintendent recommends that the Board of Education make official the 22+ Adult High School Diploma Program recipient, as presented:

**Johnnie P. Riebe-Wilson
2033 West Alexis Road
Toledo, OH 43613**

Moved by: _____

Seconded by: _____

Mr. Ilstrup _____ Ms. Canales _____ Mr. Hughes _____ Mr. Hunter _____ Mr. Sharp _____

15. Payment-in-Lieu of Transportation Resolution

The Superintendent recommends that the Board approve the Payment-in-Lieu of Transportation Resolution for the 2018-2019 school year, as presented:

BOARD OF EDUCATION RESOLUTION FOR DECLARING TRANSPORTATION TO BE IMPRACTICAL 2018-2019

This resolution to declare transportation impractical for certain identified students is presented pursuant to the requirements of Ohio Revised Code §3327 and the procedures set forth by the Ohio Department of Education. The resolution follows careful evaluation of all other available options prior to consideration of impracticality.

The Superintendent of Schools, Dr. Susan M. Hayward, recommends that the Board of Education adopt the following resolution:

WHEREAS the student(s) identified in the attachments have been determined to be residents of this school district, and eligible for transportation services; and

WHEREAS after a careful evaluation of all available options, it has been determined that it is impractical to provide transportation for these student(s) to their selected school(s); and

WHEREAS the following factors as identified in Revised Code 3327.02 have been considered:

1. The time and distance required to provide the transportation
2. The number of pupils to be transported
3. The cost of providing transportation in terms of equipment, maintenance, personnel, and administration
4. Whether similar or equivalent service is provided to other pupils eligible for transportation
5. Whether and to what extent the additional service unavoidably disrupts current transportation schedules
6. Whether other reimbursable types of transportation are available; and

WHEREAS the option of offering payment-in-lieu of transportation is provided in Revised Code: Therefore, be it

THEREFORE, BE IT RESOLVED that the Washington Local Board of Education hereby approves the declaration that it is impractical to transport the students identified herein and offers the parent(s)/guardian(s) of students named on the attachment, payment-in-lieu of transportation.

CHILD'S NAME	SCHOOL
Garza, Jordan	Bennet Venture Academy
Garza, Savonah	Bennet Venture Academy
Poellnitz, Savannah	Blessed Sacrament
Preston, Anna	Blessed Sacrament
Berning, Samantha	Cardinal Stritch
Kane, Katelyn	Cardinal Stritch
Morrow, Kyle	Cardinal Stritch
O'Connor, Payton	Cardinal Stritch
Russell, Morgan	Cardinal Stritch
Sobczak, Brian	Cardinal Stritch
Torres, Gustavo	Cardinal Stritch
White, Tessa	Cardinal Stritch
Wolfe, Casey	Cardinal Stritch
Kane, Callie	Cardinal Stritch/Kateri
Kane, Colin	Cardinal Stritch/Kateri
Kane, Kara	Cardinal Stritch/Kateri
Kane, Kylie	Cardinal Stritch/Kateri
Kertesz, Zoe	Cardinal Stritch/Kateri
Kroffke, Madelyn	Cardinal Stritch/Kateri
Kroffke, Masen	Cardinal Stritch/Kateri
McGilvray, Carlie	Cardinal Stritch/Kateri
Morrow, Kaitlyn	Cardinal Stritch/Kateri
Russell, Ean	Cardinal Stritch/Kateri
Skibinski, Jacob	Cardinal Stritch/Kateri
Thompson, Lilianna	Cardinal Stritch/Kateri
Thompson, SadaBella	Cardinal Stritch/Kateri
Coop, Emily	Central Catholic High School
Alford, Sydney	Central Catholic High School
Douglas, Angelique	Central Catholic High School
Dutridge, Chase	Central Catholic High School
McCrary, Logan	Central Catholic High School
Montoya, Andreas	Central Catholic High School
Pietrzak, Jacob	Central Catholic High School
Rahe, August	Central Catholic High School
Swartz, Joshua	Central Catholic High School
Swartz, Tyler	Central Catholic High School
Vaughn, Nicole	Central Catholic High School

Wambold, Nicholas	Central Catholic High School
Fertig, Emma Hope	Emmanuel Christian
Smith, Alexander	Hope Learning Academy
Wingate, McKenzie	Hope Learning Academy
Clark, Josiah	Horizon Science Academy
Coleman, Michael	Maritime Academy
Leitner, Harper	Maumee Valley Country Day
Leitner, Isaac	Maumee Valley Country Day
Melden, Norah	Maumee Valley Country Day
Ackerman, Brianna	Monclova Christian Academy
Ackerman, Kieran	Monclova Christian Academy
Brown, Joseph	Regina Coeli
Foley, Andrew	Regina Coeli
Foley, Daniel	Regina Coeli
Speiker, Daniel Jr.	Regina Coeli
Speiker, Morgan	Regina Coeli
Branson, Amre	St. Benedict Catholic School
Schwiebert, Calleigh	St. Benedict Catholic School
Lowe, Andrew	St. Francis
Donaldson, Amir	St. John's High School
Krzyston, Gregory	St. John's High School
Malkoski, Ian	St. John's High School
Malkoski, John	St. John's High School
Malkoski, William	St. John's High School
Rutkowski, Brian	St. John's High School
Wygast, Nolan	St. John's High School
Clark, Lily	St. Joseph's Sylvania
Howell, Parker	St. Joseph's Sylvania
Dierks, Hannah	St. Pius

Lewis, Ahnna	St. Pius
Ohms, Shelby	St. Pius
Rahe, Josh	St. Pius
Welsh, Allison	St. Pius
Welsh, Annabell	St. Pius
Welsh, Audrey	St. Pius

Campbell, Vincent	Summit Academy
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Elliott, Kiara	Toledo Christian
Frey, Lillian	Toledo Christian
Frey, Sophia	Toledo Christian
Gioiella, Aiden	Toledo Christian
Gioiella, Ashton	Toledo Christian
Lewis, Ariella	Toledo Christian
Stiff, Kendall	Toledo Christian
Wilson, Jason II	Toledo Christian

El-Khechen, Ali	Toledo Islamic Academy
El-Khechen, Lia	Toledo Islamic Academy
Rahal, Ali Reda	Toledo Islamic Academy

Aricchi, Christina	Toledo School for the Arts
Bebeau, Marissa	Toledo School for the Arts
Brooks, Breezy	Toledo School for the Arts
Cundiff, Adelei	Toledo School for the Arts
Hawk, Mackenzie	Toledo School for the Arts
Keller, Pyper	Toledo School for the Arts
Kistner, Abby	Toledo School for the Arts
Kistner, Ava	Toledo School for the Arts
Kistner, Skylar	Toledo School for the Arts
Macknight, Ava	Toledo School for the Arts
Managhan, Mackenzie	Toledo School for the Arts
Managhan, Paige	Toledo School for the Arts
McEntire, Jenna	Toledo School for the Arts
McGovern, Jennavieve	Toledo School for the Arts
McGovern, Neva	Toledo School for the Arts
Motter, Molly	Toledo School for the Arts
Petersen, Kendall	Toledo School for the Arts
Peterson, Charlize	Toledo School for the Arts
Rybarczyk, Julia	Toledo School for the Arts

Sancrant, Stella
Santillan, Gabriella
Santillan, Sergio
Shetty, Divya
Smith, Tara
Young, Sheldon

Toledo School for the Arts
Toledo School for the Arts
Toledo School for the Arts
Toledo School for the Arts
Toledo School for the Arts
Toledo School for the Arts

Walker, Nicholas
Walker, Sophia

Trinity Lutheran
Trinity Lutheran

Snyder, Leo
Snyder, Violet

West Side Montessori
West Side Montessori

Russen, Bella
Russen, Cora

Wildwood Environmental Academy
Wildwood Environmental Academy

Moved by: _____

Seconded by: _____

Mr. Ilstrup ____ Ms. Canales ____ Mr. Hughes ____ Mr. Hunter ____ Mr. Sharp ____

16. Extended Vacation Days

The Superintendent recommends that the Board of Education approve the carryover of vacation days above the contractual limit of ten (10) days for the 2019-2020 school year for the following employee:

- Rebecca Fuller** **13 days**

Moved by: _____ Seconded by: _____

Mr. Ilstrup _____ Ms. Canales _____ Mr. Hughes _____ Mr. Hunter _____ Mr. Sharp _____



memo

To: Dr. Hayward
From: Rebecca Fuller
Date: June 14, 2019
Subject: Unused Vacation Time

Dr. Hayward,

Due to the transition in the transportation department this year and being short staffed until April, I have not been able use all of my vacation time this year. I am requesting to roll in addition to the 10 days, an additional 13 days this year for a total of 23 days.

Thank You!

17. Resolution of Necessity of Bond Issue and Operating Levy

The Superintendent recommends that the Board of Education approve the Resolution of Necessity, as presented:

**RESOLUTION DECLARING NECESSITY OF BOND ISSUE AND
LEVY OF A TAX IN EXCESS OF THE TEN-MILL LIMITATION, AND
TO SUBMIT THE QUESTION OF THE SAME TO THE ELECTORS
(Ohio Revised Code §5705.218)**

WHEREAS, the Board has determined that it is necessary to finance the construction and acquisition of certain improvements to the School District's facilities; and

WHEREAS, it is necessary for the School District to levy additional taxes in excess of the ten-mill limitation for a continuing period of time to pay for current operating expenses; and

WHEREAS, a resolution declaring the necessity of levying an additional tax outside the ten-mill limitation must be passed and certified to the County Auditor of Lucas County, Ohio (the "County Auditor") in order to permit the Board to consider the levy of such a tax, and must request that the County Auditor certify to the Board the total current tax valuation of the School District and the dollar amount of revenue that would be generated by the tax;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Washington Local School District, Lucas County, Ohio, two-thirds of all of the members thereof concurring, that:

Section 1. It is necessary for the purpose of constructing elementary schools; renovating and improving existing facilities if funds are sufficient therefor; furnishing and equipping the same; and improving the sites thereof, to issue and sell bonds of the School District in the amount of \$50,000,000 (the "Bonds"). It is further necessary that there shall be annually levied on all the taxable property in the entire territory of the School District a direct tax outside of the ten-mill limitation to pay the debt charges on the Bonds and any securities that the Board may determine to issue in anticipation thereof. The Bonds shall be dated approximately December 1, 2019; shall bear interest at the estimated rate of 4.19% per annum; and shall be paid over a period not to exceed 37 years, as calculated under Ohio Revised Code Chapter 133.

Section 2. It is further necessary to levy on all the taxable property in the entire territory of the School District an additional tax (the "Levy") in excess of the ten-mill limitation for the benefit of the School District for the purpose of paying for current operating expenses of the School District.

Section 3. The question of issuing the Bonds and approving the Levy shall be submitted to the electors of the School District at the election to be held at the usual voting places within the School District on November 5, 2019. All of the territory of the School District is located in Lucas County, Ohio.

Section 4. The Levy shall be at a rate not exceeding 3.90 mills for each one dollar of tax valuation, which amounts to \$0.39 for each \$100 of tax valuation, for a continuing period of time. The Levy shall be placed upon the tax list and duplicate for the current tax year (commencing in 2019, first due in calendar year 2020) if a majority of the electors voting thereon vote in favor thereof.

Section 5. The Treasurer of this Board is hereby authorized and directed to certify a copy of this resolution to the County Auditor with instructions for the County Auditor to certify to the Board: (a) the total current tax valuation of the School District and the estimated average annual property tax levy, expressed in mills for each one dollar of valuation as well as in cents for each one hundred dollars of tax valuation, that will be required to pay debt charges on the Bonds throughout the maturity of the Bonds, and (b) the total current tax valuation of the School District and the estimated property tax revenue that will be produced by the Levy based on such current tax valuation. The Treasurer of this Board is also hereby authorized and directed to certify a copy of this Resolution to the County Auditor of Lucas County, Ohio.

Section 6. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board 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 Ohio Revised Code Section 121.22.

Moved by: _____

Seconded by: _____

Mr. Ilstrup ____ Ms. Canales ____ Mr. Hughes ____ Mr. Hunter ____ Mr. Sharp ____

18. Resolution Requesting State Consents

The Superintendent recommends that the Board of Education approve the Resolution Requesting State Consents, as presented:

**RESOLUTION REQUESTING STATE CONSENTS
TO ISSUE BONDS OF THE SCHOOL DISTRICT
AND TO SUBMIT QUESTION OF SUCH
ISSUANCE TO THE ELECTORS
(R.C. Section 133.06)**

NOW, THEREFORE, BE IT RESOLVED and hereby determined by the Board of Education of the Washington Local School District, Lucas County, Ohio, that:

Section 1. It is necessary for the purpose of constructing elementary schools; renovating and improving existing facilities if funds are sufficient therefor; furnishing and equipping the same; and improving the sites thereof; to issue and sell bonds of the School District in an amount not to exceed \$50,000,000 (the "Bonds").

Section 2. The School District requests consents of the Tax Commissioner of Ohio and the Superintendent of Public Instruction to issue bonds in excess of 4% but not to exceed 9% of the assessed valuation of said School District, all in accordance with R.C. Section 133.06.

Section 3. The Board intends to submit the question of issuing the Bonds to the electors of the School District at the election to be held at the usual voting places within the School District on November 5, 2019.

Section 4. All formal actions of this Board concerning and relating to the passage of this resolution were taken in an open meeting of this Board, and all deliberations of this Board 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 R.C. Section 121.22.

Section 5. The Treasurer of this Board is hereby authorized and directed to certify a copy of this resolution to the Superintendent of Public Instruction and to the Tax Commissioner of Ohio.

Moved by: _____ Seconded by: _____

Mr. Ilstrup _____ Ms. Canales _____ Mr. Hughes _____ Mr. Hunter _____ Mr. Sharp _____

19. Master Plan Construction Terms Discussion

20. Executive Session

The Superintendent recommends that the Board of Education enter into Executive Session to:

1. Consider the *APPOINTMENT* of a public employee or official.
2. Consider the *EMPLOYMENT* of a public employee or official.
3. Consider the *DISMISSAL* of a public employee or official.
4. Consider the *DISCIPLINE* of a public employee or official.
5. Consider the *PROMOTION* of a public employee or official.
6. Consider the *DEMOTION* of a public employee or official.
7. Consider the *COMPENSATION* of a public employee or official.
8. Consider the *INVESTIGATION OF CHARGES OR COMPLAINTS* against a public employee, official, licensee, or student.
9. Consider the *PURCHASE OF PROPERTY* for public purposes.
10. Consider the *SALE OF PROPERTY* at competitive bidding.
11. *CONFER WITH AN ATTORNEY* for the Board of Education concerning disputes involving the Board that are the subject of pending or imminent court action.
12. *PREPARE FOR NEGOTIATIONS OR BARGAINING SESSIONS* with public employees concerning their compensation or other terms and conditions of employment.
13. *CONDUCT NEGOTIATIONS OR BARGAINING SESSIONS* with public employees concerning their compensation or other terms and conditions of employment.
14. *REVIEW NEGOTIATIONS OR BARGAINING SESSIONS* with public employees concerning their compensation or other terms and conditions of employment.
15. *CONSIDER MATTERS REQUIRED TO BE KEPT CONFIDENTIAL* by federal law or regulations or state statutes.
16. *DISCUSS DETAILS RELATIVE TO THE SECURITY ARRANGEMENTS* and emergency response protocols for the Board of Education.

Moved by: _____ Seconded by: _____

Mr. Ilstrup _____ Ms. Canales _____ Mr. Hughes _____ Mr. Hunter _____ Mr. Sharp _____

TIME ENTERED INTO EXECUTIVE SESSION: _____ P.M.

Let the minutes reflect that at _____ P.M., the Washington Local Board of Education **RETURNED FROM** Executive Session and did, in fact:

- # _____ (list numbers from above list as appropriate)

All board of education members returned to the meeting

The following board member(s) did not return to the meeting: _____

21. Personnel

The Superintendent recommends that the Board of Education approve, via consent motion, personnel items as presented:

1. RESIGNATIONS

A. Certified Personnel

- | | | |
|----------------------|---|---------------------------|
| 1. Ashley Schwartz | Special Ed. (CD) Teacher
Jackman | 08/10/2019
Resignation |
| 2. Dolores Swineford | Curriculum Consultant
Central Office | 08/02/2019
Resignation |

B. Classified Personnel

- | | | |
|--------------------|--|---------------------------|
| 1. Roseann Harwick | Nutrition Service Worker
Meadowvale | 06/05/2019
Resignation |
|--------------------|--|---------------------------|

C. Extra Duty Personnel

- | | | |
|--------------------|--|------------|
| 1. Molly Badovick | #081 Swim Coach | 06/03/2019 |
| 2. Wendy Flemmings | #160L-2b Youth to Youth | 06/07/2019 |
| 3. Linda Good | #130-06 CTSO Club Advisor | 05/16/2019 |
| 4. Linda Good | #133 National Tech Honor Society | 06/04/2019 |
| 5. Kristin Hogan** | #161L-b Panther Dance Team | 06/07/2019 |
| 6. Kelly Knauss** | #161L-c Panther Dance Team | 06/07/2019 |
| 7. Shannon Schoen | #170L-09b Act. Director-Jackman(50%) | 06/07/2019 |
| 8. Ashley Schwartz | #9S-70 Int Spec/Inst Tutor Ann Stipend | 08/10/2019 |
| 9. Gracie Siffer** | #179L Program/Tickets | 05/19/2019 |
| 10. Jason Whitacre | #149L Math Honorary Club | 05/20/2019 |

**Consultants

D. Extended Time

- | | | | |
|----------------------|-----------------------|---------|------------|
| 1. Dolores Swineford | Curriculum Consultant | 24 Days | 08/02/2019 |
|----------------------|-----------------------|---------|------------|

E. Substitute Certified Personnel

1. David Roshong

2. LEAVES OF ABSENCE

A. Certified Personnel

- | | | |
|-------------------|--------------------|-------------------------|
| 1. Trevor Toney | Personal Leave | 2019/20 School Year |
| 2. Trevor Toney | Personal Leave | 2020/21 School Year |
| 3. Janette Warren | Ext. Medical Leave | 05/15/2019 – 05/30/2019 |

B. Classified Personnel

- | | | |
|-----------------|---------------|-------------------------|
| 1. Wesley Vance | Medical Leave | 05/08/2019 – 05/17/2019 |
|-----------------|---------------|-------------------------|

3. NOMINATIONS – 2018/19

A. Elementary Talent Show Coordinator

- | | | | |
|--------------------|------------|--------------|-----------|
| 1. Anthony Blank | Meadowvale | May 30, 2019 | \$ 200.00 |
| 2. Diana Cicerella | Greenwood | May 23, 2019 | \$ 200.00 |
| 3. Beverly Fandrey | Hiawatha | May 28, 2019 | \$ 200.00 |
| 4. Beverly Fandrey | McGregor | May 23, 2019 | \$ 200.00 |
| 5. Lena Miller | Wernert | May 28, 2019 | \$ 200.00 |

B. Tech Prep Summer Camp @ \$475.00

June 10, 2019

Perkins Grant

1. Brian Anderson
2. Lauren Boudreaux
3. Joseph Brower
4. Teresa Crozier
5. Leslie Fish
6. Christopher Hoover
7. Jean Kornowa
8. Andrew Schober
9. Tadek Stadniczuk
10. Jodie Tucker
11. Stephen Zampardo

**C. Career Tech Program Career Passport Project
Perkins Grant**

1. Jamie Squibb \$ 2,100.00

**D. Career Tech Publications Projects
Perkins Grant**

1. Linda Hergenrather \$ 1,800.00

**E. Work on English 12 – Technical Literacy Curriculum
Perkins Grant**

1. Megan Kosakowski \$ 200.00

2. Victoria Roper \$ 200.00

3. Heather Steer \$ 200.00

**F. Medical Mania Summer Camp
Perkins Grant**

1. Christina Dake \$ 500.00

2. Bernadette Terry \$ 1,000.00

**G. Career Fair Coordination
Perkins Grant**

1. Lauren Boudreaux \$ 500.00

**H. Social Media Coordination
Perkins Grant**

1. Jodie Tucker \$ 1,000.00

**I. WebXam Coordination
Perkins Grant**

1. Jodie Tucker \$ 1,000.00

**J. Ambassador Coordination
Perkins Grant**

1. Jamie Squibb \$ 500.00

K. Curriculum Development
Perkins Grant

1. Heather Premo \$ 300.00

L. Summer Camp Coordination
Perkins Grant

1. Leslie Fish \$ 200.00

M. Elementary Music Program

1. Anthony Blank	Meadowvale	May 13, 2019	\$ 200.00
2. Diana Cicerella	Greenwood	Dec. 18, 2018	\$ 200.00
3. Diana Cicerella	Greenwood	Mar. 27, 2019	\$ 200.00
4. Dusty Selman	Monac	May 8, 2019	\$ 200.00

N. Outdoor Education @ \$100.00 per night

Hiawatha – May 6, 7, 8, and 9, 2019

1. Daniel Lopez	4 nights
2. Lina Young	4 nights

Monac – May 6, 7, 8, and 9, 2019

1. Melanie Robinson	4 nights
2. Kristy Scoble	2 nights
3. Kimberly Winzenried	2 nights
4. Scott Wojtowicz	4 nights

Shoreland – May 6, 7, 8, and 9, 2019

1. Amy Hymore	2 nights
2. Jennifer Mayo	4 nights
3. Kim Rupley	4 nights
4. John Rybarczyk (classified)	4 nights
5. Phillip Schiffler	4 nights
6. Danielle Zielinski	2 nights

O. Physical Education Program @ \$200.00 per program

1. Gradon Goa Meadowvale
Hot Shots Competition, 6th Grade Volleyball Tournament
2. Christine Rupp Greenwood
Hot Shots Competition, Hot Shot Finals, 6th Grade Volleyball Tournament

P. Medical Support for IOO @ \$28.36/hr.

1. Deborah Arquette 3 hrs.
2. Amy Win-Szafarowicz 3 hrs.

Q. After School Detention Monitor @ \$16.40/hr.

1. Rebecca Petree (Substitute Teacher)

R. Gate Worker for Various Track Meets @ \$35.00 per meet

1. Carma Donati 8 games

S. Home Instruction Personnel @ \$27.53/hr.

1. Chloe Fairchild
2. Carrie Qurban-Ali
3. Jenny Wietrzykowski

**T. Classified Summer Help (June 10, 2019 – August 2, 2019)
(As Needed Basis)**

Bus Cleaning/Seat Repair	@ \$9.80/hr.
Computer Services Help	@ \$9.80/hr.
Custodian	@ \$9.80/hr.
Lawn Crew	@ \$9.80/hr.

1. Nolan Ansara
2. Heather Bacon
3. Laurey Baer
4. Chelsea Banas
5. Conner Bell
6. Austin Bennett
7. Brantley Bernhardt
8. Kevin Borysiak
9. Brittanie Brillhart
10. Brian Brooks
11. Barbara G. Brown
12. Logan Caddarette
13. Elizabeth Chambers
14. Debra Champagne
15. Gail Cousino
16. Kathleen Crahan
17. Jennifer DeLong
18. Jack Dickason, Jr.

19. Dylan Deiter
20. Donald Dottei, Jr.
21. Stephanie Downey
22. Tiffany Duffy
23. Kimberly Dye
24. Dennis Fall
25. Thomas Farkas
26. Avion Franklin, Jr.
27. Jennifer Good
28. Maranda Gray
29. Sylvia Gresham
30. Anneliesje Hamid
31. Teresa Harris
32. Che Haskins
33. Darren Heminger
34. Victoria Hetherington
35. Mary Hutson
36. Brooke Jackson
37. Jennifer Jensen
38. Alexa Keller
39. Megan King
40. Tonya King
41. Kristen Koester-Kennedy
42. Alicia Laney
43. Hannah LaPoint
44. Cari Lawecki
45. Jennifer Loomis
46. Jeffery Mack
47. Tammy Madlinski
48. Katherine Mahoney
49. Amy Managhan
50. Melanie Mattox
51. Jacqueline Mayo
52. Christine Meinka
53. Meg Nester
54. Vicki Oehlers
55. Jenna Pakulski
56. Deanna Parks
57. Kimberlee Peart
58. Mary Phillips
59. Gilbert Redfox
60. Heidi Revels
61. Trilby Revels
62. Pamela Reynolds
63. Rhonda Riebe
64. Sally Rude
65. Miranda Rutkowski
66. Daniel Sams
67. Robyne Sanders
68. Benjamin Scharf
69. Michelle Schneider
70. Aida Sheehan
71. David Simrell
72. Janet Smith
73. Zachary Smith
74. Caden Staggs
75. Cosette Stalker
76. Belinda Sutherland
77. Adam Swisher
78. Lesley Talley
79. Ashlee Tatkowski
80. Sonya Tenney
81. Wesley Vance
82. Bonnie Varnes
83. Steven Watkins
84. Taylor Wietrzkowski
85. Makayla Wilkinson
86. Cortney Zenz
87. Nancy Zimmer

U. Substitute Certified Personnel

1. Kelsey Rodriguez
2. Hanna Sill

V. Registration Office Summer Help @ \$11.00/hr.
As Needed Basis

1. Robin Samples
2. Chrysa Smedlund

W. Extended School Year – Transportation

- | | |
|------------------------------|------------------------|
| 1. Jill Dale – Bus Monitor | Contracted Rate of Pay |
| 2. Vickie Glenn – Bus Driver | Contracted Rate of Pay |
| 3. Dawn Lenz – Bus Monitor | Contracted Rate of Pay |

X. Junior High/High School Summer School Program

June 17, 2019 – July 26, 2019

\$27.53/hr. through June 30, 2019

\$28.08/hr. effective July 1, 2019

As Needed Basis

1. Laura Boes
2. Lauren Boudreaux
3. Heather Densmore
4. Jodi Fryman-Reed
5. Ahren Jacobs
6. Karleigh Kocar
7. Vincent Maraugh
8. Justin Muir
9. Harry R. Snodgrass
10. Nicholas Whetstone
11. Rhea Young

Y. Special Education Summer School Program

June 17, 2019 – July 26, 2019

\$27.53/hr. through June 30, 2019

\$28.08/hr. effective July 1, 2019

As Needed Basis

1. Marc Berryman
2. Eric Brown
3. Rebekah Castro
4. Carla Gilbert
5. Rachel Kuriger
6. Matthew LaPoint
7. Adam Morris

8. James Nino
9. Carrie Qurban-Ali
10. Heidi Rao
11. Kenneth Steinmiller

Z. Physical Education Summer School Program

June 17, 2019 – July 26, 2019
\$27.53/hr. through June 30, 2019
\$28.08/hr. effective July 1, 2019
As Needed Basis

1. Tammie Adduci

AA. K-8 Summer School Administrator

June 10, 2019 – July 12, 2019

1. Dolores Swineford \$ 2,000.00

BB. Stagehands/Technical Technicians @ \$8.55/hr.

1. Zoey Douge
2. Emily Mallendick

CC. Cafeteria Managers Certification Stipend

1. Cindy Bobak	Meadowvale	\$ 200.00
2. Sandra Brooks	Whitmer	\$ 200.00
3. Mary Chaney	Jefferson	\$ 200.00
4. Jennifer DeLong	Wernert	\$ 200.00
5. Gail Herman	Greenwood	\$ 200.00
6. Deborah Knight	Shoreland	\$ 200.00
7. Gaylene McGrath	Hiawatha	\$ 200.00
8. Vicki Oehlers	Washington	\$ 200.00
9. Rhonda Riebe	McGregor	\$ 200.00
10. Deanna Yeager	Monac	\$ 200.00

DD. Information Technology Technicians Certification Stipend

A+ Certified Personnel

1. Kenneth Erard	\$ 500.00
2. Gregory Petras	\$ 500.00
3. William Weaver	\$ 500.00

EE. Extra Duty Index Personnel

1. Nathan Gembreska** #178L Lighting \$ 751.00

**Consultant

FF. Goggle Training to WLS Teachers @ \$27.53/hr.

1. Dolores Swineford (outside of her contracted hours)
Spring Session 18 hours \$ 495.54

GG. Subpoena to appear in court for school related incident @ \$16.40/hr.

1. Jodi Fryman-Reed
2. Jennifer Nino

HH. Assistance at Graduation for Special Education Students @ \$16.40/hr.

1. Beyea Nowakowski
2. Sabrina Wilson

II. Extra Help in the Automotive Technology Program @ \$27.53/hr.

1. Joseph Brower

**JJ. A.C.T. Preparation Camp Tutors @ \$27.53/hr.
Various Dates from February 21, 2019 – June 7, 2019**

1. Matthew Mullan

**KK. Classified Summer Help @ \$9.80/hr.
June 10, 2019 & June 11, 2019**

1. Sierra Sharp

4. NOMINATIONS – 2019/20

A. Certified Personnel

1.	Mitchel Bean, III	Music – Monac Step 7, Trng. (M.A.) 5	\$ 59,847.00
2.	Tyler Bitz	Special Ed. (ED) – Jefferson Step 1, Trng. (B.A.+18) 4.5	\$ 43,525.00
3.	Brandan Carnes	Media Arts – CTC Step 4, Trng. (B.A.) 4	\$ 48,189.00
4.	Christine Haas	Nurse – Shore/Hia/Monac Step 8, Trng. (B.A.) 4	\$ 57,516.00
5.	Hannah Koenig	Special Ed. (ED) – Wernert Step 4, Trng. (M.A.) 4	\$ 52,852.00
6.	Marinda Moeller	Guidance Counselor – Whitmer Step 7, Trng. (M.A.+18) 5.5	\$ 62,179.00
7.	Michelle Pierce	Culinary Arts – CTC Step 6, Trng. (B.A.) 4	\$ 52,852.00
8.	Kathleen Sheppard	Medical Technology – CTC Step 8, Trng. (B.A.) 4	\$ 57,516.00
9.	Kylie Vogel (NEW POSITION)	Special Ed. (CD) – Meadowvale Step 1, Trng. (B.A.) 4	\$ 41,194.00
10.	Sherrii Weitzel (NEW POSITION)	English/Lang. Arts – Wash/Whitmer Step 4, Trng. (B.A.) 4	\$ 48,189.00

B. Extended Time

1.	Marinda Moeller	Counselor	7 Days	\$ 2,340.07
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C. Special Ed. Instructor/Tutor – One Year Limited Contract

08/19/2019 – 06/04/2020

1.	Rebecca Murray	Shoreland	Step 3	\$ 30.19/hr.
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D. Extra Duty Index Personnel

1. Joshua Adams	#210-6 Dept Chair-Whitmer-Soc Studies	\$ 4,978.00
2. Mitchell Albright	#149L-a Math Honorary Club (50%)	\$ 575.00
3. Jessica Alexander**	#095-1a Cheerleader-Jr Hi Coach	\$ 2,430.00
4. Tyler Bitz	#9S-1 Int Spec/Inst Tutor Ann Stipend	\$ 1,500.00
5. Tyler Bitz	#008-7b Football Assoc Coach(15%)	\$ 1,063.00
6. Tyler Bitz	#009-1a Football Fresh Coach(50%)	\$ 2,489.00
7. Lori Bosch	#234-2 LPDC Member	\$ 1,532.00
8. Alexa Bourquin-Doran	#149L-b Math Honorary Club (50%)	\$ 575.00
9. Ashley Brown	#222-17c Bldg Tech Facil-Wernert	\$ 1,532.00
10. Eric Brown	#008-5a Football Assoc Coach(80%)	\$ 6,233.00
11. Kevin Brown**	#067 Hockey – Head Coach	\$ 6,509.00
12. Bradley Densmore	#008-4a Football Assoc Coach(80%)	\$ 6,233.00
13. Heather Densmore	#115 Whitmer Yearbook	\$ 3,063.00
14. Dane Franklin**	#009-2a Football Fresh Coach(72%)	\$ 3,584.00
15. Nathan Gembreska**	#179L Lighting	\$ 766.00
16. Molly Hansen	#116L-2 Jr Hi Yearbook – Washington	\$ 1,149.00
17. Randy Hauser**	#011 Football Operations Manager	\$ 3,446.00
18. Curt Hartman	#010-1 Football Jr Hi Coach	\$ 5,476.00
19. Grace Haskins**	#162-a Jr. High Dance Team	\$ 383.00
20. David Heigel	#004-a Equipment Manager (15%)	\$ 844.00
21. Kristin Hogan	#162-b Jr. High Dance Team	\$ 383.00
22. DeWayne Houghtlen**	#004-b Equipment Manager (65%)	\$ 3,484.00
23. Dylan Houghtlen**	#010-4a Football Jr Hi Coach(44%)	\$ 2,190.00
24. Kobee Houghtlen**	#008-2b Football Assoc Coach(10%)	\$ 708.00
25. Kobee Houghtlen**	#008-7c Football Assoc Coach(5%)	\$ 354.00
26. Kobee Houghtlen**	#009-1b Football Fresh Coach(50%)	\$ 2,489.00
27. Jason Kanthak**	#010-3a Football Jr Hi Coach(44%)	\$ 2,190.00
28. Angela Katafiasz**	#177L Choreographer	\$ 1,149.00
29. Justin Keller	#008-1 Football – Associate Coach	\$ 8,145.00
30. Hannah Koenig	#9S-21 Int Spec/Inst Tutor Ann Stipend	\$ 1,500.00
31. Kelly Knauss**	#162-c Jr. High Dance Team	\$ 383.00
32. Gregory Kubicki	#010-2a Football Jr Hi Coach(44%)	\$ 2,628.00
33. Gregory Kubicki	#089-1a Wgt Rm Adv-Summer (75%)	\$ 2,585.00
34. David Lenz	#045-1 Cross Country-Elem Coord	\$ 1,532.00
35. Nicole Louks	#222-17a Bldg Tech Facil-Wernert	\$ 1,532.00
36. Janice Marti	#222-13b Bldg Tech Facil-Monac(50%)	\$ 2,298.00
37. John Martin**	#008-6a Football Assoc Coach(80%)	\$ 5,666.00
38. Stanley Meinen	#008-3b Football Assoc Coach(10%)	\$ 850.00
39. Stanley Meinen	#008-4b Football Assoc Coach(20%)	\$ 1,700.00
40. Stanley Meinen	#008-5b Football Assoc Coach(20%)	\$ 1,700.00
41. Stanley Meinen	#008-6b Football Assoc Coach(20%)	\$ 1,700.00

42. Jaime Melchert	#094 Cheerleader Freshman Coach	\$ 2,412.00
43. Jaime Melchert	#095-1b Cheerleader-Jr Hi Coach	\$ 263.00
44. Jaime Melchert	#095-2b Cheerleader-Jr Hi Coach	\$ 263.00
45. John Mohn	#234-3 LPDC Member	\$ 1,532.00
46. Donald Molloy	#008-3a Football Assoc Coach(90%)	\$ 6,694.00
47. Jordan Munoz**	#010-3b Football Jr Hi Coach(44%)	\$ 2,190.00
48. Rebecca Murray	#9S-55 Int Spec/Inst Tutor Ann Stipend	\$ 1,500.00
49. Michael Parker**	#009-2b Football Fresh Coach(16%)	\$ 797.00
50. Michael Parker**	#009-3a Football Fresh Coach(50%)	\$ 2,489.00
51. Bethany Petras	#171L-13a Safety Patrol-Monac (50%)	\$ 1,340.00
52. Amy Radtke	#222-17b Bldg Tech Facil-Wernert	\$ 1,532.00
53. Hayden Reamer	#008-2a Football Assoc Coach(90%)	\$ 6,375.00
54. Alexandra Schnapp**	#095-2a Cheerleader-Jr Hi Coach	\$ 2,430.00
55. Tony Scott	#047-1 Cross Country-Jr Hi Coach-Girls	\$ 5,227.00
56. Jordan Simmons	#010-2b Football Jr Hi Coach(44%)	\$ 2,409.00
57. Jordan Simmons	#089-1b Wgt Rm Adv-Summer (25%)	\$ 862.00
58. Jenna Steele	#093 Cheerleader-Jr Varsity Coach	\$ 3,522.00
59. Mari Tate	#234-1 LPDC Member	\$ 1,532.00
60. Kylie Vogel	#9S-24 Int Spec/Inst Tutor Ann Stipend	\$ 1,500.00
61. Michael Williams**	#008-7a Football Assoc Coach(80%)	\$ 5,666.00

**Consultants

E. Classified Personnel

1. Brian Brooks	Nutrition Service Worker – Whit. 3 hrs./day Sched. O, Step 0 @ \$14.34/hr.	08/19/2019
2. Lila Croley	Nutrition Service Worker – Mead. 2 hrs./day Sched. O, Step 0 @ \$14.34/hr.	08/19/2019
3. Donald Dottei, Jr.*	Nutrition Service Worker – Whit. 3 hrs./day Sched. O, Step 0 @ \$14.34/hr.	08/19/2019
*Currently employed as a Bus Driver, making him a two (2) position employee.		
4. Lillian Koeplinger	Nutrition Service Worker – Grnwd. 2 hrs./day Sched. O, Step 0 @ \$14.34/hr.	08/19/2019
5. Miranda Rutkowski	Nutrition Service Worker – Whit. 2.5 hrs./day Sched. O, Step 0 @ \$14.34/hr.	08/19/2019

F. Substitute Certified Personnel

1. Ciara Clarke
2. Stephanie Frank
3. Maureen Knowles
4. Margaret Martin
5. Halle Newson
6. Kelsey Rodriguez
7. Hanna Sill

G. Substitute Classified Personnel

1. Heather Bacon
2. Patricia Cline
3. Maranda Gray
4. Jamie Hauser
5. Ashley Sniadecki
6. Kathleen Workman

H. Career Coordinator @ \$28.08/hr.

**Career Tech Weighted Funds
08/19/2019 – 06/04/2020**

1. Jean Kornowa

I. Stagehands/Technical Technicians @ \$8.55/hr.

1. Zoey Douge
2. Jordan Konz
3. Luke Konz
4. Emily Mallendick
5. Bryce Worstell

J. Home Instruction Personnel @ \$28.08/hr.

1. Chloe Fairchild
2. Carrie Qurban-Ali
3. Jenny Wietrzykowski

K. All Washington Local School Employees working any Athletic Event are approved to be paid \$35.00 per event.

L. All Certified TAWLS employees (K-12) for Fiscal Year 2019/20 are approved for the following positions per the TAWLS contract:

- School Detention
- School Academic Intervention
- Student Supervisory Assignment
- Extra Class Assignment Resulting from Teacher Absences
- Building Collaboration
- Alternative School Instruction

M. All Certified TAWLS employees (K-12) for Fiscal Year 2019/20 are approved to attend Individualized Education Plan (IEP) and Evaluation Team Report (ETR) Meetings held outside of the contractual work day and will be compensated at the negotiated hourly rate (\$16.73/hr.)

N. All Certified TAWLS employees at Greenwood and Wernert Elementary Schools doing extra work in the Title I School Quality Improvement Grant for Fiscal Year 2019/20 will be compensated at the negotiated hourly rate (28.08/hr.)

5. CHANGE OF CONTRACTS

A. Certified Personnel

1. Heather Binns
Wernert
From Trng. 4 (B.A.), Step 7 @ \$55,184
To Trng. 5 (M.A.), Step 7 @ \$59,847
Effective: 2019/20 School Year
2. Stephanie Eyre
Greenwood
From Trng. 4.5 (B.A.+18), Step 7 @ \$57,516 to Trng. 5 (M.A.), Step 7 @ \$59,847
Effective: 2019/20 School Year
3. Melissa Fitzgerald
Whitmer
From Trng. 4.5 (B.A.+18), Step 17 @ \$76,170 to Trng. 6 (SPEC), Step 17 @ \$87,828
Effective: 2019/20 School Year

4. Brian Kahl
Whitmer
From Trng. 5.5 (M.A.+18), Step 17 @ \$85,496 to Trng. 6 (SPEC), Step 17 @ \$87,828
Effective: 2019/20 School Year

5. Lisa Keller
Whitmer
From Trng. 5 (M.A.), Step 20 @ \$85,496 to Trng. 6 (SPEC), Step 20 @ \$90,160
Effective: 2019/20 School Year

6. Lena Miller
Wernert/Hiawatha
From Trng. 4 (B.A.), Step 5 @ \$50,521 to Trng. 4.5 (B.A.+18), Step 5 @ \$52,852
Effective: 2019/20 School Year

B. Extra Duty Index Personnel

1. Grace Haskins
From Consultant Contract #161L-a Panther Dance Team @ \$1,021 to Consultant Contract #161L Panther Dance Team @ \$3,063
Effective: 2019/20 School Year

Moved by: _____

Seconded by: _____

Mr. Ilstrup ____ Ms. Canales ____ Mr. Hughes ____ Mr. Hunter ____ Mr. Sharp ____

22. Adjournment

Moved by: _____ Seconded by: _____

Mr. Ilstrup _____ Ms. Canales _____ Mr. Hughes _____ Mr. Hunter _____ Mr. Sharp _____

Motion to adjourn carried _____ Yes _____ No
_____ Absent _____ Abstention

Let the record show that an audio recording of this meeting has been made and is on file in the Office of the Treasurer.

The meeting stands adjourned at _____ P.M.