



Minutes of Policy Meeting

The Board of Education

Brecksville-Broadview Heights City School District

A Policy Meeting of the Board of Education of Brecksville-Broadview Heights City School District was held Monday, November 3, 2025, at 1:15 PM in the Brecksville-Broadview Heights Board of Education, 6638 Mill Road, Brecksville, OH 44141.

Attendance Taken at 1:15 PM.

Lisa Galek: Present

Jeffrey Harrison: Present

Ellen Kramer: Present

Craig Yaniglos: Present

Attendance Update Taken at 1:40 PM.

Craig Yaniglos: Absent

1. Opening Items

A. Opening Statement

Today is Monday, November 3, 2025 at 1:15 PM

We are in the Brecksville-Broadview Heights Education Center, 6638 Mill Road, Brecksville, OH 44141

This is a special meeting of the Policy Committee in public for the purpose of reviewing possible changes to Board policies and considering recommendations to the Board regarding updates to policy.

Members:

Jeffrey Harrison, Superintendent

Craig Yaniglos, Treasurer/CFO

Lisa Galek, Board Member

Ellen Kramer, Board Member

NEOLA Representative:

Pat Corbett

B. Pledge of Allegiance

2. Work Session

A. NEOLA Policy Update Review



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General Policy Update Overview

Mr. Harrison requested a general overview of the updates, specifically mentioning Volume 44, Number 1 and the Special Update Transportation. Pat Corbett, acknowledging the complexity of the update, suggested discussing policy packages separately.

1. New Policy Discussion: Credit Card Acceptance (Policy 6109)

- Policy 6109: Pat confirmed that this is not a required policy but one the auditor is asking about.
- Purpose: It provides guardrails similar to those for using a credit card to pay for items, focusing on the district's acceptance of credit card payments from parents or vendors.
- Key Concern (Data): The policy addresses the handling of Personally Identifiable Information and the district's notification responsibilities in the event of a hack or violation of their platform. Pat advised Craig to ensure the service agreement with the payment provider ("Pay Schools") covers the breach notification protocols.
- Key Concern (Fees): Pat raised the question of how the district covers the service charge for using a credit card.
- Auditor Risk: If the district covers the fees as a convenience, the auditor might not see it as an appropriate use of public funds.
- District Practice: Craig stated that, in general, parents pay all fees. The only exception is when a credit card is swiped on-site through Pay Schools, as the district is unable to assess the fee in that case.
- Effective Date: The policy would go into effect once the board passes it.
- Limit on Payment: Craig mentioned removing the optional limit on how much the district is permitted to receive via credit card payment. Pat warned that the auditor may recommend adding a limit later, but saw no immediate issue with removing it.
- Related Policy (6152): A technical correction was made to Policy 6152 to defer to Policy 6109 for the guardrails on credit card use.

Volume 44, Number 1 & Special Updates Review

Pat proceeded to review the other updates, starting with those that are more time-sensitive.

Policy: Non-Discrimination Policies Package

Pat noted that this separate package, which includes 14 policies and 6 administrative guidelines, is not time-sensitive.



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- **Motivation:** The changes are not due to any change in law or federal regulation. They are an attempt to streamline and make implementation easier, especially after following the Title IX evolution.
- **Technical Correction:** A portion of the update addresses the closure of the Cleveland Regional Office for Civil Rights. The proposed policy defaults to referencing the Washington office instead.
- **Streamlining:** The updates condense policies on non-discrimination, anti-harassment, and genetic information (formerly about 15 policies) into fewer documents to simplify the employment and student processes.

Policy 2266: Title IX

The policy was updated because the federal government changed a term and its definition.

- **Term Change:** The term "fondling" is now updated to "Criminal Sexual Contact," and the definition was changed significantly.
- **Deletion of Terms:** Jeff asked about the deletion of the parenthetical reference to "sexual orientation and gender identity". Pat explained:
- The deletion was in response to a Title VI investigation where the federal office was intending to withhold funds if those terms were mentioned.
- The courts still uphold the responsibility to protect those categories under the broader definition of "sex". The removal is intended to avoid a "red flag" with the federal office.

Policy 2430.02: Participation in Extracurricular Activities

This policy, concerning community school and home-educated students, was deemed not necessary for the district since the district had not made an earlier change to allow it.

Policy 3130: Assignment and Transfer (Staff)

This policy incorporates language from House Bill 96.

- **Superintendent Authority:** It bestows upon the Superintendent the sole authority to assign and transfer staff.
- **Factors:** Assignment decisions are to be based on the best interests of students, with seniority and continuing contract status not being a factor.

Policy 5130: Withdrawal from School

The state legislature now prohibits the district from notifying the Registrar of Motor Vehicles when a student under 18 withdraws from school. This was done to ensure the withdrawing student can still obtain a driver's license and get a job.



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Policy 5136: Student Use of Cell Phones

Jeff will confirmed the district will stick with its current policy (severely limited use) and not adopt the proposed revisions mid-year.

- Legislative Conflict: Pat highlighted the ongoing conflict where legislation mandates that the district's emergency management plan must address student access to cell phones during an active threat or emergency.
- Jeff observed this creates a conflict between policies: banning cell phones during the day versus needing them for emergencies.

Policy 5200: Attendance

The department has significantly modified attendance requirements and is expected to issue further guidance after the first of the year.

- Excused Absence: Driver's education is now included as a required, excused absence with certain parameters.
- The absence cannot occur during "core curriculum." Pat suggested the district make the definition of "core curriculum" consistent with the one used for release time for religious instruction.
- Juvenile Court: Legislative changes have modified attendance protocols regarding intervention strategies and reduced the involvement of juvenile court in truancy matters. The district is still required to report to juvenile court, but due to lack of responsiveness, it is not often an effective recourse.

Policy 5223: Release Time for Religious Instruction

The legislature established a minimum of one period per week and a maximum of two periods per week for release time.

- Local Option: The legislature later allowed districts to permit more than two periods per week.
- High School: For high school, the time is stated as the equivalent time to attend one unit of high school credit per week. Pat interpreted this to likely accommodate districts on block schedules.

Policy 5410: Promotion/Retention

This policy is not needed because the district did not include truancy as a reason for student retention.

Policy 6830: Audit

This policy was included because House Bill 96 removed the Auditor of State from the required process of reviewing the district's assets and filing a certificate of assets when there is a change in Treasurer. This is now a mandatory process for the Board, a committee, and the Treasurer to pursue.



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Policy 7540.02: Web Accessibility

This update reflects the latest changes from the Department of Justice regarding the level of accessibility the district's website must have for individuals with disabilities.

- ADA Compliance: Discussion included ADA-compliant items like photo captions, compliant color schemes, and ensuring PDFs can be read by screen-reading devices.
- Timeline: The new requirements go into effect for some districts in 2026 and for others, like Brecksville-Broadview Heights, in 2027 based on community size.
- Public Forum: Pat cautioned that engaging in dialogue on social media (even answering simple questions like "where is the lunch menu?") creates a public forum, which requires the district to archive all dialogue as public documents.

Policy 7541 (Electronic Disaster Processing) and Policy 8300 (Continuity of Organizational Operations)

Pat recommended deleting Policy 7541 (Electronic Disaster Processing) as its content is now incorporated into the broader Policy 8300. Policy 8300 is not a required policy but provides a guide to what is required to be in the district's confidential operations plan.

Policy 8400: School Safety

Two new requirements were added to this policy:

1. The emergency management plan must include a protocol for student use of cell phones during an active threat or emergency.
2. The required inclusion of the 988 suicide and crisis lifeline number on student ID cards or publications.

Policy 8462: Student Abuse and Neglect

The policy was updated to reflect changes in the mandated training requirements regarding child sex abuse and sexual violence. The state no longer requires the use of law enforcement officials or the Department of Education's specific curriculum for this training.

Policy 9270: Home-Educated Students

The update includes the provision that homeschooled youngsters are eligible to participate in a Junior ROTC program without enrolling in the district. Since the district does not have a Junior ROTC program, no revision is needed.



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Transportation Update (Special Supplement)

Policy 8600: Transportation (General)

The main changes relate to the use of alternative vehicles (vans, etc.).

- Capacity Conflict: Ohio regulations increased capacity to 12 passengers plus the driver. However, federal regulations still limit the capacity to 9 passengers plus the driver. Pat advised following the more restrictive federal threshold (9 passengers). The district has chosen to stay with 9 passengers.
- Driver Age: State regulation reverted the minimum age for van drivers back to 18. Pat cautioned that drivers aged 18-21 represent a high-risk group and advised checking with the insurance company. The district has opted to keep the age at 21.

Policy 8640: Transportation for Non-Routine Trips (Field Trips)

- Food and Beverage: The updated regulation allows for the consumption of food or beverage on field trip buses so long as a chaperone is present. This was considered a "huge win" as the prior prohibition was a long-standing point of conflict for drivers and coaches.
- Medical Necessity: Pat noted that food/drink access related to a student's disability (e.g., as part of a 504 plan) is permissible on regular transportation.

Policies 4162 and 4162.01: Drug and Alcohol Testing

- CDL Drivers (4162): Federal changes were made to the return-to-duty process for CDL holders (bus drivers). The definition for alcohol testing now refers to "any detectable amount" rather than the previous .02 to .04% threshold.
- Non-CDL Drivers (4162.01): This is a new policy for drivers of vans and alternative vehicles who do not require a CDL but do need a special license. The district is required to have a testing protocol in place for them.
- Recommendation: Pat strongly recommended making the testing protocol for van drivers very similar or the same as the CDL testing (pre-employment, reasonable suspicion, post-accident) for accountability and safety.
- Random Samples: If the district chooses to include random testing for van drivers, Pat suggested keeping a separate random sample pool from the CDL drivers to prevent watering down the CDL pool and avoiding federal issues.

Next Steps

- Non-Discrimination Package: Jeff received feedback from the legal team after the policy draft was sent out. He will review the non-discrimination policies again with this new legal advice, specifically regarding the inclusion of an appeal process and



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the retention of the parenthetical reference to sexual orientation and gender identity.

- Policy Review: Jeff will involve Brian and Cassie (staff who implement the policies) in reviewing the complex non-discrimination sections before bringing them to the board for the first read.

3. Closing Items

A. Adjournment

RESOLVE to adjourn the meeting. This motion, made by Ellen Kramer and seconded by Lisa Galek, Carried.

Lisa Galek: Yea

Jeffrey Harrison: Yea

Ellen Kramer: Yea

Craig Yaniglos: Absent

Yea: 3, Nay: 0, Absent: 1

Meeting Adjourned at 2:30pm

Committee Chair

Treasurer/CFO



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