Agenda of Regular Board Meeting

The Board of Education
Brecksville-Broadview Heights City School District

A Regular Board Meeting of the Board of Education of Brecksville-Broadview Heights City School District will be held Wednesday, June 24, 2026, beginning at 6:00 PM in the Brecksville-Broadview Heights Board of Education, 6638 Mill Road, Brecksville, OH 44141.

The subjects to be discussed or considered, or upon which any formal action may be taken, are listed below. Items do not have to be taken in the same order as shown on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. Opening Items
   A. Opening Statement
      Today is **Wednesday, June 24, 2026** at **6:00pm**. We are in the Brecksville-Broadview Heights Board of Education, 6638 Mill Road, Brecksville, OH 44141.
      This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. Public participation is governed by Board Bylaw 0169.1 - Public Participation at Board Meetings.
      This meeting will be live-streamed via YouTube and will also be recorded for later viewing.
      Consider subscribing to our BBH Board of Education YouTube Channel where all recordings are posted.
   B. Pledge of Allegiance
      Please stand and join us in the Pledge of Allegiance
   C. Roll Call
2. President's Announcements
   A. Announcements
   B. Notice of Consent Agenda
      Do any Board Members wish to remove any items from the consent agenda?

      Board members can remove any item from the consent agenda and no vote is required for removal. Any items pulled will become separate items and voted on separately.
3. Board Areas of Responsibility

Board Areas of Responsibility are not Board Committees. These are areas where Board Members focus their interests and often times receive relevant reports from administrators to provide updates to the community.

Area	Member
Co-curricular/Extra-curricular	Lisa Galek & Tish Kwiatkowski
Curriculum	Tish Kwiatkowski
Cuyahoga Valley Career Center	Rachel Malec
Finance	Mark Dosen
Legislative/OSBA Liaison	Brad Chase
Permanent Improvement/Facilities	Brad Chase & Mark Dosen
PSO	Lisa Galek
Safety	Lisa Galek & Eva O'Mara
Schools Foundation	Tish Kwiatkowski
Sustainability	Brad Chase & Eva O'Mara
Transportation	Mark Dosen

Board Policy Committee Note:
As a Board Committee, these meetings are given public notice and minutes will be retained. All meeting information is stored and maintained in BoardBook under Committees. This committee meeting is open to the public but will not be livestreamed.

Board Policy Committee Members:
Brad Chase and Eva O'Mara

4. Superintendent's Communications
   A. Announcements and Presentations
5. Treasurer Communications
   A. Monthly CFO Report
   B. Cash Position, Annual Spending Plan, and Investment Reports
6. Community Communications
   A. Hearing of the Public

   Hearing of the Public - **Persons wishing to address the Board of Education may do so at this point.** No formal action will be taken on subjects that are not included on this agenda until the Board has had an opportunity to study them. Comments regarding personnel must be submitted in writing through the Office of the Superintendent. In order for the Board to complete the planned agenda in an effective and efficient manner and to provide sufficient opportunities for members of the public to be heard, **Hearing of the Public**

shall be limited to a maximum of sixty (60) minutes during which each speaker shall be limited to a maximum of three (3) minutes.

7. Consent Agenda
   A. Certified Recommendations
   B. Classified Recommendations
   C. Supplemental Recommendations
   D. Check Register and Bank Reconciliation
   E. Donations

Name	Street	City, State, Zip	Building	Item	Amount
Master Group Enterprises, LLC	2736 Medina Road, Ste. 102	Medina, OH 44256	High School	Cash donation to Girls Lacrosse Team	$109.20
Cuyahoga Valley Youth Organization	101 Forest View Drive	Crossville, TN 38558	High School	Cash donation to Boys Basketball Team	$1,250.00
Master Group Enterprises, LLC	2736 Medina Road, Ste. 102	Medina, OH 44256	High School	Cash donation to Girls Softball Team	$189.60

   F. Minutes
      Regular Board Meeting 05.20.2026 YouTube Recording
      Special Board Meeting 06.01.2026 YouTube Recording
   G. Approval of Consent Agenda
8. Superintendent Recommendations
   A. BBHHS Graduating Class of 2026
   B. 2026-2027 School Handbooks
   C. ABA Outreach Services Agreement
   D. KidsLink School Agreement
      This contract is for a student's tuition to continue their outplacement for the next school year.
   E. Cleveland Clinic Lerner School for Autism Contract
   F. Gerson School Agreement
   G. Adult Day Transition Services Agreement 2026-2027
   H. United Cerebral Palsy Agreements
   I. BOE/BOSS Memorandum of Understanding
   J. Track and Field Team Trip Proposal

- High School Track & Field Team trip to Columbus, Ohio for the OHSAA State Meet - Date: 06/06/2026 - 06/07/2026

K. Cross Country Team Trip Proposal

- High School Cross Country Team trip to McCutchenville, Ohio for Team Camp of Champs - Date: 08/04/2026 - 08/08/2026

L. Administrative Personnel Guidelines
M. UniFirst Customer Service Agreement
N. Gateway Performance Tour Travel Agreement
Gateway Performance Travel Tour agreement for the 2027 BBH Marching Band Trip to NYC. The trip itself was board-approved in January.
O. City of Broadview Heights SRO MOU

9. Public Notice
   A. Public Notice Intent to Rehire
   As required by O.R.C. Section 3309.345, the Brecksville-Broadview Heights City School District Board of Education hereby gives public notice that Kimberly Pena is retiring as an employee of the Board and is seeking reemployment with the Board in the same position as a reemployed retiree.
   The Board will hold a public meeting on the issue of Kimberly Pena being reemployed as a retiree on August 26, 2026, at the Board of Education offices located at 6638 Mill Road, Brecksville.
10. Treasurer Recommendations
   A. Asset Control Solutions
   B. MinuteMen Retainer Service Agreement
   MinuteMen HR Workers' Compensation Retainer Service Agreement for the Bureau of Workers' Compensation (BWC) 2027 Policy Year
   C. OSC After-Bid Van Purchase Resolution
   D. Bureau of Workers' Compensation Transitional Work Program Proposal - Work Injury Solutions
   BBHCSD was recently awarded $8,200 in BWC grant funds to design a comprehensive transitional work program for our district alongside a BWC-accredited developer (Work Injury Solutions).
   E. Asset Disposal - Weight Room Equipment
   Disposal of High School Weight Room Equipment via Public Surplus auction as detailed on the attached asset disposal form.
   F. Asset Disposal - Robotics Equipment
   Disposal of High School Robotics Equipment via Public Surplus auction as detailed on the attached asset disposal form.
   G. Quickmed Service Proposal

Quickmed Occupational Health a la carte services pricing proposal:

☐	*Option 1-A' la Carte
-	BWC (Billed Direct to client MCO, Minutemen)
$50.00	T-8 Physical (2026 Promotion)
$65.00	Urine Drug Screen (Panel will need specified by employer)
$60.00	Breath Alcohol Test
$0.00	Sports Physicals (2026 Fall Sports)
$75.00/call	First Aid Triage Line

H. Pay to Participate Fees for the 2026-2027 School Year
Below is the total amount covered by the General Fund due to the caps being in place

Caps: $500 per student at the HS / $300 per student at the MS.

	Middle School	High School	TOTAL
FY23	$7,111.00	$24,088.00	$31,199.00
FY24	$5,732.00	$27,900.00	$33,632.00
FY25	$6,892.00	$32,058.00	$38,950.00
FY26	$7,967.00	$36,491.00	$44,458.00

I. Project Change Order Authorization
J. Project Change Order Authorization
K. Project Change Order Authorization
L. Transfers
M. FY27 Property, Casualty, Liability, Crime and Cyber Insurance

LINE OF BUSINESS	CONTRIBUTION
Property	153,192
General Liability/ ELL	53,738
Auto Physical Damage	3,151
Auto Liability	25,400
Crime	2,593
Cyber	SORSA Coverage Declined - CFC Policy
Violence	617
TOTAL DUE:	238,691

CFC Cyber Policy Cost : $21,015.75

N. FY26 Final Budget Adjustments, Estimated Resources and Appropriations
O. FY27 Appropriations and Estimated Resources

11. Closing Items
    A. Announcements
       The next regular meeting of the Board of Education is scheduled for July 14, 2026 at 6:00 PM.
       All Board Meeting Dates can be found HERE
    B. Adjournment

BBHCSD

Brecksville-Broadview Heights City School District

Monthly Financial Report

May FY2026

ENDING CASH BALANCE	TRUE DAYS CASH	MONTHLY REVENUE	MONTHLY EXPENDITURES
$24,418,409	**151 days**	**$786,226**	**$4,577,520**

Superintendent: Jeffrey D. Harrison

Prepared by: Craig G. Yaniglos, Treasurer / CFO

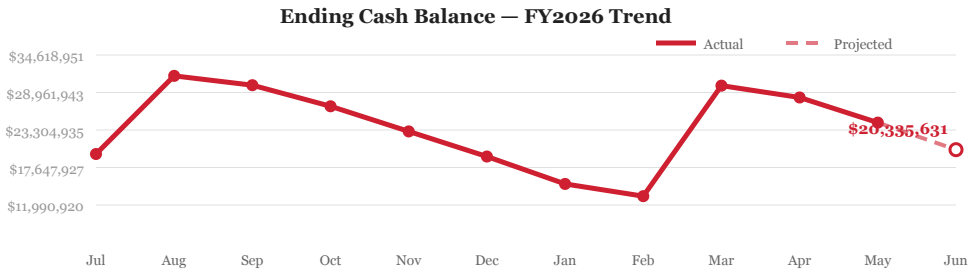
Report Date: June 22, 2026

6638 Mill Road, Brecksville, Ohio 44141 | 440-740-4000 | www.bbhcsd.org

Executive Summary & Treasurer's Commentary

May FY2026

BEGINNING CASH	REVENUE	EXPENDITURES	ENDING CASH
$28,209,702	**$786,226**	**$4,577,520**	**$24,418,409**



Cash Position & Liquidity

The District closed **May FY2026** with a General Fund ending cash balance of **$24,418,409**, representing **151 true days of cash on hand**, a position characterized as **strong - well above the 90-day benchmark**. The District entered the month with $28,209,702 and decreased by $3,791,294 during the month, reflecting the net of all receipts and disbursements for the period. On a fiscal year-to-date basis, cumulative receipts of **$58,100,760** against disbursements of **$52,914,270** produce a FYTD net surplus of **$5,186,490**.

Revenue Portfolio Highlights

3 revenue line items posted material variances relative to the prior fiscal year period — **1 favorable / 2 unfavorable**.

- **Property Tax Alloc** came in **$2,180,556 (100.0%) lower** than the prior fiscal year (Prior: $2,180,556 → Current: $0). *This shift reflects a timing difference in receipt recognition.*

- **All Other Operating Revenue** came in **$128,030 (27.5%) lower** than the prior fiscal year (Prior: $465,766 → Current: $337,736). *Also a timing difference.*

- **Unrestricted Grants-in-Aid** came in **$71,440 (20.1%) higher** than the prior fiscal year (Prior: $354,586 → Current: $426,026).

Expenditure Portfolio Highlights

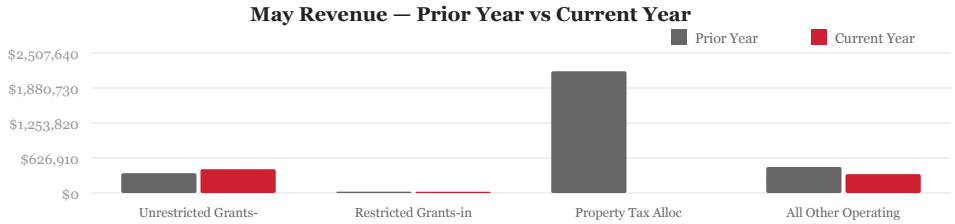
1 expenditure line item posted material variances relative to the prior fiscal year period — **1 favorable / 0 unfavorable**. 1 appear attributable to payment timing differences rather than structural cost increases.

- **Supplies & Materials** came in **$147,240 (60.9%) lower** than the prior fiscal year (Prior: $241,642 → Current: $94,402). *Pattern analysis suggests this may reflect a timing difference in payment processing.*

Revenue Portfolio Analysis

May FY2026 — General Fund 001

📋 **Material Variances This Period:** 3 revenue line items exceed the materiality threshold of **$25,000** and **20%** — **1 favorable** / **2 unfavorable**. Green = favorable Red = unfavorable



Month Comparison (May)

Revenue Category	Prior Year	Current Year	$ Change	% Change
Unrestricted Grants-in-Aid	$354,586	$426,026	**$71,440**	**+20.15%**
Restricted Grants-in-Aid	$23,867	$22,464	**($1,403)**	**-5.88%**
Property Tax Alloc	$2,180,556	$0	**($2,180,556)**	**-100.00%**
All Other Operating Revenue	$465,766	$337,736	**($128,030)**	**-27.49%**
Total Revenue	**$3,024,775**	**$786,226**	**($2,238,548)**	**-74.01%**
Total Other Financing Sources	**$0**	**$0**	**$0**	**+0.00%**
Total Rev & Other Fin Srcs	**$3,024,775**	**$786,226**	**($2,238,548)**	**-74.01%**

📋 **Material FYTD Variances:** 1 revenue line item exceeds the materiality threshold of **$25,000** and **20%** — **0 favorable** / **1 unfavorable**. Green = favorable Red = unfavorable

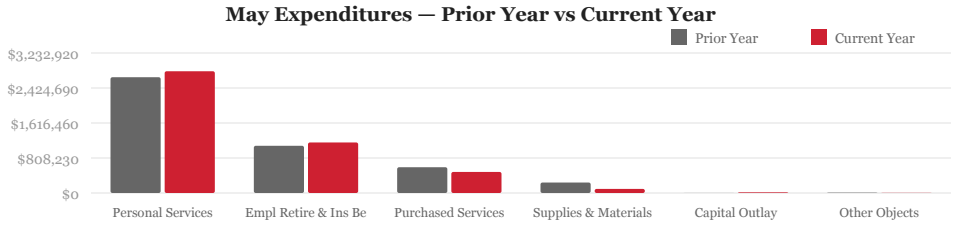
Fiscal Year-to-Date Comparison

Revenue Category	Prior FYTD	Current FYTD	$ Change	% Change
Unrestricted Grants-in-Aid	$4,376,549	$4,999,936	**$623,388**	**+14.24%**
Restricted Grants-in-Aid	$441,436	$260,549	**($180,888)**	**-40.98%**
Property Tax Alloc	$4,284,704	$4,364,380	**$79,677**	**+1.86%**
All Other Operating Revenue	$3,511,838	$4,016,319	**$504,481**	**+14.37%**
Total Revenue	**$55,602,447**	**$57,463,480**	**$1,861,033**	**+3.35%**
Total Other Financing Sources	**$35,397**	**$637,280**	**$601,883**	**+1700.37%**
Total Rev & Other Fin Srcs	**$55,637,844**	**$58,100,760**	**$2,462,916**	**+4.43%**

Expenditure Portfolio Analysis

May FY2026 — General Fund 001

📋 **Material Variances This Period:** 1 expenditure line item exceeds the materiality threshold of **$25,000** and **20%** — **1 favorable** / **0 unfavorable**. Green = favorable Red = unfavorable



Month Comparison (May)

Expenditure Category	Prior Year	Current Year	$ Change	% Change
Personal Services	$2,673,540	$2,811,235	**$137,695**	**+5.15%**
Empl Retire & Ins Benefits	$1,090,237	$1,166,710	**$76,473**	**+7.01%**
Purchased Services	$594,914	$486,236	**($108,678)**	**-18.27%**
Supplies & Materials	$241,642	$94,402	**($147,240)**	**-60.93%**
Capital Outlay	$1,415	$14,909	**$13,494**	**+953.63%**
Other Objects	$8,309	$4,028	**($4,281)**	**-51.53%**
Total Expenditures	**$4,610,058**	**$4,577,520**	**($32,538)**	**-0.71%**
Total Other Financing Uses	**$0**	**$0**	**$0**	**+0.00%**
Total Exp & Other Fin Uses	**$4,610,058**	**$4,577,520**	**($32,538)**	**-0.71%**

📋 **Material FYTD Variances:** 1 expenditure line item exceeds the materiality threshold of **$25,000** and **20%** — **0 favorable** / **1 unfavorable**. Green = favorable Red = unfavorable

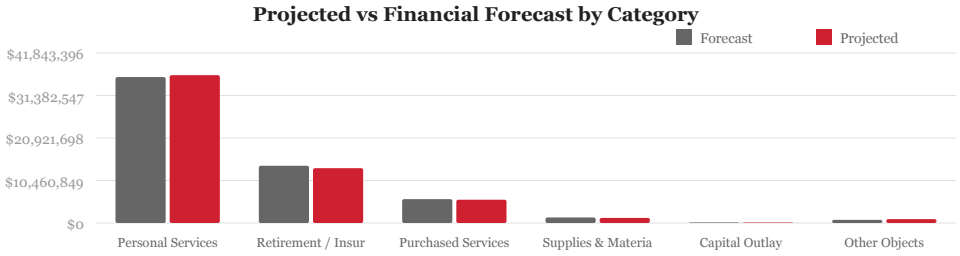
Fiscal Year-to-Date Comparison

Expenditure Category	Prior FYTD	Current FYTD	$ Change	% Change
Personal Services	$32,514,730	$33,172,008	**$657,278**	**+2.02%**
Empl Retire & Ins Benefits	$11,969,525	$12,374,825	**$405,300**	**+3.39%**
Purchased Services	$4,673,620	$5,182,756	**$509,136**	**+10.89%**
Supplies & Materials	$1,336,413	$1,177,870	**($158,543)**	**-11.86%**
Capital Outlay	$42,727	$59,213	**$16,486**	**+38.58%**
Other Objects	$758,085	$947,598	**$189,513**	**+25.00%**
Total Expenditures	**$51,295,100**	**$52,914,271**	**$1,619,170**	**+3.16%**
Total Other Financing Uses	**$185,000**	**$0**	**($185,000)**	**-100.00%**
Total Exp & Other Fin Uses	**$51,480,100**	**$52,914,271**	**$1,434,170**	**+2.79%**

Financial Forecast Comparison

May FY2026 — Projected Full-Year vs. Forecast Baseline

📋 **Forecast Alignment Note: Other Objects** is tracking +22.66% above forecast (unfavorable). **Supplies & Materials** is tracking +7.85% below forecast (favorable).



Category	Current Projection	Financial Forecast	Variance ($)	Variance (%)
Total Revenue	**$58,470,428**	**$57,422,011**	**$1,048,417**	**+1.83%**
Total Revenue & Other Financing Sources	**$59,107,708**	**$58,058,955**	**$1,048,753**	**+1.81%**
Personal Services	$36,385,562	$35,919,415	**$466,147**	**+1.30%**
Retirement / Insurance Benefits	$13,490,530	$14,091,654	**($601,124)**	**-4.27%**
Purchased Services	$5,728,252	$5,872,786	**($144,534)**	**-2.46%**
Supplies & Materials	$1,252,820	$1,359,574	**($106,754)**	**-7.85%**
Capital Outlay	$111,592	$131,011	**($19,419)**	**-14.82%**
Other Objects	$950,238	$774,707	**$175,531**	**+22.66%**
Total Expenditures & Other Financing Uses	**$58,003,995**	**$58,199,147**	**($195,152)**	**-0.34%**

Financial Forecast baseline derived from the most recently adopted Financial Forecast filed pursuant to Ohio Revised Code §5705.391 and Ohio Administrative Code §3301-92. Projected totals represent current annualized run-rate based on FYTD actuals and remaining encumbrances.

Ledger Variance & Root Cause Analysis

May FY2026 — General Fund 001 vs. FY23/FY24/FY25 Historical Baseline

Cross-referencing May FY2026 General Fund 001 actuals against the FY23/FY24/FY25 historical average for this period (fiscal period 11) reveals: Expenditure activity above historical baseline in **Regular ($185,165 above avg); Regular ($37,464 above avg); Temporary ($2,290 above avg)** — review for appropriation headroom. Favorable below-baseline expenditure activity in **Temporary and Supplemental**. Strong above-baseline receipts in **Other Transportation Fees ($5,550 above avg)**. Revenue lines below historical baseline: **General Property Tax: Real Estate - Unrestricted and Regular Day School**.

Top Expenditure Deviations from Historical Baseline

Object	Description	FY2026 Actual	FY23/FY24/FY25 Avg	Net Variance	% Chg
111	Regular	$2,150,403	$1,965,238	**$185,165**	**+9.42%**
112	Temporary	$3,506	$9,947	**($6,440)**	**-64.75%**
113	Supplemental	$1,080	$2,254	**($1,174)**	**-52.09%**
141	Regular	$679,247	$641,783	**$37,464**	**+5.84%**
142	Temporary	$19,008	$16,718	**$2,290**	**+13.70%**

Top Revenue Deviations from Historical Baseline

Receipt	Description	FY2026 Actual	FY23/FY24/FY25 Avg	Net Variance	% Chg
R1111	General Property Tax: Real Estate - Unrestricted	$0	$22,368	**($22,368)**	**-100.00%**
R1211	Regular Day School	$5,785	$27,100	**($21,315)**	**-78.65%**
R1219	Miscellaneous Tuition from Patrons	$4,350	$4,886	**($536)**	**-10.98%**
R1390	Other Transportation Fees	$9,784	$4,235	**$5,550**	**+131.05%**
R1410	Interest on Investments	$110,730	$122,519	**($11,789)**	**-9.62%**

Baseline averages are per-period totals from FY23/FY24/FY25 for Fund 001 only. Variances may reflect timing, program changes, or structural cost/receipt shifts.

		JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	% of Forecast	JUN	PROJECTED TOTAL	FORECAST FEB 2026
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL				
	BEGINNING CASH BALANCE	19,231,919	19,682,820	31,471,773	30,064,054	26,884,065	23,092,089	19,302,793	15,167,855	13,323,244	29,997,925	28,209,702		24,418,409		
	RECEIPTS															
1.01	REAL ESTATE	4,232,984	14,777,317	0	0	0	0	976,000	1,957,000	18,948,666	0	0	100.32%	0	40,891,968	40,759,798
1.02	PERSONAL TANGIBLE	0	1,251,564	0	0	0	0	0	0	1,678,764	0	0	95.91%	0	2,930,328	3,055,134
1.035	UNRESTRICTED GRANTS-IN-AID	380,631	501,647	380,524	544,488	482,462	421,631	562,451	429,787	442,878	427,411	426,026	93.14%	421,208	5,421,145	5,367,949
1.04	RESTRICTED GRANTS-IN-AID	50,621	22,451	22,451	21,856	21,614	10,708	21,296	21,232	24,196	21,661	22,464	39.47%	540,050	800,598	660,122
1.05	PROPERTY TAX ALLOCATION	0	0	2,172,549	0	0	0	0	0	0	2,191,831	0	100.61%	0	4,364,380	4,337,754
1.06	ALL OTHER OPERATING REVENUE	299,037	719,066	463,070	321,087	229,172	206,457	96,647	239,887	755,510	348,648	337,736	123.91%	45,689	4,062,008	3,241,254
1.07	TOTAL REVENUE	4,963,274	17,272,046	3,038,595	887,431	733,249	638,795	1,656,394	2,647,907	21,850,014	2,989,550	786,226		1,006,947	58,470,428	57,422,011
2.01	PROCEEDS FROM SALES OF NOTES	0	0	0	0	0	0	0	0	0	0	0	0.00%	0	0	0
2.02	STATE LOANS AND ADVANCEMENTS	0	0	0	0	0	0	0	0	0	0	0	0.00%	0	0	0
2.04/5	TRANSFERS IN AND ADVANCES IN	0	0	0	0	0	0	0	0	0	0	0	0.00%	0	0	0
2.06	ALL OTHER FINANCING SOURCES	27,891	10,900	0	595,552	0	0	2,602	335	0	0	0	100.05%	0	637,280	636,944
2.08	TOTAL REVENUE AND OTHER FINANCING	4,991,164	17,282,946	3,038,595	1,482,983	733,249	638,795	1,658,996	2,648,242	21,850,014	2,989,550	786,226	100.07%	1,006,947	59,107,708	58,058,955
	TOTAL RECEIPTS PLUS CASH BALANCE	24,223,083	36,965,766	34,510,368	31,547,037	27,617,314	23,730,885	20,961,788	17,816,097	35,173,258	32,987,475	28,995,929	IDEAL	25,425,356	**59,107,708**	**58,058,955**
	EXPENDITURES		3			Supplementals		3		Supplementals			91.00%	Supplementals		
3.01	PERSONAL SERVICES	2,400,257	3,664,300	2,857,308	2,919,656	3,059,198	2,790,762	4,090,313	2,857,397	2,948,078	2,773,505	2,811,235	92.35%	3,213,553	36,385,562	35,919,415
3.02	EMPLOYEES RETIREMENT/INSURANCE	1,110,051	1,096,172	1,124,434	1,106,788	1,107,713	1,100,624	1,245,914	1,094,750	1,102,596	1,119,074	1,166,710	87.82%	1,115,705	13,490,530	14,091,654
3.03	PURCHASED SERVICES	873,984	311,928	330,279	509,974	269,679	475,945	347,349	471,523	496,527	609,332	486,236	88.25%	545,496	5,728,252	5,872,786
3.04	SUPPLIES AND MATERIALS	111,553	100,086	102,756	119,698	83,319	54,746	92,896	60,042	91,308	267,065	94,402	86.64%	74,950	1,252,820	1,359,574
3.05	CAPITAL OUTLAY(INCL. REPLACEMENT)	3,421	12,110	20,567	1,367	110	2,034	1,812	64	2,384	435	14,909	45.20%	52,380	111,592	131,011
4.02	DEBT SERVICE: PRINCIPAL-NOTES	0	0	0	0	0	0	0	0	0	0	0	0.00%	0	0	0
4.04	DEBT SERVICE: PRINCIPAL-STATE ADVANCES	0	0	0	0	0	0	0	0	0	0	0	0.00%	0	0	0
4.06	INTEREST AND FISCAL CHARGES	0	0	0	0	0	0	0	0	0	0	0	0.00%	0	0	0
4.3	OTHER OBJECTS	40,997	309,397	10,968	5,490	5,206	3,981	15,650	9,078	534,440	8,363	4,028	122.32%	2,641	950,238	774,707
5.01/2	TRANSFERS OUT AND ADVANCES OUT	0	0	0	0	0	0	0	0	0	0	0	0.00%	85,000	85,000	50,000
5.03	ALL OTHER FINANCING USES	0											0.00%			
5.02	**TOTAL EXPENDITURES AND OTHER FINANCING**	4,540,263	5,493,993	4,446,313	4,662,973	4,525,224	4,428,092	5,793,933	4,492,854	5,175,333	4,777,773	4,577,520	90.92%	5,089,725	**58,003,995**	**58,199,147**
	MONTHLY POS/NEG	450,902	11,788,953	-1,407,718	-3,179,990	-3,791,975	-3,789,297	-4,134,938	-1,844,612	16,674,681	-1,788,223	-3,791,294		-4,082,777	1,103,712	-140,192
	ENDING CASH BALANCE (MONTHLY)	**19,682,820**	**31,471,773**	**30,064,054**	**26,884,065**	**23,092,089**	**19,302,793**	**15,167,855**	**13,323,244**	**29,997,925**	**28,209,702**	**24,418,409**		**20,335,631**	**20,335,631**	**19,091,727**
															OVER/UNDER FORECAST	1,243,904
	TRUE DAYS CASH	122	194	186	166	143	119	94	82	185	174	151		126	126	

BRECKSVILLE-BROADVIEW HEIGHTS CSD
OH Cash Position Report

ACCOUNTING PERIOD : 11/26

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
001	0000	GENERAL	19,231,918.78	786,226.46	58,100,760.17	4,577,519.99	52,914,270.58	24,418,408.37	1,291,032.69	23,127,375.68
Total For Fund 001:			19,231,918.78	786,226.46	58,100,760.17	4,577,519.99	52,914,270.58	24,418,408.37	1,291,032.69	23,127,375.68
002	0000	DEBT RETIREMENT	4,404,006.30	0.00	3,274,010.51	752,693.05	2,446,636.10	5,231,380.71	0.00	5,231,380.71
Total For Fund 002:			4,404,006.30	0.00	3,274,010.51	752,693.05	2,446,636.10	5,231,380.71	0.00	5,231,380.71
003	9100	PI - DISTRICT	500,897.98	0.00	810,039.16	-21,670.80	721,838.76	589,098.38	471,447.94	117,650.44
003	9300	PI - TTT	690,888.31	4,826.90	1,109,550.11	70,487.93	1,095,714.37	704,724.05	993,988.32	-289,264.27
003	9500	PI - TURF	823,756.52	0.00	0.00	0.00	0.00	823,756.52	416,299.70	407,456.82
Total For Fund 003:			2,015,542.81	4,826.90	1,919,589.27	48,817.13	1,817,553.13	2,117,578.95	1,881,735.96	235,842.99
004	9021	BBH PREK-5 CONSTRUCTION	2,837,844.80	21,839.82	157,839.86	0.00	762,520.79	2,233,163.87	1,777,948.62	455,215.25
Total For Fund 004:			2,837,844.80	21,839.82	157,839.86	0.00	762,520.79	2,233,163.87	1,777,948.62	455,215.25
006	0000	LUNCHROOM	575,316.78	136,528.85	1,358,822.22	150,684.50	1,448,439.53	485,699.47	221,610.57	264,088.90
006	9019	FOOD SERVICE VENDING MACH	127,962.90	2,471.87	33,818.61	1,717.63	13,616.98	148,164.53	11,795.75	136,368.78

ACCOUNTING PERIOD : 11/26

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
Total For Fund	006:		703,279.68	139,000.72	1,392,640.83	152,402.13	1,462,056.51	633,864.00	233,406.32	400,457.68
007	0000	SCHOLARSHIP FUND	103,009.53	25,337.22	151,578.22	0.00	113,775.00	140,812.75	500.00	140,312.75
007	9021	UNCLAIMED FUNDS	35,755.54	0.00	-1,200.00	0.00	0.00	34,555.54	0.00	34,555.54
007	9100	BOE SUNSHINE FUND	343.59	0.00	310.00	0.00	182.90	470.69	200.00	270.69
007	9101	BOE RETIREMENT	19.05	0.00	0.00	0.00	0.00	19.05	0.00	19.05
007	9102	HS SUNSHINE FUND	5,814.59	0.00	0.00	100.00	249.95	5,564.64	0.00	5,564.64
007	9103	MS SUNSHINE FUND	13,813.72	970.00	1,990.00	110.47	3,541.66	12,262.06	4,492.42	7,769.64
Total For Fund	007:		158,756.02	26,307.22	152,678.22	210.47	117,749.51	193,684.73	5,192.42	188,492.31
009	9100	CHROMEBOOK INSURANCE	224,446.95	3,478.00	86,901.70	0.00	132,139.50	179,209.15	10,330.36	168,878.79
009	9102	BBHHS UNIFORM SUPPLY	109,422.19	2,898.70	85,485.10	6,169.91	65,404.50	129,502.79	8,318.17	121,184.62
009	9103	BBHMS UNIFORM SUPPLY	85,441.64	1,484.00	44,617.90	626.59	27,595.29	102,464.25	7,178.77	95,285.48
009	9109	BBHES UNIFORM SUPPLY	38,986.79	2,030.00	90,718.00	7,772.74	71,558.52	58,146.27	2,257.92	55,888.35
Total For Fund	009:		458,297.57	9,890.70	307,722.70	14,569.24	296,697.81	469,322.46	28,085.22	441,237.24
013	9022	BLOSSOM FIELD HOUSE	90,000.00	10,000.00	10,000.00	0.00	0.00	100,000.00	0.00	100,000.00

BRECKSVILLE-BROADVIEW HEIGHTS CSD
OH Cash Position Report

ACCOUNTING PERIOD : 11/26

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
Total For Fund	013:		90,000.00	10,000.00	10,000.00	0.00	0.00	100,000.00	0.00	100,000.00
014	9109	BBHES ROTARY	15,686.87	780.00	16,952.51	2,904.82	14,804.32	17,835.06	0.00	17,835.06
014	9210	BBHHS ROTARY	19,253.56	0.00	26,931.19	2,198.53	22,795.04	23,389.71	969.77	22,419.94
014	9211	BBHMS ROTARY	12,590.76	7,206.15	216,049.33	5,306.11	204,114.89	24,525.20	25,594.42	-1,069.22
014	9700	HS - AP TESTING	54,814.51	2,331.30	131,312.30	252.69	283.41	185,843.40	126,740.00	59,103.40
Total For Fund	014:		102,345.70	10,317.45	391,245.33	10,662.15	241,997.66	251,593.37	153,304.19	98,289.18
018	9109	BBHES PRINCIPAL FUND	82,618.39	137.83	26,405.36	696.80	12,010.59	97,013.16	832.67	96,180.49
018	9200	BBHHS PRINCIPAL FUND	79,834.90	2,341.27	26,743.17	3,359.19	24,195.31	82,382.76	4,222.83	78,159.93
018	9201	BBHMS PRINCIPAL FUND	28,649.57	972.00	26,096.43	446.55	18,424.44	36,321.56	2,493.38	33,828.18
Total For Fund	018:		191,102.86	3,451.10	79,244.96	4,502.54	54,630.34	215,717.48	7,548.88	208,168.60
019	9003	NASA NE OHIO STEM EDUC.OP	7.93	0.00	0.00	0.00	0.00	7.93	0.00	7.93
019	9021	SCHOOL FOUNDATION	0.00	251.52	21,523.24	4,943.04	27,732.28	-6,209.04	0.00	-6,209.04
019	9025	UNIFIED SPORTS	0.00	0.00	0.00	572.74	572.74	-572.74	1,200.00	-1,772.74
019	9026	FY26 SUSTAINABILITY GRANT	0.00	0.00	0.00	3,022.60	3,022.60	-3,022.60	10,659.19	-13,681.79

ACCOUNTING PERIOD : 11/26

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
019	9300	CAPA	182,302.55	10,127.74	32,669.41	8,785.57	94,873.71	120,098.25	611.93	119,486.32
019	9321	SUMMER SCHOOL PROGRAM	4,997.77	0.00	0.00	0.00	4,997.77	0.00	0.00	0.00
019	9397	HOMEWORK STUDY TABLES	3,709.99	0.00	0.00	0.00	0.00	3,709.99	0.00	3,709.99
019	9474	SKUZA FOUNDATION	0.00	21,649.23	74,239.45	9,290.08	95,130.53	-20,891.08	9,459.22	-30,350.30
019	9476	KARTHAN GRANT	0.00	6,930.00	15,881.25	2,021.25	20,212.50	-4,331.25	0.00	-4,331.25
Total For Fund	019:		191,018.24	38,958.49	144,313.35	28,635.28	246,542.13	88,789.46	21,930.34	66,859.12
020	9100	BEEKEEPERS - CHILD CARE	786,287.01	27,826.25	476,079.43	25,463.37	369,131.91	893,234.53	14,379.73	878,854.80
Total For Fund	020:		786,287.01	27,826.25	476,079.43	25,463.37	369,131.91	893,234.53	14,379.73	878,854.80
026	9001	SUBURBAN HEALTH	0.00	8,716,329.21	74,326,518.41	7,131,074.85	65,751,485.34	8,575,033.07	11,086,040.25	-2,511,007.18
Total For Fund	026:		0.00	8,716,329.21	74,326,518.41	7,131,074.85	65,751,485.34	8,575,033.07	11,086,040.25	-2,511,007.18
035	9001	TERMINATION BENEFITS	1,860,171.01	0.00	0.00	0.00	638,017.28	1,222,153.73	0.00	1,222,153.73
Total For Fund	035:		1,860,171.01	0.00	0.00	0.00	638,017.28	1,222,153.73	0.00	1,222,153.73

ACCOUNTING PERIOD : 11/26

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
070	9024	MASTER CAMPUS PLAN	6,554,800.00	0.00	75,000.00	0.00	190,688.00	6,439,112.00	307,136.00	6,131,976.00
Total For Fund 070:			6,554,800.00	0.00	75,000.00	0.00	190,688.00	6,439,112.00	307,136.00	6,131,976.00
200	900A	HS ANNUAL (HS YEARBOOK)	10,206.36	0.00	15,515.72	4,686.61	8,232.90	17,489.18	3,831.05	13,658.13
200	901A	HS DRUMLINE	32.79	0.00	0.00	0.00	0.00	32.79	0.00	32.79
200	902A	HS ACADEMIC CHALLENGE	1,638.46	0.00	1,387.00	0.00	2,066.31	959.15	0.00	959.15
200	903A	HS ART CLUB	245.51	0.00	212.00	0.00	335.66	121.85	0.00	121.85
200	904A	FRENCH CLUB	134.51	0.00	530.00	0.00	335.66	328.85	0.00	328.85
200	905A	MARCHING BAND	12,283.33	318.00	14,362.30	1,528.17	14,571.17	12,074.46	653.83	11,420.63
200	906A	GARDEN CLUB	150.00	0.00	0.00	0.00	0.00	150.00	0.00	150.00
200	907A	SCIENCE OLYMPIAD	1,744.63	0.00	150.00	0.00	575.00	1,319.63	100.00	1,219.63
200	908A	BIOLOGY CLUB	3,221.89	0.00	1,738.00	162.41	926.17	4,033.72	577.49	3,456.23
200	909A	MUSIC IN MOTION (MIM)	0.00	0.00	0.00	0.00	1,091.00	-1,091.00	0.00	-1,091.00
200	919A	HUDDLE	22,417.10	32.00	4,635.00	3,508.59	5,746.53	21,305.57	0.00	21,305.57
200	920B	CLASS OF 2020	279.60	0.00	0.00	0.00	0.00	279.60	0.00	279.60
200	922A	DRAMA CLUB	33,017.18	278.00	30,880.18	3,482.00	24,946.00	38,951.36	0.00	38,951.36
200	923A	AP BIOLOGY CLUB	17.40	0.00	0.00	0.00	0.00	17.40	0.00	17.40
200	927A	GERMAN CLUB	2,653.02	6.00	1,522.00	110.50	1,567.51	2,607.51	103.15	2,504.36
200	929A	MU ALPHA THETA	1,000.11	150.00	1,694.00	29.02	1,446.55	1,247.56	686.45	561.11

ACCOUNTING PERIOD : 11/26

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
200	930A	HY-BREEZE	225.23	0.00	960.00	10.45	225.00	960.23	0.00	960.23
200	932A	KEY CLUB	4,788.21	44.00	6,637.00	669.00	7,967.99	3,457.22	1,060.77	2,396.45
200	933A	MOCK TRIAL	517.69	0.00	2,919.33	0.00	1,290.50	2,146.52	400.00	1,746.52
200	934A	PHOTOGRAPHY CLUB	648.77	0.00	0.00	0.00	0.00	648.77	0.00	648.77
200	936A	NATIONAL HONOR SOCIETY	2,589.66	0.00	4,786.41	33.18	1,661.65	5,714.42	2,288.35	3,426.07
200	937A	ORCHESTRA	63.94	0.00	0.00	0.00	0.00	63.94	0.00	63.94
200	941A	MS - HUDDLE JR.	6,024.02	80.00	10,656.05	824.50	6,086.06	10,594.01	0.00	10,594.01
200	942A	S.A.D.D.	5,309.39	0.00	2,989.00	483.05	1,884.14	6,414.25	0.00	6,414.25
200	943A	SPANISH CLUB	2,739.54	6.00	1,305.00	0.00	750.27	3,294.27	285.39	3,008.88
200	944A	S.A.F.E.	4,231.75	0.00	885.00	0.00	503.66	4,613.09	500.00	4,113.09
200	945A	STUDENT COUNCIL	29,304.08	0.00	14,489.59	1,050.00	8,638.76	35,154.91	6,283.60	28,871.31
200	946A	CONCESSIONS	3,585.50	792.25	18,411.61	0.00	17,597.30	4,399.81	3,560.65	839.16
200	947A	YOUTH IN GOVERNMENT	7,053.14	0.00	15,102.33	0.00	15,967.66	6,187.81	0.00	6,187.81
200	948A	BEE-TV	3,006.20	0.00	0.00	0.00	0.00	3,006.20	0.00	3,006.20
200	949A	PROJECT SUPPORT	2,765.12	0.00	0.00	0.00	0.00	2,765.12	0.00	2,765.12
200	950A	MODEL UN	7,126.16	0.00	15,782.34	0.00	14,440.21	8,468.29	0.00	8,468.29
200	951A	SPEECH & DEBATE	40.01	0.00	0.00	0.00	0.00	40.01	0.00	40.01
200	952A	TRI-M SOCIETY	4,678.24	0.00	704.00	0.00	847.35	4,534.89	0.00	4,534.89
200	953A	NATIONAL ART HONOR	3,481.99	0.00	993.37	500.00	886.07	3,589.29	0.00	3,589.29
200	954A	RESPECT	1,662.26	0.00	0.00	0.00	0.00	1,662.26	0.00	1,662.26

ACCOUNTING PERIOD : 11/26

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
200	955A	ROBOTICS CLUB	4,933.30	1,707.00	64,820.50	0.00	59,966.09	9,787.71	7,420.81	2,366.90
200	955B	MS ROBOTICS CLUB	2,197.88	0.00	4,766.00	0.00	2,182.00	4,781.88	1,519.06	3,262.82
200	957A	CHINESE CLUB	247.85	0.00	0.00	0.00	0.00	247.85	0.00	247.85
200	958A	HS COMMUNICATION	164.56	0.00	0.00	0.00	0.00	164.56	0.00	164.56
200	959A	MUSIC IN OUR SCHOOLS	1,160.66	0.00	0.00	0.00	594.86	565.80	0.00	565.80
200	960A	JUNIOR CLASS PROJECT	8,867.05	0.00	51,855.00	1,629.86	44,742.56	15,979.49	1,423.89	14,555.60
200	963E	CLASS OF 2026	597.43	0.00	1,581.65	0.00	0.00	2,179.08	1,300.00	879.08
200	963F	CLASS OF 2027	100.00	0.00	641.50	0.00	0.00	741.50	0.00	741.50
200	980A	MS - BUILDERS CLUB	538.06	0.00	1,533.00	614.95	1,370.27	700.79	0.00	700.79
200	981A	MS - COMPUTER CLUB	5,249.26	0.00	0.00	0.00	0.00	5,249.26	0.00	5,249.26
200	982A	MS - HONEYCOMB	658.02	0.00	584.00	0.00	883.66	358.36	0.00	358.36
200	983A	MS - MUSIC FUND	3,424.77	0.00	42.00	0.00	0.00	3,466.77	0.00	3,466.77
200	984A	MS ART CLUB	0.00	33.00	576.00	0.00	335.66	240.34	0.00	240.34
200	985A	MS - MODEL UN	610.50	0.00	10,709.00	0.00	10,899.72	419.78	0.00	419.78
200	986A	MS - STAGE CREW	5,423.07	46.00	3,646.00	2,274.43	3,285.23	5,783.84	460.52	5,323.32
200	987A	MS - MATH COUNTS	1,069.95	0.00	1,640.00	0.00	1,998.70	711.25	0.00	711.25
200	988A	MS - C.A.R.E.S.	3,155.36	0.00	199.30	0.00	0.00	3,354.66	0.00	3,354.66
200	989A	MS YEARBOOK	4,379.75	24.00	1,116.00	0.00	671.32	4,824.43	100.00	4,724.43
200	990A	MS POWER OF THE PEN	1,283.85	45.00	1,477.00	620.48	2,371.81	389.04	0.00	389.04

ACCOUNTING PERIOD : 11/26

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
Total For Fund 200:			222,944.11	3,561.25	314,434.18	22,217.20	269,888.96	267,489.33	32,555.01	234,934.32
300	9014	OHSAA TOURNAMENTS	11,889.18	245.00	14,288.60	0.00	6,169.65	20,008.13	67.25	19,940.88
300	914A	BASEBALL	35,226.54	12,249.30	38,962.01	14,587.73	56,616.94	17,571.61	1,224.98	16,346.63
300	914B	GIRLS BASKETBALL	17,829.88	8,285.00	35,075.56	1,140.00	27,889.49	25,015.95	7,619.05	17,396.90
300	914C	BASKETBALL-BOYS	24,933.60	9,420.00	75,640.46	3,354.33	78,627.38	21,946.68	19,669.27	2,277.41
300	914D	BOWLING	6,682.96	0.00	3,625.54	0.00	3,139.45	7,169.05	37.55	7,131.50
300	914E	CHERLEADING	6,273.92	0.00	13,985.88	3,529.45	14,622.14	5,637.66	2,626.01	3,011.65
300	914H	CROSS-COUNTRY	13,783.69	0.00	14,114.00	0.00	13,341.87	14,555.82	1,580.37	12,975.45
300	914I	FOOTBALL	66,718.52	33,446.00	69,180.00	17,520.90	81,670.21	54,228.31	24,604.87	29,623.44
300	914J	GOLF-GIRLS	3,933.16	0.00	4,686.50	146.66	2,682.13	5,937.53	1,374.36	4,563.17
300	914K	GOLF-BOYS	3,584.77	0.00	791.78	0.00	2,330.24	2,046.31	1,099.50	946.81
300	914L	GYMNASTICS	7,280.41	0.00	6,198.77	0.00	5,324.39	8,154.79	2,063.73	6,091.06
300	914M	HOCKEY	452.90	0.00	0.00	0.00	0.00	452.90	0.00	452.90
300	914N	HONEYBEES	2,413.07	0.00	770.00	0.00	1,412.80	1,770.27	887.20	883.07
300	914O	LACROSSE-GIRLS	19,630.17	109.20	2,877.33	2,390.98	4,565.98	17,941.52	3,332.92	14,608.60
300	914P	LACROSSE-BOYS	4,682.35	0.00	5,733.54	95.51	4,749.65	5,666.24	4,680.35	985.89
300	914Q	SOCCER-GIRLS	7,794.43	0.00	16,174.20	0.00	9,731.01	14,237.62	623.16	13,614.46
300	914R	SOCCER-BOYS	8,989.50	0.00	8,070.54	0.00	8,436.13	8,623.91	4,963.87	3,660.04
300	914S	SOFTBALL	7,948.43	3,713.30	7,115.99	0.00	8,767.98	6,296.44	864.00	5,432.44

ACCOUNTING PERIOD : 11/26

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
300	914T	SWIMMING & DIVING	10,626.60	0.00	20,625.59	0.00	9,336.75	21,915.44	3,644.68	18,270.76
300	914U	TENNIS-GIRLS	3,714.51	0.00	0.00	0.00	32.19	3,682.32	967.81	2,714.51
300	914V	TENNIS-BOYS	3,565.39	0.00	2,495.21	0.00	3,304.62	2,755.98	1,511.50	1,244.48
300	914W	TRACK & FIELD-GIRLS	11,566.16	0.00	-2,768.54	1,304.49	1,605.11	7,192.51	3,304.12	3,888.39
300	914X	TRACK & FIELD-BOYS	11,362.19	0.00	-2,728.95	1,057.58	1,460.74	7,172.50	3,334.25	3,838.25
300	914Y	VOLLEYBALL-GIRLS	29,873.61	8,110.00	18,478.32	350.00	21,299.56	27,052.37	20,941.48	6,110.89
300	914Z	VOLLEYBALL-BOYS	2,404.55	375.00	775.00	780.31	1,485.75	1,693.80	679.69	1,014.11
300	915A	HS ATHLETICS-WRESTLING	17,720.46	0.00	10,605.57	714.95	13,200.60	15,125.43	239.69	14,885.74
300	950A	HS ATHLETIC FUND	0.00	15,237.00	211,148.59	10,239.94	213,839.86	-2,691.27	9,676.91	-12,368.18
300	980A	MS - ATHLETIC FUND	9,012.91	0.00	17,230.85	400.00	15,939.11	10,304.65	0.00	10,304.65
300	985R	MS ATHLETIC FUND-RESALE	813.58	0.00	0.00	0.00	0.00	813.58	0.00	813.58
300	990A	WRESTLING TOURNAMENT	3,645.57	0.00	21,955.00	0.00	20,336.98	5,263.59	3,415.00	1,848.59
Total For Fund	300:		354,353.01	91,189.80	615,107.34	57,612.83	631,918.71	337,541.64	125,033.57	212,508.07
401	9025	FY25 ASSUMPTION AUX	33,559.27	0.00	-18,559.64	0.00	14,999.63	0.00	0.00	0.00
401	9026	FY26 ASSUMPTION AUX	0.00	59.34	187,218.08	46,854.30	161,183.56	26,034.52	20,824.08	5,210.44
Total For Fund	401:		33,559.27	59.34	168,658.44	46,854.30	176,183.19	26,034.52	20,824.08	5,210.44

ACCOUNTING PERIOD : 11/26

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
451	9020	K-12 CONNECTIVITY	3,727.71	0.00	3,000.00	0.00	0.00	6,727.71	0.00	6,727.71
Total For Fund 451:			3,727.71	0.00	3,000.00	0.00	0.00	6,727.71	0.00	6,727.71
499	9026	EPA GRANT - 10K	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00
499	9124	FY24 AG SECURITY GRANT	1,062.50	0.00	0.00	0.00	1,062.50	0.00	0.00	0.00
499	9125	FY25 SAFETY AND SECURITY	12,977.42	0.00	0.00	0.00	12,977.42	0.00	0.00	0.00
499	9126	FY26 SAFETY & SECURITY	0.00	0.00	16,188.50	4,758.22	7,325.24	8,863.26	9,069.10	-205.84
499	9225	FY25 AG SECURITY	19,766.00	0.00	0.00	0.00	19,766.00	0.00	0.00	0.00
499	9226	FY26 AG SAFETY & SECURE	0.00	0.00	40,000.00	23,900.61	32,563.60	7,436.40	7,436.40	0.00
499	9326	FY26 BUS SAFETY GRANT	0.00	0.00	0.00	7,817.00	7,817.00	-7,817.00	0.00	-7,817.00
Total For Fund 499:			43,805.92	0.00	56,188.50	36,475.83	91,511.76	8,482.66	16,505.50	-8,022.84
516	9025	FY25 IDEA-B MS INSTRUCT	0.00	0.00	2,864.23	0.00	2,864.23	0.00	0.00	0.00
516	9026	FY26 IDEA B	0.00	806,686.06	806,686.06	10,782.05	806,675.27	10.79	692.86	-682.07
Total For Fund 516:			0.00	806,686.06	809,550.29	10,782.05	809,539.50	10.79	692.86	-682.07
551	9026	FY26 TITLE III	0.00	18,801.78	18,801.78	0.00	18,801.78	0.00	100.00	-100.00

ACCOUNTING PERIOD : 11/26

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
Total For Fund 551:			0.00	18,801.78	18,801.78	0.00	18,801.78	0.00	100.00	-100.00
572	9026	FY26 TITLE IA	0.00	257,407.18	257,407.18	-84,123.00	257,407.18	0.00	3,509.52	-3,509.52
Total For Fund 572:			0.00	257,407.18	257,407.18	-84,123.00	257,407.18	0.00	3,509.52	-3,509.52
584	9025	FY25 TITLE IV	0.00	0.00	349.00	0.00	349.00	0.00	0.00	0.00
584	9026	FY26 TITLE IV	0.00	19,542.55	19,542.55	900.00	19,542.55	0.00	4,942.23	-4,942.23
Total For Fund 584:			0.00	19,542.55	19,891.55	900.00	19,891.55	0.00	4,942.23	-4,942.23
587	9026	FY26 IDEA ECSE	0.00	22,595.05	22,595.05	22,595.05	22,595.05	0.00	0.00	0.00
Total For Fund 587:			0.00	22,595.05	22,595.05	22,595.05	22,595.05	0.00	0.00	0.00
590	9025	FY25 TITLE IIA	0.00	0.00	12,691.81	0.00	12,691.81	0.00	0.00	0.00
590	9026	FY26 TITLE IIA	0.00	81,926.38	81,926.38	25.00	81,926.38	0.00	3,291.06	-3,291.06
Total For Fund 590:			0.00	81,926.38	94,618.19	25.00	94,618.19	0.00	3,291.06	-3,291.06

BRECKSVILLE-BROADVIEW HEIGHTS CSD
OH Cash Position Report

SELECTION CRITERIA : ALL

ACCOUNTING PERIOD : 11/26

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
GRAND TOTALS:			40,243,760.80	11,096,743.71	143,187,895.54	12,859,889.46	129,702,332.96	53,729,323.38	17,015,194.45	36,714,128.93

BRECKSVILLE-BROADVIEW HEIGHTS CSD
OH Cash Position Report

ACCOUNTING PERIOD : 11/26

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
001			19,231,918.78	786,226.46	58,100,760.17	4,577,519.99	52,914,270.58	24,418,408.37	1,291,032.69	23,127,375.68
002			4,404,006.30	0.00	3,274,010.51	752,693.05	2,446,636.10	5,231,380.71	0.00	5,231,380.71
003			2,015,542.81	4,826.90	1,919,589.27	48,817.13	1,817,553.13	2,117,578.95	1,881,735.96	235,842.99
004			2,837,844.80	21,839.82	157,839.86	0.00	762,520.79	2,233,163.87	1,777,948.62	455,215.25
006			703,279.68	139,000.72	1,392,640.83	152,402.13	1,462,056.51	633,864.00	233,406.32	400,457.68
007			158,756.02	26,307.22	152,678.22	210.47	117,749.51	193,684.73	5,192.42	188,492.31
009			458,297.57	9,890.70	307,722.70	14,569.24	296,697.81	469,322.46	28,085.22	441,237.24
013			90,000.00	10,000.00	10,000.00	0.00	0.00	100,000.00	0.00	100,000.00
014			102,345.70	10,317.45	391,245.33	10,662.15	241,997.66	251,593.37	153,304.19	98,289.18
018			191,102.86	3,451.10	79,244.96	4,502.54	54,630.34	215,717.48	7,548.88	208,168.60
019			191,018.24	38,958.49	144,313.35	28,635.28	246,542.13	88,789.46	21,930.34	66,859.12
020			786,287.01	27,826.25	476,079.43	25,463.37	369,131.91	893,234.53	14,379.73	878,854.80
026			0.00	8,716,329.21	74,326,518.41	7,131,074.85	65,751,485.34	8,575,033.07	11,086,040.25	-2,511,007.18
035			1,860,171.01	0.00	0.00	0.00	638,017.28	1,222,153.73	0.00	1,222,153.73

ACCOUNTING PERIOD : 11/26

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
070			6,554,800.00	0.00	75,000.00	0.00	190,688.00	6,439,112.00	307,136.00	6,131,976.00
200			222,944.11	3,561.25	314,434.18	22,217.20	269,888.96	267,489.33	32,555.01	234,934.32
300			354,353.01	91,189.80	615,107.34	57,612.83	631,918.71	337,541.64	125,033.57	212,508.07
401			33,559.27	59.34	168,658.44	46,854.30	176,183.19	26,034.52	20,824.08	5,210.44
451			3,727.71	0.00	3,000.00	0.00	0.00	6,727.71	0.00	6,727.71
499			43,805.92	0.00	56,188.50	36,475.83	91,511.76	8,482.66	16,505.50	-8,022.84
516			0.00	806,686.06	809,550.29	10,782.05	809,539.50	10.79	692.86	-682.07
551			0.00	18,801.78	18,801.78	0.00	18,801.78	0.00	100.00	-100.00
572			0.00	257,407.18	257,407.18	-84,123.00	257,407.18	0.00	3,509.52	-3,509.52
584			0.00	19,542.55	19,891.55	900.00	19,891.55	0.00	4,942.23	-4,942.23
587			0.00	22,595.05	22,595.05	22,595.05	22,595.05	0.00	0.00	0.00
590			0.00	81,926.38	94,618.19	25.00	94,618.19	0.00	3,291.06	-3,291.06
GRAND TOTALS:			40,243,760.80	11,096,743.71	143,187,895.54	12,859,889.46	129,702,332.96	53,729,323.38	17,015,194.45	36,714,128.93

BRECKSVILLE-BROADVIEW HEIGHTS CSD
OH ANNUAL SPENDING REPORT

SELECTION CRITERIA: YEAR: 2026 PERIOD: 11 THRU 11 CASH BALANCE FUNDS: 001

LINE	DESCRIPTION		PERIOD ESTIMATE	PERIOD ACTUAL	PERIOD DIFFERENCE	FISCAL YTD ESTIMATE	FISCAL YTD ACTUAL	FISCAL YTD DIFFERENCE
1.010	Genl Prop Tax (Real Estate)	*	0.00	0.00	0.00	0.00	40,891,967.80	40,891,967.80
1.020	Tang Persnl Prop Tax	*	0.00	0.00	0.00	0.00	2,930,328.38	2,930,328.38
1.030	Income Tax		0.00	0.00	0.00	0.00	0.00	0.00
1.035	Unrestricted Grants-in-Aid	*	0.00	426,026.31	426,026.31	0.00	4,999,936.35	4,999,936.35
1.040	Restricted Grants-in-Aid	*	0.00	22,463.70	22,463.70	0.00	260,548.55	260,548.55
1.045	Restricted Fed Grants-in-Aid		0.00	0.00	0.00	0.00	0.00	0.00
1.050	Property Tax Alloc	*	0.00	0.00	0.00	0.00	4,364,380.40	4,364,380.40
1.060	All Other Operating Revenue	*	0.00	337,736.45	337,736.45	0.00	4,016,318.84	4,016,318.84
1.070	Total Revenue	*	0.00	786,226.46	786,226.46	0.00	57,463,480.32	57,463,480.32
	OTHER FINANCING SOURCES							
2.010	Proceeds From Sale of Notes		0.00	0.00	0.00	0.00	0.00	0.00
2.020	St Emer Loans & Adv (Appr)		0.00	0.00	0.00	0.00	0.00	0.00
2.040	Operating Transfers-In		0.00	0.00	0.00	0.00	0.00	0.00
2.050	Advances-In		0.00	0.00	0.00	0.00	0.00	0.00
2.060	All Other Financing Sources	*	0.00	0.00	0.00	0.00	637,279.85	637,279.85
2.070	Total Other Financing Sources	*	0.00	0.00	0.00	0.00	637,279.85	637,279.85
2.080	Total Rev & Other Fin Srcs	*	0.00	786,226.46	786,226.46	0.00	58,100,760.17	58,100,760.17
	EXPENDITURES							
3.010	Personal Services	*	0.00	2,811,235.13	2,811,235.13	0.00	33,172,008.41	33,172,008.41
3.020	Empl Retire & Ins Benefits	*	0.00	1,166,709.74	1,166,709.74	0.00	12,374,825.28	12,374,825.28
3.030	Purchased Services	*	0.00	486,236.10	486,236.10	0.00	5,182,756.22	5,182,756.22
3.040	Supplies & Materials	*	0.00	94,402.46	94,402.46	0.00	1,177,870.46	1,177,870.46
3.050	Capital Outlay	*	0.00	14,908.69	14,908.69	0.00	59,212.62	59,212.62
3.060	Intergovernmental		0.00	0.00	0.00	0.00	0.00	0.00
4.010	All Principal (Historical)		0.00	0.00	0.00	0.00	0.00	0.00
4.020	Principal-Notes		0.00	0.00	0.00	0.00	0.00	0.00
4.030	Principal-State Loans		0.00	0.00	0.00	0.00	0.00	0.00
4.040	Principal-State Advancements		0.00	0.00	0.00	0.00	0.00	0.00
4.050	Principal-HB 264 Loans		0.00	0.00	0.00	0.00	0.00	0.00
4.055	Principal-Other		0.00	0.00	0.00	0.00	0.00	0.00
4.060	Interest & Fiscal Charges		0.00	0.00	0.00	0.00	0.00	0.00
4.300	Other Objects	*	0.00	4,027.87	4,027.87	0.00	947,597.59	947,597.59
4.500	Total Expenditures	*	0.00	4,577,519.99	4,577,519.99	0.00	52,914,270.58	52,914,270.58
	OTHER FINANCING USES							
5.010	Operational Transfers-Out		0.00	0.00	0.00	0.00	0.00	0.00
5.020	Advances-Out		0.00	0.00	0.00	0.00	0.00	0.00
5.030	All Other Financing Uses		0.00	0.00	0.00	0.00	0.00	0.00
5.040	Total Other Financing Uses		0.00	0.00	0.00	0.00	0.00	0.00
5.050	Total Exp & Other Fin Uses	*	0.00	4,577,519.99	4,577,519.99	0.00	52,914,270.58	52,914,270.58
6.010	Excess Rev & Other Fin Src	*	0.00	-3,791,293.53	-3,791,293.53	0.00	5,186,489.59	5,186,489.59
7.010	Beginning Cash Balance		0.00	28,209,701.90	28,209,701.90	0.00	19,231,918.78	19,231,918.78
7.020	Ending Cash Balance	*	0.00	24,418,408.37	24,418,408.37	0.00	24,418,408.37	24,418,408.37
8.010	Outstanding Encumbrances		0.00	1,291,032.69	1,291,032.69	0.00	1,291,032.69	1,291,032.69

Brecksville-Broadview Heights City School District

BRECKSVILLE-BROADVIEW HEIGHTS CITY SCHOOL DISTRICT

INVESTMENT DASHBOARD · AS OF MAY 2026

1. MAIN CUSTODIAL ACCOUNT (ENDING X70751)

During May 2026, the Main Custodial Account focused on a balanced growth strategy, anchoring nearly half of its assets in secure Certificates of Deposit to lock in steady yields. The portfolio blended short-term commercial paper with longer-term government agency and treasury notes to optimize income while maintaining a steady stream of maturing assets.

Ending Book Value:	$23,215,496.22
Market Value:	$23,415,254.59
May Gross Interest:	$54,959.40
Total Portfolio Yield:	4.16%
Weighted Average Maturity (WAM):	2.43 Years

Security Type	Market Value	% of Assets
Certificates of Deposit	$10,833,272.70	46.3%
U.S. Treasury Notes	$6,926,864.44	29.6%
U.S. Government Agency Notes	$3,766,900.83	16.1%
Commercial Papers	$1,847,948.23	7.9%
Money Market Funds	$40,268.39	0.2%

2. CONSTRUCTION FUNDS ACCOUNT (ENDING X99889)

The Construction Funds Account maintained an ultra-short maturity profile to ensure immediate liquidity for ongoing district building projects. By keeping over 86% of its holdings in highly liquid commercial paper and money market funds, the portfolio is designed to meet cash demands at a moment's notice.

Ending Book Value:	$2,233,163.86
Market Value:	$2,249,622.55
May Gross Interest:	$22,060.04
Total Portfolio Yield:	3.72%
Weighted Average Maturity (WAM):	0.11 Years

Security Type	Market Value	% of Assets
Commercial Papers	$1,579,901.31	70.2%
Money Market Funds	$372,714.87	16.6%
U.S. Treasury Notes	$297,006.37	13.2%

ANALYTICAL SUMMARY & POLICY COMPLIANCE

Policy 6144 Compliance

The investment portfolio fully complies with Board Policy 6144. Every single security in both accounts is scheduled to mature well within the five-year limit from its purchase date, with the longest-dated asset maturing in early 2031. Furthermore, there are no derivatives, reverse repurchase agreements, or prohibited funds in either account, ensuring that the district's investment activities remain strictly focused on safety, liquidity, and legal compliance.

Liquidity Position

The contrasting maturity profiles of the two accounts highlight a smart cash flow strategy. The Main Account's WAM of 2.43 years allows it to capture higher yields on longer-term investments, while the Construction Account's ultra-low WAM of 0.11 years (about 40 days) provides rapid liquidity for immediate construction expenses. This dual-structured approach ensures the district has plenty of cash on hand for daily operations and building projects without sacrificing the earning power of its long-term reserves.

Performance Insights

Together, the two portfolios generated a combined gross interest income of $77,019.44 in May, demonstrating strong earning power from highly secure instruments. The Main Account achieved a competitive yield of 4.16%, while the Construction Account yielded 3.72% on its highly liquid assets. By focusing on top-tier U.S. Treasuries, government agencies, and FDIC-insured CDs, the district successfully maximized its returns without taking on unnecessary market risks.

RECOMMENDATIONS

Last	First	Position	Bldg.	Contract	Effective	Training/Step	Note(s)
Burke	Jennifer	Intervention Specialist	ES	BW Stipend	06/18/2026	$129.93	Paid by University
Cocchiola	Steve	Music Teacher	HS	CSU Stipend	06/22/2026	$129.93	Paid by University
Garlock	Emily	Music Teacher	HS	BW Stipend	06/18/2026	$129.93	Paid by University
Mann	Kati	OTES 2.0 Credential	D	N/A	6/22/26-6/22/28		
Priest	Cheryl	Grade 4 Teacher	ES	CSU Stipend	06/22/2026	$259.85	Paid by University
Rings	Todd	OTES 2.0 Credential	D	N/A	6/22/26-6/22/28		
Wycuff	Brian	OPES 2.0 Credential	D	N/A	6/18/26-6/18/28		

RESIGNATIONS

Last	First	Position	Bldg.		Effective		Note(s)
Bohrer	Michelle	School Psychologist	D		6/3/2026		Personal

UNPAID LEAVE

Last	First	Position	Bldg.		Effective	# Days	Note(s)
Bohrer	Michelle	School Psychologist	D		5/22/26-6/3/26	8	Personal
Lannoch	Courtney	Fifth Grade Teacher	ES		8/1/26-7/31/27	186	Parental Leave
Petek	Michaela	Mathematics Teacher	HS		8/31/26-10/23/26	37.5	Parental Leave (.5 on 8/1/26)

RECOMMENDATIONS-CONTRACT RENEWALS

Last	First	Position	Bldg.	Hours		Contract	Effective	Note(s)
Galeti	Dawn	Educational Assistant	ES	5.25		1 of 2	7/1/26-6/30/28	

RECOMMENDATIONS

Last	First	Position	Bldg.	Hours	Step	Contract	Effective	Note(s)
Estremera	Kristi	Special Education Assistant	ES	7	Step 3	1 of 1	8/14/26-6/30/27	**Pending successful completion of all BOE requirements**
Moser	Olivia	Special Education Assistant	ES	7	Step 2	1 of 1	8/14/26-6/30/27	**Pending successful completion of all BOE requirements**
Saylor	Scott	Administrative Assistant	EC	8	Step 4	1 of 1	6/29/26-7/31/26	**Pending successful completion of all BOE requirements**
Stanzeski	Marcia	Special Education Assistant	ES	7	Step 3	1 of 1	8/14/26-6/30/27	**Pending successful completion of all BOE requirements**
Vasko	Haley	Special Education Assistant	ES	7	Step 2	1 of 1	8/14/26-6/30/27	**Pending successful completion of all BOE requirements**

RECOMMENDATIONS-SUMMER SCHOOL

Last	First	Position	Bldg.	Hours	Rate		Effective	Note(s)
Leonette	Joyce	Health Aide Substitute	D	N/A	$21.10		6/5/26-8/1/26	

RECOMMENDATIONS-SUMMER CUSTODIAL/MAINTENANCE WORKERS

Last	First	Position	Bldg.	Hours	Rate		Effective	Note(s)
Filmer	Simon	Custodial/Maintenance	D	8	$13.00		6/8/2026	
Formont	Conner	Custodial/Maintenance	D	8	$13.00		6/8/2026	
Gaudio	Joseph	Custodial/Maintenance	D	8	$13.00		6/8/2026	
Hodges	Corrine	Custodial/Maintenance	D	8	$13.00		6/8/2026	**Pending successful completion of all BOE requirements**
Howe	Richard	Custodial/Maintenance	D	8	$13.00		6/8/2026	
Kingston	Jack	Custodial/Maintenance	D	8	$13.00		6/8/2026	**Pending successful completion of all BOE requirements**
Peters	Tyler	Custodial/Maintenance	D	8	$13.00		6/8/2026	

Torres	Alejandro	Custodial/Maintenance	D	8	$13.00		6/8/2026	**Pending successful completion of all BOE requirements**
Truman	Grayson	Custodial/Maintenance	D	8	$13.00		6/8/2026	
Williams	Morgynn	Custodial/Maintenance	D	8	$13.00		6/8/2026	
Yetsky	Evan	Custodial/Maintenance	D	8	$13.00		6/8/2026	**Pending successful completion of all BOE and SBOE requirements**

RESIGNATIONS

Last	**First**	**Position**	**Bldg.**	**Hours**			**Effective**	**Note(s)**
Howell	Wesley	Educational Assistant	HS	5.25			6/17/2026	Personal
Kaparic	John	Custodian II	MS	8			6/23/2026	Worked 1/2 day on 6/23
Koestner	Tiffany	Special Education Assistant	ES	7			7/1/2026	Personal
Ramos	Andres	BeeKeepers Team Assistant	ES	5.25			5/18/2026	Moved out of State

RETIREMENTS

Last	**First**	**Position**	**Bldg.**	**Hours**			**Effective**	**Note(s)**
Labbe	Leslie	EMIS Coordinator	EC	8			8/31/2026	

UNPAID LEAVE

Last	**First**	**Position**	**Bldg.**	**Hours**		**# Days**	**Effective**	**Note(s)**
Rohlen	Anglea	Special Education Assistant	ES	7		1.5	5/21/26, 5/22/26	5/21/26 is half-day
Vozar	Brian	Custodian	HS	8		1	05/14/2026	
Worgull	Laurie	Food Service Worker	HS	3.75		1	6/3/2026	

	BOE Recommendations				
Activity	**Last Name**	**First Name**	**Additional Notes**	**Board Approval**	**Salary**
#Band Director	Cocchiola	Steven	(Fixed Rate)	24-Jun-26	**$8,319**
#Band Associate Director	Hanna	Scott	(Fixed Rate)	24-Jun-26	**$6,239**
#Band Associate Director (Fall)	DiGironimo	Rose	(Fixed Rate)	24-Jun-26	**$3,640**
#Band Associate Director (Fall)	Sark	Brady	(Fixed Rate)	24-Jun-26	**$3,640**
#Cheerleader Coach - MS - Fall	Saintz	Natalie	(Fixed Rate)	24-Jun-26	**$2,340**
#Cross Country - 7th/8th Asst. Coach	Miller	Mark	(Fixed Rate)	24-Jun-26	**$3,744**
#Faculty Manager - Boys	Hodous	Daniel	(Fixed Rate)	24-Jun-26	**$8,319**
#Faculty Manager - M.S.	Lloyd	Jennifer	(Fixed Rate)	24-Jun-26	**$4,679**
#Flag Line Advisor	Peters	Sandra	(Fixed Rate)	24-Jun-26	**$2,860**
#Football - 9th - Head Coach	Needham	William	(Fixed Rate)	24-Jun-26	**$5,641**
#Football - Coach	Shirilla	John		24-Jun-26	**Volunteer**
#Football - 8th - Head Coach	Smith	Brian	(Fixed Rate)	24-Jun-26	**$5,238**
#Percussion (Drum Line)	Sark	Brady	(Fixed Rate)	24-Jun-26	**$3,120**
#Soccer - Boys Head Coach	Dean	Bradley	(Fixed Rate)	24-Jun-26	**$7,019**
#Soccer - Boys - J.V. Coach	Tyma	Timothy	(Fixed Rate)	24-Jun-26	**$5,264**
#Tennis - Girls - Assistant Coach	Smith	Beth	(Fixed Rate)	24-Jun-26	**$3,705**
#Volleyball - Girls - Head Coach	Molnar	Paul	(Fixed Rate)	24-Jun-26	**$7,019**
Speech and Debate Head Coach	Jadallah	Hamzah		24-Jun-26	**Volunteer**

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	263091	05/08/26	364	CITIZENS BANK	0010000	L22001	DED:*FT FED TAX	0.00	110,096.13
A10000	263091	05/08/26	364	CITIZENS BANK	0010000	L22002	DED:*FM MEDICARE	0.00	40,425.88
A10000	263091	05/08/26	364	CITIZENS BANK	0010000	L22003	DED:*SOH OH TAX	0.00	29,056.41
TOTAL CHECK								0.00	179,578.42
A10000	263092	05/08/26	1328	OEA FUND	0010000	L23008	DED:7007 FCPE	0.00	195.00
A10000	263093	05/08/26	1344	OHIO CHILD SUPPORT	0010000	L23007	DED:1000 CSEA	0.00	1,925.66
A10000	263094	05/08/26	1581	SERS BOARD SHARE	0010000	L23010	DED:0031 SERS BOE	0.00	54,904.26
A10000	263095	05/08/26	1583	SCHOOL EMPLOYEES RE	0010000	L23010	DED:0030 SERS EE	0.00	39,217.48
A10000	263096	05/08/26	1679	STRS BOARD SHARE	0010000	L23009	DED:0011 STRS BOE	0.00	148,074.43
A10000	263098	05/08/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6013 VALIC/403B	0.00	2,085.00
A10000	263098	05/08/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6008 NEA/457	0.00	2,165.00
A10000	263098	05/08/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6021 VOYA/457	0.00	3,405.23
A10000	263098	05/08/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6019 VOYA/403B	0.00	4,132.50
A10000	263098	05/08/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6025 EQUIT/457B	0.00	5,906.00
A10000	263098	05/08/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6012 OPEDC/457	0.00	6,010.00
A10000	263098	05/08/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6000 EQUIT/403B	0.00	10,380.00
A10000	263098	05/08/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6027 V403B ROTH	0.00	100.00
A10000	263098	05/08/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6006 MIDWEST403	0.00	200.00
A10000	263098	05/08/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6011 OASBO/457B	0.00	415.17
A10000	263098	05/08/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6028 EQUIT/457B	0.00	454.55
A10000	263098	05/08/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6026 EQROTH403B	0.00	512.00
A10000	263098	05/08/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6010 OASBO/457B	0.00	780.00
A10000	263098	05/08/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6004 METLIFE/40	0.00	923.00
A10000	263098	05/08/26	1820	TSA CONSULTING GROU	0010000	L23005	DED:5003 AMFIDEL/AN	0.00	2,622.49
TOTAL CHECK								0.00	40,090.94
A10000	263099	05/06/26	2656	APRIL FRANK	300914P451910200	890	OPEN PO FOR BOYS LA	0.00	95.51
A10000	263100	05/06/26	2425	BBHHS ROBOTICS CLUB	300914B453210200	890	OPEN PO FOR MISC. E	0.00	305.00
A10000	263100	05/06/26	2425	BBHHS ROBOTICS CLUB	300950A459010200	890	OPEN PO FOR MISC. E	0.00	350.00
TOTAL CHECK								0.00	655.00
A10000	263101	05/06/26	2154	BEREA-MIDPARK HS AT	300950A452710200	890	TITANS RELAYS ENTRY	0.00	175.00
A10000	263101	05/06/26	2154	BEREA-MIDPARK HS AT	300950A454710200	890	TITANS RELAYS ENTRY	0.00	175.00
TOTAL CHECK								0.00	350.00
A10000	263102	05/06/26	240	BRECKSVILLE FLORIST	300950A459010200	890	HS ATHLETICS 2025-2	0.00	340.00
A10000	263103	05/06/26	2020	CENTER COURT TENNIS	300950A452610200	890	INDOOR COURT/PRACTI	0.00	616.00
A10000	263104	05/06/26	3211	CLEVELAND CLINIC WE	0199300329000000	519	ACTIVITIES AND SUPP	0.00	425.00
A10000	263106	05/06/26	2535	ELAINE M CLARK	200900A468010200	891	MULTI VENDOR FOR FO	0.00	450.00
A10000	263107	05/06/26	4007	FACES AND FUN ENTER	0199300329000000	419	PAYMENT FOR FACE PA	0.00	150.00

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	263109	05/06/26	732	GREAT DAY TOURS	300914A451110200	890	PASSENGER COACH TRA	0.00	12,975.00
A10000	263111	05/06/26	802	HUDSON CITY SCHOOL	300950A459010200	890	OPEN PO FOR MISC. E	0.00	300.00
A10000	263112	05/06/26	3185	JEFFERSON AREA LOCA	300950A455810200	890	FALCON INVITE ENTRY	0.00	630.00
A10000	263114	05/06/26	3996	LEVY	200960A467010200	891	ITEMS TO BE ORDERED	0.00	1,476.00
A10000	263118	05/06/26	3057	NORDONIA HILLS CITY	300950A452710200	890	NORDONIA KNIGHTS RE	0.00	150.00
A10000	263118	05/06/26	3057	NORDONIA HILLS CITY	300950A454710200	890	NORDONIA KNIGHTS RE	0.00	150.00
TOTAL CHECK								0.00	300.00
A10000	263120	05/06/26	1408	PARMA CITY SCHOOL D	300950A452710200	890	BILL DODD INVITATIO	0.00	175.00
A10000	263120	05/06/26	1408	PARMA CITY SCHOOL D	300950A454710200	890	BILL DODD INVITATIO	0.00	175.00
TOTAL CHECK								0.00	350.00
A10000	263121	05/06/26	2155	REPLICA CANVAS LLC	300914A451110200	890	OPEN PO FOR SENIOR	0.00	1,120.00
A10000	263121	05/06/26	2155	REPLICA CANVAS LLC	300914C451210200	890	OPEN PO FOR POST-SE	0.00	510.00
TOTAL CHECK								0.00	1,630.00
A10000	263123	05/06/26	2451	STANCATO'S RESTAURA	200900A468010200	891	MULTI VENDOR FOR FO	0.00	1,308.15
A10000	263125	05/06/26	1892	WALSH JESUIT HS	300950A452710200	890	WALSH WARRIORS RELA	0.00	200.00
A10000	263125	05/06/26	1892	WALSH JESUIT HS	300950A454710200	890	WALSH WARRIORS RELA	0.00	200.00
TOTAL CHECK								0.00	400.00
A10000	263126	05/06/26	2852	WEST GEAUGA ATHLETI	300980A452810300	890	REINDEER RUMBLE ENT	0.00	400.00
A10000	263127	05/06/26	175	BBHCSD HS CAFETERIA	0189109111010900	890	BLANKET FOR PBIS	0.00	142.32
A10000	263128	05/06/26	240	BRECKSVILLE FLORIST	1113000000010200	511	FLOWER ARRANGEMENTS	0.00	250.00
A10000	263129	05/06/26	178	BBHCSD TRANSPORTATI	0149210199010200	899	TRANSPORTATION FOR	0.00	267.90
A10000	263129	05/06/26	178	BBHCSD TRANSPORTATI	0149210199010200	899	STUDENT TICKETS TO	0.00	458.25
A10000	263129	05/06/26	178	BBHCSD TRANSPORTATI	0149210199010200	899	CLOSED BEFORE FINAL	0.00	394.80
TOTAL CHECK								0.00	1,120.95
A10000	263130	05/06/26	790	CLEVELAND BOTANICAL	0149109199010900	890	KINDERGARTEN ADMISS	0.00	425.00
A10000	263130	05/06/26	790	CLEVELAND BOTANICAL	0149109199010900	890	KINDERGARTEN ADMISS	0.00	425.00
A10000	263130	05/06/26	790	CLEVELAND BOTANICAL	0149109199010900	890	KINDERGARTEN ADMISS	0.00	425.00
A10000	263130	05/06/26	790	CLEVELAND BOTANICAL	0149109199010900	890	KINDERGARTEN ADMISS	0.00	425.00
A10000	263130	05/06/26	790	CLEVELAND BOTANICAL	0149109199010900	890	KINDERGARTEN ADMISS	0.00	425.00
A10000	263130	05/06/26	790	CLEVELAND BOTANICAL	0149109199010900	890	KINDERGARTEN ADMISS	0.00	425.00
TOTAL CHECK								0.00	2,550.00
A10000	263131	05/06/26	1318	OAPSA	1241600000000000	841	MEMBERSHIP FEE - SP	0.00	150.00
A10000	263132	05/06/26	1453	POWER OF THE PEN	200990A411010300	891	STATE TOURNAMENT RE	0.00	500.00
A10000	263133	05/06/26	1805	TREASURER OF STATE	1251000000000000	419	PO CLOSED BEFORE FI	0.00	336.00

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	263134	05/06/26	2814	LAUREN WRIGHT	0060000000000000	R1512	GW LUNCH REFUND	0.00	83.00
A10000	263134	05/06/26	2814	LAUREN WRIGHT	0060000000000000	R1512	LW LUNCH REFUND	0.00	100.00
TOTAL CHECK								0.00	183.00
A10000	263157	05/07/26	4006	KATIE MAZEIKA ILLUS	5729026111000000	410	TITLE I AUTHOR/ BOO	0.00	493.60
A10000	263157	05/07/26	4006	KATIE MAZEIKA ILLUS	5729026111000000	511	TITLE I AUTHOR/ BOO	0.00	206.40
TOTAL CHECK								0.00	700.00
A10000	263158	05/07/26	36	ADVANCE OHIO	1270000000000000	423	OPEN PO FOR REPAIRS	0.00	1,161.52
A10000	263159	05/07/26	208	BIO CORPORATION	0099102113010200	511	FETAL PIGS	0.00	2,254.32
A10000	263160	05/07/26	4049	CHUCK'S CUSTOM TRUC	1279000000000000	640	NEW MAINTENANCE TRA	0.00	5,718.00
A10000	263161	05/07/26	607	ESC OF NORTHEAST OH	5909026221300000	519	EXPLICIT WRITING ST	0.00	25.00
A10000	263162	05/07/26	3449	HERSHEY TOOL CORP	1284000000000000	640	MULTI-VENDOR FOR PU	0.00	2,978.00
A10000	263162	05/07/26	3449	HERSHEY TOOL CORP	1284000000000000	640	MULTI-VENDOR FOR PU	0.00	3,888.00
TOTAL CHECK								0.00	6,866.00
A10000	263163	05/07/26	827	INSECT LORE	4019026326000000	510	PLEASE SEE ATTACHED	0.00	14.99
A10000	263163	05/07/26	827	INSECT LORE	4019026326000000	510	TAX AND SHIPPING	0.00	10.95
TOTAL CHECK								0.00	25.94
A10000	263164	05/07/26	910	JOHN R. GREEN CO/KU	1281000000010800	512	1272 BRIGHT COLOR D	0.00	9.56
A10000	263164	05/07/26	910	JOHN R. GREEN CO/KU	1281000000010800	512	1203 DRY ERASE MARK	0.00	2.84
A10000	263164	05/07/26	910	JOHN R. GREEN CO/KU	1281000000010800	512	91201 PERMANENT MAR	0.00	10.92
TOTAL CHECK								0.00	23.32
A10000	263165	05/07/26	1109	MACGILL	1213400000000000	514	TRUEPLUS GLUCOSE TA	0.00	34.90
A10000	263165	05/07/26	1109	MACGILL	1213400000000000	514	PEPPERMINT MOUTHWAS	0.00	11.96
A10000	263165	05/07/26	1109	MACGILL	1213400000000000	514	3" X 5 YDS ELASTIC	0.00	3.10
A10000	263165	05/07/26	1109	MACGILL	1213400000000000	514	4" X 5 YDS ELASTIC	0.00	3.78
A10000	263165	05/07/26	1109	MACGILL	1213400000000000	514	5" X 7" ZIPPER CLOS	0.00	22.14
A10000	263165	05/07/26	1109	MACGILL	1213400000000000	514	6" X 8" ZIPPER CLOS	0.00	25.14
A10000	263165	05/07/26	1109	MACGILL	1213400000000000	514	8" X 10" ZIPPER CLO	0.00	16.18
A10000	263165	05/07/26	1109	MACGILL	1213400000000000	514	12" X 12" ZIPPER CL	0.00	20.38
A10000	263165	05/07/26	1109	MACGILL	1213400000000000	514	ORTHODONTIST WAX 5	0.00	16.50
A10000	263165	05/07/26	1109	MACGILL	1213400000000000	514	2" X 2" NON WOVEN S	0.00	13.32
A10000	263165	05/07/26	1109	MACGILL	1213400000010900	514	5" X 7" ZIPPER CLOS	0.00	147.60
A10000	263165	05/07/26	1109	MACGILL	1213400000010900	514	ZIPLOC GALLON SIZE	0.00	17.78
A10000	263165	05/07/26	1109	MACGILL	1213400000010900	514	EXTRA LARGE 2" X 4"	0.00	82.39
A10000	263165	05/07/26	1109	MACGILL	1213400000010900	514	1 GALLON INFECTIOUS	0.00	9.98
A10000	263165	05/07/26	1109	MACGILL	1213400000010900	514	1 QUART INFECTIOUS	0.00	15.96
A10000	263165	05/07/26	1109	MACGILL	1213400000010900	514	HYGEA FLUSHABLE WIP	0.00	15.96
A10000	263165	05/07/26	1109	MACGILL	1213400000010900	514	PURITAN 6" COTTON T	0.00	12.76
TOTAL CHECK								0.00	469.83
A10000	263166	05/07/26	2351	NPI SYSTEMS	0039300224000000	644	FY27 HS MEDIA CENTE	0.00	39,750.00

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	263167	05/07/26	1441	PIONEER MANUFACTURI	1459000000000000	640	TURFACE FOR BASEBAL	0.00	769.96
A10000	263167	05/07/26	1441	PIONEER MANUFACTURI	1459000000000000	640	FIELD GRAVEL & PAIN	0.00	397.19
A10000	263167	05/07/26	1441	PIONEER MANUFACTURI	1459000000000000	640	FIELD GRAVEL & PAIN	0.00	659.93
TOTAL CHECK								0.00	1,827.08
A10000	263168	05/07/26	1516	RICHFIELD AUTO PART	1275000000010800	581	BLANKET P.O. FOR VE	0.00	-10.00
A10000	263168	05/07/26	1516	RICHFIELD AUTO PART	1275000000010800	581	BLANKET P.O. FOR VE	0.00	54.21
A10000	263168	05/07/26	1516	RICHFIELD AUTO PART	1275000000010800	581	BLANKET P.O. FOR VE	0.00	246.12
TOTAL CHECK								0.00	290.33
A10000	263169	05/07/26	3593	SR TRANS	1129000000000000	489	TRANSPORTATION FOR	0.00	1,767.40
A10000	263169	05/07/26	3593	SR TRANS	1129000000000000	489	TRANSPORTATION FOR	0.00	1,767.40
TOTAL CHECK								0.00	3,534.80
A10000	263170	05/07/26	1673	STAPLES	1282900000000000	581	Staples Ergonomic M	0.00	30.08
A10000	263170	05/07/26	1673	STAPLES	0209100324000000	511	Creativity Street R	0.00	8.59
A10000	263170	05/07/26	1673	STAPLES	0209100324000000	511	Creativity Street M	0.00	2.59
A10000	263170	05/07/26	1673	STAPLES	0209100324000000	511	Hefty Cold Cups, 16	0.00	34.41
A10000	263170	05/07/26	1673	STAPLES	0209100324000000	511	Spectra Art Tissue	0.00	30.87
A10000	263170	05/07/26	1673	STAPLES	0209100324000000	511	Duck High-Performan	0.00	71.90
TOTAL CHECK								0.00	178.44
A10000	263171	05/07/26	3750	VIG SOLUTIONS INC	0039300224000000	644	FY ADMIN DEVICES -	0.00	4,392.82
A10000	263171	05/07/26	3750	VIG SOLUTIONS INC	0039300224000000	644	FY27 ADMIN DEVICES	0.00	21,484.32
A10000	263171	05/07/26	3750	VIG SOLUTIONS INC	0039300224000000	644	FY27 ADMIN DEVICE D	0.00	477.82
A10000	263171	05/07/26	3750	VIG SOLUTIONS INC	0039300224000000	644	FY ADMIN DEVICE DOC	0.00	2,117.83
TOTAL CHECK								0.00	28,472.79
A10000	263204	05/14/26	178	BBHCSD TRANSPORTATI	0149109199010900	890	TRANSPORTATION FOR	0.00	354.82
A10000	263205	05/14/26	268	BUREAU OF CRIMINAL	1241500000010100	410	2025-2026 BCI FBI W	0.00	510.00
A10000	263206	05/14/26	4054	GOLDIE'S DONUTS & B	0189200113010200	890	OPEN PO FOR REIMBUR	0.00	547.80
A10000	263207	05/14/26	1318	OAPSA	1241600000000000	841	MEMBERSHIP FEE - SP	0.00	150.00
A10000	263208	05/14/26	1806	TREASURER STATE OF	1261000000000000	410	FY 26 ELEVATOR PERM	0.00	330.25
A10000	263208	05/14/26	1806	TREASURER STATE OF	1261000000000000	410	FY 26 ELEVATOR PERM	0.00	330.25
TOTAL CHECK								0.00	660.50
A10000	263221	05/14/26	32	ADLER TEAM SPORTS	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	573.60
A10000	263222	05/14/26	120	ARIS COMPANY LLC	1459000000000000	512	OPEN PO FOR PORT-A-	0.00	229.00
A10000	263223	05/14/26	141	AUTO-JET MUFFLER CO	1282900000000000	581	BLANKET P.O. FOR 20	0.00	763.45
A10000	263224	05/14/26	204	BEYOND WORDS: MUSIC	0199476124900000	410	PRESCHOOOL MUSIC TH	0.00	2,021.25
A10000	263224	05/14/26	204	BEYOND WORDS: MUSIC	0199474111000000	511	ART THERAPY - FOUND	0.00	2,020.00
A10000	263224	05/14/26	204	BEYOND WORDS: MUSIC	0199474111000000	511	MUSIC THERAPY - FOU	0.00	1,386.00
TOTAL CHECK								0.00	5,427.25

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	263225	05/14/26	3997	CATANESE CLASSICS	0060000312000000	560	SPRING 2026- CATANE	0.00	481.84
A10000	263225	05/14/26	3997	CATANESE CLASSICS	0060000312000000	560	SPRING 2026- CATANE	0.00	531.37
A10000	263225	05/14/26	3997	CATANESE CLASSICS	0060000312000000	560	SPRING 2026- CATANE	0.00	936.67
TOTAL CHECK								0.00	1,949.88
A10000	263226	05/14/26	368	CITY OF BROADVIEW H	1276000000000000	419	SRO MOU FOR MIDDLE	0.00	8,952.99
A10000	263227	05/14/26	4037	CLEVELAND VICON CO	1270000000010200	570	DOOR CLOSURES RELAT	0.00	7,968.00
A10000	263228	05/14/26	607	ESC OF NORTHEAST OH	1129000000000000	410	INTERPRETER, MOBILI	0.00	19,566.72
A10000	263229	05/14/26	740	GREATER CLEVELAND T	1282900000000000	583	BLANKET P.O. FOR 20	0.00	530.00
A10000	263229	05/14/26	740	GREATER CLEVELAND T	1282900000000000	583	BLANKET P.O. FOR 20	0.00	540.00
A10000	263229	05/14/26	740	GREATER CLEVELAND T	1282900000000000	583	BLANKET P.O. FOR 20	0.00	2,925.00
A10000	263229	05/14/26	740	GREATER CLEVELAND T	1282900000000000	583	BLANKET P.O. FOR 20	0.00	2,945.60
TOTAL CHECK								0.00	6,940.60
A10000	263230	05/14/26	3448	HEAVY LIFT SYSTEMS	1282900000000000	581	BLANKET P.O. FOR 20	0.00	2,616.43
A10000	263231	05/14/26	3852	I AM BOUNDLESS INC	0199474111000000	511	TRANSITIONAL SERVIC	0.00	3,233.00
A10000	263232	05/14/26	3195	LOWE'S HOME CENTERS	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	85.20
A10000	263233	05/14/26	1287	NOAH BASKETBALL	1459000000000000	512	OPEN PO FOR MISC. F	0.00	250.00
A10000	263234	05/14/26	1516	RICHFIELD AUTO PART	1282900000000000	581	BLANKET P.O. FOR SH	0.00	34.68
A10000	263234	05/14/26	1516	RICHFIELD AUTO PART	1282900000000000	581	BLANKET P.O. FOR SH	0.00	52.35
A10000	263234	05/14/26	1516	RICHFIELD AUTO PART	1282900000000000	581	BLANKET P.O. FOR SH	0.00	198.36
A10000	263234	05/14/26	1516	RICHFIELD AUTO PART	1282900000000000	581	BLANKET P.O. FOR SH	0.00	283.56
TOTAL CHECK								0.00	568.95
A10000	263235	05/14/26	3593	SR TRANS	1129000000000000	489	TRANSPORTATION FOR	0.00	1,767.40
A10000	263236	05/14/26	2591	THE MILLCRAFT PAPER	0099102113010200	511	EOY SUPPLIES	0.00	849.50
A10000	263237	05/14/26	3318	WORLD FUEL SERVICES	1282900000000000	582	SUPER BLANKET FOR F	0.00	37,716.82
A10000	263271	05/15/26	242	BRECKSVILLE-BROADVI	200919A463010200	891	CLUB T-SHIRTS AND S	0.00	10.00
A10000	263272	05/15/26	178	BBHCSD TRANSPORTATI	0189200113010200	890	OPEN PO FOR KEVIN J	0.00	895.35
A10000	263274	05/15/26	3543	CHARDON TAKEDOWN BO	300950A452810200	890	OPEN PO FOR HOTEL R	0.00	700.00
A10000	263277	05/15/26	2863	KGWINDS	200905A413410200	891	MARCHING BAND EQUIP	0.00	846.17
A10000	263281	05/15/26	3682	OLMSTED FALLS ATHLE	300914Y453510200	890	SUMMER LEAGUE ENTRY	0.00	350.00
A10000	263283	05/15/26	1777	THREE Z INC	300914I451610200	890	OPEN PO FOR 2026 MU	0.00	5,126.00
A10000	263283	05/15/26	1777	THREE Z INC	300914I451610200	890	OPEN PO FOR 2026 MU	0.00	6,507.50
TOTAL CHECK								0.00	11,633.50

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	263284	05/15/26	2991	WOMENS TRI COUNTY B	300914B453210200	890	TEAM SHOOTOUTS ENTR	0.00	475.00
A10000	263285	05/18/26	3908	ARGENT INSTITUTIONA	0020000610000000	821	BOND INTEREST SERIE	0.00	752,693.05
A10000	263286	05/22/26	75	AMERICAN FIDELITY A	0010000	L23005	DED:5004 AF/CANCER	0.00	90.54
A10000	263286	05/22/26	75	AMERICAN FIDELITY A	0010000	L23005	DED:5005 AF/DISABIL	0.00	192.40
A10000	263286	05/22/26	75	AMERICAN FIDELITY A	0010000	L23005	DED:5006 AF/LIFE	0.00	214.30
A10000	263286	05/22/26	75	AMERICAN FIDELITY A	0010000	L23005	DED:5004 AF/CANCER	0.00	90.54
A10000	263286	05/22/26	75	AMERICAN FIDELITY A	0010000	L23005	DED:5005 AF/DISABIL	0.00	192.40
A10000	263286	05/22/26	75	AMERICAN FIDELITY A	0010000	L23005	DED:5006 AF/LIFE	0.00	214.30
TOTAL CHECK								0.00	994.48
A10000	263289	05/22/26	364	CITIZENS BANK	0010000	L22004	DED:4712OB OBERLIN	0.00	90.04
A10000	263289	05/22/26	364	CITIZENS BANK	0010000	L22003	DED:*SOH OH TAX	0.00	29,008.60
A10000	263289	05/22/26	364	CITIZENS BANK	0010000	L22002	DED:*FM MEDICARE	0.00	40,371.58
A10000	263289	05/22/26	364	CITIZENS BANK	0010000	L22001	DED:*FT FED TAX	0.00	110,056.23
A10000	263289	05/22/26	364	CITIZENS BANK	0010000	L22004	DED:4712OB OBERLIN	0.00	90.04
TOTAL CHECK								0.00	179,616.49
A10000	263292	05/22/26	1344	OHIO CHILD SUPPORT	0010000	L23007	DED:1000 CSEA	0.00	1,734.34
A10000	263294	05/22/26	1481	R.I.T.A.	0010000	L22004	DED:08364W BRECKSVL	0.00	13,635.28
A10000	263294	05/22/26	1481	R.I.T.A.	0010000	L22004	DED:09064W BROADVHT	0.00	14,244.47
A10000	263294	05/22/26	1481	R.I.T.A.	0010000	L22004	DED:45976R MACEDONI	0.00	34.31
A10000	263294	05/22/26	1481	R.I.T.A.	0010000	L22004	DED:08364W BRECKSVL	0.00	13,632.52
A10000	263294	05/22/26	1481	R.I.T.A.	0010000	L22004	DED:09064W BROADVHT	0.00	14,209.77
A10000	263294	05/22/26	1481	R.I.T.A.	0010000	L22004	DED:45976R MACEDONI	0.00	34.31
TOTAL CHECK								0.00	55,790.66
A10000	263295	05/22/26	1581	SERS BOARD SHARE	0010000	L23010	DED:0031 SERS BOE	0.00	54,721.65
A10000	263296	05/22/26	1583	SCHOOL EMPLOYEES RE	0010000	L23010	DED:0030 SERS EE	0.00	39,087.05
A10000	263297	05/22/26	1679	STRS BOARD SHARE	0010000	L23009	DED:0011 STRS BOE	0.00	147,889.49
A10000	263300	05/22/26	1820	TSA CONSULTING GROU	0010000	L23005	DED:5003 AMFIDEL/AN	0.00	2,622.49
A10000	263300	05/22/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6027 V403B ROTH	0.00	100.00
A10000	263300	05/22/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6006 MIDWEST403	0.00	200.00
A10000	263300	05/22/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6011 OASBO/457B	0.00	415.17
A10000	263300	05/22/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6028 EQUIT/457B	0.00	428.88
A10000	263300	05/22/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6026 EQROTH403B	0.00	512.00
A10000	263300	05/22/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6010 OASBO/457B	0.00	780.00
A10000	263300	05/22/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6004 METLIFE/40	0.00	923.00
A10000	263300	05/22/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6013 VALIC/403B	0.00	2,085.00
A10000	263300	05/22/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6008 NEA/457	0.00	2,165.00
A10000	263300	05/22/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6021 VOYA/457	0.00	3,405.23
A10000	263300	05/22/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6019 VOYA/403B	0.00	4,132.50
A10000	263300	05/22/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6025 EQUIT/457B	0.00	5,906.00
A10000	263300	05/22/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6012 OPEDC/457	0.00	6,010.00
A10000	263300	05/22/26	1820	TSA CONSULTING GROU	0010000	L23006	DED:6000 EQUIT/403B	0.00	10,480.00
TOTAL CHECK								0.00	40,165.27

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	263301	05/20/26	32	ADLER TEAM SPORTS	1459000000000000	423	HIGH JUMP PIT WITH	0.00	4,856.19
A10000	263301	05/20/26	32	ADLER TEAM SPORTS	300914E455310200	890	CHEER COMPETITION S	0.00	1,601.95
A10000	263301	05/20/26	32	ADLER TEAM SPORTS	300914E455310200	890	OPEN PO FOR SPRING/	0.00	1,927.50
A10000	263301	05/20/26	32	ADLER TEAM SPORTS	300950A459010200	890	OPEN PO FOR MISC. E	0.00	820.75
A10000	263301	05/20/26	32	ADLER TEAM SPORTS	300950A459010200	890	OPEN PO FOR MISC. E	0.00	1,803.20
A10000	263301	05/20/26	32	ADLER TEAM SPORTS	300950A451210200	890	OPEN PO FOR BOYS BA	0.00	746.00
TOTAL CHECK								0.00	11,755.59
A10000	263304	05/22/26	179	BBHHS SCHOLARSHIP F	200919A463010200	891	HUDDLE SCHOLARSHIPS	0.00	2,000.00
A10000	263304	05/22/26	179	BBHHS SCHOLARSHIP F	200922A411310200	891	STUDENT AWARDS & SC	0.00	1,800.00
A10000	263304	05/22/26	179	BBHHS SCHOLARSHIP F	200932A463010200	891	SENIOR AWARDS-KEY C	0.00	630.00
A10000	263304	05/22/26	179	BBHHS SCHOLARSHIP F	200942A463010200	891	SADD SCHOLARSHIP	0.00	500.00
A10000	263304	05/22/26	179	BBHHS SCHOLARSHIP F	200945A461010200	891	TWO SCHOLARSHIPS &	0.00	1,050.00
A10000	263304	05/22/26	179	BBHHS SCHOLARSHIP F	200953A411110200	891	NAHS SCHOLARSHIPS	0.00	500.00
A10000	263304	05/22/26	179	BBHHS SCHOLARSHIP F	0199300329000000	419	CAPA SCHOLARSHIP	0.00	500.00
A10000	263304	05/22/26	179	BBHHS SCHOLARSHIP F	200900A468010200	891	YEARBOOK LEADERSHIP	0.00	2,000.00
A10000	263304	05/22/26	179	BBHHS SCHOLARSHIP F	0189200113010200	890	2 SCHOLARSHIPS FUND	0.00	1,000.00
TOTAL CHECK								0.00	9,980.00
A10000	263305	05/22/26	238	BRECKSVILLE COMMUNI	1455800000000000	410	COMMUNITY POOL RENT	0.00	12,849.00
A10000	263306	05/22/26	178	BBHCSD TRANSPORTATI	200900A468010200	891	1 CUSTODIAN TO OPEN	0.00	892.47
A10000	263314	05/22/26	1777	THREE Z INC	300914I451610200	890	OPEN PO FOR 2026 MU	0.00	4,695.50
A10000	263315	05/22/26	178	BBHCSD TRANSPORTATI	0199474111000000	511	SKUZA GRANT - THERA	0.00	1,274.64
A10000	263315	05/22/26	178	BBHCSD TRANSPORTATI	0199474111000000	511	SKUZA GRANT - THERA	0.00	637.32
A10000	263315	05/22/26	178	BBHCSD TRANSPORTATI	0149211199010316	890	TRANSPORTATION TO C	0.00	4,371.00
TOTAL CHECK								0.00	6,282.96
A10000	263316	05/22/26	4004	EMILY ORTOLANO	1113012000010200	410	HS CHOIR ACCOMPANIS	0.00	800.00
A10000	263329	05/22/26	36	ADVANCE OHIO	1129000000000000	432	MEETINGS, MILEAGE,	0.00	312.88
A10000	263330	05/22/26	81	AMERICAN PRINT CONS	1113000000010200	419	YEAR END SUMMER SHU	0.00	457.24
A10000	263331	05/22/26	141	AUTO-JET MUFFLER CO	1282900000000000	581	BLANKET P.O. FOR 20	0.00	625.11
A10000	263332	05/22/26	588	EMBROIDME	0199025459000000	890	REMAINING TSHIRT CO	0.00	185.88
A10000	263332	05/22/26	588	EMBROIDME	0199474111000000	511	SKUZA GRANT - UNIFI	0.00	739.12
TOTAL CHECK								0.00	925.00
A10000	263333	05/22/26	607	ESC OF NORTHEAST OH	1129000000000000	410	INTERPRETER, MOBILI	0.00	322.00
A10000	263333	05/22/26	607	ESC OF NORTHEAST OH	1129000000000000	410	INTERPRETER, MOBILI	0.00	540.00
A10000	263333	05/22/26	607	ESC OF NORTHEAST OH	1129000000000000	410	INTERPRETER, MOBILI	0.00	2,790.00
A10000	263333	05/22/26	607	ESC OF NORTHEAST OH	1124700000000000	475	TUITION A.K.	0.00	8,228.00
A10000	263333	05/22/26	607	ESC OF NORTHEAST OH	1124700000000000	475	TUITION R.K.	0.00	6,749.00
A10000	263333	05/22/26	607	ESC OF NORTHEAST OH	1129000000000000	432	BEHAVIOR CONFERENCE	0.00	125.00
A10000	263333	05/22/26	607	ESC OF NORTHEAST OH	1129000000000000	432	MEETINGS, MILEAGE,	0.00	75.00
TOTAL CHECK								0.00	18,829.00

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	263334	05/22/26	2950	GEAUGA MECHANICAL C	1261000000000000	410	MODIFICATIONS TO BU	0.00	5,805.00
A10000	263335	05/22/26	1043	LARSEN LUMBER AND S	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	23.99
A10000	263336	05/22/26	1516	RICHFIELD AUTO PART	1282900000000000	581	BLANKET P.O. FOR SH	0.00	18.18
A10000	263336	05/22/26	1516	RICHFIELD AUTO PART	1282900000000000	581	BLANKET P.O. FOR SH	0.00	32.71
A10000	263336	05/22/26	1516	RICHFIELD AUTO PART	1282900000000000	581	BLANKET P.O. FOR SH	0.00	378.13
TOTAL CHECK								0.00	429.02
A10000	263337	05/22/26	3593	SR TRANS	1129000000000000	489	TRANSPORTATION FOR	0.00	1,413.92
A10000	263338	05/22/26	1673	STAPLES	1281000000010800	512	Victor Technology I	0.00	4.82
A10000	263338	05/22/26	1673	STAPLES	1281000000010800	512	Staples Bond Paper	0.00	9.65
TOTAL CHECK								0.00	14.47
A10000	263339	05/22/26	1703	STUDIES WEEKLY	4019026326000000	510	PLEASE SEE ATTACHED	0.00	786.05
A10000	263339	05/22/26	1703	STUDIES WEEKLY	4019026326000000	510	SHIPPING	0.00	106.12
TOTAL CHECK								0.00	892.17
A10000	263340	05/22/26	1709	SUBURBAN SCHOOL TRA	1129000000000000	489	SPECIAL ED TRANSPOR	0.00	10,177.84
A10000	263341	05/22/26	3490	TES THERAPY	1124700000000000	475	TUITION S.L.	0.00	8,022.90
A10000	263342	05/22/26	1871	VERIZON WIRELESS	1270000000000000	441	FY 26 CELL PHONE SE	0.00	343.17
A10000	263343	05/22/26	1890	WADSWORTH SOLUTIONS	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	373.26
A10000	263381	05/28/26	722	GORDON FOOD	1294400000000000	519	2026 WELLNESS INITI	0.00	394.52
A10000	263381	05/28/26	722	GORDON FOOD	0060000312000000	560	JAN-JUNE 2026 FOOD,	0.00	50,378.42
A10000	263381	05/28/26	722	GORDON FOOD	0209100324000000	560	FOR FOOD FOR SUMMER	0.00	85.33
A10000	263381	05/28/26	722	GORDON FOOD	0069019312000000	560	JAN-JUNE 2026 HS VE	0.00	1,717.63
TOTAL CHECK								0.00	52,575.90
A10000	263382	05/28/26	369	CITY OF CLEVELAND D	0060000312000000	452	FY26 FOOD SERVICE W	0.00	1.68
A10000	263382	05/28/26	369	CITY OF CLEVELAND D	0060000312000000	452	FY26 FOOD SERVICE W	0.00	1.87
A10000	263382	05/28/26	369	CITY OF CLEVELAND D	0060000312000000	452	FY26 FOOD SERVICE W	0.00	4.03
A10000	263382	05/28/26	369	CITY OF CLEVELAND D	0060000312000000	452	FY26 FOOD SERVICE W	0.00	24.34
A10000	263382	05/28/26	369	CITY OF CLEVELAND D	1270000000010200	452	FY26 WATER- HS	0.00	111.42
A10000	263382	05/28/26	369	CITY OF CLEVELAND D	1270000000010200	452	FY26 WATER- HS	0.00	126.18
A10000	263382	05/28/26	369	CITY OF CLEVELAND D	1270000000010300	452	FY25 WATER- MS	0.00	202.61
A10000	263382	05/28/26	369	CITY OF CLEVELAND D	1270000000010100	452	FY26 WATER-BOE	0.00	69.94
A10000	263382	05/28/26	369	CITY OF CLEVELAND D	1270000000010100	452	FY26 WATER-BOE	0.00	126.18
A10000	263382	05/28/26	369	CITY OF CLEVELAND D	1270000000010800	452	FY26 WATER- TRANSPO	0.00	212.70
A10000	263382	05/28/26	369	CITY OF CLEVELAND D	1270000000010900	452	FY26 WATER- ES	0.00	69.01
A10000	263382	05/28/26	369	CITY OF CLEVELAND D	1270000000010900	452	FY26 WATER- ES	0.00	998.94
TOTAL CHECK								0.00	1,948.90
A10000	263383	05/28/26	530	ENBRIDGE GAS OHIO	1270000000010100	453	FY26 NATURAL GAS -	0.00	111.31
A10000	263383	05/28/26	530	ENBRIDGE GAS OHIO	1270000000010200	453	FY26 NATURAL GAS- H	0.00	1,822.37
A10000	263383	05/28/26	530	ENBRIDGE GAS OHIO	1270000000010300	453	FY26 NATURAL GAS -	0.00	1,370.11

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	263383	05/28/26	530	ENBRIDGE GAS OHIO	1270000000010800	453	FY26 NATURAL GAS -	0.00	108.90
A10000	263383	05/28/26	530	ENBRIDGE GAS OHIO	1270000000010900	453	FY26 NATURAL GAS -	0.00	851.83
A10000	263383	05/28/26	530	ENBRIDGE GAS OHIO	0060000312000000	453	FY26 FOOD SERVICE N	0.00	20.76
A10000	263383	05/28/26	530	ENBRIDGE GAS OHIO	0060000312000000	453	FY26 FOOD SERVICE N	0.00	27.26
A10000	263383	05/28/26	530	ENBRIDGE GAS OHIO	0060000312000000	453	FY26 FOOD SERVICE N	0.00	30.66
TOTAL CHECK								0.00	4,343.20
A10000	263384	05/28/26	1301	NORTHEAST OHIO REGI	0060000312000000	452	FY26 FOOD SERVICE S	0.00	1.71
A10000	263384	05/28/26	1301	NORTHEAST OHIO REGI	0060000312000000	452	FY26 FOOD SERVICE S	0.00	61.35
A10000	263384	05/28/26	1301	NORTHEAST OHIO REGI	0060000312000000	452	FY26 FOOD SERVICE S	0.00	71.47
A10000	263384	05/28/26	1301	NORTHEAST OHIO REGI	1270000000010100	452	FY26 SEWER - BOE	0.00	591.40
A10000	263384	05/28/26	1301	NORTHEAST OHIO REGI	1270000000010200	452	FY26 SEWER - HS	0.00	101.72
A10000	263384	05/28/26	1301	NORTHEAST OHIO REGI	1270000000010300	452	FY26 SEWER - MS	0.00	3,591.89
A10000	263384	05/28/26	1301	NORTHEAST OHIO REGI	1270000000010800	452	FY26 SEWER- TRANSPO	0.00	541.37
A10000	263384	05/28/26	1301	NORTHEAST OHIO REGI	1270000000010900	452	FY26 SEWER - ES	0.00	2,517.48
TOTAL CHECK								0.00	7,478.39
A10000	263385	05/28/26	1754	THE ILLUMINATING CO	1270000000010100	451	FY26 ELECTRIC - BOE	0.00	119.67
A10000	263385	05/28/26	1754	THE ILLUMINATING CO	1270000000010100	451	FY26 ELECTRIC - BOE	0.00	955.40
A10000	263385	05/28/26	1754	THE ILLUMINATING CO	1270000000010200	451	FY26 ELECTRIC - HS	0.00	26,223.31
A10000	263385	05/28/26	1754	THE ILLUMINATING CO	1270000000010300	451	FY26 ELECTRIC - MS	0.00	226.00
A10000	263385	05/28/26	1754	THE ILLUMINATING CO	1270000000010300	451	FY26 ELECTRIC - MS	0.00	17,740.26
A10000	263385	05/28/26	1754	THE ILLUMINATING CO	1270000000010800	451	FY26 ELECTRIC - TRA	0.00	1,680.98
A10000	263385	05/28/26	1754	THE ILLUMINATING CO	1270000000010900	451	FY26 ELECTRIC - ES	0.00	11,386.40
A10000	263385	05/28/26	1754	THE ILLUMINATING CO	0060000312000000	451	FY26 FOOD SERVICE E	0.00	277.50
A10000	263385	05/28/26	1754	THE ILLUMINATING CO	0060000312000000	451	FY26 FOOD SERVICE E	0.00	794.11
A10000	263385	05/28/26	1754	THE ILLUMINATING CO	4019026326000000	410	FY26 ELECTRIC - ASS	0.00	82.93
TOTAL CHECK								0.00	59,486.56
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	4999126276000000	510	FY26 SAFETY AND SEC	0.00	158.83
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	0079102113000000	890	GC FOR STAFF MEMBER	0.00	100.00
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	0099103112010300	511	OPEN PO FOR CREDIT	0.00	96.25
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	0149700199000000	410	OPEN PO FOR MISC AP	0.00	252.69
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	0149210199010200	899	ZOO PHOTO FIELD TRI	0.00	113.00
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	0149210199010200	899	PHOTOGRAPHY ZOO FIE	0.00	111.00
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	200941A463010300	891	CLUB TSHIRTS AND SU	0.00	607.75
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	200942A463010200	891	MISC SUPPLIES FOR C	0.00	-16.95
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	200919A463010200	891	CLUB T-SHIRTS AND S	0.00	309.23
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	200919A463010200	891	CLUB T-SHIRTS AND S	0.00	1,006.56
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	300914A451110200	890	OPEN PO FOR VARSITY	0.00	492.73
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	300914O453910200	890	OPEN PO FOR TEAM ME	0.00	18.45
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	300914O453910200	890	OPEN PO FOR TEAM ME	0.00	227.50
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	300914B453210200	890	OPEN PO FOR MISC. E	0.00	360.00
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	300914C451210200	890	VARSITY AND JV SUMM	0.00	1,181.73
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	300914Z451510200	890	OPEN PO FOR MISC. E	0.00	101.41
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	300914Z451510200	890	TEAM DINNERS	0.00	221.94
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	300914Z451510200	890	OPEN PO FOR BOYS VB	0.00	76.92
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	300914Z451510200	890	OPEN PO FOR BOYS VB	0.00	77.74
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	300914Z451510200	890	OPEN PO FOR BOYS VB	0.00	302.30
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	1296000000000000	419	SPECTRUM FIBER NETW	0.00	1,542.92
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	1270000000010800	447	FY26 COX INTERNET-	0.00	229.98

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	1241100000010100	432	MEETING EXPENSES	0.00	49.13
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	1241100000010100	432	MEETING EXPENSES	0.00	73.97
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	1241100000010100	432	MEETING EXPENSES	0.00	89.24
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	1251000000000000	430	FY26 MEETING EXPENS	0.00	702.00
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	1241100000010100	512	MISC SUPPLIES	0.00	9.98
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	1241100000010100	512	MISC SUPPLIES	0.00	26.95
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	1241100000010100	512	MISC SUPPLIES	0.00	66.67
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	1241100000010100	512	MISC SUPPLIES	0.00	186.81
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	1251000000010100	516	REV MONTHLY SUBSCRI	0.00	9.99
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	1224000000000000	517	LICENSES FOR MANAGI	0.00	16.48
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	0060000312000000	560	2025-2026 MISC FOOD	0.00	44.95
A10000	263387	05/28/26	927	JPMORGAN CHASE BANK	0060000312000000	423	2025-2026- KITCHEN/	0.00	44.01
TOTAL CHECK								0.00	8,892.16
A10000	263388	05/31/26	722	GORDON FOOD	0060000312000000	560	JAN-JUNE 2026 FOOD,	0.00	2,401.39
A10000	263389	05/31/26	SHC003	ASSURED PARTNERS OF	0269001294400000	491	THIRD PARTY ADMINIS	0.00	8,166.66
A10000	263390	05/31/26	SHC012	BBHCSD - SHC	0269001294400000	849	FISCAL AGENT FEE	0.00	27,744.00
A10000	263391	05/31/26	SHC001	COMMUNITY INSURANCE	0269001294400000	856	MEDICAL CLAIMS - MA	0.00	5,795,688.58
A10000	263391	05/31/26	SHC001	COMMUNITY INSURANCE	0269001294400000	491	MEDICAL ADMINISTRAT	0.00	173,207.27
A10000	263391	05/31/26	SHC001	COMMUNITY INSURANCE	0269001294400000	492	MEDICAL INSURANCE -	0.00	319,154.00
TOTAL CHECK								0.00	6,288,049.85
A10000	263392	05/31/26	SHC006	NORTHWEST WORKSITE	0269001294400000	419	ELECTRONIC BENEFITS	0.00	6,498.00
A10000	263393	05/31/26	SHC005	SAVE ON SP LLC	0269001294400000	856	HIGH COST PRESCIPTI	0.00	3,338.13
A10000	263394	05/31/26	SHC010	SMITH HEALTH INC	0269001294400000	491	SMITH RX - MAY CLAI	0.00	108,243.00
A10000	263394	05/31/26	SHC010	SMITH HEALTH INC	0269001294400000	856	SMITH RX - MAY CLAI	0.00	2,093,807.95
TOTAL CHECK								0.00	2,202,050.95
A10000	263395	05/31/26	SHC004	SUMPTER LAW LLC	0269001294400000	418	JANUARY-JUNE SHC LE	0.00	2,657.60
A10000	V263097	05/08/26	1680	STATE TEACHERS RETI	0010000	L23011	DED:0012 STRS PURCH	0.00	340.95
A10000	V263097	05/08/26	1680	STATE TEACHERS RETI	0010000	L23009	DED:0013 STRS EMP	0.00	3,561.94
A10000	V263097	05/08/26	1680	STATE TEACHERS RETI	0010000	L23009	DED:0010 STRS EE	0.00	144,512.49
TOTAL CHECK								0.00	148,415.38
A10000	V263105	05/06/26	2030	DEANNA LYNN JORDAN	200900A468010200	891	MULTI VENDOR FOR FO	0.00	35.99
A10000	V263108	05/06/26	2036	DAWN MARIE FERRANTE	300914W454710200	890	OPEN PO FOR MISC. E	0.00	9.99
A10000	V263110	05/06/26	887	JESSICA ERIN HARNIS	200960A467010200	891	ITEMS TO BE ORDERED	0.00	153.86
A10000	V263113	05/06/26	189	BENJAMIN M LESH	200922A411310200	891	OPEN PO FOR MISC DR	0.00	82.00
A10000	V263115	05/06/26	1691	STEPHEN W MEHALIK	300914C451210200	890	OPEN PO FOR POST-SE	0.00	50.00
A10000	V263115	05/06/26	1691	STEPHEN W MEHALIK	300914C451210200	890	OPEN PO FOR POST-SE	0.00	100.00
A10000	V263115	05/06/26	1691	STEPHEN W MEHALIK	300914C451210200	890	OPEN PO FOR POST-SE	0.00	185.87

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263115	05/06/26	1691	STEPHEN W MEHALIK	300914C451210200	890	OPEN PO FOR POST-SE	0.00	423.00
A10000	V263115	05/06/26	1691	STEPHEN W MEHALIK	300914C451210200	890	OPEN PO FOR MISC. E	0.00	75.35
A10000	V263115	05/06/26	1691	STEPHEN W MEHALIK	300914C451210200	890	OPEN PO FOR MISC. E	0.00	95.88
A10000	V263115	05/06/26	1691	STEPHEN W MEHALIK	300914C451210200	890	OPEN PO FOR MISC. E	0.00	125.00
A10000	V263115	05/06/26	1691	STEPHEN W MEHALIK	300914C451210200	890	OPEN PO FOR MISC. E	0.00	170.00
TOTAL CHECK								0.00	1,225.10
A10000	V263116	05/06/26	1202	MICHELLE EILEEN MIL	200930A469010200	891	BREAKFASTS & MEETIN	0.00	10.45
A10000	V263116	05/06/26	1202	MICHELLE EILEEN MIL	0189200113010200	890	OPEN PO FOR REIMBUR	0.00	23.33
TOTAL CHECK								0.00	33.78
A10000	V263117	05/06/26	3451	DONNA M MORLANI	200929A411510200	891	MU ALPHA THETA OPEN	0.00	29.02
A10000	V263119	05/06/26	3584	ELIZABETH ANN OLEXA	1251000000010100	512	MISC. EXPENSES/SUPP	0.00	172.55
A10000	V263122	05/06/26	219	ROBERT J SCHANK	300914X452710200	890	OPEN PO FOR MISC. E	0.00	95.64
A10000	V263124	05/06/26	3437	SYLVIA KIM STIBLEY	300914J454410200	890	OPEN PO FOR OFF-SEA	0.00	146.66
A10000	V263135	05/06/26	706	GINA M BAESLACH	0189200113010200	890	OPEN PO FOR REIMBUR	0.00	322.00
A10000	V263135	05/06/26	706	GINA M BAESLACH	0189200113010200	890	OPEN PO FOR REIMBUR	0.00	47.92
TOTAL CHECK								0.00	369.92
A10000	V263136	05/06/26	3516	RACHEL CAITLIN BLAN	1251000000010100	512	MISC. EXPENSES/SUPP	0.00	25.18
A10000	V263136	05/06/26	3516	RACHEL CAITLIN BLAN	1251000000010100	512	MISC. EXPENSES/SUPP	0.00	135.00
A10000	V263136	05/06/26	3516	RACHEL CAITLIN BLAN	1251000000010100	512	MISC. EXPENSES/SUPP	0.00	174.00
A10000	V263136	05/06/26	3516	RACHEL CAITLIN BLAN	1251000000010100	512	MISC. EXPENSES/SUPP	0.00	189.95
TOTAL CHECK								0.00	524.13
A10000	V263137	05/06/26	1195	MICHAEL R CAFARDI	1270000000000000	570	SHOE ALLOWANCE CUST	0.00	25.00
A10000	V263138	05/06/26	2769	CAPITAL ONE TRADE C	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	4.24
A10000	V263138	05/06/26	2769	CAPITAL ONE TRADE C	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	11.84
A10000	V263138	05/06/26	2769	CAPITAL ONE TRADE C	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	11.89
A10000	V263138	05/06/26	2769	CAPITAL ONE TRADE C	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	11.89
A10000	V263138	05/06/26	2769	CAPITAL ONE TRADE C	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	19.19
A10000	V263138	05/06/26	2769	CAPITAL ONE TRADE C	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	25.47
A10000	V263138	05/06/26	2769	CAPITAL ONE TRADE C	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	31.42
A10000	V263138	05/06/26	2769	CAPITAL ONE TRADE C	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	39.08
A10000	V263138	05/06/26	2769	CAPITAL ONE TRADE C	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	42.61
A10000	V263138	05/06/26	2769	CAPITAL ONE TRADE C	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	48.26
A10000	V263138	05/06/26	2769	CAPITAL ONE TRADE C	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	91.26
A10000	V263138	05/06/26	2769	CAPITAL ONE TRADE C	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	119.37
TOTAL CHECK								0.00	456.52
A10000	V263139	05/06/26	1618	SHERI LYNN DICKHAUT	1251000000010100	512	MISC. EXPENSES/SUPP	0.00	172.55
A10000	V263140	05/06/26	915	JOSE GARCIA JR	1276000000010200	419	SECURITY FOR HS/MS	0.00	360.00
A10000	V263141	05/06/26	373	MARY CLAIRE GONTER	0189201112010300	890	PBIS BEE BUCK STORE	0.00	120.00

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263142	05/06/26	991	KEVIN G JAKUB	0189200113010200	890	OPEN PO FOR REIMBUR	0.00	55.98
A10000	V263143	05/06/26	1595	SCOTT R KINKOPH	1221200000010100	431	MILEAGE EXPENSES	0.00	136.01
A10000	V263144	05/06/26	3541	ROBERT A MAGYAR	0189109111010900	890	1000 BOOKMARKS FOR	0.00	70.52
A10000	V263145	05/06/26	3825	KATI ELIZABETH MANN	0189201112010300	890	PBIS BEE BUCK STORE	0.00	86.55
A10000	V263146	05/06/26	1153	MARYELLEN L MAUSER	0149210199010200	899	CARDBOARD REGATTA S	0.00	393.58
A10000	V263146	05/06/26	1153	MARYELLEN L MAUSER	0149210199010200	899	CARDBOARD REGATTA S	0.00	460.00
TOTAL CHECK								0.00	853.58
A10000	V263147	05/06/26	1690	STEVEN RICHARD MCCR	0149211199010316	890	WDC CHAPERONE MEETI	0.00	63.48
A10000	V263148	05/06/26	2816	CATHY BERGMAN MCKEE	1214000000000000	432	MEETINGS, MILEAGE,	0.00	160.37
A10000	V263149	05/06/26	1989	PAYSCHOOLS	0010000000000000	R1211	BRUBAKER 2026	0.00	1,885.00
A10000	V263150	05/06/26	535	DONNA M PROCHASKA	1270000000000000	570	SHOE ALLOWANCE CUST	0.00	25.00
A10000	V263151	05/06/26	3384	ROSE MARIE KLEINMAN	1214000000000000	432	MEETINGS, MILEAGE,	0.00	93.96
A10000	V263152	05/06/26	1098	LOUIE RUNDO	0099102113010200	511	MULTI VENDOR OPEN P	0.00	179.80
A10000	V263153	05/06/26	1130	MARIA LEE GANIM SCH	0099103112010300	511	LIFE SKILLS CONSUMA	0.00	73.10
A10000	V263154	05/06/26	4058	LUKASZ SUHAK	1282900000010800	239	BLANKET P.O. FOR CD	0.00	248.25
A10000	V263155	05/06/26	509	DENA M WILSON	1112000000010300	430	STAFF MILEAGE BETWE	0.00	43.50
A10000	V263156	05/06/26	355	CHRISTINE MICHELLE	0099102113010200	511	MULTI VENDOR OPEN P	0.00	21.96
A10000	V263172	05/07/26	3038	ABEL TRUCK & AUTOMO	1282900000000000	581	BLANKET P.O. FOR SH	0.00	69.52
A10000	V263172	05/07/26	3038	ABEL TRUCK & AUTOMO	1282900000000000	581	BLANKET P.O. FOR SH	0.00	115.60
A10000	V263172	05/07/26	3038	ABEL TRUCK & AUTOMO	1282900000000000	581	BLANKET P.O. FOR SH	0.00	428.18
TOTAL CHECK								0.00	613.30
A10000	V263173	05/07/26	3044	ALTA LANGUAGE SERVI	0099102113010200	511	SEAL OF BILITERACY	0.00	213.00
A10000	V263173	05/07/26	3044	ALTA LANGUAGE SERVI	5849026111000000	410	SEAL OF BILITERACY	0.00	825.00
TOTAL CHECK								0.00	1,038.00
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	5729026111000000	511	Are You My Mother?	0.00	11.90
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	5729026111000000	511	The Best Nest (Begi	0.00	27.80
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	5729026111000000	511	Scribbledo Small Dr	0.00	15.63
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	5729026111000000	511	SUNEE 30 Packs Over	0.00	18.29
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	5729026111000000	511	Plastic Clipboards,	0.00	89.28
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	5729026111000000	511	hand2mind Magnetic	0.00	22.19
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	5729026111000000	511	Lineon Erasable Gel	0.00	27.12
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	5729026111000000	511	ORB Curiosities Jum	0.00	9.99
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	5729026111000000	511	Teacher Created Res	0.00	52.65
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0079103113000000	511	Fullstar The Origin	0.00	29.09

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0079103113000000	511	Laidans 13" Gift Ba	0.00	4.99
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	Smuckers Sundae Syr	0.00	32.92
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	Smuckers Sundae Syr	0.00	-2.99
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	MATICAN Paper Ice C	0.00	15.57
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	200 Count Clear Pla	0.00	15.56
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	Rainbow sprinkles b	0.00	15.57
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	Swingline Stapler,	0.00	28.70
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	Business Source Pre	0.00	38.28
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	Amazon Basics 100-P	0.00	51.98
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	Amazon Basics AAA L	0.00	59.98
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	Golcellia Writable	0.00	17.78
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	(18 Pads) Pop Up St	0.00	39.95
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	EXPO Dry Erase Mark	0.00	48.94
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	Sharpie Permanent M	0.00	22.78
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	Large Doodle Teache	0.00	12.98
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	HARDCOVER Academic	0.00	21.80
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099103112010300	511	Officemate Standard	0.00	12.42
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0149211199010316	890	YACEYACE Yellow Gif	0.00	14.99
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0149211199010316	890	Rice Krispies Treat	0.00	99.70
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0149211199010316	890	Fla-Vor-Ice Popsicl	0.00	40.96
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0149211199010316	890	Mott's Assorted Fru	0.00	63.76
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0149211199010316	890	OREO Mini Cookies,	0.00	132.48
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0149211199010316	890	HI-CHEW Assorted Bu	0.00	469.76
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0149211199010316	890	Big Dot of Happines	0.00	9.99
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0149211199010316	890	124 Pcs Thank You C	0.00	39.99
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099109111010900	511	Insect Lore Butterf	0.00	58.88
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099109111010900	511	Insect Lore Funtast	0.00	90.00
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0099109111010900	511	Are You My Mother?	0.00	2.46
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	Max Liquidator 6-Pa	0.00	22.56
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	Temede 5-Pack Car W	0.00	9.34
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	3 Pack 45" X 10" In	0.00	31.49
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	Waytiffer Muffin Pa	0.00	14.65
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	Yunsailing 12 Pcs K	0.00	108.81
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	200x25 Compact Bino	0.00	28.43
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	Viva Doria 100% Pur	0.00	9.80
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	YAOSHENG 200pcs 8.2	0.00	16.82
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	Airgoesin Dental St	0.00	8.84
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	BAEMEFLE Candy Ther	0.00	14.71
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	50 Pcs Colorful 1 I	0.00	13.55
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	57" L Large Collaps	0.00	108.29
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	1000PCS Tooth Stick	0.00	8.85
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	Water Balloons Quic	0.00	29.53
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	Hallmark Floral Wra	0.00	9.84
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0209100324000000	511	Hallmark Striped Wr	0.00	9.84
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	3009140453910200	890	BEDELITE Fleece Bla	0.00	53.96
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	3009140453910200	890	SOUS HOUSE Cotton C	0.00	-1.70
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	3009140453910200	890	Xiahuyu Letter M Ke	0.00	9.98
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	3009140453910200	890	Xiahuyu Letter C Ke	0.00	5.99
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	3009140453910200	890	Xiahuyu Letter E Ke	0.00	6.99
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0199026270000000	570	Recycle Used Batter	0.00	246.24
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0199026270000000	570	Sterilite 12-Pack T	0.00	405.98

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	0199026270000000	570	SENONAPO 13 Pack 1.	0.00	71.90
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1270000000010300	570	LEVOIT Cordless Vac	0.00	139.43
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1270000000010300	570	Dttery Filter Repla	0.00	17.99
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1270000000010300	570	Leaf Blower Cordles	0.00	69.98
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1270000000010300	570	Holikme 30 Feet Dry	0.00	19.98
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1270000000010300	570	Pihode Thermostat L	0.00	14.24
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1270000000010300	570	OURU 8pcs 2.5 Inch	0.00	5.99
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1270000000010300	570	10 Pack Metal Fence	0.00	49.99
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1241100000010100	512	JAM PAPER Small Bev	0.00	5.24
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1241100000010100	512	JAM PAPER Medium Lu	0.00	17.00
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1241100000010100	512	Dixie Medium Paper	0.00	17.97
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1241100000010100	512	Amcrate Disposable	0.00	43.98
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1241100000010100	512	100 Count Disposabl	0.00	9.39
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1241100000010100	512	Exquisite 66% Thick	0.00	19.79
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1241100000010100	512	JOWLOT Disposable N	0.00	53.19
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1270000000010900	570	ECHO 6450001 POWER	0.00	16.97
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1270000000010900	570	3M Pro-Grade Earmuf	0.00	23.47
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1270000000010900	570	REXBETI Razor Blade	0.00	15.98
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1270000000010900	570	Push Pull Sign for	0.00	14.98
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1270000000010900	570	Getlay Garden Fenci	0.00	556.21
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1270000000010900	570	1.5-inch Putty Knif	0.00	9.49
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1261000000010100	510	Avery Waterproof Pr	0.00	12.95
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1261000000010100	510	Nestle Coffee mate	0.00	15.99
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1261000000010100	510	Softsoap Moisturizi	0.00	6.00
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1261000000010100	510	LIFE SAVERS Pep-O-M	0.00	23.28
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1213400000010900	514	Dealmed Non-Woven G	0.00	39.89
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1213400000000000	514	Welch Allyn oral di	0.00	45.27
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1213400000000000	514	Lysol Disinfectant	0.00	24.39
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1213400000000000	514	Medi-First 80213 Ch	0.00	16.02
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1213400000000000	514	Medique Loradamed A	0.00	41.89
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1213400000000000	514	Medique 47933 Medi-	0.00	27.56
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1213400000000000	514	Leader Antihistamin	0.00	11.31
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1213400000000000	514	Amazon Basic Care I	0.00	28.40
A10000	V263174	05/07/26	69	AMAZON CAPITAL SERV	1213400000000000	514	Post-it Flags and T	0.00	18.05
TOTAL CHECK								0.00	4,441.07
A10000	V263175	05/07/26	2675	BLUE TECHNOLOGIES I	1111000000010900	511	STAPLES FOR COPIERS	0.00	280.00
A10000	V263176	05/07/26	263	BSN SPORTS LLC	300914O453910200	890	OPEN PO FOR MISC. E	0.00	450.50
A10000	V263176	05/07/26	263	BSN SPORTS LLC	300914X452710200	890	TRACK UNIFORM FILL-	0.00	601.88
A10000	V263176	05/07/26	263	BSN SPORTS LLC	300914O453910200	890	MORGAN'S MESSAGE T-	0.00	639.98
A10000	V263176	05/07/26	263	BSN SPORTS LLC	300914W454710200	890	TRACK UNIFORM FILL-	0.00	601.87
A10000	V263176	05/07/26	263	BSN SPORTS LLC	300915A452810200	890	BSN REWARDS ORDER -	0.00	714.95
A10000	V263176	05/07/26	263	BSN SPORTS LLC	300950A452610200	890	GAME TENNIS BALLS	0.00	396.00
A10000	V263176	05/07/26	263	BSN SPORTS LLC	300914C451210200	890	OPEN PO FOR TEAM GE	0.00	437.50
TOTAL CHECK								0.00	3,842.68
A10000	V263177	05/07/26	291	CARDINAL BUS SALES	4999326284000000	640	INTEGRATED SEATS FO	0.00	7,817.00
A10000	V263177	05/07/26	291	CARDINAL BUS SALES	1282900000000000	581	INTEGRATED SEATS FO	0.00	575.00
TOTAL CHECK								0.00	8,392.00

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263178	05/07/26	379	CLEARWATER SERVICES	0189200113010200	890	OFFICE WATER SERVIC	0.00	33.19
A10000	V263179	05/07/26	380	CLEVE CLINIC CHILD'	1124700000000000	475	TUITION M.B.	0.00	7,996.80
A10000	V263179	05/07/26	380	CLEVE CLINIC CHILD'	1124700000000000	475	TUITION M.K.	0.00	7,996.80
TOTAL CHECK								0.00	15,993.60
A10000	V263180	05/07/26	405	CLEVELAND TANK & SU	1282900000000000	581	BLANKET P.O. FOR SH	0.00	1,778.80
A10000	V263181	05/07/26	723	E3 GORDON STOWE	4019026326000000	510	YEARLY TEST OF AUD	0.00	95.00
A10000	V263181	05/07/26	723	E3 GORDON STOWE	4019026326000000	510	TRAVEL FEE	0.00	30.00
TOTAL CHECK								0.00	125.00
A10000	V263182	05/07/26	568	EFFECTIVE UTILITY S	1270000000010900	451	FY26 ELECTRIC - ES	0.00	3,358.16
A10000	V263182	05/07/26	568	EFFECTIVE UTILITY S	0060000312000000	451	FY26 FOOD SERVICE E	0.00	81.84
TOTAL CHECK								0.00	3,440.00
A10000	V263183	05/07/26	1997	EFFECTIVE UTILITY S	0060000312000000	451	FY26 FOOD SERVICE E	0.00	51.94
A10000	V263183	05/07/26	1997	EFFECTIVE UTILITY S	1270000000010100	451	FY26 MONTHLY CHARGE	0.00	62.49
A10000	V263183	05/07/26	1997	EFFECTIVE UTILITY S	1270000000010200	451	FY26 MONTHLY CHARGE	0.00	1,715.22
A10000	V263183	05/07/26	1997	EFFECTIVE UTILITY S	1270000000010300	451	FY26 MONTHLY CHARGE	0.00	1,160.35
TOTAL CHECK								0.00	2,990.00
A10000	V263184	05/07/26	576	ELECTRICAL APPLIANC	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	335.37
A10000	V263184	05/07/26	576	ELECTRICAL APPLIANC	0060000312000000	423	2025-2026- KITCHEN/	0.00	75.05
A10000	V263184	05/07/26	576	ELECTRICAL APPLIANC	0060000312000000	423	2025-2026- KITCHEN/	0.00	270.49
TOTAL CHECK								0.00	680.91
A10000	V263185	05/07/26	639	FLINN SCIENTIFIC IN	0099102113010200	511	OPEN PO FOR MISC OR	0.00	59.34
A10000	V263185	05/07/26	639	FLINN SCIENTIFIC IN	0099102113010200	511	OPEN PO FOR MISC OR	0.00	1,113.88
TOTAL CHECK								0.00	1,173.22
A10000	V263186	05/07/26	2463	FOLLETT CONTENT SOL	0099109111010900	511	BOOKS MEDIA CENTER	0.00	1,627.81
A10000	V263187	05/07/26	664	FRIENDSOFFICE	0209100324000000	511	Creativity Street J	0.00	7.07
A10000	V263187	05/07/26	664	FRIENDSOFFICE	0209100324000000	511	Prang Construction	0.00	8.88
A10000	V263187	05/07/26	664	FRIENDSOFFICE	0209100324000000	511	Tru-Ray Constructio	0.00	14.16
A10000	V263187	05/07/26	664	FRIENDSOFFICE	0209100324000000	511	Integra Grip Mechan	0.00	5.99
A10000	V263187	05/07/26	664	FRIENDSOFFICE	0209100324000000	511	Pentel Super Hi-Pol	0.00	4.86
A10000	V263187	05/07/26	664	FRIENDSOFFICE	0209100324000000	511	HP 05A Original Las	0.00	114.15
A10000	V263187	05/07/26	664	FRIENDSOFFICE	0209100324000000	511	Creativity Street F	0.00	38.38
A10000	V263187	05/07/26	664	FRIENDSOFFICE	1281000000010800	512	Business Source Hea	0.00	12.76
A10000	V263187	05/07/26	664	FRIENDSOFFICE	1281000000010800	512	Business Source Thr	0.00	25.68
A10000	V263187	05/07/26	664	FRIENDSOFFICE	1281000000010800	512	BIC Round Stic Ball	0.00	5.22
A10000	V263187	05/07/26	664	FRIENDSOFFICE	1281000000010800	512	BIC Round Stic Ball	0.00	5.60
A10000	V263187	05/07/26	664	FRIENDSOFFICE	1281000000010800	512	Sparco Multipurpose	0.00	188.92
A10000	V263187	05/07/26	664	FRIENDSOFFICE	1281000000010800	512	Business Source She	0.00	6.56
TOTAL CHECK								0.00	438.23
A10000	V263188	05/07/26	1887	GRAINGER INC.	1281000000010800	512	Seat Cushion: Memor	0.00	126.69
A10000	V263188	05/07/26	1887	GRAINGER INC.	1270000000010300	570	TK142178689T Straig	0.00	15.53
A10000	V263188	05/07/26	1887	GRAINGER INC.	1270000000010300	570	TK142178689T Straig	0.00	15.53

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263188	05/07/26	1887	GRAINGER INC.	1270000000010300	570	TK142178689T Straig	0.00	15.53
A10000	V263188	05/07/26	1887	GRAINGER INC.	1270000000010300	570	TK142178689T Straig	0.00	15.53
A10000	V263188	05/07/26	1887	GRAINGER INC.	1270000000010300	570	TK142178689T Straig	0.00	46.59
A10000	V263188	05/07/26	1887	GRAINGER INC.	1270000000010300	570	TK142178689T Straig	0.00	46.59
TOTAL CHECK								0.00	281.99
A10000	V263189	05/07/26	755	HANS FREIGHTLINER O	1282900000000000	581	BLANKET P.O. FOR SH	0.00	157.60
A10000	V263190	05/07/26	2280	HI TRANSLATING & IN	1125100000000000	410	INTERPRETER SERVICE	0.00	85.00
A10000	V263190	05/07/26	2280	HI TRANSLATING & IN	1125100000000000	410	INTERPRETER SERVICE	0.00	383.00
TOTAL CHECK								0.00	468.00
A10000	V263191	05/07/26	3735	IDENTIPHOTO LLC	0099109111010900	511	PRINTER RIBBON AND	0.00	162.06
A10000	V263192	05/07/26	1279	IMPERIAL DADE	1270000000010200	570	FY25-26 CUSTODIAL S	0.00	1,583.25
A10000	V263192	05/07/26	1279	IMPERIAL DADE	1270000000010200	570	FY25-26 CUSTODIAL S	0.00	6,681.19
A10000	V263192	05/07/26	1279	IMPERIAL DADE	1270000000010300	570	FY25-26 CUSTODIAL S	0.00	88.20
A10000	V263192	05/07/26	1279	IMPERIAL DADE	1270000000010300	570	FY25-26 CUSTODIAL S	0.00	2,943.70
A10000	V263192	05/07/26	1279	IMPERIAL DADE	1270000000010800	570	FY25-26 CUSTODIAL S	0.00	33.09
A10000	V263192	05/07/26	1279	IMPERIAL DADE	1270000000010800	570	FY25-26 CUSTODIAL S	0.00	66.08
A10000	V263192	05/07/26	1279	IMPERIAL DADE	1270000000010900	570	CUSTODIAL SUPPLIES	0.00	-42.30
A10000	V263192	05/07/26	1279	IMPERIAL DADE	1270000000010900	570	CUSTODIAL SUPPLIES	0.00	19.18
A10000	V263192	05/07/26	1279	IMPERIAL DADE	1270000000010900	570	CUSTODIAL SUPPLIES	0.00	4,037.13
TOTAL CHECK								0.00	15,409.52
A10000	V263193	05/07/26	845	JW PEPPER & SON INC	0039300110000016	521	BAND SHEET MUSIC MS	0.00	55.00
A10000	V263193	05/07/26	845	JW PEPPER & SON INC	0039300110000016	521	BAND SHEET MUSIC MS	0.00	50.00
A10000	V263193	05/07/26	845	JW PEPPER & SON INC	0039300110000016	521	BAND SHEET MUSIC MS	0.00	55.00
A10000	V263193	05/07/26	845	JW PEPPER & SON INC	0039300110000016	521	HS CHORAL SHEET MUS	0.00	34.00
A10000	V263193	05/07/26	845	JW PEPPER & SON INC	0039300110000016	521	BAND SHEET MUSIC MS	0.00	120.00
A10000	V263193	05/07/26	845	JW PEPPER & SON INC	0039300110000016	521	BAND SHEET MUSIC MS	0.00	270.00
A10000	V263193	05/07/26	845	JW PEPPER & SON INC	0039300110000016	521	BAND SHEET MUSIC HS	0.00	15.00
A10000	V263193	05/07/26	845	JW PEPPER & SON INC	0039300110000016	521	BAND SHEET MUSIC HS	0.00	49.99
TOTAL CHECK								0.00	648.99
A10000	V263194	05/07/26	1042	LANGUAGE TESTING IN	0099102113010200	511	OPEN PO FOR SEAL OF	0.00	375.50
A10000	V263194	05/07/26	1042	LANGUAGE TESTING IN	5849026111000000	410	SEAL OF BILITERACY	0.00	75.00
TOTAL CHECK								0.00	450.50
A10000	V263195	05/07/26	1467	PSI AFFILIATES INC.	5729026326000000	410	TITLE I FUNDING ASS	0.00	2,367.12
A10000	V263195	05/07/26	1467	PSI AFFILIATES INC.	5729026326000000	410	TITLE I FUNDING ST.	0.00	1,040.85
TOTAL CHECK								0.00	3,407.97
A10000	V263196	05/07/26	1505	RENHILL GROUP INC.	1110000000000000	410	2025-2026 PURCHASED	0.00	3,017.00
A10000	V263196	05/07/26	1505	RENHILL GROUP INC.	1110000000000000	410	2025-2026 SUBSTITUT	0.00	24,613.15
TOTAL CHECK								0.00	27,630.15
A10000	V263197	05/07/26	1589	SCHOOL SPECIALTY LL	0099109111010900	511	EXPO Dry Block Eras	0.00	62.24
A10000	V263197	05/07/26	1589	SCHOOL SPECIALTY LL	0099109111010900	511	BIC Intensity Perma	0.00	11.54
A10000	V263197	05/07/26	1589	SCHOOL SPECIALTY LL	0199021111000000	510	6-COPERNICUS SELF-R	0.00	4,943.04
TOTAL CHECK								0.00	5,016.82

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263198	05/07/26	2915	TAYLOR BAND & ORCHE	1112012000010300	423	INSTRUMENT REPAIR F	0.00	144.00
A10000	V263198	05/07/26	2915	TAYLOR BAND & ORCHE	1112012000010300	423	MS INSTRUMENT REPAI	0.00	186.00
TOTAL CHECK								0.00	330.00
A10000	V263199	05/07/26	1804	TRANSPORTATION ACCE	1282900000000000	581	BLANKET P.O. FOR 20	0.00	137.28
A10000	V263199	05/07/26	1804	TRANSPORTATION ACCE	1282900000000000	581	BLANKET P.O. FOR 20	0.00	1,402.10
TOTAL CHECK								0.00	1,539.38
A10000	V263200	05/07/26	1829	UNIFIRST CORPORATIO	1282900000000000	581	BLANKET P.O. FOR UN	0.00	133.76
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	EOY CONTRUCTION PAP	0.00	992.00
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	COPY PAPER FOR ENTI	0.00	1,399.60
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Colored Paper, 20 l	0.00	52.50
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Colored Paper, 20 l	0.00	52.50
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Colored Paper, 20 l	0.00	52.50
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Low Odor Dry Erase	0.00	179.88
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Low Odor Dry Erase	0.00	41.85
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Low Odor Dry Erase	0.00	41.85
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Permanent Markers,	0.00	18.19
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Permanent Markers,	0.00	9.78
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Permanent Markers,	0.00	59.95
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Permanent Marker, F	0.00	13.98
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Permanent Markers,	0.00	10.48
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Dry Erase Surface C	0.00	105.00
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Acrylic Carton Seal	0.00	52.75
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Desk Highlighter, C	0.00	40.14
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Desk Highlighter, C	0.00	50.82
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Binder Clips, Large	0.00	46.00
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	DryLine Correction	0.00	133.15
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Envelope, 28 lb, Cl	0.00	22.75
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Painter's Tape, 20	0.00	135.84
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Coppertop AAA Alkal	0.00	31.99
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Coppertop AA Alkali	0.00	31.99
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Book Rings, 1", 100	0.00	44.44
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Coppertop C Alkalin	0.00	66.16
A10000	V263201	05/07/26	1889	W.B. MASON CO. INC.	0099109111010900	511	Loose Leaf Book Rin	0.00	35.14
TOTAL CHECK								0.00	3,721.23
A10000	V263202	05/07/26	1926	WINSUPPLY CLEVELAND	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	123.68
A10000	V263203	05/07/26	2676	WINZER FRANCHISE CO	1282900000000000	581	BLANKET P.O. FOR 20	0.00	647.12
A10000	V263209	05/14/26	1026	KYLE P DRYPOLCHER	0189200113010200	890	OPEN PO FOR REIMBUR	0.00	35.94
A10000	V263210	05/14/26	991	KEVIN G JAKUB	0189200113010200	890	MISC EXPENDITURES F	0.00	60.21
A10000	V263210	05/14/26	991	KEVIN G JAKUB	0189200113010200	890	MISC EXPENDITURES F	0.00	68.01
A10000	V263210	05/14/26	991	KEVIN G JAKUB	0189200113010200	890	MISC EXPENDITURES F	0.00	269.46
TOTAL CHECK								0.00	397.68
A10000	V263211	05/14/26	3895	LESLIE S LEWICKI	1119000000000000	519	2025-2026 REIMBURSE	0.00	25.00

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263212	05/14/26	1617	SHELLEY MARIE LOAR	0079103113000000	890	SUNSHINE ACCOUNT	0.00	76.39
A10000	V263213	05/14/26	3152	ANGELA DENISE MAST	1119000000000000	519	2025-2026 REIMBURSE	0.00	23.50
A10000	V263214	05/14/26	3400	LOUISE ANN MILLER	1119000000000000	519	2025-2026 REIMBURSE	0.00	28.50
A10000	V263215	05/14/26	3942	RANEE ALICE PERKINS	1119000000000000	519	2025-2026 REIMBURSE	0.00	25.00
A10000	V263216	05/14/26	2443	DAYNA D SCHAEFER	1119000000000000	519	2025-2026 REIMBURSE	0.00	28.50
A10000	V263217	05/14/26	4061	LEONARD THOMAS SIER	1282900000010800	239	BLANKET P.O. FOR CD	0.00	51.00
A10000	V263218	05/14/26	3929	NOAH ROBERT THOMA	0099103112010300	511	LIFE SKILLS CONSUMA	0.00	25.02
A10000	V263219	05/14/26	2226	WASTE MANAGEMENT OF	1270000000000000	422	FY26 DUMPSTER SERVI	0.00	2,408.90
A10000	V263220	05/14/26	509	DENA M WILSON	1112000000010300	430	STAFF MILEAGE BETWE	0.00	26.10
A10000	V263238	05/14/26	2864	ABA OUTREACH LLC	1129000000000000	410	BEHAVIORAL SERVICES	0.00	40,427.80
A10000	V263239	05/14/26	3367	ABARTA COCA-COLA BE	0060000312000000	560	PO CLOSED BEFORE FI	0.00	59.14
A10000	V263239	05/14/26	3367	ABARTA COCA-COLA BE	0060000312000000	560	PO CLOSED BEFORE FI	0.00	368.71
A10000	V263239	05/14/26	3367	ABARTA COCA-COLA BE	0060000312000000	560	PO CLOSED BEFORE FI	0.00	417.60
A10000	V263239	05/14/26	3367	ABARTA COCA-COLA BE	0060000312000000	560	PO CLOSED BEFORE FI	0.00	417.60
A10000	V263239	05/14/26	3367	ABARTA COCA-COLA BE	0060000312000000	560	PO CLOSED BEFORE FI	0.00	453.25
A10000	V263239	05/14/26	3367	ABARTA COCA-COLA BE	0060000312000000	560	PO CLOSED BEFORE FI	0.00	1,118.41
A10000	V263239	05/14/26	3367	ABARTA COCA-COLA BE	0060000312000000	560	PO CLOSED BEFORE FI	0.00	1,180.08
TOTAL CHECK								0.00	4,014.79
A10000	V263240	05/14/26	3038	ABEL TRUCK & AUTOMO	1282900000000000	581	BLANKET P.O. FOR SH	0.00	171.87
A10000	V263241	05/14/26	56	ALFRED NICKLES BAKE	0060000312000000	560	JAN-JUNE 2026 BREAD	0.00	182.23
A10000	V263241	05/14/26	56	ALFRED NICKLES BAKE	0060000312000000	560	JAN-JUNE 2026 BREAD	0.00	222.73
A10000	V263241	05/14/26	56	ALFRED NICKLES BAKE	0060000312000000	560	JAN-JUNE 2026 BREAD	0.00	121.00
A10000	V263241	05/14/26	56	ALFRED NICKLES BAKE	0060000312000000	560	JAN-JUNE 2026 BREAD	0.00	140.91
A10000	V263241	05/14/26	56	ALFRED NICKLES BAKE	0060000312000000	560	JAN-JUNE 2026 BREAD	0.00	148.40
A10000	V263241	05/14/26	56	ALFRED NICKLES BAKE	0060000312000000	560	JAN-JUNE 2026 BREAD	0.00	148.40
TOTAL CHECK								0.00	963.67
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	1224000000000000	517	SABRENT USB Externa	0.00	206.28
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099102113010200	511	Paper Mate Flair Fe	0.00	28.71
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099102113010200	511	Bostitch Office Ele	0.00	11.85
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099102113010200	511	Pilot FriXion Light	0.00	5.65
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099102113010200	511	Amazon Basics Wood-	0.00	11.75
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099102113010200	511	Two Pocket Folder,	0.00	27.19
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099102113010200	511	Rosmonde 6 Pack Gra	0.00	20.78
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099102113010200	511	Sheet Protectors, H	0.00	47.58
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099102113010200	511	Buecs Black Dry Era	0.00	82.77
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099102113010200	511	240 Packs Colored P	0.00	23.19
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099102113010200	511	OcePor 100 Sheets W	0.00	59.97

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099102113010200	511	Toidgy 200 PCS Wash	0.00	62.68
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099102113010200	511	EXPO Dry Erase Mark	0.00	19.99
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099102113010200	511	Pilot, FriXion Vibe	0.00	18.09
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099109111010900	511	Alliance Rubber 274	0.00	13.14
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099109111010900	511	Swingline Paper Tri	0.00	-229.56
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099109111010900	511	Swingline Paper Tri	0.00	229.56
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0099109111010900	511	Oepmoc 250 Keys Key	0.00	123.49
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0189109111010900	890	GraduationMall Matt	0.00	-99.95
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0189109111010900	890	GraduationMall Matt	0.00	-19.99
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0189109111010900	890	GraduationMall Matt	0.00	-19.99
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0189109111010900	890	GraduationMall Matt	0.00	399.80
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0189109111010900	890	GraduationMall Matt	0.00	-159.92
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0189109111010900	890	GraduationMall Matt	0.00	-99.95
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0189109111010900	890	GraduationMall Matt	0.00	399.80
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0189109111010900	890	Ring Pop Lollipops	0.00	25.44
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0189109111010900	890	150 Pack, 1" Scratc	0.00	10.78
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0189109111010900	890	Utopia Home 60 Pack	0.00	19.99
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	0189109111010900	890	Mini Bubble Wands B	0.00	27.95
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200980A411010300	891	Fun Express Assorte	0.00	19.37
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200980A411010300	891	Swooc Games - Premi	0.00	149.95
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200980A411010300	891	JOYIN Arcade Basket	0.00	39.99
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200980A411010300	891	Flybar FunPark Gian	0.00	149.99
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200980A411010300	891	BVEHSR 48 Packs Gal	0.00	16.59
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200980A411010300	891	Threan Circus Infla	0.00	29.99
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200980A411010300	891	Redllo 58PCS Carniv	0.00	37.99
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200980A411010300	891	6FT Giant Inflatabl	0.00	134.99
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200980A411010300	891	UZLU 60 Pcs Kids Su	0.00	36.09
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200986A411310300	891	Amazon Basics 24-Pa	0.00	27.94
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200986A411310300	891	NANUK 910 Hard Case	0.00	67.95
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200986A411310300	891	FIFINE Studio Monit	0.00	32.99
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200986A411310300	891	Lockport 5 Pack Col	0.00	26.95
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200986A411310300	891	SWRT 12 Pack Gaffer	0.00	59.99
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200986A411310300	891	Pangda 6 Rolls 2" x	0.00	67.98
A10000	V263242	05/14/26	69	AMAZON CAPITAL SERV	200986A411310300	891	CJFNDFA 4PCS Foldin	0.00	19.98
TOTAL CHECK								0.00	2,165.80
A10000	V263243	05/14/26	145	B&H PHOTO & ELECTRO	200986A411310300	891	QUOTE# 1128542862 -	0.00	1,970.65
A10000	V263244	05/14/26	148	BACKGROUND INVESTIG	1296000000000000	419	2025-2026 VOLUNTEER	0.00	614.60
A10000	V263245	05/14/26	187	BEI SUPPLY & RENTAL	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	18.32
A10000	V263246	05/14/26	460	CUMMINS INC.	1284000000000000	423	BLANKET P.O. FOR SH	0.00	1,680.00
A10000	V263247	05/14/26	538	DOUGH GO'S	0060000312000000	560	JAN-JUNE 2026 COOKI	0.00	509.75
A10000	V263247	05/14/26	538	DOUGH GO'S	0060000312000000	560	JAN-JUNE 2026 COOKI	0.00	594.80
A10000	V263247	05/14/26	538	DOUGH GO'S	0060000312000000	560	JAN-JUNE 2026 COOKI	0.00	993.30
TOTAL CHECK								0.00	2,097.85
A10000	V263248	05/14/26	553	EASY GRAPHICS CORP	1113000000010200	645	25" TWO SIDED LAMIN	0.00	497.61

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263249	05/14/26	576	ELECTRICAL APPLIANC	0060000312000000	423	2025-2026- KITCHEN/	0.00	474.00
A10000	V263250	05/14/26	721	GOPHER SPORT	0199025459000000	890	ES UNIFIED SPORTS	0.00	386.86
A10000	V263251	05/14/26	1887	GRAINGER INC.	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	456.16
A10000	V263251	05/14/26	1887	GRAINGER INC.	1270000000010300	570	TK142178689T Straig	0.00	15.53
TOTAL CHECK								0.00	471.69
A10000	V263252	05/14/26	759	HEALTHCARE BILLING	1129000000000000	410	MEDICAID BILLING SE	0.00	471.96
A10000	V263253	05/14/26	771	HERSHEY'S ICE CREAM	0060000312000000	560	JAN-JUNE 2026 ICE C	0.00	696.72
A10000	V263253	05/14/26	771	HERSHEY'S ICE CREAM	0060000312000000	560	JAN-JUNE 2026 ICE C	0.00	843.00
A10000	V263253	05/14/26	771	HERSHEY'S ICE CREAM	0060000312000000	560	JAN-JUNE 2026 ICE C	0.00	991.56
A10000	V263253	05/14/26	771	HERSHEY'S ICE CREAM	0060000312000000	560	JAN-JUNE 2026 ICE C	0.00	1,226.28
TOTAL CHECK								0.00	3,757.56
A10000	V263254	05/14/26	2280	HI TRANSLATING & IN	1125100000000000	410	INTERPRETER SERVICE	0.00	885.13
A10000	V263255	05/14/26	913	JOHNSTONE SUPPLY	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	185.69
A10000	V263255	05/14/26	913	JOHNSTONE SUPPLY	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	25.49
TOTAL CHECK								0.00	211.18
A10000	V263256	05/14/26	845	JW PEPPER & SON INC	0039300110000016	521	HS CHORAL SHEET MUS	0.00	313.99
A10000	V263257	05/14/26	996	KIDSLINK NEUROBEHAV	1123700000000000	475	TUITION N. S.	0.00	7,840.00
A10000	V263258	05/14/26	232	POINT SPRING & DRIV	1284000000000000	423	BLANKET P.O. FOR SH	0.00	60.44
A10000	V263258	05/14/26	232	POINT SPRING & DRIV	1284000000000000	423	BLANKET P.O. FOR SH	0.00	90.66
A10000	V263258	05/14/26	232	POINT SPRING & DRIV	1284000000000000	423	BLANKET P.O. FOR SH	0.00	164.77
TOTAL CHECK								0.00	315.87
A10000	V263259	05/14/26	1467	PSI AFFILIATES INC.	4019026326000000	410	FOR AUXILIARY PRESO	0.00	15,707.87
A10000	V263260	05/14/26	1547	ROYALTON MUSIC CENT	1112012000010300	423	MS REPAIRS FOR THE	0.00	75.00
A10000	V263261	05/14/26	3349	RUST BELT RIDERS CO	1261000000000000	410	DISTRICT COMPOSTING	0.00	467.64
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	49.40
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	85.40
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	177.45
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	212.17
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	213.94
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	225.01
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	270.68
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	278.96
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	297.45
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	365.98
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	440.48
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	449.61
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	451.61
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	922.55

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	1,066.92
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	1,124.95
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	1,142.60
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	1,318.36
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	1,470.96
A10000	V263262	05/14/26	1630	SIRNA & SONS PRODUC	0060000312000000	560	JAN-JUNE 2026 PRODU	0.00	1,640.76
TOTAL CHECK								0.00	12,205.24
A10000	V263263	05/14/26	2385	SOUTHEAST SECURITY	1296000000000000	419	ACCESS CONTROL MONT	0.00	915.26
A10000	V263264	05/14/26	1727	TANK INTEGRITY SERV	1284000000000000	423	BLANKET P.O. FOR SH	0.00	188.10
A10000	V263265	05/14/26	1778	TK ELEVATOR CORP.	1270000000000000	423	OPEN PO FOR REPAIRS	0.00	1,370.40
A10000	V263266	05/14/26	1828	ULINE INC	0199026270000000	570	PO CLOSED BEFORE IN	0.00	2,298.48
A10000	V263267	05/14/26	1829	UNIFIRST CORPORATIO	1270000000010900	570	CLOSED PO BEFORE FI	0.00	90.36
A10000	V263267	05/14/26	1829	UNIFIRST CORPORATIO	1270000000010900	570	CLOSED PO BEFORE FI	0.00	217.00
A10000	V263267	05/14/26	1829	UNIFIRST CORPORATIO	1270000000010900	570	CLOSED PO BEFORE FI	0.00	217.75
A10000	V263267	05/14/26	1829	UNIFIRST CORPORATIO	1282900000000000	581	BLANKET P.O. FOR UN	0.00	96.09
A10000	V263267	05/14/26	1829	UNIFIRST CORPORATIO	1282900000000000	581	BLANKET P.O. FOR UN	0.00	134.51
A10000	V263267	05/14/26	1829	UNIFIRST CORPORATIO	1282900000000000	581	BLANKET P.O. FOR UN	0.00	134.76
A10000	V263267	05/14/26	1829	UNIFIRST CORPORATIO	1282900000000000	581	BLANKET P.O. FOR UN	0.00	134.76
A10000	V263267	05/14/26	1829	UNIFIRST CORPORATIO	1282900000000000	581	BLANKET P.O. FOR UN	0.00	140.05
TOTAL CHECK								0.00	1,165.28
A10000	V263268	05/14/26	1889	W.B. MASON CO. INC.	0099109111010900	511	COPY PAPER FOR ENTI	0.00	1,749.50
A10000	V263269	05/14/26	1926	WINSUPPLY CLEVELAND	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	213.60
A10000	V263270	05/14/26	3477	WRAPAROUND EXPERTS	1129000000000000	410	SUBSTITUTE SLP	0.00	5,640.00
A10000	V263273	05/15/26	1125	MARGARET F BURLING	200927A412610200	891	OPEN PO FOR PEGGY B	0.00	110.50
A10000	V263275	05/15/26	2036	DAWN MARIE FERRANTE	300914W454710200	890	OPEN PO FOR MISC. E	0.00	454.99
A10000	V263275	05/15/26	2036	DAWN MARIE FERRANTE	300914X452710200	890	OPEN PO FOR MISC. E	0.00	215.07
TOTAL CHECK								0.00	670.06
A10000	V263276	05/15/26	923	JOSTENS INC	300950A459010200	890	STATE CHAMPIONSHIP	0.00	1,203.56
A10000	V263278	05/15/26	189	BENJAMIN M LESH	200922A411310200	891	OPEN PO FOR MISC DR	0.00	1,600.00
A10000	V263279	05/15/26	1136	MARK MASLONA	300950A459010200	890	OPEN PO FOR MISC AD	0.00	338.00
A10000	V263279	05/15/26	1136	MARK MASLONA	300950A459010200	890	OPEN PO FOR MISC AD	0.00	375.00
TOTAL CHECK								0.00	713.00
A10000	V263280	05/15/26	875	JEFFREY P MOORE	200990A411010300	891	POWER OF PEN STATE	0.00	15.48
A10000	V263280	05/15/26	875	JEFFREY P MOORE	200990A411010300	891	POWER OF PEN STATE	0.00	105.00
TOTAL CHECK								0.00	120.48
A10000	V263282	05/15/26	1098	LOUIE RUNDO	200908A411710200	891	BIOLOGY CLUB OPEN P	0.00	91.67

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263287	05/22/26	239	BRECKSVILLE-BROADVI	0010000	L23008	DED:7000 BEA-FT	0.00	14,202.98
A10000	V263287	05/22/26	239	BRECKSVILLE-BROADVI	0010000	L23008	DED:7002 BEA-ADDT'L	0.00	38.53
A10000	V263287	05/22/26	239	BRECKSVILLE-BROADVI	0010000	L23008	DED:7001 BEA-PT	0.00	129.24
A10000	V263287	05/22/26	239	BRECKSVILLE-BROADVI	0010000	L23008	DED:7000 BEA-FT	0.00	14,202.98
A10000	V263287	05/22/26	239	BRECKSVILLE-BROADVI	0010000	L23008	DED:7002 BEA-ADDT'L	0.00	38.53
A10000	V263287	05/22/26	239	BRECKSVILLE-BROADVI	0010000	L23008	DED:7001 BEA-PT	0.00	129.24
TOTAL CHECK								0.00	28,741.50
A10000	V263288	05/22/26	255	BRK-BRDVW HTS ORG.	0010000	L23008	DED:7005 BOSS-C	0.00	182.70
A10000	V263288	05/22/26	255	BRK-BRDVW HTS ORG.	0010000	L23008	DED:7006 BOSS AMT	0.00	253.36
A10000	V263288	05/22/26	255	BRK-BRDVW HTS ORG.	0010000	L23008	DED:7004 BOSS-B	0.00	1,028.96
A10000	V263288	05/22/26	255	BRK-BRDVW HTS ORG.	0010000	L23008	DED:7003 BOSS-A	0.00	1,419.84
A10000	V263288	05/22/26	255	BRK-BRDVW HTS ORG.	0010000	L23008	DED:7005 BOSS-C	0.00	182.70
A10000	V263288	05/22/26	255	BRK-BRDVW HTS ORG.	0010000	L23008	DED:7006 BOSS AMT	0.00	253.36
A10000	V263288	05/22/26	255	BRK-BRDVW HTS ORG.	0010000	L23008	DED:7004 BOSS-B	0.00	1,028.96
A10000	V263288	05/22/26	255	BRK-BRDVW HTS ORG.	0010000	L23008	DED:7003 BOSS-A	0.00	1,419.84
TOTAL CHECK								0.00	5,769.72
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3110 DENTAL	0.00	3,882.65
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3006 DENTAL	0.00	9,156.10
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3102 DENTAL	0.00	44.54
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3106 DENTAL	0.00	44.54
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3007 DENTAL	0.00	57.95
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3011 DENTAL	0.00	79.39
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3103 DENTAL	0.00	111.40
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3118 DENTAL	0.00	173.85
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3113 DENTAL	0.00	289.75
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3100 DENTAL	0.00	1,202.58
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3000 DENTAL	0.00	1,336.20
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3103 DENTAL	0.00	111.40
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3113 DENTAL	0.00	289.75
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3100 DENTAL	0.00	1,158.04
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3000 DENTAL	0.00	1,336.20
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3110 DENTAL	0.00	3,998.55
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3006 DENTAL	0.00	9,156.10
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3102 DENTAL	0.00	44.54
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3106 DENTAL	0.00	44.54
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3007 DENTAL	0.00	57.95
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3118 DENTAL	0.00	57.95
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	0010000	L23002	DED:3011 DENTAL	0.00	79.39
A10000	V263290	05/22/26	3358	METROPOLITAN LIFE I	1123000000010900	253	COBRA	0.00	350.49
TOTAL CHECK								0.00	33,063.85
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	1231000000000000	254		0.00	141.60
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3601 VISION SGL	0.00	62.50
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3603 VISION FAM	0.00	155.76
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3503 VISION FAM	0.00	155.76
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3501 VISION SGL	0.00	156.25
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3600 VISION SGL	0.00	257.52
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3500 VISION SGL	0.00	334.08

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3602 VISION FAM	0.00	551.25
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3502 VISION FAM	0.00	1,197.00
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3603 VISION FAM	0.00	155.76
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3503 VISION FAM	0.00	155.76
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3501 VISION SGL	0.00	156.25
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3600 VISION SGL	0.00	257.52
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3500 VISION SGL	0.00	334.08
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3602 VISION FAM	0.00	551.25
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3502 VISION FAM	0.00	1,197.00
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23003	DED:3601 VISION SGL	0.00	62.50
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5013 ST DISABIL	0.00	1,906.05
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5010 FSA URM	0.00	10,251.20
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5014 TERM LIFE	0.00	274.33
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5015 ACCIDENT	0.00	687.94
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5012 LT DISABIL	0.00	720.90
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5016 SPD&C	0.00	879.61
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5017 WHOLE LIFE	0.00	1,227.49
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5011 FSA DDC	0.00	1,721.60
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23000	DED:5009 LIFELOCK	0.00	442.50
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23000	DED:5009 LIFELOCK	0.00	431.85
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5010 FSA URM	0.00	10,251.20
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5014 TERM LIFE	0.00	274.33
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5015 ACCIDENT	0.00	687.94
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5012 LT DISABIL	0.00	720.90
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5016 SPD&C	0.00	879.61
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5017 WHOLE LIFE	0.00	1,227.49
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5011 FSA DDC	0.00	1,721.60
A10000	V263291	05/22/26	2377	NORTHWEST GROUP SER	0010000	L23005	DED:5013 ST DISABIL	0.00	1,906.05
TOTAL CHECK								0.00	42,094.43
A10000	V263293	05/22/26	1363	OHIO SCHOOLS COUNCI	0010000	L23004	DED:4501 LIFE VOL.	0.00	126.54
A10000	V263293	05/22/26	1363	OHIO SCHOOLS COUNCI	0010000	L23004	DED:4500 LIFE VOL.	0.00	544.09
A10000	V263293	05/22/26	1363	OHIO SCHOOLS COUNCI	0010000	L23004	DED:4101 LIFE PT	0.00	114.00
A10000	V263293	05/22/26	1363	OHIO SCHOOLS COUNCI	0010000	L23004	DED:4501 LIFE VOL.	0.00	126.54
A10000	V263293	05/22/26	1363	OHIO SCHOOLS COUNCI	0010000	L23004	DED:4102 LIFE +50K	0.00	288.20
A10000	V263293	05/22/26	1363	OHIO SCHOOLS COUNCI	0010000	L23004	DED:4002 LIFE +50K	0.00	476.00
A10000	V263293	05/22/26	1363	OHIO SCHOOLS COUNCI	0010000	L23004	DED:4500 LIFE VOL.	0.00	544.09
A10000	V263293	05/22/26	1363	OHIO SCHOOLS COUNCI	0010000	L23004	DED:4100 LIFE FT	0.00	680.00
A10000	V263293	05/22/26	1363	OHIO SCHOOLS COUNCI	0010000	L23004	DED:4000 LIFE FT	0.00	1,220.00
A10000	V263293	05/22/26	1363	OHIO SCHOOLS COUNCI	0010000	L23004	DED:4001 LIFE PT	0.00	10.00
TOTAL CHECK								0.00	4,129.46
A10000	V263298	05/22/26	1680	STATE TEACHERS RETI	0010000	L23009	DED:0013 STRS EMP	0.00	3,561.94
A10000	V263298	05/22/26	1680	STATE TEACHERS RETI	0010000	L23009	DED:0010 STRS EE	0.00	144,327.55
A10000	V263298	05/22/26	1680	STATE TEACHERS RETI	0010000	L23011	DED:0012 STRS PURCH	0.00	340.95
TOTAL CHECK								0.00	148,230.44
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	1123000000010900	251		0.00	3,975.98
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2114 MEDICAL	0.00	2,829.70
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2500 RX	0.00	4,008.30
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2104 MEDICAL	0.00	4,317.80

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2600 RX	0.00	4,525.50
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2621 RX	0.00	5,472.96
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2111 MEDICAL	0.00	6,626.70
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2012 MEDICAL	0.00	7,731.15
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2610 RX	0.00	10,413.72
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2513 RX	0.00	11,801.07
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2000 MEDICAL	0.00	15,745.52
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2100 MEDICAL	0.00	20,824.72
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2112 MEDICAL	0.00	25,816.89
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2506 RX	0.00	27,769.92
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2101 MEDICAL	0.00	37,780.75
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2013 MEDICAL	0.00	53,198.44
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2006 MEDICAL	0.00	104,706.65
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2514 RX	0.00	125.16
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2602 RX	0.00	129.30
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2501 RX	0.00	129.30
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2505 RX	0.00	129.30
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2515 RX	0.00	132.99
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2606 RX	0.00	258.60
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2612 RX	0.00	289.27
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2622 RX	0.00	312.90
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2603 RX	0.00	387.90
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2001 MEDICAL	0.00	507.91
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2005 MEDICAL	0.00	507.92
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2014 MEDICAL	0.00	532.64
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2015 MEDICAL	0.00	565.94
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2623 RX	0.00	664.95
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2103 MEDICAL	0.00	1,079.45
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2613 RX	0.00	1,157.08
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2113 MEDICAL	0.00	1,331.60
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2620 RX	0.00	1,447.56
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2512 RX	0.00	1,688.82
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2514 RX	0.00	125.16
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2602 RX	0.00	129.30
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2501 RX	0.00	129.30
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2505 RX	0.00	129.30
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2515 RX	0.00	132.99
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2606 RX	0.00	258.60
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2612 RX	0.00	289.27
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2622 RX	0.00	312.90
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2603 RX	0.00	387.90
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2623 RX	0.00	398.97
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2001 MEDICAL	0.00	507.91
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2005 MEDICAL	0.00	507.92
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2014 MEDICAL	0.00	532.64
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2015 MEDICAL	0.00	565.94
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2103 MEDICAL	0.00	1,079.45
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2613 RX	0.00	1,157.08
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2620 RX	0.00	1,286.72
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2113 MEDICAL	0.00	1,331.60
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2114 MEDICAL	0.00	1,697.82

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2512 RX	0.00	1,849.66
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2500 RX	0.00	4,008.30
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2104 MEDICAL	0.00	4,317.80
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2600 RX	0.00	4,525.50
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2621 RX	0.00	5,472.96
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2111 MEDICAL	0.00	5,890.40
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2012 MEDICAL	0.00	8,467.45
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2610 RX	0.00	10,992.26
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2513 RX	0.00	11,459.01
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2000 MEDICAL	0.00	15,745.52
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2100 MEDICAL	0.00	20,824.72
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2112 MEDICAL	0.00	25,816.89
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2506 RX	0.00	27,769.92
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2101 MEDICAL	0.00	39,939.65
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2013 MEDICAL	0.00	51,633.78
A10000	V263299	05/22/26	1706	SUBURBAN HEALTH CON	0010000	L23001	DED:2006 MEDICAL	0.00	104,706.65
TOTAL CHECK								0.00	713,305.60
A10000	V263302	05/20/26	263	BSN SPORTS LLC	300914I451610200	890	REPLACEMENT BALLS,	0.00	1,191.90
A10000	V263302	05/20/26	263	BSN SPORTS LLC	300950A459010200	890	OPEN PO FOR MISC. E	0.00	257.96
TOTAL CHECK								0.00	1,449.86
A10000	V263303	05/21/26	1680	STATE TEACHERS RETI	1113000000010200	211	MAY 2026 FONDATION	0.00	3,710.72
A10000	V263303	05/21/26	1680	STATE TEACHERS RETI	1111000000000000	211	MAY 2026 FOUNDATION	0.00	3,927.84
A10000	V263303	05/21/26	1680	STATE TEACHERS RETI	1112000000010300	211	MAY 2026 FOUNDATION	0.00	3,927.84
A10000	V263303	05/21/26	1680	STATE TEACHERS RETI	1113000000010200	211	MAY 2026 FOUNDATION	0.00	3,927.85
A10000	V263303	05/21/26	1680	STATE TEACHERS RETI	1111000000000000	211	MAY 2026 FONDATION	0.00	3,710.71
A10000	V263303	05/21/26	1680	STATE TEACHERS RETI	1112000000010300	211	MAY 2026 FONDATION	0.00	3,710.72
TOTAL CHECK								0.00	22,915.68
A10000	V263307	05/22/26	3249	DESMOND SALLEE	300950A459010200	890	OPEN PO FOR ATHLETI	0.00	220.00
A10000	V263308	05/22/26	2358	NICHOLAS J DIFRANCE	200932A463010200	891	MISC SUPPLIES FOR K	0.00	39.00
A10000	V263309	05/22/26	977	KELLY J LAZAR	200919A463010200	891	CLUB ACTIVITIES	0.00	182.80
A10000	V263309	05/22/26	977	KELLY J LAZAR	200941A463010300	891	CLUB TSHIRTS AND SU	0.00	62.00
A10000	V263309	05/22/26	977	KELLY J LAZAR	200941A463010300	891	CLUB TSHIRTS AND SU	0.00	154.75
TOTAL CHECK								0.00	399.55
A10000	V263310	05/22/26	847	JACI KAY OWENS	200936A414110200	891	OPEN PO FOR MIC PUR	0.00	33.18
A10000	V263311	05/22/26	3290	JAMES R ROBATIN	300914O453910200	890	OPEN PO FOR MISC. E	0.00	759.65
A10000	V263311	05/22/26	3290	JAMES R ROBATIN	300914O453910200	890	OPEN PO FOR MISC. S	0.00	39.88
A10000	V263311	05/22/26	3290	JAMES R ROBATIN	300914O453910200	890	OPEN PO FOR MISC. S	0.00	179.80
TOTAL CHECK								0.00	979.33
A10000	V263312	05/22/26	1098	LOUIE RUNDO	200908A411710200	891	BIOLOGY CLUB OPEN P	0.00	70.74
A10000	V263313	05/22/26	3234	BRADY SARK	200905A413410200	891	PO CLOSED IN ERROR	0.00	682.00
A10000	V263317	05/22/26	4067	MICHELLE RITA ATKIN	1119000000000000	519	2025-2026 REIMBURSE	0.00	28.50

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263318	05/22/26	3163	WALTER BONILLA ARTE	1129000000000000	489	REIMBURSEMENT FOR T	0.00	770.00
A10000	V263319	05/22/26	3890	JILL MARIE DOMBROWS	1119000000000000	519	2025-2026 REIMBURSE	0.00	25.00
A10000	V263320	05/22/26	915	JOSE GARCIA JR	1276000000010200	419	SECURITY FOR HS/MS	0.00	90.00
A10000	V263320	05/22/26	915	JOSE GARCIA JR	1276000000010200	419	SECURITY FOR HS/MS	0.00	180.00
TOTAL CHECK								0.00	270.00
A10000	V263321	05/22/26	481	DANIELLE ANN GUNDLI	0189201112010300	890	STUDENT TEAM MONEY	0.00	240.00
A10000	V263322	05/22/26	866	JC POWER STRATEGIC	1292000000010100	410	FY26 DISTRICT COMMU	0.00	150.00
A10000	V263322	05/22/26	866	JC POWER STRATEGIC	1292000000010100	410	FY26 DISTRICT COMMU	0.00	5,500.00
TOTAL CHECK								0.00	5,650.00
A10000	V263323	05/22/26	4068	SCOTT A KEENER	1119000000000000	519	2025-2026 REIMBURSE	0.00	28.50
A10000	V263324	05/22/26	4065	VICTOR LIEU	1276000000010200	419	SECURITY FOR HS/MS	0.00	180.00
A10000	V263325	05/22/26	1098	LOUIE RUNDO	0099102113010200	511	MULTI VENDOR OPEN P	0.00	625.21
A10000	V263326	05/22/26	792	HOLLY JOANN SEJBA	1119000000000000	519	2025-2026 REIMBURSE	0.00	25.00
A10000	V263327	05/22/26	3973	TARAS WLADEMER WLAD	1119000000000000	519	2025-2026 REIMBURSE	0.00	28.50
A10000	V263328	05/22/26	2825	TETIANA A ZHALDAK	1119000000000000	519	2025-2026 REIMBURSE	0.00	103.50
A10000	V263344	05/22/26	3367	ABARTA COCA-COLA BE	0060000312000000	560	PO CLOSED BEFORE FI	0.00	306.58
A10000	V263344	05/22/26	3367	ABARTA COCA-COLA BE	0060000312000000	560	PO CLOSED BEFORE FI	0.00	310.58
A10000	V263344	05/22/26	3367	ABARTA COCA-COLA BE	0060000312000000	560	PO CLOSED BEFORE FI	0.00	388.64
A10000	V263344	05/22/26	3367	ABARTA COCA-COLA BE	0060000312000000	560	PO CLOSED BEFORE FI	0.00	509.53
A10000	V263344	05/22/26	3367	ABARTA COCA-COLA BE	0060000312000000	560	PO CLOSED BEFORE FI	0.00	566.00
A10000	V263344	05/22/26	3367	ABARTA COCA-COLA BE	0060000312000000	560	PO CLOSED BEFORE FI	0.00	676.60
A10000	V263344	05/22/26	3367	ABARTA COCA-COLA BE	0060000312000000	560	PO CLOSED BEFORE FI	0.00	776.96
TOTAL CHECK								0.00	3,534.89
A10000	V263345	05/22/26	3038	ABEL TRUCK & AUTOMO	1282900000000000	581	BLANKET P.O. FOR SH	0.00	37.42
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	1270000000010300	570	PROCELL C Cell Long	0.00	40.38
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	1270000000010300	570	SUPPLYZ Direct Repl	0.00	50.92
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	1213400000010900	514	American White Cros	0.00	78.80
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	1213400000010900	514	Purell Advanced Han	0.00	25.99
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	1213400000010900	514	MED PRIDE Nitrile/V	0.00	107.80
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	1213400000010900	514	Kleenex Trusted Car	0.00	52.47
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	1213400000010900	514	LITOPAK 1200 Pack 5	0.00	75.20
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	1213400000010900	514	Actmuen Vomit Bags	0.00	27.54
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	0099102113010200	511	Laser Gloss Paper	0.00	53.41
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	0099102113010200	511	MFLABEL Colorful Pl	0.00	3.79
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	300914w454710200	890	Gill Athletics Bras	0.00	227.64
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	300914w454710200	890	Pacer Stainless Ste	0.00	189.64
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	300914w454710200	890	Pacer Stainless Ste	0.00	-189.64

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	300914W454710200	890	Shipping for Amazon	0.00	20.00
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	300914W454710200	890	Shipping for Amazon	0.00	-10.00
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	300914X452710200	890	4THROWS ATE Profess	0.00	114.99
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	300914X452710200	890	Shipping for Amazon	0.00	30.00
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	300950A459010200	890	Leather Repair Patc	0.00	35.99
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	300950A459010200	890	SHOP AWARDS AND GIF	0.00	41.75
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	300950A459010200	890	Express Medals Die-	0.00	19.84
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	300950A459010200	890	Express Medals Die-	0.00	19.84
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	300950A459010200	890	Tondiamo 24 Pcs 72/	0.00	13.99
A10000	V263346	05/22/26	69	AMAZON CAPITAL SERV	300950A459010200	890	Shipping for Amazon	0.00	8.06
TOTAL CHECK								0.00	1,038.40
A10000	V263347	05/22/26	2675	BLUE TECHNOLOGIES I	1264000000000000	461	PAPERCUT MIANTENANC	0.00	3,286.33
A10000	V263347	05/22/26	2675	BLUE TECHNOLOGIES I	1242100000010300	512	STAPLES FOR BIZHUB	0.00	70.00
TOTAL CHECK								0.00	3,356.33
A10000	V263348	05/22/26	1961	BORDEN DAIRY	0209100324000000	560	FOR MILK FOR THE P	0.00	12.78
A10000	V263349	05/22/26	3200	CENTEGIX	4999126276000000	410	CENTEGIX SAFETY PLA	0.00	4,599.39
A10000	V263349	05/22/26	3200	CENTEGIX	4999226276000000	410	CENTEGIX SAFETY PLA	0.00	23,900.61
TOTAL CHECK								0.00	28,500.00
A10000	V263350	05/22/26	384	CLEVELAND HEARING A	1215000000000000	410	AUDIOLOGY SERVICES	0.00	1,824.00
A10000	V263351	05/22/26	483	DANT CLAYTON CORPOR	1261000000000000	410	2025-2026 BLEACHER	0.00	2,301.00
A10000	V263352	05/22/26	507	DEMCO	0099109111010900	511	SUPPLIES MEDIA CENT	0.00	117.19
A10000	V263353	05/22/26	2463	FOLLETT CONTENT SOL	0099109111010900	511	BOOKS MEDIA CENTER	0.00	33.20
A10000	V263354	05/22/26	664	FRIENDSOFFICE	1111000000010900	511	Business Source Pre	0.00	127.05
A10000	V263355	05/22/26	710	GINGO & BAIR LAW LL	1231000000000000	418	FY26 LEGAL FEES	0.00	8,836.00
A10000	V263356	05/22/26	1887	GRAINGER INC.	1270000000010300	570	TK142178689T Straig	0.00	15.53
A10000	V263357	05/22/26	2280	HI TRANSLATING & IN	1125100000000000	410	INTERPRETER SERVICE	0.00	5,496.39
A10000	V263358	05/22/26	1279	IMPERIAL DADE	1270000000010200	570	FY25-26 CUSTODIAL S	0.00	486.76
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	CHOIR SHEET MUSIC M	0.00	29.50
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	CHOIR SHEET MUSIC M	0.00	30.50
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	CHOIR SHEET MUSIC M	0.00	81.99
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	HS CHORAL SHEET MUS	0.00	53.00
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	HS CHORAL SHEET MUS	0.00	122.79
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	CHOIR SHEET MUSIC M	0.00	29.00
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	CHOIR SHEET MUSIC M	0.00	35.00
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	CHOIR SHEET MUSIC M	0.00	35.00
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	CHOIR SHEET MUSIC M	0.00	35.00
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	CHOIR SHEET MUSIC M	0.00	69.75
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	CHOIR SHEET MUSIC M	0.00	230.75

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	CHOIR SHEET MUSIC M	0.00	363.99
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	BAND SHEET MUSIC MS	0.00	12.00
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	BAND SHEET MUSIC MS	0.00	31.49
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	BAND SHEET MUSIC MS	0.00	60.00
A10000	V263359	05/22/26	845	JW PEPPER & SON INC	0039300110000016	521	BAND SHEET MUSIC MS	0.00	82.40
TOTAL CHECK								0.00	1,302.16
A10000	V263360	05/22/26	2731	LEARNWELL	1124700000000000	475	TUITION AB	0.00	1,440.00
A10000	V263361	05/22/26	1163	MCGRAW-HILL EDUCATI	4019026326000000	510	SEE ATTACHED QUOTE	0.00	3,226.44
A10000	V263361	05/22/26	1163	MCGRAW-HILL EDUCATI	4019026326000000	510	SHIPPING	0.00	238.90
TOTAL CHECK								0.00	3,465.34
A10000	V263362	05/22/26	3034	MIDLAND COUNCIL OF	1296000000000000	419	UNIFIED TALENT EMPL	0.00	9,027.93
A10000	V263363	05/22/26	1424	NCS PEARSON	1214000000000000	516	Q-GLOBAL TESTING FO	0.00	275.00
A10000	V263363	05/22/26	1424	NCS PEARSON	1214000000010100	511	TESTING COST	0.00	45.95
TOTAL CHECK								0.00	320.95
A10000	V263364	05/22/26	232	POINT SPRING & DRIV	1284000000000000	423	BLANKET P.O. FOR SH	0.00	850.00
A10000	V263365	05/22/26	1467	PSI AFFILIATES INC.	4019026326000000	410	FOR AUXILIARY PRESO	0.00	195.96
A10000	V263365	05/22/26	1467	PSI AFFILIATES INC.	4019026326000000	410	FOR AUXILIARY PRESO	0.00	9,009.43
A10000	V263365	05/22/26	1467	PSI AFFILIATES INC.	4019026326000000	410	FOR AUXILIARY PRESO	0.00	12,151.85
TOTAL CHECK								0.00	21,357.24
A10000	V263366	05/22/26	2586	RELADYNE/FOUR O COR	1282900000000000	581	BLANKET P.O. FOR SH	0.00	877.51
A10000	V263367	05/22/26	1500	RELMEC MECHANICAL L	1270000000000000	423	OPEN PO FOR REPAIRS	0.00	2,459.00
A10000	V263368	05/22/26	1505	RENHILL GROUP INC.	1110000000000000	410	2025-2026 PURCHASED	0.00	4,142.25
A10000	V263368	05/22/26	1505	RENHILL GROUP INC.	1110000000000000	410	2025-2026 SUBSTITUT	0.00	33,789.82
TOTAL CHECK								0.00	37,932.07
A10000	V263369	05/22/26	1589	SCHOOL SPECIALTY LL	1281000000010800	512	Paper Mate Sharpwri	0.00	7.01
A10000	V263369	05/22/26	1589	SCHOOL SPECIALTY LL	1281000000010800	512	Dixon Real Wood Pen	0.00	26.83
TOTAL CHECK								0.00	33.84
A10000	V263370	05/22/26	1604	SENDERO THERAPIES I	1129000000000000	410	OT/PT SERVICES	0.00	44,914.26
A10000	V263371	05/22/26	1620	SHERWIN WILLIAMS CO	1279000000000000	570	FY26 PAINT AND SUPP	0.00	175.41
A10000	V263372	05/22/26	2915	TAYLOR BAND & ORCHE	1112012000010300	423	MS INSTRUMENT REPAI	0.00	146.95
A10000	V263373	05/22/26	3738	THE K COMPANY INC	0039100520000000	640	HS BOILER REPLACEME	0.00	18,300.00
A10000	V263374	05/22/26	1802	TRANE US INC.	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	2,037.01
A10000	V263374	05/22/26	1802	TRANE US INC.	1270000000000000	570	OPEN PO FOR PARTS/S	0.00	46.86
TOTAL CHECK								0.00	2,083.87
A10000	V263375	05/22/26	1804	TRANSPORTATION ACCE	1282900000000000	581	BLANKET P.O. FOR 20	0.00	73.75

SELECTION CRITERIA: transact.yr='26' and transact.period='11'
ACCOUNTING PERIOD: 12/26

FUND/SCC - 0010000 - GENERAL

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A10000	V263375	05/22/26	1804	TRANSPORTATION ACCE	1282900000000000	581	BLANKET P.O. FOR 20	0.00	699.22
TOTAL CHECK								0.00	772.97
A10000	V263376	05/22/26	1840	UH OCCUPATIONAL HEA	1241500000010100	413	2025-2026 PRE-EMPLO	0.00	57.00
A10000	V263377	05/22/26	1829	UNIFIRST CORPORATIO	1282900000000000	581	BLANKET P.O. FOR UN	0.00	142.09
A10000	V263377	05/22/26	1829	UNIFIRST CORPORATIO	1270000000010900	570	CLOSED PO BEFORE FI	0.00	91.11
TOTAL CHECK								0.00	233.20
A10000	V263378	05/22/26	1831	UNITED CEREBRAL PAL	1124700000000000	475	TUITION A.U. INCLUD	0.00	9,800.00
A10000	V263378	05/22/26	1831	UNITED CEREBRAL PAL	1124700000000000	475	TUITION A.W. INCLUD	0.00	9,800.00
TOTAL CHECK								0.00	19,600.00
A10000	V263379	05/22/26	1916	WILLIAM H. SADLIER	4019026326000000	510	PLEASE SEE ATTACHED	0.00	1,013.22
A10000	V263379	05/22/26	1916	WILLIAM H. SADLIER	4019026326000000	510	SHIPPING	0.00	121.59
TOTAL CHECK								0.00	1,134.81
A10000	V263380	05/22/26	3477	WRAPAROUND EXPERTS	4019026326000000	410	SALARY FOR COUNSELO	0.00	4,063.00
TOTAL CASH ACCOUNT								0.00	12,363,396.18
TOTAL FUND								0.00	12,363,396.18
TOTAL REPORT								0.00	12,363,396.18

BANK RECONCILIATION

For the Month of MAY 2026

Depository Balances		Interest Earned	Bank Charges	Capital Gains	Net Interest
STAR OHIO	$ 204,915.28	$ 657.78	$ -	$ -	$ 657.78
REDTREE GENERAL	$ 23,215,496.22	$ 54,959.40	$ 1,785.06	$ 243.00	
REDTREE BUILDING	$ 2,233,163.86	$ 22,060.04	$ 220.23	$ -	$ 21,839.81
CHASE	$ 142,143.53	$ -	$ -	$ -	
WESTFIELD (FIRST FINANCIAL)	$ 944,243.66	$ 3,077.48	$ -	$ -	$ 3,077.48
DOLLAR BANK EFT	$ 1,000.00				
DOLLAR BANK CHECKING	$ 1,329,645.12	$ -	$ -	$ -	
DOLLAR BANK SAVINGS	$ 17,089,433.52	$ 58,444.91	$ -	$ -	
HUNTINGTON BANK - SHC	$ 4,428,980.96	$ -			
STAR OHIO - SHC	$ 2,136,667.21	$ 6,858.74			
REDTREE - SHC	$ 2,722,690.50	$ 6,766.31	$ 241.35	$ -	
Total Depository Balances	**$ 54,448,379.86**	**$ 152,824.66**	**$ 2,246.64**	**$ 243.00**	
				GF/FD SVC/SCHOLARSHIP/AUX/PI INTEREST	$ 117,382.57
				BUILDING FUND INTEREST	$ 21,839.81
				SHC TOTAL INTEREST	$ 13,625.05

Adjustments to Bank Balance		
Deducted		
Return Settlement		
Total Oustanding A/P	$	6,219.79
Total Outstanding PR	$	(468.91)
BBH Deposit In Transit	$	-
BBH Deposit In Transit	$	-
SHC Deposit in Transit	$	-
SHC Deposit in Transit	$	713,305.60
Added		
BBH Deposit In Transit		
BBH Deposit In Transit		
BBH Bank error	$	-
SHC Deposit in Transit	$	-
SHC Deposit in Transit	$	-
A/P OUTSTANDING CHECKS	$	5,862.24
A/P LIABILITIES	$	357.55
RETURN ACH PAYMENT	$	-
TOTAL	$	6,219.79
ACH IN TRANSIT	$	(468.91)
PAYROLL OUTSTANDING CHECKS	$	-
TOTAL	$	(468.91)

Interest Distribution - CASH POSITION Balance Before Interest

Account	*Ending Fund Balance*	*% of Balance*	*Interest*
General (001/1410)	$ 48,467,138.80	94.33%	$ 110,730.49
Food Svc (006/1410)	$ 632,419.14	1.23%	$ 1,444.86
Scholarship (007/1410)	$ 140,491.78	0.27%	$ 320.97
Assumption (401/1410/9025)	$ 25,975.18	0.05%	$ 59.34
PI Fund (003/1913-9300)	$ 2,112,752.05	4.11%	$ 4,826.90
Subtotal	**$ 51,378,776.95**	100.00%	$ 117,382.57
Building Fund (0049021/R1913)	$ 2,211,324.05		$ 21,839.81
TOTALS	**$ 53,590,101.00**		**$ 139,222.38**
SHC Custodial Fund 0269001		100.00%	**$ 13,625.05**

Total Adjustments	$ (719,056.48)
Total Bank Balance	$ 53,729,323.38
CASH POSITION (ALL FUNDS)	$ 53,729,323.38
CLEARANCE AMT	$ -

Minutes of Regular Board Meeting

The Board of Education
Brecksville-Broadview Heights City School District

A Regular Board Meeting of the Board of Education of Brecksville-Broadview Heights City School District was held Wednesday, May 20, 2026, at 6:00 PM in the Brecksville-Broadview Heights Board of Education, 6638 Mill Road, Brecksville, OH 44141.

Attendance Taken at 6:02 PM.

Brad Chase:	Present
Mark Dosen:	Present
Lisa Galek:	Present
Tish Kwiatkowski:	Present
Eva O'Mara:	Present

1. Opening Items
   A. Opening Statement
      Today is Wednesday, May 20, 2026, at 6:00 p.m. We are in the Brecksville-Broadview Heights Board of Education, 6638 Mill Road, Brecksville, OH 44141.
      This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. Public participation is governed by Board Bylaw 0169.1 - Public Participation at Board Meetings.
      This meeting will be live-streamed via YouTube and will also be recorded for later viewing.
      Consider subscribing to our BBH Board of Education YouTube Channel where all recordings are posted.
   B. Pledge of Allegiance
      Please stand and join us in the Pledge of Allegiance
   C. Roll Call
2. President's Announcements
   A. Announcements
   B. Notice of Consent Agenda
      Do any Board Members wish to remove any items from the consent agenda?

      Board members can remove any item from the consent agenda and no vote is required for removal. Any items pulled will become separate items and voted on separately.

3. Board Areas of Responsibility
   Board Areas of Responsibility are not Board Committees. These are areas where Board Members focus their interests and often times receive relevant reports from administrators to provide updates to the community.

Area	Member
Co-curricular/Extra-curricular	Lisa Galek & Tish Kwiatkowski
Curriculum	Tish Kwiatkowski
Cuyahoga Valley Career Center	Rachel Malec
Finance	Mark Dosen
Legislative/OSBA Liaison	Brad Chase
Permanent Improvement/Facilities	Brad Chase & Mark Dosen
PSO	Lisa Galek
Safety	Lisa Galek & Eva O'Mara
Schools Foundation	Tish Kwiatkowski
Sustainability	Brad Chase & Eva O'Mara
Transportation	Mark Dosen

Board Policy Committee Note:
As a Board Committee, these meetings are given public notice and minutes will be retained. All meeting information is stored and maintained in BoardBook under Committees. This committee meeting is open to the public but will not be livestreamed.

Board Policy Committee Members:
Brad Chase and Eva O'Mara

4. Superintendent's Communications
   A. Announcements and Presentations

- Elementary School Presentation (Primary): "A Year in Review"
- Leukemia & Lymphoma Society Award Presentation

5. Treasurer Communications
   A. Monthly CFO Report
   B. Cash Position and Annual Spending Plan Reports
6. Community Communications
   A. Hearing of the Public
      Hearing of the Public - **Persons wishing to address the Board of Education may do so at this point.** No formal action will be taken on subjects that are not included on this agenda until the Board has had an opportunity to study them. Comments regarding personnel must be submitted in writing through the Office of the Superintendent. In order for the Board to complete the planned

agenda in an effective and efficient manner and to provide sufficient opportunities for members of the public to be heard, **Hearing of the Public shall be limited to a maximum of sixty (60) minutes during which each speaker shall be limited to a maximum of three (3) minutes.**

7. Consent Agenda
   A. Certified Recommendations
   B. Classified Recommendations
   C. Supplemental Recommendations
   D. Check Register and Bank Reconciliation
   E. Donations

Name	Street	City, State, Zip	Building	Item	Amount
Planned Financial Services	7000 Fitzwater Road, Ste 300	Brecksville, OH 44141	High School	Cash donation to Boys Volleyball Team	$300.00

   F. Minutes
   Regular Board Meeting 04.22.2026 YouTube Recording
   G. Approval of Consent Agenda
   RESOLVE to approve consent items 7.A thru 7.F. This motion, made by Tish Kwiatkowski and seconded by Lisa Galek, Carried.

   Brad Chase: Yea
   Lisa Galek: Yea
   Tish Kwiatkowski: Yea
   Eva O'Mara: Yea
   Mark Dosen: Yea

   Yea: 5, Nay: 0
   Resolution 2026-79

8. Superintendent Recommendations
   A. Classified Summer Recommendations
   RESOLVE to approve the summer classified personnel recommendations. This motion, made by Tish Kwiatkowski and seconded by Lisa Galek, Carried.

   Brad Chase: Yea
   Lisa Galek: Yea
   Tish Kwiatkowski: Abstain (With Conflict)
   Eva O'Mara: Yea
   Mark Dosen: Yea

   Yea: 4, Nay: 0, Abstain (With Conflict): 1
   Resolution 2026-80
   B. New/Revised Board Policies ~ Final Reading

RESOLVE to adopt the new/revised Board policies as attached. This motion, made by Tish Kwiatkowski and seconded by Lisa Galek, Carried.

Brad Chase:	Yea
Lisa Galek:	Yea
Tish Kwiatkowski:	Yea
Eva O'Mara:	Yea
Mark Dosen:	Yea

Yea: 5, Nay: 0

Resolution 2026-81

C. International Exchange Student

This is a student that will be coming in the 2026-27 school year, living in our District. The International Student Exchange is sponsoring the student's candidacy.

RESOLVE to approve the international exchange student for the 2026-2027 school year. This motion, made by Tish Kwiatkowski and seconded by Lisa Galek, Carried.

Brad Chase:	Yea
Lisa Galek:	Yea
Tish Kwiatkowski:	Yea
Eva O'Mara:	Yea
Mark Dosen:	Yea

Yea: 5, Nay: 0

Resolution 2026-82

D. Tuition Paying Non-Resident Student

The parents would like to enroll their 9th grade student as a tuition student for the 2026-27 school year. They currently live in Sagamore Hills and are searching for a home in the area.

Parents: Brian and Becky Mamich
Student: Mason Patrick Mamich
8435 Evergreen Drive
Sagamore Hills Ohio 44067

RESOLVE to approve non-resident tuition paying student for the 2026-2027 school year. This motion, made by Tish Kwiatkowski and seconded by Lisa Galek, Carried.

Brad Chase:	Yea
Lisa Galek:	Yea
Tish Kwiatkowski:	Yea
Eva O'Mara:	Yea

Mark Dosen: Yea

Yea: 5, Nay: 0

Resolution 2026-83

E. Payment in Lieu of Transportation

RESOLVE to approve the Resolution Declaring Transportation Impractical for the 2025-2026 school year as attached. This motion, made by Tish Kwiatkowski and seconded by Lisa Galek, Carried.

Brad Chase: Yea

Lisa Galek: Yea

Tish Kwiatkowski: Yea

Eva O'Mara: Yea

Mark Dosen: Yea

Yea: 5, Nay: 0

Resolution 2026-84

F. TES Academy Agreement

RESOLVE to approve 2026-2027 Total Education Solutions Agreement as attached. This motion, made by Tish Kwiatkowski and seconded by Lisa Galek, Carried.

Brad Chase: Yea

Lisa Galek: Yea

Tish Kwiatkowski: Yea

Eva O'Mara: Yea

Mark Dosen: Yea

Yea: 5, Nay: 0

Resolution 2026-85

G.

Suburban School Transportation Agreement

RESOLVE to approve the 2026-2027 Suburban School Transportation Agreement as attached. This motion, made by Tish Kwiatkowski and seconded by Lisa Galek, Carried.

Brad Chase: Yea

Lisa Galek: Yea

Tish Kwiatkowski: Yea

Eva O'Mara: Yea

Mark Dosen: Yea

Yea: 5, Nay: 0

Resolution 2026-86

H. STEPS Educational Group Service Contracts

RESOLVE to approve the 2026-2027 STEPS Educational Group Service Agreements as attached. This motion, made by Tish Kwiatkowski and seconded by Lisa Galek, Carried.

Brad Chase:	Yea
Lisa Galek:	Yea
Tish Kwiatkowski:	Yea
Eva O'Mara:	Yea
Mark Dosen:	Yea

Yea: 5, Nay: 0

Resolution 2026-87

I. District ESCNEO Agreement

RESOLVE to approve the 2026-2027 ESCNEO Service Agreement as attached. This motion, made by Tish Kwiatkowski and seconded by Lisa Galek, Carried.

Brad Chase:	Yea
Lisa Galek:	Yea
Tish Kwiatkowski:	Yea
Eva O'Mara:	Yea
Mark Dosen:	Yea

Yea: 5, Nay: 0

Resolution 2026-88

9. Treasurer Recommendations

A. Student Fees 2026-2027

RESOLVE to approve the student fees for the 2026-2027 school year as attached. This motion, made by Tish Kwiatkowski and seconded by Lisa Galek, Carried.

Brad Chase:	Yea
Lisa Galek:	Yea
Tish Kwiatkowski:	Yea
Eva O'Mara:	Yea
Mark Dosen:	Yea

Yea: 5, Nay: 0

Resolution 2026-89

B. Contractor Contract - All Ways Construction, LLC. for the 2026 Pavement Improvements Project

The Board accepted All Ways Construction, LLC. bid for $103,544.78 on April 22, 2026. AIA Document A101 - 2017 Standard Form of Agreement Between Owner and Contractor.

RESOLVE to approve the All Ways Construction, LLC. Contract for the 2026 Pavement Improvements Project as attached. This motion, made by Tish Kwiatkowski and seconded by Lisa Galek, Carried.

Brad Chase:	Yea
Lisa Galek:	Yea
Tish Kwiatkowski:	Yea
Eva O'Mara:	Yea
Mark Dosen:	Yea

Yea: 5, Nay: 0

Resolution 2026-90

10. Closing Items
    A. Announcements
    The next regular meeting of the Board of Education is scheduled for June 24, 2026 at 6:00 PM.
    All Board Meeting Dates can be found HERE
    B. Adjournment
    RESOLVE to adjourn the meeting. This motion, made by Tish Kwiatkowski and seconded by Lisa Galek, Carried.

Brad Chase:	Yea
Lisa Galek:	Yea
Tish Kwiatkowski:	Yea
Eva O'Mara:	Yea
Mark Dosen:	Yea

Yea: 5, Nay: 0
Meeting Adjourned at 7:18pm

Meeting Summary:

President's Announcements:

Board President Mark Dosen called the meeting to order, noted the date as Wednesday, May 20, 2026, and led the Pledge of Allegiance. Following the roll call, President Dosen stated that he had no initial announcements for the evening.

Board Areas of Responsibility

- **Co-curricular and Extracurricular (Lisa Galek and Tish Kwiatkowski):** Team 2011 Robotics was recognized as a top robotics program. Boys Tennis won the Suburban League title. Softball senior Rowan Weber reached milestones of 40 home runs and 125 hits. The Middle School is running its 17th annual "Kickit" campaign for pediatric cancer, aiming to surpass $500,000 in total historical donations.
- **Curriculum (Tish Kwiatkowski):** Recent state test data for science, math, and social studies has been released, with deeper analysis expected next month. Curriculum updates included K-5 science teacher training for the "Bring Science Alive" program and Middle School ELA staff receiving coaching for the "Amplify" curriculum. Professional development plans for the upcoming year are already finalized.

- **Cuyahoga Valley Career Center (Mark Dosen):** The new construction trades building is officially open, adding seating for BBH students. Several BBH students received outstanding senior awards and placements in career tech competitions.
- **Finance (Mark Dosen):** The district had a very successful audit.
- **Legislative / OSBA Liaison (Brad Chase):** House Bill 420, which would eliminate continuous levies, had its third hearing in the Ways and Means Committee. Treasurer Craig Yaniglos provided opponent testimony alongside 27 other parties.
- **Permanent Improvements / Facilities (Brad Chase and Mark Dosen):** The new access road from Hilton Drive is progressing well and is on track for substantial completion by August 1st. The engineering team quickly addressed minor runoff issues reported by the neighboring Chippewa Hills HOA.
- **PSO (Lisa Galek):** The Parent School Organization was thanked for their support during Teacher Appreciation Week, which included a Harry Potter-themed week at the Elementary School. "Friend of the PSO" awards were given to Mr. Roderick, Officer Garcia, and retiring Assistant Principal Mr. Hartland.
- **Safety (Lisa Galek and Eva O'Mara):** The district remains safe with no pressing issues to report.
- **Schools Foundation (Tish Kwiatkowski):** The Foundation awarded 61 scholarships to seniors at the recent Senior Awards Night.
- **Sustainability (Brad Chase and Eva O'Mara):** The Middle School implemented new recycling bins, proper signage, and weekly paper collections. They also established "share bins" in the cafeteria where unopened food can be taken by students who are still hungry.

Superintendent Communications and Presentations

Superintendent Jeff Harrison expressed gratitude to the Board for their active involvement. He praised the curriculum department for being ahead of schedule with materials and professional development. He highlighted the upcoming high school graduation and expressed pride that the district is fully staffed with exceptional certified hires for the next year.
BBHES Year in Review Elementary School Principal Colleen Toth introduced several guests to highlight the year's successes. Teacher Ms. Knoedel showcased the 2nd-grade CKLA curriculum's "Living Wax Museum," featuring students portraying Dolores Huerta and Betsy Ross. Counselor Mrs. Halle Holub discussed the school's new Purple Star Award designation, honoring military-connected families. Lauren Sostokowski and Kim Robotin introduced the "Colony Cupboard," providing basic necessities to elementary families in need. Morgan Kolis spoke about Neurodiversity Month and the Unified Sports Showcase.
Student Visionary of the Year High School Principal Mr. Jakub and a representative from Blood Cancer United recognized students Billy Henning, Madison Lupica, and Alexa Zetts. The team raised $150,000 for blood cancer research, breaking the school's record, and earned the Impact Award.

Treasurer's Communications

Treasurer Craig Yaniglos reported that projected receipts sit at $58.8 million with expenditures at $58.5 million. True days of cash stood at 122 days at the end of April. Revenues are currently $800,000 over forecast, largely due to a payment from the county auditor for reappraisals and strong interest income. Expenditures are modestly over forecast by $258,000 due to slight increases in salaries and a rise in purchased services. The district submitted for catastrophic cost reimbursements, forecasting around $400,000, though the final state allocation pool remains uncertain.

Consent Agenda

The Board reviewed the consent agenda, which included certified, classified, and supplemental personnel recommendations, the check register, a $300 donation to the volleyball team, and the meeting minutes from April 22, 2026. Administrators introduced two new hires: Kayla, who will lead a high-support needs classroom, and Reagan Monahan, a fourth-grade long-term substitute. The Board unanimously approved the consent agenda.

Superintendent's Recommendations

- **Item 8A (Summer Classified Personnel):** Approved 4-0, with Tish Kwiatkowski abstaining.

- **Item 8B (Revised Board Policies):** Final approval for updated board policies. Approved 5-0.
- **Item 8C (International Exchange Student):** Approved an international exchange student for the 2026-2027 school year. Approved 5-0.
- **Item 8D (Non-Resident Tuition-Paying Student):** Approved a 9th-grade student to pay tuition for the 2026-2027 year, as the family is actively searching for a home within the district. Approved 5-0.
- **Item 8E (Transportation Impracticality):** Passed a resolution declaring transportation impractical for certain students attending specific private schools outside the district. Approved 5-0.
- **Items 8F through 8I (Service Agreements):** Approved the 2026-2027 agreements for Total Education Solutions, Suburban School Transportation, STEPS Educational Group, and ESCNEO to provide specialized student services and transportation. All approved 5-0.

Treasurer's Recommendations

- **Item 9A (Student Fees):** Approved student fees for the 2026-2027 school year. Treasurer Yaniglos noted there are no fee increases, and principals are managing their school fee budgets effectively without deficit spending. Approved 5-0.
- **Item 9B (Always Construction LLC Contract):** Approved a contract for the 2026 pavement improvements project. This will address milling and paving on the campus S-curve, the middle school parent drop-off, and the main entrance. Approved 5-0.

Closing Items

President Dosen announced that the next regular meeting of the Board of Education is scheduled for June 24, 2026, at 6:00 PM. The meeting adjourned unanimously.

_____ _____

Board President Treasurer/CFO

Minutes of Brecksville-Broadview Heights Board of Education Special Meeting

The Board of Education
Brecksville-Broadview Heights City School District

A Brecksville-Broadview Heights Board of Education Special Meeting of the Board of Education of Brecksville-Broadview Heights City School District was held Monday, June 1, 2026, at 5:00 PM in the The Learning Center (TLC), 6376 Mill Road, Broadview Heights, OH 44147.

Attendance Taken at 5:02 PM.

Brad Chase:	Present
Mark Dosen:	Present
Lisa Galek:	Present
Tish Kwiatkowski:	Present
Eva O'Mara:	Present

1. Opening Items
   A. Opening Statement

Special Meeting

Today is **Monday, June 1, 2026,** at **5:00 p.m.** We are in the Brecksville-Broadview Heights Board of Education, 6376 Mill Road, Broadview Heights, OH 44141.

This is a Special Meeting of the Board of Education. Pursuant to Ohio Revised Code 121.22, the Board may only discuss and act upon the specific items listed in the official notice of this meeting.

The purpose of this Special Meeting is for:

- **Campus Master Plan Discussion**
- **Financial Review**

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. **Please note that public participation is not scheduled for this Special Meeting.**

This meeting will be live-streamed via YouTube and will also be recorded for later viewing. Consider subscribing to our BBH Board of Education YouTube Channel where all recordings are posted.

B. Pledge of Allegiance
Please stand and join in the Pledge of Allegiance
C. Roll Call

2. Work Session

- Campus Master Plan Discussion
- Financial Review

Call to Order and Opening

Board President Mark Dosen called the special meeting of the Brecksville-Broadview Heights Board of Education to order on Monday, June 1, 2026, at 5:00 PM. The meeting was relocated to the TLC building at 6376 Mill Road due to a fiber line internet outage at the usual location. Following the Pledge of Allegiance and roll call, President Dosen noted the meeting's sole purpose was to conduct a work session focused on the campus master plan and a financial review.

Work Session: Campus Construction Update

Superintendent Jeff Harrison introduced Brian Koss to provide an update on current construction projects across the campus.

Hilton Driveway: The project is progressing well and is currently on schedule, with about two months remaining. The roundabout is taking shape, and light pole bases are being installed. An electrical panel at the board office needs full replacement to handle the new lighting, requiring a brief power shutdown scheduled for June 19th. The district is also working on a change order for the "Y" curve near the stadium and actively addressing sediment runoff issues affecting the neighboring Chippewa Hills HOA. Excess dirt from the project is being trucked off-site due to space limitations.

Tennis Courts: Demolition has begun, with fences and poles already removed. Milling of the top asphalt layer will commence shortly, accompanied by a third-party inspection of the sub-base. After the new asphalt is laid, it will require a 14 to 30-day curing period before further work can be done. Drainage systems will also be filmed to ensure they were not compromised during proof rolling. The district has documented the condition of the courts and offered the previous contractor's legal counsel an opportunity to test the site, though they only opted to take photographs. Signs will be posted directing the community to use alternative courts during construction.

Work Session: Campus Master Plan Discussion

Superintendent Harrison initiated a broader conversation about the future phases of the campus master plan to ensure the Board and community share a unified understanding.

Phasing Flexibility: Harrison clarified that while the master plan has numbered phases (1 through 7), they do not have to be completed sequentially. Phases 1 (Hilton demo) and 2 (Hilton driveway) are funded and underway, while future phases—such as the bus loop, athletic complexes, and middle school renovations—remain unfunded, conceptual "dreams" at this stage.

Academics vs. Athletics: Addressing community feedback regarding the prioritization of athletic spaces over academic buildings (like the Middle School), Board members emphasized that extracurriculars are an extension of the classroom and vital to educating the "whole child." Harrison noted that current athletic facilities, particularly the stadium turf, are heavily utilized by physical education classes, the marching band, and various youth sports.

Middle School Viability: Board Member Brad Chase pointed out a major success of the master planning process: the community agreed to keep both the High School and Middle School in their current locations. Because the Middle School has "good bones" and its footprint remains viable, the district can confidently invest in maintaining and upgrading it using existing permanent improvement funds rather than seeking to build a completely new facility.

Prioritization: The Board universally agreed that protecting the district's operational funding to educate students remains the paramount priority, meaning large-scale bond issues for the master plan will likely take a back seat to securing daily operating funds.

Work Session: Financial Review and Levy Strategy

Treasurer Craig Yaniglos provided a detailed financial forecast, emphasizing that district expenses are continuously outpacing flat revenues. Yaniglos outlined the following key financial realities:

Revenue vs. Expenditure Trends: The district's average annual revenue growth is just 0.12%, while expenditures (driven primarily by inflation and double-digit percentage increases in healthcare benefits) are growing at 3.26% . Enrollment remains relatively stable, meaning staffing levels cannot be drastically reduced without impacting educational quality.

Levy Timing Scenarios: Yaniglos presented three scenarios regarding the district's next operating levy, since the last new operating money was approved nearly 10 years ago :

- *Scenario 1 (Do Nothing):* The district's cash balance would completely deplete by 2030, forcing it into an operational deficit.
- *Scenario 2 (Wait until Spring 2028):* The district's cash reserves would drop precariously low, violating the Board's policy of maintaining at least 90 days of cash on hand.

- *Scenario 3 (Target Spring 2027):* Yaniglos and Harrison officially recommended targeting the May 2027 ballot for a new 5.9 mill operating levy.

The 5.9 Mill Levy Recommendation: A 5.9 mill levy would generate approximately $9.5 million annually. Passing this in Spring 2027 would stabilize the district's cash balance and potentially prevent the need for another levy request for 6 to 8 years.

Next Steps: To meet the May 2027 election timeline, the Board will need to pass resolutions to proceed by December 2026 or January 2027. A levy campaign committee is currently forming, and Brian Banjac has agreed to serve as the campaign's treasurer. The district will begin developing simplified educational materials and FAQs to clearly communicate the financial need and tax impact to the community.

Closing Items

With the work session concluded and no further items on the special agenda, President Dosen requested a motion to adjourn. Following a roll call vote, the meeting was adjourned unanimously (5-0).

3. Closing Items
   A. Adjournment

   Resolve to adjourn the meeting. This motion, made by Tish Kwiatkowski and seconded by Lisa Galek, Carried.

Brad Chase:	Yea
Lisa Galek:	Yea
Tish Kwiatkowski:	Yea
Eva O'Mara:	Yea
Mark Dosen:	Yea

Yea: 5, Nay: 0

Meeting Adjourned at 6:37pm.

_____ _____

Board President Treasurer/CFO

Gryffen Alexander Albainy	
Avery Earl Algie	
Braiden Michael Algie	
Zane Samir Altaqi	
Parker Thomas Anderson	
Azamat Aripdjanov	
Jacob Daniel Astey	
Marta Adriana Babaeva	
Anthony Michael Balazs	
Taylor Anne Bartholomew	
Elizabeth Grace Batcheller	
Easton Charles Baugher	
Noelle Angelique Bayless	
Anastasiia Bazhan	
Carmen Renee Beeson	
Madilyn Rose Bican	
Allison Grace Biglow	
Oluwamuyiwa Victor Bolaji	
Alexander Stephen Boose	
Michael A. Boss	
Jordan Walter Botz	
Jadyn Joy Brooks	
Kyle Michael Brown	
Amelia Diane Budinsky	
Renee Cai	
Audrey Becca Katheryn Cain	
Lillian Catherine Cain	
Addison M Canter	
Leo Carey	

Dominic Paul Caruso	
Aubrie Lynn Casias	
JeremÃas Joel Castro-Paredes	
Charles James Chatal	
Peter Warren Chermonte	
Sabrina Cheung	
Alice K Cho	
Abigail Joohee Choi	
Areeb I Chowdhury	
Zachary Arnold Claridge	
Jack Michael Colligan	
Zoe Alexandra Collins	
Alyssa Lynn Conklin	
Cassandra Rose Costin	
Silas Eyen Crites	
Milos Bosko Crncevic	
Johnathan Ferrante Crocker	
Trinity Morgan Crouch	
Grant William Crupi	
Nathan Patrick Culotta	
Sydney Sophia Daum	
Quentin Bryce Davies	
Jonathan Rocco Dean	
Joseph Stockton Decker	
Jack Michael DeMario	
Max Roman DeMario	
Vincenzo Michael DiCocco	
Elise Marie DiFranco	
Cole John Ditzig	

Elena Marie Dobronos	
Damian Lee Domke	
Janko Dordevic	
Ethan James Elswick	
Siena Jeanine Ely	
Kya Grace Emrich	
Alexander Logan Emrick	
Keith Bernard Esber	
Maci Maria Esber	
Jacob George Eterovich	
Andrew Michael Falcone	
Eve Sapphire Fenicottero	
Michael Carl Ferricci	
Giovanna Rose Figer	
Elizabeth Mae FitzSimmons	
Johonna Marie Fuentes	
Donovan Edward Gabriel	
Elizabeth Galek	
Olivia Peyton Gambrel-Allman	
Alexa Rose Ganley	
Brandon Jamere Garrison	
Chloe Alana Garten	
Peyton Elizabeth Gary	
Vasilea Rose Gaudio	
Gabriella Louise Gawlik	
Samantha Marie Gerbasich	
Caitlyn Marie Geringer	
Melinda Grace Geringer	
Edward John German	

Khoren Mikayel Gevorgyan	
Addison Rei Glaser	
Elliot Rose Glassner	
Benjamin Andrew Gleine	
James Davis Glovna	
Reese Devan Glovna	
Natalie Yoeily Gomez	
Owen Douglas Green	
Evan John Griech	
Owen Andrew Grieser	
Emily Josephine Gromek	
Charles Joseph Guggenbiller	
Nicholas Thomas Gutfranski	
Isabella Marie Guzoski	
Kimberlie Michelle Gwiazda	
Hannah Mae Hahn	
Abanoub Hana	
Marlo Hankins	
Jadon Harbaugh	
Casey Harman	
Kaydin Harris	
Sophie Marie Harrison	
Colby Michael Hatcher	
Kyla Marie Haverdill	
Alexa Grace Hawke	
Layla Shae Heintz	
Nathan Michael Henegar	
Charlotte Marlene Hocutt	
Andreo Hodzic	

Hailey Renee Holland	
Alyson Margaret Holt	
Brayden Vincent Horne	
Sophie Rosalie Hudak	
Damien LeRon Huey	
Addison Leah Huffman	
Autumn Skye Hurley	
Andrew John Hutton	
Nadiia Ivanivna Ivantsiuk	
Annaliese Benay Jacak	
Henry Xavier Jackson	
Sean Evan Jenkins	
Ryan Jeon	
Jace Michael Jett	
Carmella Louise Johnson	
Trevor Kenneth Johnson	
Malejah Haiven Jones	
Sawyer Elliott Jones	
Chris Jimin Jung	
Sofiia Kalytovska	
Neha Ann Kapur	
Julia James Elizabeth Karaffa	
Donald Allen Karpowicz	
Aya Angela Katergi	
Lucy Arlene Keco	
Mason Andrew Keller	
Noah Christopher Kemer	
Logan Eugene Kerber	
Eva Georgina Khadige	

Sophie A Khan	
Enaya Noor Khawaja	
Preston Elton Kieschnik	
Ian Russell King	
Rachel Marie Kirin	
Martin James Kirschner	
Dylan C. Kollin	
Marcella Grace Kolodziej	
Keirra Molly Kovacs	
Brody Edward Kozey	
Gabriel Bernard Krafcik	
Aidan Andrew Kraynak	
Emily Nicole Kuscevic	
Sara Leeann Kwiatkowski	
Russell John Lally	
Jackson Douglas Lambert-Shemo	
Benjamin Andrew Lane	
Peyton Alexander Lanese	
Brody John Larkins	
Martha Catherine Lavrishin	
Douglas August Lieberman	
Nolan Liem	
Anson Lin	
Jinchang Lin	
Shery Lin	
Nadia Rose Lindemeyer	
Camden John Lloyd	
Hailey Nicolette Mack	
Anna Dani Madi	

George Dani Madi	
Trevor Anthony Madsen	
James Robert Mangus	
Madelyn Grace Manley	
Arul Andrews Rosario Manuel	
Aleksandra Olivera Marinkovic	
Fallon Rosemary Markovic	
Haylie Violet Martin	
Heidi Diane Martin	
Haeley Rose Massello	
Marcello Anthony Matteo	
Ann Marie Mauser	
Daniel James McDermott	
Brady Michael McGrath	
Kayla Marie McLaughlin	
Benjamin Alex Mehendale	
Samuel John Meisenbach	
Abigail Luisa Metyk	
Caitlin Grace Mihalek	
Nicholas Joseph Milanich IV	
Bailey Marie Miller	
Ava Marie Minor	
Christopher C Mitchell	
Timothy Robert Mitchell	
Atidya Mohan	
Nakshatra Mohan	
Shashini Mohan	
Prithviraj Mohanraju	
Ayden James Morris	

Carly Bea Mroczka	
Ava Marie Murphy	
Patrick George Murphy	
Maryna Mysiuk	
Tyler James Neiden	
Jackson Taylor Nicholas	
Isabel Helene Olecki	
Hannah Elizabeth Oswick	
David Charles Palmer	
Panagiota Anna Panagiotou	
Chase James Pantaleano	
Mithily Nimesh Patel	
Derek James Patton	
Callan Elise Pausche	
Emily Jane Peterson	
Cassandra Jane Petras	
Veniamyn Petrovanchuk	
Madeline Leigh Petty	
Tyler Charles Pickard	
Giovana Pignatiello	
Shawn Andrew Piper	
Danica Anne Polantz	
Jacob Ryan Polcen	
Carter James Ponte	
Alexander Steven Pontikos	
Georganne Olya Popadiuk	
Marina Theodora Popadiuk	
Sicheng Qian	
Victoria Lynn Quinones	

Anjali K Rai	
Nathan Allen Rakestraw	
Olivia Danielle Ramer	
Michael Sebastian Reed	
Damien Christian Reid	
Ryan Robert Reusser	
Luke Williams Riddles	
Maxwell Price Ritter	
Harison Stefanos Roditis	
Luca Santino Romito	
Ryan James Roth	
Ella Jaelyn Rundo	
Thomas Alexander Russell	
Daniel Charles Russo	
Carol Lilly Samuel	
David Jeremiah Sanson	
Lia Sophia Sarti	
Reese Alena Schoenknecht	
Rylan Michael Seacrist	
Brianna Mila Sebastian	
Daniel George Seitzinger	
Michael Anthony Sejba	
Nathan Riley Seuffert	
Lillie Mae Sherman	
Lucy Elizabeth Shijo	
Steven Daniel Skaljac	
Brooke Bannon Smerdel	
Owen Nicholas Snider	
Ryan Martin Sobecks	

Alexis Kylie Soeder	
Faith Marie Soukup	
Sydney D Speeth	
Cody Michael Stadler	
Brian Kacper Stanek	
Marko Stanic	
Cameron Isadore Stephan	
Benjamin Carter Stone	
Megan Marie Studer	
Caleb Frederick Styskal	
Ana Sunjevaric	
Koen Vincent Sustersic	
Nathan James Sutton	
Malia Rose Tagalicod	
Tatiana Tchepak	
Logan Alexander Thornton	
Maksym Romanovych Tkachuk	
James Miguel Torres	
Elenore Lucile Toth	
Thomas Nichols Toth	
John Dominic Uhlir	
Katrin Stephanie Vasylyna	
Nina Isabella Vespoli	
Daniel Zdenek Vlcek	
Amelia Lynne Vollstadt	
Connor Joseph VonSeggern	
Ash Nerys Watkins	
Rowan Sylvia Weber	
Benjamin Dane Wells	

Jacob Michael Widmor	
Peri Alaina Wisner	
Elizabeth Jane Wolf	
Maya Chay Woods	
Jeffrey Wurtz II	
Veronica Yakushchenko	
Lena Ferrazzano Yaussy	
Simon Peter Youssef	
Selina Yu	
Chase Matthew Yung	
Carson Jeffrey Zabkar	
Shalyn Rochelle Marie Zambounis	
Daniel George Zarycki	
Luka Zivkovic	
Anna Elizabeth Zumwalt	

Brecksville – Broadview Heights High School

Student Handbook 2026-2027

6380 Mill Road
Broadview Heights, Ohio 44147
440-740-4700
www.BBHCSD.org

High School Administration

Kevin Jakub	Principal
Kelli Izzo	Assistant Principal *(Last Names A-K)*
Josh Backo	Assistant Principal *(Last Names L-Z)*
Josh Hanes	Pupil Services Coordinator

High School Counselors

Jaci Owens	Jrs. & Srs. (*Last Names A-E)*
Gina Baeslach	Jrs. & Srs. (*Last Names F-O)*
Kyle Drypolcher	Jrs. & Srs. (*Last Names P-Z)*
Bridget Milano	Fr. & So. *(Last Names A-K)*
Kaitlyn Jonozzo	Fr. & So. *(Last Names L-Z)*

Brecksville
Broadview Heights
City School District

EDUCATE. EMPOWER. ENGAGE.

OUR MISSION

The BBHCSD exists to rigorously educate our students to the highest standards, to boldly empower our school family with exciting learning experiences, and to collaboratively engage our community to cultivate productive future citizens of a global society.

OUR VISION

The BBHCSD will be the destination district by pushing the boundaries of academic excellence and expanding innovative opportunities for students, while advocating for all, in a safe and accountable educational environment.

ATTRIBUTES OF A BEE

FUTURE READY

BBH students will become lifelong learners and acquire career knowledge along with core technical skills. Bees will be independent thinkers, problem-solvers and possess communications and listening skills.

EMOTIONALLY PREPARED

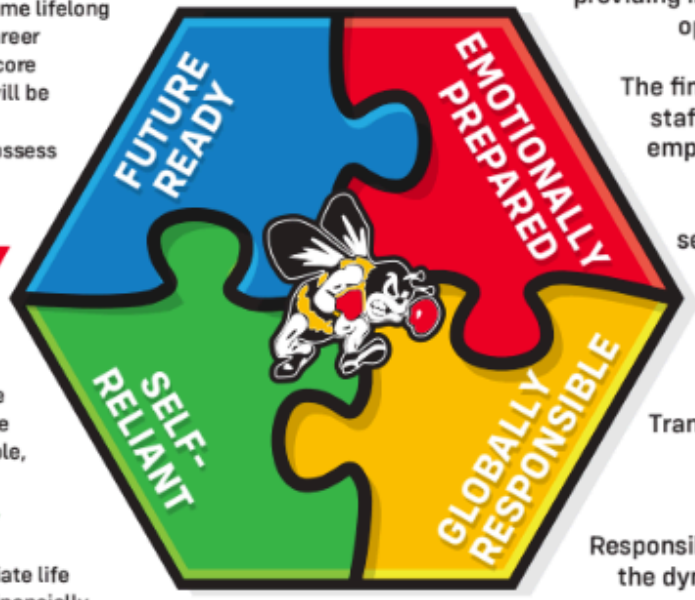
Bees will be self-aware and self-confident and have a growth mindset, while being resilient, adaptable, and flexible.

SELF-RELIANT

Bees will have appropriate life skills, be resourceful, financially savvy, and be self-directed.

GLOBALLY RESPONSIBLE

Our graduates will be engaged citizens, team collaborators, strong stewards of the environment, with broad horizons.



OUR COMMUNITY'S SCHOOL VALUES

Academic excellence and providing innovative learning opportunities for all

The finest educators and staff to constructively empower our students

School safety and security in protocol, action, thought in creating a welcoming school climate

Transparent, engaging and collaborative communications

Responsible stewardship of the dynamic resources in the BBHCSD

Comprehensive preparedness of our students' future college and career pathways

Protecting the Banner of the BBHCSD!

Table of Contents

Principal's Message 4
Important Telephone Numbers 4
2023-2024 BBHHS High School Calendar 5
Mission Statement 5
Non-Discrimination Statement 5
Sunset Clause 5
Grading Philosophy Statement 5
Student Expectations 6
Academic Dishonesty 6
Academics 7
Grading Scale 7
Assessment of Learning 8
Academic Load 8
Class Add/Drops 8
S/U Option ("Pass/Fail") 8
Student Academic Honors and Recognitions 9
Report Cards / Course Grades 11
Interim Progress Reports 11
Parent/Teacher Conferences 11
National Honor Society 11
High School Exam Policies 11
College Admissions Tests 12
Advanced Placement Tests 13
Attendance 13
Student Attendance Policy 13
General Absence Procedures 14
Make-Up Work 14
Home Instruction 14
Tardiness 14
Planned Absence 15
Attendance Policy Guidelines 15
Truancy 15
Medical Appointments 16
Field Trips 16
Student Services 16
School Counseling Department 16
Change of Address/Phone Number/Custody 17
Board Approved Student Fees 17
Student Records and Directory Information 17
Student Privacy and Parental Access to Information 18
Special Services 18
Cafeteria 18
Clinic 19
Risk Reduction Program 20
Transportation 20
Extracurricular Programs 20
Athletics 21
Interscholastic Extracurricular Eligibility 22
Athletic Spectator Code of Conduct 22
Dance Rules 23
Dance Attire 23
Around the Building 23
Emergency Procedures 24
Driving to School 25
Rules and Regulations for Student Drivers 24
Student Drop-Off / Pick-Up 25
Fines for Misuse of School Property 25
Service/Leadership Opportunities 25
Student Privilege /Open Campus 25
Media Center / Library 26
Lockers 26
Search and Seizure 26
Surveillance Cameras 27
Student Behavior for Substitute Teachers 27
Lost and Found 27
Hall Traffic and Hall Passes 27
Elevator 27
Leaving the Building 27
Electronic Devices, Etc 27
Student Dress Code/Student Attire 28
Student Publications 29
Signs and Posters 29
Study Hall 29
Visitors 29
BEE -TV 29
Rights and Responsibilities 29
Student Responsibilities 30
Brecksville-Broadview Heights City School District Student Code of Conduct 30
Suspension 31
Expulsion 33
Procedure for Suspension, Expulsion and Emergency Removal 35
Suspension Procedure 36
Expulsion Procedure 36
Emergency Removals of Students 37
Detention 37
Discrimination/Harassment 39
Bullying and Other Forms of Aggressive Behavior 39
Definition of Harassment/Intimidation/Bullying 39
Sexual Harassment 40
General Statement 39
Definition of Sexual Harassment 40
Procedures for Reporting and Investigating 40
Tobacco/Alcohol/Drug Policy for Extracurricular Activities and Interscholastic Athletes 40
Statement of Philosophy 40
Tobacco, Alcohol and Drugs 41
Disciplinary/Due Process Explanation and Procedures 42
Network Acceptable Use and Safety Policy 43
Overview 43
Network Access 43
Code of Conduct 43
Disclaimer 44

Principal's Message

Welcome to the 2026-2027 school year at Brecksville-Broadview Heights High School,

We are thrilled to have you join our school community, and we believe this year holds endless possibilities for your growth and success. As you embark on this new school year, I encourage you to make the most of the resources available to you. The student handbook, in particular, will serve as an invaluable tool for familiarizing yourself with the student code of conduct and the operational protocols of our school. Familiarize yourself with the policies related to attendance, eligibility, and the student code of conduct to help create the best possible learning experience for you and others.

At Brecksville-Broadview Heights High School, we take great pride in our heritage and the high standards we have established over the past 140 years. Our commitment to academic excellence, social growth, and the development of well-rounded individuals has been deeply ingrained in our school's culture. We are excited for you to benefit from this rich tradition and to contribute to its continued growth. We encourage you to be actively involved in the life of our school. Whether it's participating in clubs, sports teams, or other extracurricular activities, your engagement will not only enhance your own experience but also contribute to the vibrant culture of BBHHS.

Go Bees!

Kevin Jakub, Principal

Important Telephone Numbers

Main Office	740-4700
School Counseling Office	740-4720
Athletic Office	740-4770
Transportation	740-4050
Board of Education Office	740-4000
Attendance …….	740-4715

Regular Schedule

1st Period 7:45 AM - 8:27 AM
2nd Period 8:31 AM - 9:19 AM
3rd Period 9:23 AM - 10:05 AM
4th Period 10:09 AM - 10:51 AM
5th Period 10:56 AM - 11:38 AM
6th Period 11:43 AM - 12:25 PM
7th Period 12:30 PM - 1:12 PM
8th Period 1:16 PM - 1:58 PM
9th Period 2:03 PM - 2:45 PM

Rally/Assembly Schedule

1st Period 7:45 AM - 8:22 AM
2nd Period 8:26 AM - 9:03 AM
3rd Period 9:07 AM - 9:44 AM
Rally/Assembly 9:48 - 10:43 AM
4th Period 10:46 AM - 11:23 AM
5th Period 11:26 AM - 12:03 AM
6th Period 12:06 AM - 12:43 PM
7th Period 12:46 PM - 1:23 PM
8th Period 1:27 PM - 2:04 PM
9th Period 2:08 PM - 2:45 PM

24 Minute Colony Schedule

1st Period 7:45 AM - 8:25 AM
2nd Period 8:29 AM - 9:09 AM
3rd Period 9:13 AM - 9:53 AM
Colony 9:57 AM - 10:21 AM
4th Period 10:25 AM - 11:05 AM
5th Period 11:09 AM - 11:49 AM
6th Period 11:53 AM - 12:33 PM
7th Period 12:37 PM - 1:17 PM
8th Period 1:21 PM - 2:01 PM
9th Period 2:05 PM - 2:45 PM

Delayed Start Schedule

*Testing 7:45 AM - 9:45 AM
1st Period 9:45 AM - 10:15 AM
2nd Period 10:18AM - 10:48 AM
3rd Period 10:51 AM - 11:21 AM
4th Period 11:24 AM - 11:54 AM
5th Period 11:57 AM - 12:27 AM
6th Period 12:30 AM - 1:00 PM
7th Period 1:03 PM - 1:33 PM
8th Period 1:36 PM - 2:06 PM
9th Period 2:09 PM - 2:45 PM
*When Needed for EOC Testing

2026-2027 SCHOOL CALENDARS

High school events and times are posted and updated weekly on the high school website as well in the Principal's weekly High School News and Notes email that is sent to both students and their families.

Brecksville-Broadview Heights 2026-2027 School District Calendar

Brecksville-Broadview Heights High School Calendar

Brecksville-Broadview Heights Athletic Calendar

DATES AND TIMES ARE SUBJECT TO CHANGE.
REFER TO EMAILED NEWSLETTERS AND WEBSITES FOR THE MOST UP TO DATE INFORMATION

Mission Statement

Recognizing the dynamic nature of our current society, we believe Brecksville-Broadview Heights High School through its instruction, resources, and environment assists the students to discover their interests, to realize their potentials, and to cultivate a desire to learn as a life-long process. Working toward these goals encourages students to become sensitive and creative, productive and responsible human beings.

Non-Discrimination Statement

The Board of Education does not discriminate on the basis of race, color, religion, national origin, ancestry, military service, sex, disability, or age in its programs and activities, including employment opportunities. Please contact 504 Compliance Officer / ADA Coordinator, Cindi Tomassetti, at 440-740-4000 for any questions or concerns.

Sunset Clause

This Handbook replaces all prior handbooks and other prior written material provided on the same subjects. This Handbook does not equate to an irrevocable contractual commitment to the student, but only reflects the current status of the Board's policies and the School's rules. If any of the policies or administrative guidelines referenced herein are revised, the language in the most current policy or administrative guideline prevails. Copies of current Board policies and administrative guidelines are available on the District's website.

Grading Philosophy Statement

At BBHHS, grades reflect a student's demonstrated learning and understanding of course content. Evidence of learning is collected through a variety of methods and activities throughout the learning process.

Formative assessments—such as classwork, homework, quizzes, and active participation—are designed to provide students, teachers, and parents with ongoing feedback about progress. These assignments are essential for guiding instruction and supporting student growth. While completion of formative work is expected, it will account for **20% of the overall course grade**.

Summative assessments—such as tests, projects, reports, and presentations—serve as the culminating evaluations of student learning at specific points in time (e.g., end of unit, quarter, or semester). These experiences provide the most accurate measure of what a student has learned and will comprise **80% of the overall course grade**.

Teachers have discretion over the classification of assignments as **formative** or **summative**. While assignments are clearly marked as **summative** or **formative** PowerSchool, any questions about the classification of assignments should be directed to the teacher of the course.

Student Expectations

For over a century, the students of Brecksville-Broadview Heights have been building a tradition of excellence. As current students, we can help contribute to that tradition and increase the likelihood of our personal success if we:

1. Accept responsibility for our education, decisions, and actions.
2. Act in a way that best represents our school, parents, community, and self to promote a safe, healthy environment in which to learn.
3. Are active in the school and community.
4. Maintain a balance between academics, co-curricular activities, and community projects, and continually give our best effort to each.
5. Support our fellow students and their activities.
6. Respect cultural diversity, individuality, and the choices and rights of others.

Academic Dishonesty and Plagiarism Policy

At BBHHS, academic honesty and integrity are foundational to a student's educational growth. This policy is designed to help students learn from their mistakes and understand the importance of original work, while still holding students accountable.

First Offense

If a student commits plagiarism or academic dishonesty for the first time in a course, the incident will be treated as a classroom behavioral issue. Students can expect the following steps:

- **Discussion & Notification:** The teacher will talk to the student directly about the incident and contact the parent or guardian.
- **Administrative Notification:** The teacher will notify the administrator of the incident.
- **Grading & Resubmission:** The teacher will issue a classroom consequence, this could be consequences such as asking the student to **resubmit the assignment for reduced credit**, completing an alternative assignment, or issuing the student a "0" for the assignment in the gradebook.

Subsequent Offenses

If a student violates the academic dishonesty policy for a second time, the consequences will escalate to reflect the pattern of behavior and may include the following:

- **Loss of Credit:** A student may receive a **zero (loss of credit)** for the assignment, with no opportunity for resubmission.
- **Progressive Discipline:** The student may face additional school-level consequences that may include Saturday Detention, Loss of Open Campus/Student Privileges, In-School Detention, or Out-of-School Suspension (OSS).

Academics

The school year is divided into two semesters with each semester consisting of two nine-week intervals of instruction. Grades are a report on student learning. The student will provide evidence of learning that will be recorded and reported by the teacher. Grades and point averages will be computed based upon the courses a student is enrolled in when credit is awarded.

Grading Scale

Letter grades in each course are based on the percentage scale below with their associated grade point averages.

BBHHS Grading Scale				
Letter	Percentage	Regular	Honors	AP
A	100-92	4.0	4.5	5.0
A-	91.9-90	3.7	4.2	4.7
B+	89.9-87	3.3	3.8	4.3
B	86.9-83	3.0	3.5	4.0
B-	82.9-80	2.7	3.2	3.7
C+	79.9-77	2.3	2.8	3.3
C	76.9-73	2.0	2.5	3.0
C-	72.9-70	1.7	2.2	2.7
D+	69.9-67	1.3	1.3	1.3
D	66.9-64	1.0	1.0	1.0

D-	63.9-60	0.7	0.7	0.7
F	<59.9	0.0	0.0	0.0

Assessment of Learning

Assessment of student learning is ongoing. Formal assessments can be tests, quizzes, or projects and specific to a topic/unit/marking period/term.

Academic Load

Students must be enrolled in a minimum of 5.5 credits per year and a minimum of 5 courses each semester A total of 21 credits are required for graduation.

Class Add/Drops

Planning a schedule for the next school year is a difficult task and situations may occur requiring a change in that schedule. These schedule changes, however, have a serious effect on class size, teacher assignments, and the overall master-schedule, and therefore, must be made sparingly. The student and parent are urged not to plan a program with the idea that it can be changed. Once a student selects his/her courses (verified by parents) the School Counseling Department will not initiate a schedule change unless a compelling educational reason exists. After the close of the school year no changes will occur unless:

1. There is a technical error in the scheduling process.
2. It is clear that the student is academically misplaced.
3. There is a scheduling conflict.

In the event that a student switches from a class that is weighted to one that is not weighted or weighted at a different rate the weight will be calculated based off of the weight for the course they completed that semester. Moving forward they would be granted the weight of the course they are currently enrolled in and that is the name of the class that will appear on their transcript. For example, if a student moves from Honors Geometry to Geometry at the conclusion of semester 1, the student will be weighted off the 4.5 GPA scale for the first semester and a 4.0 GPA for the second semester. The class will appear as Geometry on the transcript for the entire year.

S/U Option ("Pass/Fail")

The "S/U" option is the opportunity for students to select 1 unit of credit or less in non-required subjects for credit each year in which the grade will be either *Satisfactory* or *Unsatisfactory*. Satisfactory (*S*) shall require a "C" or higher for credit; this translates into an average of at least 73%. An average below 73% will result in an "Unsatisfactory (*U*). This option is not available for honors or advanced placement courses. "*S/U*" option shall not be used for courses required for graduation.

"Satisfactory or Unsatisfactory" credit will be included in the total credits being taken by the student, but will not be figured into the grade point average or class rank. Therefore, the "S/U" option does not figure into the GPA to determine a student's eligibility; however it will count toward the 5-credit course requirement that also determines eligibility.

The student's declaration for "S/U" must be made no later than the 1st quarter interim date for the first semester or year-long courses and the applications must be approved by the student's counselor and Assistant Principal. During the second semester, students have *until the 3rd quarter interim date to select this option*. Applications are available in the school counseling office.

Student Academic Honors and Recognitions

BBHHS is proud of the many accomplishments of its students and is committed to recognizing their achievements in a variety of ways. Student accomplishments may be highlighted through school and district publications, social media, honor societies, awards ceremonies, academic and extracurricular recognition programs, Senior Awards Night, Commencement, and other school-sponsored events and communications.

Students and families are encouraged to share significant achievements with the school. If a student or parent/guardian believes an accomplishment has not been recognized or shared by BBHHS or the District, they are encouraged to contact the school administration. Administrators will review the achievement and consider appropriate opportunities for recognition.

Honor Roll and Merit Roll

At the end of each nine-week grading period, recognition is given to those students who achieve academically. In order to be awarded Honor Roll status, a student must achieve a grade point average of 3.75 or better; Merit Roll status is awarded to those students who achieve an average of 3.00 to 3.749. A grade of D, U, WF, AF, or F in any class precludes a student being included on the Honor Roll or Merit Roll.

Latin Honors System

BBHHS uses the Latin Honors System to recognize the academic success and well-rounded engagement of our seniors. Instead of ranking students numerically, we honor high achievements using three categories based on **cumulative GPA**, **standardized test scores**, **advanced coursework**, and **school involvement**. The following table explains the standards that need to be met for each category of Honor Level.

Latin Honors Requirements				
Honor Level	**GPA**	**SAT/ACT**	**Extracurriculars**	**Adv. / CTE Courses**
Summa Cum Laude	4.2 or above	SAT - 1360+ ACT - 30+	4 or more school activities	4 or more AP, Dual Credit, Honors, or CTE
Magna Cum Laude	3.7 - 4.19	SAT - 1200+ ACT - 25+	3 school activities	3 AP, Dual Credit, Honors, or CTE
Cum Laude	3.5 - 3.69	SAT - 1060+ ACT - 21+	2 school activities	2 AP, Dual Credit, Honors, or CTE

***Transfer Student *Disclaimer**: *grades of students transferring to the high school from a chartered community or nonpublic school will be recognized; however, such students shall have no established class rank for purposes of graduation honors such as Cum Laude, Summa Cum Laude, and Magna Cum Laude, until such time as they have completed two (2) semesters prior to the final semester of graduation. No student shall be eligible for graduation honors unless they have been enrolled for two (2) consecutive semester(s) prior to the final semester utilized for purposes of determining such honors.*

Ohio State Recognition Programs

The State of Ohio recognizes high-achieving students through the Governor's Merit Scholarship (GMS)

program. The scholarship is awarded to students whose academic achievement and GPA place them among the top 5% of their graduating class. Specific information about GMS can be found in ***Board Policy 5430.***

Eligibility and Selection

- Eligibility is determined using a student's Grade Point Average (GPA) and academic achievement as calculated in accordance with the district approved grading scale and in accordance with Ohio law and guidance from the Ohio Department of Higher Education (ODHE).
- Students attending District Success Academies and students who graduate early may be considered for nomination in accordance with the state requirements.
- The number of students nominated is limited by the allocation established by the Ohio Department of Higher Education based on school enrollment..
- Post-secondary plans will not be considered when determining eligibility or nominations.
- Eligible students will be reported to the Ohio Department of Higher Education, which will provide information regarding scholarship opportunities.

Report Cards

Students receive report cards approximately one week after the end of each nine-week grading period. Report cards include letter grades and comments for each course, absence and tardy records, and grade point averages.

The calculation of quarter and semester grades is as follows:

% Total grade	40%	40%	20%
	Qtr. 1	Qtr.2	Exam

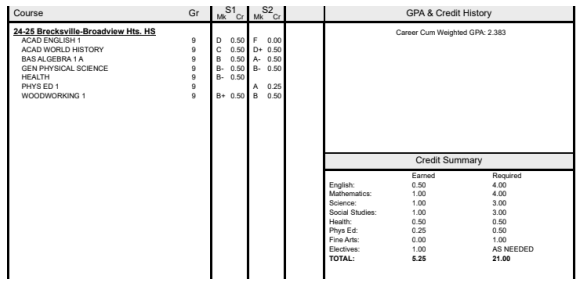
Example:

Grade	76%	84%	82%
Computation	76%(0.4) + 84%(0.4) + 82%(0.2) = 80.4% = B-		

Questions on individual grades should be directed to the course teacher involved. Repeated courses do not replace failed courses, all attempts to earn credit will remain on the transcript for the semester it was attempted.

Cumulative Course Grades

Students enrolled in full-year courses that award one full credit must pass both semesters in order to receive credit for the course. If a student passes only one semester of a full-year course, they will earn 0.5 credits. and be required to retake the full course or complete a credit recovery program to make up the remaining 0.5 credits. In the scenario below the student passed Acad English 1 for first semester earning them 0.5 credits, but did not pass the second semester of the class and did not earn the remaining 0.5 credits. This student would then be required to complete a credit recovery program to earn the remaining 0.5 credits.



Course	Gr	S1 Mk	S1 Cr	S2 Mk	S2 Cr
24-25 Brecksville-Broadview Hts. HS					
ACAD ENGLISH 1	9	D	0.50	F	0.00
ACAD WORLD HISTORY	9	C	0.50	D+	0.50
BAS ALGEBRA 1 A	9	B	0.50	A-	0.50
GEN PHYSICAL SCIENCE	9	B-	0.50	B-	0.50
HEALTH	9	B-	0.50		
PHYS ED 1	9			A	0.25
WOODWORKING 1	9	B+	0.50	B	0.50

GPA & Credit History

Career Cum Weighted GPA: 2.383

Credit Summary

	Earned	Required
English:	0.50	4.00
Mathematics:	1.00	4.00
Science:	1.00	3.00
Social Studies:	1.00	3.00
Health:	0.50	0.50
Phys Ed:	0.25	0.50
Fine Arts:	0.00	1.00
Electives:	1.00	AS NEEDED
TOTAL:	**5.25**	**21.00**

It's important to note that students who are required to take credit recovery due to a course failure cannot use that opportunity to earn additional credit hours toward the minimum graduation requirements. Credit recovery is intended only to replace lost credit, not to exceed credit totals. If students wish to earn additional credit hours beyond recovery, they must first receive approval through the district's Credit Flexibility Plan.

Report Cards will be posted to PowerSchool on the following dates:

1st Quarter……October 30, 2026
2nd Quarter……..January 20, 2027
3rd Quarter…….March 26, 2027
4th Quarter…….June 4, 2027

Interim Progress Reports

Student's progress may be monitored throughout the year by logging into PowerSchool. When a student is failing or in danger of failing a class at interim time, the student's teacher(s) will reach out to their parents via phone or email to notify them of their poor progress. Students who have provided little evidence of growth or adequate progress in class will meet with their Teacher/Counselor/Assistant Principal to develop a plan for improvement. Parents are encouraged to contact the Teacher, Counselor, or Assistant Principal throughout the year to receive descriptive and prescriptive feedback.

Interim Progress Reports will be posted in PowerSchool on the following dates

Qtr. 1 - 9/25/2026
Qtr. 2 - 11/20/2026
Qtr. 3 - 2/19/2027
Qtr. 4 - 5/7/2027

Parent / Teacher Conferences

Communication between the home and school is viewed as extremely important. Parent-teacher conferences are held formally on one evening during the first and third nine weeks of the school year. Other conference times can be scheduled throughout the year by teacher or parent request.

10/1/2026
2/18/2027

National Honor Society

In order to be eligible for the National Honor Society Chapter, students must maintain a minimum grade point average. The minimum required GPA is 3.75. In addition, students must exhibit strong evidence of character, leadership and service in the school and community. All coursework must be taken in the academic level or above. Those students who are academically eligible are notified during the first semester of their junior year. Students not eligible or not selected during the junior year may become eligible or be reconsidered their senior year. The National Honor Society follows all guidelines established by the National Constitution and the Chapter By-Laws.

Other Opportunities for Students to be Honored for Excellence

Tri-M Music Honors Society, International Thespian Society, International Honor Art Society, National Technical Career Honor Society, Quill And Scroll and Delta Epsilon Phi.

High School Exam Policies

All courses at BBHHS include a midterm examination and a final examination or culminating assessment **including senior level courses in May*.** Midterm and final examinations are important components of the instructional program and are each included in the calculation of a student's course grade. Collectively, the midterm and final assessments will account for 20% of the student's final calculated course grade.

The school may provide opportunities for students to earn a final examination waiver through established criteria. Such opportunities may include successful completion of advanced coursework, demonstrated proficiency through state End-of-Course assessments, or approved portfolio, performance, or project-based assessments developed by teachers and approved by the administration.

Information regarding final examination waiver opportunities, eligibility requirements, and application procedures will be communicated to students and families in a timely manner.

Students who earn a final examination waiver will always have the option to take the final examination if they believe doing so may improve their final course grade.

End of Course Exams

The state of Ohio uses End-of-Course Exams to measure student growth. These exams are aligned to the New Learning Standards for English Language Arts, Mathematics, Science, and Social Studies. The Ohio Department of Education has mandated end of course exams in 6 areas: Algebra I, Geometry, English 2, Biology, American History, and American Government. With few exceptions, students must demonstrate proficiency on their Algebra 1 and English 2 end-of-course exams plus earn two (2) seals as defined by criteria established by the State of Ohio to become eligible for a diploma.

College Admissions Tests

The Preliminary Scholastic Assessment Test/National Merit Scholarship Qualifying Test (PSAT) will be administered to all juniors. The PSAT/NMSQT is used to qualify juniors for the National Merit Scholarship Program. The PSAT/NMSQT is also a practice test for the Scholastic Assessment Test. The SAT is a required admissions test for many select/private colleges. The PSAT 8/9 is an assessment provided by the school to establish a starting point in terms of college and career readiness, while the PSAT 10 is designed specifically for high school sophomores that test the same skills and knowledge as the SAT. Additional resources are available to all students who link their College Board account with Khan Academy.

*****These tests will be administered on Fall Test Day, October 8, 2026*****

PRE-ACT is a practice/predictive ACT assessment. It will be administered to all sophomores on the Spring Test Day. The ACT is a required admissions test for many colleges. BBHHS seeks to provide students with the best opportunities for practice of the skills needed for performance on the high stakes testing.

Most colleges require either the American College Test (ACT) or the Scholastic Assessment Test (SAT) as part of admissions application. Students should check to see which test is preferred by the college of their choice. It is suggested that juniors take the ACT and/or SAT during the spring of their junior year. The advantage of spring testing is that the student will be able to retest in the fall, if it is desirable. Colleges do accept students based on spring test results.

The Brecksville-Broadview Heights High School code number for these tests is 360575. Testing dates can be found on the CollegeBoard and ACT sites linked below:

See https://satsuite.collegeboard.org/sat/dates-deadlines for more information and updates from SAT.
See https://www.act.org/content/act/en/products-and-services/the-act/registration.html for more information and updates from ACT.

Advanced Placement Tests

Advanced Placement Tests enable students to receive college credit for courses taken in high school, based on their performance on the national standardized Advancement Placement Tests. All students enrolled in AP courses are required to take the AP tests. Fees for AP tests are included in class fees. Failure to take the AP Test will result in a Final Exam grade of "0" which counts toward 20% of the student's grade. Making-up an AP test requires prior approval and possibly medical documentation.

Advancement Placement (AP) Examination Dates: May 3-14, 2027

Registration materials for all of the above tests are available in the School Counseling Office.

Attendance

STUDENT ATTENDANCE POLICY: (ADOPTED BOE: December 15, 2021)

Philosophy: Regular daily class attendance and punctuality are necessary in order for the learning process to be effective. Frequent absences disrupt the instructional process, which requires a continuity of classroom learning experiences, pupil interaction, and study in order to reach the goal of maximum educational benefits for each student. Studies show that students who miss school frequently experience great difficulty in achieving the maximum benefits of instruction. We are aware that there are occasions when a student cannot be present and thus may miss an essential learning experience. The Board adopted attendance policy which adheres to current state law is posted on the District's website.

The following are VALID reasons for absence from school:

1. Personal illness (a written physician's statement verifying the illness may be required)
2. Appointment with a health care provider
3. Illness in the family necessitating the presence of the child
4. Quarantine of the home
5. Death in the family
6. Necessary work at home due to absence or incapacity of parent(s)/guardian(s)
7. Observation or celebration of a bona fide religious holiday
8. Out-of-state travel (up to a maximum twenty-four (24) hours per school year that the student's school is open for instruction) to participate in a District-approved enrichment or extracurricular activity
9. Such good cause as may be acceptable to the Superintendent
10. Medically necessary leave for a pregnant student in accordance with Policy 5751
11. College visitation
12. Absences due to a student's placement in foster care or change in foster care placement or any court proceedings related to their foster care status
13. Absences due to a student being homeless

An Unexcused Absence exists when a student is absent from school with his/her parents knowledge, but for a reason deemed to be unacceptable by the administration.

Absences - What constitutes an absence?

1. Absences include the VALID reasons cited in an earlier section.
2. Students must be in class more than half a period or they will be considered absent for the entire period.
3. Planned absence days are considered absent days when determining the total number of days absent from class for any period of time.
4. Time spent in ISA (In-School Assignment) will not count against the student's class absence provided

class work assigned is attempted/completed per direction of the classroom teacher and/or ISA monitor.

5. Days suspended out-of-school are counted as absences from school.
6. School related activities or functions are not counted as an absence from class--for example: calls from the office, assemblies, field trips, sporting events, contests, etc. that are scheduled during school hours.

Notification of attendance problems:

1. Parents and students will be notified of attendance problems prior to truancy being filed.
2. Means of notification:
    a. Contact from Attendance Office.
    b. Days absent will be noted on nine weeks grade cards.
    c. A certified letter will be sent home when a student has met the criteria established by HB410 for notification.
    d. Attendance Intervention Team meetings used as the need arises.

General Absence Procedures

In every case of a foreseen absence an attempt should be made to have the absence excused in advance. Parents/Guardians are to notify the school attendance office of an absence by using the School Messenger/SafeArrival reporting system or calling the **Attendance Office at 740-4715, before 9:00 a.m.** After 9:00 a.m., the attendance secretary will attempt to contact a parent or guardian at home or at work through the automated School Messenger system to clear the absence. In the event that phone contact is not made, the student must submit a written note from a parent or guardian to the attendance office upon returning to school. **Parents must contact the attendance office using SchoolMessenger/SafeArrival or over the phone when a student is leaving school for illness or appointments.** Students leaving during the school day **MUST** report to the main office for a pass and scan out as **Early Dismissal**. Students are **NOT** permitted to scan out under **Open Campus** and leave for the day as **Early Dismissal**. This will be marked as an unexcused absence and treated as a class cut.

Make-Up Work

When a student returns from an absence, it is his/her responsibility to make arrangements for completing make-up work. Generally, students will be allowed one day make-up time for each day absent, but exceptions may be made with the approval of the teacher.

Home Instruction

Procedures for Home Instruction of a student should begin when it is suspected that the student might be out of school for **10 or more consecutive school days** due to illness. These procedures are available through the School Counseling Office.

Tardiness to School/Class

Each student is expected to report to school on-time every day prepared to demonstrate learning. Tardiness and absences will be subject to disciplinary action as defined in the Student Code of Conduct. Examples of tardiness may include: car problems, over sleeping, unexcused personal reasons, and any tardiness to class without a valid excuse (as determined by the attendance office). If a student is ill during the morning and a parent chooses to call them in as **arriving late to school** they will be marked accordingly in daily attendance.

A tardy is defined as **arrival to class** after the tardy bell has rung. A student should be in their seat prior to the bell sounding to avoid being tardy to school. Students may receive a **Tardy** if they arrive after the tardy bell and prior to the end of 1st period. Students who have a 1st period class and arrive after the 2nd period bell will be marked as unexcused absent for the time they missed. Students who have Open Campus/LateArrival 1st (or 2nd) period and arrive late to their first class of the day will be marked as Classroom Tardy. Students in this

scenario will be treated as if they are arriving late from Open Campus. If a student arrives late from Open Campus 3 or more times their Open Campus Privilege may be removed or an alternative consequence may be enforced (See Open Campus / Student Privilege Section).

Students must have a hall pass from their last class when late to their next class if a tardy is to be avoided. If a student is tardy, they should report immediately to their assigned class where the teacher will record the tardy and respond appropriately to the violation. Any classroom tardy beyond FIVE (5) minutes may be considered a "class cut" and referred to the assistant principal's office.

As the student accumulates **tardies** to school the following consequences may result:

1. Tardies 1-3 = Warning
2. Tardies 4 = Before / After School Detention
3. Tardies 5-6 = Warnings
4. Tardy 7 = ½ Saturday School Detention
5. Tardies 8-9 = Warnings
6. Tardy 10 = Saturday School Detention
7. Tardies Over 10 = Tardy Plan = Loss of Open Campus / Study Hall / Cafe Privileges

Student Privileges may be revoked after the 5th unexcused tardy. This process will reset each quarter.

Planned Absences

Absence for a family trip or vacation, extracurricular activities, non-school sponsored activities, college visitations, etc., is to be considered a Planned Absence. **An Advance Notice of Absence is to be completed and submitted to the Assistant Principals' Offices prior to the scheduled absence from school.** Care should be given when planning a vacation during the school year because a student's grades may be adversely affected (Planned Absences may be denied by an administrator if a student has exceeded 65 total absence hours in a school year).

The following criterion applies to all requests for Planned Absences:

1. Planned absences are not to be requested during those days established for any building level assessments. (eg. National, State, and Building Assessments)
2. It will be the student's responsibility to make arrangements for makeup work and/or tests missed upon return to school. Teachers will not be expected to tutor individual pupils.
3. All work and/or tests are expected to be made up in the prescribed period of time. Failure to provide evidence of learning may result in zero (O) credit. Extensions to deadlines are at the teacher's discretion.
4. Excessive absences may require individual tutoring at the parents' expense.
5. A college official must verify that a college visit has been successfully completed.

Attendance Policy Guidelines

Student attendance will be recorded each period of the school day by a designated staff member. The student may be required to participate in an absence intervention program if they exceed an attendance threshold during the school year. The absence intervention team will be composed of an assistant principal, counselor, a faculty representative, and a parent or guardian.

Truancy

Truancy is defined as absence from school and/or any part of a class without parents' and/or a school official's knowledge or permission.

A student is considered to have ***excessive absences*** when the student has been absent for at least:

- 38 hours in one month regardless of excuse; or
- 65 hours in one school year regardless of excuse.

Students who have surpassed a threshold for **excessive absenteeism** may be required by an administrator to participate in an absence intervention meeting or provide written documentation from a professional to excuse any absences moving forward.

A student is considered ***habitually truant*** when the student has been absent for at least:

- 30 consecutive hours without a legitimate excuse;
- 42 hours in one month without a legitimate excuse;
- 72 hours in one school year without a legitimate excuse;

Notice will be sent to a parent or legal guardian within seven school days of the absence that triggers the habitual truancy designation. Habitually truant students shall be required to participate in an absence intervention program.

Medical Appointments

Appointments for medical and dental visits during the school day must follow the established procedure:

1. A parent must submit an absence on SchoolMessenger/SafeArrival with a note from a medical provider attached or call the Attendance Office prior to, or the morning of, an appointment. A student who is leaving early for an appointment **must** pick up a signed release slip from the attendance office and then scan out of the auditorium or main entrance doors. A time of return will be needed in order to ensure the student's arrival back to school.
2. The student will be listed on the absence list for the time missing school.
3. The student must scan back into the building upon returning to school.
4. Emergency appointments will require a parent call prior to the student leaving; verification from the doctor's office may be requested by the Attendance Office upon return to school.
5. Failure to follow the procedure will result in the absence from school being marked as unexcused.

Field Trips

Field trips are academic activities that are held off school grounds. There are also other trips that are part of the school's co curricular and extra-curricular programs. No student may participate in any school-sponsored trip without parent consent and a medical emergency form on file. Participation in a field trip is a privilege and may be denied by the administration due to academic, behavior, or attendance concerns. Students must have all emergency medical information on file prior to attending any field trip or school functions (ie. Dances, Clubs, Extracurricular).

Students participating in field trips are responsible for all work assigned while they are out. It is the responsibility of the student to coordinate make-up work and due dates with their teachers. Extensions to assignments in relation to the absence policy are at the teacher's discretion. Assignments given prior to the Field Trip have deadlines that are not subject to change.

STUDENT SERVICES

School Counseling Department

Each student will be assigned a school counselor who will be available to assist him/her in making academic, vocational and personal choices. The counseling staff is also responsible for maintaining student records, planning and scheduling informational meetings, and coordinating the testing program. Students who need to see their counselor during the school day should visit the counseling office before school, after school, during study hall or lunch to schedule an appointment. In an emergency situation, the student should check with the counseling secretary who will help secure a counselor's assistance immediately. Students and parents are encouraged to contact counselors with questions or problems at 740-4720.

Change of Phone Number / Address / Custody

Any change of address, telephone number, or CUSTODY during the school year must be reported to the School Counseling Office at 740-4720. Proper documentation must be presented for the student records.

Board Approved Student Fees

The chart below contains the Board of Education approved Student Fees for the 2026-2027 School Year. Student fees should be paid regularly and accounts should be kept up to date to avoid large balances. Activities such as, participation in extracurriculars, school dances, and student privilege opportunities (open campus and driving privileges) may be withheld from students until student fees are brought up to date and previous years balances are paid.

HS Student Fees For 2026-2027						
Grade	**General**	**Tech**	**TOTAL**	**Parking (Opt)**	**Parking CVCC**	**Instrument Rental***
12	$ 80.00	$ 30.00	$ 110.00	$ 60.00	$ 30.00	$ 70.00
11	$ 80.00	$ 30.00	$ 110.00	$ 60.00	$ 30.00	$ 70.00
10	$ 80.00	$ 30.00	$ 110.00			$ 70.00
9	$ 80.00	$ 30.00	$ 110.00			$ 70.00
CCP	$ 50.00	$ 30.00	$ 80.00			
CCP fee(above): *is in lieu of the general fee. Reduced to accommodate students attending classes off campus. Must take 3 more CCP classes per semester.*						
CCP Failure Fee: *If a student fails a CCP course, the District charges student for the total cost of the course.*						
AP Fee: *The District charges the amount assessed from the College Board + $1*						
Parking Fines:	1st thru 4th offense	$10	each offense			
	5th or more	$20	each offense			
*Instrument rental fee is per instrument if student rents a district owned instrument.						

Student Records and Directory Information

Student records shall be available only to students and their parents, eligible students, designated school officials, and designated school personnel, who have a legitimate educational interest in the information, or to other individuals or organizations as permitted by law. Both parents shall have equal access to student records unless stipulated otherwise by court order or law. In the case of eligible students, parents may be allowed access to the records without the student's consent, provided the student is considered a dependent under section 152 of the Internal Revenue Code. Only "directory information" regarding a student shall be released to any person or party, other than the student or his/her parent, without the written consent of the parent, or, if the student is an eligible student, without the written consent of the student, except to those persons or parties stipulated by the Board's policy and administrative guidelines and/or those specified in the law.

Each year the District provides public notice to students and their parents of the District's intent to make available, upon request, certain information known as "directory information." The Board designates as student "directory information": a student's name; address; telephone number; date and place of birth; 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; and scholarships. Directory information shall not be provided to any organization for profit-making purposes. The Board may disclose "directory information" on former students without student or parental consent. For information about parent and student rights to inspect, review and request amendments to educational records, or if parents/students believe their rights under Federal law have been violated, please contact the Director of Pupil Services at 740-4000. (BOE Policy 8330)

Student Privacy and Parental Access Information

The Board of Education respects the privacy rights of parents and their children. No student shall be required, as a part of the school program or the District's curriculum, without prior written consent of the student (if an adult, or an emancipated minor) or, if an unemancipated minor, his/her parents, to submit to or participate in any survey that reveals information concerning:

A. political affiliations or beliefs of the student or his/her parents:
B. mental or psychological problems of the student or his/her family;
C. sex behavior or attitudes;
D. illegal, anti-social, self-incriminating or demeaning behavior;
E. critical appraisals of other individuals with whom respondents have close family relationships;
F. legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
G. religious practices, affiliations, or beliefs of the student or his/her parents; or
H. income(other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program).

Additionally, parents have the right to inspect, upon request, any instructional material used as part of the educational curriculum of the student. The parent will have access to the instructional material within a reasonable period of time after the request is received by the building principal. The term instructional material means instructional content that is provided to a student, regardless of its format, including printed and representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or assessments.

The Board will not allow the collection, disclosure, or use of personal information collected from students for the purpose of marketing for commercial purposes or for selling that information (or otherwise providing that information to others for that purpose).

The Superintendent is directed to provide notice directly to parents of students enrolled in the District of the substantive content of this policy at least annually at the beginning of the school year, and within a reasonable period of time after any substantive change in this policy.

In addition, the Superintendent is directed to notify parents of students in the District, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when the administration of any survey by a third party that contains one or more of the items described in A through H above are scheduled or expected to be scheduled. (BOE Policy 2416)

Special Services

The services of a school psychologist, speech and hearing therapist, and academic tutors are available for those who qualify. In addition, a school nurse or health aide is available at regularly scheduled times. Questions should be directed to the counseling office 740-4720.

Cafeteria

The cafeteria will serve breakfast daily from 7:00 AM through 3rd period. Students may pay with cash daily or prepay using a check. Parents may also deposit money into their children's accounts using the payschoolscentral.com website. Information on using the PaySchools website and student balances can be found on the district website. Free and reduced meal applications can be found at payschoolscentral.com and completed at any time during the school year. Students will be issued and must use a PIN number when making purchases.

Food or Beverages in the Building

Students are responsible for helping to promote a clean, safe, and hygienic environment. While food and beverages are not restricted to the cafeteria, students who bring food or beverage items into the hallway or classrooms may be asked to dispose of these items at the teacher or staff members discretion. Doordashing or food delivery services of any kind are **Not** permitted during school hours. If a student forgets their lunch at home a parent may drop it in the main office for them with a note.

Clinic

All students are required to have an Emergency Medical Authorization form completed through FinalForms. A school clinic's purpose is to manage minor illness and injuries.

Medication Taken at School

If possible, all medications should be given to all students at home. If it is necessary for a student to take medication during school hours parents/guardians may come to school and administer medication to their student OR the following conditions must be met:

- Prescription medication authorization forms need to have the physician section completed, including name of medication, dosage, and time of administration. There is a section for parents/guardians to complete. *These forms are available under the Health Services section of the District website.*
- Non-prescription medication authorization forms do not contain a physician section. Non-prescription medication authorizations are filled out entirely by the parent/guardian.
- Any medication must come to school in its original sealed container with the child's name on it. Pharmacies will provide 2 bottles when asked.
- An adult needs to bring the medication to the clinic. Students must not carry medications on the bus.
- The FIRST dose of any medication must be administered at home.
- Medication authorization forms must be completed each year or as medical needs arise.
- Asthma inhalers, epinephrine autoinjectors, and medication to treat diabetes may be carried and used by students with an Emergency Action Plan on file. Emergency Action Plans provide written authorization for self administration of these medications from the physician and the parent/guardian. (BOE 5330, 5336)
- Medication must be picked up at the end of the year or it will be discarded. (BOE Policy 5330)

Illness/Fever

A student will be sent home from the clinic if they display a temperature of 100.0 degrees or higher. Note that the child should be fever-free for 24 hours without taking fever-reducing medication before returning to school. A student will be sent home from the clinic if they are vomiting. Twenty-four hours should pass from the last episode of vomiting before returning to school. If a child is started on an antibiotic for a communicable disease, they need to receive 24 hours of the medication before returning to school.

Vision/Hearing

The Brecksville-Broadview Heights City School District does not plan or conduct non-emergency invasive physical examinations or screenings. This does not include vision and hearing screenings.

Vision and hearing screening is offered for all students in Kindergarten, first grade, third grade, fifth grade, seventh grade (vision ONLY), 9th grade,11th grade.

Injury/Health Care Needs

Students with specific health care needs should deliver written notice about such needs, along with physician documentation to the school clinic.

Misuse of the Clinic

Use of the clinic is for students who are ill or have a medical need. Students who are found to be misusing the clinic for any reason (loitering, class avoidance, etc.) may receive a consequence in alignment with the

student code of conduct for their actions.

If there are additional questions regarding the school clinic, please reach out to the District Health Care Coordinator.

Risk Reduction Program

The Board of Education believes that the employees and students of this District, as well as visitors, are entitled to function in an environment as free from hazards as can reasonably be provided. In this regard and in accordance with law, the Board will provide reasonable and adequate protection to the lives, safety, and health of its employees and students, in compliance with Federal and State laws and regulations. The Director of Business Services shall ascertain that the employees and students of this District are aware of their rights to an environment free of recognized hazards, that they are properly trained in safety methods, that protective devices and equipment are available to meet safety standards, and that proper rules and records are maintained to meet the requirements of the law and the regulations of the Public Employees Risk Reduction Advisory Commission. (BOE Policy 7430)

Transportation

For the safety of all concerned, students who ride the buses must adhere to the following rules:

1. No one shall interfere with the driver's operation of the bus.
2. No unauthorized person shall sit in the driver's seat or operate any controls.
3. The driver has the authority to assign seats.
4. Students must board and leave the bus at their designated bus stop unless they have parental and administrative permission. Students shall proceed to and from their designated place of safety and follow all hand signals from the drivers.
5. Forbidden cargoes include animals, firearms, ammunition, explosives, flammable substances and all other dangerous materials or objects.
6. No one shall have in their possession any tobacco, vape, alcohol, or other illegal drugs or substances.
7. No one shall throw any objects on, from, or into the bus.
8. No one shall cause any part of their body to project from the bus window.
9. No one shall eat or drink while on the bus.
10. No one shall cause damage to any part of the bus.
11. Profane language and fighting are prohibited on the bus.
12. Noise shall be kept to a minimum at all times to insure safety.
13. Students must remain in their seats at all times.
14. No one shall dispense any aerosol sprays or perfumes while on the bus.

The driver has the authority to enforce the above rules and regulations. Students shall conduct themselves on the school bus as they would in the classroom. Reasonable conversation is permissible. Continued disorderly conduct or refusal to obey the driver may be sufficient reason for losing the privilege of riding the bus to and from school and for extracurricular activities and field trips. Failure to comply with the above will result in disciplinary action.

Extracurricular Programs

Participation in extracurricular programs is an important aspect of a student's total education. Student government, clubs, performing groups, service organizations, athletics and other types of competition groups give students an opportunity to succeed in areas where they have special interest or talent. We are proud of the many activities offered to our students and encourage their participation. Clubs and Activities may be added and approved throughout the school year. Students interested in starting a club should complete the Club and Activity Approval Form. Please check the High School Activities Page for an updated list of clubs and activities throughout the year.

Student Organization Social Media Disclaimer

Students who create, manage, or contribute to social media accounts that reference, represent, or reasonably imply an affiliation with Brecksville-Broadview Heights High School or any school-sponsored team, club, or organization are subject to school oversight. Such accounts must comply with the expectations and standards outlined in the Student Code of Conduct.

Content posted on these accounts must reflect the positive values, character, and reputation of the school community. Social media activity that is inconsistent with these expectations, or that materially disrupts the school environment, may result in school disciplinary action. This includes, but is not limited to, content that is inappropriate, harmful, harassing, discriminatory, or otherwise inconsistent with school standards

The use of disclaimers (e.g., statements asserting that an account is "not affiliated" with the school) does not exempt students from responsibility. If an account's name, content, or context reasonably suggests a connection to the school or its organizations, student managers and contributors remain subject to school policies and disciplinary procedures.

Athletics

As members of the Suburban League, the Bees compete in a number of sports on the varsity, junior varsity and freshman levels. Listed below are team sports sponsored by the school. In addition, some students have competed as individuals in other sports recognized by the Ohio High School Athletic Association. Admission to conference events is set by the Suburban League and established by its member schools.-Questions should be directed to the Athletic Office.

Boys Sports	Girls Sports
Baseball	Basketball
Basketball	Bowling
Bowling	Cheerleading (Co-ed)
Cross Country	Cross Country
Football	Golf
Golf	Gymnastics
Lacrosse	Lacrosse
Soccer	Soccer
Swimming	Softball
Tennis	Swimming
Track	Tennis
Volleyball	Track
Wrestling	Volleyball

Interscholastic Extracurricular Eligibility

Eligibility requirements for participating in athletic programs conform to the policies, rules/regulations, and limitations outlined by the Ohio High School Athletic Association. Specifically, student-athletes must be passing at least **five (5)** full credit equivalent courses each grading period to remain eligible. Keep in mind that all PE classes are .25 credit for a semester. The grades of each grading period (quarter grades) will be used to determine eligibility. The eligibility of a student will continue until the grades are released to the athletic office, at which time the grades from the immediately preceding grading period become effective. Incoming freshmen must have passed 75% of their classes in the fourth quarter of the previous year to participate in fall athletic activities. EXCEPTION: Eligibility or ineligibility for the first grading period commences with the start of the fall sports season.

Students who participate in interscholastic athletics and extracurricular activities are also subject to the rules of the Brecksville-Broadview Heights Drug, Alcohol, and Tobacco Policy. The policy is discussed with all participants at the beginning of their season and/or activity. Parents of student-athletes will also discuss the policy at their initial meeting with the school's athletic trainer. Copies are also available in the athletic office or from extracurricular advisors.

In order to participate in extracurricular activities, students must meet the following attendance requirements, and follow the procedures for any possible excusals.

1. Attendance Requirements:

To be eligible for participation in after-school extracurricular activities the day of an absence, students must attend school for a minimum of 50% of the school day or 3 consecutive class periods.

Annually students who exceed the state allotted 65 hours of excused absences may be placed on an absence intervention plan that may require them to meet specific requirements outlined in their intervention plan to continue participation in extracurricular activities.

2. Exceptions for Approved Appointments:

The administration understands that circumstances may arise in which a student must miss school due to a medical, dental, or college visit. In such cases, students may be granted full participation opportunities in after-school extracurricular programming provided that the student provides valid documentation of the appointment. This documentation should include the date and time of the appointment, and come from a verified source such as the student's medical provider or a college admissions office. The student must also return to school immediately after the appointment, unless specific exceptions are granted by the school administration due to extenuating circumstances.

3. Process for Requesting an Exception:

If a student requires an exception to the minimum attendance requirement they must follow these steps:
Inform the school administration, preferably in advance, about the upcoming appointment and the expected time of return. Provide the necessary documentation to verify the appointment. Adhere to any additional conditions or requirements communicated by the school administration regarding their return to school or participation in after-school activities.

Participation in extra-curricular activities/interscholastic sports is a privilege, and not a right. Therefore the Board of Education authorizes the Superintendent, principals, assistant principals, athletic director, and other authorized personnel employed by the District to supervise or coach a student activity program, to prohibit a student from participating in any particular or all extra-curricular activities of the District for offenses or violations of the Student Code of Conduct in accordance with the provisions of Policy 5530.01 In addition, participating student athletes are further subject to the extracurricular student Code of Conduct and may be prohibited from participating in all or part of any extra-curricular/interscholastic activity for violations therein. Students prohibited from participation in all or part of any extracurricular activity are not entitled to further notice, hearing or appeal rights. (Policy 5610.05)

Athletic Spectator Code of Conduct

1. I will cheer for my team, not against my opponents.
2. As a spectator I am here as a guest of the school and will conduct myself with respectful enthusiasm.
3. I will respect the decisions of game officials even when I do not agree with them.
4. I will not criticize or demean coaches or players.
5. I will respect the welfare of the players, other spectators and the facility. I will realize that any action which threatens this welfare (throwing objects, physical or verbal attacks and game disruptions) will be cause for ejection from the premises. I also realize that I may be denied the privilege of attending

future games.

Dance Rules

Student dances have become a very popular extracurricular activity at Brecksville-Broadview Heights High School. The dances are an enjoyable fund raising activity for the sponsoring school organizations and they also provide students with an excellent opportunity to meet socially.

In an effort to make these dances a positive experience for all students, the following guidelines will be followed:

1. Students must have emergency medical information on file prior to attending any dance.
2. All school rules are in effect, whether the dance is on school property or not.
3. Once a student leaves the dance he/she is not allowed to return. No money will be refunded.
4. Students are expected to obey the requests of all chaperones, security officers, and other school personnel.
5. Dancing while on someone's shoulders is prohibited. Additionally, "moshing," "break dancing," and similar styles of dancing which encourage pushing, throwing, etc. others are not permissible. Sexually suggestive styles of dancing or "grinding" will not be permitted.
6. Students' behavior should be such as not to endanger or bother other students.
7. Students must be in 9th grade or higher.
8. Students who test positive with the alcohol sensor are subject to the BBHHS Student Code of Conduct which includes possible suspension and expulsion from school. Parents and the Broadview Heights Police Department would be contacted.
9. Students who refuse to test with the alcohol sensor are subject to the insubordination clause of the BBHHS Student Code of Conduct which may result in suspension from school and they will not be admitted to the dance. Parents will be contacted.
10. **No Guest Affidavits will be accepted at the door of the dance. All affidavits must be submitted prior to the event.**
11. **Ticket Sales Shall End 48 Hours <u>PRIOR</u> To All Dances. No tickets will be sold at the door.** See an administrator if you have any questions.

Anyone violating these rules or the Code of Conduct will be removed from the dance and may be subject to further disciplinary action. All students should provide school identification upon request. Guests from outside our high school must be approved in advance by completing and submitting the appropriate Dance Affidavit form available in the assistant principals' office.

Dance Attire

Minimal standard of dress for dances must comply with the school dress code. Fall and Winter Dance attire for students and their guests is semi formal attire fitting of the event. Jeans and tennis shoes are prohibited. Formal wear is worn to Prom. Any deviation from these standards would need to be approved by the administration in advance.

AROUND THE BUILDING

Emergency Procedures

Fire Drills: When the fire alarm sounds, all building occupants must leave the building in a quiet, orderly, safe manner. Exit directions are posted in each classroom and activity area. Fire drills are conducted throughout the

year in accordance with Ohio Revised Code.

Tornado Drills: Tornado drills are conducted during the months when tornadoes are most likely to occur. Building occupants are to proceed quickly and quietly to their designated safety area and await instructions.

Intruder Drills: Intruder drills will be conducted in accordance with Ohio Revised Code. Building occupants are to proceed quickly and quietly to their designated safety area. This drill may require evacuating the building.

School Safety and Reporting

BBHCSD has chosen to use the Safer Ohio School Tipline as a way for students to report issues concerning safety of all members of the school community. Students can make a report on any of the following:

- Safety threats, bullying, harassment or intimidation at school
- Safety threats, bullying, harassment or intimidation outside of school
- Cyberbullying; Facebook, Instagram, YouTube, etc.
- Fights, drugs, alcohol or weapons at school

A report can be submitted by going to app.saferohioschooltipline.com, emailing tip@saferohioschooltipline.com, or calling 844-723-3764. Reports can be made using your name or anonymously. It is always more helpful to state your name when making a report as this allows school personnel to follow up with you if you have questions.

Driving to School

Driving to school and parking in the student lot is a privilege that requires adherence to certain rules and regulations. These rules, as listed below, are stated on the application for the driving permit and are handed to the students when they receive their permits. The student's and parent's signature indicates knowledge of and agreement to comply with these rules and regulations. Application forms are available from the Assistant Principals' Office--the cost of a parking permit for the school year is $60. Fees will be prorated several times throughout the school year in accordance with information on the parking application.

Students who drive to school without proper authorization will be immediately assessed the full price of a parking permit to their student fee account. Students who need to drive on an occasional basis (doctor's appointment, club meeting, special help from a teacher, etc.) may obtain a temporary permit from the Main Office. Reckless or improper operation while on campus, driving unregistered vehicles, or parking in non-designated spots will also result in disciplinary action that may include: adhesive warning stickers affixed to the vehicle, temporary or permanent loss of driving privileges, detention, Saturday school assignment, and/or an in-school assignment. Unauthorized vehicles parked on school grounds are subject to towing at the owner's expense. Drivers of vehicles parked in unauthorized areas will be assessed a $10 fine for the first five (5) offenses and then a $20 fine for each successive violation (e.g., TLC lot, staff lot, handicapped, fire lane, grass) these fees will be directly added to the student fees account.

Rules and Regulations for Student Drivers

1. Only students who **currently have a valid driver's** licence are permitted to obtain a parking permit.
2. Parking permits are non-transferable. Only a student who is registered and hangs an authorized permit on the rearview mirror will be permitted to park in the designated student lots. All others will be told to leave the grounds and return without the car. Any missed school time will be considered as unexcused. Students who falsify a parking permit will be subject to severe disciplinary consequences. Student cars are not to be parked in any other area of the campus or grounds—including grassy areas.
3. **Students who park in the faculty lot will be assessed a fine of $10 for their initial 3 violations. A fine of $20 will be issued for each additional instance**.
4. The speed limit on school district property is 10 m.p.h. Drive slowly and carefully. Speeding and/or reckless operation of a vehicle will result in disciplinary and/or police action. Driving behind the school is strictly prohibited.

5. Drivers are to park properly, one space per vehicle, between the designated lines. Drivers are not to park in handicapped or in fire lanes.
6. Students should park, lock their vehicles and go directly into the building—loitering in the parking lot is prohibited.
7. Students are not permitted to smoke/vape or engage in any disruptive behavior while in vehicles on school grounds.
8. Students are hereby advised that vehicles parked on school grounds are subject to search at any time and may be subjected to random canine search.
9. A student must have permission to return to his/her car during the school day.
10. It becomes the student's responsibility to arrive at school on time. The attendance office will not excuse students who arrive late due to a flat tire, engine trouble, or other transportation related excuses.
11. Give buses the right-of-way. Use extreme caution around school buses.
12. Follow the proper traffic pattern. At posted times, traffic flow will be in one direction heading up the hill to the front of the building to ensure the safety of all students. Pedestrians have the right of way in a crosswalk. All parents and students are expected to exit campus through the Board of Education driveway and must turn right onto Mill Road. Students must exit in single file order. Crossing the yellow line or doubling up is not permitted.
13. Neither Brecksville-Broadview Heights High School nor Brecksville-Broadview Heights City School District will be responsible for any damage or loss incurred while student vehicles are parked in the student parking lots. Lock your vehicle.
14. Violations of these rules and regulations could result in being ticketed, loss of permit, or be towed from campus.

Student Drop-Off/Pick-Up

Students dropped off in the morning should not be here before 6:45a.m. and should report directly to the cafeteria. After school, students should not be in the building after 3:00p.m. unless under the direct supervision of a teacher or adult advisor.

Fines for Misuse of School Property

In accordance with Section 3313.642, Revised Code of the State of Ohio, the following policy is in effect:

A. Students and their parents are liable for payment of loss, damage, or destruction of school apparatus, equipment, musical instruments, library materials, textbooks and school buildings.
B. A fine will be assessed against any pupil to cover the cost of replacement or repair for such loss or damage.
C. Any student who is responsible for the loss or destruction of a textbook will be requested to reimburse the school at the current replacement cost of that textbook. If the textbook has been in use in our district for over five years, the student will be asked to reimburse the district at 50% of the replacement cost.
D. Schedules, grades and credits may be withheld by the principal until the fine is paid.

Service/Leadership Opportunities

Students are encouraged to work as office aides, media center aides, tutors, participate in fundraising or work in any other way to enhance their school records in service and citizenship. The National Honor Society uses service as a qualification for membership. Colleges ask for records of community service. Students begin to accumulate service in the 9th grade. Leadership opportunities exist in serving as officers of a class, club or committee. Get involved!

Student Privilege and Open Campus

Students may complete an application for student privileges through the Assistant Principal's Office and upload the form to the '26-'27 Open Campus Request Form linked here. Students may not begin to utilize Open

Campus or Student Privileges until they appear on their schedule in PowerSchool. Taking Open Campus Privileges without permission may prevent students from receiving Open Campus for the remainder of the school year. Students who demonstrate responsible behavior, maintain good academic standing, and have acceptable attendance will earn privileges. These privileges will be accessible for students in grades 10, 11, or 12 that have exhibited responsible behaviors and are in good academic standing. Applications will be reviewed at the beginning of each quarter. Privileges will be revoked at any time for violating the student code of conduct and for attendance or academic concerns. The following qualifications must be met for Open Campus privileges to be awarded:

- Students must be in grades 10-12
    - (**Students in grade 10 may only have Late Arrival or Early Release)**
- GPA above a 2.5 during the preceding quarter;
- Passed all courses during the preceding quarter;
- Fewer than 10 total tardies (excused and unexcused) to school during the preceding quarter;
- Completed all sections in Final Forms & signed off on the student handbook.
- Have all school fees from the previous school year paid in full, or have arrangements with a principal.
- **NO Schedule changes will be made to accommodate Open Campus.**
- **Final administrative approval for student privilege must be received before leaving campus. If a student leaves campus without receiving confirmation of their student privilege approval, they will have a day added to their time waiting for approval for each day taken without permission.**

Open Campus Privileges may be **revoked** at any time for any of the following reasons:

- Attendance Problems;
- 3 or more **lates/tardies** on arrival/return from Open Campus within a quarter;
- Disciplinary Referral;
- Parking Issues;
- Failure to maintain good academic standing;
- Failure to comply with the expectations of the Student Privilege Program.

Media Center

Hours of Access: 7:10 AM TO 3:00 PM If a student needs to use the media center for an extended period after school, arrangements can be made with the Media Specialist. Students who do not behave in a suitable manner will be referred to the Assistant Principal's Office.

Lockers

Each student is able to request a hallway locker at the start of the school year. Students are to use only the locker that has been assigned to them and only the built-in combination lock—**DO NOT SHARE!** Lockers should be kept clean at all times. Leave non-essential valuables at home. Report damaged lockers to the assistant principals' office. Lockers are school property and are under the jurisdiction of school personnel. They are NOT the personal or private property of any individual and carry no expectation of privacy for the students who occupy them.

1. The school is not responsible for any missing property.
2. The administration reserves the right to inspect any locker.

Search and Seizure

The Board or its designee reserves the right to search the locker, desk, person, and personal property of a student on school grounds, in school vehicles or at any school activity when it is reasonably necessary for the maintenance of order, discipline and safety in the supervision and education of students. At the beginning of the school year, students will be informed that their lockers, desk, persons and personal belongings, including, but not limited to, purse, athletic bags, and articles of clothing in the locker, are subject to search at any time and without warning. The High School administration may utilize assistive technology such as a hand wand, vapor detector, or breath alcohol sensor when conducting searches to ensure the safety of the individual and all

building occupants. Searches will be ***based upon reasonable suspicion***. In determining whether there is reasonable suspicion, the following factors will be taken into consideration but not limited to: the age, history and school record of the student, the prevalence and seriousness of the problems, the need to avoid delay; and the reliability of the information on which suspicion is based.

The Brecksville-Broadview Heights School District, as part of its overall safety and security program, may from time to time during the school year request law enforcement agencies to assist the district in detecting the presence of illegal drugs and/or weapons in our school. The district and/or law enforcement officials are authorized by the Board to use dogs trained in detecting the presence of drugs or weapons to patrol school facilities, premises, and parking lots. Such patrols may be random in nature.

Any time a dog alerts to a particular vehicle, locker or other container, it will be considered to create reasonable suspicion to search the vehicle, locker or other container in accordance with established procedures. Dogs will not be used to search human beings.

Surveillance Cameras

Students are duly informed that their behavior may be monitored on school property and/or adjacent property by security cameras.

Student Behavior for Substitute Teachers

Substitute teachers are guests in our school. They have a very difficult job to perform and students are expected to give them the utmost respect and cooperation. Students misbehaving for substitute teachers will be disciplined accordingly.

Lost and Found

When something is lost, an Items Lost or Stolen form should be filled out in the Assistant Principals' Office. The Lost and Found is located near the main lobby restrooms. Please turn in items that you have found there or valuables such as phones and wallets to the main office.

Hall Traffic and Hall Passes

Students should not be disruptive in the halls. Shouting, loud talking, running or other inappropriate behavior will not be tolerated. Students in the halls during classes MUST have a hall pass signed by a teacher/staff member. Students who work in a school office will wear proper identification.

Elevator

Elevators are to be used by students and staff members that may need them to access their daily schedule, but are unable to do so because of a physical limitation or a need to transport large items in one trip. Students who are found to be riding elevators without a need or misusing them may receive a school consequence.

Leaving the Building

Brecksville-Broadview Heights High School has a privilege based open campus system. No student without Open Campus may leave the building at any time without permission. This includes, but is not limited to, going to your car, the Middle School property, athletic areas, or any private property that borders school property. Students who leave school without permission will be considered truant and subject to disciplinary consequences.

Personal Communication Device (PCD) Policy

Ohio House Bill 250, was signed into law in May of 2024, the bill requires all Ohio school districts to adopt

policies limiting cell phone use during school hours to reduce distractions, improve focus, and support student mental health; in response, Brecksville-Broadview Heights High School developed clear, collaboratively designed protocols that rely on consistent enforcement by all staff to create a safe, productive learning environment and ensure that expectations are uniformly understood and applied across the building's designated cell phone zones. The building is divided into 2 zones (Red and Green).

Red Zones:

1. Red Zones include Classrooms (Including Small Group Study Halls and Instructional Rooms), Restrooms, Locker-Rooms.
2. Students will store cell phones/earbuds in storage bins provided by the teacher and located within a secure area in the classroom for the entirety of the instructional period.
    a. Students are expected to store their cell phone/earbuds in these storage bins before the instructional period begins upon entering the classroom.
    b. Cell phones/earbuds are to remain in these storage areas for the entirety of the instructional period and are not to be accessed by students until instructional activities are completed (less than 3 min. of class remaining).
    c. Staff are discouraged from using cell phones as part of instructional activities unless absolutely necessary in the case of such activities such as video production, photo, etc. in which they are used for an academic purpose.
    d. Students who need access to their cell phones for medical and our IEP-based services will be granted access to their phones and may retain them on their purpose/their bag.
3. Students leaving the room to use the restroom are not permitted to take their phones with them to the restroom.
4. Students entering restrooms during non-academic times are not to use their cell phones while in the restroom/locker-room and are to keep them put away on their person.
5. Students who are found to be in violation of cell phone/earbud use in Red Zone areas will be subject to progressive disciplinary action for insubordination in alignment with the Student Code of Conduct. Violations of this policy will result in potential consequences, including:
    a. Detention
    b. Saturday School Assignment
    c. Loss of Open Campus Privilege
    d. In-School Restriction
    e. Out of School Suspension

Green Zones:

1. Green Zones include Cafeteria, Hallways, and Large Group Study Halls.
2. Students may use these items in alignment with appropriate use standards of school-appropriate behavior.
3. When leaving these areas and entering a red zone (classrooms/restrooms/locker rooms) the itemsare to be immediately stored in the appropriate storage area.

BBHHS cannot be held responsible for lost or stolen electronic devices—these items should be clearly and securely marked for identification. During classroom instruction items such as laptops, earbuds, and graphing calculators may be permitted if they enhance teaching and learning and facilitate academic work. All electronic devices are subject to search and seizure policies of the district. For safety and academic purposes, students are strongly discouraged from wearing earbuds during hallway travel and in the academic settings. All students should remove earbuds during instructional times or when directed by the teacher.

BBHCSD Student Dress Code/Student Attire

Student dress and grooming should be such that it does not detract from the educational process or have a detrimental effect on the governance and discipline of the school; therefore, students are expected to meet reasonable standards in their dress and grooming.

The following items are considered inappropriate during school hours:

- sun glasses
- bare midriff clothing
- sagging pants below the hip bone
- clothing that displays reference to tobacco products, alcoholic beverages, drugs or other illegal items
- clothing that depicts violence or is associated with gang activity
- clothing that contains sexual innuendo
- all outerwear must cover underwear
- Any tattoo determined to be profane, lewd or obscene shall be covered.
- transparent clothing

Outdoor apparel (coats, vests and jackets) should be placed in the student's locker for the duration of the day. Students who consider the building to be cold should wear sweaters or sweatshirts.

Any student who dresses inappropriately will be referred to the administration. Final decisions concerning standards of grooming will rest with the administration.

Student Publications

Publications such as the student newspaper, literary magazine and yearbook are part of the overall school program and subject to editorial control by the school's authorities.

Signs and Posters

Any student or group wishing to display signs or posters in the building MUST obtain permission from an administrator. All signs must be on the bulletin boards. Signs taped to the walls will be removed nightly.

Study Hall

The purpose and function of study hall is to provide students with the opportunity to be better prepared for their academic studies. If assigned to a study hall students **must** report to the study hall for attendance daily. Failure to attend study hall will be considered a class cut.

Visitors

All visitors to the high school must sign-in and obtain a Visitor's Pass from the main office. Alumni may visit after 2:45 p.m. Visitors are required to provide a Government issued ID which may include a criminal background check. Visits by students from other schools are prohibited. Exceptions at the discretion of the administration may be considered for students contemplating attending BBHHS with an advanced request and parental contact or for out-of-state guests upon presentation of a written request from the BBHHS student's parent/guardian prior to the date of the visit. (BOE Policy 9150)

BEE -TV

Announcements concerning school activities are televised daily by students during the lunch period. Student groups who want an announcement read should obtain a form from the BEE-TV studio and have it signed by their advisor.

Rights and Responsibilities

A student's main goal in school is to get an education. It is the responsibility of the school to provide that education and to prevent anyone from interfering with the achievement of that goal. Most discipline problems in school center around students disrupting others. Teachers will handle disciplinary offenses through a variety of methods. These include conferences with students, contacting parents, assigning detentions, referral to the office, or any other suitable method they deem appropriate to the situation.

In this handbook are the rules and regulations designed to maintain order and discipline necessary for effective learning and to convey the school's expectations. Students may act, speak, or behave as responsible citizens within a large scope of options. Pupils have a right to reasonable treatment from the school and its employees. The school, in turn, has a right to expect reasonable behavior from students. Freedom carries with it responsibilities for all concerned.

Student Responsibilities

Good order and discipline will be achieved best through SELF-DISCIPLINE. Students should strive to:

1. Attend school each day to complete the course of study developed by the student and his/her parents.
2. Report for all scheduled classes promptly with assigned lessons and required materials.
3. Exhibit courtesy at all times to members of the school community.
4. Achieve all that is possible both academically and socially.
5. Treat school property with respect and care as well as the personal property of others. Assist in maintaining the cleanliness of our communities' building.
6. Present themselves according to the appearance code of the system.
7. Maintain high standards of thought, speech, and actions.
8. Respect the authority of all employees of the Brecksville-Broadview Heights City Schools.
9. Use only those facilities and areas designated for student use under teacher supervision.
10. Engage only in activities permitted on school property.

Whenever self-discipline fails, it is necessary for adult staff members to enforce good order and discipline.

Brecksville-Broadview Heights High School and Board of Education have adopted policies regarding violations of the Code of Conduct which they deem violent, disruptive, inappropriate and unacceptable. This code is intended to lessen or eliminate behavioral problems and protect students and teachers from frustrations, interruptions, and loss of time as a result of misconduct. It is important to know that the code applies to all students regardless of age and is in effect throughout the school day and includes school events/activities on or off school property.

BRECKSVILLE-BROADVIEW HEIGHTS CITY SCHOOL DISTRICT STUDENT CODE OF CONDUCT

This Code shall serve as a guide to all Brecksville-Broadview Heights City School District students. Violation by a student of any one or more of the rules of the Code of Conduct may result in disciplinary action which may include one or more of the following: warning, verbal reprimand, parental contact, working lunch, detention, Saturday school detention, community service, in-school suspension, referral to legal authorities, emergency removal, suspension, and/or expulsion.

The items in this Code apply to all students when under the authority of school personnel; on school-owned vehicles, during a school activity; whether on property-owned, rented, or maintained by another party. The Cuyahoga Valley Career Center is an extension of our school program; therefore, students who elect to attend the career center are subject to disciplinary action based upon the Student Code of Conduct of either Brecksville-Broadview Heights City School District and/or the Cuyahoga Valley Career Center. Consequently, conduct and/or involvement in any activity that may or does result in disciplinary action by one school may be grounds for disciplinary action by the other school. The items in this Code also apply to misconduct, regardless of where it occurs, that is directed against a District employee or official, or the property of such employee or official. The items in this Code also apply to misconduct, regardless of where it occurs, that is directed against a District student, employee or official, or the property of such student, employee or official, or otherwise causes

a substantial disruption with school activities or the overall educational mission of the District.

In the event that a student commits an offense that warrants expulsion, the Superintendent may initiate expulsion proceedings against the student even if the student withdraws from school before the Superintendent has held the hearings or made the decision to expel the student.

Suspension

Pursuant to Section 3313.66 of the Ohio Revised Code, the Superintendent, Principal or Assistant Principal may suspend a pupil from school for not more than ten (10) school days. A student suspension shall not extend beyond the current school year, if at the time the suspension is imposed, fewer than ten (10) days remain in the school year. The Superintendent may instead require a student to participate in a community service program or other alternative consequences for a number of hours equal to the remaining part of the period of the suspension. If the Superintendent elects to do so, the student shall be required to begin such community service program or alternative consequence during the first full week day of summer break.

During an out-of-school suspension, a student is not permitted on school property and may not attend any school sponsored activities. Students with repeat suspensions forego the opportunity to receive credit for work missed. Students serving a suspension shall be permitted to complete any classroom assignments missed because of the suspension for at least partial credit. If school is closed during this time, the suspension will occur on the next day school is in session.

Suspension may be imposed for violations of the rules and regulations appearing in the Code of Conduct and Board of Education policies on student behavior. However, conduct that is prohibited both as suspension and expulsion violation may subject the student to the greater penalty of expulsion depending on the nature and severity of the student's conduct. In all cases, the decision of which penalty to assess is left to the sole discretion of the appropriate District administrator.

Misconduct for which Suspension may be Imposed

Tobacco/Vaping: The use or possession of tobacco/vaping products, accessories for E-Cigarettes or similar type of paraphernalia in a school building, on or near a school campus, or at any sanctioned school activity on or off of the campus is prohibited. Violation of the rule will be shared with local authorities which may result in a fine.

Gambling: Students shall not participate in games of chance for money or other stakes, bookmaking, wagering, or any other form of gambling.

Honor Violations: Students shall not be involved in activities including, but not limited to: cheating, plagiarism, improper collusion, misuse of privileges, forgery, or falsification of information.

Trespassing: Students shall not enter upon school grounds or premises of a school building to which the student is not assigned, except with the express permission of the school principal of that building. Students may attend or participate in a Brecksville Broadview Heights City School District sponsored events. Students are not permitted to enter upon the grounds or premises of any Board of Education facility when the student has been placed on suspension, expulsion or removal without the express permission of the building principal. Students are not permitted in the school building at such times as the building is closed.

Misuse of Facilities and Equipment: Students shall not use school facilities and/or equipment for uses other than those which were intended. Students shall not damage, destroy or deface school property, or private property on school premises.

Disruption of School: Students shall not use violence, force, noise, coercion, threat, harassment,

intimidation, fear, passive resistance, or any other conduct, cause, attempt, or threaten to cause the disruption or obstruction of any mission, process, activity, or function of the school.

Use of Flame Producing Devices: The unauthorized use or possession of matches, lighters, or any other flame producing device on school property is prohibited.

Use of Profane, Indecent, or Obscene Language: Use of language of this type, whether written or verbal, directed toward or used in the presence of school personnel or students is prohibited. This shall include the use of obscene gestures, pictures and signs.

Failure to Complete Minor Disciplinary Sanction: A student who fails to complete an assigned minor disciplinary sanction such as Saturday school, in-school suspension, detention or working lunch will be subject to suspension.

Insubordination or Disrespect: Students who refuse to comply with the directions of school personnel or who talk back to, argue with, or make disrespectful comments toward any staff member or about a staff member will be subject to suspension.

Truancy: A student who misses school, including a study hall, class, lunch or any other assigned activity for part or all of a day without school authorization or who leaves the school building without administrative permission is subject to suspension.

Transmission of Prescription or Non-Prescription Medication: No student shall transmit or attempt to transmit any form of prescription or non-prescription medication to another student.

Fireworks, Smoke Bombs, or Other Similar Devices: No student shall possess, use or threaten to use fireworks, smoke bombs, or any other similar devices while on school property or while participating in any school sponsored activity.

Theft or Unauthorized Possession: Theft or unauthorized possession of school property or equipment, personal property of any District employee or of another student or visitor is grounds for suspension.

Fighting: Fighting among two or more students is grounds for suspension.

Harassment & Dating Violence: Students shall not engage in any obscene, abusive, profane or degrading gestures or expressions; racial, ethnic or religious prejudicial or disrespectful actions; harassment of any kind (including sexual) to any individual or group; intentional act of violence within a dating relationship; or intimidation (including bullying) and/or threats to an individual or group. This includes publication or distribution of materials meeting this description.

Assault: No student shall cause, attempt or threaten to cause physical injury to any person on school property or any school event.

Extortion: Students shall not solicit money or objects of value from other students for any reason.

Complicity: Students shall not be present or in such a position as to allow or assist another student to be in violation of any school rule. This specifically includes, but is not limited to student who serve as "look outs."

Motor Vehicle Violations: Students shall not engage in reckless, unsafe or unauthorized operation of a motor vehicle on school grounds or at school sponsored activities.

Appearance Code: Students shall not violate school rules pertaining to appearance and dress. Students shall attend dressed in a manner which is clean, not hazardous to their safety or the safety of others and which does not detract from the educational process.

Hazing: No student shall harass, persecute or participate in any act or acts or attempt to threaten, injure, disgrace, or tend to injure, degrade or disgrace any other student.

Gang Activity: Students shall not engage in any gang activity. Any indication of gang activity by the type of dress, apparel, activities, acts, behavior or manner of grooming, displayed, reflected, or participated in by a student is prohibited.

Gross Misconduct/Repeated or Flagrant Violations: Gross misconduct or repeated or flagrant violations of any school rule may result in suspension.

Violation of the Cuyahoga Valley Career Center's Student Code of Conduct: Any violation of the Cuyahoga Valley Career Center's Student Code of Conduct where suspension is normally considered appropriate is grounds for suspension from the Brecksville-Broadview Heights City School District.

Repeated Tardiness to class or school

Other Grounds for Suspension: Commission of any of the acts which are grounds for expulsion could also result in suspension and/or any acts that constitute a violation of Local, State, or Federal Law.

Expulsion

Pursuant to Section 3313.66 of the Ohio Revised Code, the Superintendent may expel a pupil from school attendance for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in the semester or term in which the instant it gives rise to the expulsion takes place. If at the time an expulsion is imposed there are fewer than eighty (80) school days remaining in the school year in which the incident that gives rise to the expulsion takes place, the superintendent or his/her designee may apply any remaining part or all of the period of the expulsion to the following year. Specific offenses involving firearms and knives capable of causing serious bodily injury shall result in the student's expulsion for one (1) year. The term of that expulsion may be reduced to less than one (1) year by the Superintendent for the reasons listed in Board policy. Specific offenses involving violent conduct may result in the student's expulsion for a period of up to one (1) year at the discretion of the Superintendent. Bomb threats may result in the student's expulsion for a period of up to one (1) year at the discretion of the Superintendent.

Misconduct for which Expulsion may be Imposed

Assault: To cause or attempt to threaten or cause physical injury to any person is grounds for expulsion.

Making False Fire Alarms and Bomb Threats: Students shall not, through written, electronic or verbal means disrupt or threaten to disrupt the educational process and/or endanger or threaten to endanger the safety of school occupants by means of false alarms and/or bomb threats.

Involvement with Alcoholic Beverages: A student shall not possess, transmit, buy, sell, conceal, use or be under the influence of any alcoholic beverage at any time the student is subject to the authority of the school. Use of an alcoholic beverage shall be determined by the professional staff and may include, but not be limited to, detection on the breath of the student, regardless of where the alcoholic beverage may have been consumed. A student shall not consume any alcoholic beverage before arrival at school or a school sponsored or related event or activity.

Involvement with Drugs and Drug Paraphernalia: A student shall not possess, use, transmit, buy, sell or **conceal any of the drugs defined as a "drug of abuse" in Ohio Revised Code Section 3719.011 or possess, use, transmit, buy, sell, or conceal any of the drugs defined as "counterfeit controlled substance"** in Ohio Revised Code Section 2925.01 **or be under the influence of any such drugs.** Nor shall any student possess, use, transmit, buy, sell or **conceal any** drug related paraphernalia at any time the student is subject to the authority of the school. Examples of drugs of abuse include, but are not limited to, narcotic drugs, "look alike" drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, cocaine, or derivatives, glue, or other substances that could modify behavior. A student shall not use any drug of abuse before arrival at school or at a school sponsored or related event or activity. Use of drugs authorized by a medical prescription from a licensed physician shall not be considered a violation of this rule. However, no student may self-administer, or possess, drugs authorized by a medical prescription from a licensed physician, except for asthma inhalers and epipens. Students in grades six through 12, self-administering of non-prescription "over-the counter" medication (aspirin, ibuprofen, cough drops, etc.) shall not be considered a violation of this policy. Students in grades kindergarten through five may not self-administer any medication, whether prescription, non-prescription, or "over the counter." A student who demonstrates behavior seemingly related to drug usage or who exhibits symptoms or physical conditions that may be related to drug usage shall be referred by a staff member for observation and questioning by a school administrator. If the suspicion of drug usage still exists, the parents shall be informed immediately and shall be requested to come to school as soon as possible. Based on his/her professional judgment, the administrator may send the student home in the custody of his/her parents. **Counterfeit, controlled substances or "look alikes" shall be defined as**:

a. Any drug that bears, or whose container or label bears, a trademark, trade name, or other identifying mark used without authorization of the owner or writes such trademark, trade name, or identifying mark;
b. Any unmarked or unlabeled substance that is represented to be a controlled substance manufactured, processed or packed or distributed by a person other than the person that manufactured, processed or packed or distributed it;
c. Any substance that is represented to be a controlled substance but is not a controlled substance or is a different controlled substance;
d. Any substance other than a controlled substance that a reasonable person would believe to be a controlled substance because of its similarity in shape, size and color for its markings, labeling, packaging, distribution for the price for which it is sold or offered for sale.

Disruption of School: A student shall not, by use of violence, force, noise, coercion, threat, harassment, intimidation, fear, passive resistance, or any other conduct, cause, attempt or threaten to cause or urge other students to cause, attempt or threaten to cause disruption or obstruction of any lawful mission, process or function of the school.

Arson/Attempted Arson/Possession of Incendiary Device: Setting fires or the use or possession of any incendiary device is prohibited.

Involvement with Weapons or Dangerous Instruments: A student shall not use, possess, handle, transmit, sell or conceal any object that can be classified as a weapon or dangerous instrument. Weapons or dangerous instruments include, but are not limited to guns, knives, metal knuckles,

straight razors, explosives, noxious irritants, poisons and other dangerous substances along with any item that is a "look alike" of the above, i.e., toy guns, knives, etc. or any object which is used or may be used to inflict physical harm. Weapons violations may result in expulsion for up to one (1) year.

Harassment & Dating Violence: Students shall not engage in any obscene, abusive, profane or degrading gestures or expressions; racial, ethnic or religious prejudicial or disrespectful actions; harassment of any kind (including sexual) to any individual or group; intentional act of violence within a dating relationship; or intimidation (including bullying) and/or threats to an individual or group. This includes publication or distribution of materials meeting this description.

Violation of the Tobacco/Vape Policy: A student who violates the tobacco/vape policy for the third time is subject to expulsion.

Repeated or Continued Violation of Minor School Conduct Rules or Rules for which Suspension may be imposed: If, after out-of-school suspension, a student continues to violate minor school conduct rules, expulsion may result at the next step. Additionally, a student who has been suspended may be expelled for new suspend able conduct after having served an out-of-school suspension.

Violation of the Cuyahoga Valley Career Center Student Code of Conduct: Violation of the Cuyahoga Valley Career Center Student Code of Conduct by committing an offense for expulsion is normally considered appropriate grounds for expulsion from the Brecksville-Broadview Heights City School District.

Violation of Local, State or Federal Laws: Any act that would be a criminal offense when committed by an adult that results in serious physical harm to persons or property (as defined by Section 2901.01 of the Ohio Revised Code) is prohibited and may subject the offender to expulsion for up to one (1) year. Violation of criminal laws will also result in referral from criminal prosecution to juvenile court.

PROCEDURE FOR SUSPENSION, EXPULSION AND EMERGENCY REMOVAL

Suspension Procedure

The Superintendent, Principal and Assistant Principal are the only District employees who have the authority to suspend a student. The suspension procedure is as follows:

1. The Superintendent, Principal or Assistant Principal must give the pupil a written notice of the intention to suspend and the reasons for the intended suspension. When the intended suspension is for the following reasons and the student suspended is 16 years of age or over, the notice will also indicate the student may also be subject to permanent exclusion from school if the code of conduct violation is one of the following:
    a. Illegal conveyance or possession of a deadly weapon or dangerous ordnance, carrying a concealed weapon, aggravated trafficking, trafficking in drugs, trafficking involving the possession of a bulk amount of a controlled substance or the sale of a controlled substance; and/or
    b. Acts in violation of Ohio Revised Code Sections 2903.01, 2903.02, 2903.04, 2903.11, 2903.12, 2907.02, 2907.05, or the former Ohio Revised Code Section 2907.12.

2. The student will be given an opportunity to appear at an informal hearing before the Principal, Assistant Principal, or the Superintendent or his/her designee, and challenge the reason(s) for the intended suspension or to otherwise explain his/her actions.
3. The Principal, Superintendent, or Assistant Principal shall within one (1) school day after the time of a

pupil's suspension, mail written notification to the parent, guardian, or custodian of the pupil and the Treasurer of the Board of Education of such suspension.

4. The written notice of the suspension must include: the reasons for the suspension; the inclusive dates of the suspension; a statement that the pupil, parent, guardian, or custodian has the right to appeal in writing to the Board of Education or its designee.
5. The pupil, parent or guardian shall have five (5) school days to appeal the suspension. The appeal must be made in writing and submitted to the Board of Education or its designee.
6. The appeal hearing of a suspension before the Board of Education or its designee shall be held within five (5) school days after the appeal is made.
7. At the appeal hearing before the Board of Education, the pupil, parent, guardian or custodian has the right for parental or legal representation; the right to request that the hearing be held in executive or public session; and the right to be heard against the suspension. The Board of Education may have legal counsel and the Board or its legal counsel shall make a verbatim record of the hearing. Verbatim can mean the use of a stenographer, a tape recorder, or other mechanical device.
8. At the request of the pupil, parent, guardian, custodian or legal representative, the Board of Education may hold the hearing in either public or executive session but shall act upon such suspension only at a public meeting. The Board of Education or its designee may, by majority vote of its full membership, affirm the order of suspension, or any reverse, vacate or modify the order of suspension.
9. In the event that the hearing is conducted by the Board of Education's designee, the Board will automatically adopt the findings of the designee.
10. The decision of the Board of Education may be appealed to the Court of Common Pleas under provisions of Ohio Revised Code 2505.04.

Expulsion Procedure

1. The Superintendent shall give the pupil and his parent, guardian, or custodian, written notice of the intention to expel the pupil and the reasons for the intended expulsion. The Superintendent shall institute expulsion proceedings with respect to any student who has committed an act warranting expulsion even if the student has withdrawn from school after the incident, but before the expulsion is imposed, and, if warranted after a hearing, shall impose the expulsion as if the student had not withdrawn.
2. The notice to the pupil and his parent, guardian, custodian, or representative, shall include notice of the opportunity to appear in person before the Superintendent or his/her designee at an informal hearing to challenge the reasons for the intended expulsion, or to otherwise explain the pupil's actions.
3. The notice must also state the time and place to appear to challenge the possible expulsion. The informal hearing must not be scheduled less than three (3) school days or later than ten (10) school days after the notice is given, unless the Superintendent grants an extension of time at the request of the pupil, or his parent, guardian, custodian, or representative. If an extension is granted after giving the original notice, the Superintendent or designee shall notify the pupil, and his parent, guardian, custodian, or representative, of the new time and place to appear.
4. When a student is expelled for the following reasons and is 16 years of age or older, the notice will also indicate the student may also be subject to permanent exclusion from school if the code of conduct violation is one of the following:
    a. Illegal conveyance or possession of a deadly weapon or dangerous ordnance, carrying a concealed weapon, aggravated trafficking, trafficking in drugs, trafficking involving the possession of a bulk amount of a controlled substance or the sale of a controlled substance; and/or
    b. Aggravated murder, murder, voluntary or involuntary manslaughter, felonious or aggravated assault, rape, gross sexual imposition or felonious sexual penetration, if the victim is a district employee.
5. Within one (1) school day after the hearing, should an expulsion be invoked, the Superintendent shall mail written notification to the parent, guardian or custodian of the pupil and the Treasurer of the Board of Education of the expulsion with the issuance of a summary of the expulsion hearing. The notification must include the reasons for the expulsion; the rights of the pupil, parent, guardian, or custodian to appeal to the Board of Education or its designee; the right to request that the Board

hearing be held in public or executive session; and the right of the pupil, parent, guardian or custodian to be represented at the appeal hearing. The request to appeal must be made within five (5) school days of the issuance of the summary of the expulsion hearing, and shall be in writing and submitted to the Board of Education.

6. At the appeal hearing, the pupil, parent, guardian or custodian shall have the right to representation; the right to request that such hearing be in executive session, and the right to be heard against the expulsion.
7. The Board of Education shall act on the expulsion only at a public meeting. The Board may have legal counsel at the hearing. The Board, by majority vote of its full membership, or its designee may affirm the order of expulsion or may reinstate such pupil or otherwise reverse, vacate or modify the order of expulsion.
8. The Board of Education or its designee shall make a verbatim record of hearings held under this provision. The decision of the Board of Education or its designee is further appeasable to the Court of Common Pleas under provision of Chapter 2506 of the Ohio Revised Code.
9. In the event that the hearing is conducted by the Board of Education's designee, the Board will automatically adopt the findings of the designee.
10. Any Superintendent expelling a pupil under this section for more than twenty days or for any period of time if the expulsion will extend into the following semester or school year shall, in the notice required under this provision, provide the pupil and his/her parent, guardian or custodian with the information about services or programs offered by public and private agencies that work toward improving those aspects of the pupil's attitudes and behavior that contributed to the incident that gave rise to the pupil's expulsion. Such information shall include the names, addresses, and phone numbers of the appropriate public and private agencies.
11. High school credit and credit under joint enrollment post-secondary programs may be denied for the period of any expulsion. Notice of the expulsion will be sent to any college in which the expelled student is enrolled.
12. Notice of any expulsion for violations of the dangerous weapons policy shall be sent to the Registrar of Motor Vehicles and the Cuyahoga County Juvenile Judge.

Emergency Removal of Students

If a student's presence poses a continuing danger to persons or property, or an ongoing threat of disrupting the academic process, the Superintendent, Principal, or Assistant Principal may remove the student from curricular activities or from the premises. A teacher may remove the student from curricular activities under his supervision, but not from the premises. If a teacher makes an emergency removal, the reasons will be submitted to the principal in writing as soon after the removal as practicable. In all cases of normal disciplinary procedures where a student is removed from a curricular or extracurricular activity for less than 24 hours and is not subject to further suspension or expulsion, the due process requirements do not apply.

If the emergency removal exceeds 24 hours, then a due process hearing will be held as soon as possible, but in all cases within 3 school days after the removal is ordered. Written notice of the hearing and the reason for removal and any intended disciplinary action will be given to the student as soon as practicable prior to the hearing. The student will have the opportunity to appear at an informal hearing before the principal, assistant principal, superintendent, or designee, and has the right to challenge the reasons for the intended suspension or otherwise explain his actions. The person who ordered or requested the removal will be present at the hearing, and within 24 hours of the decision to suspend, written notification will be given to the pupil, parent, guardian or custodian of the student, and treasurer of the Board. This notice will include the reasons for the suspension and the right of the student or parent to appeal to the Board's designee.

If the superintendent or principal reinstates a student prior to the hearing for emergency removal, the teacher may request and will be given written reasons for the reinstatement. The teacher cannot refuse to reinstate the student. In an emergency removal, a student can be kept from class until the matter of his misconduct is disposed of either by reinstatement, suspension, or expulsion.

Any appeal to the Board's designee shall follow the procedures of the suspension policy.

Procedural safeguards must be followed for all removals of handicapped students in accordance with the student's individual education program.

Detention

Detention is a supervised period assigned to students for various breaches of acceptable behavior or disregard for regulations, that may not rise to the level of suspension or expulsion. Examples of these minor infractions are listed but not limited to the ones below:

- Accumulation of Tardies, Classroom Tardies, or Tardies from Open Campus
- Bus Misconduct
- Class Cuts or Unexcused Absences from Class (this includes study hall)
- Class Disruption
- Disrespect or Insubordination
- Inappropriate Language or Profanity
- Loitering / Failure to be in your assigned area
- Personal Communication Device Violation

Students are assigned to the school detention periods by the principal or an assistant principal. Teachers may hold their own detentions. Students have the responsibility of working out conflicts where two or more detentions are assigned on the same day.

Weekday Detentions will be held daily from 7:00 - 7:30 a.m. and 2:40 - 3:10 p.m. Failure to attend detentions when assigned will result in additional detentions being assigned, Saturday schools, and/or suspension. Students serving detention are responsible for their own transportation.

Saturday detentions may be used as an alternative to out-of-school suspension or for more serious breaches of the Code of Conduct. Saturday detentions are held in the LGI from 8:00 a.m. to 12:00 noon. Rules for these detentions are as follows:

1. The session is to begin promptly at 8:00 a.m. and end at either 10:00 a.m. for a half session, or 12:00 noon for a full session. Students should use the main entrance nearest the staff parking lot.
2. Tardiness will be treated in the same manner as tardiness on a regular school day. Students who report after 8:15 a.m. will not be admitted and will be referred to their respective assistant principal.
3. Student dress should comply with the "Dress Code/Student Attire" section of the Student-Parent Handbook.
4. Students are to bring their own schoolwork, and should have enough work and materials to be productive for the entire detention period. Students will not be permitted to go to their lockers; the rest of the building is locked.
5. Sleeping is not permitted. Students who sleep will be dismissed and referred to their assistant principal.
6. Phones are not to be used when Saturday Detention is in session.
7. A "no show" without a valid reason may result in additional disciplinary consequences.

A report regarding attendance and student behavior will be submitted to the office of the assistant principals after each Saturday session. Failure to comply with school rules and regulations will result in further disciplinary action.

DISCRIMINATION/HARASSMENT

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

1. Employees or students who engage in discrimination/harassment of another employee or student shall be subject to disciplinary action. Permission, consent or assumption of risk by an individual subjected to discrimination/harassment does not lessen the prohibition contained in this policy.

The Board's policy of nondiscrimination will extend to students, staff, job applicants, the general public and

individuals with whom it does business and will apply to race, color or national origin, citizenship status, religion, sex, economic status, age, handicap and other human differences. To file a report contact:

Title IX Coordinator
440-740-4000
6638 Mill Road, Brecksville, OH 44141

BULLYING AND OTHER FORMS OF AGGRESSIVE BEHAVIOR

General Statement

The Board of Education prohibits acts of harassment, intimidation, or bullying. The School District is committed to providing a safe, positive, and productive educational environment for all of its students. All members of the school community should be treated with dignity and respect. Bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe environment. Harassment, intimidation, or bullying of students or personnel by students, school personnel, or school volunteers is prohibited, whether in the classroom, on school property, on school buses or vehicles, at school-sponsored events, or in cyber-space. Demonstration of appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of students, administrators, faculty, staff, and volunteers.

Definition of Harassment/Intimidation/Bullying

"Harassment, intimidation, dating violence, or bullying" means any intentional written, verbal, graphic, gesture, physical, or psychological act that a student or a group of students exhibits more than once toward another particular student(s). It is conduct that meets all of the following criteria:

A. a deliberate act which causes mental or physical harm to the other student(s);
B. is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s);
C. takes place on school property, in a school bus or vehicle, and those occurring off school property if the student, employee, or volunteer is at any school-sponsored, school approved or school related activity or function, such as field trips or athletic events where the students are under the school's control, in a school vehicle, or is engaged in school business.

Harassment, intimidation, or bullying includes, but is not limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name-calling, taunting, making threats, dating violence, and hazing or behaviors that have the effect of insulting or demeaning any student or group of students in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.

The actions can be an electronically transmitted act (i.e., internet, e-mail, cellular telephone, personal digital assistance (PDA), social media or wireless hand-held devices) that a student(s) or a group of students exhibits toward another particular student(s) and the behavior both causes mental and/or 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 student(s).

SEXUAL HARASSMENT

General Statement

Sexual harassment is inappropriate, offensive and detrimental to the creation of a healthy educational environment. All students have a right to be educated in an environment free from sexual harassment and all Board employees have a right to work in an environment free from sexual harassment. In addition, all persons coming in contact with the District have a right to experience an environment free from sexual harassment.

The Brecksville-Broadview Heights School District Board of Education prohibits sexual harassment of or by

any student or Board employee. This prohibition encompasses sexual harassment which may occur between employees, between students, between a student and an employee, or between an employee and a member of the public coming in contact with the District. This policy applies to conduct during and relating to school and school sponsored activities.

Definition of Sexual Harassment

1. Submission to such conduct is made either explicitly or implicitly as a term or condition of an individuals employment, or academic status or progress;
2. Submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting the individual.
3. Submission to or rejection of the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, opportunities or activities available at or through the school.
4. Such conduct has the purpose or effect of unreasonably interfering with or having a negative impact on the individual's academic or work performance, or of creating an intimidating, hostile or offensive educational or work environment for the individual.

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of sexual nature which may violate the security, dignity, self-worth, safety, or the ability to work in an environment free of sexual harassment.

Sexual harassment may include, but is not limited to:

1. Unwelcome sexual flirtations, touching, advances, or proposition
2. Verbal or physical abuse of a sexual nature
3. Graphic or suggestive comments about an individual's dress or body
4. The use of sexually degrading words to describe an individual
5. Displaying sexually aggressive objects or photographs
6. Sexually explicit or obscene jokes

Procedures for Investigating and Reporting Sexual Harassment

It is the responsibility of every supervisor and principal to recognize acts of harassment and take necessary action to ensure that such instances are addressed swiftly and effectively. Consequently, all administrative and supervisory staff in schools, offices and other facilities should be aware of and responsible for implementing the harassment complaint resolution procedures established through this policy.

Persons who have reason to believe that harassment/bullying has occurred should promptly report the incident:

A. (For Students reporting) to his/her principal, other administrator, school counselor, or teacher.
B. (For Employees reporting) to his/her building principal; for employees in the Maintenance Department, Transportation Department, or the Education Center, to the Director of Human Resources. Administrators would report to the Superintendent.

Subject to legal reporting obligations, considerations of safety and any determination that is made to notify the parent or guardian of a minor student, reasonable measures shall be taken to keep the incident confidential.

TOBACCO/ALCOHOL/DRUG POLICY FOR EXTRACURRICULAR ACTIVITIES AND INTERSCHOLASTIC ATHLETES

Statement of Philosophy

The Board of Education, administrators, athletic department and activity advisors of the Brecksville-Broadview Heights City Schools consider participation in extracurricular activities and interscholastic athletics to be a privilege, not a right. Students are VOLUNTEERING to participate in these programs and are expected to accept the responsibilities granted them by this privilege.

As representatives of our school district, students involved in extracurricular activities and interscholastic athletics are scrutinized by the public, become role models for young children and peers, and are ambassadors to our community. In choosing to accept this role, participants also choose the responsibilities of living a tobacco, alcohol and drug free lifestyle. Although this policy outlines the expectations and consequences required of students choosing to participate in extracurricular activities and interscholastic athletics, the parent(s) or guardian(s) retain the ultimate responsibility of promoting healthy lifestyle choices for their children and are encouraged to work cooperatively with school officials to support these ideals throughout the child's entire educational experience in the Brecksville-Broadview Heights Schools.

In keeping with the philosophy of education, the Board of Education, administrators, athletic department, and activity advisors of Brecksville-Broadview Heights City School District view tobacco, alcohol, and drug use not only as a violation of the law, but as a problematic behavior which has an adverse effect on individuals and the programs in which they are involved. It is the intent, therefore, to support a disciplinary program which encourages students to recognize and deal with the causes for their use through contact with the appropriate agency (C.A.P.A., private counselors, treatment facilities, etc.) rather than being strictly punitive in nature.

This policy will be in effect during the entire calendar year, inclusive of all training, conditioning, practices, or other school related/sponsored activities, and the policy remains in effect 24 hours a day, 7 days a week (24/7—365 days).

TOBACCO AND TOBACCO PRODUCTS, ALCOHOL AND DRUGS

Possession and/or Use of Tobacco and Tobacco Products, Alcohol or Drugs

In accordance with the rules of Brecksville-Broadview Heights City School District, except for supervised medications prescribed by a physician, a student under the influence, using, possessing, buying or receiving drugs (narcotics, hallucinogens, intoxicants, counterfeits, look-alikes, designers,) anabolic steroids, controlled substances and alcohol at any time and at any place is in violation of the code and, if apprehended by school or appropriate law enforcement personnel, is subject to the following consequences:

First Violation

The first-time offender will be denied participation in all extracurricular and/or athletic programs for one full calendar year from the date of violation. If the student agrees to schedule himself/herself into and complete the first available school Insight Program, the term of denial will be up to 20% of the activity time for extracurriculars up to 20% of scheduled competition time for athletes in any sport in which the students participate. Upon completion of the program, the student must be willing to follow the recommendations provided. If no school Insight Program is presently available, the student's parents may choose, at their own expense, to enroll the student in an outside school-approved program. Completion of the program is mandatory. For a student involved in extracurricular activities, up to 20% of the activity time is imposed from the time the advisor has notified the student of probation. If the offense occurs late in the school year, the denial to participate may, if necessary, be carried over into the next school year's extracurricular participation. The term of denied participation is determined by the building administrator and extracurricular advisor. For athletes, a full season is defined as including all the contests scheduled for a specific sport. Should the offense occur in mid-season, the denial to participate may, if necessary, be carried over into the next seasonal sport that the athlete wishes to participate in. The number of contests to be missed will be determined by the athletic director, building administrator and athlete's coach.

Second Violation

A second offense during the student's high school career will result in denial of participation in all extracurricular and/or athletic programs for one full calendar year from the date of violation. The second-time offender may reduce that denial to participate to one-half of the school year for extracurriculars or to one full season for athletes after completing a professional assessment and complying with the recommendations made by the assessing agency. The assessing agency must be chosen by agreement between the parents of the student

and the school administration with assistance from the CAPA Coordinator.

Violations Beyond a Second Offense

Additional violations of the alcohol/drug policy past the stipulated number of incidents will result in permanent denial to participate in any extracurricular and/or athletic programs until the offender has successfully completed a treatment program which is acceptable to the building administration and the CAPA Coordinator.

The student shall be denied participation for a minimum of one calendar year from the date of violation and must apply for reinstatement in the extracurricular and/or athletic program after completing the treatment program.

Sale and/or Distribution

Students in violation of selling or distributing alcohol and/or drugs will be dealt with according to the Code of Student Conduct and shall be denied future participation in any extracurricular or athletic program.

Self-Referral by Students

Students may take advantage of a self-referral procedure to seek information, guidance, counseling and/or assessment in regard to his/her use of alcohol and/or drugs. First time voluntary referrals DO NOT carry any punitive consequences.

1. Students are allowed one (1) voluntary referral during their high school participation.
2. Self-referrals can be made by the student or by his/her immediate family.
3. Self-referral cannot be used as a method to avoid consequences once a rule of the Brecksville-Broadview Heights City School District's extracurricular and interscholastic athletic policy is violated and a student has been identified as having violated that rule.
4. Students must make self-referrals to an advisor, coach, athletic director, teacher, administrator, counselor, or the district C.A.P.A. Coordinator.
5. Self-referrals will lead to placement and completion in the schools' Insight Program and/or referral to an approved assessing agency.
6. Those referrals to an assessing agency will remain confidential; however, proper release of information forms must be on file with the designated trained chemical dependency personnel.

DISCIPLINARY/DUE PROCESS EXPLANATION AND PROCEDURES

1. Participation in practice for students in violation may be allowed at the discretion of the athletic director, athlete's coach, activity advisor, and building administrator. However, the student may not dress/participate with the team for contests/performances.
2. All students must complete the Insight Program by the end of the school year. Non-compliance will result in underclassmen (freshman, sophomore and junior) being ineligible for further participation in extracurricular or athletics until the Insight Program has been completed. Seniors noncompliant will not be eligible to receive awards and/or recognition for the activity they participated in or the sport they played.
3. At no time is Brecksville-Broadview Heights City School District responsible to incur fees for chemical dependency assessment /treatment/ counseling. Financial responsibility for these recommendations must be incurred by the parent and/or legal guardian.
4. Notification Process: The principal, assistant principal, organization advisor or the athletic director will submit immediate written notification to the parent/guardian and student of disciplinary action.
5. Situations not covered in this policy will be reviewed by the extracurricular advisor, athletic department and the administration with a final decision being made by the building principal.
6. In certain circumstances, advisors of activities, clubs, and organizations may wish to hold an appeals hearing with the building administrator and the C.A.P.A. Coordinator in regard to a student's

continued involvement.

7. Students apprehended by law enforcement agencies for use of illegal substances (i.e. alcohol or other drugs) are referred to the C.A.P.A. office year round and must participate in the Insight Program. (8/94)

[Adoption Date: September. 26, 1994] [Reviewed Date: July 23, 2001] [Revision Date: May 24, 2004]

NETWORK ACCEPTABLE USE AND SAFETY

The Brecksville-Broadview Heights City schools recognize that our students live in a world of increasingly sophisticated technology and greatly enhanced communication. We further recognize that the availability of an ever-present and virtually unlimited information resource has profound implications for instruction. We therefore believe that it is imperative to provide Internet access to our students and staff.

Overview

The Acceptable Use and Safety detailed here is designed to articulate the appropriate use of computer networks, including the Internet, in the instructional setting of our schools. This document seeks to set ground rules that will forestall problems that could surface in such an unfettered environment. User compliance with these rules will help ensure a safe and appropriate learning environment.

To this end, the district will employ reasonable technology solutions, including Internet filtering software, to restrict access to objectionable material. Internet access by students will be monitored by staff or software at all times.

Network Access

All students and employees are eligible to access the network resources in our school buildings. Except in cases involving specific class projects, students will not have access to chat rooms, online messaging systems, or other forms of direct electronic communication in school.

Parents who would like their children to be denied access to the Internet in school should notify each child's building principal in writing at the beginning of each school year for which they would like this access to be denied.

Internet privileges may be denied, suspended, or revoked as a consequence of violation of the provisions of this Acceptable Use Policy. Furthermore, Brecksville-Broadview Heights City Schools administrators and staff will cooperate fully with law enforcement officials when there is suspicion that unlawful activity has taken place.

Code of Conduct

Network users must be aware that there are materials on the Internet that may be defamatory, abusive, obscene, profane, sexually oriented, threatening, racially or sexually offensive, or illegal. These materials include graphics, sounds, digital film clips, text, and other forms of media. Users of the Brecksville-Broadview Heights City Schools network agree not to use school district resources to download, copy, upload, transmit, forward, or display any such materials.

Network access is provided to support the curriculum and operations of our district. Any other use, including use of the network for personal, political, or commercial purposes is prohibited. Network users are expected to respect all applicable laws. Particularly, users agree to abide by copyright laws. Material retrieved from the Internet may not be plagiarized for any purpose. Material that is to be republished in any format may only be used with the permission of the copyright holder. Commercial software may not be downloaded, copied, installed, transmitted, uploaded, or forwarded.

Network users agree to follow security guidelines. A user will not use another person's account, pretend to be someone else, or attempt to conceal his or her identity on the network. Users will not give others access or permission to use their accounts. Users will not repost personnel communications without the author's consent.

Students will not give out personal information such as address or phone number, send other users pictures of themselves, or agree to meet with people encountered online. Exceptions to avoiding such sharing of personal information may occur only within the context of projects directed by and under the supervision of a teacher.

Any interference with the normal operations of the network will not be permitted. This includes vandalism or removal of computer hardware, installation or use of unapproved software, the unauthorized changing of network software settings, attempts to circumvent security or internet filtering software, and the installation, copying, uploading, transmission, propagation, or creation of computer viruses of any kind. Any attempt to gain unauthorized access to information or data on the network is prohibited.

Electronic mail and other communications are not a private matter. School administrators have the authority to inspect email that is transmitted through the district's network. The district reserves the right to monitor all electronic communications. E-mail use that contradicts provisions of the Acceptable Use Policy will be handled appropriately. Specifically, illegal activities will be reported to law enforcement personnel, and unacceptable communications can result in network privileges being denied, suspended, or revoked as well as other discipline.

Users are expected to follow generally accepted network etiquette guidelines.

Disclaimer

The information gathered from the Internet does not reflect the views of the Brecksville-Broadview Heights City Schools. The district does not endorse the veracity or utility of any materials obtained using its equipment or access to network resources. The school district is not responsible for the consequences of receiving or using advice or information from an Internet source. Neither is it responsible for the consequences of any disruption or changes in services of its network or Internet connection, nor for loss of data stored on its system.

Brecksville – Broadview Heights High School

Student Handbook 2026-2027

6380 Mill Road
Broadview Heights, Ohio 44147
440-740-4700
www.BBHCSD.org

High School Administration

Kevin Jakub	Principal
Kelli Izzo	Assistant Principal *(Last Names A-K)*
Josh Backo	Assistant Principal *(Last Names L-Z)*
Josh Hanes	Pupil Services Coordinator

High School Counselors

Jaci Owens	Jrs. & Srs. (*Last Names A-E)*
Gina Baeslach	Jrs. & Srs. (*Last Names F-O)*
Kyle Drypolcher	Jrs. & Srs. (*Last Names P-Z)*
Bridget Milano	Fr. & So. *(Last Names A-K)*
Kaitlyn Jonozzo	Fr. & So. *(Last Names L-Z)*

Brecksville
Broadview Heights
City School District

EDUCATE. EMPOWER. ENGAGE.

OUR MISSION

The BBHCSD exists to rigorously educate our students to the highest standards, to boldly empower our school family with exciting learning experiences, and to collaboratively engage our community to cultivate productive future citizens of a global society.

OUR VISION

The BBHCSD will be the destination district by pushing the boundaries of academic excellence and expanding innovative opportunities for students, while advocating for all, in a safe and accountable educational environment.

ATTRIBUTES OF A BEE

FUTURE READY

BBH students will become lifelong learners and acquire career knowledge along with core technical skills. Bees will be independent thinkers, problem-solvers and possess communications and listening skills.

EMOTIONALLY PREPARED

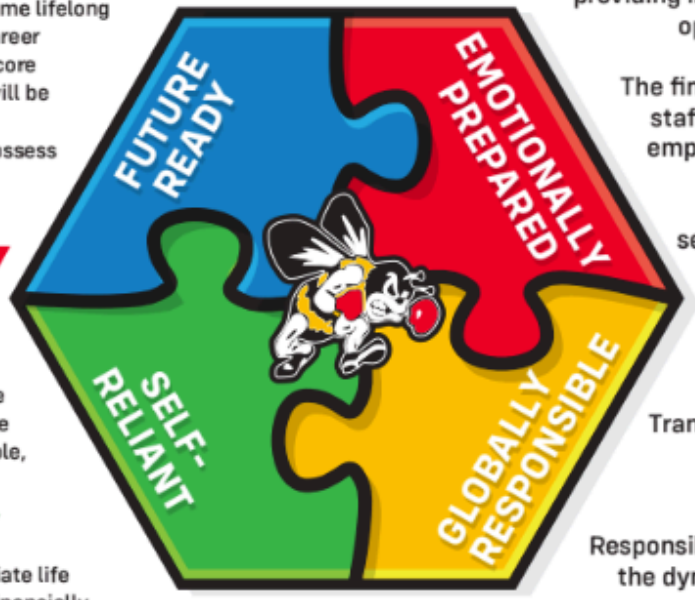
Bees will be self-aware and self-confident and have a growth mindset, while being resilient, adaptable, and flexible.

SELF-RELIANT

Bees will have appropriate life skills, be resourceful, financially savvy, and be self-directed.

GLOBALLY RESPONSIBLE

Our graduates will be engaged citizens, team collaborators, strong stewards of the environment, with broad horizons.



OUR COMMUNITY'S SCHOOL VALUES

Academic excellence and providing innovative learning opportunities for all

The finest educators and staff to constructively empower our students

School safety and security in protocol, action, thought in creating a welcoming school climate

Transparent, engaging and collaborative communications

Responsible stewardship of the dynamic resources in the BBHCSD

Comprehensive preparedness of our students' future college and career pathways

Protecting the Banner of the BBHCSD!

Table of Contents

Principal's Message 4
Important Telephone Numbers 4
2023-2024 BBHHS High School Calendar 5
Mission Statement 5
Non-Discrimination Statement 5
Sunset Clause 5
Grading Philosophy Statement 5
Student Expectations 6
Academic Dishonesty 6
Academics 7
Grading Scale 7
Assessment of Learning 8
Academic Load 8
Class Add/Drops 8
S/U Option ("Pass/Fail") 8
Student Academic Honors and Recognitions 9
Report Cards / Course Grades 11
Interim Progress Reports 11
Parent/Teacher Conferences 11
National Honor Society 11
High School Exam Policies 11
College Admissions Tests 12
Advanced Placement Tests 13
Attendance 13
Student Attendance Policy 13
General Absence Procedures 14
Make-Up Work 14
Home Instruction 14
Tardiness 14
Planned Absence 15
Attendance Policy Guidelines 15
Truancy 16
Medical Appointments 16
Field Trips 16
Student Services 17
School Counseling Department 17
Change of Address/Phone Number/Custody 17
Board Approved Student Fees 17
Student Records and Directory Information 17
Student Privacy and Parental Access to Information 18
Special Services 18
Cafeteria 19
Clinic 19
Risk Reduction Program 20
Transportation 20
Extracurricular Programs 21
Athletics 21
Interscholastic Extracurricular Eligibility 22
Athletic Spectator Code of Conduct 22
Dance Rules 22
Dance Attire 23
Around the Building 24
Emergency Procedures 24
Driving to School 25
Rules and Regulations for Student Drivers 25
Student Drop-Off / Pick-Up 26
Fines for Misuse of School Property 26
Service/Leadership Opportunities 26
Student Privilege /Open Campus 26
Media Center / Library 27
Lockers 27
Search and Seizure 27
Surveillance Cameras 28
Student Behavior for Substitute Teachers 28
Lost and Found 28
Hall Traffic and Hall Passes 28
Elevator 28
Leaving the Building 28
Electronic Devices, Etc 28
Student Dress Code/Student Attire 29
Student Publications 30
Signs and Posters 30
Study Hall 30
Visitors 30
BEE -TV 30
Rights and Responsibilities 30
Student Responsibilities 30
Brecksville-Broadview Heights City School District Student Code of Conduct 31
Suspension 31
Expulsion 33
Procedure for Suspension, Expulsion and Emergency Removal 36
Suspension Procedure 36
Expulsion Procedure 37
Emergency Removals of Students 38
Detention 38
Discrimination/Harassment 39
Bullying and Other Forms of Aggressive Behavior 39
Definition of Harassment/Intimidation/Bullying 40
Sexual Harassment 40
General Statement 40
Definition of Sexual Harassment 40
Procedures for Reporting and Investigating 40
Tobacco/Alcohol/Drug Policy for Extracurricular Activities and Interscholastic Athletes 41
Statement of Philosophy 41
Tobacco, Alcohol and Drugs 42
Disciplinary/Due Process Explanation and Procedures 43
Network Acceptable Use and Safety Policy 43
Overview 43
Network Access 44
Code of Conduct 44
Disclaimer 45

Principal's Message

Welcome to the 2026-2027 school year at Brecksville-Broadview Heights High School,

We are thrilled to have you join our school community, and we believe this year holds endless possibilities for your growth and success. As you embark on this new school year, I encourage you to make the most of the resources available to you. The student handbook, in particular, will serve as an invaluable tool for familiarizing yourself with the student code of conduct and the operational protocols of our school. Familiarize yourself with the policies related to attendance, eligibility, and the student code of conduct to help create the best possible learning experience for you and others.

At Brecksville-Broadview Heights High School, we take great pride in our heritage and the high standards we have established over the past 140 years. Our commitment to academic excellence, social growth, and the development of well-rounded individuals has been deeply ingrained in our school's culture. We are excited for you to benefit from this rich tradition and to contribute to its continued growth. We encourage you to be actively involved in the life of our school. Whether it's participating in clubs, sports teams, or other extracurricular activities, your engagement will not only enhance your own experience but also contribute to the vibrant culture of BBHHS.

Go Bees!

Kevin Jakub, Principal

Important Telephone Numbers

Main Office	740-4700
School Counseling Office	740-4720
Athletic Office	740-4770
Transportation	740-4050
Board of Education Office	740-4000
Attendance	740-4715

Regular Schedule

1st Period 7:45 AM - 8:27 AM
2nd Period 8:31 AM - 9:19 AM
3rd Period 9:23 AM - 10:05 AM
4th Period 10:09 AM - 10:51 AM
5th Period 10:56 AM - 11:38 AM
6th Period 11:43 AM - 12:25 PM
7th Period 12:30 PM - 1:12 PM
8th Period 1:16 PM - 1:58 PM
9th Period 2:03 PM - 2:45 PM

Rally/Assembly Schedule

1st Period 7:45 AM - 8:22 AM
2nd Period 8:26 AM - 9:03 AM
3rd Period 9:07 AM - 9:44 AM
Rally/Assembly 9:48 - 10:43 AM
4th Period 10:46 AM - 11:23 AM
5th Period 11:26 AM - 12:03 AM
6th Period 12:06 AM - 12:43 PM
7th Period 12:46 PM - 1:23 PM
8th Period 1:27 PM - 2:04 PM
9th Period 2:08 PM - 2:45 PM

24 Minute Colony Schedule

1st Period 7:45 AM - 8:25 AM
2nd Period 8:29 AM - 9:09 AM
3rd Period 9:13 AM - 9:53 AM
Colony 9:57 AM - 10:21 AM
4th Period 10:25 AM - 11:05 AM
5th Period 11:09 AM - 11:49 AM
6th Period 11:53 AM - 12:33 PM
7th Period 12:37 PM - 1:17 PM
8th Period 1:21 PM - 2:01 PM
9th Period 2:05 PM - 2:45 PM

Delayed Start Schedule

*Testing 7:45 AM - 9:45 AM
1st Period 9:45 AM - 10:15 AM
2nd Period 10:18AM - 10:48 AM
3rd Period 10:51 AM - 11:21 AM
4th Period 11:24 AM - 11:54 AM
5th Period 11:57 AM - 12:27 AM
6th Period 12:30 AM - 1:00 PM
7th Period 1:03 PM - 1:33 PM
8th Period 1:36 PM - 2:06 PM
9th Period 2:09 PM - 2:45 PM
*When Needed for EOC Testing

2026-2027 SCHOOL CALENDARS

High school events and times are posted and updated weekly on the high school website as well in the Principal's weekly High School News and Notes email that is sent to both students and their families.

Brecksville-Broadview Heights 2026-2027 School District Calendar

Brecksville-Broadview Heights High School Calendar

Brecksville-Broadview Heights Athletic Calendar

DATES AND TIMES ARE SUBJECT TO CHANGE.
REFER TO EMAILED NEWSLETTERS AND WEBSITES FOR THE MOST UP TO DATE INFORMATION

Mission Statement

Recognizing the dynamic nature of our current society, we believe Brecksville-Broadview Heights High School through its instruction, resources, and environment assists the students to discover their interests, to realize their potentials, and to cultivate a desire to learn as a life-long process. Working toward these goals encourages students to become sensitive and creative, productive and responsible human beings.

Non-Discrimination Statement

The Board of Education does not discriminate on the basis of race, color, religion, national origin, ancestry, military service, sex, disability, or age in its programs and activities, including employment opportunities. Please contact 504 Compliance Officer / ADA Coordinator, Cindi Tomassetti, at 440-740-4000 for any questions or concerns.

Sunset Clause

This Handbook replaces all prior handbooks and other prior written material provided on the same subjects. This Handbook does not equate to an irrevocable contractual commitment to the student, but only reflects the current status of the Board's policies and the School's rules. If any of the policies or administrative guidelines referenced herein are revised, the language in the most current policy or administrative guideline prevails. Copies of current Board policies and administrative guidelines are available on the District's website.

Grading Philosophy Statement

At BBHHS, grades reflect a student's demonstrated learning and understanding of course content. Evidence of learning is collected through a variety of methods and activities throughout the learning process.

Formative assessments—such as classwork, homework, quizzes, and active participation—are designed to provide students, teachers, and parents with ongoing feedback about progress. These assignments are essential for guiding instruction and supporting student growth. While completion of formative work is expected, it will account for **20% of the overall course grade**.

Summative assessments—such as tests, projects, reports, and presentations—serve as the culminating evaluations of student learning at specific points in time (e.g., end of unit, quarter, or semester). These experiences provide the most accurate measure of what a student has learned and will comprise **80% of the overall course grade**.

Teachers have discretion over the classification of assignments as **formative** or **summative**. While assignments are clearly marked as **summative** or **formative** PowerSchool, any questions about the classification of assignments should be directed to the teacher of the course.

Student Expectations

For over a century, the students of Brecksville-Broadview Heights have been building a tradition of excellence. As current students, we can help contribute to that tradition and increase the likelihood of our personal success if we:

1. Accept responsibility for our education, decisions, and actions.
2. Act in a way that best represents our school, parents, community, and self to promote a safe, healthy environment in which to learn.
3. Are active in the school and community.
4. Maintain a balance between academics, co-curricular activities, and community projects, and continually give our best effort to each.
5. Support our fellow students and their activities.
6. Respect cultural diversity, individuality, and the choices and rights of others.

Academic Dishonesty and Plagiarism Policy

At BBHHS, academic honesty and integrity are foundational to a student's educational growth. This policy is designed to help students learn from their mistakes and understand the importance of original work, while still holding students accountable.

First Offense

If a student commits plagiarism or academic dishonesty for the first time in a course, the incident will be treated as a classroom behavioral issue. Students can expect the following steps:

- **Discussion & Notification:** The teacher will talk to the student directly about the incident and contact the parent or guardian.
- **Administrative Notification:** The teacher will notify the administrator of the incident.
- **Grading & Resubmission:** The teacher will issue a classroom consequence, this could be consequences such as asking the student to **resubmit the assignment for reduced credit**, completing an alternative assignment, or issuing the student a "0" for the assignment in the gradebook.

Subsequent Offenses

If a student violates the academic dishonesty policy for a second time, the consequences will escalate to reflect the pattern of behavior and may include the following:

- **Loss of Credit:** A student may receive a **zero (loss of credit)** for the assignment, with no opportunity for resubmission.
- **Progressive Discipline:** The student may face additional school-level consequences that may include Saturday Detention, Loss of Open Campus/Student Privileges, In-School Detention, or Out-of-School Suspension (OSS).

Academics

The school year is divided into two semesters with each semester consisting of two nine-week intervals of instruction. Grades are a report on student learning. The student will provide evidence of learning that will be recorded and reported by the teacher. Grades and point averages will be computed based upon the courses a student is enrolled in when credit is awarded.

Grading Scale

Letter grades in each course are based on the percentage scale below with their associated grade point averages.

BBHHS Grading Scale				
Letter	Percentage	Regular	Honors	AP
A	100-92	4.0	4.5	5.0
A-	91.9-90	3.7	4.2	4.7
B+	89.9-87	3.3	3.8	4.3
B	86.9-83	3.0	3.5	4.0
B-	82.9-80	2.7	3.2	3.7
C+	79.9-77	2.3	2.8	3.3
C	76.9-73	2.0	2.5	3.0
C-	72.9-70	1.7	2.2	2.7
D+	69.9-67	1.3	1.3	1.3
D	66.9-64	1.0	1.0	1.0

D-	63.9-60	0.7	0.7	0.7
F	<59.9	0.0	0.0	0.0

Assessment of Learning

Assessment of student learning is ongoing. Formal assessments can be tests, quizzes, or projects and specific to a topic/unit/marking period/term.

Academic Load

Students must be enrolled in a minimum of 5.5 credits per year and a minimum of 5 courses each semester A total of 21 credits are required for graduation.

Class Add/Drops

Planning a schedule for the next school year is a difficult task and situations may occur requiring a change in that schedule. These schedule changes, however, have a serious effect on class size, teacher assignments, and the overall master-schedule, and therefore, must be made sparingly. The student and parent are urged not to plan a program with the idea that it can be changed. Once a student selects his/her courses (verified by parents) the School Counseling Department will not initiate a schedule change unless a compelling educational reason exists. After the close of the school year no changes will occur unless:

1. There is a technical error in the scheduling process.
2. It is clear that the student is academically misplaced.
3. There is a scheduling conflict.

In the event that a student switches from a class that is weighted to one that is not weighted or weighted at a different rate the weight will be calculated based off of the weight for the course they completed that semester. Moving forward they would be granted the weight of the course they are currently enrolled in and that is the name of the class that will appear on their transcript. For example, if a student moves from Honors Geometry to Geometry at the conclusion of semester 1, the student will be weighted off the 4.5 GPA scale for the first semester and a 4.0 GPA for the second semester. The class will appear as Geometry on the transcript for the entire year.

S/U Option ("Pass/Fail")

The "S/U" option is the opportunity for students to select 1 unit of credit or less in non-required subjects for credit each year in which the grade will be either *Satisfactory* or *Unsatisfactory*. Satisfactory (*S*) shall require a "C" or higher for credit; this translates into an average of at least 73%. An average below 73% will result in an "Unsatisfactory (*U*). This option is not available for honors or advanced placement courses. "*S/U*" option shall not be used for courses required for graduation.

"Satisfactory or Unsatisfactory" credit will be included in the total credits being taken by the student, but will not be figured into the grade point average or class rank. Therefore, the "S/U" option does not figure into the GPA to determine a student's eligibility; however it will count toward the 5-credit course requirement that also determines eligibility.

The student's declaration for "S/U" must be made no later than the 1st quarter interim date for the first semester or year-long courses and the applications must be approved by the student's counselor and Assistant Principal. During the second semester, students have *until the 3rd quarter interim date to select this option*. Applications are available in the school counseling office.

Student Academic Honors and Recognitions

BBHHS is proud of the many accomplishments of its students and is committed to recognizing their achievements in a variety of ways. Student accomplishments may be highlighted through school and district publications, social media, honor societies, awards ceremonies, academic and extracurricular recognition programs, Senior Awards Night, Commencement, and other school-sponsored events and communications.

Students and families are encouraged to share significant achievements with the school. If a student or parent/guardian believes an accomplishment has not been recognized or shared by BBHHS or the District, they are encouraged to contact the school administration. Administrators will review the achievement and consider appropriate opportunities for recognition.

Honor Roll and Merit Roll

At the end of each nine-week grading period, recognition is given to those students who achieve academically. In order to be awarded Honor Roll status, a student must achieve a grade point average of 3.75 or better; Merit Roll status is awarded to those students who achieve an average of 3.00 to 3.749. A grade of D, U, WF, AF, or F in any class precludes a student being included on the Honor Roll or Merit Roll.

Latin Honors System

BBHHS uses the Latin Honors System to recognize the academic success and well-rounded engagement of our seniors. Instead of ranking students numerically, we honor high achievements using three categories based on **cumulative GPA**, **standardized test scores**, **advanced coursework**, and **school involvement**. The following table explains the standards that need to be met for each category of Honor Level.

Latin Honors Requirements				
Honor Level	**GPA**	**SAT/ACT**	**Extracurriculars**	**Adv. / CTE Courses**
Summa Cum Laude	4.2 or above	SAT - 1360+ ACT - 30+	4 or more school activities	4 or more AP, Dual Credit, Honors, or CTE
Magna Cum Laude	3.7 - 4.19	SAT - 1200+ ACT - 25+	3 school activities	3 AP, Dual Credit, Honors, or CTE
Cum Laude	3.5 - 3.69	SAT - 1060+ ACT - 21+	2 school activities	2 AP, Dual Credit, Honors, or CTE

***Transfer Student *Disclaimer**: *grades of students transferring to the high school from a chartered community or nonpublic school will be recognized; however, such students shall have no established class rank for purposes of graduation honors such as Cum Laude, Summa Cum Laude, and Magna Cum Laude, until such time as they have completed two (2) semesters prior to the final semester of graduation. No student shall be eligible for graduation honors unless they have been enrolled for two (2) consecutive semester(s) prior to the final semester utilized for purposes of determining such honors.*

Ohio State Recognition Programs

The State of Ohio recognizes high-achieving students through the Governor's Merit Scholarship (GMS)

program. The scholarship is awarded to students whose academic achievement and GPA place them among the top 5% of their graduating class. Specific information about GMS can be found in ***Board Policy 5430.***

Eligibility and Selection

- Eligibility is determined using a student's Grade Point Average (GPA) and academic achievement as calculated in accordance with the district approved grading scale and in accordance with Ohio law and guidance from the Ohio Department of Higher Education (ODHE).
- Students attending District Success Academies and students who graduate early may be considered for nomination in accordance with the state requirements.
- The number of students nominated is limited by the allocation established by the Ohio Department of Higher Education based on school enrollment..
- Post-secondary plans will not be considered when determining eligibility or nominations.
- Eligible students will be reported to the Ohio Department of Higher Education, which will provide information regarding scholarship opportunities.

Report Cards

Students receive report cards approximately one week after the end of each nine-week grading period. Report cards include letter grades and comments for each course, absence and tardy records, and grade point averages.

The calculation of quarter and semester grades is as follows:

% Total grade	40% Qtr. 1	40% Qtr.2	20% Exam

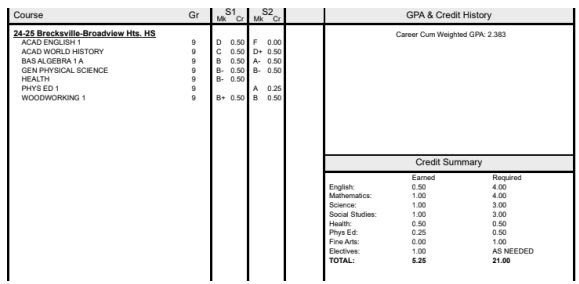
Example:

Grade	76%	84%	82%
Computation	76%(0.4) + 84%(0.4) + 82%(0.2) = 80.4% = B-		

Questions on individual grades should be directed to the course teacher involved. Repeated courses do not replace failed courses, all attempts to earn credit will remain on the transcript for the semester it was attempted.

Cumulative Course Grades

Students enrolled in full-year courses that award one full credit must pass both semesters in order to receive credit for the course. If a student passes only one semester of a full-year course, they will earn 0.5 credits. and be required to retake the full course or complete a credit recovery program to make up the remaining 0.5 credits. In the scenario below the student passed Acad English 1 for first semester earning them 0.5 credits, but did not pass the second semester of the class and did not earn the remaining 0.5 credits. This student would then be required to complete a credit recovery program to earn the remaining 0.5 credits.



Course	Gr	S1 Mk	S1 Cr	S2 Mk	S2 Cr
24-25 Brecksville-Broadview Hts. HS					
ACAD ENGLISH 1	9	D	0.50	F	0.00
ACAD WORLD HISTORY	9	C	0.50	D+	0.50
BAS ALGEBRA 1 A	9	B	0.50	A-	0.50
GEN PHYSICAL SCIENCE	9	B-	0.50	B-	0.50
HEALTH	9	B-	0.50		
PHYS ED 1	9			A	0.25
WOODWORKING 1	9	B+	0.50	B	0.50

GPA & Credit History

Career Cum Weighted GPA: 2.383

Credit Summary

	Earned	Required
English:	0.50	4.00
Mathematics:	1.00	4.00
Science:	1.00	3.00
Social Studies:	1.00	3.00
Health:	0.50	0.50
Phys Ed:	0.25	0.50
Fine Arts:	0.00	1.00
Electives:	1.00	AS NEEDED
TOTAL:	**5.25**	**21.00**

It's important to note that students who are required to take credit recovery due to a course failure cannot use that opportunity to earn additional credit hours toward the minimum graduation requirements. Credit recovery is intended only to replace lost credit, not to exceed credit totals. If students wish to earn additional credit hours beyond recovery, they must first receive approval through the district's Credit Flexibility Plan.

Report Cards will be posted to PowerSchool on the following dates:

1st Quarter……October 30, 2026 3rd Quarter…….March 26, 2027

2nd Quarter……..January 20, 2027 4th Quarter…….June 4, 2027

Interim Progress Reports

Student's progress may be monitored throughout the year by logging into PowerSchool. When a student is failing or in danger of failing a class at interim time, the student's teacher(s) will reach out to their parents via phone or email to notify them of their poor progress. Students who have provided little evidence of growth or adequate progress in class will meet with their Teacher/Counselor/Assistant Principal to develop a plan for improvement. Parents are encouraged to contact the Teacher, Counselor, or Assistant Principal throughout the year to receive descriptive and prescriptive feedback.

Interim Progress Reports will be posted in PowerSchool on the following dates

Qtr. 1 - 9/25/2026 Qtr. 2 - 11/20/2026

Qtr. 3 - 2/19/2027 Qtr. 4 - 5/7/2027

Parent / Teacher Conferences

Communication between the home and school is viewed as extremely important. Parent-teacher conferences are held formally on one evening during the first and third nine weeks of the school year. Other conference times can be scheduled throughout the year by teacher or parent request.

10/1/2026 2/18/2027

National Honor Society

In order to be eligible for the National Honor Society Chapter, students must maintain a minimum grade point average. The minimum required GPA is 3.75. In addition, students must exhibit strong evidence of character, leadership and service in the school and community. All coursework must be taken in the academic level or above. Those students who are academically eligible are notified during the first semester of their junior year. Students not eligible or not selected during the junior year may become eligible or be reconsidered their senior year. The National Honor Society follows all guidelines established by the National Constitution and the Chapter By-Laws.

Other Opportunities for Students to be Honored for Excellence

Tri-M Music Honors Society, International Thespian Society, International Honor Art Society, National Technical Career Honor Society, Quill And Scroll and Delta Epsilon Phi.

High School Exam Policies

All courses at BBHHS include a midterm examination and a final examination or culminating assessment **including senior level courses in May*.** Midterm and final examinations are important components of the instructional program and are each included in the calculation of a student's course grade. Collectively, the midterm and final assessments will account for 20% of the student's final calculated course grade.

The school may provide opportunities for students to earn a final examination waiver through established criteria. Such opportunities may include successful completion of advanced coursework, demonstrated proficiency through state End-of-Course assessments, or approved portfolio, performance, or project-based assessments developed by teachers and approved by the administration.

Information regarding final examination waiver opportunities, eligibility requirements, and application procedures will be communicated to students and families in a timely manner.

Students who earn a final examination waiver will always have the option to take the final examination if they believe doing so may improve their final course grade.

End of Course Exams

The state of Ohio uses End-of-Course Exams to measure student growth. These exams are aligned to the New Learning Standards for English Language Arts, Mathematics, Science, and Social Studies. The Ohio Department of Education has mandated end of course exams in 6 areas: Algebra I, Geometry, English 2, Biology, American History, and American Government. With few exceptions, students must demonstrate proficiency on their Algebra 1 and English 2 end-of-course exams plus earn two (2) seals as defined by criteria established by the State of Ohio to become eligible for a diploma.

College Admissions Tests

The Preliminary Scholastic Assessment Test/National Merit Scholarship Qualifying Test (PSAT) will be administered to all juniors. The PSAT/NMSQT is used to qualify juniors for the National Merit Scholarship Program. The PSAT/NMSQT is also a practice test for the Scholastic Assessment Test. The SAT is a required admissions test for many select/private colleges. The PSAT 8/9 is an assessment provided by the school to establish a starting point in terms of college and career readiness, while the PSAT 10 is designed specifically for high school sophomores that test the same skills and knowledge as the SAT. Additional resources are available to all students who link their College Board account with Khan Academy.

*****These tests will be administered on Fall Test Day, October 8, 2026*****

PRE-ACT is a practice/predictive ACT assessment. It will be administered to all sophomores on the Spring Test Day. The ACT is a required admissions test for many colleges. BBHHS seeks to provide students with the best opportunities for practice of the skills needed for performance on the high stakes testing.

Most colleges require either the American College Test (ACT) or the Scholastic Assessment Test (SAT) as part of admissions application. Students should check to see which test is preferred by the college of their choice. It is suggested that juniors take the ACT and/or SAT during the spring of their junior year. The advantage of spring testing is that the student will be able to retest in the fall, if it is desirable. Colleges do accept students based on spring test results.

The Brecksville-Broadview Heights High School code number for these tests is 360575.

SAT:		ACT:	
Test Dates	Regular Reg. Deadline	Test Dates	Regular Reg. Deadline
Aug.. 23, 2025	Aug. 8, 2025	Sept. 6, 2025	Aug. 1, 2025
Sept. 13, 2025	Aug. 29, 2025	Oct. 18, 2025	Sept. 12, 2025
Oct. 4, 2025	Sept. 19, 2025	Dec. 13, 2025	Nov. 7, 2025
Nov. 8, 2025	Oct. 24, 2025	Feb. 14, 2026	Jan. 9, 2026
Dec. 6, 2025	Nov. 21, 2025	Apr. 11, 2026	March 6, 2026
March 14, 2026	Feb. 27, 2026	June 13, 2026	May 8, 2026
May 2, 2026	Apr. 17, 2026	July 11, 2026	June 5, 2026

~~June 6, 2026 May 26, 2026~~

Testing dates can be found on the CollegeBoard and ACT sites linked below:

See https://satsuite.collegeboard.org/sat/dates-deadlines for more information and updates from SAT.
See https://www.act.org/content/act/en/products-and-services/the-act/registration.html for more information and updates from ACT.

Advanced Placement Tests

Advanced Placement Tests enable students to receive college credit for courses taken in high school, based on their performance on the national standardized Advancement Placement Tests. All students enrolled in AP courses are required to take the AP tests. Fees for AP tests are included in class fees. Failure to take the AP Test will result in a Final Exam grade of "0" which counts toward 20% of the student's grade. ~~loss of weighted credit for the course~~. Making-up an AP test requires prior approval and possibly medical documentation.

Advancement Placement (AP) Examination Dates: May 3-14, 2027

Registration materials for all of the above tests are available in the School Counseling Office.

Attendance

STUDENT ATTENDANCE POLICY: (ADOPTED BOE: December 15, 2021)

Philosophy: Regular daily class attendance and punctuality are necessary in order for the learning process to be effective. Frequent absences disrupt the instructional process, which requires a continuity of classroom learning experiences, pupil interaction, and study in order to reach the goal of maximum educational benefits for each student. Studies show that students who miss school frequently experience great difficulty in achieving the maximum benefits of instruction. We are aware that there are occasions when a student cannot be present and thus may miss an essential learning experience. The Board adopted attendance policy which adheres to current state law is posted on the District's website.

The following are VALID reasons for absence from school:

1. Personal illness (a written physician's statement verifying the illness may be required)
2. Appointment with a health care provider
3. Illness in the family necessitating the presence of the child
4. Quarantine of the home
5. Death in the family
6. Necessary work at home due to absence or incapacity of parent(s)/guardian(s)
7. Observation or celebration of a bona fide religious holiday
8. Out-of-state travel (up to a maximum twenty-four (24) hours per school year that the student's school is open for instruction) to participate in a District-approved enrichment or extracurricular activity
9. Such good cause as may be acceptable to the Superintendent
10. Medically necessary leave for a pregnant student in accordance with Policy 5751
11. College visitation
12. Absences due to a student's placement in foster care or change in foster care placement or any court proceedings related to their foster care status
13. Absences due to a student being homeless

An Unexcused Absence exists when a student is absent from school with his/her parents knowledge, but for a

reason deemed to be unacceptable by the administration.

Absences - What constitutes an absence?

1. Absences include the VALID reasons cited in an earlier section.
2. Students must be in class more than half a period or they will be considered absent for the entire period.
3. Planned absence days are considered absent days when determining the total number of days absent from class for any period of time.
4. Time spent in ISA (In-School Assignment) will not count against the student's class absence provided class work assigned is attempted/completed per direction of the classroom teacher and/or ISA monitor.
5. Days suspended out-of-school are counted as absences from school.
6. School related activities or functions are not counted as an absence from class--for example: calls from the office, assemblies, field trips, sporting events, contests, etc. that are scheduled during school hours.

Notification of attendance problems:

1. Parents and students will be notified of attendance problems prior to truancy being filed.
2. Means of notification:
    a. Contact from Attendance Office.
    b. Days absent will be noted on nine weeks grade cards.
    c. A certified letter will be sent home when a student has met the criteria established by HB410 for notification.
    d. Attendance Intervention Team meetings used as the need arises.

General Absence Procedures

In every case of a foreseen absence an attempt should be made to have the absence excused in advance. Parents/Guardians are to notify the school attendance office of an absence by using the School Messenger/SafeArrival reporting system or calling the **Attendance Office at 740-4715, before 9:00 a.m.** After 9:00 a.m., the attendance secretary will attempt to contact a parent or guardian at home or at work through the automated School Messenger system to clear the absence. In the event that phone contact is not made, the student must submit a written note from a parent or guardian to the attendance office upon returning to school. **Parents must contact the attendance office using SchoolMessenger/SafeArrival or over the phone when a student is leaving school for illness or appointments.** Students leaving during the school day **MUST** report to the main office for a pass and scan out as **Early Dismissal**. Students are **NOT** permitted to scan out under **Open Campus** and leave for the day as **Early Dismissal**. This will be marked as an unexcused absence and treated as a class cut.

Make-Up Work

When a student returns from an absence, it is his/her responsibility to make arrangements for completing make-up work. Generally, students will be allowed one day make-up time for each day absent, but exceptions may be made with the approval of the teacher.

Home Instruction

Procedures for Home Instruction of a student should begin when it is suspected that the student might be out of school for **10 or more consecutive school days** due to illness. These procedures are available through the School Counseling Office.

Tardiness to School/Class

Each student is expected to report to school on-time every day prepared to demonstrate learning. Tardiness and absences will be subject to disciplinary action as defined in the Student Code of Conduct. Examples of

tardiness may include: car problems, over sleeping, unexcused personal reasons, and any tardiness to class without a valid excuse (as determined by the attendance office). If a student is ill during the morning and a parent chooses to call them in as **arriving late to school** they will be marked accordingly in daily attendance.

A tardy is defined as **arrival to class** after the tardy bell has rung. A student should be in their seat prior to the bell sounding to avoid being tardy to school. Students may receive a **Tardy** if they arrive after the tardy bell and prior to the end of 1st period. Students who have a 1st period class and arrive after the 2nd period bell will be marked as unexcused absent for the time they missed. Students who have Open Campus/LateArrival 1st (or 2nd) period and arrive late to their first class of the day will be marked as Classroom Tardy. Students in this scenario will be treated as if they are arriving late from Open Campus. If a student arrives late from Open Campus 3 or more times their Open Campus Privilege may be removed or an alternative consequence may be enforced (See Open Campus / Student Privilege Section).

Students must have a hall pass from their last class when late to their next class if a tardy is to be avoided. If a student is tardy, they should report immediately to their assigned class where the teacher will record the tardy and respond appropriately to the violation. Any classroom tardy beyond FIVE (5) minutes may be considered a "class cut" and referred to the assistant principal's office.

As the student accumulates **tardies** to school the following consequences may result:

1. Tardies 1-3 = Warning
2. Tardies 4 = Before / After School Detention
3. Tardies 5-6 = Warnings
4. Tardy 7 = ½ Saturday School Detention
5. Tardies 8-9 = Warnings
6. Tardy 10 = Saturday School Detention
7. Tardies Over 10 = Tardy Plan = Loss of Open Campus / Study Hall / Cafe Privileges

Student Privileges may be revoked after the 5th unexcused tardy. This process will reset each quarter.

Planned Absences

Absence for a family trip or vacation, extracurricular activities, non-school sponsored activities, college visitations, etc., is to be considered a Planned Absence. **An Advance Notice of Absence is to be completed and submitted to the Assistant Principals' Offices prior to the scheduled absence from school.** Care should be given when planning a vacation during the school year because a student's grades may be adversely affected (Planned Absences may be denied by an administrator if a student has exceeded 65 total absence hours in a school year).

The following criterion applies to all requests for Planned Absences:

1. Planned absences are not to be requested during those days established for any building level assessments. (eg. National, State, and Building Assessments)
2. It will be the student's responsibility to make arrangements for makeup work and/or tests missed upon return to school. Teachers will not be expected to tutor individual pupils.
3. All work and/or tests are expected to be made up in the prescribed period of time. Failure to provide evidence of learning may result in zero (O) credit. Extensions to deadlines are at the teacher's discretion.
4. Excessive absences may require individual tutoring at the parents' expense.
5. A college official must verify that a college visit has been successfully completed.

Attendance Policy Guidelines

Student attendance will be recorded each period of the school day by a designated staff member. The student

may be required to participate in an absence intervention program if they exceed an attendance threshold during the school year. The absence intervention team will be composed of an assistant principal, counselor, a faculty representative, and a parent or guardian.

Truancy

Truancy is defined as absence from school and/or any part of a class without parents' and/or a school official's knowledge or permission.

A student is considered to have ***excessive absences*** when the student has been absent for at least:

- 38 hours in one month regardless of excuse; or
- 65 hours in one school year regardless of excuse.

Students who have surpassed a threshold for **excessive absenteeism** may be required by an administrator to participate in an absence intervention meeting or provide written documentation from a professional to excuse any absences moving forward.

A student is considered ***habitually truant*** when the student has been absent for at least:

- 30 consecutive hours without a legitimate excuse;
- 42 hours in one month without a legitimate excuse;
- 72 hours in one school year without a legitimate excuse;

Notice will be sent to a parent or legal guardian within seven school days of the absence that triggers the habitual truancy designation. Habitually truant students shall be required to participate in an absence intervention program.

Medical Appointments

Appointments for medical and dental visits during the school day must follow the established procedure:

1. A parent must submit an absence on SchoolMessenger/SafeArrival with a note from a medical provider attached or call the Attendance Office prior to, or the morning of, an appointment. A student who is leaving early for an appointment **must** pick up a signed release slip from the attendance office and then scan out of the auditorium or main entrance doors. A time of return will be needed in order to ensure the student's arrival back to school.
2. The student will be listed on the absence list for the time missing school.
3. The student must scan back into the building upon returning to school.
4. Emergency appointments will require a parent call prior to the student leaving; verification from the doctor's office may be requested by the Attendance Office upon return to school.
5. Failure to follow the procedure will result in the absence from school being marked as unexcused.

Field Trips

Field trips are academic activities that are held off school grounds. There are also other trips that are part of the school's co curricular and extra-curricular programs. No student may participate in any school-sponsored trip without parent consent and a medical emergency form on file. Participation in a field trip is a privilege and may be denied by the administration due to academic, behavior, or attendance concerns. Students must have all emergency medical information on file prior to attending any field trip or school functions (ie. Dances, Clubs, Extracurricular).

Students participating in field trips are responsible for all work assigned while they are out. It is the responsibility of the student to coordinate make-up work and due dates with their teachers. Extensions to assignments in relation to the absence policy are at the teacher's discretion. Assignments given prior to the Field Trip have deadlines that are not subject to change.

STUDENT SERVICES

School Counseling Department

Each student will be assigned a school counselor who will be available to assist him/her in making academic, vocational and personal choices. The counseling staff is also responsible for maintaining student records, planning and scheduling informational meetings, and coordinating the testing program. Students who need to see their counselor during the school day should visit the counseling office before school, after school, during study hall or lunch to schedule an appointment. In an emergency situation, the student should check with the counseling secretary who will help secure a counselor's assistance immediately. Students and parents are encouraged to contact counselors with questions or problems at 740-4720.

Change of Phone Number / Address / Custody

Any change of address, telephone number, or CUSTODY during the school year must be reported to the School Counseling Office at 740-4720. Proper documentation must be presented for the student records.

Board Approved Student Fees

The chart below contains the Board of Education approved Student Fees for the 2026-2027 School Year. Student fees should be paid regularly and accounts should be kept up to date to avoid large balances. Activities such as, participation in extracurriculars, school dances, and student privilege opportunities (open campus and driving privileges) may be withheld from students until student fees are brought up to date and previous years balances are paid.

HS Student Fees For 2026-2027						
Grade	**General**	**Tech**	**TOTAL**	**Parking (Opt)**	**Parking CVCC**	**Instrument Rental***
12	$ 80.00	$ 30.00	$ 110.00	$ 60.00	$ 30.00	$ 70.00
11	$ 80.00	$ 30.00	$ 110.00	$ 60.00	$ 30.00	$ 70.00
10	$ 80.00	$ 30.00	$ 110.00			$ 70.00
9	$ 80.00	$ 30.00	$ 110.00			$ 70.00
CCP	$ 50.00	$ 30.00	$ 80.00			
CCP fee(above): *is in lieu of the general fee. Reduced to accommodate students attending classes off campus. Must take 3 more CCP classes per semester.*						
CCP Failure Fee: *If a student fails a CCP course, the District charges student for the total cost of the course.*						
AP Fee: *The District charges the amount assessed from the College Board + $1*						
Parking Fines:	1st thru 4th offense	$10	each offense			
	5th or more	$20	each offense			
*Instrument rental fee is per instrument if student rents a district owned instrument.						

Student Records and Directory Information

Student records shall be available only to students and their parents, eligible students, designated school officials, and designated school personnel, who have a legitimate educational interest in the information, or to other individuals or organizations as permitted by law. Both parents shall have equal access to student records unless stipulated otherwise by court order or law. In the case of eligible students, parents may be allowed access to the records without the student's consent, provided the student is considered a dependent under section 152 of the Internal Revenue Code. Only "directory information" regarding a student shall be released to any person or party, other than the student or his/her parent, without the written consent of the parent, or, if the student is an eligible student, without the written consent of the student, except to those persons or parties stipulated by the Board's policy and administrative guidelines and/or those specified in the law.

Each year the District provides public notice to students and their parents of the District's intent to make available, upon request, certain information known as "directory information." The Board designates as student

"directory information": a student's name; address; telephone number; date and place of birth; 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; and scholarships. Directory information shall not be provided to any organization for profit-making purposes. The Board may disclose "directory information" on former students without student or parental consent. For information about parent and student rights to inspect, review and request amendments to educational records, or if parents/students believe their rights under Federal law have been violated, please contact the Director of Pupil Services at 740-4000. (BOE Policy 8330)

Student Privacy and Parental Access Information

The Board of Education respects the privacy rights of parents and their children. No student shall be required, as a part of the school program or the District's curriculum, without prior written consent of the student (if an adult, or an emancipated minor) or, if an unemancipated minor, his/her parents, to submit to or participate in any survey that reveals information concerning:

A. political affiliations or beliefs of the student or his/her parents:
B. mental or psychological problems of the student or his/her family;
C. sex behavior or attitudes;
D. illegal, anti-social, self-incriminating or demeaning behavior;
E. critical appraisals of other individuals with whom respondents have close family relationships;
F. legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
G. religious practices, affiliations, or beliefs of the student or his/her parents; or
H. income(other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program).

Additionally, parents have the right to inspect, upon request, any instructional material used as part of the educational curriculum of the student. The parent will have access to the instructional material within a reasonable period of time after the request is received by the building principal. The term instructional material means instructional content that is provided to a student, regardless of its format, including printed and representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or assessments.

The Board will not allow the collection, disclosure, or use of personal information collected from students for the purpose of marketing for commercial purposes or for selling that information (or otherwise providing that information to others for that purpose).

The Superintendent is directed to provide notice directly to parents of students enrolled in the District of the substantive content of this policy at least annually at the beginning of the school year, and within a reasonable period of time after any substantive change in this policy.

In addition, the Superintendent is directed to notify parents of students in the District, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when the administration of any survey by a third party that contains one or more of the items described in A through H above are scheduled or expected to be scheduled. (BOE Policy 2416)

Special Services

The services of a school psychologist, speech and hearing therapist, and academic tutors are available for those who qualify. In addition, a school nurse or health aide is available at regularly scheduled times. Questions should be directed to the counseling office 740-4720.

Cafeteria

The cafeteria will serve breakfast daily from 7:00 AM through 3rd period. Students may pay with cash daily or prepay using a check. Parents may also deposit money into their children's accounts using the payschoolscentral.com website. Information on using the PaySchools website and student balances can be found on the district website. Free and reduced meal applications can be found at payschoolscentral.com and completed at any time during the school year. Students will be issued and must use a PIN number when making purchases.

Food or Beverages in the Building

Students are responsible for helping to promote a clean, safe, and hygienic environment. While food and beverages are not restricted to the cafeteria, students who bring food or beverage items into the hallway or classrooms may be asked to dispose of these items at the teacher or staff members discretion. Doordashing or food delivery services of any kind are **Not** permitted during school hours. If a student forgets their lunch at home a parent may drop it in the main office for them with a note.

Clinic

All students are required to have an Emergency Medical Authorization form completed through FinalForms. A school clinic's purpose is to manage minor illness and injuries.

Medication Taken at School

If possible, all medications should be given to all students at home. If it is necessary for a student to take medication during school hours parents/guardians may come to school and administer medication to their student OR the following conditions must be met:

- Prescription medication authorization forms need to have the physician section completed, including name of medication, dosage, and time of administration. There is a section for parents/guardians to complete. *These forms are available under the Health Services section of the District website.*
- Non-prescription medication authorization forms do not contain a physician section. Non-prescription medication authorizations are filled out entirely by the parent/guardian.
- Any medication must come to school in its original sealed container with the child's name on it. Pharmacies will provide 2 bottles when asked.
- An adult needs to bring the medication to the clinic. Students must not carry medications on the bus.
- The FIRST dose of any medication must be administered at home.
- Medication authorization forms must be completed each year or as medical needs arise.
- Asthma inhalers, epinephrine autoinjectors, and medication to treat diabetes may be carried and used by students with an Emergency Action Plan on file. Emergency Action Plans provide written authorization for self administration of these medications from the physician and the parent/guardian. (BOE 5330, 5336)
- Medication must be picked up at the end of the year or it will be discarded. (BOE Policy 5330)

Illness/Fever

A student will be sent home from the clinic if they display a temperature of 100.0 degrees or higher. Note that the child should be fever-free for 24 hours without taking fever-reducing medication before returning to school. A student will be sent home from the clinic if they are vomiting. Twenty-four hours should pass from the last episode of vomiting before returning to school. If a child is started on an antibiotic for a communicable disease, they need to receive 24 hours of the medication before returning to school.

Vision/Hearing

The Brecksville-Broadview Heights City School District does not plan or conduct non-emergency invasive physical examinations or screenings. This does not include vision and hearing screenings.

Vision and hearing screening is offered for all students in Kindergarten, first grade, third grade, fifth grade,

seventh grade (vision ONLY), 9th grade,11th grade.

Injury/Health Care Needs
Students with specific health care needs should deliver written notice about such needs, along with physician documentation to the school clinic.

Misuse of the Clinic
Use of the clinic is for students who are ill or have a medical need. Students who are found to be misusing the clinic for any reason (loitering, class avoidance, etc.) may receive a consequence in alignment with the student code of conduct for their actions.

If there are additional questions regarding the school clinic, please reach out to the District Health Care Coordinator.

~~All students are required to have an Emergency Medical Authorization form completed through FinalForms.~~

~~Before visiting the school clinic, students must obtain a pass from a staff member.~~

~~If a student needs to take medication during the school day, all required medical forms must be properly completed and submitted in advance. These forms are available under the Health Services section of the District website.~~

~~The Brecksville-Broadview Heights City School District does not plan or conduct non-emergency invasive physical examinations or screenings. This does not include vision and hearing screenings.~~

~~For the health and safety of all students, it is recommended that students remain at home until they are fever-free for at least 24 hours without the use of fever-reducing medication. Students experiencing vomiting or diarrhea due to illness should stay home for at least 24 hours after the last episode.~~

~~If there are additional questions regarding the school clinic, please reach out to the District Health Care Coordinator~~

Risk Reduction Program

The Board of Education believes that the employees and students of this District, as well as visitors, are entitled to function in an environment as free from hazards as can reasonably be provided. In this regard and in accordance with law, the Board will provide reasonable and adequate protection to the lives, safety, and health of its employees and students, in compliance with Federal and State laws and regulations. The Director of Business Services shall ascertain that the employees and students of this District are aware of their rights to an environment free of recognized hazards, that they are properly trained in safety methods, that protective devices and equipment are available to meet safety standards, and that proper rules and records are maintained to meet the requirements of the law and the regulations of the Public Employees Risk Reduction Advisory Commission. (BOE Policy 7430)

Transportation

For the safety of all concerned, students who ride the buses must adhere to the following rules:

1. No one shall interfere with the driver's operation of the bus.
2. No unauthorized person shall sit in the driver's seat or operate any controls.
3. The driver has the authority to assign seats.
4. Students must board and leave the bus at their designated bus stop unless they have parental and administrative permission. Students shall proceed to and from their designated place of safety and follow all hand signals from the drivers.
5. Forbidden cargoes include animals, firearms, ammunition, explosives, flammable substances and all other dangerous materials or objects.
6. No one shall have in their possession any tobacco, vape, alcohol, or other illegal drugs or substances.
7. No one shall throw any objects on, from, or into the bus.

8. No one shall cause any part of their body to project from the bus window.
9. No one shall eat or drink while on the bus.
10. No one shall cause damage to any part of the bus.
11. Profane language and fighting are prohibited on the bus.
12. Noise shall be kept to a minimum at all times to insure safety.
13. Students must remain in their seats at all times.
14. No one shall dispense any aerosol sprays or perfumes while on the bus.

The driver has the authority to enforce the above rules and regulations. Students shall conduct themselves on the school bus as they would in the classroom. Reasonable conversation is permissible. Continued disorderly conduct or refusal to obey the driver may be sufficient reason for losing the privilege of riding the bus to and from school and for extracurricular activities and field trips. Failure to comply with the above will result in disciplinary action.

Extracurricular Programs

Participation in extracurricular programs is an important aspect of a student's total education. Student government, clubs, performing groups, service organizations, athletics and other types of competition groups give students an opportunity to succeed in areas where they have special interest or talent. We are proud of the many activities offered to our students and encourage their participation. Clubs and Activities may be added and approved throughout the school year. Students interested in starting a club should complete the Club and Activity Approval Form. Please check the High School Activities Page for an updated list of clubs and activities throughout the year.

Student Organization Social Media Disclaimer

Students who create, manage, or contribute to social media accounts that reference, represent, or reasonably imply an affiliation with Brecksville-Broadview Heights High School or any school-sponsored team, club, or organization are subject to school oversight. Such accounts must comply with the expectations and standards outlined in the Student Code of Conduct.

Content posted on these accounts must reflect the positive values, character, and reputation of the school community. Social media activity that is inconsistent with these expectations, or that materially disrupts the school environment, may result in school disciplinary action. This includes, but is not limited to, content that is inappropriate, harmful, harassing, discriminatory, or otherwise inconsistent with school standards

The use of disclaimers (e.g., statements asserting that an account is "not affiliated" with the school) does not exempt students from responsibility. If an account's name, content, or context reasonably suggests a connection to the school or its organizations, student managers and contributors remain subject to school policies and disciplinary procedures.

Athletics

As members of the Suburban League, the Bees compete in a number of sports on the varsity, junior varsity and freshman levels. Listed below are team sports sponsored by the school. In addition, some students have competed as individuals in other sports recognized by the Ohio High School Athletic Association. ~~The schools in the conference are: Hudson, Nordonia, North Royalton, Stow-Munroe Falls, Solon, Twinsburg, and Wadsworth.~~ Admission to conference events is set by the Suburban League and established by its member schools. Questions should be directed to the Athletic Office.

Boys Sports	Girls Sports
Baseball	Basketball
Basketball	Bowling

Bowling	Cheerleading (Co-ed)
Cross Country	Cross Country
Football	Golf
Golf	Gymnastics
Lacrosse	Lacrosse
Soccer	Soccer
Swimming	Softball
Tennis	Swimming
Track	Tennis
Volleyball	Track
Wrestling	Volleyball

Interscholastic Extracurricular Eligibility

~~Students are required to maintain a minimum grade point average of 1.5 in order to be eligible to participate in any interscholastic extracurricular activity (grades 7-12) within the Brecksville-Broadview Heights City School District. The grades point average of each grading period (quarter grades) will be used to determine eligibility. The eligibility of a student will continue until the grades are released to the athletic office, at which time the grades from the immediately preceding grading period become effective. Incoming freshmen must have passed 75% of their classes in the fourth quarter of the previous year to participate in fall athletic activities. EXCEPTION: Eligibility or ineligibility for the first grading period commences with the start of the fall sports season.~~

~~Summer school grades earned may not be used to recalculate a student's G.P.A. from the last grading period of the regular school year. Additionally~~,

Eligibility requirements for participating in athletic programs ~~must~~ conform to the policies, rules/regulations, and limitations outlined by the Ohio High School Athletic Association. Specifically, student-athletes must be passing at least **five (5)** full credit equivalent courses each grading period to remain eligible. Keep in mind that all PE classes are .25 credit for a semester. The grades of each grading period (quarter grades) will be used to determine eligibility. The eligibility of a student will continue until the grades are released to the athletic office, at which time the grades from the immediately preceding grading period become effective. Incoming freshmen must have passed 75% of their classes in the fourth quarter of the previous year to participate in fall athletic activities. EXCEPTION: Eligibility or ineligibility for the first grading period commences with the start of the fall sports season.

Students who participate in interscholastic athletics and extracurricular activities are also subject to the rules of the Brecksville-Broadview Heights Drug, Alcohol, and Tobacco Policy. The policy is discussed with all participants at the beginning of their season and/or activity. Parents of student-athletes will also discuss the policy at their initial meeting with the school's athletic trainer. Copies are also available in the athletic office or from extracurricular advisors.

In order to participate in extracurricular activities, students must meet the following attendance requirements, and follow the procedures for any possible excusals.

1. Attendance Requirements:

To be eligible for participation in after-school extracurricular activities the day of an absence, students must attend school for a minimum of 50% of the school day or 3 consecutive class periods.

Annually students who exceed the state allotted 65 hours of excused absences may be placed on an absence intervention plan that may require them to meet specific requirements outlined in their intervention plan to continue participation in extracurricular activities.

2. Exceptions for Approved Appointments:

The administration understands that circumstances may arise in which a student must miss school due to a medical, dental, or college visit. In such cases, students may be granted full participation opportunities in after-school extracurricular programming provided that the student provides valid documentation of the appointment. This documentation should include the date and time of the appointment, and come from a verified source such as the student's medical provider or a college admissions office. The student must also return to school immediately after the appointment, unless specific exceptions are granted by the school administration due to extenuating circumstances.

3. Process for Requesting an Exception:

If a student requires an exception to the minimum attendance requirement they must follow these steps:
Inform the school administration, preferably in advance, about the upcoming appointment and the expected time of return. Provide the necessary documentation to verify the appointment. Adhere to any additional conditions or requirements communicated by the school administration regarding their return to school or participation in after-school activities.

Participation in extra-curricular activities/interscholastic sports is a privilege, and not a right. Therefore the Board of Education authorizes the Superintendent, principals, assistant principals, athletic director, and other authorized personnel employed by the District to supervise or coach a student activity program, to prohibit a student from participating in any particular or all extra-curricular activities of the District for offenses or violations of the Student Code of Conduct in accordance with the provisions of Policy 5530.01 In addition, participating student athletes are further subject to the extracurricular student Code of Conduct and may be prohibited from participating in all or part of any extra-curricular/interscholastic activity for violations therein. Students prohibited from participation in all or part of any extracurricular activity are not entitled to further notice, hearing or appeal rights. (Policy 5610.05)

Athletic Spectator Code of Conduct

1. I will cheer for my team, not against my opponents.
2. As a spectator I am here as a guest of the school and will conduct myself with respectful enthusiasm.
3. I will respect the decisions of game officials even when I do not agree with them.
4. I will not criticize or demean coaches or players.
5. I will respect the welfare of the players, other spectators and the facility. I will realize that any action which threatens this welfare (throwing objects, physical or verbal attacks and game disruptions) will be cause for ejection from the premises. I also realize that I may be denied the privilege of attending future games.

Dance Rules

Student dances have become a very popular extracurricular activity at Brecksville-Broadview Heights High School. The dances are an enjoyable fund raising activity for the sponsoring school organizations and they also provide students with an excellent opportunity to meet socially.

In an effort to make these dances a positive experience for all students, the following guidelines will be followed:

1. Students must have emergency medical information on file prior to attending any dance.
2. All school rules are in effect, whether the dance is on school property or not.
3. Once a student leaves the dance he/she is not allowed to return. No money will be refunded.
4. Students are expected to obey the requests of all chaperones, security officers, and other school personnel.

5. Dancing while on someone's shoulders is prohibited. Additionally, "moshing," "break dancing," and similar styles of dancing which encourage pushing, throwing, etc. others are not permissible. Sexually suggestive styles of dancing or "grinding" will not be permitted.
6. Students' behavior should be such as not to endanger or bother other students.
7. Students must be in 9th grade or higher.
8. Students who test positive with the alcohol sensor are subject to the BBHHS Student Code of Conduct which includes possible suspension and expulsion from school. Parents and the Broadview Heights Police Department would be contacted.
9. Students who refuse to test with the alcohol sensor are subject to the insubordination clause of the BBHHS Student Code of Conduct which may result in suspension from school and they will not be admitted to the dance. Parents will be contacted.
10. **No Guest Affidavits will be accepted at the door of the dance. All affidavits must be submitted prior to the event.**
11. **Ticket Sales Shall End 48 Hours PRIOR To All Dances. No tickets will be sold at the door.** See an administrator if you have any questions.

Anyone violating these rules or the Code of Conduct will be removed from the dance and may be subject to further disciplinary action. All students should provide school identification upon request. Guests from outside our high school must be approved in advance by completing and submitting the appropriate Dance Affidavit form available in the assistant principals' office.

Dance Attire

Minimal standard of dress for dances must comply with the school dress code. Fall and Winter Dance attire for students and their guests is semi formal attire fitting of the event. Jeans and tennis shoes are prohibited. Formal wear is worn to Prom. Any deviation from these standards would need to be approved by the administration in advance.

AROUND THE BUILDING

Emergency Procedures

Fire Drills: When the fire alarm sounds, all building occupants must leave the building in a quiet, orderly, safe manner. Exit directions are posted in each classroom and activity area. Fire drills are conducted throughout the year in accordance with Ohio Revised Code.

Tornado Drills: Tornado drills are conducted during the months when tornadoes are most likely to occur. Building occupants are to proceed quickly and quietly to their designated safety area and await instructions.

Intruder Drills: Intruder drills will be conducted in accordance with Ohio Revised Code. Building occupants are to proceed quickly and quietly to their designated safety area. This drill may require evacuating the building.

School Safety and Reporting

BBHCSD has chosen to use the Safer Ohio School Tipline as a way for students to report issues concerning safety of all members of the school community. Students can make a report on any of the following:

- Safety threats, bullying, harassment or intimidation at school
- Safety threats, bullying, harassment or intimidation outside of school
- Cyberbullying; Facebook, Instagram, YouTube, etc.
- Fights, drugs, alcohol or weapons at school

A report can be submitted by going to app.saferohioschooltipline.com, emailing

tip@saferohioschooltipline.com, or calling 844-723-3764. Reports can be made using your name or anonymously. It is always more helpful to state your name when making a report as this allows school personnel to follow up with you if you have questions.

Driving to School

Driving to school and parking in the student lot is a privilege that requires adherence to certain rules and regulations. These rules, as listed below, are stated on the application for the driving permit and are handed to the students when they receive their permits. The student's and parent's signature indicates knowledge of and agreement to comply with these rules and regulations. Application forms are available from the Assistant Principals' Office--the cost of a parking permit for the school year is $60. Fees will be prorated several times throughout the school year in accordance with information on the parking application.

Students who drive to school without proper authorization will be immediately assessed the full price of a parking permit to their student fee account. Students who need to drive on an occasional basis (doctor's appointment, club meeting, special help from a teacher, etc.) may obtain a temporary permit from the Main Office. Reckless or improper operation while on campus, driving unregistered vehicles, or parking in non-designated spots will also result in disciplinary action that may include: adhesive warning stickers affixed to the vehicle, temporary or permanent loss of driving privileges, detention, Saturday school assignment, and/or an in-school assignment. Unauthorized vehicles parked on school grounds are subject to towing at the owner's expense. Drivers of vehicles parked in unauthorized areas will be assessed a $10 fine for the first five (5) offenses and then a $20 fine for each successive violation (e.g., TLC lot, staff lot, handicapped, fire lane, grass) these fees will be directly added to the student fees account.

Rules and Regulations for Student Drivers

1. Only students who **currently have a valid driver's** licence are permitted to obtain a parking permit.
2. Parking permits are non-transferable. Only a student who is registered and hangs an authorized permit on the rearview mirror will be permitted to park in the designated student lots. All others will be told to leave the grounds and return without the car. Any missed school time will be considered as unexcused. Students who falsify a parking permit will be subject to severe disciplinary consequences. Student cars are not to be parked in any other area of the campus or grounds—including grassy areas.
3. **Students who park in the faculty lot will be assessed a fine of $10 for their initial 3 violations. A fine of $20 will be issued for each additional instance**.
4. The speed limit on school district property is 10 m.p.h. Drive slowly and carefully. Speeding and/or reckless operation of a vehicle will result in disciplinary and/or police action. Driving behind the school is strictly prohibited.
5. Drivers are to park properly, one space per vehicle, between the designated lines. Drivers are not to park in handicapped or in fire lanes.
6. Students should park, lock their vehicles and go directly into the building—loitering in the parking lot is prohibited.
7. Students are not permitted to smoke/vape or engage in any disruptive behavior while in vehicles on school grounds.
8. Students are hereby advised that vehicles parked on school grounds are subject to search at any time and may be subjected to random canine search.
9. A student must have permission to return to his/her car during the school day.
10. It becomes the student's responsibility to arrive at school on time. The attendance office will not excuse students who arrive late due to a flat tire, engine trouble, or other transportation related excuses.
11. Give buses the right-of-way. Use extreme caution around school buses.
12. Follow the proper traffic pattern. At posted times, traffic flow will be in one direction heading up the hill to the front of the building to ensure the safety of all students. Pedestrians have the right of way in a crosswalk. All parents and students are expected to exit campus through the Board of Education driveway and must turn right onto Mill Road. Students must exit in single file order. Crossing the yellow line or doubling up is not permitted.

13. Neither Brecksville-Broadview Heights High School nor Brecksville-Broadview Heights City School District will be responsible for any damage or loss incurred while student vehicles are parked in the student parking lots. Lock your vehicle.
14. Violations of these rules and regulations could result in being ticketed, loss of permit, or be towed from campus.

Student Drop-Off/Pick-Up

Students dropped off in the morning should not be here before 6:45a.m. and should report directly to the cafeteria. After school, students should not be in the building after 3:00p.m. unless under the direct supervision of a teacher or adult advisor.

Fines for Misuse of School Property

In accordance with Section 3313.642, Revised Code of the State of Ohio, the following policy is in effect:

A. Students and their parents are liable for payment of loss, damage, or destruction of school apparatus, equipment, musical instruments, library materials, textbooks and school buildings.
B. A fine will be assessed against any pupil to cover the cost of replacement or repair for such loss or damage.
C. Any student who is responsible for the loss or destruction of a textbook will be requested to reimburse the school at the current replacement cost of that textbook. If the textbook has been in use in our district for over five years, the student will be asked to reimburse the district at 50% of the replacement cost.
D. Schedules, grades and credits may be withheld by the principal until the fine is paid.

Service/Leadership Opportunities

Students are encouraged to work as office aides, media center aides, tutors, participate in fundraising or work in any other way to enhance their school records in service and citizenship. The National Honor Society uses service as a qualification for membership. Colleges ask for records of community service. Students begin to accumulate service in the 9th grade. Leadership opportunities exist in serving as officers of a class, club or committee. Get involved!

Student Privilege and Open Campus

Students may complete an application for student privileges through the Assistant Principal's Office ~~at the start of each semester~~ and upload the form to the '26-'27 Open Campus Request Form linked here. Students may not begin to utilize Open Campus or Student Privileges until they appear on their schedule in PowerSchool. Taking Open Campus Privileges without permission may prevent students from receiving Open Campus for the remainder of the school year. Students who demonstrate responsible behavior, maintain good academic standing, and have acceptable attendance will earn privileges. These privileges will be accessible for students in grades 10, 11, or 12 that have exhibited responsible behaviors and are in good academic standing. Applications will be reviewed at the beginning of each quarter. Privileges will be revoked at any time for violating the student code of conduct and for attendance or academic concerns. The following qualifications must be met for Open Campus privileges to be awarded:

- Students must be in grades 10-12
    - (**Students in grade 10 may only have Late Arrival or Early Release)**
- GPA above a 2.5 during the preceding quarter;
- Passed all courses during the preceding quarter;
- Fewer than 10 total tardies (excused and unexcused) to school during the preceding quarter;
- Completed all sections in Final Forms & signed off on the student handbook.
- Have all school fees from the previous school year paid in full, or have arrangements with a principal.
- **NO Schedule changes will be made to accommodate Open Campus.**

- **Final administrative approval for student privilege must be received before leaving campus. If a student leaves campus without receiving confirmation of their student privilege approval, they will have a day added to their time waiting for approval for each day taken without permission.**

Open Campus Privileges may be **revoked** at any time for any of the following reasons:

- Attendance Problems;
- 3 or more **lates/tardies** on arrival/return from Open Campus within a quarter;
- Disciplinary Referral;
- Parking Issues;
- Failure to maintain good academic standing;
- Failure to comply with the expectations of the Student Privilege Program.

Media Center

Hours of Access: 7:10 AM TO 3:00 PM If a student needs to use the media center for an extended period after school, arrangements can be made with the Media Specialist. Students who do not behave in a suitable manner will be referred to the Assistant Principal's Office.

Lockers

Each student is able to request a hallway locker at the start of the school year. Students are to use only the locker that has been assigned to them and only the built-in combination lock—**DO NOT SHARE!** Lockers should be kept clean at all times. Leave non-essential valuables at home. Report damaged lockers to the assistant principals' office. Lockers are school property and are under the jurisdiction of school personnel. They are NOT the personal or private property of any individual and carry no expectation of privacy for the students who occupy them.

1. The school is not responsible for any missing property.
2. The administration reserves the right to inspect any locker.

Search and Seizure

The Board or its designee reserves the right to search the locker, desk, person, and personal property of a student on school grounds, in school vehicles or at any school activity when it is reasonably necessary for the maintenance of order, discipline and safety in the supervision and education of students. At the beginning of the school year, students will be informed that their lockers, desk, persons and personal belongings, including, but not limited to, purse, athletic bags, and articles of clothing in the locker, are subject to search at any time and without warning. The High School administration may utilize assistive technology such as a hand wand, vapor detector, or breath alcohol sensor when conducting searches to ensure the safety of the individual and all building occupants. Searches will be ***based upon reasonable suspicion***. In determining whether there is reasonable suspicion, the following factors will be taken into consideration but not limited to: the age, history and school record of the student, the prevalence and seriousness of the problems, the need to avoid delay; and the reliability of the information on which suspicion is based.

The Brecksville-Broadview Heights School District, as part of its overall safety and security program, may from time to time during the school year request law enforcement agencies to assist the district in detecting the presence of illegal drugs and/or weapons in our school. The district and/or law enforcement officials are authorized by the Board to use dogs trained in detecting the presence of drugs or weapons to patrol school facilities, premises, and parking lots. Such patrols may be random in nature.

Any time a dog alerts to a particular vehicle, locker or other container, it will be considered to create reasonable suspicion to search the vehicle, locker or other container in accordance with established procedures. Dogs will not be used to search human beings.

Surveillance Cameras

Students are duly informed that their behavior may be monitored on school property and/or adjacent property by security cameras.

Student Behavior for Substitute Teachers

Substitute teachers are guests in our school. They have a very difficult job to perform and students are expected to give them the utmost respect and cooperation. Students misbehaving for substitute teachers will be disciplined accordingly.

Lost and Found

When something is lost, an Items Lost or Stolen form should be filled out in the Assistant Principals' Office. The Lost and Found is located near the main lobby restrooms. Please turn in items that you have found there or valuables such as phones and wallets to the main office.

Hall Traffic and Hall Passes

Students should not be disruptive in the halls. Shouting, loud talking, running or other inappropriate behavior will not be tolerated. Students in the halls during classes MUST have a hall pass signed by a teacher/staff member. Students who work in a school office will wear proper identification.

Elevator

Elevators are to be used by students and staff members that may need them to access their daily schedule, but are unable to do so because of a physical limitation or a need to transport large items in one trip. Students who are found to be riding elevators without a need or misusing them may receive a school consequence.

Leaving the Building

Brecksville-Broadview Heights High School has a privilege based open campus system. No student without Open Campus may leave the building at any time without permission. This includes, but is not limited to, going to your car, the Middle School property, athletic areas, or any private property that borders school property. Students who leave school without permission will be considered truant and subject to disciplinary consequences.

Personal Communication Device (PCD) Policy

Ohio House Bill 250, was signed into law in May of 2024, the bill requires all Ohio school districts to adopt policies limiting cell phone use during school hours to reduce distractions, improve focus, and support student mental health; in response, Brecksville-Broadview Heights High School developed clear, collaboratively designed protocols that rely on consistent enforcement by all staff to create a safe, productive learning environment and ensure that expectations are uniformly understood and applied across the building's designated cell phone zones. The building is divided into 2 zones (Red and Green).

Red Zones:

1. Red Zones include Classrooms (Including Small Group Study Halls and Instructional Rooms), Restrooms, Locker-Rooms.
2. Students will store cell phones/earbuds in storage bins provided by the teacher and located within a secure area in the classroom for the entirety of the instructional period.
    a. Students are expected to store their cell phone/earbuds in these storage bins before the instructional period begins upon entering the classroom.
    b. Cell phones/earbuds are to remain in these storage areas for the entirety of the instructional period and are not to be accessed by students until instructional activities are completed (less than 3 min. of class remaining).

c. Staff are discouraged from using cell phones as part of instructional activities unless absolutely necessary in the case of such activities such as video production, photo, etc. in which they are used for an academic purpose.
d. Students who need access to their cell phones for medical and our IEP-based services will be granted access to their phones and may retain them on their purpose/their bag.

3. Students leaving the room to use the restroom are not permitted to take their phones with them to the restroom.
4. Students entering restrooms during non-academic times are not to use their cell phones while in the restroom/locker-room and are to keep them put away on their person.
5. Students who are found to be in violation of cell phone/earbud use in Red Zone areas will be subject to progressive disciplinary action for insubordination in alignment with the Student Code of Conduct. Violations of this policy will result in potential consequences, including:
    a. Detention
    b. Saturday School Assignment
    c. Loss of Open Campus Privilege
    d. In-School Restriction
    e. Out of School Suspension

Green Zones:

1. Green Zones include Cafeteria, Hallways, and Large Group Study Halls.
2. Students may use these items in alignment with appropriate use standards of school-appropriate behavior.
3. When leaving these areas and entering a red zone (classrooms/restrooms/locker rooms) the itemsare to be immediately stored in the appropriate storage area.

BBHHS cannot be held responsible for lost or stolen electronic devices—these items should be clearly and securely marked for identification. During classroom instruction items such as laptops, earbuds, and graphing calculators may be permitted if they enhance teaching and learning and facilitate academic work. All electronic devices are subject to search and seizure policies of the district. For safety and academic purposes, students are strongly discouraged from wearing earbuds during hallway travel and in the academic settings. All students should remove earbuds during instructional times or when directed by the teacher.

BBHCSD Student Dress Code/Student Attire

Student dress and grooming should be such that it does not detract from the educational process or have a detrimental effect on the governance and discipline of the school; therefore, students are expected to meet reasonable standards in their dress and grooming.

The following items are considered inappropriate during school hours:

- sun glasses
- bare midriff clothing
- sagging pants below the hip bone
- clothing that displays reference to tobacco products, alcoholic beverages, drugs or other illegal items
- clothing that depicts violence or is associated with gang activity
- clothing that contains sexual innuendo
- all outerwear must cover underwear
- Any tattoo determined to be profane, lewd or obscene shall be covered.
- transparent clothing

Outdoor apparel (coats, vests and jackets) should be placed in the student's locker for the duration of the day. Students who consider the building to be cold should wear sweaters or sweatshirts.

Any student who dresses inappropriately will be referred to the administration. Final decisions concerning standards of grooming will rest with the administration.

Student Publications

Publications such as the student newspaper, literary magazine and yearbook are part of the overall school program and subject to editorial control by the school's authorities.

Signs and Posters

Any student or group wishing to display signs or posters in the building MUST obtain permission from an administrator. All signs must be on the bulletin boards. Signs taped to the walls will be removed nightly.

Study Hall

The purpose and function of study hall is to provide students with the opportunity to be better prepared for their academic studies. If assigned to a study hall students **must** report to the study hall for attendance daily. Failure to attend study hall will be considered a class cut.

Visitors

All visitors to the high school must sign-in and obtain a Visitor's Pass from the main office. Alumni may visit after 2:45 p.m. Visitors are required to provide a Government issued ID which may include a criminal background check. Visits by students from other schools are prohibited. Exceptions at the discretion of the administration may be considered for students contemplating attending BBHHS with an advanced request and parental contact or for out-of-state guests upon presentation of a written request from the BBHHS student's parent/guardian prior to the date of the visit. (BOE Policy 9150)

BEE -TV

Announcements concerning school activities are televised daily by students during the lunch period. Student groups who want an announcement read should obtain a form from the BEE-TV studio and have it signed by their advisor.

Rights and Responsibilities

A student's main goal in school is to get an education. It is the responsibility of the school to provide that education and to prevent anyone from interfering with the achievement of that goal. Most discipline problems in school center around students disrupting others. Teachers will handle disciplinary offenses through a variety of methods. These include conferences with students, contacting parents, assigning detentions, referral to the office, or any other suitable method they deem appropriate to the situation.

In this handbook are the rules and regulations designed to maintain order and discipline necessary for effective learning and to convey the school's expectations. Students may act, speak, or behave as responsible citizens within a large scope of options. Pupils have a right to reasonable treatment from the school and its employees. The school, in turn, has a right to expect reasonable behavior from students. Freedom carries with it responsibilities for all concerned.

Student Responsibilities

Good order and discipline will be achieved best through SELF-DISCIPLINE. Students should strive to:

1. Attend school each day to complete the course of study developed by the student and his/her parents.
2. Report for all scheduled classes promptly with assigned lessons and required materials.
3. Exhibit courtesy at all times to members of the school community.
4. Achieve all that is possible both academically and socially.

5. Treat school property with respect and care as well as the personal property of others. Assist in maintaining the cleanliness of our communities' building.
6. Present themselves according to the appearance code of the system.
7. Maintain high standards of thought, speech, and actions.
8. Respect the authority of all employees of the Brecksville-Broadview Heights City Schools.
9. Use only those facilities and areas designated for student use under teacher supervision.
10. Engage only in activities permitted on school property.

Whenever self-discipline fails, it is necessary for adult staff members to enforce good order and discipline.

Brecksville-Broadview Heights High School and Board of Education have adopted policies regarding violations of the Code of Conduct which they deem violent, disruptive, inappropriate and unacceptable. This code is intended to lessen or eliminate behavioral problems and protect students and teachers from frustrations, interruptions, and loss of time as a result of misconduct. It is important to know that the code applies to all students regardless of age and is in effect throughout the school day and includes school events/activities on or off school property.

BRECKSVILLE-BROADVIEW HEIGHTS CITY SCHOOL DISTRICT STUDENT CODE OF CONDUCT

This Code shall serve as a guide to all Brecksville-Broadview Heights City School District students. Violation by a student of any one or more of the rules of the Code of Conduct may result in disciplinary action which may include one or more of the following: warning, verbal reprimand, parental contact, working lunch, detention, Saturday school detention, community service, in-school suspension, referral to legal authorities, emergency removal, suspension, and/or expulsion.

The items in this Code apply to all students when under the authority of school personnel; on school-owned vehicles, during a school activity; whether on property-owned, rented, or maintained by another party. The Cuyahoga Valley Career Center is an extension of our school program; therefore, students who elect to attend the career center are subject to disciplinary action based upon the Student Code of Conduct of either Brecksville-Broadview Heights City School District and/or the Cuyahoga Valley Career Center. Consequently, conduct and/or involvement in any activity that may or does result in disciplinary action by one school may be grounds for disciplinary action by the other school. The items in this Code also apply to misconduct, regardless of where it occurs, that is directed against a District employee or official, or the property of such employee or official. The items in this Code also apply to misconduct, regardless of where it occurs, that is directed against a District student, employee or official, or the property of such student, employee or official, or otherwise causes a substantial disruption with school activities or the overall educational mission of the District.

In the event that a student commits an offense that warrants expulsion, the Superintendent may initiate expulsion proceedings against the student even if the student withdraws from school before the Superintendent has held the hearings or made the decision to expel the student.

Suspension

Pursuant to Section 3313.66 of the Ohio Revised Code, the Superintendent, Principal or Assistant Principal may suspend a pupil from school for not more than ten (10) school days. A student suspension shall not extend beyond the current school year, if at the time the suspension is imposed, fewer than ten (10) days remain in the school year. The Superintendent may instead require a student to participate in a community service program or other alternative consequences for a number of hours equal to the remaining part of the period of the suspension. If the Superintendent elects to do so, the student shall be required to begin such community service program or alternative consequence during the first full week day of summer break.

During an out-of-school suspension, a student is not permitted on school property and may not attend any school sponsored activities. Students with repeat suspensions forego the opportunity to receive credit for work

missed. Students serving a suspension shall be permitted to complete any classroom assignments missed because of the suspension for at least partial credit. If school is closed during this time, the suspension will occur on the next day school is in session.

Suspension may be imposed for violations of the rules and regulations appearing in the Code of Conduct and Board of Education policies on student behavior. However, conduct that is prohibited both as suspension and expulsion violation may subject the student to the greater penalty of expulsion depending on the nature and severity of the student's conduct. In all cases, the decision of which penalty to assess is left to the sole discretion of the appropriate District administrator.

Misconduct for which Suspension may be Imposed

Tobacco/Vaping: The use or possession of tobacco/vaping products, accessories for E-Cigarettes or similar type of paraphernalia in a school building, on or near a school campus, or at any sanctioned school activity on or off of the campus is prohibited. Violation of the rule will be shared with local authorities which may result in a fine.

Gambling: Students shall not participate in games of chance for money or other stakes, bookmaking, wagering, or any other form of gambling.

Honor Violations: Students shall not be involved in activities including, but not limited to: cheating, plagiarism, improper collusion, misuse of privileges, forgery, or falsification of information.

Trespassing: Students shall not enter upon school grounds or premises of a school building to which the student is not assigned, except with the express permission of the school principal of that building. Students may attend or participate in a Brecksville Broadview Heights City School District sponsored events. Students are not permitted to enter upon the grounds or premises of any Board of Education facility when the student has been placed on suspension, expulsion or removal without the express permission of the building principal. Students are not permitted in the school building at such times as the building is closed.

Misuse of Facilities and Equipment: Students shall not use school facilities and/or equipment for uses other than those which were intended. Students shall not damage, destroy or deface school property, or private property on school premises.

Disruption of School: Students shall not use violence, force, noise, coercion, threat, harassment, intimidation, fear, passive resistance, or any other conduct, cause, attempt, or threaten to cause the disruption or obstruction of any mission, process, activity, or function of the school.

Use of Flame Producing Devices: The unauthorized use or possession of matches, lighters, or any other flame producing device on school property is prohibited.

Use of Profane, Indecent, or Obscene Language: Use of language of this type, whether written or verbal, directed toward or used in the presence of school personnel or students is prohibited. This shall include the use of obscene gestures, pictures and signs.

Failure to Complete Minor Disciplinary Sanction: A student who fails to complete an assigned minor disciplinary sanction such as Saturday school, in-school suspension, detention or working lunch will be subject to suspension.

Insubordination or Disrespect: Students who refuse to comply with the directions of school

personnel or who talk back to, argue with, or make disrespectful comments toward any staff member or about a staff member will be subject to suspension.

Truancy: A student who misses school, including a study hall, class, lunch or any other assigned activity for part or all of a day without school authorization or who leaves the school building without administrative permission is subject to suspension.

Transmission of Prescription or Non-Prescription Medication: No student shall transmit or attempt to transmit any form of prescription or non-prescription medication to another student.

Fireworks, Smoke Bombs, or Other Similar Devices: No student shall possess, use or threaten to use fireworks, smoke bombs, or any other similar devices while on school property or while participating in any school sponsored activity.

Theft or Unauthorized Possession: Theft or unauthorized possession of school property or equipment, personal property of any District employee or of another student or visitor is grounds for suspension.

Fighting: Fighting among two or more students is grounds for suspension.

Harassment & Dating Violence: Students shall not engage in any obscene, abusive, profane or degrading gestures or expressions; racial, ethnic or religious prejudicial or disrespectful actions; harassment of any kind (including sexual) to any individual or group; intentional act of violence within a dating relationship; or intimidation (including bullying) and/or threats to an individual or group. This includes publication or distribution of materials meeting this description.

Assault: No student shall cause, attempt or threaten to cause physical injury to any person on school property or any school event.

Extortion: Students shall not solicit money or objects of value from other students for any reason.

Complicity: Students shall not be present or in such a position as to allow or assist another student to be in violation of any school rule. This specifically includes, but is not limited to student who serve as "look outs."

Motor Vehicle Violations: Students shall not engage in reckless, unsafe or unauthorized operation of a motor vehicle on school grounds or at school sponsored activities.

Appearance Code: Students shall not violate school rules pertaining to appearance and dress. Students shall attend dressed in a manner which is clean, not hazardous to their safety or the safety of others and which does not detract from the educational process.

Hazing: No student shall harass, persecute or participate in any act or acts or attempt to threaten, injure, disgrace, or tend to injure, degrade or disgrace any other student.

Gang Activity: Students shall not engage in any gang activity. Any indication of gang activity by the type of dress, apparel, activities, acts, behavior or manner of grooming, displayed, reflected, or participated in by a student is prohibited.

Gross Misconduct/Repeated or Flagrant Violations: Gross misconduct or repeated or flagrant

violations of any school rule may result in suspension.

Violation of the Cuyahoga Valley Career Center's Student Code of Conduct: Any violation of the Cuyahoga Valley Career Center's Student Code of Conduct where suspension is normally considered appropriate is grounds for suspension from the Brecksville-Broadview Heights City School District.

Repeated Tardiness to class or school

Other Grounds for Suspension: Commission of any of the acts which are grounds for expulsion could also result in suspension and/or any acts that constitute a violation of Local, State, or Federal Law.

Expulsion

Pursuant to Section 3313.66 of the Ohio Revised Code, the Superintendent may expel a pupil from school attendance for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in the semester or term in which the instant it gives rise to the expulsion takes place. If at the time an expulsion is imposed there are fewer than eighty (80) school days remaining in the school year in which the incident that gives rise to the expulsion takes place, the superintendent or his/her designee may apply any remaining part or all of the period of the expulsion to the following year. Specific offenses involving firearms and knives capable of causing serious bodily injury shall result in the student's expulsion for one (1) year. The term of that expulsion may be reduced to less than one (1) year by the Superintendent for the reasons listed in Board policy. Specific offenses involving violent conduct may result in the student's expulsion for a period of up to one (1) year at the discretion of the Superintendent. Bomb threats may result in the student's expulsion for a period of up to one (1) year at the discretion of the Superintendent.

Misconduct for which Expulsion may be Imposed

Assault: To cause or attempt to threaten or cause physical injury to any person is grounds for expulsion.

Making False Fire Alarms and Bomb Threats: Students shall not, through written, electronic or verbal means disrupt or threaten to disrupt the educational process and/or endanger or threaten to endanger the safety of school occupants by means of false alarms and/or bomb threats.

Involvement with Alcoholic Beverages: A student shall not possess, transmit, buy, sell, conceal, use or be under the influence of any alcoholic beverage at any time the student is subject to the authority of the school. Use of an alcoholic beverage shall be determined by the professional staff and may include, but not be limited to, detection on the breath of the student, regardless of where the alcoholic beverage may have been consumed. A student shall not consume any alcoholic beverage before arrival at school or a school sponsored or related event or activity.

Involvement with Drugs and Drug Paraphernalia: A student shall not possess, use, transmit, buy, sell or **conceal any of the drugs defined as a "drug of abuse" in Ohio Revised Code Section 3719.011 or possess, use, transmit, buy, sell, or conceal any of the drugs defined as "counterfeit controlled substance"** in Ohio Revised Code Section 2925.01 **or be under the influence of any such drugs.** Nor shall any student possess, use, transmit, buy, sell or **conceal any** drug related paraphernalia at any time the student is subject to the authority of the school. Examples of drugs of abuse include, but are not limited to, narcotic drugs, "look alike" drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, cocaine, or derivatives, glue, or other substances that could modify behavior. A student shall not use any drug of abuse before arrival at school or at a school sponsored or related event or activity. Use of drugs authorized by a medical prescription from a

licensed physician shall not be considered a violation of this rule. However, no student may self-administer, or possess, drugs authorized by a medical prescription from a licensed physician, except for asthma inhalers and epipens. Students in grades six through 12, self-administering of non-prescription "over-the counter" medication (aspirin, ibuprofen, cough drops, etc.) shall not be considered a violation of this policy. Students in grades kindergarten through five may not self-administer any medication, whether prescription, non-prescription, or "over the counter." A student who demonstrates behavior seemingly related to drug usage or who exhibits symptoms or physical conditions that may be related to drug usage shall be referred by a staff member for observation and questioning by a school administrator. If the suspicion of drug usage still exists, the parents shall be informed immediately and shall be requested to come to school as soon as possible. Based on his/her professional judgment, the administrator may send the student home in the custody of his/her parents. **Counterfeit, controlled substances or "look alikes" shall be defined as**:

a. Any drug that bears, or whose container or label bears, a trademark, trade name, or other identifying mark used without authorization of the owner or writes such trademark, trade name, or identifying mark;
b. Any unmarked or unlabeled substance that is represented to be a controlled substance manufactured, processed or packed or distributed by a person other than the person that manufactured, processed or packed or distributed it;
c. Any substance that is represented to be a controlled substance but is not a controlled substance or is a different controlled substance;
d. Any substance other than a controlled substance that a reasonable person would believe to be a controlled substance because of its similarity in shape, size and color for its markings, labeling, packaging, distribution for the price for which it is sold or offered for sale.

Disruption of School: A student shall not, by use of violence, force, noise, coercion, threat, harassment, intimidation, fear, passive resistance, or any other conduct, cause, attempt or threaten to cause or urge other students to cause, attempt or threaten to cause disruption or obstruction of any lawful mission, process or function of the school.

Arson/Attempted Arson/Possession of Incendiary Device: Setting fires or the use or possession of any incendiary device is prohibited.

Involvement with Weapons or Dangerous Instruments: A student shall not use, possess, handle, transmit, sell or conceal any object that can be classified as a weapon or dangerous instrument. Weapons or dangerous instruments include, but are not limited to guns, knives, metal knuckles, straight razors, explosives, noxious irritants, poisons and other dangerous substances along with any item that is a "look alike" of the above, i.e., toy guns, knives, etc. or any object which is used or may be used to inflict physical harm. Weapons violations may result in expulsion for up to one (1) year.

Harassment & Dating Violence: Students shall not engage in any obscene, abusive, profane or degrading gestures or expressions; racial, ethnic or religious prejudicial or disrespectful actions; harassment of any kind (including sexual) to any individual or group; intentional act of violence within a dating relationship; or intimidation (including bullying) and/or threats to an individual or group. This includes publication or distribution of materials meeting this description.

Violation of the Tobacco/Vape Policy: A student who violates the tobacco/vape policy for the third time is subject to expulsion.

Repeated or Continued Violation of Minor School Conduct Rules or Rules for which Suspension may be imposed: If, after out-of-school suspension, a student continues to violate minor school conduct rules, expulsion may result at the next step. Additionally, a student who has been suspended may be expelled for new suspend able conduct after having served an out-of-school suspension.

Violation of the Cuyahoga Valley Career Center Student Code of Conduct: Violation of the Cuyahoga Valley Career Center Student Code of Conduct by committing an offense for expulsion is normally considered appropriate grounds for expulsion from the Brecksville-Broadview Heights City School District.

Violation of Local, State or Federal Laws: Any act that would be a criminal offense when committed by an adult that results in serious physical harm to persons or property (as defined by Section 2901.01 of the Ohio Revised Code) is prohibited and may subject the offender to expulsion for up to one (1) year. Violation of criminal laws will also result in referral from criminal prosecution to juvenile court.

PROCEDURE FOR SUSPENSION, EXPULSION AND EMERGENCY REMOVAL

Suspension Procedure

The Superintendent, Principal and Assistant Principal are the only District employees who have the authority to suspend a student. The suspension procedure is as follows:

1. The Superintendent, Principal or Assistant Principal must give the pupil a written notice of the intention to suspend and the reasons for the intended suspension. When the intended suspension is for the following reasons and the student suspended is 16 years of age or over, the notice will also indicate the student may also be subject to permanent exclusion from school if the code of conduct violation is one of the following:
    a. Illegal conveyance or possession of a deadly weapon or dangerous ordnance, carrying a concealed weapon, aggravated trafficking, trafficking in drugs, trafficking involving the possession of a bulk amount of a controlled substance or the sale of a controlled substance; and/or
    b. Acts in violation of Ohio Revised Code Sections 2903.01, 2903.02, 2903.04, 2903.11, 2903.12, 2907.02, 2907.05, or the former Ohio Revised Code Section 2907.12.

2. The student will be given an opportunity to appear at an informal hearing before the Principal, Assistant Principal, or the Superintendent or his/her designee, and challenge the reason(s) for the intended suspension or to otherwise explain his/her actions.
3. The Principal, Superintendent, or Assistant Principal shall within one (1) school day after the time of a pupil's suspension, mail written notification to the parent, guardian, or custodian of the pupil and the Treasurer of the Board of Education of such suspension.
4. The written notice of the suspension must include: the reasons for the suspension; the inclusive dates of the suspension; a statement that the pupil, parent, guardian, or custodian has the right to appeal in writing to the Board of Education or its designee.
5. The pupil, parent or guardian shall have five (5) school days to appeal the suspension. The appeal must be made in writing and submitted to the Board of Education or its designee.
6. The appeal hearing of a suspension before the Board of Education or its designee shall be held within five (5) school days after the appeal is made.
7. At the appeal hearing before the Board of Education, the pupil, parent, guardian or custodian has the right for parental or legal representation; the right to request that the hearing be held in executive or public session; and the right to be heard against the suspension. The Board of Education may have legal counsel and the Board or its legal counsel shall make a verbatim record of the hearing. Verbatim can mean the use of a stenographer, a tape recorder, or other mechanical device.
8. At the request of the pupil, parent, guardian, custodian or legal representative, the Board of Education may hold the hearing in either public or executive session but shall act upon such suspension only at a public meeting. The Board of Education or its designee may, by majority vote of its full membership, affirm the order of suspension, or any reverse, vacate or modify the order of suspension.

9. In the event that the hearing is conducted by the Board of Education's designee, the Board will automatically adopt the findings of the designee.
10. The decision of the Board of Education may be appealed to the Court of Common Pleas under provisions of Ohio Revised Code 2505.04.

Expulsion Procedure

1. The Superintendent shall give the pupil and his parent, guardian, or custodian, written notice of the intention to expel the pupil and the reasons for the intended expulsion. The Superintendent shall institute expulsion proceedings with respect to any student who has committed an act warranting expulsion even if the student has withdrawn from school after the incident, but before the expulsion is imposed, and, if warranted after a hearing, shall impose the expulsion as if the student had not withdrawn.
2. The notice to the pupil and his parent, guardian, custodian, or representative, shall include notice of the opportunity to appear in person before the Superintendent or his/her designee at an informal hearing to challenge the reasons for the intended expulsion, or to otherwise explain the pupil's actions.
3. The notice must also state the time and place to appear to challenge the possible expulsion. The informal hearing must not be scheduled less than three (3) school days or later than ten (10) school days after the notice is given, unless the Superintendent grants an extension of time at the request of the pupil, or his parent, guardian, custodian, or representative. If an extension is granted after giving the original notice, the Superintendent or designee shall notify the pupil, and his parent, guardian, custodian, or representative, of the new time and place to appear.
4. When a student is expelled for the following reasons and is 16 years of age or older, the notice will also indicate the student may also be subject to permanent exclusion from school if the code of conduct violation is one of the following:
    a. Illegal conveyance or possession of a deadly weapon or dangerous ordnance, carrying a concealed weapon, aggravated trafficking, trafficking in drugs, trafficking involving the possession of a bulk amount of a controlled substance or the sale of a controlled substance; and/or
    b. Aggravated murder, murder, voluntary or involuntary manslaughter, felonious or aggravated assault, rape, gross sexual imposition or felonious sexual penetration, if the victim is a district employee.
5. Within one (1) school day after the hearing, should an expulsion be invoked, the Superintendent shall mail written notification to the parent, guardian or custodian of the pupil and the Treasurer of the Board of Education of the expulsion with the issuance of a summary of the expulsion hearing. The notification must include the reasons for the expulsion; the rights of the pupil, parent, guardian, or custodian to appeal to the Board of Education or its designee; the right to request that the Board hearing be held in public or executive session; and the right of the pupil, parent, guardian or custodian to be represented at the appeal hearing. The request to appeal must be made within five (5) school days of the issuance of the summary of the expulsion hearing, and shall be in writing and submitted to the Board of Education.
6. At the appeal hearing, the pupil, parent, guardian or custodian shall have the right to representation; the right to request that such hearing be in executive session, and the right to be heard against the expulsion.
7. The Board of Education shall act on the expulsion only at a public meeting. The Board may have legal counsel at the hearing. The Board, by majority vote of its full membership, or its designee may affirm the order of expulsion or may reinstate such pupil or otherwise reverse, vacate or modify the order of expulsion.
8. The Board of Education or its designee shall make a verbatim record of hearings held under this provision. The decision of the Board of Education or its designee is further appeasable to the Court of Common Pleas under provision of Chapter 2506 of the Ohio Revised Code.
9. In the event that the hearing is conducted by the Board of Education's designee, the Board will automatically adopt the findings of the designee.
10. Any Superintendent expelling a pupil under this section for more than twenty days or for any period of time if the expulsion will extend into the following semester or school year shall, in the notice

required under this provision, provide the pupil and his/her parent, guardian or custodian with the information about services or programs offered by public and private agencies that work toward improving those aspects of the pupil's attitudes and behavior that contributed to the incident that gave rise to the pupil's expulsion. Such information shall include the names, addresses, and phone numbers of the appropriate public and private agencies.

11. High school credit and credit under joint enrollment post-secondary programs may be denied for the period of any expulsion. Notice of the expulsion will be sent to any college in which the expelled student is enrolled.
12. Notice of any expulsion for violations of the dangerous weapons policy shall be sent to the Registrar of Motor Vehicles and the Cuyahoga County Juvenile Judge.

Emergency Removal of Students

If a student's presence poses a continuing danger to persons or property, or an ongoing threat of disrupting the academic process, the Superintendent, Principal, or Assistant Principal may remove the student from curricular activities or from the premises. A teacher may remove the student from curricular activities under his supervision, but not from the premises. If a teacher makes an emergency removal, the reasons will be submitted to the principal in writing as soon after the removal as practicable. In all cases of normal disciplinary procedures where a student is removed from a curricular or extracurricular activity for less than 24 hours and is not subject to further suspension or expulsion, the due process requirements do not apply.

If the emergency removal exceeds 24 hours, then a due process hearing will be held as soon as possible, but in all cases within 3 school days after the removal is ordered. Written notice of the hearing and the reason for removal and any intended disciplinary action will be given to the student as soon as practicable prior to the hearing. The student will have the opportunity to appear at an informal hearing before the principal, assistant principal, superintendent, or designee, and has the right to challenge the reasons for the intended suspension or otherwise explain his actions. The person who ordered or requested the removal will be present at the hearing, and within 24 hours of the decision to suspend, written notification will be given to the pupil, parent, guardian or custodian of the student, and treasurer of the Board. This notice will include the reasons for the suspension and the right of the student or parent to appeal to the Board's designee.

If the superintendent or principal reinstates a student prior to the hearing for emergency removal, the teacher may request and will be given written reasons for the reinstatement. The teacher cannot refuse to reinstate the student. In an emergency removal, a student can be kept from class until the matter of his misconduct is disposed of either by reinstatement, suspension, or expulsion.

Any appeal to the Board's designee shall follow the procedures of the suspension policy.

Procedural safeguards must be followed for all removals of handicapped students in accordance with the student's individual education program.

Detention

Detention is a supervised period assigned to students for various breaches of acceptable behavior or disregard for regulations, that may not rise to the level of suspension or expulsion. Examples of these minor infractions are listed but not limited to the ones below:

- Accumulation of Tardies, Classroom Tardies, or Tardies from Open Campus
- Bus Misconduct
- Class Cuts or Unexcused Absences from Class (this includes study hall)
- Class Disruption
- Disrespect or Insubordination
- Inappropriate Language or Profanity
- Loitering / Failure to be in your assigned area
- Personal Communication Device Violation

Students are assigned to the school detention periods by the principal or an assistant principal. Teachers may hold their own detentions. Students have the responsibility of working out conflicts where two or more detentions are assigned on the same day.

Weekday Detentions will be held daily from 7:00 - 7:30 a.m. and 2:40 - 3:10 p.m. Failure to attend detentions when assigned will result in additional detentions being assigned, Saturday schools, and/or suspension. Students serving detention are responsible for their own transportation.

Saturday detentions may be used as an alternative to out-of-school suspension or for more serious breaches of the Code of Conduct. Saturday detentions are held in the LGI from 8:00 a.m. to 12:00 noon. Rules for these detentions are as follows:

1. The session is to begin promptly at 8:00 a.m. and end at either 10:00 a.m. for a half session, or 12:00 noon for a full session. Students should use the main entrance nearest the staff parking lot.
2. Tardiness will be treated in the same manner as tardiness on a regular school day. Students who report after 8:15 a.m. will not be admitted and will be referred to their respective assistant principal.
3. Student dress should comply with the "Dress Code/Student Attire" section of the Student-Parent Handbook.
4. Students are to bring their own schoolwork, and should have enough work and materials to be productive for the entire detention period. Students will not be permitted to go to their lockers; the rest of the building is locked.
5. Sleeping is not permitted. Students who sleep will be dismissed and referred to their assistant principal.
6. Phones are not to be used when Saturday Detention is in session.
7. A "no show" without a valid reason may result in additional disciplinary consequences.

A report regarding attendance and student behavior will be submitted to the office of the assistant principals after each Saturday session. Failure to comply with school rules and regulations will result in further disciplinary action.

DISCRIMINATION/HARASSMENT

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

1. Employees or students who engage in discrimination/harassment of another employee or student shall be subject to disciplinary action. Permission, consent or assumption of risk by an individual subjected to discrimination/harassment does not lessen the prohibition contained in this policy.

The Board's policy of nondiscrimination will extend to students, staff, job applicants, the general public and individuals with whom it does business and will apply to race, color or national origin, citizenship status, religion, sex, economic status, age, handicap and other human differences. To file a report contact:

Title IX Coordinator
440-740-4000
6638 Mill Road, Brecksville, OH 44141

BULLYING AND OTHER FORMS OF AGGRESSIVE BEHAVIOR

General Statement

The Board of Education prohibits acts of harassment, intimidation, or bullying. The School District is committed to providing a safe, positive, and productive educational environment for all of its students. All members of the school community should be treated with dignity and respect. Bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe environment. Harassment, intimidation, or bullying of students or personnel by students, school personnel, or school volunteers is prohibited, whether in the classroom, on school property, on school buses or vehicles, at school-sponsored events, or in cyber-space. Demonstration of appropriate behavior, treating

others with civility and respect, and refusing to tolerate harassment or bullying is expected of students, administrators, faculty, staff, and volunteers.

Definition of Harassment/Intimidation/Bullying

"Harassment, intimidation, dating violence, or bullying" means any intentional written, verbal, graphic, gesture, physical, or psychological act that a student or a group of students exhibits more than once toward another particular student(s). It is conduct that meets all of the following criteria:

A. a deliberate act which causes mental or physical harm to the other student(s);
B. is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s);
C. takes place on school property, in a school bus or vehicle, and those occurring off school property if the student, employee, or volunteer is at any school-sponsored, school approved or school related activity or function, such as field trips or athletic events where the students are under the school's control, in a school vehicle, or is engaged in school business.

Harassment, intimidation, or bullying includes, but is not limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name-calling, taunting, making threats, dating violence, and hazing or behaviors that have the effect of insulting or demeaning any student or group of students in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.

The actions can be an electronically transmitted act (i.e., internet, e-mail, cellular telephone, personal digital assistance (PDA), social media or wireless hand-held devices) that a student(s) or a group of students exhibits toward another particular student(s) and the behavior both causes mental and/or 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 student(s).

SEXUAL HARASSMENT

General Statement

Sexual harassment is inappropriate, offensive and detrimental to the creation of a healthy educational environment. All students have a right to be educated in an environment free from sexual harassment and all Board employees have a right to work in an environment free from sexual harassment. In addition, all persons coming in contact with the District have a right to experience an environment free from sexual harassment.

The Brecksville-Broadview Heights School District Board of Education prohibits sexual harassment of or by any student or Board employee. This prohibition encompasses sexual harassment which may occur between employees, between students, between a student and an employee, or between an employee and a member of the public coming in contact with the District. This policy applies to conduct during and relating to school and school sponsored activities.

Definition of Sexual Harassment

1. Submission to such conduct is made either explicitly or implicitly as a term or condition of an individuals employment, or academic status or progress;
2. Submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting the individual.
3. Submission to or rejection of the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, opportunities or activities available at or through the school.
4. Such conduct has the purpose or effect of unreasonably interfering with or having a negative impact on the individual's academic or work performance, or of creating an intimidating, hostile or offensive educational or work environment for the individual.

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of sexual nature which may violate the security, dignity, self-worth, safety, or the ability to work in an

environment free of sexual harassment.

Sexual harassment may include, but is not limited to:

1. Unwelcome sexual flirtations, touching, advances, or proposition
2. Verbal or physical abuse of a sexual nature
3. Graphic or suggestive comments about an individual's dress or body
4. The use of sexually degrading words to describe an individual
5. Displaying sexually aggressive objects or photographs
6. Sexually explicit or obscene jokes

Procedures for Investigating and Reporting Sexual Harassment

It is the responsibility of every supervisor and principal to recognize acts of harassment and take necessary action to ensure that such instances are addressed swiftly and effectively. Consequently, all administrative and supervisory staff in schools, offices and other facilities should be aware of and responsible for implementing the harassment complaint resolution procedures established through this policy.

Persons who have reason to believe that harassment/bullying has occurred should promptly report the incident:

A. (For Students reporting) to his/her principal, other administrator, school counselor, or teacher.
B. (For Employees reporting) to his/her building principal; for employees in the Maintenance Department, Transportation Department, or the Education Center, to the Director of Human Resources. Administrators would report to the Superintendent.

Subject to legal reporting obligations, considerations of safety and any determination that is made to notify the parent or guardian of a minor student, reasonable measures shall be taken to keep the incident confidential.

TOBACCO/ALCOHOL/DRUG POLICY FOR EXTRACURRICULAR ACTIVITIES AND INTERSCHOLASTIC ATHLETES

Statement of Philosophy

The Board of Education, administrators, athletic department and activity advisors of the Brecksville-Broadview Heights City Schools consider participation in extracurricular activities and interscholastic athletics to be a privilege, not a right. Students are VOLUNTEERING to participate in these programs and are expected to accept the responsibilities granted them by this privilege.

As representatives of our school district, students involved in extracurricular activities and interscholastic athletics are scrutinized by the public, become role models for young children and peers, and are ambassadors to our community. In choosing to accept this role, participants also choose the responsibilities of living a tobacco, alcohol and drug free lifestyle. Although this policy outlines the expectations and consequences required of students choosing to participate in extracurricular activities and interscholastic athletics, the parent(s) or guardian(s) retain the ultimate responsibility of promoting healthy lifestyle choices for their children and are encouraged to work cooperatively with school officials to support these ideals throughout the child's entire educational experience in the Brecksville-Broadview Heights Schools.

In keeping with the philosophy of education, the Board of Education, administrators, athletic department, and activity advisors of Brecksville-Broadview Heights City School District view tobacco, alcohol, and drug use not only as a violation of the law, but as a problematic behavior which has an adverse effect on individuals and the programs in which they are involved. It is the intent, therefore, to support a disciplinary program which encourages students to recognize and deal with the causes for their use through contact with the appropriate agency (C.A.P.A., private counselors, treatment facilities, etc.) rather than being strictly punitive in nature.

This policy will be in effect during the entire calendar year, inclusive of all training, conditioning, practices, or other school related/sponsored activities, and the policy remains in effect 24 hours a day, 7 days a week (24/7—365 days).

TOBACCO AND TOBACCO PRODUCTS, ALCOHOL AND DRUGS

Possession and/or Use of Tobacco and Tobacco Products, Alcohol or Drugs

In accordance with the rules of Brecksville-Broadview Heights City School District, except for supervised medications prescribed by a physician, a student under the influence, using, possessing, buying or receiving drugs (narcotics, hallucinogens, intoxicants, counterfeits, look-alikes, designers,) anabolic steroids, controlled substances and alcohol at any time and at any place is in violation of the code and, if apprehended by school or appropriate law enforcement personnel, is subject to the following consequences:

First Violation

The first-time offender will be denied participation in all extracurricular and/or athletic programs for one full calendar year from the date of violation. If the student agrees to schedule himself/herself into and complete the first available school Insight Program, the term of denial will be up to 20% of the activity time for extracurriculars up to 20% of scheduled competition time for athletes in any sport in which the students participate. Upon completion of the program, the student must be willing to follow the recommendations provided. If no school Insight Program is presently available, the student's parents may choose, at their own expense, to enroll the student in an outside school-approved program. Completion of the program is mandatory. For a student involved in extracurricular activities, up to 20% of the activity time is imposed from the time the advisor has notified the student of probation. If the offense occurs late in the school year, the denial to participate may, if necessary, be carried over into the next school year's extracurricular participation. The term of denied participation is determined by the building administrator and extracurricular advisor. For athletes, a full season is defined as including all the contests scheduled for a specific sport. Should the offense occur in mid-season, the denial to participate may, if necessary, be carried over into the next seasonal sport that the athlete wishes to participate in. The number of contests to be missed will be determined by the athletic director, building administrator and athlete's coach.

Second Violation

A second offense during the student's high school career will result in denial of participation in all extracurricular and/or athletic programs for one full calendar year from the date of violation. The second-time offender may reduce that denial to participate to one-half of the school year for extracurriculars or to one full season for athletes after completing a professional assessment and complying with the recommendations made by the assessing agency. The assessing agency must be chosen by agreement between the parents of the student and the school administration with assistance from the CAPA Coordinator.

Violations Beyond a Second Offense

Additional violations of the alcohol/drug policy past the stipulated number of incidents will result in permanent denial to participate in any extracurricular and/or athletic programs until the offender has successfully completed a treatment program which is acceptable to the building administration and the CAPA Coordinator.

The student shall be denied participation for a minimum of one calendar year from the date of violation and must apply for reinstatement in the extracurricular and/or athletic program after completing the treatment program.

Sale and/or Distribution

Students in violation of selling or distributing alcohol and/or drugs will be dealt with according to the Code of Student Conduct and shall be denied future participation in any extracurricular or athletic program.

Self-Referral by Students

Students may take advantage of a self-referral procedure to seek information, guidance, counseling and/or assessment in regard to his/her use of alcohol and/or drugs. First time voluntary referrals DO NOT carry any punitive consequences.

1. Students are allowed one (1) voluntary referral during their high school participation.
2. Self-referrals can be made by the student or by his/her immediate family.
3. Self-referral cannot be used as a method to avoid consequences once a rule of the Brecksville-Broadview Heights City School District's extracurricular and interscholastic athletic policy is violated and a student has been identified as having violated that rule.
4. Students must make self-referrals to an advisor, coach, athletic director, teacher, administrator, counselor, or the district C.A.P.A. Coordinator.
5. Self-referrals will lead to placement and completion in the schools' Insight Program and/or referral to an approved assessing agency.
6. Those referrals to an assessing agency will remain confidential; however, proper release of information forms must be on file with the designated trained chemical dependency personnel.

DISCIPLINARY/DUE PROCESS EXPLANATION AND PROCEDURES

1. Participation in practice for students in violation may be allowed at the discretion of the athletic director, athlete's coach, activity advisor, and building administrator. However, the student may not dress/participate with the team for contests/performances.
2. All students must complete the Insight Program by the end of the school year. Non-compliance will result in underclassmen (freshman, sophomore and junior) being ineligible for further participation in extracurricular or athletics until the Insight Program has been completed. Seniors noncompliant will not be eligible to receive awards and/or recognition for the activity they participated in or the sport they played.
3. At no time is Brecksville-Broadview Heights City School District responsible to incur fees for chemical dependency assessment /treatment/ counseling. Financial responsibility for these recommendations must be incurred by the parent and/or legal guardian.
4. Notification Process: The principal, assistant principal, organization advisor or the athletic director will submit immediate written notification to the parent/guardian and student of disciplinary action.
5. Situations not covered in this policy will be reviewed by the extracurricular advisor, athletic department and the administration with a final decision being made by the building principal.
6. In certain circumstances, advisors of activities, clubs, and organizations may wish to hold an appeals hearing with the building administrator and the C.A.P.A. Coordinator in regard to a student's continued involvement.
7. Students apprehended by law enforcement agencies for use of illegal substances (i.e. alcohol or other drugs) are referred to the C.A.P.A. office year round and must participate in the Insight Program. (8/94)

[Adoption Date: September. 26, 1994] [Reviewed Date: July 23, 2001] [Revision Date: May 24, 2004]

NETWORK ACCEPTABLE USE AND SAFETY

The Brecksville-Broadview Heights City schools recognize that our students live in a world of increasingly sophisticated technology and greatly enhanced communication. We further recognize that the availability of an ever-present and virtually unlimited information resource has profound implications for instruction. We therefore believe that it is imperative to provide Internet access to our students and staff.

Overview

The Acceptable Use and Safety detailed here is designed to articulate the appropriate use of computer networks,

including the Internet, in the instructional setting of our schools. This document seeks to set ground rules that will forestall problems that could surface in such an unfettered environment. User compliance with these rules will help ensure a safe and appropriate learning environment.

To this end, the district will employ reasonable technology solutions, including Internet filtering software, to restrict access to objectionable material. Internet access by students will be monitored by staff or software at all times.

Network Access

All students and employees are eligible to access the network resources in our school buildings. Except in cases involving specific class projects, students will not have access to chat rooms, online messaging systems, or other forms of direct electronic communication in school.

Parents who would like their children to be denied access to the Internet in school should notify each child's building principal in writing at the beginning of each school year for which they would like this access to be denied.

Internet privileges may be denied, suspended, or revoked as a consequence of violation of the provisions of this Acceptable Use Policy. Furthermore, Brecksville-Broadview Heights City Schools administrators and staff will cooperate fully with law enforcement officials when there is suspicion that unlawful activity has taken place.

Code of Conduct

Network users must be aware that there are materials on the Internet that may be defamatory, abusive, obscene, profane, sexually oriented, threatening, racially or sexually offensive, or illegal. These materials include graphics, sounds, digital film clips, text, and other forms of media. Users of the Brecksville-Broadview Heights City Schools network agree not to use school district resources to download, copy, upload, transmit, forward, or display any such materials.

Network access is provided to support the curriculum and operations of our district. Any other use, including use of the network for personal, political, or commercial purposes is prohibited. Network users are expected to respect all applicable laws. Particularly, users agree to abide by copyright laws. Material retrieved from the Internet may not be plagiarized for any purpose. Material that is to be republished in any format may only be used with the permission of the copyright holder. Commercial software may not be downloaded, copied, installed, transmitted, uploaded, or forwarded.

Network users agree to follow security guidelines. A user will not use another person's account, pretend to be someone else, or attempt to conceal his or her identity on the network. Users will not give others access or permission to use their accounts. Users will not repost personnel communications without the author's consent. Students will not give out personal information such as address or phone number, send other users pictures of themselves, or agree to meet with people encountered online. Exceptions to avoiding such sharing of personal information may occur only within the context of projects directed by and under the supervision of a teacher.

Any interference with the normal operations of the network will not be permitted. This includes vandalism or removal of computer hardware, installation or use of unapproved software, the unauthorized changing of network software settings, attempts to circumvent security or internet filtering software, and the installation, copying, uploading, transmission, propagation, or creation of computer viruses of any kind. Any attempt to gain unauthorized access to information or data on the network is prohibited.

Electronic mail and other communications are not a private matter. School administrators have the authority to inspect email that is transmitted through the district's network. The district reserves the right to monitor all electronic communications. E-mail use that contradicts provisions of the Acceptable Use Policy will be handled appropriately. Specifically, illegal activities will be reported to law enforcement personnel, and unacceptable communications can result in network privileges being denied, suspended, or revoked as well as other discipline.

Users are expected to follow generally accepted network etiquette guidelines.

Disclaimer

The information gathered from the Internet does not reflect the views of the Brecksville-Broadview Heights City Schools. The district does not endorse the veracity or utility of any materials obtained using its equipment or access to network resources. The school district is not responsible for the consequences of receiving or using advice or information from an Internet source. Neither is it responsible for the consequences of any disruption or changes in services of its network or Internet connection, nor for loss of data stored on its system.

Brecksville Broadview Heights High School
Student Handbook Revisions 2026-2027

Student Handbook Front Page: (Pg. 1)

- **Update:** Formatting was updated to include the new school year.

Attributes of a Bee Insert (Pg. 2)

- **Update**: The attributes of a Bee Graphic has been included in alignment with the Strategic Plan and the BBHMS and BBHES Handbooks.

Table of Contents: (Pg. 3)

- **Update:** Table of Contents with new Page Numbers and Digital links to the items as the Handbook.

Principal's Message: (Pg. 4)

Updated for the 2026-2027 School Year.

School Calendars: (Pg 5)

- **Update:** School Calendar links have been updated for the 2026-2027 School Year.

Academic Dishonesty and Plagiarism Policy: (Pg. 6-7)

- **Change:** An Academic Dishonesty policy was added in alignment with Board Policy and the Staff Handbook. This policy was also reviewed by the HS and MS handbook committees.

Academic Dishonesty and Plagiarism Policy

At BBHHS, academic honesty and integrity are foundational to a student's educational growth. This policy is designed to help students learn from their mistakes and understand the importance of original work, while still holding students accountable.

First Offense

If a student commits plagiarism or academic dishonesty for the first time in a course, the incident will be treated as a classroom behavioral issue. Students can expect the following steps:

- **Discussion & Notification:** The teacher will talk to the student directly about the incident and contact the parent or guardian.
- **Administrative Notification:** The teacher will notify the administrator of the incident.
- **Grading & Resubmission:** The teacher will issue a classroom consequence, this could be consequences such as asking the student to **resubmit the assignment for reduced credit**, completing an alternative assignment, or issuing the student a "0" for the assignment in the gradebook.

Subsequent Offenses

If a student violates the academic dishonesty policy for a second time, the consequences will escalate to reflect the pattern of behavior and may include the following:

- **Loss of Credit:** A student may receive a **zero (loss of credit)** for the assignment, with no opportunity for resubmission.
- **Progressive Discipline:** The student may face additional school-level consequences that may include Saturday Detention, Loss of Open Campus/Student Privileges, In-School Detention, or Out-of-School Suspension (OSS).

Student Academic Honors and Recognitions (Pgs. 8 & 9):

- **Addition:** An academic honors and recognition statement was added to clarify how student accomplishments are highlighted and recognized. The breakdown of the Board approved Latin Honors System used to recognize academic success at graduation was also added along with the Ohio State Recognition Programs such as the *Governor's Merit Scholarship.*

Student Academic Honors and Recognitions

BBHHS is proud of the many accomplishments of its students and is committed to recognizing their achievements in a variety of ways. Student accomplishments may be highlighted through school and district publications, social media, honor societies, awards ceremonies, academic and extracurricular recognition programs, Senior Awards Night, Commencement, and other school-sponsored events and communications.

Students and families are encouraged to share significant achievements with the school. If a student or parent/guardian believes an accomplishment has not been recognized or shared by BBHHS or the District, they are encouraged to contact the school administration. Administrators will review the achievement and consider appropriate opportunities for recognition.

Latin Honors System

BBHHS uses the Latin Honors System to recognize the academic success and well-rounded engagement of our seniors. Instead of ranking students numerically, we honor high achievements using three categories based on **cumulative GPA**, **standardized test scores**, **advanced coursework**, and **school involvement**. The following table explains the standards that need to be met for each category of Honor Level.

Latin Honors Requirements				
Honor Level	**GPA**	**SAT/ACT**	**Extracurriculars**	**Adv. / CTE Courses**
Summa Cum Laude	4.2 or above	SAT - 1360+ ACT - 30+	4 or more school activities	4 or more AP, Dual Credit, Honors, or CTE
Magna Cum Laude	3.7 - 4.19	SAT - 1200+ ACT - 25+	3 school activities	3 AP, Dual Credit, Honors, or CTE
Cum Laude	3.5 - 3.69	SAT - 1060+ ACT - 21+	2 school activities	2 AP, Dual Credit, Honors, or CTE

Transfer Student *Disclaimer: *grades of students transferring to the high school from a chartered community or nonpublic school will be recognized; however, such students shall have no established class rank for purposes of graduation honors such as Cum Laude, Summa Cum Laude, and Magna Cum Laude, until such time as they have completed two (2) semesters prior to the final semester of graduation. No student shall be eligible for graduation honors unless they have been enrolled for two (2) consecutive semester(s) prior to the final semester utilized for purposes of determining such honors.*

Ohio State Recognition Programs

The State of Ohio recognizes high-achieving students through the Governor's Merit Scholarship (GMS) program. The scholarship is awarded to students whose academic achievement and GPA place them among the top 5% of their graduating class. Specific information about GMS can be found in ***Board Policy 5430.***

Eligibility and Selection

- Eligibility is determined using a student's Grade Point Average (GPA) and academic achievement as calculated in accordance with the district approved grading scale and in accordance with Ohio law and guidance from the Ohio Department of Higher Education (ODHE).

- Students attending District Success Academies and students who graduate early may be considered for nomination in accordance with the state requirements.
- The number of students nominated is limited by the allocation established by the Ohio Department of Higher Education based on school enrollment..
- Post-secondary plans will not be considered when determining eligibility or nominations.
- Eligible students will be reported to the Ohio Department of Higher Education, which will provide information regarding scholarship opportunities.

Report Card, Interim, and Conference Dates Updated (Pg. 11):

Report Cards will be posted to PowerSchool on the following dates:

1st Quarter……October 30, 2026 3rd Quarter…….March 26, 2027

2nd Quarter……..January 20, 2027 4th Quarter……..June 4, 2027

Interim Progress Reports

Student's progress may be monitored throughout the year by logging into PowerSchool. When a student is failing or in danger of failing a class at interim time, the student's teacher(s) will reach out to their parents via phone or email to notify them of their poor progress. Students who have provided little evidence of growth or adequate progress in class will meet with their Teacher/Counselor/Assistant Principal to develop a plan for improvement. Parents are encouraged to contact the Teacher, Counselor, or Assistant Principal throughout the year to receive descriptive and prescriptive feedback.

Interim Progress Reports will be posted in PowerSchool on the following dates

Qtr. 1 - 9/25/2026 Qtr. 2 - 11/20/2026

Qtr. 3 - 2/19/2027 Qtr. 4 - 5/7/2027

Parent / Teacher Conferences

Communication between the home and school is viewed as extremely important. Parent-teacher conferences are held formally on one evening during the first and third nine weeks of the school year. Other conference times can be scheduled throughout the year by teacher or parent request.

10/1/2026 2/18/2027

High School Exam Policies Statement (Pg. 11):

- **Addition:** A statement on the high school exam policies was added to the handbook. This statement clarifies BBHHS exam policies for midterms and finals as well as outlining the exam waiver opportunity for students taking EOC or AP tests.

High School Exam Policies

All courses at BBHHS include a midterm examination and a final examination or culminating assessment **including senior level courses in May*.** Midterm and final examinations are important components of the instructional program and are each included in the calculation of a student's course grade. Collectively, the midterm and final assessments will account for 20% of the student's final calculated course grade.

The school may provide opportunities for students to earn a final examination waiver through established criteria. Such opportunities may include successful completion of advanced coursework, demonstrated proficiency through state End-of-Course assessments, or approved portfolio, performance, or project-based assessments developed by teachers and approved by the administration.

Information regarding final examination waiver opportunities, eligibility requirements, and application procedures will be communicated to students and families in a timely manner.

Students who earn a final examination waiver will always have the option to take the final examination if they believe doing so may improve their final course grade.

College Admission Tests (Pg. 12):

- **Removal and Update:** The specific dates for all SAT and ACT test dates were removed and replaced with a link to the dates on each testing groups website. This will allow students and parents to access the most current information.

Advanced Placement Tests (Pg 13)

- **Update:** The AP Test dates for Spring of 2027.

Advanced Placement Tests

Advanced Placement Tests enable students to receive college credit for courses taken in high school, based on their performance on the national standardized Advancement Placement Tests. All students enrolled in AP courses are required to take the AP tests. Fees for AP tests are included in class fees. Failure to take the AP Test will result in a Final Exam grade of "0" which counts toward 20% of the student's grade. ~~loss of weighted credit for the course~~. Making-up an AP test requires prior approval and possibly medical documentation.

Advancement Placement (AP) Examination Dates: May 3-14, 2027

Registration materials for all of the above tests are available in the School Counseling Office.

Board Approved Student Fees (Pg 17):

- **Update:** The Information on Board Approved student fees including a Fee table for the HS was updated to reflect the 2026-2027 school year.

Board Approved Student Fees

The chart below contains the Board of Education approved Student Fees for the 2026-2027 School Year. Student fees should be paid regularly and accounts should be kept up to date to avoid large balances. Activities such as, participation in extracurriculars, school dances, and student privilege opportunities (open campus and driving privileges) may be withheld from students until student fees are brought up to date and previous years balances are paid.

HS Student Fees For 2026-2027						
Grade	**General**	**Tech**	**TOTAL**	**Parking (Opt)**	**Parking CVCC**	**Instrument Rental***
12	$ 80.00	$ 30.00	$ 110.00	$ 60.00	$ 30.00	$ 70.00
11	$ 80.00	$ 30.00	$ 110.00	$ 60.00	$ 30.00	$ 70.00
10	$ 80.00	$ 30.00	$ 110.00			$ 70.00
9	$ 80.00	$ 30.00	$ 110.00			$ 70.00
CCP	$ 50.00	$ 30.00	$ 80.00			
CCP fee(above): *is in lieu of the general fee. Reduced to accommodate students attending classes off campus. Must take 3 more CCP classes per semester.*						
CCP Failure Fee: *If a student fails a CCP course, the District charges student for the total cost of the course.*						
AP Fee: *The District charges the amount assessed from the College Board + $1*						
Parking Fines:	1st thru 4th offense	$10	each offense			
	5th or more	$20	each offense			
*Instrument rental fee is per instrument if student rents a district owned instrument.						

Clinic (Pg. 19):

- **Add/Update:** Update language on how the clinic is to be utilized by students and parents. This statement was provided by the district pupil services director as a way to make all 3 buildings uniform in how the clinic will be managed.

All students are required to have an Emergency Medical Authorization form completed through FinalForms. A school clinic's purpose is to manage minor illness and injuries.

Medication Taken at School

If possible, all medications should be given to all students at home. If it is necessary for a student to take medication during school hours parents/guardians may come to school and administer medication to their student OR the following conditions must be met:

- Prescription medication authorization forms need to have the physician section completed, including name of medication, dosage, and time of administration. There is a section for parents/guardians to complete. *These forms are available under the Health Services section of the District website.*
- Non-prescription medication authorization forms do not contain a physician section. Non-prescription medication authorizations are filled out entirely by the parent/guardian.
- Any medication must come to school in its original sealed container with the child's name on it. Pharmacies will provide 2 bottles when asked.
- An adult needs to bring the medication to the clinic. Students must not carry medications on the bus.
- The FIRST dose of any medication must be administered at home.
- Medication authorization forms must be completed each year or as medical needs arise.
- Asthma inhalers, epinephrine autoinjectors, and medication to treat diabetes may be carried and used by students with an Emergency Action Plan on file. Emergency Action Plans provide written authorization for self administration of these medications from the physician and the parent/guardian. (BOE 5330, 5336)
- Medication must be picked up at the end of the year or it will be discarded. (BOE Policy 5330)

Illness/Fever

A student will be sent home from the clinic if they display a temperature of 100.0 degrees or higher. Note that the child should be fever-free for 24 hours without taking fever-reducing medication before returning to school. A student will be sent home from the clinic if they are vomiting. Twenty-four hours should pass from the last episode of vomiting before returning to school. If a child is started on an antibiotic for a communicable disease, they need to receive 24 hours of the medication before returning to school.

Vision/Hearing

The Brecksville-Broadview Heights City School District does not plan or conduct non-emergency invasive physical examinations or screenings. This does not include vision and hearing screenings.

Vision and hearing screening is offered for all students in Kindergarten, first grade, third grade, fifth grade, seventh grade (vision ONLY), 9th grade,11th grade.

Injury/Health Care Needs

Students with specific health care needs should deliver written notice about such needs, along with physician documentation to the school clinic.

Misuse of the Clinic

Use of the clinic is for students who are ill or have a medical need. Students who are found to be misusing the clinic for any reason (loitering, class avoidance, etc.) may receive a consequence in alignment with the student code of conduct for their actions.

If there are additional questions regarding the school clinic, please reach out to the District Health Care Coordinator.

~~All students are required to have an Emergency Medical Authorization form completed through FinalForms.~~

~~Before visiting the school clinic, students must obtain a pass from a staff member.~~

~~If a student needs to take medication during the school day, all required medical forms must be properly completed and submitted in advance. These forms are available under the Health Services section of the District website.~~

~~The Brecksville-Broadview Heights City School District does not plan or conduct non-emergency invasive physical examinations or screenings. This does not include vision and hearing screenings.~~

~~For the health and safety of all students, it is recommended that students remain at home until they are fever-free for at least 24 hours without the use of fever-reducing medication. Students experiencing vomiting or diarrhea due to illness should stay home for at least 24 hours after the last episode.~~

~~If there are additional questions regarding the school clinic, please reach out to the District Health Care Coordinator~~

Student Organization Social Media Disclaimer (Pg. 21)

- **Addition:** Added language on the use of social media accounts run by students for board approved clubs or organizations (i.e. Youth in Government, SWARM student section, STUGO, etc.)

Student Organization Social Media Disclaimer

Students who create, manage, or contribute to social media accounts that reference, represent, or reasonably imply an affiliation with Brecksville-Broadview Heights High School or any school-sponsored team, club, or organization are subject to school oversight. Such accounts must comply with the expectations and standards outlined in the Student Code of Conduct.

Content posted on these accounts must reflect the positive values, character, and reputation of the school community. Social media activity that is inconsistent with these expectations, or that materially disrupts the school environment, may result in school disciplinary action. This includes, but is not limited to, content that is inappropriate, harmful, harassing, discriminatory, or otherwise inconsistent with school standards

The use of disclaimers (e.g., statements asserting that an account is "not affiliated" with the school) does not exempt students from responsibility. If an account's name, content, or context reasonably suggests a connection to the school or its organizations, student managers and contributors remain subject to school policies and disciplinary procedures.

Athletics (Pg. 21):

- **Remove:** Language that specifically identifies schools in the Suburban League Conference and what side they are on as this is in flux.

Athletics

As members of the Suburban League, the Bees compete in a number of sports on the varsity, junior varsity and freshman levels. Listed below are team sports sponsored by the school. In addition, some students have competed as individuals in other sports recognized by the Ohio High School Athletic Association. ~~The schools in the conference are: Hudson, Nordonia, North Royalton, Stow-Munroe Falls, Solon, Twinsburg, and Wadsworth.~~ Admission to conference events is set by the Suburban League and established by its member schools.~~–~~Questions should be directed to the Athletic Office.

Interscholastic Extracurricular Eligibility (Pg. 22):

- **Update:** Language around the GPA requirement for extracurricular eligibility. This requirement no longer exists as the board has approved language that removes this local requirement in favor of the state requirement of students needing to pass a minimum of 5 academic classes for participation in a quarter.

Interscholastic Extracurricular Eligibility

~~Students are required to maintain a minimum grade point average of 1.5 in order to be eligible to participate in any interscholastic extracurricular activity (grades 7-12) within the Brecksville-Broadview Heights City School District. The grades point average of each grading period (quarter grades) will be used to determine eligibility. The eligibility of a student will continue until the grades are released to the athletic office, at which time the grades from the immediately preceding grading period become effective. Incoming freshmen must have passed 75% of their classes in the fourth quarter of the previous year to participate in fall athletic activities. EXCEPTION: Eligibility or ineligibility for the first grading period commences with the start of the fall sports season.~~

~~Summer school grades earned may not be used to recalculate a student's G.P.A. from the last grading period of the regular school year. Additionally~~,

Eligibility requirements for participating in athletic programs ~~must~~ conform to the policies, rules/regulations, and limitations outlined by the Ohio High School Athletic Association. Specifically, student-athletes must be passing at least **five (5)** full credit equivalent courses each grading period to remain eligible. Keep in mind that all PE classes are .25 credit for a semester. The grades of each grading period (quarter grades) will be used to determine eligibility. The eligibility of a student will continue until the grades are released to the athletic office, at which time the grades from the immediately preceding grading period

become effective. Incoming freshmen must have passed 75% of their classes in the fourth quarter of the previous year to participate in fall athletic activities. EXCEPTION: Eligibility or ineligibility for the first grading period commences with the start of the fall sports season.

Rules and Regulations for Student Drivers (Pg. 25):

- **Addition:** The language of "Only students who have a valid driver's license are eligible to purchase a parking pass" was added to the rules and regulations for student drivers.

Rules and Regulations for Student Drivers

1. Only students who **currently have a valid driver's** licence are permitted to obtain a parking permit.

Student Privilege and Open Campus (Pg. 26):

- **Update:** The Open Campus form links for the 26-27 school year were added as well as language that expressly states that students may not take Open Campus prior to it appearing on their schedule.

Student Privilege and Open Campus

Students may complete an application for student privileges through the Assistant Principal's Office ~~at the start of each semester~~ and upload the form to the '26-'27 Open Campus Request Form linked here. Students may not begin to utilize Open Campus or Student Privileges until they appear on their schedule in PowerSchool. Taking Open Campus Privileges without permission may prevent students from receiving Open Campus for the remainder of the school year. Students who demonstrate responsible behavior, maintain good academic standing, and have acceptable attendance will earn privileges. These privileges will be accessible for students in grades 10, 11, or 12 that have exhibited responsible behaviors and are in good academic standing. Applications will be reviewed at the beginning of each quarter. Privileges will be revoked at any time for violating the student code of conduct and for attendance or academic concerns. The following qualifications must be met for Open Campus privileges to be awarded:

Search and Seizure (Pg. 26):

- **Update:** Language in the search and seizure policy to align to board policy while also referencing new technology (i.e. vape detectors, metal detector wands, etc.) that may be used in this process to keep students safe.

Search and Seizure

The Board or its designee reserves the right to search the locker, desk, person, and personal property of a student on school grounds, in school vehicles or at any school activity when it is reasonably necessary for the maintenance of order, discipline and safety in the supervision and education of students. At the beginning of the school year, students will be informed that their lockers, desk, persons and personal belongings, including, but not limited to, purse, athletic bags, and articles of clothing in the locker, are subject to search at any time and without warning. The High School administration may utilize assistive technology such as a hand wand, vapor detector, or breath alcohol sensor when conducting searches to ensure the safety of the individual and all building occupants. Searches will be ***based upon reasonable suspicion***. In determining whether there is reasonable suspicion, the following factors will be taken into consideration but not limited to: the age, history and school record of the student, the prevalence and seriousness of the problems, the need to avoid delay; and the reliability of the information on which suspicion is based.

This Handbook replaces all prior handbooks and other prior written material provided on the same subjects. This Handbook does not equate to an irrevocable contractual commitment to the student, but only reflects the current status of the Board's policies and the School's rules. If any of the policies or administrative guidelines referenced herein are revised, the language in the most current policy or administrative guideline prevails. Copies of current Board policies and administrative guidelines are available on the District's website.

We are excited to begin another year of learning at BBHMS. The faculty, staff, and administration are committed to helping you have a successful and productive school year. Middle school is a time for enhancing your curricular knowledge as well as your social development to become a mature and responsible citizen in the school and local community. In order to be successful, we must work together to follow the practices and procedures in this handbook to make each day safe, enjoyable, and meaningful for everyone. This daily planner is one of many resources that will help you stay organized. This document should be read by all students and parents to gain a clear understanding of the opportunities and expectations at BBHMS. Take pride in our school, be involved, and strive for your personal best.

DAILY SCHEDULE

Students May Arrive 7:15

1 PERIOD	**7:45 - 8:35**
2 PERIOD	**8:39 - 9:27**
3 PERIOD	**9:31 - 10:19**
4 PERIOD	**10:23 - 11:13**
7TH Grade HIVE 10:23-10:42 Lunch 10:43-11:13	
5 PERIOD	**11:17 - 12:07**
6TH Grade HIVE 11:17-11:36 Lunch 11:37-12:07	
6 PERIOD	**12:11 - 1:01**
8TH Grade HIVE 12:11-12:30 Lunch 12:31-1:01	
7 PERIOD	**1:05 - 1:53**
8 PERIOD	**1:57 - 2:45**

IMPORTANT TELEPHONE NUMBERS

Main School Line	**740-4400**
Fax #	**740-4454**
Counseling Office	**740-4421**
Fax #	**740-4456**
Attendance Office	**740-4405**
Transportation	**740-4050**
Board of Education	**740-4000**

MIDDLE SCHOOL STAFF 2026-2027

PRINCIPAL:	Todd Rings	7th Grade
ASST. PRINCIPAL:	Kati Mann	6th/8th Grades
COUNSELORS:	Jane Ciuni	7th Grade
	Claire Gonter	8th Grade
	Nicole Lenczewski	6th Grade

SCHOOL PSYCHOLOGIST: Joe D'Alessandro
ADMINISTRATIVE ASSISTANT: Cathy Gaudio
SECRETARIES: Laura Jonozzo (Attendance/Discipline)
Jill Dougherty (Guidance office)
HEALTH CARE COORDINATOR: Kim DiRocco RN
SCHOOL RESOURCE OFFICER (SRO): Officer Jose Garcia

Ohio School Safety Center

School Safety

Students are always encouraged to report any school related safety concerns to a trusted adult, as soon as possible, at school either in person, through email, or a written incident report found at the guidance office.

Additionally, The Safer Ohio School Tip Line is a safety resource available to all Ohio schools. Report Concerns at 844-723-3764 or visit www.saferohioschooltipline.com. Reports can be made anonymously. Things to report to the tip line include (but are not limited to): Bullying, harassment, intimidation incidents, withdrawn student behaviors, threats, Weapon/suspicious devices on or near school grounds, Self-harm or suicidal sentiments; and Any other school safety-related concerns.

The information presented in this Student Handbook cannot be interpreted as totally all-inclusive. As society and school problems change, the school district and its personnel have the authority to handle such new issues as they arise.

Hazardous weather and/or other unforeseen contingencies may force an alteration of this calendar in order to comply with state law, State Department of Education dictates, and/or local Board determinations. In any event(s), the intent is to establish a 180 day calendar for students plus staff days for teacher meetings, reports, and in-service.

The Board of Education does not discriminate on the basis of race, color, religion, national origin, sex, disability, or age in its programs and activities, including employment opportunities

GRADING SCALE

Letter grades in each course are based on the following percentage scale:

92 – 100	A (4.0)
90 – 91.9	A- (3.7)
87 – 89.9	B+ (3.3)
83 – 86.9	B (3.0)
80 – 82.9	B- (2.7)
77 – 79.9	C+ (2.3)
73 – 76.9	C (2.0)
70 – 72.9	C- (1.7)
67 – 69.9	D+ (1.3)
64 – 66.9	D (1.0)
60 – 63.9	D- (0.7)
59 and below	F (0)

GRADING PERIODS

First quarter	Aug 19 - Oct 22	45 days
Second quarter	Oct 26 - Jan 14	44 days
Third quarter	Jan 19 - Mar 24	46 days
Fourth quarter	April 6 - June 2	41 days

Report Cards will be posted to PowerSchool

CREDIT FLEXIBILITY

Credit flexibility enables students to earn high school credit based on the demonstration of subject area competency. Students may complete coursework, test out of a course, or pursue educational options. Please see the proposal process on the web site or discuss this option with your counselor.

COLLEGE CREDIT PLUS

Any student in grades 7-12 has the opportunity to earn college credit by participating in a College Credit Plus course. Please contact your school counselor if you are interested or have any questions.

HONOR AND MERIT ROLL

At the end of each nine-week grading period, recognition is given to those students who achieve academically. In order to be awarded Honor Roll status, a student must achieve a grade point average of 3.75-4.00. Merit Roll status is awarded to those students who achieve an average of 3.00-3.74.
A grade of D, F, or I in any class precludes a student being included on the Honor Roll or Merit Roll.

2026-2027 SCHOOL CALENDAR

Aug 12	Rising 6th Grade Parent Meeting 7pm
Aug 13	Building Visitation: Grade 7/8 @ 9 -11am Grade 6 @ 12- 2pm
Aug 18	New Student Orientation @ 1pm
Aug 19	**First Day of School**
Aug 24	Open House @ 7pm
Aug 26	Picture Day
Sep 7	**Labor Day - No School**
Sep 21-25	MS Starts with Hello week
Sep 23	6th Grade Band Informance @ 7pm
Oct 8	MS/HS Concert of Choirs @ 7pm HS Aud
Oct 9	**NEOEA Day – No School**
Oct 13	MS Fall Sports Banquet @ 6pm
Oct 21	MS Parent/Teacher Conf. All Grades @ 4-7pm
Oct 23	**Records Day – No School for students**
Oct 26-30	Red Ribbon Week
Oct 28	MS/HS Orchestra Concert @ 7pm
Oct 29	MS Parent/Teacher Conf. All Grades @ 4-7pm
Nov 4	MS Picture Retake Day
Nov 5	DC Introduction Mtg @ 7pm
Nov 11	Veterans Day Event -6th Grade Music @ 9am
Nov 23-24	**Prof WaiverDays - No School for Students**
Nov 25-27	**Thanksgiving Break - No School**
Dec 15	MS Orchestra Holiday Concert @ 7pm
Dec 16	MS Band Holiday Concert @ 7pm
Dec 17	MS Choir Holiday Concert @ 7pm
Dec 21-Jan 1	**Winter Break –No School**
Jan 4	**School Resumes**
Jan 15	**Teacher Records Day - No Students**
Jan 18	**Martin Luther King Day – No School**
Feb 2	8th Grade Academic Planning @ 7pm HS
Feb 11	MS Winter Sports Banquet @ 6pm
Feb 15	**President's Day - No School**
Mar 9	Concert/Symphonic/6th Grade Band @ 7pm
Mar 10	Wind Ensemble, 7th/8th Grade Band @ 7pm
Mar 16	MS Orchestra @ 7pm
Mar 18	7 & 8 MS Choir Concert @ 7pm
Mar 25	**Records Day - No School for Students**
Mar 26-April 5	**Spring Break – No School**
April 6	**School Resumes**
April 19	Washington DC Parent Mtg @ 7-8pm
April 24	Washington DC Chaperone Mtg @ 9am Media
April 27-28	ELA OST Testing Grades 6,7,8
May 5	Science OST Testing Grade 8
May 6	8th Grade Music Concert @ 7pm
May 8	Music in the Parks Cedar Point
May 11-12	Math OST Testing Grades 6,7,8
May 13	MS Spring Sports Banquet @ 6pm
May 17	WDC Luggage Drop Off @ 6-7:30pm
May 18-21	8th Grade WDC trip
May 18	MS Orchestra Concert 5,6,7 @ 7pm
May 19	MS Band Concert 6,7 @ 7pm
May 20	MS Choir Concert 6,7 @ 7pm
May 27	Academic Recognition Night @ 7pm
May 31	**Memorial Day—No School**
June 1	Kick It Day
June 2	**Last Day For Students – Early Dismissal**
June 3	Last Day For Teachers

STUDENT SERVICES

Counselors will be available to assist students in making academic and personal choices. The guidance staff is also responsible for maintaining student records, planning and scheduling informational meetings, and helping coordinate the testing program. Students who need to see their counselor during the school day should visit the guidance office before school, after school, during study hall or lunch. Students and parents are encouraged to contact counselors with questions or problems at 740-4421.
Any change of address or telephone number during the school year must be reported to the guidance office at 740-4421.

SPECIAL SERVICES

The services of a school psychologist, speech and hearing therapist, and academic tutors are available for those who qualify. In addition, a school nurse or health aide is available at regularly scheduled times.

CAFETERIA

Students may pay with cash daily or prepay. Students will be issued and must use a PIN number when making a purchase.
The overall cleanliness of the cafeteria and of individual tables is the responsibility of those who use the facility. Students are expected to dispose of their waste in the appropriate receptacles, and make sure their tables are clean. With this in mind, the following expectations should be followed:

- Once you choose a seat, you must stay there for that lunch period
- Students should walk and keep hands to self
- Students should push in chairs when leaving the table
- Please keep talking to an appropriate level
- Food or beverages are not to be consumed anywhere in the building except the cafeteria
- Students must have permission to leave the cafeteria
- Students should not pull additional seats up to tables or sit at the ends of the tables
- Students will eat lunch with their entire grade level as long as lunchroom expectations are met.

CLINIC

Students feeling ill or requiring medical attention are to come to the main office **with a pass from the classroom teacher/supervisor before proceeding to the clinic**. For attendance purposes, **students are not to report to the clinic between classes**, except in extreme emergencies. Students admitted to the clinic may stay for only one period; then they must either go back to class or go home. The school secretaries or clinic health staff will make calls to parents of students who need to go home.

Illness and Fever: A student will be sent home from the clinic if they display a temperature of 100.0 degrees or higher. Note that the child should be fever free for 24 hours without taking fever-reducing medication before returning to school. A student will be sent home from the clinic if they are vomiting. Twenty four hours should pass from the last episode of vomiting before returning to school. If a child is started on an antibiotic for a communicable disease, they need to receive 24 hours of the medication before returning to school.

Immunizations: The following immunizations are required under Ohio Revised Code 3313.67.

- Tdap (diphtheria, pertussis, tetanus) 7th grade
- MCV4 - meningococcal 7th and 12th grade

INJURY/HEALTH CARE NEEDS

Students with specific health care needs should deliver written notice about such needs, along with physician documentation to the school clinic.

MEDICATION TAKEN AT SCHOOL

If possible, all medications should be given to all students at home. If it is necessary for a student to take medication during school hours parents/guardians may come to school and administer medication to their student OR the following conditions must be met:

- Prescription medication authorization forms need to have the physician section complete including name of medication, dosage, and time of administration. There is a section for parents/guardians to complete.
- Non-prescription medication authorization forms do not contain a physician section. Non-prescription medication authorizations are filled out entirely by the parent/guardian.
- Any medication must come to school in its original sealed container with the child's name on it. Pharmacies will provide 2 bottles when asked.
- An adult needs to bring the medication to the clinic. Students must not carry medications on the bus.
- The FIRST dose of any medication must be administered at home.
- Medication authorization forms must be completed each year.
- Asthma inhalers, epinephrine autoinjectors, and medication to treat diabetes may be carried and used by students with an Emergency Action Plan on file. Emergency Action Plans provide written authorization for self administration of these medications from the physician and the parent/guardian. (BOE 5330, 5336)
- Medication must be picked up at the end of the year or it will be discarded. (BOE Policy 5330)

Vision/Hearing: The Brecksville-Broadview Heights City School District does not plan or conduct non-emergency invasive physical examinations or screenings. This does not include vision and hearing screenings.

Vision and hearing screening is offered for all students in Kindergarten, first grade, third grade, fifth grade, seventh grade (vision ONLY), 9th grade,11th grade.

RISK REDUCTION PROGRAM

The Board of Education believes that the employees and students of this District, as well as visitors, are entitled to function in an environment as free from hazards as can reasonably be provided. In this regard and in accordance with law, the Board will provide reasonable and adequate protection to the lives, safety, and health of its employees and students, in compliance with Federal and State laws and regulations. Assistant Superintendent of Personnel and Business Operations shall ascertain that the employees and students of this District are aware of their rights to an environment free of recognized hazards, that they are properly trained in safety methods, that protective devices and equipment are available to meet safety standards, and that proper rules and records are maintained to meet the requirements of the law and the regulations of the Public Employees Risk Reduction Advisory Commission.

TRANSPORTATION

Students are assigned to buses by the Transportation Department according to where they live, and are expected to ride only on their assigned buses. If extraordinary circumstances require a change in a bus assignment, arrangements should be made with the Transportation Department at 740-4050. No middle school student may drive any motor vehicle to school. Students must board and exit the

bus at their designated stop only. Students should be on time at the designated school bus stops and should wait until the bus comes to a complete stop before attempting to enter. While on the bus, students should follow the posted bus rules and directions of the driver at all times. Any misconduct on the bus can cause the driver to be distracted and jeopardize the safety of the students on the bus as well as other vehicles on the road. Items, in total, brought on the bus should not be any larger than what can be placed on the lap or under the seat. (This includes projects, instruments, etc.)

BUS RULES AND REGULATIONS

(Adapted from the Ohio Revised Code, 3301-83-20 and 3301-83-08)

1. No one shall interfere with the driver's operation of the bus.
2. No unauthorized person shall sit in the driver's seat or operate any controls.
3. The driver has the authority to assign seats.
4. Students must board and leave the bus at their designated bus stop unless they have parental and administrative permission to do so.
5. Forbidden cargoes include animals, firearms, ammunition, explosives, flammable substances, and all other dangerous materials or objects.
6. No one shall have in their possession any tobacco, alcohol, or other illegal drugs or substances.
7. No one shall throw any objects on, from, or into the bus.
8. No one shall cause any part of his or her body to project from the bus window.
9. No one shall eat or drink while on the bus.
10. No one shall cause damage to any part of the bus.
11. Profane language and fighting are prohibited on the bus.
12. Noise shall be kept to a minimum at all times to insure safety.
13. Students must remain in their seats at all times.

The driver has the authority to enforce the above rules and regulations and may issue citations. Students shall conduct themselves on the school bus as they would in the classroom. Reasonable conversation is permissible. Continued disorderly conduct or refusal to obey the driver shall be sufficient reason for losing the privilege of riding the bus to and from school and for extra-curricular activities and field trips.
Violation of bus rules may result in further school discipline.
The Transportation Department may be called at
440-740-4050 with any bus concerns.

Consequences for Bus Misconduct:

- 1st Offense: "Bus Conduct Violation" (citation) is issued, a parent signature is required on citation, and the assistant principal is informed.
- 2nd Offense: "Bus Conduct Violation" (citation) is issued, a parent signature required on citation, and the assistant principal will contact parent or guardian by letter.
- 3rd Offense: "Bus Conduct Violation" (citation) is issued, a parent signature is required, and the student may lose district transportation privileges for up to 5 days.
- 4th Offense: "Bus Conduct Violation" (citation) is issued, a parent signature is required, and the student loses district transportation privileges for 5 days.
- 5th Offense: "Bus Misconduct Violation" (citation) is issued, a parent signature required, and the student loses district transportation privileges for 10 days.
- Additional Offense(s) may result in permanent removal, if warranted. These steps may be omitted if immediate removal/suspension is warranted.

SCHOOL POLICIES / PROCEDURES

STUDENT ATTENDANCE POLICY

PHILOSOPHY:

Regular daily class attendance and punctuality are necessary in order for the learning process to be effective. Frequent absences disrupt the instructional process, which requires a continuity of classroom learning experiences, pupil interaction, and study in order to reach the goal of maximum educational benefits for each student. Studies show that students who miss school frequently experience great difficulty in achieving the maximum benefits of instruction. We are aware that there are occasions when a student cannot be present and thus may miss an essential learning experience. However, our concern is with each student's total participation, which is reflected in the attendance procedures that follow

RATIONALE:

A. The laws of Ohio require daily attendance of all students until age 18 (or age 16 if approved to withdraw and work full time).

Rev. Code 3321.04 - Every parent, guardian or other person having charge of any child of compulsory school age who is not employed on an age and schooling certificate must send such child to a school which conforms to the minimum standards prescribed by the State Board of Education for the full time the school attended is in session, which shall, in no case, be less than thirty-two weeks per school year. Such attendance must begin within the first week of the date at which the child begins to reside in the district, or within one week after his/her withdrawal from employment.

B. Daily attendance and punctuality are essential to success in school and are necessary habits for later success in life. Daily attendance affords a student the opportunity to reap maximum benefits from the educational environment provided by the Brecksville-Broadview Heights City Schools. Excessive absences and tardies cannot be accepted.

C. Excessive absence from school may be a factor when assessing a student's quarterly, semester, or yearly performance for grading purposes.

D. Each student upon enrollment within the Brecksville-Broadview Heights City School District assumes the obligation and responsibility to attend all assigned classes except when excused by a valid reason. The following are VALID (Excused) reasons for absence from school:

1. Personal illness
2. Medical, dental, or legal appointment (note of verification needed to return to school)
3. Death of a relative
4. Observance of religious holidays (if it is required by his/her religion)
5. Other emergencies or circumstances that constitute good and sufficient cause as determined by the school administration

E. An Unexcused Absence exists when a student is absent from school with his/her parents' knowledge, but for a reason deemed to be unacceptable by the administration. Consequences will be enforced when deemed necessary.
Truancy is defined as absence from school and/or any part of a class without parents' and/or a school official's knowledge or permission.

GENERAL ABSENCE PROCEDURES

In every case of a foreseen absence, an attempt should be made to have the absence excused in advance.

Reporting absence:

Parents/guardians are to call the attendance office (740-4405) to report their child's absence; a message can be left 24 hours a day. If a parent/guardian has not called by mid-morning, an office staff member will attempt to contact a parent or guardian to clear the absence. In the event that telephone contact is not made, the student must submit a written note from a parent or guardian to the school attendance office upon returning to school.

Make-up work:

When a student returns from an absence, it is his/her responsibility to make arrangements for completing make-up work. Generally, students will be allowed one day of make-up time for each day absent, but exceptions may be made with the approval of the teacher.

If a student will be absent for two or more days, assignments may be obtained by contacting their school counselor.

HOME INSTRUCTION

Procedures for Home Instruction of a student should begin when it is suspected that the student might be out of school for 10 or more consecutive school days due to illness. Contact your student's school counselor.

ATTENDANCE GUIDELINES

A. Absences and school related absences

1. Absences include the "VALID" reasons cited earlier under Rationale, Section D.
2. Students must be in class more than half a period or they will be considered absent for the entire period.
3. Late arrivals (to school) and early dismissals: Late arrivals and early dismissals are considered absent days when determining the total number of days absent from class.
4. Planned Absence - Vacation days are considered absent days when determining the total number of days absent from class for any period of time.
5. Out-of-School Suspensions **ARE counted as absence from school.**

School related activities or functions are not counted as absence from class. Examples are: Field trips, assemblies, calls from the office, visits to the psychologist's office, required physicals at the clinic, a pass from another teacher who has detained that student, school related activities such as sports, contests, band, etc., that are scheduled during school hours, or any other school-related activity.

B. Procedures Governing Absence

1. All buildings follow a policy of daily communication with the home of absent pupils who do not call the school.
2. In case of an "unexcused absence," the principal may request a home visit by the truant officer.
3. Excessive absence from school may be a factor when assessing a student's performance for grading purposes.
4. Definition of 'excessive absences' is :
   - 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.
5. After a student has met the excessive absence hours for the school year, the parent/guardian may have to provide documentation of an excused absence if the student misses three or more consecutive days in order for the absences to be considered excused.
6. Continued excessive absences and/or unexcused absences will result in participation in mandatory school absence intervention team meeting(s) and may result in a court referral.

PLANNED ABSENCE

Absences due to family vacations are discouraged during the school year. Absence for a family trip or vacation, extracurricular activities, non-school sponsored activities, etc., is to be considered planned absence.

An Advance Notice of Absence is to be completed and submitted to the attendance office prior to the scheduled absence from school with a parental note stating the reason for the student's absence.

1. Planned absences are NOT to be requested on those days established for semester, final exams or state-wide testing.
2. It will be the student's responsibility to make up work and/or tests missed upon return to school. No more than one day's make-up time shall be permitted for each day of absence. Teachers will not be expected to tutor individual pupils. However, due to lack of participation during vacation absence, a student's grades may be adversely affected.
3. All work and/or tests are expected to be made up in the prescribed period of time. Failure to do so will result in "0" credit to be computed in the pupil's current grading period average.
4. Absence in excess of ten consecutive school days may require individual tutoring at the parent's expense.

Absences not covered in the excused, planned, and suspension categories will be handled by the school principal.

TARDINESS

Excused Tardiness is tardiness **to school** in the morning provided the student brings a doctor/dentist note and arrives before the start of third period. A student may have this type of

tardiness for the same reasons listed under "VALID" reasons for absence in the Rationale section. All other tardies, including "missing the bus" and "oversleeping" are considered unexcused tardies.

Unexcused Tardiness is all other tardiness not considered excused. The below policy will apply **individually to each class period** of the students' day and will reset each quarter.

1st unexcused tardy - warning
2nd unexcused tardy - second warning
3rd unexcused tardy - one office detention
4th unexcused tardy - two office detentions
5th unexcused tardy - ½ day Saturday detention
6th unexcused tardy - full Saturday detention

Additional unexcused tardiness within each grading quarter, will result in further disciplinary action. All excused tardies are not part of the ladder. Six (6) or more excused tardies to school will require documentation or will be considered unexcused tardy. This will reset each quarter.

LEAVING SCHOOL GROUNDS

No student may leave school when school is in session without the permission of the office. Students may not leave the building or grounds for any reason between the time their regular bus arrives and departs. Students may not leave school grounds to walk to home athletic events. **Permission to leave school property may be granted by the office only if the parent sends a written request.**

AFTER SCHOOL SUPERVISION

The only students allowed in the building after school are those involved in a club, activity or athletics, those serving detention, or those staying for a teacher-directed study session. Students must report to their after school activities by 2:50 p.m. Students attending sporting events as spectators will be required to leave school grounds and then may return for the event using the back door by the cafeteria.

AFTER-SCHOOL ACTIVITIES

Students may NOT attend or participate in after-school activities/sports if they are absent from school, serving an OSS that day, or arriving after 11:12 AM.

EARLY DISMISSAL

If it is necessary to leave school early for an appointment please call ahead with the time the student will be picked up, or send a note in with the student. This allows the school time to prepare for the early dismissal. A parent/guardian will need to come into the main office to sign out the student.

STUDENT RECORDS AND DIRECTORY INFORMATION

Student records shall be available only to students and their parents, eligible students, designated school officials, and designated school personnel, who have a legitimate educational interest in the information, or to other individuals or organizations as permitted by law.

Both parents shall have equal access to student records unless stipulated otherwise by court order or law. In the case of eligible students, parents may be allowed access to the records without the student's consent, provided the student is considered a dependent under section 152 of the Internal Revenue Code. Only "directory information" regarding a student shall be released to any person or party, other than the student or his/her parent, without the written consent of the parent, or, if the student is an eligible student, without written consent of the student, except to those persons or parties stipulated by the Board's policy and administrative guidelines and/or those specified in the law.

Each year the District provides public notice to students and their parents of the District's intent to make available, upon requests, certain information known as "directory information." The Board designates as student "directory information": a student's name; address; telephone number; date and place of birth; 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; and scholarships. Directory information shall not be provided to any organization for profit-making purposes. The Board may disclose "directory information" on former student's rights to inspect, review, and request amendments to educational records, or if parents/students believe their rights under Federal law have been violated, please contact the Director of Pupil Services at (440) 740-4017. (BOE Policy 8830).

EXTRACURRICULAR PROGRAM

Participation in extracurricular programs is an important aspect of a student's total education. We are proud of the many activities offered to our students and encourage their participation. The following are representative of the extracurricular activities and clubs offered to members of the student body.

STUDENT ACTIVITIES

- Art Club (grades 6,7,8)
- Newspaper/Honeycomb (grades 6,7,8)
- Jazz Band (grades 7,8)
- HUDDLE JR.. (grade 8)
- Builders Club (grades 6,7,8)
- Stage Crew (grades 6,7,8)
- Yearbook (grades 6,7,8)

INTERSCHOLASTIC EXTRACURRICULAR TEAMS/ATHLETICS:

- Power of the Pen (grades 7,8)
- Speech and Debate (grades 6, 7 & 8)
- Model United Nations (grades 7,8)
- Math Counts (grades 7,8)
- Robotics (grades 7,8)
- Cross Country (grades 7,8)
- Football (grades 7,8)
- Volleyball (grades 7,8)
- Cheerleading (grades 7,8)
- Boys Basketball (grades 7,8)
- Girls Basketball (grades 7,8)
- Wrestling (grades 7,8)
- Track & Field (grades 7,8)

In accordance with OHSAA, students are required:

1. Pass FOUR equivalent 1-credit courses
2. Must be in preceding grading quarter

in order to be eligible to participate in any interscholastic extracurricular activity (grades 7-8) at BBHMS.

In order to participate in an extracurricular event on a school day, the student will need to be in attendance by 11:12 am.

ATHLETIC SPECTATOR CODE OF CONDUCT

1. I will cheer for my team, not against my opponents.
2. As a spectator I am here as a guest of the school and will conduct myself with respectful enthusiasm.
3. I will respect the decisions of game officials even when I do not agree with them.
4. I will not criticize or demean coaches or players.
5. I will respect the welfare of the players, other spectators and the facility. I will realize that any action which threatens this welfare (throwing objects, physical or verbal attacks and game disruptions) will be cause for ejection from the premises. I also realize that I may be denied the privilege of attending future games.

STUDENT PUBLICATIONS

Publications such as the yearbook are part of the overall school program and subject to editorial control by the school's authorities.

STUDENT PRIVACY AND PARENTAL ACCESS TO INFORMATION

The Board of Education respects the privacy rights of parents and their children. No student shall be required, as a part of the school program or the District's curriculum, without prior written consent of the student (if an adult or an emancipated minor) or, if an unemancipated minor, his/her parents, to submit to or participate in any survey that reveals information concerning:

A. political affiliations or beliefs of the student or his/her family;
B. mental or psychological problems of the student or his/her family;
C. sex behavior or attitudes;
D. illegal, anti-social, self-incriminating or demeaning behavior;
E. critical appraisals of other individuals with whom respondents have close family relationships;
F. legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
G. religious practices, affiliations, or beliefs of the student or his/her parents; or
H. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program).

Additionally, parents have the right to inspect, upon request, any instructional material used as part of the educational curriculum of the student. The parent will have access to the instructional material within a reasonable period of time after the request is received by the building principal. The term instructional material means instructional content that is provided to a student, regardless of its format, including printed and representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or assessments.

The Board will not allow the collection, disclosure, or use of personal information collected from student for the purpose of marketing for commercial purposes or for selling that information (or otherwise providing that information to others for the purpose).

The Superintendent is directed to provide notice directly to parents of students enrolled in the District of the substantive content of this policy at least annually at the beginning of the school year, and within a reasonable period of time after any substantive change in this policy. In addition, the Superintendent is directed to notify parents of student in the District, at least annually at the beginning of the school year, of the specific or approximate dates during the school year when the administration of any survey by a third party that contains one or more of the items described in A through H above are scheduled or expected to be scheduled. (BOE Policy 2416)

LOCKERS

Each student is assigned a hallway locker. Students are to use only the locker that has been assigned to them and only the built-in combination lock –DO NOT SHARE! Lockers should be kept clean at all times. Leave non-essential valuables at home. Report damaged lockers to the main office. Lockers are school property and are under the jurisdiction of school personnel. They are NOT the personal or private property of any individual and carry no expectation of privacy for the students who occupy them.

1. The school is not responsible for any missing property.
2. The administration reserves the right to inspect any locker.

SEARCH AND SEIZURE

The Board or its designee reserves the right to search the locker, desk, person and personal property of a student on school grounds, in school vehicles or at any school activity when it is reasonably necessary for the maintenance of order, discipline and safety in the supervision and education of students. At the beginning of the school year, students will be informed that their lockers, desk, persons, and personal belongings, including, but not limited to, purse, athletic bags, and articles of clothing in the locker, are subject to search at any time and without warning. Searches will be based upon reasonable suspicion. In determining whether there is reasonable suspicion, the following factors will be taken into consideration but not limited to: the age, history and school record of the students, the prevalence and seriousness of the problems, the need to avoid delay; and the reliability of the information on which suspicion is based.

FINES FOR MISUSE OF SCHOOL PROPERTY

In accordance with Section 3313.642, Revised Code of the State of Ohio, the following policy is in effect:

A. Students and their parents are liable for payment of loss, damage, or destruction of school apparatus,

equipment, musical instruments, library materials, textbooks and school buildings.

B. A fine will be assessed against any pupil to cover the cost of replacement or repair for such loss or damage.
C. Any student who is responsible for the loss or destruction of a textbook will be requested to reimburse the school at the current replacement cost of that textbook. If the textbook has been in use in our district for over five years, the student will be asked to reimburse the district at 50% of the replacement cost.
D. Grades and credits may be withheld by the principal until the fine is paid.

E. E. Any student who is responsible for the loss or destruction of a computer will reimburse the school at the purchase price of the computer, subject to an annual depreciation.

SIGNS, POSTERS & FLIERS

Any student or group wishing to display signs, posters or hand out fliers in the building MUST obtain permission from the Main Office.

VISITORS

All visitors to the middle school must sign-in and obtain a Visitor's Pass from the main office. Alumni and students from other district buildings may visit after the school day ends.

PROHIBITED ITEMS

To provide a safe environment free from disruptions to the educational process, students are encouraged to not bring the following items to school: cell phones, recording devices, cameras, and other non-educational items such as laser pointers, toys and other unnecessary items. These items will be confiscated if being used and appropriate consequences given. If confiscated twice, a parent/guardian will be asked to pick the item(s) up from school. **BBHMS cannot be held responsible for lost, damaged or stolen items.**

Cell Phone Use

Students are encouraged to not bring a cell phone to school. If students do bring a cell phone to school the expectation is that the phone is kept in the student's locker, turned off. If a student is using their cell phone, without adult permission they will have their device confiscated and held in the guidance office until the end of the day. The office will determine the consequence.

1st offense - Warning
2nd offense - Office detention
3rd offense - Office detention
4th offense - Saturday detention and parent picks up phone
5th offense - Referral to Administration

TEXTBOOKS

The Board of Education supplies all textbooks. When books are issued by the teacher at the beginning of the year, their general condition is recorded. When books are collected at the end of the year, a charge may be made if they are damaged, if they show excessive wear, or if they are lost. Students are responsible for the care and condition of their textbooks. They must report any lost or stolen book to their teacher immediately. This includes novels and books as part of classroom libraries.

MEDIA CENTER

The MS Media Center is open to students during school hours for checking out books, independent study and to work on class projects. The media center's objectives are to provide a positive environment for learning, and to offer help in research and life-long skills by offering information resources and services to our students and staff. Students are encouraged to use the media center during study halls. Books may be checked out for 3 weeks and renewed if needed. Fines will be assessed for overdue items and must be paid by the end of the quarter. Report cards at the end of year will be held until fines are paid in full.

COMPUTERS

The Board of Education supplies computers for student use to enhance and support learning. Computers may be assigned to students for their use throughout the year. Students are responsible for the care and condition of their computers. They must report any lost or stolen computers immediately. Technical support is provided in the media center before school and during lunch.

Repairs to student computers will be assessed:
$30 charge for 1st-3rd Incidents
$10 charge increase for every 3rd incident
(Example 6th incident = $40; 9th incident = $50)

NETWORK ACCEPTABLE USE AND SAFETY POLICY

The Board of Education provides educational technology so students can acquire the skills and knowledge to learn effectively and live productively in a digital world. The Board of Education provides students with access to the Internet for limited educational purposes and utilizes online services to enhance the instruction delivered to its students. Board policies posted on the district website outline the use of the District's technology resources as well as students' personal communication devices when connected to the District's network or using services provided by the District. All students and parents are responsible for reading and understanding these policies. Violations of the provisions of the Acceptable Use Policy as adopted by the Board may include school consequences and / or revocation of Internet and / or technology privileges. Violations of the Acceptable Use policy include (please note this list is not all-inclusive):

- attempts to circumvent or disable firewalls and other protection measures, including but not limited to the use of Tor software.
- hacking or other involvement in illegal online activities
- using, or attempting to access, another person's account
- cyberbullying, harassment or intimidation of any kind
- vandalism or use of the educational technologies in such a way that would disrupt its use by others. This includes but is not limited to uploading or creation of computer viruses, installing unapproved software,

changing equipment configurations, deliberately destroying or stealing hardware and its components, or seeking to circumvent or bypass Network security and/or the district's technology protection measures.
- any other behavior or technology use which is in violation of the Student Conduct Code.

Internet privileges may be denied, suspended, or revoked as a consequence of violation of the provisions of this Acceptable Use Policy.

NETWORK CODE OF CONDUCT

Network users must be aware that there are materials on the Internet that may be defamatory, abusive, obscene, profane, sexually oriented, threatening, racially or sexually offensive, or illegal. These materials include graphics, sounds, digital film clips, text, and other forms of media. Users of the Brecksville-Broadview Heights City Schools network agree not to use school district resources to download, copy, upload, transmit, forward, or display any such materials.

Network access is provided to support the curriculum and operations of our district. Any other use, including use of the network for personal, political, or commercial purposes is prohibited. Network users are expected to respect all applicable laws. Particularly, users agree to abide by copyright laws. Material retrieved from the Internet may not be plagiarized for any purpose. Material that is to be republished in any format may only be used with the permission of the copyright holder. Commercial software may not be downloaded, copied, installed, transmitted, uploaded, or forwarded.

Network users agree to follow security guidelines. A user will not use another person's account, pretend to be someone else, or attempt to conceal his or her identity on the network. Users will not give others access or permission to use their accounts. Users will not repost personnel communications without the author's consent. Students will not give out personal information such as address or phone number, send other users pictures of themselves, or agree to meet with people encountered online. Exceptions to avoiding such sharing of personal information may occur only within the context of projects directed by and under the supervision of a teacher.

Electronic mail and other communications are not a private matter. School administrators have the authority to inspect email that is transmitted through the district's network. The district reserves the right to monitor all electronic communications. E-mail use that contradicts provisions of the Acceptable Use Policy will be handled appropriately. Specifically, illegal activities will be reported to law enforcement personnel, and unacceptable communications can result in network privileges being denied, suspended, or revoked as well as other discipline.

STUDY HALLS

Study halls are opportunities for students to complete assignments and study content materials during the school day, so that this time does not need to be spent after school hours. These environments must allow for learning and productivity. Based on this, the following standards exist in all study halls throughout the day:

- Students are to be in their assigned seats when the bell rings.
- Students must ask for permission to leave their seats or the room.
- Students must bring materials to be ready to work.
- Students will complete homework, study lessons, or read a book.
- Students are not permitted to eat or sleep.
- Students are expected to keep a quiet study hall conducive to learning and productivity
- Students will use their student planner hall passes in order to leave the study hall; a limited amount of students will be allowed to leave at a time

If a student is unable to meet these expectations they will be given a warning from the study hall monitor to correct the behavior. If the behavior continues, a detention may be issued to the student.

CHEATING POLICY/HONORS VIOLATION

Any student who is caught cheating will receive consequences as determined by the teacher and/or administration.

WASHINGTON DC TRIP PRIVILEGE

The Washington D.C. trip is a privilege for 8th grade students who demonstrate good citizenship and behavior in school. A student will lose the privilege of attending the Washington D.C. trip as a result of incurring two or more days of Out of School Suspension, two or more days of In School Assignment, or two or more Saturday School detentions; or any combination of OSS, ISA and/or Saturday detention. All school rules are in effect during the duration of the trip. All school fees for current and past school years must be paid in order to attend the trip.

BBHCSD STUDENT DRESS CODE/STUDENT ATTIRE:

Student dress and grooming should be such that it does not detract from the educational process or have a detrimental effect on the governance and discipline of the school; therefore, students are expected to meet reasonable standards in their dress and grooming. **The following items are considered inappropriate during school hours:**

- sun glasses
- bare midriff clothing
- sagging pants below the hip bone
- clothing that displays reference to tobacco products, alcoholic beverages, drugs or other illegal items
- clothing that depicts profanity, violence or is associated with gang activity
- clothing that contains sexual innuendo
- all outerwear must cover underwear
- any tattoo determined to be profane, lewd or obscene shall be covered
- transparent clothing
- no hats or other head coverings except for religious reasons (MS only)
- no pajamas, pajama pants, "onesies" exception for spirit days

Outdoor apparel (coats, vests and jackets) should be placed in the student's locker for the duration of the day. Students who consider the building to be cold should wear sweaters or sweatshirts.

Any student who dresses inappropriately will be referred to the administration. Final decisions concerning standards of grooming will rest with the administration.

Students who violate the dress code will be referred to the Assistant Principals' Offices. Attempts will be made to secure appropriate clothing from home. Violators of the dress code will be disciplined according to the ladder below:

1st violation	warning
2nd violation	second warning parent phone call
3rd violation	one office detention
4th violation	two office detentions
5th violation	½ day Saturday detention
6th violation	Full Saturday detention
Further Violations:	Consequences assigned by administration

HALLWAYS/RESTROOMS

Students are expected to walk at all times while in the hallways. Students should keep hands, feet, body and all objects to themselves and be mindful of their space and others while traveling through the halls. At no time will running, jumping, playing or "horseplay" be acceptable. Students are expected to keep an appropriate conversation volume at all times and no shouting or disruptive behavior will be permitted.

Students are expected to use our restrooms appropriately and for their intended purposes. Restrooms are not a place to gather with friends and loiter. Report damage or a problem to the restroom facilities to the nearest adult or main office when you observe it.

Hall Passes

In an effort to reduce hallway traffic, distractions and maximize instructional time students are allowed two hall passes per school day. Students must have the teacher/staff member from their class sign the student planner hall pass in order to leave their location. Hall passes, in most cases, will not be given during the first and last five (5) minutes of each class period. Students who are in the hall without a signed planner or pass may be given consequences.

MAIN OFFICE/PHONES

Items dropped off for a student should be taken to the main office with the child's name and grade listed. Classrooms will not be interrupted to inform a student they have an item in the office. It is the responsibility of the student to check in the main office. Items not claimed in the main office will be announced during the lunch periods. Students are to use the main office phone only in cases of emergency.

BEE BUCKS and BEE BUCK STORE (PBIS)

Students will earn Bee Bucks for demonstrating any of the positive behaviors we have surrounding our theme of "Bee Respectful. Bee Responsible. Bee Ready." These Bee Bucks can be used to buy many items at our Bee Buck store including various school coupons, snacks, stickers, candy and many more items. This is to reinforce and promote the positive behaviors our students demonstrate here at BBHMS daily. This is part of the middle school's Positive Behavior Interventions and Supports.

DISCIPLINARY ACTIONS

There will be occasions when student actions and/or behavior warrant assigned detention time or other disciplinary consequences from school staff. There are rules and expectations at the middle school, and when these are not met, consequences may be issued. We know students will make mistakes, this is expected of middle school aged children. School issued consequences are meant to deter negative behavior and to help students learn to not make the same poor choice twice. Many of these consequences are for behaviors that could be considered "minor misconduct" this could include but certainly not limited to, horseplay in the halls, leaving a mess at your table in the cafeteria, not staying seated and/or quiet in study hall, running in the hall, shouting in a classroom, teasing or name calling. Larger consequences are issued if the negative behavior continues, this is called progressive discipline.

TEACHER DETENTIONS

This is one method that teachers use to change inappropriate behavior, assignments not completed, or any other type of classroom infraction. The student will have his/her parent(s) sign the notice and return it to the teacher the next day. The student will then stay with that teacher for the amount of time specified on the detention slip. If this form of discipline does not change the behavior, then a referral to the assistant principal's office will be made.

OFFICE DETENTIONS (After School Detentions)

Detention is a supervised period assigned to students due to inappropriate behavior or disregard for regulations. The detention period is held at the end of each school day, except on Fridays. No talking, sleeping or eating is permitted during this period. Transportation home after detention is the responsibility of the student and his/her parents. Students who skip detention or do not follow expectations will be assigned an additional day in detention. If the student chooses to skip the same detention for the second time, it will become a Saturday detention. The detention slip must be returned and signed by a parent or guardian.

SATURDAY DETENTION

Saturday detentions assigned by the Building Administrator, are held on Saturdays and run from 8:00 A.M. to 10:00 A.M. or 8:00 A.M. to 12:00 P.M. Students are expected to bring school work or appropriate reading material to these detentions. Saturday detentions are issued for more serious offenses and/or repeated offenses.

CONSEQUENCES FOR REPEATED DETENTIONS:

- The fifth (5th) office detention will result in a 1/2 Saturday detention. 8:00 A.M. to 10:00 A.M.
- The tenth (10th) office detention will result in one full Saturday detention 8:00 A.M. to 12:00 P.M.
- The fifteenth (15th) office detention will result in one (1) day in-school assignment
- For every 5th detention after that, the student will be sent to administration.

STUDENT CONDUCT CODE

This Code shall serve as a guide to all Brecksville-Broadview Heights City School District students. Violation by a student of any one or more of the rules of the Code of Conduct may result in disciplinary action which may include one or more of the following: warning, verbal reprimand, parental contact, working lunch, detention, Saturday school detention, community service, in-school suspension, referral to legal authorities, emergency removal, suspension, and/or expulsion.

The items in this Code apply to all students when under the authority of school personnel; on school-owned vehicles, during a school activity; whether on property-owned, rented, or maintained by another party. The Cuyahoga Valley Career Center is an extension of our school program; therefore, students who elect to attend the career center are subject to disciplinary action based upon the Student Code of Conduct of either Brecksville-Broadview Heights City School District and/or the Cuyahoga Valley Career Center. Consequently, conduct and/or involvement in any activity that may or does result in disciplinary action by one school may be grounds for disciplinary action by the other school. The items in this Code also apply to misconduct, regardless of where it occurs, that is directed against a District employee or official, or the property of such employee or official, or otherwise causes a substantial disruption with school activities or the overall educational mission of the District.

In the event that a student commits an offense that warrants expulsion, the Superintendent may initiate expulsion proceedings against the student even if the student withdraws from school before the Superintendent has held the hearings or made the decision to expel the student.

SUSPENSION

Pursuant to Section 3313.66 of the Ohio Revised Code and BOE policy 5610 the Superintendent, Principal, Assistant Principal may suspend a pupil from school for no more than ten (10) school days. A student suspension shall not extend beyond the current school year, if at the time the suspension is imposed, fewer than ten (10) days remain in the school year. The Superintendent may instead require a student to participate in a community service program or other alternative consequences for a number of hours equal to the remaining part of the period of the suspension. If the Superintendent elects to do so, the student shall be required to begin a community service program or alternative consequence during the first full week day of summer break.

During an out-of-school suspension, a student is not permitted on school property and may not attend any school sponsored activities. Students serving a suspension shall be permitted to complete any classroom assignments missed because of the suspension for at least partial credit. If school is closed during this time, the suspension will occur on the next day school is in session.

Suspension may be imposed for violations of the rules and regulations appearing in the Code of Conduct and Board of Education policies on student behavior. However, conduct that is prohibited both as suspension and expulsion violation may subject the student to the greater penalty of expulsion depending on the nature and severity of the student's conduct. In all cases, the decision of which penalty to assess is left to the sole discretion of the appropriate District administrator.

Misconduct for which Suspension may be Imposed

Tobacco/Vaping: The use or possession of tobacco/vaping products or paraphernalia in a school building, on or near a school campus, or at any sanctioned school activity on or off of the campus is prohibited.

Gambling: Students shall not participate in games of chance for money or other stakes, bookmaking, wagering, or any other form of gambling.

Honor Violations: Students shall not be involved in activities including, but not limited to: cheating, plagiarism, improper collusion, misuse of privileges, forgery, or falsification of information.

Trespassing: Students shall not enter upon school grounds or premises of a school building to which the student is not assigned, except with the express permission of the school principal of that building. Students may attend or participate in Brecksville-Broadview Heights City School District sponsored events. Students are not permitted to enter upon the grounds or premises of any Board of Education facility when the student has been placed on suspension, expulsion or removal without the express permission of the building principal. Students are not permitted in the school building at such times as the building is closed.

Misuse of Facilities and Equipment: Students shall not use school facilities, network and/or equipment for uses other than those which were intended. Students shall not damage, destroy or deface school property, or private property on school premises.

Disruption of School: Students shall not use violence, force, noise, coercion, threat, harassment, intimidation, fear, passive resistance, any other conduct, cause, attempt, or threaten to cause the disruption or obstruction of any mission, process, activity, or function of the school.

Use of Flame Producing Devices. The unauthorized use or possession of matches, lighters, or any other flame producing device on school property is prohibited.

Use of Profane, Indecent, or Obscene Language: Use of language of this type, whether written or verbal, directed toward or used in the presence of school personnel or students is prohibited. This shall include the use of obscene gestures, pictures and signs.

Failure to Complete Minor Disciplinary Sanction: A student who fails to complete an assigned minor disciplinary sanction such as Saturday school, in-school suspension, detention or working lunch will be subject to suspension.

Insubordination or Disrespect: Students who refuse to comply with the directions of school personnel or who talk back to, argue with, or make disrespectful comments toward any staff member or about a staff member will be subject to suspension.

Truancy: A student who misses school, including a study hall, class, lunch or any other assigned activity for part or all of a day without school authorization or who leaves the school building without administrative permission is subject to suspension.

Transmission of Prescription or Non-Prescription Medication: No student shall transmit or attempt to transmit any form of prescription or non-prescription medication to another student.

Fireworks, Smoke Bombs, or Other Similar Devices: No student shall possess, use or threaten to use fireworks, smoke bombs, or any other similar devices while on school property or while participating in any school sponsored activity.

Theft or Unauthorized Possession: Theft or unauthorized possession of school property or equipment, personal property of any District employee or of another student or visitor is grounds for suspension.

Fighting: Fighting among two or more students is grounds for suspension.

Harassment: Students shall not engage in any obscene, abusive, profane or degrading gestures or expressions; racial, ethnic or religious prejudicial or disrespectful actions; harassment of any kind (including sexual) to any individual or group; or intimidation and/or threats to an individual or group. This includes publication or distribution of materials meeting this description.

Assault: No student shall cause, attempt or threaten to cause physical injury to any person on school property or any school event.

Extortion: Students shall not solicit money or objects of value from other students for any reason.

Complicity: Students shall not be present or in such a position as to allow or assist another student to be in violation of any school rule. This specifically includes, but is not limited to students who serve as "lookouts."

Appearance Code: Students shall not violate school rules pertaining to appearance and dress. Students shall attend dressed in a manner which is clean, not hazardous to their safety or the safety of others and which does not detract from the educational process.

Hazing: No student shall harass, persecute or participate in any act or acts or attempt to threaten, injure, disgrace, or tend to injure, degrade or disgrace any other student.

Gang Activity: Students shall not engage in any gang activity. Any indication of gang activity by the type of dress, apparel, activities, acts, behavior or manner of grooming, displayed, reflected, or participated in by a student is prohibited.

Gross Misconduct/Repeated or Flagrant Violations: Gross misconduct or repeated or flagrant violations of any school rule may result in suspension.

Repeated Tardiness to class or school

Other Grounds for Suspension: Commission of any of the acts which are grounds for expulsion could also result in suspension and/or any acts that constitute a violation of Local, State, or Federal Law.

EXPULSION

Pursuant to Section 3313.66 of the Ohio Revised Code, the Superintendent may expel a pupil from school attendance for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in the semester or term in which the instant it gives rise to the expulsion takes place. If at the time an expulsion is imposed there are fewer than eighty (80) school days remaining in the school year in which the incident that gives rise to the expulsion takes place, the superintendent or his/her designee may apply any remaining part or all of the period of the expulsion to the following year.

Specific offenses involving firearms and knives capable of causing serious bodily injury shall result in the student's expulsion for one (1) year. The term of that expulsion may be reduced to less than one (1) year by the Superintendent for the reasons listed in Board policy. Specific offenses involving violent conduct may result in the student's expulsion for a period of up to one (1) year at the discretion of the Superintendent. Bomb threats may result in the student's expulsion for a period of up to one (1) year at the discretion of the Superintendent.

Misconduct for which Expulsion may be Imposed

Assault: To cause or attempt to threaten or cause physical injury to any person is grounds for expulsion.

Making False Fire Alarms and Bomb Threats: Students shall not, through written, electronic or verbal means disrupt or threaten to disrupt the educational process and/or endanger or threaten to endanger the safety of school occupants by means of false alarms and/or bomb threats.

Involvement with Alcoholic Beverages: A student shall not possess, transmit, buy, sell, conceal, use or be under the influence of any alcoholic beverage at any time the student is subject to the authority of the school. Use of an alcoholic beverage shall be

determined by the professional staff and may include, but not be limited to, detection on the breath of the student, regardless of where the alcoholic beverage may have been consumed. A student shall not consume any alcoholic beverage before arrival at school or a school sponsored or related event or activity.

Involvement with Drugs and Drug Paraphernalia: A student shall not possess, use, transmit, buy, sell or conceal any of the drugs defined as a "drug of abuse" in Ohio Revised Code Section 3719.011 or possess, use, transmit, buy, sell, or conceal any of the drugs defined as "counterfeit controlled substance" in Ohio Revised Code Section 2925.01 or be under the influence of any such drugs. Nor shall any student possess, use, transmit, buy, sell or conceal any drug related paraphernalia at any time the student is subject to the authority of the school. Examples of drugs of abuse include, but are not limited to, narcotic drugs, "look alike" drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, cocaine, or derivatives, glue, or other substances that could modify behavior. A student shall not use any drug of abuse before arrival at school or at a school sponsored or related event or activity. Use of drugs authorized by a medical prescription from a licensed physician shall not be considered a violation of this rule. However, no student may self-administer drugs authorized by a medical prescription from a licensed physician, except for asthma inhalers. Students in grades six through 12, self-administering of non-prescription "over-the counter" medication (aspirin, ibuprofen, cough drops, etc.) shall not be considered a violation of this policy. Students in grades kindergarten through five may not self-administer any medication, whether prescription, non-prescription, or "over the counter." A student who demonstrates behavior seemingly related to drug usage or who exhibits symptoms or physical conditions that may be related to drug usage shall be referred by a staff member for observation and questioning by a school administrator. If the suspicion of drug usage still exists, the parents shall be informed immediately and shall be requested to come to school as soon as possible. Based on his/her professional judgment, the administrator may send the student home in the custody of his/her parents.

Counterfeit, controlled substances or "look alikes" shall be defined as:

a. any drug that bears, or whose container or label bears, a trademark, trade name, or other identifying mark used without authorization of the owner or writes such trademark, trade name, or identifying mark;

b. any unmarked or unlabeled substance that is represented to be a controlled substance manufactured, processed or packed or distributed by a person other than the person that manufactured, processed or packed or distributed it;

c. any substance that is represented to be a controlled substance but is not a controlled substance or is a different controlled substance;

d. any substance other than a controlled substance that a reasonable person would believe to be a controlled substance because of its similarity in shape, size and color for its markings, labeling, packaging, distribution for the price for which it is sold or offered for sale.

Disruption of School: A student shall not, by use of violence, force, noise, coercion, threat, harassment, intimidation, fear, passive resistance, or any other conduct, cause, attempt or threaten to cause or urge other students to cause, attempt or threaten to cause disruption or obstruction of any lawful mission, process or function of the school.

Arson/Attempted Arson/Possession of Incendiary Device: Setting fires or the use or possession of any incendiary device is prohibited.

Involvement with Weapons or Dangerous Instruments: A student shall not use, possess, handle, transmit, sell or conceal any object that can be classified as a weapon or dangerous instrument. Weapons or dangerous instruments include, but are not limited to guns, knives, metal knuckles, straight razors, explosives, noxious irritants, poisons and other dangerous substances along with any item that is a "look alike" of the above, i.e., toy guns, knives, etc. or any object which is used or may be used to inflict physical harm. Weapons violations may result in expulsion for up to one (1) year.

Harassment: Students shall not engage in any obscene, abusive, profane or degrading gestures or expressions; racial, ethnic or religious prejudicial or disrespectful actions; harassment of any kind (including sexual) to any individual or group; or intimidation and/or threats to an individual or group. This includes publication or distribution of materials meeting this description.

Violation of the Tobacco Policy: A student who violates the tobacco policy for the third time is subject to expulsion.

Repeated or Continued Violation of Minor School Conduct Rules or Rules for which Suspension may be Imposed: If, after out-of-school suspension, a student continues to violate minor school conduct rules, expulsion may result at the next step. Additionally, a student who has been suspended may be expelled for new suspendable conduct after having served an out-of-school suspension.

Violation of Local, State or Federal Laws: Any act that would be a criminal offense when committed by an adult property (as defined by Section 2901.01 of the Ohio Revised Code) is prohibited and may subject the offender to expulsion for up to one (1) year. Violation of criminal laws will also result in referral from criminal prosecution to juvenile court.

PROCEDURE FOR SUSPENSION, EXPULSION AND EMERGENCY REMOVAL

Suspension Procedure: The Superintendent, Principal and Assistant Principal are the only District employees who have the authority to suspend a student. The suspension procedure is as follows:

1. The Superintendent, Principal or Assistant Principal must give the pupil a written notice of the intention to suspend and the reasons for the intended suspension. When the intended suspension is for the following reasons and the student suspended is **16 years of age or over**, the notice will also indicate the student may also be subject to permanent exclusion from school if the code of conduct violation is one of the following:
    a. Illegal conveyance or possession of a deadly weapon or dangerous ordnance, carrying a concealed weapon, aggravated trafficking, trafficking in drugs, trafficking involving the possession of a bulk amount of a controlled substance or the sale of a controlled substance; and/or
    b. Acts in violation of Ohio Revised Code Sections 2903.01, 2903.02, 2903.04, 2903.11, 2903.12, 2907.02, 2907.05, or the former Ohio Revised Code Section 2907.12.

2. The student will be given an opportunity to appear at an informal hearing before the Principal, Assistant Principal, or the Superintendent or his/her designee, and challenge the reason(s) for the intended suspension or to otherwise explain his/her actions.
3. The Principal, Superintendent, or Assistant Principal shall within one (1) school day after the time of a pupil's suspension, mail written notification to the parent, guardian, or custodian of the pupil and the Treasurer of the Board of Education of such suspension.
4. The written notice of the suspension must include: the reasons for the suspension; the inclusive dates of the suspension; a statement that the pupil, parent, guardian, or custodian has the right to appeal in writing to the Board of Education or its designee.
5. The pupil, parent or guardian shall have five (5) school days to appeal the suspension. The appeal must be made in writing and submitted to the Board of Education or its designee.
6. The appeal hearing of a suspension before the Board of Education or its designee shall be held within five (5) school days after the appeal is made.
7. At the appeal hearing before the Board of Education, the pupil, parent, guardian or custodian has the right for parental or legal representation; the right to request that the hearing be held in executive or public session; and the right to be heard against the suspension. The Board of Education may have legal counsel and the Board or its legal counsel shall make a verbatim record of the hearing. Verbatim can mean the use of a stenographer, a tape recorder, or other mechanical device.
8. At the request of the pupil, parent, guardian, custodian or legal representative, the Board of Education may hold the hearing in either public or executive session but shall act upon such suspension only at a public meeting. The Board of Education or its designee may, by majority vote of its full membership, affirm the order of suspension, or any reverse, vacate or modify the order of suspension.
9. In the event that the hearing is conducted by the Board of Education's designee, the Board will automatically adopt the findings of the designee.
10. The decision of the Board of Education may be appealed to the Court of Common Pleas under provisions of Ohio Revised Code 2506.01.

EXPULSION PROCEDURE

The Superintendent shall give the pupil and his parent, guardian, or custodian, written notice of the intention to expel the pupil and the reasons for the intended expulsion. The Superintendent shall institute expulsion proceedings with respect to any student who has committed an act warranting expulsion even if the student has withdrawn from school after the incident, but before the expulsion is imposed, and, if warranted after a hearing, shall impose the expulsion as if the student had not withdrawn.

1. The notice to the pupil and his parent, guardian, custodian, or representative, shall include notice of the opportunity to appear in person before the Superintendent or his/her designee at an informal hearing to challenge the reasons for the intended expulsion, or to otherwise explain the pupil's actions.
2. The notice must also state the time and place to appear to challenge the possible expulsion. The informal hearing must not be scheduled less than three (3) school days or later than five (5) school days after the notice is given, unless the Superintendent grants an extension of time at the request of the pupil, or his parent, guardian, custodian, or representative. If an extension is granted after giving the original notice, the Superintendent or designee shall notify the pupil, and his parent, guardian, custodian, or representative, of the new time and place to appear.
3. When a student is expelled for the following reasons and is 16 years of age or older, the notice will also indicate the student may also be subject to permanent exclusion from school if the code of conduct violation is one of the following
   a. Illegal conveyance or possession of a deadly weapon or dangerous ordnance, carrying a concealed weapon, aggravated trafficking, trafficking in drugs, trafficking involving the possession of a bulk amount of a controlled substance or the sale of a controlled substance; and/or
   b. Aggravated murder, murder, voluntary or involuntary manslaughter, felonious or aggravated gross sexual imposition or felonious sexual penetration, if the victim is a district employee.
4. Within one (1) school day after the hearing, should an expulsion be invoked, the Superintendent shall mail written notification to the parent, guardian or custodian of the pupil and the Treasurer of the Board of Education of the expulsion with the issuance of a summary of the expulsion hearing. The notification must include the reasons for the expulsion; the rights of the pupil, parent, guardian, or custodian to appeal to the Board of Education or its designee; the right to request that the Board hearing be held in public or executive session; and the right of the pupil, parent, guardian or custodian to be represented at the appeal hearing. The request to appeal must be made within five (5) school days of the issuance of the summary of the expulsion hearing, and shall be in writing and submitted to the Board of Education.
5. At the appeal hearing, the pupil, parent, guardian or custodian shall have the right to representation; the right to request that such hearing be in executive session, and the right to be heard against the expulsion.
6. The Board of Education shall act on the expulsion only at a public meeting. The Board may have legal counsel at the hearing. The Board, by majority vote of its full membership, or its designee may affirm the order of expulsion or may reinstate such pupil or otherwise reverse, vacate or modify the order of expulsion.
7. The Board of Education or its designee shall make a verbatim record of hearings held under this provision. The decision of the Board of Education or its designee is further appealable to the Court of Common Pleas under provision of Chapter 2506 of the Ohio Revised Code.
8. In the event that the hearing is conducted by the Board of Education's designee, the Board will automatically adopt the findings of the designee.
9. Any Superintendent expelling a pupil under this section for more than twenty days or for any period of time if the expulsion will extend into the following semester or school year shall, in the notice required under this provision, provide the pupil and his/her parent, guardian or custodian with the information about services or programs offered by public and private agencies that work toward improving those aspects of the pupil's attitudes and behavior that contributed to the incident that gave rise to the pupil's expulsion. Such information

shall include the names, addresses, and phone numbers of the appropriate public and private agencies.

10. High school credit and credit under joint enrollment post-secondary programs may be denied for the period of any expulsion. Notice of the expulsion will be sent to any college in which the expelled student is enrolled.
11. Notice of any expulsion for violations of the dangerous weapons policy shall be sent to the Registrar of Motor Vehicles and the Cuyahoga County Juvenile Judge.

EMERGENCY REMOVAL OF STUDENTS If a student's presence poses a continuing danger to persons or property, or an ongoing threat of disrupting the academic process, the Superintendent, Principal, or Assistant Principal may remove the student from curricular activities or from the premises. A teacher may remove the student from curricular activities under his supervision, but not from the premises. If a teacher makes an emergency removal, the reasons will be submitted to the principal in writing as soon after the removal as practicable. In all cases of normal disciplinary procedures where a student is removed from a curricular or extracurricular activity for less than 24 hours and is not subject to further suspension or expulsion, the due process requirements do not apply.

If the emergency removal exceeds 24 hours, then a due process hearing will be held as soon as possible, but in all cases within 3 school days after the removal is ordered. Written notice of the hearing and the reason for removal and any intended disciplinary action will be given to the student as soon as practicable prior to the hearing. The student will have the opportunity to appear at an informal hearing before the principal, assistant principal, superintendent, or designee, and has the right to challenge the reasons for the intended suspension or otherwise explain his actions. The person who ordered or requested the removal will be present at the hearing, and within 24 hours of the decision to suspend, written notification will be given to the pupil, parent, guardian or custodian of the student, and treasurer of the Board. This notice will include the reasons for the suspension and the right of the student or parent to appeal to the Board's designee. If the superintendent or principal reinstates a student prior to the hearing for emergency removal, the teacher may request and will be given written reasons for the reinstatement. The teacher cannot refuse to reinstate the student. In an emergency removal, a student can be kept from class until the matter of his misconduct is disposed of either by reinstatement, suspension, or expulsion. Any appeal to the Board's designee shall follow the procedures of the suspension policy. Procedural safeguards must be followed for all removals of handicapped students in accordance with the student's individual education program.

Harassment, Bullying, Intimidation General Statement

The Board of Education prohibits acts of harassment, intimidation, or bullying. The School District is committed to providing a safe, positive, and productive educational environment for all of its students. All members of the school community should be treated with dignity and respect. Bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe environment. Harassment, intimidation, or bullying of students or personnel by students, school personnel, or school volunteers is prohibited, whether in the classroom, on school property, on school buses or vehicles, at school-sponsored events, or in cyber-space. Demonstration of appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of students, administrators, faculty, staff, and volunteers.

Definition of Harassment/Intimidation/Bullying

"Harassment, intimidation, dating violence, or bullying" means any intentional written, verbal, graphic, gesture, physical, or psychological act that a student or a group of students exhibits more than once toward another particular student(s). It is conduct that meets all of the following criteria:

A. a deliberate act which causes mental or physical harm to the other student(s);
B. is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s);
C. takes place on school property, in a school bus or vehicle, and those occurring off school property if the student, employee, or volunteer is at any school-sponsored, school approved or school related activity or function, such as field trips or athletic events where the students are under the school's control, in a school vehicle, or is engaged in school business.

Harassment, intimidation, or bullying includes, but is not limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name-calling, taunting, making threats, dating violence, and hazing or behaviors that have the effect of insulting or demeaning any student or group of students in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.

The actions can be an electronically transmitted act (i.e., internet, e-mail, cellular telephone, personal digital assistance (PDA), social media or wireless hand-held devices) that a student(s) or a group of students exhibits toward another particular student(s) and the behavior both causes mental and/or 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 student(s).

Sexual Harassment General Statement

Sexual harassment is inappropriate, offensive and detrimental to the creation of a healthy educational environment. All students have a right to be educated in an environment free from sexual harassment and all Board employees have a right to work in an environment free from sexual harassment. In addition, all persons coming in contact with the District have a right to experience an environment free from sexual harassment.

The Brecksville-Broadview Heights School District Board of Education prohibits sexual harassment of or by any student or Board employee. This prohibition encompasses sexual harassment which may occur between employees, between students, between a student and an employee, or between an employee and a member of the public coming in contact with the District. This policy applies to conduct during and relating to the school and school sponsored activities.

Definition of Sexual Harassment

1. Submission to such conduct is made either explicitly or implicitly as a term or condition of an individual's employment, or academic status or progress.
2. Submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting the individual.
3. Submission to or rejection of the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, opportunities or activities available at or through the school.
4. Such conduct has the purpose or effect of unreasonably interfering with or having a negative impact on the individual's academic or work performance, or of creating an intimidating, hostile or offensive educational or work environment for the individual.
5. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or sexual nature which may violate the security,

dignity, self-worth, safety, or the ability to work in an environment free of sexual harassment.

6. Sexual harassment may include, but is not limited to:
    a. Unwelcome sexual flirtations, touching, advances, or proposition
    b. Verbal or physical abuse of a sexual nature
    c. Graphic or suggestive comments about an individual's dress or body
    d. The use of sexually degrading words to describe an individual
    e. Displaying sexually aggressive objects or photographs
    f. Sexually explicit or obscene jokes

Reporting and Investigating Harassment

It is the responsibility of every supervisor and principal to recognize acts of harassment and take necessary action to ensure that such instances are addressed swiftly and effectively. Consequently, all administrative and supervisory staff in schools, offices and other facilities should be aware of and responsible for implementing the harassment complaint resolution procedures established through this policy.

Persons who have reason to believe that harassment has occurred should promptly report the incident:

A. (For Students reporting) to his/her principal, other administrator, school counselor or teacher.
B. (For Employees reporting) to his/her building principal; for employees in the Maintenance Department, Transportation Department, or the Education Center, to the Assistant Superintendent. Administrators would report to the Superintendent.

Subject to legal reporting obligations, considerations of safety and any determination that is made to notify the parent or guardian of a minor student, reasonable measures shall be taken to keep the incident confidential.

TOBACCO/ALCOHOL/DRUG POLICY FOR EXTRACURRICULAR ACTIVITIES AND INTERSCHOLASTIC ATHLETES Addendum 8-28-97

STATEMENT OF PHILOSOPHY

The Board of Education, administrators, athletic department and activity advisors of the Brecksville-Broadview Heights City Schools consider participation in extracurricular activities and interscholastic athletics to be a privilege, not a right. Students are VOLUNTEERING to participate in these programs and are expected to accept the responsibilities granted them by this privilege.

As representatives of our school district, students involved in extracurricular activities and interscholastic athletics are scrutinized by the public, become role models for young children and peers, and are ambassadors to our community. In choosing to accept this role, participants also choose the responsibilities of having a tobacco, alcohol and drug free lifestyle. Although this policy outlines the expectations and consequences required of students choosing to participate in extracurricular activities and interscholastic athletic, the parent(s) or guardian(s) retain the ultimate responsibility of promoting healthy lifestyle choices for their children and are encouraged to work cooperatively with school officials to support these ideals throughout the child's entire educational experience in the Brecksville-Broadview Heights Schools.

In keeping with the philosophy of education, the Board of Education, administrator, athletic department, and activity advisors of Brecksville-Broadview Heights City School District view tobacco, alcohol, and drug use not only as a violation of the law, but as a problematic behavior which has an adverse effect on individuals and the programs in which they are involved. It is the intent, therefore, to support a disciplinary program which encourages students to recognize and deal with the causes for their use through contact with the appropriate agency (C.A.P.A., private counselors, treatment facilities, etc.) rather than being strictly punitive in nature.

This policy will be in effect during the entire calendar year, inclusive of all training, condition, practices, or other school related/sponsored activities, and the policy remains in effect 24 hours a day, 7 days a week (24/7-365 days).

Tobacco and Tobacco Products, Alcohol and Drugs

Possession and/or Use of Tobacco and Tobacco Products, Alcohol or Drugs: In accordance with the rules of Brecksville-Broadview Heights City School District, except for supervised medications prescribed by a physician, a student under the influence, using, possessing, buying or receiving drugs (narcotics, hallucinogens, intoxicants, counterfeits, look-alikes, designers,) anabolic steroids, controlled substances and alcohol at any time and at any place is in violation of the code and, if apprehended by school or appropriate law enforcement personnel, is subject to the following consequences:

First Violation: The first-time offender will be denied participation in all extracurricular and/or athletic programs for one full calendar year from the date of violation. If the student agrees to schedule himself/herself into and complete the first available school Insight Program, the term of denial will be up to 20% of the activity time for extracurriculars up to 20% of scheduled competition time for athletes in any sport in which the students participate. Upon completion of the program, the student must be willing to follow the recommendations provided. If no school Insight Program is presently available, the student's parents may choose, at their own expense, to enroll the student in an outside school-approved program. Completion of the program is mandatory.

See BOE Policy for further explanation/procedures.

BBHMS Board Approval Proposal: '26-'27 Student Handbook

We would like to recommend that our BBHMS Student Handbook be approved by the board with the following changes:

1. **Page 3, Clinic** information was updated to match wording for both elementary and high school.

CLINIC
Students feeling ill or requiring medical attention are to come to the main office **with a pass from the classroom teacher/supervisor before proceeding to the clinic**. For attendance purposes, **students are not to report to the clinic between classes**, except in extreme emergencies. Students admitted to the clinic may stay for only one period; then they must either go back to class or go home. The school secretaries or clinic health staff will make calls to parents of students who need to go home.

Illness and Fever: A student will be sent home from the clinic if they display a temperature of 100.0 degrees or higher. Note that the child should be fever free for 24 hours without taking fever-reducing medication before returning to school. A student will be sent home from the clinic if they are vomiting. Twenty four hours should pass from the last episode of vomiting before returning to school. If a child is started on an antibiotic for a communicable disease, they need to receive 24 hours of the medication before returning to school.

Immunizations: The following immunizations are required under Ohio Revised Code 3313.67.

- Tdap (diphtheria, pertussis, tetanus) 7th grade
- MCV4 - meningococcal 7th and 12th grade

INJURY/HEALTH CARE NEEDS
Students with specific health care needs should deliver written notice about such needs, along with physician documentation to the school clinic.

MEDICATION TAKEN AT SCHOOL
If possible, all medications should be given to all students at home. If it is necessary for a student to take medication during school hours parents/guardians may come to school and administer medication to their student OR the following conditions must be met:

- Prescription medication authorization forms need to have the physician section complete including name of medication, dosage, and time of administration. There is a section for parents/guardians to complete.
- Non-prescription medication authorization forms do not contain a physician section. Non-prescription
- medication authorizations are filled out entirely by the parent/guardian.
- Any medication must come to school in its original sealed container with the child's name on it. Pharmacies will provide 2 bottles when asked.
- An adult needs to bring the medication to the clinic. Students must not carry medications on the bus.
- The FIRST dose of any medication must be administered at home.
- Medication authorization forms must be completed each year.
- Asthma inhalers, epinephrine autoinjectors, and medication to treat diabetes may be carried and used by students with an Emergency Action Plan on file. Emergency Action Plans provide written authorization for self administration of these medications from the physician and the parent/guardian.
  (BOE 5330, 5336)
- Medication must be picked up at the end of the year or it will be discarded. (BOE Policy 5330)

Vision/Hearing: The Brecksville-Broadview Heights City School District does not plan or conduct non-emergency invasive physical examinations or screenings. This does not include vision and hearing screenings.

Vision and hearing screening is offered for all students in Kindergarten, first grade, third grade, fifth grade, seventh grade (vision ONLY), 9th grade,11th grade.

2. **Page 6-7, INTERSCHOLASTIC EXTRACURRICULAR TEAMS/ATHLETICS:** updated to match update board policy removing GPA requirements but adding passing FOUR 1-credit equivalent courses for Grades 7-8.

In accordance with OHSAA, students are required:

1. Pass FOUR equivalent 1-credit courses
2. Must be in preceding grading quarter

in order to be eligible to participate in any interscholastic extracurricular activity (grades 7-8) at BBHMS.

In order to participate in an extracurricular event on a school day, the student will need to be in attendance by 11:12 am.

BRECKSVILLE - BROADVIEW HEIGHTS ELEMENTARY SCHOOL
PARENT HANDBOOK
2026 -2027

3500 Oaks Road
Brecksville, Ohio 44141

Website: www.bbhcsd.org
Twitter: @BBH_Elementary

StopIt Reporting Hotline: (440) 381-8983

Jeffrey Harrison, Superintendent

Board of Education
Mark Dosen, President
Ellen Kramer, Vice President
Lisa Galek
Tish Kwiatkowski
Eva Omara

Primary School K-2

Mrs. Colleen Toth Head Principal
Mrs. Beth Adams, Assistant Principal
Melody Davies, Secretary
Mrs. Rebecca School, School Counselor
Mrs. Halle Halub, School Counselor

Intermediate School 3-5

Mr. Robert Magyar, Head Principal
Ms. Tina McCauley, Assistant Principal
Maria Camperchioli, Secretary
Ms. Taylor Hendershot, School Counselor
Mrs. Lauren Filippi, School Counselor

Administrative Assistant
Sheyenne Uhlir

Attendance Secretary
Heather Rakestraw

Note: This Student/Parent Handbook is based in significant part on policies adopted by the Board of Education and Administrative Guidelines developed by the Superintendent. This Handbook replaces all prior handbooks and other prior written material provided on the same subjects. This Handbook does not equate to an irrevocable contractual commitment to the student, but only reflects the current status of the Board's policies and the School's rules. If any of the policies or administrative guidelines referenced herein are revised, the language in the most current policy or administrative guideline prevails. Copies of current Board policies and administrative guidelines are available on the District's website.

TABLE OF CONTENTS

Principal's Message
Culture Playbook
Equal Education Opportunities
School Day
Student Responsibilities
Student Well Being
Home-School Communication
- Parent Teacher Conference
- Assignment Books
- Reports
- Meet and Greet Nights
- Open House
- School Website
- PSO Information

Section I - General Information
Enrollment and Registration
School Clinic
- Medications Taken At School
- Illness and Fevers
- Vision and Hearing
- Injury and Healthcare Needs

Academic and Mental Health Services/Supports
- Students with Disabilities
- Gifted
- Response to Intervention
- School Counseling
- Red Oak Behavioral Health

Therapy Dog
Testing Schedule
Beekeepers Before and After School Program
Student Fees and Fines
Cafeteria
Breakfast
Playground and Recess
BBHES Indoor Slide
Student Valuables
Lost and Found
Parties and Birthdays
Therapy Dog
Safety and Security
SafeSchools Reporting Hotline
Visitors

Section II - Student Conduct
Attendance
- Absence Procedures
- Early Dismissal
- Late Arrival Procedures
- Planned Absence

BBHCSD Student Dress Code/Student Attire
Search and Seizure
Prohibited Items

Student Conduct
Discrimination and Harassment
Bullying and Aggressive Behavior
Network Acceptable Use and Safety Policy

Section III - Transportation
Transportation of Students by Private Vehicle
Bus Transportation to School
Bus Conduct
Consequences for Misconduct

PRINCIPAL'S MESSAGE

Dear Brecksville - Broadview Heights Elementary School Community:

It's a true privilege to serve as the principals of Brecksville - Broadview Heights Elementary School. Our commitment is unwavering in ensuring that the upcoming school year leaves a lasting impression on our school community. Leading the incredible team and students of BBHES fills us with excitement, and we are dedicated to continuing our tradition of providing enriching learning experiences.

At Brecksville - Broadview Heights Elementary School, we are devoted to nurturing the academic, social, and emotional development of each child while instilling a passion for learning. Our approach involves a range of initiatives aimed at fostering creativity and innovation within our classrooms, all within a caring and secure environment. Establishing and nurturing strong connections with parents, students, staff, and community partners is vital to our mission of guiding our students towards success.

Together, we are committed to equipping our students with the skills they need to thrive emotionally, academically, and globally. We are deeply thankful for the opportunity to serve this remarkable community and am dedicated to creating an unforgettable elementary school journey for your children. We eagerly anticipate the upcoming school year and the exciting opportunities it holds for our students and families alike.

In Partnership,

Mrs. Colleen Toth, Primary Head Principal
Mr. Robert Magyar, Intermediate Head Principal
Brecksville - Broadview Heights Elementary School

Brecksville
Broadview Heights
City School District

EDUCATE. EMPOWER. ENGAGE.

OUR MISSION

The BBHCSD exists to rigorously educate our students to the highest standards, to boldly empower our school family with exciting learning experiences, and to collaboratively engage our community to cultivate productive future citizens of a global society.

OUR VISION

The BBHCSD will be the destination district by pushing the boundaries of academic excellence and expanding innovative opportunities for students, while advocating for all, in a safe and accountable educational environment.

ATTRIBUTES OF A BEE

FUTURE READY

BBH students will become lifelong learners and acquire career knowledge along with core technical skills. Bees will be independent thinkers, problem-solvers and possess communications and listening skills.

EMOTIONALLY PREPARED

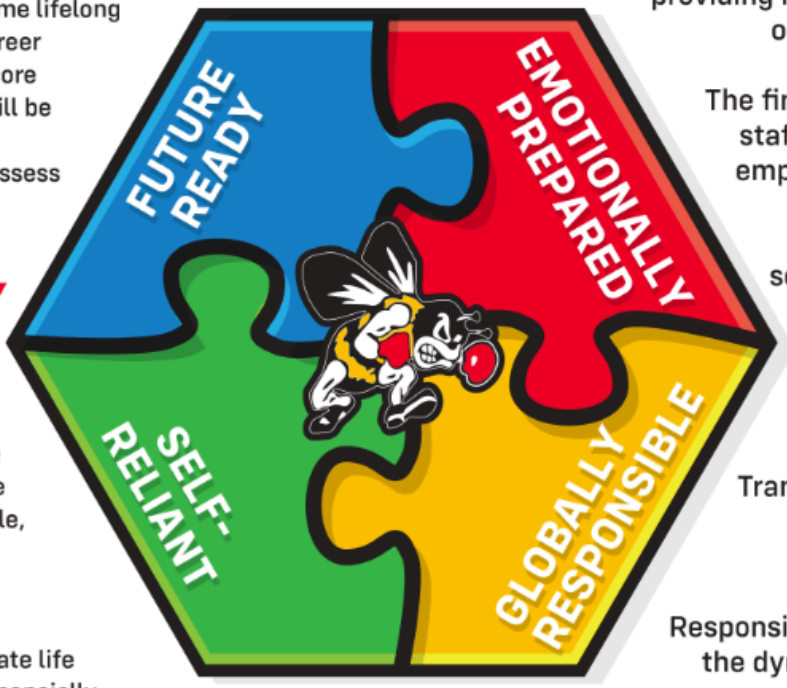
Bees will be self-aware and self-confident and have a growth mindset, while being resilient, adaptable, and flexible.

SELF-RELIANT

Bees will have appropriate life skills, be resourceful, financially savvy, and be self-directed.

GLOBALLY RESPONSIBLE

Our graduates will be engaged citizens, team collaborators, strong stewards of the environment, with broad horizons.



OUR COMMUNITY'S SCHOOL VALUES

Academic excellence and providing innovative learning opportunities for all

The finest educators and staff to constructively empower our students

School safety and security in protocol, action, thought in creating a welcoming school climate

Transparent, engaging and collaborative communications

Responsible stewardship of the dynamic resources in the BBHCSD

Comprehensive preparedness of our students' future college and career pathways

Protecting the Banner of the BBHCSD!

Brecksville-Broadview Heights City Schools

-BBHCSD Culture Playbook-

Brecksville Broadview Heights City Schools

The Heart of the Hive

BELIEFS - BEHAVIOR - OUTCOME

Belief	Behavior	Outcomes
Bee Your Best	• Challenge Yourself • Actively Engage • Own your Choices	Always Improving
Bee One Community	• Respect Differences • Build Relationships • Empower Others	Stronger Together
Bee the Future	• Act with Purpose • Pursue your Plan • Live Forever Proud	Leave a Legacy

www.bbhcsd.org

Connect with us! @bbhcsd

Brecksville-Broadview Hts. City School District

Brecksville Broadview Heights City Schools

Bee Your Best

Challenge Yourself

We embrace productive discomfort and develop a habit of learning. We set goals to build on our strengths and improve our skills. We understand that hard work is necessary to achieve our goals. We choose to step up and strive to do the right thing, even when it's difficult. We will persevere through our challenges. *Failure will be the catalyst to success.*

Actively Engage

It is our responsibility to be active participants and contribute to the task at hand. We need to show up, get our mind right, and put effort in all we do. Each one of us needs to engage with purpose: ask questions and actively listen. Take time to understand. *Do the work.*

Own Your Choices

We choose our attitudes, our beliefs, and our behaviors. We own our mistakes and learn from them. Our choices influence our culture; we are intentional and purposeful in our decisions and responses. *Own it.*

Always Improving

Brecksville Broadview Heights City Schools

Bee One Community

Respect Differences

We are strengthened by, and value, the diversity within our community. We actively embrace differences in solving problems, achieving goals, and navigating the future. Everyone deserves respect and validation for who they are, what they do, and for the life and path they choose. *All voices matter.*

Build Relationships

Our community flourishes and grows through individual and collective contributions. The relationships we build within the community foster kindness, mutual respect, and understanding. We interact with one another with compassion and sensitivity. *We care.*

Empower Others

Our community is only as strong as each individual. Everyone has a collective responsibility to influence, mentor, lead, and be examples for one another. We seize opportunities to facilitate and encourage individuals to grow. *Make a difference for someone else.*

Stronger Together

Brecksville Broadview Heights City Schools

Bee the Future

Act with Purpose

Everyone has a purpose. Our intentional actions and behaviors positively impact ourselves and others. We develop and pursue our "why" through skillful and deliberate decisions. *Live your "why."*

Pursue your Plan

We are persistent in creating and following our plan to achieve our goals. Through this we grow beyond our abilities, expand our boundaries and maximize our potential. *Never give up.*

Live Forever Proud

We are proud Bees. We value our heritage and celebrate the successes of our community. We understand the importance of the work we do every day and take pride in the impact of our contribution. *Make your mark.*

Leave a Legacy

EQUAL EDUCATION OPPORTUNITY

The Brecksville-Broadview Heights City School District Board of Education affirms its commitment to provide an equal educational opportunity to each of its students. Students have the right to be free from discrimination on the basis of race, sex, marital status, pregnancy, national origin, citizenship status, physical disability, political activity, religion, creed, or opinion in all decisions affecting admissions; membership in school-sponsored organizations, clubs or activities; access to funds, academic evaluations or any other aspect of school-sponsored activities. Any limitation with regard to participation in a school-sponsored activity will be based on criteria reasonably related to that specific activity.

Any person who believes that s/he has been discriminated against on the basis of his/her race, color, disability, religion, gender, or national origin while at school or a school activity should immediately contact the School District's Compliance Officer(s):

Cassandra Spangler
Director of Pupil Services
Title IX Coordinator
440.740.4017

Any student making a complaint or participating in a school investigation will be protected from retaliation. The Compliance Officer(s) can provide additional information concerning equal access to educational opportunity.

SCHOOL DAY

BBHES PHONE:	440-740-4100	
SCHOOL HOURS:	Grades K - 5:	9:00 am - 3:40 pm
	Morning Half Day Kindergarten:	9:00 am - 11:45 am
	Afternoon Half Day Kindergarten:	12:45 pm - 3:30 pm

The school day begins at 9:00 AM. Children are permitted in the building at 8:45 AM when supervision begins. **Please do not drop off your child before 8:45 AM as there is no available supervision.**

The instructional day ends at 3:30 PM. At approximately 3:40 PM, students who are walking home, who attend Beekeepers, or being picked up are dismissed.

Students being picked up after school, will be dismissed through the front loop of the school. Parents must "announce" arrival via the PikMyKid App or with the printed car visor tag and proceed to the carline. Parents should remain in their car. Staff will assist with the car line. Children who ride the bus will wait in their classrooms until their bus is called. Typically, all buses depart school by 4:00 PM.

STUDENT RESPONSIBILITIES

The School's rules and procedures are designed to allow students to be educated in a safe and orderly environment. All students are expected to follow staff members' directions and to obey all school rules. Students must arrive at school on time, prepared to learn and participate.

HOME-SCHOOL COMMUNICATIONS

In order to keep parents informed of their child's progress in school, parents will be provided information on a regular basis and whenever concerns arise. The School may use email, mail or kid-mail when appropriate. Parents are encouraged to build a two-way link with their child's teachers and support staff by informing the staff of suggestions or concerns that may help their child better accomplish his/her educational goals.

Parent Teacher Conferences: Parents of pupils in grades K-5 may be invited to school for a conference with the teacher at least once during the school year. Either the parent or the teacher may initiate conferences at any time during the school year. The official school calendar provides two evenings that are set aside for parent-teacher conferences. We encourage communication between parents and teachers throughout the school year.

Assignment Books: Assignment books are used for daily communication, homework, classroom projects, upcoming events for grades 4 and 5 only.

Report Cards: Report cards will be posted electronically through Powerschool within one week from the close of each marking period. Paper copies may be requested through the school office. All K-2 students will receive report cards for quarters 2, 3, and 4 only. Quarter one progress will be reported through conferences.

Meet and Greet: Early in the school year parents are invited to our annual Meet and Greet events. Parents are introduced to their children's classroom teachers, visit classrooms, drop off supplies and learn about our curriculum and procedures for the school year. 5th Grade will be having a curriculum night meeting instead because 5th grade students switch classroom teachers during the day. 5th grade families will receive more details as the beginning of the school year approaches.

School Website: The Brecksville-Broadview Heights School District has a website that outlines district events. Each building page is updated on a regular basis. The website address is: www.bbhcsd.org

PSO Information: is available online via the school web page or on the school's PSO Facebook page. Our PSO is very active and valued in the learning community. The goals of this organization are to promote the welfare of children and youth in the home, school, church and community, to bring about a closer relationship between the school and home, further cooperation between all so that children can learn more effectively, and to secure adequate laws for the care and protection of all children. The PSO sponsors many programs along with other forms of child-related activities requiring cooperation among staff, parents, and students. The PSO seeks your support, volunteerism, and active participation in all their events, activities, and involvement programs. If you wish to receive PSO communications and updates, please sign up through Final Forms.

STUDENT WELL BEING

Student safety is the responsibility of both students and staff. Staff members are familiar with emergency procedures such as evacuation procedures, fire and tornado drills, safety drills in the event of a terrorist or other violent attack, and accident reporting procedures. If a student is aware of any dangerous situation or accident, s/he must notify a staff person immediately.

State law requires that all students have an emergency medical authorization completed and signed by a parent or guardian on file. This should be completed through Final Forms.

Ohio law requires city, local, and exempted village school districts, chartered nonpublic schools, community schools, STEM schools, and college-preparatory boarding schools serving students in grades 9-12 to include the 988 Suicide and Crisis Lifeline telephone number on student identification cards, planners, and electronic portals, if provided or used by the school.

SECTION 1: GENERAL INFORMATION

ENROLLMENT AND REGISTRATION

In general, State law requires students to enroll in the school district in which their parent or legal guardian resides.

New students under the age of 18 must be enrolled by their parent or legal guardian. When enrolling, parents must provide copies of the following:

A. a birth certificate or similar document
B. court papers allocating parental rights and responsibilities, or custody (if appropriate)
C. proof of residency
D. proof of immunizations

Under certain circumstances, temporary enrollment may be permitted. In such cases, parents will be notified about documentation required to establish permanent enrollment.

Homeless students who meet the Federal definition of homeless may enroll and will be under the District Liaison Homeless Children with regard to enrollment procedures.

In addition, if a new student resides in the District with a grandparent and is the subject of a: (1) power of attorney designating the grandparent as the attorney-if-fact; or (2) a caretaker authorization affidavit executed by the grandparent that provides the grandparent with authority over the care, physical custody, and control of the child, including the ability to enroll the child in school, consent in all school related matters, and discuss with the District the child's educational progress, the student's grandparent may enroll the child in school on a tuition-free basis. However, in addition to the above-referenced documents that are typically required for enrollment, the grandparent must provide the District with a duly executed and notarized copy of a power of attorney or caretaker authorization affidavit.

The district uses an on-line program called Final Forms to assemble information regarding your student(s). Information such as emergency contact, sign-off for the Family Handbook, emergency medical authorization, photo release/email release, etc must be completed. The system will retain the information as it is entered initially and only changes need to be entered, if so needed, as time progresses.

STATUS CHANGES
Please notify the school office of the following changes:

- Home phone number(s)/Cell Phone number(s)
- Home address
- Emergency contact's name, number (including area code)
- Work phone number, either or both parents and area code(s)
- Marital status
- Custody of children
- E-mail address

Residency: An Affidavit of Residency is required to be filled out to register a child into the district. Residence verification must be brought and shown to the REGISTRAR at the time of registration as follows:

OWNERS of dwellings- any **2 ORIGINAL** items listed:

- Tax Bill Insurance Policy on Dwelling
- Paycheck Stub with Address
- Home Mortgage Coupon
- Purchase Construction Contract
- Utility Bill

TENANTS of a building need to bring a copy of your current Lease Agreement PLUS one of the above forms **OR** If you reside with a resident of Brecksville-Broadview Heights, the owner or tenant of the property must complete the Affidavit of Residency and provide 2 proofs of residency-OR- a signed lease agreement.

Each year a number of parents enroll their children in our district before they have actually moved within our boundaries. These children may attend our schools tuition-free for 90 days. After that, tuition is charged each month for each child. Students beginning the fourth quarter and then moving out of the district may complete the school year without being charged tuition. Families in either of the situations above should contact the school office for clarification.

Students who meet the Federal definition of "in foster care", including those who are awaiting foster care placement, will be provided a free appropriate public education (FAPE) in the same manner as all other students of the District. For additional information see Policy 5111.03.

Kindergarten Registration: A child entering kindergarten in September must be five years of age on or before August 1 of the year he/she enters school. A parent or guardian must register the child. (See "Enrollment Procedures.")

Withdrawals: Anyone planning to move should notify the office as soon as his or her plans are definite. The student's new address and the name and address of the new school are needed. School records of the child will be mailed to the receiving school upon the written request of the parents or the new school.

SCHOOL CLINIC

All students are required to have an Emergency Medical Authorization form completed through FinalForms. A school clinic's purpose is to manage minor illness and injuries.

Mediation Taken at School: If possible, all medications should be given to all students at home. If it is necessary for a student to take medication during school hours parents/guardians may come to school and administer medication to their student OR the following conditions must be met:

- Prescription medication authorization forms need to have the physician section completed, including name of medication, dosage, and time of administration. There is a section for parents/guardians to complete. *These forms are available under the Health Services section of the District website.*
- Non-prescription medication authorization forms do not contain a physician section. Non-prescription medication authorizations are filled out entirely by the parent/guardian.
- Any medication must come to school in its original sealed container with the child's name on it. Pharmacies will provide 2 bottles when asked.
- An adult needs to bring the medication to the clinic. Students must not carry medications on the bus.
- The FIRST dose of any medication must be administered at home.
- Medication authorization forms must be completed each year or as medical needs arise.
- Asthma inhalers, epinephrine autoinjectors, and medication to treat diabetes may be carried and used by students with an Emergency Action Plan on file. Emergency Action Plans provide written authorization for self administration of these medications from the physician and the parent/guardian. (BOE 5330, 5336)
- Medication must be picked up at the end of the year or it will be discarded. (BOE Policy 5330)

Illnes/Fever: A student will be sent home from the clinic if they display a temperature of 100.0 degrees or higher. Note that the child should be fever-free for 24 hours without taking fever-reducing medication before returning to school. A student will be sent home from the clinic if they are vomiting. Twenty-four hours should pass from the last episode of vomiting before returning to school. If a child is started on an antibiotic for a communicable disease, they need to receive 24 hours of the medication before returning to school.

Vision/Hearing: The Brecksville-Broadview Heights City School District does not plan or conduct non-emergency invasive physical examinations or screenings. This does not include vision and hearing screenings.

Vision and hearing screening is offered for all students in Kindergarten, first grade, third grade, fifth grade, seventh grade (vision ONLY), 9th grade,11th grade.

Injury/Healthcare Needs: Students with specific health care needs should deliver written notice about such needs, along with physician documentation to the school clinic.

If there are additional questions regarding the school clinic, please reach out to the District Health Care Coordinator.

ACADEMIC AND MENTAL HEALTH SERVICES AND SUPPORTS

The Director of Teaching, Learning and Collaboration and the Director of Pupil Services have responsibilities for many areas of a child's academic growth and well-being. There are various specialties and specialists at the elementary school level to accommodate your child.

- School Counselor
- Reading Intervention Program – "Reading Intervention Specialist" in reading
- Special Education Assistants – Assist within the classroom for children with special needs
- Specific Learning Disabilities (SLD)/Resource Room/Inclusion – Resource Teacher or Special Education Teacher, work with students in the resource room and/or in the general education classroom
- Psychological Services – School Psychologist
- Speech and Language Services – Speech and Language Pathologist (SLP)
- "Response to Intervention" Team

Students with Disabilities: The Americans with Disabilities Act (A.D.A.) and Section 504 of the Rehabilitation Act (Section 504) prohibit discrimination against persons with a disability in any program receiving Federal financial assistance. This protection applies not just to students, but to all individuals who have access to the District's programs and facilities.

The laws define a person with a disability as anyone who:

A. Has a mental or physical impairment that substantially limits one or more major life activities;
B. Has a record of such an impairment; or
C. Is regarded as having such an impairment.

The District has specific responsibilities under these two laws, which include identifying, reviewing and, if the child is determined to be eligible, affording access to appropriate educational accommodation.

Additionally, in accordance with State and Federal mandates, the District seeks out, assesses and appropriately services students with disabilities. Staff members use a comprehensive child study process to systematically screen, assess and, if appropriate, place students in special education and related services. Students are entitled to a free appropriate public education in the "least restrictive environment."

A student can access special education and related services through the proper evaluation procedures. Parent involvement in this procedure is important and required by Federal (IDEIA), A.D.A. Section 504) and State law. Contact Cassandra Spangleri at 440.740.4017 to inquire about evaluation procedures, programs, and services.

Gifted: In grades 3-5, students identified as gifted either superior cognitive or subject specific will receive services in Math and/or Reading. The enrichment will be with a gifted intervention teacher or teacher with required credentials. This will allow us to provide students with opportunities to be challenged, enriched, and serviced in multiple areas of identification.

You can obtain further information about the District's Gifted Identification and Delivery of Service Plan on the district's website: www.bbhcsd.org

Response to Intervention
A building-based team is available which provides assistance to teachers and learners. The team varies in composition depending upon the issue that is presented. The meetings focus on a student's talents, strengths and needs. The process the team uses is based on the Response to Intervention model under the Multi-Tier System of Supports (MTSS).

School Counseling: There are four full time school counselors at Brecksville - Broadview Heights Elementary School, two primary and two intermediate. The responsibilities of the counselors are detailed in a district-wide, K-12 Guidance Plan. The counselors will work with individual students, small groups of students with similar needs, and provide whole class instruction. In addition, the counselors will work with parents, teachers, and other staff toward the benefit of all students and the school.

THERAPY DOG
Notify your child's teacher if your child has a fear of dogs or an allergy to dogs. This information is also collected in Final Forms. Please update this information as needed.

TESTING SCHEDULE
Student achievement and growth are important to us at Brecksville-Broadview Heights. Assessing students periodically ensures that we can remediate and enrich students when appropriate. The following assessments are administered at the elementary level:

Kindergarten:
I-Ready Math Benchmark
Acadience
KRA (State Kindergarten Readiness Assessment)

Grade 1:
I-Ready Math Benchmark
Acadience

Grade 2:
I-Ready Math Benchmark
Acadience
Cognitive Abilities Test

Grade 3:
I-Ready Math and Reading Benchmark
Reading OST (Fall and Spring)
Math OST

Grade 4:
I-Ready Math and Reading Benchmark

Reading OST
Math OST

Grade 5:
I-Ready Math and Reading Benchmark
Cognitive Abilities Test
Reading OST
Math OST
Science OST

BEEKEEPERS PROGRAM

BeeKeepers is a school age child care program that is owned and operated by the Brecksville-Broadview Heights City School District licensed by the Ohio Department of Education. It is designed to ensure a safe, healthy, enjoyable environment for the children while incorporating enrichment activities and the comfort of familiar surroundings. The program is paid for by the families who use the services and is of no cost to the taxpayer. Kindergartners are able to participate in the morning/afternoon program adjacent to their school days. The K-5 BeeKeepers programs use a thematic approach providing activities including indoor and outdoor play, puzzles and games, arts and crafts, and quiet areas for homework, enrichment worksheets, and reading. If the programs are not full, space is available for drop-ins. Reservations and payments must be made in advance. BeeKeepers Coordinator, Lorna Daniels can be reached at (440-740-4140). BeeKeepers Fax number is (440-740-4104).

STUDENT FEES AND FINES

Classroom Instructional Fees for Kindergarten through grade 4 will be $65.
Classroom Instructional Fees for grade 5 will be $55.
Technology Fee for Kindergarten through grade 4 will be $20.
Technology Fee for grade 5 will be $30.
Tuition for All Day Kindergarten will be $2900.

Charges may also be imposed for loss, damage or destruction of school apparatus, equipment, musical instruments, library materials, textbooks and for damage to school buildings or property. Students using school property and equipment can be fined for excessive wear and abuse of the property and equipment.

Fees may be waived in situations where there is financial hardship.

CAFETERIA

The Brecksville-Broadview Heights Schools Food Service Department uses a Point of Sale Program. This will allow families to pay for meals in advance. Identification is complete when students enter their confidential five-digit pin number on a keypad located at each cashier's station and their picture comes up on a screen. Students must memorize their confidential pin numbers so they can enter their code to purchase lunches or milk.

> Deposits: You may send in deposits in an envelope marked "CAFETERIA." Online payments can be made as well. Students will give future payments to the cashier as they go through the lunch line. Any money not spent by the end of the year will "roll over" and be available for your child's use the following school year, as long as your child remains in our district. Amounts greater than $10.00 will be refunded to students who leave the district. Should you need access to your child's account to verify his/her purchases, you may request a report by calling the Food Service office at 440-740-4760 or 440-740-4761.

Borrowing: It is the responsibility of the parents to provide lunch for their children while at school. In the Food Service Department an elementary student may borrow three (3) meals in succession or have borrowed up to -$10.00 prior to being served an alternate meal. An alternative meal consists of a cheese or peanut butter and jelly sandwich, fruit, and milk. As soon as accounts go negative, Food Service Solutions, the District Food Service software accounting system will generate an email to parents' primary email address on file. This notification will allow time for parents to resolve student accounts. Households will then receive a courtesy call when balances reach above -10.00. Parents may also sign up for low account balance notices through www.myschoolaccount.com.

The overall cleanliness of the cafeteria and of individual tables is the responsibility of those who use the facility. Students are expected to dispose of their waste in the appropriate receptacles, and make sure their tables are clean.

With this in mind, the following should be observed:

- Once you choose a seat, you must stay there for that lunch period.
- Students should walk at all times
- Students should push in chairs when leaving the table.
- Please keep the noise to an appropriate level.
- Students must have permission to leave the cafeteria

BREAKFAST

Only breakfast served from the school cafeteria should be brought into the classroom. Breakfast from home or from local restaurants is not permitted.

PLAYGROUND AND RECESS

Recess on the playground allows time for students to expend some energy, exercise their bodies, and get fresh air and sunshine. Safety is of utmost importance. Thoughtfulness, courtesy, and common sense, along with constant supervision from the playground aides prevent needless accidents. Specific playground rules are posted and reviewed with students by the classroom teachers on the first day and week of school and periodically as needed. Students who choose not to follow playground rules will have "time outs," lose playground privileges or recess, and may receive a citation.

Each child should be sent to school with the thought that outdoor activity is part of the daily program. Students are expected to participate in outdoor recess unless excused by a physician with a written note from the parent. If children need to stay in more than two days, then a note or fax from the child's doctor is required. It is imperative that warm clothing such as gloves, hats, and boots be worn during cold weather months. When the weather is inclement, recess will be held inside. Students are assembled and involved in quiet activities under the supervision of an aide and parent volunteer.

INDOOR SLIDE

As part of our continued efforts to provide a positive environment at BBHES, students will have the opportunity to ride down the indoor slide. Students will be permitted to use the slide under adult supervision.

STUDENT VALUABLES

Students should not bring items of value to school. Items such as jewelry, expensive clothing, electronic equipment, and the like, are tempting targets for theft and extortion. The School is not liable for any loss or damage to personal valuables. In addition, students should not bring toys from home to school. Please check your child's backpack regularly for these items.

LOST AND FOUND

All items of clothing or belongings should be clearly marked with your child's name. Lost articles are returned to the lost and found bin. Money and valuables are turned in to the teacher or supervisor when the article is found. Parents should check the lost and found periodically for their children's belongings to identify missing clothing or items. No money or valuables should be stored in the lockers or desks. The school cannot be responsible for money or other valuables that have been lost or misplaced. Unclaimed lost and found items will be donated at the end of each quarter to a charity.

PARTIES

Four classroom parties are planned during the school year; Halloween, December holiday, Valentine's Day, and end of the year party. Room parents will request a nominal fee to cover the cost of refreshments and activities. Please inform classroom teachers of any food allergies your children have to avoid reactions to party snacks and foods. All food items must be packaged with ingredients listed.

Birthdays

Birthdays can be a special time for children, especially when they can celebrate their special day at school with classmates, teachers, and staff. Because these treats are often messy, may contain allergens (peanuts, tree nuts, gluten, dairy, etc.) and are not nutritious, we are requesting that only non-food items be shared for birthday treats with classmates such as pencils, stickers, etc. Children with summer birthdays may participate, too. Contact the classroom teacher to arrange a date for the birthday celebration. We ask that you not send invitations to parties at your home through the classroom unless you are inviting the entire class OR all of the boys OR all of the girls in the class.

SAFETY AND SECURITY

SAFETY DRILLS: The School complies with all fire safety laws and will conduct fire drills in accordance with State law. The School conducts tornado drills during the tornado season following procedures prescribed by the State. Teachers will provide specific instructions on how to proceed in the case of fire or tornado and will oversee the safe, prompt, and orderly evacuation of the building in such cases. Safety drills will be conducted once per month during the school year. Teachers will provide specific instruction on the appropriate procedures to follow in situations where students must be secured in their building rather than evacuated.

LOCKDOWN: The school practices monthly safety drills. Each class will participate in the drills following the identified procedures. Each of these drills has a specific alarm and/or PA script that is sounded to alert teachers and students of the appropriate course of action. "LOCK DOWN" It is hoped that school buildings in the district will never need to "lock down." However, if they do, plans have been developed to do so. A "lock down" in our schools is a response to an emergency situation dictated by local, regional, or federal authorities whereby no one, including students, staff or parents, will be permitted to enter or exit the school until the emergency "lock down" is canceled by authorities. In such an emergency, the patience and calmness of all adults will be necessary for the successful handling of the emergency and the well-being of all students.

SHELTER-IN-PLACE: Our shelter-in-place procedure is an emergency response to protect students and staff members from an outdoor hazardous environment. It will be used when needed to keep children safe until their parents can safely reach them at school. Parents of students requiring life-sustaining medications are asked to provide the school with a supply of appropriate medications.

SCHOOL EVACUATION: Elementary School's Safety and Security Committee has developed an evacuation plan for our school in the event that such an exercise would be necessary. Our children would have two proposed routes to evacuate along depending on the circumstances. One route would take them where school buses would pick them up for transport home. The other area is an indoor site for

our evacuation. The personnel in charge during such an evacuation have access to a telephone whereby appropriate authorities could be called and parents notified.

SAFER OHIO SCHOOL TIPLINE - The district has a service in which parents, students, and other community members can anonymously report anything that causes them concern regarding the safety or security of the students or schools. Everyone should feel free to discuss concerns at any time with principals. However, if you'd feel more comfortable reporting a concern anonymously, please do not hesitate. A good rule of thumb: If it pops in your mind that maybe you should call the hotline with some information—then you should! This service is to keep all our kids' safe and secure at all times. A report can be submitted by going to app.saferohioschooltipline.com, emailing tip@saferohioschooltipline.com, or calling 844-723-3764. Reports can be made using your name or anonymously. It is always more helpful to state your name when making a report as this allows school personnel to follow up with you if you have questions.

VISITORS

To ensure the safety of our students, visitors are limited in our school. All visitors must register at the kiosk upon entering the building and receive a visitor's badge. The badge must be worn at all times while in the building. All visitors must sign out via the kiosk before exiting the building.

There is a district policy for visiting classrooms. The visit may be up to 30 minutes in one classroom. Bringing toddlers to classroom visitations is not permitted. Please call the office if you would like to make arrangements or need additional information.

SECTION II: STUDENT CONDUCT

ATTENDANCE

The educational program offered by this District is predicated upon the presence of the student and requires continuity of instruction and classroom participation. Attendance shall be required of all students enrolled in the schools during the days and hours that the school is in session.

In accordance with the statute, the Superintendent shall require, from the parent of each student of compulsory school age, a (written) statement of the cause for such absence. Brecksville-Broadview Heights City Schools reserves the right to verify such statements and to investigate the cause of each single absence or prolonged absence. The Ohio law and Board Policy consider the following factors to be reasonable excuses for time missed at school:

- Personal illness (a written) physician's statement verifying the illness may be required).
- Illness in the family necessitating the presence of the child
- Quarantine of the home
- Death in the family
- Necessary work at home due to absence or incapacity of parent(s)/guardian(s)
- Observation or celebration of a bona fide religious holiday
- Out of state travel (up to a maximum of 4 days per school year) to participate in a district approved enrichment or extracurricular activity. Any classroom assignment missed due to the absences shall be completed by the student.

A student will be considered to have excessive absences when they have missed, with or without an excuse:

- 38 or more hours in a month
- 65 or more hours in a school year.

Parents will be notified prior to these hours being reached and within 7 days after the date of reaching one of the above indicated measures. Under Ohio Statute, ODE will also be notified of a child's excessive absences.

A student will be considered to be habitually truant when he/she has missed any of the hours listed below without a legitimate excuse:

- 30 or more consecutive hours (5 days)
- 42 or more hours in a school month (7 days)
- 72 or more hours in a school year (12 days)

Parents will be notified prior when thresholds are met. Under Ohio Statute, ODE will also be notified of a child's attendance when it meets the definition of habitually truant.

In addition, your child (in collaboration with the school and parent) may be placed on an attendance intervention plan to further address these concerns. Should the plan be ineffective, charges may be filed in juvenile court to further assist in a child's attendance at school.

Absence Procedures - If your child is absent, you must notify the school by 8:45 AM.

BBHES uses SafeArrival, an attendance system designed to streamline absence reporting. It allows for parents to report absences via an app, website, or phone number and notifies parents when their student is marked absent. Notifications are sent via email, text message, and a follow-up phone call if the absence has not been reported after the initial messages.

With SafeArrival, you are asked to report your child's absence in advance using any of these 3 convenient methods:

1. Using your mobile device, download and install the SchoolMessenger app from the Apple App Store or the Google Play Store (or from the links at home.schoolmessenger.com. The first time you use the app, select Sign Up to create your account. Select Attendance, then Report an Absence.

2. Use the SafeArrival website, home.schoolmessenger.com. The first time you use the website, select Sign Up to create your account. Select Attendance, then Report an Absence.

3. Call the toll-free number (888) 403-5520 to report an absence using the automated phone system.

Guidelines regarding Board adopted policy states that absences will be excused for illness, death in the family, religious holidays and medical appointments. Any other absences will appear on the report card as an unexcused absence. When a student is absent from school because of a doctor appointment, an appointment slip from the doctor can be turned into the main office when your child returns to school.

Late Arrival Procedures: Students who are late to school must check in at the reception area prior to going to the classroom. Parents will be contacted regarding any concerns with excessive tardiness to school.

Early Dismissal Procedures: "Early Dismissal" involves a student leaving school (absent from school) before the end of the school day. For purposes of attendance record keeping, all instances of tardiness and early dismissal will be reflected under the "Tardiness" designation on the report card. A student with any early dismissal or tardy will not receive perfect attendance.

Planned Absence: On rare occasions, parents may find it necessary to remove children from school for a family trip. Although such trips are sometimes necessary, the school does not sanction them. If your child must be absent from school, please notify your child's teacher a week in advance. A planned absence form will be sent home. Complete the form and return it to the office. Specific classroom work and homework will not be sent home prior to a planned absence. However, general guidelines regarding what would be covered during the student's absence can be provided by the teacher. Upon your return, please meet with your child's teacher to determine the assignments that will need to be completed and when each assignment will be due.

BBHCSD STUDENT DRESS CODE/STUDENT ATTIRE

Student dress and grooming should be such that it does not detract from the educational process or have a detrimental effect on the governance and discipline of the school; therefore, students are expected to meet reasonable standards in their dress and grooming.

The following items are considered inappropriate during school hours:

- sun glasses or hats
- bare midriff clothing
- shirts with spaghetti straps
- sagging pants below the hip bone
- clothing that displays reference to tobacco products, alcoholic beverages, drugs or other illegal items
- clothing that depicts violence or is associated with gang activity
- clothing that contains sexual innuendo
- all outerwear must cover underwear
- transparent clothing

Outdoor apparel (coats, vests and jackets) should be placed in the student's locker for the duration of the day. Students who consider the building to be cold should wear sweaters or sweatshirts.

Any student who dresses inappropriately will be referred to the administration. Final decisions concerning standards of grooming will rest with the administration.

Elementary/Preschool Only:

- No flip flops, aquatic sandals, or heelys (all shoes must cover toes)
- Tennis shoes and comfortable clothes must be worn during physical education classes.

SEARCH AND SEIZURE

The Board or its designee reserves the right to search the locker, desk, person and personal property of a student on school grounds, in school vehicles or at any school activity when it is reasonably necessary for the maintenance of order, discipline and safety in the supervision and education of students. At the beginning of the school year, students will be informed that their lockers, desk, persons, and personal belongings, including, but not limited to, purse, athletic bags, and articles of clothing in the locker, are subject to search at any time and without warning. Searches will be based upon reasonable suspicion. In determining whether there is reasonable suspicion, the following factors will be taken into consideration but not limited to: the age, history and school record of the students, the prevalence and seriousness of the problems, the need to avoid delay; and the reliability of the information on which suspicion is based.

PROHIBITED ITEMS

To provide a safe environment free from disruptions to the educational process, students are expected not to bring the following items to school: cell phones, cameras, smartwatches and other non-educational items such as laser pointers, toys and other unnecessary items. BBHES can not be held responsible for lost or stolen items.

Ohio Law requires districts to reduce cell phone distractions and limit cell phone use during school hours. Cell phones brought to school need to be turned off and stored in students' backpacks. These items will be confiscated if being used and appropriate consequences will be given. If confiscated twice, parents/guardians will be asked to pick the item(s) up from school.

BRECKSVILLE-BROADVIEW HEIGHTS CITY SCHOOL DISTRICT
STUDENT CODE OF CONDUCT

This Code shall serve as a guide to all Brecksville-Broadview Heights City School District students. Violation by a student of any one or more of the rules of the Code of Conduct may result in disciplinary action which may include one or more of the following: warning, verbal reprimand, parental contact, working lunch, detention, Saturday school detention, community service, in-school suspension, referral to legal authorities, emergency removal, suspension, and/or expulsion.

The items in this Code apply to all students when under the authority of school personnel; on school-owned vehicles, during a school activity; whether on property-owned, rented, or maintained by another party. The Cuyahoga Valley Career Center is an extension of our school program; therefore, students who elect to attend the career center are subject to disciplinary action based upon the Student Code of Conduct of either Brecksville-Broadview Heights City School District and/or the Cuyahoga Valley Career Center. Consequently, conduct and/or involvement in any activity that may or does result in disciplinary action by one school may be grounds for disciplinary action by the other school. The items in this Code also apply to misconduct, regardless of where it occurs, that is directed against a District student, employee or official, or the property of such student, employee or official, or otherwise causes a substantial disruption with school activities or the overall educational mission of the District.

In the event that a student commits an offense that warrants expulsion, the Superintendent may initiate expulsion proceedings against the student even if the student withdraws from school before the Superintendent has held the hearings or made the decision to expel the student.

SUSPENSION

Pursuant to Section 3313.66 of the Ohio Revised Code, the Superintendent, Principal or Assistant Principal may suspend a pupil from school for not more than ten (10) school days. A student suspension shall not extend beyond the current school year, if at the time the suspension is imposed, fewer than ten (10) days remain in the school year. The Superintendent may instead require a student to participate in a community service program or other alternative consequences for a number of hours equal to the remaining part of the period of the suspension. If the Superintendent elects to do so, the student shall be required to begin such a community service program or alternative consequence during the first full week day of summer break.

During an out-of-school suspension, a student is not permitted on school property and may not attend any school sponsored activities. Students serving a suspension shall be permitted to complete any classroom assignments missed because of the suspension for at least partial credit. If school is closed during this time, the suspension will occur on the next day school is in session.

Suspension may be imposed for violations of the rules and regulations appearing in the Code of Conduct and Board of Education policies on student behavior. However, conduct that is prohibited both as suspension and expulsion violation may subject the student to the greater penalty of expulsion depending on the nature and severity of the student's conduct. In all cases, the decision of which penalty to assess is left to the sole discretion of the appropriate District administrator.

Misconduct for which Suspension may be Imposed

Tobacco/Vaping: The use or possession of tobacco/vaping products, accessories for E-Cigarettes or similar type of paraphernalia in a school building, on or near a school campus, or at any sanctioned school activity on or off of the campus is prohibited. Violation of the rule will be shared with local authorities which may result in a fine.

Gambling: Students shall not participate in games of chance for money or other stakes, bookmaking, wagering, or any other form of gambling.

Honor Violations: Students shall not be involved in activities including, but not limited to: cheating, plagiarism, improper collusion, misuse of privileges, forgery, or falsification of information.

Trespassing: Students shall not enter upon school grounds or premises of a school building to which the student is not assigned, except with the express permission of the school principal of that building. Students may attend or participate in Brecksville- Broadview Heights City School District sponsored events. Students are not permitted to enter upon the grounds or premises of any Board of Education facility when the student has been placed on suspension, expulsion or removal without the express permission of the building principal. Students are not permitted in the school building at such times as the building is closed.

Misuse of Facilities and Equipment: Students shall not use school facilities and/or equipment for uses other than those which were intended. Students shall not damage, destroy or deface school property, or private property on school premises.

Disruption of School: Students shall not use violence, force, noise, coercion, threat, harassment, intimidation, fear, passive resistance, or any other conduct, cause, attempt, or threaten to cause the disruption or obstruction of any mission, process, activity, or function of the school.

Use of Flame Producing Devices: The unauthorized use or possession of matches, lighters, or any other flame producing device on school property is prohibited.

Use of Profane, Indecent, or Obscene Language: Use of language of this type, whether written or verbal, directed toward or used in the presence of school personnel or students is prohibited. This shall include the use of obscene gestures, pictures and signs.

Failure to Complete Minor Disciplinary Sanction: A student who fails to complete an assigned minor disciplinary sanction such as Saturday school, in-school suspension, detention or working lunch will be subject to suspension.

Insubordination or Disrespect: Students who refuse to comply with the directions of school personnel or who talk back to, argue with, or make disrespectful comments toward any staff member or about a staff member will be subject to suspension.

Truancy: A student who misses school, including a study hall, class, lunch or any other assigned activity for part or all of a day without school authorization or who leaves the school building without administrative permission is subject to suspension.

Transmission of Prescription or Non-Prescription Medication: No student shall transmit or attempt to transmit any form of prescription or non-prescription medication to another student.

Fireworks, Smoke Bombs, or Other Similar Devices: No student shall possess, use or threaten to use fireworks, smoke bombs, or any other similar devices while on school property or while participating in any school sponsored activity.

Theft or Unauthorized Possession: Theft or unauthorized possession of school property or equipment, personal property of any District employee or of another student or visitor is grounds for suspension.

Fighting: Fighting among two or more students is grounds for suspension.

Harassment & Dating Violence: Students shall not engage in any obscene, abusive, profane or degrading gestures or expressions; racial, ethnic or religious prejudicial or disrespectful actions; harassment of any kind (including sexual) to any individual or group; intentional act of violence within a dating relationship; or intimidation (including bullying) and/or threats to an individual or group. This includes publication or distribution of materials meeting this description.

Assault: No student shall cause, attempt or threaten to cause physical injury to any person on school property or any school event.

Extortion: Students shall not solicit money or objects of value from other students for any reason.

Complicity: Students shall not be present or in such a position as to allow or assist another student to be in violation of any school rule. This specifically includes, but is not limited to students who serve as "lookouts."

Motor Vehicle Violations: Students shall not engage in reckless, unsafe or unauthorized operation of a motor vehicle on school grounds or at school sponsored activities.

Appearance Code: Students shall not violate school rules pertaining to appearance and dress. Students shall attend dressed in a manner which is clean, not hazardous to their safety or the safety of others and which does not detract from the educational process.

Hazing: No student shall harass, persecute or participate in any act or acts or attempt to threaten, injure, disgrace, or tend to injure, degrade or disgrace any other student.

Gang Activity: Students shall not engage in any gang activity. Any indication of gang activity by the type of dress, apparel, activities, acts, behavior or manner of grooming, displayed, reflected, or participated in by a student is prohibited.

Gross Misconduct/Repeated or Flagrant Violations: Gross misconduct or repeated or flagrant violations of any school rule may result in suspension.

Violation of the Cuyahoga Valley Career Center's Student Code of Conduct: Any violation of the Cuyahoga Valley Career Center's Student Code of Conduct where suspension is normally considered appropriate is grounds for suspension from the Brecksville-Broadview Heights City School District.

Repeated Tardiness: to class or school

Other Grounds for Suspension: Commission of any of the acts which are grounds for expulsion could also result in suspension and/or any acts that constitute a violation of Local, State, or Federal Law.

EXPULSION

Pursuant to Section 3313.66 of the Ohio Revised Code, the Superintendent may expel a pupil from school attendance for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in the semester or term in which the instant it gives rise to the expulsion takes place. If at the time an expulsion is imposed there are fewer than eighty (80) school days remaining in the school year in which the incident that gives rise to the expulsion takes place, the superintendent or his/her designee may apply any remaining part or all of the period of the expulsion to the following year.

Specific offenses involving firearms and knives capable of causing serious bodily injury shall result in the student's expulsion for one (1) year. The term of that expulsion may be reduced to less than one (1) year by the Superintendent for the reasons listed in Board policy. Specific offenses involving violent conduct may result in the student's expulsion for a period of up to one (1) year at the discretion of the Superintendent. Bomb threats may result in the student's expulsion for a period of up to one (1) year at the discretion of the Superintendent.

Misconduct for which Expulsion may be Imposed

Assault: To cause or attempt to threaten or cause physical injury to any person is grounds for expulsion.

Making False Fire Alarms and Bomb Threats: Students shall not, through written, electronic or verbal means disrupt or threaten to disrupt the educational process and/or endanger or threaten to endanger the safety of school occupants by means of false alarms

and/or bomb threats.

Involvement with Alcoholic Beverages: A student shall not possess, transmit, buy, sell, conceal, use or be under the influence of any alcoholic beverage at any time the student is subject to the authority of the school. Use of an alcoholic beverage shall be determined by the professional staff and may include, but not be limited to, detection on the breath of the student, regardless of where the alcoholic beverage may have been consumed. A student shall not consume any alcoholic beverage before arrival at school or a school sponsored or related event or activity.

Involvement with Drugs and Drug Paraphernalia: A student shall not possess, use, transmit, buy, sell or conceal any of the drugs defined as a "drug of abuse" in Ohio Revised Code Section 3719.011 or possess, use, transmit, buy, sell, or conceal any of the drugs defined as "counterfeit controlled substance" in Ohio Revised Code Section 2925.01 or be under the influence of any such drugs. Nor shall any student possess, use, transmit, buy, sell or conceal any drug related paraphernalia at any time the student is subject to the authority of the school. Examples of drugs of abuse include, but are not limited to, narcotic drugs, "look alike" drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, cocaine, or derivatives, glue, or other substances that could modify behavior. A student shall not use any drug of abuse before arrival at school or at a school sponsored or related event or activity. Use of drugs authorized by a medical prescription from a licensed physician shall not be considered a violation of this rule. However, no student may self-administer, or possess, drugs authorized by a medical prescription from a licensed physician, except for asthma inhalers and epipens. Students in grades six through 12, self-administering of non-prescription "over-the counter" medication (aspirin, ibuprofen, cough drops, etc.) shall not be considered a violation of this policy. Students in grades kindergarten through five may not self-administer any medication, whether prescription, non-prescription, or "over the counter." A student who demonstrates behavior seemingly related to drug usage or who exhibits symptoms or physical conditions that may be related to drug usage shall be referred by a staff member for observation and questioning by a school administrator. If the suspicion of drug usage still exists, the parents shall be informed immediately and shall be requested to come to school as soon as possible. Based on his/her professional judgment, the administrator may send the student home in the custody of his/her parents.

Counterfeit, controlled substances or "look-alikes" shall be defined as:

a. Any drug that bears, or whose container or label bears, a trademark, trade name, or other identifying mark used without authorization of the owner or writes such trademark, trade name, or identifying mark;

b. Any unmarked or unlabeled substance that is represented to be a controlled substance manufactured, processed or packed or distributed by a person other than the person that manufactured, processed or packed or distributed it;

c. Any substance that is represented to be a controlled substance but is not a controlled substance or is a different controlled substance;

d. Any substance other than a controlled substance that a reasonable person would believe to be a controlled substance because of its similarity in shape, size and color for its markings, labeling, packaging, distribution for the price for which it is sold or offered for sale.

Disruption of School: A student shall not, by use of violence, force, noise, coercion, threat, harassment, intimidation, fear, passive resistance, or any other conduct, cause, attempt or threaten to cause or urge other students to cause, attempt or threaten to cause disruption or obstruction of any lawful mission, process or function of the school.

Arson/Attempted Arson/Possession of Incendiary Device: Setting fires or the use or possession of any incendiary device is prohibited.

Involvement with Weapons or Dangerous Instruments: A student shall not use, possess, handle, transmit, sell or conceal any object that can be classified as a weapon or dangerous instrument. Weapons or dangerous instruments include, but are not limited to guns, knives, metal knuckles,

straight razors, explosives, noxious irritants, poisons and other dangerous substances along with any item that is a "look alike" of the above, i.e., toy guns, knives, etc. or any object which is used or may be used to inflict physical harm. Weapons violations may result in expulsion for up to one (1) year.

Harassment & Dating Violence: Students shall not engage in any obscene, abusive, profane or degrading gestures or expressions; racial, ethnic or religious prejudicial or disrespectful actions; harassment of any kind (including sexual) to any individual or group; intentional act of violence within a dating relationship; or intimidation (including bullying) and/or threats to an individual or group. This includes publication or distribution of materials meeting this description.

Violation of the Tobacco/Vape Policy: A student who violates the tobacco/vape policy for the third time is subject to expulsion.

Repeated or Continued Violation of Minor School Conduct Rules or Rules for which Suspension may be imposed: If, after out-of-school suspension, a student continues to violate minor school conduct rules, expulsion may result at the next step. Additionally, a student who has been suspended may be expelled for new suspend able conduct after having served an out-of-school suspension.

Violation of the Cuyahoga Valley Career Center Student Code of Conduct: Violation of the Cuyahoga Valley Career Center Student Code of Conduct by committing an offense for expulsion is normally considered appropriate as grounds for expulsion from the Brecksville-Broadview Heights City School District.

Violation of Local, State or Federal Laws: Any act that would be a criminal offense when committed by an adult that results in serious physical harm to persons or property (as defined by Section 2901.01 of the Ohio Revised Code) is prohibited and may subject the offender to expulsion for up to one (1) year. Violation of criminal laws will also result in referral from criminal prosecution to juvenile court.

PROCEDURE FOR SUSPENSION, EXPULSION AND EMERGENCY REMOVAL

SUSPENSION PROCEDURE:

The Superintendent, Principal and Assistant Principal are the only District employees who have the authority to suspend a student. The suspension procedure is as follows:

1. The Superintendent, Principal or Assistant Principal must give the pupil a written notice of the intention to suspend and the reasons for the intended suspension. When the intended suspension is for the following reasons and the student suspended is 16 years of age or over, the notice will also indicate the student may also be subject to permanent exclusion from school if the code of conduct violation is one of the following:

    a. Illegal conveyance or possession of a deadly weapon or dangerous ordnance, carrying a concealed weapon, aggravated trafficking, trafficking in drugs, trafficking involving the possession of a bulk amount of a controlled substance or the sale of a controlled substance; and/or
    b. Acts in violation of Ohio Revised Code Sections 2903.01, 2903.02, 2903.04, 2903.11, 2903.12, 2907.02, 2907.05, or the former Ohio Revised Code Section 2907.12.

2. The student will be given an opportunity to appear at an informal hearing before the Principal, Assistant Principal, or the Superintendent or his/her designee, and challenge the reason(s) for the intended suspension or to otherwise explain his/her actions.

3. The Principal, Superintendent, or Assistant Principal shall within one (1) school day after the time of a pupil's suspension, mail written notification to the parent, guardian, or custodian of the pupil and the Treasurer of the Board of Education of such suspension.

4. The written notice of the suspension must include: the reasons for the suspension; the inclusive dates of the suspension; a statement that the pupil, parent, guardian, or custodian has the right to appeal in writing to the Board of Education or its designee.

5. The pupil, parent or guardian shall have five (5) school days to appeal the suspension. The appeal must be made in writing and submitted to the Board of Education or its designee.

6. The appeal hearing of a suspension before the Board of Education or its designee shall be held within five (5) school days after the appeal is made.

7. At the appeal hearing before the Board of Education, the pupil, parent, guardian or custodian has the right for parental or legal representation; the right to request that the hearing be held in executive or public session; and the right to be heard against the suspension. The Board of Education may have legal counsel and the Board or its legal counsel shall make a verbatim record of the hearing. Verbatim can mean the use of a stenographer, a tape recorder, or other mechanical device.

8. At the request of the pupil, parent, guardian, custodian or legal representative, the Board of Education may hold the hearing in either public or executive session but shall act upon such suspension only at a public meeting. The Board of Education or its designee may, by majority vote of its full membership, affirm the order of suspension, or any reverse, vacate or modify the order of suspension.

9. In the event that the hearing is conducted by the Board of Education's designee, the Board will automatically adopt the findings of the designee.

10. The decision of the Board of Education may be appealed to the Court of Common Pleas under provisions of Ohio Revised Code 2505.04.

EXPULSION PROCEDURE:

1. The Superintendent shall give the pupil and his parent, guardian, or custodian, written notice of the intention to expel the pupil and the reasons for the intended expulsion. The Superintendent shall institute expulsion proceedings with respect to any student who has committed an act warranting expulsion even if the student has withdrawn from school after the incident, but before the expulsion is imposed, and, if warranted after a hearing, shall impose the expulsion as if the student had not withdrawn.

2. The notice to the pupil and his parent, guardian, custodian, or representative, shall include notice of the opportunity to appear in person before the Superintendent or his/her designee at an informal hearing to challenge the reasons for the intended expulsion, or to otherwise explain the pupil's actions.

3. The notice must also state the time and place to appear to challenge the possible expulsion. The informal hearing must not be scheduled less than three (3) school days or later than ten (10) school days after the notice is given, unless the Superintendent grants an extension of time at the request of the pupil, or his parent, guardian, custodian, or representative. If an extension is granted after giving the original notice, the Superintendent or designee shall notify the pupil, and his parent, guardian, custodian, or representative, of the new time and place to appear.

EMERGENCY REMOVALS OF STUDENTS

If a student's presence poses a continuing danger to persons or property, or an ongoing threat of disrupting the academic process, the Superintendent, Principal, or Assistant Principal may remove the student from curricular activities or from the premises. A teacher may remove the student from curricular activities under his supervision, but not from the premises. If a teacher makes an emergency removal, the reasons will be submitted to the principal in writing as soon after the removal as practicable. In all cases of normal disciplinary procedures where a student is removed from a curricular or extracurricular activity for less than

24 hours and is not subject to further suspension or expulsion, the due process requirements do not apply.

If the emergency removal exceeds 24 hours, then a due process hearing will be held as soon as possible, but in all cases within 3 school days after the removal is ordered. Written notice of the hearing and the reason for removal and any intended disciplinary action will be given to the student as soon as practicable prior to the hearing. The student will have the opportunity to appear at an informal hearing before the principal, assistant principal, superintendent, or designee, and has the right to challenge the reasons for the intended suspension or otherwise explain his actions. The person who ordered or requested the removal will be present at the hearing, and within 24 hours of the decision to suspend, written notification will be given to the pupil, parent, guardian or custodian of the student, and treasurer of the Board. This notice will include the reasons for the suspension and the right of the student or parent to appeal to the Board's designee.

If the superintendent or principal reinstates a student prior to the hearing for emergency removal, the teacher may request and will be given written reasons for the reinstatement. The teacher cannot refuse to reinstate the student. In an emergency removal, a student can be kept from class until the matter of his misconduct is disposed of either by reinstatement, suspension, or expulsion.

Any appeal to the Board's designee shall follow the procedures of the suspension policy. Procedural safeguards must be followed for all removals of handicapped students in accordance with the student's individual education program.

DISCRIMINATION/HARASSMENT

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

Employees or students who engage in discrimination/harassment of another employee or student shall be subject to disciplinary action. Permission, consent or assumption of risk by an individual subjected to discrimination/harassment does not lessen the prohibition contained in this policy.

The Board's policy of nondiscrimination will extend to students, staff, job applicants, the general public and individuals with whom it does business and will apply to race, color or national origin, citizenship status, religion, sex, economic status, age, handicap and other human differences. The Board designates and authorizes the following individuals to oversee and coordinate its efforts to comply with Title IX and Anti-Harassment Guidelines (Board Policy 5517 and Form 5517F1).

To file a report contact:

Director of Human Resources 440-740-4000

6638 Mill Road, Brecksville, OH 44141

Director of Pupil Services 440-740-4000

6638 Mill Road, Brecksville, OH 44141

BULLYING AND OTHER FORMS OF AGGRESSIVE BEHAVIOR:

GENERAL STATEMENT

The Board of Education prohibits acts of harassment, intimidation, or bullying. The School District is committed to providing a safe, positive, and productive educational environment for all of its students. All members of the school community should be treated with dignity and respect. Bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe environment. Harassment, intimidation, or bullying of students or personnel by students, school personnel, or school volunteers is prohibited, whether in the classroom, on school property, on school

buses or vehicles, at school-sponsored events, or in cyber-space. Demonstration of appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of students, administrators, faculty, staff, and volunteers.

DEFINITION OF HARASSMENT/INTIMIDATION/BULLYING

"Harassment, intimidation, dating violence, or bullying" means any intentional written, verbal, graphic, gesture, physical, or psychological act that a student or a group of students exhibits more than once toward another particular student(s). It is conduct that meets all of the following criteria:

1. a deliberate act which causes mental or physical harm to the other student(s)

2. is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s);

3. takes place on school property, in a school bus or vehicle, and those occurring off school property if the student, employee, or volunteer is at any school-sponsored, school approved or school related activity or function, such as field trips or athletic events where the students are under the school's control, in a school vehicle, or is engaged in school business.

Harassment, intimidation, or bullying includes, but is not limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name-calling, taunting, making threats, dating violence, and hazing or behaviors that have the effect of insulting or demeaning any student or group of students in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.

The actions can be an electronically transmitted act (i.e., internet, e-mail, cellular telephone, personal digital assistant (PDA), social media or wireless hand-held devices) that a student(s) or a group of students exhibits toward another particular student(s) and the behavior both causes mental and/or 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 student(s).

SEXUAL HARASSMENT:

GENERAL STATEMENT

Sexual harassment is inappropriate, offensive and detrimental to the creation of a healthy educational environment. All students have a right to be educated in an environment free from sexual harassment and all Board employees have a right to work in an environment free from sexual harassment. In addition, all persons coming in contact with the District have a right to experience an environment free from sexual harassment.

The Brecksville-Broadview Heights School District Board of Education prohibits sexual harassment of or by any student or Board employee. This prohibition encompasses sexual harassment which may occur between employees, between students, between a student and an employee, or between an employee and a member of the public coming in contact with the District. This policy applies to conduct during and relating to school and school sponsored activities.

DEFINITION OF SEXUAL HARASSMENT

1. Submission to such conduct is made either explicitly or implicitly as a term or condition of an individual's employment, or academic status or progress;

2. Submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting the individual.

3. Submission to or rejection of the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, opportunities or activities available at or through the school.

4. Such conduct has the purpose or effect of unreasonably interfering with or having a negative impact on the individual's academic or work performance, or of creating an intimidating, hostile or offensive educational or work environment for the individual.

5. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of sexual nature which may violate the security, dignity, self-worth, safety, or the ability to work in an environment free of sexual harassment.

6. Sexual harassment may include, but is not limited to:
    a. Unwelcome sexual flirtations, touching, advances, or proposition
    b. Verbal or physical abuse of a sexual nature
    c. Graphic or suggestive comments about an individual's dress or body
    d. The use of sexually degrading words to describe an individual
    e. Displaying sexually aggressive objects or photographs
    f. Sexually explicit or obscene jokes

PROCEDURES FOR REPORTING AND INVESTIGATING ANY TYPE OF HARASSMENT

It is the responsibility of every supervisor and principal to recognize acts of harassment and take necessary action to ensure that such instances are addressed swiftly and effectively. Consequently, all administrative and supervisory staff in schools, offices and other facilities should be aware of and responsible for implementing the harassment complaint resolution procedures established through this policy.

Persons who have reason to believe that harassment/bullying has occurred should promptly report the incident:

1. (For Students reporting) to his/her principal, other administrator, school counselor, or teacher.

2. (For Employees reporting) to his/her building principal; for employees in the Maintenance Department, Transportation Department, or the Education Center, to the Director of Human Resources. Administrators would report to the Superintendent.

Subject to legal reporting obligations, considerations of safety and any determination that is made to notify the parent or guardian of a minor student, reasonable measures shall be taken to keep the incident confidential.

TOBACCO/ALCOHOL/DRUG POLICY FOR EXTRACURRICULAR ACTIVITIES AND INTERSCHOLASTIC ATHLETES

STATEMENT OF PHILOSOPHY:

The Board of Education, administrators, athletic department and activity advisors of the Brecksville-Broadview Heights City Schools consider participation in extracurricular activities and interscholastic athletics to be a privilege, not a right. Students are volunteering to participate in these programs and are expected to accept the responsibilities granted them by this privilege.

As representatives of our school district, students involved in extracurricular activities and interscholastic athletics are scrutinized by the public, become role models for young children and peers, and are ambassadors to our community. In choosing to accept this role, participants also choose the responsibilities of living a tobacco, alcohol and drug free lifestyle. Although this policy outlines the expectations and consequences required of students choosing to participate in extracurricular activities and interscholastic athletics, the parent(s) or guardian(s) retain the ultimate responsibility of promoting healthy lifestyle choices for their children and are encouraged to work cooperatively with school officials to support these ideals throughout the child's entire educational experience in the Brecksville-Broadview Heights Schools.

In keeping with the philosophy of education, the Board of Education, administrators, athletic department, and activity advisors of Brecksville-Broadview Heights City School District view tobacco, alcohol, and drug use not only as a violation of the law, but as a problematic behavior which has an adverse effect on individuals and the programs in which they are involved. It is the intent, therefore, to support a disciplinary program which encourages students to recognize and deal with the causes for their use through contact with the appropriate agency (C.A.P.A., private counselors, treatment facilities, etc.) rather than being strictly punitive in nature.

This policy will be in effect during the entire calendar year, inclusive of all training, conditioning, practices, or other school related/sponsored activities, and the policy remains in effect 24 hours a day, 7 days a week (24/7—365 days).

TOBACCO AND TOBACCO PRODUCTS, ALCOHOL AND DRUGS

Possession and/or Use of Tobacco and Tobacco Products, Alcohol or Drugs:

In accordance with the rules of Brecksville-Broadview Heights City School District, except for supervised medications prescribed by a physician, a student under the influence, using, possessing, buying or receiving drugs (narcotics, hallucinogens, intoxicants, counterfeits, look-alikes, designers,) anabolic steroids, controlled substances and alcohol at any time and at any place is in violation of the code and, if apprehended by school or appropriate law enforcement personnel, is subject to the following consequences:

First Violation:

The first-time offender will be denied participation in all extracurricular and/or athletic programs for one full calendar year from the date of violation. If the student agrees to schedule himself/herself into and complete the first available school Insight Program, the term of denial will be up to 20% of the activity time for extracurriculars up to 20% of scheduled competition time for athletes in any sport in which the students participate. Upon completion of the program, the student must be willing to follow the recommendations provided. If no school Insight Program is presently available, the student's parents may choose, at their own expense, to enroll the student in an outside school-approved program. Completion of the program is mandatory.

For a student involved in extracurricular activities, up to 20% of the activity time is imposed from the time the advisor has notified the student of probation. If the offense occurs late in the school year, the denial to participate may, if necessary, be carried over into the next school year's extracurricular participation. The term of denied participation is determined by the building administrator and extracurricular advisor.

For athletes, a full season is defined as including all the contests scheduled for a specific sport. Should the offense occur in mid-season, the denial to participate may, if necessary, be carried over into the next seasonal sport that the athlete wishes to participate. The number of contests to be missed will be determined by the athletic director, building administrator and athlete's coach.

Second Violation:

A second offense during the student's high school career will result in denial of participation in all extracurricular and/or athletic programs for one full calendar year from the date of violation. The second-time offender may reduce that denial to participate to one-half of the school year for extracurriculars or to one full season for athletes after completing a professional assessment and complying with the recommendations made by the assessing agency. The assessing agency must be chosen by agreement between the parents of the student and the school administration with assistance from the CAPA Coordinator.

Violations Beyond a Second Offense:

Additional violations of the alcohol/drug policy past the stipulated number of incidents will result in permanent denial to participate in any extracurricular and/or athletic programs until the offender has successfully completed a treatment program which is acceptable to the building administration and the CAPA Coordinator. The student shall be

denied participation for a minimum of one calendar year from the date of violation and must apply for reinstatement in the extracurricular and/or athletic program after completing the treatment program.

Sale and/or Distribution:

Students in violation of selling or distributing alcohol and/or drugs will be dealt with according to the Code of Student Conduct and shall be denied future participation in any extracurricular or athletic program.

Self-Referral by Students:

Students may take advantage of a self-referral procedure to seek information, guidance, counseling and/or assessment in regard to his/her use of alcohol and/or drugs. First time voluntary referrals do not carry any punitive consequences.

1. Students are allowed one (1) voluntary referral during their high school participation.

2. Self-referrals can be made by the student or by his/her immediate family.

3. Self-referral cannot be used as a method to avoid consequences once a rule of the Brecksville-Broadview Heights City School District's extracurricular and interscholastic athletic policy is violated and a student has been identified as having violated that rule.

4. Students must make self-referrals to an advisor, coach, athletic director, teacher, administrator, counselor, or the district

C.A.P.A. Coordinator.

5. Self-referrals will lead to placement and completion in the schools' Insight Program and/or referral to an approved assessing agency.

Those referrals to an assessing agency will remain confidential; however, proper release of information forms must be on file with the designated trained chemical dependency personnel.

DISCIPLINARY/DUE PROCESS EXPLANATION AND PROCEDURES:

1. Participation in practice for students in violation may be allowed at the discretion of the athletic director, athlete's coach, activity advisor, and building administrator. However, the student may not dress/participate with the team for contests/performances.

2. All students must complete the Insight Program by the end of the school year. Non-compliance will result in underclassmen (freshman, sophomore and junior) being ineligible for further participation in extracurricular or athletics until the Insight Program has been completed. Seniors noncompliant will not be eligible to receive awards and/or recognition for the activity they participated in or the sport they played.

3. At no time is Brecksville-Broadview Heights City School District responsible to incur fees for chemical dependency assessment/treatment/ counseling. Financial responsibility for these recommendations must be incurred by the parent and/or legal guardian.

4. Notification Process: The principal, assistant principal, organization advisor or the athletic director will submit immediate written notification to the parent/guardian and student of disciplinary action.

5. Situations not covered in this policy will be reviewed by the extracurricular advisor, athletic department and the administration with a final decision being made by the building principal.

6. In certain circumstances, advisors of activities, clubs, and organizations may wish to hold an appeals hearing with the building administrator and the C.A.P.A. Coordinator in regard to a student's continued involvement.

7. Students apprehended by law enforcement agencies for use of illegal substances (i.e. alcohol or other drugs) are referred to the C.A.P.A. office year round and must participate in the Insight Program. (8/94)

8. [Adoption Date: September. 26, 1994] [Reviewed Date: July 23, 2001] [Revision Date: May 24, 2004]

NETWORK ACCEPTABLE USE AND SAFETY

The Brecksville-Broadview Heights City schools recognize that our students live in a world of increasingly sophisticated technology and greatly enhanced communication. We further recognize that the availability of an ever-present and virtually unlimited information resource has profound implications for instruction. We therefore believe that it is imperative to provide Internet access to our students and staff.

OVERVIEW

The Acceptable Use and Safety detailed here is designed to articulate the appropriate use of computer networks, including the Internet, in the instructional setting of our schools. This document seeks to set ground rules that will forestall problems that could surface in such an unfettered environment. User compliance with these rules will help ensure a safe and appropriate learning environment.

To this end, the district will employ reasonable technology solutions, including Internet filtering software, to restrict access to objectionable material. Internet access by students will be monitored by staff or software at all times.

NETWORK ACCESS

All students and employees are eligible to access the network resources in our school buildings. Except in cases involving specific class projects, students will not have access to chat rooms, online messaging systems, or other forms of direct electronic communication in school.

Parents who would like their children to be denied access to the Internet in school should notify each child's building principal in writing at the beginning of each school year for which they would like this access to be denied.

Internet privileges may be denied, suspended, or revoked as a consequence of violation of the provisions of this Acceptable Use Policy. Furthermore, Brecksville-Broadview Heights City Schools administrators and staff will cooperate fully with law enforcement officials when there is suspicion that unlawful activity has taken place.

CODE OF CONDUCT

Network users must be aware that there are materials on the Internet that may be defamatory, abusive, obscene, profane, sexually oriented, threatening, racially or sexually offensive, or illegal. These materials include graphics, sounds, digital film clips, text, and other forms of media. Users of the Brecksville-Broadview Heights City Schools network agree not to use school district resources to download, copy, upload, transmit, forward, or display any such materials.

Network access is provided to support the curriculum and operations of our district. Any other use, including use of the network for personal, political, or commercial purposes is prohibited. Network users are expected to respect all applicable laws. Particularly, users agree to abide by copyright laws. Material retrieved from the Internet may not be plagiarized for any purpose. Material that is to be republished in any format may only be used with the permission of the copyright holder. Commercial software may not be downloaded, copied, installed, transmitted, uploaded, or forwarded.

Network users agree to follow security guidelines. A user will not use another person's account, pretend to be someone else, or attempt to conceal his or her identity on the network. Users will not give others access or permission to use their accounts. Users will not re-post personal communications without the author's consent. Students will not give out personal information such as address or phone number, send other users pictures of themselves, or agree to meet with people encountered online. Exceptions to avoiding such sharing of personal information may occur only within the context of projects directed by and under the supervision of a teacher.

Any interference with the normal operations of the network will not be permitted. This includes vandalism or removal of computer hardware, installation or use of unapproved software, the unauthorized changing of network software settings, attempts to circumvent security or internet filtering software, and the

installation, copying, uploading, transmission, propagation, or creation of computer viruses of any kind. Any attempt to gain unauthorized access to information or data on the network is prohibited.

Electronic mail and other communications are not a private matter. School administrators have the authority to inspect e-mail that is transmitted through the district's network. The district reserves the right to monitor all electronic communications. E-mail use that contradicts provisions of the Acceptable Use Policy will be handled appropriately. Specifically, illegal activities will be reported to law enforcement personnel, and unacceptable communications can result in network privileges being denied, suspended, or revoked as well as other discipline. Users are expected to follow generally accepted network etiquette guidelines.

DISCLAIMER

The information gathered from the Internet does not reflect the views of the Brecksville-Broadview Heights City Schools. The district does not endorse the veracity or utility of any materials obtained using its equipment or access to network resources. The school district is not responsible for the consequences of receiving or using advice or information from an Internet source. Neither is it responsible for the consequences of any disruption or changes in services of its network or Internet connection, nor for loss of data stored on its system.

BUS RULES AND REGULATIONS
(Adapted from the Ohio Revised Code, 3301-83-20 and 3301-83-08)

1. No one shall interfere with the driver's operation of the bus.
2. No unauthorized person shall sit in the driver's seat or operate any controls.
3. The driver has the authority to assign seats.
4. Students must board and leave the bus at their designated bus stop unless they have parental and administrative permission to do so.
5. Forbidden cargoes include animals, firearms, ammunition, explosives, flammable substances, and all other dangerous materials or objects.
6. No one shall have in their possession any tobacco, alcohol, or other illegal drugs or substances.
7. No one shall throw any objects on, from, or into the bus.
8. No one shall cause any part of his or her body to project from the bus window.
9. No one shall eat or drink while on the bus.
10. No one shall cause damage to any part of the bus.
11. Profane language and fighting are prohibited on the bus.
12. Noise shall be kept to a minimum at all times to insure safety.
13. Students must remain in their seats at all times.

The driver has the authority to enforce the above rules and regulations and may issue citations. Students shall conduct themselves on the school bus as they would in the classroom. Reasonable conversation is permissible. Continued disorderly conduct or refusal to obey the driver shall be sufficient reason for losing the privilege of riding the bus to and from school and for extra-curricular activities and field trips.

CONSEQUENCES FOR BUS MISCONDUCT

1st Offense – A Bus Citation is issued by the bus driver, the principal/assistant principal is informed, student is counseled and a bus citation is sent home/parent signature is required on the citation.

2nd Offense – a second Bus Citation is issued by the bus driver, the principal/assistant principal is informed, student is counseled and a bus citation is sent home/parent signature is required on the citation.

3rd Offense – a third Bus Citation is issued by the bus driver, the principal/assistant principal will contact the parent/guardian by phone and letter, and the student may be suspended from the district transportation for 1 day.

4th Offense – a fourth Bus Citation is issued by the bus driver, the principal/assistant principal will contact the parent/guardian by phone and letter, and the student may be suspended from the district transportation for 3 days.

5th Offense – a fifth Bus Citation is issued by the bus driver, the principal/assistant principal will contact the parent/guardian by phone and letter, and the student may be suspended from the district transportation for 5 days.

6th Offense – a sixth Bus Citation is issued by the bus driver, the principal/assistant principal will contact the parent/guardian by phone and letter, and the student may be suspended from the district transportation for 10 days. Additional Citation(s) may result in permanent removal, if warranted.

These steps may be omitted if immediate removal/suspension is warranted.

BRECKSVILLE - BROADVIEW HEIGHTS ELEMENTARY SCHOOL
PARENT HANDBOOK
2026 -2027

3500 Oaks Road
Brecksville, Ohio 44141

Website: www.bbhcsd.org
Twitter: @BBH_Elementary

StopIt Reporting Hotline: (440) 381-8983

Jeffrey Harrison, Superintendent

Board of Education
Mark Dosen, President
Ellen Kramer, Vice President
Lisa Galek
Tish Kwiatkowski
Eva Omara

Primary School K-2

Mrs. Colleen Toth Head Principal
Mrs. Beth Adams, Assistant Principal
Melody Davies, Secretary
Mrs. Rebecca School, School Counselor
Mrs. Halle Halub, School Counselor

Intermediate School 3-5

Mr. Robert Magyar, Head Principal
Ms. Tina McCauley, Assistant Principal
Maria Camperchioli, Secretary
Ms. Taylor Hendershot, School Counselor
Mrs. Lauren Filippi, School Counselor

Administrative Assistant
Sheyenne Uhlir

Attendance Secretary
Heather Rakestraw

Note: This Student/Parent Handbook is based in significant part on policies adopted by the Board of Education and Administrative Guidelines developed by the Superintendent. This Handbook replaces all prior handbooks and other prior written material provided on the same subjects. This Handbook does not equate to an irrevocable contractual commitment to the student, but only reflects the current status of the Board's policies and the School's rules. If any of the policies or administrative guidelines referenced herein are revised, the language in the most current policy or administrative guideline prevails. Copies of current Board policies and administrative guidelines are available on the District's website.

TABLE OF CONTENTS

Principal's Message
Culture Playbook
Equal Education Opportunities
School Day
Student Responsibilities
Student Well Being
Home-School Communication
- Parent Teacher Conference
- Assignment Books
- Reports
- Meet and Greet Nights
- Open House
- School Website
- PSO Information

Section I - General Information
Enrollment and Registration
School Clinic
- Medications Taken At School
- Illness and Fevers
- Vision and Hearing
- Injury and Healthcare Needs

Academic and Mental Health Services/Supports
- Students with Disabilities
- Gifted
- Response to Intervention
- School Counseling
- Red Oak Behavioral Health

Therapy Dog
Testing Schedule
Beekeepers Before and After School Program
Student Fees and Fines
Cafeteria
Breakfast
Playground and Recess
BBHES Indoor Slide
Student Valuables
Lost and Found
Parties and Birthdays
Therapy Dog
Safety and Security
SafeSchools Reporting Hotline
Visitors

Section II - Student Conduct
Attendance
- Absence Procedures
- Early Dismissal
- Late Arrival Procedures
- Planned Absence

BBHCSD Student Dress Code/Student Attire
Search and Seizure
Prohibited Items

Student Conduct
Discrimination and Harassment
Bullying and Aggressive Behavior
Network Acceptable Use and Safety Policy

Section III - Transportation
Transportation of Students by Private Vehicle
Bus Transportation to School
Bus Conduct
Consequences for Misconduct

PRINCIPAL'S MESSAGE

Dear Brecksville - Broadview Heights Elementary School Community:

It's a true privilege to serve as the principals of Brecksville - Broadview Heights Elementary School. Our commitment is unwavering in ensuring that the upcoming school year leaves a lasting impression on our school community. Leading the incredible team and students of BBHES fills us with excitement, and we are dedicated to continuing our tradition of providing enriching learning experiences.

At Brecksville - Broadview Heights Elementary School, we are devoted to nurturing the academic, social, and emotional development of each child while instilling a passion for learning. Our approach involves a range of initiatives aimed at fostering creativity and innovation within our classrooms, all within a caring and secure environment. Establishing and nurturing strong connections with parents, students, staff, and community partners is vital to our mission of guiding our students towards success.

Together, we are committed to equipping our students with the skills they need to thrive emotionally, academically, and globally. We are deeply thankful for the opportunity to serve this remarkable community and am dedicated to creating an unforgettable elementary school journey for your children. We eagerly anticipate the upcoming school year and the exciting opportunities it holds for our students and families alike.

In Partnership,

Mrs. Colleen Toth, Primary Head Principal
Mr. Robert Magyar, Intermediate Head Principal
Brecksville - Broadview Heights Elementary School

Brecksville
Broadview Heights
City School District

EDUCATE. EMPOWER. ENGAGE.

OUR MISSION

The BBHCSD exists to rigorously educate our students to the highest standards, to boldly empower our school family with exciting learning experiences, and to collaboratively engage our community to cultivate productive future citizens of a global society.

OUR VISION

The BBHCSD will be the destination district by pushing the boundaries of academic excellence and expanding innovative opportunities for students, while advocating for all, in a safe and accountable educational environment.

ATTRIBUTES OF A BEE

FUTURE READY

BBH students will become lifelong learners and acquire career knowledge along with core technical skills. Bees will be independent thinkers, problem-solvers and possess communications and listening skills.

EMOTIONALLY PREPARED

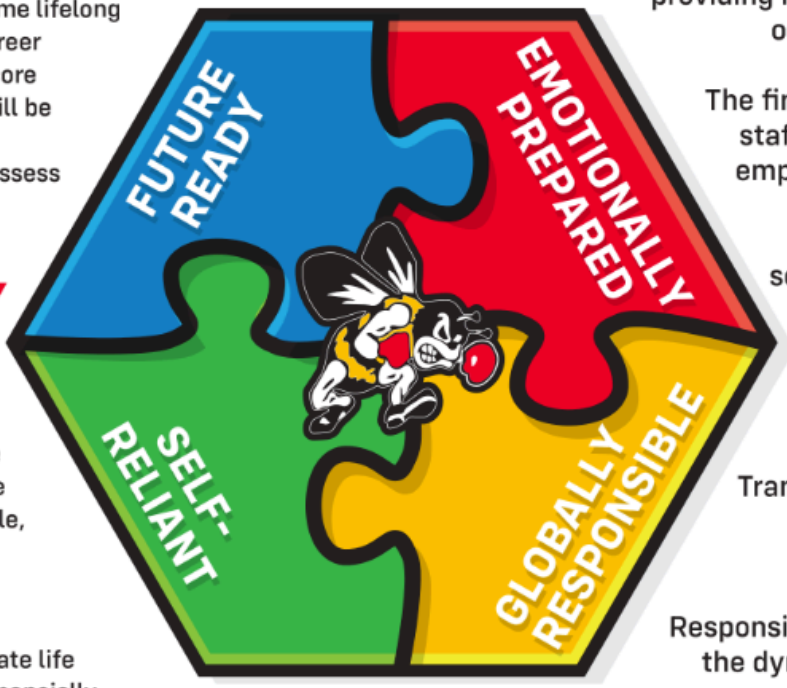
Bees will be self-aware and self-confident and have a growth mindset, while being resilient, adaptable, and flexible.

SELF-RELIANT

Bees will have appropriate life skills, be resourceful, financially savvy, and be self-directed.

GLOBALLY RESPONSIBLE

Our graduates will be engaged citizens, team collaborators, strong stewards of the environment, with broad horizons.



OUR COMMUNITY'S SCHOOL VALUES

Academic excellence and providing innovative learning opportunities for all

The finest educators and staff to constructively empower our students

School safety and security in protocol, action, thought in creating a welcoming school climate

Transparent, engaging and collaborative communications

Responsible stewardship of the dynamic resources in the BBHCSD

Comprehensive preparedness of our students' future college and career pathways

Protecting the Banner of the BBHCSD!

Brecksville-Broadview Heights City Schools

-BBHCSD Culture Playbook-

Brecksville Broadview Heights City Schools

The Heart of the Hive

BELIEFS - BEHAVIOR - OUTCOME

Belief	Behavior	Outcomes
Bee Your Best	• Challenge Yourself • Actively Engage • Own your Choices	Always Improving
Bee One Community	• Respect Differences • Build Relationships • Empower Others	Stronger Together
Bee the Future	• Act with Purpose • Pursue your Plan • Live Forever Proud	Leave a Legacy

www.bbhcsd.org

Connect with us! @bbhcsd

Brecksville-Broadview Hts. City School District

Brecksville Broadview Heights City Schools

Bee Your Best

Challenge Yourself

We embrace productive discomfort and develop a habit of learning. We set goals to build on our strengths and improve our skills. We understand that hard work is necessary to achieve our goals. We choose to step up and strive to do the right thing, even when it's difficult. We will persevere through our challenges. *Failure will be the catalyst to success.*

Actively Engage

It is our responsibility to be active participants and contribute to the task at hand. We need to show up, get our mind right, and put effort in all we do. Each one of us needs to engage with purpose: ask questions and actively listen. Take time to understand. *Do the work.*

Own Your Choices

We choose our attitudes, our beliefs, and our behaviors. We own our mistakes and learn from them. Our choices influence our culture; we are intentional and purposeful in our decisions and responses. *Own it.*

Always Improving

Brecksville Broadview Heights City Schools

Bee One Community

Respect Differences

We are strengthened by, and value, the diversity within our community. We actively embrace differences in solving problems, achieving goals, and navigating the future. Everyone deserves respect and validation for who they are, what they do, and for the life and path they choose. *All voices matter.*

Build Relationships

Our community flourishes and grows through individual and collective contributions. The relationships we build within the community foster kindness, mutual respect, and understanding. We interact with one another with compassion and sensitivity. *We care.*

Empower Others

Our community is only as strong as each individual. Everyone has a collective responsibility to influence, mentor, lead, and be examples for one another. We seize opportunities to facilitate and encourage individuals to grow. *Make a difference for someone else.*

Stronger Together

Brecksville Broadview Heights City Schools

Bee the Future

Act with Purpose

Everyone has a purpose. Our intentional actions and behaviors positively impact ourselves and others. We develop and pursue our "why" through skillful and deliberate decisions. *Live your "why."*

Pursue your Plan

We are persistent in creating and following our plan to achieve our goals. Through this we grow beyond our abilities, expand our boundaries and maximize our potential. *Never give up.*

Live Forever Proud

We are proud Bees. We value our heritage and celebrate the successes of our community. We understand the importance of the work we do every day and take pride in the impact of our contribution. *Make your mark.*

Leave a Legacy

EQUAL EDUCATION OPPORTUNITY

The Brecksville-Broadview Heights City School District Board of Education affirms its commitment to provide an equal educational opportunity to each of its students. Students have the right to be free from discrimination on the basis of race, sex, marital status, pregnancy, national origin, citizenship status, physical disability, political activity, religion, creed, or opinion in all decisions affecting admissions; membership in school-sponsored organizations, clubs or activities; access to funds, academic evaluations or any other aspect of school-sponsored activities. Any limitation with regard to participation in a school-sponsored activity will be based on criteria reasonably related to that specific activity.

Any person who believes that s/he has been discriminated against on the basis of his/her race, color, disability, religion, gender, or national origin while at school or a school activity should immediately contact the School District's Compliance Officer(s):

Cassandra Spangler
Director of Pupil Services
Title IX Coordinator
440.740.4017

Any student making a complaint or participating in a school investigation will be protected from retaliation. The Compliance Officer(s) can provide additional information concerning equal access to educational opportunity.

SCHOOL DAY

BBHES PHONE:	440-740-4100	
SCHOOL HOURS:	Grades K - 5:	9:00 am - 3:40 pm
	Morning Half Day Kindergarten:	9:00 am - 11:45 am
	Afternoon Half Day Kindergarten:	12:45 pm - 3:30 pm

The school day begins at 9:00 AM. Children are permitted in the building at 8:45 AM when supervision begins. **Please do not drop off your child before 8:45 AM as there is no available supervision.**

The instructional day ends at 3:30 PM. At approximately 3:40 PM, students who are walking home, who attend Beekeepers, or being picked up are dismissed.

Students being picked up after school, will be dismissed through the front loop of the school. Parents must "announce" arrival via the PikMyKid App or with the printed car visor tag and proceed to the carline. Parents should remain in their car. Staff will assist with the car line. Children who ride the bus will wait in their classrooms until their bus is called. Typically, all buses depart school by 4:00 PM.

STUDENT RESPONSIBILITIES

The School's rules and procedures are designed to allow students to be educated in a safe and orderly environment. All students are expected to follow staff members' directions and to obey all school rules. Students must arrive at school on time, prepared to learn and participate.

HOME-SCHOOL COMMUNICATIONS

In order to keep parents informed of their child's progress in school, parents will be provided information on a regular basis and whenever concerns arise. The School may use email, mail or kid-mail when appropriate. Parents are encouraged to build a two-way link with their child's teachers and support staff by informing the staff of suggestions or concerns that may help their child better accomplish his/her educational goals.

Parent Teacher Conferences: Parents of pupils in grades K-5 may be invited to school for a conference with the teacher at least once during the school year. Either the parent or the teacher may initiate conferences at any time during the school year. The official school calendar provides two evenings that are set aside for parent-teacher conferences. We encourage communication between parents and teachers throughout the school year.

Assignment Books: Assignment books are used for daily communication, homework, classroom projects, upcoming events for grades 4 and 5 only.

Report Cards: Report cards will be posted electronically through Powerschool within one week from the close of each marking period. Paper copies may be requested through the school office. All K-2 students will receive report cards for quarters 2, 3, and 4 only. Quarter one progress will be reported through conferences.

Meet and Greet: Early in the school year parents are invited to our annual Meet and Greet events. Parents are introduced to their children's classroom teachers, visit classrooms, drop off supplies and learn about our curriculum and procedures for the school year. 5th Grade will be having a curriculum night meeting instead because 5th grade students switch classroom teachers during the day. 5th grade families will receive more details as the beginning of the school year approaches.

School Website: The Brecksville-Broadview Heights School District has a website that outlines district events. Each building page is updated on a regular basis. The website address is: www.bbhcsd.org

PSO Information: is available online via the school web page or on the school's PSO Facebook page. Our PSO is very active and valued in the learning community. The goals of this organization are to promote the welfare of children and youth in the home, school, church and community, to bring about a closer relationship between the school and home, further cooperation between all so that children can learn more effectively, and to secure adequate laws for the care and protection of all children. The PSO sponsors many programs along with other forms of child-related activities requiring cooperation among staff, parents, and students. The PSO seeks your support, volunteerism, and active participation in all their events, activities, and involvement programs. If you wish to receive PSO communications and updates, please sign up through Final Forms.

STUDENT WELL BEING

Student safety is the responsibility of both students and staff. Staff members are familiar with emergency procedures such as evacuation procedures, fire and tornado drills, safety drills in the event of a terrorist or other violent attack, and accident reporting procedures. If a student is aware of any dangerous situation or accident, s/he must notify a staff person immediately.

State law requires that all students have an emergency medical authorization completed and signed by a parent or guardian on file. This should be completed through Final Forms.

Ohio law requires city, local, and exempted village school districts, chartered nonpublic schools, community schools, STEM schools, and college-preparatory boarding schools serving students in grades 9-12 to include the 988 Suicide and Crisis Lifeline telephone number on student identification cards, planners, and electronic portals, if provided or used by the school.

SECTION 1: GENERAL INFORMATION

ENROLLMENT AND REGISTRATION

In general, State law requires students to enroll in the school district in which their parent or legal guardian resides.

New students under the age of 18 must be enrolled by their parent or legal guardian. When enrolling, parents must provide copies of the following:

A. a birth certificate or similar document
B. court papers allocating parental rights and responsibilities, or custody (if appropriate)
C. proof of residency
D. proof of immunizations

Under certain circumstances, temporary enrollment may be permitted. In such cases, parents will be notified about documentation required to establish permanent enrollment.

Homeless students who meet the Federal definition of homeless may enroll and will be under the District Liaison Homeless Children with regard to enrollment procedures.

In addition, if a new student resides in the District with a grandparent and is the subject of a: (1) power of attorney designating the grandparent as the attorney-if-fact; or (2) a caretaker authorization affidavit executed by the grandparent that provides the grandparent with authority over the care, physical custody, and control of the child, including the ability to enroll the child in school, consent in all school related matters, and discuss with the District the child's educational progress, the student's grandparent may enroll the child in school on a tuition-free basis. However, in addition to the above-referenced documents that are typically required for enrollment, the grandparent must provide the District with a duly executed and notarized copy of a power of attorney or caretaker authorization affidavit.

The district uses an on-line program called Final Forms to assemble information regarding your student(s). Information such as emergency contact, sign-off for the Family Handbook, emergency medical authorization, photo release/email release, etc must be completed. The system will retain the information as it is entered initially and only changes need to be entered, if so needed, as time progresses.

STATUS CHANGES
Please notify the school office of the following changes:

- Home phone number(s)/Cell Phone number(s)
- Home address
- Emergency contact's name, number (including area code)
- Work phone number, either or both parents and area code(s)
- Marital status
- Custody of children
- E-mail address

Residency: An Affidavit of Residency is required to be filled out to register a child into the district. Residence verification must be brought and shown to the REGISTRAR at the time of registration as follows:

OWNERS of dwellings- any **2 ORIGINAL** items listed:

- Tax Bill Insurance Policy on Dwelling
- Paycheck Stub with Address
- Home Mortgage Coupon
- Purchase Construction Contract
- Utility Bill

TENANTS of a building need to bring a copy of your current Lease Agreement PLUS one of the above forms **OR** If you reside with a resident of Brecksville-Broadview Heights, the owner or tenant of the property must complete the Affidavit of Residency and provide 2 proofs of residency-OR- a signed lease agreement.

Each year a number of parents enroll their children in our district before they have actually moved within our boundaries. These children may attend our schools tuition-free for 90 days. After that, tuition is charged each month for each child. Students beginning the fourth quarter and then moving out of the district may complete the school year without being charged tuition. Families in either of the situations above should contact the school office for clarification.

Students who meet the Federal definition of "in foster care", including those who are awaiting foster care placement, will be provided a free appropriate public education (FAPE) in the same manner as all other students of the District. For additional information see Policy 5111.03.

Kindergarten Registration: A child entering kindergarten in September must be five years of age on or before August 1 of the year he/she enters school. A parent or guardian must register the child. (See "Enrollment Procedures.")

Withdrawals: Anyone planning to move should notify the office as soon as his or her plans are definite. The student's new address and the name and address of the new school are needed. School records of the child will be mailed to the receiving school upon the written request of the parents or the new school.

SCHOOL CLINIC

All students are required to have an Emergency Medical Authorization form completed through FinalForms. A school clinic's purpose is to manage minor illness and injuries.

Mediation Taken at School: If possible, all medications should be given to all students at home. If it is necessary for a student to take medication during school hours parents/guardians may come to school and administer medication to their student OR the following conditions must be met:

- Prescription medication authorization forms need to have the physician section completed, including name of medication, dosage, and time of administration. There is a section for parents/guardians to complete. *These forms are available under the Health Services section of the District website.*
- Non-prescription medication authorization forms do not contain a physician section. Non-prescription medication authorizations are filled out entirely by the parent/guardian.
- Any medication must come to school in its original sealed container with the child's name on it. Pharmacies will provide 2 bottles when asked.
- An adult needs to bring the medication to the clinic. Students must not carry medications on the bus.
- The FIRST dose of any medication must be administered at home.
- Medication authorization forms must be completed each year or as medical needs arise.
- Asthma inhalers, epinephrine autoinjectors, and medication to treat diabetes may be carried and used by students with an Emergency Action Plan on file. Emergency Action Plans provide written authorization for self administration of these medications from the physician and the parent/guardian. (BOE 5330, 5336)
- Medication must be picked up at the end of the year or it will be discarded. (BOE Policy 5330)

Illnes/Fever: A student will be sent home from the clinic if they display a temperature of 100.0 degrees or higher. Note that the child should be fever-free for 24 hours without taking fever-reducing medication before returning to school. A student will be sent home from the clinic if they are vomiting. Twenty-four hours should pass from the last episode of vomiting before returning to school. If a child is started on an antibiotic for a communicable disease, they need to receive 24 hours of the medication before returning to school.

Vision/Hearing: The Brecksville-Broadview Heights City School District does not plan or conduct non-emergency invasive physical examinations or screenings. This does not include vision and hearing screenings.

Vision and hearing screening is offered for all students in Kindergarten, first grade, third grade, fifth grade, seventh grade (vision ONLY), 9th grade,11th grade.

Injury/Healthcare Needs: Students with specific health care needs should deliver written notice about such needs, along with physician documentation to the school clinic.

If there are additional questions regarding the school clinic, please reach out to the District Health Care Coordinator.

ACADEMIC AND MENTAL HEALTH SERVICES AND SUPPORTS

The Director of Teaching, Learning and Collaboration and the Director of Pupil Services have responsibilities for many areas of a child's academic growth and well-being. There are various specialties and specialists at the elementary school level to accommodate your child.

- School Counselor
- Reading Intervention Program – "Reading Intervention Specialist" in reading
- Special Education Assistants – Assist within the classroom for children with special needs
- Specific Learning Disabilities (SLD)/Resource Room/Inclusion – Resource Teacher or Special Education Teacher, work with students in the resource room and/or in the general education classroom
- Psychological Services – School Psychologist
- Speech and Language Services – Speech and Language Pathologist (SLP)
- "Response to Intervention" Team

Students with Disabilities: The Americans with Disabilities Act (A.D.A.) and Section 504 of the Rehabilitation Act (Section 504) prohibit discrimination against persons with a disability in any program receiving Federal financial assistance. This protection applies not just to students, but to all individuals who have access to the District's programs and facilities.

The laws define a person with a disability as anyone who:

A. Has a mental or physical impairment that substantially limits one or more major life activities;
B. Has a record of such an impairment; or
C. Is regarded as having such an impairment.

The District has specific responsibilities under these two laws, which include identifying, reviewing and, if the child is determined to be eligible, affording access to appropriate educational accommodation.

Additionally, in accordance with State and Federal mandates, the District seeks out, assesses and appropriately services students with disabilities. Staff members use a comprehensive child study process to systematically screen, assess and, if appropriate, place students in special education and related services. Students are entitled to a free appropriate public education in the "least restrictive environment."

A student can access special education and related services through the proper evaluation procedures. Parent involvement in this procedure is important and required by Federal (IDEIA), A.D.A. Section 504) and State law. Contact Cassandra Spangleri at 440.740.4017 to inquire about evaluation procedures, programs, and services.

Gifted: In grades 3-5, students identified as gifted either superior cognitive or subject specific will receive services in Math and/or Reading. The enrichment will be with a gifted intervention teacher or teacher with required credentials. This will allow us to provide students with opportunities to be challenged, enriched, and serviced in multiple areas of identification.

You can obtain further information about the District's Gifted Identification and Delivery of Service Plan on the district's website: www.bbhcsd.org

Response to Intervention
A building-based team is available which provides assistance to teachers and learners. The team varies in composition depending upon the issue that is presented. The meetings focus on a student's talents, strengths and needs. The process the team uses is based on the Response to Intervention model under the Multi-Tier System of Supports (MTSS).

School Counseling: There are four full time school counselors at Brecksville - Broadview Heights Elementary School, two primary and two intermediate. The responsibilities of the counselors are detailed in a district-wide, K-12 Guidance Plan. The counselors will work with individual students, small groups of students with similar needs, and provide whole class instruction. In addition, the counselors will work with parents, teachers, and other staff toward the benefit of all students and the school.

THERAPY DOG
Notify your child's teacher if your child has a fear of dogs or an allergy to dogs. This information is also collected in Final Forms. Please update this information as needed.

TESTING SCHEDULE
Student achievement and growth are important to us at Brecksville-Broadview Heights. Assessing students periodically ensures that we can remediate and enrich students when appropriate. The following assessments are administered at the elementary level:

Kindergarten:
I-Ready Math Benchmark
Acadience
KRA (State Kindergarten Readiness Assessment)

Grade 1:
I-Ready Math Benchmark
Acadience

Grade 2:
I-Ready Math Benchmark
Acadience
Cognitive Abilities Test

Grade 3:
I-Ready Math and Reading Benchmark
Reading OST (Fall and Spring)
Math OST

Grade 4:
I-Ready Math and Reading Benchmark

Reading OST
Math OST

Grade 5:
I-Ready Math and Reading Benchmark
Cognitive Abilities Test
Reading OST
Math OST
Science OST

BEEKEEPERS PROGRAM

BeeKeepers is a school age child care program that is owned and operated by the Brecksville-Broadview Heights City School District licensed by the Ohio Department of Education. It is designed to ensure a safe, healthy, enjoyable environment for the children while incorporating enrichment activities and the comfort of familiar surroundings. The program is paid for by the families who use the services and is of no cost to the taxpayer. Kindergartners are able to participate in the morning/afternoon program adjacent to their school days. The K-5 BeeKeepers programs use a thematic approach providing activities including indoor and outdoor play, puzzles and games, arts and crafts, and quiet areas for homework, enrichment worksheets, and reading. If the programs are not full, space is available for drop-ins. Reservations and payments must be made in advance. BeeKeepers Coordinator, Lorna Daniels can be reached at (440-740-4140). BeeKeepers Fax number is (440-740-4104).

STUDENT FEES AND FINES

Classroom Instructional Fees for Kindergarten through grade 4 will be $65.
Classroom Instructional Fees for grade 5 will be $55.
Technology Fee for Kindergarten through grade 4 will be $20.
Technology Fee for grade 5 will be $30.
Tuition for All Day Kindergarten will be $2900.

Charges may also be imposed for loss, damage or destruction of school apparatus, equipment, musical instruments, library materials, textbooks and for damage to school buildings or property. Students using school property and equipment can be fined for excessive wear and abuse of the property and equipment.

Fees may be waived in situations where there is financial hardship.

CAFETERIA

The Brecksville-Broadview Heights Schools Food Service Department uses a Point of Sale Program. This will allow families to pay for meals in advance. Identification is complete when students enter their confidential five-digit pin number on a keypad located at each cashier's station and their picture comes up on a screen. Students must memorize their confidential pin numbers so they can enter their code to purchase lunches or milk.

> Deposits: You may send in deposits in an envelope marked "CAFETERIA." Online payments can be made as well. Students will give future payments to the cashier as they go through the lunch line. Any money not spent by the end of the year will "roll over" and be available for your child's use the following school year, as long as your child remains in our district. Amounts greater than $10.00 will be refunded to students who leave the district. Should you need access to your child's account to verify his/her purchases, you may request a report by calling the Food Service office at 440-740-4760 or 440-740-4761.

Borrowing: It is the responsibility of the parents to provide lunch for their children while at school. In the Food Service Department an elementary student may borrow three (3) meals in succession or have borrowed up to -$10.00 prior to being served an alternate meal. An alternative meal consists of a cheese or peanut butter and jelly sandwich, fruit, and milk. As soon as accounts go negative, Food Service Solutions, the District Food Service software accounting system will generate an email to parents' primary email address on file. This notification will allow time for parents to resolve student accounts. Households will then receive a courtesy call when balances reach above -10.00. Parents may also sign up for low account balance notices through www.myschoolaccount.com.

The overall cleanliness of the cafeteria and of individual tables is the responsibility of those who use the facility. Students are expected to dispose of their waste in the appropriate receptacles, and make sure their tables are clean.

With this in mind, the following should be observed:

- Once you choose a seat, you must stay there for that lunch period.
- Students should walk at all times
- Students should push in chairs when leaving the table.
- Please keep the noise to an appropriate level.
- Students must have permission to leave the cafeteria

BREAKFAST

Only breakfast served from the school cafeteria should be brought into the classroom. Breakfast from home or from local restaurants is not permitted.

PLAYGROUND AND RECESS

Recess on the playground allows time for students to expend some energy, exercise their bodies, and get fresh air and sunshine. Safety is of utmost importance. Thoughtfulness, courtesy, and common sense, along with constant supervision from the playground aides prevent needless accidents. Specific playground rules are posted and reviewed with students by the classroom teachers on the first day and week of school and periodically as needed. Students who choose not to follow playground rules will have "time outs," lose playground privileges or recess, and may receive a citation.

Each child should be sent to school with the thought that outdoor activity is part of the daily program. Students are expected to participate in outdoor recess unless excused by a physician with a written note from the parent. If children need to stay in more than two days, then a note or fax from the child's doctor is required. It is imperative that warm clothing such as gloves, hats, and boots be worn during cold weather months. When the weather is inclement, recess will be held inside. Students are assembled and involved in quiet activities under the supervision of an aide and parent volunteer.

INDOOR SLIDE

As part of our continued efforts to provide a positive environment at BBHES, students will have the opportunity to ride down the indoor slide. Students will be permitted to use the slide under adult supervision.

STUDENT VALUABLES

Students should not bring items of value to school. Items such as jewelry, expensive clothing, electronic equipment, and the like, are tempting targets for theft and extortion. The School is not liable for any loss or damage to personal valuables. In addition, students should not bring toys from home to school. Please check your child's backpack regularly for these items.

LOST AND FOUND

All items of clothing or belongings should be clearly marked with your child's name. Lost articles are returned to the lost and found bin. Money and valuables are turned in to the teacher or supervisor when the article is found. Parents should check the lost and found periodically for their children's belongings to identify missing clothing or items. No money or valuables should be stored in the lockers or desks. The school cannot be responsible for money or other valuables that have been lost or misplaced. Unclaimed lost and found items will be donated at the end of each quarter to a charity.

PARTIES

Four classroom parties are planned during the school year; Halloween, December holiday, Valentine's Day, and end of the year party. Room parents will request a nominal fee to cover the cost of refreshments and activities. Please inform classroom teachers of any food allergies your children have to avoid reactions to party snacks and foods. All food items must be packaged with ingredients listed.

Birthdays

Birthdays can be a special time for children, especially when they can celebrate their special day at school with classmates, teachers, and staff. Because these treats are often messy, may contain allergens (peanuts, tree nuts, gluten, dairy, etc.) and are not nutritious, we are requesting that only non-food items be shared for birthday treats with classmates such as pencils, stickers, etc. Children with summer birthdays may participate, too. Contact the classroom teacher to arrange a date for the birthday celebration. We ask that you not send invitations to parties at your home through the classroom unless you are inviting the entire class OR all of the boys OR all of the girls in the class.

SAFETY AND SECURITY

SAFETY DRILLS: The School complies with all fire safety laws and will conduct fire drills in accordance with State law. The School conducts tornado drills during the tornado season following procedures prescribed by the State. Teachers will provide specific instructions on how to proceed in the case of fire or tornado and will oversee the safe, prompt, and orderly evacuation of the building in such cases. Safety drills will be conducted once per month during the school year. Teachers will provide specific instruction on the appropriate procedures to follow in situations where students must be secured in their building rather than evacuated.

LOCKDOWN: The school practices monthly safety drills. Each class will participate in the drills following the identified procedures. Each of these drills has a specific alarm and/or PA script that is sounded to alert teachers and students of the appropriate course of action. "LOCK DOWN" It is hoped that school buildings in the district will never need to "lock down." However, if they do, plans have been developed to do so. A "lock down" in our schools is a response to an emergency situation dictated by local, regional, or federal authorities whereby no one, including students, staff or parents, will be permitted to enter or exit the school until the emergency "lock down" is canceled by authorities. In such an emergency, the patience and calmness of all adults will be necessary for the successful handling of the emergency and the well-being of all students.

SHELTER-IN-PLACE: Our shelter-in-place procedure is an emergency response to protect students and staff members from an outdoor hazardous environment. It will be used when needed to keep children safe until their parents can safely reach them at school. Parents of students requiring life-sustaining medications are asked to provide the school with a supply of appropriate medications.

SCHOOL EVACUATION: Elementary School's Safety and Security Committee has developed an evacuation plan for our school in the event that such an exercise would be necessary. Our children would have two proposed routes to evacuate along depending on the circumstances. One route would take them where school buses would pick them up for transport home. The other area is an indoor site for

our evacuation. The personnel in charge during such an evacuation have access to a telephone whereby appropriate authorities could be called and parents notified.

SAFER OHIO SCHOOL TIPLINE - The district has a service in which parents, students, and other community members can anonymously report anything that causes them concern regarding the safety or security of the students or schools. Everyone should feel free to discuss concerns at any time with principals. However, if you'd feel more comfortable reporting a concern anonymously, please do not hesitate. A good rule of thumb: If it pops in your mind that maybe you should call the hotline with some information—then you should! This service is to keep all our kids' safe and secure at all times. A report can be submitted by going to app.saferohioschooltipline.com, emailing tip@saferohioschooltipline.com, or calling 844-723-3764. Reports can be made using your name or anonymously. It is always more helpful to state your name when making a report as this allows school personnel to follow up with you if you have questions.

VISITORS

To ensure the safety of our students, visitors are limited in our school. All visitors must register at the kiosk upon entering the building and receive a visitor's badge. The badge must be worn at all times while in the building. All visitors must sign out via the kiosk before exiting the building.

There is a district policy for visiting classrooms. The visit may be up to 30 minutes in one classroom. Bringing toddlers to classroom visitations is not permitted. Please call the office if you would like to make arrangements or need additional information.

SECTION II: STUDENT CONDUCT

ATTENDANCE

The educational program offered by this District is predicated upon the presence of the student and requires continuity of instruction and classroom participation. Attendance shall be required of all students enrolled in the schools during the days and hours that the school is in session.

In accordance with the statute, the Superintendent shall require, from the parent of each student of compulsory school age, a (written) statement of the cause for such absence. Brecksville-Broadview Heights City Schools reserves the right to verify such statements and to investigate the cause of each single absence or prolonged absence. The Ohio law and Board Policy consider the following factors to be reasonable excuses for time missed at school:

- Personal illness (a written) physician's statement verifying the illness may be required).
- Illness in the family necessitating the presence of the child
- Quarantine of the home
- Death in the family
- Necessary work at home due to absence or incapacity of parent(s)/guardian(s)
- Observation or celebration of a bona fide religious holiday
- Out of state travel (up to a maximum of 4 days per school year) to participate in a district approved enrichment or extracurricular activity. Any classroom assignment missed due to the absences shall be completed by the student.

A student will be considered to have excessive absences when they have missed, with or without an excuse:

- 38 or more hours in a month
- 65 or more hours in a school year.

Parents will be notified prior to these hours being reached and within 7 days after the date of reaching one of the above indicated measures. Under Ohio Statute, ODE will also be notified of a child's excessive absences.

A student will be considered to be habitually truant when he/she has missed any of the hours listed below without a legitimate excuse:

- 30 or more consecutive hours (5 days)
- 42 or more hours in a school month (7 days)
- 72 or more hours in a school year (12 days)

Parents will be notified prior when thresholds are met. Under Ohio Statute, ODE will also be notified of a child's attendance when it meets the definition of habitually truant.

In addition, your child (in collaboration with the school and parent) may be placed on an attendance intervention plan to further address these concerns. Should the plan be ineffective, charges may be filed in juvenile court to further assist in a child's attendance at school.

Absence Procedures - If your child is absent, you must notify the school by 8:45 AM.

BBHES uses SafeArrival, an attendance system designed to streamline absence reporting. It allows for parents to report absences via an app, website, or phone number and notifies parents when their student is marked absent. Notifications are sent via email, text message, and a follow-up phone call if the absence has not been reported after the initial messages.

With SafeArrival, you are asked to report your child's absence in advance using any of these 3 convenient methods:

1. Using your mobile device, download and install the SchoolMessenger app from the Apple App Store or the Google Play Store (or from the links at home.schoolmessenger.com. The first time you use the app, select Sign Up to create your account. Select Attendance, then Report an Absence.

2. Use the SafeArrival website, home.schoolmessenger.com. The first time you use the website, select Sign Up to create your account. Select Attendance, then Report an Absence.

3. Call the toll-free number (888) 403-5520 to report an absence using the automated phone system.

Guidelines regarding Board adopted policy states that absences will be excused for illness, death in the family, religious holidays and medical appointments. Any other absences will appear on the report card as an unexcused absence. When a student is absent from school because of a doctor appointment, an appointment slip from the doctor can be turned into the main office when your child returns to school.

Late Arrival Procedures: Students who are late to school must check in at the reception area prior to going to the classroom. Parents will be contacted regarding any concerns with excessive tardiness to school.

Early Dismissal Procedures: "Early Dismissal" involves a student leaving school (absent from school) before the end of the school day. For purposes of attendance record keeping, all instances of tardiness and early dismissal will be reflected under the "Tardiness" designation on the report card. A student with any early dismissal or tardy will not receive perfect attendance.

Planned Absence: On rare occasions, parents may find it necessary to remove children from school for a family trip. Although such trips are sometimes necessary, the school does not sanction them. If your child must be absent from school, please notify your child's teacher a week in advance. A planned absence form will be sent home. Complete the form and return it to the office. Specific classroom work and homework will not be sent home prior to a planned absence. However, general guidelines regarding what would be covered during the student's absence can be provided by the teacher. Upon your return, please meet with your child's teacher to determine the assignments that will need to be completed and when each assignment will be due.

BBHCSD STUDENT DRESS CODE/STUDENT ATTIRE

Student dress and grooming should be such that it does not detract from the educational process or have a detrimental effect on the governance and discipline of the school; therefore, students are expected to meet reasonable standards in their dress and grooming.

The following items are considered inappropriate during school hours:

- sun glasses or hats
- bare midriff clothing
- shirts with spaghetti straps
- sagging pants below the hip bone
- clothing that displays reference to tobacco products, alcoholic beverages, drugs or other illegal items
- clothing that depicts violence or is associated with gang activity
- clothing that contains sexual innuendo
- all outerwear must cover underwear
- transparent clothing

Outdoor apparel (coats, vests and jackets) should be placed in the student's locker for the duration of the day. Students who consider the building to be cold should wear sweaters or sweatshirts.

Any student who dresses inappropriately will be referred to the administration. Final decisions concerning standards of grooming will rest with the administration.

Elementary/Preschool Only:

- No flip flops, aquatic sandals, or heelys (all shoes must cover toes)
- Tennis shoes and comfortable clothes must be worn during physical education classes.

SEARCH AND SEIZURE

The Board or its designee reserves the right to search the locker, desk, person and personal property of a student on school grounds, in school vehicles or at any school activity when it is reasonably necessary for the maintenance of order, discipline and safety in the supervision and education of students. At the beginning of the school year, students will be informed that their lockers, desk, persons, and personal belongings, including, but not limited to, purse, athletic bags, and articles of clothing in the locker, are subject to search at any time and without warning. Searches will be based upon reasonable suspicion. In determining whether there is reasonable suspicion, the following factors will be taken into consideration but not limited to: the age, history and school record of the students, the prevalence and seriousness of the problems, the need to avoid delay; and the reliability of the information on which suspicion is based.

PROHIBITED ITEMS

To provide a safe environment free from disruptions to the educational process, students are expected not to bring the following items to school: cell phones, cameras, smartwatches and other non-educational items such as laser pointers, toys and other unnecessary items. BBHES can not be held responsible for lost or stolen items.

Ohio Law requires districts to reduce cell phone distractions and limit cell phone use during school hours. Cell phones brought to school need to be turned off and stored in students' backpacks. These items will be confiscated if being used and appropriate consequences will be given. If confiscated twice, parents/guardians will be asked to pick the item(s) up from school.

BRECKSVILLE-BROADVIEW HEIGHTS CITY SCHOOL DISTRICT
STUDENT CODE OF CONDUCT

This Code shall serve as a guide to all Brecksville-Broadview Heights City School District students. Violation by a student of any one or more of the rules of the Code of Conduct may result in disciplinary action which may include one or more of the following: warning, verbal reprimand, parental contact, working lunch, detention, Saturday school detention, community service, in-school suspension, referral to legal authorities, emergency removal, suspension, and/or expulsion.

The items in this Code apply to all students when under the authority of school personnel; on school-owned vehicles, during a school activity; whether on property-owned, rented, or maintained by another party. The Cuyahoga Valley Career Center is an extension of our school program; therefore, students who elect to attend the career center are subject to disciplinary action based upon the Student Code of Conduct of either Brecksville-Broadview Heights City School District and/or the Cuyahoga Valley Career Center. Consequently, conduct and/or involvement in any activity that may or does result in disciplinary action by one school may be grounds for disciplinary action by the other school. The items in this Code also apply to misconduct, regardless of where it occurs, that is directed against a District student, employee or official, or the property of such student, employee or official, or otherwise causes a substantial disruption with school activities or the overall educational mission of the District.

In the event that a student commits an offense that warrants expulsion, the Superintendent may initiate expulsion proceedings against the student even if the student withdraws from school before the Superintendent has held the hearings or made the decision to expel the student.

SUSPENSION

Pursuant to Section 3313.66 of the Ohio Revised Code, the Superintendent, Principal or Assistant Principal may suspend a pupil from school for not more than ten (10) school days. A student suspension shall not extend beyond the current school year, if at the time the suspension is imposed, fewer than ten (10) days remain in the school year. The Superintendent may instead require a student to participate in a community service program or other alternative consequences for a number of hours equal to the remaining part of the period of the suspension. If the Superintendent elects to do so, the student shall be required to begin such a community service program or alternative consequence during the first full week day of summer break.

During an out-of-school suspension, a student is not permitted on school property and may not attend any school sponsored activities. Students serving a suspension shall be permitted to complete any classroom assignments missed because of the suspension for at least partial credit. If school is closed during this time, the suspension will occur on the next day school is in session.

Suspension may be imposed for violations of the rules and regulations appearing in the Code of Conduct and Board of Education policies on student behavior. However, conduct that is prohibited both as suspension and expulsion violation may subject the student to the greater penalty of expulsion depending on the nature and severity of the student's conduct. In all cases, the decision of which penalty to assess is left to the sole discretion of the appropriate District administrator.

Misconduct for which Suspension may be Imposed

Tobacco/Vaping: The use or possession of tobacco/vaping products, accessories for E-Cigarettes or similar type of paraphernalia in a school building, on or near a school campus, or at any sanctioned school activity on or off of the campus is prohibited. Violation of the rule will be shared with local authorities which may result in a fine.

Gambling: Students shall not participate in games of chance for money or other stakes, bookmaking, wagering, or any other form of gambling.

Honor Violations: Students shall not be involved in activities including, but not limited to: cheating, plagiarism, improper collusion, misuse of privileges, forgery, or falsification of information.

Trespassing: Students shall not enter upon school grounds or premises of a school building to which the student is not assigned, except with the express permission of the school principal of that building. Students may attend or participate in Brecksville- Broadview Heights City School District sponsored events. Students are not permitted to enter upon the grounds or premises of any Board of Education facility when the student has been placed on suspension, expulsion or removal without the express permission of the building principal. Students are not permitted in the school building at such times as the building is closed.

Misuse of Facilities and Equipment: Students shall not use school facilities and/or equipment for uses other than those which were intended. Students shall not damage, destroy or deface school property, or private property on school premises.

Disruption of School: Students shall not use violence, force, noise, coercion, threat, harassment, intimidation, fear, passive resistance, or any other conduct, cause, attempt, or threaten to cause the disruption or obstruction of any mission, process, activity, or function of the school.

Use of Flame Producing Devices: The unauthorized use or possession of matches, lighters, or any other flame producing device on school property is prohibited.

Use of Profane, Indecent, or Obscene Language: Use of language of this type, whether written or verbal, directed toward or used in the presence of school personnel or students is prohibited. This shall include the use of obscene gestures, pictures and signs.

Failure to Complete Minor Disciplinary Sanction: A student who fails to complete an assigned minor disciplinary sanction such as Saturday school, in-school suspension, detention or working lunch will be subject to suspension.

Insubordination or Disrespect: Students who refuse to comply with the directions of school personnel or who talk back to, argue with, or make disrespectful comments toward any staff member or about a staff member will be subject to suspension.

Truancy: A student who misses school, including a study hall, class, lunch or any other assigned activity for part or all of a day without school authorization or who leaves the school building without administrative permission is subject to suspension.

Transmission of Prescription or Non-Prescription Medication: No student shall transmit or attempt to transmit any form of prescription or non-prescription medication to another student.

Fireworks, Smoke Bombs, or Other Similar Devices: No student shall possess, use or threaten to use fireworks, smoke bombs, or any other similar devices while on school property or while participating in any school sponsored activity.

Theft or Unauthorized Possession: Theft or unauthorized possession of school property or equipment, personal property of any District employee or of another student or visitor is grounds for suspension.

Fighting: Fighting among two or more students is grounds for suspension.

Harassment & Dating Violence: Students shall not engage in any obscene, abusive, profane or degrading gestures or expressions; racial, ethnic or religious prejudicial or disrespectful actions; harassment of any kind (including sexual) to any individual or group; intentional act of violence within a dating relationship; or intimidation (including bullying) and/or threats to an individual or group. This includes publication or distribution of materials meeting this description.

Assault: No student shall cause, attempt or threaten to cause physical injury to any person on school property or any school event.

Extortion: Students shall not solicit money or objects of value from other students for any reason.

Complicity: Students shall not be present or in such a position as to allow or assist another student to be in violation of any school rule. This specifically includes, but is not limited to students who serve as "lookouts."

Motor Vehicle Violations: Students shall not engage in reckless, unsafe or unauthorized operation of a motor vehicle on school grounds or at school sponsored activities.

Appearance Code: Students shall not violate school rules pertaining to appearance and dress. Students shall attend dressed in a manner which is clean, not hazardous to their safety or the safety of others and which does not detract from the educational process.

Hazing: No student shall harass, persecute or participate in any act or acts or attempt to threaten, injure, disgrace, or tend to injure, degrade or disgrace any other student.

Gang Activity: Students shall not engage in any gang activity. Any indication of gang activity by the type of dress, apparel, activities, acts, behavior or manner of grooming, displayed, reflected, or participated in by a student is prohibited.

Gross Misconduct/Repeated or Flagrant Violations: Gross misconduct or repeated or flagrant violations of any school rule may result in suspension.

Violation of the Cuyahoga Valley Career Center's Student Code of Conduct: Any violation of the Cuyahoga Valley Career Center's Student Code of Conduct where suspension is normally considered appropriate is grounds for suspension from the Brecksville-Broadview Heights City School District.

Repeated Tardiness: to class or school

Other Grounds for Suspension: Commission of any of the acts which are grounds for expulsion could also result in suspension and/or any acts that constitute a violation of Local, State, or Federal Law.

EXPULSION

Pursuant to Section 3313.66 of the Ohio Revised Code, the Superintendent may expel a pupil from school attendance for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in the semester or term in which the instant it gives rise to the expulsion takes place. If at the time an expulsion is imposed there are fewer than eighty (80) school days remaining in the school year in which the incident that gives rise to the expulsion takes place, the superintendent or his/her designee may apply any remaining part or all of the period of the expulsion to the following year.

Specific offenses involving firearms and knives capable of causing serious bodily injury shall result in the student's expulsion for one (1) year. The term of that expulsion may be reduced to less than one (1) year by the Superintendent for the reasons listed in Board policy. Specific offenses involving violent conduct may result in the student's expulsion for a period of up to one (1) year at the discretion of the Superintendent. Bomb threats may result in the student's expulsion for a period of up to one (1) year at the discretion of the Superintendent.

Misconduct for which Expulsion may be Imposed

Assault: To cause or attempt to threaten or cause physical injury to any person is grounds for expulsion.

Making False Fire Alarms and Bomb Threats: Students shall not, through written, electronic or verbal means disrupt or threaten to disrupt the educational process and/or endanger or threaten to endanger the safety of school occupants by means of false alarms

and/or bomb threats.

Involvement with Alcoholic Beverages: A student shall not possess, transmit, buy, sell, conceal, use or be under the influence of any alcoholic beverage at any time the student is subject to the authority of the school. Use of an alcoholic beverage shall be determined by the professional staff and may include, but not be limited to, detection on the breath of the student, regardless of where the alcoholic beverage may have been consumed. A student shall not consume any alcoholic beverage before arrival at school or a school sponsored or related event or activity.

Involvement with Drugs and Drug Paraphernalia: A student shall not possess, use, transmit, buy, sell or conceal any of the drugs defined as a "drug of abuse" in Ohio Revised Code Section 3719.011 or possess, use, transmit, buy, sell, or conceal any of the drugs defined as "counterfeit controlled substance" in Ohio Revised Code Section 2925.01 or be under the influence of any such drugs. Nor shall any student possess, use, transmit, buy, sell or conceal any drug related paraphernalia at any time the student is subject to the authority of the school. Examples of drugs of abuse include, but are not limited to, narcotic drugs, "look alike" drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, cocaine, or derivatives, glue, or other substances that could modify behavior. A student shall not use any drug of abuse before arrival at school or at a school sponsored or related event or activity. Use of drugs authorized by a medical prescription from a licensed physician shall not be considered a violation of this rule. However, no student may self-administer, or possess, drugs authorized by a medical prescription from a licensed physician, except for asthma inhalers and epipens. Students in grades six through 12, self-administering of non-prescription "over-the counter" medication (aspirin, ibuprofen, cough drops, etc.) shall not be considered a violation of this policy. Students in grades kindergarten through five may not self-administer any medication, whether prescription, non-prescription, or "over the counter." A student who demonstrates behavior seemingly related to drug usage or who exhibits symptoms or physical conditions that may be related to drug usage shall be referred by a staff member for observation and questioning by a school administrator. If the suspicion of drug usage still exists, the parents shall be informed immediately and shall be requested to come to school as soon as possible. Based on his/her professional judgment, the administrator may send the student home in the custody of his/her parents.

Counterfeit, controlled substances or "look-alikes" shall be defined as:

a. Any drug that bears, or whose container or label bears, a trademark, trade name, or other identifying mark used without authorization of the owner or writes such trademark, trade name, or identifying mark;

b. Any unmarked or unlabeled substance that is represented to be a controlled substance manufactured, processed or packed or distributed by a person other than the person that manufactured, processed or packed or distributed it;

c. Any substance that is represented to be a controlled substance but is not a controlled substance or is a different controlled substance;

d. Any substance other than a controlled substance that a reasonable person would believe to be a controlled substance because of its similarity in shape, size and color for its markings, labeling, packaging, distribution for the price for which it is sold or offered for sale.

Disruption of School: A student shall not, by use of violence, force, noise, coercion, threat, harassment, intimidation, fear, passive resistance, or any other conduct, cause, attempt or threaten to cause or urge other students to cause, attempt or threaten to cause disruption or obstruction of any lawful mission, process or function of the school.

Arson/Attempted Arson/Possession of Incendiary Device: Setting fires or the use or possession of any incendiary device is prohibited.

Involvement with Weapons or Dangerous Instruments: A student shall not use, possess, handle, transmit, sell or conceal any object that can be classified as a weapon or dangerous instrument. Weapons or dangerous instruments include, but are not limited to guns, knives, metal knuckles,

straight razors, explosives, noxious irritants, poisons and other dangerous substances along with any item that is a "look alike" of the above, i.e., toy guns, knives, etc. or any object which is used or may be used to inflict physical harm. Weapons violations may result in expulsion for up to one (1) year.

Harassment & Dating Violence: Students shall not engage in any obscene, abusive, profane or degrading gestures or expressions; racial, ethnic or religious prejudicial or disrespectful actions; harassment of any kind (including sexual) to any individual or group; intentional act of violence within a dating relationship; or intimidation (including bullying) and/or threats to an individual or group. This includes publication or distribution of materials meeting this description.

Violation of the Tobacco/Vape Policy: A student who violates the tobacco/vape policy for the third time is subject to expulsion.

Repeated or Continued Violation of Minor School Conduct Rules or Rules for which Suspension may be imposed: If, after out-of-school suspension, a student continues to violate minor school conduct rules, expulsion may result at the next step. Additionally, a student who has been suspended may be expelled for new suspend able conduct after having served an out-of-school suspension.

Violation of the Cuyahoga Valley Career Center Student Code of Conduct: Violation of the Cuyahoga Valley Career Center Student Code of Conduct by committing an offense for expulsion is normally considered appropriate as grounds for expulsion from the Brecksville-Broadview Heights City School District.

Violation of Local, State or Federal Laws: Any act that would be a criminal offense when committed by an adult that results in serious physical harm to persons or property (as defined by Section 2901.01 of the Ohio Revised Code) is prohibited and may subject the offender to expulsion for up to one (1) year. Violation of criminal laws will also result in referral from criminal prosecution to juvenile court.

PROCEDURE FOR SUSPENSION, EXPULSION AND EMERGENCY REMOVAL

SUSPENSION PROCEDURE:

The Superintendent, Principal and Assistant Principal are the only District employees who have the authority to suspend a student. The suspension procedure is as follows:

1. The Superintendent, Principal or Assistant Principal must give the pupil a written notice of the intention to suspend and the reasons for the intended suspension. When the intended suspension is for the following reasons and the student suspended is 16 years of age or over, the notice will also indicate the student may also be subject to permanent exclusion from school if the code of conduct violation is one of the following:

    a. Illegal conveyance or possession of a deadly weapon or dangerous ordnance, carrying a concealed weapon, aggravated trafficking, trafficking in drugs, trafficking involving the possession of a bulk amount of a controlled substance or the sale of a controlled substance; and/or
    b. Acts in violation of Ohio Revised Code Sections 2903.01, 2903.02, 2903.04, 2903.11, 2903.12, 2907.02, 2907.05, or the former Ohio Revised Code Section 2907.12.

2. The student will be given an opportunity to appear at an informal hearing before the Principal, Assistant Principal, or the Superintendent or his/her designee, and challenge the reason(s) for the intended suspension or to otherwise explain his/her actions.

3. The Principal, Superintendent, or Assistant Principal shall within one (1) school day after the time of a pupil's suspension, mail written notification to the parent, guardian, or custodian of the pupil and the Treasurer of the Board of Education of such suspension.

4. The written notice of the suspension must include: the reasons for the suspension; the inclusive dates of the suspension; a statement that the pupil, parent, guardian, or custodian has the right to appeal in writing to the Board of Education or its designee.

5. The pupil, parent or guardian shall have five (5) school days to appeal the suspension. The appeal must be made in writing and submitted to the Board of Education or its designee.

6. The appeal hearing of a suspension before the Board of Education or its designee shall be held within five (5) school days after the appeal is made.

7. At the appeal hearing before the Board of Education, the pupil, parent, guardian or custodian has the right for parental or legal representation; the right to request that the hearing be held in executive or public session; and the right to be heard against the suspension. The Board of Education may have legal counsel and the Board or its legal counsel shall make a verbatim record of the hearing. Verbatim can mean the use of a stenographer, a tape recorder, or other mechanical device.

8. At the request of the pupil, parent, guardian, custodian or legal representative, the Board of Education may hold the hearing in either public or executive session but shall act upon such suspension only at a public meeting. The Board of Education or its designee may, by majority vote of its full membership, affirm the order of suspension, or any reverse, vacate or modify the order of suspension.

9. In the event that the hearing is conducted by the Board of Education's designee, the Board will automatically adopt the findings of the designee.

10. The decision of the Board of Education may be appealed to the Court of Common Pleas under provisions of Ohio Revised Code 2505.04.

EXPULSION PROCEDURE:

1. The Superintendent shall give the pupil and his parent, guardian, or custodian, written notice of the intention to expel the pupil and the reasons for the intended expulsion. The Superintendent shall institute expulsion proceedings with respect to any student who has committed an act warranting expulsion even if the student has withdrawn from school after the incident, but before the expulsion is imposed, and, if warranted after a hearing, shall impose the expulsion as if the student had not withdrawn.

2. The notice to the pupil and his parent, guardian, custodian, or representative, shall include notice of the opportunity to appear in person before the Superintendent or his/her designee at an informal hearing to challenge the reasons for the intended expulsion, or to otherwise explain the pupil's actions.

3. The notice must also state the time and place to appear to challenge the possible expulsion. The informal hearing must not be scheduled less than three (3) school days or later than ten (10) school days after the notice is given, unless the Superintendent grants an extension of time at the request of the pupil, or his parent, guardian, custodian, or representative. If an extension is granted after giving the original notice, the Superintendent or designee shall notify the pupil, and his parent, guardian, custodian, or representative, of the new time and place to appear.

EMERGENCY REMOVALS OF STUDENTS

If a student's presence poses a continuing danger to persons or property, or an ongoing threat of disrupting the academic process, the Superintendent, Principal, or Assistant Principal may remove the student from curricular activities or from the premises. A teacher may remove the student from curricular activities under his supervision, but not from the premises. If a teacher makes an emergency removal, the reasons will be submitted to the principal in writing as soon after the removal as practicable. In all cases of normal disciplinary procedures where a student is removed from a curricular or extracurricular activity for less than

24 hours and is not subject to further suspension or expulsion, the due process requirements do not apply.

If the emergency removal exceeds 24 hours, then a due process hearing will be held as soon as possible, but in all cases within 3 school days after the removal is ordered. Written notice of the hearing and the reason for removal and any intended disciplinary action will be given to the student as soon as practicable prior to the hearing. The student will have the opportunity to appear at an informal hearing before the principal, assistant principal, superintendent, or designee, and has the right to challenge the reasons for the intended suspension or otherwise explain his actions. The person who ordered or requested the removal will be present at the hearing, and within 24 hours of the decision to suspend, written notification will be given to the pupil, parent, guardian or custodian of the student, and treasurer of the Board. This notice will include the reasons for the suspension and the right of the student or parent to appeal to the Board's designee.

If the superintendent or principal reinstates a student prior to the hearing for emergency removal, the teacher may request and will be given written reasons for the reinstatement. The teacher cannot refuse to reinstate the student. In an emergency removal, a student can be kept from class until the matter of his misconduct is disposed of either by reinstatement, suspension, or expulsion.

Any appeal to the Board's designee shall follow the procedures of the suspension policy. Procedural safeguards must be followed for all removals of handicapped students in accordance with the student's individual education program.

DISCRIMINATION/HARASSMENT

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

Employees or students who engage in discrimination/harassment of another employee or student shall be subject to disciplinary action. Permission, consent or assumption of risk by an individual subjected to discrimination/harassment does not lessen the prohibition contained in this policy.

The Board's policy of nondiscrimination will extend to students, staff, job applicants, the general public and individuals with whom it does business and will apply to race, color or national origin, citizenship status, religion, sex, economic status, age, handicap and other human differences. The Board designates and authorizes the following individuals to oversee and coordinate its efforts to comply with Title IX and Anti-Harassment Guidelines (Board Policy 5517 and Form 5517F1).

To file a report contact:

Director of Human Resources 440-740-4000

6638 Mill Road, Brecksville, OH 44141

Director of Pupil Services 440-740-4000

6638 Mill Road, Brecksville, OH 44141

BULLYING AND OTHER FORMS OF AGGRESSIVE BEHAVIOR:

GENERAL STATEMENT

The Board of Education prohibits acts of harassment, intimidation, or bullying. The School District is committed to providing a safe, positive, and productive educational environment for all of its students. All members of the school community should be treated with dignity and respect. Bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe environment. Harassment, intimidation, or bullying of students or personnel by students, school personnel, or school volunteers is prohibited, whether in the classroom, on school property, on school

buses or vehicles, at school-sponsored events, or in cyber-space. Demonstration of appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of students, administrators, faculty, staff, and volunteers.

DEFINITION OF HARASSMENT/INTIMIDATION/BULLYING

"Harassment, intimidation, dating violence, or bullying" means any intentional written, verbal, graphic, gesture, physical, or psychological act that a student or a group of students exhibits more than once toward another particular student(s). It is conduct that meets all of the following criteria:

1. a deliberate act which causes mental or physical harm to the other student(s)

2. is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student(s);

3. takes place on school property, in a school bus or vehicle, and those occurring off school property if the student, employee, or volunteer is at any school-sponsored, school approved or school related activity or function, such as field trips or athletic events where the students are under the school's control, in a school vehicle, or is engaged in school business.

Harassment, intimidation, or bullying includes, but is not limited to, such behaviors as stalking, bullying/cyberbullying, intimidating, menacing, coercion, name-calling, taunting, making threats, dating violence, and hazing or behaviors that have the effect of insulting or demeaning any student or group of students in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.

The actions can be an electronically transmitted act (i.e., internet, e-mail, cellular telephone, personal digital assistant (PDA), social media or wireless hand-held devices) that a student(s) or a group of students exhibits toward another particular student(s) and the behavior both causes mental and/or 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 student(s).

SEXUAL HARASSMENT:

GENERAL STATEMENT

Sexual harassment is inappropriate, offensive and detrimental to the creation of a healthy educational environment. All students have a right to be educated in an environment free from sexual harassment and all Board employees have a right to work in an environment free from sexual harassment. In addition, all persons coming in contact with the District have a right to experience an environment free from sexual harassment.

The Brecksville-Broadview Heights School District Board of Education prohibits sexual harassment of or by any student or Board employee. This prohibition encompasses sexual harassment which may occur between employees, between students, between a student and an employee, or between an employee and a member of the public coming in contact with the District. This policy applies to conduct during and relating to school and school sponsored activities.

DEFINITION OF SEXUAL HARASSMENT

1. Submission to such conduct is made either explicitly or implicitly as a term or condition of an individual's employment, or academic status or progress;

2. Submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting the individual.

3. Submission to or rejection of the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, opportunities or activities available at or through the school.

4. Such conduct has the purpose or effect of unreasonably interfering with or having a negative impact on the individual's academic or work performance, or of creating an intimidating, hostile or offensive educational or work environment for the individual.

5. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of sexual nature which may violate the security, dignity, self-worth, safety, or the ability to work in an environment free of sexual harassment.

6. Sexual harassment may include, but is not limited to:
    a. Unwelcome sexual flirtations, touching, advances, or proposition
    b. Verbal or physical abuse of a sexual nature
    c. Graphic or suggestive comments about an individual's dress or body
    d. The use of sexually degrading words to describe an individual
    e. Displaying sexually aggressive objects or photographs
    f. Sexually explicit or obscene jokes

PROCEDURES FOR REPORTING AND INVESTIGATING ANY TYPE OF HARASSMENT

It is the responsibility of every supervisor and principal to recognize acts of harassment and take necessary action to ensure that such instances are addressed swiftly and effectively. Consequently, all administrative and supervisory staff in schools, offices and other facilities should be aware of and responsible for implementing the harassment complaint resolution procedures established through this policy.

Persons who have reason to believe that harassment/bullying has occurred should promptly report the incident:

1. (For Students reporting) to his/her principal, other administrator, school counselor, or teacher.

2. (For Employees reporting) to his/her building principal; for employees in the Maintenance Department, Transportation Department, or the Education Center, to the Director of Human Resources. Administrators would report to the Superintendent.

Subject to legal reporting obligations, considerations of safety and any determination that is made to notify the parent or guardian of a minor student, reasonable measures shall be taken to keep the incident confidential.

TOBACCO/ALCOHOL/DRUG POLICY FOR EXTRACURRICULAR ACTIVITIES AND INTERSCHOLASTIC ATHLETES

STATEMENT OF PHILOSOPHY:

The Board of Education, administrators, athletic department and activity advisors of the Brecksville-Broadview Heights City Schools consider participation in extracurricular activities and interscholastic athletics to be a privilege, not a right. Students are volunteering to participate in these programs and are expected to accept the responsibilities granted them by this privilege.

As representatives of our school district, students involved in extracurricular activities and interscholastic athletics are scrutinized by the public, become role models for young children and peers, and are ambassadors to our community. In choosing to accept this role, participants also choose the responsibilities of living a tobacco, alcohol and drug free lifestyle. Although this policy outlines the expectations and consequences required of students choosing to participate in extracurricular activities and interscholastic athletics, the parent(s) or guardian(s) retain the ultimate responsibility of promoting healthy lifestyle choices for their children and are encouraged to work cooperatively with school officials to support these ideals throughout the child's entire educational experience in the Brecksville-Broadview Heights Schools.

In keeping with the philosophy of education, the Board of Education, administrators, athletic department, and activity advisors of Brecksville-Broadview Heights City School District view tobacco, alcohol, and drug use not only as a violation of the law, but as a problematic behavior which has an adverse effect on individuals and the programs in which they are involved. It is the intent, therefore, to support a disciplinary program which encourages students to recognize and deal with the causes for their use through contact with the appropriate agency (C.A.P.A., private counselors, treatment facilities, etc.) rather than being strictly punitive in nature.

This policy will be in effect during the entire calendar year, inclusive of all training, conditioning, practices, or other school related/sponsored activities, and the policy remains in effect 24 hours a day, 7 days a week (24/7—365 days).

TOBACCO AND TOBACCO PRODUCTS, ALCOHOL AND DRUGS

Possession and/or Use of Tobacco and Tobacco Products, Alcohol or Drugs:

In accordance with the rules of Brecksville-Broadview Heights City School District, except for supervised medications prescribed by a physician, a student under the influence, using, possessing, buying or receiving drugs (narcotics, hallucinogens, intoxicants, counterfeits, look-alikes, designers,) anabolic steroids, controlled substances and alcohol at any time and at any place is in violation of the code and, if apprehended by school or appropriate law enforcement personnel, is subject to the following consequences:

First Violation:

The first-time offender will be denied participation in all extracurricular and/or athletic programs for one full calendar year from the date of violation. If the student agrees to schedule himself/herself into and complete the first available school Insight Program, the term of denial will be up to 20% of the activity time for extracurriculars up to 20% of scheduled competition time for athletes in any sport in which the students participate. Upon completion of the program, the student must be willing to follow the recommendations provided. If no school Insight Program is presently available, the student's parents may choose, at their own expense, to enroll the student in an outside school-approved program. Completion of the program is mandatory.

For a student involved in extracurricular activities, up to 20% of the activity time is imposed from the time the advisor has notified the student of probation. If the offense occurs late in the school year, the denial to participate may, if necessary, be carried over into the next school year's extracurricular participation. The term of denied participation is determined by the building administrator and extracurricular advisor.

For athletes, a full season is defined as including all the contests scheduled for a specific sport. Should the offense occur in mid-season, the denial to participate may, if necessary, be carried over into the next seasonal sport that the athlete wishes to participate. The number of contests to be missed will be determined by the athletic director, building administrator and athlete's coach.

Second Violation:

A second offense during the student's high school career will result in denial of participation in all extracurricular and/or athletic programs for one full calendar year from the date of violation. The second-time offender may reduce that denial to participate to one-half of the school year for extracurriculars or to one full season for athletes after completing a professional assessment and complying with the recommendations made by the assessing agency. The assessing agency must be chosen by agreement between the parents of the student and the school administration with assistance from the CAPA Coordinator.

Violations Beyond a Second Offense:

Additional violations of the alcohol/drug policy past the stipulated number of incidents will result in permanent denial to participate in any extracurricular and/or athletic programs until the offender has successfully completed a treatment program which is acceptable to the building administration and the CAPA Coordinator. The student shall be

denied participation for a minimum of one calendar year from the date of violation and must apply for reinstatement in the extracurricular and/or athletic program after completing the treatment program.

Sale and/or Distribution:

Students in violation of selling or distributing alcohol and/or drugs will be dealt with according to the Code of Student Conduct and shall be denied future participation in any extracurricular or athletic program.

Self-Referral by Students:

Students may take advantage of a self-referral procedure to seek information, guidance, counseling and/or assessment in regard to his/her use of alcohol and/or drugs. First time voluntary referrals do not carry any punitive consequences.

1. Students are allowed one (1) voluntary referral during their high school participation.

2. Self-referrals can be made by the student or by his/her immediate family.

3. Self-referral cannot be used as a method to avoid consequences once a rule of the Brecksville-Broadview Heights City School District's extracurricular and interscholastic athletic policy is violated and a student has been identified as having violated that rule.

4. Students must make self-referrals to an advisor, coach, athletic director, teacher, administrator, counselor, or the district

C.A.P.A. Coordinator.

5. Self-referrals will lead to placement and completion in the schools' Insight Program and/or referral to an approved assessing agency.

Those referrals to an assessing agency will remain confidential; however, proper release of information forms must be on file with the designated trained chemical dependency personnel.

DISCIPLINARY/DUE PROCESS EXPLANATION AND PROCEDURES:

1. Participation in practice for students in violation may be allowed at the discretion of the athletic director, athlete's coach, activity advisor, and building administrator. However, the student may not dress/participate with the team for contests/performances.

2. All students must complete the Insight Program by the end of the school year. Non-compliance will result in underclassmen (freshman, sophomore and junior) being ineligible for further participation in extracurricular or athletics until the Insight Program has been completed. Seniors noncompliant will not be eligible to receive awards and/or recognition for the activity they participated in or the sport they played.

3. At no time is Brecksville-Broadview Heights City School District responsible to incur fees for chemical dependency assessment/treatment/ counseling. Financial responsibility for these recommendations must be incurred by the parent and/or legal guardian.

4. Notification Process: The principal, assistant principal, organization advisor or the athletic director will submit immediate written notification to the parent/guardian and student of disciplinary action.

5. Situations not covered in this policy will be reviewed by the extracurricular advisor, athletic department and the administration with a final decision being made by the building principal.

6. In certain circumstances, advisors of activities, clubs, and organizations may wish to hold an appeals hearing with the building administrator and the C.A.P.A. Coordinator in regard to a student's continued involvement.

7. Students apprehended by law enforcement agencies for use of illegal substances (i.e. alcohol or other drugs) are referred to the C.A.P.A. office year round and must participate in the Insight Program. (8/94)

8. [Adoption Date: September. 26, 1994] [Reviewed Date: July 23, 2001] [Revision Date: May 24, 2004]

NETWORK ACCEPTABLE USE AND SAFETY

The Brecksville-Broadview Heights City schools recognize that our students live in a world of increasingly sophisticated technology and greatly enhanced communication. We further recognize that the availability of an ever-present and virtually unlimited information resource has profound implications for instruction. We therefore believe that it is imperative to provide Internet access to our students and staff.

OVERVIEW

The Acceptable Use and Safety detailed here is designed to articulate the appropriate use of computer networks, including the Internet, in the instructional setting of our schools. This document seeks to set ground rules that will forestall problems that could surface in such an unfettered environment. User compliance with these rules will help ensure a safe and appropriate learning environment.

To this end, the district will employ reasonable technology solutions, including Internet filtering software, to restrict access to objectionable material. Internet access by students will be monitored by staff or software at all times.

NETWORK ACCESS

All students and employees are eligible to access the network resources in our school buildings. Except in cases involving specific class projects, students will not have access to chat rooms, online messaging systems, or other forms of direct electronic communication in school.

Parents who would like their children to be denied access to the Internet in school should notify each child's building principal in writing at the beginning of each school year for which they would like this access to be denied.

Internet privileges may be denied, suspended, or revoked as a consequence of violation of the provisions of this Acceptable Use Policy. Furthermore, Brecksville-Broadview Heights City Schools administrators and staff will cooperate fully with law enforcement officials when there is suspicion that unlawful activity has taken place.

CODE OF CONDUCT

Network users must be aware that there are materials on the Internet that may be defamatory, abusive, obscene, profane, sexually oriented, threatening, racially or sexually offensive, or illegal. These materials include graphics, sounds, digital film clips, text, and other forms of media. Users of the Brecksville-Broadview Heights City Schools network agree not to use school district resources to download, copy, upload, transmit, forward, or display any such materials.

Network access is provided to support the curriculum and operations of our district. Any other use, including use of the network for personal, political, or commercial purposes is prohibited. Network users are expected to respect all applicable laws. Particularly, users agree to abide by copyright laws. Material retrieved from the Internet may not be plagiarized for any purpose. Material that is to be republished in any format may only be used with the permission of the copyright holder. Commercial software may not be downloaded, copied, installed, transmitted, uploaded, or forwarded.

Network users agree to follow security guidelines. A user will not use another person's account, pretend to be someone else, or attempt to conceal his or her identity on the network. Users will not give others access or permission to use their accounts. Users will not re-post personal communications without the author's consent. Students will not give out personal information such as address or phone number, send other users pictures of themselves, or agree to meet with people encountered online. Exceptions to avoiding such sharing of personal information may occur only within the context of projects directed by and under the supervision of a teacher.

Any interference with the normal operations of the network will not be permitted. This includes vandalism or removal of computer hardware, installation or use of unapproved software, the unauthorized changing of network software settings, attempts to circumvent security or internet filtering software, and the

installation, copying, uploading, transmission, propagation, or creation of computer viruses of any kind. Any attempt to gain unauthorized access to information or data on the network is prohibited.

Electronic mail and other communications are not a private matter. School administrators have the authority to inspect e-mail that is transmitted through the district's network. The district reserves the right to monitor all electronic communications. E-mail use that contradicts provisions of the Acceptable Use Policy will be handled appropriately. Specifically, illegal activities will be reported to law enforcement personnel, and unacceptable communications can result in network privileges being denied, suspended, or revoked as well as other discipline. Users are expected to follow generally accepted network etiquette guidelines.

DISCLAIMER

The information gathered from the Internet does not reflect the views of the Brecksville-Broadview Heights City Schools. The district does not endorse the veracity or utility of any materials obtained using its equipment or access to network resources. The school district is not responsible for the consequences of receiving or using advice or information from an Internet source. Neither is it responsible for the consequences of any disruption or changes in services of its network or Internet connection, nor for loss of data stored on its system.

BUS RULES AND REGULATIONS
(Adapted from the Ohio Revised Code, 3301-83-20 and 3301-83-08)

1. No one shall interfere with the driver's operation of the bus.
2. No unauthorized person shall sit in the driver's seat or operate any controls.
3. The driver has the authority to assign seats.
4. Students must board and leave the bus at their designated bus stop unless they have parental and administrative permission to do so.
5. Forbidden cargoes include animals, firearms, ammunition, explosives, flammable substances, and all other dangerous materials or objects.
6. No one shall have in their possession any tobacco, alcohol, or other illegal drugs or substances.
7. No one shall throw any objects on, from, or into the bus.
8. No one shall cause any part of his or her body to project from the bus window.
9. No one shall eat or drink while on the bus.
10. No one shall cause damage to any part of the bus.
11. Profane language and fighting are prohibited on the bus.
12. Noise shall be kept to a minimum at all times to insure safety.
13. Students must remain in their seats at all times.

The driver has the authority to enforce the above rules and regulations and may issue citations. Students shall conduct themselves on the school bus as they would in the classroom. Reasonable conversation is permissible. Continued disorderly conduct or refusal to obey the driver shall be sufficient reason for losing the privilege of riding the bus to and from school and for extra-curricular activities and field trips.

CONSEQUENCES FOR BUS MISCONDUCT

1st Offense – A Bus Citation is issued by the bus driver, the principal/assistant principal is informed, student is counseled and a bus citation is sent home/parent signature is required on the citation.

2nd Offense – a second Bus Citation is issued by the bus driver, the principal/assistant principal is informed, student is counseled and a bus citation is sent home/parent signature is required on the citation.

3rd Offense – a third Bus Citation is issued by the bus driver, the principal/assistant principal will contact the parent/guardian by phone and letter, and the student may be suspended from the district transportation for 1 day.

4th Offense – a fourth Bus Citation is issued by the bus driver, the principal/assistant principal will contact the parent/guardian by phone and letter, and the student may be suspended from the district transportation for 3 days.

5th Offense – a fifth Bus Citation is issued by the bus driver, the principal/assistant principal will contact the parent/guardian by phone and letter, and the student may be suspended from the district transportation for 5 days.

6th Offense – a sixth Bus Citation is issued by the bus driver, the principal/assistant principal will contact the parent/guardian by phone and letter, and the student may be suspended from the district transportation for 10 days. Additional Citation(s) may result in permanent removal, if warranted.

These steps may be omitted if immediate removal/suspension is warranted.

ABA Outreach Services

www.aba-therapy.com ■ (216) 503-1234 ■ abaoutreach@aba-therapy.com
6537 Brecksville Rd., Independence, OH 44131

2026-2027 Behavioral Services Agreement

This Agreement is made by and between ABA Outreach Services and Brecksville-Broadview Heights City School District Board of Education ("District" or "Board") and shall be effective as of July 1st, 2026 and ending July 30th, 2027 subject to Board action approving it.

WHEREAS, the District seeks to contract with ABA Outreach Services to provide certain Applied Behavior Analysis (ABA) Services ("Behavioral Services"); and

WHEREAS, ABA Outreach Services is willing and able to provide Behavioral Services to the District;

THEREFORE, the District and ABA Outreach Services hereby agree as follows:

Relationship of the Parties: The relationship between the parties is that of independent contractors. Nothing contained in this Agreement shall constitute or be construed as creating any agency, partnership, joint venture, or other form of joint enterprise, employment or fiduciary relationship between the parties, and neither party shall have authority to contract for or bind the other party in any manner whatsoever;

Coverage: ABA Outreach Services shall provide Behavioral Services (e.g., ABA Therapy) pursuant to this Agreement. Specifically, ABA Outreach Services shall provide services upon request of the District, per availability;

Duties: ABA Outreach Services agrees to provide Behavioral Services that may include program development and assessment for individual students, direct instruction using Applied Behavior Analysis, training for personnel (including observation and hands-on instruction and advising IEP team members and other staff concerning the use of ABA principles and techniques in the delivery of specially designed instruction for students on IEPs), consultation, documentation, observations, monitoring of programs (including regular and special meetings with staff to evaluate the effectiveness and potential changes to the delivery of ABA

services), creation of behavior related materials, collaboration with other service providers. Additionally, ABA Outreach Services will provide the following deliverables: documentation, work product and other materials prepared by or on behalf of ABA Outreach Services that are delivered to the District so its staff can implement students' IEPs.

With respect to confidential information (as defined in Paragraph 5, below), the Receiving Party agrees (a) not to disclose or otherwise make available Confidential Information of the Disclosing Party to any third party without the prior written consent of the Disclosing Party; provided, however, that the Receiving Party may disclose the confidential information of the Disclosing Party to its officers, employees, consultants, and legal advisors who have a "need to know", who have been apprised of this restriction, and who are themselves bound by nondisclosure obligations at least as restrictive as those set forth in this Section; (b) to use the confidential information of the Disclosing Party only for the purposes of performing its obligations under this Agreement or, in the case of the District, to make use of the Behavioral Services and Deliverables; (c) promptly to notify the Disclosing Party in the event it becomes aware of any loss or disclosure of any of the confidential information of the Disclosing Party; (d) agrees to maintain education records that ABA Outreach Services generates concerning any student they work with, including the need to produce the records if requested by the District or a parent/guardian for the term of this Agreement through two (2) years after services have been completed including relevant emails and/or text correspondences.

Compliance: ABA Outreach Services will provide Behavioral Services to the District in accordance with applicable federal and state laws. All therapists provided to the District by ABA Outreach Services will hold required licensure or certification by the State of Ohio and ABA Outreach Services acknowledges that their therapists and principles are not suspended or debarred. ABA Outreach Services shall (a) ensure that its personnel have the legal right to work in the United States, and (b) conduct criminal background checks on any personnel they intend to have work in the District or provide services to the District pursuant to this Agreement; the criminal background checks shall be consistent with those conducted by the District with respect to individuals it directly employs. ABA Outreach Services will comply with the requirements of 45 CFR 164.504 (e)(1) for safeguarding and limiting access to information concerning beneficiaries and per the District request will allow representatives of the U.S. Department of Human Services, ODM, ODE/DEW, OCR, or any of their respective designees' access to books,

documents and records pertaining to the District's contracted services. ABA Outreach Services will comply with, and ensure its personnel comply with, all rules, regulations and policies promulgated by the District that are communicated to ABA Outreach Services in writing, including security procedures concerning systems and data and remote access thereto, building security procedures, and general health and safety practices and procedures. ABA Outreach Services shall further maintain complete and accurate records relating to the provision of the Behavioral Services provided to the District pursuant to this Agreement. Finally, ABA Outreach Services shall be responsible for their personnel who deliver services pursuant to this Agreement, including the payment of their compensation, and, as applicable, the withholding of income taxes, and payment and withholding of social security and other payroll taxes, unemployment insurance, workers' compensation insurance payments, and disability benefits;

Term: The term of this Agreement is for the 2026-2027 Academic Year, unless terminated sooner pursuant to this Paragraph. Either party, in its sole discretion, may terminate this Agreement, in whole or part, at any time without cause, by providing at least thirty (30) days prior written notice to the other party. Additionally, either party may terminate this Agreement, effective upon written notice to the other party, if the defaulting party breaches this Agreement and such breach is incapable of cure, or with respect to a breach capable of cure, the defaulting party does not cure such breach within thirty (30) days after receipt of written notice of such breach.

Upon expiration or termination of this Agreement, each party shall (a) return all materials of the other party, (b) return to the other party all documents and tangible materials (and any copies) containing, reflecting, incorporating, or based on the other party's confidential information, (c) permanently delete all of the other party's confidential information from its computer systems, and (d) certify in writing to the other party that it has complied with the requirements of this Paragraph, except the District may retain copies of any confidential information to the extent it/they constitute education records or are necessary to allow the District to make full use of the Behavioral Services. For purposes of this Agreement, the term "confidential information" means any information that is treated as confidential by a party, including but not limited to all non-public information about its business affairs, products or services, Intellectual Property Rights, trade secrets, third-party confidential information, and other sensitive or proprietary information, whether disclosed orally or in written, electronic, or other form or media, and whether or not marked, designated, or otherwise

identified as "confidential." Confidential information shall not include information that: (i) is already known to the Receiving Party without restriction on use or disclosure prior to receipt of such information from the Disclosing Party; (ii) is or becomes generally known by the public other than by breach of this Agreement by, or other wrongful act of, the Receiving Party; (iii) is developed by the Receiving Party independently of, and without reference to, any confidential information of the Disclosing Party; (iv) is received by the Receiving Party from a third party who is not under any obligation to the Disclosing Party to maintain the confidentiality of such information, or (v) is required to be disclosed pursuant to the Ohio Public Records Act (ORC 149.43) or a valid court order, provided the District gives prompt written notice to ABA Outreach Services to allow them an opportunity to seek a protective order.

In no event shall either party be liable for any personnel termination costs arising from the expiration or termination of this Agreement.

Finally, for a period of up to two (2) years after the termination of this Agreement, ABA Outreach Services agrees to make its personnel who have performed work in the District pursuant to this Agreement available for consultation with the District (including its legal counsel) to the extent necessary to allow the District to defend itself if a parent (or guardian) files a complaint with the Ohio Department of Education ("ODE") (or its successor – i.e., the Department of Education and Workforce ("DEW")) and/or a due process case with the District and ODE/DEW and/or a charge of discrimination and/or retaliation with the U.S. Department of Education Office for Civil Rights ("OCR") pertaining to or related to Behavioral Services covered by this Agreement. Further, ABA Outreach Services will make its personnel available to the extent they are subpoenaed to testify at a due process hearing or requested to participate in an interview required by an ODE/DEW investigator or an OCR investigator. Finally, ABA Outreach Services shall make its personnel available to the extent needed by the District to transition services that ABA Outreach Services personnel were delivering/overseeing pursuant to this Agreement to District's employees and/or other consultants retained by the District. Any of the services provided by ABA Outreach Services personnel pursuant to this Paragraph shall be compensated at the same rates and under the same arrangements as all other services provided pursuant to this Agreement. To the extent that an ABA Outreach Services staff member is no longer employed by ABA Outreach Services, ABA Outreach Services shall provide last known contact information to the District;

Rate of Service: In consideration of the provision of Behavioral Services as set forth in this Agreement, the District will compensate ABA Outreach Services in the following manner:

Daily Reserved BCBA:
Board Certified Behavior Analysts (BCBAs)/Behavior Specialist will be billed at $110 per hour of service for the academic calendar year (186 days);

- Same day cancellations (including calamity, inclement weather, etc.) and calendar changes after August 1st will be billed for the total service time scheduled;
- The District will be expected to pay for 50% of the total amount of hours per staff contracted if less than 50% of contracted hours per staff are used at the conclusion of the Academic Calendar Year.

Daily Reserved BT/RBT:
4 Behavior Technician/Registered Behavior Technicians will be billed at $55 per hour of service for the academic calendar year (176 school days);

- Same day cancellations (including calamity, inclement weather, etc.) and calendar changes after August 1st will be billed for the total service time scheduled;
- The District will be expected to pay for 50% of the total amount of hours per staff contracted if less than 50% of contracted hours per staff are used at the conclusion of the Academic Calendar Year.

- Extended School Year (ESY) hourly rates are to be billed the same as the rates stated above for each service requested.
- Additional Registered Behavior Technician (RBT) services requested on demand after July 1st, 2026 will be billed at $60 per hour of service.

Invoicing for Service

- ABA Outreach will provide the District with a monthly invoice with the summary of total hours provided by the BCBA(s) and RBT(s).
  - If requested, a list of specific hours, dates, and student names for services will be provided via email each month.
  - The District will not expect ABA Outreach Services to produce a catastrophic cost breakdown of service
- The District will pay ABA Outreach Services within 30 days of receipt of the invoice for prior month's services and submit payment to ABA

Outreach Services at the following address: 6537 Brecksville Road, Independence, Ohio 44131;
    - Electronic Funds Transfer (EFT) is preferred.
    - Credit card is not an accepted payment method
- The above listed hourly rates are all inclusive, and services may include, but not be limited to those services outlined above in Paragraph 3-Duties, including remote services, and travel between buildings/locations.
- The District will not expect ABA Outreach Services to work through a third party contracting agency;.
- Pursuant to Paragraph 1, the Parties agree that personnel provided by ABA Outreach Services pursuant to this Agreement are employees of ABA Outreach Services and are not District employees. The Parties also agree that any independent contractors of ABA Outreach Services are not District employees. ABA Outreach Services shall be responsible for making all deductions required by law from its employees' salary or wages. Because personnel provided by ABA Outreach Services are employees of ABA Outreach Services and are not District employees, the Parties agree that ABA Outreach Services employees are not eligible to actively participate in any public employee retirement system (e.g., Ohio's State Teachers Retirement System). As such, neither an employee deduction or employer contribution shall be made on behalf of ABA Outreach Services employees or personnel to any public employee retirement system. Notwithstanding any other provision of this Agreement, in the event that a public employee retirement system or court determines that any ABA Outreach Services employee or personnel, or any independent contractor of ABA Outreach Services, was a public employee, and that an employee deduction and/or employer contribution should have been made for that person, the parties shall negotiate not only how to handle this financial obligation prospectively but also how to address any past contributions that may need to be made by the District, ABA Outreach Services and/or employees hired by ABA Outreach Services for all work completed by said employees for the District prior to the parties determining the applicability of the STRS and SERS laws to the parties' contractual arrangement. Additionally, with respect to any past liability, District shall not be responsible for more than the employer-share of contributions to STRS and/or SERS. If the Parties determine STRS/SERS are applicable to ABA Outreach Services employees and they are unable to reach agreement concerning how to address this

situation prospectively, either party may terminate the Agreement with fourteen (14) calendar days' written notice to the other party.

Non-Solicitation: During the Term of this Agreement and any renewal period thereafter, and for a period of twelve (12) months thereafter, neither party shall, directly or indirectly, in any manner solicit or induce for employment any employee of the other party. A general advertisement or notice of a job listing or opening or other similar general publication of a job search or availability to fill employment positions, including on the internet, shall not be construed as a solicitation or inducement for the purposes of this Paragraph, and the hiring of any employee or independent contractor who freely responds thereto shall not be a breach. If either party breaches this Paragraph, the breaching party shall, on demand, pay to the non-breaching party the sum of twenty thousand dollars ($20,000), which represents the parties' agreed upon liquidated damages;

Insurance: At all times during the term of this Agreement, ABA Outreach Services shall procure and maintain, at its sole cost and expense, at least the following types and amounts of insurance coverage: (a) Professional Liability with limits no less than $1,000,000 per occurrence and $3,000,000 in the aggregate; (b) Worker's Compensation with limits no less than the minimum amount required by applicable law; ABA Outreach Services will promptly provide proof of such insurance to the District and a copy of the applicable certificate(s) of insurance upon a reasonable request;

Special Emergency Instructions: The District has procedures in place throughout the District to address incidents involving a fire, tornado, earthquake, and/or lock-down. ABA Outreach Services may, upon reasonable request, obtain copies of the District's policies and procedures that are applicable to employees, students and other guests on school property and/or in school buildings to address such emergency circumstances;

Liability: ABA Outreach Services shall be liable to District for any Loss arising out of or related to ABA Outreach Services's performance of Behavioral Services, if the acts or omissions of ABA Outreach Services or its employees, independent contractors, agents, or assistants are the result of gross neglect, reckless, or willful misconduct.

Mandated Reporters: All ABA Outreach Services employees are mandated reporters. Ohio Revised Code Section 2151.421 mandates that certain individuals

are required to make a report to child protective services or law enforcement if they suspect that abuse is taking place. The law requires that these individuals make a report if they believe that a reasonable person would also suspect abuse or neglect. Mandated reporters are not responsible for providing proof of abuse or conduct an investigation. It is a misdemeanor criminal offense to fail to report suspicions of child abuse or neglect. A licensed professional who fails to report suspected abuse could lose their license. If a report is made in good faith, the reporter is protected from civil or criminal liability if there is an unfounded complaint filed.

Miscellaneous:

(a) ***Notices***. All notices, requests, consents, claims, demands, waivers, and other communications hereunder shall be in writing and shall be deemed to have been given (i) when delivered by hand (with written confirmation of receipt); (ii) when received by the addressee if sent by a nationally recognized overnight courier (receipt requested); (iii) on the date sent by email if sent during normal business hours of the recipient, and on the next business day if sent after normal business hours of the recipient; or (iv) on the third day after the date mailed, by certified or registered mail, return receipt requested, postage prepaid. Such communications must be sent to the respective parties at the addresses listed herein, or such other address as the party may previously designate in writing. Address for ABA Outreach Services: 6537 Brecksville Rd., Independence, OH 44131 and abaoutreach@aba-therapy.com.

(b) ***Entire Agreement.*** This Agreement constitutes the sole and entire agreement of the parties to this Agreement with respect to the subject matter contained herein, and supersedes all prior and contemporaneous understandings and agreements, both written and oral, with respect to such subject matter.

(c) ***Assignment.*** Neither party may assign, transfer, or delegate any or all of its rights or obligations under this Agreement, including by operation of Law, without the prior written consent of the other party, which consent shall not be unreasonably withheld or delayed; provided, that, upon prior written notice to the other party, either party may assign the Agreement to a successor of all or substantially all of the assets of such party through merger, reorganization, consolidation, or acquisition. No assignment shall relieve the assigning party of any of its obligations hereunder. Any attempted assignment, transfer, or other conveyance in violation of the foregoing shall be null and

void. This Agreement shall be binding upon and shall insure to the benefit of the parties hereto and their respective successors and permitted assigns.

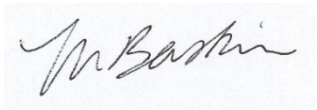
(d) ***Headings.*** The headings in this Agreement are for reference only and shall not affect the interpretation of this Agreement.

(e) ***Amendments/Waiver.*** This Agreement may be amended, modified, or supplemented only by an agreement in writing signed by each party hereto. No waiver by any party of any of the provisions hereof shall be effective unless explicitly set forth in writing and signed by the party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any rights, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof; nor shall any single or partial exercise of any right, remedy, power, or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

(f) ***Interpretation.*** If any term or provision of this Agreement is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. Upon such determination that any term or other provision is invalid, illegal, or unenforceable, the parties hereto shall negotiate in good faith to modify this Agreement so as to effect the original intent of the parties as closely as possible in a mutually acceptable manner in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

(g) ***Governing Law.*** This Agreement shall be governed by and construed in accordance with the internal laws of the State of Ohio without giving effect to any choice or conflict of law provision or rule (whether of the State of Ohio or any other jurisdiction) that would cause the application of Laws of any jurisdiction other than those of the State of Ohio. Any legal suit, action, or proceeding arising out of [or related to] this Agreement or the Behavioral Services provided hereunder shall be instituted exclusively in the federal courts of the United States or the courts of the State of Ohio in each case located in the City of Cleveland and County of Cuyahoga, and each party irrevocably submits to the exclusive jurisdiction of such courts in any such suit, action, or proceeding. Service of process, summons, notice, or other

document by mail to such party's address set forth herein shall be effective service of process for any suit, action, or other proceeding brought in any such court.



____ _____ __5/20/2026_____

Director of ABA Outreach Services Date

_____ _____

Brecksville-Broadview Heights City School District Date

899 Frost Road
Streetsboro, OH 44241
330-963-8600
www.kidslinkohio.com

KIDSLINK SCHOOL DISTRICT CONTRACT

RECITALS

This Placement Contract (hereinafter "Agreement ") is made by and between the KidsLink School, LLC and Brecksville-Broadview Heights City Schools. Both parties enter into this Agreement for the purpose of meeting the educational needs and providing the necessary services of the Individual Educational Plans of the student.

WHEREAS, Brecksville-Broadview Heights City Schools agrees to purchase therapeutic services (hereinafter "placement') from KidsLink School for the student.

WHEREAS, KidsLink School is qualified and willing to provide services to the student.

AGREEMENT

Services:

It is the Brecksville-Broadview Heights City Schools team's responsibility to evaluate and provide the most up to date "ETR"and "IEP" prior to placement of the student. The district may contract with KidsLink School separately in order to assist with the assessment and comprehensive evaluation for an additional fee. Upon placement of the student, the district will continue to be responsible for the three year comprehensive "ETR" assessment.

KidsLink School shall provide a placement for the student to include individual weekly therapy in the areas of academics, direct therapies as listed in the IEP as well as behavior management. The development and implementation of the above services, being presented in an individualized education program "IEP", are the mutual responsibility of KidsLink School and The District. Excluded are any other services not mentioned in this contract.

There is a minimum 15 hour program development/initiation fee and a 15 hour transition fee for assisting with transition out of the program when the IEP team determines it is appropriate. This includes transition to the school district, other therapeutic facilities or adult service programs. The fee for both startup and transition is $180/hr. Hours beyond the described amount will be discussed by the team prior to accruing or billing for any additional time.

KidsLink School's overall goal, where possible, is to transition students back to their home district per the IEP team support. With this goal in mind KidsLink would request access to general education student materials (i.e. books, curriculum and related supports) for the collaborating age/grade level of the student enrolled to appropriately prepare them to transition.

Upon placement of the student, the student and their family will operate under the KidsLink School policies and practices which include a heavy emphasis on behavior management.

Communication:

As part of KidsLink School's primary obligation to provide the most appropriate therapeutic, behavioral and academic services to the student, communication between the family and KidsLink School is very important.

KidsLink School will be providing the family with daily communication notes, as well as quarterly reports pertaining to the progress of the child in his therapeutic, behavioral and academic services. The family and the district may also request communication via email and phone calls at the discretion of the KidsLink School Staff. Observations of the classroom may be requested by the family and school district on a monthly basis (1 hour in length).

The time and date of observations are at the discretion of the KidsLink School Staff. Additional home visits may be requested quarterly by the family.

KidsLink School may use AI-assisted note-taking technology to assist with the services provided to the student. This AI technology utilizes state-of-the-art natural language processing algorithms to accurately transcribe and organize conversations and notes between students and KidsLink School staff. These notes will be securely stored in the students' electronic record for reference by authorized members of KidsLink School, the family and the District.

Term: Placement shall begin September 1, 2026 and end August 31, 2027. Dates of services are identified by the adopted KidsLink School Calendar reflecting 200 days of services in the school year from 9/1/2026 to 8/31/2027.

At any time, should either party under this agreement be dissatisfied with any services rendered, they have the right to withdraw from the agreement providing they submit a thirty (30) day notice, unless there are clear identified behaviors causing significant danger or injury to staff or students for which the district and the family has been aware of for at least 2 weeks

Program Staffing: KidsLink School reserves the right to determine the appropriate and suitable staffing personnel for the child. Any staff changes are at KidsLink's sole discretion and determination and without prior notice of any changes or decisions.

There can be no guarantees pertaining to the integrity or outcomes of services. KidsLink School cannot guarantee the effectiveness of the outcomes of the programming implemented, but will be sure to provide quarterly documentation of progress for review.

Compensation: The total amount per student is as follows:

[redacted]

- **$101,000/YEAR**
- **$8,416.67/MONTH**
- **$505/DAY**

Which will be billed in (12) installments of $8,416.67. 1st invoice will be September 1, 2026. Invoices will be sent on the 15th of the previous month with payment due by the 15th of the month of service. There will be a $100 discount for payments postmarked by the 1st of each month. The final bill for this contract will be August 1st of 2027.

All checks shall be made payable to KidsLink School, LLC and be addressed to 899 Frost Road, Streetsboro, OH 44241.

Termination. Either party may terminate this Agreement at any time with 30 days written notice. Payment prior to services being provided is not a guarantee that this contract will continue or cannot be terminated. Upon termination, a final billing or refund will be processed based on the actual weeks of services provided.

Entire Agreement. This Agreement contains the entire agreement between both parties. Any and all amendments to this Agreement must be made in writing and signed by the two parties. The terms of this agreement between KidsLink and the District supersede any other agreement for educational services to be provided to the applicable student during the term of this agreement.

Governing Law. This Agreement is made in Portage County Ohio and shall be governed by the laws of Ohio.

Jocelyn Hale /klm _____ 4/22/26_____

KidsLink School, LLC – **DIRECTOR** Date

_____ _____

Brecksville-Broadview Heights City Schools Representative Date

Docusign Envelope ID: AA1EBFCD-5CCE-8FAD-804B-ECE8087DAB31

CLEVELAND CLINIC LERNER SCHOOL FOR AUTISM
Cleveland Clinic Children's Hospital for Rehabilitation
2026–2027 School Tuition Agreement with School System
Brecksville-Broadview Heights SCHOOL DISTRICT

This School Tuition Agreement ("AGREEMENT") dated this 05/13/2026, is between Brecksville-Broadview Heights School District Board of Education in the State of Ohio ("SENDING DISTRICT") and Cleveland Clinic Children's Hospital for Rehabilitation, on behalf of its Lerner School for Autism, a non-public school for children with autism spectrum and related disorders located in the State of Ohio ("NON-PUBLIC SCHOOL").

WITNESSETH:

In consideration of the covenants herein contained, the parties agree as follows:

1. The SENDING DISTRICT agrees to purchase from the NON-PUBLIC SCHOOL the agreed upon education services described in the individualized educational program and/or education curriculum plan ("SERVICES") for [redacted], resident pupil ("PUPIL") from the SENDING DISTRICT. The NON-PUBLIC SCHOOL agrees to provide SERVICES to the PUPIL during the 2026–2027 school year, inclusive of the summer of 2027, in accordance with the Individuals with Disabilities Education Act (hereafter "IDEA") (20 U.S.C. §§ 1400, *et seq.*) and the regulations promulgated thereunder and Ohio Revised Code Title XXXIII, Chapter 3323 and the regulations promulgated thereunder by the State Board of Education, as applicable. Upon placement of the PUPIL, NON-PUBLIC SCHOOL will not be responsible for, and SENDING DISTRICT will continue to be responsible for, the three year comprehensive Evaluation Team Report (ETR). PUPIL and his/her parents/guardians will comply with the NON-PUBLIC SCHOOL policies and procedures, including its Parent Handbook, which may be revised from time to time at NON-PUBLIC SCHOOL's sole discretion. The NON-PUBLIC SCHOOL reserves the right to determine the appropriate and suitable staffing personnel for PUPIL. Any staff changes are at the NON-PUBLIC SCHOOL's sole discretion and determination and without prior notice of any changes or decisions. There can be no guarantees pertaining to the integrity or outcomes of services. The NON-PUBLIC SCHOOL cannot guarantee the effectiveness of the outcomes of the programming implemented, but will provide SENDING DISTRICT with documentation of progress for review.

2. This AGREEMENT is effective as of 08/17/2026 (the "EFFECTIVE DATE") and shall continue in full force and effect until July 30, 2027, unless otherwise terminated sooner as provided herein.

3. Tuition charges under this AGREEMENT, as well as the payment of the same, shall be made in accordance with applicable Ohio Statutes and the rules and regulations of the State Board of Education.

   A. The SENDING DISTRICT agrees to pay the NON-PUBLIC SCHOOL tuition for the term of this AGREEMENT of One Hundred Thousand Eight Hundred Dollars ($100,800.00). Payments may be made according to one of the following payment options; **one option must be selected**

Docusign Envelope ID: AA1EBFCD-5CCE-8FAD-804B-ECE8087DAB31

docusign support

DocuSign helps organizations connect and automate how they prepare, sign, and manage agreements. DocuSign offers eSignature: a way to sign electronically on practically any device, from almost anywhere, at any time.

The Signature Experience:

- An email notification from DocuSign will be received. Open the email and review the message from the sender. Click "**REVIEW DOCUMENT**" to begin the signing process.
- If this is your first time, review the consumer disclosure then select the checkbox for "I AGREE TO USE ELECTRONIC RECORDS AND SIGNATURES".
- Click "**CONTINUE**" to begin the signing process or click "**OTHER ACTIONS**" for additional options.
- Click the start tag on the left to begin the signing process. You will be driven to the first field that requires your action. You can click "**SIGN**" to apply a signature or type into text fields as needed.
- When you finish clicking all signature tags in the document, confirm signing by clicking "**FINISH**". A message appears stating that you have completed your document. You will receive an email notification when the document is fully signed to receive a copy. The sender also receives an email with the signed document attached and the signed document appears in their DocuSign account.

Other Actions: Print and Sign

To print the document, open the "**OTHER ACTIONS**" drop down located in the top right-hand corner of the screen, and click "**PRINT & SIGN**". Click the "**UPLOAD**" radio button and then click "**CONTINUE**". Click "**DOWNLOAD**" and save a copy of the document to your computer for printing. Once you click on "**DOWNLOAD**", the "**RETURN DOCUMENT**" option will become available.

When the document has been signed and is ready to upload, click on "**RETURN DOCUMENT**". Click on "**UPLOAD FILE**" and choose the saved, signed document to upload. Once upload is complete, click "**FINISH**". A message appears stating that you have completed your document. You will receive an email notification when the document is fully signed to receive a copy.

Other Actions: Transferring Signing Responsibility to Another Party

To reassign the document, open the "**OTHER ACTIONS**" drop down located in the top right-hand corner of the screen, and click "**ASSIGN TO SOMEONE ELSE**". A new window will open as shown below. Fill in the email address of the new signer, new signer's name and provide the reason for reassignment in the comment box. The person the document is being transferred to will see this comment in their email signature notification. Once all fields are populated, the "**ASSIGN TO SOMEONE ELSE**" button will become available. Clicking this button will complete the transfer of signing responsibility.

After clicking on the "**ASSIGN TO SOMEONE ELSE**" button, the new signer will receive an email notification identical to the one that the original signer received. They will just need to click the link to open the document and follow the signature prompts. The name of the person signing will automatically be updated on the document.

below:

☐ **OPTION 1:**
One (1) payment in the amount of Ninety-Eight Thousand Seven Hundred Eighty-Four Dollars ($98,784.00), which must be paid by check and is due NO LATER than August 17, 2026. This amount represents a discount of two percent (2.0%) from the tuition charges for the term of this AGREEMENT. If payment is not received in full by August 17, 2026, then SENDING DISTRICT will make payments in accordance with Option 2 below. Notwithstanding the foregoing, if the PUPIL does not enroll at the start of the 2026–2027 school year term, tuition charges will be calculated and due for payment as described in Section 3(C).

☐ **OPTION 2:**
Twelve (12) monthly payments each in the amount of Eight Thousand Four Hundred Dollars ($8,400.00) which shall be due NO LATER than the first (1st) day of each month, with the first payment due on August 1, 2026 and the final payment due on July 1, 2027. Notwithstanding the foregoing, if the PUPIL does not enroll at the start of the 2026–2027 school year term, tuition rates will be calculated and due for payment as described in Section 3(C).

B. In the event that services beyond those listed in Section 1 of this AGREEMENT are deemed to be needed, the parties will enter into a separate agreement outlining the scope of those services and the additional compensation, if any. If SENDING DISTRICT determines that a multifactored evaluation (MFE) is needed and wishes to engage the NON-PUBLIC SCHOOL to conduct the MFE, NON-PUBLIC SCHOOL will perform such service for an additional charge as agreed to in a separate agreement.

C. In the event that the PUPIL does not enroll at the start of the 2026–2027 school year term, tuition charges shall be calculated as further described herein. Tuition shall commence as follows:

1. If the PUPIL's scheduled start date is on or between the first (1st) and fifteenth (15th) day of the month, tuition shall commence on the first (1st) day of such month.
2. If the PUPIL's scheduled start date is on or between the sixteenth (16th) day of the month and the final day of the month, tuition shall commence on the fifteenth (15th) day of such month.

In the event that the PUPIL does not enroll at the start of the 2026–2027 school year term and if payment is made according to Option 1 as outlined in Section 3(A), the tuition payment is due no later than thirty (30) days after the PUPIL's scheduled start date. In the event that the PUPIL does not enroll at the start of the 2026–2027 school year term and if payment is made according to Option 2 as outlined in Section 3(A), the first tuition payment is due prior to the PUPIL's scheduled start date and any remaining payments will be made pursuant to the applicable payment schedule as described in Section 3(A).

4. Invoices will be sent to the SENDING DISTRICT based on the tuition payment schedules outlined in Section 3 of this AGREEMENT and will include appropriate PUPIL identification. All payments are to be mailed to the following address:

CCF Accounts Receivable
P.O. Box 931760
Cleveland, Ohio 44193

If payments are sixty (60) days or more past due, beginning with the following calendar month, the NON-PUBLIC SCHOOL shall have the right to immediately suspend SERVICES, release the PUPIL from the NON-PUBLIC SCHOOL, and terminate this AGREEMENT immediately. NON-PUBLIC SCHOOL shall forward unpaid balances to a collection agency. Termination of this AGREEMENT shall not affect NON-PUBLIC SCHOOL's right to pursue recovery of any payments or other amounts owed under this AGREEMENT.

5. The NON-PUBLIC SCHOOL agrees to record PUPIL's attendance in a public school register as required by the rules and regulations of the Ohio State Board of Education.

6. SERVICES for PUPIL will not commence until all required enrollment forms and documents, including the execution of this AGREEMENT, are completed and returned to the NON-PUBLIC SCHOOL prior to the PUPIL's scheduled start date. All medications, if needed, must be received by the NON-PUBLIC SCHOOL prior to the PUPIL's scheduled start date.

7. Either party may terminate this AGREEMENT for any reason by providing at least thirty (30) days' prior written notice to the other party.

- However, if the SENDING DISTRICT does not provide at least thirty (30) days' prior written notice, the NON-PUBLIC SCHOOL will charge the SENDING DISTRICT an amount based upon a termination date set at thirty (30) days after SENDING DISTRICT's actual notice date. The amount shall be calculated as follows:
  1. If the PUPIL's termination date as determined by this Section 7 is on or between the first (1st) and fifteenth (15th) day of the month, SENDING DISTRICT shall be charged, and shall be responsible for payment of, fifty percent (50%) of the monthly tuition rate for the final month.
  2. If the PUPIL's termination date as determined by this Section 7 is on or between the sixteenth (16th) day of the month and the final day of the month, SENDING DISTRICT shall be charged, and be responsible for payment of, the full monthly tuition rate for the final month.

- However, if the NON-PUBLIC SCHOOL does not provide at least thirty (30) days' prior written notice, the SENDING DISTRICT is only responsible for tuition up to and including the PUPIL's last day of attendance.

8. If the PUPIL is absent for more than five (5) consecutive days, the NON-PUBLIC SCHOOL agrees to notify the SENDING DISTRICT of such absence to allow the SENDING DISTRICT the option of investigating PUPIL's enrollment status. If the SENDING DISTRICT discovers enrollment has

ceased, SENDING DISTRICT will provide written notice of the termination to the NON-PUBLIC SCHOOL and will be responsible for the amount outlined under Section 7 above. If the NON-PUBLIC SCHOOL fails to notify the SENDING DISTRICT, its right to tuition beyond the absences not communicated will be waived. If there is a violation of the attendance requirements as outlined in the Parent Handbook or as otherwise communicated by the NON-PUBLIC SCHOOL, the NON-PUBLIC SCHOOL reserves the right to terminate this AGREEMENT.

9. In the event that any dispute arises under this AGREEMENT, the parties will seek to resolve the dispute as expeditiously as possible with the understanding that the interests of the PUPIL shall be of the foremost concern in resolving such disputes.

10. In the event that the letter of approval to operate from the Ohio Department of Education and Workforce is withdrawn from the NON-PUBLIC SCHOOL, this AGREEMENT shall terminate. The SENDING DISTRICT shall be responsible for the length of time the PUPIL is enrolled.

11. The parties agree to comply with all applicable laws, rules and regulations as they may be amended from time to time. In the event that any part of this AGREEMENT is determined to violate federal, state, or local laws, rules, or regulations, or NON-PUBLIC SCHOOL policy, the parties agree to negotiate in good faith revisions to the provision or provisions which are in violation. In the event the parties are unable to agree to new or modified terms as required to bring the entire AGREEMENT into compliance, either party may terminate this AGREEMENT on thirty (30) days' prior written notice to the other party, or earlier if necessary to prevent noncompliance with a governmental deadline or effective date.

12. Enrollment is for full-day SERVICES. Leaves of absence from the program are typically not permitted without payment of tuition, but may be considered on an individual basis and at the sole discretion of NON-PUBLIC SCHOOL. Continued placement will be considered based on individual circumstances and at the sole discretion of NON-PUBLIC SCHOOL.

13. Any notice required or permitted to be given hereunder by either party hereunder shall be in writing and shall be deemed given on the date received if delivered personally or by a reputable overnight delivery service, or three (3) days after the date postmarked if sent by registered or certified mail, return receipt requested, postage prepaid to the following addresses:

If to SENDING DISTRICT:

_____

_____

_____

_____

If to NON-PUBLIC SCHOOL:

Cleveland Clinic Center for Autism
2801 Martin Luther King Jr. Blvd.
Cleveland, Ohio 44104
Attn: Department Manager, Cleveland Clinic Center for Autism

notice. This restriction shall not prohibit SENDING DISTRICT from engaging in general advertising or other general solicitation not targeted at any such employee, or from hiring or employing such employee who responds to a general advertisement or general solicitation not targeted at any such employee.

G. Neither party shall be liable to the other for failure or delay in the performance of a required obligation if such failure or delay is caused by an act of any federal, state or local governmental authority, act of God, strike, riot, fire, flood, lightning, electrical power failure, natural disaster, or other similar cause beyond its control. However, notwithstanding the foregoing, this Sub-Section 17(G) shall not apply to the financial obligation of SENDING DISTRICT to pay NON-PUBLIC SCHOOL for amounts due for services provided hereunder. Each party shall immediately provide written notice to the other of any such condition. Either party may terminate this AGREEMENT due to such condition if such force majeure continues for a period of thirty (30) days or longer.

H. SENDING DISTRICT attests that it has obtained the necessary consent and authorization from the PUPIL's parent(s)/legal guardian(s) to enroll PUPIL in the NON-PUBLIC SCHOOL and to share information with the NON-PUBLIC SCHOOL about the PUPIL as needed related to the PUPIL's education and/or placement.

I. The parties agree that an electronic signature hereto shall be deemed to have the same legal effect and enforceability as a written signature.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be duly executed:

CLEVELAND CLINIC CHILDREN'S HOSPITAL FOR REHABILITATION

_____
Hospital Administrator/Hospital Director

_____
Date

SENDING DISTRICT

_____
Authorized Signatory

_____
Date

_____
Job Title

Docusign Envelope ID: AA1EBFCD-5CCE-8FAD-804B-ECE8087DAB31

docusign support

DocuSign helps organizations connect and automate how they prepare, sign, and manage agreements. DocuSign offers eSignature: a way to sign electronically on practically any device, from almost anywhere, at any time.

The Signature Experience:

- An email notification from DocuSign will be received. Open the email and review the message from the sender. Click "**REVIEW DOCUMENT**" to begin the signing process.
- If this is your first time, review the consumer disclosure then select the checkbox for "I AGREE TO USE ELECTRONIC RECORDS AND SIGNATURES".
- Click "**CONTINUE**" to begin the signing process or click "**OTHER ACTIONS**" for additional options.
- Click the start tag on the left to begin the signing process. You will be driven to the first field that requires your action. You can click "**SIGN**" to apply a signature or type into text fields as needed.
- When you finish clicking all signature tags in the document, confirm signing by clicking "**FINISH**". A message appears stating that you have completed your document. You will receive an email notification when the document is fully signed to receive a copy. The sender also receives an email with the signed document attached and the signed document appears in their DocuSign account.

Other Actions: Print and Sign

To print the document, open the "**OTHER ACTIONS**" drop down located in the top right-hand corner of the screen, and click "**PRINT & SIGN**". Click the "**UPLOAD**" radio button and then click "**CONTINUE**". Click "**DOWNLOAD**" and save a copy of the document to your computer for printing. Once you click on "**DOWNLOAD**", the "**RETURN DOCUMENT**" option will become available.

When the document has been signed and is ready to upload, click on "**RETURN DOCUMENT**". Click on "**UPLOAD FILE**" and choose the saved, signed document to upload. Once upload is complete, click "**FINISH**". A message appears stating that you have completed your document. You will receive an email notification when the document is fully signed to receive a copy.

Other Actions: Transferring Signing Responsibility to Another Party

To reassign the document, open the "**OTHER ACTIONS**" drop down located in the top right-hand corner of the screen, and click "**ASSIGN TO SOMEONE ELSE**". A new window will open as shown below. Fill in the email address of the new signer, new signer's name and provide the reason for reassignment in the comment box. The person the document is being transferred to will see this comment in their email signature notification. Once all fields are populated, the "**ASSIGN TO SOMEONE ELSE**" button will become available. Clicking this button will complete the transfer of signing responsibility.

After clicking on the "**ASSIGN TO SOMEONE ELSE**" button, the new signer will receive an email notification identical to the one that the original signer received. They will just need to click the link to open the document and follow the signature prompts. The name of the person signing will automatically be updated on the document.

Docusign Envelope ID: 613053C7-5FBF-883A-8241-B83F3A72F50F

CLEVELAND CLINIC LERNER SCHOOL FOR AUTISM
Cleveland Clinic Children's Hospital for Rehabilitation
2026–2027 School Tuition Agreement with School System
Brecksville- Broadview Heights SCHOOL DISTRICT

This School Tuition Agreement ("AGREEMENT") dated this 05/14/2026, is between Brecksville- Broadview Heights School District Board of Education in the State of Ohio ("SENDING DISTRICT") and Cleveland Clinic Children's Hospital for Rehabilitation, on behalf of its Lerner School for Autism, a non-public school for children with autism spectrum and related disorders located in the State of Ohio ("NON-PUBLIC SCHOOL").

WITNESSETH:

In consideration of the covenants herein contained, the parties agree as follows:

1. The SENDING DISTRICT agrees to purchase from the NON-PUBLIC SCHOOL the agreed upon education services described in the individualized educational program and/or education curriculum plan ("SERVICES") for [redacted], resident pupil ("PUPIL") from the SENDING DISTRICT. The NON-PUBLIC SCHOOL agrees to provide SERVICES to the PUPIL during the 2026–2027 school year, inclusive of the summer of 2027, in accordance with the Individuals with Disabilities Education Act (hereafter "IDEA") (20 U.S.C. §§ 1400, *et seq.*) and the regulations promulgated thereunder and Ohio Revised Code Title XXXIII, Chapter 3323 and the regulations promulgated thereunder by the State Board of Education, as applicable. Upon placement of the PUPIL, NON-PUBLIC SCHOOL will not be responsible for, and SENDING DISTRICT will continue to be responsible for, the three year comprehensive Evaluation Team Report (ETR). PUPIL and his/her parents/guardians will comply with the NON-PUBLIC SCHOOL policies and procedures, including its Parent Handbook, which may be revised from time to time at NON-PUBLIC SCHOOL's sole discretion. The NON-PUBLIC SCHOOL reserves the right to determine the appropriate and suitable staffing personnel for PUPIL. Any staff changes are at the NON-PUBLIC SCHOOL's sole discretion and determination and without prior notice of any changes or decisions. There can be no guarantees pertaining to the integrity or outcomes of services. The NON-PUBLIC SCHOOL cannot guarantee the effectiveness of the outcomes of the programming implemented, but will provide SENDING DISTRICT with documentation of progress for review.

2. This AGREEMENT is effective as of 08/17/2026 (the "EFFECTIVE DATE") and shall continue in full force and effect until July 30, 2027, unless otherwise terminated sooner as provided herein.

3. Tuition charges under this AGREEMENT, as well as the payment of the same, shall be made in accordance with applicable Ohio Statutes and the rules and regulations of the State Board of Education.

   A. The SENDING DISTRICT agrees to pay the NON-PUBLIC SCHOOL tuition for the term of this AGREEMENT of One Hundred Thousand Eight Hundred Dollars ($100,800.00). Payments may be made according to one of the following payment options; **one option must be selected**

Docusign Envelope ID: 613053C7-5FBF-883A-8241-B83F3A72F50F

docusign support

DocuSign helps organizations connect and automate how they prepare, sign, and manage agreements. DocuSign offers eSignature: a way to sign electronically on practically any device, from almost anywhere, at any time.

The Signature Experience:

- An email notification from DocuSign will be received. Open the email and review the message from the sender. Click "**REVIEW DOCUMENT**" to begin the signing process.
- If this is your first time, review the consumer disclosure then select the checkbox for "I AGREE TO USE ELECTRONIC RECORDS AND SIGNATURES".
- Click "**CONTINUE**" to begin the signing process or click "**OTHER ACTIONS**" for additional options.
- Click the start tag on the left to begin the signing process. You will be driven to the first field that requires your action. You can click "**SIGN**" to apply a signature or type into text fields as needed.
- When you finish clicking all signature tags in the document, confirm signing by clicking "**FINISH**". A message appears stating that you have completed your document. You will receive an email notification when the document is fully signed to receive a copy. The sender also receives an email with the signed document attached and the signed document appears in their DocuSign account.

Other Actions: Print and Sign

To print the document, open the "**OTHER ACTIONS**" drop down located in the top right-hand corner of the screen, and click "**PRINT & SIGN**". Click the "**UPLOAD**" radio button and then click "**CONTINUE**". Click "**DOWNLOAD**" and save a copy of the document to your computer for printing. Once you click on "**DOWNLOAD**", the "**RETURN DOCUMENT**" option will become available.

When the document has been signed and is ready to upload, click on "**RETURN DOCUMENT**". Click on "**UPLOAD FILE**" and choose the saved, signed document to upload. Once upload is complete, click "**FINISH**". A message appears stating that you have completed your document. You will receive an email notification when the document is fully signed to receive a copy.

Other Actions: Transferring Signing Responsibility to Another Party

To reassign the document, open the "**OTHER ACTIONS**" drop down located in the top right-hand corner of the screen, and click "**ASSIGN TO SOMEONE ELSE**". A new window will open as shown below. Fill in the email address of the new signer, new signer's name and provide the reason for reassignment in the comment box. The person the document is being transferred to will see this comment in their email signature notification. Once all fields are populated, the "**ASSIGN TO SOMEONE ELSE**" button will become available. Clicking this button will complete the transfer of signing responsibility.

After clicking on the "**ASSIGN TO SOMEONE ELSE**" button, the new signer will receive an email notification identical to the one that the original signer received. They will just need to click the link to open the document and follow the signature prompts. The name of the person signing will automatically be updated on the document.

below:

☐ **OPTION 1:**

One (1) payment in the amount of Ninety-Eight Thousand Seven Hundred Eighty-Four Dollars ($98,784.00), which must be paid by check and is due NO LATER than August 17, 2026. This amount represents a discount of two percent (2.0%) from the tuition charges for the term of this AGREEMENT. If payment is not received in full by August 17, 2026, then SENDING DISTRICT will make payments in accordance with Option 2 below. Notwithstanding the foregoing, if the PUPIL does not enroll at the start of the 2026–2027 school year term, tuition charges will be calculated and due for payment as described in Section 3(C).

☐ **OPTION 2:**

Twelve (12) monthly payments each in the amount of Eight Thousand Four Hundred Dollars ($8,400.00) which shall be due NO LATER than the first (1st) day of each month, with the first payment due on August 1, 2026 and the final payment due on July 1, 2027. Notwithstanding the foregoing, if the PUPIL does not enroll at the start of the 2026–2027 school year term, tuition rates will be calculated and due for payment as described in Section 3(C).

B. In the event that services beyond those listed in Section 1 of this AGREEMENT are deemed to be needed, the parties will enter into a separate agreement outlining the scope of those services and the additional compensation, if any. If SENDING DISTRICT determines that a multifactored evaluation (MFE) is needed and wishes to engage the NON-PUBLIC SCHOOL to conduct the MFE, NON-PUBLIC SCHOOL will perform such service for an additional charge as agreed to in a separate agreement.

C. In the event that the PUPIL does not enroll at the start of the 2026–2027 school year term, tuition charges shall be calculated as further described herein. Tuition shall commence as follows:

1. If the PUPIL's scheduled start date is on or between the first (1st) and fifteenth (15th) day of the month, tuition shall commence on the first (1st) day of such month.
2. If the PUPIL's scheduled start date is on or between the sixteenth (16th) day of the month and the final day of the month, tuition shall commence on the fifteenth (15th) day of such month.

In the event that the PUPIL does not enroll at the start of the 2026–2027 school year term and if payment is made according to Option 1 as outlined in Section 3(A), the tuition payment is due no later than thirty (30) days after the PUPIL's scheduled start date. In the event that the PUPIL does not enroll at the start of the 2026–2027 school year term and if payment is made according to Option 2 as outlined in Section 3(A), the first tuition payment is due prior to the PUPIL's scheduled start date and any remaining payments will be made pursuant to the applicable payment schedule as described in Section 3(A).

4. Invoices will be sent to the SENDING DISTRICT based on the tuition payment schedules outlined in Section 3 of this AGREEMENT and will include appropriate PUPIL identification. All payments are to be mailed to the following address:

CCF Accounts Receivable
P.O. Box 931760
Cleveland, Ohio 44193

If payments are sixty (60) days or more past due, beginning with the following calendar month, the NON-PUBLIC SCHOOL shall have the right to immediately suspend SERVICES, release the PUPIL from the NON-PUBLIC SCHOOL, and terminate this AGREEMENT immediately. NON-PUBLIC SCHOOL shall forward unpaid balances to a collection agency. Termination of this AGREEMENT shall not affect NON-PUBLIC SCHOOL's right to pursue recovery of any payments or other amounts owed under this AGREEMENT.

5. The NON-PUBLIC SCHOOL agrees to record PUPIL's attendance in a public school register as required by the rules and regulations of the Ohio State Board of Education.

6. SERVICES for PUPIL will not commence until all required enrollment forms and documents, including the execution of this AGREEMENT, are completed and returned to the NON-PUBLIC SCHOOL prior to the PUPIL's scheduled start date. All medications, if needed, must be received by the NON-PUBLIC SCHOOL prior to the PUPIL's scheduled start date.

7. Either party may terminate this AGREEMENT for any reason by providing at least thirty (30) days' prior written notice to the other party.

- However, if the SENDING DISTRICT does not provide at least thirty (30) days' prior written notice, the NON-PUBLIC SCHOOL will charge the SENDING DISTRICT an amount based upon a termination date set at thirty (30) days after SENDING DISTRICT's actual notice date. The amount shall be calculated as follows:
  1. If the PUPIL's termination date as determined by this Section 7 is on or between the first (1st) and fifteenth (15th) day of the month, SENDING DISTRICT shall be charged, and shall be responsible for payment of, fifty percent (50%) of the monthly tuition rate for the final month.
  2. If the PUPIL's termination date as determined by this Section 7 is on or between the sixteenth (16th) day of the month and the final day of the month, SENDING DISTRICT shall be charged, and be responsible for payment of, the full monthly tuition rate for the final month.

- However, if the NON-PUBLIC SCHOOL does not provide at least thirty (30) days' prior written notice, the SENDING DISTRICT is only responsible for tuition up to and including the PUPIL's last day of attendance.

8. If the PUPIL is absent for more than five (5) consecutive days, the NON-PUBLIC SCHOOL agrees to notify the SENDING DISTRICT of such absence to allow the SENDING DISTRICT the option of investigating PUPIL's enrollment status. If the SENDING DISTRICT discovers enrollment has

ceased, SENDING DISTRICT will provide written notice of the termination to the NON-PUBLIC SCHOOL and will be responsible for the amount outlined under Section 7 above. If the NON-PUBLIC SCHOOL fails to notify the SENDING DISTRICT, its right to tuition beyond the absences not communicated will be waived. If there is a violation of the attendance requirements as outlined in the Parent Handbook or as otherwise communicated by the NON-PUBLIC SCHOOL, the NON-PUBLIC SCHOOL reserves the right to terminate this AGREEMENT.

9. In the event that any dispute arises under this AGREEMENT, the parties will seek to resolve the dispute as expeditiously as possible with the understanding that the interests of the PUPIL shall be of the foremost concern in resolving such disputes.

10. In the event that the letter of approval to operate from the Ohio Department of Education and Workforce is withdrawn from the NON-PUBLIC SCHOOL, this AGREEMENT shall terminate. The SENDING DISTRICT shall be responsible for the length of time the PUPIL is enrolled.

11. The parties agree to comply with all applicable laws, rules and regulations as they may be amended from time to time. In the event that any part of this AGREEMENT is determined to violate federal, state, or local laws, rules, or regulations, or NON-PUBLIC SCHOOL policy, the parties agree to negotiate in good faith revisions to the provision or provisions which are in violation. In the event the parties are unable to agree to new or modified terms as required to bring the entire AGREEMENT into compliance, either party may terminate this AGREEMENT on thirty (30) days' prior written notice to the other party, or earlier if necessary to prevent noncompliance with a governmental deadline or effective date.

12. Enrollment is for full-day SERVICES. Leaves of absence from the program are typically not permitted without payment of tuition, but may be considered on an individual basis and at the sole discretion of NON-PUBLIC SCHOOL. Continued placement will be considered based on individual circumstances and at the sole discretion of NON-PUBLIC SCHOOL.

13. Any notice required or permitted to be given hereunder by either party hereunder shall be in writing and shall be deemed given on the date received if delivered personally or by a reputable overnight delivery service, or three (3) days after the date postmarked if sent by registered or certified mail, return receipt requested, postage prepaid to the following addresses:

If to SENDING DISTRICT:

_____
_____
_____
_____

If to NON-PUBLIC SCHOOL:

Cleveland Clinic Center for Autism
2801 Martin Luther King Jr. Blvd.
Cleveland, Ohio 44104
Attn: Department Manager, Cleveland Clinic Center for Autism

14. For general communications with SENDING DISTRICT, NON-PUBLIC SCHOOL shall use the following contact information:

Pupil Services:

Name/Title:_____

Mailing Address: _____

Phone: _____

Email: _____

Progress Reports:

Name/Title:_____

Mailing Address: _____

Phone: _____

Email: _____

Accounts Payable:

Name/Title:_____

Mailing Address: _____

Phone: _____

Email: _____

15. Each party shall maintain insurance for professional liability and comprehensive general liability coverage of its agents, employees, representatives, and contracted servants in amounts not less than One Million Dollars ($1,000,000.00) per occurrence and Three Million Dollars ($3,000,000.00) in the aggregate. Upon request, each party shall provide the other party with documents or certificates of insurance evidencing the coverage required under this Section 15. Such liability policies shall not be canceled, reduced, or adversely modified without providing at least sixty (60) days' prior written notice to the other party.

16. During the performance of this AGREEMENT, the NON-PUBLIC SCHOOL agrees as follows:

A. The NON-PUBLIC SCHOOL will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status or gender.

B. The NON-PUBLIC SCHOOL will, in all solicitations or advertisements for employees placed by or on behalf of the NON-PUBLIC SCHOOL, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status or gender.

C. The NON-PUBLIC SCHOOL will recruit and admit children of any race, color, gender or ethnic origin to all its rights, privileges, programs and activities. In addition, the NON-PUBLIC SCHOOL will not discriminate on the basis of race, color, gender or ethnic origin in the administration of its educational programs and athletics/extracurricular activities.

D. The NON-PUBLIC SCHOOL shall furnish such reports or other documents to the Ohio Department of Education and Workforce, Pupil Development Division, Equity Assurance and Compliance Section, as may be requested by the Department from time to time in order

to carry out the purposes of applicable regulations.

17. MISCELLANEOUS.

A. The parties recognize that NON-PUBLIC SCHOOL is a non-profit, tax-exempt organization and agree that this AGREEMENT will take into account and be consistent with NON-PUBLIC SCHOOL's tax-exempt status. If any part or all of this AGREEMENT is determined to jeopardize the overall tax-exempt status of NON-PUBLIC SCHOOL and/or any of its exempt affiliates or corporate members, then NON-PUBLIC SCHOOL will have the right to terminate this AGREEMENT immediately. NON-PUBLIC SCHOOL shall have ultimate control over any actions that affect its mission and tax-exempt status regardless of management of day-to-day operations.

B. This AGREEMENT shall be construed, interpreted, and enforced in accordance with the laws of the State of Ohio without regard to its conflict of laws provisions. The parties agree that any litigation arising out of this AGREEMENT shall be subject to the exclusive jurisdiction of the local, state, or federal courts in Cuyahoga County, Ohio.

C. SENDING DISTRICT shall not use the name, logo, likeness, trademarks, image or other intellectual property of the NON-PUBLIC SCHOOL for any advertising, marketing, endorsement or any other purposes without the specific prior written consent of an authorized representative of the NON-PUBLIC SCHOOL as to each such use.

D. SENDING DISTRICT hereby represents and warrants that it has not been debarred, suspended, excluded or otherwise determined to be ineligible to participate in federal healthcare programs (collectively, "Debarred") and acknowledges that the NON-PUBLIC SCHOOL shall have the right to terminate this AGREEMENT immediately in the event that SENDING DISTRICT is Debarred.

E. If Section 952 of the Omnibus Reconciliation Act of 1980, which amended Section 1861(v)(1) of the Social Security Act, and the regulations promulgated thereunder, applies to this AGREEMENT, each party will make available to the Secretary of Health and Human Services, and to the Comptroller General of the United States upon written request, such books, documents and records necessary to verify the nature and extent of the costs of the SERVICES provided hereunder. Access will be granted until the expiration of six (6) years after the furnishing of SERVICES hereunder. Access will also be granted to any books, documents or records related to this AGREEMENT between a party and organizations related to that party, but only an as needed basis.

F. The NON-PUBLIC SCHOOL expends a great deal of time and resources recruiting and training its employees and consultants to assure a high degree of competency and the SENDING DISTRICT agrees that, during the term of this Agreement and for one year thereafter ("Restricted Period"), it will not, either directly or indirectly, employ or attempt to employ any employee of NON-PUBLIC SCHOOL, or otherwise solicit, induce, cause or facilitate any employee of NON-PUBLIC SCHOOL to terminate his or her employment with such employer, without the written consent of NON-PUBLIC SCHOOL after reasonable

notice. This restriction shall not prohibit SENDING DISTRICT from engaging in general advertising or other general solicitation not targeted at any such employee, or from hiring or employing such employee who responds to a general advertisement or general solicitation not targeted at any such employee.

G. Neither party shall be liable to the other for failure or delay in the performance of a required obligation if such failure or delay is caused by an act of any federal, state or local governmental authority, act of God, strike, riot, fire, flood, lightning, electrical power failure, natural disaster, or other similar cause beyond its control. However, notwithstanding the foregoing, this Sub-Section 17(G) shall not apply to the financial obligation of SENDING DISTRICT to pay NON-PUBLIC SCHOOL for amounts due for services provided hereunder. Each party shall immediately provide written notice to the other of any such condition. Either party may terminate this AGREEMENT due to such condition if such force majeure continues for a period of thirty (30) days or longer.

H. SENDING DISTRICT attests that it has obtained the necessary consent and authorization from the PUPIL's parent(s)/legal guardian(s) to enroll PUPIL in the NON-PUBLIC SCHOOL and to share information with the NON-PUBLIC SCHOOL about the PUPIL as needed related to the PUPIL's education and/or placement.

I. The parties agree that an electronic signature hereto shall be deemed to have the same legal effect and enforceability as a written signature.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be duly executed:

CLEVELAND CLINIC CHILDREN'S HOSPITAL FOR REHABILITATION

_____
Hospital Administrator/Hospital Director

_____
Date

SENDING DISTRICT

_____
Authorized Signatory

_____
Date

_____
Job Title

AGREEMENT FOR PROVISION OF SPECIAL EDUCATION AND CERTAIN RELATED SERVICES

This Agreement is entered into by and between Applewood Centers, Inc. ("Applewood"), a not-for-profit corporation organized and existing under the laws of the State of Ohio and having its principal place of business in Cleveland, Ohio, and operating an educational institution known as The Gerson School ("Gerson School"), and the Board of Education of Brecksville-Broadview Heights City School District, Ohio ("Board").

WHEREAS, Gerson School admits students who require special education and related services as defined in the IDEA 2004 and its accompanying regulations; and

WHEREAS, the Board wishes to enter into an Agreement with Gerson School for the provision of special education and related services for one or more qualified students who reside in the Board's school district ("Student" or "Students"); and

WHEREAS, Gerson School will provide special education and certain related services documented in each Student's Individualized Education Program ("IEP") for the 2026-2027 school year, upon the terms and conditions set forth below.

NOW, THEREFORE, it is mutually agreed as follows:

1. The Board is responsible for compliance with applicable state and federal law regarding the provision of special education and related services to its Students. Gerson School is a chartered non-public educational institution that complies with applicable Ohio law. The special education and related services provided by Gerson School meet the standards for special education and related services established by the Ohio Department of Education. Ohio Revised Code Section 3323.08(B)(3), authorizes the Board to contract with Gerson School for the provision of special education and related services to Students.

2. Gerson School hereby agrees to provide small ratio and individualized academic programming; parent contact and consultation; school district contact and consultation, including regular evaluative reports of each Student's progress; and participation in each Student's IEP Team. Should a conflict between the IEP and this Agreement exist, the IEP shall supersede this Agreement.

3. The Board agrees to provide Gerson School with each Student's educational, medical, psychological and social evaluations as are available to the Board. Gerson School and the Board agree that any records provided by either Party pursuant to this Agreement are confidential and will only be disclosed as required by applicable state and federal law.

4. For services identified in Paragraph Two provided to each Student, the Board shall pay tuition to Gerson School in the amount of $51,643.28 (fifty-one thousand six-hundred forty-three dollars and twenty-eight cents) ("Tuition"). Tuition pays for the special education and related services provided to each Student during the regularly scheduled school year as defined in Ohio Revised Code Section 3313.48. The Board will be responsible for payment of additional funds for Gerson's provision of special education and related services to Students whose IEP's include an Extended School

Year Program. The Tuition payments shall be made in four equal payments according to the following schedule: The first payment shall be made on or before the first of September. The second payment shall be made on or before the first of November. The third payment shall be made on or before the first of January. The fourth and final payment in full shall be made on or before the first of March. Tuition will be charged on a prorated basis for Students admitted/discharged after commencement of the school year or attending on a part-time basis.

5. If documented on the Student's IEP, Gerson School may provide related services in addition to those described in Paragraph Two. Gerson School shall obtain prior approval from the Board before providing any additional related service that will result in an increase in tuition. The Board shall continue to be obligated to pay monthly invoices as set forth above.

6. The District is obligated to pay the Tuition for any withdrawn student through the date the written withdrawal notice from the Board was received and acknowledged in writing by Gerson School.

7. Gerson School is not responsible for transportation for any Students attending Gerson School under this Agreement. Transportation, and the costs of transportation related insurance coverage, shall be the responsibility of the Board.

8. In the event of emergency or injury concerning a Student, Gerson School will promptly notify the Board.

9. This Agreement, and the rights and obligations of the parties hereunder, shall be governed by, and construed in accordance with, the laws of the State of Ohio.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date(s) indicated.

Board of Education of the City of Brecksville

By: _____ Date: _____

(Board President/Treasurer Signature)

_____

(Print Name and Title)

Applewood Centers, Inc.

By: _____ Date: 6/4/2026

Jennifer Blumhagen Yarham, Executive Director

Docusign Envelope ID: B6949533-7B6B-866C-80FC-D5FEA1A6365B

ADULT DAY TRANSITION SERVICES AGREEMENT

This Adult Day Transition Services Agreement ("Agreement") is made by and between Brecksville Broadview Heights High School (the "District"), having principal office located at 6380 Mill Rd. Broadview Heights, Ohio 44147 and I Am Boundless, Inc. ("IAB") a corporation having a principal place of business at 445 East Dublin Granville Rd. Bldg H. Worthington, Oh 43085. The District and IAB are hereinafter jointly referred to as the "Parties" and, individually, as a "Party." This Agreement is effective as of August 1, 2026, the "Effective Date".

I. PURPOSE.

This Agreement is intended to establish a contractual relationship between the District and IAB pursuant to which IAB will provide transition services for individuals located at the Brecksville Broadview Heights High School as specified under the terms set forth in this Agreement.

WHEREAS, IAB will provide transition based services for youth in the Brecksville Broadview Heights High School.

WHEREAS, the District, in accordance with Title 33 of the Ohio Revised Code may enter into Agreements with other school districts and providers of services for the education of their students under terms agreed upon by both parties; and

WHEREAS, the parties desire to enter into an Agreement whereby the District will provide reimbursement to IAB for the services designated in this Agreement.

Now therefore, IAB and the District, for the mutual considerations herein contained and specified, do hereby agree as follows:

II. TERM.

This Agreement is effective August 1, 2026, and will remain in effect through July 31, 2027, unless terminated as provided within this Agreement or extended in a writing agreed upon by the Parties and appended hereto.

III. AUTHORITY TO CONTRACT.

Each Party assures it possesses legal authority to contract concerning the contractual obligations referenced in this Agreement.

IV. CONSIDERATION AND SERVICES PROVIDED.

In consideration of the promises, each to the other, herein contained and for good and valuable consideration, it is hereby agreed as follows:

A. **IAB Responsibilities:**

1. IAB shall provide the following service to the identified individuals served based on their need (listed in Exhibit A):
    i. Transition-based services to ensure student are collage and career ready upon graduation so they can be fully participating members of their community.
    ii. Specific activities to include discovery assessment for students, business engagement and job development, participation in parent education meetings and IEP meetings, career-based internship and exploration activities, and job coaching support.
2. IAB shall provide data regarding student progress and services demonstrating compliance with the participating students' Individualized Education Programs.

3. IAB shall have sole approval discretion when determining the appropriateness of students being referred by the District for services contained in this Agreement, or for maintaining services.
4. IAB shall work collaboratively with the District with providing feedback and information regarding progress reporting of the individual.
5. IAB shall have sole approval discretion when determining the appropriateness of students being referred by the School district for services contained in this Agreement, or for maintaining services. Efforts to remediate concern prior to termination of a placement which may include team meeting; additional support or increase in acuity levels.

B. **The District Responsibilities:**

1. The District shall monitor the quality of services delivered under this Contract in the following manner;
2. The District shall make referrals of appropriate students to IAB for services under this Agreement.
3. The District shall secure all required parental/guardian consents for services under this Agreement and provide said consents to the IAB.
4. The District shall provide a liaison to the IAB to provide additional support, to include but not be limited to consultation on behavioral or work-related issues, and any other additional information as needed.
5. The District shall maintain all rights and obligations under state and federal law for the education of the student.
6. The District shall include IAB as a member of the student's IEP team.
7. The District is the district of residence for the student. If a residency changes or the student is no longer in enrolled within the school district, the District shall notify IAB.
8. The District shall hire or contract for any therapy assessments or therapy services that may be needed.

C. During the term of this Agreement, IAB may provide the student with additional services and supports, differing from and in addition to those provided pursuant to Section IV (A) above, when in IAB's professional opinion and based upon its assessment such additional services and supports are beneficial and appropriate, they are authorized in writing by the District and/or by the student's parent/guardian, and such services and supports are eligible for funding by alternative financial sources, such as Medicaid or private insurance.

D. PAYMENT FOR SERVICES

1. The payment for the services described in Section IV(A), above, will be one hundred and six 00/100 dollars ($106.00) per hour/per student, paid by the District to I Am Boundless, Inc. IAB agrees to invoice the District for this payment amount monthly. The fee owed for each individual served will be based upon the number of hours in the month that the student was served. The itemized invoice will be submitted by the fifteenth of the month following the completion of the services rendered. Payment for services will be made by the District to IAB by the fifteenth of the next month.
    1. District may submit payment electronically or by mail as follows:
        Via email: billing@iamboundless.org
        Via mail: Accounts Receivable
        I Am Boundless, Inc.

Docusign Envelope ID: B6949533-7B6B-866C-80FC-D5FEA1A6365B

445 East Dublin Granville Rd., Bldg H.
Worthington, Oh 43085

2. Boundless will submit invoices electronically or by mail as follows:

Via email: _____
Via mail: _____
_____
_____
_____

E. IAB, and any service provider supplied by IAB to perform the services specified in this Agreement, shall perform those services in accordance with IAB's and/or the service provider's own methods and will be subject to the control of the District only as to the end product or final result of such services, not as to the means whereby it is to be accomplished.

V. INDEPENDENT CONTRACTOR RELATIONSHIP.

It is agreed that the legal relationship between IAB and the District, and between IAB's service provider(s) and the District, is of a contractual nature. Both IAB and the District assert and believe that IAB and the individual service providers it supplies to the District to perform the services specified in this Agreement are acting as independent contractors to the District in providing those services. IAB and its individual service providers are at all times acting as an independent contractor and not as subcomponents, officers, agents, or employees of the District. As an independent contractor, IAB and its officers and employees and individual service providers are not entitled to any current or future benefits provided to employees of the District, except as otherwise provided in this contract. Further, the District shall not be responsible for withholding of social security, federal and/or state income tax, or unemployment compensation from payments made by the District to IAB.

VI. BACKGROUND CHECKS and LICENSURE.

A. IAB shall obtain Bureau of Criminal Investigation criminal background checks for any IAB employees or providers that will be providing services to the Student. These checks shall satisfy the requirements of Ohio Revised Code Chapter 3319. IAB shall not assign any employee to perform duties pursuant to this Agreement who has a disqualifying offense under these statutes. IAB shall pay the costs of obtaining background checks and it shall, upon request, provide the District with copies of the background checks.

B. IAB shall ensure that individuals providing services under this Agreement obtain and maintain all necessary licensure to perform said services. IAB will provide the District copies of all professional licensures, upon request, of personal performing services under this Agreement prior to the to the commencement of services.

VII. CONFIDENTIALITY

District agrees not to disclose any information obtained while performing the services set forth in this contract without the express prior written informed consent of the individual authorized to release such records. Specifically with respect to student-specific protected health information, District agrees at all times to retain the confidentiality of any consumer-specific information made available to or generated by the District through the course of the contact.

District agrees that the confidentiality of student (collectively, "Confidential Information") is the property of I Am Boundless, Inc., and the District will keep that information confidential and will use such items only in accordance with performance of this Agreement, or any other Agreement issued by I Am Boundless, Inc. "Confidential Information" is defined as:

- Any Protected Health Information (PHI), which includes past, present, and future physical or mental health and/or alcohol and substance abuse conditions and/or

Docusign Envelope ID: B6949533-7B6B-866C-80FC-D5FEA1A6365B

treatments, demographic information, social security number, driver's license/ID numbers, registration records, family records, test results, conversations, research records, and financial information in any medium, whether oral, written, or electronic.

In cases where District and subcontractors of the District will have access to Protected Health Information (PHI) defined in 45 CFR 160.103, either electronic or non-electronic, District must complete the Business Associate Agreement, attached at Exhibit B.

If applicable, IAB shall comply with any applicable requirements of FERPA.

VIII. RECORDS

IAB shall maintain a record system adequate for recording the services provided, charges, data and other commonly accepted information for services provided to the student under this contract. IAB shall allow the District access to these records at any time during regular business hours, upon request. At a minimum, IAB shall maintain all records, information, data, reports and documentation as required for the implementation of the students Individual Education Plan and the services outlined within this contract.

VII. INSURANCE.

IAB shall acquire and be responsible for maintaining professional liability insurance in the amount of One Million Dollars ($1,000,000) per occurrence and Three Million Dollars ($3,000,000) in the annual aggregate. Additionally, IAB shall provide employment and general liability insurance covering the acts of IAB service providers performing services under this Agreement with minimum limits of One Million Dollars ($1,000,000) per occurrence and Three Million Dollars ($3,000,000) in the annual aggregate. The District will maintain customary comprehensive general liability insurance. Each Party shall provide the other with proof of such insurance coverage promptly upon the request by the other.

VIII. ASSIGNMENT.

Neither this Agreement nor any rights or responsibilities shall be assigned or otherwise transferred by either Party without the prior written consent of the other.

IX. SUBCONTRACTING.

Except as otherwise provided in this Agreement, none of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the District. All approved subcontracts must conform to applicable requirements set forth in this Agreement.

X. VENUE AND CHOICE OF LAW.

This Agreement shall be interpreted under and governed by Ohio law. Venue for judicial or arbitral construction shall only be proper in Franklin County, Ohio.

XI. WAIVER OF BREACH.

The waiver of any provision or the breach of any provision of this agreement will not be effective unless made in writing. Any waiver by either party of any provision or the breach of any provision of this agreement will not operate or be construed to be a continuing waiver of the provision or the breach of the provision.

XII. TERMINATION OF AGREEMENT.

Without cause, IAB may terminate this Agreement at any time upon thirty (30) days written notice to the District. Without cause, the District may terminate this Agreement with thirty (30) days written notice to IAB. If the District chooses to terminate, IAB will not be required to perform services beyond the date of termination of this Agreement. Notwithstanding anything contrary contained in this Agreement, IAB may terminate this Agreement upon two weeks' notice to the District should any of the following events occur:

- IAB's decision to terminate its business and liquidate its assets.
- Bankruptcy or Chapter 11 reorganization of IAB.
- The merger or consolidation of IAB with another company.
- Prior to the expiration of this Agreement, IAB and the District may agree t replace this Agreement with a new agreement for services as determined by the Parties as a result of interim progress evaluations.

XIII. AMENDMENTS TO AGREEMENT.

The District and IAB may mutually agree to amend this Agreement. In order to effectuate an amendment, proposed changes must be ratified, if required, by both Parties in accordance with the legal requirements governing such ratification, reduced to writing, duly signed and attached to the original of this agreement. This Agreement shall be subject to renegotiation upon changes in federal or state laws or regulations to conform to any changes caused by amendments or revisions to those laws or regulations.

XIV. NOTIFICATION.

All notices under this Agreement shall be sent to the respective addresses by certified mail, return receipt requested, by overnight courier service, by email, or by personal delivery and will be deemed effective upon receipt. A party may change its address for notice by written notice complying with the requirements of this section. Notices to the District will be sent to the address identified below. Notifications required pursuant to this Agreement shall be made in writing and mailed to the addresses shown below. Such notification shall be deemed complete upon mailing.

THE DISTRICT:
Brecksville-Broadview Heights City Schools
6638 Mill Rd.
Cleveland, Oh 44141

IAB:
I Am Boundless, Inc.
445 East Dublin-Granville Road
Building H
Worthington, OH 43085

XV. SECTION HEADINGS.

The section headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.

XVI. DISPUTE RESOLUTION.

A. **Negotiation.**

If a dispute arises out of or relates to this Agreement, the Parties agree that senior management will try in good faith to settle the dispute within fourteen (14) calendar days thereafter before resorting to mediation administered by the American Arbitration Association under its Commercial Mediation rules.

B. **Mediation and Arbitration.**

If a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through direct negotiations of the Parties within the fourteen (14) calendar day period specified above, the Parties agree to first endeavor to settle the dispute in an amicable manner by mediation before a single mediator administered by the American Arbitration Association under its Commercial Mediation Rules, before resorting to arbitration. Once the

Parties have invoked the mediation process, either Party may choose to discontinue that mediation process at any time and commence arbitration. However, the Parties may choose to continue to mediate, if mutually agreeable, notwithstanding the fact that they have commenced the arbitration process.

Upon the commencement of the arbitration process, the unresolved controversy or claim arising out of or relating to this Agreement, or breach thereof, shall be settled by binding arbitration before a single arbitrator administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules. Judgment upon the arbitrator's award may be entered in any court having jurisdiction thereof under the terms of Section X of this Agreement. At any time, the Parties may mutually agree to discontinue the dispute resolution procedures addressed in this Agreement.

C. **Selection of Neutral.**

Mediation hearings and arbitration hearings shall be conducted before a single neutral selected using the processes specified in the American Arbitration Association's Commercial Mediation Rules and Commercial Arbitration Rules, respectively.

In the case of mediation, the Parties will submit a Request for Mediation to the American Arbitration Association and the Association will choose and appoint a mediator to assist the Parties.

In the case of arbitration, the Parties will use the AAA's listing process pursuant to which the AAA administrator will provide each Party with a list of proposed arbitrators. Each Party will then strike any names they deem to be unacceptable, number the remaining names in order of preference, and return the list to the Association. The AAA will ask arbitrators to serve from among those names remaining on the list, in the designated order of mutual preference.

D. **Authority of Mediator.**

The mediator shall not have the power to issue a binding decision upon the Parties.

E. **Authority of Arbitrator and/or Mediator.**

The power of the arbitrator shall be limited strictly to the interpretation, application or enforcement of the express terms of this Agreement. The arbitrator shall have no power to modify, change, add to or subtract from the express terms of this Agreement. The arbitrator shall only address the issue(s) presented by the Parties. The decision of the arbitrator shall be final and binding upon the Parties. The arbitrator will have no authority to award punitive damages, or any other damages not measured by the prevailing Party's actual damages, and may not, in any event, make any ruling, finding or award that does not conform to the terms and conditions of this Agreement.

F. **Costs.**

The costs of any proof produced at the direction of the mediator or arbitrator, and the rent, if any, for hearing room shall be borne equally by each Party. The expenses of any witnesses shall be borne, if at all, by the Party calling them. The fees of the court reporter shall be paid by the Party asking for one; such fees shall be split equally if both Parties desire a reporter or request a copy of any transcript. All costs directly related to the services of the mediator and/or arbitrator shall be split equally between the Parties.

G. **Performance to Continue During Dispute.**

Performance of this Agreement shall continue during dispute resolution proceedings. No payment due or payable by a Party shall be withheld on account of a pending reference to

arbitration or other dispute resolution mechanism except to the extent that such payment is the subject of such dispute.

H. **Calculation of Time Limits.**

The time limits set forth in this Section XVI of this Agreement shall be deemed to commence with the delivery of written notice by one Party to the other Party indicating the existence of a dispute arising out of or relating to this Agreement, or the breach thereof. The Parties may extend any time limit specified in this Section XVI of this Agreement by mutual, written agreement.

XVII. PARTIES RESPONSIBLE FOR OWN ACTS.

Each Party shall be responsible for its own acts or failures to act in connection with the performance of this Agreement.

XVIII. SEVERABILITY.

In the event any portion of the agreement is held to be invalid, the same will not affect in any respect the validity of the remainder of this agreement.

XIX. FORCE MAJEURE.

Neither I Am Boundless, Inc., and its affiliated companies nor District shall be responsible for any delay or failure in performance resulting from any cause beyond their control, including, but without limitation to war, strikes, civil disturbances and acts of God. When the District has knowledge of any actual or potential force majeure or other conditions which will delay or threatens to delay timely performance of this Agreement, the District shall immediately give notice thereof, including all relevant information with respects to what steps the District is taking to complete delivery of the services to I Am Boundless, Inc., and its affiliated companies.

XX. WHOLE AGREEMENT.

This writing contains the entire Agreement between IAB and the District regarding IAB's provision of the services identified in this Agreement. All other agreements between these Parties concerning this subject matter and contract term, whether written or oral, are void.

Witness our hands on the dates adjacent to our signatures:

Brecksville-Broadview Heights City Schools:		**I AM BOUNDLESS, INC.:**	
Signatory:	_____	Signatory:	DocuSigned by: Nathan Henninger
Print Name:	_____	Print Name:	Nathan Henninger
Title:	_____	Title:	VP Programs
Date Signed:	_____	Date Signed:	4/29/2026

Docusign Envelope ID: B6949533-7B6B-866C-80FC-D5FEA1A6365B

Exhibit A

STATEMENT OF WORK

Discovery - Discovery is a person-centered assessment and planning process that determines preferences, interests, skills, and support needs/accommodations. It results in a Career Discovery Profile and can be used to assist the IP team in identifying a person's place on the path to employment and the desired employment outcome. The profile assists team members to develop services, supports, and the action steps needed to gain community employment.

Business Engagement/Site Development - This service focuses on engaging business and securing sites for Community Based Work Experiences for the students in the Compass program. Businesses are selected and engaged *off* Compass assessments done with students to gauge their interests and skills.

Career Exploration: This service focuses on exploring specific employment options and jobs at various businesses. It may involve informational interviews with individuals or employers who are performing the duties or hiring for the duties to ask questions about the job tasks, training required, and salaries. It may also involve job shadowing.

Community Based Work Experiences - Serving as the primary service of the Compass program, these vocational outings that occur where students are paired *off* Compass assessments to a designated work site. Students have a vocational goal(s) assigned which correlates with their vocational IEP goal and are assigned job duties at the business they are working at to assess employability and job readiness. A report with skill scoring and a written narrative on progress for each student is generated for each community-based work experience.

Meetings - Includes annual IEP meetings, planning meeting between Koinonia Enterprises and school employees involved in the Compass program, and any staff meetings that Koinonia Enterprises is requested to attend.

Family Engagement - Includes home visits (optional and per request or discretion of the family) and any family events that occur throughout the year.

Job Development - Job development is an individualized (1:1) service to develop a strategy to achieve competitive integrated employment. It may include filling out a job application, interviewing for a job, identifying necessary accommodations, and negotiating with an employer for customized employment. This service is intended to result in achievement of competitive integrated employment, consistent with the job seeker's personal and career goals as identified in the IP, as determined through assessments, career exploration, career discovery, community-based work experiences, and/or the employment planning process.

Travel Training - Travel training is a service used to assess an individual's skills and help them

Docusign Envelope ID: B6949533-7B6B-866C-80FC-D5FEA1A6365B

learn the skills they need to travel safely and as independently as possible throughout their community. Training topics can include:

- Identification of street signs and landmarks, knowledge of bus routes and schedules
- Appropriate behavior in the community and on the bus
- Utilizing bus fares cards and IDs
- Effective communication with people in the community
- Other topics that promote navigating the community as independently as possible

UCPA 2026/2027 School Year Agreement
District: Brecksville-Broadview Heights

THIS AGREEMENT IS MADE by and between UNITED CEREBRAL PALSY ASSOCIATION OF GREATER CLEVELAND, INC., 10011 Euclid Avenue, Cleveland, Ohio 44106, an Ohio not-for-profit corporation ("UCPA"), and BRECKSVILLE-BROADVIEW HEIGHTS CITY SCHOOL DISTRICT, an Ohio public school district ("District")., regarding the education of District resident [redacted] ("Student").

WHEREAS UCPA is qualified to provide an alternative placement for Student (as defined herein below) for the 2026 - 2027 school year.

WHEREAS the District desires to engage UCPA, and UCPA desires to be engaged by the District, to provide an alternative placement for Student for the 2026-2027 school year, subject to the terms and conditions set forth herein;

NOW, THEREFORE, in consideration of the promises set forth herein and other good and valuable considerations, receipt of which is hereby acknowledged, UCPA and the District agree as follows:

1. TERM: This Agreement shall be effective for a term beginning on August 19, 2026, and ending on August 21, 2027, unless earlier terminated as provided herein. Either party may terminate this Agreement with or without cause upon at least thirty (30) days' prior written notice. Either party may terminate this Agreement in the event of a material breach of this Agreement by the other party that remains uncured for fifteen (15) days after written notice of the breach is provided by the non-breaching party to the breaching party. Upon termination of this Agreement, the District shall pay UCPA for all services performed by UCPA hereunder prior to the date of termination, unless such payment is the subject of a good faith dispute between the parties. Termination shall be in addition to any other remedies that may be available to the parties.

2. PROGRAM: UCPA shall provide all services under the Program (as defined herein below) to Student. The Program shall be developed and implemented in connection with the student to be identified in writing by the District's Director of Special Education ("Student"). UCPA will review and consider Student's Individualized Education Program, as written by the District, in conjunction with UCPA's assessments and Student's needs as identified by UCPA and the District, to develop and implement an individualized program which will include Specially Designed Instruction and related services (the "Program"). Related services may include such services as physical therapy, occupational therapy, speech language therapy, and assistive technology. The Program to be provided by UCPA hereunder shall fully comply with all applicable laws and District policies and procedures (including without limitation all applicable student privacy laws and District policies and procedures requiring a criminal background check). UCPA hereby represents and warrants that any and all providers performing services under the Program shall hold and maintain all applicable licenses/certifications and have the training and experience necessary to perform the services hereunder in a competent and professional manner.

3. PROVIDERS: UCPA's specially designed instruction and related services shall be delivered by some or all of the following staff, in accordance with the Student's identified needs as specified in Paragraph 2 above: Ohio licensed Intervention Specialist (IS), Physical Therapist (PT), Occupational Therapist (OTR/L), Physical Therapy Assistant (PTA), Occupational Therapy Assistant (COTA), Speech and Language Pathologist (SLP), certified Assistive Technology Professional (ATP), Therapeutic/Educational Aide. The parties are independent contractors. Neither party is an agent, representative, or partner of the other party. Neither party shall have any right, power, or authority to enter into any agreement for, or on behalf of, or incur any obligation or liability of, or to otherwise bind, the other party. This Agreement shall not be interpreted or construed to create an association, agency, joint venture, or partnership between the parties or to impose any liability attributable to such a relationship upon either party. The parties further agree that the providers performing the services hereunder on behalf of UCPA shall not be considered employees of the District for any purpose whatsoever.

4. LOCATION: Services will take place at UCPA, located at 1200 Resource Dr., Brooklyn Heights, OH 44131, unless the parties mutually agree that it is in Student's best interest, based on health concerns or educational needs, to deliver said services via an online platform or offsite. Additionally, in the event that national, state and/or local government officials require or recommend closure of UCPA and/or educational or therapeutic settings in the interest of public health or safety, the services set forth in the Agreement may be delivered, as practicable, virtually via an online platform.

5. SCHEDULE: The Program shall include nine (9) months of school year programming and four (4) weeks of Extended School Year Services ("ESY"), as set forth below:

    a. School year programming will commence on August 19, 2026, and will conclude on June 3, 2027. Services will be provided Monday through Thursday from 9:00 AM to 3:00 PM and Friday 9:00 AM to 1:00 PM.

    b. ESY programming will be scheduled for 4 weeks during the summer of 2027. Days and times for ESY services will be determined as mutually agreeable by May 15, 2027.

    c. Alterations to the days and times identified in 5a and 5b above may be implemented if UCPA determines that an altered schedule is necessary due to Student's medical or educational needs, and Student is available for such an altered schedule.

    d. Student absences (including but not limited to Student's illness or medical appointments) or unforeseen events that are out of UCPA's control and make it impossible or impracticable to provide services to Student (including but not limited to acts of God or force majeure) will neither be rescheduled nor prorated.

e. Services will not be provided on the following dates:

September 7, 2026 (Monday): Labor Day
October 9, 2026 (Friday): NEOEA Day
October 23, 2026 (Friday): Staff Inservice Day
November 25-27, 2026 (Wednesday-Friday): Thanksgiving Break
December 21, 2026-January 1, 2027: Winter Break (Resumes Mon. Jan. 4th)
January 15, 2027 (Friday): Staff Inservice Day
January 18, 2027 (Monday): MLK Day
February 15, 2027 (Monday): Presidents' Day
March 19, 2027 (Friday): Staff Inservice Day
March 22 - 26, 2027 (Mon-Fri): Spring Break (Resumes Mon March 29th)
April 23, 2027 (Friday): Staff Inservice
May 31, 2027: (Monday) Memorial Day

6. INSURANCE; INDEMNIFICATION: UCPA shall maintain a general liability insurance policy(ies) with limits of not less than One Million Dollars ($1,000,000) each occurrence and Two Million Dollars ($2,000,000) in the aggregate and shall cause the District to be named as an additional insured under such policy(ies). The District shall maintain its usual general liability insurance. UCPA agrees to indemnify and hold harmless the District, its board members, officers, employees and agents from and against any and all losses, obligations, liabilities, damages, actions, suits, causes of action, claims, demands, settlements, or judgments (including reasonable attorney fees) that are asserted against, imposed upon or incurred or suffered by the District as a result of, arising out of, or related to any act or omission by UCPA under this Agreement. This paragraph shall survive the expiration or termination of this Agreement.

7. ETR/IEP/PROGRESS: Upon timely request by a District Administrator, UCPA staff shall assist the District in evaluating Student and gathering data for use in Student's Evaluation Team Report ("ETR"), Individualized Education Program ("IEP"), and/or quarterly IEP Progress Reports. Upon timely request by a District Administrator, UCPA shall make a relevant team member(s) available to attend (virtually or in person) and participate in IEP team meetings to draft, discuss, revise or review the IEP or ETR.

8. ASSISTIVE TECHNOLOGY: Throughout the term of this Agreement, the District shall provide UCPA with any and all Assistive Technology equipment identified in Student's IEP or otherwise deemed necessary by the IEP team for Student. Assistive Technology is defined as any item, piece of equipment, or product system, whether acquired commercially off the shelf, modified, or customized, that is used to increase, maintain, or improve functional capabilities of a child with a disability. Examples include software, iPad, pencil grips, foot stools, occluders, etc.

9. VISION SERVICES: If Student needs a Teacher of the Visually Impaired (TVI), UCPA shall provide the personnel to deliver the necessary itinerant services for the Student. UCPA shall be held responsible to hire and/or contract with a TVI. If the Student needs a Certified Orientation and Mobility Specialist (COMS), the District shall provide the personnel to deliver the necessary itinerant services for the Student. UCPA shall not be held responsible to hire, compensate, or supervise a COMS for Student.

10. AUDIOLOGY/TEACHER OF THE DEAF: If the Student needs an Audiologist or Teacher of the Deaf, the District shall provide the personnel to deliver the necessary itinerant services for the Student. UCPA shall not be held responsible to hire, compensate, or supervise these providers for Student.

11. NURSING: Nursing services and/or Medication and G/J tube certified staff are available on the premises of 1200 Resource Dr. Brooklyn Heights, OH 44131. If Student needs more dedicated one-on-one nursing services, the District shall provide a nurse to deliver the necessary services for Student.

12. TRANSPORTATION: UCPA is not legally or financially responsible for Student's transportation to the Program, whether services are being delivered on-site or off-site. The District shall make all transportation arrangements in conjunction with Student's family.

13. BILLING: Beginning August 2026, UCPA shall submit monthly invoices for the Program to the District's Director of Special Education on or before the 15th of each month prior to service during the term of this Agreement, as follows:

    a. The total fee due and payable to UCPA by the District for the school year Program hereunder shall be Eighty-Eight Thousand and Two Hundred Dollars ($88,200.00). Such school year Program fee shall be invoiced over nine (9) consecutive months, September through May. Each such invoice shall be in the amount of Nine Thousand Eight Hundred Dollars ($9,800).

    b. In addition to the school year Program fee, the District shall pay to UCPA a fee in the total amount of Nine Thousand Eight Hundred Dollars ($9,800) for four (4) weeks of Extended School Year services, if the District elects such services. Such Extended School Year services shall be invoiced to the District on or before May 15th or as otherwise mutually agreed upon by the parties.

    c. The District shall pay each properly due and payable invoice in full within thirty (30) days after the invoice date. UCPA may restrict or suspend services to the District if payment in full is not made within thirty (30) days after District's receipt of written notice that payment is late, and suspension of service is pending. Any amount that is not paid within thirty (30) days after the invoice date shall be considered "late" and thereafter will bear interest at the rate of one and one-half percent (1.5%) per month, or the maximum rate allowed by law, whichever is less.

Invoices will be mailed to the following address:

Cassandra Spangler
Director of Pupil Services
Brecksville-Broadview Heights City School District
6638 Mill Road
Brecksville, OH 44141
spanglerc@bbhcsd.org

14. MISCELLANEOUS: Failure of a party to insist upon strict compliance with any of the terms, covenants or conditions hereof shall not be construed as a waiver of such terms, covenants or conditions. No amendment or modification of this Agreement shall be valid or binding upon the parties unless it is made in writing and signed by both parties. This Agreement shall inure to the benefit of and be binding on the parties and their respective legal representatives, successors, and permitted assigns. Neither party may assign this Agreement without the prior written consent of the other party. This Agreement contains the entire understanding and agreement of the parties with respect to the subject matter hereof and supersedes all prior agreements, understandings, and representations (written or oral) with respect thereto. In case any one or more of the provisions contained in this Agreement shall for any reason be held by a court of competent jurisdiction to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein. This Agreement shall be construed under and in accordance with the laws of the State of Ohio without regard to any such laws relating to choice or conflicts of laws.

15. NOTICES: All notices required to be given under this Agreement shall be in writing and mailed postage prepaid by certified or registered mail or sent by a reputable courier service to the other Party at the address identified for that arty herein below.

If to UCPA:

Beth Lucas, President & CEO
United Cerebral Palsy Association of Greater Cleveland, Inc.
Iris S. and Bert L. Wolstein Center
10011 Euclid Avenue
Cleveland, Ohio 44106-4701

If to the District:

Jeffrey D. Harrison, Superintendent
Brecksville – Broadview Heights City
School District
6638 Mill Road
Brecksville, OH 44141

IN WITNESS WHEREOF, the parties have signed this Agreement as of the ____ day of _____ 2026.

UNITED CEREBRAL PALSY ASSOCIATION OF GREATER CLEVELAND, INC.

By: _____

Its: President & CEO

DISTRICT: BRECKSVILLE-BROADVIEW HEIGHTS CITY SCHOOL DISTRICT

By: _____

Its: Superintendent/School Representative

FISCAL OFFICER'S CERTIFICATE

The undersigned, as Fiscal Officer for the District, hereby certifies that the amount required to meet the agreements, obligations, payments and estimated costs of the District under the foregoing Agreement has been lawfully appropriated, authorized, or directed for such purposes and is in the Board's treasury or in the process of collection free from any obligation or certificate now outstanding.

_____

, Treasurer

UCPA 2026/2027 School Year Agreement
District: Brecksville-Broadview Heights

THIS AGREEMENT IS MADE by and between UNITED CEREBRAL PALSY ASSOCIATION OF GREATER CLEVELAND, INC., 10011 Euclid Avenue, Cleveland, Ohio 44106, an Ohio not-for-profit corporation ("UCPA"), and BRECKSVILLE-BROADVIEW HEIGHTS CITY SCHOOL DISTRICT, an Ohio public school district ("District")., regarding the education of District resident [redacted] ("Student").

WHEREAS UCPA is qualified to provide an alternative placement for Student (as defined herein below) for the 2026 - 2027 school year.

WHEREAS the District desires to engage UCPA, and UCPA desires to be engaged by the District, to provide an alternative placement for Student for the 2026-2027 school year, subject to the terms and conditions set forth herein;

NOW, THEREFORE, in consideration of the promises set forth herein and other good and valuable considerations, receipt of which is hereby acknowledged, UCPA and the District agree as follows:

1. TERM: This Agreement shall be effective for a term beginning on August 19, 2026, and ending on August 21, 2027, unless earlier terminated as provided herein. Either party may terminate this Agreement with or without cause upon at least thirty (30) days' prior written notice. Either party may terminate this Agreement in the event of a material breach of this Agreement by the other party that remains uncured for fifteen (15) days after written notice of the breach is provided by the non-breaching party to the breaching party. Upon termination of this Agreement, the District shall pay UCPA for all services performed by UCPA hereunder prior to the date of termination, unless such payment is the subject of a good faith dispute between the parties. Termination shall be in addition to any other remedies that may be available to the parties.

2. PROGRAM: UCPA shall provide all services under the Program (as defined herein below) to Student. The Program shall be developed and implemented in connection with the student to be identified in writing by the District's Director of Special Education ("Student"). UCPA will review and consider Student's Individualized Education Program, as written by the District, in conjunction with UCPA's assessments and Student's needs as identified by UCPA and the District, to develop and implement an individualized program which will include Specially Designed Instruction and related services (the "Program"). Related services may include such services as physical therapy, occupational therapy, speech language therapy, and assistive technology. The Program to be provided by UCPA hereunder shall fully comply with all applicable laws and District policies and procedures (including without limitation all applicable student privacy laws and District policies and procedures requiring a criminal background check). UCPA hereby represents and warrants that any and all providers performing services under the Program shall hold and maintain all applicable licenses/certifications and have the training and experience necessary to perform the services hereunder in a competent and professional manner.

3. PROVIDERS: UCPA's specially designed instruction and related services shall be delivered by some or all of the following staff, in accordance with the Student's identified needs as specified in Paragraph 2 above: Ohio licensed Intervention Specialist (IS), Physical Therapist (PT), Occupational Therapist (OTR/L), Physical Therapy Assistant (PTA), Occupational Therapy Assistant (COTA), Speech and Language Pathologist (SLP), certified Assistive Technology Professional (ATP), Therapeutic/Educational Aide. The parties are independent contractors. Neither party is an agent, representative, or partner of the other party. Neither party shall have any right, power, or authority to enter into any agreement for, or on behalf of, or incur any obligation or liability of, or to otherwise bind, the other party. This Agreement shall not be interpreted or construed to create an association, agency, joint venture, or partnership between the parties or to impose any liability attributable to such a relationship upon either party. The parties further agree that the providers performing the services hereunder on behalf of UCPA shall not be considered employees of the District for any purpose whatsoever.

4. LOCATION: Services will take place at UCPA, located at 1200 Resource Dr., Brooklyn Heights, OH 44131, unless the parties mutually agree that it is in Student's best interest, based on health concerns or educational needs, to deliver said services via an online platform or offsite. Additionally, in the event that national, state and/or local government officials require or recommend closure of UCPA and/or educational or therapeutic settings in the interest of public health or safety, the services set forth in the Agreement may be delivered, as practicable, virtually via an online platform.

5. SCHEDULE: The Program shall include nine (9) months of school year programming and four (4) weeks of Extended School Year Services ("ESY"), as set forth below:

    a. School year programming will commence on August 19, 2026, and will conclude on June 3, 2027. Services will be provided Monday through Thursday from 9:00 AM to 3:00 PM and Friday 9:00 AM to 1:00 PM.

    b. ESY programming will be scheduled for 4 weeks during the summer of 2027. Days and times for ESY services will be determined as mutually agreeable by May 15, 2027.

    c. Alterations to the days and times identified in 5a and 5b above may be implemented if UCPA determines that an altered schedule is necessary due to Student's medical or educational needs, and Student is available for such an altered schedule.

    d. Student absences (including but not limited to Student's illness or medical appointments) or unforeseen events that are out of UCPA's control and make it impossible or impracticable to provide services to Student (including but not limited to acts of God or force majeure) will neither be rescheduled nor prorated.

e. Services will not be provided on the following dates:

September 7, 2026 (Monday): Labor Day
October 9, 2026 (Friday): NEOEA Day
October 23, 2026 (Friday): Staff Inservice Day
November 25-27, 2026 (Wednesday-Friday): Thanksgiving Break
December 21, 2026-January 1, 2027: Winter Break (Resumes Mon. Jan. 4th)
January 15, 2027 (Friday): Staff Inservice Day
January 18, 2027 (Monday): MLK Day
February 15, 2027 (Monday): Presidents' Day
March 19, 2027 (Friday): Staff Inservice Day
March 22 - 26, 2027 (Mon-Fri): Spring Break (Resumes Mon March 29th)
April 23, 2027 (Friday): Staff Inservice
May 31, 2027: (Monday) Memorial Day

6. INSURANCE; INDEMNIFICATION: UCPA shall maintain a general liability insurance policy(ies) with limits of not less than One Million Dollars ($1,000,000) each occurrence and Two Million Dollars ($2,000,000) in the aggregate and shall cause the District to be named as an additional insured under such policy(ies). The District shall maintain its usual general liability insurance. UCPA agrees to indemnify and hold harmless the District, its board members, officers, employees and agents from and against any and all losses, obligations, liabilities, damages, actions, suits, causes of action, claims, demands, settlements, or judgments (including reasonable attorney fees) that are asserted against, imposed upon or incurred or suffered by the District as a result of, arising out of, or related to any act or omission by UCPA under this Agreement. This paragraph shall survive the expiration or termination of this Agreement.

7. ETR/IEP/PROGRESS: Upon timely request by a District Administrator, UCPA staff shall assist the District in evaluating Student and gathering data for use in Student's Evaluation Team Report ("ETR"), Individualized Education Program ("IEP"), and/or quarterly IEP Progress Reports. Upon timely request by a District Administrator, UCPA shall make a relevant team member(s) available to attend (virtually or in person) and participate in IEP team meetings to draft, discuss, revise or review the IEP or ETR.

8. ASSISTIVE TECHNOLOGY: Throughout the term of this Agreement, the District shall provide UCPA with any and all Assistive Technology equipment identified in Student's IEP or otherwise deemed necessary by the IEP team for Student. Assistive Technology is defined as any item, piece of equipment, or product system, whether acquired commercially off the shelf, modified, or customized, that is used to increase, maintain, or improve functional capabilities of a child with a disability. Examples include software, iPad, pencil grips, foot stools, occluders, etc.

9. VISION SERVICES: If Student needs a Teacher of the Visually Impaired (TVI), UCPA shall provide the personnel to deliver the necessary itinerant services for the Student. UCPA shall be held responsible to hire and/or contract with a TVI. If the Student needs a Certified Orientation and Mobility Specialist (COMS), the District shall provide the personnel to deliver the necessary itinerant services for the Student. UCPA shall not be held responsible to hire, compensate, or supervise a COMS for Student.

10. AUDIOLOGY/TEACHER OF THE DEAF: If the Student needs an Audiologist or Teacher of the Deaf, the District shall provide the personnel to deliver the necessary itinerant services for the Student. UCPA shall not be held responsible to hire, compensate, or supervise these providers for Student.

11. NURSING: Nursing services and/or Medication and G/J tube certified staff are available on the premises of 1200 Resource Dr. Brooklyn Heights, OH 44131. If Student needs more dedicated one-on-one nursing services, the District shall provide a nurse to deliver the necessary services for Student.

12. TRANSPORTATION: UCPA is not legally or financially responsible for Student's transportation to the Program, whether services are being delivered on-site or off-site. The District shall make all transportation arrangements in conjunction with Student's family.

13. BILLING: Beginning August 2026, UCPA shall submit monthly invoices for the Program to the District's Director of Special Education on or before the 15th of each month prior to service during the term of this Agreement, as follows:

    a. The total fee due and payable to UCPA by the District for the school year Program hereunder shall be Eighty-Eight Thousand and Two Hundred Dollars ($88,200.00). Such school year Program fee shall be invoiced over nine (9) consecutive months, September through May. Each such invoice shall be in the amount of Nine Thousand Eight Hundred Dollars ($9,800).

    b. In addition to the school year Program fee, the District shall pay to UCPA a fee in the total amount of Nine Thousand Eight Hundred Dollars ($9,800) for four (4) weeks of Extended School Year services, if the District elects such services. Such Extended School Year services shall be invoiced to the District on or before May 15th or as otherwise mutually agreed upon by the parties.

    c. The District shall pay each properly due and payable invoice in full within thirty (30) days after the invoice date. UCPA may restrict or suspend services to the District if payment in full is not made within thirty (30) days after District's receipt of written notice that payment is late, and suspension of service is pending. Any amount that is not paid within thirty (30) days after the invoice date shall be considered "late" and thereafter will bear interest at the rate of one and one-half percent (1.5%) per month, or the maximum rate allowed by law, whichever is less.

Invoices will be mailed to the following address:

Cassandra Spangler
Director of Pupil Services
Brecksville-Broadview Heights City School District
6638 Mill Road
Brecksville, OH 44141
spanglerc@bbhcsd.org

14. MISCELLANEOUS: Failure of a party to insist upon strict compliance with any of the terms, covenants or conditions hereof shall not be construed as a waiver of such terms, covenants or conditions. No amendment or modification of this Agreement shall be valid or binding upon the parties unless it is made in writing and signed by both parties. This Agreement shall inure to the benefit of and be binding on the parties and their respective legal representatives, successors, and permitted assigns. Neither party may assign this Agreement without the prior written consent of the other party. This Agreement contains the entire understanding and agreement of the parties with respect to the subject matter hereof and supersedes all prior agreements, understandings, and representations (written or oral) with respect thereto. In case any one or more of the provisions contained in this Agreement shall for any reason be held by a court of competent jurisdiction to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein. This Agreement shall be construed under and in accordance with the laws of the State of Ohio without regard to any such laws relating to choice or conflicts of laws.

15. NOTICES: All notices required to be given under this Agreement shall be in writing and mailed postage prepaid by certified or registered mail or sent by a reputable courier service to the other Party at the address identified for that arty herein below.

If to UCPA:

Beth Lucas, President & CEO
United Cerebral Palsy Association of Greater Cleveland, Inc.
Iris S. and Bert L. Wolstein Center
10011 Euclid Avenue
Cleveland, Ohio 44106-4701

If to the District:

Jeffrey D. Harrison, Superintendent
Brecksville – Broadview Heights City
School District
6638 Mill Road

Brecksville, OH 44141

IN WITNESS WHEREOF, the parties have signed this Agreement as of the __ __ day of _____ 2026.

UNITED CEREBRAL PALSY ASSOCIATION OF GREATER CLEVELAND, INC.

By: _____

Its: President & CEO

DISTRICT: BRECKSVILLE-BROADVIEW HEIGHTS CITY SCHOOL DISTRICT

By: _____

Its: Superintendent/School Representative

FISCAL OFFICER'S CERTIFICATE

The undersigned, as Fiscal Officer for the District, hereby certifies that the amount required to meet the agreements, obligations, payments and estimated costs of the District under the foregoing Agreement has been lawfully appropriated, authorized, or directed for such purposes and is in the Board's treasury or in the process of collection free from any obligation or certificate now outstanding.

_____

, Treasurer

Memorandum of Understanding, Release, and Waiver

This Memorandum of Understanding, Release and Waiver ("Agreement") is between the Brecksville-Broadview Heights City School District Board of Education ("Board" or "District"), the Brecksville-Broadview Heights Organization of Support Staff ("Association") and Ms. Catherine Gaudio ("Employee" or "Ms. Gaudio") (collectively, the "Parties").

WHEREAS, on or about February 21, 2023, Ms. Gaudio was employed by the Board as an administrative assistant, at Step 1 of the applicable salary schedule included in the negotiated agreement ("Contract") between the Board and the Association;

WHEREAS, the Contract includes language in Section 13.B.3 that states "[a] newly-hired regular employee may be allowed credit for job-related experience up to and including the third step. Evaluation and approval of this credit shall be made by the Superintendent/Designee."; and

WHEREAS, Ms. Gaudio has three (3) years of job-related experience as an administrative assistant in other public school district(s) prior to be hired by the Board in February 2023; and

WHEREAS, the District would like to exercise its discretionary authority on a forward-looking basis to acknowledge Ms. Gaudio's prior years of experience as an administrative assistant, and the Association and Ms. Gaudio is in support of the District's determination to exercise such authority; and

NOW THEREFORE, in consideration of the mutual promises, covenants, and undertakings set forth below, and other good and valuable consideration, the receipt and sufficiency of which each of the parties hereby acknowledge, the parties agree as follows:

A. The Board of Education shall place Ms. Gaudio on Step 7 of the administrative assistant salary schedule, effective with the 2026-2027 school year, August 1, 2026 The Parties acknowledge and agree that Ms. Gaudio's step placement shall remain unchanged for all dates prior to the 2026-2027 school year.

B. Ms. Gaudio and the Association waive the right to bring any claim, demand, action, grievance, suit, administrative or other proceeding against the District, Board, its administrators, agents, employees, heirs and assigns ("Released Parties") arising out of her employment in relation to her placement on any and all salary schedule(s) and/or the terms of this Agreement.

C. Ms. Gaudio and the Association further agree not to initiate or participate in any legal action or arbitration, to the extent consistent with applicable law, against Released Parties in connection with any claims arising out of the same transaction or occurrence as the claims waived or released by her in this Agreement. Employee hereby acknowledges and agrees that she relinquishes her right to damages or recovery in connection with any case, grievance, arbitration, administrative or court proceeding arising out of or relating to the

same transaction or occurrence as any claim that is waived or released under this Agreement.

D. This Agreement, the offer of this Agreement, and compliance with this Agreement shall not constitute or be construed as an admission by the Released Parties, or any of them individually, of any wrongdoing, liability, fault, or truth of the allegations made in any charge, demand, action, lawsuit, grievance, arbitration, or dispute of any nature. This Agreement shall not be admissible in any judicial, administrative or other arbitration, proceeding or cause of action to demonstrate Released Parties' liability or as an admission of Released Parties' liability.

E. The Parties acknowledge that this Agreement has been voluntarily entered into of their voluntary free will, and not under any duress. The Parties declare that the terms of this Agreement have been completely read, are fully understood, and are voluntarily accepted.

F. This Agreement sets forth the entire agreement among the Parties and supersedes any prior discussions, negotiations, or representations among them regarding its subject matter. No additions or other changes to this Agreement will be made or be binding on any Party unless made in writing and signed by each Party to this Agreement. The Parties have not been influenced to sign this Agreement by any statement or representation not contained in this Agreement.

G. By signing below, the parties acknowledge and agree to the above terms conditions and agree to be legally bound by said terms.

IN WITNESS WHEREOF, the parties have duly executed this Agreement on the date set forth below with their respective signatures.

Brecksville-Broadview Heights City School District Board of Education

_____

Superintendent (date)

_____

Treasurer (date)

_____

Board President (date)

Employee

_____

NAME (date)

Brecksville-Broadview Heights Organization of Support Staff

_____

President (date)

Brecksville-Broadview Heights City Schools
Application to the Board of Education
Proposal for Overnight/Out of State Trip

Please submit application to the building Principal/Athletic Director for initial approval before submission to the Board of Education.

Please provide all of the following information:

Group or Organization: BRECKSVILLE-BROADVIEW HTS. GIRLS TRACK & FIELD

Staff Member in Charge/Position: DAWN FORRANTE

Name of Event: OHSAA D2 STATE TRACK & FIELD MEET

Destination: COLUMBUS, OH (JESSE OWENS STADIUM)

Departure/Arrival Information:

Leave School Date: 6/6/26 Time: 5:00 pm

Return to School Date: 6/7/26 Time: 5:00 pm

Date by which response is needed: ASAP

Trip Expenses:

1. Transportation:

Mode of Transportation:

___ School Bus Number of Buses: _____

X School Van Number of Vans: 1

___ Other Transportation -

a. Name of Company: _____
b. Does the carrier have liability insurance? ___ Yes ___ No
c. What kind of liability insurance? _____
d. Are turnpike fees included? ___ Yes ___ No

Total Cost of Transportation: _____

2. Lodging Information:

a. Name: HILTON GARDEN INN COLUMBUS-UNIVERSITY AREA
b. Address: 3232 OLENTANGY RIVER RD COLUMBUS, OH 43202
c. Lodging Contact Name(s): _____
d. Lodging Phone Number(s): 614-263-7200

Total Cost of Lodging: $1356

3. Meals (List all meals included in the trip. Please note how many meals will be participants' responsibility).
   - DINNER ON 6/6/26
   - BREAKFAST ON 6/7/26 - INCLUDED W/ ROOM
   - LUNCH ON 6/7/26 - STUDENT/ATHLETE WILL PAY
   - DINNER ON 6/7/26

   Total Cost of Meals: $500

4. Are there any supplementary activities? Are entry fees required?

   NO

Total Cost of Activities: _____

Calculation of Event Expenses:

1. Transportation: _____
2. Lodging: $1356
3. Food: $500
4. Event Fees: _____
5. Other: _____

Total: $1876

5. What Arrangements have been made for administering necessary medications to students while on this trip? COACH RESPONSIBILITY FOR ATHLETES MEDICATIONS

6. What arrangements have been made for dealing with emergency situations? Who will be responsible for all medical information sheets? How will the forms be stored and transported?
   COACH WILL HAVE EMERGENCY FORMS. THEY WILL BE WITH THE COACH AT ALL TIMES

7. If tour guides are involved, what liability insurance do they carry?

N/A

8. How is the trip related to the educational program of the District?

ATHLETIC DOPARTMENT

9. In what ways will the students benefit? How will the District benefit?

STATE MEET QUALIFIERS ARE A DIRECT POSITIVE REFLECTION ON THE SCHOOL DISTRICT'S SUCCESSFUL ATHLETIC PROGRAM. ATHLETES' DEDICATION & HARD WORK ARE REWARDED THROUGH STATE LEVEL QUALIFICATION

10. How will the trip be evaluated to determine the extent to which these benefits were realized?

RECOGNITION HAS ALREADY HAPPENED AT THE STATE LEVEL FOR BOTH ATHLETES AND DISTRICT. COMPETITION COULD POSSIBLY LEAD TO FURTHER SUCCESS BASED ON FINAL PERFORMANCES

11. How many students in total? Are any students experiencing academic problems? What previous experience has the staff member had in conducting overnight or extended field trips? What other staff members will be going?

4 ATHLETES

I HAVE TAKEN STUDENTS ON PREVIOUS STATE COMPETITIONS

I HAVE ALSO DONE TRIPS ABROAD WITH STUDENTS

OTHER COACHES:

- BOB SCHANK
- DENNIS SVOZIL
- CY LEVKANICH
- AMY DUBASAK

12. How many chaperones, in addition to staff members, will be going? What are their names and affiliations with the students?

N/A

13. Will any school days be missed? If so, how many? How will teachers be advised in advance that the students will be out of school? How will missed work be made up? What special assistance will be provided to students with academic problems?

No School Days Missed

14. Estimated cost to organization and how is this trip funded? How are the funds collected and safeguarded? How will any shortfall be made up or excess funds used?

No Cost To Team

Date of Submission to Principal/Athletic Director: 6/1/26

Signature of Principal/Athletic Director indicating endorsement: [signature]

Approved by Superintendent

6/1/26
Date

Date Approved by Board of Education _____

Brecksville-Broadview Heights City Schools
Application to the Board of Education
Proposal for Overnight/Out of State Trip

Please submit application to the building Principal/Athletic Director for initial approval before submission to the Board of Education.

Please provide all of the following information:

Group or Organization: H.S. Boys + Girls Cross Country Teams

Staff Member in Charge/Position: Bob Schank

Name of Event: Team Camp of Champs Team CC Camp

Destination: ~~Ashe~~ Northwest Ohio Christian Youth Camp (NWOCYC)
8877 South Township Rd, 131 McCutchenville Oh 44844

Departure/Arrival Information:

Leave School Date: Aug 4, 2026 Time: 1:15 pm

Return to School Date: Aug. 8, 2026 Time: 2:00 pm

Date by which response is needed: _____

Trip Expenses:

1. Transportation:

Mode of Transportation:

✓ School Bus Number of Buses: 2

___ School Van Number of Vans: _____

___ Other Transportation -

a. Name of Company: _____
b. Does the carrier have liability insurance? ___ Yes ___ No
c. What kind of liability insurance? _____
d. Are turnpike fees included? ___ Yes ___ No

Total Cost of Transportation: 2-2½ hr trip one way + turnpike

2. Lodging Information:

a. Name: Northwest Ohio Christian Youth Camp
b. Address: 8877 South Township Rd 131 McCutchenville Oh. 44844
c. Lodging Contact Name(s): _____
d. Lodging Phone Number(s): 419-981-2662

Total Cost of Lodging: $150.00 per student/athlete

3. Meals (List all meals included in the trip. Please note how many meals will be participants' responsibility). 4 x Supper
   4 x Breakfast
   4 x Lunch
   0 responsibility for campers

   Total Cost of Meals: Included in $150.00

4. Are there any supplementary activities? Are entry fees required?
   SNACK BAR / Ice Cream / Gatorade / Candy bars
   T-shirts

   Total Cost of Activities: Money brought by student $20

Calculation of Event Expenses:

1. Transportation: _____
2. Lodging: _____
3. Food: _____
4. Event Fees: _____
5. Other: _____

   Total: _____

5. What Arrangements have been made for administering necessary medications to students while on this trip? I will have all the forms filled out by the parent and I will have possession of prescription Meds as well as over the counter meds. Student will come to me w/a water bottle to take their Meds in the AM / Lunch / Supper / Bedtime

   Bob Schank

6. What arrangements have been made for dealing with emergency situations? Who will be responsible for all medical information sheets? How will the forms be stored and transported?
   Bob Schank will handle all Med forms as well as on my cell phone in Final Forms

7. If tour guides are involved, what liability insurance do they carry?

N/A

8. How is the trip related to the educational program of the District?

Students learn to work together and develop a work ethic and develop a team bond and learn to respect others & create teamwork

9. In what ways will the students benefit? How will the District benefit?

Better Student athletes & better citizens

10. How will the trip be evaluated to determine the extent to which these benefits were realized?

11. How many students in total? Are any students experiencing academic problems? What previous experience has the staff member had in conducting overnight or extended field trips? What other staff members will be going? 22-25 boys 23-26 girls Bob Schank I have been doing this with my CC team since 2002? 1 volunteer assistant coach will be attending

12. How many chaperones, in addition to staff members, will be going? What are their names and affiliations with the students?

(2) Myself and Lou Rundo volunteer assistant coach.

13. Will any school days be missed? If so, how many? How will teachers be advised in advance that the students will be out of school? How will missed work be made up? What special assistance will be provided to students with academic problems?

No School will be missed

14. Estimated cost to organization and how is this trip funded? How are the funds collected and safeguarded? How will any shortfall be made up or excess funds used?

$50.00 comes out of team account So it lowers the cost to $150.00 per person

Date of Submission to Principal/Athletic Director: 6/18/26

Signature of Principal/Athletic Director indicating endorsement: [signature]

_____ _____

Approved by Superintendent ***Date***

Date Approved by Board of Education _____

ADMINISTRATIVE PERSONNEL GUIDELINES

BRECKSVILLE-BROADVIEW HEIGHTS CITY SCHOOL DISTRICT

Effective:

August 1, 2024- July 31, 2027

Board Approved 6/26/2024

ADMINISTRATIVE PERSONNEL GUIDELINES

These administrative personnel guidelines (last revised May 22, 2024) replace and/or supersede all previous rules, administrative guidelines and procedures that pertain to administrative personnel in the Brecksville-Broadview Heights City School District. Any exceptions to these rules shall be noted in individual contracts.

Administrative Personnel

A. Enumerations of Positions Covered

a.	Athletic Director	260 Days
b.	Supervisor of Transportation	260 Days
c.	Assistant Transportation Supervisor	260 Days
d.	Supervisor of Food Service	210 Days
e.	Facilities and Security Coordinator	260 Days
f.	Operations Coordinator	260 Days
g.	Head Principal – Primary	228 Days
h.	Head Principal – Intermediate	228 Days
i.	Elementary School Principal (grandfathered)	210 Days
j.	Elementary School Assistant Principal	210 Days
k.	Middle School Principal	218 Days
l.	Middle School Assistant Principal	210 Days
m.	High School Principal	228 Days
n.	High School Assistant Principal	210 Days
o.	Director of Business Services	260 Days
p.	Assistant Superintendent	260 Days
q.	Director of Pupil Services	260 Days
r.	Director of Teaching and Learning	260 Days
s.	Technology Coordinator	218 Days
t.	Student Behavioral Wellness & Prevention Services Supervisor	200 Days

B. Salary Provisions
   a. Effective August 1, 2024 and thru July 31, 2027, administrative personnel will receive annual increases as follows:
      i. 2024-2025 – 2.75%
      ii. 2025-2026 – 2.85%
      iii. 2026-2027 – 3.25%
   b. Salary anniversary date to be August 1
   c. Computation of a day's salary when this determination is necessary (deduct day, additional workday, severance pay, payment for accrued, unused vacation days, prorating salary or benefits in the event the administrator leaves employ during the term of contract, etc.) will be done in the following manner for 12-month personnel:
      i. Total Contract Days 260
      ii. Less Holidays 13
         1. (New Year's Day + one day, Martin Luther King Day, Presidents' Day, Good Friday, Memorial Day, Juneteenth, July 4th, Labor Day, Thanksgiving + one day, Christmas + one day)
      iii. Less Vacation Days
      iv. Balance divided into Total Annual Salary
   d. Employees who work more than 260 contract days in a fiscal year are given an additional

day(s) off to compensate for this, upon notification to immediate supervisor.

C. Ohio Deferred Compensation Plan

a. Administrative personnel may contribute to the Ohio Deferred Compensation Plan or any other Internal Revenue Code Section 457 Plan approved by the Board of Education via payroll deductions.

D. Section 125 Plan ("Cafeteria Plan")

a. The Board established a "Cafeteria Plan."

b. The Cafeteria Plan will be designed to meet the requirements of Internal Revenue Code ("IRC") Section 125 and applicable regulations. Accordingly, each employee will have an opportunity on an annual basis to enroll in the Cafeteria Plan. The election to participate must be submitted on or before September 15th of each school year and may not be revoked during the current plan year (October 1st through September 30th) unless there is a change in the employee's circumstances that, in accordance with IRC Section 125, permits the employee to change his/her election under the plan (e.g., divorce, death of spouse, change in employment status including employment status affecting a spouse or dependent, birth or adoption of a child, a child losing eligibility for coverage, a court order requiring coverage, or other enrollment rights consistent with federal law). If revoked, any account balance will be governed by paragraph 5 below. Details of the Cafeteria Plan will be provided on an annual basis at the time of enrollment and will also be available through the Board Treasurer's office.

c. Dependent Care FSA

i. Under the Cafeteria Plan, each employee will be allowed to make a pretax "salary reduction" election up to the maximum amount allowable under IRC Section 129 (currently $5000 per year), and receive a corresponding credit under a dependent care FSA. Under the dependent care FSA, reimbursement may be received for dependent care expenses described in IRC Section 129.

ii. The salary reduction and corresponding credits will be made and issued in eighteen (18) equal installments, beginning in October.

iii. No employee may be entitled to reimbursement from the dependent care account in excess of the amount credited to the account.

d. Health Care FSA

i. Under the Cafeteria Plan, each employee will be allowed to make a separate pre-tax "salary reduction" election up to a maximum amount allowable by law, and receive a corresponding credit under a health care FSA. Under the health care FSA, reimbursement may be received for medical. expenses (under IRC Section 213) that are not otherwise reimbursable by the health care plans of the Board or of another employer.

ii. The salary reduction shall be made in eighteen (18) equal installments beginning in October.

e. Forfeiture of Unused Allocations

i. To comply with the requirement of IRC Section 125, amounts remaining in either the dependent care or health care FSA at the end of each plan year

will be forfeited. In the event an employee separates from employment during a plan year with a remaining balance in the FSA account(s), the employee may continue to receive reimbursements from the account(s) through the end of that plan year.

E. Recovery of Health Care FSA Reimbursements in Excess of Credits

a. In the event an employee's reimbursement under a health care FSA cannot be offset by a corresponding credit due to separation from employment or an unpaid leave, the Board may withhold the value of the outstanding credit from the employee's remaining paycheck(s).

F. Plan Administrator

a. The Board shall be the administrator of the Cafeteria Plan, but may delegate administration to the Board Treasurer's office and/or a third party administrator. Any administrative costs associated with a third party administrator will be offset by a service fee of $1 per pay per participating member.

G. Board-Paid Fringe Benefits

a. Life Insurance (including Accidental Death and Dismemberment) -- Two times annual salary (or as noted inindividual contracts)

b. Hospitalization and Medical Plan

i. Effective 1/1/2022, each Administrative Personnel employee that elects healthcare/prescription coverage shall be enrolled in a District hospital, medical, and prescription drug plan. Employees shall have the option of the Modified Ideal 3.2B Plan or the IDEAL Plan. Employees electing the Modified Ideal 3.2B Plan shall have on a monthly basis, 15% of the monthly insurance premium deducted from his/her paychecks (using the Section 125 Plan) during the 2024-2025 plan year (plan year effective October 1, 2024-September 30, 2025), 16% of the monthly insurance premium deducted from his/her paychecks during the 2025-2026 plan year (plan year effective October 1, 2025-September 30, 2026), and 16.5% of the monthly insurance premium deducted from his/her paychecks for plan year beginning October 1, 2026, and going forward unless otherwise determined by the Board. Employees electing the IDEAL plan shall not pay a monthly premium and may opt to participate in the “IDEAL” plan during the open enrollment period. The Board will pay 100% of the health and prescription drug premium costs for any Administrative Personnel employee participating in the “IDEAL” plan (See attached “IDEAL” plan document). Employees on the IDEAL plan understand that the District can alter this plan annually and those changes will be reflected during each Open Enrollment period before an employee makes the determination of which plan he/she chooses.

NOTE: The parties agree to add a Minimum Value Insurance Plan to the Agreement to comply with the Affordable Health Care Plan requirements (ACA).

ii. All Administration electing healthcare/prescription coverage shall receive a yearly lump sum taxable payment of $1000 to be paid with the second pay in

August.

c. Dental Plan

i. The Board shall provide a Dental Plan comparable to the current Coresource program (Oasis Trust Dental Plan #B2897), with $2,500 annual maximum, $1,000 lifetime maximum for orthodontics per person, individual deductibility - $25, and family deductibility - $50, for each employee regularly working thirty (30) or more hours per week.

ii. Employees electing the Dental Plan shall have on a monthly basis, 15% of the monthly insurance premium deducted from his/her paychecks (using the Section 125 Plan) during the 2024-2025 plan year (plan year effective October 1, 2024-September 30, 2025), 16% of the monthly insurance premium deducted from his/her paychecks during the 2025-2026 plan year (plan year effective October 1, 2025-September 30, 2026), and 16.5% of the monthly insurance premium deducted from his/her paychecks for plan year beginning October 1, 2026, and going forward unless otherwise determined by the Board.

d. Other Insurance

It is agreed and understood that in any case where an administrator is covered by another non-contributory hospitalization or welfare plan comparable or better than that provided herein, said administrator must choose coverage under such plan.

H. Spousal Enrollment

a. Effective November 1, 2012, if an employee's spouse is eligible to participate, as a current employee or retiree in group health insurance and/or prescription drug insurance sponsored by his/her employer or any public retirement plan, the spouse must enroll in such employer (or public retirement plan) sponsored group insurance coverage(s).

b. This requirement does not apply to any spouse who works less than thirty (30) hours per week AND is required to pay more than fifty percent (50%) of the single premium to participate in his/her employer's group health insurance coverage and/or prescription drug insurance coverage. This requirement also does not apply to any spouse who is a retiree under a public retirement plan and enrolled in Medicare coverage.

c. Upon the spouse's enrollment in any such employer (or public retirement plan) sponsored group insurance coverage, that coverage will become the primary payor of benefits, and the coverage sponsored by the Board of Education will become the secondary payor of benefits. However, if the District moves to a three or four tiered structure, the spouse will not be permitted onto the group health plan.

d. Any spouse who fails to enroll in any group insurance coverage sponsored by his/her employer or any public retirement plan, as required by this Section, shall be ineligible for benefits under such group insurance coverage sponsored by the

'Board of Education. Every employee whose spouse participates in the Board of Education's group health insurance coverage and/or prescription drug insurance coverage shall complete and submit to the Board of Education, upon request, a written certification verifying whether his/her spouse is eligible to participate in group health insurance coverage and/or prescription drug insurance coverage sponsored by the spouse's employer or any public retirement plan. If any employee fails to complete and submit the certification form by the required date, such employee's spouse will be removed immediately from all health and prescription drug insurance coverages sponsored by the Board of Education. Additional documentation may be required.

e. If the employee submits false information or fails to timely advise the Plan of a change in his/her spouse's eligibility for employer (or public retirement plan) sponsored group health insurance and/or prescription drug insurance, and such false information or such failure by the employee results in the Plan providing benefits to which the employee's spouse is not entitled, the employee will be personally liable to the Plan for reimbursement of benefits and expenses, including attorneys' fees and costs, incurred by the Plan. Any amount to be reimbursed by the employee may be deducted from the benefits to which the employee would otherwise be entitled. In addition, the employee's spouse will be terminated immediately from group health insurance and/or prescription drug insurance coverage under the Plan. If the employee submits false information, the employee may be subject to disciplinary action by the Board, up to and including termination of employment.

I. Payment in Lieu of Insurance Coverage

a. An administrator may elect not to receive the Medical/Hospitalization, Prescription insurance coverage provided above and instead elect to receive additional compensation of $2,000 per year, less applicable payroll deductions, to be paid the first pay in October the following year. In order to elect this option and receive this additional compensation, the administrator must, during the enrollment period (September 1 through September 21) in a given year, complete, sign and file with the Treasurer/CFO of the Board a form indicating his/her election. Once this election is made, it shall remain in effect and the administrator shall not be entitled to receive the coverage provided above for the duration of the one-year period. In the event of a change in the administrator's circumstances (e.g., divorce, death of spouse, spouse loses insurance coverage) after this election has been made, the administrator may elect to receive the insurance coverage after a three (3) month waiting period. There shall be no pre-existing condition exclusion for any administrator who re-enters the insurance program provided above after originally electing not to participate in said program.

J. Vacation Days

a. 20 days for all 260 day employees -- No vacation for administrators who work fewer than 260 days annually. Exceptions may be noted in individual contracts. Two hundred and sixty day administrators with twelve (12) years of administrative experience with the district shall receive 25 days of vacation.
b. Earned vacation days are to be used August through July of each year. An

administrator may elect to either be paid for accrued unused vacation, or may carryover the accrued unused portion of vacation.

i. All vacation days carried over shall be used by December 31 of each year.
ii. Administrators may convert up to ten (10) days for cash payment through submission of the vacation payout form in the online portal.
iii. Accrued unused vacation days will be paid in the first pay in December (during the contract year) and/or the first pay in August (following the conclusion of the contract year) as requested by the administrator.

In the event an administrator's employment is terminated during the contract year, vacation days will be prorated, and unused (prorated) vacation will be paid. Vacation used in excess of the prorated days will be paid back to the district.

K. Personal Leave — Approval to be obtained through the immediate supervisor. Administrators shall receive five (5) personal days per year. The Superintendent may approve additional days.
   a. Up to one (1) personal day shall be carried over to the following contract year if a balance remains.
   b. Remaining personal days that he/she does not use during a contract year, shall be converted to sick leave and added to that administrator's sick leave accumulation.

L. Sick Leave - In accordance with the Ohio Revised Code and the following:

   a. Sick Leave Accumulation
      i. Each administrator shall be granted sick leave on the following basis: one and one quarter (1-1/4) days for each completed month of service, or fifteen (15) days for each completed year of service.
      ii. If needed, up to five (5) days of sick leave shall be advanced to all administrators without accumulated sick leave at the beginning of each school year.
      iii. Unused sick leave accumulation shall be unlimited.
      iv. An administrator on an approved leave of absence (other than paid sick leave) shall neither accrue nor lose accumulated sick leave while on said leave. An administrator on paid sick leave may accrue sick leave at the rate of one and one-quarter (1-1/4) days for each completed month of service.
      v. Any sick leave earned and unused in prior public service in Ohio, in compliance with Section 3319.141 of the Ohio Revised Code, shall be transferred to the administrator's account in the Brecksville-Broadview Heights City School District at the time of employment, provided that such re-employment takes place within ten (10) years of the date on which the administrator was last terminated from public service. Sick Leave accumulated in prior public service must be presented at time of employment. The administrator will only be credited with the unused balance of the accumulated Sick Leave up to the maximum permitted by the public agency with which the administrator was last employed. Participation in any sick leave conversion plan nullifies the transfer of sick leave from such prior public service.
   b. Approved Use of Sick Leave Days
      i. Each administrator shall be granted paid sick leave up to the maximum number of days that he/she has accumulated.

ii. Administrators may use sick leave for absence due to personal illness, pregnancy, injury, or exposure to contagious disease.
iii. Administrators may use sick leave for absence due to illness, injury, or death in the immediate family. Immediate family shall be defined as spouse, child, parent, or people living in the same household as the administrator and who clearly has stood in the same relationship to the administrator as a spouse, child, or parent although not related to the administrator by law.
iv. Members of the family not listed above - Absence shall be granted up to but not to exceed five (5) days in any one (1) school year. Family in this category includes parent-in-law, grandparent, grandparent-in-law, brother, sister, brother-in-law, sister-in-law, aunt, and uncle.
v. Except for members of the immediate family, absence to provide day care for individuals who are ill is not considered an appropriate use of sick leave.
vi. In extenuating circumstances, the Superintendent or his/her designee may grant additional days.

c. Long-Term Use of Sick Leave
i. For leaves that exceed sixty (60) consecutive days, the Superintendent may, at the Board's cost, require the administrator or the person for whom the leave is taken to be examined by a doctor selected by the Superintendent. If the opinion of the doctor selected by the Superintendent is that the continuation of sick leave is not medically necessary, the administrator or the person for whom the leave is taken shall be examined, at the Board's cost, by a second doctor selected jointly by the Superintendent's doctor and the treating physician of the administrator or person for whom leave is taken. The opinion of the second doctor in regard to continuation of sick leave shall be binding on the administrator and the Board as to the medical necessity of the leave. An administrator who leaves and returns in the same school year shall be returned to his/her same assignment.

d. Sick Leave Pool
i. If an administrator is currently absent for thirty (30) consecutive days or more due to an accident, catastrophic illness or long-term illness (defined as an illness where it is anticipated that the employee will be absent at least ten (10) additional working days) of the administrator, his/her spouse or minor child, and has exhausted all of his/her accumulated sick leave, the administrator may apply to use the sick leave pool (Attachment 2) and another administrator may donate up to five (5) days (Attachment 3) of his/her accumulated sick leave to the absent administrator. The requirement of thirty (30) consecutive days absence may be waived in extraordinary circumstances at the discretion of the Superintendent.
ii. No administrator may receive more than an aggregate of thirty (30) donated sick leave days in any one (1) school year. This thirty (30) day limit may be waived in extraordinary circumstances at the discretion of the Superintendent.
iii. Donation of sick days shall be initiated by an administrator on a form found as Attachment 3, no later than the pay period within which the sick leave of the absent is exhausted.
iv. Donated sick leave shall be added to the accumulated sick leave of the absent administrator and deducted from the donating administrator (Attachment 4).

M. Compensatory Leave
a. Due to the unique demands on administrative personnel, which often require duty during other than regular school hours, or on designated holidays, each person covered under

these provisions may be granted compensatory leave.

b. The Superintendent must approve use of compensatory leave in advance. Generally, no more than four days (taken in ½ day or full day increments) of compensatory time will be approved in a given contract year. Time must be entered into the EAC for approval by the Superintendent. Compensatory time cannot be turned in for cash payments.

N. District Use for Recreational Activities

a. At the Superintendent's discretion, administrators may attend such civic or recreational activities that benefit the district by promoting community involvement, professional interaction and development, the boosting of morale, or that increase the overall productivity of the administration.

O. Sabbatical Leave

a. Subject to the provision of Section 3319.131 of the Ohio Revised Code, sabbatical leave for study and research may be granted by the Board to administrators who have completed at least five (5) years of service in Brecksville-Broadview Heights City School District.

b. The Board of Education shall grant leave to no more than five percent (5%) of the administrators at any one time.

c. Sabbatical leave may not be granted to an administrator more often than once every five (5) years of service, nor may such leave be granted a second time to the same administrator when other administrators have filed a request for such leave.

d. An administrator who is granted sabbatical leave will be required to return to the employment of Brecksville-Broadview Heights City Schools for at least one (1) year. If he/she does not return for one year, he/she shall be required to refund the Board monies given for such leave. This restriction shall not apply to administrators with twenty-five (25) years or more of teaching in Ohio schools.

e. A sabbatical leave may be granted for one (1) nine (9) week period, one (1) semester, one (1) full year, or for the last semester of one (1) year and the first semester of the following year. Each administrator on leave shall receive a salary equal to the difference between his/her expected salary and that of his/her substitute. It is understood that in computing the substitute's salary -there shall be added the cost of the normal fringe benefits to be paid to the substitute. Credit shall be given the same as if the administrator on sabbatical was active in the system. The administrator on sabbatical may continue at his/her cost all fringe benefits at the group rate.

f. Application for sabbatical leave shall be made in writing to the Superintendent not later than March 15 or October 15 preceding the school term within which the leave is desired. The application shall include a plan for spending the leave in a manner calculated to contribute to the professional effectiveness of the applicant and the best interests of the school system.

P. Assault Leave

a. If, in the course of employment, an administrator is assaulted by a student/ adult, resulting in physical injury to the administrator that is severe enough to preclude the satisfactory performance of regular duties, the administrator shall be granted leave for the period of incapacitation, except that the length of the leave shall be limited to five (5) days unless a doctor certifies that the incapacity will continue beyond such time. This assault leave shall not be charged against any other type of leave. Paid assault leave will be capped at ninety (90) working days except in extraordinary circumstances in which the cap

can be extended at the sole discretion of the Superintendent.

b. The administrator shall not qualify for assault leave except upon submission of an application justifying the granting of assault leave. If medical attention is required, the employee shall furnish a certificate from the attending physician stating the nature of the disability and its expected duration.
c. Payment of assault leave shall be at the regular rate of pay in effect for such administrator at the time of such assault, or at the rate which the administrator may become eligible in accordance with the Ohio Revised Cod; less any compensation to which the administrator is entitled under the Workers' Compensation Act of Ohio.
d. An administrator who has been physically assaulted in connection with the performance of professional assignment of this Board shall immediately give verbal notice to the Superintendent. In extraordinary circumstances where immediate notice is not possible, the administrator must give verbal notice no later than twenty four (24) hours after the assault has occurred. In addition, the administrator shall file a written report signed by the administrator within two (2) working days of the assault.
e. If court action results, said administrator shall be granted leave of his/her professional duties with no loss of pay for necessary time in court.
f. An administrator temporarily disabled as a result of a physical assault shall be returned to the same position held at the time of the incident, or shall be transferred to the first available teaching position carrying equivalent pay and equivalent professional duties for which the administrator is certificated/licensed, if the administrator so desires.

Q. Jury Duty

a. An administrator summoned for jury duty shall immediately notify the Superintendent.
b. When it is necessary for an administrator to be absent from duties due to a jury summons, the administrator shall not lose any salary.

R. Other Leaves

a. Upon the written request of an administrator, the Board may grant a leave of absence for a period of no more than two (2) consecutive school years for educational or professional or other purposes, and shall grant such leave where illness or other disability is the reason for the request. Upon subsequent request, such leave may be renewed by the Board. Without request, a Board may grant similar leave of absence and renewals thereof to any administrator because of physical or mental disability, but such administrator may have a hearing on such unrequested leave of absence or its renewals.
b. Upon successful completion of a one-year leave of absence for full-time post graduate work aimed toward an advanced degree and, in the opinion of the Superintendent, directly related to his/her administrative responsibilities, an administrator shall receive a one-year increment. Under no situation shall an administrator receive more than one (1) incrementof this type for any one (1) postgraduatedegree.
c. Leave may be requested where illness or disability relates to both parent and where there is no accumulated sick leave days available or applicable under the provisions of the sick leave policy.

S. Parental Leave

a. Parental leave of absence is a leave without pay and shall be for the balance of the year (the year being defined as August 1 through July 31) in which delivery or adoption occurs or for a

shorter period of time as requested by the administrator.

b. Request for parental leave must be made to the Superintendent no later than one (1) month prior to the beginning of the parental leave. If the one (1) month notice cannot be given, the administrator shall notify the Superintendent as soon as possible. A request for parental leave may be withdrawn at any time before the requested parental leave begins.
c. Parental leave may begin any time between the birth of a child and the child's first birthday. In the case of adoption, parental leave may begin upon receipt of custody of a child prior to his/her sixth birthday. Upon request by the administrator, sick leave may be used prior to parental leave following the birth or adoption of a child if illness or disability requires.
d. Upon request of the administrator, his/her leave shall be extended for one (1) additional school year. At the end of this one (1) additional school year, and upon request of the administrator, his/her leave shall be extended for one (1) more additional school year. An administrator can be a long-- term substitute in the same assignment up to three (3) consecutive years.
e. Administrators on parental leave shall be notified by the Superintendent, in writing, of the expiration of the leave on or before March 15 and the necessity of notifying the district, in writing, of his/her plans to return. Written notice by the administrator shall occur no later than April 1 unless the delivery or adoption occurred subsequent to March 15, in which case the administrator shall have until July 1 to notify the Superintendent of his/her intention for the coming school year. If notification is not received on the date specified, it will be assumed that the individual on leave does not wish to return to employment with the Board. If notification is received on time, the administrator shall be placed in an administrative position as of August 1.
f. Upon return from approved parental leave, an administrator shall be entitled to reinstatement to a substantially equivalent position for which the administrator holds a valid unexpired certificate.
g. The condition of maternity, pregnancy, miscarriage, abortion, childbirth and recovery there from or adoption shall not be grounds for the termination, nonrenewal, or failure to issue any contract for administrative duties.
h. Parental leave shall also be given to an administrator who requests it in order to care for his/her parent(s).
    v. Consecutive parental leaves shall not exceed four (4) consecutive years. If an administrator has utilized parental leave for four (4) consecutive years, he/she must be in active pay status for a minimum of 120 days before parental leave can again be granted. Parental leave of 120 days or more shall be considered to be a year of parental leave for the purposes of this section.

T. Professional Leave
   a. Approval to be obtained by submitting the appropriate form to the immediate supervisor. Administrators are encouraged to attend conferences, including national conferences, as it relates to their areas of responsibility.

U. Professional Dues
   a. Payment of professional association dues up to $750 annually, or payment of one professional association dues determined by a percentage of salary for all central office administrators (BASA, OASBO, etc.)

V. Tuition Reimbursement

a. To provide opportunities for professional growth and career enhancement to the administrators, the Brecksville-Broadview Heights City Schools will provide a program of tuition reimbursement for study at an accredited college or university. The district will annually set aside the equivalent of $2,000 per administrator to use for this purpose. Part-time administrators will qualify for a prorated amount.
b. First, the administrator completes the online request form and submits it to the Superintendent/designee for approval. If approved, the administrator registers and participates in his/her course work. Upon completion of the course work, the administrator submits for reimbursement through the online portal and uploads evidence of course completion, and evidence of payment. The district will not reimburse any credit card processing or electronic bank charges.

W. Technology Stipend
   a. Effective with the 2024-2025 contract year, the Board agrees to provide the administrators a yearly stipend, paid in one lump sum in the first quarter of each contract year, for the administrator to apply to reasonably incurred technology costs for the continued effective and efficient performance of their job duties and responsibilities, in an amount of one thousand dollars ($1,000) per contract year (the "Technology Stipend"), subject to applicable taxes and withholdings. The Board will continue to provide equipment (computers, laptops etc.) consistent with that which is provided to administrative staff members. Additional technology or equipment needed by the administrator may be personally purchased with proceeds from the Technology Stipend.

X. Mileage
   a. District Administrators must follow AG6550. Travel must be in connection with job assignment.
   b. Paid with approval of immediate supervisor at the current IRS rate.

Y. Severance Pay
   a. Calculation to be 30% of the accumulated sick leave at the time of retirement, unless the individual contract provides otherwise. Additionally, upon retirement $1,000 as a lump sum payment or in the form of a tax- sheltered annuity at the election of the retiree. All Administrators with contract start dates of 8/1/2021 or after shall be capped at 100 days and shall be eligible for a $5,000 lump sum tax-sheltered annuity upon retirement.
   b. The administrator shall receive full severance payment within two (2) years of his/her retirement. The Board shall pay the retiring administrator one- half (1/2) of his/her severance entitlement within the first year following the administrator's retirement. The remaining severance pay entitlement shall be paid to the retiring administrator within two (2) years of the administrator's retirement date.
   c. Payment shall be based upon the daily rate of pay at the time of retirement. Should an administrator elect to retire prior to the expiration of his/her contract, the administrator's compensation and benefit entitlement will be prorated to reflect the actual dates the contract was in effect.
   d. Any employee subject to the Administrative Guidelines who dies prior to severing employment who would otherwise have been entitled to severance pay shall be deemed to have severed employment on the day preceding his/her death. Payments for such sick leave shall then be paid to the individual's surviving spouse

and/or estate in the manner provided by law.

Z. Payment and Deferral of Severance

a. Notwithstanding anything in this Agreement or Board policy to the contrary, the Board shall adopt the "VALIC National Government Employees Retirement [the "401(a) Plan"] and the VALIC Tax Deferred 403(b) Annuity Plan for government Employees" [the "403(b) Plan"] with the terms that comply with the requirements of this Section 22.

b. The terms of the 401(a) Plan and 403(b) Plan shall include the following:

vi. Participation in the 401(a) Plan and 403 (b) Plan shall be mandatory for any administrator actively employed on or after August 1, 2004, who would be entitled to severance pay under Section 21 and also is or will be age 55 or older in the calendar year in which the administrator retires.

vii. If a retiring administrator or a resigning retired/rehired administrator is a participant in the 401(a) Plan, an employer contribution shall be made on his/her behalf under the 401(a) Plan in an amount equal to the lesser of:

1. The total amount payable to the Participant as severance pay under Section 22.
2. The maximum contribution amount allowable under the terms of the 401(a) Plan.

c. The required contribution to the 401(a) Plan shall be made within the timeframe described in Section 21 regarding the payment of severance pay provided, however, that if the amount payable to the 401(a) Plan in the calendar year of retirement would exceed the maximum amount that is permitted under the applicable federal income tax law for that year, the remaining amount that is permitted under the applicable federal income tax law for that year shall be contributed to the 401(a) Plan after the first payroll date in January of the next calendar year. If there are any remaining amounts, those amounts shall be contributed to the 401(a) Plan, after the first payroll date in January of the following four (4) calendar years, in each such year not to exceed the maximum permitted under the applicable federal income tax law for each year.

viii. An administrator who is a participant in the 401(a) Plan shall complete a 401(a) Plan sponsor enrollment package prior to retirement; and unless and until an administrator does so, no contribution of severance pay shall be made to 401(a) Plan on behalf of the administrator.

ix. If an administrator retires or resigns in the case of a retired/rehired administrator, is entitled to have a contribution paid to the 401(a) Plan, and dies prior to such contribution being paid to the 401(a) Plan, the contribution shall be paid to the 401(a) Plan and then paid by the plan to a Beneficiary of the administrator in accordance with the terms of the 401(a) Plan.

x. The Plan year of the 401(a) Plan shall be the calendar year starting with January, 2005.

xi. The Board shall attempt to find a reputable company providing a 401(a) Plan and 403(b) Plan that does not charge any administrative fees. However, if no such company can be found, any administrative fees shall be borne by the 401(a) Plan and the 403(b) Plan participants.

xii. If an administrator is entitled to Severance Pay and is not an eligible participant in the 401(a) Plan or 403(b) Plan, that administrator will continue to be eligible for any and all severance payments payable in accordance with Section 21 of this

Agreement and will be eligible to receive payments in accordance with that section. The administrator may elect to defer such payments to a tax-sheltered annuity that is tax qualified under Internal Revenue Code Section 403(b) (a "TSA") as permitted by law and Board policy.

xiii. All contributions to the 401(a) Plan and 403(b) Plan, all deferrals to a TSA, and all check payments to administrators, shall be subject to reduction for any tax withholding or other withholding that the Treasurer/CFO, in his/her sole discretion, determines is required by law. The Board does not guarantee any tax results associated with the 401(a) Plan and 403(b) Plan, deferrals to a TSA, or check payments made to an administrator.

AA. Retirement Contribution – Effective July 1, 2011, the Board of Education is eliminating the STRS/SERS fringe benefit pickup and will be making a corresponding adjustment to the salary of its administrative personnel to ensure that the federal taxable income of the administrative personnel will be unaffected by the elimination of the fringe benefit pickup.

BB. Medicare — The Board shall pay 100% of Medicare contribution for all administrators.

CC. Family & Medical Leave Act of 1993 (FMLA) (amended in 2009) - Eligible employees that meet the following requirements shall be entitled for a leave of absence under the Family Medical Leave Act:

a. Has been a Board employee for a total of at least twelve months, which need not be consecutive.
b. Has worked at least 1,250 hours for the Board during the twelve months immediately preceding the date on which the employee's FMLA leave is to begin.

DD. Review Process

a. Supervisory staff as defined by this document will be evaluated as per Attachment 9. Principals and assistant principals will be evaluated in accord with the Ohio Principal Evaluation System (OPES)

Original Adoption: June 24, 1985
Subsequent Revisions: July 1, 1999; March 21, 2001; July 23, 2001; August 1, 2001; June 24, 2002; July 22, 2002, July 28, 2003, May 4, 2004 , February 22, 2005, June 23, 2008, May 18, 2009, June 21, 2010, December 13, 2010, June 20, 2011,October 22, 2012; November 21, 2016; July 21, 2021; March 15, 2023; May 22, 2024; June 26, 2024; June 24, 2026

Attachment 1

Brecksville-Broadview Heights City School District
Suburban Health Consortium
Suggested Ideal Plan

Attachment 2

Brecksville-Broadview Heights City School District

Application to Use Sick Leave Pool

I,_____, wish to apply for_____days of sick leave from the Brecksville-Broadview Heights City Schools Sick Leave Pool.

I have reviewed the criteria found on Pages 5 and 6 of these

guidelines. I will need days from the Sick Leave Pool because

_____

_____

_____

I understand that all accumulated sick leave must be exhausted before I can receive days from the Sick Leave Pool. I additionally understand that any sick leave that accumulates during my absence will be deducted before days from the Sick Leave Pool will be used.

_____ _____

Signature of Employee Date

This form must be forwarded to the Superintendent who will review the application.

- - - -

Attachment 3

Brecksville-Broadview Heights City School District Sick Leave Donation

Administrative Personnel

I,_____, wish to donate_____day(s)

of sick leave to the Sick Leave Pool to be used by_____.
(employee needing the sick leave)

I understand that I will be notified of the deduction when it is made.

_____ _____
Signature of Employee Date

This form should be sent directly to the Board Treasurer/CFO.

Attachment 4

Brecksville-Broadview Heights City School District Notification

of Use of Sick Leave

Administrative Personnel

The_____day(s) of sick leave that you donated to _____

has been used and will be deducted from your accumulated sick leave. Thank

you very much for your concern for your colleague in need.

_____ _____

Signature of Board Treasurer/CFO Date

Attachment 5

Brecksville-Broadview Heights City School District Evaluation of Administrative/Supervisory Staff

(Administrators both Professional and Support – Principals & Assistant Principals will be evaluated using the Ohio Principal Evaluation System - OPES)

Beginning with the '07-08 school year, the following guidelines for the evaluation of administrative/supervisory personnel will be followed:

To assist administrators in the development of their professional abilities, to provide information for employment decisions and to comply with mandates of Ohio law, the following procedures are employed by the Superintendent/designee in evaluating administrative personnel.

1. An initial annual meeting is held by the Superintendent or designee prior to the school year (defined as 1st day for students) with administrators/supervisors to discuss specific measurable objectives and plans for their achievement. A statement of these objectives and plans is submitted by each administrator/supervisor to the Superintendent/designee at the meeting as defined above. These objectives and plans are to be maintained in each administrator's/supervisor's personnel file.
2. The Superintendent or designee employs the evaluation criteria designed to measure the administrator's/supervisor's effectiveness in performing his/her duties. All administrators/supervisors will be evaluated prior to the end of July. (Note: June is recommended and within the work calendar of the administrator/supervisor being evaluated.) The evaluator will also assess the administrator's/supervisor's progress in meeting plans and objectives set for that school year. Areas of outstanding, satisfactory and poor performance will be noted. The Superintendent or designee will meet with each administrator/supervisor to discuss the written evaluation. The evaluatee is given a copy of the evaluation and has an opportunity to discuss the evaluation at this meeting.
3. An ongoing dialogue concerning the administrator's/supervisor's objectives will continue and the evaluator and evaluatee will meet as needed or requested throughout the year.
4. For those employees whose contracts are expiring at the end of the current school year, two evaluations must be completed. A preliminary evaluation must be received by the employee at least 60 days prior to any Board action on the employee's contract. A final evaluation must include the Superintendent's or designee's intended recommendation for the contract of the employee. A written copy of the final evaluation must be provided to the employee at least five days prior to the Board's action to renew or non-renew the employee's contract.
5. The employee may request a meeting with the Board prior to any Board action on his/her contract. The employee may have a representative of his/her choice at the meeting.
6. A final copy of each evaluation will be forwarded to the Superintendent for his/her review and for placement in the administrator's/supervisor's personnel file.

Brecksville-Broadview Heights City School District

Administrative and Supervisor Compensation Schedule

1) Base

2019-20	$74,393.23	2024-2025	$82,740.07
2020-21	$75,881.09	2025-2026	$85,098.17
2021-22	$77,398.71	2026-2027	$87,863.86
2022-23	$78,946.69		
2023-24	$80,525.62		

2) Years of Service

Year	Factor	Year	Factor
1	0.010	16	0.160
2	0.020	17	0.170
3	0.030	18	0.180
4	0.040	19	0.190
5	0.050	20	0.200
6	0.060	21	0.210
7	0.070	22	0.220
8	0.080	23	0.230
9	0.090	24	0.240
10	0.100	25	0.250
11	0.110	26	0.260
12	0.120	27	0.270
13	0.130	28	0.272
14	0.140	29	0.273
15	0.150	30	0.275

3) Responsibility

Position	Factor
HS Principal	1.448
MS Principal	1.395
Head Principal - Primary	1.320
Head Principal - Intermediate	1.320
ES Principal (grandfathered)	1.300
Asst. Superintendent	1.285
Director of Teaching and Learning	1.240
Director of Pupil Services	1.240
Asst. HS Principal	1.180
Asst. MS Principal	1.170
Asst. ES Principal	1.170
Preschool & Gifted Coordinator	1.140
Pupil Services Coordinator	1.125
Athletic Director	1.000
Operations Coordinator	0.870
Facilities and Security Coordinator	0.870
Food Service Supervisor	0.650
Transportation Supervisor	0.650
Student Behavioral Wellness & Prevention Services Supervisor	0.650
Asst. Transportation Supervisor	0.450

4) Education

Degree/Hours	Factor
MA or BA	0.005
MA +10	0.010
MA +20	0.020
MA +30	0.030
MA +45	0.040
PhD & EdD	0.060

5) Length of Contract

No. of Days	Factor
150	(0.240)
200	0.09
210	0.16
218	0.21
228	0.29
260	0.36

Salary Factors (from above)

1) Base salary increase shall be recommended for Board approval according to Administrative Guidelines.
2) Each administrator/supervisor shall be placed on the experience level equal to total number of administrative/supervisory years of experience unless otherwise determined by Superintendent.
3) Factor is determined by position.
4) Degree and hours as submitted to the Superintendent, or designee. Submission of additional hours must be submitted by September 15th and/or January 15th of each year.
5) Number of days determined by individual contract of each administrator/supervisor.
6) Board paid STRS/SERS pickup eliminated for 2011/2012 contract year.

Calculation of Salary

The sum of all factors (items 2 through 5 from above) shall be applied against the base salary.

ADMINISTRATIVE PERSONNEL GUIDELINES

BRECKSVILLE-BROADVIEW HEIGHTS CITY SCHOOL DISTRICT

Effective:

August 1, 2024- July 31, 2027

Board Approved 6/26/2024

ADMINISTRATIVE PERSONNEL GUIDELINES

These administrative personnel guidelines (last revised May 22, 2024) replace and/or supersede all previous rules, administrative guidelines and procedures that pertain to administrative personnel in the Brecksville-Broadview Heights City School District. Any exceptions to these rules shall be noted in individual contracts.

Administrative Personnel

A. Enumerations of Positions Covered

a.	Athletic Director	260 Days
b.	Supervisor of Transportation	260 Days
c.	Assistant Transportation Supervisor	260 Days
d.	Supervisor of Food Service	210 Days
e.	Facilities and Security Coordinator	260 Days
f.	Operations Coordinator	260 Days
g.	Head Principal – Primary	228 Days
h.	Head Principal – Intermediate	228 Days
i.	Elementary School Principal (grandfathered)	210 Days
j.	Elementary School Assistant Principal	210 Days
k.	Middle School Principal	218 Days
l.	Middle School Assistant Principal	210 Days
m.	High School Principal	228 Days
n.	High School Assistant Principal	210 Days
o.	Director of Business Services	260 Days
p.	Assistant Superintendent	260 Days
q.	Director of Pupil Services	260 Days
r.	Director of Teaching and Learning	260 Days
s.	Technology Coordinator	218 Days
t.	Student Behavioral Wellness & Prevention Services Supervisor	200 Days

B. Salary Provisions
   a. Effective August 1, 2024 and thru July 31, 2027, administrative personnel will receive annual increases as follows:
      i. 2024-2025 – 2.75%
      ii. 2025-2026 – 2.85%
      iii. 2026-2027 – 3.25%
   b. Salary anniversary date to be August 1
   c. Computation of a day's salary when this determination is necessary (deduct day, additional workday, severance pay, payment for accrued, unused vacation days, prorating salary or benefits in the event the administrator leaves employ during the term of contract, etc.) will be done in the following manner for 12-month personnel:
      i. Total Contract Days 260
      ii. Less Holidays 13
         1. (New Year's Day + one day, Martin Luther King Day, Presidents' Day, Good Friday, Memorial Day, Juneteenth, July 4th, Labor Day, Thanksgiving + one day, Christmas + one day)
      iii. Less Vacation Days
      iv. Balance divided into Total Annual Salary
   d. Employees who work more than 260 contract days in a fiscal year are given an additional

day(s) off to compensate for this, upon notification to immediate supervisor.

C. Ohio Deferred Compensation Plan

a. Administrative personnel may contribute to the Ohio Deferred Compensation Plan or any other Internal Revenue Code Section 457 Plan approved by the Board of Education via payroll deductions.

D. Section 125 Plan ("Cafeteria Plan")

a. The Board established a "Cafeteria Plan."

b. The Cafeteria Plan will be designed to meet the requirements of Internal Revenue Code ("IRC") Section 125 and applicable regulations. Accordingly, each employee will have an opportunity on an annual basis to enroll in the Cafeteria Plan. The election to participate must be submitted on or before September 15th of each school year and may not be revoked during the current plan year (October 1st through September 30th) unless there is a change in the employee's circumstances that, in accordance with IRC Section 125, permits the employee to change his/her election under the plan (e.g., divorce, death of spouse, change in employment status including employment status affecting a spouse or dependent, birth or adoption of a child, a child losing eligibility for coverage, a court order requiring coverage, or other enrollment rights consistent with federal law). If revoked, any account balance will be governed by paragraph 5 below. Details of the Cafeteria Plan will be provided on an annual basis at the time of enrollment and will also be available through the Board Treasurer's office.

c. Dependent Care FSA

i. Under the Cafeteria Plan, each employee will be allowed to make a pretax "salary reduction" election up to the maximum amount allowable under IRC Section 129 (currently $5000 per year), and receive a corresponding credit under a dependent care FSA. Under the dependent care FSA, reimbursement may be received for dependent care expenses described in IRC Section 129.

ii. The salary reduction and corresponding credits will be made and issued in eighteen (18) equal installments, beginning in October.

iii. No employee may be entitled to reimbursement from the dependent care account in excess of the amount credited to the account.

d. Health Care FSA

i. Under the Cafeteria Plan, each employee will be allowed to make a separate pre-tax "salary reduction" election up to a maximum amount allowable by law, and receive a corresponding credit under a health care FSA. Under the health care FSA, reimbursement may be received for medical. expenses (under IRC Section 213) that are not otherwise reimbursable by the health care plans of the Board or of another employer.

ii. The salary reduction shall be made in eighteen (18) equal installments beginning in October.

e. Forfeiture of Unused Allocations

i. To comply with the requirement of IRC Section 125, amounts remaining in either the dependent care or health care FSA at the end of each plan year

will be forfeited. In the event an employee separates from employment during a plan year with a remaining balance in the FSA account(s), the employee may continue to receive reimbursements from the account(s) through the end of that plan year.

E. Recovery of Health Care FSA Reimbursements in Excess of Credits

a. In the event an employee's reimbursement under a health care FSA cannot be offset by a corresponding credit due to separation from employment or an unpaid leave, the Board may withhold the value of the outstanding credit from the employee's remaining paycheck(s).

F. Plan Administrator

a. The Board shall be the administrator of the Cafeteria Plan, but may delegate administration to the Board Treasurer's office and/or a third party administrator. Any administrative costs associated with a third party administrator will be offset by a service fee of $1 per pay per participating member.

G. Board-Paid Fringe Benefits

a. Life Insurance (including Accidental Death and Dismemberment) -- Two times annual salary (or as noted inindividual contracts)

b. Hospitalization and Medical Plan

i. Effective 1/1/2022, each Administrative Personnel employee that elects healthcare/prescription coverage shall be enrolled in a District hospital, medical, and prescription drug plan. Employees shall have the option of the Modified Ideal 3.2B Plan or the IDEAL Plan. Employees electing the Modified Ideal 3.2B Plan shall have on a monthly basis, 15% of the monthly insurance premium deducted from his/her paychecks (using the Section 125 Plan) during the 2024-2025 plan year (plan year effective October 1, 2024-September 30, 2025), 16% of the monthly insurance premium deducted from his/her paychecks during the 2025-2026 plan year (plan year effective October 1, 2025-September 30, 2026), and 16.5% of the monthly insurance premium deducted from his/her paychecks for plan year beginning October 1, 2026, and going forward unless otherwise determined by the Board. Employees electing the IDEAL plan shall not pay a monthly premium and may opt to participate in the “IDEAL” plan during the open enrollment period. The Board will pay 100% of the health and prescription drug premium costs for any Administrative Personnel employee participating in the “IDEAL” plan (See attached “IDEAL” plan document). Employees on the IDEAL plan understand that the District can alter this plan annually and those changes will be reflected during each Open Enrollment period before an employee makes the determination of which plan he/she chooses.

NOTE: The parties agree to add a Minimum Value Insurance Plan to the Agreement to comply with the Affordable Health Care Plan requirements (ACA).

ii. All Administration electing healthcare/prescription coverage shall receive a yearly lump sum taxable payment of $1000 to be paid with the second pay in

August.

c. Dental Plan

i. The Board shall provide a Dental Plan comparable to the current Coresource program (Oasis Trust Dental Plan #B2897), with $2,500 annual maximum, $1,000 lifetime maximum for orthodontics per person, individual deductibility - $25, and family deductibility - $50, for each employee regularly working thirty (30) or more hours per week.

ii. Employees electing the Dental Plan shall have on a monthly basis, 15% of the monthly insurance premium deducted from his/her paychecks (using the Section 125 Plan) during the 2024-2025 plan year (plan year effective October 1, 2024-September 30, 2025), 16% of the monthly insurance premium deducted from his/her paychecks during the 2025-2026 plan year (plan year effective October 1, 2025-September 30, 2026), and 16.5% of the monthly insurance premium deducted from his/her paychecks for plan year beginning October 1, 2026, and going forward unless otherwise determined by the Board.

d. Other Insurance

It is agreed and understood that in any case where an administrator is covered by another non-contributory hospitalization or welfare plan comparable or better than that provided herein, said administrator must choose coverage under such plan.

H. Spousal Enrollment

a. Effective November 1, 2012, if an employee's spouse is eligible to participate, as a current employee or retiree in group health insurance and/or prescription drug insurance sponsored by his/her employer or any public retirement plan, the spouse must enroll in such employer (or public retirement plan) sponsored group insurance coverage(s).

b. This requirement does not apply to any spouse who works less than thirty (30) hours per week AND is required to pay more than fifty percent (50%) of the single premium to participate in his/her employer's group health insurance coverage and/or prescription drug insurance coverage. This requirement also does not apply to any spouse who is a retiree under a public retirement plan and enrolled in Medicare coverage.

c. Upon the spouse's enrollment in any such employer (or public retirement plan) sponsored group insurance coverage, that coverage will become the primary payor of benefits, and the coverage sponsored by the Board of Education will become the secondary payor of benefits. However, if the District moves to a three or four tiered structure, the spouse will not be permitted onto the group health plan.

d. Any spouse who fails to enroll in any group insurance coverage sponsored by his/her employer or any public retirement plan, as required by this Section, shall be ineligible for benefits under such group insurance coverage sponsored by the

'Board of Education. Every employee whose spouse participates in the Board of Education's group health insurance coverage and/or prescription drug insurance coverage shall complete and submit to the Board of Education, upon request, a written certification verifying whether his/her spouse is eligible to participate in group health insurance coverage and/or prescription drug insurance coverage sponsored by the spouse's employer or any public retirement plan. If any employee fails to complete and submit the certification form by the required date, such employee's spouse will be removed immediately from all health and prescription drug insurance coverages sponsored by the Board of Education. Additional documentation may be required.

e. If the employee submits false information or fails to timely advise the Plan of a change in his/her spouse's eligibility for employer (or public retirement plan) sponsored group health insurance and/or prescription drug insurance, and such false information or such failure by the employee results in the Plan providing benefits to which the employee's spouse is not entitled, the employee will be personally liable to the Plan for reimbursement of benefits and expenses, including attorneys' fees and costs, incurred by the Plan. Any amount to be reimbursed by the employee may be deducted from the benefits to which the employee would otherwise be entitled. In addition, the employee's spouse will be terminated immediately from group health insurance and/or prescription drug insurance coverage under the Plan. If the employee submits false information, the employee may be subject to disciplinary action by the Board, up to and including termination of employment.

I. Payment in Lieu of Insurance Coverage

a. An administrator may elect not to receive the Medical/Hospitalization, Prescription insurance coverage provided above and instead elect to receive additional compensation of $2,000 per year, less applicable payroll deductions, to be paid the first pay in October the following year. In order to elect this option and receive this additional compensation, the administrator must, during the enrollment period (September 1 through September 21) in a given year, complete, sign and file with the Treasurer/CFO of the Board a form indicating his/her election. Once this election is made, it shall remain in effect and the administrator shall not be entitled to receive the coverage provided above for the duration of the one-year period. In the event of a change in the administrator's circumstances (e.g., divorce, death of spouse, spouse loses insurance coverage) after this election has been made, the administrator may elect to receive the insurance coverage after a three (3) month waiting period. There shall be no pre-existing condition exclusion for any administrator who re-enters the insurance program provided above after originally electing not to participate in said program.

J. Vacation Days

a. 20 days for all 260 day employees -- No vacation for administrators who work fewer than 260 days annually. Exceptions may be noted in individual contracts. Two hundred and sixty day administrators with twelve (12) years of administrative experience with the district shall receive 25 days of vacation.
b. Earned vacation days are to be used August through July of each year. An

administrator may elect to either be paid for accrued unused vacation, or may carryover the accrued unused portion of vacation.

i. All vacation days carried over shall be used by December 31 of each year.
ii. Administrators may convert up to ten (10) days for cash payment -through submission of the vacation payout form in the online portal.
iii. Accrued unused vacation days will be paid in the first pay in December (during the contract year) and/or the first pay in August (following the conclusion of the contract year) as requested by the administrator.

In the event an administrator's employment is terminated during the contract year, vacation days will be prorated, and unused (prorated) vacation will be paid. Vacation used in excess of the prorated days will be paid back to the district.

K. Personal Leave — Approval to be obtained through the immediate supervisor. Administrators shall receive five (5) personal days per year. The Superintendent may approve additional days.
   a. Up to one (1) personal day shall be carried over to the following contract year if a balance remains.
   b. Remaining personal days that he/she does not use during a contract year, shall be converted to sick leave and added to that administrator's sick leave accumulation.

L. Sick Leave - In accordance with the Ohio Revised Code and the following:

   a. Sick Leave Accumulation
      i. Each administrator shall be granted sick leave on the following basis: one and one quarter (1-1/4) days for each completed month of service, or fifteen (15) days for each completed year of service.
      ii. If needed, up to five (5) days of sick leave shall be advanced to all administrators without accumulated sick leave at the beginning of each school year.
      iii. Unused sick leave accumulation shall be unlimited.
      iv. An administrator on an approved leave of absence (other than paid sick leave) shall neither accrue nor lose accumulated sick leave while on said leave. An administrator on paid sick leave may accrue sick leave at the rate of one and one-quarter (1-1/4) days for each completed month of service.
      v. Any sick leave earned and unused in prior public service in Ohio, in compliance with Section 3319.141 of the Ohio Revised Code, shall be transferred to the administrator's account in the Brecksville-Broadview Heights City School District at the time of employment, provided that such re-employment takes place within ten (10) years of the date on which the administrator was last terminated from public service. Sick Leave accumulated in prior public service must be presented at time of employment. The administrator will only be credited with the unused balance of the accumulated Sick Leave up to the maximum permitted by the public agency with which the administrator was last employed. Participation in any sick leave conversion plan nullifies the transfer of sick leave from such prior public service.
   b. Approved Use of Sick Leave Days
      i. Each administrator shall be granted paid sick leave up to the maximum number of days that he/she has accumulated.

ii. Administrators may use sick leave for absence due to personal illness, pregnancy, injury, or exposure to contagious disease.
iii. Administrators may use sick leave for absence due to illness, injury, or death in the immediate family. Immediate family shall be defined as spouse, child, parent, or people living in the same household as the administrator and who clearly has stood in the same relationship to the administrator as a spouse, child, or parent although not related to the administrator by law.
iv. Members of the family not listed above - Absence shall be granted up to but not to exceed five (5) days in any one (1) school year. Family in this category includes parent-in-law, grandparent, grandparent-in-law, brother, sister, brother-in-law, sister-in-law, aunt, and uncle.
v. Except for members of the immediate family, absence to provide day care for individuals who are ill is not considered an appropriate use of sick leave.
vi. In extenuating circumstances, the Superintendent or his/her designee may grant additional days.

c. Long-Term Use of Sick Leave
i. For leaves that exceed sixty (60) consecutive days, the Superintendent may, at the Board's cost, require the administrator or the person for whom the leave is taken to be examined by a doctor selected by the Superintendent. If the opinion of the doctor selected by the Superintendent is that the continuation of sick leave is not medically necessary, the administrator or the person for whom the leave is taken shall be examined, at the Board's cost, by a second doctor selected jointly by the Superintendent's doctor and the treating physician of the administrator or person for whom leave is taken. The opinion of the second doctor in regard to continuation of sick leave shall be binding on the administrator and the Board as to the medical necessity of the leave. An administrator who leaves and returns in the same school year shall be returned to his/her same assignment.

d. Sick Leave Pool
i. If an administrator is currently absent for thirty (30) consecutive days or more due to an accident, catastrophic illness or long-term illness (defined as an illness where it is anticipated that the employee will be absent at least ten (10) additional working days) of the administrator, his/her spouse or minor child, and has exhausted all of his/her accumulated sick leave, the administrator may apply to use the sick leave pool (Attachment 2) and another administrator may donate up to five (5) days (Attachment 3) of his/her accumulated sick leave to the absent administrator. The requirement of thirty (30) consecutive days absence may be waived in extraordinary circumstances at the discretion of the Superintendent.
ii. No administrator may receive more than an aggregate of thirty (30) donated sick leave days in any one (1) school year. This thirty (30) day limit may be waived in extraordinary circumstances at the discretion of the Superintendent.
iii. Donation of sick days shall be initiated by an administrator on a form found as Attachment 3, no later than the pay period within which the sick leave of the absent is exhausted.
iv. Donated sick leave shall be added to the accumulated sick leave of the absent administrator and deducted from the donating administrator (Attachment 4).

M. Compensatory Leave
a. Due to the unique demands on administrative personnel, which often require duty during other than regular school hours, or on designated holidays, each person covered under

these provisions may be granted compensatory leave.

b. The Superintendent must approve use of compensatory leave in advance. Generally, no more than four days (taken in ½ day or full day increments) of compensatory time will be approved in a given contract year. Time must be entered into the EAC for approval by the Superintendent. Compensatory time cannot be turned in for cash payments.

N. District Use for Recreational Activities

a. At the Superintendent's discretion, administrators may attend such civic or recreational activities that benefit the district by promoting community involvement, professional interaction and development, the boosting of morale, or that increase the overall productivity of the administration.

O. Sabbatical Leave

a. Subject to the provision of Section 3319.131 of the Ohio Revised Code, sabbatical leave for study and research may be granted by the Board to administrators who have completed at least five (5) years of service in Brecksville-Broadview Heights City School District.

b. The Board of Education shall grant leave to no more than five percent (5%) of the administrators at any one time.

c. Sabbatical leave may not be granted to an administrator more often than once every five (5) years of service, nor may such leave be granted a second time to the same administrator when other administrators have filed a request for such leave.

d. An administrator who is granted sabbatical leave will be required to return to the employment of Brecksville-Broadview Heights City Schools for at least one (1) year. If he/she does not return for one year, he/she shall be required to refund the Board monies given for such leave. This restriction shall not apply to administrators with twenty-five (25) years or more of teaching in Ohio schools.

e. A sabbatical leave may be granted for one (1) nine (9) week period, one (1) semester, one (1) full year, or for the last semester of one (1) year and the first semester of the following year. Each administrator on leave shall receive a salary equal to the difference between his/her expected salary and that of his/her substitute. It is understood that in computing the substitute's salary -there shall be added the cost of the normal fringe benefits to be paid to the substitute. Credit shall be given the same as if the administrator on sabbatical was active in the system. The administrator on sabbatical may continue at his/her cost all fringe benefits at the group rate.

f. Application for sabbatical leave shall be made in writing to the Superintendent not later than March 15 or October 15 preceding the school term within which the leave is desired. The application shall include a plan for spending the leave in a manner calculated to contribute to the professional effectiveness of the applicant and the best interests of the school system.

P. Assault Leave

a. If, in the course of employment, an administrator is assaulted by a student/ adult, resulting in physical injury to the administrator that is severe enough to preclude the satisfactory performance of regular duties, the administrator shall be granted leave for the period of incapacitation, except that the length of the leave shall be limited to five (5) days unless a doctor certifies that the incapacity will continue beyond such time. This assault leave shall not be charged against any other type of leave. Paid assault leave will be capped at ninety (90) working days except in extraordinary circumstances in which the cap

can be extended at the sole discretion of the Superintendent.

b. The administrator shall not qualify for assault leave except upon submission of an application justifying the granting of assault leave. If medical attention is required, the employee shall furnish a certificate from the attending physician stating the nature of the disability and its expected duration.
c. Payment of assault leave shall be at the regular rate of pay in effect for such administrator at the time of such assault, or at the rate which the administrator may become eligible in accordance with the Ohio Revised Cod; less any compensation to which the administrator is entitled under the Workers' Compensation Act of Ohio.
d. An administrator who has been physically assaulted in connection with the performance of professional assignment of this Board shall immediately give verbal notice to the Superintendent. In extraordinary circumstances where immediate notice is not possible, the administrator must give verbal notice no later than twenty four (24) hours after the assault has occurred. In addition, the administrator shall file a written report signed by the administrator within two (2) working days of the assault.
e. If court action results, said administrator shall be granted leave of his/her professional duties with no loss of pay for necessary time in court.
f. An administrator temporarily disabled as a result of a physical assault shall be returned to the same position held at the time of the incident, or shall be transferred to the first available teaching position carrying equivalent pay and equivalent professional duties for which the administrator is certificated/licensed, if the administrator so desires.

Q. Jury Duty

a. An administrator summoned for jury duty shall immediately notify the Superintendent.
b. When it is necessary for an administrator to be absent from duties due to a jury summons, the administrator shall not lose any salary.

R. Other Leaves

a. Upon the written request of an administrator, the Board may grant a leave of absence for a period of no more than two (2) consecutive school years for educational or professional or other purposes, and shall grant such leave where illness or other disability is the reason for the request. Upon subsequent request, such leave may be renewed by the Board. Without request, a Board may grant similar leave of absence and renewals thereof to any administrator because of physical or mental disability, but such administrator may have a hearing on such unrequested leave of absence or its renewals.
b. Upon successful completion of a one-year leave of absence for full-time post graduate work aimed toward an advanced degree and, in the opinion of the Superintendent, directly related to his/her administrative responsibilities, an administrator shall receive a one-year increment. Under no situation shall an administrator receive more than one (1) incrementof this type for any one (1) postgraduatedegree.
c. Leave may be requested where illness or disability relates to both parent and where there is no accumulated sick leave days available or applicable under the provisions of the sick leave policy.

S. Parental Leave

a. Parental leave of absence is a leave without pay and shall be for the balance of the year (the year being defined as August 1 through July 31) in which delivery or adoption occurs or for a

shorter period of time as requested by the administrator.

b. Request for parental leave must be made to the Superintendent no later than one (1) month prior to the beginning of the parental leave. If the one (1) month notice cannot be given, the administrator shall notify the Superintendent as soon as possible. A request for parental leave may be withdrawn at any time before the requested parental leave begins.
c. Parental leave may begin any time between the birth of a child and the child's first birthday. In the case of adoption, parental leave may begin upon receipt of custody of a child prior to his/her sixth birthday. Upon request by the administrator, sick leave may be used prior to parental leave following the birth or adoption of a child if illness or disability requires.
d. Upon request of the administrator, his/her leave shall be extended for one (1) additional school year. At the end of this one (1) additional school year, and upon request of the administrator, his/her leave shall be extended for one (1) more additional school year. An administrator can be a long-- term substitute in the same assignment up to three (3) consecutive years.
e. Administrators on parental leave shall be notified by the Superintendent, in writing, of the expiration of the leave on or before March 15 and the necessity of notifying the district, in writing, of his/her plans to return. Written notice by the administrator shall occur no later than April 1 unless the delivery or adoption occurred subsequent to March 15, in which case the administrator shall have until July 1 to notify the Superintendent of his/her intention for the coming school year. If notification is not received on the date specified, it will be assumed that the individual on leave does not wish to return to employment with the Board. If notification is received on time, the administrator shall be placed in an administrative position as of August 1.
f. Upon return from approved parental leave, an administrator shall be entitled to reinstatement to a substantially equivalent position for which the administrator holds a valid unexpired certificate.
g. The condition of maternity, pregnancy, miscarriage, abortion, childbirth and recovery there from or adoption shall not be grounds for the termination, nonrenewal, or failure to issue any contract for administrative duties.
h. Parental leave shall also be given to an administrator who requests it in order to care for his/her parent(s).
    v. Consecutive parental leaves shall not exceed four (4) consecutive years. If an administrator has utilized parental leave for four (4) consecutive years, he/she must be in active pay status for a minimum of 120 days before parental leave can again be granted. Parental leave of 120 days or more shall be considered to be a year of parental leave for the purposes of this section.

T. Professional Leave
   a. Approval to be obtained by submitting the appropriate form to the immediate supervisor. Administrators are encouraged to attend conferences, including national conferences, as it relates to their areas of responsibility.

U. Professional Dues
   a. Payment of professional association dues up to $750 annually, or payment of one professional association dues determined by a percentage of salary for all central office administrators (BASA, OASBO, etc.)

V. Tuition Reimbursement

a. To provide opportunities for professional growth and career enhancement to the administrators, the Brecksville-Broadview Heights City Schools will provide a program of tuition reimbursement for study at an accredited college or university. The district will annually set aside the equivalent of $2,000 per administrator to use for this purpose. Part-time administrators will qualify for a prorated amount.
b. First, the administrator completes the online request form and submits it to the Superintendent/designee for approval. If approved, the administrator registers and participates in his/her course work. Upon completion of the course work, the administrator submits for reimbursement through the online portal and uploads evidence of course completion, and evidence of payment. The district will not reimburse any credit card processing or electronic bank charges.

W. Technology Stipend
   a. Effective with the 2024-2025 contract year, the Board agrees to provide the administrators a yearly stipend, paid in one lump sum in the first quarter of each contract year, for the administrator to apply to reasonably incurred technology costs for the continued effective and efficient performance of their job duties and responsibilities, in an amount of one thousand dollars ($1,000) per contract year (the "Technology Stipend"), subject to applicable taxes and withholdings. The Board will continue to provide equipment (computers, laptops etc.) consistent with that which is provided to administrative staff members. Additional technology or equipment needed by the administrator may be personally purchased with proceeds from the Technology Stipend.

X. Mileage
   a. District Administrators must follow AG6550. Travel must be in connection with job assignment.
   b. Paid with approval of immediate supervisor at the current IRS rate.

Y. Severance Pay
   a. Calculation to be 30% of the accumulated sick leave at the time of retirement, unless the individual contract provides otherwise. Additionally, upon retirement $1,000 as a lump sum payment or in the form of a tax- sheltered annuity at the election of the retiree. All Administrators with contract start dates of 8/1/2021 or after shall be capped at 100 days and shall be eligible for a $5,000 lump sum tax-sheltered annuity upon retirement.
   b. The administrator shall receive full severance payment within two (2) years of his/her retirement. The Board shall pay the retiring administrator one- half (1/2) of his/her severance entitlement within the first year following the administrator's retirement. The remaining severance pay entitlement shall be paid to the retiring administrator within two (2) years of the administrator's retirement date.
   c. Payment shall be based upon the daily rate of pay at the time of retirement. Should an administrator elect to retire prior to the expiration of his/her contract, the administrator's compensation and benefit entitlement will be prorated to reflect the actual dates the contract was in effect.
   d. Any employee subject to the Administrative Guidelines who dies prior to severing employment who would otherwise have been entitled to severance pay shall be deemed to have severed employment on the day preceding his/her death. Payments for such sick leave shall then be paid to the individual's surviving spouse

and/or estate in the manner provided by law.

Z. Payment and Deferral of Severance

a. Notwithstanding anything in this Agreement or Board policy to the contrary, the Board shall adopt the "VALIC National Government Employees Retirement [the "401(a) Plan"] and the VALIC Tax Deferred 403(b) Annuity Plan for government Employees" [the "403(b) Plan"] with the terms that comply with the requirements of this Section 22.

b. The terms of the 401(a) Plan and 403(b) Plan shall include the following:

vi. Participation in the 401(a) Plan and 403 (b) Plan shall be mandatory for any administrator actively employed on or after August 1, 2004, who would be entitled to severance pay under Section 21 and also is or will be age 55 or older in the calendar year in which the administrator retires.

vii. If a retiring administrator or a resigning retired/rehired administrator is a participant in the 401(a) Plan, an employer contribution shall be made on his/her behalf under the 401(a) Plan in an amount equal to the lesser of:

1. The total amount payable to the Participant as severance pay under Section 22.
2. The maximum contribution amount allowable under the terms of the 401(a) Plan.

c. The required contribution to the 401(a) Plan shall be made within the timeframe described in Section 21 regarding the payment of severance pay provided, however, that if the amount payable to the 401(a) Plan in the calendar year of retirement would exceed the maximum amount that is permitted under the applicable federal income tax law for that year, the remaining amount that is permitted under the applicable federal income tax law for that year shall be contributed to the 401(a) Plan after the first payroll date in January of the next calendar year. If there are any remaining amounts, those amounts shall be contributed to the 401(a) Plan, after the first payroll date in January of the following four (4) calendar years, in each such year not to exceed the maximum permitted under the applicable federal income tax law for each year.

viii. An administrator who is a participant in the 401(a) Plan shall complete a 401(a) Plan sponsor enrollment package prior to retirement; and unless and until an administrator does so, no contribution of severance pay shall be made to 401(a) Plan on behalf of the administrator.

ix. If an administrator retires or resigns in the case of a retired/rehired administrator, is entitled to have a contribution paid to the 401(a) Plan, and dies prior to such contribution being paid to the 401(a) Plan, the contribution shall be paid to the 401(a) Plan and then paid by the plan to a Beneficiary of the administrator in accordance with the terms of the 401(a) Plan.

x. The Plan year of the 401(a) Plan shall be the calendar year starting with January, 2005.

xi. The Board shall attempt to find a reputable company providing a 401(a) Plan and 403(b) Plan that does not charge any administrative fees. However, if no such company can be found, any administrative fees shall be borne by the 401(a) Plan and the 403(b) Plan participants.

xii. If an administrator is entitled to Severance Pay and is not an eligible participant in the 401(a) Plan or 403(b) Plan, that administrator will continue to be eligible for any and all severance payments payable in accordance with Section 21 of this

Agreement and will be eligible to receive payments in accordance with that section. The administrator may elect to defer such payments to a tax-sheltered annuity that is tax qualified under Internal Revenue Code Section 403(b) (a "TSA") as permitted by law and Board policy.

xiii. All contributions to the 401(a) Plan and 403(b) Plan, all deferrals to a TSA, and all check payments to administrators, shall be subject to reduction for any tax withholding or other withholding that the Treasurer/CFO, in his/her sole discretion, determines is required by law. The Board does not guarantee any tax results associated with the 401(a) Plan and 403(b) Plan, deferrals to a TSA, or check payments made to an administrator.

AA. Retirement Contribution – Effective July 1, 2011, the Board of Education is eliminating the STRS/SERS fringe benefit pickup and will be making a corresponding adjustment to the salary of its administrative personnel to ensure that the federal taxable income of the administrative personnel will be unaffected by the elimination of the fringe benefit pickup.

BB. Medicare — The Board shall pay 100% of Medicare contribution for all administrators.

CC. Family & Medical Leave Act of 1993 (FMLA) (amended in 2009) - Eligible employees that meet the following requirements shall be entitled for a leave of absence under the Family Medical Leave Act:

a. Has been a Board employee for a total of at least twelve months, which need not be consecutive.
b. Has worked at least 1,250 hours for the Board during the twelve months immediately preceding the date on which the employee's FMLA leave is to begin.

DD. Review Process

a. Supervisory staff as defined by this document will be evaluated as per Attachment 9. Principals and assistant principals will be evaluated in accord with the Ohio Principal Evaluation System (OPES)

Original Adoption: June 24, 1985
Subsequent Revisions: July 1, 1999; March 21, 2001; July 23, 2001; August 1, 2001; June 24, 2002; July 22, 2002, July 28, 2003, May 4, 2004 , February 22, 2005, June 23, 2008, May 18, 2009, June 21, 2010, December 13, 2010, June 20, 2011,October 22, 2012; November 21, 2016; July 21, 2021; March 15, 2023; May 22, 2024; June 26, 2024; June 24, 2026

Attachment 1

Brecksville-Broadview Heights City School District
Suburban Health Consortium
Suggested Ideal Plan

Attachment 2

Brecksville-Broadview Heights City School District

Application to Use Sick Leave Pool

I,_____, wish to apply for_____days of sick leave from the Brecksville-Broadview Heights City Schools Sick Leave Pool.

I have reviewed the criteria found on Pages 5 and 6 of these

guidelines. I will need days from the Sick Leave Pool because

_____

_____

_____

I understand that all accumulated sick leave must be exhausted before I can receive days from the Sick Leave Pool. I additionally understand that any sick leave that accumulates during my absence will be deducted before days from the Sick Leave Pool will be used.

_____ _____

Signature of Employee Date

This form must be forwarded to the Superintendent who will review the application.

- - - -

Attachment 3

Brecksville-Broadview Heights City School District Sick Leave Donation

Administrative Personnel

I,_____, wish to donate_____day(s)

of sick leave to the Sick Leave Pool to be used by_____.
(employee needing the sick leave)

I understand that I will be notified of the deduction when it is made.

_____ _____
Signature of Employee Date

This form should be sent directly to the Board Treasurer/CFO.

Attachment 4

Brecksville-Broadview Heights City School District Notification

of Use of Sick Leave

Administrative Personnel

The_____day(s) of sick leave that you donated to _____

has been used and will be deducted from your accumulated sick leave. Thank

you very much for your concern for your colleague in need.

_____ _____

Signature of Board Treasurer/CFO Date

Attachment 5

Brecksville-Broadview Heights City School District Evaluation of Administrative/Supervisory Staff

(Administrators both Professional and Support – Principals & Assistant Principals will be evaluated using the Ohio Principal Evaluation System - OPES)

Beginning with the '07-08 school year, the following guidelines for the evaluation of administrative/supervisory personnel will be followed:

To assist administrators in the development of their professional abilities, to provide information for employment decisions and to comply with mandates of Ohio law, the following procedures are employed by the Superintendent/designee in evaluating administrative personnel.

1. An initial annual meeting is held by the Superintendent or designee prior to the school year (defined as 1st day for students) with administrators/supervisors to discuss specific measurable objectives and plans for their achievement. A statement of these objectives and plans is submitted by each administrator/supervisor to the Superintendent/designee at the meeting as defined above. These objectives and plans are to be maintained in each administrator's/supervisor's personnel file.
2. The Superintendent or designee employs the evaluation criteria designed to measure the administrator's/supervisor's effectiveness in performing his/her duties. All administrators/supervisors will be evaluated prior to the end of July. (Note: June is recommended and within the work calendar of the administrator/supervisor being evaluated.) The evaluator will also assess the administrator's/supervisor's progress in meeting plans and objectives set for that school year. Areas of outstanding, satisfactory and poor performance will be noted. The Superintendent or designee will meet with each administrator/supervisor to discuss the written evaluation. The evaluatee is given a copy of the evaluation and has an opportunity to discuss the evaluation at this meeting.
3. An ongoing dialogue concerning the administrator's/supervisor's objectives will continue and the evaluator and evaluatee will meet as needed or requested throughout the year.
4. For those employees whose contracts are expiring at the end of the current school year, two evaluations must be completed. A preliminary evaluation must be received by the employee at least 60 days prior to any Board action on the employee's contract. A final evaluation must include the Superintendent's or designee's intended recommendation for the contract of the employee. A written copy of the final evaluation must be provided to the employee at least five days prior to the Board's action to renew or non-renew the employee's contract.
5. The employee may request a meeting with the Board prior to any Board action on his/her contract. The employee may have a representative of his/her choice at the meeting.
6. A final copy of each evaluation will be forwarded to the Superintendent for his/her review and for placement in the administrator's/supervisor's personnel file.

Brecksville-Broadview Heights City School District

Administrative and Supervisor Compensation Schedule

1) Base

2019-20	$74,393.23	2024-2025	$82,740.07
2020-21	$75,881.09	2025-2026	$85,098.17
2021-22	$77,398.71	2026-2027	$87,863.86
2022-23	$78,946.69		
2023-24	$80,525.62		

2) Years of Service

Year	Factor	Year	Factor
1	0.010	16	0.160
2	0.020	17	0.170
3	0.030	18	0.180
4	0.040	19	0.190
5	0.050	20	0.200
6	0.060	21	0.210
7	0.070	22	0.220
8	0.080	23	0.230
9	0.090	24	0.240
10	0.100	25	0.250
11	0.110	26	0.260
12	0.120	27	0.270
13	0.130	28	0.272
14	0.140	29	0.273
15	0.150	30	0.275

3) Responsibility

Position	Factor
HS Principal	1.448
MS Principal	1.395
Head Principal - Primary	1.320
Head Principal - Intermediate	1.320
ES Principal (grandfathered)	1.300
Asst. Superintendent	1.285
Director of Teaching and Learning	1.240
Director of Pupil Services	1.240
Asst. HS Principal	1.180
Asst. MS Principal	1.170
Asst. ES Principal	1.170
Preschool & Gifted Coordinator	1.140
Pupil Services Coordinator	1.125
Athletic Director	1.000
Operations Coordinator	0.870
Facilities and Security Coordinator	0.870
Food Service Supervisor	0.650
Transportation Supervisor	0.650
Student Behavioral Wellness & Prevention Services Supervisor	0.650
Asst. Transportation Supervisor	0.450

4) Education

Degree/Hours	Factor
MA or BA	0.005
MA +10	0.010
MA +20	0.020
MA +30	0.030
MA +45	0.040
PhD & EdD	0.060

5) Length of Contract

No. of Days	Factor
150	(0.240)
200	0.09
210	0.16
218	0.21
228	0.29
260	0.36

Salary Factors (from above)

1) Base salary increase shall be recommended for Board approval according to Administrative Guidelines.
2) Each administrator/supervisor shall be placed on the experience level equal to total number of administrative/supervisory years of experience unless otherwise determined by Superintendent.
3) Factor is determined by position.
4) Degree and hours as submitted to the Superintendent, or designee. Submission of additional hours must be submitted by September 15th and/or January 15th of each year.
5) Number of days determined by individual contract of each administrator/supervisor.
6) Board paid STRS/SERS pickup eliminated for 2011/2012 contract year.

Calculation of Salary

The sum of all factors (items 2 through 5 from above) shall be applied against the base salary.

UniFirst

Existing account [X]

Agreement No. 1022623

Customer No. 9096620

Customer Service Agreement

Company Name (Customer) BRECKSVILLE/BROADVIEW

Address 6638 MILL RD

BRECKSVILLE, OH 44141

Phone 4407404015

Loc. No.

Route No.

Date 03/28/2026

SIC/NAICS

The undersigned (the "CUSTOMER") orders from UniFirst Corporation and/or UniFirst Holdings, Inc. d.b.a. UniFirst and/or UniFirst Canada LTD. ("UniFirst") the rental service(s) at the prices and upon the conditions outlined:

Merchandise Serviced

Item Description		Lost / Damaged Repl. Charge	Service Frequency	No. of Wearers	Total Inventory	Billing Quantity	Price per Change / Piece	Non-Standard	Total Full Service
06MX31	SSSHIRT-POLY/COT W/MIMIX PANEL	21.48	1	1	6		0.8463		5.08
08MX31	LSSHIRT-POLY/COT W/MIMIX PANEL	57.73	1	3	27		0.8463		22.85
10AI12	PNT-65/35 W/CARGO PKT	51.00	1	3	33		1.0100		33.33
152731	JKT-65/35 HIP LINED W/SLASH PK	66.33	4	3	6		0.7641		4.58
802310	WIPERS BAGGED	0.78	1		200	100	0.1300		13.00
813107	MOPS-HANDLE 1 1/8 X 60	22.81	4		27	27	0.2500		6.75
813200	MOPS-COLLAPSIBLE MOP FRAME 24	6.97	4		19	19	0.1394		2.65
813800	MOPS-COLLAPSIBLE MOP FRAME 48	10.27	4		12	12	0.1394		1.67
814700	A/C HANDLE/FRAME 60"	14.12	4		20	20	0.1394		2.79
832410	MOPS-UNFRAMED 24"	15.57	4		64	32	2.0000		64.00
834210	MOPS-UNFRAMED 42"	14.48					3.3800		
834805	MOPS-UNFRAMED 48"	22.09	4		8	4	3.8400		15.36
836017	MOPS-UNFRAMED 60"	25.71	4		36	18	4.8000		86.40
895003	LAUNDRY LOCK-UP	362.09	1		1	1	2.1400		2.00
895612	BAG RACK	8.91	1		1	1	0.3336		0.25
907505	LAUNDRY BAGS-SPECIAL	15.35	1		2	1	0.3336		0.25
99RB07	REPAIRBOX-"U1ST REPAIR CTR"SET	144.84	1		1	1	0.1335		0.10

Minimum weekly charge applies, equal to 75% of the initial weekly value.

Other Charges	Amount
Garment preparation per piece	1.75
Name emblem per piece	1.50
Company emblem per piece	2.00
Direct Embroidery	
Garment Maintenance Program	YES
Loss protection Maint. Program	NO
Linen Maintenance Program	NO
Mat Protection Program	NO

Other Charges	Amount
Non-stock sizes per piece	20.00%
Special cuts per piece	3.00
Restock/Exchange per piece	3.00
Automatic Wiper Replacement	YES
Automatic Linen Replacement	NO
Ongoing Prep Program	YES
Ongoing Emblem Program	NO
DEFE Charge Fixed	10.00
DEFE Sliding Plus	0.00
Energy Charge	0.00

Payment Terms: C.O.D. [ ] E.F.T. [ ] Approved Charge[3] [X]

COMMENTS

This agreement shall strictly expire at the end of the 60-month term with no automatic extensions.
Price Lock in 2026 &2027
3% Max Per Year on Price Increase starting in 2028

Approved charge: CUSTOMER agrees to make payments within 30 days of invoice receipt. A late charge of 1½ % per month (18% per year) for any amount in arrears may be applied. [4]

The undersigned agrees to the attached Customer Service Agreement Terms and attests to have the authority to execute for the named CUSTOMER, and to approve use of any personalization - including logos or brand identities - that has been requested.

Sales Rep: Jamie Piazza 3-28-26
Sales Rep (Print Name) Date

Accepted:[5]
Location Manager (Signature) Date

Location Manager (Print Name and Title)

Accepted
CUSTOMER (Signature) Date

CUSTOMER (Print Name and Title)

Email

[1] Out-sizes of otherwise Standard Merchandise are deemed to be Non-Standard Merchandise
[2] Merchandise which is Val-U-Leased is not cleaned by UniFirst
[3] Charge status contingent upon continuing credit worthiness and may be revoked at UniFirst's discretion.
[4] All returned checks and declined credit/debit cards subject to $35 processing fee.
[5] This Agreement is effective only upon acceptance by UniFirst Location Manager

Print & Sign (2) copies on Legal-Size (8½" * 14") paper: [ ] **Local UniFirst copy** (scanned copy to corporate office) [ ] **Customer copy**

Customer Service Agreement Terms

REQUIREMENTS SUPPLIED. Customer orders from UniFirst Corp. ("UniFirst") the rental garments and/or other items of the type specified in this Agreement ("Merchandise") and related pickup/delivery and maintenance services (collectively with Merchandise, "Services") for all of Customer's requirements therefor, at the prices and upon the terms and conditions set forth herein. Additional Services requested by Customer, verbally or in writing, will also be covered by this Agreement. All rental Merchandise supplied to Customer remains the property of UniFirst. Customer warrants that it is not subject to, and that this Agreement does not interfere or conflict with, any existing agreement for the supply of the Merchandise or Services covered.

PERFORMANCE GUARANTEE. UNIFIRST GUARANTEES TO DELIVER HIGH-QUALITY SERVICE AT ALL TIMES. All items of Merchandise cleaned, finished, inspected, repaired and delivered by UniFirst will meet or exceed industry standards, or non-conforming items will be replaced by the next scheduled delivery day at no cost to Customer. Items of rental Merchandise requiring replacement due to normal wear and tear will be replaced at no cost to Customer, save for any applicable personalization and setup charges.

Customer expressly waives the right to terminate this Agreement during the initial term or any extension thereof for deficiencies in the quality of Services unless: (1) complaints are first made in writing to UniFirst which set forth the precise nature of any deficiencies; (2) UniFirst is afforded at least 30 days to correct any deficiencies complained of; and (3) UniFirst fails to correct those deficiencies complained of within 60 days. In the event Customer complies with the foregoing and UniFirst fails to correct such deficiencies, Customer may terminate this Agreement by written notice to UniFirst, providing that all previous balances due to UniFirst have been paid in full and that all other conditions to terminate have been satisfied. Any delay or interruption of the Services provided for in this Agreement by reason of acts of God, fires, explosions, strikes or other industrial disturbances, or any other cause not within the control of UniFirst, shall not be deemed a breach or violation of this Agreement.

TERM AND RENEWAL. This Agreement is effective when signed by both the Customer and UniFirst Location Manager and continues in effect for 60 months after installation of Merchandise (for new customers) or any renewal date.

PRICES AND PAYMENTS. Prices are based on 52 weeks of service per year. Any increase(s) to Service Frequency could result in additional charges. On an annual basis, the prices then in effect will be increased by the lesser of the annual percent increase in the Consumer Price Index - All Urban Consumers, Series ID: CUUROOOOSAG, other goods and services, or by 3%. Customer may, however, decline such additional increases or charges by notifying UniFirst in writing within 10 days after receipt of such notice or notation. If Customer declines said additional price increases, UniFirst may terminate this Agreement. Customer also agrees to pay the other charges and minimum weekly charge herein specified. Charges relating to a wearer leaving Customer's employ can be terminated by (1) giving notice thereof to UniFirst and (2) returning or paying for any missing Merchandise issued to that individual. Any Merchandise payments required pursuant to this Agreement will be at the replacement price(s) then in effect hereunder. If an authorized Customer representative is not available to receive and acknowledge delivery of Merchandise, Customer authorizes UniFirst to make delivery and assumes responsibility for related charges/invoices.

If Customer fails to make timely payment, UniFirst may, at any time and in its sole discretion, terminate this Agreement by giving written notice to Customer, whether or not UniFirst has previously strictly enforced Customer's obligation to make timely payments. Customer agrees to pay, and will pay, all applicable sales, use, personal property and other taxes and assessments arising out of this Agreement.

DEFE CHARGE. Customer's invoices may also include a DEFE charge to cover all or portions of certain expenses including:
D = DELIVERY, or expenses associated with the actual delivery of Services and Merchandise to Customer's place of business, primarily Route Sales Representative commissions, management salaries, vehicle depreciation, equipment maintenance, insurance, road use charges and local access fees.
E = ENVIRONMENTAL, or expenses (past, present and future) UniFirst absorbs related to wastewater testing, purification, effluent control, solids disposal, supplies and equipment for pollution controls and energy conservation and overall regulatory compliance.
F = FUEL, or the gas, diesel fuel, oil and lubricant expenses associated with keeping UniFirst's fleet vehicles on the road and servicing its customers.
E = ENERGY, primarily the natural gas UniFirst uses to run boilers and gas dryers, plus other local utility charges.

MERCHANDISE. Customer acknowledges and agrees to notify all employees that Merchandise supplied is for general occupational use and, except as expressly specified below, affords no special user protections. Customer further acknowledges that: (1) Customer has unilaterally and independently determined and selected the nature, style, performance characteristics, number of changes and scope of all Merchandise to be used and the appropriateness of such Merchandise for Customer's specific needs or intended uses; (2) UniFirst does not have any obligation to advise, and has not advised, Customer concerning the fitness or suitability of the Merchandise for Customer's intended use; (3) UniFirst makes no representation, warranty or covenant regarding the performance of the Merchandise (including without limitation Flame Resistant and Visibility Merchandise); and (4) UniFirst shall in no way be responsible or liable for any injury or harm suffered by any Customer employees while wearing or using any Merchandise. Customer agrees to indemnify and hold harmless UniFirst and its employees and agents from and against all claims, injuries or damages to any person or property resulting from Customer's or Customer's employee use of the Merchandise, whether or not such claims, injuries or damages arise from any alleged defects in the Merchandise.

Flame Resistant ("FR") Merchandise supplied hereunder is intended only to prevent the ignition and burning of fabric away from the point of high heat impingement and to be self-extinguishing upon removal of the ignition source. FR items will not provide significant protection from burns in the immediate area of high heat contact due to thermal transfer through the fabric and/or destruction of the fabric in the area of such exposure. FR items are designed for continuous wear as only a secondary level of protection. Primary protection is still required for work activities where direct or significant exposure to heat or open flame is likely to occur.

Visibility Merchandise is intended to provide improved conspicuity of the wearer under daylight conditions and when illuminated by a light source of sufficient candlepower at night. It is Customer's responsibility to determine the level of conspicuity needed by wearers under specific work conditions. Further, Customer agrees that Visibility Merchandise alone does not ensure conspicuity of the wearer and that additional safety precautions may be necessary. The Visibility Merchandise supplied satisfied particular ANSI/ISEA standards only when they were new and unused and only if so labeled. Customer acknowledges that usage and laundering of Visibility Merchandise may adversely affect its conspicuity.

Healthcare/Food-Related Customer acknowledges that: (1) UniFirst does not guarantee or warrant that the Merchandise selected by Customer or that processed garments delivered by UniFirst will be appropriate or sufficient to provide a hygienic level adequate for individual Customer's needs; and (2) optional poly-bagging* is recommended to reduce the risk of cross-contamination of Merchandise, and the failure to utilize such service may adversely affect the efficacy of UniFirst's hygienic cleaning process. (* Poly-bag services incur additional charges.)

If any Merchandise supplied hereunder is Merchandise that: (1) UniFirst does not stock for whatever reason (including due to style, color, size or brand); (2) consists of non-UniFirst manufactured or customized FR Merchandise; or (3) consists of Merchandise that has been permanently personalized (in all cases known as "Non-Standard Merchandise"), then, upon the discontinuance of any Service hereunder at any time for any reason, including expiration, termination, or cancellation of this Agreement, with or without cause, deletion of any Non-Standard Merchandise from Customer's Service Program, or due to employee reductions (in each case a "Discontinuance of Service"), Customer will purchase at the time of such Discontinuance of Service all affected Non-Standard Merchandise items then in UniFirst's inventory (in-service, shelf, as well as any manufacturer's supplies ordered for Customer's use), paying for same the replacement charges then in effect.

Customer agrees not to contaminate any Merchandise with asbestos, heavy metals, solvents, inks or other hazardous or toxic substances ("contaminants"). Customer agrees to pay UniFirst for all Merchandise that is lost, stolen, damaged or abused beyond repair. As a condition to the termination of this Agreement, for whatever reason, Customer will return to UniFirst all standard Merchandise in good and usable condition or pay for same at the replacement charges then in effect.

OBLIGATIONS AND REMEDIES. If Customer breaches or terminates this Agreement before the expiration date for any reason (other than for UniFirst's failure under the performance guarantee described above), Customer will pay UniFirst, as liquidated damages and not as a penalty (the parties acknowledging that actual damages would be difficult to calculate with reasonable certainty) an amount equal to 25 percent of the average weekly amounts invoiced in the preceding 26 weeks, multiplied by the number of weeks remaining in the current term. These damages will be in addition to all other obligations or amounts owed by Customer to UniFirst, including the return of Standard Merchandise or payment of replacement charges, and the purchase of any Non-Standard Merchandise items as set forth herein.

This Agreement shall be governed by Ohio law(exclusive of choice of law). If a dispute arises from or relates in any way to this Agreement or any alleged breach thereof at any time, the parties will first attempt to resolve the claim or dispute by negotiation at agreed time(s) and location(s). All negotiations are confidential and will be treated as settlement negotiations. Any matter not resolved through direct negotiations within 30 days shall be resolved exclusively by final and binding arbitration, conducted in the capital city of the state where Customer has its principal place of business (or some other location mutually agreed); pursuant to the Commercial Arbitration Rules of the American Arbitration Association; and, governed by the Federal Arbitration Act, to the exclusion of state law inconsistent therewith. The parties will agree upon one (1) Arbitrator to settle the controversy or claim. The successful or substantially prevailing party in any proceeding, including any appeals thereof (as determined by the Arbitrator/court) shall recover all of its costs and expenses including, without limitation, reasonable attorney fees, witness fees and discovery costs, all of which shall be included in and as a part of the judgment or award rendered hereunder. This provision for Arbitration is specifically enforceable by the parties; the Arbitrator shall have no power to vary or ignore the provisions hereof; and, the decision of the Arbitrator in accordance herewith, may be entered in any court having jurisdiction thereof. Customer acknowledges that, with respect to all such disputes, it has voluntarily and knowingly waived any right it may have to a jury trial or to participate in a class action or class litigation as a representative of any other persons or as a member of any class of persons, or to consolidate its claims with those of any other persons or class of persons. If this prohibition against class litigation is ruled to be unenforceable for any reason in any proceeding, then the prohibition against class litigation shall be void and of no force and effect in that proceeding.

MISCELLANEOUS. The parties agree that this Agreement represents the entire agreement between them. In the event Customer issues a purchase order to UniFirst at any time, none of the standard pre-printed terms and conditions therein shall have any application to this Agreement, or any transactions occurring pursuant hereto or thereto. UniFirst may, in its sole discretion, assign this Agreement. Customer may not assign this Agreement without the prior written consent of UniFirst. Customer agrees that in the event it sells or transfers its business, it will require the purchaser or transferee to assume all obligations and responsibilities under this Agreement; provided that such assumption shall not relieve Customer of its liabilities hereunder; and provided further that any failure by a purchaser or transferee to assume this Agreement shall constitute a breach and early termination of this Agreement resulting in the obligation to pay all amounts on account thereof as set forth in this Agreement. Neither party will be liable for any incidental, consequential, special or punitive damages. In no event shall UniFirst's aggregate liability to Customer for any and all claims exceed the sum of all amounts actually paid by Customer to UniFirst. In the event any portion of this Agreement is held by a court of competent jurisdiction or by a duly appointed arbitrator to be unenforceable, the balance will remain in effect. All written notices provided to UniFirst must be sent by certified mail to the attention of the Location Manager. In Texas and certain other locations, UniFirst's business is conducted by, and the term "UniFirst" as used herein means, UniFirst Holdings, Inc. d.b.a. UniFirst.

UniFirst Corporation

Association List

Association BRECKSVILLE/BROADVIEW Contract Number 1022623

Loc.	Cust No	Cust Name	Address	Route
085	1750935	BBH CSD TRANSPORT CNT	9175 MARKET PLACE BROADVIEW HEIGHTS, OH 44147	35150
085	1750989	BBH HIGH SCHOOL	6380 MILL ROAD BROADVIEW HEIGHTS, OH 44147	35007
085	1816175	BBH ELEMENTARY	3500 OAKES ROAD BRECKSVILLE, OH 44141	35196

Customer Signature _____ Date _____ Initials _____

Performance Tour Application - BBHHS

Tour Destination _____

Tour Number of Nights_____ Departure Date_____ Return Date_____

Organization Name _____

Address_____City_____State_____ Zip_____

Day Phone _____ Cell Phone _____ Fax _____

Email_____

Referred by _____

Director _____ Ensemble_____

Director _____ Ensemble_____

Assistant Director _____Ensemble_____

Trip Coordinator/ Booster Member_____

Approximate Number of Travelers _____

I, on behalf of the above-listed organization/participants, agree to travel with Gateway Music Festivals & Tours, Inc. I have also signed the last page of this agreement indicating that I have read and accept the Terms and Conditions set forth by Gateway Music Festivals & Tours, Inc.

Director Signature _____ Date _____

Title_____

Administrator Signature_____ Date _____

Title_____

Enclosed:
__ Completed and Signed Performance Tour Application
__ $1,000.00 Non-Refundable Application Fee (to be applied to the payment of the tour)
__ Signed "Terms and Conditions" (last page)

Mail to: Gateway Music Festivals & Tours, P.O. Box 1165, Monticello, MN 55362

Terms and Conditions

1. Application Fee: A non-refundable fee of $1,000.00 must accompany this application. This amount will be credited to the payment of the tour before the final group payment.

2. Continental U. S. Air Deposit	$50.00 per person air deposit due 11-12 months prior to departure
Hawaii/International Air Deposit	$100.00 per person minimum air deposit due 11-12 months prior to departure May vary according to specific air contracts.
3. Continental U. S. Land Deposit	$50.00 per person land deposit due 11-12 months prior to departure
Hawaii/International Land Deposit	$100.00 per person land deposit due 11-12 months prior to departure

4. Payment Schedule: After the air and land deposits, the remaining balance is divided into four equal installments, to be paid 135/105/75/45 days prior to departure. Should the organization or vendors have a payment schedule with more than four installments or with modified dates that differ from the above that schedule will supersede the above schedule and will be displayed in your "My Gateway" account online. Services are subject to cancellation by Gateway Music Festivals & Tours, Inc. ("Gateway") if payments are not received by their due dates. If Gateway has not received payment in full 45 days prior to departure, Gateway reserves the right to cancel all arrangements and withhold all payments made. All payments must be made in United States currency. Checks should be made payable to "Gateway Music Festivals and Tours, Inc."

5. Air Price: Airfares quoted in proposals are estimated and cannot be confirmed until a deposit is paid and group seats are reserved. After group seats are reserved, additional seats on the group itinerary may be unavailable or available at a higher fare. Air taxes and fuel surcharges are subject to change until tickets are issued.

6. Land Price: Per person land prices are based on a specific number of passengers. If the number of passengers changes, the land price may change. International land prices are based on foreign exchange rates in effect on the date the proposal is sent. Land prices will be based on the final number of passengers and the foreign exchange rate at which Gateway made payments for the group's services and/or fees. Land prices are subject to vendor increases.

7. Air Cancellation Fees: All cancellation dates and penalty amounts will be displayed in your "My Gateway" account. Air cancellation schedules vary according to specific air contracts. When base airfare is confirmed, Gateway will submit the air cancellation and terms to the group leader and will be displayed in your "My Gateway" account. Up until 120 days prior to departure, if the entire group cancels, a flat air cancellation fee of $1,000.00 will be assessed, plus any additional vendors' fees. Individual air deposits may be refundable until 120 days prior to departure, or may become immediately non-refundable upon receipt, according to specific air contracts. Tickets are normally issued 60 days prior to departure. Once tickets are issued, tickets are non-refundable and non-transferable. Should the organization or vendors have a cancellation schedule or additional fees that differ from Gateway's, they will be in addition to Gateway's schedule or amounts. All cancellation fees and schedules will be displayed in your "My Gateway" account online.

A ticket cancelled within 60 days is forfeited and the value may not be applied toward future travel. Name changes may or may not be possible for an additional fee, depending on your air contract.

8. Land Cancellations Fees: Up until 120 days prior to departure, individual land deposits are refundable with the exception of a flat land cancellation fee of $1,000.00 if the entire group cancels, plus any additional vendors' fees. Vendors may assess fees in addition to Gateway's cancellation fees. In the case of an individual cancellation, if a replacement is found and the room block is not affected, cancellation fees may be reduced.
Land cancellation fees from 120 days until departure are as follows:

119 – 106 days:	25% of land cost
105 – 61 days:	50% of land cost
60 – 16 days:	75% of land cost
15 days – departure:	100% of land cost

9. Tour Cancellation or Postponement: The organization has the right to cancel or postpone the tour on behalf of all individuals. In the event the tour is cancelled or postponed by the organization, all individuals will be subject to the cancellation fees as set forth in the individual terms and conditions agreed-to on My Gateway.

10. Tour Refunds: If an individual cancels or an organization cancels on behalf of an individual that has made payments directly to Gateway, any or all applicable refunds will be refunded to the user listed on their individual "My Gateway" account. Payments that were made to the organization directly, will be refunded back to the organization.

11. New Passenger Fee: Each new passenger added to the group within 60 days of departure will be assessed a $200.00 surcharge in addition to any vendor fees or rate increases incurred by Gateway. To confirm an additional passenger, Gateway must receive an updated rooming list and flight manifest.

12. Travel Protection Plan: Gateway strongly encourages an individual travel protection plan to protect against cancellation, baggage loss, and medical expenses. The cost is not included in the proposal and may be purchased through Gateway or a vendor of your choice.

13. Partial Land Packages: Gateway will not arrange partial land packages for individuals. All group passengers must purchase a full land package through Gateway. While on tour, individuals who have not purchased the full land package are not permitted to travel on the group motorcoach or to attend group activities or meals as part of your group's reservation. They may book their own arrangements that shadow your group but cannot be considered part of your group's reservation in any way. Passengers who have not purchased a land package through Gateway are not covered by Gateway's or our vendors' liability insurance.

14. Land Only Passengers: Passengers who choose to make their own individual air arrangements may purchase a Land Only package. If a land only passenger arrives or departs separately from the group's air schedule they will be physically and financially responsible for arranging their own transportation to meet up with the group, wherever the group may be in their itinerary, and for arranging their own return transportation to the airport for their return flight.

15. Airline Obligations: The services of any ARC or IATA member airline may be used in connection with this tour. The responsibilities of the designated carrier in the operation of this tour are limited to the air transportation involved. Your airline ticket constitutes a contract between yourself and the airline (and not Gateway) even if purchased through Gateway. Gateway is not liable for, and does not assume responsibility or accept claims with regard to, seat assignments, schedule changes, flight delays, name changes, flight changes, cancellation claims for a refund or reimbursement of airline ticket fees, loss or damage to baggage or death or injury to person or property, or any other loss or expense incurred by you for any reason whatsoever (including, without limitation to bankruptcy, insolvency, reorganization of a carrier or similar result from creditors) when purchasing or using the carriers services. You are subject to and limited by the terms of applicable tariffs imposed by the carrier or any applicable governmental agency, from time to time, in connection with your air travel. In the event that a flight is oversold and insufficient passengers volunteer to travel on another flight, air carriers reserve the right to rebook customers on another flight involuntarily. The airline will attempt to rebook passengers on the first available flight to the ticketed destination. If flights on that airline are unavailable, the airline will strive to provide comparable accommodations on another airline with which it has a ticketing agreement. Gateway is not liable or responsible for any such cancellations or the airline's failure to find an alternative flight.

Seat assignments cannot be requested through Gateway and will be assigned randomly by the airline. We cannot submit requests to the airlines as our requests are never guaranteed and rarely honored. You can request to have your seat changed through the airline at airport check-in and they will assist you, if possible.

Group air tickets can only be purchased in United States currency; they cannot be purchased with points, miles, vouchers, barter, or any other form of payment. Group air tickets cannot be upgraded with any form of payment, regardless of any status held by the individual passenger.

16. Air Deviations: A limited number of air deviations may or may not be allowed, depending on specific air contracts. Gateway charges a non-refundable deviation handling fee in addition to possible airline handling fees and airfare supplements.

17. Luggage: This proposal includes the cost of transporting one personal suitcase and one carry-on item per person via motorcoach. Regarding airline transportation, the cost of checked luggage and instruments are not included in your proposal unless you request an estimated total amount to be included in your package. Each airline also places restrictions on the linear inches and weight of checked and carry-on items. Group members are responsible to pay applicable oversized or overweight fees to the airline upon check-in as these are not included in your proposal. Group members are responsible for any lost personal property. Gateway and/or its staff are not responsible for locating or forwarding lost items.

18. Itinerary Changes: Participation in the program constitutes approval of the itinerary and program costs. Gateway shall have the right to alter, amend, or cancel programs and to make any adjustments to the program cost prior to departure in order to meet unanticipated contingencies, as Gateway shall determine in consultation with the organization's leadership. Such changes shall not be grounds for cancellation without penalty. Should conditions beyond the control of Gateway require that changes be made to the itinerary, Gateway will endeavor to provide, but shall not guarantee, alternate activities of an equal or higher value. Once the tour begins any changes in itinerary must be approved by Gateway. If any additional services are requested, Gateway must handle booking and must receive payment for said services within two weeks of the group's return date.

The organization has the right to make adjustments to the tour itinerary, inclusions, and terms and conditions on behalf of all passengers.

19. Gateway Tour Manager: Your Gateway Tour Manager will be responsible for the overall operation of the tour, ensuring that you receive all services listed on your Inclusions document. Tour Managers are not responsible for behavioral issues, chaperone duties, individual health issues, or anything else that distracts them from the entire group.

20. Behavioral Standards: Gateway shall have the right to enforce whatever rules and standards it deems reasonable with respect to the behavior of the participants traveling with Gateway. Such rules may include, without limitation, attendance at scheduled activities, curfew, dress standards, vulgar language, smoking, illegal drugs, and underage alcohol consumption. If a participant fails to comply with any such rules, Gateway shall have the right to send the participant home by the first available transportation at the expense of the participant or the parent/legal guardian of the participant. The organization and each participant recognizes that Gateway is not responsible for the conduct of any participant on the tour and hereby agrees to indemnify and hold Gateway harmless from and against any and all claims, actions, causes of action, demands, liabilities, damages, costs and expenses, including, but not limited to, attorneys' fees, arising out of or in any way related to, the actions or omission of any participant on the tour with Gateway.

21. Infants: Gateway must be notified of any children traveling under 2 years of age as soon as they are recorded as a passenger so that we may attempt to make the appropriate arrangements.

22. Disabilities: Gateway must be notified of any disabled passengers as soon as they are recorded as a passenger so that we may attempt to make the appropriate arrangements.

23. Travel Documents: It is the sole responsibility of the organization and each participant to verify the validity of each participant's individual travel documents including, but not limited to, passports, visas, ETIAS, birth certificates, and REAL-ID compliant licenses. Gateway is not responsible for individual travel documents deemed invalid by authorities.

24. Dietary Needs: If you have any passengers with dietary restrictions or allergies Gateway must be notified upon registration on My Gateway. Gateway will notify the vendors of these needs but can not guarantee that all needs can be met by the vendors. Ultimately, it is the passenger's responsibility to always check to make sure that their restrictions are known for each meal and that they are eating something that follows their dietary needs. If the vendor is not able to provide an alternative, it is the passenger's responsibility to find and pay for a replacement.

25. Festival Participation: If your proposal includes participation in a music festival, we will keep you advised as to the status of that festival. Should there be an insufficient number of groups to operate a festival, Gateway reserves the right to convert your package to a performance tour.

26. Photography: The organization and each participant, hereby consents to Gateway taking, processing, publishing or otherwise using photographs of the advisor or the participants, either alone or with others, in any way deemed desirable by Gateway, in its sole discretion, and the undersigned organization and each participant hereby waives all rights in and to any such photographs and agrees not to bring any action or cause of action in connection with any such photographs, or Gateway's use of the same.

27. Events beyond Gateway's Control: Gateway shall not be responsible for, and Gateway and its officers, directors, employees and agents are hereby released from all claims arising out of, events beyond Gateway's control making it operationally impossible to proceed, or continue with, the tour because participants are unable or unwilling to travel, including, without limitation, acts of God, actual or threatened, war, terrorism or the threat thereof, insurrection, riots, civil action, decisions by governments or governing authority, governmental restrictions, technical or maintenance problems with transport, changes of schedules or operational decisions of air carriers, industrial action, strikes, natural or nuclear activity, epidemic, pandemic, illness, physical injury, quarantine, medical or customs or immigration regulation, delay, or cancellation, adverse weather conditions, fire, or for acts of omissions of persons or companies not controlled by Gateway, including, without limitations, air carriers, bus companies, railways, and hotels, and all similar events outside Gateway's control.

28. Health and Safety Measures: Gateway shall have the right, but not the duty, to take whatever actions it deems necessary in regard to the health and safety of any or all participants including, without limitation, obtaining medical treatment on their behalf and transporting them home for medical or other emergency reasons, at the expense of the participant or the parent/legal guardian of the participant. For student groups: a minor may not be left unattended at any time, and the organization, or the parent/legal guardian of the participant, is responsible to assign someone to be present at all times. In any case, the Gateway Tour Manager must remain with the group at all times.

29. Release and Waiver: You are responsible for your own safety on the tour. The organization and each participant of a Gateway tour hereby agrees to release and fully discharge Gateway, and its officers, directors and agents, from and against any and all claims, actions, causes of action, demands, liabilities, arising out of or in any way related to events occurring on the tour, except for such claims and actions resulting from the intentional, willful, or wanton acts of Gateway or its employees. YOU ARE AWARE AND AGREE THAT BY EXECUTING THIS WAIVER AND RELEASE, YOU ARE GIVING UP YOUR RIGHT TO BRING A LEGAL ACTION OR ASSERT A CLAIM AGAINST GATEWAY OR ITS EMPLOYEES FOR ITS NEGLIGENCE.

30. Indemnification: The organization and each participant of a Gateway tour agrees, to the extent permitted by Ohio law, to indemnify, defend and hold harmless, Gateway, and its officers, directors, employees and agents, from and against any and all claims, actions, demands, liabilities, damages, costs and expenses, including, but not limited to, attorneys' fees, arising out of or in any way related to events occurring on the tour. It is the intent of the parties that all indemnity obligations be without limit and without regard as to the negligence of any party or parties, regardless whether such negligence is caused in part by Gateway or its employees, except for such claims and actions resulting from the intentional, willful, or wanton acts of Gateway or its employees.

31. Governing Law and Forum Selection: This agreement/document shall be deemed executed in the State of Minnesota and construed according to the laws of the State of Minnesota. It is agreed by and between the participant and Gateway that all proceedings arising out of or in connection with any dispute concerning this agreement, the above-referenced rights and obligations, or in connection with any matter directly or indirectly related to this agreement, shall be brought in the courts of the State of Minnesota, County of Hennepin, and each of the parties irrevocably submits to the exclusive jurisdiction of said court in any such proceeding and agrees not to bring any proceeding arising out of or relating to this agreement in any other court.

32. Change of Terms: Gateway reserves the right to change these Terms and Conditions based on vendor penalties and/or policies that differ from our standard terms and conditions. Reasonable notice will be provided by Gateway. Rejection of any term modifications will be considered a tour cancellation, and standard cancellation penalties may apply.

If you have any questions, please contact our office for clarification at 1-800-331-8579.

Please complete all information below:

I, the undersigned, have read and hereby accept these Terms and Conditions on behalf of the organization/participants.

Director Signature _____ Date _____

Title_____

Administrator Signature_____ Date _____

Title_____

CITY OF BROADVIEW HEIGHTS
RESOLUTION NO. 2026-72

INTRODUCED BY: MAYOR ALAI AND THE ENTIRE COUNCIL

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF BROADVIEW HEIGHTS AND THE BRECKSVILLE-BROADVIEW HEIGHTS CITY SCHOOL DISTRICT BOARD OF EDUCATION FOR THE SCHOOL RESOURCE OFFICER PROGRAM IN THE CITY OF BROADVIEW HEIGHTS AND DECLARING AN EMERGENCY

WHEREAS, the City Council has determined that it is in the best interest of the City to enter into a memorandum of understanding between the City of Broadview Heights and the Brecksville-Broadview Heights City School District Board of Education for the School Resource Officer Program in the City of Broadview Heights.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BROADVIEW HEIGHTS, COUNTY OF CUYAHOGA AND STATE OF OHIO:

SECTION 1. The Mayor is hereby and herein authorized to enter into a memorandum of understanding between the City of Broadview Heights and The Brecksville-Broadview Heights City School District Board of Education for the School Resource Officer Program in the City of Broadview Heights as delineated in Exhibit "A" attached hereto and made a part hereof as if fully rewritten.

SECTION 2. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, peace, safety and welfare for the reason stated in the Preamble hereof, and provided it receives the affirmative vote of five (5) or more of the members of Council and signature of the May.

Passed and Adopted by the Council on this 26th day of May, 2026

Robert Boldt, President of Council

Samuel J. Alai, Mayor — Date: May 26, 2026

Attest: Robin Parsons, Clerk of Council — Date: May 26, 2026

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is made and entered into between the **Brecksville-Broadview Heights City School District Board of Education** and the **City of Broadview Heights, Ohio**, this 26 day of May, 2026.

This MOU will serve as the written agreement between **Brecksville-Broadview Heights City School District** (hereinafter "District") and the **City of Broadview Heights Police Department** (hereinafter "City" or "Police"). This MOU is entered into pursuant to O.R.C. 3313.951 to clarify the purposed of the School Resource Officer ("SRO") program and roles and expectations between the participating entities. This MOU provides a series of guidelines and policies relevant to the performance of the SRO and will be the guiding documents that officers, school administrators, and students and their caregivers look to for structures and accountability. Nothing in the MOU should be construed as limiting or impeding the basic spirit of cooperation, which exists between the participating entities listed above and all community stakeholders.

I. PURPOSE

This MOU establishes and delineates the mission of the School Resource Officer program, herein referred to as the SRO Program. Additionally, the MOU clarifies roles and expectations and formalizes relationships between the participating entities to foster an efficient and cohesive program that will build a positive relationship between Police Officers, school staff and the students and will promote a safe and positive learning environment and decrease the number of youths formally referred to the Juvenile Justice System.

II. MISSION

The mission of the SRO Program is to promote school safety by building a positive school climate in which everyone feels safe and students are supported to succeed. The SRO Program also seeks to reduce violent crime committed by and against youth in our community. The SRO Program accomplishes this mission by supporting safe, secure, and orderly learning environments for students, teachers, and staff. SROs will establish a trusting channel of communication with students, parents, and teachers and establish regular feedback opportunities.

The role of the SRO is not to enforce school discipline or punish students. SROs will serve as positive role models to instill in students' good moral standards, good judgment and discretion, respect for other students, and a sincere concern for the school community.

SROs will provide information on community resources available to students and parents. Goals and objectives are designed to develop and enhance rapport among youth, families, Police Officers, school administrators, and the community in order to promote overall student achievement and success.

III. SRO PROGRAM OVERVIEW:

The SRO Program Aims

1. To prevent and reduce potential harm related to incidents of school violence.

2. To foster a positive school climate based on respect for all children and adults in the school.

3. To create partnerships with behavioral health experts and other care providers in the community for students and family referral.

4. To ensure a safe learning environment for all children and adults who enter the building.

The SRO Program is unique to the community, based on input from the school administration, teachers, faculty, students, families and community members. The program is designed to fulfill four overall roles:

1) Law Enforcement
2) Positive School Climate/Crime Prevention
3) Education
4) Security

Law Enforcement Role - SROs are responsible for the majority of law enforcement activities occurring at the school during school hours but not general student discipline. A determination of whether an activity rises to the level of a law enforcement activity shall be at the Officer's discretion after consultation with a school administrator. Parents, students, teachers, and other school personnel should bring complaints about student misbehavior to the school principal and/or designee, rather than to the SRO.

While enforcement is the role of SROs, alternatives to arrest should be used whenever possible, and arrest of students should be a measure of last resort. The SRO's discretion to act remains the same as that of any other Police Officer.

Fostering Positive School Climate/Crime Prevention - One of the primary roles SROs fulfill is fostering a positive school climate through relationship-building and crime prevention. Officers will engage in various activities, in consultation with school administrators, teachers, and students, and should strive to build a school culture of open communication and trust between and among students and adults by focusing on Officers getting to know students at the school, serving as role models, and working with teachers and administrators to identify students who may be facing challenges and who need additional resources or attention to be successful in school. Crime prevention activities include foot patrols, monitoring previous clime locations, speaking to teachers about reducing the opportunity for crimes to occur, analyzing possible crime patterns, investigating crimes and patrolling the parking lots. Officers may also complete security surveys analyzing the physical safety of school property and facilities.

Education - SROs should participate in the school community by becoming members of the educational team where appropriate, and by representing the law enforcement community to build positive relationships with youth, their families and school staff.

Whether talking to students in the hallway or delivering a presentation in the classroom, SROs are embedded in the educational fabric within the school. SROs are expected to be proactive in creating and taking advantage of educational situations and school administrators are encouraged to leverage this resource.

IV. OPERATIONAL PROCEDURES

A. Officer Recruitment and Selection

School District administrators and the City of Broadview Heights Police Department shall agree on guidelines for the selection of Officers to serve as SROs. The ultimate selection process and appointment of the SRO is completed by the law enforcement agency.

SROs should meet two general criteria:

1. Experience as a police officer and commitment to student well-being — SROs must have a minimum of two years' experience as a patrol officer, be at least 21 years of age and have interest in juvenile assignments. Interest in working with youth and an interest in student success, juvenile justice, child and adolescent development and psychology and creating a positive school climate are essential.

2. Successful performance - All candidates should have proven performance as reflected by prior performance evaluations. Candidates should be free of significant disciplinary action.

B. Training Requirements

The City of Broadview Heights shall ensure that any Officers assigned as SROs for the Brecksville-Broadview Heights City School District meet all elements of R.C. 3313.951, including qualifications and background requirements, training and professional development.

Prior to entering service as an SRO, Officers shall complete a minimum of 40 hours of initial training approved by the Ohio Peace Officer Training Commission. The training must cover responsibilities and limitations of SROs, Ohio school laws, MOUs, child development, age-appropriate practices for conflict resolution, developmentally informed de-escalation and crisis intervention techniques, working with youth in a school setting, and integrating SROs into a positive school environment. In addition, SROs may receive additional training each year on topics such as trending school-based law enforcement topics, child development, adolescent psychology, trauma, conflict resolution, mental health and addiction, children with disabilities, juvenile and education law and policy, PBIS and cultural competence.

SROs employed by the District prior to November 2, 2018 are exempt from the training requirements.

C. Chain of Command for SROs

The SROs will be ultimately accountable to the City of Broadview Heights Police Department Chain of Command. However, while at the school, so long as it does not conflict with the SRO's duties as a police officer, as determined by the Police Department, the SRO may additionally receive direction from the Principal or his/her designee and the Supervisor of Safety & Security regarding school-related matters. In the event a conflict arises, the Police Department and District shall work cooperatively on the conflict in order to resolve it. The SRO is expected to cooperate with school officials, including administrators and faculty. The SRO will abide by school policy and respond to the requests of school officials.

D. Duties

The primary functions of the SROs are to help provide a safe and secure learning environment; foster a positive school climate; reduce/prevent crime; serve as an educational resource; and act as a liaison between the schools and the Police Department specific daily assignments to accomplish this function will vary by school.

The SROs and school Principals or his/her designee will meet on a regular basis to discuss plans and strategies to address specific issues or needs that may arise. As required by law, SROs should never be assigned to duties within school in place of or in lieu of a certified teacher.

In the performance of his/her job, the SROs duties may include but will not be limited to:

1) Enforcing criminal law and protect the students, staff, and public at large against criminal activity;

2) Maintaining a visible presence in and out of the building;

3) Initiating law enforcement actions when needed;

4) Fostering mutually respectful relationships with students and staff to support a positive school climate;

5) Providing information concerning questions about law enforcement topics to students and staff;

6) Providing classroom instruction, in consultation with the assigned teacher, on a variety of topics including, but not limited to, safety, public relations, occupational training, leadership, and life skills;

7) Coordinating investigative procedures between Police and school administrators;

8) Handling initial police reports of all crimes committed on campus;

9) Taking enforcement action on criminal matters when deemed appropriate by the SRO with notice to the school administrators and after consultation with school administrators, where such consultation is appropriate based on the SOR's knowledge and training;

10) Attending school special events as needed; and

11) Collecting data on SRO activities (arrest, citations, etc.).

The list of duties is not exhaustive and the SRO may be asked to perform other tasks that fall within the scope of this MOU.

E. **Uniform and Equipment**

The SRO is in uniform of the City of Broadview Heights Police Department. The City will provide the assigned personnel with such basic equipment as may be necessary and reasonable to carry out the duties anticipated by this MOU.

F. **Daily Schedule**

The Chief of Police and the City of Broadview Heights Police Department will make reasonable efforts to accommodate the needs of the District when determining the SRO's schedules with consideration of the City's needs taking priority. The SRO hours will follow those of the teaching staff in the building in which they are located. In the event of any rare, unforeseen emergency requiring the City of Broadview Heights Police Department to pull one of the SROs in the City of Broadview Heights Police Department will provide at least one SRO at either the Middle School or at the High School as determined by the Broadview Heights Police Department Chief for any brief duration of any such unforeseen emergency.

G. **Absence/Substitutions**

The District understands and agrees that any short-term fill-in Officer needed due to the SRO's absence for medical, personal leave, vacation, or any emergency, would not need to meet the same requirements as set out in Section IV, as such placement is temporary. To the extent possible, the District and the City should develop and agree on a protocol for assigning and using substitute Officers when the regular SRO is unavailable. Should the regularly assigned SRO become unavailable during the term of this agreement, the Chief of Police and the Superintendent, or their designees, will meet to determine an appropriate replacement officer.

H. **Special Events**

The SRO(s) may work special events on an as-needed basis to be determined by the BHPD and the school administrators, consistent with this MOU.

I. Summer Activity

SROs should accomplish as much of the required training as possible during the summer months when school is not in session. SROs may still be involved in some summer projects with the school district. However, they will spend the majority of this time on Broadview Heights Police Department assignments.

J. Role in Responding to Criminal Activity

One of the roles of SROs, as Law Enforcement Officers, is to engage in traditional criminal investigation and report-taking. As Police Officers, SROs have the authority to issue warnings, make arrests, and use alternatives to arrest at their discretion. SROs however, perform their duties mindful of the parties' common goal of supporting student success. The following procedures will help SROs be effective as possible in this role:

1) School staff will contact SROs to inform them of violent or other criminal activity that occurs on the school campus, while being mindful of supporting the common goal of student success. SROs will inform the school administration of all criminal activity they observe on the school campus.

2) For any offense on school property, the SRO, working cooperatively with the school administration, will be mindful of supporting the common goal of student success when making decisions regarding arrest and criminal involvement. Certain offenses (felonies), such as sex offenses, weapons offenses and any offenses of violence will normally require the filing of charges at the SRO's discretion, but should be evaluated on a case-by-case basis in consultation with school officials, where such consultation is appropriate based on the SRO's knowledge and training. The SRO's powers to arrest will be governed by the Ohio Revised Code.

3) For SRO and school officials shall put in place plans, such as de-escalation techniques, conflict resolution and restorative justice practices, which may serve as an alternative to arrest.

K. Role in School Policy Violations

SROs are not school disciplinarians and violations of the Student Code of Conduct or school rules that are not criminal matters should always be handled by school administration, faculty and staff, not SROs. SROs should not directly intervene unless the situation directly presents an imminent threat to the health, safety and security of the student or another person in the school.

In such cases, the SRO will employ de-escalation techniques as appropriate. School discipline is the responsibility of the appropriate school administrator and clear guidelines on the SRO involvement should be developed and distributed to school staff.

The SRO will report school policy violations through the proper channels to be handled by the school administration. It is the responsibility of the SROs to become familiar with the Student Handbook or Student Code of Conduct, but it is not the responsibility of the SROs to enforce the rules in these documents.

L. **Sharing of Information**

Communication and information sharing should be followed to facilitate a free flow of information between school officials and the SRO:

1) Sharing of information will be governed by the Ohio Revised Code, the Ohio Administrative Code, Ohio's Public Records Law, the Family Education Rights and Privacy Act codified as 20 USC 1232g et seq. ("FERPA"), the Ohio Student-Records Privacy Act codified at R.C. 3319.321 ("OSRPA"), and relevant City of Broadview Heights Police Department and Brecksville-Broadview Heights City School District policies.

2) The sharing of arrest-related information by the SRO with school administrators upon request and at the direction of the SRO will involve the dissemination of Arrest Reports and calls for Service filed with the City of Broadview Heights Police Department or from other Police Agencies coming into contact with students from the Brecksville-Broadview Heights City School District.

3) Juvenile fingerprints and photos as part of the Arrest Record will not be shared by the SRO.

4) If an SRO is aware of information on a student that is officially obtained by the City of Broadview Heights Police Department, which reflects that the student is in violation of District Board Policy, the Student Code of Conduct, or Athletic Codes of Conduct, the SRO may forward that information to school administration.

5) If a student under the age of 18 is an uncharged suspect in a crime, his/her information will not be released unless authorized by the City of Broadview Heights Police Department's Chief of Police.

6) Information which the SRO obtains from school personnel and which deals with criminal or possible criminal intelligence will be maintained by the SRO as a criminal justice file. This file may be shared with City of Broadview Heights Police Department personnel and Criminal Justice Agencies, but will not be part of the student's school record.

7) Hearsay information or rumors alone will be used by the SRO only in an intelligence capacity or to validate the need for further investigation.

8) Any information that is obtained by the SRO that pertains to criminal activity occurring outside the City of Broadview Heights limits shall be relayed to that Police Department's jurisdiction.

9) When any felony occurs or any crime that prompts a response to a request for public records or information from the schools or the City or if a school building is evacuated, the SRO shall contact his immediate Supervisor as soon as possible.

10) The SRO shall have access to any public records maintained by the school to the extent allowed by law. Law enforcement officials may have access to confidential information in emergency situations based on the seriousness of the threat to someone's health or safety, time sensitivity and the direct relationship of the information to the emergency, to the extent permitted under FERPA and OSRPA.

11) The City of Broadview Heights Police Department, the SRO and any City of Broadview Heights Police Department employee acknowledge their obligation under FERPA to keep confidential any personally identifiable student information provided or obtained pursuant to this MOU, or pursuant to the SRO's performance of job duties as an SRO under this MOU.

M. **Role in Locker, Vehicle, Personal and Other Searches**

Searches of lockers, vehicles, personal searches and other searches shall generally be undertaken by school administrators and not by SROs.

SRO will abide by policy search and seizure policies.

Unless there is a serious and immediate threat to student, teacher or school safety, the Superintendent of Schools in concert with the Building Principals shall have final authority in the building for all noncriminal matters.

The SRO may perform searches independent of the school administration only during emergency situations and where criminal activity is suspected. SROs will abide by Board Policy regarding search and seizure, as well as the following:

i. Strip searches of students by SROs are prohibited.

ii. Unless there is a serious and immediate threat to a student, a teacher or public safety, SROs shall not initiate or participate in other physically invasive searches of a student.

For noncriminal matters, unless there is a serious and immediate threat to student, teacher or school safety, the Superintendent in concert with the building principals, shall have final authority in the building.

N. **Limits on Interrogations and Arrests**

1. **Interrogations** - Questioning and/or interrogating students on both disciplinary incidents and conduct that could result in criminal charges is generally handled by school administrators and not SROs. SROs may participate in the questioning of a student about conduct that could result in criminal charges only after informing the student of his or her Miranda Rights in age-appropriate language and informing the student's parent(s) or guardian(s). Parents/guardians shall be allowed sufficient time to arrive at school to be present for interrogation.

2. **Arrests** - Absent extenuating circumstances, incidents involving public order offenses, including disorderly conduct, profanity and fighting that do not involve serious physical injury or a weapon, should be considered school discipline issues to be handled by school administrators rather than criminal law issues warranting formal law enforcement interventions.

    i. Building Principals and the Superintendent or his/her designee shall be consulted prior to an arrest of a student when practical.

    ii. The student's parent(s) or guardian(s) shall be notified of his or her arrest immediately or as soon as practical and in a timely manner.

    iii. Unless there is a serious and immediate threat to student, teacher or public safety, SROs shall not use physical force or restraints on students.

O. **Role in Critical Incidents**

The SRO will be familiar with the Emergency Operations Manual of the Brecksville-Broadview Heights City School District. During critical incidents occurring when the SRO is present, the SRO will normally act as a liaison among school administrators, Police personnel and other emergency resources if practical.

P. **Role in Truancy-Issues**

Truancy will be handled by school personnel. The SRO will act as a liaison between the school and police personnel should police involvement become necessary due to safety concerns.

Q. **Body Worn Camera**

When responding to any incident at the Brecksville-Broadview Heights City School District building the SRO or any Broadview Heights Officer shall:

1. Only active the body worn camera when necessary for law enforcement purposes. The camera should not be activated during routine, daily interactions with students or staff.

2. To the extent possible, attempt to avoid recording staff and persons other than the involved parties.

3. To the extent possible, attempt to avoid recording educational activities.

4. The Guidelines of the Broadview Heights Police Department Policy #424-Portable Audio/Video Recorders are to be followed.

5. Body worn camera video constitutes a Police record and is therefore the property of the Law Enforcement Agency and remains in its custody and subject to its policies and applicable law, including rules and regulations regarding exempting from disclosure images or identities of a child per ORC149. 43(A).

V. SCHOOL DISTRICT RESPONSIBILITIES

The District shall provide the SRO of each campus and any SRO Supervisor the following materials and facilities, which are deemed necessary to the performance of the SRO's duties:

1. Access to a properly lighted private office, which shall contain a telephone, a secure computer, which may be used for general business purposes.

2. A location for files and records which can be properly locked and secured.

3. A desk with drawers, chair, work table, filing cabinet and office supplies.

4. The opportunity for SROs to address teachers, school administrators and student families about the SRO program, goals and objectives.

5. The opportunity to provide input regarding criminal justice problems relating to students.

6. The opportunity to address teachers and school administrators about criminal justice problems relating to students during in-service workdays.

7. The District Emergency Operations Manual, Crisis Plan, Student Handbook/Code of Conduct and other related materials as deemed appropriate.

8. School staff designee for referrals for counseling and other school-based and/or community based supportive services for students and families.

The Brecksville-Broadview Heights City School District shall ensure that all staff members are aware of the roles and responsibilities of the SROs, including how to report any Student Code of Conduct or Board policy violations or potentially criminal incidents.

VI. CRISIS PLANNING

The School District, the City of Broadview Heights Police Department and the Broadview Heights Fire Department will coordinate crisis planning and training. Each entity will be involved in updates and creation of new crisis plans. Consistency throughout the District should be adhered to.

Lock-down drills shall be included as part of the District's preparedness plan. The Police Department shall be included in the creation of lock-down procedures so that first responders are familiar with procedures. Lock-down procedures should be trauma-informed and consistent throughout the District.

VII. REVIEWING THE MOU AND THE SRO PROGRAM

The assigned parties shall review the MOU/SRO Program annually and make adjustments as needed. Any revisions will be reflected in an updated MOU.

Complaints against the SRO shall follow the normal complaint process of the City of Broadview Heights Police Department and include notice to the appropriate school administrators. This process will be made known to parents and students through the Broadview Heights Police Department.

VIII. PROBLEM RESOLUTION

Unforeseen difficulties or questions will be resolved by negotiation between the Superintendent of the Brecksville-Broadview Heights City School District and the City of Broadview Heights Police Department or their designees.

IX. TERM

The term of this MOU shall be for three (3) years, commencing on May 26, 2026, and ending on May 26, 2029.

X. TERMINATION OF AGREEMENT

The parties agree that eighter party may terminate this MOU upon 30-days written notice without penalty. In the event that circumstances dictate that a prompt termination of this MOU is warranted and the parties concur, the 30-day written notice shall be waived.

XI. COMPENSATION

The City of Broadview Heights is responsible for full compensation of the one (l) SRO Officer assigned to the District's High School for SRO services.

The City of Broadview Heights is responsible for 30% of the full compensation (including the cost of salary and all benefits) of the one (1) SRO Officer assigned to the District's Middle School for SRO services, while the District will be responsible for 70% of the full compensation (including the cost of salary and all benefits) of the one (l) SRO assigned to the District's Middle School for SRO services.

XII. INDEPENDENT CONTRACTOR

The City of Broadview Heights Police Department and the Officers assigned as SROs pursuant to this MOU agree to perform all services pursuant to this MOU as independent contractors to the District. All officer's assigned as SROs will be employees of the City of Broadview Heights Police Department.

XIII. INSURANCE

The City of Broadview Heights shall maintain public liability insurance which shall cover the duties performed by the school resource officers and which shall name the Board as an additional insured. The Board will also maintain public liability insurance which will cover the school resource officer's duties and responsibilities as specified herein and will also name the City of Broadview Heights as an additional insured on said policy.

XIV. UNENFORCEABLE PROVISION

If any term or provision of this MOU is held by a court of competent jurisdiction to be unenforceable or invalid, the remaining provisions of this MOU shall remain in effect as if the illegal, unenforceable or invalid term had never been contained therein.

SIGNATURE OF PARTIES & SIGNATURE DATE

City of Broadview Heights — **Date** May 26, 2026

Superintendent, Brecksville-Broadview Heights Schools — **Date**

ASSET CONTROL SOLUTIONS, INC.
2500 W Higgins Road ▪ Suite 1135 ▪ Hoffman Estates ▪ IL 60169 ▪ Phone: 847.838.2600

June 1, 2026

Mr.Craig Yaniglos
Treasurer/CFO
Brecksville-Broadview Heights CSD
6638 Mill Rd
Brecksvillle, OH 44141

Dear Craig:

Thank you for the opportunity to present our service proposal. We offer cost-effective asset inventory solutions. Our unbiased professional service and support finally make asset control and obtaining insurable values simple and reliable.

The staff at ACS has extensive experience in areas of GASB 34 Fixed Asset Inventory, Reporting and Insurance Valuation. ACS asset reporting is delivered to your desktop in real-time allowing for instant auditor feedback. We understand and evolve to meet your individual fixed asset needs.

The following few pages outline our service intent. If you have any additional questions or concerns, please do not hesitate to contact me.

Respectfully submitted,

Sean R. Rager CPA
President

We propose to inventory, evaluate and report on the buildings, movable assets and site improvements of the Brecksville-Broadview Heights CSD. The scope of our engagement will involve onsite inspections by uniformed professionals at 5 locations with an approximate total area of 870,000 square feet as specified by the Brecksville-Broadview Heights CSD listed later under "Agreement". Rest assured, all uniformed Asset Control Solutions Inc.'s (ACS) Field Professionals have been fingerprinted by Illinois Law enforcement and background information approved in several states as required.

ACS will physically inspect assets at and above the $5,000.00 GASB 34 Capitalization threshold. These assets will be tagged and recorded in full detail including manufacturer, model, serial number and tag number. GASB 34 depreciation with associated fund and function detail will be presented when historical cost exceeds the GASB 34 threshold of $5,000.00. Assets will be categorized and reported by location and general area within that location.

Real-time reporting will be available online within 30 business days of the onsite inspection. Your data is securely stored and backed up remotely thus reducing your operating cost of storage and system administration. Data can easily be printed or stored locally as a Microsoft Excel™ file or integrated into most accounting packages. Every client has their own SharePoint Site where they can log in and view their assets and reports. Our Team of experts is available to provide assistance at any time.

Asset categories reported in detail and summary include:

- Buildings and Structures
- Movable Equipment
- Site Improvements (insurable and uninsurable)

Web based reports communicate the following by asset class and location:

- Acquisition data (reasonably matched from current electronic records or estimated accordingly)
- Asset life
- Current and accumulated depreciation
- Salvage value and net remaining book value
- Fund and Function
- Special fields for flags and notations

Excluded from the services described by our proposal are:

- Infrastructure such as bridges, toll roads, and sewer systems
- Leased equipment under an operating lease (recorded for insurance when necessary)
- Expendable inventories and supplies
- Personal property of employees or others as identified
- Assets in or at locations locked away or otherwise not easily accessible *

**When assets are not easily accessible, we will consult with the Brecksville-Broadview Heights CSD to reasonably gather the assistance or information necessary to complete the survey.*

"Special Assets" such as land, technology, athletic uniforms, band instruments, library books, radios, computer software, fine arts, historical treasures, and other special assets can be incorporated into the property record based on information provided to us by Brecksville-Broadview Heights CSD and reported accordingly.

Buildings

The inventory and valuation will include an inspection of the 5 locations the scope includes all supplemental and unattached structures associated with those main five buildings—specifically including the high school football field storage/locker room complex listed later under “Agreement” as supplied or approved by Brecksville-Broadview Heights CSD. Building component classifications will be comprised of General Construction, Plumbing, Heating/Ventilating/Air Conditioning, Electrical System, Sprinkler System, Roofing and Fixed Equipment allocations. *Please have fire escape and/or site maps available prior to site visit.*

Movable Equipment

Manufacturer, model and serial number will be recorded for assets exceeding the $5,000.00 threshold by physical inspection when readily accessible for viewing. Assets that are secured, immobilized by wiring, or subject to damage by moving will be listed and described without serial numbers. (When serial numbers are made available, the items will be reflected in the report and fully documented.)

The remaining movable equipment, designated as other movable equipment, will be inventoried or modeled by general area or building basis, which will be grouped and valued by asset class as necessary for proof of loss. Data elements relating to dates of acquisition, acquisition cost, useful life, and replacement cost will be developed "at average" by asset type for each location segregation. These assets will not be tagged.

Site Improvements (Insurable and Uninsurable Land Improvements)

The site improvements will consist of: Lighting, Fencing, Signs, Playground Equipment, All Weather Track, Outside Property, Score Boards, Bleachers, Storage, Parking Lots, Sidewalks, Curbs, Retaining Walls, Etc.

Support

ACS made asset inventory easy. We are always available for your support.

Depending on your needs, we will work with you to make an easy way for you to report changes if you choose. If you have a large asset order that you want to tag immediately, please email your account rep with your needs in advance. Please note, we will tag and detail these items the following year during our next study.

Field Work Plan

1. Our work plan will begin with ACS receiving the signed agreement via mail, email etc.
2. Our scheduling department will then contact you to determine a convenient time for you and your staff to attend a kickoff meeting and have ACS out to perform the onsite fieldwork.
3. Kickoff meeting documentation and other advance needs will be communicated in advance
4. Work plan communications will also be provided to you so you can forward to your School Personnel. All ACS members are uniformed, fingerprinted and FBI background checked professionals.
5. ACS's Senior Project Manager will lead your onsite fieldwork.
6. We will also provide you with a schedule and other materials that you might need such as Public Address announcements, pictures and credentials.
7. A final list of controlled items and other job specifications will be reviewed and signed off at the kickoff meeting. The kickoff meeting is digitally sound recorded for accuracy.
8. Our team will check in daily and inform you and your staff of our progress and any issues should they arise.
9. Data is uploaded daily for your review and is always redundantly remotely saved for added protection.
10. Our goal is to be as invisible and helpful as possible and exceed your expectations
11. Prior to departure, The ACS team leader will perform an Exit Interview with you or appropriate staff as available.
12. Our service doesn't stop with the Onsite Field Work and On time Delivery of Data. ACS team members are always free and available for you throughout the year.

Service Fee

Our fee for the engagement is **$15,950.00**. Fee is subject to change after 30 days before signing due to inflationary impacts. This fee is based on our estimate of professional services to be furnished according to our understanding of your requirements; should the scope of these requirements change, Asset Control Solutions, Inc. and the Brecksville-Broadview Heights CSD will mutually revise the fee to reflect those changes in service. Our fee is independent of the outcome of our study. Based on our understanding of the project, our fee is based on the following:

> Our services offered as proposed above utilizing Capital Asset and Insurance inventory cutoffs as follows:
>
> **GASB 34** Capitalization threshold of $5,000.00

Terms

49% of the first-year service fee is payable upon completion of field work. Final payment due upon web delivery of Digital Data and reports.

Inventory is best performed by an independent third party equipped like ACS for the highest level of security and least expensive separation of duties. Ongoing self-maintenance update of Online Fixed Assets by Brecksville-Broadview Heights CSD is available for **$2,000.00.** *Charges only apply if independent ACS onsite physical inventory service is not renewed annually. This fee does not include cost of tags. For best asset control,* ***self-maintenance*** *is a weak separation of duties that may increase several internal risks.*

Tags

ACS will physically affix District-provided barcode tags, rather than ACS-branded tags, to ensure consistency with the districts existing asset tagging system.

This Agreement is made effective as of June 1, 2026, by and between

Brecksville-Broadview Heights CSD
Brecksvillle, OH

and

Asset Control Solutions, Inc.
Hoffman Estates, IL
United States

In this Agreement, the Brecksville-Broadview Heights CSD who is contracting to receive services shall be referred to as "BBHCSDOH", and Asset Control Solutions, Inc. who will be providing the services shall be referred to as "ACS".

ACS has a background in technology, accounting and valuation and is willing to provide services to BBHCSDOH based on this background.

BBHCSDOH desires to have services described in the proposal dated June 1, 2026 provided by ACS.

Therefore, the parties agree as follows:

1. DESCRIPTION OF SERVICES. ACS will provide the following services (collectively, the "Services"): Assets with or approved BBHCSDOH tag, will be located, inventoried and reported with location and tag identification by thresholds listed below. The associated asset capitalization and depreciation information of Buildings, Movable Equipment and Site Improvements will be tagged and reported in GASB 34 compliant detail above the Capitalization threshold of $5,000.00,

2. PERFORMANCE OF SERVICES. The manner in which the services are to be performed and the specific hours to be worked by ACS shall be determined by ACS and approved in writing by BBHCSDOH. BBHCSDOH will rely on ACS to work as many hours as may be reasonably necessary to fulfill ACS's obligations under this Agreement.

3. PAYMENT. BBHCSDOH will pay a fee to ACS for the services in the amount of **$15,950.00 Fifteen Thousand Nine Hundred Fifty Dollars and 00/100.** This fee shall be payable in a lump sum 49% upon job completion of on-site field work and balance due upon presentation of data and reports.

4. TERM/TERMINATION. Contract Term is for 1 year. District may terminate contract in the event of a material breach of contract by ACS.

5. EXPENSE REIMBURSEMENT. ACS shall pay all "out-of-pocket" expenses, and shall not be entitled to reimbursement from BBHCSDOH given no change of schedule initiated by BBHCSDOH following written authorization of travel schedule. Any reimbursements resulting from District-initiated schedule changes will be approved in writing by both parties and capped at mutually agree-upon dollar amount.

6. SUPPORT SERVICES. BBHCSDOH will not be required to provide support services, including office space and secretarial services, for the benefit of ACS.

7. NEW PROJECT APPROVAL. ACS and BBHCSDOH recognize that ACS's services will include working on various projects for BBHCSDOH. ACS shall obtain the approval of BBHCSDOH prior to the commencement of a new project.

8. RELATIONSHIP OF PARTIES. It is understood by the parties that ACS is an independent contractor with respect to BBHCSDOH, and ACS is not an employee nor does ACS have a financial interest in the BBHCSDOH. BBHCSDOH will not provide fringe benefits, including health insurance benefits, paid vacation, or any other employee benefit, for the benefit of ACS.

9. EMPLOYEES. ACS's employees, if any, who perform services for BBHCSDOH under this Agreement shall also be bound by the provisions of this Agreement. At the request of BBHCSDOH, ACS shall provide adequate evidence that such persons are ACS's employees.

10.INSURANCE/INJURIES. ACS acknowledges ACS's obligation to obtain appropriate insurance coverage for the benefit of ACS (and ACS's employees, if any). ACS waives any rights to recovery from BBHCSDOH for any injuries that ACS (and/or ACS's employees) may sustain while performing services under this Agreement and that are a result of the negligence of ACS or ACS's employees. ACS must agree to indemnify and hold the District harmless against any third-party claims, property damage, or data breaches caused by ACS personnel or systems. Additionally, we will need a Certificate of Liability Insurance (COI) naming Brecksville-Broadview Heights CSD as an additional insured prior to the start of fieldwork.

11.INTELLECTUAL PROPERTY. The following provisions shall apply with respect to copyrightable works, ideas, discoveries, inventions, applications for patents, and patents (collectively, "Intellectual Property"):

a. Consultant's Intellectual Property. ACS personally holds an interest in the Intellectual Property that is described as software and hardware and which is not subject to this Agreement.
b. Development of Intellectual Property. Any improvements to Intellectual property, further inventions, or improvements, and any new items of Intellectual Property discovered or developed by ACS (or ACS's employees, if any) during the term of this Agreement shall be the property of ACS.

12.CONFIDENTIALITY. BBHCSDOH and ACS recognizes that both entities has and will have the following information:

process information

trade secrets

technical information

copyrights

and other proprietary information (collectively, "Information") which are valuable, special and unique assets of BBHCSDOH and ACS and need to be protected from improper disclosure. BBHCSDOH and ACS agree that BBHCSDOH and ACS will not at any time or in any manner, either directly or indirectly, use any Information for BBHCSDOH's or ACS's own benefit, or divulge, disclose, or communicate in any manner any Information to any third party without the prior written consent of BBHCSDOH and ACS. BBHCSDOH and ACS will protect the Information and treat it as strictly confidential.

13.NOTICES. All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person, email receipt returned, or deposited in the United States mail, postage prepaid, addressed as follows:

IF for BBHCSDOH:

Mr. Craig Yaniglos
Brecksville-Broadview Heights CSD
Brecksvillle, OH 44141

IF for ACS:

Sean R. Rager, President
Asset Control Solutions, Inc.
2500 W Higgins Road, Suite 1135
Hoffman Estates, IL 60169
An Illinois C corporation EIN:74-3163816

Such address may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

14.ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.

15.AMENDMENT. This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

16.SEVERABILITY. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

17.WAIVER OF CONTRACTUAL RIGHT. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

18.APPLICABLE LAW. This Agreement shall be governed by the laws of Brecksville-Broadview Heights CSD's in the State of Ohio, and any legal action must be brought exclusively in the state or federal courts of Cuyahoga County, Ohio.

19. DATA/RECORDS. All data, records, and information collected or stored by ACS pursuant to this Agreement shall remain the sole property of the District. Upon termination or expiration of this Agreement, ACS shall, at no additional cost, provide a complete export of all District data in a standard, commercially usable format (e.g., Excel/CSV) within thirty (30) days. Following a successful transfer, ACS shall securely destroy all District data from its systems and provide a written certificate of destruction.

Party receiving services:
Brecksville-Broadview Heights CSD
Brecksvillle, OH

By: _____ Date: _____
Mr. Craig Yaniglos
Treasurer/CFO

Party providing services:
Asset Control Solutions, Inc.

By: _____ Date: 6/1/2026
Sean R. Rager
President

Brecksville-Broadview Heights CSD

Main Locations

As directed below

Member	Loc. #	Site#	Building#	Site Name	Location Description	Address	City	State	Zip	County	Const.	Sprinklers?	Flood Zone	# Stories	2026 Building	2026 Property in the Open	2026 Contents	Total	Prot. Class	Square Footage	Year Built	Year Updated	Building Notes
Brecksville	###	1	1	Education Cer	Administration Offices	6638 Mill R	Brecksville	OH	##	Cu	MNC	N	X	1	1,437,505	25,746	311,317	1,774,568	5	5906	1970		
Brecksville	###	2	1	High School	High School	6380 Mill R	Broadview	OH	##	Cu	MNC	100%	X	3	81,007,639	430,890	8,904,105	90,342,634		295476	1970		
Brecksville	###	3	1	Middle School	Middle School	6376 Mill R	Brecksville	OH	##	Cu	MNC	3%	X	2	43,321,792	23,310	5,981,967	49,327,069		172904	1960		
Brecksville	###	3	2	Middle School	Gas Meter	6376 Mill R	Brecksville	OH	##	Cu	MNC	N		1	19,318	-	-	19,318		143	1960		
Brecksville	###	3	3	Middle School	Ath. Field/Turf/Track/Te	6376 Mill R	Brecksville	OH	##	Cu	NC	N	X		3,542,546	-	-	3,542,546		87080	2015		
Brecksville	###	3	4	Middle School	Stadium Field House	6376 Mill R	Brecksville	OH	##	Cu	MNC	N	X	1	1,259,519	-	135,131	1,394,650		8063	1987		
Brecksville	###	3	5	Middle School	Stadium Press Box	6376 Mill R	Brecksville	OH	##	Cu	Frame	N		1	55,993	-	98,976	154,969		539	1987		
Brecksville	###	3	6	Middle School	Baseball Home Dugout	6376 Mill R	Brecksville	OH	##	Cu	JM	N		1	13,967	-	-	13,967		170	1987		
Brecksville	###	3	7	Middle School	Baseball Visitors Dugou	6376 Mill R	Brecksville	OH	##	Cu	JM	N		1	9,349	-	-	9,349		140	1987		
Brecksville	###	3	8	Middle School	Softbal Home Dugout	6376 Mill R	Brecksville	OH	##	Cu	JM	N		1	9,349	-	-	9,349		140	1987		
Brecksville	###	3	9	Middle School	Softball Visitors Dugout	6376 Mill R	Brecksville	OH	##	Cu	JM	N		1	9,349	-	-	9,349		140	1987		
Brecksville	###	3	10	Middle School	Stadium Ticket Booth	6376 Mill R	Brecksville	OH	##	Cu	JM	N		1	15,168	-	-	15,168		160	1987		
Brecksville	###	3	11	Middle School	Baseball Press Box	6376 Mill R	Brecksville	OH	##	Cu	JM	N		1	32,802	-	-	32,802		360	1987		
Brecksville	###	3	12	Middle School	Track Storage Bldg	6376 Mill R	Brecksville	OH	##	Cu	JM	N		1	48,929	-	14,469	63,398		480	2007		
Brecksville	###	5	1	Assumption Sc	Modular Classroom	9457 Highla	Brecksville	OH	##	Cu	FRAME	N		1	140,763	-	25,677	166,441		924	1997		
Brecksville	###	7	1	Transportation	Transportation Bldg	9175 Marks	Broadview	OH	##	Cu	NC	N	X	1	2,226,519	148,391	464,410	2,839,320		11860	2005		
Brecksville	###	7	2	Transportation	Storage Salt Shed	9175 Marks	Broadview	OH	##	Cu	FRAME	N		1	3,274	-	655	3,929			2005		
Brecksville	###	7	3	Transportation	Maint. Storage Shed	9175 Marks	Broadview	OH	##	Cu	FRAME	N		1	36,308	-	-	36,308		864	2020		
Brecksville	###	8	1	Pre K-5 ES	Elementary School	3500 Oake	Brecksville	OH	##	Cu	MFR	100%	X	2	51,291,084	576,305	1,844,174	53,711,563		176667	2022		
															184,481,175	**1,204,643**	**17,780,881**	**203,466,698**					

March 2026

Rachel Blanchette
BRECKSVILLE-BROADVIEW HGTS SCHOOLS
6638 Mill Road
Brecksville, OH 44141-1512

RE: 2027 Workers' Compensation Options for Policy #31850851

Dear Rachel Blanchette,

Thank you for selecting Minutemen HR to be your authorized representative for the period of January 1, 2027 through December 31, 2027. To ensure your policy has our representation, please promptly return the invoice and payment in the pre-paid envelope.

As your authorized representative, we will represent your interests before the Industrial Commission of Ohio and the Bureau of Workers' Compensation. In contested cases, your assigned claims manager will personally review the case file, prepare for any administrative hearings, as well as counsel you on various cost-control measures. In addition, we will provide policy overviews, savings recommendations, and update you with any BWC changes to help you maintain compliance. Minutemen HR has the right to revise fees, should the employer choose to be self-insured.

If you have any questions regarding the enclosed documents, please feel to contact Mike Pollack at (216) 225-4381 x 1310 or mike.pollack@minutemenhr.com. Minutemen HR takes great pride in the work we do for businesses like yours and we are grateful for this opportunity. If we do not hear back from you by June 30th, we will inactivate your account.

Sincerely,

Minutemen HR Management Services
3740 Carnegie Ave - Building B, Suite 300
Cleveland, OH 44115

WORKERS' COMPENSATION
Retainer Service Agreement

THIS AGREEMENT entered into at Cleveland, on January 1, 2027 in Ohio by and between **BRECKSVILLE-BROADVIEW HGTS SCHOOLS** ("Customer") # 31850851 and Minutemen HR of 3740 Carnegie Ave., Cleveland, Ohio 44115.

Minutemen HR is in the business of providing claims management services and consulting with employers regarding the Ohio Bureau of Workers' Compensation ("BWC") program and representing clients before the Industrial Commission of Ohio ("ICO"). Customer is an employer that has employees which are regulated by the BWC and ICO in respect to the Ohio Workers' Compensation Program. Customer is contracting with Minutemen HR to provide claims management and consulting services for its relevant workers compensation program as follows:

1) Representation on Customers behalf at hearings before, and as permitted by BWC and ICO.
2) Annual review of BWC program eligibility and assisting customer in entering various BWC programs.
3) Assistance as needed regarding employers manual rates and classifications.
4) Quarterly BWC program reports and Loss runs (if applicable to the respective type of Program).
5) Claims administration including managing and monitoring injured workers claims currently in and entering the employer experience.

The Customer, as named on the accompanying Employer Statement for Group Rating Program as Employer (in the Form AC-26 or the Form U-153 whichever and only if either are applicable), agrees: 1) to pay to Minutemen HR the management fee, cooperate with the Workers' Compensation Group Rating Program and to, 2) comply with Ohio's workers compensation statutes, as well as the rules and regulations of the BWC and ICO.

Customer hereby agrees that Administration shall commence on the effective date of January 1, 2027, preceding the BWC policy year or after the Program Administrator's receipt of the executed Employer Statement for the respective period. If accepted for participation in a BWC Program, the Customer understands that the applicable group premium rates shall be in effect for payrolls incurred during the policy year January 1, 2027 to December 31, 2027. The total agreed upon annual fee of **$6,000** is displayed in the most recent invoice to be paid annually for services through the end of the rating policy year unless otherwise specified.

Prior to the end of the policy term identified in the clause above, Minutemen HR will determine the annual fee for the upcoming renewal period and provide it to the Customer. Unless Customer provides notice to Minutemen HR notice of non-renewal at least thirty (30) days prior to that date, this Agreement will automatically renew for a period of one year or the new policy period with the same terms and conditions, with the exception of the new annual fee or changes otherwise altered by mutual agreement of the parties. Minutemen HR is also afforded the right to terminate this contract at any time with thirty (30) days' notice being provided to Customer.

Customer hereby agrees to forward all claims, claim information, copies of BWC statements, settlement paperwork, hearing notices, rate matters, and all Ohio Bureau of Workers' Compensation-Industrial Commission correspondence to Minutemen HR and further agrees to keep Minutemen HR, advised of operational changes along with all other matters that may affect its position with the BWC or ICO.

Minutemen HR is not a law firm and will not undertake to practice law on behalf of Customer. Services do not include any legal services, and/or representation beyond the state agencies listed above (e.g., claims appealed to court nor actions regarding and federal, state or local workplace safety violations). Any provision in this Agreement that would be deemed the practice of law is void and unenforceable. If an attorney is required, Customer will be responsible for retaining the attorney of its choice. Customer will pay all legal fees. In addition, extraordinary expenses incurred on the Customers behalf will be paid directly by the Customer (e.g., medical examinations, investigations, etc.). All such extraordinary expenses will be approved by the Customer before they are incurred.

The Customer acknowledges that, as part of the enrollment process each year, it makes representations to the Program Administrator regarding its past and present status as a Professional Employer Organization ("PEO"), Alternative Employment Organization ("AEO") or Employment Leasing Operation. Further, the Customer makes representations to the Program Administrator as to any past merger, acquisition, reorganization, consolidation or any other business activity that involves the potential combination by the BWC of the Customers workers compensation policy experience with any other Customers workers compensation policy experience. The Customer agrees to give written notice to the Program Administrator ninety (90) days in advance of any such action so that a determination may be made as to the effect on the Program. If notice is not given Customer may be removed from group.

The Customer's participation may be terminated at any time for failure to comply with the workers compensation group rating rules or maintain a workers' compensation experience consistent with other participants in the group. If the BWC rejects the Customer as a qualified applicant for the Program for circumstances beyond the Customers control, and the rejection cannot be overcome through appropriate protest before the state agencies, or if Minutemen HR, the Sponsoring Organization or the Program Administrator terminates the Customer's participation in the program, the Customer will be reclassified as a "retainer client" of Minutemen HR and receive claims management, policy program representation within the BWC as well as claims representation within the ICO as previously indicated in this Agreement.

The Customer agrees that it will be liable for and pay to a fund for held by the Program Administrator, or its designee, an amount equal to any additional premiums imposed by the BWC on the Program and/or participating members, for any Program year, due to a successorship imposed by the BWC on the Customer.

The Customer further agrees that Minutemen HR, the Program Administrator, the Sponsoring Organization, or other participants, and their respective members, directors, employees, agents, affiliates, subsidiaries, and successors and assigns shall not be liable for any awards, lawsuit damages, penalties, specific performance obligations, costs, expenses or any other losses or obligations of any kind related to the Customers workers compensation claims or coverage, and the Customer shall indemnify and hold harmless all such parties from and against any and all losses, claims, causes of action, actions, liabilities, damages, costs and expenses (including without limitation reasonable legal fees), whether known or unknown, arising from, in connection with, or pertaining in any way to such workers compensation claims or coverage. Under no circumstances shall the liability of Minutemen HR, its Program Administrator or the Sponsoring Organization, or other participants, and their respective directors, employees, agents, affiliates, subsidiaries, and successors and assigns for their respective obligations under this Agreement exceed the annual service fee paid by the Customer.

This Agreement shall be governed by the laws of the State of Ohio and shall be binding upon and inure to the benefit of the parties and their respective successors and assigns and may not be changed orally but only in writing signed by the employers and the Program Administrator. The Customer may not assign its responsibilities under this Agreement without the prior written consent of the Program Administrator. Any action relating to this Agreement shall be filed in a court of competent jurisdiction in Cuyahoga County, Ohio.

This Agreement will remain in force throughout the term of the Customers participation in the Group Rated Program and/or policy year by an officer, partner or sole proprietor duly authorized to execute such documents, signing, dating, and returning this Agreement and along if applicable the above captioned program a relevant Form AC-26 or Form U-153. If either of these forms are applicable and only in the case of a Group Rating Program, Group Retrospective Rating Program or the Grow Ohio Services Agreement, the relevant program form will be attached hereto. The submission of that form if applicable certifies the Customers agreement and adherence to the above terms and conditions of this Agreement.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands to this instrument in execution thereof the day and year above mentioned.

Minutemen HR
HGTS SCHOOLS

Customer: **BRECKSVILLE-BROADVIEW**

Policy #: **31850851**

By Michael Cipullo

Date 03/23/2026

By _____

Date _____

AFTER-BID BOARD RESOLUTION

Authorization to purchase from the school bus bids received by the Ohio Schools Council. WHEREAS, the **Brecksville-Broadview Heights City School District** is a member of the Ohio Schools Council. On November 3, 2025, the Ohio Schools Council received bids for school buses on behalf of its members. The **Brecksville- Broadview Heights CSD Board of Education** authorizes the purchase of **two (2) - 2025 X2C Ford Transit Passenger Vans** that were bid through the Ohio Schools Council.

THEREFORE, BE IT RESOLVED the **Brecksville-Broadview Heights CSD School District Board of Education** wishes to purchase **two (2) - 2025 X2C Ford Transit Passenger Vans** from the bids received through the Ohio Schools Council on November 3, 2025.

Motion _____ 2nd _____

Aye _____ Nay _____

BSI
877-696-2287
buyabus.net

Buyers Agreement

Customer	Delivery Address	Contact
Brecksville Broadview Hts City Schools	TBD	*Fonzie Culver* *440-740-4050* culverf@bbhcsd.org

Group Purchasing Program:	Ohio Schools Council
Contract Duration:	2025 Vehile Purchasing Program
PO Required?:	**Yes**
Member Discount Included:	($3,000.00)
Payment Terms:	**Due on Delivery**

Group Purchasing Program

Cooperative School Bus and **Van** Purchasing Program 2025

PRIME-TIME SV

MASTERS OF VAN CONVERSIONS

ADA - FULL COMPLIANCE
American with Disabilities Act

FMVSS - FULL COMPLIANCE
Federal Motor Vehicle Safety Standards

FORD QVM - FULL COMPLIANCE
Qualified Vehicle Modifier program

STANDARD CHASSIS EQUIPMENT AND FEATURES

- 3.5L PFDI V6 Gasoline Engine
- 10 Speed Electronic Automatic Transmission
- Transmission Oil Cooler
- Front and Rear Disc Brakes with Full ABS
- 235/65R16 All Season Tires
- Dual 70AH Batteries
- 250 Amp HD Alternator
- Power Windows and Door Locks
- Electronic Stability Control
- Auto-High Beam Headlamps
- Driver 6-Way Adjustable Seat w/Armrest & Lumbar Support
- Safety Canopy® Passenger Curtain Airbag System
- Securilok® Anti-Theft System
- Two (2) Keyless Remote Entry Fobs
- Three (3) USB Charging Ports in Passenger Area
- AdvanceTrac with RSC
- Rear Window Defroster
- Cruise Control
- Lane-Keeping System
- Engine Block Heater
- Eye Hook Provided
- Forward Collision Warning

PRIME-TIME SPECIALTY VANS

SPECS	QUANTITY	INCLUDED
2025 X2C Ford Transit 148" Mid Roof Mobility Passenger Van	1	Y
BSI-Primetime Specialty Vehicles Interior Upfit	1	Y
Ford OEM Interior	1	Y
Altro Anti-Slip Flooring	1	Y
3/4" Exterior Grade Plywood Floor	1	Y
Driver Running Board	1	Y
Passenger Running Board	1	Y
OEM A/C and Heat with OEM Ducting	1	Y
Entrance Grab Bar	1	Y
Safety Kit (Backup Beeper, First Aid, Triangles, Fire Ext)	1	Y
ODOT School Standards Vehicle Safety Certification	1	Y
Basic Graphics	1	Y
School Transportation Sign	1	Y

BSI
877-696-2287
buyabus.net

Buyers Agreement

TERMS AND CONDITIONS

Order Requirement:	School Issued Purchase Order
Deposit:	No Deposit Required
Payment Terms:	Due on Delivery

This Agreement is Confidential and not Subject to Distribution

Vehicle Price:	$76,834.00
EPC Discount:	($3,000.00)
Subtotal:	$73,834.00
Delivery:	$525.00
Sales Tax:	$0.00
Unit Total:	$74,359.00
Quantity:	2
Net Due:	**$148,718.00**

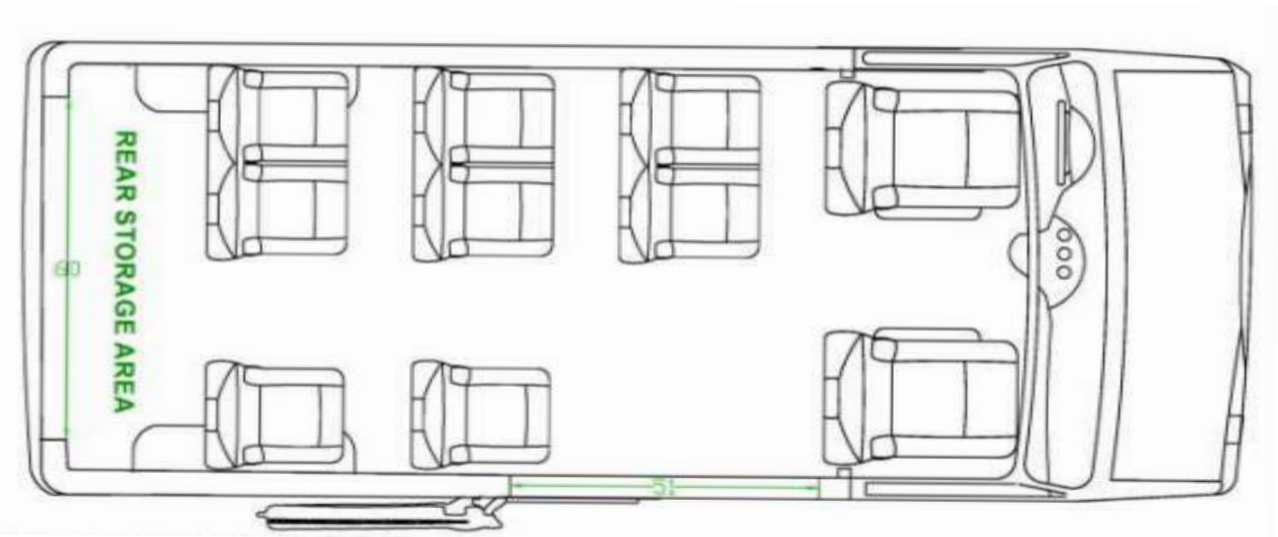
Customer Signature

Printed Name

Date

To Purchase this Vehicle, please sign this intent to purchase agreement. By Signing this agreement the Signer understands they are entering a contract to purchase the product/service presented. This vehicle will remain on the market until we receive this signed agreement with any applicable down payments/deposits included.

FloorPlan



Graphics

WORK INJURY SOLUTIONS
WORK-SITE THERAPY SPECIALISTS

June 12, 2026

Brecksville-Broadview Heights City School District
6638 Mills Road
Brecksville, OH 44144

Dear Rachel Blanchette,

I am pleased to submit for your consideration a price of $7900.00 for developing Brecksville-Broadview Height City School District's Transitional Work Program (TWP). This includes Policy and Procedure development, 18 Job Analyses (JAs), Training and Education for you and your staff, one training session for the Transitional Work/Safety Committee, one training session for your supervisors and a three-ring binder with all forms, JAs and paperwork associated with the TWP. All documents will also be sent to you electronically.

This proposal includes all necessary labor and materials needed.

You may indicate your acceptance by signing, dating, and sending me the enclosed proposal sheet via fax or e-mail. Upon receipt, I will contact you and begin developing the Policy and Procedure section of the program and schedule a time and date to perform the Job Analyses (JAs). After the Policy and Procedures are modified and finalized and the JAs are completed, I will provide one training/educational session for the supervisors (approx. one hour) and one training/educational session for the Transitional Work/Safety Committee (approx. one hour). After the training sessions, you will receive a three-ring binder that includes all documents associated with the TWP. On your behalf, I will submit the TWP to the BWC for approval. Upon BWC approval of the program, you will receive an invoice from Work Injury Solutions via email for the cost of the TWP development. Payment of the invoiced amount will be due 30-days after receipt. After receiving payment, I will provide you with payment verification and the necessary BWC forms for you to complete and send to the BWC for the 100% reimbursement. Once received, the BWC will mail a check to Brecksville-Broadview Height City School District within 2-weeks.

If you have any questions regarding this proposal, please call or e-mail me and I will be happy to discuss them with you.

Sincerely,

Michael "Scott" Bailey, PT, DPT, CIDN, FAAOMPT, TWD
Email: sbailey@wisohio.com
Ph: (330) 635-2059
Fax: (330) 319-8287

WORK INJURY SOLUTIONS
WORK-SITE THERAPY SPECIALISTS

Proposal *6/15/26*

PROPOSAL SUBMITTED TO:	ADDRESS:
Brecksville-Broadview Height City School District	6638 Mills Road
CITY, STATE, ZIP CODE:	CONTACTS:
Brecksville, OH 44144	Rachel Blanchette
JOB NAME:	POLICY NUMBER:
Transitional Work Program Development	31850851-0

We hereby submit specifications and estimates for:	
1) Policy and Procedure development, Return-To-Work Coordinator Training and Education, one training session for Supervisors, one training session for the Transitional Work /Safety Committee, a three-ring binder containing all Job Analyses, Forms and Paperwork and all the above sent electronically.	$1600.00
2) 18 Job Analyses. Education Assistant, PS or ES Special Education Assistant, HS or MS Special Education Assistant, Intervention Specialist, Physical Education Teacher, Maintenance Foreman, Maintenance I, Maintenance II, Head Custodian, Custodian I, Custodian II, Vehicle Maintenance Foreman, Mechanic, Bus Aide, Bus Driver, Head Cook, Cook I, and Food Service Worker.	$6300.00 ($350/JA)

We Propose hereby to furnish material and labor to complete, in accordance with the above specifications, development of the Transitional Work Plan (TWP). **In the event that the TWP development process is canceled, Brecksville-Broadview Height City School District will be responsible for reimbursement to Work Injury Solutions for all Job Analyses (JA) and other work completed to that point at a rate of $350/JA and $200/hour of Policy and Procedure development, training and Preferred Provider Panel development.**

Seven thousand, nine hundred dollars and no cents ($7900.00)

PAYMENT TO BE MADE AS FOLLOWS:

One payment within 30 days after the Transitional Work Program has been approved by the BWC.

ACCEPTANCE OF PROPOSAL – The above prices and specifications are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

DATE OF ACCEPTANCE: _____ SIGNATURE: _____

NOTE: This proposal may be withdrawn by Work Injury Solutions, LLC if not accepted within 30 days.

BRECKSVILLE-BROADVIEW HEIGHTS CITY SCHOOL DISTRICT

Equipment Inventory System

Authorization for Disposal of Equipment

Instructions for Building/Department Requesting Authorization:

Prior to making edits, please rename this form "Disposal of Equipment Request Your Name Date", then complete form in full.

Send signed form to Operations Coordinator for approval.

Retain a copy of the final reviewed form in Building/Department files.

Requesting Building and Department	**HS Athletics (Weight Room)**

ASSET(S) TO BE DISPOSED:

No.	SYSTEM NUMBER	TAG NUMBER	ASSET DESCRIPTION	CONDITION	INTENDED DISPOSAL
1		**No Tag**	**Leg Abductor / Inductor**	**Replaced/No longer needed**	**Auction**
2		**No tag**	**White Reverse Hyper machine**	**Damaged Beyond Repair**	**Auction**
3		**No tag**	**White dumb bell rack**	**Replaced/No longer needed**	**Auction**
4		**003918**	**White/Red top Reverse Hyper machine**	**Replaced/No longer needed**	**Auction**
5		**006887**	**Red Bear Squat machine**	**Replaced/No longer needed**	**Auction**
6		**07556**	**Preacher Curl**	**Replaced/No longer needed**	**Auction**

**Electronic Waste: Please make sure e-waste is disposed of responsibly and not thrown away in general waste. E-waste recycling is often available at retailers or you can also research e-waste mail-back recycling programs.*

Explain reason(s) for disposal (i.e. "Items quoted by XXX and found to have no sale value"):

White Reverse Hyper machine is broken beyond repair and therefore no longer of use. Other machines listed that are headed to auction are machines that we no longer need, as our training needs have changed.

If an asset being disposed of is technology equipment, you must contact IT prior to submitting this form. If applicable, please indicated here if IT has been contacted and their suggested disposal method:

IT Contacted?	Suggested Disposal	IT Person Reached	If other, please specify:
Not Applicable	Make selection	Other	

By signing below, I am agreeing to adherence to the policies named in Board Policy items AG7310 and AG7455, which are provided below.

Principal/Supervisor Signature

6/11/2026

Date

****

OPERATIONS USE ONLY:

No.	Approved/ Denied (note if by Board)	Disposal Method Required	Operations Coordinator Signature & Date
1	Operations Approved, Pending Board Approval	Auction	**6/12/2026**
2	Operations Approved, Pending Board Approval	Auction	**6/12/2026**

3	Operations Approved, Pending Board Approval	Auction		6/12/2026
4	Operations Approved, Pending Board Approval	Auction		6/12/2026
5	Operations Approved, Pending Board Approval	Auction		6/12/2026
6	Operations Approved, Pending Board Approval	Auction		6/12/2026

****

7310 - DISPOSAL OF NON FIXED-ASSET PROPERTY

The Brecksville-Broadview Heights Board of Education may authorize by resolution the Superintendent and Treasurer to advertise and sell Board-owned fixed assets that are no longer of use by the School District and have an aggregate value of $10,000 or more as prescribed by Ohio law. All sales of real property (i.e., land and/or buildings), regardless of values, shall require approval by the Board.

The procedure used to sell items of less than $10,000 value is left to the discretion of the Superintendent or his/her designee. The following procedures, however, shall generally be followed:

Fixed assets of less than $10,000 value may be sold by taking sealed bids or at a public sale. This should involve giving at least one (1) week's notice in a newspaper of general circulation and in a notice or newsletter to staff members.

Fixed assets of less than $10,000 value that fail to be purchased under provisions outlined in Step A may be sold on an individual and private sale basis.

Individual fixed assets of $750 or less, such as old student desks and chairs, may be sold to individuals upon their request, if such items are no longer needed within the District.

Individual fixed assets of no value may be disposed of by the most efficient method.

The fixed asset accounting system of the District shall be updated reflecting all disposal of fixed assets.

7455 - ASSET ACQUISITION AND DISPOSAL

Fixed assets are defined as those tangible assets of the District with a useful life in excess of one (1) year that the District intends to hold or continue in use over an extended period of time. Such fixed assets have an initial cost equal to or exceeding $1,000. This threshold amount shall be reviewed every three (3) years, to determine whether modification to the amount is necessary.

Although some assets may not meet all of the criteria for "fixed" assets, they shall be identified as "controlled" assets and recorded in the same manner as other assets on the fixed asset system.

Disposal

A request for asset disposal (transfer) is to be submitted to the Director of Business Services for approval. After approval/denial of the request, a copy is returned to the originator for appropriate action.

Assets approved for disposal shall be subject to AG 7310.

The disposal of items requiring auction or public sale must be approved by Board Resolution prior to sale.

When an auction has taken place, the Treasurer shall prepare a list of assets sold and the amount of money received for each. Upon receipt of the list of assets sold, the Director of Business Services shall update the list of assets held for sale and the asset inventory list.

Annually, the Director of Business Services shall prepare a master list of all entity assets, a report of assets purchased, and a report of assets disposed of.

As needed, but not less than annually, the Director of Business Services shall review asset acquisitions and dispositions for the purpose of updating insurance coverage.

Any evidence of lost, stolen, or damaged assets shall be immediately reported to the Director of Business Services. The Director of Business Services shall investigate the matter and determine the appropriate action.

Periodic physical inventories shall be conducted to account for the assets of the entity. The District shall adopt inventory guidelines to become a part of these procedures.

BRECKSVILLE-BROADVIEW HEIGHTS CITY SCHOOL DISTRICT

Equipment Inventory System

Authorization for Disposal of Equipment

Instructions for Building/Department Requesting Authorization:

Prior to making edits, please rename this form "Disposal of Equipment Request Your Name Date", then complete form in full.

Send signed form to Operations Coordinator for approval.

Retain a copy of the final reviewed form in Building/Department files.

Requesting Building and Department	**HS Robotics**

ASSET(S) TO BE DISPOSED:

No.	TAG NUMBER	SERIAL/MODEL NUMBER	ASSET DESCRIPTION	CONDITION	INTENDED DISPOSAL
1	**007859**	**408112010275PT [1]**	**DTG machine (Direct to Garment printer)**	**Damaged Beyond Repair**	**Auction**
2	**009522**	**RETHINKROBOT BR01 011306P0005**	**Baxter Robot**	**Damaged Beyond Repair**	**Auction**
3	**003944**	**7369469 [2]**	**Sawstop table saw**	**Replaced/No longer needed**	**Auction**

**Electronic Waste: Please make sure e-waste is disposed of responsibly and not thrown away in general waste. E-waste recycling is often available at retailers or you can also research e-waste mail-back recycling programs.*

Explain reason(s) for disposal (i.e. "Items quoted by XXX and found to have no sale value"):

The printer no longer works along with the large robot. The table saw was bent so that is why we replaced it. The value will be very small for all three items.

If an asset being disposed of is technology equipment, you must contact IT prior to submitting this form. If applicable, please indicated here if IT has been contacted and their suggested disposal method:

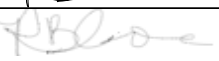
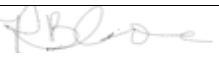
IT Contacted?	Suggested Disposal	IT Person Reached	If other, please specify:
Not Applicable	Make selection	Other	

By signing below, I am agreeing to adherence to the policies named in Board Policy items AG7310 and AG7455, which are provided below.

KGJakub	6/19/2026
Principal/Supervisor Signature	Date

****

OPERATIONS USE ONLY:

No.	Approved/ Denied (note if by Board)	Disposal Method Required	Operations Coordinator Signature & Date
1	**Approved**	**Auction**	**6/22/2026**
2	**Approved**	**Auction**	 **6/22/2026**
3	**Approved**	**Auction**	 **6/22/2026**

****

7310 - DISPOSAL OF NON FIXED-ASSET PROPERTY

The Brecksville-Broadview Heights Board of Education may authorize by resolution the Superintendent and Treasurer to advertise and sell Board-owned fixed assets that are no longer of use by the School District and have an aggregate value of $10,000 or more as prescribed by Ohio law. All sales of real property (i.e., land and/or buildings), regardless of values, shall require approval by the Board.

The procedure used to sell items of less than $10,000 value is left to the discretion of the Superintendent or his/her designee. The following procedures, however, shall generally be followed:

Fixed assets of less than $10,000 value may be sold by taking sealed bids or at a public sale. This should involve giving at least one (1) week's notice in a newspaper of general circulation and in a notice or newsletter to staff members.

Fixed assets of less than $10,000 value that fail to be purchased under provisions outlined in Step A may be sold on an individual and private sale basis.

Individual fixed assets of $750 or less, such as old student desks and chairs, may be sold to individuals upon their request, if such items are no longer needed within the District.

Individual fixed assets of no value may be disposed of by the most efficient method.

The fixed asset accounting system of the District shall be updated reflecting all disposal of fixed assets.

7455 - ASSET ACQUISITION AND DISPOSAL

Fixed assets are defined as those tangible assets of the District with a useful life in excess of one (1) year that the District intends to hold or continue in use over an extended period of time. Such fixed assets have an initial cost equal to or exceeding $1,000. This threshold amount shall be reviewed every three (3) years, to determine whether modification to the amount is necessary.

Although some assets may not meet all of the criteria for "fixed" assets, they shall be identified as "controlled" assets and recorded in the same manner as other assets on the fixed asset system.

Disposal

A request for asset disposal (transfer) is to be submitted to the Director of Business Services for approval. After approval/denial of the request, a copy is returned to the originator for appropriate action.

Assets approved for disposal shall be subject to AG 7310.

The disposal of items requiring auction or public sale must be approved by Board Resolution prior to sale.

When an auction has taken place, the Treasurer shall prepare a list of assets sold and the amount of money received for each. Upon receipt of the list of assets sold, the Director of Business Services shall update the list of assets held for sale and the asset inventory list.

Annually, the Director of Business Services shall prepare a master list of all entity assets, a report of assets purchased, and a report of assets disposed of.

As needed, but not less than annually, the Director of Business Services shall review asset acquisitions and dispositions for the purpose of updating insurance coverage.

Any evidence of lost, stolen, or damaged assets shall be immediately reported to the Director of Business Services. The Director of Business Services shall investigate the matter and determine the appropriate action.

Periodic physical inventories shall be conducted to account for the assets of the entity. The District shall adopt inventory guidelines to become a part of these procedures.

Prepared for:

Brecksville-Broadview Heights Schools

May 2026

QUICKmed Occupational Health is pleased to present comprehensive medical services for your staff and their employees. Pricing options as listed:

This pricing structure is based on a current workforce of approximately 500 full-time employees enrolled in the employer-sponsored medical plan. The program is designed to support access to care across the full workforce while providing flexible utilization options that align with insurance coverage and employer sponsored benefits. For the concierge option, the employer agrees to provide an updated employee roster at the beginning of each month to ensure accurate records of all participants enrolled in the program. Workforce counts may be reviewed periodically to ensure the program continues to match operational needs and service demand. Under the concierge model, personal insurance will not be billed for urgent care visits. Additionally, Brecksville-Broadview Heights Schools or its MCO (Minutemen) will not be billed for occupational health services that fall within the defined scope of work under the program.

Pricing Option 1- A' la Carte
Client may utilize any approved A' la Carte services on an as-needed basis. Services will be billed individually only when authorized and performed. Invoices will be generated monthly based on actual utilization during the billing period and are due within thirty (30) days of the invoice date (Net 30 terms).

Pricing Option 2- Concierge Model
Monthly cost of $10.00 per employee per month paid by the employer. This option includes the employee and direct family members of the employee. Employees and their families receive access at any QUICKmed location for urgent care and occupational health services. Covered occupational health services include workplace injury care, pre-employment and annual exams, drug/alcohol testing and other ancillary occupational health services as authorized by the employer. This option does not include labs, vaccinations, or non-negative drug test confirmation testing.
The concierge option is especially valuable for employees who may not have insurance coverage. It ensures access to care and demonstrates that the employer is investing in the health and wellbeing of their workforce. It is a strong retention and recruitment tool and reinforces a culture of support and employee care.

Please indicate the selected pricing structure by checking the option that best aligns with your organization's operational and workforce needs.

☐	***Option 1-A' la Carte**
-	**BWC (Billed Direct to client MCO, Minutemen)**
$50.00	**T-8 Physical (2026 Promotion)**
$65.00	**Urine Drug Screen (Panel will need specified by employer)**
$60.00	**Breath Alcohol Test**
$0.00	**Sports Physicals (2026 Fall Sports)**
$75.00/call	**First Aid Triage Line**
☐	***Option 2-Concierge Model (Terms Outlined Above)**

By executing this Proposal, each of the undersigned warrants that the execution of this Proposal is within the authority granted to them by their respective corporations. The parties agree that the pricing set forth in this agreement shall remain fixed for a period of (1) years from the effective date of the agreement. During this period, no price increases or adjustments shall be made to the agreed-upon rates, regardless of any changes in market conditions, cost of materials, or other economic factors.

*After the expiration of the one-year period, any future pricing adjustments must be mutually agreed upon in writing by both parties.

Brecksville-Broadview Heights Schools	**QUICKmed Occupational Health**
Signature: _____	Signature: _____
Printed Name: _____	Printed Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Activity	Avg Enrollment	Total Average Costs	50% of Total Average Cost	PTP True Calculation	2025-2026 Fee	2026-2027 Fee
Art Club	28	$ 993	$ 497	$ 18	$ 17	$ 18
Basketball	49	$ 24,301	$ 12,151	$ 251	$ 243	$ 251
Builders Club	13	$ 2,235	$ 1,117	$ 89	$ 73	$ 89
Cheerleading Fall	18	$ 2,235	$ 1,117	$ 62	$ 61	$ 62
Cheerleading Winter	19	$ 2,235	$ 1,117	$ 60	$ 65	$ 60
Cross Country	50	$ 12,651	$ 6,326	$ 127	$ 141	$ 127
Football	43	$ 25,495	$ 12,748	$ 300	$ 257	$ 300
Honeycomb	13	$ 2,322	$ 1,161	$ 93	$ 73	$ 91
Jazz Band	36	$ 993	$ 497	$ 14	$ 14	$ 14
Math Counts*	36	$ 2,609	$ 1,305	$ 37	$ 41	$ 37
Model UN	15	$ 1,990	$ 995	$ 69	$ 93	$ 70
Power of the Pen	12	$ 2,235	$ 1,117	$ 93	$ 85	$ 93
Robotics	53	$ 10,238	$ 5,119	$ 97	$ 81	$ 97
Stage Crew	29	$ 1,986	$ 993	$ 35	$ 52	$ 39
Track (spring)*	151	$ 26,370	$ 13,185	$ 87	$ 96	$ 87
Volleyball	25	$ 12,645	$ 6,322	$ 253	$ 242	$ 253
Wrestling	20	$ 16,896	$ 8,448	$ 422	$ 300	$ 300
Yearbook (Annual Advisor MS)	31	$ 1,986	$ 993	$ 32	$ 26	$ 32

Activity	Avg Enrollment	Total Avg Costs	50% of Total Avg Cost	PTP True Calculation	2025-2026 Fee	2026-2027 Fee
Academic Challenge	12	$ 3,856	$ 1,928	$ 156	$ 125	$ 156
Art Club	19	$ 1,009	$ 504	$ 26	$ 14	$ 18
Biology Club	60	$ 1,513	$ 757	$ 13	$ 24	$ 18
Drama Club	51	$ 1,178	$ 589	$ 11	$ 13	$ 11
Fall Play	27	$ 5,785	$ 2,893	$ 106	$ 109	$ 106
French Club	52	$ 682	$ 341	$ 7	$ 6	$ 7
German Club	87	$ 1,355	$ 677	$ 8	$ 6	$ 8
Key Club	265	$ 3,279	$ 1,639	$ 6	$ 6	$ 6
Marching Band	158	$ 44,944	$ 22,472	$ 143	$ 106	$ 133
Math Club	15	$ 2,270	$ 1,135	$ 77	$ 77	$ 77
MIM A Cappella (formerly SC)	24	$ 5,738	$ 2,869	$ 121	$ 95	$ 119
Mock Trial	25	$ 2,005	$ 1,002	$ 41	$ 48	$ 41
Model UN	49	$ 6,115	$ 3,058	$ 63	$ 57	$ 63
Robotics	50	$ 19,867	$ 9,934	$ 199	$ 172	$ 199
SAFE Club	57	$ 1,513	$ 757	$ 13	$ 15	$ 13
Spanish Club	82	$ 1,009	$ 504	$ 6	$ 6	$ 6
Spring Musical	52	$ 11,849	$ 5,924	$ 113	$ 108	$ 113
Student Council	58	$ 2,774	$ 1,387	$ 24	$ 23	$ 24
Youth in Government	51	$ 4,991	$ 2,496	$ 49	$ 53	$ 49

Activity	Avg Enrollment	Total Avg Costs	50% of Total Avg Cost	PTP True Calculation	2025-2026 Fee	2026-2027 Fee
Baseball/Softball	69	$ 50,056	$ 25,028	$ 361	$ 333	$ 361
Basketball	53	$ 65,089	$ 32,545	$ 614	$ 500	$ 500
Bowling	38	$ 8,412	$ 4,206	$ 110	$ 93	$ 110
Cheerleading Fall	37	$ 12,315	$ 6,157	$ 165	$ 141	$ 165
Cheerleading Winter	32	$ 16,046	$ 8,023	$ 251	$ 213	$ 251
Cross Country	64	$ 29,148	$ 14,574	$ 228	$ 235	$ 228
Football	80	$ 60,971	$ 30,486	$ 383	$ 387	$ 383
Golf	32	$ 22,053	$ 11,027	$ 341	$ 318	$ 341
Gymnastics	18	$ 18,428	$ 9,214	$ 503	$ 450	$ 500
Honeybees	11	$ 2,545	$ 1,273	$ 119	$ 157	$ 119
Lacrosse	70	$ 39,617	$ 19,808	$ 282	$ 278	$ 282
Soccer	92	$ 55,207	$ 27,604	$ 301	$ 300	$ 301
Swimming and Diving	40	$ 26,741	$ 13,370	$ 334	$ 361	$ 334
Tennis	45	$ 25,627	$ 12,814	$ 285	$ 290	$ 285
Track	140	$ 60,017	$ 30,009	$ 215	$ 161	$ 201
Volleyball	58	$ 50,843	$ 25,421	$ 438	$ 362	$ 438
Wrestling	55	$ 42,784	$ 21,392	$ 391	$ 422	$ 391

The Board of Education of the Brecksville-Broadview Heights City School District met in regular session on June 24, 2026, commencing at 6:00 PM, in the Board Room at 6638 Mill Road, Brecksville, Ohio, with the following members present:

[ ] Mark Dosen

[ ] Tish Kwiatkowski

[ ] Brad Chase

[ ] Lisa Galek

[ ] Eva O'Mara

The Treasurer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

_____ moved the adoption of the following Resolution:

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING CHANGE ORDERS FOR TENNIS COURT FENCE POSTS AND ADDITIONAL WORK ON THE TENNIS COURTS IN AN AMOUNT NOT TO EXCEED $50,000.

WHEREAS, this Board previously awarded contracts for the Tennis Courts; and

WHEREAS, change orders need to be entered into to replace the fence posts and additional work as may arise.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Brecksville-Broadview Heights City School District, County of Cuyahoga, Ohio, that:

Section 1. This Board hereby authorizes the Treasurer of this Board to enter into change orders for fence post removal/installation, abandoned drainage removal, and additional work in an amount not to exceed $50,000.

Section 2. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were held, in meetings open to the public, in compliance with the law.

Section 3. This resolution shall be in full force and effect from and immediately upon its adoption.

_____ seconded the motion and the roll being called upon the question of the adoption of the resolution, the vote was as follows:

Mark Dosen	Yay [ ] Nay [ ]
Tish Kwiatkowski	Yay [ ] Nay [ ]
Brad Chase	Yay [ ] Nay [ ]
Lisa Galek	Yay [ ] Nay [ ]
Eva O'Mara	Yay [ ] Nay [ ]

Total Vote: Yay ____ Nay ____ Abstain ____

Treasurer's Certificate

The foregoing is a true and correct excerpt from the minutes of the regular meeting of the Board of Education of the Brecksville-Broadview Heights City School District, Ohio, held on June 24, 2026.

_____ Dated: _____, _____

Treasurer, Board of Education

Brecksville-Broadview Heights City School District, Ohio

The Board of Education of the Brecksville-Broadview Heights City School District met in regular session on June 24, 2026, commencing at 6:00 PM, in the Board Room at 6638 Mill Road, Brecksville, Ohio, with the following members present:

[ ] Mark Dosen

[ ] Tish Kwiatkowski

[ ] Brad Chase

[ ] Lisa Galek

[ ] Eva O'Mara

The Treasurer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

_____ moved the adoption of the following Resolution:

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING CHANGE ORDERS TO THE CAMPUS MASTER PLAN: PHASE II - HILTON ROAD PROJECT IN AN AMOUNT NOT TO EXCEED $400,000.

WHEREAS, this Board previously awarded contracts for the Campus Master Plan: Phase II - Hilton Road Project that will need to be amended for additional design, electrical, utility, and construction work.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Brecksville-Broadview Heights City School District, County of Cuyahoga, Ohio, that:

Section 1. This Board hereby authorizes the Treasurer of this Board to enter into change orders for additional work on the Campus Master Plan: Phase II - Hilton Road Project in an amount not to exceed $400,000.

Section 2. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were held, in meetings open to the public, in compliance with the law.

Section 3. This resolution shall be in full force and effect from and immediately upon its adoption.

_____ seconded the motion and the roll being called upon the question of the adoption of the resolution, the vote was as follows:

Mark Dosen	Yay [ ] Nay [ ]
Tish Kwiatkowski	Yay [ ] Nay [ ]
Brad Chase	Yay [ ] Nay [ ]
Lisa Galek	Yay [ ] Nay [ ]
Eva O'Mara	Yay [ ] Nay [ ]

Total Vote: Yay ____ Nay ____ Abstain ____

Treasurer's Certificate

The foregoing is a true and correct excerpt from the minutes of the regular meeting of the Board of Education of the Brecksville-Broadview Heights City School District, Ohio, held on June 24, 2026.

_____ Dated: _____, _____

Treasurer, Board of Education

Brecksville-Broadview Heights City School District, Ohio

The Board of Education of the Brecksville-Broadview Heights City School District met in regular session on June 24, 2026, commencing at 6:00 PM, in the Board Room at 6638 Mill Road, Brecksville, Ohio, with the following members present:

[ ] Mark Dosen

[ ] Tish Kwiatkowski

[ ] Brad Chase

[ ] Lisa Galek

[ ] Eva O'Mara

The Treasurer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

_____ moved the adoption of the following Resolution:

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING AN ALLOWANCE FOR THE BBHCSD PAVEMENT IMPROVEMENTS 2026 PROJECT IN AN AMOUNT NOT TO EXCEED $20,000.

WHEREAS, this Board previously awarded contracts for the BBHCSD Pavement Improvements 2026 project; and

WHEREAS, a project allowance needs to be established for necessary pothole and concrete repairs.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Brecksville-Broadview Heights City School District, County of Cuyahoga, Ohio, that:

Section 1. This Board hereby authorizes the Treasurer of this Board to establish a project allowance for pothole and concrete repairs on the Pavement Improvements project in an amount not to exceed $20,000.

Section 2. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were held, in meetings open to the public, in compliance with the law.

Section 3. This resolution shall be in full force and effect from and immediately upon its adoption.

_____ seconded the motion and the roll being called upon the question of the adoption of the resolution, the vote was as follows:

Mark Dosen	Yay [ ] Nay [ ]
Tish Kwiatkowski	Yay [ ] Nay [ ]
Brad Chase	Yay [ ] Nay [ ]
Lisa Galek	Yay [ ] Nay [ ]
Eva O'Mara	Yay [ ] Nay [ ]

Total Vote: Yay ____ Nay ____ Abstain ____

Treasurer's Certificate

The foregoing is a true and correct excerpt from the minutes of the regular meeting of the Board of Education of the Brecksville-Broadview Heights City School District, Ohio, held on June 24, 2026.

_____ Dated: _____, _____

Treasurer, Board of Education

Brecksville-Broadview Heights City School District, Ohio

Board Agenda 6.24.26			
From:	***To:***	***Amount:***	***Reason:***
001-0000	003-9500	$ 50,000.00	Turf
001-0000	019-9300	$ 25,000.00	CAPA
001-0000	013-9022	$ 10,000.00	Blossom Field House
	TOTAL	***$ 85,000.00***	

PROPOSAL PREPARED FOR:

Brecksville Broadview Heights City School District

CF Risk & Insurance

Chris Fichtner

JULY 1, 2026 TO JULY 1, 2027

Risk Control Services

Nancy Them, SORSA Risk Control Manager, is available to assist districts with managing the risks that matter most to public schools.

Call 419.564.1158

HOW WE CAN HELP

- In Service Bus Driver Training
- Playground Inspections
- Facilities Walk-Through & Awareness
- Boundary Training
- Employee & Employment Best Practices
- Staff Training on Trending Topics

All consultations are free

OUR GOAL:

To assist members with customized, accessible risk services and a valued partnership that benefits your bottom line.

Legal Help Desk

Concerned about potential legal liability for your district?

Call 866-767-7299

WHEN TO CALL

- I need to fire or discipline an employee.
- I don't know the rules.
- I don't want my school to get sued.
- The employee/student has a lawyer.
- The community is upset over this.

All consultations are free

WHAT TO HAVE READY

- Relevant Board policies and procedures.
- Collective bargaining agreement and/or employment related contract.

We're here to help!

Jessica Philemond

Esq. Scott Scriven

Aaron Glasgow

Esq. Isaac Wiles

Cyber Liability Coverage

Cyber Liability is provided through Crum & Forester Specialty Insurance Company with AIG Specialty Insurance Company providing the $5M Excess limit. Which allows us to offer a solution in an ever-changing technological environment. This coverage protects data in any form whether paper, electronic or other means.

$10,000,000 All Member Annual Aggregate

- $1,000,000 Per Member Aggregate Sublimit
- Ransomware/Malware - limits ranging from $250,000 to $1,000,000 subject to underwriting and completion of the Advanced Risk Control Affidavit
- Cyber Extortion - limits ranging from $10,000 to $500,000 subject to underwriting and completion of the Advanced Risk Control Affidavit
- Deductible range of $10,000 to $20,000 subject to underwriting

Beazley Deadly Weapons Protection

⇒ Prevention Services

⇒ Threat of Violence virtual assessment

⇒ Action plan webinars

⇒ Deadly weapons Protection portal

⇒ Response services

⇒ Victim Support and family assistance

⇒ Advice and support in managing the situation

Agent Contact Information

Chris Fichtner

Main: 440-213-3842

chris@cfriskinsurance.com

CF Risk & Insurance

4456 N. Abbe Rd., #112 Sheffield, OH 44054

S · O · R · S · A
SCHOOLS OF OHIO RISK SHARING AUTHORITY

To Report a Claim

Greg Gilliam, SORSA Claims Manager

1-844-369-3830
greg@sorsaschools.org

Certificates of Insurance & Coverage Questions

866-767-7299
cshaner@sorsaschools.org
or crissy@sorsaschools.org

Boiler Inspections

TRAVELERS

BOILINSP@Travelers.com

Please include street address of boiler location

Belfor Property Emergency Hotline

1-800-922-3848

SORSA is an insured RED ALERT Client.

Michelle Kirda is your account representative

Ohio SCHOOL SAFETY CENTER

Safer Ohio
School Tip Line
844.723.3764
Report concerns for student safety

Schools of Ohio Risk Sharing Authority
555 Metro Place North Suite 645 Dublin, Ohio 43017

Phone: 866-767-7299 Fax: 888-894-3299

S · O · R · S · A
SCHOOLS OF OHIO RISK SHARING AUTHORITY

PROPOSAL SUMMARY

PROPERTY

	Limits and Deductibles
Building & Business Personal Property Limit Including Property Extensions of Coverage	$ 350,000,000
As Reported to SORSA; Subject to $350,000,000 Pool Limit	
Deductible:	$ 5,000
Earth Movement per Occurrence:	$ 2,000,000
Annual Aggregate all members:	$ 8,000,000
Deductible:	$ 50,000
Flood Limit (Zone A or V Excluded):	$ 2,000,000
Annual Aggregate all members:	$ 8,000,000
Deductible:	$ 50,000
EQUIPMENT BREAKDOWN (PD, BI and EE), in any one accident:	$ 350,000,000
As Reported to SORSA; Subject to $350,000,000 Pool Limit	
Hazardous Substance, any one accident:	
Ammonia Contamination:	$ 250,000
Any Other Substance:	$ 250,000
Water Damage, in any one accident:	$ 250,000
Consequential Damage, in any one accident:	$ 250,000
Deductible:	$ 5,000
Total Property Premium:	**$ 153,192**

CRIME COVERAGE

	Limits and Deductibles
Employee Theft Including Faithful Performance of Duty, in any one occurrence	$ 1,000,000
Forgery or Alteration, in any one occurrence	$ 1,000,000
On Premises, in any one occurrence	$ 1,000,000
In Transit, in any one occurrence	$ 1,000,000
Money Orders and Counterfeit Money, in any one occurrence	$ 1,000,000
Computer Crime, in any one occurrence	$ 1,000,000
Computer Program and Electronic Data Restoration Expense, in any one occurrence	$ 350,000
Funds Transfer Fraud, in any one occurrence	$ 1,000,000
Social Engineering Fraud, in any one occurrence	$ 1,000,000
Telecommunication Fraud, in any one occurrence	$ 200,000
Deductible	$ 1,000
Total Crime Premium:	**$ 2,593**

Terms, Conditions, Exclusions, Subject To's

Covered Property at Undesribed Premises does not apply to Electronic Data Processing Equipment and Electronic Data Processing Data and Media

Property Extension

		Limits
Accounts Receivable	$	1,000,000
Arson Reward	$	5,000
Automobile Physical Damage, in any one occurrence	$	10,000,000
Backup of Sewers and Drains	$	2,000,000
Business Income, in any one occurrence	$	2,000,000
Ordinary Payroll: Exluded		
Extended Business Income at 60 days		
Civil Authority 30 days		
Dependent Property, in any one occurrence	$	250,000
Ordinance or Law - Increased period of restoration, in any one occurrence	$	250,000
Newly Acquired Locations, in any one occurrence (120 days)	$	500,000
Undescribed Premises, in any one occurrence	$	100,000
Claim Data, in any one occurrence	$	100,000
Claim Data Expense - Direct Damage, in any one occurrence	$	100,000
Covered Property at Undescribed Premises	$	1,000,000
Covered Property in Transit, in any one occurrence	$	100,000
Debris Removal, in any one occurrence		
25% of the sum of the amount paid for Covered Property loss and the applicable deductible		
Additional Debris Removal Expense	$	250,000
Electronic Data Processing Equipment Data and Media Per member, per occurrence	$	3,500,000
All members, per occurrence	$	5,000,000
Errors and Omissions, in any one occurrence	$	1,000,000
Extra Expense, in any one occurrence	$	2,500,000
Civil Authority: 30 days		
Orinance or Law - Increased Period of Restotation, in any one occurrence	$	50,000
Newly Acquired Premises - Extra Expense, in any one occurrence	$	50,000
Number of Days: 120		
Undescribed Premises - Extra Expense, in any one occurrence	$	50,000
Claims Data Expense - Extra Expense, in any one occurrence	$	25,000
Limited Fungus, Wet Rot and Dry Rot Coverage - Extra Expense 30 days		
Fine Arts, in any one occurrence	$	1,000,000
Fire Department Service Charge / Fire Protective Equipment Discharge		Included
Green Building - Direct Damage:		
Green Building Alternatives - Increased Cost, in any one occurrence	$	50,000
Green Building Alternatives - Increased Period of Restoration: 30 days		
Increased Cost Percentage		5%
Green Building Reengineering and Recertification Expense, in any one occurrence	$	25,000

Limited Fungus, Wet Rot and Dry Rot Coverage - Direct Damage, per occurrence	$ 15,000
Aggregate, per policy year	$ 100,000
Mobile/Contractors Equipment, in any one occurrence	$ 5,000,000
Newly Acquired Contractors Equipment, in any one occurrence	$ 100,000
Equipment Rental Expense, in any one occurrence	$ 100,000
Musical Instruments, Athletic Equipment, Band & Athletic Uniforms, per occurrence	$ 1,000,000
Newly Constructed or Acquired Property, at any one building, in any one occurrence	$ 10,000,000
Number of Days: 90	
Ordinance or Law	
Loss to Undamaged Portion, in any one occurrence	$ 10,000,000
Demolition, in any one occurrence	Included
Increased Cost of Construction, in any one occurrence	Included
Outdoor Property including debris removal, in any one occurrence	$ 1,000,000
Trees, shrubs and plants (maximum per item)	$ 1,000
Personal effects of students/employees for perils except theft	
Student	$ 1,500
Employee	$ 3,000
In any one occurrence	$ 100,000
Pollutant Cleanup and Removal - Direct Damage, aggregate in any one policy year	$ 100,000
Preservation of Property	Included
Protection of Property	Included
Errors and Omissions, in any one occurrence	$ 1,000,000
Utility Services - Direct Damage, including Boiler and Machinery, per occurrence	$ 500,000
Valuable Papers & Records	$ 1,000,000
Terrorism - TRIA	Policy Limit

S · O · R · S · A
SCHOOLS OF OHIO RISK SHARING AUTHORITY

PROPOSAL SUMMARY

GENERAL LIABILITY AND EDUCATORS LEGAL LIABILITY

COVERAGES		LIMIT OF LIABILITY (Primary and Excess)
I. General Liability - Occurrence Form		
Bodily Injury and Property Damage per Occurrence		$ 15,000,000
Personal Injury/Advertising Liability per Occurrence		$ 15,000,000
Products/Completed Operations per Occurrence		$ 15,000,000
Employers Stop Gap Liability		
Bodily Injury by Accident, Each Accident		$ 15,000,000
Bodily Injury by Disease, Each Employee		$ 15,000,000
Bodily Injury by Disease, Policy Limit		$ 15,000,000
General Annual Aggregate		$ 17,000,000
Fire Legal Liability		$ 500,000
Medical Payments, Per Person / Each Accident		$10,000/$25,000
Employee Benefits Liability		$ 15,000,000
Retroactive Date	2/1/2002	
Deductible		$ -
General Liability Premium:		$ 53,738
II. Educators Legal Liability - Claims Made Form		
Wrongful Acts Coverage Per Occurrence		$ 15,000,000
Wrongful Acts Coverage Aggregate		$ 15,000,000
Deductible		$ 10,000
Retroactive Date	2/1/2002	

Educators Legal Liability Premium is Included in General Liability Premium

Terms, Conditions, Exclusions, Subject To's

General Liability includes coverage for Sexual Molestation and Law Enforcement Liability
Trampoline Exclusion applies
Absolute Pollution, Asbestos and Lead Exclusions apply
Toxic Mold/Fungus Exclusion applies
Known Injury Exclusion applies
UM/UIM Excluded Excess of $1,000,000
Continuous claims made coverage has been carried since retro date shown above and that all known incidents and losses have been reported to current carriers(s).

S · O · R · S · A
SCHOOLS OF OHIO RISK SHARING AUTHORITY

PROPOSAL SUMMARY

AUTOMOBILE LIABILITY AND PHYSICAL DAMAGE

III. Automobile Liability	LIMIT OF LIABILITY (Primary and Excess)
Bodily Injury & Property Damage - per Occurrence (including Owned/Hired/Non-Owned)	$ 15,000,000
Medical Payments - Per Person / Each Accident	$10,000/$25,000
Uninsured/Underinsured Motorist	$1,000,000 Aggregate
Garagekeepers	ACV ($250,000 maximum)
Deductible	$ -
Automobile Liability Premium:	$ 25,400

Physical Damage	
Other than Collision	Actual Cash Value*
Collision	Actual Cash Value*
Deductible	$ 2,500
Automobile Physical Damage Premium:	$ 3,151

Terms, Conditions, and Exclusions

Contracted Buses Exclusion applies

This Quotation is based on

50 Buses
18 Other Vehicles
4 Trailers

***For buses 5 years or newer, the value will be determined at Replacement Cost. For buses over 5 years, the value will be determined at the Actual Cash Value as if the bus is 5 years newer.**

CYBER COVERAGE

Tier, Limits and Deductible determined by cyber affidavit

Cyber Premium:	DECLINED

VIOLENCE COVERAGE

Violence Premium:	$ 617

Total Premium	$ 238,691

S · O · R · S · A

SCHOOLS OF OHIO RISK SHARING AUTHORITY

Order to Bind Coverage Form

MEMBER NAME: Brecksville Broadview Heights City School District

TERM: 7/1/2026 to 7/1/2027

Total Property Limit	Total Liability Limit	Total Premium
$209,282,323	$15,000,000	$238,691

TRIA Coverage - Terrorism Risk Insurance Act is included

Member Signature: _____

Agent's Signature: _____

Agency Name: CF Risk & Insurance

S · O · R · S · A
SCHOOLS OF OHIO RISK SHARING AUTHORITY

PREMIUM INVOICE

Contract Number: SD-018Q

Member Name: Brecksville Broadview Heights City School District
Address: 6638 Mill Rd.
City: Brecksville **State:** OH **Zip Code:** 44141

Inception: July 1, 2026 12:01 a.m.
Expiration: July 1, 2027 12:01 a.m.

LINE OF BUSINESS	CONTRIBUTION
Property	153,192
General Liability/ ELL	53,738
Auto Physical Damage	3,151
Auto Liability	25,400
Crime	2,593
Cyber	DECLINED
Violence	617
TOTAL DUE:	238,691

Please remit check to:

Schools of Ohio Risk Sharing Authority
814 N. Locust Street, Suite 3
Ottawa, OH 45875

Additional payment instructions on the following page.
Payment due within 30 days of effective date

S · O · R · S · A
SCHOOLS OF OHIO RISK SHARING AUTHORITY

PAYMENT INSTRUCTIONS

1. ACH Credit – Initiated by you and credited to our account.
2. Check Payment

1 ACH CREDIT

We authorize your organization, a valid SORSA Member, to initiate debit entries and, if necessary, adjustments for any credit entries in error to our account or accounts listed below.

FINANCIAL INSTITUTION NAME: Superior Federal Credit Union
BANK TRANSIT / ABA NUMBER: 241279616 (if ACH) call Verhoff & Co 419-523-5447 (if Wire)
ACCOUNT NUMBER: 1410000110656 .
TYPE OF ACCOUNT (Check One): _X_ Checking ____ Savings

The Authority is to remain in full force until SORSA provides written notification of its termination in such timely manner as to afford Member a reasonable opportunity to act on it.

NAME (Printed) Randal J. Verhoff

DATE _____ SIGNATURE _____

2 CHECK PAYMENT

Mail to:
Schools of Ohio Risk Sharing Authority
c/o Verhoff & Company LLC
814 N. Locust Street, Suite #3
Ottawa, OH 45875

Return this form to:

Verhoff & Company LLC
814 N. Locust Street, Suite #3
Ottawa, OH 45875
Ph: (419) 523-5447 Fax: (419) 523-6447
zac@verhoffcpa.com

Payment due within 30 days of effective date

Why choose **CFC cyber?**

Find out why CFC's market-leading cyber insurance products are trusted by over 100,000 businesses around the globe to help protect them against cyber risk.

Broad cyber coverage

Covering a range of attacks and incidents, including:

- **Unlimited reinstatements with nil deductible,** where you'll pay either none, or only single deductible, no matter how many cyber incidents we respond to.
- **Proactive cyber attack prevention** contractually embedded into the insurance product as a world first.
- **Business interruption** includes full limits for systems failure events, lost or missed bids, data recreation cover and emergency continuity costs.
- **Interim payments** for business interruption losses prior to the final adjustment.
- **Extensive crime coverage,** including invoice manipulation, theft of client funds and physical goods.
- **Affirmative coverage** for AI, contingent bodily injury, extortion response costs and more.

Largest in-house incident response and claims team

- **+200 incident response experts** situated around the globe to offer 24x7x365 support.
- **Specifically trained** to triage, remediate and recover businesses from cyber attacks.
- **Regionally specialized claims team** —who have a deep understanding of your local jurisdiction.

Cyber attack prevention services—as standard

Working to protect you from cyber attacks—helping to prevent a claim, before it happens.

- Starts the day you bind, working throughout the policy period.
- Included as standard, at no extra cost.
- Using a range of advanced cyber security tools and technology to identify threats and alert you to those that matter.

99.1% cyber claims acceptance rate*

- Giving you the confidence and peace of mind that your largest business risk will be covered.
- Providing you with a comprehensive product that covers what it says it will.

25 years' cyber experience

- As one of the **longest running cyber providers,** you can trust we work to put your business first.
- The largest in-house cyber team in the market, who offer a **streamlined and efficient process** from underwriting and cyber security to incident response and claims.

Based on the last 12 months of cyber claims.

Note: Incident response services are provided by an affiliate of CFC Underwriting Ltd, trading under the name CFC Response.

Cyber attack prevention and remediation

A CFC cyber policy offers protective services working to help prevent attacks from happening in the first place. If an incident does occur, our expert technical team will help get you back online, fast.

Proactive cyber attack prevention

Working to protect you from cyber incidents.

We supplement your existing cyber security programme by assessing your businesses' attack surface to understand what we're protecting. Then work around the clock, seeking to identify threats and risks that could impact your businesses—only alerting you to those threats that matter.

Using a range of advanced cyber security tools:

Threat intelligence

We partner with government and private threat intelligence organizations to receive and **analyze information about cyber threats** targeting your business.

Threat hunting

Our cyber threat analysts **actively search the dark web** and hacker forums for compromised customer credentials and any other malicious activity.

Vulnerability scanning

We actively **scan insureds for known vulnerabilities** and cyber risks that have a high correlation to claims.

Real-time claims data

We use our own proprietary claims data to help **identify attack trends** and potential threats.

Expert incident response and cyber claims

Helping to get you back online, fast.

If we alert you to malicious activity in your system, or you notify us of something, our in-house team are trained to:

Triage

Once notified, **we'll be in touch within 15 mins*** to assess the situation and identify the necessary resources to address the incident.

Contain

Our team of cyber security engineers, forensic specialists and incident responders will **contain and remediate the incident**. If needed, we'll partner with third-party specialists.

Recover

Once contained, our incident response and claims team work closely together to rebuild systems, reconstitute data and **get your business back up and running.**

Response app

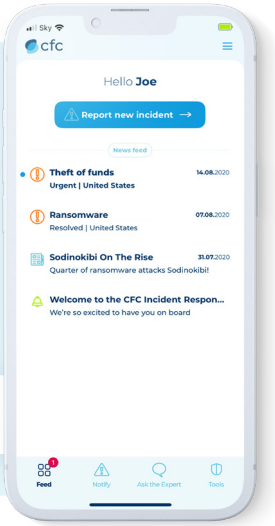
Our award-winning mobile app offers free exclusive cyber security tools and access to technical support 24/7. Helping you get the most out of our preventative and responsive cyber services.

- **Most secure line of communication** with our expert cyber security team.
- Fastest **way to alert us** of an incident.
- Receive personalized critical **cyber threat alerts.**

Download today to get the most out of your cyber policy.

GET IT ON Google Play

Download on the App Store



*For notifications that come through our app, Response or via phone.

Note: Incident response services are provided by an affiliate of CFC Underwriting Ltd, trading under the name CFC Response.

The insurance hereby evidenced is written by an approved nonlicensed insurer in the State of Ohio and is not covered in case of insolvency by the Ohio Insurance Guaranty Association.

INDICATION OF TERMS

REFERENCE NUMBER:	7359780
COMPANY NAME:	Brecksville-Broadview Heights City School District
TOTAL PAYABLE:	USD20,015.00
Premium breakdown:	
Cyber & Privacy:	USD19,440.00
TRIA:	USD0.00
Policy Administration Fee:	USD575.00

Ohio Premium:	$19,440
Fees:	$575
Surplus Lines Tax:	$1,000.75
TOTAL:	$21,015.75

BUSINESS OPERATIONS:	School District
LEGAL ACTION:	Worldwide
TERRITORIAL SCOPE:	Worldwide
AGGREGATE DEDUCTIBLE:	USD25,000.00 in the aggregate
REPUTATIONAL HARM PERIOD:	12 months
INDEMNITY PERIOD:	12 months
TIME FRANCHISE:	8 hours
WORDING:	Cyber Proactive Response v4.0
ENDORSEMENTS:	Complaints Notice (USA) Policyholder Disclosure Notice Of Terrorism Insurance Coverage Amwins Special Amendatory Clause
SUBJECTIVITIES:	This quote is subject to the following being provided by the stated deadline: 1. Full details of the surplus lines broker, including name, company name, address, license number, state of filing and expiry date. (prior to binding) 2. Satisfactory confirmation that you have downloaded & registered our incident response mobile app, details of which can be found with your policy documents. (30 days post binding) 3. Confirmation multi-factor authentication is enabled and enforced for all remote access to the network (including all RDP ports). Not applicable if no remote access is allowed & not applicable to students. (prior to binding)
POLICY PERIOD:	12 months
DATE OF ISSUE:	15 Jun 2026
OPTIONAL EXTENDED REPORTING PERIOD:	12 months for 100% of applicable annualized premium
SECURITY:	Certain underwriters at Lloyd's and other insurers
UNDERWRITER:	Elliot Everson

©1999-2026 CFC Underwriting Limited. All rights reserved.

ADDITIONAL NOTES:

THIS INDICATION OF TERMS IS ONLY VALID FOR 30 DAYS FROM THE DATE OF ISSUE

PLEASE REFER TO THE FOLLOWING PAGES FOR A FULL BREAKDOWN OF LIMITS, RETENTIONS AND APPLICABLE CLAUSES

©1999-2026 CFC Underwriting Limited. All rights reserved.

DECLARATIONS

INSURING CLAUSE 1: CYBER INCIDENT RESPONSE

SECTION A: INCIDENT RESPONSE COSTS

Limit of liability:	USD2,000,000	each and every claim

SECTION B: LEGAL AND REGULATORY COSTS

Limit of liability:	USD2,000,000	each and every claim

SECTION C: IT SECURITY AND FORENSIC COSTS

Limit of liability:	USD2,000,000	each and every claim

SECTION D: CRISIS COMMUNICATION COSTS

Limit of liability:	USD2,000,000	each and every claim

SECTION E: PRIVACY BREACH MANAGEMENT COSTS

Limit of liability:	USD2,000,000	each and every claim

SECTION F: THIRD PARTY PRIVACY BREACH MANAGEMENT COSTS

Limit of liability:	USD2,000,000	each and every claim

SECTION G: POST BREACH REMEDIATION COSTS

Limit of liability:	USD50,000	each and every claim, subject to a maximum of 10% of all sums **we** have paid as a direct result of the **cyber event**

INSURING CLAUSE 2: CYBER CRIME

NO COVER GIVEN

INSURING CLAUSE 3: CYBER EXTORTION

Limit of liability:	USD2,000,000	each and every claim

INSURING CLAUSE 4: SYSTEM DAMAGE AND BUSINESS INTERRUPTION

SECTION A: SYSTEM DAMAGE AND RECTIFICATION COSTS

Limit of liability:	USD2,000,000	each and every claim

SECTION B: HARDWARE REPLACEMENT COSTS

Limit of liability:	USD2,000,000	each and every claim

©1999-2026 CFC Underwriting Limited. All rights reserved.

SECTION C: INCOME LOSS AND EXTRA EXPENSE

Limit of liability:	USD2,000,000	each and every claim

SECTION D: EMERGENCY AND ADDITIONAL OPERATIONAL CONTINUITY COSTS

Limit of liability:	USD100,000	each and every claim

SECTION E: VOLUNTARY AND REGULATORY SHUTDOWN

Limit of liability:	USD2,000,000	each and every claim

SECTION F: DEPENDENT BUSINESS INTERRUPTION

Limit of liability:	USD2,000,000	each and every claim

SECTION G: CONSEQUENTIAL REPUTATIONAL HARM

Limit of liability:	USD2,000,000	each and every claim

SECTION H: LOST OR MISSED BIDS

Limit of liability:	USD2,000,000	each and every claim

SECTION I: CLAIM PREPARATION COSTS

Limit of liability:	USD25,000	each and every claim

INSURING CLAUSES 5 AND 7 - 9 COMBINED

Aggregate limit of liability:	USD2,000,000	in the aggregate

INSURING CLAUSE 5: NETWORK SECURITY & PRIVACY LIABILITY

SECTION A: NETWORK SECURITY LIABILITY

Aggregate limit of liability:	USD2,000,000	in the aggregate, including **costs and expenses**

SECTION B: PRIVACY LIABILITY

Aggregate limit of liability:	USD2,000,000	in the aggregate, including **costs and expenses**

SECTION C: MANAGEMENT LIABILITY

Aggregate limit of liability:	USD2,000,000	in the aggregate, including **costs and expenses**

SECTION D: REGULATORY FINES, PENALTIES AND INVESTIGATION COSTS

Aggregate limit of liability:	USD2,000,000	in the aggregate, including **costs and expenses**

©1999-2026 CFC Underwriting Limited. All rights reserved.

SECTION E: PCI FINES, PENALTIES AND ASSESSMENTS

Aggregate limit of liability:	USD2,000,000	in the aggregate, including **costs and expenses**

SECTION F: CONTINGENT BODILY INJURY

Aggregate limit of liability:	USD250,000	in the aggregate, including **costs and expenses**

INSURING CLAUSE 6: CRIMINAL REWARD COVER

Limit of liability:	USD100,000	each and every claim

INSURING CLAUSE 7: MEDIA LIABILITY

SECTION A: DEFAMATION

Aggregate limit of liability:	USD2,000,000	in the aggregate, including **costs and expenses**

SECTION B: INTELLECTUAL PROPERTY RIGHTS INFRINGEMENT

Aggregate limit of liability:	USD2,000,000	in the aggregate, including **costs and expenses**

INSURING CLAUSE 8: TECHNOLOGY ERRORS AND OMISSIONS

NO COVER GIVEN

INSURING CLAUSE 9: COURT ATTENDANCE COSTS

Aggregate limit of liability:	USD100,000	in the aggregate

©1999-2026 CFC Underwriting Limited. All rights reserved.

OUR REGULATORY STATUS

CFC Underwriting Limited is authorised and regulated by the United Kingdom Financial Conduct Authority (FCA). CFC Underwriting Limited's Firm Reference Number at the FCA is 312848. These details may be checked by visiting the Financial Conduct Authority website at https://register.fca.org.uk/. Alternatively, the Financial Conduct Authority may be contacted on +44 (0)20 7066 1000.

We are covered by the Financial Services Compensation Scheme (FSCS). You may be entitled to compensation from the scheme if we cannot meet our obligations to you in respect of insurance policies that we have underwritten on behalf of insurers. This depends on the type of business and the circumstances of the claim. In respect of general insurance business the FSCS will cover 90% of the claim, without any upper limit and for compulsory classes of insurance, the FSCS will cover 100% of the claim, without any upper limit. Further information about compensation scheme arrangements is available from the FSCS.

HOW TO COMPLAIN - USA

We intend to provide an excellent service to you. However, we recognize that there may be occasions when you feel that this has not been achieved. If you are unhappy with any aspect of the service that you receive from us, please contact CFC stating the nature of your complaint, the certificate and/or claim number.

You can contact us directly at complaints@cfc.com or please write to:

Chief Executive Officer
CFC Underwriting Limited
11th Floor, 8 Bishopsgate
London EC2N 4BQ
United Kingdom

If you remain dissatisfied after we have considered your complaint and provided our response, you may have the right to refer your complaint to the Department of Insurance in your State for review.

You will be provided with further information about your complaint escalation rights to the Department of Insurance in your State by us on receipt of your complaint.

The existence of this complaints procedure does not affect your right to commence a legal action or an alternative dispute resolution proceeding in accordance with your contractual rights.

©1999-2026 CFC Underwriting Limited. All rights reserved.

DATA PROTECTION NOTICE

We collect and use relevant information about you to provide you with your insurance cover or the insurance cover that benefits you and to meet our legal obligations. Where you provide us or your agent or broker with details about other people, you must provide this notice to them.

The information we collect and use includes details such as your name, address and contact details and any other information that we collect about you in connection with the insurance cover from which you benefit. This information may include more sensitive details such as information about your health and any criminal convictions you may have.

In certain circumstances, we may need your consent to process certain categories of information about you (including sensitive details such as information about your health and any criminal convictions you may have). Where we need your consent, we will ask you for it separately. You do not have to give your consent and you may withdraw your consent at any time. However, if you do not give your consent, or you withdraw your consent, this may affect our ability to provide the insurance cover from which you benefit and may prevent us from providing cover for you or handling your claims.

The way insurance works means that your information may be shared with, and used by, a number of third parties in the insurance sector for example, insurers, agents or brokers, reinsurers, loss adjusters, sub-contractors, regulators, law enforcement agencies, fraud and crime prevention and detection agencies and compulsory insurance databases. We will only disclose your personal information in connection with the insurance cover that we provide and to the extent required or permitted by law.

We will process individual insured's details, as well as any other personal information you provide to us in respect of your insurance cover, in accordance with our privacy notice and applicable data protection laws.

To enable us to use individual insured's details in accordance with applicable data protection laws, we need you to provide those individuals with certain information about how we will use their details in connection with your insurance cover.

You agree to provide to each individual insured this notice, on or before the date that the individual becomes an individual insured under your insurance cover or, if earlier, the date that you first provide information about the individual to us.

We are committed to using only the personal information we need to provide you with your insurance cover. To help us achieve this, you should only provide to us information about individual insureds that we ask for from time to time.

You have rights in relation to the information we hold about you, including the right to access your information. If you wish to exercise your rights, discuss how we use your information or request a copy of our full privacy notice, please contact us directly at dataprotection@cfc.com.

For more information about how we use your personal information please see our full privacy notice, which is available online on our website at:

http://www.cfc.com/privacy

©1999-2026 CFC Underwriting Limited. All rights reserved.

OTHER COSTS, FEES AND CHARGES

A Policy Administration Fee may be charged by CFC Underwriting Limited for administration costs incurred by it for its role in the distribution of this policy. Any applicable Policy Administration Fee:

a. is separate from and in addition to the premium stated in the Declarations page;

b. is not subject to any tax that would otherwise be applied to the premium; and

c. constitutes a separate agreement between the Insured stated in the Declarations page and CFC Underwriting Limited which will come into effect upon inception of the policy.

If a Policy Administration Fee is applicable then it will be deemed fully earned upon inception of this policy and it will not be refundable in the event this policy is cancelled in accordance with the terms and conditions of this policy

©1999-2026 CFC Underwriting Limited. All rights reserved.

POLICYHOLDER DISCLOSURE NOTICE OF TERRORISM INSURANCE COVERAGE

ATTACHING TO POLICY NUMBER: N/A
THE INSURED: Brecksville-Broadview Heights City School District
WITH EFFECT FROM: -

Coverage for acts of terrorism is included in your policy. You are hereby notified that under the Terrorism Risk Insurance Act, as amended in 2015, the definition of act of terrorism has changed. As defined in Section 102(1) of the Act: The term "act of terrorism" means any act or acts that are certified by the Secretary of the Treasury—in consultation with the Secretary of Homeland Security, and the Attorney General of the United States—to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

Under your coverage, any losses resulting from certified acts of terrorism may be partially reimbursed by the United States Government under a formula established by the Terrorism Risk Insurance Act, as amended. However, your policy may contain other exclusions which might affect your coverage, such as an exclusion for nuclear events. Under the formula, the United States Government generally reimburses 85% through 2015; 84% beginning on January 1, 2016; 83% beginning on January 1, 2017; 82% beginning on January 1, 2018; 81% beginning on January 1, 2019 and 80% beginning on January 1, 2020, of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage.

The Terrorism Risk Insurance Act, as amended, contains a $100 billion cap that limits U.S. Government reimbursement as well as insurers' liability for losses resulting from certified acts of terrorism when the amount of such losses exceeds $100 billion in any one calendar year. If the aggregate insured losses for all insurers exceed $100 billion, your coverage may be reduced.

The portion of your annual premium that is attributable to coverage for acts of terrorism is USD0.00 and does not include any charges for the portion of losses covered by the United States government under the Act.

SUBJECT OTHERWISE TO THE TERMS AND CONDITIONS OF THE POLICY

©1999-2026 CFC Underwriting Limited. All rights reserved.

AMWINS SPECIAL AMENDATORY CLAUSE

ATTACHING TO POLICY NUMBER: N/A
THE INSURED: Brecksville-Broadview Heights City School District
WITH EFFECT FROM: -

It is understood and agreed that the following amendments are made to the Declarations page:

1. The "OPTIONAL EXTENDED REPORTING PERIOD" is deleted in its entirety.

2. If the limits of liability for **INSURING CLAUSE 2** (**SECTIONS A-G** and **J** only) are lesser than USD500,000 then the limit of liability for **INSURING CLAUSE 2** (**SECTION K** only) is deleted in its entirety and replaced with the following:

Limit of liability:	USD500,000	each and every claim

3. The following **SECTION** is added to **INSURING CLAUSE 4**:

   SECTION: NON-TECH DEPENDENT BUSINESS INTERRUPTION

Limit of liability:	USD1,000,000	each and every claim

4. The following **SECTIONS** are added to **INSURING CLAUSE 5**:

   SECTION: CORRECTIVE ACTION PLAN COSTS

Aggregate limit of liability:	USD50,000	in the aggregate

   WRONGFUL COLLECTION AND USE OF PERSONAL DATA AND DATA PRIVACY REGULATORY INVESTIGATIONS SECTIONS COMBINED

Aggregate limit of liability:	USD50,000	in the aggregate, including **costs and expenses**

   SECTION: WRONGFUL COLLECTION AND USE OF PERSONAL DATA

Aggregate limit of liability:	USD50,000	in the aggregate, including **costs and expenses**

   SECTION: DATA PRIVACY REGULATORY INVESTIGATION

Aggregate limit of liability:	USD50,000	in the aggregate, including **costs and expenses**

It is further understood and agreed that the following amendments are made to this Policy:

1. **INSURING CLAUSE 1** (**SECTION B** only) is deleted in its entirety and replaced with the following:

   SECTION B: LEGAL AND REGULATORY COSTS

©1999-2026 CFC Underwriting Limited. All rights reserved.

We agree to pay on **your** behalf any reasonable sums necessarily incurred by **you**, or on **your** behalf, as a direct result of a **cyber event** first discovered by **you** during the **period of the policy** to:

However, cover under this Section is only provided in the event the fraudulent electronic communications are as a direct result of the **third party** compromising the **company's** network security.

a. obtain legal advice to determine the correct course of action;

b. draft **privacy breach** notification letters, substitute notices, website notices or e-mail notification templates;

c. notify any appropriate governmental, regulatory, law enforcement, professional or statutory body;

d. notify any **third party** entities that **you** are obliged to inform of the **cyber event**;

e. respond to any **regulatory investigation**; and

f. defend any regulatory actions.

2. Part c. of **INSURING CLAUSE 1** (**SECTION C** only) is deleted in its entirety and replaced with the following:

   a. conduct a forensic investigation of **your computer systems** (including costs incurred to preserve evidence of criminal activity or malicious activity) where reasonable and necessary or as required by law or a regulatory body (including a requirement for a PCI Forensic Investigator);

3. Parts a. and b. of **INSURING CLAUSE 2** (**SECTION A** only) are deleted in their entirety and replaced with the following:

   a. any unauthorized electronic transfer of company funds from a bank or payment processor;

   b. theft of the company's money or other financial assets from a bank or payment processor by electronic means;

4. The following paragraph is added to **INSURING CLAUSE 2** (**SECTION A** only):

   However, **we** will not make any payment under this Section for any cryptoasset, including cryptocurrency, utility tokens, securities token or ecosystem tokens.

5. In **INSURING CLAUSE 3**, the words "**We** agree to pay on behalf of the **company** any ransom in response to an extortion demand made against **you** and first discovered by **you** during the **period of the policy** as a direct result of any actual or threat of:" are deleted in their entirety and replaced with the following:

   "**We** agree to pay on behalf of the **company** any ransom (including ransoms paid in fiat currency, cryptocurrency or in the form of

©1999-2026 CFC Underwriting Limited. All rights reserved.

tangible property) in response to an extortion demand made against **you** and first discovered by **you** during the **period of the policy** as a direct result of any actual or threat of:"

6. The following **SECTION** is added to **INSURING CLAUSE 4**:

   SECTION: NON-TECH DEPENDENT BUSINESS INTERRUPTION

   We agree to reimburse **you** for **your income loss** and **extra expense** sustained during the **indemnity period** as a direct result of an interruption to your **business operations** arising directly out of any sudden, unexpected and continuous outage of computer systems used directly by a **non-tech supply chain partner** first discovered by **you** during the **period of the policy**, provided that the computer systems downtime lasts longer than the **time franchise** and arises directly out of any **cyber event**, **system failure** or **operator error**.

7. The following **SECTIONS** are added to **INSURING CLAUSE 5**:

   SECTION: CORRECTIVE ACTION PLAN COSTS

   We agree to pay on **your** behalf any reasonable sums necessarily incurred by **you**, or on **your** behalf, with **our claims manager** resulting from a **regulatory investigation** arising as a direct result of a **cyber event** first discovered by **you** during the period of the policy for the following services to complete a corrective action plan agreed between **you** and the Office for Civil Rights:

   a. develop a Health Insurance Portability and Accountability Act (HIPAA) of 1996 compliant information security document set;

   b. complete a HIPAA compliance audit;

   c. complete an information security risk assessment; or

   d. implement a security awareness training program.

   SECTION: WRONGFUL COLLECTION AND USE OF PERSONAL DATA

   We agree to pay on **your** behalf all sums which **you** become legally obliged to pay (including the establishment of any consumer redress fund and associated expenses) as a result of any **claim** first made against **you** during the **period of the policy** arising directly out of any non-compliance with any **data privacy regulation**.

   We will also pay **costs and expenses** on **your** behalf.

   SECTION: DATA PRIVACY REGULATORY INVESTIGATION

   We agree to pay on **your** behalf any fines and penalties resulting from a **regulatory investigation** first initiated against **you** during the **period of the policy** arising as a direct result of any non-compliance with any **data privacy regulation**.

   We will also pay **costs and expenses** on **your** behalf.

©1999-2026 CFC Underwriting Limited. All rights reserved.

7. The following parts e, f and g are added to **INSURING CLAUSE 7** (**SECTION B** only):

    e. infringement of logo;

    f. infringement of metatag; or

    g. improper deep-linking or framing.

8. The following **DEFINITIONS** are added:

    "Non-tech supply chain partner" means

    any **third party** that provides **you** with goods or services under a written contract.

    "Non-tech supply chain partner" does not mean a **supply chain partner**.

    "Data privacy regulation" means

    any law or regulation in any jurisdiction relating to the collection, control, processing or transfer of personal data.

9. Part b. of the **DEFINITION** of **"Indemnity period"** is deleted in its entirety and replaced with the following:

    b. the downtime of computer systems used directly by a **supply chain partner** or **non-tech supply chain partner**;

10. The first paragraph of the **DEFINITION** of **"Media content"** is deleted in its entirety and replaced with the following:

    any content created or disseminated by **you** or on **your** behalf, including but not limited to user generated content and content disseminated through books, magazines, brochures, social media, billboards, websites, mobile applications, television and radio.

11. The "**DEFINITION** of "**Senior executive officer**" is deleted in its entirety and replaced with the following:

    "Senior executive officer" means

    Chief Executive Officer, Chief Financial Officer, Chief Information Security Officer and the Insurance Risk Manager of the **company** or any individual performing the functional equivalents of these positions in the **company**.

12. The following is added to the **DEFINITION** of **"Supply chain partner"**:

    "Supply chain partner" does not mean non-tech **supply chain partner**.

13. The second paragraph of the **"System failure" DEFINITION** is deleted in its entirety and replaced with the following:

    However, in respect of **INSURING CLAUSE 4** (**SECTION F** and the **NON-TECH DEPENDENT BUSINESS INTERRUPTION SECTION** only),

©1999-2026 CFC Underwriting Limited. All rights reserved.

"system failure" also means any sudden, unexpected and continuous downtime of computer systems used directly by a **supply chain partner** or **non-tech supply chain partner** which renders them incapable of supporting their normal business function and is caused by an application bug, an internal network failure or hardware failure.

14. The following are added to the **EXCLUSIONS RELATING TO ALL INSURING CLAUSES**:

    Cyber events

    in respect of the **WRONGFUL COLLECTION AND USE OF PERSONAL DATA** and **DATA PRIVACY REGULATORY INVESTIGATIONS SECTIONS** of **INSURING CLAUSE 5** only, arising directly out of any **cyber event**.

    Data privacy regulations

    arising directly or indirectly out of any **data privacy regulation**.

    However, this Exclusion will not apply to the **WRONGFUL COLLECTION AND USE OF PERSONAL DATA** and **DATA PRIVACY REGULATORY INVESTIGATION SECTIONS** of **INSURING CLAUSE 5**.

15. The following paragraph is added to the "Core infrastructure failure" **EXCLUSION**:

    However, this Exclusion will not apply to the infrastructure stated in parts a.- c. above where under **your** direct operational control.

16. The following is added to the "Unlawful surveillance" **EXCLUSION**:

    However, this Exclusion will not apply to the **WRONGFUL COLLECTION AND USE OF PERSONAL DATA SECTION** only of **INSURING CLAUSE 5** .

17. In paragraph 1 of the "What you must do in the event of a circumstance which could give rise to a claim" **CONDITION**, the words "**INSURING CLAUSES 7** and **8**" are deleted in their entirety and replaced with "**INSURING CLAUSES 7**, **8** and the **WRONGFUL COLLECTION AND USE OF PERSONAL DATA** and **DATA PRIVACY REGULATORY INVESTIGATION SECTIONS** of **INSURING CLAUSE 5**".

18. The first part e. in the "What you must do if an incident takes place" **CONDITION** is deleted in its entirety and replaced with the following:

    e. in respect of **INSURING CLAUSES 5**, **7** and **8**, not admit liability for or settle or make or promise any payment or incur any **costs and expenses** without **our** prior written agreement (which will not be unreasonably withheld). However, **your** compliance with the requirements of a data privacy regulation will not be considered an admission of liability.

19. The final paragraph of the "Terrorism" **EXCLUSION** is deleted in its entirety and replaced with the following:

©1999-2026 CFC Underwriting Limited. All rights reserved.

However, this Exclusion does not apply to a **cyber event** affecting **your computer systems**, a **supply chain partner's** or a **non-tech supply chain partner's** computer systems.

20. Where “80%” and “20%” are stated in the “Agreement to pay claims” **CONDITION**, they are deleted in their entirety and replaced with “90%” and “10%” respectively.

21. The "Cancellation” **CONDITION** is deleted in its entirety and replaced with the following:

    This Policy may be canceled with 30 days written notice by **you**.

    If **you** give **us** notice of cancellation, the return **premium** will be in proportion to the number of days that the Policy is in effect. However, if **you** have made a claim under this Policy there will be no return **premium**.

    We reserve the right of cancellation in the event that any amount due to **us** by **you** remains unpaid more than 60 days beyond the **inception date**. If **we** exercise this right of cancellation it will take effect from 30 days after the date the written notice of cancellation is issued.

    The Policy Administration Fee will be deemed fully earned upon inception of the Policy.

22. Where “60 days” and “60 day” are referred to in the “Extended reporting period” **CONDITION**, they are deleted in their entirety and replaced with “90 days” and “90 day” respectively.

23. The “Optional extended reporting period” **CONDITION** is deleted in its entirety and replaced with the following:

    Optional extended reporting period

    If **we** or **you** decline to renew or cancel this Policy then **you** will have the right to have issued an endorsement providing an optional extended reporting period for any of the following durations:

    a. 12 months for 100% of the **premium**;

    b. 24 months for 160% of the **premium**; or

    c. 36 months for 180% of the **premium**.

    This optional extended reporting period will take effect from the cancellation or non-renewal date and will cover, subject to all other terms, conditions and exclusions of this Policy:

    a. any **claim** first made against **you** and reported to **us** during this optional extended reporting period, provided that the **claim** arises out of any act, error or omission committed prior to the date of cancelation or non-renewal; and

    b. any **cyber event**, **loss** or **system failure** first discovered by **you** during this optional extended reporting period, provided

©1999-2026 CFC Underwriting Limited. All rights reserved.

that the **cyber event**, **loss** or **system failure** occurred during the **period of the policy**.

If **you** would like to purchase the optional extended reporting period **you** must notify **us** and pay **us** the optional extended reporting period premium stated in the first a., b. and c. above within 30 days of cancelation or non-renewal.

The right to the optional extended reporting period will not be available to **you** where cancellation or non-renewal by **us** is due to non-payment of the **premium** or **your** failure to pay any amounts in excess of the applicable **policy limit** and **incident response limit** or within the amount of the applicable **deductible** as is required by this Policy in the payment of claims.

At the renewal of this Policy, **our** quotation of different **premium**, **deductible**, limits of liability or changes in policy language will not constitute non-renewal by **us**.

24. Where "20%" is stated in the "Mergers and acquisitions" **CONDITION**, it is deleted in its entirety and replaced with "25%".

25. The "Supply chain interruption events" **CONDITION** is deleted in its entirety and replaced with the following:

    Supply chain interruption events

    In respect of **INSURING CLAUSE 4** (**SECTION F** and the **NON-TECH DEPENDENT BUSINESS INTERRUPTION SECTION** only), it is a condition precedent to liability under this Policy that **you** submit to **us** a written report from the **supply chain partner** or **non-tech supply chain partner** confirming the root cause and length of the outage.

26. Where "final adjudication" is stated anywhere throughout this Policy, it is deleted in its entirety and replaced with "final and non-appealable adjudication".

SUBJECT OTHERWISE TO THE TERMS AND CONDITIONS OF THE POLICY

©1999-2026 CFC Underwriting Limited. All rights reserved.

PARTICIPATION AGREEMENT

This Participation Agreement (the "Agreement") is made between the Schools of Ohio Risk Sharing Authority ("SORSA"), an Ohio corporation not for profit, and Brecksville-Broadview Heights City School District (the "District"), a school district as defined in Title 33 of the Ohio Revised Code of the State of Ohio or a data acquisition site organized pursuant to Chapter 167 of the Ohio Revised Code, effective as of the first day of July 1, 2026 but actually executed on the 24 day of June, 20 26 (the "Execution Date").

I. RECITALS

a. The purposes of SORSA are to provide a joint self-insurance pool and to assist members, including the District, to prevent and reduce losses and injuries to property and persons, which might result in claims being made against members of SORSA, including the District, or their employees or officers.

b. The District wishes to avail itself of the advantages offered by SORSA to its members. Therefore, it is the intent of the District to join with other school districts or data acquisition sites as members of SORSA, which will administer a joint self-insurance pool and use funds contributed by the members to defend and indemnify, in accordance with SORSA's Articles of Incorporation, Code of Regulations, policies and procedures and coverage documents, any member of SORSA against stated liability or loss, to the limits as outlined in the coverage documents. It is also the intent of the District, as a member of SORSA, to have SORSA provide continuing stability and availability of needed coverages at reasonable costs.

c. This Agreement is made pursuant to the authority granted pursuant to Sections 3313.201, 2744.08, 2744.081, and 3955.05 of the Ohio Revised Code.

II. DEFINITIONS

As used in this Agreement, the following terms shall have the meaning assigned to them as follows:

"Administration Costs" shall mean all costs of administering SORSA's program.

"Anniversary Date" shall mean the 1st day of July of each year.

"Deductible" shall mean that portion of each loss to be paid directly by the District, or paid by SORSA and reimbursed by the District.

"Excess Insurance" shall mean commercial insurance or reinsurance purchased by SORSA to provide all or part of the coverages shown on Exhibit A hereto.

"Insurance Costs" shall mean the District's share, as established from time to time by SORSA, of the costs of Excess Insurance, and other insurance (if any), purchased to provide all or part of the property and liability coverages shown on Exhibit A hereto.

"Loss Fund" shall mean the fund established by SORSA to provide for the payment of the losses in excess of the Deductible.

"Loss Fund Contribution" shall mean the District's share, as established from time to time by SORSA, of the costs of funding a loss fund which is a component of the joint self-insurance pool.

"Termination Date" shall mean June 30, 2027.

III. THE DISTRICT'S OBLIGATIONS

Subject to the provisions of this Agreement regarding withdrawal and expulsion, the District agrees to become a member of SORSA and to remain such for the term of this Agreement, and to perform the duties and obligations listed below.

The District further agrees:

a. To pay promptly all annual and supplementary contributions or other contributions to SORSA as more fully set forth in Article VI hereof, at such times and in such amount as shall be established by the Board of Directors of SORSA (the "Board"). Any delinquent payment shall be paid with interest which shall be equivalent to the prime interest rate on the date of delinquency of the bank which invests a majority of the SORSA funds. Payment will be considered delinquent 30 days following the due date.

b. To designate a voting representative and alternate in accordance with SORSA's Code of Regulations.

c. To allow SORSA and its agents, officers and employees reasonable access to all facilities of the District and all District records, including but not limited to financial records, as required for the administration of SORSA.

d. To allow attorneys designated by SORSA to represent the District in the investigation, settlement and litigation of any claim made against the member within the scope of loss protection furnished by SORSA.

e. To cooperate fully with SORSA's attorneys, claims adjustors and any other agent, employee or officer of SORSA in activities relating to the purposes and powers of SORSA.

f. To follow the loss reduction and prevention procedures established by SORSA.

g. To report to SORSA as promptly as possible all incidents or occurrences which could reasonably be expected to result in SORSA being required to consider a claim against the District, its agents, officers or employees or for casualty losses to District property within the scope of coverages undertaken by SORSA.

h. To report to SORSA as soon as reasonably possible the addition of new programs and facilities or the significant reduction or expansion of existing programs and facilities or other acts which will cause material changes in the member's exposure to accidental loss.

i. To provide SORSA annually, or more frequently if requested, with information necessary to establish program costs.

j. To participate in coverage of losses and to pay contributions as established and in the manner set forth by the Board.

IV. SORSA'S OBLIGATIONS

Subject to the provisions of this Agreement regarding the District's withdrawal or expulsion, SORSA agrees to accept the District as a member for the term of this Agreement, and to perform the duties and obligations set forth below.

SORSA further agrees:

a. To carry out educational and other programs relating to risk management.

b. To provide the coverages shown on Exhibit A, by creating, collecting funds for, and administering loss funds; by purchasing insurance policies; by making provision by other appropriate means of funding such coverages; or by employing any combination of the above methods.

c. To establish reasonable and necessary loss reduction and prevention procedures to be followed by the members.

d. To provide risk management and claim adjustment or to contract for such services, including the defense and settlement of such claims.

e. To carry out such other activities as are necessarily implied or required to carry out SORSA's purposes or the specific powers enumerated herein.

V. PROGRAM DESCRIPTION

a. Coverages.

(i) The District agrees to accept all lines of coverage provided by SORSA as shown on Exhibit A.
(ii) Once a line of coverage is provided to the District by SORSA, the line of coverage must continue to be provided for by SORSA until the Termination Date.

b. Structure of Program. For the term of this Agreement, SORSA intends to provide the insurance coverages shown on Exhibit A by establishing, purchasing and maintaining:

(i) Loss Fund
(ii) Excess Insurance

The amounts necessary to fund the Loss Fund will be established annually by the Board, with the advice of its insurance and actuarial advisors. The Board intends to purchase insurance policies to provide Excess Insurance.

c. Modification of Program. Notwithstanding the above, the Board may modify the program structure from time to time if it determines, in its discretion, that a modification is in the best interests of the program and the members.

VI. DISTRICT'S CONTRIBUTIONS

The District's share of the cost of funding, operating and maintaining the joint self-insurance pool shall consist of all the following:

a. its Deductible for each loss;
b. its annual Loss Fund Contribution;
c. its annual Insurance Costs; and
d. its annual Administration Costs.

The District understands that the cost components set forth in items a. through d., above, represent the methods chosen as of the date of this Agreement to cover the risks specified therein, and that, during the term of this Agreement, any or all of such methods may change (for example, an insurance policy may be replaced by a form of self insurance). However, it is intended that the risks presently covered shall continue to be covered, whichever method is chosen, unless such coverage is no longer legally available or is no longer available at a reasonable cost.

The District further understands that its share of the cost has been computed by SORSA's insurance and actuarial advisors based on various factors, and that its share may change in the future if relevant factors change. However, any changes in the District's share shall not be computed or applied in a discriminatory manner.

VII. TERM OF AGREEMENT: WITHDRAWAL BY DISTRICT

Subject to the provisions of this Article, this Agreement shall become effective as of the 1st day of July, 2026 and shall terminate as of the Termination Date.

During the term of this Agreement, there is no right to withdraw by either party during the term of the Agreement. Except as provided in Article VIII, this Agreement is not cancelable by either party during the term of the Agreement.

Upon the final dissolution of SORSA, any funds which remain, unencumbered, after all claims and all other SORSA obligations have been paid shall be distributed only to the districts which are members of SORSA immediately prior to its dissolution. If the District is a member of SORSA immediately prior to its dissolution, the District's share of such remaining funds shall be determined by multiplying a fraction, the numerator of which is the total sum of Loss Fund Contributions paid by the District pursuant to this Participation Agreement and the denominator of which is the total sum of Loss Fund Contributions paid by all districts which are members of SORSA immediately prior to its dissolution, times the amount of remaining funds.

VIII. EXPULSION

a. By a two-thirds (2/3) vote of the Board, the District may be expelled. Such expulsion, which shall take effect sixty (60) days after such vote, may be carried out for one or more of the following reasons, to the extent such reasons are consistent with then current Ohio statutes or regulations:

    (i) Failure to undertake or continue loss reduction and prevention procedures adopted by SORSA.

    (ii) Failure to allow SORSA reasonable access to all facilities and records of the District necessary for proper administration of SORSA.

    (iii) Failure to fully cooperate with SORSA's attorneys, claims adjusters or other agent, employee or officer of SORSA.

    (iv) Failure to carry out any obligation of the District which impairs the ability of SORSA to carry out its purpose or powers.

    (v) Any other reason permitted by Ohio statute or regulation.

b. Anything in this Article VIII to the contrary notwithstanding, the District may be expelled without a vote of the Board if it fails to make any payment to SORSA when due.

c. The District may not be expelled except after notice from SORSA of the alleged failure along with the reasonable opportunity of not less than thirty (30) days to cure the alleged failure. The District may request a hearing before the Board before any final decision, which shall be held within fifteen (15) days after the

expiration of the time to cure has passed. A representative of SORSA shall present the case for expulsion to the Board. The District affected may present its case. A decision by the Board to expel the District after notice and hearing and failure to cure the alleged defect shall be final and shall take effect sixty (60) days after the decision to expel is approved by the Board. After expulsion, the District shall be liable for any unpaid contributions, including Loss Fund Contributions, or other charges pro rata to the effective date of expulsion, and shall not be entitled to reimbursement of contributions that are to be paid or that shall become payable in the future.

IX. NON-WAIVER OF GOVERNMENTAL OR OTHER IMMUNITY

All funds contained within the joint self-insurance pool plus earned interest are funds derived from its members which are school districts within the State of Ohio, as that term is defined in Title 33 of the Ohio Revised Code. It is the intent of the District that, by entering into this Agreement, it does not waive and is not waiving any immunity provided to the District or its employees by any law.

X. MISCELLANEOUS

a. Notices. All notices, approvals, consents, requests and other communications hereunder shall be in writing and shall be deemed to have been given when delivered or mailed by first class mail, addressed as follows:

If to the District: Craig Yaniglos
6638 Mill Road, Brecksville, OH 44141

If to SORSA:
Schools of Ohio Risk Sharing Authority, Inc.
Attn: Executive Director
555 Metro Place North, Suite 645
Dublin, Ohio 43017

b. Electronic Transmission: SORSA agrees to accept and act upon instructions or directions pursuant to this Agreement sent by unsecured means including e-mail, facsimile transmission or other similar electronic methods of communication ("Electronic Means"), provided, however, that the instructions or directions shall be sent by an authorized officer of the District. If the District elects to give SORSA instructions by Electronic Means and SORSA in its discretion elects to act upon such instructions, SORSA's understanding of such instructions shall be deemed controlling. SORSA shall not be liable for any losses, costs or expenses arising directly or indirectly from SORSA's reliance upon and compliance with such instructions. The District agrees to assume all risks arising out of the use of such Electronic Means to submit instructions and directions to SORSA, including without limitation the risk of SORSA acting on authorized instructions

The District and SORSA may, by notice given hereunder, designate any further or different addresses to which subsequent notices, approvals, consents, requests or other communications shall be sent or persons to whose attention the same shall be directed, but no such communication shall thereby be required to be sent to more than two addresses.

b. Amendments, Changes and Modifications. This Agreement may not be amended, changed, modified, altered or terminated except by an instrument in writing signed by the District and SORSA.

c. Severability. In the event that any article, provision, clause or other part of this Agreement should be held invalid or unenforceable by a court of competent jurisdiction, such invalidity or unenforceability shall not affect the validity or enforceability with respect to other articles, provisions or clauses.

d. Governing Law. This Agreement shall be deemed to be a contract made under the laws of the State of Ohio and for all purposes shall be governed by and construed in accordance with the laws of the State of Ohio.

IN WITNESS WHEREOF, the District and SORSA have executed this Agreement as of the date first above written.

SCHOOLS OF OHIO RISK SHARING AUTHORITY, INC.

_____
Thomas D. Strup, Executive Director

Brecksville-Broadview Heights City School District
_____
SCHOOL DISTRICT, OHIO

_____
Authorized School District Representative

Summary of Coverages

PROPERTY AND INLAND MARINE

GENERAL LIABILITY

AUTOMOBILE LIABILITY AND PHYSICAL DAMAGE

SCHOOL OFFICIALS ERRORS AND OMISSIONS LIABILITY

CRIME AND EMPLOYEE DISHONESTY

COMPREHENSIVE BOILER AND MACHINERY AND EQUIPMENT BREAKDOWN

VIOLENCE COVERAGE

CYBER LIABILITY (IF SELECTED)

Note: Please refer to policy on file for specific limits, terms, conditions, and exclusions.

Brecksville-Broadview Heights

2026

July 1, 2025

Cuyahoga County Budget Commission
Attention: Robin Pitts-Lynch
1219 Ontario Street
Cleveland, Ohio 44113

Dear Robin,
Brecksville-Broadview Heights City Schools requests an amended Certificate of Estimated Resources reflecting changes in the following funds:"

FUND NUMBER Description	Unencumbered Balance	RESOLUTION 2026-53 "Taxes" from:	RESOLUTION 2026-XX REQUESTED "TAXES" TO:	RESOLUTION 2026-53 "Other Sources" from:	RESOLUTION 2026-XX REQUESTED "OTHER SOURCES TO:	AMD #1 Increase/ (Decrease)	TOTAL RESOURCES
General Fund							
001 General Fund	$ 18,979,572.97	$ 48,152,686.00	$ 48,186,676.58	$ 9,937,215.56	$ 10,921,030.90	$ 1,017,805.92	$ 78,087,280.45
Special Revenue Funds							
018	$ 182,298.86			$ 87,157.77	$ 79,951.42	$ (7,206.35)	$ 262,250.28
019	$ 190,639.24			$ 161,871.25	$ 205,353.58	$ 43,482.33	$ 395,992.82
035	$ 1,860,171.01			$ 100,000.00	$ -	$ (100,000.00)	$ 1,860,171.01
300	$ 307,367.72			$ 801,903.10	$ 641,235.69	$ (160,667.41)	$ 948,603.41
401	$ 13,393.36			$ 187,041.84	$ 168,658.44	$ (18,383.40)	$ 182,051.80
451	$ 3,727.71			$ 3,000.00	$ 3,000.00	$ -	$ 6,727.71
499	$ 26,253.31			$ 56,500.00	$ 64,005.50	$ 7,505.50	$ 90,258.81
516	$ (4,832.58)			$ 812,211.50	$ 810,243.15	$ (1,968.35)	$ 805,410.57
551	$ -			$ 18,939.78	$ 18,901.78	$ (38.00)	$ 18,901.78
572	$ (295.83)			$ 260,916.70	$ 260,834.70	$ (82.00)	$ 260,538.87
584	$ (1,282.30)			$ 25,083.59	$ 24,393.28	$ (690.31)	$ 23,110.98
587	$ -			$ 22,595.05	$ 22,595.05	$ -	$ 22,595.05
590	$ (5,607.44)			$ 100,526.77	$ 95,410.60	$ (5,116.17)	$ 89,803.16
599	$ -			$ -	$ -	$ -	$ -
Debt Service							
002 Debt Service	$ 4,404,006.30	$ 2,906,000.00	$ 3,274,010.51	$ -	$ -	$ 368,010.51	$ 7,678,016.81
Capital Projects Funds							
003	$ 1,043,817.29	$ 1,868,300.00	$ 1,854,485.28	$ 125,000.00	$ 115,103.99	$ (23,710.73)	$ 3,013,406.56
004	$ 2,379,131.49			$ 116,000.44	$ 157,839.86	$ 41,839.42	$ 2,536,971.35
070	$ 6,383,000.00	$ -	$ -	$ 75,000.00	$ 75,000.00	$ -	$ 6,458,000.00
Enterprise Funds							
006	$ 672,829.68			$ 1,546,154.58	$ 1,454,579.23	$ (91,575.35)	$ 2,127,408.91
009	$ 455,797.18			$ 295,765.90	$ 311,696.70	$ 15,930.80	$ 767,493.88
013	$ 90,000.00			$ 10,000.00	$ 20,000.00	$ 10,000.00	$ 110,000.00
020	$ 769,682.34			$ 427,235.76	$ 540,472.80	$ 113,237.04	$ 1,310,155.14
Internal Service Funds							
014	$ 102,345.70			$ 434,123.19	$ 407,200.33	$ (26,922.86)	$ 509,546.03
Agency Funds							
200	$ 222,912.50			$ 462,833.02	$ 313,190.36	$ (149,642.66)	$ 536,102.86
Private Purpose Funds							$ -
007	$ 158,256.02			$ 89,535.00	$ 158,691.80	$ 69,156.80	$ 316,947.82
Custodial Funds							$ -
026	$ -			$ 93,560,530.64	$ 82,971,895.08	$ (10,588,635.56)	$ 82,971,895.08
	$ 38,233,184.53	$ 52,926,986.00	$ 53,315,172.37	$ 109,717,141.44	$ 99,841,284.24	$ (9,487,670.83)	$ 191,389,641.14

The reason for the increase/decrease in Estimated Resources:

Original Total Resources	$ 200,877,311.97
Revised Total Resources	$ 191,389,641.14
Total Difference	$ (9,487,670.83)

Thank You,

Craig Yaniglos
Fiscal Officer
Brecksville-Broadview Heights

FUND	BEGINNING ESTIMATED RESOURCES	AMENDMENT #1 10.13.25	AMENDMENT #2 2.25.26	AMENDMENT #3 6.24.26	RESOURCE MODIFICATION AMD 3
001	$ 73,633,951.81	$ 75,818,502.91	$ 77,069,474.53	$ 78,087,280.45	$ 1,017,805.92
					$ -
Special Revenue Funds					$ -
018	$ 243,098.86	$ 246,059.52	$ 269,456.63	$ 262,250.28	$ (7,206.35)
019	$ 369,639.24	$ 344,759.24	$ 352,510.49	$ 395,992.82	$ 43,482.33
035	$ 1,960,171.01	$ 1,960,171.01	$ 1,960,171.01	$ 1,860,171.01	$ (100,000.00)
300	$ 1,059,967.72	$ 1,068,640.07	$ 1,109,270.82	$ 948,603.41	$ (160,667.41)
401	$ 163,393.36	$ 194,070.41	$ 200,435.20	$ 182,051.80	$ (18,383.40)
451	$ 6,427.71	$ 6,627.71	$ 6,727.71	$ 6,727.71	$ -
499	$ 26,253.31	$ 26,253.31	$ 82,753.31	$ 90,258.81	$ 7,505.50
516	$ 800,000.00	$ 804,989.07	$ 807,378.92	$ 805,410.57	$ (1,968.35)
551	$ 15,000.00	$ 18,651.21	$ 18,939.78	$ 18,901.78	$ (38.00)
572	$ 200,000.00	$ 258,517.03	$ 260,620.87	$ 260,538.87	$ (82.00)
584	$ 20,000.00	$ 20,007.93	$ 23,801.29	$ 23,110.98	$ (690.31)
587	$ 20,000.00	$ 22,606.70	$ 22,595.05	$ 22,595.05	$ -
590	$ 70,000.00	$ 78,659.88	$ 94,919.33	$ 89,803.16	$ (5,116.17)
599	$ -	$ -	$ -		$ -
Debt Service					$ -
002	$ 7,221,842.04	$ 7,310,006.30	$ 7,310,006.30	$ 7,678,016.81	$ 368,010.51
Capital Projects Funds					$ -
003	$ 3,119,229.49	$ 3,037,117.29	$ 3,037,117.29	$ 3,013,406.56	$ (23,710.73)
004	$ 2,439,131.49	$ 2,484,131.49	$ 2,495,131.93	$ 2,536,971.35	$ 41,839.42
070	$ 6,383,000.00	$ 6,383,000.00	$ 6,458,000.00	$ 6,458,000.00	$ -
Enterprise Funds					$ -
006	$ 2,168,829.68	$ 2,214,799.91	$ 2,218,984.26	$ 2,127,408.91	$ (91,575.35)
009	$ 745,234.98	$ 745,234.98	$ 751,563.08	$ 767,493.88	$ 15,930.80
013	$ 100,000.00	$ 100,000.00	$ 100,000.00	$ 110,000.00	$ 10,000.00
020	$ 1,196,854.10	$ 1,196,854.10	$ 1,196,918.10	$ 1,310,155.14	$ 113,237.04
Internal Service Funds					$ -
014	$ 531,487.70	$ 531,487.70	$ 536,468.89	$ 509,546.03	$ (26,922.86)
Agency Funds					$ -
200	$ 630,404.62	$ 639,417.96	$ 685,745.52	$ 536,102.86	$ (149,642.66)
Private Purpose Funds					$ -
007	$ 247,731.02	$ 247,791.02	$ 247,791.02	$ 316,947.82	$ 69,156.80
Custodial Fund					$ -
026	$ -	$ 93,560,530.64	$ 93,560,530.64	$ 82,971,895.08	$ (10,588,635.56)
TOTALS	$ 103,371,648.14	$ 199,318,887.39	$ 200,877,311.97	$ 191,389,641.14	$ (9,487,670.83)

FUND	BEGINNING APPROPRIATIONS	NEW APPROPRIATIONS 10.13.25	NEW APPROPRIATIONS 2.25.26	NEW APPROPRIATIONS 6.24.26	BUDGET MODIFICATION 6.24.26
001	$ 57,615,336.38	$ 57,765,960.04	$ 57,995,022.57	$ 57,934,127.41	$ (60,895.16)
					$ -
Special Revenue Funds					$ -
018	$ 34,760.00	$ 41,020.00	$ 54,020.00	$ 51,199.75	$ (2,820.25)
019	$ 244,538.30	$ 266,941.29	$ 270,803.02	$ 268,850.84	$ (1,952.18)
035	$ -	$ 576,179.78	$ 635,514.19	$ 533,794.46	$ (101,719.73)
300	$ 666,263.94	$ 714,533.86	$ 728,883.04	$ 649,361.81	$ (79,521.23)
401	$ 150,000.00	$ 177,822.05	$ 184,998.65	$ 176,841.36	$ (8,157.29)
451	$ 2,900.00	$ 2,900.00	$ 2,900.00	$ -	$ (2,900.00)
499	$ -	$ 24,772.31	$ 82,753.31	$ 90,258.81	$ 7,505.50
516	$ 800,000.00	$ 804,989.07	$ 805,410.57	$ 805,410.57	$ -
551	$ 15,000.00	$ 18,651.21	$ 18,939.78	$ 18,901.78	$ (38.00)
572	$ 200,000.00	$ 258,517.03	$ 260,620.87	$ 260,538.87	$ (82.00)
584	$ 20,000.00	$ 20,007.93	$ 23,801.29	$ 23,110.98	$ (690.31)
587	$ 20,000.00	$ 22,606.70	$ 22,595.05	$ 22,595.05	$ -
590	$ 70,000.00	$ 78,659.88	$ 94,919.33	$ 89,803.16	$ (5,116.17)
599	$ -	$ -	$ -		$ -
Debt Service					$ -
002	$ 2,446,636.10	$ 2,446,636.10	$ 2,446,636.10	$ 2,446,636.10	$ -
Capital Projects Funds					$ -
003	$ 1,853,000.00	$ 2,149,490.49	$ 2,133,468.49	$ 3,010,296.24	$ 876,827.75
004	$ 2,200,000.00	$ 2,219,720.00	$ 2,219,720.00	$ 2,433,715.10	$ 213,995.10
070	$ -	$ -	$ 4,075.00	$ 326,024.00	$ 321,949.00
Enterprise Funds					$ -
006	$ 1,852,258.38	$ 1,853,505.20	$ 1,857,472.75	$ 1,632,534.33	$ (224,938.42)
009	$ 299,535.56	$ 312,712.56	$ 309,712.56	$ 309,599.26	$ (113.30)
013	$ -	$ -	$ -	$ -	$ -
020	$ 352,932.79	$ 393,516.42	$ 396,098.72	$ 400,306.26	$ 4,207.54
Internal Service Funds					$ -
014	$ 421,142.00	$ 423,174.21	$ 423,174.21	$ 393,911.21	$ (29,263.00)
Agency Funds					$ -
200	$ 364,947.66	$ 343,171.63	$ 379,744.01	$ 290,856.83	$ (88,887.18)
Private Purpose Funds					$ -
007	$ 88,250.00	$ 122,525.00	$ 122,525.00	$ 119,324.85	$ (3,200.15)
Custodial Fund					$ -
026	$ -	$ 90,187,500.00	$ 90,194,299.06	$ 74,617,889.93	$ (15,576,409.13)
TOTALS	$ 69,717,501.11	$ 161,225,512.76	$ 161,668,107.57	$ 146,905,888.96	$ (14,762,218.61)

Brecksville-Broadview Heights
2026
July 1, 2025

E BEING AMENDED , DO NOT INCLUDE APPROP

Fund Number	Fund	FY26 Appropriations 6/25/2025 2025-84 2026	Amendment #1 10/13/2025 2025-135 2026	Amendment #2 2/25/2026 2026-53 2026	Amendment #3 06/24/2026 Enter Resolution Number 2026	Grand Total Appropriations 2026
001	General Fund	$ 57,615,336.38	$ 150,623.66	$ 229,062.53	$ (60,895.16)	$ 57,934,127.41
Special Revenue Funds						
018	Public School Fund	$ 34,760.00	$ 6,260.00	$ 13,000.00	$ (2,820.25)	$ 51,199.75
019	Other Grants Fund	$ 244,538.30	$ 22,402.99	$ 3,861.73	$ (1,952.18)	$ 268,850.84
035	Termination Benefits	$ -	$ 576,179.78	$ 59,334.41	$ (101,719.73)	
300	District Managed Student Activi	$ 666,263.94	$ 48,269.92	$ 14,349.18	$ (79,521.23)	$ 649,361.81
401	Auxiliary Services	$ 150,000.00	$ 27,822.05	$ 7,176.60	$ (8,157.29)	$ 176,841.36
451	Data Communications	$ 2,900.00	$ -	$ -	$ (2,900.00)	$ -
499	Miscellaneous State Grants	$ -	$ 24,772.31	$ 57,981.00	$ 7,505.50	$ 90,258.81
516	IDEA Part B Special Education	$ 800,000.00	$ 4,989.07	$ 421.50	$ -	$ 805,410.57
551	Title III - LEP	$ 15,000.00	$ 3,651.21	$ 288.57	$ (38.00)	$ 18,901.78
572	Title I - Disadvantaged Children/	$ 200,000.00	$ 58,517.03	$ 2,103.84	$ (82.00)	$ 260,538.87
584	Title IV	$ 20,000.00	$ 7.93	$ 3,793.36	$ (690.31)	$ 23,110.98
587	IDEA Preschool Grant for Handic	$ 20,000.00	$ 2,606.70	$ (11.65)	$ -	$ 22,595.05
590	Improving Teacher Quality	$ 70,000.00	$ 8,659.88	$ 16,259.45	$ (5,116.17)	$ 89,803.16
599	Miscellaneous Federal Grants	$ -	$ -			$ -
	Total Special Revenue Funds	**$ 2,223,462.24**	**$ 784,138.87**	**$ 178,557.99**	**$ (195,491.66)**	**$ 2,990,667.44**
Debt Servie Fund						
002	Bond Retirment	$ 2,446,636.10	$ -	$ -	$ -	$ 2,446,636.10
Captial Projects Funds						
003	Permanent Improvement	$ 1,853,000.00	$ 296,490.49	$ (16,022.00)	$ 876,827.75	$ 3,010,296.24
004	Building Fund	$ 2,200,000.00	$ 19,720.00	$ -	$ 213,995.10	$ 2,433,715.10
070	Capital Projects	$ -	$ -	$ 4,075.00	$ 321,949.00	
	Total Capital Projects	**$ 4,053,000.00**	**$ 316,210.49**	**$ (11,947.00)**	**$ 1,412,771.85**	**$ 5,770,035.34**
Enterprise Funds						
006	Food Service	$ 1,852,258.38	$ 1,246.82	$ 3,967.55	$ (224,938.42)	$ 1,632,534.33
009	Uniform School Supplies	$ 299,535.56	$ 13,177.00	$ (3,000.00)	$ (113.30)	$ 309,599.26
013	Blossom Field House	$ -	$ -	$ -	$ -	$ -
020	Special Enterprises Fund	$ 352,932.79	$ 40,583.63	$ 2,582.30	$ 4,207.54	$ 400,306.26
	Total Enterprise Funds	**$ 2,504,726.73**	**$ 55,007.45**	**$ 3,549.85**	**$ (220,844.18)**	**$ 2,342,439.85**
Internal Service Fund						
014	Internal Services Rotary Fund	$ 421,142.00	$ 2,032.21	$ -	$ (29,263.00)	$ 393,911.21
	Total Internal Service Funds	**$ 421,142.00**	**$ 2,032.21**	**$ -**	**$ (29,263.00)**	**$ 393,911.21**
Private Purpose Trust Fund						
007	Special Trust	$ 88,250.00	$ 34,275.00		$ (3,200.15)	$ 119,324.85
	Total Private Purpose Trust Fund	**$ 88,250.00**	**$ 34,275.00**	**$ -**	**$ (3,200.15)**	**$ 119,324.85**
Agency Funds						
200	Student Managed Activity	$ 364,947.66	$ (21,776.03)	$ 36,572.38	$ (88,887.18)	$ 290,856.83
	Total Agency Funds	**$ 364,947.66**	**$ (21,776.03)**	**$ 36,572.38**	**$ (88,887.18)**	**$ 290,856.83**
Custodial Fund						
026	Suburban Health Consortium	$ -	$ 90,187,500.00	$ 6,799.06	$ (15,576,409.13)	$ 74,617,889.93
	Total Custodial Funds	$ -	$ 90,187,500.00	$ 6,799.06	$ (15,576,409.13)	$ 74,617,889.93
	Grand Total - All Funds	**$ 69,717,501.11**	**$ 91,508,011.65**	**$ 442,594.81**	**$ (14,762,218.61)**	**$ 146,905,888.96**

Brecksville-Broadview Heights
2027
July 1, 2026

E BEING AMENDED , DO NOT INCLUDE APPROP

Fund Number	Fund	FY27 Appropriations 6/24/2026 2026-XX 2027	Amendment #1 Date Enter Resolution Number 2027	Amendment #2 Date Enter Resolution Number 2027	Amendment #3 Date Enter Resolution Number 2027	Grand Total Appropriations 2027
001	General Fund	$ 59,754,093.93				$ 59,754,093.93
Special Revenue Funds						
018	Public School Fund	$ 44,955.00				$ 44,955.00
019	Other Grants Fund	$ 131,000.00				$ 131,000.00
035	Termination Benefits	$ 500,000.00				
300	District Managed Student Activi	$ 811,710.61				$ 811,710.61
401	Auxiliary Services	$ 184,400.00				$ 184,400.00
451	Data Communications	$ 2,900.00				$ 2,900.00
499	Miscellaneous State Grants	$ -				$ -
516	IDEA Part B Special Education	$ 823,099.52				$ 823,099.52
551	Title III - LEP	$ 17,794.67				$ 17,794.67
572	Title I - Disadvantaged Children/	$ 256,349.67				$ 256,349.67
584	Title IV	$ 20,350.47				$ 20,350.47
587	IDEA Preschool Grant for Handic	$ 23,532.28				$ 23,532.28
590	Improving Teacher Quality	$ 72,710.10				$ 72,710.10
599	Miscellaneous Federal Grants	$ -				$ -
	Total Special Revenue Funds	**$ 2,888,802.32**	**$ -**	**$ -**	**$ -**	**$ 2,888,802.32**
Debt Servie Fund						
002	Bond Retirment	$ 2,451,636.10	$ -	$ -	$ -	$ 2,451,636.10
Captial Projects Funds						
003	Permanent Improvement	$ 1,246,678.51				$ 1,246,678.51
004	Building Fund	$ -				$ -
070	Capital Projects	$ -				
	Total Capital Projects	**$ 1,246,678.51**	**$ -**	**$ -**	**$ -**	**$ 1,246,678.51**
Enterprise Funds						
006	Food Service	$ 1,784,121.35				$ 1,784,121.35
009	Uniform School Supplies	$ 295,639.30				$ 295,639.30
013	Blossom Field House	$ -				$ -
020	Special Enterprises Fund	$ 359,542.85				$ 359,542.85
	Total Enterprise Funds	**$ 2,439,303.50**	**$ -**	**$ -**	**$ -**	**$ 2,439,303.50**
Internal Service Fund						
014	Internal Services Rotary Fund	$ 429,657.00				$ 429,657.00
	Total Internal Service Funds	**$ 429,657.00**		**$ -**	**$ -**	**$ 429,657.00**
Private Purpose Trust Fund						
007	Special Trust	$ 148,200.00				$ 148,200.00
	Total Private Purpose Trust Fund	**$ 148,200.00**	**$ -**	**$ -**		**$ 148,200.00**
Agency Funds						
200	Student Managed Activity	$ 55,765.86				$ 55,765.86
	Total Agency Funds	**$ 55,765.86**		**$ -**	**$ -**	**$ 55,765.86**
Custodial Fund						
026	Suburban Health Consortium	$ 112,168,459.92				$ 112,168,459.92
	Total Custodial Funds	$ 112,168,459.92				$ 112,168,459.92
	Grand Total - All Funds	**$ 181,582,597.14**	**$ -**	**$ -**	**$ -**	**$ 181,582,597.14**

Brecksville-Broadview Heights
2027

July 1, 2026

Cuyahoga County Budget Commission
Attention: Robin Pitts-Lynch
1219 Ontario Street
Cleveland, Ohio 44113

Dear Robin,

Brecksville-Broadview Heights requests an amended Certificate of Estimated Resources reflecting changes in the following funds:

Fund Number	Fund Description	2026-XX UNENCUMBERED BALANCE 7/1/26	Requested "Taxes" to	"Other Sources" from:	Requested "Other Sources" to	TOTAL RESOURCES
General Fund						
001	General Fund	$ 20,153,153.04	$ 48,902,216.40		$ 9,525,526.00	$ 78,580,895.44
Special Revenue Funds						
018	Public School Support	$ 211,050.53			$ 45,400.00	$ 256,450.53
019	Other Grants	$ 127,141.98			$ 179,000.00	$ 306,141.98
035	Termination Benefits	$ 1,326,376.55			$ 100,000.00	$ 1,426,376.55
300	District Managed Sports	$ 299,241.60			$ 827,800.00	$ 1,127,041.60
401	Auxiliary	$ 5,210.44			$ 184,400.00	$ 189,610.44
451	K-12 Connectivity	$ 6,727.71			$ 2,900.00	$ 9,627.71
499	Other State Grants	$ -			$ -	$ -
516	IDEA B	$ (692.86)			$ 823,792.38	$ 823,099.52
551	Title III	$ (100.00)			$ 17,894.67	$ 17,794.67
572	Title IA	$ (1,443.35)			$ 257,793.02	$ 256,349.67
584	Title IV	$ -			$ 20,350.47	$ 20,350.47
587	IDEA ECSE	$ -			$ 23,532.28	$ 23,532.28
590	Title IIA	$ (685.00)			$ 73,395.10	$ 72,710.10
599	Other Fed Grants	$ -			$ -	$ -
Debt Service						
002	Debt Service	$ 5,231,380.71	$ 2,908,451.16		$ -	$ 8,139,831.87
Capital Projects Funds						
003	Permanent Improvement	$ 3,110.32	$ 1,854,485.28		$ 100,000.00	$ 1,957,595.60
004	Building	$ 103,256.25			$ -	$ 103,256.25
070	Capital Projects	$ 6,131,976.00			$ -	$ 6,131,976.00
Enterprise Funds						
006	Enterprise	$ 494,874.58			$ 1,418,500.00	$ 1,913,374.58
009	Uniform Supply	$ 457,894.62			$ 289,408.75	$ 747,303.37
013	Blossom Field House	$ 110,000.00			$ 20,000.00	$ 130,000.00
020	Child Care	$ 909,848.88			$ 448,475.98	$ 1,358,324.86
Internal Service Funds						
014	Internal Service	$ 115,634.82			$ 430,557.00	$ 546,191.82
Agency Funds						
200	Agency	$ 245,246.03	$ -		$ 20,000.00	$ 265,246.03
Private Purpose Funds						
007	Trust	$ 197,622.97			$ 147,925.00	$ 345,547.97
Custodial Funds						
026	Suburban Health Consortium	$ 8,354,005.15		$ -	$ 112,095,000.00	$ 120,449,005.15
	TOTALS	$ 44,480,830.97	$ 53,665,152.84	$ -	$ 127,051,650.65	$ 225,197,634.46

The reason for the increase/decrease in Estimated Resources:

Thank You,

Treasurer/CFO
Brecksville-Broadview Heights