



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 25, 2025, 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 25, 2025 at 06:00 PM

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?



Nationally Recognized District of Excellence

www.bbhcsc.org

Connect with us!



@bbhcscd



@bbhschools

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

AREA	MEMBER
Legislative/OSBA liaison	Ellen Kramer
Cuyahoga Valley Career Center	Rachel Malec, Eva O'Mara (1 yr term)
Curriculum	Tish Kwiatkowski
Finance	Mark Dosen and Tish Kwiatkowski
Transportation	Mark Dosen
Board Policy	Lisa Galek and Ellen Kramer
BBH Schools Foundation	Tish Kwiatkowski
Safety	Eva O'Mara and Lisa Galek
Sustainability	Eva O'Mara and Ellen Kramer
PSO	Lisa Galek
Co-curricular/Extra-curricular	Tish Kwiatkowski and Lisa Galek
Permanent Improvement/Facilities	Mark Dosen and Ellen Kramer

4. Superintendent's Communications

A. Announcements and Presentations

1. End of Year Wrap Up
2. Hiring Status
3. KG Enrollment
4. State Budget Status and Ramifications
5. Community Newsletter

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



Nationally Recognized District of Excellence

www.bbhcsc.org

Connect with us!



@bbhcsc



@bbhschools

- A. Certified Recommendations
- B. Classified Recommendations
- C. Supplemental Recommendations
- D. 2025-2026 School Handbooks
- E. Check Register and Bank Reconciliation
- F. Donations

Name	Street	City, State, Zip	Building	Item	Amount
Julie Billiard Schools	4982 Clubside Road	Lyndhurst, OH 44124	High School	Amazon Gift Card for Thespian Troupe 1260 Theater Program	\$200.00
AAAA to Z Factory, Inc.	6111 Carey Drive	Independence, OH 44125	High School	Cash Donation to Girls Basketball Team	\$2,187.00
Kristen Kantounatakis	10125 Echo Hill Drive	Brecksville, OH 44141	Elementary School	Nimbo Posterior Walker	Est. Value \$185.00

- G. Minutes
 - Regular Board Meeting_05.28.2025_YouTube Recording
- H. Approval of Consent Agenda
- 8. Superintendent Recommendations
 - A. High School Chemistry Adoption
 - B. Jefferson County ESC Agreement
 - C. STEPS Educational Group Service Contract
 - D. Cleveland Clinic Lerner School for Autism Contract
 - E. United Cerebral Palsy Association Agreements
 - F. Sendero Therapies Agreement
 - G. ABA Outreach Services Agreement
 - H. High School OSU Stone Lab Trip
 - BBHHS AP Biology trip to the OSU Stone Lab - Gibraltar Island, OH - September 23-24, 2025.
 - I. High School OHSAA State Track & Field Trip
 - BBHHS Track Team - OSU Columbus, OH - June 6 & 7, 2025.
 - J. Tuition Paying Non-Resident Student
- 9. Treasurer Recommendations



Nationally Recognized District of Excellence

- A. FY25 Final Appropriations and Estimated Resources
- B. FY26 Appropriations and Certificate of Estimated Resources
- C. Property, Casualty, Liability, Crime and Cyber Insurance FY26
Cyber Policy the district is opting for Option 4.

LINE OF BUSINESS	CONTRIBUTION
Property	153,745
General Liability/ ELL	77,663
Auto Physical Damage	Included
Auto Liability	Included
Crime	2,590
Cyber	DECLINED
Violence	545
TOTAL DUE:	234,543

D. Pay to Participate Fees for the 2025-2026 School Year

	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

\$500 per student at the HS and \$300 per student at the MS.

Above is the total amount covered by the General Fund due to the caps being in place

- E. Transfer Request
10. Closing Items

- A. Announcements
The next regular meeting of the Board of Education is scheduled for July 16, 2025 at 6:00 PM.
All Board Meeting Dates can be found [HERE](#)
- B. Adjournment



Nationally Recognized District of Excellence

www.bbhcsc.org

Connect with us!



@bbhcscd



@bbhschools

FY25 CFO REPORT - MAY 2025

This report presents a comprehensive analysis of our financial performance for the 2025 fiscal year, comparing forecasted targets against actual projections. Our overall financial position remains favorable due to strategic operational efficiencies. Notably, our expenses are running \$198,335.56 below forecast, demonstrating effective cost management across departments. These combined factors contribute to a healthy projected cash balance of \$26.49 million anticipated by fiscal year-end on June 30, 2025.



by **Craig Yaniglos**

FUNDING
OUT

Revenue Stream Analysis

Real Estate Taxes

\$40,117,300 (70.8%)

- 100.01% of forecast
- Collected primarily in August and March

Other Revenue

\$8,909,463 (15.8%)

- Includes property tax allocations, restricted grants, and operating revenue
- Various collection patterns



Personal Tangible

\$2,870,620 (5.1%)

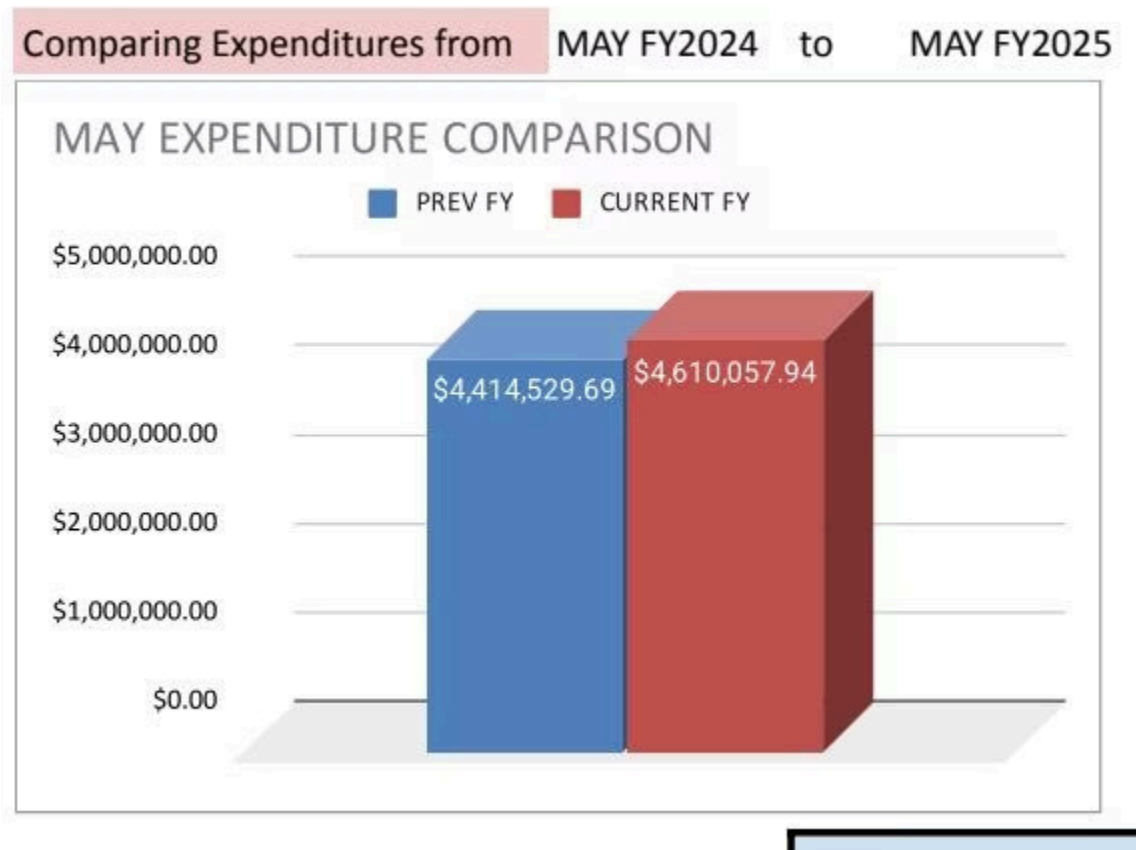
- 100.00% of forecast
- Collected in August and March

Unrestricted Grants

\$4,729,169 (8.3%)

- 92.86% of forecast
- Distributed monthly

Expense Management Performance



Our expense management shows a favorable variance of \$198,335.56 under forecast, with projected expenses of \$56,944,713.44 against a forecast of \$57,143,049.00. This positive outcome stems from several key operational factors:

1 Salary and Benefits Balance

Current year salaries remained essentially equal to last year's figures, providing stability in our largest expense category. However, benefit costs increased by approximately \$90,000, partially offsetting these savings.

2 Purchased Services Increase

Purchased services increased year-over-year by over \$100,000. Some of this variance is attributed to timing differences in expenditures. Despite this increase, we remain on target with our forecast for this category.



Effective expense management across departments has contributed to our favorable position relative to forecast.

Cash Balance Projections

Our fiscal year projections show a strong financial position despite modest cash reduction, providing substantial operational security.



Projected Change in Cash

We project a decrease to our cash balance of \$282,764.31 by the end of the fiscal year. Despite this reduction, our overall financial trajectory remains positive and manageable within our reserves.



Ending Cash Balance

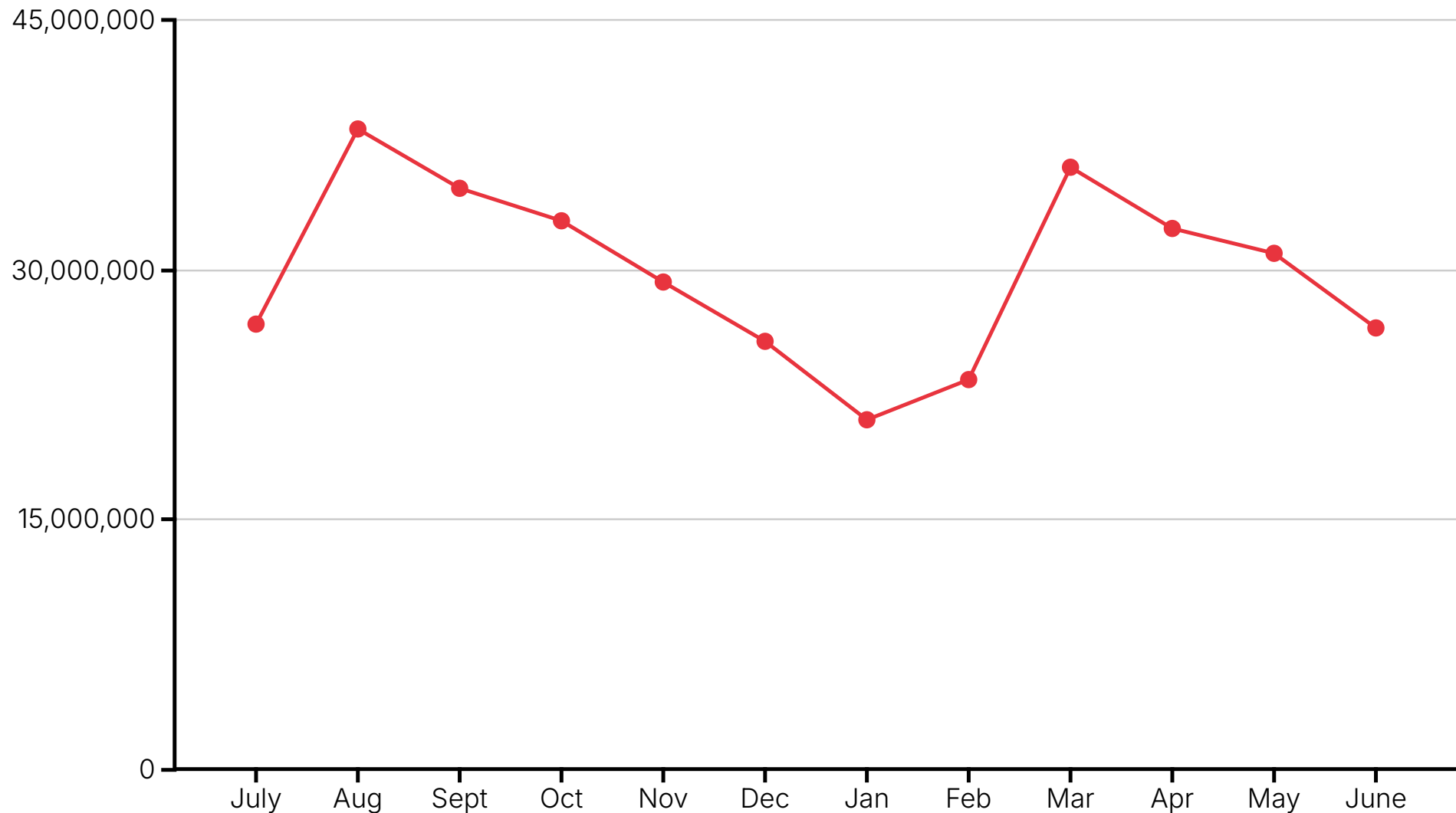
Our projected ending cash balance as of June 30, 2025, remains strong at \$26,493,983.35. This substantial reserve provides our organization with significant financial stability and flexibility for operations.



Days Cash

Our cash position represents approximately 171 days of operating cash. This strong position enables us to manage unexpected expenses and invest in strategic priorities as needed.

Monthly Cash Balance Trend Analysis

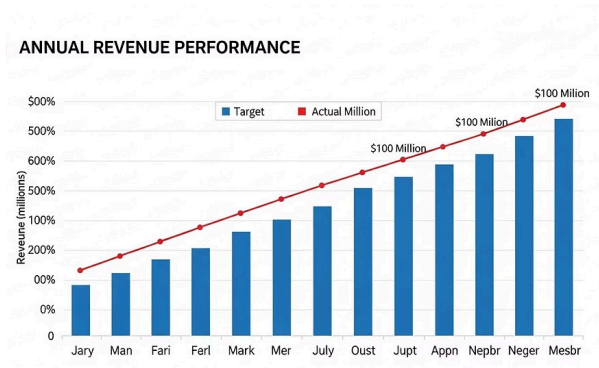


Our cash balance follows a predictable seasonal pattern throughout the fiscal year, characteristic of educational institutions' financial cycles. The fiscal year begins with a substantial increase from July (\$26.8M) to our highest point in August (\$38.4M), corresponding with primary tax collection periods. Following this peak, we experience a gradual decline through fall and early winter, reaching our lowest point in January (\$21.0M).

A significant recovery occurs in February-March, with March showing our second-highest balance (\$36.2M) after the spring tax collection period. The final quarter shows a steady decrease as we approach the end of the fiscal year, concluding at \$26.5M in June—remarkably close to our starting position, demonstrating effective fiscal management.

Understanding this cyclical pattern allows us to strategically time major expenditures and capital investments during periods of higher liquidity, while maintaining adequate operational reserves during lower cash months. This approach optimizes our financial resources while ensuring institutional stability throughout the year.

2025 Fiscal Year Performance Summary



99.8% Revenue Target

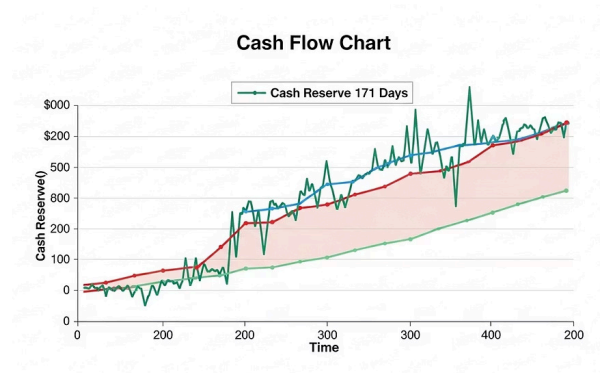
Strong performance across major revenue streams, exceeding expectations.

Despite modest cash reduction, our organization maintains exceptional financial health.



97.2% Expense Management

Effective cost controls implemented across all departments.

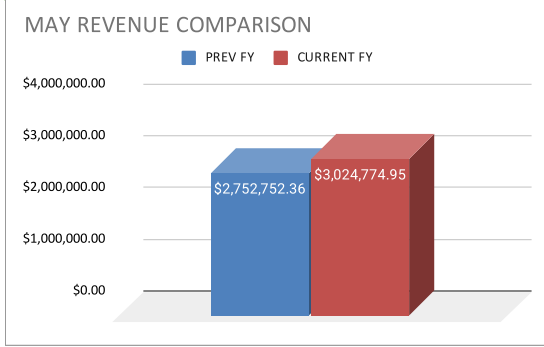


171 Days Cash

Exceptional liquidity position ensuring operational stability.

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	% of Forecast	JUN	PROJECTED TOTAL	FORECAST MAY 2025
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL				
BEGINNING CASH BALANCE	26,776,748	26,770,652	38,401,793	34,935,045	32,970,392	29,214,564	25,645,087	20,961,744	23,373,985	36,150,367	32,519,775		30,934,492		
RECEIPTS															
1.01 REAL ESTATE	3,437,937	14,706,507	0	0	0	0	834,000	6,100,000	15,038,857	0	0	100.01%	0	40,117,300	40,114,954
1.02 PERSONAL TANGIBLE	0	1,201,685	0	0	0	0	0	0	1,668,935	0	0	100.00%	0	2,870,620	2,870,620
1.035 UNRESTRICTED GRANTS-IN-AID	392,167	512,169	392,061	406,300	386,368	386,516	477,364	357,272	356,476	355,271	354,586	92.86%	352,620	4,729,169	4,712,872
1.04 RESTRICTED GRANTS-IN-AID	86,954	46,108	57,653	46,562	39,558	27,683	23,359	39,916	23,825	25,950	23,867	52.96%	629,195	1,070,631	833,456
1.05 PROPERTY TAX ALLOCATION	0	0	0	2,104,147	0	0	0	0	0	0	2,180,556	100.00%	0	4,284,704	4,284,704
1.06 ALL OTHER OPERATING REVENUE	311,089	439,802	446,502	285,422	231,174	236,043	156,296	266,612	433,150	239,983	465,766	100.27%	42,290	3,554,128	3,502,331
1.07 TOTAL REVENUE	4,228,147	16,906,271	896,216	2,842,431	657,100	650,243	1,491,019	6,763,799	17,521,242	621,204	3,024,775		1,024,105	56,626,552	56,318,937
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	15,797	16,420	0	0	0	0	3,180	0	0	0	0	101.14%	0	35,397	35,000
2.08 TOTAL REVENUE AND OTHER FINANCING	4,243,944	16,922,691	896,216	2,842,431	657,100	650,243	1,494,199	6,763,799	17,521,242	621,204	3,024,775	98.73%	1,024,105	56,661,949	56,353,937
TOTAL RECEIPTS PLUS CASH BALANCE	31,020,691	43,693,343	39,298,009	37,777,476	33,627,492	29,864,807	27,139,286	27,725,543	40,895,227	36,771,572	35,544,550	IDEAL	31,958,597	56,661,949	56,353,937
EXPENDITURES		3			Supplementals		3		Supplementals			91.00%	Supplementals		
3.01 PERSONAL SERVICES	2,219,407	3,496,681	2,649,689	3,205,828	2,905,023	2,671,838	4,454,029	2,756,177	2,845,912	2,636,607	2,673,540	91.30%	2,961,750	35,476,480	35,614,173
3.02 EMPLOYEES RETIREMENT/INSURANCE	1,002,860	1,020,158	1,056,983	1,123,327	1,079,547	1,071,108	1,208,467	1,087,646	1,092,024	1,137,168	1,090,237	91.25%	1,091,201	13,060,726	13,117,350
3.03 PURCHASED SERVICES	771,539	195,896	322,615	380,519	358,489	443,246	409,217	423,693	365,606	407,885	594,914	85.63%	563,148	5,236,768	5,457,744
3.04 SUPPLIES AND MATERIALS	180,468	125,462	324,175	82,646	63,966	26,057	90,783	75,361	62,269	63,583	241,642	89.01%	108,930	1,445,344	1,501,381
3.05 CAPITAL OUTLAY(INCL. REPLACEMENT)	28,527	470	1,075	5,784	306	2,262	262	0	0	2,625	1,415	53.41%	37,407	80,134	80,000
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	47,237	267,884	8,426	8,981	5,597	5,208	14,784	8,681	379,048	3,929	8,309	96.28%	2,176	760,261	787,401
5.01/2 TRANSFERS OUT AND ADVANCES OUT	0	185,000	0	0	0	0	0	0	0	0	0	31.62%	700,000	885,000	585,000
5.03 ALL OTHER FINANCING USES	0											0.00%			
5.02 TOTAL EXPENDITURES AND OTHER FINANCING	4,250,039	5,291,550	4,362,963	4,807,085	4,412,928	4,219,720	6,177,543	4,351,559	4,744,860	4,251,797	4,610,058	90.09%	5,464,613	56,944,713	57,143,049
MONTHLY POS/NEG	-6,096	11,631,141	-3,466,747	-1,964,653	-3,755,828	-3,569,477	-4,683,344	2,412,240	12,776,383	-3,630,592	-1,585,283		-4,440,509	-282,764	-789,112
ENDING CASH BALANCE (MONTHLY)	26,770,652	38,401,793	34,935,045	32,970,392	29,214,564	25,645,087	20,961,744	23,373,985	36,150,367	32,519,775	30,934,492		26,493,983	26,493,983	25,987,636
													OVER/UNDER FORECAST		506,348
TRUE DAYS CASH	172	247	225	212	188	165	135	151	233	209	199		171	171	

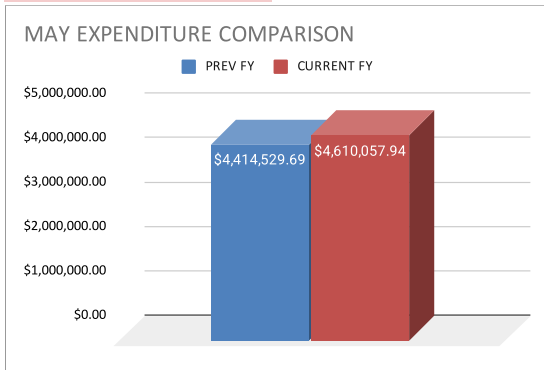
Comparing Revenues from MAY FY2024 to MAY FY2025



Forecasted Revenues	Projected Revenues	OVER/(UNDER) Forecast
\$ 56,353,937.00	\$ 56,661,949.13	\$ 308,012.13
FAVORABLE		

WHY?
1. State funding was slightly more this year as compared to last year. The amount overall was about \$16K more.
2. "Other Revenues" were significantly higher this year as compared to last year. Much of this is attributed to the collection of end of year PTP fees and other school fees.

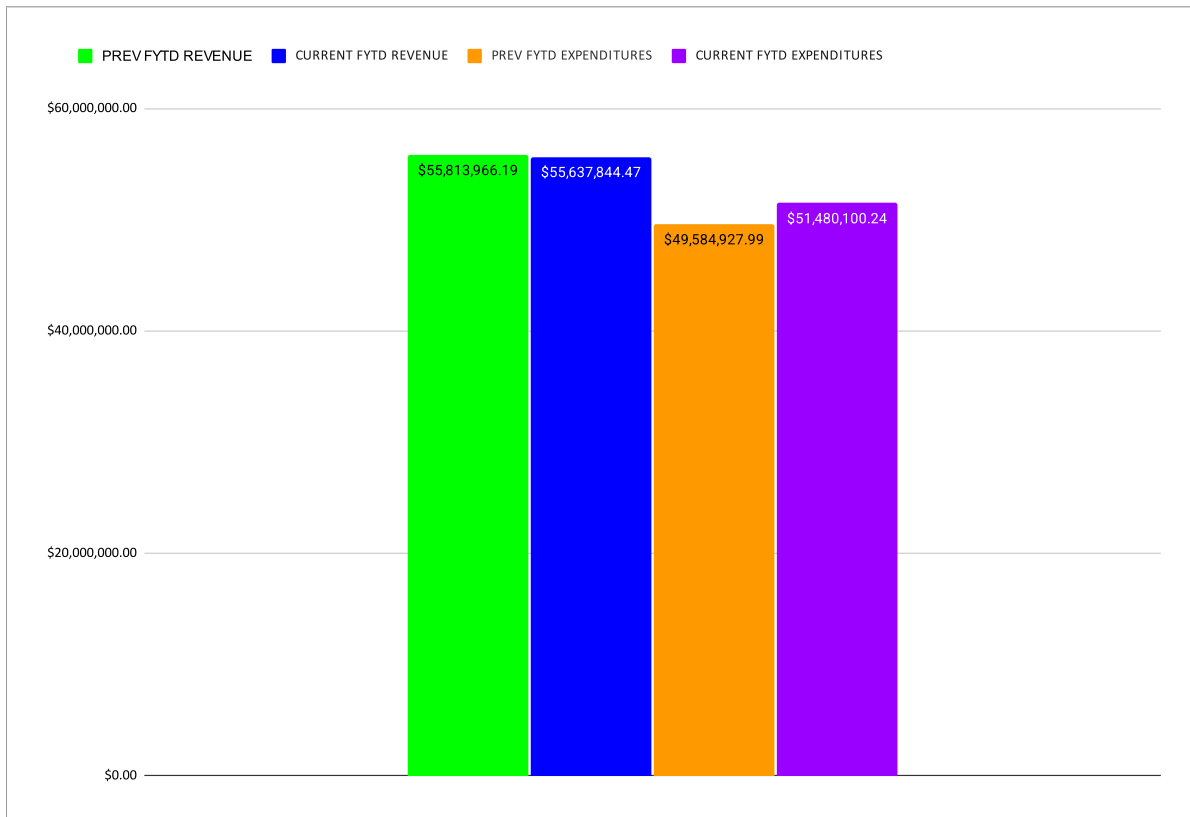
Comparing Expenditures from MAY FY2024 to MAY FY2025



Forecasted Expenses	Projected Expenses	OVER/(UNDER) Forecast
\$ 57,143,049.00	\$ 56,944,713.44	\$ (198,335.56)
FAVORABLE		

WHY?
1. Current year salaries were essentially equal to last year, while benefit costs were approximately 90k more.
2. Purchased services were up YOY by over 100k and some of this is simply attributed to timing. We are on target for forecast.

PROJECTED INCREASE/(DECREASE) TO CASH BALANCE	-\$282,764.31
PROJECTED ENDING CASH BALANCE AS OF:	
June 30, 2025	\$26,493,983.35



POWERSCHOOL
 DATE: 06/10/2025
 TIME: 19:49:45
 SELECTION CRITERIA : ALL

BRECKSVILLE-BROADVIEW HEIGHTS CSD
 OH Cash Position Report

ACCOUNTING PERIOD : 11/25

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
001	0000	GENERAL	26,776,747.66	3,024,774.95	55,637,844.47	4,610,057.94	51,480,100.24	30,934,491.89	1,702,066.90	29,232,424.99
Total For Fund 001:			26,776,747.66	3,024,774.95	55,637,844.47	4,610,057.94	51,480,100.24	30,934,491.89	1,702,066.90	29,232,424.99
002	0000	BOND RETIREMENT	3,735,244.74	16,744.58	3,000,397.66	752,693.05	2,331,636.10	4,404,006.30	0.00	4,404,006.30
Total For Fund 002:			3,735,244.74	16,744.58	3,000,397.66	752,693.05	2,331,636.10	4,404,006.30	0.00	4,404,006.30
003	9100	PI - DISTRICT	1,650,239.64	43,642.69	805,027.30	88,752.38	2,008,132.66	447,134.28	195,528.52	251,605.76
003	9300	PI - TTT	1,593,972.29	60,813.19	1,123,661.62	62,803.82	2,067,160.02	650,473.89	792,002.88	-141,528.99
003	9500	PI - TURF	423,756.52	0.00	50,000.00	0.00	0.00	473,756.52	0.00	473,756.52
Total For Fund 003:			3,667,968.45	104,455.88	1,978,688.92	151,556.20	4,075,292.68	1,571,364.69	987,531.40	583,833.29
004	9021	SALE OF BONDS-NEW PREK	2,846,595.05	-168.25	129,961.18	0.00	137,211.43	2,839,344.80	460,213.31	2,379,131.49
004	9022	FIELD HOUSE	7,085.02	0.00	-6,356.12	0.00	728.90	0.00	0.00	0.00
Total For Fund 004:			2,853,680.07	-168.25	123,605.06	0.00	137,940.33	2,839,344.80	460,213.31	2,379,131.49
006	0000	LUNCHROOM	672,088.57	150,297.83	1,327,459.75	146,155.00	1,367,638.76	631,909.56	193,296.06	438,613.50

POWERSCHOOL
 DATE: 06/10/2025
 TIME: 19:49:45
 SELECTION CRITERIA : ALL

BRECKSVILLE-BROADVIEW HEIGHTS CSD
 OH Cash Position Report

ACCOUNTING PERIOD : 11/25

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
006	9019	FOOD SERVICE VENDING MACH	85,385.75	6,694.00	48,968.25	0.00	12,515.35	121,838.65	0.00	121,838.65
Total For Fund 006:			757,474.32	156,991.83	1,376,428.00	146,155.00	1,380,154.11	753,748.21	193,296.06	560,452.15
007	0000	SCHOLARSHIP FUND	97,506.52	18,946.81	84,328.01	0.00	79,825.00	102,009.53	500.00	101,509.53
007	9021	UNCLAIMED FUNDS	35,755.54	0.00	0.00	0.00	0.00	35,755.54	0.00	35,755.54
007	9100	BOE SUNSHINE FUND	343.59	0.00	0.00	0.00	0.00	343.59	0.00	343.59
007	9101	BOE RETIREMENT	19.05	0.00	0.00	0.00	0.00	19.05	19.05	0.00
007	9102	HS SUNSHINE FUND	5,814.59	0.00	0.00	0.00	0.00	5,814.59	0.00	5,814.59
007	9103	MS SUNSHINE FUND	13,221.21	0.00	1,250.00	29.45	431.42	14,039.79	568.58	13,471.21
Total For Fund 007:			152,660.50	18,946.81	85,578.01	29.45	80,256.42	157,982.09	1,087.63	156,894.46
009	9100	CHROMEBOOK INSURANCE	228,417.95	4,791.00	89,450.00	86,101.00	95,061.00	222,806.95	2,000.00	220,806.95
009	9102	HS UNIFORM SUPPLY	106,900.72	9,314.00	90,012.53	8,901.68	89,097.35	107,815.90	16,190.59	91,625.31
009	9103	MS UNIFORM SUPPLY	75,080.86	1,137.00	43,553.75	1,697.36	32,112.80	86,521.81	4,518.88	82,002.93
009	9109	UNIFORM SUPPLY BBH ES	17,913.09	3,425.00	97,257.50	1,809.44	74,614.20	40,556.39	5,023.54	35,532.85
Total For Fund 009:			428,312.62	18,667.00	320,273.78	98,509.48	290,885.35	457,701.05	27,733.01	429,968.04

POWERSCHOOL
 DATE: 06/10/2025
 TIME: 19:49:45
 SELECTION CRITERIA : ALL

BRECKSVILLE-BROADVIEW HEIGHTS CSD
 OH Cash Position Report

ACCOUNTING PERIOD : 11/25

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
013	9022	BLOSSOM FIELD HOUSE	60,000.00	0.00	20,000.00	0.00	0.00	80,000.00	0.00	80,000.00
Total For Fund 013:			60,000.00	0.00	20,000.00	0.00	0.00	80,000.00	0.00	80,000.00
014	9109	ROTARY BBH ES	13,876.36	642.00	15,955.00	5,280.00	11,808.49	18,022.87	2,528.00	15,494.87
014	9210	HS - ROTARY	18,574.36	163.00	26,449.25	15.00	25,770.05	19,253.56	1,196.76	18,056.80
014	9211	MS - ROTARY	11,230.50	6,479.42	206,414.31	8,680.97	193,219.52	24,425.29	35,486.38	-11,061.09
014	9700	HS - AP TESTING	43,935.85	11,987.00	135,297.00	215.60	215.60	179,017.25	127,206.40	51,810.85
Total For Fund 014:			87,617.07	19,271.42	384,115.56	14,191.57	231,013.66	240,718.97	166,417.54	74,301.43
018	9109	PRINCIPAL FUND BBH ES	80,751.53	192.36	7,803.74	444.88	6,011.95	82,543.32	4,499.98	78,043.34
018	9200	HS - PRINCIPAL'S	74,346.97	2,539.47	38,826.24	2,045.02	28,015.25	85,157.96	19,666.03	65,491.93
018	9201	MS - PRINCIPAL'S	18,497.36	2,786.44	22,771.80	240.15	10,941.42	30,327.74	3,347.36	26,980.38
018	9300	WELLNESS COMMITTEE	1,692.30	0.00	0.00	0.00	1,692.30	0.00	0.00	0.00
Total For Fund 018:			175,288.16	5,518.27	69,401.78	2,730.05	46,660.92	198,029.02	27,513.37	170,515.65
019	9003	NASA NE OHIO STEM EDUC.OP	385.75	0.00	0.00	0.00	377.82	7.93	0.00	7.93
019	9021	SCHOOL FOUNDATION	0.00	20,854.34	20,854.34	240.00	21,094.34	-240.00	1,817.28	-2,057.28

POWERSCHOOL
 DATE: 06/10/2025
 TIME: 19:49:45
 SELECTION CRITERIA : ALL

BRECKSVILLE-BROADVIEW HEIGHTS CSD
 OH Cash Position Report

ACCOUNTING PERIOD : 11/25

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
019	9300	CAPA	200,916.74	276.66	56,086.66	7,920.16	92,114.42	164,888.98	1,190.27	163,698.71
019	9320	SATURDAY ENRICHMENT	904.66	0.00	0.00	0.00	1,177.17	-272.51	0.00	-272.51
019	9321	SUMMER SCHOOL PROGRAM	4,997.77	0.00	0.00	0.00	0.00	4,997.77	0.00	4,997.77
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	95,696.08	95,696.08	8,113.02	104,182.85	-8,486.77	17,938.62	-26,425.39
019	9476	KARTHAN GRANT	0.00	0.00	0.00	571.47	571.47	-571.47	0.00	-571.47
Total For Fund 019:			210,914.91	116,827.08	172,637.08	16,844.65	219,518.07	164,033.92	20,946.17	143,087.75
020	9100	BEEKEEPERS - CHILD CARE	683,250.65	46,044.21	457,191.57	24,107.73	348,304.12	792,138.10	21,386.75	770,751.35
Total For Fund 020:			683,250.65	46,044.21	457,191.57	24,107.73	348,304.12	792,138.10	21,386.75	770,751.35
035	9001	TERMINATION BENEFITS	150,000.00	0.00	100,000.00	0.00	0.00	250,000.00	0.00	250,000.00
Total For Fund 035:			150,000.00	0.00	100,000.00	0.00	0.00	250,000.00	0.00	250,000.00
070	9024	MASTER CAMPUS PLAN	850,000.00	0.00	0.00	0.00	295,200.00	554,800.00	171,800.00	383,000.00
Total For Fund 070:			850,000.00	0.00	0.00	0.00	295,200.00	554,800.00	171,800.00	383,000.00

POWERSCHOOL
 DATE: 06/10/2025
 TIME: 19:49:45
 SELECTION CRITERIA : ALL

BRECKSVILLE-BROADVIEW HEIGHTS CSD
 OH Cash Position Report

ACCOUNTING PERIOD : 11/25

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
200	900A	ANNUAL (HS YEARBOOK)	10,711.46	0.00	4,682.51	0.00	5,187.61	10,206.36	6.99	10,199.37
200	901A	DRUMLINE	32.79	0.00	0.00	0.00	0.00	32.79	0.00	32.79
200	902A	HS ACADEMIC CHALLENGE	1,814.29	0.00	2,151.00	251.41	2,345.83	1,619.46	1.04	1,618.42
200	903A	ART CLUB	125.37	11.00	609.63	0.00	326.32	408.68	0.00	408.68
200	904A	FRENCH CLUB	0.00	0.00	624.00	0.00	326.32	297.68	0.00	297.68
200	905A	MARCHING BAND	20,114.84	1,350.50	13,374.10	5,840.00	21,577.11	11,911.83	0.00	11,911.83
200	906A	GARDEN CLUB	150.00	0.00	0.00	0.00	0.00	150.00	0.00	150.00
200	907A	SCIENCE OLYMPIAD	1,386.96	170.00	882.00	0.00	540.00	1,728.96	846.96	882.00
200	908A	BIOLOGY CLUB	2,660.38	64.00	1,332.00	0.00	589.66	3,402.72	900.00	2,502.72
200	909A	MUSIC IN MOTION (MIM)	0.00	299.00	1,753.50	0.00	1,856.66	-103.16	0.00	-103.16
200	919A	HUDDLE	21,002.99	461.00	4,545.00	1,396.58	2,192.53	23,355.46	1,136.51	22,218.95
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	31,207.92	2,246.00	40,279.39	2,852.23	35,507.05	35,980.26	0.00	35,980.26
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	2,111.41	30.00	2,352.00	128.63	1,520.47	2,942.94	323.85	2,619.09
200	929A	MU ALPHA THETA	284.55	150.00	2,020.00	50.47	1,399.44	905.11	0.00	905.11
200	930A	HY-BREEZE	499.85	0.00	0.00	37.91	274.62	225.23	0.00	225.23
200	932A	KEY CLUB	5,192.94	254.00	8,182.00	0.00	8,294.26	5,080.68	868.77	4,211.91
200	933A	MOCK TRIAL	1,521.93	112.00	530.00	0.00	1,534.24	517.69	150.00	367.69

POWERSCHOOL
 DATE: 06/10/2025
 TIME: 19:49:45
 SELECTION CRITERIA : ALL

BRECKSVILLE-BROADVIEW HEIGHTS CSD
 OH Cash Position Report

ACCOUNTING PERIOD : 11/25

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
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 1,491.96		72.05	4,682.05	2,050.00	3,565.86	2,608.15	141.29	2,466.86
200	937A	ORCHESTRA 63.94		0.00	0.00	0.00	0.00	63.94	0.00	63.94
200	941A	MS - HUDDLE JR. 5,425.56		0.00	3,779.71	353.14	2,487.24	6,718.03	750.46	5,967.57
200	942A	S.A.D.D. 4,359.43		25.00	2,323.00	400.00	1,373.04	5,309.39	24.62	5,284.77
200	943A	SPANISH CLUB 2,045.19		38.00	1,607.00	119.43	801.48	2,850.71	424.84	2,425.87
200	944A	S.A.F.E. 4,054.24		26.00	860.33	0.00	489.66	4,424.91	0.00	4,424.91
200	945A	STUDENT COUNCIL 25,921.87		65.00	17,194.23	2,440.05	13,452.19	29,663.91	0.00	29,663.91
200	946A	CONCESSIONS 3,585.50		3,239.44	18,251.65	328.24	14,145.36	7,691.79	0.00	7,691.79
200	947A	YOUTH IN GOVERNMENT 5,513.04		228.00	21,523.67	0.00	20,392.90	6,643.81	0.00	6,643.81
200	948A	BEE-TV 3,122.40		87.80	103.80	0.00	220.00	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 2,842.87		342.00	25,129.00	0.00	20,864.88	7,106.99	0.00	7,106.99
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 5,856.00		0.00	926.00	0.00	1,440.99	5,341.01	1,761.52	3,579.49
200	953A	NATIONAL ART HONOR 2,616.55		0.00	1,952.45	35.95	1,087.01	3,481.99	470.00	3,011.99
200	954A	RESPECT 1,734.36		0.00	0.00	0.00	72.10	1,662.26	427.90	1,234.36
200	955A	ROBOTICS CLUB 8,043.49		5,627.41	81,518.41	13,795.96	79,416.53	10,145.37	2,547.12	7,598.25
200	955B	MS ROBOTICS CLUB 5,077.40		0.00	3,137.00	0.00	5,124.69	3,089.71	0.00	3,089.71
200	957A	CHINESE CLUB 232.85		15.00	15.00	0.00	0.00	247.85	0.00	247.85

POWERSCHOOL
 DATE: 06/10/2025
 TIME: 19:49:45
 SELECTION CRITERIA : ALL

BRECKSVILLE-BROADVIEW HEIGHTS CSD
 OH Cash Position Report

ACCOUNTING PERIOD : 11/25

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
200	958A	HS COMMUNICATION 224.28		0.00	0.00	59.72	59.72	164.56	0.00	164.56
200	959A	MUSIC IN OUR SCHOOLS 5,769.49		0.00	0.00	949.99	2,139.17	3,630.32	3,090.32	540.00
200	960A	JUNIOR CLASS PROJECT 8,463.30		-209.30	54,190.70	3,617.95	53,786.95	8,867.05	1,229.05	7,638.00
200	963C	CLASS OF 2024 621.82		0.00	-621.82	0.00	0.00	0.00	0.00	0.00
200	963D	CLASS OF 2025 380.14		0.00	621.82	0.00	0.00	1,001.96	1,200.00	-198.04
200	963E	CLASS OF 2026 777.31		0.00	0.00	0.00	36.71	740.60	0.00	740.60
200	963F	CLASS OF 2027 100.00		0.00	0.00	0.00	0.00	100.00	0.00	100.00
200	980A	MS - BUILDERS CLUB 836.55		0.00	803.00	0.00	734.32	905.23	0.00	905.23
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 539.52		0.00	522.00	0.00	862.00	199.52	0.00	199.52
200	983A	MS - MUSIC FUND 3,469.43		14.00	519.00	352.87	563.66	3,424.77	0.00	3,424.77
200	984A	MS ART CLUB 0.00		51.00	423.00	0.00	326.32	96.68	0.00	96.68
200	985A	MS - MODEL UN 1,274.27		0.00	3,361.67	372.77	4,178.77	457.17	0.00	457.17
200	986A	MS - STAGE CREW 0.00		0.00	12,661.83	81.97	5,765.58	6,896.25	1,560.16	5,336.09
200	987A	MS - MATH COUNTS 222.00		0.00	3,044.80	0.00	2,274.85	991.95	0.00	991.95
200	988A	MS - C.A.R.E.S. 2,929.66		98.10	225.70	0.00	0.00	3,155.36	0.00	3,155.36
200	989A	MS YEARBOOK 2,651.02		0.00	1,941.00	0.00	652.64	3,939.38	100.00	3,839.38
200	990A	MS POWER OF THE PEN 1,878.82		0.00	1,522.00	0.00	2,116.97	1,283.85	284.53	999.32
Total For Fund 200:			219,942.10	14,867.00	345,535.13	35,515.27	321,903.71	243,573.52	18,245.93	225,327.59

POWERSCHOOL
 DATE: 06/10/2025
 TIME: 19:49:45
 SELECTION CRITERIA : ALL

BRECKSVILLE-BROADVIEW HEIGHTS CSD
 OH Cash Position Report

ACCOUNTING PERIOD : 11/25

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
300	9014	OHSAA TOURNAMENTS	10,320.14	1,486.00	12,997.80	5,250.00	9,997.07	13,320.87	1,000.00	12,320.87
300	914A	BASEBALL	45,690.18	12,961.20	17,941.05	1,221.30	23,613.84	40,017.39	5,886.16	34,131.23
300	914B	GIRLS BASKETBALL	17,728.06	7,918.00	44,895.32	240.00	44,870.71	17,752.67	7,490.14	10,262.53
300	914C	BASKETBALL-BOYS	20,165.02	10,000.00	67,088.36	7,755.40	68,128.85	19,124.53	20,042.06	-917.53
300	914D	BOWLING	5,185.42	0.00	2,323.48	514.73	825.94	6,682.96	174.06	6,508.90
300	914E	CHERLEADING	6,302.22	0.00	22,655.44	672.98	18,174.87	10,782.79	4,809.88	5,972.91
300	914H	CROSS-COUNTRY	8,294.76	0.00	18,364.00	0.00	12,875.07	13,783.69	1,168.98	12,614.71
300	914I	FOOTBALL	85,482.54	42,679.63	74,299.62	15,395.75	91,339.89	68,442.27	10,604.25	57,838.02
300	914J	GOLF-GIRLS	1,413.95	0.00	5,605.26	0.00	3,030.05	3,989.16	712.78	3,276.38
300	914K	GOLF-BOYS	2,734.19	0.00	2,352.79	0.00	1,697.86	3,389.12	24.14	3,364.98
300	914L	GYMNASTICS	8,296.39	0.00	2,178.35	0.00	3,357.37	7,117.37	875.53	6,241.84
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	0.00	0.00	0.00	2,413.07	0.00	2,413.07
300	914O	LACROSSE-GIRLS	13,849.40	265.00	8,391.13	1,390.56	2,608.15	19,632.38	1,165.81	18,466.57
300	914P	LACROSSE-BOYS	8,299.76	0.00	2,152.34	500.00	500.00	9,952.10	7,216.00	2,736.10
300	914Q	SOCCER-GIRLS	4,625.18	0.00	11,739.78	0.00	8,729.28	7,635.68	720.00	6,915.68
300	914R	SOCCER-BOYS	7,213.07	0.00	11,051.51	0.00	9,405.50	8,859.08	4,288.00	4,571.08
300	914S	SOFTBALL	-0.27	4,006.60	9,232.56	1,233.86	1,283.86	7,948.43	1,226.14	6,722.29
300	914T	SWIMMING & DIVING	12,342.35	0.00	3,224.16	0.00	4,939.91	10,626.60	1,520.00	9,106.60

POWERSCHOOL
 DATE: 06/10/2025
 TIME: 19:49:45
 SELECTION CRITERIA : ALL

BRECKSVILLE-BROADVIEW HEIGHTS CSD
 OH Cash Position Report

ACCOUNTING PERIOD : 11/25

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
300	914U	TENNIS-GIRLS 3,714.51		0.00	0.00	0.00	0.00	3,714.51	1,000.00	2,714.51
300	914V	TENNIS-BOYS 3,640.51		0.00	550.88	0.00	0.00	4,191.39	1,300.00	2,891.39
300	914W	TRACK & FIELD-GIRLS 10,375.21		0.00	3,616.11	227.86	767.83	13,223.49	6,729.20	6,494.29
300	914X	TRACK & FIELD-BOYS 10,318.50		0.00	3,623.15	407.29	953.17	12,988.48	6,520.21	6,468.27
300	914Y	VOLLEYBALL-GIRLS 24,320.39		9,635.09	26,233.06	0.00	20,131.19	30,422.26	17,728.47	12,693.79
300	914Z	VOLLEYBALL-BOYS 267.44		370.00	3,298.00	232.36	232.36	3,333.08	1,267.64	2,065.44
300	915A	HS ATHLETICS-WRESTLING 7,752.88		0.00	6,210.22	0.00	4,719.71	9,243.39	1,000.00	8,243.39
300	950A	HS ATHLETIC FUND 0.00		10,411.00	158,700.93	7,799.11	219,410.00	-60,709.07	9,678.71	-70,387.78
300	980A	MS - ATHLETIC FUND 906.13		0.00	19,001.80	0.00	10,895.02	9,012.91	232.79	8,780.12
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 17,171.15		1,000.00	29,767.00	0.00	26,442.58	20,495.57	7,245.51	13,250.06
Total For Fund 300:										
			340,088.63	100,732.52	567,494.10	42,841.20	588,930.08	318,652.65	121,626.46	197,026.19
401	9024	FY24 ASSUMPTION 20,780.26		0.00	-5,383.65	0.00	15,396.61	0.00	0.00	0.00
401	9025	FY25 ASSUMPTION AUX 0.00		198.51	201,732.51	19,894.85	133,045.06	68,687.45	34,223.28	34,464.17
Total For Fund 401:										
			20,780.26	198.51	196,348.86	19,894.85	148,441.67	68,687.45	34,223.28	34,464.17
451	9020	K-12 CONNECTIVITY 3,154.29		0.00	5,973.42	0.00	5,400.00	3,727.71	0.00	3,727.71

POWERSCHOOL
 DATE: 06/10/2025
 TIME: 19:49:45
 SELECTION CRITERIA : ALL

BRECKSVILLE-BROADVIEW HEIGHTS CSD
 OH Cash Position Report

ACCOUNTING PERIOD : 11/25

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE

Total For Fund	451:		3,154.29	0.00	5,973.42	0.00	5,400.00	3,727.71	0.00	3,727.71
499	9023	FY23 SAFETY SECURITY 22.13		0.00	0.00	0.00	22.13	0.00	0.00	0.00
499	9024	FY24 SAFETY AND SECURITY 2,000.00		0.00	0.00	1,458.83	1,997.40	2.60	2.60	0.00
499	9025	BWC 3 - 1 CUSTODIAL GRANT 0.00		0.00	37,908.57	0.00	37,908.57	0.00	0.00	0.00
499	9026	EPA GRANT - 10K 0.00	10,000.00		10,000.00	0.00	0.00	10,000.00	0.00	10,000.00
499	9124	FY24 AG SECURITY GRANT 18,048.25		0.00	0.00	27,000.00	16,985.75	1,062.50	1,062.50	0.00
499	9125	FY25 SAFETY AND SECURITY 0.00		0.00	16,361.61	3,227.96	3,227.96	13,133.65	1,478.94	11,654.71
499	9224	BWC - HVAC GRANT 14,850.00		0.00	0.00	0.00	14,850.00	0.00	0.00	0.00
499	9225	FY25 AG SECURITY 0.00		0.00	40,000.00	0.00	0.00	40,000.00	35,404.00	4,596.00
499	9324	BWC 3 TO 1 39,825.00		0.00	0.00	0.00	39,825.00	0.00	0.00	0.00

Total For Fund	499:		74,745.38	10,000.00	104,270.18	31,686.79	114,816.81	64,198.75	37,948.04	26,250.71
516	9024	FY24 IDEA-B 0.00		0.00	710.00	0.00	710.00	0.00	0.00	0.00
516	9025	FY25 IDEA-B MS INSTRUCT 0.00		0.00	0.00	9,333.53	812,741.32	-812,741.32	7,066.63	-819,807.95

Total For Fund	516:		0.00	0.00	710.00	9,333.53	813,451.32	-812,741.32	7,066.63	-819,807.95

POWERSCHOOL
 DATE: 06/10/2025
 TIME: 19:49:45
 SELECTION CRITERIA : ALL

BRECKSVILLE-BROADVIEW HEIGHTS CSD
 OH Cash Position Report

ACCOUNTING PERIOD : 11/25

FUND	SCC	DESCRIPTION	BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
551	9025	FY25 TITLE III ES INSTR.	0.00	17,525.35	17,525.35	0.00	17,525.35	0.00	0.00	0.00
551	9125	FY25 TITLE III IMMIGRANT	0.00	3,577.67	3,577.67	0.00	3,577.67	0.00	0.00	0.00
Total For Fund 551:			0.00	21,103.02	21,103.02	0.00	21,103.02	0.00	0.00	0.00
572	9024	FY24 TITLE IA	0.00	0.00	6,510.74	0.00	6,510.74	0.00	0.00	0.00
572	9025	FY25 TITLE I	0.00	269,555.97	269,555.97	2,931.83	272,487.80	-2,931.83	1,082.87	-4,014.70
Total For Fund 572:			0.00	269,555.97	276,066.71	2,931.83	278,998.54	-2,931.83	1,082.87	-4,014.70
584	9025	FY25 TITLE IV	0.00	0.00	11,700.85	0.00	17,227.74	-5,526.89	4,284.09	-9,810.98
Total For Fund 584:			0.00	0.00	11,700.85	0.00	17,227.74	-5,526.89	4,284.09	-9,810.98
587	9025	FY25 IDEA ECSE	0.00	0.00	0.00	22,656.22	22,656.22	-22,656.22	0.00	-22,656.22
Total For Fund 587:			0.00	0.00	0.00	22,656.22	22,656.22	-22,656.22	0.00	-22,656.22
590	9024	FY24 TITLE IIA	0.00	0.00	3,591.00	0.00	3,591.00	0.00	0.00	0.00
590	9025	FY25 TITLE IIA	0.00	0.00	51,771.18	8,875.34	61,806.52	-10,035.34	16,316.89	-26,352.23

POWERSCHOOL
 DATE: 06/10/2025
 TIME: 19:49:45
 SELECTION CRITERIA : ALL

BRECKSVILLE-BROADVIEW HEIGHTS CSD
 OH Cash Position Report

ACCOUNTING PERIOD : 11/25

FUND	SCC	DESCRIPTION	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
-----			-----	-----	-----	-----	-----	-----	-----
Total For Fund	590:	0.00	0.00	55,362.18	8,875.34	65,397.52	-10,035.34	16,316.89	-26,352.23
-----			-----	-----	-----	-----	-----	-----	-----
GRAND TOTALS:		41,247,869.81	3,944,530.80	65,310,726.34	5,990,610.15	63,315,288.63	43,243,307.52	4,020,786.33	39,222,521.19

POWERSCHOOL
 DATE: 06/10/2025
 TIME: 19:49:45
 SELECTION CRITERIA : ALL

BRECKSVILLE-BROADVIEW HEIGHTS CSD
 OH Cash Position Report

ACCOUNTING PERIOD : 11/25

FUND	SCC	DESCRIPTION BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
001		26,776,747.66	3,024,774.95	55,637,844.47	4,610,057.94	51,480,100.24	30,934,491.89	1,702,066.90	29,232,424.99
002		3,735,244.74	16,744.58	3,000,397.66	752,693.05	2,331,636.10	4,404,006.30	0.00	4,404,006.30
003		3,667,968.45	104,455.88	1,978,688.92	151,556.20	4,075,292.68	1,571,364.69	987,531.40	583,833.29
004		2,853,680.07	-168.25	123,605.06	0.00	137,940.33	2,839,344.80	460,213.31	2,379,131.49
006		757,474.32	156,991.83	1,376,428.00	146,155.00	1,380,154.11	753,748.21	193,296.06	560,452.15
007		152,660.50	18,946.81	85,578.01	29.45	80,256.42	157,982.09	1,087.63	156,894.46
009		428,312.62	18,667.00	320,273.78	98,509.48	290,885.35	457,701.05	27,733.01	429,968.04
013		60,000.00	0.00	20,000.00	0.00	0.00	80,000.00	0.00	80,000.00
014		87,617.07	19,271.42	384,115.56	14,191.57	231,013.66	240,718.97	166,417.54	74,301.43
018		175,288.16	5,518.27	69,401.78	2,730.05	46,660.92	198,029.02	27,513.37	170,515.65
019		210,914.91	116,827.08	172,637.08	16,844.65	219,518.07	164,033.92	20,946.17	143,087.75
020		683,250.65	46,044.21	457,191.57	24,107.73	348,304.12	792,138.10	21,386.75	770,751.35
035		150,000.00	0.00	100,000.00	0.00	0.00	250,000.00	0.00	250,000.00
070		850,000.00	0.00	0.00	0.00	295,200.00	554,800.00	171,800.00	383,000.00

POWERSCHOOL
 DATE: 06/10/2025
 TIME: 19:49:45
 SELECTION CRITERIA : ALL

BRECKSVILLE-BROADVIEW HEIGHTS CSD
 OH Cash Position Report

ACCOUNTING PERIOD : 11/25

FUND	SCC	DESCRIPTION BEGIN BALANCE	MTD RECEIPTS	FYTD RECEIPTS	MTD EXPENDITURES	FYTD EXPENDITURES	CURRENT FUND BALANCE	CURRENT ENCUMBRANCE	UNENCUMBERED FUND BALANCE
200		219,942.10	14,867.00	345,535.13	35,515.27	321,903.71	243,573.52	18,245.93	225,327.59
300		340,088.63	100,732.52	567,494.10	42,841.20	588,930.08	318,652.65	121,626.46	197,026.19
401		20,780.26	198.51	196,348.86	19,894.85	148,441.67	68,687.45	34,223.28	34,464.17
451		3,154.29	0.00	5,973.42	0.00	5,400.00	3,727.71	0.00	3,727.71
499		74,745.38	10,000.00	104,270.18	31,686.79	114,816.81	64,198.75	37,948.04	26,250.71
516		0.00	0.00	710.00	9,333.53	813,451.32	-812,741.32	7,066.63	-819,807.95
551		0.00	21,103.02	21,103.02	0.00	21,103.02	0.00	0.00	0.00
572		0.00	269,555.97	276,066.71	2,931.83	278,998.54	-2,931.83	1,082.87	-4,014.70
584		0.00	0.00	11,700.85	0.00	17,227.74	-5,526.89	4,284.09	-9,810.98
587		0.00	0.00	0.00	22,656.22	22,656.22	-22,656.22	0.00	-22,656.22
590		0.00	0.00	55,362.18	8,875.34	65,397.52	-10,035.34	16,316.89	-26,352.23
GRAND TOTALS:		41,247,869.81	3,944,530.80	65,310,726.34	5,990,610.15	63,315,288.63	43,243,307.52	4,020,786.33	39,222,521.19

SELECTION CRITERIA: YEAR: 2025 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	40,117,300.45	40,117,300.45
1.020	Tang Persnl Prop Tax	*	0.00	0.00	0.00	0.00	2,870,620.26	2,870,620.26
1.030	Income Tax		0.00	0.00	0.00	0.00	0.00	0.00
1.035	Unrestricted Grants-in-Aid	*	0.00	354,585.95	354,585.95	0.00	4,376,548.78	4,376,548.78
1.040	Restricted Grants-in-Aid	*	0.00	23,866.89	23,866.89	0.00	441,436.09	441,436.09
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	2,180,556.16	2,180,556.16	0.00	4,284,703.60	4,284,703.60
1.060	All Other Operating Revenue	*	0.00	465,765.95	465,765.95	0.00	3,511,838.05	3,511,838.05
1.070	Total Revenue	*	0.00	3,024,774.95	3,024,774.95	0.00	55,602,447.23	55,602,447.23
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	35,397.24	35,397.24
2.070	Total Other Financing Sources	*	0.00	0.00	0.00	0.00	35,397.24	35,397.24
2.080	Total Rev & Other Fin Srcs	*	0.00	3,024,774.95	3,024,774.95	0.00	55,637,844.47	55,637,844.47
EXPENDITURES								
3.010	Personal Services	*	0.00	2,673,539.96	2,673,539.96	0.00	32,514,730.10	32,514,730.10
3.020	Empl Retire & Ins Benefits	*	0.00	1,090,237.09	1,090,237.09	0.00	11,969,525.40	11,969,525.40
3.030	Purchased Services	*	0.00	594,914.32	594,914.32	0.00	4,673,620.17	4,673,620.17
3.040	Supplies & Materials	*	0.00	241,642.23	241,642.23	0.00	1,336,413.02	1,336,413.02
3.050	Capital Outlay	*	0.00	1,414.98	1,414.98	0.00	42,726.79	42,726.79
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	8,309.36	8,309.36	0.00	758,084.76	758,084.76
4.500	Total Expenditures	*	0.00	4,610,057.94	4,610,057.94	0.00	51,295,100.24	51,295,100.24
OTHER FINANCING USES								
5.010	Operational Transfers-Out	*	0.00	0.00	0.00	0.00	185,000.00	185,000.00
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	185,000.00	185,000.00
5.050	Total Exp & Other Fin Uses	*	0.00	4,610,057.94	4,610,057.94	0.00	51,480,100.24	51,480,100.24
6.010	Excess Rev & Other Fin Src	*	0.00	-1,585,282.99	-1,585,282.99	0.00	4,157,744.23	4,157,744.23
7.010	Beginning Cash Balance		0.00	32,519,774.88	32,519,774.88	0.00	26,776,747.66	26,776,747.66
7.020	Ending Cash Balance	*	0.00	30,934,491.89	30,934,491.89	0.00	30,934,491.89	30,934,491.89
8.010	Outstanding Encumbrances		0.00	1,702,066.90	1,702,066.90	0.00	1,702,066.90	1,702,066.90

Certified Staffing Agenda 06.25.2025

CONTRACT REVISIONS

Last	First	Position	Bldg.	Contract	Effective	Rate	Note(s)
Niederhelman	Margaret	Primary Teacher	ES	CC	2025-2026 SY	Per Contract	Job Share-.500 FTE
Woltz	Amanda	Primary Teacher	ES	CC	2025-2026 SY	Per Contract	Job Share-.500 FTE
Wood	Blair	Preschool Teacher	ES	CC	2025-2026 SY	Per Contract	.750 FTE -Voluntary Reduction of .250 FTE
Zemko	Emily	Mathematics Teacher	HS	Limited 1 of 1 (1)	8/1/25-7/31/26	BA + 9, Step 1	Change from BA + 0, Step 1

RECOMMENDATIONS

Last	First	Position	Bldg.	Contract	Effective	Rate	Note(s)
Black	Jason	Assistant Principal	MS/HS	1 of 1	8/1/25-7/30/26	Per Admin Guidelines	.500 FTE Admin. Contract (Retains .500 FTE BEA Continuing Contract)
Ciacchi	Amanda	Second Grade Teacher-LTS	ES	1 of 1 (LTS)	8/1/25-6/30/26	BA + 0, Step 4	Pending successful completion of all BOE and SBOE requirements
Cocchiola	Steven	Music Teacher	HS	CSU Stipend	06/11/2025	\$259.85	Paid by University
DeNoto	Serena	Art Teacher	ES	1 of 1	8/1/25-7/30/26	BA + 0, Step 3	Pending successful completion of all BOE and SBOE requirements
Polantz-Miller	Kristen	Grade 3 Teacher	ES	CSU Stipend	06/11/2025	\$259.85	Paid by University
Pratt	Brittany	Physical Education Teacher	ES	1 of 1	8/1/25-6/30/26	BA + 0, Step 8	Pending successful completion of all BOE and SBOE requirements
Ryan	Sara	TESOL Teacher	ES	1 of 1	8/1/25-6/30/26	Step 3, MA + 0	.625 FTE
Thoma	Noah	Physical Education Teacher	MS	1 of 1	8/1/25-6/30/26	BA + 0, Step 1	Pending successful completion of all BOE and SBOE requirements

RETIREMENTS

Last	First	Position	Bldg.	Effective	Note(s)
Good	Kevin	Business Teacher	HS	7/20/2025	

UNPAID LEAVE

Last	First	Position	Bldg.	Effective	Note(s)
Kiss	Katie	Preschool Teacher	ES	2025-2026 SY	Parental Leave

Classified Staffing Agenda 06.25.2025

RECOMMENDATIONS

Last	First	Position	Bldg.	Hours	Step	Contract	Effective	Note(s)
Dougherty	Jill	Secretary	MS	8	Step 1	1 of 1	8/4/2025	
Luksa	Vivien	Bus Driver	T	8	Step 2	1 of 1	6/6/2025	Pending successful completion of all BOE requirements

RECOMMENDATIONS-SUMMER SCHOOL

Last	First	Position	Bldg.	Hours	Rate		Effective	Note(s)
Uhlir	Sheyenne	Substitute Health Aide	D	3.5	\$20.69		6/9/25-8/1/25	

RECOMMENDATIONS-SUMMER BEEKEEPERS

Last	First	Position	Bldg.	Hours	Rate	Contract	Effective	Note(s)
Falzini	Donna	Summer Camp Assistant	ES	N/A	\$14.50	N/A	6/4/25-8/15/25	
Gibbons	Marissa	Summer Camp Assistant	ES	N/A	\$14.50	N/A	6/4/25-8/15/25	Pending successful completion of all BOE requirements
Gilmore	David	Summer Camp Assistant	ES	N/A	\$14.50	N/A	6/4/25-8/15/25	
Grau	Kendall	Summer Camp Assistant	ES	N/A	\$14.50	N/A	6/4/25-8/15/25	Pending successful completion of all BOE requirements
Jones	Alyssa	Student Helper	ES	N/A	\$11.00	N/A	6/4/25-8/15/25	
Knurek	Grace	Summer Camp Assistant	ES	N/A	\$14.50	N/A	6/4/25-8/15/25	Pending successful completion of all BOE requirements
Lastoria	Madeline	Student Helper	ES	N/A	\$11.00	N/A	6/4/25-8/15/25	Pending successful completion of all BOE requirements
Murphy	Mia	Student Helper	ES	N/A	\$11.00	N/A	6/4/25-8/15/25	Pending successful completion of all BOE requirements
Novak	Alyssa	Summer Camp Assistant	ES	N/A	\$14.50	N/A	6/4/25-8/15/25	
O'Malley	Grace	Summer Camp Assistant	ES	N/A	\$14.50	N/A	6/4/25-8/15/25	
Sendrey	Lauren	Summer Camp Assistant	ES	N/A	\$15.00	N/A	6/4/25-8/15/25	Pending successful completion of all BOE requirements
Seuffert	Kara	Summer Camp Assistant	ES	N/A	\$14.50	N/A	6/4/25-8/15/25	
Welkley	Logan	Student Helper	ES	N/A	\$11.00	N/A	6/4/25-8/15/25	

RECOMMENDATIONS-SUMMER TECH HELPERS

Last	First	Position	Bldg.	Hours	Rate	Contract	Effective	Note(s)
Kunka	Joshua	Tech Summer Helper	D	8	\$13.00	N/A	6/2/25-8/15/25	
Petros	Zachary	Tech Summer Helper	D	8	\$13.00	N/A	6/2/25-8/15/25	
Sutton	Nathan	Tech Summer Helper	D	8	\$13.00	N/A	6/2/25-8/15/25	

RECOMMENDATIONS-SUMMER CUSTODIAL HELPERS

Last	First	Position	Bldg.	Hours	Rate		Effective	Note(s)
Eldridge	Samuel	Summer Custodial Helpers	D	8	\$13.00		6/9/2025	Pending successful completion of all BOE requirements
Kurtz	Alexis	Summer Custodial Helpers	D	8	\$13.00		6/9/2025	Pending successful completion of all BOE requirements
Orteza	Dominic	Summer Custodial Helpers	D	8	\$13.00		6/9/2025	

RESIGNATIONS

Last	First	Position	Bldg.	Hours			Effective	Note(s)
Varga	Adam	Custodian II	MS	8			5/29/2025	
Petros	Kelly	Data Analytics & Operations	D	8			7/3/2025	
Pitzarella	Charlene	Educational Assistant	ES	5.25			7/1/2025	

UNPAID LEAVE

Last	First	Position	Bldg.	Hours			Effective	Note(s)
Mast	Angela	Food Service Worker	ES	3.75			6/4/25	1/2 day

Extracurricular Spreadsheet 2025-2026

					Years	Step			1-2	3-5	6-8	9-11	12+
			Years and Step were frozen in 2011-12 for returning coaches					\$50,357	I	II	III	IV	V
									YRS OF EXPERIENCE				
	BOE Recommendations			Board Approval	Years	Step	% of Base	% of Stip end	1-2	3-5	6-8	9-11	12+
	Last Name	First Name	Additional Notes						I	II	III	IV	V
Academic Challenge	Angeloni	Zachary	(Fixed Rate)	25-Jun-25	4		3.000%		\$1,511	\$1,624	\$1,746	\$1,877	\$2,018
Annual Advisor - H.S. Co-curricular	Jordan	Deanna	(Fixed Rate)	25-Jun-25	8		4.500%		\$2,266	\$2,436	\$2,619	\$2,815	\$3,026
Art Club - H.S.	Hansen	Andrew	(Fixed Rate)	25-Jun-25	6		2.000%		\$1,007	\$1,083	\$1,164	\$1,251	\$1,345
#Band Director	Cocchiola	Steven	(Fixed Rate)	25-Jun-25	4		16.000%		\$8,057	\$8,661	\$9,311	\$10,009	\$10,760
#Band Associate Director	Hanna	Scott	(Fixed Rate)	25-Jun-25	3		12.000%	75%	\$6,043	\$6,496	\$6,983	\$7,507	\$8,070
#Band Associate Director (Fall)	DiGironimo	Rose	(Fixed Rate)	25-Jun-25	1		7.000%		\$3,525	\$3,789	\$4,074	\$4,379	\$4,708
Biology Club	Rundo	Louie	(Fixed Rate)	25-Jun-25	9		3.000%		\$1,511	\$1,624	\$1,746	\$1,877	\$2,018
#Cheerleader Coach - HS Fall	Hoy	Michelle		25-Jun-25	12+	V	9.000%		\$4,532	\$4,872	\$5,237	\$5,630	\$6,053
Chemistry Olympiad	Lewis	Cheryl		25-Jun-25	3				Volunteer				
Choral Director	Garlock	Emily	(Fixed Rate)	25-Jun-25	12		4.500%		\$2,266	\$2,436	\$2,619	\$2,815	\$3,026
Commencement Coordinator	Treter	Dara	(Fixed Rate)	25-Jun-25	3		2.000%		\$1,007	\$1,083	\$1,164	\$1,251	\$1,345
Communications Club			Shared	25-Jun-25			2.000%		\$1,007	\$1,083	\$1,164	\$1,251	\$1,345
^Communications Club	Zastawny	Zachary	50% (Fixed Rate)	25-Jun-25	3				\$503.50				
^Communications Club	Hyde	Brittany	50% (Fixed Rate)	25-Jun-25	3				\$503.50				
Drama Club			Shared	25-Jun-25		V	2.000%		\$1,007	\$1,083	\$1,164	\$1,251	\$1,345
^Drama Club	Lesh	Benjamin	50%	25-Jun-25	12+								\$672.50
^Drama Club	Jordan	Deanna	50% (Fixed Rate)	25-Jun-25	3				\$503.50				
#Faculty Manager - Girls			(Fixed Rate)	25-Jun-25			16.000%		\$8,057	\$8,661	\$9,311	\$10,009	\$10,760
^#Faculty Manager - Girls	Zenir	Joseph	33.33% (Fixed Rate) Fall	25-Jun-25	3				\$2,685.67				
Fall Play - Assistant	Jordan	Deanna	(Fixed Rate)	25-Jun-25	3		4.125%	75%	\$2,077	\$2,233	\$2,400	\$2,581	\$2,774
#Football - Assistant Coach	Demming	Kevin	(Fixed Rate)	25-Jun-25	2		11.625%	75%	\$5,854				
#Football - Assistant Coach	Foltz	Jeffery	(Fixed Rate)	25-Jun-25	3		11.625%	75%	\$5,854	\$6,293	\$6,765	\$7,272	\$7,818
#Football - Assistant Coach	Kobylinski	Mark	(Fixed Rate)	25-Jun-25	3		11.625%	75%	\$5,854				
#Football - Assistant Coach	Rinehart	Eric	(Fixed Rate)	25-Jun-25	4		11.625%	75%	\$5,854	\$6,293	\$6,765	\$7,272	\$7,818
#Football - Assistant Coach	Schreiber	Daniel	(Fixed Rate)	25-Jun-25	12		11.625%	75%	\$5,854	\$6,293	\$6,765	\$7,272	\$7,818
#Football - Coach	Weber	Thomas		25-Jun-25					Volunteer				
#Football - Coach	Zelis	David		25-Jun-25					Volunteer				
French Club	McElhaney	Liliana	(Fixed Rate)	25-Jun-25	2		2.000%		\$1,007	\$1,083	\$1,164	\$1,251	\$1,345
Freshman Class Advisor	Jonozzo	Kaitlyn		25-Jun-25					Volunteer				
German Club	Burling	Margaret	(Fixed Rate)	25-Jun-25	5		2.000%		\$1,007	\$1,083	\$1,164	\$1,251	\$1,345
#Golf - Boys - Head Coach	Roderick	Gregory	(Fixed Rate)	25-Jun-25	4		9.500%		\$4,784	\$5,143	\$5,528	\$5,943	\$6,389

Extracurricular Spreadsheet 2025-2026

#Golf - Girls - JV Coach	Lentz	Evan	(Fixed Rate)	25-Jun-25	2		7.125%	75%	\$3,588	\$3,857	\$4,146	\$4,457	\$4,792
Hy-Breeze Advisor	Milanich	Michelle	(Fixed Rate)	25-Jun-25	3		6.500%		\$3,273	\$3,519	\$3,783	\$4,066	\$4,371
Junior Class Advisor			(Shared)	25-Jun-25			2.000%		\$1,007	\$1,083	\$1,164	\$1,251	\$1,345
^Junior Class Advisor	Milanich	Michelle	50% (Fixed Rate)	25-Jun-25	2				\$503.50				
^Junior Class Advisor	Welch	Brooke	50% (Fixed Rate)	25-Jun-25	1				\$503.50				
Key Club	DiFrancesco	Nicholas	(Fixed Rate)	25-Jun-25	5		6.500%		\$3,273	\$3,519	\$3,783	\$4,066	\$4,371
Math Club - HS	Morlani	Donna	(Fixed Rate)	25-Jun-25	5		4.500%		\$2,266	\$2,436	\$2,619	\$2,815	\$3,026
Mock Trial	Adams	Timothy	(Fixed Rate)	25-Jun-25	7		3.000%		\$1,511	\$1,624	\$1,746	\$1,877	\$2,018
Model United Nations - H.S.	Elliott	Nathan	(Fixed Rate)	25-Jun-25	2		3.000%		\$1,511	\$1,624	\$1,746	\$1,877	\$2,018
National Art Honor Society	Gloege	Julia		25-Jun-25	3				Volunteer				
National Honor Society			Shared	25-Jun-25			6.500%		\$3,273	\$3,519	\$3,783	\$4,066	\$4,371
^National Honor Society	Owens	Jaci	50% (Fixed Rate)	25-Jun-25	8				\$1,636.50				
^National Honor Society	Williams	Jennifer	50% (Fixed Rate)	25-Jun-25	5				\$1,636.50				
Prom Advisor	Harnist	Jessica	(Fixed Rate)	25-Jun-25	6		2.000%		\$1,007	\$1,083	\$1,164	\$1,251	\$1,345
#Robotics Club - HS - Lead Advisor	Kowatch	Craig	(Fixed Rate)	25-Jun-25	9		10.000%		\$5,036	\$5,413	\$5,819	\$6,256	\$6,725
Safe Club - H.S.	Palumbo	Nicholas	(Fixed Rate)	25-Jun-25	12+		3.000%		\$1,511	\$1,624	\$1,746	\$1,877	\$2,018
Senior Class Advisor			(Shared)	25-Jun-25			2.000%		\$1,007	\$1,083	\$1,164	\$1,251	\$1,345
^Senior Class Advisor	Milanich	Michelle	50% (Fixed Rate)	25-Jun-25	1				\$503.50				
^Senior Class Advisor	Welch	Brooke	50% (Fixed Rate)	25-Jun-25	1				\$503.50				
#Soccer - Boys - 9th - Coach	Tyma	Jacob	(Fixed Rate)	25-Jun-25	1		9.450%	70%	\$4,759	\$5,116	\$5,499	\$5,912	\$6,355
#Soccer - Boys	Schuckert	Christopher		25-Jun-25	2				Volunteer				
Sophomore Class Advisor	Morlani	Donna		25-Jun-25					Volunteer				
Spanish Club	Nowacki	Janel	(Fixed Rate)	25-Jun-25	2		2.000%		\$1,007	\$1,083	\$1,164	\$1,251	\$1,345
Spring Play - Asst. Choral Director	Jordan	Deanna	(Fixed Rate)	25-Jun-25	4		4.200%	60%	\$2,115	\$2,274	\$2,444	\$2,627	\$2,825
Student Council - H.S.	Pichette	Jonah	(Fixed Rate)	25-Jun-25	5		5.500%		\$2,770	\$2,977	\$3,201	\$3,441	\$3,699
#Tennis - Girls - Head Coach	Reynolds	Daniel		25-Jun-25	12+	V	9.500%		\$4,784	\$5,143	\$5,528	\$5,943	\$6,389
#Tennis - Girls - Assistant Coach	Smith	Beth	(Fixed Rate)	25-Jun-25	4	V	7.125%	75%	\$3,588	\$3,857	\$4,146	\$4,457	\$4,792
Tri-M Music Honor Society	Cocchiola	Steven		25-Jun-25					Volunteer				
Video Announcements HS	Lesh	Benjamin	(Fixed Rate)	25-Jun-25	1		4.500%		\$2,266	\$2,436	\$2,619	\$2,815	\$3,026
#Volleyball - Girls - Head Coach	McKay	Sydney	(Fixed Rate)	25-Jun-25	2		13.500%		\$6,798	\$7,308	\$7,856	\$8,445	\$9,079
#Volleyball - Girls - Assistant Coach	Kraus	Wendy	(Fixed Rate)	25-Jun-25	2	V	10.125%	75%	\$5,099	\$5,481	\$5,892	\$6,334	\$6,809
#Volleyball - Girls - J.V. Coach	Ruth	Megan	(Fixed Rate)	25-Jun-25	1		10.125%	75%	\$5,099	\$5,481	\$5,892	\$6,334	\$6,809
Youth and Government	Elliott	Nathan	(Fixed Rate)	25-Jun-25	3		3.000%		\$1,511	\$1,624	\$1,746	\$1,877	\$2,018
High School - Department Chairpersons				25-Jun-25	Category		Rate						
Art	Hansen	Andrew		25-Jun-25	A		0.025						
Business Education	Simonetti	Jason		25-Jun-25	A		0.025						
English	Loomer	Caroline		25-Jun-25	C		0.075						
Guidance	Owens	Jaci		25-Jun-25	B		0.05						
Mathematics	Reynolds	Allison		25-Jun-25	C		0.075						

Extracurricular Spreadsheet 2025-2026

Music	Garlock	Emily		25-Jun-25	A		0.025							
Science	Rundo	Louie		25-Jun-25	C		0.075							
Social Studies	Mieskowski	Elizabeth		25-Jun-25	C		0.075							
Special Education	Wallace	Darlene		25-Jun-25	C		0.075							
Technology Education	Kowatch	Craig		25-Jun-25	A		0.025							
World Languages	Burling	Margaret		25-Jun-25	B		0.05							
Elementary - PLC Leaders				25-Jun-25			Rate							
Pre-School	Ashley	Ann Marie		25-Jun-25			0.05							
Kindergarten	Gagne	Michelle		25-Jun-25			0.05							
Kindergarten	Thacker	Corinne		25-Jun-25			0.05							
Grade One	Arko	Kristin		25-Jun-25			0.05							
Grade One	DiSanto	Alexandra		25-Jun-25			0.05							
Grade Two	Ellenberger	Diana		25-Jun-25			0.05							
Grade Two	Jean	Carly		25-Jun-25			0.05							
Grade Three	Niedermeyer	Kristen		25-Jun-25			0.05							
Grade Three	Janko	Kristine		25-Jun-25			0.05							
Grade Four	Haschka	Kristyn		25-Jun-25			0.05							
Grade Four	Slaby	Sarah		25-Jun-25			0.05							
Grade Five	Digeronimo	Gianna		25-Jun-25			0.05							
Grade Five	Valenti	Janelle		25-Jun-25			0.05							
Reading Intervention	Doherty	Missy		25-Jun-25			0.05							
Special Education	Kolis	Morgan		25-Jun-25			0.05							
Special Education	Degirolamo	Elizabeth		25-Jun-25			0.05							
Elementary Art Coordinator	Koutouras	Dimitrios		25-Jun-25			0.02							
Elementary Music Coordinator	Burkholder	Rachel		25-Jun-25			0.02							
Elementary Physical Education Coordinator	Dubasak	Amy		25-Jun-25			0.02							
District SLP Coordinator	Hodgson	Shari		25-Jun-25			0.045							
High School Clubs														
East Asian Culture Club	Vendel	Candice		25-Jun-25									Volunteer	
Fellowship Christian Athletes	Bourquin	Brady		25-Jun-25									Volunteer	
HUDDLE	Lazar	Kelly		25-Jun-25									Volunteer	
SADD	Lazar	Kelly		25-Jun-25									Volunteer	
Made for More	Mauser	MaryEllen		25-Jun-25									Volunteer	
GSA (Alliance Club)	Spence	Lauren		25-Jun-25									Volunteer	



Brecksville- Broadview Heights High School

Student Friendly Code of Conduct Guide

General Statement:

The Student Code of Conduct is a set of rules that helps all students in the Brecksville-Broadview Heights City Schools know what is expected of them. The school district wants to make sure everyone has a safe and respectful place to learn.

If a student breaks the rules, there are consequences to help them learn and grow. These consequences usually start small and can get more serious if the behavior continues. For example, a student might first get a warning, but if the behavior keeps happening, it could lead to detention, suspension, or even expulsion.

The rules apply to all students while they are:

- At school
- On a school bus
- At school events
- Even outside of school if their behavior affects other students, staff, or the learning environment

Some possible consequences include:

- Warnings
- Conference with a Teacher
- Parent Meetings
- Lunch or after-school detentions
- Saturday school
- In-school suspension
- Community service
- Suspension from school
- Expulsion from school
- In serious cases, the police may be involved

The district will not allow violence, disrespectful or disruptive behavior, or skipping school too often. These rules are here to help everyone stay safe and focused on learning.



Brecksville- Broadview Heights High School

Code of Conduct Consequences Defined:

The following is a list of the types of consequences that are used at High School:

Teacher Detentions: Teacher detentions will be served with the teacher who issued the detention. Detentions will typically last between 30 minutes and 1 hour. This will be worked out between the teacher, student, and parent. Teacher detentions can be served before school, after school, or during a student's lunch period.

Exclusion: Denial of the right to participate. This may include but is not limited to exclusion from participation in extracurricular activities, athletics, school events, and dances.

Confiscation: Surrendering of items/objects that are illegal, inappropriate, or disruptive/destructive to the education process as determined by administration. Items will be kept by the administration until a parent/guardian makes an appointment to pick them up, or the item is turned over to the proper authorities.

Emergency Removal: There are occasions when a student's behavior poses a threat to the safety of themselves or others, or may result in physical damage to property. When these instances occur, it is permissible and proper for school officials to conduct an emergency removal of that child from the school premises, pending disciplinary action. An emergency removal from the school premises pending disciplinary action may be initiated when a student's presence poses a continuing danger to persons or property, or an ongoing threat of disrupting the academic process. Emergency removals are for a period of 24 hours while disciplinary action can be determined pending any investigation.

Office Detention: Issued for any Minor Violations of the Code of Conduct. Students assigned to Office Detentions may attend these Monday through Friday from 7:00 - 7:30 AM or 2:45 - 3:15 PM in the media center or other assigned location.

Saturday School (SSD): Detention (SSD) will be in session from 8 am to 12 pm on assigned Saturdays. Students may be assigned Saturday School for violations of the Code of Conduct. Saturday detentions may be used as an alternative to out-of-school suspension or for more serious breaches of the Code of Conduct. Students are to bring their own schoolwork, and should have enough work and materials to be productive for the entire detention period. Phones are not to be used when Saturday Detention is in session.



Brecksville- Broadview Heights High School

In School Detention (ISD): In-school detention is an option that the principal may use to improve attendance and/or to modify student behavior. In-school restriction means that the student is removed from the classroom but not from the educational program. Students who have violated any section of the code of conduct may be assigned in-school restriction by the principal. Students are not allowed to use electronic devices, except for school issued Chromebooks when accessing school work.

Out of School Suspension: Suspension means the student may not come to school, attend classes, or any school events. Credit will be given for work missed due to out of school suspensions provided the work is completed and submitted as required. Students coming into school property while they are under suspension are considered trespassing by the police. 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. Suspension is from school for not more than ten (10) school days. During an out-of-school suspension, a student is not permitted on school property and may not attend any school sponsored activities. Students are permitted to make up work received for work missed.

Referral to School Resource Officer: The police officer will work closer with the student and the court system to attempt to modify a student's negative behavior.

Court Charges: Court charges are generally filed against students who continue to be truant from school or who behave in an unruly way.

Expulsion: Expulsion from school is only used as a last resort against a student who habitually breaks school rules. Expulsion is against a student who habitually breaks school rules or offers to the community a very serious nature. Expulsion is generally for the remainder of the school year. An expulsion can extend beyond the current semester and school year. In the event that the school desires to expel the student, 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. A student expelled from school for not more than ten (10) school days will not receive credit for the semester. The minimum length for expulsion for violating weapon possession laws is one school year.

Permanent Exclusion: When a student, 16 years of age or older, is being considered for permanent exclusion, it is possible that they may never be permitted to return to any public school in the State of Ohio. Grounds for permanent exclusion may include committing one or more of the following crimes while on the property of any Ohio school: any possession or involvement with a deadly weapon, drug trafficking, arson, aggravated murder, murder, voluntary or involuntary manslaughter, assault, certain sexual offenses, and complicity in any of the above crimes.



Brecksville- Broadview Heights High School

Examples of Violations and Potential Consequences

Minor Violations:

These may result in penalties based on severity and disciplinary history which are cumulative for any offense in this section.

Example 1 - **Honor Violation:** Students shall not be involved in activities including but not limited to: cheating, plagiarism, improper collusion, misuse of privileges, forgery, falsification of information, and/or other ethical violations. Dishonesty may result in denial of credit for the semester and further disciplinary consequences.

Example 2 - **Bus Misconduct:** Any disruptive/destructive actions or words on the school bus which include loss of bus-riding privileges.

Example 3 - **Disruption of Class/Study Hall or Any General Misconduct:** Students may be disciplined for any other misconduct which, although not detailed herein, is determined by school authorities which disrupts or interferes with the educational process or general safety of students/school. This includes any conduct which is threatening, intimidating, disrupting or obstructing any aspect of the school.

Example 4 - **Electronic Devices:** Cell phones, wireless headphones/earbuds, and other electronic devices not permitted by the school district will not be permitted during class time.

Example 5 - **Insubordination/Non-Compliance:** Students must comply with the reasonable requests, directives, and orders of teachers, students, teachers, administrators, substitutes, teachers, principals, or other authorized school personnel during any period of time when they are properly subject to the authority of the school. Refusal to obey staff members or to identify himself/herself when requested related to infractions of Student Code of Conduct may result in suspension.

Example 6 - **Failure to Accept Discipline or Consequences:** No student shall refuse to accept discipline or punishment from teachers, administrators, school officials, teacher aides, or other authorized school personnel. Failure to complete minor disciplinary sanctions such as Saturday school, in-school suspension, detention or working lunch will be subject to suspension.

Example 7 - **Inappropriate Language, Comments, Profanity, or Gesture:** No student shall use profane, vulgar, racially or religiously derogatory, abusive, or otherwise offensive language, comments, profanity, or gestures in any school building areas during school hours or at any school-sponsored or related activities or events. Use of language of this type, whether written or verbal, directed toward or used in



Brecksville- Broadview Heights High School

the presence of school personnel or students is prohibited. This shall include the use of obscene gestures, pictures and signs.

Example 12 - Loitering/Out of Assigned Area/Truancy/Tardiness/Class Cuts: Students are required by law to regularly attend school. Excessive absenteeism and repeated tardiness are considered truancy. Make-up work for truancies may not be permitted [17]. Repeated Tardiness to class or school.

MAJOR VIOLATIONS:

These examples of misconduct are cumulative and may result in up to a 10-day suspension along with a possible recommendation for expulsion and police notification due to the more serious nature of these offenses.

Example 1 - Disorderly Behavior: Physical or verbal actions that create a condition which is physically offensive or presents a risk of physical harm to persons or property, or which induces panic. This may also include indecent exposure, physical contact, aggressively engaging in a fight or threatening harm to persons or property.

Example 2 - Gang Activity: Subject to any applicable legal and constitutional limitations, no student's dress, apparel, activities, acts of behavior or manner of grooming will be condoned if they cause school officials to have reasonable suspicion that such behavior, apparel, activity, or other attributes are gang-related and would disrupt or interfere with the school environment or activity and/or educational objectives. Any indication of gang activity is prohibited and will be reported to the local police.

Example 3 - Making Threats/Hazing : No student shall engage in hazing, harass, persecute or participate in any act or attempt to threaten, persecute, or act(s) that injures, degrades, disgraces, or tends to injure, degrade, or disgrace any student. Hazing is banned in any form. The Board of Education believes that hazing activities of any type are inconsistent with the educational process.

Example 4 - Harassment/Bullying/Cyberbullying: For the purpose of this Code of Conduct, the term "harass" includes, but is not limited to, conduct which intimidates, insults, persistently annoys or threatens physically or verbally (oral or in writing) another person or any behavior which is threatening, intimidating, degrading, injurious, disrespectful or abusive to another person. 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 social) 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



Brecksville- Broadview Heights High School

distribution of materials meeting this description. Cyber Bullying, Identity Theft, Fraud, Libel are defined as written or oral defamatory statements or representation that conveys an unjustly unfavorable impression. Cyberbullying includes behaviors such as stalking, harassing/cyberbullying, intimidating, menacing, coercing, name-calling, taunting, making threats, dating violence, and hazing.

Example 5 - Tobacco/Smoking/Vapor Inhalant Devices: The use of any tobacco / nicotine products by students, including but not limited to the use and/or possession of electronic cigarettes, vapor inhalant devices, vapor inhalant liquids or associated items is prohibited. Students are prohibited from possessing 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 school-sponsored activity. Violation of the rule will be shared with local authorities which may result in a fine.

Consequence Tree for Tobacco / Nicotine Violations

1st Offense: Confiscation of the device, referral to local police for a citation, and a Saturday Detention or In school Detention requiring mandatory participation in the Tobacco school-sponsored intervention program.

2nd Offense: Confiscation of the device, referral to local police for a citation, and issuance of an Out of School Suspension.

3rd Offense: Confiscation of the device, referral to local police for a citation, and discipline may be up to and including referral for expulsion.

*** If drugs other than nicotine are involved, consequences may lead to immediate referral for expulsion.*

Example 6 - Assault/Fighting/Physical Confrontation: A student shall not cause physical injury or behave in any way which could threaten to cause physical injury to other students, professional staff, employees or guests lawfully on the school grounds or attending any Board of Education-sponsored and supervised activity .

Fighting - Students involved in fighting on school property, Board of Education-sponsored activities, or in attendance at Board of Education-sponsored activity will be suspended. In most cases, all parties involved in the fight will be suspended. Students who fight in school - even if they did not initiate the fight - will be suspended from school. Self-Defense will only be considered if a student attempts to de-escalate the situation in an attempt to protect themselves **without** trying to cause harm to the other student.



Brecksville- Broadview Heights High School

Assault - A student commits an assault when they intentionally try to cause harm to another person. This often occurs with the other person not in a position to defend themselves.

Example 7 - Damage, Destruction, Theft of School And/Or Private Property, Vandalism (Including Technology), and Improper Use of Technology: A student shall not cause or attempt to cause damage to school property or to personal property of students, teachers, school personnel, or other persons lawfully on the school grounds. Theft of school property or the property of students or staff may result in suspension.

Example 8 - Alcohol/Controlled Substances/Drugs/Narcotics/Inhalants/Steroids: During school, travel on any school-sponsored transportation, or at any school-sponsored activity held on or off school property, students are not to possess, sell, use, supply, transfer, apply, or display evidence of consumption of any drug, alcohol or other controlled substance.

1st Offense: 5 to 10 day O.S.S., student participates in a school-sponsored student group and approved outside counseling .

2nd Offense: Ten-day out-of-school suspension, police contact, and possible recommendation for expulsion.

All future incidents will be subject to further discipline and possible exclusion from school events.

Example 9 - Weapons, Dangerous Instruments, Fireworks, And Explosives: No student shall carry, possess, handle, transmit, sell, or conceal any object that can be used as a weapon or dangerous instrument on school grounds. Weapons and dangerous instruments shall include any object which is used, or could be used to inflict physical harm. Possession, use, or threat of a weapon may result in expulsion. Students guilty of a weapons violation may be excluded from school for a year via Ohio Law.



Brecksville- Broadview Heights High School

Student Friendly Section: Reporting Suspected Bullying, Harassment, or Intimidation

Our school is dedicated to providing a safe and respectful learning environment for everyone. Bullying, harassment, and intimidation are strictly prohibited and will not be tolerated.

What is Bullying?

Bullying is when someone **intentionally** tries to harm another person mentally or physically, **more than once**.

This can include:

- Written or verbal actions (like name-calling, taunting, making threats)
- Physical actions (like stalking, menacing, coercion)
- Electronic messages (like through the internet, cell phones, etc.) (Cyberbullying)
- Violence in a dating relationship (dating violence)
- Intimidation
- Hazing

These actions are against school policy if they happen at school, on the bus, at school events, or even online.

What to Do If You are Bullied or See Someone Else Being Bullied:

If you feel like you are being bullied, or if you see someone else being bullied, you should report it right away.

Report these actions to:

1. Your principal or assistant principal
2. Your teacher
3. Your school counselor
4. Any other school staff member
5. Your parents/guardians can also report it for you.



Brecksville- Broadview Heights High School

How to Report Harassment, Intimidation, or Bullying:

A report can be submitted by going to app.saferohioschooltipline.com, emailing tip@saferohioschooltipline.com, or calling **844-723-3764**. Reports can also be made in person directly to a school counselor or administrator. When you make a report in person you will be asked to fill out the [Incident Report Form](#) linked here.

When you report an incident, try to be as specific as possible. You should include the following:

1. Who was involved
2. When and where it happened
3. How many times it happened
4. Who was targeted
5. Names of any witnesses

The above information can be reported by going to

** You can report anonymously, but keep in mind that it might be harder for the school to take action if the report is anonymous.*

What Happens After a Report is Made:

All complaints will be taken seriously and will be investigated. Identity of the person(s) making the report will be kept confidential to the extent possible at all times.

Administrators will take the information on Form A: BBHCSD Incident Report Form and determine if it could be considered bullying by using [BBHCSD Form B to investigate](#). To be considered bullying the incident must meet the following criteria:

1. Be intentional
2. Occur more than once
3. Be directed or targeted at the same student or students
4. Cause Mental or Physical harm to the student or students
5. Takes place on school property, in a school vehicle, or at a school sponsored event

If the act meets the criteria for bullying the administration will complete [Form C - BBHCSD Determination Form](#) and use the results of the investigation to issue consequences.



Brecksville- Broadview Heights High School

Student Friendly Section: Reporting Suspected Bullying, Harassment, or Intimidation

Our school is dedicated to providing a safe and respectful learning environment for everyone. Bullying, harassment, and intimidation are strictly prohibited and will not be tolerated.

What is Bullying?

Bullying is when someone **intentionally** tries to harm another person mentally or physically, **more than once**.

This can include:

- Written or verbal actions (like name-calling, taunting, making threats)
- Physical actions (like stalking, menacing, coercion)
- Electronic messages (like through the internet, cell phones, etc.) (Cyberbullying)
- Violence in a dating relationship (dating violence)
- Intimidation
- Hazing

These actions are against school policy if they happen at school, on the bus, at school events, or even online.

What to Do If You are Bullied or See Someone Else Being Bullied:

If you feel like you are being bullied, or if you see someone else being bullied, you should report it right away.

Report these actions to:

1. Your principal or assistant principal
2. Your teacher
3. Your school counselor
4. Any other school staff member
5. Your parents/guardians can also report it for you.



Brecksville- Broadview Heights High School

How to Report Harassment, Intimidation, or Bullying:

A report can be submitted by going to app.saferohioschooltipline.com, emailing tip@saferohioschooltipline.com, or calling **844-723-3764**. Reports can also be made in person directly to a school counselor or administrator. When you make a report in person you will be asked to fill out the [Incident Report Form](#) linked here.

When you report an incident, try to be as specific as possible. You should include the following:

1. Who was involved
2. When and where it happened
3. How many times it happened
4. Who was targeted
5. Names of any witnesses

The above information can be reported by going to

** You can report anonymously, but keep in mind that it might be harder for the school to take action if the report is anonymous.*

What Happens After a Report is Made:

All complaints will be taken seriously and will be investigated. Identity of the person(s) making the report will be kept confidential to the extent possible at all times.

Administrators will take the information on Form A: BBHCSD Incident Report Form and determine if it could be considered bullying by using [BBHCSD Form B to investigate](#). To be considered bullying the incident must meet the following criteria:

1. Be intentional
2. Occur more than once
3. Be directed or targeted at the same student or students
4. Cause Mental or Physical harm to the student or students
5. Takes place on school property, in a school vehicle, or at a school sponsored event

If the act meets the criteria for bullying the administration will complete [Form C - BBHCSD Determination Form](#) and use the results of the investigation to issue consequences.

Brecksville – Broadview Heights High School



Student Handbook 2025-2026

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

High School Administration

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

High School Counselors

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

Table of Contents

<u>Principal's Message</u>	3	<u>Emergency Procedures</u>	18
<u>Important Telephone Numbers</u>	3	<u>Driving to School</u>	19
<u>2023-2024 BBHS High School Calendar</u>	4	<u>Rules and Regulations for Student Drivers</u>	19
<u>Mission Statement</u>	4	<u>Student Drop-Off / Pick-Up</u>	20
<u>Non-Discrimination Statement</u>	4	<u>Fines for Misuse of School Property</u>	20
<u>Sunset Clause</u>	4	<u>Service/Leadership Opportunities</u>	20
<u>Grading Philosophy Statement</u>	4	<u>Student Privilege /Open Campus</u>	20
<u>Student Expectations</u>	5	<u>Media Center / Library</u>	21
<u>Academics</u>	5	<u>Lockers</u>	21
<u>Grading Scale</u>	5	<u>Search and Seizure</u>	21
<u>Assessment of Learning</u>	6	<u>Surveillance Cameras</u>	21
<u>Academic Load</u>	6	<u>Student Behavior for Substitute Teachers</u>	21
<u>Class Add/Drops</u>	6	<u>Lost and Found</u>	21
<u>S/U Option ("Pass/Fail")</u>	6	<u>Hall Traffic and Hall Passes</u>	21
<u>Honor Roll and Merit Roll</u>	6	<u>Elevator</u>	22
<u>Report Cards / Course Grades</u>	6	<u>Leaving the Building</u>	22
<u>Interim Progress Reports</u>	7	<u>Electronic Devices, Etc</u>	22
<u>Parent/Teacher Conferences</u>	7	<u>Student Dress Code/Student Attire</u>	22
<u>National Honor Society</u>	8	<u>Student Publications</u>	23
<u>Other Honors Organization</u>	8	<u>Signs and Posters</u>	23
<u>End-Of-Course Exams</u>	8	<u>Study Hall</u>	23
<u>College Admissions Tests</u>	8	<u>Visitors</u>	23
<u>Advanced Placement Tests</u>	9	<u>BEE -TV</u>	23
<u>Attendance</u>	9	<u>Rights and Responsibilities</u>	23
<u>Student Attendance Policy</u>	9	<u>Student Responsibilities</u>	24
<u>General Absence Procedures</u>	10	<u>Brecksville-Broadview Heights City School District</u>	
<u>Make-Up Work</u>	10	<u>Student Code of Conduct</u>	24
<u>Home Instruction</u>	10	<u>Suspension</u>	25
<u>Tardiness</u>	11	<u>Expulsion</u>	27
<u>Planned Absence</u>	12	<u>Procedure for Suspension, Expulsion</u>	
<u>Attendance Policy Guidelines</u>	12	<u>and Emergency Removal</u>	29
<u>Truancy</u>	12	<u>Suspension Procedure</u>	29
<u>Medical Appointments</u>	12	<u>Expulsion Procedure</u>	30
<u>Field Trips</u>	13	<u>Emergency Removals of Students</u>	31
<u>Student Services</u>	13	<u>Detention</u>	31
<u>School Counseling Department</u>	13	<u>Discrimination/Harassment</u>	32
<u>Change of Address/Phone Number/Custody</u>	13	<u>Bullying and Other Forms of Aggressive Behavior</u>	32
<u>Board Approved Student Fees</u>	13	<u>Definition of Harassment/Intimidation/Bullying</u>	32
<u>Student Records and Directory Information</u>	13	<u>Sexual Harassment</u>	33
<u>Student Privacy and Parental Access to Information</u>	13	<u>General Statement</u>	33
<u>Special Services</u>	14	<u>Definition of Sexual Harassment</u>	33
<u>Cafeteria</u>	14	<u>Procedures for Reporting and Investigating</u>	34
<u>Clinic</u>	14	<u>Tobacco/Alcohol/Drug Policy for Extracurricular Activities and</u>	
<u>Risk Reduction Program</u>	15	<u>Interscholastic Athletes</u>	34
<u>Transportation</u>	15	<u>Statement of Philosophy</u>	34
<u>Extracurricular Programs</u>	15	<u>Tobacco, Alcohol and Drugs</u>	35
<u>Athletics</u>	16	<u>Disciplinary/Due Process Explanation and Procedures</u>	36
<u>Interscholastic Extracurricular Eligibility</u>	17	<u>Network Acceptable Use and Safety Policy</u>	36
<u>Athletic Spectator Code of Conduct</u>	17	<u>Overview</u>	37
<u>Dance Rules</u>	17	<u>Network Access</u>	37
<u>Dance Attire</u>	18	<u>Code of Conduct</u>	37
<u>Around the Building</u>	18	<u>Disclaimer</u>	38

Principal's Message

Welcome to the **2025-2026** 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 100 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 (A - K).....	740-4705
Attendance (L - Z).....	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

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

2025-2026 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 2025-2026 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 Tomasseti, 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

~~Grades report evidence of student learning. This evidence is provided, by the student, in a variety of forms: Class work, homework, quizzes, and active participation in class represent important formative evidence of learning. Completion of these kinds of assignments, while expected and important, will be used to provide students, teachers, and parents with feedback about progress, and to inform teaching and learning in the classroom. Formatives will be considered, but not necessarily counted, in reporting on student learning (the grade). SUMMATIVE experiences (tests, projects, reports, presentations, etc.) represent culminating EVALUATIVE EVIDENCE of learning at a point in time (unit/interim/quarter/final) and will serve as the basis for the grade. With time as a variable and learning as the constant, BBHHS students will be provided multiple opportunities for learning.~~

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.

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/marketing 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.

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.

Report Cards

Students receive report cards approximately one week after the end of each nine-week grading period. ~~The last report card of the year is mailed to parents.~~ 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	152 points	168 points	82 points

$$\mathbf{152 + 168 + 82 = 402 \text{ points}}$$

402/5 = 80.4 or 80% = B

NOTE: There is a floor of 55% for each grading period. This means no student can receive a score lower than a 55% for any particular grading period.

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.

Report Cards

Students receive report cards approximately one week after the end of each nine-week grading period. **The last report card of the year is mailed to parents.** 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	$76\%(0.4) + 84\%(0.4) + 82\%(0.2) = 80.4\% = B-$		

NOTE: There is a floor of 55% for each grading period. This means no student can receive a score lower than a 55% for any particular grading period.

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 C	S2 Mk C	GPA & Credit History	
24-25 Brockville-Broadview Hts. HS				Career Cum Weighted GPA: 2.383	
ACAD ENGLISH 1	9	D 0.50	F 0.00		
ACAD WORLD HISTORY	9	C 0.50	D+ 0.50		
BIO ALGEBRA 1A	9	B 0.50	C+ 0.50		
GEN PHYSICAL SCIENCE	9	B- 0.50	B- 0.50		
HEALTH	9	C+ 0.50			
PHYS ED 1	9		A 0.25		
WOODWORKING 1	9	B+ 0.50	B 0.50		
				Credit Summary	
				Earned	Required
				0.50	4.00
				English:	3.00
				Mathematics:	3.00
				Science:	3.00
				Social Studies:	0.50
				Health:	0.50
				Phys Ed:	1.00
				Fine Arts:	AS NEEDED
				Electives:	21.00
				TOTAL:	5.25

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.

~~Cumulative courses may be passed for the year even if the first semester is failed provided the second semester's work is passed with a sufficiently high grade to average passing for the year. CUMULATIVE COURSES CANNOT BE PASSED FOR THE YEAR IF THE SECOND SEMESTER IS FAILED.~~ Examples of cumulative courses are all non-semester classes. World Languages, Chemistry, Music, and Mathematics.

Non-Cumulative Courses

The following YEAR courses, if failed for a semester, must have the SAME SEMESTER'S WORK made up in order for credit to be earned for that semester. These courses are:

English 1, 2, 3, 4, Physical Science World History

Biology U.S. History Environmental Science

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

1st Quarter.....	October 24, 2025	3rd Quarter.....	March 27, 2026
2nd Quarter.....	January 16, 2025	4th Quarter.....	June 5, 2026

Interim Progress Reports

Student's progress may be monitored throughout the year by logging into PowerSchool ProgressBook. Interim Progress Reports (IPR's) will be distributed to the student who is failing or in danger of failing a class. 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 - 9/19/2025

Qtr. 2 - 11/21/2025

Qtr. 3 - 2/13/2026

Qtr. 4 - 5/1/2026

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.

10/23/2025

2/19/2026

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.

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 9, 2025*****

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 360-575.

<u>SAT:</u>		<u>ACT:</u>	
<u>Test Dates</u>	<u>Regular Reg. Deadline</u>	<u>Test Dates</u>	<u>Regular Reg. Deadline</u>
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		

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 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 4-15, 2026

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 the loss of credit 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, (A-K) 740-4705 or (L-Z) at 740-4715, before 9:00 a.m., to report student absences (there is voice mail for this number from 3:30 p.m. to 7:00 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 unexcused 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 unexcused 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 / Café Privileges

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

Excused vs Unexcused Tardies to school:

A parent may call their student in as **excused tardy** to school for any of the reasons that may fall under **excused absences**. A student may be considered **excused tardy** to school up to **5 times during the school year** (this does NOT reset per quarter). No excused tardies will be accepted without a doctor's note following the 5th tardy. If there is no parent call/note for a tardy to school it will be logged as an **unexcused tardy** to school (unexcused tardies 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 is to **Must** pick up a signed release slip from the attendance office and then scan out of the auditorium or main entrance doors. ~~with the Attendance Office when he/she leaves the building.~~ 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 ~~with the Attendance Office~~ 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 2025-2026 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 2025-2026						
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			
<i>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.</i>						
<i>CCP Failure Fee: If a student fails a CCP course, the District charges student for the total cost of the course.</i>						
<i>AP Fee: The District charges the amount assessed from the College Board + \$1</i>						
Parking Fines:	1st thru 4th offense		\$10	each offense		
	5th or more		\$20	each offense		
<i>*Instrument rental fee is per instrument if student rents a district owned instrument.</i>						

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.

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

Each student MUST have the proper emergency medical cards on file in the clinic office area. The clinic is open throughout the day to students who feel ill or have a medical emergency. A student who wants to use the clinic should get a pass from his/her teacher before reporting to the school nurse or the attendance secretary they must be "signed in" via the clinic register. Should a student be too ill to remain in school or if a medical emergency arises, parents or guardians will be contacted by the nurse or the attendance secretary. Students are not to use cell phones or leave without permission from the office. Board of Education policy governs the dispensing of prescription medications. Students who take medication prescribed by a doctor should check with the school nurse or attendance secretary for the proper procedure. Visit the following website for health requirements, medical authorization forms and information: www.bbhesd.org/health

The Brecksville Broadview Heights City Districts does not anticipate, nor have scheduled, any non-emergency, invasive physical examination or screening scheduled for the year. This does not include vision, hearing, and scoliosis screenings, which will be scheduled throughout the year. (BOE Policy 5310)

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.

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

Baseball
Basketball
Bowling
Cross Country

Girls Sports

Basketball
Bowling
Cheerleading (Co-ed)
Cross Country

Football
Golf
Lacrosse
Soccer
Swimming
Tennis
Track
Volleyball
Wrestling

Golf
Gymnastics
Lacrosse
Soccer
Softball
Swimming
Tennis
Track
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 grade 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 freshman must have passed 75% of their classes in 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.

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, student's 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. be present for greater than 50% of a school day on the day of an extracurricular activity.

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 a 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 quarterly 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. 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.
2. Students who park in the faculty lot will be assessed a fine of \$10 for their initial 3 violations. A fine of or \$20 will be issued for each additional instance.
3. 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.
4. Drivers are to park properly, one space per vehicle, between the designated lines. Drivers are not to park in handicapped or in fire lanes.
5. Students should park, lock their vehicles and go directly into the building—loitering in the parking lot is prohibited.
6. Students are not permitted to smoke/vape or engage in any disruptive behavior while in vehicles on school grounds.
7. 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.
8. A student must have permission to return to his/her car during the school day.
9. 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.
10. Give buses the right-of-way. Use extreme caution around school buses.
11. 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.
12. 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.
13. 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. 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 assigned 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. 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 items are to be immediately stored in the appropriate storage area.

Because personal communication devices (PCD's) such as cell phones have proven to be disruptive to the educational process BBHHS has instituted the following device policy in accordance with state legislation.

PCD's are permitted for student use in the following areas:

1. Hallways and Building Entrance Areas
2. Study Halls
3. Cafeteria

PCD's are **Not** permitted to be out or in use in the following areas:

1. Classrooms
2. Restrooms / Locker Rooms

PCD use in classrooms (this includes listening to music with earbuds) is not permitted unless specific permission is granted by a teacher for a set purpose. Students are to put cell phones or PCD's into cell phone holders immediately upon entering a classroom. Cell phones or PCD's may also be silenced and stored completely out of site in a student's locker or book bag. Earbuds are not to be worn in class without permission from the teacher.

If a student has a PCD out in class without consent the following consequences may go into effect:

1. **Verbal Warning** and request to immediately comply with the school cell phone / device policy.
2. **PCD Removed**—The PCD will be removed by the teacher and turned into the office.
 - a. PCD's will be available for pick up in the office at the end of the day.
3. **2nd Removal** will result in a ½ Saturday Detention.
4. **3 or more Removals** will result in a Full Saturday Detention or Loss of Open Campus.

If a student has a PCD out in a **Restroom or Locker Room** the following consequences may go into effect:

1. **PCD Removed and Saturday Detention**
 - a. The PCD will be removed by the teacher/staff member and turned into the office.
 - b. PCD's will be available for pick up in the office at the end of the day.
 - c. Students who have cell phones out in restrooms will also receive a Saturday Detention.

*Students who fail to comply with these rules may be considered insubordinate and face further discipline.

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 alike” 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 appealable 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 evening or morning 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 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.

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 2025-26

Student Handbook Front Page: (Pg. 1)

- **Update:** Formatting was updated to include the BBHHS Crest and the new school year.

Table of Contents: (Pg. 2)

- **Update:** Table of Contents with new Page Numbers and Digital links to the items as the Handbook.

Principal's Message: (Pg. 3)

Updated for the 2025-2026 School Year.

Bell Schedules (Pg 3 and 4)

- The attendance contact number was updated to reflect one attendance line. This change was made as there is no longer a need for 2 lines with the ability of absence reporting software and apps such as PowerSchool SafeArrival.

School Calendars: (Pg 4)

- **Update:** School Calendar links have been updated for the 2025-2026 School Year.

Grading Philosophy Statement: (Pg. 5)

- **Change:** The Grading Philosophy Statement was changed to reflect more clarity in terms of how grades are determined and calculated.

Grading Philosophy Statement

Grades report evidence of student learning. This evidence is provided, by the student, in a variety of forms. Class work, homework, quizzes, and active participation in class represent important formative evidence of learning. Completion of these kinds of assignments, while expected and important, will be used to provide students, teachers, and parents with feedback about progress, and to inform teaching and learning in the classroom. Formatives will be considered, but not necessarily counted, in reporting on student learning (the grade). SUMMATIVE experiences (tests, projects, reports, presentations, etc.) represent culminating EVALUATIVE EVIDENCE of learning — at a point in time (unit/interim/quarter/final) — and will serve as the basis for the grade. With time as a variable and learning as the constant, BBHHS students will be provided multiple opportunities for learning.

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.

Report Cards / Cumulative Grades / Report Card Dates / Interim Progress Report Dates / Conference Dates (Pgs. 7 & 8):

- **Update:** The Report Card and Cumulative Course Grade Sections were specifically updated to add clarity into how grades are determined based on feedback from parents, students and teachers from the 2025 Handbook Committee Meetings. The dates for posting of Grades / Interims / and Conferences for 2025-2026 school year were also updated.

Report Cards

Students receive report cards approximately one week after the end of each nine-week grading period. ~~The last report card of the year is mailed to parents.~~ 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	152 points	168 points	82 points

$$152 + 168 + 82 = 402 \text{ points}$$

5

$$402/5 = 80.4 \text{ or } 80\% = \text{B}$$

NOTE: There is a floor of 55% for each grading period. This means no student can receive a score lower than a 55% for any particular grading period.

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

Cumulative courses can be passed for the year if the second semester's grade is high enough to offset a failed first semester grade, resulting in a passing yearly average. However, they cannot be passed if the second semester is failed. Examples of these courses would include all non-semester classes.

~~Cumulative courses may be passed for the year even if the first semester is failed provided the second semester's work is passed with a sufficiently high grade to average passing for the year. CUMULATIVE COURSES CANNOT BE PASSED FOR THE YEAR IF THE SECOND SEMESTER IS FAILED.~~ Examples of cumulative courses are all non-semester classes. World Languages, Chemistry, Music, and Mathematics.

Non-Cumulative Courses

The following YEAR courses, if failed for a semester, must have the SAME SEMESTER'S WORK made up in order for credit to be earned for that semester. These courses are:

English 1, 2, 3, 4, Physical Science, World History

Biology, U.S. History, Environmental Science

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

1st Quarter.....	October 24, 2025	3rd Quarter.....	March 27, 2026
2nd Quarter.....	January 16, 2025	4th Quarter.....	June 5, 2026

Advanced Placement Tests (Pg 10)

- **Update:** The AP Test dates for Spring of 2025.

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 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 4-15, 2026

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

Notifications of Attendance Problems (Pg. 11):

- **Update:** Language to state that truancy will be filed rather than loss of credit in accordance with HB 410.

Notification of attendance problems:

1. Parents and students will be notified of attendance problems prior to ~~the loss of credit~~ truancy being filed.

General Absence Procedures (Pg. 11):

- **Update:** The General Absence Procedures to reflect new reporting methods for calling students out of school such as using the SchoolMessenger/SafeArrival App and the single absence reporting line.

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, (A-K) 740-4705 or (L-Z) at 740-4715, before 9:00 a.m. to report student absences (there is voice mail for this number from 3:30 p.m. to 7:00 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.

Tardiness to School/Class (Pg. 12):

- **Update:** The statements in the tardiness section to reflect that excused tardies will now be counted as absences rather than tardies to more accurately assist in according attendance in PowerSchool.

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 unexcused 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 unexcused 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.

Excused vs Unexcused Tardies to school:

A parent may call their student in as **excused tardy** to school for any of the reasons that may fall under **excused absences**. A student may be considered **excused tardy** to school up to **5 times during the school year** (this does NOT reset per quarter). No excused tardies will be accepted without a doctor’s note following the 5th tardy. If there is no parent call/note for a tardy to school it will be logged as an **unexcused tardy** to school (unexcused tardies reset each quarter).

Medical Appointments (Pg. 13):

- **Update:** Language stating how to properly report medical appointments as student absences.

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/SaveArrival 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 is to **Must** pick up a signed release slip from the attendance office and then scan out of the auditorium or main entrance doors, with the Attendance Office when he/she leaves the building.** 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 **with the Attendance Office 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**.

Board Approved Student Fees (Pg 14):

- **Add:** Information on Board Approved student fees including a Fee table for the HS. Adding this information will continue to assist the treasurer’s office and the BBHHS main office collect student fees.

Board Approved Student Fees

The chart below contains the Board of Education approved Student Fees for the 2025-2026 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 2025-2026						
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. 16):

- **Add/Update:** Add and 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.

Clinic

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

Each student MUST have the proper emergency medical cards on file in the clinic office area. The clinic is open throughout the day to students who feel ill or have a medical emergency. A student who wants to use the clinic should get a pass from his/her teacher before reporting to the school nurse or the attendance secretary — they must be “signed in” via the clinic register. Should a student be too ill to remain in school or if a medical emergency arises, parents or guardians will be contacted by the nurse or the attendance secretary. Students are not to use cell phones or leave without permission from the office. Board of Education policy governs the dispensing of prescription medications. Students who take medication prescribed by a doctor should check with the school nurse or attendance secretary for the proper procedure. Visit the following website for health requirements, medical authorization forms and information: www.bbhcisd.org/health

The Brecksville-Broadview Heights City Districts does not anticipate, nor have scheduled, any non-emergency, invasive physical examination or screening scheduled for the year. This does not include vision, hearing, and scoliosis screenings, which will be scheduled throughout the year. (BOE Policy 5310)

Interscholastic Extracurricular Eligibility (Pg. 19):

- **Update:** Language under the attendance requirements section to clarify that students may continue to compete or participate in extracurricular programs as long as they are meeting their attendance requirements laid out in their absences intervention plan.

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. ~~be present for greater than 50% of a school day on the day of an extracurricular activity.~~

School Safety and Reporting (Pg. 20):

- **Add:** Language to reflect the district moving to the state's new safe school's reporting system and away from StopIt. This move was made to save on costs. The safe school's reporting system is free through the State, where StopIt incurs an annual cost.

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.

Lockers (Pg. 23):

- **Update:** Language to reflect a move back to requesting lockers. This move was made, due to the fact that the majority of students at BBHHS do not use lockers and because requesting lockers and assigning them individually is a more convenient and streamlined process in the new SIS PowerSchool.

Lockers

1. Each student is ~~assigned~~ 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.

Electronic Device / Personal Communication Device (PCD) Policy (Pg. 24-26):

- **Update:** The PCD policy has been updated to reflect the uniform policy put in place by the High School last fall following state legislative action. This PCD policy applies most specifically to cell phones throughout the school day and meets state requirements.

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 person/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 items are to be immediately stored in the appropriate storage area.

Because personal communication devices (PCD's) such as cell phones have proven to be disruptive to the educational process BDIHS has instituted the following device policy in accordance with state legislation.

PCD's are permitted for student use in the following areas:

1. Hallways and Building Entrance Areas
2. Study Halls
3. Cafeteria

PCD's are Not permitted to be out or in use in the following areas:

1. Classrooms
2. Restrooms / Locker Rooms

PCD use in classrooms (this includes listening to music with earbuds) is not permitted unless specific permission is granted by a teacher for a set purpose. Students are to put cell phones or PCD's into cell phone holders immediately upon entering a classroom. Cell phones or PCD's may also be silenced and stored completely out of site in a student's locker or book bag. Earbuds are not to be worn in class without permission from the teacher.

If a student has a PCD out in class without consent the following consequences may go into effect:

1. **Verbal Warning** and request to immediately comply with the school cell phone / device policy.
2. **PCD Removed** The PCD will be removed by the teacher and turned into the office.
 - a. PCD's will be available for pick up in the office at the end of the day.
3. **2nd Removal** will result in a ½ Saturday Detention.
4. **3 or more Removals** will result in a Full Saturday Detention or Loss of Open Campus.

If a student has a PCD out in a **Restroom or Locker Room** the following consequences may go into effect:

1. **PCD Removed and Saturday Detention**
 - a. The PCD will be removed by the teacher/staff member and turned into the office.
 - b. PCD's will be available for pick up in the office at the end of the day.
 - c. Students who have cell phones out in restrooms will also receive a Saturday Detention.

*Students who fail to comply with these rules may be considered insubordinate and face further discipline.

Study Hall (Pg. 26):

- **Add:** Language is added to reflect that students must report to study hall for attendance before reporting to a teacher or other locations without a pass or permanent pass.

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.

Detentions (Pg. 35):

- **Add:** Language is added to show minor infractions for which a weekday or Saturday detention may be imposed. This was added as a result of student, parent, and teacher feedback from the handbook committee conference.

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 ~~evening or morning~~ 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.

Additional Handbook Inserts / Appendix Resources (Not contained in the actual handbook):

- **Add:** The middle school and high school have created additional handbook inserts that outline both the [Student Code of Conduct](#) and the [District Statement on Harassment, Intimidation, Bullying](#) in a user friendly format that is easier for students to understand. The document is a product of the handbook committee and also outlines procedures for reporting Harassment, Intimidation, and Bullying. While this statement is not contained in the handbook it will be utilized by administrators to help explain what is in the handbook.

[Student Friendly Version Code of Conduct](#)

[Student Friendly Version of the Code of Conduct](#)

Brecksville – Broadview Heights High School



Student Handbook 2025-2026

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

High School Administration

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

High School Counselors

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

Table of Contents

<u>Principal's Message</u>	3	<u>Emergency Procedures</u>	20
<u>Important Telephone Numbers & Bell Schedules</u>	3	<u>Driving to School</u>	20
<u>2025-2026 BBHHS High School Calendar</u>	4	<u>Rules and Regulations for Student Drivers</u>	21
<u>Mission Statement</u>	4	<u>Student Drop-Off / Pick-Up</u>	21
<u>Non-Discrimination Statement</u>	4	<u>Fines for Misuse of School Property</u>	21
<u>Sunset Clause</u>	4	<u>Service/Leadership Opportunities</u>	22
<u>Grading Philosophy Statement</u>	5	<u>Student Privilege /Open Campus</u>	22
<u>Student Expectations</u>	5	<u>Media Center / Library</u>	22
<u>Academics</u>	5	<u>Lockers</u>	22
<u>Grading Scale</u>	6	<u>Search and Seizure</u>	23
<u>Assessment of Learning</u>	6	<u>Surveillance Cameras</u>	23
<u>Academic Load</u>	6	<u>Student Behavior for Substitute Teachers</u>	23
<u>Class Add/Drops</u>	6	<u>Lost and Found</u>	23
<u>S/U Option ("Pass/Fail")</u>	7	<u>Hall Traffic and Hall Passes</u>	23
<u>Honor Roll and Merit Roll</u>	7	<u>Elevator</u>	23
<u>Report Cards / Course Grades</u>	7	<u>Leaving the Building</u>	24
<u>Interim Progress Reports</u>	8	<u>Personal Electronic Device Policy</u>	24
<u>Parent/Teacher Conferences</u>	8	<u>Student Dress Code/Student Attire</u>	25
<u>National Honor Society</u>	9	<u>Student Publications</u>	25
<u>Other Honors Organization</u>	9	<u>Signs and Posters</u>	25
<u>End-Of-Course Exams</u>	9	<u>Study Hall</u>	25
<u>College Admissions Tests</u>	9	<u>Visitors</u>	25
<u>Advanced Placement Tests</u>	10	<u>BEE -TV</u>	26
<u>Attendance</u>	10	<u>Rights and Responsibilities</u>	26
<u>Student Attendance Policy</u>	10	<u>Student Responsibilities</u>	26
<u>General Absence Procedures</u>	11	<u>Brecksville-Broadview Heights City School District</u>	
<u>Make-Up Work</u>	11	<u>Student Code of Conduct</u>	26
<u>Home Instruction</u>	11	<u>Suspension</u>	27
<u>Tardiness</u>	12	<u>Expulsion</u>	29
<u>Planned Absence</u>	12	<u>Procedure for Suspension, Expulsion</u>	
<u>Attendance Policy Guidelines</u>	13	<u>and Emergency Removal</u>	31
<u>Truancy</u>	13	<u>Suspension Procedure</u>	31
<u>Medical Appointments</u>	13	<u>Expulsion Procedure</u>	32
<u>Field Trips</u>	13	<u>Emergency Removals of Students</u>	33
<u>Student Services</u>	14	<u>Detention</u>	34
<u>School Counseling Department</u>	14	<u>Discrimination/Harassment</u>	35
<u>Change of Address/Phone Number/Custody</u>	14	<u>Bullying and Other Forms of Aggressive Behavior</u>	35
<u>Board Approved Student Fees</u>	14	<u>Definition of Harassment/Intimidation/Bullying</u>	35
<u>Student Records and Directory Information</u>	14	<u>Sexual Harassment</u>	36
<u>Student Privacy and Parental Access to Information</u>	15	<u>General Statement</u>	36
<u>Special Services</u>	15	<u>Definition of Sexual Harassment</u>	36
<u>Cafeteria</u>	16	<u>Procedures for Reporting and Investigating</u>	36
<u>Clinic</u>	16	<u>Tobacco/Alcohol/Drug Policy for Extracurricular Activities and</u>	
<u>Risk Reduction Program</u>	16	<u>Interscholastic Athletes</u>	37
<u>Transportation</u>	16	<u>Statement of Philosophy</u>	37
<u>Extracurricular Programs</u>	17	<u>Tobacco, Alcohol and Drugs</u>	37
<u>Athletics</u>	17	<u>Disciplinary/Due Process Explanation and Procedures</u>	39
<u>Interscholastic Extracurricular Eligibility</u>	18	<u>Network Acceptable Use and Safety Policy</u>	39
<u>Athletic Spectator Code of Conduct</u>	19	<u>Overview</u>	39
<u>Dance Rules</u>	19	<u>Network Access</u>	39
<u>Dance Attire</u>	20	<u>Code of Conduct</u>	40
<u>Around the Building</u>	20	<u>Disclaimer</u>	40

Principal's Message

Welcome to the 2025-2026 school year at Brecksville-Broadview Heights High School we are excited to have you join our school-community and look forward to all the opportunities this school year holds for your growth, learning, and success. As you begin your journey at BBHHS, we encourage you to take full advantage of the many resources available to you. One essential resource is this student handbook. The student handbook is your guide to understanding the expectations, responsibilities, and day to day procedures that help our school run smoothly. Becoming familiar with policies around attendance, academic eligibility, and behavior will help set you up for a successful and rewarding school year.

BBHHS has a proud legacy of 142 years rooted in academic achievement, personal development, and strong community. We're proud of where we have been and even more excited about where we are going with you as part of that future. One of the best ways to make the most of your high school experience is to get involved. Whether it's joining a club, trying out for a team, participating in school events, or exploring something new that sparks your curiosity, we encourage you to find meaningful ways to connect to BBHHS. Getting involved not only helps you discover your interests and passions but also deepens your connection to the people and spirit that make BBHHS such a special place. Welcome again and we cannot wait to see what you'll accomplish here!

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

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

Rally/Assembly Schedule

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

2025-2026 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 2025-2026 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 Tomasseti, 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.

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/markings 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.

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.

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	$76\%(0.4) + 84\%(0.4) + 82\%(0.2) = 80.4\% = B-$		

NOTE: There is a floor of 55% for each grading period. This means no student can receive a score lower than a 55% for any particular grading period.

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	1A	S1	S2	GPA & Credit History	
24-25 Bracksville-Broadview Hts. HS					Career Cum Weighted GPA: 2.383	
ACAD ENGLISH I	9	D	0.50	F	0.00	
ACAD WORLD HISTORY	9	C	0.50	D+	0.50	
BASAL GEOM 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	B+	0.50	A	0.25	
WOODWORKING 1	9	B+	0.50	B	0.50	
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		
Fin/Arts:		0.50		1.00		
Electives:		1.00		AS NEEDED		
TOTAL:		6.25		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 24, 2025 3rd Quarter.....March 27, 2026
2nd Quarter.....January 16, 2025 4th Quarter.....June 5, 2026

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 - 9/19/2025 Qtr. 2 - 11/21/2025
Qtr. 3 - 2/13/2026 Qtr. 4 - 5/1/2026

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.

10/23/2025 2/19/2026

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.

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 9, 2025*****

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 360-575.

SAT:		ACT:	
<u>Test Dates</u>	<u>Regular Reg. Deadline</u>	<u>Test Dates</u>	<u>Regular Reg. Deadline</u>
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		

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 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 4-15, 2026

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 extracurricular 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 2025-2026 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 2025-2026						
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			
<i>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.</i>						
<i>CCP Failure Fee: If a student fails a CCP course, the District charges student for the total cost of the course.</i>						
<i>AP Fee: The District charges the amount assessed from the College Board + \$1</i>						
Parking Fines:	1st thru 4th offense		\$10	each offense		
	5th or more		\$20	each offense		
<i>*Instrument rental fee is per instrument if student rents a district owned instrument.</i>						

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. Door-dashing 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.

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.

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, Nordononia, 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

Baseball
Basketball
Bowling
Cross Country
Football
Golf
Lacrosse
Soccer
Swimming
Tennis
Track
Volleyball
Wrestling

Girls Sports

Basketball
Bowling
Cheerleading (Co-ed)
Cross Country
Golf
Gymnastics
Lacrosse
Soccer
Softball
Swimming
Tennis
Track
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 grade 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 freshman must have passed 75% of their classes in 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.

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, student's 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 a 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. 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.
2. **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.**
3. 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.
4. Drivers are to park properly, one space per vehicle, between the designated lines. Drivers are not to park in handicapped or in fire lanes.
 5. Students should park, lock their vehicles and go directly into the building—loitering in the parking lot is prohibited.
 6. Students are not permitted to smoke/vape or engage in any disruptive behavior while in vehicles on school grounds.
 7. 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.
 8. A student must have permission to return to his/her car during the school day.
 9. 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.
 10. Give buses the right-of-way. Use extreme caution around school buses.
 11. 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.
 12. 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.
 13. 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. 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. 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 items are 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.

A student friendly guide to the [Code of Conduct and Disciplinary Procedures](#) is available at this link as a resource to assist students, parents, and teachers with having a deeper understanding of our school policies.

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 appealable 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).

A [student friendly version of the district statement on Harassment, Intimidation, and Bullying](#) along with explanations and a guide on reporting procedures is available at the link above.

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.

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.

Middle School Student Planner Updates 25-26

- Bell Schedule changed to give three extra minutes to each grade's lunch period
Page 1
- Changed grade level assignments for principals and counselors. page 1
- Changed Jill Dougherty as new guidance secretary. page 1
- Deleted list of teacher names/emails. page 1 and page 2
- Changed various school calendar dates for 25-26 school year. page 1-2
- Changed to the Safer Ohio School Tip line from the Stop It app and added info on reporting and what types of incidents should be reported through the tip line on page 2
- Updated the grading periods and how many school days are in each grading period and what days the report cards are due page 2
- Under make up work and home instruction changed guidance counselor to "school" counselor. Page 5
- Updated tardiness policy and removed antiquated language around tardiness policy that no longer applies to daily practice. Page 6
- Updated Early dismissal language to explain the procedure for a student needing to leave school early. Page 6
- In extracurricular activities, added language around being in attendance by 11:12 in order to participate in after school activities that day. Page 7
- Added "fliers" to signs and posters section to material that students must get approval from main office before they distribute or post around the building. Pg. 8
- Added Alumni and students from other district buildings may visit after the school day ends to visitors sections. Page 8
- Added novels from classroom libraries to the textbook section policy. Page 8
- Added "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." Under Disciplinary Actions. Page 10
- Updated Harassment, Bullying and Intimidation general statement and definition to match exact adopted board policy. Page 15

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 2025-2026

PRINCIPAL:	Todd Rings	Grade 6
ASST. PRINCIPAL:	Spencer Warders	Grade 7/8
COUNSELORS:	Jane Ciuni	6th Grade
	Claire Gonter	7th Grade
	Nicole Lenczewski	8th Grade
SCHOOL PSYCHOLOGIST:	Joe D'Alessandro	
ADMINISTRATIVE ASSISTANT:	Cathy Gaudio	
SECRETARIES:	Laura Jonozzo (Main Office/Attendance)	
	Jill Dougherty (Guidance office)	
HEALTH CARE COORD:	Kim DiRocco RN	
SRO:	Officer Jose Garcia	

2025-2026

SCHOOL CALENDAR

Aug 13	Rising 6th Grade parent meeting 7pm
Aug 14	Building Visitation: Grade 7/8 9-11 am
	Grade 6 12-2 pm
Aug 19	New Student Orientation 1pm

Aug 20

Aug 27
Aug 28
Sep 1
Sep 15-19
Sep 24
Oct 9
Oct 10
Oct. 13
Oct 16
Oct 20
Oct 22
Oct.27
Nov 5
Nov 6
Nov 11
Nov 24-25
Nov 26-28
Dec 10
Dec 17
Dec 18
Dec 18
Dec 22-Jan 2
Jan 5
Jan 12
Jan 19
Feb 2
Feb. 12
Feb 16
Mar 3
Mar 4
Mar 11
Mar 18
Mar 19
Mar 20
Mar 30-Apr 6
April 7
April 13
April 18
April 21-22
April 24
April 29
May 5-6
May 7
May 9
May 11

School Opens

Picture Day
Meet the Teacher Night 7pm
Labor Day - No School
MS Starts with Hello week
6th Grade Band Informance 7pm
MS/HS Concert of Choirs 7pm
NEOEA Day - No School
Fall Sports Banquet 6pm
MS Parent/Teacher conf. all grades 4-7pm
Records Day - No School for students
MS Parent/Teacher conf. all grades 4-7pm
Red Ribbon Week
MS Picture Retake Day
DC Introduction Mtg 7pm
Veterans Day Event -6th grade music 9am
Prof. Waiver Days - No School for Students
Thanksgiving Break - No School
MS Orchestra Holiday Concert 7pm
MS Band Holiday Concert 7pm
MS Choir Holiday Concert 7pm
7 th Grade Field Trip <u>A Christmas Carol</u>
Winter Break -No School
School Resumes
Teacher Records Day - No Students
Martin Luther King Day - No School
8th Grade Academic planning night 7pm HS
Winter Sports Banquet 6 pm
President's Day - No School
Concert/ Symphonic/6th grade Band 7pm
Wind Ensemble, 7th/8th grade Band 7pm
MS Prevention Week
MS/HS Orchestra at MS 7pm
6,7,8 MS Choir Concert 7 pm
Records Day - No School for students
Spring Break - No School
School Resumes
Washington DC Parent Mtg 7-8pm
Washington DC Chaperone Mtg 9am Media
ELA OST Testing Grades 6,7,8
MS/HS Jazz Night 6pm
Science Testing Grade 8
Math Testing Grade 6,7,8
8th Grade Music Concert 7pm
Music in the Parks Cedar Point
WDC Luggage Drop Off 6-7:30pm

May 12-15	8th Grade DC trip	80 – 82.9	B- (2.7)
May 14	MS Orchestra Concert 6,7 7pm	77 – 79.9	C+ (2.3)
May 19	Spring Sports Banquet 6 pm	73 – 76.9	C (2.0)
May 20	MS Band Concert 6,7 7pm	70 – 72.9	C- (1.7)
May 21	MS Choir Concert 6,7 7pm	67 – 69.9	D+ (1.3)
May 22	30 Book Challenge Party	64 – 66.9	D (1.0)
May 25	Memorial Day—No School	60 – 63.9	D- (0.7)
May 28	Academic Recognition Night 7pm	59 and below	F (0)
June 1	Kick It Day		
June 2	Last Day For Students – Early Dismissal		
June 3	Last Day For Teachers		



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)

GRADING PERIODS

First quarter	Aug 20 - Oct 17	41 days
Second quarter	Oct 21 - Jan 9	44 days
Third quarter	Jan 13 - Mar 19	46 days
Fourth quarter	Mar 23 - June 3	45 days

Report Cards will be posted to PowerSchool on the following dates: 10/25, 1/22, 4/4 and 6/6.

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.

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

Proof of vaccination must be provided to the school prior to the 14th day of school. There are some exemptions provided under the law. These can be discussed with the clinic staff.

The Brecksville-Broadview Heights City School District does not anticipate, nor have scheduled any non-emergency, invasive physical examination or screening scheduled for the current school year. This does not include vision, hearing, and scoliosis screenings, which will be scheduled throughout the year. (BOE Policy 5310)

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)

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)
- 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)

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 grade 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, at which time the grades from the immediately preceding grading period are effective. In order to participate in an extracurricular event, the student will need to be in attendance by 11:12 am.

- 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).

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;

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. 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, 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. Insurance programs are available and recommended to cover accidental damage. Technical support is provided in the media center before school and during lunch.

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 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:

1 st violation	warning
2 nd violation	second warning parent phone call
3 rd violation	one office detention
4 th violation	two office detentions
5 th violation	½ day Saturday detention
6 th 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 alike” 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.

BRECKSVILLE - BROADVIEW HEIGHTS ELEMENTARY SCHOOL
PARENT HANDBOOK
2025 -2026



3500 Oaks Road
Brecksville, Ohio 44141



Website: www.bbhcsc.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

Mr. Christopher Hartland Associate Principal
Melody Davies, Secretary
Mrs. Lynn Clapper, School Counselor
Mrs. Halle Halub, School Counselor

Intermediate School 3-5

Mr. Robert Magyar, Head Principal

Ms. Tina McCauley, Associate Principal
Maria Camperchioli, Secretary
Ms. Taylor Hendershot, School Counselor
Ms. Lauren Sostakowski, **School Counselor**

Administrative Assistant

Lisa Levine

Attendance Secretary

Karen Chalupa

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.

Brecksville-Broadview Heights City School District 2025-2026 School Calendar

<p>08/15 Teacher Work Day 08/18 - 19 Teacher Work Day 08/20 First Day of School</p>	August 2025	February 2026	<p>02/16 President's Day - No School</p>																																																																																																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28															
Su	M	Tu	W	Th	Fr	Sa																																																																																															
					1	2																																																																																															
3	4	5	6	7	8	9																																																																																															
10	11	12	13	14	15	16																																																																																															
17	18	19	20	21	22	23																																																																																															
24	25	26	27	28	29	30																																																																																															
31																																																																																																					
Su	M	Tu	W	Th	Fr	Sa																																																																																															
1	2	3	4	5	6	7																																																																																															
8	9	10	11	12	13	14																																																																																															
15	16	17	18	19	20	21																																																																																															
22	23	24	25	26	27	28																																																																																															
<p>09/01 Labor Day - No School</p>	September 2025	March 2026	<p>03/19 End of 3rd Grading Period 03/20 Teacher Records Day - No School for Students 03/30-31 Spring Break - No School</p>																																																																																																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30												<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31												
Su	M	Tu	W	Th	Fr	Sa																																																																																															
	1	2	3	4	5	6																																																																																															
7	8	9	10	11	12	13																																																																																															
14	15	16	17	18	19	20																																																																																															
21	22	23	24	25	26	27																																																																																															
28	29	30																																																																																																			
Su	M	Tu	W	Th	Fr	Sa																																																																																															
1	2	3	4	5	6	7																																																																																															
8	9	10	11	12	13	14																																																																																															
15	16	17	18	19	20	21																																																																																															
22	23	24	25	26	27	28																																																																																															
29	30	31																																																																																																			
<p>10/10 NEOEA Day - No School 10/17 End of 1st Grading Period 10/20 Teacher Records Day - No School for Students</p>	October 2025	April 2026	<p>04/01-06 Spring Break - No School</p>																																																																																																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31									<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td></td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa			1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30										
Su	M	Tu	W	Th	Fr	Sa																																																																																															
			1	2	3	4																																																																																															
5	6	7	8	9	10	11																																																																																															
12	13	14	15	16	17	18																																																																																															
19	20	21	22	23	24	25																																																																																															
26	27	28	29	30	31																																																																																																
Su	M	Tu	W	Th	Fr	Sa																																																																																															
		1	2	3	4																																																																																																
5	6	7	8	9	10	11																																																																																															
12	13	14	15	16	17	18																																																																																															
19	20	21	22	23	24	25																																																																																															
26	27	28	29	30																																																																																																	
<p>11/24-25 Prof. Waiver Days - No School for Students 11/26-28 Thanksgiving Break</p>	November 2025	May 2026	<p>05/25 Memorial Day - No School</p>																																																																																																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	S	M	T	W	T	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30							<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							
S	M	T	W	T	F	S																																																																																															
						1																																																																																															
2	3	4	5	6	7	8																																																																																															
9	10	11	12	13	14	15																																																																																															
16	17	18	19	20	21	22																																																																																															
23	24	25	26	27	28	29																																																																																															
30																																																																																																					
Su	M	Tu	W	Th	Fr	Sa																																																																																															
					1	2																																																																																															
3	4	5	6	7	8	9																																																																																															
10	11	12	13	14	15	16																																																																																															
17	18	19	20	21	22	23																																																																																															
24	25	26	27	28	29	30																																																																																															
31																																																																																																					
<p>12/22 - 31 Winter Break</p>	December 2025	June 2026	<p>06/02 Last Day of School 06/03 Teacher Records Day</p>																																																																																																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31											<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30												
Su	M	Tu	W	Th	Fr	Sa																																																																																															
	1	2	3	4	5	6																																																																																															
7	8	9	10	11	12	13																																																																																															
14	15	16	17	18	19	20																																																																																															
21	22	23	24	25	26	27																																																																																															
28	29	30	31																																																																																																		
Su	M	Tu	W	Th	Fr	Sa																																																																																															
	1	2	3	4	5	6																																																																																															
7	8	9	10	11	12	13																																																																																															
14	15	16	17	18	19	20																																																																																															
21	22	23	24	25	26	27																																																																																															
28	29	30																																																																																																			
<p>01/01-02 Winter Break 01/09 End of 2nd Grading Period 01/12 Prof. Waiver Days - No School for Students 01/19 MLK Day - No School</p>	January 2026	<p>1st Grading Period 8/20 - 10/17/25 (41 Student Days) 2nd Grading Period 10/21 - 01/09/26 (44 Student Days) 3rd Grading Period 1/13 - 3/19/26 (46 Student Days) 4th Grading Period 3/23 - 6/02/26 (45 Student Days)</p> <p>▲ First Day of School ■ Staff Work-No School for Students ● End of Grading Period ■ No School for Students</p> <p>186 Teacher Days/ 176 Student Days</p>																																																																																																			
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31																																																										
Su	M	Tu	W	Th	Fr	Sa																																																																																															
				1	2	3																																																																																															
4	5	6	7	8	9	10																																																																																															
11	12	13	14	15	16	17																																																																																															
18	19	20	21	22	23	24																																																																																															
25	26	27	28	29	30	31																																																																																															

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
Health Services
 Clinic
 Medications Taken At School
 Injuries
 Head and Face Injuries
 Illness and Fevers
 Immunizations
 Vision and Hearing
 Physicals
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
Playground and Recess

BBHES Indoor Slide
Student Valuables
Lost and Found
Parties and Birthdays
Therapy Dog
Safety and Security
STOP-IT 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



OUR MISSION

The **BBHCS D** 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 **BBHCS D** 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**

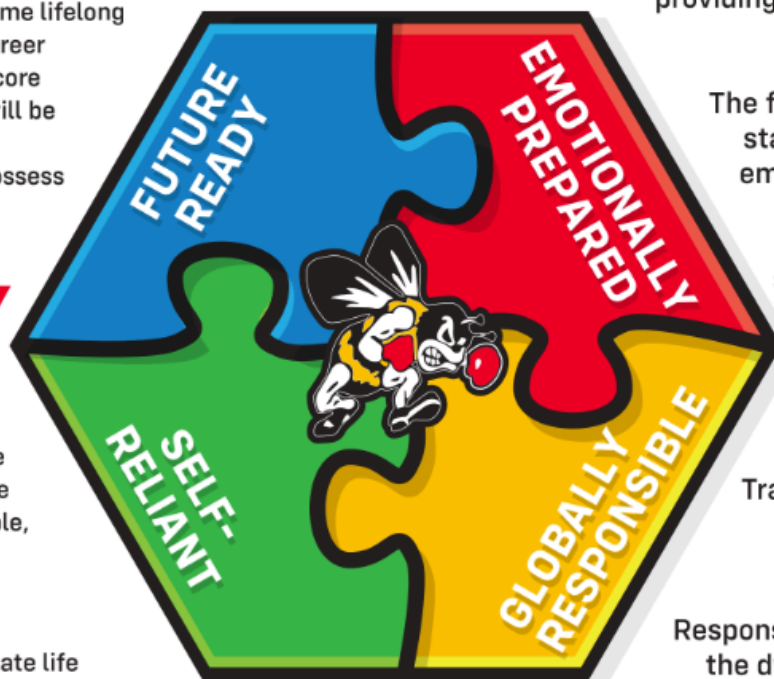
Bees will be self-aware and self-confident and have a growth mindset, while being resilient, adaptable, and flexible.

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 BBHCS D

Comprehensive preparedness of our students' future college and career pathways

Protecting the Banner of the BBHCS D!

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	<ul style="list-style-type: none"> • Challenge Yourself • Actively Engage • Own your Choices 	Always Improving
Bee One Community	<ul style="list-style-type: none"> • Respect Differences • Build Relationships • Empower Others 	Stronger Together
Bee the Future	<ul style="list-style-type: none"> • Act with Purpose • Pursue your Plan • Live Forever Proud 	Leave a Legacy



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





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



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.bbhcsc.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-in-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.

HEALTH SERVICES

Please complete the Health questionnaire information in Final Forms no later than the first day of school. Medical authorities and school educators urge that every child have a complete medical examination before entering school in order that health issues, if present, may be corrected and the child be physically ready to accept all the advantages that education has to offer.

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

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.

The Brecksville-Broadview Heights City School District does not anticipate, nor have scheduled any non-emergency, invasive physical examination or screening scheduled for the 2024-2025 District year for students. This does not include vision, hearing, and scoliosis screenings, which will be scheduled throughout the year. (BOE Policy 5310)

Medications Taken at School: All medications should be given to students at home when possible. Medications ordered three times a day should be given before school, after school, and bedtime. If it is necessary for a student to take medication during the school day, the following requirements **must be met** to insure our students' safety:

- Any medication must come to school in its original container with the child's name on it. Pharmacies may be asked to divide prescriptions into two bottles.
- Parents are to bring medications to the school office. Students may not carry medication on the bus.
- Complete written instructions must be given to the principal or his/her designee with the parent's written permission and signature. Forms are available in the office/clinic or on line at www.bbhcsc.org/health. There are separate forms for prescription and non-prescription medications. There are also forms for epipens and inhalers, which the students may carry with them once the forms are completed and on file in the clinic. Prescription forms should be taken to your child's physician and returned with the medication.

- Prescription medication must be accompanied by the physician's instructions, side effects that should be reported, along with their signature and phone number.
- The first dose of a new medication must not be administered at school in case of an allergic reaction.
- New requests for medication must be submitted at the beginning of each new school year or as medical needs arise. Both the physician and parent must complete new forms unless it is for non-prescription medications.

Parents must pick up unused medication. Medications will be disposed of 30 days after they are discontinued. These practices ensure that medication is given safely at school. Please call the office if you have any questions.

Injuries: Minor injuries, such as skinned knees, will be treated in the clinic, but anything requiring treatment other than first aid is not permitted to be administered by school personnel. Parents will be notified when there is doubt about the seriousness of an injury or when injuries are considered more than minor.

Head and Face Injuries:

- If a student receives ANY bump etc. to the head or face area he/she/needs to come to the clinic to be assessed, no matter how small.
- If NO signs/symptoms of concussion are present (dizziness/general headache/ nausea/ confusion/ incoordination/dilated pupils etc.), students may have ice and return to class.
- If there ARE signs/symptoms of concussion present (dizziness/general headache/ nausea/ confusion/ incoordination/dilated pupils etc.), keep the student at least 15 minutes with ice. If concerns/symptoms do not go away, ask parents to take the student to see a primary care doctor (does not necessarily need to go to the emergency room).
- Parents will be notified of a head/face injury.
- Students going back to class will have:
 - Note to the teacher regarding the head injury including the time the student left the clinic and time to come back to be re-checked in one hour.
 - Head injury note to go home.

Illness and Fevers: A child who complains of nausea, headaches or poor health will have his/her temperature taken in the clinic. If the child has a fever, the parent will be called to take the child home. If there is not an apparent temperature, the child will rest in the clinic for a while to see if his/her condition improves. If it does not, the parent will be called to take the child home. Students sent home with fevers must be **"fever free" for 24 hours** before returning to school. Students who are vomiting or those with diarrhea must also stay home for at least 24 hours for the health and protection of all students and staff.

Immunizations: Immunization records must be provided to school within fourteen school days after the student's school start date. e State Health Department requires that all students have evidence of having been administered the following immunizations:

- DPT (diphtheria, pertussis, tetanus) - Kindergarteners- 5 doses if the 4th dose was given before the 4th birthday. Grades One through Twelve- 3-4 doses (for 7yrs and older a 4th dose is not required if the 3d dose is Td.
- Polio- Kindergarteners-4 doses if the 3d dose was given before the 4th birthday. Grades One through Twelve- 3 doses.
- MMR (measles, mumps, rubella)-2 doses- the first dose given on or after the first birthday. The second shot must be given at least 28 days after the first dose.
- Hepatitis B- all 3 shots Grades K-6. Grades 6-12-not required.

According to Section 3701.13 and 3313.671 of the Ohio Revised Code, it will be necessary to exclude from school all pupils who have not been adequately immunized by the 15th day of school entrance.

Vision and hearing: Vision and hearing screening is done for all students in Kindergarten, first grade, third grade, and fifth grade. Parents will be notified if any follow up is necessary.

Bloodborne Pathogens: Our school follows the Occupational Safety and Health Administration regulation 20 CFR 1919.1030: Occupational Exposure to Blood Borne Pathogens. The following precautions will be followed, as the state guidelines expect, for students and staff. When coming into contact with a situation that involves bleeding (bloody nose, cuts, loose teeth, etc.), we will be using gloves, which are provided for all staff. Any tooth that has fallen out will be sent home in a plastic bag with a similar label on it. You may be asked to bring in fresh clothing for your child.

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 Spangler 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.bbhcscd.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
I-Ready Reading **(for gifted identification in January and May)**

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

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.

STOPIT REPORTING HOTLINE - 1-440-381-8983 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.

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 (440.740.4100) by 8:45 AM. You may leave a voicemail message at any time or send an email to bbhesattendance@bbhcsd.org if your child will be absent for the day. If you fail to do so, we will attempt to contact you at your home or office to verify the absence. 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.

BBHCS D 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)

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
2025 -2026



3500 Oaks Road
Brecksville, Ohio 44141



Website: www.bbhcsc.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

Mr. Christopher Hartland Associate Principal
Melody Davies, Secretary
Mrs. Lynn Clapper, School Counselor
Mrs. Halle Halub, School Counselor

Intermediate School 3-5

Mr. Robert Magyar, Head Principal

Ms. Tina McCauley, Associate Principal
Maria Camperchioli, Secretary
Ms. Taylor Hendershot, School Counselor
Ms. Lauren Sostakowski, School Counselor

Administrative Assistant

Lisa Levine

Attendance Secretary

Karen Chalupa

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.

Brecksville-Broadview Heights City School District 2025-2026 School Calendar

<p>08/15 Teacher Work Day 08/18 - 19 Teacher Work Day 08/20 First Day of School</p>	August 2025	February 2026	<p>02/16 President's Day - No School</p>																																																																																																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28															
Su	M	Tu	W	Th	Fr	Sa																																																																																															
					1	2																																																																																															
3	4	5	6	7	8	9																																																																																															
10	11	12	13	14	15	16																																																																																															
17	18	19	20	21	22	23																																																																																															
24	25	26	27	28	29	30																																																																																															
31																																																																																																					
Su	M	Tu	W	Th	Fr	Sa																																																																																															
1	2	3	4	5	6	7																																																																																															
8	9	10	11	12	13	14																																																																																															
15	16	17	18	19	20	21																																																																																															
22	23	24	25	26	27	28																																																																																															
<p>09/01 Labor Day - No School</p>	September 2025	March 2026	<p>03/19 End of 3rd Grading Period 03/20 Teacher Records Day - No School for Students 03/30-31 Spring Break - No School</p>																																																																																																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30												<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31												
Su	M	Tu	W	Th	Fr	Sa																																																																																															
	1	2	3	4	5	6																																																																																															
7	8	9	10	11	12	13																																																																																															
14	15	16	17	18	19	20																																																																																															
21	22	23	24	25	26	27																																																																																															
28	29	30																																																																																																			
Su	M	Tu	W	Th	Fr	Sa																																																																																															
1	2	3	4	5	6	7																																																																																															
8	9	10	11	12	13	14																																																																																															
15	16	17	18	19	20	21																																																																																															
22	23	24	25	26	27	28																																																																																															
29	30	31																																																																																																			
<p>10/10 NEOEA Day - No School 10/17 End of 1st Grading Period 10/20 Teacher Records Day - No School for Students</p>	October 2025	April 2026	<p>04/01-06 Spring Break - No School</p>																																																																																																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31									<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td></td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa			1	2	3	4		5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30										
Su	M	Tu	W	Th	Fr	Sa																																																																																															
			1	2	3	4																																																																																															
5	6	7	8	9	10	11																																																																																															
12	13	14	15	16	17	18																																																																																															
19	20	21	22	23	24	25																																																																																															
26	27	28	29	30	31																																																																																																
Su	M	Tu	W	Th	Fr	Sa																																																																																															
		1	2	3	4																																																																																																
5	6	7	8	9	10	11																																																																																															
12	13	14	15	16	17	18																																																																																															
19	20	21	22	23	24	25																																																																																															
26	27	28	29	30																																																																																																	
<p>11/24-25 Prof. Waiver Days - No School for Students 11/26-28 Thanksgiving Break</p>	November 2025	May 2026	<p>05/25 Memorial Day - No School</p>																																																																																																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	S	M	T	W	T	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30							<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							
S	M	T	W	T	F	S																																																																																															
						1																																																																																															
2	3	4	5	6	7	8																																																																																															
9	10	11	12	13	14	15																																																																																															
16	17	18	19	20	21	22																																																																																															
23	24	25	26	27	28	29																																																																																															
30																																																																																																					
Su	M	Tu	W	Th	Fr	Sa																																																																																															
					1	2																																																																																															
3	4	5	6	7	8	9																																																																																															
10	11	12	13	14	15	16																																																																																															
17	18	19	20	21	22	23																																																																																															
24	25	26	27	28	29	30																																																																																															
31																																																																																																					
<p>12/22 - 31 Winter Break</p>	December 2025	June 2026	<p>06/02 Last Day of School 06/03 Teacher Records Day</p>																																																																																																		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31											<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30												
Su	M	Tu	W	Th	Fr	Sa																																																																																															
	1	2	3	4	5	6																																																																																															
7	8	9	10	11	12	13																																																																																															
14	15	16	17	18	19	20																																																																																															
21	22	23	24	25	26	27																																																																																															
28	29	30	31																																																																																																		
Su	M	Tu	W	Th	Fr	Sa																																																																																															
	1	2	3	4	5	6																																																																																															
7	8	9	10	11	12	13																																																																																															
14	15	16	17	18	19	20																																																																																															
21	22	23	24	25	26	27																																																																																															
28	29	30																																																																																																			
<p>01/01-02 Winter Break 01/09 End of 2nd Grading Period 01/12 Prof. Waiver Days - No School for Students 01/19 MLK Day - No School</p>	January 2026	<p>1st Grading Period 8/20 - 10/17/25 (41 Student Days) 2nd Grading Period 10/21 - 01/09/26 (44 Student Days) 3rd Grading Period 1/13 - 3/19/26 (46 Student Days) 4th Grading Period 3/23 - 6/02/26 (45 Student Days)</p> <p>▲ First Day of School ■ Staff Work-No School for Students ● End of Grading Period ■ No School for Students</p> <p>186 Teacher Days/ 176 Student Days</p>																																																																																																			
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr><th>Su</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>Fr</th><th>Sa</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Su	M	Tu	W	Th	Fr	Sa					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31																																																										
Su	M	Tu	W	Th	Fr	Sa																																																																																															
				1	2	3																																																																																															
4	5	6	7	8	9	10																																																																																															
11	12	13	14	15	16	17																																																																																															
18	19	20	21	22	23	24																																																																																															
25	26	27	28	29	30	31																																																																																															

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
Health Services
 Clinic
 Medications Taken At School
 Injuries
 Head and Face Injuries
 Illness and Fevers
 Immunizations
 Vision and Hearing
 Physicals
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
Playground and Recess

BBHES Indoor Slide
Student Valuables
Lost and Found
Parties and Birthdays
Therapy Dog
Safety and Security
STOP-IT 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



OUR MISSION

The **BBHCS D** 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 **BBHCS D** 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**

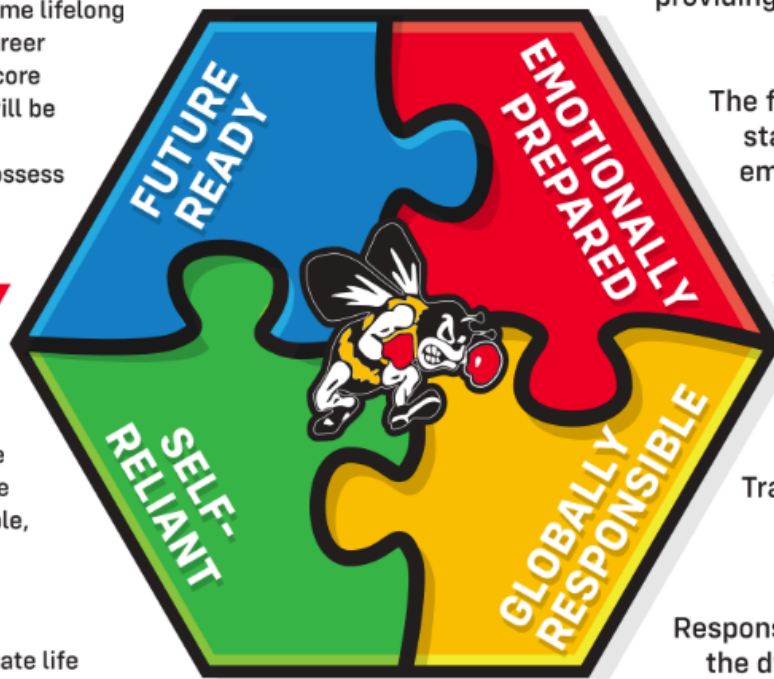
Bees will be self-aware and self-confident and have a growth mindset, while being resilient, adaptable, and flexible.

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 BBHCS D

Comprehensive preparedness of our students' future college and career pathways

Protecting the Banner of the BBHCS D!

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	<ul style="list-style-type: none"> • Challenge Yourself • Actively Engage • Own your Choices 	Always Improving
Bee One Community	<ul style="list-style-type: none"> • Respect Differences • Build Relationships • Empower Others 	Stronger Together
Bee the Future	<ul style="list-style-type: none"> • Act with Purpose • Pursue your Plan • Live Forever Proud 	Leave a Legacy



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





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



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.bbhcsc.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](http://www.988lifeline.org) 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-in-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.

HEALTH SERVICES

Please complete the Health questionnaire information in Final Forms no later than the first day of school. Medical authorities and school educators urge that every child have a complete medical examination before entering school in order that health issues, if present, may be corrected and the child be physically ready to accept all the advantages that education has to offer.

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

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.

The Brecksville-Broadview Heights City School District does not anticipate, nor have scheduled any non-emergency, invasive physical examination or screening scheduled for the 2024-2025 District year for students. This does not include vision, hearing, and scoliosis screenings, which will be scheduled throughout the year. (BOE Policy 5310)

Medications Taken at School: All medications should be given to students at home when possible. Medications ordered three times a day should be given before school, after school, and bedtime. If it is necessary for a student to take medication during the school day, the following requirements **must be met** to insure our students' safety:

- Any medication must come to school in its original container with the child's name on it. Pharmacies may be asked to divide prescriptions into two bottles.
- Parents are to bring medications to the school office. Students may not carry medication on the bus.
- Complete written instructions must be given to the principal or his/her designee with the parent's written permission and signature. Forms are available in the office/clinic or on line at www.bbhcsc.org/health. There are separate forms for prescription and non-prescription medications. There are also forms for epipens and inhalers, which the students may carry with them once the forms are completed and on file in the clinic. Prescription forms should be taken to your child's physician and returned with the medication.

- Prescription medication must be accompanied by the physician's instructions, side effects that should be reported, along with their signature and phone number.
- The first dose of a new medication must not be administered at school in case of an allergic reaction.
- New requests for medication must be submitted at the beginning of each new school year or as medical needs arise. Both the physician and parent must complete new forms unless it is for non-prescription medications.

Parents must pick up unused medication. Medications will be disposed of 30 days after they are discontinued. These practices ensure that medication is given safely at school. Please call the office if you have any questions.

Injuries: Minor injuries, such as skinned knees, will be treated in the clinic, but anything requiring treatment other than first aid is not permitted to be administered by school personnel. Parents will be notified when there is doubt about the seriousness of an injury or when injuries are considered more than minor.

Head and Face Injuries:

- If a student receives ANY bump etc. to the head or face area he/she/needs to come to the clinic to be assessed, no matter how small.
- If NO signs/symptoms of concussion are present (dizziness/general headache/ nausea/ confusion/ incoordination/dilated pupils etc.), students may have ice and return to class.
- If there ARE signs/symptoms of concussion present (dizziness/general headache/ nausea/ confusion/ incoordination/dilated pupils etc.), keep the student at least 15 minutes with ice. If concerns/symptoms do not go away, ask parents to take the student to see a primary care doctor (does not necessarily need to go to the emergency room).
- Parents will be notified of a head/face injury.
- Students going back to class will have:
 - Note to the teacher regarding the head injury including the time the student left the clinic and time to come back to be re-checked in one hour.
 - Head injury note to go home.

Illness and Fevers: A child who complains of nausea, headaches or poor health will have his/her temperature taken in the clinic. If the child has a fever, the parent will be called to take the child home. If there is not an apparent temperature, the child will rest in the clinic for a while to see if his/her condition improves. If it does not, the parent will be called to take the child home. Students sent home with fevers must be **"fever free" for 24 hours** before returning to school. Students who are vomiting or those with diarrhea must also stay home for at least 24 hours for the health and protection of all students and staff.

Immunizations: Immunization records must be provided to school within fourteen school days after the student's school start date. e State Health Department requires that all students have evidence of having been administered the following immunizations:

- DPT (diphtheria, pertussis, tetanus) - Kindergarteners- 5 doses if the 4th dose was given before the 4th birthday. Grades One through Twelve- 3-4 doses (for 7yrs and older a 4th dose is not required if the 3d dose is Td.
- Polio- Kindergarteners-4 doses if the 3d dose was given before the 4th birthday. Grades One through Twelve- 3 doses.
- MMR (measles, mumps, rubella)-2 doses- the first dose given on or after the first birthday. The second shot must be given at least 28 days after the first dose.
- Hepatitis B- all 3 shots Grades K-6. Grades 6-12-not required.

According to Section 3701.13 and 3313.671 of the Ohio Revised Code, it will be necessary to exclude from school all pupils who have not been adequately immunized by the 15th day of school entrance.

Vision and hearing: Vision and hearing screening is done for all students in Kindergarten, first grade, third grade, and fifth grade. Parents will be notified if any follow up is necessary.

Bloodborne Pathogens: Our school follows the Occupational Safety and Health Administration regulation 20 CFR 1919.1030: Occupational Exposure to Blood Borne Pathogens. The following precautions will be followed, as the state guidelines expect, for students and staff. When coming into contact with a situation that involves bleeding (bloody nose, cuts, loose teeth, etc.), we will be using gloves, which are provided for all staff. Any tooth that has fallen out will be sent home in a plastic bag with a similar label on it. You may be asked to bring in fresh clothing for your child.

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 Spangler 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.bbhcscd.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

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.

STOPIT REPORTING HOTLINE - 1-440-381-8983 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.

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 (440.740.4100) by 8:45 AM. You may leave a voicemail message at any time or send an email to bbhesattendance@bbhcsd.org if your child will be absent for the day. If you fail to do so, we will attempt to contact you at your home or office to verify the absence. 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.

BBHCS D 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 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.
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)

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.

BANK RECONCILIATION

For the Month of May 2025

		Interest Earned	Bank Charges	Capital Gains	Net Interest
Depository Balances					
STAR OHIO	\$ 196,702.48	\$ 741.92	\$ -	\$ -	\$ 741.92
REDTREE GENERAL	\$ 21,337,062.53	\$ 50,677.50	\$ 1,695.36	\$ 249.00	
REDTREE BUILDING	\$ 3,082,951.40	\$ 77.26	\$ 245.51	\$ -	\$ (168.25)
CHASE	\$ 177,325.46	\$ -	\$ -	\$ -	
WESTFIELD BANK	\$ 907,300.31	\$ 3,047.46	\$ -		\$ 3,047.46
DOLLAR BANK CHECKING	\$ 2,630,613.88	\$ -	\$ -	\$ -	
DOLLAR BANK SAVINGS	\$ 15,028,527.09	\$ 62,053.09	\$ -	\$ -	
Total Depository Balances	\$ 43,360,483.15	\$ 116,597.23	\$ 1,940.87	\$ 249.00	
				GF/FD SVC/SCHOLARSHIP/AUX/PI INTEREST	\$ 116,768.97
				BUILDING INTEREST	\$ (168.25)
Adjustments to Bank Balance		Interest Distribution - CASH POSITION Balance Before Interest			
Deducted		Account	Ending Fund Balance	% of Balance	Interest
Return Settlement		General (001/1410)	\$ 37,798,596.86	93.82%	\$ 109,555.99
Total Outstanding A/P	\$ 117,190.63	Food Svc (006/1410)	\$ 751,569.85	1.87%	\$ 2,178.36
Total Outstanding PR	\$ -	Scholarship (007/1410)	\$ 101,714.72	0.25%	\$ 294.81
In Transit	\$ -	Assumption (401/1410/9025)	\$ 68,488.94	0.17%	\$ 198.51
Added		PI Fund (003/1913-9300)	\$ 1,566,823.39	3.89%	\$ 4,541.30
		Subtotal	\$ 40,287,193.76	100.00%	\$ 116,768.97
In transit	\$ 15.00	Building Fund (004/1913/9021)	\$ 2,839,513.05		\$ (168.25)
Bank error	\$ -	TOTALS	\$ 43,126,706.81		\$ 116,600.72
Total Adjustments	\$ (117,175.63)				
Total Bank Balance	\$ 43,243,307.52				
FINSUMM	\$ 43,243,307.52				
CLEARANCE AMT	\$ (0.00)				
A/P OUTSTANDING CHECKS	\$ 117,102.99				
A/P LIABILITIES	\$ 87.64				
RETURN ACH PAYMENT	\$ -				
TOTAL	\$ 117,190.63				
ACH IN TRANSIT					
PAYROLL OUTSTANDING CHECKS					
TOTAL	\$ -				

POWERSCHOOL
DATE: 06/10/2025
TIME: 19:49:11

BRECKSVILLE-BROADVIEW HEIGHTS CSD
CHECK REGISTER INCLUDING SYSTEM VOIDS

PAGE NUMBER: 1
ACCTPA21
ACCOUNTING PERIOD: 12/25

SELECTION CRITERIA: chkstat.rundate between '20250501' and '20250531'

DISTRIBUTION FUND: 0010000

CHECK NUMBER	ISSUE DATE	VENDOR	STATUS	TOTAL	DESCRIPTION
	05/20/2025	WRAPAROUND EXPERTS LLC	V	-100.00	VOID MANUAL CHECK
* 253019	05/09/2025	CITIZENS BANK	R	170893.31	ACCOUNTS PAYABLE CHECK
253020	05/09/2025	CITY OF MEDINA	R	532.37	ACCOUNTS PAYABLE CHECK
253021	05/09/2025	OEA FUND	R	234.00	ACCOUNTS PAYABLE CHECK
253022	05/09/2025	OHIO CHILD SUPPORT PAYMENT CENTER	R	954.28	ACCOUNTS PAYABLE CHECK
253023	05/09/2025	PARMA MUNICIPAL COURT - GARNISHMENT	R	300.62	ACCOUNTS PAYABLE CHECK
253024	05/09/2025	SERS BOARD SHARE	R	51732.56	ACCOUNTS PAYABLE CHECK
253025	05/09/2025	SCHOOL EMPLOYEES RETIREMENT SYSTEM	R	36951.98	ACCOUNTS PAYABLE CHECK
253026	05/09/2025	STRS BOARD SHARE	R	139708.65	ACCOUNTS PAYABLE CHECK
* 253028	05/09/2025	TSA CONSULTING GROUP	R	41382.72	ACCOUNTS PAYABLE CHECK
253029	05/06/2025	BRADY SARK	R	500.00	ACCOUNTS PAYABLE CHECK
253030	05/06/2025	BBHCSO TRANSPORTATION/MAINT	R	419.87	ACCOUNTS PAYABLE CHECK
* 253033	05/06/2025	CHRISTI AUDINO	R	350.00	ACCOUNTS PAYABLE CHECK
* 253042	05/06/2025	OHIO ACADEMIC COMPETITION	R	120.00	ACCOUNTS PAYABLE CHECK
253043	05/06/2025	ROBOTIC ED & COMPETITION FOUNDATION	R	3000.00	ACCOUNTS PAYABLE CHECK
253044	05/06/2025	STANCATO'S RESTAURANT	R	1102.23	ACCOUNTS PAYABLE CHECK
* 253046	05/08/2025	A.I.S. COMMERCIAL PARTS & SERVICE	R	1114.65	ACCOUNTS PAYABLE CHECK
253047	05/08/2025	ABARTA COCA-COLA BEVERAGES LLC	R	5234.62	ACCOUNTS PAYABLE CHECK
253048	05/08/2025	ADRENALINE MONKEY	R	400.00	ACCOUNTS PAYABLE CHECK
253049	05/08/2025	BEST PLUMBING SPECIALTIES INC	R	412.74	ACCOUNTS PAYABLE CHECK
253050	05/08/2025	BOWED STRING SHOP LLC	R	1081.00	ACCOUNTS PAYABLE CHECK
253051	05/08/2025	BBHCSO TRANSPORTATION/MAINT	R	224.35	ACCOUNTS PAYABLE CHECK
253052	05/08/2025	BUREAU OF CRIMINAL INVESTIGATION	R	440.00	ACCOUNTS PAYABLE CHECK
253053	05/08/2025	CITY SHAKER HTS/THORNTON SKATEPARK	R	450.00	ACCOUNTS PAYABLE CHECK
253054	05/08/2025	CLEVELAND MUSEUM OF NATURAL HIST	R	3600.00	ACCOUNTS PAYABLE CHECK
253055	05/08/2025	CONNECT	R	22416.61	ACCOUNTS PAYABLE CHECK
253056	05/08/2025	DIVERSIFIED DOOR INC.	R	1778.20	ACCOUNTS PAYABLE CHECK
253057	05/08/2025	EMBROIDME	R	889.50	ACCOUNTS PAYABLE CHECK
253058	05/08/2025	ENTERPRISE DOOR & SUPPLY CO.	R	1965.00	ACCOUNTS PAYABLE CHECK
253059	05/08/2025	ENVISION ACADEMY	R	324.00	ACCOUNTS PAYABLE CHECK
253060	05/08/2025	ESC OF NORTHEAST OHIO	R	7000.00	ACCOUNTS PAYABLE CHECK
253061	05/08/2025	HEPNER AIR FILTER SERVICE INC	R	506.88	ACCOUNTS PAYABLE CHECK
253062	05/08/2025	IDEAL TECHNOLOGY SOLUTIONS LLC	R	124.95	ACCOUNTS PAYABLE CHECK
253063	05/08/2025	IMAGE MART	R	1009.55	ACCOUNTS PAYABLE CHECK
253064	05/08/2025	JB SAFETY 1ST TRANSPORTATION	R	1673.00	ACCOUNTS PAYABLE CHECK
253065	05/08/2025	LAKESHORE LEARNING MATERIALS	R	373.88	ACCOUNTS PAYABLE CHECK
253066	05/08/2025	MAD SCIENCE OF NORTHEAST OHIO	R	750.00	ACCOUNTS PAYABLE CHECK
253067	05/08/2025	MR FOAM BUBBLES	R	233.06	ACCOUNTS PAYABLE CHECK
253068	05/08/2025	OHIO DEPT OF JOB & FAMILY SERVICES	R	344.70	ACCOUNTS PAYABLE CHECK
253069	05/08/2025	SR TRANS	R	4595.24	ACCOUNTS PAYABLE CHECK
253070	05/08/2025	TES THERAPY	R	8432.64	ACCOUNTS PAYABLE CHECK
253071	05/08/2025	TREASURER OF STATE OHIO KEITH FABER	R	110.70	ACCOUNTS PAYABLE CHECK
253072	05/08/2025	WRAPAROUND EXPERTS LLC	R	4387.50	ACCOUNTS PAYABLE CHECK
* 253128	05/14/2025	FARRELL ROOFING	R	1326.00	ACCOUNTS PAYABLE CHECK
253129	05/14/2025	ADVANCE OHIO	R	399.36	ACCOUNTS PAYABLE CHECK
253130	05/14/2025	AKRON TRACTOR & EQUIPMENT INC.	R	385.99	ACCOUNTS PAYABLE CHECK
253131	05/14/2025	BOILER SPECIALISTS INC.	R	2599.50	ACCOUNTS PAYABLE CHECK
253132	05/14/2025	BBHCSO TRANSPORTATION/MAINT	R	878.17	ACCOUNTS PAYABLE CHECK
253133	05/14/2025	CENTRAL EXTERMINATING CO	R	125.00	ACCOUNTS PAYABLE CHECK
253134	05/14/2025	CITY OF BROADVIEW HEIGHTS	R	8564.75	ACCOUNTS PAYABLE CHECK
253135	05/14/2025	CITY OF CLEVELAND DIV OF WATER	R	2463.92	ACCOUNTS PAYABLE CHECK
253136	05/14/2025	ESC OF NORTHEAST OHIO	R	20578.72	ACCOUNTS PAYABLE CHECK

POWERSCHOOL
DATE: 06/10/2025
TIME: 19:49:11

BRECKSVILLE-BROADVIEW HEIGHTS CSD
CHECK REGISTER INCLUDING SYSTEM VOIDS

PAGE NUMBER: 2
ACCTPA21
ACCOUNTING PERIOD: 12/25

SELECTION CRITERIA: chkstat.rundate between '20250501' and '20250531'

253137	05/14/2025	JDS INDUSTRIES INC	R	38.00	ACCOUNTS PAYABLE CHECK
253138	05/14/2025	JDS INDUSTRIES INC	R	275.00	ACCOUNTS PAYABLE CHECK
253139	05/14/2025	JDS INDUSTRIES INC	R	180.00	ACCOUNTS PAYABLE CHECK
253140	05/14/2025	JOHN R. GREEN CO/KURTZ BROS. INC.	R	73.08	ACCOUNTS PAYABLE CHECK
253141	05/14/2025	LAKESHORE LEARNING MATERIALS	R	173.72	ACCOUNTS PAYABLE CHECK
253142	05/14/2025	LEONTI'S OUTDOOR SUPPLY	R	183.00	ACCOUNTS PAYABLE CHECK
253143	05/14/2025	MAST LEPLEY SILO INC	R	6453.80	ACCOUNTS PAYABLE CHECK
253144	05/14/2025	NAESP/PEAP	R	711.17	ACCOUNTS PAYABLE CHECK
253145	05/14/2025	NORTHEAST OHIO REGIONAL SEWER DISTR	R	3460.71	ACCOUNTS PAYABLE CHECK
253146	05/14/2025	ON THE OTHER SIDE	R	1290.20	ACCOUNTS PAYABLE CHECK
253147	05/14/2025	PELLEGRINO MUSIC CENTER	R	5840.00	ACCOUNTS PAYABLE CHECK
253148	05/14/2025	RICHFIELD AUTO PARTS	R	439.25	ACCOUNTS PAYABLE CHECK
253149	05/14/2025	RUST BELT RIDERS COMPOSTING LLC	R	459.00	ACCOUNTS PAYABLE CHECK
253150	05/14/2025	TEACHER'S DISCOVERY	R	1535.49	ACCOUNTS PAYABLE CHECK
253151	05/14/2025	THE ILLUMINATING CO.	R	137.31	ACCOUNTS PAYABLE CHECK
253152	05/14/2025	THE RITENOUR GROUP	R	885.00	ACCOUNTS PAYABLE CHECK
253153	05/14/2025	TLC TRANSPORTATION SERVICES	R	2400.00	ACCOUNTS PAYABLE CHECK
253154	05/14/2025	TREASURER STATE OF OHIO	R	660.50	ACCOUNTS PAYABLE CHECK
253155	05/14/2025	VERIZON WIRELESS	R	376.72	ACCOUNTS PAYABLE CHECK
* 253198	05/23/2025	AMERICAN FIDELITY ASSURANCE CO.	R	1118.50	ACCOUNTS PAYABLE CHECK
* 253201	05/23/2025	CITIZENS BANK	R	173625.65	ACCOUNTS PAYABLE CHECK
* 253204	05/23/2025	OHIO CHILD SUPPORT PAYMENT CENTER	R	954.28	ACCOUNTS PAYABLE CHECK
* 253206	05/23/2025	PARMA MUNICIPAL COURT - GARNISHMENT	R	330.84	ACCOUNTS PAYABLE CHECK
253207	05/23/2025	R.I.T.A.	R	52749.08	ACCOUNTS PAYABLE CHECK
253208	05/23/2025	SERS BOARD SHARE	R	53632.91	ACCOUNTS PAYABLE CHECK
253209	05/23/2025	SCHOOL EMPLOYEES RETIREMENT SYSTEM	R	38309.35	ACCOUNTS PAYABLE CHECK
253210	05/23/2025	STRS BOARD SHARE	R	140199.75	ACCOUNTS PAYABLE CHECK
* 253213	05/23/2025	TSA CONSULTING GROUP	R	41382.72	ACCOUNTS PAYABLE CHECK
253214	05/21/2025	ABL SCREEN PRINTING LLC	R	360.00	ACCOUNTS PAYABLE CHECK
253215	05/21/2025	BBHHS ROBOTICS CLUB	R	680.00	ACCOUNTS PAYABLE CHECK
253216	05/21/2025	BEREA-MIDPARK HS ATHLETIC BOOSTERS	R	350.00	ACCOUNTS PAYABLE CHECK
253217	05/21/2025	BRECKSVILLE FLORIST AND GIFTS	R	215.00	ACCOUNTS PAYABLE CHECK
* 253219	05/21/2025	CAMP FIGHTING SCOT	R	550.00	ACCOUNTS PAYABLE CHECK
* 253221	05/21/2025	CHS ATHLETIC BOOSTERS	R	350.00	ACCOUNTS PAYABLE CHECK
253222	05/21/2025	CRESTVIEW LOCAL SCHOOL DISTRICT	R	400.00	ACCOUNTS PAYABLE CHECK
253223	05/21/2025	DELAWARE CITY SCHOOLS	R	250.00	ACCOUNTS PAYABLE CHECK
253224	05/21/2025	FUN GAME SPORTS	R	1095.00	ACCOUNTS PAYABLE CHECK
253225	05/21/2025	FUNCTIONS OF LIFE	R	3000.00	ACCOUNTS PAYABLE CHECK
253226	05/21/2025	JOHN ELLENWOOD BASKETBALL CAMP LLC	R	315.00	ACCOUNTS PAYABLE CHECK
253227	05/21/2025	JOHN GROCE BASKETBALL CAMP LLC	R	250.00	ACCOUNTS PAYABLE CHECK
* 253230	05/21/2025	MAYFIELD CITY SCHOOL DISTRICT	R	200.00	ACCOUNTS PAYABLE CHECK
* 253232	05/21/2025	NORDONIA HIGH SCHOOL	R	300.00	ACCOUNTS PAYABLE CHECK
253233	05/21/2025	NORTH ROYALTON CITY SCHOOL DISTRICT	R	325.00	ACCOUNTS PAYABLE CHECK
253234	05/21/2025	PARMA CITY SCHOOL DISTRICT	R	350.00	ACCOUNTS PAYABLE CHECK
* 253237	05/21/2025	OLON BOARD OF EDUCATION	R	300.00	ACCOUNTS PAYABLE CHECK
* 253239	05/21/2025	STRONGSVILLE CITY SCHOOLS	R	400.00	ACCOUNTS PAYABLE CHECK
* 253241	05/21/2025	THREE Z INC	R	15395.75	ACCOUNTS PAYABLE CHECK
253242	05/21/2025	WALSH JESUIT HS	R	400.00	ACCOUNTS PAYABLE CHECK
253243	05/21/2025	WAUSEON EXEMPTED VILLAGE SCHOOL	R	400.00	ACCOUNTS PAYABLE CHECK
253244	05/21/2025	WOMENS TRI COUNTY BB COACHES ASSOC	R	240.00	ACCOUNTS PAYABLE CHECK
* 253246	05/21/2025	ACCO BRANDS CORPORATION	R	110.12	ACCOUNTS PAYABLE CHECK
253247	05/21/2025	ADELIO'S CONTRACTING	R	725.00	ACCOUNTS PAYABLE CHECK
253248	05/21/2025	AMERESCO INC	R	65780.38	ACCOUNTS PAYABLE CHECK
253249	05/21/2025	BARNES & NOBLE - 2901	R	765.00	ACCOUNTS PAYABLE CHECK
253250	05/21/2025	BBHCSD HS CAFETERIA	R	725.51	ACCOUNTS PAYABLE CHECK
253251	05/21/2025	BBHCSD TRANSPORTATION/MAINT	R	3512.68	ACCOUNTS PAYABLE CHECK

POWERSCHOOL
DATE: 06/10/2025
TIME: 19:49:11

BRECKSVILLE-BROADVIEW HEIGHTS CSD
CHECK REGISTER INCLUDING SYSTEM VOIDS

PAGE NUMBER: 3
ACCTPA21
ACCOUNTING PERIOD: 12/25

SELECTION CRITERIA: chkstat.rundate between '20250501' and '20250531'

253252	05/21/2025	C-AUTO GLASS INC	R	721.00	ACCOUNTS PAYABLE CHECK
253253	05/21/2025	CITY OF CLEVELAND DIV OF WATER	R	317.19	ACCOUNTS PAYABLE CHECK
253254	05/21/2025	CLEVELAND METROPARKS	R	688.00	ACCOUNTS PAYABLE CHECK
253255	05/21/2025	CLEVELAND MUSEUM OF NATURAL HIST	R	3000.00	ACCOUNTS PAYABLE CHECK
* 253255	05/27/2025	CLEVELAND MUSEUM OF NATURAL HIST	V	-3000.00	VOID MANUAL CHECK
253256	05/21/2025	DRAGONFLY ATHLETICS LLC	R	1200.00	ACCOUNTS PAYABLE CHECK
253257	05/21/2025	ENBRIDGE GAS OHIO	R	2998.81	ACCOUNTS PAYABLE CHECK
253258	05/21/2025	ESC OF NORTHEAST OHIO	R	22917.00	ACCOUNTS PAYABLE CHECK
253259	05/21/2025	FUSES UNLIMITED	R	288.06	ACCOUNTS PAYABLE CHECK
253260	05/21/2025	HEATHER ROBERTS	R	79.00	ACCOUNTS PAYABLE CHECK
253261	05/21/2025	CAROL JACAK	R	300.00	ACCOUNTS PAYABLE CHECK
253262	05/21/2025	JENNIE CELIK	R	860.00	ACCOUNTS PAYABLE CHECK
253263	05/21/2025	LARSEN LUMBER AND SUPPLY CO	R	32.11	ACCOUNTS PAYABLE CHECK
253264	05/21/2025	NORTHEAST OHIO REGIONAL SEWER DISTR	R	4023.06	ACCOUNTS PAYABLE CHECK
253265	05/21/2025	ON THE OTHER SIDE	R	800.00	ACCOUNTS PAYABLE CHECK
253266	05/21/2025	PIONEER MANUFACTURING COMPANY	R	50.65	ACCOUNTS PAYABLE CHECK
253267	05/21/2025	SR TRANS	R	2120.88	ACCOUNTS PAYABLE CHECK
253268	05/21/2025	STATE SHARPENING	R	492.26	ACCOUNTS PAYABLE CHECK
253269	05/21/2025	TES THERAPY	R	7672.32	ACCOUNTS PAYABLE CHECK
253270	05/21/2025	THE ILLUMINATING CO.	R	1887.76	ACCOUNTS PAYABLE CHECK
253271	05/21/2025	TOP GOLF USA INC	R	1680.00	ACCOUNTS PAYABLE CHECK
253272	05/21/2025	WRAPAROUND EXPERTS LLC	R	200.00	ACCOUNTS PAYABLE CHECK
253273	05/21/2025	YAN YERACE	R	79.00	ACCOUNTS PAYABLE CHECK
* 253314	05/28/2025	AT & T	R	156.39	ACCOUNTS PAYABLE CHECK
253315	05/28/2025	BBHCSD HIGH SCHOOL	R	4860.00	ACCOUNTS PAYABLE CHECK
253316	05/28/2025	BBHCSD TRANSPORTATION/MAINT	R	1394.82	ACCOUNTS PAYABLE CHECK
253317	05/28/2025	CLEVELAND MUSEUM OF NATURAL HIST	R	2640.00	ACCOUNTS PAYABLE CHECK
253318	05/28/2025	ENBRIDGE GAS OHIO	R	873.59	ACCOUNTS PAYABLE CHECK
253319	05/28/2025	ENTERPRISE DOOR & SUPPLY CO.	R	155.00	ACCOUNTS PAYABLE CHECK
253320	05/28/2025	FARNHAM EQUIPMENT COMPANY	R	3472.00	ACCOUNTS PAYABLE CHECK
253321	05/28/2025	MACGILL	R	455.53	ACCOUNTS PAYABLE CHECK
253322	05/28/2025	MALLORY KOSHKALDA	R	15.00	ACCOUNTS PAYABLE CHECK
253323	05/28/2025	PRANA YOGA AND DANCE LLC	R	240.00	ACCOUNTS PAYABLE CHECK
253324	05/28/2025	RAMON GUZMAN	R	37.00	ACCOUNTS PAYABLE CHECK
253325	05/28/2025	SR TRANS	R	1413.92	ACCOUNTS PAYABLE CHECK
253326	05/28/2025	SUBURBAN SCHOOL TRANSPORTATION	R	8802.00	ACCOUNTS PAYABLE CHECK
253327	05/28/2025	THE ILLUMINATING CO.	R	38601.39	ACCOUNTS PAYABLE CHECK
253328	05/28/2025	WORLD OF DIFFERENCE LTD.	R	750.00	ACCOUNTS PAYABLE CHECK
* 253359	05/29/2025	BBHHS SCHOLARSHIP FUND	R	5700.00	ACCOUNTS PAYABLE CHECK
253360	05/29/2025	CLEVELAND MUSEUM OF NATURAL HIST	R	3375.00	ACCOUNTS PAYABLE CHECK
* 253363	05/29/2025	RDP SPORTS PLUS INC	R	714.00	ACCOUNTS PAYABLE CHECK
253364	05/29/2025	ROSELAND LANES INC	R	5508.95	ACCOUNTS PAYABLE CHECK
253365	05/29/2025	RYCO SPORTS LLC	R	510.00	ACCOUNTS PAYABLE CHECK
253366	05/30/2025	JPMORGAN CHASE BANK N.A.	V	0.00	VOID: MULTI STUB CHECK
253367	05/30/2025	JPMORGAN CHASE BANK N.A.	R	18820.48	ACCOUNTS PAYABLE CHECK
253368	05/30/2025	HOLIDAY INN EXPRESS COLUMBUS SOUTH	R	293.00	ACCOUNTS PAYABLE CHECK
253369	05/31/2025	GORDON FOOD	R	54263.99	ACCOUNTS PAYABLE CHECK
* V253027	05/09/2025	STATE TEACHERS RETIREMENT SYSTEM	R	140049.60	ACCOUNTS PAYABLE VOUCHER
* V253031	05/06/2025	BSN SPORTS LLC	R	2097.41	ACCOUNTS PAYABLE VOUCHER
* V253032	05/06/2025	MARGARET F BURLING	R	128.63	ACCOUNTS PAYABLE VOUCHER
* V253034	05/06/2025	JESSICA ERIN HARNIST	R	242.95	ACCOUNTS PAYABLE VOUCHER
* V253035	05/06/2025	MICHELLE M HOY	R	672.98	ACCOUNTS PAYABLE VOUCHER
* V253036	05/06/2025	KELLY J LAZAR	R	56.70	ACCOUNTS PAYABLE VOUCHER
* V253037	05/06/2025	MEDCO/PERFORMANCE HEALTH SUPPLY	R	1852.68	ACCOUNTS PAYABLE VOUCHER
* V253038	05/06/2025	STEPHEN W MEHALIK	R	593.58	ACCOUNTS PAYABLE VOUCHER
* V253039	05/06/2025	MICHELLE EILEEN MILANICH	R	19.95	ACCOUNTS PAYABLE VOUCHER

POWERSCHOOL
DATE: 06/10/2025
TIME: 19:49:11

BRECKSVILLE-BROADVIEW HEIGHTS CSD
CHECK REGISTER INCLUDING SYSTEM VOIDS

PAGE NUMBER: 4
ACCTPA21
ACCOUNTING PERIOD: 12/25

SELECTION CRITERIA: chkstat.rundate between '20250501' and '20250531'

* V253040	05/06/2025	DONNA M MORLANI	R	50.47	ACCOUNTS PAYABLE VOUCHER
* V253041	05/06/2025	JANEL IRENE NOWACKI	R	119.43	ACCOUNTS PAYABLE VOUCHER
* V253045	05/06/2025	JENNIFER MARIE WILLIAMS	R	50.00	ACCOUNTS PAYABLE VOUCHER
* V253073	05/08/2025	95 PERCENT GROUP LLC	R	378.40	ACCOUNTS PAYABLE VOUCHER
* V253074	05/08/2025	ACCO BRANDS CORPORATION	R	110.12	ACCOUNTS PAYABLE VOUCHER
* V253074	05/20/2025	ACCO BRANDS CORPORATION	V	-110.12	VOID MANUAL CHECK
* V253075	05/08/2025	ACHIEVEMENT CENTERS FOR CHILDREN	R	2611.20	ACCOUNTS PAYABLE VOUCHER
* V253076	05/08/2025	ACT EDUCATION CORP	R	595.00	ACCOUNTS PAYABLE VOUCHER
* V253077	05/08/2025	ALFRED NICKLES BAKERY INC	R	720.20	ACCOUNTS PAYABLE VOUCHER
* V253078	05/08/2025	AMAZON CAPITAL SERVICES INC.	V	0.00	VOID: MULTI STUB VOUCHER
* V253079	05/08/2025	AMAZON CAPITAL SERVICES INC.	R	5020.63	ACCOUNTS PAYABLE VOUCHER
* V253080	05/08/2025	AMERICAN RED CROSS	R	10.00	ACCOUNTS PAYABLE VOUCHER
* V253081	05/08/2025	APPALACHIAN HARDWOOD LUMBER CO	R	4781.00	ACCOUNTS PAYABLE VOUCHER
* V253082	05/08/2025	ARBOR SCIENTIFIC	R	208.18	ACCOUNTS PAYABLE VOUCHER
* V253083	05/08/2025	BACKGROUND INVESTIGATION BUREAU	R	1331.40	ACCOUNTS PAYABLE VOUCHER
* V253084	05/08/2025	BLUE TECHNOLOGIES INC.	R	3286.33	ACCOUNTS PAYABLE VOUCHER
* V253085	05/08/2025	WALTER BONILLA ARTEAGA	R	110.00	ACCOUNTS PAYABLE VOUCHER
* V253086	05/08/2025	BORDEN DAIRY	R	4838.81	ACCOUNTS PAYABLE VOUCHER
* V253087	05/08/2025	CAMCOR INC.	R	236101.00	ACCOUNTS PAYABLE VOUCHER
* V253088	05/08/2025	DALE CARLTON	R	90.00	ACCOUNTS PAYABLE VOUCHER
* V253089	05/08/2025	CLEARWATER SERVICES INC.	R	66.38	ACCOUNTS PAYABLE VOUCHER
* V253090	05/08/2025	CLEVE CLINIC CHILD'S HOSP FOR REHAB	R	15011.50	ACCOUNTS PAYABLE VOUCHER
* V253091	05/08/2025	CUMMINS INC.	R	840.00	ACCOUNTS PAYABLE VOUCHER
* V253092	05/08/2025	EFFECTIVE UTILITY SERVICE II LLC	R	7820.00	ACCOUNTS PAYABLE VOUCHER
* V253093	05/08/2025	EFFECTIVE UTILITY SERVICES	R	1725.00	ACCOUNTS PAYABLE VOUCHER
* V253094	05/08/2025	ENNIS BRITTON CO. LPA	R	955.00	ACCOUNTS PAYABLE VOUCHER
* V253095	05/08/2025	FIRST COMMUNICATIONS LLC	R	1020.01	ACCOUNTS PAYABLE VOUCHER
* V253096	05/08/2025	FLINN SCIENTIFIC INC	R	2633.14	ACCOUNTS PAYABLE VOUCHER
* V253097	05/08/2025	JOSE GARCIA JR	R	180.00	ACCOUNTS PAYABLE VOUCHER
* V253098	05/08/2025	GRAINGER INC.	R	1264.55	ACCOUNTS PAYABLE VOUCHER
* V253099	05/08/2025	HEALTHCARE BILLING SERVICES INC	R	338.09	ACCOUNTS PAYABLE VOUCHER
* V253100	05/08/2025	HERSHEY'S ICE CREAM	R	3973.80	ACCOUNTS PAYABLE VOUCHER
* V253101	05/08/2025	HI TRANSLATING & INTERPRETING LLC	R	868.00	ACCOUNTS PAYABLE VOUCHER
* V253102	05/08/2025	IMPERIAL DADE	R	10330.25	ACCOUNTS PAYABLE VOUCHER
* V253103	05/08/2025	INNOVATIVE SOLUTIONS GROUP INC	R	824.00	ACCOUNTS PAYABLE VOUCHER
* V253104	05/08/2025	INTERIOR SUPPLY INC.	R	730.30	ACCOUNTS PAYABLE VOUCHER
* V253105	05/08/2025	JONES SCHOOL SUPPLY	R	563.85	ACCOUNTS PAYABLE VOUCHER
* V253106	05/08/2025	JW PEPPER & SON INC	R	29.99	ACCOUNTS PAYABLE VOUCHER
* V253107	05/08/2025	KOINONIA ENTERPRISES LLC	R	3127.00	ACCOUNTS PAYABLE VOUCHER
* V253108	05/08/2025	MARS ELECTRIC COMPANY	R	326.16	ACCOUNTS PAYABLE VOUCHER
* V253109	05/08/2025	OHIO SCHOOLS COUNCIL	R	25.00	ACCOUNTS PAYABLE VOUCHER
* V253110	05/08/2025	ORIENTAL TRADING CO INC	R	296.89	ACCOUNTS PAYABLE VOUCHER
* V253111	05/08/2025	PAYSCHOOLS	R	2197.19	ACCOUNTS PAYABLE VOUCHER
* V253112	05/08/2025	PRINT AND COPY	R	257.63	ACCOUNTS PAYABLE VOUCHER
* V253113	05/08/2025	PRO-ED INC.	R	174.90	ACCOUNTS PAYABLE VOUCHER
* V253114	05/08/2025	JAMES D REASOR	R	630.00	ACCOUNTS PAYABLE VOUCHER
* V253115	05/08/2025	RELADYNE/FOUR O CORPORATION	R	456.55	ACCOUNTS PAYABLE VOUCHER
* V253116	05/08/2025	RENHILL GROUP INC.	R	52198.32	ACCOUNTS PAYABLE VOUCHER
* V253117	05/08/2025	ROYALTON MUSIC CENTER	R	49.00	ACCOUNTS PAYABLE VOUCHER
* V253118	05/08/2025	SCHOOL SPECIALTY LLC	R	299.72	ACCOUNTS PAYABLE VOUCHER
* V253119	05/08/2025	SENDERO THERAPIES INC.	R	43653.38	ACCOUNTS PAYABLE VOUCHER
* V253120	05/08/2025	SHERWIN WILLIAMS CO.	R	161.91	ACCOUNTS PAYABLE VOUCHER
* V253121	05/08/2025	SIRNA & SONS PRODUCE	R	9632.48	ACCOUNTS PAYABLE VOUCHER
* V253122	05/08/2025	STS EDUCATION	R	50688.00	ACCOUNTS PAYABLE VOUCHER
* V253123	05/08/2025	TAYLOR BAND & ORCHESTRA INC	R	579.75	ACCOUNTS PAYABLE VOUCHER
* V253124	05/08/2025	TK ELEVATOR CORP.	R	2271.44	ACCOUNTS PAYABLE VOUCHER

POWERSCHOOL
DATE: 06/10/2025
TIME: 19:49:11

BRECKSVILLE-BROADVIEW HEIGHTS CSD
CHECK REGISTER INCLUDING SYSTEM VOIDS

PAGE NUMBER: 5
ACCTPA21
ACCOUNTING PERIOD: 12/25

SELECTION CRITERIA: chkstat.rundate between '20250501' and '20250531'

* V253125	05/08/2025	TRANSPORTATION ACCESSORIES	R	778.92	ACCOUNTS PAYABLE VOUCHER
* V253126	05/08/2025	TURFSCAPE LLC	R	12352.00	ACCOUNTS PAYABLE VOUCHER
* V253127	05/08/2025	WINZER FRANCHISE COMPANY	R	1269.82	ACCOUNTS PAYABLE VOUCHER
* V253156	05/14/2025	AMAZON CAPITAL SERVICES INC.	R	4590.60	ACCOUNTS PAYABLE VOUCHER
* V253157	05/14/2025	WILLIAM J ARMOUR	R	275.25	ACCOUNTS PAYABLE VOUCHER
* V253158	05/14/2025	BORDEN DAIRY	R	12.78	ACCOUNTS PAYABLE VOUCHER
* V253159	05/14/2025	DALE CARLTON	R	180.00	ACCOUNTS PAYABLE VOUCHER
* V253160	05/14/2025	CDW GOVERNMENT INC.	R	20389.88	ACCOUNTS PAYABLE VOUCHER
* V253161	05/14/2025	CLEVELAND HEARING AND SPEECH CENTER	R	972.00	ACCOUNTS PAYABLE VOUCHER
* V253162	05/14/2025	KEVIN JAMES COLETTA	R	175.00	ACCOUNTS PAYABLE VOUCHER
* V253163	05/14/2025	DAYNA A DALTORIO	R	94.44	ACCOUNTS PAYABLE VOUCHER
* V253164	05/14/2025	DOUGH GO'S	R	2472.20	ACCOUNTS PAYABLE VOUCHER
* V253165	05/14/2025	ESC OF MEDINA COUNTY	R	170.00	ACCOUNTS PAYABLE VOUCHER
* V253166	05/14/2025	JOSE GARCIA JR	R	90.00	ACCOUNTS PAYABLE VOUCHER
* V253167	05/14/2025	HI TRANSLATING & INTERPRETING LLC	R	4234.65	ACCOUNTS PAYABLE VOUCHER
* V253168	05/14/2025	MICHAEL S HORVAL	R	46.25	ACCOUNTS PAYABLE VOUCHER
* V253169	05/14/2025	IMAGINE LEARNING LLC	R	26985.00	ACCOUNTS PAYABLE VOUCHER
* V253170	05/14/2025	IMPERIAL DADE	R	2291.30	ACCOUNTS PAYABLE VOUCHER
* V253171	05/14/2025	KEVIN G JAKUB	R	1141.99	ACCOUNTS PAYABLE VOUCHER
* V253172	05/14/2025	KAITLYN ELLIS JONOZZO	R	215.60	ACCOUNTS PAYABLE VOUCHER
* V253173	05/14/2025	JW PEPPER & SON INC	R	98.00	ACCOUNTS PAYABLE VOUCHER
* V253174	05/14/2025	JOHN KAPARIC	R	25.00	ACCOUNTS PAYABLE VOUCHER
* V253175	05/14/2025	SHELLEY MARIE LOAR	R	29.45	ACCOUNTS PAYABLE VOUCHER
* V253176	05/14/2025	MATTHEW SCOTT LUCAS	R	270.00	ACCOUNTS PAYABLE VOUCHER
* V253177	05/14/2025	MARYELLEN LINDA MAUSER	R	15.00	ACCOUNTS PAYABLE VOUCHER
* V253178	05/14/2025	STEVEN RICHARD MCCRODDEN	R	115.20	ACCOUNTS PAYABLE VOUCHER
* V253179	05/14/2025	PAYSCHOOLS	R	336.93	ACCOUNTS PAYABLE VOUCHER
* V253180	05/14/2025	TAMARA ANN PROCHASKA	R	25.00	ACCOUNTS PAYABLE VOUCHER
* V253181	05/14/2025	READY FIELD SOLUTIONS LLC	R	4101.30	ACCOUNTS PAYABLE VOUCHER
* V253182	05/14/2025	JAMES D REASOR	R	270.00	ACCOUNTS PAYABLE VOUCHER
* V253183	05/14/2025	SCHOOL SPECIALTY LLC	R	61.05	ACCOUNTS PAYABLE VOUCHER
* V253184	05/14/2025	MICHAEL SEMANCO	R	90.00	ACCOUNTS PAYABLE VOUCHER
* V253185	05/14/2025	RAULAND SOUNDCOM SYSTEMS	R	2527.55	ACCOUNTS PAYABLE VOUCHER
* V253186	05/14/2025	SOUTHEAST SECURITY CORPORATION	R	915.26	ACCOUNTS PAYABLE VOUCHER
* V253187	05/14/2025	STEPS EDUCATIONAL GROUP INC	R	18568.00	ACCOUNTS PAYABLE VOUCHER
* V253188	05/14/2025	JASON SWIM	R	149.95	ACCOUNTS PAYABLE VOUCHER
* V253189	05/14/2025	TOSHIBA AMERICA BUSINESS SOLUTIONS	R	69.25	ACCOUNTS PAYABLE VOUCHER
* V253190	05/14/2025	TURFSCAPE LLC	R	520.00	ACCOUNTS PAYABLE VOUCHER
* V253191	05/14/2025	UH OCCUPATIONAL HEALTH	R	1097.00	ACCOUNTS PAYABLE VOUCHER
* V253192	05/14/2025	UNIFIRST CORPORATION	R	187.89	ACCOUNTS PAYABLE VOUCHER
* V253193	05/14/2025	W.B. MASON CO. INC.	R	1399.60	ACCOUNTS PAYABLE VOUCHER
* V253194	05/14/2025	WASTE MANAGEMENT OF OHIO INC.	R	3084.98	ACCOUNTS PAYABLE VOUCHER
* V253195	05/14/2025	JOSHUA ALEXANDER WOODALL	R	82.99	ACCOUNTS PAYABLE VOUCHER
* V253196	05/14/2025	BRIAN E WYCUFF	R	13.59	ACCOUNTS PAYABLE VOUCHER
* V253197	05/14/2025	WILLIAM C ZWEGAT	R	109.99	ACCOUNTS PAYABLE VOUCHER
* V253199	05/23/2025	BRECKSVILLE-BROADVIEW HTS EDUC ASSC	R	28313.44	ACCOUNTS PAYABLE VOUCHER
* V253200	05/23/2025	BRK-BRDVW HTS ORG. SUPPORT STAFF	R	7789.94	ACCOUNTS PAYABLE VOUCHER
* V253202	05/23/2025	METROPOLITAN LIFE INSURANCE CO.	R	31074.74	ACCOUNTS PAYABLE VOUCHER
* V253203	05/23/2025	NORTHWEST GROUP SERVICES	R	33698.36	ACCOUNTS PAYABLE VOUCHER
* V253205	05/23/2025	OHIO SCHOOLS COUNCIL - LIFE	R	4070.42	ACCOUNTS PAYABLE VOUCHER
* V253211	05/23/2025	STATE TEACHERS RETIREMENT SYSTEM	R	140540.70	ACCOUNTS PAYABLE VOUCHER
* V253212	05/23/2025	SUBURBAN HEALTH CONSORTIUM	R	709761.17	ACCOUNTS PAYABLE VOUCHER
* V253218	05/21/2025	KATY BURANT	R	255.78	ACCOUNTS PAYABLE VOUCHER
* V253220	05/21/2025	DAN PHILIP CHERMONTE	R	328.24	ACCOUNTS PAYABLE VOUCHER
* V253228	05/21/2025	ERIC M LAPSANSKY	R	372.77	ACCOUNTS PAYABLE VOUCHER
* V253229	05/21/2025	TYRONE ANTHONY MADDEN	R	232.36	ACCOUNTS PAYABLE VOUCHER

POWERSCHOOL
DATE: 06/10/2025
TIME: 19:49:11

BRECKSVILLE-BROADVIEW HEIGHTS CSD
CHECK REGISTER INCLUDING SYSTEM VOIDS

PAGE NUMBER: 6
ACCTPA21
ACCOUNTING PERIOD: 12/25

SELECTION CRITERIA: chkstat.rundate between '20250501' and '20250531'

* V253231	05/21/2025	MEDCO/PERFORMANCE HEALTH SUPPLY	R	1007.21	ACCOUNTS PAYABLE VOUCHER
* V253235	05/21/2025	JAMES R ROBATIN	R	636.60	ACCOUNTS PAYABLE VOUCHER
* V253236	05/21/2025	ROYALTON MUSIC CENTER	R	449.99	ACCOUNTS PAYABLE VOUCHER
* V253238	05/21/2025	CARL SPATARO	R	400.51	ACCOUNTS PAYABLE VOUCHER
* V253240	05/21/2025	THE TROPHY SHOP	R	658.86	ACCOUNTS PAYABLE VOUCHER
* V253245	05/21/2025	HUNTINGTON NATIONAL BANK	R	752693.05	ACCOUNTS PAYABLE VOUCHER
* V253274	05/21/2025	ABA OUTREACH LLC	R	25902.05	ACCOUNTS PAYABLE VOUCHER
* V253275	05/21/2025	AMAZON CAPITAL SERVICES INC.	R	693.90	ACCOUNTS PAYABLE VOUCHER
* V253276	05/21/2025	BEI SUPPLY & RENTAL	R	44.94	ACCOUNTS PAYABLE VOUCHER
* V253277	05/21/2025	BLICK ART MATERIALS	R	86.35	ACCOUNTS PAYABLE VOUCHER
* V253278	05/21/2025	BLUE TECHNOLOGIES INC.	R	385.86	ACCOUNTS PAYABLE VOUCHER
* V253279	05/21/2025	MICHAEL R CAFARDI	R	33.60	ACCOUNTS PAYABLE VOUCHER
* V253280	05/21/2025	CAPITAL ONE TRADE CREDIT	R	481.66	ACCOUNTS PAYABLE VOUCHER
* V253281	05/21/2025	DALE CARLTON	R	90.00	ACCOUNTS PAYABLE VOUCHER
* V253282	05/21/2025	CLEVELAND TANK & SUPPLY INC	R	1455.00	ACCOUNTS PAYABLE VOUCHER
* V253283	05/21/2025	CUYAHOGA COMMUNITY COLLEGE	R	3651.92	ACCOUNTS PAYABLE VOUCHER
* V253284	05/21/2025	DEMCO	R	75.32	ACCOUNTS PAYABLE VOUCHER
* V253285	05/21/2025	FIRST COMMUNICATIONS LLC	R	1019.36	ACCOUNTS PAYABLE VOUCHER
* V253286	05/21/2025	JOSE GARCIA JR	R	180.00	ACCOUNTS PAYABLE VOUCHER
* V253287	05/21/2025	GRAINGER INC.	R	1067.79	ACCOUNTS PAYABLE VOUCHER
* V253288	05/21/2025	CHRISTOPHER HARTLAND	R	1400.00	ACCOUNTS PAYABLE VOUCHER
* V253289	05/21/2025	HI TRANSLATING & INTERPRETING LLC	R	4383.80	ACCOUNTS PAYABLE VOUCHER
* V253290	05/21/2025	IMPERIAL DADE	R	4036.89	ACCOUNTS PAYABLE VOUCHER
* V253291	05/21/2025	INNOVATIVE SOLUTIONS GROUP INC	R	824.00	ACCOUNTS PAYABLE VOUCHER
* V253292	05/21/2025	KEVIN G JAKUB	R	272.80	ACCOUNTS PAYABLE VOUCHER
* V253293	05/21/2025	JC POWER STRATEGIC COMMUNICAT.	R	5644.00	ACCOUNTS PAYABLE VOUCHER
* V253294	05/21/2025	JOHNSTONE SUPPLY	R	719.04	ACCOUNTS PAYABLE VOUCHER
* V253295	05/21/2025	K-12 BUSINESS CONSULTING INC	R	3450.00	ACCOUNTS PAYABLE VOUCHER
* V253296	05/21/2025	TINA M MCCAULEY	R	523.66	ACCOUNTS PAYABLE VOUCHER
* V253297	05/21/2025	JACI KAY OWENS	R	39.94	ACCOUNTS PAYABLE VOUCHER
* V253298	05/21/2025	ROBERT REUBEN PARSSON	R	158.50	ACCOUNTS PAYABLE VOUCHER
* V253299	05/21/2025	PSI AFFILIATES INC.	R	19455.11	ACCOUNTS PAYABLE VOUCHER
* V253300	05/21/2025	JAMES D REASOR	R	540.00	ACCOUNTS PAYABLE VOUCHER
* V253301	05/21/2025	RENHILL GROUP INC.	R	37511.51	ACCOUNTS PAYABLE VOUCHER
* V253302	05/21/2025	ALLISON M REYNOLDS	R	79.00	ACCOUNTS PAYABLE VOUCHER
* V253303	05/21/2025	DANIEL C REYNOLDS	R	37.98	ACCOUNTS PAYABLE VOUCHER
* V253304	05/21/2025	SCHOOL SPECIALTY LLC	R	59.23	ACCOUNTS PAYABLE VOUCHER
* V253305	05/21/2025	MICHAEL SEMANCO	R	90.00	ACCOUNTS PAYABLE VOUCHER
* V253306	05/21/2025	THE TROPHY SHOP	R	719.50	ACCOUNTS PAYABLE VOUCHER
* V253307	05/21/2025	COLLEEN E TOTH	R	308.00	ACCOUNTS PAYABLE VOUCHER
* V253308	05/21/2025	TRANE US INC.	R	943.57	ACCOUNTS PAYABLE VOUCHER
* V253309	05/21/2025	UNIFIRST CORPORATION	R	78.15	ACCOUNTS PAYABLE VOUCHER
* V253310	05/21/2025	UNITED CEREBRAL PALSY OF GRTR CLEVE	R	19600.00	ACCOUNTS PAYABLE VOUCHER
* V253311	05/21/2025	VISTA HIGHER LEARNING	R	3672.03	ACCOUNTS PAYABLE VOUCHER
* V253312	05/21/2025	W.B. MASON CO. INC.	R	343.84	ACCOUNTS PAYABLE VOUCHER
* V253313	05/22/2025	STATE TEACHERS RETIREMENT SYSTEM	R	83774.10	ACCOUNTS PAYABLE VOUCHER
* V253329	05/28/2025	ABA OUTREACH LLC	R	6820.00	ACCOUNTS PAYABLE VOUCHER
* V253330	05/28/2025	AMAZON CAPITAL SERVICES INC.	R	539.87	ACCOUNTS PAYABLE VOUCHER
* V253331	05/28/2025	SARAH ELIZABETH AMICK	R	148.26	ACCOUNTS PAYABLE VOUCHER
* V253332	05/28/2025	BEHNKE ASSOCIATES INC.	R	19500.00	ACCOUNTS PAYABLE VOUCHER
* V253333	05/28/2025	BEI SUPPLY & RENTAL	R	69.18	ACCOUNTS PAYABLE VOUCHER
* V253334	05/28/2025	MICHELLE BOHRER	R	44.10	ACCOUNTS PAYABLE VOUCHER
* V253335	05/28/2025	CAMCOR INC.	R	5996.10	ACCOUNTS PAYABLE VOUCHER
* V253336	05/28/2025	DALE CARLTON	R	180.00	ACCOUNTS PAYABLE VOUCHER
* V253337	05/28/2025	CENTEGIX	R	28500.00	ACCOUNTS PAYABLE VOUCHER
* V253338	05/28/2025	MICHELLE L COOK	R	134.89	ACCOUNTS PAYABLE VOUCHER

POWERSCHOOL
DATE: 06/10/2025
TIME: 19:49:11

BRECKSVILLE-BROADVIEW HEIGHTS CSD
CHECK REGISTER INCLUDING SYSTEM VOIDS

PAGE NUMBER: 7
ACCTPA21
ACCOUNTING PERIOD: 12/25

SELECTION CRITERIA: chkstat.rundate between '20250501' and '20250531'

* V253339	05/28/2025	CRISIS PREVENTION INSTITUTE	R	3551.90	ACCOUNTS PAYABLE VOUCHER
* V253340	05/28/2025	HOUGHTON MIFFLIN HARCOURT	R	171.97	ACCOUNTS PAYABLE VOUCHER
* V253341	05/28/2025	IMPERIAL DADE	R	1952.49	ACCOUNTS PAYABLE VOUCHER
* V253342	05/28/2025	KEVIN G JAKUB	R	555.00	ACCOUNTS PAYABLE VOUCHER
* V253343	05/28/2025	JOHNSTONE SUPPLY	R	56.22	ACCOUNTS PAYABLE VOUCHER
* V253344	05/28/2025	JONES SCHOOL SUPPLY	R	500.85	ACCOUNTS PAYABLE VOUCHER
* V253345	05/28/2025	CYNTHIA MARIE LAVOIE	R	20.49	ACCOUNTS PAYABLE VOUCHER
* V253346	05/28/2025	MATTHEW SCOTT LUCAS	R	180.00	ACCOUNTS PAYABLE VOUCHER
* V253347	05/28/2025	OHIO SCHOOLS COUNCIL-GAS	R	14000.00	ACCOUNTS PAYABLE VOUCHER
* V253348	05/28/2025	JAMES D REASOR	R	180.00	ACCOUNTS PAYABLE VOUCHER
* V253349	05/28/2025	ROETZEL & ANDRESS LPA	R	1116.00	ACCOUNTS PAYABLE VOUCHER
* V253350	05/28/2025	ROYAL FIREWORKS PUBLISHING CO.	R	803.00	ACCOUNTS PAYABLE VOUCHER
* V253351	05/28/2025	MICHAEL SEMANCO	R	360.00	ACCOUNTS PAYABLE VOUCHER
* V253352	05/28/2025	SENDERO THERAPIES INC.	R	52385.16	ACCOUNTS PAYABLE VOUCHER
* V253353	05/28/2025	SHERWIN WILLIAMS CO.	R	40.48	ACCOUNTS PAYABLE VOUCHER
* V253354	05/28/2025	TAYLOR BAND & ORCHESTRA INC	R	23.76	ACCOUNTS PAYABLE VOUCHER
* V253355	05/28/2025	TK ELEVATOR CORP.	R	8342.00	ACCOUNTS PAYABLE VOUCHER
* V253356	05/28/2025	TURFSCAPE LLC	R	520.00	ACCOUNTS PAYABLE VOUCHER
* V253357	05/28/2025	WELKER-MCKEE	R	27.28	ACCOUNTS PAYABLE VOUCHER
* V253358	05/28/2025	BRIAN E WYCUFF	R	585.00	ACCOUNTS PAYABLE VOUCHER
* V253361	05/29/2025	KELLY J LAZAR	R	169.86	ACCOUNTS PAYABLE VOUCHER
* V253362	05/29/2025	MICHELLE EILEEN MILANICH	R	17.96	ACCOUNTS PAYABLE VOUCHER
TOTAL FUND				4202080.13	
TOTAL REPORT				4202080.13	

Special Meeting (Monday, April 14, 2025)

1. Opening Items
 - A. Pledge of Allegiance

Mr. Dosen called the meeting to order at 5:00 p.m.

Present: Mrs. Galek, Mrs. Kramer, Mrs. Kwiatkowski, Ms. O'Mara, Mr. Dosen

2. Work Session
 - A. Permanent Improvement Update
 - B. Campus Master Plan Discussion

3. Announcement of Meetings
 - A. Regular Board Meeting ~ Wednesday, April 16, 2025 at 6:00 p.m.

4. Closing Items
 - A. Adjournment

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer, to adjourn the Special Meeting at 7:00 p.m.

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Mrs. O'Mara, yes; Mr. Dosen, yes

Motion carried.

Meeting Summary:

The Brecksville-Broadview Heights City School District Board of Education convened a special meeting on Monday, April 14, 2025, at 5:00 PM, held at the Brecksville Broadview Heights Education Center. The primary agenda for this session was an in-depth discussion of the campus master plan and an update on permanent improvements (PI). This meeting was made accessible to the public through a live stream on YouTube and was also recorded for subsequent viewing, though it was specified that there would be no public participation during this particular session. All board members were confirmed to be present during the roll call: Mrs. Galek, Mrs. Kramer, Ms. O'Mara, Mr. Dosen, and Mrs. Kwiatkowski.

Jeff and Craig spearheaded the presentation on permanent improvements, beginning with a financial overview. They reported an unencumbered projected fund balance for the PI account at \$1.1 million, while the unencumbered building fund balance stands at \$2.3 million, with most of these funds designated for the new road project. The 070 account holds an additional \$383,000, bringing the total current unencumbered funds to \$3.8 million. The district anticipates receiving approximately \$99,000 from homestead and rollback initiatives next month, along with around \$1.9 million in property taxes for the upcoming fiscal year. These figures contribute to a projected unencumbered fund balance of \$5.8 million. After accounting for the projected expenses for the new campus driveway access and other planned PI projects for fiscal years 2025-2026, which total \$2.7 million, the district anticipates carrying forward approximately \$876,000 for planning purposes into the 2026-2027 fiscal year.

Several updates to the project priority list since November were discussed. New additions or changes funded through PI to protect general fund dollars include the softball field repair, necessitated by a collapsed drain 17 feet underground that required circumvention to ensure the field's playability for the spring season. Other new items include hexagonal skylight updates at the elementary school costing about \$5,000, an increase in maintenance vehicles from one to two, with the cost rising from \$90,000 to approximately \$103,000, and the addition of final pit covers for the long jump pits to protect newly installed sand. Projects noted as completed or nearing completion are the high school chiller project, expected to be operational within a week or two, the essentially complete high school gymnasium bleacher repair, and the almost finished computer and monitor upgrades. In terms of ongoing work, new buses have been ordered with an expected July delivery; the transportation fuel system was completed within its \$15,000 budget; and quotes for asphalt work at the transportation and maintenance center bus lot came in favorably under budget at \$208,000. The campus driveway project is estimated at \$2.4 million and will be funded from the elementary school building fund balance. A color-coding system was explained for the project list: yellow signified projects that were complete or nearly complete, red was used for the campus master plan as it's under a different fund, and white denoted projects currently being worked on or planned for the future.

Looking ahead, future and ongoing PI needs include turf replacement, scheduled after the next playing season, a new high school boiler, and continued middle school abatement efforts, which involve the ongoing removal of 9x9 asbestos tiles and their replacement with carpet tiles,

progressing a few classrooms at a time. The slab on grade issue at the high school, concerning flooring, is currently on hold; it was previously on the deferred list, then moved to priority, and is now in a state of limbo, considered unsightly but not a safety risk, with its repair potentially impacting carpet replacement plans. Standard ongoing PI work encompasses the annual purchase of two new buses and addressing the needs of an aging fleet of maintenance vehicles. The district is also in the process of disposing of surplus vehicles, including six buses, two trucks, three vans, and one trailer, as well as outdated food service equipment. For the curriculum, approximately \$350,000 to \$375,000 is planned for the next fiscal year. Technology-wise, current devices are in good condition, with the elementary school computers slated for replacement in two years. A significant development is the securing of a grant from the Attorney General's office, which will cover the costs for updated camera systems—transitioning to a single, higher-quality system and adding about eight new cameras, including one at the Ed Center—and will also fund the Centegix system and expenses related to Cocoa the dog, such as vet bills, food, treats, and initial training. This grant funding frees up PI money that had been previously allocated for these camera upgrades. A "B List" of projects for future planning, which remains fluid, includes the HVAC system backbone, carpeting at the high school, additional asphalt work, and another section of roofing for the middle school. Regarding HVAC status, the high school's chiller is currently being addressed, with boilers next on the list; the communication backbone for VAVs and subsequently the VAV zones themselves, which have a 25-year life, are identified as upcoming needs over the next five to six years. At the middle school, while most major HVAC work has been completed using Esser funds, a few old boilers and miscellaneous smaller rooftop units still require attention. Concerns about potential cost increases for future projects due to tariffs or economic shifts were acknowledged, though it was noted that many current items are domestically manufactured or sourced (like vehicles and asphalt components), which might lessen this risk; encouragingly, the recent asphalt quotes for the bus lot came in under budget.

The non-functional sign in front of the middle school, which has been out of order for years, was also mentioned. There is no current plan for its repair; instead, it will be incorporated into the broader campus master plan and traffic flow redesign efforts.

A significant portion of the PI update focused on a potential state law that could cap school district carryover funds at 30%. If enacted, this legislation might not be implemented until January 2027 and would likely be based on fund balances at the end of fiscal year 2026. Such a cap could profoundly affect the districts levy cycle, potentially necessitating more frequent requests for smaller levy amounts and possibly delaying the next operating levy. In anticipation, the district has been advised to have an approved facilities master plan, which is currently under development, and the 070 fund was mentioned as a potential resource. It was noted that the Senate's version of the bill might not include this specific percentage cap. For BBHCS D, this cap could translate to a reduction of approximately \$12 million from its current financial position and could introduce cash flow difficulties, particularly for a district heavily reliant on local funding. Current law also restricts levy placements to the May and November general elections. Jeff also presented the Campus Master Plan (CMP), explaining that its inception was a response to the city's request to mitigate traffic congestion on Mill Road. The overarching aim is to establish a proactive, phased strategy for campus development that will forge a distinct identity for the campus while enhancing safety and traffic circulation. A community steering committee played a role in providing initial feedback for this plan.

The CMP is structured in several phases. Phase 1, the demolition of Hilton Elementary, has already been completed, with the site now being graded and prepared for seeding. Phase 2, which is the current priority and budgeted at \$2.4 million from the building fund balance, involves the construction of the new "Hilton Driveway" entrance off Mill Road. This phase incorporates design adjustments stemming from feedback from the Planning Commission and the local Homeowners Association (HOA), such as widened turns, a slightly larger roundabout that remains mountable for emergency vehicles, and revised lighting featuring 18-foot LED poles (increased from 14 to 16 lights) equipped with shields to minimize light spillage into neighboring properties and dimmer capabilities. Stormwater runoff will be managed via an underground chamber, a plan that has been favorably received by the HOA. The landscaping plan includes evergreen screens for light and sound buffering, and a sidewalk is part of the design. Once the new driveway is operational, the existing road connecting the Board Office to the middle school parking lot will be barricaded. New signage is also included in this phase. A comprehensive 77-page traffic study for the campus has recently been received. The projected timeline for Phase 2 aims for bids during the summer, commencement of work in August, and potential completion by winter, though this is contingent on weather, as asphalt work typically ceases by mid-November. Should an early cold fall cause delays, work would pause and resume in the spring with prices locked in. This phase will likely necessitate the relocation of the

cross-country course, known as "Bruce Lerch," while sled riding parking will continue to be available at the Board Office. Temporary access and parking will be maintained at the former Hilton site to allow for use of the green space.

Following Phase 2, Phase 3 is the next identified priority and is anticipated to be significantly more expensive. This phase entails creating a new bus-only entrance on the far west side of the Middle School (MS). The current MS entrance at the traffic light will be repurposed into a parent pick-up and drop-off loop. Phase 3 involves substantial work on asphalt, concrete, curbs, and sidewalks. It also includes the relocation and remodeling of two MS art rooms and a boiler room, although questions linger regarding the necessity of moving the boiler room, as its exclusion could yield considerable cost savings. The plan aims to create an enhanced, clearly defined main entrance and provide more visitor parking at the MS. The recently paved top parking lot at the MS would be integrated into the new bus lot; this configuration was chosen as a less costly alternative to a design that would have allowed all buses to be curbside.

Phase 4 focuses on the development of the former Hilton Elementary site, proposing a new softball and baseball stadium complex, with both fields featuring turf surfaces. This phase also includes a new parking lot, a dedicated building for restrooms and concessions, press boxes, and seating for approximately 300 spectators at each field. The pedestrian path, envisioned as a limestone trail, will be continued through this area. Optional additions for Phase 4 include locker rooms and a training room. If Phase 4 is implemented before Phase 5, the existing baseball and softball fields would either be taken offline or maintained at a minimal level.

Phase 5 involves several key enhancements. Parking will be expanded in front of the Board Office and on the site currently occupied by the softball field; this additional parking will serve the new athletic facilities and the main stadium. A practice grass field will be developed, alongside a new competition turf field designed for soccer and lacrosse, complete with lights, stadium seating (references varied, one suggesting 4,000 home/500 visitor, another 1,500 home/500 visitor), restrooms, and a concession stand. This new field is expected to alleviate scheduling conflicts and improve safety for sports like track and lacrosse. Phase 5 will also see the completion of the pedestrian pathway, connecting it up to the Middle School, and will finalize the connections for internal campus roads, although it was noted that the small road section connecting existing drives might be addressed sooner than the full implementation of Phase 5. Optional features for this phase include an expanded 3,000 square foot locker room facility; it was highlighted that the current main stadium locker rooms are inadequate and its restroom facilities are poor, while the existing baseball and softball teams currently rely on portable toilets and lack dedicated locker rooms.

Phase 6, which addresses renovations to the Main Stadium, carries an initial estimate of around \$22 million, a figure acknowledged by the administration as very high and requiring substantial refinement. It's important to note that turf replacement for the stadium and a new scoreboard are already planned, budgeted (with athletic boosters fundraising for the scoreboard), and will proceed irrespective of the full CMP. The major components conceptualized for Phase 6 include a large, new field house (which needs further definition), an expanded press box and additional seating, and an improved visitor entrance and ticket booth at the stadium's south end. Critical needs that Phase 6 aims to address are the provision of sufficient, modern restrooms, adequate locker rooms, functional concession areas, and a clearly defined main entrance to the stadium, likely situated at the northeast corner. Many elements within Phase 6 could potentially be undertaken individually over time or funded through private contributions.

Phase 7, the furthest projected phase with an undefined scope, concerns the Middle School building. The work could range from a basic refresh—involving new flooring, lighting, paint, and potentially moving some interior walls—to a comprehensive renovation. The community had previously indicated no desire for constructing an entirely new junior high, particularly if it involved relocating the school to Brecksville. The existing Middle School building, constructed in the 1960s, is generally considered to have "good bones" and has benefited from significant recent upgrades, including a nearly completed new roof, updated HVAC systems, a redone auditorium, and a new security vestibule. Ongoing maintenance includes asbestos abatement and classroom refreshes, with windows identified as a future need. There was discussion among board members about whether the Middle School renovation should be prioritized higher in the timeline, possibly ahead of some athletic facility projects, or if the current strategy of piecemeal updates and maintenance is adequate for the time being.

The financial aspects and broader implications of the CMP were extensively discussed. Estimated costs for undertaking multiple phases concurrently are substantial: the "Base CMP" encompassing Phases 3, 4, and 5, is projected at approximately \$35.5 million. Incorporating elements of Phase 6 (stadium improvements) would elevate this figure to around \$55 million, while an "Enhanced CMP" that includes all optional features from Phases 3, 4, and 5, plus the stadium work, could reach about \$60 million. To provide context for these figures, potential bond issue millage examples were presented: a \$35.5 million bond spread over 25 years might

equate to approximately 1.5 mills based on the new property valuation, while a \$55 million bond over the same term could be around 2.4 mills. The Board acknowledged that these are preliminary architectural estimates and are likely on the higher side. There was general enthusiasm for the plan and its anticipated benefits, such as enhanced safety, improved traffic flow, a stronger campus identity, increased community use, and a positive impact on property values. However, a strong consensus emerged that the districts operational budget remains the paramount priority, and any funding for the CMP must not compromise the day-to-day operations of the schools. The prevailing uncertainty surrounding the state budget, particularly the potential for a carryover cap, significantly influences all planning efforts. Strategies for a potential ballot issue were debated, with May 2026 being mentioned as a possible timeframe; this fall (2025) is not under consideration. There was considerable discussion about whether to pursue an operational levy first, to be followed by a separate bond issue for the CMP, or to bundle these requests. While bundling offers a consolidated approach, it also carries the risk of being perceived by voters as too financially burdensome. The importance of avoiding "voter fatigue" by minimizing the frequency of ballot requests was also emphasized. Ultimately, the Board stressed the need for a methodical approach, ensuring robust community support before any formal ballot initiative. A brief discussion also touched upon the potential sale of a parcel of land owned by the district in Broadview Heights; however, several board members voiced strong reservations against selling this land, viewing it as a valuable long-term asset, particularly as its current estimated value (between \$370,000 and \$480,000) would not substantially impact the financing of the CMP.

Looking forward, the immediate next steps involve reconvening the Campus Master Plan community steering committee. This group will be presented with the developed phases and associated cost estimates to gather their further feedback. Concurrently, Board members and the administration will continue to engage in informal discussions with various community members to gauge sentiment and answer questions. Existing communication platforms such as coffee chats, the community newsletter, and PSO meetings will be utilized to disseminate information about the CMP and solicit input from a wider audience. The possibility of hosting a dedicated community Town Hall meeting to present the Campus Master Plan was also raised, with August, coinciding with the return to school, suggested as a potential time frame. Crucially, the Board will await further clarity on the state budget and its potential ramifications before making any definitive decisions regarding the timing and scope of any future levy requests. The special meeting concluded with a reminder that the next regular Board of Education meeting was scheduled for Wednesday, April 16, 2025. This meeting would be held at the BBH High School Auditorium to facilitate the recognition of numerous student accomplishments. A motion to adjourn the special meeting was made by Mrs. Kwiatkowski, seconded by Mrs. Kramer and subsequently passed unanimously by all board members.

In addition to written minutes, an audio or video recording is retained in BoardDocs.

Mark Dosen, President

Craig Yaniglos, Treasurer/CFO

Regular Meeting (Wednesday, May 28, 2025)

1. Opening Items
 - A. Opening Statement
 - B. Pledge of Allegiance

Mr. Dosen called the meeting to order at 6:00 p.m.

Present: Mrs. Galek, Mrs. Kramer, Mrs. Kwiatkowski, Ms. O'Mara, Mr. Dosen

President's Announcements
Board Areas of Responsibility
Superintendent's Communications
Treasurer's Communications
Community Communications
Resolution 2025-54 - Consent Agenda
Resolution 2025-55 - Superintendent's Recommendations
Resolution 2025-56 - Superintendent's Recommendations
Resolution 2025-57 - Superintendent's Recommendations
Resolution 2025-58 - Superintendent's Recommendations
Resolution 2025-59 - Superintendent's Recommendations
Resolution 2025-60 - Superintendent's Recommendations
Resolution 2025-61 - Superintendent's Recommendations
Resolution 2025-62 - Superintendent's Recommendations
Resolution 2025-63 - Superintendent's Recommendations
Resolution 2025-64 - Superintendent's Recommendations
Resolution 2025-65 - Superintendent's Recommendations
Resolution 2025-66 - Superintendent's Recommendations
Resolution 2025-67 - Superintendent's Recommendations
Resolution 2025-68 - Treasurer's Recommendations
Resolution 2025-69 - Treasurer's Recommendations
Resolution 2025-70 - Treasurer's Recommendations
Resolution 2025-71 - Treasurer's Recommendations
Announcement of Meetings
Adjournment

2. President's Announcements

3. Board Areas of Responsibility

4. Superintendent's Communications

- A. Announcements and Presentations
- B. West Mill Road Property Discussion

5. Treasurer's Communications

- A. Monthly CFO Report
- B. Cash Position and Annual Spending Plan Reports

6. Community Communications

- A. Hearing of the Public

7. Consent Agenda

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-54 as follows:

- A. Certified Recommendations
- B. Classified Recommendations
- C. Supplemental Recommendations
- D. Check Register and Bank Reconciliation
- E. Minutes

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-54 adopted.

8. Superintendent's Recommendations

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-55 as follows:

A. 2025 Graduating Class

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-55 adopted.

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-56 as follows:

B. BBH Education Association MOU

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-56 adopted.

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-57 as follows:

C. 2025 Asphalt Pavement Project

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-57 adopted.

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-58 as follows:

D. Revised Board Policy ~ Final Reading

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-58 adopted.

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-59 as follows:

E. SR Trans Transportation Agreement

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-59 adopted.

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-60 as follows:

F. ESC Positive Education Program Agreement

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-60 adopted.

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-61 as follows:

G. Cleveland Hearing and Speech Agreement

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-61 adopted.

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-62 as follows:

H. Total Education Solutions Agreement

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-62 adopted.

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-63 as follows:

I. CSU Psychology Internship Agreement

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-63 adopted.

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-64 as follows:

J. KSU Psychology Internship Agreement

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-64 adopted.

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-65 as follows:

K. Mount Union Agreement

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-65 adopted.

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-66 as follows:

L. Payment in Lieu of Transportation

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, Yes
The President declared Resolution 2025-66 adopted.

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-67 as follows:

M. Donation of Personal Property

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-67 adopted.

9. Treasurer's Recommendations

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-68 as follows:

A. Five Year Forecast

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-68 adopted.

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-69 as follows:

B. Asset Disposal

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-69 adopted.

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-70 as follows:

C. 2025-2026 Student Fees

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-70 adopted.

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adopt Resolution 2025-71 as follows:

D. Donations

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes
The President declared Resolution 2025-71 adopted.

10. Closing Items

A. Announcement of Meetings

Organizational Meeting - Wednesday, June 25, 2025 at 6:00 p.m.

B. Adjournment

Motion by Mrs. Kwiatkowski, seconded by Mrs. Kramer to adjourn the Regular Meeting at 8:02 p.m.

ROLL CALL: Mrs. Galek, yes; Mrs. Kramer, yes; Mrs. Kwiatkowski, yes; Ms. O'Mara, yes; Mr. Dosen, yes

Motion carried.

Meeting Summary:

The Brecksville-Broadview Heights City School District Board of Education convened its regular meeting on May 28, 2025, at 6:00 PM. All board members—Mrs. Galek, Mrs. Kramer, Ms. Kwiatkowski, Ms. O'Mara, and Mr. Dosen—were present. The meeting began with the President thanking the PSO organizations for their contributions. No items were removed from the consent agenda.

Board liaison reports followed. Ellen Kramer noted the Ohio Senate president's statement about insufficient funds for the Fair School Funding plan, despite voucher allocations. Eva O'Mara provided updates from the Cuyahoga Valley Career Center (CVCC), including student and staff recognitions, with two BBHHS students honored at a signing day, and news of 10 new hires and four retirements at CVCC. Tish Kwiatkowski reported on curriculum, noting strong state testing improvements in math, science, and social studies, with ELA as a continued focus. The district is managing new data privacy requirements under Senate Bill 29. The BBH Schools Foundation awarded 66 scholarships totaling \$44,875 and opened applications for \$38,000 in teacher grants. Mrs. Kramer mentioned the success of the Rust Belt Riders composting program. Co-curricular updates included the softball team winning districts and track athletes trying to qualify for the state meet.

Superintendent Jeff Harrison praised the PSOs for over 10,000 volunteer hours and \$50,000 in annual fundraising, and for their role in disseminating accurate information. He reported the Hilton Drive project is proceeding, with a planning commission meeting on June 19th for potential final approval before bidding; completion by winter is ambitious, and quality is prioritized. Kindergarten registration numbers were stable at 233 students, consistent with enrollment studies. Mr. Harrison then initiated a discussion on the district-owned West Mill property. Data showed a 26% appreciation in its value over four years, with minimal carrying costs. Options included selling it (proceeds to the PI fund) or trading it. Board members largely favored retaining the property as a strategic asset for potential future needs or as an emergency fund, citing its increasing value and the district's long-term planning. Ellen Kramer noted risks in holding it and suggested proceeds could benefit current students. The consensus was to retain the property.

Treasurer Craig Yaniglos provided the April financial update. Revenues were generally on track year-to-date, though April saw some reductions. Expenditures were tracking favorably, projected at \$400,000 less than anticipated. The district maintained a balanced financial position and good liquidity.

The consent agenda was approved 5-0, which included certified personnel recommendations (noting 11 new hires and retirements of Dawn Ferrante and Todd Wasil), classified and supplemental personnel actions, the April check register, and previous meeting minutes. Principals from all school levels introduced their impressive new hires, detailing the rigorous interview processes.

Following a brief break, the Board approved the graduating class of 2025 (305 students). An MOU with the BBH Education Association regarding retiree benefits was approved. An agreement with Ohio Paving and Construction for \$251,352.60 for asphalt work at the transportation facility and middle school drive was approved. Revised board policy 0131 concerning emergency resolutions received final approval. Several agreements for special needs students, university internships, a declaration of transportation impracticality (payment in lieu of \$593-\$600 for one student), and a resolution for donating obsolete property were all approved.

Under Treasurer's Business, the Board approved the updated five-year forecast (FY25-FY29) and its associated notes and assumptions. Mr. Yaniglos explained it as a critical planning tool and a state compliance requirement, submitted twice yearly, that also serves as an early warning system for financial distress. Revenue sources are predominantly local property taxes, followed by state funding and other revenues like interest and TIF money. Expenditures are largely personnel services (salaries) and employee benefits.

Comparing the May forecast to November's, total projected revenue for FY25 was slightly lower at \$56.3 million, mainly due to the timing of property tax collections, though interest earnings were better than conservatively projected. Expenditures showed favorable variances with decreases in personnel services (\$300k), benefits (\$100k), and purchase services (\$289k) compared to November projections. Consequently, the cash balance comparison showed a slower burn-through rate than projected in November. This improvement was attributed to better TIF revenue projections from BakerTilly and savings from a larger-than-expected number of retirements, as new hires generally come in at a lower cost, although severance payments (a negotiated percentage of retiring sick leave, e.g., 28% up to 88 days for certified staff) offset immediate savings. Without a new levy, the FY29 cash balance was projected at \$10.7 million (62 days of cash), below the district's 90-day policy.

Key forecast factors included the recent 21.46% property valuation increase (though H.B. 920 limits actual revenue gain) and the district approaching the 20-mil floor. Legislative challenges include potential property tax reforms (including a constitutional amendment to eliminate them), the proposed 30% carryover cap (H.B. 96, though the Senate appears less restrictive), and state budget uncertainty regarding Fair School Funding (which is deemed unlikely to be fully funded). Personal Utility Property Tax (PUPP) values are expected to grow, providing some limited revenue increases. TIF agreement revenues are projected to increase from \$330,000 this year to about \$900,000 annually by FY29. Interest income is conservatively projected to decline. Expenditure trends include negotiated salary increases (2.75% current FY, 2.85% next FY, 3.25% in FY27 for certified staff) and projected 10-11% annual healthcare premium increases, although the Suburban Healthcare Consortium is stabilizing. Overall, salaries and benefits constitute 86% of the budget.

The forecast models a 4.5-mill operating levy passed in FY27 for collection in FY28. This timeline was adjusted from a previously modeled FY26 passage/FY27 collection due to the improved cash balance outlook. This levy consideration remains a planning point, not a current board decision. The current cash balance is around 49% of expenditures; with the modeled levy, it would be about 35.7% in FY29, and without it, roughly 17.8%. It was noted that a 30% cash balance is often a minimum for top credit ratings. The five-year forecast was approved 5-0.

The Board then approved a list for asset disposal, primarily musical instruments being traded for newer equipment. Student fees for 2025-2026 were approved with no increases except for the musical instrument rental fee to \$70/year. Donations were accepted, including \$25,000 in classroom furniture won in a raffle.

The next regular meeting was set for June 25th at 6:00 PM, followed by adjournment.

In addition to written minutes, an audio or video recording is retained in BoardDocs.

Mark Dosen, President

Craig Yaniglos, Treasurer/CFO



Brecksville-
Broadview Heights
City School District

Brecksville-Broadview Heights City School District

HS Chemistry Resource Board Approval Talking Points

June 25, 2025

The following curriculum resource was rigorously reviewed by BBHCS D high school science teachers and administrators. This curriculum resource is available for community members to review:

AKTIV Chemistry	<i>From the website: "Aktiv Chemistry reimagines chemistry courses with an innovative approach that fosters student engagement both during and after class - in-person or online."</i>	https://aktiv.com/
-----------------	--	---

PROCESS:

- Spring 2024 :: Planning and dialog began with teachers and administrators
- September-October 2024 :: Teachers and administrators reviewed the process and timeline
- Fall 2024 :: The committee of teachers reviewed data, goals, rubrics, and began researching materials and resources. (If applicable, the committee contacts other districts/experts to gather information on all potential products)
- October-November 2024 :: The committee ordered sample materials they researched. Options were narrowed down to 2-3 resources. (Note: a total of five other resources – including AKTIV Chemistry – were reviewed)
- December 2024 - February 2025 :: The committee convened to apply the Board Rubric and new Ohio High Quality Instructional Materials Rubric to all materials ordered for previewing
- March 2025 - April 2025 :: Additional inquiry was conducted by the curriculum department with AKTIV Chemistry
- May 1 - June 1 :: AKTIV Chemistry was available for public feedback
- June 2025 :: Board approval sought for committee recommended resources (pending a DPA)
- June 2025 :: Determine accurate roll-up enrollment numbers for 2025–2026
- July 2025 :: Order all necessary resources utilizing permanent improvement funds for FY26

In summary:

AKTIV Chemistry surpasses traditional textbooks by offering an interactive, adaptive, and accessible learning environment that actively engages students, provides immediate feedback, and supports mastery at every step. It leverages technology to make chemistry more intuitive, equitable, and effective for all learners.

A more expansive and in-depth review of AKTIV Chemistry:

1. Active, Personalized, and Immediate Learning—Not Passive Reading.....

Traditional textbooks present information linearly and require students to passively read and solve end-of-chapter problems, often without guidance or feedback. In contrast, AKTIV Chemistry transforms learning into an active, interactive process. Students engage with over 20,000 scaffolded, visual, and interactive problems—including drag-and-drop, color-coded, and multi-step questions—making abstract concepts tangible and less intimidating. The platform's real-time, targeted feedback helps students immediately identify and correct misconceptions, turning mistakes into learning opportunities and building confidence as they progress.

2. Technology-Enhanced Engagement and Accessibility.....

AKTIV Chemistry leverages technology to meet students where they are: on their devices. Its mobile-first, device-agnostic design allows students to access assignments, practice, and assessments anytime, anywhere—whether on a smartphone, tablet, or computer. This flexibility removes barriers to participation and practice, which traditional textbooks cannot match.

3. Adaptive Support, Remediation, and Enrichment.....

Unlike static textbooks, AKTIV Chemistry uses diagnostic tools to assess each student's prerequisite knowledge and automatically delivers personalized remediation or enrichment. Algorithmic problem sets can be tailored to each student's needs, ensuring that every learner is appropriately challenged and supported throughout the course.

4. Multimodal, Intuitive Learning Tools.....

AKTIV Chemistry offers unique modules that allow students to draw Lewis structures, visualize molecular geometry, balance equations, and even upload photos of their handwritten work for authentic assessment⁴⁷. These features help students master skills that are difficult to convey through text alone, such as drawing organic structures or understanding spatial relationships in molecules.

5. Immediate Feedback and Multiple Attempts for Mastery.....

Students receive instant, pedagogically-intelligent feedback with every attempt, helping them learn from their errors and try again—something a textbook cannot provide. Teachers can allow multiple attempts, track student progress, and provide extended time accommodations, supporting mastery learning and accessibility for all students.

6. Teacher Flexibility and Customization.....

AKTIV Chemistry empowers teachers to select problems at various levels, create their own questions, and integrate content from primary resources or online textbooks like OpenStax or Substack. This flexibility ensures alignment with course objectives and allows for continuous improvement and adaptation to student needs.

7. Proven Outcomes and Student Endorsement.....

Institutions adopting AKTIV Chemistry have reported lower dropout rates, higher engagement, and improved exam preparation compared to traditional methods. According to surveys, a majority of students believe AKTIV Chemistry helped them improve their grades and recommend its continued use.

Summary Table: AKTIV Chemistry vs. Traditional Textbooks

Feature	AKTIV Chemistry
Interactivity	High (drag-and-drop, drawing, color-coded)
Feedback	Immediate, targeted, pedagogical
Accessibility	Mobile, device-agnostic, online
Adaptivity	Personalized remediation and enrichment
Engagement	Intuitive, multimodal
Assessment	Auto-graded, multi-attempt, authentic uploads
Teacher Customization	High (custom questions, levels, integration)
Student Endorsement	High (improved grades, recommend use)

Examples: Aktiv problems with student submissions:

Drag and drop blank: This is what the student initially sees; the next screenshot is completed by the student in one submission:

<< First >>

A student dissolves 24.3 g $\text{Na}_2\text{S}_2\text{O}_3$ in enough water to make a 0.302 M solution. How many mL solution did the student make?

STARTING AMOUNT

ADD FACTOR ANSWER RESET

x () = ↻

0.302 509 6.022×10^{23} 0.509 0.001 0.01 100 0.1

24.3 1 158.1 1000 1.965 3.311 10

M $\text{Na}_2\text{S}_2\text{O}_3$ mol $\text{Na}_2\text{S}_2\text{O}_3$ mL solution g $\text{Na}_2\text{S}_2\text{O}_3$ kg $\text{Na}_2\text{S}_2\text{O}_3$ L solution

A student dissolves 24.3 g Na₂S₂O₃ in enough water to make a 0.302 M solution. How many mL solution did the student make?

$$24.3 \text{ g Na}_2\text{S}_2\text{O}_3 \times \left(\frac{1 \text{ mol Na}_2\text{S}_2\text{O}_3}{158.1 \text{ g Na}_2\text{S}_2\text{O}_3} \right) \times \left(\frac{1 \text{ L solution}}{0.302 \text{ mol Na}_2\text{S}_2\text{O}_3} \right) \times \left(\frac{1000 \text{ mL solution}}{1 \text{ L solution}} \right) = 509 \text{ mL solution}$$

24.3 g Na₂S₂O₃ × $\frac{1 \text{ mol Na}_2\text{S}_2\text{O}_3}{158.1 \text{ g Na}_2\text{S}_2\text{O}_3}$ × $\frac{1 \text{ L solution}}{0.302 \text{ mol Na}_2\text{S}_2\text{O}_3}$ × $\frac{1000 \text{ mL solution}}{1 \text{ L solution}}$ = 509 mL solution

Correct!

The correct answer is 509 mL solution.

Snipping Tool

Screenshot copied to clipboard
Automatically saved to screenshots folder.

Markup and share

This problem was attempted by the student three times. Below is the blank problem and the student's three submissions.

Glycerol (C₃H₈O₃) is a byproduct of soapmaking. What is the molality of a solution made by dissolving 155 g C₃H₈O₃ per L water? The density of water is 1 kg water/L.

STARTING AMOUNT × $\left(\frac{\text{[] []}}{\text{[] []}} \right) = \text{[] []}$

ADD FACTOR ANSWER RESET

× () = ↶

1680 6.022 × 10²³ 1.68 0.594 594 0.001 155 16.8

1 1000 15.5 59.4 92.09

mol C₃H₈O₃ m C₃H₈O₃ kg water/L mL water kg water g C₃H₈O₃/mol g C₃H₈O₃/L water

g C₃H₈O₃ L water

Glycerol ($C_3H_8O_3$) is a byproduct of soapmaking. What is the **molality** of a solution made by dissolving **155 g $C_3H_8O_3$ per L water**? The density of water is **1 kg water/L**.

155 g $C_3H_8O_3$ STARTING AMOUNT \times $\left(\frac{1 \text{ L water}}{92.09 \text{ kg water}} \right) = 1.68 \frac{\text{kg water}}{\text{L water}}$

$155 \text{ g } C_3H_8O_3 \times \frac{1 \text{ L water}}{92.09 \text{ kg water}} = \frac{1.68 \text{ kg water}}{\text{L water}}$

Incorrect, 2 attempts remaining

The correct answer is 1.68 mol $C_3H_8O_3$ / kg water.

Your ratio between L water and kg water in your first conversion factor is incorrect. Check the problem statement and then try to determine the correct values for the factor.

Glycerol ($C_3H_8O_3$) is a byproduct of soapmaking. What is the **molality** of a solution made by dissolving **155 g $C_3H_8O_3$ per L water**? The density of water is **1 kg water/L**.

155 g $C_3H_8O_3$ STARTING AMOUNT \times $\left(\frac{1 \text{ L water}}{92.09 \text{ kg water}} \right) = 1.68 \frac{\text{g } C_3H_8O_3}{\text{L water}}$

$155 \text{ g } C_3H_8O_3 \times \frac{1 \text{ L water}}{92.09 \text{ kg water}} = \frac{1.68 \text{ g } C_3H_8O_3}{\text{L water}}$

Incorrect, 1 attempt remaining

The correct answer is 1.68 mol $C_3H_8O_3$ / kg water.

Your ratio between L water and kg water in your first conversion factor is incorrect. Check the problem statement and then try to determine the correct values for the factor.

Glycerol (C₃H₈O₃) is a byproduct of soapmaking. What is the molality of a solution made by dissolving 155 g C₃H₈O₃ per L water? The density of water is 1 kg water/L.

155 g C₃H₈O₃ x $\left(\frac{1 \text{ L water}}{92.09 \text{ kg water}} \right) = 1.68 \frac{\text{mol C}_3\text{H}_8\text{O}_3}{\text{kg water}}$

STARTING AMOUNT

$155 \text{ g C}_3\text{H}_8\text{O}_3 \times \frac{1 \text{ L water}}{92.09 \text{ kg water}} = \frac{1.68 \text{ mol C}_3\text{H}_8\text{O}_3}{\text{kg water}}$

Incorrect, 0 attempts remaining

The correct answer is 1.68 mol C₃H₈O₃ / kg water.

Your ratio between L water and kg water in your first conversion factor is incorrect. Check the problem statement and then try to determine the correct values for the factor.

VLA Participation Contact Information Form

School District: Brecksville-Broadview Heights **School:** BBHCSD High and Middle Schools **County:** Cuyahoga

School District Information:	Brecksville-Broadview Heights City School District
Mailing Address	6638 Mill Road Brecksville, Ohio 44141
Phone Number	440-740-4029
General Point of Contact (GPOC)	Dr. David Martin Director of Teaching, Learning & Collaboration
Billing Point of Contact (BPOC)	Cindy LaVoie
GPOC Email	martind@bbhcsd.org
BPOC Email	lavoiec@bbhcsd.org
Emergency Contact Name, Email, and Phone Number (After school hours or weekends)	Davie Martin martind@bbhcsd.org 440-537-6394
List All Participating Schools:	BBHCSD High and Middle Schools
JCESC Office Use Only	
Start Date	
End Date	
Agreement	1 Year 2 Year 3 Year 4 Year 5 Year
VC/VLA Discount	
DASL Integration	<input type="checkbox"/> Yes <input type="checkbox"/> No



JEFFERSON COUNTY EDUCATIONAL SERVICE

VLA PARTICIPATION AGREEMENT

This Agreement is entered into between the Governing Board of the Jefferson County Educational Service Center (JCESC) and BBHCSD Board of Education (District) for a period of:

Table A.)

CHOOSE ONE:

<input checked="" type="radio"/>	12 months beginning July 1, 2025 and ending June 30, 2026 (\$1,500 Fee)
<input type="radio"/>	24 months beginning July 1, 2025 and ending June 30, 2027 (\$2,000 Fee)
<input type="radio"/>	36 months beginning July 1, 2025 and ending June 30, 2028 (\$3,000 Fee)
<input type="radio"/>	48 months beginning July 1, 2025 and ending June 30, 2029 (\$4,000 Fee)
<input type="radio"/>	60 months beginning July 1, 2025 and ending June 30, 2030 (\$5,000 Fee)

WHEREAS, the JCESC has developed a Virtual Learning Academy (VLA), an internet-based educational curriculum and delivery system designed for grades K-12 which provides alternative educational opportunities for credit deficiencies; alternative programs; summer school programs, including but not limited to gifted, special needs and home-schooled students; and

WHEREAS, the District desires to contract with the JCESC to enable its students to participate in the VLA when appropriate;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained in this Agreement, it is understood and agreed by the parties as follows:

1. JCESC shall provide the following services:
 - a) curriculum and delivery system
 - b) development and maintenance of the school district VLA database, including registration of students and faculty
 - c) professional development and system training
 - d) daily online VLA technical support
 - e) marketing consultation
 - f) treasurer's office/EMIS support

2. The District agrees to provide an administrator to serve as a "point of contact" between the District and the JCESC to coordinate and administer the VLA program.

* Please complete the Participation Contact Information Form in this document.

3. Students enrolled in the VLA shall remain part of the District's ADM.

4. Fees for Service:

- a) The District shall pay the sum of the content selected in Table A to JCSC for a VLA contract, payable as arranged by the parties.

Managed Services	School Districts	Payments
Managed Services – 1 Year	\$1500	Year 1: \$1500
Managed Services – 2 Years	\$2000	Year 1: \$1500 Year 2: \$500
Managed Services – 3 Years	\$3000	Year 1: \$2000 Year 2: \$500 Year 3: \$500
Managed Services – 4 Years	\$4000	Year 1: \$2500 Year 2: \$500 Year 3: \$500 Year 4: \$500
Managed Services – 5 Years	\$5000	Year 1: \$3000 Year 2: \$500 Year 3: \$500 Year 4: \$500 Year 5: \$500

- b.) Student License Fees are the responsibility of the District. The License enables a student to enroll in an unlimited number of courses for the license period within the dates of the Agreement.

The Student License Fees are as follows:

Student License Fees	
<i>Full Year (Unlimited Courses)</i>	\$200
<i>Six Month (Unlimited Courses)</i>	\$150
<i>Three Month (Unlimited Courses)</i>	\$100
<i>Single Course</i>	\$50
<i>Extended</i> <i>(3 months up to a full year)</i>	\$50
<i>Progress Monitoring Diagnostics</i> <i>Per Student Per Full Year</i>	\$25

Summer School Fees	
Summer School License Fee <i>Student License Fee Memorial Day thru July 31st</i> <i>(Unlimited Courses)</i>	\$75

5. Teacher Stipends: Teacher stipends are the responsibility of the District. If the JCESC provides the teacher, the rates are as follow:

Teacher Fees	
<i>Teacher Graded Course Fee</i> <i>(Essay, Short Response, and Computer Graded Questions-Licensed Teacher provides Feedback, Support, and Intervention)</i>	One credit: \$300 ½ credit: \$150 ¼ credit: \$100

The stipend is payable to the JCESC.

- a. If the District provides the teacher, payment arrangement shall be between the District and teacher.

6. Student Withdrawal: Student withdrawal fees are the responsibility of the District. License and Teacher Fees associated are listed as follows:

Withdrawal Fees	
<p><i>Student License Withdrawal Fee</i> <i>If the student has not logged in within 30 days of enrollment.</i></p> <p><i>If the student logged in and worked on the platform but withdrawals within 30 days of enrollment.</i></p>	<p>No Charge</p> <p>1-10 Hours \$25 11-20 Hours \$50 21 Hours \$75</p>
<p><i>Teacher Graded Course Withdrawal Fee</i> <i>If the student has not logged in within 30 days of enrollment</i></p> <p><i>If the student logged in and worked on the platform but withdrawals within 30 days of enrollment</i></p>	<p>No Charge</p> <p>0-3 Units \$25 4 or more \$9 /Unit</p>

7. Independent Contractor Status: Each party hereto shall be deemed an independent contractor, and neither party is nor shall be considered an agent, employee, or representative of the other.
8. Cooperation: Upon either party's request, the other party shall provide, without charge, copies of all information, data, records, and/or reports that the requesting party deems necessary to the provision of the Staffing Services. Appropriate conferences shall also be scheduled at convenient times with essential administrative personnel of both parties to discuss necessary information.
9. Limitation on Warranties: This Agreement is a service contract. Accordingly, JCESC disclaims all expressed, implied, and/or statutory warranties, including but not limited to warranties of merchantability and fitness for a particular purpose.
10. Compliance with Law: Both parties shall comply with all applicable Federal, State, and Local laws, ordinances, codes, regulations, and policies, including but not limited to those governing the disclosure of confidential information regarding students and/or their family members, such as the Family Educational Rights and Privacy Act (20 U.S.C. §1232g).
11. Confidentiality: During this Agreement, the District and its students and employees may have access to curriculum and materials developed by the VLA, which may be considered proprietary and confidential. The District agrees to maintain the confidentiality of this information and take all reasonable steps to insure its employees, agents, students, and like entities will do the same. Specifically, except as otherwise required by law, the District, its students, employees, and agents will not copy or use the curriculum and materials for reproduction or its purposes. Nor will the District make such information available to third parties for any purpose without the express written consent of the JCESC. This obligation to maintain confidentiality shall survive the termination of this Agreement.

12. Amendment: This Agreement may not be reformed, altered, or modified in any way by any practice or course of dealing but may be modified or amended only by an instrument in writing duly executed by both parties.
13. Assignment: Neither party may assign or otherwise transfer, voluntarily or by operation of law, this Agreement without the prior written consent of the other party.
14. Entirety: This Agreement contains the entire Agreement between the parties, and there are no oral promises or other representations inducing its execution or qualifying its terms. Any prior service contractor similar type of Agreement between the parties, oral or written, is hereby superseded and terminated.
15. Governing Law: The laws of the State of Ohio shall govern the validity, performance, and enforcement of this Agreement.
16. Severability: Each article, paragraph, provision, term, and condition of this Agreement, and any portions thereof, shall be considered severable. If, for any reason, any portion of this Agreement is determined to be invalid or contrary to any applicable law, rule, or regulation, the remaining portions of this Agreement shall be unimpaired, remain binding on the parties, and continue to be given full force and effect.
17. Section Headings: The section headings contained in this Agreement are for convenience of reference only and shall not affect the meaning or interpretation of this Agreement

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first written above.

<p style="text-align: center;">BOARD OF EDUCATION OF</p> <p>_____</p> <p>By: _____</p> <p>Board President</p> <p>By: _____</p> <p>Fiscal Officer</p> <p>By: _____</p> <p>Superintendent</p>	<p style="text-align: center;">GOVERNING BOARD OF THE JEFFERSON COUNTY EDUCATIONAL SERVICE CENTER</p> <p>By: _____</p> <p>Board President</p> <p>By: _____</p> <p>Fiscal Officer</p> <p>By: _____</p> <p>Superintendent</p>
--	--

2024 DASL Integration Addendum “A”

Yes, we want to purchase the DASL Integration

NO, we **DO NOT** want to purchase the DASL Integration

DASL Integration Fees	
<i>Per Year (in accordance to the Agreement Length)</i>	\$2,000

Integrations into VLA

- Using this integration, students, teachers, classes, and class enrollments would be entered into DASL and then loaded into VLA.
- The way to pull information out of DASL:
 - GradeBook Export – this would run nightly
- The GradeBook export contains all information needed. No development work will be needed by the ITC. To use this, the GradeBook integration must be turned on.
(This does not turn on the GradeBook product.)
- Courses, Districts, Schools, and Grade Levels would be maintained in both systems and would require manual linking between the two.
- Student, Parent, and Teacher Accounts as well as Student Licenses would also be automatically created in VLA from the DASL data.



4040 Tamarack Drive Parma, OH 44134
Phone: 440-572-1337 Fax: 440-572-1887

Contract for Professional Services: STEPS Educational Group and Brecksville-Broadview Heights City School District

Services for: _____

STEPS Academy, Insightful Minds, and Willow Farms hereafter known as STEPS Educational Group agrees to provide all Educational, Intervention, and Behavior services to _____ using intensive therapeutic support. In accordance with _____ Individualized Education Plan (IEP), Occupational and Speech/Language Therapies are also available. STEPS Educational Group ensures that the staff providing the services to _____ are properly licensed by the Ohio Department of Education.

This contract will be in effect for the 2025/2026 school year in conjunction with the STEPS Educational Group school calendar. STEPS Educational Group is a year-round program that commences August 21, 2025 and operates through May 29, 2026 as indicated on the enclosed calendar, and our (ESY) programming from June 29, 2026 through July 24, 2026.

It is anticipated the student(s) will attend the STEPS Educational Group center-based program Monday – Friday during the days in which the program for the 2025/2026 school year.

STEPS Academy: 8:30am – 3:00pm
Insightful Minds: 8:45am – 3:15pm
Willow Farms: 8:15am – 2:45pm

The services provided under this contract include the development of _____ IEP, quarterly progress reports, quarterly report cards, and the collaboration with the reevaluation process. STEPS Educational Group further agrees to make staff available on a reasonable basis to support the student’s successful transition back into the Brecksville-Broadview Heights City School District.

STEPS Educational Group is a chartered non-public school, therefore, students have the same access to district transportation services as any district student attending a non-public school.

It is expected that all parties and their respective representatives will conduct themselves in accordance with the Individuals with Disabilities Educational Improvement Act (IDEA) and related Ohio Revised Code Chapter 3323.

The total cost for services under this contract for the 2025/2026 school year is \$115,000.00 based from the start date of August 21, 2025 which will be invoiced on a quarterly basis. The full contract is based on the rate of \$115,000.00 for the year, beginning on August 21, 2025 through the summer (ESY) session ending on July 24, 2026.

STEPS Educational Group Approval

Jennifer Might
Signature
Founder/Executive Director

April 15, 2025
Date

School District Administrative Approval

Superintendent Name Superintendent Signature Date

Treasurer Name Treasurer Signature Date

CLEVELAND CLINIC LERNER SCHOOL FOR AUTISM
Cleveland Clinic Children's Hospital for Rehabilitation
2025–2026 School Tuition Agreement with School System
Brecksville- Broadview Heights SCHOOL DISTRICT

This School Tuition Agreement ("AGREEMENT") dated this 05/07/2025, 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 _____, resident pupil ("PUPIL") from the SENDING DISTRICT. The NON-PUBLIC SCHOOL agrees to provide SERVICES to the PUPIL during the 2025–2026 school year, inclusive of the summer of 2026, 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 08/18/2025 (the "EFFECTIVE DATE") and shall continue in full force and effect until July 31, 2026, 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 Ninety-Six Thousand Dollars (\$96,000.00). Payments may be made according to one of the following payment options; **one option must be selected below:**

OPTION 1:

One (1) payment in the amount of Ninety-Four Thousand Eighty Dollars (\$94,080.00), which must be paid by check and is due **NO LATER than August 18, 2025**. 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 18, 2025, 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 2025–2026 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 Dollars (\$8,000.00) which shall be due **NO LATER than the first (1st) day of each month**, with the first payment due on August 1, 2025 and the final payment due on July 1, 2026. Notwithstanding the foregoing, if the PUPIL does not enroll at the start of the 2025–2026 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 multifaceted 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 2025–2026 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 2025–2026 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 2025–2026 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 on 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. 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**

SENDING DISTRICT

Hospital Administrator/Hospital Director

Authorized Signatory

Date

Date

Job Title

CLEVELAND CLINIC LERNER SCHOOL FOR AUTISM
Cleveland Clinic Children’s Hospital for Rehabilitation
2025–2026 School Tuition Agreement with School System
Brecksville- Broadview Heights SCHOOL DISTRICT

This School Tuition Agreement (“AGREEMENT”) dated this 05/07/2025, 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 _____, resident pupil (“PUPIL”) from the SENDING DISTRICT. The NON-PUBLIC SCHOOL agrees to provide SERVICES to the PUPIL during the 2025–2026 school year, inclusive of the summer of 2026, 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 08/18/2025 (the “EFFECTIVE DATE”) and shall continue in full force and effect until July 31, 2026, 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 Ninety-Six Thousand Dollars (\$96,000.00). Payments may be made according to one of the following payment options; **one option must be selected below:**

OPTION 1:

One (1) payment in the amount of Ninety-Four Thousand Eighty Dollars (\$94,080.00), which must be paid by check and is due NO LATER than August 18, 2025. 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 18, 2025, 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 2025–2026 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 Dollars (\$8,000.00) which shall be due NO LATER than the first (1st) day of each month, with the first payment due on August 1, 2025 and the final payment due on July 1, 2026. Notwithstanding the foregoing, if the PUPIL does not enroll at the start of the 2025–2026 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 multifactor 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 2025–2026 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 2025–2026 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 2025–2026 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 on 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. 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**

SENDING DISTRICT

Hospital Administrator/Hospital Director

Authorized Signatory

Date

Date

Job Title

UCPA 2025/2026 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 . ("Student").

WHEREAS UCPA is qualified to provide an alternative placement for Student (as defined herein below) for the 2025 - 2026 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 2025-2026 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 consideration, 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 18, 2025, and ending on August 21, 2026, 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 25, 2025, and will conclude on May 29, 2026. Services will be provided Monday through Thursday from 9:00 AM to 2:30 PM and Friday 9:00 AM to 12:00 PM.
 - b. ESY programming will be scheduled for 4 weeks during the summer of 2026. Days and times for ESY services will be determined as mutually agreeable by May 15, 2026.
 - 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 1, 2025 (Monday): Labor Day
October 10, 2025 (Friday): NEOEA Day
October 13, 2025 (Monday): Staff Inservice Day
November 26-28, 2025 (Wednesday-Friday): Thanksgiving Break
December 22, 2025-January 2, 2026: Winter Break (Resumes Mon. Jan. 5th)
January 19, 2026 (Monday): MLK Day
February 16, 2026 (Monday): Presidents' Day
March 23 - 27, 2026 (Mon-Fri): Spring Break (Resumes Mon March 30th)
April 3, 2026 (Friday): Good Friday
April 6, 2026 (Monday): Staff Inservice Day
May 25, 2026: 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 2025, 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:

Cassy 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 party 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 _____
2025.

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 2025/2026 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 ("Student").

WHEREAS UCPA is qualified to provide an alternative placement for Student (as defined herein below) for the 2025 - 2026 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 2025-2026 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 consideration, 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 18, 2025, and ending on August 21, 2026, 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 25, 2025, and will conclude on May 29, 2026. Services will be provided Monday through Thursday from 9:00 AM to 2:30 PM and Friday 9:00 AM to 12:00 PM.
 - b. ESY programming will be scheduled for 4 weeks during the summer of 2026. Days and times for ESY services will be determined as mutually agreeable by May 15, 2026.
 - 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 1, 2025 (Monday): Labor Day
October 10, 2025 (Friday): NEOEA Day
October 13, 2025 (Monday): Staff Inservice Day
November 26-28, 2025 (Wednesday-Friday): Thanksgiving Break
December 22, 2025-January 2, 2026: Winter Break (Resumes Mon. Jan. 5th)
January 19, 2026 (Monday): MLK Day
February 16, 2026 (Monday): Presidents' Day
March 23 - 27, 2026 (Mon-Fri): Spring Break (Resumes Mon March 30th)
April 3, 2026 (Friday): Good Friday
April 6, 2026 (Monday): Staff Inservice Day
May 25, 2026: 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/I 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 2025, 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:

Cassy 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 party 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 _____ 2025.

UNITED CEREBRAL PALSY ASSOCIATION OF GREATER CLEVELAND, INC.

By: Bllecoy

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

AGREEMENT

This agreement effective June 25, 2025 by and between Brecksville-Broadview Heights City School District (hereinafter referred to as FACILITY) and Sendero Therapies, Inc., (hereinafter referred to as CONSULTANT.)

For mutual consideration, the parties hereby agree as follows:

I. Duties of the Consultant

- A. Provide direct/indirect occupational therapy and physical therapy evaluation and treatment services to students for the 2025-28 school years.
- B. Record students' evaluation and treatment results and progress.
- C. Provide information for the development of student IEPs.
- D. Provide consultation and collaboration services.
- E. Provide services to meet district needs for all students to include response to intervention model services.
- F. Therapists will be available to render services required hereunder during normal school hours (7:30 a.m-4:30 p.m.), unless, otherwise agreed upon by both parties, as an accommodation.
- G. Consultant will maintain all necessary state licensure requirements by the OT and PT licensure board; consultant staff will abide by these requirements.
- H. Consultant will maintain all necessary state licensure requirements by the Ohio Department of Education Licensure boards; consultant staff will abide by these requirements.
- I. Consultant will maintain professional liability insurance.
- J. Representatives of the US Department of Human Services, ODM, ODE, or their respective designee will have access to the subcontractor's books, documents, and records.
- K. Consultant employees are not suspended or debarred.
- L. Consultant will provide proof of completed FBI and BCI background checks for all employees as requested by Facility.
- M. Consultant will be in compliance with requirements of 45 CFR 164.504 (e)(1) for safeguarding and limiting access to information containing beneficiaries.

II. Duties of the Facility

- A. Provide rent free space and equipment as is reasonably required to enable Consultant to perform duties and services.
- B. Maintain liability insurance to indemnify and hold harmless Consultant from any claims caused by employees of Facility and/or premises.
- C. Provide copies of IEPs and other related reports and materials.
- D. If the district is using a computerized IEP writing program the District shall provide access to Consultant staff both at school and at home (if available to district staff) in order to be able to input IEP, ETR information.

III. Frequency of Services and Fee Schedule

- A. Consultant shall provide the district with occupational and physical therapy services at the rate of \$67.00 per hour for services provided by Occupational and Physical Therapists, and \$55.00 per hour for services provided by Occupational and Physical Therapy Assistants.
 - 1. Such availability shall be invoiced to the Facility regardless of student presence or absence except for advanced scheduled school breaks. Scheduled days which are cancelled by the Consultant shall not be invoiced to the Facility.
- B. Consultant shall provide occupational and physical sessions for “TBD” extended school year services (includes travel expenses) at the request of the district and invoiced at a rate of of \$100.50 per hour for services provided by Occupational and Physical Therapists, and \$82.50 per hour for services provided by Occupational and Physical Therapy Assistants.
- C. Additional time for Professional Development Training to BBHCSD staff, as scheduled with the mutual agreement of the Facility and the Consultant, shall be billed to the Facility at the rate of \$75.00 per hour. Fees include preparation, set up time of presented materials and presentation. The anticipated number of sessions is “TBD” and more as deemed necessary and mutually agreed upon by Facility and Consultant.

- D. Consultant shall invoice the Facility monthly for the performance of the work hereunder. Upon receipt the Facility will reimburse the Consultant within thirty days.
- E. Every effort will be made to accommodate services requested. Therapists are assigned based on identified service needs based on caseload information. Consultant shall make a good faith effort to accommodate these needs, however it shall not be held responsible for any claim or inability to meet staffing or service needs if there are increased demands which differ significantly from the initial staff assignment or in the event that the consultant staff member is unable to perform their duties as a result of any medical or other unanticipated condition which would prevent them from providing services. No claim shall be made against Consultant if Consultant is unable to attain staff or loses staff members at no fault of Consultant.

IV. Proprietary Rights:

- A. The therapists provided by Consultant are Consultant employees or subcontractors of the Consultant. For a two year period following contractual termination of this contract with Consultant, Facility agrees to provide written permission to Consultant; agrees to pay consultant lump sum of \$25,000 to compensate Consultant for specific training of an employee, loss of business and for the loss of the employee or subcontractor by the Consultant.

V. Grounds for Termination:

- A. The Facility and Consultant shall have grounds for termination of this agreement upon:
 - 1. Mutual agreement by Consultant and Facility;
 - 2. Failure of either party to comply with the terms of this Agreement.
 - 3. Facility and Consultant may provide sixty (60) days written notice to terminate this agreement without cause.

VI. Miscellaneous

- A. This agreement shall be construed in accordance with the laws of the State of Ohio. Amendments to this Agreement may be made at any time by mutual agreement reduced to writing and signed by the parties.

VII. Term

A. The term of this Agreement shall begin on August 1, 2025 and shall extend to July 31, 2028.

IN WITNESS WHEREOF, the parties hereto execute agreement to this Contract on June 25, 2025

Sendero Therapies, Inc.
1730 N Lakewood Ave.
Port Clinton, OH 43452

By: *Rebecca Mohler*
Rebecca L. Mohler, President

Date: 06/25/2025

Brecksville-Broadview Heights School District
6638 Mill Rd.,
Brecksville, OH 44141

BY: _____

Date: _____

TITLE: _____



ABA Outreach Services

www.aba-therapy.com ■ (216) 503-1234 ■ abaoutreach@aba-therapy.com
6537 Brecksville Rd., Independence, OH 44131

2025-2026 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, 2025 and ending July 30th, 2026, 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:

1. **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;
2. **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;
3. **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.

4. 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 coverage, workers' compensation coverage, and disability benefits;

5. **Term:** The term of this Agreement is for the 2025-2026 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; or (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.

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;

6. **Compensation:** 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:

- \$110.00 per hour of service for the work of a Behavior Specialist/BCBA reserved for the 2025-2026 academic calendar year (177) student days**;
- \$55.00 per hour of service for the work of 3 Behavior Technician/Registered Behavior Technicians reserved for the 2025-2026 academic calendar year (177 student days)**
 - **The BT/RBT and BCBA/Behavior Specialist rate is inclusive of all scheduled student school days;
- Cancellations will be billed for the total service time scheduled;
- Extended School Year (ESY) hourly rates are to be billed the same as the rates stated above for each service requested;
- ABA Outreach Services will provide the District with a tabulation of the hours, dates, and locations for services provided under this Agreement at the end of each month via email. The District will pay ABA Outreach Services on or before the 30th day of every month for prior month's services and submit payment to ABA Outreach Services at the following address: 6537 Brecksville Road, Independence, Ohio 44131;
- The District will not use a credit card to pay ABA Outreach Services;
- The District will be expected to pay for 30% of the total contracted amount of hours per role if less than the equivalent percentage (30%) is used through the stated timeframe of the contract.
- 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 learning services, and travel between buildings/locations.
- 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.

- The parties understand that the District's need for services from ABA Outreach Services may be limited or eliminated by circumstances related to a pandemic, including without limitation partial or total closure of school buildings to students or parents' decisions to rely on remote education services. The Parties further understand that provision of services pursuant to this Agreement may require modifications (e.g., provision of virtual or remote services) to meet the District's and its students' evolving needs because of a pandemic. District's reduction or elimination of ABA Outreach Services because of reasons related to a pandemic shall not be considered to be a breach of this Agreement and may necessitate modifications to the estimated hours of services outlined above in this Paragraph.

7. **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;

8. **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;
9. **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;
10. **Liability:** ABA Outreach Services shall be liable to District for any Loss arising out of or related to ABA Outreach Services' 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.
11. **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.

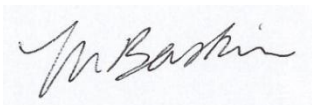
12. Miscellaneous:

- (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. Address for the District: 6638 Mill Rd Brecksville, OH 44141
- (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 inure 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.



Director of ABA Outreach Services

____5/28/2025_____
Date

Brecksville-Broadview Heights City School District

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: AP Biology

Staff Member in Charge/Position: Louie Rundo - Teacher

Destination: Franz Theodore Stone Laboratory, Gibraltar Island, OH 43456

Departure/Arrival Information:

Leaving School Date: 9/23/25 Time: 5:30 AM

Return to School Date: 9/24/25 Time: 5:00 PM

Proposed Date of Trip 9/23/25 - 9/24/25

Date by which response is needed August 2024

1. Trip Expenses:

A. Mode of Transportation (*Name of Company*). Does the carrier have liability insurance? What kind? Are turnpike fees included?

1-2 district school buses for transport of overnight and lab gear/supplies brought by students. Turnpike fees may be necessary based on travel plan to location.

Total Cost of Transportation: Busing costs have traditionally been covered by the school district.

B. Lodging Information (*Include addresses, contact names and phone numbers*).

OSU Franz Theodore Stone Laboratory, 878 Bayview Ave, Put-In-Bay, OH 43456
(614)292-8949 - dormitories

Total Cost of Lodging + Meals + 7.5 Hours of Hands-On Laboratory Experience:
\$160.00 per student x # students and required chaperones = approx. \$7680.00 - Split between all students.

C. Meals (List all meals included in the trip. Please note how many meals will be participants' responsibility)

Breakfast on the morning of Departure (McDonalds) and a brown bag lunch need to be provided by the participating students. The remaining 3 meals are provided by Ohio State university Stone Lab are a portion of the fees above in B (\$160 per student).

Total Cost of Meals: N/A

D. Are there any supplementary activities? Are entry fees required?

Miller Ferry - \$7.50/student
Island Transportation - \$4.00/student
Perry's Cave - \$7.00/student
Heineman's Winery Tour and Crystal Cave - \$5.50/student
African Wildlife Safari - \$12.00/student

Total Cost of Activities: \$36.00 per participant

Calculations of Event Expenses:

1. Transportation	\$0.00
2. Lodging + some meals	\$7680.00/split amongst students
3. Food	\$0
4. Event Fees	\$36.00/student (based on 48 students \$1728 total)
5. Other	\$0
Total	\$9408.00

2. What arrangements have been made for administering necessary medications to students while on this trip?

All necessary medical information is discussed with the school nurse in the two months prior to the trip. The school nurse provides me with a printout of all medical issues (medications, allergies, etc) and medications are provided the day we leave for the trip.

3. 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?

All chaperones will have copies of the emergency medical forms and will carry any immediate need medications (e.g. epipens, inhalers etc), but I am the main contact and will have all other necessary medications with me.

4. If tour guides are involved, what liability insurance do they carry?

I have all students submit the Student Waiver of Liability form issued by the BBHCSD that should cover all of the following vendors.

- OSU Stone Laboratory
- Miller Ferry -
- Island Transportation -
- Perry's Cave -
- Heineman's Winery Tour and Crystal Cave -
- African Wildlife Safari -
- Being that a contract/waiver is completed for all, liability is transferred to parents.

5. How is the trip related to the educational program of the district?

AP Biology utilizes the College Board Curriculum. AP curriculum Unit 6 standards include Energy Flow, Population Ecology, Community Ecology, Biodiversity and Ecosystem Disruption. These ecological aspects are ideally studied by immersing students in an actual field experience. Stone Lab provides an ideal setting for hands-on experiences by utilizing their lab experiences in Limnology, Ichthyology, Invertebrate Zoology, Ornithology, Herpetology and Invasive Species.

6. In what ways will the students benefit? How will the district benefit?

Students will gain a real world experience of hands-on biology where they actually be the Field Ecologists gathering data to be added to a scientific pool for analysis. Students meet graduate student educators that are able to both educate students on the topics of study and in the areas of biological opportunities for career choices.

7. How will the trip be evaluated to determine the extent to which these benefits were realized?

Students study all aspects of the trip prior to the travel experience. This allows them to have a rich grasp of the science behind most of what we will study. I schedule both formative and summative measures prior to travel so that students can be confident with their foundation and be enriched by the laboratory experiences.

8. 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?

If all students decide to participate in the trip, there will be 48 in attendance. Students are not forced into going on the trip, and if they decide not to participate they will need to attend school

and complete alternate projects on a variety of AP topics that are equivalent to those we are studying at the Laboratory (e.g. invasive species).

I have been utilizing this academic experience for student growth for 14 years and I believe the prior AP Biology staff did the same for over a decade.

The staff members that plan on going as chaperones are Bridget Milano and Sara Link. Both chaperoned last year and provided excellent leadership to the students and for the academic program.

9. How many chaperones, in addition to staff members, will be going? What are their names and affiliations with the students?

Based on required numbers I may opt to invite additional HS Staff to chaperone.

10. 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?

Two days will be missed by all participants. Emails are sent out to all staff a month prior, and students are responsible for their missed work. If any teacher has an issue with a student attending due to poor academic performance, they are welcome to inform me so that alternate arrangements can be made.

11. 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?

The estimated cost to the district is the cost of transportation to and from the drop off location of Miller Ferry on Catawba Island. The students are responsible for all other costs described earlier in the form. The calculations are made out in advance as to how much each student will owe, thus there should be no need to account for any shortfalls or excess funds. The funds are collected as checks issued to the school district from each student and are stored in the school safe until deposited into the school accounts each day.

Date of Submission to Athletic Director/Principal 1/7/2025

Signature of Athletic Director/Principal indicating endorsement _____

Approved by Superintendent

Date

Date Approved by Board of Education

I am also attaching an estimated itinerary of the field experience events as follows:

AP BIOLOGY II

**ITINERARY: F.T. STONE LAB
THE OHIO STATE UNIVERSITY**

Tuesday-Wednesday September 23 and 24, 2025

Please share this itinerary with your parent/guardian for emergency purposes

Tuesday, September 23, 2025

- ❖ 5:15 a.m. – depart BBHHS faculty lot to Catawba – school will be open – use restroom
- ❖ 7:15 a.m. – breakfast at McDonald's (419)734-4092 – restroom break
- ❖ 8:30 a.m. – Miller Ferry to South Bass Island (1-800-500-2421).
- ❖ 9:00 a.m. – visit Perry's Cave (419)285-2405.
- ❖ 9:40 a.m. – tour Heineman's Crystal Cave (419)285-2811.
- ❖ 10:20 a.m. – transport to Perry's Monument
- ❖ 10:30 a.m. – Tour of Perry's Monument and Museum (419)285-2516.
- ❖ 11:30 – 11:45 – lunch in the park.
- ❖ 12:00 p.m. – transport from A Dock to Gibraltar Island and Stone Lab
- ❖ 12:15 p.m. – Orientation + groups **A and B and C** activities.
- ❖ 5:00 p.m. – dinner.
- ❖ 5:30 p.m. – move into rooms.
- ❖ 6:00 p.m. – Bookstore Open for t-shirts etc. (must verify)
- ❖ 6:15 p.m. – AP Biology Lab #12 Fruit Fly Behavior (Pillbug, Beetle, Cricket)
- ❖ 8:00 – 10:30 - Island Exploration/Bonfire
- ❖ 10:30 - In rooms for the night

Wednesday, September 24, 2025

- ❖ 6:45 a.m. – rise and pack.
- ❖ 7:15 a.m. – move out of rooms
- ❖ 7:30 a.m. - breakfast
- ❖ 8:00 a.m. – resume groups **A and B and C** activities.
- ❖ 11:00 a.m. – Review of Field Trip
- ❖ 11:15 a.m. – lunch
- ❖ 11:45 a.m. – depart Island to A Dock – use restroom on Gibraltar or on Ferry
- ❖ 12:30 p.m. – bus to Miller Ferry
- ❖ 1:00 p.m. – Miller Ferry to Catawba.
- ❖ 1:30 p.m. – depart to BBHHS
- ❖ 3:00 p.m. – Approximate arrival time to BBHHS or Tour African Wildlife Safari and return to school at 5:00 PM

Important Telephone Numbers: Mr. Rundo's cell – (216)402-4492
Dining Hall on Gibraltar – (419)285-7000
Stone Lab Main Office at O.S.U. – (419)285-2341

**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: Varsity Track & Field Team Team

Staff Member in Charge/Position: Dawn Ferrante

Name of Event: OHSAA State Track & Field Meet

Destination: The Ohio State University

Departure/Arrival Information:

Leave School Date: June 6 Time: 10:00am

Return to School Date: June 7 Time: 9:00pm

Date by which response is needed: _____

Trip Expenses:

1. Transportation:

Mode of Transportation:

School Bus Number of Buses: 1

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: N/A

2. Lodging Information:

a. Name: Hampton Inn and Suites

b. Address: 8411 Pulsar Place, Columbus, Ohio 43240

c. Lodging Contact Name(s): _____

d. Lodging Phone Number(s): 614-885-8400

Total Cost of Lodging: TBA

- 3. Meals (List all meals included in the trip. Please note how many meals will be participants' responsibility).

4 Meals total - Breakfast on Day 2 will be on their own

Total Cost of Meals: TBA

- 4. Are there any supplementary activities? Are entry fees required?

Coaches and athletes will go to Top Golf, at their own expense, to spend the time between hotel check-out and the events commencing later that afternoon. There will be no expense to the District.

Total Cost of Activities: N/A

Calculation of Event Expenses:

1. Transportation:	<u>N/A</u>
2. Lodging:	<u>TBA</u>
3. Food:	<u>TBA</u>
4. Event Fees:	<u>N/A</u>
5. Other:	<u></u>
Total:	<u></u>

- 5. What Arrangements have been made for administering necessary medications to students while on this trip?

Team will follow all District guidelines and policies.

- 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?

Dawn ferrante and her staff will have complete access to Final Forms and will communicate with students' families and HS admin, as necessary.

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?

N/A

9. In what ways will the students benefit? How will the District benefit?

Success at the State level is great experience for our student-athletes and great PR for our School District.

10. How will the trip be evaluated to determine the extent to which these benefits were realized?

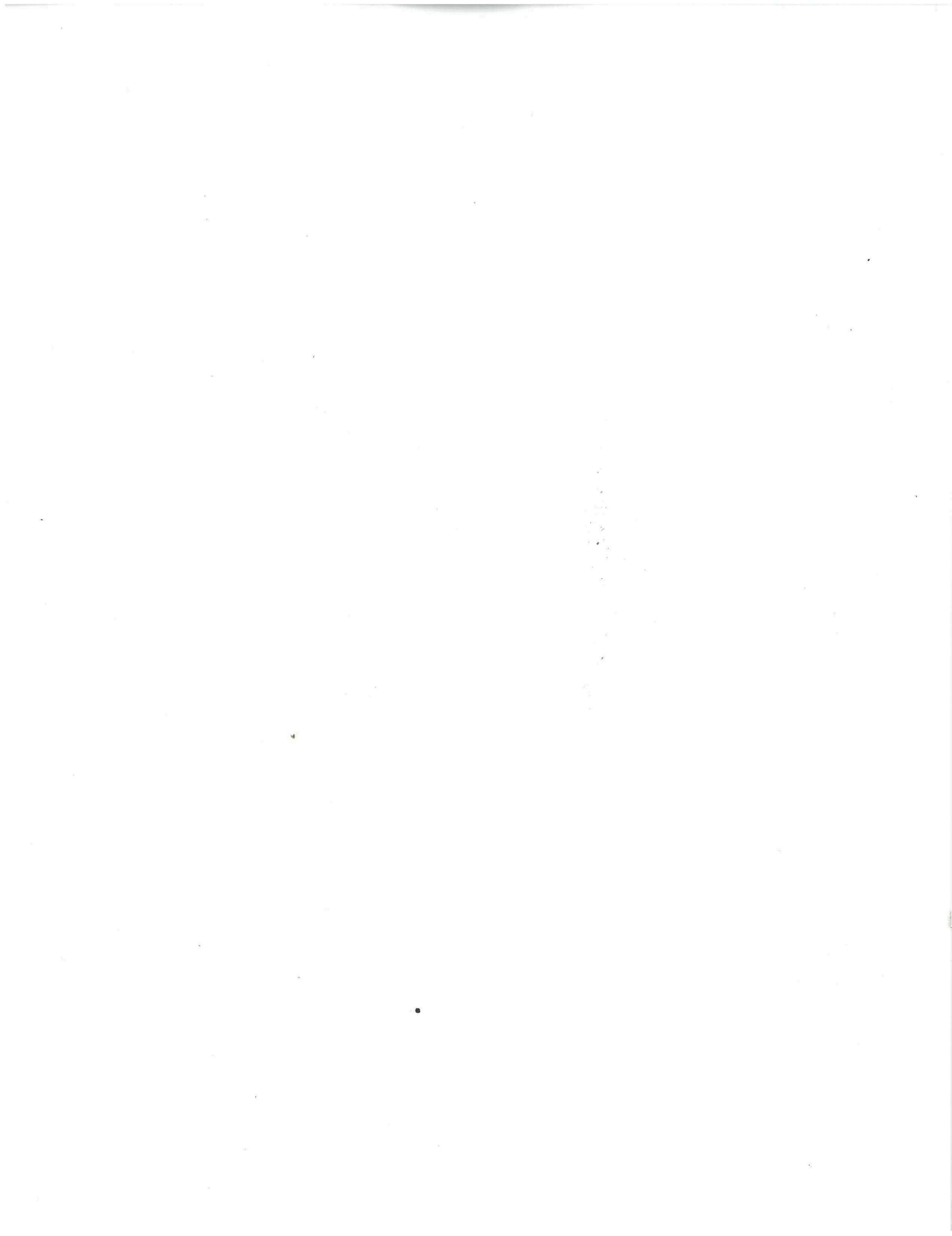
N/A

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?

There will be students 10 and 3 BOE approved coaches with extensive experience.

12. How many chaperones, in addition to staff members, will be going? What are their names and affiliations with the students?

3 BOE approved coaches will be attending. No outside chaperones.



Brecksville-Broadview Heights
2025
July 1, 2024

AMENDED , DO NOT INCLUDE

Fund Number	Fund	Initial Appropriations		Amendment #1	Amendment #2	Grand Total			
		Approved On Tax Budget					2025	2025	2025
		6/26/2024	2024-63						
		2025	2025	2025	2025	2025			
001	General Fund	\$	55,976,352.92	\$	1,377,679.95	\$	6,946,872.77	\$	64,300,905.64
Special Revenue Funds									
018	Public School Fund	\$	86,000.00	\$	1,692.30	\$	(27,760.15)	\$	59,932.15
019	Other Grants Fund	\$	230,255.70	\$	130,783.03	\$	(124,789.62)	\$	236,249.11
035	Termination Benefits	\$	-	\$	-	\$	-	\$	-
300	District Managed Student Activi	\$	653,396.92	\$	47,692.38	\$	(61,796.90)	\$	639,292.40
401	Auxiliary Services	\$	142,000.00	\$	(4,389.67)	\$	46,339.15	\$	183,949.48
451	Data Communications	\$	2,700.00	\$	2,700.00	\$	-	\$	5,400.00
499	Miscellaneous State Grants	\$	56,475.00	\$	38,078.46	\$	40,108.30	\$	134,661.76
516	IDEA Part B Special Education	\$	825,417.30	\$	-	\$	(6,484.35)	\$	818,932.95
551	Title III - LEP	\$	16,866.29	\$	-	\$	4,236.73	\$	21,103.02
572	Title I - Disadvantaged Children/	\$	268,049.27	\$	-	\$	5,551.24	\$	273,600.51
584	Title IV	\$	21,258.08	\$	-	\$	(2,238.10)	\$	19,019.98
587	IDEA Preschool Grant for Handic	\$	22,654.40	\$	-	\$	1.82	\$	22,656.22
590	Improving Teacher Quality	\$	69,021.93	\$	701.57	\$	(18,744.88)	\$	50,978.62
599	Miscellaneous Federal Grants	\$	-	\$	-	\$	-	\$	-
Total Special Revenue Funds		\$	2,394,094.89	\$	217,258.07	\$	(145,576.76)	\$	2,465,776.20
Debt Servie Fund									
002	Bond Retirement	\$	2,331,636.10	\$	-	\$	-	\$	2,331,636.10
Capitla Projects Funds									
003	Permanent Improvement	\$	2,600,000.00	\$	62,592.00	\$	595,595.14	\$	3,258,187.14
004	Building Fund	\$	150,000.00	\$	106,097.90	\$	127,421.89	\$	383,519.79
070	Capital Projects	\$	-	\$	467,000.00	\$	-	\$	-
Total Capital Projects		\$	2,750,000.00	\$	635,689.90	\$	723,017.03	\$	4,108,706.93
Enterprise Funds									
006	Food Service	\$	1,478,274.05	\$	18,811.86	\$	29,717.72	\$	1,526,803.63
009	Uniform School Supplies	\$	251,500.00	\$	(10,897.50)	\$	58,142.57	\$	298,745.07
013	Blossom Field House	\$	-	\$	-	\$	-	\$	-
020	Special Enterprises Fund	\$	287,162.80	\$	41,297.01	\$	52,871.81	\$	381,331.62
Total Enterprise Funds		\$	2,016,936.85	\$	49,211.37	\$	140,732.10	\$	2,206,880.32
Internal Service Fund									
014	Internal Services Rotary Fund	\$	317,500.00	\$	-	\$	69,033.82	\$	386,533.82
Total Internal Service Funds		\$	317,500.00	\$	-	\$	69,033.82	\$	386,533.82
Private Purpose Trust Fund									
007	Special Trust	\$	71,250.00	\$	10,500.00	\$	(767.51)	\$	80,982.49
Total Private Purpose Trust Fund		\$	71,250.00	\$	10,500.00	\$	(767.51)	\$	80,982.49
Agency Funds									
200	Student Managed Activity	\$	29,592.52	\$	328,852.90	\$	(16,544.48)	\$	341,900.94
Total Agency Funds		\$	29,592.52	\$	328,852.90	\$	(16,544.48)	\$	341,900.94
Grand Total - All Funds		\$	65,887,363.28	\$	2,619,192.19	\$	7,716,766.97	\$	76,223,322.44

Brecksville-Broadview Heights 2025

July 1, 2024

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		RESOLUTION 2024-94	RESOLUTION 2025-xx	RESOLUTION 2024-94	RESOLUTION 2025-xx	AMD #2	
Number	Unencumbered	"Taxes"	REQUESTED	"Other Sources"	REQUESTED	Increase/	TOTAL
Description	Balance	from:	"TAXES" TO:	from:	"OTHER SOURCES TO:	(Decrease)	RESOURCES
General Fund							
001 General Fund	\$26,560,169.59	\$47,267,965.00	\$47,272,624.31	\$ 8,957,496.76	\$ 9,447,684.71	\$ 494,847.26	\$ 83,280,478.61
Special Revenue Funds							
018	\$ 172,016.24			\$ 63,114.24	\$ 70,214.77	\$ 7,100.53	\$ 242,231.01
019	\$ 210,914.91			\$ 187,480.00	\$ 215,973.44	\$ 28,493.44	\$ 426,888.35
035	\$ 150,000.00			\$ 150,000.00	\$ 1,710,171.01	\$ 1,560,171.01	\$ 1,860,171.01
300	\$ 336,076.13			\$ 725,240.87	\$ 610,583.99	\$ (114,656.88)	\$ 946,660.12
401	\$ 993.98			\$ 145,085.95	\$ 196,348.86	\$ 51,262.91	\$ 197,342.84
451	\$ 3,154.29			\$ 3,000.00	\$ 5,973.42	\$ 2,973.42	\$ 9,127.71
499	\$ 56,644.89			\$ 37,908.57	\$ 104,270.18	\$ 66,361.61	\$ 160,915.07
516	\$ (1,585.00)			\$ 827,877.30	\$ 820,517.95	\$ (7,359.35)	\$ 818,932.95
551	\$ -			\$ 16,866.29	\$ 21,103.02	\$ 4,236.73	\$ 21,103.02
572	\$ (6,510.74)			\$ 274,560.01	\$ 280,111.25	\$ 5,551.24	\$ 273,600.51
584	\$ -			\$ 21,258.08	\$ 19,019.98	\$ (2,238.10)	\$ 19,019.98
587	\$ -			\$ 22,654.40	\$ 22,656.22	\$ 1.82	\$ 22,656.22
590	\$ (9,991.00)			\$ 86,114.50	\$ 60,969.62	\$ (25,144.88)	\$ 50,978.62
599	\$ -			\$ -	\$ -	\$ -	\$ -
Debt Service							
002 Debt Service	\$ 3,735,244.74	\$ 2,912,000.00	\$ 3,000,397.66	\$ -	\$ -	\$ 88,397.66	\$ 6,735,642.40
Capital Projects Funds							
003	\$ 1,973,315.51	\$ 1,871,500.00	\$ 1,843,011.23	\$ 95,000.00	\$ 485,677.69	\$ 362,188.92	\$ 4,302,004.43
004	\$ 2,639,046.22			\$ 71,596.74	\$ 123,605.06	\$ 52,008.32	\$ 2,762,651.28
070	\$ 850,000.00	\$ -	\$ -	\$ 100,000.00	\$ 6,000,000.00	\$ 5,900,000.00	\$ 6,850,000.00
Enterprise Funds							
006	\$ 756,803.32			\$ 1,333,000.00	\$ 1,442,829.99	\$ 109,829.99	\$ 2,199,633.31
009	\$ 428,312.62			\$ 295,036.00	\$ 326,229.63	\$ 31,193.63	\$ 754,542.25
013	\$ 60,000.00			\$ 20,000.00	\$ 30,000.00	\$ 10,000.00	\$ 90,000.00
020	\$ 669,454.29			\$ 418,301.10	\$ 481,559.67	\$ 63,258.57	\$ 1,151,013.96
Internal Service Funds							
014	\$ 87,617.07			\$ 383,000.00	\$ 401,262.45	\$ 18,262.45	\$ 488,879.52
Agency Funds							
200	\$ 219,942.10			\$ 367,549.01	\$ 344,871.34	\$ (22,677.67)	\$ 564,813.44
Private Purpose Funds							
007	\$ 152,660.50			\$ 54,250.00	\$ 86,578.01	\$ 32,328.01	\$ 239,238.51
	\$39,044,279.66	\$52,051,465.00	\$52,116,033.20	\$ 14,656,389.82	\$ 23,308,212.26	\$ 8,716,390.64	\$114,468,525.12

The reason for the increase/decrease in Estimated Resources:

Thank You,	Original Total Resources	\$105,752,134.48
	Revised Total Resources	\$114,468,525.12
	Total Difference	\$ 8,716,390.64

Craig Yaniglos

Fiscal Officer

Brecksville-Broadview Heights

FUND	BEGINNING APPROPRIATIONS	NEW APPROPRIATIONS 6.25.25	BUDGET MODIFICATION AMD 2
001	\$ 55,976,352.92	\$ 64,300,905.64	\$ 6,946,872.77
			\$ -
Special Revenue Funds			\$ -
018	\$ 86,000.00	\$ 59,932.15	\$ (27,760.15)
019	\$ 230,255.70	\$ 236,249.11	\$ (124,789.62)
035	\$ -	\$ -	\$ -
300	\$ 653,396.92	\$ 639,292.40	\$ (61,796.90)
401	\$ 142,000.00	\$ 183,949.48	\$ 46,339.15
451	\$ 2,700.00	\$ 5,400.00	\$ -
499	\$ 56,475.00	\$ 134,661.76	\$ 40,108.30
516	\$ 825,417.30	\$ 818,932.95	\$ (6,484.35)
551	\$ 16,866.29	\$ 21,103.02	\$ 4,236.73
572	\$ 268,049.27	\$ 273,600.51	\$ 5,551.24
584	\$ 21,258.08	\$ 19,019.98	\$ (2,238.10)
587	\$ 22,654.40	\$ 22,656.22	\$ 1.82
590	\$ 69,021.93	\$ 50,978.62	\$ (18,744.88)
599	\$ -	\$ -	\$ -
Debt Service			\$ -
002	\$ 2,331,636.10	\$ 2,331,636.10	\$ -
Capital Projects Funds			\$ -
003	\$ 2,600,000.00	\$ 3,258,187.14	\$ 595,595.14
004	\$ 150,000.00	\$ 383,519.79	\$ 127,421.89
070	\$ -	\$ 467,000.00	\$ -
Enterprise Funds			\$ -
006	\$ 1,478,274.05	\$ 1,526,803.63	\$ 29,717.72
009	\$ 251,500.00	\$ 298,745.07	\$ 58,142.57
013	\$ -	\$ -	\$ -
020	\$ 287,162.80	\$ 381,331.62	\$ 52,871.81
Internal Service Funds			\$ -
014	\$ 317,500.00	\$ 386,533.82	\$ 69,033.82
Agency Funds			\$ -
200	\$ 29,592.52	\$ 341,900.94	\$ (16,544.48)
Private Purpose Funds			\$ -
007	\$ 71,250.00	\$ 80,982.49	\$ (767.51)
TOTALS	\$ 65,887,363.28	\$ 76,223,322.44	\$ 7,716,766.97

FUND	BEGINNING ESTIMATED RESOURCES	AMD #2 JUNE '25	RESOURCE MODIFICATION AMD 2
001	\$ 82,617,527.59	\$ 83,280,478.61	\$ 494,847.26
			\$ -
Special Revenue Funds			\$ -
018	\$ 231,516.24	\$ 242,231.01	\$ 7,100.53
019	\$ 397,914.91	\$ 426,888.35	\$ 28,493.44
035	\$ 300,000.00	\$ 1,860,171.01	\$ 1,560,171.01
300	\$ 1,009,876.13	\$ 946,660.12	\$ (114,656.88)
401	\$ 145,993.98	\$ 197,342.84	\$ 51,262.91
451	\$ 5,854.29	\$ 9,127.71	\$ 2,973.42
499	\$ 56,644.89	\$ 160,915.07	\$ 66,361.61
516	\$ 825,417.30	\$ 818,932.95	\$ (7,359.35)
551	\$ 16,866.29	\$ 21,103.02	\$ 4,236.73
572	\$ 268,049.27	\$ 273,600.51	\$ 5,551.24
584	\$ 21,258.08	\$ 19,019.98	\$ (2,238.10)
587	\$ 22,654.40	\$ 22,656.22	\$ 1.82
590	\$ 69,021.93	\$ 50,978.62	\$ (25,144.88)
599	\$ -	\$ -	\$ -
Debt Service			\$ -
002	\$ 6,553,080.48	\$ 6,735,642.40	\$ 88,397.66
Capital Projects Funds			\$ -
003	\$ 3,914,815.51	\$ 4,302,004.43	\$ 362,188.92
004	\$ 2,664,046.22	\$ 2,762,651.28	\$ 52,008.32
070	\$ 950,000.00	\$ 6,850,000.00	\$ 5,900,000.00
Enterprise Funds			\$ -
006	\$ 2,089,803.32	\$ 2,199,633.31	\$ 109,829.99
009	\$ 720,812.62	\$ 754,542.25	\$ 31,193.63
013	\$ 80,000.00	\$ 90,000.00	\$ 10,000.00
020	\$ 1,087,717.89	\$ 1,151,013.96	\$ 63,258.57
Internal Service Funds			\$ -
014	\$ 470,617.07	\$ 488,879.52	\$ 18,262.45
Agency Funds			\$ -
200	\$ 535,976.04	\$ 564,813.44	\$ (22,677.67)
Private Purpose Funds			\$ -
007	\$ 206,910.50	\$ 239,238.51	\$ 32,328.01
TOTALS	\$ 105,262,374.95	\$ 114,468,525.12	\$ 8,716,390.64

Brecksville-Broadview Heights
2026
July 1, 2025

		FY26 Appropriations		WHAT ARE BEING AMENDED , DO NOT INCLUDE APPROPRIATIONS				
		6/25/2025		Amendment #1	Amendment #2	Amendment #9	Amendment #10	Grand Total
		2025-XX		Enter Resolution Date	Enter Resolution Date	Enter Resolution Date	Enter Resolution Date	Appropriations
Fund Number	Fund	2026		Enter Resolution Number	Enter Resolution Number	Enter Resolution Number	Enter Resolution Number	2026
		2026		2026	2026	2026	2026	2026
001	General Fund	\$	57,615,336.38					\$ 57,615,336.38
Special Revenue Funds								
018	Public School Fund	\$	34,760.00					\$ 34,760.00
019	Other Grants Fund	\$	244,538.30					\$ 244,538.30
035	Termination Benefits	\$	-					\$ -
300	District Managed Student Activi	\$	666,263.94					\$ 666,263.94
401	Auxiliary Services	\$	150,000.00					\$ 150,000.00
451	Data Communications	\$	2,900.00					\$ 2,900.00
499	Miscellaneous State Grants	\$	-					\$ -
516	IDEA Part B Special Education	\$	800,000.00					\$ 800,000.00
551	Title III - LEP	\$	15,000.00					\$ 15,000.00
572	Title I - Disadvantaged Children/	\$	200,000.00					\$ 200,000.00
584	Title IV	\$	20,000.00					\$ 20,000.00
587	IDEA Preschool Grant for Handic	\$	20,000.00					\$ 20,000.00
590	Improving Teacher Quality	\$	70,000.00					\$ 70,000.00
599	Miscellaneous Federal Grants	\$	-					\$ -
Total Special Revenue Funds		\$	2,223,462.24	\$ -	\$ -	\$ -	\$ -	\$ 2,223,462.24
Debt Servie Fund								
002	Bond Retirement	\$	2,446,636.10	\$ -	\$ -			\$ 2,446,636.10
Capitall Projects Funds								
003	Permanent Improvement	\$	1,853,000.00					\$ 1,853,000.00
004	Building Fund	\$	2,200,000.00					\$ 2,200,000.00
070	Capital Projects	\$	-					\$ -
Total Capital Projects		\$	4,053,000.00	\$ -	\$ -	\$ -	\$ -	\$ 4,053,000.00
Enterprise Funds								
006	Food Service	\$	1,852,258.38					\$ 1,852,258.38
009	Uniform School Supplies	\$	299,535.56					\$ 299,535.56
013	Blossom Field House	\$	-					\$ -
020	Special Enterprises Fund	\$	352,932.79					\$ 352,932.79
Total Enterprise Funds		\$	2,504,726.73	\$ -	\$ -	\$ -	\$ -	\$ 2,504,726.73
Internal Service Fund								
014	Internal Services Rotary Fund	\$	421,142.00					\$ 421,142.00
Total Internal Service Funds		\$	421,142.00	\$ -	\$ -	\$ -	\$ -	\$ 421,142.00
Private Purpose Trust Fund								
007	Special Trust	\$	88,250.00					\$ 88,250.00
Total Private Purpose Trust Fund		\$	88,250.00	\$ -	\$ -	\$ -	\$ -	\$ 88,250.00
Agency Funds								
200	Student Managed Activity	\$	364,947.66					\$ 364,947.66
Total Agency Funds		\$	364,947.66	\$ -	\$ -	\$ -	\$ -	\$ 364,947.66
Grand Total - All Funds		\$	69,717,501.11	\$ -	\$ -	\$ -	\$ -	\$ 69,717,501.11

Brecksville-Broadview Heights
2026

July 1, 2025

Cuyahoga County Budget Commission
Attention: Bryan Dunn
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	2025-XX UNENCUMBERED BALANCE 7/1/25	Requested "Taxes" to	"Other Sources" from:	Requested "Other Sources" to	TOTAL
General Fund						
001	General Fund	\$ 18,979,572.97	\$ 45,696,882.08		\$ 8,957,496.76	\$ 73,633,951.81
Special Revenue Funds						
018	Public School Support	\$ 182,298.86			\$ 60,800.00	\$ 243,098.86
019	Other Grants	\$ 190,639.24			\$ 179,000.00	\$ 369,639.24
035	Termination Benefits	\$ 1,860,171.01			\$ 100,000.00	\$ 1,960,171.01
300	District Managed Sports	\$ 307,367.72			\$ 752,600.00	\$ 1,059,967.72
401	Auxiliary	\$ 13,393.36			\$ 150,000.00	\$ 163,393.36
451	K-12 Connectivity	\$ 3,727.71			\$ 2,700.00	\$ 6,427.71
499	Other State Grants	\$ 26,253.31			\$ -	\$ 26,253.31
516	IDEA B	\$ (4,832.58)			\$ 804,832.58	\$ 800,000.00
551	Title III	\$ -			\$ 15,000.00	\$ 15,000.00
572	Title IA	\$ (295.83)			\$ 200,295.83	\$ 200,000.00
584	Title IV	\$ (1,282.30)			\$ 21,282.30	\$ 20,000.00
587	IDEA ECSE	\$ -			\$ 20,000.00	\$ 20,000.00
590	Title IIA	\$ (5,607.44)			\$ 75,607.44	\$ 70,000.00
599	Other Fed Grants	\$ -			\$ -	\$ -
Debt Service						
002	Debt Service	\$ 4,404,006.30	\$ 2,817,835.74		\$ -	\$ 7,221,842.04
Capital Projects Funds						
003	Permanent Improvement	\$ 1,043,817.29	\$ 1,804,112.20		\$ 271,300.00	\$ 3,119,229.49
004	Building	\$ 2,379,131.49			\$ 60,000.00	\$ 2,439,131.49
070	Capital Projects	\$ 6,383,000.00			\$ -	\$ 6,383,000.00
Enterprise Funds						
006	Enterprise	\$ 672,829.68			\$ 1,496,000.00	\$ 2,168,829.68
009	Uniform Supply	\$ 455,797.18			\$ 289,437.80	\$ 745,234.98
013	Blossom Field House	\$ 90,000.00			\$ 10,000.00	\$ 100,000.00
020	Child Care	\$ 769,682.34			\$ 427,171.76	\$ 1,196,854.10
Internal Service Funds						
014	Internal Service	\$ 102,345.70			\$ 429,142.00	\$ 531,487.70
Agency Funds						
200	Agency	\$ 222,912.50	\$ -		\$ 407,492.12	\$ 630,404.62
Private Purpose Funds						
007	Trust	\$ 158,256.02			\$ 89,475.00	\$ 247,731.02
		\$ 38,233,184.53	\$ 50,318,830.02	\$ -	\$ 14,819,633.59	\$ 103,371,648.14
						\$ 103,371,648.14

The reason for the increase/decrease in Estimated Resources:

Thank You,

Treasurer/CFO
Brecksville-Broadview Heights



Cyber Liability
Insurance Proposal for
**Brecksville-Broadview Heights City School
District**

Total Payable: \$,000.00



TOKIOMARINE
HCC

12/15/2023

12/15/2023

12/15/2023

12/15/2023

12/15/2023

12/15/2023

12/15/2023

12/15/2023



We Know Risk

Our underwriters at Tokio Marine HCC – CPLG prepared the following non-binding indication for you after reviewing your application, network vulnerability risk scan, and analyzing your overall exposure. Here is what we know about you:

APPLICANT	Brecksville-Broadview Heights City School District
STATE	Ohio
REFERENCE #	13331620
PRODUCER	AmWINS Brokerage of Washington
PRODUCER CONTACT	Megan North
COVERAGE/POLICY TYPE	NetGuard Policy NGP 1000 (4.2020)
CARRIER	Houston Casualty Company (A++ "Superior")
RETROACTIVE DATE	None; Full Prior Acts Coverage
KNOWLEDGE DATE	July 01, 2025
POLICY TERM	One Year



NETGUARD® PLUS CYBER LIABILITY INSURANCE NON-BINDING INDICATION

Date: May 09, 2025

	Option 1	Option 2	Option 3	Option 4
Maximum Policy Aggregate Limit	\$500K	\$1M	\$2M	\$3M
Option Premium	\$3,580	\$3,978	\$6,564	\$10,000
Policy Fee (fully earned at inception)	\$0	\$0	\$0	\$0
Total Payable Premium	\$3,580	\$3,978	\$6,564	\$10,000

LIMITS PER INSURING AGREEMENT

"NIL" or "N/A" indicates that the Coverage is not included in the quoted premium and that portion of the Policy will not apply.

Third Party Liability Insuring Agreements (Claims Made and Reported Coverage)

Multimedia Liability Coverage	\$500K/\$500K	\$1M/\$1M	\$2M/\$2M	\$3M/\$3M
Security and Privacy Liability Coverage	\$500K/\$500K	\$1M/\$1M	\$2M/\$2M	\$3M/\$3M
Privacy Regulatory Defense and Penalties Coverage	\$500K/\$500K	\$1M/\$1M	\$2M/\$2M	\$3M/\$3M
PCI DSS Liability Coverage	\$500K/\$500K	\$1M/\$1M	\$2M/\$2M	\$3M/\$3M
Bodily Injury Liability Coverage	\$100K/\$100K	\$250K/\$250K	\$250K/\$250K	\$250K/\$250K
Property Damage Liability Coverage	\$50K/\$50K	\$50K/\$50K	\$50K/\$50K	\$50K/\$50K
TCPA Defense Coverage	\$50K/\$50K	\$50K/\$50K	\$50K/\$50K	\$50K/\$50K

First Party Insuring Agreements (Event Discovered and Reported Coverage)

Breach Event Costs Coverage	\$500K/\$500K	\$1M/\$1M	\$2M/\$2M	\$3M/\$3M
Post Breach Remediation Costs Coverage	\$25K/\$25K	\$25K/\$25K	\$25K/\$25K	\$25K/\$25K
BrandGuard™ Coverage	\$500K/\$500K	\$1M/\$1M	\$2M/\$2M	\$3M/\$3M
System Failure Coverage	\$500K/\$500K	\$1M/\$1M	\$2M/\$2M	\$3M/\$3M
Dependent System Failure Coverage	\$500K/\$500K	\$1M/\$1M	\$2M/\$2M	\$3M/\$3M
Cyber Extortion Coverage	\$500K/\$500K	\$1M/\$1M	\$2M/\$2M	\$3M/\$3M
Cyber Crime Coverage				
A. Financial Fraud Sublimit	\$100K/\$100K	\$250K/\$250K	\$250K/\$250K	\$250K/\$250K
B. Telecommunications and Utilities Fraud Sublimit	\$100K/\$100K	\$250K/\$250K	\$250K/\$250K	\$250K/\$250K
C. Phishing Fraud Sublimits				
1. Your Phishing Fraud Loss Sublimit	\$100K/\$100K	\$250K/\$250K	\$250K/\$250K	\$250K/\$250K
2. Client Phishing Fraud Loss Sublimit	\$100K/\$100K	\$250K/\$250K	\$250K/\$250K	\$250K/\$250K
3. Phishing Fraud Aggregate Sublimit (C.1. & C. 2 combined)	\$100K	\$250K	\$250K	\$250K
Cyber Crime Aggregate Limit (A., B., & C. combined)	\$100K	\$250K	\$250K	\$250K
Bricking Loss Coverage	\$500K/\$500K	\$1M/\$1M	\$2M/\$2M	\$3M/\$3M
Property Damage Loss Coverage	\$50K/\$50K	\$50K/\$50K	\$50K/\$50K	\$50K/\$50K
Reward Expenses Coverage	\$50K/\$50K	\$50K/\$50K	\$50K/\$50K	\$50K/\$50K
Court Attendance Costs Coverage	\$25K/\$25K	\$25K/\$25K	\$25K/\$25K	\$25K/\$25K
Additional Defense Costs Limit: (Not applicable to Bodily Injury Liability, Property Damage Liability or TCPA Defense Coverage)	NIL	NIL	NIL	NIL
Breach Event Costs Outside the Limit Enhancement:	INCLUDED	INCLUDED	INCLUDED	INCLUDED



DEDUCTIBLES, WAITING PERIODS, PERIODS OF INDEMNITY AND PERIOD OF RESTORATION

	Option 1	Option 2	Option 3	Option 4
Aggregate Deductible	\$30,000	\$30,000	\$30,000	\$30,000
DEDUCTIBLE PER INSURING AGREEMENT				
Deductibles shown below apply to each claim				
Multimedia Liability Coverage	\$10,000	\$10,000	\$10,000	\$10,000
Security and Privacy Liability Coverage	\$10,000	\$10,000	\$10,000	\$10,000
Privacy Regulatory Defense and Penalties Coverage	\$10,000	\$10,000	\$10,000	\$10,000
PCI DSS Liability Coverage	\$10,000	\$10,000	\$10,000	\$10,000
Bodily Injury Liability Coverage	\$10,000	\$10,000	\$10,000	\$10,000
Property Damage Liability Coverage	\$10,000	\$10,000	\$10,000	\$10,000
TCPA Defense Coverage	\$10,000	\$10,000	\$10,000	\$10,000
Breach Event Costs Coverage	\$10,000	\$10,000	\$10,000	\$10,000
Post Breach Remediation Costs Coverage	\$10,000	\$10,000	\$10,000	\$10,000
BrandGuard™ Coverage Waiting Period Period of Indemnity	2 weeks 12 months	2 weeks 12 months	2 weeks 12 months	2 weeks 12 months
System Failure Coverage				
A. Data Recovery Deductible	\$10,000	\$10,000	\$10,000	\$10,000
B. Non-Physical Business Interruption				
Waiting Period	8 hours	8 hours	8 hours	8 hours
Period of Restoration	12 months	12 months	12 months	12 months
Dependent System Failure Coverage				
A. Data Recovery Deductible	\$10,000	\$10,000	\$10,000	\$10,000
B. Non-Physical Business Interruption				
Waiting Period	12 hours	12 hours	12 hours	12 hours
Period of Indemnity	6 months	6 months	6 months	6 months
Cyber Extortion Coverage	\$10,000	\$10,000	\$10,000	\$10,000
Cyber Crime Coverage	\$10,000	\$10,000	\$10,000	\$10,000
Bricking Loss Coverage	\$10,000	\$10,000	\$10,000	\$10,000
Property Damage Loss Coverage	\$10,000	\$10,000	\$10,000	\$10,000
Reward Expenses Coverage	\$10,000	\$10,000	\$10,000	\$10,000
Court Attendance Costs Coverage	None	None	None	None



PROPOSAL PREPARED FOR:

Brecksville Broadview Heights City School District

CF Risk & Insurance, LLC

Chris Fichtner

JULY 1, 2025 TO JULY 1, 2026

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

Agent Contact Information

Chris Fichtner

Main: 440-213-3842

chris@cfriskinsurance.com

CF Risk & Insurance, LLC

4456 N. Abbe Road, #112 Sheffield, OH 44054



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

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



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



PROPOSAL SUMMARY

PROPERTY

	Limits and Deductibles
Building & Business Personal Property Limit Including Property Extensions of Coverage As Reported to SORSA; Subject to \$350,000,000 Pool Limit	\$ 350,000,000
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: As Reported to SORSA; Subject to \$350,000,000 Pool Limit	\$ 350,000,000
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:	\$ 153,745

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:	\$ 2,590

Terms, Conditions, Exclusions, Subject To's

Covered Property at Undescribed 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: Excluded	
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
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
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



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:	\$ 77,663

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).



PROPOSAL SUMMARY

AUTOMOBILE LIABILITY AND PHYSICAL DAMAGE

III. Automobile Liability

Bodily Injury & Property Damage - per Occurrence
(including Owned/Hired/Non-Owned)

LIMIT OF LIABILITY
(Primary and Excess)
\$ 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:

INCLUDED

Physical Damage

Other than Collision

Actual Cash Value*

Collision

Actual Cash Value*

Deductible

\$ 2,500

Automobile Physical Damage Premium:

INCLUDED

Terms, Conditions, and Exclusions

Contracted Buses Exclusion applies

This Quotation is based on

51 Buses

17 Other Vehicles

2 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:

\$ 545

Total Premium

\$ 234,543

S .  . R . S . A
SCHOOLS OF OHIO RISK SHARING AUTHORITY

Order to Bind Coverage Form

MEMBER NAME: Brecksville Broadview Heights City School District

TERM: 7/1/2025 to 7/1/2026

Total Property Limit	Total Liability Limit	Total Premium
\$206,917,235	\$15,000,000	\$234,543

TRIA Coverage - Terrorism Risk Insurance Act is included

Member Signature: _____

Agent's Signature: _____

Agency Name: CF Risk & Insurance Management



PREMIUM INVOICE

Contract Number:

Member Name: Brecksville Broadview Heights City School District
Address: 6638 Mill Road
City: Brecksville **State:** OH **Zip Code:** 44141

Inception: July 1, 2025 12:01 a.m.
Expiration: July 1, 2026 12:01 a.m.

LINE OF BUSINESS	CONTRIBUTION
Property	153,745
General Liability/ ELL	77,663
Auto Physical Damage	Included
Auto Liability	Included
Crime	2,590
Cyber	DECLINED
Violence	545
TOTAL DUE:	234,543

Please remit check to:

Schools of Ohio Risk Sharing Authority
814 N. Locust Street, Suite 3
Ottawa, OH 45875



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): 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

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 _____ (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, 2025 but actually executed on the ____ day of _____, 20____ (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, 2026.

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, 2025 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: _____

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

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

SCHOOL SECURITY RISK INSURANCE

CYBER LIABILITY

Note: Please refer to policy on file for specific limits, terms, conditions, and exclusions.

Activity	Avg Enrollment	Total Avg Costs	50% of Total Avg Cost	PTP True Calculation	2024-2025 Fee	2025-2026 Fee
Baseball/Softball	70	\$ 46,355	\$ 23,177	\$ 333	\$ 317	\$ 333
Basketball	54	\$ 58,223	\$ 29,111	\$ 539	\$ 416	\$ 500
Bowling	38	\$ 7,156	\$ 3,578	\$ 93	\$ 92	\$ 93
Cheerleading Fall	38	\$ 10,724	\$ 5,362	\$ 141	\$ 115	\$ 141
Cheerleading Winter	30	\$ 12,913	\$ 6,457	\$ 213	\$ 172	\$ 213
Cross Country	59	\$ 27,903	\$ 13,952	\$ 235	\$ 221	\$ 235
Football	78	\$ 60,642	\$ 30,321	\$ 387	\$ 386	\$ 387
Golf	30	\$ 19,311	\$ 9,656	\$ 318	\$ 344	\$ 318
Gymnastics	19	\$ 17,103	\$ 8,551	\$ 450	\$ 500	\$ 450
Honeybees	8	\$ 2,518	\$ 1,259	\$ 157		\$ 157
Lacrosse	71	\$ 39,256	\$ 19,628	\$ 278	\$ 245	\$ 278
Soccer	86	\$ 51,624	\$ 25,812	\$ 300	\$ 254	\$ 300
Swimming and Diving	36	\$ 25,959	\$ 12,980	\$ 361	\$ 300	\$ 361
Tennis	42	\$ 24,574	\$ 12,287	\$ 290	\$ 369	\$ 290
Track	142	\$ 54,133	\$ 27,067	\$ 191	\$ 129	\$ 161
Volleyball	59	\$ 44,892	\$ 22,446	\$ 378	\$ 289	\$ 362
Wrestling	47	\$ 39,961	\$ 19,981	\$ 422	\$ 461	\$ 422

Activity	Avg Enrollment	Total Average Costs	50% of Total Average Cost	PTP True Calculation	2024-2025 Fee	2025-2026 Fee
Art Club	30	\$ 980	\$ 490	\$ 17	\$ 17	\$ 17
Basketball	49	\$ 24,003	\$ 12,001	\$ 243	\$ 224	\$ 243
Builders Club	15	\$ 2,204	\$ 1,102	\$ 73	\$ 73	\$ 73
Cheerleading Fall	18	\$ 2,204	\$ 1,102	\$ 61	\$ 59	\$ 61
Cheerleading Winter	17	\$ 2,204	\$ 1,102	\$ 65	\$ 63	\$ 65
Cross Country	44	\$ 12,444	\$ 6,222	\$ 141	\$ 137	\$ 141
Football	50	\$ 25,513	\$ 12,757	\$ 257	\$ 234	\$ 257
Honeycomb	11	\$ 2,290	\$ 1,145	\$ 104	\$ 58	\$ 73
Jazz Band	34	\$ 980	\$ 490	\$ 14	\$ 14	\$ 14
Math Counts*	33	\$ 2,694	\$ 1,347	\$ 41	\$ 48	\$ 41
Model UN	12	\$ 1,963	\$ 982	\$ 84	\$ 124	\$ 93
Power of the Pen	13	\$ 2,204	\$ 1,102	\$ 85	\$ 98	\$ 85
Robotics	58	\$ 9,348	\$ 4,674	\$ 81	\$ 87	\$ 81
Stage Crew	19	\$ 1,959	\$ 980	\$ 52	\$ 58	\$ 52
Track (spring)*	141	\$ 26,939	\$ 13,469	\$ 96	\$ 111	\$ 96
Volleyball	25	\$ 12,272	\$ 6,136	\$ 242	\$ 218	\$ 242
Wrestling	20	\$ 14,909	\$ 7,455	\$ 367	\$ 268	\$ 300
Yearbook (Annual Advisor MS)	31	\$ 1,633	\$ 817	\$ 26	\$ 22	\$ 26

Activity	Avg Enrollment	Total Avg Costs	50% of Total Avg Cost	PTP True Calculation	2024-2025 Fee	2025-2026 Fee
Academic Challenge	12	\$ 2,921	\$ 1,460	\$ 125	\$ 150	\$ 125
Art Club	31	\$ 980	\$ 490	\$ 16	\$ 11	\$ 14
Biology Club	49	\$ 1,470	\$ 735	\$ 15	\$ 32	\$ 24
Drama Club	48	\$ 1,257	\$ 628	\$ 13	\$ 17	\$ 13
Fall Play	24	\$ 5,619	\$ 2,810	\$ 115	\$ 88	\$ 109
German Club	95	\$ 1,210	\$ 605	\$ 6	\$ 5	\$ 6
Key Club	251	\$ 2,867	\$ 1,433	\$ 6	\$ 5	\$ 6
Marching Band	165	\$ 44,931	\$ 22,465	\$ 136	\$ 85	\$ 106
Math Club	14	\$ 2,204	\$ 1,102	\$ 77	\$ 87	\$ 77
MIM Show Choir	29	\$ 5,512	\$ 2,756	\$ 96	\$ 76	\$ 95
Mock Trial	21	\$ 2,028	\$ 1,014	\$ 49	\$ 39	\$ 48
Model UN	47	\$ 5,387	\$ 2,693	\$ 57	\$ 51	\$ 57
Robotics	50	\$ 17,308	\$ 8,654	\$ 172	\$ 148	\$ 172
SAFE Club	49	\$ 1,470	\$ 735	\$ 15	\$ 20	\$ 15
Spanish Club	86	\$ 980	\$ 490	\$ 6	\$ 6	\$ 6
Spring Musical	48	\$ 11,488	\$ 5,744	\$ 120	\$ 86	\$ 108
Student Council	59	\$ 2,695	\$ 1,347	\$ 23	\$ 22	\$ 23
Youth in Government	45	\$ 4,812	\$ 2,406	\$ 53	\$ 61	\$ 53

Board Agenda 6.25.25

<i>From:</i>	<i>To:</i>	<i>Amount:</i>	<i>Reason:</i>
001-0000	300-950A	\$ 4,828.99	Negative Fund Balance
001-0000	019-9300	\$ 25,000.00	CAPA
001-0000	013-9022	\$ 10,000.00	Blossom Field House
001-0000	003-9500	\$ 350,000.00	Turf Replacement
001-0000	070-9022	\$ 6,000,000.00	Campus Master Plan
001-0000	035-9001	\$ 1,610,171.01	Termination Benefits
	TOTAL	\$ 8,000,000.00	