

**Oak Hills Local School District
Board of Education Meeting Agenda**

Regular Meeting - November 2, 2020

Oak Hills High School

6:30 P.M. (Records Commission Meets Prior to Board Meeting)



OAK HILLS BOARD OF EDUCATION MISSION STATEMENT:

All students attending the Oak Hills Local School District achieve success by graduating with individual skills for career and college readiness and global competence.

I. CALL TO ORDER

II. OPENING

III. ROLL CALL BY APPROVED ROTATION

Jeannie Schoonover, Scott Bischoff, Jan Hunter, Julie Murphy, Paul Cooper

IV. COMMUNICATIONS

V. ADOPTION OF AGENDA

VI. TREASURER'S REPORT

- Five Year Financial Forecast

VII. SUPERINTENDENT'S REPORT

A. Principal's Report

Scott Toon, Delhi Middle School

VIII. COMMITTEE REPORTS

A. Facilities

Public Participation at Board Meetings

All meetings of the board and board-appointed committees are open to the public. In order for the board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of thirty minutes (maximum of five minutes per person) of public participation may be permitted at each regular meeting. The board reserves the right to limit public comments to residents of the district and to terminate abusive language, profane or disruptive speech. Staff members or others may be invited to address the board. Each person addressing the board shall give his/her name and address. If several people wish to speak, each person is allotted five minutes until the total of thirty minutes is used. Repetitive comments are discouraged. No person may speak twice until all who desire to speak have had the opportunity to do so. Agendas are available to all those who attend board meetings. The first section on the agenda for public participation shall be indicated and is reserved only for comment on items listed on the meeting agenda. The second section on the agenda for public participation shall be indicated and is open for any public comment. Noted within each agenda shall be a short paragraph outlining the board's policy on public participation at board meetings.

IX. CONSTITUENTS MAY ADDRESS THE BOARD REGARDING ITEMS ON THE AGENDA

(Limit of five minutes per constituent for a total of thirty minutes)

X. OLD BUSINESS

XI. NEW BUSINESS

A. Treasurer's Recommendations

1. Minutes

I recommend that the Board approve the Minutes of the Budget Review Meeting and Regular Board Meeting of October 5, 2020 according to ORC 3313.26 and text 6.06 as attached.

2. Appropriation Adjustments

I recommend that the Board approve the following appropriation adjustments as submitted.

a) Permanent Improvement (chiller)	\$240,000	003-9800
b) Title I - Disadvantaged Youth	\$402,463.75	572-9221
c) Title IIA - Improving Teacher Quality	\$197,187.11	590-9221
d) Title III - Limited English Proficiency	\$15,350.08	551-9221
e) Title IV - Student Support	\$5,087.28	599-9221
f) IDEA-B - Special Education	\$723,172.14	516-9221
g) ECSE - Early Childhood Spec Ed	\$22,765.23	587-9221

3. Donations

I recommend that the Board approve the Donations as submitted.

a)	From: C.O. Harrison PTA	\$5,000.00
	To: COH 018-Student	018-9580-520
b)	From: C.O. Harrison PTA	\$1,119.03
	To: COH Music Dept	300-9680-520
c)	From: Harvest Home Fair Association	\$750.00
	To: OHHS Key Club	200-9521-500
d)	From: Kramer Plumbing	\$1,000.00
	To: OHHS Oakettes	300-9505-500

4. Resolution - Requesting Authority to File Modified Tax Budget

I recommend that the Board approve the Resolution Requesting Authority from the Hamilton County Budget Commission to file a Modified Tax Budget for the 2021/22 Fiscal Year as attached.

5. I recommend that the Board of Education approve the five year financial forecast as attached.

B. Superintendent's Recommendations

1. Resolution - OHHS Exam Schedule Proposal

I recommend that the Board approve the Resolution for the Oak Hills High School MidTerm Exam Schedule Proposal for the 2020/2021 school year, as attached.

WHEREAS Oak Hills High School is committed to reaching all students and ensuring that 100% of the student population is learning and achieving at a high level. The Semester Exam Schedules not only maintain the integrity of assessing student learning, but provides teachers an opportunity to appropriately and accurately assess student performance at a high level; and WHEREAS As a result of high level assessment, Oak Hills High School students will be learning at a high level as they display their knowledge through application questions and evaluative writing; and WHEREAS Oak Hills High School recognizes that the proposed "semester exam schedule" will ultimately benefit student learning. The benefits are as follows: (1.) Semester Exams will maintain the integrity of assessing student learning, allowing for alignment to other high stakes tests including AP and ACT while assessing students' growth and progress in their current coursework. (2.) There is ample time for students to work individually with teachers for remediation and intervention. (3.) Team Time in the afternoon will allow time for staff to work collaboratively to revise and align academic curriculum maps, review common assessments and analyze data to prepare for the second semester. This time will ensure all staff participates in this essential curriculum process and paid summer work will be minimal.

BE IT RESOLVED that Oak Hills High School recommends that the Oak Hills School Board approves a Semester Exam Schedule that would adjust the schedule on January 19th, 2021 through January 22nd, 2021.

2. OHLSD District Policy Manual - Policy Revision

I recommend that the Board approve the policy revisions to the Oak Hills Local School District Policy Manual as attached.

P01530	Evaluation of Principals and other Administrators
P05610	Removal, Suspension, Expulsion, and Permanent Exclusion of Students
P05611	Due Process Rights
P06152	Student Fees, Fines and Charges
P06152.01	Waiver of School Fees for Instructional Materials

3. Personnel

I recommend that the Board approve the following Personnel actions (a-n) as submitted.

Employment is conditional upon a satisfactory criminal records check as required by law. These persons are deemed employed only on a conditional basis until the satisfactory criminal records check has been performed by the Ohio Bureau of Criminal Identification and Investigation (or the Federal Bureau of Investigation in cases where the individuals have not resided within the State of Ohio during the previous five years), and the District has received a certified copy of the satisfactory records check. For those individuals whose employment would be considered as casual, on an as-needed or volunteer basis, approval is similarly contingent upon a satisfactory criminal records check. By making this recommendation, I have confirmed with the Human Resources Department that all names listed have proper licensure (permits, etc.) to perform their duties as required by the Ohio Department of Education & the State of Ohio. By making this recommendation, I have confirmed with the Human Resources Department that all names listed have proper licensure (permits, etc.) to perform their duties as required by the Ohio

Department of Education & the State of Ohio.

a) Resignation - Certified

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Reason</u>	<u>Effective</u>
Ellen Perica	Speech Pathologist	OHHS	Retirement	05/31/21

b) Resignation - Classified

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Reason</u>	<u>Effective</u>
Scott Hamilton	Bus Driver	Trans.	Personal	10/12/20
Silvana Scott	Secretary	OHHS	Retirement	11/30/20

c) Unpaid Family Medical Leave - Certified

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Reason</u>	<u>Effective</u>
Karen Singleton	Teacher	SPR	Child Care	11/26/20- 12/4/20, 12/14/20- 01/29/21

d) Revision - Unpaid Family Medical Leave - Certified

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Reason</u>	<u>Effective</u>
Nichol Hays	School Psych.	BMS	Child Care	09/23/20- 10/12/20 10/15, 16, 19, 22, 23, 26, 29, 30, 11/2, 5, 6, 9 11/12/20- 11/18/20

e) Unpaid Family Medical Leave - Classified

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Reason</u>	<u>Effective</u>
Lisa Cox	Instructional Asst.	JFD	Medical	10/12/20- 11/27/20

f) Unpaid Leave - Classified

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Reason</u>	<u>Effective</u>
Amanda Hager	Instructional Asst.	JFD	Medical/ Child Care	10/20/20- 01/31/21

g) Appointment - Classified

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective</u>
Christa Armentrout	Instructional Asst.	II-o 5 hrs. per day/5 days per week	10/26/20

h) 2 Year Contract - Classified

<u>Name</u>
Bev Smith

i) Event Worker (2020-2021) - To be paid as submitted.

Name

Andy Firsich
Connor Taylor
Liz Henline
Rick Henline
Tony Cappel
Katie Miller
Jim Campbell

j) Virtual Academy After School Support - To be paid \$25.00 per hour.

Name

Max Gramke
Julie Brubaker
Kelly Livingston
Tomas Trillo-Almagro

k) After School Academy (3:00-6:00) - To be paid as follows on an as needed basis from Intervention Funds.

<u>Name</u>	<u>Hours per day</u>	<u>Amount</u>
Mike Cassidy - Lead Teacher	4.5	\$30.00/hr.
Lori Franklin - Lead Teacher	4.5	\$30.00/hr.
Shannon Murray	3.5	\$25.00/hr.
Jen Robben	3.5	\$25.00/hr.
Courtney McCarthy	3.5	\$25.00/hr.
Lora Buchanan	3.5	\$25.00/hr.
Beth Ludwig	3.5	\$25.00/hr.
Megan Martin	3.5	\$25.00/hr.
Janet Dotterman	3.5	\$25.00/hr.

l) Math Leadership Team - To be paid \$50.00 per half day or \$100.00 per full day for work as scheduled on dates 8/01/20-8/26/20 for developing recommendations supporting mathematical learning in a blended and remote setting.

Name

Jeff Lyman

m) Supplemental Contracts - 2020-2021 School Year

<u>Name</u>	<u>Assignment</u>	<u>School</u>
Mike Price	Head Varsity Boys Basketball Coach	OHHS
Greg Rolfes	Assistant Varsity Boys Basketball Coach	OHHS
Jonathan DeLotell	Assistant Varsity Boys Basketball Coach	OHHS
Mike Arnold	Head 9th Gr. Boys Basketball Coach	OHHS
Andy Schroeder	Head Varsity Boys/Girls Swim Coach	OHHS
Katie Jacobs	Assistant Varsity Boys/Girls Swim Coach	OHHS
Ryan Ihrig	Assistant Varsity Boys/Girls Swim Coach	OHHS
Brandon Unthank	Dive Instructor	OHHS
Ryan Quinn	Head Varsity Wrestling Coach	OHHS
Arlen Lampe	Assistant Varsity Wrestling Coach	OHHS
Roger Lampe	Assistant Varsity Wrestling Coach (.5)	OHHS

David Crawford	Assistant Varsity Wrestling Coach (.5)	OHHS
Jim Macke	Assistant Varsity Wrestling Coach	OHHS
TJ Braun	Head 9th Gr. Wrestling Coach	OHHS
Andrew Bridges	Head Boys Bowling Coach	OHHS
Chris Gramke	Head Varsity Girls Basketball Coach	OHHS
Lauren Richmond	Assistant Varsity Girls Basketball Coach	OHHS
Jared Johnson	Assistant Varsity Girls Basketball Coach (.75)	OHHS
Adam Schmidt	Assistant Varsity Girls Basketball Coach (.25)	OHHS
Sidnei Harmon	Head 9th Gr. Girls Basketball Coach	OHHS
Robin Hoernschmeyer	Head Girls Bowling Coach	OHHS
Jason Yates	Chess Team - GMC	OHHS
Rob Vaske	Academic Team - GMC (.5)	OHHS
Chris Gibfried	Academic Team - GMC (.5)	OHHS
Kevin Sweatman	High School Band Director	OHHS
Jim Green	Assistant High School Band Director	OHHS
Amanda Biser	Senior Class Advisor (.5)	OHHS
Amanda Tuchfarber	Senior Class Advisor (.5)	OHHS
Kim Brassfield	Junior Class Advisor (.5)	OHHS
Ryan Ihrig	Junior Class Advisor (.5)	OHHS
Elizabeth Firsich	Sophomore Class Advisor (.5)	OHHS
Kristen Nemeth	Sophomore Class Advisor (.5)	OHHS
Jen Harris	Freshman Class Advisor (.5)	OHHS
Alyssa Payne	Freshman Class Advisor (.5)	OHHS
Kat Steel	High School Debate & Speech (.5)	OHHS
Jen Cook	High School Debate & Speech (.5)	OHHS
Ashleigh Budge	High School Mock Trial (.6)	OHHS
Katelyn Wauligman	High School Mock Trial (.4)	OHHS
Courtney McCarthy	High School Newspaper	OHHS
Kyle Funk	National Honor Society (.5)	OHHS
Alison Papathanas	National Honor Society (.5)	OHHS
Linus Ryland	High School Stage Manager	OHHS
Alan Cocklin	High School Student Council (.5)	OHHS
Dennis Martin	High School Student Council (.5)	OHHS
Heather McGowan	High School Drill Team (Oakettes)	OHHS
Maggie Calhoun	High School Drill Team Choreographer	OHHS
Katie Carter	Junior Drill Team (.5)	OHHS
Kaitlyn Johnson	Junior Drill Team (.5)	OHHS
Jill Ryland	High School Majorette Advisor (.7)	OHHS
Amy Bowman	High School Majorette Advisor (.3)	OHHS
Claire Shockey	Color Guard Director	OHHS
Daniel Hodges	Percussion Director	OHHS
Alexander Moore	High School Orchestra	OHHS
Amy Thompson	High School Vocal Director/Select Perf.	OHHS
Amanda Biser	Mat Scots	OHHS
Kate Hodges	High School Yearbook Advisor	OHHS
Erin Ward	High School Yearbook Business Mgr.	OHHS
Jamie Schorsch	Art/Industrial Arts Bldg. Subject Coord.	OHHS
Kristen Listerman	Business Bldg. Subject Coord.	OHHS

Kerri Muench	Special Education Bldg. Subject Coord.	OHHS
Meghan Sullivan	Foreign Language Bldg. Subject Coord.	OHHS
Joelle Liedhegner	Language Arts Bldg. Subject Coord. (.5)	OHHS
Debra Jenemann	Language Arts Bldg. Subject Coord. (.5)	OHHS
Andy Schroeder	Math Bldg. Subject Coord.	OHHS
Amy Thompson	Music Bldg. Subject Coord.	OHHS
Tim Swanger	PE/Health Bldg. Subject Coord. (.5)	OHHS
Jason Lewis	PE/Health Bldg. Subject Coord. (.5)	OHHS
Beth Ludwig	Science Bldg. Subject Coord.	OHHS
Bob Klotz	Social Studies Bldg. Subject Coord.	OHHS
Kyle Brunsman	Highlander Select Bldg. Subject Coord. (.5)	OHHS
Jim Macke	Highlander Select Bldg. Subject Coord. (.5)	OHHS
Rogar Schneider	German Club/Honor Society (.5)	OHHS
Rob Vaske	German Club/Honor Society (.5)	OHHS
Lora Buchanan	Science Club	OHHS
Meghan Sullivan	French Club/Honor Society	OHHS
Jamie Woy	Spanish Club/Honor Society	OHHS
Steve Groh	Art Club	OHHS
Bob Klotz	History Club (.5)	OHHS
Mike Taylor	History Club (.5)	OHHS
Chris Hoferer	Partner's Club	OHHS
Cynthia Spires	Math Club	OHHS
Susan Dochterman	Am. Sign Language Club/Honor Society	OHHS
Jamie Schorsch	National Art Honor Society	OHHS
Kat Steel	GSA Club	OHHS
Jen Harris	Girls Club	OHHS
William Frank	Bagpipe Club	OHHS
Tim Bradrick	Career Skills Club	OHHS
Jim Green	DJ Club (.5)	OHHS
Alexander Moore	DJ Club (.5)	OHHS
Joelle Liedhegner	The Will of Writing Club	OHHS
Alison Cucchetti	Book Club	OHHS
Scott Kinkley	SUIDA Club	OHHS
Tim Bradrick	eSports Club	OHHS
Amy Bowman	Oak Hills Twirlers Club	OHHS
Amy Thompson	Musical Productions	OHHS
Mark Lockwood	Head 8th Gr. Boys Basketball Coach	BMS
Joe Toney	Head 7th Gr. Boys Basketball Coach	BMS
Chad Coomes	Head Middle School Wrestling Coach	Middle School
Emma Dougoud	Head 8th Gr. Girls Basketball Coach	BMS
Jim Campbell	Head 7th Gr. Girls Basketball Coach	BMS
Melissa Swagler	Middle School Cheerleading Coach-Winter	BMS
Emily Huhtala	Middle School Band Director	BMS
Erin Phillips	National Jr. Honor Society (.5)	BMS
Shelby Fultz	National Jr. Honor Society (.5)	BMS
Melissa McKnight	Middle School Student Council (.5)	BMS
Jeanna Linenkugel	Middle School Student Council (.5)	BMS
Emily Huhtala	Middle School Orchestra	BMS

Chelsey Sweatman	Middle School Vocal Director	BMS
Chelsey Sweatman	Middle School Select Performance	BMS
Lizzie Bareswilt	Middle School Yearbook Advisor	BMS
Lydia Parker	Middle School Yearbook Business Mgr.	BMS
Emily Metz	6th Gr. Core Leader (.5)	BMS
Nichole Miller	6th Gr. Core Leader (.5)	BMS
Samantha Helms	7th Gr. Core Leader (.5)	BMS
Melissa McKnight	7th Gr. Core Leader (.5)	BMS
Brooks Klosterman	8th Gr. Core Leader (.5)	BMS
Greg Grote	8th Gr. Core Leader (.5)	BMS
Jeanna Linenkugel	Encore Leader (.5)	BMS
Jennifer Smith	Encore Leader (.5)	BMS
Jadyn Klosterman	Special Education Leader	BMS
Eva Schott	German Club	BMS
Amy Kramer	"Star Cats" Club	BMS
Jeanna Linenkugel	Art Club	BMS
Ann Heyl	Newberry Book Club	BMS
Eric Rothwell	Model U.N. Club	BMS
Joe Toney	Washington DC Club	BMS
Emily Metz	Career Ed. Club	BMS
Emily Metz	Musical Productions	BMS
Max Gramke	Head 8th Gr. Boys Basketball Coach	DMS
Emmett Bold	Head 7th Gr. Boys Basketball Coach	DMS
Joe Kremer	Head Middle School Wrestling Coach	Middle School
Joe Kremer	Assistant Middle School Wrestling Coach	Middle School
Tony Fuller	Head 8th Gr. Girls Basketball Coach	DMS
Brittany Braun	Head 7th Gr. Girls Basketball Coach	DMS
Alison Moyer	Middle School Cheerleading Coach-Winter	DMS
Alan Greeb	Middle School Band Director	DMS
Kala Koons	National Jr. Honor Society	DMS
Brandy Smith	Middle School Student Council (.34)	DMS
Kenny Boatright	Middle School Student Council (.66)	DMS
Alan Greeb	Middle School Orchestra	DMS
Chelsea Lamping	Middle School Vocal Director	DMS
Chelsea Lamping	Middle School Select Performance (.5)	DMS
Rose Zix	Middle School Select Performance (.5)	DMS
Sandy Molloy	Middle School Yearbook Advisor	DMS
Sandy Molloy	Middle School Yearbook Business Mgr.	DMS
Michelle Austing	6th Gr. Core Leader (.5)	DMS
Steve Busker	6th Gr. Core Leader (.5)	DMS
Tessa Keyes	7th Gr. Core Leader (.5)	DMS
Brandy Smith	7th Gr. Core Leader (.5)	DMS
Kristen Wilson	8th Gr. Core Leader (.5)	DMS
Chad Cornelius	8th Gr. Core Leader (.5)	DMS
Jeannie Hilvert	Encore Leader	DMS
Rose Zix	Special Education Leader	DMS
Rebecca Cornett	German Club	DMS
Mary Sala	Art Club	DMS

Mia Simone	Book Club	DMS
Mia Simone	Power of the Pen Club	DMS
Joe Kremer	Sports Alive Club (.5)	DMS
Jeannie Hilvert	Sports Alive Club (.5)	DMS
Maria Fraulini	Spanish Club	DMS
Brandy Smith	Career Ed. Club	DMS
Chelsea Lamping	Musical Productions	DMS
Dan Roberts	Head 8th Gr. Boys Basketball Coach	RRMS
Joe Vogelgesang	Head 7th Gr. Boys Basketball Coach	RRMS
Paul Feichtner	Hd Middle School Boys/Girls Swim Coach	Middle School
Ryan Carlton	Hd Middle School Boys/Girls Swim Coach	Middle School
Shane Sowders	Head 8th Gr. Girls Basketball Coach	RRMS
Marie Argo	Head 7th Gr. Girls Basketball Coach	RRMS
Molly Farrell	Middle School Cheerleading Coach-Winter	RRMS
Matt Warner	Middle School Band Director	RRMS
Marie Argo	National Jr. Honor Society (.5)	RRMS
Kacie Fisher	National Jr. Honor Society (.5)	RRMS
Linus Ryland	Middle School Stage Manager	RRMS
Megan Hoffman	Middle School Student Council (.5)	RRMS
Amy Lawson	Middle School Student Council (.5)	RRMS
Matt Warner	Middle School Orchestra	RRMS
Dave Anderson	Middle School Vocal Director	RRMS
Dave Anderson	Middle School Select Performance	RRMS
Renee Stickley	Middle School Yearbook Advisor	RRMS
Liz Nelson	Middle School Yearbook Business Mgr.	RRMS
Liz Nelson	6th Gr. Core Leader (.5)	RRMS
Debi Reigers	6th Gr. Core Leader (.5)	RRMS
Shane Sowders	7th Gr. Core Leader (.5)	RRMS
Christine Miller	7th Gr. Core Leader (.5)	RRMS
Kathy Appiarius	8th Gr. Core Leader (.5)	RRMS
Marie Argo	8th Gr. Core Leader (.5)	RRMS
Julia Kitz	Encore Leader	RRMS
Amy Lawson	Special Education Leader (.5)	RRMS
Carrie Sexton	Special Education Leader (.5)	RRMS
Julia Kitz	Foreign Language Club (.5)	RRMS
Jill Templeton	Foreign Language Club (.5)	RRMS
Jennie Magro	Builder's Club	RRMS
Carrie Sexton	Anti-Bullying Club	RRMS
Stacey Battoclette	Art Club	RRMS
Renee Stickley	Technology Club (.5)	RRMS
Tricia Fox	Technology Club (.5)	RRMS
Carl Anderson	Let's Run Club	RRMS
Dave Anderson	Musical Productions (.5)	RRMS
Matt Warner	Musical Productions (.5)	RRMS
Denise Bibent	Elementary Intramurals	COH
Tami Moore	Assistant Elementary Intramurals	COH
Janell Roeper	Elementary Band	COH
Janell Roeper	Elementary Orchestra (.5)	COH

Keith Minnery	Elementary Orchestra (.5)	COH
Tami Moore	Safety Patrol	COH
Denise Bibent	Running Club	COH
Keith Minnery	Choir Club	COH
Maria Shorten	eKIDS Club	COH
Christine Theobald	Coding Club	COH
Emily Amlin	Drama Club	COH
Penny Ferguson	Flying Pig Club	COH
Janell Roeper	Musical Productions (.5)	COH
Keith Minnery	Musical Productions (.5)	COH
Mark Altherr	Elementary Intramurals	DEL
Julie Marratta	Elementary Band	DEL
Julie Marratta	Elementary Orchestra	DEL
Bryan Berwanger	Musical Productions	DEL
Sara Cohill	Elementary Intramurals	JFD
Alison Rack	Elementary Band	JFD
Amanda Mejia	Elementary Orchestra	JFD
Chelsea Bouley	Safety Patrol (.5)	JFD
Emily Kayse	Safety Patrol (.5)	JFD
Emily Kayse	Dulles Leadership Academy Club	JFD
Leeann Garrett	Book Club	JFD
Kierstin Smith	Art Club	JFD
Alison Rack	Choir Club	JFD
Sue Glassmeyer	STEM Club	JFD
Jenna Kirchgessner	eKIDS Club	JFD
Amanda Mejia	Music Club	JFD
Sue Glassmeyer	Green Team	JFD
Alison Rack	Musical Productions	JFD
Christina Simonson	Elementary Intramurals (.5)	OAK
Rebecca Ewing	Elementary Intramurals (.5)	OAK
Theresa McKnight	Elementary Band	OAK
Amanda Mejia	Elementary Orchestra	OAK
Rebecca Risch	Art Club	OAK
Bev Kenny	Chess Club	OAK
Kristin Perica	5th Gr. Ambassadors	OAK
Theresa McKnight	Choir Club	OAK
Amanda Mejia	Musical Club	OAK
Amanda Mejia	Orff Club (.5)	OAK
Theresa McKnight	Orff Club (.5)	OAK
Theresa McKnight	Musical Productions	OAK
Shellie Hageman	Elementary Intramurals	SPR
Julie Marratta	Elementary Band	SPR
Julie Marratta	Elementary Orchestra	SPR
Cyndi Anderson	Safety Patrol	SPR
Mark Oldfield	WSSN Club	SPR
Janette Wuestefeld	S.M.A.S.H. Leadership Club	SPR
Melissa Kautz	Art Club	SPR
Mark Oldfield	Chess Club	SPR

Tiffany Berting	Encore Club	SPR
Sophia Herrmann	Nature Club	SPR
Jennifer Murphy	Comix Club	SPR
Tiffany Berting	Musical Productions	SPR

- n) **Substitute Custodian** - To be hired on an as needed basis and paid per substitute custodian hourly rate.

Name

Paul Wolf

- XII. CONSTITUENTS MAY ADDRESS THE BOARD** (Limit of five minutes per constituent for a total of thirty minutes)

- XIII. BOARD DISCUSSION**

- XIV. EXECUTIVE SESSION** - for the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employees or regulated individuals, or the investigation of charges or complaints against a public employee or regulated individuals unless such person requests a public hearing

- XV. ADJOURNED**

**MINUTES OF THE REGULAR BOARD MEETING OF THE
OAK HILLS LOCAL SCHOOL DISTRICT BOARD OF EDUCATION
OCTOBER 5, 2020 – OAK HILLS HIGH SCHOOL
6:30 P.M. (RECORDS COMMISSION MEETS PRIOR TO BOARD MEETING)
WWW.OAKHILLS.K12.OH.US**

OAK HILLS BOARD OF EDUCATION MISSION STATEMENT:

All students attending the Oak Hills Local School District achieve success by graduating with individual skills for career and college readiness and global competence.

I.

CALL TO ORDER

The meeting was called to order at 6:30 p.m.

II.

OPENING EXERCISE

III.

ROLL CALL BY APPROVED ROTATION

The roll was called and the following members were present: Jan Hunter, Julie Murphy, Paul Cooper, Jeannie Schoonover, Scott Bischoff

Also present: Jeff Brandt, Steve Bain

IV.

COMMUNICATIONS

- Mr. Brandt communicated that Hamilton County has moved from an orange colored county to a red colored county per the State COVID alert system. A summary of 10 indicators were shared and instruction models (blended, in person) will be communicated Thursday, October 8.
- Mr. Bain thanked Joe Toney (BMS) and Shane Sowders (RRMS) for their efforts in leading the Washington DC trip. Unfortunately, the rescheduled trip planned for November has been cancelled, and future communication will be forthcoming.

V.

142-20

ADOPTION OF AGENDA

Mrs. Murphy moved, seconded by Mrs. Hunter, to approve the Agenda for the Regular Board Meeting of October 5, 2020, as submitted.

AYES - Murphy, Cooper, Schoonover, Bischoff, Hunter

NAY - None

Motion approved.

VI.

TREASURER'S REPORT

Mr. Bain communicated:

- The September financial report.
- The financial position of the athletic fund, which had a negative cash balance of \$13k (as a result of limited ticket sales). Future discussion will be had at an upcoming Board meeting.

VII. **SUPERINTENDENT'S REPORT**

Principal's Report

- Dan Boles (Assistant Principal) explained the National Merit program. Senior Olivia Burnett was a National Merit, and shared her experiences during her career at Oak Hills.

VIII. **COMMITTEE REPORTS**

Facilities Report

- Jason Nash (Operations) communicated that Green Township will provide LED street lights by all of our schools. Thank you Green Township.

Public Participation at Board Meetings

All meetings of the board and board-appointed committees are open to the public. In order for the board to fulfill its obligation to complete the planned agenda in an effective and efficient fashion, a maximum of thirty minutes (maximum of five minutes per person) of public participation may be permitted at each regular meeting. The board reserves the right to limit public comments to residents of the district and to terminate abusive language, profane or disruptive speech. Staff members or others may be invited to address the board. Each person addressing the board shall give his/her name and address. If several people wish to speak, each person is allotted five minutes until the total of thirty minutes is used. Repetitive comments are discouraged. No person may speak twice until all who desire to speak have had the opportunity to do so. Agendas are available to all those who attend board meetings. The first section on the agenda for public participation shall be indicated and is reserved only for comment on items listed on the meeting agenda. The second section on the agenda for public participation shall be indicated and is open for any public comment. Noted within each agenda shall be a short paragraph outlining the board's policy on public participation at board meetings.

IX. **CONSTITUENTS MAY ADDRESS THE BOARD**

None

X. **OLD BUSINESS**

None

XI. 143-20 **MINUTES**

Mrs. Hunter moved, seconded by Mrs. Murphy, to approve the Minutes of the Regular Board Meeting of September 14, 2020, according to ORC 3313.26 and Text 6.06 as submitted.

AYES - Cooper, Schoonover, Bischoff, Hunter, Murphy

NAY - None

Motion approved.

XII. 144-20 **MONTHLY FINANCIAL STATEMENT**

Mr. Bischoff moved, seconded by Mrs. Murphy, to approve the Monthly Financial Statement for September 2020 according to ORC 3313.26 and Text 6.06, as submitted.

AYES - Schoonover, Bischoff, Hunter, Murphy, Cooper

NAY - None

Motion approved

XIII. 145-20 **DONATIONS**

Mrs. Murphy moved, seconded by Mrs. Hunter, to approve the following Donations as submitted.

- a) From: Greater Cincinnati Foundation \$1,898.00
To: COH Music Dept 300-1820-9680-520
- b) From: Kiwanis Club Riverview \$1,000.00
To: Delshire 018-Student \$800.00) 018-1820-9578-570
To: Delshire 018-Staff (\$200.00) 018-1820-9657-570

AYES - Bischoff, Hunter, Murphy, Cooper, Schoonover

NAY - None

Motion approved

XIV. 146-20

APPROPRIATION ADJUSTMENT

Mrs. Murphy moved, seconded by Mrs. Hunter, to approve the following appropriation adjustments as submitted.

- a. Title IV-A -Student Support \$3,694.06 599-9220
- b. Title IIA - Improving Teacher Quality \$-2,588.15 590-9220
- c. OHLSD PSS- District Office \$2,500 018-9300
- d. OHHS Band \$4,200 300-9506-500

AYES - Hunter, Murphy, Cooper, Schoonover, Bischoff

NAY - None

Motion approved

XV. 147-20

RESOLUTION FOR OAK HILLS HIGH SCHOOL 2020 GRADUATES

Mrs. Schoonover moved, seconded by Mrs. Murphy, to approve the Resolution for Oak Hills High School's Class of 2020 Graduates as submitted.

WHEREAS the Principal of Oak Hills High School has certified that the members of the graduating class, submitted as an attachment have completed all requirements as set forth for high school graduation by the State of Ohio and by the Oak Hills Board of Education.

NOW, THEREFORE, BE IT RESOLVED that students who have met all requirements for graduation as set forth by the State of Ohio and by the Oak Hills Board of Education shall be so graduated.

BE IT FURTHER RESOLVED that under the provisions of ORC 3313.61, the Board President, Treasurer, Superintendent and High School Principal have affixed their signatures to the diplomas; and

BE IT FINALLY RESOLVED the cost of the diplomas shall be paid from the General Fund.

AYES - Murphy, Cooper, Schoonover, Bischoff, Hunter

NAY - None

Motion approved

XVI. 148-20

ELEMENTARY CONFERENCE SCHEDULE

Mrs. Murphy moved, seconded by Mr. Bischoff, to approve the Elementary Conference Schedule for the 2020-21 school year as submitted.

- A. 10/21/20: 4:00-7:30 virtual
- B. 11/4/20: 4:00-7:30 virtual
- C. 11/12/20: 4:00-7:30 virtual
- D. 1/19/21: 4:00-7:30 virtual

AYES - Cooper, Schoonover, Bischoff, Hunter, Murphy

NAY - None

Motion approved

XVII. 149-20

MIDDLE SCHOOL CONFERENCE SCHEDULE

Mrs. Murphy moved, seconded by Mrs. Hunter, to approve the Middle School Conference Schedule for the 2020-21 school year as submitted.

A. 11/12/20: 3:30-7:00 virtual

B. 11/16/20: 3:30-7:00 virtual

C. 2/18/21: 3:30-7:00

D. 2/22/21: 3:30-7:00

E. 3/11/21: 3:30-7:00

F. 3/15/21: 3:30-7:00

AYES - Schoonover, Bischoff, Hunter, Murphy, Cooper

NAY - None

Motion approved

XVIII. 150-20

OHLSD DISTRICT POLICY MANUAL – POLICY REVISION

Mrs. Hunter moved, seconded by Mrs. Murphy, to approve the policy revisions to the Oak Hills Local School District Policy Manual as submitted.

P05200 Attendance

AYES - Bischoff, Hunter, Murphy, Cooper, Schoonover

NAY - None

Motion Approved

XIX. 151-20

PERSONNEL

Mrs. Murphy moved, seconded by Mrs. Hunter, to approve the following Personnel actions (a. - q.) as submitted.

Employment is conditional upon a satisfactory criminal records check as required by law. These persons are deemed employed only on a conditional basis until the satisfactory criminal records check has been performed by the Ohio Bureau of Criminal Identification and Investigation (or the Federal Bureau of Investigation in cases where the individuals have not resided within the State of Ohio during the previous five years), and the District has received a certified copy of the satisfactory records check. For those individuals whose employment would be considered as casual, on an as-needed or volunteer basis, approval is similarly contingent upon a satisfactory criminal records check. By making this recommendation, I have confirmed with the Human Resources Department that all names listed have proper licensure (permits, etc.) to perform their duties as required by the Ohio Department of Education & the State of Ohio. By making this recommendation, I have confirmed with the Human Resources Department that all names listed have proper licensure (permits, etc.) to perform their duties as required by the Ohio Department of Education & the State of Ohio.

a. Resignation - Certified

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Reason</u>	<u>Effective</u>
Vickie Doerger	Teacher	DEL	Retirement	05/31/21

b. Resignation - Classified

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Reason</u>	<u>Effective</u>
Carolyn Frank	Bus Aide	Trans.	Retirement	09/01/20
Sandra Bennett	Food Service	OHHS	Retirement	09/01/20
Sarah Watson	Instructional Asst.	JFD	Personal	09/14/20
Donna Bella	Secretary	D.O.	Retirement	03/31/21

Julie Cliffe	Instructional Asst.	OAK	Personal	09/25/20
Jackie Frank	Instructional Asst.	COH	Retirement	01/01/21
Nicole Mazza	Instructional Asst.	OAK	Personal	10/02/20

c. **Unpaid Family Medical Leave - Certified**

Name	Assignment	School	Reason	Effective
Christine Theobald	Teacher	OHLSD	Child Care	11/04/20-12/15/20

d. **Unpaid Leave - Certified**

Name	Assignment	School	Reason	Effective
Christine Theobald	Teacher	OHLSD	Child Care	12/16/20-12/22/20

e. **Appointment - Classified**

Name	Assignment	Salary	Effective
Karen Link	Instructional Asst.	II-1	09/28/20 7.25 hrs. per day/5 days per week
Jennifer Hake	Instructional Asst.	II-1	09/24/20 7 hrs. per day/5 days per week
Savanah Berning	Custodian	IX-A	09/17/20 7 hrs. per day/5 days per week
Alan Wittich	Head Custodian	I-C	10/05/20 8 hrs. per day/5 days per week
Andrea Deutschle	Instructional Asst.	II-0	10/05/20 5.75 hrs. per day/5 days per week

f. **Rapid Run Middle School Thursday School Monitors** - To be hired as needed and paid \$18.64 per hour for their participation in the program for the 2020-2021 school year.

Name
Katie Cohill
Carrie Sexton
Kathy Appiaris
Robyn Stuhan

g. **Virtual Academy After School Support** - To be paid \$25.00 per hour.

Name
Alan Cocklin
Tom Corman
Jen Robben
Brittany Pavely
Ryan Quinn
Ryan Ihrig
Rob Vaske
Ann Ryan
Beth Ludwig
Chrystal Wells
Holly Wentz
Mike Seiler
John Mirizzi
Greg Rolfes
Paul Limpert
Stephanie Dann
Alex Moore
Jim Wandsnider
Tim Swanger
Cynthia Spires
Rebecca Cornett

Rita Brown
Sabrina Stanforth
Laura Thompson
Brandy Smith
Chris Gibfried
Jami Woy
David Garcia-Carro
Kim Riesenbeck
John Valerius

- h. **Editing of Staff Guidance Document** - To be paid \$100.00 each for work done on August 19, 2020.

Name

Beth Ludwig
Melissa Claus
Jen Murphy (SPR)

- i. **Math Leadership Team Committee Work** - To be paid \$1200.00 each for work done in the 2020-2021 school year.

Name

Mary Berger
Jessica Rahm
Vanessa Salgado
Leigh Cullum
Amara Krimmer
Sophia Herrmann
Grace Davis
Rita Brown
Sue Duwell-Glassmeyer
Lauren Tharp
Melissa Claus
Jadyn Klosterman
Nichole Miller
David Dransman
Chad Cornelius
Marie Argo
Renee Stickle
Sam Ostendorf
Andy Schroeder
Nicole Deiser
Jennifer Murphy (OHHS)
Mike Seiler
Stephanie Dann

- j. **Preschool Blended Learning** - To be paid \$50.00 per half day or \$100.00 per full day for work on curricular components and blended learning student groups on 7/29 & 30, 2020.

Name

Katie McClure
Sara Loving
Steve Coyne
Sara Zimmerman
Katie Bourgeois
Amy Morreale
Mary Berger
Jen Schehr

- k. **Development of STAR 360 Training Videos** - To be paid \$50.00 per half day or \$100.00 per full day for work as scheduled on dates 8/1/20-8/26/20.

Name

Julia Lawhead
Lauren Flynn
Kellie Sheets
Amy Asper

- l. **Event Workers (2020-2021)** - To be paid as submitted.

Name

Victoria Kremer
Shaun O'Connell

- m. **Spanish Immersion Virtual Academy Support** - To be paid \$50.00 per half day or \$100.00 per full day for work as scheduled on dates 8/3/20-8/14/20.

Name

Vanessa Salgado

- n. **Virtual Academy Curriculum Alignment Work** - To be paid \$100.00 per day for up to 10 days from August 10 - October 31, 2020.

Name

Amanda Thomas
Allison Papathanas
Amanda Tuchfarber
Alyssa Payne
Brooks Klosterman
Cathy Maddox
Maggie Kays
Debbie Stein
Jennifer Drake
Laura Adair
Brianna Duwel
Tricia Doyle
Lauren Thomas
Chad Cornelius
Kenny Boatright
Ashleigh Budge
Amanda Biser
Jill Templeton
Lora Buchanan
Renee Stickley
Beth Ludwig
Melissa Vassallo
Meghan Sullivan
Brittany Pavely
Brady Faust
Stephanie Stewart
Jen Murphy (OHHS)
Heather Packer
Cindy Nader
Melissa Claus
Kelly Shattuck
Cynthia Spires
Jamie Woy
Rob Vaske
Jessica Rahm

Nicole Campbell
Jennifer Brown
Sandy Fernbacher
Kate Ramsdell

o. **PSAT Proctors**

Name

Jen Harris
Jon DeLotell
Jamie Schorsch
Lora Buchanan
Katherine Barkley
Joelle Liedhegner
Cheryl Vandewalle
Hannah Sohn
Alex Moore
Jim Wandsnider
Robert Schmidt
Lori Franklin
Corey Saunders
Hannah Burns
Roger Hutson
Lisa Hutson
Lindsay Vanlandingham
Michelle Pohlman
Katie Jacobs
Nancy Guess
Chris Shaffer

p. **Substitute Crossing Guard** - To be hired on an as needed basis and paid per substitute crossing guard hourly rate.

Name

Marianne Griffith

q. **Substitute Food Service** - To be hired on an as needed basis and paid per substitute food service hourly rate.

Name

Makenna Frankenstein

AYES - Hunter, Murphy, Cooper, Schoonover, Bischoff

NAY - None

Motion Approved

XX.

CONSTITUENTS MAY ADDRESS THE BOARD

None

XXI.

BOARD DISCUSSION

Mr. Bain & Mr. Brandt informed the Board that there were no time sensitive items for the next Board scheduled Board Development meeting of October 19. The Board cancelled the meeting and the next meeting will be November 2nd.

XXII. 152-20

EXECUTIVE SESSION

Mrs. Hunter moved, seconded by Mrs. Murphy, to move into Executive Session at 7:10 p.m. for the appointment, employment, dismissal, discipline, promotion, demotion or compensation of public employees or regulated individuals, or the investigation of charges or complaints against a public employee or regulated individuals unless such person requests a public hearing and for conferences with an attorney concerning disputes involving pending or imminent court action.

AYES - Murphy, Cooper, Schoonover, Bischoff, Hunter

NAYS - None

Motion approved.

The Board returned from Executive Session at 8:25 p.m. and the President announced they had met for the appointment, employment, dismissal, discipline, promotion, demotion or compensation of public employees or regulated individuals, or the investigation of charges or complaints against a public employee or regulated individuals unless such person requests a public hearing and for conferences with an attorney concerning disputes involving pending or imminent court action.

XXIII. 153-20

ADJOURN

Mrs. Schoonover moved, seconded by Mr. Bischoff, to adjourn the meeting at 8:30 p.m.

AYES - Cooper, Schoonover, Bischoff, Hunter, Murphy

NAYS - None

Motion approved.

President

ATTEST:

Treasurer

SB/sls

**OAK HILLS LOCAL SCHOOL DISTRICT
BOARD OF EDUCATION**

**RESOLUTION REQUESTING AUTHORITY
FROM THE HAMILTON COUNTY BUDGET COMMISSION
TO FILE A MODIFIED TAX BUDGET FOR THE 2021/2022 FISCAL YEAR**

WHEREAS, Section 5705.28 of the Ohio Revised Code requires a board of education to adopt an annual tax budget on or before January 15th for the next succeeding fiscal year; and

WHEREAS, Section 5705.281 of the Ohio Revised Code authorizes the county budget commission to waive the requirement that a school district adopt a tax budget as provided under Section 5705.28 of the Ohio Revised Code, and instead authorize the board of education to provide such information to the county budget commission as may be required by the commission to perform its duties under Chapter 5705 of the Ohio Revised Code; and

WHEREAS, the Hamilton County Auditor has informed the Board of Education of the Oak Hills Local School District (the "Board of Education") that it is required to pass a Resolution authorizing the Treasurer of the Board of Education to make a request to waive the requirement of the adoption of a tax budget, and instead request to file a modified tax budget in accordance with Section 5705.281 of the Ohio Revised Code; and

WHEREAS, the Board of Education has utilized a modified tax budget in prior years and believes that its continued use is advantageous since it provides additional information on the long-term financial plan of the District and utilizes a format that has become familiar to the Board of Education and its community.

NOW, THEREFORE, BE IT RESOLVED by the Oak Hills Local School District Board of Education as follows:

SECTION I

The Treasurer of the Board of Education is hereby authorized and directed to request the ability to file a modified tax budget for the 2021/2022 fiscal year. The Treasurer shall make said request by sending a letter addressed to the Hamilton County Budget Commission and including a copy of this Resolution with his letter.

SECTION II

The Treasurer of the Board of Education is hereby authorized and directed to do all things necessary to ensure the Board of Education may utilize the modified tax budget for the 2019/2020 fiscal year.

SECTION III

It is found and determined that all formal actions of this Board concerning or related to the adoption of this Resolution were adopted in an open meeting of this Board, and all deliberations of this Board and any of its committees that resulted in such formal actions were adopted in meetings open to the public, in compliance with all applicable requirements of the Ohio Revised Code.

_____ moved and _____ seconded the motion that the above Resolution be adopted.

Upon roll call and the adoption of the Resolution, the vote was as follows:

Yeas:

Nays: None

ADOPTED this 2nd day of November, 2020.

**OAK HILLS LOCAL SCHOOL
DISTRICT BOARD OF EDUCATION**

Board President

Treasurer

CERTIFICATE

The undersigned hereby certifies that the foregoing is a true and correct copy of a Resolution adopted at a meeting held on the 2nd day of November, 2020, together with a true and correct extract from the minutes of said meeting to the extent pertinent to consideration and adoption of said Resolution.

Treasurer

Oak Hills Local School District

General Fund Forecast

As of October 30, 2020



Forecast assumptions should be read prior to viewing forecast.

**** Coronavirus pandemic has significantly changed assumptions since the October 2019 forecast ****

Oak Hills Local School District
Five Year Forecast – Assumptions *as of October 30, 2020*
Fiscal Year 2021

INTRODUCTION

Per the Ohio Revised Code, public school districts in the state of Ohio are required to submit a Five-Year Financial Forecast semi-annually (by November 30th and May 31st). The October forecast is approved by the Oak Hills Board of Education at the school board meeting in October (the May forecast is approved at the school board meeting in May). School districts operate on a fiscal year (from July 1st – June 30th). There are several components of the forecast which include revenues, expenditures, excess/deficit line items, estimated encumbrances, and the projected ending cash balance. The forecast provides three years of historical/actual data and includes five years of projected estimates.

Understanding the Forecast:

A forecast is a tool used by the Board of Education to illustrate the projected financial position of the school district in upcoming years. Due to the significant unknowns in economic conditions and future assumptions, the forecast is constantly changing, fluid in nature. Overall, the forecast needs to be reviewed based on future trends and percentages, rather than specific amounts. The Treasurer, Superintendent, and administrative team collaborate prior to submitting the forecast. Many projections are based on the information provided by outside entities; such as the County Auditor, Auditor of State, Green / Delhi Township Administration, Ohio Department of Education, and partnership companies.

Revenue unknowns and variables, include, but are not limited to; enrollment, property valuation, new construction (both residential & commercial), tangible personal property tax laws, potential stimulus funds, and interest rates. State funding is based on a biennium budget, which will change every two years (meaning state revenue cannot confidently be projected beyond the biennium budget).

Expenditure unknowns include, but are not limited to; staffing levels, healthcare fluctuations, utility costs, scholarship deductions, homeless students, and community school enrollment. Revisions to retirement eligibility requirements in the State Teachers Retirement System (STRS) and School Employees Retirement System (SERS) may significantly impact the number of retirements, which in turn significantly impacts the forecast.

The forecast submitted assumes a consistent level of federal grant funding (IDEA, preschool, Title I, Title II-A) and state grant funding for future years.

The long-term impact of the coronavirus was unknown at the time of the submission of this forecast.

Oak Hills Local School District
Five Year Forecast – Assumptions as of October 30, 2020
Fiscal Year 2021

REVENUES:

General Property Tax (Real Estate) & Tangible Personal Property Tax

The Oak Hills Local School District receives approximately 40% of revenue from local general property taxes. The District's tax valuation is mostly comprised of residential property which represents 87% of the District's total valuation (the remaining 12% of property tax valuation is represented by commercial/industrial property & personal utility).

Due to sluggish property valuations, low interest rates, minimal state funding growth, increased medical insurance premiums, and increases to utilities costs in the prior years, the District asked the community to support a 4.82 mill emergency general fund operating levy in May 2013. The intent of this levy was not to add personnel, rather to maintain current programs and staffing levels. Despite being the 1st levy in 16 years, the community did not support the 4.82 mill levy in May 2013, and as a result the levy failed.

The District placed a 4.82 mill emergency general fund operating levy (*5 year term*) in November 2013. The community supported the 4.82 mill levy in November 2013, and as a result the levy passed. This 4.82 mill levy was the first tax increase since the millage transfer in 2007 which established a permanent improvement fund to set aside funds for facility, transportation, curriculum, technology and maintenance needs. Collection for the November 2013 4.82 mill levy began in January 2014. The increases in the general property tax line item on the forecast from Fiscal Year 2013 to Fiscal Year 2015 are a direct reflection of the passage of the 4.82 mill levy in November 2013.

In May 2017, the District requested a 4.82 mill substitute levy from the community. The results of this vote indicated that 48 of 50 precincts supported the substitute levy & the levy passed by a wide margin. Assuming the property valuation of the taxpayer remains stable; *the substitute levy did not increase taxes to constituents or generate additional revenue for the District*. The substitute levy will be a continuous levy providing a seamless collection from the 2013 levy.

The District received a higher level of property taxes in 2018 than projected. The additional revenue was as a result of taxpayers paying taxes in advance due to the federal tax reform. Information was recently provided by the County Auditor on this prepayment meaning future years of general property collection had to be reduced in order to account for this inconsistent collection.

Minimal growth (0%-1.4%) is projected in future years of the forecast from 2022-2025. Historical valuations cannot be used as a reference due to the housing crisis and sluggish economy in the last 7-8 years. District property valuations decreased 3.5% in 2014 and there was no increase (or decrease in 2015 & 2016). Property values increased by 2.7% in 2017 (representing the first increase in nearly a decade) and 2018 values increased by only 0.5%. Property tax collections and delinquencies may significantly change as a result of the coronavirus.

Oak Hills Local School District
Five Year Forecast – Assumptions as of October 30, 2020
Fiscal Year 2021

Earned Income Tax

The Oak Hills Local School District does not have an income tax, therefore this line item has no activity.

Unrestricted Grants-in-Aid

State Funding for the Oak Hills Local School District is significant, representing 38% of the District's Budget. The State of Ohio funds public school districts on a two-year cycle, referred to as the biennium budget. Projecting state funds beyond the two-year budget is challenging since the reliance on these funds is based on future, unknown legislation. Funding public school districts in Ohio has been a challenge for decades, evident by the Supreme Court ruling public school state funding unconstitutional on at least three different occasions.

State Funding has seen different funding "formulas" in each of the last five biennium budgets (SF-3 per pupil funding, Ohio Evidenced Based Model, BRIDGE, stimulus funding, Pathway to Student Success, School Finance Payment Report). House Bill 49 (the FY18 & FY19 State Biennium Budget) was signed by Governor Kasich in June 2018. HB 49 considers enrollment and property valuations when determining the level of State aid provided. HB 49 generated gross increases (excluding deductions for scholarships, community school students, and open enrollment) of approximately 3% in fiscal years 2018 & 2019. HB 49 legislation included large reductions to the tangible tax; however that tax reduction will not materially impact our District since only a small portion of our tax base is a Class II tax (Commercial & Industrial).

House Bill 166 (the Fiscal Year 2020 & 2021 budget) was signed by Governor Mike Dewine in July (after needing an extension of time to have approved). This forecast does not assume any drastic change in funding (such as is proposed under the Fair School Funding Model). **Gross revenue was projected to increase by 1.7% & 0.8% in fiscal years 2020 and 2021 on the October 2019 forecast, respectively, however due to the coronavirus, the State reduced our funding by approximately \$1.5 million in May 2020. The projection of State revenue moving forward has been reduced by \$1.5 million annually for each of the next 5 years. This reduction is a major change to our forecast from October 2019. At the time of the submission of this forecast, future State funding levels had not been communicated.** Important to note, that any State Funding in this line items does not account for potential increases in deductions from State funds as a result of items such as open enrollment, community schools and the Jon Peterson Scholarship.

Oak Hills Local School District
Five Year Forecast – Assumptions as of October 30, 2020
Fiscal Year 2021

Introduced in HB 166 was the Student Wellness & Success Funds (SWSF), which are funds earmarked for specific mental health services, and other wraparound behavioral services. SWSF is accounted for in a separate fund (467) and the projected amount earmarked for SWSF is \$464,604 for Fiscal Year 2020 & \$526,000 for Fiscal Year 2021. These funds are included as a portion of the gross increase to State funding and the District will partner with Hamilton County Educational Service Center to determine how these funds are to be spent. The forecast does not include these funds beyond Fiscal Year 2021 and no increases in State funding levels are projected for the life of this forecast.

The unrestricted grants in aid line item include Casino Revenue (which is not part of the state funding formula). Casino Revenue is projected at approximately \$50 per pupil. While a significant amount (\$400,000), this only represents less than 1 percent of the District's overall revenue. Lottery profits also represent less than 1% of overall funding. Projections have these line items reducing in future years due to the pandemic.

The District determined to postpone the discussion on All Day Kindergarten in 2015. The District did expand the kindergarten program for students at risk; this program is referred to as the KEEP program. The state funds a portion of students that attend school for all day kindergarten and this revenue has been included in the forecast.

Restricted Grants-in-Aid

Funds accounted for in restricted grants-in-aid are directly attributed to special education funds for catastrophic costs.

Property Tax Allocation

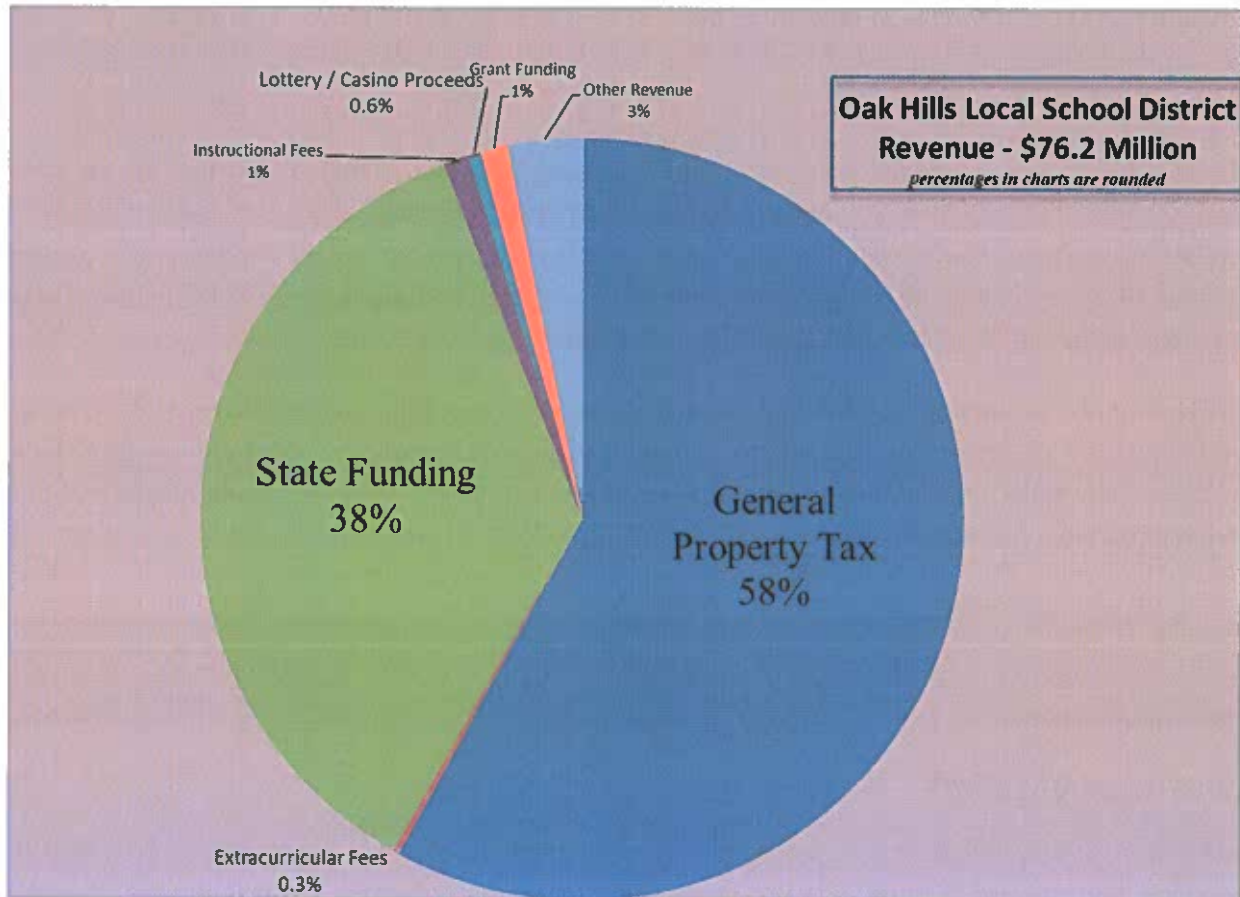
Homestead and rollback payments (which flow through the state) are tax credits provided to residents that own and occupy their property. There are slight increases projected in the property tax allocation line due to the 4.82 mill levy passing in November 2013.

All Other Operating Revenue

Projected revenue in the all other revenue include revenue from investments, student fees, transportation fees, pay to participate fees, funding for court placed children that reside out of the District, rental income and Tax Increment Financing (TIF) from Green and Delhi Township. TIF represents 85% of the other revenue line item (and 17% of overall revenue), with collections in Fiscal Year 2019 of \$12.6 million. TIF is local residential and commercial property taxes collected by the Township that are then distributed to the District. Modest growth is projected in TIF collection for future years & the large increase in fiscal year 2018 was attributable to the reappraisal & prepayment of taxes. The Auditor's Office & Green Township would not provide an estimate for TIF funding and the estimate from Delhi Township projected collection to be similar to prior years. Development of the former Delhi Par 3 is included in this line item.

Oak Hills Local School District
Five Year Forecast – Assumptions as of October 30, 2020
Fiscal Year 2021

The District implemented the Medicaid reimbursement program in 2019 & in 2 years, this program has generated nearly \$500k. Also, the Age 22+ program (for community members attempting to get their diploma) was created in 2019 & has generated \$188k.



Oak Hills Local School District
Five Year Forecast – Assumptions *as of October 30, 2020*
Fiscal Year 2021

EXPENDITURES:

Personal Services

Educational institutions in the State of Ohio, including public school districts, are service based industries. As a result of being a service based industry, the majority of expenditures for school districts are personnel (86% of our general fund budget - salaries and benefits).

The salary line item contains compensation to employees for annual contracts, supplemental payments (athletic and non-athletic) and severance payments. The District implemented an all staff wage and step freeze for Fiscal Years 2012 and 2013 (and 2014 for administration). The District agreed to a 2% wage increase (no step increases) for Fiscal Year 2014. In the spring of 2014, the District approved a 3 year negotiated agreement with both unions (OHEA & OAPSE) for compensation related items. The District agreed to a wage increase of 1.5% (plus steps) for Fiscal Years 2015 – 2017. The negotiated agreement for certified staff (OHEA) includes a 2.25% base increase (plus steps) for Fiscal Years 2018 – 2020. The negotiated agreement for classified staff (OAPSE) includes a 2.25% base increase (plus steps) for Fiscal Years 2018 – 2019 and a 1 year agreement with OAPSE for fiscal year 2020 was signed in the spring of 2019. The current OAPSE agreement includes a 2.25% base increase (plus steps). The District settled with both unions at a 2% wage increase (plus steps) for the fiscal years 2021, 2022 & 2023, as well as a 1% pickup by the Board of Education on certified staff's retirement.

Fiscal Year 2020 staffing levels for certified and classified positions remained at relative consistent levels as compared to the previous fiscal year. The District is required to add additional aides usually as a result of several factors including class sizes (per the negotiated agreement) or a special needs student's individual education program (IEP). The increases projected in salaries are attributed to the recent negotiated agreements. The District will continue to monitor STRS and SERS, as the number of retirements each year can significantly impact the forecast.

In February 2015, the District signed an Athletic Trainer agreement with Beacon Orthopedics & Christ Hospital. The agreement with Beacon Orthopedics reduces salary and fringe benefits (annually) by approximately \$250,000 for fiscal years 2016, 2017, and 2018 (the reimbursement is to be used to offset the cost for an athletic trainer & 2 District Nurses). In the fall of 2017, the District extended the Athletic Trainer Services agreement with Beacon Orthopedics & Christ Hospital until 2023. The 5 year agreement is worth approximately \$1.8m in total.

Oak Hills Local School District
Five Year Forecast – Assumptions as of October 30, 2020
Fiscal Year 2021

Prior to Fiscal Year 2015, the District would traditionally have approximately 14 retirees. The District has experienced a reduction in the number of retirees as staff members are working more years as a result of increased health care costs and revisions to the retirement system. Retirements have a significant impact to the forecast and future year retirements are projected to be between 5 and 9 teachers, annually. Historically, the District has had retirement levels as follows:

2015 = 27 certified staff members
2016 = 4 certified staff members
2017 = 5 certified staff members
2018 = 0 certified staff members
2019 = 6 certified staff members
2020 = 5 certified staff members

No funding has been set-aside for additional programs or revisions to programs (including All-Day Kindergarten and Language Immersion). The District explored subcontracting custodial services in Fiscal Year 2019. OAPSE proposed to the Board of Education a wage freeze for custodians for three years, as well as a reduction in health care benefits, and a reduction in the number of custodians. The Board accepted this proposal.

Fringe Benefits

The largest portion of the fringe benefit line item is medical insurance. Due to initiation of the Affordable Care Act, as well as several high medical claims, Oak Hills LSD's medical insurance will increase this fiscal year. The renewal rates for medical insurance were 11%, 5%, and 13.8% for fiscal years, 2016, 2017, and 2018, respectively. The increases in medical premiums are shared by the employer and the employee. The 2018 renewal rate includes plan design changes to the PPO plan for deductibles and maximum out of pocket contributions. The District currently offers a PPO health insurance plan and as a result of the high premium increases in 2016, the District introduced a High Deductible Health Plan to alleviate costs for both the employee and the employer.

Proactive Measures the District has taken to address health insurance:

1. Negotiated agreement (employee & employer share in the cost of insurance increases)
2. Periodic market bids to other insurance providers
3. Voluntary vision made available in 2015
4. Discussions of spousal carve-outs and tobacco surcharges
5. Communication of wellness plans
6. Plan design changes in 2013, 2017, & 2018
7. Introduction of another plan (High Deductible Health Plan - HDHP)
 - a. Staff meetings & emails are sent on a continuous basis about this plan option
8. Joining a consortium (Southwest Ohio Organization for School Health – SWOOSH)
9. Administering onsite biometric screenings
10. Beacon Orthopedic Reduced Rate Partnership
11. All OAPSE new hires must elect the High Deductible Health Plan

Oak Hills Local School District
Five Year Forecast – Assumptions *as of October 30, 2020*
Fiscal Year 2021

In September 2018, the District joined the Southwest Ohio Organization for School Health (SWOOSH) which is an insurance consortium consisting of 8 other districts in Southwest Ohio. Through leveraging economies of scale, the District experienced our best renewal rate in 4 years (2.2% for 2019). The District has also seen a large increase in the number of staff members electing the HDHP (significant increases in 3 years from 40 enrollees to over 200 enrollees). Increased enrollment in the HDHP helps keep insurance costs at a lower level. Due to high utilization and large claimants (including spousal costs), the District received a 9.9% increase to the full premium for health insurance for calendar year 2020.

All new classified employees will only have the option of a high deductible health plan per the OAPSE negotiated agreement.

The district's premium increase for 2021 was 4%.

The District also provides dental insurance, which incurred a 1.7% increase to the full premium for calendar year 2021.

Also included in benefits are Medicare payments and state mandated retirement contributions to STRS and SERS. Oak Hills LSD is self-insured for workers compensation claims. Several large claims in the previous year indicate an increase in workers comp expenses in the upcoming fiscal years. Unemployment claims are projected to be consistent with prior years.

Purchased Services

Similar to homeowners, there are many fixed costs incurred by School Districts such as utilities, insurance, and maintenance/repairs. Fixed costs for school districts also include legal fees, community school deductions, special needs services and substitutes. Fixed costs represent approximately 8% of the budget.

The District administrative leadership team meets periodically to review building and department budgets. The projections listed in purchased services and supplies are projected from Department administrators on an annual basis.

In 2015-16, the District moved from internally compensating substitute teachers to having Cincinnati Collaboration Solutions (CCS) manage substitutes. The projected amount for substitutes is approximately \$719,000 (which is consistent with prior years), however a significant benefit to CCS is that the District will not be accountable for substitutes under the Affordable Care Act. There are over 25 districts in Southwest Ohio that use the Cincinnati Collaboration Solutions for substitute needs. Since joining CCS, the District has had a better fill-rate for substitutes as compared to when the District internally processed substitutes.

Oak Hills Local School District
Five Year Forecast – Assumptions *as of October 30, 2020*
Fiscal Year 2021

Like many items in the forecast, there are several items which cannot be predicted in purchased services. Major items that will impact purchased services which are not known at this time include fuel costs, legal fees, climate changes, snow days, and special needs services for potential students moving into Oak Hills LSD. The District re-assesses utilities on an annual basis to try to get the best rates available.

In August 2014, the District implemented a House Bill 264 project which will provide more than \$4 million worth of energy upgrades District Wide to items such as HVAC, and lighting. House Bill 264 projects guarantee savings to the General Fund which are verified by an independent 3rd party. Projected savings range from \$200,000 - \$350,000 (depending on energy usage and energy rates). House Bill 264 will be financed through the Permanent Improvement Fund with a 15 year certificate of participation.

In 2019, the District embarked on a \$708k LED electric project. The LED project will generate a savings of approximately \$32k annually while also improving the learning environment.

The savings for the District's utilities are significant (gas and electric):

Fiscal Year 2013 = \$1,280,301

Fiscal Year 2020 = \$721,584

The State of Ohio offers non-public schools (that elect to participate), special needs vouchers referred to as the Jon Peterson Scholarship. The Jon Peterson Scholarships are directly deducted from our state funding. The most recent foundation simulation indicates 135 students enrolled in the Jon Peterson Scholarship program and the District has a deduction of \$1.8m projected for Peterson and Autism scholarship students. The Jon Peterson Scholarship is expected to continue to increase for future fiscal years. The District has and continues to meet with legislators on this unfunded mandate.

The District's community school deduction is expected to be approximately \$733,000 (92 students).

Open enrollment deductions have continued to grow (FY13 = 6 students \$34k vs FY 21 = 112 students \$633k).

The new post-secondary option required by Districts in Ohio is College Credit Plus (CCP). CCP requires districts to pay colleges/universities tuition and textbook costs for students that elect to participate to receive college credit (dual enrollment). The District has budgeted \$90,000 for the newly enacted College Credit Plus Program. Budgeting for CCP presents challenges since amounts vary depending on the instructor and location of the class and the Ohio Department of Education does not have an updated financial tracking system currently in place.

Oak Hills Local School District
Five Year Forecast – Assumptions as of October 30, 2020
Fiscal Year 2021

% of Purchased Services	Expenditure	3 Year Increase (Decrease)	
18%	Jon Peterson Scholarship	\$ 334,498.18	30%
13%	Utilities	\$ (180,282.26)	-15%
10%	Maintenance	\$ 226,755.32	41%
9%	HCESC Substitutes	\$ 54,512.59	8%
8%	Special Services Tuition	\$ 312,609.02	89%
8%	Community Schools	\$ (270,072.10)	-29%
8%	Open Enrollment	\$ 363,300.87	138%
25%	1%-2% each items such as telephones, legal fees, postage safety, college credit plus, copiers, etc.		

Supplies, Capital Outlay, and Other Expenditures

Oak Hills LSD cycles curriculum items to ensure the students have updated instructional material. The curriculum cycle involves purchasing textbooks and computer equipment. The curriculum department will be moving forward with the adoption of English Language Arts for next fiscal year & future years are to be determined. Textbooks, equipment, infrastructure needs, and contract services (VARtek, the District's Tech Provider) are budgeted in the permanent improvement fund. VARtek will be entering the final year of their contract in Fiscal Year 2021.

Other non-negotiable expenditures include fees paid to the County Auditor, banking institutions and membership fees.

Transfer

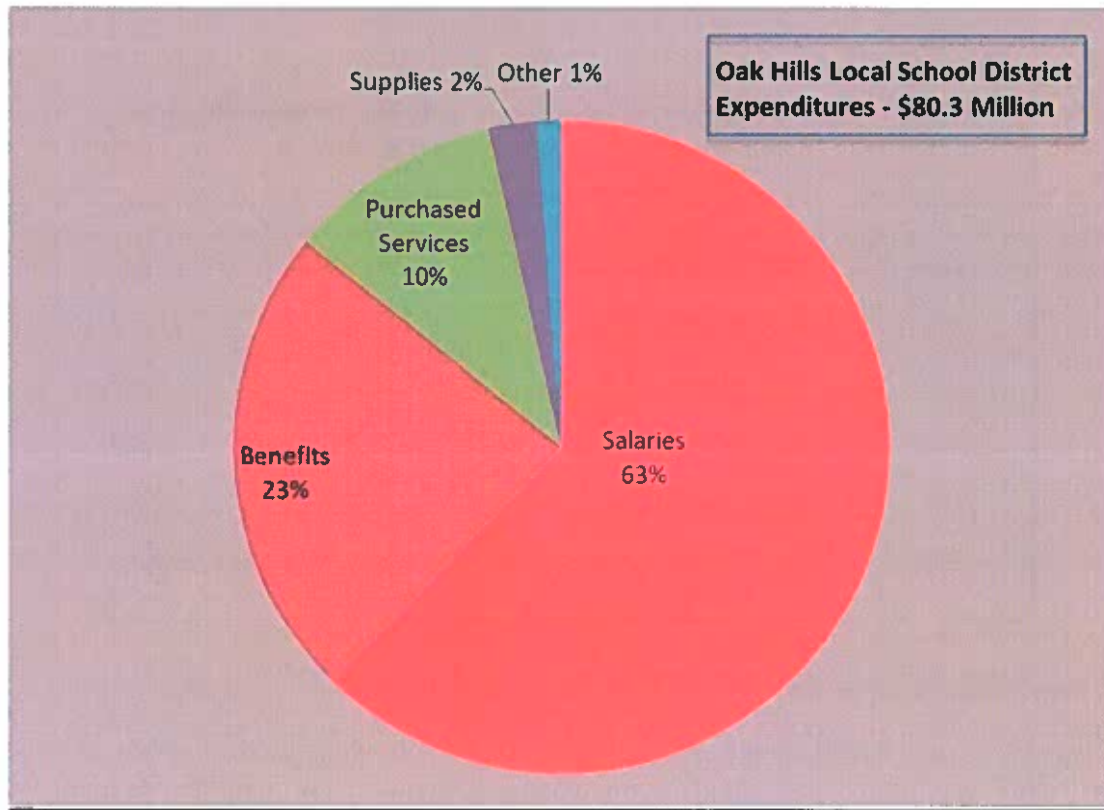
The District has allocated \$35,000 for a transfer to the Athletic Facility Fund (to be used for infrastructure expenses (such as turf). The District has a 1 year agreement with their youth organizations (Oak Hills Youth Athletics, Little Highlanders, Yeager) totaling \$51,750. The 1 year agreement is for facility utilization.

Youth Organization Revenue Allocation:

- \$26,750 (Athletic Fund)
- \$20,000 (Athletic Facility Fund)
- \$5,000 (General Fund – custodial fees)

Due to the coronavirus, the District will be transferring \$200k to the Athletic Fund.

Oak Hills Local School District
Five Year Forecast – Assumptions as of October 30, 2020
Fiscal Year 2021



Fixed Costs = 95% of Oak Hills Local School District's Budget

- Fixed Costs include personnel, utilities, insurance, taxes & fees, special needs services, and school vouchers.

Discretionary Costs = 5% of Oak Hills Local School District's Budget

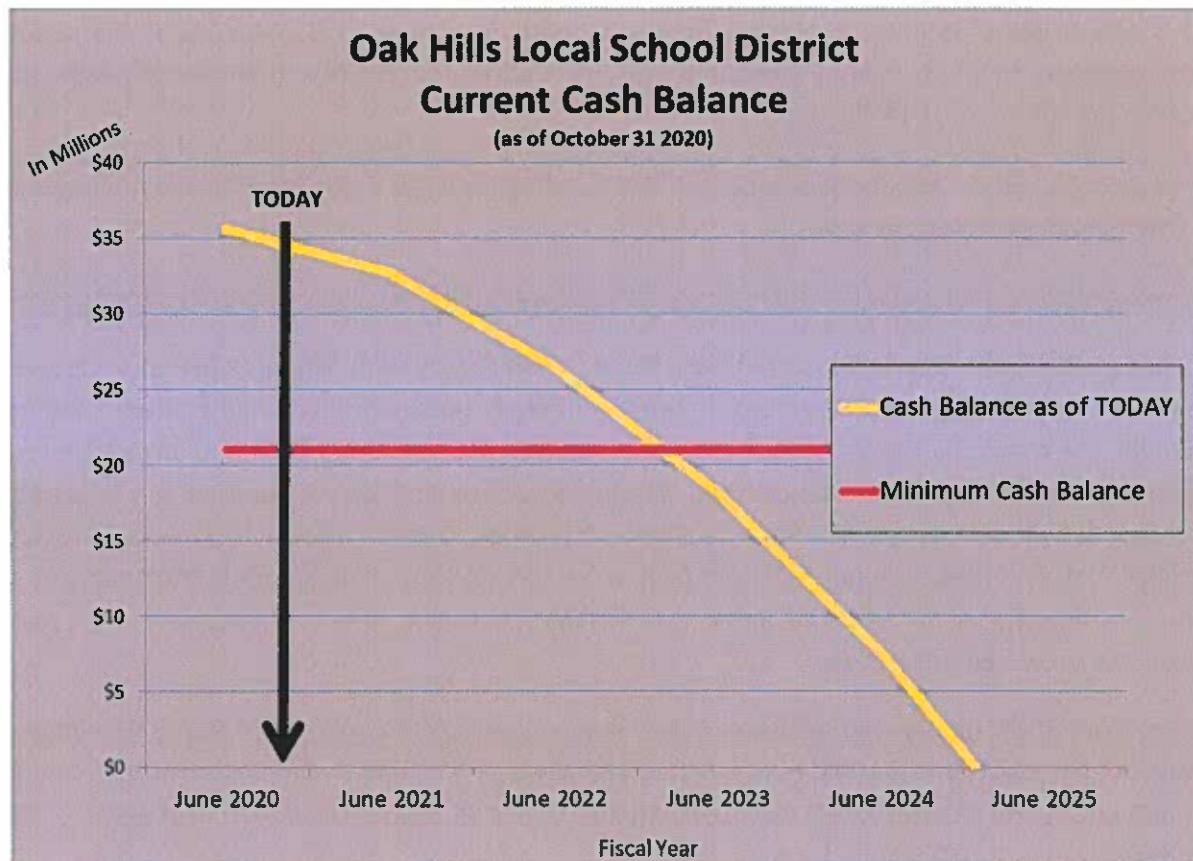
- Discretionary Costs include classroom supplies, classroom presenters, and instructional computer programs.

Oak Hills Local School District
Five Year Forecast – Assumptions *as of October 30, 2020*
Fiscal Year 2021

CONCLUSION & RETURN ON INVESTMENT

In 2013, the community supported a 4.8 mill operating levy. The District communication (in 2013) was that this levy would provide financial stability for a period of 5 years. The District has met this commitment without adding programs.

In the wake of recent school shootings, the District wanted to hear from the community. Through a community survey, over 80% of respondents wanted additional safety & security measures. The District and building leadership teams collaborated with local law enforcement agencies and security professionals in identifying increased safety measures to ensure a safe and secure environment for all students and staff. In addition, a retired Green Township Police Chief, provided a full safety audit of all district facilities. On May 7, the Oak Hills Board of Education unanimously voted to place a 4.9 mill operating levy on the ballot for the August 7, 2018 Special Election. The 4.9 mill operating levy request was a continuing levy that to address student/staff safety, mental health illnesses & the deficit spending levels as communicated in prior forecasts. The cost of the levy would be \$14 per month to our constituents on a \$100,000 home. The community opposed this levy request by a margin of 75% - 25%. At the time of the submission of the forecast, the Board had not made a determination on if (or when) they may request additional future financial support from the community.



Oak Hills Local School District
Five Year Forecast – Assumptions *as of October 30, 2020*
Fiscal Year 2021

The Board reviews monthly the current and future financial position of the District to ensure our budget remains on pace with the projected 5 Year Forecast. As noted in the assumptions, there are so many variables that will impact these projections including, but not limited to enrollment, staffing levels, tangible personal property replacement, state funding, medical insurance, community schools, and vouchers, that contribute to making future projections challenging.

Facilities

The District created a permanent improvement fund in 2007 to ensure stability with our capital infrastructure; including items such as: building improvements, technology upgrades, transportation fleet needs, and textbook updates.

The District moved forward with a \$4 million District Wide Energy Conservation Project (referred to as House Bill 264) in 2016. The House Bill 264 project will provide additional cash flow of approximately \$70,000. The House Bill 264 projects; includes all the buildings in the District and this project is supported through the permanent improvement fund. Energy improvements will include new lighting, HVAC, and additional energy measures to improve the utilities in our buildings and prolong the lives of our buildings. The District will finance this project over a 15 year period with annual payments being made from the Permanent Improvement Fund. Through the House Bill 264 project and through the Permanent Improvement Fund, the District has invested over \$500k in the swimming pool. Per Energy Optimizers (House Bill 264 general contractor), the upgrades to the High School swimming pool will allow this facility to be operationally safe and efficient for the next 15-20 years.

The District has tabled the discussion on All Day Kindergarten (no funds have been earmarked for All Day Kindergarten at this time).

No funds have been set-aside for safety & security infrastructure upgrades (unless the levy passes).

In February 2015, the District reviewed their Bond Credit Rating with Moody's Investor Services. The Bond Credit Rating assesses an entity's ability to repay outstanding debt obligations. Several years ago, the District's Bond Credit Rating was reduced from an AA2 Rating to an AA3 rating. This negative reduction of this Bond Credit Rating was due to concerns of pensions not being able to be met for all districts in the State of Ohio. In February 2015, Moody's Investor Services upgraded Oak Hills Local School District back to an AA2 rating. This upgrade from an AA3 to an AA2 is significant, as this will allow the District to borrow funds (if necessary for capital projects) at a reduced interest rate.

In September 2015, the District refinanced their outstanding debt obligation on Rapid Run Middle School (which was built in 1998, as a result of the passage of a bond issue). By refinancing the debt obligation, the District saved their constituents nearly \$5 million over a 10 year period. The debt obligation will still mature in 2025.

Oak Hills Local School District

Five Year Forecast – Assumptions as of October 30, 2020

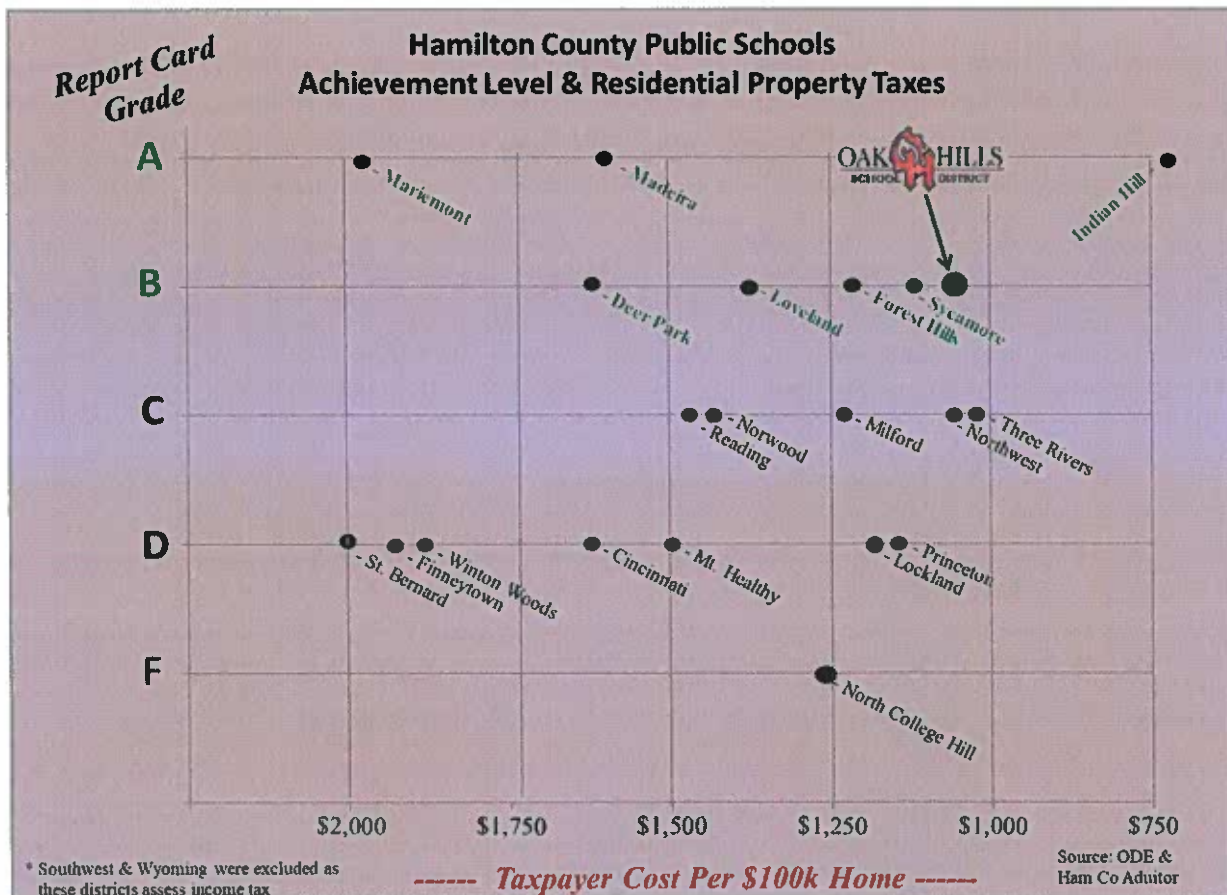
Fiscal Year 2021

The Board of Education approved \$2.6 million renovation of the High School Auditorium (which includes a commitment of \$180k in private funding). The High School Auditorium project was completed in the 2016-2017 school year. The funding of this renovation will occur from the Permanent Improvement Fund over the next 30 years.

Lastly, the athletic department privately raised funds for the cost of a new track surface, the District also contributed to this update. Projects fully privately funded included a new scoreboard and updates to the tennis courts. Other than the 5 year term for fitness equipment, the District has not allocated permanent improvement funds for athletic expenditures or band purchases.

Stewardship – Return on Investment

Despite all the prior challenges in school district funding, the Oak Hills LSD has earned a B letter grade on the most recent State Report Card. High academic ratings were achieved even though the District spends less per pupil (4th lowest of all 23 school districts in Hamilton County). 80% of the Districts assess a higher tax rate than Oak Hills Local School District (many of these Districts do not achieve the same high academic ratings, or provide the level of technology as our District). 95% of the District's general fund budget consists of fixed expenses for personnel, utilities or state mandates.



From the Treasurer

State Cuts, COVID Costs, and the Year Ahead

The coronavirus has not only altered school schedules and cancelled activities, it has also affected the financial picture of school districts across the nation. We asked Treasurer Steve Bain to share some thoughts on the pandemic's impact on the Oak Hills Local School District and also to discuss deficit spending and the financial challenges OHLSL will face this year.

For Mr. Bain's review of Fiscal Year 2020, go to www.ohlsd.us, click on "Departments and Treasurer/Finance," and then on "Financial Update."

Financially speaking, what has been the biggest effect of COVID-19?

It was the unexpected reduction of 5 percent of our state funding in May, which was never predicted. It's a cause of concern for our immediate financial picture, but also for our financial picture moving forward.

Along with that, it's the uncertainty of the future, of having 40 percent of your revenue — the state contribution — with no stability. This reduction affects all areas of your operations and quickly depletes your savings account.

As we begin the 2020-21 school year, what are your biggest concerns?

Certainly staff and student safety is at the top of the list. From the financial realm, it's the uncertainty. We had anticipated a 1 percent increase in spring 2019 from the state, based on the communication we received. Instead, we were faced with a reduction of 6 percent.

In 2018, we were anticipating deficit spending and that came to fruition. Our expenditures are outpacing our revenues. A resident may think expenditures are not being monitored, but that's not the case — revenue is the issue. Revenues have been stagnant, and then reductions from the state were another kick in the gut.

Staffing is always the biggest expenditure. Staffing is always a challenge, and finding substitutes this year is especially a challenge. Oak Hills joined a pool with other Hamilton County districts, and that has increased the number of our substitute educational aides. We only had 60; now we have a countywide and regional pool. We moved this direction with substitute teachers several years ago, and it has proven beneficial.

Another concern: Some of the departments that have previously been fully or mostly self-sustaining now could require support from our general fund — support from our taxpayers. That includes food service and athletics. In the past, food service did not require a dime of taxpayer support but if you have to close a school district for several months, it impacts their revenue. In athletics, with 75 percent of the overall budget coming from ticket sales, not having fans in the seats is a major concern.

As you mentioned, deficit spending was predicted and is part of the financial cycle for most school districts — it occurs when a district is spending more than it is receiving for a one-year period, thereby depleting a savings account. Can you talk about the factors that led to deficit spending here?

The last time the community financially supported our district with additional funding was in 2013. We committed that those funds would last five years, and now it's 2020 — seven years later — and we're still stretching those dollars. Meanwhile, we've seen reductions in state funding along with growth in some expenses that are out of our control, including vouchers and unfunded mandates. We accept and welcome all students, but we realize there are higher expenditures depending on the student's needs. About 14 percent, or nearly 1,200 of our students have special needs. We take extreme pride in serving our students with special needs, and our reputation for that service is second to none. For many of those students, state law requires one-on-one staff support. This truly is an unfunded mandate because the state does not fund us dollar for dollar. Another flaw in the state system is evident in vouchers and open enrollment options. The state deducts more than \$6,000 in state funding for each student who enrolls in charter schools or, through open enrollment, in other school districts — even though we only receive about \$3,700 for each of those students. Students with special needs can also receive vouchers to attend non-public schools, and state law requires our district to fund these student choices.

Staffing accounts for 87 percent of our budget. Health-care costs continue to be a roller coaster. We educate our staff on health-care costs but it continues to be a roller coaster. In order to remain competitive with other districts and continue to attract high-quality staff, our team studies the markets and compensates our staff accordingly. Negotiated agreements have also resulted in increases to our expenditures.

Nine percent of our budget is fixed costs, like utilities and vouchers. With 87 percent for staff and 9 percent for fixed costs, 96 percent of our budget is set, meaning we have little flexibility with our expenditures.

On the revenue side, we've seen state reductions along with little or no growth in property values. Casino revenues — which made up 1 percent of our budget — have been slashed. Revenue from the rental of our facilities has been slashed. We have pay-to-play for athletics, but when we're not in session, that is not collected. We have waivers for fees from families who have experienced personal financial challenges. Our revenue has increased by only 0.7 percent and 0.2 percent in 2019 and 2020, respectively. The revenue has simply not grown on track with expenditures.

How have athletics and things like field trips and extracurriculars been impacted by the pandemic?

I want to provide a clear understanding on how our district operates with regards to this question. Field trips are an extremely important part of a student's experience. Right now — because of state guidelines — they're not happening. Field trips don't require tax dollars; students either fundraise, or families issue payment. But while field trips are not materially affecting the district, they represent opportunities students are not having — another kind of loss. In athletics, lost tickets sales are a main funding artery clogged up or cut off altogether. Students participating in band or orchestra, the arts and clubs are struggling to fundraise because of the current economic climate.

From the Treasurer

State Cuts, COVID Costs, and the Year Ahead (Continued)

As you oversee district finances, what factors will you be watching this year?

First and foremost, the overall state economy and some mandates regarding the pandemic. Unfortunately, we don't know what the next two years of our budget will look like before the state budget process starts. So I'll be watching indicators of what 40 percent of our budget will look like with the state legislature, which will be from winter into early spring.

In our district, 225 students elect a voucher. I'll be keeping an eye on state funding for the voucher system, which deducted \$2.6 million in Fiscal Year 2020 from our district.

I'll also be looking at the local economy. With our district being 90 percent residential, we have to put ourselves in the shoes of the 10 percent of our community that represents industries and businesses. That 10 percent does so much for our district — the Sports Stag, sponsorships, advertising. That support becomes more challenging for local businesses as they deal with their own economic concerns. We're grateful for our local business partners, and we feel for what they're going through.

The Census is also a factor to consider since it will also drive future federal funds. Decisions made at the state and federal levels may affect occupancy or home ownership, which in turn will affect our district.

Many financial topics are complex, and some can be confusing. Is there any issue where you'd like to add some clarity?

Grant funding and the CARES Act. Many folks have read about funding from the CARES Act (Coronavirus Aid, Relief, and Economic Security Act), and they wonder if there's relief for school districts. We did receive a grant that represented about 1 percent of our budget, but from what we've been told, it's only one-time funding. While the state has said we'll receive a reduction in funding for at least the next fiscal year, the CARES funding is one-time only and most has been spent on PPE. While we are grateful for this funding, it is meant as temporary relief from some of the added costs districts face from COVID-19. It does not present long-term support for any district, or cover regular operating costs.

So what are the next steps, financially — what's in OHLSD's future?

It's important for us to step back and say we were in the process of a strategic plan and the pandemic occurred. It involved stakeholder input into our plan and it affects what our future will look like. When homeowners want to change their financial picture, they have three options. They can add to it, maybe by taking an extra job. They can reduce, maybe by not going out to eat as much. Or they can borrow. For school districts to change their financial picture, they would have to add funding or reduce spending. Borrowing is not an option. Adding money would mean going to the community because 60 percent of our budget comes from the community, or there could be reductions. With 87 percent of our budget going to staffing, it would likely mean reductions in staffing.

As we consider our financial plans, I believe it's helpful for us to remind our community and all our stakeholders that out of the 23 Hamilton County school districts, no other district spends less than Oak Hills while producing as high a level of results, according to the Ohio Department of Education.



Oak Hills Local School District
Five Year Forecast – Assumptions *as of October 30, 2020*
Fiscal Year 2021

Transparency

The transparency tracker was added to the District's website in October 2019. The transparency tracker provides stakeholder's an itemized list of actions that have been implemented that will financially impact our forecast. The transparency tracker illustrates all the measures our District has implemented since the last operating levy in 2013.

Community members are encouraged to visit www.ohlsd.us (Treasurer's Page) to learn more about the District's financial position as well as the District's ongoing stewardship. All Board meetings are open to the public. Please contact Steven R. Bain, Oak Hills LSD Treasurer, with questions regarding this forecast – 513-574-3200 – bain_s@ohlsd.org.

Oak Hills Local School District

Historical / Current / Future Projections (as of October 29, 2020)

% of Budget	The Last 4 Years		TODAY		The Next 4 Years		Comments																				
	Fiscal Year 2016-2019	2020	2021	Fiscal Year 2022-2025																							
Revenue																											
State (gross)	38%		-5%	0.2%	0.0%		State Reductions (COVID), Restoration Funds, & Success & Wellness Funds																				
Local	41%		1.5%	2.4%	0.8%		1st half collection increase																				
TIF	17%		0.7%	7.7%	1.6%		1st half collection increase																				
Other	4%		9.6%	-2.0%	-3.6%		Medicaid = \$488k since 2019, Age 22+ = \$188k, Erate Reimbursements delay																				
Total			0%	1.6%	0.3%																						
Expenditures																											
Salary	62%		2.5%	3.4%	3.6%		Negotiated agreement through 2023, 2% Base, STRS changes																				
Benefits	23%		1.8%	8.4%	2.8%		1% Pickup, 60% HDHP, Spouses driving 35% of cost																				
Purchased Services	11%		3.8%	4.6%	2.9%		FY 20 Subs, Deductions/Vouchers:																				
							<table><tr><th colspan="2">2013</th><th colspan="2">TODAY</th></tr><tr><th>Deduction</th><th>Amount</th><th># of Students</th><th>Amount</th></tr><tr><td>Peterson/Autism</td><td>\$762k</td><td>70</td><td>\$1.8m</td></tr><tr><td>Community Schools</td><td>\$828k</td><td>122</td><td>\$733k</td></tr><tr><td>Open Enrollment</td><td>\$34k</td><td>6</td><td>\$633k</td></tr></table>	2013		TODAY		Deduction	Amount	# of Students	Amount	Peterson/Autism	\$762k	70	\$1.8m	Community Schools	\$828k	122	\$733k	Open Enrollment	\$34k	6	\$633k
2013		TODAY																									
Deduction	Amount	# of Students	Amount																								
Peterson/Autism	\$762k	70	\$1.8m																								
Community Schools	\$828k	122	\$733k																								
Open Enrollment	\$34k	6	\$633k																								
Supplies	3%		-11.2%	16.8%	2.7%		Savings for FY 20, FY 21 COVID & carryover																				
Other	1%		-6.2%	49.0%	-1.5%		Election expenses, EZ Pay savings, transfer to athletics																				
Total			2.1%	5.2%	3.3%																						

	2013		TODAY	
	Amount	# of Students	Amount	# of Students
Deduction				
Peterson/Autism	\$762k	70	\$1.8m	135
Community Schools	\$828k	122	\$733k	92
Open Enrollment	\$34k	6	\$633k	112

Oak Hills Local School District

Historical Analysis of New Hires & Experience Granted

Step	FY 21 Teachers	FY 20 Teachers	FY 19 Teachers	FY 18 Teachers	FY 17 Teachers	FY 16 Teachers
0	9	12	7	12	11	14
1		2	1	3	3	9
2	1	2	1	2	2	6
3	2	3	3	3	2	5
4	2	1	3		2	6
5	3	6	4	2	3	10
6			1	1	1	5
7			1		4	4
8	2				2	2
9						1
10		1	1	1	1	
Total New Staff	19	27	21	24	29	62
Avg. Step Granted	3.3	3.2	4.0	2.3	4.6	8.3
Avg. Additional Cost Per New Hire	\$6,890	\$4,983	\$5,724	\$4,009	\$6,143	\$6,422
Total Cost	\$130,916	\$134,552	\$120,211	\$96,214	\$178,133	\$398,153

*Athletics - Fund 300-9504
Quarterly Financial Report*

Revenues					Expenditures					Cash Balance				
Quarter	FY 18	FY 19	FY 20	FY 21	Quarter	FY 18	FY 19	FY 20	FY 21	Quarter	FY 18	FY 19	FY 20	FY 21
1st Q	\$ 118,116	\$ 84,782	\$ 90,018	\$ 34,873	1st Q	\$ 146,278	\$ 142,285	\$ 115,169	\$ 93,177	1st Q	\$ 120,437	\$ 37,379	\$ 37,773	(S13,058)
2nd Q	\$ 197,152	\$ 181,092	\$ 148,679		2nd Q	\$ 242,634	\$ 204,520	\$ 176,709		2nd Q	\$ 103,117	\$ 71,454	\$ 34,893	
3rd Q	\$ 242,700	\$ 243,119	\$ 226,726		3rd Q	\$ 290,998	\$ 238,084	\$ 226,860		3rd Q	\$ 100,301	\$ 99,917	\$ 62,790	
4th Q	\$ 274,016	\$ 272,244	\$ 240,387		4th Q	\$ 327,733	\$ 304,202	\$ 258,065		4th Q	\$ 94,882	\$ 62,924	\$ 45,246	
														- \$84k POs - - \$97k available (COVID - limited ticket revenue)

GMC Athletics

<u>Question</u>	<u>Oak Hills</u>	<u>Fairfield</u>	<u>Sycamore</u>	<u>Lakota</u>	<u>Colerain</u>	<u>Middletown</u>	<u>Hamilton</u>	<u>Princeton</u>	<u>Mason</u>	<u>Forest Hills</u>
1 What fund do you receipt pay to participate fees?	General									
2 Is your general fund responsible for the cost of coach's supplementals?	Yes	Yes	Yes	No	Athletic	Athletic	Athletics	General	Athletics	Athletics
3 Is your general fund responsible for the cost of athletic transportation?	Yes	Yes	Yes	No	No	Yes	Yes	Yes	Yes	Yes
4 Is your general fund or perm improvement fund responsible for any other athletic costs (including uniforms, turf replacement, equipment, etc)?	No	No	* Yes	Yes	Capital Only	PI	Yes	Yes	Shared	PI
5 Does your general fund make a transfer to the athletic fund on an annual basis?	No	No	\$120k	\$1m	\$29k	Under \$50k	No	\$665k	\$25k	No

*Rent off-sets cost

Oak Hills Local School District

Annual Excess/Deficit Spending Levels

Fiscal Year Ending		
June, 2005	\$ 358,735	
June, 2006	\$ (157,390)	
June, 2007	\$ (145,536)	
June, 2008	\$ (940,749)	
June, 2009	\$ (2,932,187)	
June, 2010	\$ (298,751)	
June, 2011	\$ (4,713,818)	
June, 2012	\$ (2,844,024)	Wage Freezes, Levies, Reductions
June, 2013	\$ (1,742,278)	
June, 2014	\$ 1,163,706	
June, 2015	\$ 7,988,087	
June, 2016	\$ 3,950,209	
June, 2017	\$ 3,280,413	<u>Cash Balance</u>
June, 2018	\$ 3,510,969	\$ 35,389,544
June, 2019	\$ 1,290,463	\$ 36,680,004
June, 2020	\$ (987,249)	\$ 35,692,757
June, 2021	\$ (2,953,905)	\$ 32,738,853
June, 2022	\$ (6,160,097)	\$ 26,578,755
June, 2023	\$ (8,294,586)	\$ 18,284,169
June, 2024	\$ (10,799,834)	\$ 7,484,335
June, 2025	\$ (13,020,418)	\$ (5,536,083)

- Board of Education Election Years

- Presidential Election Years

- Gubernatorial Election Year

OAK HILLS LOCAL SCHOOL DISTRICT
GENERAL FUND FY 20 - FY 25
5 YEAR FORECAST

	ACTUAL FY 20	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Beginning Cash Balance	\$ 36,680,006	\$ 35,692,757	\$ 32,738,853	\$ 26,578,755	\$ 18,284,169	\$ 7,484,335
Revenues						
Local Property Tax	\$ 27,618,571	\$ 28,275,000	\$ 28,402,238	\$ 28,816,626	\$ 28,975,118	\$ 29,134,481
State Funding	\$ 27,539,375	\$ 27,580,684	\$ 27,580,684	\$ 27,580,684	\$ 27,580,684	\$ 27,580,684
Casino	\$ 419,270	\$ 200,000	\$ 325,000	\$ 380,000	\$ 390,000	\$ 390,000
Homestead & Rollback	\$ 3,583,085	\$ 3,647,581	\$ 3,666,991	\$ 3,686,508	\$ 3,706,132	\$ 3,725,863
TIF (Tax Increment Financing)	\$ 12,685,895	\$ 13,665,086	\$ 13,767,574	\$ 14,111,763	\$ 14,323,440	\$ 14,538,292
Student Wellness & Success Funds (467)		\$ 526,147	\$ -	\$ -	\$ -	\$ -
Restoration Funds (516 & 587)		\$ 151,000	\$ -	\$ -	\$ -	\$ -
Other Revenue	\$ 3,402,186	\$ 3,337,243	\$ 3,209,661	\$ 3,132,587	\$ 2,831,033	\$ 2,900,012
Advances/Transfers		\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue	\$ 75,248,382	\$ 77,382,740	\$ 76,952,148	\$ 77,708,169	\$ 77,806,407	\$ 78,269,331
	0.2%	2.8%	-0.5%	1.0%	0.1%	0.6%
Available Cash	\$ 111,928,388	\$ 113,075,498	\$ 109,691,001	\$ 104,286,924	\$ 96,090,576	\$ 85,753,666
Expenditures						
Salaries	\$ 48,431,138	\$ 50,104,566	\$ 52,195,166	\$ 54,224,470	\$ 55,907,205	\$ 57,642,872
Benefits	\$ 17,370,815	\$ 18,833,834	\$ 19,374,102	\$ 19,894,171	\$ 20,461,626	\$ 21,045,601
Purchased Services	\$ 8,150,610	\$ 8,525,265	\$ 8,758,346	\$ 9,022,147	\$ 9,293,894	\$ 9,573,826
Materials and Supplies	\$ 1,646,716	\$ 1,922,980	\$ 1,956,632	\$ 2,015,331	\$ 2,077,807	\$ 2,142,219
Capital Outlay						
Other	\$ 601,352	\$ 715,000	\$ 793,000	\$ 811,636	\$ 830,709	\$ 850,231
Transfers Out	\$ 35,000	\$ 235,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
Total Expenditures	\$ 76,235,631	\$ 80,336,645	\$ 83,112,246	\$ 86,002,755	\$ 88,606,241	\$ 91,289,749
	2.1%	5.4%	3.5%	3.5%	3.0%	3.0%
Deficit Spending	\$ (987,249)	\$ (2,953,905)	\$ (6,160,097)	\$ (8,294,586)	\$ (10,799,834)	\$ (13,020,418)
Ending Cash Balance	\$ 35,692,757	\$ 32,738,853	\$ 26,578,755	\$ 18,284,169	\$ 7,484,335	\$ (5,536,083)
	true cash days 171	true cash days 149	true cash days 117	true cash days 78	true cash days 31	true cash days (22)

90 Cash Days - action recommended
wage freezes, reductions and/or levy

OAK HILLS LOCAL SCHOOL DISTRICT
5 YEAR FORECAST WORKSHEET
REVENUES

FORECAST LINE ITEM	CATEGORY	RECEIPT CODE	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 PROJECTION	FY 2022 PROJECTION	FY 2023 PROJECTION <i>Reappraisal</i>	FY 2024 PROJECTION	FY 2025 PROJECTION
1.01	General property tax (Reappraisal 2014, 17, 20)	1111	\$ 27,232,672	\$ 27,618,571 1.4%	\$ 28,275,000 2.4%	\$ 28,402,238 0.5%	\$ 28,816,626 1.5%	\$ 28,975,118 0.6%	\$ 29,134,481 0.6%
1.035	Unrestricted Grants-in-aid (Foundation)	3110	\$ 28,988,913	\$ 27,539,375	\$ 27,580,684 0.2%	\$ 27,580,684 0.0%	\$ 27,580,684 0.0%	\$ 27,580,684 0.0%	\$ 27,580,684 0.0%
	CASINO - \$50 per student	3190	\$ 409,678	\$ 419,270	\$ 200,000	\$ 325,000	\$ 380,000	\$ 390,000	\$ 390,000
	Student Wellness & Success Funds Restoration	Fund 467 Fund 516/587		\$ 464,676 \$ 410,658	\$ 526,147 \$ 151,000				
	Other (Foundation - Catastrophic costs) Spec Ed - cat 2-6 exceed state aid	3219	\$ 225,453	\$ 188,914	\$ 195,000	\$ 195,000	\$ 195,000	\$ 195,000	\$ 195,000
1.05	Property Tax Allocation - Homestead Rollback	3132 3131	\$ 974,079 \$ 2,634,779	\$ 934,414 \$ 2,648,671	\$ 951,233 \$ 2,696,347	\$ 957,702 \$ 2,709,290	\$ 964,214 \$ 2,722,294	\$ 970,771 \$ 2,735,361	\$ 977,372 \$ 2,748,491
			\$ 3,608,858	\$ 3,583,085	\$ 3,647,581	\$ 3,666,991	\$ 3,686,508	\$ 3,706,132	\$ 3,725,863
1.06	All other								
	Tuition / Non-resident	1211			\$ 10,302	\$ 10,405	\$ 10,509	\$ 10,614	\$ 10,720
	Highlander/Saturday school tuition	1212		\$ 10,200	\$ 778,882	\$ 798,354	\$ 818,313	\$ 838,771	\$ 859,740
	Tuition Reimbursement-foundation	1221-1223	\$ 8,510	\$ 759,885	\$ 88,408	\$ 88,850	\$ 89,294	\$ 89,741	\$ 90,190
	Transportation fees	1390	\$ 85,159	\$ 56,255	\$ 700,000	\$ 550,000	\$ 350,000	\$ 115,000	\$ 115,000
	Interest	1410	\$ 540,357	\$ 750,637	\$ 210,000	\$ 211,575	\$ 213,162	\$ 214,761	\$ 216,371
	Extra-curricular fees	1630	\$ 217,315	\$ 158,998	\$ 815,000	\$ 815,000	\$ 815,000	\$ 815,000	\$ 815,000
	Instructional fees	1740	\$ 819,822	\$ 810,048	\$ 25,000	\$ 25,075	\$ 25,150	\$ 25,226	\$ 25,301
	Parking / transcript / misc fee	1790	\$ 24,255	\$ 24,169	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000	\$ 32,000
	Rental	1810	\$ 46,808	\$ 33,850	\$ -	\$ -	\$ -	\$ -	\$ -
	Donations (including Athletic Boosters)	1820	\$ 900	\$ -	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
	Commission - telephone / copy machine	1850	\$ 287	\$ 777	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500
	Fines	1860	\$ 3,384	\$ 2,916	\$ 13,665,086	\$ 13,767,574	\$ 14,111,763	\$ 14,323,440	\$ 14,538,292
	TIF	1880	\$ 12,601,475	\$ 12,685,895	\$ 90,000	\$ 90,675	\$ 91,355	\$ 92,040	\$ 92,731
	Misc (4% Aux Admin & Fingerprints)	1890	\$ 65,818	\$ 92,709	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
	Medicaid Reimbursement & Age 22	3300	\$ 168,562	\$ 247,517	\$ 25,000	\$ 25,000	\$ 125,000	\$ 35,000	\$ 80,000
	Refund of PY Expenditures	5300	\$ 275,996	\$ 247,156	\$ 16,794,678	\$ 16,769,509	\$ 17,036,547	\$ 16,946,592	\$ 17,230,345
	Total other		\$ 15,516,658	\$ 15,881,013	\$ 16,794,678	\$ 16,769,509	\$ 17,036,547	\$ 16,946,592	\$ 17,230,345
2.06	All other financing sources								
	Compensation / Restitution	1932	\$ 469	\$ 747	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
	Sale of personal property	1933	\$ 1,648	\$ 17,407	\$ 10,151	\$ 10,227	\$ 10,303	\$ 10,381	\$ 10,459
	Insurance proceeds restitution	1934	\$ -	\$ -	\$ 12,651	\$ 12,727	\$ 12,803	\$ 12,881	\$ 12,959
	Total all other		\$ 2,117	\$ 18,154	\$ 12,651	\$ 12,727	\$ 12,803	\$ 12,881	\$ 12,959
	TOTAL FORECASTED RECEIPTS		\$ 75,984,349	\$ 76,123,716	\$ 77,382,740	\$ 76,952,148	\$ 77,708,169	\$ 77,806,407	\$ 78,289,331
			0.7%	0.0%	1.6%	-0.6%	1.0%	0.1%	0.6% 22

OAK HILLS LOCAL SCHOOL DISTRICT
5 YEAR FORECAST WORKSHEET
PERSONNEL SERVICES

<----- 3 Yr OHEA - 2% Base Increase ----->

Beacon Agreement
Ends June '2023

		FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
CERTIFICATED	Salaries	\$ 37,261,343	\$ 38,145,599	\$ 39,487,703	\$ 41,080,699	\$ 42,735,183	\$ 44,081,341	\$ 45,469,903
	111 & 120-131 e/e/o			2.55%	4.03%	4.03%	3.15%	3.15%
	Online Health Reimbursement		\$ (74,200)	\$ (42,279)	\$ (43,125)	\$ (43,987)	\$ (44,867)	\$ (45,764)
	112 accrpt							
	Severance	\$ 5,000	\$ 274,398	\$ 65,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000
NON-CERTIFIED	Supplementals	\$ 860,955	\$ 780,497	\$ 870,000	\$ 893,490	\$ 917,614	\$ 942,390	\$ 967,834
	113/119 e/e/o							
	Bell Coverage	\$ 41,740	\$ 49,590	\$ 60,000	\$ 61,500	\$ 63,038	\$ 64,613	\$ 66,229
	114							
	TOTAL CERTIFICATED	\$ 38,169,037	\$ 39,175,884	\$ 40,440,424	\$ 42,217,564	\$ 43,896,847	\$ 45,268,477	\$ 46,683,202
NON-CERTIFIED	Salaries	\$ 8,250,400	\$ 8,483,337	\$ 8,803,507	\$ 9,098,254	\$ 9,439,398	\$ 9,741,459	\$ 10,053,186
	141 & 150-161 e/e/o			2.60%	3.35%	3.75%	3.20%	3.20%
	Subs	\$ 332,798	\$ 224,348	\$ 346,243	\$ 353,168	\$ 360,231	\$ 367,436	\$ 374,785
	142							
	Overtime	\$ 84,451	\$ 123,567	\$ 100,000	\$ 101,000	\$ 102,010	\$ 103,030	\$ 104,060
BD OF ED	Severance	\$ 15,202	\$ 52,845	\$ 40,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
	162							
	Students	\$ 37,862	\$ 27,646	\$ 39,392	\$ 40,179	\$ 40,983	\$ 41,803	\$ 42,639
	172							
	Supplementals	\$ 212,831	\$ 229,038	\$ 230,000	\$ 230,000	\$ 230,000	\$ 230,000	\$ 230,000
BD OF ED	Field Trips	\$ 135,446	\$ 104,223	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000
	SCC 489*							
	TOTAL NON-CERTIFIED	\$ 9,068,991	\$ 9,245,004	\$ 9,649,142	\$ 9,962,602	\$ 10,312,623	\$ 10,623,728	\$ 10,944,670
	Salaries	\$ 12,125	\$ 10,250	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
	171							
BD OF ED	TOTAL BOARD OF EDUCATION	\$ 12,125	\$ 10,250	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
	GRAND TOTAL	\$ 47,250,152	\$ 48,431,138	\$ 50,104,566	\$ 52,195,166	\$ 54,224,470	\$ 55,907,205	\$ 57,642,872
		4.38%	2.50%	3.46%	4.17%	3.89%	3.10%	3.10%

**OAK HILLS LOCAL SCHOOL DISTRICT
5 YEAR FORECAST WORKSHEET
BENEFITS**

		FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 Additional 1% STRS for OHEA	FY 2022	FY 2023	FY 2024	FY 2025
STRS (3%) each year	211	\$ 5,574,584 4.5%	\$ 5,546,181 -0.5%	\$ 6,267,185 13.0%	\$ 6,455,200 3.0%	\$ 6,616,580 2.5%	\$ 6,815,077 3.0%	\$ 7,019,530 3.0%
SERS (2% each year)	221	\$ 1,466,551 3.4%	\$ 1,463,588 -0.2%	\$ 1,487,005 1.6%	\$ 1,524,181 2.5%	\$ 1,562,285 2.5%	\$ 1,601,342 2.5%	\$ 1,641,376 2.5%
MEDICAL INSURANCE	241/251	\$ 8,661,246 0.7%	\$ 8,901,759 2.8%	\$ 9,561,253 7.4%	\$ 9,876,774 3.3%	\$ 10,173,078 3.0%	\$ 10,478,270 3.0%	\$ 10,792,618 3.0%
LIFE INSURANCE (2%)	242/252	\$ 31,089 2.4%	\$ 30,211 -2.8%	\$ 32,537 7.7%	\$ 33,188 2.0%	\$ 33,852 2.0%	\$ 34,529 2.0%	\$ 35,219 2.0%
DENTAL INSURANCE	243/253	\$ 553,666 -0.1%	\$ 560,118 1.2%	\$ 578,042 3.2%	\$ 592,493 2.5%	\$ 601,380 1.5%	\$ 610,401 1.5%	\$ 619,557 1.5%
MEDICARE	249/259	\$ 633,719 4.4%	\$ 654,759 3.3%	\$ 671,911 2.6%	\$ 685,349 2.0%	\$ 699,056 2.0%	\$ 713,037 2.0%	\$ 727,298 2.0%
WORKERS COMP ** begin self-insurance 1-1-11	261/262	\$ 146,431 -25.9%	\$ 191,584 30.8%	\$ 185,000 -3.4%	\$ 186,018 0.6%	\$ 187,041 0.6%	\$ 188,069 0.6%	\$ 189,104 0.6%
UNEMPLOYMENT (CONTINGENCY)	281/282	\$ 9,085 -12.5%	\$ 22,109 143.4%	\$ 50,000 126.2%	\$ 20,000 -60.0%	\$ 20,000 0.0%	\$ 20,000 0.0%	\$ 20,000 0.0%
SOCIAL SECURITY	223	\$ 606	\$ 504	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900
TOTAL		\$ 17,076,977 1.9%	\$ 17,370,815 1.7%	\$ 18,833,834 8.4%	\$ 19,374,102 2.9%	\$ 19,894,171 2.7%	\$ 20,461,626 2.9%	\$ 21,045,601 2.9%

Hamilton County (Recent Elections)

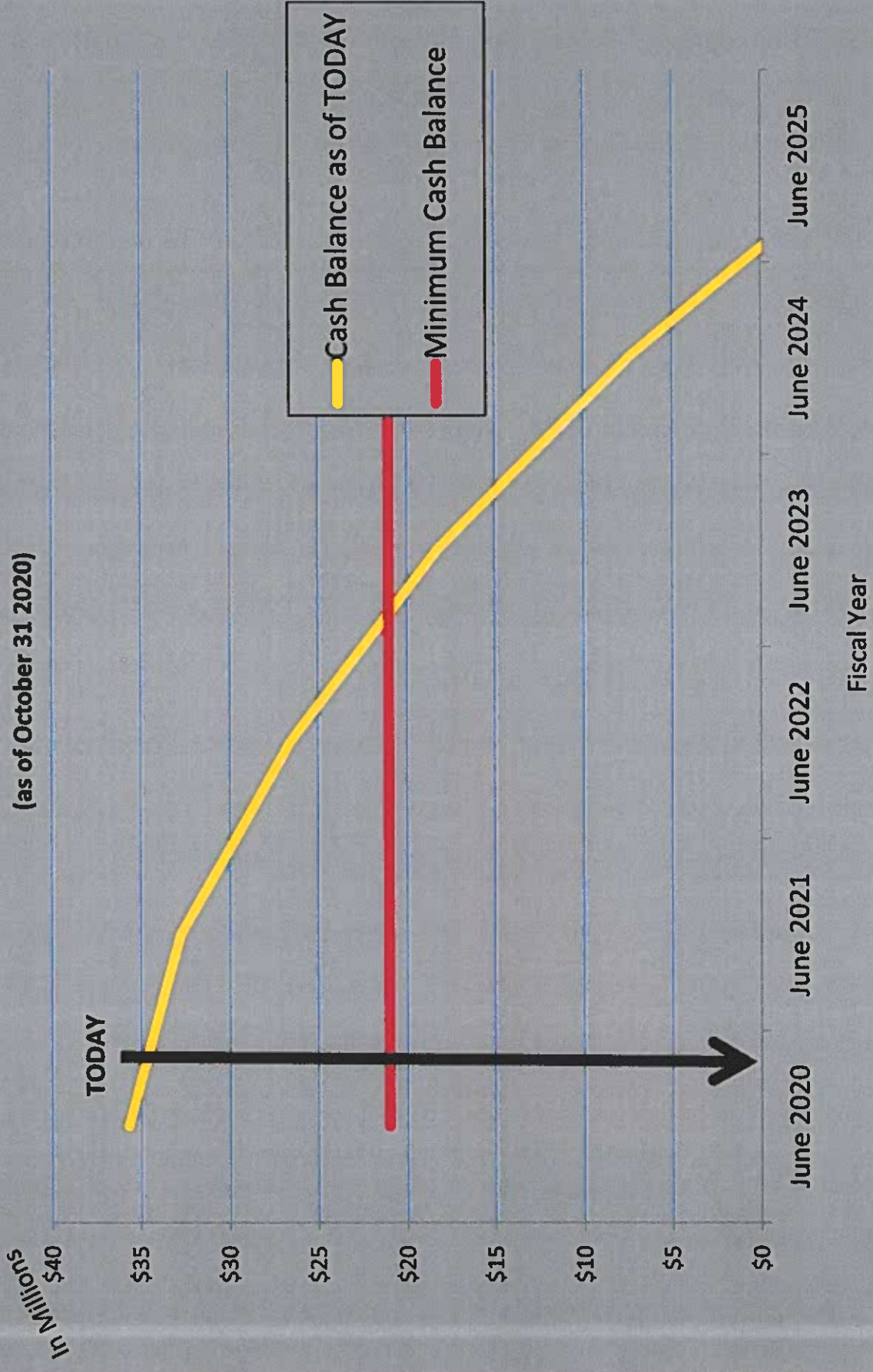
---- Cash Balances & True Days Cash ----

	June 2019	June 2020	TODAY June 2021	June 2022	June 2023	June 2024	June 2025
Oak Hills (not on ballot)							
Expenditures	\$ 74,693,886	\$ 76,235,631	\$ 80,336,645	\$ 83,112,246	\$ 86,002,755	\$ 88,606,241	\$ 91,289,749
Cash Balance	\$ 36,680,006	\$ 35,692,757	\$ 32,738,853	\$ 26,578,755	\$ 18,284,169	\$ 7,484,335	\$ (5,536,083)
True Days	179	171	149	117	78	31	(22)
Northwest - 7.5 mill							
Nov 2019							
Expenditures	\$ 94,778,067	\$ 97,087,247	\$ 100,459,803	\$ 104,042,048	\$ 107,849,304		Even with a PASSED LEVY in Nov 2019.. \$2.5 Million in Cuts
Cash Balance	\$ 26,394,698	\$ 17,994,912	\$ 6,698,316	\$ (7,781,896)	\$ (25,842,233)		
True Days	102	68	24	(27)	(87)		
Forest Hills - 4.7 mill							
Nov 2019							
Expenditures	\$ 86,061,236	\$ 85,693,537	\$ 88,456,035	\$ 91,408,018	\$ 94,441,637		Even with a PASSED LEVY in Nov 2019.. \$800k in Cuts.. another levy
Cash Balance	\$ 10,185,168	\$ 5,711,019	\$ (430,486)	\$ (9,002,457)	\$ (20,311,477)		
True Days	43	24	(2)	(36)	(79)		
Princeton - 4.25 mill							
Nov 2019							
Expenditures	\$ 83,192,501	\$ 85,648,194	\$ 86,742,939	\$ 89,790,201	\$ 92,994,491		\$1.5m in reductions & changed hiring procedures for experience
Cash Balance	\$ 39,462,472	\$ 30,792,044	\$ 21,165,130	\$ 8,467,421	\$ (8,124,781)		
True Days	173	131	89	34	(32)		
Loveland - 6.95							
March 2020							
Expenditures	\$ 52,972,596	\$ 54,639,521	\$ 56,982,514	\$ 59,201,716	\$ 61,747,740		Failed Levies & reductions of \$2.7m + 25 additional staff positions
Cash Balance	\$ 15,186,342	\$ 11,517,338	\$ 5,835,677	\$ (1,628,750)	\$ (11,402,309)		
True Days	105	77	37	(10)	(67)		
Mason - 4.71 mill							
March 2020							
Expenditures	\$ 115,645,000	\$ 115,645,000	\$ 118,341,080	\$ 116,593,110	\$ 123,803,508		\$552k reductions & staff agreed to a 2% wage reduction
Cash Balance	\$ 33,161,000	\$ 33,161,000	\$ 21,325,048	\$ 11,839,946	\$ 11,656,417		
True Days		105	66	37	34		
Winton Woods - 6.95 mill							
Nov 2020							
Expenditures	\$ 51,718,165	\$ 52,220,000	\$ 56,220,000	\$ 56,920,000	\$ 58,570,000		
Cash Balance	\$ 19,436,687	\$ 17,816,799	\$ 15,221,299	\$ 7,776,299	\$ (418,701)		
True Days	137	125	99	50	(3)		

Oak Hills Local School District

Current Cash Balance

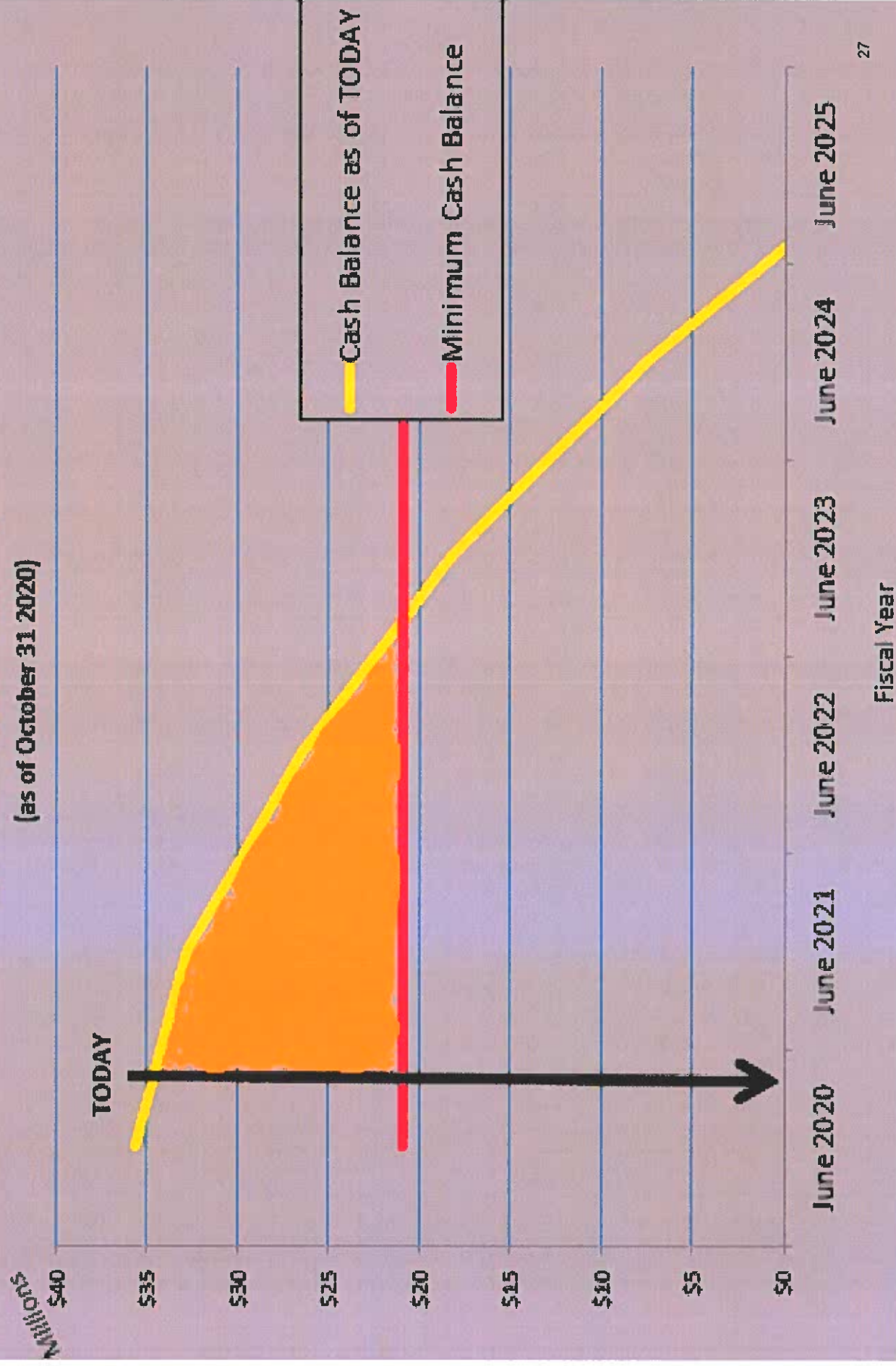
(as of October 31 2020)



Oak Hills Local School District

Current Cash Balance

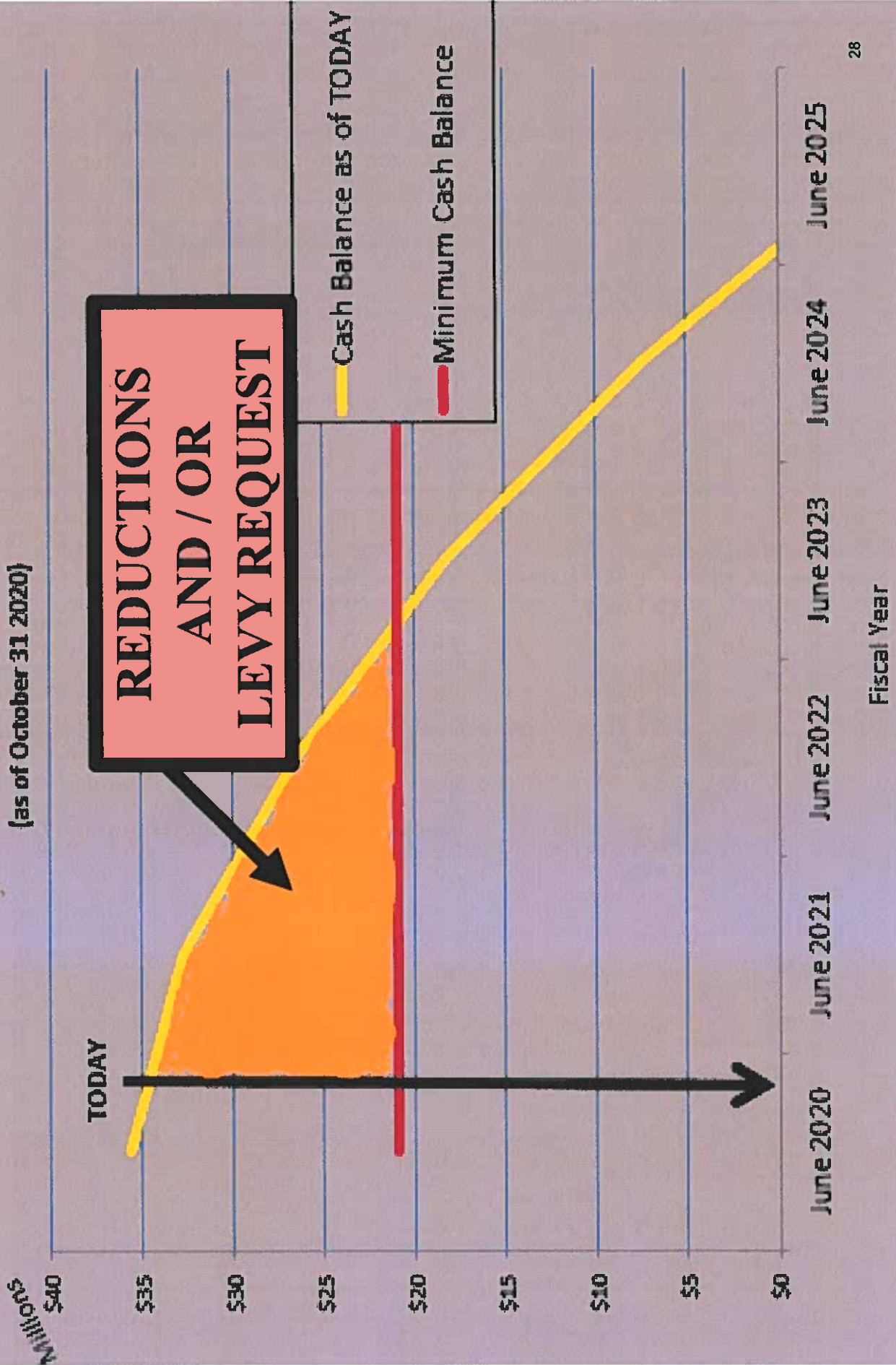
(as of October 31 2020)



Oak Hills Local School District

Current Cash Balance

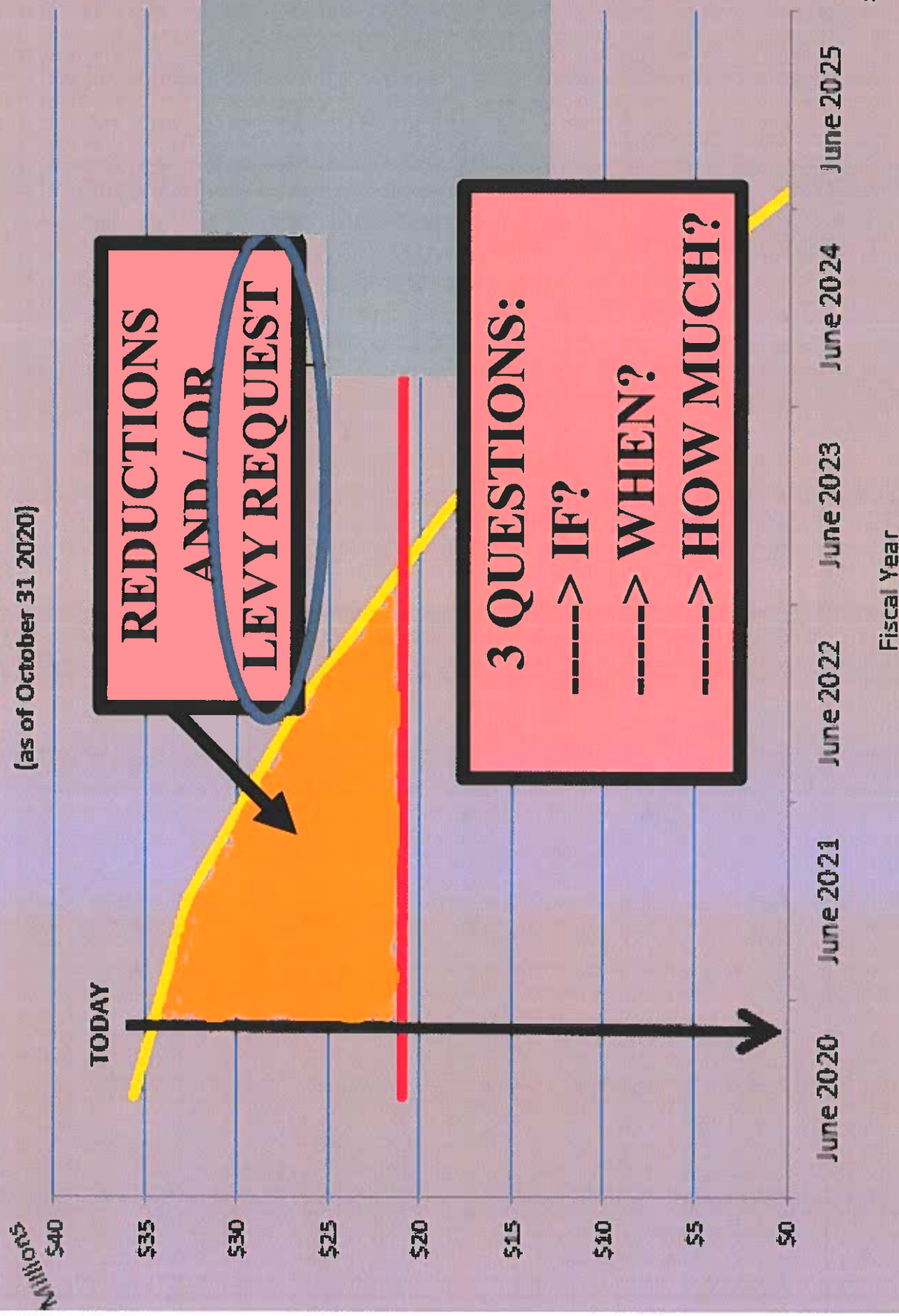
(as of October 31 2020)



Oak Hills Local School District

Current Cash Balance

(as of October 31 2020)



From the Treasurer

State Cuts, COVID Costs, and the Year Ahead

The coronavirus has not only altered school schedules and cancelled activities, it has also affected the financial picture of school districts across the nation. We asked Treasurer Steve Bain to share some thoughts on the pandemic's impact on the Oak Hills Local School District and also to discuss deficit spending and the financial challenges OHLSD will face this year.

For Mr. Bain's review of Fiscal Year 2020, go to www.ohlsd.us, click on "Departments and Treasurer/Finance," and then on "Financial Update."

Financially speaking, what has been the biggest effect of COVID-19?

It was the unexpected reduction of 5 percent of our state funding in May, which was never predicted. It's a cause of concern for our immediate financial picture, but also for our financial picture moving forward.

Along with that, it's the uncertainty of the future, of having 40 percent of your revenue — the state contribution — with no stability. This reduction affects all areas of your operations and quickly depletes your savings account.

As we begin the 2020-21 school year, what are your biggest concerns?

Certainly staff and student safety is at the top of the list. From the financial realm, it's the uncertainty. We had anticipated a 1 percent increase in spring 2019 from the state, based on the communication we received. Instead, we were faced with a reduction of 6 percent.

In 2018, we were anticipating deficit spending and that came to fruition. Our expenditures are outpacing our revenues. A resident may think expenditures are not being monitored, but that's not the case — revenue is the issue. Revenues have been stagnant, and then reductions from the state were another kick in the gut.

Staffing is always the biggest expenditure. Staffing is always a challenge, and finding substitutes this year is especially a challenge. Oak Hills joined a pool with other Hamilton County districts, and that has increased the number of our substitute educational aides. We only had 60; now we have a countywide and regional pool. We moved this direction with substitute teachers several years ago, and it has proven beneficial.

Another concern: Some of the departments that have previously been fully or mostly self-sustaining now could require support from our general fund — support from our taxpayers. That includes food service and athletics. In the past, food service did not require a dime of taxpayer support but if you have to close a school district for several months, it impacts their revenue. In athletics, with 75 percent of the overall budget coming from ticket sales, not having fans in the seats is a major concern.

As you mentioned, deficit spending was predicted and is part of the financial cycle for most school districts — it occurs when a district is spending more than it is receiving for a one-year period, thereby depleting a savings account. Can you talk about the factors that led to deficit spending here?

The last time the community financially supported our district with additional funding was in 2013. We committed that those funds would last five years, and now it's 2020 — seven years later — and we're still stretching those dollars. Meanwhile, we've seen reductions in state funding along with growth in some expenses that are out of our control, including vouchers and unfunded mandates. We accept and welcome all students, but we realize there are higher expenditures depending on the student's needs. About 14 percent, or nearly 1,200 of our students have special needs. We take extreme pride in serving our students with special needs, and our reputation for that service is second to none. For many of those students, state law requires one-on-one staff support. This truly is an unfunded mandate because the state does not fund us dollar for dollar. Another flaw in the state system is evident in vouchers and open enrollment options. The state deducts more than \$6,000 in state funding for each student who enrolls in charter schools or, through open enrollment, in other school districts — even though we only receive about \$3,700 for each of those students. Students with special needs can also receive vouchers to attend non-public schools, and state law requires our district to fund these student choices.

Staffing accounts for 87 percent of our budget. Health-care costs continue to be a roller coaster. We educate our staff on health-care costs but it continues to be a roller coaster. In order to remain competitive with other districts and continue to attract high-quality staff, our team studies the markets and compensates our staff accordingly. Negotiated agreements have also resulted in increases to our expenditures.

Nine percent of our budget is fixed costs, like utilities and vouchers. With 87 percent for staff and 9 percent for fixed costs, 96 percent of our budget is set, meaning we have little flexibility with our expenditures.

On the revenue side, we've seen state reductions along with little or no growth in property values. Casino revenues — which made up 1 percent of our budget — have been slashed. Revenue from the rental of our facilities has been slashed. We have pay-to-play for athletics, but when we're not in session, that is not collected. We have waivers for fees from families who have experienced personal financial challenges. Our revenue has increased by only 0.7 percent and 0.2 percent in 2019 and 2020, respectively. The revenue has simply not grown on track with expenditures.

How have athletics and things like field trips and extracurriculars been impacted by the pandemic?

I want to provide a clear understanding on how our district operates with regards to this question. Field trips are an extremely important part of a student's experience. Right now — because of state guidelines — they're not happening. Field trips don't require tax dollars; students either fundraise, or families issue payment. But while field trips are not materially affecting the district, they represent opportunities students are not having — another kind of loss. In athletics, lost tickets sales are a main funding artery clogged up or cut off altogether. Students participating in band or orchestra, the arts and clubs are struggling to fundraise because of the current economic climate.

From the Treasurer

State Cuts, COVID Costs, and the Year Ahead (Continued)

As you oversee district finances, what factors will you be watching this year?

First and foremost, the overall state economy and some mandates regarding the pandemic. Unfortunately, we don't know what the next two years of our budget will look like before the state budget process starts. So I'll be watching indicators of what 40 percent of our budget will look like with the state legislature, which will be from winter into early spring.

In our district, 225 students elect a voucher. I'll be keeping an eye on state funding for the voucher system, which deducted \$2.6 million in Fiscal Year 2020 from our district.

I'll also be looking at the local economy. With our district being 90 percent residential, we have to put ourselves in the shoes of the 10 percent of our community that represents industries and businesses. That 10 percent does so much for our district — the Sports Stag, sponsorships, advertising. That support becomes more challenging for local businesses as they deal with their own economic concerns. We're grateful for our local business partners, and we feel for what they're going through.

The Census is also a factor to consider since it will also drive future federal funds. Decisions made at the state and federal levels may affect occupancy or home ownership, which in turn will affect our district.

Many financial topics are complex, and some can be confusing. Is there any issue where you'd like to add some clarity?

Grant funding and the CARES Act. Many folks have read about funding from the CARES Act (Coronavirus Aid, Relief, and Economic Security Act), and they wonder if there's relief for school districts. We did receive a grant that represented about 1 percent of our budget, but from what we've been told, it's only one-time funding. While the state has said we'll receive a reduction in funding for at least the next fiscal year, the CARES funding is one-time only and most has been spent on PPE. While we are grateful for this funding, it is meant as temporary relief from some of the added costs districts face from COVID-19. It does not present long-term support for any district, or cover regular operating costs.

So what are the next steps, financially — what's in OHLSD's future?

It's important for us to step back and say we were in the process of a strategic plan and the pandemic occurred. It involved stakeholder input into our plan and it affects what our future will look like. When homeowners want to change their financial picture, they have three options. They can add to it, maybe by taking an extra job. They can reduce, maybe by not going out to eat as much. Or they can borrow. For school districts to change their financial picture, they would have to add funding or reduce spending. Borrowing is not an option. Adding money would mean going to the community because 60 percent of our budget comes from the community, or there could be reductions. With 87 percent of our budget going to staffing, it would likely mean reductions in staffing.

As we consider our financial plans, I believe it's helpful for us to remind our community and all our stakeholders that out of the 23 Hamilton County school districts, no other district spends less than Oak Hills while producing as high a level of results, according to the Ohio Department of Education.



OAK HILLS LOCAL SCHOOL DISTRICT

P.I. FUND FY 20 - FY 25

5 YEAR FORECAST

	ACTUAL FY 2019	ACTUAL FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Beginning Cash Balance	\$ 3,002,087	\$ 2,747,358 \$ 5,161,434	\$ 2,300,544	\$ 1,896,132	\$ 1,247,059	\$ 1,142,464	\$ 1,257,523
REVENUE							
Real Estate Taxes	\$ 4,230,258	\$ 4,307,207	\$ 4,328,743	\$ 4,350,387	\$ 4,372,139	\$ 4,383,069	\$ 4,394,027
Homestead and Rollback	\$ 678,257	\$ 675,898	\$ 681,981	\$ 688,119	\$ 694,312	\$ 700,561	\$ 706,866
REA Refund & Property Sale (Eben/Lawr)	\$ 166,949	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ 10,187	\$ 178,329	\$ 8,000	\$ 5,000	\$ -	\$ -	\$ -
Total Revenue	\$ 5,085,651	\$ 5,161,434	\$ 5,018,724	\$ 5,043,506	\$ 5,066,451	\$ 5,083,630	\$ 5,100,893
Available Cash	\$ 8,087,738	\$ 7,908,792	\$ 7,319,268	\$ 6,939,638	\$ 6,313,509	\$ 6,226,094	\$ 6,358,416
EXPENDITURES							
Salaries	\$ 588,257	\$ 605,940	\$ 617,300	\$ 630,881	\$ 644,760	\$ 658,945	\$ 673,442
Benefits	\$ 224,910	\$ 226,549	\$ 242,877	\$ 250,163	\$ 257,668	\$ 265,398	\$ 273,360
OPERATIONS							
Roofs	\$ 900,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 780,000
Equipment	\$ 350,000	\$ 350,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 163,000
Pavements / Tuckpoint / Other	\$ 438,438	\$ 191,523	\$ 238,542	\$ 148,476	\$ 314,769	\$ 138,338	\$ 100,000
Chiller & Water Tower Pumps	\$ -	\$ -	\$ 240,000	\$ 820,000	\$ -	\$ 190,000	\$ -
Boilers	\$ -	\$ -	\$ -	\$ -	\$ 325,000	\$ -	\$ -
Maintenance/Site Improvement	\$ 134,942	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
TECHNOLOGY							
VARIET expires 6/30/21	\$ 604,800	\$ 623,541	\$ 642,248	\$ 661,515	\$ 681,360	\$ 700,000	\$ 720,000
Chromebooks / Access Points / Equip	\$ 480,200	\$ 1,371,250	\$ 686,250	\$ 505,000	\$ 535,000	\$ 500,000	\$ 1,079,500
TEXTBOOKS							
	\$ 251,602	\$ 200,363	\$ 500,000	\$ 400,000	\$ 200,000	\$ 200,000	\$ 500,000
TRANSPORTATION - Buses / Vehicles							
	\$ 277,000	\$ 340,000	\$ 278,000	\$ 328,000	\$ 336,000	\$ 344,000	\$ 352,000
SPECIAL EDUCATION							
	\$ -	\$ 15,000	\$ 43,300	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
ATHLETICS							
Stadium Lights 2018 / Track Surface 2019	\$ 137,745	\$ -	\$ 75,619	\$ 75,619	\$ -	\$ -	\$ -
Fitness Equipment	\$ 75,619	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TREASURER							
Other - Aud/Treas Fees	\$ 52,721	\$ 56,000	\$ 67,713	\$ 68,000	\$ 68,000	\$ 68,000	\$ 68,000
8.5 Acres - JF Dulles	\$ 340,152	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service & Lease/Purchase							
\$4.1m - HB264 Energy Cstv (15 Yr / 2.7%) 2015	\$ 337,525	\$ 332,575	\$ 332,575	\$ 332,525	\$ 336,994	\$ 334,963	\$ 331,788
\$708k - LED Project (15 Yr / 2.91%) 2019	\$ -	\$ 70,470	\$ 59,293	\$ 59,115	\$ 59,893	\$ 59,627	\$ 59,332
\$2.6m - Auditorium - (30 Yr / 4.5%) 2015	\$ 146,469	\$ 149,419	\$ 149,419	\$ 148,285	\$ 146,600	\$ 149,300	\$ 146,900
Total Expenditures	\$ 5,340,380	\$ 5,608,248	\$ 5,423,136	\$ 5,692,579	\$ 5,171,045	\$ 4,968,571	\$ 5,362,322
Excess of Revenue over/under Expended	\$ (254,729)	\$ (446,814)	\$ (404,412)	\$ (649,073)	\$ (104,594)	\$ 115,058	\$ (261,430)
Ending Cash Balance	\$ 2,747,358	\$ 2,300,544	\$ 1,896,132	\$ 1,247,059	\$ 1,142,464	\$ 1,257,523	\$ 996,093
P.I. Outstanding Encumbrances at June 30	\$ 200,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000

Recommended Cash Balance of \$1m

** Over 75% of the P.I. Forecast generated by John Beckemeyer, Bridgette Ridley, Tim Cybulski, Jason Nash, Christian Long & Ben Hageman

Permanent Improvement - Department Expenditure Summary (as of Oct 2020)

Expenditures	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25
Transportation - (Jason Nash)							
Capital Outlay - buses / vehicles - FY20 - 24	\$ 277,000 (2 buses/3 vehicles)	\$ 340,000 (3 buses/2 vehicles)	\$ 278,000 (3 buses/2 vehicles)	\$ 328,000 (3 buses/2 vehicles)	\$ 336,000 (3 buses/2 vehicles)	\$ 344,000 (3 buses/2 vehicles)	\$ 352,000 (3 buses/2 vehicles)
Operations Equipment (formerly Maintenance) (John Beckemeyer)							
	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Bldg Improvement (John Beckemeyer)							
Pavement / Tuckpoint / Other	\$ 438,438	\$ 191,523	\$ 238,542	\$ 148,476	\$ 314,769	\$ 138,338	\$ 213,000
Chillers / Water Tower	\$ -	\$ -	\$ 240,000	\$ 820,000	\$ -	\$ 190,000	\$ -
Roofs / Other	\$ 1,250,000	\$ 1,250,000	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000	\$ 1,245,000	\$ 830,000
	\$ 1,688,438 (Oakdale / JFD / High School)	\$ 1,441,523	\$ 1,628,542 (Spr. Trans. Arches, RMS)	\$ 2,118,476 (OHHS, COH, DMS, Oak, Del)	\$ 1,789,769 (RRMS, OHHS, RMS, DMS)	\$ 1,573,338 (DMS, JFD, Oak, RRMS)	\$ 1,043,000 (COH, RMS, DMS, RRMS, DO)
Technology (Bridgette Ridley / Christian Long)							
Chromebooks/Laptops/Access Points	\$ 480,200	\$ 1,371,250	\$ 686,250	\$ 505,000	\$ 535,000	\$ 500,000	\$ 1,079,500
VARtek Contract (expires June 2021)	\$ 604,800	\$ 623,541	\$ 642,248	\$ 661,515	\$ 681,360	\$ 700,000	\$ 720,000
	\$ 1,085,000 (VARtek Yr 3 of 3) - Chromebooks Gr 9-12	\$ 1,994,791 (Chromebooks Gr 1,5,9 Staff - ES, MS, Admin)	\$ 1,328,498 (Chromebooks Gr 1,5,9 Staff - HS)	\$ 1,166,515 (Tech Contract TBD) Chromebooks Gr 1,5,9	\$ 1,216,360 (Chromebooks Gr 1,5,9 Start Switch Replacement Cycle K-8 Wireless Upgrade)	\$ 1,200,000 (Chromebooks Gr 1,5,9 Switch Replacement Classroom Display Solutions)	\$ 1,799,500 (Chromebooks Gr 1,5,9 Switch Replacement HS wireless upgrade K-8/Admin/Secretaries)
Curriculum (Tim Cybulski)							
	\$ 251,602 (ELA)	\$ 200,000 (ELA)	\$ 500,000 (Math)	\$ 400,000 (Science)	\$ 200,000 (TBD)	\$ 200,000 (TBD)	\$ 500,000 (TBD)
Treasurer (Steve Bain)							
Land	\$ 212,652	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other / Auditor Fees / Refinancing Fees	\$ 55,000	\$ 56,000	\$ 67,713	\$ 68,000	\$ 68,000	\$ 68,000	\$ 68,000
Debt -- LED Project - 2019	\$ -	\$ 70,470	\$ 59,293	\$ 59,115	\$ 59,893	\$ 59,627	\$ 59,332
Debt -- HB 264 - Energy - 2016	\$ 337,525	\$ 332,575	\$ 332,575	\$ 332,525	\$ 336,994	\$ 334,963	\$ 331,788
Debt -- HS Auditorium	\$ 146,469	\$ 149,419	\$ 149,419	\$ 148,285	\$ 146,600	\$ 149,300	\$ 146,900
Total	\$ 751,646	\$ 608,463	\$ 609,000	\$ 607,925	\$ 611,487	\$ 611,890	\$ 606,020
Special Education (Tim Cybulski)							
	\$ -	\$ 15,000	\$ 43,300	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Athletics (included in Site Improvement)							
Fitness Equipment	\$ 213,364	\$ 75,619	\$ 75,619	\$ 75,619	\$ -	\$ -	\$ -

** Bidg Furniture to be included in Maintenance Budget
** Funding may be allocated to Athletics or other clubs if needed.

2020/2021 MIDTERM EXAM SCHEDULE

<i>Time</i>	<i>January 20th Wednesday</i>	<i>January 21st Thursday</i>	<i>January 22nd Friday</i>
8:00-9:30	1st bell exam	3rd bell exam	5th bell exam
9:30-9:35	Transition	Transition	Transition
9:35-11:05	2nd bell exam	4th bell exam	6th bell exam

*******7th Bell exam will be from 1:05 - 2:35pm on Tuesday, January 19th, 2021**

11:10 - 12:10 - Teacher Lunch Time

12:10 - 2:10 - Teacher Meeting Time

2:10 - 3:00 - Teacher grading/work time

ook	Policy Manual
ection	November 2020
itle	Copy of EVALUATION OF PRINCIPALS AND OTHER ADMINISTRATORS
ode	po1530
tatus	
egal	R.C. 3319.02, 3319.111, 3319.112, 4117.01
adopted	June 3, 2019

530 - EVALUATION OF PRINCIPALS AND OTHER ADMINISTRATORS

Application

This policy shall apply to all persons employed by the Board of Education in a position requiring licensure as an administrator. This definition includes school counselors but includes professional pupil services personnel and administrative specialists (or equivalent positions) who spend less than fifty percent (50%) of their time teaching or otherwise working directly in the presence of students.

This policy shall also apply to all persons employed in positions not requiring administrative licensure, but whose job duties enable them to be considered either a "supervisor" or "management level employee" as defined in R.C. 4117.01.

Procedures

General Requirements

The Superintendent shall implement a program of regular evaluation for all administrative personnel which includes the following elements:

- A. The evaluation process shall fairly attempt to measure the administrator's effectiveness in performing the duties set forth in his/her job description.
- B. A written evaluation document shall be produced for each evaluation. Each administrator shall be evaluated at least once annually.
- C. The evaluation shall be conducted by the Superintendent or his/her designee (such designation may be oral or in writing) prior to the Board's consideration of contract renewal or non-renewal, the Superintendent shall review the results of the evaluation process with the Board.

Specific Requirements for Building Principals and Assistant Principals

In addition to the above, procedures for the evaluation of District building principals and assistant principals will be based upon comparable standards as set forth in the policy adopted by the Board for the evaluation of teachers pursuant to R.C. 3319.111, ~~which adopts the Ohio Teacher Evaluation System (OTES)~~ but tailored to address the duties and responsibilities of building principals and assistant principals and the environment in which they work. The Superintendent is authorized to develop administrative guidelines for the procedural and substantive evaluation of building principals and assistant principals consistent with this policy and State law and is further authorized to access the Ohio Principal Evaluation System (OPES) model as a resource in the development and maintenance of an evaluation process ~~which is weighted equally on student growth measures and performance on the standards of the profession for principals and assistant principals.~~

Evaluation Instruments

The Superintendent may, in his/her discretion, utilize a single evaluation instrument for all administrative positions not subject to evaluation under OPES, instruments particularized for each position, or a combination of both types of instruments.

Evaluation instruments shall be developed and/or utilized by the Superintendent as s/he may determine in his/her best professional judgment and may be modified from time-to-time by the Superintendent in the exercise of such professional judgment. Specific Board approval of the evaluation instruments or modifications to such instruments shall not be required.

Basis for Evaluation

Each evaluation shall fairly attempt to measure the administrator's effectiveness in performing the duties of his/her job description.

and other relevant information which is within the knowledge of or brought to the attention of the evaluator. Out-of-school conduct may be considered if such conduct ~~impacts~~~~impairs~~ the individual's effectiveness as an administrator or as a role model for students and staff.

Observations and Conferences

A pre-evaluation conference may be conducted if deemed necessary or advisable by the evaluator.

Formal observations may be made of the administrator, either announced or unannounced, but shall not be a required element of the evaluation process except for principals and assistant principals who are subject to OPES. Whether formal observations are deemed appropriate to other administrative positions shall be determined by the evaluator on a case-by-case basis.

Following any formal observations and/or gathering of other evaluative data, and before finalizing any evaluation report, the evaluator shall arrange a post-evaluation conference at which the results of the evaluation process are discussed with the administrator. To the extent that any weaknesses or deficiencies have been identified in the evaluation process, the evaluator shall offer suggestions for improvement. Identified weaknesses and suggestions for improvement shall be identified in the evaluation report, but shall not be a required element of any evaluation. However, for principals and assistant principals, the requirements of OPES shall apply in determining the need for growth and/or improvement plans.

A final written evaluation report shall be produced in a manner deemed appropriate by the evaluator, in consultation with the administrator. This evaluation report may be combined with the evaluation instruments, or may be a separate document. The evaluation report shall be signed and dated by the administrator and the evaluator at the conclusion of the post-evaluation conference. The signature of the administrator shall not necessarily indicate that s/he agrees with the evaluator's comments or conclusions, but only that s/he has been made aware of such comments or conclusions. A copy of the evaluation report shall be provided to the administrator.

~~The final evaluation report for an administrator in the last year of his/her contract shall include the Superintendent's intended recommendation to the Board concerning the renewal or non-renewal of the contract.~~

Number and Timing of Evaluations

A. Administrator Not in Final Year of Contract

An administrator not in the final year of his/her contract shall be evaluated at least once during the school year. A written copy of the evaluation report shall be provided to the administrator no later than the end of the administrator's contract year as defined by the administrator's annual salary notice.

B. Administrator in Final Year of Contract

An administrator whose contract is due to expire at the conclusion of the current school year shall have at least one (1) preliminary evaluation and one (1) final evaluation during such year. A written copy of the preliminary evaluation report shall be provided to the administrator at least sixty (60) days prior to any Board action on the renewal or non-renewal of the contract. A written copy of the final evaluation report shall be provided to the administrator at least five (5) days prior to any Board action on the renewal or non-renewal of the contract.

The final evaluation report for an administrator in the last year of his/her contract shall include the Superintendent's intended recommendation to the Board concerning the renewal or non-renewal of the contract. The Board will consider the evaluation results when deciding whether to renew or not renew an administrator's contract.

Meeting with Board

Each administrator shall be provided the opportunity to meet with the Board in executive session prior to the Board's action on his/her contract. In this meeting, the Board shall discuss its reasons for considering the renewal or non-renewal of the contract. The administrator may be accompanied by a representative of his/her choosing at the meeting. However, no witnesses or other persons may appear with or on behalf of the administrator without the express permission of the Board.

Written notice of the right to have such a meeting with the Board shall be provided in accordance with law to each administrator whose contract is expiring at the conclusion of the current school year.

Written Rebuttal

The administrator may, at any time following the receipt of an evaluation report, submit a written rebuttal, not to exceed three (3) pages in length, which shall be promptly attached to the evaluation report and any copies of the evaluation report which are retained in the District's records or submitted to the Board for its consideration.

Legal Effect

This policy and the procedures contained herein shall not create a legal expectancy of continued employment or a property interest in continued employment, and shall not be deemed a part of any individual administrator's contract or otherwise a contractual obligation of the

to the extent that any of the procedures contained herein exceed the requirements of Ohio law, such procedures shall not be construed as a pre-condition to contract non-renewal and shall not prevent the Board from proceeding with a contract non-renewal which otherwise satisfies the minimum requirements of Ohio law.

Neola ~~2020~~2016

Book	Policy Manual
Effective Date	November 2020
Title	Copy of REMOVAL, SUSPENSION, EXPULSION, AND PERMANENT EXCLUSION OF STUDENTS
Code	po5610
Status	
Legal	R.C. 2919.222, 3313.534, 3313.649, 3313.66, 3313.661, 3313.662, 3313.663 R.C. 3313.664, 3313.668, 3321.13 (B)(3) and (C), 3327.014 18 U.S.C. Section 921 20 U.S.C. 3351, 20 U.S.C. 7151, 20 U.S.C. 8921
Adopted	June 3, 2019

5610 - REMOVAL, SUSPENSION, EXPULSION, AND PERMANENT EXCLUSION

The Board of Education recognizes that exclusion from the educational program of the schools, whether by emergency removal, out-of-school suspension, expulsion, or permanent exclusion, is the most severe sanction that can be imposed on a student in this District, and one that cannot be imposed without due process. However, the Board has zero tolerance of violent, disruptive or inappropriate behavior by its students.

No student is to be removed, suspended out-of-school, expelled and/or permanently excluded unless his/her behavior represents misconduct as specified in the Student Code of Conduct/Student Discipline Code approved by the Board. The Code shall also specify the procedures to be followed by school officials when implementing such discipline. In determining whether a student is to be suspended or expelled, District administrators shall use a preponderance of evidence standard. In addition to the procedural safeguards and definitions set forth in this policy and the student/parent handbook, additional procedures and considerations shall apply to students identified as disabled under the IDEA, ADA, and/or Section 504 of the Rehabilitation Act of 1973. (See Policy 5605 - Suspension/Expulsion of Students with Disabilities.)

Students may be subject to discipline for violation of the Student Code of Conduct/Student Discipline Code even if that conduct occurs on property not owned or controlled by the Board but where such conduct is connected to activities or incidents that have occurred on property owned or controlled by the Board, or conduct that, regardless of where it occurs, is directed at a District official or employee, or the property of such official or employee.

For purposes of this policy and the Student Code of Conduct/Student Discipline Code, the following shall apply:

- A. "Emergency removal" shall be the exclusion of a student who poses a continuing danger to District property or persons in the District or whose behavior presents an on-going threat of disrupting the educational process provided by the District. (See Policy 5610.03 "Emergency Removal")
- B. "Suspension" shall be the temporary exclusion of a student by the Superintendent, principal, assistant principal, or any other administrator from the District's instructional program for a period not to exceed ten (10) school days. Suspension shall not extend beyond the current school year, if at the time a 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 another alternative consequence for a number of hours equal to the remaining part of the period of the suspension. The student shall be required to begin such a community service program or alternative consequence during the first full week day of summer break.

In the event, the student fails to complete the required community service or the assigned alternative consequence, the Superintendent may determine the next course of action. Such course of action, however, shall not include requiring the student to serve the remaining time of the suspension at the beginning of the following year.

The procedures for suspension are set forth in the Student Code of Conduct/Student Discipline Code and Policy 5611 - Due Process Rights.

A student who is suspended shall be permitted to complete any classroom assignments missed because of the suspension.

- C. "Expulsion" shall be the exclusion of a student from the schools of this District for a period not to exceed the greater of eighty (80) school days or the number of school days remaining in a semester or term in which the incident that gives rise to the expulsion takes place or for one (1) year as specifically provided in this policy and the Student Code of Conduct/Student Discipline Code. Only the Superintendent may expel a student. The procedures for expulsion are set forth in the Student Code of Conduct/Student Discipline

When making a determination whether or not a student will be expelled or permanently excluded under this policy, the Superintendent shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315 - Information Management (i.e. "Litigation Hold")) created and/or received as part of an investigation.

The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law (e.g., R.C. 3319.321) – e.g., student records and confidential medical records.

The documents, ESI, and electronic media (as defined in Policy 8315) shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.

1. Firearm or Knife

Unless a student is permanently excluded from school, the Superintendent shall expel a student from school for a period of one (1) year for bringing a firearm or knife capable of causing serious bodily injury to a school building or on to any other property (including a school vehicle) owned, controlled, or operated by the Board, to an interscholastic competition, an extra-curricular event, or to any other school program or activity that is not located in a school or on property that is owned or controlled by the Board, except that the Superintendent may reduce this period on a case-by-case basis in accordance with this policy. Similarly, the Superintendent shall expel a student from school for a period of one (1) year for possessing a firearm or knife capable of causing serious bodily injury at school or on any other property (including a school vehicle) owned, controlled, or operated by the Board, at interscholastic competition, an extra-curricular event, or at any other school program or activity that is not located in a school or on property that is owned or controlled by the Board, except the Superintendent may reduce this period on a case-by-case basis in accordance with this policy. The expulsion may extend, as necessary, into the school year following the school year in which the incident that gives rise to the expulsion takes place. The Superintendent shall refer any student expelled for bringing a firearm (as defined in 18 U.S.C. 921(a)(3)) or weapon to school to the criminal justice or juvenile delinquency system serving the District.

A firearm is defined as any weapon, including a starter gun, which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any firearm muffler or silencer, or any destructive device. A destructive device, includes, but is not limited to any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than four (4) ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or other similar device.

A knife capable of causing serious bodily injury is defined as any weapon or cutting instrument consisting of a blade fastened to a handle; a razor blade; or any similar device (including sharp, metal martial arts weapons such as ninja throwing stars) that is used for, or is readily capable of, causing death or serious bodily injury.

The Superintendent may, in his/her sole judgment and discretion, modify or reduce such expulsion in writing, to a period of less than one(1) year, on a case-by-case basis, upon consideration of the following:

- a. Applicable State or Federal laws and regulations relating to students with disabilities (for example, where the incident involves a student with a disability and the misconduct is determined by a group of persons knowledgeable about the child to be a manifestation of the student's disability);
- b. The degree of culpability given the age of the student and its relevance to the misconduct and/or punishment and/or evidence regarding the probable danger posed to the health and safety of others, including evidence of the student's intent and awareness regarding possession of the firearm or knife capable of causing serious bodily injury; and/or
- c. The academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.

2. Violent Conduct

If a student commits an act at school, on other school property, at an interscholastic competition, extra-curricular event, or any other school program or activity and the act:

- a. would be a criminal offense if committed by an adult;

and

- b. results in serious physical harm to person(s) as defined in R.C. 2901.01(A)(5), or to property as defined in R.C. 2901.01(A)(6)

the Superintendent may expel the student for a period of up to one (1) year. The Superintendent may extend the expulsion into the next school year or reduce the expulsion as necessary on a case-by-case basis as specified below. The

The Superintendent may, in his/her sole judgment and discretion, reduce such expulsion to a period of less than one (1) year, on a case-by-case basis, upon consideration of the following:

1. applicable State or Federal laws and regulations relating to students with disabilities (for example, where the incident involves a student with a disability and the misconduct is determined by a group of persons knowledgeable about the child to be a manifestation of the student's disability);

or

2. other extenuating circumstances, including, but not limited to, the academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.

If at the time of the expulsion, there are fewer days remaining in the school year than the number of days of the expulsion, the Superintendent may apply any or all of the remaining period to the following school year.

3. Bomb Threats

If a student makes a bomb threat to a school building or to any premises at which a school activity is occurring at the time of the threat, the Superintendent may expel the student for a period of up to one (1) year. The Superintendent may extend the expulsion into the next school year or reduce the expulsion as necessary on a case-by-case basis as specified below. The student need not be prosecuted or convicted of any criminal act to be expelled under this provision.

The Superintendent may, in his/her sole judgment and discretion, reduce such expulsion to a period of less than one (1) year, on a case-by-case basis, for the following reasons:

- a. for students identified as disabled under the IDEA, ADA, and Section 504 of the Rehabilitation Act of 1973, upon recommendation from the group of persons knowledgeable of the student's educational needs;

or

- b. other extenuating circumstances, including, but not limited to, the academic and disciplinary history of the student, including the student's response to the imposition of any prior discipline imposed for behavioral problems.

If at the time of the expulsion, there are fewer days remaining in the school year than the number of days of the expulsion, the Superintendent may apply any or all of the remaining period to the following school year.

- D. "Permanent exclusion" shall mean the student is banned forever from attending a public school in the State of Ohio. (See Policy 5610.01)

If a student is expelled for more than twenty (20) school days or for any period of time that extends into the next school year, the Superintendent shall provide the student and his/her parents with the names, addresses, and telephone numbers of those public or private agencies in the community which offer programs or services that help to rectify the student's behaviors and attitudes that contributed to the incident(s) that caused the expulsion.

Suspension or Expulsion of Students in Grades Pre-Kindergarten through 3

Beginning with the 2019-2020 school year, except as permitted by law, suspension or expulsion proceedings shall not be initiated against a student in any of grades Pre-kindergarten through three unless the student has committed the following acts:

- A. The student brings a firearm or knife capable of causing serious bodily injury to a school building or on to any other property (including a school vehicle) owned, controlled, or operated by the Board, to an interscholastic competition, an extra-curricular event, or to any other school program or activity that is not located in a school or on property that is owned or controlled by the Board, or possesses a firearm or knife capable of causing serious bodily injury at school or on any other property (including a school vehicle) owned, controlled, or operated by the Board, at interscholastic competition, an extra-curricular event, or at any other school program or activity that is not located in a school or on property that is owned or controlled by the Board.
- B. The student commits an act at school, on other school property, at an interscholastic competition, extra-curricular event, or any other school program or activity and the act: 1) would be a criminal offense if committed by an adult; and 2) results in serious physical harm to person(s) as defined in R.C. 2901.01(A)(5), or to property as defined in R.C. 2901.01(A)(6).
- C. The student makes a bomb threat to a school building or to any premises at which a school activity is occurring at the time of the threat.
- D. The student engages in behavior of such a nature that suspension or expulsion is necessary to protect the immediate health and safety

Prior to suspending or expelling a student in any of grades Pre-K through 3, the Principal shall, whenever possible, consult with a mental health professional under contract. If the events leading up to the student's suspension or expulsion from school indicate that the student is in need of additional mental health services, the student's Principal or the District's mental health professional shall assist the student's parent or guardian with locating providers or obtaining such services, including referral to an independent mental health professional, provided such assistance does not result in a financial burden to the District or the student's school.

If a student in any of grades Pre-K through 3 is suspended or expelled, the student shall be afforded the same notice and hearing, procedural and educational opportunities as set forth in Board policy and the law. The suspension or expulsion of a student in any of grades Pre-K through 3 shall not limit the Board's responsibilities with respect to the provision of special education and related services to such student in accordance with Board policy and the law. Further, the Board shall not be limited in its authority to issue an in-school suspension to a student in any of grades Pre-K through 3, provided that the in-school suspension is served in a supervised learning environment.

If the Superintendent determines that a student's behavior on a school vehicle violates school rules, s/he may suspend the student from school bus-riding privileges for the length of time deemed appropriate for the violation and remediation of the behavior. Any such suspension must comply with due process and the Student Code of Conduct/Student Discipline Code.

The Board authorizes the Superintendent to provide for options to suspension/expulsion of a student from school which may include alternative educational options.

The Superintendent shall initiate expulsion proceedings against a student who has committed an act that warrants expulsion under Board policy even if the student withdraws from school prior to the hearing or decision to impose the expulsion. The expulsion must be imposed for the same duration it would have been had the student remained enrolled.

The Board may temporarily deny admittance to any student who has been expelled from the schools of another Ohio district or an out-of-state district, if the student's expulsion period set by the other district has not expired. The expelled student shall first be offered an opportunity for a hearing. This provision also applies to a student who is the subject of a power of attorney designating the child's grandparent as the attorney-in-fact or caretaker authorization affidavit executed by the child's grandparent and is seeking admittance into the schools of this District in accordance with Policy 5111.

The Board may temporarily deny admittance to any student who has been suspended from the schools of another Ohio district, if the student's suspension period set by the other district has not expired. The suspended student shall first be offered an opportunity for a hearing before the Board.

When a student is expelled from this District, the Superintendent shall send written notice to any college in which the expelled student is enrolled under Postsecondary Enrollment Options at the time the expulsion is imposed. The written notice shall indicate the date the expulsion is scheduled to expire.

If the expulsion is extended, the Superintendent shall notify the college of the extension.

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

A copy of this policy is to be posted in a central location in each school and made available to students and parents upon request. Key provisions of the policy should also be included in the parent-student handbook.

Book	Policy Manual
Section	November 2020
Title	Copy of DUE PROCESS RIGHTS
Code	po5611
Status	
Legal	R.C. 3313.20, 3313.66, 3313.661
Adopted	June 3, 2019

611 - DUE PROCESS RIGHTS

The Board of Education recognizes that students have limited constitutional rights, when it comes to their education.

Accordingly, the Board establishes the following procedures which District Administrators shall use when dealing with students: ~~which District Administrators shall use when dealing with students:~~

A. Student subject to suspension:

When a student is being considered for an out-of-school suspension by the Superintendent, principal, or other administrator:

1. The student will be informed in writing of the potential suspension and the reasons for the proposed action.
2. The student will be provided an opportunity for an informal hearing to challenge the reason for the intended suspension and to explain his/her actions.
3. An attempt will be made to notify parents or guardians by telephone if a suspension is issued.
4. Within one (1) school day of the suspension the Superintendent, principal, or other administrator will notify the parents, guardians, or custodians of the student. The notice will include the reasons for the suspension and the right of the student, parent, guardian, or custodian to appeal to the Board or its designee; the right to be represented at the appeal; and the right to request the hearing be held in executive session if before the Board. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the suspension to the Board or its designee, such notice of appeal shall be filed, in writing, with the Treasurer of the Board or the Superintendent within three (3) calendar days after the date of the notice to suspend. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.
5. Notice of this suspension will also be sent to the:
 - a. Superintendent;
 - b. student's school record (not for inclusion in the permanent record).
6. If a student leaves school property without permission immediately upon violation (or suspected violation) of a provision of the Student Code of Conduct/Student Discipline Code or prior to an administrator conducting an informal hearing as specified above, and the student fails to return to school on the following school day, the principal, assistant principal, Superintendent, or any other administrator, may send the student and his/her parent(s)/guardian(s) notice of the suspension, and offer to provide the student and/or his/her parents an informal hearing upon request to discuss the reasons for the suspension and to allow the student to challenge the reasons and to explain his/her actions, any time prior to the end of the suspension period.

Appeal of Suspension to the Board or its designee

The student who is eighteen (18) or older or the student's parent(s) or guardian(s) may appeal the suspension to the Board or its designee. They may be represented in all such appeal proceedings.

A verbatim record will be kept of the hearing which may be held in executive session at the request of the student, parent, or guardian, if held before the Board.

The procedure to pursue such appeal will be provided in regulations approved by the Superintendent. Notice of appeal must be

While a hearing before the Board may occur in executive session, the Board must act in public.

Appeal to the Court

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

B. Students subject to expulsion:

When a student is being considered for expulsion by the Superintendent:

1. The Superintendent will give the student and parent, guardian, or custodian written notice of the intended expulsion, including reasons for the intended expulsion.
2. The student and parent or representative have the opportunity to appear before the Superintendent or designee to challenge the proposed action or to otherwise explain the student's actions. The written notice will state the time and place to appear, which must not be earlier than three (3) school days nor later than five (5) school days after the notice is given, unless the Superintendent grants an extension upon request of the student or parent.
3. Within one (1) school day of the expulsion, the Superintendent will notify the parents, guardians, or custodians of the student and Treasurer of the Board. The notice will include the reasons for the expulsion and the right of the student, parent, guardian, or custodian to appeal to the Board or its designee; the right to be represented at the appeal; and the right to request the hearing be held in executive session if before the Board. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the expulsion to the Board or its designee, such notice of appeal shall be filed, in writing, with the Treasurer of the Board or the Superintendent within fourteen (14) calendar days after the date of the notice of expulsion. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.

Appeal of Expulsion to the Board

A student who is eighteen (18) or older or a student's parent(s) or guardian(s) may appeal the expulsion by the Superintendent to the Board or its designee. They may be represented in all such appeal proceedings and will be granted a hearing before the Board or its designee.

A verbatim record will be kept of the hearing which may be held in executive session at the request of the student, parent, or guardian, if it is held before the Board.

The procedure to pursue such appeal will be in accordance with regulations approved by the Superintendent. Notice of appeal must be filed, in writing, within fourteen (14) calendar days after the date of the Superintendent's decision to expel with the Treasurer of the Board or the Superintendent.

While a hearing before the Board may occur in executive session, the Board must act in public.

Appeal to the Court

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

C. Students subject to emergency removal:

Students whose conduct warrants emergency removal shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.03 - Emergency Removal.

D. Students subject to permanent exclusion:

Students whose conduct is that for which permanent exclusion is warranted shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.01 - Permanent Exclusion of Nondisabled Students.

E. Students subject to suspension from bus riding/transportation privileges:

Students whose conduct warrants suspension from bus riding and/or transportation services shall be dealt with in accordance with the rights and procedures outlined in Policy 5610.04 - Suspension of Bus Riding/Transportation Privileges.

~~The Superintendent shall ensure that all members of the staff use the above procedures when dealing with students. In addition, this statement of due process rights is to be placed in all student handbooks in a manner that will facilitate understanding by students and their parents. In determining whether disciplinary action set forth in this policy is to be implemented, District Administrators shall use a preponderance of evidence standard. Further, any individual charged with making a disciplinary determination under this policy shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315 - Information Management (i.e., Litigation Hold")) created and/or received as part of an investigation.~~

The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law (e.g., R.C. 3319.321) – e.g., student records and confidential medical records.

The documents, ESI, and electronic media (as defined in Policy 8315) shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.

In addition, this statement of due process rights is to be placed in all student handbooks in a manner that will facilitate understanding by students and their parents.

These procedures shall not apply to in-school disciplinary alternatives including in-school suspensions. An in-school suspension is one served entirely in a supervised learning environment within a school setting. Nor shall these disciplinary alternative procedures apply to students who are prohibited by authorized school personnel from all or part of their participation in co-curricular, interscholastic, and/or noninterscholastic extra-curricular activities.

Neola ~~2020~~2016

Book	Policy Manual
Section	November 2020
Title	Copy of STUDENT FEES, FINES AND CHARGES
Code	po6152
Status	
Adopted	June 3, 2019

6152 - STUDENT FEES, FINES AND CHARGES

Instructional Fees

The Board of Education continues to assume most of the cost of an individual's educational expenses. Students enrolled in district schools are furnished basic textbooks without cost. However, a fee for consumable materials and supplies used in the instructional program is established at the beginning of each school year and may vary as the cost of materials and supplies fluctuates. Out-of-pocket expenditures for students will be kept at the lowest level possible.

The Board will not charge a fee to a student who is eligible for a free lunch under the National School Lunch Act and the Child Nutrition Act of 1966 for any materials needed to enable the student to participate in a course of instruction. However, the Board may nonetheless charge a fee for materials needed for a student to participate in an extracurricular activities student enrichment program or tools, equipment, and materials that are necessary for workforce-readiness career-technical education training program that may be retained by the students after completion of the course.

Listed below are the yearly fees to be charged to the students of the Oak Hills Local School District. Any changes must be approved by the Director of Curriculum & Instruction.

Fees for all students, grades kindergarten through 12, are used to provide room allotments, art materials, workbooks, student plan books, and items that may aid with technology. The most appropriate uses of the fees will be determined by the building principal.

Effective 2018-19 School Year & Forward

- A. The total instructional fee for students in grades PK - 5 is \$85.00.
- B. The total instructional fee for students in grades 6 - 8 is \$127.00.
- C. The total instructional fee for students in grades 9 - 12 is \$130.00.
- D. The total tuition for preschool students is \$2,000 annually.

Students enrolled in some high school courses may be required to purchase materials/supplies for individual projects.

The only addition permitted to the above fees will be the costs for students to participate in specific field trips and extracurricular activities.

Student lunches and admission charges to after-hours events are to be paid for by the students. No additional fees or charges will be made over the present level without the approval of the Superintendent/designee.

For the purposes of this policy, "school fees" or "fees" means any monetary charge collected by the District from a student or the parent(s) or guardian of a student as a prerequisite for the student's participation in any curricular or extra-curricular program of the District.

- A. "School fees" include, but are not limited to, the following:

- 1. all charges for required workbooks and instructional materials
- 2. all charges and deposits collected by a school for use of school property (e.g., locks, towels, laboratory equipment)
- 3. charges for field trips made during school hours, or made after school hours if the field trip is a required or customary part of a class or extra-curricular activity

5. charges to participate in extra-curricular activities

6. charges for supplies required for a particular class

7. school records fees

B. "School fees" do not include:

1. charges for the purchase of class rings, yearbooks, pictures, diploma covers, or similar items;

2. charges for optional travel undertaken by a school club or group of students outside of school hours;

3. charges for admission to school dances, athletic events, or other social events;

4. optional community service programs for which fees are charged (e.g., preschool before and after-school child care, recreation programs).

A charge shall not exceed the combined cost of the outside service provided or material used, freight and/or handling charges. Money received from resale of such material, if any, shall be returned to the Treasurer with an accurate accounting of all transactions.

Refunds

Upon attending a class in a semester, students will forfeit their ability to receive a refund for that semester.

RECORDS OF REQUESTS FOR ACCESS AND DISCLOSURES MADE FROM EDUCATION RECORDS

For many reasons, students and former students frequently request that copies of their academic and related school records be sent to colleges and universities, prospective employers and to other outside agencies. These record copies are called transcripts.

Since the schools experience a considerable cost in a year's time for photocopying, paper, mailing costs and secretarial time, reasonable fees may be charged for such transcripts.

Transcripts are not made available to any student, graduate or to anyone requesting same on his/her behalf until all fees and fines for that student have been paid in full. The district will send official transcripts to colleges/universities and any employment agency seeking to hire a current student or graduate of Oak Hills High School. These transcripts will be made available upon request from the college/university or employment agency.

Students (and graduated students) may receive three (3) transcripts at no charge for their career in the District. A \$3 fee (per transcript) shall be charged for any current or former student requesting more than three (3) transcripts.

The school district building principals should appoint a single individual to handle transcripts. This person shall keep a log of transcripts made and sent, and it shall include whether the transcript is gratis or is made for a charge.

Transcript fees shall be deposited within 24 hours by the school principal or designee.

The school district will maintain an accurate record of all requests for it to disclose information from or to permit access to a student's education records and of information it discloses and access it permits, with some exceptions listed below. This record will be kept with, but will not be a part of, each student's Cumulative School Records. It will be available only to the record custodian, the eligible student, the parent of the student, or to federal, state or local officials for the purpose of auditing or enforcing federally supported educational programs.

The record will include at least:

A. the name of the person or agency that made the request

B. the interest the person or agency had in the information

C. the date the person or agency made the request and

D. whether the request was granted and, if it was, the date access was permitted or the disclosure was made.

The District will maintain this record as long as it maintains the student's education records.

The records will not include requests for access or access granted to parents of the student or to an eligible student, requests for access or access granted to officials of the school district who have a legitimate educational interest in the student, requests for or disclosures of

tudent.

Participation in extracurricular field trips will not be permitted unless payment has been received. Students will be prohibited from participating in commencement exercises unless payment has been received.

The District does not charge students eligible for free lunch under the National School Lunch Act or Child Nutrition Act a fee for any materials needed to participate fully in a course of instruction. Any fees charged to students eligible for free lunch under the National School Lunch Act or Child Nutrition Act, will be charged in compliance with State and Federal law. This exception only applies to recipients of free lunch, not students who receive reduced-price lunch. This provision does not apply to extracurricular activities and student enrichment programs that are not courses of instruction.

Fines

When school property, equipment, or supplies are damaged, lost, or taken by a student, a fine will be assessed. The fine will be reasonable, seeking only to compensate the school for the expense or loss incurred.

The late return of borrowed books or materials from the school libraries will be subject to appropriate fines.

Any fees, fines, and/or other charges collected by members of the staff shall be turned in to the Treasurer within one (1) business day after collection.

In accordance with R.C. 3313.642, failure to pay fees and fines may result in the withholding of grades and credit. In the event the above course of action does not result in the fee being collected, the Board authorizes the Treasurer to take the student and/or his/her parents to Small Claims Court for collection. Under no circumstances will the Board withhold the grades, credits, official transcripts, diploma, IEPs, or Section 504 Plans of a student for nonpayment of fees for materials used in the course of instruction, if a complaint has been filed at any time in a juvenile court alleging that the student is an abused, neglected, or dependent child, or if the student has been adjudicated an abused, neglected, or dependent child. Further the Board will transfer immediately the grades, credits, official transcripts, IEPs, or Section 504 Plans of a student upon the receipt of either another district's or school's request for those records pursuant to R.C. 3313.672, or a juvenile judge's order under R.C. 2151.272. The Superintendent may request a copy of any order regarding a child's custody or placement issued pursuant to a complaint filed under R.C. 2151.27. The Board, however, will not withhold records required to be transferred pursuant to this paragraph pending receipt of a copy of the order.

For convenience to families, the Board of Education may enter into an agreement with one or more credit card/online payment processing vendors to facilitate online payment of fees, fines, and charges. Parents/guardians or students may elect but are not required to make payments online. Vendors will comply with all Board policies and procedures related to confidentiality and security of information transmitted electronically. Payees will be notified of any processing or other nominal fees that may be charged for use of an online payment system before the transaction is completed.

Note:

A \$18.00 charge (per check) will be assessed for checks returned for insufficient funds.

Neola 2020

ook	Policy Manual
ection	November 2020
itle	Copy of WAIVER OF SCHOOL FEES FOR INSTRUCTIONAL MATERIALS
ode	po6152.01
tatus	
egal	R.C. 3313.642 National School Lunch Act, 60 Stat. 230 (1946), 42 U.S.C. 1751 (as amended) Child Nutrition Act of 1966, 80 Stat. 885, 42 U.S.C. 1771
.dopted	June 3, 2019

152.01 - WAIVER OF SCHOOL FEES FOR INSTRUCTIONAL MATERIALS

The Oak Hills Local School District ~~may~~**shall** waive fees assessed by the District for instructional materials ~~only~~ for students who demonstrate a serious financial need. ~~whose parent(s) or guardian are unable to afford them~~. The Superintendent may, as deemed necessary, establish additional procedures to supplement the procedures established in this policy regarding the requests for the waiver of fees. This waiver does not include District fees associated with extra-curricular activities or student enrichment programs that are not part of a course of instruction.

Additionally, the District may charge fees for tools, equipment, and materials, as specified, that are necessary for workforce-readiness career-technical education training programs ~~training~~ that may be retained by the students after completion of the course.

Eligibility Standards

Students eligible for a waiver of school fees include, but are not limited to, the following:

- A. Students who qualify for aid under Ohio Works First (R.C. 5107) or Disability Assistance (R.C. 5115).
- B. Students who qualify for free lunch under the National School Lunch Act and the Child Nutrition Act of 1966.

Notification to Parents

- A. Annually the substance of this policy shall be communicated in writing to the parent(s) or guardian of all students in the District.
- B. The first bill or notice sent to parents or guardians who owe fees shall state:
 - 1. The District will waive fees for persons unable to afford them in accordance with its policy.
 - 2. The procedure for applying for a fee waiver, and the name, address and telephone number of the person to contact for information concerning a fee waiver.

Procedures for Resolution of Disputes

- A. A parent(s) or guardian who cannot pay school fees may write a letter requesting a waiver of fees to the Superintendent. The letter must contain the following:
 - 1. name(s) of student(s)
 - 2. name of parent(s) or guardian(s)
 - 3. address of parent(s) or guardian(s)
 - 4. phone number of parent(s) or guardian(s)

6. reason for request for waiver of fees

The Superintendent shall have the authority to review the waiver request and request such further information, if any, as s/he deems necessary in order to make a decision on that request.

- B. No fee shall be collected from any parent(s) or guardian who is seeking a fee waiver in accordance with the District's policy until the District has acted on the initial request or appeal (if any is made), and the parent(s) or guardian have been notified of the decision.
- C. If the Superintendent denies a request for fee waiver, then a copy of the decision shall be mailed to the parent(s) or guardian within fifteen (15) school days of receipt of the request. The decision shall state the reason for the denial and shall inform the parent(s) or guardian of the right to appeal, including the process and timelines for that action. The denial notice shall also include a statement informing the parent(s) or guardian that reapplication may be made for a waiver any time during the school year, if circumstances change. The decision of the Superintendent is final.

Non-discrimination

The Board expects all staff members to exercise the utmost care to see that, as a result of their actions or comments, students cannot differentiate between those students whose parents are unable to purchase required instructional materials or pay required fees and those whose parents can.

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