

REGULAR BOARD OF EDUCATION MEETING – WORK SESSION

August 1, 2019

7:00 p.m.

ADMINISTRATION BUILDING/MEETING ROOM

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda. Public comment is your opportunity to make a comment to the Board. When your name is called, please stand and state your name, address, and topic. You will have three (3) minutes to speak. If your comment involves a problem with a student, employee, or Board member please do not address them by name. The primary role of the Board of Education is to listen and reflect on your comments. Sometimes Board members may respond or ask questions, but not always. Whether we respond or not, your input is valued.

Fund Definitions

001 – General Fund – The general fund is used to account for all financial resources, except those required to be accounted for in another fund. The general fund is available to the School District for any purpose provided it is expended or transferred according to the general laws of Ohio.

002 – Bond Retirement – The bond retirement fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

003 – Permanent Improvement – The permanent improvement fund is used to account for all transactions related to the acquiring, construction, or improving facilities and/or capital assets.

004 – Building Fund – The building fund is used to account for monies received and expended in connection with the construction of the middle school and renovation of the high school.

009 – Uniform School Supplies – The uniform school supplies fund is used to account for class fees for the purchase of school supplies.

014 – Internal Service Rotary Fund – The internal service rotary fund is used to account for operations that provide goods and services on a cost reimbursement basis.

018 – Public School Support – The public school support, otherwise known as the Principal's building fund, is used to account for specific local revenue sources, other than taxes, that are restricted to expenditures for specified purposes.

Fund Definitions (continued)

019 – Other Grants – The other grants fund is used to account for proceeds of specific revenue sources, except for State and Federal grants that are legally restricted to expenditures for specified purposes.

022 – OHSAA Tournaments – The OHSAA Tournament fund is used to account for the revenues and expenditures of an OHSAA tournament game hosted at the District. After the event takes place, this fund should equal zero.

024 – Employee Benefits Self-Insurance – The employee benefits self-insurance fund is used to account for monies received from other funds as payment for providing employee healthcare.

035 – Termination Benefits – The termination benefits fund is used to pay employee termination benefits upon separation as prescribed within the District's negotiated contracts.

200 – Student Managed Activities – The student managed activities fund is used to account for student activity programs which have student participation in the activity and have students involved in the management of the program.

300 – District Managed Student Activity – The District managed student activity fund is used to account for those student activity programs which have student participation but do not have student management of the programs. (Usually athletic and band programs but could be other clubs that are District managed.)

401 – Auxiliary Service (NPSS) – The auxiliary service fund is used to account for monies which provide services and materials to pupils attending non-public school within the School District. (Sts. Joseph and John, Creative Playrooms, and Le Chaperon Rouge).

451 – Data Communications – The data communications fund is used to account for money appropriated for Ohio Educational Computer Network Connections.

463 – Alternative Schools – The alternative schools fund is used to account for alternative educational programs for existing and new at-risk and delinquent youth.

499 – Miscellaneous State Grants – The miscellaneous state grant fund is used to account for various monies received from state agencies which are not classified elsewhere.

516 – IDEA, Part B Special Education – Grants to assist states in providing an appropriate public education to all children with disabilities.

551 – Title III, Limited English Proficiency – Grants to develop and carry out elementary and secondary school programs, including activities at the pre-school level, to meet the educational needs of children with limited English proficiency.

572 – Title I-Disadvantaged Youth – Federal Monies used to assist the School District in meeting the special needs of economically and educationally deprived children.

587 – IDEA Preschool Grant for the Handicapped – Grants the improvement and expansion of services for handicapped children ages three to five years.

590 – Improving Teacher Quality – Grants for professional development and other programs to ensure teachers meet high quality standards.

599 – Literacy Grant – Grants to improve the language and literacy of Ohio's children.

AGENDA

1. **CALL TO ORDER**

2. **ROLL CALL**

Present

Not Present

Duke Evans

George A. Grozan

Jane L. Ludwig

Richard O. Micko

Carl W. Naso

3. **PLEDGE OF ALLEGIANCE**

4. **APPOINTMENT OF TREASURER PRO TEMPORE FOR AUGUST 1, 2019, BOARD OF EDUCATION MEETING**

A. Treasurer Pro Tempore – _____

Motion:	Second:	Roll Call:	Yes	No
_____	_____	<i>Duke Evans</i>		
_____	_____	<i>George A. Grozan</i>		
_____	_____	<i>Jane L. Ludwig</i>		
_____	_____	<i>Richard O. Micko</i>		
_____	_____	<i>Carl W. Naso</i>		

5. **DISTRICT GOALS**

6. **PUBLIC COMMENT**

7. **TREASURER'S REPORT**

A. **DISCUSSION ITEM**

1. OSBA Capital Conference Delegate/Alternate Delegate Appointments
November 10-12, 2019

(Exhibit A)

8. **SUPERINTENDENT'S REPORT**

A. **DISCUSSION ITEMS**

1. 2020 End-of-Year Update
2. Transportation for Holy Name and Lake Ridge Academy

AGENDA**AUGUST 1, 2019****8. SUPERINTENDENT'S REPORT****B. BUSINESS SERVICES****1. Bus Bid Awards (003-Permanent Improvement Fund)**

Be it resolved upon the recommendation of the Superintendent that bids be accepted for two (2) conventional unitized (complete unit) buses and two (2) mini-buses (complete unit) as received by the School Bus Cooperative Purchasing Program of the Ohio Schools Council, as listed in the Exhibit.

Be it further resolved upon the recommendation of the Superintendent that bids be accepted from Myers Bus Sales for two (2) seventy-two passenger conventional unitized (complete unit) buses and two (2) forty-seven passenger mini-buses (complete unit) for \$374,543.00, as listed in the Exhibit.

Funding shall be as follows: two (2) seventy-two passenger conventional unitized buses and two (2) forty-seven passenger mini-buses provided by Permanent Improvement Funds in the aggregate principal amount of \$374,543.00.

(Exhibit B)

Motion:	Second:	Roll Call:	Yes	No
		<i>Duke Evans</i>		
		<i>George A. Grozan</i>		
		<i>Jane L. Ludwig</i>		
		<i>Richard O. Micko</i>		
		<i>Carl W. Naso</i>		

8. SUPERINTENDENT'S REPORT

C. HUMAN RESOURCES

- * 1. Resignation – Certificated (001-General Fund)

Be it resolved upon the recommendation of the Superintendent that the following certificated resignation be accepted:

Meagan Fowler, Media Specialist, assigned to Strongsville High School.
Effective July 22, 2019.

Resignation – Certificated Supplemental – Prorated (001-General Fund)

Be it resolved upon the recommendation of the Superintendent that the following certificated prorated supplemental resignation be accepted effective July 22, 2019:

Brittany Sermak

Resignations – Non-Certificated Supplementals – Paid Upon Completion
(001-General Fund)

Be it resolved upon the recommendation of the Superintendent that the following non-certificated supplemental resignations be accepted effective July 15, 2019:

Brighton Hill	Assistant Football Coach, SHS
Carly Rittwage	Head 7 th Grade Volleyball Coach, SMS
Brandon Wojtowicz	Assistant Golf Coach, SHS

- * 2. Appointment – Administrative (001-General Fund)

Be it resolved upon the recommendation of the Superintendent that the following administrative personnel be hired:

David Binkley, Jr., Director of Instructional Technology, two-year, 215 day contract, salary to be Column 3, PL 0 at \$96,425.00 per year. Effective August 1, 2019. Replacement for Vicki Turner.

Appointments – Certificated (001-General Fund)

Be it resolved upon the recommendation of the Superintendent that the following certificated personnel be hired:

Erin Barrett, .8 FTE Encore Teacher, 184 day limited contract, salary to be .8 FTE of BA/0 at \$32,736.00 per year. Effective August 16, 2019. Replacement for Deborah Zudell-Dickey.

Andrew Knapp, Social Studies Teacher, 184 day limited contract, salary to be BA/0 at \$40,920.00 per year. Effective August 16, 2019. Replacement for Steven Diedrick.

AGENDA**AUGUST 1, 2019****8. SUPERINTENDENT'S REPORT****C. HUMAN RESOURCES***** 2. Appointments – Certificated Substitutes (001-General Fund)**

Be it resolved upon the recommendation of the Superintendent that the following certificated personnel be hired as substitutes for the 2019-2020 school year. Salary per the substitute salary schedule. Be it further resolved that these limited contracts be non-renewed for the 2020-2021 school year and that, to comply with Ohio Revised Code, Section 3319.11, the required written notification of the intention to non-renew be included in the limited contract. Effective August 19, 2019.

Molly Avery	Long-Term: Early Childhood P-3
Leah Barker	Short-Term: General Education
James Bartel	Intervention Specialist Moderate/Intensive
Charles Bell	High School: Social Studies 9-12
	Career Technical: Integrated Business 4-12
Jeanette Bill-Cole	Multi-Age: Visual Art K-12
Nicole Blough	Early Childhood P-3
Alina Bondor	Substitute: Mathematics 4-9
David Brooks	Short-Term: General Education
Samantha Call	Intervention Specialist Mild/Moderate
Dominic Cancelliere	Substitute: General Education
Pamela Carmody	Early Childhood P-3
Nancy Chase	Education of the Handicapped: SLD;
	Elementary 1-8
Caitlyn Choe	Short-Term: General Education
Steven Cika	Short-Term: General Education
Janelle Cole	Special: Music K-12
Clair Conley	Short-Term: General Education
Marybeth Costello	Elementary 1-8; School Counselor;
	Education of the Handicapped: SBH
Dylan Dapsis	Integrated Social Studies 7-12
Carol Falk	Substitute: Early Childhood P-3
Susan Febus	Early Childhood P-3; Reading K-12
Edward Fegan	Short-Term: General Education
Pamela Fenn	Elementary K-8
Deborah Festa	Early Childhood P-3
Jon Filipkowski	Short-Term: General Education
Matthew Gedeon	Integrated Social Studies 7-12
Mary Georgio	Substitute: General Education
Connie Ginter	Long-Term: Early Childhood P-3;
	Generalist 4-5
Sherri Hamm	Long-Term: Early Childhood P-3;
	Generalist 4-5
Audrey Harris	Substitute: General Education
Chloe Henderson	Middle Childhood: Mathematics; Language
	Arts and Reading 4-9
Traci Hockaday	Substitute: General Education
Suzette Hosier	Intervention Specialist Mild/Moderate
Amy Huber	Substitute: General Education

AGENDA**AUGUST 1, 2019****8. SUPERINTENDENT'S REPORT****C. HUMAN RESOURCES***** 2. Appointments – Certificated Substitutes (001-General Fund) (continued)**

Stanley Iddings	Substitute: Integrated Social Studies 7-12
Nazneen Khan	Long-Term: Health P-12
Bonnie Khavaran	Long-Term: Visual Art P-12
Janice Kurnick	Long-Term: Science 4-9
Marta Laluk	Substitute: General Education
Laura Lang	Long-Term: Integrated Language Arts
Garrett Leininger	Long-Term: Music P-12
Alyssa Louie	Early Childhood P-3
Christina Macejko	Integrated Language Arts 7-12
Marjorie Marcy	Long-Term: Life Science 7-12
Holly Masterson	Long-Term: Language Arts and Reading 4-9;
	Social Studies 4-9
Mary Beth Maxim	Business Education 7-12; Reading K-12
Gloria McIntyre	Substitute: French
Alexis Medalis	Substitute: General Education
Janet Mokris	Long-Term: Integrated Business 4-12
Sarah Murphy	Elementary 1-8; Reading K-12
Elaine Nawal	Long-Term: Integrated Language Arts 7-12
Terry Obrock	Short-Term: General Education
Camilla O'Neill	Elementary K-8
George Pana	High School: Physical Education;
	Comprehensive Social Studies; History
Victoria Poore	Long-Term: Early Childhood P-3
Nicholas Puin	Special All Grades: Music P-12
Michael Rasch	Elementary 1-8; High School: Speech and
	Communications; Special K-12: Music
Bonnie Roten	Substitute: Family Consumer Science 4-9
Michael Sack	Integrated Social Studies 7-12
Jane Salem	Elementary 1-8
Mamta Sharma	Long-Term: Science 4-9
Deanna Sherman	Short-Term: General Education
Zoryslava Shokalook	Substitute: Music K-12
Geeta Singh	Short-Term: General Education
Raj Singh	Short-Term: General Education
Thomas Snitzky	Long-Term: Social Studies 4-9
Therese Sullivan	Short-Term: General Education
Christina Thomas	Multi-Age: Visual Art K-12
Jessica Thompson	Substitute: General Education
Tyler Thompson	Substitute: Science 4-9
Holly Tortorici	Early Childhood P-3; Reading P-3
Susan Uher	Education of the Handicapped: SLD;
	Elementary K-8
Iliaz Vrioni	Long-Term: Integrated Mathematics
Lori Wallace	Elementary 1-8; Reading K-12
Karen Wise	Long-Term: Early Childhood P-3;
	Generalist 4-5

AGENDA**AUGUST 1, 2019****8. SUPERINTENDENT'S REPORT****C. HUMAN RESOURCES***** 2. Appointments – Non-Certificated Substitutes (001-General Fund) (006-Food Services)**

Be it resolved upon the recommendation of the Superintendent that the following non-certificated personnel be hired as substitutes for the 2019-2020 school year. Salary per the substitute salary schedule. Effective August 1, 2019.

Timothy Angbrandt	Custodian
Allison Applebee	Clerical, Media Assistant, Monitor
Mary Beth Arendash	Cafeteria Hourly, Monitor, Special Education Aide
Stacey Armendariez	Bus Aide, Cafeteria Hourly, Monitor, Special Education Aide
Mary Baker	Cafeteria Hourly, Custodian, Monitor Special Education Aide
Martin Barrett	Monitor
Joseph Borovicka	Bus Driver, Monitor
Louis Broschk	Custodian
Judith Buckley	Bus Aide, Monitor, Special Education Aide
Janice Coan	Clerical, Monitor, Special Education Aide
Deirdre Dadas	Cafeteria Hourly
Denise Dell'Anno	Bus Driver
Lisa Fernandez	Media Assistant, Special Education Aide
John Gasparro	Bus Driver
Regina Georgeadis	Monitor, Special Education Aide
Eric Graham	Custodian
Jeffrey Gruszczyński	Custodian
Cynthia Hamlin	Bus Driver
Naima Islam	Special Education Aide
Janice Janz	Custodian
Patricia Kinsch	Cafeteria Hourly, Clerical
Siobhan Kurtz	Clerical, Monitor, Special Education Aide
Brandon Lorek	Custodian
Sally Matlock	Special Education Aide
John Osborne	Custodian
Cheryl O'Sullivan	Bus Aide, Cafeteria Hourly, Media Assistant, Monitor, Special Education Aide
Jerry Paschall	Maintenance
Veronica Prochaska	Custodian
Nancy Prosser	Special Education Aide
Lynn Rotundo	Bus Aide, Clerical, Media Assistant, Monitor, Special Education Aide
Patricia Seekely	Monitor, Special Education Aide
Heidi Sherman-Leisinger	Monitor, Special Education Aide
Michelle Thall	Monitor, Special Education Aide
Carol Ann Timko	Bus Driver
Courtney Williams	Cafeteria Hourly, Monitor, Special Education Aide

AGENDA**AUGUST 1, 2019****8. SUPERINTENDENT'S REPORT****C. HUMAN RESOURCES**

- * 2. Appointments – Non-Certificated Substitutes (001-General Fund) (006-Food Services) (continued)

Edward Winkowski	Custodian
Karen Wise	Bus Driver
John Zajacz	Custodian
Margaret Zajacz	Custodian

Appointment – Certificated Supplemental – Paid Upon Completion (001-General Fund)

Be it resolved upon the recommendation of the Superintendent that the following certificated personnel be hired for the 2019-2020 school year based upon receipt of clear BCI/FBI background check, Fundamentals of Coaching, Concussion Certificate, CPR/AED, Lindsay's Law, Sports First Aid, and Pupil Activity Permit. Be it further resolved that this limited contract be non-renewed for the 2020-2021 school year and that, to comply with Ohio Revised Code, Section 3319.11, the required written notification of the intention to non-renew be included in the limited contract. Salary to be paid upon completion.

Timothy Doyle	Assistant Boys' Cross Country Coach, SHS
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Appointments – Non-Certificated Supplemental – Paid Upon Completion (001-General Fund)

Be it resolved upon the recommendation of the Superintendent that the following non-certificated personnel be hired for the 2019-2020 school year based upon receipt of clear BCI/FBI background check, Fundamentals of Coaching, Concussion Certificate, CPR/AED, Lindsay's Law, Sports First Aid, and Pupil Activity Permit. These contracts have been offered to those employees of the District who have a certificate of a type described in Section 3319.08 of the Ohio Revised Code and no such employee qualified to fill this position has accepted it. Be it further resolved that these limited contracts be non-renewed for the 2020-2021 school year and that, to comply with Ohio Revised Code, Section 3319.11, the required written notification of the intention to non-renew be included in the limited contract. Salary to be paid upon completion.

Natalie Camrado	Assistant Girls' Cross Country Coach, SHS
Andrew Spreng	Head Boy's Lacrosse Coach, SHS

AGENDA**AUGUST 1, 2019****8. SUPERINTENDENT'S REPORT****C. HUMAN RESOURCES***** 3. Stipend – Kindergarten Screening (001-General Fund)**

Be it resolved upon the recommendation of the Superintendent that the following certificated personnel be hired to screen incoming kindergarten students. Salary to be paid at personnel member's per diem rate, prorated hourly, not to exceed four (4) days. Salary to be paid by timesheet as verified by the Curriculum Department. Effective August 1, 2019.

Mallory Logan

*** 4. Changes in Status – Certificated – Return from Parental Leave (001-General Fund)**

Be it resolved upon the recommendation of the Superintendent that the following certificated personnel return to active status effective August 16, 2019:

Catherine Beahn
Heidi Eichenberger
Tanya Rogers

Teacher, Grade 9 Mathematics
Intervention Specialist – Mild/Moderate
Teacher, Music

Change in Status – Certificated (001-General Fund)

Be it resolved upon the recommendation of the Superintendent that the contracted days of the following certificated personnel be changed effective August 16, 2019:

Lindsay Arndt

114 Day Contract to 116 Day Contract

Change in Status – Non-Certificated (001-General Fund) (006-Food Services)

Be it resolved upon the recommendation of the Superintendent that the following non-certificated change in status be approved:

Kristi Clifford, reduced to Cafeteria Hourly, 3 hours per day, 189 days per year to Data Input Specialist – Treasurer's Office, 7.5 hours per day, 260 days per year, salary to be Step C at \$19.67 per hour. Effective August 1, 2019. Replacement for Kristy McKinley.

Change in Status – Non-Certificated – Recall from Reduction in Force (001-General Fund)

Be it resolved upon the recommendation of the Superintendent that the following non-certificated personnel be recalled from reduction in force status:

Jane Swiger, Mild/Moderate Special Education Aide, 6 hours per day, 189 days per year. No change to hourly rate. This is a full recall effective August 16, 2019. This is a new position.

AGENDA**AUGUST 1, 2019****8. SUPERINTENDENT'S REPORT****C. HUMAN RESOURCES***** 5. Medical Leave – Certificated**

Be it resolved upon the recommendation of the Superintendent that the following certificated medical leave be approved:

Julie Picchetti

August 16, 2019 to October 21, 2019

*** 6. Volunteer – Chaperone/Mentor**

Be it resolved upon the recommendation of the Superintendent that the following volunteer be approved to mentor or chaperone students:

Cristin Cicco

July 31, 2018 to July 31, 2023

*** 7. Service Agreement – PSI Associates/PSI Affiliates (PSI), Inc. (401-Auxiliary Services) (516-Title VI)**

Be it resolved upon the recommendation of the Superintendent that the Board of Education enters into an agreement with PSI Associates/PSI Affiliates (PSI), Inc., to provide remedial, enrichment and intervention services for Sts. Joseph and John Inter-parochial School under auxiliary funding administered to approved non-public schools by local districts. The cost for direct therapy to school age students is \$203,598.18. (\$19,558.80 Health Assistant; \$2,589.30 Registered Nurse; \$37,409.40 Speech Language Pathologist; \$68,833.80 School Psychologist; \$67,725.00 Intervention Specialist; \$7,481.88 VIB Speech).

(Exhibit C)

9. CONSENT CALENDAR

Action by the Board of Education in “Adoption of Consent Calendar” at this point of the agenda means that all items appearing in this agenda with asterisks (*) (which items constitute the “consent calendar”) are adopted by one single motion, unless a member of the Board or the Superintendent requests that such items be removed from the “consent calendar” and voted upon separately.

Motion:	Second:	Roll Call:	Yes	No
		<i>Duke Evans</i>		
		<i>George A. Grozan</i>		
		<i>Jane L. Ludwig</i>		
		<i>Richard O. Micko</i>		
		<i>Carl W. Naso</i>		

AGENDA**AUGUST 1, 2019****10. BOARD OF EDUCATION / OTHER****11. EXECUTIVE SESSION**

Motion:	Second:	Roll Call:	Yes	No
		<i>Duke Evans</i>		
		<i>George A. Grozan</i>		
		<i>Jane L. Ludwig</i>		
		<i>Richard O. Micko</i>		
		<i>Carl W. Naso</i>		

Entered into Executive Session at _____ p.m.

Resumed Public Session at _____ p.m.

12. ADJOURNMENT

Motion:	Second:	Roll Call:	Yes	No
		<i>Duke Evans</i>		
		<i>George A. Grozan</i>		
		<i>Jane L. Ludwig</i>		
		<i>Richard O. Micko</i>		
		<i>Carl W. Naso</i>		

Meeting adjourned at _____ p.m.



Ohio School Boards
Association

TO: Treasurers

FROM: John W. Halkias, President
Rick Lewis, CEO, Chief Executive Officer

DATE: July 2019

RE: **DELEGATE APPOINTMENT FOR ANNUAL BUSINESS MEETING**

The mission of the Ohio School Boards Association is to lead the way to educational excellence by serving Ohio's public school board members and the diverse districts they represent through superior service, unwavering advocacy and creative solutions. We are hopeful that your board of education will lend its voice to establish the future of the association at this year's Annual Business Meeting.

Each board of education is entitled to send one delegate to the Annual Business Meeting of the Ohio School Boards Association on Monday, Nov. 11. It is only through the collective insight and direction of our members that OSBA can speak as a unified voice for 712 school districts.

OSBA asks that your board make the selection of a delegate an agenda item at your next board meeting. We have enclosed credential forms to communicate your board's appointment. In the event that your board elects to delay this decision, please keep the materials until the board takes action.

The appointment process is outlined below:

1. Schedule the appointment of a delegate (and alternate) on the board agenda at the earliest possible time but no later than the August board meeting.
2. The delegate must be a current board member. (Superintendents and treasurers are not eligible.)
3. The delegate may represent only one board. (This applies to JVSD board members.)
4. Upon appointment of a delegate, please complete both copies of the credentials and have them signed by the delegate, alternate and treasurer.
5. Mail, e-mail (bswartz@ohioschoolboards.org) or fax (614-540-3299) the *blue copy* to Brendan Swartz at OSBA as soon as possible and keep the *yellow copy* for your file. If the blue copy is not received by OSBA before September 10, your delegate or alternate and treasurer must appear before the Credentials Committee at the registration desk on November 11.

8050 North High Street
Suite 100
Columbus, Ohio 43235-6481

(614) 540-4000
(800) 589-OSBA
(614) 540-4100 [fax]
www.ohioschoolboards.org

OSBA leads the way to educational excellence by serving Ohio's public school board members and the diverse districts they represent through superior service, unwavering advocacy and creative solutions.

6. Delegates must follow the same pre-registration procedure as all other conference attendees, including housing and registration.
7. Your delegate will receive his/her name badge, special event tickets and any other pertinent information in the pre-registration packet that will be sent to treasurers in October.
8. The delegate ribbon and delegate notebook will be mailed directly to your delegate in October.
9. The delegate ribbon serves as the necessary credential for admission into the Annual Business Meeting. If your delegate loses or forgets his/her delegate ribbon, he/she will need to see the Credentials Committee at the registration desk for a replacement.
10. In the event your delegate cannot serve in November, the delegate should give the delegate ribbon to the alternate. It is not necessary to notify OSBA of this change.
11. The Business Meeting Briefing will be held on Monday, Nov. 11, at 8 a.m. in rooms A120-122. The briefing will provide an overview of the issues being presented at the Annual Business Meeting, along with an orientation session for first time delegates.
12. The Annual Business Meeting will be held on Monday, Nov. 11 at 2:30 p.m. in the Union Station Ballroom at the Greater Columbus Convention Center.

In early October, all board members, superintendents and treasurers will receive a packet identified as **Official Business**. It will contain proposed amendments to the platform, constitutional changes and other pertinent information to come before the Delegate Assembly. It will contain the same essential information that will be mailed to delegates prior to the conference. Your board should plan to discuss this business at its October meeting.

If you have any questions about the registration process, the selection of your delegate or the agenda of the Annual Business Meeting, please don't hesitate to call the OSBA offices at (800) 589-6722. We look forward to working with you in November to set the legislative platform of the association for 2020.

Thank you for your assistance with this process and we look forward to seeing you at this year's Capital Conference.

RL:rg

Enclosures

Strongsville City Schools

ADMINISTRATIVE OFFICES

Cameron M. Ryba, Superintendent
cryba@scsmustangs.org

George K. Anagnostou, Treasurer
ganagnostou@scsmustangs.org



13200 Pearl Road ♦ Strongsville, Ohio 44136

Phone 440.572.7000 ♦ Fax 440.238.7242

www.strongnet.org

To: Cameron Ryba, Superintendent
Jennifer Pelko, Assistant Superintendent

From: Lori Sinick, Transportation Supervisor

Date: July 24, 2019

Re: School Bus Bids

I am recommending Myers Bus Sales and Services be awarded the bus bid. Their bid was the lowest for the (2) 72- passenger conventional school buses and two (2) student with disabilities buses. The majority of our fleet are Thomas C-2's. The department already stocks parts for the Thomas C-2, thus allowing for less downtime for repairs. The price includes stainless steel step wells, and two rows of seat belt ready student seat, a more substantial suspension system, and larger batteries. The purchase price is for 2- 72 passengers and 2-47 passenger Student with Disabilities buses. Our current fleet consists of 65 and 72 passenger buses and 47 passenger student with disabilities buses. It is the department's intent to continue to purchase 72 passenger buses.

(2) 72- Passenger Conventional:		\$ 167,456
Myers Bus Sales	Engine Software	\$ 2,253
	Warranty	\$ <u>7,400</u>
	Total Costs	\$ 177,109

(2) 47- Passenger Mini- Buses

Myers Bus Sales		\$190,034
	Warranty	\$ 7,400
	Engine Software	\$ <u>0</u>
	Total Costs	\$ 197,434

Total Cost \$ 374,543

Moisture Ejector (manual pull chain)
200 Amp Alternator
Matching Amp Gauge
Air Compressor (list cfm)
Air Brakes Frts (upgrade)

Air Brakes Rear (upgrade)	INC	16.5 X 7	INC	INC	16.5 X 7	INC	INC	16.5 x7	INC
Slack Adjusters Automatic (list brand)	INC	HALDEX	INC	INC	MERITOR	INC	INC	MERITOR	INC
ABS Traction Control	INC		INC	INC		INC	\$336.00		INC
Front Axle (list lbs)	INC	10,000 lbs	INC	\$110.00	10,000 lbs	\$110.00	INC	12,000 LBS	INC
Interlock Brake System (ped lok system)	\$1,546.00		\$800.00	\$800.00		\$800.00	INC		\$800.00
Rear Axle Leveling Valve (single or dual)	INC	SINGLE	INC	INC	SINGLE	INC	INC	SINGLE	INC
Oil Lubricated Wheel Bearings	INC		INC	INC		INC	INC		INC
Air Ryde Suspension	\$399.00		INC	\$30.00		INC	INC		INC
Axle Rear (list lbs)			INC	\$499.00		INC	INC		INC
Axle Rear (list lbs)	21,000 LBS		INC	23,000 LBS		INC	21,000 LBS		21,000 LBS
Front Wheel Seals Stemco	\$17.00		INC	INC		INC	N/A		N/A
Rear Wheel Seals Stemco	\$28.00		INC	INC		INC	N/A		N/A
Dust Shields Front	\$48.00		INC	INC		INC	INC		INC
Dust Shields Rear	\$48.00		INC	INC		INC	INC		INC
Batteries 3-12 Volt (list CCA)	\$335.00	2850 CCA	INC	\$94.00	2280 CCA	\$94.00	INC	2100 CCA	\$120.00
Loom Battery Cables	INC		INC	INC		INC	N/A		N/A
Block Heater (plug mount location)	INC	FRONT	INC	\$67.00	rear	\$67.00	INC	FRONT	INC
Engine Block Heater (list watts)	INC	750 WATTS	INC	INC	750 WATTS	INC	INC	750 WATTS	INC
Heavy Duty Battery Box (w/rollers)	N/A		INC	INC		INC	INC		INC
Stainless Steel Battery Tray	N/A		INC	N/A		INC	N/A		N/A
Master Electric Cutoff Switch	INC		INC	INC		INC	\$118.00		INC
Yellow Hood	\$15.00	YELLOW	INC	INC	YELLOW	INC	INC		INC
Body Tie Downs (list type)	N/A	DOUBLE BOLTED	INC	INC	DOUBLE BOLTED	INC	INC	DOUBLE BOLTED	INC
Front Tow Hooks	INC		INC	INC		INC	INC		INC
front interior mirror w/ tint visor	\$29.00		INC	N/A		INC	\$22.00		INC
Double Nickel Mirrors	\$76.00		INC	INC		INC	n/a		n/a
Stainless Steel Screws (ft mount bracket)	\$175.00		INC	INC		INC	\$55.00		INC
Emergency Window Decals (inside/outside)	\$19.00	OUTSIDE	INC	\$40.00	OUTSIDE	\$40.00	INC	OUTSIDE	INC
Roof Hatch (up grade)	N/A	TRANSPIC	INC	INC	LOW / SPECIALTY	INC	INC	SAFE FLEET 1970	INC
Roof Hatch (second hatch w/w/o power)	\$203.00	TRANSPIC W/P	INC	INC	TRANSPIC W/P	INC	\$540.00	SAFE FLEET 1970	INC
Pushout Emergency Window (vertical h)	INC		INC	INC	HORIZONTAL HI	INC	INC		INC
Emergency Door (greaseable hinges)	INC		INC	INC		INC	INC		INC
Outward Opening Entrance Door (air)	INC		INC	INC		INC	INC		INC
Entrance Door Yellow	\$58.00		INC	N/A		INC	INC	BLACK	INC
5/8 Marine Plywood Floor	\$63.00	5/8 CD EXTERIOR	INC	\$32.00	5/8 CD EXTERIOR	\$32.00	INC	5/8 CD EXTERIOR	INC
Step Well (Sound Abatement)	INC		INC	INC		INC	INC		INC
Koroseal Pebble Tread	N/A		INC	n/a		INC	INC	SMI STUD STYLE	INC

Front Barrier Cover with Pouches	\$62.00	1 pouches	INC	1 POUCH	nINC
Seat Color (list color)	INC	BROWN	INC	GREEN	INC
Driver Air Seat	\$91.00	PREMIUM	\$111.00		\$170.00
Driver Seat Fabric	INC		n/a	NON-FLAMMABLE	VINYL
Driver Adj. Shoulder Harness	INC		INC		INC
Driver Adj. pedals	N/A		not needed		NOT NEEDED
16 Gauge Exterior Panel Smooth	INC		\$218.00		\$360.00
Sound Insulation (Acoustical Full)	INC		N/A		INC
Rub Rail	INC		INC		INC
Rub Rail (seal)	INC		N/A		N/A
Silicone Heater Hoses	N/A		INC		OT NEEDED
Silicone Radiator Hoses	N/A		INC		OT NEEDED
Clamps (constant torque engine/radiator)	INC		INC		INC
Air Stop Arm (W/Strobe Lights)	\$145.00	LED STROBE	INC.	LED STROBE	INC
Crossing Gate (Air)	INC	SPECIALTY	not needed	SPECIALTY	OT NEEDED
Latch/magnet Crossing Gate	INC		INC		N/A
Safety Equipment Box over Frt Windshi	\$35.00		INC		INC
Storage Box (Next to Drivers)	\$35.00		INC		INC
Tires (11R 22.5)	INC	ALL 6 (ST) TIRES	INC	ALL 6 (ST) TIRES	INC
Wheels (hub piloted)	INC		INC		INC
Other Options					
braun Lift			\$4,112.00		
flat floor			\$45.00		
39" track mounted seats each			\$70.00		
sur loc FF-612 -4C-7			\$258.00		
Cost of CR-39			\$584.00		
recess floor L track both sides			\$2,810.00		
front barrier cover with a single pouch			INC.		\$8.00
exterior entrance light activated by opening service door			n/a		\$30.00
staggered seats	\$120.00		INC.		INC
Midship heater					\$230.00
Student Detection System	INC	THEIR OWN SYS	INC.	CHILD REMINDER	\$95.00
Intermittent Wipers W/1Gal. Washer	INC	1 GALLON	INC	1 GAL	INC
Emergency Exit Windows (4 - total)	\$158.00	2 ADDITIONAL =	INC	4 WINDOWS	INC
Cruise Control	INC	TURN ON	INC		INC
Exhaust LH Discharge before Rear Wheel	\$318.00		N/A		INC
Stainless steel Radiator Pipes			\$305.00		

Tilt/Teloscopic Steering Wheel	\$447.00
Double left side storage compartments	N/A
Double right side storage compartments	N/A
Tinted windows	\$245.00
E-Z Grip Parking Brake Cover	\$14.00
Adjustable Pedals, factory installed	
drivers high visibility orange safety adjustable s	INC
Total Options	\$11,189.00

INC
N/A
N/A
N/A
INC
\$312.00
n/a
\$7,871.00

INC
N/A
N/A
N/A
INC
\$312.00
n/a
\$12,948.00

INC
N/A
N/A
N/A
INC
\$1.00
\$10,114.00

Base Price
Utilized Unit
Cost Per Unit
Discount Per Unit
Total Units Purchased (2)

\$76,520.00
\$11,189.00
\$87,709.00
\$0.00
\$175,418.00

\$76,590.00
\$22,127.00
\$98,717.00
\$0.00
\$197,434.00

\$76,500.00
\$10,114.00
\$86,614.00
\$173,228.00

If paid on Delivery

Manuals/Software

Engine Software
ABS Software
Transmission Software
Parts Manual CD
Service Manual CD
Nexiq Adapter USB Port Connection
License Renewal

\$1,081.00
\$380.00
\$792.00
On Line
On Line

On Line
On Line

\$650.00
INC
INC
N/A



SERVICE AGREEMENT

By and Between

STRONGSVILLE CITY SCHOOLS and PSI AFFILIATES, INC./PSI ASSOCIATES, INC.

THIS AGREEMENT for services is entered into this 24th day of May, 2019 by and between the Strongsville City Schools, hereinafter referred to as "Client", and PSI Affiliates, Inc./PSI Associates, Inc., hereinafter collectively referred to as "PSI," to perform services as specified to schools in the Strongsville City Schools specifically named in Attachment A to this Agreement and thereby becoming a part of this Agreement pursuant to relevant sections of the Ohio Revised Code. Additional Attachments to this Agreement may be included herein and, if included, will become part of this Agreement.

I. Services

PSI agrees to provide the following Services, ("Services") in accordance with requirements of Client in such numbers and subject to such rules and regulations of the specific school of the client ("The School") as are applicable to the satisfactory performance of this Agreement to the benefit of The School for the stated school years, or part thereof.

- | | |
|--|--|
| <input checked="" type="checkbox"/> Registered Nurse Services | <input type="checkbox"/> Foreign Language Teacher Services |
| <input type="checkbox"/> Licensed Practical Nurse Services | <input type="checkbox"/> Clerk |
| <input checked="" type="checkbox"/> School Health Assistant | <input checked="" type="checkbox"/> School Psychology/ Psychology Services |
| <input type="checkbox"/> Health Screenings Program | <input type="checkbox"/> Counselor |
| <input checked="" type="checkbox"/> Speech/Language Pathologist Services | <input type="checkbox"/> Educational Aide |
| <input checked="" type="checkbox"/> Intervention Specialist | <input type="checkbox"/> OT/PT |
| <input type="checkbox"/> Gifted/Talented Teacher Services | <input type="checkbox"/> Tutor |
| <input type="checkbox"/> Remedial/Title 1 Teacher Services | |

A description of Services to be performed by PSI to Client is attached hereto as Attachment B. The parties agree that Services may vary depending upon the Client and the Client's needs and priorities. Client and PSI agree that the parties will regularly communicate with each other to determine Services to be provided pursuant to this Agreement. Client agrees to inform PSI on a timely basis if Services performed are deemed not be satisfactory by Client and/or if Services so provided by PSI need to be revised. PSI will provide to Client a cost and service proposal for any revisions to Services requested by Client and any additional Services needed by Client that are not currently provided or contracted for as set forth in this Agreement.

II. Initial Term. In accordance with this contract, PSI will provide Services to Client for a one (1) year term starting in the 2019-2020 school year, continuing through the conclusion of the 2019-2020 school year.

III. Compensation:

In consideration of the Services and/or provisions as set forth and as incorporated into this Agreement, Client shall cause to be paid to PSI no more than the following Yearly Fees, except as may be provided for pursuant to the terms of this Agreement. The schedule of all fees are specifically described in Attachment A which has been incorporated herein. Any additional fees as provided for in this Agreement will be assessed for additional Services or changes for Services as set forth in this Agreement.

YEAR ONE \$203,598.18

IV. Payments for Services Rendered. Client hereby agrees to pay to PSI within thirty (30) days of receipt of PSI's monthly invoices the specified value of actual Services rendered in the monthly billing cycle, with the total payment not to exceed the amount contracted for herein, except as agreed upon by Client and PSI to pursuant to the terms of this Agreement.

V. Changes and Additional Services. PSI shall provide the Additional Services and Additional Optional Services as noted in the Exhibits attached hereto and at the rates noted therein upon written request signed by Client. Client also agrees to pay PSI, in addition to the above-stipulated charges, the hourly rates indicated in Attachment A, for those additional and supplemental Services requested by Client and provided by PSI. Also, any changes to the Agreement that are required or requested by Client to PSI, shall be provided in writing and include the stipulated charges and/or hourly rates. Any Additional Services, Additional Optional Services and changes shall be included in

the appropriate monthly invoice and subject to payment as set forth above.

VI. Reporting. PSI agrees to provide Client with reports and/or documentation as needed and determined by Client to be necessary to complete local, state, and/or federal reports.

VII. Compliance with Law. PSI further agrees to employ personnel to service designated schools under the terms of this Agreement and agrees to fully abide by all Federal and State laws applicable to employment and/or assignment of such personnel including taking any appropriate action to insure that personnel so employed by PSI fully comply with the provisions of the Affordable Health Care Act. Non-licensed personnel will be appropriately supervised. Only persons with satisfactory criminal background checks will be employed. PSI further abides by all federal and state laws pertaining to employment obligations such as participation in Worker's Compensation, Unemployment Insurance and other appropriate entitlements.

VIII. Coverage Schedule. PSI shall establish a schedule satisfactory to Client setting forth, among other things, the dates, times and locations that personnel will be assigned to perform the Services. PSI shall provide to Client, upon request, a copy of the schedule and any updates to the schedule, and PSI shall make such changes to the schedule as reasonably requested by Client.

IX. Dismissal of Employees. PSI shall dismiss from performing Services to Client any person employed by PSI who Client reasonably determines to be incompetent, guilty of misconduct, dangerous to the safety of the students of Client, or detrimental to the operations of Client. Client shall provide written notice to PSI of all facts and issues pertaining to said request for dismissals and shall cooperate fully with PSI in regard to any investigation relating to said dismissal request.

X. Office Space and Supplies. Client shall provide suitable, appropriate office space that is quiet and private for use of the PSI staff assigned to the school/s. This also includes storage space for supplies and equipment. Client will also provide appropriate supplies and equipment that are customary and standard for the Services provided, where so agreed. Examples of these include, but are not limited to: office supplies and equipment, medical supplies and equipment (if health services are provided), and required testing materials for use by PSI and to enable PSI to provide the Services that they are contracted to perform. Client will be billed for all supplies and equipment, purchased at Client request, to include but not be limited to test equipment, protocols, health supplies, clinic equipment, etc. The testing protocols will be billed as replenishing is needed. Client agrees to provide adequate security at the school office site and to include any personnel provided by PSI to Client through this Agreement in any security training that personnel of Client are required to take.

XI. Student Records. All student records shall be the sole and exclusive property of Client, subject to any access and copying rights as permitted by law. PSI will have reasonable access to such documents, forms, records and other materials and information as permitted by law and as necessary to perform the Services and for other lawful purposes. Client will retain all records and other materials for the time periods required by applicable law and generally accepted practices. Client and PSI shall at all times comply with all applicable laws, rules and regulations relating to the confidentiality of medical records and other information.

XII. Cooperation. In the event that either party becomes aware of any alleged incident which may include injury resulting from the care or treatment of any person pursuant to this Agreement, each party has a duty to give the other party written notice of the incident in a timely manner of the known circumstances surrounding the incident including the name, school, and circumstances of the alleged incident and the contact information of any available witnesses. Each party further agrees to fully cooperate with the other party in regard to any investigations and follow through in regard to said incident.

XIII. Agreement not to Hire. Client hereby agrees that Client shall not, during the term of this Agreement and for a period of twenty-four (24) months following the termination or expiration of this Agreement, employ, solicit, or make an offer of employment or enter into any employment agreement with any person who has been a PSI employee who at any time during the term of this Agreement provided, supervised, directed or was involved in any manner in the provision of Services under this Agreement. Client further agrees not to hire any PSI employee nor any contractors, or subcontractors providing Services under this Agreement, without the express written permission of the President of PSI. This provision shall apply to any employee, independent contractor, any independent contractor or employee who is involved with an agency providing Services under this Agreement or is a related entity or is involved in any type of agreement to provide Services to the Client as an employee or subcontractor of PSI.

XIV. Insurance. Client shall keep Client's buildings, including the Premises and all property contained therein, insured against loss or damage from fire, explosion, similar casualties, or other cause including personal injury normally covered in standard broad form property insurance policies. Provider will maintain adequate security for damages within the self insured retention selected as determined by a reputable actuary.

XV. Termination. PSI shall have the right at its own discretion, to terminate this Agreement in the event that Client fails to make any payment when due under this Agreement and said payment remains unpaid for a period of five (5) days after written notice to Client from PSI. Furthermore, PSI shall have the right to terminate this Agreement in the event Client is determined by PSI to have engaged in any illegal, unethical or unprofessional behavior or actions that PSI deems to be detrimental to its continued performance of Services under this Agreement. PSI also reserves the right to terminate this Agreement in the event that Client materially breaches the terms of this Agreement and said breach is not cured within thirty (30) days of notice from PSI. Furthermore, PSI reserves the right to terminate this Agreement in the event of any filings pertaining to the insolvency of Client including bankruptcy, receivership, or State take-over.

XV(a). In the event that Client seeks to terminate this Agreement based upon an allegation of material breach of this Agreement by PSI, Client shall be obligated to do the following:

1. Client shall provide written notice to PSI specifically setting forth the facts and reasons utilized by Client to claim a material breach by PSI.
2. PSI shall have thirty (30) days after receipt of notice from Client to work with Client to improve the situation to a reasonably satisfactory level that addresses the areas of concern set forth in the written notice provided by Client to PSI.
3. If PSI cannot improve the matters cited in the written notice to a reasonably satisfactory level as agreed upon by the parties within said thirty (30) day period, Client shall have the right to terminate the contract.

XVI. Confidentiality. By virtue of this Agreement, Client shall have access to information that is Confidential and Proprietary to PSI, including (without limitation) business and financial records, billing information, contracts, vendor/supplier information, customer lists and demographic information, policies, and procedures. Confidential, Proprietary Information includes manuals, and strategic planning information which may be in various forms and media, and which may be or may come into existence at any time this Agreement is in effect. Such Confidential, Proprietary Information belongs solely to PSI and Client shall have no ownership in, or control over it. Client shall maintain the confidentiality of all Confidential and Proprietary Information, and shall not disclose it to third parties unless required to do so by law. Nor shall Client use any Confidential and Proprietary Information for its own benefit to the competitive detriment or embarrassment of PSI. This requirement is perpetual and survives the termination of this Agreement.

XVII. Notice. Any notice or communication required or permitted to be given hereunder shall be in writing and served personally, delivered by courier or sent by United States certified mail, postage prepaid with return receipt requested, addressed to PSI as follows:

To Client: PSI
Colleen Lorber,
Chief Operating Officer
2112 Case Parkway South #10
Twinsburg, Ohio 44087-0468

XVIII. Assignment. The Agreement may not be assigned by either party without the written consent of the other.

XIX. Waiver. A waiver of any failure to perform under the Agreement shall neither be construed as nor constitute a waiver of any subsequent failure.

XX. Severability. If any term or provision of the Agreement or the application thereof to any person or circumstance shall, to any extent or for any reason be invalid or unenforceable, the remainder of the Agreement and the application of such term or provision to any person or circumstance other than those as to which it is held invalid or unenforceable shall not be affected thereby, and each remaining term and provision of the Agreement shall be valid and enforceable to the fullest extent permitted by law.

XXI. Amendments to Agreement. All provisions of the Agreement shall remain in effect throughout the term thereof unless the parties agree, in a written document signed by both parties, to amend, add or delete any provision.

XXII. Findings for Recovery. PSI warrants and represents that it is not subject to a finding for recovery under Ohio Revised Code Section 9.24, or that Provider has taken the appropriate remedial steps required under Ohio Revised Code Section 9.24, or otherwise qualifies under Ohio Revised Code Section 9.24.

XXIII. Captions. Headings and titles of Articles, paragraphs and other subparts of this Agreement are for convenience of reference only and shall not be considered in interpreting the text of this Agreement. Modifications or amendments to this Agreement must be in writing and executed by duly authorized representatives of each party.

XXIV. Counterparts. This Agreement may be executed in any number of counterparts, all of which taken together shall constitute one and the same instrument, and any of the parties hereto may execute this Agreement by signing any such counterpart.

XXV. Entire Agreement. This Agreement and its attachments and other documents specifically incorporated by reference herein contains the entire understanding and agreement of the parties concerning the matters contained herein, and supersedes and replaces any prior or contemporaneous oral or written contracts or communications concerning the matters contained herein.

XXVI. Purchase Order. Receipt of Purchase Order from Client constitutes agreement with the terms and conditions of this Agreement, herein.

XXVII. Governing Law. This Agreement will be interpreted, construed, and governed according to the laws of the State of Ohio.

Strongsville City Schools Designee

PSI Designee

Steven L. Rosenberg, President

Print Name and Title

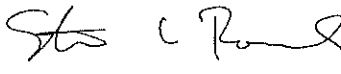
Print Name and Title

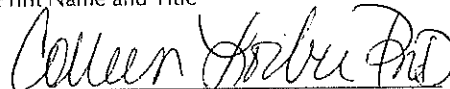
Witness

Witness

Date

Date







ATTACHMENT A

EXHIBIT C

Page 5 of 11

The schools and services to be served by PSI for the 2019-2020 school year are listed below. Any errors, additions, or deletions should be noted either on the purchase order submitted or through an explanatory letter.

<u>School</u>	<u>Position</u>	<u>Hours per Wk</u>	<u>Days per Wk</u>	<u>Wks per Yr</u>	<u>Total Hours</u>	<u>Total Days</u>	<u>Annual Cost</u>
Ss. Joseph and John Interparochial	School Health Assistant	30		36	1080		\$19,558.80
Ss. Joseph and John Interparochial	Registered Nurse				63		\$2,589.30
Ss. Joseph and John Interparochial	Speech/Language Pathologist	17.5		36	630		\$37,409.40
Ss. Joseph and John Interparochial	School Psychologist / Psychologist	35		36	1260		\$68,833.80
Ss. Joseph and John Interparochial	Intervention Specialist	35		36	1260		\$67,725.00
Ss. Joseph and John Interparochial	VIB Speech	3.5		36	126		\$7,481.88
Total							\$203,598.18

Additional Services to be billed at hourly charge, approved by a District or School Designee.



PSI Associates, Inc./PSI Affiliates, Inc.

Attachment B

REGISTERED NURSE POSITION DUTIES

Assess and monitor student health needs and provide appropriate nursing interventions and services to students by performing professional nursing duties as defined in the psi Health Resource Guide and the Ohio Department of Health and in accordance with acceptable state nursing practice guidelines.

Administer prescribed medications and monitor student behavior and reaction to the administration of medication; provide first aid as required and nursing interventions for acute and chronic medical complaints; complete required documentation of health services needed and provided; provide and promote relationships between community health providers and students, parents, and the community at large

In addition to providing direct service to students and ensuring that school health records are properly maintained, the psi Registered Nurse is also the direct supervisor of the psi Health Services Employee(s) and assigns and monitors the psi Health Services Employee(s)' duties. Communication should be arranged between all other health staff on school health activities

educational services • school health programs • training/education

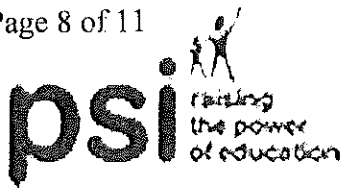
psi Associates, Inc./psi Affiliates, Inc.

Attachment B

SCHOOL HEALTH ASSISTANT POSITION DUTIES

Under the supervision and direction of the psi Registered Nurse, the psi School Health Assistant will collaborate in providing services to schools to work toward the health and wellness of students and the improvement of health conditions in general. The psi School Health Assistants must possess a High School diploma; postsecondary education or training preferred. Medical Assistants must possess a Certificate of Completion/Diploma from a Medical Assistant Program. The psi School Health Assistant must successfully complete the psi School Health Clinic Exam.

The psi School Health Assistant will facilitate student health needs; administer prescribed medications, including emergency injections, may administer insulin based on student needs and the successful completion of Diabetes Level III training, as needed; may administer medication through a G-tube at the discretion of psi after training complete; monitors student behavior and reaction to the administration of medication; provides first aid in accordance with established first aid procedures; assists in the health screening programs and school health programs; completes required documentation of health services needed and provided; is responsible for health clinic records; is responsible for shared health clinic maintenance; provides and promotes relationships between community health providers and students, parents, and the community at large. In addition, all psi School Health Assistants are conversant with the psi **Health Resource Guide**.



PSI Affiliates, Inc./PSI Associates, Inc.
Attachment B
Speech/Language Position

The goal of the Speech/Language Pathology Program is to provide educational instruction via direct services (in-person and/or virtual) to school-age children by certified, professional clinicians. Specific duties may vary depending upon the assigned school and are identified in consultation with school personnel. Among the responsibilities of a Speech/Language Pathologist include the following:

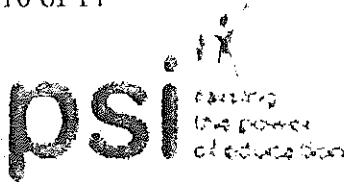
- 1) Ensure that all procedures are in compliance with state, federal, and local requirements regarding the evaluation, placement, and education of students with speech/language needs.
- 2) Establish a productive, educational connection with students, and a professional relationship with school officials and designated school facilitator/e-Helper (if instructing via virtual model). Establish and maintain a professional relationship with students' parents/guardians.
- 3) Conduct appropriate individual evaluations of the communicative status of students referred for suspected speech/language disabilities. Contribute appropriate paperwork for the Evaluation Team Report.
- 4) Conduct screening activities for students according to timetables established by school and/or PSI policy.
- 5) Develop and implement Individual Education Plans, Service Plans and/or Intervention Programs for students.
- 6) Cooperatively schedule students identified for speech/language services according to minutes indicated on the students' IEPs, ISPs, and/or Intervention Plans. If providing services through the virtual model, the SLP will work cooperatively with the designated school facilitator/e-Helper to establish a speech/language schedule that accommodates student and school routines.
- 7) Conduct individual and/or small group therapeutic activities for students identified as needing Speech/Language services.
- 8) Maintain an appropriate workload/caseload ratio for quality service delivery.
- 9) Consult and collaborate with building principal, teachers, and school staff members regarding appropriate educational practices for students.
- 10) Identify individual goals and objectives for each student served. Develop curriculum-based, lesson plans that are age, grade and skill appropriate.
- 11) Maintain accurate, complete, and up-to-date files for each student served. Such files should contain student therapy logs, evaluation reports, IEPs/ISPs/Intervention Plans (if applicable), progress reports, and records of correspondence regarding the student.
- 12) Participate as a member of the multidisciplinary team in evaluation and decision-making activities for any student referred for a suspected disability, where assessment of communicative status is required.
- 13) Make referrals to and communicate with qualified school professionals as appropriate.
- 14) Provide school administrators, teachers and parents with periodic progress reports and documentation for students served when needed.
- 15) Provide administrators with periodic reports of activities and caseload status through verbal and written communication, as appropriate.
- 16) Develop and provide home assignments for remedial/enrichment activities for homework practice and/or during vacation breaks, as needed.
- 17) Ongoing consultation with administrative and professional supervisors, including participation in site visits, in accordance with policies of PSI and the Ohio Board of Speech Language Pathology & Audiology.
- 18) Adhere to federal, state and local law and regulations related to the delivery of speech/language services.
- 19) Adhere to confidentiality standards in the provision of speech/language services for all students.



PSI Affiliates, Inc./PSI Associates, Inc.
Attachment B
Intervention Specialist Position

The goal of the PSI's Educational Services Program is to provide educational instruction via direct services (in-person and/or virtual) to school-age children by certified, licensed, professional teachers. Specific duties may vary depending upon the assigned school and are identified in consultation with school personnel. Among the responsibilities of an Intervention Specialist include the following:

1. Establish a productive, educational connection with students, and a professional relationship with school officials and a designated school facilitator/e-Helper (if instructing via virtual model). Establish and maintain a professional relationship with students' parents/guardians.
2. Collaborate and consult with teachers, principal and other staff members regarding appropriate educational practices to enhance achievement and promote healthy adjustment.
3. Implement Individualized Education Programs (IEP), Individualized Services Plan (ISP) and/or Intervention Plans for students where applicable.
4. Provide administrators, teachers, parents, and PSI staff (supervisor and/or *Virtualpsi* Coordinator with periodic progress reports and documentation for students served within designated time frames.
5. Complete and return by the due date all forms/paperwork required by PSI.
6. Ensure that all procedures are in compliance with state, federal, and local requirements regarding the student's educational needs.
7. Cooperatively schedule students identified for services according to minutes indicated on the students' IEPs, ISPs, and/or Intervention Plans. If providing services through the virtual model, the IS will work cooperatively with the designated school facilitator/e-Helper to establish a schedule that accommodates student schedules and school routines.
8. Maintain an appropriate workload/caseload ratio for quality service delivery.
9. Identify individual goals and objectives for each student served. Develop lesson plans that relate to the students' goals/objectives and curriculum; are appropriate for the students' age, grade level, and ability, and are of a motivating and innovative nature.
10. Maintain current, accurate and complete files for each student served. Files should include intervention notes, session logs, progress reports, copies of IEPs/ISPs/Intervention Plans (if applicable), parent correspondence, and any periodic summaries of the services provided for the student.
11. Participate in workshops/seminars/staff developments opportunities offered by PSI and/or other agencies that enhance and extend the IS's professional expertise.
12. Report directly to PSI supervisor and/or Coordinator of *Virtualpsi* for all job/clinical/virtual related questions or concerns.
13. Adhere to federal, state and local laws and regulations related to the delivery of educational services.
14. Adhere to confidentiality standards in the provision of educational services for all students.



PSI Affiliates, Inc./PSI Associates, Inc.
Attachment B
School Psychology Personnel Position

The heart of PSI's school psychology program lies in the daily provision of direct services to school children by staff members. Duties may vary depending upon the building to which PSI staff is assigned. Specific duties are assigned by PSI in consultation with school personnel and may include the following:

1. Pre-referral consultation and intervention services delivered in accordance with state and federal guidelines.
2. Participate in Student Assistance Teams.
3. Participate in the evaluation and decision-making activities of Evaluation and IEP Teams convened for students with suspected disabling conditions (e.g., Learning Disabilities; Intellectual Disabilities; Emotional Disturbances; etc.).
4. Multifactorial evaluation activities to plan interventions and/or assist in determining Special Education eligibility and needs.
5. Consult and coordinate with school officials and PSI administrative supervisors regarding identification and placement activities for students with suspected disabilities.
6. Coordinate data collection and preparation of Evaluation Team Report.
7. Individual/Small group counseling for students to address social, emotional, behavioral and academic concerns.
8. Skill training programs with students to foster more appropriate social, emotional, behavioral and academic skills.
9. Consultation with teachers and other staff members regarding appropriate educational practices to enhance achievement and promote healthy adjustment.
10. Attendance at periodic in-service and staff development programs offered by PSI, public school districts, and other agencies.
11. Ongoing consultation with administrative and professional supervisors, including participation in site visits, in accordance with policies of PSI and the Ohio Board of Psychology.
12. Adherence to appropriate professional codes of ethics (e.g., OSPA, NASP).



Attachment C Leave Days

Eligible* employees may qualify for a maximum of two (2) leave days authorized for professional development, and a maximum of five (5) days authorized for illness, personal reasons, and emergency school closings during the school year. Such days are verified on monthly time sheets submitted to Client. Schools will not be charged for lost days beyond the maximum.

*Eligible employees may include those staff in the psi Educational Support Services Department such as: Speech/Language Pathologist, Intervention Specialist, Gifted/Talented Teacher, Tutor/Remedial Teacher, Psychologist, Counselor and Special Education Services.