

## **Record of Proceedings Minutes of Regular Meeting**

**Board of Education  
Regular Meeting**

**Monday  
February 4, 2019**

The Field Local School District Board of Education held its Regular Meeting on Monday February 4, 2019 in the Field High School Cafeteria, 2900 State Route 43, Mogadore, OH 44260 at 7:00 P.M.

- **Pledge of Allegiance**
- **Silent Meditation**
- **Roll Call**

Steve Calcei-Yes, Julie Kline-Yes, Randy Porter-Yes, Larry Stewart-Yes, Laura May-Yes  
Student Representative-Sarah Snyder-Yes

Member Kline moved, seconded by Member Calcei that the Field Local Board of Education approve the minutes from the January 14, 2019 organizational meeting and the January 14, 2019 regular meeting. **19-0018**

*Roll Call: Kline-Yes, Calcei-Yes, Porter-Yes, Stewart-Yes, May-Yes.*  
President declared the motion carried

Member Stewart moved, seconded by Member Porter that the Field Local Board of Education adopt the following agenda for the February 4, 2019 regular meeting. **19-0019**

*Roll Call: Stewart-Yes, Porter-Yes, Calcei-Yes, Kline-Yes May-Yes.*  
President declared the motion carried

**Student Representative Report** – Winter Formal was this past Saturday and it was a huge success/The Juniors are scheduled to take the ACT March 12<sup>th</sup>. This test will be provided by the school and is free to all juniors./The musical “My Fair Lady” was chosen as our spring Musical./Spring sports tryouts are going to start on February 19<sup>th</sup>./The student body is aware that if the levy does not pass, some of our favorite teachers may no longer be teaching. In response, a Student Levy Committee was organized and the goal of this group is to get everyone who can vote to vote yes for our levy.

**Superintendent’s Report** - Mr. Heflinger stated that the legislative year is off to a slow start in Columbus. The budget will probably come out from the new Governor sometime in March. That usually includes a host of proposals that go along with other legislative items for a variety of topics. We will be eager to see what Governor DeWine is proposing for education. Speaker, Larry Householder, has promised to work across the aisle for bipartisan support and has embraced the work of the Cupp-Patterson work group. We are encouraged by his early comments and hope it will be a good start to the legislative year in Columbus. /Mr. Heflinger also thanked Sarah for doing another great job this month. Sarah is also on the Student Advisory Group for the purpose of keeping things running smoothly and improving for the students.

- **Legislative Liaison Report**

- **Recognition of visitors**

Public participation is encouraged during this portion of the Field Local business meeting. If you have questions, suggestions, or concerns, your first contact should be with the teacher or principal at the school building level. If you are not satisfied with the response you may contact the superintendent. By following this procedure, you will generally receive a prompt, informed response. The Board of Education recognizes the value of public comment on educational issues and the importance of allowing citizens to present helpful suggestions for the school district. Public participation at board meetings is governed by the following guidelines:

Public comment is permitted during the recognition of visitors portion of the meeting and will not exceed thirty minutes total. Attendees must register their intention to participate in the public portion of the meeting upon their arrival at the meeting. Speakers must be recognized by the presiding officer and preface their comments by stating their name, address, and group affiliation, if appropriate. Each speaker is limited to three minutes and may not speak twice on the same subject until all have spoken. Persons desiring more time should follow the procedure of the board to be placed on the regular agenda. All statements shall be directed to the presiding officer; no person may address or question Board members individually.

(R.C.3313.20 Board Policy | Chapter 1 - Board of Education | Policy 1.16 | Adopted August 10, 2015)

Member Porter moved, seconded by Member Calcei that the Field Local Board of Education approve the consent agenda as presented. 19-0020

Mr. Heflinger reminded people that it is important that the district pass both the renewal and the new operating levies in addition on how we are getting the word out to the community.

Mrs. May stated that there will be a levy volunteer meeting on February 13<sup>th</sup> @ 6:30 p.m.

*Roll Call: Porter-Yes, Calcei-Yes, Kline-Yes, Stewart-Yes, May-Yes.*

President declared the motion carried

## **CONSENT AGENDA**

### **Superintendent Items**

- **Resignation(s) / Transfer(s)** - The Superintendent recommends that the Field Local Board of Education approve the transfer(s) of the following:

Russell Shaffer, Bus Aide, will transfer to Bus Driver effective February 5, 2019.  
Rate of pay per Negotiated Agreement.

- **Field Trips** – The Superintendent recommends that the Field Local Board of Education approve the following field trips for the 2019-2020 school year:

1. Field Middle School-Washington, D.C. October 23-25, 2019 through Paskey Tours (Exhibit S-1).
2. Royal Gardsman Marching Band to Orlando, Florida, February 12-18, 2020 (Exhibit S-2).

- **Leave of Absence** - The Superintendent recommends that the Field Local Board of Education approve the following parental leave of absence for certified personnel:

Cortney Schrank, Teacher at Suffield effective March 22, 2019. Effective date of return will be last contracted teacher work day during the 2018-2019 school year.

- **Volunteers** – The Superintendent recommends that the Field Local Board of Education approve the following volunteers for the 2018-2019 school year:

Tom Contant, Varsity Baseball.

- **Supplemental Contract(s)** – The Superintendent recommends that the Field Local Board of Education employ the following for the 2018-2019 school year.

*\*\*The positions below have been posted and offered to those employees of the district who have a certificate of a type described in Section 3319.22 of the Ohio Revised Code and no such employee qualified to fill the position has accepted. The position has been advertised as available to any individual with such a certificate who is qualified to fill the position and is not employed by the board, and no such person has applied for and accepted the position\*\**

**Classified Athletic**

1. Jake Mazak, JV/Asst. Baseball Coach (50%)-\$1,025.00  
0 years experience, 1 year contract
2. Dru Pifel, JV/Asst. Baseball Coach (50%)-\$1,025.00  
0 years experience, 1 year contract

- **Operations/Vendor Contracts** – The Superintendent recommends that the Field Local Board of Education enter into a vendor contract with the following:

1. College Credit Plus-University of Akron for the 2019-2020 school year (Exhibit S-3).
2. Stark State College-College Credit Plus for the 2019-2020 school year (Exhibit S-5).

- **Payment/Fiscal Item** – The Superintendent recommends that the Field Local Board of Education approve payment for the following:

Payment in lieu of transportation to the parents whose children attend Parochial Schools

for the 2018-2019 school year (update) (Exhibit S-4).

**Treasurer Items**

- **Fiscal – The Treasurer recommends that the Field Local Board of Education approve the following:**

Financial reports for the period ending December 31, 2018.

- The Treasurer recommends that the Field Local Board of Education approve the “Resolution Declaring Intent To Proceed with Election On The Question Of Renewal Of A Tax In Excess Of the Ten-Mill Limitation (Exhibit T-1).

**7.3 mills for current operating expenses**

- The Treasurer recommends that the Field Local Board of Education approve the “Resolution Declaring Intent To Proceed with Election On The Question Of An Additional Tax In Excess Of the Ten-Mill Limitation (Exhibit T-2).

**10.75 mills shall be appropriated for current operating expenses and;  
1.00 mills shall be apportioned for general, on-going permanent improvements.**

There being no further business to come before the Field Local Board of Education  
Member Kline moved, seconded by Member Stewart to adjourn the February 4, 2019  
regular meeting. 19-0021

*Roll Call: Kline-Yes, Stewart-Yes, Calcei-Yes, Porter-Yes, May-Yes.*

*President declared the motion carried*

The meeting was adjourned at 7:10 P.M.

  
\_\_\_\_\_  
Laura May, President

  
\_\_\_\_\_  
Attest: Todd Carpenter, Treasurer



Exhibit S-1  
February 4, 2019

1428 River Trail Blvd. • Kent, OH

Phone: 330 - 677-1000

E-mail: [Info@PaskeyTours.com](mailto:Info@PaskeyTours.com)

January 15, 2019

**Trip Confirmation & Agreement Contract**  
**Field Middle School trip to Washington, DC**  
**October 23 - 25, 2019 (Wednesday - Friday)**

**Package details:**

- Two nights at the Best Western Plus, Rockville, MD
- Evening security each night at your hotel
- 7 meals; 2 breakfasts, 3 lunches\*, and 2 dinners  
\* Each student will receive \$10 cash for lunch on the PA Turnpike rest area
- Tour of Washington with a step-on guide
- Group color photo for each student
- A hoodie for each student
- Tour manager, Tom Condit, will accompany the group
- A \$50 credit per student for parents of multiple siblings
- Up to three chaperones per bus may travel at no charge
- One school administrator may travel at no charge
- One complimentary trip to be used at the discretion of the School Principal
- Transportation furnished by Barons Bus Lines, Cleveland OH
- Paskey Tours will handle all payment collections
- All taxes and gratuities

**Cost:**

\$ 330 per student with four students to a room

All payments are fully refundable until September 23, 2019. After that date there will be NO refunds.

**Payment Schedule:**

\$ 165 deposit due on May 16, 2019

\$ 165 final payment due on September 12, 2019

*Ron Paskey*

Ron Paskey  
Paskey Tours

Date 1/15/19

\_\_\_\_\_  
Susan Blake  
Field Middle School Principal

Date \_\_\_\_\_

*over*

# WASHINGTON D.C. 8<sup>th</sup> GRADE TRIP

## FIELD MIDDLE SCHOOL

Wednesday through Friday, October 23 - 25, 2019

### DATES to REMEMBER

(save this sheet)

May 16, 2019 – Thursday

\$ 165 Deposit due

September 12, 2019 – Thursday

\$ 165 Final payment and your  
Emergency Medical Form due

September 19, 2019 – Thursday

Roommate selection made

September 23, 2019 – Monday

Last day to cancel trip and still get  
a full refund.

October 16, 2019 – Wednesday

Pre-trip meeting at 6:30 PM.

### TRIP DATES

October 23, 2019 – Wednesday

Buses depart at 8:15 AM

October 25, 2019 – Friday

Buses return around 7:15 PM

### Sightseeing areas include:\*\*

- Capitol Building & White House
- Arlington Cemetery
- Holocaust Museum
- Lincoln and WW II Memorials
- U.S. Capitol walk around
- Natural History Smithsonian
- American History Smithsonian
- Vietnam Veterans Memorial
- Korean Memorial
- Jefferson Memorial
- Roosevelt Memorial
- Martin Luther King Memorial

\*\* Some sights might not be included  
due to weather and/or government  
restrictions.

For additional information, call  
Paskey Tours at 330-677-1000,  
or go to [info@PaskeyTours.com](mailto:info@PaskeyTours.com)

✂

Field Middle School 8<sup>th</sup> grade students will have the opportunity to go to our nation's capital, Washington, D.C. We will depart from Field on Wednesday, October 23<sup>rd</sup> at 8:15 AM, and return home on Friday, October 25<sup>th</sup> around 7:15 PM.

**The cost of the trip is \$330 per student.** The trip includes deluxe motorcoach transportation by Barons Bus Lines, two nights lodging at the Best Western Plus, Rockville, Maryland, with night security, four students to a room, seven paid meals (two full breakfasts, three lunches, two dinners), sightseeing with a licensed Washington Tour Guide, color group photo, a souvenir hoodie, and all taxes and gratuities. *(Parents with multiple students receive a \$50 discount per student. Discount will be deducted from the deposit.)*

On Thursday, May 16, 2019, a deposit of \$165 is due from each student. Then in the Fall, the final payment will be due on Thursday, September 12<sup>th</sup>. There will be a pre-trip meeting on Wednesday, October 16<sup>th</sup> at 6:30 PM. Look in the school newsletter for reminder information.

### PAYMENT INFORMATION:

**\$165** Deposit due May 16, 2019. Paskey Tours will be at FMS to collect deposits during the 7<sup>th</sup> grade lunch period. Please **DO NOT** send in your deposit prior to this date.

**\$165** Final payment due September 12, 2019, along with your Emergency Medical Form.

*Payment will be refunded if a student cancels on or before Sept. 23<sup>rd</sup>.  
AFTER that date there are **NO REFUNDS**.*

**Reservations are on a first come, first served basis.**

Your check or money order should be made payable to **Paskey Tours**. **(NO CASH Please)** Print your student's name on the memo line of the check. Payment must be brought to the school on any of the above dates. There will be a \$25 fee for any returned checks.

**Forms are available on-line at [www.fieldlocalschools.org](http://www.fieldlocalschools.org).**

### PARENT / GUARDIAN APPROVAL SLIP (Please detach & return with deposit)

Print Student Name \_\_\_\_\_ Circle one: Boy Girl ☐

Parent/Guardian approval signature for tour participation: \_\_\_\_\_

Please Circle Student's Hoodie Size: S M L XL XXL (Adult sizes)

Field M S

**REQUEST FOR NON-ROUTINE OVERNIGHT TRIP FOR THE  
FIELD HIGH SCHOOL ROYAL GARDSMEN MARCHING BAND TO  
ORLANDO, FLORIDA: DISNEY MAGIC MUSIC DAYS  
AND THE EDISON FESTIVAL OF LIGHT PARADE IN FT. MYERS, FL.  
FEBRUARY 12-18, 2020**

Exhibit S-2  
February 4, 2019

**1. A STATEMENT OF EDUCATIONAL AIMS AND VALUES**

Along with the significant honor our band and choir members would enjoy from participating in the DISNEY MAGIC MUSIC DAYS Showcase, and a marching performance at the Edison Festival of Light Parade in Ft. Myers, there are many other additional benefits that can be derived from this participation.

Our students will be exposed to many other top bands and choirs from across the country. They will also be exposed to hundreds of our nation's top professional musicians who are in residence at the THE WALT DISNEY WORLD/EPCOT RESORT. These performers, on location in each theme area, present very accurate performances of the musical forms and styles of the time period represented. These historically accurate scenarios will be a most enjoyable way to introduce students to American musicology and also world humanities. These musicians will provide our students with a glimpse into a possible career choice for a performing instrumentalist.

Included in the tour is a visit to the EPCOT Center World Showcase in which, like a world tour, students will experience differences in art, architecture, music and dance. Also, in Future World there will be an excellent exposure to science in the Universe of Energy, World of Motion, The Land, and The Living Seas.

As you can see, the band members will discover the brilliance of DISNEY'S imagination and magic. This will be a wonderful hands-on-educational experience and an opportunity that many of our students may not otherwise experience during their lifetime .

In addition to the performance at "Walt Disney World" the band will apply to perform in the Thomas Edison "Festival of Light" parade in Ft. Myers, Fl. This is a state televised parade with a typical spectator audience of more then 400,000 people and a televised audience of more then 10 million.

**2. DISTANCE TRAVELED AND MODE OF TRANSPORTATION**

Orlando, Florida is approximately 940 miles from Field. The band will be traveling on deluxe motor coaches.

**3. NUMBER OF DAYS AWAY FROM SCHOOL AND MAKE-UP PLANS**

Our departure time will be approximately 5 pm on Wednesday, February 12th. We will return on Tuesday, February 18th. at approximately 2 pm. Because this trip will coincide with Presidents' Day, a comp. day and inservice day for teachers, students will miss only one day of school. This is the same as the band's last trip to Florida. As in the past, students would be required to make up any missed work or assignments.

**4. WHAT COST WILL BE BORNE BY THE STUDENTS?**

At this time we are approximating a cost of around \$825.00 per person. Several opportunities for fundraising and sponsorship will be available for students to finance this trip.

**5. WHAT COST WILL BE BORNE BY THE FIELD LOCAL SCHOOLS ?**

No cost will be borne by the Field Local Schools.

**6. COPIES OF MATERIALS TO BE SENT TO PARENTS:**

Explanatory information, schedule of activities, consent forms, pledge of good conduct, insurance and liability information and emergency medical authorization will be provided to the students and parents several months prior to the trip.

**7. TOUR COMPANY**

As with the last trip, I will make the necessary arrangements including hotel accommodations, bussing, meals and the complete travel package. By doing so, I am able to provide our students with an outstanding trip at a much lower price. I do not receive any financial compensation for this trip.

**8. TOUR PACKAGE**

Attached



**FIELD HIGH SCHOOL ROYAL GARDSMEN MARCHING BAND AND CONCERT CHOIR  
ORLANDO, FLORIDA: DISNEY MAGIC MUSIC DAYS  
AND THE FESTIVAL OF LIGHT PARADE IN FT. MYERS, FL.  
FEBRUARY 12-18, 2020**

**TENTATIVE TOUR PACKAGE TO INCLUDE:**

- Four nights deluxe hotel accommodations at the Ramada Plaza Resort Hotel, main gate Disney World Resort.
- Buffet breakfast 5 days - this includes breakfast en route in Jacksonville, Fl.
- Bus tour of St. Augustine while en route to Orlando.
- Evening meal at Disney's Ft. Pioneer Theatre" or a similar venue.
- Evening meal in Ft. Myers.
- Meal Coupons at Disney's Magic Kingdom, Epcot Center and Animal Kingdom.
- 3 day Magic Music Days performance package includes: 3 days of park admissions, (Disney World, Epcot Center and Animal Kingdom)
- Performance at the "Festival of Lights" parade in Fort Myers.
- Round trip motor coach transportation: Includes drivers' rooms, parking tolls and all local transfers (Brimfield, Oh. - Orlando, Fl. - Ft. Myers, Fl. - Orlando, Fl. - Cocoa Beach, Fl. - Brimfield, Oh.)

## COLLEGE CREDIT PLUS

### Memorandum of Understanding By and between

The University of Akron

And

Field Local School District  
2019 – 2020 School Year

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#### 1. STATEMENT OF WORK

The University of Akron, hereinafter called The University, will collaborate with Field Local School District, hereinafter called The District, to provide instructional services to qualifying students for University Credit.

#### 2. THE PROGRAM

This College Credit Plus program is available to qualified students enrolled in The District. It is not intended to be a substitute for the academic programs, social growth opportunities, or other educational experiences provided by Ohio's schools. Rather, it is designed to provide enhanced access to university curricula for qualified students. This program hopes to increase the university attendance rate in The University's region by making university courses more readily available.

#### 3. PARTICULARS

A. Instructional Services: Unless otherwise agreed by the parties, College Credit Plus courses will be taught in one of five formats:

A1. High School Teacher as Adjunct - Members of the high school faculty who are determined by The University and the discipline specific departments to qualify as adjunct faculty may teach a University course (using a University syllabus and University textbooks and examinations) for students through College Credit Plus as determined by The University. The class will simultaneously carry University and high school credit.

A2. On-Line Course Delivery - A member of the University faculty (as determined by The University) may teach a course on-line for qualified students through College Credit Plus. The class will simultaneously carry University and high school credit.

A3. Distance Learning Delivery - A member of the University faculty (as determined by The University) may teach a course via Distance Learning for qualified students through College Credit Plus. The class will simultaneously carry University and high school credit.

A4. UA Faculty to High School Site - A member of the University faculty (as determined by The University) may teach a course at the high school site for qualified students through College Credit Plus. The class will simultaneously carry University and high school credit.

A5. High School Student to UA Campus (Any Site) - Qualified students may take a course on the campus of The University through College Credit Plus. The class will simultaneously carry University and high school credit.

- B. All required textbooks and other learning materials, including access codes, will be the responsibility of the school district.
- C. Student Participation: Students interested in participating in this program must apply to The University for College Credit Plus. Determination of qualification will be made according to the standards of The University. Qualifying students will be eligible to enroll in these College Credit Plus classes for the fall, spring and summer semesters. Students must work with the Guidance Office at The District to ensure their high school requirements and District policies for graduation are satisfied.

Students will also be required to work closely with their University academic adviser to assure that all deadlines and requirements are met.

Necessary tutoring for special education students and accommodations for ADA qualifying students will be the responsibility of The District in consultation with The University. College Credit Plus students will have access to student resources at The University.

Students must remain eligible to continue to participate in the College Credit Plus program based on the State of Ohio guidelines.

#### 4. CURRICULUM

- A. Course Schedule: Courses offered at The District will be determined by The District AND The University, and will fall within the State of Ohio guidelines. Initial discussions regarding the course schedule for the upcoming school year will take place at meetings with the appropriate personnel from The University and The District. Changes to the course schedule will be made only upon agreement of both parties.
- B. Class Composition: All students in a class offered through College Credit Plus at The District must qualify for and be enrolled through College Credit Plus.
- D. Courses will explicitly follow University course syllabi and include all required exams, assignments and student learning assessments. Course instructors will maintain all privileges, responsibilities, and expectations as a University adjunct faculty member, including in-class evaluations by University personnel and student course evaluations.

**9. NONDISCRIMINATION**

Each party agrees to comply with all applicable laws regarding affirmative action and equal employment opportunity in connection with this Agreement and each party further agrees not to discriminate against any person or group of persons on the basis of race, color, creed, sex, age, national origin, ancestry, religion or disability.

**10. PUBLICITY**

No publicity containing any reference to The University, other than the fact that the Agreement exist between the parties, shall be used by either party, except upon prior approval by the other party.

**11. GOVERNING LAW**

The terms of the Agreement shall be governed and construed under the laws of the State of Ohio.

**5. TERM**

The services described in this Agreement will be provided for the 2019 - 2020 academic year.

**6. CANCELLATION**

This MOU may be terminated only as follows:

Upon written notice given no less than sixty (60) day prior to the expiration of the then-current term, if sufficient funding is no longer available from the State of Ohio.

**7. COST SHARING**

The District will be assessed for College Credit Plus as described below:

Format 1: The District will be assessed for students taking College Credit Plus courses at the high school, through Particular A1, based on the following formula:

Ohio Department of Higher Education Floor per credit hour x number of credit hours x number of students = assessed amount

Format 2: The District will be assessed for students taking College Credit Plus courses at the high school, through Particulars A2 or A3, based on the following formula:

\$83.00 per credit hour x number of credit hours x number of students = assessed amount

Format 3: The District will be assessed for students taking College Credit Plus courses on the campus (any site) of The University, through Particular A4, based on the following formula:

\$123.00 per credit hour x number of credit hours x number of students = assessed amount

Format 4: The District will be assessed for students taking College Credit Plus courses on the campus (any site) of The University, through Particular A5, based on the following formula:

Ohio Department of Higher Education Ceiling per credit hour x number of credit hours x number of students = assessed amount

**8. ENTIRETY OF AGREEMENT**

This Agreement, including Exhibit A constitutes the entire understanding between the parties with respect to the subject matter hereof and supersedes any and all prior understandings and agreements, oral and written, relating hereto. Any amendment hereof must be in writing and executed by authorized representatives of both parties.

## **Exhibit A**

Participation in the College Credit Plus program is intended to serve qualified 7<sup>th</sup> through 12<sup>th</sup> grade students. The determination of a student's qualifications will be made solely by The University.

### **Preferred College Credit Plus Eligibility Requirements for 7<sup>th</sup> through 12<sup>th</sup> grade participants:**

- UA Admissions Rule 3359-60-02...“Students whose admissions index score predicts a first-year college grade-point average of 2.5 or greater will be considered college ready. Those whose admissions index score predicts a first-year college grade-point average of less than 2.5 but greater than 2.0 will be considered emergent. Those whose admissions index score predicts a first-year college grade-point average of less than 2.0 will be considered preparatory. Students with an admissions index score that is slightly below the cut-off for college-ready status and documented extenuating circumstances may, at the discretion of the admissions office, be granted college-ready status. Students with an admissions index score that is slightly below the cut-off for emergent status and documented extenuating circumstances may, at the discretion of the admissions office, be granted emergent status.”
  - All applicants must meet the College Readiness standards as outlined by the Ohio Department of Higher Education
  - Preferred 3.00 cumulative grade point average with 21 ACT composite (18 English) or 990 SAT total (math and critical reading combined score).
  - All students must submit an ACT/SAT for placement purposes.
  - All eligibility will be evaluated on a case by case basis

IN WITNESS WHEREOF, the parties hereto, intending to be legally bound hereby, have duly executed this Agreement the day and year above written.

**THE UNIVERSITY OF AKRON**

**DISTRICT**

**BY:**

**BY:**

\_\_\_\_\_  
Dr. Rex Ramsier  
Executive VP & CAO

\_\_\_\_\_  
David Heflinger, Superintendent  
Field Local School District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Reviewed and approved for  
legal form and sufficiency:

\_\_\_\_\_  
Scott M. Campbell  
Assistant General Counsel

\_\_\_\_\_  
Date



*Office of the President*

January 28, 2019

Dear Superintendent:

Stark State College is pleased to continue collaborating with your district to provide high-quality, transferable College Credit Plus (CCP) courses to your students.

Please note that our annual Memorandum of Understanding (MOU) with your district (enclosed) continues to reflect the HB 49 changes from 2018, including:

- CCP tuition rate for classes taught at your high school and online will be the State of Ohio floor amount (TBD) x number of credit hours/course x number of students, as mandated by HB 49. Pricing for other modalities for CCP are reflected in the 2019/2020 MOU.
- In keeping with last year's process, the access codes required for some courses will be the responsibility of the school districts.
- To help offset the two items above, Stark State will continue to pick up the cost and management of all textbooks.

As you recall, the changes to HB 49 also imposed stricter student eligibility requirements for CCP, and in 2018 Stark State was able to secure a waiver by the Chancellor of the Ohio Department of Higher Education (ODHE) for students enrolled in *Learn to Earn* and other career and transfer pathways. Stark State is pursuing the waiver again and will be submitting the paperwork to ODHE in March.

Stark State also will continue to offer the course that allows students to earn the *OhioMeansJobs-Workforce Readiness Seal*. Additionally, we are working on materials that demonstrate pathways for students to earn up to 30 college credits towards a degree while in high school. Stark State's Coordinator of CCP/Career Tech Shelly McCombs is meeting with your schools to select classes for Fall, 2019 that best meet your students' needs, and she can answer questions about CCP, the *OMJ-Readiness Seal* and pathways that lead to students' college and career success.

Thank you for your continued partnership with CCP and other programs. We at Stark State College are committed to working with you to serve your students. If you have any questions, please call me at 330-494-6170 ext. 4204.

Sincerely,

Para M. Jones, Ph.D.  
President

Enclosure



## **Memorandum of Understanding 2019-20**

### **For College Credit Plus (CCP)**

### **Between Stark State College and**

### **Ohio Public and Private School Districts**

The purpose of this Structure between an Ohio public and private school district (District) and Stark State College (College, Institution of Higher Education, IHE) is to outline the responsibilities and funding arrangements pertaining to College Credit Plus (CCP) courses taught by college faculty. College Credit Plus for this agreement is defined as providing high school students the opportunity to be enrolled in a college-level course or series of courses taught by the college and the IHE faculty. Upon successful completion of the course, the student will receive both high school graduation credit and college credit from the cooperating IHE. Stark State College and the school District will comply with all the laws, rules and timelines associated with College Credit Plus. The District and Stark State College agree to the following:

#### **Student Requirements:**

1. Student must meet HB49 Eligibility Requirements for participation in the College Credit Plus program, unless requirements are waived or modified by the Chancellor. Stark State College will pursue waivers for all students and programs.
2. For acceptance into the program, the College will review the following application materials provided by the student:
  - Completed college application
  - High school transcripts
  - All Stark State College entrance requirements, including appropriate scores on ACCUPLACER or ACT tests
1. Completion of the "Succeeding Online Orientation" course at least one week prior to the start of the online college course, in accordance with Stark State's calendar.
2. For online courses, student must have basic computer skills, such as sending email, attaching files to email, accessing the Internet, and word processing skills.
3. The student is responsible for gaining access to a computer and Internet that meet the IHE requirements for students to complete assignments outside the normal school day.

#### **Program Requirements:**

4. All College Credit Plus courses must be non-remedial.
5. All College Credit Plus courses should be transferable with a grade of C or better.
6. The District will use the IHE text, materials, equipment, course syllabus and assessments.

7. College Credit Plus Blended classrooms (containing both CCP students and non-CCP students) must have different learning expectations outlined on the syllabi provided by the CCP high school adjunct. Stark State College faculty will assist CCP high school adjuncts, as needed, with syllabi.
8. In accordance with HB 49, the district shall pay the established State of Ohio floor rate (TBD) per credit hour taken at the high school or online.
9. When classes are held at the high school or online, Stark State College will provide the textbook. Stark State College also will manage the textbooks for the districts with assistance from the high schools. Please designate the person in your district who will work with the Stark State's CCP Book Store.

\_\_\_\_\_ (Name)

\_\_\_\_\_ (Email)

10. As in the past, the district will provide the books for students who take courses on Stark State College's campus.
11. When an access code is required for a course taken at the high school, online, or on Stark State's campus, the district will be responsible for the cost of the code.
12. The District and the IHE will jointly provide student support such as counseling and tutoring. Using the IHE's Learning Management System, the IHE will assign each student an academic advisor and inform the student of the academic no-fault drop course date.
13. Once students have completed the course(s), the IHE will submit official grades to the District in a timely manner.
14. The District and the IHE will implement the policies and procedures of the administrative rule for College Credit Plus underperforming students.
15. IHE and District agree that they will provide any necessary information needed for required College Credit Plus data collection.
16. The IHE and the District will collaborate annually on College Credit Plus informational meetings for parents and students.
17. Teachers must meet Ohio Department of Higher Education and college guidelines for adjunct status.
18. The IHE will provide faculty to serve as mentors to adjunct faculty members to ensure that College-level work is maintained. College mentors will supply adjunct faculty members with all the required instructional materials and will schedule classroom observations, as required by College Credit Plus guidelines.

19. College Credit Plus adjunct faculty members will participate in at least three hours of Stark State faculty orientation and professional development activities, as required by College Credit Plus guidelines.
20. The IHE will provide adjunct faculty with course evaluations to be administered to students upon completion of the college course.
21. For online courses, the District will provide qualified high school teachers who will meet with students on a regular basis and provide face-to-face student support. Online instruction will be provided by the IHE faculty member.
22. At least one week prior to the start of the online course, supporting high school teachers must complete the online training course, "Succeeding Online Orientation."
23. Online courses will follow the IHE semester calendar.

**Financial Structure:**

24. Neither IHE nor District will charge tuition or fees to students.
25. The host institution of each laboratory course will provide all equipment and supplies that are normally kept in the laboratory. This includes weights, measures and glassware. The host institution will provide lab kits containing all required tools and safety equipment. There will be no reimbursement of the initial costs for providing such items between the Parties.
26. When Stark State is the host institution, the district will be responsible for the cost of replacing items from the lab kits that are not returned to the IHE in good condition, normal wear and tear expected. They are considered no different than a damaged or missing textbook.
27. The District will pay the IHE for course fees and service fees that have been established to pay a third party for a service required for the student to participate in their course or field of study. These include individual course fees to cover the cost of consumables, health screenings, health records management, background checks, uniforms and other fees.
28. Tuition for students who withdraw from College Credit Plus courses will be in accordance with applicable rules. District will have College Credit Plus tuition deducted from their foundation funds, as applicable, based on this agreement and College Credit Plus rules and timeline.
29. The IHE will retain all State Share of Instruction (SSI) funds for students completing all CCP courses.

30. In accordance with HB 49, the district will be charged tuition rates as follow:

- A. \$118/semester credit hour for classes taken at a location operated by the IHE
- B. State of Ohio floor amount (TBD)/semester credit hour for classes taken at a location operated by the District and taught by an IHE faculty member who is also a faculty member of the District. Stark State College will continue to pick up the cost and management of all textbooks.
- C. State of Ohio floor amount (TBD)/semester credit hour for classes taken online taught by IHE faculty member. Stark State College will continue to pick up the cost and management of all textbooks.
- D. \$82/semester credit hour for classes taken at a location operated by the District and taught by an IHE faculty member who is not also a faculty member of the District.

31. For courses taught by an IHE faculty member who is not a faculty member of the District, the College reserves the right to cancel the class if a minimum number of students is not enrolled; this will vary depending on the number of credit hours in the course and contact load hours for the faculty member.

**This agreement supersedes all previous agreements.**

**Term of Agreement**

The term of this agreement shall be for the 2019-20 academic year, including the Summer session in 2019. This agreement cannot be used by either party to limit participation of a student enrolling in courses that are not part of this agreement.

The parties listed below are in agreement with the above-stated conditions.

IHE: Stark State College

IHE President \_\_\_\_\_ Date \_\_\_\_\_

School District \_\_\_\_\_

Superintendent \_\_\_\_\_ Date \_\_\_\_\_

**BOARD OF EDUCATION  
FIELD LOCAL SCHOOL DISTRICT  
PORTAGE COUNTY, OHIO**

The Board of Education (the "Board") of the Field Local School District, Portage County, Ohio (the "School District"), met in regular session on February 4, 2019, at 7:00p.m., in the Cafeteria at Field High School, 2900 State Route 43, Mogador, Ohio 44260, with the following members present:

M \_\_\_\_ introduced the following resolution and moved its passage:

**RESOLUTION DECLARING INTENT TO PROCEED WITH  
ELECTION ON THE QUESTION OF RENEWAL OF A  
TAX IN EXCESS OF THE TEN-MILL LIMITATION**

(Ohio Revised Code Sections 5705.21 and 5705.25)  
Renewal Operating Levy

WHEREAS, on January 14, 2019, the Board passed a resolution (the "Resolution of Necessity") declaring the necessity, for the purpose of current operating expenses, to renew all of a tax in excess of the ten-mill limitation in the amount of 7.30 mills for each one dollar of valuation, which amounts to \$0.73 for each one hundred dollars of valuation, for five years (the "Renewal Levy"); and

WHEREAS, the Portage County Auditor has certified to the Board that the dollar amount of revenue that would be generated by the Renewal Levy during the first year of collection is \$2,853,892.00, based on the current tax valuation of the School District of \$453,998,980.00;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Field Local School District, Portage County, Ohio, two-thirds of all of the members thereof concurring, that:

Section 1. The Board desires to proceed with the submission of the question of the Renewal Levy to the electors of the School District.

Section 2. The question of the Renewal Levy shall be submitted to the electors in the entire territory of the School District at the election to be held therein on May 7, 2019 (the "Election Date"). All of the territory of the School District is in Portage County, Ohio.

Section 3. The form of the ballot to be used at said election shall be substantially as follows:

A renewal of a tax for the benefit of the Field Local School District for the purpose of current operating expenses for the School District, at a rate not exceeding seven and three-tenths (7.30) mills for each one dollar of valuation, which amounts to seventy-three cents (\$0.73) for each one hundred dollars of valuation, for five (5) years, commencing in 2019, first due in 2020.

	FOR THE TAX LEVY
	AGAINST THE TAX LEVY

Section 4. The Treasurer of the Board is hereby directed and shall certify, not later than February 6, 2019 (which date is not less than 90 days prior to the Election Date), to the Portage County Board of Elections a copy of the Resolution of Necessity and a copy of this Resolution together with the dollar amount of revenue that would be generated by the Renewal Levy during the first year of collection, based on the current tax valuation of the School District, as estimated by the Portage County Auditor.

Section 5. The Treasurer of the Board is hereby directed and shall simultaneously certify to the Portage County Board of Elections that the Renewal Levy will be for five years and that such levy will include a levy on the 2019 tax list and duplicate (first due in calendar year 2020), if approved by a majority of the electors voting thereon.

Section 6. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Ohio Revised Code Section 121.22.

M\_\_\_\_ seconded the motion and, after discussion, a roll call vote was taken and the results were:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

The Resolution passed.

Passed: \_\_\_\_\_, 2019

BOARD OF EDUCATION  
FIELD LOCAL SCHOOL DISTRICT  
PORTAGE COUNTY, OHIO

Attest: \_\_\_\_\_  
Treasurer

By: \_\_\_\_\_  
President

**CERTIFICATE**

The undersigned Treasurer of the Board of Education of the Field Local School District, Portage County, Ohio hereby certifies that the foregoing is a true copy of a resolution duly passed by the Board of Education of said School District on February 4, 2019, and that a true copy thereof was certified to the Board of Elections of Portage County, Ohio.

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Treasurer, Board of Education  
Field Local School District  
Portage County, Ohio

**BOARD OF EDUCATION  
FIELD LOCAL SCHOOL DISTRICT  
PORTAGE COUNTY, OHIO**

The Board of Education (the "Board") of the Field Local School District, Portage County, Ohio (the "School District"), met in regular session on February 4, 2019, at 7:00 p.m., in the cafeteria at Field High School, 2900 State Route 43, Mogadore, Ohio 44260, with the following members present:

M\_\_\_\_ introduced the following Resolution and moved its passage:

**RESOLUTION DECLARING INTENT TO PROCEED  
WITH ELECTION ON THE QUESTION OF AN ADDITIONAL TAX  
IN EXCESS OF THE TEN-MILL LIMITATION**

(Ohio Revised Code Section 5705.217)  
Operating and Permanent Improvement Levy

WHEREAS, on January 14, 2019, the Board passed a resolution (the "Resolution of Necessity") declaring the necessity, for the purpose of providing funds for current operating expenses and for general, on-going permanent improvements, to levy an additional tax (the "Combined Levy") in excess of the ten-mill limitation in the amount of 11.75 mills for each one dollar of valuation, which amounts to \$1.175 for each one hundred dollars of valuation, for a period of five years; and

WHEREAS, the annual rate of the Combined Levy shall be apportioned as follows:

- (a) 10.75 mills shall be apportioned for current operating expenses; and
- (b) 1.00 mills shall be apportioned for general, on-going permanent improvements.

WHEREAS, the Portage County Auditor has certified to the Board that the dollar amount of revenue that would be generated by the Combined Levy during the first year of collection is \$5,334,488.00, based on the current tax valuation of the School District of \$453,998,980.00;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Field Local School District, Portage County, Ohio, two-thirds of all of the members elected thereto concurring, that:

Section 1. The Board desires to proceed with the submission of the question of the Combined Levy to the electors of the School District.

Section 2. The question of the Combined Levy shall be submitted to the electors in the entire territory of the School District at the election to be held therein on May 7, 2019 (the "Election Date"). All of the territory of the School District is in Portage County, Ohio.



Section 3. The form of the ballot to be used at said election shall be substantially as follows:

An additional tax for the benefit of Field Local School District, Portage County, Ohio for the purpose of **providing for current operating expenses** at a rate not exceeding 10.75 mills, and for **general, on-going permanent improvements** at a rate not exceeding 1.00 mills, to constitute a combined rate not exceeding 11.75 mills for each one dollar of valuation, which amounts to \$1.175 for each one hundred dollars of valuation, for five years, commencing in 2019, first due in calendar year 2020.

	FOR THE TAX LEVY
	AGAINST THE TAX LEVY

Section 4. The Treasurer of the Board is hereby directed and shall certify, not later than February 6, 2019 (which date is not less than 90 days prior to the Election Date), to the Portage County Board of Elections and Portage County Auditor a copy of the Resolution of Necessity and a copy of this resolution together with the dollar amount of revenue that would be generated by the Combined Levy during the first year of collection, based on the current tax valuation of the School District, as estimated by the Portage County Auditor.

Section 5. The Treasurer of the Board is hereby directed and shall certify to the Portage County Board of Elections and the Portage County Auditor that the Combined Levy will be levied for a period of five years, and that the Combined Levy will be placed upon the tax list and duplicate for the 2019 tax year (commencing in 2019, first due in calendar year 2020) if approved by a majority of the electors voting thereon.

Section 6. It is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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M\_\_\_\_ seconded the motion and, after discussion, a roll call vote was taken and the results were:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

The Resolution passed.

Passed: February 4, 2019

BOARD OF EDUCATION  
FIELD LOCAL SCHOOL DISTRICT  
PORTAGE COUNTY, OHIO

Attest: \_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Board President

#### CERTIFICATE

The undersigned Treasurer of the Board of Education of the Field Local School District, Portage County, Ohio hereby certifies that the foregoing is a true copy of a resolution duly passed by the Board of Education of said School District on February 4, 2019, and that a true copy thereof was certified to the Board of Elections and County Auditor of Portage County, Ohio.

\_\_\_\_\_  
Treasurer, Board of Education  
Field Local School District  
Portage County, Ohio