

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

**Board of Education  
Regular Meeting**

**Monday  
May 18, 2020**

The Field Local School District Board of Education held its virtual Regular Meeting on Monday May 18, 2020 at 7:00 P.M.

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

Steve Calcei-Yes, Julie Kline-Yes, Ethan Miller-Yes, Larry Stewart-Yes, Randy Porter-Yes

Member Kline moved, seconded by Member Miller that the Field Local Board of Education approve the minutes from the April 13, 2020 regular meeting. **20-0037**  
*Roll Call: Kline-Yes, Miller-Yes, Calcei-Yes, Stewart-Yes, Porter-Yes.*  
*President declared the motion carried*

Member Stewart moved, seconded by Member Calcei that the Field Local Board of Education adopt the following agenda for the May 18, 2020 regular meeting. **20-0038**  
*Roll Call: Stewart-Yes, Calcei-Yes, Kline-Yes, Miller-Yes, Porter-Yes.*  
*President declared the motion carried*

**Superintendent's Report** - Mr. Heflinger gave an update on the parking lot project stating that equipment should be gathering on site and ground broken within the next two weeks. The onsite supervisor from OHM will be hired tonight and paid for largely by a credit we received from OHM through the design phase. / Looking ahead at next school year, we are looking at three scenarios which could be normal school, all on line or a hybrid with fewer students in the building. We will probably not know what that will look like until mid-July. We will be working with the State, ODE, Ohio Dept. of Health, and the Portage County Health Dept. as we move ahead. / The latest State budget reduction is \$455,000.00 for this year being offset by the C.A.R.E.S. Act funding of roughly \$220,000.00. We are planning on the same \$455,000.00 for next year. They have told us they will be utilizing the rainy day fund and hope there will be no further reductions. / The Legislative committee is still looking at EdChoice. It is still not fixed. It has been delayed for a year. The date is Feb. 1<sup>st</sup> and if the legislature does not take action then it will proceed as originally intended. / In closing, Mr. Heflinger wanted to say a big thank you to all of the parents and families who have done a tremendous job helping their students and our staff trying to make this work the best they could. Also, a thank you to our staff, many of whom have never done remote learning before and working together. We will also be doing a survey so that if we do remote learning in the fall it will be a much better experience.

Mrs. Kline asked what the Hybrid day might look like. Mr. Heflinger stated that there has been talk that maybe half of the students would go Monday and Tuesday with a deep clean on Wednesday and then the other half would go Thursday and Friday with another deep clean on the weekend. Mrs. Kline asked about other options. Mr. Heflinger stated we are still looking at various options but won't know until we get word in mid-July.

Mrs. Kline also asked what the methodology was behind the state budget cuts and asked if there was any savings with the school being closed the last two months. Mr. Heflinger and Mr. Carpenter said the methodology was not clear and that even though students were not physically at school, the district was still bound to its contractual obligations.

Mr. Calcei asked what we have heard about fall sports. Mr. Heflinger stated that it would be hard to imagine having fall sports if we are required to have kids social distancing.

Mrs. Kline stated that there was an article on flipping some sports. Mr. Heflinger stated that there is a lot of discussion on how to make sports happen for next year.

**Legislative Liaison Report** - Mr. Stewart mentioned about S.B. 248 on requiring schools to put weather shelters in place. This would cost schools a tremendous amount of money just in case bad weather hits.

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)

### **SUPERINTENDENT CONSENT AGENDA**

Member Calcei moved, seconded by Member Stewart that the Field Local Board of Education approve the Superintendent consent agenda as presented.

20-0039

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

*President declared the motion carried*

**Superintendent Items**

- **Awarding of Certified Contracts** – The Superintendent recommends that the Field Local Board of Education award contracts to certificated personnel.

- **Administrative Employment**

Barbara Hawley, Principal-Brimfield Elementary effective August 1, 2020.

Step 2 Administrative Salary Schedule

3 year contract

Rate of pay: \$88,694.00

Brian Callahan, Asst. Principal-Brimfield/Suffield Elementary effective August 1, 2020.

Step 2 Administrative Salary Schedule

3 year contract

Rate of pay: \$73,720.00

Nicole Kosewick, Asst. Principal-High School effective August 1, 2020.

Step 3 Administrative Salary Schedule

3 year contract

Rate of pay: \$79,047.00

Gregory Kulick, Athletic Director effective August 1, 2020.

Step 2 Administrative Salary Schedule

1 year contract

Rate of pay: \$77,176.00

- **Certified Employment**

1. Approve the employment of Summer Transition Back to School Instructors for the 2020-2021 school year. Rate of pay is \$30.00 per hour.

Kevin Sisak

Jill Klettlinger

2. Jennifer Casamento, District Behavior Coach for the 2020-2021 school year. Rate of pay per Negotiated Agreement.

BA Degree

Step 0

One year contract

3. Amanda Karpinecz, Extended School Year Instructor for the 2019-2020 & 2020-2021 school years. Rate of pay is \$38.00 per hour.

4. Melanie Crookston, Extended School Year Speech/Language Services for the 2019-2020 school year. Rate of pay is \$38.00 per hour.

- Award one-year limited teaching contracts for the 2020-2021 school year.

<u>Name</u>	<u>Degree</u>	<u>Experience</u>	<u>Step</u>
Amanda Walker	M	5	5
Katelyn Bellian	B/150	2	2
Katie Bodnar	B	2	2
Lauren Harris	B	7	7
Katie Kuzas	M	4	4
Amanda Wahl	B/150	3	3
Carrie Morgan	M	2	2
Heather Mowcomber	B+30	2	2
James Dutched	M	4	4
Jennifer Smith	B+30	2	2
Jessica Kefalos	B/150	2	2
Raymond Nelson	M+45	6	6
Mackenzie Downing	B	2	2
Marisa Ritchey	M	3	3
Shayna Dibona	B	1	1
Ashley Mack	B	2	2
Kevin Sisak	M	11	11
Cady Kommel	B/150	3	3
June Estell	B/150	8	8
Kylee Hinkle	B	1	1
Rebecca Watson	M	9	9
Sarah Dee	M	2	2

- Award two-year limited teaching contract for the 2020-2021 school year.

<u>Name</u>	<u>Degree</u>	<u>Experience</u>	<u>Step</u>
Sarah Sanzone	B	7	7

- Award three-year limited teaching contracts for the 2020-2021 school year.

<u>Name</u>	<u>Degree</u>	<u>Experience</u>	<u>Step</u>
Anthony Pulice	B/150	9	9
Elise Starkey	B/150	5	5
Evan Tutak	B/150	3	3
Meaghan Rooney	B	3	3

- Award five-year limited teaching contracts for the 2020-2021 school year.

<u>Name</u>	<u>Degree</u>	<u>Experience</u>	<u>Step</u>
Catherine Carreira	B	4	4
Miranda Titko	B	6	6
Daniel Battaglia	M	7	7

**A. Eligibility for a continuing contract:**

A continuing contract is one that is in effect until the teacher resigns, elects to retire or is retired pursuant to 3307.37 of the Revised Code, or until it is terminated or suspended and shall only be granted to teachers who meet the qualifications under the law and any applicable provisions of the Master Agreement. Each teacher who has met the eligibility requirements under the law and who notified the Board of his or her eligibility by October 1 as stated in the Master Agreement will be recommended for a continuing contract.

For each teacher, the Board may accept or reject the recommendation. If the Board rejects the recommendation for a continuing contract, the Board must do so by a three-fourths majority of its full membership.

If the Board rejects the recommendation for a continuing contract for a teacher, there will be an opportunity to recommend that the teacher be re-employed under an extended limited contract of one or two years.

1. Chasity Dempsey      Degree: M      Experience: 9      Step: 9

Pursuant to Ohio Revised Code Section 3319.11(B)(1), I recommend that the Board re-employ **Chasity Dempsey** under a continuing contract.

2. Brandon Morris      Degree: M      Experience: 6      Step: 6

Pursuant to Ohio Revised Code Section 3319.11(B)(1), I recommend that the Board re-employ **Brandon Morris** under a continuing contract.

- **Salary Notices** – The Superintendent recommends that the Field Local Board of Education authorize salary notices to be sent to certificated personnel who hold contracts expiring in 2021, 2022, 2023, 2024 and those who hold continuing contracts.

<u>Name</u>	<u>Degree</u>	<u>Experience</u>	<u>Step</u>
Adamo, Carrie	B+30	7	7
Adelman, Mary	B+30	24	23L
Antol, Alicia	M	14	14

<u>Name</u>	<u>Degree</u>	<u>Experience</u>	<u>Step</u>
Braun, Jennifer	M+15	23	23L
Baker, Kristine	M+30	18	17L
Baker, Terri	M+15	20	20L
Beech, Maria	B+15	5	5
Belknap, Michele	M+45	13	13
Bookman, Clark	B+30	12	12
Brake, Lori	M+45	22	23L
Broski, Frinett	B/150	5	5
Burke, Christine	M+45	25	26L
Burkett, Suzanne	B+30	25	26L
Carpenter, Chelsey	M	4	4
Cianchetti, Teresa	M+15	35	32L
Clem, Jennifer	M	19	20L
Coler, Chad	M+45	24	23L
Collins, Charles	M+15	33	32L
Combs, Theresa	B+15	10	10
Conroy, Edward	M+45	27	26L
Conkle, Patricia	M+30	31	32L
Crookston, Melanie	M	20	20L
Dahl, Victoria	M+45	18	17L
Dasho, Katerine	M	14	14
Dyer, Beth	M+45	15	14
Eplin, Ashley	M	7	7
Furino, Matthew	M	29	29L
Gall, Elise	M+15	7	7
Gempel, Terri	M+45	31	32L
Goldman, Laura	M+30	19	20L
Goodwill, Elizabeth	M+45	20	20L
Gosseck, Taylor	B+15	5	5
Hackim, Wendy	B+15	17	20L
Heflin, Kim	M	21	21L
Henderson, Amy	B+15	5	5
Hlad, Kimberly	M+45	25	26L
Hunsicker, Michael	M+15	18	17L
Irland, David	B	12	12
Karpinecz, Amanda	B	15	14
Kear, Holly	B+15	6	6
Kelsey, Marissa	M	5	5
Kirby, Katherine	M+15	14	14
Klettlinger, Jill	M+15	10	10
Koch, Lisa	M+30	15	14
Kruse, Christina	M+45	28	29L
Lawrence, Merideth	M	17	17L
Leek, Denise	M+45	24	23L
Lowden, Staci	M+15	10	10

<u>Name</u>	<u>Degree</u>	<u>Experience</u>	<u>Step</u>
Luchka, Kristen	M	14	14
Madden, Amy	M	20	20L
Marcello, Barbara	M+45	19	20L
Marks, Julia	M+15	9	9
Mauger, Ashley	M+45	16	17L
McHenry, Elizabeth	M	10	10
McIntyre, Laci	M+15	18	17L
McKinney, Cailin	M+45	15	14
McKinney, Michael	M+45	15	14
Metz, Rebecca	M+15	12	12
Miller Levi	B/150	7	7
Milton, Debbie	M	19	20L
Morrison, Hope	M+30	20	20L
Mudrak, Pamela	M+45	21	20L
Mullaly, Kimberly	M+30	16	17L
Nichols, Kevin	B+15	25	26L
Palmison, Denise	M+45	28	29L
Patty, Lauren	M	13	13
Pavelich, Genell	M+15	23	23L
Peterson, Joel	M	15	14
Pope, Christine	M+45	22	23L
Pritt, Cynthia	M+15	27	26L
Ramskugler, Jenna	M	6	6
Reagan, Melissa	M+30	14	14
Rhoades, Tamara	B+30	17	17L
Scalise, Shannon	M+15	8	8
Schrank, Cortney	B	4	4
Schuck, Bonnie	M+45	32	32L
Scherer, Jason	M+15	18	17L
Scott, Rebecca	M+45	23	23L
Scotton, Theresa	M+15	15	14
Shaffer, Mandy	M+30	18	17L
Soulsby, Denise	M+45	37	32L
Stockley, Blair	M+45	33	32L
Swartz, Kristine	B+30	11	11
Tannert, Katherine	M+15	14	14
Taylor, Kelli	B+30	25	26L
Tenney, Constance	M+30	24	23L
Underwood, Danielle	M+30	17	17L
Vitko, Susan	B+30	22	23L
Walchalk, Kari	M+45	27	26L
Wetzel, George	M+45	20	20L
Wilson, Samantha	M	8	8
Wilson, Scott	M	8	8
Yoho, Michelle	M+45	31	32L

- **Resolution** – The Superintendent recommends that the Field Local Board of Education approve the non-renewal of the current limited contract of employment of Sheila Matthew for the 2020-2021 school year.

**Resolution of Intent to Non-renew Contract of Sheila Matthew**

**WHEREAS**, the Field Local District Board of Education (“Board”) currently employs Sheila Matthew as Paraprofessional under an employment contract that is due to expire on; and

**WHEREAS**, the Board hereby wishes to take action to non-renew the contract of Sheila Matthew as Paraprofessional and to issue him/her written notice of the Board’s intention to not re-employ as Paraprofessional in accordance with Ohio Revised Code 3319.081 and 3319.083;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. Pursuant Ohio Revised code 3319.081 and 3319.083, the Board does hereby declare its intention not to re-employ Sheila Matthew as Paraprofessional and his/her limited employment contract for the position of Paraprofessional shall be non-renewed at its expiration, effective at the close of business on June 4, 2020.
2. The Board Treasurer is hereby authorized and directed to deliver a written notice of this resolution to Sheila Matthew on or before June 1, 2020.

The undersigned Treasurer for the Field local School District hereby certifies that the foregoing is a true copy of the Resolution passed by the Board on May 18, 2020, and that all actions of the Board taken regarding this Resolution were conducted in compliance with Section 121.22 of the Ohio Revised Code.

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Date

- **Resolution** – The Superintendent recommends that the Field Local Board of Education approve the revision to the 2019-2020 school year calendar. Last day for students will now be May 28, 2020.
- **Board Policy-** The Superintendent recommends that the Field Local Board of Education approve the first reading of the policies below and waive the second reading to adopt immediately.  
  
6.15 Graduation/Diploma Requirements-Diploma Deferral
- **Board Policy-** The Superintendent recommends that the Field Local Board of Education approve the first reading of the policies below for Board adoption.



- 1.10 Appointment of the Treasurer
  - 2.00 Appointment of the Superintendent; and
  - 2.04 Employment of Principals and Other Administrators
  - 4.05 Tutoring District Students for Profit (NEW)
  - 6.10 Student Attendance Accounting/Missing Children
  - 6.16 Student Records
  - 6.43 Prohibition from Extra-Curricular Activities
  - 9.02 School Visitors
- 
- **Field Trips** – The Superintendent recommends that the Field Local Board of Education approve the date change for the Middle School Washington D.C. trip from October 28-30, 2020 to June 2-4, 2021 (Exhibit S-1).
  - **Graduation** – The Superintendent recommends that the Field Local Board of Education approve the list of Field High School Class of 2020 graduates, pending completion of all local and state requirements as presented (Exhibit S-2).
  - **Leave of Absence** – The Superintendent recommends that the Field Board of Education approve a parental leave of absence for Maria Beech effective August 27, 2020. Anticipated date of return will be December 1, 2020. FMLA leave will run concurrent with sick leave.
  - **Resignations** – The Superintendent recommends that the Field Local Board of Education accept the resignation of Rachel Harder, Intervention Specialist at the Middle School, effective August 31, 2020.
  - **Operations/Vendor Contracts** – The Superintendent recommends that the Field Local Board of Education enter into a vendor contract with the following:
    - 1. Primary Service Plan Agreement for Summit Educational Service Center FY21-Option B (Exhibit S-3).
    - 2. LLA Therapy, physical, occupational and speech therapy services for special education students for the 2020-2021 school year (Exhibit S-4).
    - 3. Summit Educational Service Center-Kids First Program educational services for special education student for the 2020-2021 school year (Exhibit S-5).
    - 4. Jordan Power Cleaning Equipment, 4 janitorial floor machines for district (Exhibit S-6).
    - 5. OHM for Construction Services on parking lot-extension of design contract. The district has an approximate \$50,000-\$55,000 credit on first contract that will offset the total of this contract (Exhibit S-7).
    - 6. Summit Educational Service Center-Kids First Program educational services (extended school year) for special education student (2019-2020) (Exhibit S-10).
  - **Resolution** – The Superintendent recommends that the Field Local Board of Education approve the use of distance learning/blizzard bags for the remainder of the 2019-2020 school year. This is retroactive to March 16, 2020 (Exhibit S-8).
  - **Athletic Handbook** – The Superintendent recommends that the Field Local Board

of Education approve the revisions to the 2020-2021 Athletic/Extracurricular Handbook.  
(Exhibit S-9).

**Informational Items**

1. The following degree changes will be effective beginning with the 2020-2021 school year:

Marisa Ritchey      BA to MA      Transcript Received    5/7/2020

**TREASURER CONSENT AGENDA**

Member Miller moved, seconded by Member Kline that the Field Local Board of Education approve the Treasurer consent agenda items as presented. 20-0040

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

*President declared the motion carried*

Mr. Carpenter discussed the variances of the revised Five Year Forecast. Mr. Carpenter stated that the total projected revenue variance is a positive \$80,505.67. However, there are two significant factors that need to be pointed out. The first one is that due to reappraisal the district picked up approximately \$321,004/year in real estate taxes. At the time we projected the millage and meeting the timeline to place the levy on the ballot, we were still using the district's valuation from calendar year 2018. Since the levy passage, we are collecting at the districts valuation for 2019 which is slightly higher. The other significant factor is the reduction in State Funding due to COVID-19. This current year we are projected to lose \$455,082.00 but we are also slated to receive \$221,180.32 as part of the C.A.R.E.S. Act. These are Federal dollars that will be distributed through the State. It is still unclear if we will get this money this fiscal year or next fiscal year. For the forecast it is factored in as if we are getting it this fiscal year. That is why you will see a variance of (-233,902.00) on the revised Forecast in state funding (line item 1.035). So, even with the reduction in State Funding, we are a little bit ahead due to our real estate collections.

On the expenditure side, you will only see a few significant changes. One, salaries are projected to come in slightly higher. This will also cause the overall benefits line item to increase slightly as well. Salaries and benefits could come in differently than this projection due to what the district does with spring supplemental payments. It is still too early to determine. Secondly, the district's Health care benefits came in at 5.1% instead of the projected 11% that our 3rd party consultant advised us to use. That change is reflected for FY 21 through FY 24. The last significant change is that we originally budgeted \$350,000.00 for capital outlay and it looks like we will come in around \$250,000.00 instead.



Exhibit S-1  
May 18, 2020

**1428 River Trail Blvd. • Kent, Ohio 44240**

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**Phone: 330 – 677-1000**

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

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April 30, 2020

**Trip Confirmation & Agreement Contract  
Field Middle School trip to Washington, DC  
June 2 - 4, 2021 (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
- Tour of Washington with a step-on guide
- Group color photo for each student
- Two tee-shirts 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
- All taxes and gratuities

**Cost:**

\$ 370 per student with four students to a room

All payments are fully refundable until May 3, 2021. After that date there will be NO refunds.

**Payment Schedule:**

\$ 200 deposit due in October, 2020 (date TBD)

\$ 170 final payment due approximately 30 days out

_____	Date: 4/30/2020	_____	Date: _____
Ron Paskey		Susan Blake	
Paskey Tours		Field Middle School Principal	

# Class of 2020

Exhibit S-2  
May 18, 2020

FirstName	LastName	Seniors 2020
Elyssa	Andrews	
Maranda	Batchlet	
Kamden	Becher	
Katelin	Beem	
Brianna	Bish	
Cassandra	Blaes	
Andrew	Blake	
Howard	Call	
Mason	Campanelli	
Olivia	Campbell	
John	Cassey	
Brenna	Chaya	
Madison	Clark	
Piper	Conrad	
Elisabeth	Cook	
Kasey	Cooper	
Dylon	Couch	
Spencer	Crone	
Christopher	Culbertson	
Maria	D'Amico	
Hannah	Dean	
John	Donald	
Emily	Eckhart	
Ethan	Estes McClellan	
Meghan	Franks	
Blaise	Frascella	
Sergio	Galindo	
Elizabeth	Gidley	
Connor	Gilbert	
Jarod	Gill	
Angela	Gingo	
Rhylie	Gorsline	
Epiphany	Graham	
Elyssa	Green	
Jordan	Guthier	
Lauren	Hackley	
Robert	Hackley	
Cory	Hall	
William	Harper	
Autumn	Heminger	
William	Hilbrunner	
Madison	Holbrook	
Jordan	Hopkins	
Nathan	Horvath	
Soren	Hottensmith	

Casey	Howard	
Eva	Hudkins	
Kolton	Hysell	
Lauren	Jacobs	
Jack	Jenkins	
Kyle	Johnson	
Samuel	Jones	
Emma	Kessler	
Sydney	Kline	
Mallory	Knapp	
Marshall	Knapp	
Abbigail	Langille	
Ashleigh	Langille	
Autumn	Langille	
Sylvia	Langstaff	
Dakota	Lilley	
Kyle	Lopez	
Kristin	Lowden	
Nevada	Lowden	
Jacob	Lupardus	
Lea	Mace	
Zachary	Mack	
Erick	Maldonado	
Gezzelle	Mann-Hale	
Karlie	Mastran	
Steven	May	
Trent	McFarland	
Jonathon	McKinley	
Hannah	McKitrick	
Dylan	McVey	
Alexis	Montgomery	
Elora	Montgomery	
Brittney	Moore	
Dawson	Moore	
Emilie	Moore	
Maxwell	Morris	
Brian	Mullins	
Amanda	Nelson	
Isaiah	Pander	
Logan	Pearson	
Valerie	Petrovich	
Devon	Piacella	
Drew	Piacella	
Ashley	Pohlod	
Abrianna	Puleo	
MacKenzie	Raines	
Evan	Reinhart	

OVER

Brendan	Repasky	
Zachary	Repcik	
Andrew	Richards	
Eric	Richardson	
Aaron	Rohr	
Kylie	Rose	
Katie	Rotondo	
Aaliyah	Ruppel	
Alexis	Russell	
Alexander	Savering	
Jade	Scalia	
Derek	Schaber	
Taylor	Schmied	
Sydney	Schrader	
Travis	Seal	
Jaden	Seni	
Johnny	Serva	
Mackenzie	Shanafelt	
Noah	Shanafelt	
Kennedie	Smith	
Tori	Smith	
Zavier	Smith	
Sarah	Snyder	
Sydney	Streby	
Maria	Sziva	
Emily	Tenney	
Katherine	Thomas	
Brooke	Thur	
Layne	Tronge	
Taylor	Vancura	
McKenna	Voiers	
Gabriella	Walter	
Sean	Weaver	
Jacob	Whitaker	
Emily	Wiesen	
Jeffry	Wilson	
Davion	Wright	
Haley	Young	

**CONTRACT FOR SERVICES  
SUPERVISED BY LOCAL EDUCATION AGENCY**

This **AGREEMENT** is entered into this 18<sup>th</sup> day of May 2020, between **Field Local School District**, Portage County, Ohio, (hereinafter referred to as "**LEA**" Local Education Agency) and the **Summit Educational Service Center Governing Board**, Cuyahoga Falls, Ohio (hereinafter referred to as the "**ESC Board**").

1. The ESC Board shall provide to the LEA, the following services for the duration indicated (hereinafter referred to as "the Service"):

**Provide employment services during the 2020-21 school year, at the cost of salary and benefits, plus any other costs incurred in the employment of the individual(s) upon written request of the District Superintendent or designee.**

2. The ESC Board shall hire and pay an individual to provide the Service (hereinafter referred to as "the Service Provider"). The salary or wage rate to be paid to the Service Provider by the ESC Board shall be agreed upon between the LEA and the ESC Board, and the LEA shall reimburse the ESC Board for said compensation by the end of the term indicated above in paragraph 1.
3. The ESC Board shall provide the Service Provider any and all fringe benefits – including, but not limited to, vacation leave, vacation credit, vacation credit compensation, sick leave, severance, paid holiday leave, personal leave, and any other fringe benefit provided by the ESC Board – for which the Service Provider qualifies under ESC Board policies as may be amended from time to time, ESC Board administrative guidelines as may be amended from time to time, any and all applicable ESC Board job description(s) as may be amended from time to time, any and all employment contracts as may be amended from time to time, and any and all applicable state and federal laws.
4. The LEA shall promptly reimburse the ESC Board for any and all fringe benefits – including, but not limited to, vacation leave, vacation credit, vacation leave credit, sick leave, paid holiday leave, personal leave, severance, unemployment compensation and any other fringe benefit provided by the ESC Board – paid by the ESC Board to the Service Provider or incurred by the ESC Board in connection with the provision of the Service. The LEA shall pay a fiscal fee of 5% of the ESC's cost to provide said service(s).
5. The ESC Board shall reimburse the Service Provider at the then-current IRS rate for mileage expenses of regular travel incurred while providing the Service to the LEA, in accordance with ESC policy and as approved by the Superintendent; and the LEA shall reimburse the ESC Board for said mileage reimbursement.
6. The ESC Board shall assign the Service Provider exclusively to the LEA during the term specified in paragraph 1, above.
7. The LEA shall provide all supplies, materials, equipment, clerical support, staff development and workspace for the Service Provider. The need for such items shall be determined by the LEA.

8. The LEA shall pay any legal expenses incurred by either party as a result of the arrangement envisioned by this Agreement, including but not limited to claims or causes of action asserted by: 1) the Service Provider, for instance in connection with his/her employment, 2) a parent, for instance in connection with the adequacy of services provided to his/her child; and/or 3) another individual or entity that is not a party to this Agreement. However, the LEA shall pay only its own legal expenses when such legal expenses are the result of a claim or cause of action asserted by the LEA against the ESC Board or by the ESC Board against the LEA.
9. The LEA shall supervise the Service Provider in the provision of the Service and shall evaluate the Service Provider in accordance with Section 3319.11 Ohio Revised Code and the policies of the ESC.
10. The LEA shall determine the work schedule and work rules of the Service Provider.
11. The Service Provider shall follow the ESC Board policies concerning wage and benefits.
12. The Service Provider shall follow the work rules established by the LEA, including but not limited to, reporting procedures and working conditions.
13. The Service Provider shall follow the LEA's policies with respect to calamity days.
14. The Service Provider shall report times worked in the manner prescribed by the LEA and the ESC Board and complete the necessary ESC Board leave forms when necessary.
15. The Service Provider agrees that in the event that the federal, state and local contracts under which the Summit Educational Service Center operates do not receive funding, the ESC Board shall be entitled to be released from the obligations of this contract upon written notice to the LEA. Said notice shall be in writing and sent by certified mail, return receipt requested.

**FIELD LOCAL SCHOOL DISTRICT**

By: \_\_\_\_\_  
Title: Superintendent  
Date: 5/19/20

By: \_\_\_\_\_  
Title: Treasurer  
Date: 5/19/20

**SUMMIT EDUCATIONAL SERVICE CENTER GOVERNING BOARD**

By: \_\_\_\_\_  
Title: President of Governing Board  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Title: Treasurer of Governing Board  
Date: \_\_\_\_\_

**SUMMIT EDUCATIONAL SERVICE CENTER**  
**PRIMARY SERVICE PLAN AGREEMENT– FY2021**

County ESC: Summit

County IRN: 049965

District: Field Local

District IRN: 049197

The attached Service Plan Chart show services that are offered by each department at the Summit Educational Service Center (SESC), as well as other services that are not part of any particular department.

**Service Cost for Member Districts- Please Check the Service Plan You Have Selected**

☐ **Option A:** \$500/day for services unless otherwise stated on the attached Option A service chart. Fiscal fee for LEA staff is 3%. District "credit" will be equivalent to 50% of the state subsidy funds received by the ESC for the district.

☒ **Option B:** \$750 per day for curriculum related services unless specified otherwise on attached Option B service chart. \* \$660 per day for services from the Student Services Department unless specified otherwise on the enclosed service chart. Service pricing from other departments as indicated on the enclosed service chart. District "credit" will be equivalent to 90% of the state subsidy funds received by the ESC for the district. Fiscal fee for LEA staff will be 5%.

\*The \$750 per day includes ½ day of preparation (value of \$250.00). Blocks of 20 or more days for curriculum services, (excluding gifted services and resident educator services) will be billed at a flat rate of \$600 per day, includes ½ day preparation.

**PLEASE NOTE:** *Service Plan Days may be purchased in FULL, HALF and QUARTER DAY increments; based on 8 hr. day.*

Services provided under this Primary Service Agreement entered into by SCHOOL DISTRICT may include any of the following:

- Supervisory teachers/personnel
    - Special Education
    - General Education
    - Gifted & Talented
  - In-service, and continuing education/professional development programs for district personnel.
  - Curriculum services and research and development programs.
  - Academic instruction for which the Governing Board employs teachers pursuant to section 3319.02 of the Revised Code.
  - Assistance in the provision of special accommodations and classes for students with disabilities.
  - Any other services the District Board and Service Center Governing Board agree can be better provided by/through the Service Center and are not provided under an agreement entered into under section 3313.845 of the Revised Code.
1. We, the undersigned, understand the services stated in the attached pages are requested of the Summit Educational Service Center for FY21. Days may not be reduced and can only be transferred among categories with the written approval of the Summit ESC Superintendent, or his designee. Additions to Service Plans during the year must be made in writing and must be initialed by the District/Organization Superintendent/CEO or the District Treasurer/CFO. An email directly from the organizational account of the Superintendent/CEO or Treasurer/CFO will be accepted as an alternative. Single or Related Services of \$7,500 and above are subject to approval by the SESC Board of Governors. Use of credit funds for third party educational services by mutual agreement of ESC/District Superintendent are subject to fiscal fee that is identical to the LEA fiscal fee of the selected service plan option.
  2. Upon request of the district, the Summit Educational Service Center shall employ appropriate personnel who will be assigned to the service area according to the needs of the district.



3. The district shall pay the Summit Educational Service Center for all costs to employ LEA personnel. The Summit Educational Service Center shall invoice the district Board of Education for said costs. Costs shall include cost of employee leave and substitute personnel, SERS surcharge (if any), salary, workers' compensation, unemployment compensation, severance, Medicare, retirement, liability insurance, life insurance, and health benefits attributable to the Governing Board. Should any subsequent unemployment compensation or severance claim be made by an employee covered under this contract, the District herein receiving the services shall be so liable for their proportionate share of the employee's claim. The District accepts the responsibility of conducting annual evaluation(s) of administrative, certified, and classified employees pursuant to Section 3319.01, 3319.02, 3319.11 and 3319.111 of the Ohio Revised Code.
4. In accordance with ORC 3313.843 (H) the City/Exempted Village/Local School district agrees to deduct from their state foundation payments in the amount of \$6.50 per pupil plus any additional contracted services beyond the deduct. This \$6.50 will be incorporated as a *portion* of the total "credit" for services as outlined below for **Option A** and **Option B** Districts.
5. Credits: For districts selecting **Option A** in this agreement the Summit Educational Service Center shall provide the equivalent to 50% of the "state subsidy" derived from the district's ADM as a credit for services purchased from the Summit Educational Service Center under this agreement. For districts selecting **Option B** in this agreement the Summit Educational Service Center shall provide the equivalent of 90% of the "state subsidy" derived from the district's ADM as a credit for services purchased from the Summit Education Service Center under this agreement.
6. Credit Balances: Any credits that are not used under this contract may be carried over to the following fiscal year. In the event that an agreement is not continued in an ensuing year (i.e. if the district changes its ESC affiliation) any unexpended balance shall remain with the Summit Educational Service Center.
7. A continuous accounting of fund balances as described above shall be kept by the Summit Educational Service Center and reported to the City/Exempted Village/Local School district.
8. The district's mandated per-pupil contribution to the state operating subsidy shall be paid to the Summit Educational Service Center for the operation of the service center [R.C. 3313.843 (G)(1)] and any services required under Title XXXIII of the Revised Code to be provided by the service center to the school district.

Adopted by School District Board of Education on: \_\_\_\_\_

\_\_\_\_\_  
District Superintendent/CEO or Treasurer Signature/CFO

Date \_\_\_\_\_

\_\_\_\_\_  
Print Name

*Note: All attached pages requesting services must be signed by District Superintendent/CEO or Treasurer/CFO.*

Adopted by Summit Educational Service Center on: \_\_\_\_\_

Summit ESC Superintendent: \_\_\_\_\_ Date \_\_\_\_\_  
Joseph J. Iacano



Field Local School District

To Building Administrator, Director or Supervisor:

Below you will find LEA staff profile details for the current school year employees.

In order to rehire your staff for the upcoming school year, we will need complete employee profile information listed below for the 2020-21 school year.

Please review the information below and note employment details for the 2020-21. If all information is to remain the same, you can simply enter "same details" in the appropriate area. If your district sets the salary, indicate below what that should be.

If the ESC sets the salary, all eligible staff will receive a step raise. Also, please

indicate below if your staff should receive a raise should our Board of Governors approve said raise.

Employee Name	Rehire Y/N	2019-2020 Title	2020-2021 Title	2019-2020 Salary	2020-2021 Salary	2019-2020 Days in Contract	2020-2021 Days in Contract	2019-2020 Contract Limitations	2020-2021 Contract Limitations	2020-2021 Start Date	2020-2021 End Date
Samantha Robles		School Psychologist		\$45,724.38; ESC Salary Schedule 204 Psych 2		183					

**For employees on ESC Salary Schedule:**

If the ESC Board of Governors approve a percentage increase to the base of the salary schedule, employees        ARE or        ARE NOT to receive the increase

Please note that all eligible staff will move up one step.

**Superintendent's Approval:**

Following approval of the *Contract for Services* by the District Board of Education and the ESC Board of Governors, I authorize the Summit Educational Service Center to employ the above LEA-assigned staff for the 2020-2021 school year.

\_\_\_\_\_  
Superintendent's Signature

\_\_\_\_\_  
Date

# Summit Educational Service Center

## Member District Service Plan Agreement - OPTION B FY21

District: \_\_\_\_\_ Field Local \_\_\_\_\_

IRN: 049197

### SERVICES

Service Days

Requesting

District/Client Charge - FY21

**Student Services Department (Kristin Fazio, Director) \$660.00 per day unless otherwise noted**

Attendance Coordinator/ Residency Officer		\$ -
AT/AAC Consultation (\$2,750 per evaluation)		Contact for a price quote
Audiology Services	20.00	\$ 13,200.00
Behavior Consultant	2.00	\$ 1,320.00
English Learner (EL) Consultant		\$ -
Job Coach		\$ -
Occupational Therapy		\$ -
Physical Therapy Services		\$ -
Preschool Supervision		\$ -
Psychological Services		\$ -
Special Education Audit		Contact for a price quote
Special Education Supervision		
Speech Language Pathology		\$ -
Teacher of the Deaf		\$ -
Work Study Coordinator		\$ -
KIDS FIRST/TOPS Tuition \$54,000.00 per student/per year		Contact for Contract
<b>TOTAL Days Requested</b>	<b>22.00</b>	<b>\$ 14,520.00</b>

**Curriculum & Instruction Department (Matt Young, Director) \$750.00 per day unless otherwise noted**

Assessment Literacy Support		\$ -
Classroom Management Coaching		\$ -
Curriculum & Instruction Supervision	8.00	\$ 6,000.00
Curriculum & Instruction Prof Development (for workshops at ESC)	0.00	\$ -
Curriculum Mapping or Audit		\$ -
Gifted & Talented Coordination (\$520.00 a day)	30.00	\$ 15,600.00
Gifted & Talented Prof Development (in district workshops)		\$ -
Language Arts Consultant/Coaching		\$ -
Math Consultant/Coaching		\$ -
P.E. Consultant/Coaching		\$ -
OIP Facilitator (Non-SST8)		\$ -
Resident Educator (Pricing based on teaching year & administration)		Contact for Contract
Science Consultant/Coaching		\$ -
Social Studies Consultant/Coaching		\$ -
Value Added Supports		\$ -
<b>TOTAL Days Requested</b>	<b>38.00</b>	<b>\$ 21,600.00</b>

**Business, Technology & Human Resources Department (Robert Wolf, Director) \$660.00 per day unless otherwise noted**

LPDC Online Form Management System		\$ -
(Member- \$500.00/ Non-Member: \$800.00)		
LPDC One-Time Set-Up Fee		\$ -
(Member \$1,500.00 / Non-Member: \$2,200.00)		
Video Production (priced by project)		Contact for a quote
<b>TOTAL Days Requested</b>	<b>0.00</b>	<b>\$ -</b>

**\*\*Note: Service Plan Days may be purchased in full, half, or quarter day increments**

**- please see other side -**

**Human Resources (cont.) \$660.00 per day unless otherwise noted**

H.R. Development Consulting		\$ -
Job Posting for Non-ESC LEA positions		\$ -
Job Posting/Candidate Screening for LEA Positions		\$ -
Traditional Substitute Teacher Program		No Cost
<b>TOTAL Days Requested</b>	<b>0.00</b>	<b>\$ -</b>

**Other Services \$660.00.00 per day unless otherwise noted**

District Strategic Planning		Contact for a price quote
Diversity Consultant (\$590.00 per day)		0
Leadership Search (Summit Leadership Consultants)		Contact for a price quote
Leadership Training (In District)	0.5	\$ 330.00
<b>TOTAL Days Requested</b>	<b>0.50</b>	<b>\$ 330.00</b>

Substitute Classified Staff PLUS Program\*\*  
 Substitute Teacher PLUS Program\*\*

**\*\*Please contact HR Director if you are interested in the Substitute PLUS Program. District discretionary funds may not be applied to this program.**

**The Summit County ESC will be offering several Networking Meetings and Professional Learning Community opportunities for FY21 (There is no charge to attend these meetings)**

- Administrative Assistant's Learning Community
- Curriculum Directors' Networking Meetings
- Special Education Director's Networking Meeting
- IDEA Group Networking Meetings
- Business Directors' Networking Meetings
- District Communications Professionals' Meetings
- Superintendent Contract Consultation
  
- One Board Consultation per district

<b>Total of all days requested by district</b>	<b>60.50</b>	<b>\$ 36,450.00</b>
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**Following approval of the Service Plan Days by the District Board of Education and the ESC Board of Governors, I authorize the Summit Educational Service Center to provide the above identified days for the 2020-2021 school year.**

District Superintendent Signature required



**AGREEMENT**

THIS AGREEMENT made on this 10th day of April, 2020 in Akron, Ohio, by and between LLA THERAPY ("LLA") and FIELD LOCAL SCHOOLS ("SCHOOL").

WHEREAS, SCHOOL desires the services of licensed therapists for its students – specifically: speech, behavioral, physical and occupational therapists and/or assistants, as further described below (collectively, "Therapy Services");

WHEREAS, LLA desires to provide Therapy Services to students of SCHOOL who qualify for Therapy Services.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and agreements set forth herein, LLA and SCHOOL ("Parties") do mutually agree as follows:

**I. SERVICES PROVIDED BY LLA**

Subject to the terms and conditions set forth herein, LLA shall provide the following services to students of SCHOOL in accordance with the student's individualized education program ("IEP") and as authorized by a student's physician and mandated by Ohio law:

1. LLA agrees to provide licensed therapists and therapy assistants to provide Therapy Services, as necessary, Monday through Friday (except holidays), subject to availability of such therapists as determined by LLA.
2. LLA agrees to provide staff for behavioral services as needed, Monday through Friday (except holidays), subject to the availability of such therapists as determined by LLA.
3. Therapists shall have current and valid Ohio licenses, and as required, a teaching certificate from the State of Ohio Department of Education.
4. LLA shall maintain or cause each therapist to maintain insurance coverage for acts of negligence or professional misconduct with respect to Therapy Services rendered by LLA therapists as representatives of SCHOOL. LLA shall furnish a certificate of insurance to SCHOOL upon request.
5. Therapy Services shall include, without limitation, assessments/evaluations, treatment, consultation, documentation, parent/teacher instruction, in-service education, team staffing and IEP meetings.
6. When Therapy Services rendered by a therapist and a therapy assistant, collaboration time is necessary and will be billed accordingly.

7. LLA therapists shall communicate directly with the SCHOOL DIRECTOR OF SPECIAL EDUCATION regarding school policies and procedures, scheduling, equipment needs, and any other provisions necessary to carry out the terms of the Agreement. If questions arise regarding interpretation of Ohio Model Policy and Procedures for the Education of Children with Disabilities that impact service delivery, LLA reserves the right to consult with appropriate legal counsel and/or the Ohio Division of Special Education. LLA further reserves the right to deliver services in accordance with said recommendations.
8. LLA shall comply with all applicable federal and state laws, rules and regulations in rendering Therapy Services.

## II. SERVICES PROVIDED BY SCHOOL

Subject to the terms and conditions specified herein, SCHOOL shall provide LLA the following:

1. Timely information regarding scheduling, treatments, and any other information necessary to carry out the terms of this Agreement.
2. A suitable area for treatment that is accessible, private, ventilated, well lit, and large enough to accommodate Therapy Services and activities.
3. Equipment and supplies necessary to carry out the therapy programs of students. SCHOOL shall be responsible for arranging for payment of said equipment and supplies.

## III. COMPENSATION

LLA shall deliver invoices to SCHOOL for Therapy Services rendered to coincide with the accounts payable payment schedule of the SCHOOL. SCHOOL shall pay LLA invoices within 15 days of the dates of LLA invoices. Hours for Therapy Services shall be stated on invoices and billed at the hourly rates specified in "Exhibit A" and "Exhibit B" attached hereto. The fee schedules set forth in "Exhibit A" and "Exhibit B" may be modified by mutual written consent of LLA and SCHOOL. LLA reserves the right to suspend or terminate services if SCHOOL fails to pay invoices when due.

## IV. INDEMNIFICATION

LLA shall not be liable under any agreements or obligations of SCHOOL, except as otherwise provided pursuant to this Agreement, or for any act or omission of SCHOOL or SCHOOL's officers, employees or agents. SCHOOL will be responsible for any and all liability, claims, causes of action, losses, damages, costs and expenses that are caused by or arise out of any omission, fault, negligence, malpractice or other misconduct by SCHOOL, its officers, employees, independent contractors or volunteers, in connection with this Agreement.

SCHOOL shall not be liable under any agreements or obligations of LLA, except as otherwise provided and pursuant to this Agreement, or for any act or omission of LLA or LLA's officers, employees or agents. LLA will be responsible for any and all liability, claims, causes of action, losses, damages, costs and expenses that are caused by or arise out of any omission, fault, negligence, malpractice or other misconduct by LLA, its officers, employees, independent contractors or volunteers, in connection with this Agreement.

## **V. RELATIONSHIP BETWEEN THE PARTIES**

1. Nothing in this Agreement is intended to, or shall be construed to, create a partnership or joint venture between the Parties, the employees or agents of either. Neither party shall have the authority to bind the other in any respect, it being intended that each shall remain an independent contractor solely responsible for its own conduct. No employee or agent of one party hereto shall be considered an employee or agent of the other party hereto.
2. It is the intention of the Parties that no employment relationship between SCHOOL and the LLA licensed therapist be created since the LLA therapist is a representative of LLA and shall receive all of his or her compensation for services rendered from LLA. The supervision and control of the work performed by the LLA licensed therapist pursuant to this Agreement will be the responsibility of LLA since the licensed therapist is a representative of LLA. However, in order to comply with Ohio law, the clinical supervision of licensed therapy assistants will remain the responsibility of the supervising therapist, regardless of his or her employer.
3. SCHOOL shall not solicit nor offer employment, by contract or otherwise, to any LLA professional rendering services to SCHOOL for a period of one (1) year following termination of this Agreement without the express written consent of LLA. In the event that LLA grants written consent, SCHOOL agrees to pay LLA the greater of: (a) the sum of Five Thousand Dollars (\$5,000.00) or (b) fifty percent (50%) of the LLA professional's highest annual or annualized (if employed less than one year) gross wages or salary during said professional's association with LLA.
4. The vendor will comply with the requirements of 45 CFR 164.504 (e) (1) for safeguarding and limiting access to information concerning beneficiaries. The vendor will allow representatives of the US Department of Human Services, ODM, ODE, or their respective designee access to the subcontractor's books, documents and records. The vendor acknowledges that they or their principles are not suspended or barred.

## **VI. ASSIGNMENT**

Neither party shall assign or delegate its rights and obligations under this Agreement without the prior written consent of the other party, which consent may not be unreasonably withheld.

## **VII. ACCEPTANCE OF AGREEMENT**

Acceptance of this Agreement is evidence of SCHOOL's intent to comply with Title VI and Title VII of the 1964 Civil Rights Act and subsequent amendments, which prohibits discrimination because of race, sex, national origin, age, color or handicap in any facet of SCHOOL operation.

## **VIII. CONSTRUCTION AND INTERPRETATION**

This Agreement shall be construed and interpreted in conformity with the laws and regulation of the State of Ohio.

## **IX. INTEGRATION OF AGREEMENT**

This instrument constitutes the sole Agreement on the terms herein between the Parties, and no statements, promises or modifications made by either party or agent of either party that is not

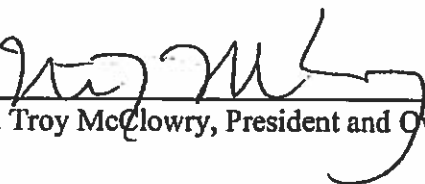
contained in this written Agreement shall be valid or binding; and this Agreement may not be enlarged, modified or amended except in writing signed by the Parties.

**X. TERM AND TERMINATION**

This Agreement shall be effective commencing on August 14, 2020 and ending on August 13, 2022. Either party may terminate this Agreement with or without cause by giving the other party at least thirty (30) days prior written notice by certified mail. All amounts due to LLA shall be immediately paid to LLA upon termination of the contract.

IN WITNESS WHEREOF, the Parties have executed this Agreement as a sealed instrument as of the date first written above.

**LLA THERAPY**

By:  4-11-2020  
M. Troy McElowry, President and Owner Date

**FIELD LOCAL SCHOOLS**

By: \_\_\_\_\_  
Megan Longfellow  
Director of Special Services Date \_\_\_\_\_



**EXHIBIT A**

For the period of August 14, 2020, through August 13, 2022 SCHOOL agrees to pay LLA for all professional services rendered and travel time between buildings according to the following schedule of fees:

PHYSICAL THERAPIST	\$72.00 / hour
PHYSICAL THERAPIST ASSISTANT	\$52.00 / hour
OCCUPATIONAL THERAPIST	\$72.00 / hour
OCCUPATIONAL THERAPIST ASSISTANT	\$52.00 / hour
SPEECH THERAPIST	\$72.00/ hour

**LLA THERAPY**

By:  4-11-2020  
M. Troy McClowry, President and Owner Date

**FIELD LOCAL SCHOOLS**

By: \_\_\_\_\_  
Megan Longfellow  
Director of Special Services

Date \_\_\_\_\_

**CONTRACT FOR HANDICAPPED PUPILS**

**Parental Institutional Placement in a School other than the Parent(s) District of Residence**


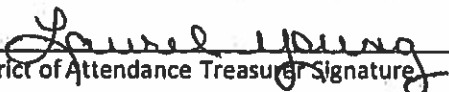
**AGREEMENT FOR ADMISSION FOR TUITION PUPILS  
PURSUANT TO SECTIONS 3327.04, 3327.06, 3323.14, AND 3317.08 O.R.C.**

**School of Attendance**

The Summit Educational Service Center Board of Governors hereby enters into a contract for admission (pursuant to Section 3327.04 O.R.C.) of the student(s) listed below to the Kids First/Transition Opportunity Program for Students (TOPS) with the Field Local School District (District of Residence) for educational purposes for the school year of 2020 – 2021 School Year.

The Field Local School District (District of Residence) hereby agrees to pay directly to the Summit County Board of Governors for each of the listed pupil(s) an amount equal to \$54,000.00 per student for the tuition as calculated by the Summit Educational Service Center (District of Attendance).

The Summit Educational Service Center Board of Governors (District of Attendance) will NOT include these IEP (Individualized Educational Program) placed handicapped pupils in their ADM certification. The Field Local School District Board of Education will pay a total of \$54,000.00 the above stated tuition, and will count in their district ADM the students listed below. We hereby accept the pupil(s) listed below to our school on terms described above.

<u>Name of Student</u>	<u>Address of Student</u>
1.	
	
District of Attendance Superintendent Signature	Date
	
District of Attendance Treasurer Signature	Date

**District of Residence**

We hereby acknowledge and approve the above listed pupil(s) to your schools on the terms described above for the school year 2020-2021 School Year. We also acknowledge and approve the additional cost of a one-on-one aide if required by the IEP.

District of Residence Superintendent Signature	Date
District of Residence Treasurer Signature	Date

*Contract is required for parentally placed student.*



TOLL FREE: (800) 330-6300  
LOCAL: (330) 630-6300  
FAX: (330) 630-6300  
SALES FAX: (330) 630-6300

Exhibit S-6  
May 18, 2020

11  
171  
8

## QUOTATION

Field Local Schools  
Tim Fox  
2900 St. Rt. 43  
Mogadore, Ohio 44260  
(330) 673-2659



Tim Gregg  
330-283-5471  
Tim@jordanpower.com  
05/01/2020  
Log # 14312rev.

### Four New Advance FM810XP Janitorial Floor Machine

#### KEY PRODUCT FEATURES

- Cleaning Width: 14"
- Voltage/Frequency: 120V/60Hz
- Machine with Weights: 169lb
- Motor: 1.5 hp
- Power Cable: 50ft Safety Yellow

#### EQUIPMENT OPTIONS

PART #	DESCRIPTION	PRICE EACH	QTY	TOTAL PRICE
56105616	4 FM810XP Janitorial Floor Machine	\$3,949.00	4	\$15,796.00

#### WELLS FARGO LEASE RATES

36 Months	\$1.00 Buyout	\$479.89

Machine	\$15,796.00
Options	\$0.00
Freight	\$0.00
Tax	\$0.00
Trade-In	
Discount	\$0.00
<b>TOTAL:</b>	<b>\$15,796.00</b>

Lease Rates are approximate and subject to change

#### TERMS

Full Payment: *Net 30 days upon credit approval – Freight NOT included if applicable – Tax NOT included in proposed price if applicable*

#### WARRANTY

Standard

(For further warranty details, contact your Jordan Power Equipment representative)

#### ACCEPTANCE OF APPROVAL

I authorize Jordan Power Equipment Company to provide the above quoted equipment and accessories for the quoted price (exclusive of sales, use or similar taxes). I agree that the terms and conditions set forth on the reverse side hereof are a part of this agreement and agree to be bound thereby.

Buyer

Date

PO#



TOLL FREE: 1(800)686 1717  
LOCAL: (330)630 9444  
FAX: (330)630 3913  
SALES FAX: (234)678 9466

EMAIL: sales@jordanpower.com  
WEBSITE: www.jordanpower.com  
ADDRESS: 281 Southwest Ave.  
Tallmadge, OH 44278

## QUOTATION

Field Local Schools  
Tim Fox  
2900 St. Rt. 43  
Mogadore, Ohio 44260  
(330) 677-2659



Tim Gregg  
330-283-5471  
Tim@jordanpower.com  
05/01/2020  
Log # 14316rev.

### Four New Advance ADVENGER 2805R-C Scrubber Riders P/N: 56601896

#### KEY PRODUCT FEATURES

- \* Cleaning Path: 28"
- \* On board charger
- \* Eco Flex
- \* Power Source: 24 VDC
- \* 312 ah AGM Batteries
- \* Orbital Scrubbing
- \* Vac Motor: 0.75hp

Equipment				
PART #	DESCRIPTION	PRICE EACH	QTY	TOTAL PRICE
56601896	4 Advenger 2805R-C Scrubber Riders	\$21,775.00	4	87,100.00

#### WELLS FARGO LEASE RATES

36 Months	\$1.00 Buyout	\$2,622.59

Machine	\$87,100.00
Options	\$0.00
Freight	\$0.00
Tax	\$0.00
Trade-In	
Discount	\$0.00
TOTAL:	\$87,100.00

Lease rates are approximate and subject to change

#### TERMS

Full Payment: *Net 30 days upon credit approval – Freight NOT Included if applicable – Tax NOT Included in proposed price if applicable*

#### WARRANTY

Standard

*(For further warranty details, contact your Jordan Power Equipment representative)*

#### ACCEPTANCE OF APPROVAL

I authorize Jordan Power Equipment Company to provide the above quoted equipment and accessories for the quoted price (exclusive of sales, use or similar taxes). I agree that the terms and conditions set forth on the reverse side hereof are a part of this agreement and agree to be bound thereby.

Buyer

Date

PO#



TOLL FREE: 1(800)686-1717  
LOCAL: (330)630-9444  
FAX: (330)630-3913  
SALES FAX: (234)678-9466

EMAIL: sales@jordanpower.com  
WEBSITE: www.jordanpower.com  
ADDRESS: 281 Southwest Ave.  
Tallmadge, OH 44278

Tim Fox  
Field Local School  
2900 St Rt. 43  
Mogadore, OH 44260

330-673-2659

May 1, 2020

Tim Gregg  
Jordan Power Equipment Company  
281 Southwest Avenue  
Tallmadge, OH 44278  
Phone 330-283-5471  
Fax 234-678-9466  
Email tim@jordanpower.com

**ADVANCE  
SC351  
PROPOSAL/ORDER**



Quote # 14317rev

**Standard Equipment Includes**

- \*Scrub Width 14 inches (35.5 cm)
- \*Single 14 inch Disc Scrub Brush
- \*2.5 gallon (9.5 L) Removable Tanks
- \*Maintenance Free AGM Battery
- \*Rotating Deck with Integrated Squeegee

**Warranty**

- \*5 Years Parts (1 year vac motors)
- \*180 days Travel (limited to 3 hours roundtrip)

- \*Simple and Intuitive Controls
- \*Polyurethane Squeegee
- \*Adjustable Folding Handle
- \*Onboard Battery Charger

- \*2 Years Labor
- \*8 Years Rotomold Components

PART #	DESCRIPTION	PRICE EACH	QTY	EXTENDED PRICE
908 7342 020	Walk-behind Automatic Scrubber - 14 inch (35.5 cm) disc, 84 Ah maint-free (AGM) battery (1464853000), Onboard battery charger 115 VAC / 12 VDC, 14 inch Prolene brush, one each (9099999000)	\$3,717.00	4	\$ 14,868.00

**Machine Total** **\$ 14,868.00**

Wells Fargo Lease Rates:  
36 Months - \$1.00 Buyout - \$451.69

**Terms and Conditions**

Lease Rates are approximate and subject to change  
Prices subject to change without notice.  
Terms: net 30 upon credit approval  
Freight not included if applicable  
All terms and conditions are subject to change and credit review.  
Sales Tax not included in pricing if applicable



TOLL FREE: 1(800)686-1717  
LOCAL: (330)630-9444  
FAX: (330)630-3913  
SALES FAX: (234)678-9466

EMAIL: sales@jordanpower.com  
WEBSITE: www.jordanpower.com  
ADDRESS: 281 Southwest Ave.  
Tallmadge, OH 44278

**Order Placement Information:** To place your order, fill in PO# and customer signatures, call or fax to the numbers listed below.

**Customer Number**

**Bill To Information**

Company  
Address

Name  
Phone

**Ship to Information**

Company  
Address

Name  
Phone

**Shipping Instructions**

**Customer Purchase Order No.**  
(please attach copy)

Authorized Buyer (please print)

Phone Number

Authorized Buyer Signature

Sales Representative Signature



ARCHITECTS. ENGINEERS. PLANNERS.

May 7, 2020

Mr. Todd Carpenter  
Treasurer  
Field Local School District  
2900 State Route 43  
Mogadore, OH 44260

**RE: Field Local School District, Parking Lot Restoration  
Inspection Services (CA/CM/CI)**  
Proposal # 19281B

Dear Mr. Carpenter:

The following scope of services, price proposal, and project schedule represent our understanding of the project, based upon prior discussions, meetings, and/or additional project information made available at the time of this proposal. Should you have any questions, please let us know.

## Proposal Outline

Proposal Outline.....	1
Scope of Services (Construction Tasks) .....	2
Price Proposal .....	3
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Sincerely,  
OHM Advisors

A handwritten signature in black ink, appearing to read "Scott Hines".

Scott Hines, CESSWI, Construction Manager  
Scott.hines@ohm-advisors.com  
D: 330.913.1053 C: 740.815.1498

A handwritten signature in black ink, appearing to read "Thomas Tucker".

Thomas Tucker, PE, PS  
Manager of Akron  
Thomas.tucker@ohm-advisors.com

## Authorization to Proceed

Signature

Date

Printed Name

Title

## OHM Advisors

388 SOUTH MAIN STREET, SUITE 301  
AKRON, OHIO 44311

T 330.913.1080  
F 330.319.8691

OHM-Advisors.com



## Scope of Services (Construction Tasks)

### **Task #175      Pre-Construction Services**

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- The following services are included in the fee shown:
  - Obtain signatures on work agreements
  - Pre-construction meeting
  - Coordination with Contractor, Utilities, Safety Forces, Residents, and Businesses
  - Personnel coordination and project schedule
  - Perform materials, suppliers, and shop drawing reviews and communicate revisions/approvals with contractor
  - Review contractual items
  - Distribution of documents/information (mtg records)

### **Task #176      Construction Services (CA/CM/CI)**

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- The following services are included in the fee shown:
  - Coordination with Contractor, Utilities, Safety Forces, Residents, and Businesses
  - Prepare daily inspection reports
  - Regular progress meetings with contractor
  - Inspection and testing services
  - Response to RFIs (request for information) from contractor
  - Review of pay requests and recommendations for payment
  - Negotiation of Change Orders
  - Prevailing Wage Verification
  - Coordination of Funding Reimbursements
  - Staffing will include the following:
    - Construction Inspector: On-Site during all working hours of construction
    - Field Client Representative: On-site weekly reviews with construction inspector, and Off-Site Coordination via phone with Inspector, Contractors, Owner and Construction Manager
    - Construction Manager: On-site Reviews as needed / Off-Site Coordination with Inspector, Contractors, and Owner where possible via phone to control costs
    - Construction Engineer: Involved on an as-needed basis to facilitate field decisions and design-related issues.
    - Construction Administrative Assistant: Coordination of all documentation from pre-construction, contracts, pay requests, and close-out documents.
    - Typical Weekly Staffing for a 40-hour/week construction project is approx.:
      - Construction Inspector: 40 Hours
      - Field Client Representative 8 Hours
      - Construction Manager: 3 Hours
      - Construction Engineer: 1 Hour
      - Construction Admin: 2 Hours
  - Total Budget Cost per 40-hour week Project = \$ 4,800
- Total Cost is therefore directly related to the time duration of the construction project.

### **Task #177      Post-Construction Services**

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- The following services are included in the fee shown:
  - Review of final construction with contractor and Owner
  - Preparation, distribution, and approval of final punch list
  - Review of As-Built Drawings
  - Maintenance Bond Coordination
  - Lien releases, payments, and final acceptance





## Project Schedule

Based on the Proposal to Bid and the Pre-Bid Meeting, Total Project Completion Date is Scheduled on **August 15, 2020**. Assuming a Notice to Proceed of **May 8, 2020**, the contractor's anticipated work schedule and the allowable project duration from Notice-to-Proceed to Completion Date would be **14 weeks**. The estimated fee for Task #176 Construction Services is based upon this project schedule. Any variance from this schedule may include additional services as described in Task #178.

### **Task #178 Additional Construction Services (CA/CM/CI) If Authorized**

- This task has been included as an "If Authorized" fee in the event that one or more of the following conditions occur:
  - The Contractor's work schedule exceeds the number of weeks shown above in the Project Schedule.
  - The Contractor's work schedule includes work weeks exceeding 40 hours.
  - The Contractor's work process requires multiple work crews and therefore multiple inspectors on-site simultaneously.
  - The Contractor is granted extra time (time extension) to complete the project.
  - The Contractor is awarded a change order for additional work or changed work conditions.
- If any of the above conditions apply, the Engineer shall document and estimate the total cost to complete the additional inspection services and request authorization/approval from the Owner to cover these costs.

## Price Proposal

#	Construction Tasks - TBD	Fee
Task #175	Pre-Construction Services	\$ 5,000
Task #176	Construction Services (CA/CM/CI)	\$ 67,200
Task #177	Post-Construction Services	\$ 5,000
Task #178	Additional Construction Services	\$ TBD
Grand Total =		\$ 77,200

### Notes:

Task #175 & Task #177 shall be billed as Fixed Fee.

Task #176 & Task #178(If Authorized) shall be billed at the Standard Hourly Rates.



## Standard Terms & Conditions

1. **THE AGREEMENT** – These standard Terms and Conditions and the attached Proposal or Scope of Services, upon their acceptance by the Owner, shall constitute the entire Agreement between OHM Advisors, registered in the State of Ohio, and the Owner. The Agreement shall supersede all prior negotiations or agreements, whether written or oral, with respect to the subject matter herein. The Agreement may be amended only by mutual agreement between OHM Advisors and the Owner and said amendments must be in written form.
2. **SERVICES TO BE PROVIDED** – OHM Advisors will perform the services as set for the in the attached proposal or scope of services which is hereby made a part of the Agreement.
3. **SERVICES TO BE PROVIDED BY OWNER** –  
The Owner shall at no cost to OHM Advisors:
  - a. Provided OHM Advisors' personnel with access to the work site to allow timely performance of the work required under this Agreement.
  - b. Provide to OHM Advisors within a reasonable time frame, any and all data and information as may be required by OHM Advisors to perform the services under this Agreement.
  - c. Designate a person to act as Owners representative who shall have the authority to transmit instructions, receive information, and define Owner policies and decisions as they relate to services under this Agreement.
4. **PERIOD OF SERVICE** – The services called for in this Agreement shall be completed within the time frame stipulated in the Proposal or Scope of Services, or if not stipulated shall be completed within a time frame which may reasonably be required for completion of the work. OHM Advisors shall not be liable for any loss or damage due to failure or delay in rendering any service called for under this agreement resulting from any cause beyond OHM Advisors' reasonable control.
5. **COMPENSATION** – The Owner shall pay OHM Advisors for services performed in accordance with the method of payment as stated in the Proposal or Scope of Services. Method of compensation may be lump sum, hourly: based on a rate schedule, percentage of the construction cost, or cost plus a fixed fee. The Owner shall pay OHM Advisors for reimbursable expenses for sub consultant services, equipment rental or other special project related terms at a rate of 1.15 times the invoice amount.
6. **TERMS OF PAYMENT** - Invoice shall be submitted to the Owner not more often than monthly for services performed during the preceding period. Owner shall pay the full amount of the invoice within thirty days of the invoice date. If payment is not made within thirty days, the amount due to OHM Advisors shall include a charge at the rate of one percent per month from said thirtieth day.
7. **LIMIT OF LIABILITY** – OHM Advisors shall perform professional services under this Agreement in a manner consistent with the degree of care and skill in accordance with applicable professional standards of services of this type of work. To the fullest extent permitted by law and notwithstanding any other provision of this Agreement, the total liability in the aggregate, of OHM Advisors and it Officers, Directors, Partners, employees, agents, and sub consultants, and any of them to the Owner and anyone claiming by, through or under the Owner, for any and all claims, losses, costs or damages of any nature whatsoever arises out of, resulting from or in any way related to the project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract or warranty, express or implied, of OHM Advisors or OHM Advisors' Officer, Directors, employees, agents or sub consultants, or any of them shall not exceed the amount of \$25,000 or OHM Advisors' fee, whichever is greater.
8. **ASSIGNMENT** – Neither party to this Agreement shall transfer, sublet or assign any duties, rights under or interest in this Agreement without the prior written consent of the other party.



9. NO WAIVER – Failure of either party to enforce, at anytime, the provisions of this Agreement shall not constitute a waiver of such provisions or the right of either party at any time to avail themselves of such remedies as either may have for any breach or breaches of such provisions.
10. GOVERNING LAW – The laws of the State of Ohio will govern the validity of this Agreement, its interpretation and performance.
11. DOCUMENTS OF SERVICE – The Owner acknowledge OHM Advisors’ reports, plans and construction documents as instruments of professional services. Nevertheless, the plans and specifications prepared under this Agreement shall become the property of the Owner upon completion of the work and payment in full of all monies due OHM Advisors, however OHM Advisors shall have the unlimited right to use such drawings, specifications and reports and the intellectual property therein. The Owner shall not reuse or make any modifications to the plans and specifications without prior written authorization by OHM Advisors. In accepting and utilizing any drawings or other data on any electronic media provided by OHM Advisors, the Owner agrees that they will perform acceptance tests or procedures on the data within 30 days of receipt of the file. Any defects the Owner discovers during this period will be reported to OHM Advisors and will be corrected as part of OHM Advisors’ basic Scope of Services.
12. TERMINATION – Either party may at any time terminate this Agreement upon giving the other party 7 calendar days prior written notice. The Owner shall within 45 days of termination, pay OHM Advisors for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions in this Agreement.
13. OHM ADVISORS’ RIGHT TO SUSPEND ITS SERVICES – In the event that the Owner fails to pay OHM Advisors the amount shown on any invoice within 60 days of the date of the invoice, OHM Advisors may after giving 7 days notice to the Owner, suspend its services until payment in full for all services and expenses is received.
14. OPINIONS OF PROBABLE COST – OHM Advisors’ preparation of Opinions of Probable Cost represent OHM Advisors’ best judgment as a design professional familiar with the industry. The Owner must recognize that OHM Advisors has no control over costs or the prices of labor, equipment or materials, or over the contractor’s method of pricing. OHM Advisors makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual cost.
15. JOB SITE SAFETY – Neither the professional activities of OHM Advisors, nor the presence of OHM Advisors or our employees and sub consultants at a construction site shall relieve the General Contractor or any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods sequences, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and the health or safety precautions required by any regulatory agency. OHM Advisors has no authority to exercise any control over any construction contractor or any other entity or their employees in connection with their work or any health or safety precautions. The Owner agrees that the General Contractor is solely responsible for jobsite safety and warrants that this intent shall be made clear in the Owners agreement with the General Contractor. The Owner also agrees that OHM Advisors shall be indemnified and shall be made additional insureds under the General Contractors general liability insurance policy.
16. DISPUTE RESOLUTION – In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the Owner and OHM Advisors agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation, unless the parties mutually agree otherwise.

# Spring 2020 Closure

# Closure Time Frame

- As of March 18, 2020 (AM) the governor has closed schools for 3 weeks.
- Due to our Spring Break, we are planning to return to buildings on April 13.
- The governor has suggested that he could see students not returning to school before the end of the year.
- We are making a plan to provide students with instruction (online) until further notice.
- Today you will plan with your grade/content area to provide the same expectations regardless of the teacher at that grade/content. Share in this responsibility.

# Mental Health

- Students/families need our support at this time.
- We are working with agencies & staff to provide ongoing counseling services for students currently receiving them.
- All of our students need encouragement. The sharing of positive, hopeful messages to them will be vitally important.
- If you have classroom accounts for Remind/Twitter/Instagram, etc., this would be a good place to share those encouraging words.
- If you notice anything from a student that would indicate counseling may be necessary, please reach out to your building principals/counselors.
- Take care of yourselves!

# Instructional Expectations

- 2-12 will receive instruction online. K-1 will be paper (Packets will be mailed approx every 2 weeks. Get items to principals. Details to come).
- Student work should not exceed two hours per school day, in total.
- Individual grade-levels/subjects should work together to provide same/equivalent assignments.
- Each grade-level/subject should produce a calendar. Principals have examples. (at the elementary all grades must use the same calendar template)
- K-8 Specials/Encores - should provide suggestions/resources that can be done at home, that might provide some fun options for kids.

# Instructional Expectations

- Keep assignments/instructions as simple as possible - remember that older students/grandparents/others may be caregivers for younger students.
- Keeping assignment types as familiar as possible, is encouraged.
- Reference the Google Doc entitled "Guidelines & Resources for Closure" that were shared on Friday for specific details and the recommended online resources.
- If your students are used to using other resources, not mentioned in that document, feel free to continue using those, as a supplement or suggestion.



# Computer Access

- We have created a form for parents to request a device and/or wifi for their homes. (One device per family.)
- We hope to begin distribution on Thursday afternoon.
- INFOhio login information and student Chromebook login information should be shared with students in your communications. Bethany will be sending an e-mail with this info in it, and info about Clever Badges (Gr. 2-5).
- Chromebooks will still run through Securely.
- Teachers will be allowed to checkout Chromebooks, if they need one. Principals will distribute. Do not take from random carts. Sign out on Google Form you received in e-mail/posted on staff services page.

# Teacher Expectations

- Communicate with students/families who are not logging into online classrooms. If you notice a pattern even after reaching out, let your principal know.
- Provide feedback and encouragement to students as much as possible.
- Thursday - "office hours" - 10 a.m. - 2 p.m.
  - Buildings will be open on Thursdays (for now)
  - Students/families should expect to be able to get a hold of you during this time.
- Check e-mail/Classroom throughout each day during work hours and respond to student/family needs, as appropriate.
- If you sense an additional need from a student/family, contact your principal or school counselor.

# Teacher Expectations

- Teachers are considered to be working during school hours from Monday to Friday and may need to be available via phone or, in some cases, in person.
- Teacher websites should be up-to-date and include information and/or links for accessing your online instructional resources.
- The online learning opportunity/Google Classroom should be up and running for students to start working on Monday, March 23, 2020.

# Special Education

- All timelines need to continue to be met (IEP, ETR, progress reports)
- Meeting can be held as a phone conference or video conference
- Speech, OT and TVI will be providing teletherapy
- Intervention Specialists will continue to provide SDI through online instruction and meet SDI minutes as listed on the IEP
- Document services provided, minutes of service, parent communication and attempts to contact
- Progress reports need to be completed by 3/27/2020
- Email, text or call Mrs. Longfellow with any questions or concerns

# Training

- Staff will be available in each building to show you how to use Google Classroom, Zoom, Screencastify, and YouTube (Wednesday)
- Videos & written instructions for using these tools are posted on the Staff Services portion of the website.
- All instructions will be available on the school website - Staff Services - Teacher Resources
- Free Zoom /InfOhio Trainings - Wed., March 18th - 10:00 a.m. Link will be sent in email to all teachers.

# Food

- Food, to families who request it, will be provided weekly on Thursdays.
- Families are able to fill out a form or call the Central Office to give us an idea of who needs it, but no one will be turned away.
- Grocery bags will be packed and distributed each week at the H.S. main entrance.

# Questions?

- Your administrators are here to support you during this difficult time. Reach out if you have questions or concerns.
- We will work together to find the best way to continue to educate our students when they are not with us.
- After you've planned with your grade/department, you may gather the things you need from your rooms and work there or at your home.
- Thank you for your hard work and effort!

# Field Local School District



## **2020-2021 Athletic / Extracurricular Handbook**

**Field High School  
2900 State Route 43  
Mogadore, OH 44260**

**Field Middle School  
1379 Saxe Road  
Mogadore, OH 44260**

**Main High School Office: 330-673-9591  
High School Athletic Office: 330-673-2387  
Fax: 330-677-2520  
[www.fieldlocalschools.org](http://www.fieldlocalschools.org)**



## **Important Numbers**

Field High School:	330-673-9591
Field High School Fax:	330-677-2520
FHS Athletic Office:	330-673-2387
Field Middle School:	330-673-4176
Field Middle School Fax:	330-673-5024

### **Field Local Schools Administration and Staff**

**David Heflinger**, Superintendent  
**Tim Fox**, Business Operations/ Bus Transportation  
**Bev Bable**, Executive Secretary  
**Amy Glass**, EMIS Coordinator  
**Beth Calcei**, Special Services Secretary

### **Field High School Administration and Athletics Staff**

**Michael Geraghty**, Principal  
**Nicole Kosewick**, Assistant Principal  
**Greg Kulick**, Athletic Director  
**Kimberly Burke**, Principal's Secretary  
**Brenda Richmond**, Athletic Secretary  
**Michelle Noble**, EMIS Secretary

### **Field Middle School Administration and Athletics Staff**

**Susan Blake**, Principal  
**Jon Lynch**, Assistant Principal  
**Lori Grund**, Principal's Secretary  
**Jodi Sollers**, EMIS Secretary

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## **ATHLETICS: MISSION STATEMENT, PURPOSE, AND GOALS**

Our Field Athletic program, grades 7-12, adhere to the rules and regulations set forth by the Ohio High School Athletic Association (OHSAA) and compete within the Metro Athletic Conference (MAC). Field Local offers athletic opportunities for three sports seasons (fall, winter, and spring).

The Field Local School District recognizes the value of interscholastic athletics. It is an honor and a privilege for a student to be part of an athletic team and a representative of the school and community. The Athletic Department stresses the importance of eligibility standards, self-discipline, hard work, and places top priority on scholastic achievement while maximizing student participation.

### **Athletic Mission Statement**

The Field Local School District believes that our school athletic programs are an integral part of the overall school experience. Our Field Athletic program is an extension of our educational program and all athletes are urged to strive for excellence in both the classroom and on the athletic field. To ensure future development and growth within our program, the Athletic Department encourages school personnel to be active stakeholders and assist in the growth and development of our student athletes.

### **Athletic Purpose**

The purpose of interscholastic athletics at Field Local Schools is to teach the young men and women of our district a variety of physical and mental concepts beyond what they can learn in the classroom. Athletics provide the individuals with arenas to challenge themselves beyond the everyday classroom with people of like abilities. The idea of competition compels the athletes to work to their fullest potential. Athletics also provide the individuals with the opportunities to work as a member of a team. As a member of a team, the individual will learn to cooperate with others, build trust, and other leadership skills. We will never demand victory in every event. We will only hope to achieve 100% effort, commitment to the task, cohesiveness as a team, and full mental and physical preparation from every student athlete involved in Field Athletics. With this as our goal, it is our hope that participation in athletics motivates each athlete to pursue excellence in themselves and develops positive character traits that will carry over into all aspects of life.

### **Athletic Goals**

1. Provide positive experiences to all participants in the athletic programs.
2. Provide a program that positively represents the community and school members.
3. Provide enough variety in the athletic program to cover the interest of the student body.
4. Provide a program that makes every aspect of the school district and community proud.
5. Provide a program that is concerned about the safety of all participants.
6. Provide a program that is structurally sound and based on principles of both educational and coaching methods.
7. Provide a program that promote sportsmanship at all levels.
8. Provide the best playing atmosphere possible for our student- athletes to excel.

**Board Adopted:** August 14, 2017

**Revised:** May 5, 2020

## **EXTRACURRICULAR ACTIVITIES**

Extracurricular activities are an integral and complementary part of Field's total program, but they are not part of the school's required academic program or regular curriculum. Field's extracurricular programs provide every participant the opportunity to grow mentally, morally, physically, and emotionally. To assure that programs can provide these opportunities, a degree of self-discipline is required from each participant. Self-discipline involves compliance with rules and regulations concerning personal behavior. Participation in extracurricular activities is not a right but a privilege for which the Board has the discretion and responsibility to determine the qualifications necessary for students to participate.

Extracurricular activities include the following groups: athletic teams, marching band, drama club, cheerleading, and any other group or club that has Board approval.

The rules and regulations set forth within this document will be in effect twenty-four hours a day, seven days a week for the entire school year. They will also be in effect for activities related to any/all extracurricular programs that commence before the beginning of the school year or extends beyond the school year when students are representing the school.

## **RISK OF PARTICIPATION FOR THE STUDENT-ATHLETE**

All student-athletes and parents must realize the risk associated with athletic participation. Field Local School District will do all we can to minimize the risk of serious injury, disability, or death that can be caused during athletic participation. All coaches and student-athletes will be aware of these risks prior to play. We will provide concussion awareness along with concussion testing to make sure we are up to date on all necessary prevention.

## **GENERAL REGULATIONS**

Students participating in athletic/extracurricular activities must follow not only the guidelines explained in the Athletic/Extracurricular Handbook and the Coach/Sponsor's Code of Conduct, but also the Student Code of Conduct as outlined in the student handbook.

The coach/sponsor must give his/her own guidelines (Coach/Sponsor's Code of Conduct) to the students before the activity begins. After reading the code of conduct, the students and their parent(s) or guardian(s) must sign and return a verification form to the coach/sponsor.

The Athletic Conduct Code for fall student-athletes will go into effect on the first allowable date of mandatory practice that is set by OHSA and will continue year-round for the duration of the student's academic career. Winter and spring sports student-athletes must abide by the Extracurricular Code of Conduct on the first day of school in the fall and must follow it through their academic career at Field Local Schools. Any violations at the end or near the end of the season or activity will be enforced to the student athlete's next in-season sport. This will include off-season as well depending on the punishment set forth in the school's student handbook.

## **FIELD LOCAL SCHOOL DISTRICT AND** **OHSAA ELIGIBILITY REQUIREMENTS**

1. Student-athletes must be enrolled in a minimum of five classes during the sport season.
2. If a high school student enrolled in high school reaches the age of 19 before August 1, the student shall be ineligible to participate in high school interscholastic athletics for the school year commencing in that calendar year.
3. Student-athletes will **not** be eligible to participate in any sport until the following is completed/signed. These forms can be found on the Field Local Schools website by utilizing the Athletic Forms/Final Forms link on the Field Athletic web page.

1. Health History & Medical Profile Forms
2. Emergency Medical Authorization Form
3. Preseason OHSAA Student-athlete Meeting
4. OHSAA Athletic Department Student Information & Eligibility Checklist
5. OHSAA Concussion Sheet
6. Concussion Impact Testing (only for 9th, 11th and new athletes)
7. Lindsay's Law-Sudden Cardiac Arrest Sheet
8. OHSAA Authorization Form
9. OHSAA Extracurricular Code of Conduct form
10. Field's Athletic/Extracurricular Handbook
11. OHSAA Physical Examination form
12. Academic eligibility requirements
13. Participation Fees

4. Field Middle and High Schools are members of the OHSAA and observe the following academic eligibility guidelines established by the OHSAA:

**Rule 4-4-1:** In order to be eligible in grades 9-12 a student must be currently enrolled and must have been enrolled in school the immediately preceding grading period. During the preceding grading period, the student must have received passing grades in a minimum of FIVE one credit courses or the equivalent, which count toward graduation.


**Rule 4-4-3:** The eligibility or ineligibility of a student continues until the start of the fifth school day of the next grading period, at which time the grades from the immediately preceding grading period become effective. Eligibility or ineligibility for the first grading period commences with the start of the fall sports season.

**Rule 4-4-5:** A student enrolling in the seventh grade for the first time will be eligible for the first grading period regardless of previous academic achievement. Thereafter, in order to be eligible, a student in grades 7 or 8 must be currently enrolled and must have been enrolled in school the immediately preceding grading period and received passing grades during that grading period in the percentage or credit deemed necessary by the OHSAA.

## **FALCON INTERSCHOLASTIC SPORTS**

<b>Fall Sports</b>  Cheerleading (HS/MS) Boys Cross Country (HS/MS) Girls Cross Country (HS/MS) Football (HS/MS) Boys Golf (HS) Girls Golf (HS) Boys Soccer (HS/MS) Girls Soccer (HS/MS) Girls Volleyball (HS/MS) Girls Tennis (HS)	<b>Winter Sports</b>  Boys Basketball (HS/MS) Girls Basketball (HS/MS) Cheerleading (HS/MS) Boys Wrestling (HS/MS)
<b>Spring Sports</b>  Baseball (HS) Softball (HS) Boys Tennis (HS) Boys Track and Field (HS/MS) Girls Track and Field (HS/MS)	

## **METRO ATHLETIC CONFERENCE TEAMS**

Cloverleaf Colts Coventry Comets Field Falcons Norton Panthers Ravenna Ravens Springfield Spartans Streetsboro Rockets Woodridge Bulldogs	
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## **INDIVIDUAL SPORT RULES**

Coaches may establish additional rules and regulations for their respective sports. Any penalties beyond the athletic code of conduct will be the coach's discretion. Participants and parents will be provided further knowledge of rules when applicable.

## **ATHLETIC EVENT TICKET INFORMATION 2020-21**

### **Varsity/ Junior Varsity Games**

<b>Football Prices</b>	<b>All Other Sport Prices</b>
Adults: \$7.00 Students: (Grades 1-12) \$5.00 Senior Citizens: \$5.00 Student Presale: \$5.00	Adults: \$7.00 Students: (Grades 1-12) \$5.00 Senior Citizens: \$5.00 No Presale Available

Student presale tickets are available in the Field High School Athletic Office during lunch periods and at Field Middle School.

<b>Freshman/ 7<sup>th</sup> grade/8<sup>th</sup> grade games:</b>	Adults: \$3.00
	Students: \$2.00

Pre-K and kindergarten students will be admitted free to all home games.

The Field Athletic Department offers **Home Only Event Passes**, which offer community members and students a discounted rate if they attend multiple games.

#### **Varsity/ Junior Varsity Home Only Pass Prices:**

10 Event Adult Pass- Good for any 10 Varsity/ Junior Varsity Home Events - \$50.00 (savings of \$20.00)

10 Event Student Pass- Good for any 10 Varsity/ Junior Varsity Home Events- \$35.00 (savings of \$15.00)

#### **Freshman/ 7<sup>th</sup> grade/ 8<sup>th</sup> grade Home Only Pass Prices:**

10 Event Adult Pass- Good for any 10 Freshman/7<sup>th</sup>/8<sup>th</sup> grade Home Events- \$25.00 (savings of \$5.00)

10 Event Student Pass- Good for any 10 Freshman/7<sup>th</sup>/8<sup>th</sup> grade Home Events- \$15.00 (savings of \$5.00)

#### **Family Passes:**

Family passes are available for all members of the same household. This pass allows each family member entry into any home sporting event for an entire fall or winter season. Cost is \$140.00 per family per season.

#### **Falcon Student Year Pass:**

Photo ID pass allows student bearer free entry to all 7-12 home athletic events - \$50.00

**Fall Season:** football, soccer, and volleyball **Winter Season:** boys/girls' basketball and wrestling

**Passes are available for all home games. Checks should be made payable to Field Local Schools.**

Board Adopted: August 14, 2017

Revised: May 5, 2020

## **SPORTSMANSHIP GUIDELINES**

The Field Athletic Department believes good sportsmanship should be portrayed by everyone involved in both home or away athletic events.

### **Player Expectations**

Field student-athletes are expected to represent their community in a manner that influences others. Players before, during, and after games should always respect the game and show good sportsmanship. They are expected to treat opponents with respect, shake hands win or lose, and congratulate each other. We expect our student-athletes to respect the privilege we give them to represent Field Athletics and the community that supports them.

### **Coach, Parent, and Fan Expectations**

Field coaches, parents, and fans are expected to show good sportsmanship when supporting student-athletes during all athletic events. We expect these three groups to represent the community well by welcoming visitors and refraining from behavior that disrespects the Field Athletic Department. Inappropriate behavior that is not acceptable at any athletic event includes:

1. Vulgar language toward visiting fans, team, school representatives, or officials
2. Throwing objects onto the playing surface
3. Entering the playing area
4. Damaging school property

## **ATTENDANCE REQUIREMENTS**

Student-athletes are required to be in attendance at school for half of the official school day in order to be eligible on that day for participation in an athletic practice/contest. A student athlete must be in attendance for at least 3 hours and 25 minutes of the school day. In any case of missing the entire day of school, the student-athlete's parent or guardian must contact the athletic director for consideration of waiving the attendance requirement. Students with excessive tardy or unexcused absences could be restricted from participation in the future.

## **PARTICIPATION FEES**

In order to be a member of a team, all athletes are required to pay the participation fee as set by the Board of Education. The fee is due before the first sport contest is played. An athlete may not participate in a scrimmage or contest until the fee is paid. No fees will be returned after an athlete has participated in a scrimmage or contest regardless of injury or ineligibility.



## **UNIFORMS AND EQUIPMENT**

### **Uniforms**

- Uniforms issued to student-athletes are expected to come back in the same condition given at the beginning of each season.
- Any alterations or loss of uniforms will be charged to the student-athlete at replacement cost.
- If a uniform is not returned, the price for the uniform will be added to a student's school fees.

### **Equipment**

- Student-athletes are expected to take proper care and security of all issued equipment.
- All equipment issued must be returned at the end of the student-athlete's playing season.
- The cost to replace any lost or damaged equipment needs to be reimbursed to the Athletic Department by the student-athlete.
- Denial of participation in the next sport can be enforced if the costs are not reconciled with the Athletic Department.

## **BENCH, TEAM AREA, AND LOCKER ROOM GUIDELINES**

The bench, team area, and locker room are restricted to student-athletes, coaches, volunteer coaches, managers, athletic trainers, paramedics, physicians, team videographers, or other personnel approved by the coach or athletic director. Students, parents, and fans are expected to stay in spectator areas before, during, and after the athletic event.

## **TRANSPORTATION GUIDELINES**

Student-athletes and coaches are expected to travel to and from away practices, scrimmages, and contests by utilizing the transportation provided by Field Local Schools. All athletes and coaches are required to ride school transportation when the away event is within 60 miles of Field Local Schools. Exceptions for extenuating circumstances may be granted with the athletic director's approval. In order to receive the athletic director's approval, he/she must be notified one day prior to the athletic event. Once notification occurs, the student-athlete can print a Travel Release Form off the Field athletic website for his or her parent/guardian to fill out and sign. This form will include an explanation of why their son/daughter will not be using school transportation to go to or from an athletic event. This form will then be signed by the athletic director. If the student-athlete participates in track or wrestling, he or she can fill out a Track and Wrestling Travel Release Form in order to leave a meet early. Coaches/AD have the right of refusal. Further concerns should be discussed with the athletic director.

The Board of Education authorizes transportation by private vehicle of students in the district. Any such transportation must be approved in advance and in writing by the athletic director. Paperwork for the driver with signature must be filed with the athletic director. No person shall be approved for the transportation of students in a private vehicle who is not under contract with the Board, an employee of this Board, an approved volunteer, or the parent of a student enrolled in this District and the holder of a currently-valid license to operate a motor vehicle in the State of Ohio. Forms are available in the Athletic Office, on the athletic website and in the appendix.

# **ATHLETIC TRAINING AND CONCUSSION PROTOCOL**

## **Definition**

Athletic Trainers (ATs) are health care professionals who collaborate with physicians. The services provided by ATs include preventative care, emergency care, clinical diagnosis, therapeutic intervention, and rehabilitation of injuries and medical conditions. ATs work under the direction of physicians, as prescribed by state licensure statutes.

## **Field Athletic Training**

Field Local School District contracts with Children's Hospital Medical Center of Akron for our Athletic Training sport coverage. The trainer will cover team events at Field Local Schools along with injury evaluation before or after events. Akron Children's trainer will also provide concussion baseline testing at the beginning of each sports season to keep a record for further testing if necessary throughout the season.

Athletic Trainers will be present at:

1. Football- Freshman and JV (home games only), Varsity (home and away games), and practices
2. Volleyball- Freshman, JV, and Varsity home games
3. Soccer- Boys/Girls JV and Varsity home games
4. Basketball- Boys/Girls Freshman, JV, and Varsity home games
5. Playoff Games- All home tournament games and away games if possible

## **Return to play protocol (Non-Concussion)**

The Athletic Trainer assigned to Field High School will have the ultimate decision, under the supervision of a physician, to return student-athletes to athletic practice and competition. Family physician and specialist notes will need to be approved by the Athletic Trainer or team physician prior to student athlete returning to athletic competition.

## **Return to play protocol (Concussion)**

If a student athlete is removed from practice or competition due to a suspected concussion or head injury, the coach or official who removes the student shall not permit the student to return to play that day. In order for that student to return to practice or competition, a physician or licensed health care provider must give Field Local Schools written authorization that it is safe for that student to return. A return to play form to clear a student athlete is located on OHSA's Medical Authorization at [ohsaa.org/medicine/AuthorizationToReenter.pdf](https://ohsaa.org/medicine/AuthorizationToReenter.pdf).

## **STUDY TABLES**

Study Tables are designed for any athlete who earns below a 2.0 for the quarter prior to the season, below a 2.0 at any time during the season, or earns an “F” in any class during the season. Although Study Tables are effective in improving student’s grades, they are only meant to be a supplement. Student-athletes will need to also utilize time outside of Study Tables to complete their academic work.

Attendance is mandatory for those who earned below a 2.0 until the end of the next grading period. If a student is currently earning an “F” in a class, the athletic director will recheck the student-athlete’s grades in two weeks. If the grade is above an “F”, the athletic director will excuse the student-athlete from Study Tables until the next grade check. Study Tables will take place for each student-athlete in the Controlled Learning Center (CLC) during his or her study hall. If a student does not have a study hall, but does have lockout, the student must forfeit his or her lockout for Study Tables on Mondays and Wednesdays. If the student does not have study hall or lockout, the student will forfeit the last 20 minutes of his or her lunch three times a week. Failure to complete the required amount of Study Table hours will result in consequences set forth by the Athletic Department including loss of playing time.

Each student-athlete will be required to adhere to the guidelines of the Study Table Learning Contract. This learning contract serves also as a behavioral contract. By signing the contract student-athletes confirm that they have read, understand, and agree to abide by the policies related to Study Table use. If dismissed from Study Tables for violating any of the policies, the student-athlete will not be permitted to return to Study Tables until the next assigned day. If this behavior continues and the athlete is dismissed from Study Tables again, consequences set forth by the Athletic Department including loss of playing time may occur.

### **Rules of Study Tables**

1. Student must arrive to the CLC on time.
2. Student may not give a teacher or a study hall monitor an attitude about attending Study Tables.
3. All Study Table areas are **always** to remain as quiet as possible.
4. No sleeping or sitting idle.
5. If the student chooses to use a computer, he or she is to use it for academic work only.
6. Cell phones or other distracting electronic devices are banned from Study Tables.
7. No eating or drinking while in the CLC.
8. If a student is dismissed from Study Tables as a result of violating any of the previously mentioned guidelines, he or may lose playing time.

## **OUTSIDE COMPETITION**

According to OHSAA rules, no student may participate on a non-school team of the same sport during the same season. This includes leagues, tournaments, charity games, all-star games, three-on-three tournaments, college classes, etc. Always check with the athletic director if there is any doubt as to whether a competition is permissible. Participation in a non-school event of the same sport will render the athlete ineligible and the team will forfeit all games that athlete played in after the illegal event.

## **CONFLICTING PARTICIPATION**

The following guidelines apply in the event that a student wishes to be considered for participation in extra or co-curricular activities that have conflicting practice and/or performance times outside of school. The student must inform the coach and/or directors in charge of the conflicting activities prior to trying out for the conflicting activity.

The coaches and/or directors of the student activity are to discuss the potential practice and performance conflicts to see if an agreement can be reached. If an agreement can be reached, the agreed upon schedule is to be in writing with coaches and/or advisors, and the student needs to receive a copy. If an agreement cannot be reached between the coaches and/or advisors, the student will have to choose between activities. In the event a student chooses to drop from a co-curricular activity to participate in an extracurricular activity, the student will be permitted to withdraw without receiving a failing grade. Alternative assignments may be assigned to replace the performance grade.

## **PROHIBITED SUBSTANCES AND CONSEQUENCES**

Any student planning to and/or participating in athletic / extracurricular activities will NOT at any time possess, use, sell, conceal, consume, or come to school under the influence of drugs, alcohol, tobacco/nicotine products, or anabolic steroids. All medication or prescriptions must be authorized by a licensed physician and with proof, will not be in violation of this policy.

Student-athletes may NOT remain in proximity of drug use or illegal alcohol consumption. An athlete who does not remove his or her self from the situation will be considered in proximity of the illegal use of alcohol or of drugs. Investigation into this matter will be held by the athletic director, building administrator, or coach to further discipline the student athlete for the violation. Field students participating in extracurricular activities or athletics are supporting the Field brand and will be held accountable for their actions in any circumstance violating the Code of Conduct.

### **Steroids**

Steroids intended to enhance the performance of a student-athlete are NOT permitted unless approved by the athletic director, board-approved designee, or doctor.

**Warning:** "Improper use of anabolic steroids\* may cause serious or fatal health problems, such as heart disease, stroke, cancer, growth deformities, infertility, personality changes, severe acne, and baldness. Possession, sale, or use of anabolic steroids without a valid prescription is a crime punishable by a fine and imprisonment." \*A complete list of those compounds which are classified as anabolic steroids is set forth in O.R.C. §3719.41, Schedule III.

### **Supplements**

All over-the-counter supplements, stimulants, or beverages intended to enhance the performance of a student-athlete are NOT permitted unless approved by the athletic director or board-approved designee.

Examples include but are not limited to protein powders, Red Bull, Nos Tork, 5-Hour Energy, NoDoz, and a range of athletic supplements that claim to enhance athletic performance.

### **Drugs, Alcohol, Steroids: Possession Sale, Distribution, or Use**

Students shall not be involved with any drugs/alcohol including marijuana, alcohol, steroids, or prescription drugs, narcotics, hallucinogens, or paraphernalia related to any substance.

#### **First Offense**

- Student will be denied participation in 50% of the contests/events/practices, based on the number of regular season/scheduled events.

#### **Second Offense**

- Student will be denied participation in 100% of the contests/events/practices, based on the number of regular season/scheduled events.

#### **Third Offense**

- Student will be denied participation for one calendar year from the date of violation.

### **Tobacco/Nicotine: Possession, Sale, Distribution or Use**

Students under no circumstance may possess or use tobacco/nicotine in any form as outlined in the student Code of Conduct. If a student chooses to possess or use tobacco/nicotine, he or she will face the following consequences:

#### **First Offense**

- Student will be denied participation in 20% of the contests/events/practices, based on the number of regular season/scheduled events.

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#### **Second Offense**

- Student will be denied participation in 50% of the contests/events/practices, based on the number of regular season/scheduled events.

#### **Third Offense**

- Student will be denied participation for the remainder of the current school year from any athletic/extracurricular activity.

**\*The administration has the authority to skip any of the above steps in order to enforce consequence(s) based on their findings in the investigation of violation.**

### **Student Referral (*regarding Prohibited Substances*)**

Students referred to the school through any law enforcement agency will adhere to the appropriate consequence(s).

### **Self-Referral (*regarding Prohibited Substances*)**

If a student refers himself/herself to the coach, athletic director, assistant principal, or principal, the honesty and integrity of the student will be considered. The administration will investigate the violation and the student will go through a professional assessment with recommendations to follow. If these measures are not followed, it will be considered a first offense.

### **Prior Involvement (*regarding Prohibited Substances*)**

Any student who violates the school's alcohol, tobacco, or drug policy within the school year and then wishes to participate in any athletic / extracurricular activity will already have a first offense on his or her record. If any involvement during that activity happens, a second offense will be applied.

### **Due Process Procedures (*regarding Prohibited Substances*)**

1. Student-athletes receive notice of the rules and consequences prior to the start of each sports season. Once received, the Code of Conduct is in effect and all students, parents, and/or guardian(s) are responsible to adhere to the rules.
2. If a student-athlete violates the School Code of Conduct and the Athletic/Extracurricular Code of Conduct, their coach, sponsor, athletic director, or building administrators will conduct an investigation on the reported violation. After the investigation is concluded a coach/sponsor and athletic director or building administrator will inform the student-athlete of his or her disciplinary consequences as prescribed by the rules in the code of conduct.
3. The student or parent can appeal the decision to the principal.

### **OTHER CODE OF CONDUCT VIOLATIONS**

#### **Ejection from a Contest**

- The OHSAA addresses athletes and coaches who are ejected from a contest for unsportsmanlike conduct or a flagrant foul. According to their policy, any athlete ejected from a contest will be denied participation for the next two contests in all sports except for football (one game in football). An athlete under this suspension may not sit on the team bench, enter the locker room, ride the team bus, or be affiliated with the team before, during, or after the contests. The penalty will carry over to the next sports season if it occurs during the last game of the season. A second ejection will result in a suspension of the student-athlete for the remainder of the season in that sport. Field Athletic Director or coach may increase the penalties if he/she deems necessary.

### **Hazing**

- Hazing is defined as doing any act or coercing another, including the victim to do any act of initiation toward any student or other organization that causes or creates a substantial risk for causing mental or physical harm to any person. No athlete shall participate, encourage or engage in any acts in person or through technology to cause mental or physical harm to another.
- The penalty is at the coaches and administration's discretion. Minimum penalty is a one game suspension.

### **Insubordination, Profanity or Vulgar Displays**

- Insubordination is when a student refuses to comply with coaches or administrators request or direction. Profanity or vulgar occurs when gestures either verbal or nonverbal are shown in response to a reasonable request.

### **Physical Confrontations**

- Initiating, instigating, or participating in a physical confrontation before, during or after an athletic contest will result in a one contest/game suspension. The athletic director or coach can deny further participation if necessary after further investigation of the incident.

### **Social Networking**

- Participation in social network sites is not prohibited by Field Local Schools. However, all students participating in extracurricular activities must be aware that everything he/she puts on social network websites is seen by the public. All users of these websites must abide by all policies, rules, and regulations set forth by Field Athletic Department, OHSA rules and federal, state, and local laws.
- Content posted to social media sites with violations to any athletic policy are subject to investigation and punishable to the full extent of the athletic code of conduct. Field students need to be aware of these consequences and should exercise caution when participating in any social networking website.

### **Theft**

- Theft is defined as the taking of another person's property without that person's permission or consent with the intent to deprive the rightful owner of it.

### **Vandalism**

- Deliberate destruction of or damage to public or private property is called vandalism.

### **Violating Team Rules**

- All student-athletes are expected to follow all team rules set forth by the head coach.

### **Unsportsmanlike Conduct**

- Unsportsmanlike conduct is an act in a manner detrimental to the team, Field HS/MS or Field Local School District. This can be during an athletic event or in the off season. We expect our athletes to represent Field Local Schools in a demeanor that supports the mission of our school.

## **SUSPENDED OR EXPELLED STUDENTS**

Students who have been suspended out-of-school or expelled from school are not permitted on school property or at any school sponsored event, home or away, for the duration of such disciplinary action.

If a student fails to follow the FHS or FMS discipline policy, which results in an out-of-school suspension, he or she will have one of the following consequences applied:

### **First Offense**

- Student will be denied participation for all contests/practices during the duration of the suspension period while in-season. In addition to the contests/practices missed during suspension period, the student athlete will miss a minimum of 10% of the entire sports seasons contests (regular season or any tournament contest). The coach/advisor may extend the denial of participation for the student upon return at his or her own discretion. Coach or advisor will notify athletic director if any further punishment is added prior to enforcement.

### **Second Offense**

- Second out of school suspension will lead to a denial of participation in 20% of the contests/practices in that sports season's contests (regular season or tournament).

### **Third Offense**

- Third out of school suspension will lead to a denial of participation for the remainder of the current sports season.

## **PARENT AND FAN CODE OF CONDUCT**

Parents or fans who do not respect the guidelines set forth during athletic events will have one of the following consequences applied by the Field administration:

### **First Offense**

- The spectator will serve a two-game ban from Field athletic contests.

### **Second Offense**

- The spectator will be removed from all home athletic events in that season at Field Local Schools. A letter from the athletic director will be sent to the spectator with notification of this policy.

### **Third Offense**

- The spectator will be removed from all home athletic events for one calendar year starting at the time of the violation. The athletic director will send a letter of notification to the spectator.

**\*District administration has the authority to skip any steps of this procedure to enforce the appropriate penalty based on their discoveries during the investigation of the violation.**



## **COMMUNICATION GUIDE FOR PARENTS AND COACHES**

The Field Athletic Department strives to promote effective communication between athletes, coaches, parents, and administrators. It is the goal of the coaches and administration to be accessible to parents. All communication with Field coaches or athletic staff should be done in person, by phone call, or district email.

If a coach plans to use texting for immediate and urgent contact with student-athletes, the coach must be transparent about such use. At the beginning of the season, the coach must make parents aware that he/she may use texting as a form of communication.

Using social media to communicate with team members may be appropriate as a supplemental method of communicating electronically if it is setup correctly. If a coach decides to establish a Facebook page, Remind101 account, website, or Twitter feed, the parents must be notified that this site will be used to communicate information in addition to other methods (email, formal letters, etc.) and that these pages may contain commercial advertising that is not endorsed by the district. Since not every student has a Twitter account, Facebook page, or even access to any social media websites, the coach must consider this when posting. The Field Local School District cannot require student-athletes to have any social media accounts like Facebook or Twitter, as this should be a family and/or personal decision. Therefore, coaches must make any information posted accessible by alternate means.

**Employees or students must report to a school administrator any communication that may be construed as inappropriate.**

### **Parent/Guardian Communication**

Coaches will inform parents/guardians about:

1. Schedules and locations of all practices and contests
2. His/her coaching philosophy
3. Expectations he/she has for all athletes on the team
4. Requirements to be part of the team
5. Injury reports if necessary
6. Disciplinary actions when they result in denial of participation

### **Coach Communication**

Appropriate discussions with coaches:

1. Student-athlete health concerns
2. Scheduling conflicts that may come up
3. Student-athlete struggles with grades or academics
4. Ways to work with student-athlete at home on skills or development
5. Any changes in behavior or attitude you may be aware of in your student-athlete
6. Conflicts that may arise with other sports

Parent procedure to discuss concerns with a coach:

1. Ask the student-athlete to talk to the coach first.
2. Make an appointment with the coach, if the student-athlete talk does not resolve the problem.
3. Never approach a coach after a game or practice unless it is agreed upon by the coach.
4. Contact the athletic director if further resolution is needed.

Chain of command for conflict resolution:

1. A player must first speak to his or her coach.
2. The head coach will discuss his/her concerns with the athletic director.
3. If any player, parent, or assistant coach approaches the athletic director, he or she will be referred immediately to the head coach.
4. The athletic director will report to the principal if necessary.
5. The principal will then report to the superintendent.

Inappropriate discussions with coaches:

1. Playing time
2. Team strategy or play calling
3. Other student-athletes

## **PARENT/GUARDIAN/COACHING FORMS**

Visit the Field Local Schools website to see the most up to date athletic forms.

<http://www.fieldlocalschools.org/Athletics.aspx>

## **TEAM VOLUNTEERS**

All team volunteers, not considered a coach, must be approved by the coach, athletic director, and Board of Education. These include, but are not limited to, stat keepers, videographers, weight room attendants, or anyone involved with the team that will be around the student-athletes. Permission must be granted prior to the athletic season in order for the volunteer to ride the bus or supervise the student-athletes in any capacity. Any volunteer who will have contact with students must have FBI/BCI background check on file with the Athletic Department. All volunteers must have the following certifications: Pupil Activity Permit, Concussion, Sudden Cardiac and Fundamentals of Coaching certifications as well as First Aid training.

## **FUNDRAISERS**

All fundraisers must be authorized by the athletic director using the Athletic Fundraiser Request Form before they can be presented to the school treasurer or the superintendent for approval. All funds must be accounted for; any missing funds will be the responsibility of the head coach. Athletic teams or extracurricular activities may not participate in Crowdfunding fundraisers.

## **CALAMITY DAY OR SCHOOL CLOSING**

The following procedures will be used to determine if extracurricular activities shall be held on days when schools are closed due to a calamity or school closing. Calamities may be caused by hazardous weather, utility failure, or other causes.

### **Middle School Procedures**

All middle school extracurricular activities including practices will be postponed or cancelled on a school day closing or calamity day. This includes home and away events.

### **High School Procedures**

High school extracurricular activities may be held on calamity days under certain circumstances:

1. Host/home school has the responsibility to determine if an event will be held.
2. If Field Local Schools are closed but the home school wishes to continue with a scheduled event, then the trip will be made if travel conditions are not considered to be hazardous. Administration has the final decision.
3. Home events will be held if the school administration deems it safe to travel.
4. When determining whether a home event will be held or an away event will be attended, the following people will be consulted: superintendent, athletic director, principal, and operations manager.
5. If school is closed due to weather, practices for junior varsity and varsity sports must be cleared by the athletic director.
6. Practices on days of school closings are voluntary for student-athletes. Parents can hold their child/children out if they deem weather conditions unsafe.

**It is the responsibility of the coach to inform student-athletes of these procedures. A student-athlete who does not attend an event on these days will not be penalized.**

## **CANCELLATION OF COMPETITIONS**

These are the guidelines to follow if a cancellation of a competition occurs:

1. The athletic director must be notified immediately if a coach is going to cancel or postpone a home or away athletic event.
2. The athletic director will notify athletic event staff, faculty manager, concessions, opposing team, custodial staff, officials, and student body.
3. Cancellations of both home and away events will be posted for parents on the district website with possible make up dates.

## **OVERNIGHT TRIPS**

1. All contests played, necessitating overnight stays, will follow OHSA regulations.
2. All overnight trips are subject to prior approval of the building principal, superintendent, and Board of Education.
3. Coaches and approved chaperones are responsible for the supervision of all student-athletes on overnight trips at all times. Chaperones must be fingerprinted and Board approved.
4. Expectations:
  - Room assignments will be made by the coach in charge.
  - Periodic room checks must be made until one hour past designated "lights out".
  - Plans must be made for use of time when not in active competition.
  - Activities will be done in groups under the supervision of the coach or chaperone.
  - Meals will be eaten in groups and under the supervision of the coach or chaperone.
  - One coach/chaperone per 10 athletes will be present.
  - Board approved drug/alcohol free workplace policy applies to all coaches, chaperones, and athletes on overnight trips.

## **WEIGHT ROOM POLICY**

All in-season and off-season weight room activity will be approved by the coach and athletic director. Weight room policies will follow OHSA rules set forth for both in-season and/or off-season activity. Use of the weight room before, during, or after school, must be approved through the athletic director. The weight room supervisor and/or coach who covers the weight room must be approved by the Board of Education and have all required coaching forms completed. Students in the 7th & 8th grade are not permitted to participate in an off-season workout program intended for a varsity sport. However, 8th graders may participate in an off-season workout program at the beginning of the second semester. **No student athlete is permitted in the weight room without the weight room supervisor and/or coach present.**

## **SPORTS AWARD CEREMONIES AND ATHLETIC AWARDS**

Ceremonies will be held at the end of each season: fall, winter, and spring. Coaches will determine the ceremony date, time, and location. All student-athletes notified by the coach are expected to attend.

\* If any student-athlete quits and/or is removed from the team at any time during the season, he or she forfeits his or her varsity letter for that season.

\*\*All seniors will receive a varsity letter *(unless he/she quit or was removed from the team)*.

Requirements for individual sports are noted below. The head coach will have the final say on letter recipients.

- A. Varsity Football
  - a. Play in 50% of the varsity quarters. A quarter is two consecutive plays
- B. Cross Country
  - a. Top 7 players from team scoring average for the year
- C. Varsity Boys and Girls Basketball
  - a. Play in 50% of the quarters during the season
- D. Varsity Baseball
  - a. Participate in 50% of the innings
  - b. Pitchers will be at discretion of the coach
- E. Varsity Softball
  - a. Participate in 50% of the innings
  - b. Pitchers will be at discretion of the coach
- F. Varsity Girls and Boys Track
  - a. Must score 10 points during the season
  - b. Participate in 50% of dual meets
  - c. Relay team members will be awarded total points
- G. Varsity Wrestling
  - a. Participate in 50% of dual matches
  - b. Win points for varsity team
- H. Varsity Golf
  - a. Participate in 50% of all matches
- I. Varsity Soccer
  - a. Participate in 50% of the halves during the season
- J. Varsity Tennis
  - a. Participate in 50% of all varsity matches
- K. Varsity Volleyball
  - a. Participate in 50% of the varsity matches
- L. Varsity Cheerleading
  - a. Participate in 50% of varsity matches during the football or basketball season

## **Scholar Athlete Awards**

### **Metro Athletic Conference Scholar Athlete Award Guidelines**

1. Student-athlete must earn a varsity letter
2. Grading period GPA of 3.4 or higher
  - a. If a sport spans over two grading periods, the average GPA of the two respective grading periods will be used to determine the final GPA.

## **CERTIFIED STUDENT ENGAGEMENT SEAL** **LOCALLY DEFINED DIPLOMA SEAL**

Students in classes of 2023 and beyond must demonstrate readiness for college or careers by earning at least two diploma seals. The *Certified Student Engagement Seal* shall be earned through participation in extracurricular activities such as athletics, clubs or student government. The guidelines below define the meaningful criteria required to earn this seal

<b>Activity</b>	<b>Requirements</b> <b>Choose one option listed below</b>	<b>Accountability</b>
<b>Marching Band Athletics</b> (Team Manager, Freshmen, JV, or Varsity)	<ul style="list-style-type: none"> <li>● Receive a varsity letter</li> <li>● Participate in 2 years of band or 2 seasons of a sport with 80% attendance</li> </ul>	<ul style="list-style-type: none"> <li>■ Coach or advisor will take attendance at each event</li> <li>■ If the student becomes ineligible, the activity or sport will not count towards a seal</li> </ul>
<b>Student Leadership Opportunity</b> (Student Council officer or member, or principal or superintendent advisory member)	<ul style="list-style-type: none"> <li>● Participate in 2 different clubs or 2 years of the same club with 80% attendance</li> </ul>	<ul style="list-style-type: none"> <li>■ The advisor will turn in an attendance sheet at the end of the season (all events need to be accounted for)</li> </ul>
<b>Clubs</b> (Spanish, French, Fellowship of Christian Athlete, Quiz Bowl, Teen Institute, Ski, Power of the Pen)	<ul style="list-style-type: none"> <li>● Participate in 2 different clubs or 2 years of the same club with 80% attendance</li> </ul>	<ul style="list-style-type: none"> <li>■ The advisor will turn in an attendance sheet at the end of the season (all events need to be accounted for)</li> </ul>
<b>National Honor Society</b>	<ul style="list-style-type: none"> <li>● Receive an invitation and get inducted into the honor society</li> </ul>	<ul style="list-style-type: none"> <li>■ Advisor will take attendance at each event and meeting</li> <li>■ If the student becomes ineligible, NHS will not count towards a seal</li> </ul>
<b>Mascot</b>	<ul style="list-style-type: none"> <li>● 10 events</li> </ul>	
<b>Mathematics</b>	<ul style="list-style-type: none"> <li>● Score of 3 or better on both the algebra and geometry End of Course Exam</li> </ul>	
<b>Capstone</b>		
<b>Student Engagement Passion Project</b> (Outside club, activity, or sport; for example: Girl Scouts, Boy Scouts, 4-H, recreational, etc.)	Needs prior approval	

## **NCAA DIVISION I INITIAL ACADEMIC ELIGIBILITY**

To participate in Division I athletics or receive an athletic scholarship during the first year of college, a student-athlete must:

Complete the 16 core-course requirements in eight semesters:

- 4 years of English
- 3 years of math (Algebra 1 or higher)
- 2 years of natural or physical science (including one year of lab science if offered by the high school)
- 1 extra year of English, math, or natural or physical science
- 2 years of social science
- 4 years of extra core courses (from any category above, or foreign language, non-doctrinal religion or philosophy)
- Earn a minimum required grade-point average in core courses
- Earn a combined SAT or ACT sum score that matches the core course grade-point average and test-score sliding scale. (For example, a 3.000 core-course grade-point average needs at least a 620 SAT).

**\*Student-athletes enrolling in college in August 2016 and later must meet all of the above requirements to receive aid in the first year and practice in the first term. In order to compete in the first year, prospects must meet all of the above and**

- Earn at least a 2.3 GPA in core courses
- Meet an increased sliding-scale standard
- Complete 10 core-courses prior to the start of the seventh semester, at least seven in English, math, and science.

**\*If a student-athlete earns nine credits in the first term, he or she can continue to practice the remainder of the year. If not, he or she can remain on aid but cannot practice.**

## Metro Athletic Conference Contact Information

Cloverleaf	Athletic Director: Craig Walkup Athletic Office: 330-302-0315 Cell: 330-958-1404 Email Address: Craig.Walkup@cloverleaflocal.org Fax: 330-721-3554
Coventry	Athletic Director: Danny Savage Athletic Office: 330-644-3004 ext. 624016 Cell: 330-575-0122 Email Address: dsavage@coventryschools.org Fax: 330-644-4222
Field	Athletic Director: Greg Kulick Athletic Office: 330-673-2387 Cell: 216-925-2022 Email Address: greg.kulick@fieldlocalschools.org Fax: 330-677-2520
Norton	Athletic Director: Don Shimek Athletic Office: 330-825-7300, ext. 532115 Cell: 330-936-3106 Email Address: dshimek@nortonschools.org Fax: 330-825-4275
Ravenna	Athletic Director: Jim Lunardi Athletic Office: 330-296-3844, ext. 1308 Cell: 330-958-3757 Email Address: jim.lunardi@ravennaschools.us Fax: 330-296-1855
Springfield	Athletic Director: Kevin Vaughn Athletic Office: 330-798-1080 Cell: 330-352-0324 Email Address: sp_vaughn@springfieldspartans.org Fax: 330-798-1162
Streetsboro	Athletic Director: Randy Tevepaugh Athletic Office: 330-626-4902, ext. 2 Cell: 440-759-9870 Email Address: rtevepaugh@rockets.sparcc.org Fax: 330-626-8102
Woodridge	Athletic Director: Nick Mayer Athletic Office: 330-929-3191, ext. 592104 Cell: 440-477-0622 Email Address: nmayer@woodridge.k12.oh.us Fax: 330-928-5036

Board Adopted: August 14, 2017

Revised: May 5, 2020





# FIELD Falcons Head Coach Athletic Director Evaluation Form

Coach

Sport

1 ineffective; does not come close to demonstrating the intended standard/mark - 10% of coaches  
2 developing/promising; shows signs of potential, makes effort to develop ability - 25% of coaches  
3 effective; meets the standard/mark consistently, continually and successfully - 60% of coaches  
4 accomplished; high skilled and innovative in regards to the standard/mark - 5% of coaches

Has a preseason parent meeting. Shares information, dates and forms with athletic department.	1	2	3	4
Attends athletic department/coaches pre-season meeting (reason if not)				
Completes necessary certifications and head coaching requirements before the start of the season.	1	2	3	4
Ensures necessary certifications for his/her assistants are completed before the start of the season.	1	2	3	4
Effectively manages the distribution and collection of all equipment. Manages needs in a timely manner	1	2	3	4
Maintains appropriate use of facilities and grounds. Usage forms filed and procedures are correctly followed	1	2	3	4
Evaluates assistant coaches based on performance criteria and established pre-season goals	1	2	3	4
Organizes practice & game schedules and informs athletic department of any changes throughout the entire year	1	2	3	4
Follows board approved student attendance policy daily; student must attend school 3.5 hrs to participate that day	1	2	3	4
Ensures all athletes are compliant with OHSAA player physicals and athletes/parents have e-signed forms on FF	1	2	3	4
Shares final results/stats with AD following games, and or posts results/stats online to team social media feed	1	2	3	4
Attends other sporting events, band or academic functions at Field Local Schools	1	2	3	4
Maintains community/public relations through volunteerism and team outreach	1	2	3	4
Shows self-control and poise in all areas related to coaching; toward staff, players/parents, officials	1	2	3	4
Involves the youth program and lower levels of the sport (both middle school and community teams)	1	2	3	4
Is prompt in meeting team for practices and games	1	2	3	4
Is well versed and knowledgeable in matters pertaining to the sport	1	2	3	4
Serves as an appropriate role model in regards to appearance, manners, behavior, and language	1	2	3	4
Appropriately supervises the student athlete in team areas including but not limited to: locker rooms, training areas, and while being transported to and from events	1	2	3	4
Is responsible for game management personnel (clock operator, announcer, score book) and proper setup and breakdown of athletic contests	1	2	3	4
goes through proper channels/procedures for fundraising and establishes a good working relationship with the booster club	1	2	3	4

## SUMMARY

Coach Signature

Date



Athletic Director Signature

Date

Board Adopted: August 14, 2017

Revised: May 5, 2020



## FIELD Falcons Head Coach Self Evaluation Form



1 ineffective; does not come close to demonstrating the intended standard/mark - 10% of coaches  
 2 developing/promising; shows signs of potential, makes effort to develop ability - 25% of coaches  
 3 effective; meets the standard/mark consistently, continually and successfully - 60% of coaches  
 4 accomplished; high skilled and innovative in regards to the standard/mark - 5% of coaches

### GENERAL MANAGER

Follows rules and procedures established by all governing agencies including the OHSAA, Board of Education, and Athletic Director	1	2	3	4
Completes necessary certifications before the start of the season.	1	2	3	4
Ensures necessary certifications for his/her assistants are completed before the start of the season.	1	2	3	4
Effectively manages the distribution and collection of all equipment	1	2	3	4
Evaluates assistant coaches based on performance criteria and established pre-season goals	1	2	3	4
Actively involved in athletes' overall success both academically and athletically. Demonstrates strategies to encourage/motivate athletes improve in the classroom. Encourages athletes to be involved in other sports/clubs	1	2	3	4

### MARKETING DIRECTOR

Over the course of the season the coach articulates clear and specific expectations and processes of the program to athletes, parents, other coaches, and Athletic Director	1	2	3	4
Works to develop rapport with the entire coaching staff, athletes, and parents	1	2	3	4
Maintains communication/public relations, as necessary, with newspapers, media, booster clubs, and community	1	2	3	4
Shows self-control and poise in all areas related to coaching responsibilities	1	2	3	4
Works to build a foundational youth program to support growth and development in the sport.	1	2	3	4

### HEAD COACH

Is well versed and knowledgeable in matters pertaining to the sport	1	2	3	4
Organizes, supervises, coordinates, and evaluates all practices and events during a season while maintaining team discipline and control	1	2	3	4
Appropriately supervises the student athlete in team areas- including but not limited to: locker rooms, training areas, and while being transported to and from events	1	2	3	4
Is prompt in meeting team for practices and games	1	2	3	4
Serves as an appropriate role model in regards to appearance, manners, behavior, and language while promoting an attitude that produces positive efforts by participants	1	2	3	4
Supports athletes as well rounded individuals by being fair, understanding, tolerant, sympathetic, and patient while emphasizing lasting values to each individual	1	2	3	4
Aids in the development of assistant coaches by effectively delegating coaching responsibilities while remaining accountable	1	2	3	4

Reflection/Commentary (Identify your person strengths and weakness as well as comment on your pre-season goals)

Coach Signature

Date

Athletic Director Signature

Date

Board Adopted: August 14, 2017

Revised: May 5, 2020

# FIELD Falcons

Assistant/program coach evaluation (completed by HC)

1 ineffective; does not come close to demonstrating the intended standard/mark - 10% of coaches  
2 developing/promising; shows signs of potential, makes effort to develop ability - 25% of coaches  
3 effective; meets the standard/mark consistently, continually and successfully - 60% of coaches  
4 accomplished; high skilled and innovative in regards to the standard/mark - 5% of coaches

Coach:

Sport:

Position:

## ADMINISTRATIVE RESPONSIBILITIES:

Cooperates with head coach regarding preseason paperwork (rosters & compliance lists) prior to first practice. 1 2 3 4

Models care and respect of school property, facilities, equipment. 1 2 3 4

Cooperates with requests for information from the athletic office on time. 1 2 3 4

Abides by all relevant Board of Education policies, administrative, and PTC guidelines 1 2 3 4

Supervises practice area, locker room, and school transportation when athletes are present. 1 2 3 4

Assists in preparation of a detailed inventory of team equipment and updates it after each season. 1 2 3 4

## RELATIONSHIPS:

Demonstrates enthusiasm for working with student athletes. 1 2 3 4

Cooperates with head coach regarding team philosophies, guidelines, and player expectations. 1 2 3 4

Communicates effectively with athletes and parents. 1 2 3 4

Establishes and maintains good rapport with faculty, administration, and coaching staff. 1 2 3 4

Promotes all school activities and encourages students to participate in a variety of activities. 1 2 3 4

Keeps commitments and is punctual. 1 2 3 4

Shows an interest in the athletes' academic experiences. 1 2 3 4

## COACHING PERFORMANCE:

Conducts self in a professional and sportsmanlike manner at all times. 1 2 3 4

Teaches the fundamental philosophy, skills, and knowledge essential to the sport. 1 2 3 4

Develops a well-organized practice schedule with specific objectives for each practice. 1 2 3 4

Praises athletes for positive performances and offers constructive criticism for poor performances. 1 2 3 4

Maintains effective individual and team discipline at practice and in games. 1 2 3 4

Provides opportunities for all members of the team to participate, depending upon their ability and effort, while maintaining a competitive squad. 1 2 3 4

Team's performance reflects enthusiasm, motivation, proper fundamentals, and sportsmanship. 1 2 3 4

## SUMMARY

Head Coach Signature

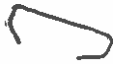
Date

Asst./program Coach Signature

Date

Board Adopted: August 14, 2017

Revised: May 5, 2020



## **APPENDIX**

- **Athletic Fundraiser Request Form**
- **Individual Competing in a Meet**
- **OHSAA Private Vehicle Authorization to Re-Enter**
- **Parent/Guardian Consent for Transportation by Private Vehicle**
- **Travel Release Form**

**SUMMIT EDUCATIONAL SERVICES CENTER CONTRACT FOR  
SERVICES- Kids First/TOPS  
Parental Institutional Placement In a School other than the Parent(s) District of Residence**

**AGREEMENT FOR ADMISSION FOR TUITION PUPILS  
PURSUANT TO SECTIONS 3327.04, 3327.06, 3323.14, AND 3317.08 O.R.C.**

**School of Attendance**

The Summit Educational Service Center Board of Governors hereby enters into a contract for admission (pursuant to Section 3327.04 O.R.C.) of the student(s) listed below to the Kids First/Transition Opportunity Program for Students (TOPS) with the Field Local School District (District of Residence) for educational purposes for the school year of 2020 Extended School Year.

The Field Local School District (District of Residence) hereby agrees to pay directly to the Summit County Board of Governors for each of the listed pupil(s) an amount equal to \$500.00 per student for the tuition as calculated by the Summit Educational Service Center (District of Attendance).

The Summit Educational Service Center Board of Governors (District of Attendance) will NOT include these IEP (Individualized Educational Program) placed handicapped pupils in their ADM certification. The Field Local School District Board of Education will pay a total of \$500.00 the above stated tuition, and will count in their district ADM the students listed below. We hereby accept the pupil(s) listed below to our school on terms described above.

Name of Student

Address of Student

  
District of Attendance Superintendent Signature

5/13/20

Date

  
District of Attendance Treasurer Signature

5/13/20

Date

**District of Residence**

We hereby acknowledge and approve the above listed pupil(s) to your schools on the terms described above for the school year 2020 Extended School Year. We also acknowledge and approve the additional cost of a one-on-one aide if required by the IEP.

\_\_\_\_\_  
District of Residence Superintendent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
District of Residence Treasurer Signature

\_\_\_\_\_  
Date

*Contract is required for parentally placed student.*

