

# BUCKEYE LOCAL BOARD OF EDUCATION

Regular Board Meeting  
Monday, August 14, 2017  
6:30 p.m.  
Wallace H. Braden Middle School

## **"BUCKEYE – WE EDUCATE FOR SUCCESS."**

### **VISION STATEMENT**

The Buckeye Local School District unifies individuals, communities and resources to create a **WORLD CLASS LEARNING COMMUNITY** that gives **ALL** students the opportunity to be successful in **THEIR** future.

### **GOALS**

The Buckeye Local Board of Education has established the following goals:

1. The board of education will achieve excellence in learner-focused governance.
2. The board of education will conduct efficient and effective meetings.
3. The board of education will increase community and staff trust and satisfaction.

*This meeting is a meeting of the board of education in public for the purpose of conducting the school district's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda. Please complete a public participation form and submit it to the board president prior to the start of the meeting.*

*Board Policy # 0165.1, Item B*

### **Buckeye Local Board of Education**

Jon Hall – President  
David Tredente – Vice President  
Renee Howell  
Gregory Kocjancic  
Mary Wisnyai

Mr. Patrick Colucci  
Superintendent

Mrs. Jamie Davis  
Treasurer

**BUCKEYE LOCAL BOARD OF EDUCATION**

**REGULAR BOARD MEETING**

Monday, August 14, 2017

**1. Opening Items**

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- A. Call to Order
- B. Roll Call of Members
- C. Meditation
- D. Pledge of Allegiance
- E. Communications/Special Reports
  - 1) Kingsville Public Library – Partnership Update – Mariana Branch
  - 2) John Radwancky – Technology Update
  - 3) Pollinator Report – Rebecca Armstrong
  - 4) Michael Notar – Principal Advisory Committee & ACE Digital

F. Public Participation Relative to Agenda Items (Bylaw 0169.1)

Please complete a public participation form and submit it to the board president prior to the start of the meeting. We welcome your comments and/or questions during this time. Statements shall be limited to three (3) minutes. Please keep comments brief and to the point. Do not reflect adversely on the political or economic view, ethnic background, character or motives of any individual.

G. Correspondence

**2. Treasurer's Report**

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**Reports and Recommendations**

*It is the recommendation of the Treasurer that the BOE approve the following items as presented in 2A – 2C:*

- A. Approve the June and July BOE meeting minutes as presented to the board on August 9, 2017.
- B. Approve bills paid in July and the financial reports as presented to the board on August 9, 2017.



## 2. Treasurer's Report (*continued*)

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### Reports and Recommendations

#### C. OSBA Services Agreement

Approve OSBA Services Agreement for the purpose of providing financial consulting with Public Finance Resources, Inc. for the period of August 1, 2017 through May 31, 2018 as in **Exhibit A**.

\_\_\_\_ Hall    \_\_\_\_ Howell    \_\_\_\_ Kocjancic    \_\_\_\_ Tredente    \_\_\_\_ Wisnyai

## 3. Superintendent's Report

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### Reports and Recommendations

*It is the recommendation of the Superintendent that the BOE approve the following items in 3A – 3F:*

#### A. ACCESS

Approve a contract with ACCESS (Ashtabula County Continued Education Support Services) to provide post-secondary counseling services for juniors and seniors in the district for the 2017-18 school year as in **Exhibit B**.

#### B. ACE Digital Academy

Approve ACE Digital Academy to provide online curriculum, supplies and materials for alternative educational programming for the 2017-18 school year as in **Exhibit C**.

#### C. Reimbursement Rate for Transportation

Approve the following reimbursement rates for transporting students to extracurricular activities during the 2017-18 school year.

<u>Buses (cost per mile)</u>	<u>Vans (cost per mile)</u>
\$2.41	\$1.57

#### D. Ohio Schools Council

Approve the resolution to participate in the cooperative purchasing program of the Ohio School Council as presented in **Exhibit D**.

#### E. Overnight Field Trip for Extracurricular Activity

Approve the overnight extracurricular field trip for the varsity cross country team to attend the cross country meet in Tiffin, Ohio from September 8 to September 9, 2017.

### 3. Superintendent's Report (*continued*)

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#### Reports and Recommendations

##### F. Accept Gifts

- 1) Legacy of Lights Project –Accept gifts received from the following local businesses and individuals to help fund the Legacy of Lights Project at Corlew Stadium:

• David R. Norris Engineering, LLC	\$1,000.00
• Joseph Donatone, Hlavtut & Swiger Families	\$1,000.00
• Steve & Tina Kray	\$250.00
• Wisnyai Family	\$250.00
• Aaron & Jamie Davis	\$250.00
• Jay & Anne Corlew	\$250.00
• Edgewood Alumni Association	\$210.00
• Pat & Doug Hladek	\$200.00
• Sonja Corlew	\$125.00
• Rebecca & William Dunne	\$125.00

\_\_\_\_Hall \_\_\_\_ Howell \_\_\_\_Kocjancic \_\_\_\_Tredente \_\_\_\_Wisnyai

### 4. Personnel

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*It is the recommendation of the Superintendent that the Board approve the following Personnel items as presented in 4A – 4J:*

#### **Certified Staff:**

##### A. Certified Staff Resignation

- 1) Lonnie Hill, Social Studies teacher at Edgewood High School, effective August 17, 2017.
- 2) Jodi Pasanen, Intervention Specialist at Braden Middle School, effective August 17, 2017.

##### B. Certified Staff - Request for FMLA for certified staff as presented:

- 1) Janice Prince, Teacher, Kingsville & Ridgeview Elementary, effective September 6, 2017, for no more than 12 work weeks in a 12-month period.

##### C. Certified Change in Assignment

- 1) Mitch Bidwell, from .625 FTE part-time Social Studies teacher and Academic Tutor to 1.0 FTE History teacher at Edgewood High School. Step 3, \$39,658.



#### 4. Personnel (*continued*)

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##### D. Certified Appointments

- 1) Jerry Mlack, Saturday Detention Monitor, \$23.33 per hour.
- 2) George Kirby, co-curricular contract extension, inclusion in teaching salary (per negotiated agreement), Choir Director Ridgeview Elementary School, 7+, \$1,499.67.

##### E. Certified – Title 1 Tutors - Additional 2 hours/day, as needed

- 1) Edith Mackynen, Title 1 Tutor, Kingsville Elementary
- 2) Tina Furmage, Title 1 Tutor, Ridgeview Elementary

##### F. Certified Appointments - Extracurricular and Special Fee Assignments –

- 1) Extracurricular and special fee assignments for the 2017-18 school year:

<u>Name</u>	<u>Position</u>	<u>Years Exp.</u>	<u>Start Date</u>	<u>Salary</u>
Mitch Bidwell	Assistant Wrestling (7-8)	6	Nov. 10, 2017	\$3,665.86
Kevin Santee	Assistant Boys Basketball (7-8)	4	Nov. 3, 2017	\$3,665.86
Greg Stolfer, Sr.	Assistant Wrestling (JV)	7+	Nov. 10, 2017	\$3,999.12

##### G. Appointments - Extracurricular and Special Fee Assignments – Non-Certified / Non-Licensed Individuals

#### 1) **SUPPLEMENTAL RESOLUTION TO APPOINT NON-CERTIFIED / NON-LICENSED INDIVIDUALS TO SUPPLEMENTAL TEACHING POSITION(S)**

**WHEREAS**, the Buckeye Local Board of Education strives to appoint qualified certified/licensed employees to fulfill supplemental contracts; and

**WHEREAS**, the board has offered the following supplemental position(s) to certified/licensed employee(s) of the district; and

**WHEREAS**, no such employee(s) qualified to fill the position(s) has accepted it; and

**WHEREAS**, the position(s) was then advertised to certified/licensed individual(s) who are not employed by the board; and

**WHEREAS**, no such person(s) qualified to fill the position(s) has accepted it; and

**WHEREAS**, the board has deemed the following non-licensed/non-certified individuals identified below as qualified to fill the supplemental position(s);

**THEREFORE, BE IT RESOLVED**, that the Buckeye Local Board of Education, in compliance with O.R.C. 3313.53(D), awards the following supplemental contract(s), for the school year indicated below, to the following person(s):

#### 4. Personnel (*continued*)

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##### G.1) *Continued:*

<u>Name</u>	<u>Position</u>	<u>Years Exp.</u>	<u>Start Date</u>	<u>Salary</u>
Karl Brunell	Assistant Girls Basketball (7-8)	2	Oct. 27, 2017	\$3,332.60
Chris Monda	Assistant Football (7-8)	5	Aug. 8, 2017	\$3,665.86
Brandi Franklin	Assistant Soccer (7-8)	0	Aug. 1, 2017	\$3,332.60
Jay Bowler	Assistant Boys Basketball (JV)	2	Nov. 3, 2017	\$3,332.60
Rory Groce	Assistant Boys Basketball (7-8)	3	Nov. 3, 2017	\$3,332.60
Sean Freeman	Assistant Girls Basketball (JV)	2	Oct. 27, 2017	\$3,332.60
Shawn Brunell	Assistant Girls Basketball	2	Oct. 27, 2017	\$3,332.60
Jacob Cardona	Assistant Wrestling (7-8)	2	Nov. 10, 2017	\$3,332.60
Sean Freeman	Head Baseball (Varsity)	7+	Feb. 19, 2018	\$4,665.64

2) Approve the following Athletic Workers for the 2017-18 School Year:

- Emma Mauro
- Shelly Lyle

#### **Classified Staff:**

##### H. Classified Staff – Reduction In Force (RIF)

1) Reduction in force for the following classified employees, in order of seniority, effective August 18, 2017:

<u>Name</u>	<u>Position</u>	<u>Building</u>
Martin Brennan	SMEA – Locker room supervision	Braden
Jody Anthony	SMEA – Recess supervision	Kingsville
April Urch	SMEA – Recess supervision	Kingsville
Pamela Lemmo	SMEA – Recess supervision	Kingsville
Marguerite Kister	SMEA – Recess supervision	Ridgeview

##### I. Classified Staff – Change in Assignment

- 1) Rebecca Pinkerton from Bus Driver #16 (4.0 hrs/day) to Bus Driver #21 (5 ½ hrs/day), effective August 21, 2017. Step 2 of 6 \$17.59/hr.
- 2) Tracey McNeil from Bus Driver #32 (4 ½ hrs/day) to Bus Driver #26 (5 ½ hrs/day), effective August 21, 2017. Step 1 of 6 \$17.28/hr.
- 3) Tonya Sperduto, from SMEA recess supervision at Ridgeview to lunch supervision at Braden Middle School.

##### J. Classified Staff – Employment of Substitutes as presented:

- 1) Custodians  
Rita Nicka



#### 4. Personnel (*continued*)

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2) SMEA  
Sheila Breedlove

3) Administrative Assistant  
Nancy Hreha

*All personnel appointments are contingent upon possessing or obtaining the appropriate certification/licensure, validation, and/or permit as required by law and board policy, as well as satisfactory physical examination, criminal background check and/or current CPR training where applicable.*

\_\_\_Hall \_\_\_Howell \_\_\_Kocjancic \_\_\_Tredente \_\_\_Wisnyai

#### 5. Visitor Participation Relative to New Items (non-agenda items)

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*Please complete a public participation form and submit it to the board president prior to the start of the meeting. Please limit your comments to three minutes or less.*

#### 6. Other Business – FYI

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\_\_\_Hall \_\_\_Howell \_\_\_Kocjancic \_\_\_Tredente \_\_\_Wisnyai

#### 7. Executive Session

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Board action for appointment, employment, dismissal, discipline, promotion, demotion, compensation and /or other legal matters concerning the Buckeye Local School District.

\_\_\_Hall \_\_\_Howell \_\_\_Kocjancic \_\_\_Tredente \_\_\_Wisnyai

#### 8. Adjournment

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\_\_\_Hall \_\_\_Howell \_\_\_Kocjancic \_\_\_Tredente \_\_\_Wisnyai



### OSBA Services Agreement

Whereas, Ohio Revised Code Section 3313.171 provides for the employment of administrative consultants, this agreement is made this **August 1, 2017**, between the Ohio School Boards Association (hereinafter referred to as the "Consultant"), a nonprofit corporation with its principal place of business at 8050 N. High Street, Suite 100, Columbus, OH 43235 and the **Buckeye Local School District** (hereinafter referred to as the "Board"), with its principal place of business at **3436 Edgewood Drive, Ashtabula, Ohio 44404**, for the purpose of providing financial consulting with Public Finance Resources, Inc. (hereinafter referred to as "PFR"), a subcontracted service of OSBA.

Now, therefore, the parties agree that the Consultant's subcontracted service provider will provide the services as specifically outlined in the attached addendum in exchange for consideration and the Board will perform the responsibilities, if any, listed in the attached addendum, which is hereby acknowledged and made a part of this Agreement. The contract and the attached addendum represents the entire agreement by the parties and any changes to the agreement may be made only by a written instrument clearly setting forth the amendments and executed by both parties. This agreement is an independent agreement that is not dependent upon or related to any other contractual obligations of the parties. The relationship of the Consultant to the Board is that of an independent contractor, and nothing herein shall create any association, joint venture, or partnership of any kind between the parties. The services and information provided by the Consultant and the Consultant's subcontracted service provider does not constitute the rendering of legal advice.

1. **Governing Law.** All questions with respect to the construction, performance, and enforcement of this Agreement and the rights and liabilities of the parties thereunder shall be determined in accordance with the laws of the State of Ohio with venue in Ohio.
2. **Force Majeure.** Neither party shall be liable for failure to perform its obligations under this Agreement due to events beyond its reasonable control, including but not limited to illness, injury, boycotts, riots, or other manifestations of civil strife or disorder, acts of God, wars, fire, epidemics, or acts in compliance with any applicable law, regulation, or order of any governmental body. In the event of a force majeure, there shall be no claim for damages by either party and each party shall bear its own costs attributable to the force majeure.
3. **Notice.** All notices or demands that either party may be required or desire to serve upon the other party in connection with this Agreement shall be in writing and may be served personally or by regular mail, with constructive receipt deemed to have occurred five (5) calendar days after the mailing or sending of such notice to the address of the principal place of business of the Board and the Consultant.
4. **Duration.** The contract shall expire upon the completion of all duties as assigned in the addendum, attached hereto and made a part of this Agreement.
5. **Cancellation/termination.** This contract may be terminated by: (a) mutual agreement of the parties or (b) written notice of breach of this Agreement by either party. Any amounts owing for services rendered prior to cancellation due to mutual agreement shall become due and must be paid in full upon cancellation.

Each person who signs below warrants that he/she has full power and authorization to bind the entity under which his/her signature appears.

**OSBA:**

Division Director: \_\_\_\_\_

Date: \_\_\_\_\_

**District:**

Authorized Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Please sign and return one copy of this contract along with a purchase order made out to Public Finance Resources, Inc, OSBA's subcontracted service provider.





### **Service Addendum – Financial consulting**

#### **Services Provided by the Consultant:**

Consulting services for OSBA member school district, **Buckeye Local School District**, effective **August 1, 2017**, for the ten (10) month period **August 1, 2017** through **May 31, 2018**, in the areas of forecast comparison, analysis, and custom deliverables regarding the school district's financial forecast.

#### **A. Consulting Services (\$8,900; plus expenses as applicable)**

Public Finance Resources, Inc. will provide the district's CFO:

- 1) Annual software license for FY 2018
- 2) Update and collaborative review of the District's five-year forecast for the October 2017, and May 2018 filing periods
  - a. Real estate collections – collection rate, split and delinquencies
  - b. State funding, including District's enrollment estimates and EMIS information
  - c. All other revenue sources
  - d. Salaries and benefits – build detailed note sections in model
  - e. Purchased services
  - f. All other expenditure lines
- 3) Assumption notes with October 2017 and May 2018 forecast filings
- 4) FY 2017 enrollment and staffing reporting in fall, and FY 2018 enrollment and staffing reporting in spring
- 5) Registration for fall and spring forecast seminars
- 6) On-site work session in fall and spring to assist with presentation of forecast material, if requested

#### **B. Additional consulting services (Daily rate of \$1,200 expenses as applicable)**

District will be invoiced at the daily rate for additional, mutually agreed upon work beyond the scope provided in item A.

#### **C. Optional annual add-on services (See individual rates below, expenses as applicable)**

District will be invoiced annually for additional services listed below, as requested.

- 1) Negotiations Software - \$2,500
  - a. Certified and classified negotiations software
  - b. Assistance with data collecting and building models
  - c. Annual training and support through negotiations process
- 2) 10-Year forecast modeling - \$1,250

PFR will perform preliminary review and work off- and onsite and will request additional information by communicating with the District's treasurer and/or superintendent, and other staff as deemed necessary. Onsite meetings will then be scheduled and conducted with the District as deemed necessary. All assumptions and scenarios incorporated into the baseline 5-year projection and other relevant files provided are created solely with use of data provided by, and at the direction and agreement of, the treasurer and/or superintendent.

**The Board agrees to:**

The Board will provide all information and assistance necessary for the successful completion of the service. Upon execution of this agreement, the District will send data files which will include historical financial information for the district, including five-year forecasting files and data to support the current forecast, including any cash flow analysis, all supporting data on tax levies collected and to be collected on the tax duplicate, all proposed tax levy data and the prospective timing of such levy and amount, and access to the USAS State Software for report generation capabilities only.

The Board will compensate Consultant for additional services not specifically enumerated at the rates outlined below.

**Fee Structure.** In consideration for services rendered, the Board agrees to pay the Consultant a fee of \$8,900, which represents the flat fee for the services outlined above in item A for a ten (10) month period. Expenses as outlined below are in addition to the flat rate and are invoiced after they are incurred or at the conclusion of the service. If the Board opts for additional consultation beyond the services provided above, meetings may be scheduled based on the daily rate of \$1,200 plus expenses. Invoices shall be paid in full within thirty (30) days after receipt of invoice and in no event beyond ninety (90) days from the Consultant's rendering of the service. Copies beyond those ordinarily provided will be invoiced at \$.05 per page.

Invoices will be submitted and collected by Consultant's subcontracted service provider, PFR, pursuant to the following schedule:

- At **August 1, 2017**, the Board will be invoiced for the fee outlined in item A above (\$8,900). If the district requests additional consultation as outlined in items B or C of this Agreement, those additional consultation sessions shall be invoiced as they occur.
- Expenses as outlined above will be invoiced to the district as they occur.

**Expenses.** Expenses shall consist of actual mileage incurred as a result of consultation with the Board at the current IRS reimbursement rate, lodging and meals incurred as a result of consultation with the Board, the actual cost of printing and/or mailing, facility fees, applicable recovery cost of telephone charges.

**Timeline.** Timelines for completion of services will be as developed between the Consultant and the Board.





Ashtabula County Continued Education Support Services  
1565 State Route 167 Jefferson, OH 44047  
Phone (440) 576-3125 Fax (440) 576-5003

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**August 11, 2017**

Buckeye Local Schools  
Mr. Patrick Colucci

Upon receipt of payment, this agreement outlines the intent of ACCESS to provide services for the 2017-18 school year and the details thereof. Your invoice for services is also included and is based upon the Memorandum of Understand. If any changes need to be made to service levels, and therefore the invoiced amount, please contact ACCESS as soon as possible.

The ACCESS services indicated below will be provided to Edgewood High School. A start-up meeting will be held in September with the necessary school staff to determine specific details and guidelines for advisory services.

**One Advisor for two (2) days per week advising services at Edgewood High School; Seven (7) hours per day; Thirty-two (32) weeks during September 2017 – May 2018.**

\*Primary focus for seniors and juniors. Services for sophomores and freshmen also included as time and circumstance allows.

Amount: \$11,396.33 (See invoice for details.)

Superintendent Printed Name: \_\_\_\_\_

Superintendent Signature/Date: \_\_\_\_\_

ACCESS Director Signature/Date: \_\_\_\_\_

Please return a copy of this agreement and invoice along with payment to "ACCESS" at 1565 State Route 167, Jefferson, OH 44047 by August 31, 2017. If there will be any delays in processing payment, please notify ACCESS at 440-576-3125 or [mjackson@accessashtabula.org](mailto:mjackson@accessashtabula.org).



*Ashtabula County Continued Education Support Services*  
1565 State Route 167  
Jefferson, Ohio 44047  
(440) 576-3125

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**August 11, 2017**

## INVOICE

Please complete, sign and return a copy of this invoice with payment by **August 31, 2017** to the ACCESS office at the address above. This invoice is for payment for ACCESS services during the **2017-2018 academic school year** (September 2017 through May 2018).

**Description:**

Implementation of ACCESS Services to high school students as determined by each building principal and guidance counselor(s) with the direction of the district superintendent.

Services include group and individual sessions concerning higher education, careers, military options, workforce preparation, etc.

High School Receiving Services: **Edgewood High School**

Base Cost: **\$4,630.72**

Service Level: **Two days per week, 7 hours per day, 32 weeks September 5, 2017-May 18, 2018**

Advisor Cost based on Service Level: **\$6,040.72**

**Invoice Total: \$11,396.33**

School District Representative (print): \_\_\_\_\_

Representative Signature/Date: \_\_\_\_\_

Thank you for your continued support,

Manda Jackson  
Executive Director



**Memorandum of Understanding Between  
ACCESS  
And  
Buckeye Local Schools**

**I. Background**

The mission of ACCESS is to present Ashtabula County students with the information, strategies and resources that are essential for progression through an educational pathway that leads to a career. For more than 17 years, our goal has been to help students pursue educational opportunities that empower them to embark on rewarding careers and strengthen our community.

**II. Purpose and Scope**

The purpose of this Memorandum of Understanding (MOU) is to clearly define the roles and responsibilities of each party as it relates to: (1) an Advising Plan for advising YOUR HIGH SCHOOL students and their parents; (2) a plan for data exchange; (3) a plan to make YOUR HIGH SCHOOL personnel aware of ACCESS' services; (4) a plan to provide space and resources for the on-site ACCESS Advisor; (5) a plan to evaluate the ACCESS Advisor and services provided.

This MOU is intended to provide a written acknowledgement of collaboration between the organizations.

**III. Definitions**

For the purposes of this MOU,

- "YOUR HIGH SCHOOL" shall refer to a student who is in high school, unless YOUR HIGH SCHOOL informs ACCESS otherwise.
- "SERVICEABLE STUDENT" shall refer to a student who physically attends your school district, for regularly scheduled classes to receive credit, for at least one class each school day.
- "ADVISING SERVICES" are any services selected on the attached Menu of Advising Services that the YOUR HIGH SCHOOL contracts with ACCESS to provide as part of the Advising Plan.
- A "DAY OF SERVICE" equals 7 hours.
- "DATA" includes any student information such as demographic information, cumulative grade point averages, ACT/SAT scores, and expected year of graduation.

**IV. ACCESS Responsibilities under this MOU**

1. ACCESS Advisor will be available to speak with staff on issues of the college and career going process. ACCESS will provide a trained college Advisor for the amount of time requested by YOUR HIGH SCHOOL in no less than one day increments. Evening presentations must be approved by ACCESS prior to the event.
2. ACCESS Advisor will provide advising, financial aid, and scholarship services as indicated on the attached Menu of Advising Services.
3. ACCESS will send a 30 day and semi-annual evaluation to the designated YOUR HIGH SCHOOL school counselor asking for feedback about ACCESS services. The feedback from these evaluations is used for customer service, training, professional development, and performance evaluation purposes.
4. As part of the data exchange, ACCESS can submit names of YOUR HIGH SCHOOL students who were served by the ACCESS Advisor to the National Student Clearinghouse in order to obtain post-secondary persistence and graduation information. ACCESS is FERPA complaint. (See attached)
5. ACCESS will provide a year-end summary of services provided, students served, and recommended students (if applicable) to YOUR HIGH SCHOOL.

#### V. School Responsibilities under this MOU

1. YOUR HIGH SCHOOL will, during or before the first week of school, provide the Executive Director and/or the Advisor access to DASL on a non-editing basis for your district.
2. YOUR HIGH SCHOOL will provide working space and internet access.
3. YOUR HIGH SCHOOL will provide access to a copy machine to be used only in the servicing of students' needs.
4. YOUR HIGH SCHOOL will publicize ACCESS services at the school and make all reasonable attempts to ensure access to students.

#### VI. Personnel Background Check

All ACCESS Advisors have undergone drug and background screenings.

#### VII. Independent Contractor

ACCESS and YOUR HIGH SCHOOL acknowledge and agree that ACCESS is an independent contractor and has no authority to bind YOUR HIGH SCHOOL or otherwise act as a representative of YOUR HIGH SCHOOL. ACCESS shall retain the right to exercise full control and supervision over its employees, compensation and discharge, and agrees to be solely responsible for all matters relating to its employees, including, but not limited to, compliance with social security, withholding, workers' compensation, and all other regulations governing such employment matters.

#### VIII. Confidentiality/Ownership

ACCESS agrees that all financial, statistical, proprietary, or student information provided by YOUR HIGH SCHOOL or any information that ACCESS may acquire, directly or indirectly which relates to YOUR HIGH SCHOOL will be kept confidential and not used by or released to any third party or parties without the prior written consent of YOUR HIGH SCHOOL. ACCESS further agrees that any written material (e.g., report, study, etc.) developed for YOUR HIGH SCHOOL and all rights, title and interest therein shall belong exclusively to YOUR HIGH SCHOOL. YOUR HIGH SCHOOL shall be entitled to obtain copyright or any similar such protection for any deliverables furnished by ACCESS hereunder and that any such material is considered a "work-for-hire."

#### IX. MOU Modification and Termination

It is mutually understood and agreed by and between the parties that:

- This agreement may be modified by mutual agreement of ACCESS and YOUR HIGH SCHOOL. This agreement will be revisited each fiscal year in preparation for the upcoming academic year.

#### X. ACCESS and YOUR HIGH SCHOOL Contacts:

ACCESS  
Manda Jackson  
Executive Director

Principal: Mr. Michael Notar

School Counselor(s): Sarah Wittreich

#### XI. Term and Payment

This agreement takes effect on August 28, 2017 and ends on June 31, 2018.

Preferred starting date as arranged with YOUR HIGH SCHOOL staff: September 5, 2017

ACCESS invoice is included. Checks should be made payable to ACCESS and mailed to ACCESS at 1565 State Route 167, Jefferson, OH 44047.

#### XII. Effective Date and Signatures

This MOU shall be in effect upon the signatures of the organizations' authorized officials. Agreement is indicated by signatures and date below:

<u>Manda Jackson</u>	<u>Exec. Dir .</u>	<u>Mr. Patrick Colucci</u>	<u>Superintendent</u>
ACCESS Authorizing	Title	Buckeye Local Schools	Title
_____	_____	_____	_____
Signature	Date	Signature	Date



## **ACCESS AND FERPA**

We are very pleased to provide advising services at your school this year. We value our relationship and the opportunity to serve the students and families of Ashtabula County. We are grateful for the confidence you place in us.

Per our MOU we are requesting an electronic student data template that conforms to the template attached.

Part of the ACCESS Advisor's job is to record in a student database all the services provided to a school. As you may imagine, this is a large part of the job and can require a fair amount of time. It is necessary however, for several reasons:

- ACCESS is a non-profit organization and we rely on grant and donor funding for a large part of our budget and the ability to offer our services at a subsidized rate. As a result, we need to report to our funders aggregate (not student-level) data about our advising work.
- ACCESS continually works to improve services, achieve outcomes, and maximize effort at the lowest cost.
- ACCESS will assist your district in subscribing to the National Student Clearinghouse (NSC) so that we may obtain persistence and graduation rates for the students we work with. In order to receive accurate data from NSC, we must have accurate student names and birth dates. We have always been found FERPA Compliant.
- The ability to reduce data entry time, increases our ability to serve more students and families.
- At the end of the year, ACCESS will provide a report to you about our advising work in your school. We want that report to provide a complete picture of all the work we have done with your students and could provide a more comprehensive college and career readiness analysis.

If you have any questions, please contact me at 440-576-3125 or [mjackson@accessashtabula.org](mailto:mjackson@accessashtabula.org).

Sincerely,

Manda Jackson  
Executive Director



## FY '18 PRICING SHEET/RESOLUTION

- A. Student License Fee** ..... \$150 per student, unlimited courses  
**Student Course Fee** ..... \$85 per student for one course  
**\*Auto-graded Courses** ..... \$40 per student for per course
- This student license fee is good through May 31, 2018.
  - This license allows a student to enroll in unlimited courses. Some courses require an additional course fee.
  - The license is valid for 365 days from the date of enrollment.
  - Discounted Summer School License: 6/1/17 – 9/1/17 = \$85
  - The License fee includes the following:
    - Technology Professional Development
    - Ongoing Tech Support (24-hour response time)
    - Consultation for program administration, which include EMIS coding as well as district Treasurer's office support
    - Assist Special Education Coordinators with IEP questions
- B. Teacher Services**  
 \$210 - full credit course  
 \$105 - semester course

### Points of Clarification

1. The participating school district agrees to provide a local administrator as a “point-of-contact” between the participating school district and ACE Digital Academy for local coordination and administration. Participating students remain part of the ADM of the local school district.
2. Student License Fees are the financial responsibility of each participating school district. Each student needs one license which enables enrollment in an unlimited number of courses during a 365 day period. Some courses require an additional course fee.
3. Discounted Summer School License: 6/1/17 – 9/1/17 = \$85
4. Teacher services, per student, per course, are the financial responsibility of each participating school district. If you request an ACE Digital Academy teacher, you will be charged:
  - a. \$210 for a full year course
  - b. \$105 for a semester course

Please return to: ACE Digital Academy  
 PO Box 574 St. Clairsville, OH 43950  
 Fax (855) *Fax-4ACE* (329-4223)  
 Phone (855) *Aim-4ACE* (246-4223)





Resolution # \_\_\_\_\_ Approving Participation with ACE Digital Academy

Consider:

The Superintendent recommends the \_\_\_\_\_ Board of Education adopt a resolution approving, in collaboration with ACE Digital Academy, an internet-based educational delivery system designed for grades K-12, providing alternative educational options for credit deficiencies, alternative programs, students being schooled at home, summer school programs, etc.

Contract Period: 12 months – June 1, 2017 – May 31, 2018

Fee for Services: see Pg. 1

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_

Roll Call: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ Adopted: \_\_\_\_\_

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

\_\_\_\_\_  
Treasurer

### Terms

Contract Services: the following services are to be provided by ACE Digital Academy

- ♦ development and maintenance of the participating school district's database, including registration of students and faculty
- ♦ technology professional development
- ♦ technical support
- ♦ marketing consultation
- ♦ treasurer's office/EMIS support
- ♦ intervention support

**BUCKEYE LOCAL BOARD OF EDUCATION**

**August 14, 2017**

**A RESOLUTION**

**TO PARTICIPATE IN THE OHIO SCHOOLS COUNCIL**  
**COOPERATIVE PURCHASING PROGRAM**

**WHEREAS**, the Buckeye Board of Education is desirous of participating in certain areas of the cooperative purchasing programs of the Ohio Schools Council, a council of governments organization under the law of the State of Ohio; and

**WHEREAS**, the Buckeye Board of Education has reviewed the Agreement and Bylaws of the Ohio Schools Council and agrees to abide by them;

**NOW, THEREFORE, BE IT RESOLVED**, that the Buckeye Board of Education authorizes its Superintendent to initial the Agreement and Bylaws of the Ohio Schools Council and for its Treasurer to pay the annual fee.

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Jon Hall, President  
Board of Education  
Buckeye Local Schools

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Jamie Davis  
Treasurer  
Buckeye Local Schools