

Board of Education Meeting Minutes
December 11, 2017

The Board of Education met in regular session at 5:30 pm in the Washington Conference Room. President Pochard called the meeting to order. Present were Mr. Aldrich, Mrs. Dysinger, Dr. Siebenaler Wilson, Treasurer Mr. Barnhart, Assistant Superintendent Mr. Roth, and Superintendent Mr. Kurt.

Mrs. Robertson arrived at 5:33pm.

CELEBRATIONS

Mrs. Young along with some preschoolers welcomed the Board and led the Pledge of Allegiance and sang a few songs. Mr. Kurt thanked Mr. Pochard and Mrs. Dysinger for their dedicated service as Board members over the years and presented them each with a gift. Dr. Siebenaler Wilson, Mrs. Robertson and Mr. Aldrich also thanked Mr. Pochard and Mrs. Dysinger for their dedication to the district. Mrs. Dysinger celebrated FFE's performance at today's Rotary meeting. Mr. Pochard celebrated the incoming board members Matt Cooper and Susan Russel.

CORRESPONDENCE

Dr. Siebenaler Wilson shared information from Craig Perry about the Millstream Robotics team and their competition in Fargo, ND. Mr. Kurt shared a letter he received from the Japanese delegation that visited the district in October.

2017-012-001 Approval of Minutes

It was motioned by Mrs. Robertson, seconded by Dr. Siebenaler Wilson to approve the Regular Meeting minutes from November 6th and Special meeting November 28th 2017.

Roll call: Mrs. Robertson, aye; Dr. Siebenaler Wilson, aye; Mr. Aldrich, aye; Mrs. Dysinger, aye; Mr. Pochard, aye. President Pochard declared the motion carried.

2017-011-002 CONSENT ITEMS (A – Q)

It was motioned by Mrs. Dysinger, seconded by Mr. Aldrich to approve consent items A-Q.

CERTIFICATED PERSONNEL

A. Leave of Absence (will use paid sick, personal, and/or vacation time, if available)

Hannah Chamberlain (FHS, Math)
Effective: 11/18/17 - 12/29/17
Reason: FMLA

Kelly Wyant (Lincoln, Kindergarten)
Effective: 11/18/17 -1/12/18
Reason: FMLA

Amy Kuhlman (Whittier, Intervention Specialist)
Effective: 12/6/17-1/2/18
Reason: FMLA

B. Resignation

Kim Opp (Lead Instructional Coach, FDA) (7 years)
Reason: Other Employment Effective: October 12, 2017

C. Correction to August 21st Minutes

Jessica Frost, Middle School Power of the Pen Coach – Glenwood
From: \$1,201.30
To: \$400.42
Reason: Discontinuation of Program

D. Appointments

The superintendent recommends approval of the following appointments, at salaries in accordance with the adopted salary schedules; and contingent upon subsequent receipt by the Board of a report B.C.I. which is not inconsistent with the applicant's answers on the employment application:

1. District Representative for Special Education

The superintendent recommends approval of Angela Geiser to serve as the District Representative for Special Education meetings.

2. English Credit Recovery/Accelerate Curriculum Writing @ \$22.01 not to exceed 12 hrs (Acct #001-1100-432)

Catherine Keppers

3. Findlay Digital Academy Hourly Employee

The treasurer recommends the following employees who work for FDA but will be paid through FCS in 2017-2018 to be hired at an hourly wage of \$21.78:

Jennifer Guerrero Mark Johnson

4. 2017-18 Clinical Training for Nursing Students @ \$22.01/hour (001-1316-111-0055-072150-302)

Carol Treece

5. Supplemental Duty Assignments – Certificated Personnel for 2017-2018 School Year

Ursulla Jefferson Varsity/J.V. Cheerleading Coach (Basketball) - FHS @ \$1,792.71
Ursulla Jefferson Freshman Cheerleading Coach (Basketball) - FHS @ \$1,663.34

CLASSIFIED PERSONNEL

E. Leave of Absence (will use paid sick, personal, and/or vacation time, if available)

Amanda Deitrick - (FHS, Food Service)
Effective: 10/31/17 - 12/26/17
Reason: FMLA

Diana Moore (Donnell, Secretary)
Effective: 11/27/17 - 12/11/17
Reason: FMLA

Denine Cowden (Lincoln, Custodian)
Effective: 10/2/17 - 12-11-17
Reason: FMLA

Victoria Laub (Transportation, Bus Driver)
Effective: 11/16/17 - 12/29/17
Reason: FMLA

Mark Lauwers (Jacobs, Custodian)
Effective: 11/16/17 - 1/14/18
Reason: FMLA

F. Leave of Absence (unpaid)

Ashley Brauneller (Jacobs, Nurse)
Effective: 11/23/17 - 12/3/17
Reason: Personal

Holly Haws
Effective: 11/14/17 – 2/14/18
Reason: Personal

G. Resignation

Diana Lane (Food Service, High School) (1 month)
Reason: Personal Effective: November 13, 2017 (rec'd email and turned in keys but would not submit a signed letter)

Diana Moore (Secretary, Donnell) (11 years)
Reason: Personal Effective: January 15, 2018

Dustin Rader (Culinary Aide, Millstream) (6 years)
Reason: Other Employment Effective: November 30, 2017

H. FDA Staff Restructure Contract Corrections from June 12, 2017 Minutes

Wendy Farrow, Orientation and Testing Coordinator
From: \$30,000 (10-months to cover 2 weeks before school starts and 2 weeks after school ends)
To: \$32,000 annually (this amounts to \$20,800 to be paid for 26 weeks of service to cover 2 weeks before school starts and 2 weeks after school ends)
Eff: November 7, 2017 for the remainder of 2017-18 school year

Gregg Lang
From: Hourly Employee @ \$21.78 per hour
To: Lead Instructional Coach @ \$16,900 (40 weeks of service to cover 2 weeks before and 2 weeks after school)
Eff: November 7, 2017

I. Correction from November 6, 2017 Minutes

James Jolliff

From: Volunteer High School Wrestling Coach

To: J.V. Wrestling Coach 50% @ \$2,079.17

J. Reclassification

Angela Beckley

From: Donnell Noon Hour Monitor \$9.98/hour

To: Donnell Food Service Worker, Step 1 @ \$11.08/hour

Effective: December 11, 2017

K. Appointments

The superintendent recommends approval of the following appointments, at salaries in accordance with the adopted salary schedules, and contingent upon subsequent receipt by the Board of a report from B.C.I. which is not inconsistent with the applicant's answers on the employment application.

1. Food Service Office Aide

Megan Bowen (Food Service Office Aide, High School)

Salary: Step 1 @ \$13.44/hour

Effective: December 11, 2017

2. Food Service Utility Driver

Kimberly Hamilton (Food Service Utility Driver, High School)

Salary: Step 1 @ \$12.79/hour

Effective: November 13, 2017

3. FABSS Aide

Sarah Schumacher – FABSS Aide

Salary: Year 1, Step 2 @ \$8.63/hour

Effective: November 27, 2017

4. Building Intervention Grants @ \$10.32 per hour

Kathryn Wolford - Jefferson

5. Noon Hour Monitors @ \$9.98/hour

Tyrone Evans – Bigelow Hill

Sarah Schumacher – Wilson Vance

Vaughn Headley – Glenwood

Sharon Simko - Northview

6. Substitute and/or Per Diem Employees

Terri Armstrong ~ Substitute School Nurse @ \$19.23/hour

Mary Brown ~ Substitute School Nurse @ \$19.23/hour

Ashley Siravo – FABSS Substitute Aide, Step 2, Year 1 @ \$8.63/hour

Mary Young – Substitute Custodian @ \$11.25/hour

7. Supplemental Duty Assignments – Non-Certificated Personnel for 2017-2018 School Year

WHEREAS, in accordance with the provision of the Ohio Revised Code 3313.53, the duly appointed representatives of the Findlay Board of Education have offered the following extra-duty positions, listed below, to the certificated employees of the district and have advertised the positions to certificated personnel not employed by the district, and

WHEREAS, no qualified certificated individuals have been found for these positions,

NOW BE IT THEREFORE RESOLVED, that the Findlay Board of Education hereby deems it appropriate to employ non-certificated personnel for the specified positions for a period not to exceed one (1) year and that the compensation shall be according to the adopted salary schedule for said position(s):

Lance Baker	Assistant Wrestling Coach – FHS @ \$4,916.08
Cliff Browne	Assistant Hockey Coach - FHS (50%) @ \$2,448.80
Lisa Dick	Assistant Boys'/Girls' Swimming Coach - FHS (40%) @ \$968.43
Jordan Fenton	J.V. Wrestling Coach @ \$4,158.34
Steve Jolliff	J.V. Wrestling Coach (50%) @ \$2,079.17
Tom Kehres	Assistant Hockey Coach - FHS (50%) @ \$2,079.17
LeDaniel Mangas	Freshman Boys' Basketball Coach - FHS @ \$4,158.34
Joseph (Andy) Riley	7th Grade Boys' Basketball Coach - Donnell (50%) @ \$1,524.72
Tyler Riley	7th Grade Boys' Basketball Coach - Donnell (50%) @ \$1,524.72
Jodi Santos	Middle School Spirit Club Advisor - Donnell (7 months) @ \$848.10
Isaac Steinhour	Musical Light/Sound - High School @ \$1,090.41

8. Volunteer – 2017-2018 Classified Club Advisors/Helpers

Wade Arredondo – Volunteer High School Wrestling Coach
Joseph Laumeyer – Volunteer Speech and Debate Coach
Nicholas Schenkel – Volunteer Donnell 8th Grade Boys' Basketball Coach
Scott Shaul - Volunteer Band Van Driver
Justin Stutzman – Volunteer Donnell 8th Grade Girls' Basketball Coach

L. St. Michael Property Transfer

The treasurer recommends approval of authorization for the Superintendent and Treasurer to transfer 0.0624 acres at 701 Adams Street back to the Bishop of the Diocese of Toledo. This is a small piece of land at the former St. Michael School location where their state owned auxiliary service trailer used to sit.

M. Findlay City Schools Sponsor of Quality Community Schools Mission Goals Strategic Plan Policies and Processes Handbook 2017-2018

The superintendent recommends approval of the Findlay City Schools Sponsor of Quality Community Schools Mission Goals Strategic Plan Policies and Processes Handbook 2017-2018 as shown in EXHIBIT A.

N. North Central Ohio Education Service Center Contract

The superintendent recommends approval of the NCOESC Contract for Special Education Consultation & Supervision for FY 18 as shown in **EXHIBIT B**.

O. Acceptance of Gifts

GIFT: Casting machine in cabinet, burn out oven, investment vibrator, large polishing unit with air cleaner valued @ \$950.00
FROM: Barbara Hahn
TO: Findlay High School Art Department

GIFT: Conn Coronet and Vito clarinet combined value of \$800.00
FROM: Priscilla Shuler
TO: Findlay High School Music Department

GIFT: \$250.00
FROM: Members of the graduating class of 1964: JoLynn (Chamberlin) Karhoff, Miriam (Folk) Kinnison, Elaine (Ulrich) Willier, Terrie Loveridge, Mary (Schiltz) Rader, Kathryn (Kelly) Wheeler, Paulette (Baird) Wildman, Marcia (Hartman) O'keefe, James Snyder, Ann (White) Mayer, and Judy Mains.
TO: FHS Library for books in memory of Linda Mills Graham

GIFT: Whirlpool Stove valued at \$550.00
FROM: Whirlpool
TO: Washington Preschool

P. Monthly Treasurers Report

The treasurer recommends approval of the November Treasurers Report as shown in EXHIBIT C.

Q. Findlay GSA Constitution

The superintendent recommends approval of the GSA Constitution as shown in EXHIBIT D.

Roll call: Mrs. Dysinger, aye; Mr. Aldrich, aye; Mr. Pochard, aye; Mrs. Robertson, aye; Dr. Siebenaler Wilson, aye. Mr. President Pochard declared the motion carried.

ACTION ITEM

2017-012-003 New Textbooks

It was motioned by Dr. Siebenaler Wilson, seconded by Mrs. Robertson to approve of the following textbooks discussed at the November 6, 2017 BOE meeting.

- Teaching Professions Pilot Course Application
- Middle School MD Unit Science textbook

Roll call: Dr. Siebenaler Wilson, aye; Mrs. Robertson, aye; Mr. Aldrich, aye; Mrs. Dysinger, aye; Mr. Pochard, aye. President Pochard declared the motion carried.

2017-012-004 Presiding Officer to begin next month's Organizational Meeting

It was motioned by Mrs. Dysinger, seconded by Mr. Aldrich to select Mrs. Robertson to serve as the Presiding Officer at the Annual Organizational Meeting on January 8, 2018 until a board president is approved.

Roll call: Mrs. Dysinger, aye; Mr. Aldrich, aye; Mr. Pochard, aye; Mrs. Robertson, aye; Dr. Siebenaler Wilson, aye. President Pochard declared the motion carried.

2017-012-005 Auxiliary Gymnasium Repairs – Bid

It was motioned by Dr. Siebenaler Wilson, seconded by Mrs. Dysinger to accept the bid proposal for the FHS auxiliary gym work from Helms Construction in the amount of \$38,910.00 (\$38,010 Base plus \$900 Alternate #1).

Roll call: Dr. Siebenaler Wilson, aye; Mrs. Dysinger, aye; Mr. Aldrich, aye; Mr. Pochard, aye; Mrs. Robertson, aye. President Pochard declared the motion carried.

2017-012-006 Purchase of Boilers

It was motioned by Mr. Aldrich, seconded by Mrs. Robertson to purchase of 2 new boilers for Lincoln Elementary School.

Roll call: Mr. Aldrich, aye; Mrs. Robertson, aye; Mrs. Dysinger, aye; Mr. Pochard, aye; Dr. Siebenaler Wilson, aye. President Pochard declared the motion carried.

REPORTS TO THE BOARD

Mr. Kurt discussed the FDA Sponsor Rating recently received which was "Exemplary". This is the best rating and FCS is one of only three districts that received such a rating. Mr. Kurt also discussed Leader in Me (LIM).

BOARDS COMMENTS

Mrs. Dysinger reflected on her tenure as a Board member and the many events that took place while she was involved. Mr. Pochard spoke on his time as a Board member and thanked the staff for their amazing efforts and dedication and his family for supporting him.

2017-011-004 Adjournment

It was motioned by Dr. Siebenaler Wilson, seconded by Mrs. Robertson to adjourn the meeting at 6:13 pm.

Roll call: Dr. Siebenaler Wilson, aye; Mrs. Robertson, aye; Mr. Aldrich, aye; Mrs. Dysinger, aye; Mr. Pochard, aye. President Pochard declared the motion carried.

Treasurer

President

To be read and approved on Monday, January 8, 2018 at 6:00 PM in the Donnell Community Room.



EXHIBIT A

Findlay City Schools

Sponsoring of Quality Community Schools Handbook

Mission

Goals

Strategic Plan

Policies

Processes

2017-2018

This Strategic Plan with its policies and processes re-enforces the Sponsoring Mission and Goals of Findlay City Schools.

**Findlay City Schools
Community/Charter School Sponsor
Strategic Plan
2017-2018**

Findlay City Schools will adhere to the Principles for Quality Charter School Authorizers and **will maintain the Standards for Quality Charter School Authorizers as established by the National Association of Charter School Authorizers** and use these Principles and Standards as the backbone of its Strategic Plan for quality school sponsoring. (Note: the term Authorizer and Sponsor are interchangeable.)

Principles for Quality Charter School Authorizing

- Maintain High Standards
- Uphold School Autonomy
- Protect Student and Public Interests

Standards for Quality Charter School Authorizing

- Agency Commitment and Capacity
- Application Process and Decision Making
- Performance Contracting
- Ongoing Oversight and Evaluation
- Revocation and Renewal Decision Making

Principles of Quality Charter School Authorizing

Principle 1: Maintain High Standards

- Set high standards for approving charter school applications – at this time Findlay City Schools will only sponsor Findlay Digital Academy. Findlay City Schools is not accepting any new applications.
- Maintain high standards for schools it oversees. These high standards include evaluating the curriculum, personnel, and financial status of Findlay Digital Academy. They also include evaluating the health and safety standards. Additionally, student, staff and parent interests and well-being will be monitored.

- Oversee Findlay Digital Academy and establish that over time it meets the performance standards and targets on a range of measures and metrics set forth in the charter school/community school/sponsor contract.
- Close any school that fails to meet standards and targets set forth by Ohio Revised Code, Federal Law and by the sponsor contract.

Principle 2: Uphold School Autonomy

- Honors and preserves core autonomies crucial to school success, including:
 - a. Governing board independence from the authorizer
 - b. Personnel
 - c. School vision and culture
 - d. Instructional programming, design, use of time
 - e. Budgeting
- Assumes responsibility not for the success or failure of individual schools, but for holding schools accountable for their performance.
- Minimizes administrative and compliance burdens on schools
- Focuses on holding schools accountable for outcomes rather than process

Principle 3: Protect Student and Public Interests

- Makes the well-being and interests of students the fundamental value informing all the authorizer's actions and decisions.
- Holds Findlay Digital Academy accountable for fulfilling fundamental public education obligations to all students, which includes providing
 - a. Nonselective, nondiscriminatory access to all eligible students
 - b. Fair treatment in admissions and disciplinary actions for all students
 - c. Appropriate services for all students, including those with disabilities and English learners, in accordance with applicable law
- Ensures in its own work:
 - a. Ethical conduct
 - b. Focus on the mission of chartering high-quality schools
 - c. Clarity, consistency, and public transparency in authorizing policies, practices, and decisions
 - d. Effective and efficient public stewardship
 - e. Compliance with applicable laws and regulations
- Supports parents and students in being well-informed about the quality of education provided by Findlay Digital Academy and any other school that Findlay City Schools might sponsor in the future.

Findlay City Schools, as a sponsor, will oversee Findlay Digital Academy and working in partnership with Findlay Digital Academy will adhere to the Quality Practices as set forth in the Sponsor Quality Practices Rubric by the Ohio Department of Education. It

will do likewise in regard to the Compliance Component and Academic Component of the Sponsor Evaluation process.

Standards for Quality Charter School Authorizing

Agency Commitment and Capacity

A quality authorizer engages in chartering as a means to foster excellent schools and offer school choice that meet identified needs, clearly prioritizes a commitment to excellence in education in authorizing practices, and creates organizational structures and commits human and financial resources necessary to conduct its authorizing duties effectively and efficiently.

The Findlay community in 2004 set up a task force to address the number of students who were being expelled or were dropping out of school. This task force had members from the Juvenile Court, Findlay City Schools, the Family Resource Center, Camp Fire USA and other community organizations. This task force felt that school choice should be offered to these students to address their life issues. Findlay City Schools took the leadership and became the sponsor of the Findlay Digital Academy that offers an on-line, continuous progress model of quality education. In 2014, Findlay Digital Academy was named the Charter School of the Year by the Ohio Alliance of Public Charter Schools. In November 2017 Findlay City School was rated as an Exemplary Sponsor by the State of Ohio Office of Community Schools.

Standard	As a Quality Authorizer Findlay City Schools as a Sponsor will...
Planning and Commitment to Excellence Time Frame: March, May, September & December Site Visits	Support and advance the purposes of charter school law. Ensure that the authorizer’s governing board, leadership, and staff understand and are committed to the three Core Principles of authorizing. Define external relationships and lines of authority to protect its authorizing functions from conflicts of interest and political influence. Implement policies, processes, and practices that streamline and systematize its work toward stated goals, and execute its duties efficiently while minimizing administrative burdens on schools. Evaluate its work regularly against national standards for quality authorizing and recognized effective practices, and

	<p>develop and implement timely plans for improvement when it falls short.</p> <p>Advanced Standards</p> <p>State a clear mission for quality authorizing.</p> <p>Articulate and implements an intentional strategic vision and plan for chartering, including clear priorities, goals, and time frames for achievement.</p> <p>Evaluate its work regularly against its chartering mission and strategic plan goals, and implements plans for improvement when falling short of its mission and strategic plan.</p> <p>Provide an annual public report on the authorizer’s progress and performance in meeting its strategic plan goals.</p>
<p>Human Resources</p> <p>Time Frame:</p> <p>On-going</p>	<p>Enlist expertise and competent leadership for all areas essential to charter school oversight—including, but not limited to, education leadership; curriculum, instruction, and assessment; special education, English learners, and other diverse learning needs; performance management and accountability; law; finance; facilities; and nonprofit governance and management—through staff, contractual relationships, and/or intra- or inter-agency collaborations.</p> <p>Employ competent personnel at a staffing level appropriate and sufficient to carry out all authorizing responsibilities in accordance with national standards, and commensurate with the scale of the charter school portfolio.</p> <p>Provide for regular professional development for the Sponsor’s leadership and staff to achieve and maintain high standards of professional authorizing practice and to enable continual agency improvement. Provide professional development for School personnel.</p>

<p>Financial Resources</p> <p>Time Frame: Monthly</p>	<p>Determine the financial needs of the authorizing office and devote sufficient financial resources to fulfill its authorizing responsibilities in accordance with national standards and commensurate with the scale of the charter school portfolio.</p> <p>Structure its funding in a manner that avoids conflicts of interest, inducements, incentives, or disincentives that might compromise its judgment in charter approval and accountability decision making.</p> <p>Deploy funds effectively and efficiently with the public’s interests in mind.</p> <p>Oversee Findlay Digital Academy financial dealings on a monthly basis and insures that the school remains fiscally responsible and in line with Ohio Revised Code financial obligations.</p>
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Application Process and Decision Making

A quality authorizer implements a comprehensive application process that includes clear application questions and guidance; follows fair, transparent procedures and rigorous criteria; and grants charters only to applicants who demonstrate strong capacity to establish and operate a quality charter school.

<p>Standard</p>	<p>As a Quality Authorizer Findlay City Schools as a Sponsor will...</p>
<p>Proposal Information, Questions, and Guidance</p> <p>Time Frame:</p> <p>Information and timeline on the sponsor website.</p>	<p>Issue a charter application information packet or request for proposals (RFP) that:</p> <ul style="list-style-type: none"> - State any chartering priorities the authorizer may have established; - Articulate comprehensive application questions to elicit the information needed for rigorous evaluation of applicants’ plans and capacities; and - Provide clear guidance and requirements regarding application content and format, while explaining evaluation criteria. <p>Welcome proposals from first-time charter applicants as well as existing school operators/replicators, while appropriately</p>

	<p>distinguishing between the two kinds of developers in proposal requirements and evaluation criteria.</p> <p>Encourage expansion and replication of charter schools that demonstrate success and capacity for growth.</p> <p>Is open to considering diverse educational philosophies and approaches, and expresses a commitment to serve students with diverse needs.</p> <p>Note: At this time, Findlay City Schools is not interested in sponsoring additional charter schools, and will only sponsor the one school – Findlay Digital Academy.</p>
<p>Fair, Transparent, Quality-Focused Procedures</p> <p>Time Frame:</p> <p>Information and timeline on the sponsor website.</p>	<p>Implement a charter application process that is open, well publicized, and transparent, and is organized around clear, realistic timelines.</p> <p>Allow sufficient time for each stage of the application and pre-opening process to be carried out with quality and integrity.</p> <p>Explain how each stage of the application process is conducted and evaluated.</p> <p>Communicate chartering opportunities, processes, approval criteria, and decisions clearly to the public.</p> <p>Inform applicants of their rights and responsibilities and promptly notifies applicants of approval or denial, while explaining the factors that determined the decision.</p>
<p>Rigorous Approval Criteria</p> <p>Time Frame:</p> <p>Information and timeline on the sponsor website.</p>	<p>Require all applicants to present a clear and compelling mission, a quality educational program, a solid business plan, effective governance and management structures and systems, founding team members demonstrating diverse and necessary capabilities, and clear evidence of the applicant’s capacity to execute its plan successfully.</p> <p>Establish distinct requirements and criteria for applicants who are existing school operators or replicators.</p> <p>Establish distinct requirements and criteria for applicants proposing to contract with education service or management providers.</p>

	<p>Establish distinct requirements and criteria for applicants that propose to operate virtual or online charter schools.</p>
<p>Rigorous Decision Making</p> <p>Time Frame:</p> <p>Information and timeline on the sponsor website.</p>	<p>Grant charters only to applicants that have demonstrated competence and capacity to succeed in <i>all</i> aspects of the school, consistent with the stated approval criteria.</p> <p>Rigorously evaluates each application through thorough review of the written proposal, a substantive in-person interview with the applicant group, and other due diligence to examine the applicant’s experience and capacity, conducted by knowledgeable and competent evaluators.</p> <p>Engage, for both written application reviews and applicant interviews, highly competent teams of internal and external evaluators with relevant educational, organizational (governance and management), financial, and legal expertise, as well as thorough understanding of the essential principles of charter school autonomy and accountability.</p> <p>Provide orientation or training to application evaluators (including interviewers) to ensure consistent evaluation standards and practices, observance of essential protocols, and fair treatment of applicants.</p> <p>Ensure that the application-review process and decision making are free of conflicts of interest, and requires full disclosure of any potential or perceived conflicts of interest between reviewers or decision makers and applicants.</p>

Performance Contracting

A quality authorizer executes contracts with charter schools that articulate the rights and responsibilities of each party regarding school autonomy, funding, administration and oversight, outcomes, measures for evaluating success or failure, performance consequences, and other material terms. The contract is an essential document, separate from the charter application, that establishes the legally binding agreement and terms under which the school will operate and be held accountable.

<p>Standards</p>	<p>As a Quality Authorizer Findlay City Schools as a Sponsor will...</p>
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<p>Contract Term, Negotiation, and Execution</p> <p>Time Frame:</p> <p>Contract reviewed annually in December.</p>	<p>Execute a contract with a legally incorporated governing board independent of the authorizer.</p> <p>Grant charter contracts for a term of two/three years with periodic high-stakes review as spelled out in Ohio Revised Code and rules applied by the Ohio Department of Education.</p> <p>Define material terms of the contract.</p> <p>Ensure mutual understanding and acceptance of the terms of the contract by the schools' governing authority prior to authorization or charter granting by the authorizing board.</p> <p>Allow and requires contract amendments for occasional material changes to a school's plan or changes in law.</p>
<p>Rights and Responsibilities</p> <p>Time Frame:</p> <p>March, May, September & December Site Visits</p>	<p>State the rights and responsibilities of the school and the authorizer;</p> <p>State and respect the autonomies to which schools are entitled—based on statute, waiver, or authorizer policy—including those relating to the school's authority over educational programming, staffing, budgeting, and scheduling;</p> <p>Define performance standards, criteria, and conditions for renewal, intervention, revocation, and non-renewal, while establishing the consequences for meeting or not meeting standards or conditions;</p> <p>State the statutory, regulatory, and procedural terms and conditions for the school's operation;</p> <p>State reasonable pre-opening requirements or conditions for new schools to ensure that they meet all health, safety, and other legal requirements prior to opening and are prepared to open smoothly;</p> <p>Is in compliance with Ohio Revised Code</p> <p>State the responsibility and commitment of the school to adhere to essential public-education obligations, including admitting and serving all eligible students so long as space is available, and not expelling or counseling out students except pursuant to a legal discipline policy approved by the</p>

	<p>authorizer; and</p> <p>State the responsibilities of the school and the authorizer in the event of school closures.</p> <p>Ensure that any fee-based services that the authorizer provides are set forth in a services agreement that respects charter school autonomy and treats the charter school equitably compared to district schools, if applicable; and ensures that purchasing such services is explicitly not a condition of charter approval, continuation, or renewal.</p>
<p>Performance Standards</p> <p>Time Frame:</p> <p>Annual review of contract and school compliance in December.</p> <p>Monthly financial review.</p>	<p>Executes charter contracts that plainly:</p> <ul style="list-style-type: none"> • Establish the performance standards under which schools will be evaluated, using objective and verifiable measures of student achievement as the primary measure of school quality, in the case of Dropout Prevent and Recovery schools Graduation Rates will be the major verifiable measure • Define clear, measurable, and attainable academic, financial, and organizational performance standards and targets that the school must meet as a condition of renewal, including but not limited to state and federal measures • Include expectations for appropriate access, education, support services, and outcomes for students with disabilities • Define the sources of academic data that will form the evidence base for ongoing and renewal evaluation, including state-mandated and other standardized assessments, student academic growth measures, internal assessments, qualitative reviews, and performance comparisons with other public schools in the district and state • Define the sources of financial data that will form the evidence base for ongoing renewal and evaluation, grounded in professional standards for sound financial operations and sustainability • Define the sources of organizational data that will form the evidence base for ongoing renewal and evaluation, focusing on fulfillment of legal obligations, fiduciary duties, and sound public stewardship

	<ul style="list-style-type: none"> • Include clear, measurable performance standards to judge the effectiveness of alternative schools, if applicable – requiring and appropriately weighting rigorous mission-specific performance measures and metrics that credibly demonstrate each school’s success in fulfilling its mission and serving its special population.
<p>Provisions for Education Service or Management Contract (if applicable)</p>	<p>For any school that contracts with an external (third-party) provider for education design and operation or management, includes additional contractual provisions that ensure rigorous, independent contract oversight by the charter governing board and the school’s financial independence from the external provider.</p> <p>Reviews the proposed third-party contract as a condition of charter approval to ensure that it is consistent with applicable law, authorizer policy, and the public interest.</p>

Ongoing Oversight, Process and Evaluation

A quality authorizer conducts contract oversight that competently evaluates performance and monitors compliance; ensures schools’ legally entitled autonomy; protects student rights; informs intervention, revocation, and renewal decisions; and provides annual public reports on school performance.

<p>Standard</p>	<p>As a Quality Authorizer Findlay City Schools as a Sponsor will...</p>
<p>Performance Evaluation and Compliance Monitoring</p>	<p>Implement a comprehensive performance accountability and compliance monitoring system that is defined by the charter contract and provides the information necessary to make rigorous and standards-based renewal, revocation, and intervention decisions.</p> <p>Define and communicates to schools the process, methods, and timing of gathering and reporting school performance and compliance data.</p> <p>Implement an accountability system that effectively streamlines federal, state, and local performance expectations</p>

<p>Time Frame: March, May, September & December Site Visits</p> <p>Unannounced Walk-Throughs of the school throughout the school year.</p> <p>Attendance at bimonthly Governing Authority Board meetings.</p>	<p>and compliance requirements while protecting schools’ legally entitled autonomy and minimizing schools’ administrative and reporting burdens.</p> <p>Provide clear technical guidance to schools as needed to ensure timely compliance with applicable rules and regulations.</p> <p>Visit each school as appropriate and necessary for collecting data that cannot be obtained otherwise and in accordance with the contract, while ensuring that the frequency, purposes, and methods of such visits respect school autonomy and avoid operational interference.</p> <p>Evaluate each school annually on its performance and progress toward meeting the standards and targets stated in the charter contract, including essential compliance requirements, and clearly communicate evaluation results to the school’s governing board and leadership.</p> <p>Require and review annual financial audits of schools, conducted by a qualified independent auditor.</p> <p>Communicate regularly with schools as needed, including both the school leaders and governing boards, and provides timely notice of contract violations or performance deficiencies.</p> <p>Provide an annual written report to each school, summarizing its performance and compliance to date and identifying areas of strength and areas needing improvement.</p> <p>Articulate and enforce stated consequences for failing to meet performance expectations or compliance requirements.</p>
<p>Respecting School Autonomy</p> <p>Time Frame:</p>	<p>Respect the school’s authority over its day-to-day operations.</p> <p>Collect information from the school in a manner that minimizes administrative burdens on the school, while ensuring that performance and compliance information is collected with sufficient detail and timeliness to protect student and public interests.</p> <p>Periodically review compliance requirements and evaluates</p>

<p>March, May, September & December Site Visits</p>	<p>the potential to increase school autonomy based on flexibility in the law, streamlining requirements, demonstrated school performance, or other considerations.</p> <p>Refrain from directing or participating in educational decisions or choices that are appropriately within a school’s purview under the charter law or contract.</p>
<p>Protecting Student Rights</p> <p>Time Frame:</p> <p>March, May, September & December Site Visits</p> <p>Monthly enrollment and financial review.</p>	<p>Ensure that schools admit students through a random selection process that is open to all students, is publicly verifiable, and does not establish undue barriers to application (such as mandatory information meetings, mandated volunteer service, or parent contracts) that exclude students based on socioeconomic, family, or language background, prior academic performance, special education status, or parental involvement.</p> <p>Ensure that schools provide access and services to students with disabilities as required by applicable federal and state law, including compliance with student individualized education programs and Section 504 plans, facilities access, and educational opportunities</p> <p>Ensure clarity in the roles and responsibilities of all parties involved in serving students with disabilities</p> <p>Ensure that schools provide access to and appropriately serve other special populations of students, including English learners, homeless students, and gifted students, as required by federal and state law</p> <p>Ensure that schools’ student discipline policies and actions are legal and fair, and that no student is expelled or counseled out of a school outside of that process</p>
<p>Intervention</p>	<p>Establish and makes known to schools at the outset an intervention policy that states the general conditions that may trigger intervention and the types of actions and consequences that may ensue.</p> <p>Give schools clear, adequate, evidence-based, and timely notice</p>

<p>Time Frame: Procedure in place and will be implemented as needed.</p>	<p>of contract violations or performance deficiencies.</p> <p>Allow schools reasonable time and opportunity for remediation in non-emergency situations.</p> <p>Where intervention is needed, engages in intervention strategies that clearly preserve school autonomy and responsibility (identifying what the school must remedy without prescribing solutions).</p>
<p>Public Reporting Annual Report posted on website.</p>	<p>Produce an annual public report that provides clear, accurate performance data for the charter schools it oversees, reporting on individual school and overall portfolio performance according to the framework set forth in the charter contract.</p>

Revocation and Renewal Decisions Making

A quality authorizer designs and implements a transparent and rigorous process that uses comprehensive academic, financial, and operational performance data to make merit-based renewal decisions, and revokes charters when necessary to protect student and public interests.

<p>Standard</p>	<p>As a Quality Authorizer Findlay City Schools as a Sponsor will...</p>
<p>Revocation Time Frame: Procedure in place and will be implemented as needed.</p>	<p>Revoke a charter during the charter term if there is clear evidence of extreme underperformance or violation of law or the public trust that imperils students or public funds.</p>
<p>Renewal Decisions Based on Merit and Inclusive Evidence</p>	<p>Base the renewal process and renewal decisions on thorough analyses of a comprehensive body of objective evidence defined by the performance framework in the charter contract.</p> <p>Grant renewal only to schools that have achieved the</p>

<p>Time Frame: Procedure in place and will be implemented as needed.</p>	<p>standards and targets stated in the charter contract, are organizationally and fiscally viable, and have been faithful to the terms of the contract and applicable law.</p> <p>Do not make renewal decisions, including granting probationary or short-term renewals, on the basis of political or community pressure or solely on promises of future improvement.</p>
<p>Cumulative Report and Renewal Application</p>	<p>Provide to each school, in advance of the renewal decision, a cumulative performance report that:</p> <ul style="list-style-type: none"> - Summarizes the school’s performance record over the charter term, and - States the authorizer’s summative findings concerning the school’s performance and its prospects for renewal. <p>Require any school seeking renewal to apply for it through a renewal application, which provides the school a meaningful opportunity and reasonable time to respond to the cumulative report; to correct the record, if needed; and to present additional evidence regarding its performance.</p>
<p>Fair Transparent Process</p> <p>Time Frame: Procedure in place and will be implemented as needed.</p>	<p>Clearly communicate to schools the criteria for charter revocation, renewal, and non-renewal decisions that are consistent with the charter contract.</p> <p>Promptly notify each school of its renewal (or, if applicable, revocation) decision, including written explanation of the reasons for the decision.</p> <p>Promptly communicate renewal or revocation decisions to the school community and public within a time frame that allows parents and students to exercise choices for the coming school year.</p> <p>Explain in writing any available rights of legal or administrative appeal through which a school may challenge the authorizer’s decision.</p> <p>Regularly update and publishes the process for renewal</p>

	<p>decision making, including guidance regarding required content and format for renewal applications.</p>
<p>Closure Time Frame: Procedure in place and will be implemented as needed.</p>	<p>In the event of a school closure, oversee and work with the school governing board and leadership in carrying out a detailed closure protocol that ensures timely notification to parents; orderly transition of students and student records to new schools; and disposition of school funds, property, and assets in accordance with law.</p>

Reference: National Association of Charter School Authorizers
<http://qualitycharters.org/>

Appendices

The Appendices on the following pages support the day-to-day operation of the Findlay City Schools 2016-17 Sponsoring Strategic Plan. The Appendices are as follows:

Appendix 1 Sponsor Strategic Plan – Improvement Process

Appendix 2 Sponsor Strategic Plan – Conflict of Interest Policy/Procedure

Appendix 3 Sponsor Strategic Plan – Academic Performance Monitoring Process

Appendix 4 Sponsor Strategic Plan – Intervention Process

Appendix 5 Sponsor Strategic Plan – Sponsoring Philosophy/Policy on Non-Renewals and/or Termination of an Ohio Community School

Appendix 6 Sponsor Strategic Plan – Technical Assistance Guidance/Process

Appendix 7 Sponsor Strategic Plan – Legal and Policy Updates Process

Appendix 8 Sponsor Strategic Plan – Enrollment & Financial Reviews Process

Appendix 9 Sponsor Strategic Plan – Sponsored School Professional Development Procedure

Appendix 10 Sponsor Strategic Plan – Sponsor Role Professional Development Procedure

Appendix 11 Sponsor Strategic Plan - Findlay City Schools on Sponsoring, Community School Management and Operations

Appendix 12 Sponsor Strategic Plan - Policy and Process Monthly Financial Review

Appendix 1
Sponsor Strategic Plan

Improvement Process

As a Sponsor, Findlay City Schools, will have a Sponsoring Improvement Plan in place and will evaluate progress being made toward meeting improvement goals and actions steps at least twice a year.

The Sponsor Goals will be discussed and reviewed at the Sponsor Oversight Committee meetings at least annually.

Using data from multiple sources (website, audits, sponsoring documents) the Sponsor Oversight Committee will conduct a self-evaluation of its rating as a sponsor. The committee will use the Findlay City Schools Community School Sponsor Self-Evaluation form based on the National Association of Charter School Authorizers Index of Essential Practices as its primary evaluation tool. The committee will also analyze progress made during the year on the Sponsor Improvement Plan.

Self-Evaluation will occur annually in April.

Appendix 2
Sponsor Strategic Plan

Conflict of Interest Policy/Procedure

Should a Conflict of Interest occur between the Sponsor and the School, the following steps will be taken to resolve the conflict:

1. When a conflict is identified, the Sponsor Superintendent and School Superintendent will have an informal meeting to discuss the conflict and verbally reach agreement as to how to resolve the conflict.
2. If the verbal resolution does not prove to be adequate in resolving the issue, the School Superintendent will meet with the Sponsor Oversight Committee and an action plan to resolve the conflict will be written and mutually agreed upon.
3. If the written action plan proves not to resolve the issue, then the section in the Sponsor Contract Resolution of Disputes Between School and the Sponsor will be followed.
- 4.

Should a Conflict of Interest occur between a School and an External party, the following steps will be followed:

1. When a conflict is identified, the Sponsor Superintendent will have an informal meeting with the conflicted party to discuss the conflict and to verbally reach an agreement as to how to resolve the conflict.
2. If the verbal resolution does not prove to be adequate in resolving the issue, the School Superintendent will meet with the Sponsor Oversight Committee and an action plan to resolve the conflict will be written and mutually agreed upon with the conflicted party.
3. If the action plan is not followed or does not solve the problem, then litigation will be sought to resolve the issue.

The Sponsor Board of Education, the School Governing Authority, and the Sponsor Oversight Committee will annually sign Disclosure Forms.

Appendix 3
Sponsor Strategic Plan

Academic Performance Monitoring Process

The Sponsor will use the following to monitor the academic performance of the School:

- Fall submission by the school of the School's Annual Report which includes the most recent report card for the school to the Sponsor Board of Education
- Adherence to the Legal Compliance Plan and Schedule & Protocols
- Quarterly announced formal Site Visits to the School using appropriate forms
- At least two informal impromptu Site Visits to the School
- Follow up letter to the School from the Sponsor of the formal and informal Site Visits that point out strengths/weaknesses
- Annual submission by the School to the Sponsor the Sponsor Contract High Stakes Review form
- Sponsor Representative attendance at School Governing Authority Board meetings at least three times a year
- Quarterly collection of Climate Data from the School
- Annual discussion at Sponsor Oversight Committee meeting of the School's academic performance and any necessary steps that might be needed
- Report sent to School Governing Authority annually in regard to the School's performance in the areas of academics, finances, legal and governance

Appendix 4 Sponsor Strategic Plan

Intervention Process

Any negative issues/situations in regard to student safety/health, academic decline, financial difficulties, or improper governance will trigger Sponsor intervention in regard to the operation of the School.

The Sponsor Contract, Sponsor Strategic Plan and Legal Compliance Plan and Schedule & Protocols have been put in place to help guide the School to be in compliance with all local, state and federal policies/law/regulations.

If any major issues with student health/safety, academic decline, financial decline, or improper governance occur the Sponsor will immediately step in and take steps to rectify the issue.

If minor issues occur in student safety/health, academic decline, financial decline or governance, then the following steps will take place:

- The Sponsor Superintendent and School Superintendent will meet and verbally agree how to address the current Sponsor concern. A time frame will be agreed upon as to when the issue will be corrected.
- If the issue is not corrected in the agreed upon time, then a formal written Corrective Action Plan will be developed.
- If the Corrective Action Plan is not followed and appropriate targets achieved, then the Sponsor will follow the steps in Exhibit 8 Closing Process in the Sponsor Contract.

Appendix 5
Sponsor Strategic Plan

Sponsoring Philosophy/Policy on Non-Renewals and/or Termination of an Ohio
Community School

Termination of a Community School results in a permanent closure of a community school and a sponsor should take the loss of investment of public funds seriously and in balance with the loss of funds that may occur if the school is ultimately failing.

The District believes that termination of a contract with a community school should be in accordance with the statutorily allowable reasons of financial insecurity, educational performance deficiencies, health or safety reasons, breach of the community school contract or other good cause. The Sponsor looks also to the service that the school provides to students, the community interests, and the performance of the surrounding schools from the students' home districts, and the safety and progress of the students.

In an effort to maintain high quality among public schools, the Sponsor sets its procedures for non-renewal to be stringent, both assessing the three previous years of performance of a community school, and deciding whether the community school is in substantial compliance with its community school contract.

If a school applies to transfer to the Sponsor from another sponsor, the District will not take that school if (a) the previous sponsor non-renewed the school for educational or financial reasons, or (b) the school was non-renewed for other reasons that Findlay City Schools does not feel it cannot improve significantly through its own resources, technical assistance or expertise.

Although the District may take application for new schools, the general plan for the District is not to take on additional schools to sponsor unless it sees a dire need in the region that it feels will be fulfilled by a mission-based community school that can serve students in a manner that is unique, and which increases the opportunities for those students not otherwise being addressed.

In the event, that a school contract is terminated the Closing Procedures (Exhibit 8) outlined in the Sponsor Contract.

Appendix 6
Sponsor Strategic Plan

Technical Assistance Guidance/Process

The Sponsor (Findlay City Schools) has an established process for determining the needs of its School and it conducts a needs assessment annually to determine what type of technical assistance the School needs.

The scope of technical assistance provided by the Sponsor to its sponsored community school, Findlay Digital Academy, covers all aspects of the School's programs. As the Sponsor, we make significant resources available relating to instruction, transportation, facilities, fiscal matters, legal compliance, and other areas relevant to the School's operations. In our capacity as a local school district, we regularly encounter significant curriculum, technology, human resources, and/or other legal compliance issues. Information we learn through our own operations benefits the School. Further, our affiliation with other governmental entities, including but not limited to Educational Service Centers, provides additional resources to address the School's needs as they arise.

The Sponsor administrators work directly with School staff regularly as needed. Given the close proximity of the facilities, the Sponsor regularly handles such issues in a one-on-one, as needed basis, and we have made it clear that School staff can contact us in person, by cell phone, or by email at any time.

The Sponsor holds regular meetings with the School to determine whether the School needs additional assistance. The Sponsor sends a representative to attend every School board meeting, and we include a report on the School in our own District board meetings sometimes as a formal agenda item and other times as an informal comment.

Some examples of technical assistance are as follows:

- Provide guidance regarding the handling of standardized test administration during the OGT and AIR assessments.
- Confer with School staff regarding FTE requirements based on the new requirements.
- Assist the School in preparing its application to providing career-technical education programming. School leadership attends all of the Millstream Career Tech Directors meetings.
- Provide contacts within the community to assist with School programs.
- Provide guidance related to public records requests.
- Assist with the Sheriff's Office to secure services.
- Provide guidance regarding new career advising and College Credit Plus requirements.
- Share space and resources in an efficient manner when needed
- Perform all site visits to ensure compliance with laws and the School's contract with the District.
- Respond to the School's needs for additional assistance as requested.

Appendix 7 Sponsor Strategic Plan

Legal and Policy Updates Process

The Sponsor, Findlay City Schools, provides the School, Findlay Digital Academy, timely updates and information in regard to changes in law and policy. The Sponsor also provides at the minimum annual training to assist the School in understanding changes to rule and law that impact community school operation.

Legal Update Process

- The Sponsor routinely shares emails in regard to changes in law and/or legal seminars/conferences/training
- The Sponsor assists the School administration/staff in attending legal workshops/conferences/training
- The Sponsor has a School administrator attend the monthly Secondary Principals' Meetings where legal updates are routinely shared
- The Sponsor has a School administrator attend the Sponsor Ad Team meetings where law and policy updates are discussed
- The Sponsor invites the School personnel to attend any legal training offered to the Sponsor's staff
- The Sponsor Superintendent attends the Governing Authority Board meetings and updates the School in regard to changes in law or need to change policy
- The Sponsor along with School personnel at the Sponsor's invitation attend Ohio Department of Education meetings where community school law/compliance/issues are discussed
- The Sponsor encourages the School to contract with a law firm specializing in community school law to keep updated on needed policy changes

Legal Training Process

- The Sponsor trains the Governing Authority members and School Superintendent at the Governing Authority Board meetings as to the changes in law and policy – the Sponsor is a standing board agenda item
- The Sponsor monitors Governing Authority mandated annual training
- The Sponsor routinely shares emails in regard to changes in law and/or legal seminars/conferences/training
- The Sponsor assists the School administration/staff in attending legal workshops/conferences/training

Appendix 8
Sponsor Strategic Plan

Enrollment & Financial Reviews Process

The Sponsor has a process in place with the School to conduct monthly enrollment and financial reviews. That process is as follows:

- The beginning of each month the School Treasurer sends the Sponsor Treasurer a copy of the Findlay Digital Academy Bank Reconciliation, bank checking account statement, and statements from investments
- The Sponsor Treasurer reviews the items sent by the School Treasurer
- The Sponsor Treasurer fills out an Analysis of Financial Statements Worksheet and reviews that data
- The Sponsor Treasurer then responds to the School Treasurer and if he has any questions or comments, makes them at that time
- The School submits the Five Year Forecast to the Sponsor and the Ohio Department of Education at the appropriate time
- The Sponsor is notified every time a student enrolls in the School
- The Sponsor EMIS Coordinator works with the School EMIS Coordinator to ensure that enrollment numbers are accurate
- The Sponsor Superintendent and Governing Authority Board members are update as to the financial health of the School and enrollment numbers at every Governing Authority Board meeting.

Appendix 9 Sponsor Strategic Plan

Sponsored School Professional Development Procedure

Annual Overview of Professional Development Opportunities

Each year, the Sponsor District (Findlay City Schools) shall provide the Sponsored School, Findlay Digital Academy with a list/brochure/emails of professional development opportunities. This list/brochure/emails are intended as an overview of professional development opportunities that will guide the Sponsored School, Findlay Digital Academy, in self-identifying professional development opportunities. Findlay Digital Academy staff is included in all professional development surveys offered to Sponsor School staff. There is **a minimum of three professional development opportunities offered to Findlay Digital Academy by Findlay City Schools annually.**

Professional Development Opportunities Specific to Community Schools

Each year, the Sponsor District will share all at least **one professional development opportunity to the Sponsored School that is specific to community schools.** Such opportunities can include, but are not limited to, state community school conferences, national community school conferences, or other affinity community school group conferences.

Mandatory Training

The Sponsor District provides the Sponsored School staff with mandatory training such as but not limited to Bloodborne Pathogen Exposure Prevention, Child Abuse, Health Emergencies.

Targeted Professional Development

Each year, the Sponsor District will obtain information about the Sponsored School needs. Information will be obtained based on a Needs Assessment. In a Needs Assessment, the District can ask the Sponsored School questions regarding areas of development that are needed. Findlay Digital Academy staff is included in all professional development surveys offered to Sponsor School staff.

Based on this needs assessment, the Sponsor District shall share or offer specific professional development opportunities to the Sponsored School and also include the Sponsored School staff opportunity to participate in all professional development offered by the Sponsor District.

Potential Sources of Professional Development

The District has identified the following as potential sources of professional development opportunities.

1. Local professional development offered by the Sponsor District.
2. National Alliance for Public Charter Schools (“NAPCS”). NAPCS is a non-profit organization that supports the community school movement. NAPCS hosts an annual, national conference. NAPCS’ website may be accessed at: <http://www.publiccharters.org/>.
3. National Charter Schools Institute (“NCSI”). NCSI is an organization that provides services and other resources for charter schools. NCSI’s website may be accessed at: <https://nationalcharterschools.org/category/presentations/>.
4. National Charter Schools Resource Center (“NCSRC”). NCSRC is an organization that supports charter school development. NCSRC provides webinars and hosts conferences across the country. The NCSRC’s website may be accessed at: <https://www.charterschoolcenter.org/events>.
5. National Center for Special Education in Charter Schools (“NCSECS”). NCSECS has an organization dedicated to providing support for special education in community schools. NCSECS’ website may be accessed at: <http://www.ncsecs.org/>
6. Ohio Attorney General (“OAG”). The OAG offers Sunshine law training. The OAG’s website may be accessed at: <https://sunshinelaw.ohioattorneygeneral.gov/>.
7. Ohio Department of Education (“ODE”). The Ohio Department of Education offers professional development seminars and meetings on a regular basis. ODE has archived a number of its past presentations related to community schools. Presentations provided by ODE may be accessed at: <http://education.ohio.gov/Topics/Community-Schools/Guidance-Documents-Webinars-and-Presentations>.

Appendix 10
Sponsor Strategic Plan

Sponsor Role Professional Development Procedure

Annual Overview of Professional Development Opportunities

Each year, the Sponsor District (Findlay City Schools) shall provide the Sponsor Oversight/Leadership Team, with a list/brochure/emails of professional development opportunities **related to sponsoring**. This list/brochure/emails are intended as an overview of professional development opportunities that will guide the Sponsored School, in helping the community school it sponsors (Findlay Digital Academy).

Professional Development Opportunities Specific to Community Schools Sponsoring

Each year, the Sponsor District will have at **least three members of the Sponsor Oversight/Leadership Team attend one professional development opportunity specific to community schools**. Such opportunities can include, but are not limited to, state community school conferences, national community school conferences, or other affinity community school group conferences.

Targeted Professional Development

Each year, the Sponsor District will obtain information about the Sponsor Oversight/Leadership Team professional development needs specific to community school sponsoring . Information will be obtained based on a Needs Assessment. In a Needs Assessment, the District can ask the Sponsor team questions regarding areas of development that are needed.

Based on this needs assessment, the Sponsor District shall offer specific professional development opportunities to the Sponsor Oversight/Leadership Team.

Potential Sources of Professional Development

The District has identified the following as potential sources of professional development opportunities.

1. Local professional development offered by the Sponsor District personnel.
2. National Alliance for Public Charter Schools (“NAPCS”). NAPCS is a non-profit organization that supports the community school movement. NAPCS hosts an annual, national conference. NAPCS’ website may be accessed at: <http://www.publiccharters.org/>.

3. National Charter Schools Institute (“NCSI”). NCSI is an organization that provides services and other resources for charter schools. NCSI’s website may be accessed at: <https://nationalcharterschools.org/category/presentations/>.
4. National Charter Schools Resource Center (“NCSRC”). NCSRC is an organization that supports charter school development. NCSRC provides webinars and hosts conferences across the country. The NCSRC’s website may be accessed at: <https://www.charterschoolcenter.org/events>.
5. National Center for Special Education in Charter Schools (“NCSECS”). NCSECS has an organization dedicated to providing support for special education in community schools. NCSECS’ website may be accessed at: <http://www.ncsecs.org/>
6. Ohio Attorney General (“OAG”). The OAG offers Sunshine law training. The OAG’s website may be accessed at: <https://sunshinelaw.ohioattorneygeneral.gov/>.
7. Ohio Department of Education (“ODE”). The Ohio Department of Education offers professional development seminars and meetings on a regular basis. ODE has archived a number of its past presentations related to community schools. Presentations provided by ODE may be accessed at: <http://education.ohio.gov/Topics/Community-Schools/Guidance-Documents-Webinars-and-Presentations>.

Appendix 11

Findlay City Schools Policy on

Sponsoring, Community School Management and Operations

Pursuant to Ohio law, and pursuant to the contract for community school sponsorship between the Findlay City Schools and the Ohio Department of Education as a Sponsor of community schools in Ohio, is responsible for:

- monitoring and evaluating the compliance of Findlay City Schools-sponsored schools with all laws and rules applicable to the school;
- monitoring and evaluating the academic and fiscal performance and the organization and operation of the school;
- monitoring and evaluating the contractual commitments that the schools have made with the Findlay City Schools, and;
- providing technical assistance to Findlay City Schools-sponsored schools in complying with all laws and rules applicable to community schools.

Findlay City Schools will appoint a Sponsoring Oversight Committee to perform the responsibilities pursuant to the contract for community school sponsorship between the Findlay City Schools and the Ohio Department of Education as a Sponsor of community schools in Ohio. The Sponsoring Oversight Committee will meet at least eight times annually.

Findlay City Schools Sponsoring Mission Statement, Sponsoring Goals and Sponsoring Strategic Plan which is based upon the Standards for Quality Charter School Authorizers as established by the National Association of Charter School Authorizers will guide Findlay City Schools in oversight, assuring quality, evaluation and providing support to the community schools it sponsors. The Findlay City Schools Mission Statement, Sponsoring goals and Sponsoring Strategic Plan will be reviewed and updated annually during the first semester of the school year to assure continued sponsoring excellence.

The Findlay City Schools does not conduct functions associated with the day-to-day management or operations of its sponsored schools. Findlay City Schools encourages the Governing Authorities of schools that it sponsors to engage competent, experienced persons and/or organizations to handle such functions. Whether such persons or organizations are employees of the school, an Education Management Organization, or other school management organizations, any decision to employ or contract with such persons or organizations is the exclusively responsibility of the school's Governing Authority or a school leader responsible to that Governing Authority. Findlay City Schools is prepared to describe options and make recommendations upon request but it never requires, expects, or encourages a Findlay City Schools- sponsored school to employ any particular person or to engage the services of any particular school management organization or firm.

Appendix 12
Monthly Financial & Enrollment Reviews
Policy and Process

Under R.C. 3314.023, the treasurer or representative of the community school sponsor will meet monthly with the governing authority treasurer of the school to review financial and enrollment records. A monthly face-to-face meeting by the treasurers will be held within the following month. For example, August reports will be reviewed in September. Upon receipt of these financial records, the Findlay City School treasurer or representative will conduct a review of the school's financial and enrollment records.

The school's treasurer will submit the following documents monthly to the sponsor treasurer:

- Bank Reconciliation
- Financial Report by Fund
- Checking Register Statement
- Summary Check Register

Also under the community school contract, the school Governing Authority and the school shall timely comply with all reasonable requests of the Sponsor, and allow the Sponsor to monitor the School operations.

The school's treasurer will be notified if a deadline is not met and/or if the reports submitted do not contain all of the data required and will be given the opportunity to submit the required data.

Once all documents are submitted to the sponsor's treasurer, s/he will submit a written analysis of the financial and enrollment data and arrange a face-to-face meeting with the school's treasurer to discuss the documents along with any necessary proactive recommendations for improvement.

In the event of an extended absence by either treasurer, that treasurer's respective Board will designate someone to fulfill the responsibility of the monthly review.



CONTRACT FOR:
FINDLAY CITY SCHOOL
SPECIAL EDUCATION CONSULTATION &
SUPERVISION
FY18

Philosophy The North Central Ohio Educational Service Center (NCOESC), 928 W. Market St., Suite A, Tiffin, OH 44883, will serve as the fiscal agent and/or employing agency for Special Education Consultation and Supervisor Services for Findlay City Schools, 227 S. West St., Findlay, OH 44840 for services to be delivered and entering into an agreement for said services

Basis for Assessing Costs For these services the participating district agrees to pay costs of all services at the rate of \$74.43 per hour, not to exceed twenty (20) hours per week, plus mileage at the federal IRS rate. Monthly invoices will be issued and submitted to the district along with a detail of the cost calculation.

Costs resulting from any claim filed for unemployment by the individual employed to fulfill this contract will be billed back to Findlay City School on a pro-rated basis.

Agreement to Participate The terms of this agreement shall remain in effect for the time period noted herein; November 16, 2017 – July 31, 2018 unless amended by written, mutual consent of the parties signed thereto.

North Central Ohio E.S.C.
Sponsoring District

Superintendent
11/17/17
Date

Findlay City School
Cooperating District

Superintendent

Date

FINDLAY CITY SCHOOLS TREASURER'S REPORT OCTOBER 2017

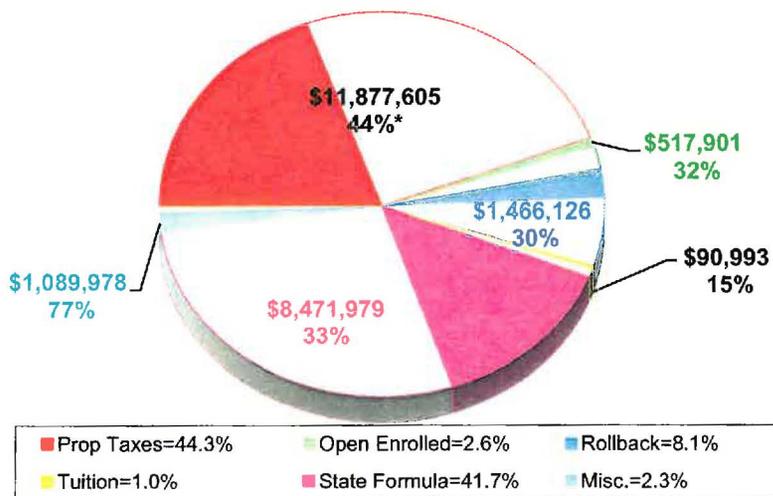
FUND	June 30, 2017	JUL-OCT	YTD % OF	JUL-OCT	YTD % OF	October 31, 2017	OUTSTANDING	UNENCUMBERED	UNENCUMBERED	UNENCUMBERED
	CASH BALANCE	RECEIPTS	BUDGET	EXPENSES	BUDGET	CASH BALANCE	ENCUMBRANCES	BAL. Oct. 31, 2017	Bal. Oct. 31, 2016	Bal. Oct. 31, 2015
GENERAL	\$ 11,666,476	\$ 23,514,582	41.2%	\$ 20,551,534	30.8%	\$ 14,629,524	\$ 4,002,565	\$ 10,626,959 +	\$ 11,592,032	\$ 13,445,657
27-YEAR 2010 BOND DEBT	976,103	1,593,269	38.7%	-	0.0%	2,569,372	-	2,569,372	2,408,859	2,355,811
PERMANENT IMPRVMT	2,551,692	930,529	40.9%	1,176,626	36.1%	2,305,596	173,752	2,131,844	908,857	133,836
2010 BOND PROCEEDS	624,649	4,166	41.7%	121	0.0%	628,694	-	628,694	620,477	(236,871)
FOOD SERVICE	362,550	310,604	15.5%	442,439	20.9%	230,715	607,795	(377,080)	(406,651)	(375,889)
ENDOWMENTS & TRUSTS	1,009,803	6,765	1.6%	110,490	18.2%	906,078	30,024	876,054	614,648	556,859
OSFC BLDG PROJECT	-	-	0.0%	-	0.0%	-	-	-	-	2,940,663
NEW BLDG MAINTENANCE	1,887,968	-	0.0%	262,759	29.5%	1,625,209	175,936	1,449,273	1,500,293	1,877,218
MILLSTREAM	426,567	418,812	52.0%	232,948	23.3%	612,431	117,653	494,778	548,755	390,838
PUBLIC SUPPORT	134,708	80,867	53.9%	56,681	30.3%	158,895	40,644	118,250	125,978	126,349
FABSS	150,991	40,987	24.1%	58,041	28.3%	133,937	2,687	131,250	135,571	120,155
HEALTH INSURANCE	1,280,730	2,773,943	34.7%	3,176,194	36.7%	878,478	10,651	867,827	1,228,449	2,017,936
STUDENT ACTIVITIES	137,520	38,039	18.1%	25,888	12.9%	149,671	54,919	94,752	88,556	85,391
DISTRICT ACTIVITIES	379,480	286,703	57.3%	203,854	27.5%	462,328	65,905	396,424	302,961	289,783
AUXILIARY SRVCS	56,542	89,982	23.1%	130,808	29.4%	15,716	248,355	(232,638)	(108,622)	(87,287)
STATE GRANTS	10,387	26,030	20.2%	15,387	11.8%	21,030	-	21,030	20,678	76,459
FEDERAL GRANTS	6,597	799,519	23.0%	976,452	29.3%	(170,336)	39,126	(209,462)	(319,161)	(194,529)
OTHER MISC FUNDS	790,778	235,244	23.6%	291,084	24.9%	734,938	110,371	624,567	566,638	546,375
TOTALS	\$ 22,453,541	\$ 31,150,042	36.7%	\$ 27,711,305	29.4%	\$ 25,892,277	\$ 5,680,384	\$ 20,211,893	\$ 19,828,318	\$ 24,068,754

+NOTE: General fund unencumbered balance includes \$183,814 in Workers Comp Risk Reduction Fund (001-9195)

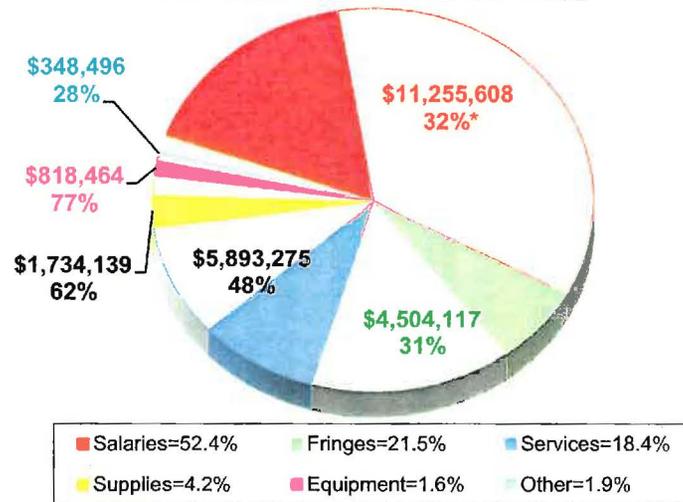
= funds related to OSFC building project for two (2) new middle schools and new Millstream Career Center

= Includes Donnell Stadium fund from Donnell Foundation as well as Judge Cole (valedictorian) and Mary Cole (salutatorian) scholarship funds.

FY 2018 GENERAL FUND REVENUE



FY 2018 GENERAL FUND EXPENSE



*Pie percentages indicate estimated revenue received or budgeted expense spent/encumbered from each category. For example, 44% of FY18 estimated property tax revenue (red) has been received to date.

Findlay City Schools Investments Fiscal Year 2018

Par Amount	Type	Issued Date	Maturity Date	Interest Rate	Cost Basis	Market Value
Fifth Third Securities						
8,962	5th 3rd Govt MM fund Class A			0.910%	\$ 8,962.16	\$ 8,962.16
245,000	GE Capital Bank Retail CD	6/13/2014	6/13/2018	1.600%	245,000.00	245,289.10
245,000	Ally Bank CD	9/30/2015	10/1/2018	1.700%	245,000.00	245,509.60
245,000	American Express Centurion CD	10/7/2015	10/9/2018	1.700%	245,000.00	245,492.45
245,000	Synchrony Bank CD	6/13/2014	6/13/2019	2.000%	245,000.00	246,337.70
245,000	BMW Bank CD, Salt Lake	7/23/2014	6/20/2019	1.950%	244,632.50	246,379.35
250,000	Fannie Mae	2/26/2016	2/26/2021	1.250%	250,000.00	249,755.00
425,000	FHLB Note	5/25/2016	5/25/2021	1.000%	425,000.00	424,995.75
450,000	Freddie Mac	7/19/2016	7/19/2021	0.750%	450,000.00	447,093.00
245,000	Barclays CD	7/26/2017	7/26/2021	2.050%	245,000.00	245,026.95
300,000	FHLB Note	10/28/2016	10/28/2021	1.000%	300,000.00	297,876.00
Subtotal Fifth Third		Weighted Average Return		1.404%	\$ 2,903,594.66	\$ 2,902,717.06
Miscellaneous Banks						
248,000	Safra Nat'l Bank CD, New York	2/19/2013	1/31/2018	1.000%	248,129.10	
248,000	Discover Bank CD	2/20/2013	2/6/2018	1.100%	248,000.00	
248,000	Sterling Savings CD, Spokane, WA	2/22/2013	2/22/2018	1.000%	248,000.00	
248,000	Crescom Bank CD, Myrtle Beach	2/27/2013	2/27/2018	1.000%	248,000.00	
248,000	CIT Bank CD, Salt Lake City	3/6/2013	3/6/2018	1.100%	248,000.00	
248,000	Pacific Continental CD, Eugene, OR	4/19/2013	4/19/2018	0.900%	248,000.00	
248,000	Compass Bank CD, Alabama	7/31/2013	7/31/2018	1.700%	248,000.00	
142,666	Old Fort Bank CD (2 of 2)	10/23/2013	10/23/2018	1.740%	142,665.97	
245,000	Enterprise Bank CD, Massachusetts	2/12/2014	2/12/2019	1.750%	248,000.00	
248,000	Webster Bank CD, Connecticut	2/12/2014	2/12/2019	1.900%	245,000.00	
98,000	Citizens National CD (2 of 2)	7/9/2014	7/9/2019	1.050%	98,000.00	
245,000	Charter Bank CD, Georgia	2/11/2015	2/11/2020	1.650%	245,000.00	
195,000	Citizens National CD (1 of 2)	8/3/2015	8/3/2020	1.740%	195,000.00	
245,000	HSBC Bank CD	3/21/2016	3/10/2021	1.300%	245,000.00	
200,000	Comenity Bank CD, Wilmington	3/23/2016	3/23/2021	1.800%	200,000.00	
100,000	Old Fort Bank CD (1 of 2)	7/28/2016	7/28/2021	1.650%	100,000.00	
100,000	First Federal CD	7/29/2016	7/29/2021	1.740%	100,000.00	
195,000	Wells Fargo Bank CD, Sioux Falls	8/31/2016	8/31/2021	1.600%	195,000.00	
184,000	West Town Bank CD	8/31/2016	8/31/2021	1.350%	184,000.00	
248,000	EverBank CD, Jacksonville, FL	9/7/2016	9/7/2021	1.550%	248,000.00	
249,000	Nationwide Bank CD	11/18/2016	11/18/2021	1.500%	249,000.00	
Subtotal Miscellaneous Banks		Weighted Average Return		1.414%	\$ 4,430,795.07	
Multi-Bank Securities						
248,000	JP Morgan Chase CD, Columbus	2/19/2013	2/19/2018	1.125%	248,000.00	
125,000	First Merit Bank CD	9/23/2015	2/21/2018	1.200%	125,135.62	
750,000	Fannie Mae	5/15/2013	5/15/2018	1.010%	750,000.00	
249,000	CF Bank CD, Fairlawn, OH	8/8/2014	8/8/2018	1.500%	249,000.00	
150,000	Ohio Valley Bank CD	7/24/2014	7/23/2019	1.800%	150,007.40	
249,000	Buckeye Community Bank CD, Lorain	7/29/2016	7/29/2019	1.000%	249,000.00	
249,000	Civista Bank CD, Sandusky	2/22/2016	8/12/2019	1.450%	249,118.70	
950,000	Freddie Mac	2/28/2017	2/28/2020	1.625%	950,000.00	
143,929	FHLB Note	4/28/2015	4/28/2020	1.700%	143,928.57	
950,000	U.S. Treasury	7/18/2017	8/31/2020	1.375%	950,873.03	
249,000	State Bank & Trust CD, Defiance	2/17/2016	2/17/2021	1.600%	249,000.00	
950,000	Federal Farm Credit Bank	2/17/2016	2/17/2021	1.620%	950,000.00	
114,000	FHLB Note	2/26/2016	2/26/2021	1.690%	114,000.00	
900,000	Federal Farm Credit Bank	4/10/2017	4/20/2021	1.620%	902,718.00	
950,000	Fannie Mae	7/27/2016	7/27/2021	1.450%	950,000.00	
950,000	Fannie Mae	8/24/2016	8/24/2021	1.250%	950,000.00	
950,000	FHLB Note	9/23/2016	9/23/2021	1.520%	950,000.00	
950,000	Fannie Mae	10/27/2016	10/27/2021	1.500%	950,000.00	
950,000	Federal Farm Credit Bank	2/8/2017	2/8/2022	2.150%	950,000.00	
950,000	Freddie Mac	2/28/2017	2/28/2022	2.000%	950,000.00	
980,000	Federal Farm Credit Bank	4/13/2017	4/13/2022	2.190%	980,000.00	
980,000	U.S. Treasury	7/19/2017	6/30/2022	1.750%	978,802.96	
980,000	Federal Farm Credit Bank	7/25/2017	7/25/2022	2.100%	980,000.00	
Subtotal Multi-Bank Securities		Weighted Average Return		1.637%	\$ 14,919,584.28	
Liquid Investment Accounts						
	Fifth Third Main MaxSaver			0.150%	107,280.23	10/31/2017
	StarOhio			1.220%	2,898,889.39	10/31/2017
				Liquid Wtd Avg Return	1.182%	
GRAND TOTAL INVESTMENTS					Grand Total Wtd Avg Return	\$ 25,260,143.63
					Non-Liquid Weighted Average Return	1.562%



FINDLAY CITY SCHOOLS
 Financial Report by Fund

Begin Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
TOTAL FOR Fund 001 - GENERAL:							
11,666,476.10	3,852,645.55	23,514,582.06	5,340,734.08	20,551,533.79	14,629,524.37	4,002,565.36	10,626,959.01
TOTAL FOR Fund 002 - BOND RETIREMENT:							
976,103.27	199,065.51	1,593,269.04	0.00	0.00	2,569,372.31	0.00	2,569,372.31
TOTAL FOR Fund 003 - PERMANENT IMPROVEMENT:							
2,551,692.35	113,819.51	930,529.27	106,451.22	1,176,625.68	2,305,595.94	173,752.27	2,131,843.67
TOTAL FOR Fund 004 - BUILDING:							
624,649.22	3,832.49	4,165.78	0.00	120.55	628,694.45	0.00	628,694.45
TOTAL FOR Fund 006 - FOOD SERVICE:							
362,549.96	212,009.83	310,604.18	179,002.33	442,438.74	230,715.40	607,795.26	377,079.86-
TOTAL FOR Fund 007 - SPECIAL TRUST:							
351,909.47	1,000.00	6,765.08	10,152.44	84,990.47	273,684.08	24,023.76	249,660.32
TOTAL FOR Fund 008 - ENDOWMENT:							
657,893.70	0.00	0.00	0.00	25,500.00	632,393.70	6,000.00	626,393.70
TOTAL FOR Fund 009 - UNIFORM SCHOOL SUPPLIES:							
403,862.57	15,062.59	163,461.98	66,999.24	185,984.46	381,340.09	62,936.56	318,403.53
TOTAL FOR Fund 010 - CLASSROOM FACILITIES:							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 011 - ROTARY-SPECIAL SERVICES:							
85,830.28	15,963.10	29,506.16	18,290.88	46,387.79	68,948.65	41,039.93	27,908.72
TOTAL FOR Fund 014 - ROTARY-INTERNAL SERVICES:							
426,566.67	2,217.58	418,812.47	49,963.27	232,947.88	612,431.26	117,653.19	494,778.07
TOTAL FOR Fund 018 - PUBLIC SCHOOL SUPPORT:							
134,708.11	10,326.70	80,867.03	34,365.92	56,680.61	158,894.53	40,644.36	118,250.17
TOTAL FOR Fund 019 - OTHER GRANT:							
300,049.11	9,241.08	23,801.81	14,997.24	58,711.84	265,139.08	6,394.38	258,744.70
TOTAL FOR Fund 020 - SPECIAL ENTERPRISE FUND:							
150,990.56	31,165.30	40,986.95	17,955.80	58,040.59	133,936.92	2,687.20	131,249.72
TOTAL FOR Fund 022 - DISTRICT AGENCY:							
1,036.24	18,474.00	18,474.00	0.00	0.00	19,510.24	0.00	19,510.24
TOTAL FOR Fund 024 - EMPLOYEE BENEFITS SELF INS.:							
1,280,729.71	762,865.70	2,773,942.77	921,554.45	3,176,194.39	878,478.09	10,651.40	867,826.69

FINDLAY CITY SCHOOLS
 Financial Report by Fund

Begin Balance	MTD Receipts	FYTD Receipts	MTD Expenditures	FYTD Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
TOTAL FOR Fund 506 - RACE TO THE TOP:							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 516 - IDEA PART B GRANTS:							
0.00	114,988.38	241,100.21	103,891.41	303,939.32	62,839.11-	29,094.00	91,933.11-
TOTAL FOR Fund 524 - VOC ED: CARL D. PERKINS - 198							
1,459.50	32,181.10	40,721.60	18,730.76	53,952.84	11,771.74-	0.00	11,771.74-
TOTAL FOR Fund 532:							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 533 - TITLE II D - TECHNOLOGY:							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 536 - TITLE I SCHOOL IMPROVEMENT A:							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 537 - TITLE I SCHOOL IMPROVEMENT G:							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 542 - NUTRITION EDUCATION/TRAIN PGM							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 551 - LIMITED ENGLISH PROFICIENCY:							
0.00	0.00	0.00	0.00	300.00	300.00-	0.00	300.00-
TOTAL FOR Fund 572 - TITLE I DISADVANTAGED CHILDRE							
5,137.89	140,182.02	500,316.07	129,259.81	585,261.65	79,807.69-	9,322.57	89,130.26-
TOTAL FOR Fund 573 - TITLE V INNOVATIVE EDUC PGM:							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 584 - DRUG FREE SCHOOL GRANT FUND:							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 587 - IDEA PRESCHOOL-HANDICAPPED:							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FOR Fund 590 - IMPROVING TEACHER QUALITY:							
0.00	8,768.87	17,380.75	24,146.56	32,998.44	15,617.69-	709.53	16,327.22-
TOTAL FOR Fund 599 - MISCELLANEOUS FED. GRANT FUND							
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRAND TOTALS:							
22,453,540.74	5,672,938.88	31,150,041.79	7,196,069.14	27,711,305.20	25,892,277.33	5,680,384.21	20,211,893.12

Func	Account Description	FYTD Appropriation	MTD Expended	FYTD Expended	Current Encumbered	Unencumbered Balance	FYTD %Exp
Fund: 001/0000 Obj: 100							
001/0000 100							
1100	REGULAR INSTRUCTION - SALARY	16,993,170.50	1,418,916.29	5,469,512.36	170.50	11,523,487.64	32.2%
1200	SPECIAL INSTRUCTION - SALARY	5,143,000.00	487,428.89	1,808,888.06	.00	3,334,111.94	35.2%
1300	VOCATIONAL INSTRUCTION - SALARY	1,704,000.00	143,928.68	549,077.27	1,174.50	1,153,748.23	32.2%
1900	GENERAL OTHER INSTRUCTION PERSONAL SE	286,900.00	13,009.20	22,472.55	.00	264,427.45	7.8%
2100	PUPIL SUPPORT SERVICES - SALARY	1,820,000.00	177,885.55	621,443.21	.00	1,198,556.79	34.1%
2200	STAFF SUPPORT SERVICES - SALARY	1,176,000.00	103,561.30	357,753.31	.00	818,246.69	30.4%
2400	ADMINISTRATIVE - SALARY	2,737,000.00	224,934.07	871,166.93	.00	1,865,833.07	31.8%
2500	FISCAL SERVICES - SALARY	426,000.00	36,329.53	141,217.68	.00	284,782.32	33.1%
2700	OPERATION & MAINT - SALARY	2,369,000.00	195,263.05	731,233.06	.00	1,637,766.94	30.9%
2800	TRANSPORTATION SERVICES - SALARY	1,440,000.00	131,012.33	436,364.39	.00	1,003,635.61	30.3%
2900	INFORMATIONAL SERVICES - SALARY	104,000.00	8,532.60	33,062.22	.00	70,937.78	31.8%
4100	ACADEMIC & SUBJECT - SALARY	120,000.00	34,981.31	35,236.31	.00	84,763.69	29.4%
4500	SPORTS - SALARY	610,000.00	123,902.12	159,767.87	.00	450,232.13	26.2%
4600	SCHOOL & PUBLIC - SALARY	60,000.00	17,067.64	17,067.64	.00	42,932.36	28.4%
Fund 001/0000 Obj 100 Totals		34,989,070.50	3,116,752.56	11,254,262.86	1,345.00	23,733,462.64	
001/0000 200							
1100	REGULAR INSTRUCTION - FRINGE BENEFITS	6,886,449.91	502,316.08	1,920,410.59	116,450.72	4,849,588.60	27.9%
1200	SPECIAL INSTRUCTION - FRINGE BENEFITS	1,828,475.34	169,124.96	639,522.98	29,986.86	1,158,965.50	35.0%
1300	VOCATIONAL INSTRUCTION - FRINGE BENEF	611,618.86	52,180.45	203,145.62	7,496.74	400,976.50	33.2%
1900	GENERAL OTHER INSTRUCTION EMPLOYEES R	49,500.00	1,642.39	2,936.06	.00	46,563.94	5.9%
2100	PUPIL SUPPORT SERVICES - FRINGE BENEF	681,100.00	61,685.75	231,224.32	.00	449,875.68	33.9%
2200	STAFF SUPPORT SERVICES - FRINGE BENEF	685,000.00	32,764.91	150,933.95	60,000.00	474,066.05	22.0%
2400	ADMINISTRATIVE - FRINGE BENEFITS	1,315,500.00	106,698.03	434,124.03	51.11	881,324.86	33.0%
2500	FISCAL SERVICES - FRINGE BENEFITS	203,800.00	13,546.31	65,114.93	.00	138,685.07	32.0%
2700	OPERATION & MAINT - FRINGE BENEFITS	1,165,336.28	80,511.27	375,370.25	268.54	789,697.49	32.2%
2800	TRANSPORTATION SERVICES - FRINGE BENE	584,000.00	43,759.00	199,101.87	.00	384,898.13	34.1%
2900	INFORMATIONAL SERVICES - FRINGE BENEF	45,000.00	4,056.39	18,835.09	.00	26,164.91	41.9%
4100	ACADEMIC & SUBJECT - FRINGE BENEFITS	22,100.00	5,018.83	5,117.62	.00	16,982.38	23.2%
4500	SPORTS - FRINGE BENEFITS	120,650.00	18,470.39	32,417.40	250.00	87,982.60	26.9%
4600	SCHOOL & PUBLIC - FRINGE BENEFITS	11,400.00	2,404.00	11,358.49	.00	41.51	99.6%
Fund 001/0000 Obj 200 Totals		14,209,930.39	1,094,178.76	4,289,613.20	214,503.97	9,705,813.22	
001/0000 400							
1100	REGULAR INSTRUCTION - PURCHASED SERVI	1,163,644.41	107,640.63	219,274.64	906,400.81	37,968.96	18.8%
1200	SPECIAL INSTRUCTION - PURCHASED SERVI	375,976.03	30,957.80	71,289.96	278,525.36	26,160.71	19.0%
1300	VOCATIONAL INSTRUCTION - PURCHASED SE	345,978.34	39,218.26	90,803.33	161,282.84	93,892.17	26.2%
1900	OTHER INSTRUCTION - PURCHASED SERVICE	6,710,135.00	458,516.15	1,801,403.85	164,887.00	4,743,844.15	26.8%
2100	PUPIL SUPPORT SERVICES - PURCHASED SE	264,394.79	11,791.18	48,966.25	183,209.09	32,219.45	18.5%
2200	STAFF SUPPORT SERVICES - PURCHASED SE	310,734.91	2,338.20	183,750.85	119,572.75	7,411.31	59.1%
2300	BD OF EDUCATION - PURCHASED SERVICES	147,944.30	8,355.80	50,481.92	78,055.70	19,406.68	34.1%
2400	ADMINISTRATIVE - PURCHASED SERVICES	322,616.24	23,818.05	104,517.12	55,755.68	162,343.44	32.4%
2500	FISCAL SERVICES - PURCHASED SERVICES	188,673.33	11,678.13	34,240.70	131,734.49	22,698.14	18.1%
2700	OPERATION & MAINT - PURCHASED SERVICE	2,300,687.62	174,720.42	563,716.06	566,309.24	1,170,662.32	24.5%
2800	TRANSPORTATION SERVICES - PURCHASED S	89,457.11	2,272.75	24,328.52	19,074.32	46,054.27	27.2%
2900	INFORMATIONAL SERVICES - PURCHASED SE	30,082.43	68.40	12,061.65	2,811.70	15,209.08	40.1%
4500	SPORTS - PURCHASED SERVICES	11,000.00	11,212.50	13,927.24	1,581.74	4,508.98-	126.6%

M A N A G E M E N T A P P R O P R I A T I O N R E P O R T
 Processing Month: October 2017
 FINDLAY CITY SCHOOLS

Func	Account Description	FYTD Appropriation	MTD Expended	FYTD Expended	Current Encumbered	Unencumbered Balance	FYTD %Exp
Fund: 001/0000 Obj: 900							
	Fund 001/0000 Obj 900 Totals	364,500.00	.00	.00	.00	364,500.00	
	** Fund 001 Scc 0000 Totals	66,578,906.27	5,340,734.08	20,551,533.79	4,002,565.36	42,024,807.12	
001/9195 200							
	1100 GENERAL REG INSTRUCTION EMPLOYEES RET	20,000.00	.00	.00	.00	20,000.00	0.0%
	2400 GENERAL SUPPORT SERV-ADMIN EMPLOYEES	145,000.00	.00	.00	.00	145,000.00	0.0%
	Fund 001/9195 Obj 200 Totals	165,000.00	.00	.00	.00	165,000.00	
	** Fund 001 Scc 9195 Totals	165,000.00	.00	.00	.00	165,000.00	
002/9123 810							
	6100 BOND RETIRE REPAYMENT OF DEBT REDEMPT	687,135.00	.00	.00	.00	687,135.00	0.0%
	Fund 002/9123 Obj 810 Totals	687,135.00	.00	.00	.00	687,135.00	
002/9123 820							
	6100 BOND RETIRE REPAYMENT OF DEBT INTERES	3,424,305.00	.00	.00	.00	3,424,305.00	0.0%
	Fund 002/9123 Obj 820 Totals	3,424,305.00	.00	.00	.00	3,424,305.00	
	** Fund 002 Scc 9123 Totals	4,111,440.00	.00	.00	.00	4,111,440.00	
003/9030 400							
	5200 PERMANENT IMPROVEMENT - PURCHASED SER	500,000.00	.00	23,796.91	.00	476,203.09	4.8%
	5300 PERMANENT IMPROVEMENT - PURCHASED SER	35,000.00	.00	.00	.00	35,000.00	0.0%
	Fund 003/9030 Obj 400 Totals	535,000.00	.00	23,796.91	.00	511,203.09	
003/9030 500							
	1100 PERM IMPROVE REG INSTRUCTION SUPPLY/M	30,000.00	.00	.00	1,670.00	28,330.00	0.0%
	2700 PERM IMPROVE OPERATION/MAINT OF PLANT	25,000.00	.00	.00	.00	25,000.00	0.0%
	Fund 003/9030 Obj 500 Totals	55,000.00	.00	.00	1,670.00	53,330.00	
003/9030 600							
	1100 PERMANENT IMPROVEMENT - CAPITAL OUTLA	498,600.00	87,747.81	300,355.56	5,260.00	192,984.44	60.2%
	2600 PERM IMPROVE SUPPORT SERV-BUSINESS CA	25,000.00	.00	.00	.00	25,000.00	0.0%
	2700 PERM IMPROVE OPERATION/MAINT OF PLANT	25,000.00	.00	.00	.00	25,000.00	0.0%
	4500 PERM IMPROVE SPORT ORIENTED ACTIVITY	15,000.00	.00	.00	14,245.00	755.00	0.0%
	5200 PERM IMPROVE SITE IMPROVEMENT CAPITAL	1,156,998.48	10,088.41	509,157.05	39,341.43	608,500.00	44.0%
	Fund 003/9030 Obj 600 Totals	1,720,598.48	97,836.22	809,512.61	58,846.43	852,239.44	
003/9030 900							

Func	Account Description	FYTD Appropriation	MTD Expended	FYTD Expended	Current Encumbered	Unencumbered Balance	FYTD %Exp
Fund: 006/9060 Obj: 100							
	Fund 006/9060 Obj 100 Totals	654,652.00	61,773.10	148,654.13	.00	505,997.87	
006/9060 200							
	3100 FOOD SERVICES - FRINGE BENEFITS	288,017.17	23,758.44	77,152.34	500.00	210,364.83	26.8%
	Fund 006/9060 Obj 200 Totals	288,017.17	23,758.44	77,152.34	500.00	210,364.83	
006/9060 400							
	3100 FOOD SERVICES - PURCHASED SERVICES	52,869.00	4,802.51	12,595.36	32,564.21	7,709.43	23.8%
	Fund 006/9060 Obj 400 Totals	52,869.00	4,802.51	12,595.36	32,564.21	7,709.43	
006/9060 500							
	3100 FOOD SERVICES - SUPPLIES	811,763.10	80,966.53	196,335.16	574,731.05	40,696.89	24.2%
	Fund 006/9060 Obj 500 Totals	811,763.10	80,966.53	196,335.16	574,731.05	40,696.89	
006/9060 600							
	3100 FOOD SERVICE FOOD SERV OPERATION CAPI	24,069.00	7,701.75	7,701.75	.00	16,367.25	32.0%
	Fund 006/9060 Obj 600 Totals	24,069.00	7,701.75	7,701.75	.00	16,367.25	
006/9060 900							
	7500 FOOD SERVICES - REFUND OF PRIOR YEARS	284,982.00	.00	.00	.00	284,982.00	0.0%
	Fund 006/9060 Obj 900 Totals	284,982.00	.00	.00	.00	284,982.00	
	** Fund 006 Sec 9060 Totals	2,116,352.27	179,002.33	442,438.74	607,795.26	1,066,118.27	
	Grand Total All Funds	76,780,621.78	5,626,187.63	22,170,718.76	4,784,112.89	49,825,790.13	

F I N A N C I A L R E V E N U E R E P O R T
Processing Month: October 2017
FINDLAY CITY SCHOOLS

Fnd Rcpt	Sec	Subjct	OPU	Description	FYTD Receivable	FYTD Actual Receipts	MTD Actual Receipts	FYTD Balance Receivable	Pct. Rcvd
001	1111	0000	000000	000 REAL ESTATE TAX	26,947,433.00	11,877,604.64	.00	15,069,828.36	44.1%
001	1122	0000	000000	000 PERSONAL PROPERTY TAX	.00	.00	.00	.00	0.0%
001	1211	0000	000000	000 TUITION - PARENTS - REGULAR	.00	.00	.00	.00	0.0%
001	1221	0000	000000	000 TUITION - OTHER DISTRICTS - REGULAR	70,000.00	160,251.07	.00	90,251.07-	228.9%
001	1221	0006	000000	000 JV50 SB14 SF-14	.00	.00	.00	.00	0.0%
001	1222	0000	000000	000 TUITION - PARENTS - SUMMER SCHOOL	15,000.00	1,333.00	.00	13,667.00	8.9%
001	1222	0000	000000	201 TUITION - PARENTS - BAND SUMMER SCHOOL	.00	.00	.00	.00	0.0%
001	1223	0000	000000	000 TUITION - OTHER DISTRICTS - SPECIAL ED	465,000.00	62,940.36	.00	402,059.64	13.5%
001	1224	0000	000000	000 TUITION - OTHER DISTRICTS - VOCATIONAL	50,000.00	133,531.56-	133,531.56-	183,531.56 -	267.1%
001	1227	0000	000000	000 FOUNDATION - OPEN ENROLLMENT	1,600,000.00	517,901.40	128,356.97	1,082,098.60	32.4%
001	1410	0000	000000	000 INTEREST ON INVESTMENTS	175,000.00	185,012.30	87,831.72	10,012.30-	105.7%
001	1710	0000	000000	000 old	.00	.00	.00	.00	0.0%
001	1740	0000	000000	302 PARKING FEES - FHS	9,000.00	6,548.20	287.20	2,451.80	72.8%
001	1810	0000	000000	000 RENTAL SCHOOL PROPERTY	25,000.00	.00	.00	25,000.00	0.0%
001	1820	0000	000000	000 GIFTS & DONATIONS	5,000.00	.00	.00	5,000.00	0.0%
001	1820	0001	000000	000 DONATIONS - WEIGHTROOM PLEDGES (CLOSED	.00	.00	.00	.00	0.0%
001	1820	0002	000000	000 DONATIONS - DONNELL CAPITAL PROJECTS	.00	.00	.00	.00	0.0%
001	1831	0300	000000	000 SPONSOR FEE PAID TO FCS FROM FDA	.00	34,124.08	.00	34,124.08-	0.0%
001	1832	0000	000000	000 CONTRACTED SERVICES-HCESC	.00	.00	.00	.00	0.0%
001	1833	0001	000000	302 WORKSHOP - CUSTOMER PROJECTS	.00	.00	.00	.00	0.0%
001	1880	0000	000000	000 TIF REFUNDS OR P.I.L.O.T.	.00	206,697.31	.00	206,697.31-	0.0%
001	1890	0000	000000	000 MISC. REVENUE & FINES	500,000.00	63,459.85	1,159.68	436,540.15	12.7%
001	1890	0000	000000	246 JACOBS BREAK IN NOV. 2010	.00	.00	.00	.00	0.0%
001	1890	0001	000000	000 CHASE COMMISSION XCHASE	.00	2,967.20	.00	2,967.20-	0.0%
001	1890	0300	000000	000 MISC REVENUE-REIMBURSEMENTS FROM FDA	.00	269,854.48	117,431.38	269,854.48-	0.0%
001	1933	0000	000000	000 SALE AND LOSS OF ASSETS [SM1-02.060]	9,000.00	.00	.00	9,000.00	0.0%
001	3110	0000	000000	000 SCHOOL FOUNDATION - UNRESTRICTED AID	22,395,000.00	6,262,747.07	1,647,573.30	16,132,252.93	28.0%
001	3110	0002	000000	000 SPECIAL EDUCATION ALLOWANCE	.00	1,123,774.90	278,912.33	1,123,774.90-	0.0%
001	3110	0005	000000	000 TRANSPORTATION ALLOWANCE	830,000.00	274,502.64	64,841.26	555,497.36	33.1%
001	3110	0006	000000	000 DPIA ALLOWANCE	.00	.00	.00	.00	0.0%
001	3110	0008	000000	000 OTHER ADJUSTMENTS (VOC & SPEC. ED)	1,600,000.00	539,105.47	131,561.31	1,060,894.53	33.7%
001	3110	0009	000000	000 PARITY AID	.00	.00	.00	.00	0.0%
001	3110	2006	000000	000 LG. GROUP INTERVENTION(INCLUDES CHARGE	.00	.00	.00	.00	0.0%
001	3130	0000	000000	000 ROLLBACK & HOMESTEAD EXEMPTION B4 APRI	.00	.00	.00	.00	0.0%
001	3131	0000	000000	000 10% AND 2.5% ROLLBACK	2,250,000.00	1,126,896.67	1,126,896.67	1,123,103.33	50.1%
001	3132	0000	000000	000 HOMESTEAD EXEMPTIONS	700,000.00	339,228.99	339,228.99	360,771.01	48.5%
001	3133	0000	000000	000 \$10,000 PERSONAL PROPERTY TAX EXEMPTIO	.00	.00	.00	.00	0.0%
001	3134	0000	000000	000 ELECTRIC DEREGULATION PROP TAX REPLACE	.00	.00	.00	.00	0.0%
001	3135	0000	000000	000 TANGIBLE PERSONAL PROPERTY TAX LOSS	1,943,280.00	.00	.00	1,943,280.00	0.0%
001	3139	0000	000000	000 OTHER PROPERTY TAX ALLOCATIONS	.00	.00	.00	.00	0.0%
001	3190	0000	000000	000 CASINO REVENUE	265,000.00	141,380.64	.00	123,619.36	53.4%
001	3190	0002	000000	000 SUMMER SCHOOL OPERATION EXTEND REIMBUR	.00	.00	.00	.00	0.0%
001	3190	0003	000000	000 FIXED RATE ADJUSTMENT FOUNDATION (SB3	.00	.00	.00	.00	0.0%
001	3190	0006	000000	000 TUITION FROM OTHER DISTRICTS	.00	.00	.00	.00	0.0%
001	3211	0000	000000	000 ECONOMIC DISADVANTAGED FUNDING	.00	119,555.55	24,002.62	119,555.55-	0.0%

FINANCIAL REVENUE REPORT
Processing Month: October 2017
FINDLAY CITY SCHOOLS

Fnd Rcpt	Sc	Subject	OPU	Description	FYTD Receivable	FYTD Actual Receipts	MTD Actual Receipts	FYTD Balance Receivable	Pct. Rcvd
** Fund 002 Sc 9095 Totals					.00	.00	.00	.00	0.0%
002	1111	9123	000000 000	2010 BONDS REAL PROPERTY PROCEEDS	3,429,697.48	1,375,474.78	.00	2,054,222.70	40.1%
002	1880	9123	000000 000	BOND SHARE OF T.I.F. OR P.I.L.O.T	.00	18,728.75	.00	18,728.75-	0.0%
002	3131	9123	000000 000	10% & 2.5% ROLLBACKS	.00	153,012.97	153,012.97	153,012.97-	0.0%
002	3132	9123	000000 000	HOMESTEAD EXEMPTIONS	.00	46,052.54	46,052.54	46,052.54-	0.0%
002	4110	9123	000000 000	PART OF 35% INTEREST SUBSIDY FROM FEDS	690,911.00	.00	.00	690,911.00	0.0%
** Fund 002 Sc 9123 Totals					4,120,608.48	1,593,269.04	199,065.51	2,527,339.44	38.7%
003	5100	0000	000000 000	TRANSFER IN FROM 001 TO ZERO OUT THIS	.00	.00	.00	.00	0.0%
003	5300	0000	000000 000	REFUND OF PRIOR YEAR EXPENDITURES	.00	.00	.00	.00	0.0%
** Fund 003 Sc 0000 Totals					.00	.00	.00	.00	0.0%
003	1111	9030	000000 000	P.I. REAL ESTATE TAX	1,981,986.35	795,788.15	.00	1,186,198.20	40.2%
003	1122	9030	000000 000	P.I. PERSONAL PROPERTY TAX	.00	.00	.00	.00	0.0%
003	1410	9030	000000 000	PERMANENT IMPROVEMENT - INTEREST	10,000.00	.00	.00	10,000.00	0.0%
003	1820	9030	000000 000	PERMANENT IMPROVEMENT - DONATIONS	100,000.00	.00	.00	100,000.00	0.0%
003	1880	9030	000000 000	PI SHARE OF T.I.F. OR P.I.L.O.T	.00	11,097.61	.00	11,097.61-	0.0%
003	1940	9030	000000 000	PERMANENT IMPROVEMENT - SALE OF NOTES	.00	.00	.00	.00	0.0%
003	3131	9030	000000 000	10% & 2.5% ROLLBACK FOR PI LEVY	.00	87,487.77	87,487.77	87,487.77-	0.0%
003	3132	9030	000000 000	HOMESTEAD REIMBURSEMENT FOR PI LEVY	.00	26,331.74	26,331.74	26,331.74-	0.0%
003	3133	9030	000000 000	REIMBURSEMENT OF 10K PERSONAL PROP EXE	.00	.00	.00	.00	0.0%
003	5100	9030	000000 000	TRANSFERS IN	.00	.00	.00	.00	0.0%
003	5210	9030	000000 000	ADVANCES IN -- FROM GENERAL FUND	.00	.00	.00	.00	0.0%
003	5300	9030	000000 000	REFUND OF PRIOR YEARS EXPENDITURES	.00	.00	.00	.00	0.0%
** Fund 003 Sc 9030 Totals					2,091,986.35	920,705.27	113,819.51	1,171,281.08	44.0%
003	1410	9031	000000 000	PERMANENT IMPROVEMENT - INTEREST	.00	.00	.00	.00	0.0%
003	1820	9031	000000 000	PERMANENT IMPROVEMENT - DONATIONS	.00	9,824.00	.00	9,824.00-	0.0%
003	1931	9031	000000 000	SALE OF JAN'14 I-75/JUNE'12 MILLSTREAM	.00	.00	.00	.00	0.0%
003	1934	9031	000000 000	INSURANCE PROCEEDS FROM MUSIC TRAILER	.00	.00	.00	.00	0.0%
003	1940	9031	000000 000	PERMANENT IMPROVEMENT - SALE OF NOTES	.00	.00	.00	.00	0.0%
003	4110	9031	000000 000	PORTION OF BABS 35% SUBSIDY USED FOR P	184,500.00	.00	.00	184,500.00	0.0%
003	5100	9031	000000 000	TRANSFERS IN	.00	.00	.00	.00	0.0%
003	5210	9031	000000 000	ADVANCES IN -- FROM GENERAL FUND	.00	.00	.00	.00	0.0%
003	5300	9031	000000 000	REFUND OF PRIOR YEARS EXPENDITURES	.00	.00	.00	.00	0.0%
** Fund 003 Sc 9031 Totals					184,500.00	9,824.00	.00	174,676.00	5.3%
003	1410	9032	000000 000	INTEREST ON MARATHON DONATION	.00	.00	.00	.00	0.0%
003	1820	9032	000000 000	2014 DONATION FROM MARATHON	.00	.00	.00	.00	0.0%

Findlay GSA Constitution

The group, Findlay GSA was created by Seth Fowler to be held at Findlay High School in Findlay, OH, and to be ran by hierarchy, containing voted officers who will focus on areas of interest assigned to their position. The people of Findlay GSA are to work together to maintain a positive and fun environment while educating themselves and the community. Within this constitution are seven sections that provide a solid framework for the group, and are to be referenced accordingly. The only additions that will be made to this constitution are those that are suggested, passed by officers, and decided on by a majority vote from the group itself.

I.) Aims/ Objects of the Group

“Our mission is to work towards building an accepting community regardless of identity or orientation through education, support, social action and advocacy. We believe the only way to have a truly safe environment is to lessen the isolation LGBT+ students face and bring attention to physical and/or emotional harassment.”

II.) Membership

The group will remain an open forum to any student or staff member of Findlay High School regardless of any gender identity, race, age, religion, or sexual orientation, unless deemed otherwise by the FCS Administration. All members will be granted with the right to call a vote, or to petition any decision made within a group meeting. All members will be granted participation in any vote held within a group meeting.

All members will be required to fill out an emergency medical form to be kept on file if not already done so with the school before being able to travel with the group. Meetings will still remain open for any student or staff member to attend regardless if they have this filed with the school.

Acting against the FHS/ FCS behavioral code may result in the discontinuance of attendance for said individual, and/ or may result in further action being taken with the FHS/ FCS Administration, depending on the severity of the incident. If one's behavior becomes a concern to another member, said individual may be given a formal warning, in mild/ non-severe cases. In some cases, said individual's behavior may be discussed with the Findlay GSA officers, and could result in the discontinuance of attendance for said individual based on the severity of the incident(s).

Membership has no exceeding limit in number of individuals, but may not precede a number of 3 individuals, or discontinuance of the Findlay LGBTSA may be discussed with the board. Should this ever happen, those three individuals could petition to continue the group, if they so desired.

III.) Board of Officers

The board is to be made of voted individuals decided by the full group, and will resolve any unresolved conflicts that are brought up by students during a meeting, personally, or brought up by the board itself. Major decisions may be also decided on by a majority vote within the group during a general meeting.

The board is to also have ultimate and final decision on the discontinuance of membership, as long as following within the guidelines of the written constitution. The board will have the final say in all decisions made in the group, unless stated otherwise by the group advisor or by the Group Director.

The Board of Officers is to be a small group of five people containing a president of the board which will also be known as the group director, an assistant director, a treasurer, a secretary, and the group advisor. The director position is to be an honorary position and to be passed down by the current director at the time of re-assignment. The other positions will be decided by the election at a general meeting. The advisor is a staff member of Findlay High School to have been previously decided by the Group Director.

In the event of severe or continuing behavioral incidents that may go against the FCS/ FHS code, and/ or the Findlay GSA code, a board member may be subject to discontinuance of membership to the board, and/ or the group depending on the severity of the incident(s).

If a board member voluntarily or involuntarily leaves the board of directors, a majority group vote may be held to appoint a new board member.

A new board member may be co-opted by the board itself based on the knowledge and/ or experience of the said individual.

Reevaluation and possible employment of new or more board members will be considered on a yearly basis.

IV.) Meetings

General meetings, (group meetings), are to be held every Tuesday from 3:00 p.m. until until 3:45 p.m. in room 9 at Findlay High School.

There will remain a zero tolerance policy on discrimination at any meeting, and/ or event where individuals are representing the group. Not complying with this policy may result in the discontinuance of membership to the group.

General meetings will be held for a variety of purposes. A list of those purposes are shown below.

- To provide support to fellow members/ peers
- To discuss topics based on the interests of the group
- To solve issues within the group/ community
- To provide a safe- environment for socialization and for people to express themselves freely
- To open the barriers between the LGBT community, and the straight community
- To address discrimination in the school and community against people of different identities, orientations, and minority groups
- To build a sense of community

General meetings will consist of various agendas, whereas some meetings will simply be for the purpose of socializing, and bonding.

Group votes at general meetings will be held to solve and determine various aspects/ discussions for the group. These group votes will be held by the raising of hands, and the discussion of all of the parts of the decision. Every member has equal say and equal importance to every vote.

Monumental decisions will be made by consensus decision if deemed necessary.

V.) Finance

The financial aspect of the group is to be organized and updated by the board's treasurer. The money brought in from donations, and fundraising is to be added to FHS's Student Activities Account, and transactions will be ran through the Student Activities Director.

All fundraisers are to be approved by the board of officers, and to be built by the group itself. The board does have the right to create a fundraiser without the accompaniment of the group, but all fundraisers are to still be ran through a majority vote at a general meeting for approval.

Any approval required by the FCS and/ or FHS administration will be the responsibility of the board of officers.

VI.) Dissolution

If there were to appear a situation where the group lost the viability required by loss of necessary support or resources, the board of directors would call a special general meeting with all members of the group to discuss the dissolution of the group.

The remaining finances of the group after the dissolution would be put forth to pay off any debts the group possesses. The remaining funds would be donated to an LGBT support group of the group's decision.

Conclusion

The group is to have say in every decision, and every person is to receive equal opportunity and decision in a general meeting.

Any unresolved problems or any part that may be missing in this constitution, is to be resolved and decided by the Board of Directors.

The FCS and/ or FHS administration has the right to add or change any aspect of the constitution.

Equality and community is of most importance in all decisions.

John Fowler