

**ELMWOOD LOCAL SCHOOLS  
BOARD OF EDUCATION**

**Regular Meeting – Monday, July 13, 2020 / 6:00 p.m.  
Virtual Meeting via ZOOM  
Bloomdale, Ohio 44817**

Board minutes are not official until approved at the August 2020 board of education meeting.

I. Roll: Time \_\_\_\_\_

Mrs. Davis \_\_\_\_\_  
Mrs. Endicott \_\_\_\_\_  
Mr. King \_\_\_\_\_  
Mr. Lee \_\_\_\_\_  
Mrs. Reynolds \_\_\_\_\_

II. Call to Order

At this time, we will call the meeting to order.

III. Pledge of Allegiance

IV. Acceptance of Minutes of Previous Meetings:

- Regular Meeting, June 22, 2020

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

V. Adjustment of Proposed Agenda for Tonight’s Meeting

Superintendent Borton will make any changes to the agenda at this time.

VI. Superintendent’s Recognition and Updates

VII. Hearing of the Public

At this time, any person that has signed the sheet to address the Board may do so.

TREASURER’S REPORTS

VIII. Financial

- a) It is recommended that the financial statements for the month of June be approved as presented by the Treasurer.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

SUPERINTENDENT’S RECOMMENDATIONS & REPORTS

IX. Consent Agenda

- a) It is recommended that Board Policy #7540 – Acceptable Use, E-Mail, & Internet Safety Policy, be approved for the 2020-2021 school year. (No Changes)
- b) It is recommended to approve the 1 on 1 Chromebook Guidelines and Agreements document for the 2020-2021 school year. (No Changes)
- c) It is recommended that the contract between the Wood County Hospital Rehabilitation Services and the Elmwood Local School District for Athletic Trainer Services be approved for the 2020-2021 school year, for \$7, 500. (Exhibit A)

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

X. Action Agenda

**July 13, 2020 Meeting Agenda**

- a) It is recommended to adopt a calamity day alternative make-up plan through e-learning (blizzard bags) and to approve any blended learning plan as required by the state.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

- b) It is recommended that the Board approve the Policy updates. (Exhibit B)

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

**XI. Building Reports**

High School / Middle School / Elementary

- All offices scheduled to reopen to the public on July 27, 2020

**XII. Legislative Update**

**XIII. Board Member Comments**

- The next Board meeting is scheduled for \_\_\_\_\_.

**XIV. Adjournment – Time \_\_\_\_\_**

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_

\_\_\_\_\_  
LuAnn Vanek, Treasurer

\_\_\_\_\_  
Melanie Davis, Board President



Rehabilitation Services

EXHIBIT A

950 W Wooster St.
Bowling Green, Ohio 43402
Phone: 419.354.8950
WoodCountyHospital.org

Wood County Hospital of Bowling Green, Ohio, a non-profit corporation
agrees to provide the following Athletic Training services to
Elmwood High School for the 2020-2021 school year.

- I. A qualified athletic trainer assigned by the Sports Medicine Section of the Rehabilitation Services
Department of Wood County Hospital will be responsible for the following:
1. To act as a reasonable and prudent professional by following the guidelines and standards
of the National Athletic Trainers Association (NATA) and the Athletic Trainer's Section of the
Occupational Therapy, Physical Therapy, and Athletic Trainers Board, State of Ohio.
2. To attend those practices and games agreed upon by the Athletic Trainer and the
Athletic Director.
3. To evaluate injuries that occur during scheduled and supervised practices and/or games;
management of injuries includes, but is not limited to, sidelines/training room, and
splinting/immobilization of injury as deemed necessary.
4. PHYSICIAN REFERRAL PROCEDURE will be as follows: Wood County Hospital Sports
Medicine/Athletic Trainers will assess student athletes athletic related injuries that are
reported to them and concur with the Parents/Guardian in the event a Physician referral
is indicated. Wood County Sports Medicine/Athletic Trainers will refer to Bowling Green
Orthopedics or Wood County Advanced Orthopedics, who as Team Physicians, work jointly
together in the care for athletic injuries. The Athletic Trainer assigned to your school, as per
State of Ohio law, works under these physicians and follows their guidelines. Any student
athlete seen by another outside Physician, must follow their orders and be released to
participate by that Attending Physician. In the event of administrators or coaches, who
become overly involved in the Physician referral process, Wood County Hospital Sports
Medicine may defer coverage of a sport if other medical agencies become involved in the
care and referral process for the student athletes.
5. To provide care upon referral of a physician for treatment and rehabilitation of the athlete,
depending upon availability of the Athletic Trainer.
6. To recommend to coaches/administration:
A. Athlete's ability to safely return to competition.
B. Environmental conditions that may be hazardous to the athlete's health
and well-being such as lightning, temperature extremes - heat, humidity,
and cold; unsafe field conditions.
7. To assist in the development of pre and post-season conditioning programs when
requested.

Depend on us.

- 8. To supervise student athletic trainer:
A. University/College students:
1. Must be registered for credit in a practicum/internship or an
independent study for athletic training.
2. Must have university/college supervisor.
3. Must work under supervision of the Athletic Trainer.
B. High School Students:
1. Must be assigned by the Athletic Director and supervised by the
Athletic Trainer.

II. This contract shall include the following services provided by Wood County Hospital:

- 1. Average 20 hours per week. Based on the season's sports schedules, the Athletic
Trainer will provide a comprehensive schedule of coverage including day, date, and
time. Coverage of athletic activities beyond the initial 20 hours may be billed at the
rate of \$30.00 per hour.
a. Collision (football)
b. Contact (wrestling, basketball)
c. Non-contact (baseball, softball, golf, volleyball, track and field)
> Athletic Trainer will be On Call for Freshman sports
> Any conflicts will be discussed by the Athletic Director and the Athletic Trainer.
> Time begins when the Athletic Trainer arrives at the school grounds.
> When away contest coverage is required, travel time is considered as part
of the coverage time.
2. Home coverage conflicts will be discussed by the Athletic Trainer and the Athletic Director.
3. Scheduled contests occurring over the holiday vacation will be covered.
4. When Elmwood High School is closed (Inclement weather), there may be no Athletic
Training services that day.
5. Athletic Training coverage for OHSAA sponsored post-season events, conducted at
Elmwood High School will not be the responsibility of Wood County Hospital. The
Athletic Director and Athletic Trainer can discuss any additional coverage including cost.
6. Wood County Hospital will continue to provide the Sports Medicine/First Aid Seminars for
certification of athletic staff, coaches, and directors of student's extracurricular activities
as required by the Ohio Department of Education. This will be conducted in 2020 - 2021
per contracts with Wood County Hospital, or on an individual sign-up basis.

EXHIBIT A

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**EXHIBIT A continued**

7. It is recommended, when agreed upon by the parents, that athletes be referred to the Sports Trauma Clinic conducted at Wood County Hospital on Saturday mornings as scheduled from 8:30 AM to 9:30 AM for evaluation by the athletic trainer and a sports medicine physician, without charge. Customary fees will be charged for diagnostic testing and for braces and splints. The Sports Trauma Clinic will be closed on holidays.

III. In return for the Athletic Training services provided, Elmwood High School Agrees to provide to the Athletic Trainer:

1. Payment for Athletic Training services in the amount of \$7,500. Payments will be due according to the following schedule: \$3,750 by September 30, 2020, and \$3,750 by January 31, 2021.
2. A room, to be called a Training Room, in which the Athletic Trainer may perform injury evaluations, treatments, strapping, and bracing.
3. Supplies and equipment necessary to provide first aid care, injury evaluations, protective strapping, bracing, injury treatment, and daily record maintenance.

Supply list for training room:

- |   |  |
|---|--|
| Alcohol, gallons and swabs                                | Heel and face pads   |
| Ankle braces  | Ice bags   |
| Antibiotic ointment                                       | Kling - 3" 4", sterile and non-sterile                     |
| Antiseptic spray, ointment, soap                          | Knee immobilizers - medium, large and extra large          |
| Arm slings, medium, large, extra large                    | Moleskin - sheets and rolls                                |
| Band Aides - various sizes/kinds                          | Nose plugs   |
| Bite Stick  | Peroxide   |
| Blister materials   | Pre-wraps  |
| Blood cleaner items                                       | Rosin  |
| Butterflies/steri-strips                                  | Saline solution - pint-size bottles                        |
| Cinder suds   | Save-a-Tooth   |
| Cleaners - various kinds                                  | Scissors - bandage, sharp point, heavy duty                |
| Cooler - various sizes                                    | Second skin  |
| Crutches - various sizes                                  | Skin lube  |
| Elastic wraps - 2", 3", 4", 6" singles,<br>4", 6" doubles | Tape - various kinds and sizes                             |
| Eyewash   | Tongue depressors  |
| Foam and felt sheets ¼" and ½" thickness                  | Trainer's angels   |
| Gauze - sterile and non-sterile                           | Tuf-skin   |
| Gloves  | Assorted items based on need such as splinting<br>supplies |

Fall Coverage

Monday through Thursday 2:30 p.m. to 6:30 p.m. including practice for football and partial for volleyball. Coverage will include all varsity football, and home volleyball games. Game coverage will begin at the conclusion of football practice.

Winter Coverage

Monday through Friday. Times will vary depending on game schedule. Coverage will include all home varsity basketball games and wrestling meets. When no home contest is scheduled, the Athletic Trainer will be available from 2:30 p.m. - 5:30 p.m. at school and on call after 5:30 p.m.

Spring Coverage

Monday through Friday. Times will vary depending on game schedule. Coverage will include all home softball and baseball games, including Saturday contests, and all home track meets. If all three teams are at home for contests, priority will be softball and baseball, then track. If track has a home meet, and ball teams have practice, priority will be given to the track meet. Coverage will be from 2:30 p.m. - 5:30 p.m. and on call after 5:30 p.m.

**\*\*This Contract may be terminated by either party with a 30 day written notice.\*\***

**ELMWOOD BOARD OF EDUCATION**  
*July 13, 2020*

**EXHIBIT A continued**

Elmwood School District

Date: \_\_\_\_\_ By: \_\_\_\_\_  
Athletic Director

Date: \_\_\_\_\_ By: \_\_\_\_\_  
Board President

Wood County Hospital


Date: 6/29/2020 By:   
Director of Rehabilitation Services

EXHIBIT B

# BOARD POLICY UPDATES

(July 2020)

Number	Section	Title	Status
1520	Administration	Employment of Administrators	Revised
3120	Professional Staff	Employment of Professional Staff	Revised
3120.05	Professional Staff	Employment of Personnel in Summer School and Adult Education Programs	Revised
3120.08	Professional Staff	Employment of Personnel for Co-Curricular / Extra-Curricular Activities	Revised
4120	Classified Staff	Employment of Classified Staff	Revised
4120.08	Classified Staff	Employment of Personnel for Co-Curricular / Extra-Curricular Activities	Revised

\* Revisions to these policies evolved from the enactment of H.B. 491 limiting Treasurer liability regarding confirmation of employee licensure. The law requires notification of valid licensure to be provided to the Treasurer prior to payment by the Superintendent. In addition, policies 3120 and 4120 have been revised to replace reference to "highly qualified" as previously required, with current Ohio licensure requirements which is properly licensed.

2464	Program	Gifted Education and Identification	Revised
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\* Ohio Revised Code (O.R.C. 3324) and Ohio Administrative Code (O.A.C. 3301-51-15) address specific content of District policy and the District's plan for Gifted Education and Identification. These revisions add emphasis to the requirement to provide an "opt-out" of services for students and address the need to follow prescribed timelines (e.g., a transfer student must be evaluated within ninety (90) days; the District must notify parents within thirty (30) days of assessment results).

3120.04	Professional Staff	Employment of Substitutes	Revised
4124	Classified Staff	Employment Contract	Revised

\* Revisions to this policy reflect the changes made for substitute teaching licenses in S. B. 216 and codified in R.C. 3319.226. There are new rules for how long they can work and when the Board must approve them. The contract status for classified now goes 1yr-2yrs-2yrs-2yrs-continuing and also addresses collective bargaining and the above change.

4162	Classified Staff	Drug and Alcohol Testing of CDL License Holders and Other Employees Who Perform Safety-Sensitive Functions	Revised
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\* Annual Random Drug Testing Rate Increase and New FMCSA Clearinghouse. Specific notification and reporting requirements have been added in response to audit recommendations from the Department of Transportation officials.

5460	Students	Graduation Requirements	Revised
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\* The latest changes to graduation requirements were adopted in House Bill 166 and included new requirements for the Class of 2023 and beyond. Among the changes for the Class of 2023, students will be required to earn at least two of twelve recognized diploma seals. The State Board of Education is directed to adopt guidelines for issuing nine of the new State seals. School Districts are required to adopt guidelines and offer at least one of three local seals – the community service seal, the fine and performing arts seal, or the student engagement seal. An optional administrative guideline has been developed for Districts that elect to offer the new local diploma seals for students before 2023. ODE has indicated that it plans to release additional information about the 2023 requirements, including diploma seals, in the near future. Districts should carefully consider whether to adopt the new requirements before ODE releases the guidance.

5460.02	Students	Students at Risk of Not Qualifying for a High School Diploma	NEW
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\* This new policy is provided in response to the requirements of H.B. 166 and is consistent with current guidance from ODE. The policy sets requirements that schools must do for students at risk of not graduating.

6107	Finances	Authorization to Accept and Distribute Electronic Records and to Use Electronic Signatures	NEW
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\* This revision recognizes and authorizes the use of electronic signatures and electronic records for the broader range of applications and transactions that are part of the school business function.

EXHIBIT B

ELMWOOD BOARD OF EDUCATION  
July 13, 2020