

2017-2018

Licking County ESC Services Funding Manual

A VITAL LINK



*Making a
difference
together*

The Licking County Educational Service Center
145 N. Quentin Road Newark, Ohio 43055

Mission Statement

Our Vision:

The LCESC is a vital link for educational services making a difference together for all schools in Licking County.

Our Mission:

To provide leadership and service to meet the individual and collective needs of Licking County schools so that the quality of educational experiences for children is enhanced and improved.

Our Beliefs:

We believe that

We act as role models and leaders for educational excellence by being well informed, highly skilled, experienced, thoughtful, and sensitive to human relations.

We promote communication, encouragement, synergy, and cost effectiveness through cooperative and collaborative experiences.

We foster the strengths of cooperative efforts in the county through cooperative and contracted programs.

We encourage educational networking to link Licking County Schools with the Ohio Department of Education by facilitating information dissemination, monitoring minimum standards, and implementing services required by the Ohio Revised Code.

General Comments

This handbook is a brief outline of the procedures in place at the LCESC to make sense of the many services related to special education, other employment, etc. agreed between the parties for the LCESC to provide on behalf of the participating/client districts.

Contracts and Calendars

Yearly Renewal of Contract Language to be approved by participating Boards

Each year, during February, the LCESC invites each district Superintendent to review services and estimate the next year's costs. Contracts are then provided to review and consider for renewal/approval by participating district Boards between March and May to let the ESC know what services are to be continued for the following year and at what level. A deduct page is to be signed by the participating district for estimated service costs to begin the process of deducts from the State Foundation program beginning July 1 of each calendar year.

A review session is scheduled each fall to study the settlement of costs for the previous year and to look at any changes in services after the school year has begun. These deduct corrections are to be signed by the end of November each year with the Foundation changes to go into effect before or by the January Foundation payments.

Alignment with an ESC

HB153 and Amended HB157 have provided opportunity for districts to give notice to their current ESC if they intend to terminate such alignment with the ESC by March 1, 2012, and again on January 1, 2013, and every two years thereafter.

ORC3313.843 includes a provision for such alignment that provides the **Primary services** to be deducted from their Foundation funds by ODE in an amount of \$6.50 per ADM. Such \$6.50 accumulated amount will be credited toward any service agreed to be provided by the LCESC. If the services that are agreed to are to be deducted on the foundation as well, such alignment will grant an additional credit of **1/2%** on the deduct page to be credited from the balance amount after other credits upon renewal each year effective with FY16 & 17 for services for that current year.

ORC3313.845 provides that districts can purchase services at a **Secondary** level which may include a variety of related and other services as specified by the local district. These services, if included on the Foundation deduct page to be deducted for such services as an estimate shall be credited with **1%** off the balance amounts of programs after other credits applied (with administrative fees already added to their program cost calculations) effective for FY16 & 17. Administrative fees are generally 5% if in Foundation deduct funding; fees for invoiced bills, unemployment charges, worker's compensation on behalf of personnel for a district, and time-sheet payroll may be up to 10%.

Estimated Funding and Related Expenses- Local funding change

For State Funded Districts (for Licking Co – the Local Districts) - The \$6.50 local share will continue to be used toward selected services/ if they are directed back to student funding at the local districts these selected services will be part of the deduct along with any other related services purchased from the LCESC effective FY16 & 17.

Statutory Foundation ORC3313.843

The state budget under HB59 returns the \$6.50, for FY 16 & 17 for Aligned Districts

If the funding remains the same as before, then the \$6.50 per ADM is to be used to help support the efforts of the ESC in providing mandated services to client districts. The amount deducted by ODE shall be applied to shared services up to, and beyond the categories of attendance officer, Gifted Program, BCAC, HR–on-line application membership, curriculum development support, support for “Our Futures,” and administrative development meeting and training programs shall be credited to the district, as has been the practice for a number of years.

Since the supervisory allowance is not in the state budget, it will be permissible for the district to hire such supervisory personnel themselves or continue through the LCESC.

Statutory Foundation ORC3313.845

Districts Outside of the LCESC Alignment May Contract Services through ORC3313.845

Districts not aligned to the LCESC under 3313.843 may purchase single or multiple services from the LCESC at a membership fee established each year outside of the LCESC Cooperative cost structure. The fee for membership (not attendance) shall be \$149.00 per day for ED and MD Programs for the FY18 school year. Lancaster, Big Walnut, Canal Winchester, Licking Heights, Northridge, Logan-Hocking, Northern Local, South-Western City, Westerville, Worthington, Gahanna-Jefferson, West Muskingum, River View, and Reynoldsburg each had such contracts in FY17.

Similar contracts can be made for Early Education Membership at \$125.00 per full time preschool student, \$65.00 per half day student and a base fee of \$40.00 per itinerant students. Additional charges may be negotiated if a student needs evaluation services, other services such as Speech, OT, PT, or a one-on-one aide. The preschool amounts may be recalculated if State decides to allocate preschool units back to schools per proposed budget on a per pupil basis for preschool disabled student count.

Agreements for services with the District Boards

Agreements shall be signed by the Treasurer and Board President of the LCESC Board and then the client district Board. Such agreements shall authorize the Superintendent and Treasurer to sign a deduct page and cover sheet that goes to ODE twice each year if funds are to be deducted from the State Foundation payments. If the agreed upon costs are not deducted from the foundation payments and are to be billed back to the district each month, there may be additional administrative fees added. The Board also authorizes the Superintendent to offer credits when student numbers justify a discount in that year’s estimate and true-up contracts.

Staff employment on behalf of the client district becomes the responsibility of the district. When such staff are released from service, and if they qualify for unemployment or later receive billing for SERS surcharge for them, such costs are passed onto the district as received and with an added administrative fee.

Licking County ESC Services

Facilitates Collaboration with community and Business connections:

- BCAC (Business and Community Advisory Council)
- STEP (Summer Teacher Extern Program)
- JA (Junior Achievement for Licking Co Schools)
- CareerXpress Fair for High School Juniors (about 160 local businesses involved)
- Licking Co Teacher “Coughlin” (Make A-Difference)
- Excellence in Education Award – Business sponsor “Transilwrap”
- Community and Civic Engagement through “Our Futures”
- Chamber of Commerce Education Committee
- STEM Advisory Council at The Works
- Co-Sponsor Annual “Workforce Summit & School Administrator Kick-Off”
- Licking County Foundation “Leaders for Learning” Awards
- Project Search at LMH (in cooperation with LMH and DD Board)

Fiscal Agent and facilitates Grants from:

- Administer Miller Fund for Indigent Student needs
- Early Childhood Entitlement (LCESC and Newark City) Grants
- Early Childhood Special Education, IDEA
- Career and Technical Adult Education-High Schools That Work Region
- ODE Parent Mentor Grant
- ODE School Psych Intern Grant
- Licking County Foundation Technology Grants
- Technology Grant from The Energy Cooperative

Special Education Related Services:

- Adaptive Equipment/Assistive Technology Services
- Educational Paraprofessional Services
- Occupational Therapy and COTA Services
- Special Education Supervisory Services
- School Psychologist Services
- School Psych Intern Program
- Speech Language Pathologist and Intern Services
- CPI Training (Crisis prevention)
- Safety and Violence Prevention Training (Child Abuse)
- Interpreter Services
- Adaptive Physical Education Services
- Physical Therapist Services
- Extended School Year Services
- ESL (English as Second Language) services
- Behavioral Specialist Services

Collaborative Staff Development:

- Conduct regular Curriculum, Gifted, Superintendent, Principal, Maintenance and Transportation Coordinator meetings

Support Services to Families

- Parent Mentor Services
- Supports a lending library of resource materials available to parents
- Conducts workshops for parents
- Parent Education Seminars
- Community Linkages
- Community and Civic Engagement through “Our Futures”
- Surrogate Parent Training & list for Special Ed Students

School Age Multi-Disability Programs

- MD Cooperative Program
- Intervention Specialist as Teachers
- Paraprofessional Aides for the classroom
- Partnership with PBJ Connections (Equine therapy)
- Community work experience for Jr’s & Sr’s
- Career Exploration Services for 6-12
- Evaluation Services
- Extended School Year Services

Evaluation and Early Education Services:

- Child Find and Screenings
- Referral and Intake
- Help Me Grow transitions
- Multi-factored Evaluations; Initial, Autism, Re-Evaluation year long, including summer)
- Special Education Public Preschool Intervention Services Cooperative Grant (587)
- Special Education Preschool Classroom services (fully inclusive and LRE)
- Itinerant services and therapies for preschool students with a disability
- General Education At-Risk Low income Preschool Classrooms Competitive grant (439)
- General Education Preschool services on a parental fee basis
- Parent Education and Engagement Services; Support Group for parents of children with Autism, Incredible Years Program, Triple P, etc.
- Response to Intervention Documentation upon transition to kindergarten
- Services and Therapies available to preschool students with disabilities:
- Behavioral Intervention at center or off-site
- Family and School Connection and Linkage
- Dinosaur School for students with social skill needs
- Therapies; Speech/Language, Occupational, and Physical
- Specially trained paraprofessionals providing social-communication training.
- Early Evaluation and Education Supervision
- Step Up To Quality consultation, supervision, management and Approved SUTQ hours.
- School Psychologist Services
- School Counselor Services
- Extended School Year Services, as determined by an IEP
- “Follow Along” services – for selected students transitioning to Kindergarten
- Summer Enrichment for preschool students with Autism
- Summer Camp for preschoolers; typically developing and with special needs

Professional Employment Services

- Conduct and/or assist in Superintendent, Treasurer/other administrator searches
- Recommend Interim Administrators (and serve as)
- Job Sharing services between districts
- EMIS personnel, Secretarial, Interpreters
- School Psychologist, Speech pathologist and Interns
- Posts District vacancies on the LCESC Website & on the ODE Website

School Age Emotional Disturbance Programs

- Evaluation Services
- ED Cooperative Program
- Intervention Specialist as Teachers
- Paraprofessional Aides for the classroom
- Initiating an Alternative program to suspension and expulsion
- On-line
- Assistive technology support
- Mental Health Component (Behavioral Health Partners)
- Community work experience for Jr's & Sr's

Autism Services

- Evaluation Services
- Autism Cooperative Program
- Intervention Specialist as Teachers
- Autism Certified Paraprofessional Aides for the classroom
- Initiating an Alternative program to suspension and expulsion
- Assistive technology support
- Mental Health Component (Behavioral Health Partners)
- Community work experience for Jr's & Sr's
- TEACCH – Structured classrooms

Gifted Services

- Identification/testing (referral -whole-grade screening) and parent notification
- Consultation services for gifted placement
- Acceleration guidance, meetings, testing
- Early Entrance to Kindergarten testing
- EMIS reporting, including compiling reports and assisting in data input
- District Gifted Self-Report for ODE and Gifted Audit
- Compilation of state level reports and documents
- Quarterly Meeting with gifted teachers
- Mentorship program for 11th and 12th graders
- Career shadowing program for 7th and 8th graders
- High School Quiz Bowl
- Destination Imagination Governing Board member
- Franklin B Walter Award selection of one each year per county
- County-wide nomination and ID process for Visual and Performing Arts
- Consultation during RtI and IAT meetings

HSTW (High Schools That Work) Central Southeast Ohio Region

On-site assistance to align the research-based key practices and conditions of HSTW and MMGW (Making Middle Grades Work) with district/school goals.
Region-wide workshops offered in a variety of locations-minimal cost to sites.
Forums for collaboration among sites to share best practices and concerns.
Access to a variety of resource materials at minimal or no cost to the school.
On-site professional development based on school need.
On-site assistance to analyze the HSTW and/or MMGW Survey results which provide data on classroom practices, school culture, and implementation of the key practices.
Support for a site review process in which best practices are identified and suggestions, resources for improvement are offered.

School Improvement

ODE Trained Value-added specialist to provide workshops, consulting, and materials
Collaboratively planned Professional Development services
Ohio Improvement Process facilitators
Trained consultants - ODE transition to Common Core/Revised Standards
Understanding LRC/Accountability
School Improvement Assessment
Good Behavior Game Coaches
OTES State Trainer
RE State Trainer

Licking County Resident Educator Program

Coaching beginning teachers
Provide professional development, support to Building level and Lead District Mentors
Program Updates for Administrators
Data Management in CORE
Residents and Mentors registered with ODE
Transfer of Records Documented for each Resident
Program planning tool for all districts
Licensure checks for all Residents
Mentor Certification

Miscellaneous:

New Board Member Orientation
Home Education Processing
School Attendance Officer
Residency and Truancy Processing - Facilitate Due Process
Teacher, Administrator and Aide Licensure Assistance
Bus driver physicals / Bus driver certification – option by district selection
Criminal Records check - BCII and FBI fingerprinting processing
Substitute Teacher and Educational Aide recruiting, processing and approval
Hosts the Yearly County-Wide Boards Dinner and planning a special feature
Representation to Ohio Association - Gifted Children and Gifted Coordinators Central Ohio
Keep districts informed of opportunities for gifted students – Summer Enrichment Fair
Gifted Parent Nights / Gifted Advocacy
Provide consulting/Professional Development for parents and teachers

Licking County ESC Service Costs

The Licking County ESC offers the flexibility to customize our services in order to meet the specific needs and requests of school districts. Other services not listed here may be available, as well as different options of delivery of services. We welcome all inquiries. Service costs listed below are based on the estimated costs for the 2016-17 school year and may be subject to change/negotiation. All costs for listed services may change depending upon the level of government funding and /or supply and demand within each program.

Educational Services:

Attendance Officer	\$260.00 per day/or \$3.15 per ADM
Adaptive PE	\$275.00 per day
Educational Consultant (Supervisor)	\$399.00 per day
Educational Aides	\$ 92.00 - \$226.00 per day
Occupational Therapists	\$389.00 per day
COTA / RBT	\$275.00 per day
Physical Therapists	\$389.00 per day
Psychologist	\$425.00 per day
Social Worker	\$380.00 per day
Speech and Language Therapist	\$389.00 per day
Behavioral Analyst	\$425.00 per day

Programs:

One-on-One Aide-PS, MD, ED	\$17,632.00 - \$30,000.00 per year (<i>in addition to program/seat cost</i>)
MD Program (Multiple Disabilities)	\$29,000.00 per year
Autism Program	\$29,000.00 per seat (year)/beyond seats \$185.00 daily
ED Seat purchase option	\$22,600.00 per seat (year)/beyond seats \$149.00 daily
Alternative Suspensions/Expulsions	\$4,499.00 per seat (80 days)/beyond seats \$59.00 daily

Other services:

Residency Program	Subject to # of new teachers/# of mentors needed
Gifted Program Coordinator (3 district share)	\$30,000.00 per year (includes mentorship & Shadowing programs)
Purchase - Gifted <u>Mentorship</u> per HS Student	\$425.00 for a semester program
And/or - Gifted <u>Shadowing</u> per MS Student	\$99.00 for a semester program
(If not using the Gifted Program Coordinator)	
Ohio REAP	\$1,009.00 per year
Our Futures	\$1,000.00 per year
BCAC Support	\$1,250.00 per year
Administrative Prof. Development	\$1,500.00-\$2,500.00 per year
Curriculum Updates	\$1,250.00 per year
Home School request processing	\$1,000.00 per year (non-aligned district)
Bus Driver Physical	\$50.00-\$55.00 per physical
Fingerprinting Services	\$35.00 BCI or FBI - \$65.00 BCI & FBI

Daily rates are based on the cost to provide the service, excluding any district specific requests. Variables affecting costs include, but are not limited to salary, fringe benefits including health insurance, Medicare and retirement as well as administrative/fiscal overhead, mileage, professional development offerings, tuition reimbursement program, equipment/supplies and other support needed to provide the service.

All costs are calculated on a cost reimbursement basis. Program costs are calculated based on the number of months students are enrolled. The more months students are enrolled in the programs result in lower shared costs to districts. Costs are estimated and recalculated at the end of the fiscal year.

Phoenix Central ED Seat Agreement

116 West Church Street, Newark, Ohio 43055

(A Licking County ESC program facility)

The LCESC is proud to have secured the facility at 116 West Church Street to provide greater space to provide additional opportunities for services to our area schools. The ED Program, comprising of students with emotional challenges, is the larger part of the offerings.

For **FY18** our seat cost will be **\$22,600.00**. Once you have secured the seats you think you need for next school year, any students you wish to place in our program beyond filling your seats, will be at a membership cost of \$149.00 per day. (The \$22,600.00 cost per day would be about \$127.00).

If your district would like to participate in this costing by seat manner or if your district would like to continue paying by the \$149.00 per day daily rate method, please indicate that on this form and return it to us along with the contract. If you place a student in the program at the daily rate of \$149.00 for the entire year the total cost for that student would be \$30,098.00.

The last date to purchase any additional seats above your original seat purchase is September 30th. If you choose the seat cost method your district will be invoiced for the first half of your seat cost in October and the second half in January. If you choose the daily rate method you will be invoiced monthly.

Phoenix Central is also offering a program for Autistic student's grades 3-12.

For more information or any questions, please contact Director of Phoenix Programs Terri Jones at 740-345-3290 or Assistant Treasurer Sheryl Johnson at 740-349-6085.

.....
____ Yes, my district would like to purchase seats for the ED Program for students in K-12:
Number of seats _____ x \$22,600.00 = \$ _____

____ No, my district would not like to purchase seats for the ED Program but would rather remain being charged the daily rate of \$149.00.

District _____

Supt _____

Treasurer _____

Date _____

Autism Seat Agreement

116 West Church Street, Newark, Ohio 43055

(A Licking County ESC program)

The LCESC is proud to have secured the facility at 116 West Church Street to provide greater space to provide additional opportunities for services to our area schools. A program for grades three (3) through twelve (12) students will be served at the Phoenix facility and K-2 will continue to be served at Garfield Elementary.

For **FY18** our seat cost will be **\$29,000.00**. Once you have secured the seats you think you need for next school year, any students you wish to place in our program beyond filling your seats, will be at a membership cost of \$185.00 per day. (The \$29,000.00 cost per day would be about \$163.00).

If your district would like to participate in this costing by seat manner or if your district would like to continue paying by the \$185.00 per day daily rate method, please indicate that on this form and return it to us. If you place a student in the program at the daily rate of \$185.00 for the entire year the total cost for that student would be \$37,370.00.

The last date to purchase any additional seats above your original seat purchase is September 30th. If you choose the seat cost method your district will be invoiced for the first half of your seat cost in October and the second half in January. If you choose the daily rate method you will be invoiced monthly.

For more information or any questions, please contact Autism Program Supervisor Sarah Kieffer at 740-349-4988 or Assistant Treasurer Sheryl Johnson at 740-349-6085.



_____ Yes, my district would like to purchase seats for the Autism Program for students in K-12:

Number of seats _____ x \$29,000.00 = \$ _____

_____ No, my district would not like to purchase seats for the ED Program but would rather remain being charged the daily rate of \$185.00.

District _____

Supt _____

Treasurer _____

Date _____

Phoenix Central Alternative Placement for Suspension /Expulsions

(A Licking County ESC program facility)
116 West Church Street, Newark, Ohio 43055

In 2017-18 Phoenix will be implementing an **alternative school option**. This will allow school districts to participate making temporary alternative placements “in lieu” or in “abeyance” of serving a suspension or expulsion. These are regular education students who are being suspended or expelled for a fixed number of days where attendance and credit will be given if completing such alternative assignments in this program. Additional rules are attached to this document that spell out the terms of the agreement.

For FY18 - our alternative school membership of at least one seat will be required. The membership seat of 80 days will cost **\$4,499.00**. Once you have secured the seat, any number of students may be assigned to use the cumulative amount of 80 days during the year. Once membership days are used, additional student days will cost \$59.00 per day for the remainder of the year.

Participation can be in either/or/both the High School and Middle School programs. If the ESC receives at least 12 seat purchases each in the same program (HS/MS) that level of program can be offered. A deadline for the District Agreements to participate will be May 26, 2017.

If your district would like to participate in this alternative school option, please let us know by using this page as a contract commitment/Agreement.

If you have any questions, please contact Director of Phoenix Programs Terri Jones at 740-345-3290 tejones@laca.org.

.....
Yes, my district is committed to purchase seats for the Alternative-in-lieu of suspension program in **2017-18**:

Number of **HS (Grades 9-12) # of seats** _____ x \$4,499.00 = \$ _____

Number of **MS/JH (Grades 6-8) # of seats** _____ x \$4,499.00 = \$ _____

Number of **Elementary (Grades 1-5) # of seats** _____ x \$4,499.00 = \$ _____

District _____

Supt _____

Treasurer _____

District Contact Person _____

Date _____

(More Guidelines – attached)

Phoenix Central
Alternative Placement
For Suspensions/Expulsions
(A Licking County ESC program facility)
116 West Church Street, Newark, OH 43055

1. Three programs will be offered: **Grades K-5; Grades 6-8; Grades 9-12.**
2. In order to operate, there has to be a commitment of twelve seats per program at a cost of \$4,499.00 for 80 days. If additional seats are required, the cost will be \$59.00 per day.
3. If there is seat availability, you can place more than one student at a time.
4. If the placement is less than ten days, the district will be required to provide the student's work.
5. Placements for over 10 days will be provided with online courses through FuelED or the online programs used by the district.
6. A mental health component (provided by BHP) will be in place to address the issues that caused the student's suspension/expulsion.
7. Weekly reports will be provided to superintendents/principals and district contact person that document attendance, behavior and academics.
8. If a student is involved in a major incident, the Director of PC will contact the superintendent to discuss consequences.
9. The student will return to the home school after successful completion of academics and attendance for the number of days assigned. If a student is absent for any reason, they do not receive credit for days missed.
10. Prior to enrollment, the district must provide emergency contact information, the reason for placement, a copy of grades and any IEP, ETR or 504 plan if applicable.
11. Students must adhere to the student code of conduct.
12. LCESC Policy Guidance is provided in # **5600**.

Policy

**BOARD OF EDUCATION
LICKING COUNTY EDUCATIONAL SERVICE CENTER**

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STUDENT DISCIPLINE

The Governing Board acknowledges that conduct requires an orderly school environment and the effectiveness of the educational program is, in part, reflected in the behavior of students.

The Board believes that the best discipline is self-imposed and that students should learn to assume responsibility for their own behavior and the consequences of their actions. The Board has zero tolerance of violent, disruptive or inappropriate behavior by its students.

The Board shall require each student of the LCESC to adhere to the Student Code of Conduct/Student Discipline Code adopted by the Governing Board, in cooperation with participating districts, and to submit to such disciplinary measures as are appropriately assigned for infraction of those rules. Such rules shall require that students:

- A. Conform to reasonable standards of socially-acceptable behavior;
- B. Respect the person and property of others;
- C. Preserve the degree of order necessary to the educational program in which they are engaged;
- D. Respect the rights of others;
- E. Obey constituted authority and respond to those who hold authority.

The Student Code of Conduct /Student Discipline Code designates sanctions for the infractions of rules, excluding corporal punishment, which shall:

- A. Relate in kind and degree to the infraction;
- B. Help the student learn to take responsibility for his/her actions;
- C. Be directed, where possible, to reduce the effects of any harm which may have been caused by the student's misconduct.

Students may be prohibited by authorized school personnel from participating in all or part of co-curricular and/or extra-curricular activities without further notice, hearing or appeal rights. A student who has been disorderly on a school bus may be suspended from transportation services consistent with Board policy and the Student Code of Conduct/Student Discipline Code in cooperation with participating districts.

Policy

**BOARD OF EDUCATION
LICKING COUNTY EDUCATIONAL SERVICE CENTER**

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The Superintendent shall publish to all students and their parents the rules of the LCESC regarding student conduct and the sanctions, which may be imposed for breach of those rules. Such publication shall be included in student hand books, wherein included is a signature page for the parent acknowledging receipt of such conduct code to be signed and returned to appropriate program administrators.

The Superintendent, principals, and other administrators shall have the authority to assign discipline to students, subject to the Student Code of Conduct/Student Discipline Code and, where required by law, to the student's due process right to notice, hearing, and appeal.

Pursuant to Sections 3313.66(I) and 3313.533(A)(1), the board of education of the school district of a suspended or expelled student may provide educational services to the student in an alternative setting during the student's suspension or expulsion period.

Commencing with the 2017-18 school year, Phoenix Central will be implementing a new alternative school option for participating school districts. This will allow school districts to make temporary alternative placements for students serving a suspension or expulsion. Placement at Phoenix Central will be "in lieu" of serving the suspension or expulsion. During the placement, the student's suspension or expulsion will be held "in abeyance" while the student completes the assigned curriculum and/or other programs.

For the placement to be "in lieu of" a student's suspension or expulsion, the student will be temporarily placed at Phoenix Central for the term of the suspension or expulsion. During this term, the student will complete an assigned curriculum and/or other programs to be determined by the Phoenix Central staff, in conjunction with the student's home school district. During the student's placement, his/her suspension or expulsion is held "in abeyance", provided the student successfully completes his/her assigned curriculum and/or other programs.

Upon successful completion, the student will receive credit for his/her attendance and completion of all assigned schoolwork from the student's home school district for the term of the student's suspension or expulsion.

During the term of the student's placement at Phoenix Central, Phoenix Central reserves the right to remove the student from the program for violations of the school's Student Code of Conduct. If Phoenix Central determines that removal of the student from his/her temporary placement is necessary, the term of the student's suspension or expulsion will be imposed at that time. [Should spell out what this means for the student, i.e., consequences attached to serving actual suspension or expulsion.]

Phoenix Central reserves the right to refuse to accept students who are suspended or expelled for weapons violations, assaults, and/or drug-related issues.

Policy

BOARD OF EDUCATION
LICKING COUNTY EDUCATIONAL SERVICE CENTER

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In the case of accepting a student where the assignment to an LCESC Program, such as Phoenix Central, is made "in lieu of" suspension or expulsion, or where the student's suspension or expulsion is held "in abeyance", by the student's home district, the LCESC may use an emergency removal process to activate such placement if such action is warranted. A written report and/or direct telephone call with the student's home district representative regarding such action will be provided to the district as soon as possible (within one day).

Teachers, school bus drivers, and other employees of this Board and participating districts having authority over students may take such action as may be necessary to control the disorderly conduct of students in all situations and in all places where such students are within the jurisdiction of this Board and when such conduct interferes with the educational program of the schools or threatens the health and safety of others.

Discipline on participating district vehicles shall be the responsibility of the driver on regular bus runs and home school principal. When Board vehicles are used for field trips and other Board activities, the teacher, coach, advisor, or other LCESC Board employee shall be responsible for student discipline. If a student becomes a serious discipline problem on a vehicle, the Superintendent and/or his/her designee may suspend the transportation privileges of the student providing such suspension conforms with due process. The procedures for suspension are set forth in the Student Code of Conduct/Student Discipline Code and Board Policy [5611](#) – Due Process Rights.

When an Out-of-School Suspension (OSS), In-School Suspension (ISS), or an expulsion has been issued, a copy shall be given to the parent and student, a copy to the Superintendent, and a copy shall be forwarded to the Treasurer's Office.

No student is to be detained after the close of the regular school day unless the student's parent has been contacted and informed that the student will be detained. If a parent cannot be contacted, the student should be detained on another day.

R.C. 3313.20, 3313.66, 3313.661, 3315.07, 3327.041

A.C. 3301-35-03(G), 3301-83-08

Adopted: December 14, 2004

Revised: April 18, 2017