

RECORD OF PROCEEDINGS

Minutes of Bowling Green Board of Education Regular Meeting

Held High School Library October 18 20 16

Bowling Green Board of Education
Bowling Green, Ohio
October 18, 2016
Regular Meeting

The regular meeting of the Bowling Green Board of Education was called to order by President Walker at 5:00 p.m. in the High School Library.

Roll Call: Present: Carr, Clifford, Scholl, Stewart, Walker
Absent: None

Special Recognition

High School Golf Boys – 2016 NLL League Championship

Jack Hanus*	Brett Rich*	Alexander Messenger**
Isaac Elsasser***	Preston Morman***	Garrett Dunn
Coaches: Kyle Hackenberg & Jacob Tapley		
*NLL 1 st Team	**NLL 2 nd Team	***NLL 3 rd Team

Middle School Cross Country Boys – 2016 NLL League Championship

Kolin Atwood	Thompson Black	Matthew Bowlus	Kyle Brackenbury
James Eddington	Matthew Fallis	Ethan Ferguson	Nicholas Gaskins
Evan Jiang	Jacob Jicha	Luke Johnson	Elijah Kendrick
Cyrus Koogan	Aaron Lamb	Gavin Lammers	Hayden McCracken
Alexander Meredith	Andy Messenger	Thomas Rigel III	Tyler Sayen
Jonathan Sayer	Jordan Schuman	Trevor Shore	Elijah Smith
Hunter Smith	Gavin Sudlow	Jack Suelzer	

Coaches: Kristi Krupp & Paula Williams

High School Golf Girls – 2016 NLL 1st Team and Player of the Year

Macy Hanus
Coaches: Paige Bulkeley & Meredith Taylor

Special Presentation

The Lockdown Co. – Rob Couturier, Owner: The Boot

10766 It was moved by Carr, seconded by Scholl to direct the Superintendent and Treasurer to proceed with negotiation and purchase of The Boot and Room Identifiers for all facilities at a cost of \$106,108.00.

Roll Call: Ayes: Carr, Clifford, Scholl, Stewart, Walker
Nays: None Motion carried.

Showcase Presentation

"A day in the life of our students!" -- Jim Lang

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The Superintendent's report was the following statement:

We live in a great Country with freedoms like none other. Men and women have fought, continue to fight, and have died to protect those rights and freedoms that are guaranteed under the Constitution. The Constitution has existed since September 17, 1787. In those 229 years of existence, there have only been 26 amendments made. This document has governed our Nation and allowed us to live freely with protections and guarantees not found anywhere else in the world.

Currently our Nation is experiencing one of the most trying times in its history. We have a Presidential race that is challenging political parties, genders, ethnicities and the very freedoms that the Constitution protects. In addition, we have unrest in our communities with violence and people and police officers being shot on a regular basis. We have professional athletes using their popularity to take political and societal stands and using their stage to make those statements in front of the world. We certainly are living in a time that few of us have experienced in our lifetimes.

Most recently, Colin Kaepernick of the SF 49ers chose to protest what is happening in our Nation by peacefully protesting and taking a knee during the National Anthem. This has been met with criticisms as well as applause. While I personally do not agree with his stance and approach, I do respect his right as an American Citizen to exercise his right under the Constitution. As is the case many times, when famous people take a stand a movement ensues. This movement has been seen throughout professional sporting events, collegiate contests, and now at even the High School level.

At Bowling Green City Schools we believe in upholding the rights of our students and appreciate their ability to grow as productive citizens. We want to help them understand the world and develop a "voice" to stand up for themselves and others in a respectful and positive way. Recently, one of our varsity sports teams has had several student

athletes exercise their right to protest the perceived injustices happening throughout our Country. Like Kaepernick this has been met with applause and criticisms. The district will not infringe on students and deny them their right under the Constitution to peacefully protest what they believe in.

Bowling Green has become a Not In Our Town Community and I want to congratulate NIOT on celebrating its 3rd anniversary. The basic philosophy of NIOT is to accept the individual differences and different opinions that exist in our communities and Country with tolerance, understanding, and celebration that we have the freedoms to be who we are and say what we believe. We are a Nation founded on accepting the tired, the weak, the hungry, and the poor. Our forefathers certainly did not agree but created a living document that allows us to protest and ultimately resolve our differences peacefully.

As adults we have to serve as role models for our students but also support them and help them grow. Whether we agree or not, it takes courage to stand up for what a person believes in and to do so in a respectful and peaceful manner.

The Bowling Green City Schools will not condone nor deny peaceful protests by our students but will respect those rights while exercising their rights within the law. We thank you for your continued support and as always Bobcat Proud.

10767 It was moved by Scholl, seconded by Stewart to approve the minutes of the regular meeting of September 20, 2016.

Roll Call: Ayes: Clifford, Scholl, Stewart, Walker, Carr
Nays: None Motion carried.

10768 It was moved by Stewart, seconded by Clifford to approve the listing of expenditures and investments made September 1 through 30, 2016, and the Treasurer's monthly report.

Roll Call: Ayes: Scholl, Stewart, Walker, Carr, Clifford
Nays: None Motion carried.

10769 It was moved by Carr, seconded by Scholl to approve personnel as recommended by the Superintendent.

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CERTIFICATED PERSONNEL:

Retirement

Pamela Day -- Elementary Title 1 Reading -- effective July 1, 2017.

Employment -- Auxiliary Service/Non Public Allocation Federal Funds Personnel for 2016-2017

Jamie Hobling -- Title I Reading Tutor / Auxiliary Services - \$24.57 per hour
Up to 4.5 hours per week / 31 weeks per year -- effective October 17, 2016

Bailey Gooderl -- Title I Reading Tutor / Auxiliary Services - \$24.57 per hour
Up to 4.5 hours per week / 31 weeks per year -- effective October 17, 2016

Leave of Absence Adjustment

Kristen Instone From: October 10, 2016 -- December 16, 2016 (approved at 9/20/16 Bd. Mtg)
To: October 3, 2016 -- December 16, 2016

Using available sick leave, plus leave without pay

Employment / Supplementals for 2016-2017

Benjamin Marshall -- Key Club Advisor -- High School

Margaret Convery -- SAB Advisor -- High School

Resignation -- Supplementals for 2016-2017

Alexis Rogers -- Basketball Coach Girls 8 -- Middle School -- effective October 12, 2016

SUPPORT PERSONNEL:

Resignation

Jenilee Myers -- Custodian 2nd Shift -- Conneaut Elementary
Effective October 6, 2016

Mary Jo Venis -- Cashier/Worker -- High School
Effective October 27, 2016

Angela Segura -- Playground Monitor -- Conneaut Elementary
Effective October 13, 2016

Probation to Provisional

Heather Weillau -- Secretary -- Crim Elementary - effective October 6, 2016

Leave of Absence Adjustment

Darlene Hecht From: August 23, 2016 -- October 2, 2016 (approved at 9/20/16 Bd. Mtg.)
To: August 23, 2016 -- October 16, 2016

Leave without pay

Employment

Margarita Scott -- Maintenance Worker 1
Effective October 17, 2016; Experience Factor 3; 85 working day probation

Todd Lashuay -- Bus Driver
Effective October 10, 2016; Experience Factor 0; 85 working day probation

Lynn Pupik -- Custodian 2nd Shift -- Conneaut Elementary
Effective October 17, 2016; Experience Factor 1; 85 working day probation

Michael Ackley -- Bus Driver
Effective September 26, 2016; Experience Factor 2; 85 working day probation

Transfer / Promotion

Ronald Bechstein From: Bus Driver
To: Mechanic

Experience Factor 5; 60 Work Day probation; Effective October 18, 2016

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Camron Woodward From: Food Service Cashier - Middle School
To: Custodian - Central/Bishop Road/Floater - 1st Shift
Experience Factor 0; 60 Work Day probation; Effective October 14, 2016
(Will continue to work in Food Service Dept. 3.75 hours per day and will work in Custodial
Dept. 4 hours per day between 10/17/16 and 10/30/16 for a replacement to be hired)

OTHER PERSONNEL:

Approval of a Memorandum of Understanding between BGEA and Bowling Green City Schools
to add language to address the addition of High School Lacrosse Coaches under Appendix E
of the Negotiated Agreement - Supplemental Salary Schedule.

MEMORANDUM OF UNDERSTANDING

THIS AGREEMENT is entered into by and between the Bowling Green City School District
(hereinafter, the "Board") and the Bowling Green Education Association (hereinafter the "BGEA")
on the dates indicated below.

WHEREAS, in regards to Appendix E of the Negotiated Agreement - Supplemental Salary
Schedule.

WHEREAS, the Board, through the agents have met with the BGEA in regards to the Appendix;
and

WHEREAS, the Board and the BGEA, after discussing this salary schedule, wish to add language
to address the approval of Bowling Green High School Lacrosse being recognized as a varsity sport
according to Bowling Green City Schools Interscholastic Coach Handbook, page 31: Criteria for
Adding School Sports.

NOW, THEREFORE, the parties hereby agree as follows:

The following positions shall be added to Appendix E - Supplemental Salary Schedule:

Head Coach - Lacrosse - Supplemental Index of .1650

Assistant Coach - Lacrosse - Supplemental Index of .1150

IN WITNESS WHEREOF, the parties have executed this Agreement on the date noted by their
respective signatures.

Francis R. Scrud, Superintendent
Bowling Green City Schools

Jeffrey... President
Bowling Green Education Association

Date 10/14/16

Date 10-14-2016

Employment / Student Activity Contracts for 2016-2017 (occasional employees in paid/contractual positions)

- Daniel Mundrick - Wrestling Head Coach - High School
William Happel Jr - Lacrosse Head Coach - High School
Mark Koldan - Lacrosse Assistant Coach - High School
Michael Furnas - Basketball Coach Boys 8 - Middle School
Jadon Nichols - Basketball Coach Boys 7 - Middle School

Volunteer Recognitions (Unpaid) - Breakfast Buddies

- Joanne Kessen Eric Myers Linda Myers Sally Blair
Donna Mertz Dan Ginter Nancy Campisi

Volunteer Recognitions (Unpaid) - Library Aides

- Robin Belleville Terri Brand Linda Crawford Abe Diehl
Heather Erekson Nancy Fisher Janelle Friar Chelsea Haas
Amber Hines Maggie Leonard Cindy Messenger Cristal Nelson
Joyce Osterud Amanda Parish Stephanie Rath Heather Reid
Amy Richardson Irene Riemann Stephanie Tyson Mirtha Urica
Jeanette Verhoff Betsy Wilhelm Kathy Bechstein Pattie Jo Butler
Megan Cain-Loera Sriya Chatopadhyay Jenica Chung Leslie Clark
Alita Frater Tom Frater Linda Myers Jen Myers
Nicole Petrey Tara Twigg Rachel Barnett Terri Bateson

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Julie Burton	Linda Duda	Marilyn Flick	Karolina Jursikova
Randy Kreischer	Connie Maunz	Beth McIntosh	Cindy Messenger
Sara Moomaw	Brenda Rathburn	Hayley Rish	Joan Staib
Bonnie Waterfield	Jeanne Westhoven	Rania Haynes	

Employment – Athletic Trainer for Hockey Games

Abigail Nowakowski – Employed on an “as needed” basis at \$25.00 per hour
Effective November 4, 2016 through June 30, 2017

Roll Call: Ayes: Stewart, Walker, Carr, Clifford, Scholl
Nays: None Motion carried.

10770 It was moved by Scholl, seconded by Stewart to approve items as requested:

By the Treasurer

An additional Depository Agreement for a five year period commencing October 1, 2016 through September 30, 2021: PNC Bank

Presentation and adoption of the Five-Year Forecast

By the Superintendent

Contracts for Students with Disabilities for the 2016-2017 school year with:

Elmwood Local Schools for two special needs students
(one effective August 15, 2016 – October 4, 2016 only)

Anthony Wayne Local Schools for one special needs student

Findlay City Schools for one special needs student

Contract between Wood County Board of Developmental Disabilities and the Bowling Green Board of Education to provide or contract for special education and related services provided to BG students ages 5 to 21 years effective for the 2016-2017 school year.

AGREEMENT BETWEEN:

THE WOOD COUNTY BOARD OF
DEVELOPMENTAL DISABILITIES
and
THE BOWLING GREEN CITY SCHOOL
DISTRICT BOARD OF EDUCATION

I. PREAMBLE

Whereas, the Wood County Board of Developmental Disabilities (Wood Lane) is authorized pursuant to Ohio Revised Code 5126.05(A)(4) to provide or contract for special education services and ensure that related services are available according to the plan and priorities of such Board,

Whereas, Wood Lane is, pursuant to Ohio Revised Code Sections 3323.021 and 5126.04(D) and (E), electing to participate in the provision of educational services directly or by the contracting for the provision of such services, to the extent and according to the terms indicated in this agreement,

Whereas, Ohio Revised Code 5126.05(C) permits and authorizes county boards of developmental disabilities to enter into contracts and agreements with public or private agencies or organizations of the same or another county to provide facilities, programs, and services authorized or required upon such terms as may be agreeable,

Whereas, the Bowling Green City School District Board of Education desires to participate with Wood Lane in the provision of services upon the terms stated herein,

Therefore, Wood Lane and the Board of Education hereby agree as follows:

II. OBLIGATIONS

A. The parties agree that Wood Lane will not provide services directly or by contract to any individuals unless Wood Lane has determined the individual to be eligible for its services.

B. With regard to such child determined eligible in accordance with paragraph II(A) above, Wood Lane agrees to notify the Board of Education of educational planning meetings concerning such child, including all Individual Education Plan (“IEP”) conferences. Wood Lane has the right to have a representative attend all such conferences and shall be permitted to be a signatory to any document, such as an IEP, where the resources of Wood Lane may be affected. Provided that this paragraph shall have no effect unless and until Wood Lane has notified the Board of Education that Wood Lane has determined the individual to be eligible for services pursuant to this agreement and that Wood Lane may be providing services to such individual.

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C. Wood Lane may charge the Board of Education for services provided by Wood Lane directly or by contract only if the Board of Education agrees in writing to pay for such services.

D. If Wood Lane intends, during the next school year, to increase the amount it charges for some or all of the services for which the Board of Education has agreed to pay or if Wood Lane intends to cease offering all or part of any services provided, Wood Lane shall notify the Board of Education of such intention no later than the first day of March of the current fiscal year.

F. If the Board of Education intends to cease obtaining any or all services it obtains from Wood Lane for the next school year or intends to change the type or amount of services it obtains from Wood Lane for the next school year, the Board of Education shall notify Wood Lane of such intention no later than the first day of March of the current fiscal year.

F. The parties shall collaborate with each other and other applicable government entities to maximize sources of revenue, including federal sources of revenue, in order to provide additional funds for special education services including special education related services.

G. If the Board of Education is reimbursed by any source for any services provided by Wood Lane during the term of this agreement and if the Board of Education is not otherwise obligated to pay Wood Lane for such services, the Board of Education shall remit to Wood Lane the amount of such reimbursement within 30 days of the receipt of such reimbursement by the Board of Education.

H. Wood Lane and the Board of Education agree to comply with all applicable federal and state laws and regulations pertaining to services provided by Wood Lane pursuant to this agreement. It remains the Board of Education's legal obligation to provide a free and appropriate education to eligible individuals.

III. FURTHER TERMS

A. Agreement to be Bound: The parties agree to be bound by all the terms of this agreement including the Preamble thereto.

B. Term: This agreement shall be effective for the 2016 - 2017 school year unless extended, modified or terminated as hereinafter provided.

C. Termination: This agreement may be terminated prior to the expiration of the term hereof as follows:

1. Termination by Agreement: In the event Wood Lane and the Board of Education shall in writing mutually agree to terminate this agreement, this agreement shall be terminated on the terms and on the date stipulated therein.

2. Termination for Good Cause: Both parties hereby agree to attempt to settle disputes over obligations set forth in this agreement as reasonably and promptly as possible; however, this agreement can be terminated by either party for cause provided that either party provide written notice to the other party of the defaults that are claimed to have occurred and give that party thirty (30) days within which to cure such defaults.

D. Amendment; Modifications; Extensions: This agreement may be amended, modified, or extended by the mutual agreement of the parties hereto in a written amendment or addendum to be attached to and incorporated thereby into this agreement.

E. Notices: All notices, requests and approvals shall be made in writing and shall be deemed to have been properly given if and when personally delivered, or sent, postage prepaid, by between:

Mr. Brent Baer
Superintendent
Wood Lane School
Wood County Board of DD
1921 East Gypsy Lane Road
Bowling Green, Ohio 43402

and

Mr. Francis Scruel
Superintendent
Bowling Green City Schools
137 Clough Street
Bowling Green, Ohio 43402

F. Entire Agreement: This agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise relating to the subject matter of this agreement that is not contained herein shall be valid or binding.

G. Assignment: Neither party shall assign any rights or obligations under this agreement without the written consent of the other party.

H. Governing Law: The validity of this agreement and any of its terms or provisions, as well as the rights and duties of the parties hereunder, shall be governed by the laws of the State of Ohio.

I. Legal Construction: In the event that any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision and this agreement shall be construed as if the invalid, illegal, or unenforceable provision had never been contained herein.

J. Signature Indicates Authorization: The below individuals state that they have been duly and lawfully authorized to sign this agreement and to bind by their signature Wood Lane or the Board of Education as the case may be.

IV. SIGNATURE

For Wood Lane:

Signature of Brent Baer, Superintendent, dated 9/20/16

For the Board of Education:

Name Superintendent Date

APPROVED AS TO FORM:

Signature of Paul A. Dobson, Wood County Prosecutor

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Request for Student Trips:

For DECA students (Penta Career Center program at BGHS to attend the DECA Sports Marketing Career Event on November 15 to November 16, 2016 in Cleveland, Ohio.
 Advisor: Cara Maxey All costs to be paid by students

Travel to a competition for Model UN students to attend a four day conference at the University of Chicago Model United Nations, Chicago, Illinois February 2, 2017 to February 5, 2017. Advisor: Mary Kern
 Costs paid via student fund raisers, student payments and financial aid applications to the University of Chicago

For a student to continue attendance, tuition free, for the remainder of the 2016-2017 school year due to parent moving out of the district (to Perrysburg Exempted Village School District) after the commencement of classes in the student's senior year of high school, in accordance with Ohio Revised Code 3313.64(F)(10).

Acceptance of gifts:

Valued at \$257.76	Kidney Activity Table	Anonymous, William Boehm, Nicole Driscoll Cary Schutte via DonorsChoose.org	Donation
Valued at \$382.34	5 Lap Trays, 4 Balance	Ball Chairs, Dry Erase Pockets & Lapboard; Clipboard Kit Hughes via DonorsChoose.org	Donation
\$100.00	BG Orchestra	Bill & Melanie Fergusonhn	Donation
\$ 20.00	BG Orchestra	James Nester	Donation
\$100.00	BG Orchestra	Joan Mantel	Donation
\$ 10.00	BG Orchestra	Bruce Corrigan	Donation
\$ 10.00	BG Orchestra	Diane Albright	Donation
\$ 10.00	BG Orchestra	Lonnie Rosenberg	Donation

Acceptance of a Confirmation and Rental Agreement with Heartland Outdoor Environmental Education School for August 28, 2017 to September 1, 2017.



HEARTLAND

3291 County Road 226
 Meringo, OH 43334
 Phone: 740.747.2220 Fax: 740.747.0260
 E-mail: ee@heartlandoutreep.com
 Internet: www.heartlandoutreep.com

**HEARTLAND OUTDOOR ENVIRONMENTAL EDUCATION SCHOOL
 CONFIRMATION AND RENTAL CONTRACT**

School/Organization:	Bowling Green School District	Contact:	Melanie Gorbig
Group:	2017 August-September 8th Grade OES	Address:	1029 Scott Heartland, Bowling Green, OH 43
Contact Day #:	419-859-4700	Contact Cell #:	
Contact Evening #:		Contact E-mail:	mge/big@bgsok.k12.oh.us
Arrive Date and Time:	Monday, August 28, 2017 10:30 am	Fax #:	419-353-0027
Depart Date and Time:	Friday, September 1, 2017 12:00 pm	# of Nights:	4
Meal Schedule:	Monday August 28, 2017 12:00 pm Lunch 228	Monday August 28, 2017 5:15 pm Dinner 220	
	Tuesday August 29, 2017 8:00 am Breakfast - Additional 228	Tuesday August 29, 2017 12:00 pm Lunch 220	
	Tuesday August 29, 2017 5:15 pm Dinner 220	Tuesday August 29, 2017 8:00 pm Food Service - Additional 228	
	Wednesday August 30, 2017 8:00 am Breakfast 228	Wednesday August 30, 2017 12:00 pm Lunch 228	
	Wednesday August 30, 2017 6:15 pm Dinner 228	Wednesday August 30, 2017 8:00 pm Food Service - Additional 228	
	Thursday August 31, 2017 8:00 am Breakfast 220	Thursday August 31, 2017 12:00 pm Lunch 228	
	Thursday August 31, 2017 6:15 pm Dinner 228	Thursday August 31, 2017 8:00 pm Food Service - Additional 228	
	Friday September 1, 2017 9:00 am Breakfast 228		

- Lodging:** Dogwood Lodge: 13 Units / Rooms
 Maple Lodge: 13 Units / Rooms
Meating: Beechnut Lodge: 5 Units / Rooms
 Oakwood Center Multi-purpose
 Gymnasium Lobby

Notes: Teachers will not act as Cabin Leaders.
 The number of attendees will determine the number of dorm rooms opened for event.

Expected # of Participants: 228
 Your final information (final count for meals and lodging, count by gender, special requests, etc.) are due to Heartland OE Administration no later than 14 days prior to your arrival.

RESERVATION SUMMARY

Equipment and Activities	8/28/17	228	Activities (To Dye w/ shirt)	\$8.50	GS	1	\$142.00
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8/28/17	8/20	Activities (Tie Dye w/Shirt)	\$8.50	68	1	\$442.00
8/28/17	8/28	Activities (Tie Dye w/Shirt)	\$8.50	68	1	\$442.00
8/28/17	8/28	Activities (Tie Dye w/Shirt)	\$8.50	20	1	\$170.00
Others and Activities						
8/18/16		88 Consent Students @ \$200.00 per Student for 6 Day/4 Night Outdoor School (Price reflects a \$17.00 discount per student)				\$13,600.00
8/16/10		88 Kenwood Students @ \$200.00 per Student for 6 Day/4 Night Outdoor School (Price reflects a \$17.00 discount per student)				\$13,600.00
8/16/10		88 Oren Students @ \$200.00 per Student for 6 Day/4 Night Outdoor School (Price reflects a \$17.00 discount per student)				\$13,600.00
TOTAL ESTIMATED CHARGES:						\$42,456.00

PAYMENT INFORMATION

Purchase Order #:

Your reserved date will be confirmed ONLY if your signed contract is received on or before 10/19/2016 12:00:00AM. If your signed contract is not received by this date, Heartland is free to negotiate with another school district or group for the same dates.

EVENT PAYMENT INFORMATION

Payment of all fees and expenses incurred will be due and payable upon receipt of your invoice from Heartland. If the final balance is not paid within 30 calendar days of the departure date, a late fee of 1.5% per month will be assessed on the unpaid balance.

CANCELLATION POLICY

If cancellation occurs more than thirty (30) days prior to your scheduled arrival date, payment of 60% of the total based on your estimated number of student participants will be due. Cancellation less than thirty days prior to scheduled arrival date, full payment of the estimated total will be due.

POLICIES

- The school agrees to abide by the guidelines described in this contract and those posted on the grounds.
- The school representatives on the grounds accept full responsibility for communicating these guidelines to the participants and will follow through to ensure compliance.
- The school agrees to provide cabin leaders at a ratio of at least one cabin leader per 8 to 11 students, depending on number in "cabin". Heartland recommends performing criminal background checks on any adult leaders ages 18 and over.
- The school agrees to arrange cabin leader training with the Heartland OE Program Director.
- The school understands that Heartland does not provide medical coverage for guests or groups utilizing their facility. This includes treatment for all general illnesses as well as accidents that may be considered the fault of Heartland or accidents incurred while participating in a scheduled group activity. We are aware that any general illness or accident connected with the group is a personal/group expense. We also understand that Heartland requires that your organization provide a completed medical form for each participant.
- Heartland agrees to provide an EMT for the securing and distribution of all over-the-counter and prescription medications for all students and cabin leaders. Heartland will administer all first aid treatment and defer serious health issues to area hospitals for medical treatment (school representatives are responsible for transportation). All medications are to be collected at your school prior to departure for camp and then turned over to Heartland's OE medical staff upon arrival for recording and cataloging with health forms. A written record of all medical action, distribution and treatment will be kept at Heartland for not less than 3 years, not more than 5 years, as per the juvenile record retention policy and law.
- Heartland is responsible for performing criminal background checks on all employees.
- Heartland agrees to provide 100% of the staff for your experience, lease cabin leaders and school representatives who will be available for assisting Heartland's OE team with student issues. Heartland's OE staff will provide all teaching and administrative staff for the perpetuation of curriculum, outdoor recreation and teambuilding components.

As this contract pertains to this event and is representative of my organization, I understand and accept the conditions of this contract on behalf of the user group. I accept responsibility for interpreting the fees to participants and ensuring that Heartland receives full payment. I have read this contract and accept the conditions as stated.

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Signature: _____ Date: _____

Please keep one copy of this contract for your records and sign the other copy indicating you have read and understand the information. Return within 14 days after receiving it.

Questions? Please call Heartland's OE Department at 740.747.0220, ext. 107.

Rental Contract Addendum A Bowling Green School District, 2017 August-September 5th Grade OES HOLD HARMLESS RELEASE RENTAL OF FACILITIES AND RELEASE OF LIABILITY

The undersigned Lessee in consideration of the rental of the recreation facilities and equipment of Heartland, Lessor, releases the Lessor of liability from or arising out of the use of the leased premises, included but not limited to, swimming pool activities, other water activities, indoor and outdoor sports, basketball, volleyball, football, baseball/softball, walking/jumping trails, ropes courses, archery, showers and bath equipment in connection therewith.

Lessee, and members of Lessee's group, shall be permitted to use such recreational facilities and equipment at each person's own risk, with the knowledge, understanding and agreement that the Lessor shall be exempt from liability from injuries to any person or property on or about such recreational facilities and the Lessee, and members of the Lessee's group, hereby release the Lessor from any and all liability for damages which may be sustained or incurred by Lessee or members of Lessee's group, resulting from use of such recreational facilities or equipment on or about the leased premises. The Lessee, or members of Lessee's group, further hereby agree not to file a lawsuit against the Lessor at any time for or on account of any claim for personal injuries, death or property loss, arising or resulting from use of any such recreational facility or equipment on or about the leased premises.

The Lessee agrees to be responsible for any and all damages caused by any member of the group under supervision of such Lessee. The Lessee shall be required to notify Lessor three weeks before use of the swimming pool so provision can be made for Certified Life Guards, as the pool cannot be used otherwise. The Lessor is not required to provide supervision for any facilities, equipment, or recreational activities (except those requiring certified instructors), engaged in or used by the Lessee, or members of Lessee's group, and the Lessee hereby agrees to provide its own supervision for the group under the control of the Lessee.

The undersigned Lessee will use the premises for the event of 2017 August-September 5th Grade OES, and will use the premises for this event between Monday, August 28, 2017 and Friday, September 1, 2017.

Date Initials

Rental Contract Addendum B Bowling Green School District, 2017 August-September 5th Grade OES STATEMENT OF MEDICAL COVERAGE HEARTLAND OUTDOOR ENVIRONMENTAL EDUCATION

We understand that Heartland does not provide medical coverage for guests or groups utilizing their facility. This includes treatment for all general illnesses; accidents that may be considered the fault of Heartland, or accidents incurred while participating in a scheduled group activity.

We also understand that Heartland requires that a medical form be completed and submitted for each student/cabin leader.

Delegates be made aware that all general illness or accident connected with the group is a personal/group expense.

Date Initials

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Rental Contract Addendum C
Bowling Green School District, 2017 August-September 5th Grade OES
RULES FOR EDUCATIONAL GROUPS

Please help us ensure that your event is safe, secure and fulfilling.

- At all entrances to Oakwood Center and the three Dorm-style Lodges are handicap accessible ramps from the parking lot. Please do not park at this location, blocking the ramp. This area is also to be left open for emergency vehicles to access the entrances in case of emergencies, fire, etc. Please park in designated marked parking areas.
- Food and beverages are not permitted in the Oakwood Center Multi-purpose facility except during scheduled banquets. Bottled water is acceptable. Red, purple or orange beverages are not permitted in any of the buildings, due to staining.
- Guests must wear footwear of all times while on the grounds, inside and outside.
- ATV, 4 wheelers, Golf Carts and Skateboards are permitted only by special permission. Contact Guest Services for details. Transportation of individuals in the back of pickup trucks or vans, whose seats are not attached, is prohibited. Motorcycles allowed only as primary transportation and parked while on Heartland property. 10 mph speed limit throughout Heartland property.
- The High and Low Ropes Courses are for use only with certified instructors from Heartland. Unauthorized use is cause for expulsion from the grounds.
- Pets are welcome in the RV Park; however, they are not permitted on other parts of the property. Pet owners are completely responsible for the sanitary and safe keeping of their animals. Pets must be leashed and confined to the individual RV site and confined in a camper while pet owners are away. If pets exhibit aggressive behavior, excessive noise/barking, or are improperly cared for, owners will be addressed and appropriate action taken. If you have a "guide dog", please contact the Heartland staff for more information.
- Charges will be assessed for any damages incurred during a retreat. Proper care of equipment, rooms, and facilities is extremely important. The use of tape, push pins, etc. is prohibited for affixing items to walls, doors, ceiling, etc. If you have items to post or hang, please use silk-tee.
- Use of sports balls inside buildings will result in fines and/or damage fees.
- Smoking in Room Infractions: \$100 cleaning charge will be issued per room.
- Please check all rooms, the cafeteria and assembly areas for belongings prior to checkout time. Any items found will be held for pick up for 30 days. Most items can be shipped with a pre-paid fee of \$15.00.
- Heartland Outdoor Environmental Education Dress Code
Guests are to attend modestly at all times. While comfort is important, all shorts, pants, skirts, and dresses are to be "at-least" appropriate with no objectionable or suggestive slogans, art work, or revealing styles. We suggest students bring old but clean clothing. Clothing should be mended.
- Pool Rules and Regulations
Modest swimwear is required by anyone using the pool area. Ladies & girls must wear modest one-piece bathing suits. Men & boys must wear modest swimwear. A cover-up (not a beach towel) is to be worn to and from the pool area.
Diving Area - Only those individuals who pass the swimming test and have a valid wristband are permitted in the diving area. Anyone in violation of this rule will lose all pool privileges.
No food or drinks are allowed inside the fenced area. Food and drinks are permitted in the adjacent picnic area.

I HAVE READ AND UNDERSTAND THESE RULES AND WILL COMMUNICATE AND ENFORCE THESE RULES TO ALL THE MEMBERS OF MY GROUP.

Date

Initials

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Roll Call: Ayes: Walker, Carr, Clifford, Scholl, Stewart
Nays: None Motion carried.

10771 It was moved by Scholl, seconded by Carr to adjourn at 6:57 p.m.

Roll Call: Ayes: Carr, Clifford, Scholl, Stewart, Walker
Nays: None Motion carried.

President

Attest: _____ Treasurer