PARTNER RESOURCES.................................................................2
Managing Financial Issues Created by COVID-19 – Cash Flow Borrowing and Other Tools.................................2

OHSAA UPDATE...............................................................3
OHSAA Update 5/22/2020...................................................3

PROFESSIONAL DEVELOPMENT..................................5
Remote Leading for Remote Learning..............................5
Employee Discipline, Modules 1-3....................................7
BASA/EF Graduate Level Course....................................9
Virtual Community Learning Center Summit.................10
PARTNER RESOURCES

Managing Financial Issues Created by COVID-19 – Cash Flow Borrowing and Other Tools

OASBO & BASA Facilitate School Reopening Guide Webinar with ODE

Webinar May 28 at Noon

OASBO and BASA invite you to attend this webinar discussion of the Reset and Restart Planning Guide. This guide is being developed by ODE as a framework document for districts to use for consideration in school reopening plans.

Dr. John Richard, Deputy State Superintendent at ODE, and Aaron Rausch, Director of the Office of Budget and School Funding at ODE, will share their thoughts and answer questions.

1,000 spots are available for the webinar. If the webinar is full on the day, overflow viewing will be available via a stream to OASBO's YouTube Page.

REGISTER

VIEW DRAFT DOCUMENT
Good afternoon to each of you as we head into a holiday weekend. As mentioned after yesterday’s news conference in which it was announced that “Skill Training” and “Conditioning” would be permitted to begin on May 26, we are following up with guidance and a few additional reminders for you.

Guidance Documents
We are reaching out in order to provide you with guidance and recommendations that has been put together from input from the NFHS and the OHSAA’s Sports Medicine Advisory Committees. As each school district determines its timelines for opening athletic facilities, we are providing this guidance to help you. Obviously, you may choose to follow your own with recommendations from your local Department of Health.

Below, you will find two links. The first contains recommendations for the summer of 2020. We ask that you consider these when conducting individual skills training at your facilities. Again, this may begin on May 26, 2020, with the decision to open facilities being left up to your school district.

The second link contains a monitoring sheet that may be used when coaches gather with their student-athletes for training. This downloadable monitoring sheet can be adjusted to fit your school district, but the one provided has been developed in conjunction with the NFHS.

OHSAA Summer 2020 Recommendations:

COVID-19 Athlete/Coach Monitoring Form:
https://ohsaaweb.blob.core.windows.net/files/SchoolResources/OHSAACOVIDMONITORING.docx

Reminders

- Any baseball, softball, golf, tennis, swimming event that takes place on or after May 26, 2020, is considered a non-interscholastic event. Our guidelines and recommendations are simply that. Any restrictions that are placed on these events will come from the governor’s office.
- For the summer of 2020, the “10-day rule” has been lifted. We do not want coaches to feel that they have to scramble to cover their entire program in those 10 days. We want to work to make this summer safe and successful with smaller groups and social distancing being a driving force. The adjusted language of the “10-day rule” is as follows:

  7.5.1) **Team Sports (10-Day Rule)** – Members of a school team’s coaching staff in the team sports of baseball, basketball, field hockey, football, ice hockey, lacrosse, soccer, softball and volleyball may coach students from their school teams for a maximum of 10 days from June 1 through July 31, **August 31, 2020 without restriction except that participation cannot be mandatory.** In addition:
a.) The 10-day limitation applies to the entire coaching staff. Each individual coach is not entitled to 10 different days for coaching. Ten days refers to any amount of time utilized during those 10 days (i.e. the regulation does NOT permit 240 total hours of coaching 10 days of 24 hours each).

*Note: The extension of these dates through August 31 is valid only for the 2020 summer period. Beginning with the 2021 summer period, the period of unrestricted coaching for interscholastic team sports coaches with their student-athletes will return to the period from June 1-July 31.

b.) In the sport of football, only non-contact football is permitted.

c.) The Board of Directors may further limit the number of contact days during this period as specified in the specific sports regulations.

b.) See General Sports Regulation 8.2.1 for regulations pertaining to out-of-season instruction, which is different than this regulation on coaching.

− Weight Training is also part of what the Lt. Gov. has permitted.

− While the permissions granted for the ‘other’ sports identified in Thursday’s announcements provide the opportunity for skill training and physical conditioning, the Lt. Governor (and the released document) clearly states that no competitions or games are permitted (including no scrimmages or any types of tournaments). While the door was opened to great dialogue between the OHSAA and the Governor’s office, there has been no date even considered at this point to open these up for competitions (summer camps, team camps, summer leagues, etc.).
PROFESSIONAL DEVELOPMENT

Remote Leading for Remote Learning
Coming together for Ohio’s Students during the COVID-19 Crisis

In partnership with Actionable Leaders and BASA, these educator-led Zoom conferences are now being supported by the Remote Learning Alliance, a partnership of the ESC of Central Ohio, Montgomery County ESC, and other education-focused organizations committed to helping make the transition to remote learning as easy and robust as possible for Ohio school leaders, teachers, and support personnel. To learn more, please see here: Remote Learning Alliance Overview.

The password to ALL Meetings: COVID19
Updated 5/20/2020

<table>
<thead>
<tr>
<th>MONDAY, MAY 25 - MEMORIAL DAY</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EL Leadership</strong></td>
</tr>
<tr>
<td><strong>Secondary Math Teachers</strong></td>
</tr>
<tr>
<td><strong>Special Education Leaders/Teachers</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TUESDAY, MAY 26</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>School Counselors - High School</strong></td>
</tr>
<tr>
<td><strong>School Counselors - Middle School</strong></td>
</tr>
<tr>
<td><strong>School Counselors - Elementary</strong></td>
</tr>
<tr>
<td><strong>PE/Health</strong></td>
</tr>
<tr>
<td><strong>Secondary English Teachers</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>WEDNESDAY, MAY 27</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tech Directors/Instructional Coaches</strong></td>
</tr>
<tr>
<td><strong>Superintendents</strong></td>
</tr>
<tr>
<td><strong>Tech Prep/Career Education</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>THURSDAY, MAY 28</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Communications</strong></td>
</tr>
<tr>
<td>Group</td>
</tr>
<tr>
<td>-------------------------------</td>
</tr>
<tr>
<td>Social Workers</td>
</tr>
<tr>
<td>Gifted Education</td>
</tr>
<tr>
<td>Arts and Fine Arts</td>
</tr>
<tr>
<td>Central Office Leaders</td>
</tr>
<tr>
<td>Music</td>
</tr>
<tr>
<td>Social Studies</td>
</tr>
<tr>
<td>Kindergarten</td>
</tr>
</tbody>
</table>

**FRIDAY, MAY 29**

<table>
<thead>
<tr>
<th>Group</th>
<th>Time</th>
<th>Link</th>
</tr>
</thead>
<tbody>
<tr>
<td>Science</td>
<td>11:00 AM</td>
<td><a href="https://us02web.zoom.us/j/88028331494">https://us02web.zoom.us/j/88028331494</a></td>
</tr>
<tr>
<td>Foreign Language</td>
<td>12:00 PM</td>
<td>NO MEETING</td>
</tr>
<tr>
<td>Elementary Principals</td>
<td>1:00 PM</td>
<td>NO MEETING</td>
</tr>
<tr>
<td>Secondary Principals</td>
<td>2:00 PM</td>
<td><a href="https://us02web.zoom.us/j/84044787702">https://us02web.zoom.us/j/84044787702</a></td>
</tr>
</tbody>
</table>
# Best Practices for Modifying Employee Behavior

Learn to Lead your Employees to Success
During this Online Leadership Staff Development Event for Principals, Supervisors, HR Directors, and Superintendents.

## Wednesday June 24 - Sessions 1 and 2: Setting Behavioral Expectations (ONLINE)

**For Principals and Supervisors:** This session provides video re-enactments of actual cases that model how to effectively manage employee misconduct.

**For HR Directors:** This session introduces a rubric-based method for evaluating case facts and selecting fair, reasonable, and consistent disciplinary actions.

**For Superintendents:** This session establishes methods for modifying employee misconduct and underscores expected behaviors within the collective bargaining environment.

<table>
<thead>
<tr>
<th>Time</th>
<th>Session 1</th>
<th>Session 2</th>
<th>Session 3</th>
</tr>
</thead>
</table>
| 9:00 am - 11:00 am | Introduction to Session 1  
Sources of Legal Risk During the Employee Discipline Process  
Considerations for Disciplinary Actions Involving Education Employees  
Considerations for Selecting or Recommending Employee Discipline in Specific Cases  
Informal Actions & When to Use Them | Release for Lunch | Introduction to Session 2  
Official Reprimands & When to Use Them  
Suspensions & When to Use Them  
Terminations & When to Use Them  
Using Reasonable & Appropriate Employee Discipline  
Workshop Experience Survey |

## Thursday June 25 - Sessions 3 and 4: Reinforcing Behavioral Expectations (ONLINE)

**For Principals and Supervisors:** This session demonstrates how an Employee Code of Conduct inspires school leaders to modify employee behavior.

**For HR Directors:** This session details: (1) the framework for such a code; (2) the procedures that need to be included for principals and supervisors; and (3) how to implement such a code.

**For Superintendents:** This session explores criteria for implementing such a code using state law, board policies, and master agreements.

<table>
<thead>
<tr>
<th>Time</th>
<th>Session 3</th>
<th>Session 4</th>
<th>Session 5</th>
</tr>
</thead>
</table>
| 9:00 am - 11:00 am | Introduction to Session 3  
Considerations for Structuring an Employee Code  
Lack of Professional Competence as Grounds for Employee Discipline  
Differentiating Board Policy Violations from Other forms of Employee Misconduct  
Dishonesty, Records Falsification or Failure to Accurately Provide Requested Information  
Insubordination and Related Non-Compliance  
Attendance, Leave or Contract Day Policy Violations | Release for Lunch | Introduction to Session 4  
Examples of Employee Misconduct with Potential Criminal Consequences  
Examples of Employee Misconduct with Potential Civil Consequences  
Addressing Potential Gaps in the Code of Employee Conduct  
The Role of Federal and State Statutes in the Employee Code  
The Role of Negotiated Agreements in the Employee Code  
Workshop Experience Survey |

## Friday June 26 - Sessions 5 and 6: Upholding Behavioral Expectations (ONLINE)

**For Principals and Supervisors:** This workshop provides specific steps for using progressive discipline effectively, defensibly, and consistently.

**For HR Directors:** This workshop explores how to (1) create clear disciplinary procedures, (2) structure documentation examples for disciplinary actions, and (3) compile and evaluate disciplinary data to reduce the potential for disciplinary bias.

**For Superintendents:** This workshop explains the principles of uniformity, knowing your role, solid documentation, the docket, timeliness, and mutual respect.

<table>
<thead>
<tr>
<th>Time</th>
<th>Session 5</th>
<th>Session 6</th>
<th>Session 7</th>
</tr>
</thead>
</table>
| 9:00 am - 11:00 am | Introduction to Session 5  
Principles for Executing Employee Discipline  
Progressive Discipline Guidelines for Employees  
Investigating Alleged Acts of Employee Misconduct or Lack of Professional Competence  
Executing Oral and Written Warnings | Release for Lunch | Introduction to Session 6  
Executing Official Reprimands and Disciplinary Suspensions  
Executing Terminations of Contract  
Workshop Experience Survey |
Best Practices for
Modifying Employee Behavior
Sessions 1-3
June 24 - 26, 2020 Online

Complete registration form and enclose a check or purchase order and mail to:
BASA
8050 North High Street, Suite 150
Columbus, OH 43235 or Fax to (614) 846-4081 or
Register Online at www.basa-ohio.org

REGISTRATION DEADLINE: June 17, 2020

<table>
<thead>
<tr>
<th>Full Name:</th>
<th>Title:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organization/School District:</td>
<td></td>
</tr>
<tr>
<td>Address: (Street/City/State/Zip)</td>
<td></td>
</tr>
<tr>
<td>Phone #:</td>
<td>Fax #:</td>
</tr>
<tr>
<td>Email:</td>
<td></td>
</tr>
</tbody>
</table>

Date/Location (choose at least one)

| Wednesday, June 24, 2020 ONLINE |
| Thursday, June 25, 2020 ONLINE |
| Friday, June 26, 2020 ONLINE |

Workshop Fees

| $159.00 BASA Member (per day) |
| $209.00 Non-Member (per day) |

Workshop Payment Type

| Check Enclosed (payable to BASA) |
| Purchase Order Number (if applicable): |
| Invoice Me |

Cancellations & Refunds:
Refunds or credit will be given only for cancellations made in writing & received by the BASA office up to five (5) business days prior to the event date. Cancellations five (5) business days or less prior to the event are subject to a 50% cancellation fee. No refunds will be given for “no-shows.”

Additional Information:
All sessions will be conducted online to comply with state “Stay at Home” orders and social distancing provisions. Participants will receive a certificate of completion and should discuss the outcomes of their experience with their Local Professional Development Committee (LPDC).

Questions?
For additional information, contact BASA via email at gabrielle@basa-ohio.org or by phone at (614) 846-4080.
**BASA/EF Graduate Level Course**

BASA, in conjunction with EF Educational Tours, is providing up to 20 enrollments for a graduate level course at no cost for Ohio educators. Each participant will receive three (3) transferable* graduate level credits at no cost.

**Course Overview:**

This course, offered through EF’s partner, Southern New Hampshire University, is entitled “Extraordinary Times – Transforming Professional Practice in a Time of Crisis.” It is part of a series of professional development courses focusing on educational practices relevant to the activities educators engaged in as they responded to the Covid-19 crisis and transitioned to online learning. In this course, educators will reflect upon their efforts to support students, their school, and the community during the COVID-19 crisis. Emphasis is placed on the ways in which teachers transformed their curriculum, pedagogy, instruction, and collaboration with one another to ensure the continued delivery of K12 education. The course looks to value authentic professional development, as they adapt their instructional delivery during this exceptional time.

**TASKS:**

In the modules, participants will be asked to critically analyze the following:

- Their response to the situation.
- The learning that they discovered about themselves as educators
- Their new knowledge and skills they acquired in this process.
- Their reflection upon how they will improve upon and continue to apply those learnings.

**COURSE OUTCOMES:**

- Evaluate the context, circumstances, and efforts surrounding the transition to online, virtual teaching and learning in one’s given context.
- Assess the effectiveness, utility, benefits, and drawbacks of approaches adopted during the COVID-19 crisis.
- Formulate strategies for integrating new learnings emerging from the transition to online, virtual teaching and learning into future professional practice.

**NEXT STEPS**

BASA members are welcome to offer these enrollments to educators in their district. Educators must fill out this short form to be considered for one of the 20 enrollments.

Potential participants could include:

- Teachers working on their graduate degrees as a source of professional development support
• Educators who are interested in sharing their analysis and reflection with a larger group of educators
• A team of classroom teacher and administrator who want to engage in this learning together

TIMING

• June 1: Applications must be received via THIS FORM
• June 12: Selections will be shared
  o Upon selection, the 20 selected educators will receive an email from education.department@ef.com containing an enrollment code and link to SNHU’s enrollment site. This will allow them to enroll as part of this special cohort
  o Upon registration with SNHU, educators will be sent a course overview (and all subsequent registrations). This overview and action guide will allow teachers to start assembling their materials for submission
  o Note: all educators must be registered by July 1 with SNHU or they will not be able to participate
• July 6: Teachers will be able to begin submitting their work and SNHU instructors will begin the review and evaluation process
• August 28: All work must be submitted

More information available HERE

Questions? Email education.department@ef.com

* The professional development graduate credit option at Southern New Hampshire University (SNHU) lets you transfer college credit to the university or matriculating degree program of your choosing, based upon approval by the receiving institution.

Virtual Community Learning Center Summit

After feedback from you, and careful consideration, we will be hosting the CLC summit virtually on June 24th and 25th in two distinct sessions. You can register yourself and your team here.

On June 24th at 10am, we’ll be hosting a 1-hour Community Learning Center 101 webinar. This is optional and will be an opportunity for those of you and your team members who are less familiar with the CLC model to get caught up to speed on the concept.

On June 25th from 10am-1pm, we’ll be hosting an interactive, Team-based CLC summit. During our time together we will cover:
• A review of CLC 101 and the phases of CLC development
• Team breakouts on communications, the challenges and opportunities of this moment, assessing your current phase of development/exploration and determining next steps
• Peer-to-peering sharing with another district delegation

Our official program will be followed from 1-2pm by an optional 1-hr ‘Open Space’, where participants will have the opportunity to propose and lead breakout conversations on resonant topics. For those of you eager to share and learn best practices of Covid-19 crisis response — this section is for you!

As a reminder — this is intended to be a team-based summit. You will get the most out of this CLC summit if you bring a diverse ‘district delegation’ of 6-10 individuals composed of teachers, administrators, board members, non-profit partners, social service professionals, faith & community leaders, and parent advocates. Please take a moment to register yourself and your team here.