



**Nordonia Hills City School District
Nordonia Board of Education Meetings
April Regular Board Meeting
April 26, 2021, 7:00 pm - 9:00 pm
Northfield Elementary School
9371 Olde Eight Road
Northfield, Ohio 44067**

MINUTES and DOCUMENTS

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MINUTES

**Nordonia Hills City School District
Nordonia Board of Education Meetings
April Regular Board Meeting
Monday, April 26, 2021, 7:00 pm - 9:00 pm
Northfield Elementary School
9371 Olde Eight Road
Northfield, Ohio 44067**

A. PRESIDENT'S REPORT

1. Roll Call
2. Pledge of Allegiance
3. Approval of Agenda
4. Communications:
 - Mock Trial State Qualifiers
 - Science Olympiads State Qualifiers
5. Open Forum
6. Committee Reports:
 - Finance Committee
 - OSBA Legislative Liaison
 - Curriculum & Instruction Liaison
 - Facilities Liaison
 - Cuyahoga Valley Career Center
 - Nordonia Hills Foundation Liaison
 - Tax Incentive Review Board
 - Technology and Information Systems
 - Special Education Liaison
 - NDEIC

B. SUPERINTENDENT'S RECOMMENDATIONS

1. Approve Consent Items:
 - Approve Donation:
Donation of miscellaneous photography equipment from Jostens Printing and Publishing to the Nordonia High School yearbook staff with an approximate value of \$3,200.
 - Approve Student Handbooks for the 2021-22 School Year
Resolution#
2. Approve Presentation of Diplomas to Nordonia High School Class of 2021 graduates subject to meeting the appropriate criteria.
Resolution#
3. Approve Contract with Footprints Center for Autism for one student, not to exceed \$16,493.75.
Resolution#
4. Approve Contract with Total Education Solutions effective for the 2021-22 school year

To provide services for one student for the 2021-22 school year, paid for through IDEA-B Funds, not to exceed \$93,900.

Resolution#

5. Approve Contract with Lora Hoffstetter and Counseling Associates, LLC effective for the 2021-22 and 2022-23 school year

To provide clinical counseling services not to exceed \$90,000.

Resolution#

6. Approve Contract with Lora Hoffstetter and Counseling Associates, LLC effective for the 2021-22 and 2022-23 school year

To provide clinical counseling services not to exceed \$45,050.

Resolution#

7. Approve Contracts with Summit Education Service Center for 2021-22

Primary Service Plan Agreement - FY2022, Option A

Primary Service Plan Agreement Appendix A

Service Plan Agreement Table - Option A

LEA-Assigned Staff List

Contract for LEA Services

Resolution#

8. Approve Addendum from ESC of Western Reserve

Approve Naviance Consortium Addendum C, effective 3/1/2021 - 2/28/2022, \$23,922.40

Resolution#

9. Approve Student Academic Consumable Fees for Nordonia High School for the 2021-22 school year

Resolution#

10. Approve School Compensation Agreements with Northfield Center Township

Resolution#

11. Approve Contract with Akron Area YMCA Association effective 7/1/2021-6/30/2022

Resolution#

12. Approve PALE Contract with Akron Area YMCA Association

To provide educational and diversion services to youth currently at risk of suspension for the 2021-22 school year. This contract is estimated at \$50,400.

Resolution#

13. Approve Personnel Items:

Resolution#

a. Administrative:

i. New Appointment:

b. Certified:

i. Retirement/Resignation

None

ii. New Appointment/Assignment:

None

iii. Long-Term Substitute

None

iv. Home Instruction

None

v. Curriculum

(All are paid at the curriculum rate of \$29.36/hr., unless otherwise noted.)

—End of course exams for Option 2 students, up to 12 hours each:

Cameron Bell
Heather Dean
Karen Hovorka

vi. Supplementals (based on BA/0-\$41,957)

None

vii. Non-Athletic Camp

*Stipend for Drama Club self-funded camp.
(Ages 8-14, June 19 - June 31, 2021)

Chris Simmons \$750

c. Classified:

i. Resignation/Retirement

None

ii. New Assignment

Robert Zurbola, LE Custodian, 8.0 hours per day, 5 days per week, effective 4/8/21, Step 0, \$17.69

iii. Change of Assignment

Adrienne Chase, MS Paraprofessional, increase from 6.0 hours to 7.0 hours per day, 5 days per week, effective 4/19/2021, Step 1, \$16.11/hr.

Rebecca Sunday, from NF Building Interventionist, 4.5 hours per day to NF Media Resource, 4.75 hours per day, 5 days per week, effective 8/26/2021, Step 3, \$18.66/hr.

iv. Substitute

Victoria Wright, Student Supervisor, Paraprofessional, Special Needs, Food Service, Buildings/Grounds

14. Approve Re-Employment of Certified Staff
(Requires separate motion)

1 - YEAR LIMITED CONTRACTS FOR THE 2021-22 SCHOOL YEAR

Mary Bednar

Elizabeth Buss
Mary Carlo
Steven Charnas
Kyle Cohen
Kathleen Dombroski
Katelyn Eriksen
Kristin Fejedelem
Elise Finkell
Stephanie Fox
Sara Grigger
Suzanne Harris
Raymond D. Jones
Christina Lantz
Jennifer Larcey
Laney Loze
Andrea Maurice
Brenna McGrath
Andrea Mock
Erica Molnar
Matthew Neff
Jacklyn Oleksy
Rachel Pearce
Kathleen Pellington
Olivia Potash
Marissa Rizzo
Kelli Roberson
Julia Robey
Reema Sanchez
Devon Sanders
Sean Sandvick
Abigail Shoop
Sara Sinclair
Lori Snider
Rebecca Stalter
Kelsey Stefanski
Mary Tatton
Rachel Vitale
Deborah Wallace
Hope Walton
Charles Wasco
Laura Zinke

Resolution#

15. Approve New Contracts for the 2021-22 School Year
(Requires separate motion)

CONTINUING CONTRACTS FOR THE 2020-21 SCHOOL YEAR

Carly Bennett
Stephanie Brown
Brenna Brys
Drew Hoisington
Allison Host
Gina Kitchen
Chris Lemmo
Lauren Miller
Nicole Seward
Shelby Simon
Anna Tolin

Resolution#

16. Approve Non-Renewal of Staff (Effective at the end of the 2020-21 School Year

CERTIFIED HOME INSTRUCTION TUTORS:

Kristen Ackerman
Mary Bednar
Heather Eckenrode
Jennifer Gruber
Angela Hartman
Jason Lara
Stephanie York

CERTIFIED LONG-TERM SUBSTITUTES:

Cameron Bell
Pam Bina
Eric Bode
Kristen Brennan
Danielle Cardinal
Carly DiPaolo
Megan Holland
Breanna Komara
Amanda Lefeld
Jennie Levak
Danielle Miller
Erica Ortiz
Lauren Spape
Michael Twymon
Eric Vasquez

CLASSIFIED SUBSTITUTES:

Gary Barucky, Student Supervisor, Paraprofessional
Susan Beichner, Student Supervisor, Paraprofessional
Alyssa Blitzer, Student Supervisor, Paraprofessional, Clerical
Lillian Bryant, Student Supervisor, Paraprofessional, Food Service, Clerical
Andriana Campbell, Student Supervisor, Paraprofessional, Clerical, Buildings/Grounds Monitor
Colleen Carter, Paraprofessional, Special Needs
Rhaseem Carter, Custodial
Roseanne Cermak, Student Supervisor, Paraprofessional, Special Needs, Clerical
Julia Chaibai, Student Supervisor, Paraprofessional, Clerical, Food Service, Building/Grounds Monitor
Danielle Covelli Student Supervisor, Paraprofessional, Special Needs, Clerical
John Dusek, Custodial, Maintenance
Regina Estergall, Student Supervisor, Paraprofessional
Tammy Garey, Student Supervisor, Paraprofessional, Clerical, Food Service
Diana Gerhart, Student Supervisor, Paraprofessional, Clerical
Margaret Kellhofer, Student Supervisor, Paraprofessional, Food Service, Clerical
Alyce Koracin, Student Supervisor, Paraprofessional, Special Needs Aide, Clerical
Carol Kuboff, Student Supervisor, Media Resource
Allison Leon, Paraprofessional, Special Needs Aide, Clerical
Linda Mka, Food Service
Julia Moran, Student Supervisor, Paraprofessional, Clerical
Carol Nemeth, Student Supervisor, Paraprofessional
Glenn Nicholl, Custodial
Elizabeth Perri, Student Supervisor, Paraprofessional, Special Needs, Food Service, Clerical
Mateo Petite, Custodial
Dina Politi, Student Supervisor, Paraprofessional, Special Needs, Clerical, Food Service
Janet Riedthaler, Student Supervisor, Buildings/Monitor, Special Needs Aide

Iva Roznik, Food Service, Clerical
Avis Rutter, Student Supervisor, Paraprofessional, Clerical
Paula Savol, Clerical
Lauren Schirle, Student Supervisor, Paraprofessional, Special Needs Aide, Buildings/Grounds Monitor
Yolanda Schultz, Student Supervisor, Paraprofessional, Food Service, Clerical
Christine Siewert, Clerical
Jill Stuthers, Food Service
Deb Tyukodi, Paraprofessional
Michael Wolfe, Student Supervisor, Paraprofessional, Special Needs
Linda Wren, Student Supervisor, Paraprofessional, Clerical

Resolution#

C. TREASURER'S RECOMMENDATIONS

1. Approve Consent Items:

Special Board Meeting Minutes -
Regular Board Meeting Minutes - March 22, 2021
Financial Statements - March, 2021
Educational Focus - Tax Rates & Values, April 2021

Resolution#

D. EXECUTIVE SESSION

Consider dismissal of an employee

Resolution#

E. ADJOURNMENT

The next Regular meeting of the Board will be held on Monday, May 24, 2021, at 7 PM at Northfield Elementary School, 9374 Olde Eight Road, Northfield, Ohio 44067

Resolution#



Nordonia High School

South Bedford Rd
Macedonia, Ohio 44056
330.468.4601

This handbook is available online at:

<https://www.nordoniaschools.org/StudentHandbook.aspx>

Nordonia Hills City School District

Board of Education Office

Dr. Joe Clark, Superintendent

330.908.6200

Karen Obratil, Treasurer

330.467.0589

Board Of Education Members

Tammy Strong, President

Chad Lahrmer, Vice President

William Busse, Judith Matlin, Liz McKinley, Members

Office Personnel

Nordonia High School Administration

Casey Wright, Principal's Office 330.908.6016

Jessica Archer, Associate Principal Students' Last Names A-I 330.908.6014

Tony Buckler, Associate Principal Students' Last Names J-R 330.908.6015

Jeff Fox, Dean of Students' Last Names S-Z 330.908.6123

Teacher Voicemail Access Line

330.908.6195

Principal's Office Administrative Assistant

Eszti Pigniczky, 330.908.6012 Fax 330.468.1359

Front Office Administrative Assistants

Call In Attendance Line 330.908.6160

Nicole Spadaro, Attendance 330.468.4601

Julie Kaczmarek, Discipline 330.468.4602

Fax 330.468.1359

School Counseling Department 330.468.4603

Staci Ross, Grade 12 330.908.6003

Courtney Wenzel, Grade 11 330.908.6023

Laura Zinke, Grade 10 330.908.6024

Nicole Seward, Grade 9 330.908.6022

Karen Volin, Administrative Assistant 330.908.6018

Meribeth Pannitto, Administrative Assistant 330.908.6010

Fax 330.908.6038

Community Intervention

Deborah Wallace, Coordinator 330.908.6020

High School Health Center

330.908.6004

Athletic Department (Athletic Hotline 330.908.6160)

Rob Eckenrode, Athletic Director 330.908.6001

Sally Krempasky, Athletics Administrative Assistant 330.908.6000

School Psychologist

Lauren Miller, 330.908.6008

School Finances

Amy Strauss, 330.908.6036

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WELCOME TO NORDONIA HIGH SCHOOL

HOME OF THE KNIGHTS

Dear Students and Parents,

The purpose of this handbook is to provide information to the students and parents of Nordonia High School. A system of rules, regulations, policies, programs and services has been established to provide a positive and productive atmosphere in school.

Both parents and students, who are bound by the regulations in this handbook, are urged to read the contents. Students are encouraged to ask teachers, counselors and administrators questions not answered in this handbook.

The Student Council, faculty and community continue to participate in the formation of this handbook, and they provide the ideas that serve to improve Nordonia High School. This handbook has been approved by the Nordonia Hills Board of Education and comprises the official regulations and procedures for the operation of our high school.

We hope our students will come to appreciate the many successes of Nordonia graduates, whose character, attitudes and pride reflect the positive climate of our school. This climate can only exist through the cooperation of students and their practice of the contents of this handbook.

NORDONIA HIGH SCHOOL

Nordonia High School is a comprehensive high school chartered by the Department of Education of the State of Ohio. Our academic program is characterized by rigorous and diversified programs of instruction reflecting the instructional excellence of our certificated staff.

The 2021-2022 student enrollment at Nordonia High School in grades 9 through 12 is approximately 1,200 students.

There is no place for racism, harassment, or discrimination in the Nordonia Hills City School District. The Board fully embraces the diversity of its workforce, community, and student body, and is committed to providing an environment which recognizes and respects the equality of all people. The Board is dedicated to meeting the educational, physical, social, and emotional needs of all students, so that they may enter the world as responsible, caring, and contributing members of society. The Board's goal is to enhance learning and remove barriers that inhibit students from reaching their highest potential, including racism. The Board will not tolerate racism, in any form, which occurs within the context of the school environment, or which disrupts the operations of the District.

Each student has a responsibility to maintain an educational environment free from harassment. Harassment or offensive conduct at school or school related functions is prohibited.

ALMA MATER

Dear Nordonia, Hail to thee,
Memories so dear will be.
Green and white will symbolize
Dreams that we realize.
Looking backwards singing,
While our hearts are ringing
To our dear Nordonia High,
Our Alma Mater.

FIGHT SONG

Nordonia Knights we're proud of you,
Fight for victory you'll come through.
Fair and clean and fast and daring,
Worthy of the green you're wearing.
You are champions to us all,
Fight for green and white.
Off to win another victory,
And it's FIGHT, FIGHT, FIGHT.

PROBLEM SOLVERS

Please refer to page 2 of this handbook for specific phone numbers. Thank you!

<u>Problem</u>	<u>Problem Solver</u>
Report Card(Grade) Questions	Classroom Teacher
Textbooks	Classroom Teacher
Personal Problems/Concerns	School Counselor
Class Schedule	School Counselor
School to Career Information	School Counselor
Vocational Programs Information	School Counselor
Standardized Tests, SAT, ACT	School Counselor
College Information/Visitation	School Counselor
Community Service Opportunities	Forms/Records Main Office
Voter Registration	Guidance Office
Work Permits	Guidance Office
Transportation Issues	Bus Garage
Discipline Problems	Ms. Archer (A-I), Mr. Buckler (J-R), Mr. Fox (S-Z)

Driving to School	Mr. Buckler, Associate Principal
Extended Absence from School	Ms. Archer (A-I), Mr. Buckler (J-R), Mr. Fox (S-Z) School Counselors
Lost and Found	Front Security Desk
Student Fees	Mrs. Strauss - Main Office
Use of Building	Principal's Office
Athletics	Athletic Director

Attendance Policy

Regular Bell Schedule

The following schedule will be used on a daily basis throughout the school year. From time to time, this schedule may be modified to accommodate special events or circumstances such as assemblies, programs, class meetings, grade/progress report distribution, scheduling, etc. Please note that there is a passing period of five (5) minutes to move from class to class. Students may go to their lockers during the passing periods or use the bathrooms, if needed.

Warning Tone	7:15am		4c lunch	10:59-11:25am (26)
1 st period	7:20-8:08am (48)		5a lunch	11:29-11:55am (26)
2 nd period	8:13-9:01am (48)		5b lunch	11:59-12:25pm (26)
3 rd period	9:06-9:54am (48)		6 th period	12:30-1:18pm (48)
4a lunch	9:59-10:25am (26)		7 th period	1:23-2:11pm (48)
4b lunch	10:29-10:55am (26)			

Lunch Period

All students must eat lunch in the cafeteria, whether they purchase or carry their lunch. Students may bring their lunch or they may purchase from a choice of a Class A balanced lunch, the ala carte selections or the salad bar. Prices are posted.

Students should take pride in the cafeteria area and are responsible for clearing tables of trays, milk cartons and other items before leaving the cafeteria. Failure to do so may result in a student being required to assist in cafeteria cleanup and/or other disciplinary action.

Lunchroom conduct should conform to general rules of courteous behavior. Cutting in line, throwing food, and boisterous behavior are obviously not acceptable.

Lunch periods are closed which means that students are not permitted to leave the school building or school grounds during their lunch period. Students who do so are considered truant and are subject to disciplinary action in accordance with the Student Code of Conduct. Students who drive to school carry additional responsibility. They are subject to loss of their driving privilege for violating this provision.

Student Absence

According to Ohio law and the Nordon Hills Board of Education policy, attendance shall be required of all students enrolled during the days and hours school is in session. Regular attendance and punctuality are necessary for success in school and later in life. Many interactive classroom activities take place during the school day that extends the understanding of the learned material. Students who miss school frequently often

do not achieve their best potential and do not develop good work habits for careers beyond high school. Parents are encouraged to schedule their child's appointments during non-school hours. If possible, parents are asked to schedule vacations during school breaks.

Regular school attendance is an important part of student academic success. Excessive absences interfere with student progress in mastering knowledge and skills necessary to graduate from high school prepared for higher education and the workforce. To support academic success for all students, the Nordonia Hills City School District will partner with students and their families to identify and reduce barriers to regular school attendance.

Our district will utilize a continuum of strategies to reduce student absence including, but not limited to:

- Notification of student absence to the parent or guardian at 5, 10, and 15 absences;
- Development and implementation of an absence intervention plan, which may include supportive services for students and families;
- Counseling;
- Parent education and parenting programs;
- Mediation;
- Intervention programs available through juvenile authorities; and
- Referral for truancy, if applicable.

The district truancy plan outlined above is in accordance with Ohio House Bill 410, which passed in December 2016 and became effective starting with the 2017-2018 school year.

It is important to note that all time out of school – including time missed for coming in late and early dismissals – is included in student attendance. Parents/guardians can assist by scheduling appointments before or after school, during weekend hours, or on teacher in-service days so that students can avoid reaching the new absence limits. It is important for parents/guardians to report absences to the school office, and more specifically, to the attendance phone line, each day. Submitting doctor's notes and other documentation is also imperative.

Under state law, we are required to send you notification when your child misses without a legitimate excuse:

- 30 or more hours of school (or approximately 5 days)
- 42 or more hours of school (or approximately 10 days)
- 72 or more hours of school (or approximately 15 days)

We will provide your child with attendance intervention strategies when he/she misses:

- 42 hours (or approximately 7 days) without a legitimate excuse

An Absence Intervention Team will meet with you and your child when he/she misses, with or without a legitimate excuse:

- 42 or more hours of school (or approximately 10 days)

As provided in the Ohio Revised Code, students may be excused from school for one or more of the following reasons and will be provided the opportunity to complete missed work for credit:

Absences for the following reasons shall be considered as excused:

- A. Personal illness.

- B. Serious illness or death of a family member.
- C. Funeral.
- D. Medical and dental appointments that cannot be arranged during non-school hours.
- E. Unusual or emergency situations at home.
- F. Religious holidays and activities.
- G. Authorized school-sponsored activities.
- H. Approved college visits.
- I. Acts of God.
- J. Quarantine.
- K. Out-of-state travel, not to exceed 24 hours per school year that the student's school is open for instruction, for participation in an enrichment activity approved by the Board of Education or an extracurricular activity, defined as a student activity program operated by the District but not included in a graded course of study.
- L. At the Superintendent's discretion, a visit with a parent or legal guardian who is an active duty member of the Army, Navy, Air Force, Marine Corps, Coast Guard, or Commissioned Corps of the National Oceanic and Atmospheric Administration and Public Health Service and who has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting.
- M. Family vacations, with approval from the District Superintendent/designee. An absence for any reason other than those listed above shall be classified as unexcused. All excuses from parents, as well as other documents pertaining to a student's enrollment, attendance, and withdrawal from the District, shall become a part of the official attendance record and shall be maintained regardless of format or condition.

A student shall have the opportunity to make up school work missed due to an excused absence; however, it shall be the responsibility of the student to initiate a make-up procedure and schedule with his or her teacher(s). All make-up work shall be completed within a reasonable time following the excused absence. A student shall receive full credit for school work made up pursuant to an excused absence. The principal or his or her designee may request written verification of a student's illness from a physician licensed to practice medicine in the state in the event of frequent or extended absences attributed to personal illness.

A student must be in attendance at school for half of the school day in order to participate in any school-sponsored activity that is conducted on that day; in cases of emergency the principal or his/her designee may grant an exception to this limitation.

Reporting Absences/Tardiness

It is the responsibility of the parent/guardian to report all absences from school to the Attendance Office on the day of the absence. Please contact the Attendance phone line by 8:00 AM on the day of the absence. The message should include the name of the parent/guardian reporting the student absent, the student's first and last names, the reason for the absence, i.e. personal illness, religious holiday, death in the family, etc.

Attendance phone number is: 330.908.6160 and the answering machine is on twenty-four hours a day. The absence will be recorded as excused or unexcused based on the reason given and the student's teachers will be notified of the absence by the attendance office on the day of the absence.

If a student is not reported absent, on the day of the absence, the parent/guardian must contact the attendance office by personal call or a note reporting the absence immediately upon return to school. Phone calls and notes will not be accepted three (3) days beyond the date of the absence. An absence note must bear the signature of the parent/guardian, the date(s) of the absence, and the reason for the absence.

Students deemed as “habitual” truant will be reported to the Superintendent. The Superintendent may notify the Bureau of Motor Vehicles, which may deny the driving privileges for a student under the age of 18 for non-attendance at school.

Excessive absences and /or tardiness may result in loss of on school grounds parking privileges.

Student Tardiness and Truancy

Plan to arrive at school by 7:10 a.m. The first warning tone sounds at 7:15 a.m. Classes begin at 7:20 a.m. Students arriving to first period class after the 7:20 a.m. tone must report to the attendance office to get an

“Admit Slip” to be admitted to class. Students arriving unexcused tardy may receive a weekday or a Saturday detention. Tardiness can be excused by parents/guardians with a written note or a phone call to the attendance line. Assigned detentions will then be cancelled.

If a student misses more than half of any class period, the student may be considered absent for that period.

Pre-Arranged/Vacation Absence from School

Any excuse from future school attendance must be limited to a total of five (5) days during the school year. Any excuse for future school absences must not endanger the student’s educational welfare and/or scholastic achievement. Parents must file a written request for all pre-arranged absences with the Attendance office, who then may grant excuses only according to Board of Education Policy. Pre-arranged absences must be arranged at least three days in advance and must be followed up by a personal phone call.

Special note: make-up work is due upon the day of return unless the individual teacher allows more time.

College Visitation and Career Experiences

Students and parents are encouraged to visit the post-secondary schools they are interested in attending. Students are encouraged to visit colleges during the summer between their junior/senior year so that they can be ready to **submit** applications in the fall of their senior year. When necessary, juniors at the beginning of the second semester and prior to March 30 of their senior year will be permitted four (4) visitation days. All college visits and orientations must be pre-approved by your school counselor to be considered an excused absence from school.

Students planning a college visit or career experience day must use the following procedure:

1. Submit a completed college/career visitation request form to his/her school counselor five (5) days prior to the planned visit. Forms may be picked up in the guidance office.
2. Verification of the visit, on college or business letterhead, must be submitted to the attendance office upon return to school. Absences for college and career visits where the pre-arranged approval process was not followed will be recorded as unexcused.
3. College visitation after March 30 will be approved only for the purpose of completing fall registration at the college the student plans to attend

Make-Up Work For Absences/Suspension.

For any absences, it is the responsibility of the student to request their assignments immediately upon their return. The minimum number of days given for make-up work is equal to the number of days the student was absent plus one additional day. A teacher may allow more time if it is deemed necessary. Students and teachers should make specific plans for all make-up work following absences in order to avoid misunderstandings or misinterpretation of this section.

Credit will be given for work missed due to out-of-school suspension. It is the student's responsibility to contact the teachers, while on the suspension, to request assignments. The student is to take all necessary books and materials home prior to the suspension and all completed assignments are to be handed in upon the students' return unless otherwise noted by the teacher.

Any questions or requests for make-up work may be directed to an administrative assistant in the main office (330.468.4601).

Leaving School During The Day For An Appointment / Early Dismissal

Leaving school during the day is not encouraged since any class missed counts as an absence from school. Every effort should be made to schedule appointments during non-school hours. Students leaving school during the school day should bring to the attendance office before 7:15 a.m., a note signed by their parent/guardian indicating the type of appointment, the time of the appointment, the time requested for dismissal and the name and phone number of the person with whom they have the appointment. The student will be given an "Admit Slip" to show their teachers, so that they may leave at the designated time. Upon return to school, the student should sign in at the Attendance office.

Hold on to the "Admit Slip" because you will need to show it to the teachers of the classes you have missed. Any student who leaves the building without permission will be considered truant.

Returning To School After An Excused Absence

When a student returns to school after an excused absence they are to report directly to class. An admit slip is not required. We expect students to be in class promptly at 7:20 a.m. Any student that arrives after 7:20 a.m. may receive a Weekday Detention or a Saturday Detention.

School Related Absences

School related absences (i.e. field trips, athletics, extracurricular) are considered excused. Make-up work is due upon the day of return unless the individual teacher allows more time

Withdrawal From School

Ohio Revised Code 3321.01 requires that a child must attend school until eighteen (18) years of age or until he/she receives a diploma. A student may withdraw from school between the ages of 16 and 18 only if:

1. The student receives prior written approval from his counselor and Unit Principal.
2. The student receives an Age and Schooling Certificate issued by the Nordon High School Guidance Department. DROPOUTS - O.R.C. 3321.13(B)(1)
3. Within two (2) weeks after withdrawal from school, the Superintendent MUST notify the registrar and the Juvenile Judge of the County. All students under age 18 who dropout of school will have their driving license suspended.

Re-Enrollment:

A student withdrawing from school may not re-enroll until the following semester without the building Principal's approval. Students wishing to re-enroll must do so by making an appointment with a counselor in the Guidance Office. Current documentation related to any change of address or custody changes must be available before any student may re-enroll. **Eighteen year old students** who had withdrawn from school during a previous school year, or students who were previously expelled, must make an appointment with the building principal in order to establish conduct/attendance guidelines. This conference must take place before the student can re-enroll.

School Closing

When school is closed because of weather conditions or some other emergency situation, it will be announced over Akron and Cleveland radio and TV stations. Please do not call the school about closing; listen to or watch one of these stations:

Television Stations–3, 5, 8, 19

Radio Stations–WTAM (1100 AM), WAKR (1590 AM), WQMX (94.9 FM), WGAR (99.5 FM)

Driving Reminders

- We encourage all students to make driving safety their top priority during inclement weather.
- Students should take whatever time is needed to arrive at school safely without the consequence.
- Parents' decision to keep their kids home from school due to inclement weather will be respected and the absence will be noted as 'Excused by Parent: Weather' if the parent calls into attendance.

Winter Weather Information

- If there is a Snow Day for Nardon Hills City School District, all schools and all buses are cancelled.
- CVCC AM and PM buses will not run, even if CVCC remains open.
- Athletic contests are based on the weather at the time of the event.

Two-Hour Delay

- If there is a two-hour delay for Nardon Hills City School District, school will start at 9:20 a.m.
- Students will be notified via ALL CALL what designated period report to; it will be 1st, 2nd, or 3rd, based on schedule rotation.
- CVCC AM Session (Juniors) is cancelled.
- CVCC PM Session (Seniors) will run as normal.

NORDONIA HIGH SCHOOL

DELAYED START

9:20 – 9:54 DESIGNATED PERIOD (1st, 2nd, OR 3rd)

9:59 – 10:25 4A (LUNCH)

10:29 – 10:55 4B (LUNCH)

10:59 – 11:25 4C (LUNCH)

11:29 – 11:55 5A (LUNCH)

11:59 – 12:25 5B (LUNCH)

12:30 – 1:18 SIXTH PERIOD

1:23 – 2:11 SEVENTH PERIOD

2:16 – 2:56 PM DETENTION

CVCC AM - CANCELLED

CVCC PM - BUS WILL RUN AS NORMAL

ACADEMICS


Academic Ethics

Nordonia High School expects its students to maintain the highest degree of academic ethics. This means putting the utmost effort into all class work and assignments and avoiding the ethical pitfalls of plagiarism and cheating.

1. Plagiarism demonstrates a lack of integrity and character that is inconsistent with the goals and values of Nordonia High School.

Excellent written expression of well-formulated ideas is a fundamental skill for academic and career success. Plagiarism interferes with the assessment and feedback process that is necessary in order to promote academic growth. Plagiarism defrauds the teacher by providing a false view of a student's strengths and weaknesses. It may prevent further instruction in areas of weakness and delay the student in reaching his or her potential.

Plagiarism includes the following:

- a. taking someone else's assignment or portion of an assignment and submitting it as your own  submitting material written by someone else or rephrasing the ideas of another without giving the author's name or source
- b. presenting the work of tutors, parents, siblings, or friends as your own
- c. submitting purchased papers as your own
- d. submitting papers from the Internet written by someone else as your own
- e. supporting plagiarism by providing your work to others, whether you believe it will be copied or not

2. Cheating demonstrates a lack of integrity and character that is inconsistent with the goals and values of Nordonia High School.

Education is based on learning specific skills, forming lifelong work habits, and developing mature coping skills according to each student's unique abilities. Stress sometimes tempts students to make unethical choices. A student's decision to cheat may be a symptom of more serious problems such as inappropriate class placement, over-commitment to extracurricular activities, and/or academic desperation. The compromise of one's values through cheating may lead to loss of self-esteem since the students may be often painfully aware of their shortcomings and fight a tiring battle to preserve their images at the cost of their ethics. True self-esteem is based on competence. Cheating robs students of their opportunity to become competent. Students are expected to produce their own work except on projects designated by the teacher as cooperative efforts. Teachers will indicate which assignments are to be cooperative efforts and will establish guidelines for the use of such aids as calculators, computers, and published study guides. If a student is in doubt about the ethical standards applicable to a particular situation, the student is responsible for clarifying the matter with the teacher.

Cheating includes the following:

- copying, faxing, emailing, or in any way duplicating assignments that are turned in, wholly or in part, as original work
- exchanging assignments with other students, either handwritten or computer-generated, whether you believe they will be copied or not

- using any form of memory aid during tests or quizzes without the express permission of the instructor
- using a computer or other means to translate an assignment from one language into another language and submitting it as original work
- giving or receiving answers during tests or quizzes. It is your responsibility to secure your papers, so other students will have neither the opportunity to copy from you nor the temptation to do so.
- taking credit for group work when you have not contributed an equal or appropriate share toward the final result
- accessing a test or quiz for the purpose of determining the questions in advance of its administration
- using summaries/commentaries (Cliffs Notes, Spark Notes, etc.) in lieu of reading the assigned materials

3. Alternatives to cheating and plagiarism:

No student needs to cheat or plagiarize. Nordonia High School provides numerous support services for students to help them achieve success honorably. Students who advocate for themselves and seek appropriate help when they need it will not need to cheat or to plagiarize.

The following behaviors promote true student achievement:

- Be prepared. Try to keep to a realistic schedule balancing academic obligations and your social and personal life.
- Make certain that you understand your assignments and the grading assessment that will be used. If you have questions about an assignment or an assessment, talk to your teacher. Do not rely solely upon a classmate for clarification.
- If you study for a test with a classmate, make sure that you do not sit near each other during the test since your responses (and errors) may be similar.
- Do not read or scan someone else's paper before writing your own. Some of the ideas in the other person's paper may be ideas that you would have used, but you will now need to credit the person whose paper you read for those ideas.
- Use all avenues of support available to you. For help needed beyond the classroom, see your teacher, other teachers in the department, a peer tutor, or a parent or other adult who is well versed in the subject.
- Assignments should be considered individual unless the teacher states otherwise.
- Be organized. Keeping class notes in an orderly, easily accessible format will save time and anxiety when studying for a test or writing a paper.
- Keep current with assignments. If you need to read an entire novel the evening before a test or before a paper is due on that novel, your performance on either will suffer.
- If, for whatever reason, you choose to use another's ideas or solutions, cite that person as a source on your paper or project.
- Know what constitutes cheating, including all the variations of plagiarism.

4. The role of parental support in their children's achievement and ethical development:

Parental support of academic achievement and ethical development is fundamental to students' long-term success.

The following behaviors will assist parents in promoting true student achievement:

- Teachers are available for extra help as scheduled, and resource centers are open all day for individual assistance. In addition, peer tutors are available when extra help is needed. Encourage their use.
- Assess your child's abilities realistically. Help her/him to choose courses in which she/he will be successful and challenged without undue stress.
- Don't push children beyond their limits with your expectations or aspirations. Many times students make bad decisions because the pressure to excel is greater than their ability to meet the expectations.

- If you suspect your child is experiencing difficulty in a class, please contact the teacher. The sooner the problem is identified, the sooner steps can be taken to alleviate it

If your child is caught cheating and you are called, please remember that this is a learning experience; help your child to accept the consequences for his/her inappropriate actions.

Academic Awards

- Nordon High School Academic Award

Students who receive this award have maintained a grade point average of 3.60 or better each of the first three grading periods yearly and are enrolled in courses that are worth at least five credits.

- President's Award For Educational Excellence

The United States President's Award for Educational Excellence is designed to encourage graduating high school seniors to reach the highest levels of their academic ability. Recipients of this award have 1.) Attained a minimum of a 3.5 cumulative grade point average over grades 9, 10, 11 and the first semester of grade 12, 2.) Completed at least 12 high school units in the academic areas of English, Math, Science, Social Studies, Foreign Language and Computer Science, and 3.) Scored at or above the 80th percentile on either the SAT or ACT college admission exam.

- Graduate Of Distinction

A student who has attained a 3.75 cumulative grade point average or better for eight (8) semesters will be recognized at commencement as a Graduate of Distinction.

- Graduate Of Merit

A student who has attained a 3.35-3.74 cumulative grade point for eight (8) semesters will be recognized at commencement as a Graduate of Merit.

- Principal's Award

Principal's Awards are presented to students in each grade level who have maintained a 3.75 or better grade point average each of the first three grading periods yearly and are enrolled in courses that are worth at least five Carnegie Units of credit.

- Superintendent's Award

Superintendent's Awards are presented to the top 10% of the senior class relative to their grade point average after seven semesters of high school.

Honor and Merit Roll

Superior academic achievement will be recognized in the following manner:

3.80 and above-High Honor Roll

3.60-3.79-Honor Roll

3.00-3.59-Merit Roll

National Honor Society

Membership in National Honor Society is limited to juniors and seniors who have attended Nordon High School for a minimum of one semester and who have an accumulative grade point average of at least **3.70**. Eligible students apply for membership. Selection to the National Honor Society is based on scholarship, service, character, and leadership. Final selection is made by a faculty committee after reviewing applications

and recommendations anonymously. A formal induction ceremony is held in the fall each school year. Inducted members participate in multiple service projects while maintaining academic excellence.

Courses and Scheduling

Honors/AP/CCP level courses:

Honors Courses: Honors level courses will receive a weighted grade.

Honors courses will receive 0.5 weight toward the GPA (4.5 points for an “A”, 3.5 points for a “B”, etc).

Honors English 9, 10, 11

Honors Geometry, Honors Algebra II, Honors Precalculus and Honors Calculus

Honors Biology, Honors Physics and Honors Chemistry

Honors World History, Honors U.S. History, Honors Government and Honors Economics

Honors German II and III.

Honors Spanish II, III, and IV

Honors French II, III, and IV

Advanced Placement Courses: Advanced Placement (AP) courses offered at Nordonia High School are on a 5.0 weight for GPA calculations (5.0 grade points for an “A”, 4.0 grade points for a “B”, etc.). Nordonia currently offers AP courses to students in grades 9-12.

AP Biology

AP U.S. Government and Politics

AP Calculus AB

AP U.S. History

AP Calculus BC

AP World History

AP Chemistry

AP Capstone Program (AP Seminar and AP Research courses)

AP English Language Composition

AP Spanish Language and Culture

AP English Literature

AP German Language and Culture

AP Physics I

AP Economics

AP Physics II

AP Studio Art 2D, 3D

AP Psychology

AP Computer Science Principles

AP Statistics

AP Computer Science A

AP Drawing

College Credit Plus Courses: Students participating in College Credit Plus (CCP) will earn transcript credit for college and high school concurrently. Courses taken through CCP will be given the same weight as the highest advanced course in the same subject area as the high school course

Minimum/Maximum Course Load:

A full-time student must carry a minimum course load equivalent to six (6) credit bearing courses each semester. ALL non credit offerings do not fulfill this requirement. A student may have no more than one study hall per semester. The maximum course load a student can take during the school day is seven (7) courses. Any deviation must have the approval of the building Principal. All classes are open to all students regardless of gender.

Schedule Changes/Dropping Classes:

During the time between course registration (February) and the start of the school year (late August) students and parents may elect to change a student’s schedule for the next school year.

After the start of the school year, course changes will be made if:

1. There is a scheduling conflict that cannot be resolved.
 2. Changes necessitated by failures.
 3. Satisfactory completion of a course in summer school.
 4. A technical error was made in the process of scheduling the student's request.
- **Schedule Changing After The School Year Has Begun Is Not Permitted**
Since a student's schedule is the result of careful planning by the student, his counselor, his teachers, and his parents, and critical staffing decisions are based on student course selection, courses dropped after the start of school will result in a "wf" (Withdrawal Fail). If extraordinary circumstances exist, a student may petition to drop a class without academic penalty by applying through their Associate Principal. An "Extraordinary Circumstance Class Withdrawal" form must be completed. It is the responsibility of the student to secure the form, arrange to have the appropriate sections filled out by the appropriate people, and return to their Associate Principal. Written statements by the student, the student's parent, the student's Guidance Counselor, the affected teacher, and the student's Associate Principal are included on the form. The petition will be presented to the Department Chairs for consideration.

Credit Flexibility

Credit Flexibility is any alternative coursework, assessment or performance that demonstrates proficiency needed to be awarded equivalent graduation credit as approved by the school district. Approved credit awarded through this policy will be posted on the student's transcript and counted as required graduation credit in the related subject area or as an elective. The State of Ohio's plan for credit flexibility is designed to broaden the scope of curricular options available to students, increase the depth of study possible for a particular subject and allow tailoring of learning time and/or conditions. More detailed information and the application can be found on the High School website.

Testing

Advanced Placement Testing

All students enrolled in Advanced Placement courses are required to take the national exams given at Nordon High School in May. College credit may be granted upon successful completion of these exams. The college which the student attends awards credit. Check with your individual college on their credit granting policies. Costs for each test given are approximately \$95.00 - \$142.00 per test. If your student is participating in the AP Capstone Diploma program in 2020-2021, the fee for the AP Seminar and AP Research Exams is \$143.00 each. You will receive a letter about these tests with the semester report card and be asked to send payment for the tests at that time.

College Credit Plus:

College Credit Plus replaces Ohio's Post-Secondary Enrollment Options Program and all alternative dual enrollment programs previously governed by Ohio Revised Code Chapter 3365. The program permits college-ready students, grades 7-12, who qualify for college admission and receive state funding to participate. The bill establishes guidelines and procedures for enrolling 7-12 grade students in the program. The postsecondary institutions to which this option program applies are state-assisted colleges or universities. The legislation requires school districts to inform students and their parents of this program on an annual basis. Interested students and their parents must attend a mandatory presentation every school year in February and inform the High School Counseling Department by April 1 of their intent to participate in the College Credit Plus program. Detailed information is available in the School Counseling Office.

A student is placed on **CCP Probation** when the student: Has earned lower than a cumulative 2.0 GPA in college courses, or withdraws from two or more courses in the same term.

When on CCP Probation, the student: May enroll in no more than one college course. May not enroll in the college course in the same subject area in which a student previously earned D or F. Students remain on probation until the student has improved cumulative college GPA to 2.0 or higher.

A student is placed on **CCP Dismissal** when the student has met the definition of CCP Probation for two consecutive college terms. Once a student is dismissed from the CCP program, the student may not enroll in college courses for the following college term. After one college term on dismissal, the student may request a secondary school and the secondary shall determine whether the student may continue on dismissal, move to probation, or participate without restrictions per the school's adopted policy. A student who has been dismissed from the CCP program has the right to appeal to status. Students/parents, secondary schools, and colleges/universities must review the entire rule for details related to course restrictions and dis-enrollments, policy development, counseling sessions, advising. Actions required by a secondary school must be taken by the parent of the homeschooled student. See rule for details on compliance, funding, and payment

responsibilities. This rule does not alter, supersede, or affect any college/university policy/procedure on academic probation or dismissal. Rule takes effect summer term of 2018-2019 academic year. Rule will be reviewed on bi-annual basis.

Final/Semester Exams

Generally all students are required to take and complete semester and final exams in all subjects. A committee will recommend any changes to this policy prior to the first semester exams. The dates for semester and final exams are published at the beginning of the school year (see SCHOOL CALENDAR), and are Strictly followed. As a general rule, students are not permitted to take exams early. Students will not be able to make up final exams missed during a vacation unless prior arrangements have been made with the building principal and classroom instructor. Students who arrive late to an exam period may not be admitted to the testing area. Students late to, or missing, any exam will be required to meet with their appropriate Associate Principal, or Dean of Student, to pursue the opportunity to make-up the affected exam. If the student is permitted to make-up the exam, the affected teacher will be notified that they may arrange make-up time accordingly. Students not permitted to make-up the exam will receive a "zero" on that exam.

Unless the student is already exempt from a semester or final exam, the teacher has the discretion of issuing an "Incomplete", if a semester or final exam is not completed.

Grading Procedures

Grades represent one method of communication to parents and students regarding how a student is doing in his courses. We encourage our students to be well prepared for class and to work hard to achieve their academic potential in their courses so that they can earn good grades.

Nine-week grades: Nine week letter grades are determined on a percentage scale. Grades are assigned based on the total number of available points to be earned in a course for a given grading period, according to the following grading scale:

A+ 97% and above	C 73-76%
A 93-96%	C- 70-72%
A- 90-92%	D+ 67-69%
B+ 87-89%	D 63-66%
B 83-86%	D- 60-62%

B-	80-82%	F	0-59%
C+	77-79%		

Semester Grade Determination:

The Semester average will be determined by multiplying the nine (9) week averages by two (2) and adding the semester test grade. This figure will then be divided by five (5) to determine the semester average. Here is an example of how this works:

Semester Course (Ex. Interior Design)

1st 9 Weeks	78% (C+)	x 2	=156
2nd 9 Weeks	88% (B+)	x 2	=176
Final Exam	71% (C-)	x 1	= 71
		TOTAL	= 403

*Semester Grade: $\frac{403}{5} = 80.6 = 81\% = B$

Final grade yearlong courses:

The final grade in a year-long course will be determined by multiplying each nine (9) week percentage grade by two (2), adding the two semester exam totals, and dividing by ten (10) to determine the year average.

1st 9 Weeks	78% (C+)	x 2	=156
2nd 9 Weeks	88% (B+)	x 2	=176
Final Exam	71% (C-)	x 1	= 71
3rd 9 Weeks	73% (C-)	x 2	=146
4th 9 Weeks	92% (A-)	x 2	=184
Final Exam	83% (B-)	x 1	= 83
		TOTAL	=816

*Final Grade: $\frac{816}{10} = 81.6 = 82\% = B$

For ease of calculations and consistency, the following rounding rules will apply throughout the grading periods:

- any average .5 or above will be rounded up to the nearest whole number.
- any average .4 or below will be rounded down to the nearest whole number.

Remember that the final grade in any such course is an evaluation of the student's achievement and progress from the first class session through the final exam. At no point can a student assume he has earned enough credit for a passing grade.

Grade Reporting/Progress Reports Report Cards:

Report cards are issued approximately one week after the close of each grading period. The number appearing under the section labeled ABSENT and TARDY reflects the total number of full days the student has missed school and has been tardy, or arrived late, to school during the reported grading period. Individual class absences for each course a student is taking appears next to the letter grade issued for each course. This number includes all absences, excused or unexcused, and therefore might not be the same for each class because of appointments which might not result in a full day of absence. School-related absences are not included in a student's absence totals.

Interim/Progress Reports:

Parents may request periodic progress reports in addition to regularly scheduled interim progress reports. Because of the sheer volume of students, the maximum number of formal progress reports provided will be four per semester. To initiate this request, please contact your student's counselor at 330.468.4603. The counselor will contact your student's teachers so that arrangements can be made between the teachers and parent to exchange information about the student's progress in the class. Teachers will provide feedback when requested.

Grade Point Average Calculation:

Two types of Grade Point Averages will be discussed below: the NINE (9) WEEK grade point average (G.P.A.) reported on the student's report cards and the FINAL YEAR grade point average reported on both the student's report card as well as the student's school transcript.

Nine Week Grade Point Average:

The nine-week grade point average recognizes the effort a student has put forth in his courses on a day-to-day basis during a nine-week period of time, regardless of the credit value of his individual courses. That is to say, in any given nine week grading period, on a day-to-day basis, it is understood that a student must put forth the same degree of academic effort in a 1.00 credit American History course as in a .500 credit Psychology course to earn a satisfactory grade.

With this philosophy in mind, the following rules are observed when calculating the NINE WEEK grade point average:

1. All semester courses worth .500 credit and year courses worth 1.000 credit will be given a 1.000 credit value.
2. All semester courses worth .250 credit will be given a .500 credit value.
3. All special courses receive their true credit value:
i.e., Vocational courses, CBE, OWA, OWE WORK (3.00 credits).
4. Pass/Fail courses are not included in the grade-point average calculation: i.e., Assistantships, Student Council, etc.

Calculation Procedure: To determine the nine-week grade point average, each letter grade in a course is converted to a quality point based on the four point system (A=4, B=3, C=2, D=1, F=0) and multiplied by the nine-week credit value of the course. The sum of the total quality points is then divided by the sum of the total nine-week credit value of all courses attempted. Note: Passing grades in Advanced Placement courses are weighted on the five point system (A=5, B=4, C=3, D=2, F=0). Students who are in A.P. courses are required to take the appropriate advanced placement test.

Note* Nine week grades for CCP courses differ from the example below. Contact your school counselor for information on GPA calculations for CCP courses.

Example:

Subject	True Credit Value	Course Length	Grade/Quality Points	X	9wk Credit Value	Quality Points
AP English	1.000	Year	B+ (4)	X	1.000	4.000
American History	1.000	Year	C- (2)	X	1.000	2.000
Psychology	.500	Sem	B (3)	X	1.000	3.000
Physical Education	.250	Sem	A (4)	X	.500	2.000

Chemistry Assistant	.500	Year	P (NA)	NA	NA	NA
AP Calculus	1.000	Year	A (5)	X	1.000	5.000
Foods With Flair	.500	Sem	A+ (4)	X	1.000	4.000
				Total	5.500	20.000

$$\text{Nine Week Grade Point Average} = \frac{\text{Total Quality Points}}{\text{Total Credit Value}} = \frac{20}{5.5} = 3.636$$

Final Year Grade Point Average:

To determine the final year grade point average, each final grade in a course is converted to a quality point based on the four point system (the five point system is applied to all advanced placement courses) and multiplied by the true credit value of the course. The sum of the total quality points is then divided by the sum of the total true credit value of all courses attempted. (Note: pass/fail courses and audit courses are not included in the calculation of the final grade point average.)

Example:

Subject	Course Length	True Credit Value	X	Grade/Quality Points	Quality Points
AP English	Year	1.000	X	B+ (4)	4.000
American History	Year	1.000	X	C- (2)	2.000
Psychology	Sem	.500	X	B (3)	1.500
Physical Education	Sem	.250	X	A (4)	1.000
Chemistry Assistant	Year	NA	NA	P (NA)	NA
AP Calculus	Year	1.000	X	A (5)	5.000
Foods With Flair	Sem	.500	X	A+ (4)	2.000
	Total credits	4.250		Total Quality Points	15.500

$$\text{Final Year Grade Point Average (GPA)} = \frac{\text{Total Quality Points}}{\text{Total True Credit Value Attempted}} = \frac{15.5}{4.250} = 3.647$$

Cumulative Grade Point Average And Class Rank:

The Cumulative Grade Point Average and corresponding Class Rank is based on all courses studied in grades 9-12 in which letter grades are issued. Courses where a PASS/FAIL grade or AUDIT is issued are not included in the calculation procedure. Class rank is issued once a year at the conclusion of the school year and reflects a student's cumulative grade point average. The highest cumulative grade-point average in any given class will be considered the number one ranked student in the class. The procedure for calculating the Cumulative Grade Point Average is as follows:

1. The total credits attempted each year are added to the credits attempted in previous years.

2. The total quality points earned each year are added to the total quality points earned in previous years.
3. The total quality points are divided by the total credits attempted yielding the Cumulative Grade Point Average and corresponding Class Rank.

Final Class Rank is derived from the final cumulative grade-point average computed at the completion of eight (8) semesters. The final cumulative grade-point average is computed by dividing the total quality points earned for eight (8) semesters by the total credits attempted for eight (8) semesters.

Grade Promotion Requirements:

3.75 credits needed for promotion to grade 10

8.5 credits needed for promotion to grade 11

12 credits needed for promotion to grade 12

Transcripts and Records:

A Transcript Release Form must be signed by a parent or student (if over 18). There is a \$2.00 fee for each transcript requested, however, transcripts sent electronically do not require a fee. Official transcripts will not be sent to students or parents, but only to institutions or organizations designated by the student. To review cumulative records, a parent or student (if over 18) must request the review in writing. The school has 45 days in which to reply to the request.

Transferring to Another School:

At least one week prior to withdrawing a student from Nordonia High School to attend another school, the parent/guardian should make an appointment with the guidance staff to complete the necessary withdrawal forms to insure a smooth transfer of student records.

Homework Request:

Parents should call the main office (330.468.4601) to request homework for students absent because of illness lasting more than two (2) days. Homework may be picked up the day following the request. The minimum number of days given for make-up work is equal to the number of days the student was absent plus one additional day. Students having had any non-illness related absence(s) which could have been anticipated, such as field trips, college visits, extra-curricular or co-curricular competitions etc., must have all assignments, projects, tests or quizzes ready to be handed in and/or completed on the day they return to school. For longer periods of absence, teachers will meet with the student's School Counselor, and they will jointly determine how much additional time for completion will be granted. Teachers must be given a full 24 hour notice for all homework requests.

Summer School:

Summer school is designed for remedial purposes. Any deviation from this must be submitted to the School Counselor via the Credit Flex application process before a student enrolls in summer courses.

Home Instruction:

Home Instruction is provided for students at all levels of academic performance who are handicapped for a period of time. These handicaps may include, but are not limited to, illness, injury, post-surgery recovery and/or complications with pregnancy. Parents should contact the student's School Counselor as soon as possible if their student has an illness that could become lengthy. Home Instruction will be provided at a rate of one hour for every day out of school. If your child were out for 30 days and unable to receive instruction for 10 of those days, 30 hours of instruction would be provided in the remaining 20 days. Home Instruction is terminated as soon as the student returns to school.

School Fees

2021-2022 School Fees

Grades 9-12

Fee payments will be accepted when school begins and may be paid in one of the following methods:

- EZ Pay www.spsezpay.com
- Mail to the building
- Drop off at the building
- Pay at Orientation or Open House

Students who are approved for free lunches as defined by Federal guidelines will have academic fees waived and pay 50% of the fee charge for athletics and activities. Students who are approved for reduced lunches as defined by Federal guidelines will pay 50% of the academic fee charges and 75% of the fee charge for athletics and activities. Forms are available in the main office and online.

****PLEASE PUT A CHECK MARK IN THE "YES" BOX ON PART 5 OF THE FORM SO A WAIVER MAY BE APPLIED TO FEES AS WELL.***

Waivers will be approved for the following:

- Qualification of free lunch program
- Attach letter from Food Services
- Welfare case load number - must show proof
- AFDC number - must show proof

All checks payable to: Nordonia Hills City Schools. Please include student(s) name(s) on memo line and write a separate check for athletic payments. Payment will be applied to outstanding fees from previous years first.

Student(s) Name _____ Grade _____

<i>Course</i>	<i>Full Fee</i>	<i>Reduced Fee</i>	<i>Course</i>	<i>Full Fee</i>	<i>Reduced Fee</i>
ALL STUDENTS – NAVIANCE	\$ 10.66	\$ 5.33	<i>Biology & Honors Biology</i>	\$25.00	\$12.50
<i>Photography I, II, & III</i>	\$25.00	\$12.50	<i>AP Biology</i>	\$25.00	\$12.50
<i>Painting I & II</i>	\$15.00	\$ 7.50	<i>Physical Sci & Honors Physics</i>	\$25.00	\$12.50
<i>Drawing I & II</i>	\$10.00	\$ 5.00	<i>AP Physics</i>	\$25.00	\$12.50
<i>Ceramics I & II</i>	\$15.00	\$ 7.50	<i>Environmental Science</i>	\$31.75	\$15.88
<i>Art I & II</i>	\$15.00	\$ 7.50	<i>Chemistry/Honors Chemistry</i>	\$31.75	\$15.88
<i>Jewelry I</i>	\$20.00	\$10.00	<i>AP Chemistry</i>	\$42.70	\$21.35
<i>AP Art & Design</i>	\$15.00	\$ 7.50	<i>CCP Chemistry I & II</i>	\$22.00	\$11.00
<i>Foods with Flair</i>	\$30.00	\$15.00	<i>Engineering and Design</i>	\$ 5.50	\$ 2.75
<i>Gourmet Foods</i>	\$40.00	\$20.00	<i>Human Anatomy & Physiology</i>	\$15.00	\$ 7.50
<i>AP Literature & Composition</i>	\$15.00	\$ 7.50	<i>Forensics</i>	\$22.25	\$11.13
<i>English Honors 11</i>	\$15.00	\$ 7.50	<i>AP US History</i>	\$22.00	\$11.00
<i>German I</i>	\$16.25	\$ 8.13	<i>AP World History</i>	\$ 6.00	\$ 3.00
<i>German II CP & Honors</i>	\$16.25	\$ 8.13	<i>Economics CP & Honors</i>	\$1.00	\$0.50
<i>German III Honors</i>	\$16.25	\$ 8.13	<i>Government CP & Honors</i>	\$1.00	\$ 0.50
<i>French I</i>	\$18.75	\$ 9.38	<i>AP Seminar</i>	\$143.00	\$101.00

<i>French II CP & Honors</i>	\$18.75	\$ 9.38	<i>AP Research</i>	\$143.00	\$101.00
<i>French III</i>	\$18.75	\$ 9.38	<i>AP Test Fee</i>	\$ 95.00	\$ 53.00
<i>Spanish I</i>	\$22.75	\$11.38	<i>*AP Govt./Physics/Econ take 2 tests each</i>		
<i>Spanish II CP & Honors</i>	\$22.75	\$11.38			
<i>Spanish IV Honors</i>	\$10.25	\$ 5.13			
<i>AP Spanish</i>	\$28.50	\$14.25	TOTAL AMOUNT DUE	\$	\$

<i>Athletics & Activities</i>	<i>Full Fee</i>	<i>Reduced Fee</i>	<i>Free Fee</i>
<i>Grade 9-12 Athletics (per sport)</i>	\$280.00	\$210.00	\$140.00
<i>Grade 9-12 Band</i>	\$180.00	\$135.00	\$ 90.00
<i>Grade 9-12 Choir</i>	\$ 90.00	\$ 67.50	\$ 45.00
<i>Color Guard</i>	\$150.00	\$112.50	\$ 75.00
<i>Winter Guard</i>	\$180.00	\$135.00	\$ 90.00
<i>TOTAL AMOUNT DUE</i>	\$	\$	\$

Please indicate sport: _____

Rationale for Course Fees:

Art I & II: Paint, paper, glue, pastels, clay, brushes, tape, glue guns, matte board, tagboard, scissors, rubber cement, Exacto knives, block print ink/lino block, blending stumps, markers, etc.

Painting I & II: Paint, brushes, pastels, canvas board, watercolor paper, etc.

Drawing I & II: Paper, pens, pencils, graphite, ink, colored pencils, markers, blending stumps, charcoal, Conte crayons, etc.

Ceramics I & II: Clay, glazes, paint, brushes, misc. sculpture material (foam, plaster, etc.)

Photography I, II, III: Ink cartridges, photo paper, batteries, matte board, spray glue, Exacto knives, darkroom supplies, etc.

Jewelry I: Beads, wire, wire cutters, pliers, masking tape, copper sheeting, saw blades, pre-cut metal shapes, jewelry thread, resin, tweezers, firing racks, metal cleaner, enameling pigments, patinas, etc.

AP Art & Design: Paper, drawing pencils, charcoal, kneaded erasers, watercolor paper, colored pencils, matte board, tape, glue, portfolio folders, paint, scissors, Exacto knives, rulers, etc.

Foods with Flair and Gourmet Foods: Consumable items and ingredients for recipes that encompass several categories. Proteins to be purchased will be beef, chicken, pork (bacon or ham) and eggs. Vegetables purchased are bell peppers, tomatoes, chilies, onions, and lettuce. Fruits purchased are apples. Staple items used are flour, sugar, baking soda and baking powder, powdered sugar, pasta, and canned goods. Miscellaneous items such as plastic storage bags, paper bags, dressings, cooking spray, foil, saran wrap, wax paper, toothpicks, dish soap, laundry detergent, and cleaning supplies.

AP Literature and Composition: Supplemental books

English Honors 11: Supplemental books

Physical Science/Physics: Lab materials, rocket kits, protractors, rulers, timing motor rolls, masking tape, glue, magnet wire, half-life simulation kit, graphing supplies, glue, helium, etc. Students will get to experience 1-3 labs per chapter. Physics Day at Cedar Point is an optional trip at an additional cost.

Biology courses: Lab materials, insect specimens, dissection specimens, live materials for slide preparation, enzyme lab kits, diffusion lab kits, microscope slides and preparation materials, chemicals.

Environmental Science/Chemistry: Lab materials, chemical compounds, metal samples, glassware, safety goggles, dropper bottles, food items for testing, gloves, pH paper, indicators, wood splints, and chromatography kits. AP Chemistry purchases a chemical equation handbook. Environmental Science uses water testing kits.

Forensics: Course manual and lab materials including microscope slides, trace evidence samples, simulated blood, dehydrated DNA, enzymes and solutions.

Engineering and Design: Lab materials, balsa wood, tape, glue, waxed paper, contact cement, and masking tape. Due to the nature of many projects, students will need to supply some simple materials based on their individual designs.

Human Anatomy and Physiology: Specimens for dissection laboratory at the end of the semester.

World Languages: Workbooks for all classes and levels.

AP US History/AP World History: Study workbooks and online access.

Government and Economics: Primary documents

Choir: Music, piano tuning/moving, equipment, accompanist

Naviance: Naviance provides tools that help with college and career planning, goal setting and more from a single portal, supported and monitored by educators and parents. Some of the tools include SuperMatch College

Search, Scholarship Match, Career Assessment, Resume Builder, Learning Style Inventory, and Test Prep ACT. Guidance can send college application documents electronically negating the \$3 per application transcript fee. Naviance ACT Test Prep is a personalized, adaptive learning solution that allows students to focus on skills needed to maximize their ACT score. Individualized test prep and skill-building tools according to their individual needs can negate the need to spend large amounts of money on other test prep programs.

Textbooks

Textbooks, library books and certain other materials are issued to students free of charge and must be returned in good condition. Fines are charged for damage considered to be excessive or beyond normal wear. Students are responsible for all Board-owned materials issued to them and will be charged for lost or stolen items at replacement cost. Be sure your locker is secure; if your lock does not work properly, report it to your unit principal immediately and ask that it be repaired.

Early Graduation:

There are many advantages and opportunities for students to expand their academic and social development by completing four full years of high school. There are, however, circumstances where early graduation is desired to better enable a student to accomplish the necessary college educational requirements for their career goal. To this end, Early Graduation will be considered for approval, but it is not intended for the student who simply wants to graduate early.

- a. The student must submit an application by **March 1** of the sophomore year.
- b. A student/parent/Principal conference must be scheduled prior to **May 1** of the sophomore year. An educational plan detailing the request of early graduation and its relationship to the student's overall education will be completed and submitted prior to the conference. Assistance should be obtained from the guidance department in preparing the educational plan.
- c. The student must have earned the minimum 14 credits prior to the end of the sophomore year and have an accumulative G.P.A. of 3.5.

Graduation Requirements And Diploma Criteria

To qualify for graduation from Nordonia High School, students must meet the following minimum requirements:

1. Shall have earned 21 or more credits in the required courses as indicated:

<u>AREA</u>	<u>CREDITS</u>	<u>REQUIRED COURSEWORK</u>
English	4	Grades 9, 10, 11, 12
Math	4	Grades 9, 10, 11, 12
Science	3	Biology or Honors Biology, Grade 9 Physical Science or Honors Physics, Grade 10 Environmental Science, Chemistry or Honors Chemistry, Grade 11
Social Studies	3	World History Grade 9 U.S. History Grade 10 American Government Grade 11 Economics Grade 11
Health	1/2	Grade 9
Physical Education	1/2	Grades 9 and 10
Fine Arts	1	
Elective Credits	5	

2. In July 2019, State law introduced new, permanent graduation requirements that are available for the classes of 2021 and beyond. Students in the class of 2022 have the option to meet the new requirements. The class of 2023 and beyond must meet these requirements.

The new requirements are comprised of three key components:

- a) Course Completion – students will satisfy Ohio’s curriculum requirements and any additional local requirements.
- b) Competency Demonstration – students will demonstrate competency (score of 684) in the foundational areas of English and Math, as evident by earning a competency score on the ELA 2 EOC and ALG 1 EOC, or through alternative demonstration. Alternative demonstrations include:
 - i. College Credit Plus Math or English credit in the subject area not passed.
 - ii. Career Experience and Technical Skill – complete two demonstrations to show competency, at least one of which is foundational.
 - Foundational – WebXams, Industry Cert, or Pre-Apprenticeship Program
 - Supporting – Complete 250 hours experience, WorkKeys, or OhioMeansJobs Readiness Seal
 - iii. Military Readiness –meeting the requirements to enlist in the military
- c) Readiness Demonstration – students will demonstrate readiness for their post-high school paths by earning two (2) diploma seals, at least one of which must be state issued:

State-Defined Diploma Seal*	Requirements
Ohio Means Jobs Readiness Seal	Meet the requirements and criteria established for the readiness seal, including demonstration of work-readiness and professional competencies.
State Seal of Biliteracy	Meet the requirements and criteria, including proficiency requirements on assessments in a world language and English.
Industry-Recognized Credential Seal	Earn an approved industry-recognized credential that is aligned to a job considered in demand in this state and its regions. (More information is forthcoming.)
College-Ready Seal	Earn remediation-free scores on the ACT or SAT. Current remediation-free scores can be found
Military Enlistment Seal	Provide evidence that a student has enlisted in a branch of the U.S. Armed Forces; or Participate in an approved JROTC program. (More information is forthcoming.)
Citizenship Seal	A student can: <ol style="list-style-type: none"> 1. Earn a score of proficient or higher on both the American history and American government end-of-course exams; 2. Earn a score that is at least equivalent to proficient on appropriate Advanced Placement or International Baccalaureate exams; or

	3. Earn a final course grade that is equivalent to a “B” or higher in appropriate classes taken through the College Credit Plus program.
Science Seal	A student can: 1. Earn a score of proficient or higher on the biology end-of-course exam; 2. Earn a score that is at least equivalent to proficient on appropriate Advanced Placement or International Baccalaureate exams; or 3. Earn a final course grade that is equivalent to a “B” or higher in an appropriate class taken through the College Credit Plus program.
Honors Diploma Seal	Earn one of six Honors Diplomas outlined below: 1. Academic Honor Diploma 2. International Baccalaureate Honors Diploma 3. Career-Tech Honors Diploma 4. STEM Honors Diploma 5. Arts Honors Diploma 6. Social Science and Civic Engagement Honors Diploma
Technology Seal	A student can 1. Earn a score that is at least equivalent to proficient on an appropriate Advanced Placement or International Baccalaureate exam; 2. Earn a final course grade that is equivalent to a “B” or higher in an appropriate class taken through the College Credit Plus program; or 3. Complete a course offered through the district or school that meets guidelines developed by the Department. (A district or school is not required to offer a course that meets those guidelines.) (More information is forthcoming.)
Locally Defined Diploma Seals*	Requirements
Community Service Seal (locally defined)	Community Service Seal: A student shall meet the requirement for this seal by completing a community service project that is aligned with the following guidelines: Five (5) hours of community service as defined in this policy for each year enrolled at Nordon High School, not to exceed twenty (20) hours.
Fine and Performing Arts Seal (locally defined)	Fine and Performing Arts Seal: A student shall meet the requirement for this seal by demonstrating skill in the fine or performing arts according to an evaluation that is aligned with the following guidelines: Four (4) points to be accumulated at the following rate: one (1) point for each one-half (1/2) credit of fine or performing art courses (including drama); one (1) point for participation in each NHS drama or musical production (cast, crew, or orchestra); or acapella choir.
Certified Student Engagement Seal (locally defined)	A student shall meet the requirement for this seal by participating in extracurricular activities such as athletics, clubs, or student government to a meaningful extent, as determined by the following guidelines: Four (4) points to be accumulated at the following rate: one (1) point for each season of participation on an NHS athletic team; one (1) point for participation in each NHS drama or musical production (cast, crew, or orchestra); one (1) point for each semester as a member of an NHS band

(e.g., marching, concert, jazz, wind ensemble) or acapella choir; one (1) point for each semester as an NHS class officer or member of student leadership; one (1) point for each year as a member of a Board-approved NHS extracurricular activity/club.

Refer to the Program of Studies Booklet for a complete listing/ description of courses offered. Only those students who have completed these specified graduation requirements will be permitted to participate in the commencement exercises.

Diploma with honors

Criterion	Ohio Diploma	Academic Honors Diploma	Career Tech Honors Diploma
Math	4 units, must include one unit of algebra II or equivalent	4 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content	4 units, Algebra I, Geometry, algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content
Science	3 units	4 units, including two units of advanced science	4 units, including two units of advanced science
Social Studies	3 units	4 units	4 units
World Languages	N/A	3 units of one world language, or no less than 2 units of each of two world languages studied	2 units of one world language studied
Fine Arts	2 Semesters	1 unit	N/A
Electives	5 units	N/A	4 units of Career-Technical minimum
GPA	N/A	3.5 on a 4.0 scale	3.5 on a 4.0 scale
ACT/SAT/WorkKeys	N/A	27 ACT/1280 SAT	27 ACT/1280 SAT WorkKeys (6 Reading for Information & 6 Applied Mathematics)
Field Experience	N/A	N/A	Complete a field experience and document the experience in a portfolio specific to the student's area of focus
Portfolio	N/A	N/A	Develop a comprehensive portfolio of work based on the student's field of experience or a topic related to the student's area of focus that is reviewed and validated by external experts
Additional Assessments	N/A	N/A	Earn an industry-recognized credential or achieve proficiency benchmark for appropriate Ohio Career-Technical Competency Assessment or equivalent

Criterion	STEM Honors Diploma	Arts Honors Diploma (includes dance, drama/theatre, music and visual art)	Social Science & Civic Engagement Honors Diploma
Math	5 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content	4 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content	4 units, Algebra I, Geometry, Algebra II (or equivalent), and one other higher level course or 4 course sequence that contains equivalent or higher content
Science	5 units, including two units of advanced science	3 units, including one unit of advanced science	3 units, including one unit of advanced science
Social Studies	3 units	3 units	5 units
World Languages	3 units of one world language, or no less than 2 units of each of two world languages studied	3 units of one world language, or no less than 2 units of each of two world languages studied	3 units of one world language, or no less than 2 units of each of two world languages studied
Fine Arts	1 unit	4 units	1 unit
Electives	2 units with a focus in STEM courses	2 units with a focus in fine arts course work	3 units with a focus in social sciences and/or civics
GPA	3.5 on a 4.0 scale	3.5 on a 4.0 scale	3.5 on a 4.0 scale
ACT/SAT/WorkKeys	27 ACT/1280 SAT	27 ACT/1280 SAT	27 ACT/1280 SAT
Field Experiences	Complete a field experience and document the experience in a portfolio specific to the student's area of focus	Complete a field experience and document the experience in a portfolio specific to the student's area of focus	Complete a field experience and document the experience in a portfolio specific to the student's area of focus
Portfolio	Develop a comprehensive portfolio of work based on the student's field experience or a topic that is related to the student's area of focus that is reviewed and validated by external experts	Develop a comprehensive portfolio of work based on the student's field experience or a topic that is related to the student's area of focus that is reviewed and validated by external experts	Develop a comprehensive portfolio of work based on the student's field experience or a topic that is related to the student's area of focus that is reviewed and validated by external experts
Additional Assessments	N/A	N/A	N/A

Loss Of Commencement Privileges

During the final six weeks of school, any senior who is suspended for damaging school property or contributes to, or displays, disruptive behavior, such as but not limited to, pulling fire alarms, making bomb threats, setting off smoke/stink bombs, food fights, assault and battery, etc. or any other disruptive behavior will forfeit his/her privilege of participation in the high school commencement ceremony.

Cuyahoga Valley Career Center Student Guidelines

Career Center students should understand that the Career Center is an extension of Nordonía High School. Although many rules, regulations and policies are common to both schools, some are unique to one school or the other. It is your responsibility to familiarize yourself with the rules and policies of each school. The following guidelines will help to answer some of the questions most frequently asked by Career Center students.

1. Students are generally not permitted to drive to the Career Center. If your vocational instructor sees the need for you to drive, he will issue you a driving permit.
2. If you miss the bus to the Career Center, see your Associate Principal's Secretary. You will be permitted to drive to the Career Center due to missing the bus one time only per semester. Any other "missed bus" situations will require your parent to pick you up and transport you to the Career Center.
3. If you have permission to drive, you are not allowed to take passengers unless your pass specifically states that you may.
4. Driving to the Career Center without permission and/or being an authorized passenger in a vehicle driven to the Career Center will result in disciplinary action at both schools.
5. Morning Career Center students will arrive back at NHS at approximately 11:30 a.m. and should enter the building immediately upon arrival. No one should go to the parking area or anywhere else without permission in writing. Failure to enter the building immediately upon arrival may be considered grounds for suspension from school.
6. Students who have been authorized to drive to and from the Career Center may be considered tardy to class if they arrive after the end of the passing period. Students may be considered absent from class if they miss more than half of the period.
7. Both morning and afternoon Career Center students must follow the Sign-out Procedure if any NHS time is missed due to appointments. Admission slips may be required for readmission to any class after an absence of any kind. These should be picked up in the Associate Principal's Office.
8. If you leave for an appointment from the Career Center, be sure to follow their Sign-out Procedure.
9. Students serving Out-of-school Suspensions are suspended from **BOTH** schools. Students assigned to In School Suspension at the Career Center will generally be permitted to attend Nordonía.

All CVCC students, when riding to or from the Career Center, are subject to the same bus regulations as all students. Violations of these bus regulations may result in denial of transportation to the Career Center and/or additional disciplinary action including denial of driving privileges. Students will then be required to provide their own transportation to the Career Center, but will not be permitted to drive themselves.

Nordonia High School Counseling Program

The School Counseling Program at Nordonia High strives to provide a comprehensive counseling program aligned with the American School Counseling Association's National Model (ASCA). The school counselors at Nordonia High School address the academic and developmental needs of all students, not just those in need, by collaborating with students, parents, school staff and the community. Through the school counseling program our counselors design, implement, and maintain guidance programs aligned with the educational mission and philosophies of the Nordonia Hills School District. These programs are aimed at helping students develop competencies in academic achievement, personal social and social development, and career planning. The counseling program curriculum is delivered through various methods including individual counseling, small group counseling, large group programming, and classroom settings. School counselors help students create an academic plan for their education and to prepare for successful careers after graduation. Through exposure to the comprehensive counseling curriculum, School Counselors help students develop the necessary skills, such as organizational, time-management, and study skills. They also help students overcome obstacles that may form barriers to learning by helping students respond to issues which commonly occur during the developmental stages of adolescence. School counselors collaborate with administrators and other educators to ensure that the school counseling program helps fulfill the mission of the school by setting annual goals and putting mechanisms in place to facilitate the successful and effective delivery of the school counseling program. School counselors hold their program accountable for student achievement by monitoring student progress to ensure that the school counseling program meets its desired goals and objectives. School counselors collect, analyze, and present statistics about grades, tests scores, attendance and disciplinary records, and other information to make data-based and data-driven decisions about the school counseling program. School counselors are an integral part of the whole school community working to help children, teachers and other school personnel and parents. (Information Adapted from Who Are School Counselors? ACA, ASCA, and NEA 2008)

Alcohol, Tobacco, Other Drug Prevention Program

This program is coordinated for grades kindergarten through 12th grade. Comments, concerns or questions about alcohol/tobacco/vape or other drug abuse should be directed to the Alcohol, Tobacco and Other Drug Prevention Office which is located in the Guidance Office in the high school at **1.330.908.6020**.

Work Permits (age and schooling certificates):

State law requires that students under 18 must have a work permit for most jobs while school is in session. A work permit is not required for students over 16 years of age during summer vacation months. Students may obtain the proper forms from the Guidance Office Secretary.

College Representatives:

Upperclassmen will be notified of the schedule of college/ technical school and military representatives visiting the Guidance area during the school year and may schedule time to visit with representatives through the Guidance Office. All students scheduled to meet with a representative must seek the permission of all teachers of classes to be missed. Students will not be permitted to attend an information session without teacher(s) permission and signatures.

TECHNOLOGY

Nordonia Hills City Schools Student Device Acceptable Use Policy

The Google Chromebook and any accessories that have been issued to students are the property of the Nordonia Hills City School District. The Chromebook is on loan to the student and must be used in accordance with the following policies & procedures as well as those outlined in the Technology Acceptable Use Policy for Students:

Parents/guardians may be given the child's login name and password so that they can supervise the student's use of the computer.

Parent/guardians and students should be aware that although internet access will be filtered outside of school, usage should still be closely monitored.

- The District has the right to randomly inspect any Chromebook, application, or peripheral device on any or all Chromebooks on a regular basis. This includes but is not limited to browser history, email, media that has been accessed, downloaded or created, documents, pictures, and all files. The District has the right to review these items for appropriateness and to limit or revoke a student's access to them.
- Each Chromebook is assigned to an individual student. Students should never "swap" or "share" their laptop with another student, friend, or sibling. Chromebooks are district property and should not be used for personal use by anyone.
- Keep your login and password private; use by anyone other than yourself creates a security risk to your files. If you forget your password or wish to change it, please see your teacher.
- Students must have their Chromebooks with them at school. Students should bring the Chromebook to school fully charged.
- Use of the computer for anything other than teacher directed or approved activities prohibited during instructional time is prohibited. This includes, but is not limited to, internet or computer games and other entertainment activities, email, instant messaging, chat, and use of the internet for anything other than school-related research.
- Pornographic, obscene, or vulgar images, sounds, music, language or materials, including screensavers, backgrounds, and or pictures are prohibited. District policy will be followed.
- Students are not allowed to download or install any software or other materials. District technology staff will perform all approved software installations.
- Computers are not to be used to take pictures or videos without the consent of all persons being photographed. Taking photos or video at school should only be done for instructional purposes as directed by the teacher.
- Students will not use the laptop for illegal purposes. Students will not deliberately use the laptop to personally attack, annoy, harass, or bully others. Any such activities will be reported to the appropriate district personnel, as well as local, state, or federal authorities.

- Appropriate and responsible use is expected of all users. Violation of any policies or procedures outlined in the Technology Acceptable Use Policy or the Laptop Acceptable Use Policy will be subject to the appropriate disciplinary action as outlined in the AUP's.

Date: _____

Parent Name: _____ Student Name: _____

Parent Signature: _____ Student Signature: _____

Student/Parent Chromebook Loan Agreement

2021-2022

In this agreement, “You” and “your” means the parent/guardian and student enrolled in Nordonia Hills City School District. The “property” is a Chromebook owned by Nordonia Hills City School District.

Terms: You will comply at all time with the Nordonia Hills City School District’s Student Network and Internet Acceptable Use and Safety Agreement, incorporated herein by reference and made a part hereof for all purposes. Any failure to comply may terminate your rights of possession effective immediately and the District may repossess the property.

Title: Legal title to the property is in the District and shall at all times remain in the District. Your right of possession and use is limited to and conditioned upon your full and complete compliance with this Agreement and the Student Network and Internet Acceptable Use and Safety Agreement.

Loss or Damage: If the computer is damaged due to a malicious act or through negligence, the student shall be responsible for the full cost of repair. District will take responsibility for actually making the repairs and replacements. If the computer is destroyed beyond repair due to a malicious act or through negligence, the student shall be responsible for the full cost of replacement. If the computer is lost or stolen as a result of student negligence the student shall be responsible for the full cost of replacement. Loss or theft of the property must be reported to the District by the next school day after the occurrence. You may lose privileges of taking them off campus.

Repossession: If you do not timely and fully comply with all terms of this Agreement and the Student Network and Internet Acceptable Use and Safety Agreement, including the timely return of the property, the District shall be entitled to declare you in default and repossess the property, or if unable to repossess the property, charge you the replacement cost.

Term of Agreement: Your right to use and possession of the property terminates not later than the last day of the school year unless earlier terminated by the District or upon withdrawal from the District.

Appropriation: Your failure to timely return the property and the continued use of it for non-school purposes without the District’s consent may be considered unlawful appropriation of the District’s property.

Student Signature _____ Date: _____

Parent Signature _____ Date: _____

Note: internet access is available in all buildings to all students, staff and community members. However, per district policy, all users must sign the “acceptable use policy” and adhere to its requirements. These signed policies must be on file in the main office in each building. A list of names of students, staff or community members who are being denied access for any reason will also be available in the main office.

As Nordonia High School continues to move toward a technology-advanced environment, students should understand that the use of the school's computers and related technology is a privilege. It is assumed that our students will use the computers for productive work and agree to use them with trust, courtesy, and respect.

- 1) Trust means that students will carry out school tasks directly and honestly. It means that students know that they may not copy the software from the machines; copy, destroy, or damage another student's files or messages; or attempt unauthorized access to files or networks in or out of the building. It means that students will not transmit or produce threatening or offensive messages on the computer or network.
- 2) Courtesy means that students will keep the workstation and the school's equipment in good condition for use by other students. It means that students will print documents only after careful review of the work on the screen and that students will not waste paper or printing time on careless or unnecessary items. It means if other students are waiting for access to computers, students will complete work as quickly as possible.
- 3) Respect means that students will obey the direction of teachers; that students will use the equipment for educational work unless given specific permission from a teacher; students will ask for help if unable to do an operation on the computer or if there is a problem with the equipment. Students will not eat or drink at any work station. It means that students will respect copyright law by not doing any unauthorized copying. It means that students will follow any sign-up and usage rules for the area in which they are working.

Failure to comply with these principles will result in the student losing the privilege of using the school's computers and/or be subject to penalties consistent with the other sections of the student handbook.

Communication Devices And Personal Electronic Equipment

For purposes of this policy, electronic communication devices (“ECDs”) means any device that is powered by batteries or electricity and that is capable of receiving or transmitting communications from or to another ECD or person. A student has no expectation of privacy in the use of an ECD on District property.

Students are prohibited from using ECDs during instructional time, whether occurring on or off of Board property, unless otherwise authorized by the student’s teacher or an administrator. Use of ECDs during instructional time shall be limited to educational/instructional purposes only.

Students are permitted to use ECDs outside of instructional time, such as before school, after school, during lunch break, during after-school activities if permitted by the supervisor, and between classes. A student’s use of ECDs may be restricted during any of the aforementioned times if requested by a teacher or administrator. Use of ECDs must comply with state and federal law, Board Policy, and the Student Code of Conduct.

Students are permitted to use ECDs on their school buses or other District-supplied transportation, unless prohibited by the driver, or the teacher, coach, advisor, or other supervisor of the students receiving transportation.

No student shall use an ECD to record images, video or audio of another student or staff member without the express permission of the person being recorded. ECDs shall not be used to record images, video, or audio at any time or place on District property where a reasonable expectation of privacy exists, such as in locker rooms, bathrooms, shower facilities, or any other place where persons may be found in a state of undress.

Students are prohibited from using ECDs to facilitate academic dishonesty by way of recording and/or transmitting test materials or information.

Violations of this policy will result in the ECD being confiscated. A confiscated ECD will only be returned to the student's parent or guardian at the end of the school day. A student who violates this policy may also be subject to discipline, including suspension and/or expulsion, and/or may have the privilege of using an ECD suspended or revoked.

If, in the judgment of the student's building administrator, a violation of this policy potentially constitutes an illegal act, the ECD may be provided to law enforcement. As with any other item of personal property, students are solely responsible for the safety and security of their own ECDs.

IMC (Instructional Media Center)

Mission Statement: The mission of today's library media program is to ensure that all members of the school community are effective users of ideas and information in all formats by providing resources and instruction fundamental to success in today's information and knowledge based society.

Our school library links to the wider information network supporting the use of books and digital information sources, addressing academic content standards, complementing and enriching textbooks, and classroom instruction.

The library media program equips students with 21st century information literacy skills, fosters the imagination and promotes literacy through utilization of our popular fiction collection, and prepares students to become critical thinkers and live as responsible citizens.

1. Hours: Monday through Friday 7:00 a.m. – 2:45 p.m.

A student may use the IMC throughout the school day during study hall and lunch or with a pass from his/her classroom teacher, space permitting. Scheduled content classes within the IMC space always take priority to study hall classes. The IMC is also available before and after school. The IMC is a place for research, study, reading, viewing and browsing books, newspapers and magazines. Many Internet-based research tools also are available for student use with a certified librarian providing instruction and assistance as needed. Use of IMC resources is an integral part of the high school educational experience and, as such, has a direct impact on academic success.

Other services for students located in the IMC include:

- Help with Nordonia Google accounts (set up and troubleshooting)
- Assistance with Chromebook (loaners and troubleshooting)
- Logging onto the school computers
- Checking out classroom textbooks (English, Social Studies, and Math) for at-home use

- Logging into the school wireless Internet system with electronic devices
- Proofreading and citation assistance for research assignments and other school projects
-

2. Knight Readers Book Club Students are invited to join the Knight Readers Book Discussion Club anytime throughout the school year. Books and genres are chosen by the group and informal, after-school discussions are held every 4-6 weeks.

3. Virtual Instructional Resources: The high school IMC has a multitude of powerful resources for student homework assignments, research projects, and other information needs. As part of helping students to be college and career ready, we promote our virtual library resources in order to better prepare students to locate the most credible and current research information. We recommend using authoritative, reliable, and current resources instead of a general search engine, in order to cite the best information for school assignments. We have many databases students can access at home, school, or any computer with Internet access (including tablets and smartphones). Begin by opening the Nordoniaschools.org home page at:

i. www.nordoniaschools.org.

Click on **Students > IMC Research Portal** to easily access the following electronic databases.

Databases are listed below by categories Databases and passwords are subject to change without notice. If you experience difficulty in utilizing these resources, please see the librarian in the IMC. To ease the use of our resources, we have created a uniform username and password to access our virtual resources.

- Username/password to use all of our resources:
- Username: nordonia Password: knights
- Direct Link To The Imc Research Portal: <http://www.galesites.com/k12/nshs/>
- Search Books in our online catalog. Download the Bookmyne App to access our catalog via any smart device!



- QR Code for IMC Research Portal:

ii. Database Descriptions:

- Biography Reference Bank - Biographical information on historical and contemporary figures of note from around the world.
- Ebscohost - The most used database in colleges across the country and contains thousands of full-text articles from authoritative and academic journals and magazines. Click on Grades 9-12 tab for correct search features.
- Gale Virtual Reference LIBRARY (eBooks) - Searchable electronic reference books covering science, biography, history, culture, law, medicine & literature. To access, enter password: knights.
- IMC Online Catalog - Books, DVDs and other IMC materials can be located by author, title, subject, keyword, or format, including eBooks.
- Opposing Viewpoints - A complete resource for pro/con information on contemporary social issues. Includes viewpoint articles, topic overviews, statistics, primary documents, links to websites, and full-text magazine and newspaper articles. To access, enter password: knights.

- f. Points Of View - A full-text database of articles presenting multiple perspectives of current issues. Each topic includes an overview, point (argument) and counterpoint (opposing argument), and critical thinking guide.
- g. Science In Context - Full-text magazines, academic journals, news articles, experiments, images, videos, audio files and links to vetted websites on hundreds of today's most significant science topics. To access, enter password: knights.
- h. Science Online - Includes information on topics in all the science fields. Includes a collection of images, videos and animations.
- i. U.S. History In Context - A complete overview of U.S. history covering the most-studied events, issues and current information combining book & magazine articles, primary source documents and media clips. To access, enter password: knights.
- j. World Book Encyclopedia - Encyclopedia articles, dictionary, subtopic guidance for broad topics, and excellent graphics, as well as French & Spanish versions.
- k. World History In Context - An overview of world history covering the most-studied events, issues and current information combining book & magazine articles, primary source documents and media clips. To access, enter password: knights.

III. IMC Guidelines

All rules cited in the student handbook are fully enforced in the Instructional Media Center at all times. IMC study hall privileges may be suspended for failure to comply with school rules. In addition, to insure its optimal use, the following rules apply:

- a. Mature and respectful behavior is expected at all times.
- b. Food and beverages are not permitted at computer workstations.
- c. Electronic devices are permitted for educational purposes only.
- d. All materials must be checked out at the circulation desk. Detentions and/or charges may result if materials are not properly checked out.
- e. Materials must be returned on or before due date or renewed
 - i. Failure to return materials on time will result in overdue notices.
 - ii. A detention notice will accompany the third overdue notice. This detention may be cancelled if the overdue items are returned the next school day.
 - iii. Replacement costs and processing fees will be charged for lost or damaged materials.
 - iv. All fees must be paid before a student is permitted to graduate.
- f. Failure to comply with stated guidelines may result in the loss of IMC privileges and/or disciplinary action as deemed appropriate by IMC staff in consultation with the administration.

EXPECTATIONS FOR STUDENTS

Student Rights/Responsibilities

Preamble: It is our belief that students are entitled to basic civil liberties. It is the duty of the school to encourage the exercise of these liberties with the understanding that students have the obligation to develop a sense of responsibility and good citizenship.

1. Clubs and Other Student Organizations:

School clubs and other organizations must be chartered according to provisions established in the constitution of the student government. Each organization or club shall have a set of bylaws approved by the student government which shall:

- a. Not be in conflict with the constitution of the student government,

- b. Provide for a faculty sponsor/advisor,
- c. Provide for a roster of members to be filed with student government, and
- d. Set forth membership qualifications which do not exclude students based on race, color, creed, gender, religion or political belief.

The student government has the authority to revoke the charter of any group or club violating any item above.

2. Distribution of Printed Material:

Students must request authorization from the Principal to distribute on school property petitions, handouts, leaflets or any other literature written by or signed by students. To be considered for approval, the request must be submitted to the Principal two (2) days before the desired date of distribution and must include:

- a. The source of the material
- b. Two (2) copies of the material

The Principal may approve or disapprove the request. If approval is granted, the time and place of distribution will be designated by the Principal.

3. Distribution of Commercial Material:

No commercial material of any kind may be distributed on school property unless authorized by the Principal or his designee. No group or individual may conduct an unauthorized fund-raiser.

4. Equal Rights Opportunity, Title IX:

The provisions of the Civil Rights Act of 1964 and Title IX of the Educational Amendments of 1972 are guaranteed to all students. Alleged violations of these guarantees may be remedied by following the process **posted in the Guidance Office.**

5. Leadership Council:

The Leadership Council is made up of students wishing to be part of the school community seeking to make Nordonia High School a great place to grow and learn, but is less formal than the Student Council.

Requirements to participate include a 2.5 G.P.A. and a simple application procedure. Leadership Council meets twice monthly and has a variety of sub-councils working throughout the school year.

6. Political/Symbolic Expression:

Students are permitted to wear political buttons, armbands or badges of symbolic expression as long as such expression does not disrupt the educational process. Any expression determined by the Principal to be lewd, obscene, disruptive or suggestive is not permitted.

7. School Communications:

The administration, faculty, and students shall jointly establish regulations regarding the manner, time and place for using the communication facilities of the school. Access shall be available to student groups for announcements and statements to the student body through the P.A. system and designated bulletin boards.

8. Student Council:

The Nordonia High School Student Council is primarily a service organization. Its projects include sponsoring the visit by the Bloodmobile in the spring, conducting class officer elections and sponsoring

Homecoming. Membership is by application with a minimum 2.5 grade point requirement. Application to Student Council is made at the end of the school year with members serving the following year. Student Council is a regularly scheduled class for which a student may earn one-half credit per year.

9. Student Government:

Provision shall be made for the establishment of a student government with offices open to all qualified students. The student government will establish reasonable standards for candidates for office.

10. School Newspaper:

Provision shall be made for the establishment of a school newspaper according to these guidelines:

- a. The faculty advisor will instruct and advise the newspaper staff on matters of style, grammar, format and suitability of material.
- b. Final decisions as to the suitability of material shall rest with the Principal after consultation with the advisor and student editor.
- c. Any material will be considered unsuitable that:
 - i. Clearly advocates activity endangering the health and safety of students and/or school staff,
 - ii. Clearly advocates activity threatening to disrupt the educational process of the school,
 - iii. Is of a libel or obscene nature,
 - iv. Advocates violation of the law or school regulations, or
 - v. Is false in the light of available facts.
- d. School publications such as the school newspaper, literary magazine and yearbook are connected to the overall school program and subject to editorial control by the school's authorities.

11. Teacher Critique:

Any student under the supervision of a teacher may, if he/she desires, write a critique on the performance of that teacher and submit it to the teacher and/or Principal. The critique may include constructive criticism and possible solutions to problems as perceived by the student.

Dance Expectations

School dances are held for currently enrolled students of Nordonia High School. Any non-Nordonia High School student in attendance at these functions will be held accountable to all school rules and must have submitted a Social_Contract signed by the student and parent on file in the unit principal's office. In addition, appropriate discipline measures will be applied to any Nordonia student whose guest is found to be in violation of school rules and procedures, as if they had committed those violations themselves.

- Students will not be admitted to dances after 10:00 p.m.
- Any student leaving school dances will not be readmitted.
- Students are expected to dress in a neat, clean, and modest manner. Any apparel that, in the opinion of the administration, is inappropriate or violates health and safety codes is prohibited.
- A student shall not engage in any act that is potentially harmful to the health, welfare, and safety of the student himself, other students, or staff.

- A student shall not refuse to comply with reasonable requests, orders, and directions of teachers, administrators, or other authorized personnel during any period of time when the student is in attendance at the event.

A student shall not use, sell, distribute, possess, be under the influence of, or smell of, alcoholic beverages, illegal drugs, narcotics, or tobacco at any time.

Student Photographs

Ohio Revised Code 3319.321 states:

No person shall release, or permit access to, the names or other personally identifiable information concerning and students attending a public school to any person or group for use in a profit-making plan or activity.

No person shall release, or permit access to, personally identifiable information other than directory information concerning any student attending a public school.....without the written consent of the parent, guardian or custodian of each student who is less than eighteen years of age, or without the written consent of each such student who is eighteen years of age or older.

Directory Information includes a student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, date of graduation, and awards received.

Video Security

In accordance with Board policy 7440, video surveillance equipment may be utilized in appropriate public areas in and around the schools and other District facilities. Such equipment is utilized as part of a program for security of the school buildings, school grounds and school equipment.

Dress Code

The Board of Education recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the schools. Accordingly, the Superintendent shall establish such grooming guidelines as are necessary to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes. Such guidelines shall prohibit student dress or grooming practices which:

- a. present a hazard to the health or safety of the student himself/herself or to others in the school;
- b. materially interfere with school work, create disorder, or disrupt the educational program;
- c. cause excessive wear or damage to school property;
- d. prevent the student from achieving his/her own educational objectives because of blocked vision or restricted movement.

Such guidelines shall establish the dress requirements for members of the athletic teams, bands, and other school groups when representing the District at a public event.

The Superintendent shall develop administrative guidelines to implement this policy which:

- a. designate the principal as the arbiter of student dress and grooming in his/her building;

- b. may invite the participation of staff, parents, and students in the preparation of a dress code which may specify prescribed dress and grooming practices, but may not amplify the rationale for prohibition established by Board policy;
- c. instruct staff members to demonstrate by example and precept wholesome attitudes toward neatness, cleanliness, propriety, modesty, and good sense in attire and appearance;
- d. ensure that all rules implementing this policy impose only minimum and necessary restrictions on the exercise of the student's taste and individuality. Students who violate the foregoing rules will not be admitted to class and may be suspended from school. LEGAL REFS: O.R.C. §§3313.20, 3313.60, 3313.661, 3313.665.

Transportation

Driving and Parking Regulations

The Nordonia Hills Board of Education provides transportation for all pupils as required by the laws of the State of Ohio. Thus, driving to school is a privilege for which the student must accept responsibility. Please note that all fees for the prior school year must be paid in full to purchase a parking permit.

When a student from the high school is stopped by the Macedonia police for a traffic violation, going to or coming home from school, when feasible, a written warning may be issued in lieu of a citation. These written warnings will be forwarded to the chief so they can be given to the high school administration, so the student's parking pass may be pulled. This does not include traffic crashes where a citation, if warranted, will be issued.

Parking Regulations:

- 1) Students desiring to drive to school must register their vehicles (cars, motorcycles, trucks, etc.) in the student unit office and obtain an NHS parking permit. State of Ohio vehicle registration and driver's license must be presented when picking up the permit. The cost for registration is **\$30.00**. Parking permit applications are now available ONLY on-line. You can find the link on the high school website. Fill it out completely, making sure to have parental approval. Once the form is completed (submitted), go to the high school Main Office to pay the fee and to receive the parking sticker. If you have any questions, please call 330-468-4601.
- 2) All students parking on school property should have minimum insurance coverage since the school, by state law, is not liable for and will not assume responsibility for theft or damage to vehicles.
- 3) Parking permits must be displayed on the driver's side lower corner of the front windshield. Students are responsible for the security of their permit. Replacement permits will not be issued.
- 4) Parking permits are not transferable between individuals. The permit may be used only by the student purchasing the permit and in the vehicle(s) listed on that student's parking application.
- 5) Vehicles must be parked in designated student lots only. The area directly in front of the building and the strip at the south end of the building are faculty parking lots and are off limits to students. The lot across South Bedford Road is not to be used during school hours.
- 6) Students who violate traffic laws, recklessly operate and/or speed on school property, on their way to school or on their way from school may receive a consequence.

- i. Students who drive to school while their driving/parking privilege is under suspension may face suspension from school and the towing of their vehicle at the owner's expense.
- 7) Vehicles must be locked at all times. Students are not permitted to be in the parking lot, and are not permitted to sit in vehicles, before, during, or after school. Violation of these rules will result in the loss of driving/parking privileges for a period of time to be determined by the administration.
- 8) Parking permits may be revoked for up to thirty (30) school days for students who:
 - i. Attain four unexcused late arrivals to school
 - ii. Are unexcused absence more than seven (7) days in any given semester
 - iii. Are suspended for any reason a second time out of school
- 9) School buses must always be given the right-of-way.
- 10) Student vehicles are subject to search if there is a reasonable suspicion that drugs, alcohol, stolen property, or other contraband might be present in the vehicle.
- 11) Any accident involving vehicles on school property must be reported to the school office. Police reports will be filed for all accidents. Failure to report any accident may result in the permanent loss of a student's driving/parking privilege.
- 12) Failure to comply with instructions, directions or reasonable requests of school security employees, or other school personnel, is considered insubordination and may result in loss of driving/parking privileges and/or suspension.
- 13) The Board of Education does not assume liability for loss arising from damage or theft from vehicles parked on Board of Education property.

School Bus Regulations

While on school buses, students are under the authority of, and directly responsible to the bus driver. State regulations governing students riding school buses apply at all times. The bus discipline plan is posted in each bus and shall be reviewed with students by the driver. It is important for students to understand that they may be denied the right to ride a school bus if their behavior does not conform to the standards set by the State and by the Nordon Hills Board of Education.

1. Conduct on the Bus:
 - a. The school bus is an extension of the classroom and conduct should be similar.
 - b. Go directly to an assigned or available seat so the bus may safely resume motion, remain seated and keep all aisles and exits clear.
 - c. The driver has the authority and responsibility to maintain control of the pupils and assign seats.
 - d. Cell phones, chrome books and additional electronics shall not be used in a distracting manner. The bus driver has the authority to direct students to discontinue use at any time. Photographing and recording is strictly prohibited.
 - e. Profanity or obscene language will not be tolerated.
 - f. Eating, drinking, lighting matches, smoking, spitting or littering on the bus floor with any material is not permitted. Windows may be opened with permission from your driver. Do not extend any part of

your body or any other objects out of a bus window at any time. Close your windows as instructed by your driver. It is prohibited by law to throw any object from a motor vehicle.

- g. Any conduct that distracts the attention of the driver or that endangers lives is not permitted. Examples of this conduct are: throwing objects, wrestling, scuffling, fighting, grabbing clothing, books or other objects and passing them around the bus.
- h. No tobacco, alcohol or drugs are permitted on the school bus.
- i. No inflated balloons will be permitted on the school bus.
- j. No weapons or firearms are permitted on a school bus.
- k. No flammable gas or liquids are permitted on the school bus.
- l. No glass containers shall be transported on the school bus
- m. No animals except those needed for Special Needs assistance.
- n. All balls must be transported in an enclosed carrier and/or bag.
- o. Any items to be transported on the school bus must be able to be in the seat with the student.
- p. Absolute quiet must be observed while stopped at, and crossing, all railroad tracks.
- q. Continued or serious misconduct or refusal to obey a driver shall be sufficient reason for referring a student to their school principal.

Note: Parents/Guardians of students doing damage to a school bus may be billed for repair costs.

2. The following rules apply to school buses:

- A. Students are to arrive at the bus stop no later than five minutes before the bus is scheduled to arrive.
- B. Students must wait in a location clear of traffic and back from where the bus stops.
- C. Behavior at the school bus stop must not threaten the life, limb or property of any individual.
- D. Upon boarding a bus, the student must go directly to an available or assigned seat. The bus driver has the right to assign a student an assigned bus seat to insure the safe transporting of all students.
- E. Students must remain seated, keeping aisles and exits clear.
- F. Students must observe appropriate classroom conduct and obey the driver promptly and respectfully.
- G. Students must not use profane language.
- H. Students must refrain from eating and drinking on the bus, except as required for medical reasons.
- I. Students must not use tobacco or any tobacco product, or e-cigarette or related paraphernalia, on the bus.
- J. Students must not have alcohol, drugs or “look-alike drugs” in their possession on the bus. Any required prescription medication must be in the original container with the original label.
- K. Students must not throw or pass objects on, from or into the bus.
- L. Students may carry on the bus only objects that can be held in their laps.
- M. Students must leave or board the bus at locations to which they have been assigned, unless they have parental and/or administrative authorization as documented by a completed “emergency bus pass” which is available in the main office.
- N. Students must not put any part of their body out of the bus windows.

Any violation of school bus regulations may be reported to the Associate Principal's Office and dealt with by detention, Saturday Detention, denial of bus riding privilege and/or suspension from school.

Hazing Policy:

Board of Education Policy Manual 6.22

Hazing activities are prohibited. No administrator, faculty member, or other employee shall encourage, permit, condone, or tolerate hazing. No student shall plan, encourage, or engage in any hazing.

Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any student, or other, organization that causes, or creates a substantial risk of causing, mental or physical harm to

any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.

All District employees are required to be alert to possible situations, circumstances or events which might include hazing. If an employee discovers that hazing has, will or might occur, the students involved shall be informed that hazing is prohibited and shall be directed not to engage in hazing. All hazing incidents shall be reported immediately to the Superintendent.

This policy shall be distributed to all students and District employees.

Failure to follow this policy could result in discipline and subject the violator to civil and criminal penalties.

LEGAL REFS: O.R.C. §§2307.44; 2903.31 Adopted: November 23, 2015

Harassment, Intimidation, And Bullying

Harassment, intimidation, and bullying of students in the school environment can substantially interfere with their ability to learn, perform, and feel safe. Therefore, any conduct, communication, activity, or practice that occurs at any time on school property, on a school bus, or during any school sponsored event, and at the times and/or places set forth in the Code of Student Conduct, that constitutes harassment, intimidation, or bullying involving students shall be strictly prohibited. Students who are determined to have engaged in such behavior are subject to disciplinary action, which may include suspension or expulsion from school. Further, any such conduct, communication, activity, or practice should be immediately reported to the building principal or other responsible school employee. All reports of harassment not covered by this policy shall be investigated in accordance with the policies applicable to the particular harassment.

To implement this policy and to address the existence of harassment, intimidation, or bullying in the schools, the following procedures shall be followed:

- a. Students must report acts of harassment, intimidation, or bullying to teachers, District employees, and/or school administrators;
 - b. The parents or guardians of students should file written reports of suspected harassment, intimidation, or bullying with the building principal or other appropriate administrator;
 - c. Teachers and other school staff who witness acts of harassment, intimidation, or bullying or receive student reports of harassment, intimidation, or bullying shall notify school administrators;
 - d. School administrators shall investigate and document any written or oral reports;
 - e. School administrators shall notify the custodial parent or guardian of a student who commits acts of harassment, intimidation, or bullying and the custodial parent or guardian of students against whom such acts were committed, and shall allow access to any written reports pertaining to the incident, to the extent permitted by O.R.C. §3319.321 and the Family Educational Rights and Privacy Act.
1. Definition of Harassment, Intimidation, or Bullying In accordance with this policy, “harassment, intimidation, or bullying” means either of the following:
- a. Any intentional written, verbal, electronic, or physical act that a student has exhibited toward another particular student more than once and the behavior both:
 - i. Causes mental or physical harm to the other student; and
 - ii. Is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student; or
 - b. Violence within a dating relationship. “Electronic act” means an act committed through the use of a cellular telephone, computer, pager, personal communication device, or other electronic communication device.

The behavior prohibited by this policy is marked by the intent to ridicule, humiliate, or intimidate the victim. In evaluating whether conduct constitutes harassment, intimidation, or bullying, special attention should be paid to the words chosen or actions taken, whether such conduct occurred in front of others or was communicated to others, how the perpetrator interacted with the victim, and the motivation, either admitted or appropriately inferred, of the perpetrator.

2. Conduct Constituting Harassment, Intimidation, or Bullying Such conduct can take many forms and can include many different behaviors having overt intent to ridicule, humiliate or intimidate another student.

Examples of such conduct include, but are not limited to:

- a. Physical violence and/or attacks.
- b. Taunts, name-calling, and put-downs.
- c. Threats and intimidation (through words and/or gestures).
- d. Extortion or stealing of money and/or possessions.
- e. Exclusion from the peer group or spreading rumors.
- f. Repetitive and hostile behavior with the intent to harm others through the use of information and communication technologies and other Web-based/online sites (also known as “cyber bullying”), such as the following:
 - i. Posting slurs on Websites where students congregate on Web logs (personal online journals or diaries);
 - ii. Sending abusive or threatening instant messages;
 - iii. Using camera phones to take embarrassing photographs of students and posting them online;
 - iv. Using Web sites to circulate gossip and rumors to other students;
 - v. Excluding others from an online group by falsely reporting them for inappropriate language to Internet service providers; and
- g. Violence within a dating relationship.

3. Complaint Process

a. Formal Complaints

Students and/or their parents or guardians may file reports of conduct that they consider to be harassment, intimidation, or bullying. Such written reports shall be reasonably specific as to the actions giving rise to the suspicion of harassment, intimidation, or bullying, including person(s) involved, time and place of the conduct alleged, the number of such incidents, the target of such suspected harassment, intimidation, or bullying, and the names of any potential student or staff witnesses. Such reports may be filed with any school staff member or administrator, and they shall be promptly forwarded to the building principal for review and action.

Teachers and other school staff who witness acts of harassment, intimidation, or bullying, as defined above, shall promptly notify the building principal and/or his/her designee of the event observed, and shall promptly file a written incident report concerning the events witnessed.

b. Informal Complaints

Students may make informal complaints of conduct that they consider to be harassment, intimidation, or bullying by verbal report to a teacher or administrator. Such informal complaints shall be reasonably specific as to the actions giving rise to the suspicion of harassment, intimidation, or bullying, including person(s) involved, time and place of the conduct alleged, the number of such incidents, the target of such suspected harassment, intimidation, or bullying, and the names of any potential student or staff witness. A school staff member or administrator who receives an informal complaint shall promptly reduce the complaint to writing, including the information provided. Such a written report by the school

staff member and/or administrator shall be promptly forwarded to the building principal for review and action.

In addition to addressing both informal and formal complaints, school personnel are encouraged to address the issue of harassment, intimidation, or bullying in other interaction with students. School personnel may find opportunities to educate students about harassment, intimidation, or bullying and help eliminate harassment, intimidation, or bullying behavior through class discussions, counseling, and reinforcement of socially appropriate behavior. School personnel should intervene promptly whenever they observe student conduct that has the purpose or effect of ridiculing, humiliating, or intimidating another student, even if such conduct does not meet the formal definition of “harassment, intimidation, or bullying.”

4. Deliberately Making False Reports

Students are prohibited from deliberately making any false report of harassment, intimidation, or bullying. Students found to have violated this prohibition are subject to the full range of disciplinary consequences, up to and including suspension and expulsion.

5. Confidentiality

The right to confidentiality, both of the complainant and of the accused, will be respected consistent with the District’s legal obligation to the complainant, alleged harasser, and witnesses, and with the necessity to investigate allegations of misconduct and take corrective action when this conduct has occurred.

6. Investigation

- a. The investigator should remember that the investigation requires a balancing of the accused’s rights, the complainant’s right to an environment free of harassment, intimidation, or bullying, and the Board of Education’s interest in a prompt and fair investigation.
- b. The investigator shall meet with the complainant within a reasonable period of time from the time of making the complaint. However, the investigator is urged to meet with the complainant as soon as possible.
- c. Following the meeting with the complainant, the investigator shall conduct an investigation to determine if harassment, intimidation, or bullying has occurred. The investigation shall include a conference with the accused and the complainant, as well as any and all other methods which are considered necessary to determine whether harassment, intimidation, or bullying has occurred.

7. Post-Investigation Procedures

- a. Upon conclusion of the investigation, the investigator shall issue a written report. The report shall include a determination of whether the accused was found to have engaged in harassment, intimidation, or bullying, was found not to have engaged in harassment, intimidation, or bullying, or whether the investigation was inconclusive. The report shall be issued to the complainant’s parents. A copy of the report shall also be sent to the Superintendent or his/her designee.
- b. A finding of no harassment, intimidation, or bullying or inconclusive evidence shall end the investigation.
- c. If harassment, intimidation, or bullying is found to have occurred, the investigator shall recommend what steps are necessary to ensure that the harassment, intimidation, or bullying is eliminated for the

victim and other individuals affected by the harassment, intimidation, or bullying and to correct its effects on the complainant and others, if appropriate.

8. Retaliation is Prohibited

Retaliation against those who file a complaint or participate in the investigation of the complaint is prohibited. Therefore, filing of a complaint or otherwise reporting harassment, intimidation, or bullying will not reflect upon the student's status, nor will it affect future employment, grades, or work assignments. Further, the administrator is directed to implement strategies for protecting a victim from retaliation following a report.

9. Remedial Actions

Verified acts of harassment, intimidation, or bullying shall result in intervention by the building principal or his/her designee that is intended to assure that the prohibition against harassment, intimidation, or bullying behavior is enforced, with the goal that any such harassment, intimidation, or bullying behavior will end as a result.

Harassment, intimidation, or bullying behavior can take many forms and can vary in how serious it is, and what impact it has on the targeted individual and other students. Accordingly, there is no one prescribed response to verified acts of harassment, intimidation, or bullying. While conduct that rises to the level of "harassment, intimidation, or bullying" as defined above will generally warrant disciplinary action against the perpetrator of such harassment, intimidation, or bullying, whether and to what extent to impose disciplinary action (detention, in and out-of-school suspension, or expulsion) is a matter for the professional discretion of the building principal.

10. Non-Disciplinary Interventions

When verified acts of harassment, intimidation, or bullying are identified early and/or when such verified acts of harassment, intimidation, or bullying do not reasonably require a disciplinary response, students may be counseled as to the definition of harassment, intimidation, or bullying, its prohibition, and their duty to avoid any conduct that could be considered harassment, intimidation, or bullying. If a complaint arises out of conflict between students or groups of students, peer mediation may be considered.

11. Disciplinary Interventions

When acts of harassment, intimidation, or bullying are verified and a disciplinary response is warranted, students are subject to the full range of disciplinary consequences. Suspension is a possible consequence for a student found responsible for harassment, intimidation, or bullying by an electronic act.

12. Strategies for Protecting Victims or Other Persons From New or Additional Acts

- a. Supervise and discipline offending students fairly and consistently;
- b. Provide adult supervision during recess, lunch time, bathroom breaks, and in the hallways during times of transition;
- c. Maintain contact with parents and guardians of all involved parties;
- d. Provide counseling for the victim if assessed that it is needed;
- e. Inform school personnel of the incident and instruct them to monitor the victim and the victim's friends or family members and the offending party for indications of harassing, intimidating, and bullying behavior. Personnel are to intervene when prohibited behaviors are witnessed;

- f. Check with the victim and the victim's friends or family members to ensure that there has been no new or additional incidents of harassment/intimidation/bullying or retaliation of the victim or other persons from the offender or other parties.
- g. If necessary to protect a person from new or additional acts of harassment, intimidation, or bullying, and from retaliation following a report, a person may make an anonymous report of an incident considered to be harassment, intimidation, bullying, or retaliation by providing written information to any staff member or administrator. The report should include as much information as possible and shall be forwarded promptly to the building principal for review and action.

In addition to the prompt investigation of complaints of harassment, intimidation, or bullying and direct intervention when acts of harassment, intimidation, or bullying are verified, other District actions may ameliorate any potential problem with harassment, intimidation, or bullying in school or at school-sponsored activities. While no specific action is required and school needs for such interventions may vary from time to time, the following list of potential intervention strategies shall serve as a resource for administrators and school personnel:

- a. Respectful responses to harassment, intimidation, or bullying concerns raised by students, parents or school personnel;
- b. Planned professional development programs addressing bully/targeted individuals' problems;
- c. Data collection to document bully/victim problems to determine the nature and scope of the problem;
- d. Use of peers to help ameliorate the plight of victims and include them in group activities;
- e. Avoidance of sex-role stereotyping (e.g. males need to be strong and tough);
- f. Awareness and involvement on the part of all school personnel and parents with regards to bully-victim problems;
- g. An attitude that promotes communication, friendship, assertiveness skills, and character education;
- h. Modeling by staff of positive, respectful, and supportive behavior toward students;
- i. Creating a school atmosphere of team spirit and collaboration that promotes appropriate social behavior by students in support of others;
- j. Employing classroom strategies that instruct students how to work together in a collaborative and supportive atmosphere; and/or
- k. Forming harassment, intimidation, and bullying task forces, programs, and other initiatives involving volunteers, parents, law enforcement, and community members.

This policy shall appear in student handbooks, and in the publications that set forth the comprehensive rules, procedures, and standards of conduct for schools and students in the District. The policy and an explanation of the seriousness of bullying by electronic means shall be made available to students and their custodial parents or guardians. Information regarding the policy shall be incorporated into employee training materials.

Orientation sessions for students shall introduce the elements of this policy and procedure. Students will be provided annually with age-appropriate instruction on the recognition and prevention of harassment, intimidation, or bullying, including discussion of the consequences of violating this policy, and their rights and responsibilities under this and other District policies, procedures, and rules at student orientation sessions and on other appropriate occasions.

A district employee, student, or volunteer shall be individually immune from liability in a civil action for damages arising from reporting an incident in accordance with a policy adopted pursuant to this section if that person reports an incident of harassment, intimidation, or bullying promptly in good faith and in compliance with the procedures as specified in the policy.

The Administration shall annually send to each student's custodial parent or guardian a written statement describing this policy and the consequences for violating it. The Administration shall semi-annually provide the president of the Board a written summary of all reported incidents and post the summary on the District's website to the extent permitted by state and federal student privacy laws.

LEGAL REFS: O.R.C. §§3313.666; 3313.667 Adopted: November 23, 2015

Racial/Ethnic Harassment

1. Racial/Ethnic/National Origin Harassment And Discrimination Policy Covering Students

Each student has a responsibility to maintain an educational environment free from harassment. Harassment or offensive conduct at school or school related functions is prohibited.

Racial/Ethnic/National Origin Harassment and Discrimination

No student shall, on the basis of his or her race, ethnicity, or national origin be denied equal access to programs, activities, services or benefits, or be limited in the exercise of any educational right, privilege, advantage or opportunity.

No person shall be disadvantaged or treated unfairly by the Board of Education or any of its personnel or students on the basis of race, ethnicity, or national origin, whether intentionally or otherwise, in any activity at any level of the operations of the District.

2. Racial/Ethnic/National Origin Harassment

Racial/ethnic/national origin harassment may be any behavior, verbal or physical, which is imposed by an employee or student on a student because of race, national origin, or ethnic background, which is intimidating, offensive, abusive, threatening or unwelcomed and which causes or contributes to a racially/ethnically/national origin based hostile environment. Such a hostile environment exists when acts of harassment are sufficiently numerous, severe, or pervasive to impair or alter an individual's school environment. The existence of a hostile environment is to be judged from the viewpoint of a reasonable person in the victim's situation under all of the existing circumstances.

Such harassment may include, but is not limited to:

- a. Racial/ethnic/national origin oriented verbal "kidding" or demeaning racial/ethnic innuendos, teasing, jokes or remarks of a racial/ethnic nature.
- b. Writing graffiti and/or slogans depicting racial/ethnic slurs or racially/ethnically derogatory sentiments.
- c. Racial/ethnic/national origin motivated intimidation and/or physical violence or threats of physical violence.
- d. Racial/Ethnic/National Origin Discrimination It is unlawful to discriminate against a student because of his/her race, ethnicity, or national origin

3. Investigation of Harassment and/or Discrimination

In order to prevent, deter, or correct such a hostile environment or concern about such discrimination, it is the responsibility of the administrative personnel to investigate any charges of racial/ethnic/national origin harassment or discrimination when brought to their attention and take appropriate corrective action.

a. Complaint Procedure

- i. The student desiring to file a harassment/discrimination complaint must present the complaint, in writing, to the Title VI Coordinator. If the student verbally complains to a staff member regarding such harassment, the staff member is required to report the complaint to the

Coordinator. The Coordinator or his/her designee shall investigate the matter unless otherwise designated by the Board.

- ii. If the Coordinator is the employee alleged to have engaged in the harassment/discrimination, the complaint shall be sent directly to the Superintendent. The Coordinator will either conduct the investigation set out below, or appoint an investigator in his/her place.
- iii. The right to confidentiality, both of the complainant and of the accused, will be respected consistent with the District's legal obligation and with the necessity to investigate allegations of misconduct and take corrective action when this conduct has occurred.

b. Investigation

- i. The investigator should remember that the investigation requires a balancing of the accused's rights, the complainant's right to an environment free of harassment/discrimination, and the Board's interest in a prompt and fair investigation.
- ii. The investigator shall meet with the complainant within a reasonable period of time from the time of making the complaint. However, the investigator is urged to meet with the complainant as soon as possible.
- iii. Following the meeting with the complainant, the investigator shall conduct an investigation to determine if harassment/discrimination has occurred. The investigation shall include a conference with the accused and the complainant, as well as any and all other methods which are considered necessary to determine whether harassment/discrimination has occurred.

c. Post-Investigation Procedures

- i. Upon conclusion of the investigation, the investigator shall issue a written report. Although the facts and circumstances of a particular investigation may require an investigation to continue beyond 45 school days, it is recommended that the investigation and a report of the findings be completed within that time frame. The report shall include a determination of whether the accused was found to have engaged in harassment/discrimination, was found not to have engaged in harassment/discrimination, or whether the investigation was inconclusive. The report shall be issued to the complainant or to the complainant's parents. A copy of the report shall also be sent to the Superintendent or his/her designee.
- ii. A finding of no harassment/discrimination or inconclusive evidence shall end the investigation.
- iii. If harassment/discrimination is found to have occurred, the investigator shall recommend what steps are necessary to ensure that the harassment/discrimination is eliminated for the victim and other individuals affected by the harassment/discrimination and to correct its discriminatory effects on the complainant and others, if appropriate.

d. Discipline

If harassment/discrimination is found to have occurred, the person who engaged in such harassment/discrimination may be disciplined, up to and including suspension or expulsion of students. The discipline must be reasonably calculated to end the harassment/discrimination, up to and including suspension or expulsion of students. Any discipline must include a directive that the student or employee not engage in such harassment/discrimination in the future.

The Superintendent shall appoint the Title VI Coordinator for Non-Discrimination for the District. School employees will be notified at least annually of their responsibility to report all instances of possible racial/ethnic/national origin discrimination or harassment of which they become aware and to whom such a report shall be made.

It is Board policy that all reports of such harassment will be thoroughly investigated, and violations of this policy will be treated as serious disciplinary infractions. No student shall be subjected to retaliation

for any good faith report of harassment/discrimination or participating in an investigation about harassment/discrimination under this policy. Limited disclosure may be necessary to complete a thorough investigation.

Sexual Harassment

Sexually offensive speech and conduct are wholly inappropriate to the operation of the District and will not be tolerated. This policy or a version which provides students adequate notice of the prohibition against sexual harassment, the conduct that constitutes sexual harassment, and the complaint procedure for reporting sexual harassment shall be included in the student handbooks.

It shall be a violation of this policy for any member of the District staff to harass a student through conduct or communications of a sexual nature as defined below or to have romantic or sexual relations with a student. Retaliation in any form against those persons alleging that sexual harassment has occurred or participating in the investigation of the complaint is also prohibited. It shall also be a violation of this policy for students or third parties (i.e., visiting speaker, or visiting athletic team) to harass other students through conduct or communications of a sexual nature as defined below.

Any teacher, counselor or administrator who receives a report, verbally or in writing, from any person regarding sexual harassment of a student or employee must forward that report to the building principal or Title IX Coordinator(s) within one school day or within a reasonable period of time if there is a good cause for the delay. Any building principal receiving a report of sexual harassment shall promptly notify the Title IX Coordinator(s).

The District's designated and authorized Title IX Coordinators are:

Carrie Hutchinson, Director of Pupil Services

Matt Gaugler, Director of Business

9370 Olde Eight Road

Northfield OH 44067

330-467-0580

carrie.hutchinson@nordoniaschools.org

matt.gaugler@nordoniaschools.org

The designated/authorized Title IX Coordinators and their contact information shall be made known to all applicants for admission and employment, students, parents or legal guardians of students, employees, and all of the District's employee unions. Further, the District shall prominently display on its website the contact information for the Title IX Coordinators.

No person designated by the District to serve as a Title IX Coordinator, investigator, decision maker, or any person designated by the District to facilitate an informal resolution process, shall have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

Code of Student Conduct

The items in this Code are applicable to misconduct by a student that occurs on property owned or controlled by the District and off of property owned or controlled by the District but that is connected to activities or incidents that have occurred on property owned or controlled by the District and misconduct by a student that, regardless of where it occurs, is directed at a District official or employee or the property of such official or employee and all students when properly under the authority of school personnel during a school activity, function, or event whether on property owned, rented, or maintained by the Board of Education or property owned, rented, or

maintained by another party. Additionally, the provisions of this Code shall apply to students if the prohibited act(s) takes place while on properties immediately adjacent to school property, within the line of sight of school property, on school transportation, or if the act affects the operation of the schools.

This Code shall also be inclusive for the right to exercise authority and for personal and property protection of administrators, teachers, librarians, or clerks, substitute teachers, teacher aides, monitors, authorized volunteers, tutors, secretaries, cooks, custodians, bus drivers, visitors, or other authorized school personnel.

Violation by a student of any one or more of the following rules of conduct may result in disciplinary action(s), which may include detention, parental contact, referral to legal authorities, emergency removal, disciplinary removal, suspension, expulsion, or permanent exclusion. A student may be suspended pending the outcome of expulsion proceedings.

- A. ASSAULT, ASSAULT AND BATTERY or threat thereof to any school personnel, other student, or visitor.
- B. FALSE ALARMS - including fire and/or bomb threats.
- C. Use, possession, concealment, transmitting, or being under the influence of ALCOHOLIC BEVERAGES, or LOW ALCOHOL BEER, that being a brewed or fermented malt product containing either no alcohol or not more than 0.5% of alcohol by volume.
- D. Use, possession, concealment, buying, selling, transmitting, or being under the influence of any substance containing betel nut or NARCOTIC DRUG OR OTHER CONTROLLED SUBSTANCE, including, but not limited to marijuana, hemp and hemp products, as defined in R.C. 928.01, as well as any counterfeit or “look alike” controlled substance or any prescription drug or medication which is not in its original container and prescribed for the student
- E. DISRUPTION OF SCHOOL by use of violence, force, coercion, threat, harassment, noise, or disorderly conduct. This shall include use of the same to incite others toward acts of disruption.
- F. ARSON OR ATTEMPTED ARSON, AND RELATED OFFENSES.
- G. POSSESSION, USE OR THREATENED USE OF FIREWORKS, EXPLOSIVES, OR OTHER SUCH INSTRUMENTS capable of inflicting bodily injury or disrupting the operation of the schools.
- H. POSSESSION, USE, OR THREATENED USE OF WEAPONS, or any object which might be considered a dangerous weapon or instrument of violence, including counterfeit or look-alike weapons.
- I. REPEATED OFFENSES OR FLAGRANT VIOLATIONS of any school rules or accepted standards of school behavior.
- J. VIOLATION OF FEDERAL OR STATE STATUTES on school premises or involving school activities.
- K. VIOLATION OF TERMS OF SUSPENSION EXPULSION, OR OTHER FORMS OF DISCIPLINE.
- L. DAMAGE, DESTRUCTION, DEFAACEMENT OR VANDALISM of school property or private property on school premises; (including buses) or at any school.
- M. TOBACCO/NICOTINE. A student shall not possess, use, transmit, or conceal any tobacco product, any alternative nicotine product or device, including electronic, vapor, or other substitute forms of cigarettes, or any tobacco or nicotine cessation product on school premises, during school activities, or events off school grounds.

- N. USE OF PROFANE, INDECENT, OR OBSCENE LANGUAGE written or verbal; directed toward school personnel or students. This shall include use of obscene gestures, pictures, or signs.
- O. INSUBORDINATION AND/OR DISOBEDIENCE in refusing to comply with directions of school personnel.
- P. TRUANCY from school; including study hall, class, or any other assigned activity for class, or any other assigned activity for part or all of a day, without school authorization.
- Q. REPEATED TARDINESS to class or school.
- R. Being under the influence of ALCOHOLIC BEVERAGES OR MIND ALTERING SUBSTANCES while on school property; (including buses) or at any school-sponsored activities.
- S. THEFT OR UNAUTHORIZED POSSESSION of school property or equipment, of personal property of any school personnel, or of another student or visitor, including property at school-sponsored activities.
- T. FIGHTING OR VERBAL OR PHYSICAL CONFRONTATION among two or more students on school property; (including buses) or at any school-sponsored activity. This shall include inciting and/or encouraging others to fight.
- U. The act of EXTORTION from any person on school property; (including buses) or at any school-sponsored activity.
- V. GAMBLING for money or valuables on school property (including buses) or at any school-sponsored activity.
- W. THE ACT OF FALSELY REPORTING INCIDENTS, making accusations, or giving testimony to school personnel.
- X. FALSIFYING in writing the name of another person, times, dates, grades, addresses, or other data on school forms or correspondence directed to the school.
- Y. CHEATING.
- Z. PLAGIARISM.
- AA. TRESPASSING OR LOITERING.
- BB. HAZING AND INTIMIDATION, subjecting other students to pranks or humiliation causing mental or physical harm.
- CC. POSSESSION OF A FIREARM: Firearm has the same meaning as provided pursuant to the “Gun-Free Schools Act of 1994.” At the time this policy was adopted, the above referenced statute defined a firearm as any weapon (including a starter's gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; including the frame or receiver of any such weapon; and any firearm muffler or silencer; or any destructive device. A firearm does not include: an antique firearm; a rifle that the owner intends to use solely for sporting and recreational or cultural purposes; any device that is neither designed or redesigned for use as a weapon; any device, although originally designed as a weapon, redesigned as a signaling, pyrotechnic, line throwing, safety or like device, surplus ordnance, sold, loaned or given by the Secretary of the Army or Class C common fireworks. If the definition of a firearm as provided by the “Gun Free Schools Act of 1994” changes, then the definition set forth in this policy shall automatically change to conform to it.
- DD. POSSESSION OF A KNIFE: Knife, for the purposes of this policy, is defined as a cutting instrument consisting of a sharp blade or edge.
- EE. Leaving school property or assigned area prior to specified dismissal time without official permission.
- FF. Open displays of affection between members of the same or opposite sex.

- GG. Unauthorized throwing of any object including, but not limited to, snowballs.
- HH. Commission of an immoral act.
- II. Failure to pay tuition or other approved charges.
- JJ. Violation of state student mandates, including, but not limited to, required immunization.
- KK. Loitering, littering, or causing a disturbance on public or private property adjacent to, across from, or in close proximity to a school site, while either coming to and from school or school activities, or during the school day, or during school activities.
- LL. Violation of school policies pertaining to dress and appearance.
- MM. Misuse of school property.
- NN. Violation of school policy prohibiting pocket pagers and other electronic communications devices.
- OO. OO. The Superintendent may prohibit a student from attending and/or participating in the District's graduation ceremonies as part of a student's suspension, expulsion, or removal from school.
- PP. Those acts or violations listed in the permanent exclusion portion of the Board policy on student disciplinary procedures.
- QQ. Violation of policies governing internet usage.
- RR. Driving in an unsafe manner.
- SS. Collusion, complicity, or aiding and abetting anyone in the commission of conduct prohibited by Board policy, or state or federal law.
- TT. Any attempts to engage in conduct prohibited by this policy.
- UU. Any other form of behavior which is detrimental to a proper school and/or school activity atmosphere as prescribed by the Administration and as outlined in the student/parent handbook for the building in which the student is enrolled.
- VV. Gang membership and/or gang activity. For purposes of this policy, a gang is an organization, association, or group of three (3) or more people, using a common name or one or more common identifying signs, symbols, or colors, whose members individually or collectively engage in criminal activity.

The principal reserves the right to rule on any discipline situation that is not specifically covered in this handbook.

Search and Seizure

Administrators may search a student or his/her property (including vehicles, purses, knapsacks, gym bags, etc.) with or without the student's consent, whenever they reasonably suspect that a search will lead to the discovery of evidence of a violation law or school rules. The extent of the search will be governed by the seriousness of the alleged infraction and the student's age. General housekeeping inspection of school property may be conducted with reasonable notice. Student lockers are the property of the District and students have no reasonable expectation of privacy in their contents or in the contents of any other District property including desks or other containers. School authorities may conduct random searches of the lockers and their contents at any time without announcement. Unannounced and random canine searches may also be conducted.

Anything that is found in the course of a search may be used as evidence of a violation of school rules or the law, and may be taken, held, or turned over to the police. The school reserves the right not to return items that have been confiscated.

Additionally, students have NO reasonable expectation of privacy in their actions in public areas including but not limited to, common areas, hallways, cafeterias, classrooms, and gymnasiums. The District may use video cameras on all school vehicles transporting students to and from regular and extracurricular activities.

Disciplinary Action

Weekday Detentions

1. Two sessions will be held each weekday:
 - Morning session from **6:50 to 7:15 a.m.**
 - Afternoon session from **2:16 to 2:56 p.m.**
 - Tardiness is not an option. If you are not in the detention room on time, when the tone sounds, you will be assigned a minimum of a Saturday Detention as a no show.
2. Students who are removed, or do not show, for weekday detention will be assigned a minimum of a Saturday Detention.
3. Students are responsible for obtaining assignments from their teachers and for having enough school work to do to cover the complete detention session.
4. Students are to bring with them all materials (Textbooks, notebooks, paper, pens, pencils, etc.) necessary to complete their assignments. No one will be permitted to go to his or her locker. Recreational reading (magazines, etc.) is not appropriate material for admittance to weekday detention.
5. No eating, sleeping, audio/video equipment, or any type of recreational or leisure activities will be permitted.
6. Any violation of the above will result in immediate removal from the detention and the appropriate unit principal will assign a minimum of a Saturday Detention.

Saturday Detention

Saturday Detention is an elective alternative to out-of-school suspension, which may be offered to students at the discretion of the administration. Saturday detentions are held from **8:00 to 11:00 a.m.** at the high school. Students may be scheduled for all or part of the three (3) hour period.

Students are to report to Saturday Detention by **7:50 a.m.** dressed for school and prepared to study with textbooks and all related materials. No one will be admitted to Saturday Detention after 8:00 a.m. Students are to be actively learning using school assignments at all times. No food, sleeping, dozing or use of any audio/recreational/leisure equipment is permitted at any time. Failure to follow the rules of Saturday Detention will result in the student being removed from the session and assigned out of school suspension time. Failure to report as assigned to Saturday Detention, without sufficient cause, will result in a minimum penalty of three (3) days out-of-school suspension.

Students are not to be outside the school building at any time during the break.

Any student not reporting to an assigned before or after school detention will be immediately assigned to a minimum of a Saturday Detention.

Nordonia High School (Longwood Ymca) Phoenix Alternative Learning Environment (Pale)

1. Student Responsibilities:
 - Dress appropriately for physical activity (wear appropriate shoes.)
 - Actively participate in discussion groups, physical activity, academic work and restitution activities.
 - Complete all work assigned by teachers. If academic work is completed, work assigned by PALE staff must be completed.
 - Follow staff directives and be respectful of self and others.
 - Examine choices I made that resulted in my assignment to PALE.

2. Administration Responsibilities:

- Assign PALE as an educational alternative to school suspension.
- Explain the rules and regulations of the PALE program to students and parents.
- Allow students to begin with a clean slate after their completion of a PALE assignment, if all their work is completed.
- Assist the student to make better choices in the future.

3. Pale Staff:

- Assist all students with academic assignments.
- Provide a structured environment where students can work safely.
- Facilitate physical activity, discussion groups and restitution activities.
- Make PALE a productive educational setting.
- Help students explore alternative choices that will not result in school suspension.

Suspension/Expulsion/Exclusion

(Expulsion, Suspension, Emergency Removal, Permanent Exclusion, and Alternate Discipline)

During the time of suspension, expulsion, or removal, the student (if he/she is 18 years of age or older) and/or the parents, guardians, or custodian are responsible for the conduct of the individual. While suspended, expelled, or removed from school, students are not permitted to attend or participate in curricular or extracurricular activities, or be on school property for any reason unless a prior appointment has been made with school officials. If a student is removed only from a particular class or activity, the student may not attend the class or participate in the activity for the duration of the removal.

A suspension or expulsion shall result in the student's total removal from the education program. Credit will not be given for work which is missed due to out-of-school suspension and which is not completed by the student per Paragraph C.11. below. For an in-school suspension, credit will be given for all classroom assignments that can be completed during the in-school suspension, or as homework if the student collects the assignments.

Teachers, school bus drivers, and other employees of this Board of Education 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 Board vehicles shall be the responsibility of the driver on regular bus runs. When Board vehicles are used for field trips and other Board activities, the teacher, coach, advisor, or other Board employee shall be responsible for student discipline.

A student who is suspended or expelled from the Joint Vocational School District may be temporarily denied admission for the remaining period of the suspension or expulsion after being offered the opportunity for a hearing.

The District may deny credit for post-secondary courses, any portion of which were taken during the period of an expulsion imposed by the Superintendent or Board.

A. Definitions

1. Suspension is defined as the denial to a student for a period of at least one but not more than ten school days of permission to attend school and to take part in any school function.

2. Expulsion is defined as the denial to a student of permission to attend school and to take part in any school function, for a period exceeding ten school days but not exceeding the greater of 80 school days, or one year in certain circumstances, or the number of school days remaining in the semester or term in which the incident that gives rise to the expulsion takes place, unless the expulsion is extended pursuant to O.R.C. §3313.66(F).
3. Emergency Removal is defined as the denial of permission to be on school premises or at curricular activities to a student whose presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process taking place either within a classroom or elsewhere on the school premises.
4. Disciplinary Removal is an action less severe than suspension, expulsion, or emergency removal and defined as the denial to a student of permission to attend the classes in which he/she is enrolled, or participate in an extracurricular activity in which he/she has been involved, for a period of less than one school day.
5. Permanent Exclusion means the prohibition of a student forever from attending any public school in this state that is operated by a city, local, exempted village, or joint vocational school district.
6. In-School Suspension means a suspension served in a supervised learning environment within a school setting in the District.

B. Expulsion

1. The Superintendent is the only school administrator who may expel a student.
2. Whenever an incident occurs that may lead to an expulsion, the principal may suspend a student prior to the expulsion hearing.
3. The Superintendent shall give the student and his/her parent, guardian, or custodian written notice of the intention to expel the student and provide the student and his/her parent, guardian, custodian, or representative an opportunity to appear before the Superintendent or designee to challenge the reasons for the intended expulsion or otherwise explain his/her actions. The notice must include:
 - i. The reason(s) for the intended expulsion.
 - ii. Notification of the right of the student and the parent, guardian, custodian or representative to appear on request before the Superintendent or designee to challenge the reason(s) for the intended expulsion or to otherwise explain the student's action. This hearing cannot be compelled by the administrator. The Superintendent or designee may utilize the service of counsel if deemed appropriate.
 - iii. The date, time and place to appear must not be earlier than three nor later than five school days after the notice is given unless the Superintendent grants an extension of time. Whenever a student has attained 18 years of age, the right accorded to the parent of the student shall thereafter only be required of and accorded to the student. If a student refuses to sign the form for the notice to parents or guardians his/her refusal will be noted in the presence of a witness.
 - iv. If the proposed expulsion is based on a violation listed in O.R.C. §3313.662(A) and the student is 16 years of age or older, the notice shall include a statement that the Superintendent may seek the permanent exclusion of the student if he/she is convicted or adjudicated a delinquent child for that violation.
4. The Superintendent or designee may grant an extension of time if requested on behalf of the student. If granted, the Superintendent must notify all parties of the new date, time, and place of the hearing.

5. The Superintendent or designee shall conduct the hearing at the appointed time and place. The purpose of the hearing is for both sides to give their side of the story.
6. The student may waive his/her right to a hearing. This waiver is to be in writing and signed by both students and parents. Additionally, the student can waive the hearing by not appearing or by his/her representative not appearing at the scheduled hearing.
7. If the Superintendent decides to expel, within one school day of the decision to expel, the Superintendent must notify the parent, guardian, or custodian of the student and the Treasurer of the Board of the action to expel in writing. If at the time an expulsion is imposed there are fewer school days remaining in the school year in which the incident that gives rise to the expulsion takes place than the number of days the student is to be expelled, the Superintendent may apply any remaining part or all of the period of the expulsion to the following school year. The notice of expulsion must include:
 - i. The reason(s) for the expulsion.
 - ii. Notification of the right of the student, parent, guardian, or custodian to appeal to the Board or its designee within 14 days after the date of the expulsion notice by sending notice by mail to the Board or its designee. The notice shall indicate that the notice of intent to appeal must be postmarked no later than 14 days after the date of the notice of expulsion.
 - iii. The right of representation at the appeal.
 - iv. The right to be granted a hearing before the Board or its designee and request the hearing be held in executive session.
 - v. Notification that the expulsion may be subject to extension pursuant to O.R.C. §3313.66(F) if the student is 16 years of age or older.
 - vi. Notification that the Superintendent may seek the student's permanent exclusion if the expulsion is based on a violation listed in O.R.C. §3313.662(A) that was committed when the child was 16 years of age or older, if the child is convicted or adjudicated a delinquent child for that violation.
 - vii. If the Superintendent expels a student for more than 20 school days or for any period of time if the expulsion will extend into the following semester or school year, the notice of expulsion shall also include the names, addresses, and phone numbers of any public or private agencies that may offer services or programs that work toward improving those aspects of the student's attitudes and behavior that contributed to the incident that gave rise to the student's expulsion.
8. An appeal of the expulsion must be made within 14 days of receipt of the notice of expulsion.
9. A student or his/her parent, guardian, or custodian may appeal the expulsion to the Board or its designee. The student or the parent, guardian, or custodian may be represented in all such appeal proceedings and shall be granted a hearing before the Board or its designee, which may be in executive session upon the request of the student, parent, guardian, custodian or representative.
10. A verbatim record shall be made of the hearing.
11. The Board or its designee can act only after a hearing, if requested, has been held. The Board or its designee may affirm, reverse, vacate, or modify the expulsion.
12. The action of the Board or its designee on the expulsion must be in a public meeting.
13. The Treasurer or the Board's designee shall promptly notify the student, parent, guardian, custodian, or representative in writing of the decision.
14. The decision of the Board or its designee may be further appealed to the Court of Common Pleas under O.R.C. Chapter 2506.

15. The Superintendent, at his/her discretion, may require/allow a student to perform community (including the District) services in conjunction with or in place of an expulsion. This may also be required/allowed to extend beyond the end of the school year in lieu of applying the expulsion into the following school year. This provision does not apply to students expelled for bringing a firearm to a school operated by the Board or onto property owned or controlled by the Board.
16. The Superintendent shall initiate expulsion proceedings with respect to any student who has committed an act warranting expulsion under the Code of Student Conduct even if the student withdraws from the schools for any reason after the incident that gave rise to the hearing but prior to the hearing or decision to expel. If, following the hearing, the student would have been expelled had he/she still been enrolled in the school, the Superintendent shall impose the expulsion for the same length of time as a student who has not withdrawn from school.

C. Suspension

- The Superintendent, principal, assistant principal, or Superintendent's designee are the only school administrators who may suspend a student.

Whenever an incident occurs that may lead to a suspension, an administrator shall investigate the nature of the alleged offense.

- Prior to suspension or a hearing, the Superintendent or principal must give the student written notice of the intention to suspend. This notice must include the reason(s) for the intended suspension, and if the proposed suspension is based on a violation listed in O.R.C. §3313.662(A) and the student is 16 years of age or older, the notice may include a statement that the Superintendent may seek to permanently exclude the student if he/she is convicted or adjudicated a delinquent child for the violation.
 - i. The student shall be provided an opportunity to appear at an informal hearing before the Superintendent, principal, assistant principal, or Superintendent's designee to challenge the reason(s) for the intended suspension or to otherwise explain his/her actions. This hearing may take place immediately upon notification of the intention to suspend.
 - ii. Whenever a student has attained 18 years of age the rights accorded to the parents of the student shall thereafter only be required of and accorded to the student. If a student refuses to sign the form for the notice to parents or guardian, the refusal will be noted in the presence of a witness.
 - iii. The principal is not required to permit the presence of counsel or follow any prescribed judicial rules in conducting the hearing.
- If the administrator decides to suspend, within one school day of the decision to suspend, the Superintendent, principal, assistant principal, or Superintendent's designee must notify the parent, guardian, or custodian of the student of the action to suspend in writing. If at the time an out of school suspension is imposed there are fewer than ten school days remaining in the school year in which the incident that gives rise to the suspension takes place, the Superintendent shall not apply any remaining part or all of the period of the suspension to the following school year. The Superintendent may instead require the student to participate in a community service program or another alternative consequence for a number of hours equal to the remaining part of the period of the suspension. The student shall be required to begin the student's community service or alternative consequence during the first full week day of summer break. The District, in its discretion, may develop an appropriate list of alternative consequences. In the event that a student fails to complete community service or the assigned alternative consequence, the District may determine the next course of action, which shall not include requiring the student to serve the remaining time of the out-of-school suspension at the beginning of the following school year.

A notice of suspension must include:

- i. The reason(s) for the suspension.

- ii. The duration of the suspension
- iii. Notification of the right of the student, parent, guardian, or custodian to appeal to the Board or its designee within ten (10) days after the suspension notice by sending notice by mail to the Board or its designee. The notice shall indicate that the notice of intent to appeal must be postmarked no later than ten (10) days after the date of the notice of suspension
- iv. The right of representation at the appeal
 - v. The right to be granted a hearing before the Board or its designee and request the hearing be held in executive session
- vi. Notification that the Superintendent may seek the student's permanent exclusion if the suspension is based on a violation listed in O.R.C. §3313.662(A) that was committed when the child was 16 years of age or older, if the child is convicted or adjudicated a delinquent child for that violation.
- A verbatim record of the appeal hearing shall be made.
- The Board or its designee can act only after a hearing, if requested, has been held. The Board or its designee may affirm, reverse, vacate, or modify the suspension.
- The action of the Board or its designee on the suspension must be in a public meeting.
- The Treasurer or the Board's designee shall promptly notify the student, parent, guardian, custodian, or representative in writing of the decision.
- The decision of the Board or its designee may be further appealed to the Court of Common Pleas under O.R.C. Chapter 2506.
- The Superintendent, at his/her discretion, may require/allow a student to perform community (including the District) services in conjunction with or in place of a suspension. This may also be required/allowed to extend beyond the end of the school year in lieu of applying the suspension into the following school year.
- Parameters for Completing and Grading Assignments Missed Due to Suspension
 - i. A student who has been suspended from school shall have the opportunity to do both of the following:
 - Complete any classroom assignments missed because of the suspension; and
 - Receive at least partial credit for a completed assignment.
 - ii. A student's grade may be reduced on account of the student's suspension. However, a student shall not receive a failing grade on a completed assignment solely on account of the student's suspension.

C. Emergency Removal

1. By Teacher

- i. If a student's presence poses a continuing danger to persons or property or an ongoing threat
- ii. of disrupting the academic process taking place either within a classroom or elsewhere on the school premises, a teacher may remove a student from curricular activities under his/her supervision, but not from the premises.
- iii. During school hours the student must be sent to the office.
- iv. If a teacher makes an emergency removal, the reasons(s) for the removal must be submitted to the principal or assistant principal in writing as soon after the removal as practicable.
- v. If the emergency removal exceeds one school day then a due process hearing must be held on the next school day after removal is ordered.
 - a) Written notice of the hearing and of the reason(s) for the removal shall be given to the student as soon as practicable prior to the hearing.
 - b) The individual who ordered, caused, or requested the removal to be made shall be present at the hearing.
 - c) The hearing and notice requirements shall be conducted in accordance with suspension procedures if it is probable that the student may be subject to suspension. If it is probable that the student may be subject to expulsion, the hearing and notice requirements will be in accordance with expulsion procedures.
- vi. If the Superintendent or principal reinstates a student prior to the hearing, the teacher, upon request, will receive written reasons for the action. The teacher cannot refuse to reinstate a student even though reasons are not given.
- vii. In an emergency removal, a student can be kept from class until the matter of his/her misconduct is disposed of either by reinstatement, suspension, or expulsion.

2. By Administrator

- i. If a student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process taking place either within a classroom or elsewhere on the school premises, the Superintendent or a principal may remove a student from the school premises.
- ii. If it is intended that the student be removed for more than one school day, a due process hearing must be held on the next school day after the removal is ordered.
 1. Written notice of the hearing and of the reason(s) for the removal shall be given to the student as soon as practicable prior to the hearing.
 2. The individual who ordered, caused, or requested the removal to be made shall be present at the hearing.
 3. The hearing and notice requirements shall be conducted in accordance with suspension procedures if it is probable that the student may be subject to suspension. If it is probable that the student may be subject to expulsion, the hearing and notice requirements will be in accordance with expulsion procedures.
- iii. In an emergency removal a student can be kept from class or off school premises until the matter of the student's misconduct is disposed of either by reinstatement, suspension, or expulsion.

- iv. Less than One (1) School Day Removal In all cases of normal disciplinary procedures where a student is removed from a curricular or extracurricular activity or school premises for less than one school day and is not subject to suspension or expulsion, the due process requirements of this policy do not apply.

F. Permanent Exclusion

1. A student may be permanently excluded from attending any of the public schools of this state if the student is convicted of or adjudicated a delinquent child for committing, when he/she was 16 years of age or older, an act that would be a criminal offense if committed by an adult and if the act is any of the following:
 - i. O.R.C. §2923.122 which includes a person knowingly conveying or attempting to convey or possessing any deadly weapon or dangerous ordnance or any object which is indistinguishable from a firearm whether or not the object is capable of being fired and represents the object to be a firearm into a school safety zone;
 - ii. O.R.C. §2923.12 or of a substantially similar municipal ordinance which makes it unlawful for a person to knowingly carry or have, conceal on his/her person or conceal ready-at-hand, any deadly weapon or dangerous ordnance on property owned or controlled by, or at an activity held under the auspices of a board of education;
 - iii. O.R.C. §2925.03 which makes it illegal to traffic in drugs if the trafficking was committed on property owned by or controlled by, or at an activity held under the auspices of a board of education;
 - v. O.R.C. §2925.11 which makes it illegal to obtain, possess, or use a controlled substance, other than a minor drug possession offense, if on property owned or controlled by, or at an activity held under the auspices of a board of education; e. A violation of the following sections if the violation was committed on property owned or controlled by or at an activity held under the auspices of a board of education, if the victim at the time of the commission of the act was an employee of that board of education:
 - 1) O.R.C. §2903.01, aggravated murder;
 - 2) O.R.C. §2903.02, murder;
 - 3) O.R.C. §2903.03, voluntary manslaughter;
 - 4) O.R.C. §2903.04, involuntary manslaughter;
 - 5) O.R.C. §2903.11, felonious assault;
 - 6) O.R.C. §2903.12, aggravated assault;
 - 7) O.R.C. §2907.02, rape;
 - 8) O.R.C. §2907.05, gross sexual imposition; or
 - 9) former O.R.C. §2907.12, felonious sexual penetration.
 - v. Complicity in any violation set forth in the section on reasons for permanent exclusion that was alleged to have been committed in the manner described above, regardless of whether the act of complicity was committed on property owned or controlled by, or at an activity held under the auspices of a board of education.
2. If the Superintendent obtains or receives proof that a student has been convicted of committing a violation listed in the section on reasons for permanent exclusion when he/she was 16 years of age or older or was adjudicated a delinquent child for the commission, when he/she was 16 years of age or older, of a violation listed in the section on reasons for permanent exclusion, the Superintendent may issue to the Board a request that the student be permanently excluded from public school attendance in accordance with O.R.C. §3313.662.

G. Disabled Students

It shall be the policy of this Board that a child with a disability shall be disciplined only in accordance with state and federal law.

H. Corporal Punishment The use of corporal punishment as a means of discipline is prohibited in the District. This policy shall not prohibit the use of force or restraint in accordance with O.R.C. §3319.41(C).

I. Posting a copy of this policy, together with the Code of Student Conduct, shall be posted in a central location in each school in the District and made available to students upon request.

J. Student Handbooks Disciplinary procedures and codes of conduct may be developed by building administrators, appear in their respective handbooks, and be approved by the Board.

K. Student Seeking Admission From Another Ohio District After a hearing, the Superintendent may temporarily deny admittance to a student seeking to enroll in the District if the student has been expelled or suspended from another Ohio district and the period of the expulsion or suspension has not expired. A student who is temporarily denied admission shall be admitted once the period of the suspension or expulsion has expired.

L. Student Seeking Admission From an Out-of-State School District After a hearing, the Superintendent may also temporarily deny admittance to a student seeking to enroll in the District if the student has been expelled or otherwise removed for disciplinary reasons from a public school in another state and the period of the expulsion or removal has not expired. A student who is temporarily denied admission shall be admitted upon either:

1. The expiration of the expulsion or removal period imposed by the out-of-state district; or
2. The expiration of a period of time established by the Superintendent that begins with the date of expulsion or removal from the out-of-state school, but that is no greater than the period of the expulsion that the student would have received had the student committed the offense while the student was enrolled in this District.

M. Community Service in Conjunction With or in Place of a Suspension or Expulsion The Superintendent may require a student to perform community service in conjunction with or in place of a suspension or expulsion imposed pursuant to this Board Policy and O.R.C. §3313.66, except for an expulsion imposed pursuant to O.R.C. §3313.66(B)(2) for bringing a firearm to school or any other property owned or controlled by the Board. The community service requirement may be imposed by the Superintendent under the following guidelines:

1. The organization operating the community service program must be approved by the Board for student participation.
2. The community service requirement may be imposed beyond the end of the school year in lieu of applying an expulsion into the following school year.

N. In-School Suspension If a student is issued an in-school suspension, the student shall be permitted to complete any classroom assignments missed because of the in-school suspension. Furthermore, the Superintendent or principal shall ensure the student is serving the in-school suspension in a supervised learning environment. LEGAL REFS: O.R.C. §§3313.66; 3313.661; 3313.613; 3313.668

ATHLETIC RULES AND REGULATIONS

It is a privilege, not a right, to participate in athletics at Nordonia High School. Thus, athletes must strive to achieve standards, which will uphold the integrity of Nordonia High School.

Student athletes are subject to the following code of conduct 24 hours a day, seven days a week for the duration of the season. The season will be defined as the official first day of practice as set forth by the OHSAA through the last contest, and any subsequent awards program, or all-star games. If a student athlete violates this code toward the end of their season, penalties could carry over into their next season of participation.

Areas of Participation Denial:

1. Chemical Abuse (Alcohol and Drugs)

An athlete shall not use, possess, sell, conceal, buy, transport, be under the influence of, or smell of alcoholic beverages or controlled substances, nor shall he/she possess drug paraphernalia. This includes marijuana, hemp and hemp products, hallucinogens, and other controlled substances. An athlete shall not use, possess, sell, conceal, buy, transport, or be under the influence of, look-alike drugs or substances, which are thought to be drugs, sold as drugs, or thought by the seller or buyer to be mind altering substances or controlled substances. An athlete shall not use, sell, conceal, buy, transport, or be under the influence of performance enhancing drugs, including but not limited to anabolic steroids.

In order to be consistent and fair from season to season, the following policy will be in effect.

- i. First Violation: The athlete will be denied participation for the remainder of the season. However, if the athlete chooses to schedule, attend and successfully complete SASSI by Nordonia's Community Intervention Coordinator and follow the recommendations, then the athlete may return to practice and the team after three (3) athletic days. In addition to this suspension, the athlete will be denied participation in a total of 20% of the regular season contests. If there are fewer than 20% remaining in the season, the penalty will carry over into any post season games and then into the next season of participation. Example: The infraction occurs during the basketball season. The penalty would be 20% of 22 contests or 4 contests. If only 2 contests (10% of the season) remain, the remaining 10% would be based on the number of contests in the next season of participation
- ii. Second Violation: The athlete will be denied participation for the remainder of the season. If the athlete chooses to schedule, attend and successfully complete an assessment by a Certified Chemical Dependency Counselor level III (CCDCIII) at his/her sole expense, and follow the recommendations of an approved agency and/or individual, then the athlete may return to practice and the team after three (3) athletic days. In addition, the athlete's season long suspension will be reduced to a minimum of 30% of the regular season contests. If there are fewer than 30% of the contests remaining in the season, the penalty will carry over into any post season contests and then into the next season of participation. (See the example above) The athlete will be required to attend a follow up appointment with the previous agency of assessment.
- iii. Third Violation: The athlete will be denied participation for one calendar year and be required to attend a follow up appointment with the previous agency of assessment.

*Note: An athletic day refers to any day that has a scheduled practice or contest.

2. Tobacco/Nicotine/Vape Products

An athlete shall not possess, use, transmit, buy, conceal, or be under the influence of any tobacco product, any alternative nicotine product or device including electronic, vapor or other substitute forms of cigarettes, regardless of the substance contained therein, or any other tobacco or nicotine products.

- i. First Violation: The athlete will be denied participation for the remainder of the season. If the athlete chooses to schedule and complete the tobacco/nicotine cessation program with the school's community intervention counselor, the suspension will be reduced to three (3) athletic days. In addition to this suspension, the athlete will be denied participation in a total of 20% of the regular season contests. If there are fewer than 20% of the contests remaining in the season, the penalty will carry over into any post season contests and then into the next season of participation. . Example: The infraction occurs during basketball season. The penalty would be 20% of 22 contests or 4 contests. If only 2 contests (10% of the season) remain in the season, the remaining 10% would be based on the number of contests in the next season of participation
- ii. Second Violation: Second Violation: The athlete will be denied participation for the remainder of the season. If the athlete chooses to schedule, attend and successfully complete an assessment by a Certified Chemical Dependency Counselor level III(CCDCIII) at his/her sole expense, and follow the recommendations of an approved agency and/or individual, then the athlete may return to practice and the team after three (3) athletic days. In addition, the athlete's season long suspension will be reduced to a minimum of 30% of the regular season contests. If there are fewer than 30% of the contests remaining in the season, the penalty will carry over into any post season contests and then into the next season of participation. (See the example above) The athlete will be required to attend a follow up appointment with the previous agency of assessment.

*Note: An athletic day refers to any day that has a scheduled practice or contest.

3. Attendance

An athlete is required to attend all mandatory activities designated by the coach.

- (Second unexcused absence)

Penalty: Minimum-Administrative discretion

Maximum-5 days of practice and one contest

- (Third unexcused absence)

Penalty: Minimum-Administrative discretion

Maximum-Remainder of season or 90 days, whichever is greater

Athletes must be in school on the day of a contest at least one half the school day. Being absent on the day of a contest will render an athlete ineligible for that contest. Such absence or tardiness can be excused only by a principal.

4. Vacation Policy

Athletes missing mandatory contests during a scheduled vacation will be required to sit out the following number of contests:

- Miss 1 or 2 contests..... Sit out one contest upon return
- Miss 3 or more contests..... Sit out two contests upon return

Athletes missing mandatory practices during a scheduled vacation may be required to make up missed practice(s) at the coaches' convenience before returning to the normal line-up.

5. Insubordination

An athlete shall not refuse to comply with a reasonable request, order, or direction of any coach, administrator, or other authorized personnel.

Penalty: Minimum-Administrative discretion

Maximum-Remainder of season or 90 days, whichever is greater.

6. Profanity Or Vulgar Displays

An athlete shall not use profane, obscene or vulgar language. This includes gestures, either nonverbal or written.

Penalty: Minimum-Administrative discretion

Maximum-Remainder of season or 90 days, whichever is greater.

7. Unsportsmanlike Conduct

An athlete shall not act in a manner unbecoming to the Nordon Hills City School District.

Penalty: Minimum-Administrative discretion

Maximum-Remainder of the season or 90 days, whichever is greater.

8. Destruction Of Property

An athlete shall not willfully cause damage to either public or private property, including but not limited to:

- a. Vandalism: An athlete shall not attempt to deface public or private property.
- b. Theft: An athlete shall not take and/or acquire the property of others without their consent

Penalty: Minimum-Administrative Discretion

Maximum-Remainder of the season or 90 days, whichever is greater.

9. Violation Of Student Code Of Conduct

In addition to the penalties set forth in the preceding rules and regulations, violation of existing school codes, or criminal acts, may lead to suspension from athletics for a period of time up to the maximum of the remainder of the season, or for 90 days, whichever is greater as well as disciplinary consequences in accordance with Board Policy.

Procedures For Denial Of Participation

1. The Superintendent, principal, assistant principal, or other authorized personnel employed by the District to supervise or coach the student activity program issues an athletic intent to deny participation statement to the athlete, which includes the reason(s) for the intended denial. An informal hearing follows. The coach may or may not be present.
2. After the Intent has been issued, the parents of the athlete will be informed that they have twenty four hours from the time of notification, to appeal the denial. The appeal request must be directed to the student's building principal.
3. If an appeal is made, the principal shall hold a meeting with the student/parent to allow him/her to challenge the reasons for the intended denial.
4. Following the meeting, the principal shall issue a written decision regarding the denial. The decision of the Principal shall be final and is not appealable.

Special notice: any student athlete who quits a team during the course of the season, is responsible for all uniforms and/or equipment issued to him/her. These uniform(s) and/or equipment must be returned to the head coach of that specific team, prior to the conclusion of that sport season. Failure to do so will result in the student athlete in question being charged the replacement cost of all uniform(s) and/or equipment that he/she was issued. Should a student athlete reconsider his/her decision to quit a team, they may not rejoin that team without the expressed permission of the head coach and athletic director.

Other Athlete Expectations

1. Reasonable Conduct

The Nordonia Athletic Department recognizes that the safety and welfare of individual athletes and teams are a priority. Athletes are expected to behave appropriately during school and extracurricular activities. Detrimental actions include, but are not limited to, insubordination, repeated absenteeism, fighting, sexual misconduct, negative/apathetic attitude, unsportsmanlike conduct, lying and inappropriate language or gestures.

Recognizing the varying degrees of severity, the type of misconduct, and an athlete's previous record of conduct, each situation will be considered individually. The coach and/or athletic director will determine appropriate consequences, which may include denial of participation or dismissal from the team. In all cases, a written record of the incident will be filed with the Athletic Director

2. Releasing/Accepting Student Athletes

Athletes wishing to attend Nordonia Hills City Schools from outside the School District boundaries must make an application **between June 1st and August 15th**. The request must be made through the Athletic Director's office. Guidelines established by the Ohio High School Athletic Association regarding student releases will be followed in all cases.

3. Academic Eligibility

Academic eligibility is a prerequisite to participation in any team or individual activity. Students who are determined to be ineligible at the onset of the season will not be able to participate in any games or contests. If a student becomes academically eligible after a grading period and the sports season is already in progress, the student may become a member of a team based on the coach's recommendation.

4. Equipment

An athlete must return school equipment in the condition it was received, with reasonable wear and tear, within 5 school days of the last contest. Athletes must reimburse the Nordonia Board of Education for lost or damaged equipment prior to receiving any athletic awards. An athlete must fulfill obligations from a previous season before he/she will be permitted to begin participation in any other athletic activities.

Any student athlete who quits a team during the course of the season is responsible for all uniforms and/or equipment issued to him/her. The uniforms and/or equipment must be returned to the head coach of that specific team prior to the conclusion of that sport season. Failure to do so will result in the student athlete in question being charged the replacement cost of all uniforms and/or equipment that he/she was issued. Should a student athlete reconsider his/her decision to quit a team, they may not rejoin that team without the expressed permission of the head coach and Athletic Director.

5. Attendance An athlete is expected to attend all team activities unless excused by the coach prior to the absence. Unexcused absences will result in the disciplinary action described in the Code of Conduct. Extended excused absences may result in the loss of playing time. The coach will keep a written record of excused and

unexcused absences and inform the parent and Athletic Director when the athlete's actions result in denial of participation.

6. Compliance

An athlete must comply with the rules of the Suburban League, the Ohio High School Athletic Association, and the Nardon Board of Education approved Student Code of Conduct.

Eligibility For Participation In Interscholastic Extracurricular Athletics

Interscholastic extracurricular activity is defined as "a pupil activity program that a school or district sponsors or participates in and that includes participants from more than one school or district." It does not include any activity included in the school district's graded course of study for the previous grading period.

Grades 9-12 Guidelines:

1. Must achieve a 1.5 grade point average at the end of each nine week grading period and meet the requirements of the Ohio High School Athletic Association for scholarship eligibility.
(Students who achieve less than a 1.5 GPA at the end of a grading period but are above a 1.0 GPA may be permitted to participate provided they engage in a structured academic intervention program approved by the Superintendent and monitored by the building Principal.)
2. All students, including incoming ninth grade students, must be passing a minimum of FIVE one credit courses, or the equivalent, during the immediately preceding nine week grading period. Summer school classes cannot be included for consideration relative to athletic eligibility.
3. Incoming 9th grade students' grade point average will be first established at the end of the first grading period.
4. The eligibility, or ineligibility, of a student continues until the start of the fifth school day of the next grading period, at which time the grades from the immediately preceding grading period become effective. Summer school classes cannot be used to substitute for grades in the preceding nine week grading period.

Students failing a class at the end of a grading period are eligible to participate (play) providing the aforementioned criteria are met. All provisions of the Ohio High School Athletic Association bylaws affecting scholarship shall apply for those students participating in interscholastic sports.

Extra-Curricular And Co-Curricular Programs Clubs And Organizations

Women's Chorus

Men's Chorus

Symphonic Chorale

Synergy

Girls Who Code

Concert Band

Jazz Band

Pep Band

Marching Band

Wind Ensemble

Date Knights (Teen Dating Violence Prevention

Ambassadors)

Drama Club

Math Team

Student Council

Knights of the Round Table (Digital Journalism and Sports Broadcasting)
 Knight Readers
 Mock Trial
 Multicultural Club
 National Honor Society
 National Thespians
 Science Olympiad

Youth to Youth (Y2Y)
 Varsity N Club
 Weightlifting
 Winter Guard
 Winter Drumline
 Yearbook

Athletic Teams

Fall	Winter	Spring
Girls' Volleyball	Basketball (Boys' and Girls')	Boys' Baseball
Cheerleading	Wrestling	Track (Boys' and Girls')
Football	Cheerleading	Girls' Softball
Tennis (Boys' and Girls')	Swimming and Diving (Boys' and Girls')	
Cross Country (Boys' and Girls')	Ice Hockey	
Soccer (Boys' and Girls')	Bowling (Boys' and Girls')	
Golf (Boys' and Girls')		

MISCELLANEOUS

Health Center/First Aid/Prescription Drugs

Many students are able to attend school regularly only through effective use of medication in the treatment of disabilities or illness. Insofar as it is possible, provisions should be made for such medication to be given by the parent prior to or following the school day. When possible, parents should plan to bring and administer medication. Those students old enough to understand and follow directions for taking their medication should be responsible for the same under supervision. If this is not possible, the dispensation of medication during the school day will be done in accordance with the following:

1. Persons hereinafter designated by the Board of Education shall be authorized, when acting in situations other than those governed by O.R.C. §§2305.23, 2305.231, and 3313.712, to administer to a student a drug prescribed by a prescriber for the student in accordance with this policy. Only Board employees who are licensed health professionals, or have completed an appropriate drug administration training program conducted by a licensed health professional and considered appropriate by the Board, may administer to a student a drug prescribed for the student. Except as otherwise required by federal law, no employee of this Board shall use the following procedures to administer drugs to a student:
 - a. Injection.
 - b. Catheterization.
 - c. Any other special procedures.
2. The school nurse or an appropriate person appointed by the building principal will supervise the secure and proper storage and dispensing of medications. However, nothing in this policy shall be construed to require a person employed by this Board to administer a drug to a student if such person objects, on the basis of religious convictions, to administering the drug.

3. No drug prescribed for a student shall be administered pursuant to this policy or federal law, which includes but is not limited to the Individuals with Disabilities Education Act, until the following occur:
 - a. The school nurse or other person(s) designated by the building principal receives a written request, signed by the parent, guardian, or other person having care or charge of the student, that the drug be administered to the student.
 - b. The school nurse or other person(s) designated by the building principal receives a written statement, signed by the prescriber who prescribed the drug, that includes all of the following information:
 - i. The name and address of the student;
 - ii. The school and class in which the student is enrolled;
 - iii. The name of the drug and the dosage to be administered;
 - iv. The time or intervals at which each dosage of the drug is to be administered;
 - v. The date the administration of the drug is to begin;
 - vi. The date the administration of the drug is to cease;
 - vii. Any severe adverse reactions that should be reported to the prescriber and one or more telephone numbers at which the prescriber can be reached in an emergency;
 - viii. Special instructions for administration of the drug, including sterile conditions and storage.
 - c. The parent, guardian, or other person having care or charge of the student agrees to submit a revised statement signed by the prescriber of the drug to the school nurse or other person(s) designated by the principal if any of the information previously provided by the prescriber pursuant to division (C)(2) of this policy changes.
 - d. The school nurse or other designated person(s) must receive a copy of all statements and revisions of any statement required by division (C)(1) and (2) of this policy;
 - e. The drug is received by the school nurse or other designated person(s) authorized to administer the drug to the student for which the drug is prescribed in the container in which it was dispensed by the prescriber or a licensed pharmacist. The parent is required to bring all medication to school; and
 - f. Any other procedures required by the Board are followed.
4. If a prescribed drug is administered to a student, the school nurse or other person(s) designated by the principal shall acquire and retain copies of the written requests and statements required by this policy, and shall ensure that by the next school day following the receipt of any such statement a copy is given to the person authorized to administer drugs to the student for whom the statement has been received and the original is kept on file in the building where the student attends school.
5. The school nurse or a person designated by the principal, or designee shall establish a location in each school building for the storage of drugs to be administered under this policy. All such drugs shall be stored in that location in a locked storage place, except that drugs that require refrigeration may be kept in a refrigerator in a place not commonly used by students.
6. No person who has been authorized by the Board to administer a drug in accordance with this policy and who has a copy of the most recent statement required by this policy given to him in accordance with this policy prior to administering the drug is liable in civil damages for administering or failing to administer the drug, unless such person acts in a manner that constitutes gross negligence or wanton or reckless misconduct.
7. This policy may be changed, modified, or revised by action of the Board.
8. Nothing in this policy affects the application of O.R.C. §§2305.23, 2305.231, or 3313.712 to the administration of emergency care or treatment to a student.
9. All dental disease prevention programs sponsored by the Ohio Department of Health and administered by school employees, parents, volunteers, employees of local health districts, or employees of the Ohio Department of Health, which utilize prescription drugs for the prevention of dental disease and which

are conducted in accordance with the rules and regulations of the Ohio Department of Health, are exempt from all requirements of this policy. This policy does not apply to or otherwise regulate the conduct of such dental disease programs sponsored by the Ohio Department of Health.

10. In an emergency situation, such as an asthma attack or severe allergic reaction (anaphylaxis), those individuals authorized and in-serviced to administer drugs shall administer the appropriate medication in accordance with the written instructions on file and Board policy.
11. Other oral medication, such as aspirin, will not be administered to children under any circumstances by school personnel, unless indicated by the parent on the emergency medical form, grades five through twelve.
12. The District retains the discretion to reject requests for administration of medication.
13. A copy of this policy may be provided to parents upon their request for administration of medication in the schools.
14. In the case of over the counter drugs, the same procedures as outlined in the above policy are to be followed with the exception of those procedures referring to the prescriber's permission and procedures. In the case of over the counter drugs, the parent is responsible for complying with all procedures in lieu of the prescriber and assumes liability for the above. Written authorization or instructions from a health care provider is not required to apply non prescription topical ointments designed to prevent sunburn, or for a student to self-apply, on school property or at a school-sponsored event. The school nurse shall apply sunscreen to a student upon request.
15. For purposes of this policy, the term "prescriber" includes only the following:
 - a. A dentist licensed under O.R.C. Chapter 4715;
 - b. A clinical nurse specialist, certified nurse-midwife, or certified nurse practitioner who holds a certificate to prescribe issued under O.R.C. §4723.48;
 - c. An optometrist licensed under O.R.C. Chapter 4725 to practice optometry under a therapeutic pharmaceutical agents certificate; or
 - d. A physician authorized under O.R.C. Chapter 4731 to practice medicine and surgery, osteopathic medicine and surgery, or podiatry.
 - e. A physician assistant who holds a certificate to prescribe issued under O.R.C. Chapter 4730.

Students who are injured or who become ill should report to the health center with a pass. If the Health Center is closed, report to the Main Office. Students who are ill and spend class time in the restroom or other unauthorized area including the parking lot without permission will be considered cutting class and the appropriate penalties will apply.

Directory Information

Each year the District will provide public notice to students and their parents of its intent to make available, upon request, certain information known as "directory information". The Board designates as student "directory information": A student's name, address, telephone number, date and place of birth, major field of study, participation in officially-recognized activities and sports, height and weight (if a member of an athletic team), dates of attendance, date of graduation, awards received, honor rolls, scholarships and telephone numbers only for inclusion in school or PTSA directories.

The Board will make the above information available upon a legitimate request unless a parent, guardian, or adult student notifies the School in writing within ten (10) days from the date of this notification the s/he will not permit distribution of any or all such information. Directory information will not be provided to any organization for any profit-making purpose.

Any parent or student who believes that the School District has failed to comply with the *Family Education Rights and Privacy Act*, may file a complaint directly with the Family Education Rights and Privacy Act Office, Department of Education, 330 Independence Avenue, S.W., Washington, D.C. 20201.

Lockers

Every student will be assigned his/her own locker. They will retain this locker through graduation or for the duration of time they attend Nordonía High School. Students may use lockers before or after school, or during class changes. However, stopping at a locker for materials between classes is rarely an acceptable reason for being late to class. Students should plan to take with them materials for their morning classes before school begins, and for their afternoon classes at lunch time. Do not share your combination and/or locker with anyone. Students must use their assigned lockers and may not change lockers without the permission of the Main Office. Defective lockers should be reported immediately to a front office administrative assistant.

Students will no longer be able to decorate lockers using tape. Locker decoration kits may be picked up at the bookstore free of charge. You may also tack decorations to the display boards above the lockers.

Locker decorations must not interfere with the operation of the locking mechanism.

Nothing obscene, vulgar, or of a racially derogatory nature may be posted on or inside a locker.

All posters are to be displayed in the "Post It" areas and the display boards above the lockers. Any materials displayed outside these areas will be removed by the custodians.

Student lockers, desks, cabinets and similar property are the property of the Nordonía Hills Board of Education provided to students as a convenience for their use. Lockers and other such property carry no expectation of privacy for the students who occupy them. School lockers, desks, cabinets, etc. and their contents are subject to search by school authorities at any time and without warning.

Remember - students are responsible for all board of education materials (textbooks, etc.) Which are issued to them whether lost, damaged or stolen.

Fire and Tornado Drills

Fire and tornado drills are held periodically in accordance with state law and should be taken seriously. A continued ringing of the fire alarm tone will signal a fire drill. When this occurs, you should exit the building immediately according to the exit plan for the room you are in. An exit map is posted in each classroom-make yourself familiar with the proper exit route for each of your classrooms.

A designated siren will signal a tornado drill. Instructions regarding tornado drills will be given over the P.A. system immediately following the signal.

Note: state law requires all persons to exit the building during a fire drill. This law also applies to emergencies occurring before or after school or at events taking place in the school building. At the audible signal, all persons must exit the building immediately.

Food And Beverage Policy

1. All food and drink is to be consumed in the cafeteria only!!!
2. All vending machines will be on for student, faculty and community use from 3:00 p.m. until the building closes for the day, except during those times it will conflict with the concession stand or other after school food fundraising activities.
3. Teachers have the discretion to utilize food/drink in the classroom as it relates to curricular instruction.
4. No food of any kind is to be used in the decorating of lockers.

Lost And Found

Check at the front security desk for any lost items including clothing, books, notebooks, folders and other school materials or missing valuables.

Visitors

Parents and other community members wishing to visit Nordonia High School are always welcome and should register with the front entrance security on arrival to obtain visitor credentials. Visitor parking is provided directly in front of the building. Student visitors are not permitted. Students anticipating enrolling at Nordonia High School at some future date may make arrangements through Guidance.

NORDONIA HILLS CITY SCHOOLS
STUDENT/PARENT HANDBOOK CERTIFICATION
2021-2022 SCHOOL YEAR

We, _____ and
Parent/Guardian

_____ have received and read the
Student

Nordonia Middle School Student Handbook. We understand the rights and responsibilities pertaining to students and agree to support and abide by the rules, guidelines, procedures, and policies of the School District.

Parent/Guardian Signature

Student Signature

Date

Grade (Circle one) Grade 7 or Grade 8

Return this form to the student's team teacher who will forward it to the school office.

NORDONIA HILLS CITY SCHOOL DISTRICT

There is no place for racism, harassment, or discrimination in the Nordonia Hills City School District. The Board fully embraces the diversity of its workforce, community, and student body, and is committed to providing an environment which recognizes and respects the equality of all people. The Board is dedicated to meeting the educational, physical, social, and emotional needs of all students, so that they may enter the world as responsible, caring, and contributing members of society. The Board's goal is to enhance learning and remove barriers that inhibit students from reaching their highest potential, including racism. The Board will not tolerate racism, in any form, which occurs within the context of the school environment, or which disrupts the operations of the District.

Each student has a responsibility to maintain an educational environment free from harassment. Harassment or offensive conduct at school or school related functions is prohibited.



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Nordonia Middle School

2021 / 2022

Property of: _____

Address: _____

Phone #: _____

In case of emergency, please notify:

Name: _____ Phone #: _____

The information in this book was the best available at press time. Watch for additional information and changes.



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<http://www.schooldatebooks.com> • sdi@schooldatebooks.com



DO THINGS THE KNIGHT WAY, THE RIGHT WAY!

	ACCOUNTABILITY	INTEGRITY	LEADERSHIP
Hallway Transitions	<ul style="list-style-type: none">● Maintain proper traffic flow/pattern.● Go directly to destination using appropriate routes.● Have a pass.	<ul style="list-style-type: none">● Keep the hallway clean.● Respect others personal property and space.● Be where you're supposed to be.	<ul style="list-style-type: none">● Do what's right, even when no one is watching.● Use appropriate language and volume.● Encourage safety.
Restroom and Locker Rooms	<ul style="list-style-type: none">● Use facilities in a timely manner.● Have a pass.● Respect school property.	<ul style="list-style-type: none">● Keep the facilities clean.● Maintain privacy.● Use the restroom for its intended purpose.	<ul style="list-style-type: none">● Do what's right, even when no one is watching.● Inform staff of facility problems.
Cafeteria	<ul style="list-style-type: none">● Be patient while waiting.● Use appropriate volume and language.● Follow protocol for leaving the cafeteria.	<ul style="list-style-type: none">● Keep area clean.● Throw trash away.● Stay seated until dismissed.● Use good manners.	<ul style="list-style-type: none">● Include others.● Listen to staff.● Model expected conduct.
Assembly/ Events/ Off-Campus	<ul style="list-style-type: none">● Be a positive representative of your Team/School/ Community.● Pay attention to the presenters.● Respect property/ facilities.● Sit attentively and participate when appropriate.	<ul style="list-style-type: none">● Know the purpose of the event and model actions that fit.● Be mindful of other people's feelings.● Support your classmates.	<ul style="list-style-type: none">● Own your actions.● Be an active participant.● Encourage others.● Have proper sportsmanship.
Technology Use	<ul style="list-style-type: none">● Be respectful to your technology.● Bring expected technology to class daily.● Ensure your technology is charged.	<ul style="list-style-type: none">● Handle technology appropriately.● Only use programs and sites approved by teacher.● Use as learning tool.	<ul style="list-style-type: none">● Do what's right, even when no one is watching.● Help others navigate problems.● Practice digital citizenship
Classroom	<ul style="list-style-type: none">● Have materials ready.● Be prepared with all your required supplies.● Be on time.	<ul style="list-style-type: none">● Be respectful.● Leave your workspace clean.● Check Progress Book regularly.● Do your best.	<ul style="list-style-type: none">● Help peers.● Be an active listener.● Model expected conduct.● Own your actions.

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WELCOME TO NORDONIA MIDDLE SCHOOL

HOME OF THE KNIGHTS

Dear Students and Parents,

The purpose of this handbook is to provide information to the students and parents of Nordonia Middle School. A system of rules, regulations, policies, programs, and services, have been established to provide a positive and productive atmosphere in school. School experiences are designed to help you grow as a student, and provide a well-rounded educational experience.

Both parents and students, who are bound by the regulations in this handbook, are urged to read the contents. Students are encouraged to ask teachers, counselors, and administrators, questions not answered in this handbook. Positive and open communication is imperative for students' success, and we welcome you to contact us at any time.

This handbook has been approved by the Nordonia Hills Board of Education and comprises the official regulations and procedures for the operation of Nordonia Middle School. We hope our students will come to appreciate the many opportunities provided at Nordonia Middle School. It is our goal to promote students whose character, attitudes, and pride, reflect the positive climate of our school. This climate can only exist through the cooperation of students and their practice of the contents of this handbook.

Sincerely,

Mr. Bryan Seward, Principal –bryan.seward@nordoniaschools.org

Dr. Shon Smith, Associate Principal- shon.smith@nordoniaschools.org

Nordonia Middle School

HAVE A GREAT SCHOOL YEAR

DISTRICT AND SCHOOL CONTACT INFORMATION

NORDONIA HILLS CITY SCHOOL DISTRICT

NORDONIA HILLS CITY SCHOOLS BOARD OF EDUCATION

Tammy Strong, President
Chad Lahmer, Vice President
William Busse, Member
Judith Matlin, Member
Liz McKinley, Member

NORDONIA HILLS CITY SCHOOL DISTRICT

Board of Education Office: 330.467.0580
Dr. Joe Clark, Superintendent
Karen O'Bratil, Treasurer
Matt Gaugler, Business Manager

CIVIL RIGHTS COMPLIANCE OFFICER

Title VI/Title IX Coordinator 330.467.0587
Mike Russ, Technology Director 330-908-6629

NORDONIA MIDDLE SCHOOL ADMINISTRATION

Bryan Seward, Principal 330.908.6606
Dr. Shon Smith, Associate Principal 330.908.6607

GUIDANCE DEPARTMENT

Eighth grade Counselor 330-908-6609
Theresa. Bonick
Seventh-grade Counselor 330-908-6608
Dr. Rachel Vitale
Emma Sacha, School Psychologist
330.908.6616
Dr. Deborah Wallace,
Community Intervention Coordinator

NORDONIA MIDDLE SCHOOL WEB PAGE

*A copy of this handbook can be accessed online at
http://www.nordoniaschools.org/nordonia-middleschool_home.aspx

MIDDLE SCHOOL MAIN OFFICE

330.467.0584
Celeste Olenik, Administrative Assistant
330.908.6605
Patti Belli, Administrative Assistant
330.908.6600
Middle School Clinic 330.908.6620
Andrea Rupp, Bookkeeper 330.908.6004
Middle School Attendance line 330.908.6160
Administrative Information for Students and
Parents
Attendance 330-908-6160

TRANSPORTATION

Erica Forman, Transportation Director
330-468-4710

ACADEMIC RESPONSIBILITIES

GRADING PROCEDURES

Letter grades are determined by a specific percentage of total points earned during the grading period. The percentages used are:

- 90 - 100%.....A-/+
- 80 - 89.....B-/+
- 70 - 79.....C-/+
- 60 - 69.....D-/+
- Below - 60.....F-/+

Letter grades are assigned a specific number of points and those points are used to determine the grade point average and placement on honor roll and merit roll. They include:

- 4.000 - High Honor Roll
- 3.600 - 3.999 - Honor Roll
- 3.000 - 3.599 - Merit Roll
- 2.000 - 2.999 - Average
- 00.60 - 1.999 - Below average
- 00 .59 & Below – Failing

GRADING POLICY

We believe that the purpose of the report card is to communicate the student's level of achievement to parents, students, and others. In order to reflect the achievement of Ohio Academic Content Standards the student's grade should consist of those items directly reflecting their knowledge of material. Assessment of Achievement (Summative Assessment) will represent the majority of a student's grade. Assessment for learning (Formative Assessment) will make up the remainder of the students' grade. The ratio of Formative to Summative Assessment will be consistent throughout each content area and grade level.

Below are some guidelines and examples that may help clarify the types of assignments which should be included in each category.

Summative Assessment

- Any assignment, test, quiz, or project that assesses student knowledge of the standard which is to be mastered.
 - These items may include but are not limited to tests, quizzes, labs, projects, written essays, and presentations.

Formative Assessment

- Items not directly reflecting student content mastery
- Any assignment that allows students to practice a skill/concept learned in class, prepares students for an upcoming lesson or offers an enrichment opportunity to challenge students' thinking.

REPORT CARDS

Report card grades will be available at the end of every grading period through Progress book. The first and fourth quarter report cards are mailed home. The second and third quarter report cards are viewable on Progress book only.

GRADES ON PROGRESS BOOK

Homework can be an important and creative method of intervention and/or enrichment. Teams and individual teachers will inform students regarding the role homework grades earned through Progress Book, a web-based grade book program and student information system that includes student grades, assigned homework, and general student progress. You will create student's Progress Book account information to you with unique username and password. You can locate directions for this procedure through the following link:

With the username and password, you can securely access your student's information that includes grades, attendance, and homework assignments. Progressbook is updated weekly by teachers and teams.

GOOGLE CLASSROOM

Google Classroom is located on all student's Chromebooks. This app provides a venue for students, parents, and teachers to view, create, distribute assignments. Students can access Google Classroom from any location. Please review the Nordonias Hills City Schools Student Device Acceptable Use Policy at the end of this handbook.

TEAMING

Our school is organized into interdisciplinary teams to help personalize education and to provide a sense of community for students. Parents are important members of the team. Teachers have a common team period to work on curriculum, student concerns, and to contact parents. Parents may contact Guidance for team times of a particular teacher. The teaming program has many advantages such as: efficient use of time; increased parental contact and involvement; individual/group attention to students; interdisciplinary approaches; lack of duplication and limited overloads of work; special student activities; consistency in dealing with problems and needs; a sense of belonging to a group and additional help for students.

STUDENT FEES, FINES AND TUITION

An academic consumable fee will be charged for each student. The amount of this fee shall be determined according to the schedule adopted by the Nordonias Hills City Schools Board of Education. The academic consumable fee is used to purchase consumable classroom products such as art room supplies, workbooks, periodicals, newspapers, magazines, foods used in labs, science materials, student handbooks, etc. Students are asked to provide a minimal amount of personal school supplies and maintain an appropriate inventory of these supplies throughout the year. Textbooks, library books and other materials issued to students free of charge by the District must be returned in good condition. Fines will be charged for damage considered to be excessive or beyond normal wear.

Regular academic fees should be paid in full at the time of notification. Full payment of fees, and any fines or tuition for the current school year is due prior to the last day of school. A payment plan for partial payments throughout the year can be arranged through the building secretary/bookkeeper. Payments will be applied against any previous outstanding balance first. If no payment is made during the year, report cards will not be released. Any unpaid balance will carry to the next school year. Building secretaries will insure that all outstanding student accounts and other documents are transferred by August to the next building if the student is going to a new location within the District. Delinquent accounts may be referred to the Treasurer's Office.

All athletic participation fees are due or payment arrangements made before the first athletic event of the individual sport. Eighth graders will not be permitted to participate in the class celebration and graduating seniors will not receive their diploma as long as there is an outstanding balance of student fees, fines or tuition.

Records will not be released for any student who withdraws from the District and who has not paid their fees or fines in full or returned Nordonias Hills City Schools' property such as books, athletic and band uniforms, etc.

Returned checks are subject to a \$20 fee.

If you are financially unable to pay student fees for the current school year, you can waive the fee by completing a waiver form which is available in the main office of each building and showing proof of one of the following: qualification for Free or Reduced Lunch Program; welfare caseload number; AFDC number or income verification which meets government guidelines.

If a student is on the Free and Reduced Lunch Program and all waiver forms have been completed, building academic fees along with any sports participation, club, band, etc. fees are also waived in full. If any fee has been paid in error, the fee shall be refunded to the parent/guardian.

Tuition and fees/fines for lost books, IMC materials, sports and band uniforms, property damage, caps and gowns, etc. cannot be waived. If a student is eligible for the Free and Reduced Lunch Program in the current year and fees are waived but was not eligible in a prior year, only the current year's fees will be waived.

Make checks payable to: Nordonias Schools OR you can pay online through the EZ Pay link for Nordonias Middle School on the webpage at : <https://www.spsezpay.com/Nordonias/ezpay/Login.aspx>

CAFETERIA

The cafeteria is open to all students. Students may bring a lunch or purchase one. Milk may be purchased separately. A la carte items are available. Students who are eligible for free or reduced lunches may either pick up a form in the main office or have parents stop by or call the school for this form. Students are responsible for keeping their eating area clean and for returning trays. Students are expected to behave in a courteous manner and to follow the directions of lunch monitors. Cutting in line, throwing food, and/or excessive loudness are cause for removal from the cafeteria and may lead to further discipline.

DIRECTORY INFORMATION

The School District maintains many student records including both directory information and confidential information. Student records shall be maintained in accordance with Board of Education Policy and State/Federal laws and regulations. A full copy of District Policy is posted in the middle school main office and can be located on the school district board webpage. To view a copy, please view our online handbook posted on the middle school webpage.

The student record is the legal record for each student who is or has attended schools within the District. All information contained in the student record must be factual, verifiable and of a constructive nature. The Board shall collect, maintain and use only information necessary for legally mandated District functions.

Education Records, as defined in 34 C.F.R. 99.3 (Family Educational Rights and Privacy Act), means those records, files, documents, and other materials that are: (1) directly related to a student; and (2) maintained by the Board or by a party acting for the Board. "Record" means any information recorded in any way, including, but not limited to: handwriting; print; computer media; tape; film; microfilm and microfiche.

Student "personally identifiable information" includes, but is not limited to: the student's name; the name of the student's parent(s) or other family members; the address of the student or student's family; a personal identifier, such as the student's social security number, student number, or biometric record; other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name; other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or information requested by a person who the District reasonably believes knows the identity of the student to whom the education record relates.

Directory information can be provided upon request to any individual, other than a for-profit organization, even without the written consent of a parent. Parents may refuse to allow the Board to disclose any or all "directory information" upon written notification to the Board. For further information about the items included within the category of directory information and instructions on how to prohibit its release you may consult the Board's annual Family Education Rights and Privacy Act (FERPA) notice which can be found at <http://www.nordoniaschools.org/ferpa.aspx>.

Other than directory information, access to all other student records is protected by FERPA and Ohio law. Except in limited circumstances as specifically defined in State and Federal law, the School District is prohibited from releasing confidential education records to any outside individual or organization without the prior written consent of the parents, or the adult student, as well as those individuals who have matriculated and entered a postsecondary educational institution at any age. The Board will provide access or release directory information to armed forces recruiters unless the parent or student request that prior written consent be obtained.

Confidential records include test scores, psychological reports, behavioral data, disciplinary records, and communications with family and outside service providers.

Students and parents have the right to review and receive copies of all educational records. Costs for copies of records may be charged to the parent. To review student records please provide a written notice identifying requested student records to the Board of Education. You will be given an appointment with the appropriate person to answer any questions and to review the requested student records.

Parents and adult students have the right to amend a student record when they believe that any of the information contained in the record is inaccurate, misleading or violates the student's privacy. A parent or adult student must request the amendment of a student record in writing and if the request is denied, the parent or adult student will be informed of his/her right to a hearing on the matter.

The Family Policy Compliance Office in the U.S. Department of Education administers both FERPA and PPRA. Parents and/or eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW 20202-4605
Washington, D.C.
www.ed.gov/offices/OM/fpco

Informal inquiries may be sent to the Family Policy Compliance Office via the following email addresses:

FERPA@ED.Gov; and
PPRA@ED.Gov.

MEMORANDUM TO PARENTS REGARDING SCHOOL BOARD POLICY ON DRUG-FREE SCHOOLS (3.09)

In accordance with Federal Law, the Board of Education prohibits the use, possession, concealment, or distribution of drugs by students on school grounds, in school or school-approved vehicles, or at any school-related event. Drugs includes any alcoholic beverage, anabolic steroid, dangerous controlled substance as defined by State statute, or substance that could be considered a "look-a-like" controlled substance. Compliance with this policy is mandatory for all students. Any student who violates this policy will be subject to disciplinary action, in accordance with due process and as specified in the student handbooks, up to and including expulsion from school. When required by State law, the District will also notify law enforcement officials. The District is concerned about any student who is a victim of alcohol or drug abuse and will facilitate the process by which s/he receives help through programs and services available in the community. Students and their parents should contact the school principal or counseling office whenever such help is needed.

NOTICE OF NONDISCRIMINATION AND GRIEVANCE PROCEDURES FOR TITLE II, TITLE VI, TITLE VII, AND TITLE IX, SECTION 504, AGE ACT, AND ADA (9.19)

NONDISCRIMINATION

The Board of Education declares it to be the policy of this District to provide an equal opportunity for all students, regardless of race, color, creed, disability, age, religion, gender, ancestry, national origin, place of residence within the boundaries of the District, or social or economic background, to learn through the curriculum offered in this District.

COMPLAINT PROCEDURE

Section I

If any person believes that the _____ School District or any of the District's staff has inadequately applied the principles and/or regulations of (1) Title II, VI, and VII of the Civil Rights Act of 1964, (2) Title IX of the Education Amendment Act of 1972, (3) Section 504 of the Rehabilitation Act of 1973, (4) The Age Act, and (5) The Americans with Disabilities Act, s/he may bring forward a complaint, which shall be referred to as a grievance, to the District's Civil Rights Coordinator.

Section II

The person who believes s/he has a valid basis for grievance shall discuss the grievance informally and on a verbal basis with the District's Civil Rights Coordinator, who shall in turn investigate the complaint and reply with an answer to the complainant. S/He may initiate formal procedures according to the following steps:

- Step 1** A written statement of the grievance signed by the complainant shall be submitted to the District's Civil Rights Coordinator within five (5) business days of receipt of answers to the informal complaint. The Coordinator shall further investigate the matters of grievance and reply in writing to the complainant within five (5) business days. 2260 F8
- Step 2** If the complainant wishes to appeal the decision of the District's Civil Rights Coordinator, s/ he may submit a signed statement of appeal to the Superintendent of Schools within five (5) business days after receipt of the Coordinator's response. The Superintendent shall meet with all parties involved, formulate a conclusion, and respond in writing to the complainant within ten (10) business days.
- Step 3** If the complainant remains unsatisfied, s/he may appeal through a signed written statement to the Board of Education within five (5) business days of his/her receipt of the Superintendent's response in step two. In an attempt to resolve the grievance, the Board of Education shall meet with the concerned parties and their representative within twenty (20) days of the receipt of such an appeal. A copy of the Board's disposition of the appeal shall be sent to each concerned party within ten (10) business days of this meeting.
- Step 4** If at this point the grievance has not been satisfactorily settled, further appeal may be made to the U.S. Department of Education, Office of Civil Rights, 600 Superior Avenue, Room 750, Cleveland, Ohio 44114.

Inquiries concerning the nondiscriminatory policy may be directed to Director, Office for Civil Rights, Department of Education, Washington, D.C. 20201.

The District's Coordinator, on request, will provide a copy of the District's grievance procedure and investigate all complaints in accordance with this procedure. A copy of each of the Acts and the regulations on which this notice is based, may be found in the District Coordinator's office.

ELECTRONIC DEVICES/ CELL PHONES/ PERSONAL TECHNOLOGY

Electronic devices/ cell phones/or personal technology are not allowed at the middle school during the school day. Every office and classroom is equipped with a telephone. Should student require parent communication, students can make a phone call from the main office with a pass from their classroom teacher.

When permitted teachers/ staff will allow students to use electronic devices at the middle school for instructional purposes. Electronic devices may be confiscated. These and any other personal items that interfere with classroom instruction may be confiscated by the supervising adult and submitted to the appropriate administrator.

Electronic devices/ cell phones/or personal technology brought to school by students are not the responsibility of the school if it is lost, missing, or stolen. Nordonia Middle School assumes no obligation for electronic devices/ cell phones/or personal technology that are lost, missing, or stolen at school. Parents, please use discretion as to electronic devices/ cell phones/or personal technology brought to school.

ELEVATOR

A doctor's note or written parent note is required for students to use the elevator. If your student is physically unable to use the stairs, they may bring the note to the main office to pick up their pass.

EMERGENCY MEDICAL AUTHORIZATION

A complete Emergency Medical Authorization Form must be on file with the School in order for a student to participate in any activity off school grounds, including field trips, spectator trips, athletic and other extracurricular activities, and co-curricular activities. The Emergency Medical Authorization form is provided at the time of enrollment and at the beginning of each school year. Please check the Nordonia Schools website to input your form online.

Student safety is the responsibility of both students and staff. Staff members are familiar with emergency procedures such as evacuation procedures, fire and tornado drills, safety drills in the event of a terrorist or other violent attack, and accident reporting procedures. If a student is aware of any dangerous situation or accident, s/he must notify a staff person immediately.

State law requires that all students have an emergency medical authorization completed and signed by a parent or guardian on file in the School office.

Students with specific health care needs should deliver written notice about such needs, along with physician documentation, to the School office.

EXTRA-CURRICULAR ACTIVITIES (6.41)

Participation in extracurricular activities, including interscholastic sports, is a privilege and not a right. Therefore, the Board of Education authorizes the Superintendent, principals, and assistant principals and other authorized personnel employed by the District to supervise or coach a student activity program, to prohibit a student from participating in any particular or all extra-curricular activities of the District for offenses or violations of the Student Code of Conduct/Student Discipline Code for a period not to exceed the remainder of the school year in which the offense or violation of the Student Code of Conduct/Student Discipline Code took place. In addition, student athletes are further subject to the Athletic Code of Conduct and may be prohibited from participating in all or part of any interscholastic sport for violations therein.

ATHLETIC RULES, ELIGIBILITY, AND REGULATIONS

Student athletes are subject to the Nordonia Hills City Schools Athletic Code of Conduct, which is provided to each athlete at the start of each season.

EXTRA-CURRICULAR/ AFTER SCHOOL/CLUBS OR SOCIAL ACTIVITIES

Participants in extra-curricular activities such as sports, field trips, intramurals, socials, and clubs must follow rules and regulations established for that activity (generally school rules/regulations).

Students may have the opportunity to participate in or attend after school activities during the school year. Students who wish to be spectators at an event must leave for home at school dismissal time and not return to school the activity time. Students attending an event must report directly to the event no earlier than the event time and remain at the event for the entire time. Students are to leave school grounds immediately at the conclusion of the event or activity. Under no circumstances are students permitted to be in any area of the building or grounds other than the assigned area for the activity. School and Dress Code rules are in effect. Students must follow the directions of adults in charge of the activity or sport and directions given by any staff member. Students in sports are to be with a coach. Students must conduct themselves properly at all times. Students who fail to comply with rules and/or directives will be taken to the main office and a parent or guardian will be called. These students will not be permitted to attend future after school activities/events. Parents/guardians are expected to pick up their child promptly at the end of the social activity.

FIELD TRIPS

Field trips are academic activities that are held off school grounds. There are also other trips that are part of the School's co-curricular and extra-curricular program. No minor student may participate in any school-sponsored trip without parental consent and a current emergency medical form on file in the office. Medications normally administered at school will be administered while on field trips. The Student Code of Conduct applies to all field trips.

Attendance rules apply to all field trips.

While the District encourages students to participate in field trips, alternative assignments will be provided for any student whose parent does not give permission for the student to attend.

Students who violate school rules may lose the privilege to go on field trips.

FIRE, TORNADO, SAFETY DRILLS (6.36)

The School complies with all fire safety laws and will conduct fire drills in accordance with State law. The School conducts tornado drills during the tornado season following procedures prescribed by the State. The alarm system for tornadoes consists of p.a. announcement and bell tones. Teachers will provide specific instructions on how to proceed in the case of fire or tornado and will oversee the safe, prompt, and orderly evacuation of the building in such cases.

Safety drills will be conducted at least once per school year. Teachers will provide specific instruction on the appropriate procedures to follow in situations where students must be secured in their building rather than evacuated. These situations can include a terrorist threat, a person in possession of a deadly weapon on school property, or other acts of violence.

HAZING (6.22)

Hazing activities are prohibited. No administrator, faculty member, or other employee shall encourage, permit, condone, or tolerate hazing. No student shall plan, encourage, or engage in any hazing. Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any student, or other, organization that causes, or creates a substantial risk of causing, mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.

All District employees are required to be alert to possible situations, circumstances or events which might include hazing. If an employee discovers that hazing has, will or might occur, the students involved shall be informed that hazing is prohibited and shall be directed not to engage in hazing. All hazing incidents shall be reported immediately to the Superintendent.

This policy shall be distributed to all students and District employees.

Failure to follow this policy could result in discipline and subject the violator to civil and criminal penalties.

LATE-START DAYS AND DELAYS

The District can employ a late start for weather-related or other emergencies. This means the school day will begin exactly two hours later than the normal start time (unless otherwise indicated). Bus routes will also be on a two-hour delay schedule.

LOCKERS

Every student will be assigned his/her own locker. Students may use lockers before or after school, or during class changes. However, stopping at a locker for materials between classes is rarely an acceptable reason for being late to class. Students should plan to take with them materials for their morning classes before school begins, and for their afternoon classes at lunch time. Do not share your combination and/or locker with anyone. Students MUST use their assigned lockers and may not change lockers without the permission of the Team Leader. Students must make sure their lockers are secure. (Turn the dial to reset the combination, make sure the locker is secure by rechecking it, make sure the locker closes and works properly. If a student locker does not work properly, report it to the assistant principal or custodian immediately and request a repair.

Students will no longer be able to decorate lockers using tape.

Nothing obscene, vulgar, or of a racially derogatory nature may be posted on or inside a locker.

Student lockers, desks, cabinets and similar property are the property of the Nordonia Hills Board of Education provided to students as a convenience for their use. Lockers and other such property carry no expectation of privacy for the students who occupy them. School lockers, desks, cabinets, etc. and their contents are subject to search by school authorities at any time and without warning.

REMEMBER - STUDENTS ARE RESPONSIBLE FOR ALL BOARD OF EDUCATION MATERIALS (TEXTBOOKS, ETC.) WHICH ARE ISSUED TO THEM WHETHER LOST, DAMAGED, OR STOLEN.

NORDONIA MIDDLE SCHOOL STRATEGIC PLAN

Our Mission: Inspiring every student to value learning, community, & excellence!

GOAL 1 INSTRUCTION AND LEARNING:

Nordonia Middle School will promote sound instruction, student accountability, and parental involvement throughout the learning process.

Strategies:

All NMS teachers will be evaluated with the Ohio Evaluation Teacher System.

NMS teachers will support district alignment of Common Core and New Learning Standards to Curriculum.

NMS teachers will create/revise Student Learning Objectives (SLOs) and common assessments for all content areas.

NMS teachers and students will use data to make instructional and learning decisions.

NMS teachers will implement innovative resources to support instruction and learning.

NMS teachers will provide resources to keep parents informed and involved in the learning process.

GOAL 2 RELATIONSHIPS:

Nordonia Middle School will establish and sustain rapport with the community.

Strategies:

NMS staff will effectively communicate school and classroom information to parents.

NMS staff will promote the visibility of students in the community.

NMS will develop and promote positive relationships among and between students and staff.

GOAL 3 OPERATIONS MANAGEMENT:

Nordonia Middle School Staff will serve as responsible stewards of community resources.

Strategy:

NMS staff will provide a safe, secure, and efficient educational environment.

SCHOOL DAY

Our Middle School day starts at 8:00AM – and ends at 2:55 PM.

Students cannot arrive before 7:30 AM.

Students can report to the cafeteria or main office corridor at 7:30 AM.

Arrival time is 7:45 AM and students are permitted to their lockers at 7:45 AM -7:59 AM.

The warning bell sounds at 7:59 AM.

The school day for all students begins at 8:00 AM.

All students are expected to be in their first class and in their seats at 8:00 AM. Students are tardy if they are not in their assigned classrooms by 7:59 AM.

Upon arriving to school tardy, an accompanying parent or adult must sign in students or present a signed note stating the date and reason for tardiness. Tardiness is recorded on attendance reports, reported on the student's report cards, and becomes part of the student's permanent record.

If students are not in their classes when the bell rings, they are considered tardy.

If students arrive at school after 8:00 AM, they must report to the office to sign in before going to class.

School dismissal begins at 2:55 PM. At 2:55 PM. Students will be dismissed from their 6th period class to gather belongings from their locker and to prepare for dismissal. Dismissal is made by announcement and students are dismissed by their 7th or last period teacher to bus or parent pick-ups between 2:55 PM. and 3:00 PM.

Parents must follow the school procedures for bringing students to school and picking them up from school.

SCHOOL DRESS CODE (6.23)

Nordonia Middle School students are expected to dress in a neat, clean and modest manner that enhances a positive school image. There are aspects of current popular styles and/or clothing trends not appropriate for the school setting. Clothing should not be worn with messages or graphics that promote or suggest profanity, gang affiliation, violence, substance abuse, or is considered to be suggestive, lewd or obscene. If a student is unsure about the appropriateness of the outfit, it should not be worn to school.

Any apparel that in the opinion of the Administration provides excessive visual exposure of inappropriate aspects of the body (i.e. cleavage, low pants), disrupts the classroom atmosphere, violates health and safety codes and/or is inappropriate for school wear is prohibited. Upon entering the building, students are expected to place all head coverings in their lockers. Students are not permitted to wear hats or head coverings of any type during the school day. Shoes or sandals must be worn at all times. Shorts are acceptable throughout the year provided they are no shorter than mid-thigh in length. Administration reserves the right to determine the appropriateness of appearance. Students who are in violation of the school dress code may be issued clothes to wear or, given the opportunity, to contact home for appropriate clothing for that day. Habitual violations of the dress code will result in disciplinary action. Parental cooperation regarding appropriate dress and grooming is greatly appreciated.

STUDENT ABSENCES AND EXCUSES (6.08)

Absences for the following reasons shall be considered as excused:

- A. Personal illness.
- B. Serious illness or death of a family member.
- C. Funeral.
- D. Medical and dental appointments that cannot be arranged during non-school hours.
- E. Unusual or emergency situations at home.
- F. Religious holidays and activities.
- G. Authorized school-sponsored activities.
- H. Approved college visits.
- I. Acts of God.
- J. Quarantine.

- K. Out-of-state travel, not to exceed 24 hours per school year that the student's school is open for instruction, for participation in an enrichment activity approved by the Board of Education or an extracurricular activity, defined as a student activity program operated by the District but not included in a graded course of study.
- L. At the Superintendent's discretion, a visit with a parent or legal guardian who is an active duty member of the Army, Navy, Air Force, Marine Corps, Coast Guard, or Commissioned Corps of the National Oceanic and Atmospheric Administration and Public Health Service and who has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting.
- M. Family vacations, with approval from the District Superintendent/designee.

An absence for any reason other than those listed above shall be classified as unexcused. All excuses from parents, as well as other documents pertaining to a student's enrollment, attendance, and withdrawal from the District, shall become a part of the official attendance record and shall be maintained regardless of format or condition. A student shall have the opportunity to make up school work missed due to an excused absence; however, it shall be the responsibility of the student to initiate a make-up procedure and schedule with his or her teacher(s). All make-up work shall be completed within a reasonable time following the excused absence. A student shall receive full credit for school work made up pursuant to an excused absence. The principal or his or her designee may request written verification of a student's illness from a physician licensed to practice medicine in the state in the event of frequent or extended absences attributed to personal illness. A student must be in attendance at school for half of the school day in order to participate in any school-sponsored activity that is conducted on that day; in cases of emergency the principal or his/her designee may grant an exception to this limitation.

STUDENT ATTENDANCE POLICY (6.10)

STUDENT ATTENDANCE ACCOUNTING/MISSING CHILDREN (6.10)

The Board of Education believes in the importance of trying to decrease the number of missing children; therefore, efforts will be made to identify possible missing children and notify the proper adults or agencies. The primary responsibility for supervision of a student rests with the parent(s) or guardian(s). Parents or guardians of absent children shall call the school each day to report the absence within the first two (2) hours of the beginning of the school day that the student is absent. If a call is not received from the parent or guardian by the time indicated above, the principal or the principal's designee shall attempt to call home before the end of the school day. If this call is unsuccessful, then not later than one (1) day following the absence, the principal or the principal's designee shall send, by mail, to the parent or guardian a written notification of the child's absence. Parent(s), guardian(s), or other responsible person(s) shall provide the school with their current home and/or work telephone numbers and home addresses, as well as emergency numbers.

EXTENDED ABSENCES

Generally, students have one day for each day of absence (up to five days) to make up work. If a student received notification of a test via an assignment sheet or teacher, it is up to the teacher whether the student is required to take a test after an absence. When a student is absent for more than five days, special arrangements must be made with the classroom teacher. Please notify the school as far in advance as possible. It is the student's responsibility to meet with each teacher and to have make-up work completed within the time limits set by teachers. No credit will be given if students do not meet this expectation. Parents may request homework from the Main Office.

LATE ARRIVAL AND EARLY DISMISSAL (6.10 AND 6.11)

It is necessary that a student be in attendance throughout the school day in order to benefit fully from the educational program of the District. The Board of Education recognizes, however, that from time-to-time compelling circumstances require that a student be late to school or dismissed before the end of the school day. As agent responsible for the education of the children of this District, the Board shall require that the school be notified in advance of such absences by written or personal request of the student's parent, which shall state the reason for the tardiness or early dismissal. Justifiable reasons shall be determined by the principal.

SCHOOL DAY AND LATE ARRIVALS

Students may arrive early and have breakfast in the cafeteria.

Our Middle School day starts at 8:00 AM – and ends at 2:55 PM.

The warning bell sounds at 7:59 AM.

All students are expected to be in their first class and in their seats at 8:00 AM.

If students are not in their class when the bell rings, they are considered tardy.

If students arrive at school after 8:00 AM, they must report to the office to sign in before going to class.

A ½ day attendance will be credited if students arrive after 10:25 AM.

At 2:55 PM students will be dismissed from classes to gather belongings from their locker and prepare for dismissal.

Dismissal is made by p.a. announcement and students are dismissed by their 7th or last period teachers to bus or parent pick-ups between 2:55 PM and 3:00 PM.

MEDICAL APPOINTMENTS

Students who need to leave school at any time for a medical or dental appointment must bring a note from parents to the office on the morning of the appointment. A parent or guardian must sign the student out before leaving. When students return, they must report to the office before going to class.

ADMINISTRATION OF MEDICATION

If medication, including over-the-counter drugs, is to be administered during school hours, it needs to be done in accordance with the following Board of Education policy.

1. Permission form for medication (PRESCRIPTION DRUG AUTHORIZATION FORM,) fully completed and submitted to the Health Center personnel, including physician and parent/guardian signatures.
2. Medication must be in the ORIGINAL container with the following information on the label:

*Student Name

*Medication Name

*Medication Dosage

*Times or intervals of administration

For prescriptions ask the pharmacist for a separate container with a label containing the above information.

3. New PRESCRIPTION DRUG AUTHORIZATION FORMS must be submitted at the beginning of each school year.

INJURY AND ILLNESS

All injuries must be reported to a teacher or the office. If the injuries are minor, the student will be treated and may return to class. If medical attention is required, the office will follow the School's emergency procedures and attempt to make contact with the student's parents.

A student who becomes ill during the school day should request permission to go to the office. An appropriate adult in the office will determine whether the student should remain in school or go home. No student will be released from school without proper parental permission.

RELEASE OF STUDENTS DURING THE SCHOOL DAY

If one (1) parent has been awarded custody of the student by the courts, the parent of custody shall provide the school with a copy of the custody order and inform the school in writing of any limitations in the rights of the noncustodial parent. Absent such notice, the school will presume that the student may be released into the care of either parent.

No student who has a medical disability which may be incapacitating may be released without a person to accompany him/her.

No student shall be released to anyone who is not authorized such custody by the parents.

SCHOOL CLOSINGS AND DELAYS (9.05)

Factors used in deciding to close schools are: current weather conditions, weather predictions, wind speed, and road conditions. Tune in to any local radio or TV station (listed in the Nordonia Hills City School District Calendar), check the Nordonia Hills City School District webpage (<http://nordoniaschools.org>), check for pre-recorded telephone messages delivered to the phone number on file, or call the district T.E.C number 330-908-6160. Parents and students are responsible for knowing about emergency closings and delays.

TRUANCY (6.09)

HABITUAL TRUANCY INTERVENTION STRATEGIES

The Board of Education, after consulting with the Summit County Juvenile Court, parents, guardians, or other persons having care of the students attending school in the District, and appropriate state and local agencies, has established this policy in order to provide guidance to employees in addressing and ameliorating student absences.

An "habitual truant" is any child of compulsory school age who is absent without a legitimate excuse for 30 or more consecutive hours, 42 or more hours in one month, or 72 or more hours in a school year.

On the request of the Superintendent, or when it comes to the attention of the school attendance officer or other appropriate officer of the District, the designated officer is required to investigate any case of supposed truancy within the District and must warn the child, if found truant, and the child's parent, guardian, or other person having care of the child in writing of the legal consequences of being truant. The notice must also inform the parent, guardian, or other person having care of the child that he/she shall cause the child's attendance at school immediately.

When it has been determined that a child has been truant and that the parent, guardian or other person having care of a child has failed to ensure the child's attendance at school after being notified, the Superintendent may require the parent to attend a specified parental educational program established according to the rules adopted by the State Board of Education for the purpose of encouraging parental involvement in compelling the attendance of the child at school. Therefore, if directed by the Superintendent, the attendance officer must send notice requiring the child's parent to attend a parental education program.

HABITUAL TRUANCY

Upon the failure of the parent, guardian, or other person having care of the child to cause the child's attendance at school, if the child is deemed to be an habitual truant, the District is required, within ten days, to assign the student to an absence intervention team, as described in O.R.C. §3321.191(c). Further, the attendance officer shall file a complaint with the proper county juvenile court. If a complaint is filed, it shall allege that:

1. The child is unruly for being an habitual truant; and
2. The parent, guardian, or other person having care of the child has violated O.R.C. §3321.38.

Absence intervention strategies shall include all of the following actions, if applicable: Nordonia Hills City School District Board of Education 6.09 Policy Manual page 2 Chapter VI – Pupil Personnel

1. Providing a truancy intervention plan for any student who is excessively absent from school, as described in O.R.C. §3321.191(c);
2. Providing counseling for an habitual truant;
3. Requesting or requiring a parent or guardian, or other person having care of an habitual truant to attend parental involvement programs, including programs adopted under O.R.C. §3313.472 or 3313.633;
4. Requesting or requiring a parent, guardian, or other person having care of an habitual truant to attend truancy prevention mediation programs;
5. Notification of the registrar of motor vehicles under O.R.C. §3321.13;
6. Taking legal action pursuant to O.R.C. §§2919.222, 3321.20, or 3321.38.

NOTICE OF ABSENCES

In the event that a child of compulsory school age is absent with or without legitimate excuse from the school the child is supposed to attend for thirty-eight (38) or more hours in one school month, or sixty-five (65) or more hours in a school year, the attendance officer of that school shall notify the child's parent, guardian, or custodian of the child's absences, in writing, within seven (7) days after the date after the absence that triggered the notice requirement. At the time notice is given, the school also may take any appropriate action as an intervention strategy, as provided in this Policy.

ABSENCE INTERVENTION PLAN

If the absences of a student surpass the threshold for an habitual truant as set forth in this Policy, the student's principal or the Superintendent shall assign the student to an absence intervention team. Within fourteen (14) school days after the assignment of a student to an absence intervention team, the team shall develop an intervention plan for that student in an effort to reduce or eliminate further absences. Each intervention plan shall vary based on the individual needs of the student, but the plan shall state that the attendance officer shall file a complaint not later than sixty-one (61) days after the date the plan was implemented, if the child has refused to participate in, or failed to make satisfactory progress on, the intervention plan or an alternative to adjudication, as set forth below. Within seven (7) days after the development of the plan, the District shall make reasonable efforts to provide the student's parent, guardian, custodian, guardian ad litem, or temporary custodian with written notice of the plan.

As part of the absence intervention plan, the District, in its discretion, may contact the appropriate juvenile court and ask to have a student informally enrolled in any alternative to adjudication described in O.R.C. §2151.27(G). If the District chooses to have student informally enrolled in an alternative to adjudication, the District shall develop a written policy regarding the use of, and selection process for, offering alternatives to adjudication to ensure fairness.

ABSENCE INTERVENTION TEAM

The Superintendent, or the Superintendent's designee, shall establish an absence intervention team for the District to be used by any schools of the District that do not establish their own absence intervention team. Membership of each absence intervention team may vary based on the needs of each individual student, but shall include a representative from the District, another representative from the District who knows the child, and the child's parent or parent's designee, or the child's guardian, custodian, guardian ad litem, or temporary custodian. The team also may include a school psychologist, counselor, social worker, or representative of a public or nonprofit agency designed to assist students and their families in reducing absences.

The principal may establish an absence intervention team or series of teams to be used in lieu of the District team established under this Policy. Membership of each absence intervention team may vary based on the needs of each individual student, but shall include a representative from the District, another representative from the District who knows the child, and the child's parent or parent's designee, or the child's guardian, custodian, guardian ad litem, or temporary custodian. The team also may include a school psychologist, counselor, social worker, or representative of a public or nonprofit agency designed to assist students and their families in reducing absences.

The Superintendent or principal shall select the members of an absence intervention team within seven (7) school days of the triggering event. The Superintendent or principal, within the same period of seven (7) school days, shall make at least three (3) meaningful, good faith attempts to secure the participation of the student's parent, guardian, custodian, guardian ad litem, or temporary custodian on that team. If the student's parent responds to any of those attempts, but is unable to participate for any reason, the representative of the District shall inform the parent of the parent's right to appear by designee. If seven (7) school days elapse, and the student's parent, guardian, custodian, guardian ad litem, or temporary custodian fails to respond to the attempts to secure participation, the District shall do both of the following:

1. Investigate whether the failure to respond triggers mandatory reporting to the public children services agency for the county in which the child resides in the manner described in O.R.C. §2151.421; and
2. Instruct the absence intervention team to develop an intervention plan for the child notwithstanding the absence of the child's parent, guardian, custodian, guardian ad litem, or temporary custodian.

In the event that a student becomes habitually truant within twenty-one (21) school days prior to the last day of instruction of a school year, the District may, in its discretion, assign one (1) school official to work with the child's parent, guardian, custodian, guardian ad litem, or temporary custodian to develop an absence intervention plan during the summer. If the District selects this method, the plan shall be implemented not later than seven (7) days prior to the first day of instruction of the next school year. In the alternative, the District may toll the time periods to accommodate for the summer months and reconvene the absence intervention process upon the first day of instruction of the next school year.

The District may consult or partner with public and nonprofit agencies to provide assistance as appropriate to students and their families in reducing absences.

Beginning with the 2017–2018 school year, the District shall report to the Ohio Department of Education, as soon as practicable, and in a format and manner determined by the Department, any of the following occurrences:

1. When a notice of extended absences is submitted to a parent, guardian, or custodian;
2. When a child of compulsory school age has been absent without legitimate excuse from the school the child is supposed to attend for thirty (30) or more consecutive hours, forty-two (42) or more hours in one (1) school month, or seventy-two (72) or more hours in a school year;
3. When a child of compulsory school age who has been adjudicated an unruly child for being an habitual truant violates the court order regarding that adjudication;
4. When an absence intervention plan has been implemented for a child under this Policy.

Nothing in this policy shall be construed to limit the authority of the Superintendent or designee to develop or utilize other strategies to respond to student truancy.

LEGAL REFS: O.R.C. §§3321.19; 3321.191; 2151.011

VACATIONS DURING THE SCHOOL YEAR (6.08)

FAMILY VACATION - The school recognizes that family vacations do not always coincide with the school calendar and, at times, students may be out of classes for this reason. Absences from school due to vacation are excused. It is requested that parents submit written notification to the Principal to have their child released from school for family vacations at least five (5) days prior to leaving. Work missed due to absence for vacations will be accumulated over the period by the teacher and given to the child upon return to school. Students will have the same number of days to turn in missed work as days absent.

REGISTRATION AND WITHDRAWAL

Registration is through the Pupil Personnel Department at the Board of Education. Parents must provide proof of residency, birth certificate, social security number, custody papers (if applicable), and immunization records to register their student. To withdraw a student, parents must sign a withdrawal form, preferably a few days before the student's last day of school. All books must be turned in and any outstanding fees paid before the transcripts can be processed.

VISITORS (9.02)

Parents and other community members wishing to visit Nordonia Middle School are always welcome, and will register in the Main Office to obtain visitor credentials. If a person wishes to confer with a staff member, s/he should schedule an appointment prior to coming to the school. Ten-minute parking is available between 8:15 am and 2:30 pm in front of the school. From 7:40 to 8:00 am and from 2:30 to 3:15pm, parking is prohibited in the front of the school. Thank you for helping ensure our students' safety by keeping the bus lane clear. Those visitors who will be in the building for more than 10 minutes, may park in the Main Parking lot by the Gymnasium. Student visitors are not permitted.

VOLUNTEERS (9.25)

Parents/Guardians who would like to volunteer at Nordonia Middle School must complete the Nordonia Hills City Schools Volunteer Release form.

SEARCH/SEIZURE (6.26)

The Board of Education recognizes that the privacy of students or their belongings may not be violated by unreasonable search and seizure and directs that no student be searched without reasonable suspicion or in an unreasonable manner.

The Board acknowledges the need for in-school storage of student possessions and shall provide storage places, including desks and lockers, for that purpose. Such spaces remain the property of the Board and, in accordance with law, may be the subject of random search. Where locks are provided for such places, students may lock them against incursion by other students, but in no such places shall students have such an expectation of privacy as to prevent examination by a school official. The Board directs the school principals to conduct a routine inspection at least annually of all such storage places.

School authorities are charged with the responsibility of safeguarding the safety and well-being of the students in their care. In the discharge of that responsibility, school authorities may search the person or property, including vehicles, of a student, with or without the student's consent, whenever they reasonably suspect that the search is required to discover evidence of a violation of law or of school rules. The extent of the search will be governed by the seriousness of the alleged infraction and the student's age.

This authorization to search shall also apply to all situations in which the student is under the jurisdiction of the Board. Administrators are permitted to conduct a random search of any student's locker and its contents at any time, providing proper notice has been posted in the locker areas of each building.

Search of a student's person or intimate personal belongings shall be conducted by a person of the student's gender, in the presence of another staff member of the same gender, and only in exceptional circumstances when the health or safety of the student or of others is immediately threatened.

Administrators are authorized to arrange for the use of a breath-test instrument for the purpose of determining if a student has consumed an alcoholic beverage. It is not necessary for the test to determine blood-alcohol level, since the Board has established a zero tolerance for alcohol use.

The Board also authorizes the use of canines, trained in detecting the presence of drugs or devices, when the Superintendent has reasonable suspicion that illegal drugs or devices may be present in a school. This means of detection shall be used only to determine the presence of drugs in locker areas and other places on school property where such substances could be concealed. Canine detection must be conducted in collaboration with law enforcement authorities or with organizations certified in canine detection and is not to be used to search individual students unless a warrant has been obtained prior to the search.

Except as provided below, a request for the search of a student or a student's possessions will be directed to the principal who shall seek the freely offered consent of the student to the inspection. Whenever possible, a search will be conducted by the principal in the presence of the student and a staff member other than the principal. A search prompted by the reasonable belief that health and safety are immediately threatened will be conducted with as much speed and dispatch as may be required to protect persons and property.

The principal shall be responsible for the prompt recording in writing of each student search, including the reasons for the search; information received that established the need for the search and the name of informant, if any; the persons present when the search was conducted; any substances or objects found; and the disposition made of them. The principal shall be responsible for the custody, control, and disposition of any illegal or dangerous substance or object taken from a student. The Superintendent shall prepare administrative guidelines to implement this policy.



EQUAL EDUCATION OPPORTUNITY

The Board of Education declares it to be the policy of this District to provide an equal opportunity for all students, regardless of race, color, creed, disability, age, religion, gender, ancestry, national origin, place of residence within the boundaries of the District, or social or economic background, to learn through the curriculum offered in this District. (Form 2260B)

FEDERAL PROGRAMS:

Nordonia Hills City School District receives federal money to support a portion of our elementary reading intervention program. In accordance with the Elementary and Secondary Education Act (ESEA) of 2001 or the No Child Left Behind Act, the District is required to notify all parents of their right to request information related to the qualifications of their child's teacher(s). This information is available through the District Office and can be requested at any time by interested parents.

AMERICANS WITH DISABILITIES ACT AMENDMENT ACT

The Nordonia Hills City School District does not discriminate on the basis of disability in admission to, access to or operation of its programs, services or activities; nor does the district discriminate on the basis of disability in its hiring or employment practices. Individuals who need auxiliary aides for effective communication in programs and services of the Nordonia Hills City School District are invited to make their needs and preferences known to the ADA/AA Compliance Coordinator. Questions, concerns, complaints, or requests for additional information regarding ADA/AA may be forwarded to the Nordonia Hills City School District's ADA/AA Compliance Coordinator: Carrie Hutchinson, Director of Pupil Services; 9370 Olde Eight Road, Northfield, OH 44067, 330-467-0580.

CHILD FIND

Child Find is the process of identifying, locating and evaluating children with disabilities who may be in need of special education and related services. If you know any child who may be in need of special services, ages 3-22 years old, please contact: Carrie Hutchinson, Director of Pupil Services; 9370 Olde Eight Road, Northfield, OH 44067, 330-467-0580.

FERPA:

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age certain rights with respect to the student's education records. These rights are: to inspect and review the student's education records within 45 days of the day the school receives a request for access; to request the amendment of the student's education records that the parent or eligible student believes are accurate; and to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. The release of a student's educational records is governed by FERPA and Section 3319.321 of the Ohio Revised Code. Both FERPA and Ohio law allow the release of "directory information" without prior consent. A complaint can be filed with the U.S. Department of Education concerning alleged failures by Nordonia Hills City Schools to comply with the requirements of FERPA.

TITLE IX:

It is the policy of the Nordonia Hills City School District not to discriminate on the basis of sex, nor to permit ongoing harassment, as required by Title IX of the 1972 Education Amendments. Inquiries regarding compliance with Title IX may be directed to the Superintendent, Joe Clark, 9370 Olde Eight Road, Northfield, OH 44067, 330-467-0580.

STUDENT CONDUCT CODE (6.18)

This Code of Conduct is in effect while students are under the authority of school personnel or involved in any school activity. This includes, but is not limited to, school buses and property under the control of school authorities and while at interscholastic competitions, extracurricular events or other school activities or programs.

TYPES OF CONDUCT

Harassment, intimidation, or bullying can include many different behaviors including overt intent to ridicule, humiliate, or intimidate another student. Examples of conduct that could constitute prohibited behaviors include:

- A. physical violence and/or attacks;
- B. threats, taunts, and intimidation through words and/or gestures;
- C. extortion, damage, or stealing of money and/or possessions;
- D. exclusion from the peer group or spreading rumors;
- E. repetitive and hostile behavior with the intent to harm others through the use of information and communication technologies and other web-based/on-line sites (also known as “cyber-bullying”), such as the following:
 - 1. posting slurs on websites where students congregate or on web logs (personal on-line journals or diaries);
 - 2. sending abusive or threatening instant messages;
 - 3. using camera phones to take embarrassing photographs of students and posting them online/ or otherwise distributing them;
 - 4. using web sites to circulate gossip and rumors to other students; and,
 - 5. excluding others from an on-line group by falsely reporting them for inappropriate language to Internet Service Providers.
- F. violence within a dating relationship.

CODE OF STUDENT CONDUCT (6.18)

The items in this Code are applicable to misconduct by a student that occurs on property owned or controlled by the District and off of property owned or controlled by the District but that is connected to activities or incidents that have occurred on property owned or controlled by the District and misconduct by a student that, regardless of where it occurs, is directed at a District official or employee or the property of such official or employee and all students when properly under the authority of school personnel during a school activity, function, or event whether on property owned, rented, or maintained by the Board of Education or property owned, rented, or maintained by another party. Additionally, the provisions of this Code shall apply to students if the prohibited act(s) takes place while on properties immediately adjacent to school property, within the line of sight of school property, on school transportation, or if the act affects the operation of the schools.

This Code shall also be inclusive for the right to exercise authority and for personal and property protection of administrators, teachers, librarians, or clerks, substitute teachers, teacher aides, monitors, authorized volunteers, tutors, secretaries, cooks, custodians, bus drivers, visitors, or other authorized school personnel.

Violation by a student of any one or more of the following rules of conduct may result in disciplinary action(s), which may include detention, parental contact, referral to legal authorities, emergency removal, disciplinary removal, suspension, expulsion, or permanent exclusion. A student may be suspended pending the outcome of expulsion proceedings.

- A. ASSAULT, ASSAULT AND BATTERY or threat thereof to any school personnel, other student, or visitor.
- B. FALSE ALARMS - including fire and/or bomb threats.
- C. Use, possession, concealment, transmitting, or being under the influence of ALCOHOLIC BEVERAGES, or LOW ALCOHOL BEER, that being a brewed or fermented malt product containing either no alcohol or not more than 0.5% of alcohol by volume.
- D. Use, possession, concealment, buying, selling, transmitting, or being under the influence of any NARCOTIC DRUG OR OTHER CONTROLLED SUBSTANCE, including, but not limited to marijuana, as well as any counterfeit or “look alike” controlled substance or any prescription drug or medication which is not in its original container and prescribed for the student.
- E. DISRUPTION OF SCHOOL by use of violence, force, coercion, threat, harassment, noise, or disorderly conduct. This shall include use of same to incite others toward acts of disruption.
- F. ARSON OR ATTEMPTED ARSON, AND RELATED OFFENSES.

- G. POSSESSION, USE OR THREATENED USE OF FIREWORKS, EXPLOSIVES, OR OTHER SUCH INSTRUMENTS capable of inflicting bodily injury or disrupting the operation of the schools.
- H. POSSESSION, USE, OR THREATENED USE OF WEAPONS, or any object which might be considered a dangerous weapon or instrument of violence, including counterfeit or look-alike weapons.
- I. REPEATED OFFENSES OR FLAGRANT VIOLATIONS of any school rules or accepted standards of school behavior.
- J. VIOLATION OF FEDERAL OR STATE STATUTES on school premises or involving school activities.
- K. VIOLATION OF TERMS OF SUSPENSION EXPULSION, OR OTHER FORMS OF DISCIPLINE.
- L. DAMAGE, DESTRUCTION, DEFACEMENT OR VANDALISM of school property or private property on school premises; (including buses) or at any school.
- M. TOBACCO/NICOTINE. A student shall not possess, use, transmit, or conceal any tobacco product, any alternative nicotine product or device, including electronic, vapor, or other substitute forms of cigarettes, or any tobacco or nicotine cessation product on school premises, during school activities, or events off school grounds.
- N. USE OF PROFANE, INDECENT, OR OBSCENE LANGUAGE written or verbal; directed toward school personnel or students. This shall include use of obscene gestures, pictures, or signs.
- O. INSUBORDINATION AND/OR DISOBEDIENCE in refusing to comply with directions of school personnel.
- P. TRUANCY from school; including study hall, class, or any other assigned activity for class, or any other assigned activity for part or all of a day, without school authorization.
- Q. REPEATED TARDINESS to class or school.
- R. Being under the influence of ALCOHOLIC BEVERAGES OR MIND ALTERING SUBSTANCES while on school property; (including buses) or at any school-sponsored activities.
- S. THEFT OR UNAUTHORIZED POSSESSION of school property or equipment, of personal property of any school personnel, or of another student or visitor, including property at school-sponsored activities.
- T. FIGHTING OR VERBAL OR PHYSICAL CONFRONTATION among two or more students on school property; (including buses) or at any school-sponsored activity. This shall include inciting and/or encouraging others to fight.
- U. The act of EXTORTION from any person on school property; (including buses) or at any school-sponsored activity.
- V. GAMBLING for money or valuables on school property (including buses) or at any school-sponsored activity.
- W. THE ACT OF FALSELY REPORTING INCIDENTS, making accusations, or giving testimony to school personnel.
- X. FALSIFYING in writing the name of another person, times, dates, grades, addresses, or other data on school forms or correspondence directed to the school.
- Y. CHEATING.
- Z. PLAGIARISM.
- AA. TRESPASSING OR LOITERING.
- BB. HAZING AND INTIMIDATION, subjecting other students to pranks or humiliation causing mental or physical harm.
- CC. POSSESSION OF A FIREARM: Firearm has the same meaning as provided pursuant to the "Gun-Free Schools Act of 1994." At the time this policy was adopted, the above-referenced statute defined a firearm as any weapon (including a starter's gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; including the frame or receiver of any such weapon; and any firearm muffler or silencer; or any destructive device. A firearm does not include: an antique firearm; a rifle that the owner intends to use solely for sporting and recreational or cultural purposes; any device that is neither designed or redesigned for use as a weapon; any device, although originally designed as a weapon, redesigned as a signaling, pyrotechnic, line throwing, safety or like device, surplus ordnance, sold, loaned or given by the Secretary of the Army or Class C common fireworks. If the definition of a firearm as provided by the "Gun Free Schools Act of 1994" changes, then the definition set forth in this policy shall automatically change to conform to it.

- DD. POSSESSION OF A KNIFE: Knife, for the purposes of this policy, is defined as a cutting instrument consisting of a sharp blade or edge.
 - EE. Leaving school property or assigned area prior to specified dismissal time without official permission.
 - FF. Open displays of affection between members of the same or opposite sex.
 - GG. Unauthorized throwing of any object including, but not limited to, snowballs.
 - HH. Commission of an immoral act.
 - II. Failure to pay tuition or other approved charges.
 - JJ. Violation of state student mandates, including, but not limited to, required immunization.
 - KK. Loitering, littering, or causing a disturbance on public or private property adjacent to, across from, or in close proximity to a school site, while either coming to and from school or school activities, or during the school day, or during school activities.
 - LL. Violation of school policies pertaining to dress and appearance.
 - MM. Misuse of school property.
 - NN. Violation of school policy prohibiting pocket pagers and other electronic communications devices.
 - OO. The Superintendent may prohibit a student from attending and/or participating in the District's graduation ceremonies as part of a student's suspension, expulsion, or removal from school.
 - PP. Those acts or violations listed in the permanent exclusion portion of the Board policy on student disciplinary procedures.
 - QQ. Violation of policies governing internet usage.
 - RR. Driving in an unsafe manner.
 - SS. Collusion, complicity, or aiding and abetting anyone in the commission of conduct prohibited by Board policy, or state or federal law.
 - TT. Any attempts to engage in conduct prohibited by this policy.
 - UU. Any other form of behavior which is detrimental to a proper school and/or school activity atmosphere as prescribed by the Administration and as outlined in the student/parent handbook for the building in which the student is enrolled.
 - VV. Gang membership and/or gang activity. For purposes of this policy, a gang is an organization, association, or group of three (3) or more people, using a common name or one or more common identifying signs, symbols, or colors, whose members individually or collectively engage in criminal activity.
- LEGAL REFS: O.R.C. §3313.661

DUE PROCESS RIGHTS (SUSPENSION AND EXPULSION) (6.17)

The Board of Education recognizes that students waive certain constitutional rights, regarding their education.

Accordingly, the Board establishes the following procedures:

A. Student subject to suspension:

When a student is being considered for an out-of-school suspension by the Superintendent, principal, or other administrator:

1. The student will be informed in writing of the potential suspension and the reasons for the proposed action.
2. The student will be provided an opportunity for an informal hearing to challenge the reason for the intended suspension and to explain his/her actions.
3. An attempt will be made to notify parents or guardians by telephone if a suspension is issued.
4. Within one (1) school day of the suspension the Superintendent, principal, or other administrator will notify the parents, guardians, or custodians of the student and the Treasurer of the Board. The notice will include the reasons for the suspension and the right of the student, parent, guardian, or custodian to appeal to the Board or its designee; the right to be represented at the appeal; and the right to request the hearing be held in executive session if before the Board. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the suspension to the Board or its designee, such notice of appeal shall be filed, in writing, with the Treasurer of the Board or the Superintendent within two (2) calendar days after the date of the notice to suspend. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.

5. Notice of this suspension will also be sent to the:
 - (a) Superintendent;
 - (b) Board Treasurer;
 - (c) Student's school record (not for inclusion in the permanent record).
6. If a student leaves school property without permission immediately upon violation (or suspected violation) of a provision of the Student Code of Conduct/Student Discipline Code or prior to an administrator conducting an informal hearing as specified above, and the student fails to return to school on the following school day, the principal, assistant principal, Superintendent, or any other administrator, may send the student and his/her parent(s)/guardian(s) notice of the suspension, and offer to provide the student and/or his/her parents an informal hearing upon request to discuss the reasons for the suspension and to allow the student to challenge the reasons and to explain his/her actions, any time prior to the end of the suspension period.

Appeal of Suspension to the Board or its designee

The student who is eighteen (18) or older or the student's parent(s) or guardian(s) may appeal the suspension to the Board or its designee. They may be represented in all such appeal proceedings.

A verbatim record will be kept of the hearing which may be held in executive session at the request of the student, parent, or guardian, if held before the Board.

The procedure to pursue such appeal will be provided in regulations approved by the Superintendent. Notice of appeal must be filed, in writing, with the Treasurer or the Superintendent within two (2) calendar days after the date of the notice to suspend.

Appeal to the Court

Under Ohio law, appeal of the Board's or its designee's decision may be made to the Court of Common Pleas.

B. Students subject to expulsion:

When a student is being considered for expulsion by the Superintendent:

1. The Superintendent will give the student and parent, guardian, or custodian written notice of the intended expulsion, including reasons for the intended expulsion.
2. The student and parent or representative have the opportunity to appear before the Superintendent or designee to challenge the proposed action or to otherwise explain the student's actions. The written notice will state the time and place to appear, which must not be earlier than three (3) school days nor later than five (5) school days after the notice is given, unless the Superintendent grants an extension upon request of the student or parent.
3. Within one (1) school day of the expulsion, the Superintendent will notify the parents, guardians, or custodians of the student and Treasurer of the Board. The notice will include the reasons for the expulsion and the right of the student, parent, guardian, or custodian to appeal to the Board or its designee; the right to be represented at the appeal; and the right to request the hearing be held in executive session if before the Board. The notice shall also specify that if the student, parent, guardian, or custodian intends to appeal the expulsion to the Board or its designee, such notice of appeal shall be filed, in writing, with the Treasurer of the Board or the Superintendent within fourteen (14) calendar days after the date of the notice of expulsion. If the offense is one for which the District may seek permanent exclusion, then the notice will contain that information.

Appeal of Expulsion to the Board

A student who is eighteen (18) or older or a student's parent(s) or guardian(s) may appeal the expulsion by the Superintendent to the Board or its designee. They may be represented in all such appeal proceedings and will be granted a hearing before the Board or its designee.

A verbatim record will be kept of the hearing which may be held in executive session at the request of the student, parent, or guardian.

The procedure to pursue such appeal will be in accordance with regulations approved by the Superintendent. Notice of intent to appeal must be filed, in writing, within fourteen calendar days after the date of the Superintendent's decision to expel with the Treasurer of the Board or the Superintendent.

While a hearing before the Board may occur in executive session, the Board must act in public.

Appeal to the Court

Under State law, the decision of the Board may be further appealed to the Court of Common Pleas.

- C. Students subject to emergency removal: Students whose conduct warrants emergency removal shall be dealt with in accordance with the rights and procedures outlined in Policy– Emergency Removal.
- D. Students subject to permanent exclusion: Students whose conduct is that for which permanent exclusion is warranted shall be dealt with in accordance with the rights and procedures outlined in Policy– Permanent Exclusion of Nondisabled Students.
- E. Students subject to suspension from bus riding/transportation privileges: Students whose conduct warrants suspension from bus riding and/or transportation services shall be dealt with in accordance with the rights and procedures outlined in Policy - Suspension of Bus Riding/Transportation Privileges.

The Superintendent shall ensure that all members of the staff use the above procedures when dealing with students. In addition, this statement of due process rights is to be placed in all student handbooks in a manner that will facilitate understanding by students and their parents.

These procedures shall not apply to in-school disciplinary alternatives including in-school suspensions. An in-school suspension is one served entirely within a school setting. Nor shall these disciplinary alternative procedures apply to students who are prohibited by authorized school personnel from all or part of their participation in co-curricular, interscholastic, and/or non-interscholastic extra- curricular activities.

EXPULSION

The Superintendent of Schools may expel a student for a period of up to eighty (80) school days and in some cases for an entire year (use or possession of weapons at school, on school property or at school activities, inflicting serious physical harm to persons or property at school, on school property or at a school activity.) - Such an expulsion may continue into the following school year. Repeated and/or continued violation(s) of the rules and regulations contained in the Student Code of Conduct may result in expulsion.

HARASSMENT/BULLYING POLICY

Harassment, intimidation, or bullying behavior by any student/school personnel in the Nordonia Hills City School District is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. "Harassment, intimidation, or bullying", in accordance with House Bill 276, means any intentional written, verbal, graphic or physical act including electronically transmitted acts i.e., Internet, cell phone, personal digital assistant (PDA), or wireless hand-held device, either overt or covert, by a student or group of students toward other students/school personnel with the intent to harass, intimidate, injure, threaten, ridicule, or humiliate. Such behaviors are prohibited on or immediately adjacent to school grounds, at any school-sponsored activity, on school provided transportation, or at any official school bus.

"Harassment, Intimidation, or Bullying" means any intentional written, verbal, graphic, electronic, or physical act that a student or group of students exhibited toward another particular student more than once and the behavior both:

- A. causes mental or physical harm to the other student; and
- B. is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student.

"Harassment, Intimidating, or Bullying" also means cyberbullying through electronically transmitted acts i.e., Internet, cell phone, personal digital assistance (PDA), or wireless hand-held device that a student has exhibited toward another particular student more than once and the behavior both:

- A. causes mental or physical harm to the other student; and
- B. is sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or abusive educational environment for the other student.

"Harassment, Intimidating, or Bullying" also includes violence within a dating relationship.

In evaluating whether conduct constitutes harassment, intimidation, or bullying, special attention should be paid to the words chosen or the actions taken, whether such conduct occurred in front of others or was communicated to others, how the perpetrator interacted with the victim, and the motivation, either admitted or appropriately inferred.

A school-sponsored activity shall mean any activity conducted on or off school property (including school buses and other school-related vehicles) that is sponsored, recognized, or authorized by the Board of Education.

"Electronic act" means an act committed through the use of a cellular telephone, computer, pager, personal communication device, or other electronic communication device.

RIGHTS AND RESPONSIBILITIES

Students may be subject to discipline for violation of the Student Code of Conduct/Student Discipline Code even if that conduct occurs on property not owned or controlled by the Board but where such conduct is connected to activities or incidents that have occurred on property owned or controlled by the Board, or conduct that, regardless of where it occurs, is directed at a District official or employee, or the property of such official or employee. Students attend Nordonia Hills City Schools under the direction of state law and with the full benefits of constitutional protection for their rights as citizens. They, therefore, can act, speak or behave as young citizens within a large scope of options. This code, published in conformity with O.R.C. 3313.661, specifies the school expectations. Pupils have a right to reasonable treatment from the school and its employees. The school, in turn, has a right to expect reasonable behavior from students. Freedom carries with it responsibilities for all concerned. Each school principal is authorized to develop those rules and regulations necessary for the operation of each school which are not included in the system-wide rules and regulations. A violation of a school rule or regulation may result in disciplinary action including, but not limited to, verbal warning; conference with student; time out; phone call to parent/guardian; conference with parent/guardian; detention; Corrective Learning Environment (CLE) placement; PALE placement; out-of-school suspension; police referral; and expulsion.

OUT-OF-SCHOOL-SUSPENSION

The building administration has the authority to suspend a student from school for a period of up to ten (10) school days. It is the student's responsibility to make up all assignments during his/her absence.

PERMANENT EXCLUSION OF NONDISABLED STUDENTS

In accordance with the law, the Board of Education may seek to permanently exclude a student, sixteen (16) years of age or older, who has been convicted of or adjudicated delinquent for the reason of the following offenses:

- A. carrying a concealed weapon or conveying or possessing a deadly weapon or dangerous ordinance on property owned or controlled by a board of education or at an activity held under the auspices of this Board
- B. possessing, selling, or offering to sell controlled substances on property owned or controlled by a board of education or at an activity under the auspices of this Board
- C. complicity to commit any of the above offenses, regardless of where the complicity occurred

In accordance with law, any student, sixteen (16) years of age or older, who has been convicted or adjudicated delinquent for committing the following offenses may be subject to permanent exclusion:

- A. rape, gross sexual imposition or felonious sexual penetration
- B. murder, manslaughter, felonious or aggravated assault
- C. complicity to commit offenses described in paragraphs A and B, regardless of where the complicity occurs

The above statement of policy on permanent exclusion is to be posted in a central location in each school as well as made available to students, upon request.

If the Superintendent has adequate evidence that a student, sixteen (16) years old or older at the time of the offense, has been convicted of or is an adjudicated delinquent resulting from any of the above offenses, s/he shall submit a written recommendation to the Board that the student should be permanently excluded from the public schools by the State Superintendent of Public Instruction. The recommendation is to be accompanied by the evidence, other information required by statute, and the name and position of the person who should present the District's case to the State Superintendent. The Board, after considering all the evidence, including the hearing of witnesses, shall take action within fourteen (14) days after receipt of the Superintendent's recommendation.

If the Board adopts the resolution, the Superintendent shall submit it to the State Superintendent, together with the required documents and the name of the person designated by the Board as its representative to present the case to the State Superintendent. A copy of the resolution shall be sent to both the student and his/her parents.

If the Board fails to pass the resolution, it shall so notify the Superintendent, in writing, who, in turn, shall provide written notification of the Board's action to both the student and his/her parents.

If the State Superintendent rejects the Board's request, the District Superintendent shall readmit the student in accordance with statute and District guidelines.

If the State Superintendent acts on the Board's request, his/her actions and those of the District shall be in accord with the procedures described in statute.

SCHOOL HEALTH SERVICES

ANAPHYLAXIS TREATMENT NOTIFICATION TO PARENTS

Dear Parent/Guardian,

On April 21, 2014, Governor Kasich signed new legislation authorizing school districts to obtain epinephrine auto injectors for trained personnel to use to provide emergency medical aid to persons suffering from an anaphylactic reaction at school (ORC 3313.7110 Procurement of epinephrine auto injectors for public schools).

Anaphylaxis is a rapid, severe allergic response triggered by insect stings, foods, medications, latex materials, exercise, or in rare cases by unknown causes. This is a life-threatening allergic condition, requiring immediate treatment. Administering epinephrine to students during a medical emergency may help to insure the student's health and safety at school. Through our partnership with Akron Children's Hospital, School Health Services, Nordonia Hills City School District has adopted a policy for standing medical orders and protocol to provide life-saving epinephrine to students who are in need of such treatment.

This policy states that a licensed Registered Nurse or trained staff may administer epinephrine in the form of an epinephrine auto-injector during a severe, life-threatening allergic reaction. The epinephrine auto-injector rapidly delivers a pre-measured, sterile, single dose of epinephrine by direct injection through the skin. Upon administration, Emergency Medical Services (911) will be called immediately for further assistance and treatment.

Nordonia Hills City School District process for the development of individualized health plans and allergy/anaphylaxis emergency action plans for every student with an identified allergy remains unchanged. Therefore, your school's nursing staff must be notified of all your child's previously known and/or any newly discovered allergens. Each school year, please continue to indicate type of allergen on your child's student registration forms, and plan to meet with the school nursing staff to discuss further. All future notifications regarding this policy will be included in the Nordonia Hills City School District Policy & Procedure Manual and the Student Handbook; both available to view on the Nordonia Hills City School District website at www.nordoniaschools.org

IMMUNIZATION RECORDS (6.28)

Students must be current with all immunizations required by law, including but not limited to poliomyelitis, measles, diphtheria, rubella, pertussis, tetanus, and mumps, or have an authorized exemption from State immunization requirements. Kindergarten students must be immunized against Hepatitis B and chicken-pox. For the safety of all students, the school principal may remove a student from school or establish a deadline for meeting State requirements if a student does not have the necessary immunizations or authorized exemption. In the event of a chicken pox epidemic, the Superintendent may temporarily deny admission to a student otherwise exempted from the chicken pox immunization requirement. Any questions about immunizations or exemptions should be directed to the school district nurse.

SCHOOL BUS REGULATIONS (6.18)

EMERGENCY BUS PASS

ONE-DAY EMERGENCY BUS PASS • Buses will not make any extra/different stops. Requested stop location must be existing and there must be room on the bus. • To ensure safety of the student, bus pass must be signed by both the parent and the building principal/designee and presented to the driver when the student boards the bus. • Permanent transportation changes should be made through the transportation website or by calling 330-468-4710.

SUSPENSION OF BUS RIDING/TRANSPORTATION PRIVILEGES

Students on a bus or other authorized Board of Education transportation vehicles are under the authority of and directly responsible to the bus/vehicle driver. The driver has the authority to enforce the established regulations for bus/vehicle conduct. Disorderly conduct or refusal to submit to the authority of the driver will be sufficient reason for refusing transportation service to any student.

A student may be suspended from school bus/vehicle riding privileges for all or part of a school year for any violation of established regulations for bus conduct and/or for conduct occurring on the bus/vehicle in violation of the Student Code of Conduct/Student Discipline Code.

Before a suspension from bus/vehicle riding privileges is imposed, the Superintendent or other designated District personnel will provide a student with notice of an intended suspension and an opportunity to appear before the Superintendent or other designated District personnel. Disciplinary suspension periods will be commensurate with the infraction(s) committed as determined by the Superintendent or designated District personnel.

Any additional guidelines regarding conduct on school buses/vehicles, as well as general information about the school transportation program, will be made available to all parents and students and posted in a central location.

While on the bus, the student is under the authority of and directly responsible to the bus driver.

State regulations governing students riding school buses will apply.

1. Upon entering the bus, the student shall be seated and shall stay seated until time to leave the bus. Students should conduct themselves on the bus as they would in the classroom. A reasonable amount of conversation is permissible. Students may be assigned seats.
2. Eating is not permitted on the bus.
3. Students causing damage of any type to the bus will be held liable for the cost of repairing the damage to the bus and will be denied the privilege of riding the bus to school until the bill is paid and/or for a designated period of time.
4. All students will load and unload from the buses only at their designated stop.
5. Students are to wait quietly off the road at the bus stop. There is to be no pushing or shoving in bus lines either loading or unloading from the bus.
6. The bus discipline plan shall be posted in each bus. All students shall be made aware of the rules and consequences that apply. If your child is involved in a discipline situation, the following action may be taken:
 - Warning
 - Change of Seat
 - Conference
 - Parent Contact
 - Detention
 - Bus Suspension
 - Suspension from School

TRANSPORTATION 330-468-4710

Students are expected to ride their assigned bus. Bus stops are approved by the Board of Education on an annual basis. The Transportation Supervisor must review subsequent, permanent changes, including day care arrangements. Proof of residency will be required for change of address.

Forms to request these changes are available in the school office and Transportation Department. Please allow one (1) week for processing changes. You will be notified when your request is approved or denied. Please notify the building principal in writing if you need to make other transportation arrangements in an emergency situation.

GUIDELINES FOR A SCHOOL DETENTION:

Students are expected to complete homework assignments while in detention. If a student has missing assignments, it is the expectation of teachers/administration that the work is also completed.

Students are dismissed and parents/guardians may pick up their child at the main office entrance.

GUIDELINES FOR STUDENTS PLACED IN THE CORRECTIVE LEARNING ENVIRONMENT:

This placement is held at Nordonia Middle School.

This assignment is minimally for one full school day (the Middle School time schedule 8:00 am-2:55 p.m.)

Students are expected to work on academics only and bring all necessary materials to complete their studies (paper, pencils, etc.)

Students are not permitted to talk.

No food or beverages are permitted.

If a student is removed for any reason, the student will be sent home and an Out of School Suspension will be assigned the following school day.

GUIDELINES FOR STUDENTS PLACE IN PHOENIX ALTERNATIVE LEARNING ENVIRONMENT (PALE):

This placement is held at Nordonia High School.

Thirteen (13) seats will be available on a daily basis

Duration of placement will range from a minimum of three (3) days to a maximum of ten (10).

Program Length: Monday through Friday, 7:10 a.m. – 2:10 p.m. Operational in accordance with the regular NHCS calendar.

GUIDELINES FOR STUDENTS ASSIGNED TO AN OUT OF SCHOOL SUSPENSION:

It is recommended that any student placed on an Out of School Suspension check Progressbook, Google Classroom, or contact his/her teacher(s) via telephone or email asking what he/she must do to keep up with studies throughout the suspension period. Credit will be given for work missed due to out-of-school suspension. Alternate assignments may be given for any classroom work that cannot be attended such as laboratories or skill sessions. Furthermore, any test, quiz, or project is expected to be taken upon returning to school. Arrangements should be made directly with individual teachers. Please remember that any time a student is suspended from school, he/she cannot participate in any school activities. Additionally, students are not permitted on school grounds, unless accompanied by his/her parent/guardian.



CALENDAR YEARS

2021

January	SMTWTFS 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February	SMTWTFS 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	March	SMTWTFS 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	April	SMTWTFS 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
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2022

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LEE EATON

STUDENT/PARENT HANDBOOK 2020-2021



115 Ledge Road
Northfield, Ohio 44067
Office 330-467-0582
Attendance Line 330-908-6160
Fax 330-468-5218
www.nordoniaschools.org

Our Mission: Inspiring every student to value learning, community & excellence!



Nordonia Hills City School District Parent/Student Lee Eaton Handbook

Handbook can be accessed online at www.nordoniaschools.org under each school's home page.

How to Reach Us...

MAIN OFFICE - 330-467-0582

ATTENDANCE LINE - 330-908-6160

Principal - Mrs. Carol Tonsing, 330.908.6404; carol.tonsing@nordoniaschools.org

Associate Principal – Mr. Bryan Rudowsky, 330-908-6414 | bryan.rudowsky@nordoniaschools.org

Counselors - Mrs. Tonya Huml, 330.908.6452; tonya.huml@nordoniaschools.org

Miss Danielle Ricchino, 330.908.6413; danielle.ricchino@nordoniaschools.org

School Psychologist - Mrs. Kelli Roberson, 330.908.6403; kelli.roberson@nordoniaschools.org

Administrative Assistants – Beth McCabe, 330.908.6410; beth.mccabe@nordoniaschools.org
Valerie Rice, 330.467.0582; valerie.rice@nordoniaschools.org

Superintendent, Civil Rights Compliance Officer - Dr. Joe Clark, 330.467.0580;
joe.clark@nordoniaschools.org

Treasurer - Mrs. Karen Obratil, 330.467.0589; karen.obratil@nordoniaschools.org

Director of Curriculum - Mr. Todd Stuart, 330.467.0585; todd.stuart@nordoniaschools.org

Director of Business - Mr. Matt Gaugler, 330.908.6207; matt.gaugler@nordoniaschools.org

Director of Pupil Services - Carrie Hutchinson, 330.908.6220; carrie.hutchinson@nordoniaschools.org

Community Intervention - Dr. Deb Wallace, 330-908-6020; deb.wallace@nordoniaschools.org

EQUAL EDUCATION OPPORTUNITY (Form 2260F8)

The Board of Education declares it to be the policy of this District to provide an equal opportunity for all students, regardless of race, color, creed, disability, age, religion, gender, ancestry, national origin, place of residence within the boundaries of the District, or social or economic background, to learn through the curriculum offered in this District.

There is no place for racism, harassment, or discrimination in the Nordonia Hills City School District. The Board fully embraces the diversity of its workforce, community, and student body, and is committed to providing an environment which recognizes and respects the equality of all people. The Board is dedicated to meeting the educational, physical, social, and emotional needs of all students, so that they may enter the world as responsible, caring, and contributing members of society. The Board's goal is to enhance learning and remove barriers that inhibit students from reaching their highest potential, including racism. The Board will not tolerate racism, in any form, which occurs within the context of the school environment, or which disrupts the operations of the District.

Each student has a responsibility to maintain an educational environment free from harassment. Harassment or offensive conduct at school or school related functions is prohibited.

Welcome to a new school year! This handbook will provide you with general information about our elementary school policies and procedures. Please call the school if you have questions or concerns about your child's success at school. Our goal is to help all children learn and achieve to the best of their ability.

NORDONIA HILLS CITY SCHOOLS Important Dates

August 26, 2021	First Day of School	February 21, 2022	Presidents' Day - No School
September 6, 2021	Labor Day – No School	March 18, 2022	End of Grading Period 3
September 17, 2021	Inservice - No School	March 25, 2022	Inservice - No School
October 8, 2021	Inservice - No School	March 28-April 1, 2022	Spring Break
October 29, 2021	End of Grading Period 1	April 15, 2022	Good Friday- No School
November 2, 2021	Inservice/Election Day - No School	April 18, 2022	Inservice - No School
November 4, 2021	Parent/Teacher Conferences (5:00-8:00 pm)	May 30, 2022	Memorial Day - No School
November 11, 2021	Parent/Teacher Conferences (5:00-8:00 pm)	June 7, 2022	Last Day for Students - Early Dismissal
Nov 24-29, 2021	Thanksgiving Break	June 8, 2022	Teacher Records Day - No School
November 30, 2021	School Resumes	<i>If there is a 2 Hour Weather Delay, school will begin at 9:25 am and doors will open at 9:05 am. The day will end as usual at 2:10 pm.</i>	
Dec. 18-Jan 2, 2022	Winter Break	<div style="border: 1px solid black; padding: 10px; text-align: center;"> <p>Our Mission: <i>Inspiring every student to value learning, community and EXCELLENCE.</i></p> </div>	
January 3, 2022	School Resumes	<u>Daily School Schedule</u>	
January 15, 2022	Teacher Records Day-No School	Arrival 7:00 – 7:25	
January 17, 2022	Martin Luther King Day-No school	School Begins 7:25	
January 20, 2022	End of Grading Period 2	Dismissal 2:10	
January 21, 2022	Teacher Records Day - No School for students		
February 18, 2022	Inservice - No School		

SCHOOL HOURS

The school day for all students begins promptly at 7:20 AM. Students are not to arrive before 7:00 AM and will not be admitted into the building before that time. Supervision is not available until that time.

Students are tardy if they are not in their classrooms by 7:25 AM. Upon arriving at school tardy students are to be signed in by an accompanying adult or present a signed note stating the date and reason for tardiness. Tardiness is recorded on attendance reports and reported on student report cards. Repeated tardiness will result in school consequences.

Student drop off/pick-up (non-bus riders). Students being picked up and/or dropped off by their parents will use the east parking lot before and after school.

SCHOOL VISITATION (9.02)

Parents and children accompanied by their parents are always welcome to visit during the school day! However, we must follow the adopted Nordonia Hills Board Policy 9.02

For the safety and security of your children, all visitors must use the buzzer at the front door. After being admitted, all visitors **MUST** sign in at the office, provide your driver's license and **wear the visitor badge**. Visitors are requested to park in the parking lot and enter through the Main Entrance.

Due to the limited space in the cafeteria and safety concerns students cannot have visitors eat lunch with them in the cafeteria. However they may sign their child out and eat lunch with them at one of the many local restaurants. Students must be signed out and signed back in within their designated lunch/recess period (approximately a 40 minute time span)

Our teachers welcome parent visitors into the classroom. To eliminate any possible disruption, any parent wishing to visit a school/classroom which his or her child attends may do so only by making prior arrangements with the building principal. All arrangements must be made in advance. It is our hope that you always feel free to contact your child's teacher when you have questions or concerns. Please call the office and leave a message or voice mail for the teacher to return your call at the earliest convenience. Except in extreme emergencies, teachers are not interrupted from the class.

VOLUNTEERS

Parents/Guardians who would like to volunteer at Nordonia Schools must complete the Nordonia Hills City Schools Volunteer Release form. (3120.09)

EMERGENCY AUTHORIZATION FORMS

The school must be able to contact you if there is an emergency involving your child. The emergency authorization form that you complete for each of your children gives us the authority to obtain emergency treatment in case of accident or serious illness. It is the responsibility of a parent/guardian to notify the office if there is any change in the information provided such as a change in address, employment, telephone numbers, emergency contacts or custody changes. All forms must be completed by the start of the school year.

State law requires all students have an emergency medical authorization completed and signed by the parent or guardian on file in the school office. An EMA form must be completed and on file for students to participate in non-academic/off-site school activities.

ONLINE FORMS

The deadline for all online forms to be submitted will be posted and communicated each school year. Students whose forms have not been completed and submitted by the posted deadline will not have access to the computer after that date and may not participate in some activities.

REGISTRATION

Students who are new to the district may be registered at the Board of Education by appointment. The phone number is 330-467-0582. To register a student, the parent or guardian must complete the proper forms and provide the following at the time of registration: Forms are available online.

- § **Birth Certificate**
- § **Immunization Records**
- § **Most Current Custody Papers**
- § **Proof of Residency**
- § **Withdrawal Notice from previous school**

WITHDRAWAL (6.12)

When students are to be withdrawn from the district, the appropriate forms are to be completed by the parent or guardian in the school office. Records will be sent when requested by the student's new school.

MOVING WITHIN THE DISTRICT

When current students move within the district, a new proof of residence must be provided to the Board of Education so that transportation and student records can be changed.

ATTENDANCE

The school day for all students begins promptly at 7:25 AM so please make sure your child is at school by 7:20 AM. Students are not to arrive before 7:00. Students are tardy if they are not in their classrooms by 7:25 AM. Upon arriving at school tardy, students are to be signed in by an accompanying adult or present a signed note stating the date and reason for tardiness. Tardiness is recorded on attendance

reports, reported on the students' report cards, and becomes part of the student's permanent record.

School dismissal begins at 2:10 PM. Parents must follow the school procedures for bringing students to school and picking them up from school.

Regular school attendance is an important factor in student achievement. Unsatisfactory academic achievement is often a result of frequent or prolonged pupil absence or repeated tardiness.

Attendance at school is required by the laws of the State of Ohio under House Bill 410. To support academic success for all students, the Nardon Hills City School District will partner with students and their families to identify and reduce barriers to regular school attendance. Our district will utilize a continuum of strategies to reduce student absence including, but not limited to:

- Notification of student absence to the parent or guardian at 5, 10, and 15 absences;
- Development and implementation of an absence intervention plan, which may include supportive services for students and families;
- Counseling;
- Parent education and parenting programs;
- Mediation;
- Intervention programs available through juvenile authorities; and
- Referral for truancy, if applicable.

The district truancy plan outlined above is in accordance with Ohio House Bill 410, which passed in December 2016 and became effective starting with the 2017-2018 school year.

It is important to note that all time out of school – including time missed for coming in late and early dismissals – is included in student attendance. Parents/guardians can assist by scheduling appointments before or after school, during weekend hours, or on teacher in-service days so that students can avoid reaching the new absence limits. It is important for parents/guardians to report absences to the school office, and more specifically, to the attendance phone line, each day. Submitting doctor's notes and other documentation is also imperative.

Under state law, we are required to send you notification when your child misses, with or without a legitimate excuse:

- 30 or more hours of school (or approximately 5 days)
- 60 or more hours of school (or approximately 10 days)
- 90 or more hours of school (or approximately 15 days)

We will provide your child with attendance intervention

strategies when he/she misses 42 hours (or approximately 7 days) without a legitimate excuse.

An Absence Intervention Team will meet with you and your child when he/she misses, with or without a legitimate excuse 60 or more hours of school (or approximately 10 days)

The following conditions constitute reasons for excused absence from school:

1. Personal illness
 2. Illness in the family
 3. Quarantine of the home
 4. Death of a relative
 5. Observance of religious holidays
 6. Family vacation, even with advanced notification, is required to be reported.
- The school has final discretion if an absence is excused or unexcused.

Students who arrive at school after 8:00 AM and leave before 2:10 PM will be considered as a partial absence. We ask for your cooperation in helping your child establish the habit of good attendance.

Students absent from school may not return to school to participate in after-school or evening activities on the day of their absence.

REPORTING ABSENCES (6.10)

Parents are required to call the school at 330-908-6160 and leave a message on the attendance line prior to 8:00 AM to comply with the provisions of the "Missing Children" Laws. By calling this number EACH day your child is absent, you will improve communication between home and school and will protect your child. Additionally, students shall bring to school a written explanation signed by his/her parent/guardian. After 10 days of absence, school personnel will require additional documentation such as a doctor's note. All absences after 10 will be registered as unexcused unless proper documentation is provided.

LATE ARRIVALS

Students are expected to be in school each day on time. Excused Late Arrivals include: Doctor's appointment, illness. Unexcused Late Arrivals include: missed the bus, overslept or walked to school. Each late arrival after three will result in the following consequences:

- 4 – 7 Tardies; After School Detentions.
- 8 – 11 Tardies; 2 After School Detentions
- 12 or more Tardies; Corrective Learning Environment

Late arrivals do not start over at the beginning of each nine week period. They are continuous throughout the school year. Excessive late arrivals may result in a court referral.

EARLY DISMISSAL (6.11)

In the event that students need to leave school early, please understand that they will only be released to parents, guardians, or other adults who have been authorized to do so by parents or guardians (please bring a photo ID). Prior written or verbal notice is required if children are to be released to someone other than the parent or guardian. Children must be picked up and signed out at the office. Students will be called to the office. Please do not go to the child's classroom.

WHEN SHOULD YOU KEEP YOUR CHILD HOME FROM SCHOOL?

Our goal in giving you these guidelines is to reduce the spread of communicable disease at school and to promote a healthy environment for the students attending school. They were created to help you in your decision-making process as to whether to send your child to school or to keep your child at home. Following is a list of common ailments a child may have. If your child is ill, you may want to discuss these problems with your child's pediatrician to determine if an office visit is needed.

Fever: If your child has a temperature of 100.0 degrees or over without fever reducing medication, they should remain at home. When a fever is accompanied by a sore throat, nausea, or rash, a contagious illness is suspected. Your child should remain at home until fever free for twenty-four hours without medication.

Vomiting & Diarrhea: With a single episode of vomiting or diarrhea your child should remain home. Children with watery diarrhea (loose runny stool or cannot go to the bathroom in time) *should remain home for 24 hours*. If diarrhea or vomiting is more than one occurrence or accompanied by a fever, keep your child home and consult your doctor.

Rashes: Rashes can be caused by many things, a few of which may be contagious. A sudden appearance of a rash over any part of the body with an unknown cause and accompanied by fever or other symptoms should be evaluated by the doctor. However, a rash caused by poison ivy/poison oak is not a reason to miss school. You may always take the student to the school nurse to see if your child may remain in school or needs to be seen by the doctor.

Pink Eye (Conjunctivitis): If your child's eyes are mildly red and watery and no other symptoms are present, this may indicate irritation or allergy. However, if your child's eyes are markedly red (including under the eyelids) and accompanied by thick yellow or green drainage, your child may have pink eye or conjunctivitis. This condition can be caused by a virus, bacteria, or allergies - only a doctor

can determine the cause. Bacterial conjunctivitis can be transmitted if a person rubs his/her infected eye and then touches another person or an object. If the uninfected person comes in contact with the bacteria and touches their eye the risk for contracting conjunctivitis increases. For this reason, your child should remain home until they have been on an antibiotic for a full 24 hours or symptoms are gone. After your child has been on an antibiotic for 24 hours, they may return to school.

Sore Throat with Fever: Sudden onset of a sore throat accompanied by a fever may indicate a need for a doctor visit. If the doctor diagnosis strep throat, your child must remain home for 24 hours after antibiotic treatment has begun.

Again, these guidelines are designed to assist in your decision-making process as to whether or not to send your child to school. Your doctor will assist you to determine if your child needs to be seen at an office visit.

INJURIES SUCH AS BROKEN ARMS, LEGS: If your child suffers from an injury such as a broken arm, leg, etc., please notify the building principal, so that we can discuss any supports which may be needed for your child to be successful in the classroom.

HEAD LICE (9.24)

If a child in the District is found to have lice, the child's parent will be contacted to have the child treated and to pick him/her up immediately. After treatment and upon returning to school, the child will be examined by the school health staff. The District practices a policy of "no live lice".

IMMUNIZATION (6.28)

Students must be current with all immunizations required by law, including but not limited to poliomyelitis, measles, diphtheria, rubella, pertussis, tetanus, and mumps, or have an authorized exemption from State immunization requirements. Kindergarten students must be immunized against Hepatitis B and chickenpox. For the safety of all students, the school principal may remove a student from school or establish a deadline for meeting State requirements if a student does not have the necessary immunizations or authorized exemption. In the event of a chicken pox epidemic, the Superintendent may temporarily deny admission to a student otherwise exempted from the chicken pox immunization requirement.

ADMINISTRATION OF MEDICATION

If medication, including over-the-counter drugs, is to be administered during school hours, it needs to be done in accordance with the Board of Education Policy:

1. Before any prescribed medication (i.e., a drug) or treatment may be administered to any student

during school hours, the Board shall require a written statement from a licensed health professional authorized to prescribe drugs ("prescriber") accompanied by the written authorization of the parent (Form 5330-F1-Table II & III). Before any non-prescribed medication or treatment may be administered, the Board shall require the prior written consent of the parent along with a waiver of liability of the District for the administration of the medication (Form 5330 F1-Table I).

2. Students shall be permitted to carry and use, as necessary, an asthma inhaler, provided the student has prior written permission from his/her parent and physician and has submitted Form 5330 F1.
3. Students shall be permitted to carry and use, as necessary, an epinephrine auto-injector to treat anaphylaxis, provided the student has prior written approval from the prescriber of the medication and his/her parent/guardian (Form 5330 F1).
4. Medication in original container (for prescriptions ask pharmacist for a separate container with a label, they will often divide the prescription for you.) And the label must include:
 - A. Student's Name
 - B. Medication Name
 - C. Dosage of Medication
 - D. Times or Intervals of Administration
5. New forms must be submitted at the beginning of each school year.
6. Students with specific health care needs should deliver written notice about such needs along with physician documentation, to the school office.

MAKEUP WORK

If a student is absent for **two consecutive days**, you should contact the teacher for makeup work. You may also request makeup work when you call in your child's absence. Please request assignments in the morning for pick up at the end of the day. It is the responsibility of the student to complete and return work after being absent. Students will have the same number of days to turn in missed work as days absent.

FAMILY VACATION

The school recognizes that family vacations do not always coincide with the school calendar and, at times, students may be out of classes for this reason. Absences from school due to vacation are excused. It is requested that parents submit written notification to the principal to have their child released from school for family vacations at least five (5) days prior to leaving. Work missed due to absence for vacations will be accumulated over the period by the teacher and given to the child upon return to school. Students will have the same number of days to turn in missed work as days absent.

CHANGE FROM STANDARD ROUTINE SCHOOL CLOSING

Our district promotes student safety first and non-interruption of their education second. Due to inclement weather or in the case of an emergency, the start of school may be canceled or delayed, or students may be dismissed before the end of the school day. Notice will be sent to local radio and TV stations as soon as the decision is made. Also families will receive an outbound call by the Superintendent or his designee regarding pick-up procedures

Please listen to the local radio and TV stations and do not call school to see if there is a change in the school schedule.

1 TV CHANNELS 3, 5, 8, 19, 23, 43

2 RADIO STATIONS WGAR FM 99.5

All children who normally ride the bus will be bussed to their regular destination. No student will leave the school unless school personnel knows who they are going with, and where they are going.

In case of severe weather, PLEASE refrain from driving to school to get your child. In general, if schools are closed, all after school activities, including athletic events and practices, will be canceled.

The district may employ a late start due to adverse weather conditions or other emergencies. This means the school will begin exactly two hours later at 9:25 am. Bus routes would then be on a two-hour delay.

TRANSPORTATION

330-468-4710 - Transportation

Students are expected to ride their assigned bus. Bus stops are approved by the Board of Education on an annual basis. The Transportation Supervisor must review subsequent, permanent changes, including day care arrangements. Proof of residency will be required for change of address. Forms to request these changes are available in the school office and Transportation Department. Please allow one (1) week for processing changes. You will be notified when your request is approved or disapproved. Please notify the principal in writing if you need to make other transportation arrangements in an emergency situation. Emergency bus passes can be found on-line under the Transportation link.

CONFIDENTIALITY

Each student's records will be kept in a confidential file located at the student's school office. The information in a student's record file will be available for review only by the parents or legal guardian of a student, adult student, and those authorized by the Federal and board policy guidelines. Both custodial and non-custodial parents have the right to review their child's official student records and related information. A meeting to review records must be scheduled in advance. State and federal law permits access by school officials who have a legitimate educational purpose. School officials for the purpose of the Board's policy include Board members, those in

administrative or supervisory positions, teachers and those under contract as instructors, substitutes, or those employed by the Board or under contract to the Board to perform certain, special tasks. An individual will have "legitimate educational purpose" if the record is necessary in order for the school official/employee to perform an administrative, supervisory, or instructional task or perform a service or benefit for the student or the student's family.

DIRECTORY INFORMATION (8330 F9)

Each year the District will provide public notices to students and their parents of its intent to make available, upon request, certain information known as "directory information." The Board designates as student "directory information": a student's name, address, telephone number, date and place of birth, major field of study, participation in officially-recognized activities and sports, height and weight (if a member of an athletic team), dates of attendance, date of graduation, awards received, honor rolls, scholarships, telephone numbers only for inclusion in school or PTA directories.

The Board will make the above information available upon a legitimate request unless a parent, guardian, or adult student notifies the School in writing within 10 days from the date of this notification that he/she will not permit distribution of any or all such information. Ohio Revised Code 3319.321 states: No person shall release, or permit access to, the names or other personally identifiable information concerning and students attending a public school to any person or group for use in a profit-making plan or activity. Any parent or student who believes that the School District has failed to comply with the Family Education Rights and Privacy Act, may file a complaint directly with the Family Education Rights and Privacy Act Office, Department of Education, 330 Independence Avenue, S.W., Washington, D.C. 20201.

No person shall release, or permit access to, personally identifiable information other than directory information concerning any student attending a public school, without the written consent of the parent, guardian or custodian of each student who is less than eighteen years of age, or without the written consent of each such student who is eighteen years of age or older.

CHILD CUSTODY

State law requires parents to provide the school with a copy of the most recent custody papers issued by the court. In the case of court appointed custody, the parent in custody as defined in statute ORC 3313.64, shall inform the school of any limitations in the right of the non-custodial parent. If such notification has not been given, the school presumes that the student may be released into the care of the other parent. Both custodial and non-custodial parents have the right to review their child's official student records and related information. A meeting to review records must

be scheduled in advance.

CHILD ABUSE REPORTING (6.35)

School personnel are required by law to report suspected child abuse or neglect to the Summit County Children Services Board and cooperate with law enforcement officials.

INTERNET

Internet access is available in all buildings to all students, staff, and community members. However, per District policy, all users must sign the "Acceptable Use Policy" and adhere to its requirements. These signed policies must be on file in the main office in each building. If a student is found to be in violation of the Acceptable Use Policy, he/she may lose internet/computer privileges.

Nordonia Hills City Schools Student Device Acceptable Use Policy

The Google Chromebook and any accessories that have been issued to students are the property of the Nordonia Hills City School District. The Chromebook is on loan to the student and must be used in accordance with the following policies & procedures as well as those outlined in the Technology Acceptable Use Policy for Students:

- Parent/guardians may be given the child's login name and password so that they can supervise the student's use of the computer.
- Parent/guardians and students should be aware that although internet access will be filtered outside of school, usage should still be closely monitored.
- The District has the right to randomly inspect any Chromebook, application, or peripheral device on any or all Chromebooks on a regular basis. This includes but is not limited to browser history, email, media that has been accessed, downloaded or created, documents, pictures, and all files. The District has the right to review these items for appropriateness and to limit or revoke a student's access to them.
- Each Chromebook is assigned to an individual student. Students should never "swap" or "share" their laptop with another student, friend, or sibling. Chromebooks are district property and should not be used for personal use by anyone.
- Keep your login and password private; use by anyone other than yourself creates a security risk to your files. If you forget your password or wish to change it, please see your teacher.
- Students must have their Chromebooks with them at school. Students should bring the Chromebook to school fully charged.
- Use of the computer for anything other than teacher directed or approved activities prohibited during

instructional time is prohibited. This includes, but is not limited to, internet or computer games and other entertainment activities, email, instant messaging, chat, and use of the internet for anything other than school-related research.

- Pornographic, obscene, or vulgar images, sounds, music, language or materials, including screen savers, backgrounds, and or pictures are prohibited. District policy will be followed.
- Students are not allowed to download or install any software or other materials. District technology staff will perform all approved software installations.
- Computers are not to be used to take pictures or videos without the consent of all persons being photographed. Taking photos or video at school should only be done for instructional purposes as directed by the teacher.
- Students will not use the laptop for illegal purposes. Students will not deliberately use the laptop to personally attack, annoy, harass, or bully others. Any such activities will be reported to the appropriate district personnel, as well as local, state, or federal authorities.
- Appropriate and responsible use is expected of all users. Violation of any policies or procedures outlined in the Technology Acceptable Use Policy or the Laptop Acceptable Use Policy will be subject to the appropriate disciplinary action as outlined in the AUP's.

In this agreement, "You" and "your" means the parent/guardian and student enrolled in Nordon Hills City School District. The "property" is a Chromebook owned by Nordon Hills City School District.

Terms: You will comply at all time with the Nordon Hills City School District's Student Network and Internet Acceptable Use and Safety Agreement, incorporated herein by reference and made a part hereof for all purposes. Any failure to comply may terminate your rights of possession effective immediately and the District may repossess the property.

Title: Legal title to the property is in the District and shall at all times remain in the District. Your right of possession and use is limited to and conditioned upon your full and complete compliance with this Agreement and the Student Network and Internet Acceptable Use and Safety Agreement.

Loss or Damage: If the computer is damaged due to a malicious act or through negligence, the student shall be responsible for the full cost of repair. District will take responsibility for actually making the repairs and replacements. If the computer is destroyed beyond repair due to a malicious act or through

negligence, the student shall be responsible for the full cost of replacement. If the computer is lost or stolen as a result of student negligence the student shall be responsible for the full cost of replacement. Loss or theft of the property must be reported to the District by the next school day after the occurrence. You may lose privileges of taking them off campus.

Repossession: If you do not timely and fully comply with all terms of this Agreement and the Student Network and Internet Acceptable Use and Safety Agreement, including the timely return of the property, the District shall be entitled to declare you in default and repossess the property, or if unable to repossess the property, charge you the replacement cost.

Term of Agreement: Your right to use and possession of the property terminates not later than the last day of the school year unless earlier terminated by the District or upon withdrawal from the District.

Appropriation: Your failure to timely return the property and the continued use of it for non-school purposes without the District's consent may be considered unlawful appropriation of the District's property.

ACADEMIC FEES

Academic fees are subject to change each year. Academic fees are posted on your student account which can be viewed through Progress Book and notifications will be sent.

Academic fees are charged to each student according to the schedule adopted by the Board of Education for certain supplemental materials and workbooks. A detailed list for fees at each grade is available upon request from the school. If you are financially unable to pay fees for this current school year, you must show, in writing, proof of one of the following: qualification for free and reduced lunch, welfare caseload number, AFDC number or income verification which meets government standards. Waiver forms are available in the office. Any accumulated balances will remain open until graduation. Nonpayment can result in your child not being able to participate in the graduation ceremony or receiving their diploma.

Textbooks, Chromebooks, library books, and other materials are issued to students free of charge and must be returned in good condition. Fines are charged for damage considered to be excessive or beyond normal wear. Students are responsible for all Board-owned materials issued to them and will be charged for lost or stolen items at replacement cost.

GRADING AND REPORTING TO PARENTS REPORT CARDS

TEAM STRUCTURE AT LEE EATON: The concept of teamwork plays a vital role in the success of any organization and in the individual life of each student. At Lee Eaton each student is placed on an academic learning team. On an academic team the core teachers' work in conjunction with an Intervention Specialist. Besides the core classes, students have specials classes: Music, Art, Physical Education and Project Lead the Way. This schedule allows units of learning to be taught holistically in these areas. Students attend lunch in the cafeteria each day with their academic team by hallway and then go to recess with the same students as well. We feel this schedule helps our students to have a vital connection with a homeroom class teacher and retain the closeness needed, but also allows for flexibility and movement to promote the independence that students develop during this stage of their life

REPORT CARDS: A vital part of the Lee Eaton educational program is the home/school communication concerning the child's progress in school. Each nine-week reporting period, parents are updated on the progress of students through the use of a report card. The student's marks can be found on Progress Book (See below 7.26). Marks received will indicate your child's academic progress, work habits and social skills.

CONFERENCES: Time is scheduled for parent conferences to provide additional means of communicating student progress. Parents are always welcome to initiate a conference with the teacher or principal by contacting the school office for an appointment.

HOMEWORK AND PROGRESS BOOK (7.26):

Homework can be an important practice for enrichment. Teams and individual teachers will inform students regarding the role homework will play in their classroom and also through ProgressBook, a web based grade book program and student information system that includes student grades, assigned homework, and general student progress. Each new student and parent will be issued a key code. Parents may create their own username and password and include an email address as part of the process. Parents will work through ProgressBook to have information sent directly to their email address.

STUDENT/PARENT HANDBOOK: Another important tool in communication is this Student/Parent Handbook book. Students should list assignments each day. Parents should check these assignments and initial the book each day. This will keep parents informed about work and will reinforce the student's responsibility for writing down and completing assignments on a daily basis. This planner can also be a tool for sending notes to and from school.

PROMOTION/RETENTION/ASSIGNMENT (7.4): At the end of the year, the teacher will carefully evaluate the progress of each individual child. At that time, a determination is made to promote, retain, or assign the student for the coming year. Board Policy 5410: Assigns the principal the final responsibility for determining promotion/retention/placement of each student.

Promotion: For most students, promotion from year to year is the norm. Promotion is based on proficiency of the material set forth in the Graded Courses of Study. No conditional promotions exist.

Assignment: The assigned students are those who do not demonstrate proficiency of subject matter as determined by the Graded Course of Study, are determined to be over age physically and/or emotionally for the current grade level, who are working to their level of potential ability, or may not benefit from another year in the same grade.

Retention: Occurs when a student is not doing the caliber of work that indicates the student should be promoted to the next grade, based on the recommendation of the Student Intervention Team with the concurrence of the building administrator.

Acceleration: Occurs when a student is not only doing the caliber of work necessary to be promoted to the next grade or enroll in the next course in the academic sequence, but also demonstrates the ability to do the caliber of work required of students in that next grade level/subject/course. Provided the student's teacher(s) recommends it and the building administrator and parent(s) concur, the student will be permitted to skip a grade level, take a subject at a higher grade level, or skip a course in the usual and customary academic sequence.

COMMUNICATION DEVICES AND PERSONAL ELECTRONIC EQUIPMENT (8.09)

While Nordonia Schools recognize that rapidly changing technology, and our ability to access it, has become an integral part of our lives, its use during the regular hours of school operation, 7:00am – 2:30pm, via communication devices, videotaping devices, cameras, personal electronic equipment (i.e. laser pointers, pagers, cellular phones, iPods, mp3, radios, CD players, headsets, televisions, electronic games, digital players, etc.) can pose a significant disruption to the educational process. These, and any other personal items that are out, in use, or interfere with classroom instruction, will be confiscated and turned into the main office. In addition, students will not be permitted to use personal technology devices for any reason in unstructured settings such as the cafeteria, recess, restrooms, and in the hallways. A violation of this provision of the handbook will result in the following disciplinary action.

***First-time offenders will have the device confiscated, a phone call will be made home, and the student will receive the device back at the end of the day.

***Second-time offenders will have the device confiscated, will be assigned an after school detention, and the device will need to be picked up by a parent/guardian.

***Any third-time offenders will have the device confiscated, parents/guardians will be required to pick up the device, and further disciplinary action will be taken by the administration.

**Teachers or administrators may grant permission to use these items for special class activities.*

Please be advised that taking pictures, audio or video-recording any student or staff member without permission is prohibited at any time on school property, school transportation, or any school functions.

STUDENT VALUABLES

Students should not bring items of value to school. Items such as jewelry, expensive clothing, electronic equipment, and the like, are tempting targets for theft and extortion. The school is not liable for any loss or damage to personal valuables.

LOST AND FOUND

The lost and found area is in the cafeteria. Unclaimed items will be given to charity at the close of each semester.

CARE OF PROPERTY

Damage to or loss of school equipment and facilities wastes taxpayers' money and undermines the school program. Therefore, if a student damages or losses school property, the student and/or his/her parents will be required to pay for the replacement or repair. If the damage or loss was intentional, the student will be subject to discipline according to the Code of Conduct.

LOCKERS

1. Lockers are school property and, as such, lockers and their contents may be searched at any time.
2. No personal locks are allowed on the lockers.
3. All students will be issued a locker.
4. Locker use is not an excuse for tardiness to class.
5. Do not give others permission to use your locker.
6. Book bags are to be left in lockers.
7. Do not change lockers without permission.
8. Do not share lockers.

Students are to make sure their lockers are secure. If a student's locker does not work properly report it to the principal immediately and ask that it be repaired.

FIRE, TORNADO AND SAFETY DRILLS (6.36)

Student safety is the responsibility of both students and staff. Staff members are familiar with emergency procedures such as evacuation procedures, fire and tornado drills, safety drills in the event of terrorist or other violent attack, and accident reporting procedures. If a student is aware of any dangerous situation or accident, he/she must notify a staff person

immediately.

These drills are held periodically and are conducted for the safety of students. Drills are conducted as directed by the teacher. Students are not permitted to talk during drills. Safety depends on rapid and proper response to directions. False fire alarms are serious and can result in suspension and legal prosecution. In the event of any safety drill, all visitors and volunteers are advised to follow the directions of classroom teachers.

MEAL SERVICE, FREE AND REDUCED PRICED MEALS (6.25)

Nordonia Hills participates in the National School Lunch Program and makes lunches available to students for a fee. Students may also bring their own lunch to school to be eaten in the School's cafeteria. Applications for the School's Free and Reduced-Priced Meal program are distributed to all students through our on-line forms. If a student does not receive an application form and believes s/he is eligible, contact the office at 330-467-0582.

The application can be found on-line at <http://www.nordoniaschools.org/LunchMenu.aspx>

TREATS AT SCHOOL

Due to food allergies amongst students, families **may not** bring in any food products, except for personal lunches. This includes all occasions, birthdays, holidays, etc. Students are not permitted to bring "energy drinks" to school due to the health concerns involved. Students are encouraged to bring water, juice or milk as a lunch beverage.

SCHOOL DRESS CODE (6.23)

Lee Eaton Elementary students are expected to dress in a neat, clean and modest manner that enhances a positive school image. Any apparel that violates health and safety codes is prohibited. Clothing should not be worn with messages or graphics that promote or suggest profanity, gang affiliation, violence, substance abuse, or is considered to be suggestive, lewd or obscene. If a student is unsure about the appropriateness of the outfit, it should not be worn to school. Parental cooperation regarding appropriate dress and grooming is greatly appreciated.

Any apparel that in the opinion of the Administration provides excessive visual exposure of inappropriate aspects of the body (i.e. cleavage, low pants), disrupts the classroom atmosphere, has a distracting influence, violates health and safety codes and/or is inappropriate for school wear is prohibited. Upon entering the building, students are expected to place all head coverings in their lockers. Students are not permitted to wear hats or head coverings of any type during the school day. Shoes or sandals must be worn at all times. Shorts are acceptable provided they are no shorter than mid-thigh in length. Administration reserves the right to determine the

appropriateness of appearance. Students who are in violation of the school dress code may be issued clothes to wear or, given the opportunity, to contact home for appropriate clothing for that day. Habitual violations of the dress code will result in disciplinary action. Parental cooperation regarding appropriate dress and grooming is greatly appreciated.

Lee Eaton students do go outside for recess. It is the students' and parents' responsibility to make sure they are dressed appropriately for the weather.

Book bags, backpacks, large purses and carryalls may not be carried during the regular school day and must be stored in student lockers. District issued Chromebook cases may be carried during the day. Open drink containers or cups may not be carried into the school building.

CODE OF STUDENT CONDUCT

The items in this Code are applicable to misconduct by a student that occurs on property owned or controlled by the District and off of property owned or controlled by the District but that is connected to activities or incidents that have occurred on property owned or controlled by the District and misconduct by a student that, regardless of where it occurs, is directed at a District official or employee or the property of such official or employee and all students when properly under the authority of school personnel during a school activity, function, or event whether on property owned, rented, or maintained by the Board of Education or property owned, rented, or maintained by another party. Additionally, the provisions of this Code shall apply to students if the prohibited act(s) takes place while on properties immediately adjacent to school property, within the line of sight of school property, on school transportation, or if the act affects the operation of the schools.

This Code shall also be inclusive for the right to exercise authority and for personal and property protection of administrators, teachers, librarians, or clerks, substitute teachers, teacher aides, monitors, authorized volunteers, tutors, secretaries, cooks, custodians, bus drivers, visitors, or other authorized school personnel. Violation by a student of any one or more of the following rules of conduct may result in disciplinary action(s), which may include detention, parental contact, and referral to legal authorities, emergency removal, disciplinary removal, suspension, expulsion, or permanent exclusion. A student may be suspended pending the outcome of expulsion proceedings.

A. ASSAULT, ASSAULT AND BATTERY or threat thereof to any school personnel, other student, or visitor.

B. FALSE ALARMS - including fire and/or bomb threats.

C. Use, possession, concealment, transmitting, or being under the influence of ALCOHOLIC BEVERAGES, or LOW ALCOHOL BEER, that being a brewed or fermented malt product containing either no alcohol or not more than 0.5% of alcohol by volume.

D. Use, possession, concealment, buying, selling, transmitting, or being under the influence of any NARCOTIC DRUG OR OTHER CONTROLLED SUBSTANCE, including, but not limited to marijuana, as well as any counterfeit or "look alike" controlled substance or any prescription drug or medication which is not in its original container and prescribed for the student. Nordonia Hills City School District Board of Education 6.18 Policy Manual page 2 Chapter VI Pupil Personnel

E. DISRUPTION OF SCHOOL by use of violence, force, coercion, threat, harassment, noise, or disorderly conduct. This shall include use of same to incite others toward acts of disruption.

F. ARSON OR ATTEMPTED ARSON, AND RELATED OFFENSES.

G. POSSESSION, USE OR THREATENED USE OF FIREWORKS, EXPLOSIVES, OR OTHER SUCH INSTRUMENTS capable of inflicting bodily injury or disrupting the operation of the schools.

H. POSSESSION, USE, OR THREATENED USE OF WEAPONS, or any object which might be considered a dangerous weapon or instrument of violence, including counterfeit or look-alike weapons.

I. REPEATED OFFENSES OR FLAGRANT VIOLATIONS of any school rules or accepted standards of school behavior.

J. VIOLATION OF FEDERAL OR STATE STATUTES on school premises or involving school activities.

K. VIOLATION OF TERMS OF SUSPENSION OR EXPULSION, OR OTHER FORMS OF DISCIPLINE.

L. DAMAGE, DESTRUCTION, DEFAACEMENT OR VANDALISM of school property or private property on school premises; (including buses) or at any school.

M. TOBACCO/NICOTINE. A student shall not possess, use, transmit, or conceal any tobacco product, any alternative nicotine product or device, including electronic, vapor, or other substitute forms of cigarettes, or any tobacco or nicotine cessation product on school premises, during school activities, or events off school grounds.

N. USE OF PROFANE, INDECENT, OR OBSCENE LANGUAGE written or verbal; directed toward school personnel or students. This shall include use of obscene gestures, pictures, or signs.

O. INSUBORDINATION AND/OR DISOBEDIENCE in refusing to comply with directions of school personnel.

P. TRUANCY from school; including study hall, class, or any other assigned activity for class, or any other assigned activity for part or all of a day, without school authorization.

Q. REPEATED TARDINESS to class or school. Nordon Hills City School District Board of Education 6.18 Policy Manual page 3 Chapter VI – Pupil Personnel

R. Being under the influence of ALCOHOLIC BEVERAGES OR MIND ALTERING SUBSTANCES while on school property; (including buses) or at any school-sponsored activities.

S. THEFT OR UNAUTHORIZED POSSESSION of school property or equipment, of personal property of any school personnel, or of another student or visitor, including property at school-sponsored activities.

T. FIGHTING OR VERBAL OR PHYSICAL CONFRONTATION among two or more students on school property; (including buses) or at any school-sponsored activity. This shall include inciting and/or encouraging others to fight.

U. The act of EXTORTION from any person on school property; (including buses) or at any school-sponsored activity.

V. GAMBLING for money or valuables on school property (including buses) or at any school-sponsored activity.

W. THE ACT OF FALSELY REPORTING INCIDENTS, making accusations, or giving testimony to school personnel.

X. FALSIFYING in writing the name of another person, times, dates, grades, addresses, or other data on school forms or correspondence directed to the school.

Y. CHEATING.

Z. PLAGIARISM.

AA. TRESPASSING OR LOITERING.

BB. HAZING AND INTIMIDATION, subjecting other students to pranks or humiliation causing mental or physical harm.

CC. POSSESSION OF A FIREARM: Firearm has the same meaning as provided pursuant to the “Gun-Free Schools Act of 1994.” At the time this policy was adopted, the above referenced statute defined a firearm as any weapon (including a starter’s gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; including the frame or receiver of any such weapon; and any firearm muffler or silencer; or any

destructive device. A firearm does not include: an antique firearm; a rifle that the owner intends to use solely for sporting and recreational or cultural purposes; any device that is neither designed or redesigned for use as a weapon; any device, although originally designed as a weapon, redesigned as a signaling, pyrotechnic, line throwing, safety or like device, surplus ordnance, sold, loaned or given by the Nordon Hills City School District Board of Education 6.18 Policy Manual page 4 Chapter VI – Pupil Personnel Secretary of the Army or Class C common fireworks. If the definition of a firearm as provided by the “Gun Free Schools Act of 1994” changes, then the definition set forth in this policy shall automatically change to conform to it.

DD. POSSESSION OF A KNIFE: Knife, for the purposes of this policy, is defined as a cutting instrument consisting of a sharp blade or edge.

EE. Leaving school property or assigned area prior to specified dismissal time without official permission.

FF. Open displays of affection between members of the same or opposite sex.

GG. Unauthorized throwing of any object including, but not limited to, snowballs.

HH. Commission of an immoral act.

II. Failure to pay tuition or other approved charges.

JJ. Violation of state student mandates, including, but not limited to, required immunization.

KK. Loitering, littering, or causing a disturbance on public or private property adjacent to, across from, or in close proximity to a school site, while either coming to and from school or school activities, or during the school day, or during school activities.

LL. Violation of school policies pertaining to dress and appearance.

MM. Misuse of school property.

NN. Violation of school policy prohibiting pocket pagers and other electronic communications devices.

OO. The Superintendent may prohibit a student from attending and/or participating in the District’s graduation ceremonies as part of a student’s suspension, expulsion, or removal from school.

PP. Those acts or violations listed in the permanent exclusion portion of the Board policy on student disciplinary procedures.

QQ. Violation of policies governing internet usage.

RR. Driving in an unsafe manner. Nordon Hills City

SS. Collusion, complicity, or aiding and abetting anyone in the commission of conduct prohibited by Board policy, or state or federal law.

TT. Any attempts to engage in conduct prohibited by this policy.

UU. Any other form of behavior which is detrimental to a proper school and/or school activity atmosphere as prescribed by the Administration and as outlined in the student/parent handbook for the building in which the student is enrolled.

VV. Gang membership and/or gang activity. For purposes of this policy, a gang is an organization, association, or group of three (3) or more people, using a common name or one or more common identifying signs, symbols, or colors, whose members individually or collectively engage in criminal activity.

CONDUCT ON THE SCHOOL BUS (6.18)

Students are expected to ride their assigned bus. Only in an emergency may a student ride a different bus than their assigned bus with a bus pass issued in the office. A student not qualifying for busing will not be allowed to ride a bus. Bus stops are approved by the Board of Education on an annual basis. The Transportation Supervisor must review permanent changes, including day care arrangements. Proof of residency will be required for change of address. Forms to request these changes are available in the school office and Transportation Department. Please allow one (1) week for processing changes. You will be notified when your request is approved or disapproved.

Violation of the following rules may result in the loss of bus service. The bus driver has full authority to enforce the rules and will make necessary contact with the parents and school principal regarding violations. The Board of Education has authorized the installation of video cameras on school buses and tapes may be used as evidence of misbehavior. Bus citations are issued to students when violations occur. Parents will be notified in writing of any loss of bus privileges because of pupil misconduct and will be expected to provide the transportation of that student to and from school during that period of time.

SCHOOL BUS SAFE-RIDING RULES:

1. Pupils shall arrive at the bus stop 5 minutes before the bus is scheduled to arrive.
2. Pupils must wait in the location clear of traffic and away from the bus stop.
3. Behavior at school bus stops must not threaten life, limb, or property of any individual.
4. Pupils must go directly to an available or

assigned seat.

5. Pupils must remain seated, keeping aisles and exits clear.
6. Pupils must observe classroom conduct and obey the driver promptly and respectfully.
7. Pupils must not use profane language.
8. Pupils must refrain from eating and drinking on the bus except as required for medical reasons.
9. Pupils must not use tobacco on the bus.
10. Pupils must not have alcohol or drugs in their possession on the bus.
11. Pupils must not throw or pass objects that can be held in their laps.
12. Pupils may carry on the bus only objects that can be held in their laps.
13. Pupils must use the bus at locations to which they have been assigned unless parental or administrative authorization to do otherwise.
14. Pupils must not put their head or arms out of the bus windows.

CAFETERIA AND PLAYGROUND

All students must be respectful of Student Supervisors and follow school rules during lunch and recess.

Students may purchase school lunches. Menus can be found on the Nordonia web page. Students are encouraged to bring water, juice or milk as a lunch beverage. All students eat their lunches in the cafeteria and are expected to conduct themselves in a quiet, mannerly fashion. The following rules have been developed so that lunch is a pleasant experience.

CAFETERIA RULES:

Use your Manners, Stay Seated, and Clean Your Area

1. Students will enter the cafeteria in a quiet, orderly manner.
2. Students will use good manners and courteous behavior during lunch.
3. Students may choose their tables each grading period provided they follow the rules.
4. Students may talk quietly to others at their table.
5. Students are to remain seated until dismissed.
6. Prior to dismissal, students are to check and pick up anything dropped on the floor.
7. Students will wash their table before they leave
8. Students are responsible for placing trays, silverware, paper, and garbage in the proper receptacles.

PLAYGROUND RULES:

Play FAST: (Fair, Attentive, Safe, and Together)

1. Stay on designated paved area or playground as directed.
2. Use equipment safely and properly. Leave dirt, stones, sticks, snow, etc. on the ground.

3. Rough play will not be permitted. (No fighting, tackling, or knocking down fellow students.)
4. No throwing of objects not meant to be thrown.
5. Students must have permission to come back into building.
6. When instructed, students are to stay quiet and form a line in order to enter the building.
7. Any activity which an adult on duty determines to be unsafe will be discontinued immediately.
8. Students must follow the directions of the Educational Assistants/ Students Supervisors.
9. Parents/visitors are not permitted on the playground at lunch time recesses.

INDOOR RECESS RULES:

On inclement days, students will be indoors for recess. Quiet games and activities may be brought from home for use during indoor recess. Generally speaking, these rules are in effect:

1. Students must be seated and be participating in a quiet activity in their homerooms.
2. Students are not permitted to use classroom computers during indoor recess unless the classroom teacher is in the room.
3. Schoolwork is to be completed in the confines of the classroom unless the classroom teacher is directly supervising.
4. Objects are not to be thrown in the classroom.
5. Students are to keep all body parts to themselves.
6. Students are to respect the directions of the Educational Assistants, Student Supervisors on duty.
7. Parents/visitors are not permitted in classrooms or hallways during lunch or recess time unless on a volunteer basis and approved by the Principal.

SKATEBOARDS, ROLLERBLADES, etc.

Are not permitted on school property.

BICYCLES

Students and parents use safe judgment when deciding to ride your bicycle to school. Parents are requested to review safety rules regarding bicycles with their children. Students must obey the following rules to retain the privilege of riding their bikes to school:

1. Only one person per bike.
 2. Students must walk their bikes on school property.
 3. Bikes must be properly parked in the bike rack.
 4. Bikes must be locked.
 5. Students are to take the safest and most direct route home.
 6. It is recommended that students wear helmets.
- The school is not responsible for damage to or loss of students' bikes.

STUDENT FUND-RAISING

Students participating in school-sponsored groups and activities may solicit funds from other students, staff members, and members of the community in

accordance with school guidelines. The following general rules apply to all fundraisers:

Students involved in the fundraiser must not interfere with students participating in other activities when soliciting funds.

Students may not participate in a fund-raising activity for a group in which they are not members without the approval of the student's' counselor.

Students may not participate in fundraising activities off school property without proper supervision by approved staff or other adults.

Students may not engage in house-to-house canvassing for any fundraising activity.

Students may not participate in a fund-raising activity conducted by a parent group, booster club, or community organization on school property without the approval of the Principal.

Students may not sell any item or service in school without the prior approval of the Principal. Violation of this policy may lead to disciplinary action.

FIELD TRIPS (7.21)

During the school year, students may have the opportunity to attend various field trips. All school rules apply during these trips. Students must have a signed permission slip to participate. Students may be removed from field trips due to excessive office referrals. Any student who acts inappropriately on a field trip will lose the privilege of attending the next one. No student shall violate the Nordonia Hills Code of Discipline while participating in any school sponsored activity off school grounds. This would include all field trips.

SOCIAL ACTIVITIES (7.17)

School social activities are held for currently enrolled students of Lee Eaton and only those students will be allowed to attend. **Dress Code and Student Behavior Code will be enforced.** Any student violating these codes will be removed and parents notified. The student will not be permitted to attend the next scheduled social activity. Any student wishing to leave early must have written parental permission and parent must pick up at the door. Students will not be admitted to the social activity twenty or more minutes after the scheduled starting time. Parents/guardians are expected to pick up their child promptly at the end of the social activity.

EXTRA-CURRICULAR ACTIVITIES (7.17)

Participation in extra-curricular activities, including interscholastic sports, is a privilege and not a right. Therefore, the Board of Education authorizes the Superintendent, principals, and assistant principals and other authorized personnel employed by the District to supervise or coach a student activity

program, to prohibit a student from participating in any particular or all extra-curricular activities of the District for offenses or violations of the Student Code of Conduct/Student Discipline Code for a period not to exceed the remainder of the school year in which the offense or violation of the Student Code of Conduct/Student Discipline Code took place.

Participants in extra-curricular activities and clubs must follow rules and regulations established for that activity (general school rules/regulations).

BULLYING/INTIMIDATION/HARASSMENT

The Nordonia Hills City Schools prohibits any form of harassment, intimidation, and bullying (see definition below) at school or at any school-sponsored function. Further, it is Board policy that all employees and students have a right to work and study in a safe, civil, respectful, and inclusive learning environment.

“Harassment, intimidation, and bullying” means any intentional written, verbal, or physical act (see definition below), including, but not limited to, one shown to be motivated by any characteristics of race, color, religion, ancestry, national origin, gender, sexual orientation, or mental or physical disability, or other distinguishing characteristics (see definition below), when the intentional written, verbal, or physical act:

1. Physically harms a student or damages the student’s property; or
2. Has the effect of substantially interfering with a student’s education; or
3. Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
4. Has the effect of substantially disrupting the orderly operation of the school.

“Bullying” is intentional, repeated hurtful acts, words, or other behavior committed repeatedly by one or more children against another or others. These negative acts are not provoked by the victim of bullying. Bullies act deliberately, not out of anger, get pleasure from their acts, and use power to intimidate or hurt another student(s).

“Other distinguishing characteristics” can include, but not limited to: physical appearance, clothing or other apparel, socioeconomic status, gender identity, and marital status. Harassment, intimidation, and bullying can take many forms, but not limited to: slurs, rumors, jokes, innuendos, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats, or other written, oral, or physical actions.

“Intentional acts” refers to the individual’s choice to engage in the act, rather than the ultimate impact of the action(s).

“Physical bullying” is harm to someone’s body or property that includes, but not limited to: making

threats or threatening gestures verbally, via e-mail or IM, or notes, stealing, defacing or damaging property, practicing extortion (such as, taking lunch money), assaults, assaults with a weapon, scratching, biting, pushing, or tripping.

“Emotional bullying” is harm to someone’s self-esteem or feeling of safety that includes, but not limited to: insulting remarks or gestures, name-calling, teasing about possessions, clothes, physical appearance, intelligence, athletic ability, sexual orientation, or disability, insulting family member(s), phone or cyber harassment, and defacing or writing graffiti on school work or other personal property,

“Social bullying” is harm to someone’s group acceptance that includes, but not limited to: gossip, starting or spreading rumors, ignoring or excluding someone from a group, public ostracizing or humiliation, and posting slander or derogatory comments about someone.

“Cyber Bullying” is the use of text messaging, email or other digital communication to send threatening or offensive content.

RACIAL/ETHNIC/SEXUAL HARASSMENT

The Board of Education does not condone nor will it tolerate racial/ethnic/sexual harassment of its employees or student. All employees and student will be subject to appropriate corrective and disciplinary action for any act of racial/ethnic/sexual harassment they commit in violation of this policy.

SEARCH AND SEIZURE

Administrators may search a student or his/her property (including vehicles, purses, knapsacks, gym bags, etc.) with or without the student’s consent, whenever they reasonably suspect that a search will lead to the discovery of evidence of a violation law or school rules. The extent of the search will be governed by the seriousness of the alleged infraction and the student’s age. General housekeeping inspection of school property may be conducted with reasonable notice. Student lockers are the property of the District and students have no reasonable expectation of privacy in their contents or in the contents of any other District property including desks or other containers. School authorities may conduct random searches of the lockers and their contents at any time without announcement. Unannounced and random canine searches may also be conducted. Anything that is found in the course of a search may be used as evidence of a violation of school rules or the law, and may be taken, held, or turned over to the police. The school reserves the right not to return items that have been confiscated. Additionally, students have NO reasonable expectation of privacy in their actions in public areas including but not limited to, common areas, hallways, cafeterias, classrooms, and gymnasiums. The District may use video

cameras on all school vehicles transporting students to and from regular and extracurricular activities.

OUT-OF-SCHOOL-SUSPENSION

The building Principal has the authority to suspend a student from school for a period of up to ten (10) school days. Credit will be given for work missed due to out-of-school suspension; students will have the same number of days to turn in missed work as days missed due to the suspension.

EXPULSION

The Superintendent of Schools may expel a student for a period of up to eighty (80) school days and in some cases for an entire year (Use or possession of weapons at school, on school property or at school activities, inflicting serious physical harm to persons or property at school, on school property or at a school activity.) - Such an expulsion may continue into the following school year. Repeated and/or continued violation(s) of the rules and regulations contained in the Student Code of Conduct may result in expulsion. Any combination of incidents of Out of School Suspension and incidents of After School Detentions and Saturday Detention that total six (6) incidents may be considered gross insubordination and may result in a recommendation for expulsion.

Students who are suspended or expelled may not be present on school property, participate or attend any school activities or contests, or be present at activities or on property controlled by the school.

Expulsion may result in the loss of credit for courses being taken at Lee Eaton.

EXCLUSION

Exclusion refers to the permanent removal of a student from school. An excluded student may not attend any school in Ohio. Students may be recommended for exclusion from school for possession/use of deadly weapons or the distribution/sale of illegal drugs.

DUE PROCESS

As long as the in-school discipline is served entirely in the school setting, it will not require any notice or meeting, or be subject to appeal.

Due Process Rights (Suspension and Expulsion)

If a student commits a violation of the student conduct code that may lead to an out of school suspension, he/she will be informed in writing of the reasons for the possible suspension. The student will have an opportunity to challenge the suspension at an informal hearing with the building administrator investigating the incident. If the investigation is going to result in a suspension, the school will attempt to contact the parent/guardian by phone regarding the consequence and a notice of the suspension will be sent within one day of the suspension to the legal

guardian. A parent/guardian does have the right to appeal the suspension to the Superintendent or the Board of Education.

If the consequence for the student code violation is of such nature that the suspension will also include a recommendation to the Superintendent for expulsion (student exclusion from school for more than ten (10) days), the Superintendent will notify the parent/guardian in writing of the intended expulsion. The student, parent, or representative will have the opportunity to appear before the Superintendent or designee to challenge the proposed action or explain the reasons for the student's actions.

INTERROGATION OF STUDENTS

The School is committed to protecting students from harm that may be connected with the school environment and also recognizes its responsibility to cooperate with law enforcement and public child welfare agencies. While the School believes these agencies should conduct their investigations off school property if possible, investigations can take place at school in emergency situations or if the violation being investigated occurred on school property. Before students are questioned as witnesses or suspects in an alleged criminal violation, the building administrator will attempt to contact a parent prior to questioning and shall remain in the room during questioning. If a student is questioned as the subject of alleged child abuse or neglect, the building administrator will attempt to contact a parent prior to questioning, and he/she (or a designated guidance counselor) will remain in the room during questioning. If the agency investigating the alleged child abuse or neglect suspects the parent is the perpetrator, neither parent will be contacted prior to questioning, but the building administrator (or a designated guidance counselor) will remain in the room during questioning. If law enforcement or children's services agency removes a student from school, the building administrator will notify a parent.

STUDENT RIGHTS OF EXPRESSION

The School recognizes the right of students to express themselves. With the right of expression comes the responsibility to do so appropriately. Students may distribute or display, at appropriate times, non-sponsored, noncommercial written material and petitions; buttons, badges, or other insignia, clothing, banners; audio and video materials. All items must meet school guidelines. Material cannot be displayed if it: is obscene to minors, libelous, or pervasively indecent or vulgar; advertises any product or service not permitted to minors by law; intends to be insulting or harassing; intends to incite fighting; or presents a clear and present likelihood that, either because of its content or manner of distribution or display, it will cause or is likely to cause a material and substantial disruption of school or school activities, a violation of school regulations, or the commission of an unlawful act.

TRESPASSING

Although schools are public facilities, the law allows the Board to restrict access to school property. Being present in any Board owned facility or portion of a Board-owned facility when it is closed to the public or when the student does not have the authorization to be there, or unauthorized presence in a Board-owned vehicle; or unauthorized access or activity in a Board-owned computer, into district, school or staff computer files, into a school or district file server, or into the Network. When a student has been removed, suspended, expelled, or permanently excluded from school, the student is prohibited from being present on school property without authorization of the principal.

ADDITIONAL INFORMATION

EQUAL OPPORTUNITY: Nordonias Hills City School District provides equal opportunities for employment, retention and advancement of all personnel. This Board encourages all personnel to assist in the accomplishment of this goal through their personal commitment to the concept of equal opportunity regardless of race, color, national origin, citizenship status, religion, gender, economic status, age, or disability.

FEDERAL PROGRAMS: Nordonias Hills City School District receives federal money to support a portion of our elementary reading intervention program. In accordance with the Elementary and Secondary Education Act (ESEA) of 2001 or the No Child Left Behind Act, the District is required to notify all parents of their right to request information related to the qualifications of their child's teacher(s). This information is available through the District Office and can be requested at any time by interested parents.

FERPA: The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age certain rights with respect to the student's education records. These rights are: to inspect and review the student's education records within 45 days of the day the school receives a request for access; to request the amendment of the student's education records that the parent or eligible student believes are accurate; and to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. The release of a student's educational records is governed by FERPA and Section 3319.321 of the Ohio Revised Code. Both FERPA and Ohio law allow the release of "directory information" without prior consent. A complaint can be filed with the U.S. Department of Education concerning alleged failures by Nordonias Hills City Schools to comply with the requirements of FERPA.

TITLE IX: It is the policy of the Nordonias Hills City School District not to discriminate on the basis of sex, nor to permit ongoing harassment, as required by Title

IX of the 1972 Education Amendments. Inquiries regarding compliance with Title IX may be directed to the Director of Pupil Services, Carrie Hutchinson, 9370 Olde Eight Road, Northfield, OH 44067, 330-467-0580.

AMERICANS WITH DISABILITIES ACT AMENDMENT ACT:

The Nordonias Hills City School District does not discriminate on the basis of disability in admission to, access to or operation of its programs, services or activities; nor does the district discriminate on the basis of disability in its hiring or employment practices. Individuals who need auxiliary aids for effective communication in programs and services of the Nordonias Hills City School District are invited to make their needs and preferences known to the ADA Compliance Coordinator. Questions, concerns, complaints, or requests for additional information regarding ADA may be forwarded to the Nordonias Hills City School District's ADA Compliance Coordinator: Carrie Hutchinson, Director of Pupil Services; 9370 Olde Eight Road, Northfield, OH 44067, 330-467-0580.

CHILD FIND: Child Find is the process of identifying, locating and evaluating children with disabilities who may be in need of special education and related services. If you know any child who may be in need of special services, ages 3-22 years old, please contact: Carrie Hutchinson, Director of Pupil Services; 9370 Olde Eight Road, Northfield, OH 44067, 330-467-0580.

HOMELESS STUDENTS: Homeless students will be provided with a free and appropriate education in the same manner as other students served by the district. Homeless students are eligible to receive transportation services, participate in education programs with students with disabilities or limited English proficiency, participate in gifted and talented programs, and receive meals under school nutrition programs. Homeless students will not be denied enrollment based on lack of proof of residency. For additional information, contact Carrie Hutchinson, Director of Pupil Personnel.

Anaphylaxis Treatment Notification to Parents

Dear Parent/Guardian,

On April 21, 2014, Governor Kasich signed new legislation authorizing school districts to obtain epinephrine auto injectors for trained personnel to use to provide emergency medical aid to persons suffering from an anaphylactic reaction at school (ORC 3313.7110 Procurement of epinephrine auto injectors for public schools).

Anaphylaxis is a rapid, severe allergic response triggered by insect stings, foods, medications, latex materials, exercise, or in rare cases by unknown causes. This is a life-threatening allergic condition,

requiring immediate treatment. Administering epinephrine to students during a medical emergency may help to insure the student's health and safety at school. Through our partnership with Akron Children's Hospital, School Health Services, **Nordonia Hills City School District** has adopted a policy for standing medical orders and protocol to provide life-saving epinephrine to students who are in need of such treatment.

This policy states that a licensed Registered Nurse or trained staff may administer epinephrine in the form of an epinephrine auto-injector during a severe, life-threatening allergic reaction. The epinephrine auto-injector rapidly delivers a pre-measured, sterile, single dose of epinephrine by direct injection through the skin. Upon administration, Emergency Medical Services (911) will be called immediately for further assistance and treatment.

Nordonia Hills City School District's process for the development of individualized health plans and allergy/anaphylaxis emergency action plans for every student with an identified allergy remains unchanged. Therefore, your school's nursing staff must be notified of all your child's previously known and/or any newly discovered allergens. Each school year, please continue to indicate type of allergen on your child's student registration forms, and plan to meet with the school nursing staff to discuss further. All future notifications regarding this policy will be included in the **Nordonia Hills City School District Policy & Procedure Manual** and the Student Handbook; both available to view on the **Nordonia Hills City School District** website at www.nordoniaschools.org

Positive Behavior Intervention System (P.B.I.S.)

PBIS is a process for creating safer and more effective schools. It is a systems approach to enhancing the capacity of schools to educate all children by developing research-based, school-wide, and classroom behavior support systems. The process focuses on improving a school's ability to teach and support positive behavior for all students. PBIS includes school-wide procedures and processes intended for all students and all staff in all settings. It is a team-based process for systemic problem solving, planning, and evaluation. It is an approach to creating a safe and productive learning environment where teachers can teach and all students can learn.

LEE EATON PRIDE

If we follow these simple rules, Lee Eaton Elementary will be a very special place for all of us!

Be Respectful!

Be Responsible!

Be Ready to Learn!

The Lee Eaton Family continually focuses on positive behavior through the PAX Promise:

I am a PAX Leader, as you will see.

So, I better my world, and I better me.

HAZING

Hazing activities are prohibited. No administrator, faculty member, or other employee shall encourage, permit, condone, or tolerate hazing. No student shall plan, encourage, or engage in any hazing.

Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any student, or other, organization that causes, or creates a substantial risk of causing, mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.

All District employees are required to be alert to possible situations, circumstances or events which might include hazing. If an employee discovers that hazing has, will or might occur, the students involved shall be informed that hazing is prohibited and shall be directed not to engage in hazing. All hazing incidents shall be reported immediately to the Superintendent.

This policy shall be distributed to all students and District employees. Failure to follow this policy could result in discipline and subject the violator to civil and criminal penalties.

Username/Password Page

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Parent/Student Lee Eaton Handbook Certification

2020-2021 School Year

**** If you need a paper copy of the Handbook, let your child's teacher know as soon as possible.**

We, _____ and _____
Parent/Guardian Student

have read and discussed the ***Parent/Student Handbook***. We understand the rights and responsibilities pertaining to students and agree and abide by the rules, guidelines, procedures, and policies of the School District.

Parent/Guardian Signature _____

Student Signature _____

Date _____

Please return this sheet to your child's teacher no later than Friday, September 4, 2020.

Thank you



Nordia Hills City School District Parent/Student Elementary Handbook

**Ledgeview Elementary School
Northfield Elementary School
Rushwood Elementary School**

The Parent/Student Elementary Handbook can be accessed online at www.nordoniaschools.org

District Attendance Line 330.908.6160

Ms. Kristen Cottrell, Principal, Ledgeview
330.467.0583
Kristen.Cottrell@nordoniaschools.org

Mr. Marc Kaminicki, Principal, Northfield
330.467.2010
Marc.Kaminicki@nordoniaschools.org

Dr. Jacqueline O'Mara, Principal, Rushwood
330.467.0581
Jacqueline.O'Mara@nordoniaschools.org

Dr. Joe Clark, Superintendent
330.467.0586

Mrs. Karen Obratil, Treasurer/CFO
330.467.0589

Mr. Todd Stuart, Director of Curriculum and Instruction
330.467.0585

Mr. Matt Gaugler, Director of Business
330.908.6207

Mrs. Carrie Hutchinson, Director of Pupil Services
330.908.6220

Welcome to a new school year! This handbook will provide you with general information about our elementary school policies and procedures. Please call the school with questions/concerns about your child's success. Our goal is to help all children learn and achieve to the best of their abilities.

EQUAL EDUCATION OPPORTUNITY (Form 2260F8)

The Board of Education declares it to be the policy of this District to provide an equal opportunity for all students, regardless of race, color, creed, disability, age, religion, gender, ancestry, national origin, place of residence within the boundaries of the District, or social or economic background, to learn through the curriculum offered in this District.

EQUITY STATEMENT (Board Policy 9.13)

There is no place for racism, harassment, or discrimination in the Nordon Hills City School District. The Board fully embraces the diversity of its workforce, community, and student body, and is committed to providing an environment which recognizes and respects the equality of all people. The Board is dedicated to meeting the educational, physical, social, and emotional needs of all students, so that they may enter the world as responsible, caring, and contributing members of society. The Board's goal is to enhance learning and remove barriers that inhibit students from reaching their highest potential, including racism. The Board will not tolerate racism, in any form, which occurs within the context of the school environment, or which disrupts the operations of the District. Each student has a responsibility to maintain an educational environment free from harassment. Harassment or offensive conduct at school or school related functions is prohibited.

IMPORTANT DISTRICT DATES

August 26, 2021	First Day of School	January 21, 2022	Records Day - No School
September 6, 2021	Labor Day - No School	February 18, 2022	Teacher Inservice - No School
September 17, 2021	Teacher Inservice - No School	February 21, 2022	Presidents' Day - No School
October 8, 2021	Teacher Inservice - No School	March 18, 2022	End of Quarter 3
October 29, 2021	End of Quarter 1	March 25, 2022	Teacher Inservice - No School
November 2, 2021	Teacher Inservice - No School	March 28 - April 1	Spring Break
November 4, 2021	Evening Conferences	April 15, 2022	Good Friday - No School
November 11, 2021	Evening Conferences	April 18, 2022	Teacher Inservice - No School
Nov. 24 - 29, 2021	Thanksgiving Break	May 30, 2022	Memorial Day - No School
Dec. 18 - Jan. 2	Winter Break	June 7, 2022	Last Day of School / Early Dismissal / End of Quarter 4
January 3, 2022	School Resumes	June 8, 2022	Teacher Records Day
January 17, 2022	MLK Jr. Day - No School		
January 20, 2022	End of Quarter 2		

<p>Our Mission: <i>Inspiring every student to value learning, community and EXCELLENCE.</i></p>

If there is a two hour weather delay, school will begin at 11:00 am and doors will open at 10:40 am. The day will end as usual at 3:30 pm. There is no recess on a two hour delay. AM kindergarten classes are cancelled.

Daily K-4 Grade School Schedule

Arrival 8:40-8:55
School Begins 9:00
Dismissal 3:30
Kindergarten Part-Time
Mon-Fri AM (9:00-11:45)
Mon-Fri PM (12:45-3:30)

SCHOOL VISITATION

Parents and children accompanied by their parents are always welcome to visit during the school day! However, guests must follow the adopted Nordonias Hills Board Policy which states:

No visitor shall enter a school building and remain on school property without first reporting to the Main Office.

For the safety and security of your children, all visitors must use the buzzer at the front door. After being admitted, all visitors **MUST** sign in at the office and wear a visitor pass. Visitors are requested to park in the parking lot and enter in the front of the building.

You are welcome to have lunch with your child but cannot go outside or to the classroom during recess. You may bring food in for your child only during lunch.

Our teachers welcome parent visitors into the classroom. To eliminate any possible disruption, parents need to contact the school principal/classroom teacher 48 hours prior to the visit to arrange for the best observation/helping time. It is our hope that you always feel free to contact your child's teacher when you have questions or concerns. Please call the office and leave a message or voice mail for the teacher to return your call at the earliest convenience. Except in extreme emergencies, teachers are not interrupted from the class.

VOLUNTEERS

Parents/Guardians who would like to volunteer at Nordonias Schools must complete the Nordonias Hills City Schools Volunteer Release form. (3120.09)

EMERGENCY AUTHORIZATION FORMS

The school must be able to contact you if there is an emergency involving your child. The District's emergency authorization form that you complete for each of your children gives us the authority to obtain emergency treatment in case of an accident or serious illness. Please notify the office if there is any

change in the information provided such as a change in address, employment, telephone numbers, or emergency contacts.

ATTENDANCE

The school day for all students begins promptly at 9:00 AM so please make sure your child is at school by 8:55 AM. Students are not to arrive before 8:40 AM. Supervision prior to that time is available through contracted child care services. **Students are tardy if they are not in their classrooms by 9:00 AM.** Upon arriving at school tardy, students are to be signed in by an accompanying adult or present a signed note stating the date and reason for tardiness. Tardiness is recorded on attendance reports, reported on the students' report cards, and becomes part of the student's permanent record.

School dismissal begins at 3:30 PM. Parents must follow the school procedures for bringing students to school and picking them up from school.

Regular school attendance is an important factor in student achievement. Unsatisfactory progress in academic achievement is often a result of frequent or prolonged pupil absence or repeated tardiness. Attendance at school is required by the laws of the State of Ohio under **House Bill 410**. To support academic success for all students, the Nordonias Hills City School District will partner with students and their families to identify and reduce barriers to regular school attendance. Our district will utilize a continuum of strategies to reduce student absence including, but not limited to:

- Notification of student absence to the parent or guardian at 5, 10, and 15 absences;
- Development and implementation of an absence intervention plan, which may include supportive services for students and families;
- Counseling;
- Parent education and parenting programs;
- Mediation;
- Intervention programs available through juvenile authorities; and
- Referral for truancy, if applicable.

The district truancy plan outlined above is in accordance with Ohio **House Bill 410**, which passed in December 2016 and became effective starting with the 2017-2018 school year.

It is important to note that all time out of school – including time missed for coming in late and early dismissals – is included in student attendance. Parents/guardians can assist by scheduling appointments before or after school, during weekend hours, or on teacher in-service days so that students can avoid reaching the new absence limits. It is important for parents/guardians to report absences to

Our Mission:
Inspiring every student to value learning, community and EXCELLENCE.

the school office, and more specifically, to the attendance phone line, each day. Submitting doctor's notes and other documentation are also imperative.

Under state law, we are required to send you notification when your child misses, with or without a legitimate excuse:

- 30 or more hours of school (or approximately 5 days)
- 60 or more hours of school (or approximately 10 days)
- 90 or more hours of school (approx. 15 days)

We will provide your child with attendance intervention strategies when he/she misses:

- 42 hours (or approximately 7 days) without a legitimate excuse

*An Absence Intervention Team will meet with you and your child when he/she misses, with or without a legitimate excuse:

- 60 or more hours of school (or approximately 10 days)

Students absent from school may not return to school to participate in after-school or evening activities on the day of their absence.

REPORTING ABSENCE - Parents are required to call the school district at 330-908-6160 and leave a message on the answering machine prior to 9:00 AM to comply with the provisions of the "Missing Children" laws. Please call this number each day your child is absent and send a note upon your child's return.

FAMILY VACATION - The school recognizes that family vacations do not always coincide with the school calendar and, at times, students may be out of classes for this reason. ***Absences from school due to vacation count toward the 60 hours threshold as outlined in HB410.** It is requested that parents submit written notification to the principal to have their child released from school for family vacations at least five (5) days prior to leaving. Work missed due to absence for vacations will be accumulated over the period by the teacher and given to the child upon return to school. Students will have the same number of days to turn in missed work as days absent.

WHEN SHOULD YOU KEEP YOUR CHILD HOME FROM SCHOOL?

Our goal in giving you these guidelines is to reduce the spread of communicable disease at school and to promote a healthy environment for the students attending school. They were created to help you in your decision-making process as to whether to send your child to school or to keep your child at home. Following is a list of common ailments a child may have. If your child is ill, you may want to discuss these problems with your child's pediatrician to determine if an office visit is needed.

Fever: If your child has a temperature of 100.0 degrees or over without fever reducing medication, they should remain at home. When a fever is accompanied by a sore throat, nausea, or rash, a contagious illness is suspected. Your child should remain at home until fever free for twenty-four hours without medication.

Vomiting & Diarrhea: With a single episode of vomiting or diarrhea your child should remain home. Children with watery diarrhea (loose runny stool or cannot go to the bathroom in time) should remain home for 24 hours. If diarrhea or vomiting is more than one occurrence or accompanied by a fever, keep your child home and consult your doctor.

Rashes: Rashes can be caused by many things, a few of which may be contagious. A sudden appearance of a rash over any part of the body with an unknown cause and accompanied by fever or other symptoms should be evaluated by the doctor. However, a rash caused by poison ivy/poison oak is not a reason to miss school. Consult with our school nurse to see if your child may remain in school or needs to be seen by the doctor.

Pink Eye (Conjunctivitis): If your child's eyes are mildly red and watery and no other symptoms are present, this may indicate irritation or allergy. However, if your child's eyes are markedly red (including under the eyelids) and accompanied by thick yellow or green drainage, your child may have pink eye or conjunctivitis. This condition can be caused by a virus, bacteria, or allergies - only a doctor can determine the cause. Bacterial conjunctivitis can be transmitted if a person rubs his/her infected eye and then touches another person or an object. If the uninfected person comes in contact with the bacteria and touches their eye the risk for contracting conjunctivitis increases. For this reason, your child should remain home until they have been on an antibiotic for a full 24 hours or symptoms are gone. After your child has been on an antibiotic for 24 hours, he/she may return to school.

Sore Throat with Fever: Sudden onset of a sore throat accompanied by a fever may indicate a need for a doctor visit. If the doctor's diagnosis is strep throat, your child must remain home for 24 hours after antibiotic treatment has begun. Again, these guidelines are designed to assist in your decision-making process as to whether or not to send your child to school. Your doctor will assist you to determine if your child needs to be seen at an office visit.

Injuries such as broken arms, legs, etc.

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If your child suffers from an injury such as a broken arm, leg, etc., please notify the building principal, so that we can discuss any supports which may be needed for your child to be successful in the classroom.

MAKEUP WORK - If a student is absent for two consecutive days, you should contact the teacher for makeup work. You may also request makeup work when you call in your child's absence. Please request assignments in the morning for pick up at the end of the day. It is the responsibility of the student to complete and return work after being absent. Students will have the same number of days to turn in missed work as days absent.

CHANGE FROM STANDARD ROUTINE SCHOOL CLOSING - Our district promotes student safety first, and non-interruption of their education second. Due to inclement weather or in the case of an emergency, the start of school may be canceled or delayed, or students may be dismissed before the end of the school day. Please listen to the local radio and TV stations and do not call school to see if there is a change in the school schedule.

1. **TV CHANNELS** 3, 5, 8, 19, 23, 43
2. **RADIO STATIONS** WGAR FM 99.5

All children who normally ride the bus will be bussed to their regular destination. No student will leave the school unless school personnel know who they are going with, and where they are going.

In case of severe weather, PLEASE refrain from driving to school to get your child. In general, if schools are closed, all after school activities, including athletic events and practices, will be canceled.

The district may employ a late start due to adverse weather conditions or other emergencies. This means the school will begin exactly **two hours later** at 11:00 am. Bus routes would then be on a two-hour delay. There is no recess on a 2 hour delay day and AM kindergarten is cancelled.

TRANSPORTATION **330-468-4710 - Transportation**

Students are expected to ride their assigned bus. Bus stops are approved by the Board of Education on an annual basis. The Transportation Supervisor must review subsequent, permanent changes, including day care arrangements. Proof of residency will be required for change of address. Forms to request these changes are available in the school office and Transportation Department. Please allow one (1) week for processing changes. You will be notified when your request is approved or disapproved. Please notify the principal in writing if you need to make other transportation arrangements in an emergency situation.

CONFIDENTIALITY

5

Each student's records will be kept in a confidential file located at the student's school office. The information in a student's record file will be available for review only by the parents or legal guardian of a student, adult student, and those authorized by the federal and board policy guidelines. Both custodial and non-custodial parents have the right to review their child's official student records and related information. A meeting to review records must be scheduled in advance. State and federal law permits access by school officials who have a legitimate educational purpose. School officials for the purpose of the Board's policy include Board members, those in administrative or supervisory positions, teachers and those under contract as instructors, substitutes, or those employed by the Board or under contract to the Board to perform certain, special tasks. An individual will have "legitimate educational purpose" if the record is necessary in order for the school official/employee to perform an administrative, supervisory, or instructional task or to perform a service or benefit for the student or the student's family.

DIRECTORY INFORMATION (8330 F9)

Each year the District will provide public notices to students and their parents of its intent to make available, upon request, certain information known as "directory information." The Board designates as student "directory information": a student's name, address, telephone number, date and place of birth, major field of study, participation in officially-recognized activities and sports, height and weight (if a member of an athletic team), dates of attendance, date of graduation, awards received, honor rolls, scholarships, telephone numbers only for inclusion in school or PTA directories. The Board will make the above information available upon a legitimate request unless a parent, guardian, or adult student notifies the School in writing within 10 days from the date of this notification that s/he will not permit distribution of any or all such information.

Ohio Revised Code 3319.321 states:

No person shall release, or permit access to, the names or other personally identifiable information concerning and students attending a public school to any person or group for use in a profit-making plan or activity. Any parent or student who believes that the School District has failed to comply with the Family Education Rights and Privacy Act, may file a complaint directly with the Family Education Rights and Privacy Act Office, Department of Education, 330 Independence Avenue, S.W., Washington, D.C. 20201.

No person shall release, or permit access to, personally identifiable information other than directory information concerning any student attending a public school without the written consent of the parent, guardian or custodian of each student who is less than eighteen years of age, or without the written

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consent of each such student who is eighteen years of age or older.

CHILD CUSTODY – State law requires parents to provide the school with a copy of the most recent custody papers issued by the court. In the case of court appointed custody, the parent in custody as defined in statute ORC 3313.64, shall inform the school of any limitations in the right of the non-custodial parent. **If such notification has not been given, the school presumes that the student may be released into the care of the other parent.** Both custodial and non-custodial parents have the right to review their child’s official student records and related information. A meeting to review records must be scheduled in advance.

ADMINISTRATION OF MEDICATION

If medication, including over-the-counter drugs, is to be administered during school hours, it needs to be done in accordance with the Board of Education Policy:

1. Before any prescribed medication (i.e., a drug) or treatment may be administered to any student during school hours, the Board shall require a written statement from a licensed health professional authorized to prescribe drugs (“prescriber”) accompanied by the written authorization of the parent (Form 5330-F1-Table II & III). Before any non-prescribed medication or treatment may be administered, the Board shall require the prior written consent of the parent along with a waiver of liability of the District for the administration of the medication (Form 5330 F1-Table I).
2. Students shall be permitted to carry and use, as necessary, an asthma inhaler, provided the student has prior written permission from his/her parent and physician and has submitted Form 5330 F1.
3. Students shall be permitted to carry and use, as necessary, an epinephrine auto-injector to treat anaphylaxis, provided the student has prior written approval from the prescriber of the medication and his/her parent/guardian (Form 5330 F1).
4. Medication in original containers required (for prescriptions ask pharmacist for a separate container with a label, they will often divide the prescription for you). The label must include:
 - 1 Student’s Name
 - 2 Medication Name
 - 3 Dosage of Medication
5. Times or Intervals of Administration
6. New forms must be submitted at the beginning of each school year.
7. Students with specific health care needs should deliver written notice about such needs along with physician documentation, to the school office.

CHILD ABUSE REPORTING

School personnel are required by law to report suspected child abuse or neglect to the Summit County Children Services Board and cooperate with law enforcement officials.

INTERNET

Internet access is available in all buildings to all students, staff and community members. However, per District policy, all users must sign the “Acceptable Use Policy” and adhere to its requirements. These electronically signed policies are part of the annual EMA process completed each August by parents/guardians.

ACADEMIC FEES (Subject to Change)

Kdg.	-\$51.80
Gr. 1	-\$83.62
Gr. 2	-\$78.93
Gr. 3	-\$50.98
Gr. 3 Gifted ELA	-\$29.87
Gr. 4	-\$41.15
Gr. 4 ELA	-\$24.70
Gr. 4 Math	-\$34.50
Gr. 4 Gifted ELA	-\$30.53

Academic fees are charged to each student according to the schedule adopted by the Board of Education for certain supplemental materials and workbooks. A detailed list for fees at each grade is available upon request from the school. If you are financially unable to pay fees for this current school year, you must show, in writing, proof of one of the following: qualification for free and reduced lunch, welfare caseload number, AFDC number or income verification which meets government standards. Waiver forms are available in the office. Academic fees can be found on the website, typically after June 1st.

Any accumulated balances will remain open until graduation. Nonpayment can result in your child not being able to participate in the graduation ceremony or receiving his/her diploma. Textbooks, library books, and other materials are issued to students free of charge and must be returned in good condition. Fines are charged for damage considered to be excessive or beyond normal wear. Students are responsible for all Board-owned materials issued to them and will be charged for lost or stolen items at replacement cost.

GRADING AND REPORTING TO PARENTS

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REPORT CARDS - A vital part of our educational program is the home/school communication concerning the child's progress in school. Each nine-week reporting period, parents are updated on the progress of students through the use of a report card. Marks received will indicate your child's academic progress, work habits, and social skills. Mid-period reports will be sent home with students who are experiencing difficulties during any of the four marking periods. There will be a form for your signature. Please return the form to confirm you have received the mid-period report.

CONFERENCES Time is scheduled for parent conferences to provide additional means of communicating student progress. Parents are always welcome to initiate a conference with the teacher or principal by contacting the school office for an appointment.

PROMOTION/RETENTION/ASSIGNMENT

At the end of the year, the teacher will carefully evaluate the progress of each individual child. At that time, a determination is made to promote, retain, or assign the student for the coming year. Board Policy 5410: Assigns the principal the final responsibility for determining promotion/retention/placement of each student.

1. **Promotion** - For most students, promotion from year to year is the norm. Promotion is based on proficiency of the material set forth in the Graded Courses of Study. No conditional promotions exist.
2. **Assignment** - The assigned students are those who do not demonstrate proficiency of subject matter as determined by the Graded Course of Study, are determined to be over age physically and/or emotionally for the current grade level, who are working to their level of potential ability, or may not benefit from another year in the same grade.
3. **Retention** - There is no exact criteria that defines retention. The decision to retain is based upon what will be beneficial to the student.

COMMUNICATION DEVICES AND PERSONAL ELECTRONIC EQUIPMENT

Communication Devices and Personal Electronic Equipment: While Nordonias Schools recognize that rapidly changing technology, and our ability to access it, has become an integral part of our lives, its use during the regular hours of school operation via communication devices, videotaping devices, cameras, personal electronic equipment (i.e. laser pointers, pagers, cellular phones, iPods, mp3, radios, CD players, headsets, televisions, electronic games, digital players, etc) can pose a significant disruption to the educational process. Students are not permitted

to have these devices at school. Further, these devices may be confiscated from any student found to be in possession of them.

STUDENT VALUABLES

Students should not bring items of value to school. Items such as jewelry, expensive clothing, electronic equipment, and the like, are tempting targets for theft and extortion. The school is not liable for any loss or damage to personal valuables.

FIRE, TORNADO AND SAFETY DRILLS

Student safety is the responsibility of both students and staff. Staff members are familiar with emergency procedures such as evacuation procedures, fire and tornado drills, safety drills in the event of terrorist or other violent attack, and accident reporting procedures. If a student is aware of any dangerous situation or accident, s/he must notify a staff person immediately.

State law requires all students have an emergency medical authorization form completed/signed by the parent or guardian on file in the school office.

These drills are held periodically and are conducted for the safety of students. Drills are conducted as directed by the teacher. Students are not permitted to talk during drills. Safety depends on rapid and proper response to directions. False fire alarms are serious and can result in suspension and legal prosecution. In the event of any safety drill, all visitors and volunteers are advised to follow the directions of teachers.

FREE AND REDUCED PRICED MEALS

Nordonias Hills participates in the free and reduced priced lunch program. Students who may be eligible may pick up an application in the Main Office or parents may stop by or call the school for an application.

TREATS AT SCHOOL

Due to food allergies amongst students, families **may not** bring in any food products, except for personal lunches and kindergarten snacks. This includes all occasions, birthdays, holidays, etc. Students are not permitted to bring "energy drinks" to school due to the health concerns involved. Students are encouraged to bring water, juice or milk as a lunch beverage.

DRESS CODE

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In general, school dress must be such that it ensures the health, safety, and welfare of the members of the student body, enhances a positive image of our students, and does not disrupt the classroom atmosphere. In keeping with the above statement, students may not wear the following:

- short shorts
- bike shorts or stretch shorts
- half shirts, net shirts or shirts which reveal the midriff
- clothes that reveal underwear
- hats or head coverings (indoors)

Acceptable- barrettes, headbands

Unacceptable- bandannas, sweat bands, hoods

- clothing with obscene, vulgar, violent, or suggestive statements or symbols.
- clothing that promotes or advertises alcohol or drugs.
- face paint
- spiked jewelry
- slippers, shoes with wheels, "slides"

School personnel reserves the right to make the final determination about acceptability of a student's attire.

STUDENT CODE OF CONDUCT

Ohio law requires that each school have a code of conduct that spells out those infractions or violations that are serious enough to warrant the possibility of suspension or expulsion. The Nordon Hills Board of Education has adopted the following code.

Although not all acts of misconduct can be itemized, the following is an enumeration of the main areas of misconduct which will lead to disciplinary actions. *These actions may take the form of loss of student privileges, detention, parent conferences, restitution, emergency removal, suspension, or expulsion.* Any student serving an out of school suspension may not take part in either after school or evening activities during the time of suspension. Students may be able to make up class work missed during their suspension and will have the same number of days to turn in missed work as days missed due to the suspension.

DISRUPTION OF SCHOOL: A student shall not by his/her actions, dress, or appearance disrupt the normal operation of the school. The student shall not engage in any act that may be harmful to the health, welfare, and safety of himself/herself and others.

VANDALISM AND/OR DESTRUCTION OF PROPERTY: At no time shall students cause or attempt to cause damage to school property or to private property on school grounds or during school activities conducted on or off school grounds.

PHYSICAL VIOLENCE: No student shall hit, kick, punch, push, or knee another person. No student shall be involved in a fight.

HORSEPLAY: Horseplay is defined as playfully hitting, touching, bumping, or having purposeful contact with another student. Horseplay also includes playfully taking things from other students (i.e. books, food, etc.). While horseplay is good natured at its root, horseplay often escalates and causes injury, ill feelings or fighting. In an effort to maintain a safe and orderly learning environment, horseplay is strictly forbidden. Students involved in horseplay will be subject to disciplinary action. Students must always remember to respect the space and property of others.

DANGEROUS OBJECTS: No student shall bring, possess, give, throw, or hide any dangerous objects capable of injuring himself/herself or others. Guns, knives, matches, lighters, firecrackers, stones, snowballs, and other similar objects are included.

SMOKING: No student shall possess or use tobacco on school property.

DRUG, ALCOHOL AND TOBACCO: The Board of Education prohibits the use, possession, concealment or distribution of any drug, drug paraphernalia, alcohol or tobacco products on any Nordon Hills City Schools property or district-sponsored event. It further establishes a drug free zone within 1000 feet of any school facility.

PROFANITY: No student shall swear, make racial remarks, use profane or abusive language or gestures.

INSUBORDINATION: No student shall refuse to comply with a reasonable request or follow the directions of teachers, bus drivers, student teachers, substitute teachers, teachers' aides, principal, cafeteria workers, custodians or other authorized personnel during the period of time when the student is properly under the authority of school personnel.

DISRESPECT: No student shall insult or in any other manner abuse verbally or in writing any member of the school staff or student body.

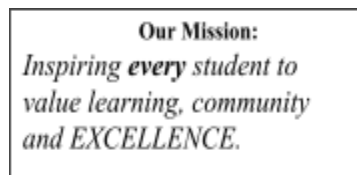
THEFT: No student shall take or acquire the property of others without consent.

DISTRIBUTION & SALE OF UNAUTHORIZED MATERIALS: No student shall distribute or sell unauthorized materials on school property.

FALSE ALARMS: No student shall give a false fire, bomb, or other emergency threat.

REPEATED TRUANCY & TARDINESS: No student shall be truant or repeatedly tardy to school.

EXTORTION: No student shall request money or



other articles of value with the threat of force.

ARSON: No student shall be involved in the setting of a fire while on Board of Education property.

LEAVING SCHOOL PROPERTY: No student shall leave school during the school day for any reason without permission from the school office.

GANGS, and GANG ACTIVITIES: Any student involved in gang membership, gang activities, and/or possessing or displaying gang insignias or paraphernalia will be strictly disciplined. For the purpose of this policy, a gang is an organization, association, or group of (3) or more people, using a common name or one or more common identifying signs, symbols, or colors, whose members individually or collectively engage in criminal activity.

COMPLICITY: No student shall encourage others to violate the Nordon Hills School Code of Discipline.

FIELD TRIPS: No student shall violate the Nordon Hills Code of Conduct while participating in any school sponsored activity off school grounds. This would include all field trips.

CONDUCT ON THE SCHOOL BUS: Violation of the following rules may result in the loss of bus service. The bus driver has full authority to enforce the rules and will make necessary contact with the parents and school principal regarding violations. The Board of Education has authorized the installation of video cameras on school buses and tapes may be used as evidence of misbehavior. Bus citations are issued to students when violations occur. Parents will be notified in writing of any loss of bus privileges because of pupil misconduct and will be expected to provide the transportation of that student to and from school during that period of time.

SCHOOL BUS SAFE-RIDING RULES:

1. Pupils shall arrive at the bus stop 5 minutes before the bus is scheduled to arrive. Pupils must wait in the location clear of traffic and away from the bus stop.
2. Behavior at school bus stops must not threaten life, limb, or property of any individual.
3. Pupils must go directly to an available or assigned seat.
4. Pupils must remain seated, keeping aisles and exits clear.
5. Pupils must observe classroom conduct and obey the driver promptly and respectfully.
6. Pupils must not use profane language.
7. Pupils must refrain from eating and drinking on the bus except as required for medical reasons.
8. Pupils must not use tobacco on the bus.
9. Pupils must not have alcohol or drugs in their possession on the bus.
10. Pupils must not throw or pass objects that can be

held in their laps.

11. Pupils may carry on the bus only objects that can be held in their laps.

12. Pupils must leave or board the bus at locations to which they have been assigned unless they have parental or administrative authorization to do otherwise.

13. Pupils must not put their head or arms out of the bus windows.

CAFETERIA and PLAYGROUND: All students must be respectful of adult supervisors and follow school rules during lunch and recess.

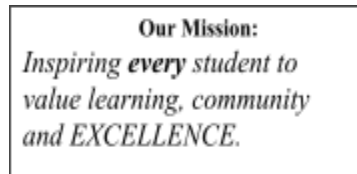
HARASSMENT: No student shall harass, haze, cause harm, or threaten to cause harm to another person. This includes "picking on", humiliating, intimidating, and tormenting others.

RACIAL/ETHNIC HARASSMENT: The Board of Education does not permit nor will it tolerate racial/ethnic harassment of its employees or students. Racial and ethnic harassment includes, but is not limited to any physical, written or verbal intimidation or abuse of a Board employee, student, or parent based on their race or ethnic background. All employees and students will be subject to appropriate corrective and disciplinary action, for any confirmed and proven act of racial/ethnic harassment they may commit in violation of this policy.

SEXUAL HARASSMENT: The Board of Education does not permit nor will it tolerate sexual harassment of its employees, parents or students. Sexual harassment includes, but is not limited to, all unwelcome sexual advances whether verbal, written or physical, which create a hostile, discriminatory or offensive environment. All employees and students will be subject to appropriate corrective and disciplinary action, for any confirmed and proven act of sexual harassment they commit in violation of this policy.

HARASSMENT, INTIMIDATION, BULLYING

Harassment, intimidation, or bullying behavior by any student/school personnel in the Nordon Hills City School District is strictly prohibited, and such conduct may result in disciplinary action, including suspension and/or expulsion from school. "Harassment, intimidation, or bullying," in accordance with House Bill 276, means any intentional written, verbal, graphic or physical act including electronically transmitted acts (i.e., Internet, cell phone, personal digital assistant (PDA), or wireless hand-held device), either overt or covert, by a student or group of students toward other students/school personnel with the intent to harass, intimidate, injure, threaten, ridicule, or humiliate. Such behaviors are prohibited on or immediately adjacent to school grounds, at any school-sponsored activity, on school provided



transportation, or at any official school bus. Further, any intentional written, verbal, or physical act (see definition below), including, but not limited to, one shown to be motivated by any characteristics of race, color, religion, ancestry, national origin, gender, sexual orientation, or mental or physical disability, or other distinguishing characteristics (see definition below), when the intentional written, verbal, or physical act:

- 1 Physically harms a student or damages the student's property; or
- 2 Has the effect of substantially interfering with a student's education; or
- 3 Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- 4 Has the effect of substantially disrupting the orderly operation of the school

may result in disciplinary action by the school.

"Bullying" is intentional, repeated, hurtful acts, words, or other behavior committed repeatedly by one or more children against another or others. These negative acts are not provoked by the victim of bullying. Bullies act deliberately, not out of anger, get pleasure from their acts, and use power to intimidate or hurt another student(s).

"Other distinguishing characteristics" can include, but not limited to: physical appearance, clothing or other apparel, socioeconomic status, gender identity, and marital status. Harassment, intimidation, and bullying can take many forms, but not limited to: slurs, rumors, jokes, innuendos, demeaning comments, drawings, cartoons, pranks, gestures, physical attacks, threats, or other written, oral, or physical actions.

"Intentional acts" refers to the individual's choice to engage in the act, rather than the ultimate impact of the action(s).

"Physical bullying" is harm to someone's body or property that includes, but not limited to: making threats or threatening gestures verbally, via e-mail or IM, or notes, stealing, defacing or damaging property, practicing extortion (such as, taking lunch money), assaults, assaults with a weapon, scratching, biting, pushing, or tripping.

"Emotional bullying" is harm to someone's self-esteem or feeling of safety that includes, but not limited to: insulting remarks or gestures, name-calling, teasing about possessions, clothes, physical appearance, intelligence, athletic ability, sexual orientation, or disability, insulting family member(s), phone or cyber harassment, and defacing or writing graffiti on school work or other personal property,

"Social bullying" is harm to someone's group acceptance that includes, but not limited to: gossip,

starting or spreading rumors, ignoring or excluding someone from a group, public ostracizing or humiliation, and posting slander or derogatory comments about someone.

REPORT and RESPONSE: Any person who believes he or she has been subjected to harassment, intimidation, or bullying is strongly encouraged to report the incident by filing a report of the harassment to the building principal, counselor, teacher, staff member, or supervisor. The complaint will be promptly investigated. All school personnel should be prepared and willing to intervene immediately when they observe harassing, intimidating, and bullying behavior by a student or when a student reports the incident. The "first person on the scene" is the staff member who first intervenes or receives the report of harassment, intimidation, or bullying. The "another staff member" is one who follows through with the report. The "first person on the scene" is to intervene quickly to stop the incident and calmly separate the parties involved.

FIRST PERSON RESPONSES

The Student was Harassed, Intimidated, and Bullied

1. acknowledge the incident
2. gather more information
3. make a plan to ensure student's immediate safety

The Student who Harassed, Intimidated, and Bullied

1. send the student to predetermined location
2. gather more information
3. initiate incident tracking report

OTHER STAFF MEMBER RESPONSES:

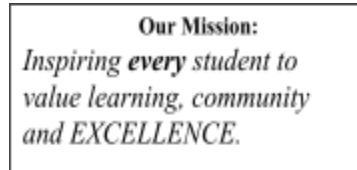
The Student was Harassed, Intimidated, and Bullied

1. Follow-up
2. Contact parents if under 18 years of age
3. Refer to counseling programs for assertiveness training, if appropriate.
4. Respond to the student who observed the incidents and address any bystanders.

The Student who Harassed, Intimidated, and Bullied

1. Apply an intervention strategy (counseling, social skills training, anger management, depending of the degree of seriousness).
2. May contact the police

All employees and students will be subject to appropriate corrective and disciplinary action for any confirmed and proven act of harassment, intimidation, and bullying. The severity and duration of the action will determine the level or response required. The following levels of intervention description are usually applied in sequential order; however, Level 3 may be applied following Level 2 or it may be applied to any incident that is considered serious when it first



becomes known.

Level 1

DESCRIBE the behavior observed in terms that are clear and direct to the student who bullied
RESPOND by pointing out the impact on others and remind the students of behavioral expectations
RESTORATION or “social learning intervention” (see below) or additional intervention may be needed to reinforce the message with the student who was bullied.

Level 2

For a student who has had a Level 1 intervention but the pattern of harassment, intimidation, or bullying has continued
DESCRIBE & RESPOND- steps are repeated and CONFRONT AND PROHIBIT are added
CONFRONT- the student about the behavior
PROHIBIT- the behavior or set limits by telling the student the behavior is not allowed; imposing a school consequence; contacting the student’s parents, outlining the situation, consequences, social learning intervention, and further interventions as appropriate

Level 3

What to do when harassing, intimidating, and bullying behavior is frequent or serious in nature.

REPORT AND REFER

When a student’s behavior is not responding to adult intervention and/or the nature and extent of the behavior is serious enough to cause psychological or physical harm to other students, the staff will continue to describe, respond, confront and prohibit; however, they will also report and refer to resources, such as a social worker, child and youth counselor, Behavior Action Team, or a community agency, counseling, law enforcement, etc.

A “social learning intervention” is a structured activity, guided by an adult, which causes the student to think about his or her behavior and impact on others. Ideally, a social learning intervention requires positive social interaction with others and provides the student who engages in harassment, intimidation, and bullying behaviors to

1. Take action to make reparation for any harm done
2. Reconcile with the student she or he harassed, intimidated, or bullied
3. Learn and practice pro-social behavior and reduce aggression

SEARCH/SEIZURE: Administrators may search a student or his/her property (including purses, knapsacks, gym bags, etc.) with or without the student’s consent, whenever they reasonably suspect that a search will lead to the discovery of evidence of a violation of law or school rules. The extent of the

search will be governed by the seriousness of the alleged infraction and the student’s age. General housekeeping inspection of school property may be conducted with reasonable notice. Student lockers are the property of the District and students have no reasonable expectation of privacy in their contents or in the contents of any other District property including desks or other containers. School authorities may conduct random searches of the lockers and their contents at any time without announcement. Unannounced and random canine searches may also be conducted.

HAZING: Hazing activities are prohibited. No administrator, faculty member, or other employee shall encourage, permit, condone, or tolerate hazing. No student shall plan, encourage, or engage in any hazing. Hazing is defined as doing any act or coercing another, including the victim, to do any act of initiation into any student, or other organization that causes, or creates a substantial risk of causing, mental or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing does not lessen the prohibition contained in this policy.

All District employees are required to be alert to possible situations, circumstances or events which might include hazing. If an employee discovers that hazing has, will or might occur, the students involved shall be informed that hazing is prohibited and shall be directed not to engage in hazing. All hazing incidents shall be reported immediately to the Superintendent.

This policy shall be distributed to all students and District employees. Failure to follow this policy could result in discipline and subject the violator to civil and criminal penalties.

LEGAL REFS: O.R.C. §§2307.44; 2903.31

ADDITIONAL INFORMATION

EQUAL OPPORTUNITY Nordonia Hills City School

Our Mission:
Inspiring every student to value learning, community and EXCELLENCE.

District provides equal opportunities for employment, retention and advancement of all personnel. This Board encourages all personnel to assist in the accomplishment of this goal through their personal commitment to the concept of equal opportunity regardless of race, color, national origin, citizenship status, religion, gender, economic status, age, or disability.

FEDERAL PROGRAMS Nordonia Hills City School District receives federal money to support a portion of our elementary reading intervention program. In accordance with the Elementary and Secondary Education Act (ESEA) of 2001 or the No Child Left Behind Act, the District is required to notify all parents of their right to request information related to the qualifications of their child's teacher(s). This information is available through the District and can be requested at any time by interested parents.

FERPA The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age certain rights with respect to the student's education records. These rights are: to inspect and review the student's education records within 45 days of the day the school receives a request for access; to request the amendment of the student's education records that the parent or eligible student believes are accurate; and to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. The release of a student's educational records is governed by FERPA and Section 3319.321 of the Ohio Revised Code. Both FERPA and Ohio law allow the release of "directory information" without prior consent. A complaint can be filed with the U.S. Department of Education concerning alleged failures by Nordonia Hills City Schools to comply with the requirements of FERPA.

TITLE IX: It is the policy of the Nordonia Hills City School District not to discriminate on the basis of sex, nor to permit ongoing harassment, as required by Title IX of the 1972 Education Amendments. Inquiries regarding compliance with Title IX may be directed to the Director of Pupil Services, Carrie Hutchinson, 9370 Olde Eight Road, Northfield, OH 44067, 330-467-0580.

AMERICANS WITH DISABILITIES ACT AMENDMENT ACT The Nordonia Hills City School District does not discriminate on the basis of disability in admission to, access to or operation of its programs, services or activities; nor does the district discriminate on the basis of disability in its hiring or employment practices. Individuals who need auxiliary aides for effective communication in programs and services of the Nordonia Hills City School District are invited to make their needs and preferences known to

the ADA Compliance Coordinator. Questions, concerns, complaints, or requests for additional information regarding ADA may be forwarded to the Nordonia Hills City School District's ADA Compliance Coordinator: Carrie Hutchinson, Director of Pupil Services; 9370 Olde Eight Road, Northfield, OH 44067, 330-467-0580.

CHILD FIND Child Find is the process of identifying, locating and evaluating children with disabilities who may be in need of special education and related services. If you know any child who may be in need of special services, ages 3-22 years old, please contact: Carrie Hutchinson, Director of Pupil Services; 9370 Olde Eight Road, Northfield, OH 44067, 330-467-0580.

HOMELESS STUDENTS Homeless students will be provided with a free and appropriate education in the same manner as other students served by the district. Homeless students are eligible to receive transportation services, participate in education programs with students with disabilities or limited English proficiency, participate in gifted and talented programs, and receive meals under school nutrition programs. Homeless students will not be denied enrollment based on lack of proof of residency. For additional information, contact Carrie Hutchinson, Director of Pupil Personnel.

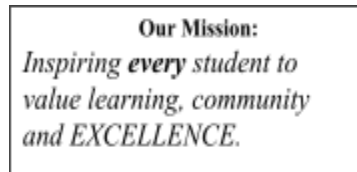
Anaphylaxis Treatment Notification to Parents

Dear Parent/Guardian,

On April 21, 2014, Governor Kasich signed new legislation authorizing school districts to obtain epinephrine autoinjectors for trained personnel to use to provide emergency medical aid to persons suffering from an anaphylactic reaction at school (ORC 3313.7110 Procurement of epinephrine autoinjectors for public schools).

Anaphylaxis is a rapid, severe allergic response triggered by insect stings, foods, medications, latex materials, exercise, or in rare cases by unknown causes. This is a life-threatening allergic condition, requiring immediate treatment. Administering epinephrine to students during a medical emergency may help to insure the student's health and safety at school. Through our partnership with Akron Children's Hospital, School Health Services, Nordonia Hills City School District has adopted a policy for standing medical orders and protocol to provide life-saving epinephrine to students who are in need of such treatment.

This policy states that a licensed Registered Nurse or trained staff may administer epinephrine in the form of an epinephrine auto-injector during a severe, life-threatening allergic reaction. The epinephrine



auto-injector rapidly delivers a pre-measured, sterile, single dose of epinephrine by direct injection through the skin. Upon administration, Emergency Medical Services (911) will be called immediately for further assistance and treatment.

Nordonia Hills City School District's process for the development of individualized health plans and allergy/anaphylaxis emergency action plans for every student with an identified allergy remains unchanged. Therefore, your school's nursing staff must be notified of all your child's previously known and/or any newly discovered allergens. Each school year, please continue to indicate the type of allergen on your child's student registration forms, and plan to meet with the school nursing staff to discuss further. All future notifications regarding this policy will be included in the **Nordonia Hills City School District Policy & Procedure Manual** and the Student Handbook; both available on the Nordonia website.

Nordonia Hills City Schools Student Device Acceptable Use Policy

The Google Chromebook and any accessories that have been issued to students are the property of the Nordonia Hills City School District. The Chromebook is on loan to the student and must be used in accordance with the following policies & procedures as well as those outlined in the Technology Acceptable Use Policy for Students:

- Parent/guardians may be given the child's login name and password so that they can supervise the student's use of the computer.
- Parent/guardians and students should be aware that although internet access will be filtered outside of school, usage should still be closely monitored.
- The District has the right to randomly inspect any Chromebook, application, or peripheral device on any or all Chromebooks on a regular basis. This includes but is not limited to browser history, email, media that has been accessed, downloaded or created, documents, pictures, and all files. The District has the right to review these items for appropriateness and to limit or revoke a student's access to them.
- Each Chromebook is assigned to an individual student. Students should never "swap" or "share" their laptop with another student, friend, or sibling. Chromebooks are district property and should not be used for personal use by anyone.
- Keep your login and password private; use by anyone other than yourself creates a security risk to your files. If you forget your password or wish to change it, please see your teacher.
 - Students must have their Chromebooks with them at school. Students should bring the Chromebook to

school fully charged.

- Use of the computer for anything other than teacher directed or approved activities prohibited during instructional time is prohibited. This includes, but is not limited to, internet or computer games and other entertainment activities, email, instant messaging, chat, and use of the internet for anything other than school-related research.
- Pornographic, obscene, or vulgar images, sounds, music, language or materials, including screen savers, backgrounds, and or pictures are prohibited. District policy will be followed.
- Students are not allowed to download or install any software or other materials. District technology staff will perform all approved software installations.
- Computers are not to be used to take pictures or videos without the consent of all persons being photographed. Taking photos or video at school should only be done for instructional purposes as directed by the teacher.
- Students will not use the laptop for illegal purposes. Students will not deliberately use the laptop to personally attack, annoy, harass, or bully others. Any such activities will be reported to the appropriate district personnel, as well as local, state, or federal authorities.
- Appropriate and responsible use is expected of all users. Violation of any policies or procedures outlined in the Technology Acceptable Use Policy or the Laptop Acceptable Use Policy will be subject to the appropriate disciplinary action as outlined in the AUP's.

Student/Parent Chromebook Loan Agreement

In this agreement, "You" and "your" means the parent/guardian and student enrolled in Nordonia Hills City School District. The "property" is a Chromebook owned by Nordonia Hills City School District.

Terms: You will comply at all time with the Nordonia Hills City School District's Student Network and Internet Acceptable Use and Safety Agreement, incorporated herein by reference and made a part hereof for all purposes. Any failure to comply may terminate your rights of possession effective immediately and the District may repossess the property.

Title: Legal title to the property is in the District and shall at all times remain in the District. Your right of possession and use is limited to and conditioned upon your full and complete compliance with this

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*Inspiring every student to
value learning, community
and EXCELLENCE.*

Agreement and the Student Network and Internet Acceptable Use and Safety Agreement.

Loss or Damage: If the computer is damaged due to a malicious act or through negligence, the student shall be responsible for the full cost of repair. District will take responsibility for actually making the repairs and replacements. If the computer is destroyed beyond repair due to a malicious act or through negligence, the student shall be responsible for the full cost of replacement. If the computer is lost or stolen as a result of student negligence the student shall be responsible for the full cost of replacement. Loss or theft of the property must be reported to the District by the next school day after the occurrence. You may lose privileges of taking them off campus.

Repossession: If you do not timely and fully comply with all terms of this Agreement and the Student Network and Internet Acceptable Use and Safety Agreement, including the timely return of the property, the District shall be entitled to declare you in default and repossess the property, or if unable to repossess the property, charge you the replacement cost.

Term of Agreement: Your right to use and possession of the property terminates not later than the last day of the school year unless earlier terminated by the District or upon withdrawal from the District.

Appropriation: Your failure to timely return the property and the continued use of it for non-school purposes without the District's consent may be considered unlawful appropriation of the District's property.

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value learning, community
and EXCELLENCE.*

Adeyemi, Sanshakir
Adkins, Danette
Allie, Alissa
Angus, Tyler
Antal, Parker
Arbutina, Isabella
Armstrong, Giaunni
Artl, Christian
Ayers, Thomas
Azeroual, Mouad
Banks, Jonathan
Banks, Joy
Barth, Owen
Bartholomew, Zachary
Beattie, Lindsey
Becker, Paige
Bell, Jamahd
Bell, Mikayla
Bell, Victoria-Ann
Bellantoni, Gianna
Berdin, Sabian
Berger, Matthew
Berghauser, Noah
Berry, Jazmine
Blazek, Taylor
Blepp, Samuel
Bocskey, Kaitlynn
Bocskey, Vincent
Bon, Evan
Boroski, Kevin
Borsch, MacKenzie
Bowen, John
Bowles, Justin
Buddenhagen, Bradley
Buddenhagen, Quinn
Burnett, London
Burns, Alexandra
Callahan, Katlyn
Cardinal, Emily
Carozza, Matthew
Carrell, Carson
Carrell, Kenton
Carroll, Zekhi
Carson, Madison
Chase, Emma
Chesnik, Chloe
Chiabai, Dante
Chilton, Aidan
Clark, Madison
Cluse, Madison
Coburn, Elijah
Coleman, Jaden
Collica, Carina
Coon, Bailey
Cox, Branden
Craft, Ryan
Cribbs, Luke
Cruz, Ariel
Czerwony, Grace
Damore, Terron
Dasher, Jessica
Davis, Alayah
Davis, Ian
Davitt, Ryan
DeCecio, Nicholas
Dolly, Annalise
Donaldson, Brooke
Donovan, Kathryn
Dulaney, Julia
Dunlavey, William
Ehrman, Mark
Faciana, Connor
Fair, Kira
Fawaz, Serene
Ferris, Rebecca
Filisky, James
Fiorucci, Madeline
Fleming, Stephen
Flynn, Dylan
Ford, Madeline
Forte-Bell, Sean
Fortner, Davion
Frye, Zachary
Fulton, Inesh
Gabel, Cole

Gabor, Vincent
Garvey, Sean
Gerlak, Brandon
Geshke, Julia
Ghotra, Robin
Gibson, DeMar
Godspower-Odiong, Divine
Gomula, Alyssa
Gopalakrishna, Caden
Goughnour, Kaitlyn
Grams, Jacob
Granke, Mason
Gray, Tyler
Greenwood, Andrew
Griffin-Lonardo, Jade
Groewa, Jake
Guc, Lexi
Guzik, Autumn
Hamad, Nicolas
Hamilton, Lily
Hanus, Gianina
Harlow, Taylor
Harp, Haley
Harper, Justin
Harris, Aaron
Harris, Jackson
Harris, Katelyn
Hart, Mar'quez
Hazelton, Sydney
Heddlesten, Sean
Heiser, Greta
Hendrock, Travis
Hensley, Natalie
Hermensky, Morgan
Hill, Rashad
Hives, Arianna
Hoang, Hieu
Holt, Julia
Hope, Jaden
Horning, Kaman
Hover, Louis
Howard, David
Howell, Taylor
Hudson, Skylar
Hungerford, Alexander
Idriss, Alexa
Iglesias, Izec
Jackson, DaShyra
Jaroscak, Kylie
Jarosz, Riley
Jeffery, Jaicee'
Johal, Mandeep
Johnson, Chlo'e
Johnson, Jemar
Johnson, Makayla
Johnson, Marvahun
Johnson, Noah
Jones, George
Jones, Joel
Joyce-Ward, Isabella
Kainec, Savannah
Kaminicki, Bradley
Kearney, Michael
Kellhofer, Maggi
Kellhofer, Maria
Kerosky, Matthew
Keys, James Thomas
Kish, Ava
Knisely, Samantha
Knotts, Devon
Kocab, Steven
Kodek, Jason
Kodek, Justin
Kolesar, Karlie
Koperna, Grace
Kotlarek, Morgan
Kowatch, Cole
Kozik, John
Kremyar, Claire
Kroft, Gaige
Lahrmer, Nathan
Lambert, Kora
Lanese, Domanic
Laskowski, Hailey
Laurenzi, Jay

Lee, Anthony
Levak, William
Levay, Dylan
Lewis, Amber
Liederbach, Zack
Lippincott, Thomas
Llosa, Chelsea Mary
Lloyd, Nicholas
Lohm, Sarah
Long, Serena
Lopes, Davi
Louthan, Jayce
Loya, George
Lundblad, Isak
Ly, Katelynn
Mackniak, Jacob
Madden, Melissa
Majoros, Hallie
Makinen, Lauren
Malensek, Nathan
Malloy, Brendan
Martinez, Zain
Mason, Aleana
Matousek, Madelyn
Matteo, Vincent
McCoy, Lily
McDonald, Haleigh
McHugh, Alyssa
McIntyre, Sydney
McKinley, Lydia
McLeod, Eric (Ricky)
Meadows, Kaley
Mei, Daniel
Menefield, Dante
Mercer, Cade
Merriman, Kristopher
Merritt, Faith
Mika, Madison
Minix, Hannah
Monaco, Matthew
Monroe, Aaron
Monroe, Riley
Morgenstern, Brianna
Multani, Lauleen
Nemec, Joshua
Nemeth, Nicholas
Neville, James
Olszko, Taylor
Orzechowski, Caroline
Orzel, Douglas (Doug)
Pagan, Allyson
Palmer, Great (Chimaobi)
Pappadakis, Joshua
Parrino, Robert
Patel, Khushi
Patel, Om
Patel, Shubh
Perrine, Salvatore
Perry-Hanley, Toussaint
Peters, Adrian
Peters, Hailey
Petro, Chloe
Picone, Maria
Picone, Nathan
Picoult, Lorna
Porozynski, Kirsten
Pugh, Camron
Putz, Gwendolyn
Raia, Timothy
Reese, Rien
Reeves, Tristian
Renier, Grace
Resch, Daniel (DJ)
Reynolds, Jordan
Rice, Elizabeth
Ridgley, Mason
Roark, Elizabeth
Robbins, Meghan
Robinson, Shane
Rock, Anthony
Rock, Celina
Roctz, Daniel
Roganish, Diesel
Sandhu, Gurmanpal (Gurman)
Sandoval, Sydelle

Sarkissian, Emma
Schleman, Brennan
Scott, Ryan
Sebastian, Brian
Sethna, Darayus
Sevel, Maggi
Shaffer, Robert
Shah, Neil
Shay, Andrew
Siewert, Allyson
Simonitis, Matthew
Singh, Manroopjit
Smith, Alex
Sommer-Yurmanovich, Kendal
Spagnoli, Eva Marie
Spangler, Richard
Sparks, Faith
Spencer, Shane
Spsychola, Madison
Starcher, Marina
Stautihar, Trevor
Stephens, Audra
Stevens, Justin
Stewart, Jayla
Stockle, MiaBella
Strekowski, Dominik
Stroh, Mackenzie
Strong, Lauryn
Strong, Zachary
Stutler, Anthony
Sutton, Garry
Swan, Kaden
Swaton, Joan
Szachury, Tyler
Talboo, Colin
Tate, Sade
Thaxton, Michael
Thomas, Janell
Thomas, Taniah
Thome, Keaghan
Tindall, Olivia
Tomak, Jennifer
Tomkovicz, Jake
Tonon, Austin
Travers, Alayna
Tufts, Matthew
Turner, Corrin
Tyukodi, Luke
Umar, Ridwan
Vadnal, Madison
Vu, Emily
Wahl, Joseph
Waight, Elizabeth
Wallace, Damon
Walsh, Julia
Ward, Logan
Watkins, Coleton
Weber, Grace
Westbrooks, Autumn
Westbrooks, Michael
White, Evan
Wiehe, Samantha
Will, Spencer
Wimbush, Jahdon
Winstead, Kayla
Wise, Thomas
Wojcik, Desmon
Wolf, Matthew
Wolf, Robert
Wright, Robert
Wujnovich, Joshua
Wurts, Natalie
Yuzwa, Adam
Zagata, Madison
Zarwasch-Weiss, Ramona
Zee, Krista

Footprints Center for Autism

Program Plan and Contract

This contract is between Nordonia Hill City School District and Footprints Center for Autism and is effective as of _____. Both parties agree to the following terms:

PROGRAM PLAN- HOURS

The 2020-2021 FCA school year will be 13 weeks long and will begin on Monday, March 29th and will run through Friday, June 11th, 2021. Parents will receive a calendar of holidays and in-service days as a part of their welcome packet.

The hours of [REDACTED] individualized 2020-2021 School Year 13 week programming will be as follows:

Monday	8:15am-2:30pm
Tuesday	8:15am-2:30pm
Wednesday	8:15am-2:30pm
Thursday	8:15am-2:30pm
Friday	8:15am-2:30pm

PROGRAM PLAN- SERVICES

The program plan is as follows. This plan was developed to meet (or exceed) IEP requirements, and to provide services needed based on the input of the professional team at Footprints, [REDACTED] parent(s), [REDACTED] and any other professional part of [REDACTED]'s educational or therapy team. The agreed-upon plan is as follows:

Program Plan for [REDACTED]	
Service	Hours Per Week
Occupational Therapy	1 hour
Speech Therapy	1 hour
Special Education	20 hours
Aide Services	31.25 hours
Weekly Total Hours	31.25 hours

Footprints Center for Autism

PROGRAM PLAN- TUITION

The tuition package, in correspondence with the services listed above, is based upon the following service fee schedule:

Services and Associated Fees		
Service Category	Our Price	Service
Therapies	\$100.00/hr	Occupational Therapy Treatment Session
		Speech Therapy Treatment Session
Aide	\$15.00/hr	Aide
Education and Family Training	\$30.00/hr	Special Education
	\$20.00/hr	Family Training

The program plan tuition for the 2021 school year, based on the fee schedule and services outlined above, is as follows:

Program Plan Tuition 2021 School Year				
Service	Cost Per Hour	Hours Per Week	Weekly Total	Yearly Tuition Total (based on a 13-week program)
Occupational Therapy	\$100.00	1 hour	\$100.00	\$1,300.00
Speech Therapy	\$100.00	1 hour	\$100.00	\$1,300.00
Special Education	\$30.00	20 hours	\$600.00	\$7,800.00
Aide Services	\$15.00	31.25 hours	\$468.75	\$6,093.75
School Year Total		\$16,493.75		

Footprints Center for Autism

PROGRAM PLAN- TUITION PAYMENT

Tuition shall be paid on a monthly basis. Each monthly payment will be based on services rendered in the month prior. For example, services rendered in September will be paid in October. Invoices for services will be generated on the first of the month, and tuition is due by the 15th day of every month. For ODE Autism Scholarship recipients, Footprints Center for Autism will bill the Ohio Department of Education directly. Parent(s)/guardian(s) will need to sign the disbursement check from ODE within 3 business days of its arrival at Footprints Center for Autism. Currently, Footprints Center for Autism accepts all of the following methods of payment. Please check all that apply:

- ODE Autism Scholarship Program
- ODE Jon Peterson Scholarship Program
- Private Payment (cash, check or credit card)
- District Funding Nordonia Hills City School District
- NEON funds or county/respice funds (Please specify:) _____
- Grant Funding (Please specify:) _____
- Other (Please specify:) _____

**Please note: tuition is due in full, regardless of student absence. In the event of a need for an extended student absence, alternate plans can be agreed upon in writing by the parent(s)/guardian(s) and Footprints Center for Autism. If, for any reason, a child is withdrawn from Footprints Center for Autism prior to the completion of the school year, the tuition for the month of withdrawal will still be owed.*

Footprints Center for Autism

PROGRAM PLAN- TUITION PAYMENT PLAN

Based on the information indicated in the section above, the tuition payment plan is as follows:

Tuition Payment Plan	
Nordonia Hills City School District	\$16,493.75
Private Payment	\$0
Nordonia Hills City School District Monthly Payment	Billed Directly to District Each Month
Private Payment Monthly Payment	\$0

PROGRAM PLAN- PARENT/PROVIDER SIGNATURES

I/We have read and agree to the terms outlined in the above program plan and parent contract.

Printed Name of District Representative

Signature of District Representative

Date

Printed Name of Executive Director, Footprints Center for Autism

Signature of Executive Director, Footprints Center for Autism

Date



CONSULTANT AGREEMENT

This Consultant Agreement ("Agreement") is entered into this June 1, 2021 (the "Effective Date") by and between Total Education Solutions ("TES") and Nordonias Hills City School District, with reference to the following facts:

A. TES engages in the business of provision of program and management services to for-profit and non-profit social service agencies.

B. TES will provide special education services, one on one assistant, therapeutic services as well as direct services per student as requested.

In consideration of the promises and the mutual promises and covenants contained herein, the parties agree as follows:

AGREEMENT

1. COMMENCEMENT DATE AND TERM

This agreement shall commence on June 1, 2021 and continue until June 1, 2022 unless sooner terminated as provided in Section 5 below.

2. SCOPE OF SERVICES

TES agrees to provide consulting services with respect to the Project. Such services shall include all of the services and functions set forth on Exhibit "A" (Services). All Services shall be performed by TES and at the expense of Nordonias Hills City Schools, except as otherwise agreed in writing in advance by TES and Nordonias Hills City Schools, and without such prior written approval, school district shall bear all such costs and expenses.

(a) TES represents and warrants that staff meet the qualifications of the Ohio Department of Education as well as OT/PT Board, ASHA and the Ohio Psychology Board.

b) TES expressly acknowledges and agrees that any documents or materials developed by or on behalf of school district and in the course of fulfilling TES's obligations hereunder the terms of this Agreement shall remain the property of TES and may not be used by the school district for any purpose other than fulfilling TES's Obligations under this Agreement. Upon the earlier of cessation of work for TES or expiration of termination for any reason of this Agreement, shall promptly return to TES all materials prepared by Consultant in the course of providing the Services in Contractor's actual or constructive possession and/or those materials which relate to the Project.

3. COMPENSATION AND METHOD OF PAYMENT

In consideration for the Services, Nordonias Hills City School District agrees to compensate TES in the amount and manner set forth on Exhibit "B" (Compensation for Services).

4. INSURANCE

Both parties (School District and TES) shall maintain throughout the term hereof, and all renewals and extensions hereof:

(a) General liability insurance covering all activities of TES in performance of

Consultant's obligations under this Agreement with coverage of not less than One Million Dollars (\$1,000,000) for any incident, and Three Million Dollars (\$3,000,000) annual aggregate.

(b) Worker's compensation insurance will be covered through TES.

5. TERMINATION

Either party may terminate this Agreement without cause, at any time, upon not less than thirty (30) days prior written notice.

6. INDEMNIFICATION

Each party (each, an "Indemnitor") agrees to indemnify, defend and hold harmless the other party and its officers, directors, agents, contractors, representatives and employees, from and against any and all liability, loss, damages, claims, causes of action, and expenses associated therewith (including without limitation attorneys' fees) caused or asserted to have been caused, directly or indirectly, by or as a result of any acts, errors or omissions hereunder the Indemnitor, its employees or agents during the term of this Agreement. The provisions of this Section shall survive the expiration or earlier termination of this Agreement.

7. INDEPENDENT CONTRACTORS

The parties hereto acknowledge and agree that the relationship created between TES and School District as a result of this Agreement is strictly that of independent contractors. Nothing contained herein shall be construed as creating a partnership or joint venture relationship between the parties. Each party hereto shall be responsible for all compensation, salaries, taxes, withholdings, contributions, benefits, and worker's compensation insurance with respect to all personnel employed or contracted by such party and shall indemnify, defend and hold harmless the other party and its officers, directors, agents, contractors, representatives and employees, from and against any and all liability, loss, damages, claims, causes of action, and expenses associated therewith (including without limitation attorneys' fees) caused or asserted to have been caused, directly or indirectly, by or as a result of same. The provisions of this Section shall survive the expiration or earlier termination of this Agreement.

8. CONFIDENTIALITY AND SOLICITATION

School District acknowledges that TES's independent contractors and employees are valuable and unique assets of TES's business, with special knowledge of TES's professional and trade secrets and proprietary information ("Confidential Information"). Confidential Information includes, but is not limited to, the (a) non-public preferences and policies, methods of and skills in negotiating and making decisions, and particular professional and personal strengths, weakness and needs of TES and each of its employees and other agents, (b) the identity of and nonpublic preferences and policies of clients of TES, and (c) the terms of any contracts or agreements between Company and third parties. In light of these facts, Consultant agrees that during the term of this Agreement or at any time within twenty four (24) months after termination of this Agreement (or extensions or renewals thereof, whether or not amended or modified in any way), neither Consultant, nor any employee, independent contractor, partner or other agent of Consultant will:

a) Approach, suggest, intimate or otherwise initiate, directly or indirectly, any contact with any employee of TES regarding the possibility of employment or any other affiliation with School District;

b) Induce or attempt to induce any assigned client of TES to curtail or cancel its business with Company, or approach, suggest intimate or otherwise initiate directly or indirectly any contact with any assigned client of TES regarding the possibility of performing, directly or indirectly, services for such assigned client which are similar to the services provided by TES; or

c) Directly or indirectly disclose any Company Information to any third party, except to the extent necessary to fulfill Consultant's obligations under this Agreement during the term of this Agreement.

9. MISCELLANEOUS

a) No Third Party Beneficiaries. The parties intend that the benefits of this Agreement shall inure only to TES and Client and not to any third person.

b) Entire Agreement. This Agreement, together with all appendices hereto, constitutes the entire agreement between the parties with respect to the subject matter hereof, supersedes all other and prior agreements on the same subject, whether written or oral, and contains all of the covenants and agreements between the parties with respect to the subject matter hereof.

c) Successors and Assigns. This Agreement shall be binding upon and shall inure to the benefit of the parties and their respective successors and permitted assigns. School District's services may not be delegated by Consultant without the express prior written consent of TES, provided that Consultant may, at Consultant's sole expense, employ or retain the services of such other person(s) and/or entity(ies) to aid or assist Consultant in the proper performance of Consultant's duties under this Agreement. As used in this Agreement, the term "Consultant" shall also include any and all such person(s) employed, engaged and/or retained by Consultant, as applicable.

d) Counterparts. This Agreement, and any amendments thereto, may be executed in counterparts, each of which shall constitute an original document, but which together shall constitute one and the same instrument.

e) Headings. The section headings contained in this Agreement are inserted for convenience only and shall not effect in any way the meaning or interpretation of this Agreement.

f) Notices. Any notices required or permitted to be given hereunder by either party to the other shall be in writing and shall be deemed delivered upon personal delivery or delivery by electronic facsimile; twenty-four (24) hours following deposit with a courier for overnight delivery; or seventy-two (72) hours following deposit in the U.S. Mail, registered or certified mail, postage prepaid, return-receipt requested, addressed to the parties at the following addresses or to such other addresses as the parties may specify in writing:

If to TES: Total Education Solutions
3428 W. Market St.
Fairlawn, Ohio 44333
Attention: Tawnia Novak
Telephone: 330-668-4041

If to Client: Nordonia Hills City Schools
9370 Olde Eight Rd.
Northfield, OH 44067
Attention: Carrie Hutchinson
Telephone: 330-908-6220

g) Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Ohio.

h) Amendment. This Agreement may be amended at any time by agreement of the parties, provided that any amendment shall be in writing and executed by both parties.

i) Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, the remaining provisions will nevertheless continue in full force and effect, unless such invalidity or unenforceability would defeat an essential business purpose of this Agreement.

j) Survivability. The provisions of paragraphs 2(b), 2(c), 6, 7, 8, and 9 shall survive termination of this Agreement.

k) Attorneys' Fees. Should either party institute any action or procedure to enforce this

Agreement or any provision hereof, or for damages by reason of any alleged breach of this Agreement or of any provision hereof, or for a declaration of rights hereunder (including, without limitation, arbitration), the prevailing party in any such action or proceeding shall be entitled to receive from the other party all costs and expenses, including without limitation reasonable attorneys' fees, incurred by the prevailing party in connection with such action or proceeding.

1) Further Assurances. The parties shall take such actions and execute and deliver such further documentation as may reasonably be required in order to give effect to the transactions contemplated by this Agreement and the intentions of the parties hereto.

TOTAL EDUCATION SOLUTIONS, INC.,
a California corporation

By: _____
Tawnia R. Novak

Nordonia Hills City School District

By: _____
Printed Name: _____
Title: _____

Exhibit "A"

TES to provide supervision, special education services, related services in accordance with the requirements of ODE.

Exhibit "B"

Compensation for Services
Annual TES Academy Services

June 1, 2021 – June 1, 2022 annual fee per student: \$84,020. This includes special education services, one on one aide, parent meetings, data collection, IEP writing, progress reporting and related services. Consultant must provide all materials and equipment necessary to perform such services if required by IEP team. In addition, BCBA services may be utilized at \$95 per hour, not to exceed \$9,880.00 per student. If student does not attend for summer months, the district will NOT be billed for this time.

(i) TES shall keep contemporaneous records of the time spent providing Services.

(ii) Within ten (10) business days of the last day of each month during the term of this Agreement, Consultant shall submit invoice for Services, accompanied by true and complete copies of the time records (including billing hour summaries) required by (i) above. Each invoice so delivered shall be due and payable in full to TES within thirty (30) calendar days, subject to paragraph (iii) below.

(iii) If TES has a bona fide, good faith dispute with respect to whether a particular Service identified in an invoice delivered by Consultant hereunder was actually provided in accordance with the terms of this Agreement, TES shall give written notice to school district describing such dispute in reasonable detail, within thirty (30) calendar days of the date of such invoice, accompanied by payment in full of all amounts shown on such invoice that are not the subject of the dispute(s) described on such notice. TES and school district shall use their best reasonable good faith efforts to resolve such dispute within the thirty (30) calendar day period following such notice. If such dispute cannot be resolved within such thirty (30) day period, TES shall have cause to terminate this Agreement on not less than ten (10) business days' notice.

(iv) TES needs to follow procedures outlined in the ODE..

NORDONIA CITY SCHOOL DISTRICT SERVICES AGREEMENT

This Agreement is between Lora Hoffstetter and Counseling Associates, LLC, an Ohio limited liability company having its principal place of business at 77 Milford Drive, Hudson, Ohio, (collectively referred to as the "Company"), and Nordonia City School District (referred to as NCSD).

1. **Services.** Company's Independent Contractor Julie Winston M.Ed., LPCC agrees to perform for NCSD clinical counseling to students of NCSD, which includes but is not limited to diagnosis, assessment, and treatment of mental health or chemical dependency issues. Independent Contractor will perform the clinical counseling competently and in compliance with its State of Ohio licensure and all other professional and ethical obligations and standards. Such compliance will require the Independent Contractor to maintain and keep current a chart for each student seen, which includes documenting the counseling sessions and a current treatment plan. Consents for minors will be obtained by NCSD prior to Independent Contractor having sessions with the student. Independent Contractor will be solely responsible for maintaining all licenses required to counsel clients. When the Independent Contractor recommends any testing for a client, the Independent Contractor is solely responsible for facilitating such testing.

2. **Term.** This contract is for two years and is valid for the 2021-2022 school year and the 2022-2023 school year.

The Independent Contractor will provide counseling during the school calendar year to NCSD students until: the student has been fully treated; the student terminates counseling with the Independent Contractor; or the student is referred to another therapist because the other therapist is better suited to counsel the student. Independent Contractor will see students anywhere from the first day of school to the last day of school during school hours and on days that school is in session. Independent Contractor will not counsel students over the summer months when school is not in session. Independent Contractor will provide students who need counseling services over the summer months with appropriate referral sources.

3. **Place of Service.** Counseling services will be performed at a location mutually agreed-upon by NCSD and the Independent Contractor. NCSD will provide the Independent Contractor access to a reasonably furnished therapy room at each school as well as a phone extension and an email address for communicating to staff, students, their families, and others involved with the student as needed.

4. **Usage of equipment and supplies.** NCSD will provide reasonable use of a facsimile machine, copier, and printer as needed for printing assessments, case notes, treatment plans and other forms for charting. Company will provide Independent Contractor with files to use for charting. Independent Contractor will use Company's own assessment forms, case notes, and treatment plans.

5. **Licensing.** The Independent Contractor will be licensed by the State of Ohio to perform the clinical assessments and counseling, and will maintain its license for the duration of this Agreement, including attending the required amount of continuing education and paying any required fees.

6. **Malpractice.** The Independent Contractor will obtain and maintain malpractice insurance that will provide at least \$1,000,000 coverage per incident or occurrence and \$3,000,000 coverage in the aggregate.

7. **Ethics.** All ethical issues regarding counseling and student-counselor relations will be governed by the most current version of the Code of Ethics standard of the State of Ohio Counselor and Social Worker and Marriage and Family Therapy Board, and the Independent Contractor agrees to abide by such standard.

8. **Compensation.** NCSD will pay the Company \$90,000 per school year. (\$90,000 for the 2021-2022 school year and \$90,000 for the 2022-2023 school year). Payment for each school year will be spread over a 10 month period (40 weeks) from approximately August 2021-June 2023, according to the school's schedule. Payment to Company will be every 2 weeks for \$4,500.00. Company will submit a bill to NCSD

for services rendered every 2 weeks and expect reimbursement within 10 days. Compensation to the Independent Contractor will come directly from the Company and be an amount that is agreed upon by both parties in a separate contract between the Company and the Independent Contractor.

9. Independent Contractor and Company Status. All Parties acknowledge that the Independent Contractor and the Company are not employees of NCSD. Therefore, the Independent Contractor and the Company are solely responsible for paying, and NCSD will not withhold or pay, any and all unemployment contributions and any and all federal and state taxes, including income, Social Security, Medicare/Medicaid, and self-employment taxes for all payments received for services performed under this Agreement.

10. Confidentiality. At all times, during the term of this Agreement and after its termination, the Company and the Independent Contractor agree to keep confidential and not to disclose any of NCSD's confidential and/or proprietary information, including but not limited to student lists and information, and all information contained in this Agreement.

11. Vacation Time and Personal/Sick Days. Independent Contractor will keep personal and sick days to a reasonable level. Independent Contractor will make every effort to plan personal vacation days around NCSD vacation days and holidays. Independent Contractor will receive all school holidays, school vacation days and summers off. Independent Contractor will receive off any calamity days set by NCSD. The Company will receive a base salary of \$90,000 per school year regardless of Independent Contractor's sick and personal days taken. If the Independent Contractor should need a personal or sick day, NCSD will be notified as soon in advance as possible.

This Agreement has been fully read and understood, and is agreed to by:

NORDONIA CITY SCHOOL DISTRICT:

Date

COMPANY:

Lora Hoffstetter and Counseling Associates, LLC

by Lora Hoffstetter, owner of Lora Hoffstetter and Counseling Associates, LLC

Date

NORDONIA CITY SCHOOL DISTRICT SERVICES AGREEMENT

This Agreement is between Lora Hoffstetter and Counseling Associates, LLC, an Ohio limited liability company having its principal place of business at 77 Milford Drive, Hudson, Ohio, (collectively referred to as the "Company"), Nordonida City School District (referred to as NCSD).

1. **Services.** Company's Independent Contractor JJ Mesko-Kimmich, M.Ed.,LPCC agrees to perform for NCSD clinical counseling to students of NCSD, which includes but is not limited to diagnosis, assessment, and treatment of mental health or chemical dependency issues. Independent Contractor will perform the clinical counseling competently and in compliance with its State of Ohio licensure and all other professional and ethical obligations and standards. Such compliance will require the Independent Contractor to maintain and keep current a chart for each student seen, which includes documenting the counseling sessions and a current treatment plan. Consents for minors will be obtained by NCSD prior to Independent Contractor having sessions with the student. Independent Contractor will be solely responsible for maintaining all licenses required to counsel clients. When the Independent Contractor recommends any testing for a client, the Independent Contractor is solely responsible for facilitating such testing.

2. **Term.** This contract is for two years and is valid for the 2021-2022 school year and the 2022-2023 school year.

The Independent Contractor will provide counseling during the school calendar year to NCSD students until: the student has been fully treated; the student terminates counseling with the Independent Contractor; or the student is referred to another therapist because the other therapist is better suited to counsel the student. Independent Contractor will see students anywhere from the first day of school to the last day of school during school hours and on days that school is in session. Independent Contractor will not counsel students over the summer months when school is not in session. Independent Contractor will provide students who need counseling services over the summer months with appropriate referral sources.

3. **Place of Service.** Counseling services will be performed at a location mutually agreed-upon by NCSD and the Independent Contractor. NCSD will provide the Independent Contractor access to a reasonably furnished therapy room at each school as well as a phone extension and an email address for communicating to staff, students, their families, and others involved with the student as needed.

4. **Usage of equipment and supplies.** NCSD will provide reasonable use of a facsimile machine, copier, and printer as needed for printing assessments, case notes, treatment plans and other forms for charting. Company will provide Independent Contractor with files to use for charting. Independent Contractor will use Company's own assessment forms, case notes, and treatment plans.

5. **Licensing.** The Independent Contractor will be licensed by the State of Ohio to perform the clinical assessments and counseling, and will maintain its license for the duration of this Agreement, including attending the required amount of continuing education and paying any required fees.

6. **Malpractice.** The Independent Contractor will obtain and maintain malpractice insurance that will provide at least \$1,000,000 coverage per incident or occurrence and \$3,000,000 coverage in the aggregate.

7. **Ethics.** All ethical issues regarding counseling and student-counselor relations will be governed by the most current version of the Code of Ethics standard of the State of Ohio Counselor and Social Worker and Marriage and Family Therapy Board, and the Independent Contractor agrees to abide by such standard.

8. **Compensation.** NCSD will pay the Company \$45,050 per school year (\$45,050 for the 2021-2022 school year and \$45,050 for the 2022-2023 school year). Payment for each school year will be spread over a 10 month period (40 weeks) from approximately August – June, according to the school's schedule. Payment to Company will be every 2 weeks for \$2,252.50. Company will submit a bill to NCSD for

services rendered every 2 weeks and expect reimbursement within 10 days. Compensation to the Independent Contractor will come directly from the Company and be an amount that is agreed upon by both parties in a separate contract between the Company and the Independent Contractor.

9. Independent Contractor and Company Status. All Parties acknowledge that the Independent Contractor and the Company are not employees of NCSD. Therefore, the Independent Contractor and the Company are solely responsible for paying, and NCSD will not withhold or pay, any and all unemployment contributions and any and all federal and state taxes, including income, Social Security, Medicare/Medicaid, and self-employment taxes for all payments received for services performed under this Agreement.

10. Confidentiality. At all times, during the term of this Agreement and after its termination, the Company and the Independent Contractor agree to keep confidential and not to disclose any of NCSD's confidential and/or proprietary information, including but not limited to student lists and information, and all information contained in this Agreement.

11. Vacation Time and Personal/Sick Days. Independent Contractor will keep personal and sick days to a reasonable level. Independent Contractor will make every effort to plan personal vacation days around NCSD vacation days and holidays. Independent Contractor will receive all school holidays, school vacation days and summers off. Independent Contractor will receive off any calamity days set by NCSD. The Company will receive a base salary of \$45,050.00 per school year regardless of Independent Contractor's sick and personal days taken. If the Independent Contractor should need a personal or sick day, NCSD will be notified as soon in advance as possible.

This Agreement has been fully read and understood, and is agreed to by:

NORDONIA CITY SCHOOL DISTRICT:

Date

COMPANY:

Lora Hoffstetter and Counseling Associates, LLC

by Lora Hoffstetter, owner of Lora Hoffstetter and
Counseling Associates, LLC

Date

**SUMMIT EDUCATIONAL SERVICE CENTER
PRIMARY SERVICE PLAN AGREEMENT– FY2022**

County ESC: *Summit*

County IRN: 049965

District: Nordonia Hills

District IRN: 050047

The attached Primary Service Plan Chart show services that are offered by each department at the Summit Educational Service Center (SESC), as well as other services that are not part of any particular department.

Service Cost for Member Districts- Please Check the Service Plan You Have Selected

Option A: \$500/day for services unless otherwise stated on the attached Option A service chart. Fiscal fee for LEA staff is 3%. District "credit" will be equivalent to 50% of the state subsidy funds received by the ESC for the district.

Option B: \$750 per day for curriculum related services unless specified otherwise on attached Option B service chart. *\$660 per day for services from the Student Services Department unless specified otherwise on the enclosed service chart. Service pricing from other departments as indicated on the enclosed service chart. District "credit" will be equivalent to 90% of the state subsidy funds received by the ESC for the district. Fiscal fee for LEA staff will be 5%.

*The \$750 per day includes ½ day of preparation (value of \$250.00). Blocks of 20 or more days for curriculum services, (excluding gifted services and resident educator services) will be billed at a flat rate of \$600 per day, includes ½ day preparation.

PLEASE NOTE: Service Plan Days may be purchased in FULL, HALF and QUARTER DAY increments; based on 8 hr. day.

Services provided under this Primary Service Agreement entered into by SCHOOL DISTRICT may include any of the following:

- Supervisory teachers/personnel
 - Special Education
 - General Education
 - Gifted & Talented
- In-service, and continuing education/professional development programs for district personnel.
- Curriculum services and research and development programs.
- Academic instruction for which the Governing Board employs teachers pursuant to section 3319.02 of the Revised Code.
- Assistance in the provision of special accommodations and classes for students with disabilities.
- Any other services the District Board and Service Center Governing Board agree can be better provided by/through the Service Center and are not provided under an agreement entered into under section 3313.845 of the Revised Code.

1. We, the undersigned, understand the services stated in the attached pages are requested of the Summit Educational Service Center for FY22. Days may not be reduced and can only be transferred among categories with the written approval of the Summit ESC Superintendent, or his designee. Additions to Service Plans during the year must be made in writing and must be initialed by the District/Organization Superintendent/CEO or the District Treasurer/CFO. An email directly from the organizational account of the Superintendent/CEO or Treasurer/CFO will be accepted as an alternative. Single or Related Services of \$7,500 and above are subject to approval by the SESC Board of Governors. Use of credit funds for third party educational services by mutual agreement of ESC/District Superintendent are subject to fiscal fee that is identical to the LEA fiscal fee of the selected service plan option.
2. Upon request of the district, the Summit Educational Service Center shall employ appropriate personnel who will be assigned to the service area according to the needs of the district.

3. The district shall pay the Summit Educational Service Center for all costs to employ LEA personnel. The Summit Educational Service Center shall invoice the district Board of Education for said costs. Costs shall include cost of employee leave and substitute personnel, SERS surcharge (if any), salary, workers' compensation, unemployment compensation, severance, Medicare, retirement, liability insurance, life insurance, and health benefits attributable to the Governing Board. Should any subsequent unemployment compensation or severance claim be made by an employee covered under this contract, the District herein receiving the services shall be so liable for their proportionate share of the employee's claim. The District accepts the responsibility of conducting annual evaluation(s) of administrative, certified, and classified employees pursuant to Section 3319.01, 3319.02, 3319.11 and 3319.111 of the Ohio Revised Code.
4. In accordance with ORC 3313.843 (H) the City/Exempted Village/Local School district agrees to deduct from their state foundation payments in the amount of \$6.50 per pupil plus any additional contracted services beyond the deduct. This \$6.50 will be incorporated as a *portion* of the total "credit" for services as outlined below for **Option A** and **Option B** Districts.
5. CREDITS: For districts selecting **Option A** in this agreement the Summit Educational Service Center shall provide the equivalent to 50% of the "state subsidy," not to exceed \$13.00 per student, derived from the district's ADM as a credit for services purchased from the Summit Educational Service Center under this agreement. For districts selecting **Option B** in this agreement the Summit Educational Service Center shall provide the equivalent of 90% of the "state subsidy," not to exceed \$23.40 per student, derived from the district's ADM as a credit for services purchased from the Summit Education Service Center under this agreement.
6. CREDIT BALANCES: Any credits that are not used under this contract may be carried over to the following fiscal year. In the event that an agreement is not continued in an ensuing year (i.e. if the district changes its ESC affiliation) any unexpended balance shall remain with the Summit Educational Service Center.
7. FORCE MAJEURE: Neither the District nor Summit ESC shall be deemed to be in breach or default of any provision of this Agreement by reason of a delay or failure in performance due to acts of God, acts of governments, wars, riots, strikes, accidents in transportation, pandemics, or other causes beyond the control of the parties.
8. A continuous accounting of fund balances as described above shall be kept by the Summit Educational Service Center and reported to the City/Exempted Village/Local School district.
9. The district's mandated per-pupil contribution to the state operating subsidy shall be paid to the Summit Educational Service Center for the operation of the service center [R.C. 3313.843 (G)(1)] and any services required under Title XXXIII of the Revised Code to be provided by the service center to the school district.
10. Per the resolutions provided in Appendix A, this agreement is in compliance with federal law and is exempt from competitive bidding requirements.
11. This agreement serves as an alignment agreement consistent with the terms in O.R.G.3313.843(D)

Adopted by School District Board of Education on: April 26, 2021

Date 4/26/2021

District Superintendent/CEO or Treasurer Signature/CFO

Joseph Clark

Print Name

Note: All attached pages requesting services must be signed by District Superintendent/CEO or Treasurer/CFO.

Adopted by Summit Educational Service Center on: _____

Summit ESC Superintendent: _____ Date _____

Joseph J. Iacano

**SUMMIT EDUCATIONAL SERVICE CENTER
PRIMARY SERVICE PLAN AGREEMENT— FY2022**

County ESC: *Summit*

County IRN: 049965

District: Nordonia Hills

District IRN: 050047

APPENDIX A

This R.C. 3313.843 and R.C. 3313.845 Client School District Service Agreement ("Agreement") is made by the Nordonia Hills School District Board of Education ("Board" or "District") and the Summit Educational Service Center Governing Board ("ESC").

WHEREAS, pursuant to R.C. 3313.843 (I)(1) and applicable laws, this Agreement is to purchase supplies, materials, equipment, and services and deliver such services on behalf of the Board.

WHEREAS, pursuant to R.C. 3313.843 (I)(2) and applicable laws, purchases made by the Board under this Agreement are exempt from competitive bidding as required by law for the purchase of supplies, materials, equipment, or services.

WHEREAS, pursuant to R.C. 3313.843(J) and applicable laws, this Agreement is in compliance with federal law and is exempt from competitive bidding requirements for personnel-based services pursuant to the authority granted to the Ohio Department of Education ("ODE") under federal law because the ESC has met the following conditions: (1) the ESC has posted on its website a list of all the services that the ESC provides and the corresponding cost for each of those services, (2) the ESC has been designated "high performing" under the rules of the Ohio State Board of Education, and (3) the ESC has been found to be substantially in compliance with audit rules and guidelines in the ESC's most recent audit by the Ohio Auditor of State.

WHEREAS, this Agreement is for the provision of services under R.C. 3313.843 and R.C. 3313.845. This is not an alignment agreement pursuant to R.C. 3313.843(D).

WHEREAS, R.C. 3313.843 (B)(1) provides that the board of education of each city, exempted village or local school district with an average daily student enrollment of 16,000 or less, reported for the school district on the most recent report card issued under R.C. 3302.03 shall enter into an agreement with the ESC, under which the ESC shall provide services to the Board.

WHEREAS, the District has an average daily student enrollment [less] than 16,000 reported on the District's most recent report card issued under R.C.3302.03.

WHEREAS, the ESC desires to enter into an agreement with the Board that is in compliance with both R.C. 3313.843 and R.C. 3313.845 and to provide services to the Board as set for in this Agreement.

WHEREAS, this Agreement shall be filed by the ESC with ODE by July 1, 2021 and as may be amended from time to time.

NOW THEREFORE, in consideration of the promises contained herein, the ESC and Board agree that: The ESC and Board shall each adopt resolutions ratifying this Agreement for a term beginning on July 1, 2021 and ending on June 30, 2022.

COMPENSATION: The District shall pay for services through (choose one):

Direct Billing Initials: _____

Foundation DEDUCT and Direct Billing Initials: KO

Summit Educational Service Center

Member District Service Plan Agreement - OPTION A FY22

Nordonia Hills City Schools

IRN: 050047

SERVICES	Service Days Requesting	District/Client Charge - FY22
<i>Student Services Department (Kristin Fazio, Director) \$500.00 per day unless otherwise noted</i>		
Attendance Coordinator/ Residency Officer		\$ -
AT/AAC Consultation (\$2,750.00 per evaluation)		\$ -
Audiology Services (\$520.00 a day)	30.00	\$ 15,600.00
Behavior Consultant		\$ -
English Learner (EL) Consultant		\$ -
Job Coach		\$ -
Occupational Therapy		\$ -
Physical Therapy Services (\$520.00 a day)		\$ -
Preschool Supervision		\$ -
Psychological Services	116.00	\$ 58,000.00
Special Education Audit		<i>Contact for a price quote</i>
Special Education Supervision		\$ -
Speech Language Pathology		\$ -
Teacher of the Deaf		\$ -
Work Study Coordinator		\$ -
KIDS FIRST/TOPS Tuition \$54,000.00 per student/per year		<i>Contact for a Contract</i>
TOTAL Student Services Days Requested	146.00	\$ 73,600.00

<i>Curriculum & Instruction Department (Angela Terella, Director) \$500.00 per day unless otherwise noted</i>		
Assessment Literacy Support		\$ -
Classroom Management Coaching		\$ -
Curriculum & Instruction Supervision		\$ -
Curriculum & Instruction Prof Development (for workshops at ESC)		\$ -
Curriculum Mapping or Audit		\$ -
Gifted & Talented Services (\$520.00 a day) LAURA COLLINS	22.00	\$ 11,440.00
Gifted & Talented Prof Development (in district workshops)		\$ -
Language Arts Consultant/Coaching		\$ -
Math Consultant/Coaching		\$ -
P.E. Consultant/Coaching		\$ -
OIP Internal Facilitator (Non-SST8)		\$ -
OTES/OPES Evaluation		\$ -
Resident Educator (Pricing based on teaching year & administration)		<i>Contact for Contract</i>
Science Consultant/Coaching	6.00	\$ 3,000.00
Social Studies Consultant/Coaching	5.00	\$ 2,500.00
Value Added Supports		\$ -
TOTAL Curriculum & Instruction Days Requested	33.00	\$ 16,940.00

****Note: Service Plan Days may be purchased in full, half, or quarter day increments**

- please see other side -

Business, Technology Department (Robert Wolf, Director) \$500.00 per day unless otherwise noted

LPDC Online Form Management System (Member- \$500.00/ Non-Member: \$800.00)	1.00	\$ 500.00
LPDC One-Time Set-Up Fee (Member \$1,500.00 / Non-Member \$2,200.00)		\$ -
Video Production (priced by project)		Contact for a quote

Human Resources Department (Robert Wolf, Director) \$500.00 per day unless otherwise noted

H.R. Development Consulting		\$ -
Job Posting for Non-ESC LEA positions		\$ -
Job Posting/Candidate Screening for LEA Positions		\$ -
Traditional Substitute Teacher Program		No Cost
TOTAL HR, Business, Tech Days Requested	0.00	\$ -

Other Services \$500.00 per day unless otherwise noted

District Strategic Planning		Contact for a price quote
Diversity Consultant (\$590.00 per day)	47	\$ 27,730.00
PBIS Services		\$ -
Leadership Search (Summit Leadership Consultants)		Contact for a price quote
Leadership Training (In District)		\$ -
TOTAL Other Services Days Requested	47.00	\$ 27,730.00

Substitute Classified Staff PLUS Program**
 Substitute Teacher PLUS Program**
****Please contact HR Director if you are interested in the Substitute PLUS Program. District discretionary funds may not be applied to this program.**

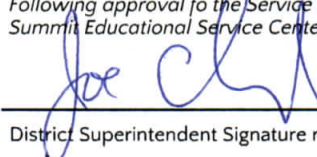
The Summit County ESC will be offering several Networking Meetings and Professional Learning Community opportunities for FY22 (There is no charge to attend these meetings)

- Administrative Assistant's Learning Community
- Curriculum Directors' Networking Meetings
- Special Education Director's Networking Meeting
- IDEA Group Networking Meetings
- Business Directors' Networking Meetings
- District Communications Professionals' Meetings
- Superintendent Contract Consultation

- One Board Consultation per district

Total of all days requested by district	226.00	\$ 118,270.00
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Following approval for the Service Plan Days by the District Board of Education and the ESC Board of Governors, I authorize the Summit Educational Service Center to provide the above identified days for the 2021-2022 school year.


 District Superintendent Signature required



Nordonia Hills City School District

To Building Administrator, Director or Supervisor:

Below you will find LEA staff profile details for the current school year employees.

In order to rehire your staff for the upcoming school year, we will need complete employee profile information listed below for the 2021-2022 school year.

Please review the information below and note employment details for the 2021-2022. If all information is to remain the same, you can simply enter "same details" in the appropriate area. If your district sets the salary, indicate below what that should be.

If the ESC sets the salary, all eligible staff will receive a step raise. Also, please indicate below if your staff should receive a raise should our Board of Governors approve said raise.

Employee Name	Rehire Y/N	2020-2021 Title	2021-2022 Title	2020-2021 Salary	2021-2022 Salary	2020-2021 Days in Contract	2021-2022 Days in Contract	2020-2021 Contract Limitations	2021-2022 Contract Limitations	2021-2022 Start Date	2021-2022 End Date
Amy Gay	N	Family Support Specialist		\$30,000.00; District Set Rate (salary spread over 24 pays)							
Brooke Gockel	N	Title I Tutor		\$42,408.00; ESC Salary Schedule Tutor BA 5 (\$28.50/hr)		186					
Laura Honkus	N	Reading Tutor		\$28,837.60; ESC Salary Schedule Tutor BA 1 (\$24.86/hr)		145 (started after school began)					
Jessica Mach	N	Reading Tutor		\$28,837.60; ESC Salary Schedule Tutor BA 1 (\$24.86/hr)		145 (started after school began)					
Nina McMillan	N	Reading Tutor		\$31,227.20 ESC Salary Schedule Tutor BA+ 2 (\$26.92/hr)		145 (started after school began)					

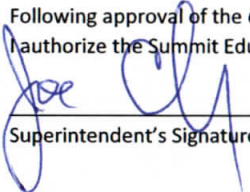
Employee Name	Rehire Y/N	2020-2021 Title	2021-2022 Title	2020-2021 Salary	2021-2022 Salary	2020-2021 Days in Contract	2021-2022 Days in Contract	2020-2021 Contract Limitations	2021-2022 Contract Limitations	2021-2022 Start Date	2021-2022 End Date
Shawneen Orzechowski	N	Title I Tutor		\$44,654.88; ESC Salary Schedule Tutor BA +5 (\$30.01/hr)		186					
Vivial Pasal	N	Title I Tutor		\$50,785.44; ESC Salary Schedule Tutor BA +9 (\$34.13/hr)		186					
Katlyn Pearson	N	Reading Tutor		\$27,445.44; ESC Salary Schedule Tutor BA 1 (\$24.86/hr)		138 (started after school began)					
Megan Smith	N	Reading Tutor		\$42,437.76; ESC Salary Schedule Tutor MA 2 (\$28.52/hr)		186					
Catherine Ziegler	N	Literacy Interventionist		\$26,631.01; ESC Salary Schedule Tutor MA 1 (\$27.37/hr)		139 (started after school began)					

For employees on ESC Salary Schedule:

If the ESC Board of Governors approve a percentage increase to the base of the salary schedule, employees _____ ARE or _____ ARE NOT to receive the increase.
Please note that all eligible staff will move up one step.

Superintendent's Approval:

Following approval of the *Contract for Services* by the District Board of Education and the ESC Board of Governors, authorize the Summit Educational Service Center to employ the above LEA-assigned staff for the 2021-2022 school year.



Superintendent's Signature

4/26/2021

Date

**CONTRACT FOR SERVICES
SUPERVISED BY LOCAL EDUCATION AGENCY**

This **AGREEMENT** is entered into this 26th day of April 2021, between **Nordonia Hills City School District**, Summit County, Ohio, (hereinafter referred to as "LEA" Local Education Agency) and the **Summit Educational Service Center Governing Board**, Cuyahoga Falls, Ohio (hereinafter referred to as the "ESC Board").

1. The ESC Board shall provide to the LEA, the following services for the duration indicated (hereinafter referred to as "the Service"):

Provide employment services during the 2021-22 school year, at the cost of salary and benefits, plus any other costs incurred in the employment of the individual(s) upon written request of the District Superintendent or designee.

2. The ESC Board shall hire and pay an individual to provide the Service (hereinafter referred to as "the Service Provider"). The salary or wage rate to be paid to the Service Provider by the ESC Board shall be agreed upon between the LEA and the ESC Board, and the LEA shall reimburse the ESC Board for said compensation by the end of the term indicated above in paragraph 1.
3. The ESC Board shall provide the Service Provider any and all fringe benefits – including, but not limited to, vacation leave, vacation credit, vacation credit compensation, sick leave, severance, paid holiday leave, personal leave, and any other fringe benefit provided by the ESC Board – for which the Service Provider qualifies under ESC Board policies as may be amended from time to time, ESC Board administrative guidelines as may be amended from time to time, any and all applicable ESC Board job description(s) as may be amended from time to time, any and all employment contracts as may be amended from time to time, and any and all applicable state and federal laws.
4. The LEA shall promptly reimburse the ESC Board for any and all fringe benefits – including, but not limited to, vacation leave, vacation credit, vacation leave credit, sick leave, paid holiday leave, personal leave, severance, unemployment compensation and any other fringe benefit provided by the ESC Board – paid by the ESC Board to the Service Provider or incurred by the ESC Board in connection with the provision of the Service. The LEA shall pay a fiscal fee of 3% of the ESC's cost to provide said service(s).
5. The ESC Board shall reimburse the Service Provider at the then-current IRS rate for mileage expenses of regular travel incurred while providing the Service to the LEA, in accordance with ESC policy and as approved by the Superintendent; and the LEA shall reimburse the ESC Board for said mileage reimbursement.
6. The ESC Board shall assign the Service Provider exclusively to the LEA during the term specified in paragraph 1, above.
7. The LEA shall provide all supplies, materials, equipment, clerical support, staff development and workspace for the Service Provider. The need for such items shall be determined by the LEA.

- 8. The LEA shall pay any legal expenses incurred by either party as a result of the arrangement envisioned by this Agreement, including but not limited to claims or causes of action asserted by: 1) the Service Provider, for instance in connection with his/her employment, 2) a parent, for instance in connection with the adequacy of services provided to his/her child; and/or 3) another individual or entity that is not a party to this Agreement. However, the LEA shall pay only its own legal expenses when such legal expenses are the result of a claim or cause of action asserted by the LEA against the ESC Board or by the ESC Board against the LEA.
- 9. The LEA shall supervise the Service Provider in the provision of the Service and shall evaluate the Service Provider in accordance with Section 3319.11 Ohio Revised Code and the policies of the ESC.
- 10. The LEA shall determine the work schedule and work rules of the Service Provider.
- 11. The Service Provider shall follow the ESC Board policies concerning wage and benefits.
- 12. The Service Provider shall follow the work rules established by the LEA, including but not limited to, reporting procedures and working conditions.
- 13. The Service Provider shall follow the LEA's policies with respect to calamity days.
- 14. The Service Provider shall report times worked in the manner prescribed by the LEA and the ESC Board and complete the necessary ESC Board leave forms when necessary.
- 15. The Service Provider agrees that in the event that the federal, state and local contracts under which the Summit Educational Service Center operates do not receive funding, the ESC Board shall be entitled to be released from the obligations of this contract upon written notice to the LEA. Said notice shall be in writing and sent by certified mail, return receipt requested.

NORDONIA HILLS CITY SCHOOL DISTRICT

By: Joseph Clark
 Title: Superintendent
 Date: 4/26/2021

By: Karen Obratil
 Title: Treasurer
 Date: 4/26/2021

SUMMIT EDUCATIONAL SERVICE CENTER GOVERNING BOARD

By: _____
 Title: President of Governing Board
 Date: _____

By: _____
 Title: Treasurer of Governing Board
 Date: _____



NAVIANCE CONSORTIUM
Addendum C

Year Four fees = \$23,922.40

Effective = March 1, 2021

Year Four (March 1, 2021 – February 28, 2022) will be invoiced April 1, 2021 unless marked below

Year Four (March 1, 2021 – February 28, 2022 will be invoice July 1, 2021)

WITNESS THEREOF, the parties hereto have set their hands.

NORDONIA HILLS CITY
BOARD OF EDUCATION

By: _____
President (In his/her official capacity only)

Date

And by _____
Superintendent (In his/her official capacity only)

Date

And by _____
Treasurer (In his/her official capacity only)

Date

Attachments: Board Resolution No. _____ (District)
Board Resolution No. _____ (ESC of the Western Reserve)



2021-2022 School Fees Grades 9-12

Fee payments will be accepted when school begins and may be paid in one of the following methods:

- EZ Pay www.spsezpay.com
- Drop off at the building
- Mail to the building
- Pay at Orientation or Open House

Students who are approved for free lunches as defined by Federal guidelines will have academic fees waived and pay 50% of the fee charge for athletics and activities. Students who are approved for reduced lunches as defined by Federal guidelines will pay 50% of the academic fee charges and 75% of the fee charge for athletics and activities. Forms are available in the main office and online.

***PLEASE PUT A CHECK MARK IN THE "YES" BOX ON PART 5 OF THE FORM SO A WAIVER MAY BE APPLIED TO FEES AS WELL.**

Waivers will be approved for the following:

- Qualification of free lunch program
- Welfare case load number - must show proof
- Attach letter from Food Services
- AFDC number - must show proof

All checks payable to: Nordon Hills City Schools. Please include student(s) name(s) on memo line and write a separate check for athletic payments. Payment will be applied to outstanding fees from previous years first.

Student(s) Name _____ Grade _____

Course	Full Fee	Reduced Fee	Course	Full Fee	Reduced Fee
ALL STUDENTS – NAVIANCE	\$ 10.66	\$ 5.33	Biology & Honors Biology	\$25.00	\$12.50
Photography I, II, & III	\$25.00	\$12.50	AP Biology	\$25.00	\$12.50
Painting I & II	\$15.00	\$ 7.50	Physical Sci & Honors Physics	\$25.00	\$12.50
Drawing I & II	\$10.00	\$ 5.00	AP Physics	\$25.00	\$12.50
Ceramics I & II	\$15.00	\$ 7.50	Environmental Science	\$31.75	\$15.88
Art I & II	\$15.00	\$ 7.50	Chemistry/Honors Chemistry	\$31.75	\$15.88
Jewelry I	\$20.00	\$10.00	AP Chemistry	\$42.70	\$21.35
AP Art & Design	\$15.00	\$ 7.50	CCP Chemistry I & II	\$22.00	\$11.00
Foods with Flair	\$30.00	\$15.00	Engineering and Design	\$ 5.50	\$ 2.75
Gourmet Foods	\$40.00	\$20.00	Human Anatomy & Physiology	\$15.00	\$ 7.50
AP Literature & Composition	\$15.00	\$ 7.50	Forensics	\$22.25	\$11.13
English Honors 11	\$15.00	\$ 7.50	AP US History	\$22.00	\$11.00
German I	\$16.25	\$ 8.13	AP World History	\$ 6.00	\$ 3.00
German II CP & Honors	\$16.25	\$ 8.13	Economics CP & Honors	\$1.00	\$0.50
German III Honors	\$16.25	\$ 8.13	Government CP & Honors	\$1.00	\$ 0.50
French I	\$18.75	\$ 9.38	AP Seminar	\$143.00	\$101.00
French II CP & Honors	\$18.75	\$ 9.38	AP Research	\$143.00	\$101.00
French III	\$18.75	\$ 9.38	AP Test Fee	\$ 95.00	\$ 53.00
Spanish I	\$22.75	\$11.38	*AP Govt./Physics/Econ take 2 tests each		
Spanish II CP & Honors	\$22.75	\$11.38			
Spanish IV Honors	\$10.25	\$ 5.13			
AP Spanish	\$28.50	\$14.25	TOTAL AMOUNT DUE	\$	\$

Athletics & Activities	Full Fee	Reduced Fee	Free Fee
Grade 9-12 Athletics (per sport)	\$280.00	\$210.00	\$140.00
Grade 9-12 Band	\$180.00	\$135.00	\$ 90.00
Grade 9-12 Choir	\$ 90.00	\$ 67.50	\$ 45.00
Color Guard	\$150.00	\$112.50	\$ 75.00
Winter Guard	\$180.00	\$135.00	\$ 90.00
TOTAL AMOUNT DUE	\$	\$	\$

EXHIBIT B

NORTHFIELD CENTER TOWNSHIP

RESOLUTION NO. 21-__/_

A RESOLUTION DECLARING THE IMPROVEMENTS TO CERTAIN REAL PROPERTY WITHIN THE TOWNSHIP TO BE A PUBLIC PURPOSE; DESCRIBING THE PUBLIC IMPROVEMENTS TO BE MADE TO DIRECTLY BENEFIT SUCH PARCELS; EXEMPTING SUCH IMPROVEMENTS FROM AD VALOREM REAL PROPERTY TAXATION; REQUIRING THE OWNER OF THE IMPROVEMENTS TO MAKE SERVICE PAYMENTS IN LIEU OF AD VALOREM REAL PROPERTY TAXES AND ESTABLISHING A TOWNSHIP PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF THE SERVICE PAYMENTS IN LIEU OF AD VALOREM REAL PROPERTY TAXES, ALL PURSUANT TO SECTIONS 5709.73, 5709.74 AND 5709.75 OF THE REVISED CODE; AND DECLARING AN EMERGENCY.

WHEREAS, Sections 5709.73, 5709.74 and 5709.75 of the Revised Code (the “Act”) provide that this Board of Trustees may describe public improvements to be made that directly benefit certain parcels and declare “Improvements” (as defined in Section 5709.73) with respect to such parcels of real property located in the Township to be a public purpose, thereby authorizing the exemption of those Improvements from real property taxation for a period of time, and provide for the making of service payments in lieu of ad valorem real property taxes by the owner of such parcels, and establish a township public improvement tax increment equivalent fund into which such service payments shall be deposited; and

WHEREAS, Villa Franca Realty, LLC (the “Developer”) intends to develop, redevelop and/or renovate a certain parcel of real property in the Township as more particularly described in Exhibit A attached hereto (the “TIF Site”) consisting of a commercial use (the “Development”); and

WHEREAS, in order to successfully develop the TIF Site, it is necessary to construct or to cause to be constructed certain public infrastructure improvements as defined in Section 5709.73(A)(6) of the Revised Code and as further described in Exhibit B attached hereto (the “Public Infrastructure Improvements”) that will directly benefit the TIF Site; and

WHEREAS, the Public Infrastructure Improvements and the Development are a public purpose of the Township, and provide the conditions necessary to permit the Township to lawfully exempt the TIF Site from real property taxation as authorized herein; and

WHEREAS, the presence of the Development in the Township will benefit the Township and its residents by creating economic opportunities, increasing local employment opportunities,

enlarging the property tax and income tax bases, and stimulating collateral development in the Township; and

WHEREAS, the Township has determined that it is necessary and appropriate and in the best interests of the Township to provide for service payments in lieu taxes with respect to the Improvement of the TIF Site, pursuant to Section 5709.74 of the Revised Code, to pay costs of the Public Infrastructure Improvements; and

WHEREAS, the Township has delivered to the Nordonia Hills School District (the “School District”) the written notification of this Resolution required by Sections 5709.73, 5709.83 and 5715.27 of the Revised Code.

WHEREAS, the Township has further delivered to the Cuyahoga Valley Career Center (the “Vocational School District”) the written notification of this Resolution required by Sections 5709.73, 5709.83 and 5715.27 of the Revised Code.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF NORTHFIELD CENTER TOWNSHIP, SUMMIT COUNTY, OHIO, THAT:

Section 1: The Public Infrastructure Improvements described in Exhibit B are hereby designated as those public improvements that directly benefit, or that once made will directly benefit, the TIF Site and the Township and, together with the balance of the Development, are determined to be necessary for the public health, safety and welfare, and a public purpose.

Section 2: Pursuant to and in accordance with the provisions of Section 5709.73(B) of the Revised Code, this Board of Trustees hereby finds and determines that 100% of the increase in the assessed value of the TIF Site that would first appear on the tax list and duplicate of real property after the effective date of this Resolution (which increase in assessed value is herein referred to as the “Improvement” or “Improvements” as defined in Section 5709.73(A)(6)) is a public purpose, and 100% of said Improvement is hereby declared to be a public purpose, for a period not to exceed 30 years and exempt from taxation commencing, for each parcel, with the first tax year that begins after the effective date of this Resolution and in which an improvement resulting from the construction of a structure on that parcel first appears and ending on the date the Improvements have been exempted from taxation for a period of 30 years (the “Exemption Period”); provided, however, that certain compensatory payments shall be paid to the School District and Vocational School District in the amounts and on the dates as provided in Section 4 herein.

Section 3: As provided in Section 5709.74 of the Revised Code, the owner or owners of the Improvements are hereby required to and shall pay the service payments in lieu of ad valorem real property taxes to the Summit County Fiscal Officer (unless otherwise authorized and directed in writing by the County of Summit) on or before the final dates for payment of real property taxes, which service payments in lieu of ad valorem real property taxes, together with any associated rollback payments shall be deposited in the Township Public Improvement Tax Increment Equivalent Fund

described in Section 4. Any late payments of service payments in lieu of ad valorem real property taxes be subject to penalty and bear interest at the then current rate established under Sections 323.121(B)(1) and 5703.47 of the Revised Code, as may hereinafter be amended, or any successor provisions thereto (the late payments together with the service payments in lieu of ad valorem real property taxes and rollback payments are referred to collectively as the “Service Payments”). This Board of Trustees hereby authorizes the President of the Board of Trustees, that Township Administrator and the Fiscal Officer, and other appropriate officers of the Township, to provide such information and certifications, and execute and deliver or accept delivery of such instruments, as are necessary or incidental to collect those Service Payments, and to make such arrangements as are necessary and proper for payment of the Service Payments.

Section 4: This Council hereby (a) establishes pursuant to and in accordance with the provisions of Section 5709.75 of the Revised Code, the East Aurora Road Corridor Public Improvement Municipal Tax Increment Equivalent Fund (the “Fund”) into which there shall be deposited all of the Service Payments with respect to the Improvements on the TIF Site by or on behalf of the Township, as provided in Section 5709.74 and 5079.75 of the Revised Code, and (b) agrees that moneys in the Fund shall be used solely for the purposes authorized in the Act, including for any or all of the following purposes:

- (i) to the School District and Vocational School District, a portion of the Service Payments received by the Township equal to the amount of the taxes that would have been payable to the School District and Vocational School District if the Improvements had not been exempted from taxation by this Resolution (the “School District Payments”);
- (ii) to pay any and all planning, engineering, acquisition, construction, installation, financing costs, and any and all other direct and indirect costs of the Public Infrastructure Improvements, including those costs set forth in Section 133.15(B) of the Revised Code; and
- (iii) to pay the interest and any premium on, and principal of, any loans entered into or bonds or notes or other obligations issued or by the Township or any other governmental entity to finance costs of the Public Infrastructure Improvements (including any amendment, replacement, refinancing, extension of such loans, bonds, notes or other obligations, collectively, the “Township Loan”) until such notes or bonds or other obligations or loans are paid in full, and to pay any trustee, administrative and other costs related to servicing the obligations and providing and replenishing a reserve fund and to pay any costs charged by the issuer of the obligations; and

The Fund shall be maintained in the custody of the Township and shall receive all distributions of Service Payments required to be made to the Township. The Fund shall remain in existence so long as the Service Payments are collected and used for

the aforesaid purposes, after which said Fund shall be dissolved in accordance with Section 5709.75.

- Section 5: This Board of Trustees hereby designates the Public Infrastructure Improvements described in Exhibit B as “Public Infrastructure Improvements” as defined in Section 5709.73(A)(6) of the Revised Code.
- Section 6: This Board of Trustees further hereby authorizes and directs the President of the Board of Trustees, the Township Administrator and the Fiscal Officer or other appropriate officers of the Township to sign and execute all documents and make such arrangements as are necessary and proper for (i) collection of the Service Payments to be deposited in the Fund, (ii) payment of the School District Payments and (iii) carrying out the provisions of this Resolution.
- Section 7: Pursuant to Section 5709.73(I) of the Revised Code, the Township Administrator is hereby directed to deliver or cause to be delivered a copy of this Resolution to the Director of the Ohio Development Services Agency (the “Director”) within 15 days after its passage. On or before March 31st of each year that the exemption set forth in Section 2 remains in effect, the Township Administrator or Fiscal Officer, or other authorized officer of this Township shall prepare and submit to the Director the status report required under Section 5709.73(I).
- Section 8: This Board of Trustees finds and determines that all formal actions of this Board of Trustees and of any of its committees concerning and relating to the passage of this Resolution were taken, and that all deliberations of this Board of Trustees and of any committees that resulted in those formal actions were held, in meetings open to the public in compliance with the law.
- Section 9: This Resolution shall take effect immediately upon its adoption.

Rich Reville, Chair

Russ Mazzola, Vice-Chair

Paul Beuscher, Trustee

Attest: _____

Andy LaGuardia, Fiscal Officer

Date of Adoption: _____

EXHIBIT A

TIF SITE

The real property located at 230 E. Aurora Rd., Northfield Center Township, Ohio 44067 and described as Permanent Parcel Number 4004481 in the Summit County Records.

EXHIBIT B

DESCRIPTION OF THE IMPROVEMENTS

The Public Infrastructure Improvements consist of the following, including, in each instance, the acquisition of interests in real estate and demolition and remediation related thereto:

- Construction of or improvements to public streets, utilities, pedestrian access and public facilities or improvements in and around the TIF Site or directly benefiting or serving the TIF Site, including off-street parking lots, facilities, or buildings, or on-street parking facilities, or any combination of off-street and on-street parking facilities and related equipment.
- Land acquisition of, environmental remediation of and demolition on the TIF Site, each within the meaning of “public infrastructure improvement” as defined in Section 5709.73(A)(6) of the Revised Code.
- The construction and provision of water and sewer lines, storm water drainage and retention, and flood remediation, and the provision of gas, electric, and communication service facilities for or related to the TIF Site, adjoining territory and other nearby areas.

EXHIBIT B

NORTHFIELD CENTER TOWNSHIP

RESOLUTION NO. 21-__/_

A RESOLUTION DECLARING THE IMPROVEMENTS TO CERTAIN REAL PROPERTY WITHIN THE TOWNSHIP TO BE A PUBLIC PURPOSE; DESCRIBING THE PUBLIC IMPROVEMENTS TO BE MADE TO DIRECTLY BENEFIT SUCH PARCELS; EXEMPTING SUCH IMPROVEMENTS FROM AD VALOREM REAL PROPERTY TAXATION; REQUIRING THE OWNER OF THE IMPROVEMENTS TO MAKE SERVICE PAYMENTS IN LIEU OF AD VALOREM REAL PROPERTY TAXES AND ESTABLISHING A TOWNSHIP PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND FOR THE DEPOSIT OF THE SERVICE PAYMENTS IN LIEU OF AD VALOREM REAL PROPERTY TAXES, ALL PURSUANT TO SECTIONS 5709.73, 5709.74 AND 5709.75 OF THE REVISED CODE; AND DECLARING AN EMERGENCY.

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WHEREAS, Jiffy Lube International, Inc. (the “Developer”) intends to develop, redevelop and/or renovate a certain parcel of real property in the Township as more particularly described in Exhibit A attached hereto (the “TIF Site”) consisting of a commercial use (the “Development”); and

WHEREAS, in order to successfully develop the TIF Site, it is necessary to construct or to cause to be constructed certain public infrastructure improvements as defined in Section 5709.73(A)(6) of the Revised Code and as further described in Exhibit B attached hereto (the “Public Infrastructure Improvements”) that will directly benefit the TIF Site; and

WHEREAS, the Public Infrastructure Improvements and the Development are a public purpose of the Township, and provide the conditions necessary to permit the Township to lawfully exempt the TIF Site from real property taxation as authorized herein; and

WHEREAS, the presence of the Development in the Township will benefit the Township and its residents by creating economic opportunities, increasing local employment opportunities,

enlarging the property tax and income tax bases, and stimulating collateral development in the Township; and

WHEREAS, the Township has determined that it is necessary and appropriate and in the best interests of the Township to provide for service payments in lieu taxes with respect to the Improvement of the TIF Site, pursuant to Section 5709.74 of the Revised Code, to pay costs of the Public Infrastructure Improvements; and

WHEREAS, the Township has delivered to the Nordonia Hills School District (the “School District”) the written notification of this Resolution required by Sections 5709.73, 5709.83 and 5715.27 of the Revised Code.

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Section 3: As provided in Section 5709.74 of the Revised Code, the owner or owners of the Improvements are hereby required to and shall pay the service payments in lieu of ad valorem real property taxes to the Summit County Fiscal Officer (unless otherwise authorized and directed in writing by the County of Summit) on or before the final dates for payment of real property taxes, which service payments in lieu of ad valorem real property taxes, together with any associated rollback payments shall be deposited in the Township Public Improvement Tax Increment Equivalent Fund

described in Section 4. Any late payments of service payments in lieu of ad valorem real property taxes be subject to penalty and bear interest at the then current rate established under Sections 323.121(B)(1) and 5703.47 of the Revised Code, as may hereinafter be amended, or any successor provisions thereto (the late payments together with the service payments in lieu of ad valorem real property taxes and rollback payments are referred to collectively as the “Service Payments”). This Board of Trustees hereby authorizes the President of the Board of Trustees, that Township Administrator and the Fiscal Officer, and other appropriate officers of the Township, to provide such information and certifications, and execute and deliver or accept delivery of such instruments, as are necessary or incidental to collect those Service Payments, and to make such arrangements as are necessary and proper for payment of the Service Payments.

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- (i) to the School District and Vocational School District, a portion of the Service Payments received by the Township equal to the amount of the taxes that would have been payable to the School District and Vocational School District if the Improvements had not been exempted from taxation by this Resolution (the “School District Payments”);
- (ii) to pay any and all planning, engineering, acquisition, construction, installation, financing costs, and any and all other direct and indirect costs of the Public Infrastructure Improvements, including those costs set forth in Section 133.15(B) of the Revised Code; and
- (iii) to pay the interest and any premium on, and principal of, any loans entered into or bonds or notes or other obligations issued or by the Township or any other governmental entity to finance costs of the Public Infrastructure Improvements (including any amendment, replacement, refinancing, extension of such loans, bonds, notes or other obligations, collectively, the “Township Loan”) until such notes or bonds or other obligations or loans are paid in full, and to pay any trustee, administrative and other costs related to servicing the obligations and providing and replenishing a reserve fund and to pay any costs charged by the issuer of the obligations; and

The Fund shall be maintained in the custody of the Township and shall receive all distributions of Service Payments required to be made to the Township. The Fund shall remain in existence so long as the Service Payments are collected and used for

the aforesaid purposes, after which said Fund shall be dissolved in accordance with Section 5709.75.

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- Section 7: Pursuant to Section 5709.73(I) of the Revised Code, the Township Administrator is hereby directed to deliver or cause to be delivered a copy of this Resolution to the Director of the Ohio Development Services Agency (the “Director”) within 15 days after its passage. On or before March 31st of each year that the exemption set forth in Section 2 remains in effect, the Township Administrator or Fiscal Officer, or other authorized officer of this Township shall prepare and submit to the Director the status report required under Section 5709.73(I).
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- Section 9: This Resolution shall take effect immediately upon its adoption.

Rich Reville, Chair

Russ Mazzola, Vice-Chair

Paul Beuscher, Trustee

Attest: _____

Andy LaGuardia, Fiscal Officer

Date of Adoption: _____

EXHIBIT A

TIF SITE

The real property located at 226 E. Aurora Rd., Northfield Center Township, Ohio 44067 and described as Permanent Parcel Number 4004482 in the Summit County Records.

EXHIBIT B

DESCRIPTION OF THE IMPROVEMENTS

The Public Infrastructure Improvements consist of the following, including, in each instance, the acquisition of interests in real estate and demolition and remediation related thereto:

- Construction of or improvements to public streets, utilities, pedestrian access and public facilities or improvements in and around the TIF Site or directly benefiting or serving the TIF Site, including off-street parking lots, facilities, or buildings, or on-street parking facilities, or any combination of off-street and on-street parking facilities and related equipment.
- Land acquisition of, environmental remediation of and demolition on the TIF Site, each within the meaning of “public infrastructure improvement” as defined in Section 5709.73(A)(7) of the Revised Code.
- The construction and provision of water and sewer lines, storm water drainage and retention, and flood remediation, and the provision of gas, electric, and communication service facilities for or related to the TIF Site, adjoining territory and other nearby areas.

SCHOOL COMPENSATION AGREEMENT

Among

NORTHFIELD CENTER TOWNSHIP, OHIO

And

**NORDONIA HILLS CITY SCHOOL DISTRICT
BOARD OF EDUCATION**

Dated as of May ____, 2021

THIS SCHOOL COMPENSATION AGREEMENT (the “Agreement”), made and entered into as of the ___ day of May, 2021, among NORTHFIELD CENTER TOWNSHIP, OHIO, a township and political subdivision of the State of Ohio (the **“Township”**) and the NORDONIA HILLS CITY SCHOOL DISTRICT BOARD OF EDUCATION, Summit County Ohio, a city school district and political subdivision of the State of Ohio (the **“School District”**).

WITNESSETH THAT:

WHEREAS, Sections 5709.73 et seq. of the Ohio Revised Code authorizes townships to grant tax increment financing real property tax exemptions for improvements declared to be for a public purpose, which exemptions exempt from taxation the increase in the value of the parcel of property after the effective date of the resolution granting such exemption (such increase in value of the exempted parcels being the **“Increased Value”**); and

WHEREAS, Section 5709.74 of the Ohio Revised Code further authorizes a township to require owners of improvements subject to a tax increment financing tax exemption to make annual payments to the township in lieu of taxes (**“Service Payments”**), which payments are approximately equivalent to the amount of real property tax which would be payable on the increase in the value of the parcel of property but for the exemption from taxation; and

WHEREAS, Section 5709.75 of the Ohio Revised Code further requires a township receiving payments in lieu of taxes to create a public improvement tax increment equivalent fund for deposit of the entire amount of such payments, to be used to pay the costs of public infrastructure improvements benefiting the parcels subject to the tax increment financing tax exemption and, if provided, to make payments to school districts impacted by exemption from taxation; and

WHEREAS, pursuant to a letter dated March 22, 2021, the Township notified the School District of its intent to grant an exemption (the **“TIF Exemption”**), as authorized by Section 5709.73, Ohio Revised Code, for improvements to certain real property located within the boundaries of the Township and the School District (such property, as more fully described in Exhibit A attached hereto and made a part hereof, being referred to hereinafter as the **“Exempted Property”** with each parcel comprising the Exempted Property as currently or subsequently configured being referred to individually as a **“Parcel”**); and

WHEREAS, the Board of Education of the School District (the **“School District Board”**) passed a resolution on _____, 2021 (the **“School District Resolution”**) approving the TIF Exemption on the condition that the parties hereto enter into this Agreement and waiving any remaining notice requirements related to the TIF Exemption under Sections 5709.73, 5709.83 and 5715.27 of the Ohio Revised Code; and

WHEREAS, the Township has, pursuant to a Resolution, adopted on _____, 2021 (the **“TIF Resolution”**), granted the TIF Exemption and authorized the execution of this Agreement; and

WHEREAS, Ohio Revised Code Sections 5709.73 and 5709.82 permit the Township and the School District Board to enter into this Agreement in order to compensate the School District for property taxes lost as a result of the TIF Exemption; and

NOW, THEREFORE, in consideration of the premises and the mutual covenants hereinafter described, the Township and School District covenant, agree and bind themselves as follows:

Section 1. Definitions.

“**Baseline Value**” means the Assessed Value of the Exempted Property immediately prior to the effective date of the TIF Resolution.

“**Tax Year**” means January 1 through December 31 of any given calendar year.

Section 2. Approval of the TIF Exemption; Compensation to School District While TIF Exemption in Effect.

(a) As provided in the School District Resolution, the School District approves the TIF Exemption for up to one hundred percent (100%) of the Increased Value to each Parcel included in the Exempted Property for the Exemption Period (as hereinafter defined) applicable thereto. The Improvement to any Parcel of the Exempted Property will be exempted from taxation for a period commencing with the tax year in which Increased Value of that Parcel attributable to new construction or renovation first appears on the tax list and duplicate of real and public utility property and that begins after the effective date of the TIF Resolution (the “**Commencement Date**”) and ending on the thirtieth (30th) anniversary of such Commencement Date (the “**Exemption Period**”). For the avoidance of doubt, it is understood that the TIF Exemption may commence in different tax years on a parcel-by-parcel basis, and may result in a different Exemption Period for each Parcel.

(b) With respect to any Tax Year during the Exemption Period, or any portion thereof, in which the School District would have received property tax payments derived from the Increased Value to the Parcels included in the Exempted Property but for the TIF Exemption, the Township shall pay the School District (but solely from the Service Payments received by the Township) an annual payment equal to 100% of the property tax payments that the School District would have received on the Increased Value to the Parcels included in the Exempted Property but for the TIF Exemption (the “**School TIF Compensation**”).

Section 3. Payment of Compensation. With respect to each Tax Year during the Exemption Period, the Township shall pay to the School District, by bank or cashier’s check or other mutually agreeable manner, the amount of its School TIF Compensation subject to the terms of

Section 2 hereof within thirty (30) days after the Township receives Service Payments from the Summit County Fiscal Officer for a Tax Year with respect to the Exempted Property.

Section 4. Resolution of Disputes. In the event the School District disputes the amount of the School TIF Compensation as paid by the Township, the School District shall certify the basis for the dispute and the amount that it claims is the correct amount of School TIF Compensation to be paid hereunder. Within fifteen (15) days thereafter, the Treasurer of the School District and the Township Fiscal Officer shall meet to discuss and resolve the dispute. In the event the parties are unable to mutually agree on the amount of School TIF Compensation, the parties shall next mutually select an impartial arbitrator to settle the dispute and determine the amount of the School TIF Compensation through final and binding arbitration. The cost of such arbitration shall be borne equally by the parties to the dispute in the event that they are able to mutually arrive at a settlement of such dispute. In the event that they are unable to arrive at a mutually acceptable settlement and the arbitrator is required to make a decision, the cost of such arbitration shall be borne by the losing party to such arbitration. The Township shall then pay such agreed amount or determined amount within 30 days thereafter.

Section 5. Application of Ohio Revised Code Section 5709.82. The School District acknowledges and agrees that this Agreement provides for the only compensation to be received by the School District from the Township in connection with real property tax exemptions granted pursuant to the TIF Resolution, and the compensation provided for herein is in lieu of any other compensation that may be provided for in Section 5709.82 of the Ohio Revised Code or elsewhere. The School District will not seek or be entitled to any other compensation from the Township.

Section 6. Statutory Amendments. In the event of amendments to the Ohio statutes that are the subject of this Agreement, or termination of this Agreement due to a court determination of invalidity, the parties agree to cooperate and exercise reasonable efforts to attempt to amend this Agreement as necessary to conform the Agreement to the amended statutes, or to attempt to restate this Agreement to correct any matter causing a determination of invalidity, in a manner preserving the present intent and effect of this Agreement. Any such amendment or restatement of this Agreement is conditioned on new authorization by the legislative authorities of the School Board and the Township.

Section 7. Notices. All notices, designations, certificates, requests or other communications under this Agreement shall be sufficiently given and shall be deemed given when mailed by registered or certified mail, postage prepaid addressed to the following addresses:

To the School District: Nordon Hills City School District
Board of Education
9370 Olde Eight Road
Northfield, OH 44067
Attn: Superintendent and Business Director

To the Township: Northfield Center Township
9546 Brandywine Road
Northfield Center, Ohio 44067
Attn: Township Administrator

Section 10. Duration of Agreement; Amendment. This Agreement shall become effective on the date that it is executed and delivered and shall remain in effect for such period as any tax exemptions pursuant to Section 5709.73 through 5709.75 of the Ohio Revised Code are in effect with respect to the Exempted Property. This Agreement may be amended only by mutual agreement of the parties hereto. No amendment to this Agreement shall be effective unless it is contained in a written document approved through legal process and signed on behalf of all parties hereto by duly authorized representatives.

Section 11. Waiver. No waiver by the Township or the School District of the performance of any terms or provision hereof shall constitute, or be construed as, a continuing waiver of performance of the same or any other term or provision hereof.

Section 12. Merger; Entire Agreement. This Agreement sets forth the entire agreement and understanding between the parties as to the subject matter contained herein and merges and supersedes all prior discussion, agreements, and undertakings of every kind or nature between the parties with respect to the subject matter of this Agreement.

Section 13. Binding Nature. This Agreement shall inure to the benefit of and shall be binding upon the parties hereto and their respective successors and assigns.

Section 14. Filing of Agreement. The Township Administrator shall file an executed copy of this Agreement with the Summit County Fiscal Officer.

Section 15. Severability. Should any portion of this Agreement be declared by a court of competent jurisdiction to be unconstitutional, invalid or otherwise unlawful, such decision shall not effect the entire agreement but only that part declared to be unconstitutional, invalid or illegal and this Agreement shall be construed in all respects as if any invalid portions were omitted.

Section 16. Counterparts; Captions. This Agreement may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same Agreement. Captions have been provided herein for the convenience of the reader and shall not affect the construction of this Agreement.

[Signatures follow on the next page.]

IN WITNESS WHEREOF, the Township and the School District have caused this Agreement to be executed in their respective names by their duly authorized officers all as of the date hereinbefore written.

NORTHFIELD CENTER TOWNSHIP, OHIO

By: _____
Rich Reville, Chair

By: _____
Russ Mazzola, Vice-Chair

By: _____
Paul Buescher, Trustee

**NORDONIA HILLS CITY SCHOOL DISTRICT
BOARD OF EDUCATION**

By: _____
Chad Lahrmer, Board President

By: _____
Dr. Joseph P. Clark, Superintendent

By: _____
Karen E. Obratil, Treasurer/CFO

EXHIBIT A

DESCRIPTION OF THE "EXEMPTED PROPERTY"

The Exempted Property by Summit County Fiscal Officer Parcel ID:

4004482

FISCAL OFFICER CERTIFICATES

The undersigned, Fiscal Officer of the Township, hereby certifies that the moneys required to meet the obligations, if any, of the Township during the year 2021 under the foregoing School Compensation Agreement have been lawfully appropriated by the Board of Trustees of the Township for such purpose and are in the treasury of the Township or in the process of collection to the credit of an appropriate fund, free from any previous encumbrances. This Certificate is given in compliance with Section 5705.41, Ohio Revised Code.

Fiscal Officer

Dated: _____, 2021

SCHOOL COMPENSATION AGREEMENT

Among

NORTHFIELD CENTER TOWNSHIP, OHIO

And

**NORDONIA HILLS CITY SCHOOL DISTRICT
BOARD OF EDUCATION**

Dated as of May ____, 2021

THIS SCHOOL COMPENSATION AGREEMENT (the “Agreement”), made and entered into as of the ___ day of May, 2021, among NORTHFIELD CENTER TOWNSHIP, OHIO, a township and political subdivision of the State of Ohio (the **“Township”**) and the NORDONIA HILLS CITY SCHOOL DISTRICT BOARD OF EDUCATION, Summit County Ohio, a city school district and political subdivision of the State of Ohio (the **“School District”**).

WITNESSETH THAT:

WHEREAS, Sections 5709.73 et seq. of the Ohio Revised Code authorizes townships to grant tax increment financing real property tax exemptions for improvements declared to be for a public purpose, which exemptions exempt from taxation the increase in the value of the parcel of property after the effective date of the resolution granting such exemption (such increase in value of the exempted parcels being the **“Increased Value”**); and

WHEREAS, Section 5709.74 of the Ohio Revised Code further authorizes a township to require owners of improvements subject to a tax increment financing tax exemption to make annual payments to the township in lieu of taxes (**“Service Payments”**), which payments are approximately equivalent to the amount of real property tax which would be payable on the increase in the value of the parcel of property but for the exemption from taxation; and

WHEREAS, Section 5709.75 of the Ohio Revised Code further requires a township receiving payments in lieu of taxes to create a public improvement tax increment equivalent fund for deposit of the entire amount of such payments, to be used to pay the costs of public infrastructure improvements benefiting the parcels subject to the tax increment financing tax exemption and, if provided, to make payments to school districts impacted by exemption from taxation; and

WHEREAS, pursuant to a letter dated March 22, 2021, the Township notified the School District of its intent to grant an exemption (the **“TIF Exemption”**), as authorized by Section 5709.73, Ohio Revised Code, for improvements to certain real property located within the boundaries of the Township and the School District (such property, as more fully described in Exhibit A attached hereto and made a part hereof, being referred to hereinafter as the **“Exempted Property”** with each parcel comprising the Exempted Property as currently or subsequently configured being referred to individually as a **“Parcel”**); and

WHEREAS, the Board of Education of the School District (the **“School District Board”**) passed a resolution on _____, 2021 (the **“School District Resolution”**) approving the TIF Exemption on the condition that the parties hereto enter into this Agreement and waiving any remaining notice requirements related to the TIF Exemption under Sections 5709.73, 5709.83 and 5715.27 of the Ohio Revised Code; and

WHEREAS, the Township has, pursuant to a Resolution, adopted on _____, 2021 (the **“TIF Resolution”**), granted the TIF Exemption and authorized the execution of this Agreement; and

WHEREAS, Ohio Revised Code Sections 5709.73 and 5709.82 permit the Township and the School District Board to enter into this Agreement in order to compensate the School District for property taxes lost as a result of the TIF Exemption; and

NOW, THEREFORE, in consideration of the premises and the mutual covenants hereinafter described, the Township and School District covenant, agree and bind themselves as follows:

Section 1. Definitions.

“**Baseline Value**” means the Assessed Value of the Exempted Property immediately prior to the effective date of the TIF Resolution.

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Section 2. Approval of the TIF Exemption; Compensation to School District While TIF Exemption in Effect.

(a) As provided in the School District Resolution, the School District approves the TIF Exemption for up to one hundred percent (100%) of the Increased Value to each Parcel included in the Exempted Property for the Exemption Period (as hereinafter defined) applicable thereto. The Improvement to any Parcel of the Exempted Property will be exempted from taxation for a period commencing with the tax year in which Increased Value of that Parcel attributable to new construction or renovation first appears on the tax list and duplicate of real and public utility property and that begins after the effective date of the TIF Resolution (the “**Commencement Date**”) and ending on the thirtieth (30th) anniversary of such Commencement Date (the “**Exemption Period**”). For the avoidance of doubt, it is understood that the TIF Exemption may commence in different tax years on a parcel-by-parcel basis, and may result in a different Exemption Period for each Parcel.

(b) With respect to any Tax Year during the Exemption Period, or any portion thereof, in which the School District would have received property tax payments derived from the Increased Value to the Parcels included in the Exempted Property but for the TIF Exemption, the Township shall pay the School District (but solely from the Service Payments received by the Township) an annual payment equal to 100% of the property tax payments that the School District would have received on the Increased Value to the Parcels included in the Exempted Property but for the TIF Exemption (the “**School TIF Compensation**”).

Section 3. Payment of Compensation. With respect to each Tax Year during the Exemption Period, the Township shall pay to the School District, by bank or cashier’s check or other mutually agreeable manner, the amount of its School TIF Compensation subject to the terms of

Section 2 hereof within thirty (30) days after the Township receives Service Payments from the Summit County Fiscal Officer for a Tax Year with respect to the Exempted Property.

Section 4. Resolution of Disputes. In the event the School District disputes the amount of the School TIF Compensation as paid by the Township, the School District shall certify the basis for the dispute and the amount that it claims is the correct amount of School TIF Compensation to be paid hereunder. Within fifteen (15) days thereafter, the Treasurer of the School District and the Township Fiscal Officer shall meet to discuss and resolve the dispute. In the event the parties are unable to mutually agree on the amount of School TIF Compensation, the parties shall next mutually select an impartial arbitrator to settle the dispute and determine the amount of the School TIF Compensation through final and binding arbitration. The cost of such arbitration shall be borne equally by the parties to the dispute in the event that they are able to mutually arrive at a settlement of such dispute. In the event that they are unable to arrive at a mutually acceptable settlement and the arbitrator is required to make a decision, the cost of such arbitration shall be borne by the losing party to such arbitration. The Township shall then pay such agreed amount or determined amount within 30 days thereafter.

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Section 6. Statutory Amendments. In the event of amendments to the Ohio statutes that are the subject of this Agreement, or termination of this Agreement due to a court determination of invalidity, the parties agree to cooperate and exercise reasonable efforts to attempt to amend this Agreement as necessary to conform the Agreement to the amended statutes, or to attempt to restate this Agreement to correct any matter causing a determination of invalidity, in a manner preserving the present intent and effect of this Agreement. Any such amendment or restatement of this Agreement is conditioned on new authorization by the legislative authorities of the School Board and the Township.

Section 7. Notices. All notices, designations, certificates, requests or other communications under this Agreement shall be sufficiently given and shall be deemed given when mailed by registered or certified mail, postage prepaid addressed to the following addresses:

To the School District: Nordon Hills City School District
Board of Education
9370 Olde Eight Road
Northfield, OH 44067
Attn: Superintendent and Business Director

To the Township: Northfield Center Township
9546 Brandywine Road
Northfield Center, Ohio 44067
Attn: Township Administrator

Section 10. Duration of Agreement; Amendment. This Agreement shall become effective on the date that it is executed and delivered and shall remain in effect for such period as any tax exemptions pursuant to Section 5709.73 through 5709.75 of the Ohio Revised Code are in effect with respect to the Exempted Property. This Agreement may be amended only by mutual agreement of the parties hereto. No amendment to this Agreement shall be effective unless it is contained in a written document approved through legal process and signed on behalf of all parties hereto by duly authorized representatives.

Section 11. Waiver. No waiver by the Township or the School District of the performance of any terms or provision hereof shall constitute, or be construed as, a continuing waiver of performance of the same or any other term or provision hereof.

Section 12. Merger; Entire Agreement. This Agreement sets forth the entire agreement and understanding between the parties as to the subject matter contained herein and merges and supersedes all prior discussion, agreements, and undertakings of every kind or nature between the parties with respect to the subject matter of this Agreement.

Section 13. Binding Nature. This Agreement shall inure to the benefit of and shall be binding upon the parties hereto and their respective successors and assigns.

Section 14. Filing of Agreement. The Township Administrator shall file an executed copy of this Agreement with the Summit County Fiscal Officer.

Section 15. Severability. Should any portion of this Agreement be declared by a court of competent jurisdiction to be unconstitutional, invalid or otherwise unlawful, such decision shall not effect the entire agreement but only that part declared to be unconstitutional, invalid or illegal and this Agreement shall be construed in all respects as if any invalid portions were omitted.

Section 16. Counterparts; Captions. This Agreement may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same Agreement. Captions have been provided herein for the convenience of the reader and shall not affect the construction of this Agreement.

[Signatures follow on the next page.]

IN WITNESS WHEREOF, the Township and the School District have caused this Agreement to be executed in their respective names by their duly authorized officers all as of the date hereinbefore written.

NORTHFIELD CENTER TOWNSHIP, OHIO

By: _____
Rich Reville, Chair

By: _____
Russ Mazzola, Vice-Chair

By: _____
Paul Buescher, Trustee

**NORDONIA HILLS CITY SCHOOL DISTRICT
BOARD OF EDUCATION**

By: _____
Chad Lahrmer, Board President

By: _____
Dr. Joseph P. Clark, Superintendent

By: _____
Karen E. Obratil, Treasurer/CFO

EXHIBIT A

DESCRIPTION OF THE "EXEMPTED PROPERTY"

The Exempted Property by Summit County Fiscal Officer Parcel ID:

4004481

FISCAL OFFICER CERTIFICATES

The undersigned, Fiscal Officer of the Township, hereby certifies that the moneys required to meet the obligations, if any, of the Township during the year 2021 under the foregoing School Compensation Agreement have been lawfully appropriated by the Board of Trustees of the Township for such purpose and are in the treasury of the Township or in the process of collection to the credit of an appropriate fund, free from any previous encumbrances. This Certificate is given in compliance with Section 5705.41, Ohio Revised Code.

Fiscal Officer

Dated: _____, 2021

RESOLUTION WAIVING REQUIRED NOTICE
FROM NORTHFIELD CENTER TOWNSHIP, OHIO
IN CONNECTION WITH A TIF RESOLUTION
TO BE ADOPTED BY NORTHFIELD CENTER TOWNSHIP, OHIO;
RESOLUTION APPROVING A COMPENSATION
AGREEMENT WITH NORTHFIELD CENTER TOWNSHIP, OHIO
AND MAKING RELATED AUTHORIZATIONS

The Board of Education of the Nordonia Hills City School District, Summit County, Ohio, met in regular session on the 26th day of April, 2021, in the offices of the Board with the following members present:

The Treasurer advised the Board that the notice requirements of R.C. 121.22 and Section 12 of H.B. 197 and any amendments thereto, and the implementing rules adopted by the Board pursuant thereto, were complied with for the meeting.

_____ moved the adoption of the following resolution:

WHEREAS, the Trustees of the Northfield Center Township, Ohio (the "Township"), desire to adopt Resolution No. _____ pursuant to §5709.73 of the Ohio Revised Code (the "TIF Resolution"), pursuant to which the ad valorem real property taxes on one hundred (100%) of the increase of the assessed value of the improvements to certain real property located within the boundaries of the Township, being parcel number 4004481 (the "Project"), would be paid by the owner of the Project as service payments, starting upon the offering date of the TIF Resolution until a date thirty (30) years after the effective date of the TIF Resolution, a copy of which is attached hereto as Exhibit A; and

WHEREAS, in order for the Township to require the payment of service payments for a period of thirty (30) years in the amount of one hundred percent (100%) of the ad valorem real property taxes as set forth under the TIF Resolution, it is necessary for the Board to approve the TIF prior to the adoption of the TIF Resolution by the Township Trustees; and

WHEREAS, pursuant to O.R.C. §5709.73, the Township is required to provide the Board with notice of the TIF Resolution at least forty-five (45) business days prior to its approval, unless such notice is waived by the Board; and

WHEREAS, pursuant to O.R.C. §5709.83, the Township is required to provide the Board with notice of the TIF Resolution at least fourteen (14) days prior to its approval, unless such notice is waived by the Board; and

WHEREAS, the Township and the Board have negotiated regarding the terms of a School Compensation Agreement (the “Compensation Agreement”), substantially in the form attached hereto as Exhibit B and incorporated herein by reference, pursuant to which the Township would make annual payments in lieu of taxes to the Board as a result of the TIF Resolution; and

WHEREAS, in return for the compensation to be provided to the Board pursuant to the Compensation Agreement, the City has requested that the Board (a) approve the thirty (30) year, one hundred percent (100%) exemption to be provided under the TIF Resolution, (b) waive all required statutory notices associated with the passage of the TIF Resolution, and (c) provide other related approvals with respect to the TIF Resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Nordonia Hills City School District, Summit County, Ohio, that:

Section 1. The Board has received copies of the TIF Resolution and the Compensation Agreement, which are attached hereto as Exhibits A and B, respectively.

Section 2. Conditioned expressly upon the Township’s approval of the TIF Resolution, substantially in the form as set forth in Exhibit A hereto, the Board hereby approves and authorizes the following:

- A. In return for the compensation to be provided to the Board pursuant to the Compensation Agreement, the Board hereby (i) approves the TIF Resolution and the exemption provided therein, (ii) waives the forty-five (45) business day notice required pursuant to O.R.C. §5709.73, (iii) waives the fourteen (14) day notice required pursuant to O.R.C. §5709.83, and (iv) agrees that the compensation to be provided to the Board pursuant to the Compensation Agreement is in lieu of any other compensation that may be provided to the School District under O.R.C. §5709.82.
- B. The Board hereby approves the Compensation Agreement substantially in the form attached hereto as Exhibit B, and authorizes the Superintendent, President of the Board, and the Treasurer/CFO, in the name and on behalf of the Board, to execute and deliver the Compensation Agreement in substantially its current form, with only such changes that are not materially adverse to the School District, that are permitted by law, and that are approved by the persons executing the Compensation Agreement.

Section 3. It is found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in these formal actions were in compliance with the law.

Section 4: It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of the Board, and that all deliberations of this Board and any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and Section 12 of H.B. 197 and any amendments thereto.

_____ seconded the Motion and upon roll call, the vote resulted as follows:

Motion passed and adopted this 26th day of April, 2021.

President, Board of Education

ATTEST:

Treasurer

Date

RESOLUTION WAIVING REQUIRED NOTICE
FROM NORTHFIELD CENTER TOWNSHIP, OHIO
IN CONNECTION WITH A TIF RESOLUTION
TO BE ADOPTED BY NORTHFIELD CENTER TOWNSHIP, OHIO;
RESOLUTION APPROVING A COMPENSATION
AGREEMENT WITH NORTHFIELD CENTER TOWNSHIP, OHIO
AND MAKING RELATED AUTHORIZATIONS

The Board of Education of the Nordonia Hills City School District, Summit County, Ohio, met in regular session on the 26th day of April, 2021, in the offices of the Board with the following members present:

The Treasurer advised the Board that the notice requirements of R.C. 121.22 and Section 12 of H.B. 197 and any amendments thereto, and the implementing rules adopted by the Board pursuant thereto, were complied with for the meeting.

_____ moved the adoption of the following resolution:

WHEREAS, the Trustees of the Northfield Center Township, Ohio (the "Township"), desire to adopt Resolution No. _____ pursuant to §5709.73 of the Ohio Revised Code (the "TIF Resolution"), pursuant to which the ad valorem real property taxes on one hundred (100%) of the increase of the assessed value of the improvements to certain real property located within the boundaries of the Township, being parcel number 4004482 (the "Project"), would be paid by the owner of the Project as service payments, starting upon the offering date of the TIF Resolution until a date thirty (30) years after the effective date of the TIF Resolution, a copy of which is attached hereto as Exhibit A; and

WHEREAS, in order for the Township to require the payment of service payments for a period of thirty (30) years in the amount of one hundred percent (100%) of the ad valorem real property taxes as set forth under the TIF Resolution, it is necessary for the Board to approve the TIF prior to the adoption of the TIF Resolution by the Township Trustees; and

WHEREAS, pursuant to O.R.C. §5709.73, the Township is required to provide the Board with notice of the TIF Resolution at least forty-five (45) business days prior to its approval, unless such notice is waived by the Board; and

WHEREAS, pursuant to O.R.C. §5709.83, the Township is required to provide the Board with notice of the TIF Resolution at least fourteen (14) days prior to its approval, unless such notice is waived by the Board; and

WHEREAS, the Township and the Board have negotiated regarding the terms of a School Compensation Agreement (the “Compensation Agreement”), substantially in the form attached hereto as Exhibit B and incorporated herein by reference, pursuant to which the Township would make annual payments in lieu of taxes to the Board as a result of the TIF Resolution; and

WHEREAS, in return for the compensation to be provided to the Board pursuant to the Compensation Agreement, the City has requested that the Board (a) approve the thirty (30) year, one hundred percent (100%) exemption to be provided under the TIF Resolution, (b) waive all required statutory notices associated with the passage of the TIF Resolution, and (c) provide other related approvals with respect to the TIF Resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Nordonia Hills City School District, Summit County, Ohio, that:

Section 1. The Board has received copies of the TIF Resolution and the Compensation Agreement, which are attached hereto as Exhibits A and B, respectively.

Section 2. Conditioned expressly upon the Township’s approval of the TIF Resolution, substantially in the form as set forth in Exhibit A hereto, the Board hereby approves and authorizes the following:

- A. In return for the compensation to be provided to the Board pursuant to the Compensation Agreement, the Board hereby (i) approves the TIF Resolution and the exemption provided therein, (ii) waives the forty-five (45) business day notice required pursuant to O.R.C. §5709.73, (iii) waives the fourteen (14) day notice required pursuant to O.R.C. §5709.83, and (iv) agrees that the compensation to be provided to the Board pursuant to the Compensation Agreement is in lieu of any other compensation that may be provided to the School District under O.R.C. §5709.82.
- B. The Board hereby approves the Compensation Agreement substantially in the form attached hereto as Exhibit B, and authorizes the Superintendent, President of the Board, and the Treasurer/CFO, in the name and on behalf of the Board, to execute and deliver the Compensation Agreement in substantially its current form, with only such changes that are not materially adverse to the School District, that are permitted by law, and that are approved by the persons executing the Compensation Agreement.

Section 3. It is found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in these formal actions were in compliance with the law.

Section 4: It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of the Board, and that all deliberations of this Board and any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and Section 12 of H.B. 197 and any amendments thereto.

_____ seconded the Motion and upon roll call, the vote resulted as follows:

Motion passed and adopted this 26th day of April, 2021.

President, Board of Education

ATTEST:

Treasurer

Date

AGREEMENT

THIS AGREEMENT (“Agreement”) is made and entered into as of the 26th day of April, 2021, by and between **NORDONIA HILLS CITY SCHOOL DISTRICT (“District”) BOARD OF EDUCATION** (“Board”) and the **AKRON AREA YMCA**, an Ohio not-for-profit corporation (“YMCA”).

In consideration of the mutual covenants and provisions herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Board and the YMCA agree as follows:

1. Use of Premises. For and in consideration of the terms set forth herein, the Board does hereby grant to the YMCA the exclusive right to use certain space in Northfield, Ledgeview, Rushwood and Lee Eaton Schools (“Building”) during program operational hours as defined in Section 2, only. Building space shall include: Building gymnasiums, cafeterias, restrooms and hallways (the “Premises”).

2. Term. The Term of this Agreement (“Term”) shall commence on July 1, 2021 (the “Commencement Date”) and shall terminate June 30, 2022, unless terminated earlier pursuant to the terms of this Agreement. Either party may terminate this Agreement upon ninety (90) days written notice to the other party without penalty. If, however, the YMCA or any of its directors, employees, or agents working at the Premises is accused of any act involving moral turpitude under any law or otherwise tending to bring the Board into public disrepute, contempt, scandal, or ridicule, the Board shall have the right to terminate this Agreement upon thirty (30) days written notice.

During the Term, the YMCA shall have the right to use the Premises as a licensed child care Before and After School Enrichment Program from 6:00 am until 7:00 pm up to five (5) days a week, Mondays through Fridays, when the school district is in session, in accordance with the dates set forth in Appendix A, attached and incorporated into this Agreement (the “Program”).

The YMCA shall have an access key to enter the Building and shall be permitted to enter the Building and use the Premises as is reasonably requested by the YMCA outside of the foregoing hours of operation. In addition, the YMCA shall be permitted use of the Premises for set-up, clean-up, meetings, conferences, and other administrative purposes with obtaining the prior consent of the Board.

During such time as when school is in session during the regular school year, the YMCA shall pay to the Board a monthly facility rental fee of Fifty Dollars (\$50.00) per site for services. Payment shall be due by the twenty-fifth (25th) day of the following month. Payment shall be made by check payable to the Nardonias Hills City School District and provided directly to the Board’s treasurer’s office.

Due to the COVID-19 Pandemic:

- the YMCA may bus children from the Longwood YMCA to the elementary schools for Before Care.

- The YMCA may bus children from the elementary schools to the Longwood YMCA for After Care.
- Rental fee shall be waived if the YMCA uses the YMCA as the location for Before and After School Care.

3. **Compliance with Laws.** The YMCA, at its sole expense, shall comply with all present and future federal, state and local laws, statutes, ordinances, rules and regulations applicable to its use of the Premises, including the Ohio Department of Job and Family Services' mandates regarding the maximum number of children permitted to receive child care services at a location the size of the Premises.

4. **Confidentiality of Student Information.** YMCA acknowledges that the Board is obligated to comply with the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g ("FERPA") to maintain the confidentiality of personally-identifiable student information and education records. YMCA agrees to provide appropriate training regarding FERPA to any individual assigned to perform services under this Agreement to ensure confidentiality of personally-identifiable student information and education records.

5. **YMCA Obligations.** The day care services provided by the YMCA (the "Program") will serve District school children, grades kindergarten through six. The YMCA will not provide transportation for students enrolled in the Program. Children who are residents of the District but who do not attend District public schools may participate. Kindergartners who attend morning classes are eligible for before school care. Kindergartners who attend afternoon classes are eligible for after school care. There is no Program care during the day while school is in session. YMCA will furnish a list of students serviced by YMCA to the Board's Superintendent on a quarterly basis upon request.

- a. **Licensing:** YMCA is solely responsible for ensuring that YMCA, the Program, and all employees of YMCA are licensed pursuant to all applicable laws to provide the services set forth under this Agreement. One child care staff member, with State of Ohio Accreditation, will be designated as the on-site director. This individual will receive supervision from the YMCA's Program Director. The on-site director will supervise the other Program staff members, all of whom shall be employees of YMCA. YMCA shall comply with all applicable laws and State licensing requirements including, but not limited to, requiring all employees to provide YMCA with a medical form signed by a physician or certified nurse practitioner.
- b. **Personnel:** YMCA agrees that at all times it will have at least one employee on duty who is certified in CPR, First Aid, Communicable Diseases, and who has completed Child Abuse and Neglect training. The YMCA affirms that all YMCA employees providing on-site service for the Program have passed a criminal background check conducted by BCII and/or FBI

pursuant to O.A.C. § 5101:2-12-09. Record of documentation will be kept on file at with the YMCA on the premises of the program. A list of all names of all YMCA employees will be given to the District.

- c. **Management of the Program:** YMCA is responsible for managing and administering the Program, will solely determine the fees to be charged for participation in the Program, and will retain all fees collected from participants in the Program. The YMCA has the sole right to determine whether any participant is qualified to participate in the Program, or should be removed from the Program, based on its established non-discriminatory qualification guidelines. District parents, school administration, and teachers who have any questions or concerns can bring those to the attention of the Program Director. Such questions or concerns can be expressed by phone call, letter or a meeting with the appropriate parties. YMCA will disclose to the Board any complaints and the resolution of those complaints that are lodged against the Program through the State of Ohio, Daycare Licensing Agency.
- d. **Independent Contractor Status:** The parties are acting herein as independent contractors and independent employers. Nothing herein contained shall create or be construed as creating a partnership, joint venture or agency relationship between any of the parties and no party shall have the authority to bind the other in any respect. The parties expressly acknowledge and agree that YMCA is an independent contractor of the Board. Employees of YMCA who manage and operate the Program shall not be considered employees of the District for any purpose and shall not hold themselves out to be such in any manner. Further, through appropriate badge or attire, employees of YMCA shall be suitably identified as not being employees of the District. YMCA shall be solely responsible for all federal, state and local withholding requirements, unemployment taxes, workers compensation premiums, employee benefits including but not limited to health care and retirement benefits for all YMCA employees and shall indemnify and save the District absolutely harmless therefrom. YMCA specifically agrees that the District has no obligation to contribute for or enroll any YMCA employees in any State Retirement systems (i.e., STRS, PERS, SERS). Further, YMCA agrees to indemnify and hold the District harmless regarding any claim by any agency for benefit contributions relative to the employees provided under this Agreement, including, but not limited to, any retirement contributions, penalties, or interest sought by any State Retirement system. This indemnification provision shall survive the expiration of this Agreement. Further, YMCA shall be solely responsible for paying all wages and benefits to its employees, including contribution and enrollment for eligible employees' retirement through the YMCA Retirement Fund if applicable. In addition, YMCA shall also be solely responsible for hiring, training, scheduling, evaluating, supervising and terminating all YMCA employees. The District shall have no obligation whatsoever to YMCA with regard to such matters, and YMCA agrees to

indemnify and save the District absolutely harmless from any claims, costs, judgments and expenses, including attorney fees, relating to, arising out of, or connected with such matters.

- e. **Parent Handbook**: YMCA shall provide a comprehensive Parent Handbook which sets forth the rules, policies, procedures, and practices of the Program. The Parent Handbook will be in accordance with daycare licensing regulations and include procedures and policies such as:
 - i. Incident reports;
 - ii. Signing children in and out of care;
 - iii. Individuals authorized to pick up children;
 - iv. Parent conferences;
 - v. Sick children;
 - vi. Registration procedures;
 - vii. Discipline policy;
 - viii. Fees and schedule of payments;
 - ix. Daily parent involvement;
 - x. Snacks;
 - xi. School problems; and,
 - xii. School closings.

- f. **Program**: YMCA shall provide structured daily programming for students enrolled in the Program, the schedule for which shall be shared with the building Principal. As part of such programming, YMCA shall provide students with daily snacks, materials, supplies and equipment for scheduled activities.

- g. **Communication**: YMCA agrees to maintain communication with District staff regarding the Program and any changes in the YMCA staff. YMCA further agrees to maintain effective communication with families of students enrolled in the Program, and to promote District events/activities/programs to families enrolled in the Program.

6. **Indemnification**. The YMCA shall indemnify and hold the Board harmless against any and all claims, liabilities, damages or losses, and any attorneys' fees and other incidental expenses, resulting from injury or death of any person or damage to property occurring in conjunction with the YMCA's use and occupancy of the Premises, unless the death, injury or damage was sustained as a result of any tortious or negligent act of the Board or of its employees, agents or contractors, or by reason of the breach of any of the Board's obligations under this Agreement. The Board shall indemnify and hold the YMCA harmless against any and all claims, liabilities, damages or losses, and any attorneys' fees and other incidental expenses, resulting from injury or death of any person or damage to property that is not the result of any action by the YMCA in conjunction with the YMCA's use and occupancy of the Premises.

7. **Maintenance**.

7.1 Board's Maintenance and Repairs. The Board, at its expense, shall perform all repairs and maintenance of the Premises and make all replacements as are necessary to keep the Premises in reasonably good order, condition and repair, and in compliance with all governmental and quasi-governmental rules and regulations. The Board agrees to repair, replace or pay the cost of any loss or damage done by the District to YMCA equipment, furniture or fixtures.

7.2 YMCA's Maintenance and Repairs. The YMCA agrees to leave the Premises in a neat/clean condition at the end of each morning and evening program. The YMCA agrees that it will not intentionally or through gross negligence cause or permit any damage to the Premises. In addition, the YMCA will reimburse the Board for the reasonable cost of any repair, replacement or restoration resulting from any damage to the Premises caused solely by the grossly negligent acts or omissions of the YMCA or by a breach by the YMCA of its obligations under this Agreement.

8. Default.

8.1 YMCA's Default. The YMCA shall be in default of this Agreement if the YMCA fails to perform any duty or obligation imposed by this Agreement and the default continues for a period of thirty (30) days after written notice is given to YMCA by the Board, or for an unreasonable period of time if thirty (30) days is not sufficient time to repair, remedy or correct such default.

8.2 Board's Default. The Board shall be in default of this Agreement if Board fails to perform any duty or obligation imposed by this Agreement and the default continues for a period of thirty (30) days after written notice is given to Board by the YMCA or for an unreasonable period of time if thirty (30) days is not sufficient time to repair, remedy or correct such default.

8.3 Remedies. In the event of a default, the non-defaulting party may terminate this Agreement and thereafter have all rights and remedies provided in law or equity.

9. **Assignment and Subletting.** YMCA shall not assign, sublet or otherwise transfer its interest in this Agreement without the prior consent of the Board, which may be withheld in the Board's sole discretion.

10. **Personal Property.** All trade fixtures, furnishings, equipment and other personal property placed or maintained in the Building or the Premises by YMCA shall remain the property of YMCA at all times and shall be removed by YMCA upon the expiration of the Term.

11. **Insurance.** The Board, at its sole expense, shall maintain a comprehensive general liability insurance policy which provides coverage of at least one million dollars for property damage (each occurrence), one million dollars for bodily injury (each occurrence), and not less than a combined single limit of two million dollars. The YMCA, at its sole expense, shall maintain throughout the Term of the Agreement and any extension thereof comprehensive general liability insurance policy which provides coverage of one million dollars for property damage (each occurrence), one million dollars for bodily injury (each occurrence), one million dollars for sexual

enforcement of the amendment is sought. This Agreement may be executed in any number of counterparts, each of which, when so executed and delivered, shall be deemed an original, but such counterparts together shall constitute but one and same instrument.

17. **Captions.** The captions of this Agreement are for convenience of reference only and shall not be considered in the construction of any provisions of this Agreement.

(Signatures on the Following Page)

IN WITNESS WHEREOF, the parties have hereunto set their hands on the day and the place first above written.

**NORDONIA HILLS CITY SCHOOL
DISTRICT BOARD OF EDUCATION**

By: _____

Name: _____

Its: _____

AKRON AREA YMCA

By: Jill Kolesar 4-12-2021

Name: Jill Kolesar

Its: President & CEO

APPENDIX A

Out of School Time Dates:



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

April 7, 2021

Letter of Agreement

**Akron Area YMCA
Association
Services Office**

50 S. Main St.
Suite LL-100
Akron, OH 44308
P 330-376-1335
F 330-376-0630

Longwood YMCA

8761 Shepard Rd.
Macedonia, OH 44056
P 330-467-8366
F 234-808-4098

This agreement between the Nardon Hills City Schools ("School") and the Longwood Branch YMCA of the Young Men's Christian Association of Akron Ohio, Inc. (YMCA) and the Y's Phoenix Programs are for educational and diversion services to youth currently at risk of suspension.

WHEREAS, the School seeks to facilitate the educational/disciplinary process for those youth, grades 7-12, who are at risk of suspension from their school. WHEREAS, Y's Phoenix Programs identified at the Nardon Hills High School site as the Phoenix Alternative Learning Environment (P.A.L.E.), provide educational, counseling, habilitative, and rehabilitative services to all referred youth. NOW THEREFORE, the parties do mutually agree as follows:

1. Y's P.A.L.E. Program to provide alternative disciplinary and educational services for youth grades 7-12 during the course of the regular school day and year.
2. Academic instruction will correspond to the student's educational abilities and will, where possible, coincide with current classroom instruction and assignments.
3. Students will be in a drug free, non-violent, zero tolerant environment.
4. Parent-teacher conferences and family intervention counseling may be used as part of the curriculum.
5. Educational testing and pre/post testing of students may be required.
6. Behavioral modification techniques using the normative model will be incorporated into the academic curriculum.
7. Students are responsible for their own lunch. The Y does not provide a food service.
8. Student referrals will be coordinated and approved by the School. Referrals must be received by the P.A.L.E. staff one school day prior to scheduled enrollment.
9. The School is required to provide textbooks, assignments, and other educationally based materials to Y staff once a student is referred. Students will be assisted by P.A.L.E. staff in the completion of school assignments with final assessment/grading as the responsibility of the school.
10. Y P.A.L.E. staff may refer extremely disruptive/aggressive students to the school office for discipline.
11. Students may be referred to Day Suspension for a total of eight (8) school days in any one school year. Students may not be referred more than eight (8) school days. No student may be placed in the program on a long-term basis.
12. P.A.L.E. staff availability for the program will be **August 26, 2021 till June 7, 2022**. P.A.L.E. staff employment will run August 1, 2021 till August 1, 2022.
13. Daily staff schedule will be based upon the Nardon Hills School District's Academic Calendar (including snow days/school closures).
14. If the Nardon Hills City School District is closed for an extended amount of time, they may elect to "suspend" the program, where payment to the YMCA will be pro-rated or removed if school does not resume as scheduled. Nardon Hills City Schools will honor the contract 30 days past their decision to close schools to help cover the costs associated with the program.
15. P.A.L.E. staff will assist the High School Principal's in the event of no kids in the PALE room or when necessary throughout the day (per their discretion).

akronymca.org

OUR MISSION: To put Christian principles into practice through programs that build health spirit mind and body for all.



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

16. Health insurance costs above the estimate, fluctuating due to coverage type selected by the teacher and variable insurance rates will be incurred by the School. Conversely, if insurance coverage is waived, savings will be passed along to the School.
17. Nordonía City Schools and the YMCA will share equally (50/50) the costs of unemployment if such costs are incurred.

Cost of services for 2021-22 School Year includes:

Salary for P.A.L.E. staff: \$35,568

Retirement, Hospitalization, Payroll Taxes: \$6,632

Assoc. & Branch Cost: \$8,200

Total estimated cost is: \$50,400

(Billable at the discretion of the YMCA during contractual timetable).

The Y's Phoenix Programs are individually oriented and staff is aware of the problems and challenges associated with its "at risk" population.

This agreement constitutes the entire agreement between the School and the Akron Area YMCA. Any addition, deletions, or modifications to this agreement must be made in writing and agreed to by both parties.

By:

Director of Pupil Services

Jeri Kolezar 4-12-2021

President/CEO Akron Area YMCA

Superintendent, Nordonía Hills City Schools

YMCA Phoenix Program Representative

Treasurer, Nordonía Hills City Schools

President Board of Education

akronymca.org

OUR MISSION: To put Christian principles into practice through programs that build health spirit mind and body for all.



MINUTES

**Nordonia Hills City School District
Nordonia Board of Education Meetings
March Regular Board Meeting
Monday, March 22, 2021, 7:02 pm - 7:58 pm
Northfield Elementary School
9371 Olde Eight Road
Northfield, Ohio 44067**

In Attendance

Chad Lahrmer; Judy Matlin; Liz McKinley; Tammy Strong; William Busse

A. PRESIDENT'S REPORT

1. Roll Call
2. Pledge of Allegiance
3. Approval of Agenda

Resolution 2021-3-22-31

Move: Liz McKinley Second: Judy Matlin Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

4. Communications:

Nordonia High School State Qualifiers: Wrestling, Bowling, and Gymnastics

Athletic Director Eckenrode presented the following high school students who qualified for State:

Boys Bowling Team finished 8th in the State: Kyle Drazil, Mark Hupcey, Ben Juriga, Evan Toronski, Bryce Lewin and RJ Lewis

Gymnastics: Emily Eterovich finished 9th in the State.

Wrestlers: Gino Perrine, Israel Petite

Sal Perrine won the Championship at 182 pounds in the OHSAA Division I State Meet. He was undefeated for the season at 49-0.

5. Open Forum

6. Committee Reports:

Finance Committee
OSBA Legislative Liaison
Curriculum & Instruction Liaison
Facilities Liaison
Cuyahoga Valley Career Center
Nordonia Hills Foundation Liaison
Tax Incentive Review Board
Technology and Information Systems
Special Education Liaison
NDEIC

Bill Busse presented a report from the CVCC stating there are openings for administrative assistants and CVCC entered into a joint venture with Tri-C college.

Ms. Matlin reminded the Board the foundation golf outing is June 5 at Ellsworth Meadows Golf Course in Hudson.

7. Approve Resolution to Endorse the Fair School Funding Plan

Resolution 2021-3-22-32

Move: Liz McKinley Second: Tammy Strong Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

B. SUPERINTENDENT'S RECOMMENDATIONS

1. Approve Consent Items:

Approve Donations

Donation of wooden bowl trivet from the Janiver Family to Nordonia High School with an estimated value of \$65.00. The bowl will be on display in the conference room.

Donation of Cannon Pro Series Photo Printer from Brian Bowens to Nordonia High School with an estimated value of \$400.

Donation of fiction books from Julia Henderson to the Nordonia High School library with an estimated value of \$250.

Approve Overnight Field Trips

—Nordonia High School bowling team to OHSSA State Bowling Tournament in Columbus, Ohio from March 5-March 6, 2021. Transportation via school van. Approximate cost per student is \$150 paid for by Nordonia Athletic Department.

—Nordonia High School wrestlers to OHSSA State Wrestling Tournament in Hilliard, Ohio from March 12-March 14, 2021. Transportation via school van. Approximate total cost is \$2,000 paid for by Nordonia Athletic Department.

Resolution Declaring Transportation Impractical for Certain Identified Students

WHEREAS the student(s) identified below have been determined to be residents of this school district, and eligible for transportation services; and

WHEREAS after a careful evaluation of all available options, it has been determined that it is impractical to provide transportation for these student(s) to their selected school(s); and

WHEREAS the following factors as identified in Revised Code 3327.02 have been considered:

1. The time and distance required to provide the transportation
2. The number of pupils to be transported
3. The cost of providing transportation in terms of equipment, maintenance, personnel, and administration
4. Whether similar or equivalent service is provided to other pupils eligible for transportation
5. Whether and to what extent the additional service unavoidably disrupts current transportation schedules
6. Whether other reimbursable types of transportation are available; and

WHEREAS the option of offering payment in lieu of transportation is provided in Revised Code;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Nordonia Hills City School District, County of Summit, State of Ohio, that:

Section 1. This Board hereby approves the declaration of impractical to transport for the identified students, and offering them payment in lieu of transportation.

Section 2. This Board finds and determines that all formal actions of this Board and any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 3. This Resolution shall be in full force and effect from and immediately upon its adoption.

<u>Student Name</u>	<u>School Selected</u>	<u>Parent/Guardian Name</u>
Amelia Plaspohl	Archbishop Hoban	Paul Plaspohl

Resolution 2021-3-22-33

Move: Judy Matlin Second: Chad Lahrmer Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

2. Approve Renaming of the Nordonia High School Baseball Field to "The Bernie Hovan Memorial Baseball Field"

Resolution 2021-3-23-34

Move: Tammy Strong Second: Judy Matlin Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

3. Approve NHEA Memorandum of Understanding (OTES)

Evaluation Procedures for Teachers (OTES)

Resolution 2021-3-22-35

Move: Chad Lahrmer Second: Judy Matlin Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

4. Approve NHEA Memorandum of Understanding (Continuous Dues)

Resolution 2021-3-22-36

Move: Chad Lahrmer Second: Liz McKinley Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

5. Approve Resolution for Grade Three Assessment

Resolution that the grade three assessments in English Language Arts, and Mathematics shall be administered in a paper format for the 2021-2022 school year.

Resolution 2021-3-22-37

Move: Liz McKinley Second: William Busse Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

6. Approve Donation Agreement with Raising Cane's Chicken Fingers/RCO Limited for \$50,000 (in 10 annual installments of \$5,000)

Resolution 2021-3-22-38

Move: William Busse Second: Judy Matlin Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

7. Approve Agreement with SoL Harris/Day Architecture, Inc. for Facility Planning

Resolution 2021-3-22-39

Move: Chad Lahrmer Second: Judy Matlin Status: Passed

Yes: Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

No: Tammy Strong

8. Approve Contracts with Summit Education Service Center:

Renew Preschool Lease agreement for students age 3-5 with disabilities for one year effective July 1, 2021 to June 30, 2022.

Renew Preschool contract to provide a comprehensive, collaborative preschool program to the District's eligible preschool children with disabilities, effective July 1, 2021 to June 30, 2022.

Resolution 2021-3-22-40

Move: Chad Lahrmer Second: Tammy Strong Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

9. Approve Contract with Educational Service Center of Medina County effective July 1, 2021 - June 30, 2022

Resolution 2021-3-22-41

Move: Chad Lahrmer Second: Judy Matlin Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

10. Approve Service Agreement with Northeast Ohio Network for Educational Technology

Resolution 2021-3-22-42

Move: Tammy Strong Second: Judy Matlin Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

11. Approve Memorandum of Understanding with Metropolitan Regional Service Council on behalf of NEOnet

Resolution 2021-3-22-43

Move: William Busse Second: Judy Matlin Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

12. Approve Personnel Items:

Resolution 2021-3-22-44

Move: Tammy Strong Second: Liz McKinley Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

a. Certified:

i. Retirement/Resignation

Kevin Niese, HS Instrumental Music, resignation effective end of 2020-21 school year.

ii. New Appointment/Assignment:

Diara Washington, MS Science, Salary based on BA Step 0 on the Teachers Salary Schedule will be \$43,216, effective for the 2021-22 school year

iii. Long-Term Substitute

Eric Vasquez (subbing for Mary Schrembeck, MS Music) effective 4/28/2021 - end of 2020-21 school year.

iv. Home Instruction

None

v. Curriculum

(All are paid at the curriculum rate of \$29.36/hr., unless otherwise noted.)

—Project Lead the Way Flight and Space training, July 19 - July 23, 2021, up to 40 hours:

Andrew Matlack

—Biotechnology training, July 26 - July 30, 2021, up to 25 hours:

Aaron Coleman

—End of course exams for Option 2 students, up to 12 hours each:

Julie Robey
Heather Eckenrode
Staci Ross
Shannon Blair
Mary Bednar
Rachel Pearce
Laura Zinke
Erin Tong
Nate Loman

vi. Supplementals (based on BA0-\$41,957)

HS Athletics:

HS Spring Weightlifting, Dominic Ramicone, 4.0%, \$1,678.28

HS JV Asst. Softball, Nataly Hikins*, 9.00%, \$3,776.13

*Name Correction

b. Classified:

i. Resignation/Retirement

Michelle Battaglia, NF Paraprofessional, resignation effective 3/5/2021

Amie Miller, LE Custodian, resignation effective 3/12/2021

ii. New Assignment

None

iii. Change of Assignment

None

iv. Substitute

Dina Politi, Student Supervisor, Paraprofessional, Special Needs, Clerical, Food Service
Christiane Siewert, Clerical
Jill Stuthers, Food Service

C. TREASURER'S RECOMMENDATIONS

1. Approve Consent Items:

Special Board Meeting Minutes - February 15, 2021
Special Board Meeting Minutes - February 22, 2021
Regular Board Meeting Minutes - February 22, 2021
Financial Statements - February, 2020
Educational Focus on District Profile

Resolution 2021-3-22-45

Move: Chad Lahrmer Second: Tammy Strong Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

D. ADJOURNMENT

The next Regular meeting of the Board will be held on Monday, April 26, 2021, at 7 PM at Northfield Elementary School, 9374 Olde Eight Road, Northfield, Ohio 44067

The Board unanimously consented to adjourn the meeting at 7:58 P.M.

Resolution 2021-3-22-46

Move: Tammy Strong Second: Judy Matlin Status: Passed

Yes: Tammy Strong, Chad Lahrmer, Liz McKinley, Judy Matlin, William Busse

Chad M. Lahrmer, Board President

Karen E. Obratil, Treasurer/CFO

Treasurer's Note: The meeting was video recorded.

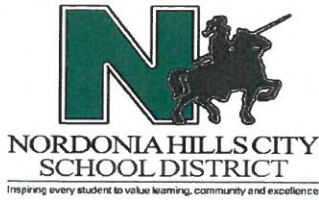
*Financial
Reports for
March,
2021*



- 1 Financial Analysis
- 2 Monthly Operating Fund Report
- 3 Fiscal Year-to-Date Operating Fund Report
- 4 Revenue Analysis Report
- 5 Expenditure Analysis Report
- 6 FINSUM - Financial Summary
- 7 Approved Funds for 2020-21
- 8 Cash Reconciliation
- 9 APPSUM - Appropriation Summary
- 10 Check Register > \$9,999

District's Mission

Inspiring every student to value learning, community and excellence.



**Financial Analysis Report
For March, 2021**
Prepared by: Karen Obratil, Treasurer/CFO
(4/26/2021)

General Operating Fund (001) Analysis Report for March

REVENUE: FY21 actual revenue totals \$6.6M compared to FY21 forecast estimate of \$7M with a negative variance of \$393K due to the timing of real estate tax advances.

EXPENDITURES: FY21 actual expenditures total \$4.3M compared to FY21 forecast estimate of \$4.5M with a positive variance of \$180K. Personnel costs total \$3.3M, or 76.9% of the monthly expenditures.

Salaries total \$2.3M:

- 75.6% for certified employees
- 18.9% for classified employees
- 4.0% for supplemental pays
- 1.5% for overtime and substitutes

Benefits total \$959K:

- 60.0% for insurance benefits
- 36.5% for retirement contributions
- 3.5% for Medicare and all other benefits

Services total \$821K:

- 42.2% for pupil transportation costs (Petermann)
- 13.4% for special education services
- 5.9% for repairs and rentals
- 13.6% for utilities
- 4.7% for autism and Peterson scholarships
- 3.4% for community schools

Revenue of \$6.6M exceeds Expenditures of \$4.3M by \$2.3M

Market Rates 4/6/2021	Today	Last Week	Last Year
STAR Ohio	.08%	.07%	.94%
2 Yr. Treasury	.16%	.16%	.27%
5 Yr. Treasury	.88%	.92%	.44%

Fiscal Year-to-Date (FYTD) Report for July to March

Revenue:

FY21 actual revenue totals \$44.1M compared to FY21 forecast estimate of \$43.1M with a positive variance of \$985K. Tax revenue represents 77.2% of total operating revenue.

Expenditures:

FY21 actual expenditures total \$38.2M compared to FY21 forecast estimate of \$39.1M with a positive variance of \$894K. Personnel costs total \$28.4M, or 74.5% of total operating expenditures.

Salaries total \$20.7M 75.6% for certified employees
18.7% for classified employees
4.1% for supplemental pays
1.6% for overtime, substitutes

Benefits total \$7.7M 52.1% for insurances (medical, dental, vision, life)
42.5% for retirement contributions
5.4% for Medicare and all other benefits
(Workers' Comp, Unemployment and Employee Assistance program)

Services total \$7.0M 35.3% for pupil transportation costs (Petermann)
18.9% for repairs and rentals
16.9% for special education costs
7.7% for utilities
4.7% for autism and Petersen scholarships
2.9% for data processing
3.2% for community schools

Excess of Revenue over Expenditures (nine months):

FY21 Revenue of \$44.1M exceeds Expenditures of \$38.2M by \$5.9M.

Federal grant funds received in March totaled \$93,771.19.

State grant funds received in March totaled \$8,008.74.

Nordonia Hills City School District

General Operating Fund* Analysis Report

for Fiscal Year Ending June 30, 2021

Prepared by: Karen Obratil, Treasurer/CFO

Board Meeting 4/26/2021

		March			
		Forecast Estimate	FY21 Actuals	Variance	FY20 Actuals
Line	REVENUE				(Informational)
1.010	General Property Taxes (Real Estate)	\$6,350,000	\$5,926,554	(\$423,446)	\$6,331,906
1.035	Unrestricted Grants-in-Aid	360,850	380,859	20,009	397,624
1.040	Restricted Grant-in-Aid	2,458	2,458	0	2,458
1.060	All Other Operating Revenue	285,450	296,298	10,848	545,043
1.070	Total Revenue	6,998,758	6,606,170	(392,588)	7,277,031
	Other Financing Sources				
2.060	All Other Financing Sources	0	0	0	40,000
2.070	Total Other Financing Sources	0	0	0	40,000
2.080	TOTAL REVENUE + OTHER FINANCING SOURCES	6,998,758	6,606,170	(392,588)	7,317,031
	EXPENDITURES				
3.010	Personnel Services	2,375,000	2,339,831	(35,169)	2,171,855
3.020	Employees' Retirement/Insurance Benefits	972,550	959,305	(13,245)	910,942
3.030	Purchased Services	925,000	821,209	(103,791)	822,943
3.040	Supplies and Materials	140,000	132,756	(7,244)	121,667
3.050	Capital Outlay	45,000	33,415	(11,585)	36,609
4.300	Other Objects	12,500	3,454	(9,046)	28,450
5.040	TOTAL EXPENDITURES AND OTHER FINANCING USES	4,470,050	4,289,969	(180,081)	4,092,466
6.010	Excess Revenue (Under) Expenditures	2,528,708	2,316,200		3,224,565
7.010	Beginning Cash Balance	\$16,604,222	\$18,695,919		\$15,767,922
7.020	Ending Cash Balance	\$19,132,930	\$21,012,119	1,879,189	\$18,992,487
8.010	Outstanding Encumbrances	\$4,117,666	\$4,117,666	0	\$3,419,718

Nordonia Hills City School District

General Operating Fund* Analysis Report

for Fiscal Year Ending June 30, 2021

Prepared by: *Karen Obratil, Treasurer/CSO*

Board Meeting 4/26/2021

July 1, 2020 to March 31, 2021

		July 1, 2020 to March 31, 2021			
		FY21 Estimate	FY21 Actuals	FY21 Actual to FY21 Estimate	FY20 Actuals
Line	REVENUE				
1.010	General Property Taxes (Real Estate)	33,373,790	\$34,020,344	\$646,554	\$28,785,265
1.020	Tangible Personal Property Taxes	1,550,973	1,550,973	(0)	1,337,515
1.035	Unrestricted Grants-in-Aid	3,280,091	3,574,778	294,687	3,798,297
1.040	Restricted Grant-in-Aid	22,123	22,124	1	22,124
1.050	Property Tax Allocation	2,175,036	2,175,036	(0)	1,941,179
1.060	All Other Operating Revenue	2,445,566	2,487,599	42,033	2,966,477
1.070	Total Revenue	42,847,579	43,830,853	983,274	38,850,857
	Other Financing Sources				
2.070	Total Other Financing Sources	254,575	256,634	2,059	173,693
2.080	TOTAL REVENUE + OTHER FINANCING SOURCES	43,102,154	44,087,487	985,333	39,024,550
	EXPENDITURES				
3.010	Personnel Services	20,831,576	20,685,295	(146,281)	19,703,941
3.020	Employees' Retirement/Insurance Benefits	7,794,287	7,743,929	(50,358)	7,442,829
3.030	Purchased Services	7,413,823	7,003,906	(409,917)	6,883,069
3.040	Supplies and Materials	1,605,225	1,422,790	(182,435)	1,418,943
3.050	Capital Outlay	960,189	828,218	(131,971)	728,623
4.300	Other Objects	397,130	424,236	27,106	446,053
4.500	Total Expenditures	39,002,230	38,108,374	(893,856)	36,623,458
	Other Financing Uses				
5.040	Total Other Financing Uses	62,528	62,528	0	62,554
5.040	TOTAL EXPENDITURES AND OTHER FINANCING USES	39,064,758	38,170,902	(893,856)	36,686,012
6.010	Excess Revenue Over/(Under) Expenditures	4,037,396	5,916,585		2,338,538
7.010	Beginning Cash Balance	\$15,095,534	\$15,095,534		\$16,653,949
7.020	Ending Cash Balance	\$19,132,930	\$21,012,119	\$1,879,189	\$18,992,487
8.010	Outstanding Encumbrances	\$4,117,666	\$4,117,666		\$3,419,718

Nordonia Hills City School District



Revenue Analysis Report - General Operating Fund Only - FY21



2020-2021	Local Revenue			State Revenue			Non-Operating*	Total Revenue
	Taxes		Other Local	Unrestricted Grants-in-Aid	Property Tax Allocation	Restricted Grants-in-Aid		
	Real Estate	Personal Property						
July	\$9,592,859	\$0	\$26,587	\$334,150	\$0	\$2,458	\$22,629	\$9,978,683
August	4,989,117	0	78,684	405,814	0	2,458	37,896	5,513,969
September	2,891,814	1,550,973	890,477	354,560	0	2,458	49,616	5,739,898
October	0	0	4,410	353,908	2,175,036	2,458	2,215	2,538,027
November	0	0	307,220	396,201	0	2,458	129,959	835,838
December	0	0	516,429	352,907	0	2,458	0	871,794
January	0	0	53,848	447,739	0	2,458	2,059	506,104
February	10,620,001	0	325,509	548,638	0	2,458	400	11,497,006
March	5,926,554	0	296,298	380,859	0	2,458	0	6,606,169
April								0
May								0
June								0
Totals	\$34,020,345	\$1,550,973	\$2,499,462	\$3,574,776	\$2,175,036	\$22,122	\$244,774	\$44,087,488
% of Total	77.17%	3.52%	5.67%	8.11%	4.93%	0.05%	0.56%	

*Non-Operating Revenue includes advances in, and refund of prior year expenditures.

Nordonia Hills City School District



Expenditure Analysis Report - General Operating Fund - FY21



2020/2021	Salaries	Benefits	Services	Supplies	Equipment	Dues/ Fees	Non- Operating*	Total Expenses
July	\$2,165,807	\$956,856	\$959,953	\$177,260	\$56,689	\$27,817	\$0	\$4,344,382
August	2,260,151	396,714	1,244,900	285,891	300,543	7,949	0	4,496,148
September	2,297,980	515,796	494,654	438,644	243,604	304,021	62,528	4,357,227
October	2,308,907	964,363	702,471	396,722	177,535	10,896	0	4,560,894
November	2,365,159	960,444	260,618	(95,292)	70,317	8,447	0	3,569,693
December	2,317,124	1,059,788	1,060,332	(43,829)	(138,668)	32,348	0	4,287,095
January	2,289,470	962,908	698,829	48,093	53,697	20,861	0	4,073,858
February	2,340,865	967,755	760,941	82,545	31,086	8,443	0	4,191,635
March	2,339,831	959,305	821,209	132,756	33,415	3,454	0	4,289,970
April								0
May								0
June								0
TOTALS	\$20,685,294	\$7,743,929	\$7,003,907	\$1,422,790	\$828,218	\$424,236	\$62,528	\$38,170,902
% of Total	54.19%	20.29%	18.35%	3.73%	2.17%	1.11%	0.16%	

*Non-Operating expenses include advances and transfers out.

Operating Fund includes General Fund (001)

ko 4/26/2021

Nordonia Hills City School District

March 31, 2021



FINSUM Financial Summary

ko 4/26/2021

Fund	Fund Name	Beginning Balance 7/1/2020	Monthly Receipts	Fiscal Year To Date Receipts	Monthly Expenditures	Fiscal Year To Date Expenditures	Current Fund Balance	Current Encumbrances	Unencumbered Fund Balance
001	General Fund	\$15,095,534.31	\$6,606,169.79	\$44,087,487.09	\$4,289,969.48	\$38,170,902.45	21,012,118.95	\$4,117,666.14	\$16,894,452.81
002	Bond Retirement	1,448,857.65	438,923.29	2,927,242.39	0.00	2,963,525.97	1,412,574.07	0.00	1,412,574.07
003	Permanent Improvement	15,024.94	0.00	66.50	0.00	0.00	15,091.44	0.00	15,091.44
004	Building Fund	231,993.95	14,646.40	25,346.40	748.00	748.00	256,592.35	40.00	256,552.35
006	Food Service	43,097.45	122,192.91	388,027.90	110,009.74	661,168.75	(230,043.40)	115,243.30	(345,286.70)
018	Public School Support	144,369.05	(1,014.91)	20,208.53	2,356.13	20,212.34	144,365.24	15,576.70	128,788.54
019	Other Grants	63,551.75	21,060.00	470,152.22	38,703.10	449,427.12	84,276.85	33,262.46	51,014.39
020	Special Enterprise	7,241.66	22.00	177.80	0.00	0.00	7,419.46	0.00	7,419.46
022	Unclaimed Funds	42,402.92	2,226.71	7,277.16	586.09	31,461.38	18,218.70	0.00	18,218.70
200	Student Managed Funds	185,358.62	7,475.04	(44,495.06)	3,942.03	32,954.18	107,909.38	16,910.72	90,998.66
300	District Managed Funds	238,720.41	35,398.88	199,373.85	28,813.02	213,982.37	224,111.89	66,819.00	157,292.89
401	Auxiliary Services	1,933.27	0.00	364,468.20	259.31	75,648.04	290,753.43	169,564.27	121,189.16
451	OneNet (Data Communication)	0.00	5,400.00	10,800.00	0.00	0.00	10,800.00	0.00	10,800.00
467	Student Wellness	39,563.03	0.00	178,552.22	13,500.00	58,500.00	159,615.25	26,500.00	133,115.25
499	Miscellaneous State Grants	167.03	2,608.74	17,615.71	2,450.00	17,352.13	430.61	7,350.00	(6,919.39)
507	Elem./Secondary Relief (ESSER)	0.00	0.00	23,853.42	16,819.70	78,639.86	(54,786.44)	122,813.80	(177,600.24)
510	Coronavirus Relief Fund (CRF)	0.00	0.00	191,462.42	0.00	191,291.18	171.24	0.00	171.24
516	IDEA-B	(23,848.24)	33,072.83	283,908.94	56,359.73	294,262.94	(34,202.24)	279,466.01	(313,668.25)
551	Title III - Limited English Proficiency	8,182.72	0.00	0.00	0.00	0.00	8,182.72	0.00	8,182.72
572	Title I - Disadvantaged Children	(6,070.49)	47,098.68	137,473.86	28,626.54	147,512.26	(16,108.89)	152,467.32	(168,576.21)
590	Title II-A - Improving Teacher Quality	(3,170.72)	13,599.68	72,519.55	6,594.14	76,309.73	(6,960.90)	4,850.00	(11,810.90)
599	Title IV	(2,436.81)	0.00	12,436.81	0.00	10,000.00	0.00	0.00	0.00
	Grand Totals (ALL Funds)	\$17,530,472.50	\$7,348,880.04	\$49,373,955.91	\$4,599,737.01	\$43,493,898.70	\$23,410,529.71	\$5,128,529.72	\$18,281,999.99

Nordonia Hills City School District

Approved Funds for 2020/2021

This report is a listing of all grant funds authorized and received throughout the 2020/2021 school year.

Fund	Description	Authorized Amount	Non-Public Authorized Amount	Monthly Amount Received	Amount Received FY-to-date
	Other Grants				
019/9924	Summit County Re-Opening	\$367,952.00			\$367,952.00
	State Grants				
451/9213	OneNet	\$10,800.00		\$5,400.00	\$10,800.00
467/9920	Student Wellness	\$178,948.69			\$178,552.22
499/9222	Parent Mentor	\$25,320.00		\$2,608.74	\$17,615.71
401/9220	Auxiliary Services/St. Barnabas		\$364,468.20		\$364,468.20
	Total State Funds	\$215,068.69	\$364,468.20	\$8,008.74	\$571,436.13
	Federal Grants				
507/9921	ESSER CFDA 84.425D	\$252,098.00		\$0.00	\$23,853.42
510/9920	Coronavirus Relief Fund #21.019	\$181,465.42			\$181,465.42
510/9820	Broadband Ohio Connectivity	\$10,000.00			\$10,000.00
	Federal Stimulus Funds	\$443,563.42			\$215,318.84
516/9920	IDEA-B (Spec.Ed.) CFDA 84.027	\$242,145.68			\$50,582.12
516/9921	IDEA-B (Spec.Ed.) CFDA 84.027	\$765,365.66	\$25,915.32	\$33,072.83	\$233,326.82
572/9920	Title I CFDA 84.010	\$29,232.39	\$3,031.74		\$6,099.38
572/9921	Title I CFDA 84.010	\$284,537.54	\$4,138.73	\$47,098.68	\$131,374.48
590/9920	Title II-A CFDA 84.367	\$72,131.78			\$27,102.66
590/9921	Title II-A CFDA 84.367	\$69,126.80	\$8,452.66	\$13,599.68	\$45,416.89
599/9920	Title IV CFDA 84.424A	\$31,203.59	\$2,436.81		\$2,436.81
599/9921	Title IV CFDA 84.424A	\$20,878.55	\$1,911.75	\$0.00	\$10,000.00
	Total Federal Funds	\$1,514,621.99	\$45,887.01	\$93,771.19	\$506,339.16
	Grand Total Federal Funds	\$1,958,185.41	\$45,887.01	\$93,771.19	\$721,658.00

ko 4/26/2021

Nordonia Hills City School District



Cash Reconciliation



March 31, 2021

FINSUM Balance			\$23,410,529.71
Bank Balance:			
Huntington (Operating Account)	12,816,268.51		
Huntington (Fee Account)	120,447.60		
		<u>12,936,716.11</u>	
Investments:			
Red Tree Investment Group	10,135,279.78		
StarOhio	589,616.83		
		<u>10,724,896.61</u>	
Outstanding Checks:			
Less: o/s checks (Operating) eFP	(170,039.52)		
Less: o/s checks (Payroll)	(3,619.48)		
		<u>(173,659.00)</u>	
Deposits in Transit	165.00		
	49.00		
	43.00		
	24.00		
	15.00		
	6.00		
		<u>302.00</u>	
Miscellaneous Adjustments			
STRS Shortage	(32,504.59)		
Ohio taxes	(48,436.35)		
Ohio Deferred Comp	(2,322.50)		
Akron City Taxes	(697.94)		
School District Tax	(256.27)		
Huntington Bank Posting Error	3,000.00		
Posting Adjustment	3,491.64		
		<u>(77,726.01)</u>	
Bank Balance			\$23,410,529.71
Variance			0.00
Adjusted Bank Balance			<u>23,410,529.71</u>

4/26/2021

Nordonia Hills City School District

March 31, 2021



Appropriation Summary

ko 4/26/2021

Fund	FYTD Appropriated	Prior FY Carryover Encumbrances	FYTD Expendable	FYTD Actual Expenditures	MTD Actual Expenditures	Current Encumbrances	FYTD Unencumbered Balance	FYTD Percent Exp/Enc
001 General Fund	\$53,800,000.00	\$1,205,547.64	\$55,005,547.64	\$38,170,902.45	\$4,289,969.48	\$4,117,666.14	\$ 12,716,979.05	76.88%
002 Bond Retirement	3,231,152.37	0.00	3,231,152.37	2,963,525.97	0.00	0.00	267,626.40	91.72%
003 Permanent Improvement	12,000.00	0.00	12,000.00	0.00	0.00	0.00	12,000.00	0.00%
004 Building Fund	45,000.00	0.00	45,000.00	748.00	748.00	40.00	44,212.00	1.75%
006 Food Service	1,270,000.00	0.00	1,270,000.00	661,168.75	110,009.74	115,243.30	493,587.95	61.13%
018 Public School Support	195,000.00	2,770.00	197,770.00	20,212.34	2,356.13	15,576.70	161,980.96	18.10%
019 Other Grants	457,952.00	0.00	457,952.00	449,427.12	38,703.10	33,262.46	(24,737.58)	105.40%
020 Enterprise	2,425.00	0.00	2,425.00	0.00	0.00	0.00	2,425.00	0.00%
022 Unclaimed Funds	45,000.00	0.00	45,000.00	31,461.38	586.09	0.00	13,538.62	69.91%
200 Student Managed Funds	183,656.00	26,128.60	209,784.60	32,954.18	3,942.03	16,910.72	159,919.70	23.77%
300 District Managed Funds	602,180.00	0.00	602,180.00	213,982.37	28,813.02	66,819.00	321,378.63	46.63%
401 Auxiliary Services	350,000.00	1,905.77	351,905.77	75,648.04	259.31	169,564.27	106,693.46	69.68%
451 OneNet (Data Communication)	10,800.00	0.00	10,800.00	0.00	0.00	0.00	10,800.00	0.00%
467 Student Wellness	178,948.69	0.00	178,948.69	58,500.00	13,500.00	26,500.00	93,948.69	47.50%
499 Miscellaneous State Grants	25,000.00	171.71	25,171.71	17,352.13	2,450.00	7,350.00	469.58	98.13%
507 Elementary/Secondary Relief (ESSER)	252,098.00	0.00	252,098.00	78,639.86	16,819.70	122,813.80	50,644.34	79.91%
510 Coronavirus Relief Fund (CRF)	191,462.42	0.00	191,462.42	191,291.18	0.00	0.00	171.24	99.91%
516 IDEA-B	998,801.28	10,777.14	1,009,578.42	294,262.94	56,359.73	279,466.01	435,849.47	56.83%
572 Title I - Disadvantaged Children	318,094.27	0.00	318,094.27	147,512.26	28,626.54	152,467.32	18,114.69	94.31%
590 Title II-A - Improving Teacher Quality	147,298.58	0.00	147,298.58	76,309.73	6,594.14	4,850.00	66,138.85	55.10%
599 Miscellaneous Federal Grants	38,988.89	0.00	38,988.89	10,000.00	0.00	0.00	28,988.89	25.65%
Totals	\$62,355,857.50	\$1,247,300.86	\$63,603,158.36	\$43,493,898.70	\$4,599,737.01	\$5,128,529.72	\$ 14,980,729.94	76.45%

Nordonia Hills City School District



**Check Register for Checks > \$10,000
March 31, 2021**



Vendor	Amount	Fund	Description
Petermann	\$346,305.19	001	Pupil Transportation Services
State Teachers Retirement System	\$255,093.20	001	Certified Retirement contributions
Nordonia Hills City Schools	\$127,976.91	001	Foundation Deductions
			Scholarships \$40,139.61
			Community Schools \$31,299.30
			College Cr4edit Plus \$20,230.12
			PreSchool/Summit Cty. ESC \$14,510.80
			SF-14 Tuition \$11,909.56
			Open Enrollment \$6,981.32
			SF-14H Special Ed. Tuition \$2,141.94
			Other Adjustments \$764.26
Sendero Therapies	\$32,288.12	001	Occupatonal Therapy Services
Ohio Edison	\$25,301.96	001	Electricity
CDW-G Computer Centers	\$20,400.00	001	Chromebook licenses
Suburban School Transportation	\$19,153.00	001	Special Education Pupil transportation services
State Teachers Retirement System	\$17,056.92	001	Certified Retirement contributions/Pick Up
Ohio Edison	\$16,696.64	001	Electricity
Universal Oil	\$15,808.69	001	Diesel Fuel/Unleaded Fuel
Jackson Comfort Systems Inc.	\$15,672.00	001	HVAC Repairs/LV/LE/NF/RW (Jan & Feb)
D.O.S.S.S.	\$14,282.55	001	Sewer charges
Akron Children's Hospital	\$14,209.91	001	Pupil Nursing services
Jackson Comfort Systems Inc.	\$13,788.59	001	HVAC Repairs/LE/NF/RW/MS/HS (Jan & Feb)
Akron Metropolitan YMCA	\$11,200.00	001	PALE program
Direct Energy Business	\$11,127.22	001	Natural Gas charges
Ohio Edison	\$10,455.91	001	Electricity
Universal Oil	\$10,300.26	001	Diesel Fuel/Unleaded Fuel
Nordonia Hills City Schools	\$1,225,163.93	001/006	Payroll #2
Nordonia Hills City Schools	\$1,168,440.71	001/006	Payroll #1
Stark County ESC	\$696,773.98	001/006	Monthly insurance premiums
School Employees Retirement	\$82,312.00	001/006	Classified retirement contributions
Nordonia Hills City Schools	\$33,476.08	001/006	Board paid Medicare
Lora Hoffstetter & Counseling	\$13,250.00	001/467	Clinical Counseling
Lora Hoffstetter & Counseling	\$13,250.00	001/467	Clinical Counseling
Lora Hoffstetter & Counseling	\$13,250.00	001/467	Clinical Counseling
Gilmour Academy Ice Arena	\$11,977.50	300	Hockey ice time
Project Lead the Way Inc.	\$17,960.00	507	VEX V5 Gateway Custom Upgrade/sensor
Summit Educational SC	\$40,369.04	507/572	Tutors/Title I and ESSER
Harbor Education Services LLC	\$18,630.00	516	Special Ed. Tuition

4/26/2021

General Operating Fund Analysis Report for March, 2021



NORDONIA HILLS CITY
SCHOOL DISTRICT

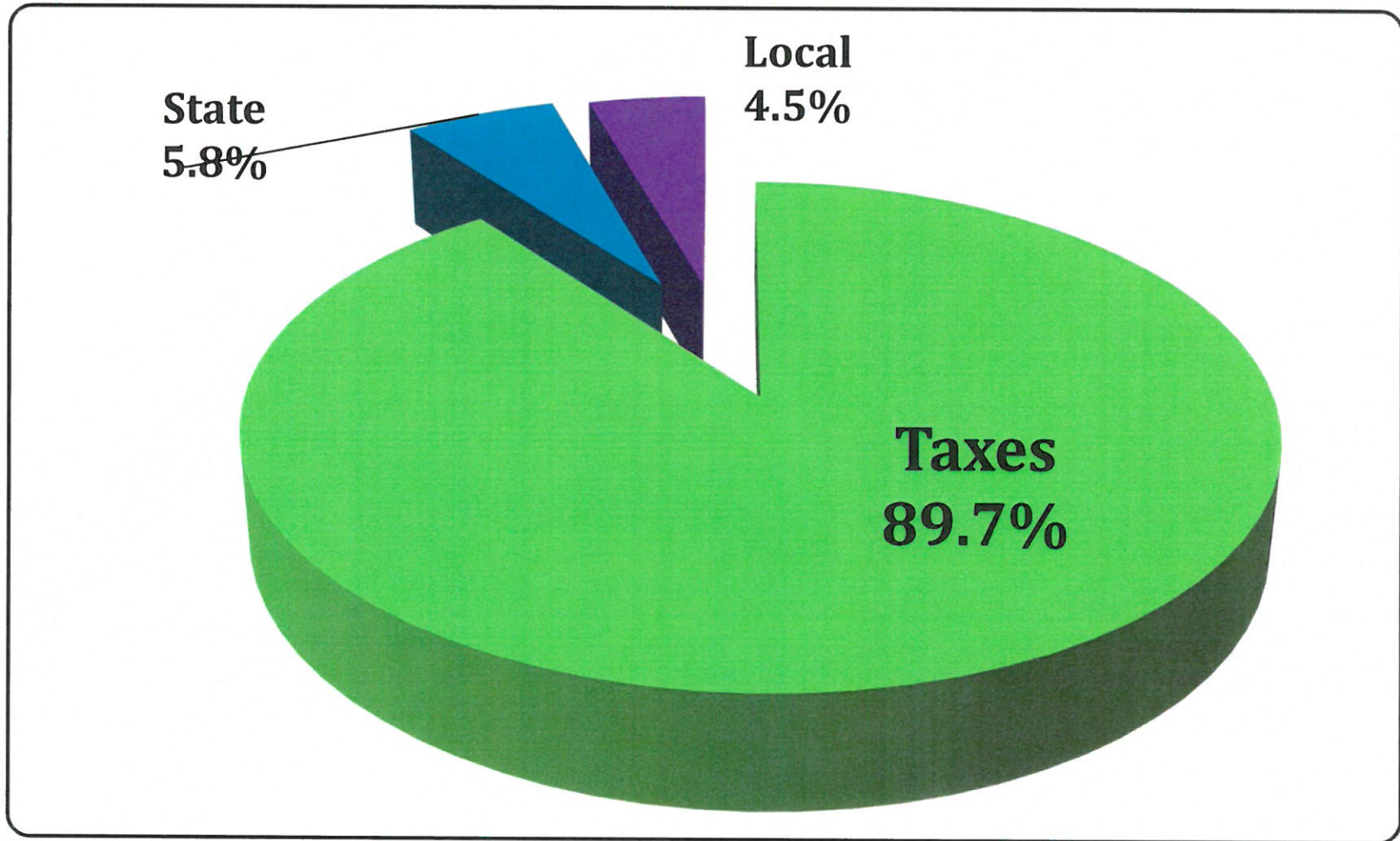
Inspiring every student to value learning, community and excellence

Prepared by: Karen Obratil, Treasurer/CFO
April 26, 2021

Revenue by the Numbers

March			
		\$	%
FY21 Forecast	FY21 Actual	Variance	Variance
\$6,998,758	\$6,606,170	(\$392,588)	-5.94%

March Revenue = \$6.6M

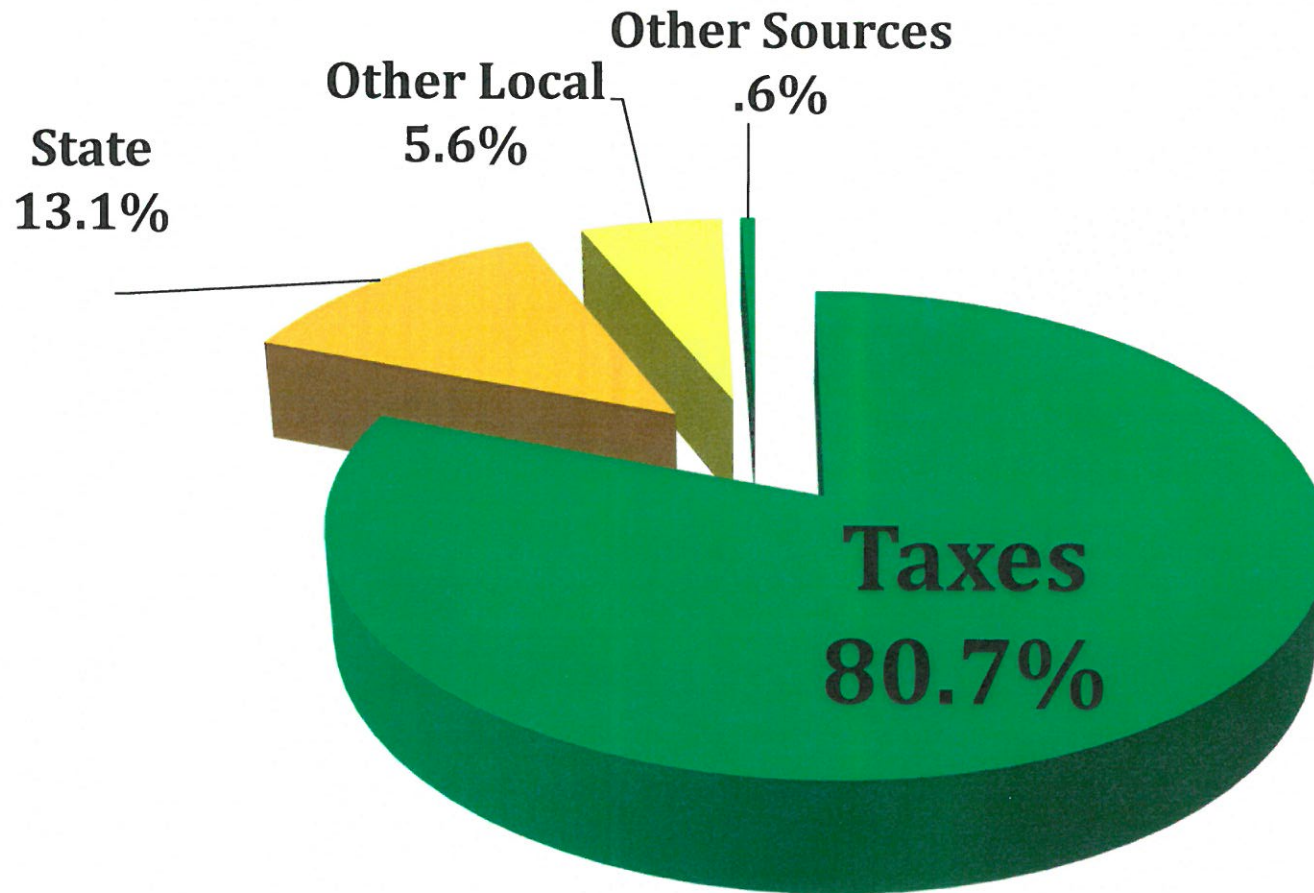


Fiscal Year to Date (FYTD) Revenue by the Numbers

July 1, 2020 to March 31, 2021

		\$	%
FY21 Forecast	FY21 Actual	Variance	Variance
\$43,102,154	\$44,087,487	\$985,333	2.23%

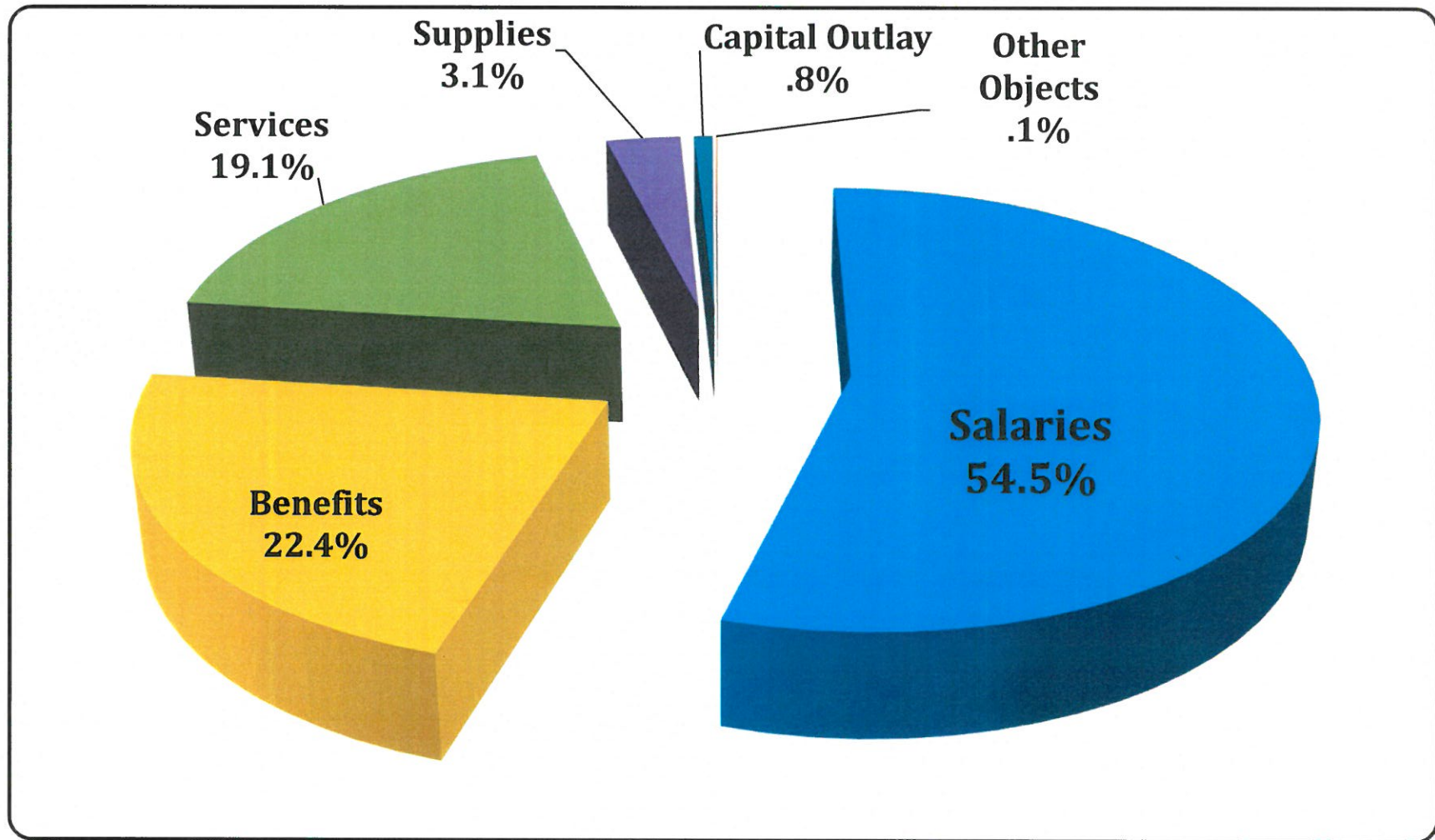
Fiscal Year to Date (FYTD) Revenue by the Numbers (\$44.1)



Expenditures by the Numbers

March			
		\$	%
FY21 Forecast	FY21 Actual	Variance	Variance
\$4,470,050	\$4,289,969	(\$180,081)	-4.20%

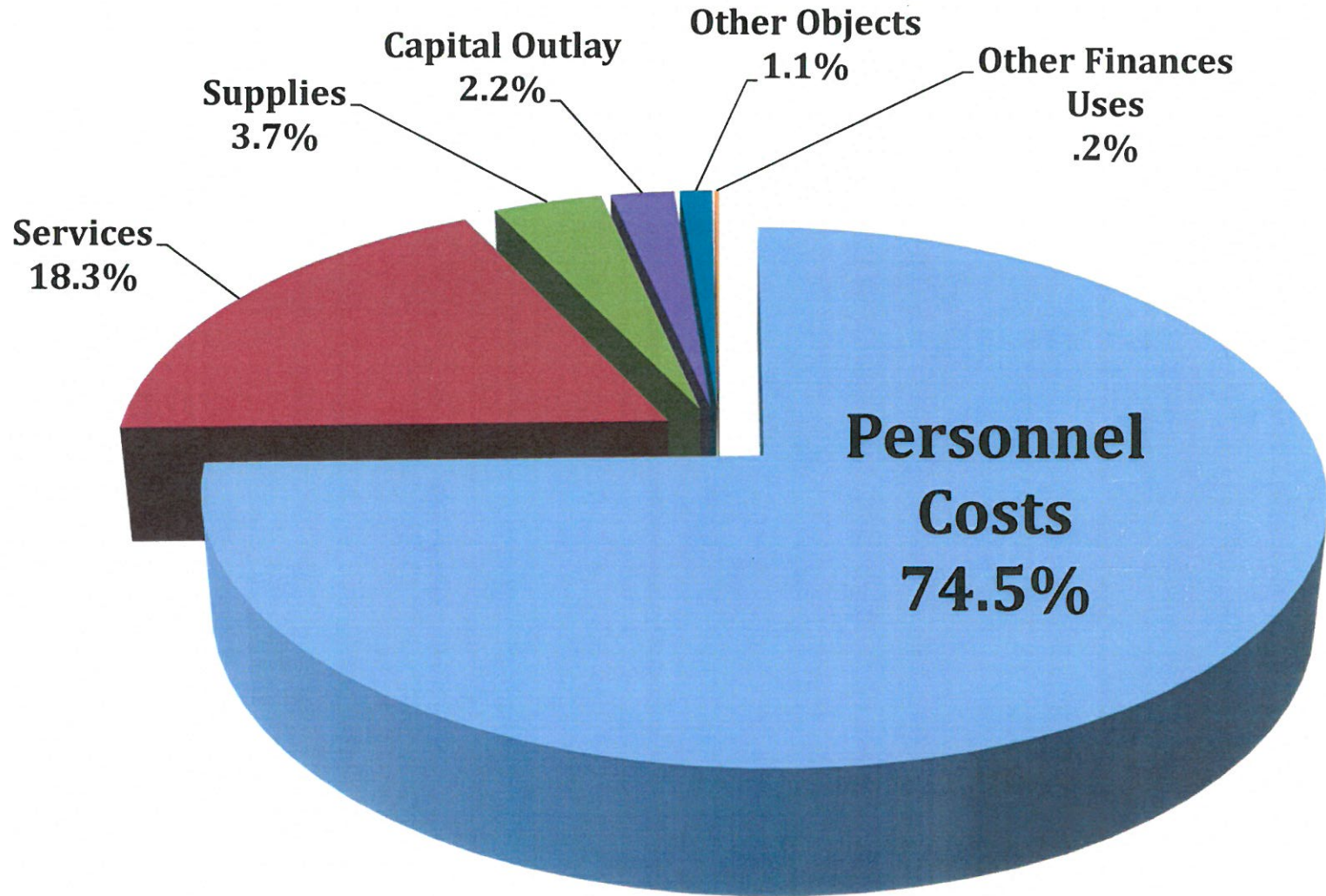
March Expenditures = \$4.3M



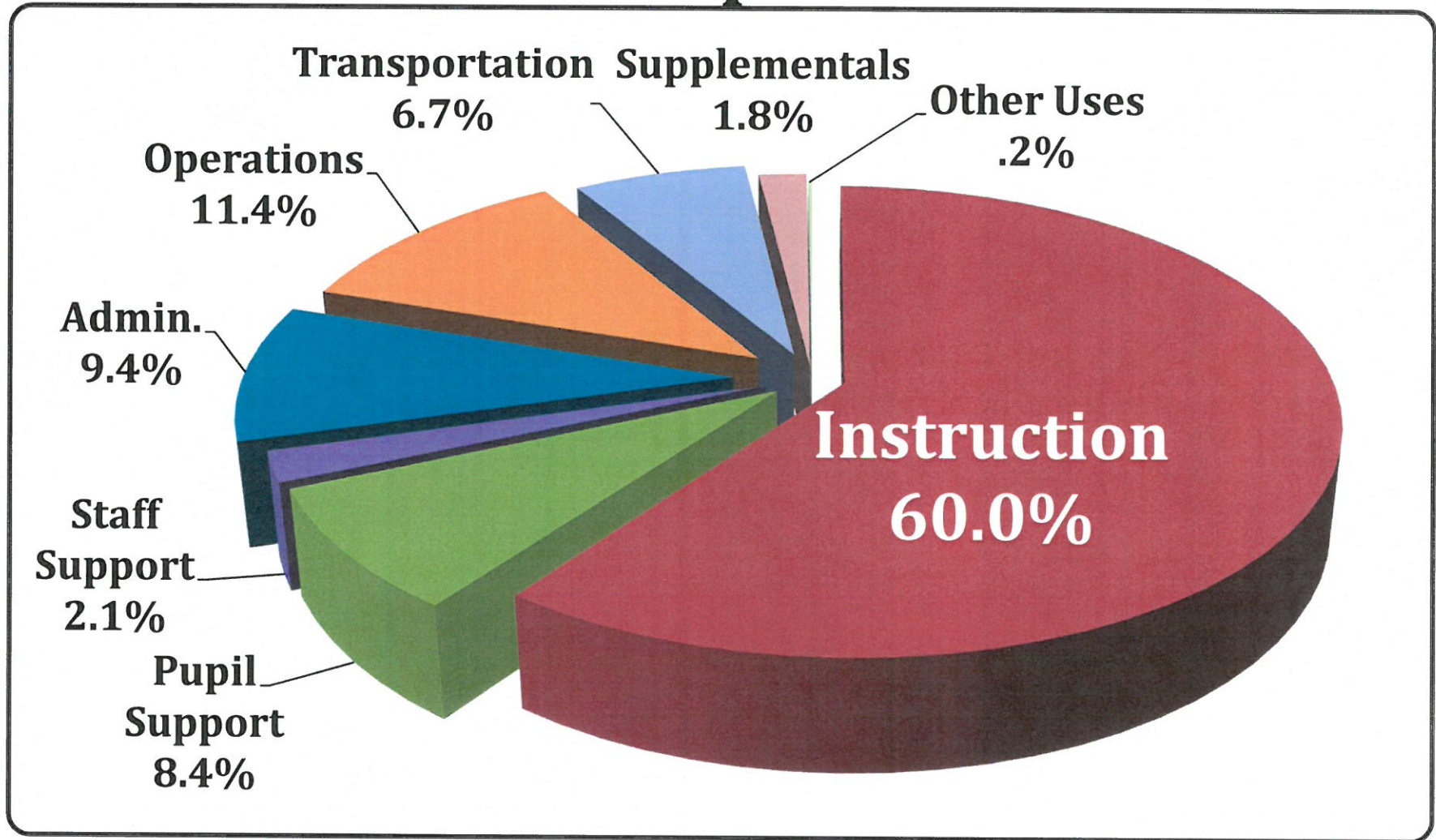
Fiscal Year to Date Expenditures by the Numbers

July 1 to March 31, 2021			
		\$	%
FY21 Forecast	FY21 Actual	Variance	Variance
\$39,064,758	\$38,170,902	(\$893,856)	-2.34%

FYTD Expenditures - \$38.2M

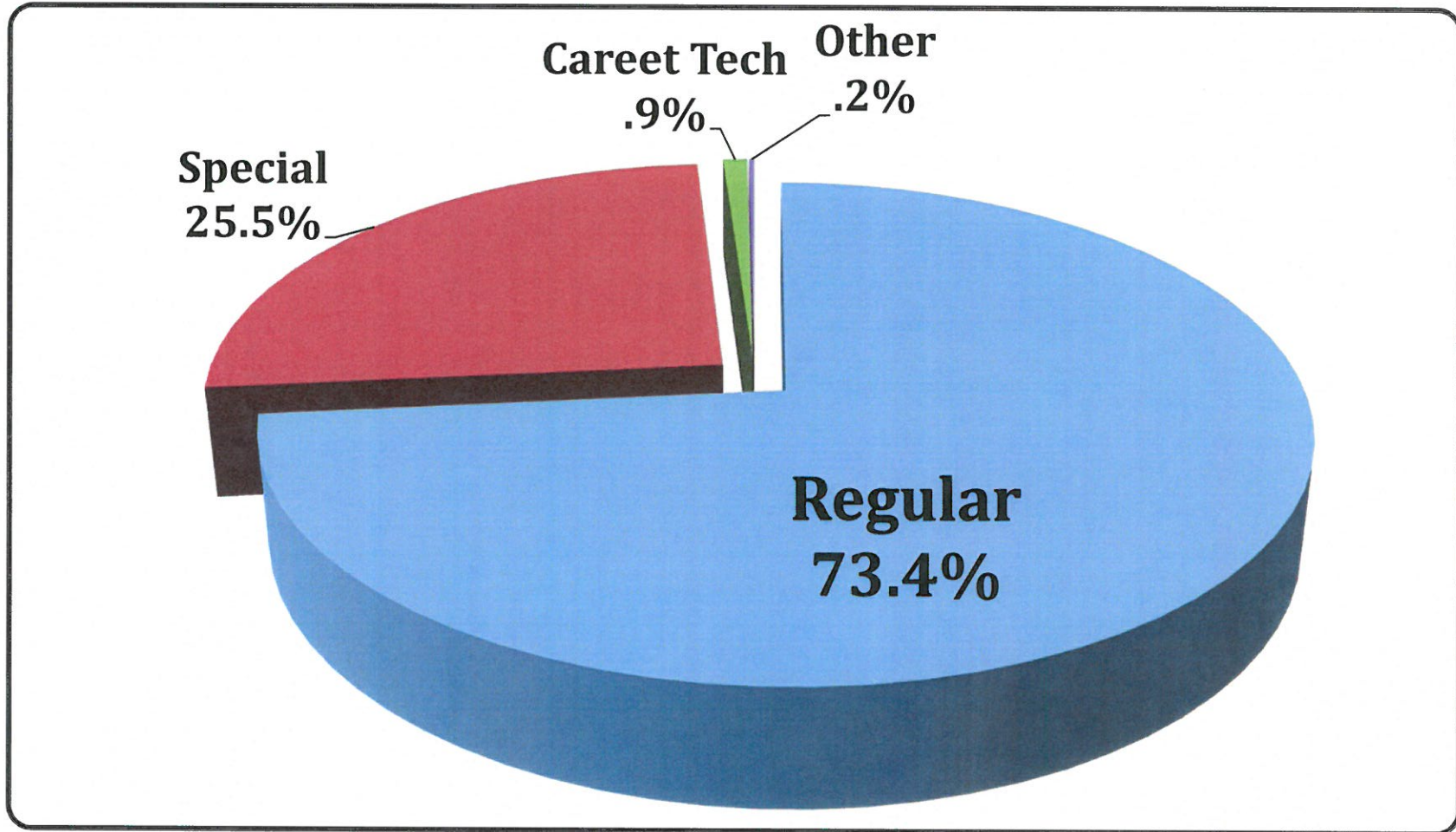


Alternate View of Expenditures = \$38.2M



Each category includes salaries, benefits, services, supplies, capital outlay and other objects.

FYTD Instruction Costs = \$22.9M



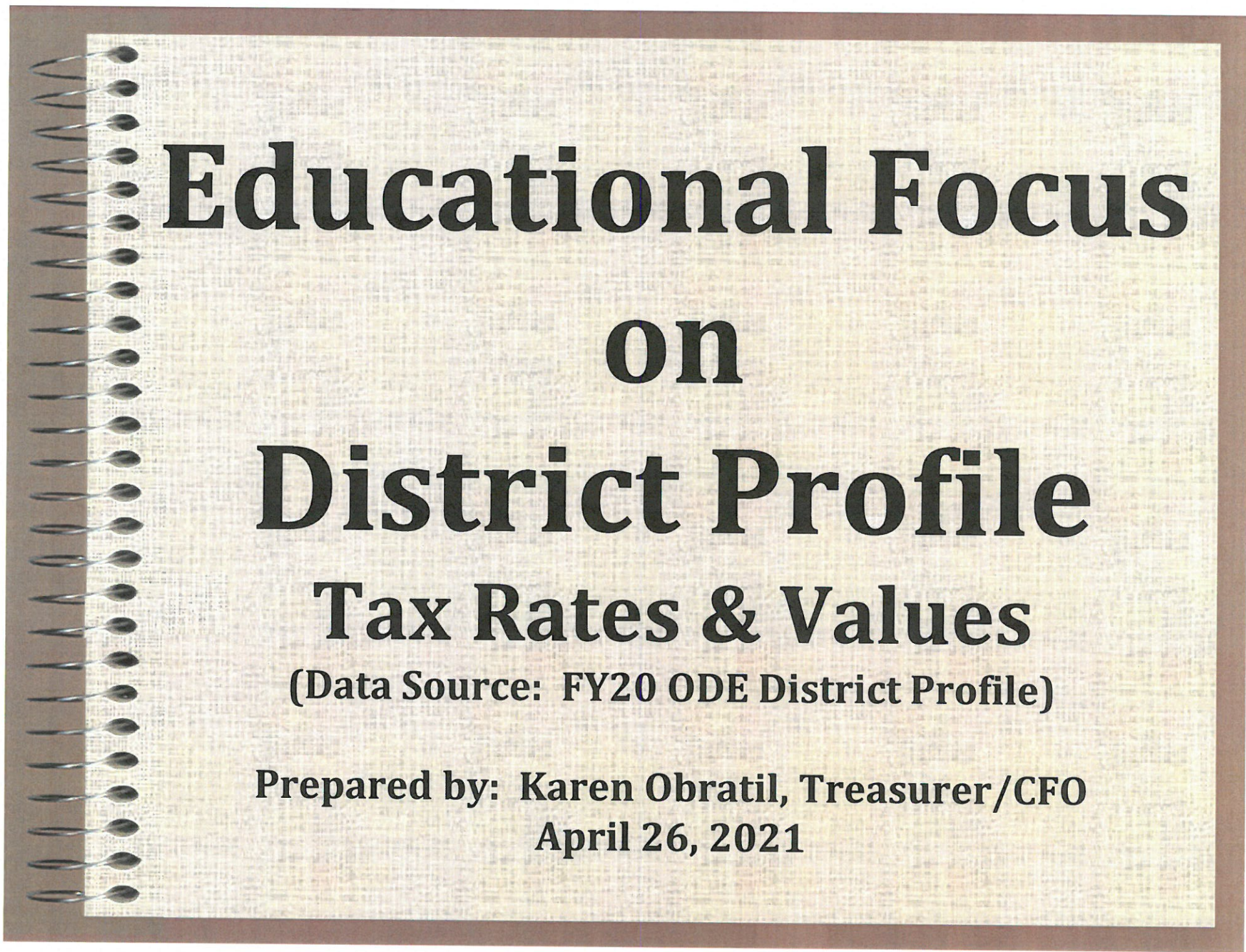
Regular	\$16,806,015	Career Tech	\$207,078
Special	\$5,845,055	Other	\$48,563

Bottom Line

Fiscal Year End Cash Balances

3/31/2021

			FY21 Forecast to FY21 Actual	
	FY21 Forecast	FY21 Actual	\$ Change	% Change
Revenue	\$43,102,154	\$44,087,487	\$985,333	2.23%
Expenditures	39,064,758	38,170,902	(893,856)	-2.34%
Excess of Revenue over Expenditures	4,037,396	5,916,585		
Beg. Cash Balance	15,095,534	15,095,534		
Ending Cash Balance	19,132,930	21,012,119	1,879,189	
Outstanding P.O.s	(4,117,666)	(4,117,666)		
Unencumbered Balance	\$15,015,264	\$16,894,453	\$1,879,189	

The image shows the cover of a spiral-bound notebook. The cover is a light beige or cream color with a fine, woven texture. A silver metal spiral binding is visible along the left edge. The text is printed in a bold, black, serif font. The main title is centered and reads: "Educational Focus on District Profile Tax Rates & Values". Below the title, there is a subtitle in a smaller font: "(Data Source: FY20 ODE District Profile)". At the bottom, the author's name and the date are listed: "Prepared by: Karen Obratil, Treasurer/CFO" and "April 26, 2021".

Educational Focus
on
District Profile
Tax Rates & Values

(Data Source: FY20 ODE District Profile)

Prepared by: Karen Obratil, Treasurer/CFO
April 26, 2021

District Square Miles

Green Local	33
Brecksville-Broadview Hts. City	29
NORDONIA HILLS CITY	28
Strongsville City	25
North Royalton City	25
Twinsburg City	23
Copley-Fairlawn City	23
Stow-Munroe Falls City	21
Westlake City	16
North Canton City	15
Tallmadge City	14

Total Operating Millage

(including JVS)

Strongsville City	86.08
North Canton City	80.70
Brecksville-Broadview Hts. City	80.43
NORDONIA HILLS CITY	74.28
Tallmadge City	72.59
Twinsburg City	69.29
Westlake City	64.40
North Royalton City	63.10
Copley-Fairlawn City	61.67
Stow-Munroe Falls City	51.19
Green Local	40.91

Effective Tax Rates – Real Estate

(includes JVS mills)

Tallmadge City	44.17
Twinsburg City	42.52
Strongsville City	42.25
NORDONIA HILLS CITY	41.47
Brecksville-Broadview Hts. City	39.46
North Canton City	39.25
Stow-Munroe Falls City	39.13
North Royalton City	38.00
Copley-Fairlawn City	33.94
Green Local	33.03
Westlake City	28.28

Effective Millage (Other)

(includes JVS)

Tallmadge City	52.41
Twinsburg City	48.91
Brecksville-Broadview Hts. City	47.55
Strongsville City	47.49
North Canton City	46.83
NORDONIA HILLS CITY	44.76
Stow-Munroe Falls City	42.24
Copley-Fairlawn City	39.85
North Royalton City	38.12
Green Local	34.33
Westlake City	33.03

Res/Ag Values as % of Total Values

North Royalton City	83.44%
Tallmadge City	80.91%
Brecksville-Broadview Hts. City	80.45%
NORDONIA HILLS CITY	79.29%
Stow-Munroe Falls City	78.06%
North Canton City	76.67%
Strongsville City	76.32%
Green Local	74.01%
Westlake City	71.66%
Twinsburg City	70.53%
Copley-Fairlawn City	56.73%

Other Values as % of Total Values

Copley-Fairlawn City	33.72%
Twinsburg City	27.00%
Westlake City	26.28%
Strongsville City	20.91%
Stow-Munroe Falls City	20.42%
North Canton City	19.25%
Green Local	17.94%
Tallmadge City	17.39%
Brecksville-Broadview Hts. City	16.86%
NORDONIA HILLS CITY	16.52%
North Royalton City	14.15%

Public Utility Values as % of Total Values

Copley-Fairlawn City	9.56%
Green Local	8.05%
NORDONIA HILLS CITY	4.19%
North Canton City	4.08%
Strongsville City	2.76%
Brecksville-Broadview Hts. City	2.70%
Twinsburg City	2.47%
North Royalton City	2.41%
Westlake City	2.05%
Tallmadge City	1.69%
Stow-Munroe Falls City	1.52%

Business Values as % of Total

Copley-Fairlawn City	43.27%
Twinsburg City	29.47%
Westlake City	28.34%
Green Local	25.99%
Strongsville City	23.68%
North Canton City	23.33%
Stow-Munroe Falls City	21.94%
NORDONIA HILLS CITY	20.71%
Brecksville-Broadview Hts. City	19.55%
Tallmadge City	19.09%
North Royalton City	16.56%