

Updated August 5, 2016

Parent Handbook



**Avon Early Learning Center
3075 Stoney Ridge Road
Avon, Ohio 44011**

**440-934-5124
440-934-2147 Fax
440-695-0561 Attendance**

www.avonlocalschools.org

2016-2017



Dear Family and Friends of Avon,

Welcome to the Early Learning Center. We are looking forward to an exciting and successful school year. It is a great honor to know that you are sending your pride and joy to Avon Early Learning Center. I will be working with the staff this year to continue to foster the district's mission and vision and we will be doing great things with our students to help them to learn and grow. It is our goal to work in partnership with you to ensure that each student has a rewarding and enriching educational experience.

On behalf of the staff and the Avon Board of Education, I would like to extend an invitation for you to visit our school, attend your child's programs, and become an active member of our PTA. We are very proud and excited to be a partner in your child's education.

Yours in Education,

Colleen Mudore

AVON LOCAL SCHOOL DISTRICT MISSION STATEMENT

The mission of the Avon Local School District is to create excellence in education for all children through the partnership of home, school and community.

BOARD OF EDUCATION

Heather Mahoney, President
Art Goforth, Member
Kevin Romanchok, Member
John Weigman, Member
Kelly Zurawski, Member

DISTRICT ADMINISTRATION

Michael Laub, Superintendent
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Ben Hodge, Director of Curriculum and Instruction
Mike Elder, Director of Human Resources
Greg Manik, Director of Buildings and Grounds



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**Avon Early Learning Center
2016-2017 school calendar**

August 24, 25	PS screenings
August 30	Kdg Open House 5:30-7:30
August 31, September 1	Kdg K-RAL assessments (by appointment)
August 31	PS Open House 5:30-7:30
September 2	First full day of school for kindergartners
September 5	No school – Labor Day
September 21	Fall pictures
October 13, 14	No school – NEOEA Day, Teacher Inservice
October 20 and 27	Parent/teacher conferences
October 27	PS Fall parties
October 28	Kdg Fall parties
November 2	Picture retakes
November 22	Report cards sent home
November 23, 24, 25	No school – Thanksgiving break
December 7	Yearbook candid
December 21	Kdg and PS Winter parties
December 22 through January 2	No school – winter break
January 3	School resumes
January 13	No school – Teachers’ inservice
January 16	No school – Martin Luther King Day
February 9	Kindergarten Information Night 7:00 p.m. AELC
February 20	No school – Presidents’ Day
March 7	Spring pictures
March 8	Report cards sent home
March 9 and 16	Parent/teacher conferences
February 20	Kindergarten registration begins for 2017-2018
April 13	Kdg and PS Spring parties
April 14 through 21	No school – spring break
April 24	School resumes
May 2	Kdg spring concert
May 29	No school – Memorial Day
June 8	Last day of school for students, report cards sent home

STUDENT DAY

8:45 a.m. Buses and car riders arrive (doors close at 8:55 a.m.)
9:00 a.m. Class begins
11:45 a.m. Morning students dismissed
11:50 a.m. Lunch/recess for all day students
12:25 p.m. Lunch/recess for all day students
12:50 p.m. Afternoon students arrive
12:55 p.m. All day students return to class
3:45 p.m. Student dismissal

CUSTODY

The Avon Village office must be notified of any change in the status of a child's custody. Students may only be released to the legal guardian(s) as noted on the registration form unless the office is notified of other arrangements in writing. All custody papers must be on file in the office and updated if the custody orders are changed.

CHANGE OF ADDRESS

Parents should inform the office as soon as possible if they have a change of address or phone number in order to help in the event of emergency, addressing mailings and possibly a change in transportation. There is a change of address form on the district website that can be completed and sent in as well.

TRANSFER OR WITHDRAWAL OF A STUDENT

Any student who is transferring to another district must be withdrawn from our school. Parents must contact the office to make arrangements, and all school property (such as library materials) must be returned. After the correct forms are completed and any outstanding fees are paid, the student's records will be released.

ATTENDANCE (440-695-0561)

It is the responsibility of the home to have students in regular attendance. In accordance with the Missing Child Law (ORC3313.205), the following procedure will be effective. The parent and/or legal guardian must notify the school by 10:00 a.m. (or 1:30 p.m. for afternoon students) if the child is absent, along with the reason for the absence. If a call is not received, the school will try to contact you. The school attendance number is (440) 695-0561. It is a voicemail number, which is active 24 hours per day. Absence calls **will not** be taken on any other line. A student is considered truant until the parent contact has been made. ORC3313.1205 requires the parent to provide the school with the current address (not PO Box), telephone number, parent employment number, and an emergency number. Students who arrive late must be signed in at the office by a parent or guardian. Children should never be dropped off at the school as the building is locked and no one can supervise a student's admittance.

EXCUSED ABSENCE

The school administration is the determining agent for excused absences. Parents may request that a student be excused for: personal illness, death in the family, court or quarantine. Any student not present by of 9:30 a.m. will be considered ½ day absent (by 1:30 p.m. for afternoon students). Any student leaving before 2:35 p.m. will be considered ½ day absent. **The early release will then be listed on a daily attendance. Phone calls to release students early are discouraged.** All written requests for early release must be signed by the parent/guardian and include a reason and telephone number to verify the appointment. The voicemail number for attendance is not to request an early dismissal. The written request should be send to the main office first thing in the morning. Other requests for extenuating circumstances may also be considered by the building administrator. State of Ohio report card standards require school districts to average an attendance rate of 93% or better. In order to meet this standard, **students of Avon schools are allocated a sick bank of 10 days per year.** After 10 excused or 5 unexcused absences, the court referral process will begin.

SCHOOL RESPONSIBILITY

The school administration will notify the home at the following intervals:

10 Absent Day Letter – Notifying the home that the child has reached 10 absences and absences from that point forward will be considered unexcused unless a doctor’s excuse has been provided for illness.

7-Unexcused Absent Day Letter – Notifying the home regarding the schools intent regarding Lorain County Juvenile Court Referral.

FAMILY VACATION

Foremost, the Avon Local School District feels that family vacations during the school year place a hardship on the student and therefore encourages parents to arrange vacations to coincide with school vacation/breaks. However, those family vacations, which cannot be scheduled during designated breaks, may be excused provided proper notice is given to the school and the child’s current attendance status permits. Students who are going on a family vacation need to bring a note in to school, giving the dates that they will be out and when they will be returning. This must be done at least one week prior to leaving. While most family vacations will be excused by the administration, **days missed while on vacation count as an absence in a student’s bank of 10 days per year.**

ALL DAY KINDERGARTEN

Payment dates for all-day kindergarten are due **September 15, November 15, February 15 and March 1.** Because all day kindergarten is a voluntary program which adds additional costs, the district needs to ensure that all payments are current. Therefore, tuition payments must be up to date or your child will be placed in a half day class. Tuition payments may be made online or in the school office. Please remember to include your child’s name on the check.

MATERIALS FEE

There is a materials fee that is established by the Avon Local School district to help defray the cost of student consumable items. The amount of this fee for the year 2016-2017 is \$65.00. This amount covers the following supplies:

Classroom supplies (crayons, scissors, glue, glue sticks, pencils, erasers, black Expo markers, markers, privacy shield, take home folders), Technology (lab fee, headphones), Social Studies Weekly, Math workbooks (two per student)	\$65.00
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DRESS CODE

In general, school dress should be such that it ensures the health, welfare, and safety of the student, and enhances a positive image of our students and school. Appropriate school clothing should be clean, fit properly, and be without tears or rips. Inappropriate attire includes high heels, platform shoes, tube tops, clothing that shows undergarments or swim wear. We recommend comfortable play clothes, socks and closed-toe shoes daily. Flip-flops and Crocs are discouraged due to playground wood chips and mulch. Please mark all clothing with your child’s name.

BIRTHDAYS

We recognize that your child’s birthday is a special day. Due to allergies, the district’s policy discourages edible birthday treats in the classroom. Therefore, if you would like to send something in to celebrate your child’s birthday, it should be something other than a food item. The district would like to promote healthy and safe choices for all students. If you are having a party for your child, please mail the invitations or phone parents (unless you are inviting the whole class, or all the boys or all the girls). This request is intended to avoid hurt feelings on the part of anyone who may not be invited. Parents will be asked to provide directory information during Open House for classroom mailing list.

CLASSROOM VISITS

AELC values and welcomes parent involvement. If you plan to visit your child's classroom, please contact the teacher 24 hours in advance. Siblings may not be allowed for Star Student celebration without the teacher's consent. However, siblings are not permitted to accompany parents/guardians who are visiting the school for centers, workstations, computer lab, classroom parties, etc.

It does not cover the cost of field trips or special projects. As the year progresses, you will be notified if your child's class is going on a field trip or participating in an activity that will require additional funds. This fee is due and payable to the **Avon Local Schools**. NSF checks will be assessed a \$10.00 return item fee, plus an additional check collection processing fee. Families unable to pay fees should contact the principal. School fees must be paid by March 1, 2017 or your child's 2nd trimester report card will be held.

MONEY, CHANGE AND CHECKS

When money is sent to school for any reason (fees, lunch, field trip), we ask that you send the exact amount in an envelope clearly marked with the child's name and the name of his or her teacher. The school has no provisions to make change. All checks should be made out to the **Avon Local Schools** unless otherwise directed.

CONFERENCES, INTERIMS AND REPORT CARDS

Parents are expected to attend their child's conferences twice yearly, and to review, sign and return report cards and interim reports. Conferences have been scheduled for October 20th and 27th, and March 9th and 16th. Parents are not limited to two conferences, and may request a conference with the teacher or principal at any time. We welcome your input and involvement.

SCHOOL LUNCHES

Breakfast and hot lunches are available at AELC. To learn more about our food service program, go to the district homepage and click on "Food Service" under the "Departments" tab. If your child brings a lunch from home, please have your child's name clearly marked on all lunch containers.

RECESS AND PHYSICAL EDUCATION

Whenever possible, all day students will be taken outside for recess. Please dress your child with the appropriate outdoor clothing as the weather dictates. If it begins to rain, snow heavily, or the wind chill and temperature drop below 20 degrees, recess will take place indoors. Otherwise, children will go outside unless they have a medical excuse.

All students at AELC will have one class period of physical education each week. All children will need to wear tennis shoes on the day they have P.E. If tennis shoes are forgotten, students may not be allowed to participate in P.E.

CLASSROOM SUPPLIES

Most kindergarten supplies are provided by the school. Parents are expected to provide an appropriate book bag for their child. Kindergarten students may receive a list of additional supplies requested from their teacher. Tennis shoes will also be needed for classroom activities and physical education.

EMERGENCY MEDICAL FORM/STUDENT INFORMATION FORM

Every Avon student must have Emergency Medical/Student Information up to date. Please note that the completion date for this is **August 31, 2016**. This information provides vital information to the staff in the event of an illness or injury. Please notify the school office of any change of address or contact numbers during the year. We recommend that emergency contacts be local relatives/friends who are able to pick up a sick or injured child if necessary.

SCHOOL CLOSINGS

We understand that the closing of school has a great effect on families. Should severe weather strike, our superintendent, Michael Laub, may cancel school. Listed below are ways to stay informed:

- Follow **@MikeLaub** on Twitter. The school cancellation will be posted here first.
- Always check the homepage on the website. As long as there is power, the cancellation of school is posted to eh website next. Don't forget to refresh the page if you are leaving it open and waiting for an update.
- Our electronic notification system, **SchoolConnects**, will notify you of any school closings. If your emergency information has changed, please call our office at 440-934-5124. Please note that the automated phone messaging system can be used for different types of notifications, so be sure to listen to the message in its entirety.
- Local television channels 3, 5, 8 and 19 (in that order) are notified of school closings.
- School closings are also sent through **eNews**. Sign up for **eNews** by going to our homepage and scroll to the bottom left of the screen.

If school has NOT been cancelled and you feel it is unsafe for your child to attend, please do not feel that you have to send your child to school. Please call the attendance line and state inclement weather as the reason for your child's absence. Likewise, if the weather clears throughout the day and you feel it is safe, we encourage you to bring your child to school.

ILLNESS AND INJURY AT SCHOOL

If a student becomes ill or injured at school, he/she will be sent to the office, and if necessary, a parent will be contacted to pick up the student. It is recommended that a student be kept home from school if he/she has had any of the following:

Diarrhea/loose stool within the last 24 hours

Vomiting within the last 24 hours

Sore throat, difficulty swallowing, white spots on tonsils or throat

Severe cough, congestion, drainage or relentless sneezing

Undetermined rash/itching

Temperature of 100 degrees Fahrenheit or higher

Red, itching burning or crusting of one/both eyes

Eggs (nits) or head lice – until cleared by nursing staff (see school nurse for lice policy)

Note: Student must be fever/vomit/diarrhea free without medication (for example: Tylenol) for 24 hours prior to returning to school. Also, students diagnosed with a condition requiring antibiotics (for example: pink eye, strep throat) must be on antibiotics for 24 hours before returning to school).

Required Immunizations

The following immunizations are required under Ohio Revised Code 33.13.67.

<https://www.odh.ohio.gov/~media/ODH/ASSETS/Files/bid/immunizations/schoolsummary.pdf>

DPT (Diphtheria, Tetanus, Pertussis)

Polio (Poliomyelitis)

MMR (Measles, Mumps, Rubella)

Hepatitis B

Varicella (Chickenpox)

Proof of vaccination must be provided to the school prior to the 14th day of school.

Head Lice:

Ohio Revised Code 3701-3-13 states, "A person with head lice shall be excluded from school or childcare until after the first treatment with an appropriate pediculicide." The nursing staff does not do routine lice checks in the classroom; however, nursing can check students who are suspected of having lice and provide information on prevention and treatment.

Chronic Conditions:

If your student has a chronic medical condition that requires special supplies while at school, (for example: an insulin pump), please contact the school nurse.

Early Dismissal for Doctor's Appointments:

For a scheduled doctor's appointment, students should present a written request to be released early when they arrive at school. Phone calls to release students early are discouraged. All written requests for early release must be signed by the parent/guardian and include a reason and telephone number to verify the appointment. The voicemail number for attendance is not to request an early dismissal.

Medication

The Board of Education recognizes that many students are able to attend school only through the effective use of medication in the treatment of disabilities or illnesses that do not hinder the health or welfare of others. Parents should be aware that the school district contracts with the Lorain County General Health District for provided nursing services. If possible, **all medication should be given by a parent/guardian at home.** If this is not possible, parents may come to school to administer medications only when no alternative is available. Students may be give medication while at school if the following conditions are met:

1. Written authorization must be on file with the Main Office prior to any medication being administered. This authorization must be on the approved medication form provided by the school, including proper instructions for dosing.
2. The medication authorization form must be completed in its entirety by the parent/guardian of the student, including a physician's signature (All medication, prescription and/or over the counter must be signed by a physician.
3. At no time shall a student be in possession of medication while on school property. Medication will be kept in the clinic/main office.
4. All medication must be received by the school in the original container, labeled with the students name and must be delivered to the main office by a parent/guardian. No expired medications will be accepted. If a medication expires during the school year, the nurse will notify the parents to pick up the expired medication and bring in a non-expired replacement. All medication must be picked up by the last day of school. Any medication left at school at the end of the year will be discarded.
5. Cough drops may be taken by a child in school, provided a written note accompanies the cough drops **EACH** time they are sent to school with the child.

SAFETY

Crisis Procedures: In accordance with Ohio Revised Code, Avon Early Learning Center has adopted a Crisis Manual, which specifies both guidelines and procedures for crisis situations. Fire and tornado drills along with lock-downs will be practiced on a regular basis. In the interest of safety for all parties involved with crisis situations, practice or real, students are required to behave appropriately and according to staff directives. Inappropriate behavior or a lack of seriousness towards the event will result in disciplinary measures.

Emergencies: In the event school is dismissed early due to an emergency (tornado, building equipment failure, calamity), parents/guardians will be notified via **SchoolConnects**.

Fire Drills: When the fire alarm rings, children leave the room/area and are expected to walk quickly and quietly to the designated exit. Intentional ringing of false fire alarm is punishable under the law. Violators will be prosecuted. Fire drills will be conducted monthly, weather permitting.

Tornado Drills: Tornado drills are held to help prevent injuries and deaths during an emergency. Students should listen closely to the announcements and to the teachers as to how to proceed quickly but orderly to their assigned shelter area. Tornado drills will be conducted periodically.

Lockdown Drills: Safety drills are put into place to secure the building when necessary. They will be practiced periodically throughout the school year in accordance with the Crisis Manual procedures. Induced unnecessary panic is punishable under the law. Violators may be prosecuted.

STUDENT BUS RESPONSIBILITIES

The following rules are posted in each Avon Local School District bus (ORC, Section 3319.41 and OAC 68-161):

To avoid losing bus privileges, please follow these rules.

1. Remain seated and keep aisles clear.
2. The bus driver will assign seats.
3. Keep head and hands inside bus.
4. Noise on the bus should be kept to a minimum. No screaming, shouting, or yelling.
5. Be courteous – no profanity.
6. Observe classroom conduct.
7. Violence is prohibited.
8. Do not damage the bus or equipment.
9. Do not eat or drink on the bus.
10. The use of tobacco is prohibited.
11. You may only ride your assigned bus.
12. For your own safety, cooperate with the driver.

Additional Guidelines for Students

1. Carry with you only items that can be held in your lap.
2. Animals are prohibited on Avon Local School District buses.
3. When crossing the roadway to board the bus (or after exiting the bus), wait for a hand signal from the driver indicating that it is okay to proceed. At that time, begin crossing the roadway, staying at least 10 feet beyond the front of the bus.
4. Do not attempt to get on or off the bus until it has come to a complete stop.
5. At all times, remain seated while the bus is in motion.
6. Be sure to reach your assigned bus stop five minutes prior to your designated pick-up time.
7. Talking or creating any other noise while the bus is at or approaching a railroad crossing is prohibited.
8. Cell phone use is prohibited.
9. Changing clothes on the bus is prohibited.
10. Do not board or exit the bus through the emergency door unless specifically instructed to do so by the driver. (The emergency exit must always remain free from obstructions).
11. After you have boarded the bus, you may not exit the bus without permission of the driver.
12. **NO TOYS** are permitted on the bus.
13. **NOTHING SHOULD BE HANGING FROM BACKPACKS, BOOK BAGS, OR CLOTHING.** Such objects become entangled and caught on bus handrails while boarding or exiting the bus.

TRANSPORTATION ARRANGEMENTS

All AELC students are presumed to be bus riders and are assigned to a bus route by the transportation department. For the safety of all children, the transportation policy requires that your child(ren) MUST be picked up at the same location Monday through Friday. While the drop off pick up location may differ from the pick-up location, each location must be consistent Monday through Friday. For example, a child can be picked up Monday through Friday at the location (stop) designated for the home address and dropped off Monday through Friday at a latch key environment. Also, if your child is to be picked up or dropped off at a location OTHER THAN THE STOP ASSIGNED FOR YOUR HOME ADDRESS, you must complete "Change in Transportation Form" with the Transportation Office (35601 Detroit). You can pick this form up in the main office, online (www.avonlocalschools.org) or contact the Transportation Office directly at 440-937-0503.

TRANSPORTATION GUIDELINES

1. The state of Ohio restricts the use of Avon school buses to students enrolled in the Avon Schools. Therefore, children living outside of the Avon Local School District, by law, **may not** ride an Avon School district bus.
2. The Avon Local School District Code of Conduct (as stated in the bus handbook) is in effect and is applicable whether a student is in a school building, on the school grounds, or riding a bus.
3. Students riding Avon Local School District buses must continually remain respectful of the privilege of not only riding a school bus, but of the bus drivers as well. At all times, students must comply with request that bus drivers must make of them.
4. When disciplinary action is required, the following procedure is implemented; the driver of the bus will complete a written referral. This will then be submitted to the appropriate school administrator. When applicable, the following will occur:
 - a. At the first offense requiring a written referral, the student will not be permitted to ride an Avon Local School District bus for up to ten (10) days, depending upon the degree of the offense.
 - b. The second offense requires that the student will not be permitted to ride an Avon Local School District bus for up to twenty (20) days, depending upon the degree of the offense.
 - c. The third offense requires that the student will not be permitted to ride an Avon Local School District bus up to the remainder of the school year, depending upon the degree of the offense.

CAR RIDER PROCEDURES

Children who are car riders are dropped off and picked up at the back of the school. Follow the signs to the left as you enter the parking lot. Please park your car and walk to the door when dropping off and picking up.

Drop off in the morning is at 8:45 a.m. (doors close at 8:55 a.m.) and afternoon is at 12:50 p.m. Pick up for morning students is at 11:45 a.m. and afternoon is at 3:30 p.m.

If your child is not a daily car rider and needs to be picked up from school on a certain day, you will need to send a signed and dated note with your child's full name and the name of his or her teacher. PTA provides "A Note to School" pad to every family at the beginning of the school year. One of these sheets can be used for when your child is a car rider (or needs to be picked up early). Please avoid small notes as they may get lost. Emails and phone calls requesting your child be a car rider are not permitted.

AVON Parent Teacher Association

PTA is the combined parent/teacher association for Avon Early Learning Center and Avon East Schools. The mission of the PTA is child advocacy, parent education and support of education. The PTA meets the

first Wednesday of each month. All staff, parents/guardians of students K-2 are encouraged to attend. Just some activities of the PTA include:

Room parents, Pride Day, Junior Achievement, Right to Read Week, Family Fun Night, Newsletter, Book Fair, Staff Appreciation, Reward Programs, Field Day, Community Service, Ways and Means...and more!

By joining PTA and attending meetings, you will stay informed of activities and programs at our schools, what events are coming up, and how you can be of help. PTA also provides a wonderful opportunity to meet and network with parents and family members of your child. When you join PTA you will be added to our email distribution list that will keep you up to date with issues and events pertaining to your child's education. To obtain more information or to join, click on the "PTA" link under "Parents" on the district website. Your ideas and assistance are welcomed and appreciated, and you will be glad you joined. The child that will benefit most from your involvement in PTA is your own

NON-DISCRIMINATION CLAUSE

The Avon Board of Education and its staff are dedicated to providing equal opportunities and equal employment opportunities without regard to sex, race, color, national origin, religion, age or disability. If one has a concern about equal opportunities and equal employment opportunities, please contact the office, as they have the appropriate information on whom to contact.

TITLE IX

In accordance with Title IX Federal Guidelines, the Avon Board of Education has established a policy for making formal grievances of gender discrimination practice in the school format. Those wishing to make an appeal may request a Title IX Grievance Form from the high school office. Upon completion the grievance will be submitted to the designated coordinator.

FERPA (STUDENT RECORDS)

The Avon Local School District Board of Education is required to follow Ohio and Federal law as to the maintenance and release of student records.

Ohio and Federal law prohibit the release of personally identifiable student information in certain specified circumstances without the written consent of the parent/legal guardian or the student, if eighteen or older. The consent is to be signed and dated and states the purpose of the disclosure. The School District may release "directory information" without consent and such information includes: names, address, telephone number, and date of birth, major field of study, dates of attendance, date of graduation, sports and activities participated in, and, in case of athletic team members, the height and weight of the student. For purposes of FERPA, members of the Board of Education, School District Administration, School Building Administration, teachers, and educational aides are considered to be school officials with a legitimate educational interest in viewing student educational records.

A parent/legal guardian or eligible student has the right to inspect and review the student's educational records, as well as the right to seek the correction of inaccurate or misleading records and that personally identifiable information about the student will not be released without consent, subject to the certain exceptions listed as directory information. The Board of Education has designated the following individual(s) to contact if a parent/legal guardian or student seeks access of the amendment of educational records: Yolanda Little.

Procedures for challenging or amending inaccurate or misleading information in a student's educational record are found in Board Policy No. JO. Complaints involving an alleged violation of FERPA may be addressed to:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5920

CODE OF CONDUCT

STUDENT BEHAVIOR AND DISCIPLINE

A goal of our educational program is to encourage independence and responsibility which are characteristic of the mature person. A constant respect for persons whether they are teachers, students, staff, visitors or others is a basic requirement. One of the most important lessons education should teach is discipline. While it does not appear as a subject, it underlies the whole educational structure. In accordance with this philosophy, the Avon Board of Education has adopted a "Zero Tolerance Policy" for inappropriate student behavior.

OSS / Expulsion

The Ohio Legislature has adopted ORC section 3313.66 et seq., which has placed into law procedural standards for Out of School Suspension (OSS) and Expulsion of students from school. Suspension may be administered by the principal, assistant principal, or superintendent. Only the Superintendent may expel a student. Out of School Suspension and Expulsion are unexcused and count in the ten (10) day bank. Credit will not be awarded for daily assignments, quizzes, and homework while a student is suspended out of school. However, as point values vary from teacher to teacher and course to course, the administration may grant a student the ability to make up assessments that are deemed of significant point value and are critical to a student's ability to pass the nine weeks. Permitted make-up work is the responsibility of the student to complete and must be done within three (3) school days once they return. In cases of expulsion, students may not make up their assignments. The Avon Board of Education has adopted a policy that fulfills all requirements of the law. Specific guidelines have been established in providing courses of action to pursue should a student or parent choose to appeal a suspension or expulsion decision

Appeal Procedure

Should a student who is 18 or older or a minor student's parent(s) or guardian(s) choose to appeal a suspension, he/she must do so in writing to the Superintendent within three (3) calendar days of the notice of suspension; to appeal an expulsion a student must do so in writing through the Superintendent's office within three (3) calendar days of the Superintendent's decision to expel.

The rules and regulations of the Student Code of Conduct are in effect for all Avon students at all school activities both on and off school grounds. A violation of any section of the Code of Conduct will result in the following penalties. **Each section includes examples, which are not intended to be exhaustive.**

Zero Tolerance Policy

Students are expected to conduct themselves in such a way that they respect and consider the rights of others. Students of the district must conform to school regulations and accept directions from authorized school personnel. The Board has "zero tolerance" of violent, disruptive or inappropriate behavior, including excessive truancy (ORC 3313.534), by its students.

A student who fails to comply with established school rules or with any reasonable request made by school personnel on school property and/or at school-related events is subject to approved student discipline regulations. The Superintendent/designee develops regulations, which establish strategies ranging from prevention to intervention to address student misbehavior.

Students and parents annually receive, at the beginning of the school year or upon entering during the year, written information on the rules and regulations to which they are subject while in school or participating in any school-related activity or event. The information includes the types of conduct, which are subject to dismissal from school or other forms of disciplinary

action. The Board directs the administration to make all students aware of the Student Code of Conduct and the fact that any violations of the Student Code of Conduct are punishable. The rules also apply to any form of student misconduct directed at a district official or employee or the property of a district official or employee, regardless of where the misconduct occurs.

If a student violates this policy or the Code of Conduct, school personnel, students or parents should report the student to the school administrator. The administration cooperates in any prosecution pursuant to the criminal laws of the State of Ohio and local ordinances.

The student who commits an act that inflicts serious physical harm to persons or property if it was committed at school, on other school property, or at a school activity, event or program, or is against school personnel on or off school property, may be expelled from school and recommended for permanent exclusion if the student is convicted or adjudged a delinquent child.

Anti-Bullying / Harassment / Intimidation / Bullying / Menacing / Hazing Policy

The Avon Board of Education is committed to providing a safe, positive, and nurturing educational environment for its students and staff. The Board encourages the promotion of positive interpersonal relations between all members of the school community. Harassment, intimidation, bullying, menacing, and/or hazing toward an individual such as a student or staff member is strictly prohibited and will not be tolerated.

This policy applies to all activities in the District, including activities on or off school property and/or while on a school vehicle. In addition, if these actions occur in the public sector, the perpetrator may be subject to disciplinary actions.

Definition of Harassment, Intimidation, Bullying, Menacing, Hazing

The Board views harassment as a form of discrimination. Harassment is defined as intimidation by threats of physical violence and the creation of a climate of hostility. Harassment includes the use of language, conduct, or symbols in such a manner as to be commonly understood to convey hatred, contempt, or prejudice. Harassment is also defined as the effect of insulting or stigmatizing an individual and/or group. It includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior. An act of harassment can be nonverbal, verbal, written, or physical in nature and based on age, race, religion, color, national origin, marital status, sexual orientation, physical characteristics, cultural background, socioeconomic status, or disability. The behavior or act in question must occur more than once and have the effect of harming an individual, damaging an individual's property, placing an individual in reasonable fear of harm to the individual's person or to the individual's property, and also be sufficiently severe, persistent, or pervasive that it creates an intimidating, threatening, or an abusive environment for an individual.

Intimidation includes, but is not limited to, any threat or act intended to tamper, substantially damage, or interfere with an individual and/or his property, cause substantial inconvenience, subject another to offensive physical contact, and/or inflict serious physical injury.

Bullying includes, but is not limited to, an individual willfully and repeatedly exercising power or control over another with hostile or malicious intent. Bullying can be physical, verbal, written, electronically transmitted, and/or psychological in nature. Bullying may occur through attacks on an individual and/or his property, or any combination of these.

Menacing includes, but is not limited to, any act intended to place an individual in fear of serious physical, emotional, and/or psychological injury.

Hazing includes, but is not limited to, any act of coercing another, including the victim, to do and/or initiate an act against an individual which creates a substantial risk of causing physical, emotional, and/or psychological harm to another person. Permission, consent, ritual, or

assumption of risk by any individual subjected to hazing does not lessen the prohibition contained in this policy.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be of this nature to the building administration. All complaints that violate this policy shall be investigated. If the investigation finds an instance of this nature, appropriate disciplinary action will result. This may include consequences up to expulsion for students, up to discharge for employees, up to exclusion for parents, guests, students, volunteers, and contractors, and up to a removal from any officer position and/or a request for a resignation for Board members. Individuals may be referred to law enforcement.

H.B 276 provides school district employees, students, and volunteers with qualified civil immunity for damages arising from reporting an incident of student harassment, intimidation, or bullying. Retaliation against any individual is prohibited including those who report, are thought to have reported, have filed a complaint, or have otherwise participated in an investigation or inquiry concerning allegations of this nature. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. Retaliation and/or intentionally making a false report for the purpose of getting someone in trouble are prohibited and may result in disciplinary action.

A strategy will be administered to protect victims from additional harassment and individuals from retaliation.

Students and/or staff members who fail to abide by this policy will be subject to disciplinary action and may be liable for civil and criminal penalties in compliance with Ohio law.

The Avon Local School District will report to EMIS the number of incidents of harassment by students against other students that violate the district's anti-harassment policy.

Privacy / Confidentiality

The Avon Local School District will respect the privacy of the complainants, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the administration's legal obligations to investigate, to act, and to conform to any discovery and / or disclosure obligations. All reports generated shall be maintained as confidential to the extent permitted by law.

The rules and regulations of the Student Code of Conduct are in effect for all Avon students at all school activities both on and off school grounds. A violation of any section of the Code of Conduct will result in the following penalties. **Each section includes examples, which are not intended to be exhaustive.**

Section I

The district has the authority to issue discipline up to 80 days of expulsion with police contact for any violations of the Code of Conduct in Section 1, Items 1-39.

1) Disruption in School or Class

A student shall not by use of violence, force, coercion or threat cause a disruption or obstruction to the school's operation. This will include repeated misbehavior in the classroom, school environment or on school property.

2) Profanity / Obscene Language / Uncontrolled Temper

A student shall not use profanity, obscene language, obscene gestures and signs, written or verbal, directed toward students and/or school personnel on school property or when representing Avon Local Schools.

3) Insubordination and Disrespect

Insubordination is refusing to comply with the directions of school personnel and student teachers for appropriate behavior of a student while on school property or at school activities. Verbal abuse, disrespect, dishonor or other such actions directed (written or verbal) at any member of the school staff, student teachers, or another student, will not be tolerated.

4) Forgery/False Reports

No student shall cheat, lie, prefabricate, deceive, use crib notes, receive or disseminate answers to a test, or falsify records. Neither shall any student forge, falsify, distort, or misrepresent (in verbal or written form) dates, times, addresses, grades or other data contained in any communication to or from the school. Any student who assists or participates in any of the above actions on a secondary basis shall also be subject to discipline.

5) Academic Dishonesty

No student shall fraudulently, dishonestly, or deceptively obtain and use the work of another, or otherwise violate a teacher's reasonable requirements with respect to proper test taking or the completion of work assignments. Neither shall any student assist another student in the pursuit of academic dishonesty, by providing information or by any other means. For purposes of this policy, work is broadly construed and includes without limitation, ideas, writings, works in progress, completed work product, examination questions, and examination answers. Any student who misappropriates or plagiarizes someone's work, assists another in such misappropriation or otherwise engages in academic dishonesty shall not obtain credit for the work in question and shall be subject to other disciplinary action.

6) Truancy

Truancy exists when a student is absent from class or school without school authorization. Leaving the school building/grounds without permission is also truancy.

7) Tardiness

Repeated tardiness is disruptive to the smooth functioning of the school and classes.

8) Physical / Verbal Harassment

Students will not be involved with physical (pushing, shoving, etc.) or verbal (malicious, threatening, etc.) harassment directed toward another student or person on school property or when representing Avon Local Schools.

9) Extortion

A student shall not engage in any action or threat that forces or attempts to force a person to pay money, give material possessions or property, or to perform services.

10) Loitering / Out of Assigned Area

A student shall not trespass or loiter on school grounds, in the building, or adjacent properties. This includes not being in assigned, scheduled areas and/or leaving the school parking lot or building after arriving at school. Students must enter the building upon arrival to school and leave when expected or instructed.

11) Inappropriate Behavior

Student conduct that demonstrates a lack of respect and/or civility toward other students/adults is prohibited.

12) Public Display of Affection (PDA)

Public displays of affection are not permitted.

13) Gambling

A student shall not engage in games of chance or gambling.

14) Unauthorized Sale or Distribution

Posting, publishing, distributing or selling unauthorized materials on school property or attempting to distribute or sell such items is prohibited.

15) Repeated Violations of School Detentions

Being repeatedly involved in school detentions or failure to serve detentions will not be tolerated.

16) Transportation

No student, while under the authority of a school bus driver, may interfere with the safe operation of the bus through destructive actions or words either to other students, the bus driver or passing motorists.

17) Misconduct

Inappropriate student conduct is prohibited.

18) Technology

Unauthorized use of restricted technology is subject to search and seizure and cause for discipline. The administration reserves the right to determine authorized and unauthorized use.

SECTION II

The district has the authority to issue discipline up to one (1) calendar year of expulsion with police contact for any violations of the Code of Conduct in Section II, Items 40-41

19) Possession and / or Use of Tobacco

A student shall not possess or use tobacco in any form (cigarettes, cigars, pipes, snuff, etc.) on school premises, buses, or at school sponsored activities.

SECTION III

First & Subsequent Offenses: Up to Ten (10) days of suspension/police contact/court referral/possible recommendation for expulsion

20) Damage or Destruction of School or Private Property on School Premises or Buses

A student shall not cause or attempt to cause destruction to school or private property. Examples of private property include automobiles, bicycles, and motorcycles. Depending upon circumstances, restitution may also be required.

Pursuant to O.R.C. 3109.99 and O.R.C. 3109.091, a student and/or their parent or guardian shall be held financially accountable to the Avon Local Schools for any damage, destruction or theft caused by their child.

21 Alcohol / Controlled Substances / Drugs / Narcotics / Inhalants

During, arriving at and/or returning to school, travel on any school-provided transportation or at any school-sponsored activity held on or off school property, students shall not knowingly possess, buy, sell, use, supply, transfer, apply or be under the influence of any mood-altering chemical of any kind, including alcohol. "Possession" includes, with limitation, retention on a student's person or in a student's purse, wallet, locker, desk or automobile parked on school property. "Under the influence" is defined as manifestation signals of chemical misuse including, but not limited to, staggering, red eyes, odor, nervousness, restlessness, memory loss, abusive language, falling asleep in class or any other behavior which is not considered normal for the particular student. The term "mood-altering chemical" includes, without limitation, narcotics, depressants, stimulants, hallucinogens, counterfeit drugs, marijuana, alcohol, inhalants, and look-alike substances. These prohibitions also extend to prescription drugs, unless prescribed by a licensed physician for the student in question, and kept in the original container with the student's name and with directions for proper use. All other procedures outlined in school policy should also be followed.

DRUG DOGS – The Avon Local School District may utilize drug dogs in the school parking lot grounds, on school transportation and/or in the school building. The school district will work in cooperation with local authorities. Inspections may be unannounced.

22) Drug Paraphernalia

A student shall not possess, use, transmit or conceal any item(s), which is designed for use with any illegal substance or any substance prohibited by this code while on school property or in attendance at any Board of Education sponsored or supervised activity.

23) Theft

A student shall not take, attempt, plan to take or possess public or private property, equipment of the school district or any personal property of a student or school employee or any other person on school property or when representing Avon High School. Depending upon the circumstances, restitution may also be required.

24) Assault / Fighting / Hitting / Threats

A student shall not cause physical injury or behave in any way which could threaten to cause physical injury to other students, professional staff, employees or guests who are visiting the school or attending any Board of Education-sponsored and supervised activity. This includes, but is not limited to, hitting and other inappropriate touching. A student who assaults a school employee or another student, whether on or off school property, or at a non-school-sponsored or related activity, function or event, may be subjected to discipline. In accordance with Ohio Revised Code Section 3313.66, a student may be subject to suspension or expulsion from school if the Superintendent has reasonable suspicion the student's continued presence in the school will significantly disrupt or interfere with the educational process or significantly endanger the health or safety of the students or others.

25) False Alarm

The act of initiating a fire alarm or any false warning/event is strictly prohibited.

26) Bomb Threats

The act of initiating a reported warning of a bomb on school property, on school vehicles, or at school sponsored or supervised activities is prohibited.

27) Conduct Against School Employees

A student shall not physically assault, threaten, harass (physically or verbally) an employee, or vandalize, damage, or attempt to damage the property of a school employee or his or her family.

28) Use of Flame Producing Devices

The unauthorized use or possession of matches, lighters or other flame producing devices on school property is not permitted.

29) Arson

Students shall not attempt to burn or maliciously burn any school property.

30) Vandalism

Acts of vandalism upon school property will not be tolerated. Examples include, but are not limited to, defacing property, unauthorized "decorating" or toilet papering, and the placing of unauthorized signs or other objects on school property.

Pursuant to O.R.C. 3109.99 and O.R.C. 3109.091, a student and/or their parent or guardian shall be held financially accountable to the Avon Local Schools for any damage, destruction or theft caused by their child.

31) Trespassing

Students are not permitted on school property except as authorized. In particular, this rule will be used to address acts of vandalism or theft.

32) Hazing

No student shall harass, persecute, or participate in any act(s) or attempt to threaten, act, or participate in any act(s) that injures, degrades, disgraces, or tends to injure, degrade or disgrace any student. Hazing is banned in any form. Hazing is defined as acting or coercing another, including the victim, to participate in 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 any individual subjected to hazing will not lessen the prohibition contained in this policy and will not exempt any student from discipline under this policy.

33) Gross Misconduct/Illegal Misconduct

It should be noted that other possible inappropriate, lewd and/or illegal conduct, persistent disobedience, repeated or gross misconduct, may also serve as grounds for suspension and or expulsion as provided by law. All sexual expressions and activities are prohibited. Students shall be responsible for following all applicable laws of Ohio, as well as all local Avon ordinances.

34) Threat/Action to Induce Panic

Any act (verbal/written) that will threaten to cause a disturbance or creates panic at school or related school events will not be tolerated.

35) Accomplice

No student shall place himself/herself in a position to aid, abet, facilitate, encourage, allow or in any manner to actively or passively assist another student to violate any school rule. The prohibition of this section includes but is not limited to serving as a "lookout" for a student engaged in misconduct. In addition to the foregoing, students shall also have an affirmative duty to report another student who is known to have violated, is violating, or is planning to violate a school rule involving any dangerous weapon (as defined in Board Policy) or any illegal, prescription or counterfeit drug. In administering discipline under this section, school officials and administrators shall have discretion to consider the circumstances and nature of the offense, including any mitigating circumstances.

36) Harassment and Sexual Harassment

No student shall harass any other student, school employee, community member or school visitor on the basis of color, race, national origin, religion, age, disability, status as Vietnam-era veteran or special disabled veteran. For this purpose of this Code of Conduct, the term "harass" includes but is not limited to conduct which intimidates, insults, persistently annoys or otherwise physically or verbally (verbally or in writing) abuses another. Students are specifically prohibited from sexually harassing any other student, school employee, community-member or school visitor. Sexual harassment is any activity of a sexual nature which is unwanted or unwelcome, including but not limited to unwanted touching, pinching, patting, verbal comments of a sexual nature, sexual name-calling, pressure to engage in sexual activity, repeated propositions and unwanted body contact.

Any student who believes that he/she has experienced any form of harassment including sexual harassment should report this conduct immediately to his/her building principal who will conduct an investigation and, if required, take appropriate remedial action.

Definition of Sexual Harassment

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of sexual nature, which may violate the security, dignity, self-worth, safety, or the ability to learn of a student.

Sexual harassment may include, but is not limited to:

- Sexual flirtations, touching, advances, or propositions,
- Verbal or physical abuse of a sexual nature,

- Graphic or suggestive comments about an individual's dress or body,
- The use of sexually degrading words to describe an individual,
- Displaying sexually aggressive objects or photographs, and/or
- Sexually explicit conversation or obscene jokes.

Reporting Procedures

Alleged incidents of sexual harassment may include adults and/or students in various scenarios: employee to student, student to employee, and student to student.

When an individual believes he or she has been subjected to sexual harassment, he or she should immediately report the incident to the building principal. This can be done through direct contact with the principal, by conference with guidance counselors or through a parent/student conference with the principal. As appropriate, and/or required by federal law and the laws of the State of Ohio, the principal may involve outside agencies in the investigation, such as children or youth services and/or law enforcement agencies.

37) Lewd/Pornographic/Inappropriate Images

The possession, transmittal, and/or communication of such images on school grounds or off school grounds at a school related event is subject to disciplinary action.

38) Technology/Computer/On-Line Regulation Violations

Penalties for infractions will be applied as determined by the administration including the loss of technology privileges.

Computer / On-Line / Technology Regulation

Technology usage in the Avon Local Schools is encouraged and made available to students for education purposes. The district retains the ownership of all data, hardware, software, video, etc. The Avon Local Schools reserve the right to inspect, copy, and/or delete all material accessed with district equipment. In addition, material created for the Avon Local Schools must be monitored and/or inspected by staff members. Multimedia, including the Internet, is an important educational resource. **Thus, students are automatically granted usage unless their parent/guardian notifies the appropriate building administrator.** All non-educational usage is prohibited. Specific but not absolute guidelines for student usage are stated in the Computer/On-Line/Technology Policy below:

1. Files stored on school computers are restricted to school related assignments only. Personal files may not be stored.
2. Passwords may not be shared.
3. Students shall not use, share, or alter another person's password, files, or directories.
4. Students shall not access, transmit and/or retransmit material requiring a password without legally possessing such a password or authorization. Should a student's password be known by someone else, it is the responsibility of the student to report this to a teacher.
5. Use of computers and all other forms of technology is restricted to curriculum related projects and must be supervised.
6. No student shall attempt to establish unauthorized contact into school district computers or any other application.
7. Students are not permitted to use electronic communications such as instant messaging, social networking, texting and/or message boards/chat rooms on district computers.
8. Accessing and/or sharing obscene material and use of inappropriate or threatening language is prohibited.
9. Transmission of any material in violation of any state or federal regulation is prohibited. This includes copyrighted material.
10. The network should not be used in such a way that is disruptive and/or detrimental to the operation of hardware, software, and/or network.

11. Uploading and/or downloading any inappropriate material, creating/using computer viruses and/or any malicious attempt to harm or destroy equipment, materials or the data of any other user is prohibited.
12. Use of proxy servers and/or any other attempt to bypass Internet filtering/security is prohibited.
13. Vulgar, derogatory, obscene and/or offensive language is prohibited.
14. No student shall waste resources, i.e., paper, toner, server space and/or bandwidth.
15. Rules and regulations of computer etiquette are subject to change by the administration.

39) Felonious Act

A student who is charged and/or convicted of a felonious crime committed on school grounds or off school grounds at a school related event is subject to disciplinary action.

SECTION IV

First Offense: Up to one (1) calendar year expulsion/police contact

40) Weapons, Dangerous Instruments, Fireworks, Firearms, and Explosives

No student shall use, possess, handle, transmit, sell or conceal any object that can be classified as a weapon or dangerous instrument while on school grounds, at school-sponsored or related activities, functions or events off school grounds, on school-owned, operated or leased vehicles, or at any other time that the student is subject to the authority of the school. Weapons and dangerous instruments shall include any object, which is used or may be used to inflict physical harm or property damage. (Note: Bringing firearms to school shall result in a one-year expulsion from school. Bringing a knife onto school property may also result in a one-year expulsion.)

No student shall possess, handle, transmit, sell, conceal or bring upon school grounds any fireworks, explosives or munitions, nor shall any student ignite or explode fireworks, explosives or munitions at school-sponsored or related functions or activities on or off school grounds or at any other time the student is subject to the authority of the school. This prohibition applies to firearms, explosive (including fireworks, lighters, and matches), knives and other dangerous objects of no reasonable use to the student at school. It also applies to any look alike weapon or dangerous object (including normal school supplies like pencils or compasses), that a reasonable person might consider, under the circumstances, capable of harming a person or property.

41) Biological and Chemical Threats

A student shall not cause a disruption or obstruction to the school's operation by threat of the release, rumor, or presence of any biological agent, hazardous substances, or poison, regardless of the circumstances of the threat. Because of the widespread angst that such threats produce it will be deemed to be of the most serious nature and will be punished accordingly. Emergency removal of the student from school premises, as well as expulsion, and permanent exclusion shall be considered as remedies for the punishment of such conduct. This will result in the loss of participation in any extracurricular school activities as well as the loss of the right to be on any school premises.

Habitual and Chronic Truants

The bill implements the Governor's plan to create legal definitions of habitual truant and chronic truant. Attached is a chart outlining the process through which children in either category will be adjudicated.

Truancy Intervention Plans

The bill requires each Board of Education to adopt a policy to guide employees of the district in addressing and ameliorating the attendance practice of any pupil who is a habitual truant.

Parent Responsibility

The legislation also provides for greater responsibility by expanding juvenile court jurisdiction by granting them exclusive original jurisdiction: (1) concerning the parent, guardian, or other person having care of a child who is alleged to be an unruly or delinquent child for being a habitual or chronic truant, based on and in relation to the allegation against the child, (2) generally, over all criminal cases in which an adult is charged with the offense of "parental education neglect," (3) to hear and determine violations of the prohibition against a parent, guardian, or other person having care of a child of compulsory school age failing to send the child to school as required by law, and (4) generally, to exercise jurisdiction and authority over the parent, guardian, or other person having care of a child alleged to be a delinquent child, unruly child, or juvenile traffic offender, based on and in relation to the allegation against the child.

In addition to granting the juvenile court authority over parents, the bill specifies that the juvenile court must require the parent, guardian, or custodian of an alleged delinquent child, unruly child, or juvenile traffic offender to attend all proceedings of the court regarding the child, and that failure to so attend may be treated as contempt.

Parents of habitual truants and chronic truants also receive special attention from the juvenile court. The bill states that, if a child is adjudicated a delinquent or unruly child for being a "chronic truant" or a "habitual truant" and if the court determines that the parent, guardian, or other person having care of the child has failed to cause the child's attendance at school in violation of law, the court: (1) may require the parent, guardian, or other person to participate in any community service program, preferably a community service program that requires the involvement of the parent, guardian, or other person having care of the child in the school the child attends, (2) may require the parent, guardian or other person to participate in a truancy prevention mediation program, and (3) must warn the parent, guardian, or other person of the consequences of continued truancy.

Increased Information Sharing

As part of our continued efforts to promote school safety, the bill requires the notification of school officials if a child is found to be a delinquent child for any of a list of specified acts by: (1) reducing to 14 years of age or older the age of delinquent children to who it applies, (2) requiring the notice to also be given to the school principal, and (3) expanding the list of offense in relation to which the provisions applies.

Open Records of Violent Juveniles

The bill also opens the records of the most violent juvenile offenders. Current laws for the sealing of the record of a delinquent child will no longer apply if the delinquent act was aggravated murder, murder, rape, sexual battery, or gross sexual imposition.

HABITUALLY TRUANT		CHRONICALLY TRUANT	
Student has:		Student has:	
A)	5 consecutive unexcused absences	A)	7 consecutive unexcused absences
B)	7 unexcused absences in one month	B)	10 unexcused absences in one month
C)	12 unexcused absences in	C)	15 unexcused absences in

	one school year		one school year
↓		↓	
	Complaint filed alleging that student is habitually truant or school takes action according to its habitual truant intervention plan.		Complaint filed alleging that student is chronically truant.
↓		↓	
	If complaint filed, prosecutor decides whether/not to charge.		Prosecutor decides whether/not to charge.
↓		↓	
	If charge pursued, case heard in juvenile court.		If charge pursued, case heard in juvenile court.
↓		↓	
	If charge sustained, judge finds first time offender to be unruly by reason of habitual truancy. The judge would issue a valid court order requiring the student's attendance at the appropriate school. The judge would also warn the parent/guardian that subsequent cases of habitual or chronic truancy could result in the parent/guardian being charged with a violation of 2919.21 or 2119.24.		If charge sustained, judge finds first time offender to be delinquent by reason of chronic truancy. The judge would issue a valid court order requiring the student's attendance at the appropriate school. The judge would also warn the parent/guardian that subsequent cases of habitual or chronic truancy could result in the parent/guardian being charged with a violation of 2919.21 or 2119.24.
↓		↓	
	Students having more than one adjudication of habitual truancy, are delinquent by reason of violation of a valid court order prohibiting them from being habitually or chronically truant.		Students having more than one adjudication of chronic or habitual truancy, are delinquent by reason of violation of a valid court order prohibiting them from being habitually or chronically truant.
↓		↓	
	In subsequent court cases of habitual or chronic truancy, or violation of a valid court order requiring school attendance, the parent/guardian may be charged with neglect or contributing to		In subsequent court cases of habitual or chronic truancy, or violation of a valid court order requiring school attendance, the parent/guardian may be charged with neglect or contributing to

delinquency. The case is heard in juvenile court.	delinquency. The case is heard in juvenile court.
↓	↓
If charge against parent is sustained, the parent/guardian is guilty of an M 1 punishable by a fine of up to \$1000 and jail time of up to 6 months.	If charge against parent is sustained, the parent/guardian is guilty of an M1 punishable by a fine of up to \$1000 and jail time of up to 6 months.
Note: Youth found unruly are subject to intervention, treatment and community service sanctions. Youth found delinquent are subject to tougher sanctions including detention in the case of a violation of a valid court order .	Note: Youth found unruly are subject to intervention, treatment and community service sanctions. Youth found delinquent are subject to tougher sanctions including detention in the case of a violation of a valid court order .

PARENT HANDBOOK ACKNOWLEDGMENT FORM
(Please sign and return to school with your student)

I have received and read my copy of the 2016-2017 Avon Early Learning Center Parent Handbook.

Student's Name (PRINT)

Name of Homeroom Teacher

Parent/Guardian Signature

Photographs of our students are occasionally published in the newspaper or displayed on the district website for school related activities.

_____ Photos of my child(ren) **MAY** be published in the newspaper or displayed on the district website

_____ Photos of my child(ren) **MAY NOT** be published in the newspaper or displayed on the district website

Parent/Guardian Signature