

PATHWAY SCHOOL OF DISCOVERY

Career Advising and Student Success Plans Policy

This policy governs the School's plan for advising students on career readiness and shall be reviewed at least once every two years. This policy must be made available upon request and placed prominently on the School's website.

I. Definitions

Academic Pathways: A designated and specific plan for secondary and post-secondary coursework, academic programs and/or learning experiences that a student will complete in order to earn a diploma or other related credentials.

Career Advising: An integrated process that helps students understand how personal interests, values and strengths may predict educational and career satisfaction and success and may relate to academic and career goals.

Career Connection Learning Strategies: Grade-level examples linking schoolwork to one or more career fields as defined by the Ohio Department of Education.

Career Fields: Groups of occupations and broad industries based on common characteristics as defined by the Ohio Department of Education.

Career Pathways: An overview of the various career options and the amount of education or training necessary for each option.

Early Warning System: Data indicators that help identify students who are at risk of dropping out of school.

Online Tools: OhioMeansJobs K-12, or another similar tool that provides resources, tools and information for students to determine individual career interests, explore career and education options and develop an individual plan for their future.

Student Success Plan: A formalized process that helps students develop goals and plans for success in their futures. The process is based on strategic activities and reflections in which students discover their interests, explore and evaluate options and make informed decisions.

Successful Transition and Postsecondary Destinations: Acceptance to and enrollment in a postsecondary education or training program at an institution of higher education, without remediation. This includes apprenticeship, cooperative education, certificate, associate, or bachelor's degree; employment in a high-skill, high-wage career field; or, acceptance into the military.

II. Career Advising Plan

The School shall establish a school wide system of career advising. The School shall train staff to advise students on career pathways, including training and advising students to use online tools.

The School's career advising program:

1. will provide career advising to students in grades 6-12 through a combination of formal scheduled meetings with each student, classroom instruction regarding possible career options and career advice provided by teachers;
2. shall provide grade-level examples linking a student's schoolwork to one or more career fields by consulting the Career Connections Learning Strategies and/or any other career advising source the Principal of the School and/or the Board deems appropriate;
3. shall develop multiple academic pathways through high school that will allow a student to earn a high school diploma, including career technical programs and advanced standing programs;
4. will provide the supports necessary for students to transition successfully from high school to their post-secondary destination, including interventions and services necessary for students who need remediation in mathematics and English language arts; and
5. identify and publicize courses that can award students both traditional academic and career technical credit.

III. Documentation of the School's Career Advising Program

The School shall document the career advising provided to each student for review by the student, the student's parent, and future schools that the student may attend. The School shall not otherwise release any documentation of career advising provided to each student absent the written consent of the student's parent or the written consent of the student if the student is at least eighteen years old.

IV. Students At Risk of Dropping Out of High School

The School shall identify students who are at risk of dropping out using one or more local, research-based methods, such as the Ohio Department of Education Early Warning System or any other method deemed appropriate by the School's Principal or his/her designee or by the Board. The School shall consider the input of teachers and guidance counselors in identifying students at risk of dropping out of school.

Any student identified as at risk shall be provided a Student Success Plan. A Student Success Plan shall address the role of career-technical education, competency-based education, and/or experiential learning, and create a pathway to high school graduation. The School shall offer the student's parent an opportunity to assist in developing the plan. If the student's parent does not participate in the development of the plan, the School shall provide the parent (1) a copy of the Student's Success Plan, (2) a statement of the importance of a high school diploma, and (3) a summary of the academic success pathways available to the student to succeed in graduation.

The School shall provide additional interventions and career advising for students who are identified as at risk of dropping out. Career advising shall be aligned with the student's success plan.

R.C. 3313.6020. See Appendices 204.14-A Model Student Success Plan Invitation Letter to Parent and 204.14-B Model Letter to Parent After Development of Student Success Plan.

References:

R.C. 3313.6020

Appendices:

204.14-A Model Student Success Plan Invitation Letter to Parent

204.14-B Model Letter to Parent After Development of Student Success Plan

Effective Date: December 16, 2015

Appendix A
Model Student Success Plan Invitation Letter to Parent

Dear Parent:

This is to notify you that [insert child's name] has been identified as at risk of dropping out of school pursuant to Ohio Revised Code Section 3313.6020(C). Consistent with the law and Board Policy, your child will be provided with a Student Success Plan in order to identify your child's academic and career pathway towards the completion of high school and graduation.

You are entitled to assist in developing the Student Success Plan for your child. The School will begin developing your child's Student Success Plan at _____ (time) on _____ (date) at _____ (location). If you choose not to participate, the School shall provide you with a copy of your child's Student Success Plan and a summary of the academic success pathways available to your child to succeed in graduation.

Graduating and earning a high school diploma is important to your child's future. Please know that the School hopes for the success of each of its students throughout the process of earning a diploma. Should you have any additional questions or concerns, please do not hesitate to contact me.

Sincerely,

[insert Principal's name]
Principal of [insert School's name]

PLEASE CHECK ONE:

- _____ I **WILL** attend the meeting to discuss the development of my child's Student Success Plan.
- _____ I **WILL NOT** attend the meeting to discuss the development of my child's Student Success Plan.

If you are unable to attend the meeting due to a scheduling conflict, please contact the School Principal to determine if an alternative date may be available.

Please return the following information to your child's school. Failure to return this information to the School by the stated return date will be deemed intent not to participate.

Appendix B
Model Letter to Parent After Development of Student Success Plan

Dear Parent:

On [insert date] you were notified that the School has identified [insert student's name] as at risk of dropping out of school and invited to assist in the development of a Student Success Plan for your child. The meeting to develop your child's Student Success Plan was held on _____ (date) at _____ (time), and you were not in attendance.

Consistent with Ohio law and Board Policy, attached is:

- (1) the Student Success Plan developed for your child, and
- (2) a summary of your child's academic and career pathway towards the successful completion of high school and graduation.

Graduating and earning a high school diploma is vital to your child's future. [Insert any information pertaining to the importance of earning a high school diploma—required by R.C. 3313.6020]. The School aims to assist each of its students in attaining a high school diploma.

Should you have any additional questions or concerns, please do not hesitate to contact me.

Sincerely,

[insert Principal's name]
Principal of [insert School's name]

**PATHWAY SCHOOL OF DISCOVERY
RESOLUTION of the BOARD of DIRECTORS**

BE IT RESOLVED that the Board of Directors of Pathway School of Discovery at a Board meeting held on August 28, 2019, duly reviewed the following policy as submitted.

- Career Advising and Student Success Plans Policy

Board President Signature:

Kevin A. Robie

Date:

08/28/2019

AT PATHWAY SCHOOL OF DISCOVERY
173 AVONDALE DRIVE, DAYTON, OH 45404

BOARD OF DIRECTORS:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Robie President	X		June 30, 2020
Leslie Stuck Vice President	X		June 30, 2022
Karl Konsdorf Treasurer	X		June 30, 2021
Darlene Packard Secretary		X	June 30, 2021
Duane Martin Director	X		June 30, 2021

NON-BOARD MEMBERS ATTENDING:

1. Nathan Preston – Principal
2. Victoria Simmons – North Dayton School of Discovery Principal
3. Augie Herman – ESCLEW
4. Phyllis Jackson – Parent
5. Latreka Mabane – Parent
6. Ashley Andrade – Parent
7. Jessica Ford – Parent
8. Amanda Thomas – Parent
9. Greg Dennis – NHA

1. CALL TO ORDER

Kevin Robie called the meeting to order at 3:30 p.m.

2. ROLL CALL

Roll call was held. A quorum was present.

Without objection, the Public Comment portion of the agenda was moved to the start of the meeting.

3. PUBLIC COMMENT

Latreka Mabane addressed the Board regarding concerns and objections to the morning arrival procedures, elimination of hooded sweatshirts from the dress code, and the school lunch process. Specifically, Ms. Mabane wants to be able to walk her student to the specific classroom each morning.

Amanda Thomas addressed the Board in support of the principal, his enforcement of the visitor policy, and his concern for the safety of Pathway students.

Phyllis Jackson addressed the Board and echoed many of Ms. Mabane's concerns. Ms. Jackson is also concerned with students having enough time to eat lunch during their scheduled lunch period.

Ashley Andrade and Jessica Ford addressed the Board in support of Ms. Mabane's comments.

4. ACTION ITEMS

a. Approval of Multiple Agenda Items

A motion was made by Duane Martin and seconded by Karl Konsdorf to approve the following agenda items:

- The June 19, 2019 Board Meeting Minutes as submitted;
- The July 26, 2019 Board Meeting Minutes as submitted;
- The 2020 Children's Internet Protection Act (CIPA) Form 479 as submitted;
- The School Improvement Plans as submitted;
- To appoint an administrator (dean, principal, or DSQ) not involved in the original suspension as the Designee for Suspension Appeals for Pathway School of Discovery.

The motion was approved unanimously. (4-0)

b. Approval of the Career Technical Education Resolution

A motion was made by Duane Martin and seconded by Leslie Stuck to approve the Career Technical Education Resolution as submitted. The motion was approved. (3-1, Karl Konsdorf)

5. MANAGEMENT REPORTS

a. Principal Report

Nathan Preston presented the Principal Report.

i. Enrollment Update

The Enrollment Update was presented. There are 748 students currently enrolled.

ii. Monthly Enrollment Residency Verification Review

The Board reviewed the school's enrollment residency verification for the months of June, July, and August. The registrar was collecting the appropriate enrollment verification information as students enrolled for the new year.

iii. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. Proficiency and Growth – Greg Dennis and Nathan Preston presented results from the spring administration of the NWEA.
2. Parent Satisfaction Survey Results – Greg Dennis presented results from the spring administration of the Parent Satisfaction Survey.

b. Board Fund Report

The Board Fund balance of \$38,497.80 was reported as of June 30, 2019. This amount carries forward and will be added to the \$35,000.00 allotment for this year.

6. DISCUSSION ITEMS

- a. The 2018-2019 Board Satisfaction Survey Summary was discussed. Greg Dennis presented a summary memo from the spring 2019 survey.
- b. The Career Advising and Student Success Plans Policy was discussed. Greg Dennis presented the Career Advising and Student Success Plans Policy, which remains unchanged from previous years.
- c. The Background Check Update was discussed. Statute requires members of community school governing authorities to undergo a criminal background check every five years. Duane Martin is completing the process.
- d. The 2019-2020 Parent and Student Handbook Updates were discussed. Greg Dennis presented an update to the student retention and acceleration portion of the Parent and Student Handbook.

7. NEW BUSINESS

None was presented.

8. SPONSOR UPDATE

Augie Herman provided an update on behalf of ESCLEW. Mr. Herman verified Board member contact information, discussed Opening Assurances, the school's site visit that day, and the successful completion of the monthly financial review.

9. ADJOURNMENT

The meeting was adjourned at 4:52 p.m.

**NEXT MEETING:
Wednesday, October 16, 2019 at 3:30 p.m.**

OFFICER OF THE BOARD

SIGNATURE _____

Pathway School of Discovery
Board Meeting Minutes
Wednesday, August 23, 2017 at 4:00 p.m.

AT PATHWAY SCHOOL OF DISCOVERY
 173 AVONDALE ROAD, DAYTON, OH 45404

BOARD OF DIRECTORS:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Robie President	X		June 30, 2020
Kathy Rearick Vice President	X		June 30, 2018
Melody Mitchell Treasurer		X	June 30, 2019
Leslie Stuck Secretary	X		June 30, 2019
Duane Martin Director	X (Departed at 4:53 p.m.)		June 30, 2018

NON-BOARD MEMBERS ATTENDING:

1. Keith Colbert – Principal
2. Renaldo O’Neal – North Dayton School of Discovery Principal
3. Augie Herman – ESCLEW
4. Greg Dennis – NHA

1. CALL TO ORDER

Kevin Robie called the meeting to order at 4:04 p.m.

2. ROLL CALL

Roll call was held. A quorum was present.

3. MANAGEMENT REPORTS

a. Principal Report

Keith Colbert presented the Principal Report.

i. Enrollment Update

The Enrollment Update was presented. There are 776 students currently enrolled.

ii. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. Proficiency & Growth – Greg Dennis and Keith Colbert presented results from the spring administration of the NWEA.
2. Parent Satisfaction Survey Results – Greg Dennis and Keith Colbert presents results from the spring Voice of the Parent Survey.

b. Board Fund Report

The Board Fund balance was reported. The balance is \$75,995.77.

Note: Action Items were moved ahead of Discussion Items without objection.

4. ACTION ITEMS

a. Approval of Multiple Action Items

A motion was made by Duane Martin and seconded by Kathy Rearick to approve the following agenda items:

- The June 21, 2017 Board Meeting Minutes as submitted;
- The 2017 Children's Internet Protection Act (CIPA) Form 479 as submitted;
- The 2018 Letter of Agency for E-rate Funding as submitted;
- The School Improvement Plan as submitted.

The motion was approved unanimously. (4-0)

b. Approval of the 2017 NHA Board Symposium

Removed from Agenda.

Note: Duane Martin departed the meeting at 4:53 p.m.

5. DISCUSSION ITEMS

- a. The Board Satisfaction Survey Summary was discussed. Greg Dennis presented information from the 2016-2017 Board Satisfaction Survey.
- b. The 2017-2018 Open Meetings and Public Records Training was discussed. Board Legal Counsel, Amy Borman, will conduct a training session for the Board on August 31.
- c. The Career Advising and Student Success Plans Policy was discussed. Greg Dennis presented the Career Advising and Student Success Plans Policy, which is unchanged from 2015.
- d. The 2017 NHA Board Symposium was discussed. Greg Dennis presented the draft Agenda for NHA's Board Symposium.

Pathway School of Discovery
Board Meeting Minutes
Wednesday, August 23, 2017 at 4:00 p.m.

6. NEW BUSINESS

None was presented.

7. SPONSOR UPDATE

Augie Herman provided an update on behalf of the ESCLEW including information on an upcoming sponsor questionnaire.

8. PUBLIC COMMENT

None was given.

9. ADJOURNMENT

The meeting was adjourned at 5:31 p.m.

NEXT MEETING:

Thursday, August 31, 2017 at 11:30 a.m.

OFFICER OF THE BOARD

SIGNATURE _____

Leslie A. Steub

Pathway School of Discovery
Board Meeting Minutes
Wednesday, December 16, 2015 at 4 p.m.

Meeting held at:

Pathway School of Discovery, 173 Avondale Road, Dayton, OH 45404

BOARD OF DIRECTORS:

	PRESENT	NOT PRESENT	TERM EXPIRATION
Kevin Robie President/Treasurer	X		June 30, 2017
Duane Martin Vice President	X		June 30, 2018
Paige Bartlett Secretary	X		June 30, 2018
Kathy Rearick Director	X		June 30, 2018
Susan Garretson Director	X		June 30, 2016

NON-BOARD MEMBERS ATTENDING:

1. Keith Colbert – Principal

2. Augie Herman – ESCLEW

3. Greg Dennis – NHA

1. CALL TO ORDER

Kevin Robie called the meeting to order at 4:42 p.m.

2. ROLL CALL

Roll call was held.

3. MANAGEMENT REPORTS

a. Principal Report

Keith Colbert presented the Principal Report.

I. Enrollment Update

The Enrollment Update was presented with 770 students currently enrolled.

II. Behavior Management System

Keith Colbert and Greg Dennis provided an overview of the Behavior Management System.

III. NWEA Proficiency & Growth Update

The NWEA Proficiency & Growth Update was presented.

IV. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

1. Proficiency & Growth – Greg Dennis and Keith Colbert presented the results from the fall administration of the NWEA.

b. Board Fund Report

The Board Fund balance of \$87,709.28 was reported.

4. DISCUSSION ITEMS

- a. First Quarter Financial Statements – Kevin Robie presented the First Quarter Financial Statements which include revenue, expenditures, and invoice information through September 30, 2015.
- b. Annual Board Development and Evaluation – Greg Dennis presented a proposal for annual Board development and evaluations. The Board will discuss public records at its January meeting and would like to discuss an evaluation of NHA at its May meeting. Kathy Rearick has samples of Board self-evaluations that she has utilized with other Boards. She will bring these to share with the Board.

5. ACTION ITEMS

a. Approval of the October 21, 2015 Board Meeting Minutes

A motion was made by Duane Martin and seconded by Susan Garretson to approve the October 21, 2015 Board Meeting Minutes as submitted. The motion was approved unanimously. (5-0)

b. Approval of the Career Advising and Student Success Plans Policy

A motion was made by Kathy Rearick and seconded by Duane Martin to approve the Career Advising and Student Success Plans Policy as submitted. The motion was approved unanimously. (5-0)

c. Approval of the 2015-2016 Amended Budget

After due consideration and discussion, a motion was made by Susan Garretson and seconded by Duane Martin to approve the 2015-2016 Amended Budget as submitted. The motion was approved unanimously. (5-0)

d. Approval of the Annual Board Development and Evaluation

Item was removed as an Action Item.

6. NEW BUSINESS

Kevin Robie reminded the Board members to read the NHA Board Briefing Newsletter.

7. SPONSOR UPDATE

Augie Herman provided an update on behalf of ESCLEW.

8. PUBLIC COMMENT

None was given.

9. ADJOURNMENT

The meeting was adjourned at 5:35 p.m.

NEXT MEETING:
Wednesday, February 17, 2016 at 4 p.m.

OFFICER OF THE BOARD

SIGNATURE

Kevin A. Robie