

NORTH DAYTON 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: 11/11/15

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]

**NORTH DAYTON SCHOOL OF DISCOVERY
RESOLUTION of the BOARD of DIRECTORS**

BE IT RESOLVED that the Board of Directors of North Dayton 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. Rolui

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 (departed at 5:15 p.m.)		June 30, 2021
Darlene Packard Secretary		X	June 30, 2021
Duane Martin Director	X		June 30, 2021

NON-BOARD MEMBERS ATTENDING:

1. Victoria Simmons – Principal
2. Nathan Preston – Pathway School of Discovery Principal
3. Augie Herman – ESCLEW
4. Greg Dennis – NHA

1. CALL TO ORDER

Kevin Robie called the meeting to order at 4:53 p.m.

2. ROLL CALL

Roll call was held. A quorum was present.

3. ACTION ITEMS

a. Approval of Multiple Agenda Items

A motion was made by Karl Konsdorf and seconded by Leslie Stuck 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 North Dayton 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)

c. Approval of Multiple Board Fund Requests

A motion was made by Leslie Stuck and seconded by Duane Martin to approve the expenditure of Board Funds not to exceed the amount of \$11,390.00 for the cost of the following items as allocated below:

- | | |
|---|------------|
| • Fall Athletics | \$5,000.00 |
| • Attendance Incentives | \$500.00 |
| • Fall NWEA Incentives | \$500.00 |
| • Cheer Team | \$1,650.00 |
| • Phonics Supplement | \$240.00 |
| • Staff Engagement | \$2,500.00 |
| • Positive Behavior Intervention Systems (PBIS) | \$1,000.00 |

The motion was approved unanimously. (4-0)

4. MANAGEMENT REPORTS

a. Principal Report

Victoria Simmons presented the Principal Report.

Note: Karl Konsdorf departed the meeting at 5:15 p.m.

i. Enrollment Update

The Enrollment Update was presented. There are 604 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 Victoria Simmons 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 was reported.

5. 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.
- e. The 2019-2020 Board Funds Budget was discussed. Victoria Simmons presented the Board Funds Budget outlining her planned requests for the new school year.

6. NEW BUSINESS

None was presented

7. 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.

8. PUBLIC COMMENT

None was given.

9. ADJOURNMENT

The meeting was adjourned at 5:43 p.m.

NEXT MEETING:

Wednesday, September 18, 2019 at 3:30 p.m.

OFFICER OF THE BOARD

SIGNATURE Kevin A. Robie

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. Renaldo O’Neal – Principal
2. Keith Colbert – Pathway 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
 Renaldo O’Neal presented the Principal Report.

i. School Performance Report Dashboard Suite

The School Performance Report Dashboard Suite was presented.

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

ii. Enrollment Update

The Enrollment Update was presented.

b. Board Fund Report

The Board Fund balance was reported. The balance is \$54,184.70.

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.
- e. Proposed 2017-2018 Board Funds Budget – Removed from Agenda.

6. NEW BUSINESS

Compliance Review

Greg Dennis informed the Board of an ODE Compliance Review. The school passed with flying colors.

Charter Renewal

The school is entering the final year of its current charter contract. ESCLEW will be reviewing the school for renewal throughout the year. NHA will prepare the charter renewal application.

7. SPONSOR UPDATE

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

Augie Herman presented an update on behalf of ESCLEW. Augie Herman explained the process of opening assurances and the process by which ESCLEW works with the school's treasurer on a monthly basis to review the financial viability of the school. Augie Herman noted that he has monthly site visits at the school and works with the principal on scheduling these visits.

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

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

Kathy Bearuci

North Dayton School of Discovery

Board Meeting Minutes

Wednesday, November 11, 2015 at 4 p.m.

Meeting held at:

North Dayton School of Discovery, 3901 Turner Road, Dayton, OH 45415

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. Ron Albino – Principal
2. Augie Herman – ESCLEW
3. Greg Dennis – NHA

1. CALL TO ORDER

Kevin Robie called the meeting to order at 4:09 p.m.

2. ROLL CALL

Roll call was held. A quorum was present.

3. MANAGEMENT REPORTS

a. Principal Report

Ron Albino presented the Principal Report.

I. Behavior Management System

Ron Albino provided an overview of the Behavior Management System. This was previously discussed in October.

II. NWEA Proficiency & Growth Update

The NWEA Proficiency & Growth Update was presented.

b. Enrollment Update

The Enrollment Update was presented with 616 students currently enrolled.

c. Board Fund Report

The Board Fund balance of \$42,856.74 was reported.

4. DISCUSSION ITEMS

- a. Annual Board Development and Evaluation – The Board discussed a plan for annual Board Development and Evaluation. The Board would like to split up the Board Self-Evaluation, the NHA Evaluation, and the Principal's Evaluation to be at three separate Board meetings toward the end of the year (March, May, and June).

Ohio is now requiring Annual Governing Authority Training on public records. The Ohio Department of Education has not issued guidance at this time. In the meantime, the Board will plan to discuss public records at a regular Board meeting on an annual basis.

- b. First Quarter Financial Statements – Kevin Robie presented the First Quarter Financial Statements.

5. ACTION ITEMS

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

A motion was made by Kathy Rearick and seconded by Duane Martin to approve the October 21, 2015 Board Meeting Minutes as submitted. The motion was approved unanimously. (3-0)

b. Approval of the Annual Board Development and Evaluation

This was removed as an Action Item, but was discussed earlier in the meeting.

c. Approval of the 2015-2016 Amended Budget

After due consideration and discussion, a motion was made by Duane Martin and seconded by Kevin Robie to approve the 2015-2016 Amended Budget as submitted. The motion was approved unanimously. (3-0)

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

A motion was made by Duane Martin and seconded by Kathy Rearick to approve the Career Advising and Student Success Plans Policy as submitted. The motion was approved unanimously. (3-0)

6. NEW BUSINESS

Approval of the Holiday Fest

A motion was made by Duane Martin and seconded by Kevin Robie to approve the expenditure of Board funds not to exceed the amount of \$1,000.00 for the cost of the Holiday Fest. The motion was approved unanimously. (3-0)

Approval of the Athletics

A motion was made by Duane Martin and seconded by Kevin Robie to approve the expenditure of Board funds not to exceed the amount of \$11,000.00 for the cost of the Athletics. The motion was approved unanimously. (3-0)

Approval of the Fall Fest

A motion was made by Duane Martin and seconded by Kevin Robie to approve the expenditure of Board funds not to exceed the amount of \$1,000.00 for the cost of the Fall Fest. The motion was approved unanimously. (3-0)

7. SPONSOR UPDATE

Augie Herman presented an update on behalf of ESCLEW regarding school safety.

8. PUBLIC COMMENT

None was given.

9. ADJOURNMENT

The meeting was adjourned at 5:26 p.m.

NEXT MEETING:

Wednesday, December 16, 2015 at 4 p.m.

OFFICER OF THE BOARD

SIGNATURE

Paige M. Bartlett