

**CARROLLTON EXEMPTED VILLAGE SCHOOL DISTRICT  
ANNUAL ENTITLEMENT NOTICE, UPDATED ANNUALLY  
AUGUST 10, 2017**

***Statement of Non-Discrimination***

Carrollton Exempted Village School District is an equal opportunity employer and does not discriminate on the basis of gender, genetic information, race, color, age, religion, disabilities, military status, sexual orientation, or national origin in its programs and activities, including employment opportunities.

The Board of Education will not discriminate nor tolerate harassment in its educational programs or activities for any reasons, including on the basis of religion, race, color, nation origin, sex, disability, military status, ancestry, age, or genetic information.

The district is in compliance with the Title VI, Title VII, Title IX and Section 504 regulations. Complete policies are available on the website under Board of Education Policies. Complaints of discrimination should be referred to Ed Robinson, Director of Programs, 252 Third St. NE. Carrollton, Ohio 44615 or by calling (330) 627-2181.

***Directory Information Notice***

Students and their parent or guardians may object to the release of student directory information. Directory information includes: name, address, telephone number, place and date of birth, field of study, activity and sport participation, athletic height and weight, attendance, graduation date and awards. A written objection must be given to the principal.

Directory information requested by armed forces recruiters must be released under law. Parents/guardians or students 18 years of age may exclude having the student's directory information distributed to armed forces recruiters by making such a request in writing to the high school office. Directory information cannot be released for profit-making purposes.

***Search for children with Disabilities***

The Carrollton Exempted Village School District seeks to identify, locate and evaluate all children from birth to age 21 who may have a disability.

Disability, in this instance, means such conditions as hearing impairments, visual impairments, speech or language impairments, and specific learning disabilities, emotionally disturbed, multiple disabilities, mental retardation, other health impairments, physical impairments, autism and traumatic brain injury. Parents may not be aware that their child has a disability or that there are programs and services available.

Parents, relatives, public, and private agency employees, and concerned citizens, are asked to help find any child who may have a disability and need special education and related services. Notify Tricia Green, Director of Special Services at 252 Third St. NE Carrollton, Ohio 44615 or by calling (330) 627-8067.

***The Individuals with Disabilities Education Act (IDEA)***

The Individuals with Disabilities Education Act (IDEA) is a law ensuring services to children with disabilities throughout the nation. IDEA governs how states and public agencies provide early intervention, special educational and related services to more than 6.5 million eligible infants, toddlers, children and youth with disabilities.

Infants and toddlers with disabilities (birth-2) and their families receive early intervention services under IDEA Part C. Children and youth (ages 3-21) receive special education and related services under IDEA Part B.

Carrollton Exempted Village Schools are committed to the provision of a free, appropriate, public education for children with disabilities identified in accordance with applicable State and Federal law, rules and regulations.

In keeping in requirements of the Ohio Department of Education for compliance with the Operating Standards for Ohio Schools Serving Children with Disabilities, the district has adopted the ODE Model Policies and Procedures.

In addition, the Carrollton Exempted Village School District will identify students who are Limited English Proficient (LEP), including immigrant children and youth, to assess their ability to participate in District programs, and develop and administer a program that meets the English language and academic needs of these students.

The Board of Education welcomes and encourages any and all comments from individuals interested in individuals with Disabilities Education Act (IDEA). Please contact Tricia Green, Director of Special Services (330) 627-8067.

### ***Identification of Gifted Students***

The State of Ohio passed a law, OAC 3301-51-15, which addresses the issue of identifying children who are gifted. "Gifted" students perform or show potential for performing, at remarkably high levels of accomplishment when compared to others of their age, experience, or environment.

This law requires that gifted and talented students be identified in grades k-12 in every district in Ohio in several areas: Superior Cognitive Ability, Superior Academic Ability in math, science, social studies and language arts, Creative Thinking Ability and Visual and Performing Arts Ability such as art, music, dance, and drama. Students must display these abilities at a level superior to that of children of similar age.

Contact the Districts' Gifted Coordinator, Stephanie Glasure, at (330) 627-8281

### ***Section 504 Concerns and/or Complaints***

For students, employees or residents with complaints or concerns under Section 504 of the Rehabilitation Act of 1973 can obtain a complaint form from the District's 504 Compliance officer, Tricia Green, 252 Third St. NE, Carrollton, Ohio 44615. The phone number is (330) 627-8067. The District's grievance procedure may be obtained from the above individual at the address and phone indicated.

### ***Education for Homeless Children***

In Compliance with the McKinney-Vento Homeless Education Act, the Carrollton Exempted Village School District insures that homeless children and youth are: advised on the choice of schools; immediately enrolled; and promptly provided necessary services including transportation, to allow homeless children and youths to exercise their choices of school.

Ed Robinson, Director of Programs, is the district contacts for homeless children and can be reached at (330) 627-2181.

### ***Title Services***

Educational programs are offered in our district by the use of Federal funds and in accordance with Title Programming Educational needs, as determined by Federal and State criteria, includes assessment with performance measures mandated by the Ohio Department of Education as well as those determined by the district professional staff, that will assist in the diagnosis, teaching and learning of students.

### ***Title – Parents' Right to Know***

In accordance with the requirement of Federal law, for each school receiving Title funds, the Superintendent shall make sure all parents of students may request the following information on the student's classroom teachers: whether the teacher(s) have met the State qualification and licensing criteria for the grade levels and subject area they are teaching and whether educational aides have an ODE permit which makes them qualified as paraprofessionals providing services to their child(ren). Carrollton Exempted Village School District utilizes Highly Qualified Teachers and paraprofessionals.

### ***Public Records Policy***

Our district public records policy is posted in each school and available on this website under our Board of Education Policies.

### ***Parental and Student Notification Procedures***

In the event of an emergency situation at school, parents will be notified by school officials through a phone messaging system known as "ALL-CALL". The recorded phone call will be made to the home phone number on file as part of the student's record. These calls are sent to all student phone numbers simultaneously. If the call is not picked up, the message is left on an available answering service or machine.

### ***Notification of Rights under FERPA for Elementary and Secondary Districts***

The Family Educational Rights and Privacy Act (FERPA) afford parents and students over 18 years of age ("eligible students") certain rights with respect to the student's educational records. These rights are: The right to inspect and review the student's education records within 45 days of the day the District receives a request for access.

Parents of eligible students should submit to the principal a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the record may be inspected.

### ***Due Process Rights***

Due Process Rights are part of any student discipline. All members of the staff will follow policy and guidelines when dealing with student discipline. Due Process rights are detailed on the district website under Policy.

### ***Anti-Harassment/Intimidation/Bullying Policy***

The Board of Education is committed to providing a safe, positive, productive, and nurturing educational environment for all of its students. The Board encourages the promotion of positive interpersonal relations between members of the school community. Aggressive behavior toward a student, whether by other students, staff, or third parties is strictly prohibited and will not be tolerated. This prohibition includes physical, verbal, and psychological abuse. The Board will not tolerate any gestures, comments, threats, or actions which cause or threaten to cause bodily harm or personal degradation. This policy applies to all activities in the District, including activities on school property or while in route to or from school and those occurring off school property if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, or where an employee is engaged in school business.

Per Ohio Law, House Bill 276 required our school district to develop and adopt Anti-Harassment/Intimidation/Bullying policies. District administrators proved semi-annual summary reports of verified acts of harassment, intimidation and bullying on the district website.

The Board of Education maintains an education and work environment which is free from all forms of unlawful harassment, including sexual harassment. This commitment applies to district operations, program, and activities. All students, administrators, teacher, staff, and all other school personnel share responsibility for avoiding, discouraging, and reporting any form of unlawful harassment. This policy applies to unlawful conduct occurring on school property, or at another location if such conduct occurs during an activity sponsored by the Board. The district will vigorously enforce its prohibition against harassment based on sex, race, color national origin, religion, disability, or any other unlawful basis, and encourages those within the district community as well as third parties, who feel aggrieved to seek assistance to rectify the problems. The district will investigate all allegations of harassment and in those cases where unlawful harassment is substantiated; the district will take immediate steps to end the harassment. Individuals who are found to have engaged in unlawful harassment will be subject to appropriate disciplinary action.

### ***School Safety***

The Board of Education is committed to maintaining a safe and drug-free environment in all of the schools. The Board believes that school crime and violence are multifaceted problems that need to be addressed in a manner that utilizes all available resources in the community through a coordinated effort of school district personnel, law enforcement agencies, and families. The Board further believes that school administrators and local enforcement officials must work together to provide for the safety and welfare of the students while they are at the school or a school-related event or are on their way to and from school. The district has a Safety Team at each building and is committed to the safety and security of our students. In coordination with Carrollton Police Department, the Carroll County Sheriff, and the Carrollton Fire Department, the crisis and safety preparedness plan is updated for each of our buildings.

Contact Ed Robinson, Director of Programs at (33) 627-2181 for questions.

### ***Search and Seizure***

School authorities are charged with the responsibility of safeguarding the safety and well-being of the students in their care. In the discharge of that responsibility, school authorities may search the person or property, including vehicles, of a student, with or without the student's consent, whenever they reasonably suspect that the search is required to discover evidence of a violation of law or of school rules. Administrators are permitted to conduct a random search of any student's locker and its contents at any time.

Contact Ed Robinson, Director of Programs at (330) 627-2181 for questions.

## **Carrollton Exempted Village School District Parent Involvement Plan**

### **PART 1. GENERAL EXPECTATIONS:**

**The Carrollton Exempted Village School District (CEVSD), made up of five individual schools (Carrollton High, Bell-Herron Middle, Carrollton Elementary, Augusta Elementary, and Dellroy Elementary) agrees to implement the following statutory requirements annually announced through various forms of media such as: *District webpage, All-Call telephone service, school building newsletters and local newspaper.***

Consistent with section 1118, the school will work to ensure that the required school level parental involvement policies/plans meet the requirements of section 1118 of the ESEA, and each include, as a component, a school parent compact consistent with section 1118(d) of the ESEA.

Schools will notify parents of the policy/plan in an understandable and uniform format and, to the extent practicable, in a language the parents can understand. The policy/plan will be made available to the local community and updated periodically to meet the changing needs of parents and the school.

In carry out the Title 1, Part A, parental involvement requirements, to the extent practicable, the school will provide full opportunities for the participation of parents with limited English proficiency, parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and including alternative formats upon request and, to the extent practicable, in language parents understand.

If any school-wide program plan for Title 1, Part A, developed under section 114(b) of the ESEA, is not satisfactory to the parents of participating children, the school will submit any parent comments with the plan when the school submits the plan to the local educational agency (school district).

The school will involve the parents of children served in Title 1, Part A schools in decisions about how the 1 percent of Title 1, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent reserved goes directly to the schools.

The District has a high expectation of parental involvement in their child's education. A Parental Involvement Plan will be created at the building level to ensure the parents' inclusion.

The school will provide other reasonable support for parental involvement activities under section 1118 of the ESEA as the parents may request.

The school will be governed by the following statutory definition of parental involvement, and will carry out programs, activities, and procedures in accordance with this definition:

*Parent involvement means the participation of parents in regular, two-way and meaningful communication involving student academic learning and other school activities, including ensuring-*

- (A) that parents play an integral role in assisting their child's learning;*
- (B) that parents are encouraged to be actively involved in their child's education at school;*
- (C) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
- (D) the carrying out of other activities, such as those described in section 1118 of the ESEA.*

**Carrollton Exempted Village School District**  
**Parent Involvement Plan (continued)**

**PART II. DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY/ PLAN COMPONENTS**

1. **CEVSD** will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA.
2. **CEVSD** will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA.
3. **CEVSD** will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite all parents of children participating in Title I, Part A programs to this meeting and will encourage them to attend, by:  
**Website: Newsletter, Newspaper.**  
**"Meet the Teacher" in each building *Friday, August 19, 2016, 1:30-3:30 PM.***
4. **CEVSD** will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress and the proficiency levels students are expected to meet.
5. **CEVSD** will at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any suggestions as soon as practicably possible by:
6. **CEVSD** will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.
7. **CEVSD** will take the following actions to provide each parent timely notice: when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002).
8. **CEVSD** will provide assistance to parents of children served by the school, as appropriate, in understanding topics by undertaking the action described in the following paragraph the state's academic content standards, the state's student academic achievement standards, the state and local academic assessments including alternate assessments, the requirements of Part A, how to work with educators.
9. **CEVSD** will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy and using technology, as appropriate, to foster parental involvement.
10. **CEVSD** will, with the assistance of its parents, educate its teachers, pupil services personnel, principals and other staff in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools.
11. **CEVSD** will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, and other programs. The school will also conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.
12. **CEVSD** will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents and understand.