

# ReGeneration Schools



## **REGENERATION BOND HILL**

**Kindergarten through 4<sup>th</sup> Grade  
Student & Family Handbook  
2022-2023**

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Please note that additions and changes to school policies and this Handbook may be added during the year through correspondence with students and/or families.

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This Handbook does not equate to a contractual commitment to the student, but only reflects the current status of the Governing Board's policies and the School's rules as of the start of the 2020-2021 school year. If any of the policies or procedures referenced herein are revised, the language in the most current policy or procedure prevails.

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A complete copy of the Regeneration Bond Hill's Governing Board Policies and Procedures are available from the building principal, and are incorporated herein by reference.

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## School Mission

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ReGeneration Schools is a nonprofit, public charter school management organization that manages ReGeneration Bond Hill, an Ohio nonprofit public benefit corporation operating an Ohio community school of the same name.

But ReGeneration is more than a school. ReGeneration is a mission. **Our mission is to take any student chosen in our random lottery and prepare him or her with the academic excellence and character to go on to college and lead a successful, happy life.** We fulfill this mission by focusing on the needs of our students, by building a real community that shares core values, and by using every minute of the day to help our students achieve academically and personally.

**ReGeneration expects more from its students, more from its parents, more from its teachers, and more from its leaders.** Only by expecting more can we achieve more. Our high expectations require us to push our children to reach higher, work harder, and learn more than they have been asked to before. This pushing requires us to be both tough and loving. We must show our students the love and respect we have for them while holding them to our higher standard for work and behavior.

One of the greatest motivators is success. **We need to help our children feel legitimately successful, not by giving false praise to bolster so-called self-esteem, but from gratification attained from real learning and real work.** In order for our students to be successful and make it to college, we must be tenacious with them. We cannot lower our high expectations or feel we have done enough if any of our students are failing. So we do whatever we would for our own children – we push, coax, and demand our students, - to ensure they succeed.

**Good teaching is the answer.** Teaching that is engaging, rigorous and exciting will make **the difference:** teaching that is focused on mastering important standards; teaching that is focused on what students actually learn, not just on what we teach; teaching that gets kids working, involved, and having fun. Real learning yields real results on tests. Remember that teachers are the soul of the school. It is the teachers who change lives, the teachers who get results.

However, we must be real about the challenges that we face. The challenges in Cincinnati can breed anger, despair, and hopelessness. The gains we make can be torn down by the forces of negativity. **We must work every day to get our children to believe in the vision of hope that we have for them.** We must be strong, relentless, tenacious, and loving with an almost religious zeal. Nothing should stop us in helping our children—not poverty, not racism, not the state bureaucracy, not even a budget crisis. Nothing should keep us from teaching well. We can make no excuses. We have the power to make a difference.

We touch lives daily. We are teachers.

# School Profile

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## Organizational Structure

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ReGeneration Bond Hill has been sponsored and is authorized to operate public charter school open to all students living in State of Ohio. Bond Hill is managed by ReGeneration Schools. Questions or concerns should be addressed on campus. If resolution is not met after communicating with the campus, community members should contact ReGeneration Schools.

## ReGeneration Schools

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ReGeneration Schools was founded on the belief that every child has the right to a high quality education. ReGeneration Schools vibrant network of diverse Chicago and Cincinnati charter schools enables students to thrive every day, puts them on a path to success in college and life, and empowers entrepreneurial educators to pursue excellence through innovation.

## Admission

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The Campuses of ReGeneration Schools admit students without regard to race, color, nationality, religion, sex, sexual orientation, disability, status of being homeless, immigration status, and actual or potential marital status or parental status, including pregnancy to all the rights and privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, nationality, religion, sex, sexual orientation, disability, status of being homeless, immigration status, and actual or potential marital status or parental status, including pregnancy in administration of its educational policies, admission policies, services, scholarships, athletics, and other school-administered programs.

Unlike other public schools, a community school is populated by students who have freely chosen to attend that school. Students who choose to accept the academic program of a community school assume also the obligations imposed by the policies of the school.

## Communicating with the School

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Expect a return on all communication (email, phone, in person request) within two (2) school days unless otherwise notified. ReGeneration Bond Hill recognizes the importance of open and informative communication with students, staff, parents, and community members. Good communication between home and school is a key to maximizing each student's school experience.

All issues should be directed first to the teacher via email or phone. If the issue persists or the outcome is unsatisfactory follow the following communication protocol.

- **Discipline Issues:** Teacher ⇒ Dean ⇒ Director of Operations ⇒ Principal ⇒ ReGeneration Schools
- **Academic Issues:** Teacher ⇒ Director of Operations ⇒ Principal ⇒ ReGeneration Schools
- **Afterschool Activities Issues:** Afterschool Activity Advisor/ Teacher ⇒ Dean ⇒ Director of Operations ⇒ Principal ⇒ ReGeneration Schools

If your child has an IEP or a 504 plan, we also encourage you to contact the school's Case Manager, who will work closely with you to ensure your scholar's needs are met. If the outcome is unsatisfactory, please contact the ReGeneration Schools Director of Specialized Services.

## Visitors

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Campuses welcome parents who wish to visit their students' classrooms (after the first two full weeks of school). Parents who wish to visit classrooms and observe should contact the main office to schedule a visit and must complete a Parent Observation Agreement prior to the scheduled visit. On the date and at the time of the scheduled visit, and after the Parent Observation Agreement is signed, the Principal or Dean of Students will escort the parent to the student's classroom. Parents who fail to follow the terms listed in the Parent Observation Agreement will lose the privilege to observe in their student's classroom.

## School Leadership & Locations

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### Bond Hill Campus

5158 Fishwick Drive  
Cincinnati, OH 45216  
Phone: (513) 216-9310

**K-4 Principal:** Sara Gonzalez  
**Director of Operations:** Jessie Back

## Building Hours

All ReGeneration Schools abide by pre-set building hours. Doors at the Bond Hill Campus will open at 7:15 a.m. and the building will close to all faculty, students and visitors at 6:00 p.m. unless an otherwise scheduled event is occurring.

# School Culture

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## Character Building

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### Challenging Curriculum

ReGeneration Schools' curricula are aligned to the Ohio's Learning Standards, ReGeneration Standards, ReGeneration Assessments, and the NWEA and Ohio State tests. In all of these ways, we are getting your child ready to succeed in a college-preparatory environment.

### Top-Notch, Caring Teachers and Staff

ReGeneration Schools Kindergarten and 1st grade classes have two teachers in every classroom. This ensures that we can have small group instruction and give one-on-one help to all students.

All teachers design exciting, innovative, and challenging lessons in the classroom.

ReGeneration's teachers know that students learn material much better when they see how it might apply to their lives; therefore, their lessons are relevant to the students' lives. They also foster a climate of success through a positive disposition, well maintained and decorated classrooms, honest feedback, positive reinforcement, recognition of success, and strong classroom management skills.

ReGeneration teachers are trained to move at a fast pace so that every minute of class time is utilized for instruction. Teachers ask many critical thinking questions throughout the course of a day as well as pack each class with a number of activities designed to keep students motivated and on task.

### IMPORTANCE OF DISCIPLINE

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ReGeneration Bond Hill is characterized by a culture that is orderly, supportive and focused on academic work. The ethos of the community is one of mutual care and respect. Students have the right to a quality education that supports their development into productive and responsible citizens. Discipline and order can exist in a school when students are known and cared for by all of the faculty and staff and when their life within the school is meaningful to them. Given the sense of community within the school and the active engagement of students in their learning, there will be less opportunity for disruption and problems. The administrators and teachers strive to ensure that rules are fairly and consistently enforced.

Discipline is a platform for learning. Orderly and structured classrooms are necessary in order to create a learning environment in which time is used efficiently. An important component of discipline is structure. Structure provides a framework for learning and creativity to take place. The structure that ReGeneration provides will ensure that school is a safe place where students are free of the stress that unstructured, undisciplined settings create.

### EXPECTATIONS - CORE VALUES

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Five core values – caring, respect, responsibility, courage, and justice – are at the heart of ReGeneration's community and represent the cornerstones of the school's Code of Conduct. Students examine and discuss the core values during Community Circles and in classes at each grade level. It is expected that all students will try to live by these values.

### **Caring**

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1. *We take care of each other.*
2. *We help each other. We notice when someone needs help and we lend a hand.*
3. *We do not hurt each other physically or emotionally.*

### **Respect**

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1. *We treat each person as valuable, worthy of greatness and goodness.*

2. *We accept all individuals for who they are.*
3. *We show our respect at all times for each other, for property, for differences, and for opinions different from our own.*
4. *We are honest with each other.*

### **Responsibility**

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1. *We believe we are the masters of our own destiny and that we have the power to control our lives and shape our future.*
2. *We are committed to the highest level of achievement: academic, social, and personal. We recognize our strengths and try to improve on our weaknesses.*
3. *We participate fully in everything we do. We do not do things halfway.*

### **Courage**

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1. *We do not make excuses for ourselves.*
2. *We get involved when members of the community are in trouble or need help.*
3. *We stand up for what is right, even when others do not.*
4. *We will not allow negative people, the 'street', or other outside influences distract us from our goals.*

### **Justice**

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1. *We act with fairness towards each other.*
2. *We stand up for what is right for the community.*
3. *We work to improve our community and our world.*

### **RESPECT**

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The most important value at ReGeneration is respect. Helping students develop the art of respect is a school-wide goal and will be modeled by all adults at ReGeneration. The code serves as the operational glue that holds the community together. The students are expected to demonstrate the following elements of respect:

**SELF-RESPECT** – By their manner and in their school uniform dress, students are to carry themselves with a sense of dignity.

**RESPECT TO PEERS** – By showing support and encouragement; by refraining from insulting, deriding, or humiliating others; and by refraining from physically, emotionally or sexually harassing other students.

**RESPECT FOR ALL ADULTS** – By listening and following instructions; by using appropriate tone of voice; by honoring a teacher's need to present a lesson to the entire class; by demonstrating an awareness of the appropriate time and place to disagree with a teacher's decision; and by accepting corrections to behavior.

**RESPECT FOR DIFFERENCES** – By demonstrating sensitivity to physical, cultural and gender differences, and by refraining from the use of stereotypes.

**RESPECT FOR PROPERTY** – By respecting their personal property and the property of other students; by maintaining their textbooks and other materials; and by caring for the school grounds and property, especially by pitching in to keep them clean and neat. (Items that could be used to deface property are forbidden in school.)

### **SCHOOL COMMUNITY RESPONSIBILITIES**

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As a part of the ReGeneration School's community, students are expected to pitch in and help out with keeping the school clean. Just like at home, students will have chores to do around the school. In addition, community service work around the school may be assigned as a consequence for behavior.

# Academics

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## Academics & Learning

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This is the most fundamental aspect of the school. ReGeneration's mission is to help students meet elevated standards through high expectations in an academic program that will prepare students for college. Therefore, students are expected:

- ✓ TO BE ON TIME to school and to each of their classes and activities every day;
- ✓ TO WORK HARD in their studies;
- ✓ TO BE PREPARED for class;
- ✓ TO BE ON TASK in class;
- ✓ TO PARTICIPATE in all activities; and
- ✓ TO COMPLETE HOMEWORK assignments, which will be given each night, as well as all assigned school projects.

## STARS System

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To help students learn professional habits and reinforce our expectations of our students, ReGeneration Schools has instituted the STARS behavior code.

- S – Stand/Sit Up Straight.
- T – Track the Speaker with Your Eyes.
- A – Always do your work and be on task.
- R – Respect at all times.
- S – Smile! Show the world your inner beauty and greatness.

## Daily School Schedule – Arrival and Dismissal

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ReGeneration Bond Hill operates from 7:15AM until 3:45PM, Monday through Thursday. School is dismissed at 1:45PM on Fridays so that teachers have time to meet, plan, and receive training. This weekly staff development time is incredibly important and helps us to improve our skills as teachers and the school program as a whole.

Students are required to arrive at school on time (by 7:45AM at the latest) and to remain in school until dismissal at 3:45PM (1:45PM on Fridays). It is very important that you send the strong message to your child that school is extremely important. The school attendance habits that are instilled in our students at an early age can lead to a lifetime of educational and professional success.

A typical school day offers:

- Morning Meeting
- 1 period of Math
- 2 periods of Literacy
- 1 period of Social Studies or Science
- 1 hour of Enrichment (music, art, dance, computers, soccer, drama, chess) or teacher tutoring
- Homework EVERY night

## Life's Work/Homework

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Life's Work (homework) is an essential part of the ReGeneration Schools educational program. It is designed to reinforce skills taught in the classroom, to help students develop a deeper understanding of concepts, and to promote good study habits.

**Life's Work will be assigned EVERY night at ReGeneration Schools. This includes twenty (20) minutes of required reading every night (including weekends and holidays), for which a parent/guardian signature is required on the homework log.** It is essential that parents show interest in their child's Life's Work and monitor progress each night.

There are high standards for homework. All homework must be neat, clean, and thorough. Homework folders are turned in to teachers each morning as soon as students arrive at school. Elementary students require Homework Logs to be filled out properly with parent/guardian signature. If the homework is late, missing, incomplete, of poor quality, or if the log is not completed properly, then the student may face in-school consequences. **We expect and need family support to make sure all the homework gets done according to TOP QUALITY standards.**

## Report Cards

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Report cards are distributed three times during the academic year. At the end of Trimesters 1 and 2, Bond Hill will hold "Report Card Conferences" where parents and/or guardians must attend a 10 minute conference with their child's teacher to discuss their progress. **It is mandatory that parents and/or guardians attend their scholar's report card conference.**

The Trimester 3 Report Card will be sent home with students on the last day of school.

## Promotion to the Next Grade

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ReGeneration Schools have tough standards for promotion. It is not automatically assumed that students will pass from one grade to the next: the student must earn promotion by demonstrating mastery of the essential knowledge and skills. The decision to promote a student shall rest solely with the Principal, with appropriate input from the student's teacher(s), the professional staff, and parent(s). Students may not be promoted if they are performing significantly below grade-level standards. Promotion decisions may be based on a student's grades, level of academic aptitude and achievement, standardized test scores, attendance, homework completion record, and other factors thought to be appropriate by the Principal, teacher(s), and professional staff. All promotion and retention decisions are subject to the third grade reading guarantee requirements..

Lastly, a student is required to be retained if he or she **is truant for ten percent (10%) or more of the required school days**, and has failed at least two (2) courses of study, unless the Principal and the teachers of the failed subjects determine that the student is academically prepared to be promoted. Additionally, a student shall not be promoted or allowed to pass to a higher grade or course level if the student fails to meet established standards for a particular grade or course level.

Promotion and retention of previously identified disabled students shall be subject to the factors above, but shall also consider the contents of the student's individualized educational plan (IEP).

Retention decisions will be made only after the Principal or applicable teachers have notified and conferred with parent(s) as to the student's progress or lack thereof. These notifications and conferences will take place as soon as teachers and the Principal identify that a student's promotion could be in jeopardy.

## Academic Dishonesty (Cheating & Plagiarism)

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Cheating is considered a serious offense at ReGeneration. If a student copies another student's work or if a student gives another student his or her work, it is considered cheating. Plagiarism involves the stealing and passing off of someone's ideas or words as one's own or the imitation of the language, ideas, and thoughts of another author (or person) and representation of them as one's own original work.

Plagiarism and Cheating carry severe consequences:

- 1<sup>st</sup> Offense: Student fails assignment and receives a one-day suspension  
2<sup>nd</sup> Offense: Student fails assignment and receives a two-day suspension  
Continued Offenses: Student may fail the course for the quarter

All matters of plagiarism require a conference with the student, parent/guardian, and School Leader.

## Attendance, Truancy, and Withdrawal

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### General Policy

Students enrolled in ReGeneration Bond Hill (the “School”) must attend School regularly in accordance with the laws of the State of Ohio. The educational program offered by the School is predicated upon the presence and punctuality of the student and requires continuity of instruction and classroom participation.

### Reporting Absences

A parent must contact the School whenever a student is absent as follows:

1. A Parent must call the School to inform the School that his/her child or children will be absent from School. This phone call should take place within the first hour that School is in session.
2. If a Parent fails to call the School as prescribed in Part 1, School personnel will call the Parent to inform him/her of the Student's absence. This contact shall occur within one hundred twenty minutes (120) after the beginning of each school day.
3. In those cases where telephone communication could not be made, School personnel will initiate a written communication to the home of the legal guardian the day of the Student's absence.
4. Students who fail to attend school the day of an after school activity or evening event, may be excluded from the activity/event.

### Attendance is Required

Attendance shall be required of all students enrolled at the School during the days and hours that the School is in session. Attendance need not always be within the School facilities, but a student will be considered to be in attendance if present at any place where School is in session by authority of the Board.

### Excused Absences

Notwithstanding the requirement of attendance, absences due to the following will be excused:

1. Personal physical illness such as to prevent attendance at School (at the discretion of the Principal or his/her designee, a written statement from a physician may be required).
2. Personal mental illness such that the student will not benefit from instruction (at the discretion of the Principal or his/her designee, a written statement from a physician/mental health professional may be required).
3. Illness in the family necessitating the presence of the child (at the discretion of the Principal or his/her designee, a written statement from a physician and an explanation as to why the child's absence was necessary may be required).
4. Quarantine of the home (absence will be excused for the duration of the quarantine as determined by proper health officials).
5. Death in the family (Absence will be excused for no more than eighteen (18) hours unless the Principal or his/her designee determines that a longer absence is reasonably necessary).
6. Medical or dental appointments (at the discretion of the Principal or his/her designee, a written statement from a physician confirming the appointment may be required).
7. Observance of religious holidays consistent with the child's truly held religious beliefs.
8. College or university visits (at the discretion of the Principal or his/her designee, verification of the date and time of the visit may be requested).
9. Absence due to a placement in or changes to a foster care placement or any court proceeding related to a student's foster care status.
10. Absences due to a student being homeless.
11. The existence of an emergency condition at home such as absence, illness, or death of the parent.

12. Necessary work in a family business or on a family farm (after proof of necessary absence is provided to the Principal or his/her designee).
13. Necessary work directly and exclusively for a child's parent, if the child is over the age of fourteen (14) and has been in regular attendance at school during the current school year (after proof of necessary absence is provided to the Principal or his/her designee).
14. Instruction at home from a person qualified to teach the branches of education in which instruction is required and such additional branches, as the advancement and needs of the child may require (after adequate certification of home instruction has been provided to the Principal or his/her designee).
15. Absences due to hours beyond the minimum amount of clock hours per day required for kindergarten students under the law if the School operates an all-day kindergarten program.
16. An emergency or set of circumstances which in the judgment of the School constitutes a good and sufficient cause for absence.
17. If a student is absent from School for the sole purpose of traveling out of state to participate in a School-approved enrichment activity or extracurricular activity, the School shall count that absence as an excused absence, up to a maximum of twenty-four (24) hours per school year that the School is open for instruction. The student must complete any classroom assignments he/she misses due to the absence. If the student will be absent for twenty-four (24) or more consecutive hours than the School is open for instruction, a classroom teacher must accompany the student during the travel period to provide the student with instructional assistance in order to count the student as in attendance.

Prior to or upon the student's return, the parent shall provide to the School an explanation of the cause for absence. Failure to provide an explanation of the cause of absence, shall result in an unexcused absence. The Principal or his/her designee shall determine whether provided explanation of the cause of absence justifies excusing the absence in accordance with the terms in this policy. The Principal or his/her designee reserves the right to verify any such explanation of the cause of absence and to investigate the cause of each individual absence as it deems appropriate.

18. Vacations that interfere with school attendance should be discussed with a school administrator in advance of the planned vacation, if at all possible. Students who take vacation trips during the school year may be considered absent with parental permission in the discretion of the School. It will be the obligation of the parent and the student to see that work missed is made up. In addition, the following will be expected:
  - a. Parental notification (either written or phone call to the school secretary) should be given at least three days in advance before leaving. **In most circumstances, no more than five (5) days per year of vacation will be counted as excused absences. Trips of more than five (5) school days shall not be approved except in extraordinary circumstances as determined by the building principal or his/her designee.**
  - b. All work assigned will be due the first day the student returns to school.
  - c. All assessments missed during vacations will be made up following the student's return.

#### Withdrawal

A student who fails to participate in seventy-two (72) consecutive hours of learning opportunities will be automatically withdrawn, unless the student's absence is excused. Otherwise, a parent may withdraw a student voluntarily by signing a Voluntary Withdrawal form with the Principal or his/her designee.

#### Disciplinary Action for Unexcused Tardiness or Absence

Repeated unexcused absences/tardiness shall be grounds for disciplinary action that will not include suspension or expulsion.

A student is tardy when a student is more than five minutes late for School or for a class. If a student misses more than half a class, the student will be marked absent for the class. When tracking hours of missed instruction for excessive absence and truancy purposes, the School shall track tardiness and early dismissal times based on the precise amount of missed instruction, tracked to the nearest minute (e.g., if a student is thirty-five (35) minutes tardy to school and leaves school forty-five (45) minutes early, the student shall be counted as absent for eighty (80) minutes of that day).

Students shall not be considered absent for purposes of habitual truancy calculations while out of class for a legitimate reason, including but not limited to restroom breaks, visits to the nurse's office, counselor meetings, or remediation sessions.

Any student who, due to a medically-documented physical or mental impairment, is absent for an extended period will not be disciplined. Such students may be entitled to receive an education tailored to their individual needs or abilities as provided for under federal and/or state law.

#### Truancy and Absence Intervention Strategies

The Principal or his/her designee may act as the School's attendance officer or delegate that duty as permitted by law. The School's attendance officer shall investigate possible School attendance violations, and is authorized under Ohio law, to serve warrants, to enter places where children of compulsory School age are employed, and to take such other actions as may be necessary to enforce the compulsory education laws.

A student is excessively absent from school if a student is absent from the School with or without legitimate excuse for thirty-eight (38) or more hours in one (1) school month or sixty-five (65) or more hours in one (1) school year. Within seven (7) days of a student becoming excessively absent from School, the attendance officer shall notify the student's parents of the student's absences in writing.

A student is habitually truant if the student is absent without a legitimate excuse for thirty (30) or more consecutive hours, for forty-two (42) or more hours in one (1) school month, or seventy-two (72) or more hours in one (1) school year.

Legitimate excuses for the absence of a student otherwise habitually truant include but are not limited to:

1. the student was enrolled in another school;
2. the student's absence was excused in accordance with applicable law or policy; or,
3. the student has received an age and schooling certificate.

If the student is habitually truant and the student's parents have failed to cause the student's attendance, the School will assign the student to an absence intervention team ("AIT") within ten (10) days. The Principal or designee selects the AIT members, who shall include a representative of the School who knows the child and the child's parent, guardian, custodian, guardian ad litem, or temporary custodian. Members may also include a school psychologist, counselor, social worker, or representative of a public or nonprofit agency designed to assist students and their families in reducing absences.

Within seven (7) days of the School's determination that the student is a habitual truant, the School will make at least three (3) reasonable, meaningful attempts to secure the child's parent, guardian, or custodian's (for the purposes of this policy, "parent") participation on the AIT. If the parent responds to attempts but is unable to attend, the School will notify the parent of the right to participate by designee. In the event the parent does not respond to the attempts at all, the School will investigate whether the failure to respond triggers child abuse and neglect reporting requirements and instruct the other members of the AIT to develop a plan for the child.

Within fourteen (14) days after its formation, the AIT will develop a written plan to reduce or eliminate Student's further absences. The AIT plan will state that a complaint will be filed in juvenile court alleging that the child is an unruly child not later than sixty-one (61) days after implementation if the child refuses to participate in or fails to make satisfactory progress on the plan or other alternatives to adjudication. The School will make reasonable attempts to provide student's parent with written notice of the plan within seven (7) days of development.

If a student becomes habitually truant during the last twenty-two (22) school days of the year, the School may assign one official to work with the parent and develop an AIT plan in lieu of forming a full AIT. The plan shall be implemented not later than seven (7) days prior to the first day of instruction of the next school year.

The School shall employ absence intervention strategies for all students who are excessively absent from School. Such strategies shall include the following, if applicable:

1. Providing a truancy intervention plan for any student who is excessively absent from school;
2. Providing counseling for a habitual truant;

3. Requesting or requiring a parent to attend parental involvement programs;
4. Requesting or requiring a parent to attend truancy prevention mediation programs;
5. Notification of the registrar of motor vehicles of student's truancy status if the student misses sixty consecutive hours of instruction or ninety hours of instruction during the course of the school year; and
6. Taking legal action under R.C. 2919.222, 3321.20, and/or 3321.38.

On the 61st day after the implementation of an absence intervention plan or other intervention strategy, the attendance officer shall file a complaint with the juvenile court against a student, if all of the following apply:

1. the student is a habitual truant;
2. the School has made meaningful attempts to re-engage the student through the absence intervention plan, other intervention strategies, and any other offered alternatives to adjudication; and
3. the student has refused to participate in or failed to make satisfactory progress on the plan, as determined by the absence intervention team, or any offered intervention strategies or alternatives to adjudication.

If the 61st day falls during the summer months, at the School's discretion, the absence intervention team or attendance officer may extend the implementation of the plan and delay filing the complaint for an additional thirty (30) days from the first day of instruction of the next school year.

If, however, at any time during the implementation phase of the absence intervention plan or other intervention strategy, the student is absent without legitimate excuse for thirty (30) or more consecutive hours or forty-two (42) or more hours in one school month, the attendance officer shall file a complaint with the juvenile court against the student, unless the absence intervention team has determined that the student has made substantial progress on the absence intervention plan.

The Principal or his/her designee is also authorized to establish a parent education program for parents of students who are habitually truant. Any parent assigned to the program who does not complete the program is to be reported to law enforcement authorities for neglect of parent education, a fourth class misdemeanor if found guilty.

### Reporting

The School shall report to the Ohio Department of Education, as soon as practicable, any of the following occurrences:

1. When a student is deemed habitually truant.
2. When a student is deemed excessively absent.
3. When a student has been adjudicated an unruly child for being a habitual truant and violates the court order regarding that adjudication.
4. When an AIT plan has been implemented for a student.

This Board will consult with the juvenile court of the counties in which the School is located, and will continually consult with parents of students attending the School, and state and local agencies deemed appropriate by the Board with respect to this policy.

### Early Dismissal

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To provide all students with the educational experiences they deserve with minimal disruptions, we respectfully ask that parents and guardians avoid early dismissals where possible.

If an early dismissal cannot be avoided, please note that early dismissals will not be granted after 3:00 PM Mondays through Thursdays and after 1:20 PM on Fridays.

### Discipline

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Our approach to discipline is rooted in the belief that the learning environment is sacred. At ReGeneration, we will do whatever it takes to make sure that every child is safe (physically, emotionally, mentally, and intellectually) and to make sure that every child has the chance to learn without needless disruptions. We have very high expectations for student behavior, and we "sweat the small stuff" to create and preserve a focused learning environment.

Our teachers will use a large array of strategies to promote positive behavior and to correct problem behaviors. Our faculty uses positive reinforcement whenever possible, doing their best to “catch students doing the RIGHT thing.” We recognize and celebrate student success at every opportunity.

We also use consequences and problem-solving approaches to help students fix behavior problems. Students may lose privileges (social time, trips, etc.) when they violate the rules.

## Disciplinary Procedures

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### Group Consequences

ReGeneration retains the right, during particularly difficult circumstances, to keep groups of students or an entire class of students during lunch or after school. The school does not seek to punish the good with the bad, but it believes that we are all responsible for each other – that the actions of some of us do impact, and are impacted by, the entire group.

### Public Apologies

ReGeneration believes deeply in the idea of community – believes that we are all responsible for our actions and how they impact others. Therefore, it is required that students publicly apologize during daily community circle if they have violated this code of conduct. In a proper apology, a student must articulate what s/he did wrong, demonstrate an understanding of how s/he broke one or more of the core values that s/he had pledged to live by, and show how s/he will act differently in the future. These apologies have to be delivered in our circle and must also be found acceptable by the school’s faculty. Unacceptable apologies will result in an in school suspension. In addition, as a means of urging the habit of timeliness and maintaining accountability, tardy students are required to step into the circle and apologize to the community for being late.

### Parent Behavior

Parents are expected to model good behavior for the children. All concerns may be brought to the Principal and discussed professionally. However, ReGeneration is not a school that will tolerate shouting, threats, or cursing by parents. Such behaviors will result in severely limiting a parent’s access to teachers and to visiting the school.

### Other Rules

ReGeneration retains the right to establish additional rules and impose consequences not specifically listed here when the administration, in its reasonable discretion, believes them to be appropriate in specific situations.

### Consequences

When students break the code of conduct, the teacher will correct them, review the correct behavior and practice the behavior with them. However, if the behavior continues the students will face a series of consequences. These consequences progress in a hierarchy designed to deter a student from poor choices. In administering consequences, school personnel will take into account such factors as the severity of the offense, the age of the student offenders, students’ histories or inappropriate behaviors, and any other factors deemed relevant.

### Behavior Intervention and Remediation

When deemed appropriate by School Leaders, a student may be placed on a behavior intervention plan to support behavior improvements and closely monitor progress toward specific behavior goals. Students not meeting the goals in their behavior plan face consequences as outlined below.

When appropriate, students with disabilities will be provided with behavior plans as per specifications outlined in their IEP or 504 plans.

### Zero Tolerance for Fighting

There is zero tolerance for fighting. In almost every case, all involved students will be suspended. Parents will be required to come to school and to pick up the students involved in the fight on the day of the incident. The school encourages non-violent conflict resolution. Students are expected to use the techniques of conflict-resolution to settle all disputes in a non-violent manner. Faculty will work to spot problems and students are expected to report conflicts before they escalate.

### Loss of Privileges

ReGeneration offers students many privileges that can be taken away as a consequence for poor behavior. These include but are not limited to arriving at school early or staying late on school grounds, participating in specials classes and after school clubs and teams, attending field trips, attending dances and social events, and using the computer room or other school equipment.

### In-Class Benching

One such consequence that happens during class is *benching*. Students who misbehave in class or do not keep up with the work can be *benched*. *Benching* entails sitting at a designated desk in the back of the room where the student is not allowed to talk or interact. Students who talk while on the bench will be removed from class, and receive further consequences. The idea behind the bench is that the student has become like an athlete who is unable to participate in the game and must remain on the bench. When the student is able to behave and does his/her work then s/he will be invited once again to participate in class. Students who become repeatedly *benched* will receive additional consequences. Students who are benched will be given reflective essay assignments to be completed before s/he is dismissed.

### In-School Suspension

ReGeneration may require students to serve an in-school suspension during which they are not allowed to travel to their classes but must spend the school day doing their schoolwork. Students issued an in-school suspension shall serve suspensions in a supervised learning environment and may be permitted to complete any classroom assignments missed because of the suspension. During an in-house suspension a student will be given work and reflective essay assignments that must be completed and signed by his/her teachers before he/she can be dismissed.

Students who violate rules while on in-school suspension will be placed on out-of-school suspension. Multiple in-school suspensions will result in an Out-of-School Suspension.

### Out-of-School Suspension and Expulsion

In accordance with Ohio law, Section 3313.66 O.R.C., the Superintendent of a school may suspend a pupil from school for not more than ten days. In addition, the Superintendent may expel a student from school for eighty (80) days and in some instances, one (1) year. Suspensions or expulsions may extend from one school year to the next.

### **Permanent Exclusion:**

Sections 3313.66 and .662 of O.R.C. have been expanded to incorporate changes for Ohio's exclusion law. A student may be permanently excluded from attending an Ohio Public School for certain very serious offenses.

### **Due Process:**

The School will follow all due process procedures required under Ohio law when imposing discipline. Due process in the context of quasi-judicial administrative proceedings, carried out by the school authorities, does not mean that procedures used in courts in juvenile proceedings must be followed exactly by school authorities when engaged in school-related disciplinary actions. It does mean that clear, definite, and fundamentally fair rules of procedure must govern disciplinary actions taken by school authorities.

## REMOVAL FROM SCHOOL FOR CERTAIN OFFENSES

In the event that, in the opinion of the Principal or his/ her designee, a student's presence at the School creates a health risk, presents a danger to other persons or property or seriously disrupts the functions of the School, the student may be removed from the premises without formal suspension or expulsion procedures. A removed student in grades pre-kindergarten through three may be removed for the remainder of the school day and shall be permitted to return to curricular and extracurricular activities on the following school day without a hearing, unless the student's conduct warranting the emergency removal is likely to result in an out-of-school suspension or expulsion. Students in grades four through twelve may be removed, and must be provided with notice and procedures to follow the removal in accordance with O.R.C. 3313.66, including a hearing on the next school day following the removal.

A student shall be expelled for one (1) year for bringing a firearm to the School or onto school property (any property owned, used, or leased by the School for School, School extracurricular, or School-related events).

A student may also be expelled for a period not to exceed one (1) year for:

1. bringing a firearm to an interscholastic competition, an extracurricular event, or any other School program or activity that is located at a School or on school property;
2. bringing a knife to the School, onto school property, or to an interscholastic competition, an extracurricular event, or any other program or activity sponsored by the School or in which the School is a participant;
3. possessing a firearm or knife at School, on school property, or at an interscholastic competition, an extracurricular event, or any other School program or activity which firearm or knife was initially brought onto school property by another person;
4. committing an act that is a criminal offense when committed by an adult that results in serious physical harm to persons or serious physical harm to property;
5. making a bomb threat to a school building or to any premises at which a School activity is occurring at the time of the threat.

In matters relating to the disciplining of disabled students, the Board shall abide by federal and state laws regarding suspension and expulsion.

Please note that the ReGeneration School's student conduct policies and procedures will be equitably applied without regard to race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability or by any other distinguishing characteristics. All students are afforded records and privacy protections pursuant to Federal and State laws and regulations.

## Dress Code - Uniforms

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At ReGeneration, students take pride in their appearance. Except on designated days, students are required to wear the regulation school uniform. Uniforms are to be clean, well fitted and presentable. Clothing should be labeled with the student's first and last name, on the inside tag, with a permanent marker.

**Required Embroidered polos and gym uniforms are available for purchase in our main office, or online.**  
**For pricing and size information please visit the link below:**

<http://www.goschoolzone.com/>

- **Shirt:** Navy-blue polo shirts with the **embroidered ReGeneration Bond Hill logo**. The shirt is available in short and long sleeves. A white, navy-blue or black short or long-sleeved undershirt, with no collar, may be worn under the uniform shirt
  - Scholars can earn a blue and white striped rugby shirt to wear as an incentive.
- **Pants:** Plain khaki slacks (boys and girls). Pants need to fit correctly with a belt.
- **Belt:** A solid black, navy-blue or brown belt must be worn with any piece of uniform that has belt loops
- **Skirt:** Khaki pleated skirts or skorts
- **Jumper:** Navy-blue plaid jumper available in our main office.
- **Socks:** Blue, black or white socks may be worn
- **Tights:** Solid navy-blue tights may be worn with skirts and jumpers
- **Shoes:**
  - Regular School Days: Solid black, brown or navy-blue dress shoes with a soft rubber sole
  - Gym Days (Assigned): Solid black or white gym shoes
  - Free of designs and colors
- **Gym Uniform:** Navy-blue ReGeneration Bond Hill gym shirts and ReGeneration Bond Hill shorts or sweatpants. Gym uniforms must include the school's name.

### **Optional:**

- **Sweater:** Solid navy-blue cardigan
- Additional apparel and accessories should **NOT** be worn to school

*The uniform must be worn every day, regardless of weather, unless parents and students have been advised otherwise in writing. Failure to wear the uniform will be considered a violation of our school's discipline policy. Students who consistently refuse to follow uniform rules will face disciplinary consequences.*

*Regular uniforms may be worn on gym days, in place of the gym uniform.*

**\*\*\*Students who refuse to follow uniform rules will not be allowed to participate in class with teachers and peers. They will remain in the Dean's office until proper attire is brought to school. \*\*\***

## **Family Involvement**

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ReGeneration Schools is a community of students, parents, teachers, and school leaders. We believe in the importance of working together to make a positive impact on the academic and social growth of every child. Although the job of making school policy belongs to the Board of Trustees and the Principal, family involvement is not only welcomed, but absolutely critical to the school's success. We want all parents to be actively involved in the education of their child.

### **ReGeneration Schools Parents are asked to:**

- Establish a daily routine for your child, including 8-10 hours of sleep every night.
- Provide a quiet space for your child to study.
- Provide positive reinforcement of student progress and success.
- Provide a library of books and/or frequent trips to the library and/or book stores.
- Discuss academics and student work among family members.
- Help your child take responsibility for his/her actions. Stress the importance of telling the truth. Remind your child that no one is perfect and everyone makes mistakes.
- Check with your child's teacher any problems.
- Attend math/literacy workshops, chaperone field trips and volunteer at the school.
- Support other ReGeneration Schools families.

### **ReGeneration Schools Parents are required to:**

- Attend a chat with the principal to review the parent handbook.
- Reinforce ReGeneration's Code of Conduct and STARS/SLANT behaviors at home.
- Read to your child (grades K-4) or ensure your child reads independently (grades 5-8) for at least twenty (20) minutes every day, including weekends, and sign the reading log.
- Make sure your child completes nightly Life's Work, sign the folder, and return it daily.
- Attend two mandatory report card conferences to pick up your child's report card and meet with your child's teacher at the scheduled date and time.
- Effectively communicate with your child's teacher by responding to emails, letters or phone calls within 48 hours of receiving the email, letter or phone call.

## **Home-School Communication**

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In order to be effective partners, we must communicate. There are several ways that we communicate with you throughout the year:

1. **School Messenger and Class Tag** – Our robo-messaging program allows us to quickly call and email all families. It is essential that the school always has a working phone number on file. You can also provide an email address where we will send text versions of the messages.
2. **Flyers** – The school periodically sends home informational flyers. It is the responsibility of parents/guardians to check your child's folder and ask your child for flyers.

3. **Monthly Advisory Calls** – Each scholar’s homeroom teacher will make monthly advisory phone calls to each home to provide an academic update to parents.
4. **Elementary Behavior Communication Logs:** Nightly your child will bring home a behavior log in his/her homework folder that informs you of any misbehaviors or stellar accomplishments. You must sign and return it the next day in his/her homework folder.
5. **Middle School Paychecks:** Every Friday your child will bring home a Scholar Dollar "paycheck" that informs you of any misbehaviors or stellar accomplishments from that week. You must sign it and return it to school the next Monday.
6. **Progress Reports** – The school will send home progress reports periodically. We will always send a School Messenger to let you know to look for Progress Reports. This information will also be available via your PowerSchool Parent Portal login.
7. **Report Card Conferences:** At the end of the first and second trimesters, parents/guardians will be required to come to the school for Report Card conferences with their child's teachers regarding their child’s progress.
8. **Visits:** To arrange a visit to the school, please see the section on School Visitors.

## Parent/Family Concerns

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If you have a concern, we ask that you contact the school. We welcome the conversation. We understand that you have very strong feelings about issues concerning your children. We promise to treat you and your concern with respect, and we expect respect in turn. If a parent/guardian/family member is disrespectful to ReGeneration staff, we will cut short the conversation and continue it at another time.

All issues should be directed first to the teacher via email or phone. If the issue persists or the outcome is unsatisfactory, follow the following communication protocol.

### *Academic Issues*

- Teacher ⇨ Director of Operations ⇨ Principal ⇨ ReGeneration Schools

### *Discipline Issues*

- Teacher ⇨ Dean ⇨ Director of Operations ⇨ Principal ⇨ ReGeneration Schools

### *Special Education Issues*

- Teacher ⇨ Case Manager ⇨ Director of Operations ⇨ Principal ⇨ ReGeneration Schools

We need your support. As you know, ReGeneration is a very demanding school with high expectations for academics and behavior. All of us – families, teachers, and administrators – are working hard to help your child climb the mountain to college. We are all part of your child’s team: if you and your child work with us, we can all succeed.

**Cell Phones:** Students are not allowed to use cell phones in school or on school field trips. If a cell phone is used, rings, or is seen by a staff member during school, it will be confiscated.

**Messages/Phone Use/Voicemail:** It would take an incredible amount of staffing to provide message services. We cannot guarantee that messages will reach students or teachers during the day unless it is an emergency that requires immediate attention. Such calls should be very rare. Students are allowed to use the telephone only in the case of emergencies.

**If you need to get a message to your child’s teacher, please call the main office number and leave a message. The teacher will return your call within two (2) school days.**

# School Day

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## Arrival & Early Morning Procedures

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ReGeneration Schools' campuses officially open their doors at 7:15 a.m. each day. Students may arrive at this time to eat breakfast and enjoy independent reading and Bright Work. Unless students and families have made an appointment with individual teachers or other staff beforehand, students and families must remain outside the building until 7:15 a.m. The school day officially begins at 7:45 a.m.

## Commons Room Procedures

Students must remain seated during breakfast and lunch. They are to keep their voices low and controlled. Students are required to keep their tables clean and wiped after both breakfast and lunch. Students who do not keep their tables clean may lose lunchtime privileges.

## Student Meals

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The Community Eligibility Provision (CEP) of the National School Lunch & Breakfast Programs allows your child(ren) to eat meals free of charge (one breakfast and/or one lunch per day). All families will need to complete a Household and Income Form that enables the school to participate in CEP Program.

All ReGeneration students have the option to eat a school breakfast (if they arrive on time), snack (where provided), and lunch. At the start of each month, lunch menus will be available in the main office. If a student does not like a particular meal, he/she may bring in his/her own lunch. However, students are not permitted to bring in foods that are unhealthy or high in sugar, nor are they permitted to bring food that requires any preparation, such as heating. . Foods that are not permitted include: candy, soda, energy drinks, donuts, cupcakes, chips, candy bars, etc.

Parents are required to notify the school of any food allergies and provide documentation from a doctor for the student's health file.

Please note that ReGeneration Schools has a **no gum** policy. Students are not permitted to bring or chew gum at any time while they are on the premises.

## Healthy Eating Standards

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Children need healthy snacks for energy, vitamins, minerals and other nutrients, to help them grow, learn and be active. Healthy students are better able to pay attention in class and do their best school work.

In an effort to provide students with the healthiest environment we can, and to adhere to the ReGeneration Schools Health Standards, we are encouraging you to provide only healthy snack for school snacks, and classroom parties and celebrations.

**In meeting this health requirement, as a school we do not allow cupcakes, cakes, ice cream, etc. for student birthdays or other celebrations.**

Snacks that meet the following nutritional requirements are permitted:

- 150 calories or less
- 35% of total calories from fat or less
- 10% of total calories from saturated fat or less
- 30g of sugars or less
- 230 mg of sodium or less per serving

Here are healthy snack food ideas:

Low-fat cheese on whole grain tortilla	Whole grain crackers or toast with peanut butter or hummus
Fresh cut fruit with yogurt for dipping	Fruit salad

Graham crackers with low-fat milk	Low-fat string cheese
Yogurt with whole grain cereal or fruit on top	Yogurt smoothie (yogurt, ice, milk, and any type of fruit)
Baked tortilla chips and salsa	Popcorn and 100% juice
Vegetables and low-fat dip	Banana
Whole grain muffin or bagel	Apples, grapes, or any type of fruit

## Dismissal & After School Programs

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Dismissal occurs at 3:30 p.m. Monday through Thursday and at 1:50 p.m. Fridays.

ReGeneration Schools conducts several after-school activities. Students who are registered in the after school activities are permitted to stay after school. They may not, however, stay after school to wait to be picked up. ReGeneration does NOT provide child-care services. By 4:15 p.m., all students who are not involved in a structured, supervised activity must be picked up.

Any student demonstrates poor behavior or abuses the privilege of participating in after school activities may be suspended from the after-school enrichment program. If a student is suspended from after school enrichment, he or she will not be permitted to participate in after school activities for the remainder of the quarter. The student will have to be picked up by 4:15 p.m. After-school dues will not be reimbursed

When children are left at school past 5:00 PM and the campus is unable to reach a parent, guardian, or emergency contact, per the District-wide Protocol for Children Left Stranded, the school will be forced to call the Cincinnati Police Department and the Department of Children and Family Services hotline to report child neglect.

### Afterschool Fees

When offering afterschool activities, campuses will inform parents of any fees associated with program enrollment.

## School Calendar & Closings

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The school calendar is shared with parents annually and as any updates or changes are made. ReGeneration Schools will issue reminders to parents regarding noon dismissals and days off.

In the event of poor weather conditions such as heavy snow, please listen to your local news for relevant information regarding school cancellation. ReGeneration Schools follows the same cancellation policies as Cincinnati Public Schools. If CPS is closed or delayed, so is the individual campus.

## Safety & Security

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There are a number of basic procedures the school has in order to ensure the safety and security of its students and staff. Cooperation on everyone's part will go a long way in guaranteeing that the business of the school – teaching and learning – can take place.

### School Searches

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ReGeneration authorizes the Principal and the Principal's designee(s) to conduct searches of students and their belongings if the authorized school official has reasonable suspicion to believe that the search will result in evidence that the student violated the law or any of ReGeneration's rules. In authorizing searches, ReGeneration acknowledges both state and federal constitutional rights which are applicable to personal searches of students and searches of their possessions.

An authorized school official may search a student or the student's belongings based upon information received from a reliable informant. Individuals, other than ReGeneration's employees, will be considered reliable informants if they have previously supplied information that was accurate and verified, they make an admission against their own interest, they provide the same information that is received independently from other sources, or they appear to be credible and the information they are communicating relates to an immediate threat to safety. ReGeneration employees will be considered reliable informants unless they are known to have previously supplied information that they knew was not accurate.

Students may be subject to personal searches and searches of their possessions where reasonable individualized suspicion exists to conduct such search. Reasonable individualized suspicion to conduct a search of a student or a student's possessions and the scope of the particular search shall be based upon, among other things, the student's age, the prevalence and seriousness of the problem to which the search is directed, the urgency necessitating an immediate search, and the probative value and reliability of information used as justification for the search.

Students have no reasonable expectation of privacy rights in school lockers, cubbies, desks, or other school storage places. ReGeneration exercises overriding control over such school property, which may be opened and subjected to inspection at any time by school officials. ReGeneration will provide notification to parents/families if a search has taken place as soon as is practicably reasonable.

Strip searches shall not be conducted by any school personal, for any reason. In an emergency situation, the police will be called by school authorities.

## Closed Campus

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Under no circumstances are students to leave the school building or grounds without permission.

## In Case of Emergency

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In case of an emergency, parents or guardians should contact the Main Office either by phone or in person. Under no circumstances should parents or guardians contact students in their classrooms or attempt to withdraw students from the building without notifying and receiving permission from staff members in the Main Office.

## Emergency Drills

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Safety drills will occur at times established by the school administration. Students are required to be silent and comply with the directives of school officials during emergency drills. A warning to the students will not precede drills.

Any time the fire alarm goes off (including regularly scheduled fire drills) or another emergency code is indicated, students must obey the following procedures:

- Listen for the fire alarm.
- Line up immediately and be silent.
- Follow their teacher to the designated exit and line up outside.
- Once outside (or in the designated location) they must remain silent and listen to instruction from their teacher.

If there is a school emergency, the school staff will utilize our School Messenger system to provide updates to all families. It is imperative that we have a working phone number on file so we are able to reach all families in the event of an emergency.

## Mandated Reporting

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Ohio requires a wide range of professionals to report suspected child maltreatment. These professionals and any other person required by law to report suspected abuse or neglect are called mandated reporters. Mandated reporters are professionals who may work with children in the course of their professional duties. Mandated reporters are required to report suspected child maltreatment immediately when they have "reasonable cause to believe" that a child known to them in their professional or official capacity may be an abused or neglected child. State law does not require that the mandated reporter notify parents of the report.

## Health & Medical

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ReGeneration Schools provides the health services required by law. Students with serious injuries are taken to the hospital for emergency medical care and the parent(s) or guardian(s) are notified immediately.

If a student requires medication of any kind (including Tylenol, aspirin, and asthma inhalers), the student's parent/guardian must submit an Authorization to Dispense Medication form and must give the medication in the original container to the nurse. Students are not permitted to carry or self-administer over-the-counter or prescription medication without written parent or guardian permission and a doctor's written order. A student may self-carry and self-administer asthma medication with written parental permission where the parent provides the school with the prescription label containing the name of the medication, the dosage, and the circumstances under which it should be administered. A student may self-carry and self-administer an epinephrine auto-injector with written authorization from the student's physician and a written statement detailing the name and purpose of the medication, the dosage, and the circumstances under which it should be administered.

The parent/guardian of any student who is required to carry an asthma inhaler on his/her person must provide an Authorization to Self-Administration Form specifying that the student needs to carry the inhaler with him/her and must also provide a second inhaler that is kept in the nurse's office.

ReGeneration Schools abides by all Ohio immunization requirements. Each new student must have a certificate of immunization at the time of registration or no later than the first day of school. Parents/guardians must present documentation that their children have received all required doses of vaccines or are waiting to receive the subsequent doses at the appropriate time intervals. Parents seeking to waive the immunization requirement should submit their request to the school nurse. The nurse will review the request and will advise the Principal, who will make the final decision on whether to grant the waiver request.

As a public school, we are required by law to conduct hearing and vision screenings for every child, which requires parent consent. If you do not want your child participating in these screenings, please write a letter to the school nurse/school administration explaining your reasons. If parents do not consent to the school screenings, then it is their responsibility to ensure your child receives the required screenings and that proper documentation is provided to the school.

## Smoke Free Campus

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All ReGeneration Schools Campuses are smoke free. Smoking is prohibited on school grounds and within 15 feet of all entrances, exits, windows that open, or ventilation intakes.

## Transportation Safety

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### *Arrival and Dismissal*

**Students should not arrive at school earlier than 7:15 AM.** At dismissal, students should leave the school building; attend after school tutoring or detention; or participate in an official school event such as an athletic team. Students who are not participating in one of the above activities must wait in the Main Office or in another designated afterschool location, under the supervision of a staff member. Students may not wait outside without staff supervision. We ask for families to please cooperate to guarantee a safe, timely, and orderly environment for all students and families at dismissal.

### *Students Who Walk*

For students who walk to and from school, a number of streets must be crossed. Families should instruct students to use appropriate crossing lights at each intersection and to cross each intersection only when it is safe to do so within the designated crosswalks. ReGeneration encourages students who walk to travel together in groups. The school is happy to help parents identify other families who live near them for this purpose.

### *Ridesharing*

We are duty-bound to ensure that students are discharged to the care of a responsible adult.

Ride sharing services such as Uber and Lyft have policies specifically prohibiting people under the age of 18 from using their apps or riding unaccompanied by an adult. ReGeneration Schools does not condone students leaving campus in ridesharing cars whose own policies prohibit minors from using them.

Parents are required to provide the school the names of authorized adults to whom students may be released. Since the identity of the rideshare driver is not known until the driver accepts the request, release to a rideshare driver would not be authorized.

## Other Information

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### Student Belongings

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Students who disrupt class for any reason are violating school rules. This rule applies to students' personal possessions as well. Items including, but not limited to, fidget spinners, game cards (Yugio Cards, Pokemon Cards, etc.), trading cards (baseball cards, football cards, etc.), portable electronic games, toys, make-up (lipstick, lip gloss), hats, CD players, mp3 players, laser pointers, beepers, pagers, portable electronic devices, and cell phones are not allowed in school.

Students who violate this rule will have their item(s) confiscated until the item(s) is picked up by a parent/guardian and will be subject to consequences. Repeated violations may cause personal property to be confiscated for a period of up to 30 days, irrespective of any costs or fees students and/or their families may incur as a result.

We encourage all students not to bring non-essential items of value (monetary or otherwise) to school because they cannot be securely stored.

### Electronic Devices and Phones

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Scholars are encouraged to leave all electronic devices and cell phones at home. If this is not an option, scholars who bring electronic devices and cell phones to school are required to follow the following procedure for safekeeping during school hours. Our goal is to provide a system to keep students' cell phones safe while helping them to stay focused on school work without distractions.

Every morning, middle school scholars will power their phones off before entering the school. The phone will be placed in a plastic bin with a post-it identifying to whom the phone belongs. The homeroom teacher will lock the closet where the phones are kept so no one can access the devices. During afternoon dismissal, the homeroom teacher will open the closet and will hand back cellphones to each student.

Scholars who fail to follow this explicit procedure will receive the following consequences.

If a student has a cell phone with him/her during the school day without permission, it will be confiscated and he/she will be sent to the dean's office. Once a cell phone is confiscated, a parent must pick it up.

Students will also receive the following consequences for having a cell phone during the school day without permission from the principal or dean:

- First Offense: \$20 scholar dollar cell phone deduction and send out
- Second Offense: \$20 scholar dollar cell phone deduction, and send out, and parent conference
- After the second offense, if the issue is not corrected, the student will receive a more severe consequence from the school leader.

### Lost and Found

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The school will keep a small lost and found box near the main office or with Campus Deans. Parents/guardians/families may come in any day between 8:00AM and 4:00PM to search the Lost and Found for lost items. At the end of every Trimester, items left in the box may be donated to a local charity.

## Birthday Celebrations

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Students are permitted to bring store-bought goodies or non-food items to be shared with classmates if the teacher is notified in advance and the snack adheres to the ReGeneration Schools School Health Standards.

This is referenced earlier in this handbook, but as a reminder, snacks must meet the following nutritional requirements in order to be distributed:

- 150 calories or less
- 35% of total calories from fat or less
- 10% of total calories from saturated fat or less
- 30g of sugars or less
- 230 mg of sodium or less per serving

Parents can notify the teacher by writing a note/email or calling the school. The treats must be prepared in individual servings. Treats can be shared at 3:00 p.m. Birthday celebrations cannot occur during lunch to avoid interference with our food service program. Individual goodie bags are permitted as long as every student in the scholar's class receives one.

If your child does not celebrate birthdays, or is not permitted to celebrate birthdays, please send a note to school in writing informing us that your child is not to participate in birthday celebrations.

## Field Trips

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Field trips are a part of ReGeneration Schools' educational program. We use field trips to enhance learning that is taking place in the classroom. However, attending these programs is a privilege and not a right. If a scholar does not uphold ReGeneration's core values, he/she may not be permitted to attend a field trip. If a field trip is scheduled while school is in session, the scholar will still be required to be in school. Failure to come to school will result in loss of the privilege to attend the next field trip and a mandatory parent conference.

## Animals on School Property

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In order to assure student health and safety, animals are not allowed on school property, except in the case of a service animal accompanying a student or other individual with a disability. This rule may be temporarily waived by the building principals in the case of an educational opportunity for students, provided that (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

## Accommodating Individuals with Disabilities

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Individuals with disabilities will be provided an opportunity to participate in all school-sponsored services, programs, and activities. Individuals with disabilities should notify the building principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

## Parent Behavior

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Parents are expected to model good behavior for the children. All concerns may be brought to the Principal and discussed professionally. However, ReGeneration Schools does not tolerate shouting, threats, or cursing by parents. Such behaviors will result in the principal limiting a parent's access to teachers and to visiting the school.

## Student Records

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The School recognizes the legal requirement to maintain the confidentiality of student records. Access to student records shall be consistent with federal and state statutes, including the Family Educational Rights and Privacy Act of 1974 (FERPA), the Ohio Public Records Act, and their implementing regulations.

The School also recognizes its responsibility under the Local Government Records Law to ensure the orderly retention and disposition of the School's student records.

Appendix B of this Handbook notifies all parents of their rights under FERPA. The notice explains that the parent has a right to:

- 1) Inspect and review the student's education records;
- 2) Confidentiality with respect to personally identifiable information contained in a student's education records except:
  - a. by prior written consent of the student's parent(s) or guardian(s) or the eligible student;
  - b. as directory information; or
  - c. under certain limited circumstances, as permitted by FERPA.
- 3) Request that records be amended to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights;
- 4) File a complaint with the U.S. Department of Education alleging failure of the District to comply with FERPA and its regulations; and
- 5) Obtain copies of the School's FERPA policy and the locations where copies may be obtained.

The School shall arrange to provide translations of this notice to non-English speaking parents in their native language.

Student directory information, which includes the student's name, address, parents' telephone listing, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, awards and honors received, photographs and videos of students participating in school or school sponsored activities that have appeared in school publications, and dates of attendance, may be disclosed publicly, including to military recruiters, the media, colleges and universities, and prospective employers. Parents can object to the release of directory information regarding their scholar. Please contact the school office if you do not wish for your scholar's directory information to be released.

## English Learners

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ReGeneration Schools offers opportunities for English Learners to develop academic excellence and meet the same high standards that all children are expected to attain. ReGeneration Schools will assist all English Learners to achieve English proficiency, facilitate effective communication in English, and encourage their full participation in school activities and programs as well as promote participation by parents/guardians. Contact Director of Special Education for more information.

## Students with Disabilities

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ReGeneration Schools will provide a free, appropriate public education in the least restrictive environment to all students with disabilities, as required by the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and their implementing regulations. Contact the Director of Special Education for additional information about the identification, evaluation, placement, and services for students with disabilities.

## Students in Transitional Living Situations (Homeless Children)

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Each child of a homeless individual and each homeless youth has equal access to the same public education as provided to other children and youths. A *homeless child* is defined as provided in the McKinney-Vento Homeless Assistance Act. Please contact the school social worker for further information.

## Notice to Parents of Right to Request Teachers' Qualifications

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Parents have the right to request the professional qualifications of the teachers who instruct their child and the paraprofessionals, if any, who assist them. Parents may request the following information:

- Whether the teacher has met state certification or licensure requirements;
- Whether the teacher is teaching under a waiver of any certification or licensure requirements;
- Whether the teacher is teaching in the field of discipline of certification; and

- Whether any instructional aids or paraprofessionals provide services to their children and, if so, their qualifications.

## Testing Transparency

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The following assessments are required for all ReGeneration students: NWEA, Interim Assessment (IA) and STEP (K-4)

Parents may request, and the District will provide in a timely manner, information regarding any mandatory assessments.

## Access to Social Networking

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ReGeneration Schools will not request or require a student to provide a password or other related account information to gain access to the student's account or profile on a social networking website. But ReGeneration may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, a student may be required to share content on the social networking site in order to make a factual determination about a potential disciplinary violation.

## Title I Funding

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ReGeneration Schools may pursue funding under Title I, Improving the Academic Achievement of the Disadvantaged, of the Elementary and Secondary Education Act, to supplement instructional services and activities in order to improve the educational opportunities of educationally disadvantaged or deprived children.

All ReGeneration Schools, regardless of whether they receive Title I funds, shall provide services that, taken as a whole, are substantially comparable. Teachers, administrators, and other staff shall be assigned to schools in a manner that ensures equivalency among the campuses. Curriculum materials and instructional supplies shall be provided in a manner that ensures equivalency among the campuses.

ReGeneration Schools maintains programs, activities, and procedures for the engagement of parents/guardians and families of students receiving services, or enrolled in programs, under Title I. These programs, activities, and procedures are described in Appendix C.

## Equal Educational Opportunities

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Equal educational and extracurricular opportunities shall be available for all students without regard to color, race, nationality, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity, status of being homeless, immigration status, actual or potential marital or parental status, including pregnancy. Further, ReGeneration Schools will not knowingly enter into any agreement with any entity or individual that discriminates against students on the basis of any protected status.

## Harassment Prohibited

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ReGeneration Schools does not tolerate harassment, intimidation, or bullying of students. ReGeneration Schools has adopted the Ohio Department of Education Anti-Harassment, Anti-Intimidation Or Anti-Bullying Model Policy, a copy of which is attached as an appendix to this Handbook.

## Grievance Procedure

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Students, parents, employees, and community members should notify ReGeneration Schools if they believe ReGeneration Schools has violated their rights under federal or state law or school policy, including those prohibiting discrimination and harassment. Such complaints should be made with the appropriate Nondiscrimination/Title IX Coordinator:

- For staff: Director of Human Resources, office address, telephone number, and email address
- For students: Dean of Students, office address, telephone number, and email address
- For parents/community members: Director of Operations, office address, telephone number, and email address

Complaints of sexual harassment will be kept confidential to the extent possible given the need to investigate.

After receiving a complaint, the Coordinator or the Coordinator's designee will attempt an informal resolution. If an informal resolution is not possible, the Coordinator will investigate the situation to determine whether a violation of ReGeneration policies has occurred and recommend a resolution. Disciplinary action is one possible consequence of such a violation.

## Surveys

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Third party student surveys and questionnaires are those that are created by a person or entity other than a school official, staff member, or student. The Chief Executive Officer will approve the administration of third party student surveys and questionnaires only when they advance ReGeneration Schools' educational objectives. ReGeneration will provide notice to parents prior to the administration of third party surveys or questionnaires, and parents will, upon their request, be permitted to inspect the survey or questionnaire within a reasonable time of their request.

ReGeneration Schools will obtain prior written parent consent prior to administering any survey by ReGeneration, a student, or third-party that reveals information regarding:

- Political affiliations or beliefs of the student or his/her parent/guardian;
- Mental or psychological problems of a student or his/her family;
- Behavior or attitudes about sex;
- Illegal, anti-social, self-incriminating, or demeaning behavior;
- Critical appraisals of other individuals with whom students have close family relationships;
- Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers;
- Religious practices, affiliations or beliefs of the student or his/her parents/guardians; or
- Income (other than required to determine eligibility for participation in a program or for receiving financial assistance under such program)

Prior to giving consent, parents will be given an opportunity to review the survey upon request. The School will take measures to protect the identification and privacy of Students who participate in a protected survey, which may include limiting access to the completed surveys and results, as allowed by law.

The School shall provide notice to Parents and eligible students at least annually of the specific or approximate dates of the administration of any survey to collect, disclose, or use any student personal information for the purpose of marketing or selling the information. Parents and eligible students shall have the right to inspect the survey or other documents to be used in the collection of any such personal student information and shall have the right to opt their Student out of participation in such activity.

The preceding paragraph does not apply, however, to the collection, disclosure, or use of personal student information for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, Students or educational institutions

The School shall not release or permit access to the directory information of any student to any person or group for use in a profit-making plan or activity.

## Instructional Material

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A student's parent(s)/guardian(s) may inspect, within a reasonable time of a request, any instructional material used as part of their child's educational curriculum.

## Substance Abuse

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Each fall, parents may request a copy of ReGeneration School's complete Substance Abuse policy. In short, any student who is suspected to be under the influence of a controlled substance will be required to have an immediate physical examination and drug test by a physician. If a student's parent cannot arrange an immediate examination, then the school will take the student to the school's physician. A written report of that examination shall be provided to the parent/guardian of the student and the principal within twenty-four (24) hours. The student will also be subject to suspension for up to twenty-four (24) hours while the school determines the results of these tests. If the test results are positive, then the student will have to have an evaluation and assessment done by a drug and alcohol counselor to determine the nature and severity of the problem. The student must then follow the given recommendations and treatment

in order to continue at ReGeneration. Repeated violations may result in expulsion. Selling or use of controlled substances on school property may also result in expulsion.

## Acceptable Use of Technology

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### STUDENT INTERNET AND COMPUTER USE

ReGeneration School's computer network is provided for students to conduct research, complete assignments, and communicate with others. Access to network services is given to students who agree to act in a considerate and responsible manner. Parent permission is required! Access is a privilege—not a right. Access entails responsibility.

Students are responsible for good behavior using any and all technology, just as they are in a classroom or school hallway. Computer network storage (hard drives and personal folders) may be treated like school lockers. Network administrators and teachers may review files and communications to maintain system integrity and ensure that users are using the system responsibly.

The following misuses of the computer system are not permitted:

- Sending and/or displaying hateful or pornographic messages or pictures
- Using abusive, threatening or inappropriate language
- Harassing, insulting or attacking others
- Engaging in or promoting violence
- Engaging in racial, gender, or other slurs
- Receiving or transmitting information pertaining to weapons, such as bombs, automatic weapons, illicit firearms or explosive devices
- Damaging technology equipment (computer systems, computer networks, TVs, VCRs, digital cameras, scanners, etc.)
- Violating copyright laws (copying internet or other materials without permission)
- Using others' passwords
- Trespassing in other students and/or teachers' folders, work, or files
- Intentionally wasting limited resources
- Employing the computer network for commercial purposes
- Transmitting personal information without written parental consent
- Accessing areas considered borderline without written parental consent
- Hacking (attempt to gain unauthorized access to files, folders, and/or other systems)
- Any use of the systems that violates the School's anti-bullying policy will be dealt with according to that policy

All student internet usage is monitored and managed with our electronic monitoring systems. Violations will result in loss of computer use as well as other disciplinary or legal action.

### ELECTRONIC DEVICES IN SCHOOL

At ReGeneration, students should not have recreational electronic devices in school. This includes games (*Gameboys, PSPs, etc.*), Ipods, and pagers. None of these devices are needed and often represent a distraction from successful academics and a serious atmosphere. In addition, these are items that cause conflict and lead to grief when lost or stolen. While ReGeneration obviously strives to prevent theft of any item, the school will not spend extra energy tracking down electronic devices that should not be in school in the first place. In the event that a student disobeys this rule and uses a prohibited electronic device in school, a staff member will confiscate it. The device will be kept until the parent comes in to retrieve it, and the student may be suspended.

### CELL PHONE USE

In the interest of student safety during commuting, students are permitted to bring cell phones to school. Cell phones must be labeled with the student's name and homeroom. They will be collected each morning by an adult, locked up and passed back to students at the end of the day. With a teacher's permission, students are permitted to make phone calls after school or receive text messages from their parents to coordinate their ride home. Students are not permitted to use cell phones for any other purpose during this time. Any student who violates the cell

phone rule will have their phone confiscated until a parent comes to retrieve it. Egregious or repeated violations of the cell phone rule may result in suspension.

## Other Rules

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ReGeneration Schools retains the right to establish additional rules and impose consequences not specifically listed here when the administration, in its reasonable discretion, believes them to be appropriate in specific situations.

## ReGeneration Schools Wellness Policy

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ReGeneration Schools is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity. Therefore, it is the policy of ReGeneration Schools that:

- The school will engage students, parents, teachers, food service professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing school-wide nutrition and physical activity policies.
- All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis.
- Foods and beverages sold or served at school will meet at a minimum, the nutrition recommendations of the *U.S. Dietary Guidelines for Americans*.
- Qualified child nutrition professionals will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; will accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.
- To the maximum extent practicable, all campuses in our school will participate in available federal school meal programs including the School Breakfast Program, the National School Lunch Program, the After School Snack Program and the CACFP At Risk Supper Program at various sites.
- The school will provide nutrition education and physical education to foster lifelong habits of healthy eating and physical activity and will establish linkages between health education and school meal programs, and with related community services.

### TO ACHIEVE THESE POLICY GOALS:

#### I. Wellness Advisory Council

ReGeneration Schools will create, strengthen, or work within existing school health councils to develop, implement, monitor, review, and, as necessary, revise school nutrition and physical activity policies. The councils also will serve as resources to school sites for implementing those policies. The council will consist of students, staff and parents.

The Food Service Director will convene the advisory council at least 3 times per year and will facilitate development of and updates to the wellness policy, and will ensure each school's compliance with the policy.

ReGeneration School will retain records to document compliance with the requirements of the wellness policy at the network office.

At least once every three years, ReGeneration School will evaluate compliance with the wellness policy to assess the implementation of the policy. ReGeneration School will update or modify the wellness policy based on the results of the annual progress reports and triennial assessments, and/or as ReGeneration School priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. **The wellness policy will be assessed and updated as indicated at least every three years, following the triennial assessment.**

## II. Nutritional Quality of Foods and Beverages Sold and Served on Campus

### School Meals

ReGeneration School is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; moderate in sodium, low in saturated fat, and zero grams *trans* fat per serving (nutrition label or manufacturer's specification); and to meet the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs.

All schools within ReGeneration School participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and any additional programs the individual schools may elect.

### Meal Times and Scheduling

- will aim to provide students with at least fifteen (15) minutes to eat for breakfast and twenty (20) minutes for lunch.
- will aim to schedule meal periods at appropriate times.
- when feasible, will schedule lunch periods to follow recess periods
- will provide students access to hand washing or hand sanitizing before they eat meals or snacks; and
- will make drinking water available where school meals are served during mealtimes. In addition, students will be allowed to bring and carry (approved) water bottles filled with only water with them throughout the day.

**Qualifications of School Food Service Staff.** ReGeneration School will hire a Food Service Management Company to administer the school meal programs. As part of the food service management company's responsibility to operate a food service program, they will provide continuing professional development for all nutrition professionals in school. Staff development programs should include appropriate certification and/or training programs for child nutrition directors, school nutrition managers, and cafeteria workers, according to their levels of responsibility.

**Sharing of Foods and Beverages.** The School will discourage students from sharing their foods or beverages with one another during meal or snack times, given concerns about allergies and other restrictions on some children's diets.

### Competitive Foods and Beverages

All a la carte items will meet or exceed the USDA Smart Snack requirements.

### Celebrations and Rewards

All foods offered on the school campus will meet or exceed the USDA Smart Snacks in School nutrition standards. -

Schools are encouraged to share successful healthy celebrations/activities through social media or school newsletters. A healthy celebrations list is provided for all campuses to share with their families.

## III. Nutrition and Physical Activity Promotion and Food Marketing

**Nutrition Education and Promotion.** ReGeneration School aims to teach, encourage, and support healthy eating by students. The School will provide nutrition education and engage in nutrition promotion that:

- is offered at each grade level as part of a sequential, comprehensive, standards-based program designed to provide students with the knowledge and skills necessary to promote and protect their health;
- includes enjoyable, developmentally-appropriate, culturally-relevant, participatory activities;

- promotes fruits, vegetables, whole grain products, low-fat and fat-free dairy products, healthy food preparation methods, and health-enhancing nutrition practices;
- emphasizes caloric balance between food intake and energy expenditure (physical activity/exercise);
- links with school meal programs;

Communications with Parents. The school will support parents’ efforts to provide a healthy diet and daily physical activity for their children. The School will encourage parents to pack healthy lunches and snacks and to refrain from including beverages and foods that do not meet the above nutrition standards for individual foods and beverages.

#### **IV. Physical Activity Opportunities and Physical Education**

ReGeneration School will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits, as well as incorporate essential health education concepts.

All students will be provided equal opportunity to participate in physical education classes. ReGeneration School will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

Physical Activity and Punishment. Teachers and other school and community personnel will not use physical activity (e.g., running laps, pushups) or withhold opportunities for physical activity (e.g., recess, physical education) as punishment.

Nondiscrimination Statement In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: How to File a Complaint, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1. mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410
2. fax: (202) 690-7442
3. email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.



# ReGeneration School Discipline Code

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Please note that the ReGeneration Bond Hill's Code of Student Conduct will be equitably applied without regard to race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a disability status or by any other distinguishing characteristics. All students are afforded records and privacy protections pursuant to Federal and State laws and regulations.

The ReGeneration Bond Hill Code of Student Conduct applies to school grounds, school- sponsored events, and school buses.

The School recognizes that it may be necessary to suspend, remove, or otherwise discipline students with disabilities to address disruptive or problem behavior. The School also recognizes that students with disabilities have rights to certain procedural protections whenever school authorities intend to impose discipline upon them. The School is committed to ensuring that the procedures followed for suspending, removing or otherwise disciplining students with disabilities are consistent with the procedural safeguards required by applicable laws and regulations.

## EXPECTATIONS

### Core Values

Core values are at the heart of ReGeneration Bond Hill's community and represent the cornerstones of the school's Code of Conduct. It is expected that all students will try to live by the values outlined in the School Culture section of this manual.

ReGeneration School expects all students to conduct themselves in a socially responsible manner. Disciplinary measures are used to maintain a safe and orderly school environment, which promotes ReGeneration School's philosophy of providing a college preparatory education for all students.

### Introduction

At ReGeneration Schools Bond Hill, our goal is to provide a safe, rigorous, joyful, and culturally responsive learning environment where all students can thrive. Our student discipline policy must be restorative, providing opportunities for students to pause and reflect, recognize the impact their behaviors have on the community, and commit to repairing any harm through positive future actions. Student disruptions may lead to disciplinary action, such as in-school and out-of-school suspensions. These decisions are made with the utmost consideration for the social and emotional wellbeing of all students. This is the basis of our student Code of Conduct.

The Code of Conduct applies to school grounds, school sponsored events, and school buses. It will be equitably applied without regard to race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or sensory disability or by any other legally protected distinguishing characteristics. The School reserves the right to amend, supplement, or rescind provisions of this Code of Conduct at any time as it deems appropriate, in its sole and absolute discretion, consistent with applicable law and regulations.

### Disciplinary Procedures

The School believes in the importance of setting forth clear behavioral expectations to ensure a safe, equitable, respectful, and supportive environment for every student. These expectations are outlined in the Code of Conduct, and it is the collective responsibility of students, staff, and families to uphold these expectations. The School has put in place systems to reinforce positive behavior and academic success. When student behaviors

negatively impact the school environment, behavior interventions and supports will be used to remediate problem behaviors, enabling students to learn from their mistakes and be accountable for their misconduct.

The following disciplinary procedures apply to behaviors that occur on school grounds, at school-sponsored events, or on school buses. Additionally, students may be disciplined for behavior that occurs off of school grounds if it jeopardizes the safety or well-being of other students, teachers or school property or when such behavior can reasonably be expected to impact the educational process and/or create a risk of substantial disruption within the School environment.

- **Consequences**

There are a series of consequences that the school uses to ensure that the school environment is safe, equitable, respectful, and supportive. In administering consequences, school personnel will take into account such factors as (i) the type and severity of the conduct; (ii) the harm or potential harm of the conduct (including the disruption of educational processes, physical harm or Emotional Harm to others, damage to property, *etc.*); (iii) the student's prior disciplinary and academic record; (iv) the student's age; (v) deterrence; (vi) the student's honesty and cooperation when confronted with the violation; and (vii) the future protection of persons and property.

The School reserves the right, in its sole discretion, to amend or discontinue any of the policies, procedures, practices or general descriptions set forth in this policy, including to take immediate action when required, and to create alternatives to disciplinary protocols when in the best interests of our students, staff members and/or the School.

The following is a non-exhaustive list of possible consequences that may be issued to a student who is determined to have broken the School's Code of Conduct:

- 1) Oral or non-verbal warning
- 2) Written warning
- 3) Loss of school privileges
- 4) Written notification to family/guardian
- 5) Conference with families/guardian(s)
- 6) Confiscation of property
- 7) After-school detention
- 8) Suspension, exclusion and/or removal from a particular class or School Function
- 9) Suspension or revocation of School privileges related to the violation (e.g., revocation of computer uses privileges);
- 10) Suspension from transportation
- 11) Suspension from social, athletic, after-school, field trip, extracurricular, or other School Functions
- 12) In-school suspension
- 13) Short-term suspension (ten days or less) from school
- 14) Long-term suspension (more than ten days) from school\*
- 15) Expulsion from school\*

\* Certain violations, such as bringing a firearm to School, may legally require suspension for a certain time and require reporting to law enforcement agencies.

Students may be subject to disciplinary actions, up to and including suspension and/or expulsion from school, for:

- ✓ Open defiance of the Code of Conduct that threatens safety
- ✓ Skipping class or truancy
- ✓ Skipping detention or tutorial
- ✓ Excessive disrespect of staff, teachers, peers, or other adults that significantly disrupt the classroom or school community
- ✓ Attempted or actual theft, loss, or destruction of personal or School property
- ✓ Mistreatment or Inappropriate Use of Technology
- ✓ Inappropriately using a cell phone in school
- ✓ Presence on school property or at a school function without permission of a staff member.
- ✓ Blocking Access to any Part of the School Building:
- ✓ Trespassing.
- ✓ Possession of Inappropriate or Prohibited Property/Material.
- ✓ Academic integrity violations
- ✓ Profane Language or Gestures.
- ✓ Physical contact, fighting or physical assault of another student
- ✓ Physical harm or assault of a teacher, staff member, or other adult at school
- ✓ Harassment or violent threats, including cyber bullying of any kind and/or creating images or videos of another student in a manner intended to harass or exacerbate an incident of harassment
- ✓ Gang recruitment and/or expression of gang membership through symbols, jewelry, insignia, etc.
- ✓ Possession of a weapon
- ✓ Arrest for criminal activity
- ✓ Possessing, using, or dispensing controlled dangerous substances without legal authority, alcohol, tobacco or nicotine products, or illegal substances (Any illegal substances will also be reported to the police, as required by law.)
- ✓ Engaging in sexual activity or inappropriate touching
- ✓ Harassment, Discrimination, Bullying, and Hazing.
- ✓ Gambling
- ✓ Open Flame/Arson.
- ✓ Setting Off a False Alarm or Making a Threat
- ✓ Other actions deemed suspendable offenses by a School Leader

#### ● **Conduct Off of School Grounds**

A student may be subject to appropriate discipline for a violation of this Code of Conduct which occurs off school grounds if the school determines that the violation jeopardizes the physical or emotional safety, security, and well-being of the student, any other student, staff or school grounds, and/or materially and substantially interferes with the orderly operation of the school and a positive school environment.

#### ● **Long-Term Suspensions and Expulsions For Serious Offenses**

In order to maintain a safe learning environment, there will be zero tolerance for weapons at school. Students who violate this Code of Conduct shall be immediately removed from school and disciplined as appropriate. This includes but is not limited to any of the following offenses:

- Conviction or adjudication of delinquency for possession of a deadly weapon, or for committing a crime while in possession of a deadly weapon, on any school grounds, on a school bus or at a school-sponsored function.
- Possession of a firearm on any school grounds, on a school bus or at any school-sponsored function
- Assault with or without a weapon upon a student, teacher, administrator, other employee, or board member on any school grounds, on a school bus or at any school-sponsored function.

This policy will be interpreted as broadly as necessary to ensure a safe environment for our students and staff.

- **Seclusion and Restraint**

As part of our emergency procedures, physical restraint is permitted in limited circumstances where a student is in imminent risk of injury to themselves or others and the student is not responsive to less intensive behavioral interventions, including verbal directives or other de-escalation techniques. No student will be placed in seclusion and/or restrained by school staff as a form of discipline or punishment. As soon as possible, during or after any such use of restraint and/or seclusion, family member(s) or guardian(s) will be informed when any of these actions have occurred and will be provided with an account of the incident, including the circumstances that led to the use of seclusion and/or restraint. Additionally, situations where there is the potential for significant harm may be reported to crisis services for additional support.

### **Procedures For Certain Types of Discipline**

- **Short Term In-School Suspension or Short-Term Suspension from School (ten days or less)**

When the Principal and/or Director of Operations or their designee (referred to as the “Suspending Authority”), such as a Dean of Students, determines that a student should be assigned in-school suspension or should be suspended on a short-term basis for ten days or less, the Suspending Authority will provide notice (by telephone or in writing) of such suspension decision to, in the first instance, the student in terms of the student infractions and allow the student an opportunity to give the student’s side of the story, and then to the student’s family or guardian, and afford the family or guardian an opportunity for an informal conference.

The student also may be removed from class and/or School immediately if, in the sole discretion of the suspending authority, it is determined that the student’s presence in class or School poses a continuing danger to persons or property or risks disruption of the academic process. Proper authorities will be notified if students who are suspended out of School return to school during a period of suspension.

The purpose of the informal conference, if the family or guardian chooses one, is to discuss with the family or guardian the circumstances that led to the suspension decision and to explore proactive steps to ensure the student’s misconduct that led to the suspension does not reoccur. The informal conference may be held in person or by telephone. Any written notice and informal conference shall be in the dominant language or mode of communication used by the family or guardian(s). The opportunity for an informal conference shall take place as soon as possible after the suspension as is reasonably practicable. If family member(s)/guardian(s) choose to contest the suspension decision, they may file a written appeal to the Board of Trustees via the Principal and/or Director of Operations within five business days of the date of the Suspending Authority’s decision, or if an informal conference has been held, within five days of such informal conference. The suspension will take place while such a challenge is made. The appeal to the Board will be handled by the Board’s designee, currently the School’s Associate Chief Operating Officer from Uncommon Schools. If the Board’s designee upholds the challenge to the suspension, any portion of the suspension already served will be expunged from the student’s records and any portion of the suspension not yet served will be nullified and cancelled. The Board’s designee will promptly communicate his or her decision in writing to the family member(s)/guardian(s).

- **Long Term In-School Suspension, Long Term Suspension from School (more than ten days) and Expulsion**

When the Instructional Leader and/or Operations Leader or their designee determines that a suspension for more than ten days or expulsion may be warranted, the student may be removed from class and/or school immediately if the student's presence in school poses a continuing danger to persons or property or is an ongoing threat of disruption to the academic process. The Instructional Leader and/or Operations Leader or their designee shall give reasonable written notice to the student and the student's family member(s)/guardian(s) of the charges against the student, the proposed penalty and the right to a fair hearing within ten days unless the family member(s) or guardian(s) consent to an adjournment. Where possible, notification also shall be provided by telephone if the school has been provided with a contact telephone number for a family member(s) or guardian(s). The notification provided shall be in the dominant language used by a family member(s) or guardian(s). The student, a family member(s) or guardian(s) shall also have an opportunity to tell the student's side of the story. A short-term suspension will be imposed until the hearing on the long-term suspension or expulsion. Every effort will be made to ensure that the hearing is held as soon as practicable in order to limit the amount of time the student spends outside the classroom, but not so soon as to prevent the family/guardian from seeking counsel and making arrangements to attend the hearing.

At the hearing, the student shall have the right to be represented by counsel or advocate (at the student's/family's expense), the right to question witnesses against their, confront evidence against their and the right to present witnesses and other evidence on his/her behalf. The Board's designee, currently the School's Associate Chief Operating Officer from Uncommon Schools, shall personally serve as hearing officer or may, in his/her discretion, designate a hearing officer to conduct the hearing. The hearing officer shall be authorized to administer oaths and make determinations on evidentiary issues. A record of the hearing shall be maintained, but no stenographic transcript shall be required. An audio recording shall be deemed a satisfactory record. The hearing officer shall make written findings of fact and recommendations as to the appropriate measure of discipline. The report of the hearing officer will be final, and the Board's designee may accept all or any part within three days. A written statement will be provided to the student and family member(s) and guardian(s) stating the decision. This statement will also be placed in the student's permanent record.

If a family member(s)/guardian(s) fail to attend the hearing and fail to notify a school official of the need to reschedule the hearing prior to its start, or if the student withdraws from the School prior to occurrence of the hearing, the School may conduct the hearing in a family member(s)/guardian(s)' absence. In such an event, the School shall notify a family member(s)/guardian(s) in writing of the School's determination, the student's placement (if applicable) and their appeal rights, if any.

In the event a student is expelled from the School, they are not eligible to transfer to or enroll in any other charter school operated by the School's education corporation, ReGeneration Schools.

- **Alternative Instruction**

For any suspension (in-school or out of school) of one day or more, or any suspension of less than one day when the student has not yet received 60 minutes of instruction in grades K-6 or 120 minutes of instruction in grades 7-12, student has a right to live alternative instruction by qualified staff of at least 60 minutes (grades K-6) or 120 minutes (grades 7-12). The character of the instruction shall be such that the student receives all homework, takes all tests and quizzes and is able to keep pace with the student's class toward promotion in grade or graduation. The instruction shall be provided as soon as feasible after the suspension. The School may provide alternative instruction in-school or out-of-school at the School's discretion. If the student does

not attend alternative instruction, the student shall be marked absent. If the School does not offer alternative instruction the student may not be recorded as absent.

In the case of an expulsion, alternative instruction will be provided for a reasonable period of time or until the student is enrolled at another accredited school, or otherwise participating in an accredited program to the extent the provision of such services is required by law. If the expulsion is in close proximity with the end of the school year, then the School will provide alternative instruction until the end of the school year.

- **Off-Site Learning Program for In-School Suspension or Suspension from School (high school only)**

Students suspended by the Instructional Leader and/or Operations Leader or their designee may be required to report to an Off-Site Learning Program (OSLP) located outside the School to serve the suspension and receive alternate instruction. In such cases, the Instructional Leader and/or Operations Leader or their designee shall give reasonable notice to the student and the student's families(s)/ guardian(s).

Students who have lost the privilege of being in class with their peers may be required to report to the OSLP to serve their consequence. Failure to report to the designated location in a timely manner will result in an absence, and students will need to report to the OSLP for an additional day to make-up the absence. Students suspended to OSLP will not be allowed to return to their primary high school until they have fully served their suspension at OSLP.

- **Gun Free Schools Act**

Federal law (20 USC §7961) requires suspension from school for a period of not less than one year for a student who the School determines to have brought a firearm to school, or to have possessed a firearm at school, except that the School's Chief Operating Officer from Uncommon Schools may modify in writing such suspension requirement for a student on a case-by-case basis with the consent of the Board of Trustees. "Firearm" as used in this law means a "firearm," or "destructive device" as defined by 18 USC § 921(a), and includes firearms and explosives.

The School may also permanently expel a student for bringing a firearm to school.

It is the policy of the School that in the event a student brings a firearm to school or possesses one at school, the Associate Chief Operating Officer will refer the student to local law enforcement or other presentment agency as a juvenile delinquent.

The provisions of the Gun Free Schools Act shall be construed in a manner consistent with the Individuals with Disabilities Education Act. Therefore, the CSE will be consulted, even after a manifestation determination that the student's behavior was not a manifestation of the student's disability, regarding placement and services for such student.

- **Bullying**

Bullying is strictly prohibited on school property and at any school function, as well as any other place or time when the effects of such conduct would reasonably be expected to impact the educational process or create a risk disruption within the School environment.

"Bullying" for the purpose of this policy is defined as harassment, aggressive behavior or other intentional action, whether verbal or physical, which is intended, or could reasonably be expected, to cause Emotional Harm, distress, fear, ridicule, humiliation and/or intimidation. Bullying can be face-to-face, or carried out by phone, over the internet and other ways directed at another person through the "posting" of sensitive and/or

private information, including Cyberbullying: “Cyberbullying” means Bullying through any form of electronic communication, such as email, text, and social media (e.g., Facebook, Twitter, Snapchat, and Instagram). Bullying can take many forms, such as slurs, jokes, innuendos, demeaning comments, cartoons, pranks, gestures, and physical attacks. (“Intentional action” refers to the individual’s choice to engage in the act rather than the ultimate impact of the action(s).)

This policy includes Bullying of students (by other students, employees, volunteers and visitors) and by students (of employees, volunteers and visitors).

Bullying by students will result in discipline, up to and including expulsion. Bullying by employees will result in disciplinary action, up to and including termination of employment.

- **Harassment and Discrimination**

All students are entitled to a learning environment free from harassment and Discrimination. No student or employee shall be subjected to discrimination or harassment by other students, Employees or visitors on the basis of physical, cultural or even social differences, including, without limitation based on his or her actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, sex, gender identity, or gender. “Harassment” includes any action (verbal or physical) which tends to create a hostile environment (including Bullying and Cyberbullying) and has substantially interfered with a student’s educational opportunities or benefits or the terms and conditions of an employee’s employment, reasonably causes a student or employee to fear for his or her physical safety, or reasonably poses a risk to a student’s or employee’s physical or emotional well-being. Just like Bullying, Harassment that occurs off School Property is prohibited when the effects of such conduct would reasonably be expected to impact the educational process or create risk of disruption within the School environment.

Harassment by students will result in discipline, up to and including expulsion. Harassment by employees will result in disciplinary action, up to and including termination of employment.

Uncommon values and embraces its inclusive and diverse school communities and strives to provide a welcoming, safe and supportive environment for all students and families regardless of their race, color, ethnicity, religion, gender, disability, sexual orientation and gender identity. If a student or his or her family would like to explore a particular accommodation based upon cultural or religious practices, or due to one’s disability, sexual orientation, or gender identity, the student or the student’s families or guardian should contact a School Leader or adult the student feels comfortable with to schedule a meeting to discuss a plan to address the student’s particular circumstances and needs.

- **Reporting and Investigation of Complaints**

Any staff member who witnesses, receives an oral or written account of, or otherwise reasonably suspects the occurrence of, any act constituting Harassment, Discrimination or Bullying *must* promptly notify the School Leader or superintendent of such occurrence as soon as reasonably practicable, but no later than one school day of witnessing or receiving a report of Harassment, Discrimination or Bullying. Such staff member is required to file a written report with the School Leader or superintendent no later than two school days after such oral report or notification. Reporting forms shall be made available in the school’s main office.

All students, families/guardians, visitors and others are *strongly encouraged* to report any such conduct. Retaliation or reprisal by any staff member, student or family/guardian against any individual who, in good faith, reports or assists in the investigation of Harassment, Discrimination or Bullying is strictly prohibited (and, for students and staff members, will result in severe discipline). All complaints will be treated in a

confidential manner. Please note that anonymous reports may limit the School's ability to effectively and efficiently respond to the complaint.

The Principal, Assistant Superintendent, or Associate Chief Operating Officer will lead or supervise the prompt and thorough investigation of all such reports. If such investigation results in a finding of a violation of the School's anti-Harassment/Discrimination/Bullying policies, the School will take prompt action, reasonably calculated to end the Harassment/Discrimination or Bullying, eliminate any hostile environment, prevent recurrence of the behavior, and ensure the safety and educational opportunities of the student(s) or staff member(s) against whom such behavior was directed.

The School reserves the right to notify an appropriate law enforcement agency when it is believed that any Harassment/Discrimination/Bullying constitutes criminal conduct.

Material incidents of discrimination and harassment will be reported to the State Education Department as required by law.

### **Substance Abuse Policy**

The School has a vital interest in maintaining a safe and healthy environment for all of its students. The use of illegal drugs poses serious health and safety risks to the user, those associated with the user, and potentially to the public.

In support of these values, the School may require any student in grades 5-12 to be drug tested in cases where the School has a reasonable suspicion (as defined under federal and state law) that the student is currently under the influence of dangerous drugs (as defined under state law, see Public Health Law § 3306) while on school property, or at a school function.

The term "under the influence" means that the student is observed using a prohibited substance or exhibits physical and/or behavioral characteristics that may indicate the recent use of a substance.

- **Purpose:**

The purposes of the Drug Testing Policy are to:

1. Prevent injury, illness, and harm resulting from the illegal use of controlled substances;
2. Help enforce a drug-free educational environment;
3. Deter students from illegally using controlled substances; and
4. Educate students regarding the harm caused by the illegal use of controlled substances.

- **Procedures Prior to Testing:**

If the School has reasonable suspicion that a student possesses or is under the influence of an illegal controlled substance, the School will question the student regarding its suspicion. If, after questioning the student, the School continues to have reasonable suspicion that the student possesses or is under the influence of an illegal controlled substance, the School will conduct a pat-down of the outside of the student's pockets and/or backpack. If, during the pat-down, the School feels anything suspicious, the School will conduct a search of the student's pockets and/or backpack.

- **Testing:**

If, following a pat-down and/or search of the student's pockets and/or backpack the School continues to have reasonable suspicion that a student is under the influence of an illegal controlled substance, after making best efforts to inform the student's family or guardian, the School may administer a drug test on the student in the

School's sole discretion. This drug test will include the supervised taking of a urine sample, which will be screened for dangerous drugs by a third-party laboratory in accordance with state standards.

- **Refusal to Test:**

A student who refuses to submit to drug testing in a case of reasonable suspicion shall be deemed to have a positive test result and shall be subject to the appropriate consequences, if any, unless the student objects to the School's Drug Testing Policy because of his or her genuine and sincere religious beliefs. Any student who objects to the School's Drug Testing Policy because of his or her genuine and sincere religious beliefs must notify the School's Principal of his or her objection.

- **Reporting of Positive Drug Test Results:**

School administrators will be responsible for reporting test results to students and their families. If the test result indicates that the student is using illegal drugs, the School must report such information to the student's family or guardian. The School will also provide the student and the student's family or guardian with a list of available programs and facilities to combat dangerous drug usage. Positive test results will not be used for law enforcement purposes, but students found to be in violation of the drug policy will face consequences under the School's Code of Conduct.

- **Confidentiality:**

Except as this policy specifically states, all test results will be kept strictly confidential. Any drug test records, or results shall be maintained separate and apart from the student's other educational records and shall be destroyed upon such student's graduation or final severance from the School.

### **Discipline of Students with Special Needs**

In addition to the discipline procedures applicable to all students, the following procedures are applicable to students with disabilities. If a student is not specifically identified as having a disability but the School, prior to the behavior which is the subject of the disciplinary action, has a basis of knowledge—in accordance with 34 CFR 300.534—that a disability exists, the student may request to be disciplined in accordance with these provisions. The School shall comply with sections 300.530-300.536 of the Code of Federal Regulations and the following procedures, except that in the event that the following procedures are inconsistent with federal law and regulations, such federal law and regulations shall govern.

The School shall maintain written records of all suspensions and expulsions of students with a disability including the name of the student, a description of the behavior engaged in, the disciplinary action taken, and a record of the number of days a student has been suspended or removed for disciplinary reasons.

If a student identified as having a disability is suspended during the course of the school year for a total of eight (8) days, such student will immediately be referred to the CSE of the student's district of residence for reconsideration of the student's educational placement. Such a student shall not be suspended for a total of more than ten (10) days during the school year without the specific involvement of the CSE of the student's district of residence prior to the eleventh day of suspension, because such suspensions may be considered to be a change in placement.

In considering the placement of students referred because of disciplinary problems, the CSE of the student's district of residence is expected to follow its ordinary policies with respect to family notification and involvement.

- **Due Process**

If discipline which would constitute a change in placement is contemplated for any student with an IEP, the following steps shall be taken: (1) not later than the date on which the decision to take such action is made, the family member(s) or guardian(s) of the student with a disability shall be notified by the school of that decision and provided the procedural safeguards notice described in 34 CFR §300.504; and (2) the CSE of the student's district of residence and other qualified personnel shall meet and review the relationship between the child's disability and the behavior subject to the disciplinary action (subject to CSE's availability).

If, upon CSE review, it is determined that the child's behavior was not a manifestation of his or her disability, then the child may be disciplined in the same manner as a child without a disability, except as provided in 34 CFR §300.530(d), which relates to the provision of services to students with disabilities during periods of removal.

Family member(s) or guardian(s) may request a hearing to challenge the manifestation determination. Except as provided below, the child will remain in his or her current educational placement pending the determination of the hearing.

If a family or guardian requests a hearing or an appeal to challenge the interim alternative educational setting or the manifestation determination resulting from a disciplinary action relating to weapons or drugs, the child shall remain in the interim alternative educational setting pending the decision of the hearing officer or until the expiration of the time period provided for in the disciplinary action, whichever occurs first, unless a family member or guardian and School agree otherwise.

- **Provision of Services During Removal**

Those students with special needs removed for a period of fewer than ten days will receive all classroom assignments and a schedule to complete such assignments during the time of their suspension. Provisions will be made to permit a suspended student to make up assignments or tests missed as a result of such suspension. The school also shall provide additional alternative instruction within the ten (10) days and by appropriate means to assist the student, so that the student is given full opportunity to complete assignments and master curriculum, including additional instructions, phone assistance, computer instruction and/or home visits and one-on-one tutoring.

During any subsequent removal that, combined with previous removals equals ten (10) or more school days during the School year, but does not constitute a change in placement, services must be provided to the extent determined necessary to enable the child to appropriately progress in the general curriculum and in achieving the goals of his or her IEP. In these cases, school personnel, in consultation with the child's special education teacher, shall make the service determination.

During any removal to an interim alternative educational setting not to exceed 45 days for weapon, drug or infliction of serious bodily injury-related offenses pursuant to 34 CFR §300.530(g) services will be provided to the extent necessary to enable the child to appropriately progress in the general curriculum and in achieving the goals of his or her IEP. These service determinations will be made by the CSE of the student's district of residence. The School will, in consultation with the CSE, place students in interim alternative educational settings as appropriate per 34 CFR §300.520(g). The student should receive, as appropriate, a functional behavioral assessment, and behavioral intervention services and modifications that are designed to address the behavior violation so that it does not recur.

During any subsequent removal that does constitute a change in placement, but where the behavior is not a manifestation of the disability, the services must be provided to the extent necessary to enable the student to appropriately progress in the general curriculum and in achieving the goals of his or her IEP. The CSE of the student's district of residence will make the service determination. The student should receive, as appropriate,

a functional behavioral assessment, and behavioral intervention services and modifications that are designed to address the behavior violation so that it does not recur.

- **Compliance with the Child Find Requirements of IDEA**

The School will comply with the federal Child Find requirements (34 CFR §300.111), which require schools to have in place a process for identifying, locating and evaluating students with disabilities. Students enrolling for the first time in a New Jersey public school will be screened by a team of teachers (including both regular and special education teachers) to identify any possible indication that the child may need a specialized or Individualized Education Program, or referral to the CSE of the student's district of residence. Other students will be brought to the attention of the team if they are demonstrating any problems within the regular classroom environment. Strategies will then be implemented to address any identified special needs of the student. Should the problems persist, and a disability is suspected, the student will be referred to the CSE of the student's district of residence for an evaluation.

### **Student Interviews and Searches**

- **Student Interviews**

School staff may question or interview students and/or take statements from students regarding violations or potential violations of the Code of Conduct without the consent or presence of families or legal guardians unless otherwise required by law.

- **Searches of Property**

Students have no reasonable expectation of privacy rights in school lockers, cubbies, desks, or other school storage places. The School exercises overriding control over such school property, which may be opened and subjected to inspection at any time by school officials.

- **Searches of the Person**

The School authorizes the Instructional Leader and/or Operations Leader or their designee to conduct searches of students and their belongings if the authorized school official has reasonable suspicion to believe that the search will result in evidence that the student violated the law or the School's Code of Conduct or otherwise constituted a threat to the health, safety, welfare, or morals of the School, other students, school personnel, or any other person lawfully on school property or attending a School Function. An authorized school official, with minimal suspicion, may also conduct a search of a student's belongings that is minimally intrusive, such as touching the outside of a book bag for a security check so long as the school official has a legitimate reason for the very limited search, including investigative purposes.

An authorized school official may search a student or the student's belongings based upon information received from an informant who is deemed reliable, in the official's sole discretion. Individuals, other than the School's staff members, will be considered reliable informants if they have previously supplied information that was accurate and verified, they make an admission against their own interest, they provide the same information that is received independently from other sources, or they appear to be credible and the information they are communicating relates to an immediate threat to safety. School staff members will be considered reliable informants unless they have knowingly supplied information in the past that was not accurate.

Before searching a student or the student's belongings, the authorized school official should seek an admission from the student that they possess physical evidence that they violated the law or the school code or request the student to voluntarily consent to the search. Searches will be limited in scope to that which is necessary to locate the evidence sought.

Whenever practicable, searches will be conducted in the privacy of administrative offices with more than one witness present, and students will be present when their possessions are being searched.

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# Appendix A: ReGeneration School Anti-Bullying Policy

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## Purpose

A safe and civil school environment is necessary for students to learn and achieve. ReGeneration School promotes a safe and secure learning environment for all students and takes allegations and reports of bullying very seriously. If you suspect your child is being bullied, please contact an administrator or your child's teacher. The sooner the school knows, the sooner the school can intervene and work to improve the situation.

Bullying can cause physical, psychological, and emotional harm to students and can interfere with their ability to learn and participate in school activities. The ReGeneration School governance board, in conjunction with all ReGeneration School campus staff, endeavor to provide a non-threatening and non-violent environment for all students.

The definitions for 'bullying' and 'cyber-bullying' are found on page 2 in this document.

The bullying of one student by another student on school property, in school vehicles, at designated school bus stops, at school related functions or activities, or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology or devices of a local school system is prohibited.

ReGeneration School and School Leadership asks every ReGeneration School student, with the support of his/her parent(s), guardian(s) and the adults at school, to commit to the following principles, which will apply to everyone on school property and at school-related activities:

- I will not bully others.
- I will try to help anyone I suspect is being bullied.
- I will work to include students who are left out.
- If someone is being bullied, I will tell an adult at school and an adult at home.

## Scope:

Bullying is contrary to the policies of ReGeneration School and Ohio law. This policy protects ReGeneration School students against bullying and harassment on the basis of actual or perceived race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental disability, military status, sexual orientation, gender-related identity or expression, unfavorable discharge from military service, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic. The ReGeneration School Board recognizes the particular vulnerability of students with actual or perceived disabilities and those who identify as or are perceived to be lesbian, gay, bisexual or transgender. Nothing in this policy is intended to infringe upon any expression protected by the First Amendment to the United States Constitution or Article 1 of the Ohio Constitution.

Bullying is prohibited:

- (1) during any school-sponsored or school-sanctioned program or activity;
- (2) in school, on school property, on school buses or other Board-provided transportation, and to and from school while in school uniforms.
- (3) through the transmission of information from a ReGeneration School computer or computer network, or other electronic school equipment;
- (4) when communicated through any electronic technology or personal electronic device while on school property, on school buses or other ReGeneration School provided transportation, at bus stops, and at school-sponsored or school-sanctioned events or activities;
- (5) when it is conveyed that a threat will be carried out in a school setting, including threats made outside school hours with intent to carry them out during any school-related or sponsored program or activity or on Board-provided transportation; when it is a ReGeneration School Student Code of Conduct (SCC) Category II behavior that occurs off campus but seriously disrupts any student's education.

## Definitions

"Bullying" means any severe or pervasive (repeated over time) physical or verbal actor conduct, including communications made in writing or electronically, directed toward a student or students, that has or can be reasonably predicted to have one or more of the following effects:

- (1) placing the student in reasonable fear of harm to the student's person or property;
- (2) causing a substantially detrimental effect on the student's physical or mental health;
- (3) substantially interfering with the student's academic performance; or
- (4) substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

Bullying may take various forms, including without limitation, one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

Bullying behaviors may also qualify as other inappropriate behaviors listed in the ReGeneration School Student Code of Conduct. When deciding whether inappropriate behavior constitutes bullying, administrators should consider the student's intent, the frequency or recurrence of the inappropriate behavior, and whether there are power imbalances between the students involved. While bullying is often characterized by repeated acts, sometimes a single incident constitutes bullying depending on the student's intent and power imbalances.

"Cyber-bullying" means using information and communication technologies to bully. This definition does not include cyber-bullying by means of technology that is not owned, leased, or used by the school district, unless an administrator or teacher receives a report that bullying through this means has occurred. This policy does not require a district or school to staff or monitor any non-school-related activity, function, or program. The school is not responsible for cyber bullying that occurs off of school property. ReGeneration School asks parent(s) and/or guardian(s) to monitor personal devices at home to ensure that students are not engaging in cyber bullying.

"Retaliation" means any form of intimidation, reprisal or harassment directed against a student who reports bullying, provides information during an investigation, or witnesses or has reliable information about bullying.

"Peer Conflict" means disagreements and oppositional interactions that are situational, immediate and developmentally appropriate. When school employees are aware of peer conflict, they are expected to guide students in developing new skills in social competency, learning personal boundaries and peaceably resolving conflict, and to model appropriate social interactions. These interventions are designed to prevent Peer Conflict from escalating to Bullying. A peer conflict is an argument or disagreement between two students. They typically, are not recurring situations where one student is taking advantage or hurting another

### Responsibilities of Students, Parents and Guardians

No student who witnesses bullying may stand by or participate in the bullying, but must notify an adult at school and an adult at home as quickly as practicable. Any parent or guardian who witnesses or is notified of bullying has an obligation to advise the Director /Designee as quickly as practicable. Reports can be submitted to the ReGeneration School Director/Designee (contact information for the Director/Designee is available on the ReGeneration School Campus website). Every report MUST be captured in PowerSchool for reporting purposes in accordance with state law. No disciplinary action will be taken on the sole basis of an anonymous report. Parent(s) and/or guardian(s) are asked to monitor their children's personal devices at home to ensure that they are not engaging in bullying and/or cyber-bullying, via Facebook, Instagram and other social media.

### Investigation

- (1) The Director shall select a campus representative knowledgeable about bullying prevention and intervention to perform the investigation.
- (2) Investigation of a bullying incident to the maximum extent possible shall be initiated within five school days of receipt of a report and completed within 10 school days, unless the Director grants an additional 5-day extension due

to extenuating circumstances. The Director/Designee shall document the extension in the investigation report (attachment A) and shall notify the parties involved. Designee shall notify the Director upon completion of the investigation reports soon as possible.

- (3) The investigation shall include:
  - a. Identifying the alleged perpetrator(s), target(s) and bystander(s), as well as any adult who witnessed the incident or may have reliable information about it.
  - b. Conducting an individual interview in a private setting with the alleged perpetrator and target. The alleged perpetrator and target should never be interviewed together or in public. Individual interviews may also be conducted in private with student and adult bystanders.
  - c. Determining how often the conduct occurred, any past incident or continuing pattern of behavior, and whether the target's education was affected.
  - d. Assessing the individual and school-wide effects of the incident relating to safety, and assigning school staff to create and implement a safety plan that will restore a sense of safety for the target and other students who have been impacted.
  - e. When appropriate, preparing a Misconduct Report prepared by the campus identifying his/her recommendation for individual consequences.
- (4) Document the details of the investigation.
- (5) All relevant information shall be transmitted into PowerSchool for tracking purposes in accordance with the guidelines in Attachment B, including information identifying the areas of the Campus where bullying occurred, the type of bullying utilized and any bystander intervention or participation.

#### Notification

On the same day the investigation is initiated, consistent with federal and state laws and rules governing student privacy rights, the Director/Designee shall report to the parent/legal guardian of all known involved students, via telephone, personal conference and/or in writing, the occurrence of any alleged incident of bullying, and shall document these notifications in the Incident Report in PowerSchool. Upon notifying the parent/legal guardian of the occurrence of any alleged incident of bullying, the Director/Designee shall also discuss with the parent/legal guardian, as appropriate, the availability of social work services, counseling, school psychological services, other interventions and restorative measures. When the investigation is complete, the Director/Designee shall notify the parents/legal guardians of all students involved of the outcome of the investigation. Parents/legal guardians of the students who are parties to the investigation may request a personal conference with the Principal/Designee to discuss the investigation, the findings of the investigation, the actions taken to address the reported incident of bullying, and any resources available in or outside the school to help the students address the underlying reasons for the bullying. If the investigation results in the imposition of consequences, the Director/Designee may advise the parent/legal guardian of students other than the perpetrator that the ReGeneration School Student Code of Conduct was followed. S/he may not advise them of the specific consequence imposed, as that would violate the confidentiality of school-record information required by law.

If the target or perpetrator is a student with a disability, the school shall consider convening the IEP Team to determine whether additional or different special education or related services are needed to address the student's individual needs and revise the IEP accordingly.

#### Assigning interventions and/or Consequences

Many Peer Conflicts can be resolved immediately and do not require reporting or creation of a Misconduct or Incident Report. If, however, a conflict is ongoing and meets the definition of bullying, the investigation procedures in this policy must be followed.

Schools must respond to bullying in a manner tailored to the individual incident, considering the nature of the behavior, the developmental age of the student, and the student's history of problem behaviors and performance. ReGeneration School campuses should avoid using punitive discipline (detention, suspensions, and expulsions) if any other method or consequence can be used with fidelity.

When an investigation determines that bullying occurred, the Director/Designee shall explain the consequences in a non-hostile manner, and shall impose any consequence immediately and consistently. The Director/Designee shall keep communicating and working with all parties involved until the situation is resolved. Some key indicators of resolution include:

- The perpetrator is no longer bullying and is interacting civilly with the target.
- The target reports feeling safe and is interacting civilly with the perpetrator.
- School staff notices an increase in positive behavior and social-emotional competency in the perpetrator and/or the target.
- School staff notices a more positive climate in the areas where bullying incidents were high.

ReGeneration School prohibits reprisal or retaliation, in any form, against any person who reports an act of bullying or harassment or cooperates in an investigation. The consequences and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the Director/Designee after consideration of the nature, severity and circumstances of the act.

ReGeneration School prohibits any person from falsely accusing another as a means of bullying or harassment. The consequences and appropriate remedial action for a person found to have falsely accused another as a means of bullying or harassment may include, but are not limited to, positive behavioral interventions and disciplinary action when deemed necessary.

### Referrals

Upon completion of the investigation, the Director/Designee shall consider referring students who bully to positive-behavior small-group interventions (for anger management, trauma or social skills), social work services, restorative measures, social-emotional skill building, counseling, community-based services or school psychological services within the school, if possible, to reinforce the behavioral expectation they violated and increase their social-emotional competency.

The targets of bullying need protection from bullies, but may also need support and help in changing their own behavior. Upon completion of the investigation, the Director /Designee shall consider asking a school mental health professional to refer these students to individual or group therapy where they can openly express their feelings about their bullying experience, social-skills training and/or groups where they can practice assertiveness and coping mechanisms, or social work, counseling or school psychological services available within the school.

### Policy Evaluation

Every two (2) years, ReGeneration School will conduct policy evaluation to assess the outcomes and effectiveness of this policy that includes, but is not limited to, factors such as the frequency of victimization; student, staff, and family observations of safety at a school; identification of areas of a school where bullying occurs; the types of bullying utilized; and bystander intervention or participation.

## Appendix B: General School Information

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### Nondiscrimination Policy

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ReGeneration Schools and ReGeneration Bond Hill do not discriminate in admission to, access to, treatment in, or employment in its services, programs and activities, on the basis of race, color or national origin, in accordance with Title VI of the Civil Rights Act of 1964 (Title VI); on the basis of sex, in accordance with Title IX of the Education Amendments of 1972; on the basis of disability, in accordance with Section 504 of the Rehabilitation Act of 1973 (Section 504) and Title II of the Americans with Disabilities Act of 1990 (ADA); or on the basis of age, in accordance with the Age Discrimination in Employment Act of 1974 (ADEA). In addition, no person shall be discriminated against in admission to ReGeneration Bond Hill on the basis of race, sex, color, creed, sex, ethnicity, sexual orientation, mental or physical disability, age, ancestry, athletic performance, and special need, proficiency in the English language or a foreign language, or prior academic achievement. No person shall be discriminated against in obtaining the advantages, privileges or access to the courses of study offered by ReGeneration Bond Hill on the basis of race, sex, color, religion, national origin, or sexual orientation. Finally, pregnant students are allowed to remain in regular education classes and participate in extracurricular activities with non-pregnant students throughout their pregnancy, and after giving birth are permitted to return to the same academic and extracurricular program as before the leave (Title IX).

## Appendix C: Notification of Rights under FERPA for Elementary and Secondary Schools

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The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

- (1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- (2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the School to amend a record that they believe is inaccurate or misleading. They should write the School principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- (3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:  
Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605
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## Appendix D: Title I Parent Involvement Policy

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ReGeneration School Bond Hill implements a Parent Involvement Policy in adherence to the Every Student Succeeds Act (ESSA), offering programs and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the ESSA. These programs, activities and procedures are planned and operated annually with the consultation of the Parent Council and the Title I Stakeholders Committee. This Parental Involvement Policy supplements the Parent Handbook, distributed to all parents, and the School-Parent Compact. In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, ReGeneration School Bond Hill will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.

### Philosophy

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The choice to send your child to ReGeneration Schools demonstrates your high hopes and expectations of your child, and us. We are committed to making your hopes and expectations a reality as we prepare your child for college. But we cannot do it without you.

Our success depends on the students, families, and teachers all fulfilling their roles.

### School-Parent-Student Compact

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**Our virtues are at the heart of ReGeneration's community and represent the cornerstones of the school.** It is expected that all students will try to live by the values outlined in the School Culture section of this manual.

**Students** are expected to act respectfully towards all students and staff and to make positive contributions to the school community. They are expected to attend school daily and punctually, to actively participate in all classes, and to complete all homework assignments. Finally, students are expected to accept and strive to learn from consequences for their behavior.

**Parents and other family members** are asked to uphold and support the school's mission, policies, and Code of Conduct. Even if individual decisions can be challenging at times, the Code of Conduct is established for the good of all. We ask that you ensure that your child arrives punctually each day, ready to participate and learn. We ask that you oversee your child's completion of all homework assignments nightly and that you communicate consistently with the school. Finally, we ask that you help reward your child for positive behavior and help him or her accept and understand consequences for poor behavior.

**Teachers** are expected to prepare engaging, demanding lessons in all classes, to assign and evaluate appropriate homework each night, and to guide students on the path to college. They are also expected to exemplify the school's virtues of respect, integrity, diligence, responsibility, compassion, and perseverance.

**Parents, other family members, and teachers will communicate regularly** to support students through monthly advisory phone calls, progress reports, report card conferences, and opportunities for parents and other family members to visit their child's classroom.

To underscore this commitment, we ask that students, parents and teachers sign the following Compact for Achievement. ***(PLEASE NOTE THAT SIGNATURES ON THIS PAGE ARE ENCOURAGED BUT NOT REQUIRED)***

# Compact for Achievement

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## ATTENDANCE

- I will ensure that my child comes to school every day on time to begin school at 7:45 AM.
- I understand that if my child is truant for ten percent (10%) or more of the required school days, and has failed at least two (2) courses of study, he or she may have to repeat his or her current grade.
- I will make sure that my child promptly makes up missed work following absences.
- I understand that an absence is excused only for specific reasons within the School's attendance policy and that I must call on the morning of the absence (at the latest) and send a written note of explanation.
- I understand that my child will not earn credit for work missed after unexcused absences, including but not limited to: family vacations, participation at sports tournaments, and attendance at other forms of entertainment.
- I understand that the regular school day ends at 3:30 PM. (Monday – Thursday) and 1:45 PM on Fridays.
- I understand that my child will not be permitted to enter the building before 7:30 AM.

## HOMEWORK

- I agree to provide a time and quiet place for study.
- I agree to check my child's homework nightly to ensure that it is complete.
- I agree to read to or with my child every night for at least twenty (20) minutes & sign the reading log.

## CODE OF CONDUCT

- I agree to promote and support the rules of behavior as outlined in the Student and Family Handbook.
- I understand that my child may be required to stay after school if he or she behaves in a manner that interferes with the success of his or her peers.
- I will make all efforts to come to school for a meeting if my child is suspended or behaves disrespectfully towards his/her teachers.
- I understand that my child may be suspended if he/she behaves in a manner that interferes with the success and/or safety of his or her peers.

## PROMOTION POLICIES

- I understand that my child may not be promoted or allowed to pass to a higher grade or course level if the student fails to meet established standards for a particular grade or course level.
- I understand that the decision to promote a student shall rest solely with the Principal, with appropriate input from the student's teacher(s), the professional staff, and parent(s).

## DRESS CODE

- I will ensure that my child comes to school in uniform, according to guidelines listed in the Student and Family Handbook.
- I understand that if my child comes to school out of uniform, he or she may not be permitted to attend class, may need to wait for the appropriate dress to be brought in from home, and/or may receive an automatic detention.

## COMMUNICATION

- I agree to support my child's academic work by communicating regularly with my child's teachers and advisor, by scheduling appointments to talk with them as needed, and by attending all Family-Teacher Conferences.
- I agree to promptly sign and return my child's report card and progress reports.
- I agree to attend family meetings and other school-sponsored events on a regular basis.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Staff Signature

\_\_\_\_\_  
Date

## Appendix E: Use of Face Masks/Coverings

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The health and safety of students, staff, and volunteers is paramount to the School. For this reason, and in light of the COVID-19 pandemic, and guidance from the American Academy of Pediatrics, the Ohio Department of Education, and the Center for Disease Control (“CDC”), the School will comply with this policy for the 2021-2022 school year.

The School will follow the mandates and requirements set forth by the federal, state, and local governments, the CDC, Ohio Governor, Ohio State Department of Health, local county health department, Ohio Department of Education, and other applicable entities (“Directing Entities”) as it relates to the protecting the health of students. If any of these Directing Entities or the School administration requires staff, students, and/or visitors to wear face masks/coverings while attending school, reporting to work at a school, or visiting a school, the School will follow and enforce such directives. If any part of this policy conflicts with applicable mandates, restrictions, or requirements from these Directing Entities, the School will comply with the applicable mandate, restriction, or requirement.

Except as provided herein, all students, faculty, staff, and volunteers, regardless of vaccination status, shall wear face masks/coverings at all times when:

- In any indoor location including, but not limited to, classrooms, gymnasiums, offices, locker rooms, hallways, cafeteria, and/or locker bays;
- In crowded outdoor settings or during activities on school property that involve sustained close contact with others who are not members of their household;
- Waiting for a school bus outdoors and unable to maintain a sustained distance of six feet or more from individuals who are not members of their household; or
- Riding a school bus.

To the extent that the School provides transportation services for its students, students shall be required to wear face masks/coverings while being transported on school buses. If a student receives transportation services through a school district transportation provider that requires face masks/coverings, the School will follow and enforce such directives, to the extent permitted by law and state and federal guidance.

Visitors over the age of two (2) will also be required to wear a face mask/covering while in any indoor location on the school’s property, and while outdoors on school property and unable to consistently maintain a distance of six feet or more from individuals who are not members of their household.

In implementing this policy, consideration should be given for the age and developmental level of the child and the physical situation the child is in at that moment. Face masks/coverings are most essential in times when physical distancing is difficult.

At minimum, face masks/coverings must:

- Cover an individual’s mouth, nose, and chin.

In addition, it is strongly recommended that face masks/coverings:

- Fit snugly against the side of the face so there are no gaps;
- Not create difficulty breathing while worn; and
- Be held secure through either a tie, elastic, etc. to prevent slipping.

Face masks/coverings shall not include masks designed to be worn for costume purposes, and all face masks/coverings shall meet the requirements of the appropriate dress code policies and code of conduct.

Exemptions. The requirement to wear a face mask/covering does not apply when:

- The individual has a medical condition including respiratory conditions that restricts breathing, mental health conditions, or a disability that contraindicates the wearing of a face mask/covering;
- The individual is communicating or seeking to communicate with someone who is hearing impaired or has another disability, where an accommodation is appropriate or necessary;
- The individual is actively participating in outdoor play, recess and/or physical education activity— unless in crowded outdoor settings or during activities that involves sustained close contact with others—
- The individual is actively participating in outdoor athletic practice, scrimmage, or competition, or indoor sports in which the mask may become a hazard;
- The individual is seated and actively consuming food or beverage;
- Where students and staff can maintain distancing of at least six feet and removal of the face mask/covering is necessary for instructional purposes, including instruction in foreign language, English language for non-native speakers, and other subjects where wearing a face mask/covering would prohibit participation in normal classroom activities, such as playing an instrument;
- Students are able to maintain a distance of six feet or more and a mask break is deemed necessary by the educator supervising the educational setting;
- The individual is alone in an enclosed space, such as an office;
- When an established sincerely held religious requirement exists that does not permit a face mask/covering; or
- When wearing a mask would create a risk to workplace health, safety, or job duty, as determined by relevant workplace safety guidelines or federal regulations.

The School Principal or his/her designee shall have the authority to determine if and when masks may be temporarily removed pursuant to an exemption in consultation with local health authorities and state and federal guidance.

Face shields that wrap around the face and extend below the chin can be considered as an alternative, in the sole discretion of the School, where an exemption applies.

Exemptions will be considered on a case-by-case basis. If any of the above exemptions are applicable, a request for such exemption must be submitted in writing to the staff member's supervisor, or in the case of a student, to the School Principal or his/her designee, and a decision on the request will be provided in writing by the School. An individual may, on a case-by-case basis, be required to wear a face shield or other face mask/covering as appropriate for an accommodation of this face mask/covering requirement. The School may also discuss other possible accommodations for the student or staff member. Such discussion shall follow applicable law and School policies and procedures for requests for accommodation, including but not limited to Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.

Any school nurse or staff member who cares for individuals with COVID-19 symptoms must use appropriate personal protective equipment ("PPE"), provided by the School, in accordance with Occupational Safety and Health Administration ("OSHA") or Public Employment Risk Reduction Program ("PERRP") standards\*\*\*.

If face masks/coverings are required, and no exemption has been applied, students and/or staff who violate this policy shall be subject to disciplinary action in accordance with the applicable Student Code of Conduct/Student Discipline Code, staff handbook, and in accordance with policies of the School.

\*\*\*Note regarding this policy: the Board shall comply with PERRP and OSHA requirements for all Board employees. However, School staff members employed by a management company are subject only to OSHA requirements and are not subject to PERRP requirements provided above.

## Statement of Understanding

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I have received and read a copy of ReGeneration School's Student and Family Handbook and understand the rules, regulations, and procedures of the school. I understand that if I ever have any questions regarding school policies, I can always ask the principal or other member of the school community for further explanation.

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Parent/Guardian Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

**Please sign and return this Statement of Understanding within one week of receipt of handbook.**