

ANNUAL NOTICES - 2015-2016

Each year Federal and State Law requires that we inform the residents of our school district of certain specific items.

SCREENINGS

Annually the school district conducts physical exams or screenings on students. The Richland County Health Department recommendations are as follows:

Vision and Hearing Screening in Grades 1, 3, 5, and 9

Vision Screening in Grade 7

Scoliosis Screening in Grades 6, 7, 8

Any other physical exams or screenings require prior notification to parents.

CONSTITUTIONALLY PROTECTED PRAYER

The Lucas Local Board of Education does not have, nor will it adopt any policies that deny or prevent participation in constitutionally protected school prayer.

FUND-RAISERS

Any group or organizations (school or community) that wishes to solicit funds or conduct fund-raisers on school property must first obtain permission from the Superintendent. The appropriate form is available at the Board Office.

MMR VACCINE

MMR Vaccine is required for all students entering the 7th grade. This must be done prior to the start of the school year. All immunization requirements are available on our website.

ASBESTOS

This management plan is on file and available for inspection in the office of the Superintendent and in each of the buildings within our school system.

SPECIAL PROGRAMS...TITLE I PROGRAMS

It is the practice of this school district to consult with parents, teachers, administrators, and other interested persons in the design, planning, and implementation of our Title I Reading Programs. Anyone interested in providing input into these areas is encouraged to contact Mrs. Case at

892-2338, Ext. 216. Policies with respect to all special programs are on file in the district offices and available for view.

OHIO SAFER SCHOOLS TIP LINE-1-844-723-3764

Ohio's law enforcement and education leaders established The Safer Schools Tip Line. It is operated by The Ohio Department of Public Safety – *Office of Homeland Security*, this free service is available to any Ohio public or private school. Anyone may call or text the Tip Line and leave an anonymous message that is reported directly to the designated administrator at your school. Call or text anything that negatively affects our community, schools, students, or staff at 1-844-SAFEROH or 1-844-723-3764.

OPEN ENROLLMENT

Lucas Local School District has open enrollment Statewide. Our open enrollment policy is re-evaluated every spring, and is available on our website.

LUCAS WEB SITE

Please visit us at www.lucascubs.org for school and community information.

LUCAS SCHOOLS including all buildings and grounds are designated as "Gun Free Zones."

AED's are available in all buildings to be used, if necessary, by individuals who have the required training. For more information contact Eric Teague, Athletic Director, at 419-892-2338, ext. 224.

LUCAS LOCAL SCHOOL DISTRICT is an Equal Opportunity Employer and does not discriminate due to race, ethnicity, religion, etc.

NOTIFICATION OF RIGHTS FOR ELEMENTARY AND SECONDARY SCHOOLS (FERPA)

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 and 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,
 4. 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. The School will forward student records upon request.
 5. 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

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)
NOTICE FOR DIRECTORY INFORMATION

The *FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)*, a Federal Law, requires that Lucas Local School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child’s education records. However, Lucas Local School District may disclose appropriately designated “directory information” without written consent, unless you have advised the district to the contrary in accordance with district procedures. The primary purpose of the directory information is to allow the Lucas Local School District to include this type of information from your child’s education records in certain school publications. Examples include:

- A playbill, showing your student’s role in a drama production;
- The annual yearbook;
- Honor Roll or other recognition lists;
- Graduation programs; and
- Sports activity sheet, such as for wrestling, showing weight and height of team members.
- Local Report Card distribution to parents.

Directory information, which is information that is generally considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent’s prior written consent. Outside organizations include, but not limited to, companies that manufacture class rings, or publish yearbooks. In addition, two Federal laws require local educational agencies (LEAs) receiving assistance under the *ELEMENTARY AND SECONDARY EDUCATION ACT OF 1965 (ESEA)* to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student’s information disclosed without their prior written consent.

If you do not want Lucas Local School District to disclose any or all items as directory information from your child’s education records without prior written consent, you must notify the District in writing within two weeks of this notice. Lucas Local School District has designated the following information as directory information:

Student name	Participation in officially recognized activities and sports.
Address	
Telephone listing	Weight and height of members of athletic teams.
Date of Graduation	
Date and place of birth	Degrees, honors, and awards received.
Major field of study	
Date of attendance	The most recent educational agency or institution attended.
Grade level	

These laws are: Section 9528 of the ESEA (20 u.s.c.7908), as amended by the *NO CHILD LEFT BEHIND ACT OF 2001* (P.L. 107-110), education bill, and 10 U.S.C. 503 as amended by session 544, *THE NATIONAL DEFENSE AUTHORIZATION ACT FOR FISCAL YEAR 2002* (P.L. 107-110), the legislation that provides funding for the Nation’s Armed Forces.

NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

PPRA affords parents and students who are 18 or emancipated minors (“eligible students”) certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)-
 1. Political affiliations or beliefs of the student or student’s parent;
 2. Mental or psychological problems of the student or student’s family;
 3. Sex behavior or attitudes;
 4. Illegal, anti-social, self-incriminating, or demeaning behavior;
 5. Critical appraisals of others with whom respondents have closed family relationship;
 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or parents; or
 8. Income, other than as required by law to determine program eligibility.
- *Receive notice and an opportunity to opt a student out of funding:*
 1. Any other protected information survey, regardless of funding;
 2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
 3. Activities involving collection, disclosure, or use of personal information obtained from students for

marketing or to sell or otherwise distribute the information to others.

- *Inspect*, upon request and before administration or use -
 1. Protected information surveys of students;
 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 3. Instructional material used as part of the educational curriculum.

The School District has policies regarding these rights, as well as arrangements to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. (The School District will directly notify parents and eligible students of these policies at least annually at the start of each school year) and after any substantive changes. The School District will also directly notify parents and eligible students, such as through U.S. Mail and email, at least annually at the start of each school year of the specific or approximate dates of the following activities and provide an opportunity to opt a student out of participating in:

- *Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- *Administration of any protected information survey not funded in whole or in part by ED.
- *Any non-emergency, invasive physical examination or screening as described above.

Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-4605

PPRA Notice and Consent/Opt-Out for Specific Activities

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C.

§ 1232h, requires Lucas Local School District to notify you and obtain consent or allow you to opt your child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas (“protected information surveys”):

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning

behavior;

5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure or use of student information for marketing purposes (“marketing surveys”), and certain physical exams and screenings.

TITLE IX COORDINATOR

In compliance with Federal Law, the Title IX coordinator for the Lucas Local School District is the Superintendent of Schools. The current coordinator is Steven Dickerson, 84

Lucas North Road, Lucas, OH 44843. The coordinator’s phone number is 419-892-2338.

Grievance procedures for resolution of student and employee complaints may be obtained from the coordinator.

NOTICE OF NON-DISCRIMINATION

The Lucas Local School District does not discriminate on the basis of sex in the education programs or activities it operates, nor in admission to or employment in its education program or activities.

Inquiries to recipients concerning the application of Title IX and implementing its regulations may be referred to the Title IX coordinator.

FEDERAL PROGRAM COMPLAINT PROCEDURE

Effective March, 2004, Ohio has Complaint Procedures in place for any individual or organization who wishes to place for any individual or organization who wishes to file a complaint with the Ohio Department of Education concerning a possible violation of law, rule, or regulation of "covered federal programs" by a school district or ODE itself. A complete copy of the Complaint Procedure may be

found at:

<https://education.ohio.gov/Topics/Special-Education/Federal-and-State-Requirements/Procedures-and-Guidance/Procedural-Safeguards/State-Complaint-Procedures>

Our CONSOLIDATED CONTINUOUS IMPROVEMENT PLAN (CCIP) is available at

<https://ccip.ode.state.oh.us/Search/DistrictSearch.aspx?ccipSessionKey=635791280438173683>

Parental Involvement

Parental involvement is a requirement and parents are encouraged to avail themselves of the "State Parental Information and Resource Center" at <http://www.nationalpirc.org/directory/OH.html>

English Proficient (LEP) students and to make appropriate educational provisions as required by NCLB.

Safe Schools

Lucas school buildings meet NCLB criteria for safe schools. Our disciplinary infractions are minimal and not serious.

Service to Delinquent and Neglected Children

The school district must provide services to neglected and delinquent children and evaluate the services. Lucas School District complies with this requirement.

School Improvement Status

Lucas school buildings are academically high achieving and are not subject to School Improvement status as per NCLB.

Title IV Program

Lucas Schools Title IV programs are conducted in cooperation with CACY. Upon written notification from the parent, the school district must release the student from participation in a Title IV funded program.

Annual Testing Program

The Lucas School Board of Education has approved an annual testing program for all students. This program is available at the Superintendent's office.

Armed Forces Recruiters

The school district is required to provide, upon request, the Armed Forces recruiters access to names, addresses, and telephone numbers of students unless the parent requests a prior written consent to the release. Forms are available in the High School Office.

Child Find

Child Find requires the school district to identify, locate, and evaluate children with disabilities. Any one who suspects a disability in any child living in the Lucas School District is asked to contact the Elementary Principal at: 419-892-2338, Ext. #216.

Technology Planning Tool

The school district must have a technology plan. The Lucas School District's plan (TPT) is available at the Board Office.

For children under two years old, a disability means a delay in adaptive behavior, cognitive ability, communication or sensory, physical, social or emotional development.

AYP Requirements

Lucas Local School District and each building have met all Annual Yearly Programs (AYP) criteria as required by NCLB.

For children three to five years old, a disability is determined to exist if documented deficit exists in communication, hearing, or vision, or if a child has motor or social-emotional behavior deficits.

Highly Qualified Teachers

All Lucas teachers meet Highly Qualified Teacher (HQT) requirements.

Disabilities of school-age children may include multi-disabled, deaf-blind, deafness, visual, speech or language, orthopedics, severe behavior, cognitive disability, specific learning disability, autism, traumatic brain injury or other health impairments.

LEP Students

Provisions have been implemented to identify any Limited

**LUCAS LOCAL SCHOOL DELAYS AND CLOSINGS
2015-2016**

Announcements concerning 2015-2016 school delays and closings may be found on the following locations:
Our *All Call* system will be utilized in most school closing situations.

TELEVISION

WMFD-TV - Channel 68 Mansfield

FM RADIO

WNCO	101.3
WYHT	105.3
WSWR	100.1
WVNO	106.1
WFXH	102.3
WXXF	107.7
WXXR	98.3

AM RADIO

WMAN	1400
WNCO	1340
WRGM	1440

INTERNET

www.Lucascubs.org

LUCAS LOCAL SCHOOL DISTRICT

MAIN NUMBER-419-892-2338

PHONE EXTENSIONS:

BOARD OFFICE

Secretary	210
EMIS Coordinator/Payroll	211
Superintendent	212
Treasurer	213
Tech Coordinator	220

FOOD SERVICE

Supervisor	218
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TRANSPORTATION

Supervisor	231/234
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ELEMENTARY SCHOOL

Secretary	214
Principal	216
Attendance	318
Nurse Station	215

HIGH SCHOOL

Secretary	221
Guidance	222
Principal	224
Library	225
VoAg	235
Athletic Office	236
Alt. Learning Center	239

MIDDLE SCHOOL

Library	226
Office & Attendance	227
Locker Room	
G/Coach Office	229
B/Coach Office	230